

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES

ELWOOD PUBLIC LIBRARY
December 11, 2000

REGULAR MEETING
To be held at the Elwood Public Library

7:00 P.M.

CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS

1. Elect 2001 officers

NEW BUSINESS

1. Change of appropriations
2. Copier purchase
3. Fee Policy

DIRECTOR'S REPORT:

ADJOURN

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES REGULAR MEETING
December 11, 2000
7:00pm

CALL TO ORDER

Vice President Kevin Sipe called a regular meeting of the North Madison County Public Library Board of Trustees to order in the meeting room of the Elwood Public Library on December 11, 2000 at 7:00 pm.

CALL FOR QUORUM

Present with Vice President Sipe were Board Members Cindy Powell, Jerry Kaiser, David Hoffman, Betty Caldwell and Pam Bohlander; also in attendance was Director Beverly Austin and Administrative Assistant Diana Shepard.

MINUTES

Minutes were approved with a motion made by David Hoffman, seconded by Jerry Kaiser and passed by the members.

CLAIMS REGISTER

The members signed the claims register and Treasurer Pam Bohlander signed checks.

OLD BUSINESS

Election of 2001 officers – The slate of officers for the year 2001 was presented which includes: Sharan Pace, President – Kevin Sipe, Vice President – David Hoffman, Secretary – Pam Bohlander, Treasurer – Jerry Kaiser, Assistant Treasurer. A motion was made by Jerry Kaiser to accept the slate of officers as presented. Cindy Powell made a second and the motion passed unanimously.

NEW BUSINESS

Transfer of appropriations

The transfer of appropriations to balance the end of the year accounts was read by Secretary Hoffman. After discussion explaining the reasons for the transfers a motion was made by David Hoffman to accept the transfers as presented, seconded by Jerry Kaiser and was passed by the members.

Copier purchase

Quotes have been received from U.S. Office Products and Ramsay Business Solutions to purchase a new copy machine for Elwood. After discussion a motion was made by Pam Bohlander to purchase a Toshiba Digital copier from U.S. Office Products with a purchase price of \$3,605. Jerry Kaiser seconded the motion and it passed.

Beverly Austin presented a list of potential encumbrances from the 2000 operating budget and made a recommendation to purchase the following. She explained that 3M would no longer be able to service our Guardian security gates at Elwood after December 2001. Gaylord Brothers has made an offer to its customers who currently have the Guardian system manufactured by ID Systems to purchase a 3M Detection System at a 25% discount until March 31, 2001. Director Austin suggested that we could encumber the funds to purchase one security gate out of the 2000 budget and purchase the other system at a later date. Summitville has requested a fireproof safe. Three Dell computers are requested for the Youth Service area in Elwood. After discussion David Hoffman made a motion to accept the encumbrance list as presented, Jerry Kaiser made a second and the members passed the motion.

Fee policy

The current fee policy does not allow for computer scanning. The new fee policy would have a provision for computer scanning that would read: "Computer scanning: \$5.00 per page for 8X11 colored page. Only one copy will be scanned and printed. Additional copies should be made where a color copy machine is available." A request was made to see how all of our fees compare to other libraries in the area. A motion was made by David Hoffman to accept the fee policy, seconded by Jerry Kaiser and it passed.

Jerry Kaiser explained that the temperature in the telecommunications closet is sometimes too high for the equipment. Jerry made a motion that estimates are obtained and that the work be completed to vent the closet, Pam Bohlander made a second and the motion passed.

Vice President Sipe asked the Board to consider how soon they would like to approach National City Bank about their lease. The lease will expire in March 2002. He also suggested that a real estate appraisal could be obtained to establish if our current rent agreement is justified. It was suggested that six months could be a good starting point.

Vice President Sipe explained maintenance problems at Frankton. Three gutters and downspouts are in need of repair. When the window on the West side of the building was enclosed it was covered with wood. This wood is now in need of either repainting or possibly to brick it in. The drive needs to be graded and gravel brought in, this would eliminate the problem that they are experiencing with water backing up around the foundation causing erosion problems. It was asked that estimates be obtained in order to grade and gravel the drive and to complete the other maintenance work.

Directors Report

The Ductless Air System is now installed in the computer room in Technical Services. Director Austin and Jamie Scott attended the Gates Grant Workshop. They are very pleased with the workshop and the generosity of Bill and Melinda Gates. Elwood will receive free of charge four computers, one printer and one server. Frankton will be getting two computers. Summitville did not receive any computers but we are planning to appeal since it appears the population totals that were used are incorrect. The grant form is due Friday, December 15, 2000.

In January the Board should start considering any revisions to the computer and Internet policy.

Christmas at the Library was a success with close to 400 people in attendance.

Christmas Décor by Naturescape has decorated the front of the library. Dan and Sheila Cooper have most graciously donated this gift to the library and plan to do it each year. Jerry Kaiser said that he has heard many favorable comments.

Bon Printing has printed our library brochures and they are being distributed around the community.

A motion was made by Jerry Kaiser to adjourn the meeting at 8:30pm; a second was received by David Hoffman and passed.

<u>Pamula Bohlander</u>	<u>David R. Hoffman</u> David Hoffman, Secretary
<u>Betty Caldwell</u>	<u>Kevin Sipe</u>
<u>Sharan Pace</u>	<u>Birdy Powell</u>
	<u>Jerry Kaiser</u>

Register Of Claims

North Madison County Public Library System

Report Date: From 11/14/00 To 12/11/00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	843	PAYROLL		Salary of Assistants	\$11,845.70	11/22/00	PAYROLL
				Wages of Janitor	\$653.23		
				Total this claim	\$12,498.93		
0	853	EFTPS		Empl.Share FICA&Medicare	\$1,015.31	12/6/00	P/R ENDING 12/2/00
			FICA	Payroll Deductions	\$822.85		
			Federal Taxes Withheld	Payroll Deductions	\$1,414.19		
			Medicare	Payroll Deductions	\$192.46		
				Total this claim	\$3,444.81		
0	852	PAYROLL		Salary of Assistants	\$12,577.66	12/6/00	PAYROLL
				Wages of Janitor	\$694.28		
				Total this claim	\$13,271.94		
0	844	EFTPS		Empl.Share FICA&Medicare	\$956.16	11/22/00	P/R ENDING 11/18/00
			FICA	Payroll Deductions	\$774.94		
			Federal Taxes Withheld	Payroll Deductions	\$1,341.41		
			Medicare	Payroll Deductions	\$181.22		
				Total this claim	\$3,253.73		
19532	835	FILIP, INC.		Other Operating Supplies	\$83.90	11/14/00	INVOICE # 96450
				Total this claim	\$83.90		
19533	836	SUPERIOR LAMP AND SUPPL		Other Operating Supplies	\$211.83	11/14/00	INVOICE # S1782893-01
				Total this claim	\$211.83		
19534	837	UPBEAT, INC.	Gift	Postage & UPS	\$62.00	11/14/00	INVOICE # 00365259 SHIPPING FOR BENCH - NORTH ENT
				Total this claim	\$62.00		
19535	838	AMERICAN ELECTRIC POWER		Electricity	\$385.46	11/14/00	SERVICE FOR SUMMITVILLE
				Total this claim	\$385.46		
19536	839	AMERITECH		Telephone & Telegraph	\$260.96	11/14/00	ACCOUNT # 765 536-2335 452 9
				Total this claim	\$260.96		
19537	840	AT&T		Telephone & Telegraph	\$58.87	11/14/00	BILL DATE 11/3/00 FOR SUMMITVILLE
				Total this claim	\$58.87		

<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>
19538	842	CARTER ELECTRIC CO. INC O		Equipment/Maint.	\$1,769.25	11/14/00	LABOR ON 11/13/00 5 BALLEST 2 EXIT LIGHTS
				Total this claim	<u>\$1,769.25</u>		
19539	841	INDIANA GAS COMPANY		Gas	\$228.68	11/14/00	SERVICE PERIOD 10/10-11/9/00
				Total this claim	<u>\$228.68</u>		
19540	849	AMERICAN ELECTRIC POWER		Electricity	\$1,182.74	11/22/00	SERVICE PERIOD 10/12/00 - 11/10/00
				Total this claim	<u>\$1,182.74</u>		
19541	847	CITY OF ELWOOD NON-REVE		Emp Cont Group Ins	\$673.35	11/22/00	PREMIUM DUE 11/2000
			Insurance	Emp Cont Group Ins	\$577.16		
				Total this claim	<u>\$1,250.51</u>		
19542	846	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	11/22/00	P/R ENDING 11/18/00
				Total this claim	<u>\$195.00</u>		
19543	845	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$869.86	11/22/00	P/R ENDING 11/18/00
			County Taxes Withheld	Payroll Deductions	\$244.10		
				Total this claim	<u>\$1,113.96</u>		
19544	848	MADISON COUNTY FEDERAL		Other Professional Services	\$1,346.15	11/22/00	P/R ENDING 11/22/00
			Credit Union	Payroll Deductions	\$500.84		
				Total this claim	<u>\$1,846.99</u>		
19545	850	ROBERT BACH		Summitville Programing	\$45.00	11/22/00	SANTA CLAUS DEC. 9, 2000
				Total this claim	<u>\$45.00</u>		
19546	851	DELTA THETA TAU SORORITY	Gift	Operating Supplies	\$27.00	11/22/00	FOUR POINSETTIAS
				Total this claim	<u>\$27.00</u>		
19547	857	CITY WATER & SEWAGE DEP		Water	\$128.04	12/6/00	BILLING DATE 11/25/00
				Total this claim	<u>\$128.04</u>		
19548	860	GOLDSBERRY'S FLOWER SH		Elwood Children's Programing	\$125.00	12/6/00	CHRISTMAS WREATH
				Total this claim	<u>\$125.00</u>		
19549	854	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	12/6/00	P/R ENDING 12/2/00
				Total this claim	<u>\$195.00</u>		
19550	858	INDIANA GAS COMPANY		Gas	\$36.64	12/6/00	DUE DATE 12/11/00
				Total this claim	<u>\$36.64</u>		
19551	859	INDIANA-AMERICAN WATER C		Water	\$38.02	12/6/00	WATER FOR SUMMITVILLE
				Total this claim	<u>\$38.02</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
19552	855	MADISON COUNTY FEDERAL	Credit Union	Other Professional Services	\$1,346.15	12/6/00	P/R ENDING 12/2/00 - INCLUDES BEV AUSTIN SALARY OF \$1346.15
				Payroll Deductions	\$492.08		
				Total this claim	\$1,838.23		
19553	856	TOWN OF FRANKTON		Electricity	\$64.08	12/6/00	DUE DATE 12/05/00
				Water	\$7.40		
				Waste Disposal Services	\$8.87		
				Total this claim	\$80.35		
19554	900	22ND STREET HARDWARE		Other Operating Supplies	\$104.22	12/11/00	CLAIM # 3431
				Total this claim	\$104.22		
19555	861	AMERICAN STATES INSURAN		Insurance	\$1,234.00	12/11/00	WORKERS COMP POLICY EFFECTIV
				Total this claim	\$1,234.00		
19556	862	ANDREW HARPER		Professional Services	\$40.00	12/11/00	MOWING FOR OCTOBER AT FRANKT
				Total this claim	\$40.00		
19557	863	AT&T		Telephone & Telegraph	\$10.34	12/11/00	BILL DATE 11/21/00-ELWOOD
				Telephone & Telegraph	\$33.80		BILL DATE 11/22/00-FRANKTON
				Total this claim	\$44.14		
19558	911	AUDIO VISUAL COMMUNICATI		Technology Equipment	\$2,187.00	12/11/00	ACCOUNTING COMPUTER
				Total this claim	\$2,187.00		
19559	865	AUDIO VISUAL COMMUNICATI		Professional Services	\$119.00	12/11/00	SERVICE AGREEMENT FOR 12/00
				Total this claim	\$119.00		
19560	864	AVAYA COMMUNICATION		Professional Services	\$137.64	12/11/00	SERVICE AGREEMENT FORMERLY LUCENT TECHNOLOGY
				Total this claim	\$137.64		
19561	910	BAKER & TAYLOR		Elwood Adult	\$1,834.11	12/11/00	VARIOUS INVOICES
				Elwood Childrens	\$45.09		
				Elwood YA	\$173.16		
				Frankton	\$1,513.53		
				Summitville	\$509.72		
				Total this claim	\$4,075.61		
19562	866	BARBARA SNIPES		Traveling Expense	\$55.10	12/11/00	MILEAGE FOR NOVEMBER
				Total this claim	\$55.10		
19563	867	BON PRINTING		Stationary & Supplies	\$164.00	12/11/00	INVOICE # 657, 661
				Book Processing	\$198.00		
				Total this claim	\$362.00		

<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>
19564	901	CAROLYN LAMBERTSON		Summitville Programing	\$28.42	12/11/00	PETTY CASH REIMBURSEMENT
				Other Operating Supplies	\$25.97		
				Total this claim	\$54.39		
19565	868	CHAPMAN ELECTRIC SUPPLY		Other Operating Supplies	\$204.98	12/11/00	FLOURESCENT LIGHT BULBS
				Total this claim	\$204.98		
19566	902	CHRISTMAS DÉCOR BY NATU	Gift	Professional Services	\$106.52	12/11/00	DECORATING FOR ELWOOD PUBLIC
				Total this claim	\$106.52		
19567	869	CINTAS CORPORATION		Cleaning & Sanitation Supplies	\$32.38	12/11/00	INVOICE # 716466887, 716468681
				Cleaning & Sanitation Supplies	\$35.09		
				Total this claim	\$67.47		
19568	908	CONSOLIDATED PLASTICS C		Other Operating Supplies	\$131.80	12/11/00	INVOICE # 4651089
				Total this claim	\$131.80		
19569	870	CREATIVE PUBLISHING INTER		Frankton	\$34.90	12/11/00	CHRISTMAS CLASSICS
				Total this claim	\$34.90		
19570	871	CVS PHARMACY		Elwood Children's Programing	\$22.17	12/11/00	ACCOUNT # 6005 4321 4402 8658
				Total this claim	\$22.17		
19571	903	DANA SORRELL		Other	\$26.60	12/11/00	REFUND OF FINE FOR BOOK THAT RETURNED
				Total this claim	\$26.60		
19572	872	DEMCO		Other Operating Supplies	\$126.18	12/11/00	INVOICE # 110333
				Total this claim	\$126.18		
19573	904	DIANA L. SHEPARD		Traveling Expense	\$35.28	12/11/00	MILEAGE
				Total this claim	\$35.28		
19574	873	ELWOOD CALL LEADER		Frankton Per. & Newsp.	\$86.40	12/11/00	ONE YEAR SUBSCRIPTION FOR FRA
				Summitville Period. & Newsp.	\$105.00		SUMMITVILLE
				Total this claim	\$191.40		
19575	874	FAMILY CHRISTIAN STORES		Frankton	\$447.51	12/11/00	TRANSACTION # 14442
				Total this claim	\$447.51		
19576	875	GAYLORD BROS.		Book Processing	\$401.00	12/11/00	INVOICE # OH78434009, OH70493003
				Other Operating Supplies	\$131.84		
				Total this claim	\$532.84		
19577	876	GROLIER EDUCATIONAL		Elwood Adult	\$295.74	12/11/00	INVOICE # 10510871
				Total this claim	\$295.74		

Warr Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
19578	877	GRUNAU COMPANY		Professional Services	\$245.00	12/11/00	QUARTERLY FIPE SPRINKLER INSPE
				Total this claim	\$245.00		
19579	878	HARRIS INFOSOURCE		Elwood Adult	\$124.10	12/11/00	2001 INDIANA MFR DIRECTORY
				Total this claim	\$124.10		
19580	879	HORTON'S & SONS OF ELWO		Other Operating Supplies	\$35.05	12/11/00	INVOICE # 2312204, 2313570, 231444
				Total this claim	\$35.05		
19581	905	HP PRODUCTS		Cleaning & Sanitation Supplies	\$75.38	12/11/00	INVOICE # 73051-00
				Total this claim	\$75.38		
19582	880	IDLEWINE LAWNMOWER SAL		Professional Services	\$185.23	12/11/00	LAWN TRACTOR REPAIR
				Total this claim	\$185.23		
19583	906	INDIANA GAS COMPANY		Gas	\$108.21	12/11/00	SERVICE PERIOD 11/30-12/1/00-SUM
				Total this claim	\$108.21		
19584	881	INDIANAPOLIS STAR		Frankton Per. & Newsp.	\$102.96	12/11/00	52 WEEK SUBSCRIPTION FOR FRAN 1840-001
				Total this claim	\$102.96		
19585	882	INSPIRATIONAL BOOK DISTRI		Elwood Adult	\$22.98	12/11/00	INVOICE # 21706, 21112
				Total this claim	\$22.98		
19586	883	JAMIE B. SCOTT		Traveling Expense	\$59.36	12/11/00	MILEAGE 8/00 - 11/00
				Total this claim	\$59.36		
19587	884	K MART		Other Operating Supplies	\$89.79	12/11/00	VARIOUS INVOICES
				Book Processing	\$279.98		
				Elwood Children's Programing	\$50.36		
				Elwood Adult Programing	\$11.96		
				Summitville AV	\$159.68		
				Total this claim	\$591.77		
19588	909	LESS GAUSS INC.		Furniture & Equipment	\$205.80	12/11/00	INVOICE # 40015.00
				Total this claim	\$205.80		
19589	885	LEXIS PUBLISHING		Elwood Adult	\$158.36	12/11/00	INVOICE # S22712
				Total this claim	\$158.36		
19590	886	LIBRARY STORE INC., THE		Book Processing	\$367.95	12/11/00	INVOICE # 227249, 274954, 277149
				Total this claim	\$367.95		
19591	887	MARVIN SAUBERT		Professional Services	\$170.00	12/11/00	LAWN CARE FOR 11/00
				Total this claim	\$170.00		

<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>
19592	907	MIDWEST TAPE		Frankton	\$366.86	12/11/00	VARIOUS INVOICES
				Elwood AV	\$694.72		
				Total this claim	\$1,061.58		
19593	888	MyFAMILY.COM		Elwood Indiana Room	\$7.12	12/11/00	INVOICE # 40007783
				Total this claim	\$7.12		
19594	889	OXMOOR HOUSE		Frankton	\$29.91	12/11/00	2000 CHRISTMAS WITH SOUTHERN
				Total this claim	\$29.91		
19595	890	PAMELA BOHLANDER		Salary of Board Treasurer	\$300.00	12/11/00	2000 NORTH MADISON COUNTY PUB OF TRUSTEES TREASURER
				Total this claim	\$300.00		
19596	891	QUILL CORPORATION		Office Supplies	\$492.85	12/11/00	INVOICE # 2363842, 2373334, 258757
				Technology Equipment	\$509.78		
				Total this claim	\$1,002.63		
19597	892	RAMSAY BUSINESS PRODUC		Official Records	\$41.17	12/11/00	ACCOUNT # 2007
				Office Supplies	\$107.04		
				Total this claim	\$148.21		
19598	896	REIMAN PUBLICATIONS		Summitville	\$22.90	12/11/00	2001 TASTE OF HOME ANNUAL RECI
				Total this claim	\$22.90		
19599	893	SHARON FOUTS		Traveling Expense	\$123.06	12/11/00	MILEAGE FOR 2000
				Total this claim	\$123.06		
19600	895	SPECIALTY STORE SERVICES		Book Processing	\$185.38	12/11/00	INVOICE # 816602, 813782
				Total this claim	\$185.38		
19601	912	STAR PRESS,THE		Elwood Period. & News.	\$213.20	12/11/00	ONE YEAR SUBSCRIPTION FOR NEW
				Total this claim	\$213.20		
19602	894	STATE CHEMICAL MANUFACT		Other Operating Supplies	\$380.70	12/11/00	INVOICE # 90933798
				Total this claim	\$380.70		
19603	897	VERIZON		Telephone & Telegraph	\$239.86	12/11/00	ACCOUNT #135340268910584509
				Total this claim	\$239.86		
19604	898	WORLD ALMANAC EDUCATIO		Frankton	\$38.43	12/11/00	INVOICE # 043438810003
				Total this claim	\$38.43		
19605	899	XCEL COMPUTER SYSTEMS, I		Professional Services	\$500.00	12/11/00	INVOICE # 70542, 70731
				Technology Equipment	\$4,315.00		INSTALL T1 LINE
				Total this claim	\$4,815.00		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$65,289.46

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.

Friday, December 08, 2000

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 11 day of December, 19 2000.

<u><i>Donald L. Hoffmann</i></u>	<u><i>Donald L. Hoffmann</i></u>	_____
<u><i>Betty Caldwell</i></u>	<u><i>Jerry Kasper</i></u>	_____
<u><i>Kurtis Hip</i></u>	<u><i>Cindy Powell</i></u>	_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

LIBRARY POLICIES

Change page 2, Service Fees:

NOW READS:

Photocopies: \$0.10 per copy

Fax: To send – \$1.00 for the first page/\$0.20 for each additional page
\$0.20 for each page received

Computer copies: \$0.20 per page

Reader printer copies: \$0.20 per page

Transparencies: \$0.35 each

CHANGE TO READ:

Photocopies: \$0.10 per copy

Fax: to send –\$1.00 for the first page/\$0.20 for each additional page

To receive: \$0.20 for each page

Computer copies: \$0.20 per page when printing from computers.

Computer scanning: \$5.00 per page for 8x11 colored page

Only one copy will be scanned and printed. Additional copies should be made where a color copy machine is available.

Reader printer copies: \$0.20 per page

Transparencies: \$0.35 each

BILL & MELINDA GATES foundation

Hardware Specifications Sheet (Draft)

The Gates Library Computers available for purchase will meet or exceed these specifications

Standalone Workstation	
Hardware	<p>E-4600 (Tower Model) Processor: Intel 1.4 GHz Pentium 4 Processor Memory: 256 MB RDRAM Cache: Integrated 512K Pipeline Burst Cache Monitor: Mitsubishi VX 700 17" (16" viewable area) Graphics Accelerator: Micro-Star NVIDIA GeForce2 MX Hard Drive: One 40 GB Hard Drive Floppy Drive: Standard 3.5" 1.44 MB floppy drive Zip Drive: Iomega 250 zip internal drive (backward compatible to 100MB) DVD-ROM: 20/48X DVD-ROM Multimedia Package: Creative Sound Blaster Live! Network Card: 3COM PCI 10/100 twisted pair w/wake on LAN Keyboard: 104+ Keyboard Mouse: PS/2 Compatible Mouse & Mouse Pad * Identical model is used for Spanish Language workstations, except for Spanish language keyboard</p>
Peripherals	<p>*Included for cash grant recipients</p> <ul style="list-style-type: none"> • APC - PER7T - Power Strip • HP4050TN Printer with 10/100 • Kensington Lock • Network in a Box Kit- varying lengths category 5 cables • 3COM 56K LAN Router & PER7T Power Strip • 2 sets of headphones and one Y-adapter, or one pair of speakers <p>Networking Equipment per building:</p> <ul style="list-style-type: none"> • One 24 port AT CentreCOM 10/100 BaseT Ethernet switch
Content Server	
Hardware	<p>NS7400-933 (Server) Processor: Intel 933 MHz Pentium III Processor with 512K ECC Cache Memory: 512 MB of 133 MHz ECC SDRAM Monitor: EV500 15" (13.9"viewable area) Graphics Accelerator: Integrated 32-bit PCI Graphics with 4MB DRAM Hard Drive: IBM Ultrastar U160 18-GB SCSI SCA Floppy Drive: 3.5" 1.44 MB Diskette Drive Zip Drive: Iomega 250 zip internal drive (backward compatible to 100MB) CD-ROM: 20X/48X EIDE CD-ROM Back up Unit: 10/20 GB TR5 SCSI TBU Network Card: Intel Ether Express PRO Adapter (on-board) Keyboard: 104+ Keyboard Mouse: PS/2 Compatible Mouse & Mouse Pad Uninterruptible Power Supply: APC Smart-UPS 700</p>

*Partial
Shirts
any request
for printer*

4,500

2000 STATISTICS FOR NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

Elwood total items circulated :98,015. A 3% increase from 1999.

Frankton total items circulated : 33,794. A 6% decrease from 1999.

Hazelbaker total items circulated : 22, 928. A 7% increase from 1999.

Patron Traffic : 104, 479 A 19% increase in patron traffic from 1999 in Elwood.

Patron Traffic : 21, 216 A 6% decrease in patron traffic from 1999 in Frankton.

Patron Traffic : 12, 552 A 2% increase in patron traffic from 1999 in Hazelbaker.

Reference Questions :

Elwood : 856
Frankton : 1307
H'Bak : 477

Patron Assistance :

Elwood : 30,267
Frankton : 3,834
H'Bak : 3,420

Computer Usage :

Elwood Adult : 8,432
Elwood Juv. : 6,094
Frankton : 2,245
H'Bak : Adult 3,014
H'Bak: Juv: 874

Programs:	No. of programs	Attendance
Elwood Adult:	5	1013
Juv.	191	3695
F'ton Adult:	18	54
Juv.	25	240
H'bak Adult:	19	255
Juv.	83	950

Prepared by Glenna Stewart

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	DEC 1999	DEC 2000	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	2519	2874	355	14%	37282
JUVENILE	1886	1722	-164	-9%	26135
Y. A.	104	176	72	69%	1979
PERIOD.	375	311	-64	-17%	5834
AUDIO	147	135	-12	-8%	2600
VIDEO	2060	1998	-62	-3%	34205
TOTAL	7091	7216	125	2%	98015
FRANKTON					
ADULT	971	714	-257	-26%	11738
JUVENILE	641	486	-155	-24%	8214
Y. A.	24	18	-6	-25%	438
PERIOD.	256	173	-83	-32%	3288
AUDIO	7	38	31	443%	417
VIDEO	865	768	-97	-11%	9699
TOTAL	2764	2197	-567	-21%	33794
HAZELBAKER					
ADULT	534	572	38	7%	8072
JUVENILE	323	340	17	5%	6895
Y. A.	23	32	9	39%	409
PERIOD.	85	93	8	9%	1608
AUDIO	9	31	22	244%	513
VIDEO	489	389	-100	-20%	5431
TOTAL	1463	1457	-6	0%	22928
SYSTEM					
ADULT	4024	4160	136	3%	57072
JUVENILE	2850	2548	-302	-11%	41244
Y. A.	151	226	75	50%	2826
PERIOD.	716	577	-139	-19%	10730
AUDIO	163	204	41	25%	3530
VIDEO	3414	3155	-259	-8%	39335
TOTAL	11318	10870	-448	-4%	154737
ELWOOD FRANKTON HAZELBAK.					
TRAFFIC	7746	1287	651		
REF.	41	30	74		
ASSITS.	1462	303	178		
COMP A.	575	124	143		
J.	437	N/A	74		
PROG. A.	4/350	N/A	3/100		
J.	20/350	3/12	5/39		

Prepared by Glenna Stewart

TRANSFER OF APPROPRIATIONS
December 11, 2000

WHEREAS, It has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget; now, therefore:

Sec 1. Be it ordained by the North Madison County Public Library Board of Trustees, Madison County, that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same:

1.13 Wages of Janitor	\$ 1,000.00
1.16 Employers Share FICA & Medicare	1,500.00
1.19 Employers Contribution Group Insurance	500.00
2.1 Office Supplies	650.00
2.22 Other Operating Supplies	1,000.00
2.23 Fuel, Oil and Lubricants	50.00
2.24 Building Materials and Supplies	100.00
2.26 Repair Parts/Maintenance	2,500.00
2.27 Other Repair & Maintenance Supplies	300.00
3.1 Professional Services	12,000.00
3.31 Advertising & Public Notices	200.00
3.4 Insurance	1,250.00
3.54 Waste Disposal Services	400.00
3.8 Dues	50.00
4.2 Furniture & Equipment	13,500.00
4.21 Technology Equipment	11,000.00
4.42 Summitville Periodicals & Newspapers	350.00
TOTAL for Operating Fund	\$46,350.00

WHEREAS, it has been shown that certain existing appropriations now have unobligated balances that will not be needed for the purposes for which appropriated, it is further ordained that the following existing appropriations be reduced in the following amounts:

1.11 Salary of Director	\$ 460.00
1.12 Salary of Assistants	10,220.00
1.14 Employee Benefits	370.00
1.18 Employers Contribution PERF	3,000.00
2.12 Stationary & Supplies	500.00
2.25 Paint & Painting Supplies	450.00
2.31 Book Processing	500.00
2.32 Automation	2,500.00
2.11 Official Records	800.00
3.11 Consulting Services	4,800.00
3.12 Legal Services	4,000.00
3.14 Engineering & Architects	5,000.00

3.21 Telephone & Telegraph	1,000.00
3.22 Postage & UPS	100.00
3.23 Traveling Expense	200.00
3.24 Professional Meetings	2,000.00
3.27 Elwood Adult Programming	1,000.00
3.51 Gas	1,500.00
3.52 Electricity	1,000.00
3.61 Building & Structure/Maintenance	500.00
3.62 Equipment/Maintenance	1,500.00
3.72 Equipment/Rental	2,000.00
3.81 Taxes	700.00
4.31 Elwood Adult	1,500.00
4.4 Elwood Periodicals & Newspapers	200.00
4.41 Frankton Periodicals & Newspapers	400.00
4.54 Technology Software	150.00
TOTAL for Operating Fund	\$46,350.00

Adopted this 11th Day of December, 2000..

NAY

AYE

Jerry J. Kauer

Maider Dwyer

Kevin Hyle

Betty Caldwell

Ann D. Hillander

ATTEST:

David K. Hoffman

David Hoffman, Secretary

Beverly Austin

Beverly Austin, Director

Proposal for Service

Monday, December 18, 2000

Proposal # 112155A



Bill To
NORTH MADISON COUNTY/ELWOOD PUBLI
1600 MAIN STREET
ELWOOD , IN

Job Location
ELWOOD LIBRARY
1600 MAIN ST.
ELWOOD , IN

Description

Re: PHONE ROOM Model: N/A Serial: N/A

Per the request of your company, Edwards is pleased to submit the following proposal to create proper ventilation of the Phone Room at the above listed location. We will install a thermostatically controlled exhaust fan in the Phone Room that activates to create air changes that result in cooling the phone equipment. When the fan is not operating, the natural air draw from the return in the ceiling will create some ventilation. We will install an access door in the wall to access the ceiling above the Phone Room. After the amendments have been completed, the technician will check for proper operation. Price includes the material, labor, equipment, truck charges, applicable taxes, and initial startup testing.

***Please reference proposal 112155 for another option on creating proper ventilation for the Phone Room.

Proposal Total \$1,112.83

David Howell
Service Department

Proposal # 112155A

Acceptance of Proposal

Please acknowledge acceptance of this proposal by signing and faxing to (317)543-3482. The prices, specifications and conditions listed below are satisfactory and are hereby accepted. You are authorized to do the work as specified.

NOTE: This proposal may be withdrawn by Edwards Electrical Mechanical, Inc. if not accepted within (90) days

DATE ACCEPTED: _____
PURCHASE ORDER _____

SIGNATURE: _____
PRINTED NAME: _____

Warranty Policy

Edwards Electrical Mechanical will cover all parts and labor for the work performed, as described on this proposal, for (90) days from the install date. Only the parts and materials listed on this proposal shall be covered.

New Equipment: Edwards Electrical Mechanical Inc. shall warrant all parts and labor on new equipment installed by EDWARDS for a period of one year from the date of startup.

Compressors: Edwards Electrical Mechanical Inc. shall warrant compressors per the manufacturers specifications. We shall warrant parts, mlec. material and labor for a period of ninety days from the date of startup.

David Howell
Service Department

Proposal for Service

Monday, December 18, 2000

Proposal # 112155



SITE:
NORTH MADISON COUNTY/ELWOOD PUBLI
1600 MAIN STREET
ELWOOD , IN

Job Location
ELWOOD LIBRARY
1600 MAIN ST.
ELWOOD , IN

Description

Re: PHONE ROOM **Model:** N/A **Serial:** N/A

Per the request of your company, Edwards is pleased to submit the following proposal to create proper ventilation of the Phone Room at the above listed location. We will use the existing return-air ceiling plenum to draw air through the phone room. This will create air changes that will result in removing heat from the phone equipment. We will cut an access door through the wall to access the ceiling above the phone room. After the amendments have been completed, the technician will check for proper operation. Price includes material, labor, equipment, truck charges, applicable taxes, and initial startup testing.

***Please reference proposal 112155A for another option on creating proper ventilation to the Phone Room.

Proposal Total \$505.00

David Howell
Service Department

Proposal # 112155

Acceptance of Proposal

Please acknowledge acceptance of this proposal by signing and texting to (317)843-3482. The prices, specifications and conditions listed below are satisfactory and are hereby accepted. You are authorized to do the work as specified.

NOTE: This proposal may be withdrawn by Edwards Electrical Mechanical, Inc. if not accepted within (60) days

DATE ACCEPTED: _____

SIGNATURE: _____

PURCHASE ORDER _____

PRINTED NAME: _____

Warranty Policy

Edwards Electrical Mechanical will cover all parts and labor for the work performed, as described on this proposal, for (90) days from the install date. Only the parts and materials listed on this proposal shall be covered.

New Equipment: Edwards Electrical Mechanical Inc. shall warrant all parts and labor on new equipment installed by EDWARDS for a period of one year from the date of startup.

Compressors: Edwards Electrical Mechanical Inc. shall warrant compressors per the manufacturers specifications. We shall warrant parts, misc. material and labor for a period of ninety days from the date of startup.

David Howell
Service Department

ENCUMBRANCE LIST
 OUT OF THE 2000 Operating Fund
 Add to 2001 Operating Fund

Encumbrances to be taken out of the 2000 Operating Fund and added to the 2001 Operating Fund

Tuck Point Arch Elwood Community School	\$1,150.00
Copier - Elwood US Office Products	3,605.00
Telecommunications Closet Edwards Electrical & Mechanical	1,112.83
Security Gates Gaylord	13,714.76
Total	<u>\$19,582.59</u>

POTENTIAL ENCUMBRANCE LIST

Encumbrances to be taken out of the 2000 Operating Fund and added to the 2001 Operating Fund

2.22	Other Operating Supplies	Superior Lighting Florescent lighting	\$ 400.00
3.1	Professional Services	Edwards Ductless Air System-Server Room	6,502.35
3.1	Professional Services	Elwood Community School Tuck point arch	1,150.00
4.2	Furniture & Equipment	US Office Products Copy machine - Elwood	3,605.00
4.2	Furniture & Equipment	3M Security Gates - Elwood	6,000.00
4.2	Furniture & Equipment	Quill Fireproof safe - Summitville	1,144.99
4.21	Technology Equipment	Dell Three computers - Youth Service	3,876.00

ENCUMBRANCE LIST
OUT OF THE 2000 Operating Fund
Add to 2001 Operating Fund

Encumbrances to be taken out of the 2000 Operating Fund and added to the 2001 Operating Fund

Tuck Point Arch Elwood Community School	\$1,150.00
Copier – Elwood US Office Products	3,605.00
Telecommunications Closet Edwards Electrical & Mechanical	1,112.83
Security Gates Gaylord	13,714.76
Total	<u>\$19,582.59</u>

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Encumbrances to be taken out of the 2000 Operating Fund and added to the 2001 Operating Fund

2.22	Other Operating Supplies	Superior Lighting	\$ 400.00
		Florescent lighting	
3.1	Professional Services	Edwards	6,502.35
		Ductless Air System-Server Room	
3.1	Professional Services	Elwood Community School	1,150.00
		Tuck point arch	
4.2	Furniture & Equipment	US Office Products	3,605.00
		Copy machine - Elwood	
4.2	Furniture & Equipment	3M	6,000.00
		Security Gates - Elwood	
4.2	Furniture & Equipment	Quill	1,144.99
		Fireproof safe - Summitville	
4.21	Technology Equipment	Dell	3,876.00
		Three computers - Youth Service	

.S. Office Products

105 N. Walnut Street
 Muncie, IN 47303
 65) 288-7262
 David Burgauer, V.P.

QUOTATION

TO

ELWOOD PUBLIC LIBRARY
 1600 Main St.
 Elwood, Ind 46036
 ATT: DIANA

DATE 12/1/2000


FAX 552 5001

WE ARE PLEASED TO QUOTE AS FOLLOWS:

YOUR INQUIRY _____

TERMS _____

ESTIMATED SHIPPING DATE _____

	PRICE	AMOUNT
TOSHIBA COPIER (DIGITAL) MODEL 1870 **DP 1870 WITH: 2nd CASSETTE STAND AUTOMATIC DOCUMENT FEEDER YOUR PRICING IS: ---		3,605.00
**LIST PRICE 5,589.00		
LEASING, FMV LEASE NO INTEREST FOR 36 months: DIVIDE PRICE BY 36, THATS YOUR PAYMENT :		
I THANK YOU David 800 467 7262 		
ABOVE PRICES GOOD FOR _____ DAYS		

OFFICIAL SIGNATURE _____


S. Office Products

05 N. Walnut Street
 Muncie, IN 47303
 65) 288-7262
 David Burgauer, V.P.

QUOTATION

TO

ELWOOD PUBLIC LIBRARY
 1600 Main St.
 Elwood, Ind 46036
 ATT: Diana

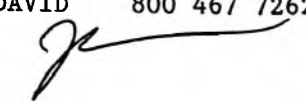
DATE 11/10/2000

WE ARE PLEASED TO QUOTE AS FOLLOWS:

YOUR INQUIRY _____

TERMS _____

ESTIMATED SHIPPING DATE _____

DESCRIPTION	
I CAN RECCOMEND EITHER TOSHIBA COPIER. MODEL 1560 & 2060--(THE DIFFERENCE--ONE IS 15 COPIES PER MIN, ONE IS 20 CPM. BOTH UNITS WILL DO 11 X 17 and BOTH UNITS WILL HAVE (2) CASSETTES, AND A BYPASS. AND A STAND: **THE 1560 IS ONLY 15.00 LESS MONEY, SO I'M QUOTING ONLY THE 2060 **** <u>TOSHIBA COPIER MODEL 2060</u> WITH 2 CASSETTES AND STAND: LIST PRICE IS \$4,693.00 YOUR PRICING:-----	\$2,018.00
SUPER PRICING AND SUPER SERVICE FROM A COMPANY THAT MY GRANDFATHER STARTED IN 1907::: WE WOULD INSTALL, TRAIN AND GUARANTEE TOO YOU. CALL ME DAVID 800 467 7262 	
ABOVE PRICES GOOD FOR _____ DAYS	

OFFICIAL SIGNATURE _____




November 21, 2000

Elwood Library
Tipton, IN

COPIER QUOTATION on SHARP AR-250 Digital Imager

Specifications:

- 25 copies per minute
- 65 sec. warm-up time
- 5.2 sec. First copy time
- Lift Lid - Stationary Platen
- 3 Paper sources
 - 2 - 500 Sheet 8 1/2" x 11" paper drawers
 - 1 - 50 Sheet stacking bypass
- Automatic Exposure w/Photo Mode
- Zoom reduction & enlargement 25% to 800%
- With stand

Purchase information:

Sharp AR-250 Copier w/options listed

List Price

\$7,400.00

Your Price

\$5,250.00

Trade-in on SF-2020 copier (238,000 copies) \$ 500.00

SPECIAL PRICING :

Either 10% additional off purchase price or 24 Month Zero Interest Lease

Lease information:

- 24 Month lease - Zero Interest Lease
- Monthly payments - \$197.91 each. (with trade)
- Equipment is property of leasee after last payment has been made
- First and last months payments are due in advance.
- Extended Maintenance Agreement is required during the lease period

Extended Maintenance (Service & supplies):

- Monthly per copy cost is \$0.0128, billed monthly. This includes all supplies (developer, drum and fuser rollers) except toner and paper.
- Toner is \$101.90 per cartridge for approximately 22,000 copies.
- A carton of 10 cartridges is \$815.20

Thank You,

Steve Peters
Steve Peters



Proposal for Service

Monday, December 18, 2000

Proposal # 112155A



ELECTRICAL & MECHANICAL, INC.

Bill To

NORTH MADISON COUNTY/ELWOOD PUBLI
1600 MAIN STREET
ELWOOD , IN

Job Location

ELWOOD LIBRARY
1600 MAIN ST.
ELWOOD , IN

Description

Re: PHONE ROOM Model: N/A Serial: N/A

Per the request of your company, Edwards is pleased to submit the following proposal to create proper ventilation of the Phone Room at the above listed location. We will install a thermostatically controlled exhaust fan in the Phone Room that activates to create air changes that result in cooling the phone equipment. When the fan is not operating, the natural air draw from the return in the ceiling will create some ventilation. We will install an access door in the wall to access the ceiling above the Phone Room. After the ammendments have been completed, the technician will check for proper operation. Price includes the material, labor, equipment, truck charges, applicable taxes, and infial startup testing.

***Please reference proposal 112155 for another option on creating proper ventilation for the Phone Room.

Proposal Total \$1,112.83

David Howell
Service Department

Gaylord Price Quote

For: **NORTH MADISON COUNTY PUBLIC LIBRARY**
 1600 MAIN ST
 ELWOOD, IN, 46036 -2023
 Contact: DIANA SHEPARD (Acct# 200876)

Date: 12/11/2000

Gaylord Bros.
 P.O. Box 4901
 Syracuse, NY 13221-4901
 Phone: 800-345-5330
 Fax: 800-595-7265

Phone: (765) 552-5001
 Fax: (765) 552-0955

To receive pricing when ordering reference Gaylord Priority Code: 3772

Product #	Description	Qty	Unit Price	Freight	TOTAL
3M2302	Dual Aisle Direct Mount 3M Detection System Model 2300 {Each}	1	\$5,955.00	\$174.88	\$5,955.00
BASEPLATE-2302	Dual Aisle 36" Base Plate For 3M Detection System 2300 {Each}	1	\$727.50	\$0.00	\$727.50

Product SubTotal	\$6,682.50
Freight Total	\$174.88
Estimated Tax	
Other	
Grand Total	\$6,857.38

Comments:
 PRICE INCLUDES INSTALLATION AND 12 MONTH SERVICE AGREEMENT
 Diana, if you have any comments or questions please contact me.
 Matt

Sales tax extra if applicable
 Please state color choice when ordering

Terms: Net 30
 FOB Origin (PrePaid & Added)

Shipment: 4 weeks ARO

Price Firm Until: 02/11/2001

Gaylord Representative: Matt Mann

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	DEC 1999	DEC 2000	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	2519	2874	355	14%	37282
JUVENILE	1886	1722	-164	-8%	26135
Y. A.	104	178	72	69%	1979
PERIOD.	375	311	-64	-17%	5834
AUDIO	147	135	-12	-8%	2600
VIDEO	2080	1998	-82	-3%	34205
TOTAL	7091	7216	125	2%	98015
FRANKTON					
ADULT	971	714	-257	-26%	11738
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Y. A.	24	18	-6	-25%	438
PERIOD.	256	173	-83	-32%	3288
AUDIO	7	38	31	443%	417
VIDEO	885	768	-97	-11%	9699
TOTAL	2764	2197	-567	-21%	33794
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JUVENILE	323	340	17	5%	6895
Y. A.	23	32	9	39%	409
PERIOD.	85	93	8	9%	1608
AUDIO	9	31	22	244%	513
VIDEO	489	389	-100	-20%	5431
TOTAL	1463	1457	-6	0%	22928
SYSTEM					
ADULT	4024	4160	136	3%	57072
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AUDIO	163	204	41	25%	3530
VIDEO	3414	3155	-259	-8%	39335
TOTAL	11318	10870	-448	-4%	154737
	ELWOOD	FRANKTON	HAZELBAK.		
TRAFFIC	7746	1287	651		
REF.	41	30	74		
ASSITS.	1462	303	178		
COMP A.	575	124	143		
J.	437	N/A	74		
PROG. A.	4/350	N/A	3/100		
J.	20/350	3/12	5/39		

**COMPARISON OF 1999 AND 2000 STATISTICS OF THE NORTH MADISON
COUNTY PUBLIC LIBRARY SYSTEM**

	1999	2000	
ELWOOD			
Adult	36274	37262	+988
Juvenile	25518	26135	+617
Y.A.	1583	1979	+396
Periodical	5113	5834	+721
Audio	2646	2600	-46
Video	23888	34205	+10317
TOTAL	95022	98015	+2993
FRANKTON			
Adult	12858	11738	-1120
Juvenile	8781	8214	-567
Y.A.	289	438	+149
Periodical	3564	3288	-276
Audio	259	417	+158
Video	10264	9699	-565
TOTAL	36015	33794	-2221
HAZELBAKER			
Adult	7862	8072	+210
Juvenile	5726	6895	+1169
Y.A.	338	409	+71
Periodical	1730	1608	-122
Audio	265	513	+248
Video	5352	5431	+79
TOTAL	21273	22928	+1655
SYSTEM			
Adult	56994	57072	+78
Juvenile	40025	41244	+1219
Y.A.	2210	2826	+616
Periodical	10307	10720	+323
Audio	3170	3530	+360
Video	39504	39335	-169
TOTAL	152310	154727	+2427

(Closed 5 extra days in 2000—1 at Christmas, 1 in-service, 3 weather related)

Financial Report

North Madison County Public Library System

Report Dates = 12/1/00 to 12/31/00

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. Operating Fund						
100						
105 Operating Fund Investment	\$313,755.82	\$70,834.30	\$815,301.74	\$284,502.82	\$225,614.76	\$284,822.24
	\$0.00	\$0.00	\$125,000.00	\$0.00	\$125,000.00	\$0.00
Subtotal	\$313,755.82	\$70,834.30	\$940,301.74	\$284,502.82	\$350,614.76	\$284,822.24
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$92.00	\$0.00	\$812.00	\$24.00	\$222.00	\$152.00
110 LIRF Investment	\$0.00	\$25,000.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00
115 LIRF	\$33,130.80	\$0.00	\$25,000.00	\$25,939.69	\$25,939.69	\$34,075.45
120 Gift	\$12,168.58	\$204.53	\$5,577.65	\$129.10	\$5,342.52	\$11,923.51
130 Debt Service Fund	\$0.00	\$121,000.00	\$242,000.00	\$116,646.45	\$247,689.05	\$5,623.06
Subtotal	\$45,391.38	\$146,204.53	\$298,389.65	\$142,739.24	\$304,859.33	\$51,661.06
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$2,758.81	\$39,405.92	\$2,758.81	\$39,405.92	\$0.00
202 FICA	\$0.00	\$1,609.06	\$21,582.78	\$1,609.06	\$21,582.78	\$0.00
203 State Tax Withheld	\$0.00	\$883.80	\$11,840.21	\$883.80	\$11,840.21	\$0.00
204 County Taxes Withheld	\$0.00	\$248.18	\$3,162.41	\$248.18	\$3,162.41	\$0.00
205 PERF	(\$65.52)	\$1,471.10	\$7,278.41	\$479.64	\$7,343.93	\$0.00
206 Credit Union	\$0.00	\$994.39	\$16,640.48	\$994.39	\$16,640.48	\$0.00
207 Annuity	\$0.00	\$365.00	\$5,045.00	\$365.00	\$5,045.00	\$0.00
208 Insurance	\$0.00	\$577.16	\$8,738.33	\$577.16	\$8,738.33	\$0.00
209 Medicare	\$0.00	\$376.36	\$5,047.79	\$376.36	\$5,047.79	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	(\$65.52)	\$9,283.86	\$118,741.33	\$8,292.40	\$118,806.85	\$0.00
Grand Total	\$359,081.68	\$235,322.78	\$1,357,432.72	\$415,956.46	\$1,414,280.94	\$415,929.90

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Appropriation Report for 100

North Madison County Public Library System

Report Date: From 12/1/00 To 12/31/00

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$35,015.00	(\$19,960.00)	\$15,055.00	\$0.00	\$15,050.27	\$4.73	100.0
1.12 Salary of Assistants	\$332,281.00	(\$10,220.00)	\$322,061.00	\$24,595.33	\$315,508.62	\$6,552.38	98.0
1.13 Wages of Janitor	\$16,962.00	\$1,000.00	\$17,962.00	\$1,357.46	\$17,552.31	\$409.69	97.7
1.14 Employee Benefits	\$1,500.00	(\$370.00)	\$1,130.00	\$0.00	\$1,126.02	\$3.98	99.6
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$25,742.00	\$1,500.00	\$27,242.00	\$1,985.42	\$26,630.57	\$611.43	97.8
1.18 Emp Cont PERF	\$30,000.00	(\$3,000.00)	\$27,000.00	\$4,413.14	\$21,839.98	\$5,160.02	80.9
1.19 Emp Cont Group Ins	\$8,000.00	\$500.00	\$8,500.00	\$673.35	\$8,390.16	\$109.84	98.7
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	100.0
Subtotal	\$449,800.00	(\$30,550.00)	\$419,250.00	\$33,324.70	\$406,397.93	\$12,852.07	96.9
<i>2. Supplies</i>							
2.1 Office Supplies	\$8,000.00	\$650.00	\$8,650.00	\$1,063.22	\$8,650.00	\$0.00	100.0
2.12 Stationary & Supplies	\$750.00	(\$500.00)	\$250.00	\$164.00	\$250.00	\$0.00	100.0
2.13 Other Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.21 Cleaning & Sanitation Supplies	\$2,500.00	\$0.00	\$2,500.00	\$272.87	\$2,229.95	\$270.05	89.2
2.22 Other Operating Supplies	\$6,000.00	\$1,000.00	\$7,000.00	\$1,762.37	\$6,889.03	\$110.97	98.4
2.23 Fuel, Oil and Lubricants	\$50.00	\$50.00	\$100.00	\$0.00	\$50.83	\$49.17	50.8
2.24 Bldg. Matl. And Supplies	\$500.00	\$100.00	\$600.00	\$0.00	\$555.07	\$44.93	92.5
2.25 Paint and painting supplies	\$500.00	(\$450.00)	\$50.00	\$0.00	\$43.00	\$7.00	86.0

<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</i>
2.26 Repair Parts/Maintenance	\$1,000.00	\$2,500.00	\$3,500.00	\$0.00	\$3,223.58	\$276.42	92.1
2.27 Other Repair & mainten.supplies	\$1,500.00	\$300.00	\$1,800.00	\$15.00	\$1,799.76	\$0.24	100.0
2.3 Other Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.31 Book Processing	\$6,000.00	(\$500.00)	\$5,500.00	\$1,473.31	\$5,309.70	\$190.30	96.5
2.32 Automation	\$15,000.00	(\$2,500.00)	\$12,500.00	\$0.00	\$12,263.50	\$236.50	98.1
Subtotal	\$41,800.00	\$650.00	\$42,450.00	\$4,750.77	\$41,264.42	\$1,185.58	97.2
2. Supplies							
2.11 Official Records	\$1,650.00	(\$800.00)	\$850.00	\$41.17	\$712.03	\$137.97	83.8
Subtotal	\$1,650.00	(\$800.00)	\$850.00	\$41.17	\$712.03	\$137.97	83.8
3. Other Services and Charge							
3.1 Professional Services	\$15,000.00	\$12,000.00	\$27,000.00	\$9,164.46	\$25,422.32	\$1,577.68	94.2
3.11 Consulting Services	\$5,000.00	(\$4,800.00)	\$200.00	\$0.00	\$145.00	\$55.00	72.5
3.12 Legal Services	\$5,000.00	(\$4,000.00)	\$1,000.00	\$334.50	\$673.50	\$326.50	67.3
3.13 Other Professional Services	\$0.00	\$19,500.00	\$19,500.00	\$2,692.30	\$18,173.03	\$1,326.97	93.2
3.14 Engineering & Architects	\$5,000.00	(\$5,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.21 Telephone & Telegraph	\$10,000.00	(\$1,000.00)	\$9,000.00	\$674.27	\$8,110.15	\$889.85	90.1
3.22 Postage & UPS	\$2,500.00	(\$100.00)	\$2,400.00	\$338.91	\$2,321.87	\$78.13	96.7
3.23 Traveling Expense	\$2,400.00	(\$200.00)	\$2,200.00	\$280.08	\$2,025.10	\$174.90	92.0
3.24 Professional Meetings	\$3,000.00	(\$2,000.00)	\$1,000.00	\$0.00	\$920.14	\$79.86	92.0
3.26 Elwood Children's Programing	\$1,000.00	\$0.00	\$1,000.00	\$340.79	\$949.86	\$50.14	95.0
3.27 Elwood Adult Programing	\$2,000.00	(\$1,000.00)	\$1,000.00	\$11.96	\$797.53	\$202.47	79.8
3.28 Frankton Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$653.00	\$347.00	65.3
3.29 Summitville Programing	\$700.00	\$0.00	\$700.00	\$99.13	\$667.20	\$32.80	95.3
3.3 Title Source	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	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</i>
3.31 Advertising & Public Notices	\$250.00	\$200.00	\$450.00	\$0.00	\$389.52	\$60.48	86.6
3.32 Printing, other than Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.4 Insurance	\$7,000.00	\$1,250.00	\$8,250.00	\$1,234.00	\$8,211.00	\$39.00	99.5
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$0.00	\$308.00	\$42.00	88.0
3.51 Gas	\$6,000.00	(\$1,500.00)	\$4,500.00	\$761.06	\$4,500.00	\$0.00	100.0
3.52 Electricity	\$22,000.00	(\$1,000.00)	\$21,000.00	\$1,378.92	\$21,000.00	\$0.00	100.0
3.53 Water	\$2,400.00	\$0.00	\$2,400.00	\$418.93	\$2,367.42	\$32.58	98.6
3.54 Waste Disposal Services	\$250.00	\$400.00	\$650.00	\$17.53	\$496.78	\$153.22	76.4
3.61 Bldg. & Structure/Maint.	\$1,000.00	(\$500.00)	\$500.00	\$272.97	\$372.97	\$127.03	74.6
3.62 Equipment/Maint.	\$4,000.00	(\$1,500.00)	\$2,500.00	\$151.00	\$2,420.46	\$79.54	96.8
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 Equipment/Rental	\$3,000.00	(\$2,000.00)	\$1,000.00	\$303.00	\$1,000.00	\$0.00	100.0
3.8 Dues	\$700.00	\$50.00	\$750.00	\$0.00	\$731.23	\$18.77	97.5
3.81 Taxes	\$800.00	(\$700.00)	\$100.00	\$0.00	\$100.00	\$0.00	100.0
3.9 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
Subtotal	\$101,350.00	\$8,100.00	\$109,450.00	\$18,473.81	\$103,756.08	\$5,693.92	94.8
4. Capitol Outlays							
4.1 Land Buildings Improvements	\$500.00	\$0.00	\$500.00	\$0.00	\$161.50	\$338.50	32.3
4.2 Furniture & Equipment	\$2,500.00	\$23,500.00	\$26,000.00	\$1,350.79	\$16,075.32	\$9,924.68	61.8
4.21 Technology Equipment	\$2,050.00	\$11,000.00	\$13,050.00	\$10,887.78	\$12,560.63	\$489.37	96.3
4.31 Elwood Adult	\$35,000.00	(\$1,500.00)	\$33,500.00	\$4,420.99	\$31,413.63	\$2,086.37	93.8
4.32 Elwood Childrens	\$12,500.00	\$0.00	\$12,500.00	\$74.99	\$12,430.09	\$69.91	99.4
4.33 Elwood YA	\$2,000.00	\$0.00	\$2,000.00	\$183.11	\$1,993.47	\$6.53	99.7
4.34 Frankton	\$23,000.00	\$0.00	\$23,000.00	\$3,533.35	\$22,328.79	\$671.21	97.1

<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</i>
4.35 Summitville	\$12,743.00	\$236.76	\$12,979.76	\$1,054.12	\$12,846.91	\$132.85	99.0
4.36 Elwood Indiana Room	\$4,000.00	\$0.00	\$4,000.00	\$7.12	\$3,729.84	\$270.16	93.2
4.4 Elwood Period. & News.	\$4,425.00	(\$200.00)	\$4,225.00	\$213.20	\$4,056.61	\$168.39	96.0
4.41 Frankton Per. & Newsp.	\$2,400.00	(\$400.00)	\$2,000.00	\$214.31	\$1,750.78	\$249.22	87.5
4.42 Summitville Period. & Newsp.	\$1,250.00	\$350.00	\$1,600.00	\$105.00	\$1,548.45	\$51.55	96.8
4.51 Elwood AV	\$8,000.00	\$0.00	\$8,000.00	\$935.62	\$7,997.52	\$2.48	100.0
4.52 Frankton AV	\$4,480.00	\$0.00	\$4,480.00	\$0.00	\$4,477.61	\$2.39	99.9
4.53 Summitville AV	\$2,600.00	\$0.00	\$2,600.00	\$159.68	\$2,591.09	\$8.91	99.7
4.54 Techology Software	\$2,000.00	(\$150.00)	\$1,850.00	\$0.00	\$1,726.70	\$123.30	93.3
Subtotal	\$119,448.00	\$32,836.76	\$152,284.76	\$23,140.06	\$137,688.94	\$14,595.82	90.4
Grand Total	\$714,048.00	\$10,236.76	\$724,284.76	\$79,730.51	\$689,819.40	\$34,465.36	95.2

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Receipt Listing

North Madison County Public Library System

Report Date: From 12/1/00 To 12/31/00

Receipt #	Date	Name	Explanation	Bank	Total
575	12/6/00	PAYROLL		1	\$4,223.88
576	12/8/00	STAR FINANCIAL BANK	NOVEMBER INTEREST	1	\$215.57
577	12/8/00	HUNTINGTON BANK	NOVEMBER INTEREST	2	\$23.88
578	12/8/00	COMMUNITY BANK	NOVEMBER INTEREST	3	\$17.98
579	12/8/00	AUDITOR OF STATE OF IN	VOID RECEIPT - POSTED GRANT CHECK TWO TIMES - SEE RECEIPT # 596	1	\$0.00
580	12/20/00	PAYROLL		1	\$4,068.52
581	12/1/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT #3124	1	\$53.73
582	12/1/00	NATIONAL CITY BANK	FRANKTON RENT - RECEIPT #3125	1	\$500.00
583	12/1/00	NANCY MURRAY	FINES AND FEES - RECEIPT #3126	1	\$47.60
584	12/4/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3127	1	\$44.90
585	12/4/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3128	1	\$49.90
586	12/5/00	BARB MCADAMS	FINES AND FEES - RECEIPT #3129	1	\$64.30
587	12/5/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3130	1	\$93.05
588	12/5/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT #3131	1	\$45.90
589	12/6/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3132	1	\$56.75
590	12/6/00	BETTY CALDWELL	DONATION TO ELWOOD - RECEIPT #3133	1	\$40.00
591	12/7/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3134	1	\$58.73
592	12/7/00	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT #3135	1	\$8.00
593	12/8/00	NANCY MURRAY	FINES AND FEES - RECEIPT #3136	1	\$76.45
594	12/8/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 3137	1	\$46.60
595	12/8/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3138	1	\$35.10
596	12/8/00	AUDITOR OF STATE OF IN	REIMBURSIBLE TECHNOLOGY GRANT - RECEIPT #3139	1	\$1,000.00
597	12/11/00	NANCY MURRAY	FINES AND FEES - RECEIPT #3140	1	\$20.35
598	12/11/00	BRENDA WILLIAMS	FINES AND FEES - RECEIPT #3141	1	\$8.60
599	12/12/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3142	1	\$87.98
600	12/12/00	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT #3143	1	\$6.00
601	12/13/00	BARB MCADAMS	FINES AND FEES - RECEIPT # 3144	1	\$53.70
602	12/13/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3145	1	\$34.90
603	12/14/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3146	1	\$8.10
604	12/15/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3147	1	\$15.90
605	12/15/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3148	1	\$71.90
606	12/19/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3149	1	\$43.79
607	12/19/00	NANCY MURRAY	FINES AND FEES - RECEIPT #3150	1	\$19.83

<i>Receipt #</i>	<i>Date</i>	<i>Name</i>	<i>Explanation</i>	<i>Bank</i>	<i>Total</i>
608	12/19/00	ENEDINA I. MOYER	DONATION TO SUMMITVILLE - RECEIPT # 3151	1	\$15.00
609	12/19/00	VARIOUS DONORS	DONATIONS TO SUMMITVILLE - RECEIPT # 3152	1	\$21.00
610	12/20/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3153	1	\$31.60
611	12/20/00	BARB MCADAMS	FINES AND FEES - RECEIPT #3154	1	\$55.10
612	12/20/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT #3155	1	\$19.80
613	12/21/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3157	1	\$46.37
614	12/21/00	SHARON FOUTS	FINES AND FEES RECEIPT #3158	1	\$28.80
615	12/22/00	NANCY MURRAY	FINES AND FEES - RECEIPT #3159	1	\$26.18
616	12/27/00	DARLENE KELICH	FINES AND FEES - RECEIPT # 3160	1	\$40.47
617	12/27/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3161	1	\$11.20
618	12/27/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 3162	1	\$33.80
619	12/27/00	FIRST FARMERS BANK & T	MATURE CD - CASHED IN AND INTEREST - RECEIPT # 3163	1	\$25,939.69
620	12/1/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 3123	1	\$11.00
621	12/20/00	BEVERLY AUSTIN	DONATION TO ELWOOD YOUTH SERVICES - RECEIPT # 3156	1	\$50.00
622	12/28/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3164	1	\$92.80
623	12/28/00	NATIONAL CITY BANK	FRANKTON RENTAL - RECEIPT # 3165	1	\$500.00
624	12/28/00	LORETTA DODD	DONATION TO INDIANA ROOM - RECEIPT # 3166	1	\$3.10
625	12/28/00	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT # 3167	1	\$4.00
626	12/29/00	EMILY DAVIDSON	FINES & FEES - RECEIPT # 3168	1	\$39.68
627	12/29/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3169	1	\$62.88
628	12/29/00	TREASURER MADISON CO	COUNTY OPTION TAX - DEC DIST - RECEIPT # 3170	1	\$14,587.14
629	12/29/00	TREASURER MADISON CO	FINANCIAL INSTITUTION TAX - DEC DIST - RECEIPT # 3171	1	\$1,428.00
630	12/29/00	TREASURER MADISON CO	TAX SETTLEMENT - DEC 2000 DIST - RECEIPT # 3172	1	\$361,766.96

Total All Receipts

\$415,956.46

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Voucher List

North Madison County Public Library System

Report Date: From 12/1/00 To 12/31/00

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	852	PAYROLL	12/6/00	PAYROLL	\$13,271.94
0	853	EFTPS	12/6/00	P/R ENDING 12/2/00	\$3,444.81
19549	854	INDIANA DEFERRED COMPEN	12/6/00	P/R ENDING 12/2/00	\$195.00
19552	855	MADISON COUNTY FEDERAL	12/6/00	P/R ENDING 12/2/00 - INCLUDES BEV AUSTIN SALARY OF \$1346.15	\$1,838.23
19553	856	TOWN OF FRANKTON	12/6/00	DUE DATE 12/05/00	\$80.35
19547	857	CITY WATER & SEWAGE DEP	12/6/00	BILLING DATE 11/25/00	\$128.04
19550	858	INDIANA GAS COMPANY	12/6/00	DUE DATE 12/11/00	\$36.64
19551	859	INDIANA-AMERICAN WATER C	12/6/00	WATER FOR SUMMITVILLE	\$38.02
19548	860	GOLDSBERRY'S FLOWER SH	12/6/00	CHRISTMAS WREATH	\$125.00
19555	861	AMERICAN STATES INSURAN	12/11/00	WORKERS COMP POLICY EFFECTIVE 1/1/01	\$1,234.00
19556	862	ANDREW HARPER	12/11/00	MOWING FOR OCTOBER AT FRANKTON	\$40.00
19557	863	AT&T	12/11/00	BILL DATE 11/21/00-ELWOOD BILL DATE 11/22/00-FRANKTON	\$44.14
19560	864	AVAYA COMMUNICATION	12/11/00	SERVICE AGREEMENT FORMERLY LUCENT TECHNOLOGY	\$137.64
19559	865	AUDIO VISUAL COMMUNICATI	12/11/00	SERVICE AGREEMENT FOR 12/00	\$119.00
19562	866	BARBARA SNIPES	12/11/00	MILEAGE FOR NOVEMBER	\$55.10
19563	867	BON PRINTING	12/11/00	INVOICE # 657, 661	\$362.00
19565	868	CHAPMAN ELECTRIC SUPPLY	12/11/00	FLOURESCENT LIGHT BULBS	\$204.98
19567	869	CINTAS CORPORATION	12/11/00	INVOICE # 716466887, 716468681	\$67.47
19569	870	CREATIVE PUBLISHING INTER	12/11/00	CHRISTMAS CLASSICS	\$34.90
19570	871	CVS PHARMACY	12/11/00	ACCOUNT # 6005 4321 4402 8658	\$22.17
19572	872	DEMCO	12/11/00	INVOICE # 110333	\$126.18
19574	873	ELWOOD CALL LEADER	12/11/00	ONE YEAR SUBSCRIPTION FOR FRANKTON, SUMMITVILLE	\$191.40
19575	874	FAMILY CHRISTIAN STORES	12/11/00	TRANSACTION # 14442	\$447.51
19576	875	GAYLORD BROS.	12/11/00	INVOICE # OH78434009, OH70493003	\$532.84
19577	876	GROLIER EDUCATIONAL	12/11/00	INVOICE # 10510871	\$295.74
19578	877	GRUNAU COMPANY	12/11/00	QUARTERLY FIRE SPRINKLER INSPECTION	\$245.00
19579	878	HARRIS INFOSOURCE	12/11/00	2001 INDIANA MFR DIRECTORY	\$124.10
19580	879	HORTON'S & SONS OF ELWO	12/11/00	INVOICE # 2312204, 2313570, 2314447	\$35.05
19582	880	IDLEWINE LAWNMOWER SAL	12/11/00	LAWN TRACTOR REPAIR	\$185.23
19584	881	INDIANAPOLIS STAR	12/11/00	52 WEEK SUBSCRIPTION FOR FRANKTON - ACCO 1840-001	\$102.96
19585	882	INSPIRATIONAL BOOK DISTRI	12/11/00	INVOICE # 21706, 21112	\$22.98
19586	883	JAMIE B. SCOTT	12/11/00	MILEAGE 8/00 - 11/00	\$59.36
19587	884	K MART	12/11/00	VARIOUS INVOICES	\$591.77
19589	885	LEXIS PUBLISHING	12/11/00	INVOICE # S22712	\$158.36
19590	886	LIBRARY STORE INC., THE	12/11/00	INVOICE # 227249, 274954, 277149	\$367.95
19591	887	MARVIN SAUBERT	12/11/00	LAWN CARE FOR 11/00	\$170.00

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
19593	888	MyFAMILY.COM	12/11/00	INVOICE # 40007783	\$7.12
19594	889	OXMOOR HOUSE	12/11/00	2000 CHRISTMAS WITH SOUTHERN LIVING	\$29.91
19595	890	PAMELA BOHLANDER	12/11/00	2000 NORTH MADISON COUNTY PUBLIC LIBRARY OF TRUSTEES TREASURER	\$300.00
19596	891	QUILL CORPORATION	12/11/00	INVOICE # 2363842, 2373334, 2587579, 2565748	\$1,002.63
19597	892	RAMSAY BUSINESS PRODUC	12/11/00	ACCOUNT # 2007	\$148.21
19599	893	SHARON FOUTS	12/11/00	MILEAGE FOR 2000	\$123.06
19602	894	STATE CHEMICAL MANUFACT	12/11/00	INVOICE # 90933798	\$380.70
19600	895	SPECIALTY STORE SERVICES	12/11/00	INVOICE # 816602, 813782	\$185.38
19598	896	REIMAN PUBLICATIONS	12/11/00	2001 TASTE OF HOME ANNUAL RECIPES	\$22.90
19603	897	VERIZON	12/11/00	ACCOUNT #135340268910584509	\$239.86
19604	898	WORLD ALMANAC EDUCATIO	12/11/00	INVOICE # 043438810003	\$38.43
19605	899	XCEL COMPUTER SYSTEMS, I	12/11/00	INVOICE # 70542, 70731 INSTALL T1 LINE	\$4,815.00
19554	900	22ND STREET HARDWARE	12/11/00	CLAIM # 3431	\$104.22
19564	901	CAROLYN LAMBERTSON	12/11/00	PETTY CASH REIMBURSEMENT	\$54.39
19566	902	CHRISTMAS DÉCOR BY NATU	12/11/00	DECORATING FOR ELWOOD PUBLIC LIBRARY	\$106.52
19571	903	DANA SORRELL	12/11/00	REFUND OF FINE FOR BOOK THAT WAS LOST AN RETURNED	\$26.60
19573	904	DIANA L. SHEPARD	12/11/00	MILEAGE	\$35.28
19581	905	HP PRODUCTS	12/11/00	INVOICE # 73051-00	\$75.38
19583	906	INDIANA GAS COMPANY	12/11/00	SERVICE PERIOD 11/30-12/1/00-SUMMITVILLE	\$108.21
19592	907	MIDWEST TAPE	12/11/00	VARIOUS INVOICES	\$1,061.58
19568	908	CONSOLIDATED PLASTICS C	12/11/00	INVOICE # 4651089	\$131.80
19588	909	LESS GAUSS INC.	12/11/00	INVOICE # 40015.00	\$205.80
19561	910	BAKER & TAYLOR	12/11/00	VARIOUS INVOICES	\$4,075.61
19558	911	AUDIO VISUAL COMMUNICATI	12/11/00	ACCOUNTING COMPUTER	\$2,187.00
19601	912	STAR PRESS,THE	12/11/00	ONE YEAR SUBSCRIPTION FOR NEWSPAPER	\$213.20
0	913	CVS PHARMACY	12/12/00	MASTERCARD PURCHASE - PAPER TOWELS	\$19.98
19607	914	AMERITECH	12/20/00		\$243.04
19608	915	ARAB TERMITE & PEST CONT	12/20/00		\$44.00
19611	916	BORDERS GROUP INC.	12/20/00	ACCOUNT # 6032890160019 ACCOUNT # 6032890160169	\$1,825.75
19614	917	DIANA L. SHEPARD	12/20/00	MILEAGE CLAIM	\$7.28
19615	918	FAMILY CHRISTIAN STORES	12/20/00	CUSTOMER # 017652	\$113.89
19616	919	GALE GROUP	12/20/00	CONTEMPORARY LITERARY CRITICISM	\$159.81
19618	920	HEINEMANN LIBRARY	12/20/00		\$29.90
19619	921	INDIANA CHAMBER	12/20/00	HERE IS YOUR IN GOVT 1999-2000	\$26.00
19622	922	INDIANA GAS COMPANY	12/20/00	SERVICE PERIOD 11/9-12/11/00	\$871.53
19624	923	K-MART	12/20/00	RECEIPT # 07393	\$436.74
19628	924	MIDWEST TAPE	12/20/00	INVOICE # 298157, 298156, 298158,	\$95.97
19629	925	OneMAIN.COM	12/20/00		\$88.35
19630	926	PILLSBURY CLASSIC COOKB	12/20/00	12 ISSUES OF CLASSIC COOKBOOKS	\$24.95
19632	927	QUILL CORPORATION	12/20/00	ACCOUNT # 00124330	\$311.43
19635	928	SUPERIOR LAMP AND SUPPL	12/20/00	FLORESCENT LIGHTS	\$415.38

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
19617	929	GALE GROUP	12/20/00	CANDLELIGHT ROMANCE PLAN THORNDIKE PRESS	\$98.01
19610	930	BAKER & TAYLOR	12/20/00	INVOICE # 2006805837, 2006818831, 2006805769, 2006799982, 3004063876	\$773.46
19633	931	RALPH MALEY	12/20/00	PURCHASE OF TOOLS	\$15.00
19609	932	AT&T	12/20/00	BILL DATE	\$58.88
19631	933	PURCHASE POWER	12/20/00	ACCOUNT # 2836 9860 20 1	\$288.67
19626	934	LIBRARY CORPORATION, THE	12/20/00	INVOICE # 30478	\$41.00
19606	935	AMERICAN ELECTRIC POWER	12/20/00		\$1,488.25
19625	936	LESTER NICELY	12/20/00	SNOW REMOVAL ON 12/13/00 - 12/17/00 - 12/19/00	\$217.50
0	937	PAYROLL	12/20/00	PAYROLL	\$12,680.85
0	938	EFTPS	12/20/00	P/R ENDING 12/16/00	\$3,284.84
19621	939	INDIANA DEPARTMENT OF RE	12/20/00	WITHHOLDING FOR 12/00	\$1,131.98
19620	940	INDIANA DEFERRED COMPEN	12/20/00	P/R ENDING 12/16/00	\$170.00
19612	941	CITY OF ELWOOD NON-REVE	12/20/00	PREMIUM DUE IN DECEMBER, 2000	\$1,250.51
19627	942	MADISON COUNTY FEDERAL	12/20/00	P/R ENDING 12/16/00	\$1,848.46
19634	943	STATE CHEMICAL MANUFACT	12/20/00	INVOICE # 90978808	\$130.02
19623	944	INDIANA-AMERICAN WATER C	12/20/00	DUE DATE 1/2/01	\$38.02
19613	945	DELL MARKETING L.P.	12/20/00	THREE COMPUTERS	\$3,876.00
19637	946	K MART	12/20/00	PURCHASE 12/19/00	\$143.26
19636	947	DEMCO	12/20/00	INVOICE # 125337	\$79.32
19638	948	BINGHAM, FARRER & WILSON	12/28/00	LEGAL SERVICES	\$334.50
19641	949	DEMCO	12/28/00	INVOICE # 126167	\$104.11
19642	950	EDWARDS ELECTRICAL & ME	12/28/00	PURCHASE ORDER # 2006 INVOICE #93369, 00036550, 00036381	\$7,231.09
19645	951	LESTER NICELY	12/28/00	SNOW REMOVAL 12/21/00	\$75.00
19649	952	PITNEY BOWES	12/28/00	INVOICE # 594134	\$50.24
19652	953	TOWN OF FRANKTON	12/28/00	CUSTOMER # 4052 000	\$86.37
19644	954	INDIANA GAS COMPANY	12/28/00	SERVICE FROM 11/17/00-12/18/00	\$147.24
19646	955	MARVIN SAUBERT	12/28/00	SNOW REMOVAL, DECEMBER	\$200.00
19640	956	COVEY INC.	12/28/00	INVOICE # 2620	\$64.95
19643	957	GROLIER EDUCATIONAL	12/28/00	INVOICE # 10522982	\$295.74
19647	958	MIDWEST TAPE	12/28/00	INVOICE # 299478, 299479, 299608	\$280.89
0	959	FIRST FARMERS BANK & TRU	12/28/00	TRANSFER FROM LIRF FUND INVESTMENT INTO LI FUND	\$25,000.00
19639	960	CITY WATER & SEWAGE DEP	12/28/00	METER READ 11/21/00	\$129.74
19651	961	QUILL CORPORATION	12/28/00	INVOICE # 2949718	\$1,144.99
19650	962	PUBLIC EMP. RETIREMENT F	12/28/00	PAYMENT 4TH QUARTER 2000	\$5,884.24
19648	963	PITNEY BOWES	12/29/00	INVOICE # 3524676-DC00	\$151.00
19653	964	NATIONAL CITY BANK, INDIAN	12/29/00	SEMIANNUAL LEASE PAYMENT DUE 12/31/00	\$121,000.00
Total Amount of Claims					\$235,322.78

Bank Balances

North Madison County Public Library System

Report as of: 12/31/00

<i>Bank</i>		
1	Star Financial Bank	\$385,929.36
2	Huntington Bank	\$18,353.11
3	Community Bank/Summitville	\$11,647.43
<i>Total all banks =</i>		<u>\$415,929.90</u>

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
January 10, 2000
Executive Meeting
6:00pm

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

- A. Personnel
IC 5-14-1.5-6-(b) (6)

**Regular Meeting
7:00PM**

CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS

1. Frankton Counter-Top

NEW BUSINESS

Director's Report

ADJOURN

**ANNUAL FINANCIAL MEETING
7:45**

CALL TO ORDER
CALL FOR QUORUM
REPORT OF INVESTMENTS, BANKS
ADJOURN

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
January 10, 1999
EXECUTIVE MEETING
6:00pm

OPEN


President Sharan Pace called an executive meeting of the North Madison County Public Library System to order on January 10, 1999 at the meeting room of the Elwood Public Library.

