

AGENDA

January 10, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

BOARD OF FINANCE MEETING

4:30 PM

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

1. Elect President & Secretary of Board of Finance
2. Investment Policy and register distributed & reviewed
3. Resolution for depositories
4. Motion for newspapers as official notification
5. Motion for regular meeting date and time
6. Motion for regular meetings at the branches

ADJOURNMENT

BOARD OF FINANCE
ANNUAL MEETING
Elwood Public Library
January 10, 2022
4:30 p.m.

CALL TO ORDER

President Glenn Eddleman called the annual board of finance meeting to order on January 10, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Larry Watson, Kathy Small, Mary Kiplinger, Kenny Giselbach, Lisa Hobbs, and Beverly Austin. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

BUSINESS

Elect President and Secretary of Board of Finance

Beverly Austin made a motion to elect the current President of the North Madison County Public Library Board of Trustees, Glenn Eddleman, as President and current Secretary, Kathy Small, as Secretary of the Board of Finance. Larry Watson made a second and the motion carried.

Investment Policy and register distributed and reviewed

The investment policy was reviewed. There were no changes. The 2021 financial report was distributed and reviewed. The library has a cash balance of \$1,266,926.46 and tax revenue of \$1,195,352.32 for the operating fund.

Motion for Depositories

Kathy Small made a motion to keep Star Financial Bank of Elwood and First Farmer's Bank and Trust of Elwood as the library's depositories. Larry Watson made a second and the motion carried.

Motion for newspapers as official notification

Kathy Small made a motion to use the Elwood Call Leader and the Anderson Herald Bulletin as official notifications. Beverly Austin made a second and the motion carried.

Motion for regular meeting date and time

Kathy Small made a motion to hold the library board meetings on the second Monday of each month beginning at 4:30 p.m. Beverly Austin made a second and the motion carried.

Motion for regular meetings at the branches

Beverly Austin made a motion to hold the April meeting at the Ralph E. Hazelbaker Library and the November meeting at the Frankton Community Library. Lisa Hobbs seconded and the motion carried.

Glenn Eddleman adjourned the meeting by consent.

Kathy Small, Secretary
Kathy Small, Secretary

Beverly Austin

Kenny Gierhan

Glenn Eddleman

Lisa A. Holbr

Larry Watson

2021 FINANCIAL REPORT

Bank

Star Financial Bank

Beginning Balance		\$	856,324.10
Receipts	\$		1,443,684.63
Expenditures	\$		1,300,448.73
Ending Balance		\$	999,560.00

Type of Account

Business Now Checking
Annual Percentage Yield .01%

Star Financial Bank (2)

Beginning Balance		\$	63,413.33
Receipts	\$		28.61
Ending Balance		\$	63,441.94

Preferred Liquidity Commercial
Annual Percentage Yield .04%

First Farmers Bank & Trust

Beginning Balance		\$	203,428.94
Receipts	\$		235.58
Ending Balance		\$	203,664.52

Personal Investor Account
Annual Percentage Yield .06%

Petty Cash

Beginning Balance		\$	260.00
Ending Balance		\$	260.00

Total all Banks

Beginning Balance		\$	1,123,426.37
Receipts	\$		1,443,948.82
Expenditures	\$		1,300,448.73
Ending Balance		\$	1,266,926.46

Tax Revenue Received in 2021

Operating Fund

Property Tax 6/25/21	\$	515,081.71
Property Tax 12/20/21	\$	305,548.22
Total Property Tax	\$	820,629.93
Local Income Tax	\$	289,673.00
Financial Institution Tax	\$	6,383.80
License Excise Tax	\$	70,968.59
Commercial Vehicle Tax	\$	7,697.00
Total Tax Revenue	\$	1,195,352.32

Resolution to Choose a Depository Designated by Local Board of Finance

WHEREAS, in accordance with IC 36-1-2-6, the Board of Trustees of the North Madison County Public Library is the fiscal body of said library; and

WHEREAS, in accordance with IC 5-13-7-5, the fiscal body of the library is the library's Board of Finance; and

WHEREAS, in accordance with IC 5-13-8-9, the Board of Finance is responsible for designating the depository or depositories into which funds belonging to the library will be deposited; and

WHEREAS, IC 5-13-8-1 authorizes the library to deposit public funds in a depository or depositories that:

- (1) are eligible to receive state funds (see list of depositories <http://www.in.gov/tos/deposit/2377.htm>); and
- (2) have a principal office or branch that qualifies under IC 5-13-8-9 to receive public funds of the political subdivision.

NOW THEREFORE BE IT RESOLVED that the library may deposit public funds in the following depository or depositories:

Star Financial Bank of Elwood

First Farmer's Bank of Elwood

BE IT FURTHER RESOLVED, that public funds pursuant to this resolution will be handled in accordance with the requirements of IC 5-13-5, IC 5-13-6, IC 5-13-9, and any other law applicable to the handling of public funds by a political subdivision.

DULY ADOPTED by the Board of Trustees of the North Madison County Public Library at its regular meeting held on the 10 day of January, 2022, at which meeting a quorum was present.

NAY

AYE

Kathleen Small

Mary E. Kyllinger

Beverly J. Austin

Dennis Edleman

Lorraine A. Watson

Kerry Hillier

Lisa A. Habel

ATTEST:

Kathleen Small

Secretary

Agenda

January 10, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting

Immediately Following the Board of Finance Meeting

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Summitville Library Site Design
2. Elwood Paintings Appraisal

New Business

1. 2021 Annual Report
2. Measures During High Transmission

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Elwood Public Library
January 10, 2022
Immediately following Board of Finance meeting

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on January 10, 2022 immediately following the Board of Finance meeting.

CALL FOR QUORUM

Present were members Glenn Eddleman, Beverly Austin, Mary Kiplinger, Lisa Hobbs, Kathy Small, Larry Watson, and Kenny Giselbach. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

Beverly Austin made a motion to approve the consent agenda. Kathy Small seconded and the motion carried. Treasurer Mary Kiplinger signed checks.

OLD BUSINESS

Summitville Library Site Design

We will be receiving a prospectus on the two chosen designs this Wednesday.

Elwood Painting Appraisal

Scott Keller has agreed to appraise all artwork over \$5000.00 at the library for a price of \$940.00.

Agenda item added

Ongoing Repairs at Frankton & Summitville

The guttering at Frankton and Summitville has not been repaired. Also the brick work at Frankton has not been completed. We are in a holding pattern due to weather.

NEW BUSINESS

2021 Annual Report

We are gathering statistics for last year for the Annual Report. One item not counted in the report are the number of craft kits handed out. Approximately three thousand five hundred craft kits were assembled and given to patrons to complete, following the video instructions done by Barbara Lawrence.

Measures During High Transmissions

Director Scott would like the authority to limit meeting room use, postpone programming and reinstate mask mandates during times of high transmission of Covid-19. Lisa Hobbs moved to grant Director Scott that authority. Beverly Austin seconded and the motion carried.

Directors Report

We have received payment from Elwood Community Development Corporation for their portion of repairs and maintenance on the Wendell Willkie arch. Trustee Lisa Hobbs certificate is renewed for four years. Because we are a member of the ISL consortium, we received a technology grant for \$14,425.85 to help pay our internet costs.

Adjournment

President Eddleman adjourned the meeting by consent.

Beverly Austin
Denn Eddleman
Larry Watson

Kathy Small, Secretary
Kathy Small, Secretary
Kenny Gillman
Lisa Hobbs

Register Of Claims

North Madison County Public Library System

Report Date: From 01/01/22 To 01/10/22

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	20	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	01/05/22	PAYROLL
			Operating Fund	Salary of Assistants	\$26,629.53		
			Operating Fund	Wages of Janitor	\$1,071.20		
			Total this claim =		<u>\$30,375.13</u>		
0	2	CARDMEMBER SERVICE	Operating Fund	Summitville Period. & Newsp.	(\$10.00)	01/05/22	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$18.84		
			Operating Fund	Elwood Adult Programing	\$18.84		
			Operating Fund	Summitville Programing	\$75.00		
Total this claim =		<u>\$102.68</u>					
0	3	CENTERPOINT ENERGY	Operating Fund	Gas	\$180.32	01/05/22	Service for Summitville, Frankton, & Elwood
			Operating Fund	Gas	\$251.24		
			Operating Fund	Gas	\$874.88		
Total this claim =		<u>\$1,306.44</u>					
0	7	LIBERTY MUTUAL INSURANCE	Operating Fund	Insurance	\$2,949.00	01/05/22	Terrorism Risk/Workers Comp Renewal
Total this claim =		<u>\$2,949.00</u>					
0	12	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$2,875.65	01/05/22	PERF Deposit
			PERF	Empl.Share FICA&Medicare	\$770.28		
Total this claim =		<u>\$3,645.93</u>					
0	13	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,880.03	01/05/22	Federal Tax Deposit
			Operating Fund	Empl.Share FICA&Medicare	\$439.70		
			Federal Tax Withheld	Empl.Share FICA&Medicare	\$4,243.25		
			FICA	Empl.Share FICA&Medicare	\$1,880.03		
			Medicare	Empl.Share FICA&Medicare	\$439.70		
Total this claim =		<u>\$8,882.71</u>					
0	17	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$266.00	01/05/22	Payroll ending 1/1/22
Total this claim =		<u>\$266.00</u>					

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	18	GREAT-WEST RETIREMENT S	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	01/05/22	IN Def Comp Emp Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		
0	19	INDIANA DEPARTMENT OF W	Operating Fund	Employee Benefits	\$34.47	01/05/22	4th Qtr SUTA
				Total this claim =	<u>\$34.47</u>		
0	29	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$18.02	01/10/22	Service for Summitville
			Operating Fund	Electricity	\$487.58		
				Total this claim =	<u>\$505.60</u>		
33245	1	A-1 CONCRETE LEVELING	Operating Fund	Professional Services	\$675.00	01/05/22	Leveling sidewalk @ north corner & bike rack-Frankton library
				Total this claim =	<u>\$675.00</u>		
33246	5	COMPLETE MASONRY SERVIC	Operating Fund	Professional Services	\$2,820.00	01/05/22	Clean brick & stone of Old High School Arch. Cost shared equally between ECDC, ERC, ECSC and NMCPLS
			Gift	Professional Services	\$2,820.00		
			Gift	Professional Services	\$2,820.00		
			Gift	Professional Services	\$2,820.00		
				Total this claim =	<u>\$11,280.00</u>		
33247	6	HERALD BULLETIN, THE	Operating Fund	Elwood Period. & News.	\$356.99	01/05/22	1 yearpaper subscription and digital subscription
				Total this claim =	<u>\$356.99</u>		
33248	8	MADISON COUNTY COUNCIL	Operating Fund	Professional Services	\$500.00	01/05/22	Preliminary plans for Hazelbaker patio
				Total this claim =	<u>\$500.00</u>		
33249	9	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$82.29	01/05/22	Programing supplies-Summitville
				Total this claim =	<u>\$82.29</u>		
33250	10	ROSE PEST SOLUTIONS	Operating Fund	Professional Services	\$95.00	01/05/22	Pest control-Elwood, Frankton, Summitville
			Operating Fund	Professional Services	\$95.00		
			Operating Fund	Professional Services	\$95.00		
				Total this claim =	<u>\$285.00</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>
33251	11	TOWN OF FRANKTON	Operating Fund	Electricity	\$256.84	01/05/22	Service for Frankton
			Operating Fund	Water	\$26.70		
			Operating Fund	Waste Disposal Services	\$21.03		
				Total this claim =	<u>\$304.57</u>		
33252	14	FRONTIER	Operating Fund	Telephone & Telegraph	\$215.43	01/05/22	Service for Frankton
				Total this claim =	<u>\$215.43</u>		
33253	15	AT&T	Operating Fund	Telephone & Telegraph	\$197.62	01/05/22	Service for Elwood
				Total this claim =	<u>\$197.62</u>		
33254	16	RYAN BURRIS	Operating Fund	Traveling Expense	\$117.04	01/05/22	Mileage 266 miles @ \$.44 = \$117.04
				Total this claim =	<u>\$117.04</u>		
33255	4	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$152.26	01/05/22	Service for Elwood
			Operating Fund	Waste Disposal Services	\$210.72		
				Total this claim =	<u>\$362.98</u>		
33256	37	AT&T	Operating Fund	Telephone & Telegraph	\$84.07	01/10/22	Service for Summitville
				Total this claim =	<u>\$84.07</u>		
33257	21	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$534.00	01/10/22	Qtrly suppor for Time Clock, Accounting & Payroll- Jan - March
				Total this claim =	<u>\$534.00</u>		
33259	23	CHUBB	Operating Fund	Insurance	\$1,168.00	01/10/22	Policy renewal-Directors & Officers \$680.00 Policy renewal-Employment \$488.00
				Total this claim =	<u>\$1,168.00</u>		
33260	24	DEMCO	Operating Fund	Furniture & Equipment	\$283.26	01/10/22	As per attached invoices.
			Operating Fund	Furniture & Equipment	\$283.26		
			Operating Fund	Book Processing	\$265.21		
				Total this claim =	<u>\$831.73</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>
33261	36	DOLLAR GENERAL-REGIONS 4	Operating Fund	Summitville Programing	\$5.95	01/10/22	cleaning supplies-Elwood: Program supplies-Summitville
			Operating Fund	Cleaning & Sanitation Supplies	\$20.25		
				Total this claim =	\$26.20		
33262	25	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$545.00	01/10/22	Qtrly Wet/Dry Sprinkler System Inspection
				Total this claim =	\$545.00		
33263	26	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$275.77	01/10/22	Internet and VoIP
			St Technology Fund Gra	Telephone & Telegraph	\$1,377.92		
				Total this claim =	\$1,653.69		
33264	27	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$68.35	01/10/22	4th Qtr Evergreen
				Total this claim =	\$68.35		
33265	28	INDIANA STATE LIBRARY FOU	Operating Fund	Evergreen Membership	\$5,570.24	01/10/22	Tier 7 Evergreen membership
				Total this claim =	\$5,570.24		
33266	30	MIDWEST TAPE	Operating Fund	Elwood AV	\$797.24	01/10/22	As per attached invoices.
			Operating Fund	Frankton AV	\$307.41		
			Operating Fund	Summitville AV	\$377.38		
			Operating Fund	Ebook Services	\$3,000.00		
				Total this claim =	\$4,482.03		
33267	31	OVERDRIVE, INC	Operating Fund	Ebook Services	\$3,000.00	01/10/22	Overdrive payment 10/21 through 10/22
				Total this claim =	\$3,000.00		
33268	35	POSTMASTER	Operating Fund	Postage & UPS	\$58.00	01/10/22	2 rolls stamps @ \$58 per roll
			Operating Fund	Postage & UPS	\$58.00		
				Total this claim =	\$116.00		
33269	39	RICOH USA, INC	Operating Fund	Office Supplies	\$156.51	01/10/22	Copies
				Total this claim =	\$156.51		

<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>
33270	32	SARAH FOX	Operating Fund	Summitville Programing	\$22.59	01/10/22	Petty Cash
			Operating Fund	Cleaning & Sanitation Supplies	\$8.72		
			Operating Fund	Postage & UPS	\$8.66		
			Total this claim =				
33271	38	STAPLES	Operating Fund	Office Supplies	\$6.60	01/10/22	Cleaning supplies, office supplies
			Operating Fund	Cleaning & Sanitation Supplies	\$97.35		
			Total this claim =				
33272	33	TOPS HOME CENTER	Operating Fund	Bldg. Matl. And Supplies	\$20.98	01/10/22	Building maintenance-Frankton
Total this claim =			\$20.98				
33273	34	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$1,329.00	01/10/22	As per attached invoices.
			Operating Fund	Professional Services	\$300.00		
			Operating Fund	Professional Services	\$559.08		
			Operating Fund	Professional Services	\$1,801.12		
			Operating Fund	Professional Services	\$958.00		
			Total this claim =				
33274	22	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,440.12	01/10/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$801.52		
			Operating Fund	Elwood YA	\$270.85		
			Operating Fund	Frankton	\$696.50		
			Operating Fund	Summitville	\$623.99		
			Total this claim =				

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
Total Amount of Claims					\$89,827.20		

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, 2022

Mary E. Kiplinger

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 January, 2022.

<i>Katherine Small</i>	<i>Laura Watson</i>	
<i>Beverly Austin</i>	<i>Kenny Mitchell</i>	
<i>Dennis Edleman</i>	<i>Lisa A. Noble</i>	

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Register Of Claims

North Madison County Public Library System

Report Date: From 12/14/21 To 12/31/21

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
	700	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$0.00	12/22/21	Service for Summitville- Paid by Credit Card
				Total this claim =	<u>\$0.00</u>		
0	708	UNITED HEALTHCARE	Insurance Operating Fund	Payroll Deductions Emp Cont Group Ins	\$789.88 \$7,837.87	12/22/21	Emp health insurance Jan 1-Jan 31
				Total this claim =	<u>\$8,627.75</u>		
0	707	AFLAC	AFLAC	Payroll Deductions	\$331.32	12/22/21	December Withholdings
				Total this claim =	<u>\$331.32</u>		
0	706	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,596.80 \$18,508.02 \$1,040.00	12/22/21	PAYROLL
				Total this claim =	<u>\$22,144.82</u>		
0	705	GREAT-WEST RETIREMENT S	Operating Fund	Emp Cont IN Def Comp Matching	\$186.64	12/22/21	IN Def Comp Empl Matching Plan- Robertson
				Total this claim =	<u>\$186.64</u>		
0	704	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$266.00	12/22/21	Payroll Ending 12/18/21
				Total this claim =	<u>\$266.00</u>		
0	709	INDIANA DEPARTMENT OF RE	State Tax Withheld County Tax Withheld	Payroll Deductions Payroll Deductions	\$1,726.53 \$719.99	12/22/21	December Withholdings
				Total this claim =	<u>\$2,446.52</u>		
0	696	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Empl.Share FICA&Medicare Emp Cont PERF	\$529.25 \$1,975.94	12/22/21	PERF Deposit
				Total this claim =	<u>\$2,505.19</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>
0	697	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$2,166.38	12/22/21	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,369.77		
			Medicare	Empl.Share FICA&Medicare	\$320.34		
			Operating Fund	Empl.Share FICA&Medicare	\$1,369.77		
			Operating Fund	Empl.Share FICA&Medicare	\$320.34		
				Total this claim =	<u>\$5,546.60</u>		
33237	694	INDIANA NEWSPAPERS, INC.	Operating Fund	Elwood Period. & News.	\$888.80	12/22/21	1 yr subscription to Indpls Star-Elwood
				Total this claim =	<u>\$888.80</u>		
33238	695	REDBEARD CUSTOM PICTURE	Operating Fund	Professional Services	\$300.00	12/22/21	Custom Framing of McQuitty Arches
				Total this claim =	<u>\$300.00</u>		
33239	698	RICOH USA, INC	Operating Fund	Office Supplies	\$33.55	12/22/21	Copies for Summitville & Frankton
			Operating Fund	Office Supplies	\$100.85		
				Total this claim =	<u>\$134.40</u>		
33240	702	STACEY JONES	Operating Fund	Frankton Programing	\$25.00	12/22/21	Reimbursement for Frankton Christmas Tree Festival
				Total this claim =	<u>\$25.00</u>		
33241	701	STACEY JONES	Operating Fund	Frankton Programing	\$48.07	12/22/21	Petty Cash
				Total this claim =	<u>\$48.07</u>		
33243	699	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$113.35	12/22/21	Copier Lease Elwood
				Total this claim =	<u>\$113.35</u>		
33244	703	SARAH FOX	Operating Fund	Summitville Programing	\$25.00	12/22/21	Petty Cash
				Total this claim =	<u>\$25.00</u>		

Warrant Claim
Number Number Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims

\$43,589.46

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.

Monday, January 10, 2022

Mary E. Kiplinger
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 January, 2022.

Kristen Ince
Beverly Austin
Eileen Eddleman

Laura a Watson
Kerry Miller
Jim A. Heble

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

By-laws
North Madison County Public Library System

Article 1 Identification

- Section 1 The Elwood Public Library, Frankton Community Library and the Ralph E. Hazelbaker Library are a system of libraries identified as the North Madison County Public Library System.
- Section 2 The North Madison County Public Library System is a legally established public library and municipal corporation under Indiana law. It is a class 1 library organized under IC 36-12.
- Section 3 The library system's boundaries include Pipe Creek, Duck Creek, Boone, Lafayette and Van Buren townships in northern Madison County.
- Section 4 The library board of trustees that govern this library system is identified as the North Madison County Public Library System Board of Trustees from this point forward known as the NMCPLS Board of Trustees.

Article II Authority and purpose

- Section 1 The NMCPLS Board of Trustees is responsible for governance and policy.
- Section 2 The purpose of the NMCPLS Board of Trustees, with advice and recommendations of the library director, is to adopt the following:
- Job Descriptions for all Employees
 - Wage Scale
 - Proposed Library Budget
 - Library Policies

Article III Personnel

- Section 1 All employees of the North Madison County Public Library System are governed by the library's personnel policy.

Article IV Membership

- Section 1 In accordance with the provisions of IC 36-12, the NMCPLS Board of Trustees 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 36-12)

- 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 36-12.
- Section 7 Each member will attend one (1) training session per calendar year.

Article V 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.
- Section 4 In the absence of the secretary, a secretary pro tem will be elected to serve during that particular meeting.

Article VI 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 any two board members, 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
Consent Agenda
Approval of minutes
Approval of claims and checks
Personnel
Old business
New business
Director's report
Public comment
Adjourn

Section 5 Robert's Rules of Order, latest revised edition, shall govern the parliamentary procedure of the board.

Section 6 Board meeting minutes, agendas and any additional information pertinent to each board meeting will be posted on the library's wiki. Each board member will be given instructions on how to gain access to this wiki. A board member may request for these materials to be mailed to his/her home address. Meeting notices and agendas will continue to be posted in accordance with the Open Door Law, IC 5-14-1.5. Board meeting minutes will also be available according to the NMCPLS Access to Public Records policy.

Article VII 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 VIII Indemnification

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

Article IX Conflict of Interest and Nepotism

Section 1 Each member will avoid conflicts of interest as defined in IC 35-44.1-1-4 between the interests of the North Madison County Public Library System on one hand, and personal, professional, and business interests on the other.

Section 2 Each member will refrain from nepotism. Relatives of library board members are ineligible for employment with the library. Add: (See IC 36-1-20.2-8 for definition of relatives and Personnel Policy – Position Vacancies)

Article X 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. In accordance with the Indiana Public Library Standards, these by-laws will be reviewed once every three years. Amendments will be submitted with the Annual State Report to the Indiana State Library.

Adopted 09/09/1998

Revised 03/22/2000

Revised 04/08/2009

Revised 07/12/2010

Revised 05/09/2011

Revised 09/10/2012

Revised 05/13/2013

Revised 10/13/2014 Date Signed 02/16/2015

Revised 1/8/2018

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

Lisa Nichols

Kenny Gibson

Lawrence Watson

Denn Eddleman

Beverly Austin

Jackie Small

Mary E Kiplinger

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Adopted 09/09/1998

Reviewed December 13, 2021 Signed January 10, 2022

Revised 03/22/2000

Revised 04/08/2009

Revised 07/12/2010

Revised 05/09/2011

Revised 09/10/2012

Revised 05/13/2013

Revised 10/13/2014 Date Signed 02/16/2015

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Measures During Times of Increased Community Transmission

To prevent the spread of COVID-19 and reduce community spread as recommended by federal and state authorities, the Director is authorized to implement measures to ensure the safety, health, and well-being of our patrons and staff when the Indiana State Health Department Covid-19 Dashboard and Map report Madison County with all the following statistics:

1. 7-day positivity rate 15% or greater.
2. Weekly cases per 100,000 residents at 200 or more new cases.
3. Positivity is increasing.

The measures may include limiting meeting room use for patrons and library programs and requiring masks. The Director will consult with managers before any changes are finalized.

* * * Communication Result Report (Jan. 6. 2022 3:10PM) * * *

1)
2}

Date/Time: Jan. 6. 2022 3:08PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4289 Memory TX	Summitville FAX	P. 2	OK	

Reason for error

E. 1) Hang up or line fail
 E. 3) No answer
 E. 5) Exceeded max. E-mail size

E. 2) Busy
 E. 4) No facsimile connection
 E. 6) Destination does not support IP-Fax

AGENDA

January 10, 2022

North Madison County Public Library System
 Board of Trustees

Elwood Public Library

BOARD OF FINANCE MEETING

4:30 PM

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

1. Elect President & Secretary of Board of Finance
2. Investment Policy and register distributed & reviewed
3. Resolution for depositories
4. Motion for newspapers as official notification
5. Motion for regular meeting date and time
6. Motion for regular meetings at the branches

ADJOURNMENT

* * * Communication Result Report (Jan. 6. 2022 3:10PM) * * *

1)
2)

Date/Time: Jan. 6. 2022 3:07PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4288 Memory TX	Frankton FAX	P. 2	OK	

Reason for error

E. 1) Hang up or line fail

E. 3) No answer

E. 5) Exceeded max. E-mail size

E. 2) Busy

E. 4) No facsimile connection

E. 6) Destination does not support IP-Fax

AGENDA

January 10, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

BOARD OF FINANCE MEETING

4:30 PM

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

1. Elect President & Secretary of Board of Finance
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3. Resolution for depositories
4. Motion for newspapers as official notification
5. Motion for regular meeting date and time
6. Motion for regular meetings at the branches

ADJOURNMENT

* * * Communication Result Report (Jan. 6. 2022 3:09PM) * * *

1)
2}

(Date/Time: Jan. 6. 2022 3:07PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
4287	Memory TX	Herald-Bulletin	P. 2	OK	

Reason for error

- | | |
|---------------------------------|---|
| E. 1) Hang up or line fail | E. 2) Busy |
| E. 3) No answer | E. 4) No facsimile connection |
| E. 5) Exceeded max. E-mail size | E. 6) Destination does not support IP-Fax |

AGENDA

January 10, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

BOARD OF FINANCE MEETING

4:30 PM

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

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2. Investment Policy and register distributed & reviewed
3. Resolution for depositories
4. Motion for newspapers as official notification
5. Motion for regular meeting date and time
6. Motion for regular meetings at the branches

ADJOURNMENT

Please Publish

Date/Time: Jan. 6. 2022 3:07PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
4286	Memory TX	call leader	P. 1	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 3) No answer
- E. 5) Exceeded max. E-mail size

- E. 2) Busy
- E. 4) No facsimile connection
- E. 6) Destination does not support IP-Fax

AGENDA

January 10, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

BOARD OF FINANCE MEETING

4:30 PM

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

1. Elect President & Secretary of Board of Finance
2. Investment Policy and register distributed & reviewed
3. Resolution for depositories
4. Motion for newspapers as official notification
5. Motion for regular meeting date and time
6. Motion for regular meetings at the branches

ADJOURNMENT

Please Publish

Date/Time: Jan. 6. 2022 3:06PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4285 Memory TX	call leader	P. 1	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 2) Busy
- E. 3) No answer
- E. 4) No facsimile connection
- E. 5) Exceeded max. E-mail size
- E. 6) Destination does not support IP-Fax

Agenda

January 10, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting

Immediately Following the Board of Finance Meeting

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Summitville Library Site Design
 - 2. Elwood Paintings Appraisal
- New Business
 - 1. 2021 Annual Report
 - 2. Measures During High Transmission
- Director's Report
- Public Comment
- Adjournment

Please Publish

Agenda

February 14, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Summitville Library Site Design

New Business

1. 2022 – 2027 Long Range Plan
2. Non-Resident Fee
3. Assistant Treasurer – Bank Account Signature Cards

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Elwood Public Library
Regular Meeting
February 14, 2022
4:30 PM

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on February 14, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Beverly Austin, Mary Kiplinger, Kathy Small, Larry Watson and Kenny Giselbach, and Lisa Hobbs. Also in attendance were Director Jamie Scott and IT Manager Mike Robertson.

CONSENT AGENDA

Beverly Austin made a motion to approve the consent agenda. A second was made by Kathy Small and the motion carried. The members signed the minutes and claims register. Treasurer Mary Kiplinger signed checks.

OLD BUSINESS

Summitville Library Site Design

Director Scott presented Concept A and Concept C for the patio area at the Hazelbaker Library. Beverly Austin made a motion to proceed with Concept A. Mary Kiplinger seconded and the motion carried.

NEW BUSINESS

2022-2027 Long Range Plan

The new Long Range Plan was presented by Director Scott and reviewed by the Trustees. Kathy Small moved to approve the Long Range Plan as written. Lisa Hobbs seconded and the motion carried.

Non-Resident Fee

The Resolution to Establish Non-Resident Fees at \$60 per year was read. Kathy Small, Secretary, made a motion to accept the resolution as read. Larry Watson made a second and the motion carried.

Assistant Treasurer-Bank Account Signature Cards

Assistant Treasurer Kenny Giselbach needs is to be added to the signature cards for all bank accounts. Lisa Hobbs moved that Kenny Giselbach, Assistant Treasurer be added to the signature cards for NMCPLS Business Now and PREF Liquidity Commercial accounts at Star Financial Bank and the Public Fund-Personal Investor Account at First Farmers Bank & Trust. Kenny Giselbach seconded and the motion carried.

Directors Report

We received an email from SBOA about hiring an external company to audit 2020. We then received an email from an Illinois company asking for things that were uploaded to SBOA. Director Scott contacted the county to see if this audit was connected to the county as we are now a component unit of the county. And it is. We were then contacted by the SBOA and they were starting an audit for 2018 and 2019. SBOA conducted their audit last week and are planning the exit interview for this coming Thursday. We have not heard anything else from the Illinois company for the 2020 audit. The art appraiser has not visited us yet. There have not been any updates from Perfection on the new chiller equipment. With the Covid positivity rate putting the county in red, the Managers elected to continue to wear masks.

Public Comment

There was no public comment.

Adjournment

President Eddleman adjourned the meeting by consent.

Kathy Small, Secretary
Kathy Small, Secretary

<u>Mary E Kipling</u>	<u>Laura Watson</u>
<u>Beverly Austin</u>	<u>Kenny Gresham</u>
<u>Glenn Eddleman</u>	<u>Lisa A Hobbs</u>

Register Of Claims

North Madison County Public Library System

Report Date: From 01/01/22 To 01/31/22

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	43	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,707.22	01/19/22	Service for Elwood
				Total this claim =	\$1,707.22		
0	72	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.50	01/31/22	January Service Charge
				Total this claim =	\$10.50		
0	12	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$2,875.65	01/05/22	PERF Deposit
			PERF	Empl.Share FICA&Medicare	\$770.28		
				Total this claim =	\$3,645.93		
0	13	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,880.03	01/05/22	Federal Tax Deposit
			Operating Fund	Empl.Share FICA&Medicare	\$439.70		
			Federal Tax Withheld	Empl.Share FICA&Medicare	\$4,243.25		
			FICA	Empl.Share FICA&Medicare	\$1,880.03		
			Medicare	Empl.Share FICA&Medicare	\$439.70		
				Total this claim =	\$8,882.71		
0	20	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	01/05/22	PAYROLL
			Operating Fund	Salary of Assistants	\$26,629.53		
			Operating Fund	Wages of Janitor	\$1,071.20		
				Total this claim =	\$30,375.13		
0	19	INDIANA DEPARTMENT OF W	Operating Fund	Employee Benefits	\$34.47	01/05/22	4th Qtr SUTA
				Total this claim =	\$34.47		
0	18	GREAT-WEST RETIREMENT S	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	01/05/22	IN Def Comp Emp Matching Plan-Robertson
				Total this claim =	\$201.42		
0	17	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$266.00	01/05/22	Payroll ending 1/1/22
				Total this claim =	\$266.00		

<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	3	CENTERPOINT ENERGY	Operating Fund	Gas	\$180.32	01/05/22	Service for Summitville, Frankton, & Elwood
			Operating Fund	Gas	\$251.24		
			Operating Fund	Gas	\$874.88		
				Total this claim =	<u>\$1,306.44</u>		
0	29	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$18.02	01/10/22	Service for Summitville
			Operating Fund	Electricity	\$487.58		
				Total this claim =	<u>\$505.60</u>		
0	42	SYNCB/AMAZON	Operating Fund	Elwood AV	\$313.42	01/19/22	As per attached invoices.
			Operating Fund	Frankton AV	\$210.58		
			Operating Fund	Summitville AV	\$201.62		
			Operating Fund	Elwood Children's Programing	\$3.99		
			Operating Fund	Furniture & Equipment	\$217.24		
			Operating Fund	Frankton	\$15.99		
			Operating Fund	Technology Equipment	\$97.43		
			Operating Fund	Elwood Adult	\$35.66		
				Total this claim =	<u>\$1,095.93</u>		
0	7	LIBERTY MUTUAL INSURANCE	Operating Fund	Insurance	\$2,949.00	01/05/22	Terrorism Risk/Workers Comp Renewal
				Total this claim =	<u>\$2,949.00</u>		
0	44	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$1,847.76	01/19/22	PERF Deposit - Credit due to overpayment on previous payment 1/5/22. Murray severence payout
			Operating Fund	Emp Cont PERF	(\$616.45)		
			PERF	Empl.Share FICA&Medicare	\$494.95		
				Total this claim =	<u>\$1,726.26</u>		
0	45	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,298.28	01/19/22	Federal Tax Deposit
			Operating Fund	Empl.Share FICA&Medicare	\$303.65		
			Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,989.00		
			FICA	Empl.Share FICA&Medicare	\$1,298.28		
			Medicare	Empl.Share FICA&Medicare	\$303.65		
				Total this claim =	<u>\$5,192.86</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	2	CARDMEMBER SERVICE	Operating Fund	Summitville Period. & Newsp.	(\$10.00)	01/05/22	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$18.84		
			Operating Fund	Elwood Adult Programing	\$18.84		
			Operating Fund	Summitville Programing	\$75.00		
				Total this claim =	<u>\$102.68</u>		
0	47	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$266.00	01/19/22	Payroll ending 1/15/22
				Total this claim =	<u>\$266.00</u>		
0	48	GREAT-WEST RETIREMENT S	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	01/19/22	IN Def Comp Emp Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		
0	49	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,964.98	01/19/22	Payroll Withholdings for January 2022
			County Tax Withheld	Payroll Deductions	\$848.20		
				Total this claim =	<u>\$2,813.18</u>		
0	50	UNITED HEALTHCARE	Operating Fund	Emp Cont Group Ins	\$7,837.87	01/19/22	Emp Health Insurance 2/1-2/28
			Insurance	Payroll Deductions	\$789.88		
				Total this claim =	<u>\$8,627.75</u>		
0	51	PURCHASE POWER	Operating Fund	Postage & UPS	\$61.29	01/19/22	Postage
				Total this claim =	<u>\$61.29</u>		
0	52	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	01/19/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,230.08		
			Operating Fund	Wages of Janitor	\$1,071.20		
				Total this claim =	<u>\$20,975.68</u>		
0	53	AFLAC	AFLAC	Payroll Deductions	\$272.79	01/19/22	January Withholdings
				Total this claim =	<u>\$272.79</u>		
0	41	PITNEY BOWES GLOBAL FINA	Operating Fund	Equipment/Rental	\$151.56	01/19/22	Postage meter lease
				Total this claim =	<u>\$151.56</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>
33245	1	A-1 CONCRETE LEVELING	Operating Fund	Professional Services	\$675.00	01/05/22	Leveling sidewalk @ north corner & bike rack-Frankton library
Total this claim =					<u>\$675.00</u>		
33246	5	COMPLETE MASONRY SERVIC	Operating Fund	Professional Services	\$2,820.00	01/05/22	Clean brick & stone of Old High School Arch. Cost shared equally between ECDC, ERC, ECSC and NMCPLS
			Gift	Professional Services	\$2,820.00		
			Gift	Professional Services	\$2,820.00		
			Gift	Professional Services	\$2,820.00		
Total this claim =					<u>\$11,280.00</u>		
33247	6	HERALD BULLETIN, THE	Operating Fund	Elwood Period. & News.	\$356.99	01/05/22	1 yearpaper subscription and digital subscription
Total this claim =					<u>\$356.99</u>		
33248	8	MADISON COUNTY COUNCIL	Operating Fund	Professional Services	\$500.00	01/05/22	Preliminary plans for Hazelbaker patio
Total this claim =					<u>\$500.00</u>		
33249	9	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$82.29	01/05/22	Programing supplies-Summitville
Total this claim =					<u>\$82.29</u>		
33250	10	ROSE PEST SOLUTIONS	Operating Fund	Professional Services	\$95.00	01/05/22	Pest control-Elwood, Frankton, Summitville
			Operating Fund	Professional Services	\$95.00		
			Operating Fund	Professional Services	\$95.00		
Total this claim =					<u>\$285.00</u>		
33251	11	TOWN OF FRANKTON	Operating Fund	Electricity	\$256.84	01/05/22	Service for Frankton
			Operating Fund	Water	\$26.70		
			Operating Fund	Waste Disposal Services	\$21.03		
Total this claim =					<u>\$304.57</u>		
33252	14	FRONTIER	Operating Fund	Telephone & Telegraph	\$215.43	01/05/22	Service for Frankton
Total this claim =					<u>\$215.43</u>		
33253	15	AT&T	Operating Fund	Telephone & Telegraph	\$197.62	01/05/22	Service for Elwood
Total this claim =					<u>\$197.62</u>		

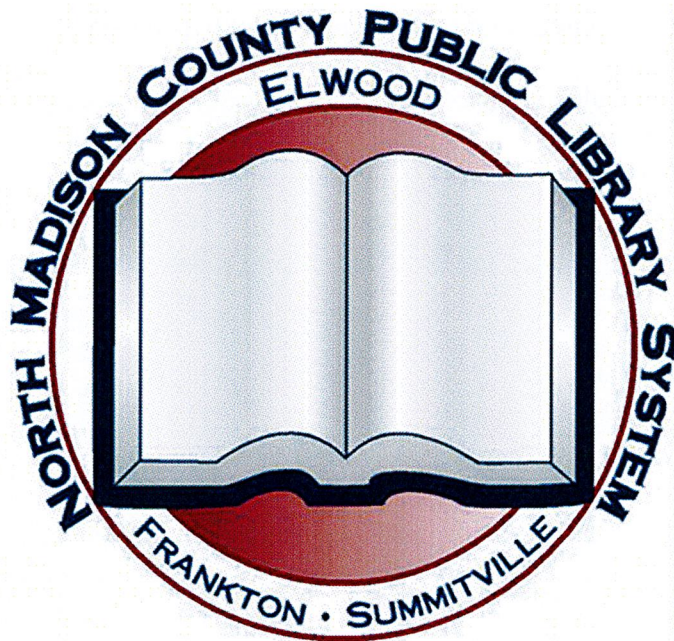
<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
33254	16	RYAN BURRIS	Operating Fund	Traveling Expense	\$117.04	01/05/22	Mileage 266 miles @ \$.44 = \$117.04
				Total this claim =	<u>\$117.04</u>		
33255	4	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$152.26	01/05/22	Service for Elwood
			Operating Fund	Waste Disposal Services	\$210.72		
				Total this claim =	<u>\$362.98</u>		
33256	37	AT&T	Operating Fund	Telephone & Telegraph	\$84.07	01/10/22	Service for Summitville
				Total this claim =	<u>\$84.07</u>		
33257	21	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$534.00	01/10/22	Qtrly suppor for Time Clock, Accounting & Payroll- Jan - March
				Total this claim =	<u>\$534.00</u>		
33259	23	CHUBB	Operating Fund	Insurance	\$1,168.00	01/10/22	Policy renewal-Directors & Officers \$680.00 Policy renewal-Employment \$488.00
				Total this claim =	<u>\$1,168.00</u>		
33260	24	DEMCO	Operating Fund	Furniture & Equipment	\$283.26	01/10/22	As per attached invoices.
			Operating Fund	Furniture & Equipment	\$283.26		
			Operating Fund	Book Processing	\$265.21		
				Total this claim =	<u>\$831.73</u>		
33261	36	DOLLAR GENERAL-REGIONS 4	Operating Fund	Summitville Programing	\$5.95	01/10/22	cleaning supplies-Elwood: Program
			Operating Fund	Cleaning & Sanitation Supplies	\$20.25		supplies-Summitville
				Total this claim =	<u>\$26.20</u>		
33262	25	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$545.00	01/10/22	Qtrly Wet/Dry Sprinkler System Inspection
				Total this claim =	<u>\$545.00</u>		
33263	26	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$275.77	01/10/22	Internet and VoIP
			St Technology Fund Gra	Telephone & Telegraph	\$1,377.92		
				Total this claim =	<u>\$1,653.69</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>
33264	27	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$68.35	01/10/22	4th Qtr Evergreen
				Total this claim =	<u>\$68.35</u>		
33265	28	INDIANA STATE LIBRARY FOU	Operating Fund	Evergreen Membership	\$5,570.24	01/10/22	Tier 7 Evergreen membership
				Total this claim =	<u>\$5,570.24</u>		
33266	30	MIDWEST TAPE	Operating Fund	Elwood AV	\$797.24	01/10/22	As per attached invoices.
			Operating Fund	Frankton AV	\$307.41		
			Operating Fund	Summitville AV	\$377.38		
			Operating Fund	Ebook Services	\$3,000.00		
				Total this claim =	<u>\$4,482.03</u>		
33267	31	OVERDRIVE, INC	Operating Fund	Ebook Services	\$3,000.00	01/10/22	Overdrive payment 10/21 through 10/22
				Total this claim =	<u>\$3,000.00</u>		
33268	35	POSTMASTER	Operating Fund	Postage & UPS	\$58.00	01/10/22	2 rolls stamps @ \$58 per roll
			Operating Fund	Postage & UPS	\$58.00		
				Total this claim =	<u>\$116.00</u>		
33269	39	RICOH USA, INC	Operating Fund	Office Supplies	\$156.51	01/10/22	Copies
				Total this claim =	<u>\$156.51</u>		
33270	32	SARAH FOX	Operating Fund	Summitville Programing	\$22.59	01/10/22	Petty Cash
			Operating Fund	Cleaning & Sanitation Supplies	\$8.72		
			Operating Fund	Postage & UPS	\$8.66		
				Total this claim =	<u>\$39.97</u>		
33271	38	STAPLES	Operating Fund	Office Supplies	\$6.60	01/10/22	Cleaning supplies, office supplies
			Operating Fund	Cleaning & Sanitation Supplies	\$97.35		
				Total this claim =	<u>\$103.95</u>		
33272	33	TOPS HOME CENTER	Operating Fund	Bldg. Matl. And Supplies	\$20.98	01/10/22	Building maintenance-Frankton
				Total this claim =	<u>\$20.98</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>
33273	34	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$1,329.00	01/10/22	As per attached invoices.
			Operating Fund	Professional Services	\$300.00		
			Operating Fund	Professional Services	\$559.08		
			Operating Fund	Professional Services	\$1,801.12		
			Operating Fund	Professional Services	\$958.00		
Total this claim =					<u>\$4,947.20</u>		
33274	22	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,440.12	01/10/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$801.52		
			Operating Fund	Elwood YA	\$270.85		
			Operating Fund	Frankton	\$696.50		
			Operating Fund	Summitville	\$623.99		
Total this claim =					<u>\$3,832.98</u>		
33275	40	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$24.02	01/19/22	Service for Summitville
				Total this claim =			
33276	46	STACEY JONES	Operating Fund	Frankton Programing	\$31.62	01/19/22	Petty Cash- Programing \$31.62 Postage \$4.33
			Operating Fund	Postage & UPS	\$4.33		
Total this claim =					<u>\$35.95</u>		

**LONG RANGE PLAN
2022 - 2027**

**NORTH MADISON COUNTY
PUBLIC LIBRARY SYSTEM**



Adopted by the

NMCPLS Board of Trustees

February 14, 2022

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Our Vision: To provide accessible services, programs and materials that promote a community of creativity, exploration, curiosity and cultivate lifelong learning.

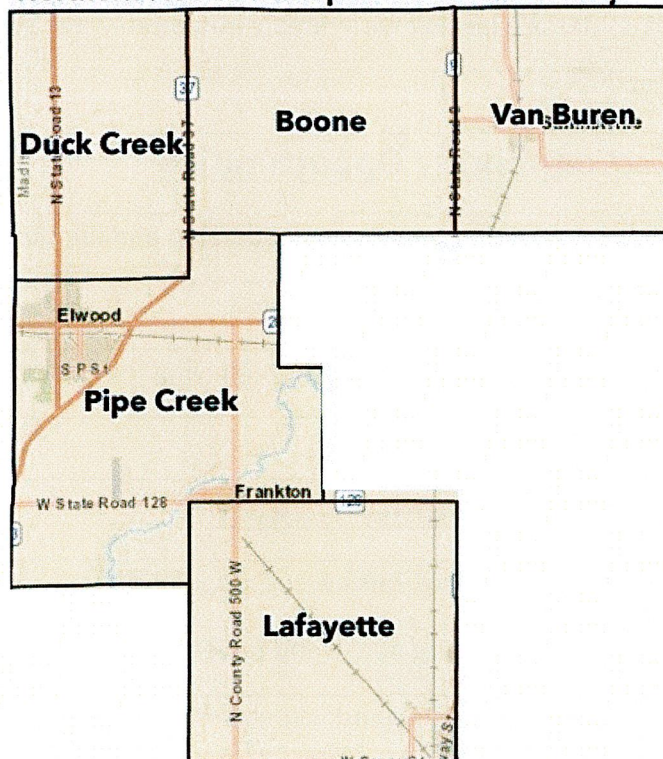
Our Mission: Get connected and stay connected to your community and the world through your library.

The North Madison County Public Library System consists of three facilities—each located in a separate community. The Elwood Public Library serves as the central facility and provides support to each of two branches—Frankton Community Library, and the Ralph E. Hazelbaker Library in Summitville.

While NMCPLS recognizes its primary responsibility to its own constituency, it is also committed to cooperative sharing of resources and services with other agencies for the mutual benefit of all. Residents of five townships are served by the system – Pipe Creek, Duck Creek, Boone, Van Buren, and Lafayette. In addition, NMCPLS supports the educational mission of the following public school districts: Elwood Community School Corporation, Frankton-Lapel Community Schools and Madison-Grant United School Corporation.

The Long Range Planning Committee first met in March of 2021. The committee consisted of management, clerks, and 2 library board members. The committee met several times during the year 2021. The first task of this committee was to interview members of our communities or offer them access to fill out the survey online. We asked members from our schools, city and town councils, attorneys, club members, chamber executive, church members, hospital, homeschool parents, and business owners. We had 75 responses to our survey.

Northern Five Townships of Madison County



The results of the survey emphasized our three communities' and library system's strengths, weaknesses, opportunities, and threats (SWOT). The Long Range Planning Committee also contributed to the Library's SWOT.

<u>Community Strengths</u>
All three of our communities are small towns with public services and a sense of community.
The distance from Indianapolis, Fishers, Noblesville is close enough to encourage families looking for the small town community to investigate moving to any of our three communities.
Our proximity to major highways provides access to the larger cities for commuting to work.

<u>Community Weaknesses</u>
Our communities lack new affordable housing to accommodate families wanting to move away from major cities.
Each community has a minimal number of leaders.
Lack of amenities - restaurants and shops
The prominent social issues are drug abuse, broken and low income homes, lack of parenting skills and teen pregnancy.
Employment opportunities are lacking with mostly minimum wage service jobs.

<u>Community Opportunities</u>
Build youth programs that encourage leadership and life skills.
Attract new businesses.
Improve infrastructure and housing by applying for grants.

<u>Community Threats</u>
Decrease in funding, businesses, population.
Increase in drug abuse and poverty.
Lack of leadership and volunteerism.

Library Strengths

Friendly, welcoming, and knowledgeable staff

Children's programming with emphasis on summer reading programs

Staff assistance with tasks on computers, cell phones and other electronic devices

Current online resources and services

Wi-Fi inside and outside of each library

Library Weaknesses

Meeting or gathering spaces for tutoring, studying and social service meetings

Decreased patron traffic due to:

- State, county and library Covid-19 restrictions
- Temporary reduction in the number of in-person programs due to increase county transmission of Covid-19
- Availability of online resources - databases, ebooks, eaudiobooks and digital magazines
- Lack of focused marketing especially to the local schools/parents
- Lack of partnerships with the local schools

Library Opportunities

Partnerships with the local schools

Marketing especially to the local schools/parents

Grants to improve indoor and outdoor programming spaces

Library Threats

Decreased patron traffic due to online resources - databases, ebooks, eaudiobooks and digital magazines

Lack of funding

<u>Community Needs</u>		
Employability	Leadership Skills	Drug and Alcohol Prevention
Cover Letter & Resume Assistance	Parenting Skills	Mental Health Assistance
Interview Techniques	Money Management	Stress Management
Oral and Written Communication Skills	Critical Thinking and Problem Solving	Small Private Meeting Spaces

Goal #1

Strengthen existing and develop new partnerships that will address community needs with mutually beneficial outcomes.

Objectives:

1. Continue to develop and support preschool, elementary, middle, and high school partnerships
 - a. Offer programs for school age children during:
 - i. Holidays and breaks using the current year school calendar
 - ii. After school hours, evenings, and Saturdays
 - b. Attend school programs/events to increase awareness of library services and programs and encourage library card sign-ups.
 - c. Work with the school library personnel to present information about library resources to students.
 - d. Encourage volunteering at the library through national honor societies, student councils, sports teams and any other clubs or activities.
 - e. Investigate with school principals in the middle of June becoming a part of the enrollment process.
 - i. Library cards or ecards for every student
2. Continue to develop current and new partnerships with community resources
 - a. Current Partnerships
 - i. Adult literacy tutor through the Madison County Literacy Coalition
 - ii. Strengthening Families Program through Intersect
 - iii. Offering programs and resources to local nursing homes - Summitville Convalescent Center and Elwood Health and Living
 - iv. Chamber of Commerce/Elwood Main Street Organization and other community organizations
 1. Parades
 2. Festivals

3. Elwood art exhibition during Elwood Glass Festival
4. Home Health and Garden Show
5. Chili Cook-Off
6. Community family events
- v. Elwood United Methodist Church - Kids in the Kitchen Program
 1. Kitchen and Dining Area
 2. Refrigerator/Stove
 3. Pots/pans and Utensils
 4. Church Volunteers
- vi. The Hidden in Plain Sight Trailer - Intersect
- vii. United Way – Thrive
- b. New Partnerships
 - i. Indiana Small Business Development Center and Elwood Chamber
 - ii. SCORE - Nonprofit Organization to mentor small businesses.
 - iii. Elwood John Hinds Career Center
 - iv. Indiana Department of Workforce Development
 - v. Anderson Museum of Art - Assist with Elwood art exhibition
 - vi. Aspire
 - vii. St. Vincent Mercy Hospital - Better Breathers program

Financial Resources and Sustainability

Two line items of the operating budget, salary of assistants and programming, are the funding sources to support partnerships. As we develop partnerships, we will assess whether these line items need to be increased especially in May and June of every year when the next year operating budget is being considered. We will also seek community support for these programs.

As far as sustainability, while developing and assessing the partnership, expectations will be defined for both parties. If these expectations can no longer be met on either side, the partnership will be dissolved.

Evaluation

Evaluation of each cooperative activity will be accomplished by meeting with the partner organization on a quarterly basis to assess current relationship and determine future goals.

Goal #2

Provide programs for children, young adult and adult patrons that address community needs, improve partnerships, and promote the library's vision and mission.

Objectives:

1. 2022 - Define current weaknesses and strengths of programming efforts in all facilities.
2. 2022- 2027 Develop and implement changes as needed to ensure successful programming for all ages.
3. 2022 - 2027 Follow Goal #1/Objective #1a - e for partnering with schools.
4. 2022- 2027 Each facility will offer programs for all ages (newborns to seniors) that meet their community's needs.
5. 2022 - 2027 Each year before summer reading, letters will be sent out to local businesses asking for programming support with a focus on big one time programs. At the end of summer reading thank you letters will be sent out to all donating businesses.
6. 2022 - 2023 Investigate and potentially implement a Book-a-librarian program - Patrons would be able to book 30 minutes of time with a staff member who is knowledgeable on one or more of the following topics.
 - i. Basic Computer Skills
 - ii. Internet Basics
 - iii. Resume Assistance
 - iv. Using the Library's Online Catalog
 - v. Using the Library's Online Resources
 - vi. Downloading and accessing ebooks, audiobooks and magazines
 - vii. Experience virtual reality
7. 2022 - Evaluate the job description of the outreach clerk. Investigate changes to assist with marketing library services and developing community partnerships.
8. 2022-2023 - Investigate hiring a marketing professional to assist with the latest marketing tools
9. 2023 - Implement changes to the position of outreach clerk.
10. Ongoing – Continue to support Homebound Delivery Service in Elwood.
11. Notary services at each facility.

Financial Resources and Sustainability

Three line items of the operating budget, salary of assistants, traveling expenses and programming, are the funding sources to library programs. As we develop additional programs, we will assess whether these line items need to be increased especially in May and June of every year when the next year operating budget is being considered. We will also seek community support for these programs.

Evaluation

Evaluation of new and current programs will take place at the end of every program cycle. The evaluations will be based on patron attendance and evaluation forms given at the end of every program cycle.

Goal #3

Create inviting spaces to encourage small spontaneous or planned learning activities and meetings.

Objectives:

1. Elwood

- a. 2023- 2024 – Recreate a space for Young Adults in the computer lab
- b. 2023 - 2024 - Investigate multi use furniture alternatives for some of the computer carrels and tables in the youth and adult areas
- c. 2023 - 2024 - Investigate additional electrical outlets
- d. 2023 - 2027 – Work with John Lavine for AutoCAD drawings of pavilion project
- e. 2023 - 2024 - Sell Commemorative bricks for a walkway from Main Street sidewalk to Wendell L Willkie High School Arch
- f. 2024 - 2025 - Replace the existing commemorative brick patio with a cement pad with footers.
- g. 2026 - 2027 - Extend the east side roofline to cover the cement pad.
- h. 2026 - 2027 - Hire architect to investigate adding office space on the second floor.

2. Frankton

- a. 2022 - Switch places with children's and adult shelves and books
- b. 2023 - 2024 - Create an inviting young adult area
- c. 2023 - 2024 - Investigate addition of electrical outlets

3. Summitville

- a. 2021-2022 – Work with John Lavine for AutoCAD drawings of cement pad with footers and extending roof line on the south side of building.
- b. 2022 - 2023 - Investigate community building project grants
 - i. Madison County Community Foundation
 - ii. Hazelbaker Foundation
 - iii. LSTA Grants
- c. 2023 - 2024 - Create an inviting young adult area
- d. 2023 – Pour a 25 ft X 40 ft cement slab with footers
- e. 2023 – 2024 – Sell Memorial Brick from sidewalk to new cement slab
- f. 2024 – 2027 Build addition on the south side of building

Financial Resources and Sustainability

Furniture and Equipment and Professional Services line items of the Operating budget as well as the Rainy Day and LIRF budgets will be impacted by this goal. Continue with the existing Operating budget and transfer funds into the LIRF and Rainy Day budgets every year.

Evaluation

As we develop these new small meeting/learning areas we will survey patrons and partners that are using them. The surveys will help guide our next purchase.

Goal #4

Promote the mission of “Get Connected Stay Connected” through the strategic use of technology

Objectives:

1. Ongoing: Ensure continued patron and staff access to the website and catalog online at www.elwood.lib.in.us.
2. Ongoing: Ensure the library’s website is accessible to patrons with disabilities by using the tools available through W3C (The World Wide Web Consortium) at <http://validator.w3.org/>.
3. 2022-2027 - Continue to investigate additional Hotspots
4. Ongoing: Increase bandwidth usage as needed for all facilities.
5. 2023 -2027: Investigate Learning Spaces (<https://www.slideshare.net/HeyWayne/learning-spaces-1635348>) for all three branches.
6. 2023 - 2027: Expand our VR programs at all branches
7. 2023 - 2027 STEM related program focused on our younger patrons including robotics building and code creation.
8. 2027: Investigate hardware/software updates for servers.
9. Ongoing: Maintain library owned routers and switches.
10. Ongoing: Stay current with Evergreen updates.
11. Ongoing: Continue to meet all the requirements necessary to maintain membership in the Indiana Public Library Internet Consortium.
12. Ongoing: Continue to update the Cassie software to be compliant with our hardware and user needs.
13. 2022-2027: Continually evaluate the status of our network and upgrade when necessary.
14. 2022-2027: Investigate Category 2 E-rate funding to purchase additional hotspots and any additional covered items.

Financial Resources and Sustainability and Evaluation

Refer to the Equipment Replacement Schedule after Goal #5.

Goal #5

Ensure that each of our facilities are properly maintained and continues to meet the needs of our communities.

Objectives:

- System 2022 – Request HVAC maintenance quotes from Vasey and Perfection

- Elwood
 - 2022 - Replace Chiller for HVAC
 - 2022- Change direction of children’s shelving on southside of Youth services
 - 2023 - Repair drywall cracks and paint interior walls
 - 2023 - 2024 – Replace Air Handler Controller
 - 2024- 2025 - Digital signage – Interior and Exterior - Use bricks from Elwood’s Patio for a base.
 - 2024 - Reseal the parking lot
 - 2026 - 2027 - Mill & resurface entire parking lot

- Frankton
 - 2022 - Finish work on downspouts
 - 2022 - Repair drywall cracks and paint interior walls and vaulted ceiling
 - 2023- 2024 – Digital signage – Interior and Exterior
 - 2024 - Mill and resurface parking lot entryway and reseal the rest of the parking lot
 - 2025 - 2026 - Reroof building
 - 2026 - 2027 - Investigate the potential of adding a pavilion off the south or east side of the building

- Summitville
 - 2022 - Add downspouts to the guttering on both sides of the entryway.
 - 2023 - 2024 – Repair drywall cracks and paint interior walls.
 - 2023 - 2024 - Reseal all mortar and caulked joints at the Summitville facility. Paint wooden areas under windows.
 - 2023- 2024 – Digital signage – Interior and Exterior
 - 2024 -2025 – re-roof north side or entire building.
 - 2024 - Reseal the parking lot.