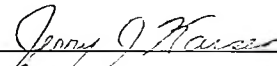
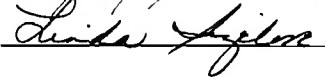
CALL FOR QUORUM



Attending with President Pace were: Jerry Kaiser, David Hoffman, Kevin Sipe, Pam Bohlander, Beverly Austin and Jan Helpling.

BUSINESS

- A. Personnel
IC 5-14-1.5-6-(b) (6)
1. Discussion of Sick Leave Bank for Employees
2. Discussion of Administrative Assistant position


David Hoffman, Secretary

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees - Regular Meeting
January 10, 2000
7:00pm

CALL TO ORDER

President Sharan Pace called a regular meeting of the Board of Trustees of the North Madison County Public Library System to order in the meeting room of the Elwood Library January 10, 2000 at 7:00pm.

CALL FOR QUORUM

Board members attending with President Pace were: Pam Bohlander, Kevin Sipe, Dave Hoffman and Jerry Kaiser. Director Beverly Austin and Interim Director Jan Helpling also were in attendance.

MINUTES were approved with a motion from David Hoffman, seconded by Pam Bohlander. Motion passed.

CLAIMS REGISTER was signed by board members and checks signed by Treasurer Pam Bohlander.

OLD BUSINESS

Frankton Counter-top - Beverly Austin talked to Klumpps about a product that could paint or replace the color of the un-matched counter-top, however, her recommendation is to have the counter-top replaced because it will be able to be used in another facility. We have two bids for a new counter-top - one from Baldwin Construction for \$650.00 and another from Cabinet Doctor of Alexandria for \$1,587.80. Dave Hoffman made a motion to accept the low bid from Baldwin, Jerry Kaiser seconded and the motion passed. Board members wanted to make sure the job was a match when it was done.

Beverly asked board members to add to the February agenda the following items:

1. Vacation days for long-term staff.
2. Job Descriptions for board approval

Jan presented a quote from N & K Cabinets for a new bathroom cabinet for the girls' restroom in Youth Services and three bookcases made from furniture N&K has been holding for us. The

quote was for \$1,160.50. A motion was made by Dave Hoffman to accept the quote with a delivery date of April 15. Kevin Sipe seconded the motion and it passed.

Bev reported there is a problem with the pillars in the front and back of the building - they need repaired. Members looked at the pillars between meetings and gave Bev permission to call a contractor for an estimate. They also suggested Jan call Riegel's in regard to the sil on the bottom of the North door.

A motion was made by Jerry Kaiser, seconded by Pam Bohlander to adjourn at 7:45pm.

David D. Hoffman
Dave Hoffman, Secretary

Jerry J. Kaiser
Linda Austin
Kevin Sipe

Sharan Pace
Pamela L. Bohlander

BOARD OF FINANCE MEETING

January 10, 2000

7:45pm

The annual Board of Finance Meeting was held January 10, 2000 at 7:45pm with President Sharan Pace presiding. Also present were members Pam Bohlander, Kevin Sipe, Dave Hoffman and Jerry Kaiser. Absent was Linda Sizelove. Also present were Beverly Austin and Jan Helping.

A copy of the Investment Register was given each member. Dave Hoffman made a motion we accept the following banks as depositories: Star Financial Bank, Huntington Bank, Community Bank of Summitville, National City Bank of Frankton, Union Bank of Frankton and First Farmer's Bank, Elwood. The motion was seconded by Kevin Sipe and passed.

Two newspapers were designated as official notification - Elwood Call-Leader and the Anderson Herald. Motion was made by David Hoffman, seconded by Pam Bohlander to accept the two newspapers.

David Hoffman
David Hoffman, Secretary

Jerry J. Kaiser
Linda Sizelove

Pamela L. Bohlander
Sharan Pace

Proposal for Vacation Schedule

Anniversary	Added Time	Total Accrued	Standing of FT staff; proposal retroactive to January 1, 1999
1 Year	-----	2 Weeks	
2 Year	-----	2 Weeks	Nancy, Loretta
3 Year	-----	2 Weeks	
4 Year	-----	2 Weeks	Jamie S.
5 Year	1 Day	2 Weeks + 1 Day	
6 Year	1 Day	2 Weeks + 2 Days	
7 Year	1 Day	2 Weeks + 3 Days	
8 Year	1 Day	2 Weeks + 4 Days	Jan
9 Year	1 Day	3 Weeks	
10 Year	1 Day	3 Weeks + 1 Day	
11 Year	1 Day	3 Weeks + 2 Days	Emily, Kathi, Sharon
12 Year	1 Day	3 Weeks + 3 Days	Glenna, Diana, Cinda
13 Year	1 Day	3 Weeks + 4 Days	
14 Year	1 Day	4 Weeks	Carolyn, Barb Mc, Linda
15 Year	1 Day	4 Weeks + 1 Day	
16 Year	1 Day	4 Weeks + 2 Days	
17 Year	1 Day	4 Weeks + 3 Days	
18 Year	1 Day	4 Weeks + 4 Days	
19 Year	1 Day	5 Weeks	
20 Year	1 Day	5 Weeks + 1 Day	
One day added on anniversary of hire, each subsequent year, ad infinitum.			

All other staff not listed are part-time employees. Part-time staff hired after adoption of wage scale May, 1997, receive no benefits. There are four part-timers hired prior to May of 1997, who still receive benefits -- Ralph, Janet, Mary K, & Peg. Their benefits were "frozen" when the new wage scale granting no benefits was put into effect in 1997.

PRESCRIBED BY STATE BOARD OF ACCOUNTS

NOTE: NO CLAIMS WILL BE APPROVED FOR PAYMENT UNLESS ORIGINAL COPY OF THIS ORDER OR THE P.O. NUMBER IS MADE A PART OF THE VOUCHER.

PURCHASE ORDER

NORTH MADISON COUNTY
PUBLIC LIBRARY SYSTEM
1600 MAIN STREET
ELWOOD, INDIANA 46036

P.O. **No 1640**
This Number Must be on Invoice, Voucher and Delivery Memos.

DATE **January 11, 2000**

REQ. _____
IN ACCORDANCE WITH BID
AND CONTRACT DATED _____

If subject to discount please indicate on invoice.

TO ADDRESS **N & K CABINET, INC.**
2510 South F Street
CITY **Elwood, IN 46036**
SHIP TO _____
SHIP VIA _____

DEPT. _____

CHARGE TO APPROPRIATION FOR **Furniture & Equipment** APPROPRIATION NUMBER _____

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1	ea.	Restroom Cabinet 12" X 41" X 29 3/4"		270 50
X 3	ea.	Bookcases - to be reworked from cabinets		860 00
30	ea.	Plugs - to cover screw holes		30 00

(To be finished and delivered by March 1, 2000)

I HEREBY CERTIFY THAT THERE IS AN APPROPRIATE BALANCE IN THE APPROPRIATION SET FORTH TO PAY FOR THE ABOVE ORDER.

Mary J. Kappeler

FEDERAL EXCISE TAX EXEMPT



TO: *Jan*
FROM: *Don*

DATE: *1-11-00*
FAX #:

COPIES INCLUDING COVERS 2

*Hi Jan in the morning,
I'm sure 'wonderful'
As you
The 'wonder' book is
Wonderful*

N & K Cabinet Inc.

Phone 765-552-6997 or 1-888-552-6997
Fax 765-552-7046

2510 South F,
Elwood, In 46036

December 15, 1999

Elwood Library
Elwood, In. 46036

Dear Jan Halpin:

Quote is for reworking cabinets to make Bookcase's (3)

Work to be done on cabinet: 17" x 47" x 27" x 47", wavy birch, dove-square raised panel,
Black Glass, Glass doors

and 20 bags of cover screw holes in old cabinets

	\$ 860.00
	\$ 270.50
	\$ 30.00
subtotal	\$ 1160.50
Tax exempt	0.00
Total	\$ 1160.50

Sincerely,

Norman J. Miller

N & K Cabinet Inc.

Phone 765-552-6997 or 1-888-552-6997
Fax 765-552-7046

2510 South F. St.
Elwood, In. 46036

Fax Transmission

From: Joe Miller

TO: Jan Halpin

Company: Elwood Library

Pages including cover sheet: 2

Date: 12-15-99

Message:

Register Of Claims
North Madison County Public Library System
Report Date: From 1/1/00 To 1/31/00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	8	PAYROLL	OPERATING FUND	Salary of Assistants	\$100.95	1/5/00	PAYROLL
				Total this claim	\$100.95		
0	1	PAYROLL	OPERATING FUND	Salary of Director	\$1,165.38	1/5/00	PAYROLL
			OPERATING FUND	Salary of Assistants	\$12,050.32		
			OPERATING FUND	Wages of Janitor	\$705.50		
				Total this claim	\$13,921.20		
0	9	STAR FINANCIAL BANK	OPERATING FUND	Official Records	\$8.39	1/7/00	PURCHASE OF DEPOSIT SLIPS
				Total this claim	\$8.39		
0	2	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,064.97	1/5/00	P/R ENDING 1/1/2000
			Federal Taxes Withheld	Payroll Deductions	\$1,634.12		
			FICA	Payroll Deductions	\$863.12		
			Medicare	Payroll Deductions	\$201.85		
				Total this claim	\$3,764.06		
18764	6	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$56.50	1/5/00	MILEAGE 12/1/99 - 12/31/99
				Total this claim	\$56.50		
18765	3	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	1/5/00	P/R ENDING 1/1/2000
				Total this claim	\$195.00		
18766	4	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$747.50	1/5/00	P/R ENDING 1/1/2000
				Total this claim	\$747.50		
18767	5	NEW CASTLE-HENRY COUTY	OPERATING FUND	Professional Meetings	\$20.00	1/5/00	MOCK CALDECOTT AWARDS REGIS FOUTS, MEAGAN GUY
				Total this claim	\$20.00		
18768	7	SHARON FOUTS	OPERATING FUND	Traveling Expense	\$85.75	1/5/00	MILEAGE 7/16/99 - 12/15/99
				Total this claim	\$85.75		
18769	10	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$731.68	1/7/00	SERVICE PERIOD 11/10/99-12/13/99 F OUTDOOR LIGHT FOR ELWOOD
			OPERATING FUND	Electricity	\$13.13		
				Total this claim	\$744.81		
18770	11	AMERITECH	OPERATING FUND	Telephone & Telegraph	\$523.65	1/7/00	SERVICE DUE BY 1/18/00
				Total this claim	\$523.65		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
✓ 18771	24	AT&T	OPERATING FUND	Telephone & Telegraph	\$49.68	1/10/00	Frankton Charges
			OPERATING FUND	Telephone & Telegraph	\$24.50		
				Total this claim	\$74.18		
✓ 18772	12	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Other Professional Services	\$119.00	1/7/00	SERVICE AGREEMENT FOR JANUAR
				Total this claim	\$119.00		
✓ 18773	13	CHRONICLE TRIBUNE	OPERATING FUND	Summitville Period. & Newsp.	\$117.00	1/7/00	NEWSPAPER SUBSCRIPTION FOR S SERVICE PERIOD 1/24/00-1/23/01
				Total this claim	\$117.00		
✓ 18774	14	CITY WATER & SEWAGE DEP	OPERATING FUND	Water	\$131.44	1/10/00	
				Total this claim	\$131.44		
✓ 18775	15	CONGRESSIONAL QUARTERL	OPERATING FUND	Elwood Period. & News.	\$25.65	1/10/00	CURRENT AMERICAN GOVT SPR 200
				Total this claim	\$25.65		
✓ 18776	16	DEMCO	OPERATING FUND	Other Operating Supplies	\$20.04	1/10/00	INVOCIE # 735999
				Total this claim	\$20.04		
✓ 18777	17	EDUCATION COMPUTER SER	OPERATING FUND	Technology Equipment	\$1,104.00	1/10/00	INVOICE # 32-07782-11, 32-07629-11
				Total this claim	\$1,104.00		
✓ 18778	18	EDWARDS ELECTRICAL & ME	OPERATING FUND	Other Professional Services	\$387.00	1/10/00	INVOICE # 00083042
				Total this claim	\$387.00		
✓ 18779	19	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$65.39	1/10/00	INVOICE # 87305
				Total this claim	\$65.39		
✓ 18780	20	HORTON'S & SONS OF ELWO	OPERATING FUND	Other Operating Supplies	\$18.52	1/10/00	INVOICE # 2252464
				Total this claim	\$18.52		
✓ 18781	21	INDIANA GAS COMPANY	OPERATING FUND	Gas	\$124.55	1/10/00	SERVICE PERIOD 1/1/99-1/3/00 SUMMITVILLE
				Total this claim	\$124.55		
✓ 18782	23	INDIANA LIBRARIES' UNEMPL	OPERATING FUND	Employee Benefits	\$1,126.02	1/10/00	2000 UNEMPLOYMENT COMPENSATI
				Total this claim	\$1,126.02		
✓ 18783	22	INDIANA LIBRARY FEDERATIO	OPERATING FUND	Dues	\$571.23	1/10/00	INSTITUTIONAL MEMBERSHIP DUES MEMBERSHIP DUES
			OPERATING FUND	Dues	\$100.00		
				Total this claim	\$671.23		
✓ 18784	32	INDYNET	OPERATING FUND	Consulting Services	\$145.00	1/10/00	
				Total this claim	\$145.00		
✓ 18785	25	LUCENT TECHNOLOGIES	OPERATING FUND	Other Professional Services	\$137.64	1/10/00	Service Agreement/Elwood
				Total this claim	\$137.64		

<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>
✓18786	26	MICROAGE - MUNCIE	OPERATING FUND	Repair Parts/Maintenance	\$76.00	1/10/00	For service on Summitville computer
				Total this claim	<u>\$76.00</u>		
✓18787	27	PITNEY BOWES	OPERATING FUND	Equipment/Rental	\$163.00	1/10/00	Postage Meter Rental
				Total this claim	<u>\$163.00</u>		
✓18788	28	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$203.99	1/10/00	As Per Attached Invoices
				Total this claim	<u>\$203.99</u>		
✓18789	29	RAMSAY BUSINESS PRODUC	OPERATING FUND	Equipment/Maint.	\$133.32	1/10/00	
			OPERATING FUND	Office Supplies	\$39.64		
				Total this claim	<u>\$172.96</u>		
✓18790	30	STUDENT AID ACCESS	OPERATING FUND	Elwood Adult	\$38.00	1/10/00	Financial Aid Handbook
				Total this claim	<u>\$38.00</u>		
✓18791	31	UNITOG RENTAL SERVICES	OPERATING FUND	Cleaning & Sanitation Supplies	\$90.98	1/10/00	
				Total this claim	<u>\$90.98</u>		
✓18792	33	RAMSAY BUSINESS PRODUC	OPERATING FUND	Professional Services	\$247.20	1/10/00	Maintenance - Sharp copier/Frankton
			OPERATING FUND	Other Office Supplies	\$0.00		
				Total this claim	<u>\$247.20</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$25,426.60

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, January 10, 2000

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 4 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$25,426.60

Date this _____ day of _____, 19____.

<i>Kelina Liao</i>	<i>Sharan Pree</i>
<i>David R. Hoffman</i>	<i>Annika L. Bolander</i>
<i>Tommy J. Kaiser</i>	

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM MONTHLY STATISTICS

	JAN 1999	JAN AMOUNT OF 2000	% OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	2822	3050	228	2%	3050
JUVENILE	1945	1996	51	3%	1996
Y. A.	70	128	58	83%	128
PERIOD.	427	508	81	19%	508
AUDIO	216	216	0	0%	216
VIDEO	1910	2455	545	28%	2455
TOTAL	7390	8353	963	13%	8353

FRANKTON					
ADULT	1071	1094	23	2%	1094
JUVENILE	551	639	88	16%	639
Y. A.	23	33	10	43%	33
PERIOD.	294	314	20	7%	314
AUDIO	19	36	17	89%	36
VIDEO	948	786	-162	-17%	786
TOTAL	2906	2902	4	0%	2902

HAZELBAKER					
ADULT	711	655	-56	-8%	711
JUVENILE	454	450	-4	-1%	450
Y. A.	25	18	-7	-28%	18
PERIOD.	234	149	-85	-36%	149
AUDIO	10	15	5	50%	15
VIDEO	450	496	46	10%	496
TOTAL	1884	1783	-101	-5%	1783

SYSTEM					
ADULT	4604	4799	195	4%	4799
JUVENILE	2950	3085	135	5%	3085
Y. A.	118	179	61	52%	179
PERIOD.	955	971	16	17%	971
AUDIO	245	267	22	9%	267
VIDEO	3308	3737	429	13%	3737
TOTAL	12180	13038	858	7%	13038

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	7551	1579	900
REF.	85	31	20
ASSITS.	1569	129	80
COMP A.	581	141	200
J.	231	N/A	N/A
PROG. A.	0	N/A	2/25
J.	14/238	N/A	0

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
7:00PM

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
February 14, 2000
Executive Meeting
6:30pm

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

- A. Personnel
IC 5-14-1.5-6-(b) (6)

Regular Meeting
7:00PM

CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS

1. Sick-Leave Bank
2. Job Descriptions

NEW BUSINESS

1. Jamie Scott - Presentation
2. Vacation for Older Employees
3. Closings, Delays
4. Part-time Benefits
5. Bill -Administrative Costs for Building Bond/NCB
6. Other Business

Director's Report

CALL TO ORDER

President Sharan Pace called a regular meeting to order at the Elwood Library Meeting Room on February 14, 2000 at 7:00 PM.

CALL FOR QUORUM

Attending board members were: Linda Sizelove, Jerry Kaiser, David Hoffman, Pamela Bohlander, Kevin Sipe and new board member Cindy Powell. Also attending were: Administrative Assistant Diana Shepard, Interim Director Jan Helpling, Director Beverly Austin, Elwood Call-Leader reporter Robert Culp and Branch Manager Carolyn Lambertson..

MINUTES WERE approved with a motion from Pamela Bohlander, seconded by David Hoffman.

CLAIMS REGISTER was signed by board members and checks signed by Treasurer Pam Bohlander.

OLD BUSINESS

Sick Leave Bank - The staff of the library was surveyed and the consensus was that they are not interested in having a Sick Leave Bank at this time, therefore, it was dropped.

Vacation Schedule - A discussion was held regarding the vacation schedule presented by Beverly Austin giving employees who have been here five years and up one day more vacation each year instead of waiting until ten years to receive more vacation days and then twenty years. A motion was made by David Hoffman to adopt the schedule, seconded by Linda Sizelove and passed.

Snow Days - Bev asked board members to consider adding a sentence to the Personnel Policy allowing staff to be paid for the balance of their shift if there is a delay in opening the library for weather or an other unexpected closing. She will bring the change to the policy next meeting.

Part-time Benefits - Board members discussed part-time benefits. They would like figures brought to the March meeting letting them know how much more the benefits will cost the library, if given.

BILL/CONSTRUCTION FUND - A bill was presented for administrative costs of \$1432.00 from National City Bank. A motion was made by David Hoffman, seconded by Jerry Kaiser to allow the bill. Motion carried. It will now go to the Leasing Corporation for approval.

TECHNOLOGY CONSORTIUM - Bev and Jan presented information regarding the Northern Indiana Computer Consortium for Libraries (NICCL) on behalf of Jamie Scott, Information Technology Mgr. Jamie would like permission to join NICCL for expertise in the technology area. (Please see attachments.) A motion was made by Pam Bohlander that the library join NICCL, Linda Sizelove seconded and the motion passed.

PETTY CASH CUSTODIAN - Diana Shepard can no longer be the Petty Cash Custodian because she is now Administrative Assistant (a ruling by State Board of Accounts) A motion was made to name Sharon Fouts Petty Cash Custodian by Linda Sizelove, seconded by Kevin Sipe. The motion carried.

INTER-NET PROBLEMS - A lengthy discussion was held about patrons accessing inappropriate sites on the computers. Recently, Jan has suspended two people from the Elwood Library because they have been

suspended from the Frankton Branch. She feels if they are suspended from one of our three libraries, they should not have privileges at the others.. The suspension rule that has been made at Elwood is that the 1st time the patron is asked to leave for the balance of the week, the second time the balance of the month and the third time - permanently suspended from computer privileges. There are no permanently suspended patrons at present. Suggestion was made that the patron only get one warning and then permanent suspension. Members feel we need to think about it until next month and make a policy that will be printed and displayed but until then, continue with the present rule. Carolyn Lambertson spoke to the board telling them that her middle-school age patrons have become a problem, going into the Chat-Rooms and forming groups around the computers. She has called parents regarding the problem. Board members agree that she should.

COUNTER-TOP AT FRANKTON Kevin Sipe reported the counter-top has been installed at Frankton and looks very nice. He also asked board members to consider the lighting problem at Frankton.

MEETING WAS ADJOURNED AT 8:30PM WITH A MOTION FROM KEVIN SIPE, SECONDED BY DAVID HOFFMAN AND PASSED..

Sharan Pace
Kevin Sipe
Jerry Kaiser

David R. Hoffman
David Hoffman, Secretary
Cindy Powell

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
February 14, 2000
EXECUTIVE MEETING
6:30PM

CALL TO ORDER

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CALL FOR QUORUM

Present with President Pace were board members Linda Sizelove, Jerry Kaiser, David Hoffman, Pam Bohlander, Kevin Sipe and attending for the first time, Cindy Powell. Also attending were Diana Shepard, Administrative Assistant, Jan Helpling, Interim Director and Beverly Austin, Director.

BUSINESS

Jan Helpling reported the staff was asked if they were interested in a Sick Leave Bank. The staff vote was against having a Sick Leave Bank, therefore, the Board will drop the subject.

Discussion was held regarding the Vacation Schedule that will be brought up in the regular meeting.

MEETING WAS ADJOURNED AT 6:55PM.

Sharan Pace
Kevin Sipe
Pamela Bohlander

David R. Hoffman
David Hoffman, Secretary

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
7:00PM

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David Hoffman, Secretary

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David Hoffman, Secretary

DIRECTOR'S REPORT
2-14-00

SNOW DAYS - We have not closed the library because of weather yet. We have several employees who have not been able to get here but were able to open with someone else working longer or coming in early. We did close for the balance of a day when there was a power outage in the East side of Elwood. We also delayed opening one day that we could not get in the building because of locks. I called the person's home in Mooresville, IN that had been working on the locks. He came, along with a person in their employ from Louisville, on the coldest day of the year and got us in the building!!!! But we actually do not feel sorry for them. They are still working on the locks. I reported the trouble we are having to David Ginn at M.D. Rowe just to say we DO NOT recommend these people. The locksmith working on the locks has assured me there will be no charge.

NEW PART-TIME EMPLOYEE - Carolyn Lambertson has hired a new employee, Beth Mehling, to replace Amanda Curtis at Summitville.

CARD CATALOGS - Our card catalogs are sold! Jerry Kaiser bought the large card catalog in Elwood as well as the small card catalog at Elwood and the one at Summitville. Sharan Pace bought one card catalog in Frankton and Kevin Sipe bought the other one.

EXPULSION - I expelled two men 2-10-00 using the computers in our library. Their names are Danny Humes and David Blackford. They were banned from the Frankton Library Wed. 2-09-00 by Barbara McAdams after bringing up pornography on their computers. I therefore, felt that since Frankton is part of our system, we need to ban patrons from all three if they have been banned from one.

FALL - A lady did fall in the North entry foyer - slipped on wet floor because of snow. She was not hurt and refused to fill out an incident report - said it was not necessary.

WALLPAPER - Because of electrical work, we needed new wallpaper hung in the South Foyer. It has been completed now by Steve Harris.

Megan Guy is leaving YS

2/14/00

JAY COUNTY CONVERSATION

Rosa Clamme, Director of Jay County Library said they do not have any filters on their Inter-Net. They believe if parents of under 18 want their children to use it they have to take responsibility. Their staff does not watch. When people use the computers for the first time they are asked to read "the rules".

Their staff, however, does check the HISTORY on the computers and if they find that people have been in a Porn. Site (XXX), they do not get a warning. They are banned from computer use for 6 months. Right now they have 6-8 people banned.

One year ago they outlawed Chat Rooms and E-mail and if they discover people using it they have one warning and then they are out. They feel these are Communication and the library's purpose is for research and information.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	FEB 1999	FEB 2000	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	2915	3087	172	6%	6137
JUVENILE	2406	2289	-117	-5%	4285
Y. A.	91	141	50	55%	289
PERIOD.	390	499	109	28%	1007
AUDIO	339	221	-118	-35%	437
VIDEO	1888	2043	155	8%	4498
TOTAL	8029	8280	251	3%	16633
FRANKTON					
ADULT	1048	1175	127	12%	2269
JUVENILE	615	731	116	19%	1370
Y. A.	12	34	22	183%	67
PERIOD.	321	336	15	5%	650
AUDIO	22	32	10	45%	68
VIDEO	904	828	-76	-8%	1614
TOTAL	2922	3136	214	7%	6038
HAZELBAKER					
ADULT	582	657	75	13%	1312
JUVENILE	459	582	123	27%	1032
Y. A.	19	41	22	116%	59
PERIOD.	153	145	-8	-5%	294
AUDIO	22	33	11	50%	48
VIDEO	431	530	99	23%	1026
TOTAL	1666	1988	322	19%	3771
SYSTEM					
ADULT	4545	4919	374	8%	9718
JUVENILE	3480	3602	122	4%	6687
Y. A.	122	216	94	77%	395
PERIOD.	864	980	116	13%	1951
AUDIO	383	286	-97	-25%	553
VIDEO	3223	3401	178	6%	7138
TOTAL	12617	13404	787	6%	26442
	ELWOOD	FRANKTON	HAZELBAK.		
TRAFFIC	8797	1624	813		
REF.	75	27	5		
ASSITS.	2632	125	55		
COMP A.	646	125	242		
J.	323	0	0		
PROG. A.	NA	NA	2 / 15		
J.	20 / 259	4 / 18	8 / 45		

Northern Indiana Computer Consortium for Libraries

Goals of the Northern Indiana Computer Consortium for Libraries (NICCL)

The primary goal of those organizations associated with the Northern Indiana Computer Consortium for libraries is to provide for the educational, informational, and recreational needs of the communities they serve through all available resources including technology.

By cooperatively contracting with one provider for computer support services, these Libraries are cultivating a technology consultant as an expert in services specific to libraries, in a manner that is affordable and available to each library regardless of size or budget.

In the process, each library will have opportunity to put into place efficient and effective means for connecting with local schools and other educational institutions and libraries in the state, in the nation and around the world to provide the best possible learning environment for all, both as an information provider (allowing access to on-line catalogs and local collections) and information seeker.

Library Benefits

Affordable

- Computer support rates can equal \$75-\$125 per hour; Group Agreement rates are significantly discounted
- Library pays only for actual hours used (Actual hours used and payments received are reconciled at the end of the contract period.)
- Eliminate employee benefits and payroll taxes associated with adding a staff position
- Library can budget for service time
- Group purchasing (i.e. FY1999 Technology Grants), better discounts as with state group purchases; more flexibility and input on specifications

Flexible

- Hours are used on "as needed" basis or can be scheduled for weekly visits
- Service time is "flexible function", they can be used for repairs, support, consultation, networking, programming, etc.

Provider Experience

- Experienced, well-trained group of technicians
- Provider devotes 40+ hours per week on LIBRARY issues.
- Knowledge gained from individual projects will benefit the group
- Help with grant paperwork on technology issues
- Customized training with presentation options: classroom setting at Provider's site or individual/group training at library

Services Available from Xcel Computer Systems

- Assistance in development of Technology Plans that provide a seamless integration of technology into each library's plan of service. This process consists of facilitating planning sessions with one or more technology committee members to achieve a cost-effective plan that mirrors the library long-range goals and provides patron and staff access to technologies that are in compliance with national and state standards including those established by the Indiana State Library, and the Schools and Libraries Corporation.
- Assistance with the development of bid specification documents in cooperation with the technology committee. After bids are received, the Technology Consultant (along with the technology committee) analyzes each for compliance with the specifications and makes a recommendation for the acceptance of those that provide the greatest cost/performance for the library.
- Xcel Computer Systems provides an expert staff team that can give training and assistance in many specialized areas.
- Xcel Computer Systems coordinates meetings, site visits, and other opportunities to interact with other technology experts to assist in the implementation of new technology in the libraries.
- Xcel Computer Systems consults with the Indiana State Library, Intelenet, IHETS, major circulation vendors, and other state and federal agencies to make certain that technology being implemented complies with common standards.
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Bids for Card files

logs

1-29-00

S'ville	30.00	Yes
Frankton	30.00	Does not want $\frac{3}{4}$
Elwood	40.00	Yes

Jerry Kaiser

~~20.00~~ \$21.50 ^{Winning} Bid

Wooden card catalog & table

~~20.00~~ \$21.50

Keinships

Bids at Frankton
will call Kein 2-3-00

Bids for card catalogs

1-29-00

Metal card catalog & table

~~\$20.00~~

\$21.50

winning Bid

Wooden card catalog & table

~~\$20.00~~

\$21.50

Receipts

Back at Frontiers
will call Kevin 2-3-00

I bid \$50. on card catalog
in the shed.

Sharon Pace
552-0108

Informed
Linda Kemper -
will call Sharon and
tell she has the bid.



STATE OF INDIANA

Charles Ray Ewick, Director

FRANK O'BANNON, Governor

INDIANA STATE LIBRARY

140 North Senate Avenue
Indianapolis, IN 46204-2296
www.statelib.lib.in.us
Tel. (317) 232-3675
FAX (317) 232-3728
TDD (317) 232-7763

January 10, 2000

Dear Library Director:

In February the Indiana Regional Library for the Blind and Physically Handicapped is beginning a three-month education campaign, "Take a Talking Book," which is aimed at reaching the state's seniors and their family and friends. We are using television, radio, newspapers and posters in a coordinated mass media campaign to bring our program to the attention of people who could use this service.

I am asking all the public libraries to help us with this campaign by displaying a poster and informing all staff that the Talking Book Service is available, free of charge, to all Indiana residents. It offers those who can't see regular print, hold a book, or turn a page, an opportunity to continue to enjoy reading. With more than 40,000 book titles available in recorded formats, the program is able to provide a range of books similar to that of a public library collection. The program also offers recordings of thirty-five national magazines, such as US News & World Report, Sports Illustrated and Good Housekeeping.

Attached is a poster, an updated application, and a brochure about the Talking Book Service in Indiana. If you need additional materials or if you have any questions, please call me at 800-622-4970. Thank you for your help.

Sincerely,

A handwritten signature in cursive script that reads "Lissa Shanahan".

Lissa Shanahan
Indiana Regional Librarian BPH
Indiana State Library

A small, rectangular piece of paper with handwritten text in cursive that reads "Share w/ parent".

February 9, 2000

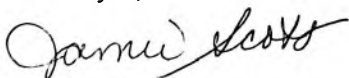
Dear Board Members,

At the December meeting I talked to you about the Northern Indiana Computer Consortium for Libraries (NICCL) and Xcel Computer Systems. With the continual increase in complexities of technology we need someone to help us take the library in the best direction for our community. Kevin McCarthy, President of Xcel Computer Systems devotes over 40 hours a week to library issues. His company is supported by the Indiana State Library and has over 19 libraries that contract for computer services.

I believe that joining this group would help the library to continue to grow in the field of technology. The following is an example where Mr. McCarthy's expertise would benefit the library. At the beginning of this year the Indiana State Library offered us a dedicated T1 line. In order to take full advantage of this T1 line, all computers that currently have Internet access needed to be networked together (Office and public access computers). This is a growth in technology that requires someone with an expertise in networking. Due to the fact that these computers are not networked and some additional reasons, we did eventually turn down the State Library's offer.

I would just like to reiterate that Kevin McCarthy or Linda Yoder, Nappanee Public Library Director, would be glad to come and talk with you. I would really like to move on this project as soon as possible so your prompt response would be appreciated.

Thank you,



Jamie Scott

Northern Indiana Computer Consortium for Libraries

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Proposal for Vacation Schedule

Anniversary	Added Time	Total Accrued	S r
1 Year	-----	2 Weeks	
2 Year	-----	2 Weeks	
3 Year	-----	2 Weeks	
4 Year	-----	2 Weeks	
5 Year	1 Day	2 Weeks + 1 Day	
6 Year	1 Day	2 Weeks + 2 Days	
7 Year	1 Day	2 Weeks + 3 Days	
8 Year	1 Day	2 Weeks + 4 Days	
9 Year	1 Day	3 Weeks	
10 Year	1 Day	3 Weeks + 1 Day	
11 Year	1 Day	3 Weeks + 2 Days	
12 Year	1 Day	3 Weeks + 3 Days	
13 Year	1 Day	3 Weeks + 4 Days	
14 Year	1 Day	4 Weeks	
15 Year	1 Day	4 Weeks + 1 Day	
16 Year	1 Day	4 Weeks + 2 Days	
17 Year	1 Day	4 Weeks + 3 Days	
18 Year	1 Day	4 Weeks + 4 Days	
19 Year	1 Day	5 Weeks	
20 Year	1 Day	5 Weeks + 1 Day	

One day added on anniversary of hire, each subsequent year, ad infinitum.

Register Of Claims

North Madison County Public Library System

Report Date: From 1/11/00 To 2/29/00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	34	AUDIO VISUAL COMMUNICATI		Other Professional Services	(\$119.00)	1/12/00	CHANGE OF ACCOUNT NUMBER ON
				Professional Services	\$119.00		
				Total this claim	\$0.00		
0	35	EDWARDS ELECTRICAL & ME		Other Professional Services	(\$387.00)	1/12/00	CHANGE OF ACCOUNT NUMBER ON
				Professional Services	\$387.00		
				Total this claim	\$0.00		
0	36	LUCENT TECHNOLOGIES		Other Professional Services	(\$137.64)	1/12/00	CHANGE OF ACCOUNT NUMBER ON
				Professional Services	\$137.64		
				Total this claim	\$0.00		
0	37	PAYROLL		Salary of Director	\$1,165.38	1/19/00	PAYROLL
				Salary of Assistants	\$12,579.19		
				Wages of Janitor	\$653.20		
				Total this claim	\$14,397.77		
0	38	EFTPS	FICA	Empl.Share FICA&Medicare	\$1,109.14	1/19/00	PAYROLL ENDING 1/15/2000
			Federal Taxes Withheld	Payroll Deductions	\$898.91		
			Medicare	Payroll Deductions	\$1,687.23		
				Payroll Deductions	\$210.23		
				Total this claim	\$3,905.51		
0	50	PAYROLL		Salary of Director	\$1,165.38	2/2/00	PAYROLL
				Salary of Assistants	\$12,009.21		
				Wages of Janitor	\$689.24		
				Total this claim	\$13,863.83		
0	51	EFTPS	FICA	Empl.Share FICA&Medicare	\$1,060.61	2/2/00	P/R ENDING 1/29/00
			Federal Taxes Withheld	Payroll Deductions	\$859.57		
			Medicare	Payroll Deductions	\$1,607.13		
				Payroll Deductions	\$201.04		
				Total this claim	\$3,728.35		
0	63	EDUCATION COMPUTER SER		Technology Equipment	(\$1,104.00)	1/31/00	CHANGE OF ACCOUNT NUMBER ON
				Technology Software	\$1,104.00		CHECK # 018777
				Total this claim	\$0.00		

<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	125	EFTPS		Empl.Share FICA&Medicare	\$1,090.81	2/14/00	P/R ENDING 2/12/00
			FICA	Payroll Deductions	\$884.04		
			Federal Taxes Withheld	Payroll Deductions	\$1,666.41		
			Medicare	Payroll Deductions	\$206.77		
				Total this claim	\$3,848.03		
0	124	PAYROLL		Salary of Director	\$1,165.38	2/16/00	PAYROLL
				Salary of Assistants	\$12,440.28		
				Wages of Janitor	\$653.20		
				Total this claim	\$14,258.86		
0	64	FAIRMOUNT HISTORICAL MUS		Summitville	(\$70.00)	2/2/00	TO VOID CHECK # 018462 VOUCHER # 675
				Total this claim	(\$70.00)		
18793	43	AMERITECH		Telephone & Telegraph	\$253.35	1/19/00	SERVICE PERIOD 12/5/99 - 1/4/00
				Total this claim	\$253.35		
18794	41	CITY OF ELWOOD NON-REVE	Insurance	Emp Cont Group Ins	\$573.84	1/19/00	PAYROLL ENDING 1/15/00
				Emp Cont Group Ins	\$491.88		
				Total this claim	\$1,065.72		
18795	40	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	1/19/00	PAYROLL ENDING 1/15/2000
				Total this claim	\$195.00		
18796	39	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$959.91	1/19/00	PAYROLL ENDING 1/15/2000
			County Taxes Withheld	Payroll Deductions	\$250.00		
				Total this claim	\$1,209.91		
18797	46	INDIANA GAS COMPANY		Gas	\$609.38	1/19/00	SERVICE PERIOD 12/8/99 - 1/11/00
				Total this claim	\$609.38		
18798	45	INDIANA STATE LIBRARY	PLAC	Other	\$92.00	1/19/00	4TH QUARTER, 1999 PLAC PAYMEN
				Total this claim	\$92.00		
18799	47	INDIANA-AMERICAN WATER C		Water	\$34.45	1/19/00	BILLING PERIOD 12/6/99 - 1/5/00
				Total this claim	\$34.45		
18800	48	JAMIE B. SCOTT		Traveling Expense	\$51.52	1/19/00	MILEAGE CLAIM
				Total this claim	\$51.52		
18801	42	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$757.37	1/19/00	PAYROLL ENDING 1/15/2000
				Total this claim	\$757.37		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18802	44	THOMSON INDIANA		Postage & UPS	\$5.00	1/19/00	POSTAGE TO SEND "OUR LIVES" TO ATTENTION JULIA
				Total this claim	\$5.00		
18803	49	UNION BANK AND TRUST		Purchase Of Investments	125,000.00	1/25/00	TO PURCHASE CD
				Total this claim	\$125,000.00		
18804	54	AMERICAN ELECTRIC POWER		Electricity	\$1,006.89	2/2/00	SERVICE PERIOD 12/14/99 - 1/17/00
				Total this claim	\$1,006.89		
18805	55	BARBARA SNIPES		Traveling Expense	\$50.62	2/2/00	MILEAGE FOR JANUARY
				Total this claim	\$50.62		
18806	56	CITY WATER & SEWAGE DEP		Water	\$129.74	2/2/00	METER READ 1/5/00
				Total this claim	\$129.74		
18807	57	HISTORIC LANDMARKS FOUN		Elwood Indiana Room	\$25.00	2/2/00	MEMBERSHIP DUES FOR 2000
				Total this claim	\$25.00		
18808	58	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	2/2/00	P/R ENDING 1/29/00
				Total this claim	\$195.00		
18809	59	INDIANA GAS COMPANY		Gas	\$44.41	2/2/00	SERVICE PERIOD 12/15/99 - 1/19/00
				Total this claim	\$44.41		
18810	60	JAMES B SCOTT		Traveling Expense	\$20.44	2/2/00	MILEAGE 1/24/00 AND 1/28/00
				Total this claim	\$20.44		
18811	61	ESTER NICELY		Professional Services	\$255.00	2/2/00	SNOW REMOVAL 1/29/00 1/30/00 1/31/00
				Total this claim	\$255.00		
18812	62	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$749.00	2/2/00	P/R ENDING 1/29/00
				Total this claim	\$749.00		
18813	63	WALTER SAUBERT		Professional Services	\$200.00	2/2/00	SNOW REMOVAL 1/29/00 1/30/00 1/31/00
				Total this claim	\$200.00		
18814	64	TOWNSHIP OF FRANKTON		Electricity	\$73.36	2/2/00	BILLING DATE 1/22/00
				Water	\$7.40		
				Waste Disposal Services	\$8.91		
				Total this claim	\$89.67		
18815	65	MICHAEL		Professional Meetings	\$80.00	2/4/00	MARY MORROW AT ACCION FOR JANET BLANKENHORN
				Total this claim	\$80.00		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
✓ 18816	116	A.E. BOYCE CO., INC.		Official Records	\$24.71	2/14/00	INVOICE # 222829
					Total this claim		
					\$24.71		
✓ 18817	67	AMERICAN ELECTRIC POWER		Electricity	\$14.08	2/14/00	SERVICE PERIOD 13/13/99-01/14/00
					Total this claim		
					\$14.08		
✓ 18818	121	AMERITECH		Telephone & Telegraph	\$271.03	2/14/00	INVOICE # 765536233502
					Total this claim		
					\$271.03		
✓ 18819	68	ARAB TERMITE & PEST CONT		Professional Services	\$90.00	2/14/00	INVOICE # 021587
					Total this claim		
					\$90.00		
✓ 18820	69	AT&T		Telephone & Telegraph	\$57.81	2/14/00	ACCOUNT # 020 200 5797 001
				Telephone & Telegraph	\$29.47		ACCOUNT # 020 652 2137 001
					Total this claim		
					\$87.28		
✓ 18821	70	AUDIO VISUAL COMMUNICATI		Professional Services	\$119.00	2/14/00	INVOICE # 36790, 36780, 36745
				Furniture & Equipment	\$161.84		
				Equipment/Maint.	\$83.89		
					Total this claim		
					\$364.73		
✓ 18822	113	BAKER & TAYLOR		Elwood Adult	\$1,541.78	2/14/00	VARIOUS INVOICES
				Frankton	\$813.16		
				Summitville	\$1,035.98		
					Total this claim		
					\$3,390.92		
✓ 18823	114	BALDWIN CONSTRUCTION CO		Furniture & Equipment	\$650.00	2/14/00	FRANKTON COUNTERTOP
					Total this claim		
					\$650.00		
✓ 18824	71	BARBARA MCADAMS		Traveling Expense	\$46.08	2/14/00	MILEAGE 11/23/99- 1/28/00
					Total this claim		
					\$46.08		
✓ 18825	115	BARBARA MCADAMS		Postage & UPS	\$44.43	2/14/00	PETTY CASH - LOST ORIGINAL RECE
				Other Operating Supplies	\$5.58		
					Total this claim		
					\$50.01		
✓ 18826	72	BLACKBIRCH MARKETING, IN	Gift	Summitville	\$206.88	2/14/00	INVOICE # 0015537 - 0015538
					Total this claim		
					\$206.88		
✓ 18827	73	CAROLYN LAMBERTSON		Traveling Expense	\$33.60	2/14/00	MILEAGE 1/3/00 - 1/18/00
					Total this claim		
					\$33.60		
✓ 18828	74	CINDA HORINE		Traveling Expense	\$28.00	2/14/00	MILEAGE MOCK CALDECOTT WORK
					Total this claim		
					\$28.00		

<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>
√ 18829	75	CONCENTRIC COMPUTER SE		Professional Services	\$212.50	2/14/00	SERVICE ON PRINTER INVOICE # 054267
				Total this claim	\$212.50		
√ 18830	117	COOK ELECTRIC, INC.		Bldg. & Structure/Maint.	\$50.00	2/14/00	SERVICE CALL FOR SUMMITVILLE
				Total this claim	\$50.00		
√ 18831	76	COVEY INC.		Office Supplies	\$96.40	2/14/00	INVOICE # 1140 - 1142 - 1451
				Total this claim	\$96.40		
√ 18832	77	CREATIVE PUBLISHING INTER		Frankton	\$28.91	2/14/00	CRAFTS IN A FLASH
				Total this claim	\$28.91		
√ 18833	78	DEMCO		Other Operating Supplies	\$58.96	2/14/00	INVOICE # 759486
				Total this claim	\$58.96		
√ 18834	79	DIANA L. SHEPARD		Postage & UPS	\$24.82	2/14/00	PETTY CASH
				Gas	\$6.00		
				Elwood Children's Programing	\$4.00		
				Bldg. & Structure/Maint.	\$10.00		
				Total this claim	\$44.82		
√ 18835	80	DK FAMILY LEARNING		Elwood Childrens	\$229.53	2/14/00	ELWOOD CHILDREN
				Summitville	\$547.65		SUMMITVILLE BOOKS & VIDEOS
				Summitville AV	\$70.42		
				Total this claim	\$847.60		
√ 18836	81	ECONOMY PLUMBING SUPPL		Repair Parts/Maintenance	\$411.75	2/14/00	INVOICE # 2027191-0001-02
				Total this claim	\$411.75		
√ 18837	82	EDUCATION COMPUTER SER		Techology Software	\$247.00	2/14/00	FORTRESS 10 INVOICE # 012000-65
				Total this claim	\$247.00		
√ 18838	83	ELWOOD FIRE EQUIPMENT C		Other Professional Services	\$44.55	2/14/00	INVOICE # 19957, 19916, 19999
				Other Professional Services	\$20.00		
				Other Professional Services	\$61.85		
				Total this claim	\$126.40		
√ 18839	85	ELWOOD HERITAGE PRESER		Elwood Indiana Room	\$16.00	2/14/00	REPLICA OF ST. JOSEPH CHURCH F INDIANA ROOM
				Total this claim	\$16.00		

<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>
↓ 18840	84	ELWOOD PUBLISHING CO.		Elwood Period. & News.	\$75.60	2/14/00	ONE YEAR SUBSCRIPTION TO NEWS ELWOOD, FRANKTON, SUMMITVILLE
				Frankton Per. & Newsp.	\$75.60		
				Summitville Period. & Newsp.	\$75.60		
				Total this claim	\$226.80		
↓ 18841	65	FAIRMOUNT HISTORICAL MUS		Summitville	\$70.00	2/2/00	TO PURCHASE A COPY OF THE BOO FAIRMOUNT
				Total this claim	\$70.00		
↓ 18842	86	FRESH START INTERIORS		Bldg. & Structure/Maint.	\$40.00	2/14/00	REPAIR TO WALLPAPER AT ELWOO
				Total this claim	\$40.00		
↓ 18843	87	GALE GROUP		Elwood Adult	\$805.04	2/14/00	INVOICE # 9661714, 9618362, 963395
				Total this claim	\$805.04		
↓ 18844	88	GARETH STEVENS		Summitville	\$532.83	2/14/00	INVOICE # 503280, 503281
				Summitville	\$529.66		
				Total this claim	\$1,062.49		
↓ 18845	89	HEALTH COMMUNICATIONS, I		Elwood Adult	\$15.20	2/14/00	INVOICE # 10724791
				Total this claim	\$15.20		
↓ 18846	90	HEINEMANN LIBRARY		Elwood Childrens	\$790.40	2/14/00	INVOICE # 558294
				Total this claim	\$790.40		
↓ 18847	120	HORTON'S & SONS OF ELWO		Other Repair & mainten.supplies	\$25.76	2/14/00	STATEMENT 1/31/00 TRANSACTION 2/8/00
				Total this claim	\$25.76		
↓ 18848	91	INDIANA GAS COMPANY		Gas	\$142.08	2/14/00	SERVICE PERIOD 1/3/00 - 1/31/00
				Gas	\$662.71		
				Total this claim	\$804.79		
↓ 18849	92	INDYNET		Telephone & Telegraph	\$145.00	2/14/00	INTERNET ACCESS DUE 2/1/00
				Total this claim	\$145.00		
↓ 18850	93	K MART		Other Operating Supplies	\$112.20	2/14/00	VARIOUS PURCHASE RECEIPTS
				Summitville	\$19.99		
				Summitville AV	\$132.89		
				Total this claim	\$265.08		
↓ 18851	94	LIBRARY CORPORATION, THE		Other Operating Supplies	\$41.00	2/14/00	INVOICE # 2000030307, 2000030291, FRANKTON, SUMMITVILLE, ELWOOD
				Automation	\$560.00		
				Automation	\$560.00		
				Automation	\$279.00		
				Total this claim	\$1,440.00		

<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>
√ 18852	95	LIBRARY STORE INC., THE		Book Processing	\$157.75	2/14/00	INVOICE # 219232, 216726 BOOK REPAIR ELWOOD CHILDRENS
				Other Operating Supplies	\$47.35		
				Total this claim	\$205.10		
√ 18853	96	LINDA KEMPER		Traveling Expense	\$7.42	2/14/00	MILEAGE 12/28/99, 1/5/00
				Total this claim	\$7.42		
√ 18854	97	LUCENT TECHNOLOGIES		Professional Services	\$137.64	2/14/00	STATEMENT # 2704457189
				Total this claim	\$137.64		
√ 18855	98	MANIFOLD REFUSE, INC.		Waste Disposal Services	\$54.00	2/14/00	TRASH SERVICE
				Total this claim	\$54.00		
√ 18856	99	MICROMARKETING, LLC		Frankton	\$18.95	2/14/00	20TH CENTURY CHILDREN'S POETR INVOICE # 73458
				Total this claim	\$18.95		
√ 18857	100	MIDWEST TAPE		Frankton AV	\$429.42	2/14/00	VARIOUS INVOICES
				Elwood AV	\$166.92		
				Total this claim	\$596.34		
√ 18858	101	MINOLTA BUSINESS SYSTEM		Furniture & Equipment	\$9,110.00	2/14/00	INVOICE # 0011102356 -READER PRI WITH ADDITIONAL APPROPRIATION
				Total this claim	\$9,110.00		
√ 18859	102	OFFICE MAX CREDIT PLAN		Office Supplies	\$62.85	2/14/00	INVOICE # 8814, 7705
				Technology Equipment	\$719.96		
				Total this claim	\$782.81		
√ 18860	103	PITNEY BOWES		Office Supplies	\$63.69	2/14/00	INVOICE # 393681
				Total this claim	\$63.69		
√ 18861	104	PITNEYWORKS		Postage & UPS	\$138.34	2/14/00	CLOSING DATE 1/10/00
				Total this claim	\$138.34		
√ 18862	105	QUILL CORPORATION		Office Supplies	\$86.12	2/14/00	INVOICE # 6441711, 6303995
				Office Supplies	\$379.59		
				Total this claim	\$465.71		
√ 18863	106	RADIO SHACK		Other Operating Supplies	\$16.98	2/14/00	INVOICE # 120014, 190016
				Total this claim	\$16.98		
√ 18864	118	RAMSAY BUSINESS PRODUC		Professional Services	\$247.20	2/14/00	STATEMENT DATED 2/2/00 LESS OV \$370.00 FOR SERVICE FEE - UNDER AGREEMENT - INCLUDES FRANKTO AGREEMENT
				Professional Services	\$145.67		
				Total this claim	\$392.87		

<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>
✓ 18865	119	RIEGEL'S		Professional Services	\$135.00	2/14/00	FIX THRESHOLD ON NORTH DOOR A
				Bldg. Matl. And Supplies	\$31.50		
				Total this claim	\$166.50		
✓ 18866	107	STATE CHEMICAL MANUFACT		Cleaning & Sanitation Supplies	\$130.02	2/14/00	INVOICE # 90560436
				Total this claim	\$130.02		
✓ 18867	108	THOMSON INDIANA		Elwood Period. & News.	\$78.00	2/14/00	26 WEEKS SUBSCRIPTION FOR ELW
				Total this claim	\$78.00		
✓ 18868	122	U.S. TOY CO./CONSTRUCTIVE	Gift	Elwood Childrens	\$51.60	2/14/00	INVOICE # 5031937201
				Total this claim	\$51.60		
✓ 18869	109	UNITOG RENTAL SERVICES		Cleaning & Sanitation Supplies	\$32.30	2/14/00	
				Cleaning & Sanitation Supplies	\$32.91		
				Total this claim	\$65.21		
✓ 18870	110	UNIVERSITY BOOK SERVICE		Frankton	\$280.64	2/14/00	INVOICE # 303566
				Total this claim	\$280.64		
✓ 18871	111	UNIVERSITY OF TEXAS AT AU		Other Professional Services	\$10.00	2/14/00	INTERLIBRARY LOAN CHARGE
				Total this claim	\$10.00		
✓ 18872	112	WORLD ALMANAC EDUCATIO		Frankton	\$977.16	2/14/00	
				Total this claim	\$977.16		
✓ 18873	123	POSTMASTER		Postage & UPS	\$33.00	2/14/00	POSTAGE STAMPS FOR FRANKTON
				Total this claim	\$33.00		
✓ 18874	133	CARTER ELECTRIC CO. INC O		Professional Services	\$270.00	2/14/00	BASSAST AND LABOR
				Other Operating Supplies	\$650.00		
				Total this claim	\$920.00		
✓ 18875	132	CARTER ELECTRIC CO. INC O		Other Repair & mainten.supplies	\$1,145.00	2/14/00	BALLASTS, TRANSFORMERS
				Repair Parts/Maintenance	\$487.50		
				Total this claim	\$1,632.50		
✓ 18876	128	CITY OF ELWOOD NON-REVE	Insurance	Emp Cont Group Ins	\$573.84	2/14/00	P/R ENDING 2/12/00
				Emp Cont Group Ins	\$491.88		PAYMENT FOR FEBRUARY
				Total this claim	\$1,065.72		
✓ 18877	127	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	2/14/00	P/R ENDING 2/12/00
				Total this claim	\$195.00		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
✓ 18878	126	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$949.87	2/14/00	P/R ENDING 2/12/00
			County Taxes Withheld	Payroll Deductions	\$239.40		PAYMENT FOR FEBRUARY
				Total this claim	\$1,189.27		
✓ 18879	130	INDIANA-AMERICAN WATER C		Water	\$50.00	2/14/00	SERVICE FOR SUMMITVILLE
				Total this claim	\$50.00		
✓ 18880	131	JAMIE B. SCOTT		Traveling Expense	\$51.52	2/14/00	MILEAGE
				Total this claim	\$51.52		
✓ 18881	129	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$749.71	2/14/00	P/R ENDING 2/12/00
				Total this claim	\$749.71		

Total Amount of Claims \$218,775.74

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 14, 2000

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 _____ day of _____, 19____.

Amelia C. Bollander Linda Agel Kevin Lipe
Sharon Pace David C. Johnson _____
Cindy Powell Gary J. Haver _____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
March 13, 2000
Executive Meeting
6:30pm

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

- A. Personnel
IC 5-14-1.5-6-(b) (6)

Regular Meeting
7:00PM

CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS:

- 1. Amend snow day section in Personnel Policy
- 2. Inter-Net Policy
- 3. Lighting - Frankfort
- 4. Personnel benefits

NEW BUSINESS:

- 1. Commitment to Law
- 2. Technology Grant
- 3. Summer Plan
- 4. Letter Books

Director's Report

PLS/P

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees
March 13, 2000
7:00pm

NO MEETING WAS HELD AT THE ELWOOD PUBLIC LIBRARY,
MARCH 13, 2000 BECAUSE A QUORUM WAS NOT PRESENT.

MEETING WAS RESCHEDULED TO MARCH 22, 2000.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
Executive Meeting
March 22, 2000
7:00pm

Linda Sizelove
Cindy Powell
Sharan

President Sharan Pace called an executive meeting to order at Library Meeting Room on March 22, 2000.

Attending with President Pace were: Kevin Sipe, David Hoffman, Cindy Powell, Linda Sizelove and Pam Bohlander. Jerry Kaiser was absent.

Also attending the meeting were: Attorney Jim Wilson, Beverly Austin, Jan Helping and Diana Shepard. Attorney Wilson presented a contract for Beverly Austin to be accepted by the Board of Trustees for Director. The contract was discussed and will be presented at the next meeting.

To: Board Members
From: Sharan Pace

March 14, 2000

There was no meeting held March 13 because we did not have a quorum.

Meeting has been re-scheduled for Wednesday, March 22, 2000:

Call-Leader will take a picture of the Board.....6:15pm
to be published Library Week.

Public Meeting.....6:30pm

Exe. Meeting (Jim Wilson will be here to talk to the board
re: Contract for Bev Austin.) 7:00pm

PLEASE CALL IF YOU CANNOT ATTEND..

David R. Hoffman
David Hoffman, Secretary

Sharan Pace
Kevin Sipe
Pamela L. Bohlander

Cindy Powell

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES REGULAR MEETING
March 22, 2000
6:30pm

CALL TO ORDER

President Sharan Pace called a regular meeting of the North Madison County Public Library Board of Trustees to order at the Elwood Library Meeting Room March 22, 2000 at 6:30pm.

CALL FOR QUORUM

Present with President Pace were board members: Kevin Sipe, Pam Bohlander, Linda Sizelove, David Hoffman, and Cindy Powell. Jerry Kaiser was absent. Others present were: Jan Helping, Beverly Austin, Diana Shepard, Attorney Jim Wilson and Elwood Call-Leader reporter Penny Stone.

MINUTES were approved by Pam Bohlander, seconded by David Hoffman.

CLAIMS REGISTER was signed and checks signed by Treasurer Pam Bohlander.

OLD BUSINESS

Policy Change – Delayed Closings Beverly Austin suggested an amendment to the Personnel Policy under Emergencies and Unscheduled Closings. <Compensation.

Compensation: When the library is closed unexpectedly, employees may use Personal Business Leave to recover lost pay. Sick time may not be used. If employees are working when the facility is closed, they will be paid to the end of their shift. If the library opening is delayed, employees who are scheduled to work will be paid their entire shift. Employees who are notified not to come in on a day of forced closing may make up their time by rescheduling hours.

Linda Sizelove made the motion to accept the change to the policy as presented. David Hoffman seconded the motion and it passed.

Inter-Net Policy

Discussion was held about the Inter-Net and inappropriate sites brought up on the public computers. The problem now is how to punish the offender. Several suggestions were made:

The reading of the sign posted above the computers should be the first and only warning and then dismissal.

A list of patrons could be kept after they read the policy.

A new signed agreement could be put in effect – not only the parental permission but everyone would need to sign.

A warning could be put on the computers so that every user could read it before using the computer each time or a Website established for the library with the warning included.

Because there were questions unanswered about several things, a motion was made by David Hoffman to delay a decision until next month. Linda Sizelove seconded.

Lighting at Frankton Kevin Sipe reported he has asked for an estimate for lighting from a person and has not heard from him yet. Kevin feels one solution could be to get better light bulbs because right now, they are different brightness.

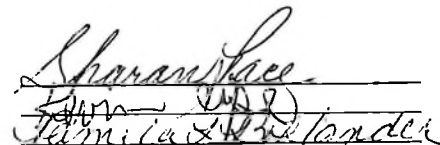
Amendment to By-Laws – Article I, Section 5 was amended with a motion by David Hoffman, seconded by Kevin Sipe. Article II, Section 2 was amended with a motion from Linda Sizelove, seconded by David Hoffman.

Technology Grant Jan Helping announced we have been awarded a \$1000.00 technology grant from the Indiana State Library. We will be able to use the grant for the consortium Jamie wants to join.

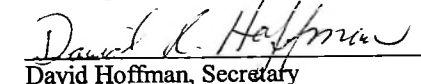
Disaster Plan Jan presented a Disaster Plan for the Accounting Computer required by the State Board of Accounts. The plan was accepted with a motion from David Hoffman, seconded by Kevin Sipe.

Part-Time Benefits Jan Helping read each page from the Personnel Policy that pertained to part-time benefits. Board members asked if the library could afford the benefits. Diana explained the total amount more would be \$4,266.00 but we would not always use the total amount because schedules are adjusted sometimes when part-time people are absent. Turn-over of part-time employees was discussed and that it might be a better situation with benefits offered. A motion was made by David Hoffman, seconded by Linda Sizelove to make part-time benefits one-half the amount of full-time employees. Jan Helping asked questions: Do you want this effective April 1? Do you want to adjust vacation hours? Discussion was held about past problems of vacation hours. Motion was rescinded and will be placed on April's agenda.

Meeting was adjourned with a motion from Kevin Sipe, seconded by David Hoffman..



Sharan Pace, President



David Hoffman, Secretary

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES REGULAR MEETING
March 22, 2000
6:30pm

CALL TO ORDER

President Sharan Pace called a regular meeting of the North Madison County Public Library Board of Trustees to order at the Elwood Library Meeting Room March 22, 2000 at 6:30pm.

CALL FOR QUORUM

Present with President Pace were board members: Kevin Sipe, Pam Bohlander, Linda Sizelove, David Hoffman, and Cindy Powell. Jerry Kaiser was absent. Others present were: Jan Helpling, Beverly Austin, Diana Shepard, Attorney Jim Wilson and Elwood Call-Leader reporter Penny Stone.

MINUTES were approved by Pam Bohlander, seconded by David Hoffman.

CLAIMS REGISTER was signed and checks signed by Treasurer Pam Bohlander.

OLD BUSINESS

Policy Change – Delayed Closings Beverly Austin suggested an amendment to the Personnel Policy under Emergencies and Unscheduled Closings. <Compensation.

Compensation: When the library is closed unexpectedly, employees may use Personal Business Leave to recover lost pay. Sick time may not be used. If employees are working when the facility is closed, they will be paid to the end of their shift. If the library opening is delayed, employees who are scheduled to work will be paid their entire shift. Employees who are notified not to come in on a day of forced closing may make up their time by rescheduling hours.

Linda Sizelove made the motion to accept the change to the policy as presented. David Hoffman seconded the motion and it passed.

Inter-Net Policy

Discussion was held about the Inter-Net and inappropriate sites brought up on the public computers. The problem now is how to punish the offender. Several suggestions were made:

The reading of the sign posted above the computers should be the first and only warning and then dismissal.

A list of patrons could be kept after they read the policy.

A new signed agreement could be put in effect – not only the parental permission but everyone would need to sign.

A warning could be put on the computers so that every user could read it before using the computer each time or a Website established for the library with the warning included.

Because there were questions unanswered about several things, a motion was made by David Hoffman to delay a decision until next month. Linda Sizelove seconded.

Lighting at Frankton Kevin Sipe reported he has asked for an estimate for lighting from a person and has not heard from him yet. Kevin feels one solution could be to get better light bulbs because right now, they are different brightness.

Amendment to By-Laws – Article I, Section 5 was amended with a motion by David Hoffman, seconded by Kevin Sipe. Article II, Section 2 was amended with a motion from Linda Sizelove, seconded by David Hoffman.

Technology Grant Jan Helpling announced we have been awarded a \$1000.00 technology grant from the Indiana State Library. We will be able to use the grant for the consortium Jamie wants to join.

Disaster Plan Jan presented a Disaster Plan for the Accounting Computer required by the State Board of Accounts. The plan was accepted with a motion from David Hoffman, seconded by Kevin Sipe.

Part-Time Benefits Jan Helpling read each page from the Personnel Policy that pertained to part-time benefits. Board members asked if the library could afford the benefits. Diana explained the total amount more would be \$4,266.00 but we would not always use the total amount because schedules are adjusted sometimes when part-time people are absent. Turn-over of part-time employees was discussed and that it might be a better situation with benefits offered. A motion was made by David Hoffman, seconded by Linda Sizelove to make part-time benefits one-half the amount of full-time employees. Jan Helpling asked questions: Do you want this effective April 1? Do you want to adjust vacation hours? Discussion was held about past problems of vacation hours. Motion was rescinded and will be placed on April's agenda.

Meeting was adjourned with a motion from Kevin Sipe, seconded by David Hoffman..

David Hoffman, Secretary

Sheet1

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	MARCH 1999	MARCH 2000	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	3486	3205	-281	-8%	9342
JUVENILE	2608	2685	77	3%	6970
Y. A.	147	193	46	31%	462
PERIOD.	511	616	105	21%	1623
AUDIO	238	229	-9	-3%	666
VIDEO	2367	2473	106	4%	6971
TOTAL	9357	9401	44	0%	26034
FRANKTON					
ADULT	1080	1157	77	7%	3426
JUVENILE	837	897	60	7%	2267
Y. A.	29	29	0	0%	96
PERIOD.	347	287	-60	-17%	937
AUDIO	23	32	9	40%	100
VIDEO	1120	909	-211	-19%	2523
TOTAL	3436	3311	-125	-4%	9349
HAZELBAKER					
ADULT	774	784	10	1%	2096
JUVENILE	509	643	134	26%	1675
Y. A.	44	49	5	11%	108
PERIOD.	154	171	17	11%	465
AUDIO	23	84	61	265%	132
VIDEO	460	616	156	34%	1642
TOTAL	1964	2347	383	20%	6118
SYSTEM					
ADULT	5340	5148	-194	-4%	14864
JUVENILE	3954	4225	271	7%	10912
Y. A.	225	271	51	23%	666
PERIOD.	1012	1074	62	6%	3025
AUDIO	284	345	61	21%	898
VIDEO	3947	3998	51	1%	11138
TOTAL	14757	15559	302	2%	41501

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	3422	1359	1130
REF.	102	30	0
ASSITS.	3257	118	30
COMP. A.	774	202	344
J.	428	0	0
PROG. A.	NONE	NONE	NONE
J.	18/200	4/20	12/00

From: Edythe Huffman <ehuffman@statelib.lib.in.us>
To: Trustees <trustee@www.statelib.lib.in.us>; Indiana Public Libraries <inpublib@www.statelib.lib.in.us>; ilf <ilf@indy.net>
Date: Tuesday, February 29, 2000 4:40 PM
Subject: [Fwd: Trustee interactive video workshop May 11, 2000]

The registration will come out after ILF Annual Conference. If you have any questions, please contact me.

New for Indiana trustees -- interactive video workshop!

"Laws, duties and policies: What every trustee needs to know!" May 11, 2000

In the old days, boards concentrated on the monthly meeting. Today, it's guarding against lawsuits, grievances and complaints from employees, candidates and John Q. Public. This fast-paced interactive workshop covers "The big picture comes first," "Four must-have policies: Patron behavior, children's access to collections, filtering and employees," "Remember the court of public opinion!", "Federal alphabet soup you'd better know: ADA, FLSA, S-E-X" and "Five steps to help guard against lawsuits and grievances."

Ellen Miller, president of the Kansas Library Trustee Association, brings real-life examples and samples. On-site emcees keep things moving along. Tip: Wear colorful clothing as this program will be videotaped. You could be on camera!

Where: INCOLSA's two-way video sites in Indianapolis, Evansville, Merrillville, Fort Wayne, Bedford and Lafayette.
 Time: 10 a.m. - 1 p.m. Indianapolis time
 Cost: \$5 for refreshments and supplies
 Questions: Edie Huffman
 Registration will be available through the Indiana Library Federation. Watch for a mailing.