Financial Resources and Sustainability and Evaluation

Refer to the Equipment Replacement Schedule.

Equipment Replacement Schedule for Goals #4 and #5

Equipment replacements/repairs up to \$7,000 if possible, will be supported by the operating budget furniture and equipment and professional services line items. Any equipment replacements/repairs above \$7,000 will be supported by the Rainy Day and LIRF Funds. The operating budget technology equipment line item supports any computer, hot spot, wi-fi access point, barcode scanner, router, and other miscellaneous technology equipment. The operating budget furniture and equipment and professional services line items support copier leases, and other miscellaneous equipment. All equipment will be evaluated at the first of every year for potential replacement. Public access and staff computers and servers will be evaluated after 5 years of service for potential replacement. Computers to be replaced are chosen according to date of purchase. The oldest date of purchase is replaced first. Replaced computers will be repurposed or placed in a computer sale. Some computers may be saved to use for replacement parts.

Goal #6

Use Niche Academy, training checklist and incentive program to ensure new staff are trained properly and current staff revisit training modules to ensure they are up to date on their training. Encourage all staff to continuously learn and discover new ways to assist patrons and improve library services and programs.

Objectives:

1. 2022 - 2027 Continue to renew Niche Academy to assist with staff training.
2. 2022 - 2027 Continue to update the training checklist when changes in procedures and policies occur.
3. 2022 - 2023 Develop an incentive program.
4. 2022 - 2027 Using sections from the training checklist, create training modules to use for refresher courses on a quarterly basis. Each quarter a new training module will be announced. All staff members will focus on the current training module.

Financial Resources and Sustainability

The database line item from the operating budget will support Niche Academy. As we develop the incentive program we will investigate what line items from the operating budget are approved to support the program.

Evaluation

After each training module, staff will be given an evaluation form for continued program improvement.

Professional Development Strategy

When hiring any staff member, the sections of the personnel policy which address equal employment opportunity, disability accommodations and position vacancies will be followed. To attract applicants the library offers several benefits.

- Personal, sick and vacation time is offered to both part-time and full-time employees.
- Aflac is offered at a reduced rate for all employees.
- Health insurance premiums are paid at 90% by the library for full-time employees only.
- INPRS is a mandatory retirement benefit for full-time employees.
- Employee wage scale defines wage ranges for all hourly positions: managers, clerks, and custodians.
- Director and Administrative Assistant are salaried/exempt positions.
- The library board of trustees votes once a year in November on a cost-of-living increase from 1 to 3%.
- Employees are encouraged to participate in workshops and webinars given by Indiana Library Federation, the Indiana State Library, or other approved sources which are supported by the professional development budget.
- Existing staff are encouraged to apply for management positions. Even though the professional development budget does not support tuition reimbursement, flexible schedules and the 3-year certification process is readily accepted by library management.
- Certified staff are required to gain 15 to 20 LEUs per year to ensure having the required 75 to 100 LEUs at the end of the 5-year certification period. This requirement also ensures the cost of the workshops or webinars will be covered by the budget.

Resolution to Establish Non-resident Fees
North Madison County Public Library System

Whereas, IC 36-12-2-25(c) requires that a non-resident fee be established using the current total operating expenditures per capita, the members of the North Madison County Public Library System Board now sets its non-resident fee at \$60 per year.

Adopted the 14 day of February 2022.

AYE

NAY

<i>Kathy Small</i>	_____
<i>Mary E. Huplingue</i>	_____
<i>Beverly Austin</i>	_____
<i>Glenn Eddleman</i>	_____
<i>Larry Watson</i>	_____
<i>Kenny Gibson</i>	_____
<i>Lisa A. Habeler</i>	_____

ATTEST:

Kathy Small, Secretary

Secretary of North Madison County Public Library System Board of Trustees

* * * Communication Result Report (Feb. 10. 2022 3:01PM) * * *

1}

Date/Time: Feb. 10. 2022 2:59PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4536 Memory TX	Summitville FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail

E. 3) No answer

E. 5) Exceeded max. E-mail size

E. 2) Busy

E. 4) No facsimile connection

E. 6) Destination does not support IP-Fax

Agenda

February 14, 2022

North Madison County Public Library System
Board of TrusteesElwood Public LibraryRegular Meeting
4:30 P.M.

Call to Order
 Call for Quorum
 Consent Agenda
 Minutes
 Claims Register & Checks
 Personnel
 Old Business
 1. Summitville Library Site Design
 New Business
 1. 2022 – 2027 Long Range Plan
 2. Non-Resident Fee
 3. Assistant Treasurer -- Bank Account Signature Cards
 Director's Report
 Public Comment
 Adjournment

* * * Communication Result Report (Feb. 10. 2022 3:01PM) * * *

1}

Date/Time: Feb. 10. 2022 2:59PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4537 Memory TX	Frankton FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail

E. 3) No answer

E. 5) Exceeded max. E-mail size

E. 2) Busy

E. 4) No facsimile connection

E. 6) Destination does not support IP-Fax

Agenda

February 14, 2022

North Madison County Public Library System
Board of TrusteesElwood Public LibraryRegular Meeting
4:30 P.M.

Call to Order
 Call for Quorum
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 1. Summitville Library Site Design
 New Business
 1. 2022 - 2027 Long Range Plan
 2. Non-Resident Fee
 3. Assistant Treasurer - Bank Account Signature Cards
 Director's Report
 Public Comment
 Adjournment

Date/Time: Feb. 10. 2022 2:58PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4535 Memory TX	call leader	P. 1	OK	

Reason for error

E. 1) Hang up or line fail

E. 3) No answer

E. 5) Exceeded max. E-mail size

E. 2) Busy

E. 4) No facsimile connection

E. 6) Destination does not support IP-Fax

Agenda

February 14, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Summitville Library Site Design
- New Business
 - 1. 2022 - 2027 Long Range Plan
 - 2. Non-Resident Fee
 - 3. Assistant Treasurer - Bank Account Signature Cards
- Director's Report
- Public Comment
- Adjournment

Handwritten signature/initials

Date/Time: Feb. 10. 2022 2:58PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
4534	Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

February 14, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Summitville Library Site Design
- New Business
 - 1. 2022 - 2027 Long Range Plan
 - 2. Non-Resident Fee
 - 3. Assistant Treasurer - Bank Account Signature Cards
- Director's Report
- Public Comment
- Adjournment

Handwritten signature and date: 2/14/22

Agenda

March 14, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Hotspot Lending Policy

2. Additional Hotspots

3. Elwood's Lead Boiler Relay Board Replacement

4. Metal and Folding Chairs and Tables at Summitville

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Elwood Public Library
Regular Meeting
March 14, 2022
4:30 PM

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on March 14, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Beverly Austin, Mary Kiplinger, Kathy Small, Larry Watson and Kenny Giselbach, and Lisa Hobbs. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

Kathy Small made a motion to approve the consent agenda. Lisa Hobbs seconded and the motion carried. The members signed the minutes and claims register. Treasurer Mary Kiplinger signed checks.

OLD BUSINESS

NEW BUSINESS

Hotspot Lending Policy

Director Scott would like the following items added to the Hotspot Lending Policy:

You must be at least 18 years old to check out a Hotspot.

If the Hotspot is returned after it is seven days overdue, the Patron will be charged a \$20 late fee and the replacement cost. If the Hotspot is returned undamaged, the replacement cost will be forgiven. The late fee will need to be paid before the Patron can check out another hotspot.

Hotspot borrowing privileges will be suspended for six months for patrons who have three overdue hotspot charges on their account.

Beverly Austin moved to add these items to the current policy. Kathy Small seconded and the motion carried.

Additional Hotspots

Director Scott would like to purchase ten additional Hotspots to better serve our community. Beverly Austin moved to purchase ten additional Hotspots. Larry Watson seconded the motion and the motion carried.

Elwood's Lead Boiler Relay Board Replacement

The main control board for the lead boiler has to be replaced. Vasey Commercial has quoted \$1,574.00 to replace the main control board. Beverly Austin moved to accept the quote from Vasey. Kathy Small made a second and the motion carried.

Metal and Folding Chairs and Tables at Summitville

There are several folding chairs, some metal chairs, a child sized folding table and 2 other folding tables in surplus at the Summitville library. Director Scott would like to sell

these. Beverly Austin moved to get rid of the surplus furniture at the Summitville library. Lisa Hobbs made a second and the motion carried.

Directors Report

Dale Picket took a digital picture of our 1893 Map of Elwood to add to our database. Free of charge. Beginning in April we will begin using Unique Management Collection Agency, approved in October 2017, in an effort to get people to return the long overdue items. The cost will be \$11.65 per patron. The Fair Debt Collection Practices Act will allow them to contact patrons by email and cell phone. The library received 200 Covid-19 Tests from the City of Elwood. EI Digital Consortium and Indiana Digital Download Consortium joined together. Scott Keller with Blackard and Geiger appraised five paintings for us. The Millyard by J. Ottis Adams appraised for \$80,000.00, House of the Singing Winds by T. C. Steele appraised for \$65,000.00. Autumn Sunset by T. C. Steele appraised for \$80,000.00. Still Life by an unknown artist appraised for \$2,500/00. Southwestern watercolor by Floyd D. Hopper appraised for \$1,800.00. The library received \$5,000.00 from the Mary J. Linegar Trust.

Public Comment

President Glenn Eddleman thanked Director Scott and Sheri Wallace for a good audit. He also shared with the Board the phishing emails that should just be ignored.

Adjournment

President Eddleman adjourned the meeting by consent.

Kathy Small, Secretary
Kathy Small, Secretary

Marcus E. Kephling *Sam Watson*
Glenn Eddleman
Kenny Gibson

Register Of Claims

North Madison County Public Library System

Report Date: From 02/01/22 To 02/28/22

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	98	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,274.08	02/16/22	Federal Tax Deposit
			Operating Fund	Empl.Share FICA&Medicare	\$297.99		
			Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,975.84		
			FICA	Empl.Share FICA&Medicare	\$1,274.08		
			Medicare	Empl.Share FICA&Medicare	\$297.99		
			Total this claim =				
0	67	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,315.38	02/02/22	Federal Tax Deposit
			Operating Fund	Empl.Share FICA&Medicare	\$307.65		
			Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,989.17		
			FICA	Empl.Share FICA&Medicare	\$1,315.38		
			Medicare	Empl.Share FICA&Medicare	\$307.65		
			Total this claim =				
0	66	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$1,848.24	02/02/22	PERF Deposit
			PERF	Empl.Share FICA&Medicare	\$495.07		
			Total this claim =				
0	69	GREAT-WEST RETIREMENT S	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	02/02/22	IN Def Comp Matching Plan-Robertson
Total this claim =				<u>\$201.42</u>			
0	130	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.50	02/28/22	February Service Charge
Total this claim =				<u>\$10.50</u>			
0	70	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	02/02/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,506.03		
			Operating Fund	Wages of Janitor	\$1,071.20		
			Total this claim =				

<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	54	CENTERPOINT ENERGY	Operating Fund	Gas	\$1,098.46	02/02/22	Service for Frankton, Elwood, Summitvil
			Operating Fund	Gas	\$312.39		
			Operating Fund	Gas	\$263.56		
				Total this claim =	<u>\$1,674.41</u>		
0	68	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$266.00	02/02/22	Payroll ending 1/29/22
				Total this claim =	<u>\$266.00</u>		
0	97	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$1,852.69	02/16/22	PERF Deposit
			PERF	Empl.Share FICA&Medicare	\$496.27		
				Total this claim =	<u>\$2,348.96</u>		
0	99	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$266.00	02/14/22	Payroll Ending 02/12/22
				Total this claim =	<u>\$266.00</u>		
0	107	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$18.25	02/24/22	Service for Elwood, Summitville
			Operating Fund	Electricity	\$488.15		
			Operating Fund	Electricity	\$1,663.25		
				Total this claim =	<u>\$2,169.65</u>		
0	117	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,655.72	02/24/22	February Withholdings
			County Tax Withheld	Payroll Deductions	\$680.66		
				Total this claim =	<u>\$2,336.38</u>		
0	115	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	02/16/22	PAYROLL
			Operating Fund	Salary of Assistants	\$16,839.70		
			Operating Fund	Wages of Janitor	\$1,071.20		
				Total this claim =	<u>\$20,585.30</u>		
0	114	AFLAC	AFLAC	Payroll Deductions	\$214.26	02/24/22	February Withholdings
				Total this claim =	<u>\$214.26</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	112	SYNCB/AMAZON	Operating Fund	Elwood AV	\$444.81	02/24/22	As per attached invoices.
			Operating Fund	Frankton AV	\$348.32		
			Operating Fund	Summitville AV	\$348.32		
			Operating Fund	Summitville	\$12.99		
			Operating Fund	Technology Equipment	\$2,664.64		
			Operating Fund	Elwood Adult	\$57.92		
			Operating Fund	Frankton Programing	\$19.94		
			Operating Fund	Operating Supplies	\$68.40		
				Total this claim =	\$3,965.34		
0	110	UNITED HEALTHCARE	Operating Fund	Emp Cont Group Ins	\$7,837.87	02/24/22	Emp Health Insurance 3/1 - 3/31
			Insurance	Payroll Deductions	\$789.88		
				Total this claim =	\$8,627.75		
0	100	GREAT-WEST RETIREMENT S	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	02/14/22	IN Def Comp Emp Matching Plan- Robertson
				Total this claim =	\$201.42		
0	104	CENTERPOINT ENERGY	Operating Fund	Gas	\$1,260.34	02/24/22	Service for Elwood & Frankton
			Operating Fund	Gas	\$328.07		
			Operating Fund	Gas	\$267.18		
				Total this claim =	\$1,855.59		
0	55	CARDMEMBER SERVICE	Operating Fund	Professional Meetings	\$150.00	02/02/22	As per attached invoices.
			Operating Fund	Waste Disposal Services	\$79.06		
			Operating Fund	Furniture & Equipment	\$121.61		
			Operating Fund	Technology Equipment	\$1,200.00		
				Total this claim =	\$1,550.67		
33277	56	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$152.26	02/02/22	Service for Elwood
			Operating Fund	Waste Disposal Services	\$205.24		
				Total this claim =	\$357.50		
33278	57	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$87.00	02/02/22	Trash removal-Frankton Jan-Mar 2022
				Total this claim =	\$87.00		

<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>
33279	58	RICOH USA, INC	Operating Fund	Office Supplies	\$82.20	02/02/22	Copies for Frankton, Summitville
			Operating Fund	Office Supplies	\$20.78		
			Total this claim =		\$102.98		
33280	60	SARAH FOX	Operating Fund	Summitville Programing	\$13.44	02/02/22	Petty Cash-Program supplies
			Total this claim =		\$13.44		
33281	65	STACEY JONES	Operating Fund	Postage & UPS	\$8.66	02/02/22	Petty Cash - Postage
			Total this claim =		\$8.66		
33282	59	STAPLES	Operating Fund	Cleaning & Sanitation Supplies	\$14.74	02/02/22	Cleaning supplies, office supplies, operating supplies
			Operating Fund	Operating Supplies	\$56.18		
			Operating Fund	Office Supplies	\$30.22		
			Total this claim =		\$101.14		
33283	61	TOWN OF FRANKTON	Operating Fund	Electricity	\$309.89	02/02/22	Service for Frankton
			Operating Fund	Water	\$26.70		
			Operating Fund	Waste Disposal Services	\$22.08		
			Total this claim =		\$358.67		
33284	62	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$53.74	02/02/22	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
			Operating Fund	Waste Disposal Services	\$5.00		
			Total this claim =		\$70.24		
33285	63	USI, INC	Operating Fund	Office Supplies	\$155.40	02/02/22	Laminating Pouches
			Total this claim =		\$155.40		
33286	64	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$113.35	02/02/22	Copier Lease Elwood
			Total this claim =		\$113.35		
33287	73	AT&T	Operating Fund	Telephone & Telegraph	\$195.11	02/14/22	Service for Elwood & Summitville
			Operating Fund	Telephone & Telegraph	\$81.88		
			Total this claim =		\$276.99		

<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>
33288	74	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$80.00	02/14/22	Cloud Backup
				Total this claim =	<u>\$80.00</u>		
33289	75	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,129.86	02/14/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$441.86		
			Operating Fund	Elwood YA	\$189.86		
			Operating Fund	Frankton	\$983.52		
			Operating Fund	Summitville	\$710.67		
				Total this claim =	<u>\$3,455.77</u>		
33290	76	BURNETTE - DELLINGER INC.	Operating Fund	Official Bonds	\$300.00	02/14/22	Bond Renewal-Kiplinger, Giselbach
				Total this claim =	<u>\$300.00</u>		
33291	77	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$855.00	02/14/22	Snow removal 1/24, 1/25, 1/28, 2/3, 2/4
				Total this claim =	<u>\$855.00</u>		
33292	78	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$273.16	02/14/22	VoIP
			St Technology Fund Gra	Telephone & Telegraph	\$0.00		
				Total this claim =	<u>\$273.16</u>		
33293	79	FRONTIER	Operating Fund	Telephone & Telegraph	\$213.47	02/14/22	Service for Frankton
				Total this claim =	<u>\$213.47</u>		
33294	80	GAYLORD BROS.	Operating Fund	Office Supplies	\$125.35	02/14/22	Archival boxes for Summitville
				Total this claim =	<u>\$125.35</u>		
33295	81	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$22.46	02/14/22	Service for Summitville
				Total this claim =	<u>\$22.46</u>		
33296	83	MICHAEL ROBERTSON	Operating Fund	Traveling Expense	\$102.08	02/14/22	Travel reimbursement 232 miles @ \$.44 = \$102.08
				Total this claim =	<u>\$102.08</u>		
33297	82	MIDWEST TAPE	Operating Fund	Frankton AV	\$39.99	02/14/22	As per attached invoices.
			Operating Fund	Elwood AV	\$307.41		
			Operating Fund	Book Processing	\$346.97		
				Total this claim =	<u>\$694.37</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>
33298	102	MIDWEST TURF AND FORAGE	Operating Fund	Professional Services	<u>\$200.00</u>	02/14/22	
				Total this claim =	\$200.00		
33299	84	NICHE ACADEMY	Operating Fund	Databases	<u>\$1,600.00</u>	02/14/22	Annual Subscription Renewal
				Total this claim =	\$1,600.00		
33300	85	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	<u>\$783.01</u>	02/14/22	Lights and Labor
				Total this claim =	\$783.01		
33301	86	OFFICE DEPOT	Operating Fund	Office Supplies	<u>\$119.96</u>	02/14/22	4 boxes copy paper
				Total this claim =	\$119.96		
33302	87	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$21.36	02/14/22	Craft supplies- Elwood & Summitville
			Operating Fund	Elwood Children's Programing	<u>\$11.36</u>		
				Total this claim =	\$32.72		
33303	88	RICOH USA, INC	Operating Fund	Office Supplies	<u>\$121.14</u>	02/14/22	Copies for Elwood
				Total this claim =	\$121.14		
33304	89	ROBY'S, INC.	Operating Fund	Professional Services	<u>\$357.00</u>	02/14/22	Leak repir @ Elwood
				Total this claim =	\$357.00		
33305	90	RYAN BURRIS	Operating Fund	Traveling Expense	\$123.20	02/14/22	Travel reimbursement 280 @ \$.44 = 123.20
				Total this claim =	<u>\$123.20</u>		
33306	91	SARAH FOX	Operating Fund	Summitville Programing	<u>\$30.79</u>	02/14/22	Petty Cash
				Total this claim =	\$30.79		
33307	101	STAPLES	Operating Fund	Office Supplies	<u>\$139.89</u>	02/14/22	Office supplies/Toner
				Total this claim =	\$139.89		
33308	92	TOPS HOME CENTER	Operating Fund	Bldg. Matl. And Supplies	<u>\$72.43</u>	02/14/22	As per attached invoices.
				Total this claim =	\$72.43		

<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>
33309	93	USI, INC	Operating Fund	Office Supplies	\$22.56	02/14/22	Laminating pouches
				Total this claim =	\$22.56		
33310	94	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$288.00	02/14/22	Frankton contract
				Total this claim =	\$288.00		
33311	95	VICTORIA WALSER	Operating Fund	Elwood Children's Programing	\$16.58	02/14/22	Petty cash
				Total this claim =	\$16.58		
33312	96	WORLD ARCHIVES	Operating Fund	Databases	\$1,193.00	02/14/22	Newspaper Archives Database
				Total this claim =	\$1,193.00		
33313	71	LIBERTY MUTUAL INSURANCE	Operating Fund	Insurance	\$2,298.00	02/14/22	Inland Marine Renewal 2/10/22
				Total this claim =	\$2,298.00		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims **\$95,389.11**

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 14, 2022

Mary E. Kiplinger

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 14 day of March, 2022.

<i>Kathy Small</i>	<i>Lynn A. Winters</i>
<i>Beverly Austin</i>	<i>Kenneth Smith</i>
<i>Dennis Eddleman</i>	<i>Lynn A. Hobbs</i>

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

North Madison County Hotspot Lending Policy

The North Madison County Public Library System circulates hotspots for patrons needing Internet access for a limited period of time. The intention of the hotspot lending program is to provide access for patrons who are experiencing outages, needing to complete a project assignment, or going to a location where the Internet is not freely available. The hotspot lending program is not intended to provide a subsidy for continual Internet access for any one household.

To ensure the availability of hotspots, the following parameters have been adopted.

Library hotspots are loaned to patrons within the following parameters:

- You must be a cardholding member of the North Madison County Public Library System.
- ADD: You must be at least 18 years old to check out a hotspot.
- We must have a valid method of contacting you (text or voicemail) while the Hotspot is checked out to you.
- Hotspots may be checked out by any patron with an account clear of fines and fees.
- Hotspots may be checked out for seven days.
- Hotspots may be placed on hold.
- Hotspots may be renewed one time, provided there are no holds.
- Overdue hotspots will be deactivated by library staff.
- ADD: If the hotspot is returned after it is seven days overdue, the patron will be charged a \$20 late fee and the replacement cost. If the hotspot is returned undamaged, the replacement cost will be forgiven. The late fee will need to be paid before the patron can check out another hotspot.
- REMOVE: If the hotspot is not returned, on the seventh day it is overdue, the patron will be charged replacement cost.
- Add: Hotspot borrowing privileges will be suspended for six months for patrons who have three overdue hotspot charges on their account. Patrons will be contacted by library staff once they have two overdue hotspots. If hotspot borrowing privileges are lost, the patron will be notified in writing.
- A fine will be charged for hotspots returned in the book drop.
- Hotspots must be returned with the hotspot, charger, instruction card, and case. Items returned with missing parts will incur charges, according to the schedule below.
- Holds may not be placed when a hotspot is currently checked out to any individual in the same household.

Fine/Fee Schedule for Lost, Damaged or Never Returned Items

Overdue Hotspot	\$2.00/day
Damaged or Never Returned Hotspot	\$80.00
Hotspot Charger	\$20.00
Hotspot Battery	\$20.00
Hotspot Case	\$5.00
Instruction Card	\$2.00
Hotspot Returned in Book Drop	\$10.00

Approved June 10, 2019, Reviewed/Updated February 10, 2020, Updated November 8, 2021

2022 Hotspot Quote

For

10 Hotspots

Techsoup Admin Fee	\$8.00	x 10 =	80.00
Boost Mobile Shipping and Handling	\$9.00	x 10 =	90.00
Annual Cost per device upfront	\$120.00	x 10 =	1,200.00

Total Quote \$1,370.00

Hotspot Checkout Stats			
Total Checkouts in 2021	505	Unique Checkouts 2021	43
Total Checkouts in 2022*	56	Unique Checkouts 2022	24

*2022 includes Jan1-Feb10

Currently paying \$2,400 per year for 20 hotspots. The total yearly cost would be \$3,770 to add additional 10 hotspots.

We currently have 2 hotspots of the 20 marked lost.



Vasey Commercial Facility Solutions
10830 Andrade Drive
Zionsville, Indiana 46077
(P) 317-873-2512 (F) 317-873-3973
Contractor License: H0010372

Quote

To: ELWOOD PUBLIC LIBRARY
NORTH MADISON COUNTY PUBLIC LIBRARY
SYSTEM
1600 MAIN ST.
ELWOOD, IN 46036

Quote Ref# LINC14987
Date: 3/11/2022

RE: LOCHVINAR BOILER \MN:KBN285 \SN:L06H10027019

Attn: JAMIE SCOTT, EXT. 1113

Vasey Commercial Facility Solutions proposes to furnish the materials and/or perform the work below for: **\$1,574.00**

For the above price this Quote includes:

This quote is of the replacement of a main control board. Equipment will be tested. Additional quotes may follow.

Quote valid for 30 days from issue date.

To approve this work, please sign and email to griffel@vasey.com or call our office at (317) 873-2512.

Thank You for Your Business,

Garrett Riffel

Vasey Commercial Facility Solutions, a Linc Service Provider

This Quote is hereby accepted and Vasey Commercial Facility Solutions is authorized to complete the above outlined work.

Signature: _____ Date: _____

Name/Title: _____ PO: _____

TERMS AND CONDITIONS

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during Contractor's normal working hours.
2. Contractor warrants that the workmanship hereunder shall be free from defects for ninety (90) days from date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates then in effect.
3. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become sixty (60) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
4. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.
5. In the event Contractor must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
6. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
7. Contractor shall not be liable for any delay, loss, damage, or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
8. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by any active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
9. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA's Hazard Communication Standard Regulations.
10. Contractor's obligation under this proposal; and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes, or materials are encountered, Contractor's sole obligation will be to notify the Owner of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes, or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
11. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.



Vasey Commercial Facility Solutions
10830 Andrade Drive
Zionsville, Indiana 46077
(P) 317-873-2512 (F) 317-873-3973
Contractor License: H0010372

Quote

To: ELWOOD PUBLIC LIBRARY
NORTH MADISON COUNTY PUBLIC LIBRARY
SYSTEM
1600 MAIN ST.
ELWOOD, IN 46036

Quote Ref# LINC14987
Date: 3/11/2022

RE: LOCHVINAR BOILER \MN:KBN285 \SN:L06H10027019

Attn: JAMIE SCOTT, EXT. 1113

Vasey Commercial Facility Solutions proposes to furnish the materials and/or perform the work below for: **\$1,574.00**

For the above price this Quote includes:

This quote is of the replacement of a main control board. Equipment will be tested. Additional quotes may follow.

Quote valid for 30 days from issue date.

To approve this work, please sign and email to griffel@vasey.com or call our office at (317) 873-2512.

Thank You for Your Business,

Garrett Riffel

Vasey Commercial Facility Solutions, a Linc Service Provider

This Quote is hereby accepted and Vasey Commercial Facility Solutions is authorized to complete the above outlined work.

Signature: *Jamie Scott* Date: *March 25, 2022*

Name/Title: *Director / Jamie Scott* PO: _____

TERMS AND CONDITIONS

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during Contractor's normal working hours.
2. Contractor warrants that the workmanship hereunder shall be free from defects for ninety (90) days from date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates then in effect.
3. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become sixty (60) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
4. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.
5. In the event Contractor must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
6. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
7. Contractor shall not be liable for any delay, loss, damage, or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
8. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by any active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
9. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA's Hazard Communication Standard Regulations.
10. Contractor's obligation under this proposal; and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes, or materials are encountered, Contractor's sole obligation will be to notify the Owner of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes, or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
11. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.

1. The library received 200 Covid-19 Tests from the city of Elwood
2. Unique Management -Collection Agency - Approved in October 2017
By the first of April we will begin using the Unique Management
 1. \$11.65 per patron
 2. Fair Debt Collection Practices Act now allows collectors to contact via Cell phones and e-mail
 3. 45 days and 90 days back
 4. EI Module at no cost
 5. Easy to Implement
 6. April 1st start date
 7. Example patron accounts
3. Indiana Digital Library Update - EI Digital Consortium and Indiana Digital Download Consortium joined together The transfer began to the new con
4. Scott Keller – Painting Appraisal
5. The library received \$5,000 from the Mary J. Linegar Trust
- 6.

Financial Report
North Madison County Public Library System

Report Dates = 02/01/22 to 02/28/22

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. General						
100 Operating Fund	\$974,473.44	\$83,365.14	\$190,621.49	\$22,718.77	\$45,292.35	\$829,144.30
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$974,473.44	\$83,365.14	\$190,621.49	\$22,718.77	\$45,292.35	\$829,144.30
2. Special Revenue						
200 Gift	\$52,477.48	\$0.00	\$8,460.00	\$0.00	\$2,840.00	\$46,857.48
201 Rainy Day Fund	\$154,222.62	\$0.00	\$0.00	\$0.00	\$0.00	\$154,222.62
203 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
226 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
227 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
228 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
276 St Technology Fund Grant Fund	\$0.00	\$0.00	\$1,377.92	\$0.00	\$14,425.85	\$13,047.93
277 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
278 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$208,013.68	\$0.00	\$9,837.92	\$0.00	\$17,265.85	\$215,441.61
3. Debt Service						
301 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4. Capital Projects						
4 LIRF	\$84,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$84,370.99
403 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$84,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$84,370.99
5. Clearing						
800 PLAC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
801 Evergreen Indiana	\$68.35	\$0.00	\$68.35	\$3.50	\$78.15	\$78.15
803 Federal Tax Withheld	\$0.00	\$3,965.01	\$10,197.26	\$3,965.01	\$10,197.26	\$0.00
804 FICA	\$0.00	\$2,589.46	\$5,767.77	\$2,589.46	\$5,767.77	\$0.00
805 Medicare	\$0.00	\$605.64	\$1,348.99	\$605.64	\$1,348.99	\$0.00
806 State Tax Withheld	\$0.00	\$1,655.72	\$3,620.70	\$1,655.72	\$3,620.70	\$0.00
807 County Tax Withheld	\$0.00	\$680.66	\$1,528.86	\$680.66	\$1,528.86	\$0.00
808 PERF	\$0.00	\$991.34	\$2,256.57	\$991.34	\$2,256.57	\$0.00
809 Annuity	\$0.00	\$532.00	\$1,064.00	\$532.00	\$1,064.00	\$0.00
810 Insurance	\$0.00	\$789.88	\$1,579.76	\$789.88	\$1,579.76	\$0.00
811 Garnishment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
812 AFLAC	\$0.00	\$214.26	\$487.05	\$228.54	\$501.33	\$14.28
813 Liberty National	\$0.00	\$0.00	\$0.00	\$16.40	\$16.40	\$16.40
814 Empower	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
815 Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
825 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$68.35	\$12,023.97	\$27,919.31	\$12,058.15	\$27,959.79	\$108.83
Grand Total	\$1,266,926.46	\$95,389.11	\$228,378.72	\$34,776.92	\$90,517.99	\$1,129,065.73

Total all banks = \$1,129,065.73

Bank Balances

North Madison County Public Library System

Report as of: 02/28/22

<i>Bank</i>		
1	Star Financial Bank	\$861,667.05
2	Star Financial Bank (2)	\$63,446.04
3	Community Bank/Summitville	\$0.00
4	First Farmers Bank & Trust	\$203,692.64
5	PNC Bank	\$0.00
6	Main Source Bank	\$0.00
7	Petty Cash & Cash Drawer	\$260.00
8	National City Bank (2)	\$0.00
9	First Farmers Bank & Trust (2)	\$0.00
<i>Total all banks =</i>		<i>\$1,129,065.73</i>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From **02/01/22** To **02/28/22**

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	\$69,600.00	\$0.00	\$69,600.00	\$5,348.80	\$10,697.60	\$58,902.40	84.6
1.12 Salary of Assistants	\$602,858.00	\$0.00	\$602,858.00	\$34,345.73	\$78,205.34	\$524,652.66	87.0
1.13 Wages of Janitor	\$40,000.00	\$0.00	\$40,000.00	\$2,142.40	\$4,284.80	\$35,715.20	89.3
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$34.47	\$5,965.53	99.4
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$52,000.00	\$0.00	\$52,000.00	\$3,195.10	\$7,116.76	\$44,883.24	86.3
1.17 Emp Cont IN Def Comp Matching Plan	\$5,100.00	\$0.00	\$5,100.00	\$402.84	\$805.68	\$4,294.32	84.2
1.18 Emp Cont PERF	\$48,000.00	\$0.00	\$48,000.00	\$3,700.93	\$7,807.89	\$40,192.11	83.7
1.19 Emp Cont Group Ins	\$105,000.00	\$0.00	\$105,000.00	\$7,837.87	\$15,675.74	\$89,324.26	85.1
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	100.0
Subtotal	\$928,858.00		\$928,858.00	\$56,973.67	\$124,628.28	\$804,229.72	86.6
<i>2. Supplies</i>							
2.1 Office Supplies	\$10,000.00	\$0.00	\$10,000.00	\$817.50	\$980.61	\$9,019.39	90.2
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$124.58	\$124.58	\$9,375.42	98.7
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$14.74	\$141.06	\$3,858.94	96.5
2.23 Fuel, Oil and Lubricants	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	100.0
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$72.43	\$93.41	\$156.59	62.6
2.25 Paint and painting supplies	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	100.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
2.27	Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	100.0
2.31	Book Processing	\$7,000.00	\$0.00	\$7,000.00	\$346.97	\$612.18	\$6,387.82	91.3
2.32	Automation	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
Subtotal		\$34,450.00		\$34,450.00	\$1,376.22	\$1,951.84	\$32,498.16	94.3
3.1	Professional Services	\$70,000.00	\$0.00	\$70,000.00	\$2,573.51	\$12,890.21	\$57,109.79	81.6
3.11	Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0
3.12	Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.0
3.14	Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	100.0
3.145	Databases	\$11,150.00	\$0.00	\$11,150.00	\$2,793.00	\$2,793.00	\$8,357.00	75.0
3.146	Ebook Services	\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$6,000.00	\$6,500.00	52.0
3.147	Evergreen Membership	\$5,600.00	\$0.00	\$5,600.00	\$0.00	\$5,570.24	\$29.76	0.5
3.21	Telephone & Telegraph	\$23,150.00	\$0.00	\$23,150.00	\$763.62	\$1,536.51	\$21,613.49	93.4
3.22	Postage & UPS	\$3,000.00	\$0.00	\$3,000.00	\$8.66	\$198.94	\$2,801.06	93.4
3.23	Traveling Expense	\$2,500.00	\$0.00	\$2,500.00	\$225.28	\$342.32	\$2,157.68	86.3
3.24	Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$150.00	\$150.00	\$2,850.00	95.0
3.26	Elwood Children's Programming	\$5,000.00	\$0.00	\$5,000.00	\$27.94	\$50.77	\$4,949.23	99.0
3.27	Elwood Adult Programming	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$18.84	\$2,981.16	99.4
3.28	Frankton Programming	\$4,000.00	\$0.00	\$4,000.00	\$19.94	\$51.56	\$3,948.44	98.7
3.29	Summitville Programming	\$3,000.00	\$0.00	\$3,000.00	\$65.59	\$251.42	\$2,748.58	91.6
3.3	Title Source	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.0
3.31	Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	100.0
3.4	Insurance	\$25,000.00	\$0.00	\$25,000.00	\$2,298.00	\$6,415.00	\$18,585.00	74.3
3.41	Official Bonds	\$400.00	\$0.00	\$400.00	\$300.00	\$300.00	\$100.00	25.0
3.51	Gas	\$9,000.00	\$0.00	\$9,000.00	\$3,530.00	\$4,836.44	\$4,163.56	46.3
3.52	Electricity	\$40,000.00	\$0.00	\$40,000.00	\$2,479.54	\$4,949.20	\$35,050.80	87.6

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
3.53	Water	\$4,000.00	\$0.00	\$4,000.00	\$201.42	\$404.40	\$3,595.60	89.9
3.54	Waste Disposal Services	\$6,000.00	\$0.00	\$6,000.00	\$463.62	\$695.37	\$5,304.63	88.4
3.61	Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.0
3.62	Equipment/Maint.	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.0
3.72	Equipment/Rental	\$5,000.00	\$0.00	\$5,000.00	\$113.35	\$264.91	\$4,735.09	94.7
3.8	Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$0.00	\$2,700.00	100.0
3.81	Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.82	Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.9	Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
Subtotal		\$261,300.00		\$261,300.00	\$16,013.47	\$47,719.13	\$213,580.87	81.7
4.1	Land Buildings Improvements	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.0
4.2	Furniture & Equipment	\$5,000.00	\$0.00	\$5,000.00	\$121.61	\$905.37	\$4,094.63	81.9
4.21	Technology Equipment	\$20,000.00	\$0.00	\$20,000.00	\$3,864.64	\$3,962.07	\$16,037.93	80.2
4.31	Elwood Adult	\$20,000.00	\$0.00	\$20,000.00	\$1,187.78	\$2,663.56	\$17,336.44	86.7
4.32	Elwood Childrens	\$12,000.00	\$0.00	\$12,000.00	\$441.86	\$1,243.38	\$10,756.62	89.6
4.33	Elwood YA	\$5,500.00	\$0.00	\$5,500.00	\$189.86	\$460.71	\$5,039.29	91.6
4.34	Frankton	\$14,500.00	\$0.00	\$14,500.00	\$983.52	\$1,696.01	\$12,803.99	88.3
4.35	Summitville	\$12,500.00	\$0.00	\$12,500.00	\$723.66	\$1,347.65	\$11,152.35	89.2
4.4	Elwood Period. & News.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$356.99	\$4,643.01	92.9
4.41	Frankton Per. & Newsp.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.0
4.42	Summitville Period. & Newsp.	\$1,500.00	\$0.00	\$1,500.00	\$0.00	(\$10.00)	\$1,510.00	100.7
4.51	Elwood AV	\$25,000.00	\$0.00	\$25,000.00	\$752.22	\$1,862.88	\$23,137.12	92.5
4.52	Frankton AV	\$9,000.00	\$0.00	\$9,000.00	\$388.31	\$906.30	\$8,093.70	89.9
4.53	Summitville AV	\$8,000.00	\$0.00	\$8,000.00	\$348.32	\$927.32	\$7,072.68	88.4
4.54	Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	100.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
Subtotal	\$151,000.00		\$151,000.00	\$9,001.78	\$16,322.24	\$134,677.76	89.2
Grand Total	\$1,375,608.00	\$0.00	\$1,375,608.00	\$83,365.14	\$190,621.49	\$1,184,986.51	86.1

Approved by the State Board Of Accounts for North Madison County Public Library System on 11/1/98.

Voucher List

North Madison County Public Library System

Report Date: From **02/01/22** To **02/28/22**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	54	CENTERPOINT ENERGY	02/02/22	Service for Frankton, Elwood, Summitville	\$1,674.41
0	55	CARDMEMBER SERVICE	02/02/22	As per attached invoices.	\$1,550.67
33277	56	CITY OF ELWOOD UTILITIES	02/02/22	Service for Elwood	\$357.50
33278	57	MANIFOLD REFUSE, INC.	02/02/22	Trash removal-Frankton Jan-Mar 2022	\$87.00
33279	58	RICOH USA, INC	02/02/22	Copies for Frankton, Summitville	\$102.98
33282	59	STAPLES	02/02/22	Cleaning supplies, office supplies, operating supplies	\$101.14
33280	60	SARAH FOX	02/02/22	Petty Cash-Program supplies	\$13.44
33283	61	TOWN OF FRANKTON	02/02/22	Service for Frankton	\$358.67
33284	62	TOWN OF SUMMITVILLE	02/02/22	Service for Summitville	\$70.24
33285	63	USI, INC	02/02/22	Laminating Pouches	\$155.40
33286	64	WELLS FARGO VENDOR FINA	02/02/22	Copier Lease Elwood	\$113.35
33281	65	STACEY JONES	02/02/22	Petty Cash - Postage	\$8.66
0	66	INDIANA PUBLIC RETIREMENT	02/02/22	PERF Deposit	\$2,343.31
0	67	EFTPS	02/02/22	Federal Tax Deposit	\$5,235.23
0	68	GREAT-WEST RETIREMENT S	02/02/22	Payroll ending 1/29/22	\$266.00
0	69	GREAT-WEST RETIREMENT S	02/02/22	IN Def Comp Matching Plan-Robertson	\$201.42
0	70	PAYROLL	02/02/22	PAYROLL	\$21,251.63
33313	71	LIBERTY MUTUAL INSURANCE	02/14/22	Inland Marine Renewal 2/10/22	\$2,298.00
33287	73	AT&T	02/14/22	Service for Elwood & Summitville	\$276.99
33288	74	AVC TECHNOLOGY CORPORA	02/14/22	Cloud Backup	\$80.00
33289	75	BAKER & TAYLOR	02/14/22	As per attached invoices.	\$3,455.77
33290	76	BURNETTE - DELLINGER INC.	02/14/22	Bond Renewal-Kiplinger, Giselbach	\$300.00
33291	77	COVELL CONSTRUCTION & S	02/14/22	Snow removal 1/24, 1/25, 1/28, 2/3, 2/4	\$855.00
33292	78	ENA SERVICES LLC	02/14/22	VoIP	\$273.16
33293	79	FRONTIER	02/14/22	Service for Frankton	\$213.47
33294	80	GAYLORD BROS.	02/14/22	Archival boxes for Summitville	\$125.35
33295	81	INDIANA-AMERICAN WATER C	02/14/22	Service for Summitville	\$22.46
33297	82	MIDWEST TAPE	02/14/22	As per attached invoices.	\$694.37
33296	83	MICHAEL ROBERTSON	02/14/22	Travel reimbursement 232 miles @ \$.44 = \$102.08	\$102.08
33299	84	NICHE ACADEMY	02/14/22	Annual Subscription Renewal	\$1,600.00
33300	85	NUGENT ELECTRIC INC.	02/14/22	Lights and Labor	\$783.01
33301	86	OFFICE DEPOT	02/14/22	4 boxes copy paper	\$119.96
33302	87	ORIENTAL TRADING COMPAN	02/14/22	Craft supplies- Elwood & Summitville	\$32.72
33303	88	RICOH USA, INC	02/14/22	Copies for Elwood	\$121.14
33304	89	ROBY'S, INC.	02/14/22	Leak repair @ Elwood	\$357.00
33305	90	RYAN BURRIS	02/14/22	Travel reimbursement 280 @ \$.44 = 123.20	\$123.20
33306	91	SARAH FOX	02/14/22	Petty Cash	\$30.79
33308	92	TOPS HOME CENTER	02/14/22	As per attached invoices.	\$72.43
33309	93	USI, INC	02/14/22	Laminating pouches	\$22.56
33310	94	VASEY COMMERCIAL, INC.	02/14/22	Frankton contract	\$288.00
33311	95	VICTORIA WALSER	02/14/22	Petty cash	\$16.58
33312	96	WORLD ARCHIVES	02/14/22	Newspaper Archives Database	\$1,193.00
0	97	INDIANA PUBLIC RETIREMENT	02/16/22	PERF Deposit	\$2,348.96
0	98	EFTPS	02/16/22	Federal Tax Deposit	\$5,119.98
0	99	GREAT-WEST RETIREMENT S	02/14/22	Payroll Ending 02/12/22	\$266.00
0	100	GREAT-WEST RETIREMENT S	02/14/22	IN Def Comp Emp Matching Plan-Robertson	\$201.42
33307	101	STAPLES	02/14/22	Office supplies/Toner	\$139.89
33298	102	MIDWEST TURF AND FORAGE	02/14/22		\$200.00
0	104	CENTERPOINT ENERGY	02/24/22	Service for Elwood & Frankton	\$1,855.59

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
0	107	INDIANA MICHIGAN POWER C	02/24/22	Service for Elwood, Summitville	\$2,169.65
0	110	UNITED HEALTHCARE	02/24/22	Emp Health Insurance 3/1 - 3/31	\$8,627.75
0	112	SYNCB/AMAZON	02/24/22	As per attached invoices.	\$3,965.34
0	114	AFLAC	02/24/22	February Withholdings	\$214.26
0	115	PAYROLL	02/16/22	PAYROLL	\$20,585.30
0	117	INDIANA DEPARTMENT OF RE	02/24/22	February Withholdings	\$2,336.38
0	130	STAR FINANCIAL BANK	02/28/22	February Service Charge	\$10.50
Total Amount of Claims					\$95,389.11

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 14, 2022

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$95,389.11

Date this _____ day of _____, 20____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Receipt Listing

North Madison County Public Library System

Report Date: From 02/01/22 To 02/28/22

Receipt #	Date	Name	Explanation	Bank	Total
40	02/02/22	PAYROLL		1	\$6,075.46
41	02/01/22	Sarah Huffman	FINES & FEES - RECEIPT #15381	1	\$33.35
45	02/02/22	Sarah Huffman	FINES & FEES - RECEIPT #15382	1	\$19.10
46	02/02/22	Stacey Jones	FINES & FEES - RECEIPT #15383	1	\$35.05
47	02/07/22	Katie Schiffner	FINES & FEES - RECEIPT #15384	1	\$26.65
48	02/07/22	Todd Buckmaster	FINES & FEES - RECEIPT #15385	1	\$7.95
49	02/08/22	Stacey Jones	FINES & FEES - RECEIPT #15386	1	\$6.50
50	02/08/22	Barbara Lawrence	FINES & FEES - RECEIPT #15387	1	\$16.10
51	02/08/22	Sarah Huffman	FINES & FEES - RECEIPT #15388	1	\$29.90
52	02/08/22	Madison County Treasurer	Feb 2022 LIT Disbursement-Receipt #15389	1	\$21,731.58
53	02/09/22	Tori Walser	FINES & FEES - RECEIPT #15390	1	\$41.20
54	02/11/22	Tori Walser	FINES & FEES - RECEIPT #15392	1	\$43.93
55	02/10/22	Sarah Huffman	FINES & FEES - RECEIPT #15391	1	\$7.85
56	02/11/22	Auditor of State of Indiana	Evergreen Payment Q2 2021	1	\$272.43
57	02/14/22	Daikan Metz	FINES & FEES - RECEIPT #15394	1	\$12.25
58	02/14/22	Todd Buckmaster	FINES & FEES - RECEIPT #15395	1	\$15.35
59	02/15/22	Tori Walser	FINES & FEES - RECEIPT #15396	1	\$15.45
60	02/15/22	Sarah Fox	FINES & FEES - RECEIPT #15397	1	\$19.10
61	02/16/22	Katie Schiffner	FINES & FEES - RECEIPT #15398	1	\$12.90
62	02/17/22	Sarah Huffman	FINES & FEES - RECEIPT #15399	1	\$10.35
63	02/17/22	Stacey Jones	FINES & FEES - RECEIPT #15400	1	\$84.59
64	02/22/22	Todd Buckmaster	FINES & FEES - RECEIPT #15401	1	\$21.15
65	02/22/22	Sarah Fox	FINES & FEES - RECEIPT #15402	1	\$25.20
66	02/22/22	Katie Schiffner	FINES & FEES - RECEIPT #15403	1	\$13.78
67	02/22/22	Sarah Huffman	FINES & FEES - RECEIPT #15404	1	\$0.80
68	02/23/22	Tori Walser	FINES & FEES - RECEIPT #15405	1	\$27.95
69	02/23/22	Stacey Jones	FINES & FEES - RECEIPT #15406	1	\$38.49
70	02/24/22	Todd Buckmaster	FINES & FEES - RECEIPT #15407	1	\$24.24
71	02/16/22	PAYROLL		1	\$5,979.19
72	02/25/22	Sarah Huffman	FINES & FEES - RECEIPT #15408	1	\$8.70
73	02/28/22	Sarah Huffman	FINES & FEES - RECEIPT #15410	1	\$10.50
74	02/28/22	Sarah Huffman	FINES & FEES - RECEIPT #15409	1	\$64.30
76	02/28/22	Todd Buckmaster	FINES & FEES - RECEIPT #15411	1	\$22.70
77	02/28/22	First Farmers Bank & Trust	February Interest	4	\$14.07

<i>Receipt #</i>	<i>Date</i>	<i>Name</i>	<i>Explanation</i>	<i>Bank</i>	<i>Total</i>
78	02/28/22	Star Financial	February Interest	2	\$1.94
79	02/28/22	Star Financial Bank	February Interest	1	\$6.87
				<i>Total All Receipts</i>	\$34,776.92

Monday, March 14, 2022

Fiscal Officer

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

* * * Communication Result Report (Mar. 10. 2022 2:18PM) * * *

1)
2)

Date/Time: Mar. 10. 2022 2:13PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4738 Memory TX	Summitville FAX	P. 1	OK	

Reason for error

- | | |
|---------------------------------|---|
| E. 1) Hang up or line fail | E. 2) Busy |
| E. 3) No answer | E. 4) No facsimile connection |
| E. 5) Exceeded max. E-mail size | E. 6) Destination does not support IP-Fax |

Agenda

March 14, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 - 1. Hotspot Lending Policy
 - 2. Additional Hotspots
 - 3. Elwood's Lead Boiler Relay Board Replacement
 - 4. Metal and Folding Chairs and Tables at Summitville
- Director's Report
- Public Comment
- Adjournment

* * * Communication Result Report (Mar. 10. 2022 2:18PM) * * *

2}

Date/Time: Mar. 10. 2022 2:13PM

File No. Mode	Destination	Pg (s)	Result	Page Not Sent
4737 Memory TX	Frankton FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail

E. 3) No answer

E. 5) Exceeded max. E-mail size

E. 2) Busy

E. 4) No facsimile connection

E. 6) Destination does not support IP-Fax

Agenda

March 14, 2022

North Madison County Public Library System
Board of TrusteesElwood Public LibraryRegular Meeting
4:30 P.M.

Call to Order
 Call for Quorum
 Consent Agenda
 Minutes
 Claims Register & Checks
 Personnel
 Old Business
 New Business
 1. Hotspot Lending Policy
 2. Additional Hotspots
 3. Elwood's Lead Boiler Relay Board Replacement
 4. Metal and Folding Chairs and Tables at Summitville
 Director's Report
 Public Comment
 Adjournment

1}
2}

Date/Time: Mar. 10. 2022 2:12PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4736 Memory TX	call leader	P. 1	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

March 14, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 - 1. Hotspot Lending Policy
 - 2. Additional Hotspots
 - 3. Elwood's Lead Boiler Relay Board Replacement
 - 4. Metal and Folding Chairs and Tables at Summitville
- Director's Report
- Public Comment
- Adjournment

Please Publish

* * * Communication Result Report (Mar. 10. 2022 2:16PM) * * *

1)
2)

Date/Time: Mar. 10. 2022 2:12PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
4735	Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 3) No answer
- E. 5) Exceeded max. E-mail size

- E. 2) Busy
- E. 4) No facsimile connection
- E. 6) Destination does not support IP-Fax

Agenda

March 14, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 1. Hotspot Lending Policy
 2. Additional Hotspots
 3. Elwood's Lead Boiler Relay Board Replacement
 4. Metal and Folding Chairs and Tables at Summitville
- Director's Report
- Public Comment
- Adjournment

Please Publish

Agenda

April 11, 2022

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 - 1. Job Descriptions
 - a. Adult Services Manager
 - b. Branch Manager
 - 2. Budget Training and Review Session
- Director's Report
- Public Comment
- Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Ralph E. Hazelbaker Library
Regular Meeting
April 11, 2022
4:30 PM

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on April 11, 2022 in the meeting room of the Ralph E Hazelbaker Library in Summitville.

CALL FOR QUORUM

Present were members Glenn Eddleman, Mary Kiplinger, Kathy Small, Larry Watson and Kenny Giselbach. Also in attendance were Director Jamie Scott, Administrative Assistant Sheri Wallace, Hazelbaker Branch Manager Sarah Fox, and David Baney with Baney Excavating.

CONSENT AGENDA

Kathy Small made a motion to approve the consent agenda. Kenny Giselbach seconded and the motion carried. The members signed the minutes and claims register. Treasurer Mary Kiplinger signed checks.

OLD BUSINESS

Summitville Drainage

David Baney spoke with the Board of Trustees about the guttering and drainage from the roof of the Hazelbaker. He feels instead of redirecting the existing downspouts, the more effective solution is to extend the roofline out to the edge of the building. Mr. Baney will also put together some tentative numbers for the pavilion so we will have some guidelines. Director Scott will be looking into grants to help pay the construction costs.

NEW BUSINESS

Job Descriptions-

Director Scott would like to add the following items added to the existing job descriptions:

- a. Adult Services Manager: Remove: circulation area Add: adult service department which includes the Indiana Room
Add: and performs clerk duties when necessary as listed in the clerk job description.
- b. Branch Manager: Add: and performs clerk duties when necessary.

Mary Kiplinger moved to add these changes to the job descriptions. Kathy Small made a second and the motion carried.

Budget Training and Review Session

Director Scott presented a review of the budget timeline and the procedures and dates that are required for each budget year. Tax income and expenditures of the North Madison County Public Library System were reviewed.

Directors Report

The cost of our recent audit was \$2,801.00. Kenny Giselbach appointment to the board was renewed for four years. Our chiller is on the way. Perfection will need to add piping. We need to extend the concrete pad. Madison Grant school had a silent auction. Director Scott donated genealogy services. Peggy Shaffer at Hazelbaker donated "Dress for Success" session and the Superintendent of Madison Grant won the bid. Director Scott will be providing everyone with an updated copy of IN Public Trust.

Public Comment

There were no public comments.

Adjournment

President Eddleman adjourned the meeting by consent.