--
 Edythe S. Huffman
 Public Library/Certification Consultant
 Library Development Office, Indiana State Library
 140 N. Senate Ave. Indianapolis, IN 46204
 800-451-6028 (in IN only)
 317-232-3681 317-232-0002 fax
<http://www.statelib.lib.in.us>

Register Of Claims

North Madison County Public Library System

Report Date: From 2/15/00 To 3/15/00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	124	PAYROLL		Salary of Director	\$1,165.38	2/16/00	PAYROLL
				Salary of Assistants	\$12,440.28		
				Wages of Janitor	\$653.20		
				Total this claim	\$14,258.86		
0	134	ELWOOD FIRE EQUIPMENT C		Professional Services	\$126.40	2/17/00	CHANGE ACCOUNT NUMBER ON VO 18838
				Other Professional Services	(\$126.40)		
				Total this claim	\$0.00		
0	192	EFTPS		Empl.Share FICA&Medicare	\$1,069.39	3/15/00	P/R ENDING 3/11/00
			FICA	Payroll Deductions	\$866.68		
			Federal Taxes Withheld	Payroll Deductions	\$1,624.40		
			Medicare	Payroll Deductions	\$202.71		
				Total this claim	\$3,763.18		
0	191	PAYROLL		Salary of Director	\$1,165.38	3/15/00	PAYROLL
				Salary of Assistants	\$12,155.79		
				Wages of Janitor	\$657.71		
				Total this claim	\$13,978.88		
0	135	UNIVERSITY OF TEXAS AT AU		Professional Services	\$10.00	2/17/00	CHANGE ACCOUNT NUMBER ON VO # 18871
				Other Professional Services	(\$10.00)		
				Total this claim	\$0.00		
0	136	PAYROLL		Salary of Director	\$1,165.38	3/1/00	PAYROLL
				Salary of Assistants	\$12,264.70		
				Wages of Janitor	\$651.68		
				Total this claim	\$14,081.76		
0	137	EFTPS		Empl.Share FICA&Medicare	\$1,077.27	3/1/00	P/R ENDING 2/26/00
			FICA	Payroll Deductions	\$873.07		
			Federal Taxes Withheld	Payroll Deductions	\$1,639.83		
			Medicare	Payroll Deductions	\$204.20		
				Total this claim	\$3,794.37		

<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>
18882	140	AMERICAN ELECTRIC POWER		Electricity	\$25.06	2/28/00	SERVICE PERIOD 1/17/00 - ELWOOD
				Electricity	\$378.61		SERVICE PERIOD 1/14/00 - SUMMITVI
				Electricity	\$934.20		
				Total this claim	\$1,337.87		
18883	144	BARBARA SNIPES		Traveling Expense	\$55.66	2/28/00	MILEAGE 2/2/00 - 2/25/00
				Total this claim	\$55.66		
18884	141	CITY WATER & SEWAGE DEP		Water	\$129.74	2/28/00	ACCOUNT # 20-70100.00
				Total this claim	\$129.74		
18885	138	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	3/1/00	P/R ENDING 2/26/00
				Total this claim	\$195.00		
18886	139	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$746.40	3/1/00	P/R ENDING 2/26/00
				Total this claim	\$746.40		
18887	142	PITNEYWORKS		Postage & UPS	\$219.18	2/28/00	POSTAGE
				Total this claim	\$219.18		
18888	143	TOWN OF FRANKTON		Electricity	\$62.32	2/28/00	ACCOUNT # 4052 000
				Water	\$7.40		
				Waste Disposal Services	\$9.24		
				Total this claim	\$78.96		
J 18889	145	22ND STREET HARDWARE		Other Repair & mainten.supplies	\$128.98	3/13/00	INVOICE # 14316 & 14840
				Total this claim	\$128.98		
J 18890	146	AMERICAN STATES INSURAN		Insurance	\$181.00	3/13/00	BALANCE ON WORKERS COMP POLI
				Total this claim	\$181.00		
J 18891	195	AMERITECH		Telephone & Telegraph	\$270.00	3/13/00	SERVICE FOR SUMMITVILLE
				Total this claim	\$270.00		
J 18892	186	ARAB TERMITE & PEST CONT		Professional Services	\$45.00	3/13/00	INVOICE # 1659420
				Total this claim	\$45.00		
J 18893	147	AT&T		Telephone & Telegraph	\$24.08	3/13/00	BILL DATE FOR FRANKTON 2/2/00
				Telephone & Telegraph	\$66.24		BILL DATE FOR ELWOOD 2/24/00
				Total this claim	\$90.32		
J 18894	148	AUDIO VISUAL COMMUNICATI		Professional Services	\$119.00	3/13/00	SERVICE AGREEMENT FOR 3/00
				Total this claim	\$119.00		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
✓ 18895	149	BAKER & TAYLOR		Elwood Adult	\$399.88	3/13/00	VARIOUS INVOICES
				Elwood Childrens	\$731.39		
				Elwood YA	\$501.13		
				Frankton	\$1,029.79		
				Summitville	\$299.52		
				Total this claim	\$2,961.71		
✓ 18896	150	BERNAN ASSOCIATES		Elwood Period. & News.	\$40.00	3/13/00	ZIP CODE DIRECTORY
✓ 18897	151	BURNETTE - DELLINGER INC.		Total this claim	\$40.00		
				Official Bonds	\$208.00	3/13/00	BLANKET BOND RENEWAL BOND FOR DIANA SHEPARD
				Total this claim	\$208.00		
✓ 18898	152	CAROLYN LAMBERTSON		Traveling Expense	\$8.40	3/13/00	MILEAGE CLAIM FOR FEBRUARY
				Traveling Expense	\$33.60		
				Total this claim	\$42.00		
✓ 18899	153	CHRONICLE TRIBUNE		Elwood Period. & News.	\$117.00	3/13/00	SERVICE FOR ELWOOD FOR SUBC 3/20/00 - 3/19/01
				Total this claim	\$117.00		
✓ 18900	154	CONSOLIDATED PLASTICS C		Bldg. Matl. And Supplies	\$64.65	3/13/00	MATS FOR ENTRY AT ELWOOD
				Total this claim	\$64.65		
✓ 18901	187	COVEY INC.		Office Supplies	\$365.95	3/13/00	INVOICE # 1483, 1478, 1484, 1493
				Total this claim	\$365.95		
✓ 18902	155	DEMCO		Elwood Adult Programing	\$35.08	3/13/00	BOOKMARKS AND BANNERS FOR N WEEK
				Total this claim	\$35.08		
✓ 18903	156	EDWARDS ELECTRICAL & ME		Professional Services	\$1,125.00	3/13/00	SERVICE ON FURNACE
				Other Repair & mainten.supplies	\$395.92		
				Total this claim	\$1,520.92		
✓ 18904	188	ELWOOD PUBLISHING CO.		Advertising & Public Notices	\$25.00	3/13/00	CLASSIFIED AD FOR POSITION IN Y
				Total this claim	\$25.00		
✓ 18905	185	FILIP, INC.		Cleaning & Sanitation Supplies	\$41.91	3/13/00	INVOICE # 88912, 89545
				Total this claim	\$41.91		
✓ 18906	157	GALE GROUP		Elwood Adult	\$447.33	3/13/00	INVOICE # 9672755 & 9712649, 97225
				Total this claim	\$447.33		

Account Number	Vendor Name	Account Name	Account	Amount	Date	Explanation
18907	WOLFE BOOKS & SUPPLIES		Elwood Childrens	\$327.88	3/13/00	INVOICE # 27370203, 27355844
			Elwood YA	\$401.84		
			Total this claim	\$729.72		
18908	HORTONS & SONS OF ELWOOD		Bldg. Matl. And Supplis	\$2.38	3/13/00	AIR FILTER
			Total this claim	\$2.38		
18909	INCOLSA		Professional Meetings	\$20.00	3/13/00	LIBRARY BUDGET WORKSHOPS BEVERLY AUSTIN, DIANA SHEPARD
			Total this claim	\$20.00		
18910	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	3/15/00	P/R ENDING 3/11/00
			Total this claim	\$195.00		
18911	INDIANA GAS COMPANY		Gas	\$110.48	3/13/00	SERVICE PERIOD 1/19-2/17/00 FRANKTON
			Gas	\$109.77		SERVICE PERIOD 1/31-2/29/00 SUMM
			Gas	\$375.71		SERVICE PERIOD 2/9/00-3/9/00 - ELW
			Total this claim	\$595.96		
18912	INDIANA-AMERICAN WATER C		Water	\$29.64	3/13/00	BILLING PERIOD 2/4/00-3/7/00
			Total this claim	\$29.64		
18913	INDYNET		Telephone & Telegraph	\$125.00	3/13/00	SERVICE FOR MONTH OF MARCH
			Total this claim	\$125.00		
18914	INGRAM LIBRARY SERVICES		Other	\$111.17	3/13/00	INVOICE # 27370203, 27355844 BOOK DISCUSSION BOOKS
			Total this claim	\$111.17		
18915	INSPIRATIONAL BOOK DISTRI		Elwood Adult	\$9.49	3/13/00	COMMAND THE SUN INVOICE # 1556
			Total this claim	\$9.49		
18916	K MART		Other Operating Supplies	\$98.35	3/13/00	VARIOUS INVOICES
			Summitville	\$89.96		
			Summitville AV	\$225.78		
			Elwood Children's Programming	\$23.96		
			Total this claim	\$438.05		
18917	LANDMARK AUDIOBOOKS		Frankton AV	\$1,347.50	3/13/00	ANNUAL AUDIOBOOK LEASE AGREE FRANKTON
			Total this claim	\$1,347.50		
18918	LERNER PUBLICATIONS COM		Summitville	\$1,765.44	3/13/00	INVOICE # L403505, L403487, L40482
			Total this claim	\$1,765.44		
18919	LEXIS LAW PUBLISHING		Elwood Adult	\$89.58	3/13/00	INVOICE # L08747, L05290
			Total this claim	\$89.58		

<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>
↓ 18920	169	LIBRARY CORPORATION, THE		Other Operating Supplies	\$42.00	3/13/00	PATRON BARCODES
				Total this claim	<u>\$42.00</u>		
↓ 18921	168	LIBRARY STORE INC., THE		Book Processing	\$165.60	3/13/00	INVOICE # 225997, 224900
				Other Operating Supplies	\$73.20		
				Total this claim	<u>\$238.80</u>		
↓ 18922	170	LUCENT TECHNOLOGIES		Professional Services	\$137.64	3/13/00	SERVICE AGREEMENT
				Total this claim	<u>\$137.64</u>		
↓ 18923	194	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$745.32	3/13/00	P/R ENDING 3/11/00
				Total this claim	<u>\$745.32</u>		
↓ 18924	171	MIDWEST TAPE		Frankton AV	\$318.87	3/13/00	VARIOUS INVOICES
				Elwood AV	\$338.82		
				Total this claim	<u>\$657.69</u>		
↓ 18925	190	N & K CABINET INC.		Furniture & Equipment	\$1,160.50	3/13/00	CD CABINETS INTO BOOKCASES YOUTH SERVICES CABINET
				Total this claim	<u>\$1,160.50</u>		
↓ 18926	172	NEWS-SUN, THE		Advertising & Public Notices	\$11.55	3/13/00	AD FOR PART-TIME CLERK AT SUMM
				Total this claim	<u>\$11.55</u>		
↓ 18927	173	PARSONS TECHNOLOGY		Elwood Indiana Room	\$181.95	3/13/00	INVOICE # 1199521
				Total this claim	<u>\$181.95</u>		
↓ 18928	174	PENDLETON HISTORY BOOK		Elwood Indiana Room	\$45.00	3/13/00	INVOICE # 256
				Total this claim	<u>\$45.00</u>		
↓ 18929	175	PENWORTHY CO.		Frankton	\$1,481.79	3/13/00	INVOICE # 171740
				Total this claim	<u>\$1,481.79</u>		
↓ 18930	176	QUILL CORPORATION		Office Supplies	\$814.67	3/13/00	CREDIT MEMO # 113024, VARIOUS IN
				Elwood Adult Programing	\$164.82		
				Furniture & Equipment	\$381.57		
				Book Processing	\$79.94		
				Total this claim	<u>\$1,441.00</u>		
↓ 18931	183	RAINBOW BOOK COMPANY		Frankton	\$2,023.43	3/13/00	INVOICE # 5880, 5881
				Summitville	\$795.90		
				Total this claim	<u>\$2,819.33</u>		
↓ 18932	177	RAMSAY BUSINESS PRODUC		Office Supplies	\$97.34	3/13/00	
				Office Supplies	\$67.90		
				Total this claim	<u>\$165.24</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>
✓ 18933	189	SELECTFORM, INC.		Official Records	\$33.77	3/13/00	EMPLOYMENT APPLICATIONS
				Total this claim	<u>\$33.77</u>		
✓ 18934	178	SPECIALTY STORE SERVICES		Other Operating Supplies	\$60.08	3/13/00	INVOICE # 752282
				Total this claim	<u>\$60.08</u>		
✓ 18935	179	TASTE OF HOME		Frankton	\$22.45	3/13/00	2000 QUICK COOKING ANNUAL RECI
				Total this claim	<u>\$22.45</u>		
✓ 18936	180	U.S. TOY CO./CONSTRUCTIVE	Gift	Elwood Childrens	\$49.61	3/13/00	INVOICE # 5032525001
				Total this claim	<u>\$49.61</u>		
✓ 18937	181	UNIVERSITY BOOK SERVICE		Elwood Childrens	\$386.38	3/13/00	INVOICE # 303813, 304794
				Elwood Childrens	\$37.20		
				Total this claim	<u>\$423.58</u>		
✓ 18938	182	UPSTART		Elwood Adult Programing	\$22.00	3/13/00	INVOICE # 6075965-001
				Total this claim	<u>\$22.00</u>		

Warrant Claim

Number Number Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$74,541.74

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, March 13, 2000

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 7 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$74,541.74

Date this day of ,19

Handwritten signatures: Kevin M. Hise, Cindy Powell, Amalia G. Bellander, Linda Wilson, Sharon Pace, David C. Hoffman

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

**By-laws
North Madison County
Public Library System**

Article 1 Membership

- Section 1** In accordance with the provisions of IC20-14, the library board of the North Madison County Public Library System shall consist of seven (7) members chosen for their fitness for public library trusteeship.
- Section 2** Members are appointed by the following entities:
County Commissioners- 2 appointments
County Council- 2 appointments
Elwood Community School Corp.- 2 appointments
Frankton-Lapel School Corp.& Madison-Grant School Corp.- 1 joint appointment
- Section 3** Length of term is four (4) years. Members may serve four (4) consecutive terms. (See IC 20-14)
- Section 4** Each member shall have a certificate of appointment filed with the library and which shall be preserved as public record.
- Section 5** Each member shall serve without compensation except the Treasurer. The Treasurer will be paid a stipend of \$300.00 per year (amended 6-14-99).
- Section 6** Attendance is important at all meetings. A member may be removed from the board in accordance to IC 20-14.
- Section 7** Each member will attend one (1) training session per calendar year.

Article II Officers

- Section 1** Officers of the board shall be a President, Vice-president, Secretary, and Treasurer.
- Section 2** Officers slate will be presented in November, officers elected at the December meeting for a term of one (1) year beginning in January. Vacancies in office shall be filled at the next regular meeting of the board after the vacancy occurs.
- Section 3** The duties of the officers shall be such as by custom and law and the rules of this board usually devolve upon such officers in accordance with their titles.

Adopted 9-9-98
Revised 3-22-00

Article III Meetings

- Section 1** Regular board meetings are usually held once each month.
- Section 2** Special meetings may be called by the President, or at the request of a board member, for the transaction of business as stated in the call. Notice stating the time and place of any special meeting and the purpose for which it is called shall be given each member of the board at least two days in advance of such meeting and to the local media 48 hours in advance, as according to law.
- Section 3** A quorum of four members is required for the transaction of business.
- Section 4** Order of business may be:
Call to order
Approval of minutes
Approval of claims and checks
Old business
New business
Director's report
Adjourn
- Section 5** Robert's Rules of Order, latest revised edition, shall govern the parliamentary procedure of the board.

Article IV Committees

- Section 1** Committees may be appointed at the discretion of the President. They serve to investigate, study and report all matters on which the board can act more expeditiously as a whole. In most matters, the board's most effective operation is as a committee of the whole.

Article V Indemnification

- Section 1** The board will take care of legalities, if a board member is sued due to a library matter.

Article VI Amendments

Section 1 These by-laws may be amended at any regular meeting of the library board with a quorum present, by majority vote of the members present, providing the amendment was stated in the agenda for the meeting.

These by-laws have been approved by the following members of the North Madison County Public Library system:

_____	_____
_____	_____
_____	_____
_____	_____

Winter Storm

If a major winter storm should hit the area, the Director will be responsible for closing the library. If the storm warning is received prior to the opening of the library, every effort will be made to reach a closure decision prior to the time employees would normally leave for work.

Employees will be called via the CALLING TREE. [See Appendix] If warning of a major storm is received during Library hours, every effort will be made to dismiss non-essential personnel if it is decided to remain open. Branch personnel should notify Elwood if they close because of weather-related emergencies.

<*Off-site Assembly: The off-site assembly location for the Elwood Public Library is the lobby of the Elwood Police Department. Frankton branch off-site assembly location will be the Frankton Town Hall. Summitville branch off-site assembly location will be the Post Office.

<Compensation: When the library is closed unexpectedly, employees may use Personal Business Leave to recover lost pay. Sick time may not be used. If employees are working when the facility is closed, they will be paid to the end of their shift. If the library opening is delayed, employees who are scheduled to work will be paid their entire shift. Employees who are notified not to come in on a day of forced closing may make up their time by rescheduling hours.

25. VACATION

Vacation time will be granted according the schedule listed below and will be credited to their payroll record each year on the date-of-hire anniversary. Full-time employees will be allowed to carry over 40 hours of vacation each year on their anniversary date. Part-time employees may carry over up to 17.5 hours on their anniversary date.

Vacation is granted in one-hour increments and may be expended in one- hour increments.

FOR CONSIDERATION AT MARCH BOARD MEETING:

Personnel Policy, pg. 16, now reads:

“Compensation- When the library is closed unexpectedly, employees may use Personal Business Leave to recover lost pay. Sick time may not be used. If employees are working when the facility is closed, they will be paid to end of their shift. Employees who are notified not to come in on a day of forced closing may make up their time by rescheduling hours.”

Add after “If employees are working when the facility is closed, they will be paid to end of their shift. IF THERE IS A DELAY IN THE OPENING OF THE LIBRARY, THE EMPLOYEES WORKING THE FIRST SHIFT WILL BE PAID FOR THEIR COMPLETE SHIFT.

PUBLIC ACCESS COMPUTER POLICY

1. The public may use any program which is listed on the main menu of the public access computer if the program does not require a password for access.
2. The computer is available on a first come, first served basis.
3. A patron may use the computer for a period of one hour. He may continue to use the computer if no one else is waiting to use it.
4. If another patron wishes to use the computer, the patron currently on it may continue his work until his hour is up. He will be given a ten minute notice when his hour is nearly over, and he must complete/save what he is working on in that ten minute period.
5. If the patron currently using the computer has been on the computer for more than one hour and another patron wishes to use it, the patron on the computer will be given a ten minute notice in which he must complete/save his work before the next patron's turn.
6. The staff on duty will monitor the time in which a patron is on the computer. Their decision is final.
7. Patrons wishing to save or retrieve their work from their own disks may do so, providing that the programs may be used in conjunction with the processing program on that particular computer. The DOS prompt is not accessible to the public. If patrons would like to save their work on the “C” drive, they may do so for 60 days. After 60 days, their work will be deleted from the “C” drive.
8. There is a charge of twenty (\$.20) cents per page if the patron wishes to print his work.
9. Fifteen minutes prior to the closing of the library, the patron will be given a warning to complete/save his work. Five minutes prior to the library's closing, the patron will be given another warning..
10. **THE COMPUTER WILL BE TURNED OFF WHEN THE LIBRARY CLOSSES, REGARDLESS OF WHETHER THE PATRON HAS COMPLETED/SAVED HIS WORK.**

Public Access Computer Policy

items to be added:

11. Persons accessing pornography sites will be ask^d to leave the library . They will not be allowed to return for one week.
12. If a second incident occurs with the same person accessing a pornography site, use of the library and computers will be suspended for _____ months.
13. If there is a third incident involving a user accessing pronography on the computer, the person will not be allowed to return.
14. If the person is under 18 years of age, the parent will be notified of the access of pornography and the punishment involved.
15. Upon a second incident the person under 18 years of age, will be suspended from the library for _____ months and from computer access for one year.
16. the parent will be notified that the student may not use the computer for one year and is suspended from the library for _____ months.
17. The parent will need to accompany the under aged child at the end of the one year to reinstate computer access for the child.

Public Access Computer Policy

items to be added:

The way it is now:

11. Persons accessing pornography sites will be ask to leave the library . They will not be allowed to return for one week.
12. If a second incident occurs with the same person accessing a pornography site, use of the library and computers will be suspended for *one month.*
13. If there is a third incident involving a user accessing pronography on the computer, the person will not be allowed to return *computer access.*
14. If the person is under 18 years of age, the parent will be notified of the access of pornography and the punishment involved.
15. Upon a second incident the person under 18 years of age, will be suspended from the library for _____ months and from computer access for one year.
16. ~~the parent will be notified that the student may not use the computer for one year and is suspended from the library for _____ months.~~ *feel should not be banned from books*
17. The parent will need to accompany the under aged child at the end of the one year to reinstate computer access for the child.

Step 1: warn one warning and then banned from computers.

sign - when it is - revoked.

1st screen - warning, - have both warn. screen and sign.

1 warning

**By-laws
North Madison County
Public Library System**

Article 1 Membership

- Section 1** In accordance with the provisions of IC20-14, the library board of the North Madison County Public Library System shall consist of seven (7) members chosen for their fitness for public library trusteeship.
- Section 2** Members are appointed by the following entities:
County Commissioners- 2 appointments
County Council- 2 appointments
Elwood Community School Corp.- 2 appointments
Frankton-Lapel School Corp.& Madison-Grant School Corp.- 1 joint appointment
- Section 3** Length of term is four (4) years. Members may serve four (4) consecutive terms. (See IC 20-14)
- Section 4** Each member shall have a certificate of appointment filed with the library and which shall be preserved as public record.
- Section 5** Each member shall serve without compensation except the Treasurer. The Treasurer will be paid a stipend of \$300.00 per year (amended 6-14-99).
- Section 6** Attendance is important at all meetings. A member may be removed from the board in accordance to IC 20-14.
- Section 7** Each member will attend one (1) training session per calendar year.

Article II Officers

- Section 1** Officers of the board shall be a President, Vice-president, Secretary, and Treasurer.
- Section 2** Officers slate will be presented in November, officers elected at the December meeting for a term of one (1) year beginning in January. Vacancies in office shall be filled at the next regular meeting of the board after the vacancy occurs.
- Section 3** The duties of the officers shall be such as by custom and law and the rules of this board usually devolve upon such officers in accordance with their titles.

Adopted 9-9-98
Revised 3-22-00

Article III Meetings

- Section 1** Regular board meetings are usually held once each month.
- Section 2** Special meetings may be called by the President, or at the request of a board member, for the transaction of business as stated in the call. Notice stating the time and place of any special meeting and the purpose for which it is called shall be given each member of the board at least two days in advance of such meeting and to the local media 48 hours in advance, as according to law.
- Section 3** A quorum of four members is required for the transaction of business.
- Section 4** Order of business may be:
Call to order
Approval of minutes
Approval of claims and checks
Old business
New business
Director's report
Adjourn
- Section 5** Robert's Rules of Order, latest revised edition, shall govern the parliamentary procedure of the board.

Article IV Committees

- Section 1** Committees may be appointed at the discretion of the President. They serve to investigate, study and report all matters on which the board can act more expeditiously as a whole. In most matters, the board's most effective operation is as a committee of the whole.

Article V Indemnification

- Section 1** The board will take care of legalities, if a board member is sued due to a library matter.

Article VI Amendments

Section 1 These by-laws may be amended at any regular meeting of the library board with a quorum present, by majority vote of the members present, providing the amendment was stated in the agenda for the meeting.

These by-laws have been approved by the following members of the North Madison County Public Library system:



STATE OF INDIANA

FRANK O'BANNON, Governor

Charles Ray Ewick, Director

INDIANA STATE LIBRARY

140 North Senate Avenue
Indianapolis, IN 46204-2296
www.statelib.lib.in.us
Tel. (317) 232-3675
FAX (317) 232-3728
TDD (317) 232-7763

February 11, 2000

Jamie Scott
North Madison County Public Library System
1600 Main Street
Elwood, IN 46036

Dear Ms. Scott,

Thank you for submitting a FY 2000 Technology Grant application. There were 148 applications totaling \$705,392 for Part 1A, Individual grants of \$5000, 19 applications for Part 1B, Consortia grants of \$25,000, and 27 applications for \$447,878 for Innovative grants. Available LSTA funding is \$800,000.

After review of projects, the amount recommended for funding in Part 1A totaled \$576,562, and in Part 1B, \$210,000. Therefore we are able to fund all recommended projects in these parts.

Your library was approved for a Part1 grant in the amount of \$1,000 for startup cost for technical assistance.

Contracts are enclosed for the grants that are approved at this time. Once the contract has been signed, all payments will be made on a reimbursement basis based on a monthly report of purchase orders or bills received. THE PROJECT SHOULD NOT START UNTIL YOU HAVE RECEIVED THE CONTRACT BACK WITH ALL SIGNATURES ON IT. EXPENDITURES INCURRED BEFORE THE CONTRACT START DATE CANNOT BE REIMBURSED. A workshop will be scheduled in April or May for all grantees to cover procedures.

We would like to congratulate everyone who submitted a technology grant application. There are many exciting projects underway to expand library services. The State Library is pleased to be able to help you meet your patrons' needs.

Sincerely,

Ray Ewick
Director

Martha Roblee
Associate Director, Library Development

**GRANT FOR SUPERVISION OF LOCAL AGENCIES
UNDER LIBRARY SERVICES AND TECHNOLOGY ACT**

THIS AGREEMENT is made and entered into this _____ day of _____, 2000, by and between the State of Indiana, acting through and by the *Indiana State Library*, hereinafter called the "State") and *North Madison County Public Library System whose address is 1000 Main Street, Elwood, IN 46036-2023*, (hereinafter called the "Grantee").

WHEREAS, the federal Library Services and Technology Act exists to assist States in the extension and improvement of library services; and

WHEREAS, in order to receive assistance under the Act a state must have in force a LSTA Plan to carry out the purposes of the Act; and

WHEREAS, it is the wish and intent of the parties of this agreement that the Grantee administer certain functions, hereinafter described, as part of the required LSTA Plan to be developed by the State;

NOW THEREFORE, the State and Grantee hereby enter into this grant agreement under the following terms and Conditions:

1. Authority: This grant is authorized by IC 5-19-1, IC 4-23-7.1 and other laws pertaining to local and district library systems, including IC 20-14.
2. Duties of Grantee: Grantee will procure equipment, software, supplies, personnel, and contractual services as set out in their 2000 grant application to meet the library's technology needs.
3. Amount of Grant: The grant shall be from Account #3790-173000, CFDA #45.310, Project #00-1(1) in the amount of **\$1,000.00**. The grant shall be contingent upon the availability of LSTA funds to the State.
4. Payments: All payment obligations are subject to the encumbrance of monies and shall be made in arrears in accordance with Indiana law and the State fiscal policies and procedures and in this regard the Grantee agrees to execute such state payment

(unlike) items are inconsistent herewith. Claims may not submit claim forms before the services have been performed. Should the State, at its sole discretion, determine that it is in the best interests of the State to provide grants in advance of services being performed, the State may advance grants to the Grantee if the Grantee provides security in an amount at least equal to the amount of the Advance.

5. Term: This grant agreement shall be in effect from April 1, 2000 to June 30, 2001.

6. State Supervision of Grant: The State will supervise the Grantee by:

1. Requiring submission of reports at reasonable intervals from Grantee.

2. Requiring submission of lists of equipment or other property purchased by Grantee pursuant to this grant.

3. Requiring consultation with State Library personnel by Grantee.

The State may furnish consultant service, advisory services and money grants in such sums as it may determine.

7. Reimbursement of Lost or Diverted Funds: Any funds paid under the LSTA which have been lost or diverted from the purpose for which they are paid will be refunded by the Grantee to the State.

8. Budget Review: Demonstration budget plans will be reviewed every six months, and that any balance which has accumulated because of unavoidable delays in putting the attached plan into operation will be deducted from the funds to be paid for the operation of the plan in the next six month period; or, if in the determination of the State, the expenditure of the accumulated balance is needed to meet a condition not foreseen at the inauguration of the plan, the balance will be added to the funds to be paid in the following six month period.

9. Cooperation: The Grantee shall comply with the reasonable supervisory requirements of the State as described in Paragraph 6 above and with all other provisions of

this Grant; and for breach in any material respect, any property acquired hereunder shall revert to the State.

10. Budget Modifications: Without changing the program's total amount, the budget amount of any minor object class or activity in the project budget may be increased or decreased by up to 10 percent and the funds received within such minor object class upon request by the Project Director and approved by the State Library without the need for formal amendment of this agreement.

11. Governing Law: This contract shall be construed in accordance with and governed by the laws of the State of Indiana and suit, if any, must be brought in the State of Indiana.

12. Non-Discrimination: The Grantee will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352), and the regulations thereunder, to the end that no person in the United States shall, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the Applicant received federal financial assistance.

The Grantee will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the regulations thereunder, to the end that, no otherwise qualified disabled individual in the United States shall, solely by reason of his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Grantee will comply with P.L. 101-336 (Americans with Disabilities Act) and the regulations thereunder, to the end that, the grantee shall not discriminate on the basis of disability in providing services, programs or activities.

The Grantee will comply with the Age Discrimination Act (42 U.S.C. 6101 et seq.) and the regulations thereunder, to the end that, no person in the United States shall be discriminated against on the basis of age in programs or activities receiving Federal financial assistance. Pursuant to IC

22-9-1-10, the Grantee, and its subcontractors if any, shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Grant, with respect to his hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment, because of his race, religion, color, sex, disability, national origin or ancestry. Breach of this covenant may be regarded as material breach of Grant.

The Grantee will comply with P.L. 101-254 and the regulations thereunder, to the end that, the grantee shall not discriminate on the basis of race, religion, age, gender, national origin, or disability in providing space for public meetings.

The Grantee understands that the State is a recipient of federal funds. Pursuant to that understanding, the Grantee and its subcontractor, if any, agree that if the grantee employs fifty (50) or more employees and does at least \$50,000.00 worth of business with the State and is not exempt, the Grantee will comply with the affirmative action reporting requirements of 41 CFR 60-1.7. The State of Indiana shall comply with Section 202 or Executive Order 11246, as amended, 41 CFR 60-250, and 41 CFR 60-741, as amended, which are incorporated herein by specific reference. Breach of this covenant may be regarded as a material breach of contract.

13. Force Majeure: In the event that either party is unable to perform any of its obligations under this contract -- or to enjoy any of its benefits -- because of natural disaster, actions or decrees of governmental bodies or communication line failure not the fault of the affected party (hereinafter referred to as a Force Majeure Event), the party who has been so affected shall immediately give notice to the other party and shall do everything possible to resume performance. Upon receipt of such notice, all obligations under this contract shall be immediately suspended. If the period of nonperformance exceeds thirty (30) days from the receipt of notice of the Force Majeure Event, the party whose ability to perform has not been so affected may, by giving written notice, terminate this contract.

14. Multi-Term Funding Cancellation: When the Director of the State Budget Agency makes a written determination that funds are not appropriated or otherwise available to support

continuation of performance of a multi-term contract, the multi-term contract shall be canceled. A determination by the Budget Director that funds are not appropriated or otherwise available to support continuation of performance shall be final and conclusive.

15. Termination for Convenience: This contract may be terminated, in whole or in part, by the State whenever, for any reason, the State determines that such termination is in the best interest of the State. Termination of services shall be affected by delivery to the contractor of a Termination Notice at least thirty (30) days prior to the termination effective date, specifying the extent to which performance of services under which such termination becomes effective. The Contractor shall be compensated for services rendered prior to the effective date of termination. The State will not be liable for services performed after notice of termination. The Contractor shall be compensated for services herein provided but in no case shall total payment made to contractor exceed the original contract price due on contract or shall any price increase be allowed on individual line items if canceled only in part prior to the original termination date.

16. Conflict of Interest

A. As used in this section:

“Immediate family” means the spouse and the unemancipated children of an individual.

“Interested party” means:

1. The individual executing this Contract;
2. An individual who has an interest of three percent (3%) or more of Contractor, if Contractor is not an individual; or
3. Any member of the immediate family of an individual specified under subdivision 1 or 2.

“Department” means the Indiana Department of Administration.

“Commission” means the State Ethics Commission.

B. The Department may cancel this Contract without recourse by Contractor if any interested party is an employee of the State of Indiana.

C. The Department will not exercise its right of cancellation under section B above if the Contractor gives the Department an opinion by the Commission indicating that the existence of this contract and the employment by the State of Indiana of the interested party does not violate any statute or

code relating to ethical conduct of state employees. The Department may take action, including cancellation of this Contract consistent with an opinion of the Commission obtained under this section.

D. Contractor has an affirmative obligation under this Contract to disclose to the Department when an interested party is or becomes an employee of the State of Indiana. The obligation under this section extends only to those facts that Contractor knows or reasonably could know.

17. Penalties / Interest / Attorney's Fees: The State will in good faith perform its required obligations hereunder and does not agree to pay any penalties, liquidated damages, interest, or attorney's fees, except as required by Indiana law, in part, IC 5-17-5-1 et seq., IC 34-2-22-1 et seq. and IC 34-4-16-1.1 et seq.

18. Compliance with Laws: The Contractor agrees to comply with all applicable federal, state and local laws, rules, regulations or ordinances, and all provisions required thereby to be included herein are hereby incorporated by reference. The enactment of any state or federal statute or the promulgation of regulations thereunder after execution of this contract shall be reviewed by the State and the Contractor to determine whether the provisions of the contract require formal amendment.

19. Indemnification: Contractor agrees to indemnify, defend, and hold harmless the State of Indiana and its agents, officers, and employees from all claims and suits including court costs, attorney's fees, and other expenses caused by any act or omission of the Contractor and/or its subcontractors, if any. The State shall not provide such indemnification to the Contractor.

20. Disputes: Should any disputes arise with respect to this contract, Contractor and the State agree to act immediately to resolve any such disputes. Time is of the essence in the resolution of disputes. The Contractor agrees that, the existence of a dispute notwithstanding, it will continue without delay to carry out all its responsibilities under this contract that are not affected by the dispute. Should the Contractor fail to continue to perform its responsibilities as regards all non-disputed work without delay, any additional costs incurred by the State or the Contractor as a result of such failure to proceed shall be borne by the Contractor, and the Contractor shall make no claim against the State for such costs. If the State and the Contractor cannot resolve a dispute within ten

(10) calendar days following notification in writing by either party of the existence of said dispute then the following procedure shall apply:

The parties agree to resolve such matters through submission of their dispute to the Commissioner of the Indiana Department of Administration. The Commissioner shall reduce a decision to writing and mail or otherwise furnish a copy thereof to the Contractor and the State within ten (10) calendar days after presentation of such dispute for action. The Commissioner's decision shall be final and conclusive unless the Contractor mails or otherwise furnishes to the Commissioner, within ten (10) days after receipt of the Commissioner's decision, a written appeal. Within ten (10) days of receipt by the Commissioner of a written request for appeal, the decision may be reconsidered. If no reconsideration is provided within ten (10) days, the parties may mutually agree to submit the dispute to arbitration for a determination, or otherwise the dispute shall be submitted to an Indiana court of competent jurisdiction.

The State may withhold payments on disputed items pending resolution of the dispute. The unintentional nonpayment by the State to the Contractor of one or more invoices not in dispute in accordance with the terms of this contract will not be cause for Contractor to terminate this contract, and the Contractor may bring suit to collect without following the disputes procedure contained herein.

21. Drug-Free Workplace Certification:

The Grantee hereby covenants and agrees to make a good faith effort to provide and maintain a drug-free workplace. Grantee will give written notice to the State within ten (10) days after receiving actual notice that an employee has been convicted of a criminal drug violation occurring in sub-Grantee's workplace.

False certification or violation of the certification may result in sanctions including, but not limited to, suspension of Grant payments, termination of the Grant or agreement and/or debarment of grant opportunities with the Grantee for up to three (3) years.

In addition to the provisions of the above paragraphs, if the total Grant amount set forth in this Agreement is in excess of \$25,000.00, Grantee hereby further agrees that this Grant is expressly subject to the terms, conditions and representations of the following Certification:

This certification is required by Executive Order No. 90-5, April 12, 1990, issued by the Governor of Indiana. Pursuant to its delegated authority, the Indiana Department of Administration is requiring the inclusion of this certification in all Grants with and grants from the State of Indiana in excess of \$25,000.00. No award of a grant shall be made, and no grant, purchase order or agreement, the total amount of which exceeds \$25,000.00, shall be valid, unless and until this certification has been fully executed by the Grantee and made a part of the Grant or agreement as part of the Grant documents.

The Grantee certifies and agrees that it will provide a drug-free workplace by:

- A. Publishing and providing to all its employees a statement notifying their employees that that unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the Grantee's workplace and specifying the actions that will be taken against employees for violations of such prohibition; and
- B. Establishing a drug-free awareness program to inform their employees of (1) the dangers of drug abuse in the workplace; (2) the Grantee's policy of maintaining a drug-free workplace; (3) any available drug counseling, rehabilitation, and employee assistance programs; and (4) the penalties that may be imposed upon an employee for drug abuse violations occurring in the workplace.
- C. Notifying all employees in the statement required by subparagraph (a) above that as a condition of continued employment the employee will (1) abide by the terms of the statement; and (2) notify the Grantee of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction;
- D. Notifying in writing the State within ten (10) days after receiving notice from an employee under subdivision (c)(2) above, or otherwise receiving actual notice of such conviction;
- E. Within thirty (30) days after receiving notice under subdivision (c)(2) above of a conviction, imposing the following sanctions or remedial measures on any employee who is convicted of drug abuse violations occurring in the workplace: (1) take appropriate personnel action against the employee, up to and including termination; or (2) require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency; and
- F. Making a good faith effort to maintain a drug-free workplace through the implementation of subparagraphs (a) through (e) above.

22. Non-Collusion and Acceptance: The undersigned attests, subject to the penalties for perjury, that he/she is the contracting party, or that he/she is the representative, agent, member or officer of the contracting party, that he/she has not, nor has any other member, employee, representative, agent or officer of the firm, company, corporation or partnership represented by him/her, directly or indirectly, to the best of his/her knowledge, entered into or offered to enter into any combination, collusion or agreement to receive or pay, and that he/she has not received or paid, any sum of money or other consideration for the execution of this agreement other than that which appears upon the face of the agreement.

The rest of this page is left blank intentionally

In Witness Whereof, Grantee and the State of Indiana have, through duly authorized representatives, entered into this agreement. The parties having read and understand the foregoing terms of the contract do by their respective signatures dated below hereby agree to the terms thereof.

Signatures

North Madison Co Public Library System: (Where Applicable)

By: Mary J. Helping
Printed Name: Mary J. Helping
Title: Interim Director
Date: 3-22-00

Attested By: _____

Indiana State Library

By: _____
Printed Name: _____
Title: _____
Date: _____

Data Processing Oversight Commission
(If Applicable)

Department of Administration

By: _____
Printed Name: _____
Title: _____
Date: _____

Betty Cockrum, Commissioner
Date: _____

State Budget Agency

Office of the Attorney General

Peggy Boehm, Director
Date: _____

Jeffrey A. Modisett, Attorney General
Date: _____

CERTIFICATE OF RESOLUTION

I, David Hoffman, do hereby certify that I am the Secretary of
(Type Name)
North Madison County Public Lib., a municipal corporation duly organized and existing
under and by virtue of the Laws of the State of Indiana;

I further certify that a regular/special meeting of the members of the Board of said municipal corporation, duly called, held and convened in conformity with the Charter and By Laws of said municipal corporation, on the 22 day of March, 2000, a quorum being present and voting thereon, the following resolution was duly adopted, to-wit:

1. Approval of the contract by North Madison County Public Lib. Board of Trustees
2. Sharan Pace ^(Board) and Mary J. Helping are hereby authorized to execute the contract for and on behalf of No. Mad. Cty. Pub. Lib. Board of Trustees ^(Board).

I further certify that the foregoing resolution is a full, true, and complete copy as the same appears of record in the Minute Record Book of said municipal corporation of which I am the legal custodian; that the same has not been altered, amended or repealed and is now in full force and effect.

In Witness Whereof, I have hereunto set my hand for said municipal corporation this day of March 22, 2000.

David B. Hoffman
(Signature) Secretary

State of Indiana)
County of) SS:

Subscribed and Sworn to before me, a Notary Public this 22 day March, 2000.

James W. Wilson
(Signature) Notary Public
JAMES W. WILSON
Printed Name

My Commission Expires: 12-27-06
County of Residence: MADISON

EXHIBIT A

PROJECT BUDGET	LSTA FUNDS
1. Personal Services	
Salaries and Wages	
Employee Benefits	
1. Total	
2. Supplies	
Office Supplies	
Operating Supplies	
Other Supplies	
2. Total	
3. Other Services and Charges	
Professional Services	1,000.00
Comm. & Transportation	
Telephone	
Postage	
Traveling Expense	
Freight & Express	
Printing & Advertising	
Advertising	
Printing, other than Office Supplies	
Insurance	
Utility Service	
Repairs & Maintenance-Equip.	
Rentals-Equipment	
Other	
Dues	
3. Total	
4. Capital Outlays	
Furniture & Equipment	
Other Capital Outlays	
Books	
Periodicals & Newspapers	
Nonprinted Materials (AV)	
Other Capital Outlays	
4. Total	
Grand Total	1,000.00

BUSINESS CONTINUITY PLAN

REGARDING DISASTERS AFFECTING THE COMPUTER

- I. Declaring a Disaster
- II. Disaster Recovery Team and Contact List
- III. Recovery Responsibilities
- IV. Backup Processing
- V. Operation of the Office During the Interim Period
- VI. Training, Testing and Maintaining the Plan
- VII. Current Hardware /Software Support

I. DECLARING A DISASTER

Partial Disaster – A disastrous event has occurred which rendered the computer inoperable for up to a week, but access to the office is not affected.

Complete Disaster – A disastrous event has occurred which has affected the office to the extent that the office will be inaccessible for an extended period of time or the computer must be replaced.

A partial disaster may be declared by any member of management.

A complete disaster may be declared by any member of management.

If a complete disaster is declared, a replacement computer will be placed at the Elwood City Building. Information processing would occur there until the office is restored.

To obtain emergency funding for a replacement computer, contact the Administrative Assistant and the Treasurer who will contact Brent Enderle, Audio Visual Communications in Indianapolis. The computer can be replaced by Audio Visual Communications in approximately two weeks time.

II. DISASTER RECOVERY TEAM AND CONTACT LIST

Once a disaster has been declared, the following contacts must be made immediately:

Disaster Recovery Team:

Director
Administrative Assistant
Information Technology Manager

Vendor Contacts:

Audio Visual Communication

III. RECOVERY RESPONSIBILITIES

<u>Person</u>	<u>Responsibilities</u>
---------------	-------------------------

Director	Declare Disaster – Contact Board President
----------	--

Administrative Asst. Contact: Board Members

Retrieve latest back-up
Contact vendor for hardware and/or software
Restore from backups when new computer is installed. Work with software vendors to restore software.
Arrange for emergency funding for new computer.

IV. BACKUP PROCESSING

Each night the data is automatically backed up on one of two tapes. Each day the tape is exchanged for the other.

At the end of the month, the Administrative Assistant takes the tape home and another is used in its place. At year end, the administrative assistant takes the tape to the bank safety deposit box at Star Financial Bank.

V. OPERATION OF THE OFFICE DURING THE INTERIM PERIOD (for one critical application)

The Accounting System is the only critical application residing on the computer. There are no critical forms. Data entry of that system will be suspended until the computer is repaired or replaced. The input documents would be stored in the office during a partial disaster. In the case of a complete disaster, input documents would be stored at the administrative assistant's home or the bank safety deposit box. No special procedures are needed to receipt money since receipts would continue to be written by hand.

The other applications would be brought up at the same time the accounting is restored. Data entry to the other non-critical systems would be postponed until the Accounting System is up-to-date.

VI. OPERATION OF THE OFFICE DURING THE INTERIM PERIOD (for more than one critical application)

The following list are critical applications ranked in the order they are to be brought up on a replacement computer.

Accounting System, payroll, other applications on Admin.Asst.computer
Circulation System
Director's Computer
Indiana Room – Obituary File

In the event the applications cannot be restored in sufficient time to continue business operations, critical financial functions will continue as follows:

Front desk will continue to record by hand and give to the bookkeeper who will record transactions by hand or on temporary computer listing. Checks will be typewritten and entered into the accounting program when restored. Critical forms needed for business operations are Daily Records for fines and fees, checks, purchase orders and ledger forms. A supply of these forms can be purchased at A. E. Boyce and will be ordered by the Admin. Asst. In the event they are needed.

VII. TRAINING, TESTING, AND MAINTAINING THE PLAN

Each member of the disaster recovery team will have a copy of this document at their home. Also a copy will be stored in the safety deposit box. Training will consist of review of this business continuity plan followed by a meeting discussing the plan.

The plan is to be tested in stages beginning on _____ as follows:

- A. A restore will be done with the latest backup from the Admin.Asst. The latest data backup will be added to the restored information.

- B. The contacts and phone numbers in the plan will be reviewed for correctness.
- C. The Administrative Assistant will review the procedures to temporarily maintain the records on a manual basis.

Every six months, the director will review the plan and test again to determine if it is up-to-date. Any additions or corrections will cause a new plan to be distributed to each member of the team.

I. CURRENT HARDWARE CONFIGURATION AND LIST OF SOFTWARE

<u>Hardware and Operating System</u>	<u>Phone#</u>
Audio Visual Communications Accounting	800-466-3539 or 317-885-1622

extent of the law and assume complete financial obligation of their actions.

RULES & REGULATIONS OF USE

It is the goal of NMCPLS to provide patrons free access to the vast array of information technology as possible. However, because of the public nature of the Internet, certain guidelines have been adopted for your benefit. It is the intent of the NMCPLS to provide a positive environment for all and the rules and regulations set as followed will be continually assessed and updated as needed.

Activities that are improper or not allowed include, but are not limited to the following:

- violating federal, state, and local law,
- the use of library computers to illegally access or attempt to gain unauthorized information from other computer systems,
- violating software license agreements,
- accessing or attempting to access or the sending of pornographic, obscene, sexually explicit, abusive, or threatening material or language,
- vandalizing or damaging the computers and software of the library, or attempting to sabotage the operation of the library computer in any way,
- disrupting or impeding unauthorized electronic communications
- use of the libraries' computers or the Internet link for solicitation or advertisement of any kind,
- in the event a user inadvertently accesses offensive material he or she will be expected to or be asked to remove the material immediately.

The NMCPLS retains the right to set or amend these rules of use at anytime without further notice to our patrons. The NMCPLS trustees retain the right to set forth whatever methods needed to assure adherence to previously stated rules and regulations. Some of the possible implementations may include, but are not limited to:

- implementation of parental permission forms for children,
- establishing time limits or using appointments for Internet use,
- prioritizing patron use based on immediacy of patron need,
- revoking the use of the Internet to any patron, or patron's family member who have violated or attempted to violate the libraries' Internet use policy,
- in the event that a patron becomes abusive and/or threatening, and refuses to comply with reasonable requests by library personnel the library retains the right to call law enforcement for assistance.

The NMCPLS wishes to make your library a warm and friendly environment in which to obtain information. To this extent, library personnel will provide limited basic instruction for Internet use, however, due to the limited time the staff can provide one on one instruction the NMCPLS cannot be held responsible for instruction beyond the basics. Staff members, trustees, and their families are subject to the same use regulations as the general public. Staff may not use the Internet for personal use during work hours.

PERMISSION FORM

Parents/Guardians:

In order to assure compliance with your *specific* requests pertaining to the use of the Internet by your child or children, the NMCPLS requests that you sign the following permit in the presence of the library staff. This permit will be kept on file at the library and you retain the right to amend or change this permit as desired, however, you will be required to personally come in and address these changes.

In keeping with the mission of the NMCPLS, the Board of Trustees and Administration are pleased to offer patrons the opportunity to join millions of people worldwide in the sharing of information and resources far beyond what one library could begin to offer. It is the policy of NMCPLS to continually assess and update the potential benefits and inherent risks associated with this venture.

DISCLAIMER

By virtue of its nature, the Internet may contain material that is obscene, offensive, or controversial to some people. Further, patrons should be aware that the Internet is a communication system that links thousands of computers worldwide that conduct business and trade of every nature. The NMCPLS will not be responsible for any financial obligations incurred by any member of a patron's family due to authorized or unauthorized use of the Internet.

Users should also be aware that the Internet may contain materials that are illegal, defamatory, and dangerous to the welfare of children. The NMCPLS and staff will not be responsible for any harmful effects experienced by patrons or their children resulting from the unauthorized access of this material. NMCPLS does not endorse the viewpoints or attest to the accuracy of information obtained through the Internet.

Patrons will assume full responsibility for any violations due to copyright infringement.

Users who violate or conspire to violate federal, state, or local laws will be prosecuted to the fullest

PERMISSION GRANTED:
I hereby give my permission for

to use the Internet at any facility of the North Madison County Library System. I have read the Internet use policy and agree to abide by all rules set forth. Furthermore, I will not hold the library staff, or trustees responsible for harm incurred upon my child by what he or she may see or have access to. I fully understand that I am also responsible for my child's actions as outlined in the rules and regulations, and will abide by any decision to revoke my child's use of the Internet in the event my child has not complied with stated rules.

Parent/Guardian Signature:

Phone Number:

Relationship to juvenile:

Date:

Library Witness:

Date:

PERMISSION DENIED TO:

I am requesting that the NMCPLS deny my child/children access to the Internet.

Signed

Date:

Library Witness:

**North Madison County
Public Library System**

Elwood Public Library

1600 Main Street Elwood, IN 46036-2023
Phone: 765-552-5002 FAX: 765-552-0955
M-Th 9-8 • Friday 9-6 • Saturday 9-4

Frankton Community Library

111-113 Sigler Street Frankton, IN 46011
Phone: 765-754-7116 FAX: 765-754-3312
M-Th 9-7 • Friday 9-5 • Saturday 9-1

Ralph E. Hazelbaker Library

1013 W. Church Summitville, IN 46070
Phone: 765-536-2335 FAX: 765-536-9050
M-Th 9-7 • Friday 9-5 • Saturday 9-1

**North Madison County
Public Library System**

**PATRON INTERNET
ACCESS**



Adopted by NMCPLS Board of Trustees
May 13, 1998 • Revised August 26, 1998
Revised June 14, 1999

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees Regular Meeting
April 17, 2000

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
April 10, 2000
Executive Meeting
6:30pm

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

- A. Personnel
IC 5-14-1.5-6(b) (6)

*Continued until
after public meeting*

Regular Meeting
7:00PM

CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS

1. Inter-Net Policy
2. Lighting - Frankton
3. Part-time benefits

*Thru Barbara Mc by May 10
estimate by May*

NEW BUSINESS

1. Name Diana PERF authorized agent.
2. Summitville Computer Project

*May meeting - 24 mtg
after public.*

Director's Report

ADJOURN

Post-it [®] Fax Note	7671	Date	4/6/00	# of pages	▶
To	Sandy B.	From	Jan N.		
Co./Dept.		Co.			
Phone #		Phone #			
Fax #	PLEASE PUBLISH	Fax #			

Tomorrow or SAT. Thank You. JH

Post-it [®] Fax Note	7671	Date	4/6/00	# of pages	▶
To	Anderson Herald	From			
Co./Dept.		Co.			
Phone #		Phone #			
Fax #	Please Publish/Thank you notice	Fax #			

CALL TO ORDER

President Sharan Pace called a regular meeting of the North Madison County Public Library System Board of Trustees to order at 7:00pm April 17, 2000 in the Elwood Public Library Meeting Room.

CALL FOR QUORUM

Those present with President Pace were: Kevin Sipe, Pam Bohlander and David Hoffman. Also present were Beverly Austin, Jan Helping and Diana Shepard: staff

MINUTES WERE APPROVED with a motion from David Hoffman, seconded by Pam Bohlander and passed.

CLAIMS REGISTER was signed by board members. Checks were signed by Treasurer Pam Bohlander.

OLD BUSINESS

Public Access Computer Policy Interim Director Jan Helping read comments from the staff she had gathered telling the board how they feel about different parts of the policy. The board discussed many different solutions for monitoring the computer usage.

1. A separate card could be issued to computer users – ensuring they have read the rules.
2. They would like it to be as open as possible.
3. Check the history and if people are into pornography, they will be denied access for six months. It should be noted that users can innocently get into a site. The answer is that they do not stay there very long would prove it.
4. Have Jamie put a screen-saver on to be read when the person first gets on the computer that is a warning.
5. Board members think there should be a first warning – no access for one week. Then the next offense would be no access for six months, (no computer access).
6. The warnings could be the same for under 18 years old, except to notify parents.
7. Put the Policy on one page.
8. Suggestion was made to limit Chat-Rooms to one hour.....or when someone else wants to use the computer after their hour is up.
9. Could we have a policy that could be separate with each branch.
10. Could we initiate the policy now and look at it again in the fall.
11. Eliminate all the warnings – the users should know to do this with their directions.

David Hoffman made a motion to delay the final written policy until Bev and Jan can revise with suggestions and present to the board next month. Kevin Sipe seconded and it passed.

Lights at Frankton We have not heard from estimates, therefore, Jan is to co-ordinate with Barbara McAdams at Frankton to get the estimates in by the May meeting. Cooke Electric and Ed Smith were two more names suggested.

Part-Time Benefits A suggestion was presented the board to extend the vacation hours for part-time people after five years.

A motion was made by David Hoffman to add the vacation benefit of four hours added each year after five years, to the part-time package of benefits effective today. Motion was passed with a second from Kevin Sipe.

P.E.R.F. Authorized Agent Pam Bohlander made a motion to name Diana Shepard the authorized agent to accept pension liability on behalf of North Madison County Public Library System. David Hoffman seconded the motion and it passed.

Summitville Children's Computer Project Carolyn Lambertson reported to the board that Mr. Hazelbaker has offered three children's computers for her library and a table to hold them. A motion was made by Kevin Sipe to accept the donation from Mr. Hazelbaker, seconded by Pam Bohlander. Motion passed.

Director's report Our Youth Services Department was very busy with programs last week. Larry Harris represented the library at the Healthy Kids Day at the Y. Sharon Fouts presented a program at Oakland School with sixty-five children for Young Authors. Larry presented a program at the Over 50 Club Friday on Easter and Sharon was in charge Saturday of a program with Amber Blood as "Arthur" and then in the afternoon - Ronald McDonald was here with his crew. Sharon reported 107 children and 55 adults were present.

Jamie instructed three computer classes last week - two at Elwood and one at Summitville.

We were the information center for two weeks for the Census Bureau for the area. They have now picked up the material.

We were given a set of 1999 Thomas Register Books by State Plating worth \$150.00.

Two part-time people resigned this week. Mary Smith and Mary Stout will be leaving by the first week in May so we will be replacing them as soon as possible.

Meeting was adjourned.

David Hoffman, Secretary

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	APRIL 1999	APRIL 2000	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	3404	2888	-518	-15%	12228
JUVENILE	2061	2040	-21	-1%	9010
Y. A.	111	151	40	36%	613
PERIOD.	360	438	78	22%	2081
AUDIO	216	211	-5	-2%	877
VIDEO	2132	1874	-258	-12%	8245
TOTAL	8284	7600	-684	-8%	33634
FRANKTON					
ADULT	1019	883	-136	-13%	4289
JUVENILE	724	619	-105	-15%	2888
Y. A.	21	43	22	105%	139
PERIOD.	294	260	-34	-12%	1197
AUDIO	52	47	-5	-10%	147
VIDEO	929	793	-136	-15%	3316
TOTAL	3039	2625	-414	-14%	11974
HAZELBAKER					
ADULT	727	626	-101	-14%	2722
JUVENILE	552	462	-90	-16%	2137
Y. A.	35	18	-17	-49%	126
PERIOD.	149	183	34	23%	648
AUDIO	23	54	31	135%	186
VIDEO	424	462	38	9%	2104
TOTAL	1910	1805	-105	-5%	7923
SYSTEM					
ADULT	5149	4375	-774	-15%	19239
JUVENILE	3337	3121	-216	-6%	14033
Y. A.	167	212	45	27%	878
PERIOD.	803	881	78	10%	3906
AUDIO	291	312	21	7%	1210
VIDEO	3485	3129	-356	-10%	14265
TOTAL	13232	12030	-1202	-9%	53531
	ELWOOD	FRANKTON	HAZELBAK.		
TRAFFIC	8503	1641	931		
REF.	102	32	3		
ASSITS.	3933	136	57		
COMP A.	668	136	247		
J.	343	N/A	N/A		
PROG. A.	2 / 130	N/A	N/A		
J.	18 / 378	1/21	10/68		

Healthy Kids Day - Sat. April 8 Larry Harris repr. library
at & displaying books on health.

Larry will also repr. ~~the~~ Youth Serv. on Fri of this week
at the "Over 50" club.

R. McDonald at lib. on Sat.

Cosmop. classes going on here. Had at Seaman. a.m.
today & Sat.

We are the Info. center for the U.S. Census Dept. } 2
forms to hand out } to fill out if I help someone.

We were given a set of Thomas Register by State Platng.
Done were 1998. Worth \$250.

2 new pt. people -

NLW Apr. 9-15 - Childrens

Apr. 13 - Saw 65 Children at
Oakland

Apr. 14 Larry did program
for 50+ Club 60.

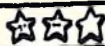
Apr. 15 Amber Blood

&
the real Ronald McDonald

107 Children + 55 Adults



COMING ATTRACTION



SEE THE

IT'S
FREE

Ronald McDonald Show

Magic
Show



Kick-off
National Library Week

STARRING
RONALD McDONALD
IN PERSON

Elwood Public Library
1600 Main St.
Sat. April 15, 2000
1:30 p.m.



Sponsored by
McDonald's of Elwood



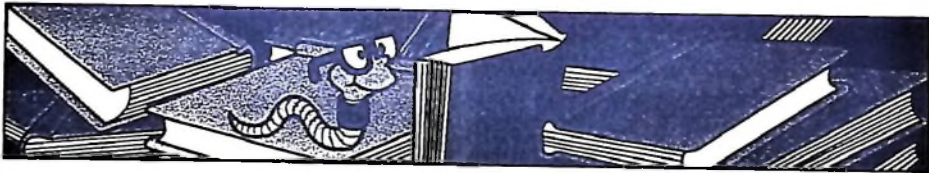


LAUREN FIHE



Youth Services volunteer for many years has been awarded the Charles & Hazel Dickmann scholarship for youth volunteerism.

***Congratulations and
"Thank you," Lauren***



Register Of Claims

North Madison County Public Library System

Report Date: From 3/16/00 To 4/10/00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	202	PAYROLL		Salary of Director	\$1,165.38	3/29/00	PAYROLL
				Salary of Assistants	\$11,681.88		
				Wages of Janitor	\$821.12		
				Total this claim	\$13,668.38		
0	263	INDYNET		Telephone & Telegraph	(\$140.00)	4/10/00	TO VOID CHECK # 18973 - VOUCHER
				Total this claim	(\$140.00)		
0	197	EFTPS		Emp.Share FICA&Medicare	\$1,045.64	3/29/00	P/R ENDING 3/25/00
			FICA	Payroll Deductions	\$847.45		
			Federal Taxes Withheld	Payroll Deductions	\$1,603.79		
			Medicare	Payroll Deductions	\$198.19		
				Total this claim	\$3,695.07		
18939	203	AMERICAN ELECTRIC POWER		Electricity	\$1,037.36	3/29/00	SERVICE PERIOD 2/15/00 - 3/15/00 --
				Electricity	\$0.02		
				Total this claim	\$1,037.38		
18940	204	BINGHAM, FARRER & WILSON		Legal Services	\$90.00	3/29/00	PREPARATION FOR CERTIFICATE O INSURANCE
				Total this claim	\$90.00		
18941	200	CITY OF ELWOOD NON-REVE		Emp Cont Group Ins	\$327.90	3/29/00	PAYROLL ENDING 3/25/00 DEDUCTIONS FOR MARCH, 2000
			Insurance	Emp Cont Group Ins	\$737.82		
				Total this claim	\$1,065.72		
18942	199	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	3/29/00	PAYROLL ENDING 3/25/00
				Total this claim	\$195.00		
18943	198	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,409.30	3/29/00	PAYROLL ENDING 3/25/00 DEDUCTIONS FOR MONTH OF MARC
			County Taxes Withheld	Payroll Deductions	\$365.06		
				Total this claim	\$1,774.36		
18944	205	INDIANA HISTORICAL SOCIET		Elwood Indiana Room	\$36.95	3/29/00	INVOICE # 06720
				Total this claim	\$36.95		
18945	201	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$750.79	3/29/00	P/R ENDING 3/25/00
				Total this claim	\$750.79		

<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>
18946	206	RALPH MALEY		Travelling Expense	\$33.52	3/29/00	MILEAGE 10/99 - FEB/00
				Total this claim	\$33.52		
18947	207	ROSEN PUBLISHING GROUP		Elwood Childrens	\$605.05	3/29/00	INVOICE # 171749 CREDIT # C14508
				Total this claim	\$605.05		
18948	208	TOWN OF FRANKTON		Electricity	\$63.58	3/29/00	
				Water	\$7.40		
				Waste Disposal Services	\$8.41		
				Total this claim	\$79.39		
18949	209	PUBLIC EMP. RETIREMENT F	PERF PERF	Emp Cont PERF	\$6,488.90	3/31/00	1ST QUARTER PAYMENT 2000
				Payroll Deductions	\$2,163.03		
				Payroll Deductions	(\$65.52)		
				Emp Cont PERF	(\$191.10)		
				Total this claim	\$8,395.31		
18950	210	ALEXANDRIA TIMES-TRIBUNE ✓		Summitville Period. & Newsp.	\$22.00	4/10/00	ONE YEAR SUBSCRIPTION FOR SUM UNTIL 5/5/00
				Total this claim	\$22.00		
18951	211	AMERICAN ELECTRIC POWER ✓		Electricity	\$375.52	4/10/00	SERVICE PERIOD 2/14/00-3/14/00 FO
				Total this claim	\$375.52		
18952	213	AMERICAN LIBRARY PUBLISH ✓		Frankton	\$348.23	4/10/00	INVOICE # 968433
				Total this claim	\$348.23		
18953	212	AMERITECH ✓		Telephone & Telegraph	\$174.57	4/10/00	SERVICE PERIOD 2/26/00-3/25/00
				Total this claim	\$174.57		
18954	215	ANDREW HARPER ✓		Professional Services	\$10.00	4/10/00	SNOW REMOVAL - FRANKTON
				Total this claim	\$10.00		
18955	214	AT&T ✓		Telephone & Telegraph	\$48.28	4/10/00	DUE DATE 4/24/00 FOR SUMMITVILL DUE DATE 4/22/00 FOR FRANKTON
				Telephone & Telegraph	\$24.88		
				Total this claim	\$73.16		
18956	216	AUDIO VISUAL COMMUNICATI ✓		Professional Services	\$119.00	4/10/00	SERVICE AGREEMENT FOR APRIL
				Total this claim	\$119.00		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18957	254	BAKER & TAYLOR ✓		Elwood Adult	\$1,825.93	4/10/00	VARIOUS INVOICES
				Elwood Childrens	\$1,081.94		
				Elwood YA	\$118.01		
				Frankton	\$680.00		
				Summitville	\$887.28		
			Gift	Summitville	\$16.78		
				Other	\$57.58		
				Total this claim	\$4,667.52		
18958	217	BARBARA MCADAMS ✓		Traveling Expense	\$34.44	4/10/00	MILEAGE 2/1/00 - 3/28/00
				Total this claim	\$34.44		
18959	218	BARBARA SNIPES ✓		Traveling Expense	\$63.28	4/10/00	MILEAGE 3/1/00 - 3/31/00
				Total this claim	\$63.28		
18960	219	BELL & HOWELL INFO AND LE ✓		Elwood Period. & News.	\$246.04	4/10/00	INVOICE # 90196666 NEWSPAPERS TO MICROFILM
				Total this claim	\$246.04		
18961	220	CINTAS CORPORATION ✓		Cleaning & Sanitation Supplies	\$58.40	4/10/00	INVOICE # 716379331
				Total this claim	\$58.40		
18962	221	CITY WATER & SEWAGE DEP ✓		Water	\$124.64	4/10/00	BILLING DATE 3/25/00
				Total this claim	\$124.64		
18963	222	COVEY INC. ✓		Office Supplies	\$79.35	4/10/00	INVOICE # 1494, 1656
				Total this claim	\$79.35		
18964	223	DEMCO ✓		Other Operating Supplies	\$33.76	4/10/00	INVOICE # 812425
				Total this claim	\$33.76		
18965	224	DK FAMILY LEARNING ✓		Elwood AV	\$7.18	4/10/00	FANTASTIC RAINY DAY
				Total this claim	\$7.18		
18966	253	EVERTON PUBLISHERS, INC. ✓		Elwood Indiana Room	\$237.85	4/10/00	ACCOUNT # 76004
				Total this claim	\$237.85		
18967	225	FILIP, INC. ✓		Cleaning & Sanitation Supplies	\$41.91	4/10/00	INVOICE # 89733
				Other Operating Supplies	\$82.00		
				Total this claim	\$124.71		
18968	228	GALE GROUP ✓		Elwood Adult	\$148.66	4/10/00	INVOICE # 9732238, 9749154
				Summitville	\$98.01		
				Total this claim	\$246.67		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18969	227	GAYLORD BROS. ✓		Other Operating Supplies	\$162.41	4/10/00	INVOICE # OG82658008 LIBRARY CARDS
				Other Operating Supplies	\$1,057.47		
				Total this claim	\$1,219.88		
18970	228	HORTON'S & SONS OF ELWO ✓		Repair Parts/Maintenance	\$16.22	4/10/00	INVOICE # 2268686
				Total this claim	\$16.22		
18971	229	INDIANA GAS COMPANY ✓		Gas	\$63.90	4/10/00	SERVICE PERIOD 2/17/00 - 3/17/00 FR SERVICE PERIOD 2/29/00 - 3/29/00 S
				Gas	\$75.22		
				Total this claim	\$139.12		
18972	230	INDIANA STATE LIBRARY	PLAC	Other	\$504.00	4/10/00	QUARTERLY PLAC PAYMENT 21 PLAC CARDS SOLD
				Total this claim	\$504.00		
18973	249	INDYNET		Telephone & Telegraph	\$140.00	4/10/00	STATEMENT DATE 4/1/00
				Total this claim	\$140.00		
18974	231	INSPIRATIONAL BOOK DISTRI ✓		Elwood Adult	\$10.29	4/10/00	INVOICE # 16355
				Total this claim	\$10.29		
18975	232	K MART ✓		Other Operating Supplies	\$167.56	4/10/00	VARIOUS INVOICES
				Summitville AV	\$167.78		
				Elwood AV	\$65.91		
				Total this claim	\$401.25		
18976	233	LANDMARK AUDIOBOOKS ✓		Elwood AV	\$1,347.50	4/10/00	ANNUAL AUDIOBOOK LEASE INVOICE # 43023 - ELWOOD
				Total this claim	\$1,347.50		
18977	234	LEXIS LAW PUBLISHING ✓		Elwood Adult	\$30.13	4/10/00	INVOICE # L94464
				Total this claim	\$30.13		
18978	248	LIBRARY STORE INC., THE ✓		Book Processing	\$87.80	4/10/00	INVOICE # 232569
				Total this claim	\$87.80		
18979	235	LINDA KEMPER ✓		Traveling Expense	\$7.84	4/10/00	MILEAGE 2/10/00 - 3/9/00
				Total this claim	\$7.84		
18980	236	LUCENT TECHNOLOGIES ✓		Professional Services	\$137.64	4/10/00	STATEMENT DATE 3/28/00
				Total this claim	\$137.64		
18981	237	MARSH SUPERMARKET ✓		Elwood Children's Programing	\$32.43	4/10/00	CHILDRENS SUPPLIES
				Total this claim	\$32.43		
18982	256	MARVIN SAUBERT ✓		Professional Services	\$480.00	4/10/00	LAWN CARE AND PAINTING
				Total this claim	\$480.00		

<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>
18983	238	McCORMACK PRINTING IMPR ✓		Office Supplies	\$4.00	4/10/00	INVOICE # 30252
				Total this claim	<u>\$4.00</u>		
18984	239	MICROMARKETING, LLC ✓		Frankton	\$112.99	4/10/00	INVOICE # 1548
				Total this claim	<u>\$112.99</u>		
18985	240	MIDWEST TAPE ✓		Frankton AV	\$399.82	4/10/00	
				Elwood AV	\$362.87		
				Total this claim	<u>\$762.69</u>		
18986	241	OFFICE MAX CREDIT PLAN ✓		Technology Software	\$49.99	4/10/00	FRANKTON PRINTERS
				Frankton	\$399.98		
				Total this claim	<u>\$449.97</u>		
18987	242	OXFORD UNIVERSITY PRESS ✓		Elwood Adult	\$63.25	4/10/00	INVOICE # 7758200
				Total this claim	<u>\$63.25</u>		
18988	243	PITNEY BOWES ✓		Equipment/Rental	\$151.00	4/10/00	RENTAL OF POSTAGE METER INVOICE # 3524676-MROO
				Total this claim	<u>\$151.00</u>		
18989	244	PITNEYWORKS ✓		Postage & UPS	\$20.00	4/10/00	
				Total this claim	<u>\$20.00</u>		
18990	245	QUILL CORPORATION ✓		Office Supplies	\$344.06	4/10/00	INVOICE # 7423637, 7415881, 731808
				Total this claim	<u>\$344.06</u>		
18991	246	RAINBOW BOOK COMPANY ✓		Frankton	\$13.45	4/10/00	PAYMENT FOR JAGUARS WHICH WA INVOICE # 5880
				Total this claim	<u>\$13.45</u>		
18992	255	RAMSAY BUSINESS PRODUC ✓		Professional Services	\$210.99	4/10/00	STATEMENT DATE 3/31/00
				Total this claim	<u>\$210.99</u>		
18993	247	RUFUS JESSIE ✓		Waste Disposal Services	\$66.00	4/10/00	1/00 - 6/00 TRASH PICK-UP
				Total this claim	<u>\$66.00</u>		
18994	250	STANLEY STEEMER CARPET ✓		Professional Services	\$170.00	4/10/00	CHAIR CLEANING
				Total this claim	<u>\$170.00</u>		
18995	251	STATE CHEMICAL MANUFACT ✓		Cleaning & Sanitation Supplies	\$195.77	4/10/00	INVOICE # 90661219
				Total this claim	<u>\$195.77</u>		
18996	252	WORLD BOOK EDUCATIONAL ✓		Summitville	\$799.00	4/10/00	INVOICE # 1042360
				Total this claim	<u>\$799.00</u>		

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

Total Amount of Claims \$46,250.51

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, April 17, 2000

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 17 day of April, 1900.

<u>Kevin M. Nio</u>	<u>Annika S. Ballard</u>	_____
<u>Sharon Pice</u>	_____	_____
<u>David K. Hoffman</u>	_____	_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

PROGRESSIVE VACATION BENEFITS GIVEN TO PART-TIME
EMPLOYEES HIRED AFTER 5/14/97 EFFECTIVE 4/17/00
AFTER ONE FULL YEAR OF EMPLOYMENT

YEARS OF SERVICE	ADD 4 HOURS EACH YEAR
1 THRU 5	20 hrs
5	20 hrs
6	24 hrs
7	28 hrs
8	32 hrs
9	36 hrs
10	40 hrs
11	44 hrs
12	48 hrs
13	52 hrs
14	56 hrs
15	60 hrs
16	64 hrs
17	68 hrs
18	72 hrs
19	76 hrs
20	80 hrs

SICK LEAVE: (1) HOUR LEAVE FOR EVERY (20) HOURS
WORKED IN THE PRECEDING MONTH, AFTER ONE FULL
CALENDAR MONTH OF EMPLOYMENT

PERSONAL BUSINESS LEAVE: 14 HOURS EACH YEAR
AFTER ONE FULL YEAR OF EMPLOYMENT

PROGRESSIVE VACATION BENEFITS TO PART-TIME EMPLOYEES TO DO
NOT CURRENTLY RECEIVE ANY

YEARS OF SERVICE 1 thru 5	ADD 2 HOURS EACH YEAR 20 hrs	ADD 4 HOURS EACH YEAR 20 hrs	VACATION TIME RECEIVED NOW 35 hrs
5	20 hrs	20 hrs	
6	22 hrs	24 hrs	
7	24 hrs	28 hrs	
8	26 hrs	32 hrs	
9	28 hrs	36 hrs	
10	30 hrs	40 hrs	52.5 hrs
11	32 hrs	44 hrs	
12	34 hrs	48 hrs	
13	36 hrs	52 hrs	
14	38 hrs	56 hrs	
15	40 hrs	60 hrs	
16	42 hrs	64 hrs	
17	44 hrs	68 hrs	
18	46 hrs	72 hrs	
19	48 hrs	76 hrs	
20	50 hrs	80 hrs	70

April 11, 2000

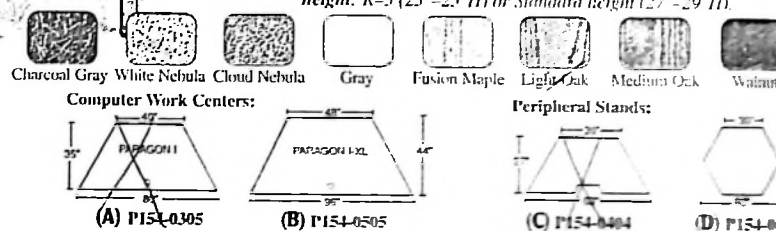
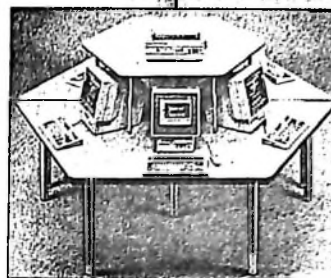
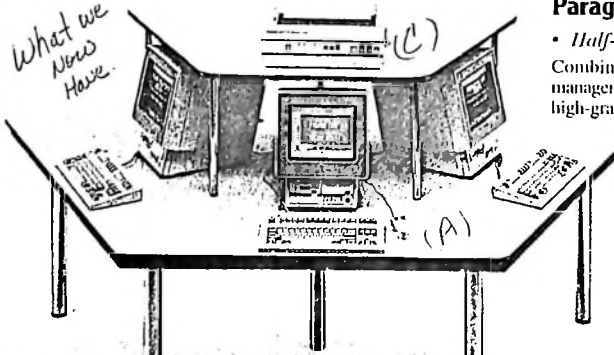
Beverly,

I hope this will be of some help to explain the table and computers needed to complete children's area of computers. I was asked to send pictures of table needed and cost. To my understanding Mr. Hazelbaker will be buying the table as well as computers to put on the table. The library system will not be responsible for any cost of new computers or table at the Hazelbaker Library. If there are any questions, please call me.

Sincerely,

Carolyn Lambertson
Carolyn Lambertson

Computer Workstations



Paragon 1000 Half-hexagon Computer Centers

Combine 2 units to create work space for 6 patrons. Units feature a cable management system and a 10-outlet surge protector. Top is constructed of 7/8" high-grade particleboard with high-pressure laminate work surface. Heavy-duty protective 3/4" bumper molding and 2" chrome tubular steel with leveling glides provide durability. Add the Peripheral Stand to accommodate supplies or a printer. Choose from two 20" H Stand for 1 center (C) or Stand for 2 centers (D) placed back back with cord management in the center. 2 table sizes: Stand 26" H x 40"-80" W x 35" D, or Extra-large 26" H x 48"-96" W x 44" D. Ships by truck from TX.

Key	Product No.	Description	Wt. Lbs.	1 Ea.	3 Ea.
(A)	P154-0305	Standard Center	102	\$49.95	\$149.85
(B)	P154-0505	Extra-large Center	136	\$29.95	\$89.85
(C)	P154-0404	Stand for 1 Center 40"	204.95	194.95	589.85
(D)	P154-0605	Stand for 2 Centers 82"	234.95	224.95	679.85

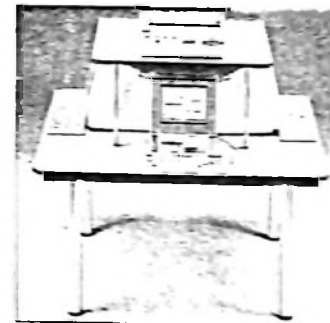
Specify finishes: Charcoal Gray, White Nebula, Cloud Nebula, Gray, Fusion Maple, Light Oak, Medium Oak or Walnut. Specify height: K-3 (23"-25"H) or Standard height (27"-29"H).

Paragon 3000 Computer Work Centers

Enhance your students' learning experience with this work center. Provides ample room for 4 students to work without distraction. Compact unit requires minimum floor space. Self-contained cable-management system has 10-outlet surge protector. Optional overhead Peripheral Stands provide space for supplies and printer. Braced with a full 1 1/2" steel frame for strength and heavy-duty 3/4"-thick bumper molding on edges for additional protection. 2 1/2"-thick chrome-finished tubular steel legs adjust to uneven floors. Tables adjust to 2 heights. Ships by truck from TX.

Product No.	Description	WxD	Wt. Lbs.	Price
P154-0705	Paragon 3000 Work Center	54"x54"	121	\$454.95
P154-0805	Peripheral Stand for 54"W Table	34"x34"	37	214.95
P154-0905	Paragon 3000XL Work Center	74"x54"	164	\$569.95
P154-1005	Peripheral Stand for 74"W Table	48"x40"	56	214.95

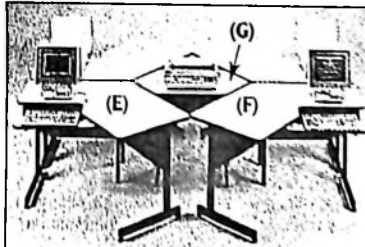
Specify finish: see above.
Specify height: K-3 (23"-25"H) or Grades 3 and up (27"-29"H).



Paragon PARADESK™ Computer Workstation

Generous angled work surface is large enough to hold computers, leave room for writing and hold textbooks.

Desktop is large enough to hold textbooks and notebooks and still leaves room for writing. Mouse and disk drive area holds most computer systems. Keyboard surface is located 4" below computer disk for easy keying. Wires are stored inside the desk behind the keyboard for safety. 1/2" thick top frame high-pressure laminate with 3/4" thick bumper molding. Chrome-finished 2" thick tubular steel legs have adjustable floor glides. 20-gauge steel modesty panels are braced with a full 1 1/2" steel frame. Desktop is available with writing surface on the right or left side. Measures 29" H x 50" W x 40" D overall. Writing surface: 31" W x 24" D. Monitor surface: 31" W x 17" D. Keyboard surface: 20" W x 7" D. Ships by truck from TX.



Key	Product No.	Description	HxWxD	Wt. Lbs.	1 Ea.	3 Ea.
(E)	P154-1010	Right-side Writing Surface	29"x50"x40"	85	\$289.95	\$869.85
	P149-1333	Right-side Writing Surface	31"x50"x40"	85	289.95	869.85
(F)	P154-1020	Left-side Writing Surface	29"x50"x40"	85	289.95	869.85
	P149-1332	Left-side Writing Surface	31"x50"x40"	85	289.95	869.85
	P149-1328	Square Printer Stand	29"x24"x24"	24	109.95	329.85
	P149-1329	Square Printer Stand	31"x24"x24"	25	114.95	344.85
(G)	P149-1331	Hexagon Printer Stand	29"x41"x20 1/2"	30	120.95	360.85
	P149-1330	Hexagon Printer Stand	31"x41 1/2"x20 1/2"	31	132.95	398.85

Specify finish: see above.
724 DEMCO, Inc., P.O. Box 7488, Madison, WI 53707-7488
1-800-356-1200
www.demco.com

A. 449.1
C. 204.95
b54.90
Eq. 30 Ship
7052



Elwood Public Library

1600 Main Street, Elwood, Indiana 46036-2023

Phone: 765/552-5001

FAX: 765/552-0955

Attention: Craig Younger

Dear Craig,

I would like to ask that you consider the following suggestions before more computers are purchased for the Ralph E. Hazelbaker Library.