Kathy Small, Secretary
Kathy Small, Secretary

Mary E. Kplinger
Beverly J. Austin
Glenn Eddleman

Laura Watson
Lisa A. Holch

Register Of Claims

North Madison County Public Library System

Report Date: From 03/01/22 To 03/31/22

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	124	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,988.40	03/02/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,290.34		
			Medicare	Empl.Share FICA&Medicare	\$301.78		
			Operating Fund	Empl.Share FICA&Medicare	\$1,290.34		
			Operating Fund	Empl.Share FICA&Medicare	\$301.78		
				Total this claim =	\$5,172.64		
0	162	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$2,003.67	03/30/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,324.22		
			Medicare	Empl.Share FICA&Medicare	\$309.71		
			Operating Fund	Empl.Share FICA&Medicare	\$1,324.22		
			Operating Fund	Empl.Share FICA&Medicare	\$309.71		
				Total this claim =	\$5,271.53		
0	161	INDIANA PUBLIC RETIREMENT	PERF	Empl.Share FICA&Medicare	\$497.17	03/30/22	PERF Deposit
			Operating Fund	Emp Cont PERF	\$1,856.08		
				Total this claim =	\$2,353.25		
0	158	GREAT-WEST RETIREMENT S	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	03/14/22	IN Def Comp Empl Matching Plan- Robertson
				Total this claim =	\$201.42		
0	157	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$266.00	03/14/22	Payroll Ending 3/12
				Total this claim =	\$266.00		
0	156	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$2,007.41	03/16/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,319.67		
			Medicare	Empl.Share FICA&Medicare	\$308.64		
			Operating Fund	Empl.Share FICA&Medicare	\$1,319.67		
			Operating Fund	Empl.Share FICA&Medicare	\$308.64		
				Total this claim =	\$5,264.03		

<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	155	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Empl.Share FICA&Medicare Emp Cont PERF	\$496.63 \$1,854.03	03/16/22	PERF Deposit
				Total this claim =	<u>\$2,350.66</u>		
0	163	CARDMEMBER SERVICE	Operating Fund Operating Fund Operating Fund	Telephone & Telegraph Professional Meetings Furniture & Equipment	\$406.66 \$80.00 \$189.92	03/30/22	At&T, MCLS, & Lowes-new microwave
				Total this claim =	<u>\$676.58</u>		
0	123	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Empl.Share FICA&Medicare Emp Cont PERF	\$496.27 \$1,852.69	03/02/22	PERF Deposit
				Total this claim =	<u>\$2,348.96</u>		
0	160	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,674.40 \$17,575.27 \$1,071.20	03/16/22	PAYROLL
				Total this claim =	<u>\$21,320.87</u>		
0	180	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.29	03/30/22	March Service Charge
				Total this claim =	<u>\$10.29</u>		
0	126	CENTERPOINT ENERGY	Operating Fund	Gas	\$267.18	03/02/22	Service for Summitville
				Total this claim =	<u>\$267.18</u>		
0	127	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$266.00	03/02/22	Payroll ending 2/26/22
				Total this claim =	<u>\$266.00</u>		
0	128	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,674.40 \$17,102.15 \$1,071.20	03/02/22	PAYROLL
				Total this claim =	<u>\$20,847.75</u>		
0	129	GREAT-WEST RETIREMENT S	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	03/02/22	IN Def Comp Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	131	AT&T	Operating Fund	Telephone & Telegraph	\$406.66	03/14/22	Service for Elwood
				Total this claim =	<u>\$406.66</u>		
0	153	SYNCB/AMAZON	Operating Fund	Elwood AV	\$372.45	03/14/22	As per attached invoices.
			Operating Fund	Frankton AV	\$375.06		
			Operating Fund	Summitville AV	\$375.06		
			Operating Fund	Frankton	\$42.97		
			Operating Fund	Technology Equipment	\$153.34		
			Operating Fund	Elwood YA	\$15.95		
			Operating Fund	Office Supplies	\$61.89		
			Operating Fund	Elwood Adult	\$52.97		
			Operating Fund	Summitville	\$23.98		
			Operating Fund	Book Processing	\$29.73		
			Operating Fund	Elwood Adult Programing	\$24.99		
				Total this claim =	<u>\$1,528.39</u>		
0	173	GREAT-WEST RETIREMENT S	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	03/30/22	IN Def Comp Matching Plan-robotson
				Total this claim =	<u>\$201.42</u>		
0	179	INDIANA DEPARTMENT OF W	Operating Fund	Employee Benefits	\$665.50	03/30/22	1st Qtr SUTA Tax
				Total this claim =	<u>\$665.50</u>		
0	166	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,786.97	03/30/22	Service for Elwood, Summitville
			Operating Fund	Electricity	\$17.61		
			Operating Fund	Electricity	\$452.08		
				Total this claim =	<u>\$2,256.66</u>		
0	178	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	03/30/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,648.24		
			Operating Fund	Wages of Janitor	\$1,071.20		
				Total this claim =	<u>\$21,393.84</u>		
0	177	AT&T	Operating Fund	Telephone & Telegraph	(\$406.66)	03/30/22	Correcting voucher #131 AT&T bill paid by credit card
				Total this claim =	<u>(\$406.66)</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	176	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$2,509.61	03/30/22	March Withholdings
			County Tax Withheld	Payroll Deductions	\$1,035.14		
				Total this claim =	<u>\$3,544.75</u>		
0	175	AFLAC	AFLAC	Payroll Deductions	\$321.39	03/30/22	March Withholdings
				Total this claim =	<u>\$321.39</u>		
0	169	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$1,184.82	03/30/22	Employee Health Insurance 4/1-4/30
			Operating Fund	Emp Cont Group Ins	\$7,442.93		
				Total this claim =	<u>\$8,627.75</u>		
0	105	CARDMEMBER SERVICE	Operating Fund	Fuel, Oil and Lubricants	\$8.61	03/02/22	As per attached invoices.
				Total this claim =	<u>\$8.61</u>		
0	172	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$266.00	03/30/22	Payroll Ending 3/26/22
				Total this claim =	<u>\$266.00</u>		
0	164	CENTERPOINT ENERGY	Operating Fund	Gas	\$860.15	03/30/22	Service for Elwood, Frankton, Summitville
			Operating Fund	Gas	\$224.04		
			Operating Fund	Gas	\$172.81		
				Total this claim =	<u>\$1,257.00</u>		
33314	103	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$93.00	03/02/22	Pest control Frankton, Elwood, Summitville
			Operating Fund	Professional Services	\$93.00		
			Operating Fund	Professional Services	\$93.00		
				Total this claim =	<u>\$279.00</u>		
33315	122	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$175.00	03/02/22	Frankton-Salt 2/18, 2/24, 2/25
				Total this claim =	<u>\$175.00</u>		
33316	106	DOLLAR GENERAL-REGIONS 4	Gift	Frankton Programing	\$9.00	03/02/22	Programing Frankton
				Total this claim =	<u>\$9.00</u>		
33317	118	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,377.92	03/02/22	Internet Jan 2022
				Total this claim =	<u>\$1,377.92</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>
33318	121	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$160.00	03/02/22	Summitville salt - 1/23, 1/24, 1/25, 1/28 Elwood - 1/25
			Operating Fund	Professional Services	\$80.00		
				Total this claim =	<u>\$240.00</u>		
33319	116	JEAN HENDRICKS	AFLAC	Payroll Deductions	\$14.28	03/02/22	Refund of February payroll withholding for AFLAC and Liberty National insurance which is no longer in effect.
			Liberty National	Payroll Deductions	\$16.40		
				Total this claim =	<u>\$30.68</u>		
33320	108	RICOH USA, INC	Operating Fund	Office Supplies	\$120.36	03/02/22	Copies for Frankton, Summitville
			Operating Fund	Office Supplies	\$16.39		
				Total this claim =	<u>\$136.75</u>		
33321	120	ROSE PEST SOLUTIONS	Operating Fund	Professional Services	\$95.00	03/02/22	Pest control for Frankton, Summitville, Elwood
			Operating Fund	Professional Services	\$95.00		
			Operating Fund	Professional Services	\$95.00		
				Total this claim =	<u>\$285.00</u>		
33322	113	STAPLES	Operating Fund	Office Supplies	\$53.58	03/02/22	Office supplies
				Total this claim =	<u>\$53.58</u>		
33323	119	TOWN OF FRANKTON	Operating Fund	Electricity	\$349.41	03/02/22	Service for Frankton
			Operating Fund	Water	\$26.70		
			Operating Fund	Waste Disposal Services	\$20.75		
				Total this claim =	<u>\$396.86</u>		
33324	109	TRONITECH	Operating Fund	Professional Services	\$380.00	03/02/22	Repair Minolta
				Total this claim =	<u>\$380.00</u>		
33325	111	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$113.35	03/02/22	Copier lease Elwood
				Total this claim =	<u>\$113.35</u>		
33326	125	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$152.26	03/02/22	Service for Elwood
			Operating Fund	Waste Disposal Services	\$199.76		
				Total this claim =	<u>\$352.02</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>
33327	132	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,291.35	03/14/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$618.62		
			Operating Fund	Elwood YA	\$246.83		
			Operating Fund	Frankton	\$697.64		
			Operating Fund	Summitville	\$617.01		
				Total this claim =	<u>\$3,471.45</u>		
33328	152	BLACKARD AND GEIGER, LTD	Operating Fund	Professional Services	\$940.00	03/14/22	Art appraisal of J Ottis Adams, Two Oils by T.C. Steele, A Still Life of Flowers, A Watercolor be Floyd D. Hopper
				Total this claim =	<u>\$940.00</u>		
33329	150	DOLLAR GENERAL-REGIONS 4	Operating Fund	Cleaning & Sanitation Supplies	\$65.50	03/14/22	Cleaning supplies, programing
			Operating Fund	Frankton Programing	\$6.00		
				Total this claim =	<u>\$71.50</u>		
33330	133	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$75.25	03/14/22	Legal notice AFR 2021
				Total this claim =	<u>\$75.25</u>		
33331	134	ELWOOD CHAMBER OF COMM	Operating Fund	Dues	\$185.00	03/14/22	2022 Lightpole Banner Renewal, 2022 Membership
				Total this claim =	<u>\$185.00</u>		
33332	135	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$128.50	03/14/22	Fire Extinguisher Inspection-Elwood,
			Operating Fund	Professional Services	\$785.95		Summitville:Quarterly Wet/Dry Sprinkler
			Operating Fund	Professional Services	\$500.00		& Fire Alarm Inspection
				Total this claim =	<u>\$1,414.45</u>		
33333	136	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$273.16	03/14/22	VoIP and Internet
			St Technology Fund Gra	Telephone & Telegraph	\$1,377.92		
				Total this claim =	<u>\$1,651.08</u>		
33334	137	FRONTIER	Operating Fund	Telephone & Telegraph	\$213.72	03/14/22	Service for Frankton
				Total this claim =	<u>\$213.72</u>		
33335	159	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$400.00	03/14/22	Snow Removal & Salting for Summitville
				Total this claim =	<u>\$400.00</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>
33336	138	INDIANA MEDIA GROUP	Operating Fund	Dues	\$71.15	03/14/22	Legal Notice-AFR 2022
				Total this claim =	<u>\$71.15</u>		
33337	139	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$22.46	03/14/22	Service for Summitville
				Total this claim =	<u>\$22.46</u>		
33338	141	MIDDLEBURY PUBLIC LIBRARY	Operating Fund	Dues	\$50.00	03/14/22	2022 NICCL Dues
				Total this claim =	<u>\$50.00</u>		
33339	140	MIDWEST TAPE	Operating Fund	Frankton AV	\$162.45	03/14/22	As per attached invoices.
			Operating Fund	Elwood AV	\$732.75		
			Operating Fund	Summitville AV	\$262.41		
			Operating Fund	Book Processing	\$168.99		
				Total this claim =	<u>\$1,326.60</u>		
33340	151	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$51.95	03/14/22	Program supplies - YS
				Total this claim =	<u>\$51.95</u>		
33341	142	PSI PLASTIC GRAPHICS	Operating Fund	Office Supplies	\$255.36	03/14/22	1064 Library cards last #2041910045230, Barcode labels Elwood last #30419101538002
			Operating Fund	Book Processing	\$120.00		
				Total this claim =	<u>\$375.36</u>		
33342	143	RICOH USA, INC	Operating Fund	Office Supplies	\$104.49	03/14/22	Copies for Elwood
				Total this claim =	<u>\$104.49</u>		
33343	144	RYAN BURRIS	Operating Fund	Traveling Expense	\$128.48	03/14/22	Mileage reimbursement 292 miles @ \$.44 = \$128.48
				Total this claim =	<u>\$128.48</u>		
33344	145	SARAH FOX	Operating Fund	Postage & UPS	\$4.33	03/14/22	Petty Cash
			Operating Fund	Summitville Programing	\$45.04		
				Total this claim =	<u>\$49.37</u>		
33345	146	STACEY JONES	Operating Fund	Postage & UPS	\$8.66	03/14/22	Petty Cash
			Operating Fund	Frankton Programing	\$2.50		
				Total this claim =	<u>\$11.16</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>
33346	147	STAPLES	Operating Fund	Office Supplies	\$57.60	03/14/22	Office supplies
				Total this claim =	<u>\$57.60</u>		
33347	148	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$39.98	03/14/22	Ice Melt
				Total this claim =	<u>\$39.98</u>		
33348	149	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$1,313.55	03/14/22	Repairs @ Elwood
			Operating Fund	Professional Services	\$2,330.68		
				Total this claim =	<u>\$3,644.23</u>		
33349	165	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$152.26	03/30/22	Service for Elwood
			Operating Fund	Waste Disposal Services	\$199.76		
				Total this claim =	<u>\$352.02</u>		
33350	167	STACEY JONES	Operating Fund	Frankton Programing	\$40.00	03/30/22	Petty Cash
				Total this claim =	<u>\$40.00</u>		
33351	168	TOWN OF FRANKTON	Operating Fund	Electricity	\$339.77	03/30/22	Service for Frankton
			Operating Fund	Water	\$26.70		
			Operating Fund	Waste Disposal Services	\$23.45		
				Total this claim =	<u>\$389.92</u>		
33352	170	VICTORIA WALSER	Operating Fund	Elwood Adult Programing	\$8.29	03/30/22	Petty Cash
				Total this claim =	<u>\$8.29</u>		
33353	171	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$113.35	03/30/22	Copier Lease - Elwood
				Total this claim =	<u>\$113.35</u>		
33354	174	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$146.35	03/30/22	Service for Summitville
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	<u>\$146.35</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
Total Amount of Claims					\$126,124.26		

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 11, 2022

Mary E. Kiplinger
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 April, 2022.

<i>Kathy Small</i>	<i>Lana Watson</i>	
<i>Dennis Eddleman</i>		
<i>Kenny Dinkelbach</i>		

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

NMCPLS Job Description

Job Title: Manager, Adult Services
Department: Adult Services
Reports To: Director
FLSA Status: Nonexempt
Prepared By: Director
Prepared Date: June 2008
Approved By: Board of Trustees
Review & Approve Date: July 2008, July 2016, August 2016, May 2018, May 2019, April 2022

SUMMARY

Manages operations of the ~~Remove: circulation area~~ ~~add: adult services department which includes the Indiana Room~~ by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

1. Plans, organizes, supervises, and coordinates work of subordinates in delivering library services. This includes overseeing the circulation desk operations, duties and monitoring cash. Also includes supervising of the opening and closing of the building.
2. Plans, prepares, presents, attends and markets library programs in and outside of the library for adults to encourage lifelong learning and to meet community needs. Supervises, leads, assists and inspires the adult services staff to do the same.
3. Develops and sustains community partnerships with local organizations.
4. Plans and coordinates activities related to collections including selection, processing, weeding, basic cleaning/repairing, and shelving.
5. Oversees registration of patrons, charging and discharging of materials (including interlibrary loans), organization of incoming materials, and distribution of materials to appropriate areas.
6. Supervises collection and accounting of departmental fines and fees.
7. Plans and coordinates activities related to services for adult and special needs patrons.
8. Directly assists patrons in locating information, selecting materials, using equipment. ~~Add: and performs clerk duties when necessary as listed in the clerk job description.~~
9. Furnishes information on activities, facilities and rules through displays and written materials.
10. Maintains an attractive and inviting atmosphere in the department; requests supplies and equipment.
11. Coordinates volunteer services.
12. Maintains regular communication, both formal and informal, with all other personnel.
13. Participates in professional development activities that follow the requirements of IC 36-12-11-6 and 590 IAC 5 rule entitled Librarian Certification. Seventy-five (75) library education units (LEUs), Twenty (20) hours will be computer or technology related, are required every 5 years with at least 15 LEUs required every year until 75 LEUs are obtained unless special circumstances arise. If the certification is not kept renewed by the staff member, the library will be at risk of losing state and federal funds; therefore, the employee may be at risk of disciplinary action up to and including termination. Refer to the certification manual for a definition of LEUs at <http://continuinged.isl.in.gov/certification/>.

SUPERVISORY RESPONSIBILITIES: Directly supervises employees in Adult Services. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, recommending candidates for hire, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE: The North Madison County Public Library System follows the requirements of IC 36-12-11-6 and 590 IAC 5 rule entitled Librarian Certification. An associate's degree or 60 college credit hours from

an accredited college or university is required plus at least a Librarian Certificate 5. The staff member is required to renew their certification every 5 years with the Indiana State Library at the employee's cost of \$50.00 which includes verifying that 75 LEUs have been obtained. For more information please read the Indiana Public Library Certification Manual available at <http://continuinged.isl.in.gov/certification/>.

LANGUAGE SKILLS: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

MATHEMATICAL SKILLS: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ration, percent; and to draw and interpret bar graphs.

REASONING ABILITY: To perform this job successfully, an individual must be able to define problems, collect data, establish facts, and draw valid conclusions; plan and organize work.

CERTIFICATES, LICENSES, REGISTRATIONS: Valid Indiana drivers' license. This position is required to have a Library Certificate 5 (LC5) or a temporary certificate which can be held for 3 years while working toward certification and is obtained from the Indiana State Library.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel, reach with hands and arms, talk or hear. The employee frequently is required to stand, walk, and sit. The employee is occasionally required to climb or balance, stoop, kneel, crouch, or crawl, and taste or smell. The employee must regularly lift and or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work is primarily performed at the Elwood Public Library, but requires visits to branches and other locations. Noise level in the work environment is usually moderate.

SAFETY-SENSITIVE POSITION: The duties and responsibilities of this position involve operation of a motor vehicle to travel between branch facilities and other locations. As a result, this position is considered a safety-sensitive position under the Library's drug and alcohol testing policy.

NMCPLS Job Description

Job Title: Manager, Branch
Department: Branch
Reports To: Director
FLSA Status: Nonexempt
Prepared By: Director
Prepared Date: June 2008
Approved By: Board of Trustees
Review & Approve Date: July 2008, July 2016, August 2016, May 2018, May 2019

SUMMARY: Manages library activities at a branch facility.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

1. Plans, organizes, supervises and coordinates work of subordinates in delivering library services.

2. Plans, prepares, presents, attends, and markets library programs in and outside of the library for all ages to encourage reading, viewing, listening and use of library materials and facilities, to encourage lifelong learning and to meet community needs. Supervises, leads, assists and inspires the branch staff to do the same.

3. Develops and sustains community partnerships.

4. Directly assists patrons in locating information, selecting materials, using equipment. Add: and performs clerk duties when necessary as listed in the clerk job description.

5. Plans and coordinates activities related to collections including selection, processing, weeding, basic cleaning/repairing, and shelving.

6. Plans and coordinates activities related to services for patrons of all ages in the community.

7. Oversees registration of patrons, charging and discharging of materials (including interlibrary loans), organization of incoming materials, and distribution of materials to appropriate areas.

8. Supervises collection and accounting of fines and fees; responsible for regular deposit of funds and reconciling petty cash account.

9. Furnishes information on activities, facilities and rules through displays and written materials.

10. Monitors security and maintenance of facility and grounds; maintains an attractive and inviting atmosphere in the facility; requests supplies and equipment as needed.

11. Maintains regular communication, both formal and informal, with all other personnel.

12. Participates in professional development activities that follow the requirements of IC 36-12-11-6 and 590 IAC 5 rule entitled Librarian Certification. Seventy-five (75) library education units (LEUs), Twenty (20) hours will be computer or technology related, are required every 5 years at least 15 LEUs required every year until 75 LEUs are obtained unless special circumstances arise. If the certification is not kept renewed by the staff member, the library will be at risk of losing state and federal funds; therefore, the employee may be at risk of disciplinary action up to and including termination. Add: Refer to the certification manual for a definition of LEUs at <http://continuinged.isl.in.gov/certification/>.

SUPERVISORY RESPONSIBILITIES: Directly supervises employees in the branch facility. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities including interviewing, recommending candidates for hire, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE: The North Madison County Public Library System follows the requirements of IC 36-12-11-6 and 590 IAC 5 rule entitled Librarian Certification. An associate's degree or 60 college credit hours from an accredited college or university is required plus at least a Librarian Certificate 5. The staff member is required to renew their certification every 5 years with the Indiana State Library at the employee's cost of \$50.00 which includes verifying that 75 LEUs have been obtained. For more information please read the Indiana Public Library Certification

Manual available at <http://continuinged.isl.in.gov/certification> .

LANGUAGE SKILLS: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

MATHEMATICAL SKILLS: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ration, percent; and to draw and interpret bar graphs.

REASONING ABILITY: To perform this job successfully, an individual must be able to define problems, collect data, establish facts, and draw valid conclusions; plan and organize work.

OTHER: Strong interpersonal and human relations skills, written and oral communication skills. High degree of flexibility, organization, and capacity to multitask. All employees are expected to demonstrate/develop basic keyboard skills; operate automated circulation and catalog stations, AV equipment, telephones, microfilm printer-readers, FAX machines, photocopiers and laminators.

CERTIFICATES, LICENSES, REGISTRATIONS: Valid Indiana drivers' license. This position is required to have a Library Certificate 5 (LC5) or a temporary certificate which can be held for 3 years while working toward certification and is obtained from the Indiana State Library.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand, walk, and sit. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close, distance, color and peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work is primarily performed in the assigned branch facility, but requires visits to the main facility, schools, and other locations. Noise level in the work environment is usually moderate.

SAFETY-SENSITIVE POSITION: The duties and responsibilities of this position involve operation of a motor vehicle to travel between branch facilities and other locations. As a result, this position is considered a safety-sensitive position under the Library's drug and alcohol testing policy.

Financial Report

North Madison County Public Library System

Report Dates = 03/01/22 to 03/31/22

Fund	Start of year	Start of Month	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
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I. General

100	Operating Fund	\$974,473.44	\$829,138.55	\$105,135.87	\$295,757.36	\$22,695.68	\$67,982.28
102	Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105	Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal		\$974,473.44	\$829,138.55	\$105,135.87	\$295,757.36	\$22,695.68	\$67,982.28

2. Special Revenue

200	Gift	\$52,477.48	\$46,857.48	\$9.00	\$8,469.00	\$5,230.00	\$8,070.00
201	Rainy Day Fund	\$154,222.62	\$154,222.62	\$0.00	\$0.00	\$0.00	\$154,222.62
203	Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
226	F'nk Bldg Project Gift	\$1,313.58	\$1,313.58	\$0.00	\$0.00	\$0.00	\$1,313.58
227	Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
228	Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
276	St Technology Fund Grant Fund	\$0.00	\$13,047.93	\$2,755.84	\$4,133.76	\$0.00	\$14,425.85
277	F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
278	Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal		\$208,013.68	\$215,441.61	\$2,764.84	\$12,602.76	\$5,230.00	\$22,495.85

3. Debt Service

301	Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

4. Capital Projects

4	LIRF	\$84,370.99	\$84,370.99	\$0.00	\$0.00	\$0.00	\$84,370.99
405	LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal		\$84,370.99	\$84,370.99	\$0.00	\$0.00	\$0.00	\$84,370.99

5. Clearing

800	PLAC	\$0.00	\$0.00	\$0.00	\$0.00	\$65.00	\$65.00
801	Evergreen Indiana	\$68.35	\$83.90	\$0.00	\$68.35	\$19.75	\$103.65
803	Federal Tax Withheld	\$0.00	\$0.00	\$5,999.48	\$16,196.74	\$5,999.48	\$16,196.74
804	FICA	\$0.00	\$0.00	\$3,934.23	\$9,702.00	\$3,934.23	\$9,702.00
805	Medicare	\$0.00	\$0.00	\$2,269.12	\$2,269.12	\$2,269.12	\$2,269.12
806	State Tax Withheld	\$0.00	\$0.00	\$2,509.61	\$6,130.31	\$2,509.61	\$6,130.31
807	County Tax Withheld	\$0.00	\$0.00	\$1,035.14	\$2,564.00	\$1,035.14	\$2,564.00
808	PERF	\$0.00	\$0.00	\$1,490.07	\$3,746.64	\$1,490.07	\$3,746.64
809	Annuity	\$0.00	\$0.00	\$798.00	\$1,862.00	\$798.00	\$1,862.00
810	Insurance	\$0.00	\$0.00	\$1,184.82	\$2,764.58	\$1,184.82	\$2,764.58
811	Garnishment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
812	AFLAC	\$0.00	\$14.28	\$335.67	\$822.72	\$321.39	\$822.72
813	Liberty National	\$0.00	\$16.40	\$16.40	\$16.40	\$0.00	\$16.40
814	Empower	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
815	Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
825	Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal		\$68.35	\$114.58	\$18,223.55	\$46,142.86	\$18,277.62	\$46,243.16
Grand Total		\$1,266,926.46	\$1,129,065.73	\$126,124.26	\$354,502.98	\$46,203.30	\$1,049,144.77

Total all banks = \$1,049,144.77

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Bank Balances

North Madison County Public Library System

Report as of: 03/31/22

<i>Bank</i>		
1	Star Financial Bank	\$781,726.34
2	Star Financial Bank (2)	\$63,448.20
3	Community Bank/Summitville	\$0.00
4	First Farmers Bank & Trust	\$203,710.23
5	PNC Bank	\$0.00
6	Main Source Bank	\$0.00
7	Petty Cash & Cash Drawer	\$260.00
8	National City Bank (2)	\$0.00
9	First Farmers Bank & Trust (2)	\$0.00
<i>Total all banks =</i>		<i>\$1,049,144.77</i>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Appropriation Report for 100 Operating Fund
North Madison County Public Library System

Report Date: From 03/01/22 To 03/31/22

<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>
<i>1. Personal Services</i>							
1.11 Salary of Director	\$69,600.00	\$0.00	\$69,600.00	\$8,023.20	\$18,720.80	\$50,879.20	73.1
1.12 Salary of Assistants	\$602,858.00	\$0.00	\$602,858.00	\$52,325.66	\$130,531.00	\$472,327.00	78.3
1.13 Wages of Janitor	\$40,000.00	\$0.00	\$40,000.00	\$3,213.60	\$7,498.40	\$32,501.60	81.3
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$665.50	\$699.97	\$5,300.03	88.3
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$52,000.00	\$0.00	\$52,000.00	\$4,854.36	\$11,971.12	\$40,028.88	77.0
1.17 Emp Cont IN Def Comp Matching Plan	\$5,100.00	\$0.00	\$5,100.00	\$604.26	\$1,409.94	\$3,690.06	72.4
1.18 Emp Cont PERF	\$48,000.00	\$0.00	\$48,000.00	\$5,562.80	\$13,370.69	\$34,629.31	72.1
1.19 Emp Cont Group Ins	\$105,000.00	\$0.00	\$105,000.00	\$7,442.93	\$23,118.67	\$81,881.33	78.0
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	100.0
Subtotal	\$928,858.00		\$928,858.00	\$82,692.31	\$207,320.59	\$721,537.41	77.7
<i>2. Supplies</i>							
2.1 Office Supplies	\$10,000.00	\$0.00	\$10,000.00	\$669.67	\$1,650.28	\$8,349.72	83.5
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$39.98	\$164.56	\$9,335.44	98.3
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$65.50	\$206.56	\$3,793.44	94.8
2.23 Fuel, Oil and Lubricants	\$250.00	\$0.00	\$250.00	\$8.61	\$8.61	\$241.39	96.6
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$93.41	\$156.59	62.6
2.25 Paint and painting supplies	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	100.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
2.27	Other Repair & mainten-supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	100.0
2.31	Book Processing	\$7,000.00	\$0.00	\$7,000.00	\$318.72	\$930.90	\$6,069.10	86.7
2.32	Automation	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
Subtotal		\$34,450.00		\$34,450.00	\$1,102.48	\$3,054.32	\$31,395.68	91.1
<i>3. Other Services and Charge</i>								
3.1	Professional Services	\$70,000.00	\$0.00	\$70,000.00	\$7,767.97	\$20,658.18	\$49,341.82	70.5
3.11	Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0
3.12	Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.0
3.14	Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	100.0
3.145	Databases	\$11,150.00	\$0.00	\$11,150.00	\$0.00	\$2,793.00	\$8,357.00	75.0
3.146	Ebook Services	\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$6,000.00	\$6,500.00	52.0
3.147	Evergreen Membership	\$5,600.00	\$0.00	\$5,600.00	\$0.00	\$5,570.24	\$29.76	0.5
3.21	Telephone & Telegraph	\$23,150.00	\$0.00	\$23,150.00	\$893.54	\$2,430.05	\$20,719.95	89.5
3.22	Postage & UPS	\$3,000.00	\$0.00	\$3,000.00	\$12.99	\$211.93	\$2,788.07	92.9
3.23	Traveling Expense	\$2,500.00	\$0.00	\$2,500.00	\$128.48	\$470.80	\$2,029.20	81.2
3.24	Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$80.00	\$230.00	\$2,770.00	92.3
3.26	Elwood Children's Programming	\$5,000.00	\$0.00	\$5,000.00	\$51.95	\$102.72	\$4,897.28	97.9
3.27	Elwood Adult Programming	\$3,000.00	\$0.00	\$3,000.00	\$33.28	\$52.12	\$2,947.88	98.3
3.28	Frankton Programming	\$4,000.00	\$0.00	\$4,000.00	\$48.50	\$100.06	\$3,899.94	97.5
3.29	Summitville Programming	\$3,000.00	\$0.00	\$3,000.00	\$45.04	\$296.46	\$2,703.54	90.1
3.3	Title Source	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.0
3.31	Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$75.25	\$75.25	\$1,124.75	93.7
3.4	Insurance	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$6,415.00	\$18,585.00	74.3
3.41	Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$300.00	\$100.00	25.0
3.51	Gas	\$9,000.00	\$0.00	\$9,000.00	\$1,524.18	\$6,360.62	\$2,639.38	29.3
3.52	Electricity	\$40,000.00	\$0.00	\$40,000.00	\$2,945.84	\$7,895.04	\$32,104.96	80.3

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
3.53	Water	\$4,000.00	\$0.00	\$4,000.00	\$380.38	\$784.78	\$3,215.22	80.4
3.54	Waste Disposal Services	\$6,000.00	\$0.00	\$6,000.00	\$590.07	\$1,285.44	\$4,714.56	78.6
3.61	Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.0
3.62	Equipment/Maint.	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.0
3.72	Equipment/Rental	\$5,000.00	\$0.00	\$5,000.00	\$226.70	\$491.61	\$4,508.39	90.2
3.8	Dues	\$2,700.00	\$0.00	\$2,700.00	\$306.15	\$306.15	\$2,393.85	88.7
3.81	Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.82	Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.9	Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
Subtotal		\$261,300.00		\$261,300.00	\$15,110.32	\$62,829.45	\$198,470.55	76.0
4.1	Land Buildings Improvements	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.0
4.2	Furniture & Equipment	\$5,000.00	\$0.00	\$5,000.00	\$189.92	\$1,095.29	\$3,904.71	78.1
4.21	Technology Equipment	\$20,000.00	\$0.00	\$20,000.00	\$153.34	\$4,115.41	\$15,884.59	79.4
4.31	Elwood Adult	\$20,000.00	\$0.00	\$20,000.00	\$1,344.32	\$4,007.88	\$15,992.12	80.0
4.32	Elwood Childrens	\$12,000.00	\$0.00	\$12,000.00	\$618.62	\$1,862.00	\$10,138.00	84.5
4.33	Elwood YA	\$5,500.00	\$0.00	\$5,500.00	\$262.78	\$723.49	\$4,776.51	86.8
4.34	Frankton	\$14,500.00	\$0.00	\$14,500.00	\$740.61	\$2,436.62	\$12,063.38	83.2
4.35	Summitville	\$12,500.00	\$0.00	\$12,500.00	\$640.99	\$1,988.64	\$10,511.36	84.1
4.4	Elwood Period. & News.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$356.99	\$4,643.01	92.9
4.41	Frankton Per. & Newsp.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.0
4.42	Summitville Period. & Newsp.	\$1,500.00	\$0.00	\$1,500.00	\$0.00	(\$10.00)	\$1,510.00	100.7
4.51	Elwood AV	\$25,000.00	\$0.00	\$25,000.00	\$1,105.20	\$2,968.08	\$22,031.92	88.1
4.52	Frankton AV	\$9,000.00	\$0.00	\$9,000.00	\$537.51	\$1,443.81	\$7,556.19	84.0
4.53	Summitville AV	\$8,000.00	\$0.00	\$8,000.00	\$637.47	\$1,564.79	\$6,435.21	80.4
4.54	Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	100.0

4. Capitol Outlays

<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>
Subtotal	\$151,000.00		\$151,000.00	\$6,230.76	\$22,553.00	\$128,447.00	85.1
Grand Total	\$1,375,608.00	\$0.00	\$1,375,608.00	\$105,135.87	\$295,757.36	\$1,079,850.64	78.5

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

* * * Communication Result Report (Apr. 7. 2022 4:04PM) * * *

1)
2)

Date/Time: Apr. 7. 2022 3:59PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4944 Memory TX	Summitville FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail
 E. 3) No answer
 E. 5) Exceeded max. E-mail size

E. 2) Busy
 E. 4) No facsimile connection
 E. 6) Destination does not support IP-Fax

Agenda

April 11, 2022

North Madison County Public Library System
 Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
 4:30 P.M.

Call to Order
 Call for Quorum
 Consent Agenda
 Minutes
 Claims Register & Checks
 Personnel
 Old Business
 New Business
 1. Job Descriptions
 a. Adult Services Manager
 b. Branch Manager
 2. Budget Training and Review Session
 Director's Report
 Public Comment
 Adjournment

* * * Communication Result Report (Apr. 7. 2022 4:04PM) * * *

1}

Date/Time: Apr. 7. 2022 3:59PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4943 Memory TX	Frankton FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail

E. 3) No answer

E. 5) Exceeded max. E-mail size

E. 2) Busy

E. 4) No facsimile connection

E. 6) Destination does not support IP-Fax

Agenda

April 11, 2022

North Madison County Public Library System
Board of TrusteesRalph E. Hazelbaker LibraryRegular Meeting
4:30 P.M.

Call to Order
 Call for Quorum
 Consent Agenda
 Minutes
 Claims Register & Checks
 Personnel
 Old Business
 New Business
 1. Job Descriptions
 a. Adult Services Manager
 b. Branch Manager
 2. Budget Training and Review Session
 Director's Report
 Public Comment
 Adjournment

Date/Time: Apr. 7. 2022 3:58PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4942 Memory TX	call leader	P. 1	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 2) Busy
- E. 3) No answer
- E. 4) No facsimile connection
- E. 5) Exceeded max. E-mail size
- E. 6) Destination does not support IP-Fax

Agenda

April 11, 2022

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 - 1. Job Descriptions
 - a. Adult Services Manager
 - b. Branch Manager
 - 2. Budget Training and Review Session
- Director's Report
- Public Comment
- Adjournment

* * * Communication Result Report (Apr. 7. 2022 4:02PM) * * *

1)
2)

Date/Time: Apr. 7. 2022 3:58PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
4941 Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error

E. 1) Hang up or line fail
 E. 3) No answer
 E. 5) Exceeded max. E-mail size

E. 2) Busy
 E. 4) No facsimile connection
 E. 6) Destination does not support IP-Fax

Agenda

April 11, 2022

North Madison County Public Library System
 Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
 4:30 P.M.

Call to Order
 Call for Quorum
 Consent Agenda
 Minutes
 Claims Register & Checks
 Personnel
 Old Business
 New Business
 1. Job Descriptions
 a. Adult Services Manager
 b. Branch Manager
 2. Budget Training and Review Session
 Director's Report
 Public Comment
 Adjournment

Agenda

May 9, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

Call to Order

Call for Quorum

Old Business

1. Elwood - 30 Ton Diakin Chiller w/Plate and Frame Heat Exchanger and Cement Pad

New Business

1. Health Insurance Renewal
2. Yearly Review of Internet Policy, Computer Use Policy and Wireless Internet Policy
3. Add: Elwood Youth Services Shelving - Closing May 27
4. Honoring Beverly Austin

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Elwood Public Library
Regular Meeting
May 9, 2022
4:30 PM

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on May 9, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Beverly Austin, Mary Kiplinger, Kathy Small, Larry Watson, and Lisa Hobbs. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

Kathy Small made a motion to approve the consent agenda. Lisa Hobbs seconded and the motion carried. The members signed the minutes and claims register. Treasurer Mary Kiplinger signed checks.

OLD BUSINESS

Elwood-30 Ton Diakin Chiller w/Plate and Frame Heat Exchanger and Cement Pad
The Chiller has arrived. The current cement pad needs an extension before the new Chiller is installed. Kenny Sandefur of Kingston Excavation & Concrete has agreed to do the job, at no cost, in conjunction with another job in Elwood. It could be 3 to 4 weeks.

NEW BUSINESS

Health Insurance Renewal

The cost of the current staff health insurance will increase 12.8 % this year. Director Scott and Administrative Assistant Wallace reviewed several other options but feel our current health plan provides the best benefit for our employees at this time. Kathy Small made a motion to renew our current health plan for next year. Larry Watson made a second and the motion carried.

Yearly Review of Internet Policy, Computer Use Policy and Wireless Internet Policy

Director Scott would like to remove the Computer Use Policy. Several items in the Computer Use Policy are also in our other policies. The Board of Trustees tabled this item for further review.

Elwood Youth Services Shelving – Closing May 27

Youth Services are rearranging shelving so employees can see the entire department from the Youth Services circulation desk. Director Scott would like to close on Friday, May 27 so staff will have adequate time to complete this task. Larry Watson moved that we close on Friday May 27. Mary Kiplinger seconded and the motion carried.

Honoring Beverly Austin

The Board of Trustees, Director Scott, and Administrative Assistant Sheri Wallace would like to honor Beverly Austin for her 35 years of selfless service to this library system and our community. Tonight is Mrs. Austin final Board Meeting after a long and storied career. Whether as Library Director or Trustee, Mrs. Austin has a wealth of knowledge and experience that is invaluable to our libraries and our community. Thank you, Mrs. Austin.

Directors Report

Marvin Crim is donating a painting to the library to be raffled off. In-Service was a great success with Elizabeth McGrevy explaining IN211, Mary Baker Boudissa spoke about diversity and inclusion, and Annie Wood Bell spoke about self-compassion. We finished the day with a Scavenger Hunt around Elwood. We have drafted a new ad for the Madison County Community Guide.

Public Comment

There was no public comment.

Adjournment

President Eddleman adjourned the meeting by consent.

Kathy Siffall, Secretary
Kathy Siffall, Secretary

Mary E Kiplinger
Jane Stover
Glenn Eddleman

Laraine Watson
Kenny Mitchell
Lisa Atchals

Personnel Report

May 9, 2022

1. Ryan Burris has resigned from the full-time custodial position effective tomorrow, May 10, 2022.
2. To ensure the 20 hours at Elwood and 10 hours at each of the branches are covered when Ryan leaves, the positions have returned to part-time positions.
3. Effective May 11, 2022, Corwin Sullivan will move from the custodian aide position to the custodian position, but only work at Elwood 20 hrs./wk.
4. Effective May 11, 2022, Anna Baldwin will return to the custodian aide position 20 hrs./wk. at Elwood temporarily to fill in until we can find a replacement.
5. Effective May 12, 2022, Don Murray will return to take the branch custodian position 20 hrs/wk. with 10 hours at each branch temporarily to fill in until we can find a replacement.

Register Of Claims

North Madison County Public Library System

Report Date: From **04/01/22** To **04/30/22**

<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	210	NATIONWIDE	Annuity	Payroll Deductions	\$266.00	04/11/22	Payroll ending 4/9/22
				Total this claim =	\$266.00		
0	189	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$16.72	04/11/22	Service for Summitville
			Operating Fund	Electricity	\$507.73		
				Total this claim =	\$524.45		
0	181	CENTERPOINT ENERGY	Operating Fund	Gas	(\$267.18)	04/04/22	Void Voucher #126- Bill was paid in February. Correcting Voucher #126 3/2/22
				Total this claim =	(\$267.18)		
0	209	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,991.63	04/13/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,301.23		
			Medicare	Empl.Share FICA&Medicare	\$304.34		
			Operating Fund	Empl.Share FICA&Medicare	\$1,301.23		
			Operating Fund	Empl.Share FICA&Medicare	\$304.34		
				Total this claim =	\$5,202.77		
0	238	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$15.33	04/29/22	Service/ACH fees-April 2022
				Total this claim =	\$15.33		
0	211	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	04/11/22	IN Def Comp Empl Matching Plan-Robertson
				Total this claim =	\$201.42		

<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	212	SYNCB/AMAZON	Operating Fund	Elwood AV	\$402.26	04/11/22	As per attached invoices.
			Operating Fund	Frankton AV	\$330.02		
			Operating Fund	Summitville AV	\$330.02		
			Operating Fund	Frankton	\$28.98		
			Operating Fund	Elwood YA	\$14.99		
			Operating Fund	Elwood Adult	\$18.07		
			Operating Fund	Furniture & Equipment	\$629.98		
			Operating Fund	Technology Equipment	\$176.68		
			Operating Fund	Summitville Programing	\$9.56		
				Total this claim =	<u>\$1,940.56</u>		
0	213	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	04/13/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,277.71		
			Operating Fund	Wages of Janitor	\$1,071.20		
				Total this claim =	<u>\$21,023.31</u>		
0	214	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,822.69	04/20/22	Service for Elwood
				Total this claim =	<u>\$1,822.69</u>		
0	215	PITNEY BOWES GLOBAL FINA	Operating Fund	Equipment/Rental	\$151.56	04/20/22	Postage meter lease
				Total this claim =	<u>\$151.56</u>		
0	216	PURCHASE POWER	Operating Fund	Postage & UPS	\$41.73	04/20/22	Postage transfer fees for new meter
				Total this claim =	<u>\$41.73</u>		
0	217	AUTO-OWNERS INSURANCE	Operating Fund	Insurance	\$400.00	04/20/22	Treasurer and Assistant Treasurer Bonds
				Total this claim =	<u>\$400.00</u>		
0	219	CARDMEMBER SERVICE	Operating Fund	Techology Software	\$1,290.00	04/27/22	Hot Spots, fuel, Zoom renewal
			Operating Fund	Techology Software	\$80.00		
			Operating Fund	Techology Software	\$74.95		
			Operating Fund	Fuel, Oil and Lubricants	\$4.76		
				Total this claim =	<u>\$1,449.71</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	221	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Empl.Share FICA&Medicare Emp Cont PERF	\$496.27 <u>\$1,852.69</u>	04/23/22	PERF Deposit
					Total this claim =		\$2,348.96
0	222	EFTPS	Federal Tax Withheld FICA Medicare Operating Fund Operating Fund	Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare	\$2,014.48 \$1,328.58 \$310.73 \$1,328.58 <u>\$310.73</u>	04/27/22	Federal Tax Deposit
					Total this claim =		\$5,293.10
0	235	INDIANA DEPARTMENT OF RE	State Tax Withheld County Tax Withheld	Payroll Deductions Payroll Deductions	\$1,676.73 <u>\$692.07</u>	04/27/22	April Wilthholdings
					Total this claim =		\$2,368.80
0	208	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Empl.Share FICA&Medicare Emp Cont PERF	\$496.27 <u>\$1,852.69</u>	04/09/22	PERF Deposit
					Total this claim =		\$2,348.96
0	223	NATIONWIDE	Annuity	Payroll Deductions	<u>\$266.00</u>	04/27/22	Payroll ending 4/23/22
					Total this claim =		\$266.00
0	236	AFLAC	AFLAC	Payroll Deductions	<u>\$214.26</u>	04/27/22	Withholdings for April
					Total this claim =		\$214.26
0	233	CENTERPOINT ENERGY	Operating Fund Operating Fund Operating Fund	Gas Gas Gas	\$503.78 \$139.01 <u>\$110.53</u>	04/27/22	Service for Frankton, Elwood, Summitvil
					Total this claim =		\$753.32
0	231	UNITED HEALTHCARE	Insurance Operating Fund	Payroll Deductions Emp Cont Group Ins	\$789.88 <u>\$7,837.87</u>	04/27/22	Employee Health Insurance 5/1-5/31
					Total this claim =		\$8,627.75

<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	237	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	04/27/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,718.95		
			Operating Fund	Wages of Janitor	\$1,071.20		
				Total this claim =	<u>\$21,464.55</u>		
0	224	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	04/27/22	IN Def Comp Empl Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		
33355	182	AT&T	Operating Fund	Telephone & Telegraph	\$196.55	04/11/22	Service for Elwood
				Total this claim =	<u>\$196.55</u>		
33356	183	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$120.00	04/11/22	Cloud Backup-Accounting & Payroll support April through June
			Operating Fund	Professional Services	\$534.00		
				Total this claim =	<u>\$654.00</u>		
33357	184	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,113.47	04/11/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$529.21		
			Operating Fund	Elwood YA	\$316.21		
			Operating Fund	Frankton	\$935.27		
			Operating Fund	Summitville	\$775.08		
				Total this claim =	<u>\$3,669.24</u>		
33358	185	BURNETTE - DELLINGER INC.	Operating Fund	Official Bonds	\$100.00	04/11/22	Notary Bond-Fox, Jones
				Total this claim =	<u>\$100.00</u>		
33359	207	COLLABORATIVE SUMMER LIB	Operating Fund	Frankton Programing	\$353.91	04/11/22	Summer reading supplies-Frankton
				Total this claim =	<u>\$353.91</u>		
33360	186	COMPLETE MASONRY SERVIC	Operating Fund	Professional Services	\$3,480.00	04/11/22	Caulk at base in concrete and patch 2 areas, Patch point brown block, cut mortar above 4 window to allow water to escape.
				Total this claim =	<u>\$3,480.00</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>
33361	206	DOLLAR GENERAL-REGIONS 4	Operating Fund	Office Supplies	\$4.50	04/11/22	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$15.00		
			Operating Fund	Elwood Children's Programing	\$8.05		
			Operating Fund	Operating Supplies	\$5.70		
			Operating Fund	Summitville Programing	\$22.75		
				Total this claim =	<u>\$56.00</u>		
33362	187	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,377.92	04/11/22	VoIP and Internet
			Operating Fund	Telephone & Telegraph	\$273.16		
				Total this claim =	<u>\$1,651.08</u>		
33363	188	FRONTIER	Operating Fund	Telephone & Telegraph	\$213.47	04/11/22	Service for Frankton
				Total this claim =	<u>\$213.47</u>		
33364	190	INDIANA STATE LIBRARY	PLAC	Other	\$65.00	04/11/22	1st Qtr PLAC
				Total this claim =	<u>\$65.00</u>		
33365	191	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$103.65	04/11/22	1st Qtr Evergreen
				Total this claim =	<u>\$103.65</u>		
33379	192	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$23.59	04/11/22	Service for Summitville
				Total this claim =	<u>\$23.59</u>		
33380	193	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$385.88	04/11/22	Book Processing
				Total this claim =	<u>\$385.88</u>		
33381	194	MADISON COUNTY COUNCIL	Operating Fund	Professional Services	\$300.00	04/11/22	Master plan for Summitville Library pavillion
				Total this claim =	<u>\$300.00</u>		
33382	195	MADISON COUNTY TREASUR	Operating Fund	Taxes	\$47.50	04/11/22	As per attached invoices.
				Total this claim =	<u>\$47.50</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>
33383	196	MIDWEST TAPE	Operating Fund	Frankton AV	\$180.96	04/11/22	As per attached invoices.
			Operating Fund	Elwood AV	\$1,018.16		
			Operating Fund	Summitville AV	\$79.98		
			Operating Fund	Book Processing	\$140.99		
				Total this claim =	<u>\$1,420.09</u>		
33384	197	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$1,332.38	04/11/22	Elwood LED Retro Fit and Receptacle
				Total this claim =	<u>\$1,332.38</u>		
33385	198	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Proqraming	\$33.54	04/11/22	Craft supplies for Elwood, Summitville
			Operating Fund	Summitville Proqraming	\$73.57		
				Total this claim =	<u>\$107.11</u>		
33386	199	RICOH USA, INC	Operating Fund	Office Supplies	\$9.74	04/11/22	Copies for Frankton and Summitville and
			Operating Fund	Office Supplies	\$53.69		Elwood
			Operating Fund	Office Supplies	\$188.65		
				Total this claim =	<u>\$252.08</u>		
33387	200	ROEING	Operating Fund	Professional Services	\$191.25	04/11/22	IT Support
				Total this claim =	<u>\$191.25</u>		
33388	201	RYAN BURRIS	Operating Fund	Traveling Expense	\$117.04	04/11/22	Mileage 266 miles @\$.44 = 117.04
				Total this claim =	<u>\$117.04</u>		
33389	202	SARAH FOX	Operating Fund	Summitville Proqraming	\$30.89	04/11/22	Petty Cash
				Total this claim =	<u>\$30.89</u>		
33390	203	STAPLES	Operating Fund	Cleaning & Sanitation Supplies	\$254.74	04/11/22	As per attached invoices.
			Operating Fund	Furniture & Equipment	\$379.99		
			Operating Fund	Office Supplies	\$54.49		
				Total this claim =	<u>\$689.22</u>		
33391	204	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$87.36	04/11/22	As per attached invoices.
				Total this claim =	<u>\$87.36</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>
33392	205	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$300.00	04/11/22	Quarterly maintenance contracts
			Operating Fund	Professional Services	\$288.00		
			Operating Fund	Professional Services	\$1,329.00		
				Total this claim =	\$1,917.00		
33393	227	ANNIE WOOD BELL	Operating Fund	Professional Services	\$250.00	04/27/22	Self Compassion Workshop
				Total this claim =	\$250.00		
33394	228	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$545.02	04/27/22	Purchase orders, receipt books
				Total this claim =	\$545.02		
33395	226	OFFICE DEPOT	Operating Fund	Office Supplies	\$119.96	04/27/22	Copy Paper
				Total this claim =	\$119.96		
33396	218	RICOH USA, INC	Operating Fund	Office Supplies	\$87.60	04/27/22	Copies for Frankton & Summitville
			Operating Fund	Office Supplies	\$19.73		
				Total this claim =	\$107.33		
33397	225	SARAH FOX	Operating Fund	Summitville Programing	\$47.71	04/27/22	Petty Cash
				Total this claim =	\$47.71		
33398	229	STAPLES	Operating Fund	Office Supplies	\$89.14	04/27/22	Office Supplies-Frankton
				Total this claim =	\$89.14		
33399	220	TOWN OF FRANKTON	Operating Fund	Electricity	\$355.93	04/27/22	Service for Frankton
			Operating Fund	Water	\$31.71		
			Operating Fund	Waste Disposal Services	\$26.42		
				Total this claim =	\$414.06		
33400	230	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$53.74	04/27/22	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
			Operating Fund	Waste Disposal Services	\$5.00		
				Total this claim =	\$70.24		
33401	232	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$113.35	04/27/22	Copier Lease-Elwood
				Total this claim =	\$113.35		

<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>
33402	234	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$152.26	04/27/22	Service for Elwood
			Operating Fund	Waste Disposal Services	\$205.24		
Total this claim =					\$357.50		

Total Amount of Claims \$96,218.07

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, May 9, 2022

Mary E. Kiplinger

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 9 day of May, 2022.

Kathy Snow

Beverly J Austin

Glenn Edleman

Larry Watson

Jisa A. Hall

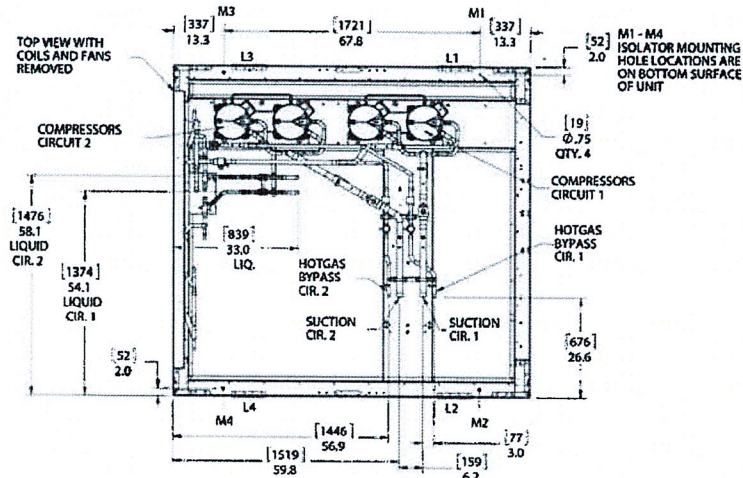
SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

0A

AGZ030E with Remote Evaporator (Microchannel Condenser)

Ur

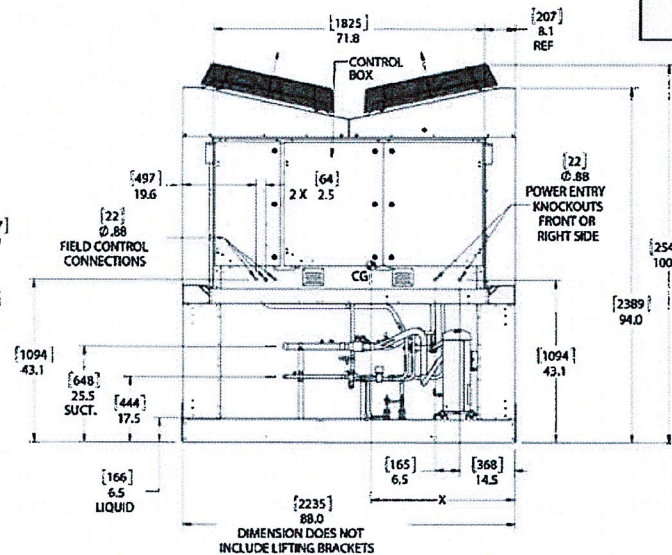
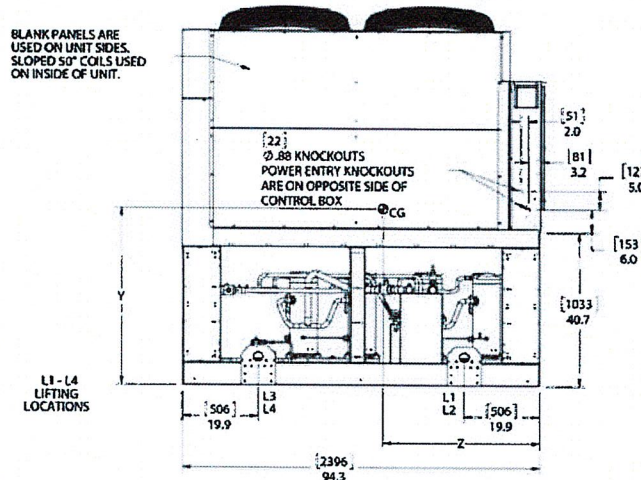


Units	Weight		Lifting Weight				Mounting Weight			
	Shipping	Operating	L1	L2	L3	L4	M1	M2	M3	M4
lb	2818	2852	984	744	621	470	961	767	683	502
kg	1278	1294	446	337	282	213	436	330	301	228

Center of Gravity Dimensions			
Units	X	Y	Z
in	37.9	46.8	41.0
mm	962	1188	1041

NOTE

A water strainer must be installed at the inlet of the evaporator to protect it from damage. Please refer to the IOM for additional details.




Job Number: EKICIT
Job Name: Elwood Library Chiller

Page 7 of 21

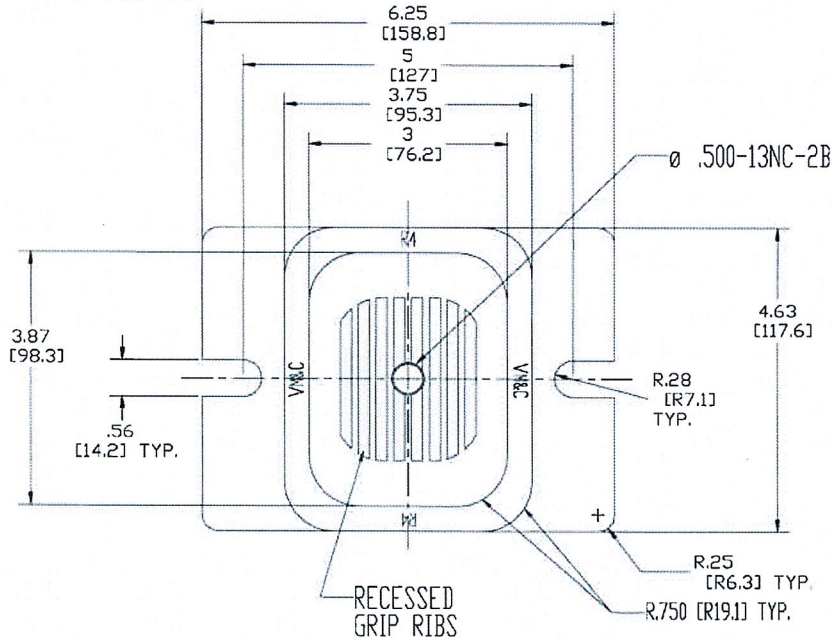
Prepared Date:

9/29/2021
www.DaikinApplied.com

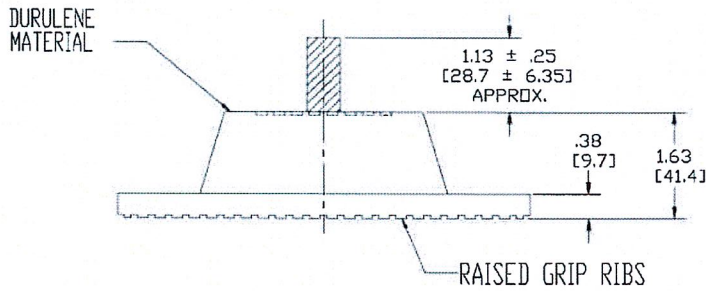
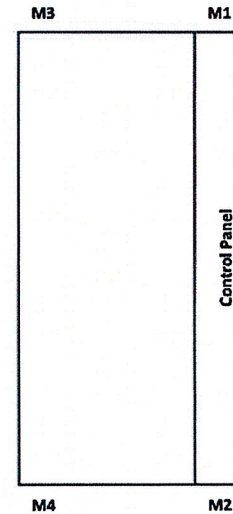
Product Drawing	Unit Tag: AGZ030 with Remote Evap	Sales Office: ElitAire, Inc.		 13600 Industrial Park Blvd. Minneapolis, MN 55441 www.DaikinApplied.com Software Version: 12.31		
Product: Air-Cooled Scroll Chiller	Project Name: Elwood Library Chiller	Sales Engineer: Tom Haun				
Model: AGZ030E	Sept. 29, 2021	Ver/Rev:	Sheet: 1 of 2	Scale: NTS	Tolerance: +/- 1.0"	Dwg Units: in [mm]
No change to this drawing may be made unless approved in writing by Daikin Applied. Purchaser must determine that the equipment is fit and sufficient for the job specifications.						

Rubber-in-Shear (RIS) Isolator Kit

Dimensions and Placement



Mounting Location			
M1	M2	M3	M4
Gray	Gray	Green	Green



Product Drawing

Accessory: Rubber-in-Shear (RIS) Isolator Kit

Kit Part Number: 332325129

Unit Tag: AGZ030 with Remote Evap

Project Name: Elwood Library Chiller

Sept. 29, 2021

Ver/Rev:

Sheet: 1 of 1

Sales Office: ElitAire, Inc.

Sales Engineer: Tom Hawn

Scale: NTS

Tolerance: +/- 1.0"

Dwg Units: in [mm]



13600 Industrial Park Blvd. Minneapolis, MN 55441
www.DaikinApplied.com Software Version: 12.31

No change to this drawing may be made unless approved in writing by Daikin Applied. Purchaser must determine that the equipment is fit and sufficient for the job specifications.

NMCPLS Wireless Internet Policy

The North Madison County Public Library System (hereafter identified as NMCPLS) offers FREE wireless access for library patrons to use with their own personal notebooks, laptops and other mobile devices. These access points are unsecured, accessible at all hours of the day and filtered to comply with the Children's Internet Protection Act (CIPA). A patron's use of this service is governed by this wireless policy as well as the NMCPLS's Public Access Computer Policy. By choosing to use this free wireless service you agree to abide by both policies.

Library staff can provide general information or handouts for connecting your device to the wireless network, but cannot troubleshoot problems related to your wireless device or assist in making changes to your device's network settings and/or hardware configuration. The Library cannot guarantee that your device will work with the Library's wireless access points.

All wireless access users should have up-to-date protection on their laptop computers or wireless devices. The library will not be responsible for any information (i.e. credit card) that is compromised, or for any damage caused to your hardware or software due to electric surges, security issues or consequences caused by the aforementioned.

Printing access is available via the wireless connection. If you need to print, please ask a staff member for assistance.

Wireless users requiring sound must provide their own headphones so as to not disturb others.

Each facility of the NMCPLS has limited access to electrical outlets. Wireless patrons may have access to these outlets for use in charging device batteries, so long as cords aren't presenting a potential hazard. NMCPLS staff has the authority to ask patrons to relocate or remove cords if they observe a potential hazard.

Use of the NMCPLS's wireless network is entirely at the risk of the user. The library disclaims all liability for loss of confidential information or damages resulting from that loss as well as liability for the physical hardware used in these facilities.

This policy including all other Library policies are available on the Library's website at www.elwood.lib.in.us. Use of the Library's Wi-Fi and Internet access constitutes adherence to this policy and the Public Access Computer Policy.

Adopted by the NMCPLS Board of Trustees 07/22/09

Revised 06/11/12, 9/21/15, 5/16/16

Reviewed 05/08/17, 05/14/2018, 05/13/2019, 07/13/2020, 08/09/2021

COMPUTER USE POLICY

You must read and agree to the terms below before
Continuing to use this service.
Use of this service is a privilege.
Failure to comply with these terms will result in the
Loss of that privilege.

Activating this timer constitutes agreement to the
Library's Internet and Computer Use policies.

Computer usage time is from opening until 15 minutes before closing at
Elwood Public Library, Frankton Community Library and Ralph E.
Hazelbaker Library.