1. The computer workstation these computers will be resting on has space confinements. I do believe that it was designed for 14" – 15" monitors.
2. The computers will be used mostly for games.
3. They will not be Internet accessible at least for a couple of years.

When you are ordering these computers please keep in mind the following specifications:

Hardware:

- View Sonic M50 Multimedia Monitor 15" (SKU1018585) or any monitor that would be good for 3-D graphics, games and small enough for the desk.
- Desktop not mini-tower chassis – There is only 20 inches of height space for the monitor and CPU
- Video card & graphics adapters for games
- Zip drive
- Read - Write CD-ROM drive
- No modem
- Ear phones along with small speakers
- 932C Hewlett Packard DeskJet

Pre-installed Software:

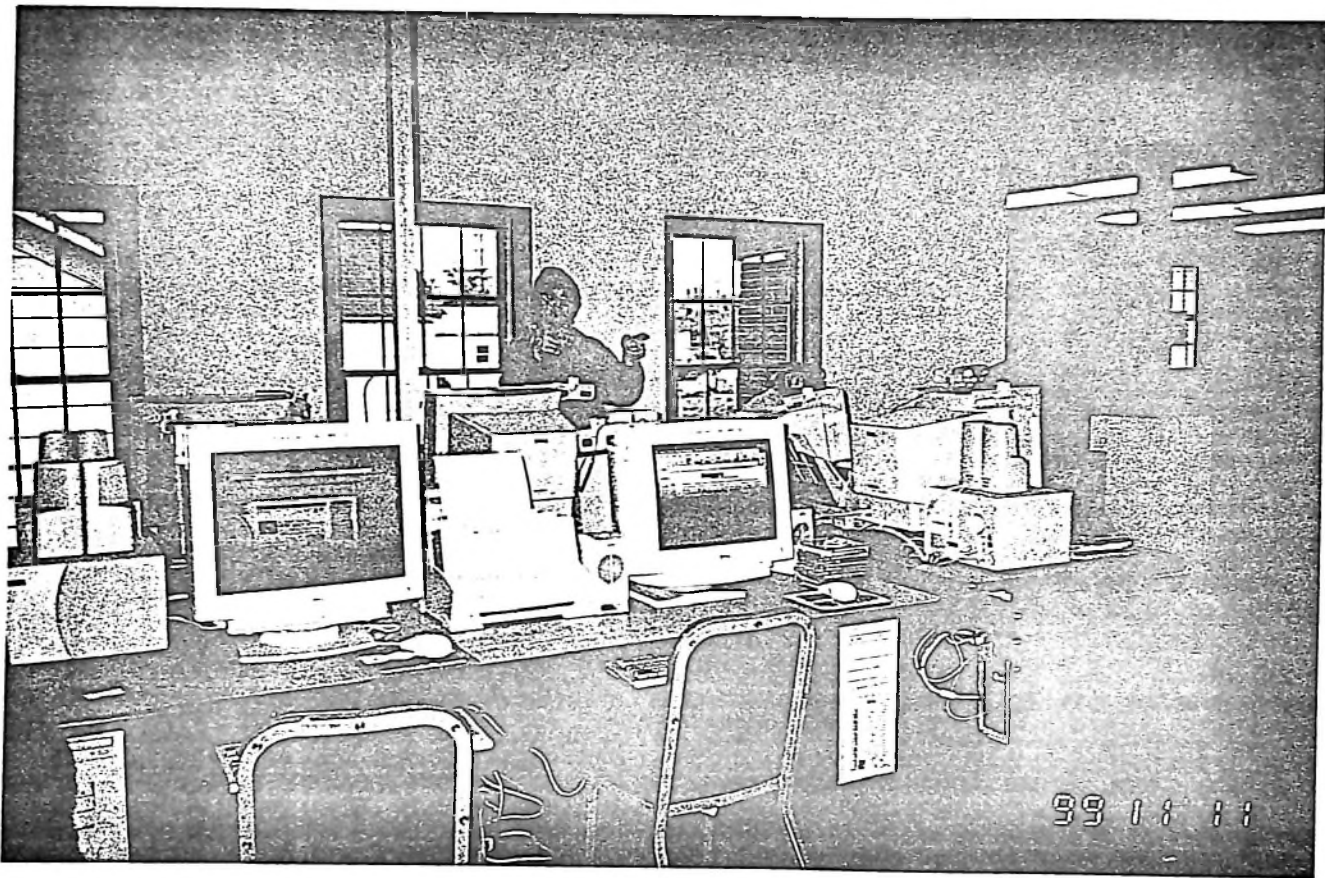
- Microsoft Office 2000
- Encarta Encyclopedia
- Educational Games for ages K - 12
- Corel Draw
- McAfee Virus

I am not that familiar with what is exactly needed for games as far as hardware. So please add whatever you think is necessary. My main concern with these computers is to make sure that they will fit on the computer workstation once the other side is purchased. If you have any questions please call me at (765-552-5001) or e-mail me at itmgr@indy.net.

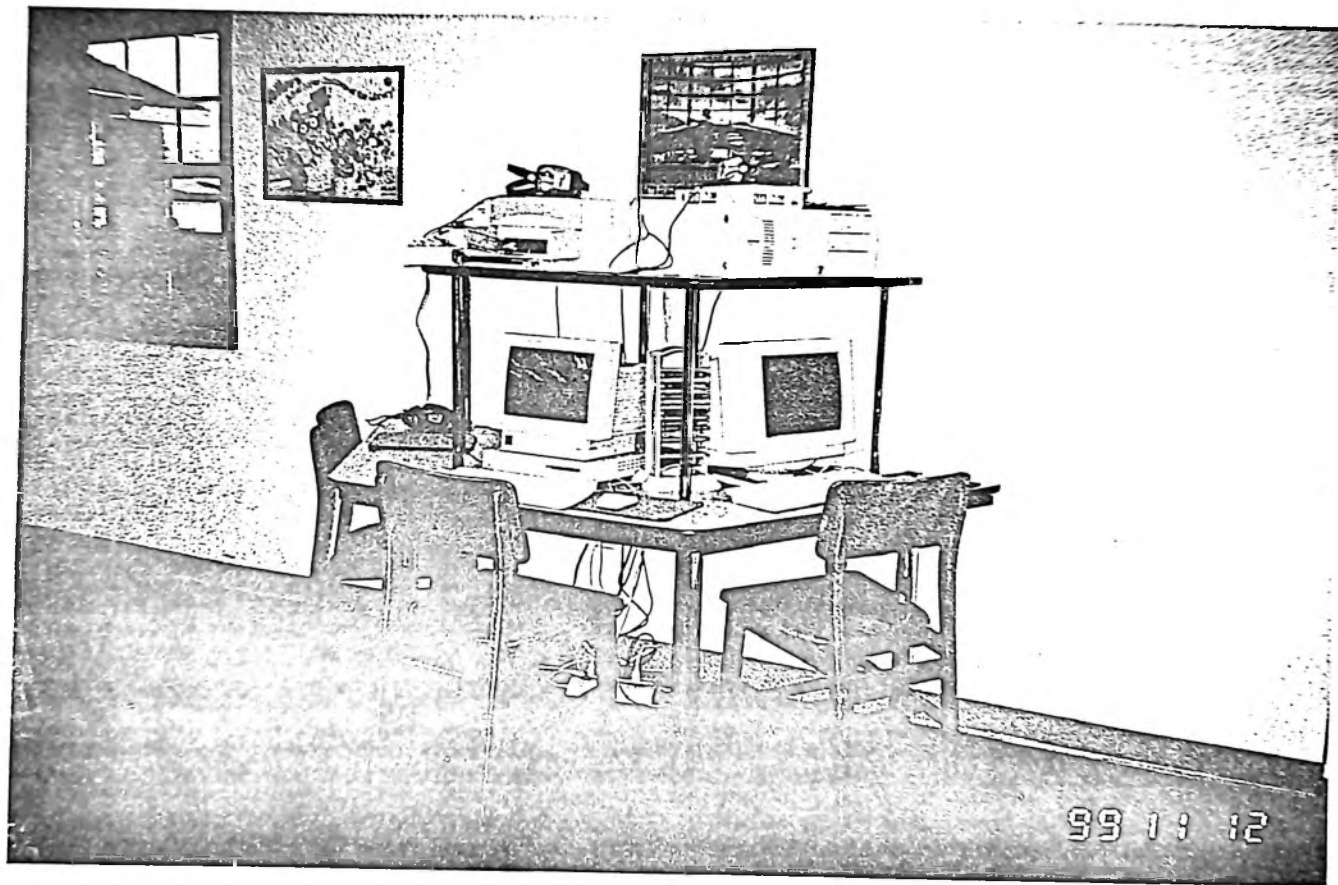
Thank you.

Jamie Scott
Information Technology Manager





99 08 11



99 11 12

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
FRANKTON COMMUNITY LIBRARY
May 8, 2000
Regular Meeting
7:00PM

CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS
1. Inter-Net Policy
2. Lighting - Frankton

NEW BUSINESS
1. Director's Contract
2. Budget

Director's Report

ADJOURN

Executive Meeting
After Reg.Mtg.

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

- A.. Personnel
IC5-14-1.5-6-(b) (6)
1. Budget - % Cost of Living Increase

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees Regular Meeting
FRANKTON COMMUNITY LIBRARY
May 8, 2000
7:00PM

CALL TO ORDER
President Sharan Pace called a meeting of the North Madison County Public Library System Board of Trustees to order at 7:00pm at the Frankton Community Library.

CALL FOR QUORUM
Present with President Pace were: Kevin Sipe, Pam Bohlander, Cindy Powell, David Hoffman and Jerry Kaiser. Linda Sizelove was absent. Also present were staff members Beverly Austin, Jan Helpling, Diana Shepard, Barbara McAdams and Elwood Call-Leader reporter Mike Retherford.

MINUTES were approved with a motion from Dave Hoffman, seconded by Kevin Sipe and passed.

CLAIMS REGISTER AND CHECKS
Claims register was signed and checks were signed by Treasurer Pam Bohlander.

OLD BUSINESS
Inter-Net Policy - Interim Director Jan Helpling presented the amended Inter-Net Policy to the board as directed at the April meeting. After a brief discussion David Hoffman made a motion to accept the policy, Pam Bohlander seconded and it passed.

Lighting Frankton - Kevin Sipe presented two quotes for lighting changes for the Frankton library. One quote was from Cook Electric for \$2800.00 and B.L. Lighting for \$1550.82. Kevin made a motion to accept the quote from B.L. Lighting for \$1550.82, Pam seconded and it passed unanimously. Kevin will contact them to begin the changes.

NEW BUSINESS
Director's Contract - A corrected copy of the contract for Beverly Austin to be Director of the system was presented to the Board. Jerry Kaiser made a motion to accept the contract for Beverly Austin to be effective June 12, 2000. Motion was seconded by Cindy Powell and passed unanimously.

Summer Reading Club - Beverly presented the program plans for the Adult Reading Club and samples of the book bags, buttons to be used. Nancy Neal is planning the programs using the theme "Books Get Our Vote" It will last for nine weeks and she is presently working on the evening programs to be offered in conjunction with the summer program.

Budget - Director Austin reported to the board what has been done on the budget so far on Form 1 which designates what will be spent in each category. Discussion was held:

Post-it® Fax Note	7671	Date	# of pages ▶
To	Sandy	From	Shank
Co.	Elwood Call-Leader	Co.	
Phone #		Phone #	
Fax #		Fax #	
PLEASE PUBLISH			

Frankton carpet needs replaced, Summitville would like new shelving and help on their Genealogy area, firesafe file for Summitville, office supplies and Frankton books and periodicals, more in non-print for DVDs, more in technology equipment to replace computers. These will be considered as Bev and Diana continue working on the budget.

Sharan Pace mentioned she has taken classes headed by Jamie Scott. She found them to be clear enough to help the beginner and felt Jamie was doing a very good job with the classes. Jan reported Jamie has now been able to contact NICCL to become a member since we have received the \$1000 grant for technology.

Director's Report was given by Jan Helpling . (Details attached.) She also added - Carolyn Lambertson would like permission to hire Keith Baldwin to build two glass-front corner cabinets in the lounge area of the REH library. The cabinets will be used to house collectibles of interest to Summitville patrons. She will pay for the cabinets out of the Summitville Gift Fund. A motion was made by Kevin Sipe to give Carolyn permission to build the cabinets. Motion was seconded by Jerry Kaiser and passed. Since this is her last board meeting as Interim Director, Jan Helpling thanked the board for giving her the opportunity to work with them.

Beverly reported the Book Discussion Group is doing well. She has seven to ten people each time. She invited board members.

The next board meeting will be held on June 12, 2000 at 6:30pm with regular meeting at 7:00pm.

Kevin Sipe made a motion to adjourn at 8:05pm, Jerry Kaiser seconded and it passed.

David Hoffman
David Hoffman, Secretary

Annita Ballard
Kevin Sipe
Sharan Pace

Jerry Kaiser
Cindy Powell

**MANAGEMENT AGREEMENT BETWEEN THE
NORTH MADISON COUNTY PUBLIC LIBRARY
SYSTEM AND BEVERLY J. AUSTIN, AS AN
INDEPENDENT CONTRACTOR**

This Agreement is made and entered into this 8th day of May, 2000, by and between NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM, hereinafter referred to as NMCPLS, and BEVERLY J. AUSTIN, hereinafter referred to as Director.

WHEREAS, BEVERLY J. AUSTIN desires to manage the NMCPLS as an Independent Contractor; and

WHEREAS, NMCPLS desires to contract the services of BEVERLY J. AUSTIN, to manage its Library operations.

FOR AND IN CONSIDERATION of the mutual covenants and agreements contained herein, the parties agree as follows:

1. The Director is bound by I.C. 20-14-2-7 and the Director warrants that she holds a certificate as required by I.C. 20-14-2-7.
2. The Director, as Administrative head of the Library, shall be responsible to the Board for the operation and management of the Library.
3. The Director agrees to perform the statutory duties as setforth above and furthermore agrees to perform the duties as described and outlined in the Library job description for the Director of the NMCPLS Personnel Policy.
4. The Director's services under this Agreement shall commence June 12, 2000, and shall expire June 1, 2002, unless otherwise terminated by NMCPLS for cause.
5. The NMCPLS Board may renew this Agreement on an annual basis after the above term expires, upon acceptable and proper evaluation of the Director and her performance under this Agreement.
6. The Director shall receive compensation under this Contractual Agreement in the sum of Thirty-Five Thousand Dollars (\$ 35,000.00) for the first year of the Contract Period, which said sum shall be payable in twenty-six (26) equal bi-weekly payments of One Thousand Three Hundred Forty-Six Dollars and Fifteen Cents (\$ 1,346.15). During

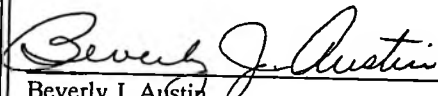
the first year of the Contractual Agreement, the Director shall also receive fifteen (15) vacation days and four (4) personal days.

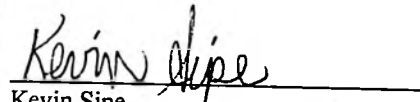
7. The Director shall receive sick leave and compassionate leave as outlined in the NMCPLS Personnel Policy. In addition, the Director will be allowed expenses incurred for conferences and/or travel as stated in the NMCPLS Personnel Policy and will submit vouchers for payment per said policy.

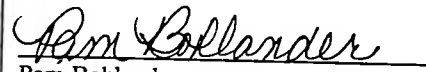
8. The Director shall perform her duties as outlined in this Agreement and shall devote a minimum of forty (40) hours per week in the performance of her duties under this Contract.


9. The Director specifically states and acknowledges that she has been fully informed of her status as an Independent Contractor under this Agreement and specifically that there will not be taxes withheld from her salary and that she will receive a 1099 at the end of the taxable year instead of a W-2. In addition, the Director herein acknowledges that as an Independent Contractor she will not be eligible for Worker's or Unemployment Compensation from NMCPLS.

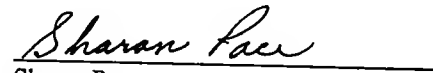
IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and date above setforth.

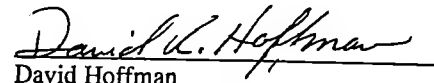

Beverly J. Austin
Independent Contractor

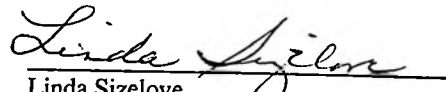

Kevin Sipe
Vice-President, NMCPLS Board

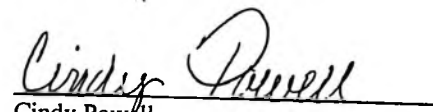

Pam Bohlander
Treasurer, NMCPLS Board


Jerry Kaiser
Member, NMCPLS Board


Sharan Pace
President, NMCPLS Board


David Hoffman
Secretary, NMCPLS Board


Linda Sizelove
Member, NMCPLS Board


Cindy Powell
Member, NMCPLS Board

DIRECTOR'S REPORT

Jamie continues to hold computer classes. She will have four classes in Frankton this month. In June she plans three classes each at each branch. The idea is to see if this will work for more people and if she even will have time to organize them.

Emily is back half-time from her sick leave. She will be full-time in one month.

Joel Blum is working on getting the attention of the Quality Control Department at Melton Classics. He feels the deterioration of the column on our building should not be happening either. He does not believe M.D. Rowe is at fault for the ventilation of the columns - from the pictures I sent him he thinks the installation was right.

The key situation is finally under control - after several months of frustration. Everyone who needs a key has one now and they open what they are supposed to.

We have electricians coming to replace two more ballasts gone bad. They will also fix the exit lights..

We have hired Brenda Williams to replace Mary Smith in the part-time position in Adult Services. We think she is very qualified to work with the public, having worked in the office of Attorney Ed Alley for twelve years.

I want to wish the board much luck and success and thank you for the opportunity to work with you. I think the present board is a fine group of dedicated people working well together - and with Sharan at your helm and Bev as Director, Diana as assistant, the future looks good. I may even come to a board meeting now and then.

THANKS FOR EVERYTHING.

Jan Helping

Cook Electric Inc.

3875 South 600 West
Anderson, Indiana 46011
(765)534-3750

Estimate

May 8, 2000

To The Board of Trustees

Plans are getting finalized for the Second Annual Adult Summer Reading Program. This year's theme will be "Books Get Our Vote!". The program will run for 9 weeks beginning June 12 and ending Aug. 12. The adult reading program will be run the same as last years (why change something that worked so well!). For each book the patron reads, an entry is filled out for weekly drawings and also the grand prize drawing at the end of the program. Today, I sent out 56 letters to the local merchants regarding donations to the program.

T- shirts and book bags are being ordered locally from Just Wright Shirts and Sports. Our cost will be \$9.00 for shirts and \$4.95 for the book bags. They will have a flag logo with the words "Books Get Our Vote" on the side and bottom of the flag. Elwood Public Library 2000 will be printed under the logo. Sizes for the shirts will range from Adult Medium to Adult XXL. I have ordered 50 t-shirts and 25 book bags that the public may purchase. I would like to suggest a summer "t-shirt Friday" for the staff to promote the program. A decision for a mug this year has not been made, other than the theme's logo cannot be used. The company where I have ordered other theme promotional items does not have a mug available.

The additional programming for adults that have been scheduled to date are: Genealogy - Public Record Search by Linda Ead, Water Gardening - Aquatic Plants by Master Gardner Milt Otto, Tree and Shrub Care by John Orick from Purdue University/Madison County Extension and local personality Raeanna Merritt from the St. Vincent / Mercy Foundation. I am also waiting on replies from Channel 13, Indiana Dept. of Tourism, Indiana Historical Bureau and state registered county historian Dr. Jack Nicholson. This year, I am trying to schedule the programs on a Monday or Tuesday evening.

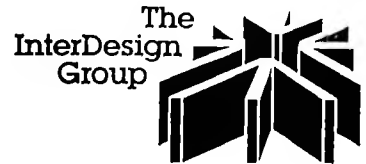
That's the news so far...

Sincerely,
Nancy Neal

NAME / ADDRESS
Franklin Community Library Attn: Barbara 111 E. Sigler St. Franklin IN 46044

DATE
5/8/00

QTY	DESCRIPTION	RATE	TOTAL
	We propose to: —Take down both rows of strip fluorescent fixtures at rear of library and replace back row with 4 of the 2-lamp wraparounds that are currently in row 3. —Add a new row of (5) 4-lamp wraparounds in row 3 to match existing fixtures in rows 1 and 2. —Add (2) new 4-lamp wraparounds at both the far west aisle and far east aisle. —All fixtures both new and existing would be relamped with F40T10/EX50 lamps. —Replace 2 existing lenses, that are broken, with new ones. Total Materials & Labor	2,796.32	2,796.32
Thank you!		TOTAL	\$2,796.32



May 18, 2000

Total Architectural Development

Mr. J. Mel Fuller
President
Milton Classics Incorporated
P. O. Box 465020
Lawrenceville, Georgia 30042-5020

Dear Mr. Fuller:

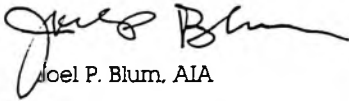
We have received a copy of your letter of April 4, 2000 to Ms. Mary Jan Helpling of the Elwood Public Library. The InterDesign Group, Inc. was design architect and M. D. Rowe Construction was the general contractor.

Your response to Ms. Helpling was greatly appreciated. However, I don't feel it responded to the issue of only one of the six columns installed having the grain raise, popping paint, etc. Investigation of the detail drawings and field installation from the contractor indicates proper procedure was followed. Additionally, the drawing detail and photographs indicate two inch soffit vents continuous and a vent in the column cap is indicated as item 5 on the enclosed detail.

I trust as requested by Ms. Helpling a representative can examine the column and resolve the concern. Again, there are a total of six columns of which one is having difficulty. I believe the 10-year warranty deserves further consideration.

Thank you for your consideration and attention to this product concern.

Sincerely,
The InterDesign Group, Inc.



Joel P. Blum, AIA

/mp
Enclosure: Photographs, Detail Sheets

The InterDesign Group, Inc.
141 East Ohio Street
Indianapolis, Indiana 46204
317-263-9655
Fax 317-263-9644

Register Of Claims
North Madison County Public Library System
Report Date: From 4/11/00 To 5/8/00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	258	EFTPS		Empl.Share FICA&Medicare	\$1,075.79	4/12/00	P/R ENDING 4/8/00
			FICA	Payroll Deductions	\$871.88		
			Federal Taxes Withheld	Payroll Deductions	\$1,623.52		
			Medicare	Payroll Deductions	\$203.91		
				Total this claim	\$3,775.10		
0	257	PAYROLL		Salary of Director	\$1,165.38	4/12/00	PAYROLL
				Salary of Assistants	\$12,199.10		
				Wages of Janitor	\$698.25		
				Total this claim	\$14,062.73		
0	279	UNION BANK AND TRUST	Operating Fund Investm	Interfund Transfers	125,000.00	4/26/00	TRANSFER FROM OPERATING INVE
				Total this claim	\$125,000.00		
0	274	EFTPS		Empl.Share FICA&Medicare	\$1,053.67	4/26/00	P/R ENDING 4/22/00
			FICA	Payroll Deductions	\$853.94		
			Federal Taxes Withheld	Payroll Deductions	\$1,569.82		
			Medicare	Payroll Deductions	\$199.73		
				Total this claim	\$3,677.16		
0	271	PAYROLL		Salary of Director	\$1,165.38	4/26/00	PAYROLL
				Salary of Assistants	\$11,922.28		
				Wages of Janitor	\$685.86		
				Total this claim	\$13,773.52		
19003	259	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	4/12/00	P/R ENDING 4/8/00
				Total this claim	\$195.00		
19004	260	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$744.21	4/12/00	P/R ENDING 4/8/00
				Total this claim	\$744.21		
19005	261	SHARON FOUTS		Professional Meetings	\$13.18	4/12/00	PETTY CASH REIMBURSEMENT
				Repair Parts/Maintenance	\$8.29		
				Postage & UPS	\$20.02		
				Other Operating Supplies	\$2.97		
				Total this claim	\$44.46		

<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>
19006	262	THOMSON INDIANA		Summitville Period. & Newsp.	\$79.30	4/12/00	26 WEEK SUBSCRIPTION - REH LIBR
				Total this claim	<u>\$79.30</u>		
19007	264	AMERICAN ELECTRIC POWER		Electricity	\$1,032.30	4/24/00	BILLS DUE 5/1/00
				Electricity	\$12.54		
				Electricity	\$730.02		
				Total this claim	<u>\$1,774.86</u>		
19008	265	AMERITECH		Telephone & Telegraph	\$321.87	4/24/00	
				Total this claim	<u>\$321.87</u>		
19009	266	AT&T		Telephone & Telegraph	\$62.57	4/24/00	
				Total this claim	<u>\$62.57</u>		
19010	277	CITY OF ELWOOD NON-REVE	Insurance	Emp Cont Group Ins	\$573.84	4/26/00	INSURANCE PAYMENT
				Emp Cont Group Ins	\$491.88		
				Total this claim	<u>\$1,065.72</u>		
19011	267	DK FAMILY LEARNING		Frankton	\$14.40	4/24/00	AQUARIUM OWNERS GUIDE
				Total this claim	<u>\$14.40</u>		
19012	276	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	4/26/00	P/R ENDING 4/22/00
				Total this claim	<u>\$195.00</u>		
19013	275	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions	\$927.03	4/26/00	STATE AND COUNTY WITHHOLDING APRIL
				Payroll Deductions	\$240.08		
				Total this claim	<u>\$1,167.11</u>		
19014	269	INDIANA GAS COMPANY		Gas	\$308.31	4/24/00	SERVICE PERIOD 3/9/00-4/7/00
				Total this claim	<u>\$308.31</u>		
19015	268	INDIANA-AMERICAN WATER C		Water	\$40.09	4/24/00	BILLING PERIOD 3/7/00 - 4/5/00
				Total this claim	<u>\$40.09</u>		
19016	278	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$749.32	4/26/00	P/R ENDING 4/22/00
				Total this claim	<u>\$749.32</u>		
19017	272	MADISON COUNTY TREASUR		Taxes	\$100.00	4/26/00	SPRING INSTALLMENT REAL ESTAT ASSESSMENTS
				Total this claim	<u>\$100.00</u>		
19018	270	SHARON FOUTS		Postage & UPS	\$9.70	4/24/00	PETTY CASH REIMBURSEMENT
				Traveling Expense	\$4.00		
				Professional Meetings	\$33.64		
				Total this claim	<u>\$47.34</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>
19019	273	TOWN OF FRANKTON		Electricity	\$70.84	4/26/00	
				Water	\$10.49		
				Waste Disposal Services	\$25.18		
				Total this claim	\$106.51		
✓ 19020	280	AMERICAN LIBRARY PUBLISH		Frankton	\$31.24	5/8/00	PURCHASE ORDER # 1549
				Total this claim	\$31.24		
✓ 19021	281	ARAB TERMITE & PEST CONT		Professional Services	\$46.00	5/8/00	MONTHLY SERVICE AT ELWOOD
				Professional Services	\$195.00		SPRAY FOR ANTS AT S'VILLE
				Total this claim	\$241.00		
✓ 19022	321	AUDIO VISUAL COMMUNICATI		Professional Services	\$119.00	5/8/00	MAY SERVICE AGREEMENT
				Total this claim	\$119.00		
✓ 19023	325	BAKER & TAYLOR		Elwood Adult	\$1,821.68	5/8/00	
				Elwood Childrens	\$1,222.59		
				Elwood YA	\$17.87		
				Frankton	\$1,336.46		
				Summitville	\$220.36		
			Gift	Summitville	\$9.99		
				Other	\$58.65		
				Total this claim	\$4,687.60		
✓ 19024	282	BARBARA SNIPES		Traveling Expense	\$50.62	5/8/00	MILEAGE FOR APRIL
				Total this claim	\$50.62		
✓ 19025	283	BAUERS		Frankton Programing	\$6.43	5/8/00	STORY TIME SUPPLIES
				Total this claim	\$6.43		
✓ 19026	284	BEVERLY AUSTIN		Traveling Expense	\$24.36	5/8/00	MILEAGE BUDGET WORKSHOP
				Total this claim	\$24.36		
✓ 19027	291	CALL-LEADER		Advertising & Public Notices	\$11.50	5/8/00	CLASSIFIED AD
				Total this claim	\$11.50		
✓ 19028	285	CINTAS CORPORATION		Cleaning & Sanitation Supplies	\$29.70	5/8/00	INVOICE # 716391446, 716389364
				Cleaning & Sanitation Supplies	\$33.30		
				Total this claim	\$63.00		
✓ 19029	286	CITY WATER & SEWAGE DEP		Water	\$126.34	5/8/00	
				Total this claim	\$126.34		
✓ 19030	287	COVEY INC.		Office Supplies	\$18.95	5/8/00	COPIER CARTRIDGE
				Total this claim	\$18.95		

<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>
✓19031	288	CVS PHARMACY INC.		Other Operating Supplies	\$50.47	5/8/00	
				Total this claim	\$50.47		
✓19032	289	DEMCO		Elwood Adult Programing	\$73.61	5/8/00	ELWOOD ADULT SUMMER READING
				Total this claim	\$73.61		
✓19033	290	DIANA L. SHEPARD		Traveling Expense	\$29.12	5/8/00	MILEAGE LSTA WORKSHOP
				Total this claim	\$29.12		
✓19034	323	FOREST HOUSE PUBLISHING		Elwood Childrens	\$17.90	5/8/00	INVOICE # 100404
				Total this claim	\$17.90		
✓19035	292	GALE GROUP		Elwood Adult	\$149.11	5/8/00	INVOICE # 9783778
				Total this claim	\$149.11		
✓19036	293	GENEALOGICAL PUBLISHING		Elwood Indiana Room	\$76.66	5/8/00	INVOICE # 4000168
				Total this claim	\$76.66		
✓19037	328	GTE		Telephone & Telegraph	\$14.66	5/8/00	DUE MAY 21, 2000
				Total this claim	\$14.66		
✓19038	320	HORTON'S & SONS OF ELWO		Bldg. Matl. And Supplies	\$5.19	5/8/00	INVOICE # 2276447
				Total this claim	\$5.19		
✓19039	295	INCOLSA		Dues	\$50.00	5/8/00	MEMBERSHIP FEES
				Total this claim	\$50.00		
✓19040	296	INDIANA GAS COMPANY		Gas	\$54.13	5/8/00	
				Gas	\$66.22		
				Total this claim	\$120.35		
✓19041	297	K MART		Other Operating Supplies	\$22.90	5/8/00	
				Summitville AV	\$288.63		
				Total this claim	\$311.53		
✓19042	298	K-MART		Other Operating Supplies	\$28.56	5/8/00	
				Frankton Programing	\$36.89		
				Total this claim	\$65.45		
✓19043	299	LERNER PUBLICATIONS COM		Summitville	\$110.65	5/8/00	INVOICE # L408802, L409069
				Total this claim	\$110.65		
✓19044	300	LEXIS LAW PUBLISHING		Elwood Adult	\$68.11	5/8/00	INVOICE # M29950
				Total this claim	\$68.11		
✓19045	301	LIBRARY CORPORATION, THE		Automation	\$8,883.50	5/8/00	AUTOMATION SUPPORT
				Total this claim	\$8,883.50		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
✓ 19046	302	LIBRARY VIDEO COMPANY		Frankton AV	\$127.04	5/8/00	INVOICE # E00145650001
				Total this claim	<u>\$127.04</u>		
✓ 19047	303	LUCENT TECHNOLOGIES		Professional Services	\$137.64	5/8/00	SERVICE AGREEMENT
				Total this claim	<u>\$137.64</u>		
✓ 19048	304	MANIFOLD REFUSE, INC.		Waste Disposal Services	\$54.00	5/8/00	TRASH SERVICE FOR 2ND QRT
				Total this claim	<u>\$54.00</u>		
✓ 19049	305	MARSH SUPERMARKET		Elwood Children's Programing	\$36.83	5/8/00	
				Total this claim	<u>\$36.83</u>		
✓ 19050	306	MARSHA SMITH		Other	\$5.35	5/8/00	REFUND OF LOST BOOK FEE
				Total this claim	<u>\$5.35</u>		
✓ 19051	324	MARVIN SAUBERT		Professional Services	\$160.00	5/8/00	LAWN SERVICE FOR APRIL
				Total this claim	<u>\$160.00</u>		
✓ 19052	307	MICROMARKETING, LLC		Frankton	\$44.47	5/8/00	INVOICE # 82957, 81527, 85905
				Frankton AV	\$123.63		
				Total this claim	<u>\$168.10</u>		
✓ 19053	308	MIDWEST TAPE		Frankton AV	\$323.90	5/8/00	
				Elwood AV	\$601.75		
				Total this claim	<u>\$925.65</u>		
✓ 19054	309	PARSONS TECHNOLOGY		Elwood Indiana Room	\$51.98	5/8/00	INVOICE # 1524779
				Total this claim	<u>\$51.98</u>		
✓ 19055	311	PITNEY BOWES		Equipment/Rental	\$163.00	5/8/00	
				Total this claim	<u>\$163.00</u>		
✓ 19056	310	PITNEYWORKS		Postage & UPS	\$240.00	5/8/00	
				Total this claim	<u>\$240.00</u>		
✓ 19057	312	POSTMASTER		Postage & UPS	\$33.00	5/8/00	
				Total this claim	<u>\$33.00</u>		
✓ 19058	313	QUILL CORPORATION		Office Supplies	\$113.11	5/8/00	INVOICE # 7745794
				Furniture & Equipment	\$179.99		
				Total this claim	<u>\$293.10</u>		
✓ 19059	322	RAMSAY BUSINESS PRODUC		Office Supplies	\$158.15	5/8/00	
				Total this claim	<u>\$158.15</u>		
✓ 19060	314	SPECIALTY STORE SERVICES		Book Processing	\$60.33	5/8/00	VIDEO CASES
				Total this claim	<u>\$60.33</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>
✓ 19061	294	THOMSON INDIANA		Frankton Per. & Newsp.	\$78.00	5/8/00	26 WEEK SUBSCRIPTION FOR FRAN
				Total this claim	\$78.00		
✓ 19062	316	TIMESTEP PLAYERS		Frankton Programing	\$195.00	5/8/00	BALANCE ON PERFORMANCE ON 6/1
				Total this claim	\$195.00		
✓ 19063	326	TIMESTEP PLAYERS		Summitville Programing	\$57.50	5/8/00	DEPOST FOR PERFORMANCE ON 6/ SUMMITVILLE
				Total this claim	\$57.50		
✓ 19064	327	TIMESTEP PLAYERS		Summitville Programing	\$172.50	5/8/00	BALANCE ON PERFORMANCE ON 6/1 SUMMITVILLE
				Total this claim	\$172.50		
✓ 19065	315	TIMESTEP PLAYERS		Frankton Programing	\$65.00	5/8/00	DEPOSIT FOR PERFORMANCE ON 6/
				Total this claim	\$65.00		
✓ 19066	317	UNIVERSITY BOOK SERVICE		Frankton	\$84.40	5/8/00	INVOICE # 305740
				Total this claim	\$84.40		
✓ 19067	318	UPSTART		Office Supplies	\$5.95	5/8/00	INVOICE # 6153936-001
				Elwood Adult Programing	\$115.94		
				Total this claim	\$121.89		
✓ 19068	319	VIKING OFFICE PRODUCTS		Office Supplies	\$38.94	5/8/00	INVOICE # 527066
				Total this claim	\$38.94		

Warrant Claim

Number	Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$186,138.33

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.

Thursday, May 04, 2000

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 7 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$186,138.33

Date this day of , 19

<u>Sharon Pace</u>	<u>David L. Hoffman</u>	<u>Korin Dipe</u>
<u>Andy Powell</u>	<u>Donna L. Billender</u>	
	<u>Andy Powell</u>	

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

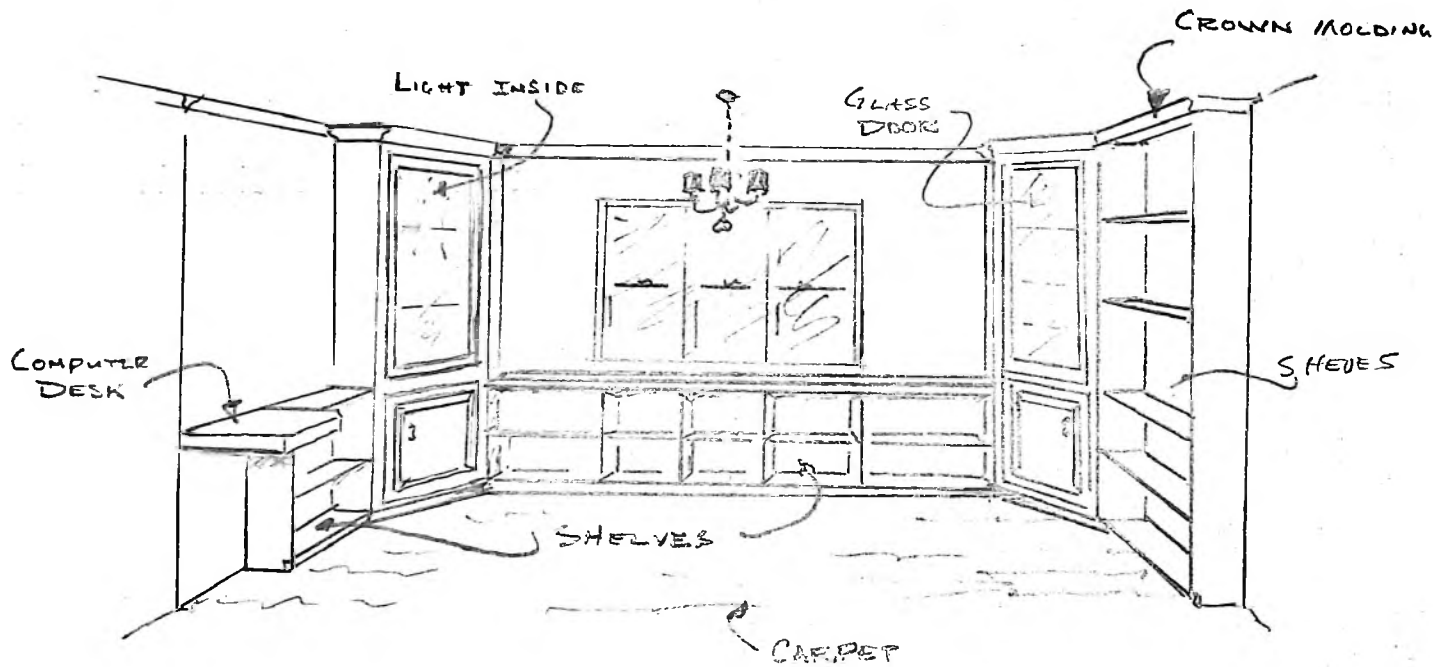
	MAY 1999	MAY AMOUNT OF 2000	% OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	2838	2885	47	2%	15113
JUVENILE	1236	1584	348	28%	10594
Y. A.	87	126	39	45%	739
PERIOD.	341	430	89	26%	2491
AUDIO	199	262	63	32%	1139
VIDEO	1418	1817	399	28%	10662
TOTAL	6119	7104	985	16%	40738

FRANKTON					
ADULT	1014	934	-80	-8%	5223
JUVENILE	528	539	11	2%	3425
Y. A.	20	31	11	55%	170
PERIOD.	300	261	-39	-13%	1458
AUDIO	21	30	9	43%	177
VIDEO	795	607	-188	-24%	3923
TOTAL	2678	2402	-276	-10%	14376

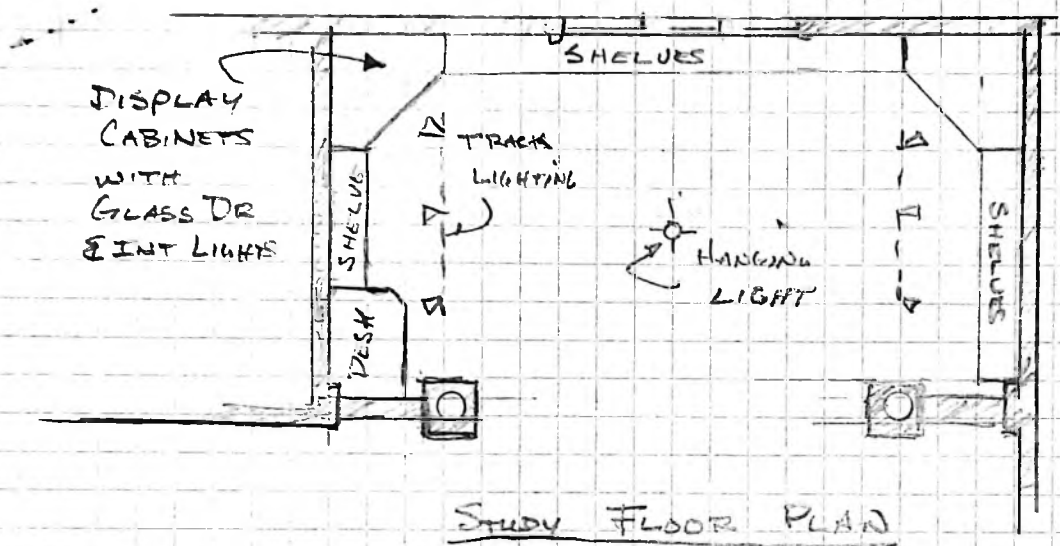
HAZELBAKER					
ADULT	624	655	31	5%	3377
JUVENILE	323	428	105	33%	2565
Y. A.	21	29	8	38%	155
PERIOD.	145	147	2	1%	795
AUDIO	19	46	27	142%	232
VIDEO	232	416	184	79%	2520
TOTAL	1364	1721	357	26%	9644

SYSTEM					
ADULT	4476	4474	-2	0%	23713
JUVENILE	2087	2551	464	22%	16584
Y. A.	128	186	58	45%	1064
PERIOD.	786	838	52	7%	4744
AUDIO	239	338	99	41%	1548
VIDEO	2445	2840	395	16%	17105
TOTAL	10161	11227	1066	10%	64758

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	7938	1480	780
REF.	77	33	11
ASSITS.	3853	110	42
COMP A.	735	166	246
J.	295	N/A	N/A
PROG. A.	N/A	N/A	N/A
J.	3/95	N/A	4/40



VIEWING EAST



AGENDA
 NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
 BOARD OF TRUSTEES
 June 12, 2000
 Executive Session
 6:30pm

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
 BOARD OF TRUSTEES
 June 12, 2000
 EXECUTIVE MEETING
 6:30pm

CALL TO ORDER
 CALL FOR QUORUM
 BUSINESS

- A. Personnel
 IC5-14-1.5-6-(b)(6)

**Regular Meeting
 7:00PM**

CALL TO ORDER
 CALL FOR QUORUM
 MINUTES
 CLAIMS REGISTER & CHECKS
 OLD BUSINESS

- 1. Report on Column
- 2. Lighting – Frankton(Report from Kevin)

NEW BUSINESS

- 1. Door – Frankton (*Riegel's say they can turn door around but will need to replace glass in part with plexiglass – is a law when you replace. They say wind may still grab when opened. They also said it is a situation where it is Grandfathered according to code – he must mean construction code. Estimated cost would be \$720.00 to turn around and new plexiglass or \$1200-\$1300 with new door. The Fire Department says the door is against Fire-code and should open out.*)
- 2. July 3rd – Holiday
- 3. Change to permission slip—Internet
- 4. Transfer of approp.
- 5. Trees-one dead, one needs trim, and we didn't get a new one!
- 6. Appoint Asst. Treasure. to replace Linda Sizelove

Director's Report

ADJOURN

OPEN

President Sharan Pace called an executive meeting of the North Madison County Public Library System to order on June 12, 2000 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Attending with President Pace were: Kevin Sipe, Pam Bohlander, Jerry Kaiser, Betty Caldwell, Beverly Austin and Diana Shepard.

BUSINESS—Discussion was held concerning the percentage of wage increase for employees to be considered in 2001 budget. Also discussed was the CAPE Project to be given by the Lilly Grant.

David Hoffman
 David Hoffman, Secretary

Jerry Kaiser
Pam Bohlander
Kevin Sipe

Sharan Pace
Betty Caldwell

Post-it® Fax Note	7671	Date	6/8/00	# of pages	▶
To	<i>Diana Shepard</i>				
Co./Dept.	Co.				
Phone #	Phone #				
Fax #	<i>Please publish Fri or Sat</i>				

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES REGULAR MEETING
ELWOOD PUBLIC LIBRARY
June 12, 2000
7:00pm

CALL TO ORDER

President Sharan Pace called a meeting of the North Madison County Public Library System Board of Trustees to order at 7:00pm at the Elwood Public Library.

CALL FOR QUORUM

Present with President Pace were: Kevin Sipe, Pam Bohlander, Jerry Kaiser, and Betty Caldwell. Cindy Powell and David Hoffman were absent. Also present were staff members Beverly Austin and Diana Shepard and Elwood Call-Leader reporter Mike Retherford.

MINUTES were approved with a motion from Pam Bohlander, seconded by Jerry Kaiser and passed.

CLAIMS REGISTER AND CHECKS

Claims register was signed by members and Treasurer Pam Bohlander signed checks.

OLD BUSINESS

Columns-Director Beverly Austin presented a letter from Architect Joel Blum, no other information has been received.

Lighting Frankton-Kevin Sipe reported that the new lighting at Frankton has been installed and it has greatly improved their facility. Patrons are well pleased.

NEW BUSINESS

Doors Frankton-Discussion was held regarding replacement of the doors at Frankton to meet fire code. Pam Bohlander made a motion and it was seconded by Kevin Sipe to replace the door at the Frankton Branch and also the door to the Bank, so they open out and to the West. Motion passed.

July 3, 2000 closing-A motion was made by Jerry Kaiser that the libraries remain open on July 3. The motion was seconded by Pam Bohlander and passed. However the board did recommend a skeleton crew for this day.

Change to Internet permission slip-A motion was made by Jerry Kaiser to add an address line to the existing Patron Internet Access permission slip. The motion was seconded by Kevin Sipe and passed by the members.

Transfer of appropriation-A resolution was presented to transfer appropriations in order to meet Beverly Austin's Management Agreement as an independent contractor. A motion was made by Jerry Kaiser to transfer \$19,500.00 from the Salary of Director

appropriation into Other Professional Services. The motion passed after a second from Pam Bohlander.

Trees - Beverly Austin reported a partially dead tree needs attention at Elwood. She is requested to see if the tree can be saved and to obtain estimates.

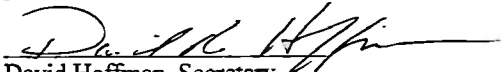
Assistant Treasurer - A motion was made by Kevin Sipe to make Jerry Kaiser the Assistant Treasurer. The motion was seconded by Pam Bohlander and passed.

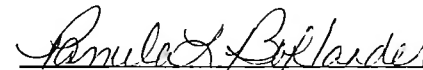
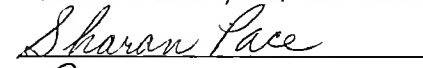

Betty Caldwell was welcomed onto the Board, she was appointed by the Elwood School Corporation at their June Board meeting.



Director's Report was given by Beverly Austin. Calendar was given to Board members outlining dates for the Budget process. She reported that July and August are very important months for the budget. She will attend a meeting on Thursday evening on reassessment. The Elwood Adult Summer Reading Program began on June 12, 2000 and Nancy Neal has done a fine job organizing it. Also the Programs at Frankton and Summitville are going well with the kick off program being "Timestep Players".

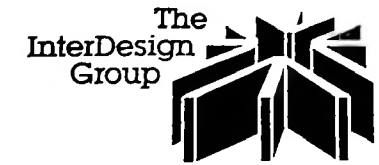
The July meeting will be held at Summitville on July 10, 2000 at 6:30pm.

Kevin Sipe made a motion to adjourn at 8:00pm, Pam Bohlander seconded and it passed.


David Hoffman, Secretary



Total Architectural Development

TRANSFER OF APPROPRIATION RESOLUTION
June 12, 2000

May 18, 2000

WHEREAS, It has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget; now, therefore:

Sec. 1. Be it ordained by the Board of Trustees of the North Madison County Public Library System, Madison County, that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same:

3.13 Other Professional Services	\$19,500.00
Total	<u>\$19,500.00</u>

Whereas, it has been shown that certain existing appropriations now have unobligated balances that will not be needed for the purposes for which appropriated, it is further ordained that the following existing appropriations be reduced in the following amounts:

1.1 Salary of Director	\$19,500.00
Total	<u>\$19,500.00</u>

Adopted this 12th day of June, 2000.

NAY

AYE

Amelia Pollander

Sharon Pace

Betty Caldwell

Jerry Kauer

ATTEST:

Kevin Dipe

Secretary of Governing Body

Vice President

Mr. J. Mel Fuller
President
Milton Classics Incorporated
P. O. Box 465020
Lawrenceville, Georgia 30042-5020

Dear Mr. Fuller:

We have received a copy of your letter of April 4, 2000 to Ms. Mary Jan Helping of the Elwood Public Library. The InterDesign Group, Inc. was design architect and M. D. Rowe Construction was the general contractor.

Your response to Ms. Helping was greatly appreciated. However, I don't feel it responded to the issue of only one of the six columns installed having the grain raise, popping paint, etc. Investigation of the detail drawings and field installation from the contractor indicates proper procedure was followed. Additionally, the drawing detail and photographs indicate two inch soffit vents continuous and a vent in the column cap is indicated as item 5 on the enclosed detail.

I trust as requested by Ms. Helping a representative can examine the column and resolve the concern. Again, there are a total of six columns of which one is having difficulty. I believe the 10-year warranty deserves further consideration.

Thank you for your consideration and attention to this product concern.

Sincerely,
The InterDesign Group, Inc.

Joel P. Blum

Joel P. Blum, AIA

/mp
Enclosure: Photographs, Detail Sheets

PERMISSION GRANTED:

I hereby give my permission for

to use the Internet at any facility of the North Madison County Library System. I have read the Internet use policy and agree to abide by all rules set forth. Furthermore, I will not hold the library staff, or trustees responsible for harm incurred upon my child by what he or she may see or have access to. I fully understand that I am also responsible for my child's actions as outlined in the rules and regulations, and will abide by any decision to revoke my child's use of the Internet in the event my child has not complied with stated rules.

Parent/Guardian

Signature _____

Address _____

Phone: _____

Date: _____

Library Witness: _____

Date: _____

PERMISSION DENIED TO:

I am requesting that the NMCPLS deny my child/children access to the Internet. Signed:

Date:

Library Witness: _____

***North Madison County
Public Library System***

Elwood Public Library

1600 Main Street Elwood, IN 46036-2023
Phone: 765-552-5002 FAX: 765-552-0955
M-Th 9-8 • Friday 9-6 • Saturday 9-4

Frankton Community Library

111-113 Sigler Street Frankton, IN 46011
Phone: 765-754-7116 FAX: 765-754-3312
M-Th 9-7 • Friday 9-5 • Saturday 9-1

Ralph E. Hazelbaker Library
1013 W. Church Summitville, IN
46070 Phone: 765-536-2335 FAX: 765-
536-9050 M-Th 9-7 • Friday 9-5 •
Saturday 9-1

***North Madison County
Public Library System***

**PATRON INTERNET
ACCESS**

Register Of Claims

North Madison County Public Library System

Report Date: From 5/9/00 To 6/12/00

Warrant Number	Claim Number Name of Claimant	Fund	Account	Amount	Date	Explanation
	354 TIMESTEP PLAYERS		Frankton Programing	(\$65.00)	5/24/00	CHANGE FUND ACCOUNT ON VOUC WARRANTNUMBER 019065
		Gift	Frankton Programing	\$65.00		
			Total this claim	\$0.00		
0	338 EFTPS		Empl.Share FICA&Medicare	\$1,047.41	5/24/00	P/R ENDING 5/20/00
		FICA	Payroll Deductions	\$848.88		
		Federal Taxes Withheld	Payroll Deductions	\$1,540.48		
		Medicare	Payroll Deductions	\$198.53		
			Total this claim	\$3,635.30		
0	355 TIMESTEP PLAYERS		Frankton Programing	(\$195.00)	5/24/00	CHANGE FUND ACCOUNT ON VOUC NUMBER 019062
		Gift	Frankton Programing	\$195.00		
			Total this claim	\$0.00		
0	357 ANDREW HARPER		Other Professional Services	(\$40.00)	5/25/00	TO CHANGE ACCOUNT # ON VOUCH 019077
			Professional Services	\$40.00		
			Total this claim	\$0.00		
0	358 PAYROLL		Salary of Director	\$2,231.09	6/7/00	PAYROLL
			Salary of Assistants	\$11,833.83		
			Wages of Janitor	\$689.24		
			Total this claim	\$14,754.16		
0	359 EFTPS		Empl.Share FICA&Medicare	\$1,128.68	6/7/00	P/R ENDING 6/3/00
		FICA	Payroll Deductions	\$914.76		
		Federal Taxes Withheld	Payroll Deductions	\$1,830.73		
		Medicare	Payroll Deductions	\$213.92		
			Total this claim	\$4,088.09		
0	337 PAYROLL		Salary of Director	\$1,165.38	5/24/00	PAYROLL
			Salary of Assistants	\$11,818.73		
			Wages of Janitor	\$707.26		
			Total this claim	\$13,691.37		
0	329 PAYROLL		Salary of Director	\$1,165.38	5/10/00	PAYROLL
			Salary of Assistants	\$11,693.34		
			Wages of Janitor	\$605.90		
			Total this claim	\$13,464.62		

<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	330	EFTPS		Empl.Share FICA&Medicare	\$1,030.09	5/10/00	P/R ENDING 5/6/00
			FICA	Payroll Deductions	\$834.83		
			Federal Taxes Withheld	Payroll Deductions	\$1,511.56		
			Medicare	Payroll Deductions	\$195.26		
				Total this claim	\$3,571.74		
0	411	CITY WATER & SEWAGE DEP		Water	(\$128.04)	6/12/00	TO VOID CHECK # 19108, VOUCHER PRINTED CORRECT
				Total this claim	(\$128.04)		
1052	408	DEMCO	Gift	Furniture & Equipment	\$2,148.29	6/12/00	S'VILLE COMPUTER WORKSTATION PROJECT
				Total this claim	\$2,148.29		
19069	333	AT&T		Telephone & Telegraph	\$25.51	5/10/00	FRANKTON & SUMMITVILLE SERVIC
				Telephone & Telegraph	\$65.07		
				Total this claim	\$90.58		
19070	334	CARTER ELECTRIC CO. INC O		Repair Parts/Maintenance	\$390.00	5/10/00	INSTALL BALLAST, PAY FOR 4 BALLA
				Professional Services	\$97.50		
				Total this claim	\$487.50		
19071	331	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	5/10/00	P/R ENDING 5/6/00
				Total this claim	\$195.00		
19072	332	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$750.79	5/10/00	P/R ENDING 5/6/00
				Total this claim	\$750.79		
19073	335	MAIN STREET BEAUTIFICATIO	Gift	Other Operating Supplies	\$15.00	5/10/00	GIFT - FLOWERS FOR DOWNTOWN
				Total this claim	\$15.00		
19074	336	NAPPANEE PUBLIC LIBRARY		Professional Services	\$1,820.00	5/10/00	AGREEMENT FOR TECHNOLOGY SU INDIANA COMPUTER CONSORTIUM
				Total this claim	\$1,820.00		
19075	343	AMERICAN ELECTRIC POWER		Electricity	\$1,316.02	5/24/00	
				Electricity	\$12.54		
				Electricity	\$4.33		
				Total this claim	\$1,332.89		
19076	345	AMERITECH		Telephone & Telegraph	\$236.60	5/24/00	SERVICE 4/5/00-5/4/00
				Total this claim	\$236.60		
19077	346	ANDREW HARPER		Other Professional Services	\$40.00	5/24/00	LAWN CARE MARCH AND APRIL
				Total this claim	\$40.00		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
19078	344	AT&T		Telephone & Telegraph	\$43.70	5/24/00	030 080 4064 001
				Total this claim	<u>\$43.70</u>		
19079	346	B.L. LIGHTING		Repair Parts/Maintenance	\$1,638.82	5/24/00	NEW LIGHTING AT FRANKTON
				Total this claim	<u>\$1,638.82</u>		
19080	347	BEVERLY AUSTIN		Travelling Expense	\$22.96	5/24/00	MILEAGE - BUDGET WORKSHOP
				Total this claim	<u>\$22.96</u>		
19081	342	CITY OF ELWOOD NON-REVE	Insurance	Emp Cont Group Ins	\$979.07	5/24/00	PAYMENT FOR MAY
				Emp Cont Group Ins	\$839.22		
				Total this claim	<u>\$1,818.29</u>		
19082	341	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	5/24/00	P/R ENDING 5/20/00
				Total this claim	<u>\$195.00</u>		
19083	339	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$929.14	5/24/00	P/R ENDING 5/20/00
			County Taxes Withheld	Payroll Deductions	\$235.35		PAYMENT FOR MAY
				Total this claim	<u>\$1,164.49</u>		
19084	349	INDIANA GAS COMPANY		Gas	\$226.27	5/24/00	SERVICE FROM 4/7/00-5/9/00 FOR EL
				Total this claim	<u>\$226.27</u>		
19085	350	INDIANA-AMERICAN WATER C		Water	\$64.12	5/24/00	
				Total this claim	<u>\$64.12</u>		
19086	340	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$741.66	5/24/00	P/R ENDING 5/20/00
				Total this claim	<u>\$741.66</u>		
19087	351	PURCHASE POWER		Postage & UPS	\$243.54	5/24/00	POSTAGE
				Total this claim	<u>\$243.54</u>		
19088	352	TOWN OF FRANKTON		Electricity	\$60.76	5/24/00	ELECTRIC, WATER, AND SEWAGE F
				Water	\$7.40		
				Waste Disposal Services	\$11.36		
				Total this claim	<u>\$79.52</u>		
19089	353	JAMIE B. SCOTT		Traveling Expense	\$36.40	5/24/00	MILEAGE
				Total this claim	<u>\$36.40</u>		
19090	356	FIRST FARMERS BANK & TRU	LIRF	Purchase Of Investments	\$25,000.00	5/25/00	PURCHASE OF CERTIFICATE OF DEPOSIT OUT OF LIRF FUND INTO LIRF FUND INVEST
				Total this claim	<u>\$25,000.00</u>		
19091	362	BARBARA SNIPES		Traveling Expense	\$55.10	6/7/00	MILEAGE FOR MAY
				Total this claim	<u>\$55.10</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>
19092	360	INDIANA DEFERRED COMPEN	Annunity	Payroll Deductions	\$195.00	6/7/00	P/R ENDING 6/3/00
				Total this claim	\$195.00		
19093	363	INDIANA GAS COMPANY		Gas	\$21.39	6/7/00	SERVICE PERIOD 4/17/00-5/17/00
				Total this claim	\$21.39		
19094	361	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$749.71	6/7/00	P/R ENDING 6/3/00
				Total this claim	\$749.71		
19095	364	POSTMASTER		Postage & UPS	\$6.60	6/7/00	STAMPS FOR INDIANA ROOM
				Total this claim	\$6.60		
19096	365	22ND STREET HARDWARE		Other Operating Supplies	\$125.06	6/12/00	LIGHT BULBS
				Total this claim	\$125.06		
19097	369	A.E. BOYCE CO., INC.		Official Records	\$67.34	6/12/00	GENERAL RECEIPT BOOKS
				Total this claim	\$67.34		
19098	370	ARAB TERMITE & PEST CONT		Professional Services	\$46.00	6/12/00	INVOICE # 050089
				Total this claim	\$46.00		
19099	366	AT&T		Telephone & Telegraph	\$30.86	6/12/00	
				Telephone & Telegraph	\$58.86		
				Total this claim	\$89.72		
19100	367	AUDIO VISUAL COMMUNICATI		Professional Services	\$119.00	6/12/00	SERVICE AGREEMENT FOR JUNE
				Total this claim	\$119.00		
19101	407	BAKER & TAYLOR		Elwood Adult	\$1,494.82	6/12/00	VARIOUS INVOICES
				Elwood Childrens	\$959.65		
				Elwood YA	\$431.59		
				Frankton	\$396.61		
				Summitville	\$540.50		
				Elwood AV	\$34.76		
				Book Processing	\$295.00		
				Total this claim	\$4,152.93		
19102	379	BARBARA MCADAMS		Frankton	\$5.99	6/12/00	PETTY CASH REIMBURSEMENT
				Other Operating Supplies	\$36.67		
				Postage & UPS	\$40.40		
				Total this claim	\$83.06		
19103	378	BARBARA MCADAMS		Travelling Expense	\$29.68	6/12/00	MILEAGE
				Total this claim	\$29.68		

<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>
19104	368	BON PRINTING		Stationary & Supplies	\$86.00	6/12/00	LETTERHEAD STATIONERY
				Summitville Programing	\$20.00		SUMMITVILLE READING CLUB FLYER
				Total this claim	\$106.00		
19105	380	CARTER ELECTRIC CO. INC O		Repair Parts/Maintenance	\$195.00	6/12/00	2 BALLASTFOR LIGHTING AT ELWOO
				Total this claim	\$195.00		
19106	371	CINDA HORINE		Traveling Expense	\$16.80	6/12/00	MILEAGE
				Total this claim	\$16.80		
19107	372	CINTAS CORPORATION		Cleaning & Sanitation Supplies	\$33.85	6/12/00	INVOICE # 716399494, 716401568
				Cleaning & Sanitation Supplies	\$33.30		
				Total this claim	\$67.15		
19108	373	CITY WATER & SEWAGE DEP	Vol D	Water	\$128.04	6/12/00	BILLING DATE 5/25/00
				Total this claim	\$128.04		
19109	374	CONSOLIDATED FREIGHTWA	Gift	Other Professional Services	\$40.00	6/12/00	DEST INSIDE DELIVERY CHARGE WORKSTATION DELIVERY - MR. HAZ
				Total this claim	\$40.00		
19110	375	COVEY INC.		Office Supplies	\$154.70	6/12/00	INVOICE # 1680, 1688, 1700,1957
				Total this claim	\$154.70		
19111	376	CVS PHARMACY		Other Operating Supplies	\$36.90	6/12/00	
				Total this claim	\$36.90		
19112	377	DEMCO		Other Operating Supplies	\$40.03	6/12/00	INVOICE # 853072, 861846, 865294
				Elwood Adult Programing	\$104.25		
				Frankton Programing	\$147.54		
				Book Processing	\$69.02		
				Total this claim	\$360.84		
19113	382	EDUCATIONAL RESOURCES/F		Techology Software	\$294.11	6/12/00	INVOICE # 349701, 346195
				Total this claim	\$294.11		
19114	381	EDWARDS ELECTRICAL & ME		Professional Services	\$555.82	6/12/00	MAINTENANCE AGREEMENT & REPAIR
				Total this claim	\$555.82		
19115	383	FILIP, INC.		Cleaning & Sanitation Supplies	\$27.41	6/12/00	INVOICE # 91336
				Total this claim	\$27.41		
19116	384	GALE GROUP		Elwood Adult	\$149.89	6/12/00	INVOICE # 9869057
				Total this claim	\$149.89		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
19117	385	GAYLORD BROS.		Book Processing	\$137.20	6/12/00	INVOICE# 0407225005
				Other Operating Supplies	\$39.27		
				Total this claim	\$176.58		
19118	386	GREG McDUFFEE TV		Equipment/Maint.	\$25.00	6/12/00	REPAIR ON FRANKTON VCR
				Total this claim	\$25.00		
19119	387	GTE		Telephone & Telegraph	\$115.93	6/12/00	
				Total this claim	\$115.93		
19120	388	HILL-DONNELLY CORPORATI		Elwood Adult	\$115.15	6/12/00	INVOICE # 4959-0017
				Total this claim	\$115.15		
19121	389	HOME HEALTH EDUCATION S		Elwood Childrens	\$120.96	6/12/00	FOREVER STORIES (SET)
				Total this claim	\$120.96		
19122	390	HORTON'S & SONS OF ELWO		Other Operating Supplies	\$12.45	6/12/00	
				Bldg. Matl. And Supplies	\$7.19		
				Total this claim	\$19.64		
19123	391	INDIANA GAS COMPANY		Gas	\$16.69	6/12/00	DUE DATE 6/19/00
				Total this claim	\$16.69		
19124	392	INFO USA MARKETING, INC.		Elwood Adult	\$545.00	6/12/00	INVOICE # 24-170282
				Total this claim	\$545.00		
19125	410	JAMIE B. SCOTT	Insurance	Emp Cont Group Ins	\$173.67	6/12/00	REFUND OF INSURANCE PAYMENT - TWO PAYS
				Total this claim	\$173.67		
19126	409	JUST WRIGHT		Elwood Adult Programing	\$573.75	6/12/00	T-SHIRTS AND TOTE BAGS FOR ADU READING PROGRAM - ELWOOD
				Total this claim	\$573.75		
19127	393	K MART		Other Operating Supplies	\$141.76	6/12/00	
				Total this claim	\$141.76		
19128	394	LINDA KEMPER		Traveling Expense	\$9.52	6/12/00	MILEAGE
				Total this claim	\$9.52		
19129	395	LUCENT TECHNOLOGIES		Professional Services	\$137.64	6/12/00	
				Total this claim	\$137.64		
19130	396	MARVIN SAUBERT		Professional Services	\$160.00	6/12/00	LAWN SERVICE FOR MAY
				Total this claim	\$160.00		
19131	397	MICROMARKETING, LLC		Frankton	\$144.38	6/12/00	INVOICE # 1548
				Total this claim	\$144.38		

<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>
19132	398	MIDWEST TAPE		Frankton AV	\$510.80	6/12/00	
				Elwood AV	\$528.80		
				Total this claim	\$1,039.60		
19133	399	QUILL CORPORATION		Office Supplies	\$454.17	6/12/00	INVOICE # 8069058, 8349404, 8026899, 8044820
				Furniture & Equipment	\$79.94		
				Technology Equipment	\$339.99		
				Office Supplies	\$98.44		
				Total this claim	\$972.54		
19134	400	RAMSAY BUSINESS PRODUC		Office Supplies	\$155.17	6/12/00	
				Total this claim	\$155.17		
19135	401	S & S WORLDWIDE		Summitville Programing	\$30.25	6/12/00	INVOICE # 3208658
				Total this claim	\$30.25		
19136	402	SPECIALTY STORE SERVICES		Book Processing	\$119.66	6/12/00	INVOICE # 776794
				Total this claim	\$119.66		
19137	403	STATE CHEMICAL MANUFACT		Cleaning & Sanitation Supplies	\$187.80	6/12/00	INVOICE # 90722935
				Total this claim	\$187.80		
19138	405	TASTE OF HOME		Frankton	\$22.45	6/12/00	1996 TASTE OF HOME ANNUAL RECI
				Total this claim	\$22.45		
19139	404	TECH REPUBLIC		Elwood Period. & News.	\$89.00	6/12/00	TECHPROGUILD MEMBERSHIP & PC TROUBLESHOOTER SUBSCRIPTI
				Total this claim	\$89.00		
19140	406	UPSTART		Frankton Programing	\$140.96	6/12/00	INVOICE # 6233193-001, 6184380-002,
				Summitville Programing	\$103.11		
				Total this claim	\$244.07		
19141	412	CITY WATER & SEWAGE DEP		Water	\$128.04	6/12/00	BILLING DATE 5/25/00
				Total this claim	\$128.04		
19142	413	SHARON FOUTS		Postage & UPS	\$15.72	6/12/00	PETTY CASH REIMBURSEMENT
				Fuel, Oil and Lubricants	\$14.00		
				Other Operating Supplies	\$16.06		
				Waste Disposal Services	\$1.00		
				Total this claim	\$46.78		

Warrant Claim

Number

Number Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$104,852.92

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 12, 2000

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 8 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$104,852.92

Date this 12 day of June, 19 2000.

Handwritten signatures: Amelia Bollander, Betty Caldwell, Sharan Pace, and others.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	JUN 1999	JUN AMOUNT OF 2000	% OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	2921	3095	174	6%	18208
JUVENILE	1590	1999	409	26%	12593
Y. A.	149	178	29	19%	917
PERIOD.	372	461	89	24%	2952
AUDIO	189	257	68	36%	1396
VIDEO	1595	1827	232	15%	12489
TOTAL	6816	7817	1001	15%	48555
FRANKTON					
ADULT	1041	889	-152	-15%	6112
JUVENILE	808	927	119	15%	4352
Y. A.	32	70	38	119%	240
PERIOD.	307	280	-27	-9%	1738
AUDIO	14	39	25	179%	216
VIDEO	682	930	248	36%	4853
TOTAL	2884	3135	251	9%	17511
HAZELBAKER					
ADULT	662	711	49	7%	4088
JUVENILE	354	1080	726	205%	3645
Y. A.	33	46	13	39%	201
PERIOD.	126	142	16	13%	937
AUDIO	37	55	18	49%	287
VIDEO	280	488	208	74%	3008
TOTAL	1492	2522	1030	69%	12166
SYSTEM					
ADULT	4624	4695	71	2%	28408
JUVENILE	2752	4006	1254	46%	20590
Y. A.	214	294	80	37%	1358
PERIOD.	805	883	78	10%	5627
AUDIO	240	351	111	46%	1899
VIDEO	2557	3245	688	27%	20350
TOTAL	11192	13474	2282	20%	78232
TRAFFIC					
	ELWOOD	FRANKTON	HAZELBAK.		
REF.	9788	2044	1551		
ASSITS.	70	45	11		
COMP A.	3039	379	353		
J.	813	207	441		
PROG. A.	798				
J.	3/32	0	0		
	1/80	5/92	7/173		

AGENDA
 NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
 BOARD OF TRUSTEES
 SUMMITVILLE HAZELBAKER LIBRARY
 July 10, 2000
 Executive Session
 6:30pm

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
 Board of Trustees Regular Meeting
 Summitville Community Library
 July 10, 2000
 7:00 p.m.

CALL TO ORDER
 CALL FOR QUORUM
 BUSINESS

- A. Personnel
 IC5-14-1.5-6-(b)(6)
 Agree on salary/ approve during public meeting the salary schedule for the 2001 budget so we can progress with rest of budget.

**Regular Meeting
 7:00PM**

CALL TO ORDER

President Sharan Pace called a regular meeting of the Board of Trustees of the North Madison County Public Library System to order in the meeting room of the Summitville Community Library July 10, 2000 at 7:00 p.m.

CALL FOR QUORUM

Board members attending with President Pace were Betty Caldwell, Pam Bohlander, David Hoffman and Jerry Kaiser. Kevin Sipe and Cindy Powell were absent. Also present were Director Bev Austin and Diana Shepard.

MINUTES were approved with a motion from David Hoffman, seconded by Pam Bohlander and passed.

CLAIMS REGISTER AND CHECKS

Claims register was signed and Treasurer Pam Bohlander signed checks.

OLD BUSINESS

Column – Director Beverly Austin presented a letter written by Milton Classics and faxed to her by Joel Blum. Milton Classics has closed our claim stating that none of the conditions are manufacturing defects. They state that the columns were not installed within their warranty guidelines, therefore the columns are not covered under their warranty.

Key update – Jim Humphrey from Builders Specialties & Hardware is working on the key problem and will get back to Beverly about making another set of keys and also when the repair person will be at the library to work on the handicap doors.

Doors Frankton - Director Austin reported that Riegel Glass could reverse the swing of the doors and put in safety glass on our Frankton building for \$720 each but the wind would still catch the door. For \$1970 each they could replace the frame, put in safety glass and swing the door so the wind would not catch them. Riegel's also furnished an estimate of \$6,556.38 to replace all of the windows and doors across the front of the building. A discussion followed by members and it was decided that Beverly should talk to the Fire Marshal to see the proper procure to follow. The bank also needs to be contacted to find what their feelings are about a new door.

CALL TO ORDER
 CALL FOR QUORUM
 MINUTES
 CLAIMS REGISTER & CHECKS
 OLD BUSINESS

1. Report on Column
2. Frankton- Door replacement.
3. Elwood- Tree
4. Resolution from 6/99

NEW BUSINESS

1. Approve 2001 salary schedule
2. Reciprocal Borrowing Covenant form
3. T-1 lines
4. Summitville

DIRECTOR'S REPORT

ADJOURN

Post-it* Fax Note	7671	Date	7/6/00	# of pages	▶
To		From	Diana Shepard		
Co./Dept.		Co.	North Madison Co Public Library		
Phone #		Phone #	765/552-5001		
Fax #		Fax #	Please publish Friday or Saturday		

Elwood Tree – An estimate was presented from Rice Tree Service of \$850. Their suggestion would be to not save the tree because it is dying. It was decided to table the matter until additional estimates can be obtained.

Resolution from 6/99 - A motion was made by Pam Bohlander and seconded by David Hoffman to accept the resolution to become a part of the North Madison County Public Library personnel policy on page 25 as number 42 to read: Any retired staff or former member of Board of Trustees, who has completed at least one complete term of the North Madison County Public Library System, will retain lifetime privileges for use of the library and its services without charge, no matter where their place of residence may be. The motion passed.

NEW BUSINESS

2001 Wage Schedule – A motion was made by Pam Bohlander to approve our 2001 wage schedule to show a four percent increase of salaries. It was seconded by Jerry Kaiser and passed by the members.

Reciprocal Borrowing Covenant Form – A motion was made by David Hoffman to approve the written Reciprocal Borrowing Covenant, seconded by Pam Bohlander and passed by the members.

T-1 Line – Beverly Austin explained how the T-1 line would benefit the library, including being able to access the library's card catalogue from home. She also explained the finances that would be involved which are estimated at \$6524.40. If we accept the T-1 line from the Indiana State Library it is free for the first year. A motion was made to proceed with the T-1 line by Jerry Kaiser, seconded by David Hoffman and passed by the members.

Elwood Arch – A motion was made by David Hoffman to share half the cost with the Elwood School System to tuck-point the arch. The total cost will be approximately \$3000. The motion was seconded by Jerry Kaiser and passed.

Carolyn Lambertson reported how the plans for the Hazelbaker Library genealogy section are proceeding. It will be finished in sections and paid for out of their gift fund. Their new computer section is up and running. She will be having an Ice Cream Social Friday, July 14 as part of their summer reading program, which is proceeding with much success. In the fall children will need to sign up for story time sessions.

Director's report – Jamie Scott is working on a way that patrons will be required to use a library card when they access computers so the staff will have a better handle on who has used the computer and when. Paul Rice has removed the graffiti from our cement columns. Budget committee meeting on July 24, 2000 at 2:00; members are asked to call by July 20 if they will be attending. Diana and Bev will be meeting with the county on August 1 to go over the budget. At the August 7 meeting the budget will need to be approved. August 28 is the public meeting. At the September 11 meeting the budget will need to be adopted. Several staff members will be attending workshops on computer

training and reference on the Internet. Bev will be attending a New Director's workshop on July 18, 2000. Summer reading programs are going great.

The August meeting will be held at Elwood on August 7, 2000 at 6:30pm.

Pam Bohlander made a motion to adjourn at 8:00, Betty Caldwell second and it passed.

<u>Amela Bohlander</u>	<u>David Hoffman</u> David Hoffman
<u>Sharon Pace</u>	<u>Kevin Dipe</u>
<u>Betty Caldwell</u>	<u>Cindy Powell</u>
	<u>Jerry Kaiser</u>



Melton™
Classics
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the architectural millwork products

Copy to
Mrs. Beverly
Austin
Elwood Library

July 6, 2000

Mr. Joel P. Blum, AIA
The InterDesign Group
141 east Ohio Street
Indianapolis, IN 46204

Dear Mr. Blum,

Please accept our apologies for our slow response. However, the claim we received from the library has been reviewed and closed for the condition described by Ms. Helping in her claim. She complained of "deterioration", and a radial crack at the bottom of the column. She did not mention, nor do her photos show, peeling paint or grain raise as you mentioned. In any event, none of these conditions are a manufacturing defect, and would not be a matter in which we should be involved regarding a warranty issue.

The cracks she described are not a manufacturing defect either. It appears that a splice has been added to the column in the field, by others, to add to the overall height of the column. It is possible that the column was cut too short in error, and a part of the cut off portion of the shaft added to increase the overall height. The condition shown in the photos is not a factory joint. The other joint separations shown are the joint where the columns were split for reassembly which is also not a warranted issue since we have no control over the method used to rejoin the halves.

I mentioned the ventilation to Ms. Helping to let her know that the columns were not installed within our warranty guidelines so that that condition could be repaired prior to any further damage being done. The soffit vents you describe are insufficient to properly ventilate the column, and do not satisfy our warranty requirements. The only method recommended by any manufacturer I am aware of is the recessed beam method which we also recommend (see our installation instructions and catalog for a detail). A lack of ventilation has likely helped the field scab joint show up now rather than later, but they all eventually do show.

Again, we regret that your customer has experienced a problem with one of our columns, but the conditions for which she has filed her claim are not manufacturing defects. In addition, she has a nonconforming installation. Please refer to my earlier letter regarding the repair of the problems she has experienced. Thank you for your business. Please let us know if we can be of further assistance.

Respectfully,

J. Mel Fuller, President

P.O. Box 465020 • Lawrenceville, Georgia 30042-5020 • (770) or (800) 963-3060 • FAX (770) 962-6988
EMAIL www.meltonclassics.com

GEL'S GLASS SERVICE, INC.

"If It's Glass - We Have It"

ELWOOD, INDIANA 46036
Phone 552-7333

NOBLESVILLE, INDIANA 46060
Phone 773-3741

PROPOSAL SUBMITTED TO Frankton Library	DATE 7/7/2000
ADDRESS	PHONE
	DATE OF PLANS
OWNER NAME AND LOCATION	ARCHITECT
	JOB PHONE

I hereby submit specifications and estimates, subject to all terms and conditions as set forth on both sides, as follows:

2 - 3'0 X 7'0 X 10' Entrance Package	2,184.30
2 - 92" X 98" Sidelites 2 - Section Frame with Insulating Glass	1,667.36
1 - 124 X 98 Section 2 - Section Frame with Insulating Glass	1,249.65
	5,101.31
Labor	1,200.00
	6,301.31
Tax	255.07
	\$6,556.38

Thermal Frame with Insulating Glass.

(Read Reverse Side)

We propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of: _____ dollars (\$ _____)

Note: This proposal may be withdrawn by us if not accepted within 90 days.

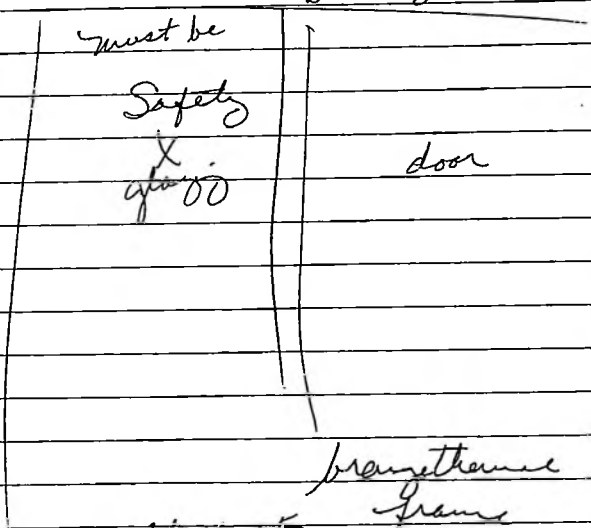
Authorized Signature *Donald R. Light*

Accepted: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____
Signature _____

*Center handle regular
of transom regular*

Libray



clear insulating glass

RESOLUTION:

Be it resolved, that, any retired staff or former member of the Board of Trustees, retired, of the North Madison County Public Library System will retain lifetime privileges for use of the library and its services without charge, no matter where their place of residence may be.

This can become a part of the NMCPLS personnel policy on page 25 as #42 by doing the following:

Having a board member move:

I move this Resolution become a part of the NMCPLS personnel policy on page 25 as number 42 to read:

Any retired staff or former member of the Board of Trustees, retired, of the North Madison County Public Library System will retain lifetime privileges for use of the library and its services without charge, no matter where their place of residence may be.

RECIPROCAL BORROWING COVENANT

Whereas it is to the advantage of the people of Indiana that intellectual materials be accessible to them; and

Whereas public libraries have been developed to promote access to intellectual materials available in organized collections of such materials in locally supported public libraries; and

Whereas the parties to this agreement are desirous of fulfilling their obligations and purposes in this regard; do

Hereby covenant between them on behalf of the people in their library district to permit any person holding a valid resident borrower's card from any library which is a party to the Covenant access to circulating materials, such an arrangement being generally referred to as reciprocal borrowing, subject only to the conditions set forth here following:

1. Users of this arrangement are expected to:
 - a. Conform to the rules and regulations of the institution from which they borrow,
 - b. present a valid resident borrower's card issued by their local library as evidence of their eligibility for this service, and
 - c. pay promptly all delinquency charges which may accrue against them.
2. Participating libraries agree to assist each other, if necessary (on request) in recovering materials.
3. Participating libraries may limit this activity to specific classes of materials at their discretion, but are encouraged to provide unlimited access.

This Covenant becomes effective on the latest date shown below and shall remain in force until either party wishes it modified or canceled. A copy of this agreement shall be filed with the Indiana State Library upon signing, whereas to facilitate the compilation of a statewide listing of participating libraries.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

By _____
President, Board of Trustees Date

By _____
Director Date

RECIPROCATING LIBRARY

By: _____
President, Board of Trustees Date

By: _____
Director Date

The estimated costs associated with the acceptance of T-1 line from the Indiana State Library:

Preparing the computers to accept T-1:

➤ Networking of computers	\$178.00 + making of cables
➤ Firewall Software Cyberwall Plus – IP With window NT workstation	\$2452.00
➤ Annual Maintenance Subscription to keep Fire wall software current	\$500.00
➤ Pentium 700 Computer	\$1252.00
	<hr/>
	\$4382.00

Breaking of three year Centrex contract with Ameritech:

➤ Keeping 11 lines	\$1670.40
➤ Plus cost to add 2 of those lines to telephone system	\$ 472.00
➤ Keeping 7 lines	\$3967.20

Total Costs

➤ 11 lines	\$6524.40
➤ 7 lines	\$8349.20

Register Of Claims

North Madison County Public Library System

Report Date: From 6/13/00 To 7/10/00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	415	EFTPS		Empl.Share FICA&Medicare	\$1,003.70	6/21/00	P/R ENDING 6/17/00
			FICA	Payroll Deductions	\$813.45		
			Federal Taxes Withheld	Payroll Deductions	\$1,482.29		
			Medicare	Payroll Deductions	\$190.25		
				Total this claim	<u>\$3,489.69</u>		
0	414	PAYROLL		Salary of Assistants	\$12,463.59	6/21/00	PAYROLL
				Wages of Janitor	\$656.86		
				Total this claim	<u>\$13,120.45</u>		
0	432	JUST WRIGHT		Elwood Adult Programing	(\$573.75)	6/26/00	REVERSE VOUCHER 409 CHECK # 0
			Gift	Elwood Adult Programing	\$573.75		OF WRONG FUND NUMBER
				Total this claim	<u>\$0.00</u>		
0	434	PAYROLL		Salary of Assistants	\$12,402.89	7/5/00	PAYROLL
				Wages of Janitor	\$653.20		
				Total this claim	<u>\$13,056.09</u>		
0	435	EFTPS	Medicare	Payroll Deductions	\$189.32	7/5/00	P/R ENDING 7/1/00
				Empl.Share FICA&Medicare	\$998.79		
			FICA	Payroll Deductions	\$809.47		
			Federal Taxes Withheld	Payroll Deductions	\$1,488.51		
				Total this claim	<u>\$3,486.09</u>		
1053	441	NOLEN-WEBB COMMUNICATI	Gift	Professional Services	\$195.50	7/10/00	NEW LINES FOR COMPUTERS -HAZE SERVICE ORDER #1363
				Total this claim	<u>\$195.50</u>		
1054	442	COOK ELECTRIC, INC.	Gift	Professional Services	\$732.50	7/10/00	INSTALL POWER POLE - HAZELBAKE INVOICE # 2196
				Total this claim	<u>\$732.50</u>		
19143	420	AMERICAN ELECTRIC POWER		Electricity	\$1,380.19	6/21/00	SERVICE PERIOD 5/15/00-6/14/00 ELWOOD
				Total this claim	<u>\$1,380.19</u>		
19144	421	AMERITECH		Telephone & Telegraph	\$270.18	6/21/00	BILLING DATE JUNE 4, 2000
				Total this claim	<u>\$270.18</u>		

<i>Warrent 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>
19145	422	AT&T		Telephone & Telegraph	\$43.26	6/21/00	BILL DATE 6/3/00
				Total this claim	\$43.26		
19146	427	BEVERLY AUSTIN		Other Professional Services	\$673.08	6/21/00	SALARY ON CONTRACT 6/12/00 - 6/17/00
				Total this claim	\$673.08		
19147	428	CALL-LEADER		Advertising & Public Notices	\$13.00	6/21/00	CLASSIFIED AD
				Total this claim	\$13.00		
19148	418	CITY OF ELWOOD NON-REVE		Emp Cont Group Ins	\$979.07	6/21/00	INSURANCE PAYMENT
			Insurance	Emp Cont Group Ins	\$839.22		
				Total this claim	\$1,818.29		
19149	417	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	6/21/00	P/R ENDING 6/17/00
				Total this claim	\$195.00		
19150	416	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$954.87	6/21/00	STATE DEDUCTIONS FOR JUNE
			County Taxes Withheld	Payroll Deductions	\$242.15		
				Total this claim	\$1,197.02		
19151	424	INDIANA GAS COMPANY		Gas	\$65.33	6/21/00	SERVICE PERIOD 5/9/00 - 6/8/00
				Total this claim	\$65.33		
19152	425	INDIANA-AMERICAN WATER C		Water	\$39.79	6/21/00	SERVICE PERIOD 5/4/00-6/6/00
				Total this claim	\$39.79		
19153	426	LOREN'S SERVICE CENTER		Equipment/Maint.	\$15.60	6/21/00	REPAIR LAWNMOWER - OIL
				Fuel, Oil and Lubricants	\$5.25		
				Total this claim	\$20.85		
19154	419	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$586.33	6/21/00	P/R ENDING 6/17/00
				Total this claim	\$586.33		
19155	428	COSTUMES BY MARGIE		Elwood Adult Programing	\$42.50	6/26/00	COSTUME RENTAL FOR 4TH OF JUL
				Total this claim	\$42.50		
19156	430	KTG LABOR CONSULTANTS		Professional Meetings	\$90.00	6/26/00	SEMINAR ON LABOR LAWS - DIANA ATTENDING
				Total this claim	\$90.00		
19157	429	PAUL RICE		Other Operating Supplies	\$10.00	6/28/00	SUPPLIES TO CLEAN GRAFFITI OFF LIBRARY
				Total this claim	\$10.00		
19158	431	NATIONAL CITY BANK, INDIAN	Debt Service Fund	Land Buildings Improvements	121,000.00	6/26/00	SEMIANNUAL LEASE PAYMENT DUE 041000124
				Total this claim	\$121,000.00		

<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>
19159	433	PUBLIC EMP. RETIREMENT F		Emp Cont PERF	\$5,463.17	6/30/00	2nd Quarter PERF payment
			PERF	Payroll Deductions	\$1,821.13		
				Total this claim	\$7,284.30		
19160	438	BEVERLY AUSTIN		Other Professional Services	\$1,346.15	7/5/00	FOR PAY PERIOD 6/19/00-7/1/00
				Total this claim	\$1,346.15		
19161	436	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	7/5/00	P/R ENDING 7/1/00
				Total this claim	\$195.00		
19162	439	INDIANA GAS COMPANY		Gas	\$13.53	7/5/00	SERVICE PERIOD 5/17/00-6/16/00
				Total this claim	\$13.53		
19163	437	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$591.83	7/5/00	P/R ENDING 7/1/00
				Total this claim	\$591.83		
19164	440	TOWN OF FRANKTON		Electricity	\$80.40	7/5/00	BILLING DATE 6/22/00
				Water	\$8.72		
				Waste Disposal Services	\$21.77		
				Total this claim	\$110.89		
19165	444	A.E. BOYCE CO., INC.		Official Records	\$21.83	7/10/00	INVOICE # 228417
				Total this claim	\$21.83		
19166	445	AMERICAN ELECTRIC POWER		Electricity	\$440.86	7/10/00	SERVICE PERIOD 5/12/00-6/13/00 - S
				Total this claim	\$440.86		
19167	446	ANDREW HARPER		Professional Services	\$60.00	7/10/00	MOWING 4/29-5/31/00
				Total this claim	\$60.00		
19168	447	ARAB TERMITE & PEST CONT		Professional Services	\$46.00	7/10/00	INVOICE # 61390
				Total this claim	\$46.00		
19169	448	AT&T		Telephone & Telegraph	\$9.17	7/10/00	BILL DATE 6/21/00
				Total this claim	\$9.17		
19170	449	AUDIO VISUAL COMMUNICATI		Professional Services	\$119.00	7/10/00	JULY 2000 SERVICE AGREEMENT
				Total this claim	\$119.00		

Warrant Claim

Number

Number

Name of Claimant

Fund

Account

Amount

Date

Explanation

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
19171	496	BAKER & TAYLOR		Elwood Adult	\$1,963.16	7/10/00	
				Elwood Childrens	\$597.33		
				Elwood YA	\$251.82		
				Frankton	\$777.78		
				Summitville	\$389.71		
				Elwood AV	\$31.97		
				Other	\$50.40		
			Gift	Elwood Adult	\$19.57		
				Total this claim	\$4,081.74		
19172	451	BARBARA SNIPES		Traveling Expense	\$50.62	7/10/00	JUNE MILEAGE
				Total this claim	\$50.62		
19173	497	BINGHAM, FARRER & WILSON		Legal Services	\$124.50	7/10/00	
				Total this claim	\$124.50		
19174	450	BRACKEMYRE PUBLISHING		Elwood Adult	\$67.00	7/10/00	INVOICE # 1340
				Total this claim	\$67.00		
19175	495	BURNETTE - DELLINGER INC.		Official Bonds	\$100.00	7/10/00	BOND - ASST TREASURER - JERRY K
				Total this claim	\$100.00		
19176	460	CALL-LEADER		Advertising & Public Notices	\$26.50	7/10/00	CLASSIFIED AD - STUDENT PAGE
				Total this claim	\$26.50		
19177	491	CAREER TRACK		Professional Meetings	\$118.00	7/10/00	WORKSHOP MICROSOFT OFFICE - A GLENN S. & DIANA S.
				Total this claim	\$118.00		
19178	452	CAROLYN LAMBERTSON		Other Operating Supplies	\$19.84	7/10/00	PETTY CASH REIMBURSEMENT
				Summitville Programing	\$13.39		
				Postage & UPS	\$19.00		
				Total this claim	\$52.23		
19179	453	CINDA HORINE		Traveling Expense	\$16.80	7/10/00	MILEAGE
				Total this claim	\$16.80		
19180	454	CINTAS CORPORATION		Cleaning & Sanitation Supplies	\$33.85	7/10/00	INVOICE # 716409477
				Total this claim	\$33.85		
19181	455	CITY WATER & SEWAGE DEP		Water	\$128.04	7/10/00	BILLING DATE 6/25/00
				Total this claim	\$128.04		
19182	456	CONSOLIDATED PLASTICS C		Furniture & Equipment	\$133.86	7/10/00	INVOICE # 4429391
				Total this claim	\$133.86		

<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>
19183	443	COOK ELECTRIC, INC.		Professional Services	\$98.85	7/10/00	INVOICE # 2196 - SUMMITVILLE REPL
				Total this claim	\$98.85		
19184	494	COVEY INC.		Office Supplies	\$82.85	7/10/00	INVOICE # 1943
				Total this claim	\$82.85		
19185	457	DEMCO		Book Processing	\$52.62	7/10/00	INVOICE # 876478
				Total this claim	\$52.62		
19186	458	DIANA L. SHEPARD		Traveling Expense	\$8.40	7/10/00	MILEAGE
				Total this claim	\$8.40		
19187	459	EDWARDS ELECTRICAL & ME		Professional Services	\$284.50	7/10/00	INVOICE # 00018169
				Total this claim	\$284.50		
19188	461	EQUIFAX CITY DIRECTORY		Elwood Adult	\$202.50	7/10/00	INVOICE # 80911192
				Total this claim	\$202.50		
19189	462	FILIP, INC.		Cleaning & Sanitation Supplies	\$27.83	7/10/00	INVOICE # 92607
				Total this claim	\$27.83		
19190	463	FRANKTON-LAPEL COMMUNIT		Frankton Programing	\$22.50	7/10/00	FOR FRANKTON SUMMER READING
				Total this claim	\$22.50		
19191	464	GALE GROUP	Gift	Elwood Adult	\$449.81	7/10/00	INVOICE # 9922057, 9928220, 999343
				Summitville	\$98.01		
				Total this claim	\$547.82		
19192	492	GAYLORD BROS.		Furniture & Equipment	\$386.66	7/10/00	DISPLAY TACKBOARD
				Total this claim	\$386.66		
19193	465	GREEN ACRES		Land Buildings Improvements	\$161.50	7/10/00	INVOICE # 567939 - MULCH
				Total this claim	\$161.50		
19194	493	GRUNAU COMPANY		Professional Services	\$245.00	7/10/00	QUARTERLY FIRE SPRINKLER INSPE
				Total this claim	\$245.00		
19195	466	GTE		Telephone & Telegraph	\$115.93	7/10/00	CHARGES DUE 7/21/00
				Total this claim	\$115.93		
19196	467	HARPER'S CARPET CLEANIN		Professional Services	\$80.00	7/10/00	CARPET CLEANING AT FRANKTON
				Total this claim	\$80.00		
19197	469	HORTON'S & SONS OF ELWO		Furniture & Equipment	\$228.28	7/10/00	INVOICE # 2287296, 2286895 SWEEPER FOR SUMMITVILLE
				Total this claim	\$228.28		

<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>
19198	468	HP PRODUCTS		Other Operating Supplies	\$74.38	7/10/00	INVOICE # 394517
				Total this claim	\$74.38		
19199	470	INCOLSA		Professional Meetings	\$360.00	7/10/00	VARIOUS WORKSHOPS
				Total this claim	\$360.00		
19200	471	INDIANA GAS COMPANY		Gas	\$11.98	7/10/00	SERVICE FOR 5/30/00-6/28/00 SUMMITVILLE
				Total this claim	\$11.98		
19201	472	INDIANA HISTORICAL SOCIET		Elwood Indiana Room	\$150.53	7/10/00	INVOICE # 09519
				Total this claim	\$150.53		
19202	474	INDIANA HISTORICAL SOCIET		Elwood Period. & News.	\$30.00	7/10/00	MEMBERSHIP RENEWAL
				Total this claim	\$30.00		
19203	473	INDIANA STATE LIBRARY	PLAC	Other	\$144.00	7/10/00	PLAC 2ND QUARTER, 2000 PAYMENT
				Total this claim	\$144.00		
19204	475	INFO USA MARKETING, INC.		Summitville	\$273.00	7/10/00	INVOICE # 24-170228
				Total this claim	\$273.00		
19205	477	K MART		Other Operating Supplies	\$85.93	7/10/00	VARIOUS INVOICES
				Summitville AV	\$102.86		
				Total this claim	\$188.79		
19206	476	K-MART		Frankton Programing	\$71.02	7/10/00	FRANKTON SUMMER READING
				Total this claim	\$71.02		
19207	478	KNOWLEDGE SHOPPE, THE		Frankton Programing	\$14.48	7/10/00	FRANKTON SUMMER READING
				Total this claim	\$14.48		
19208	479	LEISURE ARTS		Frankton	\$29.91	7/10/00	GOOSEBERRY PATCH CHRISTMAS II
				Total this claim	\$29.91		
19209	480	LEXIS LAW PUBLISHING		Elwood Adult	\$414.17	7/10/00	INVOICE # N93715, N86527
				Total this claim	\$414.17		
19210	481	LIBRARY VIDEO COMPANY		Summitville AV	\$898.28	7/10/00	INVOICE # C00125730001
				Total this claim	\$898.28		
19211	482	LUCENT TECHNOLOGIES		Professional Services	\$137.64	7/10/00	SERVICE AGREEMENT
				Total this claim	\$137.64		
19212	483	MARVIN SAUBERT		Professional Services	\$420.00	7/10/00	LAWN CARE FOR SUMMITVILLE
				Total this claim	\$420.00		

<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>
19213	484	MIDWEST TAPE		Frankton AV	\$239.94	7/10/00	VARIOUS INVOICES
				Elwood AV	\$806.56		
				Total this claim	\$1,046.50		
19214	485	QUILL CORPORATION		Office Supplies	\$258.63	7/10/00	INVOICE # 8583314, 8652341, 876684,
				Technology Equipment	\$79.98		
				Total this claim	\$338.61		
19215	486	RADIO SHACK		Technology Equipment	\$27.95	7/10/00	INVOICE # 1790020
				Total this claim	\$27.95		
19216	498	RAMSAY BUSINESS PRODUC		Office Supplies	\$163.31	7/10/00	
				Total this claim	\$163.31		
19217	487	RIEGEL'S		Professional Services	\$12.50	7/10/00	INVOICE # 7699
				Total this claim	\$12.50		
19218	488	S & S WORLDWIDE		Elwood Children's Programing	\$14.69	7/10/00	INVOICE # 3273703, 3241551, 322823
				Frankton Programing	\$80.70		
				Summitville Programing	\$29.97		
				Total this claim	\$125.36		
19219	489	UPSTART		Elwood Children's Programing	\$38.25	7/10/00	INVOICE # 6251470-001
				Total this claim	\$38.25		
19220	490	VIKING OFFICE PRODUCTS		Office Supplies	\$52.32	7/10/00	INVOICE # 722118, 735811 CREDIT MEMO # 747902
				Total this claim	\$52.32		

Warrant Claim
Number Number

Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$184,265.06

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.

Friday, July 07, 2000

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 10 day of July, 19 2000.

Paula Schlander
Sharon A. Pope
David R. H. M.

Jerry Kauer
Bettie Caldwell

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	JULY 1999	JULY 2000	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	3419	3314	-105	-3%	21522
JUVENILE	2522	2334	-188	-7%	14927
Y. A.	197	233	36	18%	1150
PERIOD.	639	480	-159	-25%	3432
AUDIO	224	281	57	25%	1677
VIDEO	2317	2010	-307	-13%	14499
TOTAL	9318	8652	-666	-7%	57207
FRANKTON					
ADULT	1064	971	-93	-9%	7083
JUVENILE	1038	789	-249	-24%	5141
Y. A.	25	46	21	84%	286
PERIOD.	282	267	-15	-5%	2005
AUDIO	13	31	18	138%	247
VIDEO	903	999	96	11%	5852
TOTAL	3325	3103	-222	-7%	20614
HAZELBAKER					
ADULT	708	683	-25	-4%	4771
JUVENILE	695	752	57	8%	4397
Y. A.	41	36	-5	-12%	237
PERIOD.	154	100	-54	-35%	1037
AUDIO	43	27	-16	-37%	314
VIDEO	517	360	-157	-30%	3368
TOTAL	2158	1958	-200	-9%	14124
SYSTEM					
ADULT	5191	4968	-223	-4%	33376
JUVENILE	4255	3875	-380	-9%	24465
Y. A.	263	315	52	20%	1673
PERIOD.	1075	847	-228	-21%	6474
AUDIO	280	339	59	21%	2238
VIDEO	3737	3369	-368	-10%	23719
TOTAL	14801	13713	-1088	-7%	91945
TRAFFIC					
	ELWOOD	FRANKTON	HAZELBAK.		
REF.	9859	2154	1305		
ASSITS.	43	101	60		
COMP A.	2551	592	670		
J.	782	255	198		
J.	995	N/A	254		
PROG. A.	3 / 41	4 / 10	4 / 20		
J.	24 / 282	3 / 24	10 / 250		

Type	Sending	Receiver	TX/RX Time	Pages	Note
Aug-02	3:44 PM	CALI_LEADER	51#	1	OK

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
ELWOOD PUBLIC LIBRARY
AUGUST 7, 2000

Regular Meeting
7:00PM

CALL TO ORDER
 CALL FOR QUORUM
 PRESENTATION TO RETIRING BOARD MEMBER Linda Sizelove
 MINUTES

CLAIMS REGISTER & CHECKS
 OLD BUSINESS

1. Frankton-
2. Elwood-
3. Reciprocal borrowing agreements signed

NEW BUSINESS

1. Approve 2001 budget for publication
2. Insurance
3. Donations to FOL for August sale
4. Public Purchase Policy

DIRECTOR'S REPORT:
 ADJOURN

Post-it® Fax Note	7671	Date	8/2/00	# of pages	▶
To		From	Diana Shepard		
Co./Dept.		Co.			
Phone #		Phone #	Please publish		
Fax #		Fax #	Friday or Saturday		

Post-it® Fax Note	7671	Date	8/2/00	# of pages	▶
To		From	Sandy Burton		
Co./Dept.		Co.			
Phone #		Phone #			
Fax #		Fax #	Please publish Fri or Sat		

August 7, 2000

No executive meeting was held.

TRANSACTION REPORT

Aug-02-00 Wed 3:41 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Aug-02	3:41 PM	HERALD_BULLETIN	28s	1	OK

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees Regular Meeting
August 7, 2000
7:00pm

Linda Sizelove was present in order to receive a thank you token from the Board for her ten years of service and dedication as a member of the North Madison County Public Library Board of Trustees. Thank you Linda.

CALL TO ORDER

President Sharan Pace called a meeting of the North Madison County Public Library System Board of Trustees to order at 7:00pm in the Indiana Room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Pace were Betty Caldwell, David Hoffman, Pam Bohlander, Cindy Powell and Kevin Sipe. Jerry Kaiser was absent. Also present were Director Beverly Austin and Diana Shepard.

MINUTES were approved with a motion from Kevin Sipe, seconded by David Hoffman and passed.

CLAIMS REGISTER AND CHECKS

Claims register was signed and Treasurer Pam Bohlander signed checks.

OLD BUSINESS

Doors Frankton – Director Austin reported that she had talked with Assistant Chief Brad Stewart of the Elwood Fire Department on Monday, July 17, 2000. Mr. Stewart contacted the State Fire Marshal and the doors at Frankton do meet Fire Codes. The Fire Code is based on the type of use and the average number of library users in an hour. Kevin Sipe made a motion that since the doors meet Fire Code we not replace them. The motion was seconded by Pam Bohlander and passed by the members.

Elwood Tree – Mr. Bogard will take down the tree for \$400 to \$450. Mr. Bogard thinks that the tree needs to be taken down because too much of the tree would be gone if it is trimmed. Bev is to request that the tree be taken down to the ground with no stump showing. A motion was made by Pam Bohlander for Mrs. Austin to contact Mr. Bogard and have him take down the tree, seconded by Cindy Powell and passed.

Elwood Locks – Bev reported that she contacted the home office of Sargent Locks, Mr. Belcher was here within 24 hours. Mr. Belcher is to come this week to fix the door locks so that there is a key to get in the outside doors and another key will fit everything else. He is also to take care of the sticking doors and repair the handicap doors so that they can open without the door punch.

Reciprocal borrowing – President Pace signed the reciprocal borrowing covenant so that it can be sent to Alexandria and Pendleton to be signed by their director and Board President. The state now wants the reciprocal borrowing covenant to be in writing.

NEW BUSINESS

2001 Budget – After discussion of the changes that were made over the 2000 budget, the 2001 Budget was approved as presented with a motion made by David Hoffman, seconded by Kevin Sipe and passed by the Board Members.

Insurance – Negligence insurance for the library would increase premiums by \$500 for each \$1 million of coverage. Coverage of current Board Members was also discussed. A motion was made by David Hoffman to table this matter until further information can be obtained, seconded by Cindy Powell and passed.

Donations to Friends of the Library – A motion was made by David Hoffman to donate withdrawn books and miscellaneous items to the Friends of the Library. The motion passed after a second by Betty Caldwell.

Public Purchase Policy – A motion was made by David Hoffman to adopt the Public Purchasing Policy, seconded by Kevin Sipe and passed by the members.

Director's report – Public hearing on August 28, 2000 at 7:00pm. Our next board meeting will be on September 11 to adopt the budget. The meeting on August 1 with State Board of Tax Commissioners went well. Bev met with the director of Tipton Library to get acquainted. Both branches would like the board to consider hiring a high school page that would work ten hours per week, possibly 5-7pm each day so there would be two employees in the library in the evenings.

The meeting was adjourned at 8:00pm with a motion from David Hoffman, seconded by Cindy Powell and passed.

David Hoffman
David Hoffman, Secretary

Betty Caldwell

Kevin M. Sipe

Cindy M. Powell

Sharan Pace

Jerry Kaiser

Pamela L. Bohlander

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
2000 BUDGET HEARING
August 23, 1999
7:00pm

CALL TO ORDER

President Pam Bohlander called the Budget 2000 Hearing to order at 7:00pm August 23, 1999 in the Elwood Library meeting room.

CALL FOR QUORUM

Present with Director Bohlander were: Sharan Pace, David Hoffman, Linda Sizelove and Interim Director Jan Helping.

BUSINESS

President Bohlander asked for any public comment regarding the 2000 budget. There was none. A motion was made by David Hoffman to approve the 2000 budget as presented. Sharan Pace seconded and the motion passed unanimously.

Linda Sizelove made a motion to adjourn at 7:15pm.

Betty Caldwell
Cindy M. Powell
Jerry Kauer

David Hoffman
David Hoffman, Secretary
Kevin Mexico
Sharan Pace
Pamela L. Bohlander

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
2001 BUDGET HEARING
Elwood Public Library
August 28, 2000
7:00pm

CALL TO ORDER

President Sharan Pace called the Budget 2001 Hearing to order at 7:00 pm August 28, 2000 in the Elwood Library meeting room.

CALL FOR QUORUM

Present with President Pace were Betty Caldwell, Pam Bohlander, David Hoffman, Cindy Powell, Director Beverly Austin and Diana Shepard.

BUSINESS

Director Austin read the 2001 Budget estimate and tax levies. Sharan Pace asked for any public comment regarding the 2001 budget. There was no public comment. At 7:15 a motion was made by David Hoffman and seconded by Cindy Powell to adjourn the meeting. The motion was passed by the members.

David Hoffman, Secretary

TRANSACTION REPORT

Aug-09-00 Wed 4:00 PM

Type	Sending				
Date	Start	Receiver	TX/RX Time	Pages	Note
Aug-09	3:59 PM	FRANKTON	1m 9s	2	OK

TRANSACTION REPORT

Aug-09-00 Wed 4:02 PM

Type	Sending				
Date	Start	Receiver	TX/RX Time	Pages	Note
Aug-09	4:01 PM	SUMMIVILLE	54s	2	OK

Register Of Claims
North Madison County Public Library System
Report Date: From 7/11/00 To 8/7/00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	517	PAYROLL		Salary of Assistants	\$11,757.74	8/2/00	PAYROLL
				Wages of Janitor	\$616.60		
				Total this claim	\$12,374.34		
0	500	PAYROLL		Salary of Assistants	\$12,727.23	7/19/00	PAYROLL
				Wages of Janitor	\$623.92		
				Total this claim	\$13,351.15		
0	518	EFTPS		Empl.Share FICA&Medicare	\$946.63	8/2/00	P/R ENDING 7/29/00
			FICA	Payroll Deductions	\$767.19		
			Federal Taxes Withheld	Payroll Deductions	\$1,384.21		
			Medicare	Payroll Deductions	\$179.44		
				Total this claim	\$3,277.47		
0	516	MEIJER, INC.		Bldg. Matl. And Supplies	\$19.99	7/19/00	SEALANT BOUGHT WITH BANK CAR
				Total this claim	\$19.99		
0	515	CINDA HORINE		Traveling Expense	(\$16.80)	7/19/00	TO VOID CHECK # 019106
				Total this claim	(\$16.80)		
0	502	EFTPS		Empl.Share FICA&Medicare	\$1,021.34	7/19/00	P/R ENDING 7/15/00
			FICA	Payroll Deductions	\$827.75		
			Federal Taxes Withheld	Payroll Deductions	\$1,525.55		
			Medicare	Payroll Deductions	\$193.59		
				Total this claim	\$3,568.23		
19221	507	AMERICAN ELECTRIC POWER		Electricity	\$469.76	7/19/00	SERVICE PERIOD 6/13/00-7/13/00
				Total this claim	\$469.76		
19222	508	AMERITECH		Telephone & Telegraph	\$242.67	7/19/00	6/5/00-7/4/00
				Total this claim	\$242.67		
19223	509	ANDREW HARPER		Professional Services	\$40.00	7/19/00	MOWING MONTH OF JUNE
				Total this claim	\$40.00		
19224	510	AT&T		Telephone & Telegraph	\$4.05	7/19/00	020 652 2137 001
				Telephone & Telegraph	\$27.11		030 080 4064 001
				Total this claim	\$31.16		

<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>
19225	501	BEVERLY AUSTIN		Other Professional Services	\$1,346.15	7/19/00	PAY PERIOD ENDING 7/15/00
				Total this claim	\$1,346.15		
19226	514	CINDA HORINE		Traveling Expense	\$16.80	7/19/00	TO REPLACE CHECK # 019106 VOUCHER WAS LOST
				Total this claim	\$16.80		
19227	506	CITY OF ELWOOD NON-REVE		Emp Cont Group Ins	\$979.07	7/19/00	P/R ENDING 7/15/00
			Insurance	Emp Cont Group Ins	\$839.22		
				Total this claim	\$1,818.29		
19228	504	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	7/19/00	P/R ENDING 7/15/00
				Total this claim	\$195.00		
19229	503	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$906.27	7/19/00	PAYMENT FOR MONTH OF JULY
			County Taxes Withheld	Payroll Deductions	\$242.20		
				Total this claim	\$1,148.47		
19230	511	INDIANA GAS COMPANY		Gas	\$30.10	7/19/00	SERVICE PERIOD 6/8/00 - 7/10/00
				Total this claim	\$30.10		
19231	512	INDIANA-AMERICAN WATER C		Water	\$37.15	7/19/00	SERVICE PERIOD 6/6/00-7/6/00
				Total this claim	\$37.15		
19232	505	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$585.55	7/19/00	P/R ENDING 7/15/00
				Total this claim	\$585.55		
19233	513	MARCUS LEHMANN		Elwood Children's Programing	\$275.00	7/19/00	CLOSING DAY ELWOOD SUMMER RE 8/5/00
				Total this claim	\$275.00		
19234	519	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	8/2/00	P/R ENDING 7/29/00
				Total this claim	\$195.00		
19235	521	JAMIE B. SCOTT		Traveling Expense	\$55.72	8/2/00	MILEAGE 6/22/00 - 7/11/00
				Total this claim	\$55.72		
19236	520	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$586.65	8/2/00	P/R ENDING 7/29/00
				Total this claim	\$586.65		
19237	522	SHARON FOUTS		Cleaning & Sanitation Supplies	\$12.00	8/2/00	PETTY CASH REIMBURSEMENT
				Fuel, Oil and Lubricants	\$10.61		
				Postage & UPS	\$7.92		
				Other Operating Supplies	\$11.40		
				Total this claim	\$41.93		

<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>
19238	523	BEVERLY AUSTIN		Other Professional Services	\$1,346.15	8/2/00	PAY PERIOD ENDING 7/29/00
				Total this claim	\$1,346.15		
19239	524	AMERICAN ELECTRIC POWER		Electricity	\$1,562.24	8/7/00	SERVICE PERIOD 6/14-7/14 ELW
				Total this claim	\$1,562.24		
19240	525	AMERICAN STATES INSURAN		Insurance	\$6,796.00	8/7/00	WORKERS COMP AND COMMERCIAL
				Total this claim	\$6,796.00		
19241	533	AMERITECH		Telephone & Telegraph	\$345.47	8/7/00	BILLING DATE 7/25/00
				Total this claim	\$345.47		
19242	526	ARAB TERMITE & PEST CONT		Professional Services	\$92.00	8/7/00	
				Total this claim	\$92.00		
19243	574	AT&T		Telephone & Telegraph	\$11.42	8/7/00	BILLING DATE 7/21/00
				Telephone & Telegraph	\$33.97		
				Total this claim	\$45.39		
19244	534	AUDIO VISUAL COMMUNICATI		Professional Services	\$119.00	8/7/00	SERVICE AGREEMENT FOR AUGUST
				Total this claim	\$119.00		
19245	577	BAKER & TAYLOR		Elwood Adult	\$2,103.81	8/7/00	VAROUS INVOICES
				Elwood Childrens	\$589.68		
				Elwood YA	\$33.84		
				Frankton	\$535.16		
				Summitville	\$728.95		
				Elwood AV	\$103.65		
				Other	\$19.71		
				Total this claim	\$4,114.80		
19246	527	BARBARA MCADAMS		Traveling Expense	\$12.32	8/7/00	MILEAGE CLAIM FOR JUNE
				Total this claim	\$12.32		
19247	528	BARBARA SNIPES		Traveling Expense	\$37.97	8/7/00	MILEAGE FOR JULY
				Total this claim	\$37.97		
19248	529	BORDERS BOOK SHOP		Elwood YA	\$47.08	8/7/00	ACCOUNT # 6032890160169
				Total this claim	\$47.08		
19249	531	CAROLYN LAMBERTSON		Traveling Expense	\$8.40	8/7/00	MILEAGE 8/1/00
				Total this claim	\$8.40		

<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>
19250	532	CINTAS CORPORATION		Cleaning & Sanitation Supplies	\$29.70	8/7/00	ELWOOD & SUMMITVILLE
				Cleaning & Sanitation Supplies	\$33.30		
				Total this claim	\$63.00		
19251	535	CITY WATER & SEWAGE DEP		Water	\$126.34	8/7/00	BILLING DATE 7/25/00
				Total this claim	\$126.34		
19252	536	CONSOLIDATED PLASTICS C		Furniture & Equipment	\$153.70	8/7/00	INVOICE # 4456637
				Total this claim	\$153.70		
19253	537	COVEY INC.		Office Supplies	\$18.95	8/7/00	INVOICE # 1963
				Total this claim	\$18.95		
19254	538	D&G SIGN AND LABEL		Other Operating Supplies	\$34.75	8/7/00	INVOICE # N265214-01
				Total this claim	\$34.75		
19255	539	DEMCO		Elwood Adult Programing	\$94.95	8/7/00	INVOICE # 892301
				Elwood Adult Programing	\$55.60		
				Postage & UPS	\$6.10		
				Total this claim	\$156.65		
19256	540	DIANA L. SHEPARD		Traveling Expense	\$36.40	8/7/00	MILEAGE
				Total this claim	\$36.40		
19257	541	EDWARDS ELECTRICAL & ME		Professional Services	\$387.00	8/7/00	INVOICE # 00022065
				Total this claim	\$387.00		
19258	530	ELWOOD PUBLISHING CO.		Advertising & Public Notices	\$115.00	8/7/00	WELCOME TO FRANKTON AD
				Total this claim	\$115.00		
19259	542	FILIP, INC.		Cleaning & Sanitation Supplies	\$27.86	8/7/00	INVOICE # 92607-1
				Cleaning & Sanitation Supplies	\$27.86		
				Total this claim	\$55.72		
19260	543	GALE GROUP		Elwood Adult	\$309.56	8/7/00	INVOICE # 10055279, 10094420
				Total this claim	\$309.56		
19261	544	GENEALOGICAL PUBLISHING		Elwood Indiana Room	\$34.95	8/7/00	INVOICE # 7001228
				Total this claim	\$34.95		
19262	575	GTE		Telephone & Telegraph	\$356.89	8/7/00	BILLING DATE 7/25/00
				Total this claim	\$356.89		
19263	546	HORTON'S & SONS OF ELWO		Other Operating Supplies	\$4.19	8/7/00	ORDER # 2293586
				Total this claim	\$4.19		

<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>
19264	547	INCOLSA		Professional Meetings	\$14.00	8/7/00	BOOKKEEPING WORKSHOP 2000 INCOLSA OFFICE
				Total this claim	\$14.00		
19265	548	INDIANA GAS COMPANY		Gas	\$11.27	8/7/00	SERVICE DUE AUGUST
				Gas	\$12.07		
				Total this claim	\$23.34		
19266	549	INDIANA HISTORICAL SOCIET	Gift	Elwood Adult	\$12.00	8/7/00	INVOICE # 09884 - APPRECIATION GI
				Elwood Adult	\$12.00		
				Total this claim	\$24.00		
19267	550	INDYNET		Telephone & Telegraph	\$131.10	8/7/00	
				Total this claim	\$131.10		
19268	576	INSPIRATIONAL BOOK DISTRI		Elwood Adult	\$10.29	8/7/00	INVOICE # 18953
				Total this claim	\$10.29		
19269	551	K MART		Summitville AV	\$117.58	8/7/00	VARIOUS INVOICES
				Summitville Programing	\$21.94		
				Elwood Children's Programing	\$66.14		
				Elwood Adult Programing	\$7.98		
				Elwood Adult	\$16.86		
				Elwood AV	\$101.90		
				Other Operating Supplies	\$174.89		
				Total this claim	\$507.29		
19270	552	LAURIE DeLONG		Other	\$15.60	8/7/00	REFUND ON RETURNED BOOK PAID \$21.60 LESS FINE OF \$6.00
				Total this claim	\$15.60		
19271	553	LEXIS PUBLISHING		Elwood Adult	\$104.47	8/7/00	INVOICE # 54970
				Total this claim	\$104.47		
19272	554	LIBRARY STORE INC., THE		Book Processing	\$172.61	8/7/00	INVOICE # 250464
				Total this claim	\$172.61		
19273	555	LIBRARY VIDEO COMPANY		Summitville AV	\$49.90	8/7/00	INVOICE # C00125730002
				Total this claim	\$49.90		
19274	556	LUCENT TECHNOLOGIES		Professional Services	\$137.64	8/7/00	SERVICE AGREEMENT
				Total this claim	\$137.64		
19275	557	MANIFOLD REFUSE, INC.		Waste Disposal Services	\$54.00	8/7/00	TRASH SERVICE THIRD QUARTER
				Total this claim	\$54.00		

<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>
19276	558	MARSH SUPERMARKET		Summitville Programing	\$50.22	8/7/00	SUMMITVILLE SUMMER READING
				Total this claim	\$50.22		
19277	560	MARVIN SAUBERT		Professional Services	\$226.00	8/7/00	LAWN SERVICE FOR JULY - SUMMIT
				Total this claim	\$226.00		
19278	559	MIDWEST TAPE		Frankton AV	\$319.88	8/7/00	VARIOUS INVOICES
				Elwood AV	\$594.70		
				Total this claim	\$914.58		
19279	561	NATIONAL HISTORICAL PUBLI		Elwood Indiana Room	\$508.50	8/7/00	INVOICE # 017669
				Total this claim	\$508.50		
19280	562	OXFORD UNIVERSITY PRESS		Elwood Adult	\$104.56	8/7/00	INVOICE # 79412335
				Total this claim	\$104.56		
19281	563	PURCHASE POWER		Postage & UPS	\$319.00	8/7/00	
				Total this claim	\$319.00		
19282	564	QUILL CORPORATION		Office Supplies	\$699.69	8/7/00	INVOICE # 9022067, 9166555, 928926
				Elwood Indiana Room	\$399.98		
				Total this claim	\$1,099.67		
19283	566	RALPH MALEY		Traveling Expense	\$42.28	8/7/00	MILEAGE 3/22/00 - 7/31/00
				Total this claim	\$42.28		
19284	565	RAMSAY BUSINESS PRODUC		Office Supplies	\$128.11	8/7/00	STATEMENT DATE 7/31/00
				Total this claim	\$128.11		
19285	567	S & S WORLDWIDE		Elwood Children's Programing	\$4.84	8/7/00	INVOICE # 3321406, CREDIT MEMO 2
				Total this claim	\$4.84		
19286	568	SENTIMENTAL PRODUCTIONS		Elwood AV	\$79.95	8/7/00	INVOICE # 38878
				Total this claim	\$79.95		
19287	569	SHARON FOUTS		Postage & UPS	\$26.07	8/7/00	PETTY CASH REIMBURSEMENT
				Professional Meetings	\$20.49		
				Total this claim	\$46.56		
19288	570	SPECIALTY STORE SERVICES		Book Processing	\$85.92	8/7/00	INVOICE # 787325
				Total this claim	\$85.92		
19289	571	STATE CHEMICAL MANUFACT		Cleaning & Sanitation Supplies	\$114.56	8/7/00	INVOICE # 90810409
				Total this claim	\$114.56		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
19290	545	THOMSON INDIANA		Elwood Period. & News.	\$78.00	8/7/00	ACCOUNT # 212505 26 WEEKS
				Total this claim	\$78.00		
19291	572	TOWN OF FRANKTON		Electricity	\$122.76	8/7/00	BILLING DATE 7/22/00
				Water	\$7.40		
				Waste Disposal Services	\$9.86		
				Total this claim	\$140.02		
19292	573	US OFFICE PRODUCTS		Professional Services	\$95.00	8/7/00	INVOICE # FS05CM5837
				Total this claim	\$95.00		
Total Amount of Claims					\$61,351.71		

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, August 07, 2000

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 _____ day of _____, 19____.

<u>Amula Bellender</u>	<u>Sharon Pace</u>	_____
<u>Kevin [unclear]</u>	<u>Betty Caldwell</u>	_____
<u>David R. Hoffman</u>	<u>Cindy Powell</u>	_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	AUG 1999	AUG 2000	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	3282	3176	-106	-3%	24698
JUVENILE	2017	1910	-107	-5%	16837
Y. A.	179	169	-10	-6%	1319
PERIOD.	449	485	36	8%	3917
AUDIO	232	185	-47	-20%	1862
VIDEO	2169	1907	-262	-12%	16406
TOTAL	8328	7832	-496	-6%	65039
FRANKTON					
ADULT	1210	895	-315	-26%	7978
JUVENILE	679	597	-82	-12%	5738
Y. A.	24	42	18	75%	328
PERIOD.	280	242	-38	-14%	2247
AUDIO	14	31	17	121%	278
VIDEO	714	804	90	13%	6656
TOTAL	2921	2611	-310	-11%	23225
HAZELBAKER					
ADULT	669	705	36	5%	5476
JUVENILE	543	470	-73	-13%	4867
Y. A.	20	26	6	30%	263
PERIOD.	103	123	20	19%	1160
AUDIO	14	36	22	157%	350
VIDEO	572	407	-165	-29%	3775
TOTAL	1921	1767	-154	-8%	15891
SYSTEM					
ADULT	5161	4776	-385	-7%	38152
JUVENILE	3239	2977	-262	-8%	27442
Y. A.	223	237	14	6%	1910
PERIOD.	832	850	18	2%	7324
AUDIO	260	252	-8	-3%	2490
VIDEO	3455	3118	-337	-10%	26837
TOTAL	13170	12210	-960	-7%	104155
TRAFFIC					
	ELWOOD	FRANKTON	HAZELBAK.		
TRAFFIC	9588	1893	1217		
REF.	54	336	51		
ASSITS.	2315	503	583		
COMP A.	778	263	277		
J.	787	n/a	203		
PROG. A.	2/38	n/a	n/a		
J.	17/540	n/a	5/120		

22 Aug-00

To - Elwood Public Library
and all concerned.

I Dale Bogard being owner/operator of Dale Bogards Affordable Tree Service will Remove Maple Tree located at South East Section of Property (along Main Street) and will Clean up all wood and debris and Remove all from location for a Sum of four hundred and fifty dollars (\$450.00).

Thank you.

Dale G. Bogard.

PURCHASING POLICY

The North Madison County Public Library System Board is a governmental body that is authorized to enter into contracts under the Indiana Public Purchasing Law. The NMCPLS Board is the "Purchasing Agency."

The library director shall serve as the 'purchasing agent' for the library. She may delegate authority to other staff members to make routine purchases, but bears the ultimate responsibility for purchases made.

In general, merchandise shall have been received before payment is remitted. It shall be the responsibility of the director to approve situations when prepayment is required by the vendor. No expense shall be paid without a pre-existing appropriation.

Nothing in this policy shall be construed as to lessen the requirements as set forth in Indiana Code ("The Code") and explained in the State Board of Accounts Accounting and Uniform Compliance Guidelines Manual for Libraries ("The Manual").

Supplies, equipment, goods, materials

This section shall pertain to the purchase of supplies, equipment, goods and materials. It does not pertain to "library materials" which are exempt by statute from the restrictions imposed by I>C> 36-1-9, to-wit: books, magazines, pamphlets, films, filmstrips, microfilms, slides, transparencies, phonodiscs, phonotapes, models, art reproductions, and all other forms of library and audiovisual materials. While staff members responsible for purchasing these items are not encumbered by a quote or bid process, the Board expects them to use due diligence in seeking out the most economical sources for the items.

Purchases under \$25,000

Purchases of this amount require no formal bids or quotes, although comparison shopping is encouraged.

Single purchases in excess of \$1,000.00 must be approved in advance by the Board, except when an emergency exists.

The Director must approve purchases in excess of \$200.00 by a delegated staff person in advance.

The variety of exceptions, preferences and exemptions stipulated in The Code and The Manual pertaining to purchases in excess of \$75,000 may be considered when making purchases in this category.

Purchases between \$25,000 and \$ 75,000

Purchases of this amount generally require that quotes be solicited from at least three persons/businesses known to deal in the goods sought to be purchased.

- 1) An invitation to quote shall be issued by the Director, allowing at Least seven days before quotes are due to the library.
- 2) The director shall present responsive quotes to the Board for its review and decision.
- 3) If no responsive quotes are received, the library may select a vendor as though it were a purchase under \$25,000.
- 4) Information contained in The Code and The Manual adds further direction to this section.
- 5) The variety of exceptions, preferences and exemptions stipulated in the Code and The Manual pertaining to purchases in excess of \$75,000 may be considered when making purchases in this category.
- 6)

Purchases \$75,000 and over

Purchases of this value must be purchased following competitive bidding procedures, unless exempting circumstances apply. Indiana Code 5-22 and the guidelines contained in The Manual will be the source of authority in this procedure.

Services

The Board shall approve annual maintenance contracts, as well as unexpected individual service or repair expenses, in excess of \$1,000.

The variety of exceptions, preferences and exemptions stipulated in The Code and in The Manual pertaining to purchases in excess of \$75,000 may be considered when making purchases in this category.

Real Estate

All purchases of real estate, improved or unimproved, shall be made only with the prior consent of the Board and shall follow all applicable state laws.

Construction

All construction, alteration or renovation on library owned or leased property with a value in excess of \$25,000 shall be governed by the 'public works law' at Indiana Code 36-1-12.

Quick Reference Section

The following information is taken from The Manual and is provided for ease of reference. Refer to The Manual and The Code for complete information.

Special Purchasing methods

The director shall keep a register of Special Purchase contracts with value of \$75,000 or more.

Selected scenarios for special purchasing i.e. a non-bid situation are (See applicable statute or The Manual for a complete list and details.)

- 1) emergency conditions-threat to public health, welfare or safety
- 2) a unique opportunity for substantial savings
- 3) at auction
- 4) data processing hardware, supplies and services, for the sake of continuity and compatibility
- 5) no responsive offer received using other methods
- 6) substantial savings afforded governmental body, i.e. companies which routinely offer special prices to units of government
- 7) when only a single source for the particular item can be found
- 8) contract with Federal or State agency
- 9) a gift of goods (not a restricted cash donation)
- 10) purchases from a public utility, the Indiana Department of Correction or from a rehabilitation center
- 11) purchases from a 'small businesses' (retail sales not more than \$500,000)

Preferences

Indiana statutes recognize purchasing preference for: (see The Manual for further explanation)

- 1) recycled materials
- 2) soy diesel/bio diesel
- 3) Indiana businesses
- 4) Coal mined in Indiana
- 5) Supplies manufactured in the United States

In General

- 1) Library may require 'bid' or 'performance' bonds.
- 2) A prescribed, pre-printed form for bids on equipment, supplies, etc. is not required; the library shall prescribe the information to be provided by prospective vendors.
- 3) The library may allow increased compensation for early performance, or penalties for late performance
- 4) Contracts may be renewed, but not for a period longer than the term of the original contract. If the original contract contains provision for escalation of price, however, it may not be renewed.



Close the Book on Lawsuits

Examples of potentially covered lawsuits:

- Discrimination (age, race, sex, disability)
- Wrongful termination
- Acts beyond authority granted in bylaws
- Failure to enforce bylaws
- Violation of state and federal laws (antitrust, IRS, EEOC)
- Suppression of First Amendment rights
- Failure to properly manage financial affairs

These examples represent just a few of the issues facing Indiana libraries. Even if charges like these are completely without merit, you still must defend yourself. The potential to incur significant legal defense costs alone means there's no simple way out when it comes to the threat of a lawsuit.

Chapter Highlights

D&O Liability Insurance

- Claims-made directors and officers liability policy
- Defense costs outside the limit of liability
- Cost: \$775 or \$1,259 premium per applicant library
- \$1,000,000 or \$2,000,000 aggregate limit of liability
- No deductible

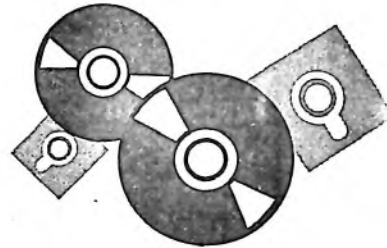
Crime insurance

As with all organizations, the Indiana Library Federation is not immune to employee dishonesty. Organizations are exposed to a wide variety of crime-related losses, including falsified receipts, equipment theft, petty cash theft, falsified time sheets, or phony invoicing. Chubb Executive Risk offers a crime insurance product designed to protect and safeguard the assets of your organization from employee dishonesty, forgery or alteration, and theft, disappearance, and destruction.

- Cost: \$175 to \$400 premium per applicant library
- \$10,000, \$25,000, or \$50,000 aggregate limit of liability per loss
- \$250 deductible per loss

This is a general overview. Please read your policy carefully and contact your agent or broker with all questions.

D.B. Englehart & Associates
c/o Attention/fee
P.O. Box 80803
Indianapolis, IN 46280



Directors and Officers Liability and Crime Insurance for

**Indiana Library Federation
Trustee Members**





Get Covered

Think your library is immune to lawsuits? Think again. While the probability of losing a lawsuit may be low, the cost to defend a lawsuit will be high. It is a fact: we live in an increasingly litigious society.

Library boards and directors conscientiously work to make good decisions about delivering library services to the State of Indiana. Despite the fact they support the community and meet its informational needs, many of these decision makers and their organizations unknowingly expose themselves to lawsuits and put their personal assets at risk. Many board members realize, in view of this financial exposure, that unless they are protected by directors and officers (D&O) liability insurance, they cannot afford to serve on a library board.

If a patron at a library slips on a loose carpet or trips over a book truck that is not properly stored, that injury would be covered by general liability insurance. General liability covers exposures like bodily injury and property damage the insured is legally obligated to pay. But D&O liability insurance covers the professional decisions made in the administration of a library.

Take this scenario for example:

A female employee who had been working for a non-profit organization for two years discovered that a male employee with no experience had just been hired to work in a similar position at a higher salary than hers. After a year, the male employee was promoted to a position over the female employee. The female employee confronted her supervisor about the situation and the supervisor declined to offer an explanation. The female employee brought a sex discrimination suit against the non-profit organization claiming she was next in line for a promotion based on seniority.

Whether or not the claim has merit, the board members must defend themselves. In 1995, the average cost to defend a D&O claim that was closed by litigation was \$147,274.*

With that in mind, Chubb Executive Risk has specifically designed a comprehensive D&O liability insurance policy to protect the directors, officers, trustees, employees, and volunteers of your organization. The policy also includes employment practices liability (EPL) coverage to help protect your organization from damages arising from claims of harassment, discrimination, and unfair hiring practices. This program provides protection for the decisions made every day concerning your library.

*According to the 1996/97 Watson Wyatt Nonprofit Organization Directors and Officers Liability Survey Report.

Application for D&O Liability and Crime Insurance

Notice: The D&O liability insurance policy for which application is made applies, subject to its terms, only to any "claim" first made against the "insureds" during the policy period or any applicable extended reporting period.

1. Name of organization: _____
Street address: _____
City: _____
State: _____ ZIP: _____

2. Date of Incorporation: _____
3. Is the total income/revenue of the applicant greater than \$5,000,000?
 Yes No

4. Number of compensated employees: _____
Number of volunteers/members: _____

5. Past activities:
a) No claim that would fall within the scope of the proposed insurance has been made against any person or entity proposed for this insurance (including without limitation any claim against any such person or entity for any employment practice, as described in the proposed insurance, or any complaint against any such person or entity before the Equal Employment Opportunity Commission or any similar state or local authority), except as follows (include loss payment and defense costs):

(If none, check here: "None.")
b) No person or entity proposed for this insurance is aware of any fact, circumstance or situation (including without limitation any suspected or threatened claim against any such person or entity for any employment practice, as described in the proposed insurance, or any suspected or threatened complaint against any such person or entity before the Equal Employment Opportunity Commission or any similar state or local authority) which might afford grounds for any claim that would fall within the scope of the proposed insurance, except as follows:

(If none, check here: "None.")

Without prejudice to any other rights and remedies of the underwriter, any claims arising from any claims, facts, circumstances, or situations required to be disclosed in response to Question 5. a) and b) is excluded from the proposed insurance.

Select your coverages:
D&O Liability Insurance Cost
 \$775 with a \$1,000,000 limit of liability per library and a \$0 deductible.
 \$1,259 with a \$2,000,000 limit of liability per library and a \$0 deductible.
Crime Insurance Cost
 \$175 with a \$10,000 aggregate limit of liability per loss and a \$250 deductible per loss.
 \$275 with a \$25,000 aggregate limit of liability per loss and a \$250 deductible per loss.
 \$400 with a \$50,000 aggregate limit of liability per loss and a \$250 deductible per loss.

Prerequisites to Apply for Coverage:

1. Must be a member library of the Indiana Federation of Libraries
2. IRS 501(c) tax status
3. Incorporated and operational for at least 12 months
4. Total employee count (full and part time) of 50 or fewer
5. No subsidiaries
6. No litigation history or pending litigation
7. Total revenues less than \$5,000,000

We Understand the Following:

1. Coverage will become effective January 1, 2000, if a completed application is received by Arlington/Roe before January 31, 2000. Applications received after January 31, 2000, will become effective on the first of the month that the application was received. All policies have a common expiration date of January 1, 2001, regardless of the policy inception date.
2. There will be no prorating of premium regardless of policy inception date.
3. If directors and officers liability coverage is currently in place with Chubb Executive Risk or any other insurance carrier, a copy of your current declarations page must accompany this application. Applicants will need to wait until their current policy expires before being eligible for enrollment in this program.

If any of the above criteria is not met, additional information may be required and applications are subject to further underwriting. Pricing and underwriting may be adjusted accordingly.

I acknowledge that the above information presented is true and that I have read and accepted the above statements.

Note: This application must be signed by an individual that the applicant has authorized to act on its behalf and on behalf of all persons and entities proposed for this insurance.

Applicant Library	Date	
Acknowledged By		
Applicant	Phone Number	
Applicant's Signature	Title	Date
Produced By (Insurance Agent)	Insurance Agency	
Insurance Agency Taxpayer ID or Social Security No.		
Agent License No.		
Address (Number, Street, City, State, and ZIP)		
Email Address		

Important: Full payment must be submitted with this application form. The check should be made payable to Arlington/Roe and mailed to:

D.B. Englehart & Associates
c/o Arlington/Roe
P.O. Box 83363
Indianapolis, IN 46280

For more information, please contact Richard Sutton at D.B. Englehart & Associates at 317-577-0295.

Application for D&O Liability and Crime Insurance

Answer "Yes" or "No" to the questions which application is made applies, subject to the terms and conditions of the policy against the "insureds" during the policy period and any applicable exclusion and waiting period.

1. Name of organization: _____
 Street address: _____
 City: _____
 State: _____ ZIP: _____

2. Date of incorporation: _____

3. Is the total income/revenue of the applicant greater than \$5,000,000?
 Yes No

4. Number of compensated employees: _____
 Number of volunteer members: _____

5. Past activities:

a) No claim that would fall within the scope of the proposed insurance has been made against any person or entity proposed for this insurance (including without limitation any claim against any such person or entity for any employment practice, as described in the proposed insurance, or any complaint against any such person or entity before the Equal Employment Opportunity Commission or any similar state or local authority), except as follows (include loss payment and defense costs): _____

(If none, check here: "None.")

b) No person or entity proposed for this insurance is aware of any fact, circumstance or situation (including without limitation any suspected or threatened claim against any such person or entity for any employment practice, as described in the proposed insurance, or any suspected or threatened complaint against any such person or entity before the Equal Employment Opportunity Commission or any similar state or local authority) which might afford grounds for any claim that would fall within the scope of the proposed insurance, except as follows: _____

(If none, check here: "None.")

Without prejudice to any other rights and remedies of the underwriter, any claims arising from any claims, facts, circumstances, or situations required to be disclosed in response to Question 5. a) and b) is excluded from the proposed insurance.

Select your coverages:

D&O Liability Insurance Cost
 \$775 with a \$1,000,000 limit of liability per library and a \$0 deductible.
 \$1,275 with a \$2,000,000 limit of liability per library and a \$0 deductible.

Crime Insurance Cost
 \$175 with a \$10,000 aggregate limit of liability per loss and a \$250 deductible per loss.
 \$275 with a \$25,000 aggregate limit of liability per loss and a \$250 deductible per loss.
 \$400 with a \$50,000 aggregate limit of liability per loss and a \$250 deductible per loss.

Prerequisites to Apply for Coverage:

1. Must be a member library of the Indiana Federation of Clubs.
2. IRG 501(c) tax status.
3. Incorporated and operational for at least 12 months.
4. Total employee count (full and part time) of 50 or fewer.
5. No subsidiaries.
6. No litigation history or pending litigation.
7. Total revenues less than \$5,000,000.

We Understand the Following:

1. Coverage will become effective January 1, 2000, if a completed application is received by Arlington/Roe before January 31, 2000. Applications received after January 31, 2000, will become effective on the first of the month that the application was received. All policies have a common expiration date of January 1, 2001, regardless of the policy inception date.
2. There will be no prororation of premium regardless of policy inception date.
3. If directors and officers liability coverage is currently in place with Credit Executive Risk or any other insurance carrier, a copy of your current declarations page must accompany this application. Applicants will need to wait until their current policy expires before being eligible for enrollment in this program.

If any of the above criteria is not met, additional information may be required and applications are subject to further underwriting. Pricing and deductibles may be adjusted accordingly.

I acknowledge that the above information presented is true and that I have read and accepted the above statements.

Note: This application must be signed by an individual that the applicant has authorized to act on its behalf and on behalf of all persons and entities proposed for this insurance.

Applicant Library		Date
Acknowledged By		
Applicant	Phone Number	
Applicant's Signature	Title	Date
Produced By (Insurance Agent)	Insurance Agency	
Insurance Agency Taxpayer ID or Social Security No.		
Agent License No.		
Address (Number, Street, City, State, and ZIP)		
Email Address		

Important: Full payment must be submitted with this application form. The check should be made payable to Arlington/Roe and mailed to:

D.B. Englehart & Associates
 c/o Arlington/Roe
 P.O. Box 80800
 Indianapolis, IN 46280

For more information, please contact Richard Sutton at D.B. Englehart & Associates at 317-577-0295.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
BUDGET HEARING
Elwood Public Library Meeting Room
AUGUST 28, 2000
7:00pm

2001 BUDGET HEARING

CALL TO ORDER
CALL FOR QUORUM
PUBLIC COMMENT?
APPROVAL OF BUDGET
ADJOURN

Does not need to be posted in two places! Does not need to be put in newspaper except for two legal notices! Does not need approval of budget

August 28, 2000
7:00 p.m.

Elwood Public Library Meeting Room

Board of Trustees—Budget Hearing on the 2001 Budget

Call to Order

Call for Quorum

Director:

The following budget estimates and tax levies were advertised in the Elwood Call-Leader and the Anderson Herald-Bulletin on August 16th and August 23rd for the purpose of notifying taxpayers of North Madison County Public Library, that officers of said library would conduct a public hearing at the Library in Elwood on the 2001 budget at 7:00 p.m. on Aug. 28, 2000. Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objecting petition with the proper officers of the library within seven days after this hearing. That date would be Sept. 5th. The objection petition must identify the provisions of the budget, tax rate, or tax levy that taxpayers object to. If a petition is filed, the library board shall adopt with its budget a finding concerning the objections filed and testimony presented. Following this hearing, the Library Board will meet at the Elwood library on Sept. 11, 2000 at 7:00 p.m. to adopt the following budget:

Net Assessed Valuation 136,000,000 million

Library Operating Fund budget estimate 761,192. Maximum estimate funds to be raised are 464, 694.00 with a current tax levy of 442, 938.

Debt Service budget estimate is 242,000. the maximum estimated funds to be raised are 212.966. with a current tax levy of 209,562.

The total maximum estimated funds to be raised are 677, 660.

If we were to advertise the net tax rate on each one hundred dollars of taxable property it would be approx. .34 cents

“Mrs. Pace, it is now time to hear public comments.”

ADJOURNMENT following any public comments. (There is no need to respond to public comments.)