1. Exit from all programs when you are done. **DO NOT TURN OFF THE COMPUTER.**
2. If you wish to save material, download your files to a removable storage device. Virus-checking software will NOT protect your computer if you download programs. If you are concerned about the possibilities of computer viruses, you should install and use virus protection software on your own computer. The library is not responsible for damage to personal removable storage devices.
3. **DO NOT modify this computer or software in any way.** This includes downloading and installing programs or plug-ins on this computer.
4. All applicable laws regarding copyright must be obeyed. (Title 17, U.S. Code)
5. Do not display text or graphics that may be legally defined by State and/or Federal law as obscenity or child pornography.
6. Users have the right of confidentiality and the right of privacy. However, security is technically difficult to achieve, and the computer is located in a public area. Electronic transactions of information and viewing screens could become public. As a result, **the library cannot guarantee privacy or confidentiality.** Remember to exercise common courtesy. It is rude to look over another's shoulder to see what he or she is doing on the computer, and it is disturbing to another's concentration to stand around the computer while waiting your turn. Remember that people using the Internet after you may see which

sites you have visited. One person to a computer except for a patron that needs assistance.

7. Be aware that the connection may fail or the computer may “freeze” while you are using it. Such occurrences are unfortunate, but do not entitle you to go beyond your allotted time if others are waiting. The computers in the Computer Lab will be unavailable when needed for training.
8. Use of the Internet access computers is on a first-come, first-served basis. Patrons will be given one (1) hour on the computers to start with. If no one else is waiting you may begin extending your time in fifteen (15) minute increments for a maximum time of two (2) hours. If patrons are waiting to use the computers after your one-hour time limit, you must relinquish your computer for those waiting. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time. No reservations for future days will be made and telephone reservations will not be taken. **It is your responsibility to give up the computer after one hour.** If all computers are full the patron can reserve a computer by asking a staff member.
9. **Printing is 10 cents per black and white copy and 40 cents per color copy.** All printing is sent to a central printer at the Adult Circulation Desk. You must pick up your copies and pay at the Circulation Desk.
10. Misuse of the Library’s computers will be subject to the Library’s Patron Behavior Policy. The use of the computer should not infringe upon the rights of others.

Adopted 4/12/03

Reviewed & Amended 05/08/06

Reviewed 06/11/2007

Reviewed & Amended 05/12/2008

Reviewed & Amended 06/10/2009

Amended 07/22/2009

Reviewed & Amended 05/10/2010

Reviewed & Amended 05/09/2011

Reviewed 06/11/2012

Reviewed & Amended 05/13/2013

Reviewed & Amended 05/12/2014

Reviewed 05/16/2016

Reviewed 05/08/2017

Reviewed 05/14/2018

Reviewed 05/13/2019

Reviewed 07/13/2020

Reviewed 08/09/2021

PUBLIC ACCESS COMPUTER POLICY OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

Access to electronic information via the World Wide Web is complementary to the mission of the North Madison County Public Library System (hereafter identified as NMCPLS). Electronic information can satisfy the research and informational needs of NMCPLS users, and access to the Internet provides an unlimited resource of knowledge contained in libraries, databases, and other information resources around the world.

No one owns the Internet and therefore it cannot be legally controlled in its content or information. The NMCPLS Board of Trustees and the library staff are not responsible for the information that is accessed/obtained while using library equipment. In offering the Internet to the community, library staff cannot control websites, which often change unpredictably and rapidly. Therefore, library users access and use the Internet at their own risk. Users are hereby notified that they, not NMCPLS, are responsible for the websites they reach on the Internet.

The library strongly recommends that users of the Internet not reveal their personal address, telephone number, credit card number, bank account number, social security number or any other financial or personal information. The library can assume no liability for the performance or quality of any products purchased over the Internet and cannot guarantee the confidentiality of personal and credit card information transmitted over the Internet. Patrons are expected to have an appropriate form of payment for purchases made on the public computers. Soliciting to use an employee's personal debit/credit card to purchase items is not allowed.

Failure to abide by the Internet Use policy may result in the loss of Internet and/or NMCPLS library privileges. Continued violation of the situations listed below will result in suspension of all library privileges:

- Violation of computer security system.
- Violation of another user's privacy.
- Use of the internet for unlawful, indecent, or malicious activities, including display of sexually explicit graphics
- Misrepresentation of the library or the identity of oneself.
- Use of abusive or objectionable language and the display or transmission of profane, abusive, or threatening language.
- Engaging in harassing behavior, such as sending or posting slanderous, libelous, obscene, or threatening messages, and other activities that could cause congestion and disruption of networks and systems.
- Violating any local, state, or federal statute.
- Downloading and/or installing software to the hard drive of any library computer.

The Board of Trustees of NMCPLS reserves the right to:

- Implement a fee structure in accordance with use of the Internet and to change the fees as necessary. [There is a charge of ten (\$.10) cents per black and white copy and forty (\$.40) cents per color copy if the patron wishes to print his work.]

The computers designated for children at each branch are only to be used by children under the age of 18. Adults should only use these computers in a supervisory capacity. Children wishing to access Internet resources on these computers need a signed Internet Permission form on file. Teenagers wishing to access the teen-rated programs on these machines must have a library card, other approved age verification, or written parental consent on file.

The NMCPLS makes no guarantees, either expressed or implied, in respect to any equipment, programs, or other materials, their performance, or fitness for any particular purpose. Materials and equipment are provided for use "as is." The entire risk as to the quality and performance of computer equipment, programs, and documentation is with the user. In no event shall the library be liable for actual, incidental, or consequential damages in connection with or arising from the use of any equipment, programs, or other library materials. Misuse of the Library's computers or any violation of this or the Computer Use Policy will be subject to the Patron Behavior Policy.

Adopted 4/12/03

Reviewed & Amended 08/31/2006

Reviewed 06/11/2007

Reviewed & Amended 05/12/2008

Reviewed 06/10/2009

Amended 07/22/2009, 10/12/2009

Reviewed & Amended 05/10/2010, 05/09/2011

Reviewed 06/11/2012, 05/13/2013

Reviewed & Amended 05/12/2014, 05/18/2015, 05/16/2016

Reviewed 05/08/2017

Reviewed and Amended 05/14/2018

Reviewed and Amended 05/13/2019

Reviewed and Amended 07/13/2020

Amended 08/10/2020

Reviewed 08/09/2021

- Use a software program to filter the use of the Internet according to the mission, collection policies, and community/legal standards with regard to obscenity on any or all computers. (Federal Law requires all public libraries that receive funding from grants, USF, and other sources to filter the Internet by July 2002.)
- Require the use of acceptable identification for anyone using the Internet at the library. All persons residing in or owning property in the townships we serve will be required to hold a current NMCPLS library card to access the library's computers. A computer card may be issued to those who live outside the library district. It allows the user computer access for one year (this does not allow material checkout). This card must be renewed in order to continue computer use after its one-year expiration. If a person is a visitor to the library, they may use the NMCPLS guest pass.
- Patrons recently moving to one of our 5 townships upon presenting an unexpired photo ID may be issued a computer courtesy card for 30 days to allow use of the library's computers until accepted forms of ID and residency are available unless the patrons already has an Evergreen account. After 30 days, the patron will be required to provide documentation to obtain a resident card.
- Limit the amount of time workstations may be used in order to make equipment available to other library users. Patrons will begin with a one-hour time limit. If no one is waiting to use the computer, the patron may begin increasing his or her time in fifteen (15) minute increments for a maximum of two (2) hours total. If the computers are full after your one-hour time limit, you must relinquish your computer to the waiting patrons. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time.
- Modify this policy at any time.

As in the use of all other NMCPLSs materials, children's access to the Internet is the sole responsibility of the child's parent or guardian. Parents of children who are under 18 years old must monitor their children's use of the Internet just as they monitor the use of NMCPLS's video collection. Parents and children are encouraged to read/view and discuss the resources that NMCPLS has available regarding safe and appropriate use of the Internet by minors. No child under 18 will be allowed to use the Internet without a signed consent form on file. Children under the age of 18 will not be allowed to use the computers located in the Indiana Room unless accompanied by a parent or guardian.

Presently, it is not possible to use the same selection criteria, which are used for other Library materials. Therefore, NMCPLS assumes no responsibility for the accuracy, quality, or quantity of any information, or the site where that information is obtained. The library does prohibit accessing obscene material and intentionally leaving it for others to view.

The NMCPLS offers laptop computers for checkout. The laptop computer may not leave the building and it must be returned in the condition in which it was loaned. Patrons are liable for any damages incurred during the loan period which may include replacement cost. Patrons over 18 years of age must provide a valid state issued I.D. to be left with the library staff for the duration of the laptop loan. The parent or legal guardian of patrons under the age of 18 may checkout a laptop computer to be used by his/her child in the library for homework purposes. During the loan of the laptop computer the parent or legal guardian will remain at the library and assume responsibility for the library's equipment. Staff will keep a record of the patron's name, address, and driver's license number for liability purposes. Laptop computer loan times will follow the time restraints placed on other workstations as stated in this policy. Staff use of the laptops takes precedence over patron checkout.

Choose smart. Look for blue hearts.

Get the support you need. Choosing a doctor is one of the most important health decisions you'll make. The UnitedHealth Premium® program can help you find doctors who are right for you and your family.

Find quality, cost-efficient care.

Studies show that people who actively engage in their health care decisions have fewer hospitalizations, fewer emergency visits, higher utilization of preventive care and overall lower medical costs.

Take an active part in your health by seeking out and choosing physicians, with the help of the UnitedHealth Premium program.

The Premium designation makes it easy for you to find doctors who meet national standards for quality and local market benchmarks for cost efficiency.

Choose with confidence.

The UnitedHealth Premium program evaluates physicians in various specialties using evidence-based medicine and national standardized measures to help you locate quality and cost-efficient doctors. It's easy to find a UnitedHealth Premium Care Physician. Just go to myuhc.com® > [Find a Provider](#). Choose smart. Look for blue hearts.



Premium Care Physician

The physician meets the UnitedHealth Premium program quality and cost-efficient care criteria.



Quality Care Physician

This physician meets the UnitedHealth Premium program quality care criteria but does not meet the program's cost-efficient care criteria or is not evaluated for cost-efficient care.



Does Not Meet Premium Quality Criteria

The physician does not meet the UnitedHealth Premium program quality criteria so the physician is not eligible for a Premium designation.



Not Evaluated for Premium Care

The physician's specialty is not evaluated in the UnitedHealth Premium program, the physician does not have enough claims data for program evaluation or the physician's program evaluation is in process.

If a doctor does not have a Premium designation, it does not mean he or she provides a lower standard of care. It could mean that the data available to us was not sufficient to include the doctor in the program. All doctors who are part of the UnitedHealthcare network must meet our credentialing requirements (separate from the Premium program).

UnitedHealth Premium specialties.

Allergy

- Allergy
- Allergy & Immunology

Cardiology

- Cardiac Diagnostic
- Cardiology
- Cardiovascular Disease
- Clinical Cardiac Electrophysiology
- Interventional Cardiology

Ear, Nose and Throat

- Head and Neck Surgery
- Laryngology
- Otolaryngology
- Otology
- Pediatric Otolaryngology
- Rhinology

Endocrinology

- Endocrinology, Diabetes and Metabolism

Family Medicine

- Family Practice
- General Practice
- Preventive Medicine

Gastroenterology

- Digestive Diseases
- Endoscopy
- Gastroenterology
- Hepatology—Liver Disease

General Surgery

- Abdominal Surgery
- Colon & Rectal Surgery
- Proctology
- Surgery

Internal Medicine

- Internal Medicine
- Pediatric Internal Medicine

Nephrology

- Nephrology

Neurology

- Neurology
- Neurology & Psychiatry
- Neuromuscular Disease

Neurosurgery, Orthopedics & Spine

- Back & Spine Surgery
- Hand Surgery
- Knee Surgery
- Neurology Surgery
- Orthopedic Surgery
- Shoulder Surgery
- Sports Medicine

Obstetrics & Gynecology

- Gynecology
- Obstetrics
- Obstetrics & Gynecology

Pediatrics

- Adolescent Medicine
- Pediatric Adolescent
- Pediatrics

Pulmonology

- Pulmonary Medicine

Rheumatology

- Rheumatology

Urology

- Urology



Visit [unitedhealthpremium.com](https://www.unitedhealthpremium.com) to learn more.



The UnitedHealth Premium® designation program is a resource for informational purposes only. Designations are displayed in UnitedHealthcare online physician directories at myuhc.com®. You should always visit myuhc.com for the most current information. Premium designations are a guide to choosing a physician and may be used as one of many factors you consider when choosing a physician. If you already have a physician, you may also wish to confer with him or her for advice on selecting other physicians. Physician evaluations have a risk of error and should not be the sole basis for selecting a physician. Please visit myuhc.com for detailed program information and methodologies.

Insurance coverage provided by UnitedHealthcare Insurance Company or its affiliates. Health plan coverage provided by UnitedHealthcare of Arizona, Inc., UnitedHealthcare of California, UnitedHealthcare of Colorado, Inc., UnitedHealthcare of New York, Inc., UnitedHealthcare of Oklahoma, Inc., UnitedHealthcare of Oregon, Inc., UnitedHealthcare Benefits of Texas, Inc., UnitedHealthcare of Utah, Inc. and UnitedHealthcare of Washington, Inc. or other affiliates. Administrative services provided by United HealthCare Services, Inc. or its affiliates.

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B2C 9701634.0 9/19 ©2019 United HealthCare Services, Inc. 19-13431-B



**A Proposal of Employee Benefit
Coverages and Services for:**

North Madison County Public Library System

Proposed Effective Date:

July 1, 2022

Presented by:

Nicky Haley, Account Manager

11595 N. Meridian St, Suite 250

Carmel, IN 46032

Phone: 317-587-1160

Fax: 317-471-1700

Email: nicky.haley@bbrown.com

Date Presented: May 2, 2022



All Information within this proposal is strictly confidential.

Marketing Overview

Prepared Exclusively for:

North Madison County Public Library System

Carrier	Medical Renewal:	Results	Comments
United Healthcare (UHC)	Medical Renewal:	12.8% increase - Pharmacy network remains the same but change in copays	<p><u>Option 1:</u> Increase cost by 12.6% with lower OOP max., primary care copay, emergency room and urgent care facility. However, specialist visit have designated network providers which are noted with two blue hearts in provider search and will have better benefits. Pharmacy network remains the same but change in copays. In-Network benefits only except Emergency Services covered as In-Network.</p> <p><u>Option 2:</u> Increase cost by 10.5% with higher deductible, pharmacy network the same but change in copays.</p> <p><u>Option 3:</u> Increase cost by 8.9% with higher deductible but lower OOP max, primary care copay, emergency room and urgent care. However, specialist visit have designated network providers. Same pharmacy network but change in copays. In-Network benefits only except Emergency Services covered as In-Network.</p> <p><u>Option 4:</u> Increase cost by 10.2% with higher deductible, lower emergency room, and pharmacy network remains the same but change in copays.</p>
	Life/AD&D:	7.4% increase	Increase in life rate.
Anthem ACA	Medical Option:	Competitive rates	<p><u>Option 5 - 6:</u> Increase cost with higher deductible, virtual visit, urgent care, and lower OOP max. Change in pharmacy network prescription drug list and copays.</p> <p><u>Option 7:</u> Decrease cost with higher deductible, OOP max., virtual visit, office visit, outpatient/inpatient service, emergency room, and urgent care. Change in pharmacy network prescription drug list and copays.</p>
	Life/AD&D Option:	77.8% increase	\$25,000 Basic Life/AD&D with 2 year rate guarantee.
Anthem MEWA	Medical Option:	Firm underwritten quote can be obtain by completing MEWA Employer Questionnaire.	<p>4-Tier Composite Rates</p> <p>Chamber Membership and \$5 per Enrolled Employee Monthly Fee</p> <p>Renews October 1 of each year</p> <p>Deductible credits can be transferred if moving to MEWA</p>

Prepared Exclusively For:
Proposed Plan Effective Date:

North Madison County Public Library System
July 1, 2022

Medical Plan Options Benefit & Rate Comparison

Prepared Exclusively for:

North Madison County Public Library System

Proposed Effective Date:

July 1, 2022

Insurance Carrier: Network Utilized: AM Best Rating:	United Healthcare Choice Plus A XV	United Healthcare Choice Plus A XV	United Healthcare Choice Plus A XV	United Healthcare Choice Plus A XV	United Healthcare Choice Plus A XV	United Healthcare Choice Plus A XV
	In-Network Benefits					
Medical Plan Carrier Code: Website:	CF-EN www.uhc.com	CO-22 www.uhc.com	CO-3T www.uhc.com	CO-2T www.uhc.com	CO-3U www.uhc.com	CO-2S www.uhc.com
Annual Deductible: Single / Family Deductible Type	\$2,000/\$4,000 Embedded PPO	\$2,000/\$4,000 Embedded PPO	\$2,000/\$4,000 Embedded PPO	\$2,500/\$5,000 Embedded PPO	\$3,000/\$6,000 Embedded PPO	\$3,000/\$6,000 Embedded PPO
Coinsurance:	80%	80%	80%	80%	80%	80%
Out of Pocket Maximum: Single / Family	\$7,500/\$15,000	\$7,500/\$15,000	\$6,000/\$12,000	\$7,500/\$15,000	\$6,000/\$12,000	\$6,500/\$13,000
Office Services:						
Preventive Care	100% Covered	100% Covered	100% Covered	100% Covered	100% Covered	100% Covered
Virtual Visits	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge
Primary Care Visit	\$25 Copay	\$25 Copay	\$15 Copay	\$25 Copay	\$15 Copay	\$25 Copay
Specialist Care Visit	\$50 Copay	\$50 Copay	Designated Provider: \$50 Copay In-Network Provider: \$100 Copay	\$50 Copay	Designated Provider: \$50 Copay In-Network Provider: \$100 Copay	\$50 Copay
Facility Services:						
Outpatient Service	Ded + Coins	Ded + Coins	Ded + Coins	Ded + Coins	Ded + Coins	Ded + Coins
Inpatient Stays	Ded + Coins	Ded + Coins	Ded + Coins	Ded + Coins	Ded + Coins	Ded + Coins
Emergency Room	\$400 Copay + Ded + Coins	\$400 Copay + Ded + Coins	\$300 Copay + Ded + Coins	\$400 Copay + Ded + Coins	\$300 Copay + Ded + Coins	\$300 Copay + Ded + Coins
Urgent Care Center	\$50 Copay	\$50 Copay	\$25 Copay	\$50 Copay	\$25 Copay	\$50 Copay
Prescription Drugs:						
Rx List	Essential 650	Essential K35Y	Essential K35Y	Essential K35Y	Essential K35Y	Essential K35Y
Deductible (Single / Family)	No Rx Deductible	No Rx Deductible	No Rx Deductible	No Rx Deductible	No Rx Deductible	No Rx Deductible
Deductible Applies to Tiers	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Not Applicable
Copayments	\$5/\$30/\$125/\$285	\$10/\$40/\$125/\$300; Specialty: \$10/\$40/\$125/\$500	\$10/\$40/\$125/\$300; Specialty: \$10/\$40/\$125/\$500	\$10/\$40/\$125/\$300; Specialty: \$10/\$40/\$125/\$500	\$10/\$40/\$125/\$300; Specialty: \$10/\$40/\$125/\$500	\$10/\$40/\$125/\$300; Specialty: \$10/\$40/\$125/\$500
Non-Network Benefits:	See Benefit Summary	See Benefit Summary	Emergency Services Only	See Benefit Summary	Emergency Services Only	See Benefit Summary
Monthly Premium:	<u>Current: UHC</u> \$8,556.75	<u>Renewal: UHC</u> \$9,655.39	<u>Option 1: UHC</u> \$9,632.91	<u>Option 2: UHC</u> \$9,452.89	<u>Option 3: UHC</u> \$9,314.25	<u>Option 4: UHC</u> \$9,433.81
Annual Premium:	\$102,681	\$115,865	\$115,595	\$113,435	\$111,771	\$113,206
Difference from Current (%)		12.8%	12.6%	10.5%	8.9%	10.2%
Difference from Current (\$)		\$13,184	\$12,914	\$10,754	\$9,090	\$10,525

Medical Plan Options Rate Comparison

Prepared Exclusively for:

North Madison County Public Library System

Proposed Effective Date:
July 1, 2022

Insurance Carrier: Network Utilized: AM Best Rating:			United Healthcare Choice Plus A XV	United Healthcare Choice Plus A XV	United Healthcare Choice A XV	United Healthcare Choice Plus A XV	United Healthcare Choice A XV	United Healthcare Choice Plus A XV
Medical Plan Carrier Code: Website:			CF-EN www.uhc.com	CO-22 www.uhc.com	CO-3T www.uhc.com	CO-2T www.uhc.com	CO-3U www.uhc.com	CO-2S www.uhc.com
Employee	Coverage	Age						
Todd Buckmaster	EE	52	\$961.58	\$1,106.65	\$1,104.07	\$1,083.44	\$1,067.55	\$1,081.25
Ryan Burris	EE	37	\$634.18	\$701.86	\$700.23	\$687.14	\$677.06	\$685.75
Sarah Fox	EE	24	\$515.59	\$566.93	\$565.61	\$555.04	\$546.90	\$553.92
Sarah Huffman	WO	39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Stacey Jones	EE	47	\$773.39	\$886.11	\$884.05	\$867.53	\$854.80	\$865.78
Daikan Metz	EE	28	\$540.34	\$616.25	\$614.82	\$603.33	\$594.48	\$602.11
Katie Newby	WO	39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Michael Robertosn	EE	62	\$1,448.81	\$1,628.79	\$1,625.00	\$1,594.63	\$1,571.24	\$1,591.41
Katelynn Schiffner	EE	25	\$515.59	\$569.20	\$567.87	\$557.26	\$549.09	\$556.14
Jamie Scott	EE	57	\$1,202.87	\$1,381.61	\$1,378.39	\$1,352.63	\$1,332.80	\$1,349.90
Sheri Wallace	EE	62	\$1,448.81	\$1,628.79	\$1,625.00	\$1,594.63	\$1,571.24	\$1,591.41
Victoria Walsler	EE	25	\$515.59	\$569.20	\$567.87	\$557.26	\$549.09	\$556.14
			Current: UHC	Renewal: UHC	Option 1: UHC	Option 2: UHC	Option 3: UHC	Option 4: UHC
Monthly Premium:			\$8,556.75	\$9,655.39	\$9,632.91	\$9,452.89	\$9,314.25	\$9,433.81
Annual Premium:			\$102,681	\$115,865	\$115,595	\$113,435	\$111,771	\$113,206

Medical Plan Options Benefit & Rate Comparison

Prepared Exclusively for:

North Madison County Public Library System

Proposed Effective Date:

July 1, 2022

Insurance Carrier: Network Utilized: AM Best Rating:	United Healthcare Choice Plus A XV	Anthem Blue Access A XV	Anthem Blue Access A XV	Anthem Blue Access A XV
Medical Plan Carrier Code: Website:	CF-EN www.uhc.com	69X5 www.anthem.com	69YF www.anthem.com	69WT www.anthem.com
Annual Deductible: Single / Family Deductible Type	\$2,000/\$4,000 Embedded PPO	\$2,500/\$5,000 Embedded PPO	\$3,000/\$6,000 Embedded PPO	\$3,000/\$6,000 Embedded PPO
Coinsurance:	80%	80%	80%	80%
Out of Pocket Maximum: Single / Family	\$7,500/\$15,000	\$5,000/\$10,000	\$6,000/\$12,000	\$8,000/\$16,000
Office Services: Preventive Care Virtual Visits	100% Covered No Charge	100% Covered livehealthonline.com (PCP/Specialist): \$5 Copay/\$50 Copay; Others: \$25 Copay/\$50 Copay	100% Covered livehealthonline.com (PCP/Specialist): \$5 Copay/\$50 Copay; Others: \$25 Copay/\$50 Copay	100% Covered livehealthonline.com (PCP/Specialist): \$5 Copay/\$70 Copay; Others: \$40 Copay/\$70 Copay
Primary Care Visit Specialist Care Visit	\$25 Copay \$50 Copay	\$25 Copay \$50 Copay	\$25 Copay \$50 Copay	\$40 Copay \$70 Copay
Facility Services: Outpatient Service Inpatient Stays Emergency Room Urgent Care Center	Ded + Coins Ded + Coins \$400 Copay + Ded + Coins \$50 Copay	Ded + Coins Ded + Coins \$400 Copay + Coins \$75 Copay	Ded + Coins Ded + Coins \$400 Copay + Coins \$75 Copay	\$350 Copay + Ded + Coins \$600 Copay + Ded + Coins \$500 Copay + Ded + Coins \$75 Copay
Prescription Drugs: Rx List Deductible (Single / Family) Deductible Applies to Tiers Copayments	Essential 650 No Rx Deductible Not Applicable \$5/\$30/\$125/\$285	RxChoice Tiered/R90 Select No Rx Deductible Not Applicable Preferred Pharmacy: \$15/\$60/\$125/\$400; In-Network Pharmacy: \$25/\$70/\$135/\$500	RxChoice Tiered/R90 Select No Rx Deductible Not Applicable Preferred Pharmacy: \$15/\$60/\$125/\$400; In-Network Pharmacy: \$25/\$70/\$135/\$500	RxChoice Tiered/R90 Select No Rx Deductible Not Applicable Preferred Pharmacy: \$15/\$60/\$125/\$400; In-Network Pharmacy: \$25/\$70/\$135/\$500
Non-Network Benefits:	See Benefit Summary	See Benefit Summary	See Benefit Summary	See Benefit Summary
Monthly Premium:	Current: UHC \$8,556.75	Option 5: Anthem ACA \$9,038.00	Option 6: Anthem ACA \$8,771.30	Option 7: Anthem ACA \$8,389.64
Annual Premium:	\$102,681	\$108,456	\$105,256	\$100,676
Difference from Current (%)		5.6%	2.5%	-2.0%
Difference from Current (\$)		\$5,775	\$2,575	-\$2,005

Medical Plan Options Rate Comparison

Prepared Exclusively for:

North Madison County Public Library System

Proposed Effective Date:

July 1, 2022

Insurance Carrier:			United Healthcare	Anthem	Anthem	Anthem
Network Utilized:			Choice Plus	Blue Access	Blue Access	Blue Access
AM Best Rating:			A XV	A XV	A XV	A XV
Medical Plan Carrier Code:			CF-EN	69X5	69YF	69WT
Website:			www.uhc.com	www.anthem.com	www.anthem.com	www.anthem.com
Employee	Coverage	Age				
Todd Buckmaster	EE	52	\$961.58	\$1,035.89	\$1,005.32	\$961.57
Ryan Burris	EE	37	\$634.18	\$656.98	\$637.59	\$609.85
Sarah Fox	EE	24	\$515.59	\$530.68	\$515.02	\$492.61
Sarah Huffman	WO	39	\$0.00	\$0.00	\$0.00	\$0.00
Stacey Jones	EE	47	\$773.39	\$829.45	\$804.98	\$769.95
Daikan Metz	EE	28	\$540.34	\$576.85	\$559.83	\$535.47
Katie Newby	WO	39	\$0.00	\$0.00	\$0.00	\$0.00
Michael Robertosn	EE	62	\$1,448.81	\$1,524.64	\$1,479.65	\$1,415.27
Katelynn Schiffner	EE	25	\$515.59	\$532.80	\$517.08	\$494.58
Jamie Scott	EE	57	\$1,202.87	\$1,293.27	\$1,255.10	\$1,200.49
Sheri Wallace	EE	62	\$1,448.81	\$1,524.64	\$1,479.65	\$1,415.27
Victoria Walser	EE	25	\$515.59	\$532.80	\$517.08	\$494.58
Monthly Premium:			Current: UHC	Option 5: Anthem ACA	Option 6: Anthem ACA	Option 7: Anthem ACA
Annual Premium:			\$8,556.75	\$9,038.00	\$8,771.30	\$8,389.64
			\$102,681	\$108,456	\$105,256	\$100,676

Basic Group Life Plan Options Benefit & Rate Comparison

Prepared Exclusively for:

North Madison County Public Library System

Proposed Effective Date:

July 1, 2022

Insurance Carrier: Website: AM Best Rating:	United Healthcare www.uhc.com A XV		Anthem www.anthem.com A XV
	\$25,000 \$25,000		\$25,000 \$25,000
Employee Benefit: Guarantee Issue Amount	65% at age 65; 50% at age 70		35% at age 65; 50% at age 70
Benefit Reduction Schedule:	\$0.250 \$0.270 \$0.020 \$0.020		\$0.460 \$0.020
Rates: Basic Life (per \$1,000) AD&D (per \$1,000)	\$300,000 \$300,000		\$300,000
Volume:	2 Years Employer Paid		2 Years Employer Paid
Rate Guarantee:	2 Years Employer Paid		2 Years Employer Paid
Contribution Structure:	2 Years Employer Paid		2 Years Employer Paid
	Current: UHC		Option 1: Anthem
Monthly Premium:	\$81.00	Renewal: UHC \$87.00	\$144.00
Annual Premium:	\$972	\$1,044	\$1,728
Percent Change from Current:		7.4%	77.8%
Estimated Savings:		\$72	\$756

Notice of Carrier Financial Status

- Brown & Brown makes every attempt to place coverage with carriers rated A- or better* through AM Best (www.ambest.com), a national credit rating agency with a specific focus on the insurance industry. Because an AM Best rating is not required by the various state departments of insurance, there are many carriers in the Employee Benefits industry that elect not to participate in AM Best's rating process for various reasons. Therefore, Brown & Brown periodically places coverage with carriers rated less than A- or non-rated by AM Best.
- Please be advised that Brown & Brown does monitor carriers rated less than A- or non-rated on an ongoing basis. However, because Brown & Brown cannot certify the financial soundness or stability of any insurance company or alternative risk transfer entity, or otherwise predict whether the financial condition of a company might improve or deteriorate, we encourage you to review the financial information for each carrier at AM Best's website (www.ambest.com), a state department of insurance website, the applicable carrier website and/or with your accountant, legal counsel and other advisors.
- If you need assistance identifying the applicable issuing carriers for your current coverage, renewal coverage, or the coverage options being presented to you, please feel free to contact us at <insert PC phone number> for assistance. Alternative quotes with an A- or better rated carrier may also be available upon your request.

Final Notice

- The analysis of the following plans is a summary. Please refer to the policy certificate for a full list of coverage and exclusions.
The rates and benefits in this proposal are based upon underwriting factors which include, but are not limited to, the census provided, the effective date shown, the status of employees/dependents (i.e. actively at work, COBRA, FMLA), final enrollment, etc. If any of the aforementioned changes prior to the proposed effective date, the final provisions, including rates, for these plans may vary or result in the proposed plan to be withdrawn.
- If you select to change carriers, any existing plans with other carriers should not be cancelled until advised by Brown & Brown of Indiana.
- This proposal may not be a complete listing of all available benefit options. Different benefit levels may be available.
- This presentation is the proprietary work product of Brown & Brown of Indiana and is not authorized for further use or distribution.
- All insurance carriers have their own operating procedures. A change in carrier could affect certain benefits and coverage.
- Brown & Brown of Indiana representatives are available to explain any items presented. It is assumed that the recipients of this proposal will seek an explanation of any items that may be in question.
- Brown & Brown of Indiana representatives may from time to time provide guidance regarding certain requirements affecting health plans, including the requirements of federal and state health care reform legislation. Such guidance is based on good-faith interpretation of laws and regulations currently in effect, and is not intended to be a substitute for legal advice. Employers should contact their own legal counsel for advice regarding legal requirements.
- The network provider/facility lists obtained via paper directories or carrier websites may contain providers and facilities that are no longer participating in the insurance carriers' networks. We cannot be responsible for any changes to the provider/facility listings that are not reflected. To ensure that a specific provider or facility is still participating in the provider's preferred network, we recommend contacting the provider/facility directly.
- Failure to adhere to provisions of the Affordable Care Act (such as pay-or-play, employer reporting requirements, benefit mandates, etc.) may result in significant fees and penalties to the employer. For a more comprehensive explanation of what fees and penalties may apply to you, you may contact your Brown & Brown of Indiana representative at any time.
- You are required to comply with Health Care Reform's Summary of Benefits & Coverage (SBC) distribution guidelines, which include requirements for SBC distribution at the plan renewal date. If an employee must enroll to continue coverage, the SBC must be provided when open enrollment materials are distributed. If enrollment materials are not distributed, employees must receive an SBC by the first day they are eligible to enroll. For insured plans, if coverage continues automatically for the next year, the SBC must be provided at least 30 days before the beginning of the new plan year. If the policy is not issued by that date, the SBC must be provided within seven business days once the information is available. Please refer to the Department of Health & Human Services' (HHS) official guidance for complete details regarding re: [redacted] and other SBC distribution guidelines.

Glossary of Acronyms

A

AD&D: Accidental Death & Dismemberment
 ASO: Administrative Services Only
 AWP: Average Wholesale Price

C

CAD: Coronary Artery Disease
 CDC: Centers for Disease Control (and Prevention)
 CDHP: Consumer Driven Health Plan
 CHAMPUS: Civilian Health & Medical Program of the Uniformed Services
 CMS: Centers for Medicare & Medicaid Services
 COB: Coordination of Benefits
 COBRA: Consolidated Omnibus Budget Reconciliation Act
 COC: Certificate of Coverage
 COPD: Chronic Obstructive Pulmonary Disease
 CPI: Consumer Price Index
 CPT: Current Procedural Terminology
 CT: Computerized Tomographic (scanners – CAT Scans)
 CY: Calendar Year

D

DME: Durable Medical Equipment
 DOB: Date of Birth
 DOH: Date of Hire
 DOS: Date of Service
 DOL: Department of Labor
 DRG: Diagnosis Related Grouping

E

EAP: Employee Assistance Program
 EE: Employee Only
 ES: Employee + Spouse
 EC: Employee + Child(ren)
 EF: Employee + Family
 EOI: Evidence of Insurability
 EOB: Explanation of Benefits
 EPO: Exclusive Provider Organization
 ER: Emergency Room
 ERISA: Employee Retirement Income Security Act
 ESRD: End State Renal Disease

F

FDA: Food and Drug Administration
 FSA: Flexible Spending Account

H

HDHP: High Deductible Health Plan (HSA Qualified)
 HHC: Home Health Care
 HIPAA: Health Insurance Portability & Accountability Act
 HMO: Health Maintenance Organization
 HPW: Hours per Week
 HRA: Health Reimbursement Account
 HSA: Health Savings Account

I

IBNR: Incurred but Not Reported
 ICD-9: International Classification of Diseases
 ICU: Intensive Care Unit
 IDOI: Indiana Department of Insurance

L

LOS: Length of Stay
 LTC: Long Term Care
 LTD: Long Term Disability
 LTM: Lifetime Maximum

M

M&N: Mental & Nervous
 MAC: Maximum Allowable Costs
 MEBT: Ministry Employee Benefits Trust
 MEWA: Multiple Employer Welfare Agreement
 MRI: Magnetic Resonance Imaging
 MSA: Medical Savings Account

N

NAIC: National Association of Insurance Commissioners
 NDC: National Drug Code

O

OBRA: Omnibus Budget Reconciliation Act
 OON: Out of Network
 OOP: Out of Pocket
 OTC: Over the Counter

P

PBM: Pharmacy Benefits Manager
 PCP: Primary Care Physician
 PEO: Professional Employer Organization
 PHO: Physician Hospital Organization
 PEPM: Per Employee Per Month
 PMPM: Per Member Per Month
 POS: Place of Service or Point of Service
 PPO: Preferred Provider Organization

R

R&C: Reasonable & Customary
 RBRVS: Resource-Based Relative Value Scale
 ROI: Return on Investment

S

SIC: Standard Industrial Classification
 SLR: Stop Loss Reinsurance
 SNF: Skilled Nursing Facility
 SPD: Summary Plan Description
 STD: Short Term Disability

T

TPA: Third Party Administrator

U

U&C: Usual & Customary
 UCR: Usual, Customary & Reasonable

Glossary of Commonly Used Terms

Medical

Balance Billing: The practice of charging full fees in excess of covered amounts and then billing the patient for that portion of the bill that the payer does not cover.

Breakpoint: Amount to which the plan and the participant co-insure covered expenses, after which the plan pays 100%.

Capitation Fee: A fixed predetermined amount paid to a provider for each person served, without regard to the actual number or nature of services provided to each person in a set period of time. Capitation is the characteristic payment method in HMOs.

Carryover Deductible: A feature whereby covered charges in the last three months of the year may be carried over to be counted toward the next year's deductible.

Coinsurance: A policy provision by which both the insured person and the insurer share covered medical expenses in a specified ratio (e.g., 80%/20%), after the deductible is met.

Copayments: Payments made by consumers, in addition to deductibles and coinsurance, to help finance health benefit plans.

Deductible: The amount of out-of-pocket expenses that must be paid for health services by the insured before becoming payable by the carrier.

Exclusive Provider Organization (EPO): A more rigid type of PPO, closely related to an HMO. Provides benefits or levels of benefits only if care is rendered by providers within a specific network (with some exceptions for emergency and out-of-area services).

Explanation of Benefits (EOB): A description, sent to patients by health plans, of benefits received and services for which the health care provider has requested payment.

Fee for Service: A method of billing for health services, under which a health provider charges separately for each service rendered. This is the usual method of billing by the majority of physicians.

Formulary Doctor's List: A listing of prescription medications that will be covered by a plan or insurance contract that often fosters substitution of generic or therapeutic equivalents on a cost-effective basis.

Gatekeeper: The primary care provider responsible for managing medical treatment rendered to an enrollee of a health plan.

Health Maintenance Organization (HMO): A prepaid medical plan that provides a comprehensive predetermined medical care benefit package.

Inpatient: A person who occupies a hospital bed while under observation, care, diagnosis or treatment for at least 24 hours.

Mandated Benefits: A specific set of benefits required by law to be provided by all insurance carriers and reimbursed under all insurance policies.

Maximum Benefit: The highest annual or lifetime benefit that can be received under an insurance contract.

Maximum Out-of-Pocket Payments: The maximum amount of money a person will pay in addition to premium payments. The out-of-pocket payment is usually the sum of the deductible and coinsurance payments, and does not include copayments or non-covered expenses.

Medical Case Management: This option, often offered by insurance companies, provides coordinators to handle high cost claims and recommends specialized care and services targeted to an individual's treatment goals and needs. Case management is most often used to deal with catastrophic illnesses. The case management coordinator helps to oversee overall management of the patient, from the onset of the illness or injury into acute care hospitalization, specialized care programs and follow-up treatment.

Outpatient: A person who visits a clinic, emergency room or health facility and receives health care without being admitted as an overnight patient.

Outpatient Surgery: Same day surgery without anticipation of the overnight stay of patients. This is often performed at an ambulatory care facility.

Glossary of Commonly Used Terms

Outpatient Surgical Facility: A freestanding center or entity within the hospital that is approved and licensed by the state to perform outpatient diagnostic services or surgical treatment of an illness or injury.

Point of Service Plan (POS): Members do not have to choose how to receive services until services are needed. In some plans, for example, members decide whether to use a network provider or an outside provider. Although the services of an outside provider are covered, benefits are greater if members select a preferred provider (example 70% vs. 100% coverage).

Preferred Provider Organization (PPO): A group of hospitals and physicians that contract on a fee-for-service basis with employers, insurance companies or other third party administrators to provide comprehensive medical service. Providers exchange discounted services for increased volume. Participants' out-of-pocket costs are usually lower than under a fee-for-service plan.

Preventive Care: Comprehensive care emphasizing priorities for prevention, early detection and early treatment of conditions, generally including routine physical examinations, immunization and well person care.

Primary Care (PCP): Routine medical care, normally provided in a doctor's office. Professional and related services administered by an internist, family practitioner, general practitioner, or pediatrician.

Specialist (Spec): Physician who concentrates on medical activities in a particular specialty of medicine.

Prescription Drugs

Average Wholesale Price (AWP): The published suggested wholesale price of a drug. It is often used by pharmacies as a cost basis for pricing prescriptions. While a reliable pricing reference for brand-name drugs, it can be misleading in the case of generic drugs since each manufacturer establishes its own AWP for the generic drug. This can result in a broad range of prices for the identical product.

Brand-Name Drugs: A drug protected by a patent issued to the original innovator or marketer. The patent prohibits the manufacture of the drug by other companies as long as the patent remains in effect.

Formulary: A listing of prescription medications that will be covered by a plan or insurance contract that often fosters substitution of generic or therapeutic equivalents on a cost-effective basis.

Generic Equivalent Drugs: Drug that is equal in therapeutic power to the brand-name originals because they contain identical active ingredients at the same doses.

Legend Drugs: Drugs that must be obtained by doctor prescription, as opposed to those prescribed by a doctor but available over the counter.

Over the Counter (OTC): Drugs available without a prescription.

Glossary of Commonly Used Terms

Dental

Balance Billing: The practice of charging full fees in excess of covered amounts and then billing the patient for that portion of the bill that the payer does not cover.

Coinsurance: A policy provision by which both the insured person and insurer share covered dental expenses in a specified ratio (e.g., 80%/20%), after the deductible is met.

Deductible: The amount of out-of-pocket expenses that must be paid for services by the insured before becoming payable by the carrier.

Dental Maintenance Organization (DMO): Provides comprehensive dental services to a particular group for a fixed fee.

Direct Reimbursement: A self-funded program in which the individual is reimbursed based on a percentage of dollars spent for dental care provided and which allows beneficiaries to seek treatment from the dentist of their choice.

Endodontics: Diagnosis and treatment of diseases of the tooth pulp, root canal, and apex (tip of the tooth root).

Explanation of Benefits (EOB): A description, sent to patients by health plans, of benefits received and services for which the health care provider has requested payment.

Oral and Maxillofacial Surgery: Deals with diseases, injuries, and defects of the jaw and related structures.

Orthodontics: Aligns teeth with a variety of appliances.

Percentile: A range of distribution of provided charges determined by a third party payer for specific services. For example, if the third party uses a 90th percentile, maximum payment may be made for any charge at or below that level.

Periodontics: Involves the tissues that surround the teeth – the gingival, cementum, periodontal membrane, and supporting bone.

Section 125 - Premium Only Plan

Cafeteria Plan: Defined by the Internal Revenue Code as a plan that permits the participant to choose between two or more benefits consisting of cash and qualified benefits.

Dependent Care Spending Account: Employer-sponsored flexible benefit plan feature that permits employees to use pretax (tax-free) dollars from their paychecks to pay the cost of care for children or elderly dependents up to a certain legislated limit and within very specific guidelines.

Flexible Benefit Plan: A benefit program under Section 125 of the Internal Revenue Code that offers employees a choice between permissible taxable benefits, including cash, and nontaxable health and welfare benefits such as life and health insurance, vacation pay, retirement plans and child care. Although a common core of benefits may be required, the employee can determine how his or her remaining benefit dollars are to be allocated for each type of benefit from the total amount promised by the employer. Sometimes employee contributions may be made for additional coverage.

Flexible Spending Accounts (FSAs): Many flexible benefit programs include flexible spending accounts, which give employees a choice between taxable cash and nontaxable compensation in the form of payment or reimbursement of eligible, tax-favored welfare benefits. FSAs can be funded through salary reduction, employer contributions or a combination of both. Employees can purchase additional benefits, pay health insurance deductibles and copayments, or pay for child care benefits with the money in their FSAs.

Section 125 Plan: A plan in compliance with Section 125 of the Internal Revenue Code, which protects an employee from constructive receipt of the cash he or she has as a choice of benefits under a cafeteria plan.

Use-It-or-Lose-It Rule: A rule forbidding cafeteria plans to let participants defer receipt and taxation of compensation from year to year by carrying over unused pretax contributions or plan benefits.

Glossary of Commonly Used Terms

Miscellaneous Terms

Adverse Selection: The tendency of an individual to recognize his or her health status in selecting the option under a retirement system or insurance plan that tends to be most favorable to him or her (and more costly to the plan). In insurance usage, a person with an impaired health status or with expected medical care needs applies for insurance coverage financially favorable to himself or herself and detrimental to the insurance company. Also known as anti-selection.

Carve-Out: A program separate from the primary plan designed to provide a specialized type of care, such as a mental health carve-out; or for a designated group of employees, such as a management carve-out.

Contributory Plan: A benefit plan under which employees bear part of the cost.

Employee Assistance Plan (EAP): Designed to help employees whose job performance is being adversely affected by personal problems. The program may also apply to many types of health education, prevention, counseling and control of specific conditions (e.g. alcoholism, smoking, fitness, etc.).

Employee Contribution: Made by an employee into a plan. May or may not be required for participation.

Experience: Usually expressed as a ratio or percentage, it is the relationship of premium to claims, coverage or benefits of a plan for a specified period of time.

Experience-Rated Premium: A premium based on the anticipated claims experience of, or utilization of service by, a contract group according to its age, sex and any other attributes expected to affect its health service utilization. Such a premium is subject to periodic adjustment in line with actual claims or utilization experience.

Experience Rating: The process of determining the premium rate for a group risk, wholly or partially on the basis of that group's experience.

Minimum Participation Requirement: Minimum number of eligible employees that must elect coverage in order for a carrier to write a policy, normally expressed as a percentage.

Noncontributory Provision: A term applied to employee benefit plans under which the employer bears the full cost of the benefits for the employees. One hundred percent of eligible employees must be insured.

Preexisting Condition: A physical and/or mental condition of an insured person that existed prior to the issuance of his or her policy. Excluded from coverage under some policies.

Reasonable and Customary (R&C) Charge: The prevailing charge made by providers of similar expertise for a similar procedure in a particular geographic area. See also Usual, Reasonable and Customary Fees.

Trend Factor: The measurement for actuarial purposes of the change in the cost of health care after weighing inflationary changes, changes in utilization and technology.

Usual, Customary and Reasonable (UCR) Fees: *Usual* is the fee usually charged for a given service by a provider; *customary* is a fee in the range of usual fees charged by similar providers in area; *reasonable* is a fee, according to the review committee, that meets the lesser of the two criteria or is justified in the circumstances.

Voluntary (Employee-Pay-All) Benefits: Specific benefits that the employer administers and the employees pay for. Commonly used for benefits that employees want but which the employer is unable or unwilling to contribute toward.

Disability

Partial Disability: Due to injury or sickness, the insured, while unable to perform all the material duties of his regular occupation on a full-time basis, is:

1. Performing at least one of the material duties of his regular occupation or another occupation on a part-time of full-time basis;

Glossary of Commonly Used Terms

2. Earning currently at least 20% less per month than his indexed pre-disability earnings due to that same injury or sickness.

Partial Plus: Product enhancement which will not offset with return to work earnings for the first twelve months of an attempted return to work until the gross benefit combined with the claimant's return to work earnings exceed 100% of their pre-disability earnings.

Residual Disability: "Disability" and "disabled" mean that because of injury or sickness:

2. After benefits have been paid for (24) months, the insured cannot perform each of the material duties of any gainful occupation for which he is reasonably fitted by training, education, or experience; or

3. The insured, while unable to perform all the material duties of his regular occupation on a full-time basis is:

A. performing at least some of the material duties of his regular occupation or another occupation a part-time or full-time basis;

B. earning currently at least 20% less per month than his indexed pre-disability earnings due to that same injury or sickness.

NOTE: Total disability is not required to qualify for disability benefits.

Survivor Benefit: If after an insured has been continuously disabled for at least 180 days, upon receipt of proof that the insured employee has died while receiving a benefit, the company will pay to the eligible survivor, or estate if there are no survivors, a lump sum benefit equal to three times the gross monthly benefit paid.

Tolerable Loss Ratio: "Break-Even Point". The maximum percentage of premium available to cover incurred claims without losing money on the case. For example, a tolerable loss ratio of 80% means we can allocate up to 80 cents of every premium dollar to cover incurred claims and still remain profitable. The remaining 20 cents covers our expenses and profit. The tolerable loss ratio varies with premium size.

Zero Day Residual: Satisfying the elimination period with any combination of total or partial disability. See Residual.

Social Security Freeze: Provides that if an insured employee is disabled after the date the Social Security Freeze is effective and becomes entitled to receive a monthly benefit, then the monthly benefit cannot be reduced in the future due to any cost-of-living increase in Social Security benefits payable.

Primary Integration: The LTD benefit is reduced, dollar for dollar, by social security benefits paid or payable to the insured because of the worker's disability. This does not include benefits payable to the eligible spouse and/or children.

Full or Family Integration: The LTD benefit is reduced, dollar for dollar, by all Social Security benefits paid or payable because of a worker's disability. This includes any benefits payable to eligible spouse and/or children.

Exclusions: Specified conditions or circumstances for which the policy does not provide benefits.

Compensation Disclosure

Compensation. In addition to the commissions or fees received by us for assistance with the placement, servicing, claims handling, or renewal of your insurance coverages, other parties, such as excess and surplus lines brokers, wholesale brokers, reinsurance intermediaries, underwriting managers and similar parties, some of which may be owned in whole or in part by Brown & Brown, Inc., may also receive compensation for their role in providing insurance products or services to you pursuant to their separate contracts with insurance or reinsurance carriers. That compensation is derived from your premium payments. Additionally, it is possible that we, or our corporate parents or affiliates, may receive contingent payments or allowances from insurers based on factors which are not client-specific, such as the performance and/or size of an overall book of business produced with an insurer. We generally do not know if such a contingent payment will be made by a particular insurer, or the amount of any such contingent payments, until the underwriting year is closed. That compensation is partially derived from your premium dollars, after being combined (or "pooled") with the premium dollars of other insureds that have purchased similar types of coverage. We may also receive invitations to programs sponsored and paid for by insurance carriers to inform brokers regarding their products and services, including possible participation in company-sponsored events such as trips, seminars, and advisory council meetings, based upon the total volume of business placed with the carrier you select. We may, on occasion, receive loans or credit from insurance companies. Additionally, in the ordinary course of our business, we may receive and retain interest on premiums you pay from the date we receive them until the date of premiums are remitted to the insurance company or intermediary. In the event that we assist with placement and other details of arranging for the financing of your insurance premium, we may also receive a fee from the premium finance company.

If an intermediary is utilized in the placement of coverage, the intermediary may or may not be owned in whole or part by Brown & Brown, Inc. or its subsidiaries. Brown & Brown entities operate independently and are not required to utilize other companies owned by Brown & Brown, Inc., but routinely do so. In addition to providing access to the insurance company, the Wholesale Insurance Broker/Managing General Agent may provide additional services including, but not limited to: underwriting; loss control; risk placement; coverage review; claims coordination with insurance company; and policy issuance. Compensation paid for those services is derived from your premium payment, which may on average be 15% of the premium you pay for coverage, and may include additional fees charged by the intermediary.

Questions and Information Requests: Should you have any questions, or require additional information, please contact this office at 317-574-5000 or 1-800-759-2777. If you prefer, please submit your question or request online at <http://www.bbinsurance.com/customerinquiry.shtml>.

* * * Communication Result Report (May. 5. 2022 3:43PM) * * *

2}

Date/Time: May. 5. 2022 3:42PM

File No. Mode	Destination	Pg (s)	Result	Page Not Sent
5085 Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 2) Busy
- E. 3) No answer
- E. 4) No facsimile connection
- E. 5) Exceeded max. E-mail size
- E. 6) Destination does not support IP-Fax

Agenda

May 9, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Old Business
 - 1. Elwood - 30 Ton Diakin Chiller w/Plate and Frame Heat Exchanger and Cement Pad
- New Business
 - 1. Health Insurance Renewal
 - 2. Yearly Review of Internet Policy, Computer Use Policy and Wireless Internet Policy
- Public Comment
- Adjournment

Please Publish

* * * Communication Result Report (May. 5. 2022 3:43PM) * * *

1)
2)

Date/Time: May. 5. 2022 3:42PM

File	No. Mode	Destination	Pg(s)	Result	Page Not Sent
5086	Memory TX	call leader	P. 1	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

May 9, 2022

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Board of Trustees**

Elwood Public Library

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- Public Comment
- Adjournment.

Please Publish

* * * Communication Result Report (May. 5. 2022 3:44PM) * * *

1)
2)

Date/Time: May. 5. 2022 3:42PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
5087	Memory TX	Frankton FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

May 9, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Old Business
 - 1. Elwood - 30 Ton Diakin Chiller w/Plate and Frame Heat Exchanger and Cement Pad
- New Business
 - 1. Health Insurance Renewal
 - 2. Yearly Review of Internet Policy, Computer Use Policy and Wireless Internet Policy
- Public Comment
- Adjournment

Please Publish

* * * Communication Result Report (May. 5. 2022 3:45PM) * * *

1)
2)

Date/Time: May. 5. 2022 3:42PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
5088	Memory TX	Summitville FAX	P. 1	OK	

Reason for error

- | | |
|---------------------------------|---|
| E. 1) Hang up or line fail | E. 2) Busy |
| E. 3) No answer | E. 4) No facsimile connection |
| E. 5) Exceeded max. E-mail size | E. 6) Destination does not support IP-Fax |

Agenda

May 9, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Old Business
 - 1. Elwood - 30 Ton Diakin Chiller w/Plate and Frame Heat Exchanger and Cement Pad
- New Business
 - 1. Health Insurance Renewal
 - 2. Yearly Review of Internet Policy, Computer Use Policy and Wireless Internet Policy
- Public Comment
- Adjournment

Please Publish

Agenda

May 20, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
4:30 P.M.

Call to Order

Call for Quorum

New Business

1. Closing Library Early Daily – No Air Conditioning

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Elwood Public Library
Special Meeting
May 20, 2022
4:30 PM

CALL TO ORDER

President Glenn Eddleman called a special meeting of the North Madison County Public Library Board of Trustees to order on May 20, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Mary Kiplinger, Kathy Small, Kenny Giselbach, Larry Watson, and Lisa Hobbs. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

NEW BUSINESS

Closing Library Early Daily-No Air Conditioning

The Elwood Library is currently without air conditioning and will be for a minimum of two more weeks. By late afternoon the temperature and humidity inside the library can be very uncomfortable. Director Scott would like permission to close the library when conditions are intolerable. Larry Watson moved Director Scott be allowed to close the library at her discretion until the new air conditioning is in working order. Kathy Small made a second and the motion carried.

Public Comment

There was no public comment.

Adjournment

President Eddleman adjourned the meeting by consent.

Mary E Kiplinger
Janet Stover
Glenn Eddleman

Kathy Small, Secretary
Kathy Small, Secretary
Larry Watson
Kenny Giselbach
Lisa Hobbs

* * * Communication Result Report (May. 18. 2022 2:42PM) * * *

2}

Date/Time: May. 18. 2022 2:40PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5171 Memory TX	Summitville FAX	P. 1	OK	

Reason for error

M. 1) Hang up or line fail
M. 3) No answer
M. 5) Exceeded max. E-mail size

E. 2) Busy
E. 4) No facsimile connection
E. 6) Destination does not support IP-Fax

Agenda

May 20, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
4:30 P.M.

Call to Order
Call for Quorum
New Business
1. Closing Library Early Daily - No Air Conditioning
Public Comment
Adjournment

* * * Communication Result Report (May. 18. 2022 2:41PM) * * *

2}

Date/Time: May. 18. 2022 2:40PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5170 Memory TX	Frankton FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail
 E. 3) No answer
 E. 5) Exceeded max. E-mail size

E. 2) Busy
 E. 4) No facsimile connection
 E. 6) Destination does not support IP-Fax

Agenda

May 20, 2022

North Madison County Public Library System
 Board of Trustees

Elwood Public Library

Special Meeting
 4:30 P.M.

Call to Order
 Call for Quorum
 New Business
 1. Closing Library Early Daily – No Air Conditioning
 Public Comment
 Adjournment

* * * Communication Result Report (May. 18. 2022 2:40PM) * * *

1)
2)

Date/Time: May. 18. 2022 2:39PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5168 Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

May 20, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- New Business
 - 1. Closing Library Early Daily – No Air Conditioning
- Public Comment
- Adjournment

Please Publish :

* * * Communication Result Report (May. 18. 2022 2:41PM) * * *

1)
2)

Date/Time: May. 18. 2022 2:39PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
5169	Memory TX	call leader	P. 1	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 2) Busy
- E. 3) No answer
- E. 4) No facsimile connection
- E. 5) Exceeded max. E-mail size
- E. 6) Destination does not support IP-Fax

Agenda

May 20, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- New Business
 - 1. Closing Library Early Daily -- No Air Conditioning
- Public Comment
- Adjournment

Please Publish

Agenda

June 13, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Mr. Hazelbaker's Donation Proposal for Summitville's South Pavilion
2. **ADD: Yearly Review of Internet Policy and Computer Use Policy**

New Business

1. Timeline for 2023 Budget Approval
2. Initial Budget Review
3. Trust Indiana
4. Patron Behavior Policy
5. **ADD: Mileage Reimbursement Policy**
6. **ADD: Summitville - Replace Blower Motor**
7. Elwood's Pavilion/Memorial Brick Walkway Project
8. **ADD: Copyright and Print Artwork Resolution**

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Elwood Public Library
Regular Meeting
June 13, 2022
4:30 PM

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on June 13, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Janet Stover, Mary Kiplinger, Kathy Small, Larry Watson, Kenny Giselbach, and Lisa Hobbs. Welcome to our new member Janet Stover. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

Kathy Small made a motion to approve the consent agenda. Lisa Hobbs seconded and the motion carried. The members signed the minutes and claims register. Treasurer Mary Kiplinger signed checks.

OLD BUSINESS

Mr. Hazelbaker's Donation Proposal for Summitville's South Pavilion

Mr. Hazelbaker verbally offered \$100,000.00 to get the pavilion project started in Summitville. Director Scott is in the process of getting an estimate from David Baney. Director Scott is looking into a Class 1 Structure State Design Release through the Department of Homeland Security since we already have building plans. Director Scott is also pursuing grants for this project.

Yearly Review of Internet Policy and Computer Use Policy

The Internet Policy and Computer Use Policy were reviewed. Everything in the Computer Use Policy is covered in the Internet Policy. Lisa Hobbs made a motion to discontinue the Computer Use Policy. Larry Watson made a second and the motion carried.

NEW BUSINESS

Timeline for 2023 Budget Approval

Board Members reviewed the timeline for the 2023 Budget. Approval, public hearing and adoption of the 2023 budget will all take place at regularly scheduled board meetings. No changes were made.

Initial Budget Review

We will be decreasing the budget for our Rainy Day fund for 2023 to \$50,000.00. We are using Rainy Day funds to pay for the new chiller. The Operating Fund and LIRF will remain the same for 2023.

TrustIndiana

Administrative Assistant Sheri Wallace shared information packets for TrustIndiana. This is an investment pool for Government funds managed by the Treasurer of the State of Indiana. The Trustees will review this information and will discuss investing next month.

Patron Behavior Policy

Director Scott would like to add the following to the Patron Behavior Policy:

5. Excessive sleeping and camping are prohibited. For purposes of this policy, “camping” includes:

- sleeping for an extended period (not including incidental napping), lying down and sleeping on a couch, bench, floor or other surface, with or without one’s belongings
 - Excessive use of seating or space that interferes with services the library offers
 - Using the bathrooms for bathing, showering or for more than casual grooming
 - Use of bedrolls, blankets, and other such covering; storing personal belongings; carrying on cooking activities; and other similar behavior that amounts to using the seating or space as a temporary shelter or living quarters. Whether a given use constitutes “camping” will be determined based on the facts and circumstances of specific situations.
- Larry Watson moved to add “camping” to the Patron Behavior Policy. Kenny Giselbach seconded and the motion carried.

House Bill 1296 signing Constitutional Carry into law goes into effect July 1, 2022.

Director Scott would like to remove the following from our Patron Behavior Policy:

2. Carrying concealed or obvious weapon(s). An exception to this zero tolerance behavior: A legal U.S. resident who legally possesses a firearm may carry, transport or store a firearm and any accessories, including ammunition, on library property. “Firearm” means any weapon that is capable of expelling or designed to expel or that may readily be converted to expel a projectile by means of an explosion.

Kenny Giselbach made a motion to remove the firearms segment for the Patron Behavior Policy. Lisa Hobbs seconded and the motion carried.

Mileage Reimbursement Policy

Director Scott would like to change the Mileage Reimbursement Policy to remove *at the rate of \$.44 per mile as of February 16, 2015. Replacing it with, The rate per mile will be evaluated twice a year at the January and June library board meetings. The yearly amount budgeted for Travel Expense, the current cost of gasoline per gallon and the IRS and State of Indiana current mileage rates will be considered.*

January 2022-\$.44 per mile

June 2022-\$.58.5 per mile

Kathy Small moved to accept the changes to the Mileage Reimbursement Policy. Mary Kiplinger seconded and the motion carried.

Summitville- Replace Blower Motor

Rick Cope from Vasey contacted Director Scott about the increase in costs in equipment. As soon as their inventory runs out prices will increase twenty five percent to 2023 prices. Replacement of the blower motor at Summitville was quoted at \$1,108.00. Larry Watson moved to replace the blower motor at \$1,108.00. Kenny Giselbach seconded and the motion carried.

Elwood's Pavilion/Memorial Brick Walkway Project

Carrie and Becky from K2M Design ,which is now also InterDesign, stopped in and looked at this project. InterDesign was the architecture firm for the library. They suggested the original architect had a vision to incorporate the arch and would consult with him. They sent a quote of \$24,000.00 for Programming, Conceptual Design and Schematic Design.

Copyright and Print Artwork Resolution

The art appraiser suggested that we get copyright for all the Marvin Crim donated paintings of trains. We could then sell prints and post cards of them to train enthusiasts across the country. Director Scott has contacted copyright lawyer John Ritchison concerning this matter. The cost will be \$65 per painting with a total cost of \$1700.00 to seek copyright for all 18 paintings. The Resolution to Pursue Donations and Income By Protecting/Copyrighting Train Prints and then Selling Prints by and for North Madison County Public Library System was read. Kathy Small moved to accept the Resolution as read. Janet Stover seconded and the motion carried. Trustees signed the Resolution.

Directors Report

The new chiller is installed. They had to change plumbing and wiring and things look very different. June 8th was the first full day of air conditioning.

Public Comment

There was no public comment.

Adjournment

President Eddleman adjourned the meeting by consent.

Kathy Small, Secretary
Kathy Small, Secretary

Mary E Kiplinger
Janet Stover

Kenny Giselbach
Lisa A Holts

Dennis Eddleman

Register Of Claims

North Madison County Public Library System

Report Date: From 05/01/22 To 05/31/22

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	267	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	05/09/22	IN Deferred Comp Empl matching Plan: Robertson
				Total this claim =	<u>\$201.42</u>		
0	242	CENTERPOINT ENERGY	Operating Fund	Gas	\$0.00	05/09/22	
				Total this claim =	<u>\$0.00</u>		
0	249	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$501.46	05/09/22	Service for Summitville
				Total this claim =	<u>\$501.46</u>		
0	262	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Empl.Share FICA&Medicare Emp Cont PERF	\$496.99 \$1,855.38	05/07/22	PERF Deposit
				Total this claim =	<u>\$2,352.37</u>		
0	263	EFTPS	Federal Tax Withheld FICA Medicare Operating Fund Operating Fund	Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare	\$2,019.89 \$1,334.80 \$312.19 \$1,334.80 \$312.19	05/11/22	Federal Tax Deposit
				Total this claim =	<u>\$5,313.87</u>		
0	266	NATIONWIDE	Annuity	Payroll Deductions	\$266.00	05/09/22	Payroll ending 5/7/22
				Total this claim =	<u>\$266.00</u>		
0	293	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.08	05/25/22	May Service Charge
				Total this claim =	<u>\$10.08</u>		
0	275	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,007.40	05/25/22	Service for Elwood
				Total this claim =	<u>\$2,007.40</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	279	SYNCB/AMAZON	Operating Fund	Elwood AV	\$515.94	05/25/22	As per attached invoices.
			Operating Fund	Frankton AV	\$396.42		
			Operating Fund	Summitville AV	\$373.44		
			Operating Fund	Office Supplies	\$45.47		
			Operating Fund	Operating Supplies	\$126.33		
			Operating Fund	Elwood Adult	\$243.66		
			Operating Fund	Elwood Children's Programing	\$85.57		
			Operating Fund	Elwood Adult Programing	\$16.95		
			Operating Fund	Summitville	\$18.85		
				Total this claim =	<u>\$1,822.63</u>		
0	282	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	05/11/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,819.11		
			Operating Fund	Wages of Janitor	\$1,071.20		
				Total this claim =	<u>\$21,564.71</u>		
0	287	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$789.88	05/25/22	Health Ins June 1-30
			Operating Fund	Emp Cont Group Ins	\$7,837.87		
				Total this claim =	<u>\$8,627.75</u>		
0	290	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	05/25/22	IN Def Comp Emp Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		
0	291	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,679.26	05/25/22	May Withholdings
			County Tax Withheld	Payroll Deductions	\$693.43		
				Total this claim =	<u>\$2,372.69</u>		
0	289	NATIONWIDE	Annuity	Payroll Deductions	\$266.00	05/25/22	Payroll Ending 5/21/22
				Total this claim =	<u>\$266.00</u>		
0	283	INDIANA PUBLIC RETIREMENT	PERF	Empl.Share FICA&Medicare	\$460.14	05/25/22	PERF Deposit
			Operating Fund	Emp Cont PERF	\$1,717.82		
				Total this claim =	<u>\$2,177.96</u>		
0	288	AFLAC	AFLAC	Payroll Deductions	\$214.26	05/25/22	May Withholdings
				Total this claim =	<u>\$214.26</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	286	CARDMEMBER SERVICE	Operating Fund	Elwood Children's Programing	\$67.16	05/25/22	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$25.00		
			Operating Fund	Professional Services	\$16.32		
			Operating Fund	Professional Services	\$75.00		
			Operating Fund	Professional Services	\$95.99		
			Operating Fund	Advertising & Public Notices	\$350.00		
			Operating Fund	Professional Services	\$35.00		
			Operating Fund	Furniture & Equipment	\$61.32		
			Operating Fund	Bldg. Matl. And Supplies	\$11.50		
			Operating Fund	Fuel, Oil and Lubricants	\$21.48		
				Total this claim =	\$758.77		
0	292	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	05/25/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,299.67		
			Operating Fund	Wages of Janitor	\$1,104.19		
				Total this claim =	\$21,078.26		
0	284	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,881.86	05/25/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,304.63		
			Medicare	Empl.Share FICA&Medicare	\$305.14		
			Operating Fund	Empl.Share FICA&Medicare	\$1,304.63		
			Operating Fund	Empl.Share FICA&Medicare	\$305.14		
				Total this claim =	\$5,101.40		
33403	239	AT&T	Operating Fund	Telephone & Telegraph	\$195.41	05/09/22	Service for Elwood
				Total this claim =	\$195.41		
33404	240	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,100.67	05/09/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$508.95		
			Operating Fund	Elwood YA	\$192.87		
			Operating Fund	Frankton	\$792.71		
			Operating Fund	Summitville	\$697.15		
				Total this claim =	\$3,292.35		
33405	241	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$286.56	05/09/22	A/P Checks
				Total this claim =	\$286.56		

<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>
33406	243	COLLABORATIVE SUMMER LIB	Operating Fund	Elwood Children's Programing	\$165.95	05/09/22	Summer Reading supplies Elwood, Summitville
			Operating Fund	Elwood Adult Programing	\$23.60		
			Operating Fund	Summitville Programing	\$159.17		
				Total this claim =	<u>\$348.72</u>		
33407	244	DEMCO	Operating Fund	Book Processing	\$247.71	05/09/22	Book processing
				Total this claim =	<u>\$247.71</u>		
33408	265	DOLLAR GENERAL-REGIONS 4	Operating Fund	Cleaning & Sanitation Supplies	\$48.00	05/09/22	As per attached invoices.
			Operating Fund	Summitville Programing	\$20.85		
			Operating Fund	Elwood Adult Programing	\$7.00		
			Operating Fund	Elwood Children's Programing	\$6.00		
				Total this claim =	<u>\$81.85</u>		
33409	245	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,377.92	05/09/22	VoIP & Internet
			Operating Fund	Telephone & Telegraph	\$272.46		
				Total this claim =	<u>\$1,650.38</u>		
33410	246	FRONTIER	Operating Fund	Telephone & Telegraph	\$216.39	05/09/22	Service for Frankton
				Total this claim =	<u>\$216.39</u>		
33411	247	GRASS ROOTS PLUS, INC.	Operating Fund	Professional Services	\$86.00	05/09/22	Lawn application-Summitville
				Total this claim =	<u>\$86.00</u>		
33412	248	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$24.55	05/09/22	Service for Summitville
				Total this claim =	<u>\$24.55</u>		
33413	251	JANE BURTON	Operating Fund	Other Repair & mainten.supplies	\$108.00	05/09/22	2 YARDS MULCH - HAZELBAKER
				Total this claim =	<u>\$108.00</u>		
33414	250	JUNIOR LIBRARY GUILD	Operating Fund	Elwood Childrens	\$1,200.50	05/09/22	Children's book renewal 7/1/22-6/1/23
				Total this claim =	<u>\$1,200.50</u>		
33415	252	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$93.00	05/09/22	Waste removal service - Frankton
				Total this claim =	<u>\$93.00</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>
33416	253	MIDWEST TAPE	Operating Fund	Frankton AV	\$241.92	05/09/22	As per attached invoices.
			Operating Fund	Elwood AV	\$600.79		
			Operating Fund	Summitville AV	\$323.90		
			Operating Fund	Book Processing	\$363.97		
			Total this claim =				
33417	254	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$367.83	05/09/22	LED Retro fit lights in Restrooms and Closet
			Total this claim =				
33418	264	RICOH USA, INC	Operating Fund	Office Supplies	\$155.07	05/09/22	Copies for Elwood
			Total this claim =				
33419	255	RYAN BURRIS	Operating Fund	Traveling Expense	\$133.76	05/09/22	Travel reimbursement 304 miles @ \$.44 = \$133.76
			Total this claim =				
33420	256	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$28.95	05/09/22	Peg Shafer
			Total this claim =				
33421	257	STACEY JONES	Operating Fund	Frankton Programing	\$15.00	05/09/22	Petty cash
			Total this claim =				
33422	258	STAPLES	Operating Fund	Office Supplies	\$54.16	05/09/22	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$111.04		
			Total this claim =				
33423	259	SWANK MOVIE LICENSING US	Operating Fund	Elwood Children's Programing	\$300.00	05/09/22	Movie license renewal for Frankton, Elwood, and Summitville
			Operating Fund	Elwood Adult Programing	\$300.00		
			Operating Fund	Frankton Programing	\$300.00		
			Operating Fund	Summitville Programing	\$300.00		
			Total this claim =				
33424	260	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$300.05	05/09/22	As per attached invoices.
			Total this claim =				

<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>
33425	261	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$1,574.00	05/09/22	Replace control board on Lochinvar lead boiler
				Total this claim =	<u>\$1,574.00</u>		
33426	278	AT&T	Operating Fund	Telephone & Telegraph	\$48.03	05/25/22	Service for Summitville
				Total this claim =	<u>\$48.03</u>		
33427	270	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$152.26	05/25/22	Service for Elwood
			Operating Fund	Waste Disposal Services	\$210.72		
				Total this claim =	<u>\$362.98</u>		
33428	277	GENERATIVE GROWTH II, LLC	Operating Fund	Elwood Adult Programing	\$33.97	05/25/22	Programing
				Total this claim =	<u>\$33.97</u>		
33429	276	GRASS ROOTS PLUS, INC.	Operating Fund	Professional Services	\$135.00	05/25/22	Service for Elwood
				Total this claim =	<u>\$135.00</u>		
33430	269	OBMARY BAKER-BOUDISSA	Operating Fund	Professional Services	\$200.00	05/25/22	90 Minute Session: Exploring Bias for staff in service
				Total this claim =	<u>\$200.00</u>		
33431	274	RYAN BURRIS	Operating Fund	Traveling Expense	\$30.80	05/25/22	Travel for May 70 miles @ \$.44
				Total this claim =	<u>\$30.80</u>		
33432	273	STACEY JONES	Operating Fund	Postage & UPS	\$4.33	05/25/22	Petty Cash
				Total this claim =	<u>\$4.33</u>		
33433	280	STAPLES	Operating Fund	Operating Supplies	\$87.06	05/25/22	Office/cleaning supplies
			Operating Fund	Office Supplies	\$91.25		
				Total this claim =	<u>\$178.31</u>		
33434	268	TOWN OF FRANKTON	Operating Fund	Electricity	\$310.63	05/25/22	Service for Frankton
			Operating Fund	Water	\$31.71		
			Operating Fund	Waste Disposal Services	\$26.72		
				Total this claim =	<u>\$369.06</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
33435	272	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$53.74	05/25/22	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
			Operating Fund	Waste Disposal Services	\$5.00		
			Total this claim =		\$70.24		
33436	271	VICTORIA WALSER	Operating Fund	Fuel, Oil and Lubricants	\$4.45	05/25/22	Petty Cash
			Operating Fund	Professional Services	\$5.00		
			Total this claim =		\$9.45		
33437	281	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$113.35	05/25/22	Copier Lease for Elwood
				Total this claim =			
33438	285	SARAH FOX	Operating Fund	Summitville Programing	\$16.96	05/25/22	Petty Cash
				Total this claim =			

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
Total Amount of Claims					\$89,712.79		

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 13, 2022

Mary E. Kepke
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 13 day of June, 2022.

<u>Kristy Small</u>	<u>Laura Watson</u>	
<u>Janet Stover</u>	<u>Kenneth Griffin</u>	
<u>Glenn Eddleman</u>	<u>John Atchley</u>	

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Personnel Report

June 13, 2022

On May 27, 2022 – Mike Robertson was hurt shoveling river rock at the Hazelbaker Library. He was helping me spruce up the landscaping in preparation of Mr. and Mrs. Hazelbaker and family attending the Hazelbaker Scholar's Tea on June 4, 2022.

On June 10, 2022 – Victoria "Tori" Walser dropped a chair on her ankle.

Ron Rush was hired today to work at the Elwood Public Library as one of the part-time 20 hour/wk. custodians.

PUBLIC ACCESS COMPUTER POLICY OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

Access to electronic information via the World Wide Web is complementary to the mission of the North Madison County Public Library System (hereafter identified as NMCPLS). Electronic information can satisfy the research and informational needs of NMCPLS users, and access to the Internet provides an unlimited resource of knowledge contained in libraries, databases, and other information resources around the world.

No one owns the Internet and therefore it cannot be legally controlled in its content or information. The NMCPLS Board of Trustees and the library staff are not responsible for the information that is accessed/obtained while using library equipment. In offering the Internet to the community, library staff cannot control websites, which often change unpredictably and rapidly. Therefore, library users access and use the Internet at their own risk. Users are hereby notified that they, not NMCPLS, are responsible for the websites they reach on the Internet.

The library strongly recommends that users of the Internet not reveal their personal address, telephone number, credit card number, bank account number, social security number or any other financial or personal information. The library can assume no liability for the performance or quality of any products purchased over the Internet and cannot guarantee the confidentiality of personal and credit card information transmitted over the Internet. Patrons are expected to have an appropriate form of payment for purchases made on the public computers. Soliciting to use an employee's personal debit/credit card to purchase items is not allowed.

Failure to abide by the Internet Use policy may result in the loss of Internet and/or NMCPLS library privileges. Continued violation of the situations listed below will result in suspension of all library privileges:

- Violation of computer security system.
- Violation of another user's privacy.
- Use of the internet for unlawful, indecent, or malicious activities, including display of sexually explicit graphics
- Misrepresentation of the library or the identity of oneself.
- Use of abusive or objectionable language and the display or transmission of profane, abusive, or threatening language.
- Engaging in harassing behavior, such as sending or posting slanderous, libelous, obscene, or threatening messages, and other activities that could cause congestion and disruption of networks and systems.
- Violating any local, state, or federal statute.
- Downloading and/or installing software to the hard drive of any library computer.

The Board of Trustees of NMCPLS reserves the right to:

- Implement a fee structure in accordance with use of the Internet and to change the fees as necessary. [There is a charge of ten (\$.10) cents per black and white copy and forty (\$.40) cents per color copy if the patron wishes to print his work.]

- Use a software program to filter the use of the Internet according to the mission, collection policies, and community/legal standards with regard to obscenity on any or all computers. (Federal Law requires all public libraries that receive funding from grants, USF, and other sources to filter the Internet by July 2002.)
- Require the use of acceptable identification for anyone using the Internet at the library. All persons residing in or owning property in the townships we serve will be required to hold a current NMCPLS library card to access the library's computers. A computer card may be issued to those who live outside the library district. It allows the user computer access for one year (this does not allow material checkout). This card must be renewed in order to continue computer use after its one-year expiration. If a person is a visitor to the library, they may use the NMCPLS guest pass.
- Patrons recently moving to one of our 5 townships upon presenting an unexpired photo ID may be issued a computer courtesy card for 30 days to allow use of the library's computers until accepted forms of ID and residency are available unless the patrons already has an Evergreen account. After 30 days, the patron will be required to provide documentation to obtain a resident card.
- Limit the amount of time workstations may be used in order to make equipment available to other library users. Patrons will begin with a one-hour time limit. If no one is waiting to use the computer, the patron may begin increasing his or her time in fifteen (15) minute increments for a maximum of two (2) hours total. If the computers are full after your one-hour time limit, you must relinquish your computer to the waiting patrons. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time.
- Modify this policy at any time.

As in the use of all other NMCPLSs materials, children's access to the Internet is the sole responsibility of the child's parent or guardian. Parents of children who are under 18 years old must monitor their children's use of the Internet just as they monitor the use of NMCPLS's video collection. Parents and children are encouraged to read/view and discuss the resources that NMCPLS has available regarding safe and appropriate use of the Internet by minors. No child under 18 will be allowed to use the Internet without a signed consent form on file. Children under the age of 18 will not be allowed to use the computers located in the Indiana Room unless accompanied by a parent or guardian.

Presently, it is not possible to use the same selection criteria, which are used for other Library materials. Therefore, NMCPLS assumes no responsibility for the accuracy, quality, or quantity of any information, or the site where that information is obtained. The library does prohibit accessing obscene material and intentionally leaving it for others to view.

The NMCPLS offers laptop computers for checkout. The laptop computer may not leave the building and it must be returned in the condition in which it was loaned. Patrons are liable for any damages incurred during the loan period which may include replacement cost. Patrons over 18 years of age must provide a valid state issued I.D. to be left with the library staff for the duration of the laptop loan. The parent or legal guardian of patrons under the age of 18 may checkout a laptop computer to be used by his/her child in the library for homework purposes. During the loan of the laptop computer the parent or legal guardian will remain at the library and assume responsibility for the library's equipment. Staff will keep a record of the patron's name, address, and driver's license number for liability purposes. Laptop computer loan times will follow the time restraints placed on other workstations as stated in this policy. Staff use of the laptops takes precedence over patron checkout.

The computers designated for children at each branch are only to be used by children under the age of 18. Adults should only use these computers in a supervisory capacity. Children wishing to access Internet resources on these computers need a signed Internet Permission form on file. Teenagers wishing to access the teen-rated programs on these machines must have a library card, other approved age verification, or written parental consent on file.

The NMCPLS makes no guarantees, either expressed or implied, in respect to any equipment, programs, or other materials, their performance, or fitness for any particular purpose. Materials and equipment are provided for use "as is." The entire risk as to the quality and performance of computer equipment, programs, and documentation is with the user. In no event shall the library be liable for actual, incidental, or consequential damages in connection with or arising from the use of any equipment, programs, or other library materials. Misuse of the Library's computers or any violation of this or the Computer Use Policy will be subject to the Patron Behavior Policy.

Adopted 4/12/03

Reviewed & Amended 08/31/2006

Reviewed 06/11/2007

Reviewed & Amended 05/12/2008

Reviewed 06/10/2009

Amended 07/22/2009, 10/12/2009

Reviewed & Amended 05/10/2010, 05/09/2011

Reviewed 06/11/2012, 05/13/2013

Reviewed & Amended 05/12/2014, 05/18/2015, 05/16/2016

Reviewed 05/08/2017

Reviewed and Amended 05/14/2018

Reviewed and Amended 05/13/2019

Reviewed and Amended 07/13/2020

Amended 08/10/2020

Reviewed 08/09/2021

COMPUTER USE POLICY

You must read and agree to the terms below before
Continuing to use this service.
Use of this service is a privilege.
Failure to comply with these terms will result in the
Loss of that privilege.

Activating this timer constitutes agreement to the
Library's Internet and Computer Use policies.

Computer usage time is from opening until 15 minutes before closing at
Elwood Public Library, Frankton Community Library and Ralph E.
Hazelbaker Library.

1. Exit from all programs when you are done. **DO NOT TURN OFF THE COMPUTER.**
2. If you wish to save material, download your files to a removable storage device. Virus-checking software will NOT protect your computer if you download programs. If you are concerned about the possibilities of computer viruses, you should install and use virus protection software on your own computer. The library is not responsible for damage to personal removable storage devices.
3. **DO NOT modify this computer or software in any way.** This includes downloading and installing programs or plug-ins on this computer.
4. All applicable laws regarding copyright must be obeyed. (Title 17, U.S. Code)
5. Do not display text or graphics that may be legally defined by State and/or Federal law as obscenity or child pornography.
6. Users have the right of confidentiality and the right of privacy. However, security is technically difficult to achieve, and the computer is located in a public area. Electronic transactions of information and viewing screens could become public. As a result, **the library cannot guarantee privacy or confidentiality.** Remember to exercise common courtesy. It is rude to look over another's shoulder to see what he or she is doing on the computer, and it is disturbing to another's concentration to stand around the computer while waiting your turn. Remember that people using the Internet after you may see which sites you have visited. One person to a computer except for a patron that needs assistance.

7. Be aware that the connection may fail or the computer may “freeze” while you are using it. Such occurrences are unfortunate, but do not entitle you to go beyond your allotted time if others are waiting. The computers in the Computer Lab will be unavailable when needed for training.
8. Use of the Internet access computers is on a first-come, first-served basis. Patrons will be given one (1) hour on the computers to start with. If no one else is waiting you may begin extending your time in fifteen (15) minute increments for a maximum time of two (2) hours. If patrons are waiting to use the computers after your one-hour time limit, you must relinquish your computer for those waiting. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time. No reservations for future days will be made and telephone reservations will not be taken. **It is your responsibility to give up the computer after one hour.** If all computers are full the patron can reserve a computer by asking a staff member.
9. **Printing is 10 cents per black and white copy and 40 cents per color copy.** All printing is sent to a central printer at the Adult Circulation Desk. You must pick up your copies and pay at the Circulation Desk.
10. Misuse of the Library’s computers will be subject to the Library’s Patron Behavior Policy. The use of the computer should not infringe upon the rights of others.

Adopted 4/12/03

Reviewed & Amended 05/08/06

Reviewed 06/11/2007

Reviewed & Amended 05/12/2008

Reviewed & Amended 06/10/2009

Amended 07/22/2009

Reviewed & Amended 05/10/2010

Reviewed & Amended 05/09/2011

Reviewed 06/11/2012

Reviewed & Amended 05/13/2013

Reviewed & Amended 05/12/2014

Reviewed 05/16/2016

Reviewed 05/08/2017

Reviewed 05/14/2018

Reviewed 05/13/2019

Reviewed 07/13/2020

Reviewed 08/09/2021

Timeline for 2023 Budget

July 11, 2022 Regular monthly meeting at the Elwood Public Library for initial budget discussion.

August 2022 Sheri and I will meet with Ryan Burk from the Department of Local Government Finance.

August 8, 2022: Regular monthly meeting at the **Elwood Public Library** (4:30 pm). **Approve 2021 Budget for publication. Quorum is required.** Submit Form 3.

Sept. 1, 2022 Last day for units with appointed boards, including certain libraries under IC 6-1.1-17-20.3, to submit proposed 2023 budgets, tax rates, and tax levies to county fiscal body or other appropriate fiscal body for **binding** adoption, as applicable. IC 6-1.1-17-20, IC 6-1.1-17-20.3

Sept. 12, 2022: 4:30 pm **public hearing** required for budget at the **Elwood Public Library. Quorum is required.**
Regular Board Meeting immediately following public hearing.
(Must be completed at least 10 days before the library board meets to adopt the budget.
[IC 6-1.1-17-5 (a)])

Oct. 10, 2022: 4:30 pm regular monthly meeting at the **Elwood Public Library. Adopt 2023 Budget. Quorum is required.**

Oct. 14, 2022: All budgets forms submitted through Gateway within **five** days after library board adopts the budget. [IC 36-12-3-12] Last date to adopt budget **November 1, 2022.**

Oct. 12, 2022 Last day to post a notice to taxpayers ("Budget Form 3") of proposed 2023 budgets and net tax levies and a public hearing to Gateway. Units who have not submitted by October 12 will not have time to complete the process before the deadline. (Ind. Code § 6-1.1-17-3) Note: See October 22 for additional information.

Board signs Budget Form 4 – Ordinance for Appropriations and Tax Rates- at the adoption meeting which is then uploaded to Gateway.

June 30, 2022 - Deadline for State Budget Agency ("SBA") to provide Assessed Value Growth Quotient ("AVGQ") to civil taxing units, school corporations, and Department. (IC 6-1.1-18.5-2(c))

July 15, 2022 – DLGF provides each library with their maximum allowable budget able to be adopted by the library board, and the threshold that will trigger the budget to be adopted by the appropriate fiscal body.

July 15, 2022 - Department provides each unit with an estimate for the 2023 non-property tax revenues of MVH, LRS, ABC Gallonage, FIT, CVET, and Excise based on historical distribution amounts.

Aug 1, 2022– DLGF provides est. circuit breaker

Aug 1, 2022– Auditor certifies CNAV to DLGF

2022 Madison County Circuit Breaker Report

County-wide Totals

1% Homestead Circuit Breaker Credits	2% Circuit Breaker Credits	3% Circuit Breaker Credits	Over 65 Circuit Breaker Credits	County-wide Grant Total
\$10,263,495.17	\$20,100,133.55	\$15,764,196.60	\$639,790.30	\$46,767,615.62

Unit	Unit Type/Fund Name	Fund Code	Certified Levy	Levy Based on Abstract AV	Over 65 Circuit Breaker	1%/2%/3% Circuit Breaker	Total Circuit Breaker	Post-Circuit Breaker Levy	Exempt	Protected
SOUTH MADISON COMMUNITY SCHOOL CORPORATION	School		\$11,767,300	\$11,695,393.48	\$32,366.36	\$742,931.30	\$775,297.66	\$10,920,095.82		
	DEBT SERVICE	0180	\$6,748,083	\$6,706,847.20	\$18,560.83	\$0.00	\$18,560.83	\$6,688,286.36	N	Y
	EDUCATION	3101	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N	N
	OPERATIONS	3300	\$5,019,217	\$4,988,546.29	\$13,805.53	\$742,931.30	\$756,736.83	\$4,231,809.46	N	N
ALEXANDRIA-MONROE PUBLIC LIBRARY	Library		\$656,983	\$704,403.83	\$2,862.40	\$91,140.00	\$94,002.40	\$610,401.43		
	RAINY DAY	0061	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N	N
	GENERAL	0101	\$656,983	\$704,403.83	\$2,862.40	\$91,140.00	\$94,002.40	\$610,401.43	N	N
	LIBRARY IMPROVEMENT RESERVE	2011	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N	N
Anderson City Anderson Stony Creek Union Twps Pub Lib	Library		\$5,552,556	\$5,512,502.52	\$23,532.41	\$1,960,130.69	\$1,983,663.10	\$3,528,839.41		
	GENERAL	0101	\$5,552,556	\$5,512,502.52	\$23,532.41	\$1,960,130.69	\$1,983,663.10	\$3,528,839.41	N	N
	LIBRARY IMPROVEMENT RESERVE	2011	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N	N
NORTH MADISON COUNTY LIBRARY SYSTEM	Library		\$983,230	\$978,341.60	\$3,739.15	\$141,542.14	\$145,281.28	\$833,060.31		
	RAINY DAY	0061	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N	N
	GENERAL	0101	\$983,230	\$978,341.60	\$3,739.15	\$141,542.14	\$145,281.28	\$833,060.31	N	N
	LIBRARY IMPROVEMENT RESERVE	2011	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N	N

2022 Madison County Circuit Breaker Report

County-wide Totals

1% Homestead Circuit Breaker Credits	2% Circuit Breaker Credits	3% Circuit Breaker Credits	Over 65 Circuit Breaker Credits	County-wide Grant Total
\$10,263,495.17	\$20,100,133.55	\$15,764,196.60	\$639,790.30	\$46,767,615.62

Unit	Unit Type/Fund Name	Fund Code	Certified Levy	Levy Based on Abstract AV	Over 65 Circuit Breaker	1%/2%/3% Circuit Breaker	Total Circuit Breaker	Post-Circuit Breaker Levy	Exempt	Protected
PENDLETON COMMUNITY PUBLIC LIBRARY	Library		\$1,148,370	\$1,141,197.15	\$3,228.62	\$67,208.05	\$70,436.66	\$1,070,760.48		
	RAINY DAY	0061	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N	N
	GENERAL	0101	\$735,295	\$730,702.13	\$2,067.27	\$67,208.05	\$69,275.31	\$661,426.82	N	N
	DEBT PAYMENT	0181	\$413,075	\$410,495.02	\$1,161.35	\$0.00	\$1,161.35	\$409,333.67	N	Y
	LIBRARY IMPROVEMENT RESERVE	2011	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	N	N
EAST CENTRAL INDIANA SOLID WASTE	Special		\$378,055	\$377,829.53	\$1,552.04	\$79,962.29	\$81,514.33	\$296,315.20		
	SPECIAL SOLID WASTE MANAGEMENT	8210	\$378,055	\$377,829.53	\$1,552.04	\$79,962.29	\$81,514.33	\$296,315.20	N	N
INDEPENDENCE FIRE	Special		\$29,479	\$29,458.19	\$0.00	\$10,628.12	\$10,628.12	\$18,830.07		
	SPECIAL FIRE GENERAL	8603	\$29,479	\$29,458.19	\$0.00	\$10,628.12	\$10,628.12	\$18,830.07	N	N



Information Statement

April 2021

Introduction

The purpose of TrustINDiana is to allow local units of government (e.g. counties, municipalities, school corporations, townships, and other units of local government) as well as the State of Indiana to invest in a common pool of investment assets that preserves the principal of the public's funds, remains highly liquid, and maximizes the return on the investment. TrustINDiana was authorized by the Indiana General Assembly's passage of Indiana Code § 5-13-9-11 during its 2007 session. The Indiana Treasurer of State (the Treasurer) has been designated by statute as the administrator of TrustINDiana. The Treasurer has contracted with Public Trust Advisors, LLC, a United States Securities and Exchange Commission registered investment advisor that specializes in the management of local government investment pools, to provide the administration, portfolio management, and marketing services for the program not retained by the Treasurer's office. The Bank of New York serves as the custodian.

TrustINDiana provides all Indiana local units of government and agencies of the state the opportunity to invest in concert, benefiting from the inherent economies of scale, and to utilize an alternative designed specifically for public funds. In recognition

of the fact that the investments of the Participants are public funds temporarily invested until needed for expenditure for governmental purposes, the TrustINDiana program is operated in furtherance of the following objectives: legality and suitability, preservation and safety of capital, liquidity, diversification, and yield.

Legality and Suitability

TrustINDiana only invests public sector funds in securities and other investments that are legally permitted pursuant to Indiana law and in the manner further defined by the TrustINDiana investment policy.

Safety

One of the primary objectives of TrustINDiana is the preservation of principal. The program seeks to maximize investment safety through the exclusive purchase of securities that are legally permitted pursuant to Indiana law and as further defined in the investment policy. Safety is further enhanced by limiting the term of specific investments, asset class diversification, and the weighted average maturity of the entire portfolio to correspond conservatively with cash flow expectations and to mitigate any market timing risk.

Fifty percent of TrustINDiana's portfolio is required to be deposited in Indiana bank

deposit accounts that are insured by both the FDIC and the Indiana Public Deposit Insurance Fund. The Public Deposit Insurance Fund, administered by the Indiana Board for Depositories, insures public money that is properly placed on deposit in approved depositories in the event of bank failure.

It is expected that all funds will be invested each day. All securities invested pursuant to the program are held by the Custodian. Securities that collateralize short-term repurchase agreements are delivered to the Custodian subject to a perfected security interest for the protection of the Participants until maturity or sale. A current copy of the TrustINDiana investment policy is available in the Document Center at www.trustindiana.in.gov.

Liquidity

TrustINDiana is constructed to maximize liquidity for its Participants. Participants may deliver or withdraw funds on any business day with only same-day notice required (prior to 2:00 p.m. ET) up to the amount of their current account balances including accrued interest and/or capital gains realized thereon. Portfolio diversification, maturity, and duration parameters are established to provide for the liquidity needs of the Participants. The net result of these liquidity features is that

the market value fluctuations associated with traditional fixed-term investments are significantly mitigated, and Participant cash is available in the amount necessary when needed.

Diversification

At all times, TrustINDiana will maintain a prudent diversification of its investment portfolio among eligible asset classes, considering the statutory requirement that no less than 50% of the portfolio must be in Indiana bank deposit accounts. The statutory deposit requirement will be complied with in the most prudent manner possible by considering the creditworthiness of the depositories and the cash concentration of TrustINDiana deposited in the same.

Yield

By investing together, Participants can take advantage of certain economies of scale relative to transaction and clearance costs, custody arrangements, and valuation costs. In addition, overall portfolio performance is enhanced as a result of the effect of differences in cash flow cycles from one Participant to another, allowing longer average investment maturities than would be the case if Participants invested alone thereby increasing aggregate portfolio yields. This Program also permits all Participants to benefit from professional

investment advisory advice. Investments are calculated on a daily basis.

There can be no guarantee or assurance of program yields or rates of return. To the extent such information is available on a historical basis, there can be no assurance that such yields or rates of return can be replicated.

Permitted Investments

Unless specifically prohibited by law or elsewhere by the TrustINDiana investment policies, monies of TrustINDiana may be invested and reinvested only in investments authorized and within the legal limits required by Indiana law for the investment of state funds. Although a number of investment options are authorized in Indiana Code 5-13 for state investments, the predominate asset classes that will be considered to comprise the TrustINDiana portfolio are:

1. Securities backed by the full faith and credit of the United States Treasury or fully guaranteed by the United States and issued by:
 - a. The United States Treasury
 - b. A Federal agency
 - c. Federal instrumentality
 - d. A Federal government sponsored enterprise
2. Securities issued by:
 - a. A Federal Agency
 - b. A Federal Instrumentality
 - c. A Federal government sponsored enterprise
3. Commercial paper rated in the highest rating category by one (1) nationally recognized statistical rating organization with a stated final maturity of no greater than 270 days
4. Repurchase agreements with Indiana designated depositories, fully collateralized with a perfected security interest in the collateral
5. Certificates of deposit and other deposit accounts with Indiana designated depositories
6. 'AAA' or 'AAAm' rated money market mutual funds comprised of the foregoing.

All the investments in TrustINDiana will have final stated maturities no greater than two years from the date of investment except for specific exceptions provided for by Indiana law.

Program Services

Many program features assure convenient account access and ease of record keeping. For example, daily funds may be wired into

or out of TrustINDiana accounts using the TrustINDiana online transaction system or via toll-free fax or phone. Instructions on file along with bank notifications will be used for transactions done via fax or phone. All investment or payment forms are designed to be easy to use. Unlimited Participant accounts may be established to track and parallel internal fund accounting structures. Monthly statements are comprehensive and provide daily account activity, transaction numbers, portfolio security positions (with corresponding CUSIP identifier numbers), and pledged collateral. Monthly statements establish a clear accounting and audit trail for Participant investment and audit records.

Investments and withdrawals are at net asset value. Investments may be made by wire transfer or ACH funds. Withdrawals may be made by wire transfer, ACH funds, or transfer between Participant accounts. Transactions may be initiated via the online transaction portal, in writing, by telephone, or via fax. Distributions from the program's net income are declared and distributed daily to the Participants.

Account information or assistance is available every business day from the TrustINDiana Client Service Team. Online account access is available 24/7 via the TrustINDiana online transaction portal. Online transaction notifications can be done in advance in anticipation of

important dates and are handled reliably, avoiding unfortunate timing issues or cash access emergencies.

All program features have been designed in consultation with financial professionals who have public-sector financial experience in Indiana to facilitate the maximum level of cash management efficiency and simplicity. Participant involvement, feedback, and suggestions in all aspects of the program are encouraged.

Participants will be able to open as many accounts as desired at no cost. Account security features will be utilized to protect the Participants against fraud or error; only pre-designated signatory representatives of the Participants may execute transactions; funds may be wired or transferred only to pre-designated depository or transaction accounts; investments and payments are confirmed by fax or mail on the day they are executed; online portal login credentials (usernames and passwords) will be assigned and distributed to Participants in a safe and secure manner; and Participants may access the online transaction portal for account updates 24/7, 365 days a year. The TrustINDiana Client Service Team is available via toll-free telephone or fax on any business day (please refer to www.trustindiana.in.gov for annual holiday schedule).

There are no program limits on the dollar amount or number of daily transactions. Participant investments may be made at any time during regular business hours. For same day processing of Participant investments, investments must be made to the Program Administrator via the online transaction portal, fax, or phone prior to 2 p.m. ET. Investments made after the 2:00 p.m. ET cut-off time will be processed and paid the next business day. Payment requests received by the Program Administrator prior to 2:00 p.m. will be processed and paid the same day. Investment or payment notifications may be made in advance at any time. Payment requests, which will be executed on any day on which Indiana banks are open for business, can be in any amount up to the total balance in a Participant's accounts. Payments are made from accounts through outgoing bank wires or ACH credits to a Participant's pre-designated accounts. There are no outgoing wire or ACH charges by the program to Participants. With regard to moneys wired or sent via ACH into TrustINDiana accounts, Participants are responsible for wire or ACH charges levied by their own banks. Participants receive regular monthly statements for each account indicating daily earnings, investment, payment, and transfer activity (funds transferred from one Participant account to another). Statements are designed to facilitate public sector fund

accounting and audit procedures and are a valuable program feature.

Public Trust Advisors, LLC provides administrative and investment management services for TrustINDiana not otherwise retained by the Treasurer's Office. The Public Trust headquarters is located at 717 17th Street, Suite 1850, Denver, CO 80202. Public Trust provides investment advisory and/or administrative services for similar public sector cooperative investment programs in a number of states across the country.

The TrustINDiana Custodian is Bank of New York. The Custodian is, among other things, responsible for the receipt and safekeeping of all cash, securities, or other assets comprising the cooperatively invested assets. The Custodian also collects the income on investments in accordance with provisions in the program investment policy and provides security lending services as permitted by law. The Custodian is required to hold the investments separate and apart from the property of the Custodian and assure that such property is never deemed an asset or liability of the Custodian.

An annual independent audit of TrustINDiana is conducted by BKD.

Program Fees

Pursuant to the TrustINDiana Administrator and Investment Advisor Services Agreement, Public Trust will charge a fee of up to 10 basis points (0.10%) from the Investment Property Value (the Daily Fee). This daily fee will accrue on a daily basis and be paid monthly in arrears. The daily fee shall be calculated as follows: the Investment Property Value is multiplied by a percentage up to 0.10% (10 basis points) and is divided by 365 or 366 days in the event of a leap year to equal the daily fee accrual.

Fees may be waived or abated at any time, or from time-to-time, at the sole discretion of Public Trust. This fee may be reviewed periodically based upon the Portfolio's yield performance, and both parties agree to potentially renegotiate the fee in good faith.

Participation Eligibility and Additional Information

Participation in TrustINDiana is available to any Indiana local unit of government or the State of Indiana. To join TrustINDiana, a local unit of government needs to complete a Registration Form and deliver it to TrustINDiana Client Services via email, mail, or fax. The Client Service Desk will contact the primary account contact once the account is established and discuss the

account particulars, online transaction portal registration and instructions, and the other means to managing the account.

This Information Statement is designed to provide a general overview of the TrustINDiana program. Reference should be made to the Treasurer's TrustINDiana Policies for a complete description of the rights and obligations of the Participants. The Policies are available at www.trustindiana.in.gov.

To obtain further program information, account information, assistance, and program updates, the TrustINDiana Client Service Team is available on any business day from 8:00 a.m. to 5:00 p.m. ET via phone at (888) 860-6264, via fax at (888) 860 0963, or via email at clientservices@trustindiana.in.gov.

Program information is also available on the TrustINDiana website at www.trustindiana.in.gov.

Disclaimer

Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, and financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a certain strategy will be achieved. Registration with the SEC does not imply a certain level of skill or training. External audits may not catch all instances of accounting errors and do not provide an absolute guarantee of accuracy.

04/21 Managed by Public Trust Advisors, LLC

Contact Information

200 W. Washington St.

242 State House

Indianapolis, IN 46204

T (877) 311-0219 | F (877) 311-0220

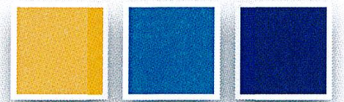
clientservices@trustindiana.in.gov

www.trustindiana.in.gov





Registration Packet



Local Government Investment Pool

Account Authorization

The undersigned officer specified in IC §5-13-9-1 of a unit of government of the state of Indiana (the Participant), does hereby request that the Treasurer of the State of Indiana (the Treasurer) establish an account for the benefit of the Participant within the local government investment pool (the Pool) established pursuant to IC §5-13-9-11(b). By executing and delivering this Account Registration Form and the accompanying Data Form, the Participant agrees that the account so established will be subject to and bound by the policies established from time-to-time by the Treasurer pursuant to IC §5-13-9-11(g).

The undersigned hereby certifies that the undersigned is the officer of the Participant authorized by IC §5-13-9-11(c) to pay the funds of the Participant into the Pool and agrees to notify in writing the Administrator of the Pool designated by the Treasurer if such officer shall change.

Participant Execution Date: ___/___/___

Signature: _____

Print Name: _____

Title: _____

TrustINDiana Registration

Entity Information

Entity Name (Participant) _____

Entity Type: City/Town County School District Special District
 Other (Specify) _____

Mailing Address _____

City _____ Zip _____ County _____

Physical Address (if different than above) _____

City _____ Zip _____ County _____

Tax ID _____ Fiscal Year End Date (Month/Day) _____

The Administrator is hereby authorized to honor any written, telephone, faxed, or electronic request believed to be authentic for payment of funds from the Pool. The payment proceeds can only be sent to the commercial bank indicated below unless changed by written instructions to the Administrator. Each local government is responsible for notifying the Administrator of any changes to its account.

Wires will be distributed every hour with the final distribution ending at 2:00 p.m. ET; distribution times are subject to change as needed by the TrustINDiana Administrator.

Banking Information

Bank Name _____ Bank Routing Number (ABA) _____

Account Title _____ Account Number _____

Bank Contact _____ Contact's Phone Number _____

Wire ACH Both

Additional Banking Information (Optional)

Bank Name _____ Bank Routing Number (ABA) _____

Account Title _____ Account Number _____

Bank Contact _____ Contact's Phone Number _____

Wire ACH Both

Authorized Contacts

Authorized Signers Can	Read-Only Users Can
Approve changes to the Investor Profile	Receive account updates
Update banking/contact information	Request "view-only" access to monthly statements and transaction confirmations
Transfer funds	
Receive account updates	

Key Contact and Authorized Signer

Print First and Last Name

Signature Required

Email

Title

Phone

Fax

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

***(Signature Required if Authorized Signer)**

Email

Title

Phone

Fax

Permissions (check only one)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

***(Signature Required if Authorized Signer)**

Email

Title

Phone

Fax

Permissions (check only one)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations

Authorized Contacts (cont.)

Additional Contact (Optional)_____
Print First and Last Name_____
Title_____
***(Signature Required if Authorized Signer)**_____
Phone_____
Email_____
Fax**Permissions** (check only one)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)_____
Print First and Last Name_____
Title_____
***(Signature Required if Authorized Signer)**_____
Phone_____
Email_____
Fax**Permissions** (check only one)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)_____
Print First and Last Name_____
Title_____
***(Signature Required if Authorized Signer)**_____
Phone_____
Email_____
Fax**Permissions** (check only one)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications

- Monthly Statements
- Transaction Confirmations

Accounts to be Established

Name of Public Entity: _____

Desired Subaccount Name(s)*:
(To be completed by Participant)

*Name must be limited to 40 characters.

Once your TrustINDiana account has been established, you will receive a confirmation email with your login credentials from no-reply@trustindiana.in.gov. If you do not receive your login credentials within 48 business hours of submission, please first check your junk or spam folder before calling the TrustINDiana Client Service team.

Account(s) authorized by:

Name/Signature	Title	Date
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North Madison County Public Library System
Patron Behavior Policy

Policy Statement

The purpose of all the library facilities of the North Madison County Public Library System is to provide materials and services in a welcoming environment that is safe, enjoyable and conducive to comfortable library use. All individuals who make use of the library are expected to comply with the following standards of behavior which will assist the library to meet the above purpose.

Guidelines: Behaviors with Progressive Consequences

Instances of irresponsible use of the library and its facilities with examples:

1. Producing excessive noise. (Examples: loud talking, cell phones, singing, playing a musical instrument, or other electronic device, etc., which are determined to be inconsistent with public service operations.)
2. Behaving in a disorderly or disruptive manner which is not conducive to comfortable library use or a manner which threatens personal safety of patrons and/or staff. (Examples: skateboarding, rollerblading, running or groups gathering around a single computer.)
3. Consuming food, beverages, narcotics, alcohol, or tobacco products, including electronic vapor cigarettes, in any inside public area, including restrooms. As of July 1, 2012, Indiana State Law (IC 7.1-5-12) prohibits smoking within 8 feet of any public entrance to a public place or place of employment. Individuals violating this law will be asked to stop smoking. If the patron refuses to stop smoking, the patron will be asked to leave the premises. If the patron refuses both requests, the local law enforcement may be contacted.
4. Loitering – Repeat violators and/or persons who refuse to leave when requested will be subject to arrest and prosecution under Section 35-43-2-2 of the Indiana Code entitled “Criminal Trespass”.
5. ADD: Excessive sleeping and camping are prohibited. For purposes of this policy, “camping” includes:
 - sleeping for an extended period (not including incidental napping), lying down and sleeping on a couch, bench, floor or other surface, with or without one’s belongings
 - Excessive use of seating or space that interferes with services the library offers
 - Using the bathrooms for bathing, showering or for more than casual grooming
 - Use of bedrolls, blankets, and other such covering; storing personal belongings; carrying on cooking activities; and other similar behavior that amounts to using the seating or space as a temporary shelter or living quarters. Whether a given use constitutes “camping” will be determined based on the facts and circumstances of specific situations.
6. Soliciting donations of money or anything of value; selling materials or services. (Examples: Panhandling, etc.) Patrons are expected to have an appropriate form of payment for library charges and other purchases. Soliciting to use an employee’s personal debit/credit card to purchase items is not allowed.
7. Inappropriate attire includes but is not limited to bare feet/torso.
8. During an epidemic or pandemic not following health safety protocols such as wearing a mask.

The behaviors identified above are considered to be unacceptable patron conduct and will result in appropriate discretionary responses from library staff according to the following progressive criteria:

1. Ask patron to cease behavior.

2. Repeat request to cease behavior and communicate that this correction is a warning of expulsion, if behavior continues.
3. Ask patron to leave facility or call security/police if patron refuses to comply. The staff member involved will document the occurrence and any action on the Incident Report form. The patron will not be allowed in the library for one full business day beginning the day after the incident.
4. If there is a second offense, the patron will not be allowed in the library for one week starting with the business day after the incident. The staff member will document any action on the Incident Report form and report it to their direct supervisor. If the patron is under 18 years of age, the parent/guardian will be contacted by phone or mail by the Department/Branch Manager. For patrons over the age of 18 a letter will be sent to the last known address with a copy of this policy and a date of return.
5. If there is a third offense, the patron will not be allowed in the library for six months starting with the business day after the incident. The staff member will document any action on the Incident Report form and report it to their direct supervisor. If the patron is under 18 years of age, the director will contact the parent/guardian by phone, if possible, to discuss the issue and a letter will be sent to the last known address with a copy of the this policy and a return date. The parent/guardian will need to accompany their child after the six months ban to reinstate privileges. If the patron is over 18, a letter will be sent to the last known address with a copy of this policy and a date of return.

Zero Tolerance Behaviors

The behaviors mentioned below will result in immediate expulsion from the library. The Library Director will send a letter to the offending patron detailing the length of the expulsion. If the offender is under the age of 18, the letter will be sent to the parent or guardian. Upon request the Library Director will meet with the offender and parent or guardian, if the offender is under the age of 18, to discuss the consequences of the behavior. If legal action is required, the patron will be banned until legal action is complete.

1. Stealing, damaging, altering of any library property including, but not limited to, defacing of library materials, vandalizing library equipment, furniture, computers, etc.
2. REMOVE: Carrying concealed or obvious weapon(s). An exception to this zero tolerance behavior: A legal U.S. resident who legally possesses a firearm may carry, transport or store a firearm and any accessories, including ammunition, on library property. "Firearm" means any weapon that is capable of expelling or designed to expel or that may readily be converted to expel a projectile by means of an explosion.
3. Stalking which is considered the pursuit of others. It is unsolicited, unwelcome and unreasonable in nature, creates a threatening and intimidating service environment.
4. Committing sexual offenses. (Examples: indecent exposure, inappropriate/unwelcome sexual advances or harassment)
5. Displaying sexually explicit graphics or child pornography.
6. Verbal, physical, written or electronic harassment or abuse. (Examples: Cursing at patrons or staff; approaching patrons or staff and engaging in unwanted or inappropriate interaction; threats to personal safety of patrons or staff; the transmission of threatening, harassing, malicious, or abusive language and/or images, etc.)
7. Any criminal behavior that is not listed above will be considered a Zero Tolerance Behavior.

Any patron banned from the library six months or more may appeal to the NMCPLS Library Board of Trustees for a potential reduction in time away from the library. The appeal will be scheduled for the next public meeting

of the NMCPLS Library Board of Trustees.

Adopted 12/08/2008

Revised 11/14/2011, 08/13/2012, 03/11/2013, 08/11/2014, 04/20/2015, 08/10/2020

Informational Legal Memo



TO: Indiana Public Libraries
FROM: Indiana State Library – Legal
RE: Firearms in Libraries - Update
DATE: 6/7/2022

Q: What's new?

A: [HEA 1296](#), passed by the Indiana General Assembly in the 2022 legislative session, removes the requirement for firearm owners to have a license to carry a firearm in Indiana.

Q: When does this take effect?

A: The change takes effect July 1, 2022.

Q: How does this effect my library?

A: It might not change anything for your library. However, in recent months, State Library staff have been made aware of several library policies that include a provision that require a license to carry a firearm in the library. Libraries with policies that refer to firearm licenses will need to update their policies to remove any such requirement.

Q: What hasn't changed?

Libraries still cannot create or enforce rules or policies that prohibit legal U.S. residents who legally possess a firearm from carrying those firearms and any accessories, including ammunition, on library property. There are a couple exceptions to this that could apply to libraries. [IC 35-47-11.1](#)

There is an exception that would allow a library to create and enforce a policy that prohibits or restricts the intentional display of a firearm at the library's public meetings (meetings held by the library board or library board committees).

There is an exception that allows employers to restrict employees who are on duty in the building from carrying a firearm. However, the employees must be allowed to keep their firearms in their locked vehicles stored in the glove compartment or trunk or otherwise out of plain view. [IC 34-28-7](#)

Libraries still cannot ask about firearm ownership on employment applications or make ownership or non-ownership a condition of employment.

Informational Legal Memo



Q: Can we at least require people to carry their firearm in a concealed manner.

Open or concealed carry. Indiana law is still silent on this, so libraries likely cannot require concealed carry except at public meetings where there is a specific statutory carve out that allows policies that prohibit intentional display of a firearm at public meetings (in other words, the library's board and committee meetings). See [IC 35-47-11,1-2](#) which prohibits policies and regulations that prohibit or regulate the possession, carrying, transporting, or storing of firearms and any accessories, including ammunition.

Q: Can we prohibit other types of weapons?

There is no prohibition against banning other types of weapons. However, because firearm is defined so broadly in the law, libraries might want to treat pellet guns, bb guns, airsoft guns, and any other weapons that are "capable of expelling or [are] designed to expel... a projectile by means of an explosion" as a firearm until we have better guidance on how to interpret the definition of firearm.

Q: How can we ensure patron and staff safety?

Libraries are encouraged to partner with their local law enforcement officials and find out how the law enforcement officials want the library to handle armed patrons. Then, advise staff so everyone is aware of the protocol.

Pointing a firearm is still against the law as is also battery, criminal recklessness, and provocation. Libraries are encouraged to regulate behavior that is illegal or disruptive by library policy. Regulate the behavior and not the guns.

Engage your local attorney if you want to create a policy related to firearms. Sample policy language is included on the following pages.

There is an archived webinar from 2018 on firearms in libraries posted here.

<https://continuinged.isl.in.gov/guns-in-libraries-1-leu/>

Informational Legal Memo



Sample optional policy language that can be incorporated into the library's policies

Patron Conduct Policy *(The library can include some or all of the below language in its patron conduct policy in place of language prohibiting firearms.)*

The library is committed to maintaining a safe and healthy environment conducive to the use and enjoyment of the library by its patrons and in furtherance of library's purpose... *(state the library's purpose).*

Patrons shall be engaged in activities associated with the use of a public library while in the building. Patrons not engaged in reading, studying, attending library programs, or using library materials or library resources will be asked to leave the building.

The following rules apply within the library or anywhere on library property:

- Patrons shall not interfere with the use of the library by other patrons, or interfere with library employees' performance of their duties.
- Patrons shall respect the rights of other patrons and shall not harass, annoy, or intimidate others through noisy, boisterous, or threatening activities; by unnecessary staring at another person; by following another person about the inside or outside of the building; by playing audio equipment so that others can hear it; by singing or talking loudly to others or in monologues; or by behaving in any other manner which reasonably can be expected to disturb other persons.
- Patrons shall not utilize library property or other property that has been brought into the library by the patron or another individual in a manner that creates a safety hazard for library patrons.
- *(Add any other desired prohibitions)*

Informational Legal Memo



"The _____ Public Library prohibits the intentional display of firearms during public meetings." *(This language can also be included on the bottom of the library's meeting notices as a reminder to meeting attendees.)*

Violators will receive a warning and an opportunity to cease a behavior that violates this policy. Continued or repeat violations may result in suspension of library privileges for a duration commensurate with the severity of the offense, the patron's history of policy violations, and any other relevant factors. Patrons engaged in behaviors that pose a serious imminent risk to health or safety may be immediately expelled from the library without prior warning and with or without the assistance of library security or local law enforcement.

When possible, patrons who have their library privileges suspended will be provided with written notification stating the specific library policy violated and specifying the length of the suspension. Appeal requests may be made in writing to the library director. Further appeals may be made in writing to the library board.

(Additional details can be provided about the appeal process. Behavior policies should be posted and/or provided in a manner that library patrons can reasonably be expected to be aware of the contents therein.)

* * *

Employee/Personnel manual *(If the library wishes to regulate employees carrying firearms on their person during work hours, the following language may be added to the library's personnel language)*

"Library employees are prohibited from carrying firearms on their person while the employee is on duty. Employees who are legally permitted to possess firearms may store such firearms out of sight (in glove box, trunk, etc.) in their locked automobile while the employee is on duty. "

MILEAGE REIMBURSEMENT POLICY

It shall be the policy of the North Madison County Public Library System and its governing Board of Library Trustees that staff and board members of the Library System will be reimbursed for authorized mileage charges. Remove: at the rate of \$.44 per mile as of February 16, 2015. ADD: The rate per mile will be evaluated twice a year at the January and June library board meetings. The yearly amount budgeted for Travel Expense, the current cost of gasoline per gallon and the IRS and State of Indiana current mileage rates will be considered.