Financial Report
North Madison County Public Library System

Report Dates = **8/1/00** to **8/31/00**

<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. Operating Fund						
100	\$313,755.82	\$68,202.72	\$570,133.48	\$17,937.41	\$547,419.03	\$291,041.37
105 Operating Fund Investment	\$0.00	\$0.00	\$125,000.00	\$0.00	\$125,000.00	\$0.00
Subtotal	\$313,755.82	\$68,202.72	\$695,133.48	\$17,937.41	\$672,419.03	\$291,041.37
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$92.00	\$0.00	\$740.00	\$48.00	\$720.00	\$72.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00
115 LIRF	\$33,130.80	\$0.00	\$25,000.00	\$0.00	\$0.00	\$8,130.80
120 Gift	\$12,168.58	\$12.00	\$4,429.48	\$670.00	\$4,958.46	\$12,697.56
130 Debt Service Fund	\$0.00	\$0.00	\$121,000.00	\$0.00	\$131,042.61	\$10,042.61
Subtotal	\$45,397.38	\$12.00	\$151,169.48	\$718.00	\$161,721.07	\$55,942.97
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$4,215.51	\$28,250.88	\$4,215.51	\$28,250.88	\$0.00
202 FICA	\$0.00	\$2,345.34	\$15,213.14	\$2,345.34	\$15,213.14	\$0.00
203 State Tax Withheld	\$0.00	\$1,296.17	\$8,332.56	\$1,296.17	\$8,332.56	\$0.00
204 County Taxes Withheld	\$0.00	\$363.57	\$2,177.81	\$363.57	\$2,177.81	\$0.00
205 PERF	(\$65.52)	\$0.00	\$3,918.64	\$810.04	\$5,352.50	\$1,368.34
206 Credit Union	\$0.00	\$1,775.64	\$12,521.13	\$1,775.64	\$12,521.13	\$0.00
207 Annuity	\$0.00	\$585.00	\$3,510.00	\$585.00	\$3,510.00	\$0.00
208 Insurance	\$0.00	\$1,258.83	\$6,163.62	\$1,258.83	\$6,163.62	\$0.00
209 Medicare	\$0.00	\$548.53	\$3,558.03	\$548.53	\$3,558.03	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	(\$65.52)	\$12,388.59	\$83,645.81	\$13,198.63	\$85,079.67	\$1,368.34
Grand Total	\$359,081.68	\$80,603.31	\$929,948.77	\$31,854.04	\$919,219.77	\$348,352.68

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Appropriation Report for 100

North Madison County Public Library System

Report Date: From 8/1/00 To 8/31/00

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$35,015.00	(\$19,500.00)	\$15,515.00	\$0.00	\$15,050.27	\$464.73	97.0
1.12 Salary of Assistants	\$332,281.00	\$0.00	\$332,281.00	\$35,746.78	\$218,090.09	\$114,190.91	65.6
1.13 Wages of Janitor	\$16,962.00	\$0.00	\$16,962.00	\$2,081.12	\$12,233.26	\$4,728.74	72.1
1.14 Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,126.02	\$373.98	75.1
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Numl
1.16 Empl.Share FICA&Medicare	\$25,742.00	\$0.00	\$25,742.00	\$2,893.87	\$18,771.17	\$6,970.83	72.9
1.18 Emp Cont PERF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$11,760.97	\$18,239.03	39.2
1.19 Emp Cont Group Ins	\$8,000.00	\$0.00	\$8,000.00	\$559.46	\$5,546.09	\$2,453.91	69.3
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$449,800.00	(\$19,500.00)	\$430,300.00	\$41,281.23	\$282,577.87	\$147,722.13	65.7
<i>2. Supplies</i>							
2.1 Office Supplies	\$8,000.00	\$0.00	\$8,000.00	\$918.73	\$5,378.97	\$2,621.03	67.2
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$0.00	\$86.00	\$664.00	11.5
2.13 Other Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Numl
2.21 Cleaning & Sanitation Supplies	\$2,500.00	\$0.00	\$2,500.00	\$245.28	\$1,341.91	\$1,158.09	53.7
2.22 Other Operating Supplies	\$6,000.00	\$0.00	\$6,000.00	\$235.00	\$3,726.51	\$2,273.49	62.1
2.23 Fuel, Oil and Lubricants	\$50.00	\$0.00	\$50.00	\$16.61	\$35.86	\$14.14	71.7
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$140.25	\$465.90	\$34.10	93.2
2.25 Paint and painting supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0

<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</i>
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$3,223.58	(\$2,223.58)	322.4
2.27 Other Repair & mainten.supplies	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,695.66	(\$195.66)	113.0
2.3 Other Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.31 Book Processing	\$6,000.00	\$0.00	\$6,000.00	\$258.53	\$1,483.54	\$4,516.46	24.7
2.32 Automation	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$10,282.50	\$4,717.50	68.5
Subtotal	\$41,800.00		\$41,800.00	\$1,814.40	\$27,720.43	\$14,079.57	66.3
2. Supplies							
2.11 Official Records	\$1,650.00	\$0.00	\$1,650.00	\$0.00	\$156.04	\$1,493.96	9.5
Subtotal	\$1,650.00		\$1,650.00	\$0.00	\$156.04	\$1,493.96	9.5
3. Other Services and Charge							
3.1 Professional Services	\$15,000.00	\$0.00	\$15,000.00	\$1,096.64	\$11,667.25	\$3,332.75	77.8
3.11 Consulting Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$145.00	\$4,855.00	2.9
3.12 Legal Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$214.50	\$4,785.50	4.3
3.13 Other Professional Services	\$0.00	\$19,500.00	\$19,500.00	\$4,038.45	\$7,403.83	\$12,096.17	38.0
3.14 Engineering & Architects	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.21 Telephone & Telegraph	\$10,000.00	\$0.00	\$10,000.00	\$1,144.31	\$4,919.85	\$5,080.15	49.2
3.22 Postage & UPS	\$2,500.00	\$0.00	\$2,500.00	\$403.52	\$1,516.27	\$983.73	60.7
3.23 Traveling Expense	\$2,400.00	\$0.00	\$2,400.00	\$236.77	\$1,259.34	\$1,140.66	52.5
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$69.91	\$804.73	\$2,195.27	26.8
3.26 Elwood Children's Programing	\$1,000.00	\$0.00	\$1,000.00	\$70.98	\$496.14	\$503.86	49.6
3.27 Elwood Adult Programing	\$2,000.00	\$0.00	\$2,000.00	\$158.53	\$716.73	\$1,283.27	35.8
3.28 Frankton Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$520.52	\$479.48	52.1
3.29 Summitville Programing	\$700.00	\$0.00	\$700.00	\$72.16	\$498.88	\$201.12	71.3
3.3 Title Source	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0

<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</i>
3.31 Advertising & Public Notices	\$250.00	\$0.00	\$250.00	\$135.50	\$223.05	\$26.95	89.2
3.32 Printing, other than Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num1
3.4 Insurance	\$7,000.00	\$0.00	\$7,000.00	\$6,796.00	\$6,977.00	\$23.00	99.7
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$0.00	\$308.00	\$42.00	88.0
3.51 Gas	\$6,000.00	\$0.00	\$6,000.00	\$51.22	\$3,189.38	\$2,810.62	53.2
3.52 Electricity	\$22,000.00	\$0.00	\$22,000.00	\$3,301.25	\$13,627.62	\$8,372.38	61.9
3.53 Water	\$2,400.00	\$0.00	\$2,400.00	\$133.74	\$1,375.77	\$1,024.23	57.3
3.54 Waste Disposal Services	\$250.00	\$0.00	\$250.00	\$63.86	\$323.73	(\$73.73)	129.5
3.61 Bldg. & Structure/Maint.	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$100.00	\$900.00	10.0
3.62 Equipment/Maint.	\$4,000.00	\$0.00	\$4,000.00	\$20.00	\$277.81	\$3,722.19	6.9
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num1
3.72 Equipment/Rental	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$477.00	\$2,523.00	15.9
3.8 Dues	\$700.00	\$0.00	\$700.00	\$10.00	\$731.23	(\$31.23)	104.5
3.81 Taxes	\$800.00	\$0.00	\$800.00	\$0.00	\$100.00	\$700.00	12.5
3.9 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num1
Subtotal	\$101,350.00	\$19,500.00	\$120,850.00	\$17,802.84	\$57,873.63	\$62,976.37	47.9
4. Capitol Outlays							
4.1 Land Buildings Improvements	\$500.00	\$0.00	\$500.00	\$0.00	\$161.50	\$338.50	32.3
4.2 Furniture & Equipment	\$2,500.00	\$10,000.00	\$12,500.00	\$153.70	\$12,626.34	(\$126.34)	101.0
4.21 Technology Equipment	\$2,050.00	\$0.00	\$2,050.00	\$129.99	\$1,297.87	\$752.13	63.3
4.31 Elwood Adult	\$35,000.00	\$0.00	\$35,000.00	\$2,661.55	\$15,526.51	\$19,473.49	44.4
4.32 Elwood Childrens	\$12,500.00	\$0.00	\$12,500.00	\$589.68	\$7,697.68	\$4,802.32	61.6
4.33 Elwood YA	\$2,000.00	\$0.00	\$2,000.00	\$80.92	\$1,803.18	\$196.82	90.2
4.34 Frankton	\$23,000.00	\$0.00	\$23,000.00	\$535.16	\$11,654.18	\$11,345.82	50.7

<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</i>
4.35 Summitville	\$12,743.00	\$236.76	\$12,979.76	\$728.95	\$9,664.39	\$3,315.37	74.5
4.36 Elwood Indiana Room	\$4,000.00	\$0.00	\$4,000.00	\$943.43	\$1,765.35	\$2,234.65	44.1
4.4 Elwood Period. & News.	\$4,425.00	\$0.00	\$4,425.00	\$78.00	\$779.29	\$3,645.71	17.6
4.41 Frankton Per. & Newsp.	\$2,400.00	\$0.00	\$2,400.00	\$0.00	\$153.60	\$2,246.40	6.4
4.42 Summitville Period. & Newsp.	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$293.90	\$956.10	23.5
4.51 Elwood AV	\$8,000.00	\$0.00	\$8,000.00	\$880.20	\$5,173.24	\$2,826.76	64.7
4.52 Frankton AV	\$4,480.00	\$0.00	\$4,480.00	\$319.88	\$4,140.80	\$339.20	92.4
4.53 Summitville AV	\$2,600.00	\$0.00	\$2,600.00	\$167.48	\$2,054.12	\$545.88	79.0
4.54 Techology Software	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,695.10	\$304.90	84.8
Subtotal	\$119,448.00	\$10,236.76	\$129,684.76	\$7,268.94	\$76,487.05	\$53,197.71	59.0
Grand Total	\$714,048.00	\$10,236.76	\$724,284.76	\$68,167.41	\$444,815.02	\$279,469.74	61.4

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Receipt Listing
North Madison County Public Library System
 Report Date: From 8/1/00 To 8/31/00

Receipt #	Date	Name	Explanation	Bank	Total
366	8/2/00	PAYROLL		1	\$4,344.18
370	8/7/00	COMMUNITY BANK	JULY INTEREST	3	\$19.71
371	8/7/00	HUNTINGTON BANK	JULY INTEREST	2	\$24.55
372	8/7/00	STAR FINANCIAL BANK	JULY INTEREST	1	\$378.86
373	8/7/00	PAYROLL		1	\$4,422.32
374	8/30/00	PAYROLL		1	\$4,432.13
375	8/1/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2938	1	\$63.98
376	8/1/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 2939	1	\$91.10
377	8/1/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 2940	1	\$126.98
378	8/2/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2941	1	\$39.54
379	8/4/00	LORETTA DODD	FINES AND FEES - RECEIPT 3 2942	1	\$139.93
380	8/4/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 2943	1	\$84.50
381	8/4/00	TREASURER MADISON CO	COUNTY OPTION TAX - AUGUST DISTRIBUTION	1	\$14,883.19
382	8/4/00	KAPPA KAPPA KAPPA LAM	DONATION - ELWOOD GENERAL - RECEIPT # 2945	1	\$65.00
383	8/7/00	NANCY NEAL	FINES AND FEES - RECEIPT # 2946	1	\$34.61
384	8/7/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 2947	1	\$86.55
385	8/7/00	NANCY NEAL	FINES AND FEES - RECEIPT # 2948	1	\$24.40
386	8/7/00	CLIFFORD S. BRUGGER	DONATION - ELWOOD GENERAL - RECEIPT # 2949 - NORTH ENTRANCE BENCH	1	\$500.00
387	8/8/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2950	1	\$63.10
388	8/9/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2951	1	\$69.95
389	8/9/00	EMILY DAVIDSON	BOOK DISCUSSION - RECEIPT # 2952	1	\$30.60
390	8/30/00	EMILY DAVIDSON	BOOK SALE DONATIONS - RECEIPT # 2953	1	\$20.50
391	8/10/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2954	1	\$24.10
392	8/11/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 2955	1	\$92.44
393	8/11/00	CINDA HORINE	FINES AND FEES - RECEIPT # 2956	1	\$39.71
394	8/11/00	CINDA HORINE	FINES AND FEES - RECEIPT # 2957	1	\$39.20
395	8/14/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2958	1	\$24.20
396	8/14/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 2959	1	\$28.40
397	8/14/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 2960	1	\$59.16
398	8/14/00	FRED WILLHOITE	DONATION FOR PARADE - RECEIPT # 2961	1	\$5.00
399	8/14/00	EMILY DAVIDSON	DONATIONS - SALE OF BOOKS - RECEIPT # 2962	1	\$63.00
400	8/15/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2963	1	\$75.20

Receipt #	Date	Name	Explanation	Bank	Total
401	8/16/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 2964	1	\$101.23
402	8/16/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2965	1	\$60.50
403	8/17/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 2966	1	\$20.59
404	8/17/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 2967	1	\$25.50
405	8/18/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2968	1	\$13.80
406	8/18/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 2969	1	\$36.10
407	8/21/00	PEG EDDY	FINES AND FEES - RECEIPT # 2970	1	\$22.26
408	8/21/00	NANCY NEAL	FINES AND FEES - RECEIPT # 2971	1	\$14.50
409	8/22/00	LORETTA DODD	FINES AND FEES - RECEIPT 3 2972	1	\$64.20
410	8/23/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2973	1	\$50.50
411	8/24/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2974	1	\$21.40
412	8/24/00	HEARTLAND PATCHWORK	DONATION - ELWOOD GENERAL GIFT - RECEIPT # 2975	1	\$100.00
413	8/25/00	NANCY NEAL	FINES AND FEES - RECEIPT # 2976	1	\$59.96
414	8/25/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 2977	1	\$29.34
415	8/25/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 2978	1	\$45.40
416	8/28/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2979	1	\$60.10
417	8/28/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 2980	1	\$24.68
418	8/29/00	NANCY NEAL	FINES AND FEES - RECEIPT # 2981	1	\$52.95
419	8/30/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2982	1	\$49.90
420	8/30/00	NATIONAL CITY BANK	FRANKTON RENT - RECEIPT # 2983	1	\$500.00
421	8/31/00	LORETTA DODD	FINES AND FEES - RECEIPT # 2984	1	\$42.95

Total All Receipts \$31,854.04

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Voucher List
North Madison County Public Library System
 Report Date: From 8/1/00 To 8/31/00

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	517	PAYROLL	8/2/00	PAYROLL	\$12,374.34
0	518	EFTPS	8/2/00	P/R ENDING 7/29/00	\$3,277.47
19234	519	INDIANA DEFERRED COMPEN	8/2/00	P/R ENDING 7/29/00	\$195.00
19236	520	MADISON COUNTY FEDERAL	8/2/00	P/R ENDING 7/29/00	\$586.65
19235	521	JAMIE B. SCOTT	8/2/00	MILEAGE 6/22/00 - 7/11/00	\$55.72
19237	522	SHARON FOUTS	8/2/00	PETTY CASH REIMBURSEMENT	\$41.93
19238	523	BEVERLY AUSTIN	8/2/00	PAY PERIOD ENDING 7/29/00	\$1,346.15
19239	524	AMERICAN ELECTRIC POWER	8/7/00	SERVICE PERIOD 6/14-7/14 ELW	\$1,562.24
19240	525	AMERICAN STATES INSURAN	8/7/00	WORKERS COMP AND COMMERCIAL PACKAGE P	\$6,796.00
19242	526	ARAB TERMITE & PEST CONT	8/7/00		\$92.00
19246	527	BARBARA MCADAMS	8/7/00	MILEAGE CLAIM FOR JUNE	\$12.32
19247	528	BARBARA SNIPES	8/7/00	MILEAGE FOR JULY	\$37.97
19248	529	BORDERS BOOK SHOP	8/7/00	ACCOUNT # 6032890160169	\$47.08
19258	530	ELWOOD PUBLISHING CO.	8/7/00	WELCOME TO FRANKTON AD	\$115.00
19249	531	CAROLYN LAMBERTSON	8/7/00	MILEAGE 8/1/00	\$8.40
19250	532	CINTAS CORPORATION	8/7/00	ELWOOD & SUMMITVILLE	\$63.00
19241	533	AMERITECH	8/7/00	BILLING DATE 7/25/00	\$345.47
19244	534	AUDIO VISUAL COMMUNICATI	8/7/00	SERVICE AGREEMENT FOR AUGUST, 2000	\$119.00
19251	535	CITY WATER & SEWAGE DEP	8/7/00	BILLING DATE 7/25/00	\$126.34
19252	536	CONSOLIDATED PLASTICS C	8/7/00	INVOICE # 4456637	\$153.70
19253	537	COVEY INC.	8/7/00	INVOICE # 1963	\$18.95
19254	538	D&G SIGN AND LABEL	8/7/00	INVOICE # N265214-01	\$34.75
19255	539	DEMCO	8/7/00	INVOICE # 892301	\$156.65
19256	540	DIANA L. SHEPARD	8/7/00	MILEAGE	\$36.40
19257	541	EDWARDS ELECTRICAL & ME	8/7/00	INVOICE # 00022065	\$387.00
19259	542	FILIP, INC.	8/7/00	INVOICE # 92607-1	\$55.72
19260	543	GALE GROUP	8/7/00	INVOICE # 10055279, 10094420	\$309.56
19261	544	GENEALOGICAL PUBLISHING	8/7/00	INVOICE # 7001228	\$34.95
19290	545	THOMSON INDIANA	8/7/00	ACCOUNT # 212505 26 WEEKS	\$78.00
19263	546	HORTON'S & SONS OF ELWO	8/7/00	ORDER # 2293586	\$4.19
19264	547	INCOLSA	8/7/00	BOOKKEEPING WORKSHOP 2000 INCOLSA OFFICE	\$14.00
19265	548	INDIANA GAS COMPANY	8/7/00	SERVICE DUE AUGUST	\$23.34
19266	549	INDIANA HISTORICAL SOCIET	8/7/00	INVOICE # 09884 - APPRECIATION GIFT LINDA SIZE	\$24.00
19267	550	INDYNET	8/7/00		\$131.10
19269	551	K MART	8/7/00	VARIOUS INVOICES	\$507.29
19270	552	LAURIE DeLONG	8/7/00	REFUND ON RETURNED BOOK PAID \$21.60 LESS FINE OF \$6.00	\$15.60
19271	553	LEXIS PUBLISHING	8/7/00	INVOICE # 54970	\$104.47

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
19272	554	LIBRARY STORE INC., THE	8/7/00	INVOICE # 250464	\$172.61
19273	555	LIBRARY VIDEO COMPANY	8/7/00	INVOICE # C00125730002	\$49.90
19274	556	LUCENT TECHNOLOGIES	8/7/00	SERVICE AGREEMENT	\$137.64
19275	557	MANIFOLD REFUSE, INC.	8/7/00	TRASH SERVICE THIRD QUARTER	\$54.00
19276	558	MARSH SUPERMARKET	8/7/00	SUMMITVILLE SUMMER READING	\$50.22
19278	559	MIDWEST TAPE	8/7/00	VARIOUS INVOICES	\$914.58
19277	560	MARVIN SAUBERT	8/7/00	LAWN SERVICE FOR JULY - SUMMITVILLE	\$226.00
19279	561	NATIONAL HISTORICAL PUBLI	8/7/00	INVOICE # 017669	\$508.50
19280	562	OXFORD UNIVERSITY PRESS	8/7/00	INVOICE # 79412335	\$104.56
19281	563	PURCHASE POWER	8/7/00		\$319.00
19282	564	QUILL CORPORATION	8/7/00	INVOICE # 9022067, 9166555, 9289269, 9227560, 922	\$1,099.67
19284	565	RAMSAY BUSINESS PRODUC	8/7/00	STATEMENT DATE 7/31/00	\$128.11
19283	566	RALPH MALEY	8/7/00	MILEAGE 3/22/00 - 7/31/00	\$42.28
19285	567	S & S WORLDWIDE	8/7/00	INVOICE # 3321406, CREDIT MEMO 2300321	\$4.84
19286	568	SENTIMENTAL PRODUCTIONS	8/7/00	INVOICE # 38878	\$79.95
19287	569	SHARON FOUTS	8/7/00	PETTY CASH REINBURSEMENT	\$46.56
19288	570	SPECIALTY STORE SERVICES	8/7/00	INVOICE # 787325	\$85.92
19289	571	STATE CHEMICAL MANUFACT	8/7/00	INVOICE # 90810409	\$114.56
19291	572	TOWN OF FRANKTON	8/7/00	BILLING DATE 7/22/00	\$140.02
19292	573	US OFFICE PRODUCTS	8/7/00	INVOICE # FS05CM5837	\$95.00
19243	574	AT&T	8/7/00	BILLING DATE 7/21/00	\$45.39
19262	575	GTE	8/7/00	BILLING DATE 7/25/00	\$356.89
19268	576	INSPIRATIONAL BOOK DISTRI	8/7/00	INVOICE # 18953	\$10.29
19245	577	BAKER & TAYLOR	8/7/00	VAROUS INVOICES	\$4,114.80
0	578	CVS PHARMACY	8/8/00	BANK CARD PURCHASE	\$5.59
0	579	PAYROLL	8/16/00	PAYROLL	\$12,677.30
19293	580	BEVERLY AUSTIN	8/16/00	PAYROLL ENDING 8/12/00	\$1,346.15
0	581	EFTPS	8/16/00	PAYROLL ENDING 8/12/00	\$3,352.71
19295	582	INDIANA DEFERRED COMPEN	8/16/00	PAYROLL ENDING 8/12/00	\$195.00
19298	583	MADISON COUNTY FEDERAL	8/16/00	PAYROLL ENDING 8/12/00	\$603.44
19300	584	POSTMASTER	8/16/00	FRANKTON STAMPS	\$33.00
19296	585	INDIANA GAS COMPANY	8/16/00	SERVICE PERIOD 7/10-8/9/00	\$27.88
19297	586	INDIANA SECRETARY OF STA	8/16/00	NMCP LS LEASING CORPORATION	\$10.00
19299	587	OFFICE MAX CREDIT PLAN	8/16/00	MODEM FOR S'VILLE CARTRIDGE	\$201.97
19294	588	CALL-LEADER	8/16/00	CLASSIFIED AD	\$20.50
19302	589	INCOLSA	8/16/00	INTERMEDIATE HTML WORKSHOP - SEPTEMBER 1	\$20.00
19303	590	JAMIE B. SCOTT	8/16/00	MILEAGE FOR AUGUST	\$43.68
19301	591	FOX TV & APPLIANCE, INC.	8/16/00	REPAIR TV - CLEAN HEADS	\$20.00
0	592	PAYROLL	8/30/00	PAYROLL	\$12,776.26
0	593	EFTPS	8/30/00	PAYROLL ENDING 8/26/00	\$3,373.07
19310	594	INDIANA DEPARTMENT OF RE	8/30/00	PAYROLL PAYMENT FOR AUGUST	\$1,659.74
19309	595	INDIANA DEFERRED COMPEN	8/30/00	PAYROLL ENDING 8/26/00	\$195.00

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
19308	596	CITY OF ELWOOD NON-REVE	8/30/00	INSURANCE PAYMENT FOR AUGUST	\$1,818.29
19311	597	MADISON COUNTY FEDERAL	8/30/00	PAYROLL ENDING 8/26/00	\$585.55
19312	598	SHARON FOUTS	8/30/00	PETTY CASH REIMBURSEMENT	\$37.03
19304	599	AMERICAN ELECTRIC POWER	8/30/00	SERVICE PERIOD 7/14/00-8/14/00 OUTDOOR LIGHT AT S'VILLE	\$1,616.25
19307	600	AT&T	8/30/00	PAYMENT DATE 9/3/00	\$58.88
19305	601	AMERITECH	8/30/00	SERVICE PERIOD 7/5-8/4/00	\$206.58
19306	602	ANDREW HARPER	8/30/00	MOWING FOR JULY, 2000	\$40.00
19313	603	BEVERLY AUSTIN	8/30/00	PAYROLL ENDING 8/26/00	\$1,346.15
0	604	ADVANCED LIGHTING TECHN	8/31/00	ORDER # 210328-00 CREDIT CHARGE PURCHASE	\$140.25
Total Amount of Claims					\$80,603.31

Bank Balances

North Madison County Public Library System

Report as of: 8/31/00

Bank

1	Star Financial Bank	\$318,522.05
2	Huntington Bank	\$18,256.16
3	Community Bank/Summitville	\$11,574.47

Total all banks = \$348,352.68

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
Meeting at the
ELWOOD PUBLIC LIBRARY
September 11, 2000
6:30 p.m.
EXECUTIVE SESSION

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

- A. Personnel
IC5-14-1.5-6-(b)(6)
1. Pages - Summitville & Frankton 10 hrs. each per week
2. Back-up Bookkeeper

REGULAR MEETING
7:00 p.m.

CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS

1. Adopt 2001 Budget
2. Reading Programs
3. Liability Insurance for Board Members & Director

NEW BUSINESS

1. In-Service request
2. Personnel

DIRECTOR'S REPORT
ADJOURN

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees Executive Session
September 11, 2000
6:30p.m.

CALL TO ORDER

President Sharan Pace called an executive meeting to order on September 11, 2000 at 6:30pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Pace were board members Cindy Powell, Betty Caldwell, Kevin Sipe, Jerry Kaiser, Pam Bohlander and David Hoffman. Also present were Director Beverly Austin and Administrative Assistant Diana Shepard.

BUSINESS

- A. Personnel (IC 5-14-1.5-6-(b) (6))
1. Discussion was held about hiring a page at Frankton and a page at Summitville to work ten hours per week. This would add about \$5500 to the budget. This would prevent anyone for being alone in the library in the evenings.
 2. Discussion was held on giving addition compensation for additional duties to be a backup bookkeeper.
 3. Director Austin reported that Loretta Dodd has gone from full time status to part time status. Kay Downham has agreed to additional hours on a temporary basis.
 4. Nancy Neal will be using the meeting room for her wedding reception.

A motion was made by Kevin Sipe, seconded by Pam Bohlander to adjourn the meeting. The motion passed.

David R. Hoffman
David Hoffman, Secretary

Betty Caldwell

Cindy M. Powell

Sharan Pace

Jerry Kaiser

Pam Bohlander

Kevin Sipe

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees Regular Meeting
September 11, 2000
7:00pm.

CALL TO ORDER

President Sharon Pace called a meeting of the North Madison County Public Library System to order at 7:00pm. on September 11, 2000 in the Meeting Room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Pace were Cindy Powell, Betty Caldwell, Kevin Sipe, Jerry Kaiser, Pam Bohlander and David Hoffman. Also present were Director Beverly Austin, and staff members Diana Shepard, Nancy Neal, Sharon Fouts and Carolyn Lambertson.

MINUTES were approved with a motion by Pam Bohlander, seconded by Kevin Sipe and passed by the members.

CLAIMS REGISTER AND CHECKS

The board members signed the claims register and Treasurer Pam Bohlander signed checks.

OLD BUSINESS

Secretary David Hoffman read the Operating Budget and the Debt Service Budget. A motion was made by David Hoffman to adopt the Operating Budget and the Debt Services Budget as presented. The motion passed after a second by Jerry Kaiser. The budget forms were signed.

Reading Programs – Nancy Neal reported on the great response that was received from patrons on this year's Summer Reading Program. The program ran June 12 through August 15, 2000 at the Elwood Public Library. The program had 155 participants with a 20% increase over last year in the number books that were read. The 2000 theme was "Books Get Our Vote". Several local merchants donated items, which were given as prizes. Eight programs were given with 91 persons attending. Nancy thanked the Board Members for the opportunity to present programs such as this.

A report was given by Sharon Fouts outlining the Elwood Youth Services Summer Reading Program. The theme was "Treasure Your Library". Sharon reported that she had 70 enrolled. Marcus Lehman presented her closing program; everyone was invited to attend. Also a pizza party was given for those who participated in the Program. Sharon also reported that her computer usage is up substantially. In June of 1999 there were 233 children who used the computer, in June of 2000 there were 798. In July 1999 there were 440 in July 2000 there were 995. In August 1999 there were 529 in August 2000 there were 787. She also reported that she is presenting programming once a week for the

Migrant Head Start. Two groups from the YMCAs will attend the library once a month. Tuesday and Saturday story time programs are anticipated.

A report was given by Carolyn Lambertson about their Summer Reading Program. There were 60 participants with the theme being "I am a Read-a-Saurus". The Time Step Players presented the opening program. Each age group met two times per week with stories read. Crafts were made that went along with the story. A sundae party was given for the closing program. Fall programming will begin October 3 & 4. Story time classes will be limited to ten per session. All age groups of young people are anticipated to be included in programming. Interest has been shown by several young adult patrons who would like to read to the little ones. Also, board games will be offered once a month. Carolyn reported that her computer usage is up.

A report was sent by Frankton on their Summer Reading Program. Their theme was "Be a winner, Read". The Time Step Players performed the opening program. The Olympic theme was used throughout the program with Olympic Metals given at their closing program. The program was a success with 35 participants.

Director Austin thanked the ladies for their extra effort in presenting successful programming throughout the year.

Liability Insurance – After a discussion about liability insurance a motion was made by Kevin Sipe and seconded by Pam Bohlander to table any decision until Beverly Austin can obtain more information. She is to find out how many libraries have this type insurance and also if there is a time limit for libraries who have former litigation history. No statistics were found on liability insurance. The motion passed.

NEW BUSINESS

In service request – After discussion a motion was made by David Hoffman to close the library on October 6, 2000 for in service training for the library staff. Pam Bohlander seconded the motion and it passed.

Personnel – A motion was made by Pam Bohlander that the Hazelbaker, Summitville Library and the Frankton Library be allowed to each hire a page that will work ten hours per week. The motion passed after a second by David Hoffman.

A motion was made by David Hoffman to pay \$1000 per year to someone for the extra duties of being a backup bookkeeper. The motion passed after a second by Jerry Kaiser.

Director's report – A bench was purchased with a donation that was made by Mr. & Mrs. Clifford Brugger. The bench is located at the north entrance of the Elwood Library. Also, a donation was made by the Heartland Patchworkers Quilt Guild. We are still experiencing key problems. The tree is down. The paint has been purchased to restripe the parking lot. Joel Blum is still working on the column problem. The air conditioner has been worked on twice this month. The Community Hospital VNA will be giving flu shots on November 13, 2000 from 4-6 at the Elwood Library. Also beginning on

September 9, 2000 the Elwood Library will be starting a Senior Reading Program. David Goodknight will be transporting large print books to Dickey Nursing Home, Parkview Nursing Home and Parkview Assisted Living. A survey will be taken to see what type books people like. Next board meeting will be October 9, 2000.

The meeting was adjourned at 8:00pm with a motion from Jerry Kaiser, seconded by David Hoffman and passed.

David Hoffman

David Hoffman, Secretary

Betty Caldwell

Sharon Pace

Pinky M Powell

Amelia S. Ballander

Jerry Kaiser

Kevin Lips

Register Of Claims

North Madison County Public Library System

Report Date: From 8/8/00 To 9/11/00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	579	PAYROLL		Salary of Assistants	\$11,874.99	8/16/00	PAYROLL
				Wages of Janitor	\$802.31		
				Total this claim	\$12,677.30		
0	604	ADVANCED LIGHTING TECHN		Bldg. Matl. And Supplies	\$140.25	8/31/00	ORDER # 210328-00 CREDIT CHARGE PURCHASE
				Total this claim	\$140.25		
0	581	EFTPS		Empl.Share FICA&Medicare	\$969.83	8/16/00	PAYROLL ENDING 8/12/00
			FICA	Payroll Deductions	\$786.01		
			Federal Taxes Withheld	Payroll Deductions	\$1,413.05		
			Medicare	Payroll Deductions	\$183.82		
				Total this claim	\$3,352.71		
0	578	CVS PHARMACY		Other Operating Supplies	\$5.59	8/8/00	BANK CARD PURCHASE
				Total this claim	\$5.59		
0	593	EFTPS		Empl.Share FICA&Medicare	\$977.41	8/30/00	PAYROLL ENDING 8/26/00
			FICA	Payroll Deductions	\$792.14		
			Federal Taxes Withheld	Payroll Deductions	\$1,418.25		
			Medicare	Payroll Deductions	\$185.27		
				Total this claim	\$3,373.07		
0	592	PAYROLL		Salary of Assistants	\$12,114.05	8/30/00	PAYROLL
				Wages of Janitor	\$662.21		
				Total this claim	\$12,776.26		
19293	580	BEVERLY AUSTIN		Other Professional Services	\$1,346.15	8/16/00	PAYROLL ENDING 8/12/00
				Total this claim	\$1,346.15		
19294	588	CALL-LEADER		Advertising & Public Notices	\$20.50	8/16/00	CLASSIFIED AD
				Total this claim	\$20.50		
19295	582	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	8/16/00	PAYROLL ENDING 8/12/00
				Total this claim	\$195.00		
19296	585	INDIANA GAS COMPANY		Gas	\$27.88	8/16/00	SERVICE PERIOD 7/10-8/9/00
				Total this claim	\$27.88		

<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>
19297	586	INDIANA SECRETARY OF STA		Dues	\$10.00	8/16/00	NMCP LS LEASING CORPORATION
				Total this claim	\$10.00		
19298	583	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$603.44	8/16/00	PAYROLL ENDING 8/12/00
				Total this claim	\$603.44		
19299	587	OFFICE MAX CREDIT PLAN		Technology Equipment	\$129.99	8/16/00	MODEM FOR S'VILLE
				Office Supplies	\$71.98		CARTRIDGE
				Total this claim	\$201.97		
19300	584	POSTMASTER		Postage & UPS	\$33.00	8/16/00	FRANKTON STAMPS
				Total this claim	\$33.00		
19301	591	FOX TV & APPLIANCE, INC.		Equipment/Maint.	\$20.00	8/16/00	REPAIR TV - CLEAN HEADS
				Total this claim	\$20.00		
19302	589	INCOLSA		Professional Meetings	\$20.00	8/16/00	INTERMEDIATE HTML WORKSHOP -
				Total this claim	\$20.00		
19303	590	JAMIE B. SCOTT		Traveling Expense	\$43.68	8/16/00	MILEAGE FOR AUGUST
				Total this claim	\$43.68		
19304	599	AMERICAN ELECTRIC POWER		Electricity	\$1,603.71	8/30/00	SERVICE PERIOD 7/14/00-8/14/00
				Electricity	\$12.54		OUTDOOR LIGHT AT S'VILLE
				Total this claim	\$1,616.25		
19305	601	AMERITECH		Telephone & Telegraph	\$206.58	8/30/00	SERVICE PERIOD 7/5-8/4/00
				Total this claim	\$206.58		
19306	602	ANDREW HARPER		Professional Services	\$40.00	8/30/00	MOWING FOR JULY, 2000
				Total this claim	\$40.00		
19307	600	AT&T		Telephone & Telegraph	\$58.88	8/30/00	PAYMENT DATE 9/3/00
				Total this claim	\$58.88		
19308	596	CITY OF ELWOOD NON-REVE	Insurance	Emp Cont Group Ins	\$559.46	8/30/00	INSURANCE PAYMENT FOR AUGUST
				Emp Cont Group Ins	\$1,258.83		
				Total this claim	\$1,818.29		
19309	595	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	8/30/00	PAYROLL ENDING 8/26/00
				Total this claim	\$195.00		
19310	594	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,296.17	8/30/00	PAYROLL PAYMENT FOR AUGUST
			County Taxes Withheld	Payroll Deductions	\$363.57		
				Total this claim	\$1,659.74		

<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>
19311	597	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$585.55	8/30/00	PAYROLL ENDING 8/26/00
				Total this claim	\$585.55		
19312	598	SHARON FOUTS		Postage & UPS	\$11.43	8/30/00	PETTY CASH REIMBURSEMENT
				Fuel, Oil and Lubricants	\$6.00		
				Other Operating Supplies	\$4.18		
				Professional Meetings	\$15.42		
				Total this claim	\$37.03		
19313	603	BEVERLY AUSTIN		Other Professional Services	\$1,346.15	8/30/00	PAYROLL ENDING 8/26/00
				Total this claim	\$1,346.15		
19314	605	22ND STREET HARDWARE		Bldg. Matl. And Supplies	\$49.25	9/11/00	LIGHT BULBS
				Total this claim	\$49.25		
19315	616	A.E. BOYCE CO., INC.		Official Records	\$514.82	9/11/00	INVOICE # 233331, 233431
				Total this claim	\$514.82		
19316	606	AMERICAN ELECTRIC POWER		Electricity	\$447.54	9/11/00	SERVICE PERIOD 7/13/00-8/11/00
				Total this claim	\$447.54		
19317	607	AMERITECH		Telephone & Telegraph	\$533.28	9/11/00	SERVICE 8/24/00-9/24/00
				Total this claim	\$533.28		
19318	608	ARAB TERMITE & PEST CONT		Professional Services	\$91.00	9/11/00	INVOICE # 080092
				Total this claim	\$91.00		
19319	609	AT&T		Telephone & Telegraph	\$12.52	9/11/00	BILL DATE 8/21/00
				Total this claim	\$12.52		
19320	610	AUDIO VISUAL COMMUNICATI		Professional Services	\$119.00	9/11/00	SERVICE AGREEMENT FOR SEPT
				Total this claim	\$119.00		
19321	666	BAKER & TAYLOR		Elwood Adult	\$986.63	9/11/00	VAROUS INVOICES
				Elwood Childrens	\$1,313.12		
				Elwood YA	\$3.59		
				Frankton	\$1,656.59		
				Summitville	\$204.85		
				Elwood AV	\$17.97		
				Total this claim	\$4,182.75		
19322	611	BARBARA SNIPES		Traveling Expense	\$55.10	9/11/00	MILEAGE FOR AUGUST
				Total this claim	\$55.10		

<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>
19323	612	BELL & HOWELL INFO AND LE		Elwood Period. & News.	\$245.17	9/11/00	INVOICE # 1111196
				Total this claim	\$245.17		
19324	613	BEVERLY AUSTIN		Traveling Expense	\$108.36	9/11/00	MILEAGE
				Total this claim	\$108.36		
19325	614	BINGHAM, FARRER & WILSON		Legal Services	\$124.50	9/11/00	
				Total this claim	\$124.50		
19326	615	BORDERS BOOK SHOP		Elwood Adult	\$14.00	9/11/00	
				Total this claim	\$14.00		
19327	617	CALL-LEADER		Advertising & Public Notices	\$60.87	9/11/00	BUDGET LEGAL NOTICE
				Total this claim	\$60.87		
19328	618	CINTAS CORPORATION		Cleaning & Sanitation Supplies	\$69.12	9/11/00	INVOICE # 716431184, 716429193, 71
				Cleaning & Sanitation Supplies	\$35.09		
				Total this claim	\$104.21		
19329	619	CITY WATER & SEWAGE DEP		Water	\$129.74	9/11/00	METER READ 7/24/00
				Total this claim	\$129.74		
19330	620	CONGRESSIONAL QUARTERL		Elwood Period. & News.	\$25.76	9/11/00	INVOICE # 101707
				Total this claim	\$25.76		
19331	621	COVEY INC.		Office Supplies	\$64.95	9/11/00	INVOICE # 1981
				Total this claim	\$64.95		
19332	622	CVS PHARMACY		Other Operating Supplies	\$18.42	9/11/00	
				Total this claim	\$18.42		
19333	623	DALE BOGARDS AFFORDABL		Professional Services	\$450.00	9/11/00	INVOICE # 7563
				Total this claim	\$450.00		
19334	668	DEMCO		Other Operating Supplies	\$88.15	9/11/00	INVOICE # 942505
				Total this claim	\$88.15		
19335	624	EDWARDS ELECTRICAL & ME		Professional Services	\$550.00	9/11/00	
				Bldg. Matl. And Supplies	\$30.82		
				Total this claim	\$580.82		
19336	626	ELWOOD HERITAGE PRESER		Elwood Indiana Room	\$32.00	9/11/00	HISTORIC BUILDING REPLICAS
				Total this claim	\$32.00		
19337	625	EMILY DAVIDSON		Traveling Expense	\$23.24	9/11/00	MILEAGE
				Total this claim	\$23.24		

<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>
19338	627	EVERTON PUBLISHERS, INC.		Elwood Indiana Room	\$87.05	9/11/00	INVOICE # 212
				Total this claim	\$87.05		
19339	628	FILIP, INC.		Other Operating Supplies	\$29.00	9/11/00	INVOICE # 93472
				Total this claim	\$29.00		
19340	629	GALE GROUP		Elwood Adult	\$154.78	9/11/00	INVOICE # 10175092
				Total this claim	\$154.78		
19341	630	GAYLORD BROS.		Book Processing	\$126.84	9/11/00	INVOICE # OH45873008
				Total this claim	\$126.84		
19342	631	GLENNA STEWART		Traveling Expense	\$11.76	9/11/00	MILEAGE
				Total this claim	\$11.76		
19343	632	GROLIER EDUCATIONAL COR		Elwood Adult	\$316.94	9/11/00	INVOICE # 10473558
				Total this claim	\$316.94		
19344	633	HERITAGE BOOKS, INC		Elwood Indiana Room	\$65.00	9/11/00	INVOICE # 200809114
				Total this claim	\$65.00		
19345	634	HERITAGE PATHWAYS, INC.		Elwood Indiana Room	\$27.95	9/11/00	INVOICE # 262361
				Total this claim	\$27.95		
19346	635	HORTON'S & SONS OF ELWO		Bldg. Matl. And Supplies	\$9.10	9/11/00	
				Total this claim	\$9.10		
19347	636	INDIANA GAS COMPANY		Gas	\$12.03	9/11/00	SERVICE PERIOD 7/31/00-8/30/00
				Total this claim	\$12.03		
19348	637	INDIANA-AMERICAN WATER C		Water	\$47.91	9/11/00	BILLING PERIOD 7/6/00-8/8/00
				Total this claim	\$47.91		
19349	638	INDIANAPOLIS STAR		Summitville Period. & Newsp.	\$102.96	9/11/00	52 WEEK SUBSCRIPTION FOR HAZE THROUGH 9/14/01
				Total this claim	\$102.96		
19350	639	INSPIRATIONAL BOOK DISTRI		Elwood Adult	\$96.44	9/11/00	INVOICE # 19671, 19433
				Total this claim	\$96.44		
19351	640	IRVING COMPUTING	Gift	Elwood Childrens	\$219.93	9/11/00	INVOICE # 520
				Total this claim	\$219.93		

<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>
19352	641	K MART		Other Operating Supplies	\$61.31	9/11/00	
				Summitville	\$19.46		
				Summitville AV	\$163.81		
				Elwood Adult Programing	\$27.96		
				Total this claim	\$272.54		
19353	642	LIBRARY CORPORATION, THE		Automation	\$1,928.00	9/11/00	INVOICE # 2000110033
				Total this claim	\$1,928.00		
19354	643	LIBRARY STORE INC., THE		Book Processing	\$39.90	9/11/00	INVOICE # 253896
				Office Supplies	\$105.10		
				Total this claim	\$145.00		
19355	644	LUCENT TECHNOLOGIES		Professional Services	\$137.64	9/11/00	SERVICE AGREEMENT
				Total this claim	\$137.64		
19356	645	MARSH SUPERMARKET		Elwood Adult Programing	\$40.88	9/11/00	ADULT SUMMER READING
				Total this claim	\$40.88		
19357	667	MARVIN SAUBERT		Professional Services	\$160.00	9/11/00	LAWN CARE FOR AUGUST
				Total this claim	\$160.00		
19358	646	MIDWEST TAPE		Frankton AV	\$211.89	9/11/00	VARIOUS INVOICES
				Elwood AV	\$661.67		
				Total this claim	\$873.56		
19359	647	MyFAMILY.COM		Elwood Indiana Room	\$29.19	9/11/00	INVOICE # 40006821
				Total this claim	\$29.19		
19360	648	OLD RICHARDVILLE PUBLICA		Elwood Indiana Room	\$16.00	9/11/00	ORDER ID 575
				Total this claim	\$16.00		
19361	649	OXMOOR HOUSE		Frankton	\$29.91	9/11/00	2000 CHRISTMAS WITH COUNTRY LI
				Total this claim	\$29.91		
19362	650	POLITICAL RESEARCH INC.		Elwood Adult	\$32.95	9/11/00	INVOICE # 184369
				Total this claim	\$32.95		
19363	651	PURCHASE POWER		Postage & UPS	\$29.63	9/11/00	
				Total this claim	\$29.63		
19364	652	QUILL CORPORATION		Office Supplies	\$242.81	9/11/00	INVOICE # 9555446, 9555427,9555404 9599073
				Technology Equipment	\$303.01		
				Furniture & Equipment	\$1,639.33		
				Total this claim	\$2,185.15		

<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>
19365	653	RADIO SHACK		Other Operating Supplies	\$2.79	9/11/00	
				Total this claim	<u>\$2.79</u>		
19366	654	RAMSAY BUSINESS PRODUC		Professional Services	\$185.00	9/11/00	MAINTENANCE AGREEMENT-SHARP
				Office Supplies	\$161.86		COPY COUNT, IMAGING FILM
				Total this claim	<u>\$346.86</u>		
19367	655	RTC INC. REACHING THE CHIL		Frankton AV	\$28.95	9/11/00	INVOICE # 7547116
				Total this claim	<u>\$28.95</u>		
19368	656	SALEM PRESS, INC		Elwood Adult	\$275.50	9/11/00	INVOICE # 0297065-IN
				Total this claim	<u>\$275.50</u>		
19369	657	SCHOLARLY RESOURCES INC		Elwood Indiana Room	\$32.20	9/11/00	INVOICE # 73709
				Total this claim	<u>\$32.20</u>		
19370	658	SELBY PUBLISHING		Elwood Indiana Room	\$1,176.58	9/11/00	
				Total this claim	<u>\$1,176.58</u>		
19371	659	SPECIALTY STORE SERVICES		Book Processing	\$61.13	9/11/00	INVOICE # 790677
				Total this claim	<u>\$61.13</u>		
19372	660	STATE CHEMICAL MANUFACT		Cleaning & Sanitation Supplies	\$6.36	9/11/00	INVOICE # 90810410
				Total this claim	<u>\$6.36</u>		
19373	661	THOMSON INDIANA		Advertising & Public Notices	\$64.60	9/11/00	INVOICE # 1654992
				Total this claim	<u>\$64.60</u>		LEGAL NOTICE - BUDGET
19374	662	TOWN OF FRANKTON		Electricity	\$119.03	9/11/00	BILLING DATE 8/22/00
				Water	\$7.83		
				Waste Disposal Services	\$9.90		
				Total this claim	<u>\$136.76</u>		
19375	663	UPBEAT, INC.	Gift	Furniture & Equipment	\$365.00	9/11/00	INVOICE # 00355976
				Total this claim	<u>\$365.00</u>		BENCH - MR. BRUGGER
19376	664	US OFFICE PRODUCTS		Professional Services	\$95.50	9/11/00	INVOICE # 05CT1734
				Total this claim	<u>\$95.50</u>		
19377	665	VERIZON		Telephone & Telegraph	\$239.50	9/11/00	STATEMENT ENDING 8/25/00
				Total this claim	<u>\$239.50</u>		

Warrant Claim

Number Number

Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$60,505.59

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.

Thursday, September 07, 2000

Beverly J. Austin
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 8 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$60,505.59

Date this day of , 19

Signatures of governing board members: Pamela L. Ballander, David H. Hoffman, Sharon Pace, Jerry Hauser, Betty Caldwell, Kevin M. Sligo, Cindy M. Powell

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	SEP 1999	SEP 2000	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	2933	3123	190	6%	27821
JUVENILE	2016	2339	323	16%	19176
Y. A.	135	165	30	22%	1484
PERIOD.	436	602	166	38%	4519
AUDIO	201	201	0	0%	2063
VIDEO	1844	1964	120	7%	18370
TOTAL	7565	8394	829	11%	73433
FRANKTON					
ADULT	1199	883	-316	-26%	8861
JUVENILE	660	442	-218	-49%	6180
Y. A.	33	21	-12	-57%	349
PERIOD.	287	229	-58	-20%	2476
AUDIO	16	42	26	163%	320
VIDEO	723	655	-68	-9%	7311
TOTAL	2918	2272	-646	-22%	25497
HAZELBAKER					
ADULT	623	699	76	12%	6175
JUVENILE	454	477	23	5%	5344
Y. A.	21	27	6	29%	290
PERIOD.	161	141	-20	-12%	1301
AUDIO	30	37	7	23%	367
VIDEO	440	393	-47	-11%	4168
TOTAL	1729	1774	45	3%	17665
SYSTEM					
ADULT	4755	4705	-50	-1%	42857
JUVENILE	3130	3258	128	4%	30700
Y. A.	189	213	24	13%	2123
PERIOD.	884	972	88	10%	8296
AUDIO	247	280	33	13%	2770
VIDEO	3007	3012	5	0%	29849
TOTAL	12212	12440	228	2%	116595
TRAFFIC					
	ELWOOD	FRANKTON	HAZELBAK.		
TRAFFIC	7608	1681	1330		
REF.	78	286	94		
ASSITS.	1913	291	581		
COMP A.	699	142	178		
J.	472	n/a	110		
PROG. A.	n/a	n/a	n/a		
J.	12/304	n/a	n/a		

Senior Reading

8/22/00

Senior Reading will be starting Tuesday September 19 after 11:00. David Goodknight will assist in the program.

The Elwood Library will be transporting large print books to the following locations.

Dickey Nursing Home

Park View Nursing Home

Park View Assisted Living

The books will be on loan for a two(2) week period. Books can be renewed for an additional period of two(2) weeks.

The library will make up the selections from the large print collection.

The books will be checked out to each individual site.

A survey of interests have been taken and the wishes of the individuals will be taken in consideration when completing the selections taken.

All locations have been telephoned and are aware of the starting date and time.

At present the following interested parties at the are as follows.

Dickey Nursing Home four(4)

Park View Nursing Home Fifteen (15)

Park View Assisted Living four(4)

FRANKTON SUMMER READING CLUB

BE A WINNER...READ!!! was the theme we chose for our summer reading program. We tried to follow the Olympic theme throughout.

After several years of having very little programming in the library, we decided to try several small groups and get back to programming again.

For our "Opening Day" we hired the "TIMESTEPPERS" from Chicago. They are an educational entertainment group. We had money donated for this. We rented the Frankton High School cafeteria and put out plenty of advertisement, however only 12 children came.

During the following 4 weeks we had several story/craft hours for all ages. Some groups had 10 - 12 children and others had 2 or 3.

For our "Closing Day" we gave Olympic medals for reading and attendance performance. Considering all we compete with, ball games, Bible school, summer school...., I felt our Summer Reading program was a success with 35 children registered.



Elwood Public Library

1600 Main Street, Elwood, Indiana 46036-2023

Phone: 765/552-5001

FAX: 765/552-0955

"BOOKS GET OUR VOTE!"

The Elwood Public Library would like to thank you for your donation to the Adult Summer Reading Program. Your contribution helped make it a success.

This was our second year for the adult reading program and it surpassed our goals from last years' program. There were 155 adults who enrolled in the program. We had 9 weekly drawings and a grand prize drawing and party to hand out all the nice items we received. In addition, there were 8 evening programs open to the public.

The following is a list of participating merchants:

Red Gold / Red Giant	Elwood Tire & Auto
Prestige Crystal	Kutche's
Jerry's Beauty Salon	Wyant Ford
Zip's Barber Shop	Lucky Strike Lanes
Patrick Miller & Assoc.	Venus Chocolate Shop
Fiesta Hair & Tanning	Vest Cleaners
Blair's Flowers	Updegraff Furniture
Goldsberry's Flowers	CVS-Downtown
Love's Flowers	Webb's Hallmark Shop
Papa John's Pizza	YMCA
Dairy Queen	Indiana State Fair
Hardee's	Mr. Happy Burger
Jim Dandy	Subway Sandwich Shop

Also, I would like to thank the McDonald's Restaurant of Elwood for giving us 100 coupons for a free ice cream and the Country Buffet Restaurant of Anderson for 50 free meal tickets.

The generous donations of our local businesses MADE the program fun and exciting for our patrons. The year 2001 reading program has already been asked for and we look forward to your contribution again next year.

Sincerely,

Nancy Neal

FRIDAY, October 6, 2000

Elwood Public Library 8:00 a.m. – 4:45 p.m.

TO: NMCPLS BOARD

RE: In Service for all library employees

Attached is a plan for an in-service I would like to have for our employees on Friday, October 6, 2000. I feel that this would be an opportunity for me to have everyone in one place at one time to do some goal setting. I feel it is very important for all the staff to have this opportunity, -not just at a Christmas gathering or retirement party.

By holding the in-service on Friday, the library would then be open on Saturday for patrons to get "weekend entertainment needs". I am including an article from the "Indianapolis Star" on August 12, 2000, which publicizes the Noblesville Southeastern Public Libraries in-service. I know that Anderson Public holds one or two in-services each year for all their staff. They also hold in-services by departments.

I have included the In Service request under New Business.

Thank you for your consideration of this project.

- 8:00 a.m.-8:30 a.m. Grouping & Goal Setting
- 8:30 a.m.-9:15 a.m. Mike Burns, Indiana State Police on Security in the Workplace
- 9:15 a.m. – 9:30 a.m. Grouping and instructions
- 9:30 a.m. – 10:30 a.m. Sessions: INDIANA ROOM
CIRC-PAC
REFERENCE
- 10:30 a.m. – 10:45 a.m. BREAK
- 10:45 a.m. – 11:45 a.m. Concurrent sessions repeated
- 11:45 a.m. – 1:15 p.m. LUNCH
- 1:15 p.m. – 2:00 p.m. Mark Fellwock, Therapist at St. Vincent-Mercy Hospital, on Ergonomics
- 2:00 p.m. – 2:10 p.m. Break
- 2:10 p.m. – 3:10 p.m. Concurrent sessions repeated
- 3:10 p.m. – 4:10 p.m. Brainstorming groups
- 4:10 p.m. – 4:45 p.m. Brainstorming sharing

8/12/00

WHAT'S UP

Libraries to close for in-service day

■ **NOBLESVILLE AND FISHERS**
Noblesville Southeastern Public Libraries in Noblesville and Fishers will be closed Friday for a staff in-service day.

Book drops at the Fishers branch will be open for material returns, but the Noblesville book drop will be closed.

Late fees will not accrue on Friday. The libraries will re-open for regular hours Aug. 19.

Beginning Tuesday, the libraries' hours of operation are 9 a.m. to 9 p.m. Mondays through Thursdays, 9 a.m. to 5:30 p.m. Fridays and Saturdays and 1:30 p.m. to 5:30 p.m. Sundays.

For more information, call (317) 773-1384.

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
ELWOOD PUBLIC LIBRARY
October 9, 2000

Executive Session
6:45p.m.

CALL TO ORDER
CALL FOR QUORUM
BUSINESS -- Insurance Bids
Lease Property

Regular Meeting
7:00p.m.

CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS
Liability Insurance for Board/Director
NEW BUSINESS
Material Policy
Appoint Nomination Committee/Report in November/Election in December
DIRECTOR'S REPORT
ADJOURN

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
EXECUTIVE MEETING
October 9, 2000
6:45 p.m.

President Sharan Pace called an executive meeting to order at 6:45 pm in the Elwood Public Library Meeting Room on October 9, 2000.

Attending with President Pace were board members Jerry Kaiser, Pam Bohlander, Betty Caldwell and Cindy Powell. Also present were Director Beverly Austin and Diana Shepard.

Discussion was held concerning liability insurance. Quotes have been received from Burnette-Dellinger Inc., The Indiana Library Federation, and Gregory & Appel Insurance.

Discussion was held concerning the Lease Agreement between the Library and National City Bank who currently rents half of our Frankton building.

Marsha Grove, Director of the Anderson Library, has contacted Director Austin concerning a shared LSTA Grant to acquire E books on the Internet. At this time no further information has been received.

David Hoffman, Secretary

Pam Bohlander
Betty Caldwell
Sharan Pace

Kevin Dyer
Jerry Kaiser
Cindy Powell

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

Board of Trustees
Regular Meeting
October 9, 2000
7:00 p.m.

CALL TO ORDER

President Sharan Pace called a meeting of the North Madison County Public Library System to order at 7:00 p.m. on October 9, 2000 in the Meeting Room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Pace were Jerry Kaiser, Pam Bohlander, Betty Caldwell and Cindy Powell. Also present were Director Beverly Austin, Diana Shepard and Mike Retherford, Elwood Call Leader reporter.

MINUTES

The minutes were approved with a motion by Pam Bohlander, seconded by Jerry Kaiser and passed by the members.

CLAIMS REGISTER

The board members signed the claims register and Treasurer Pam Bohlander signed the checks.

OLD BUSINESS

It was decided that Director Beverly Austin should gather more information concerning liability insurance to cover the Board of Trustees, Library Director and Staff. She is to find how Burnette-Dellinger's coverage compares with the coverage from Chubb Insurance. The Chubb quote was received from Gregory & Appel Insurance.

NEW BUSINESS

A motion was made by Jerry Kaiser to accept the new Materials Circulation Policy as presented. The motion passed after a second was made by Cindy Powell.

President Pace discussed that Vice-President Kevin Sipe will report at the November meeting the list of nominees for Election of Officers, which will take place in December.

DIRECTORS REPORT

No progress has been made with Sargent Lock about the key problem. Attorney Jim Wilson has been made aware of the situation. A letter has been sent by Jim Wilson to Sargent Lock stating that if the situation is not corrected litigation could follow after thirty days. On Friday, October 6, 2000 the staff had an in-service day. Three concurrent sessions were held. One session conducted by Glenna Stewart and Jamie Scott gave pertinent information about Circulation-Public Access computers. The Indiana Room

session was lead by Loretta Dodd, each staff member was given the opportunity to build a family tree. Beverly Austin, Emily Davidson and Brenda Williams conducted the third session on Reference Materials. Mark Fellwock, Therapist at St. Vincent-Mercy Hospital was present to give the staff tips on "Ergonomics". The staff held brainstorming sessions, with suggestions on programming and policy. The day was a great success. Director Austin and Diana Shepard left at 1:00pm to attend the Budget Hearing at Anderson. Friends of the Library will host "Christmas at the Library" on Monday through Thursday, December 4, 5, 6, and 7. Letters have been sent to various organizations in order to obtain entertainment. The board is invited to participate with this event. A suggestion was made that they could donate poinsettias. The staff will decorate. On October 24, 2000 a Spook-a-Rama will be held in the meeting room of the Elwood Library. The Youth Services Department has been very busy getting ready for this event. It will include a pumpkin contest. Participants may bring their pumpkins to the library on October 21 through the 23. Jamie Scott is giving computer classes to fifth grade students at the Summitville library. Students are being taught beginning computer in-groups of six students at a time. Ralph Maley painted new stripes on the parking lot. The board agreed that they look very good. Three outside lights need new transformers. The outside lights need to be timed to stay on later during the winter season. The next meeting will be held November 13, 2000 at Elwood.

At 7:30 a motion was made by Jerry Kaiser to adjourn the meeting. The motion was seconded by Cindy Powell and passed.

David Hoffman, Secretary

Pamela Bohlander
Betty Caldwell
Sharan Pace

Kevin Sipe
Jerry Kaiser
Cindy Powell

TO: NMCPLS BOARD OF TRUSTEES

RE: Enclosures

Enclosed please find:

Quick reference entitled "The Open Door Law and Executive Sessions" just for your information.

Copies of the "Materials Circulation Policy"-old and revised. I would like for you to go over the policy and be prepared to discuss and adopt the October 2000 version.

Meeting agenda

Executive session is short. Have another liability insurance bid to give you. Also Mr. Sipe had questions concerning our current lease with the bank at Frankton. I didn't know what discussion that might lead into.

Any questions or concern before Monday, October 9th, please call.

MEETING: MONDAY, OCTOBER 9th, Elwood Public Library, Meeting room at 6:45 p.m.

To Replace
Feb. 1996
Policy

MATERIALS CIRCULATION POLICY

October 2000

In an effort to safeguard and protect the taxpayer-supported assets of the North Madison County Public Library System, the Library establishes the following rules and charges regarding the borrowing of Library materials and their timely return.

GENERAL RULES

1. When checking out library materials, patrons must present a VALID BORROWERS CARD. The expiration date of a BORROWERS CARD is 730 days [2 years]. (Card may not be expired nor have outstanding fines/fees over \$5.00) During the interim of preparation for a new card, a patron may check out one item prior to receiving their regular BORROWER'S CARD.

2. The Library reserves the right to limit the number of items a patron may check out at any one time or have an aggregate total of items checked out.

Patrons coded as "juveniles" (Children up to 6th grade) are limited to a maximum of 6 items as an aggregate. "Students" (minors 6th grade through age 17) are limited to an aggregate of 12 items. "Adults" (any one over age 18) are limited to a maximum of 24 items, only 3 of which may be videocassette tapes. (See "VIDEO TAPES")

3. Teacher borrowing materials for their classroom use their personal BORROWERS CARD and are restricted to the privileges afforded by that card.

4. Any patron with any overdue materials or outstanding fines/fees totaling \$5.00 or more may borrow no additional materials. No reference materials, including materials from the Indiana Room, will be loaned to any patron.

5. Unless legally divorced/separated, spouses are responsible for each other's fines/fees. Also custodial parents of children under the age of 18 are responsible for the fines/fees of the children.
6. Overdue charges may not exceed the cost of the material against which the charge is made.
7. There is a \$5.00 charge for replacement of a lost BORROWER'S CARD.
8. The Library reserves the right to require a \$10.00 deposit before loaning items highly vulnerable to theft such as GED books. Provided the materials are returned on time and in good condition, the deposit will be fully refunded. However, any accumulated fines and/or fees will be deducted from the deposit before refunding.

BOOKS and AUDIO TAPES (Music cassettes & Books-on-tape)

1. All books and tapes may be loaned for two weeks. Books and tapes not on reserve may be renewed twice, either in person or by telephone. Patrons may request the 6-week loan to cover vacation, classroom use, hospitalization, etc.
2. Reserve requests are filled strictly on a first-come, first-served basis. Reserved materials are loaned for a two-week period only. There are no renewals.
3. Patrons may reserve a book or audiotape by telephone, and will be notified by telephone when that book/tape is available to them. If the material has not been checked out to that patron within three (3) days, the next patron is notified. A patron who fails to borrow the material or notify library staff to the contrary, will be moved to the end of the reserve list
4. Reserve requests from patrons at a location other than the holding library are to be taken and filled as above. Couriers visit each facility at least once a week and can deliver reserve materials to the facility of the patron's choice. Should the patron fail to pick up the

book within three (3) days after being notified, the book is to be returned immediately to the holding library. The two-week lending period begins when the patron checks out the material. The material is to be returned to the holding library immediately after its return by the patron.

5. Overdue books/tapes are fined at 10 cents per day per book/tape. Fines may not accrue beyond the price of the book/tape.
6. If a book/tape is reported lost or damaged, the patron is responsible for the replacement or repair cost of the book/tape and any overdue fine accumulated on the lost book/tape by the time it is reported lost.

MAGAZINES

1. Magazines may be checked out for three days and may be renewed once, either in person or by telephone.
2. Overdue magazines are fined at a rate of 10 cents each per day.
3. If a magazine is reported lost or damaged, the patron is responsible for the replacement or repair cost of the magazine and any overdue fine accumulated on the lost magazine.

VIDEO TAPES

1. Only patrons age 18 and over, with a valid adult BORROWER'S CARD, may check out videos. A maximum of three may be checked out at any one time or as an aggregate.
2. Videotapes may be loaned for a single two-day period. They may be renewed for one additional day in person or by telephone. Videotapes cannot be reserved.
3. Videos must be returned to the same system facility from which they were borrowed.

4. Overdue videotapes are charged at a rate of \$2.00 per tape per day.
5. If videotape is reported lost or damaged, the patron is responsible for the replacement or repair cost of the videotape and any overdue fine accumulated on the lost videotape.

OVERDUE NOTIFICATION PROCEDURE

When materials become overdue, the Library cannot tell if patrons have simply forgotten to return them in a timely manner, or if they intend to never bring them back. And because taxpayers' money is involved, the Library feels a legal and moral obligation to make every effort to recover those materials. Items that are missing are denied to other patrons and if they cannot be recovered in a timely fashion, the Library often must spend additional funds to purchase duplicate materials.

The recovery of overdue materials is a labor-intensive and time-consuming process. While the Library will make every effort to work with patrons to lessen or dismiss accumulated fines/fees if extenuating circumstances are involved, the Library cannot allow patrons to retain possession of materials for indefinite periods and then expect to have all penalties forgiven. Patrons should understand that the burden of responsibility for returning past due items falls upon themselves.

The following rules are established to expedite the process of recovering overdue materials:

1. When an item is checked out, the patron is given a date due slip. This constitutes the **FIRST NOTICE**.
2. Borrowing privileges are revoked immediately after material(s) become delinquent.
3. Three days after the due date, the Library will mail a reminder to the borrower. In the case of minors, notices are sent in care of the parent/guardian who signed the application for the child's library card. This notice will list each overdue item separately, and constitutes the **SECOND NOTICE**.

4. Ten days after the SECOND NOTICE a THIRD and FINAL NOTICE is sent.
5. If, after these notices, the patron still has not returned the overdue materials and resolved their debt, the patron is reported to the credit bureau.
6. Teachers are responsible for all fines, fees, lost materials, etc., regardless of the purpose for which materials were borrowed on their BORROWER CARD. Teachers are to be sent overdue notices according to the policy outlined above.
7. Borrowing privileges are reinstated after materials are recovered and fines are paid. If materials are NOT returned for any reason (e.g., lost or damaged beyond repair), replacement costs must be paid before borrowing privileges are reinstated.
8. Patrons fined the cost of material(s) are not entitled to keep the material(s). They are paying for keeping the material past due-not buying it.
9. Replacement costs are the price of the item.

FINE SUMMARY

Format	Reserve	Loan	Renewable	Overdue Fine
Book	Yes	2 wks	2 wks, twice	.10/day
Book-on-tape	Yes	2 wks	2 wks, twice	.10/day
Music cassette	Yes	2 wks	2 wks, twice	.10/day
Magazine	Yes	3 days	3 days, once	.10/day
Video tape	No	2 days	1 day, once	\$2/day

October 3, 2000

Beverly J. Austin
Director
North Madison County Public Library System
1600 Main Street
Elwood, IN 46036-2023

RE: Directors and Officers Liability Insurance Proposal

Dear Beverly,

Based on the application you submitted for coverage, Chubb Insurance Group has quoted the following limits and deductibles:

		Options		
I. Limits of Liability:	A. Each LOSS	\$1,000,000	\$3,000,000	\$5,000,000
	B. Each POLICY	\$1,000,000	\$3,000,000	\$5,000,000
II. Deductible:	Each Loss:	\$ 2,500	\$ 2,500	\$ 5,000
III. Annual Premium:		\$ 1,000	\$ 1,550	\$ 2,100

IV. **Coverage for Prior Acts:** Any claim reported in this policy term is subject to coverage, including those which may have occurred prior to the effective date of the first term of coverage as long as those claims were not reported or known about prior to the inception of the first term of this coverage. **THIS IS A CLAIMS MADE POLICY WITH COVERAGE FOR UNKNOWN PRIOR ACTS.**

V. **General Coverage Explanation:** Attached are Chubb brochures which discuss the coverage, but below is a summary of some of the most important points about this coverage:

A. Standard Commercial General Liability Insurance coverage such as the library maintains on the premises does not cover claims against the library which are not the result of bodily injury or property damage.

B. The Chubb Not-for-Profits Liability policy is designed to pay all loss the insured is legally obligated to pay arising out of:

1. WRONGFUL ACTS;
2. EMPLOYMENT-RELATED PRACTICES;

3. PERSONAL INJURY or PUBLISHERS LIABILITY

C. A **WRONGFUL ACT** is defined in the policy (page 10 of attached form) as any error, misstatement, misleading statement, act, omission, neglect, or breach of duty committed or attempted by an ORGANIZATION or INSURED PERSON in their insured capacity.

D. The following will be INSUREDS under this policy:

1. The North Madison County Public Library System
2. Any person who has been, now is or shall become a duly elected director or trustee, duly elected or appointed officer, employee or committee member (whether salaried or not) and any natural person serving in a voluntary capacity for the benefit of the library and at the specific request of the library.

E. **EMPLOYMENT-RELATED PRACTICES** means a **WRONGFUL ACT** constituting wrongful dismissal, discharge, or termination of employment, breach of any oral or written employment contract or quasi-contract, employment related misrepresentation, violation of employment discrimination laws (including harassment), wrongful failure to employ or promote, wrongful discipline, wrongful deprivation of a career opportunity, failure to grant tenure, negligent evaluation, employment related wrongful infliction of emotional distress.

F. The main exclusions in this policy are:

- a. Incidents which occurred prior to the inception date of coverage which were known to the insured at the time the policy is issued;
- b. Deliberately fraudulent acts or omissions or any willful violation of any statute or regulation;
- c. Any insured having gained any profit, remuneration, or advantage to which the insured was not entitled;
- d. Any claim arising out of pollution;
- e. Any contract, except employment contracts and the cost to defend a loss arising out of a contract;
- f. claims arising from bodily injury, property damage, sickness, disease or death, or mental or emotional distress (except for employment-related claims);
- g. Any actual or alleged violation of numerous federal or state laws as mentioned in the actual policy (page 4, part 4.2b);
- h. Any claim brought by an insured, except for derivative actions or employment-related claims.

Certainly you will want to read the entire policy, but the above points are the heart of the coverage, in my opinion. In Indiana, a director of a Not-for-Profit organization has the obligation to act in good faith, and with the care an ordinarily prudent person would exercise in discharging the duties of a director. The directors may be held liable if the

director has failed to perform the required duties and the failure is due to willful misconduct or recklessness. This means, from a practical standpoint, that it is fairly unlikely that a director will be found liable for his or her actions. However, this will not always deter a third party from suing the director and the library. As such, the primary purpose of this policy is to provide legal defense coverage.

Two of the biggest benefits of this policy are:


1. Anyone associated with the library in any capacity is covered, not just officers and directors, and
2. Coverage is extended to employment-related practices suits (which is a very troublesome coverage area today).

As I mentioned in our meeting, I use this same policy for many other Not-for-Profit organizations in Indianapolis, including the Indianapolis Museum of Art, the Eiteljorg Museum of American Indians and Western Art, the Greenwood Public Library, the Hussey-Mayfield Memorial Public Library (Zionsville), the Indiana Cooperative Library Services Association, and the Private Academic Library Network to name a few.

I would urge you to review all the information and please call me with any questions. I am returning the original application for you to sign and return to me. Coverage can be effected the day after you sign the application and we will bill the library in accordance with our normal billing procedure. The policy may be written for a term of one or three years. If the three year term is chosen, the premium will not be adjusted unless losses have been reported.

Thank you for taking the time to discuss this coverage with me. I look forward to working with you soon on other insurance coverages on the library.

SINCERELY,


DAVID L. STACE, CPCU
VICE PRESIDENT

MATERIALS CIRCULATION POLICY

February, 1996

In an effort to safeguard and protect the taxpayer-supported assets of the North Madison County Public Library System, the Library establishes the following rules and charges regarding the borrowing of Library materials and their timely return.

GENERAL RULES

1. When checking out library materials, patrons must present a valid (i.e. no outstanding fines/fees and/or not expired) BORROWER'S CARD. During the interim of preparation for a new card, a patron may check out one item prior to receiving their regular BORROWER'S CARD.

The expiration date of a BORROWER'S CARD is 730 days (2 years).

2. The Library reserves the right to limit the number of items a patron may check out at any one time or have as an aggregate total of items checked out.

Patrons coded as "juveniles" (children up to 6th grade) are limited to a maximum of 6 items as an aggregate. "Students" (minors 6th grade through age 17) are limited to an aggregate of 12 items. "Adults" (any one over age 18) are limited to a maximum of 24 items, only 3 of which may be video cassette tapes. (See "VIDEO TAPES")

Teachers borrowing materials for classroom use their personal BORROWER'S CARD and are restricted to the privileges afforded by that card. No additional materials may be borrowed by any patron with any overdue materials, or outstanding fines/fees totaling \$5 or more. No reference materials, including materials from the Indiana Room, will be loaned to any patron.

3. Unless legally divorced/separated, spouses are responsible for each other's fines/fees. Likewise, custodial parents of children under the age of 18 are responsible for the fines/fees of the children.
4. Overdue charges may not exceed the cost of the material against which the charge is made.
5. In addition to overdue fines and/or fees for damaged or lost materials, the Library reserves the right to charge customers a \$3 service fee.

6. ~~Because of the expense of the items and their fragile nature, there is an automatic \$2 fine for any video cassette or record returned through an outside drop box other than a receptacle expressly for such purpose.~~

9/07/99ED

\$5.00 9/07/1990

7. The is a \$1 charge for replacement of a lost BORROWER'S CARD.
8. The Library reserves the right to require a \$10 deposit before loaning items highly vulnerable to theft, such as GED books. Provided the materials are returned on time and in good condition, the deposit will be fully refunded. However, any accumulated fines and/or fees will be deducted from the deposit before refunding.

BOOKS

1. All books may be loaned for two weeks. Books not on reserve may be renewed twice, either in person or by telephone. Patrons may request the 6-week loan to cover vacation, classroom use, hospitalization, etc.
2. Reserve requests are filled strictly on a first-come, first-served basis. Reserved books are loaned for a two-week period only, there are no renewals.
3. Patrons may reserve a book by telephone, and will be notified by telephone when that book is available to them. If the book has not been checked out to that patron within three (3) days, the next patron is notified. A patron who fails to borrow a book, or notify library staff to the contrary, will be moved to the end of the reserve list.
4. Reserve requests from patrons at a location other than the holding library are to be taken, and filled, as above. Couriers visit each facility at least once a week and can deliver reserve materials to the facility of the patron's choice. Should the patron fail to pick up the book within three (3) days after being notified, the book is to be returned immediately to the holding library. The two-week lending period begins when the patron checks out the book. The book is to be returned to the holding library immediately after its return by the patron.
5. Overdue books are fined at 10 cents per day per book. Fines may not accrue beyond the price of the book.
6. If a book is reported lost or damaged, the patron is responsible for the replacement or repair cost of the book and any overdue fine accumulated on the lost book by the time it is reported lost, ~~plus any service fee and/or postage reimbursement fee.~~

AUDIO TAPES (Music and Books)

1. Books-on-tape and music cassettes are subject to the same policy as printed books.

MAGAZINES

1. Magazines may be checked out for three days and may be renewed once, either in person or by telephone.
2. Overdue magazines are fined at a rate of 10 cents each per day.
3. If a magazine is reported lost or damaged, the patron is responsible for the replacement or repair cost of the magazine and any overdue fine accumulated on the lost magazine, ~~by the time it is reported lost, plus any service fee and/or postage reimbursement fee.~~

VIDEO TAPES

1. Only patrons age 18 and over, with a valid adult BORROWER'S CARD, may check out videos. A maximum of three may be checked out at any one time or as an aggregate.
2. Video tapes may be loaned for a single two-day period. They may be renewed for one additional day in person or by telephone. Video tapes cannot be reserved.
3. Videos must be returned to the same system facility from which they were borrowed.
4. Overdue video tapes are charged at a rate of \$2 per tape per day.
5. ~~Video tapes returned through a drop box, other than one expressly for that purpose, will be assessed a \$2 fine.~~
10/11/77 EP
6. If a video tape is reported lost or damaged, the patron is responsible for the replacement or repair cost of the video tape and any overdue fine accumulated on the lost video tape, ~~by the time it is reported lost, plus any service fee and/or postage reimbursement.~~ 10/9/00

OVERDUE NOTIFICATION PROCEDURE

When materials become overdue, the Library cannot tell if patrons have simply forgotten to return them in a timely manner, or if they intend to never bring them back. And because taxpayers' money is involved, the Library feels a legal and moral obligation to make every effort to recover those materials. After all, items that are missing are denied to other patrons and if they cannot be recovered in a timely fashion, the Library often must spend additional funds to purchase duplicate materials.

The recovery of overdue materials is a labor-intensive and time consuming process. While the Library will make every effort to work with patrons to lessen or dismiss accumulated fines/fees if

extenuating circumstances are involved, the Library cannot allow patrons to retain possession of materials for indefinite periods and then expect to have all penalties forgiven. Patrons should understand that the burden of responsibility for returning past-due items falls upon themselves.

The following rules are established to expedite the process of recovering overdue materials.

1. When an item is checked out, the patron is given a date due card/slip. This constitutes the FIRST NOTICE.
2. Borrowing privileges are revoked immediately after material(s) become delinquent.
3. Three days after the due date, the Library will mail a ~~postcard~~ reminder to the borrower. In the case of minors, notices are sent in care of the parent/guardian who signed the application for the child's library card. This ~~postcard~~ will list each overdue item separately, and constitutes the ^{first} SECOND NOTICE. (~~Sample follows.~~)
4. Ten days after the ^{second} ~~post card~~ notice, a letter will be sent to the borrower outlining potential action to be taken against them in order to recover the missing material(s). This will constitute the THIRD AND FINAL NOTICE. (Sample follows.)
5. When materials valued at \$25 or more remain outstanding, the patron will be turned over to Unique Management Services, Inc. This materials recovery company will contact the patron at least twice. If, after these notices, the patron still has not returned the overdue materials and resolved their debt, the patron is reported to the credit bureau.
6. Teachers are responsible for all fines, fees, lost materials, etc., regardless of the purpose for which materials were borrowed on their BORROWERS' CARD. Teachers are to be sent overdue notices according to the policy outlined above.
7. Borrowing privileges are reinstated after materials are recovered and fines are paid. If materials are NOT returned for any reason (e.g., lost or damaged beyond repair), replacement costs must be paid before borrowing privileges are reinstated.
8. Patrons fined the cost of material(s) are not entitled to keep the material(s). They are paying for keeping the material past due--not buying it.
9. Replacement costs are the price of the item, ~~plus a \$3 service fee.~~

Now,
we do
nothing

FINE SUMMARY

Format	Reserve	Loan	Renewable	Overdue Fine
Book	Yes	2 wks	2 wks, twice	10 cents/day
Book-on-tape	Yes	2 wks	2 wks, twice	10 cents/day
Music cassette	Yes	2 wks	2 wks, twice	10 cents/day
Magazine (ALL)	Yes	3 days	3 days, once	10 cents/day
Video tape	No	2 days	1 day, once	\$2 per day*

~~*Because of their fragile nature, these items will incur a \$2 fine if returned via a drop box not expressly for that purpose.~~

~~OUTSIDE DROP BOX~~

~~The Library provides outside drop box(es) for the convenience of its patrons. Due to the unsupervised exposure of the drop box to vandalism, the Library cannot guarantee that materials will arrive inside the building in undamaged condition. In addition to the \$2 charge for video returned via the drop box, patrons are advised that they will be held responsible for any damaged print materials that are recovered from the drop box. While the Library will make every effort to provide adequate security for the drop box, the ultimate responsibility lies with the patron to ensure their materials are returned to the inside desk in acceptable condition.~~

9/67/99ED

NMCPLS IN-SERVICE
FRIDAY, OCTOBER 6, 2000
ELWOOD PUBLIC LIBRARY 8:00 A.M. – 5:00 P.M.

GROUPS:

A: Barb, Linda, Mary, Diana, Janet

B: Carolyn, Cinda, Karen, Amber, Sharon, Larry

C: Emily, Nancy, Peg, David, Brenda, Kay

CONCURRENT SESSIONS:

9:30 – 10:30 A.M. 10:45-11:45 A.M. 2:10-3:10 P.M.

INDIANA ROOM: Group B Group A Group C
(Loretta will present)

CIRC-PAC Group A Group C Group B
(Jamie and Glenna will present)

REFERENCE Group C Group B Group A
(Bev will present with Emily & Brenda)

8:00 A.M. – 8:27 A.M. Donuts, Juice, Tea & Coffee available in Meeting Room. (You may arrive anytime between 8 a.m. and 8:27 a.m.. Just allow yourself time for refreshments before the 8:30 Session.)

8:30 – 9:15 A.M.: Mike Burns, Indiana State Police “SECURITY IN THE WORKPLACE”

9:15-9:30 A.M. Grouping and instruction

9:30-10:30 A.M. First concurrent session (See above for your group)

10:30-10:45 A.M. Break

10:45 – 11:45 A.M. Second concurrent session (Diana & Janet will get things ready for lunch during this time. Don’t forget to bring the items you have signed up for to help with the lunch!)

11:45 a.m. – 1:15 p.m. LUNCH!!!! (Unfortunately, Bev & Diana will be leaving at 1:00 p.m. to attend the NMCPLS Public Hearing with the State at Anderson. However, they anticipate returning by 2:45 p.m.)