January 2022 - \$.44 per mile

June 2022 - \$.58.5 per mile



Vasey Commercial Facility Solutions
10830 Andrade Drive
Zionsville, Indiana 46077
(P) 317-873-2512 (F) 317-873-3973
Contractor License: H0010372

Quote

To: RALPH HAZELBAKER LIBRARY
ELWOOD COMMUNITY LIBRARY
1013 W CHURCH ST
SUMMITVILLE, IN 46070

Quote Ref# LINC17074
Date: 6/10/2022

RE: York RTU#2 M# TG95060B12MP11B S/N# W1B367232384

Attn: JAMIE SCOTT

Vasey Commercial Facility Solutions proposes to furnish the materials and/or perform the work below for: **\$1,108.00**

For the above price this Quote includes:

Replacing failing blower motor. Technician to check operations out after repair. Any further issues found during the repair will result in an additional quote.

Quote valid for 15 days from issue date.

To approve this work, please sign and email to bmarshall@vasey.com or call our office at (317) 873-2512.

Thank You for Your Business,

Brian Marshall

Vasey Commercial Facility Solutions, a Linc Service Provider

This Quote is hereby accepted and Vasey Commercial Facility Solutions is authorized to complete the above outlined work.

Signature: *Jamie Scott* Date: *6/14/22*
Name/Title: *D Jamie Scott / Director* PO: *N/A*

TERMS AND CONDITIONS

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during Contractor's normal working hours.
2. Contractor warrants that the workmanship hereunder shall be free from defects for ninety (90) days from date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates then in effect.
3. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become sixty (60) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
4. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.
5. In the event Contractor must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
6. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
7. Contractor shall not be liable for any delay, loss, damage, or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
8. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by any active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
9. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA's Hazard Communication Standard Regulations.
10. Contractor's obligation under this proposal; and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes, or materials are encountered, Contractor's sole obligation will be to notify the Owner of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes, or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
11. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.

**Resolution to Pursue Donations and Income
By Protecting/ Copyrighting Train Prints of Local Artist
and then Selling Prints by and for
North Madison County Public Library System**

DULY ACTED UPON 13th day of June 2022

ACTION by the Board of Directors upon the following:

Whereas: **North Madison County Public Library System** was formed on or about **03/04/1987** under the laws of the State of Indiana as a Municipal Corporation under IC 36-12-1-5;

Whereas: The By-Laws place corporate matters such as these under the authority of the Board of Directors and require a majority vote to approve such;

Whereas: A local artist, Marvin Crim, has donated several paintings of trains in various settings in and around Elwood Indiana and central Indiana (see attached);

Whereas: Under information and belief, and under advisement of train and gift enthusiasts, prints of these said paintings may be sold (online, at fairs, and at the library, etc.) for donations and gifts to the North Madison County Public Library System;

Whereas: The sales should be protected from infringement copies by having these copyrighted;

Whereas: A local Intellectual Property and business lawyer can copyright these forthwith to protect the property from infringement;

Whereupon, the Board of Directors discussed and reviewed the receipt of the paintings as well as the concept and proposal, the protection by copyrights, and the sales of prints of the donated paintings as to it being an appropriate and worthwhile direction and project for the North Madison County Public Library System. After full consideration of the facts and circumstances a motion and second was made to:

IT IS THEREFORE RESOLVED: To accept the gifts of the paintings from Marvin Crim, protect them with appropriate copyrights and seek the production of prints and sales of the prints in various manners including but not limited to: Online web sales, fairs, at the library and other forums as are appropriate.

THE ABOVE-MENTIONED RESOLUTION IS DULY ACTED UPON BY THE Board of Directors and Officers of **North Madison County Public Library System** IN ACCORDANCE WITH THE BYLAWS of the company and with the PROVISIONS OF the INDIANA CODE for Business Entities. Electronic signature and counterpart signatures are accepted.

Acted upon this 13th day of June 2022 as follows:

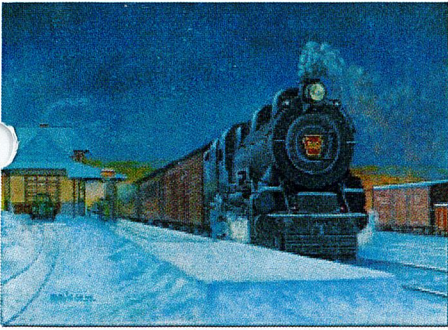
<u>AYE</u>	<u>NAY</u>
<u>Kathy Small</u>	_____
<u>Jane Stover</u>	_____
<u>Don Eddleman</u>	_____
<u>Larry Watson</u>	_____
<u>Kenny Hill</u>	_____
<u>Tom Attala</u>	_____
<u>Mary E Kiplinger</u>	_____
_____	_____

Resolution was ✓ ADOPTED _____ REJECTED.

ATTEST:

Kathy Small, Secretary
Secretary of North Madison County Public Library System Board of Trustees

THIS DOCUMENT WAS PREPARED BY John D. Ritchison, Attorney at Law, 200 East State Street, Pendleton, IN 46064. PH. (765) 640-4134 jdritchison@comcast.net



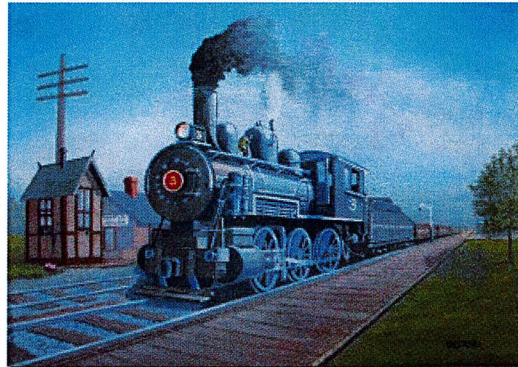
Pennsylvania Railroad Passenger Train – Winter 1946



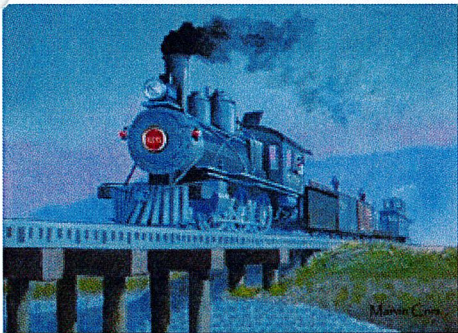
Slow-Moving PRR Freight Train



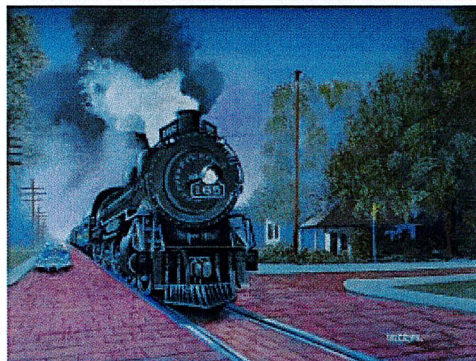
PRR Class T1 at Indianapolis Union Station - 1951



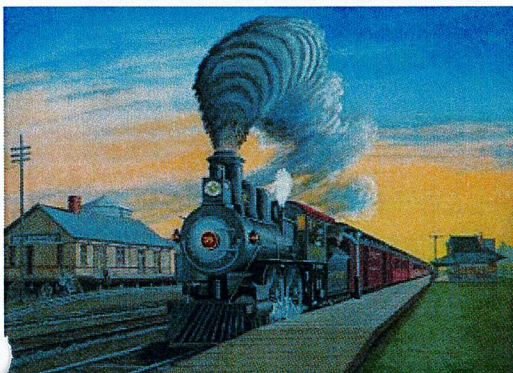
Elwood's New Locomotive - EA&L No. 3



First Train to Cross Omak Creek, WA



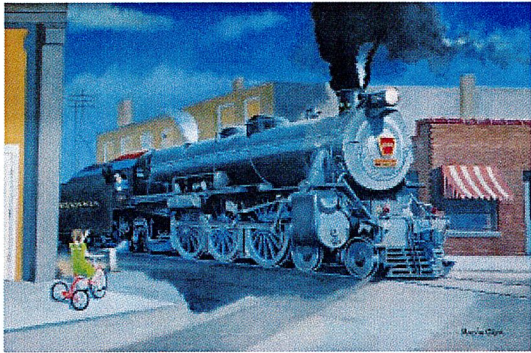
Nickel Plate Road's Train #22 – So. C Street



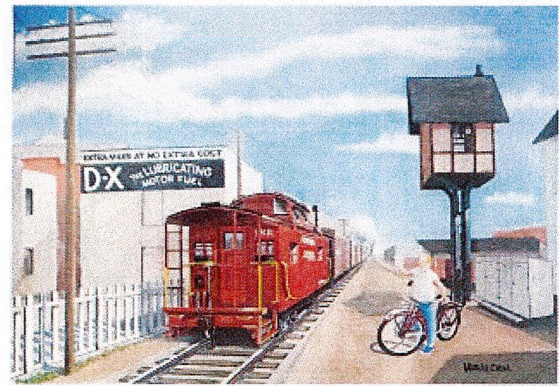
Early 1900s Passenger Locomotive #39



Indiana Union Interurban Car "ELWOOD" - #443



A Little Girl Meets a Lady



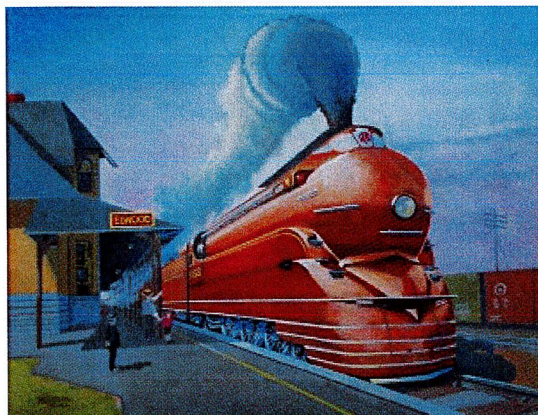
Elwood's Elevated Crossing Shanty - 1950



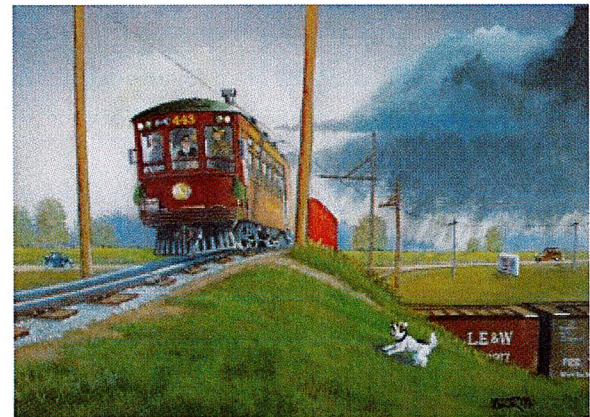
Railroad Essentials



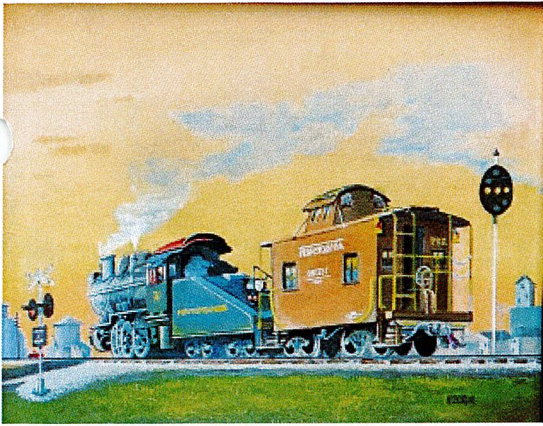
Quincy Railroad Traffic



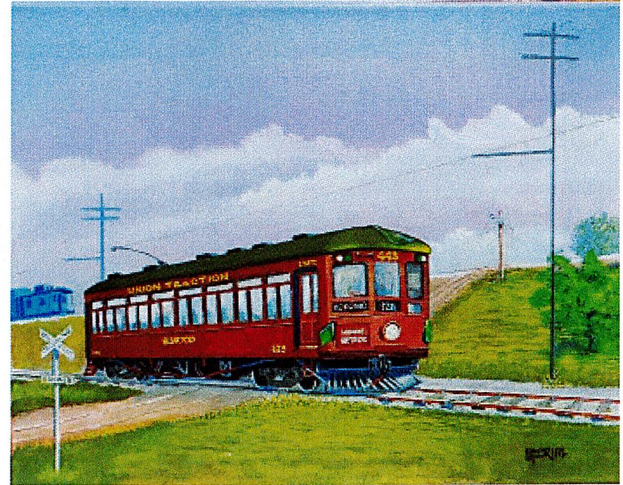
One Day in 1936



The ELWOOD Car at the West Elwood Flyover
(Viaduct)



PRR 0-6-0 Switcher and Cabin Car



Interurban Car Named "ELWOOD"



P-40 Flying Tiger 1942



Train of Tomorrow in Elwood - 1948

Bank Balances

North Madison County Public Library System

Report as of: 06/30/22

<i>Bank</i>	
1	Star Financial Bank \$1,233,823.36
2	Star Financial Bank (2) \$63,452.44
3	Community Bank/Summitville \$0.00
4	First Farmers Bank & Trust \$203,772.57
5	PNC Bank \$0.00
6	Main Source Bank \$0.00
7	Petty Cash & Cash Drawer \$260.00
8	National City Bank (2) \$0.00
9	First Farmers Bank & Trust \$0.00
	(2)
<hr/>	
<i>Total all banks = \$1,501,308.37</i>	

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Financial Report
North Madison County Public Library System

Report Dates = 06/01/22 to 06/30/22

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
1. General						
100 Operating Fund	\$974,473.44	\$51,505.56	\$506,096.35	\$606,896.38	\$731,919.14	\$1,200,296.23
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$974,473.44	\$51,505.56	\$506,096.35	\$606,896.38	\$731,919.14	\$1,200,296.23
2. Special Revenue						
200 Gift	\$52,477.48	\$0.00	\$8,469.00	\$100.00	\$9,150.00	\$53,158.48
201 Rainy Day Fund	\$154,222.62	\$0.00	\$0.00	\$0.00	\$0.00	\$154,222.62
203 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
226 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
227 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
228 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
276 St Technology Fund Grant Fund	\$0.00	\$1,377.92	\$8,267.52	\$0.00	\$14,425.85	\$6,158.33
277 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
278 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$208,013.68	\$1,377.92	\$16,736.52	\$100.00	\$23,575.85	\$214,853.01
3. Debt Service						
301 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4. Capital Projects						
4 LIRF	\$84,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$84,370.99
400 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$84,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$84,370.99
5. Clearing						
800 PLAC	\$0.00	\$0.00	\$65.00	\$0.00	\$65.00	\$0.00
801 Evergreen Indiana	\$68.35	\$0.00	\$172.00	\$0.00	\$181.35	\$77.70
803 Federal Tax Withheld	\$0.00	\$1,923.35	\$26,027.95	\$1,923.35	\$26,027.95	\$0.00
804 FICA	\$0.00	\$1,326.14	\$16,297.38	\$1,326.14	\$16,297.38	\$0.00
805 Medicare	\$0.00	\$310.16	\$3,811.68	\$310.16	\$3,811.68	\$0.00
806 State Tax Withheld	\$0.00	\$0.00	\$9,486.30	\$843.59	\$10,329.89	\$843.59
807 County Tax Withheld	\$0.00	\$0.00	\$3,949.50	\$348.85	\$4,298.35	\$348.85
808 PERF	\$0.00	\$464.13	\$6,160.44	\$464.13	\$6,160.44	\$0.00
809 Annuity	\$0.00	\$266.00	\$3,192.00	\$266.00	\$3,192.00	\$0.00
810 Insurance	\$0.00	\$0.00	\$4,344.34	\$410.87	\$4,755.21	\$410.87
811 Garnishment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
812 AFLAC	\$0.00	\$0.00	\$1,251.24	\$107.13	\$1,358.37	\$107.13
813 Liberty National	\$0.00	\$0.00	\$16.40	\$0.00	\$16.40	\$0.00
814 Empower	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
815 Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
825 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$68.35	\$4,289.78	\$74,774.23	\$6,000.22	\$76,494.02	\$1,788.14
Grand Total	\$1,266,926.46	\$57,173.26	\$597,607.10	\$612,996.60	\$831,989.01	\$1,501,308.37

Total all banks = \$1,501,308.37

* * * Communication Result Report (Jun. 9. 2022 2:24PM) * * *

1)
2)

Date/Time: Jun. 9. 2022 2:22PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5277 Memory TX	Frankton FAX	P. 1	OK	

Reason for error

M. 1) Hang up or line fail
M. 3) No answer
M. 5) Exceeded max. E-mail size

E. 2) Busy
E. 4) No facsimile connection
E. 6) Destination does not support IP-Fax

Agenda

June 13, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

Call to Order
Call for Quorum
Consent Agenda
Minutes
Claims Register & Checks
Personnel
Old Business
1. Mr. Hazelbaker's Donation Proposal for Summitville's South Pavilion
New Business
1. Timeline for 2023 Budget Approval
2. Initial Budget Review
3. Trust Indiana
4. Patron Behavior Policy
5. Elwood's Pavilion/Memorial Brick Walkway Project
Director's Report
Public Comment
Adjournment

* * * Communication Result Report (Jun. 9. 2022 2:23PM) * * *

1)

Date/Time: Jun. 9. 2022 2:21PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5276 Memory TX	call leader	P. 1	OK	

Reason for error

- | | |
|---------------------------------|---|
| E. 1) Hang up or line fail | E. 2) Busy |
| E. 3) No answer | E. 4) No facsimile connection |
| E. 5) Exceeded max. E-mail size | E. 6) Destination does not support IP-Fax |

Agenda

June 13, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Mr. Hazelbaker's Donation Proposal for Summitville's South Pavilion
- New Business
 - 1. Timeline for 2023 Budget Approval
 - 2. Initial Budget Review
 - 3. Trust Indiana
 - 4. Patron Behavior Policy
 - 5. Elwood's Pavilion/Memorial Brick Walkway Project
- Director's Report
- Public Comment
- Adjournment

Please Publish

* * * Communication Result Report (Jun. 9. 2022 2:22PM) * * *

2}

Date/Time: Jun. 9. 2022 2:21PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5275 Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 3) No answer
- E. 5) Exceeded max. E-mail size

- E. 2) Busy
- E. 4) No facsimile connection
- E. 6) Destination does not support IP-Fax

Agenda

June 13, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

Call to Order
Call for Quorum
Consent Agenda

Minutes
Claims Register & Checks
Personnel

Old Business

- 1. Mr. Hazelbaker's Donation Proposal for Summitville's South Pavilion

New Business

- 1. Timeline for 2023 Budget Approval
- 2. Initial Budget Review
- 3. Trust Indiana
- 4. Patron Behavior Policy
- 5. Elwood's Pavilion/Memorial Brick Walkway Project

Director's Report
Public Comment
Adjournment

Please Publish

* * * Communication Result Report (Jun. 9. 2022 2:24PM) * * *

1)
2)

Date/Time: Jun. 9. 2022 2:22PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
5278	Memory TX	Summitville FAX	P. 1	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 2) Busy
- E. 3) No answer
- E. 4) No facsimile connection
- E. 5) Exceeded max. E-mail size
- E. 6) Destination does not support IP-Fax

Agenda

June 13, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Mr. Hazelbaker's Donation Proposal for Summitville's South Pavilion
- New Business
 - 1. Timeline for 2023 Budget Approval
 - 2. Initial Budget Review
 - 3. Trust Indiana
 - 4. Patron Behavior Policy
 - 5. Elwood's Pavilion/Memorial Brick Walkway Project
- Director's Report
- Public Comment
- Adjournment

Agenda

July 11, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Trust Indiana
2. Summitville's South Pavilion

New Business

1. 2023 Budget Review
2. Video Games- DVD/Video Games Agreement for Minors
3. Elwood Fire Equipment Quotes – 2 Back Flow Devices,
Compressor and Rubber Seal
4. HVAC Quotes
 - a. Elwood
 - b. Frankton
 - c. Summitville
5. Exterior Storage Building - Elwood

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Elwood Public Library
Regular Meeting
July 11, 2022
4:30 PM

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on July 11, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Janet Stover, Mary Kiplinger, Kathy Small, Kenny Giselbach, and Lisa Hobbs. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

Kathy Small made a motion to approve the consent agenda. Mary Kiplinger seconded and the motion carried. The members signed the minutes and claims register. Treasurer Mary Kiplinger signed checks.

OLD BUSINESS

TrustIndiana

The Trustees feel it worth pursuing an investment at Trust Indiana. We will bring an enrollment packet and a timeline to the next meeting.

Summitville Pavilion

We are currently waiting on a quote from Dave Baney for Mr. Hazelbaker. Mr. Baney is planning on working on it on weekends. Mr. Hazelbaker has offered \$100,000.00 for this project. Director Scott is checking with Homeland Security for an Engineer and State Design Release on our plans.

NEW BUSINESS

2023 Budget Review

The 2023 Budget was reviewed. We will not be increasing the budget again this year. We will be increasing our utilities categories and decreasing in other places. The Rainy Day budget will decrease from \$100,000.00 to \$50,000.00 due to the purchase of our new chiller. The LIRF budget will remain the same at \$54,000.00

Video Games-DVD/Video Games Agreement for Minors

Director Scott would like to start a video game collection for \$1200.00 and allow \$500 per month to build the collection. Janet Stover made a motion to start the video game collection. Lisa Hobbs made a second and the motion carried.

Director Scott would like to *Remove* VHS and *Add* Video Game to the DVD/VHS Agreement for Minors. Director Scott would also like to *Remove* an overdue charge of

\$.25 per day per item and *Add* replacements costs associated with them if damaged or not returned. Kathy Small made a motion to accept the changes to the DVD/Video Games Agreement for Minors. Kenny Giselbach made a second and the motion carried.

Elwood Fire Equipment Quotes – 2 Back Flow Devices

Two Back Flow Devices failed inspection and need to be rebuilt at a cost of \$1,274.24. There is also an issue with the compressor not working properly on the sprinkler system. The cost to replace 1/6 Horse Jenn-Air pump is \$1,438.72 for a total cost of \$3,162.96. Lisa Hobbs moved to approve these repairs. Janet Stover seconded and the motion carried.

HVAC Quotes

Director Scott was told by Rick Cope at Vasey that there will be a 25% increase in cost of equipment for 2023 that could start in 2022. Summitville needs the 5 ton Carrier split system replaced. Vasey quoted \$15,310.00. Perfection quoted \$12,670.00. Kathy Small moved to accept the Vasey bid. Lisa Hobbs seconded and the motion carried.

Frankton needs units #2 and #3 replaced. Vasey quoted \$26,111.00. Perfection quoted \$27,170.00. Kathy Small moved to accept the Vasey bid. Lisa Hobbs seconded and the motion carried.

Exterior Storage Building - Elwood

Director Scott would like to have a storage unit at the Elwood library. It was suggested that Director Scott contact Dustin Nichols at the high school to see if the Building Trades class would be able to help build a garage.

Directors Report

Director Scott took a Marvin Crim painting to Star Photo for an art capture to have a print made. We would like to use Star Photo for all the prints we are going to sell. We received Janet Stover's certificate of appointment. We are still dealing with homeless people sleeping on the benches. We have one person being destructive that we are keeping an eye on.

Public Comment

There was no public comment.

Adjournment

President Eddleman adjourned the meeting by consent.

Kathy Small, Secretary
Kathy Small, Secretary

Larry Wilson

Mary E Kipling
Janet Stover
Glenn Eddleman

Kenny Sculter
Lisa Atwell

Register Of Claims

North Madison County Public Library System

Report Date: From 06/01/22 To 06/30/22

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	338	UNITED HEALTHCARE	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$8,202.54 \$821.74	06/22/22	Employee health insurance Jul 1- Jul 31 2022
					Total this claim =		
					<u>\$9,024.28</u>		
0	318	INDIANA MICHIGAN POWER C	Operating Fund Operating Fund Operating Fund	Electricity Electricity Electricity	\$16.74 \$574.50 \$1,912.95	06/13/22	Service for Summitville
					Total this claim =		
					<u>\$2,504.19</u>		
0	308	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	06/08/22	IN Def Comp Empl Matching Plan
					Total this claim =		
					<u>\$201.42</u>		
0	311	AUTO-OWNERS INSURANCE	Operating Fund	Insurance	\$83.00	06/13/22	Tailored Protection-Paintings
					Total this claim =		
					<u>\$83.00</u>		
0	310	SYNCB/AMAZON	Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund	Elwood AV Frankton AV Summitville AV Office Supplies Elwood Adult Elwood Adult Programing Elwood Childrens Frankton Summitville	\$400.68 \$255.20 \$278.18 \$46.60 \$228.19 \$125.31 \$24.99 \$63.65 \$17.99	06/13/22	As per attached invoices.
					Total this claim =		
					<u>\$1,440.79</u>		
0	309	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,674.40 \$17,713.23 \$1,037.30	06/08/22	PAYROLL
					Total this claim =		
					<u>\$21,424.93</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	341	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Empl.Share FICA&Medicare Emp Cont PERF	\$464.41 \$1,733.80	06/22/22	PERF Deposit
					Total this claim =		
					<u>\$2,198.21</u>		
0	342	EFTPS	Federal Tax Withheld FICA Medicare Operating Fund Operating Fund	Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare	\$1,949.62 \$1,376.63 \$321.98 \$1,376.63 \$321.98	06/22/22	Federal Tax Deposit
					Total this claim =		
					<u>\$5,346.84</u>		
0	343	NATIONWIDE	Annuity	Payroll Deductions	\$266.00	06/22/22	Payroll Ending 6/18
					Total this claim =		
					<u>\$266.00</u>		
0	344	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	06/22/22	IN Def Comp Empl Matching Plan- Robertson
					Total this claim =		
					<u>\$201.42</u>		
0	345	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,674.40 \$18,370.01 \$1,195.02	06/22/22	PAYROLL
					Total this claim =		
					<u>\$22,239.43</u>		
0	346	INDIANA DEPARTMENT OF RE	State Tax Withheld County Tax Withheld	Payroll Deductions Payroll Deductions	\$1,712.25 \$711.29	06/22/22	June Withholdings
					Total this claim =		
					<u>\$2,423.54</u>		
0	347	AFLAC	AFLAC	Payroll Deductions	\$214.26	06/22/22	June Withholdings
					Total this claim =		
					<u>\$214.26</u>		
0	348	STAR FINANCIAL BANK	Operating Fund Operating Fund	Professional Services Professional Services	\$10.71 \$37.00	06/30/22	ACH fees-June Stop Payment fee
					Total this claim =		
					<u>\$47.71</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	295	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,923.35	06/08/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,326.14		
			Medicare	Empl.Share FICA&Medicare	\$310.16		
			Operating Fund	Empl.Share FICA&Medicare	\$1,326.14		
			Operating Fund	Empl.Share FICA&Medicare	\$310.16		
				Total this claim =	<u>\$5,195.95</u>		
0	297	CENTERPOINT ENERGY	Operating Fund	Gas	\$32.02	06/08/22	Service for Summitville, Frankton, Elwoc
			Operating Fund	Gas	\$216.99		
			Operating Fund	Gas	\$63.78		
				Total this claim =	<u>\$312.79</u>		
0	307	NATIONWIDE	Annuity	Payroll Deductions	\$266.00	06/08/22	Payroll Ending 6/4/22
				Total this claim =	<u>\$266.00</u>		
0	294	INDIANA PUBLIC RETIREMENT	PERF	Empl.Share FICA&Medicare	\$464.13	06/08/22	PERF Deposit
			Operating Fund	Emp Cont PERF	\$1,732.72		
				Total this claim =	<u>\$2,196.85</u>		
33439	296	AT&T	Operating Fund	Telephone & Telegraph	\$195.85	06/08/22	Service for Elwood
				Total this claim =	<u>\$195.85</u>		
33440	298	ELWOOD CALL LEADER	Operating Fund	Frankton Per. & Newsp.	\$175.00	06/08/22	! Year subscription Frankton
				Total this claim =	<u>\$175.00</u>		
33441	306	HERALD BULLETIN, THE	Operating Fund	Frankton Per. & Newsp.	\$366.99	06/08/22	! Year Subscription-Frankton
				Total this claim =	<u>\$366.99</u>		
33442	299	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	\$400.00	06/08/22	Ads for Employment
				Total this claim =	<u>\$400.00</u>		
33443	300	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$25.10	06/08/22	Service for Summitville
				Total this claim =	<u>\$25.10</u>		
33444	301	MICHAEL ROBERTSON	Operating Fund	Traveling Expense	\$122.32	06/08/22	Travel reimbursment 278 miles @ \$.44 = \$122.32
				Total this claim =	<u>\$122.32</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>
33445	302	RICOH USA, INC	Operating Fund	Office Supplies	\$123.21	06/08/22	Copies
			Operating Fund	Office Supplies	\$16.27		
			Operating Fund	Office Supplies	\$78.40		
				Total this claim =	<u>\$217.88</u>		
33446	303	SCOTT TOWNSEND	Operating Fund	Professional Services	\$1,500.00	06/08/22	Concrete extension for Chiller Pad 18" x 13'
				Total this claim =	<u>\$1,500.00</u>		
33447	305	VICTORIA WALSER	Operating Fund	Fuel, Oil and Lubricants	\$47.00	06/08/22	Petty Cash-Mower gas
				Total this claim =	<u>\$47.00</u>		
33448	304	VICTORIA WALSER	Operating Fund	Traveling Expense	\$41.71	06/08/22	Travel Reimbursement 94.8 miles @ \$1.44 = \$41.71
				Total this claim =	<u>\$41.71</u>		
33449	327	AT&T	Operating Fund	Telephone & Telegraph	\$79.58	06/13/22	Service for Summitville
				Total this claim =	<u>\$79.58</u>		
33450	312	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,444.55	06/13/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$601.09		
			Operating Fund	Elwood YA	\$258.19		
			Operating Fund	Frankton	\$734.82		
			Operating Fund	Summitville	\$720.94		
				Total this claim =	<u>\$3,759.59</u>		
33451	313	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$96.00	06/13/22	Qtrly Pest Control
			Operating Fund	Professional Services	\$96.00		
			Operating Fund	Professional Services	\$96.00		
				Total this claim =	<u>\$288.00</u>		
33452	314	DOLLAR GENERAL-REGIONS 4	Operating Fund	Summitville Programing	\$36.05	06/13/22	As per attached invoices.
			Operating Fund	Frankton Programing	\$34.50		
				Total this claim =	<u>\$70.55</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>
33453	315	EBSCO	Operating Fund	Databases	\$3,822.00	06/13/22	Novelist Plus, MyHeritage Library Edition, LibraryAware Apr 2022-Mar 31 2023
				Total this claim =	<u>\$3,822.00</u>		
33454	316	ENA SERVICES LLC	St Technology Fund Gra Operating Fund	Telephone & Telegraph Telephone & Telegraph	\$1,377.92 \$272.46	06/13/22	VoIP & Internet
				Total this claim =	<u>\$1,650.38</u>		
33455	317	FRONTIER	Operating Fund	Telephone & Telegraph	\$216.02	06/13/22	Service for Frankton
				Total this claim =	<u>\$216.02</u>		
33456	319	INDIANA STATE LIBRARY	Operating Fund Operating Fund Operating Fund	Professional Services Professional Services Professional Services	\$933.00 \$933.00 \$2,912.00	06/13/22	InfoExpress Elwood, Frankton, Summitville
				Total this claim =	<u>\$4,778.00</u>		
33457	320	MIDWEST COLLABORATIVE F	Operating Fund	Databases	\$1,243.16	06/13/22	Fold 3 Library Edition ProQuest
				Total this claim =	<u>\$1,243.16</u>		
33458	321	MIDWEST TAPE	Operating Fund Operating Fund Operating Fund	Elwood AV Frankton AV Summitville AV	\$626.26 \$62.48 \$118.46	06/13/22	As per attached invoices.
				Total this claim =	<u>\$807.20</u>		
33459	330	REDBEARD CUSTOM PICTURE	Operating Fund	Professional Services	\$680.39	06/13/22	Custom framing of Marcy Fry donated items
				Total this claim =	<u>\$680.39</u>		
33460	328	ROEING	Operating Fund Operating Fund	Professional Services Professional Services	\$1,035.00 \$385.00	06/13/22	As per attached invoices.
				Total this claim =	<u>\$1,420.00</u>		
33461	322	SARAH FOX	Operating Fund	Summitville Programing	\$27.24	06/13/22	Petty Cash
				Total this claim =	<u>\$27.24</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>
33462	323	STACEY JONES	Operating Fund	Frankton Programing	\$31.24	06/13/22	Petty Cash
				Total this claim =	<u>\$31.24</u>		
33463	329	STAPLES	Operating Fund	Cleaning & Sanitation Supplies	\$13.79	06/13/22	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$175.05		
			Operating Fund	Office Supplies	\$151.37		
				Total this claim =	<u>\$340.21</u>		
33464	324	SUPERIOR KREATIONS INC	Operating Fund	Professional Services	\$20.00	06/13/22	Name plates for 2022 scholars
				Total this claim =	<u>\$20.00</u>		
33465	325	TOPS HOME CENTER	Operating Fund	Paint and painting supplies	\$194.93	06/13/22	As per attached invoices.
			Operating Fund	Bldg. Matl. And Supplies	\$92.78		
				Total this claim =	<u>\$287.71</u>		
33466	326	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$510.40	06/13/22	Repair-Elwood
			Operating Fund	Professional Services	\$423.82		
				Total this claim =	<u>\$934.22</u>		
33467	331	DON MURRAY	Operating Fund	Traveling Expense	\$665.73	06/22/22	Travel reimbursement 1138 miles @ \$.58.5 = 665.73
				Total this claim =	<u>\$665.73</u>		
33468	339	GINGER CREECH	Operating Fund	Elwood Adult Programing	\$240.00	06/22/22	Painting program for 12 people
				Total this claim =	<u>\$240.00</u>		
33469	332	MIDWEST COLLABORATIVE F	Operating Fund	Dues	\$125.00	06/22/22	MCLS Annual Membership Fees
				Total this claim =	<u>\$125.00</u>		
33470	333	RICOH USA, INC	Operating Fund	Office Supplies	\$23.71	06/22/22	Copies for Summitville, Frankton,
			Operating Fund	Office Supplies	\$205.45		
				Total this claim =	<u>\$229.16</u>		
33471	334	STAPLES	Operating Fund	Cleaning & Sanitation Supplies	\$9.57	06/22/22	Cleaning/office supplies
			Operating Fund	Office Supplies	\$34.40		
				Total this claim =	<u>\$43.97</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>
33472	335	SUPERIOR KREATIONS INC	Operating Fund	Professional Services	\$10.00	06/22/22	Scholars plaque Honeycutt 2022
					Total this claim =	\$10.00	
33473	336	TRIPLE GREEN LAWN CARE	Operating Fund	Professional Services	\$40.00	06/22/22	Mowing Summitville
					Total this claim =	\$40.00	
33474	337	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$113.35	06/22/22	Copier Lease Elwood
					Total this claim =	\$113.35	
33475	340	WILSON UPHOLSTERY	Operating Fund	Professional Services	\$600.00	06/22/22	Recover 8 chairs-Summitville
					Total this claim =	\$600.00	

Total Amount of Claims \$101,202.16

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, July 11, 2022

Mary E. Kiplinger
 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 \$101,202.16

Date this 11 day of July, 2022.

<i>[Signature]</i>	<i>[Signature]</i>	
<i>[Signature]</i>	<i>[Signature]</i>	
<i>[Signature]</i>		

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Operating Fund	2020 Approved Budget	2021 Budget	2022 Approved Budget	2023 Proposed Budget
1. Personal Services				
Salaries and Wages				
Librarian/Director	64,375	65,500	69,600	71,800
Salary of Assistants	607,358	605,958	602,858	600,658
Wages of Janitor	37,725	38,000	40,000	40,000
Employee Benefits				
Employee Benefits -Unemployment Comp.	6,000	6,000	6,000	6,000
Employer's FICA & Medicare	52,000	52,000	52,000	52,000
Emp Cont IN Def Comp Matching Plan	5,100	5,100	5,100	5,100
Emp. Cont. PERF	48,000	48,000	48,000	48,000
Emp. Cont. Group Ins.	105,000	105,000	105,000	105,000
Salary of Board Treasurer	300	300	300	300
Total Personal Services	\$ 925,858	\$ 925,858	\$ 928,858	\$ 928,858
2. Supplies				
Office Supplies	10,000	10,000	10,000	10,000
Official Record	1,000	1,000	1,000	1,000
Stationary & Supplies	500	500	500	500
Operating Supplies	9,500	9,500	9,500	9,500
Cleaning & Sanitation Supplies	4,000	4,000	4,000	4,000
Fuel, Oil, and Lubricants	250	250	250	250
Bldg. Matl. And Supplies	250	250	250	250
Paint and Painting Supplies	200	200	200	200
Repair Parts/Maintenance	1,000	1,000	1,000	1,000
Other Repair & Maintenance Supplies	250	250	250	250
Book Processing	7,000	7,000	7,000	7,000
Automation	500	500	500	500
Total Supplies	\$ 34,450	\$ 34,450	\$ 34,450	\$ 34,450
3. Other Services & Charges				
Professional Services	68,000	68,000	70,000	70,000
Consulting Services	1,000	1,000	1,000	1,000
Legal Services	2,500	2,500	2,500	2,500
Engineering & Architects	100	100	100	100
Databases	11,150	11,150	11,150	11,650
Ebook Services	15,500	15,500	12,500	12,000
Evergreen Membership (3.147)	5,500	5,600	5,600	5,600
Telephone & Telegraph	27,150	25,150	23,150	23,150
Postage & UPS	3,000	3,000	3,000	3,000
Traveling Expense	2,500	2,500	2,500	2,500
Professional Meetings	3,000	3,000	3,000	3,000
Elwood Children's Programming	5,000	5,000	5,000	4,000
Elwood Adult Programming	3,000	3,000	3,000	2,000

Operating Fund	2,020	2,021	2,022	2,023
Frankton Programming	4,000	4,000	4,000	3,000
Summitville Programming	3,000	3,000	3,000	2,000
Title Source (Baker & Taylor)	3,100	3,000	3,000	3,000
Advertising & Public Notices	1,200	1,200	1,200	1,200
Insurance	23,000	25,000	25,000	25,000
Official Bonds	400	400	400	400
Gas (HVAC)	10,000	9,000	9,000	13,000
Electricity	40,000	40,000	40,000	40,000
Water	4,000	4,000	4,000	4,000
Waste Disposal Services	5,000	6,000	6,000	6,000
Bldg. & Structure/Maint.	2,000	2,000	2,000	2,000
Equipment/Maint.	2,500	2,500	2,500	2,500
Equipment/Rental	5,000	5,000	5,000	5,000
Dues	2,700	2,700	2,700	2,700
Taxes	500	500	500	500
Interest on Temporary Loans	500	500	500	500
Transfer to LIRF	10,000	10,000	10,000	10,000
	\$ 264,300	\$ 264,300	\$ 261,300	\$ 261,300
Total Other Services				
4. Capital Outlays				
Land Buildings Improvements	3,000	3,000	3,000	3,000
Furniture & Equipment	5,000	5,000	5,000	5,000
Technology Equipment	20,000	20,000	20,000	20,000
Elwood Adult	20,000	20,000	20,000	20,000
Elwood Childrens	12,000	12,000	12,000	12,000
Elwood YA	5,500	5,500	5,500	5,500
Frankton	14,500	14,500	14,500	14,500
Summitville	12,500	12,500	12,500	12,500
Elwood Period. & News.	5,000	5,000	5,000	5,000
Frankton Per. & Newsp.	2,000	2,000	2,000	2,000
Summitville Period. & Newsp.	1,500	1,500	1,500	1,500
Elwood AV	25,000	25,000	25,000	25,000
Frankton AV	9,000	9,000	9,000	9,000
Hazelbaker AV	8,000	8,000	8,000	8,000
Technology Software	8,000	8,000	8,000	8,000
Total Capital Outlays	\$ 151,000	\$ 151,000	\$ 151,000	\$ 151,000
Circuit Breaker				
Operating Fund	\$ 1,375,608	\$ 1,375,608	\$ 1,375,608	\$ 1,375,608

Rainy Day

100,000

50,000

LIRF

54,000

54,000

DVD/Remove: VHS Add: Video Game Agreement for Minors

Remove: June 2010 Add: July 2022

The North Madison County Public Library System recognizes the right of parents to guide their children's library use.

- Minor children ages 17 and under must have parental permission to check out DVD/Remove: VHS Add: or video game items. Parents of minors should be aware that this collection may include titles which they might consider inappropriate for their children. **Library staff will not try to determine what a parent will consider appropriate for his/her child and will not place limitations upon a minor's selection.**

As the parent or guardian of _____ whose date of birth is _____ I give permission for my child to check out DVD/Remove: VHS Add: and video game items from the North Madison County Public Library System. I understand that DVD/ Remove: VHS Add: or video game items have Remove: an overdue charge of 0.25¢ per day per item Add: replacement costs associated with them if damaged or not returned.

(Signature) _____

(Date) _____



Quote

ADDRESS

Elwood Public Library
1600 Main Street
Elwood, IN 46036

QUOTE # 36322**DATE** 07/11/2022

QTY	DESCRIPTION	RATE	AMOUNT
	Rebuild (1) 1" Watts 009M2QT Backflow Device and (1) 4" Watts LF709 Backflow Device, that failed annual inspection, using total rebuild kit. Retest and resubmit paperwork.		
	Parts	1,274.24	1,274.24
	Labor	450.00	450.00
	Remove and replace 1/6 Horse Genair OL12516AC Air Pump, due to inability to air up sprinkler system. Put system back into service.		
	Parts	988.72	988.72
	Labor	450.00	450.00

Thank you for the opportunity to quote! Kabe

Please sign below and return upon approval.
Quote is valid for 60 days.

SUBTOTAL 3,162.96
TAX 0.00
TOTAL **\$3,162.96**

Accepted By

Accepted Date



Frankton Library

PRESENTED BY: Danny Marshall, An Integrated Solutions Provider

PRESENTED TO: Frankton Library

DELIVERED ON: June 14, 2022



Cover Letter

Dear Jamie,

I would like to thank you for your time and consideration during the evaluation process of your facility. I am really excited about the opportunity and am confident the solution we have co-authored will make significant improvements and extend the life of your buildings systems. Thank you for taking the time to review this Proposal and I look forward to hearing from you shortly. Listed below, you will find instructions on how to navigate and accept your online proposal.

On the left side of your screen you can access the Table of Contents to navigate through this Proposal and review information about Linc, your unique solution, terms, and pricing.

A few notes for your convenience:

- In the upper right corner of the screen you'll see buttons labeled **"Ask a Question"** and **"Accept"**.
- An authorized signer may click **"Accept"** to submit a legally binding electronic signature for the pricing and terms described in the document.
- Click **"Ask a Question"** to submit a note to me, and I'll follow up with you shortly.

Thanks for your consideration and please let me know if you have any questions.

Best Regards,

Danny Marshall
dmarshall@vasey.com



Project Agreement

Proposal Date	Proposal Number	Agreement Number
June 14, 2022	P190610	

BY AND BETWEEN:

Vasey Commercial Facility Solutions
 10830 Andrade Drive
 Zionsville, IN 46077

AND

Frankton Library
 102 S. Church St.
 Frankton In. 46044

hereinafter CONTRACTOR

hereinafter CUSTOMER

SERVICES WILL BE PROVIDED TO THE FOLLOWING LOCATION(S):
102 S. Church St.,

- > Demo existing Goodman units #2 & 3 from mechanical room and haul away.
- > Install two new Bryant units 3.5 ton split systems with 95% furnace.
- > Reconnect PVC piping and gas line to each new unit.
- > Re connect line voltage, low voltage to new units.
- > Start up and check operation of each new system.
- > One Year Vasey Warranty on Parts and Labor.
- > Units are currently in stock.
- > Due to rising cost of materials quote is good for 14 days.

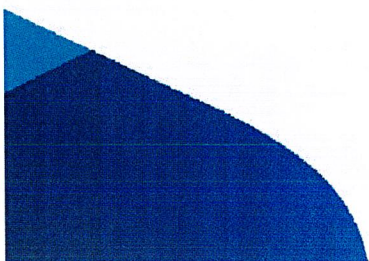
Your Cost to replace two units: \$26,111.00

Your Cost to replace all 3 units: \$37,933.00

As a condition of performance, payments are to be made on a progress basis. Invoice payment must be made within (30) days of receipt. Any alteration or deviation from the above proposal involving extra cost of material or labor will become an extra charge over the sum stated above. This proposal will become a binding Agreement only after acceptance by Customer and approved by an officer of Contractor as evidenced by their signatures below. This agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Contractor which is not expressed herein.



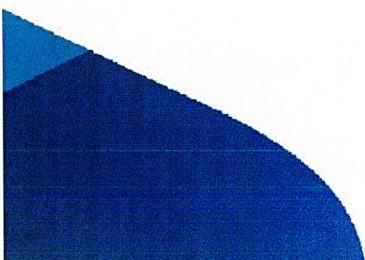
Sales Rep	Customer	Manager
Signature	Signature	Signature
Name (Printed/Typed)	Name (Printed/Typed)	Name (Printed/Typed)
Title	Title	Title
Date	Date	Date
TO ORDER SERVICES UNDER THIS AGREEMENT WITH A PURCHASE ORDER, PLEASE PROVIDE THE FOLLOWING:		
PO Number:	Date of Issue:	Customer Signature:
NOTE: When issuing a purchase order for this Agreement, the services, responsibilities, terms and conditions for both parties remain as detailed in this Agreement.		



Project Terms and Conditions

1. Customer shall permit Contractor free and timely access to areas and equipment on a reasonable basis, and allow Contractor to start and stop the equipment as necessary to perform Contractor's obligations under this agreement. All planned work under this Agreement will be performed during the Contractor's normal working hours.
2. Contractor warrants that the workmanship hereunder shall be free from defects for one (1) year. Contractor performs such work; provided that such one-year period shall run from the date Contractor completes any individual task. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty, that the Contractor has received from the manufacturer for such part or item. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the contractor's rates in effect.
3. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may, without notice, stop all work under this Agreement and/or cancel this Agreement, and the entire balance due and owing from the Customer under the Agreement shall become due and payable immediately upon demand. All past due amounts shall accrue interest at the maximum rate permitted by applicable law.
4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
5. If there is any alteration to, or deviation from, this Agreement involving extra work by Contractor, the cost of materials and/or labor will become an extra charge (fixed price amount to be negotiated or on a time and material basis at Contractor's rates then in effect) over the price stated in this Agreement.
6. In the event either the Contractor or the Customer commences any legal action, whether a formal complaint is filed or not, in order to enforce the terms of this Agreement, the prevailing party shall be entitled to an award, in addition to any other claims or damages, of its costs and expenses, including attorneys' fees, in connection with such enforcement action.
7. Any legal action against the Contractor relating to this Agreement, or the breach thereof, or services rendered hereunder, shall be commenced within one (1) year from the date Contractor performs the subject work under this Agreement; provided that such one-year period shall run from the date Contractor completes any individual task.
8. Contractor shall not be liable for any delay, loss, damage or detention in performing any duties or obligations under this Agreement caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, (including those by Contractor's employees), lockouts, civil or military authority, priority or governmental regulations, insurrection or riot, action of the elements, forces of nature, epidemic or pandemic, or by any other cause, whether related to the previously mentioned events or not, beyond its control.
9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its affiliates, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
10. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.

11. Contractor shall have no obligation under this Agreement or any subsequent agreements, related to the identification, abatement, notice, or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. If Contractor identifies any such substances, wastes, or materials in performing its obligations under this Agreement, then Contractor shall have the right thereafter to suspend its work under this agreement until such substances, wastes, and or materials and the resultant hazards are removed by Customer or some other third party. If the Contractor suspends its work under this Agreement in accordance with this paragraph 11, the time for completion of the work under this Agreement shall be correspondingly extended by the term of the suspension and the Agreement price shall be equitably adjusted by the Contractor.
12. Contractor expressly disclaims any and all responsibility and liability for the indoor air quality of the Customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, or any damage to the Customer's facility, arising out of or in connection with the Contractor's work under this Agreement, including without limitation any illness, injury, or damage resulting in any manner from any fungus(es) or spore(s), any substance, vapor or gas produced by or arising out of any fungus(es) or spore(s), or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus(es) or spore(s).
13. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.
14. This Agreement and all terms herein shall be governed by the laws of the State of Indiana, without regard to any conflict of law rules. The Customer and Contractor consent and submit to the sole and exclusive jurisdiction of the federal and state courts located in Indianapolis, Indiana. Any appropriate state or federal court located in Indianapolis, Indiana, shall have sole and exclusive jurisdiction over any case or controversy arising under or in connection with this Agreement.
15. This Agreement constitutes the complete understanding between the Customer and Contractor, and it cannot be altered, amended, or modified in any respect, except by a writing duly executed by both the Customer and Contractor.





Frankton Library: Replace Split Systems
prepared for:

North Madison Public Library System

Proposal Number: MW-4EB126

Proposal Date: 07/08/2022

By:

Perfection Group; Inc.
7750 Zionsville Road
Indianapolis, IN 46268
(317) 228-3985

For:

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

And

*Hereinafter: Perfection Group,
Inc.*

Hereinafter: Customer

SERVICES WILL BE PROVIDED AT THE FOLLOWING LOCATION(S):

Frankton Public Library

Perfection Group, Inc. WILL PROVIDE THE FOLLOWING TO THE CUSTOMER:

Frankton Library: Replace Split Systems; Please see our scope of work and pricing below.

Base Proposal Amount: See Page 2

Perfection Group, Inc. guarantees the price stated in this Proposal for ten (10) days from Proposal Date above.

Payment terms for all projects under \$75,000 will be 25% due on issuance of order and balance due on completion. All projects over \$75,000 will require payment for equipment at time of order and monthly progress billings with final amount due upon completion.

This proposal is the property of Perfection Group, Inc. and is provided for our Customer's use only. This proposal will become a binding Agreement only after acceptance by Customer and approved by an authorized agent of Perfection Group, Inc. as evidenced by their signature(s) below. This Agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Perfection Group, Inc. which is not expressed herein.

PERFECTION GROUP, INC.

CUSTOMER

Signature: Mark Wells (Sales Representative) Date

Authorized Representative Signature Date

Approval Signature: Jon Wells Date

Jamie Scott

Name & Title (Print/Type)

Proposal Number: MW-4EB126

Proposal Date: 07/08/2022

***Services Provided by Perfection Group, Inc. for:
North Madison Public Library System***

Findings:

Per your request, we were asked to provide pricing to replace (2) complete split systems and (1) furnace only since #3 had a new condensing unit and coil replaced in 2018. We would recommend replacing the coil on split system #3, since we have to remove the coil to replace the furnace and the new furnace and old coil will not match up properly. Please see our scope of work and pricing below.

Scope of Work: Replace split systems with Bryant equipment

Recover the existing refrigerant charge and dispose of it properly per EPA guidelines.

Remove and replace (2) existing 16 year old, 3.5 Ton furnaces, evaporator coils, and condensing units.

Remove and replace (1) existing 16 year old, 3.5 ton furnace only. We will have to recover the refrigerant and disconnect the evaporator coil to replace this furnace. We would recommend replacing the evaporator coil at the same time. See option pricing below.

Flush and clean the existing line set and reconnect.

Reconnect to the existing electrical, thermostats, drain lines, flue and fresh air piping, supply and return duct work.

Current lead time is late August from date of order

Price for above scope of work: \$27,170.00 ____

Option 1:

Replace evaporator coil on split system #3 with Bryant equipment: Add: \$896.00 ____

Scope of Work: Replace split systems with Carrier equipment

Recover the existing refrigerant charge and dispose of it properly per EPA guidelines.

Remove and replace (2) existing 16 year old, 3.5 Ton furnaces, evaporator coils, and condensing units.

Remove and replace (1) existing 16 year old, 3.5 ton furnace only. We will have to recover the refrigerant and disconnect the evaporator coil to replace this furnace. We would recommend replacing the evaporator coil at the same time. See option pricing below.

Flush and clean the existing line set and reconnect.

Reconnect to the existing electrical, thermostats, drain lines, flue and fresh air piping, supply and return duct work.

Current lead time is late August from date of order

Price for above scope of work: \$27,125.00 ____

Option 1:

Replace evaporator coil on split system #3 with Carrier equipment: Add: \$888.00 ____

Notes:

Due to the supply chain issues the ship date of this equipment could be longer than the estimated lead time above.

Perfection is not responsible for any additional delays.

Work to be completed during our normal working hours. No overtime or weekend work included in this quote.

All furniture and materials will need to be removed and re-installed by library staff prior to our arrival. No additional repairs included in this quote. If the system will not pull down to 500 microns, a leak search and repair is not included in this quote.

The services above are governed by the terms and conditions of this proposal.

Proposal Number: MW-4EB126

Proposal Date: 07/08/2022

Frankton Library: Replace Split Systems Provided by Perfection Group, Inc. for: North Madison Public Library System

SPECIAL PRICING NOTE:

Due to the nature of extended lead times for equipment, acceptance of proposal will lock in equipment pricing. Pricing of materials, subcontractors, and other items are subject to change between job acceptance and equipment delivery. Customer will be presented with any pricing changes for installation at time of installation.

WARRANTY

Contractor warrants that all work will be performed in a workmanlike manor in accordance with generally accepted standards of construction, in compliance with the contract documents and shall be free from defects for one (1) year from date of startup or substantial completion whichever comes first. If any replacement part, new material, or new equipment furnished by Contractor is defective, and Contractor is notified of same within the one year warranty period, then Contractor shall repair or replace the defective item at no cost to Customer. The Warranty shall remain in effect for the balance of the original one (1) year warranty period. Contractor will pass through to Customer the benefits of any warranty received from the manufacturer or subcontractor. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Contractor's or Subcontractor's expense during the one (1) year warranty.

Warranty Limitation

This warranty does not include routine maintenance, e.g.: equipment cleaning, mechanical parts lubrication, testing, belt adjustment, or similar items, which can be purchased from Contractor at a discount during the warranty period. The warranty does not include overtime (warranty work will be performed during regular business hours), damage caused by voltage fluctuations, blown fuses, misuse, refrigerant loss, lightning or other acts of nature. Any warranted replacement parts furnished are warranted from the original warranty date and will not extend the warranty period. Work performed by anyone other than the Contractor or Contractor's representative voids warranty coverage.

There are no implied warranties of merchantability or fitness for a particular use for any purpose, and there are no other express or implied warranties from Contractor other than as set forth above.

If a second-year warranty is included and accepted, Contractor will extend the same benefits as described above for the first-year warranty during the second year; however, Contractor must be contracted under a separate service agreement to perform all regularly scheduled maintenance during the second-year warranty period.

Retro-Commissioning (RCX)

Retro-commissioning is the process of refurbishing select equipment and systems to extend the useful life and improve performance. This includes cleaning, calibrating, minor repairs and parts replacement and general tune up of the individual components and systems. Since RCX applies to existing used equipment, any warranty shall be limited to the manufacturer's supplied warranty on replacement parts only, no other warranty, parts, components or labor is included.

Spot Service Work:

Warranty on time and material service and repairs (Spot Service) shall be limited to the manufacture's supplied warranty on replacement parts only. No other warranty, parts, components or labor is included.

Proposal Number: MW-4EB126

Proposal Date: 07/08/2022

Perfection Group, Inc. Terms and Conditions

1. Customer shall permit Perfection Group, Inc. free and timely access to areas and equipment, and allow Perfection Group, Inc. to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during Perfection Group, Inc.'s normal working hours.
2. Perfection Group, Inc. shall not be liable for any liquidated damages except those caused by Perfection Group, Inc..
3. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become sixty (60) days or more delinquent, Perfection Group, Inc. may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
4. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount to be negotiated or on a time-and-material basis at Perfection Group, Inc.'s rates then in effect) over the sum stated in this Agreement.
5. In the event Perfection Group, Inc. must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Perfection Group, Inc. all court costs and attorneys' fees incurred by Perfection Group, Inc..
6. Any legal action against Perfection Group, Inc. relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
7. Perfection Group, Inc. shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Perfection Group, Inc.'s employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
8. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Perfection Group, Inc., its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by any active or passive act or omission of Perfection Group, Inc., anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Perfection Group, Inc..
9. Customer shall make available to Perfection Group, Inc.'s personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA's Hazard Communication Standard Regulations.
10. Perfection Group, Inc.'s obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes or materials are encountered, Perfection Group, Inc.'s sole obligation will be to notify the Owner of their findings. Perfection Group, Inc. shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted. Perfection Group, Inc. expressly disclaims any and all responsibility and liability for the indoor air quality of the customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, or damage to the customer's facility, arising out of or in connection with Perfection Group, Inc.'s work under this agreement, including without limitation any illness, injury, or damage resulting in any manner from any fungus(es) or spore(s), any substance, vapor or gas produced by or arising out of any fungus(es) or spore(s), or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus(es) or spore(s).
11. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL PERFECTION GROUP, INC. BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.
12. Customer shall provide and have in force during all phases of the work, a Builders Risk Insurance policy with a maximum \$20,000 deductible..
13. The project price was based on timing, provided schedule information, supplier and subcontractor quotes. Delays in schedule caused by owner, developer, supplier, and subcontractor, may result in added costs for equipment, materials, and labor. Additionally, delays in procurement of equipment, materials, supplies and labor outside of our control may also impact the designed delivery timing, cost, and schedule. Customer will be presented with any pricing changes for approval at the time of installation.



Ralph E. Hazelbaker Library

PRESENTED BY: Danny Marshall, An Integrated Solutions Provider

PRESENTED TO: Ralph E. Hazelbaker Library

DELIVERED ON: June 14, 2022



Cover Letter

Dear Jamie,

I would like to thank you for your time and consideration during the evaluation process of your facility. I am really excited about the opportunity and am confident the solution we have co-authored will make significant improvements and extend the life of your buildings systems. Thank you for taking the time to review this Proposal and I look forward to hearing from you shortly. Listed below, you will find instructions on how to navigate and accept your online proposal.

On the left side of your screen you can access the Table of Contents to navigate through this Proposal and review information about Linc, your unique solution, terms, and pricing.

A few notes for your convenience:

- In the upper right corner of the screen you'll see buttons labeled **"Ask a Question"** and **"Accept"**.
- An authorized signer may click **"Accept"** to submit a legally binding electronic signature for the pricing and terms described in the document.
- Click **"Ask a Question"** to submit a note to me, and I'll follow up with you shortly.

Thanks for your consideration and please let me know if you have any questions.

Best Regards,

Danny Marshall
dmarshall@vasey.com



Project Agreement

Proposal Date	Proposal Number	Agreement Number
June 14, 2022	P190611	

BY AND BETWEEN:

Vasey Commercial Facility Solutions
 10830 Andrade Drive
 Zionsville, IN 46077

AND

Ralph E. Hazelbaker Library
 1013 Church St.
 Summitville IN. 46070

hereinafter CONTRACTOR

hereinafter CUSTOMER

**SERVICES WILL BE PROVIDED TO THE FOLLOWING LOCATION(S):
 1013 Church St.,**

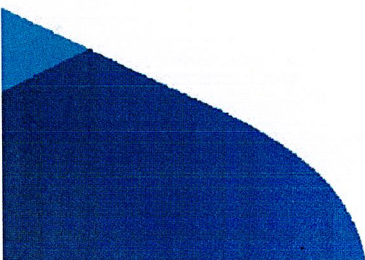
- > Demo existing Carrier 5 ton split system and haul away.
- > Install new Bryant model 113ANA060 5 ton split system.
- > Reconnect PVC piping for the 95% furnace.
- > Reconnect Line voltage, Low voltage and line set to new system.
- > Start up and check operation of new unit.
- > One Year Vasey Warranty on Parts and Labor.
- > Due to rising cost of materials quote is good for 14 days.
- > Currently there is a 15 week lead time to get equipment.

Your Cost: \$15,310.00

As a condition of performance, payments are to be made on a progress basis. Invoice payment must be made within (30) days of receipt. Any alteration or deviation from the above proposal involving extra cost of material or labor will become an extra charge over the sum stated above. This proposal will become a binding Agreement only after acceptance by Customer and approved by an officer of Contractor as evidenced by their signatures below. This agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Contractor which is not expressed herein.



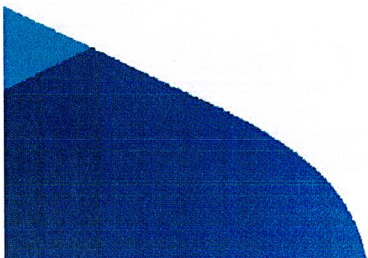
Sales Rep	Customer	Manager
Signature	Signature	Signature
Name (Printed/Typed)	Name (Printed/Typed)	Name (Printed/Typed)
Title	Title	Title
Date	Date	Date
<p>TO ORDER SERVICES UNDER THIS AGREEMENT WITH A PURCHASE ORDER, PLEASE PROVIDE THE FOLLOWING:</p> <p>PO Number: _____ Date of Issue: _____ Customer Signature: _____</p> <p>NOTE: When issuing a purchase order for this Agreement, the services, responsibilities, terms and conditions for both parties remain as detailed in this Agreement.</p>		



Project Terms and Conditions

1. Customer shall permit Contractor free and timely access to areas and equipment on a reasonable basis, and allow Contractor to start and stop the equipment as necessary to perform Contractor's obligations under this agreement. All planned work under this Agreement will be performed during the Contractor's normal working hours.
2. Contractor warrants that the workmanship hereunder shall be free from defects for one (1) year. Contractor performs such work; provided that such one-year period shall run from the date Contractor completes any individual task. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty, that the Contractor has received from the manufacturer for such part or item. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the contractor's rates in effect.
3. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may, without notice, stop all work under this Agreement and/or cancel this Agreement, and the entire balance due and owing from the Customer under the Agreement shall become due and payable immediately upon demand. All past due amounts shall accrue interest at the maximum rate permitted by applicable law.
4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
5. If there is any alteration to, or deviation from, this Agreement involving extra work by Contractor, the cost of materials and/or labor will become an extra charge (fixed price amount to be negotiated or on a time and material basis at Contractor's rates then in effect) over the price stated in this Agreement.
6. In the event either the Contractor or the Customer commences any legal action, whether a formal complaint is filed or not, in order to enforce the terms of this Agreement, the prevailing party shall be entitled to an award, in addition to any other claims or damages, of its costs and expenses, including attorneys' fees, in connection with such enforcement action.
7. Any legal action against the Contractor relating to this Agreement, or the breach thereof, or services rendered hereunder, shall be commenced within one (1) year from the date Contractor performs the subject work under this Agreement; provided that such one-year period shall run from the date Contractor completes any individual task.
8. Contractor shall not be liable for any delay, loss, damage or detention in performing any duties or obligations under this Agreement caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, (including those by Contractor's employees), lockouts, civil or military authority, priority or governmental regulations, insurrection or riot, action of the elements, forces of nature, epidemic or pandemic, or by any other cause, whether related to the previously mentioned events or not, beyond its control.
9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its affiliates, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
10. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.

11. Contractor shall have no obligation under this Agreement or any subsequent agreements, related to the identification, abatement, notice, or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. If Contractor identifies any such substances, wastes, or materials in performing its obligations under this Agreement, then Contractor shall have the right thereafter to suspend its work under this agreement until such substances, wastes, and or materials and the resultant hazards are removed by Customer or some other third party. If the Contractor suspends its work under this Agreement in accordance with this paragraph 11, the time for completion of the work under this Agreement shall be correspondingly extended by the term of the suspension and the Agreement price shall be equitably adjusted by the Contractor.
12. Contractor expressly disclaims any and all responsibility and liability for the indoor air quality of the Customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, or any damage to the Customer's facility, arising out of or in connection with the Contractor's work under this Agreement, including without limitation any illness, injury, or damage resulting in any manner from any fungus(es) or spore(s), any substance, vapor or gas produced by or arising out of any fungus(es) or spore(s), or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus(es) or spore(s).
13. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.
14. This Agreement and all terms herein shall be governed by the laws of the State of Indiana, without regard to any conflict of law rules. The Customer and Contractor consent and submit to the sole and exclusive jurisdiction of the federal and state courts located in Indianapolis, Indiana. Any appropriate state or federal court located in Indianapolis, Indiana, shall have sole and exclusive jurisdiction over any case or controversy arising under or in connection with this Agreement.
15. This Agreement constitutes the complete understanding between the Customer and Contractor, and it cannot be altered, amended, or modified in any respect, except by a writing duly executed by both the Customer and Contractor.





Ralph E. Hazelbaker Library: Replace Split System #3
prepared for:

North Madison Public Library System

Proposal Number: MW-50019F

Proposal Date: 07/08/2022

By:

**Perfection Group; Inc.
7750 Zionsville Road
Indianapolis, IN 46268
(317) 228-3985**

For:

**North Madison Public Libray
System
1600 Main Street
Elwood, IN 46036
Jamie Scott**

And

*Hereinafter: Perfection Group,
Inc.*

Hereinafter: Customer

SERVICES WILL BE PROVIDED AT THE FOLLOWING LOCATION(S):

**1013 West Church ST
Summitville, IN 46070**

Perfection Group, Inc. WILL PROVIDE THE FOLLOWING TO THE CUSTOMER:
Ralph E. Hazelbaker Library: Replace Split System #3; Please see our scope of work and pricing below.
Base Proposal Amount: See Page 2
Perfection Group, Inc. guarantees the price stated in this Proposal for ten (10) days from Proposal Date above.
Payment terms for all projects under \$75,000 will be 25% due on issuance of order and balance due on completion. All projects over \$75,000 will require payment for equipment at time of order and monthly progress billings with final amount due upon completion.

This proposal is the property of Perfection Group, Inc. and is provided for our Customer's use only. This proposal will become a binding Agreement only after acceptance by Customer and approved by an authorized agent of Perfection Group, Inc. as evidenced by their signature(s) below. This Agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Perfection Group, Inc. which is not expressed herein.

PERFECTION GROUP, INC.

CUSTOMER

Signature: Mark Wells (Sales Representative) Date

Authorized Representative Signature Date

Approval Signature: Jon Wells Date

Jamie Scott
Name & Title (Print/Type)

Proposal Number: MW-50019F

Proposal Date: 07/08/2022

*Services Provided by Perfection Group, Inc. for:
North Madison Public Library System*

Findings:

Per your request, we were asked to provide pricing to replace split system #3. Please see our scope of work and pricing below.

Scope of Work: Replace split system with a Bryant unit

Recover the existing refrigerant charge and dispose of it properly per EPA guidelines.

Remove and replace the existing 25 year old, 5 Ton furnace, evaporator coil, and condensing unit.

Flush and clean the existing line set and reconnect.

Reconnect to the existing electrical, thermostat, drain line, flue and fresh air piping, supply and return duct work.

Current lead time is late August from date of order

Price to replace split system #3: \$12,670.00 _____

Scope of Work: Replace split system with a Carrier unit

Recover the existing refrigerant charge and dispose of it properly per EPA guidelines.

Remove and replace the existing 25 year old, 5 Ton furnace, evaporator coil, and condensing unit.

Flush and clean the existing line set and reconnect.

Reconnect to the existing electrical, thermostat, drain line, flue and fresh air piping, supply and return duct work.

Current lead time is late August from date of order

Price to replace split system #3: \$12,505.00 _____

Option 1:

Install low ambient controls on split system #3: ADD: \$590.00 _____

Option 1 will allow the cooling to operate down to 15°F ambient temperature

Notes:

Due to the supply chain issues the ship date of this equipment could be longer than the estimated lead time above.

Perfection is not responsible for any additional delays.

Work to be completed during our normal working hours. No overtime or weekend work included in this quote.

All furniture will need to be removed and re-installed by library staff prior to our arrival. No additional repairs included in this quote. If the system will not pull down to 500 microns, a leak search and repair is not included in this quote.

The services above are governed by the terms and conditions of this proposal.

Proposal Number: MW-50019F

Proposal Date: 07/08/2022

**Ralph E. Hazelbaker Library: Replace Split System #3 Provided by Perfection Group,
Inc. for:
North Madison Public Library System**

SPECIAL PRICING NOTE:

Due to the nature of extended lead times for equipment, acceptance of proposal will lock in equipment pricing. Pricing of materials, subcontractors, and other items are subject to change between job acceptance and equipment delivery. Customer will be presented with any pricing changes for installation at time of installation.

WARRANTY

Contractor warrants that all work will be performed in a workmanlike manor in accordance with generally accepted standards of construction, in compliance with the contract documents and shall be free from defects for one (1) year from date of startup or substantial completion whichever comes first. If any replacement part, new material, or new equipment furnished by Contractor is defective, and Contractor is notified of same within the one year warranty period, then Contractor shall repair or replace the defective item at no cost to Customer. The Warranty shall remain in effect for the balance of the original one (1) year warranty period. Contractor will pass through to Customer the benefits of any warranty received from the manufacturer or subcontractor. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Contractor's or Subcontractor's expense during the one (1) year warranty.

Warranty Limitation

This warranty does not include routine maintenance, e.g.: equipment cleaning, mechanical parts lubrication, testing, belt adjustment, or similar items, which can be purchased from Contractor at a discount during the warranty period. The warranty does not include overtime (warranty work will be performed during regular business hours), damage caused by voltage fluctuations, blown fuses, misuse, refrigerant loss, lightning or other acts of nature. Any warranted replacement parts furnished are warranted from the original warranty date and will not extend the warranty period. Work performed by anyone other than the Contractor or Contractor's representative voids warranty coverage.

There are no implied warranties of merchantability or fitness for a particular use for any purpose, and there are no other express or implied warranties from Contractor other than as set forth above.

If a second-year warranty is included and accepted, Contractor will extend the same benefits as described above for the first-year warranty during the second year; however, Contractor must be contracted under a separate service agreement to perform all regularly scheduled maintenance during the second-year warranty period.

Retro-Commissioning (RCX)

Retro-commissioning is the process of refurbishing select equipment and systems to extend the useful life and improve performance. This includes cleaning, calibrating, minor repairs and parts replacement and general tune up of the individual components and systems. Since RCX applies to existing used equipment, any warranty shall be limited to the manufacturer's supplied warranty on replacement parts only, no other warranty, parts, components or labor is included.

Spot Service Work:

Warranty on time and material service and repairs (Spot Service) shall be limited to the manufacture's supplied warranty on replacement parts only. No other warranty, parts, components or labor is included.

Proposal Number: MW-50019F

Proposal Date: 07/08/2022

Perfection Group, Inc. Terms and Conditions

1. Customer shall permit Perfection Group, Inc. free and timely access to areas and equipment, and allow Perfection Group, Inc. to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during Perfection Group, Inc.'s normal working hours.
2. Perfection Group, Inc. shall not be liable for any liquidated damages except those caused by Perfection Group, Inc..
3. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become sixty (60) days or more delinquent, Perfection Group, Inc. may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
4. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount to be negotiated or on a time-and-material basis at Perfection Group, Inc.'s rates then in effect) over the sum stated in this Agreement.
5. In the event Perfection Group, Inc. must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Perfection Group, Inc. all court costs and attorneys' fees incurred by Perfection Group, Inc..
6. Any legal action against Perfection Group, Inc. relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
7. Perfection Group, Inc. shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Perfection Group, Inc.'s employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
8. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Perfection Group, Inc., its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by any active or passive act or omission of Perfection Group, Inc., anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Perfection Group, Inc..
9. Customer shall make available to Perfection Group, Inc.'s personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA's Hazard Communication Standard Regulations.
10. Perfection Group, Inc.'s obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes or materials are encountered, Perfection Group, Inc.'s sole obligation will be to notify the Owner of their findings. Perfection Group, Inc. shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted. Perfection Group, Inc. expressly disclaims any and all responsibility and liability for the indoor air quality of the customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, or damage to the customer's facility, arising out of or in connection with Perfection Group, Inc.'s work under this agreement, including without limitation any illness, injury, or damage resulting in any manner from any fungus(es) or spore(s), any substance, vapor or gas produced by or arising out of any fungus(es) or spore(s), or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus(es) or spore(s).
11. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL PERFECTION GROUP, INC. BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.
12. Customer shall provide and have in force during all phases of the work, a Builders Risk Insurance policy with a maximum \$20,000 deductible..
13. The project price was based on timing, provided schedule information, supplier and subcontractor quotes. Delays in schedule caused by owner, developer, supplier, and subcontractor, may result in added costs for equipment, materials, and labor. Additionally, delays in procurement of equipment, materials, supplies and labor outside of our control may also impact the designed delivery timing, cost, and schedule. Customer will be presented with any pricing changes for approval at the time of installation.

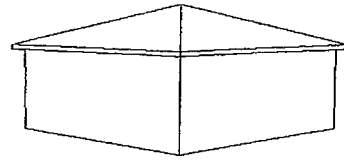
Items Selected:

- Roof w/ 4/12 pitch, standard trusses 2' O.C.
- Truss Design Location Zip Code: 46012
- 2x4 Wall Framing Material
- 24' Wide X 24' Deep X 9' High
- 8" Pine Grooved Vertical Siding
- 1x4 Pine Outside Corners
- Nova Wrap
- 12" overhang
- 1/2" OSB Roof Sheathing
- Duration, Driftwood Shingles
- Slant Back Vent(Metal), Brown
- Royal Brown Aluminum Soffit & Fascia
- Royal Brown Premium Roof Edge
- 1 - Garage Door Opener
- Brown Vinyl Overhead Door Jamb

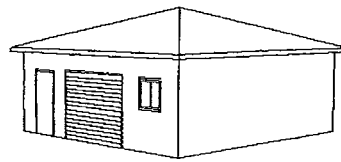
Options Selected:

- The options you have selected are:
- 15 LB Roof Felt
 - 2 Rows Granular Ice & Water Barrier
 - 1 - 36x80 Service Door - CP1 Flush Steel RS
 - 1 - 9x7 Overhead Door - Non-Insulated Ribbed

Front View



Back View



2" overhangs

Today's estimated base price: \$3,713.27

The base price includes: 0" Overhang, 2X4 Wall Studs, 1/16 OSB Roof Sheathing, 20 yr. Fiberglass Classic - Onyx Black Shingles, Pine Fascia, Galvanized Regular Roof Edge, * Textured Vertical Hardboard Siding, No Service Doors, 1 Overhead Doors, No Windows, or Any Other Options.

Today's estimated price: \$6,253.12

If purchased today, you save: \$30.73

Monthly BIG Card payment: \$197.96

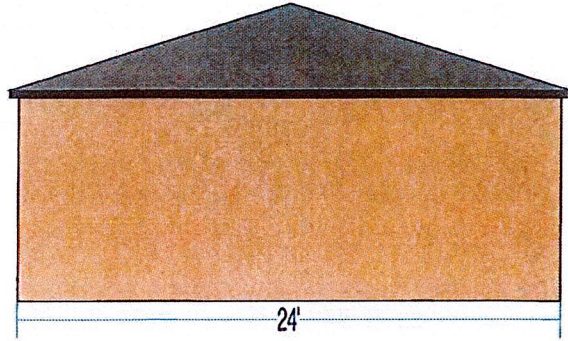
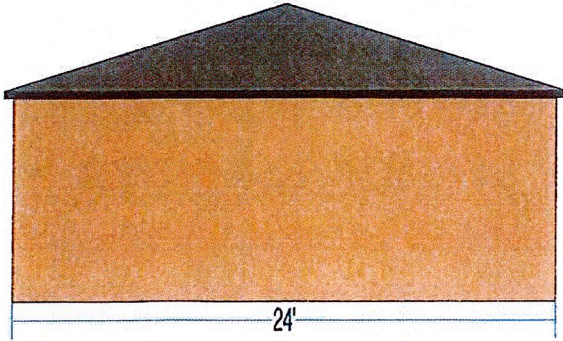
***** Take this sheet to the Building Materials counter to purchase your materials. *****

Information on this form, other than price, has been provided by guest and Menards is not responsible for any errors in the information on this estimate, including but not limited to quantity, dimension and quality. Please examine estimate carefully. MENARDS MAKES NO REPRESENTATIONS, ORAL, WRITTEN OR OTHERWISE, THAT THE MATERIALS LISTED ARE SUITABLE FOR ANY PURPOSE BEING CONSIDERED BY THE GUEST. BECAUSE OF THE WIDE VARIATIONS IN CODES, THERE ARE NO REPRESENTATIONS THAT THE MATERIALS LISTED HEREIN MEET YOUR CODE REQUIREMENTS.

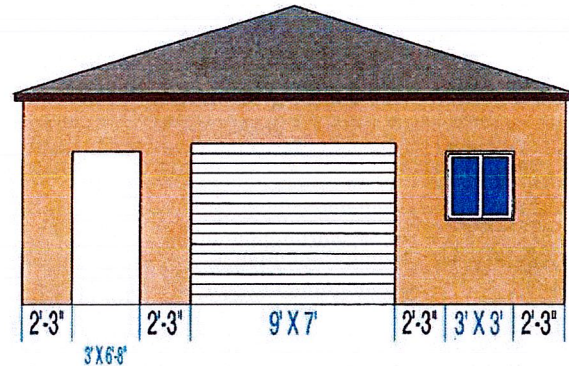
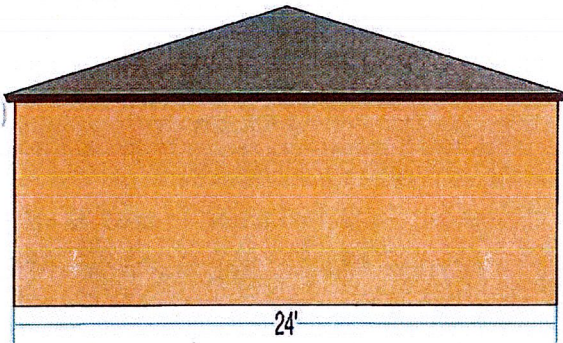
16.000

*** Here are the wall configurations for your design.

Illustration May Not Depict All Options Selected



Gable Front View



Eave Front View

Eave Back View

- (1) - CP1 FLUSH STEEL DOOR PH 36X80 RH SB
- (1) - M5EST 9X7 EZ-SET WHITE M5EST NONINS
- (1) - 36X36 WHITE VINYL UTILITY WINDOW

Building Size: 24 feet wide X 24 feet long X 9 feet high

Approximate Peak Height: 13 feet 4 inches (160 inches)

Materials provided material estimates are intended as a general construction aid and have been calculated using typical construction methods. Because of the wide variable in codes and site restrictions, all final plans and material lists must be verified with your local zoning office, architect and/or builder for building design and code compliance. Menards is a supplier of construction materials and does not assume liability for design, engineering or the completeness of any material lists provided. Underground electrical, phone and gas lines should be located and marked before your building plans are finalized. Remember to use safety equipment including dust masks and sight and hearing protection during construction to ensure a positive building experience.

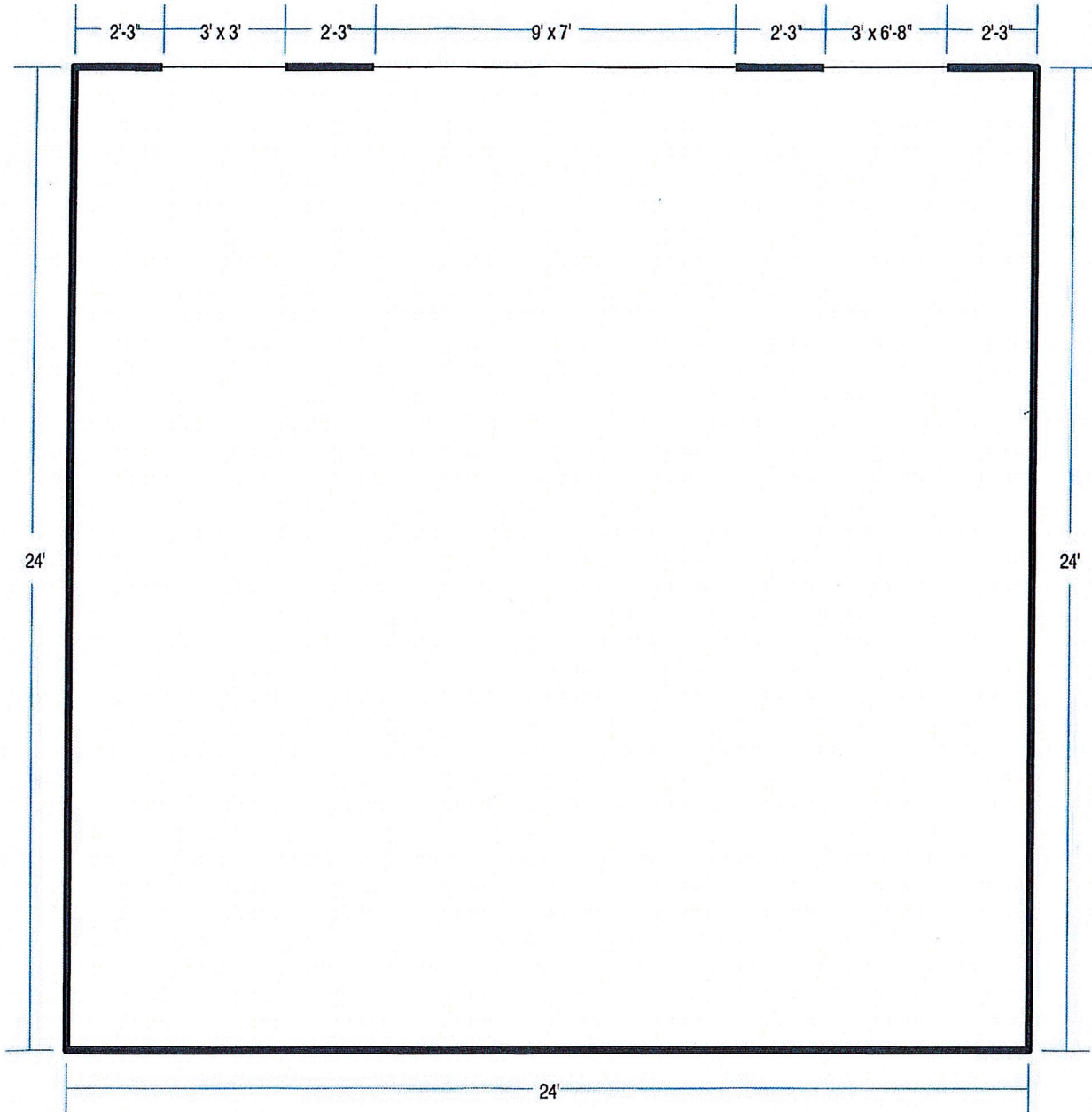
Design # 88788



Page 3 of 3
8/8/2013

*** Garage Floor Plan.

Illustration May Not Depict All Options Selected



ing Size: 24 feet wide X 24 feet long X 9 feet high

ote: Wall construction is 2x4 @ 16" on center

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 06/01/22 To 06/30/22

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	\$69,600.00	\$0.00	\$69,600.00	\$5,348.80	\$34,767.20	\$34,832.80	50.0
1.12 Salary of Assistants	\$602,858.00	\$0.00	\$602,858.00	\$36,083.24	\$236,729.68	\$366,128.32	60.7
1.13 Wages of Janitor	\$40,000.00	\$0.00	\$40,000.00	\$2,232.32	\$14,048.51	\$25,951.49	64.9
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$699.97	\$5,300.03	88.3
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$52,000.00	\$0.00	\$52,000.00	\$3,334.91	\$21,807.67	\$30,192.33	58.1
1.17 Emp Cont IN Def Comp Matching Plan	\$5,100.00	\$0.00	\$5,100.00	\$402.84	\$2,618.46	\$2,481.54	48.7
1.18 Emp Cont PERF	\$48,000.00	\$0.00	\$48,000.00	\$3,466.52	\$24,115.79	\$23,884.21	49.8
1.19 Emp Cont Group Ins	\$105,000.00	\$0.00	\$105,000.00	\$8,202.54	\$46,996.95	\$58,003.05	55.2
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	100.0
Subtotal	\$928,858.00		\$928,858.00	\$59,071.17	\$381,784.23	\$547,073.77	58.9
<i>2. Supplies</i>							
2.1 Office Supplies	\$10,000.00	\$0.00	\$10,000.00	\$679.41	\$3,303.14	\$6,696.86	67.0
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$831.58	\$168.42	16.8
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$771.06	\$8,728.94	91.9
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$198.41	\$818.75	\$3,181.25	79.5
2.23 Fuel, Oil and Lubricants	\$250.00	\$0.00	\$250.00	\$47.00	\$86.30	\$163.70	65.5
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$92.78	\$197.69	\$52.31	20.9
2.25 Paint and painting supplies	\$200.00	\$0.00	\$200.00	\$194.93	\$194.93	\$5.07	2.5
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$108.00	\$142.00	56.8
2.31 Book Processing	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$2,069.45	\$4,930.55	70.4
2.32 Automation	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
Subtotal	\$34,450.00		\$34,450.00	\$1,212.53	\$8,380.90	\$26,069.10	75.7
 3. Other Services and Charge							
3.1 Professional Services	\$70,000.00	\$0.00	\$70,000.00	\$10,318.32	\$41,745.63	\$28,254.37	40.4
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.0
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	100.0
3.145 Databases	\$11,150.00	\$0.00	\$11,150.00	\$5,065.16	\$7,858.16	\$3,291.84	29.5
3.146 Ebook Services	\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$6,000.00	\$6,500.00	52.0
3.147 Evergreen Membership	\$5,600.00	\$0.00	\$5,600.00	\$0.00	\$5,570.24	\$29.76	0.5
3.21 Telephone & Telegraph	\$23,150.00	\$0.00	\$23,150.00	\$763.91	\$4,609.43	\$18,540.57	80.1
3.22 Postage & UPS	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$257.99	\$2,742.01	91.4
3.23 Traveling Expense	\$2,500.00	\$0.00	\$2,500.00	\$829.76	\$1,582.16	\$917.84	36.7
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$230.00	\$2,770.00	92.3
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$768.99	\$4,231.01	84.6
3.27 Elwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$365.31	\$838.95	\$2,161.05	72.0
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$65.74	\$834.71	\$3,165.29	79.1
3.29 Summitville Programing	\$3,000.00	\$0.00	\$3,000.00	\$63.29	\$1,041.21	\$1,958.79	65.3
3.3 Title Source	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$400.00	\$825.25	\$374.75	31.2
3.4 Insurance	\$25,000.00	\$0.00	\$25,000.00	\$83.00	\$6,898.00	\$18,102.00	72.4
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$400.00	\$0.00	0.0
3.51 Gas	\$9,000.00	\$0.00	\$9,000.00	\$312.79	\$7,159.55	\$1,840.45	20.4
3.52 Electricity	\$40,000.00	\$0.00	\$40,000.00	\$2,504.19	\$15,921.79	\$24,078.21	60.2

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
3.53 Water	\$4,000.00	\$0.00	\$4,000.00	\$25.10	\$1,225.96	\$2,774.04	69.4
3.54 Waste Disposal Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,988.02	\$4,011.98	66.9
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.0
3.62 Equipment/Maint.	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.0
3.72 Equipment/Rental	\$5,000.00	\$0.00	\$5,000.00	\$113.35	\$983.22	\$4,016.78	80.3
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$125.00	\$431.15	\$2,268.85	84.0
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$47.50	\$452.50	90.5
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
Subtotal	\$261,300.00		\$261,300.00	\$21,034.92	\$107,217.91	\$154,082.09	59.0
4.1 Land Buildings Improvements	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.0
4.2 Furniture & Equipment	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,166.58	\$2,833.42	56.7
4.21 Technology Equipment	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$4,292.09	\$15,707.91	78.5
4.31 Elwood Adult	\$20,000.00	\$0.00	\$20,000.00	\$1,672.74	\$8,156.49	\$11,843.51	59.2
4.32 Elwood Childrens	\$12,000.00	\$0.00	\$12,000.00	\$626.08	\$4,726.74	\$7,273.26	60.6
4.33 Elwood YA	\$5,500.00	\$0.00	\$5,500.00	\$258.19	\$1,505.75	\$3,994.25	72.6
4.34 Frankton	\$14,500.00	\$0.00	\$14,500.00	\$798.47	\$4,992.05	\$9,507.95	65.6
4.35 Summitville	\$12,500.00	\$0.00	\$12,500.00	\$738.93	\$4,218.65	\$8,281.35	66.3
4.4 Elwood Period. & News.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$356.99	\$4,643.01	92.9
4.41 Frankton Per. & Newsp.	\$2,000.00	\$0.00	\$2,000.00	\$541.99	\$541.99	\$1,458.01	72.9
4.42 Summitville Period. & Newsp.	\$1,500.00	\$0.00	\$1,500.00	\$0.00	(\$10.00)	\$1,510.00	100.7
4.51 Elwood AV	\$25,000.00	\$0.00	\$25,000.00	\$1,026.94	\$6,532.17	\$18,467.83	73.9
4.52 Frankton AV	\$9,000.00	\$0.00	\$9,000.00	\$317.68	\$2,910.81	\$6,089.19	67.7
4.53 Summitville AV	\$8,000.00	\$0.00	\$8,000.00	\$396.64	\$3,068.77	\$4,931.23	61.6
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$1,444.95	\$6,555.05	81.9

<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>
Subtotal	\$151,000.00		\$151,000.00	\$6,377.66	\$44,904.03	\$106,095.97	70.3
Grand Total	\$1,375,608.00	\$0.00	\$1,375,608.00	\$87,696.28	\$542,287.07	\$833,320.93	60.6

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Bank Balances

North Madison County Public Library System

Report as of: 06/30/22

<i>Bank</i>		
1	Star Financial Bank	\$1,202,111.14
2	Star Financial Bank (2)	\$63,454.52
3	Community Bank/Summitville	\$0.00
4	First Farmers Bank & Trust	\$203,828.35
5	PNC Bank	\$0.00
6	Main Source Bank	\$0.00
7	Petty Cash & Cash Drawer	\$260.00
8	National City Bank (2)	\$0.00
9	First Farmers Bank & Trust (2)	\$0.00
<i>Total all banks =</i>		<i>\$1,469,654.01</i>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Financial Report
North Madison County Public Library System

Report Dates = 06/01/22 to 06/30/22

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
1. General						
100 Operating Fund	\$974,473.44	\$87,696.28	\$542,287.07	\$607,388.18	\$732,410.94	\$1,164,597.31
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$974,473.44	\$87,696.28	\$542,287.07	\$607,388.18	\$732,410.94	\$1,164,597.31
2. Special Revenue						
200 Gift	\$52,477.48	\$0.00	\$8,469.00	\$5,855.00	\$14,905.00	\$58,913.48
201 Rainy Day Fund	\$154,222.62	\$0.00	\$0.00	\$0.00	\$0.00	\$154,222.62
203 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
226 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
227 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
228 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
276 St Technology Fund Grant Fund	\$0.00	\$1,377.92	\$8,267.52	\$0.00	\$14,425.85	\$6,158.33
277 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
278 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$208,013.68	\$1,377.92	\$16,736.52	\$5,855.00	\$29,330.85	\$220,608.01
3. Debt Service						
301 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4. Capital Projects						
0 LIRF	\$84,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$84,370.99
403 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$84,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$84,370.99
5. Clearing						
800 PLAC	\$0.00	\$0.00	\$65.00	\$0.00	\$65.00	\$0.00
801 Evergreen Indiana	\$68.35	\$0.00	\$172.00	\$0.00	\$181.35	\$77.70
803 Federal Tax Withheld	\$0.00	\$3,872.97	\$27,977.57	\$3,872.97	\$27,977.57	\$0.00
804 FICA	\$0.00	\$2,702.77	\$17,674.01	\$2,702.77	\$17,674.01	\$0.00
805 Medicare	\$0.00	\$632.14	\$4,133.66	\$632.14	\$4,133.66	\$0.00
806 State Tax Withheld	\$0.00	\$1,712.25	\$11,198.55	\$1,712.25	\$11,198.55	\$0.00
807 County Tax Withheld	\$0.00	\$711.29	\$4,660.79	\$711.29	\$4,660.79	\$0.00
808 PERF	\$0.00	\$928.54	\$6,624.85	\$928.54	\$6,624.85	\$0.00
809 Annuity	\$0.00	\$532.00	\$3,458.00	\$532.00	\$3,458.00	\$0.00
810 Insurance	\$0.00	\$821.74	\$5,166.08	\$821.74	\$5,166.08	\$0.00
811 Garnishment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
812 AFLAC	\$0.00	\$214.26	\$1,465.50	\$214.26	\$1,465.50	\$0.00
813 Liberty National	\$0.00	\$0.00	\$16.40	\$0.00	\$16.40	\$0.00
814 Empower	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
815 Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
825 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$68.35	\$12,127.96	\$82,612.41	\$12,127.96	\$82,621.76	\$77.70
Grand Total	\$1,266,926.46	\$101,202.16	\$641,636.00	\$625,371.14	\$844,363.55	\$1,469,654.01

Total all banks = \$1,469,654.01

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

* * * Communication Result Report (Jul. 5. 2022 1:36PM) * * *

1)
2)

Date/Time: Jul. 5. 2022 1:33PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5438 Memory TX	Summitville FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

July 11, 2022

North Madison County Public Library System
Board of TrusteesElwood Public LibraryRegular Meeting
4:30 P.M.

Call to Order
 Call for Quorum
 Consent Agenda
 Minutes
 Claims Register & Checks
 Personnel
 Old Business
 1. Trust Indiana
 2. Summitville's South Pavilion
 New Business
 1. 2023 Budget Review
 2. Video Games- DVD/Video Games Agreement for Minors
 3. Elwood Fire Equipment Quotes – 2 Back Flow Devices,
 Compressor and Rubber Seal
 4. HVAC Quotes
 a. Elwood
 b. Frankton
 c. Summitville
 5. Exterior Storage Building - Elwood
 Director's Report
 Public Comment
 Adjournment

* * * Communication Result Report (Jul. 5. 2022 1:35PM) * * *

1)
2)

Date/Time: Jul. 5. 2022 1:33PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5437 Memory TX	Frankton FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

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Board of TrusteesElwood Public LibraryRegular Meeting
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 Director's Report
 Public Comment
 Adjournment

* * * Communication Result Report (Jul. 5. 2022 1:35PM) * * *

2}

Date/Time: Jul. 5. 2022 1:33PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5436 Memory TX	call leader	P. 1	OK	

Reason for error
 mmm. 1) Hang up or line fail
 mmm. 3) No answer
 mmm. 5) Exceeded max. E-mail size
 E. 2) Busy
 E. 4) No facsimile connection
 E. 6) Destination does not support IP-Fax

Agenda

July 11, 2022
 North Madison County Public Library System
 Board of Trustees

Elwood Public Library

Regular Meeting
 4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Trust Indiana
 - 2. Summitville's South Pavilion
- New Business
 - 1. 2023 Budget Review
 - 2. Video Games- DVD/Video Games Agreement for Minors
 - 3. Elwood Fire Equipment Quotes – 2 Back Flow Devices, Compressor and Rubber Seal
 - 4. HVAC Quotes
 - a. Elwood
 - b. Frankton
 - c. Summitville
 - 5. Exterior Storage Building - Elwood
- Director's Report
- Public Comment
- Adjournment

Please Publish

* * * Communication Result Report (Jul. 5. 2022 1:34PM) * * *

1}

Date/Time: Jul. 5. 2022 1:33PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5435 Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error
 E. 1) Hang up or line fail
 E. 2) Busy
 E. 3) No answer
 E. 4) No facsimile connection
 E. 5) Exceeded max. E-mail size
 E. 6) Destination does not support IP-Fax

Agenda

July 11, 2022

North Madison County Public Library System
 Board of Trustees

Elwood Public Library

Regular Meeting
 4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Trust Indiana
 - 2. Summitville's South Pavilion
- New Business
 - 1. 2023 Budget Review
 - 2. Video Games- DVD/Video Games Agreement for Minors
 - 3. Elwood Fire Equipment Quotes – 2 Back Flow Devices, Compressor and Rubber Seal
 - 4. HVAC Quotes
 - a. Elwood
 - b. Frankton
 - c. Summitville
 - 5. Exterior Storage Building - Elwood
- Director's Report
- Public Comment
- Adjournment

Please Publish

Agenda

August 8, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Trust Indiana
2. Summitville's South Pavilion

New Business

1. Approve 2023 Budget for Publication
2. Elwood Chilled Water Expansion Tank Quote
3. Indiana State Library Consortium Resolution for Public Internet Access

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Elwood Public Library
Regular Meeting
August 8th, 2022
4:30 PM

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on August 8th, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Janet Stover, Mary Kiplinger, Kathy Small, Larry Watson and Kenny Giselbach. Also in attendance were Jamie Scott, Director and Sheri Wallace, Administrative Assistant.

CONSENT AGENDA

The minutes for July were tabled until the Trustees have time to review them. Kathy Small moved to approve the remaining items on the consent agenda. Larry Watson seconded and the motion carried. The members the claims register. Treasurer Mary Kiplinger signed checks.

OLD BUSINESS

TrustINDiana

TrustINDiana will be named as an approved depository in the annual Board of Finance meeting in January 2023. Account Registration Forms will be completed at that time.

Summitville's South Pavilion

Director Scott spoke with Dave Baney today. He is currently getting local contractors and pricing lined up. We should have the cost very soon. Mr. Hazelbaker is still willing to donate funding.

NEW BUSINESS

Approve 2023 Budget for Publication

2023 Budget Review

The following 2023 budget was requested for publication:

Rainy Day Fund Budget--\$50,000.00

Operating Fund Budget--\$1,375,608

The maximum estimate funds to be raised are \$1,032,852

The current tax levy is \$983,230

Estimated Property Tax Cap of \$163,210

Library Improvement Reserve Fund--\$54,000

Kathy Small made a motion to approve the 2023 budget for publication. Janet Stover all made a second and the motion carried.

Elwood Chilled Water Expansion Tank Quote

The tank bladder has failed in the chilled water expansion tank. Vasey has quoted a cost of \$4,264.00 to replace the chilled water expansion tank. Larry Watson moved to accept Vasey's quote to replace the chilled water expansion tank. Mary Kiplinger seconded and the motion carried.

Indiana State Library Consortium Resolution for Public Internet Access

Kathy Small made a motion to accept the Indiana State Library Consortium Resolution for Public Internet Access as read. Kenny Giselbach made a second and the motion carried.

Directors Report

Elwood Fire Equipment is currently waiting on the equipment to replace the dialer on the fire alarm. Vasey began replacing furnaces at Summitville and Frankton last Thursday. Elwood Fire Department inspected our building and found a top cover on a junction box was needed and one thing needed to be removed from a top shelf to meet 24 inches of clearance. The Summer Reading Pool Party at the Alexandria Pool was a success with 105 people in attendance. Director Scott and Tori Walser attended the Elwood Back to School Bash to promote the library. Sarah Fox and Director Scott also attended Back to School Night at Summitville. Mary Baker Boudisa held 4 sessions, over August 3rd & 4th, with all staff members about Fostering Community. We have removed all benches from the Elwood library as they were in disrepair. We are shopping for replacements.

Public Comment

There was no public comment.

Adjournment

President Glenn Eddleman adjourned the meeting by consent.

Kathy Small, Secretary
Kathy Small, Secretary

Larry Watson

Kenny Giselbach

Lisa Atchley

Mary E Kiplinger

Janet Stover

Glenn Eddleman

Register Of Claims

North Madison County Public Library System

Report Date: From 07/01/22 To 07/31/22

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	387	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,952.24	07/20/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,342.85		
			Medicare	Empl.Share FICA&Medicare	\$314.06		
			Operating Fund	Empl.Share FICA&Medicare	\$1,342.85		
			Operating Fund	Empl.Share FICA&Medicare	\$314.06		
				Total this claim =	\$5,266.06		
0	367	INDIANA DEPARTMENT OF W	Operating Fund	Employee Benefits	\$157.01	07/06/22	2nd Qtr SUTA
				Total this claim =	\$157.01		
0	368	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$534.00	07/11/22	Qtrly support accounting July through
			Operating Fund	Professional Services	\$120.00		September-Cloud Backup
				Total this claim =	\$654.00		
0	374	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$709.38	07/11/22	Service for Summitville
			Operating Fund	Electricity	\$16.74		
				Total this claim =	\$726.12		
0	349	CARDMEMBER SERVICE	Operating Fund	Repair Parts/Maintenance	\$182.37	07/06/22	As per attached invoices.
			Operating Fund	Bldg. Matl. And Supplies	\$272.54		
			Operating Fund	Repair Parts/Maintenance	\$16.50		
			Operating Fund	Professional Services	\$16.32		
			Operating Fund	Professional Services	\$75.00		
			Operating Fund	Elwood Children's Programing	\$90.00		
			Operating Fund	Elwood Children's Programing	\$100.00		
			Operating Fund	Elwood Adult Programing	\$50.00		
			Operating Fund	Furniture & Equipment	\$38.86		
			Operating Fund	Equipment/Rental	\$812.13		
			Operating Fund	Elwood Children's Programing	\$88.36		
			Operating Fund	Elwood Children's Programing	\$14.38		
			Operating Fund	Elwood Adult Programing	\$14.37		
				Total this claim =	\$1,770.83		

<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	365	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	07/06/22	IN Def Comp Emp Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		
0	407	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,469.58	07/20/22	Service for Elwood
				Total this claim =	<u>\$2,469.58</u>		
0	364	NATIONWIDE	Annuity	Payroll Deductions	\$266.00	07/06/22	Payroll Ending 7/2/22
				Total this claim =	<u>\$266.00</u>		
0	361	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,953.53	07/06/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,345.25		
			Medicare	Empl.Share FICA&Medicare	\$314.62		
			Operating Fund	Empl.Share FICA&Medicare	\$1,345.25		
			Operating Fund	Empl.Share FICA&Medicare	\$314.62		
				Total this claim =	<u>\$5,273.27</u>		
0	366	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	07/06/22	PAYROLL
			Operating Fund	Salary of Assistants	\$18,230.82		
			Operating Fund	Wages of Janitor	\$828.12		
				Total this claim =	<u>\$21,733.34</u>		
0	386	INDIANA PUBLIC RETIREMENT	PERF	Empl.Share FICA&Medicare	\$464.13	07/20/22	PERF Deposit
			Operating Fund	Emp Cont PERF	\$1,732.72		
				Total this claim =	<u>\$2,196.85</u>		
0	388	SYNCB/AMAZON	Operating Fund	Elwood AV	\$701.10	07/20/22	As per attached invoices.
			Operating Fund	Frankton AV	\$441.78		
			Operating Fund	Summitville AV	\$441.78		
			Operating Fund	Elwood Children's Programing	\$124.21		
			Operating Fund	Elwood Adult Programing	\$33.55		
			Operating Fund	Office Supplies	\$59.11		
			Operating Fund	Cleaning & Sanitation Supplies	\$42.36		
			Operating Fund	Technology Equipment	\$216.99		
			Operating Fund	Elwood Adult	\$53.78		
			Operating Fund	Frankton Programing	\$124.63		
				Total this claim =	<u>\$2,239.29</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	360	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Empl.Share FICA&Medicare Emp Cont PERF	\$464.13 \$1,732.72	07/06/22	PERF Deposit
				Total this claim =	<u>\$2,196.85</u>		
0	400	NATIONWIDE	Annuity	Payroll Deductions	\$266.00	07/20/22	Payroll Ending 07/16/22
				Total this claim =	<u>\$266.00</u>		
0	406	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.71	07/20/22	ACH Fees
				Total this claim =	<u>\$10.71</u>		
0	405	INDIANA DEPARTMENT OF RE	State Tax Withheld County Tax Withheld	Payroll Deductions Payroll Deductions	\$1,707.52 \$708.73	07/20/22	July Withholdings
				Total this claim =	<u>\$2,416.25</u>		
0	404	AFLAC	AFLAC	Payroll Deductions	\$214.26	07/20/22	Withholdings for July 2022
				Total this claim =	<u>\$214.26</u>		
0	403	UNITED HEALTHCARE	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$8,202.54 \$821.74	07/20/22	Emp Health Insurance 8/1-8/31
				Total this claim =	<u>\$9,024.28</u>		
0	402	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,674.40 \$18,260.29 \$760.00	07/20/22	PAYROLL
				Total this claim =	<u>\$21,694.69</u>		
0	401	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	07/20/22	IN Def Comp Emp Matching Plan- Robertson
				Total this claim =	<u>\$201.42</u>		
0	350	CENTERPOINT ENERGY	Operating Fund Operating Fund	Gas Gas	\$18.25 \$29.53	07/06/22	Service for Elwood, Frankton
				Total this claim =	<u>\$47.78</u>		
33476	363	AT&T	Operating Fund	Telephone & Telegraph	\$195.85	07/06/22	Service for Elwood
				Total this claim =	<u>\$195.85</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>
33477	351	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$152.26	07/06/22	Service for Elwood
			Operating Fund	Waste Disposal Services	\$205.24		
				Total this claim =	<u>\$357.50</u>		
33478	352	ELWOOD CALL LEADER	Operating Fund	Elwood Period. & News.	\$86.00	07/06/22	1 Year Call Leader
				Total this claim =	<u>\$86.00</u>		
33479	362	FRONTIER	Operating Fund	Telephone & Telegraph	\$216.02	07/06/22	Service for Frankton
				Total this claim =	<u>\$216.02</u>		
33480	353	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$49.73	07/06/22	Craft supplies-Elwood
				Total this claim =	<u>\$49.73</u>		
33481	354	SARAH FOX	Operating Fund	Postage & UPS	\$11.60	07/06/22	Petty Cash
			Operating Fund	Summitville Programing	\$2.50		
				Total this claim =	<u>\$14.10</u>		
33482	356	STACEY JONES	Operating Fund	Frankton Programing	\$67.89	07/06/22	Programing snacks
				Total this claim =	<u>\$67.89</u>		
33483	355	STACEY JONES	Operating Fund	Cleaning & Sanitation Supplies	\$10.72	07/06/22	Petty Cash
			Operating Fund	Frankton Programing	\$26.53		
				Total this claim =	<u>\$37.25</u>		
33484	357	STAPLES	Operating Fund	Office Supplies	\$29.98	07/06/22	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$83.96		
				Total this claim =	<u>\$113.94</u>		
33485	358	TOWN OF FRANKTON	Operating Fund	Electricity	\$405.12	07/06/22	Service for Frankton
			Operating Fund	Water	\$31.71		
			Operating Fund	Waste Disposal Services	\$27.12		
				Total this claim =	<u>\$463.95</u>		
33486	359	TRIPLE GREEN LAWN CARE	Operating Fund	Professional Services	\$40.00	07/06/22	Summitville mowing
				Total this claim =	<u>\$40.00</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>
33487	369	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$836.12	07/11/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$698.74		
			Operating Fund	Elwood YA	\$276.12		
			Operating Fund	Frankton	\$674.02		
			Operating Fund	Summitville	\$1,109.29		
				Total this claim =	<u>\$3,594.29</u>		
33488	371	DOLLAR GENERAL-REGIONS 4	Gift	Summitville Programing	\$7.50	07/11/22	As per attached invoices.
			Operating Fund	Summitville Programing	\$12.00		
			Operating Fund	Summitville Programing	\$13.50		
			Gift	Summitville Programing	\$25.50		
				Total this claim =	<u>\$58.50</u>		
33489	370	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$140.00	07/11/22	Welcome to Frankton
				Total this claim =	<u>\$140.00</u>		
33490	372	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,377.92	07/11/22	Internet & VoIP
			Operating Fund	Telephone & Telegraph	\$272.46		
				Total this claim =	<u>\$1,650.38</u>		
33491	373	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$815.00	07/11/22	Lawn care May through June \$220 per month. Downspout installation \$200, Shrub trimming \$175.00
				Total this claim =	<u>\$815.00</u>		
33492	375	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$77.70	07/11/22	2nd Quarter Evergreen Fees
				Total this claim =	<u>\$77.70</u>		
33493	384	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$25.63	07/11/22	Service for Summitville
				Total this claim =	<u>\$25.63</u>		
33495	376	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$40.25	07/11/22	Stickers for Summitville, Book Repair glue
				Total this claim =	<u>\$40.25</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>
33496	377	MIDWEST TAPE	Operating Fund	Frankton AV	\$114.97	07/11/22	As per attached invoices.
			Operating Fund	Elwood AV	\$411.38		
			Operating Fund	Summitville AV	\$44.99		
				Total this claim =	<u>\$571.34</u>		
33497	385	PERFECTION GROUP, INC	Rainy Day Fund	Professional Services	\$36,000.00	07/11/22	Replace Chiller
			Rainy Day Fund	Furniture & Equipment	\$35,180.00		
				Total this claim =	<u>\$71,180.00</u>		
33498	378	RICOH USA, INC	Operating Fund	Office Supplies	\$259.75	07/11/22	Copies for Elwood
				Total this claim =	<u>\$259.75</u>		
33499	379	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$57.90	07/11/22	Level III Employment for Larimore, Rush
				Total this claim =	<u>\$57.90</u>		
33500	382	SARAH FOX	Operating Fund	Summitville Programing	\$14.91	07/11/22	Craft Supplies-Hobby Lobby
				Total this claim =	<u>\$14.91</u>		
33501	380	TOPS HOME CENTER	Operating Fund	Paint and painting supplies	\$10.45	07/11/22	As per attached invoices.
			Operating Fund	Bldg. Matl. And Supplies	\$13.49		
			Operating Fund	Bldg. Matl. And Supplies	\$12.99		
			Operating Fund	Operating Supplies	\$26.99		
			Operating Fund	Furniture & Equipment	\$18.99		
				Total this claim =	<u>\$82.91</u>		
33502	381	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$288.00	07/11/22	Quarterly Maintenance Frankton and Summitville, Repiars at Frankton & Refrigerant
			Operating Fund	Professional Services	\$315.00		
			Operating Fund	Professional Services	\$666.94		
				Total this claim =	<u>\$1,269.94</u>		
33503	383	KAREN LARIMORE	Operating Fund	Traveling Expense	\$263.25	07/11/22	Mileage 450 miles @ \$.585 = \$263.25
				Total this claim =	<u>\$263.25</u>		
33504	389	AT&T	Operating Fund	Telephone & Telegraph	\$84.40	07/20/22	Service for Summitville
				Total this claim =	<u>\$84.40</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>
33505	390	DISCOUNT PAPER PRODUCTS	Operating Fund	Office Supplies	\$74.50	07/20/22	1 box receipt tape
				Total this claim =	\$74.50		
33506	391	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$537.50	07/20/22	Sprinkler Inspection, Backflow Test
				Total this claim =	\$537.50		
33507	392	HENSLEY'S TREE SERVICE	Operating Fund	Professional Services	\$250.00	07/20/22	Tree removal Elwood, Bush removal
			Operating Fund	Professional Services	\$250.00		Summitville
				Total this claim =	\$500.00		
33508	393	KATIE SCHIFFNER	Operating Fund	Traveling Expense	\$9.36	07/20/22	Travel to Frankton 16 miles @ \$.585
				Total this claim =	\$9.36		
33509	399	ORIENTAL TRADING COMPAN	Operating Fund	Professional Services	\$91.94	07/20/22	Program supplies-Summitville
				Total this claim =	\$91.94		
33510	394	REDBEARD CUSTOM PICTURE	Operating Fund	Professional Services	\$108.06	07/20/22	Custom framing
				Total this claim =	\$108.06		
33511	395	STACEY JONES	Operating Fund	Frankton Programing	\$29.93	07/20/22	Petty Cash Reimbursement
				Total this claim =	\$29.93		
33512	398	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$53.74	07/20/22	Service for Summitville
			Operating Fund	Waste Disposal Services	\$14.79		
			Operating Fund	Waste Disposal Services	\$5.00		
				Total this claim =	\$73.53		
33513	397	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$1,329.00	07/20/22	Contract for Elwood
				Total this claim =	\$1,329.00		
33514	396	VICTORIA WALSER	Operating Fund	Elwood Children's Programing	\$30.00	07/20/22	Petty Cash
				Total this claim =	\$30.00		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$163,638.21

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 8, 2022

Mary E. Pflieger
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 8 day of August, 2022.

<u>Kathy Inghel</u>	<u>Larry Watson</u>	_____
<u>Janet Stover</u>	<u>Kenney Mitchell</u>	_____
<u>Benny Eddleman</u>		_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

NOTICE TO TAXPAYERS

The Notice to Taxpayers is available online at www.budgetnotices.in.gov or by calling (888) 739-9826.

Complete details of budget estimates by fund and/or department may be seen by visiting the office of this unit of government at **1600 Main Street Elwood IN 46036**.

Notice is hereby given to taxpayers of **NORTH MADISON COUNTY LIBRARY SYSTEM, Madison County, Indiana** that the proper officers of **NORTH MADISON COUNTY LIBRARY SYSTEM** will conduct a public hearing on the year **2023** budget. Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objection petition with the proper officers of **NORTH MADISON COUNTY LIBRARY SYSTEM** not more than seven days after the hearing. The objection petition must identify the provisions of the budget, tax rate, or tax levy to which taxpayers object. If a petition is filed, **NORTH MADISON COUNTY LIBRARY SYSTEM** shall adopt with the budget a finding concerning the objections in the petition and testimony presented. Following the aforementioned hearing, the proper officers of **NORTH MADISON COUNTY LIBRARY SYSTEM** will meet to adopt the following budget:

Public Hearing Date	Monday, September 12, 2022
Public Hearing Time	4:30 PM
Public Hearing Location	1600 Main Street Elwood IN 46036
Estimated Civil Max Levy	\$1,032,852
Property Tax Cap Credit Estimate	\$163,210

Adoption Meeting Date	Monday, October 10, 2022
Adoption Meeting Time	4:30 PM
Adoption Meeting Location	1600 Main Street Elwood IN 46036

1 Fund Name	2 Budget Estimate	3 Maximum Estimated Funds to be Raised (including appeals and levies exempt from maximum levy limitations)	4 Excessive Levy Appeals	5 Current Tax Levy	6 Levy Percentage Difference (Column 3 / Column 5)
0061-RAINY DAY	\$50,000	\$0	\$0	\$0	
0101-GENERAL	\$1,375,608	\$1,032,852	\$0	\$983,230	5.05%
2011-LIBRARY IMPROVEMENT RESERVE	\$54,000	\$0	\$0	\$0	
Totals	\$1,479,608	\$1,032,852	\$0	\$983,230	



Vasey Commercial Facility Solutions
10830 Andrade Drive
Zionsville, Indiana 46077
(P) 317-873-2512 (F) 317-873-3973
Contractor License: H0010372

Quote

To: ELWOOD PUBLIC LIBRARY
NORTH MADISON COUNTY PUBLIC LIBRARY
SYSTEM
1600 MAIN ST.
ELWOOD, IN 46036

Quote Ref# LINC18261
Date: 8/1/2022

RE: Water Expansion Tank

Attn: JAMIE SCOTT, EXT. 1113

Vasey Commercial Facility Solutions proposes to furnish the materials and/or perform the work below for: **\$4,264.00**

For the above price this Quote includes:

Replace the chilled water expansion tank as the tank bladder has failed. Technician to check out operations after repair. Any further issues found during the repair will result in an additional quote.

Quote valid for 15 days from issue date.

To approve this work, please sign and email to bmarshall@vasey.com or call our office at (317) 873-2512.

Thank You for Your Business,

Brian Marshall

Vasey Commercial Facility Solutions, a Linc Service Provider

This Quote is hereby accepted and Vasey Commercial Facility Solutions is authorized to complete the above outlined work.

Signature: *Jamie Scott* Date: *8/10/22*
Name/Title: *Jamie Scott / Director* PO: *N/A*

TERMS AND CONDITIONS

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during Contractor's normal working hours.
2. Contractor warrants that the workmanship hereunder shall be free from defects for ninety (90) days from date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates then in effect.
3. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become sixty (60) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
4. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.
5. In the event Contractor must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
6. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
7. Contractor shall not be liable for any delay, loss, damage, or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
8. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by any active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
9. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA's Hazard Communication Standard Regulations.
10. Contractor's obligation under this proposal; and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes, or materials are encountered, Contractor's sole obligation will be to notify the Owner of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes, or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
11. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.