1:15 –2:00 P.M. Mark Fellwock, Therapist at St. Vincent-Mercy Hospital, “ERGONOMICS”

2:00 –2:10 P.M. Break

2:10 –3:10 p.m. Third concurrent session

3:15-4:15 P.M. Brainstorming groups & sharing.

4:30 P.M. YOU CAN GO HOME!!!!!!!!!!!!

You will NOT NEED TO CLOCK IN ON FRIDAY, OCT. 6. Diana will record the 8 hours for all those attending.

Financial Report
North Madison County Public Library System

Report Dates = 9/1/00 to 9/30/00

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. Operating Fund						
100	\$313,755.82	\$51,381.56	\$621,515.04	\$17,730.19	\$565,149.22	\$257,390.00
105 Operating Fund Investment	\$0.00	\$0.00	\$125,000.00	\$0.00	\$125,000.00	\$0.00
Subtotal	\$313,755.82	\$51,381.56	\$746,515.04	\$17,730.19	\$690,149.22	\$257,390.00
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$92.00	\$0.00	\$740.00	\$0.00	\$720.00	\$72.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00
115 LIRF	\$33,130.80	\$0.00	\$25,000.00	\$0.00	\$0.00	\$8,130.80
120 Gift	\$12,168.58	\$584.93	\$5,014.41	\$79.60	\$5,038.06	\$12,192.23
130 Debt Service Fund	\$0.00	\$0.00	\$121,000.00	\$0.00	\$131,042.61	\$10,042.61
Subtotal	\$45,391.38	\$584.93	\$151,754.41	\$79.60	\$161,800.67	\$55,437.64
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$2,855.96	\$31,106.84	\$2,855.96	\$31,106.84	\$0.00
202 FICA	\$0.00	\$1,592.33	\$16,805.47	\$1,592.33	\$16,805.47	\$0.00
203 State Tax Withheld	\$0.00	\$879.04	\$9,211.60	\$879.04	\$9,211.60	\$0.00
204 County Taxes Withheld	\$0.00	\$246.75	\$2,424.56	\$246.75	\$2,424.56	\$0.00
205 PERF	(\$65.52)	\$0.00	\$3,918.64	\$520.33	\$5,872.83	\$1,888.67
206 Credit Union	\$0.00	\$1,058.30	\$13,579.43	\$1,058.30	\$13,579.43	\$0.00
207 Annuity	\$0.00	\$390.00	\$3,900.00	\$390.00	\$3,900.00	\$0.00
208 Insurance	\$0.00	\$727.84	\$6,891.46	\$843.23	\$7,006.85	\$115.39
209 Medicare	\$0.00	\$372.45	\$3,930.48	\$372.45	\$3,930.48	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	(\$65.52)	\$8,122.67	\$91,768.48	\$8,758.39	\$93,838.06	\$2,004.06
Grand Total	\$359,081.68	\$60,089.16	\$990,037.93	\$26,568.18	\$945,787.95	\$314,831.70

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Appropriation Report for 100

North Madison County Public Library System

Report Date: From 9/1/00 To 9/30/00

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$35,015.00	(\$19,500.00)	\$15,515.00	\$0.00	\$15,050.27	\$464.73	97.0
1.12 Salary of Assistants	\$332,281.00	\$0.00	\$332,281.00	\$24,376.27	\$242,466.36	\$89,814.64	73.0
1.13 Wages of Janitor	\$16,962.00	\$0.00	\$16,962.00	\$1,307.25	\$13,540.51	\$3,421.49	79.8
1.14 Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,126.02	\$373.98	75.1
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$25,742.00	\$0.00	\$25,742.00	\$1,964.78	\$20,735.95	\$5,006.05	80.6
1.18 Emp Cont PERF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$11,760.97	\$18,239.03	39.2
1.19 Emp Cont Group Ins	\$8,000.00	\$0.00	\$8,000.00	\$824.02	\$6,370.11	\$1,629.89	79.6
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$449,800.00	(\$19,500.00)	\$430,300.00	\$28,472.32	\$311,050.19	\$119,249.81	72.3
<i>2. Supplies</i>							
2.1 Office Supplies	\$8,000.00	\$0.00	\$8,000.00	\$574.72	\$5,953.69	\$2,046.31	74.4
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$0.00	\$86.00	\$664.00	11.5
2.13 Other Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.21 Cleaning & Sanitation Supplies	\$2,500.00	\$0.00	\$2,500.00	\$110.57	\$1,452.48	\$1,047.52	58.1
2.22 Other Operating Supplies	\$6,000.00	\$0.00	\$6,000.00	\$199.67	\$3,926.18	\$2,073.82	65.4
2.23 Fuel, Oil and Lubricants	\$50.00	\$0.00	\$50.00	\$0.00	\$35.86	\$14.14	71.7
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$89.17	\$555.07	(\$55.07)	111.0
2.25 Paint and painting supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0

<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</i>
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$3,223.58	(\$2,223.58)	322.4
2.27 Other Repair & mainten.supplies	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,695.66	(\$195.66)	113.0
2.3 Other Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.31 Book Processing	\$6,000.00	\$0.00	\$6,000.00	\$300.62	\$1,784.16	\$4,215.84	29.7
2.32 Automation	\$15,000.00	\$0.00	\$15,000.00	\$1,928.00	\$12,210.50	\$2,789.50	81.4
Subtotal	\$41,800.00		\$41,800.00	\$3,202.75	\$30,923.18	\$10,876.82	74.0
2. Supplies							
2.11 Official Records	\$1,650.00	\$0.00	\$1,650.00	\$514.82	\$670.86	\$979.14	40.7
Subtotal	\$1,650.00		\$1,650.00	\$514.82	\$670.86	\$979.14	40.7
3. Other Services and Charge							
3.1 Professional Services	\$15,000.00	\$0.00	\$15,000.00	\$1,838.14	\$13,505.39	\$1,494.61	90.0
3.11 Consulting Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$145.00	\$4,855.00	2.9
3.12 Legal Services	\$5,000.00	\$0.00	\$5,000.00	\$124.50	\$339.00	\$4,661.00	6.8
3.13 Other Professional Services	\$0.00	\$19,500.00	\$19,500.00	\$2,692.30	\$10,096.13	\$9,403.87	51.8
3.14 Engineering & Architects	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.21 Telephone & Telegraph	\$10,000.00	\$0.00	\$10,000.00	\$1,232.74	\$6,152.59	\$3,847.41	61.5
3.22 Postage & UPS	\$2,500.00	\$0.00	\$2,500.00	\$29.63	\$1,545.90	\$954.10	61.8
3.23 Traveling Expense	\$2,400.00	\$0.00	\$2,400.00	\$198.46	\$1,457.80	\$942.20	60.7
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$804.73	\$2,195.27	26.8
3.26 Elwood Children's Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$496.14	\$503.86	49.6
3.27 Elwood Adult Programing	\$2,000.00	\$0.00	\$2,000.00	\$68.84	\$785.57	\$1,214.43	39.3
3.28 Frankton Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$520.52	\$479.48	52.1
3.29 Summitville Programing	\$700.00	\$0.00	\$700.00	\$0.00	\$498.88	\$201.12	71.3
3.3 Title Source	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0

<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</i>
3.31 Advertising & Public Notices	\$250.00	\$0.00	\$250.00	\$125.47	\$348.52	(\$98.52)	139.4
3.32 Printing other than Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.4 Insurance	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$6,977.00	\$23.00	99.7
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$0.00	\$308.00	\$42.00	88.0
3.51 Gas	\$6,000.00	\$0.00	\$6,000.00	\$62.43	\$3,251.81	\$2,748.19	54.2
3.52 Electricity	\$22,000.00	\$0.00	\$22,000.00	\$2,558.25	\$16,185.87	\$5,814.13	73.6
3.53 Water	\$2,400.00	\$0.00	\$2,400.00	\$235.76	\$1,611.53	\$788.47	67.1
3.54 Waste Disposal Services	\$250.00	\$0.00	\$250.00	\$9.90	\$333.63	(\$83.63)	133.5
3.61 Bldg. & Structure/Maint.	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$100.00	\$900.00	10.0
3.62 Equipment/Maint.	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$277.81	\$3,722.19	6.9
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 Equipment/Rental	\$3,000.00	\$0.00	\$3,000.00	\$44.00	\$521.00	\$2,479.00	17.4
3.8 Dues	\$700.00	\$0.00	\$700.00	\$0.00	\$731.23	(\$31.23)	104.5
3.81 Taxes	\$800.00	\$0.00	\$800.00	\$0.00	\$100.00	\$700.00	12.5
3.9 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
Subtotal	\$101,350.00	\$19,500.00	\$120,850.00	\$9,220.42	\$67,094.05	\$53,755.95	55.5
4. Capitol Outlays							
4.1 Land Buildings Improvements	\$500.00	\$0.00	\$500.00	\$0.00	\$161.50	\$338.50	32.3
4.2 Furniture & Equipment	\$2,500.00	\$10,000.00	\$12,500.00	\$1,639.33	\$14,265.67	(\$1,765.67)	114.1
4.21 Technology Equipment	\$2,050.00	\$0.00	\$2,050.00	\$303.01	\$1,600.88	\$449.12	78.1
4.31 Elwood Adult	\$35,000.00	\$0.00	\$35,000.00	\$1,877.24	\$17,403.75	\$17,596.25	49.7
4.32 Elwood Childrens	\$12,500.00	\$0.00	\$12,500.00	\$1,313.12	\$9,010.80	\$3,489.20	72.1
4.33 Elwood YA	\$2,000.00	\$0.00	\$2,000.00	\$3.59	\$1,806.77	\$193.23	90.3
4.34 Frankton	\$23,000.00	\$0.00	\$23,000.00	\$1,686.50	\$13,340.68	\$9,659.32	58.0

<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</i>
4.35 Summitville	\$12,743.00	\$236.76	\$12,979.76	\$224.31	\$9,888.70	\$3,091.06	76.2
4.36 Elwood Indiana Room	\$4,000.00	\$0.00	\$4,000.00	\$1,465.97	\$3,231.32	\$768.68	80.8
4.4 Elwood Period. & News.	\$4,425.00	\$0.00	\$4,425.00	\$270.93	\$1,050.22	\$3,374.78	23.7
4.41 Frankton Per. & Newsp.	\$2,400.00	\$0.00	\$2,400.00	\$0.00	\$153.60	\$2,246.40	6.4
4.42 Summitville Period. & Newsp.	\$1,250.00	\$0.00	\$1,250.00	\$102.96	\$396.86	\$853.14	31.7
4.51 Elwood AV	\$8,000.00	\$0.00	\$8,000.00	\$679.64	\$5,852.88	\$2,147.12	73.2
4.52 Frankton AV	\$4,480.00	\$0.00	\$4,480.00	\$240.84	\$4,381.64	\$98.36	97.8
4.53 Summitville AV	\$2,600.00	\$0.00	\$2,600.00	\$163.81	\$2,217.93	\$382.07	85.3
4.54 Techology Software	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,695.10	\$304.90	84.8
Subtotal	\$119,448.00	\$10,236.76	\$129,684.76	\$9,971.25	\$86,458.30	\$43,226.46	66.7
Grand Total	\$714,048.00	\$10,236.76	\$724,284.76	\$51,381.56	\$496,196.58	\$228,088.18	68.5

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Receipt Listing
North Madison County Public Library System
 Report Date: From 9/1/00 To 9/30/00

Receipt #	Date	Name	Explanation	Bank	Total
422	9/13/00	PAYROLL		1	\$4,442.22
423	9/13/00	STAR FINANCIAL BANK	AUGUST INTEREST	1	\$342.91
424	9/13/00	COMMUNITY BANK	AUGUST INTEREST	3	\$18.50
425	9/27/00	PAYROLL		1	\$4,316.17
426	9/27/00	HUNTINGTON NATIONAL B	INTEREST INCOME FOR AUGUST	2	\$24.59
427	9/4/00	NANCY NEAL	FINES AND FEES - RECEIPT # 2985	1	\$37.10
428	9/4/00	PEG EDDY	FINES AND FEES	1	\$44.80
429	9/4/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #2987	1	\$30.90
430	9/4/00	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT # 2988	1	\$11.00
431	9/5/00	TREASURER MADISON CO	COUNTY OPTION TAX (SEPT DIST)	1	\$14,883.19
432	9/6/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 2990	1	\$76.40
433	9/6/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 2991	1	\$39.95
434	9/10/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 2992	1	\$50.40
435	9/11/00	NANCY NEAL	FINES AND FEES - RECEIPT # 2993	1	\$55.90
436	9/11/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 2994	1	\$36.99
437	9/11/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 2995	1	\$8.78
438	9/11/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 2996	1	\$82.18
439	9/11/00	SHARON FOUTS	MEMORIAL FOR MERRILL GROOVER - ELWOOD ADULT GIFT FUND - RECEIPT # 2997	1	\$19.60
440	9/12/00	NANCY NEAL	FINES AND FEES - RECEIPT # 2998	1	\$39.50
441	9/12/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 2999	1	\$86.00
442	9/12/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3000	1	\$41.83
443	9/12/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 3001	1	\$216.08
444	9/12/00	DIANA EDDLEMAN	GIFT SUMMITVILLE LIBRARY FOR CHILDREN'S BOOKS - RECEIPT # 3002	1	\$30.00
445	9/13/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 3003	1	\$59.65
446	9/13/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3004	1	\$38.30
447	9/14/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3005	1	\$29.78
448	9/14/00	NANCY NEAL	T-SHIRT DONATIONS - RECEIPT # 3006	1	\$30.00
449	9/15/00	NANCY NEAL	FINES AND FEES - RECEIPT # 3007	1	\$44.10
450	9/18/00	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT # 3008	1	\$13.00
451	9/18/00	NANCY NEAL	FINES AND FEES - RECEIPT # 3009	1	\$41.29
452	9/18/00	NANCY NEAL	FINES AND FEES - RECEIPT # 3010	1	\$32.12
453	9/19/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 3011	1	\$50.98

Receipt #	Date	Name	Explanation	Bank	Total
454	9/19/00	NANCY NEAL	FINES AND FEES - RECEIPT # 3012	1	\$21.38
455	9/19/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3013	1	\$25.25
456	9/20/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3014	1	\$51.35
457	9/21/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3015	1	\$41.25
458	9/25/00	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT # 3016	1	\$5.50
459	9/25/00	NANCY NEAL	FINES AND FEES - RECEIPT # 3017	1	\$37.10
460	9/25/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3018	1	\$55.25
461	9/25/00	NANCY NEAL	FINES AND FEES - RECEIPT # 3019	1	\$18.50
462	9/25/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 3020	1	\$42.15
463	9/26/00	NANCY NEAL	FINES AND FEES - RECEIPT # 3021	1	\$42.41
464	9/26/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 3022	1	\$83.00
465	9/26/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3023	1	\$64.40
466	9/27/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3024	1	\$74.88
467	9/28/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3025	1	\$40.50
468	9/28/00	NATIONAL CITY BANK	FRANKTON RENT - RECEIPT # 3026	1	\$500.00
469	9/29/00	JAMIE SCOTT	FINES AND FEES - RECEIPT # 3027	1	\$56.50

Total All Receipts \$26,563.18

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Voucher List

North Madison County Public Library System

Report Date: From 9/1/00 To 9/30/00

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
19314	605	22ND STREET HARDWARE	9/11/00	LIGHT BULBS	\$49.25
19316	606	AMERICAN ELECTRIC POWER	9/11/00	SERVICE PERIOD 7/13/00-8/11/00	\$447.54
19317	607	AMERITECH	9/11/00	SERVICE 8/24/00-9/24/00	\$533.28
19318	608	ARAB TERMITE & PEST CONT	9/11/00	INVOICE # 080092	\$91.00
19319	609	AT&T	9/11/00	BILL DATE 8/21/00	\$12.52
19320	610	AUDIO VISUAL COMMUNICATI	9/11/00	SERVICE AGREEMENT FOR SEPT	\$119.00
19322	611	BARBARA SNIPES	9/11/00	MILEAGE FOR AUGUST	\$55.10
19323	612	BELL & HOWELL INFO AND LE	9/11/00	INVOICE # 1111196	\$245.17
19324	613	BEVERLY AUSTIN	9/11/00	MILEAGE	\$108.36
19325	614	BINGHAM, FARRER & WILSON	9/11/00		\$124.50
19326	615	BORDERS BOOK SHOP	9/11/00		\$14.00
19315	616	A.E. BOYCE CO., INC.	9/11/00	INVOICE # 233331, 233431	\$514.82
19327	617	CALL-LEADER	9/11/00	BUDGET LEGAL NOTICE	\$60.87
19328	618	CINTAS CORPORATION	9/11/00	INVOICE # 716431184, 716429193, 716439025	\$104.21
19329	619	CITY WATER & SEWAGE DEP	9/11/00	METER READ 7/24/00	\$129.74
19330	620	CONGRESSIONAL QUARTERL	9/11/00	INVOICE # 101707	\$25.76
19331	621	COVEY INC.	9/11/00	INVOICE # 1981	\$64.95
19332	622	CVS PHARMACY	9/11/00		\$18.42
19333	623	DALE BOGARDS AFFORDABL	9/11/00	INVOICE # 7563	\$450.00
19335	624	EDWARDS ELECTRICAL & ME	9/11/00		\$580.82
19337	625	EMILY DAVIDSON	9/11/00	MILEAGE	\$23.24
19336	626	ELWOOD HERITAGE PRESER	9/11/00	HISTORIC BUILDING REPLICAS	\$32.00
19338	627	EVERTON PUBLISHERS, INC.	9/11/00	INVOICE # 212	\$87.05
19339	628	FILIP, INC.	9/11/00	INVOICE # 93472	\$29.00
19340	629	GALE GROUP	9/11/00	INVOICE # 10175092	\$154.78
19341	630	GAYLORD BROS.	9/11/00	INVOICE # OH45873008	\$126.84
19342	631	GLENNA STEWART	9/11/00	MILEAGE	\$11.76
19343	632	GROLIER EDUCATIONAL COR	9/11/00	INVOICE # 10473558	\$316.94
19344	633	HERITAGE BOOKS, INC	9/11/00	INVOICE # 200809114	\$65.00
19345	634	HERITAGE PATHWAYS, INC.	9/11/00	INVOICE # 262361	\$27.95
19346	635	HORTON'S & SONS OF ELWO	9/11/00		\$9.10
19347	636	INDIANA GAS COMPANY	9/11/00	SERVICE PERIOD 7/31/00-8/30/00	\$12.03
19348	637	INDIANA-AMERICAN WATER C	9/11/00	BILLING PERIOD 7/6/00-8/8/00	\$47.91
19349	638	INDIANAPOLIS STAR	9/11/00	52 WEEK SUBSCRIPTION FOR HAZELBAKER PAYS THROUGH 9/14/01	\$102.96
19350	639	INSPIRATIONAL BOOK DISTRI	9/11/00	INVOICE # 19671, 19433	\$96.44
19351	640	IRVING COMPUTING	9/11/00	INVOICE # 520	\$219.93
19352	641	K MART	9/11/00		\$272.54
19353	642	LIBRARY CORPORATION, THE	9/11/00	INVOICE # 2000110033	\$1,928.00

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
19354	643	LIBRARY STORE INC., THE	9/11/00	INVOICE # 253896	\$145.00
19355	644	LUCENT TECHNOLOGIES	9/11/00	SERVICE AGREEMENT	\$137.54
19356	645	MARSH SUPERMARKET	9/11/00	ADULT SUMMER READING	\$40.88
19358	646	MIDWEST TAPE	9/11/00	VARIOUS INVOICES	\$873.56
19359	647	MyFAMILY.COM	9/11/00	INVOICE # 40006821	\$29.19
19360	648	OLD RICHARDVILLE PUBLICA	9/11/00	ORDER ID 575	\$16.00
19361	649	OXMOOR HOUSE	9/11/00	2000 CHRISTMAS WITH COUNTRY LIVING	\$29.91
19362	650	POLITICAL RESEARCH INC.	9/11/00	INVOICE # 184369	\$32.95
19363	651	PURCHASE POWER	9/11/00		\$29.63
19364	652	QUILL CORPORATION	9/11/00	INVOICE # 9555446, 9555427,9555404, 9669916, 9659599073	\$2,185.15
19365	653	RADIO SHACK	9/11/00		\$2.79
19366	654	RAMSAY BUSINESS PRODUC	9/11/00	MAINTENANCE AGREEMENT-SHARP FACSIMILE COPY COUNT, IMAGING FILM	\$346.86
19367	655	RTC INC. REACHING THE CHIL	9/11/00	INVOICE # 7547116	\$28.95
19368	656	SALEM PRESS, INC	9/11/00	INVOICE # 0297065-IN	\$275.50
19369	657	SCHOLARLY RESOURCES INC	9/11/00	INVOICE # 73709	\$32.20
19370	658	SELBY PUBLISHING	9/11/00		\$1,176.58
19371	659	SPECIALTY STORE SERVICES	9/11/00	INVOICE # 790677	\$61.13
19372	660	STATE CHEMICAL MANUFACT	9/11/00	INVOICE # 90810410	\$6.36
19373	661	THOMSON INDIANA	9/11/00	INVOICE # 1654992 LEGAL NOTICE - BUDGET	\$64.60
19374	662	TOWN OF FRANKTON	9/11/00	BILLING DATE 8/22/00	\$136.76
19375	663	UPBEAT, INC.	9/11/00	INVOICE # 00355976 BENCH - MR. BRUGGER	\$365.00
19376	664	US OFFICE PRODUCTS	9/11/00	INVOICE # 05CT1734	\$95.50
19377	665	VERIZON	9/11/00	STATEMENT ENDING 8/25/00	\$239.50
19321	666	BAKER & TAYLOR	9/11/00	VAROUS INVOICES	\$4,182.75
19357	667	MARVIN SAUBERT	9/11/00	LAWN CARE FOR AUGUST	\$160.00
19334	668	DEMCO	9/11/00	INVOICE # 942505	\$88.18
0	669	PAYROLL	9/13/00	PAYROLL	\$12,890.58
19379	670	BEVERLY AUSTIN	9/13/00	PAY PERIOD ENDING 9/9/00	\$1,346.18
0	671	EFTPS	9/13/00	P/R ENDING 9/9/00	\$3,405.18
19380	672	INDIANA DEFERRED COMPEN	9/13/00	P/R ENDING 9/9/00	\$195.00
19382	673	MADISON COUNTY FEDERAL	9/13/00	P/R ENDING 9/9/00	\$554.50
19378	674	AT&T	9/13/00	BILL DATE 8/22/00	\$26.90
19381	675	LIBRARY STORE INC., THE	9/13/00	INVOICE #253884	\$72.70
19383	676	OneMAIN.COM	9/13/00	INVOICE # 3027451 INVOICE DATE 9/1/00	\$119.00
0	677	PAYROLL	9/27/00	PAYROLL	\$12,792.50
19389	678	BEVERLY AUSTIN	9/27/00	PAY PERIOD ENDING 9/23/00	\$1,346.18
0	679	EFTPS	9/27/00	P/R ENDING 9/23/00	\$3,380.30
19392	680	INDIANA DEPARTMENT OF RE	9/27/00	P/R ENDING 9/23/00 - TAXES FOR MONTH OF SEPT	\$1,125.10
19391	681	INDIANA DEFERRED COMPEN	9/27/00	P/R ENDING 9/23/00	\$195.00
19390	682	CITY OF ELWOOD NON-REVE	9/27/00	PREMIUM FOR MONTH OF OCTOBER PLUS EXTRA SEPT PREMIUM INCREASE	\$1,551.00

Bank Balances

North Madison County Public Library System

Report as of: 9/30/00

Bank

1	Star Financial Bank	\$284,957.98
2	Huntington Bank	\$18,280.75
3	Community Bank/Summitville	\$11,592.97

Total all banks = \$314,831.70

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
19395	683	MADISON COUNTY FEDERAL	9/27/00	P/R ENDING 9/23/00	\$473.47
19387	684	ANDREW HARPER	9/27/00	MOWING FOR AUGUST	\$50.00
19396	685	POSTMASTER - SUMMITVILL	9/27/00	P.O. BOX FEE	\$44.00
19397	686	AMERICAN ELECTRIC POWER	9/27/00		\$1,991.68
19398	687	AMERITECH	9/27/00		\$242.59
19388	688	AT&T	9/27/00		\$58.87
19393	689	INDIANA GAS COMPANY	9/27/00		\$50.40
19394	690	INDIANA-AMERICAN WATER C	9/27/00		\$50.28
Total Amount of Claims					\$60,089.16

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	OCT 1999	OCT 2000	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	2903	3261	358	12%	31082
JUVENILE	2838	2829	-9	0%	22005
Y. A.	191	159	-32	-17%	1643
PERIOD.	464	526	62	13%	5045
AUDIO	230	226	-4	-2%	2289
VIDEO	2151	1890	-261	-12%	20260
TOTAL	8777	8891	114	13%	82324
FRANKTON					
ADULT	1122	1039	-83	-7%	9900
JUVENILE	842	770	-72	-9%	6950
Y. A.	28	26	-2	-7%	375
PERIOD.	287	300	13	5%	2776
AUDIO	34	34	0	0%	354
VIDEO	847	811	-36	-4%	8122
TOTAL	3160	2980	-180	-6%	28477
HAZELBAKER					
ADULT	616	703	87	14%	6878
JUVENILE	537	651	114	21%	5995
Y. A.	15	57	31	119%	347
PERIOD.	113	100	-13	-12%	1401
AUDIO	12	54	42	350%	441
VIDEO	568	456	-112	-20%	4624
TOTAL	1872	2021	149	8%	19686
SYSTEM					
ADULT	4641	5003	362	8%	47860
JUVENILE	4217	4250	33	0%	34950
Y. A.	245	242	-3	-1%	2365
PERIOD.	864	926	62	7%	9222
AUDIO	276	314	38	14%	3084
VIDEO	3566	3157	-409	-11%	33006
TOTAL	13809	13892	83	6%	130487
TRAFFIC					
	ELWOOD	FRANKTON	HAZELBAK.		
REF.	9294	2091	1089		
ASSITS.	61	291	82		
COMP A.	1910	662	346		
J.	666	289	246		
PROG. A.	524	N/A	182		
J.	1 / 30	N/A	4 / 21		
	23 / 827	5 / 30	14 / 104		

Register Of Claims

North Madison County Public Library System

Report Date: From 9/12/00 To 10/9/00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	669	PAYROLL		Salary of Assistants	\$12,237.35	9/13/00	PAYROLL
				Wages of Janitor	\$653.20		
				Total this claim	\$12,890.55		
0	671	EFTPS		Empl.Share FICA&Medicare	\$986.13	9/13/00	P/R ENDING 9/9/00
			FICA	Payroll Deductions	\$799.19		
			Federal Taxes Withheld	Payroll Deductions	\$1,432.90		
			Medicare	Payroll Deductions	\$186.94		
				Total this claim	\$3,405.16		
0	677	PAYROLL		Salary of Assistants	\$12,138.92	9/27/00	PAYROLL
				Wages of Janitor	\$654.05		
				Total this claim	\$12,792.97		
0	724	RAMSAY BUSINESS PRODUC		Office Supplies	\$0.00	10/9/00	
				Total this claim	\$0.00		
0	679	EFTPS		Empl.Share FICA&Medicare	\$978.65	9/27/00	P/R ENDING 9/23/00
			FICA	Payroll Deductions	\$793.14		
			Federal Taxes Withheld	Payroll Deductions	\$1,423.06		
			Medicare	Payroll Deductions	\$185.51		
				Total this claim	\$3,380.36		
19378	674	AT&T		Telephone & Telegraph	\$26.98	9/13/00	BILL DATE 8/22/00
				Total this claim	\$26.98		
19379	670	BEVERLY AUSTIN		Other Professional Services	\$1,346.15	9/13/00	PAY PERIOD ENDING 9/9/00
				Total this claim	\$1,346.15		
19380	672	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	9/13/00	P/R ENDING 9/9/00
				Total this claim	\$195.00		
19381	675	LIBRARY STORE INC., THE		Book Processing	\$72.75	9/13/00	INVOICE #258864
				Total this claim	\$72.75		
19382	673	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$584.83	9/13/00	P/R ENDING 9/9/00
				Total this claim	\$584.83		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
19383	676	OneMAIN.COM		Telephone & Telegraph	\$119.00	9/13/00	INVOICE # 3027481 INVOICE DATE 9/1/00
				Total this claim	\$119.00		
19387	684	ANDREW HARPER		Professional Services	\$50.00	9/27/00	MOWING FOR AUGUST
				Total this claim	\$50.00		
19388	688	AT&T		Telephone & Telegraph	\$58.87	9/27/00	
				Total this claim	\$58.87		
19389	678	BEVERLY AUSTIN		Other Professional Services	\$1,346.15	9/27/00	PAY PERIOD ENDING 9/23/00
				Total this claim	\$1,346.15		
19390	682	CITY OF ELWOOD NON-REVE	Insurance	Emp Cont Group Ins	\$824.02	9/27/00	PREMIUM FOR MONTH OF OCTOBER
				Emp Cont Group Ins	\$727.84		SEPT PREMIUM INCREASE
				Total this claim	\$1,551.86		
19391	681	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	9/27/00	P/R ENDING 9/23/00
				Total this claim	\$195.00		
19392	680	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$879.04	9/27/00	P/R ENDING 9/23/00 - TAXES FOR MO
			County Taxes Withheld	Payroll Deductions	\$246.75		
				Total this claim	\$1,125.79		
19393	689	INDIANA GAS COMPANY		Gas	\$13.33	9/27/00	
				Gas	\$37.07		
				Total this claim	\$50.40		
19394	590	INDIANA-AMERICAN WATER C		Water	\$50.28	9/27/00	
				Total this claim	\$50.28		
19395	582	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$473.47	9/27/00	P/R ENDING 9/23/00
				Total this claim	\$473.47		
19396	585	DISCONTINUED - SUMMARY		Equipment/Rental	\$44.00	9/27/00	P.O. BOX FEE
				Total this claim	\$44.00		
19397	586	DISCONTINUED - SUMMARY		Electricity	\$459.02	9/27/00	
				Electricity	\$1,582.88		
				Total this claim	\$1,991.68		
19398	587	DISCONTINUED		Telephone & Telegraph	\$44.00	9/27/00	
				Total this claim	\$44.00		
19399	588	DISCONTINUED - SUMMARY		Professional Services	\$44.00	10/27/00	INVOICE # 3027481
				Total this claim	\$44.00		

Printed on: 9/27/00 10:10:00 AM

<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>
19400	734	AUDIO VISUAL COMMUNICATI		Professional Services	\$119.00	10/9/00	SERVICE AGREEMENT FOR OCTOBE
				Total this claim	\$119.00		
19401	739	BAKER & TAYLOR		Elwood Adult	\$3,445.32	10/9/00	VARIOUS INVOICES
				Elwood Childrens	\$362.36		
				Elwood YA	\$3.59		
				Frankton	\$1,091.05		
				Summitville	\$354.36		
				Elwood AV	\$109.52		
				Other	\$16.76		
				Total this claim	\$5,382.96		
19402	735	BARBARA MCADAMS		Frankton Programing	\$51.13	10/9/00	PETTY CASH REIMBURSMET
				Other Operating Supplies	\$2.37		
				Total this claim	\$53.50		
19403	692	BARBARA SNIPES		Traveling Expense	\$58.80	10/9/00	MILEAGE FOR SEPTEMBER
				Total this claim	\$58.80		
19404	693	CAROLYN LAMBERTSON		Traveling Expense	\$39.20	10/9/00	MILEAGE TO CONFERENCE
				Total this claim	\$39.20		
19405	694	CINTAS CORPORATION		Cleaning & Sanitation Supplies	\$35.09	10/9/00	INVOICE # 716448859, 716441034
				Cleaning & Sanitation Supplies	\$32.38		
				Total this claim	\$67.47		
19406	695	CITY WATER & SEWAGE DEP		Water	\$151.84	10/9/00	
				Total this claim	\$151.84		
19407	696	COMMUNITY HOLDINGS OF IN		Summitville Period. & Newsp.	\$79.30	10/9/00	26 WEEKS SUBSCRIPTION FOR SUM
				Total this claim	\$79.30		
19408	697	COVEY INC.		Office Supplies	\$79.80	10/9/00	INVOICE # 2354
				Total this claim	\$79.80		
19409	700	CREATIVE PUBLISHING INTER		Frankton	\$34.91	10/9/00	CHRISTMAS TREASURES DECORATI HOLIDAY COOKIES
				Total this claim	\$34.91		
19410	698	DEMCO		Book Processing	\$82.66	10/9/00	INVOICE # 959525, 971225
				Other Operating Supplies	\$51.91		
				Total this claim	\$134.57		
19411	699	EDC EDUCATIONAL SERVICE		Summitville	\$214.49	10/9/00	INVOICE # 902395
				Total this claim	\$214.49		

Number	Code	Name of Claimant	Fund	Account	Amount	Date	Explanation
19412	71	SYNARS ELECTRICAL & ME		Professional Services	\$1,203.02	10/9/00	INVOICE # 11121214, 1112221
				Total this claim	\$1,203.02		
19413	740	ELECTRONIC BUSINESS & INF		Title Source	\$1,000.00	10/9/00	INVOICE # 11122222, 11122223
				Book Processing	\$1,100.00		
				Total this claim	\$2,100.00		
19414	702	FILIP, INC.		Cleaning & Sanitation Supplies	\$34.61	10/9/00	INVOICE # 04538
				Other Operating Supplies	\$29.00		
				Total this claim	\$63.61		
19415	703	GALE GROUP	Gift	Elwood Adult	\$310.09	10/9/00	INVOICE # 10218296, 10241035, 1022
				Summitville	\$98.01		
				Total this claim	\$408.10		
19416	705	HIGHSMITH CO., INC.		Other Operating Supplies	\$36.76	10/9/00	INVOICE # 6435555-001
				Total this claim	\$36.76		
19417	706	HORTON'S & SONS OF ELWO		Other Operating Supplies	\$4.99	10/9/00	INVOICE # 2300787
				Total this claim	\$4.99		
19418	707	ILLIANA EDUCA. PRODUCTS, I		Elwood Adult	\$386.45	10/9/00	INVOICE # 1349, 1256
				Total this claim	\$386.45		
19419	708	INDIANA GAS COMPANY		Gas	\$26.49	10/9/00	FRANKTON - SERVICE 8/18-9/18/00
				Gas	\$11.28		SUMMITVILLE SERVICE 8/30-9/28/00
				Total this claim	\$37.77		
19420	736	INDIANA STATE LIBRARY	PLAC	Other	\$72.00	10/9/00	3RD QUARTER PLAC PAYMENT THREE CARDS SOLD
				Total this claim	\$72.00		
19421	709	INSPIRATIONAL BOOK DISTRI		Elwood Adult	\$41.68	10/9/00	INVOICE # 19931, 19724
				Total this claim	\$41.68		
19422	733	JOHN P. GORDON		Other	\$3.50	10/9/00	REFUND - FINE PAID ON LOST MAGA FOUND LATER - CONSUMER REPOR
				Total this claim	\$3.50		
19423	710	K MART		Other Operating Supplies	\$118.51	10/9/00	
				Total this claim	\$118.51		
19424	711	LEISURE ARTS		Frankton	\$29.91	10/9/00	FAMILY CIRCLE BIG BOOK OF CHRIS
				Total this claim	\$29.91		
19425	712	LEXIS PUBLISHING		Elwood Adult	\$170.92	10/9/00	INVOICE # Q45100, Q17152
				Total this claim	\$170.92		

Account	Account	Name of Vendor	Fund	Account	Amount	Date	Explanation
1341	71	BOOK PROCESSING INC		Book Processing	\$185.00	10/9/00	INVOICE # 2744
				Total this claim	\$185.00		
1342	71	ELWOOD ADULT		Elwood Adult	\$120.00	10/9/00	MAINTENANCE FOR THE ISSUES MAINTENANCE FOR THE ISSUES
				Total this claim	\$120.00		
1344	71	BOOK STORE INC THE		Book Processing	\$94.45	10/9/00	INVOICE # 2455
				Total this claim	\$94.45		
1346	71	ELCOT TECHNOLOGIES		Professional Services	\$137.64	10/9/00	STATEMENT NUMBER 27555555
				Total this claim	\$137.64		
1348	71	MARTIN SAUBERT		Professional Services	\$300.00	10/9/00	LAWN CARE FOR SEPTEMBER - JUN
				Total this claim	\$300.00		
1349	71	MICROMARKETING LLC		Frankton	\$10.95	10/9/00	INVOICE # 3422
				Total this claim	\$10.95		
1350	71	MIDWEST TAPE		Frankton	\$444.83	10/9/00	VARIOUS INVOICES
				Elwood AV	\$298.88		
				Total this claim	\$743.71		
1353	713	NATL CRIME PREVENTION C	Gift	Elwood Childrens	\$129.95	10/9/00	INVOICE # NO4503-280008
				Total this claim	\$129.95		
1354	715	NFAA		Frankton Programing	\$48.45	10/9/00	INVOICE # 0724775
				Total this claim	\$48.45		
1355	722	PITNEY BOWES		Equipment/Rental	\$151.00	10/9/00	INVOICE # 3524578-8900
				Total this claim	\$151.00		
1358	722	PUBLIC EMP. RETIREMENT F	PERF	Emp Cont PERF	\$5,665.87	10/9/00	3RD QUARTER, 2000 PAYMENT QUA
				Payroll Deductions	\$1,888.67		9/30/2000
				Total this claim	\$7,554.54		
13437	721	PURCHASE POWER		Postage & UPS	\$30.33	10/9/00	
				Total this claim	\$30.33		
13438	723	QUILL CORPORATION		Office Supplies	\$275.22	10/9/00	INVOICE # 1411545, 1597614, 156512
				Technology Equipment	\$69.98		MEMO338935
				Other Operating Supplies	\$301.24		
				Total this claim	\$646.44		
13439	725	RUFUS JESSIE		Waste Disposal Services	\$72.00	10/9/00	JULY THROUGH DEC TRASH REMOV SUMMITVILLE
				Total this claim	\$72.00		

<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>
19440	726	STATE CHEMICAL MANUFACT		Cleaning & Sanitation Supplies	\$260.93	10/9/00	INVOICE # 90873089
				Total this claim	\$260.93		
19441	737	SYMANTEC CORPORATION		Techology Software	\$31.60	10/9/00	8 SUBSCRIPTIONS TO ANTI-VIRUS D NORTON - ACCOUNT # 324587400
				Total this claim	\$31.60		
19442	727	TOWN OF FRANKTON		Electricity	\$128.01	10/9/00	BILLING DATE 9/22/00
				Water	\$7.83		
				Waste Disposal Services	\$9.67		
				Total this claim	\$145.51		
19443	730	U.S. TOY CO./CONSTRUCTIVE		Frankton Programing	\$19.35	10/9/00	INVOICE # 8052384501
				Total this claim	\$19.35		
19444	728	UPSTART		Other Operating Supplies	\$45.97	10/9/00	INVOICE # 6435893
				Total this claim	\$45.97		
19445	729	US OFFICE PRODUCTS		Equipment/Maint.	\$202.40	10/9/00	INVOICE # 05CY2761, 05CY2762 CLEAN AND REPAIR TYPEWRITERS
				Total this claim	\$202.40		
19446	738	VERIZON		Telephone & Telegraph	\$239.50	10/9/00	STATEMENT ENDING 9/25/00
				Total this claim	\$239.50		
19447	731	VIKING OFFICE PRODUCTS		Other Operating Supplies	\$36.05	10/9/00	INVOICE # 005100
				Total this claim	\$36.05		

Warrant Claim

Number Number

Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$64,395.57

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.

Thursday, October 05, 2000

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 7 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$64,395.57

Date this _____ day of _____, 19____.

Amelia L. Ballouder
Sharon Paes
Jerry Hauer

Cindy M. Doreil
Betty Caldwell

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Financial Report
North Madison County Public Library System

Report Dates = 10/1/00 to 10/31/00

<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. Operating Fund						
100	\$313,755.82	\$54,375.98	\$675,891.02	\$17,844.87	\$582,994.09	\$220,858.89
105 Operating Fund Investment	\$0.00	\$0.00	\$125,000.00	\$0.00	\$125,000.00	\$0.00
Subtotal	\$313,755.82	\$54,375.98	\$800,891.02	\$17,844.87	\$707,994.09	\$220,858.89
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$92.00	\$72.00	\$812.00	\$72.00	\$792.00	\$72.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00
115 LIRF	\$33,130.80	\$0.00	\$25,000.00	\$0.00	\$0.00	\$8,130.80
120 Gift	\$12,168.58	\$227.96	\$5,242.37	\$72.92	\$5,110.98	\$12,037.19
130 Debt Service Fund	\$0.00	\$0.00	\$121,000.00	\$0.00	\$131,042.61	\$10,042.61
Subtotal	\$45,391.38	\$299.96	\$152,054.37	\$144.92	\$161,945.59	\$55,282.60
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$2,809.05	\$33,915.89	\$2,809.05	\$33,915.89	\$0.00
202 FICA	\$0.00	\$1,587.79	\$18,393.26	\$1,587.79	\$18,393.26	\$0.00
203 State Tax Withheld	\$0.00	\$874.95	\$10,086.55	\$874.95	\$10,086.55	\$0.00
204 County Taxes Withheld	\$0.00	\$245.57	\$2,670.13	\$245.57	\$2,670.13	\$0.00
205 PERF	(\$65.52)	\$1,888.67	\$5,807.31	\$513.94	\$6,386.77	\$513.94
206 Credit Union	\$0.00	\$1,067.17	\$14,646.60	\$1,067.17	\$14,646.60	\$0.00
207 Annuity	\$0.00	\$390.00	\$4,290.00	\$390.00	\$4,290.00	\$0.00
208 Insurance	\$0.00	\$692.55	\$7,584.01	\$577.16	\$7,584.01	\$0.00
209 Medicare	\$0.00	\$371.35	\$4,301.83	\$371.35	\$4,301.83	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	(\$65.52)	\$9,927.10	\$101,695.58	\$8,436.98	\$102,275.04	\$513.94
Grand Total	\$359,081.68	\$64,603.04	\$1,054,640.97	\$26,426.77	\$972,214.72	\$276,655.43

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Appropriation Report for 100

North Madison County Public Library System

Report Date: From 10/1/00 To 10/31/00

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
1. Personal Services							
1.11 Salary of Director	\$35,015.00	(\$19,500.00)	\$15,515.00	\$0.00	\$15,050.27	\$464.73	97.0
1.12 Salary of Assistants	\$332,281.00	\$0.00	\$332,281.00	\$24,266.61	\$266,732.97	\$65,548.03	80.3
1.13 Wages of Janitor	\$16,962.00	\$0.00	\$16,962.00	\$1,343.40	\$14,883.91	\$2,078.09	87.7
1.14 Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,126.02	\$373.98	75.1
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$25,742.00	\$0.00	\$25,742.00	\$1,959.14	\$22,695.09	\$3,046.91	88.2
1.18 Emp Cont PERF	\$30,000.00	\$0.00	\$30,000.00	\$5,665.87	\$17,426.84	\$12,573.16	58.1
1.19 Emp Cont Group Ins	\$8,000.00	\$0.00	\$8,000.00	\$673.35	\$7,043.46	\$956.54	88.0
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$449,800.00	(\$19,500.00)	\$430,300.00	\$33,908.37	\$344,958.56	\$85,341.44	80.2
2. Supplies							
2.1 Office Supplies	\$8,000.00	\$0.00	\$8,000.00	\$355.02	\$6,308.71	\$1,691.29	78.9
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$0.00	\$86.00	\$664.00	11.5
2.13 Other Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.21 Cleaning & Sanitation Supplies	\$2,500.00	\$0.00	\$2,500.00	\$363.01	\$1,815.49	\$684.51	72.6
2.22 Other Operating Supplies	\$6,000.00	\$0.00	\$6,000.00	\$649.98	\$4,576.16	\$1,423.84	76.3
2.23 Fuel, Oil and Lubricants	\$50.00	\$0.00	\$50.00	\$13.30	\$49.16	\$0.84	98.3
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$555.07	(\$55.07)	111.0
2.25 Paint and painting supplies	\$500.00	\$0.00	\$500.00	\$43.00	\$43.00	\$457.00	8.6

<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</i>
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$3,223.58	(\$2,223.58)	322.4
2.27 Other Repair & mainten.supplies	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,695.66	(\$195.66)	113.0
2.3 Other Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.31 Book Processing	\$6,000.00	\$0.00	\$6,000.00	\$1,460.11	\$3,244.27	\$2,755.73	54.1
2.32 Automation	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$12,210.50	\$2,789.50	81.4
Subtotal	\$41,800.00		\$41,800.00	\$2,884.42	\$33,807.60	\$7,992.40	80.9
2. Supplies							
2.11 Official Records	\$1,650.00	\$0.00	\$1,650.00	\$0.00	\$670.86	\$979.14	40.7
Subtotal	\$1,650.00		\$1,650.00	\$0.00	\$670.86	\$979.14	40.7
3. Other Services and Charge							
3.1 Professional Services	\$15,000.00	\$0.00	\$15,000.00	\$2,136.26	\$15,641.65	(\$641.65)	104.3
3.11 Consulting Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$145.00	\$4,855.00	2.9
3.12 Legal Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$339.00	\$4,661.00	6.8
3.13 Other Professional Services	\$0.00	\$19,500.00	\$19,500.00	\$2,692.30	\$12,788.43	\$6,711.57	65.6
3.14 Engineering & Architects	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.21 Telephone & Telegraph	\$10,000.00	\$0.00	\$10,000.00	\$590.83	\$6,743.42	\$3,256.58	67.4
3.22 Postage & UPS	\$2,500.00	\$0.00	\$2,500.00	\$366.91	\$1,912.81	\$587.19	76.5
3.23 Traveling Expense	\$2,400.00	\$0.00	\$2,400.00	\$98.00	\$1,555.80	\$844.20	64.8
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$94.08	\$898.81	\$2,101.19	30.0
3.26 Elwood Children's Programing	\$1,000.00	\$0.00	\$1,000.00	\$94.61	\$590.75	\$409.25	59.1
3.27 Elwood Adult Programing	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$785.57	\$1,214.43	39.3
3.28 Frankton Programing	\$1,000.00	\$0.00	\$1,000.00	\$118.93	\$639.45	\$360.55	63.9
3.29 Summitville Programing	\$700.00	\$0.00	\$700.00	\$0.00	\$498.88	\$201.12	71.3
3.3 Title Source	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	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</i>
3.31 Advertising & Public Notices	\$250.00	\$0.00	\$250.00	\$0.00	\$348.52	(\$98.52)	139.4
3.32 Printing, other than Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.4 Insurance	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$6,977.00	\$23.00	99.7
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$0.00	\$308.00	\$42.00	88.0
3.51 Gas	\$6,000.00	\$0.00	\$6,000.00	\$214.53	\$3,466.34	\$2,533.66	57.8
3.52 Electricity	\$22,000.00	\$0.00	\$22,000.00	\$1,867.01	\$18,052.88	\$3,947.12	82.1
3.53 Water	\$2,400.00	\$0.00	\$2,400.00	\$205.52	\$1,817.05	\$582.95	75.7
3.54 Waste Disposal Services	\$250.00	\$0.00	\$250.00	\$91.62	\$425.25	(\$175.25)	170.1
3.61 Bldg. & Structure/Maint.	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$100.00	\$900.00	10.0
3.62 Equipment/Maint.	\$4,000.00	\$0.00	\$4,000.00	\$202.40	\$480.21	\$3,519.79	12.0
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 Equipment/Rental	\$3,000.00	\$0.00	\$3,000.00	\$151.00	\$672.00	\$2,328.00	22.4
3.8 Dues	\$700.00	\$0.00	\$700.00	\$0.00	\$731.23	(\$31.23)	104.5
3.81 Taxes	\$800.00	\$0.00	\$800.00	\$0.00	\$100.00	\$700.00	12.5
3.9 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
Subtotal	\$101,350.00	\$19,500.00	\$120,850.00	\$9,924.00	\$77,018.05	\$43,831.95	63.7

4. Capitol Outlays

4.1 Land Buildings Improvements	\$500.00	\$0.00	\$500.00	\$0.00	\$161.50	\$338.50	32.3
4.2 Furniture & Equipment	\$2,500.00	\$10,000.00	\$12,500.00	\$0.00	\$14,265.67	(\$1,765.67)	114.1
4.21 Technology Equipment	\$2,050.00	\$0.00	\$2,050.00	\$71.97	\$1,672.85	\$377.15	81.6
4.31 Elwood Adult	\$35,000.00	\$0.00	\$35,000.00	\$4,474.46	\$21,878.21	\$13,121.79	62.5
4.32 Elwood Childrens	\$12,500.00	\$0.00	\$12,500.00	\$362.36	\$9,373.16	\$3,126.84	75.0
4.33 Elwood YA	\$2,000.00	\$0.00	\$2,000.00	\$3.59	\$1,810.36	\$189.64	90.5
4.34 Frankton	\$23,000.00	\$0.00	\$23,000.00	\$1,611.65	\$14,952.33	\$8,047.67	65.0

<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</i>
4.35 Summitville	\$12,743.00	\$236.76	\$12,979.76	\$568.85	\$10,457.55	\$2,522.21	80.6
4.36 Elwood Indiana Room	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$3,231.32	\$768.68	80.8
4.4 Elwood Period. & News.	\$4,425.00	\$0.00	\$4,425.00	\$0.00	\$1,050.22	\$3,374.78	23.7
4.41 Frankton Per. & Newsp.	\$2,400.00	\$0.00	\$2,400.00	\$0.00	\$153.60	\$2,246.40	6.4
4.42 Summitville Period. & Newsp.	\$1,250.00	\$0.00	\$1,250.00	\$79.30	\$476.16	\$773.84	38.1
4.51 Elwood AV	\$8,000.00	\$0.00	\$8,000.00	\$408.40	\$6,261.28	\$1,738.72	78.3
4.52 Frankton AV	\$4,480.00	\$0.00	\$4,480.00	\$0.00	\$4,381.64	\$98.36	97.8
4.53 Summitville AV	\$2,600.00	\$0.00	\$2,600.00	\$0.00	\$2,217.93	\$382.07	85.3
4.54 Techology Software	\$2,000.00	\$0.00	\$2,000.00	\$31.60	\$1,726.70	\$273.30	86.3
Subtotal	\$119,448.00	\$10,236.76	\$129,684.76	\$7,612.18	\$94,070.48	\$35,614.28	72.5
Grand Total	\$714,048.00	\$10,236.76	\$724,284.76	\$54,328.97	\$550,525.55	\$173,759.21	76.0

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Receipt Listing
North Madison County Public Library System

Report Date: From 10/1/00 To 10/31/00

Receipt #	Date	Name	Explanation	Bank	Total
470	10/4/00	HUNTINGTON NATIONAL B	SEPTEMBER INTEREST	2	\$23.82
471	10/5/00	COMMUNITY BANK	SEPTEMBER INTEREST	3	\$17.33
472	10/11/00	PAYROLL		1	\$4,205.31
473	10/10/00	STAR FINANCIAL BANK	SEPTEMBER INTEREST	1	\$297.19
474	10/25/00	PAYROLL		1	\$4,231.67
475	10/2/00	PEG EDDY	FINES AND FEES - RECEIPT # 3028	1	\$80.95
476	10/2/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 3029	1	\$44.70
477	10/2/00	NANCY NEAL	FINES AND FEES - RECEIPT # 3030	1	\$88.83
478	10/3/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3031	1	\$76.30
479	10/3/00	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT # 3032	1	\$5.50
480	10/4/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3033	1	\$40.70
481	10/4/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 3034	1	\$67.68
482	10/4/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3035	1	\$77.10
483	10/5/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3036	1	\$55.20
484	10/9/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3037	1	\$33.08
485	10/9/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3038	1	\$27.50
486	10/9/00	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT # 3039	1	\$7.00
487	10/10/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 3040	1	\$40.90
488	10/10/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3041	1	\$41.40
489	10/10/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3042	1	\$100.65
490	10/10/00	BARBARA McADAMS	FINES AND FEES - RECEIPT #3043	1	\$40.10
491	10/11/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3044	1	\$41.50
492	10/13/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3045	1	\$47.76
493	10/13/00	REGINA S. COLLINS	MEMORIAL VERA FREUND - ELWOOD ADULT GIFT FUND - RECEIPT # 3046	1	\$11.17
494	10/13/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3047	1	\$22.48
495	10/13/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3048	1	\$86.69
496	10/13/00	AMY D. BERCIK	DONATION TO SUMMITVILLE LIBRARY - RECEIPT # 3049	1	\$20.00
497	10/17/00	PEG EDDY	FINES AND FEES - RECEIPT # 3050	1	\$56.75
498	10/17/00	KAY DOWNHAM	FINES AND FEES - RECEIPT # 3051	1	\$30.60
499	10/17/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3052	1	\$91.60
500	10/17/00	TREASURER MADISON CO	COUNTY OPTION TAX - OCTOBER DISTRIBUTION - RECEIPT # 3053	1	\$14,883.19
501	10/17/00	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT # 3054	1	\$12.00

Receipt #	Date	Name	Explanation	Bank	Total
502	10/17/00	BEVERLY AUSTIN	BOOKS DISCUSSION BOOKS - RECEIPT # 3055	1	\$51.80
503	10/17/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 3056	1	\$54.80
504	10/18/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3057	1	\$69.34
505	10/18/00	RALPH MALEY	RALPH USED LIBRARY CARD BY MISTAKE FOR PERSONAL USE - SEE VOUCHER # 752 - RECEIPT # 3058	1	\$26.75
506	10/19/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3059	1	\$61.45
507	10/23/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3060	1	\$34.10
508	10/23/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3061	1	\$24.20
509	10/23/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 3062	1	\$38.50
510	10/23/00	NANCY NEAL	FINES AND FEES - RECEIPT # 3063	1	\$35.28
511	10/23/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3064	1	\$119.40
512	10/23/00	LORETTA DODD	GIFT FUND INDIANA ROOM - RECEIPT # 3065	1	\$41.75
513	10/23/00	EQUIFAX	REFUND - ELWOOD ADULT CITY DIRECTORY RETURNED - RECEIPT # 3066	1	\$202.50
514	10/24/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3067	1	\$141.00
515	10/24/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 3068	1	\$52.30
516	10/24/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3069	1	\$92.19
517	10/25/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3070	1	\$77.78
518	10/26/00	KAY DOWNHAM	FINES AND FEES - RECEIPT # 3071	1	\$42.30
519	10/27/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3072	1	\$48.80
520	10/27/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3073	1	\$42.77
521	10/30/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3074	1	\$37.05
522	10/31/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3075	1	\$43.20
523	10/31/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 3076	1	\$82.38
524	10/31/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 3077	1	\$58.06
525	10/31/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3078	1	\$42.42

Total All Receipts \$26,426.77

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Voucher List

North Madison County Public Library System

Report Date: From 10/1/00 To 10/31/00

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
19399	691	ARAB TERMITE & PEST CONT	10/9/00	INVOICE # 091773	\$44.00
19403	692	BARBARA SNIPES	10/9/00	MILEAGE FOR SEPTEMBER	\$58.80
19404	693	CAROLYN LAMBERTSON	10/9/00	MILEAGE TO CONFERENCE	\$39.20
19405	694	CINTAS CORPORATION	10/9/00	INVOICE # 716448859, 716441034	\$67.47
19406	695	CITY WATER & SEWAGE DEP	10/9/00		\$151.84
19407	696	COMMUNITY HOLDINGS OF IN	10/9/00	26 WEEKS SUBSCRIPTION FOR SUMMITVILLE	\$79.30
19408	697	COVEY INC.	10/9/00	INVOICE # 2354	\$79.80
19410	698	DEMCO	10/9/00	INVOICE # 959525, 971225	\$134.57
19411	699	EDC EDUCATIONAL SERVICE	10/9/00	INVOICE # 902395	\$214.49
19409	700	CREATIVE PUBLISHING INTER	10/9/00	CHRISTMAS TREASURES DECORATING THE TREE HOLIDAY COOKIES	\$34.91
19412	701	EDWARDS ELECTRICAL & ME	10/9/00	INVOICE #00027314, 00026857	\$1,263.92
19414	702	FILIP, INC.	10/9/00	INVOICE # 94538	\$63.61
19415	703	GALE GROUP	10/9/00	INVOICE # 10218296, 10241035, 10229585	\$408.10
19416	705	HIGHSMITH CO.,INC.	10/9/00	INVOICE # 6435555-001	\$36.76
19417	706	HORTON'S & SONS OF ELWO	10/9/00	INVOICE # 2300787	\$4.99
19418	707	ILLIANA EDUCA.PRODUCTS, I	10/9/00	INVOICE # 1349, 1256	\$386.45
19419	708	INDIANA GAS COMPANY	10/9/00	FRANKTON - SERVICE 8/18-9/18/00 SUMMITVILLE SERVICE 8/30-9/28/00	\$37.77
19421	709	INSPIRATIONAL BOOK DISTRI	10/9/00	INVOICE # 19931, 19724	\$41.68
19423	710	K MART	10/9/00		\$118.51
19424	711	LEISURE ARTS	10/9/00	FAMILY CIRCLE BIG BOOK OF CHRISTMAS III	\$29.91
19425	712	LEXIS PUBLISHING	10/9/00	INVOICE # Q45100, Q17152	\$170.92
19426	713	LIBRARY CORPORATION, THE	10/9/00	INVOICE # 29912	\$183.00
19427	714	LIBRARY OF CONGRESS	10/9/00	MARC21 FORMAT FOR BIBLIOGRAPHIC MARC21 FORMAT FOR AUTHORITY DATA	\$120.00
19429	715	LUCENT TECHNOLOGIES	10/9/00	STATEMENT NUMBER 2706988636	\$137.64
19430	716	MARVIN SAUBERT	10/9/00	LAWN CARE FOR SEPTEMBER - SUMMITVILLE	\$300.00
19431	717	MICROMARKETING, LLC	10/9/00	INVOICE # 84202	\$10.95
19433	718	NATL CRIME PREVENTION C	10/9/00	INVOICE # NO4603-293338	\$129.95
19434	719	NFPA	10/9/00	INVOICE # 0724776	\$48.45
19435	720	PITNEY BOWES	10/9/00	INVOICE # 3524676-SPOO	\$151.00
19437	721	PURCHASE POWER	10/9/00		\$30.33
19436	722	PUBLIC EMP. RETIREMENT F	10/9/00	3RD QUARTER, 2000 PAYMENT QUARTER END DA 9/30/2000	\$7,554.54
19438	723	QUILL CORPORATION	10/9/00	INVOICE # 1411545, 1597614, 1568124, 1079131, CR MEMO338935	\$646.44
19439	725	RUFUS JESSIE	10/9/00	JULY THROUGH DEC TRASH REMOVAL FOR SUMMITVILLE	\$72.00
19440	726	STATE CHEMICAL MANUFACT	10/9/00	INVOICE # 90873089	\$260.93
19442	727	TOWN OF FRANKTON	10/9/00	BILLING DATE 9/22/00	\$145.51
19444	728	UPSTART	10/9/00	INVOICE # 6435893	\$45.97

Printed on Wednesday, November 01, 2000

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
19445	729	US OFFICE PRODUCTS	10/9/00	INVOICE # 05CY2761, 05CY2762 CLEAN AND REPAIR TYPEWRITERS	\$202.40
19443	730	U.S. TOY CO./CONSTRUCTIVE	10/9/00	INVOICE # 8052384501	\$19.35
19447	731	VIKING OFFICE PRODUCTS	10/9/00	INVOICE # 005100	\$36.05
19432	732	MIDWEST TAPE	10/9/00	VARIOUS INVOICES	\$743.71
19422	733	JOHN P. GORDON	10/9/00	REFUND - FINE PAID ON LOST MAGAZINETHAT WA FOUND LATER - CONSUMER REPORTS, SEPT, 200	\$3.50
19400	734	AUDIO VISUAL COMMUNICATI	10/9/00	SERVICE AGREEMENT FOR OCTOBER 2000	\$119.00
19402	735	BARBARA MCADAMS	10/9/00	PETTY CASH REIMBURSMENT	\$53.50
19420	736	INDIANA STATE LIBRARY	10/9/00	3RD QUARTER PLAC PAYMENT THREE CARDS SOLD	\$72.00
19441	737	SYMANTEC CORPORATION	10/9/00	8 SUBSCRIPTIONS TO ANTI-VIRUS DEFINITIONS F NORTON - ACCOUNT # 324587400	\$31.60
19446	738	VERIZON	10/9/00	STATEMENT ENDING 9/25/00	\$239.50
19401	739	BAKER & TAYLOR	10/9/00	VARIOUS INVOICES	\$5,382.96
19413	740	ELECTRONIC BUSINESS& INF	10/9/00	INVOICE # W13NS6391M	\$2,100.00
19428	741	LIBRARY STORE INC., THE	10/9/00	INVOICE # 264696	\$94.45
0	742	PAYROLL	10/11/00	PAYROLL	\$12,549.73
0	743	EFTPS	10/11/00	P/R ENDING 10/7/00	\$3,310.46
19450	744	INDIANA DEFERRED COMPEN	10/11/00	P/R ENDING 10/7/00	\$195.00
19451	745	MADISON COUNTY FEDERAL	10/11/00	P/R ENDING 10/7/00 INCLUDES BEVERLY AUSTIN'S SALARY OF \$1346.15	\$1,905.90
19448	746	AT&T	10/11/00		\$45.62
19449	747	GRUNAU COMPANY	10/11/00	QUARTERLY FIRE SPRINKLER INSPECTION	\$245.00
19452	748	SHARON FOUTS	10/11/00	PETTY CASH REIMBURSEMENT	\$30.60
19453	749	GREG SHEPARD	10/11/00	CLEANING HELP IN RALPH'S ABSENSE	\$26.70
19454	750	INCOLSA	10/13/00	WORKSHOP "OUTSTANDING YA PROGRAMS" SHA FOUTS AND AMBER BLOOD	\$80.00
0	751	WAL-MART	10/17/00	SUPPLIES AND CRAFT MATERIALS FOR SPOOK-A-AND CHRISTMAS CRAFT PROGRAMS - BANK CARD PURCHASE	\$87.61
0	752	TGI FRIDAY'S	10/18/00	USED BANK CARD BY MISTAKE TAKEN OUT OF OT FUND - REFUND MADE TO LIBRARY BY RALPH MA SEE RECEIPT # 3058	\$26.75
0	753	PAYROLL	10/25/00	PAYROLL	\$13,060.28
0	754	EFTPS	10/25/00	P/R ENDING 10/21/00	\$3,416.87
19460	755	INDIANA DEPARTMENT OF RE	10/25/00	PAYROLL DEDUCTIONS FOR MONTH OF OCTOBE	\$1,120.52
19459	756	INDIANA DEFERRED COMPEN	10/25/00	P/R ENDING 10/21/00	\$195.00
19458	757	CITY OF ELWOOD NON-REVE	10/25/00	P/R ENDING 10/21/00	\$1,250.51
19464	758	MADISON COUNTY FEDERAL	10/25/00	P/R ENDING 10/21/00 INCLUDES BEVERLY AUSTIN'S SALARY OF \$1,346.15	\$1,853.57
19463	759	JAMIE B. SCOTT	10/25/00	INSURANCE REFUND - CANCELLED AT BEGINNING OCTOBER	\$115.39
19455	760	AMERICAN ELECTRIC POWER	10/25/00		\$1,634.72
19456	761	AMERITECH	10/25/00	INVOICE # 765536233510	\$246.83
19461	762	INDIANA GAS COMPANY	10/25/00	SERVICE PERIOD 9/11-10/10/00	\$176.76
19462	763	INDIANA-AMERICAN WATER C	10/25/00	BILLING PERIOD 9/7-10/10/00	\$38.02
19457	764	AT&T	10/25/00	BILL DATE 10/3/00	\$58.88
19466	765	PURCHASE POWER	10/25/00		\$319.70

Printed on Wednesday, November 01, 2000

Bank Balances

North Madison County Public Library System

Report as of: 10/31/00

Bank

1	Star Financial Bank	\$246,740.56
2	Huntington Bank	\$18,304.57
3	Community Bank/Summitville	\$11,610.30
Total all banks =		\$276,655.43

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
19467	766	SHARON FOUTS	10/25/00	PETTY CASH REIMBURSEMENT	\$45.83
19468	767	TOWN OF FRANKTON	10/25/00	BILLING DATE 10/22/00	\$122.06
19465	768	MGI	10/25/00	INVOICE # IK-11949 PAINT FOR PARKING LOT ST	\$43.00
Total Amount of Claims					\$64,603.04

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
ELWOOD PUBLIC LIBRARY
November 13, 2000
EXECUTIVE SESSION
6:30 p.m.

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

**Regular Meeting
7:00PM**

CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS

1. Liability Insurance for Board/Director
(Bid information enclosed)
2. Nomination committee report

NEW BUSINESS

1. Letter concerning Frankton egress (enclosed)
2. 2001 Calendar of closings for NMCPLS (copy enclosed)
3. Patron petition for meeting room (Meeting room policy enclosed)
4. Edwards proposal (copy enclosed)

DIRECTOR'S REPORT:
ADJOURN

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
EXECUTIVE MEETING
November 13, 2000
6:30pm

CALL TO ORDER

President Sharan Pace called an executive meeting to order at the Elwood Public Library Meeting room on November 13, 2000 at 6:30pm.

CALL FOR QUORUM

Present with President Pace were board members Betty Caldwell, Cindy Powell, Jerry Kaiser, Pam Bohlander and Kevin Sipe. Also present were Director Beverly Austin and Diana Shepard, Administrative Assistant.

BUSINESS

Director Austin requested the board consider what course of action they would like to take when the current lease between the library system and National City Bank expires on March 31, 2002. She also explained the letter that was received from Attorney John W. Longnaker concerning egress for Mr. Alexander's apartment tenants.



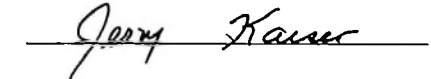
Board members were asked if they would like to donate time or poinsettias for "Christmas at the Library".

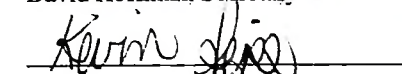
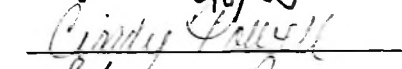
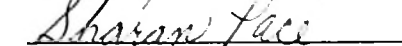
Director Austin asked the board to consider the installation of a ventilation system in the server room of Technical Services due to the increase of heat since the T1 line and fire wall have been installed. This has been an ongoing problem but the new installation has made it a major factor. A quote has been received from Edward Electrical & Mechanical.

It was brought to the board's attention that several board members terms will be expiring in the same year and suggested that research be conducted to see if any adjustments can be made.

Jim Wilson advised Beverly Austin if the lock problem is not taken care of soon that another company should be contracted to do the work and then to file suit against Sargent Lock.


David Hoffman, Secretary

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
November 13, 2000
7:00pm

CALL TO ORDER

President Sharan Pace called a meeting of the North Madison County Public Library System Board of Trustees to order on November 13, 2000 at 7:00pm

CALL FOR QUORUM

Present with President Pace were board members Pam Bohlander, Betty Caldwell, Kevin Sipe, Jerry Kaiser and Cindy Powell. David Hoffman was absent. Also present were Director Beverly Austin and Diana Shepard.

MINUTES

The minutes were approved with a motion by Pam Bohlander, seconded by Kevin Sipe and passed by the members.

CLAIMS REGISTER

The board members signed the claims register and Treasurer Pam Bohlander signed the checks.

OLD BUSINESS

Liability Insurance - After a discussion concerning Directors and Officers Liability Insurance a motion was made by Kevin Sipe that Director Beverly Austin should subscribe to liability insurance with an annual premium not to exceed \$1600 at maximum coverage that can be arranged. The motion passed after a second by Cindy Powell.

Nomination committee report - President Pace asked Kevin Sipe to present the slate of officers for election in December. Sharan Pace, President - Kevin Sipe, Vice-President - David Hoffman, Secretary - Pam Bohlander, Treasurer - and Jerry Kaiser, Assistant Treasurer. Nominate in November, elect in December, take office in January.

NEW BUSINESS

Letter concerning Frankton egress - A motion was made by Kevin Sipe and seconded by Betty Caldwell to let Attorney Jim Wilson handle the situation. The motion passed.

2001 calendar of closing for North Madison County Public Library - A motion was made by Kevin Sipe to accept the employee request considerations with the exceptions of the Saturday before Memorial Day and the Saturday before Labor Day. The motion passed after a second by Pam Bohlander. It was suggested that a skeleton crew could be used. Changes include closing at noon on New Year's Eve and Thanksgiving Eve, close at noon for in-service on January 15, 2001 and October 12, 2001.

Patron petition for meeting room - A motion was made by Jerry Kaiser to have the Director schedule the meeting room at her discretion with the provision that if there is a problem the meeting room policy can be looked at again at a later date. The motion was passed after a second made by Betty Caldwell.

Edward proposal - A motion was made by Pam Bohlander to accept the bid proposal of \$6,502.35 submitted by Edward Electrical & Mechanical to install a 9,000 BTU ductless, split system in the server room at Elwood. The motion passed after a second by Jerry Kaiser.

Director Austin told the board that we would be receiving three computers from the Gates Foundation.

At 8:00 a motion was made by Jerry Kaiser to adjourn the meeting. The motion was seconded by Pam Bohlander and passed.

David R. Hoffman
David Hoffman, Secretary

Pamela Bohlander

Kevin Sipe

Betty Caldwell

Cindy Powell

Jerry Kaiser

Sharan Pace

Register Of Claims

North Madison County Public Library System

Report Date: From 10/10/00 To 11/13/00

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	751	WAL-MART		Elwood Children's Programing	\$87.61	10/17/00	SUPPLIES AND CRAFT MATERIALS F AND CHRISTMAS CRAFT PROGRAMS PURCHASE
				Total this claim	<u>\$87.61</u>		
0	770	EFTPS		Empl.Share FICA&Medicare	\$993.90	11/8/00	P/R ENDING 11/4/00
			FICA	Payroll Deductions	\$805.52		
			Federal Taxes Withheld	Payroll Deductions	\$1,389.81		
			Medicare	Payroll Deductions	\$188.38		
				Total this claim	<u>\$3,377.61</u>		
0	769	PAYROLL		Salary of Assistants	\$12,334.62	11/8/00	PAYROLL
				Wages of Janitor	\$657.71		
				Total this claim	<u>\$12,992.33</u>		
0	742	PAYROLL		Salary of Assistants	\$11,863.19	10/11/00	PAYROLL
				Wages of Janitor	\$686.54		
				Total this claim	<u>\$12,549.73</u>		
0	753	PAYROLL		Salary of Assistants	\$12,403.42	10/25/00	PAYROLL
				Wages of Janitor	\$656.86		
				Total this claim	<u>\$13,060.28</u>		
0	752	TGI FRIDAY'S		Other	\$26.75	10/18/00	USED BANK CARD BY MISTAKE TAK FUND - REFUND MADE TO LIBRARY SEE RECEIPT # 3058
				Total this claim	<u>\$26.75</u>		
0	754	EFTPS		Empl.Share FICA&Medicare	\$999.09	10/25/00	P/R ENDING 10/21/00
			FICA	Payroll Deductions	\$809.72		
			Federal Taxes Withheld	Payroll Deductions	\$1,418.69		
			Medicare	Payroll Deductions	\$189.37		
				Total this claim	<u>\$3,416.87</u>		
0	743	EFTPS		Empl.Share FICA&Medicare	\$960.05	10/11/00	P/R ENDING 10/7/00
			FICA	Payroll Deductions	\$778.07		
			Federal Taxes Withheld	Payroll Deductions	\$1,390.36		
			Medicare	Payroll Deductions	\$181.98		
				Total this claim	<u>\$3,310.46</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>
19448	746	AT&T		Telephone & Telegraph	\$35.87	10/11/00	
				Telephone & Telegraph	\$9.75		
				Total this claim	\$45.62		
19449	747	GRUNAU COMPANY		Professional Services	\$245.00	10/11/00	QUARTERLY FIRE SPRINKLER INSPE
				Total this claim	\$245.00		
19450	744	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	10/11/00	P/R ENDING 10/7/00
				Total this claim	\$195.00		
19451	745	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$559.75	10/11/00	P/R ENDING 10/7/00
				Other Professional Services	\$1,346.15		INCLUDES BEVERLY AUSTIN'S SALA
				Total this claim	\$1,905.90		
19452	748	SHARON FOUTS		Elwood Children's Programing	\$5.14	10/11/00	PETTY CASH REIMBURSEMENT
				Postage & UPS	\$5.08		
				Fuel, Oil and Lubricants	\$6.30		
				Professional Meetings	\$14.08		
				Total this claim	\$30.60		
19453	749	GREG SHEPARD		Professional Services	\$26.70	10/11/00	CLEANING HELP IN RALPH'S ABSEN
				Total this claim	\$26.70		
19454	750	INCOLSA		Professional Meetings	\$80.00	10/13/00	WORKSHOP "OUTSTANDING YA PRO FOUTS AND AMBER BLOOD
				Total this claim	\$80.00		
19455	760	AMERICAN ELECTRIC POWER		Electricity	\$1,218.49	10/25/00	
				Electricity	\$416.23		
				Total this claim	\$1,634.72		
19456	761	AMERITECH		Telephone & Telegraph	\$246.83	10/25/00	INVOICE # 765536233510
				Total this claim	\$246.83		
19457	764	AT&T		Telephone & Telegraph	\$58.88	10/25/00	BILL DATE 10/3/00
				Total this claim	\$58.88		
19458	757	CITY OF ELWOOD NON-REVE	Insurance	Emp Cont Group Ins	\$673.35	10/25/00	P/R ENDING 10/21/00
				Emp Cont Group Ins	\$577.16		
				Total this claim	\$1,250.51		
19459	756	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	10/25/00	P/R ENDING 10/21/00
				Total this claim	\$195.00		

<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>
19460	755	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$874.95	10/25/00	PAYROLL DEDUCTIONS FOR MONTH
			County Taxes Withheld	Payroll Deductions	\$245.57		
				Total this claim	\$1,120.52		
19461	762	INDIANA GAS COMPANY		Gas	\$176.76	10/25/00	SERVICE PERIOD 9/11-10/10/00
				Total this claim	\$176.76		
19462	763	INDIANA-AMERICAN WATER C		Water	\$38.02	10/25/00	BILLING PERIOD 9/7-10/10/00
				Total this claim	\$38.02		
19463	759	JAMIE B. SCOTT	Insurance	Emp Cont Group Ins	\$115.39	10/25/00	INSURANCE REFUND - CANCELLED OCTOBER
				Total this claim	\$115.39		
19464	758	MADISON COUNTY FEDERAL	Credit Union	Other Professional Services	\$1,346.15	10/25/00	P/R ENDING 10/21/00
				Payroll Deductions	\$507.42		INCLUDES BEVERLY AUSTIN'S SALA
				Total this claim	\$1,853.57		
19465	768	MGI		Paint and painting supplies	\$43.00	10/25/00	INVOICE # IK-11949 PAINT FOR PAR
				Total this claim	\$43.00		
19466	765	PURCHASE POWER		Postage & UPS	\$319.70	10/25/00	
				Total this claim	\$319.70		
19467	766	SHARON FOUTS		Fuel, Oil and Lubricants	\$7.00	10/25/00	PETTY CASH REIMBURSEMENT
				Postage & UPS	\$11.80		
				Elwood Children's Programing	\$1.86		
				Technology Equipment	\$1.99		
				Other Operating Supplies	\$23.18		
				Total this claim	\$45.83		
19468	767	TOWN OF FRANKTON		Electricity	\$104.28	10/25/00	BILLING DATE 10/22/00
				Water	\$7.83		
				Waste Disposal Services	\$9.95		
				Total this claim	\$122.06		
19469	777	AT&T		Telephone & Telegraph	\$24.06	11/8/00	SUMMITVILLE BILL DATE 10/21
				Telephone & Telegraph	\$12.71		FRANKTON BILL DATE 10/22
				Total this claim	\$36.77		
19470	773	CAROLYN LAMBERTSON		Summitville Programing	\$24.19	11/8/00	PETTY CASH REIMBURSEMENT
				Other Operating Supplies	\$7.59		
				Total this claim	\$31.78		

<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>
19471	774	CITY WATER & SEWAGE DEP		Water	\$131.44	11/8/00	BILLING DATE 10/25/00
				Total this claim	<u>\$131.44</u>		
19472	771	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	11/8/00	P/R ENDING 11/4/00
				Total this claim	<u>\$195.00</u>		
19473	772	MADISON COUNTY FEDERAL	Credit Union	Other Professional Services	\$1,346.15	11/8/00	P/R ENDING 11/4/00
				Payroll Deductions	\$498.65		INCLUDES BEV AUSTIN'S SALARY O
				Total this claim	<u>\$1,844.80</u>		
19474	775	POSTMASTER		Postage & UPS	\$16.50	11/8/00	STAMPS FOR SUMMITVILLE
				Total this claim	<u>\$16.50</u>		
19475	776	SHARON FOUTS		Fuel, Oil and Lubricants	\$1 67	11/8/00	PETTY CASH REIMBURSEMENT
				Elwood Children's Programing	\$8.80		
				Postage & UPS	\$10.18		
				Professional Meetings	\$16.08		
				Total this claim	<u>\$36.73</u>		
19476	778	AMBER BLOOD		Travelling Expense	\$33.32	11/13/00	MILEAGE TO CONFERENCE
				Total this claim	<u>\$33.32</u>		
19477	779	ANDREW HARPER		Professional Services	\$40.00	11/13/00	MOWING FOR SEPTEMBER, 2000 - FRANKTON
				Total this claim	<u>\$40.00</u>		
19478	807	ANN HUGHES		Other	\$12.99	11/13/00	REFUND FOR BOOK THAT WAS FOU
				Total this claim	<u>\$12.99</u>		
19479	781	AUDIO VISUAL COMMUNICATI		Professional Services	\$119.00	11/13/00	SERVICE AGREEMENT FOR NOVEM
				Total this claim	<u>\$119.00</u>		
19480	782	AVAYA COMMUNICATION		Professional Services	\$137.64	11/13/00	STATEMENT # 2707289429 WAS LUCENT TECHNOLOGIES
				Total this claim	<u>\$137.64</u>		
19481	834	BAKER & TAYLOR		Elwood Adult	\$3,103.08	11/13/00	VARIOUS INVOICES
				Elwood Childrens	\$1,034.76		
				Frankton	\$1,299.95		
				Summitville	\$926.78		
				Total this claim	<u>\$6,364.57</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>
19482	783	BARBARA MCADAMS		Frankton Programing	\$13.55	11/13/00	PETTY CASH REIMBURSEMENT
				Professional Meetings	\$5.25		
				Other Operating Supplies	\$15.00		
				Postage & UPS	\$26.97		
				Total this claim	\$60.77		
19483	784	BARBARA SNIPES		Traveling Expense	\$50.62	11/13/00	MILEAGE FOR OCTOBER, 2000
				Total this claim	\$50.62		
19484	785	BEVERLY AUSTIN		Traveling Expense	\$105.28	11/13/00	MILEAGE
				Total this claim	\$105.28		
19485	786	BON PRINTING	Gift	Office Supplies	\$41.75	11/13/00	INVOICE # 556
				Total this claim	\$41.75		
19486	787	CARROLL PUBLISHING COMP		Elwood Adult	\$300.00	11/13/00	RENEW SUBSCRIPTION
				Total this claim	\$300.00		
19487	788	CHAPMAN ELECTRIC SUPPLY		Other Repair & mainten.supplies	\$89.10	11/13/00	INVOICE # 128323
				Total this claim	\$89.10		
19488	789	CINTAS CORPORATION		Cleaning & Sanitation Supplies	\$35.09	11/13/00	INVOICE # 716450816, 716458099
				Cleaning & Sanitation Supplies	\$32.38		
				Total this claim	\$67.47		
19489	790	COMMUNITY HOLDINGS OF IN		Frankton Per. & Newsp.	\$78.00	11/13/00	26 WEEKS SUBSCRIPTION TO ANDE FRANKTON
				Total this claim	\$78.00		
19490	791	COVEY INC.		Office Supplies	\$265.30	11/13/00	INVOICE # 2384, 2395
				Total this claim	\$265.30		
19491	792	EDC EDUCATIONAL SERVICE		Elwood Childrens	\$135.44	11/13/00	INVOICE # 905031, 911683
				Frankton	\$1,302.05		
				Total this claim	\$1,437.49		
19492	793	ELWOOD CALL LEADER		Advertising & Public Notices	\$41.00	11/13/00	CLASSIFIED AD
				Total this claim	\$41.00		
19493	794	ESSENTIAL PUBLISHING, INC.		Elwood Adult	\$34.95	11/13/00	INVOICE # 1059
				Total this claim	\$34.95		
19494	795	FAMILY CHRISTIAN STORES		Summitville	\$294.76	11/13/00	TRANSACTION # 3222
				Total this claim	\$294.76		

Invoice Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
19466	76	SON TV & APPLIANCE, INC.		Equipment/Maint.	\$20.00	11/13/00	CLEAN VCR
				Total this claim	<u>\$20.00</u>		
19466	79	GALE GROUP		Elwood Adult	\$802.81	11/13/00	INVOICE # 10313526, 10323306, 10323
				Total this claim	<u>\$802.81</u>		
19467	798	GARETH STEVENS		Summitville	\$113.70	11/13/00	INVOICE # SO323045
				Total this claim	<u>\$113.70</u>		
19496	799	GAYLORD BROS.		Other Operating Supplies	\$85.79	11/13/00	INVOICE # OH65945009
				Total this claim	<u>\$85.79</u>		
19499	800	GENEALOGY.COM		Elwood Indiana Room	\$427.90	11/13/00	INVOICE # G-5179, G-5411
				Total this claim	<u>\$427.90</u>		
19500	801	GROLIER EDUCATIONAL		Elwood Childrens	\$946.58	11/13/00	INVOICE # 10502365, 10499384
				Total this claim	<u>\$946.58</u>		
19501	806	H.W.WILSON COMPANY		Elwood Adult	\$495.00	11/13/00	INVOICE # 53316932, 53443160
				Total this claim	<u>\$495.00</u>		
19502	802	HEARTLAND AG-BUSINESS G		Elwood Adult	\$19.95	11/13/00	INVOICE # S20001009-30
				Total this claim	<u>\$19.95</u>		
19503	803	HEINEMANN LIBRARY		Elwood Childrens	\$477.11	11/13/00	INVOICE # 567431
				Total this claim	<u>\$477.11</u>		
19504	804	HERITAGE BOOKS, INC		Elwood Indiana Room	\$63.50	11/13/00	INVOICE # 200915526
				Total this claim	<u>\$63.50</u>		
19505	805	HOME HEALTH EDUCATION S		Elwood Adult	\$461.16	11/13/00	FAMILY MEDICAL GUIDE MEDICINAL PLANTS
				Total this claim	<u>\$461.16</u>		
19506	808	INDIANA GAS COMPANY		Gas	\$36.38	11/13/00	SERVICE PERIOD 9/28-10/30/00
				Gas	\$7.54		SUMMITVILLE SERVICE PERIOD 9/18-10/18/00
				Total this claim	<u>\$43.92</u>		
19507	809	INDIANAPOLIS STAR		Elwood Period. & News.	\$187.20	11/13/00	52 WEEKS SUBSCRIPTION FOR ELW
				Total this claim	<u>\$187.20</u>		
19508	810	K MART		Other Operating Supplies	\$115.79	11/13/00	
				Elwood AV	\$84.92		
				Summitville AV	\$213.48		
				Total this claim	<u>\$414.19</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>
19509	811	LESS GAUSS INC.		Furniture & Equipment	\$48.95	11/13/00	INVOICE # 38878.10
				Total this claim	\$48.95		
19510	812	LEXIS PUBLISHING		Elwood Adult	\$62.68	11/13/00	INVOICE # R56916
				Total this claim	\$62.68		
19511	813	LIBRARY CORPORATION, THE		Automation	\$53.00	11/13/00	INVOICE # 2000120071 BAR CODE READER SUPPORT
				Total this claim	\$53.00		
19512	814	LIBRARY STORE INC., THE		Book Processing	\$345.90	11/13/00	INVOICE # 269351, 271921
				Other Operating Supplies	\$30.60		
				Total this claim	\$376.50		
19513	815	MANIFOLD REFUSE, INC.		Waste Disposal Services	\$54.00	11/13/00	TRASH SERVICE 4TH QUARTER, 200
				Total this claim	\$54.00		
19514	816	MARSH SUPERMARKET		Elwood Children's Programing	\$9.52	11/13/00	
				Total this claim	\$9.52		
19515	817	MARVIN SAUBERT		Professional Services	\$180.00	11/13/00	YARD SERVICE FOR SUMMITVILLE
				Total this claim	\$180.00		
19516	818	MIDWEST TAPE		Frankton AV	\$95.97	11/13/00	VARIOUS INVOICES
				Elwood AV	\$715.70		
				Frankton	\$200.93		
				Total this claim	\$1,012.60		
19517	819	P C MAGAZINE		Elwood Period. & News.	\$26.97	11/13/00	22 ISSUE SUBSCRIPTION
				Total this claim	\$26.97		
19518	820	POPULAR SUBSCRIPTION SE		Elwood Period. & News.	\$2,579.02	11/13/00	MAGAZINE SUBSCRIPTION SERVICE
				Frankton Per. & Newsp.	\$1,304.87		
				Summitville Period. & Newsp.	\$967.29		
				Total this claim	\$4,851.18		
19519	821	POSTMASTER		Postage & UPS	\$16.50	11/13/00	STAMPS FOR SUMMITVILLE
				Total this claim	\$16.50		
19520	823	QUILL CORPORATION		Office Supplies	\$860.12	11/13/00	INVOICE # 1879824, 1863164, 214632
				Total this claim	\$860.12		
19521	825	R. M. STOOF & ASSOCIATES, I		Furniture & Equipment	\$409.91	11/13/00	INVOICE # I-5244 PART FOR SECURITY GATES
				Total this claim	\$409.91		

<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>
19522	824	RAMSAY BUSINESS PRODUC		Professional Services	\$139.57	11/13/00	
				Office Supplies	\$152.65		
				Total this claim	\$292.22		
19523	822	ROSEN PUBLISHING GROUP		Elwood Childrens	\$388.05	11/13/00	INVOICE # 195224
				Total this claim	\$388.05		
19524	827	SCHOLARLY RESOURCES INC		Elwood Adult	\$34.80	11/13/00	INVOICE # 18913
				Total this claim	\$34.80		
19525	828	SIMPLEX TIME RECORDER C		Telephone & Telegraph	\$96.00	11/13/00	FIRE ALARM SYSTEM-REPLACE DIAL 11886972
				Total this claim	\$96.00		
19526	826	SPECIALTY STORE SERVICES		Book Processing	\$246.22	11/13/00	INVOICE # 810194, 804012
				Total this claim	\$246.22		
19527	829	STAR FINANCIAL BANK		Equipment/Rental	\$25.00	11/13/00	SAFE DEPOSIT BOX PAYMENT
				Total this claim	\$25.00		
19528	830	STATE CHEMICAL MANUFACT		Cleaning & Sanitation Supplies	\$74.12	11/13/00	INVOICE # 90930678
				Total this claim	\$74.12		
19529	831	TASTE OF HOME		Frankton	\$22.90	11/13/00	2001 TASTE OF HOME ANNUAL RECI
				Total this claim	\$22.90		
19530	832	VERIZON		Telephone & Telegraph	\$239.86	11/13/00	FRANKTON TELEPHONE SERVICE
				Total this claim	\$239.86		
19531	833	WORLD ALMANAC EDUCATIO		Frankton	\$1,017.28	11/13/00	INVOICE # 043438810001
				Total this claim	\$1,017.28		

Warrant Claim

Number

Number Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$85,195.47

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.

Friday, November 10, 2000

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 9 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$85,195.47

Date this 13 day of November, 19 2000

Handwritten signatures of governing board members: Annula S. Silander, Kevin [unclear], Betty Caldwell, James [unclear], Sharon Pace, and [unclear].

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

**DIRECTOR'S REPORT
NOVEMBER 13, 2000**

The following is for your information. The Board requires no action on the information. If you have any questions concerning any item, please feel free to ask.

1. Oct. 24, Haunted Tunnel in the Children's Room was very successful!
2. Oct. 30, Diana & I attended a workshop in Indy held by the State Board of Accounts and the State Library.
3. Oct. 31, I presented program at Edgewood for 75 students. Trick or Treating was held in the Children's Room with approx. 70 children.
4. Nov. 1 I went to Anderson to meet with the county librarians. I will host in February.
5. Nov. 4, A parent who had volunteered started a "Story Telling" time for grades K-6. Approx. 30 attended and organization began. Program will include telling, reading, stories and crafts.
6. Nov. 6 Nancy Murray began training as back-up bookkeeper.
7. Nov. 10 Interviews for part time person were held.
8. Nov. 29, Gates Grant Meeting. Jamie and I will be attending. We think Elwood will get 4 stand alone PC's, one web server, one printer, a router, plus networking cable and a hub. Frankton will probably get at least one PC. Summitville doesn't qualify. (We are checking population records.)
9. I wrote a letter to Joel Blum with copy to David Ginn at Rowe concerning the suit against Leroy Belcher and the Melton Classic Column situation. Mr. Blum called on 11/7. He is going to investigate names to give us to help with the door/lock situation. Feels Mr. Wilson may need to write letter to Melton Classic. (Mr. Wilson called just before Mr. Blum. Mr. Wilson informed me we are to fix the doors/locks and then he will sue Mr. Belcher for payment of the repair/placement of doors/locks.)
10. LSTA Technology Grant for 2001 was sent. We are requesting \$5000 to hire a part time person to scan cemetery records for the NMCPLS five townships. As a part of this grant, we would be responsible for \$2,170.00. (copy of grant attached)
11. I am participating on the Elwood Sesquicentennial Committee as the representative from the library.

LSTA Technology Grant Application 2001

Purpose:

The North Madison County Public Library System has a collection of unique local, county, and state historical items along with several genealogical resources. These resources are available to anyone who physically visits any one of our libraries. We have a staff member who devotes an extensive amount of her time answering e-mails from people who live all across the United States. This is a great service to provide. Another valuable service would be to have these resources available through the Internet.

We will be starting with the cemetery records for our five townships. We have a scanner and computer, which can be used to digitize this information. We only need manpower to scan the items into the computer. In order to get these records scanned in we figured that it would take approximately 1000 hours. This person would work 20 hours per week for approximately one full year.

Goal:

Our goal is to digitize our resources in order to make them available on the Internet.

Objectives and Timeline:

- May/2001 - Advertise for a part-time and temporary job opening to scan historical items.
- June/2001 - Hire someone to perform this job.
- July/2001 - June/2002 - Evaluate the process once a month by utilizing Xcel's expertise and previous involvement with this type of a project.

Budget:

Category	Total Project Budget	Amount funded from grant
\$7.17 per hour	\$7170.00	\$5000.00

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

2001 HOLIDAY CLOSURES

	OCT 1999	OCT 2000	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	2903	3281	358	12%	31082
JUVENILE	2838	2829	-9	0%	22005
Y. A.	191	159	-32	-17%	1643
PERIOD.	484	526	62	13%	5045
AUDIO	230	228	-4	-2%	2289
VIDEO	2151	1890	-261	-12%	20260
TOTAL	8777	8891	114	13%	82324
FRANKTON					
ADULT	1122	1039	-83	-7%	9900
JUVENILE	842	770	-72	-9%	6950
Y. A.	28	26	-2	-7%	375
PERIOD.	287	300	13	5%	2776
AUDIO	34	34	0	0%	354
VIDEO	847	811	-36	-4%	8122
TOTAL	3160	2980	-180	-6%	28477
HAZELBAKER					
ADULT	616	703	87	14%	6878
JUVENILE	537	651	114	21%	5995
Y. A.	15	57	31	119%	347
PERIOD.	113	100	-13	-12%	1401
AUDIO	12	54	42	350%	441
VIDEO	568	456	-112	-20%	4624
TOTAL	1872	2021	149	8%	19686
SYSTEM					
ADULT	4641	5003	362	8%	47860
JUVENILE	4217	4250	33	0%	34950
Y. A.	245	242	-3	-1%	2385
PERIOD.	864	928	62	7%	9222
AUDIO	276	314	38	14%	3084
VIDEO	3566	3157	-409	-11%	33006
TOTAL	13809	13892	83	6%	130487
TRAFFIC	ELWOOD	FRANKTON	HAZELBAK		
REF.	9294	2091	1089		
ASSITS.	61	291	82		
COMP A.	1910	682	346		
J.	868	289	246		
PROG. A.	524	N/A	182		
J.	1 / 30	N/A	4 / 21		
	23 / 627	5 / 30	14 / 104		

JANUARY 1, 2001

NEW YEAR'S DAY

JANUARY 15, 2001

IN-SERVICE 1-5 P.M.

CLOSE AT NOON

FEBRUARY 19, 2001

PRESIDENT'S DAY

APRIL 13, 2001

GOOD FRIDAY

CLOSE AT NOON

MAY 28, 2001

MEMORIAL DAY

JULY 4, 2001

INDEPENDENCE DAY

SEPTEMBER 3, 2001

LABOR DAY

OCTOBER 12, 2001

IN-SERVICE 1-5 P.M.

CLOSE AT NOON

NOVEMBER 21, 2001

THANKSGIVING EVE

CLOSE AT NOON

NOVEMBER 22, 2001

THANKSGIVING DAY

DECEMBER 24, 2001

CHRISTMAS EVE DAY

DECEMBER 25, 2001

CHRISTMAS DAY

DECEMBER 31, 2001

NEW YEAR'S EVE

CLOSE AT NOON

JANUARY 1, 2002

NEW YEAR'S DAY

(NMCPLS Board approved 11/13/00)

Edwards
ELECTRICAL & MECHANICAL, INC.

6831 E. 32nd St. ~ Indianapolis ~ Indiana ~ 46226 ~ 317-543-3460 ~ Fax 317-543-3476

David Howell

Wednesday, October 25, 2000

NORTH MADISON COUNTY/ELWOOD PUBLIC LIBR
1600 MAIN STREET
ELWOOD IN 46036

To Whom It May Concern:

Attached please find a copy of the proposal that was recently submitted for your consideration. Please be aware that the information on this proposal is due to expire in the near future. In the event that the attached proposal ages beyond sixty (60) days, Edwards may be required to re-quote the work, adjusting the total investment according to the current pricing standards. We ask that you please consider the attached document and respond to this company at your earliest convenience.

If you wish to approve the attached proposal, simply sign the section of the form marked, "ACCEPTANCE OF PROPOSAL". Please note any purchase order or tracking numbers that you wish to be associated with this job near the signature of the approving individual.

With regards to the attached, proposed work, Edward Electrical & Mechanical appreciates any and all consideration given. If you have any questions or concerns, please feel free to contact Edwards' Service Department toll free at, (800) 497-3364, or locally at, (317) 543-3470. We value each one of our customers, and certainly appreciate any business that is directed our way.

Regards,

David R. Howell

David R. Howell
Service Contact

Proposal for Service

Proposal # I09080

Wednesday, October 25, 2000

Customer

NORTH MADISON COUNTY/ELWOOD PUBLIC
1600 MAIN STREET
ELWOOD , IN

Job Location

ELWOOD LIBRARY #
1600 MAIN ST.
ELWOOD , IN

Description

Re: ADD COOLI Model # N/A Serial # N/A

Edwards is pleased to submit the following proposal to install a 9,000 BTU ductless, split system in the server room at the above listed location. The price includes the 9,000 BTU, split system, all the electrical, all the plumbing, labor, startup, and a 1-year warranty.

Quoted Price	\$6,502.35
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Authorized Signature

David Howell

- Edwards' Service Dept.

Acceptance of Proposal

Warranty Policy

Edwards Electrical Mechanical will cover all parts and labor for the work performed, as described in this proposal, for 90 days from the install date. Only the parts and materials listed on this proposal shall be covered.

New Equipment: Edwards Electrical Mechanical Inc. shall warrant all parts and labor on new equipment installed by EDWARDS for a period of one year from the date of startup.

Compressors: Edwards Electrical Mechanical Inc. shall warrant compressors per the manufacturers specifications. We shall warrant parts, materials and labor for a period of ninety days from the date of startup.

Please acknowledge acceptance of this proposal by signing and faxing to (317) 543-3462. The above prices, specifications and conditions are stated and are hereby accepted. You are authorized to do the work as specified.

NOTE: This proposal may be withdrawn by Edwards Electrical Mechanical, Inc. if not accepted within (60) days

DATE ACCEPTED:

11/15/00

SIGNATURE:

Beverly J. Austin

PURCHASE ORDER

2006

PRINTED NAME:

Beverly J. Austin



Managing General Agents
Surplus Lines Brokers

Arlington/Roe & Co.

November 28, 2000

Ms. Beverly J. Austin, Director
North Madison County Public Library
1600 Main Street
Elwood, IN 46036

Re: Directors & Officers Liability and Crime Insurance for Members of the Indiana Library Federation

Dear Program Member:

Thank you for your interest in the Indiana Library Federation Insurance Program. We are required to have on file a completed, signed and dated current program application for each insured. We sincerely appreciate your participation in this program. As such, please complete the application and return along with your check to our office in the returned envelope.

If you have any questions regarding coverages or this program, please contact Don Nagy ^{Ext. 105} at 317-464-5000.

Thank You,

Handwritten: Dorlene Jones
Attn: Arlington/Roe + Co.
P.O. Box 80803, Ind.
Indy 46280

Dorlene Jones

Handwritten:
2,000,000 -
\$1,259 - check

Handwritten: Effect 1/1/01

Handwritten: Bid
Chosen
Insurance

APPLICATION FOR D&O LIABILITY AND CRIME INSURANCE

From

North Madison County Public Library System
1600 Main Street
Elwood, IN 46036

We are interested in the \$2,000,000 limit of liability per library and \$0 deductible for \$1259.00 cost. However, we need to know the amount it will cost and IF there will be deductible because in March, 1991 a library employee was terminated. In March of 1992 this employee filed a COMPLAINT FOR DAMAGES. It was settled out of court in October, 1994.

We would want coverage to become effective January 1, 2001. A budget for the year 2000 is attached as is a copy of the By-Laws and a list of the NMCPLS Board of Trustees.

We are a member library of the Indiana Federation of Libraries. Our total employee count is 26 (full and part time)

Handwritten: Beverly J. Austin 11/15/00



Handwritten: Resubmitted 12/6/00

October 3, 2000

Beverly J. Austin
Director
North Madison County Public Library System
1600 Main Street
Elwood, IN 46036-2023

RE: Directors and Officers Liability Insurance Proposal

Dear Beverly,

Based on the application you submitted for coverage, Chubb Insurance Group has quoted the following limits and deductibles:

		Options		
I. Limits of Liability:	A. Each LOSS	\$1,000,000	\$3,000,000	\$5,000,000
	B. Each POLICY	\$1,000,000	\$3,000,000	\$5,000,000
II. Deductible:	Each Loss:	\$ 2,500	\$ 2,500	\$ 5,000
III. Annual Premium:		\$ 1,000	\$ 1,550	\$ 2,100

IV. **Coverage for Prior Acts:** Any claim reported in this policy term is subject to coverage, including those which may have occurred prior to the effective date of the first term of coverage as long as those claims were not reported or known about prior to the inception of the first term of this coverage. **THIS IS A CLAIMS MADE POLICY WITH COVERAGE FOR UNKNOWN PRIOR ACTS.**

V. **General Coverage Explanation:** Attached are Chubb brochures which discuss the coverage, but below is a summary of some of the most important points about this coverage:

A. Standard Commercial General Liability Insurance coverage such as the library maintains on the premises does not cover claims against the library which are not the result of bodily injury or property damage.

B. The Chubb Not-for-Profits Liability policy is designed to pay all loss the insured is legally obligated to pay arising out of:

1. WRONGFUL ACTS;
2. EMPLOYMENT-RELATED PRACTICES;

3. PERSONAL INJURY or PUBLISHERS LIABILITY

C. A **WRONGFUL ACT** is defined in the policy (page 10 of attached form) as any error, misstatement, misleading statement, act, omission, neglect, or breach of duty committed or attempted by an **ORGANIZATION** or **INSURED PERSON** in their insured capacity.

D. The following will be **INSUREDS** under this policy:

1. The North Madison County Public Library System
2. Any person who has been, now is or shall become a duly elected director or trustee, duly elected or appointed officer, employee or committee member (whether salaried or not) and any natural person serving in a voluntary capacity for the benefit of the library and at the specific request of the library.

E. **EMPLOYMENT-RELATED PRACTICES** means a **WRONGFUL ACT** constituting wrongful dismissal, discharge, or termination of employment, breach of any oral or written employment contract or quasi-contract, employment related misrepresentation, violation of employment discrimination laws (including harassment), wrongful failure to employ or promote, wrongful discipline, wrongful deprivation of a career opportunity, failure to grant tenure, negligent evaluation, employment related wrongful infliction of emotional distress.

F. The main exclusions in this policy are:

- a. Incidents which occurred prior to the inception date of coverage which were known to the insured at the time the policy is issued;
- b. Deliberately fraudulent acts or omissions or any willful violation of any statute or regulation;
- c. Any insured having gained any profit, remuneration, or advantage to which the insured was not entitled;
- d. Any claim arising out of pollution;
- e. Any contract, except employment contracts and the cost to defend a loss arising out of a contract;
- f. claims arising from bodily injury, property damage, sickness, disease or death, or mental or emotional distress (except for employment-related claims);
- g. Any actual or alleged violation of numerous federal or state laws as mentioned in the actual policy (page 4, part 4.2b);
- h. Any claim brought by an insured, except for derivative actions or employment-related claims.

Certainly you will want to read the entire policy, but the above points are the heart of the coverage, in my opinion. In Indiana, a director of a Not-for-Profit organization has the obligation to act in good faith, and with the care an ordinarily prudent person would exercise in discharging the duties of a director. The directors may be held liable if the

director has failed to perform the required duties and the failure is due to willful misconduct or recklessness. This means, from a practical standpoint, that it is fairly unlikely that a director will be found liable for his or her actions. However, this will not always deter a third party from suing the director and the library. As such, the primary purpose of this policy is to provide legal defense coverage.

Two of the biggest benefits of this policy are:

1. Anyone associated with the library in any capacity is covered, not just officers and directors, and
2. Coverage is extended to employment-related practices suits (which is a very troublesome coverage area today).

As I mentioned in our meeting, I use this same policy for many other Not-for-Profits organizations in Indianapolis, including the Indianapolis Museum of Art, the Eiteljorg Museum of American Indians and Western Art, the Greenwood Public Library, the Hussey-Mayfield Memorial Public Library (Zionsville), the Indiana Cooperative Library Services Association, and the Private Academic Library Network to name a few.

I would urge you to review all the information and please call me with any questions. I am returning the original application for you to sign and return to me. Coverage can be affected the day after you sign the application and we will bill the library in accordance with our normal billing procedure. The policy may be written for a term of one or three years. If the three year term is chosen, the premium will not be adjusted unless losses have been reported.

Thank you for taking the time to discuss this coverage with me. I look forward to working with you soon on other insurance coverages on the library.

SINCERELY,


DAVID L. STACE, CPCU
VICE PRESIDENT

BURNETTE

DELLINGER

November 3, 2000

North Madison County Library System
1600 Main Street
Elwood, In 46036

Attn: Beverly Austin, Director

Re: Directors & Officers Liability Insurance – Revised Quotation

Dear Beverly:

Upon providing the carrier the updated financial information, they have provided us with a revised quotation for the above. In reference to a couple of your questions in your letter dated 10-18-00, the following applies to the policy:

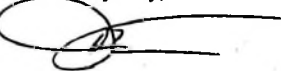
- Insured Person shall mean all persons who were, now are, or shall be directors, trustees, officers, employees, volunteers or staff members of the Organization or its Subsidiaries, including any executive board members and committee members whether salaried or not.
- Wrongful Acts shall mean any actual or alleged error, mismanagement, misleading statement, act or omission, neglect or breach of duty or Employment Practices Wrongful Act by the Organization and /or Subsidiary, and/or any insured persons acting in their capacity with the Organization or a Subsidiary.
- Employment Practices Wrongful Act is included. – shall mean: wrongful dismissal, discharge or termination of employment. – violatio of employment laws. – sexual W.R. workplace harassment of any kind. – discrimination. – wrongful failure to employ or promote. – wrongful discipline. – negligent evaluation. – failure to provide adequate workplace or employment policies or procedures.

I have also attached a few other highlights from the company that is included. The following is a brief recap on the proposal:

- Carrier: Great American Insurance Company
- Limit: \$1,000,000
- Retention: \$1,000
- Annual Premium: \$1,320.00
- Quote valid until 12-1-00

If you have any questions prior to your meeting, please do not hesitate to give me a call.

Yours very truly,



John W. Burnette, CIC

BURNETTE - DELLINGER Insurance Agency, Inc.



1423 S. Anderson Street • P.O. Box 455 • Elwood, IN 46036-0455 • Phone: 317-552-7323 • Fax: 317-552-7196 • 1-800-470-6623



JOHN W. LONGNAKER, III
ATTORNEY AT LAW

PARADIGM PLACE

200 EAST 11TH STREET, SUITE 100 B, ANDERSON, IN 46016

TEL. (765) 643-3300 FAX (765) 641-2269

October 20, 2000

Via U.S. Mail & Fax 552-0955

Ms. Beverly Austin
Director
North Madison Co. Public Library System
1600 Main Street
Elwood, Indiana 46036

Re: Frankton Library Easements

Dear Ms. Austin:

Please be advised I am the attorney for Mark Alexander, the owner of Parcel Nos. 40 & 41, located on Church Street, Frankton, Indiana, just south of the library, located at 111 E. Sighler Street. It is his understanding the library is the owner of Parcel Nos. 37, 38, and 39, which in turn leases Parcel No. 39 to National City Bank. In recent years the bank has been expanding Southward toward Mr. Alexander's apartment building upon Parcel Nos. 40 & 41, limiting the area for egress and ingress for his tenants. These easements have been in existence since 1959. Therefore, Mr. Alexander would like to begin discussions about preserving his ingress and egress easements for his tenants. Please have your representative or attorney contact me to begin a dialog concerning this matter.

Sincerely,

By:
John W. Longnaker III

JWL/esm

cc: Mark Alexander
clients/alexander.mark/letters/Frankton.library.ltr.10.20.00.wpd

Application for D&O Liability Insurance

Notice: The D&O liability insurance policy for which application is made applies, subject to its terms, only to any "claim" first made against the "insureds" during the policy period or any applicable extended reporting period.

1. Name of organization: _____

Street address: _____

City: _____

State: _____ ZIP: _____

2. Date of incorporation: _____

3. Is the total income/revenue of the applicant greater than \$5,000,000?

Yes No

4. Number of compensated employees: _____

Number of volunteers/members: _____

5. Past activities:

a) No claim that would fall within the scope of the proposed insurance has been made against any person or entity proposed for this insurance (including without limitation any claim against any such person or entity for any employment practice, as described in the proposed insurance, or any complaint against any such person or entity before the Equal Employment Opportunity Commission or any similar state or local authority), except as follows (include loss payment and defense costs):

Of none, check here: "None."

b) No person or entity proposed for this insurance is aware of any fact, circumstance or situation (including without limitation any suspected or threatened claim against any such person or entity for any employment practice, as described in the proposed insurance, or any suspected or threatened complaint against any such person or entity before the Equal Employment Opportunity Commission or any similar state or local authority) which might afford grounds for any claim that would fall within the scope of the proposed insurance, except as follows:

Of none, check here: "None."

Without prejudice to any other rights and remedies of the underwriter, any claims arising from any claims, facts, circumstances, or situations required to be disclosed in response to Question 5. a) and b) is excluded from the proposed insurance.

Select your coverages:

D&O Liability Insurance Cost

\$775 with a \$1,000,000 limit of liability per library and a \$0 deductible.

\$1,250 with a \$2,000,000 limit of liability per library and a \$0 deductible.

Crime Insurance Cost

\$175 with a \$10,000 aggregate limit of liability per loss and a \$250 deductible per loss.

\$275 with a \$25,000 aggregate limit of liability per loss and a \$250 deductible per loss.

\$400 with a \$50,000 aggregate limit of liability per loss and a \$250 deductible per loss.



Get Covered

Think your library is immune to lawsuits? Think again. While the probability of losing a lawsuit may be low, the cost to defend a lawsuit will be high. It is a fact we live in an increasingly litigious society.

Library boards and directors conscientiously work to make good decisions about delivering library services to the State of Indiana. Despite the fact they support the community and meet its informational needs, many of these decision makers and their organizations unknowingly expose themselves to lawsuits and put their personal assets at risk. Many board members realize, in view of this financial exposure, that unless they are protected by directors and officers (D&O) liability insurance, they cannot afford to serve on a library board.

If a patron at a library slips on a loose carpet or trips over a book truck that is not properly stored, that injury would be covered by general liability insurance. General liability covers exposures like bodily injury and property damage the insured is legally obligated to pay. But D&O liability insurance covers the professional decisions made in the administration of a library.

This is an example for example:
A female employee who had been working for a non-profit organization for two years discovered that a male employee with no experience had just been hired to work in a similar position at a higher salary than hers. After a year, the male employee was promoted to a position over the female employee. The female employee confronted her supervisor about the situation and the supervisor declined to offer an explanation. The female employee brought a sex discrimination suit against the non-profit organization claiming she was next in line for a promotion based on seniority.

Whether or not the claim has merit, the board members must defend themselves. In 1996, the average cost to defend a D&O claim that was closed by litigation was \$140,000.*

With that in mind, Chubb Executive Risk has specifically designed a comprehensive D&O liability insurance policy to protect the directors, officers, trustees, employees, and volunteers of your organization. The policy also includes employment practices liability (EPL) coverage to help protect your organization from damages arising from claims of harassment, discrimination, and unfair hiring practices. This program provides protection for the decisions made every day concerning your library.

*According to the 1996/97 Mission Impact Nonprofit Organization Directors and Officers Liability Survey Report.

Close the Book on Lawsuits

- Examples of potentially covered lawsuits:
- Discrimination (age, race, sex, disability)
 - Wrongful termination
 - Acts beyond authority granted in bylaws
 - Failure to enforce bylaws
 - Violation of state and federal laws (Indiana, IRS, EEOC)
 - Suppression of First Amendment rights
 - Failure to properly manage financial affairs
- These examples represent just a few of the issues facing Indiana libraries. Even if charges like these are completely without merit, you still must defend yourself. The potential to incur significant legal defense costs alone means there's no simple way out when it comes to the threat of a lawsuit.

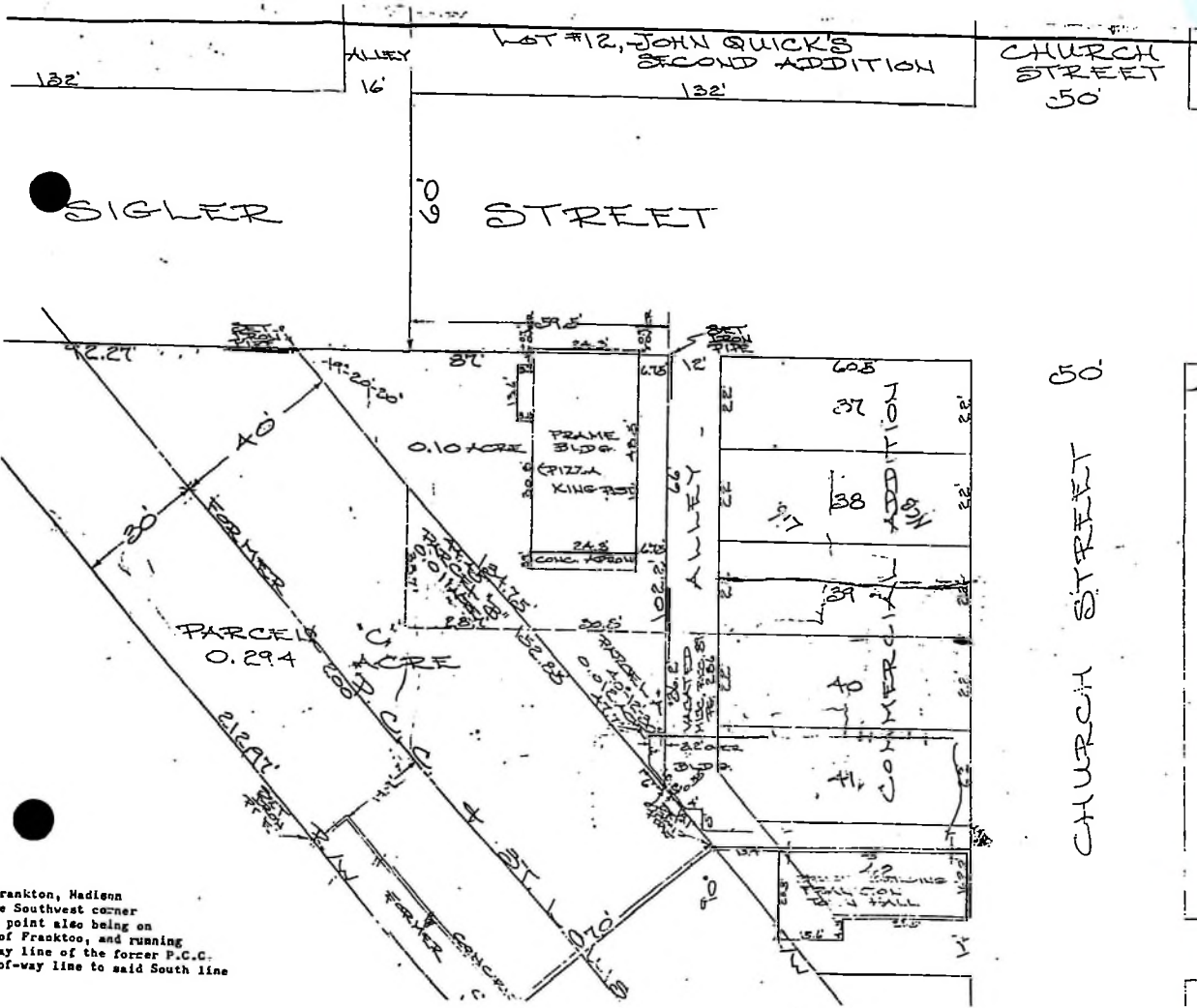
Chapter Highlights

- D&O Liability Insurance**
- Comprehensive directors and officers liability policy
 - Coverage costs include the limit of liability
 - Cost: \$775 to \$1,250 premium per applicant library
 - \$1,000,000 to \$2,000,000 aggregate limit of liability
 - No deductible

- Crime Insurance**
- No wait at organizations, the Indiana State Treasurer is not immune to employee dishonesty. Organizations are protected at a wide variety of crimes: theft, forgery, counterfeit, securities, investment theft, auto theft, fraud, burglary, wire fraud, or other property. Chubb Executive Risk offers a crime insurance product designed to protect and safeguard the assets of your organization from wrongful distribution, origin or alteration, and theft, disappearance, and destruction.
 - Cost: \$175 to \$400 premium per applicant library
 - \$10,000, \$25,000, or \$50,000 aggregate limit of liability per loss
 - \$250 deductible per loss

This is a general overview. Please read your policy carefully and contact your agent or broker with all questions.

Usual



2001 HOLIDAY CLOSURES

JANUARY 1, 2001	NEW YEAR'S DAY
FEBRUARY 19, 2001	PRESIDENT'S DAY
APRIL 13, 2001	GOOD FRIDAY/NOON
MAY 28, 2001	MEMORIAL DAY
JULY 4, 2001	INDEPENDENCE DAY
SEPTEMBER 3, 2001	LABOR DAY
OCTOBER 12, 2001	IN-SERVICE/NOON IN-SERVICE 1-5 P.M.
NOVEMBER 21, 2001	THANKSGIVING EVE 4 P.M. CLOSING
NOVEMBER 22, 2001	THANKSGIVING DAY
DECEMBER 24, 2001	CHRISTMAS EVE DAY
DECEMBER 25, 2001	CHRISTMAS DAY
DECEMBER 31, 2001	NEW YEAR'S EVE 4 P.M. CLOSING
JANUARY 1, 2002	NEW YEAR'S DAY

2001 HOLIDAY CLOSURES
EMPLOYEE REQUEST CONSIDERATIONS

JANUARY 1, 2001		NEW YEAR'S DAY
JANUARY 15, 2001	yes	IN-SERVICE/NOON IN-SERVICE 1-3 P.M.
(DIRECTOR REQUEST)		
FEBRUARY 19, 2001		PRESIDENT'S DAY
APRIL 13, 2001		GOOD FRIDAY/NOON
MAY 26, 2001	no	SATURDAY BEFORE MEMORIAL DAY
MAY 28, 2001		MEMORIAL DAY
JULY 4, 2001		INDEPENDENCE DAY
SEPTEMBER 1, 2001	no	SATURDAY BEFORE LABOR DAY
SEPTEMBER 3, 2001		LABOR DAY
OCTOBER 12, 2001	yes	IN-SERVICE/NOON IN-SERVICE 1-3 P.M.
(DIRECTOR REQUEST)		
NOVEMBER 21, 2001	yes	THANKSGIVING EVE NOON CLOSING
NOVEMBER 22, 2001		THANKSGIVING DAY
DECEMBER 24, 2001		CHRISTMAS EVE DAY
DECEMBER 25, 2001		CHRISTMAS DAY
DECEMBER 31, 2001	yes	NEW YEAR'S EVE NOON CLOSING
JANUARY 1, 2002		NEW YEAR'S DAY

Anderson Public closes at noon on Thanksgiving Eve and New Year's Eve. Alexandria-Monroe closes at 5:00 p.m. on Thanksgiving Eve. Pendleton Library closes on Thanksgiving Eve and is closed all day on New Year's Eve. Library closes at noon on Thanksgiving Eve and is closed on New Year's Eve.

2001 HOLIDAY CLOSURES

JANUARY 1, 2001	NEW YEAR'S DAY
JANUARY 15, 2001	IN-SERVICE 1-5 P.M. CLOSE AT NOON
FEBRUARY 19, 2001	PRESIDENT'S DAY
APRIL 13, 2001	GOOD FRIDAY CLOSE AT NOON
MAY 28, 2001	MEMORIAL DAY
JULY 4, 2001	INDEPENDENCE DAY
SEPTEMBER 3, 2001	LABOR DAY
OCTOBER 12, 2001	IN-SERVICE 1-5 P.M. CLOSE AT NOON
NOVEMBER 21, 2001	THANKSGIVING EVE CLOSE AT NOON
NOVEMBER 22, 2001	THANKSGIVING DAY
DECEMBER 24, 2001	CHRISTMAS EVE DAY
DECEMBER 25, 2001	CHRISTMAS DAY
DECEMBER 31, 2001	NEW YEAR'S EVE CLOSE AT NOON
JANUARY 1, 2002	NEW YEAR'S DAY

(NMCPLS Board approved 11/13/00)

NMCPLS MEETING ROOM POLICY

June, 1996

I. ACCESS:

A. The room designated as the "meeting room" in the North Madison County Public Library facilities may be reserved for use by educational, civic, cultural, and governmental entities.

B. All meetings shall be open and free of charge to any person residing in Pipecreek, Duck Creek, Boone, Van Buren and Lafayette townships.

C. Library functions take precedence over all other usage.

D. Children's groups are permitted use of the room provided they are supervised by one or more adult sponsors AT ALL TIMES.

E. When adults using meeting room facilities are accompanied by their children, those children should have adult supervision other than library personnel at all times.

II. RESTRICTIONS:

A. No more than 49 persons are to occupy the room at any given time.

B. This room is not available for any religious, political or partisan purposes, or for the benefit of private individual or commercial concerns.

C. Buying, selling, advertising, or trading of products or services is permitted on library property only in support of the library.

D. In fairness to the numerous groups in the community, the library will not accept reservations for a series of meetings which would designate the library as the regular meeting place for any organization. Reservations will be taken no more than 30 days in advance.

E. Smoking is prohibited.

F. Alcoholic beverages are prohibited.

G. The library director is authorized to deny permission for use of the library meeting room to any group that is disorderly or violates these regulations.

III. RESERVATIONS:

A. Reservations are made on a first come, first served basis (except as noted in II.-D.)

B. Groups should complete the attached Meeting Room Reservation Form, leaving it and their \$10 deposit, with staff at the front desk.

C. The library should be notified as soon as possible in the event a meeting is canceled by the group for which the room is reserved.

D. The library reserves the right to cancel reservations for the meeting room at any time. Every effort will be made to give as much notice as possible to the individual(s) listed on the reservation form.

IV. RESPONSIBILITIES:

A. The building is to be kept locked at all times after regular hours of operation. Therefore, when using the meeting room after the rest of the library is closed, the person signing this agreement will be held responsible for

1) getting a key for the exterior entrance not more than 24 hours prior to the meeting;

2) leaving the key(s) in the bookdrop upon vacating the facility; and

3) making sure all doors and windows are securely shut and locked upon vacating the facility.

B. The library assumes no liability for any loss or damage arising from the use of the meeting room by the applicant, affiliated group members and guests.

Proposal for Service

Proposal # I09080

Wednesday, October 25, 2000



Customer

NORTH MADISON COUNTY/ELWOOD PUBLIC
1600 MAIN STREET
ELWOOD, IN

Job Location

ELWOOD LIBRARY #
1600 MAIN ST.
ELWOOD, IN

Description

Re: ADD COOLI Model # N/A Serial # N/A

Edwards is pleased to submit the following proposal to install a 9,000 BTU ductless, split system in the server room at the above listed location. The price includes the 9,000 BTU, split system, all the electrical, all the plumbing, labor, startup, and a 1-year warranty.

Quoted Price \$6,502.35

Authorized Signature

David Howell

~ Edwards' Service Dept.

Acceptance of Proposal

Warranty Policy

Edwards Electrical Mechanical will cover all parts and labor for the work performed, as described on this proposal, for (90) days from the install date. Only the parts and materials listed on this proposal shall be covered.

New Equipment: Edwards Electrical Mechanical Inc. shall warrant all parts and labor on new equipment installed by EDWARDS for a period of one year from the date of startup.

Compressors: Edwards Electrical Mechanical Inc. shall warrant compressors per the manufacturers specifications. We shall warrant parts, misc. materiz and labor for a period of ninety days from the date of startup.

Please acknowledge acceptance of this proposal by signing and faxing to (317)543-3482. The above prices, specifications and conditions are satisfia and are hereby accepted. You are authorized to do the work as specified.

NOTE: This proposal may be withdrawn by Edwards Electrical Mechanical, Inc. if not accepted within (60) days

DATE ACCEPTED: _____ SIGNATURE: _____

PURCHASE ORDER _____ PRINTED NAME: _____

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	NOV 1999	NOV 2000	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	2833	3306	473	17%	34388
JUVENILE	2393	2408	15	1%	24413
Y. A.	122	160	38	31%	1803
PERIOD.	349	478	129	37%	5523
AUDIO	215	176	-39	-18%	2465
VIDEO	2037	1947	-90	-4%	22207
TOTAL	7949	8475	526	7%	90799
FRANKTON					
ADULT	1019	1124	105	10%	11024
JUVENILE	858	778	-80	-9%	7728
Y. A.	18	45	27	150%	420
PERIOD.	309	339	30	10%	3115
AUDIO	24	25	1	4%	379
VIDEO	834	809	-25	-3%	8931
TOTAL	3062	3120	58	2%	31597
HAZELBAKER					
ADULT	632	622	-10	-2%	7500
JUVENILE	523	560	37	7%	6555
Y. A.	30	30	0	0%	377
PERIOD.	153	114	-39	-25%	1515
AUDIO	23	41	18	78%	482
VIDEO	489	418	-71	-15%	5042
TOTAL	1850	1785	-65	-4%	21471
SYSTEM					
ADULT	4484	5052	568	13%	52912
JUVENILE	3774	3746	-28	-1%	38696
Y. A.	170	235	65	38%	2600
PERIOD.	811	931	120	15%	10153
AUDIO	262	242	-20	-8%	3326
VIDEO	3360	3174	-186	-6%	36180
TOTAL	12861	13380	519	4%	143867
ELWOOD					
TRAFFIC	8385	1883	855		
REF.	62	65	60		
ASSITS.	1793	486	256		
COMP A.	715	195	74		
J.	463	N/A	51		
PROG. A.	1 / 4	N/A	4/74		
J.	20 / 306	4/ 20	7/ 51		

Financial Report
North Madison County Public Library System

Report Dates = 11/1/00 to 11/30/00

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. Operating Fund						
100	\$313,755.82	\$59,576.33	\$735,467.35	\$17,695.85	\$600,689.94	\$178,978.41
105 Operating Fund Investment	\$0.00	\$0.00	\$125,000.00	\$0.00	\$125,000.00	\$0.00
Subtotal	\$313,755.82	\$59,576.33	\$860,467.35	\$17,695.85	\$725,689.94	\$178,978.41
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$92.00	\$0.00	\$812.00	\$72.00	\$864.00	\$144.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00
115 LIRF	\$33,130.80	\$0.00	\$25,000.00	\$0.00	\$0.00	\$8,130.80
120 Gift	\$12,168.58	\$130.75	\$5,373.12	\$102.50	\$5,213.48	\$12,008.94
130 Debt Service Fund	\$0.00	\$0.00	\$121,000.00	\$0.00	\$131,042.61	\$10,042.61
Subtotal	\$45,391.38	\$130.75	\$152,185.12	\$174.50	\$162,120.09	\$55,326.35
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$2,731.22	\$36,647.11	\$2,731.22	\$36,647.11	\$0.00
202 FICA	\$0.00	\$1,580.46	\$19,973.72	\$1,580.46	\$19,973.72	\$0.00
203 State Tax Withheld	\$0.00	\$869.86	\$10,956.41	\$869.86	\$10,956.41	\$0.00
204 County Taxes Withheld	\$0.00	\$244.10	\$2,914.23	\$244.10	\$2,914.23	\$0.00
205 PERF	(\$65.52)	\$0.00	\$5,807.31	\$477.52	\$6,864.29	\$991.46
206 Credit Union	\$0.00	\$999.49	\$15,646.09	\$999.49	\$15,646.09	\$0.00
207 Annuity	\$0.00	\$390.00	\$4,680.00	\$390.00	\$4,680.00	\$0.00
208 Insurance	\$0.00	\$577.16	\$8,161.17	\$577.16	\$8,161.17	\$0.00
209 Medicare	\$0.00	\$369.60	\$4,671.43	\$369.60	\$4,671.43	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	(\$65.52)	\$7,761.89	\$109,457.47	\$8,239.41	\$110,514.45	\$991.46
Grand Total	\$359,081.68	\$67,468.97	\$1,122,109.94	\$26,109.76	\$998,324.48	\$235,296.22

Approved by the State Board Of Accounts for North Madison County Public Library System on 11/98.

Appropriation Report for 100

North Madison County Public Library System

Report Date: From 11/1/00 To 11/30/00

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$35,015.00	(\$19,500.00)	\$15,515.00	\$0.00	\$15,050.27	\$464.73	97.0
1.12 Salary of Assistants	\$332,281.00	\$0.00	\$332,281.00	\$24,180.32	\$290,913.29	\$41,367.71	87.6
1.13 Wages of Janitor	\$16,962.00	\$0.00	\$16,962.00	\$1,310.94	\$16,194.85	\$767.15	95.5
1.14 Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,126.02	\$373.98	75.1
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$25,742.00	\$0.00	\$25,742.00	\$1,950.06	\$24,645.15	\$1,096.85	95.7
1.18 Emp Cont PERF	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$17,426.84	\$12,573.16	58.1
1.19 Emp Cont Group Ins	\$8,000.00	\$0.00	\$8,000.00	\$673.35	\$7,716.81	\$283.19	96.5
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$449,800.00	(\$19,500.00)	\$430,300.00	\$28,114.67	\$373,073.23	\$57,226.77	86.7
<i>2. Supplies</i>							
2.1 Office Supplies	\$8,000.00	\$0.00	\$8,000.00	\$1,278.07	\$7,586.78	\$413.22	94.8
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$0.00	\$86.00	\$664.00	11.5
2.13 Other Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.21 Cleaning & Sanitation Supplies	\$2,500.00	\$0.00	\$2,500.00	\$141.59	\$1,957.08	\$542.92	78.3
2.22 Other Operating Supplies	\$6,000.00	\$0.00	\$6,000.00	\$550.50	\$5,126.66	\$873.34	85.4
2.23 Fuel, Oil and Lubricants	\$50.00	\$0.00	\$50.00	\$1.67	\$50.83	(\$0.83)	101.7
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$555.07	(\$55.07)	111.0
2.25 Paint and painting supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$43.00	\$457.00	8.6

<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</i>
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$3,223.58	(\$2,223.58)	322.4
2.27 Other Repair & mainten.supplies	\$1,500.00	\$0.00	\$1,500.00	\$89.10	\$1,784.76	(\$284.76)	119.0
2.3 Other Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.31 Book Processing	\$6,000.00	\$0.00	\$6,000.00	\$592.12	\$3,836.39	\$2,163.61	63.9
2.32 Automation	\$15,000.00	\$0.00	\$15,000.00	\$53.00	\$12,263.50	\$2,736.50	81.8
Subtotal	\$41,800.00		\$41,800.00	\$2,706.05	\$36,513.65	\$5,286.35	87.4
2. Supplies							
2.11 Official Records	\$1,650.00	\$0.00	\$1,650.00	\$0.00	\$670.86	\$979.14	40.7
Subtotal	\$1,650.00		\$1,650.00	\$0.00	\$670.86	\$979.14	40.7
3. Other Services and Charge							
3.1 Professional Services	\$15,000.00	\$0.00	\$15,000.00	\$616.21	\$16,257.86	(\$1,257.86)	108.4
3.11 Consulting Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$145.00	\$4,855.00	2.9
3.12 Legal Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$339.00	\$4,661.00	6.8
3.13 Other Professional Services	\$0.00	\$19,500.00	\$19,500.00	\$2,692.30	\$15,480.73	\$4,019.27	79.4
3.14 Engineering & Architects	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.21 Telephone & Telegraph	\$10,000.00	\$0.00	\$10,000.00	\$692.46	\$7,435.88	\$2,564.12	74.4
3.22 Postage & UPS	\$2,500.00	\$0.00	\$2,500.00	\$70.15	\$1,982.96	\$517.04	79.3
3.23 Traveling Expense	\$2,400.00	\$0.00	\$2,400.00	\$189.22	\$1,745.02	\$654.98	72.7
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$21.33	\$920.14	\$2,079.86	30.7
3.26 Elwood Children's Programing	\$1,000.00	\$0.00	\$1,000.00	\$18.32	\$609.07	\$390.93	60.9
3.27 Elwood Adult Programing	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$785.57	\$1,214.43	39.3
3.28 Frankton Programing	\$1,000.00	\$0.00	\$1,000.00	\$13.55	\$653.00	\$347.00	65.3
3.29 Summitville Programing	\$700.00	\$0.00	\$700.00	\$69.19	\$568.07	\$131.93	81.2
3.3 Title Source	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	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</i>
3.31 Advertising & Public Notices	\$250.00	\$0.00	\$250.00	\$41.00	\$389.52	(\$139.52)	155.8
3.32 Printing, other than Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.4 Insurance	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$6,977.00	\$23.00	99.7
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$0.00	\$308.00	\$42.00	88.0
3.51 Gas	\$6,000.00	\$0.00	\$6,000.00	\$272.60	\$3,738.94	\$2,261.06	62.3
3.52 Electricity	\$22,000.00	\$0.00	\$22,000.00	\$1,568.20	\$19,621.08	\$2,378.92	89.2
3.53 Water	\$2,400.00	\$0.00	\$2,400.00	\$131.44	\$1,948.49	\$451.51	81.2
3.54 Waste Disposal Services	\$250.00	\$0.00	\$250.00	\$54.00	\$479.25	(\$229.25)	191.7
3.61 Bldg. & Structure/Maint.	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$100.00	\$900.00	10.0
3.62 Equipment/Maint.	\$4,000.00	\$0.00	\$4,000.00	\$1,789.25	\$2,269.46	\$1,730.54	56.7
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.72 Equipment/Rental	\$3,000.00	\$0.00	\$3,000.00	\$25.00	\$697.00	\$2,303.00	23.2
3.8 Dues	\$700.00	\$0.00	\$700.00	\$0.00	\$731.23	(\$31.23)	104.5
3.81 Taxes	\$800.00	\$0.00	\$800.00	\$0.00	\$100.00	\$700.00	12.5
3.9 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
Subtotal	\$101,350.00	\$19,500.00	\$120,850.00	\$8,264.22	\$85,282.27	\$35,567.73	70.6

4. Capitol Outlays

4.1 Land Buildings Improvements	\$500.00	\$0.00	\$500.00	\$0.00	\$161.50	\$338.50	32.3
4.2 Furniture & Equipment	\$2,500.00	\$10,000.00	\$12,500.00	\$458.86	\$14,724.53	(\$2,224.53)	117.8
4.21 Technology Equipment	\$2,050.00	\$0.00	\$2,050.00	\$0.00	\$1,672.85	\$377.15	81.6
4.31 Elwood Adult	\$35,000.00	\$0.00	\$35,000.00	\$5,114.43	\$26,992.64	\$8,007.36	77.1
4.32 Elwood Childrens	\$12,500.00	\$0.00	\$12,500.00	\$2,981.94	\$12,355.10	\$144.90	98.8
4.33 Elwood YA	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,810.36	\$189.64	90.5
4.34 Frankton	\$23,000.00	\$0.00	\$23,000.00	\$3,843.11	\$18,795.44	\$4,204.56	81.7

<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</i>
4.35 Summerville	\$12,743.00	\$236.76	\$12,979.76	\$1,335.24	\$11,792.79	\$1,186.97	90.9
4.38 Elwood Indiana Room	\$4,000.00	\$0.00	\$4,000.00	\$491.40	\$3,722.72	\$277.28	93.1
4.4 Elwood Period. & News.	\$4,425.00	\$0.00	\$4,425.00	\$2,793.19	\$3,843.41	\$581.59	86.9
4.41 Frankton Per. & Newsp.	\$2,400.00	\$0.00	\$2,400.00	\$1,382.87	\$1,536.47	\$863.53	64.0
4.42 Summerville Period. & Newsp.	\$1,250.00	\$0.00	\$1,250.00	\$967.29	\$1,443.45	(\$193.45)	115.5
4.51 Elwood AV	\$8,000.00	\$0.00	\$8,000.00	\$800.62	\$7,061.80	\$938.10	88.3
4.52 Frankton AV	\$4,480.00	\$0.00	\$4,480.00	\$95.97	\$4,477.61	\$2.39	99.9
4.53 Summerville AV	\$2,600.00	\$0.00	\$2,600.00	\$213.48	\$2,431.41	\$168.59	93.5
4.54 Technology Software	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,726.70	\$273.30	86.3
Subtotal	\$119,448.00	\$10,236.76	\$129,684.76	\$20,478.40	\$114,548.88	\$15,135.88	88.3
Grand Total	\$714,048.00	\$10,236.76	\$724,284.76	\$59,563.34	\$610,088.89	\$114,195.87	84.2

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Receipt Listing

North Madison County Public Library System

Report Date: From 11/1/00 To 11/30/00

Receipt #	Date	Name	Explanation	Bank	Total
526	11/8/00	PAYROLL		1	\$4,170.66
527	11/7/00	HUNTINGTON BANK	OCTOBER INTEREST	2	\$24.66
528	11/7/00	STAR FINANCIAL BANK	OCTOBER INTEREST	1	\$260.09
529	11/9/00	COMMUNITY BANK	OCTOBER INTEREST	3	\$19.15
530	11/22/00	PAYROLL		1	\$4,068.75
531	11/1/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3079	1	\$68.80
532	11/1/00	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT # 3080	1	\$9.00
533	11/1/00	NATIONAL CITY BANK	FRANKTON RENT - RECEIPT # 3081	1	\$500.00
534	11/2/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3082	1	\$52.98
535	11/6/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3083	1	\$49.30
536	11/6/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3084	1	\$56.70
537	11/6/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3085	1	\$24.20
538	11/6/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3086	1	\$37.90
539	11/7/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3087	1	\$59.60
540	11/7/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 3088	1	\$101.80
541	11/7/00	TREASURER MADISON CO	COUNTY OPTION TAX (NOV DIST) - RECEIPT # 3089	1	\$14,883.19
542	11/8/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3090	1	\$69.10
543	11/8/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3091	1	\$80.25
544	11/9/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 3092	1	\$66.49
545	11/9/00	LORETTA DODD	FINES AND FEES - RECEIPT # 3093	1	\$64.51
546	11/10/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3094	1	\$50.55
547	11/13/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3095	1	\$34.60
548	11/13/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3096	1	\$22.20
549	11/14/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 3097	1	\$49.68
550	11/14/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3098	1	\$133.30
551	11/15/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3099	1	\$44.00
552	11/15/00	BARBARA McADAMS	FINES AND FEES - RECEIPT #3100	1	\$55.30
553	11/16/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3101	1	\$24.00
554	11/17/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3102	1	\$42.50
555	11/17/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3103	1	\$65.40
556	11/17/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3104	1	\$85.40
557	11/17/00	BARBARA KIDOW SPECIAL	DONATION IN MEMORY OF LOIS MELLING - RECEIPT # 3105	1	\$50.00
558	11/20/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3106	1	\$22.60

Receipt #	Date	Name	Explanation	Bank	Total
559	11/20/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3107	1	\$37.24
560	11/20/00	JERRY KAISER	DONATION FOR CHRISTMAS DECORATIONS - RECEIPT # 3108	1	\$50.00
561	11/21/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 3109	1	\$138.72
562	11/21/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3110	1	\$30.70
563	11/21/00	CAROLYN LAMBERTSON	FINES AND FEES - RECEIPT # 3111	1	\$70.60
564	11/21/00	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT # 3112	1	\$4.50
565	11/22/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT #3113	1	\$23.80
566	11/24/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3114	1	\$43.30
567	11/24/00	FAMILY CHRISTIAN STORE	REFUND RETURNED BOOK - RECEIPT # 3115	1	\$1.19
568	11/27/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3116	1	\$31.65
569	11/27/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3117	1	\$30.35
570	11/27/00	SHARON FOUTS	FINES AND FEES - RECEIPT # 3118	1	\$38.20
571	11/28/00	NANCY MURRAY	FINES AND FEES - RECEIPT # 3119	1	\$40.48
572	11/28/00	BARBARA McADAMS	FINES AND FEES - RECEIPT # 3120	1	\$76.99
573	11/29/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3121	1	\$117.70
574	11/30/00	EMILY DAVIDSON	FINES AND FEES - RECEIPT # 3122	1	\$27.68

Total All Receipts

\$26,109.76

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

November 2000
 North Madison County Public Library System
 Report Date: 11/1/00 To: 11/30/00

Warrant Number	Check Number	Name of Claimant	Date	Description	Total
	76	AVAYA	11/13/00	AVAYA	\$12,092.33
	77	EDUC	11/13/00	PRE ENDING 11/4/00	\$3,377.01
	78	INDIAN DEPRESSED COMPEN	11/13/00	PRE ENDING 11/4/00	\$108.00
	79	MADISON COUNTY FEDERAL	11/13/00	PRE ENDING 11/4/00 INCLUDES REV. AUSTIN'S SALARY OF \$1348.16	\$1,044.80
	79	CAROLYN LAMBERTSON	11/13/00	PETTY CASH REIMBURSEMENT	\$31.78
	79	CITY WATER & SEWAGE DEP	11/13/00	BILLING DATE 10/25/00	\$131.44
	79	POSTMASTER	11/13/00	STAMPS FOR SUMMITVILLE	\$16.50
	79	SHARON FOUTS	11/13/00	PETTY CASH REIMBURSEMENT	\$36.73
	79	AT&T	11/13/00	SUMMITVILLE BILL DATE 10/21 FRANKTON BILL DATE 10/22	\$36.77
	79	AMBER BLOOD	11/13/00	MILEAGE TO CONFERENCE	\$33.32
	79	ANDREW HARPER	11/13/00	MOWING FOR SEPTEMBER, 2000 - FRANKTON	\$40.00
	79	ALDIO VISUAL COMMUNICATI	11/13/00	SERVICE AGREEMENT FOR NOVEMBER, 2000	\$119.00
	79	AVAYA COMMUNICATION	11/13/00	STATEMENT # 2707289429 WAS LUCENT TECHNOLOGIES	\$137.64
	79	BARBARA MCADAMS	11/13/00	PETTY CASH REIMBURSEMENT	\$60.77
	79	BARBARA SNEPES	11/13/00	MILEAGE FOR OCTOBER, 2000	\$50.62
	79	BEVERLY AUSTIN	11/13/00	MILEAGE	\$105.28
	79	BON PRINTING	11/13/00	INVOICE # 556	\$41.75
	79	CARROLL PUBLISHING COMP	11/13/00	RENEW SUBSCRIPTION	\$300.00
	79	CHAPMAN ELECTRIC SUPPLY	11/13/00	INVOICE # 128323	\$89.10
	79	CINTAS CORPORATION	11/13/00	INVOICE # 716450816, 716458099	\$67.47
	79	COMMUNITY HOLDINGS OF IN	11/13/00	26 WEEKS SUBSCRIPTION TO ANDERSON HERALD FRANKTON	\$78.00
	79	COVEY INC.	11/13/00	INVOICE # 2384, 2395	\$265.30
	79	EDC EDUCATIONAL SERVICE	11/13/00	INVOICE # 905031, 911683	\$1,437.49
	79	ELWOOD CALL LEADER	11/13/00	CLASSIFIED AD	\$41.00
	79	ESSENTIAL PUBLISHING, INC.	11/13/00	INVOICE # 1059	\$34.95
	79	FAMILY CHRISTIAN STORES	11/13/00	TRANSACTION # 3222	\$294.76
	79	FOX TV & APPLIANCE, INC.	11/13/00	CLEAN VCR	\$20.00
	79	GALE GROUP	11/13/00	INVOICE # 10313589, 10331805, 10337414	\$602.81
	79	GARETH STEVENS	11/13/00	INVOICE # SO338045	\$113.70
	79	GAYLORD BROS.	11/13/00	INVOICE # OH65945009	\$85.79
	79	GENEALOGY.COM	11/13/00	INVOICE # G-5179, G-5411	\$427.90
	79	GROLIER EDUCATIONAL	11/13/00	INVOICE # 10502365, 10499384	\$946.58
	79	HEARTLAND AG-BUSINESS G	11/13/00	INVOICE # S20001009-30	\$19.95
	79	HEINEMANN LIBRARY	11/13/00	INVOICE # 567431	\$477.11
	79	HERITAGE BOOKS, INC	11/13/00	INVOICE # 200915526	\$63.50
	79	HOME HEALTH EDUCATION S	11/13/00	FAMILY MEDICAL GUIDE MEDICINAL PLANTS	\$461.16

Warrant Number	Check Number	Name of Claimant	Date	Description	Total
19491	84	WORLD ALMANAC / ANNUAL	11/13/00	2001 TASTE OF HOME ANNUAL RECIPES	\$22.90
19494	84	BAKER & TAYLOR	11/13/00	VARIOUS INVOICES	\$6,354.57
19495	84	FILIP, INC.	11/14/00	INVOICE # 96450	\$53.90
19496	84	SUPERIOR LAMP AND SUPPL	11/14/00	INVOICE # S1782893-01	\$211.83
19497	84	UPBEAT, INC.	11/14/00	INVOICE # 00365259 SHIPPING FOR BENCH - NORTH ENTRANCE - ELW	\$62.00
19498	84	AMERICAN ELECTRIC POWER	11/14/00	SERVICE FOR SUMMITVILLE	\$385.46
19499	84	AMERITECH	11/14/00	ACCOUNT # 765 536-2335 452 9	\$260.96
19500	84	AT&T	11/14/00	BILL DATE 11/3/00 FOR SUMMITVILLE	\$58.87
19502	84	INDIANA GAS COMPANY	11/14/00	SERVICE PERIOD 10/10-11/9/00	\$228.68
19503	84	CARTER ELECTRIC CO. INC O	11/14/00	LABOR ON 11/13/00 5 BALLEST 2 EXIT LIGHTS	\$1,769.25
19504	84	PAYROLL	11/22/00	PAYROLL	\$12,498.93
19505	84	EFTPS	11/22/00	P/R ENDING 11/18/00	\$3,253.73

<i>Disburse Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
19543	845	INDIANA DEPARTMENT OF TO	11/22/00	PURCHORDR 11/10/00	\$1,113.96
19542	846	INDIANA DEFERRED COMPEN	11/22/00	PURCHORDR 11/10/00	\$125.00
19541	847	CITY OF ELWOOD NON REVE	11/22/00	P40 MURM DUB 11/20/00	\$1,222.61
19544	848	MADISON COUNTY FEDERAL	11/22/00	PURCHORDR 11/22/00	\$1,500.00
19540	849	AMERICAN ELECTRIC POWER	11/22/00	SERVICE PERIOD 10/12/00 - 11/10/00	\$1,182.74
19545	850	ROBERT BACH	11/22/00	SANTA CLAUS DEC. 9, 2000	245.00
19546	851	DELTA THETA TAU SORORITY	11/22/00	FOUR POINSETTIAS	321.00
Total Amount of Claims					\$67,468.97

Bank Balances

North Madison County Public Library System

Report as of: 11/30/00

Bank

1	Star Financial Bank	\$205,337.54
2	Huntington Bank	\$18,329.23
3	Community Bank/Summitville	\$11,629.45
Total all banks =		\$235,296.22

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Hours of Operation:

Elwood Public Library:

1600 Main St., Elwood

Phone: 765-552-5001

Fax: 765-552-0955

Mon. - Thurs. 9am-8pm

Friday 9am-6pm

Saturday 9am-4pm

Frankton Public Library:

111 E. Sigler St., Frankton

Phone: 765-754-7116

Fax: 765-754-3312

Mon. - Thurs. 9am-7pm

Friday 9am-5pm

Saturday 9am-1pm

Ralph E. Hazelbaker Library:

1013 W. Church St., Summitville

Phone: 765-536-2335

Fax: 765-536-9050

Mon.- Thurs. 9am-7pm

Friday 9am-5pm

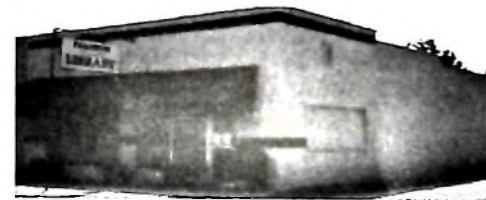
Saturday 9am-1pm



*Patron Information
And
Library Services*



Elwood



Frankton



Summitville

*Welcome to the
North Madison
County Library
System!*

Discovering the Past...

What started as an idea by the townspeople in 1898, turned into the Elwood Public Library. With a generous donation from Andrew Carnegie in the amount of \$30,000, a new center of knowledge was rising at the corner of North A and 16th Sts.

Dedication of new building took place on June 1, 1904. The Carnegie library building still stands today as a testament of foresight and strength of our city.

In 1986, the Elwood Public Library became the main branch of the North Madison County Public Library System. The new system would cover 5 townships in northern Madison County and branches would grow in the cities of Frankton and Summitville.

Townships included in the system would be Pipecreek, Lafayette, Duck Creek, Boone and Van Buren.

Learning the Present...

Library Policies:

To obtain a library card, a borrower must show 2 pieces of identification showing current address. This library card may be used throughout our library system; Elwood, Frankton & Summitville. There is no cost for patrons living within the 5 townships.

Items for circulation are:

Books	2 weeks
Books-on-tape	2 weeks
Magazines	3 days
Videos	2 days

Other services available:

Photocopying	\$.10 per side
Computer copies	.20 per page
Transparencies	.35 per page
Laminating	.50 minimum
Fax: To send—	\$1.00 first page
	\$.20 additional page
To receive—	\$.20 per page

Genealogists will be interested in the extensive collection in the "Indiana Room".

Area groups and organizations may reserve the "Meeting Room" at Elwood or Summitville.

Preparing for the Future...

Children's collections are available at all three locations. In addition, "Story-time" programming is scheduled at the libraries. The Elwood library also has a Young Adult room for the teenage patrons.

Computers for all ages are located at the three libraries with classes available. Microsoft Office 2000, Encarta Encyclopedia, Corel Draw, Publisher, and many age designed games are just a few of the free programs available to the public.

Internet access is available on the public computers for all ages. For those patrons under age 18, a parent or legal guardian must complete the internet-access form before a child can use the internet.

The staff is always ready to answer any questions you might have.

The world is at your fingertips and only a few blocks from home.