**COMMITMENT TO JOIN INDIANA STATE LIBRARY CONSORTIUM FOR
PUBLIC LIBRARY INTERNET ACCESS for
FUNDING YEAR JULY 1, 2023 THROUGH JUNE 30, 2024**

WHEREAS, the board of the North Madison County Public Library has determined that it is beneficial to its operations to join the Indiana State Library Consortium for Public Library Internet Access; and

WHEREAS, the board recognizes that being part of the Indiana State Library Consortium for Public Library Internet Access requires following certain rules, including:

1. Filtering all computers in order to receive the e-Rate discount on vendor invoices (If the library chooses not to filter, they can be in the consortium and not receive e-rate discount, but may be eligible for reimbursement from Broadband Connectivity Grant Fund.);
2. ensuring that the total cost of non e-rate services is included in at least one fund budget;
3. assuming financial responsibility for non-eRate portion that may not be covered by the Broadband Connectivity Grant Fund;
4. working with AdTec in the filing of all forms, except Form 470, with the Universal Service Administrative Company Schools & Libraries Division; and

WHEREAS, the board acknowledges that by joining the Indiana State Library Consortium for Public Library Internet Access it receives certain benefits and that by opting out of the consortium, or by failing to abide by the Consortium rules, the library will lose the benefits.

NOW THEREFORE BE IT RESOLVED that the library shall be a member of the Indiana State Library Consortium for Public Library Internet Access and, as a member, the library shall abide by the rules of the Indiana State Library Consortium for Public Library Internet Access.

DULY ADOPTED by the Board of Trustees of the North Madison County Public Library at its regular meeting held on the 8 day of August, 2022, at which meeting a quorum was present.

NAY

AYE

Kathy Small
Mary E. Buppinger
Janet Stover
Dennis Eddleman
Lawrence A. Winton
Henry Miller

ATTEST:

Kathy Small, Secretary
Secretary

**Letter of Agency For Funding Year 2023-2024
For Internet Services
Indiana State Library Consortium for
Public Library Internet Access**

Public Library Name _____

Phone Number: _____ **Fax Number:** _____

Contact Name: _____

E-mail Address: _____

This is to confirm our participation in the **Indiana State Library Consortium for Public Library Internet Access** for the procurement of **Internet and Internet-related services**. I hereby authorize **Indiana State Library Consortium for Public Library Internet Access** to pay AdTec to file FCC Form 471 and other required E-rate forms, and to provide responses to requests for information to the Schools and Libraries Division of the Universal Service Administrative Company on behalf of the above listed public library.

I understand that, in submitting these forms on our behalf, the Indiana State Library and/or AdTec is making certifications for the above named public library (hereafter, "**the Library**"). By signing this Letter of Agency, I make the following certifications:

- (a) I certify that **the Library** is an eligible recipient under 47 C.F.R. §54-501. **The library** does not operate as a for-profit business, **the Library's** budget is completely separate from any school, and **the Library** is eligible for assistance from a State Library Administrative Agency under the Library Services and Technology Act of 1996.
- (b) I certify that **the Library** has secured access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity, necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that to the extent that the Billed Entity is passing through the non-discounted charges for the services requested under this Letter of Agency, the entities I represent have secured access to all of the resources to pay the non-discounted charges for eligible services from funds to which access has been secured in the current funding year.
- (c) I certify that the services **the Library** purchases at discounts provided by 47 U.S.C. §254 will be used solely for library purposes, see 47 C.F.R. §54.500 and will not be sold, resold, or transferred in consideration for money or any other thing of value, except as permitted by the rules of the Federal Communications Commission (Commission or FCC) at 47 C.F.R. §54.513. Additionally, I certify that the Library listed on this application has not received anything of value or a promise of anything of value, other than services sought by means of this form, from the service provider, or any representative or agent thereof or any consultant in connection with this request for services.
- (d) I certify that **the Library** has complied with all program rules, including recordkeeping requirements, and I acknowledge that failure to do so may result in denial of discount funding and/or cancellation of funding commitments. I acknowledge that failure to comply with program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.
- (e) I acknowledge that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the service, receive an appropriate share of benefits from those services.
- (f) I certify that I will retain required documents for a period of at least ten years (or whatever retention period is required by the rules in effect at the time of this certification), after the last day of service delivered. I certify that I will retain all documents necessary to demonstrate compliance with the statute and Commission rules regarding the application for, receipt of, and delivery of services receiving schools and libraries discounts, and that if audited, I will make such records available to the Administrator. I acknowledge that I may be audited pursuant to participation in the schools and libraries program.

- (g) I certify that I am authorized to order Internet access and other supported services for the eligible entity(ies) covered by this Letter of Agency. I certify that I am authorized to make this request on behalf of the eligible entity(ies) covered by this Letter of Agency, that I have examined this Letter, that all of the information on this Letter is true and correct to the best of my knowledge, that the entities that will be receiving discounted services under this Letter pursuant to this application have complied with the terms, conditions and purposes of the program, that no kickbacks were paid to anyone and that false statements on this form can be punished by fine or forfeiture under the Communications Act, 47 U.S.C. §502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. §1001 and civil violations of the False Claims Act.
- (h) I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the schools and libraries support mechanism are subject to suspension and debarment from the program. I will institute reasonable measures to be informed, and will notify USAC should I be informed or become aware that I or any of the entities, or any person associated in any way with my entity and/or the entities, is convicted of a criminal violation or held civilly liable for acts arising from their participation in the schools and libraries support mechanism.
- (i) I certify, on behalf of the entities covered by this Letter of Agency, that any funding requests for internal connections services, except basic maintenance services, applied for in the resulting FCC Form 471 application are not in violation of the Commission's rules at 47 C.F.R. §54.502(a) and (b).
- (j) I certify that, to the best of my knowledge, the non-discount portion of the costs for eligible services will not be paid by the service provider. I acknowledge that the provision, by the provider of a supported service, of free services or products unrelated to the supported service or product constitutes a rebate of some or all of the cost of the supported services.
- (k) I certify that I am authorized to sign this Letter of Agency and, to the best of my knowledge, information, and belief, all information provided to **the Indiana State Library Consortium for Public Library Internet Access** for E-rate submission is true.

Signature: _____ Title: _____

Name (printed): _____ Date: _____

Signing this form authorizes the Indiana State Library as the Consortium leader to pay AdTec to file for discounts on your behalf related to your Internet services from the federal E-Rate program.

RETURN by USPS TO:

Hayley Trefun, Public Library Services Consultant
 Indiana State Library
 Library Development Office
 315 W. Ohio Street
 Indianapolis, IN 46202

OR via EMAIL TO: htrefun@library.in.gov

**DO NOT SEND THIS FORM TO THE UNIVERSAL SERVICE ADMINISTRATIVE COMPANY
 OR TO THE FEDERAL COMMUNICATIONS COMMISSION**

**Schools and Libraries Universal Service
 Certification by Administrative Authority to Billed Entity of
 Compliance with the Children's Internet Protection Act**

Please read instructions before completing.
 (To be completed by the Administrative Authority and provided to your Billed Entity)

Administrative Authority's Form Identifier: _____
 Create your own code to identify THIS FCC Form 479.

Block 1: Administrative Authority Information

1. Name of Administrative Authority		2. Funding Year
3. Mailing Address and Contact Information for Administrative Authority		
Street Address, P. O. Box or Route Number		
City	State	Zip Code
Name of Contact Person		
Telephone Number	Fax Number	Email Address

Persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. Secs. 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 1001.

Block 2: Certifications and Signature

- I am the Administrative Authority for one or more schools or libraries for which Universal Service Support Mechanism discounts have been requested or approved for eligible services. The Administrative Authority must make the required certification(s) for the purposes of the Children's Internet Protection Act (CIPA) in order to receive discounted services.
- I recognize that I may be audited pursuant to this form and will retain for at least ten years (or whatever retention period is required by the rules in effect at the time of this certification) after the later of the last day of the applicable funding year or the service delivery deadline for the funding request any and all records that I rely upon to complete this form.

Name of Administrative Authority _____
 Administrative Authority's Form Identifier _____
 Contact Person _____
 Telephone Number _____

Block 2: Certifications and Signature (Continued)

6. I certify that as of the date of the start of discounted services:

- a the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments has (have) complied with the requirements of the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l).
- b pursuant to the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments:
 (FOR SCHOOLS and FOR LIBRARIES IN THE FIRST FUNDING YEAR FOR PURPOSES OF CIPA) is (are) undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA for the next funding year, but has (have) not completed all requirements of CIPA for this funding year.

 (FOR FUNDING YEAR 2003 ONLY: FOR LIBRARIES IN THE SECOND OR THIRD FUNDING YEAR FOR PURPOSES OF CIPA) is (are) in compliance with the requirements of CIPA under 47 U.S.C. § 254(l) and undertaking such actions, including any necessary procurement procedures, to comply with the requirements of CIPA under 47 U.S.C. § 254(h) for the next funding year.
- c the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), does not apply because the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments is (are) receiving discount services only for telecommunications services.

CIPA Waiver. Check the box below if you are requesting a waiver of CIPA requirements for the Second Funding Year after the recipients of service under your administrative authority have applied for discounts:

- d I am providing notification that, as of the date of the start of discounted services, I am unable to make the certifications required by the Children's Internet Protection Act, as codified at 47 U.S.C. § 254(h) and (l), because my state or local procurement rules or regulations or competitive bidding requirements prevent the making of the certification(s) otherwise required. I certify that the recipient(s) of service under my administrative authority and represented in the Funding Request Number(s) for which you have requested or received Funding Commitments will be brought into compliance with the CIPA requirements before the start of the Third Funding Year in which they apply for discounts.

(CIPA WAIVER FOR LIBRARIES FOR FUNDING YEAR 2004. Check the box above if you are requesting this waiver of CIPA requirements for Funding Year 2004 for the library(ies) under your administrative authority that has (have) applied for discounts for Funding Year 2004. By checking this box, you are certifying that the library(ies) represented in the Funding Request Number(s) on this FCC Form 479 will be brought into compliance with the CIPA requirements before the start of the Funding Year 2005.)

The certification language above is not intended to fully set forth or explain all the requirements of the statute.

7. Signature of authorized person	8. Date
9. Printed name of authorized person	
10. Title or position of authorized person	
11. Telephone number of authorized person	

FCC NOTICE FOR INDIVIDUALS REQUIRED BY THE PRIVACY ACT AND THE PAPERWORK REDUCTION ACT

Part 54 of the Commission's Rules authorizes the FCC to collect the information on this form. Failure to provide all requested information will delay the processing of the application or result in the application being returned without action. Information requested by this form will be available for public inspection. Your response is required to obtain the requested authorization.

The public reporting for this collection of information is estimated to be 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the required data, and completing and reviewing the collection of information. If you have any comments on this burden estimate, or how we can improve the collection and reduce the burden it causes you, please write to the Federal Communications Commission, AMD-PER, Paperwork Reduction Act Project (3060-0853), Washington, DC 20554. We will also accept your comments regarding the Paperwork Reduction Act aspects of this collection via the Internet if you send them to PRA@fcc.gov. PLEASE DO NOT SEND YOUR RESPONSE TO THIS FORM TO THIS ADDRESS.

Remember - You are not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it displays a currently valid OMB control number or if we fail to provide you with this notice. This collection has been assigned an OMB control number of 3060-0853.

THE FOREGOING NOTICE IS REQUIRED BY THE PRIVACY ACT OF 1974, PUBLIC LAW 93-579, DECEMBER 31, 1974, 5 U.S.C. 552a(e)(3) AND THE PAPERWORK REDUCTION ACT OF 1995, PUBLIC LAW 104-13, OCTOBER 1, 1995, 44 U.S.C. SECTION 3507.

A paper copy of this form, with a signature in Block 2, Item 7, must be mailed or delivered to your Billed Entity.

Agenda

August 8, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Trust Indiana
 - 2. Summitville's South Pavilion
- New Business
 - 1. Approve 2023 Budget for Publication
 - 2. Elwood Chilled Water Expansion Tank Quote
 - 3. Indiana State Library Consortium Resolution for Public Internet Access
- Director's Report
- Public Comment
- Adjournment

Reason for error
 E. 1) Hang up or line fall
 E. 3) No answer
 E. 5) Exceeded max. E-mail size
 E. 2) Busy
 E. 4) No facsimile connection
 E. 6) Destination does not support IP-Fax

Date/Time: Aug. 4, 2022 10:49AM

* * * Communication Result Report (Aug. 4, 2022 10:51AM) * * *

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2}

File	No. Mode	Destination	Pg(s)	Result	Page Not Sent
5639 Memory TX		Summitville FAX	P. 1	OK	

Agenda

August 8, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

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 E.6) Destination does not support IP-Fax

Date/Time: Aug. 4, 2022 10:48AM

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2}

File	No. Mode	Destination	Pg (s)	Result	Page Not Sent
5638 Memory TX		Frankton FAX	P. 1	OK	

* * * Communication Result Report (Aug. 4. 2022 10:50AM) * * *

1)
2)

Date/Time: Aug. 4. 2022 10:48AM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
5637	Memory TX	call leader	P. 1	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

August 8, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
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- Public Comment
- Adjournment

Please Publish

* * * Communication Result Report (Aug. 4. 2022 10:48AM) * * *

1)
2)

Date/Time: Aug. 4. 2022 10:48AM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
5636	Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 2) Busy
- E. 3) No answer
- E. 4) No facsimile connection
- E. 5) Exceeded max. E-mail size
- E. 6) Destination does not support IP-Fax

Agenda

August 8, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
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Please Publish

Agenda

September 12, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

2023 Budget Hearing

4:30 P.M.

Agenda

Call to Order

Call for Quorum

Presentation of Budget Estimates and Tax Levies for the 2023 Budget

Public Comment

Adjourn

Regular Meeting

Immediately Following Public Hearing

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Summitville's South Pavilion

New Business

1. Elwood – Vasey Quote for Replacement of Control System
2. Copyright for Elwood: A Pictorial History by Betty Caldwell
3. Fundraising Policy

Director's Report

Public Comment

Adjournment

North Madison County Public Library System
Board of Trustees
Public Budget Hearing
September 12, 2022
4:30 pm
Director's Agenda

Call to Order

Call for Quorum

Presentation of Budget Estimates and Tax Levies for the 2023 Budget

Director states:

The following budget estimates and tax levies were publicized on the Indiana Gateway for Budget Notices for Local Government website, www.budgetnotices.in.gov, for the purpose of notifying taxpayers of North Madison County Public Library System, that officers of said library would conduct a public hearing at the library in Elwood on the 2023 budget at 4:30 p.m. today.

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. The final date to file would be September 19, 2022. The objection petition must identify the provisions of the budget, tax rate, or tax levy that taxpayers object. 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 of Trustees will hold a special meeting at the Elwood Public Library on October 10, 2022 at 4:30 p.m. to adopt the following budget.

The 2022 pay 2023 Certified Net Assessed Valuation estimate is \$628, 852,684
Net Assessed Valuation is the value of all taxable real and personal property in an area after deductions and exemptions which would be the five northern Madison County townships we serve. Last year's reported NAV was 739, 826, 687.

The Library Operating Fund Budget estimate is \$1,375,608. The maximum estimate funds to be raised are \$1,032,852 with a property tax cap credit estimate of \$163,210 and current tax levy of \$983,230.

The Rainy Day Fund estimate is \$50,000.

There is no maximum estimated amount to be raised or any current tax levy.

The Library Improvement Reserve Fund estimate is \$54,000

There is no maximum estimated amount to be raised or any current tax levy.

The total maximum estimated funds to be raised are \$1,032,852 minus the property tax cap credit.

Mr. Eddleman, it is now time to hear any public comment.

Public Comment

Adjourn

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
Public Budget Hearing
September 12, 2022
4:30 pm
Elwood Public Library

CALL TO ORDER

President Glenn Eddleman called the 2023 budget hearing of the North Madison County Public Library System Board of Trustees to order at 4:30 pm on September 12, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Janet Stover, Lisa Hobbs, Mary Kiplinger, Kenny Giselbach, Larry Watson, and Kathy Small. Also in attendance were David Baney, Cynthia Hunter, Director Jamie Scott and Administrative Assistant Sheri Wallace.

PRESENTATION OF BUDGET ESTIMATES AND TAX LEVIES FOR THE
2023 BUDGET

The following budget estimates and tax levies were publicized on the Indiana Gateway for Budget Notices for Local Government website, www.budgetnotices.in.gov, for the purpose of notifying taxpayers of North Madison County Public Library System, that officers of said library would conduct a public hearing at the library in Elwood on the 2023 budget at 4:30 p.m. on September 12, 2022.

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There is no maximum estimated amount to be raised or any current tax levy.

The Library Improvement Reserve Fund estimate is \$54,000.

There is no maximum estimated amount to be raised or any current tax levy.

The total maximum estimated funds to be raised are \$1,032,852.00 minus the property tax cap credit.

Public comment was sought, none was forthcoming.

President Eddleman closed the meeting by consent.

Kathy Small, Secretary
Secretary, Kathy Small

<u>Mary E Keplinger</u>	<u>Kenny Hill</u>
<u>Glen Eddleman</u>	<u>Steve Adkins</u>
<u>Larry Watson</u>	

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Elwood Public Library
Regular Meeting
September 12, 2022
Immediately following Budget Hearing

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on September 12, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Lisa Hobbs, Janet Stover, Mary Kiplinger, Kathy Small, Larry Watson and Kenny Giselbach. Also in attendance were David Baney, Cynthia Hunter, Jamie Scott, Director and Sheri Wallace, Administrative Assistant.

CONSENT AGENDA

Lisa Hobbs moved to accept the consent agenda. Kathy Small made a second and the motion carried. The members signed the July and August minutes and the claims register. Treasurer Mary Kiplinger signed checks.

OLD BUSINESS

Summitville's South Pavilion

The pavilion at Summitville is a Class 1 structure because it is a public structure. It is required by law to have an architect on the project. Plans have to be approved by the State of Indiana. David Baney has met Cynthia Hunter, an architect with Preservation Works who presented a design proposal for the South Pavilion for \$11,400.00. This proposal includes design, re-platting, surveying, and construction drawings. Larry Watson moved to accept Preservation Works proposal. Lisa Hobbs made a second and the motion carried.

NEW BUSINESS

Elwood-Vasey Quote for Replacement of Control System

Vasey has presented a quote to replace the Control System for the existing Air Handling Unit and the Heating/Cooling Plan. Material cost is \$24,500.00 and Labor cost is \$24,000.00 for a total of \$48,500.00. Larry Watson moved to accept Vasey's quote for a new Control System. Kathy Small seconded and the motion carried.

Copyright for Elwood: A Pictorial History by Betty Caldwell

G Bradley Publishing Inc. has offered the copyright for Elwood: A Pictorial History by Betty Caldwell. The purchase price is \$2,500.00. Kathy Small moved the library purchase the copyright. Janet Stover made a second and the motion carried.

Fundraising Policy

The Resolution to Fundraise for the North Madison County Public Library System Through the Sale of Prints Owned by the North Madison County Public Library System was read by Kathy Small, Secretary. Kathy Small moved to adopt the resolution as read. Lisa Hobbs seconded and the motion carried.

Janet Stover made a motion to sell 3x5 postcard prints for \$1.50 and 5x7 postcard prints for \$3.00. Lisa Hobbs made a second and the motion carried.

Directors Report

Lou Gerig, 1964 graduate of Wendell Willkie High School, donated framed photos and memorabilia of Wendell Willkie to the library. Mr. Gerig has also connected us with local author Lisa Hendrickson who will be coming to the library October 24th to promote her book. He also knows the winner of the local Master Chef who would be willing to participate in the Kids in the Kitchen program. Elwood Call Leader has moved their office to the corner of 16th Street and North A. They have given us their microfilm and microfilm cabinet. The cabinet is being painted.

Public Comment

There was no public comment.

Adjournment

President Glenn Eddleman adjourned the meeting by consent.

Kathy Small, Secretary
Kathy Small, Secretary

Mary E Kepling
Glenn Eddleman
Kenny Gierke

Lisa A Hobbs

Register Of Claims

North Madison County Public Library System

Report Date: From 08/01/22 To 08/31/22

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	412	LIBERTY MUTUAL INSURANCE	Operating Fund	Insurance	\$750.00	08/03/22	Business Auto Renewal
				Total this claim =	<u>\$750.00</u>		
0	455	CARDMEMBER SERVICE	Operating Fund	Telephone & Telegraph	\$1,200.00	08/22/22	As per attached invoices.
			Operating Fund	Operating Supplies	\$203.30		
			Operating Fund	Elwood Children's Programing	\$6.49		
			Operating Fund	Elwood Adult Programing	\$6.49		
			Gift	Summitville Programing	\$50.00		
			Operating Fund	Elwood Children's Programing	\$4.24		
			Operating Fund	Elwood Adult Programing	\$8.88		
			Operating Fund	Summitville Programing	\$100.97		
			Operating Fund	Elwood Children's Programing	\$99.00		
			Gift	Elwood Children's Programing	\$80.00		
				Total this claim =	<u>\$1,759.37</u>		
0	453	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	08/17/22	IN Def Comp Emp Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		
0	452	NATIONWIDE	Annuity	Payroll Deductions	\$266.00	08/17/22	Payroll Ending 8/13
				Total this claim =	<u>\$266.00</u>		
0	451	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,967.88	08/17/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,329.05		
			Medicare	Empl.Share FICA&Medicare	\$310.84		
			Operating Fund	Empl.Share FICA&Medicare	\$1,329.05		
			Operating Fund	Empl.Share FICA&Medicare	\$310.84		
				Total this claim =	<u>\$5,247.66</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	420	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,962.04	08/03/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,344.91		
			Medicare	Empl.Share FICA&Medicare	\$314.55		
			Operating Fund	Empl.Share FICA&Medicare	\$1,344.91		
			Operating Fund	Empl.Share FICA&Medicare	\$314.55		
				Total this claim =	<u>\$5,280.96</u>		
0	419	INDIANA PUBLIC RETIREMENT	PERF	Empl.Share FICA&Medicare	\$464.51	08/03/22	PERF Deposit
			Operating Fund	Emp Cont PERF	\$1,734.15		
				Total this claim =	<u>\$2,198.66</u>		
0	450	INDIANA PUBLIC RETIREMENT	PERF	Empl.Share FICA&Medicare	\$464.13	08/17/22	PERF Deposit
			Operating Fund	Emp Cont PERF	\$1,732.72		
				Total this claim =	<u>\$2,196.85</u>		
0	449	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,656.09	08/17/22	As per attached invoices.
			Operating Fund	Frankton AV	\$372.43		
			Operating Fund	Summitville AV	\$372.43		
			Operating Fund	Furniture & Equipment	\$764.76		
			Operating Fund	Summitville	\$29.98		
			Operating Fund	Elwood Adult	\$24.98		
			Operating Fund	Elwood Children's Programing	\$71.58		
			Operating Fund	Book Processing	\$15.99		
			Operating Fund	Elwood Adult Programing	\$70.73		
			Operating Fund	Operating Supplies	\$41.98		
			Operating Fund	Frankton Programing	\$10.74		
			Operating Fund	Summitville Programing	\$28.73		
			Gift	Elwood Children's Programing	\$35.98		
			Operating Fund	Techology Software	\$563.94		
			Operating Fund	Technology Equipment	\$5,745.54		
				Total this claim =	<u>\$9,805.88</u>		
0	423	NATIONWIDE	Annuity	Payroll Deductions	\$266.00	08/03/22	Payroll Ending 7/30/22
				Total this claim =	<u>\$266.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	447	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,290.34	08/17/22	Service for Elwood, Summitville
			Operating Fund	Electricity	\$737.81		
			Operating Fund	Electricity	\$16.49		
				Total this claim =	<u>\$3,044.64</u>		
0	454	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	08/17/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,903.35		
			Operating Fund	Wages of Janitor	\$894.30		
				Total this claim =	<u>\$21,472.05</u>		
0	425	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	08/03/22	PAYROLL
			Operating Fund	Salary of Assistants	\$18,270.72		
			Operating Fund	Wages of Janitor	\$782.50		
				Total this claim =	<u>\$21,727.62</u>		
0	456	CENTERPOINT ENERGY	Operating Fund	Gas	\$17.98	08/31/22	Service for Elwood, Frankton, Summitvil
			Operating Fund	Gas	\$29.26		
			Operating Fund	Gas	\$24.45		
				Total this claim =	<u>\$71.69</u>		
0	468	UNITED HEALTHCARE	Operating Fund	Emp Cont Group Ins	\$7,791.67	08/31/22	Employee Health Ins 9/1-9/30
			Insurance	Payroll Deductions	\$1,232.61		
				Total this claim =	<u>\$9,024.28</u>		
0	469	AFLAC	AFLAC	Payroll Deductions	\$321.39	08/31/22	August Withholdings
				Total this claim =	<u>\$321.39</u>		
0	479	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.71	08/31/22	August Service Charge
				Total this claim =	<u>\$10.71</u>		
0	410	CARDMEMBER SERVICE	Gift	Office Supplies	\$23.53	08/03/22	Notary Stamp, Summitville Water Bill
			Operating Fund	Waste Disposal Services	\$73.19		
				Total this claim =	<u>\$96.72</u>		
0	472	INDIANA PUBLIC RETIREMENT	PERF	Empl.Share FICA&Medicare	\$464.13	08/31/22	PERF Deposit
			Operating Fund	Emp Cont PERF	\$1,732.72		
				Total this claim =	<u>\$2,196.85</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	473	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,931.16	08/31/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,296.97		
			Medicare	Empl.Share FICA&Medicare	\$303.35		
			Operating Fund	Empl.Share FICA&Medicare	\$1,296.97		
			Operating Fund	Empl.Share FICA&Medicare	\$303.35		
				Total this claim =	<u>\$5,131.80</u>		
0	474	NATIONWIDE	Annuity	Payroll Deductions	\$266.00	08/31/22	Payroll Ending 8/27/22
				Total this claim =	<u>\$266.00</u>		
0	475	NATIONWIDE	Operating Fund	Emp Cont Group Ins	\$201.42	08/31/22	IN Def Comp Emp Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		
0	476	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$2,530.61	08/31/22	August Withholdings
			County Tax Withheld	Payroll Deductions	\$1,046.47		
				Total this claim =	<u>\$3,577.08</u>		
0	408	CENTERPOINT ENERGY	Operating Fund	Gas	\$47.87	08/03/22	Service for Summitville, Frankton, Elwood
			Operating Fund	Gas	\$29.42		
			Operating Fund	Gas	\$18.12		
				Total this claim =	<u>\$95.41</u>		
0	478	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	08/31/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,470.19		
			Operating Fund	Wages of Janitor	\$810.00		
				Total this claim =	<u>\$20,954.59</u>		
0	424	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	08/03/22	IN Def Comp Empl Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		
33515	422	AT&T	Operating Fund	Telephone & Telegraph	\$210.73	08/03/22	Service for Elwood
				Total this claim =	<u>\$210.73</u>		
33516	421	AUTO-OWNERS INSURANCE	Operating Fund	Insurance	\$15,173.00	08/03/22	Tailored protection 09-350458
				Total this claim =	<u>\$15,173.00</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>
33517	409	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$150.87	08/03/22	Service for Elwood
			Operating Fund	Waste Disposal Services	\$232.64		
				Total this claim =	<u>\$383.51</u>		
33518	411	KATIE SCHIFFNER	Operating Fund	Traveling Expense	\$22.23	08/03/22	Travel reimbursement 38miles @ \$.585 = \$22.23
				Total this claim =	<u>\$22.23</u>		
33519	413	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$92.10	08/03/22	Can light warranty-Summitville
				Total this claim =	<u>\$92.10</u>		
33520	414	OVERDRIVE, INC	Operating Fund	Ebook Services	\$1,250.00	08/03/22	Participation Indiana Digital Library March 2022-February 2023
				Total this claim =	<u>\$1,250.00</u>		
33521	415	PITNEY BOWES GLOBAL FINA	Operating Fund	Equipment/Rental	\$135.99	08/03/22	Postage meter lease
				Total this claim =	<u>\$135.99</u>		
33522	416	RICOH USA, INC	Operating Fund	Office Supplies	\$23.52	08/03/22	Copies-Frankton, Summitville
			Operating Fund	Office Supplies	\$42.60		
				Total this claim =	<u>\$66.12</u>		
33523	417	TOWN OF FRANKTON	Operating Fund	Electricity	\$492.38	08/03/22	Service for Frankton
			Operating Fund	Water	\$31.27		
			Operating Fund	Waste Disposal Services	\$29.00		
				Total this claim =	<u>\$552.65</u>		
33524	418	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$113.35	08/03/22	Copier lease for Elwood
				Total this claim =	<u>\$113.35</u>		
33525	426	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,204.91	08/08/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$257.62		
			Operating Fund	Elwood YA	\$438.25		
			Operating Fund	Frankton	\$673.38		
			Operating Fund	Summitville	\$170.33		
				Total this claim =	<u>\$2,744.49</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>
33526	427	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$3,162.96	08/08/22	Rebuilt Backflow Device, removed and replaced air pump
				Total this claim =	<u>\$3,162.96</u>		
33527	428	ENA SERVICES LLC	St Technology Fund Gra Operating Fund	Telephone & Telegraph Telephone & Telegraph	\$0.00 \$279.14	08/08/22	VoIP
				Total this claim =	<u>\$279.14</u>		
33528	429	FRONTIER	Operating Fund	Telephone & Telegraph	\$221.48	08/08/22	Service for Frankton
				Total this claim =	<u>\$221.48</u>		
33529	430	GENERATIVE GROWTH II, LLC	Operating Fund Operating Fund	Elwood Children's Programing Elwood Adult Programing	\$29.78 \$29.77	08/08/22	Programming AS/YS
				Total this claim =	<u>\$59.55</u>		
33530	442	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$25.11	08/08/22	Service for Summitville
				Total this claim =	<u>\$25.11</u>		
33531	441	KAREN LARIMORE	Operating Fund	Traveling Expense	\$294.84	08/08/22	Mileage 7/11-8/5 504 miles @ \$.585
				Total this claim =	<u>\$294.84</u>		
33532	431	LIBRARICA LLC	Operating Fund	Techology Software	\$974.84	08/08/22	Cassie Renewal
				Total this claim =	<u>\$974.84</u>		
33533	444	MARY BAKER-BOUDISSA	Operating Fund	Professional Services	\$800.00	08/08/22	2 hour sessions Aug 3 & 4 4 sessions @ \$200.00
				Total this claim =	<u>\$800.00</u>		
33534	432	MIDWEST COLLABORATIVE F	Operating Fund Operating Fund	Databases Databases	\$1,331.65 \$1,239.62	08/08/22	Ancestry & Newspapers.com
				Total this claim =	<u>\$2,571.27</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>
33535	433	MIDWEST TAPE	Operating Fund	Frankton AV	\$180.45	08/08/22	Hoopla & AV & Cases
			Operating Fund	Elwood AV	\$611.54		
			Operating Fund	Summitville AV	\$127.45		
			Operating Fund	Book Processing	\$505.97		
			Operating Fund	Ebook Services	\$3,000.00		
				Total this claim =	\$4,425.41		
33536	443	RICOH USA, INC	Operating Fund	Office Supplies	\$139.07	08/08/22	Copies for Elwood
33537	434	ROEING	Operating Fund	Professional Services	\$115.00	08/08/22	Firewall Change
33538	436	SARAH FOX	Operating Fund	Summitville Programing	\$28.67	08/08/22	Petty Cash
			Gift	Summitville Programing	\$20.00		
33539	435	STAPLES	Operating Fund	Office Supplies	\$155.68	08/08/22	As per attached invoices.
			Operating Fund	Office Supplies	\$107.38		
33540	437	TRIPLE GREEN LAWN CARE	Operating Fund	Professional Services	\$40.00	08/08/22	Lawn care Summitville 7/22, 7/28, 8/4
			Operating Fund	Professional Services	\$40.00		
			Operating Fund	Professional Services	\$40.00		
33541	438	USI, INC	Operating Fund	Equipment/Maint.	\$319.95	08/08/22	New Laminator-Frankton
33542	439	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$1,108.00	08/08/22	Replace Blower Motor for York Furnace-Summitville
33543	440	VICTORIA WALSER	Gift	Elwood Children's Programing	\$20.00	08/08/22	Petty Cash

<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>
33544	445	AT&T	Operating Fund	Telephone & Telegraph	\$89.12	08/17/22	Service for Summitville
				Total this claim =	<u>\$89.12</u>		
33545	446	DOLLAR GENERAL-REGIONS 4	Operating Fund	Elwood Children's Programing	\$29.60	08/17/22	As per attached invoices.
			Operating Fund	Summitville Programing	\$10.50		
			Operating Fund	Cleaning & Sanitation Supplies	\$8.00		
			Gift	Summitville Programing	\$23.20		
				Total this claim =	<u>\$71.30</u>		
33546	448	MICHAEL ROBERTSON	Operating Fund	Traveling Expense	\$171.99	08/17/22	Travel expense 294 miles @ \$.585 = \$171.99
				Total this claim =	<u>\$171.99</u>		
33547	457	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$150.87	08/31/22	Service for Elwood
			Operating Fund	Waste Disposal Services	\$227.16		
				Total this claim =	<u>\$378.03</u>		
33548	458	DEMCO	Operating Fund	Book Processing	\$260.47	08/31/22	Book processing supplies
			Operating Fund	Furniture & Equipment	(\$100.00)		
				Total this claim =	<u>\$160.47</u>		
33549	459	ELWOOD MAIN STREET ORGA	Operating Fund	Dues	\$100.00	08/31/22	Annual Membership
				Total this claim =	<u>\$100.00</u>		
33550	471	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,377.94	08/31/22	Internet
				Total this claim =	<u>\$1,377.94</u>		
33551	460	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$220.00	08/31/22	July lawn care Frankton
				Total this claim =	<u>\$220.00</u>		
33552	461	HERALD BULLETIN, THE	Operating Fund	Summitville Period. & Newsp.	\$366.99	08/31/22	1 year subscription Herald Bulletin - Summitville
				Total this claim =	<u>\$366.99</u>		
33553	462	RICOH USA, INC	Operating Fund	Office Supplies	\$13.30	08/31/22	Copies for Summitville & Frankton
			Operating Fund	Office Supplies	\$48.60		
				Total this claim =	<u>\$61.90</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>
33554	470	SARAH FOX	Operating Fund	Summitville Programing	\$41.74	08/31/22	Petty Cash
				Total this claim =	<u>\$41.74</u>		
33555	463	STAPLES	Operating Fund	Cleaning & Sanitation Supplies	\$62.96	08/31/22	Office supplies Frankton, Elwood
			Operating Fund	Office Supplies	\$183.58		
				Total this claim =	<u>\$246.54</u>		
33556	464	TOWN OF FRANKTON	Operating Fund	Electricity	\$511.42	08/31/22	Service for Frankton
			Operating Fund	Water	\$31.27		
			Operating Fund	Waste Disposal Services	\$26.47		
				Total this claim =	<u>\$569.16</u>		
33557	465	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$73.53	08/31/22	Service for Summitville
				Total this claim =	<u>\$73.53</u>		
33558	466	TRIPLE GREEN LAWN CARE	Operating Fund	Professional Services	\$80.00	08/31/22	Lawn care for Summitville
				Total this claim =	<u>\$80.00</u>		
33559	467	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$711.51	08/31/22	Matt Lowe
				Total this claim =	<u>\$711.51</u>		
33560	477	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$113.35	08/31/22	Copier Lease for Elwood
				Total this claim =	<u>\$113.35</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$156,892.56

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, September 12, 2022

Mary E. Kiplinger
Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this 12 day of Sept, 2022.

<u>Kathy Small</u>	<u>Larry Watson</u>	_____
<u>Gene F. Storer</u>	<u>James Masten</u>	_____
<u>Dennis Eddleman</u>	<u>Jim Atchell</u>	_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



PRESERVATION WORKS

September 8, 2022

North Madison County Public Libraries
c/o Mrs. Jamie Scott, Director
PO Box 486
Summitville, In 46070

Re: Design Proposal – Exterior Program Pavilion - 1013 W Church Street

Mrs. Scott,

Thank you for the opportunity to work with your community on the design of a new program space of the Ralph E Hazelbaker Library. This proposal is for design and construction drawings for a new exterior pavilion of approximately 1,000 sf. The lump sum fee of \$11,400 has been based on this scope of work:

- Provide Design For:
 - Approximately 1,000sf:
 - Covered, Exterior Gathering Space

- Provide Design Process:
 - Design meetings throughout process
 - (1) Pre-Design (program, concept, site survey)
 - (2) Schematic Design (field measurements, space planning)
 - (3) Design Development (refined drawings, code research)
 - (4) Construction Documentation (“blueprints”)
 - (5) Construction Observation (site visits/meetings, state permit)

- Provide Construction Drawings:
 - Basic Site Plan
 - Partial Site Survey (boundary, topo, replat)
 - Roof Plan/Framing Plan
 - Floor Plan/Foundation Plan
 - Reflected Ceiling Plan/Lighting Plan
 - Exterior Elevations
 - Construction Details

Engineering services, such as septic, civil, mechanical, electrical, plumbing, security/audio and structural, are not included in this proposal. However, if the scope increases or unforeseen issues arise during design or construction, engineering consultation may be required at additional costs to you. If this is needed, we may arrange for and coordinate with the engineer(s); engineering services will be contracted and billed directly with you. Correspondence time will be billed at the hourly rate of \$125.



PRESERVATION WORKS

Clients are required to approve drawings periodically during design to ensure that design is "on the right track." If changes are requested by the client after an approval, design changes, or scope increase, will be billed at the hourly rate of \$125.

Invoices are billed at the completion of each design phase (1-5). The total project amount is divided equally amongst the five phases. A retainer, of 10%, is applied to the final invoice. Reimbursable expenses will be billed at cost, such as printing costs for drawings, postage, mileage, etc.

If you find this proposal acceptable, please return a signed copy of this proposal with retainer in the amount of 10% of costs to Preservation Works, LLC at your earliest convenience.

Sincerely,

Cynthia J. Hunter, Architect
Preservation Work, LLC

Mrs. Jamie Scott

9-12-22
Date

Proposal Accepted/Retainer Included (checks payable to Preservation Works, LLC)



PROJECT AGREEMENT FOR BUILDING ENVIRONMENTAL SYSTEMS

Table with 3 columns: Proposal Date (09/07/2022), Proposal Number (PP42468), Agreement No.

BY AND BETWEEN:

Vasey Commercial, Inc.
10830 Andrade Drive
Zionsville, IN 46077

AND

Elwood Public Library
1600 Main Street
Elwood, IN 46036

hereinafter CONTRACTOR

hereinafter CUSTOMER

SERVICES WILL BE PROVIDED AT THE FOLLOWING LOCATION(S):

1600 Main Street, Elwood, IN

Replacement of control system for the existing Air Handling Unit (AHU) and the Heating/Cooling Plant. Heating/Cooling Plant: >We will mount a new enclosure in the mechanical room. >Build a new control panel. >Replace the existing/original sensors associated with the Heating/Cooling Plant. >Run new control cable where necessary. >Commission, start-up and verify operation of the controller(s). Air Handling Unit: >We will mount a new enclosure in the mechanical room. >Build a new control panel. >Replace the existing/original sensors associated with the Air Handling Unit. >Run new control cable where necessary. >Commission, start-up and verify operation of the controller(s). >The above work will be integrated with the existing Building Management System, including graphics that may need to be added or modified. >A display will be installed on both of the new panels. >One (1) year parts and labor warranty, additional parts warranty may be available through the manufacturer. Your investment for materials: \$24,500.00. Your investment for installation: \$24,000.00. Total investment: \$48,500.00 Note: Due to the volatility of the cost of materials, this proposal is valid for 14 days. Exclusion: Electrical work/installation of conduit and junction boxes, this will be done by others.

As a condition of performance, payments are to be made on a progress basis. Invoice payment must be made within (10) days of receipt. Any alteration or deviation from the above proposal involving extra cost of material or labor will become an extra charge over the sum stated above. This proposal will become a binding Agreement only after acceptance by Customer and approved by an officer of Contractor as evidenced by their signatures below. This agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Contractor which is not expressed herein.

CONTRACTOR

CUSTOMER

Signature (Sales Representative) Kevin McDonald

Signature (Authorized Representative)

Approved For Contractor

Signature

Name (Print/Type) Jamie Scott

Name & Title

Title Director

Date

Date 9/13/22

PROJECT AGREEMENT TERMS AND CONDITIONS

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours.
2. Contractor warrants that the workmanship hereunder shall be free from defects for thirty (30) days from date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates in effect.
3. Customer will promptly pay invoices within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
5. Any alteration to, or deviation from, this Agreement involving extra work, cost of materials or labor will become an extra charge (fixed price amount to be negotiated or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.
6. In the event Contractor must commence legal action in order to recover any amount payable or owed to Contractor under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
7. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
8. Contractor shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agent and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
10. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
11. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes and materials are encountered, Contractor's sole obligation will be to notify the Owner of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
12. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.

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 IC 5-22. 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.

Compensation and any other payments for goods and services should not be paid in advance of receipt of the goods or services unless specifically authorized by statute. Payments made for goods or services which are not received may be the personal obligation of the responsible official or employee. 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 **IC 36-12-3-16 (d)**, 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 \$50,000

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 \$150,000 may be considered when making purchases in this category.

Purchases between \$50,000 and \$150,000

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 via mail, 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 \$50,000.
- 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 \$150,000 may be considered when making purchases in this category.
- 6) IC 5-14-3.8-3.5 requires that local governments upload copies of contracts that exceed \$50,000 to Gateway.

Purchases \$150,000 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 \$150,000 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 \$50,000 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.

Revised 11/12/2012, 6/11/2018

**Resolution to Fundraise for the
North Madison County Public Library System
Through the Sale of Prints Owned by the
North Madison County Public Library System**

DULY ACTED UPON 12TH day of September 2022

ACTION by the Board of Directors upon the following:

WHEREAS, the **North Madison County Public Library System** (henceforth shall be known as The Library herein) was formed on or about March 4th, 1987 under the laws of the State of Indiana as a Municipal Corporation under IC 36-12-1-5;

WHEREAS, the By-Laws place corporate matters such as these under the authority of the Board of Directors and require a majority vote to approve such;

WHEREAS, a local artist, Marvin Crim, has donated several paintings of trains in various settings in and around Elwood, Indiana and central Indiana;

WHEREAS, through the Resolution to Pursue Donations and Income by Protecting/Copyrighting Train Prints of Local Artist and then Sell Prints by and for North Madison County Public Library System (henceforth shall be known as The Resolution herein), this Board of Directors accepted the gifts from Mr. Crim and assumed ownership of all copyright and ownership rights of the works of art donated by Mr. Crim on June 13th, 2022;

WHEREAS, through the adoption of The Resolution on June 13th, 2022, and in accordance to and allowable by Federal copyright law 17 U.S.C. 201(d)(1-2) that the ownership of the

copyright accompanied by the artwork donated by Mr. Crim was transferred in whole along with all exclusive rights conveyed by means of written instrument;

WHEREAS, The Library being the owner of the copyright of Mr. Crim's artwork conveyed in The Resolution has the exclusive rights to do and to authorize for the reproduction of the copyrighted work in copies and the right to distribute copies of Mr. Crim's artwork through public sale, authorized and allowable by Federal copyright law 17 U.S.C 106;

WHEREAS, in accordance with IC 36-12-3-5(d)(2) The Library through this Board of Directors may sell personal property when the action is in the interest of The Library;

WHEREAS, while there are no specific state statutes in which libraries are expressly given the permission to sell reproduced works of art, IC 36-12-3-17 specifically states that Article 12 of Title 36 of the Indiana Code does not limit other powers granted by any other law not in conflict with this chapter;

WHEREAS, this Board of Directors finds no such law that would conflict or otherwise prohibit the sale of reproduced works of art in which The Library is the owner of the works of art and owner of the copyright to such works of art and the accompanying exclusive rights;

WHEREUPON, the Board of Directors have discussed and devised that The Library, in order to raise funds for the benefit and future financial well-being of The Library, shall reproduce and sell copies of Mr. Crim's artwork in which The Library is the owner of the artwork and copyright of the artwork, as is allowed by both Federal law and the laws of the State of Indiana. After full consideration of the facts, applicable law, and circumstances a motion an second were made to:

IT IS THEREFORE RESOLVED that The Library, in accordance with all Federal and Indiana State law, and as such is the right of The Library, shall begin fundraising by selling copies of Mr. Crim's works of art in which The Library is the owner of such works of art and owner of the works of art's copyrights and all accompanying exclusive rights through The Resolution.

THE ABOVE MENTIONED RESOLUTION TITLED RESOLUTION TO FUNDRAISE FOR THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM THROUGH THE SELL OF PRINTS OWNED BY THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM IS DULY ACTED UPON BY THE Board of Directors and Officers of **North Madison Public Library System** IN ACCORDANCE WITH THE BYLAWS of the company and the PROVISIONS OF the INDIANA CODE for Business Entities. Electronic Signature and counterpart signatures are accepted.

Acted upon this 15th day of September 2022 as follows:

<u>AYE</u>	<u>NAY</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Resolution was _____ ADOPTED _____ REJECTED

ATTEST:

Secretary of North Madison County Public Library System Board of Trustees

Library Copyrights

Marvin E. Crim Yuma AZ Born 1939

Jamie Scott (she/her) Director
 North Madison County Public Library System
 1600 Main Street
 Elwood, IN 46036
 765-552-5001 ext. 1113
 765-552-0955

Paintings by Marvin E Crim

All received except 2 - '6475

	Title of Work	Appn No.	completed	track
1	Pennsylvania Railroad Passenger Train – Winter 1946	1-11539942986	2008	801
2	PRR Class T1 at Indianapolis Union Station – 1951	1-11540516475	2007	802
3	First Train to Cross Omak Creek, WA	1-11540516527	2019	803
4	Early 1900s Passenger Locomotive #39	1-11540723081	2012	804
5	Slow-Moving PRR Freight Train	1-11540723107	2020	805
6	Elwood's New Locomotive - EA&L No. 3	1-11540723373	2021	806
7	Nickel Plate Road's Train #22 – So. C Street	1-11541706912	2021	807
8	Indiana Union Interurban Car "ELWOOD" - #443	1-11541706939	2011	808
9	A Little Girl Meets a Lady	1-11541706985	2015	809
10	Railroad Essentials	1-11541707021	1989	810
11	One Day in 1936	1-11541707047	2020	811
12	Elwood's Elevated Crossing Shanty - 1950	1-11541707073	2019	812
13	Quincy Railroad Traffic	1-11541945749	2021	813
14	The ELWOOD Car at the West Elwood Flyover (Viaduct)	1-11541945795	2020	814
15	PRR 0-6-0 Switcher and Cabin Car	1-11541945831	2021	815
16	P-40 Flying Tiger 1942	1-11541945857	2021	816
17	Train of Tomorrow in Elwood – 1948	1-11542007493	2022	817
18	Interurban Car Named "ELWOOD"	1-11542007559	2020	818
19	Nickel Plate Road's Train NKP 587 Passing Westbound - 1947	1-11542007605	2022	819
20	The Collection			



Star Photo

Digital Arts

902 Main Street
Anderson, IN 46016
765-644-2801

Pricing for Elwood Public Library

As of 9/10/2022

Wall Art	Print	Water Color	Canvas
8x10	\$4.99	\$16.04	\$27.40
11x14	\$8.80	\$16.04	\$27.40
16x20	\$15.99	\$33.33	\$49.28

Post Cards	3.5x5	5x7	5x7 w/ Evelope
Up to 99	\$0.69	\$0.99	\$1.09
100-249	\$0.64	\$0.94	\$1.04
250--499	\$0.59	\$0.89	\$0.99
500+	\$0.44	\$0.79	\$0.89

* * * Communication Result Report (Sep. 8. 2022 8:21PM) * * *

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}

Date/Time: Sep. 8. 2022 8:19PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5922 Memory TX	Frankton FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail

E. 3) No answer

E. 5) Exceeded max. E-mail size

E. 2) Busy

E. 4) No facsimile connection

E. 6) Destination does not support IP-Fax

Agenda

September 12, 2022

North Madison County Public Library System
Board of TrusteesElwood Public Library

2023 Budget Hearing

4:30 P.M.

Agenda

Call to Order
 Call for Quorum
 Presentation of Budget Estimates and Tax Levies for the 2023 Budget
 Public Comment
 Adjourn

Regular Meeting

Immediately Following Public Hearing

Call to Order
 Call for Quorum
 Consent Agenda
 Minutes
 Claims Register & Checks
 Personnel
 Old Business
 1. Summitville's South Pavilion
 New Business
 1. Elwood - Vasey Quote for Replacement of Control System
 2. Copyright for Elwood: A Pictorial History by Betty Caldwell
 3. Fundraising Policy
 Director's Report
 Public Comment
 Adjournment

* * * Communication Result Report (Sep. 8. 2022 8:20PM) * * *

1)
2)

Date/Time: Sep. 8. 2022 8:19PM

File No.	Mode	Destination	Pg (s)	Result	Page Not Sent
5921	Memory TX	Summitville FAX	P. 1	OK	

Reason for error
 E. 1) Hang up or line fail
 E. 2) Busy
 E. 3) No answer
 E. 4) No facsimile connection
 E. 5) Exceeded max. E-mail size
 E. 6) Destination does not support IP-Fax

Agenda

September 12, 2022

North Madison County Public Library System
 Board of Trustees

Elwood Public Library

2023 Budget Hearing
 4:30 P.M.
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* * * Communication Result Report (Sep. 8. 2022 8:19PM) * * *

1)
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Date/Time: Sep. 8. 2022 8:18PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
5920 Memory TX	call leader	P. 1	OK	

Reason for error

M. 1) Hang up or line fail	E. 2) Busy
M. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

September 12, 2022

North Madison County Public Library System
Board of TrusteesElwood Public Library2023 Budget Hearing
4:30 P.M.
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* * * Communication Result Report (Sep. 8. 2022 8:19PM) * * *

1)

Date/Time: Sep. 8. 2022 8:18PM

File No. Mode	Destination	Pg (s)	Result	Page Not Sent
5919 Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error

E. 1) Hang up or line fail
 E. 3) No answer
 E. 5) Exceeded max. E-mail size

E. 2) Busy
 E. 4) No facsimile connection
 E. 6) Destination does not support IP-Fax

Agenda

September 12, 2022

North Madison County Public Library System
 Board of Trustees

Elwood Public Library

2023 Budget Hearing
 4:30 P.M.
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 Adjourn

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 Director's Report
 Public Comment
 Adjournment

Agenda

October 10, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Add: Summitville's South Pavilion

2. Fundraising Policy

New Business

1. Adopt 2023 Budget

2. Motion to Transfer Funds to Library Improvement Reserve
and Rainy Day Funds

3. Resolution to Reduce Library Improvement Reserve Fund
Appropriations

4. Nominating Committee

5. Standard Operating Procedures for Selling Prints of Marvin
Crim's Paintings

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Elwood Public Library
Regular Meeting
October 10, 2022
4:30 P.M.

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on October 10, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Lisa Hobbs, Mary Kiplinger, Kathy Small, Larry Watson and Kenny Giselsbach. Also in attendance were Jamie Scott, Director and Sheri Wallace, Administrative Assistant.

CONSENT AGENDA

Lisa Hobbs moved to accept the consent agenda. Kathy Small made a second and the motion carried. The members signed the minutes and the claims register. Treasurer Mary Kiplinger signed checks.

OLD BUSINESS

Summitville's South Pavilion

Cynthia Hunter, an architect with Preservation Works, has started drawing the plans for the new pavilion. The Land Surveyor has begun to research.

Fundraising Policy

The corrected Resolution to Fundraise was signed by the members of the Board of Trustees.

NEW BUSINESS

Adopt 2023 Budget

The 2023 budget was read and a motion to adopt the following budget was made by Secretary Kathy Small. Library Operating Fund Budget; \$1,375,608: Rainy Day Budget; \$50,000: Library Improvement Reserve Fund; \$54,000. Kenny Giselsbach made a second. The motion carried.

Motion to Transfer Funds to Library Improvement Reserve and Rainy Day Funds

Larry Watson made a motion to transfer \$10,000.00 into the Library Improvement Reserve Fund. Mary Kiplinger seconded and the motion carried. Kathy Small read the Resolution to Transfer Funds to the Rainy Day Fund and moved that \$100,000.00 be transferred into the Rainy Day Fund from the Operating Fund. Kathy Small moved \$100,000.00 be transferred to Rainy Day from Operating Fund. Lisa Hobbs made a second and the motion carried.

Resolution to Reduce Library Improvement Reserve Fund

The LIRF fund was not reduced at this meeting.

Nominating Committee

Larry Watson and Kenny Giselbach volunteered to be on the nominating committee.

Standard Operating Procedures for Selling Prints of Marvin Crim's Paintings

Operations for Daily Collections have been reviewed and updated. Kathy Small moved to accept the changes as written. Lisa Hobbs seconded and the motion carried. It was decided to feature one print per quarter for sale. The prints will be priced at \$10.00 for 8x10, \$15.00 for 11x14 and \$25.00 for 16x20. We will print 2 to 3 of each size for inventory and will order more as needed. It was decided Marvin Crim and employees may purchase items at cost. All purchases will be charged sales tax. The policy for Selling Prints of Mr Crim's Paintings was reviewed. Kenny Giselbach moved to accept the policy as written. Kathy Small seconded and the motion carried.

Directors Report

Kids in the Kitchen has resumed for the first time since Covid. We had 8 children this week. Beverly Austin confirmed that we may use the kitchen at the First United Methodist Church. Mr. Marvin Crim presented Elwood's rail history over three evenings with 15 to 16 people for each evening. Michael and Nicole Kobrowski did a paranormal investigation and presentation at the library. There were about 30 people in attendance.

Public Comment

There was no public comment.

Adjournment

President Glenn Eddleman adjourned the meeting by consent.

Lisa A Hobbs
Glenn Eddleman
Laurance A Watson

Kathy Small, Secretary
Kathy Small, Secretary
Janet Stover
Kenny Giselbach

Register Of Claims

North Madison County Public Library System

Report Date: From **09/01/22** To **09/30/22**

<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	513	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matchin	\$201.42	09/12/22	IN Def Comp Empl Share-Robertson
				Total this claim =	\$201.42		
0	491	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$654.21	09/12/22	Service for Summitville
			Operating Fund	Electricity	\$16.48		
			Operating Fund	Electricity	\$1,957.98		
				Total this claim =	\$2,628.67		
0	510	INDIANA PUBLIC RETIREMEN	PERF	Empl.Share FICA&Medicare	\$464.13	09/14/22	PERF Deposit
			Operating Fund	Emp Cont PERF	\$1,732.72		
				Total this claim =	\$2,196.85		
0	511	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,940.76	09/14/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,296.18		
			Medicare	Empl.Share FICA&Medicare	\$303.16		
			Operating Fund	Empl.Share FICA&Medicare	\$1,296.18		
			Operating Fund	Empl.Share FICA&Medicare	\$303.16		
				Total this claim =	\$5,139.44		
0	512	NATIONWIDE	Annuity	Payroll Deductions	\$186.00	09/12/22	Payroll Ending 9/10/22
				Total this claim =	\$186.00		
0	546	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$15.33	09/30/22	September service charges/ACH fees
				Total this claim =	\$15.33		

<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	515	SYNCB/AMAZON	Operating Fund	Elwood AV	\$852.20	09/12/22	As per attached invoices.					
			Operating Fund	Frankton AV	\$301.51							
			Operating Fund	Summitville AV	\$347.50							
			Gift	Elwood Children's Programing	\$100.00							
			Gift	Elwood Adult Programing	\$100.00							
			Operating Fund	Elwood Adult Programing	\$6.26							
			Operating Fund	Elwood Children's Programing	\$56.97							
			Operating Fund	Technology Equipment	\$97.95							
			Operating Fund	Frankton	\$78.23							
			Operating Fund	Book Processing	\$4.62							
			Operating Fund	Operating Supplies	\$13.29							
			Operating Fund	Summitville Programing	\$19.90							
			Operating Fund	Elwood Adult	\$40.93							
								Total this claim =	<u>\$2,019.36</u>			
0	516	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	09/14/22	PAYROLL					
			Operating Fund	Salary of Assistants	\$17,467.55							
			Operating Fund	Wages of Janitor	\$800.00							
								Total this claim =	<u>\$20,941.95</u>			
0	518	CARDMEMBER SERVICE	Operating Fund	Repair Parts/Maintenance	\$337.41	09/26/22	As per attached invoices.					
			Operating Fund	Cleaning & Sanitation Supplies	\$42.12							
			Operating Fund	Techology Software	\$119.40							
			Operating Fund	Summitville Programing	\$318.15							
			Operating Fund	Elwood Adult Programing	\$65.92							
			Operating Fund	Frankton Programing	\$170.30							
			Gift	Professional Services	\$411.28							
			Operating Fund	Professional Services	\$50.00							
			Operating Fund	Fuel, Oil and Lubricants	\$47.65							
			Operating Fund	Dues	\$139.00							
			Operating Fund	Dues	(\$130.66)							
								Total this claim =	<u>\$1,570.57</u>			
			0	529	TOWN OF FRANKTON			Operating Fund	Electricity	\$0.00	09/26/22	Service for Frankton
Operating Fund	Water	\$0.00										
Operating Fund	Waste Disposal Services	\$0.00										
						Total this claim =	<u>\$0.00</u>					

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	532	UNITED HEALTHCARE	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$8,202.54 \$821.74	09/26/22	Emp health insurance
				Total this claim =	<u>\$9,024.28</u>		
0	534	INDIANA PUBLIC RETIREMEN	PERF Operating Fund	Empl.Share FICA&Medicare Emp Cont PERF	\$464.13 \$1,732.72	09/28/22	PERF Deposit
				Total this claim =	<u>\$2,196.85</u>		
0	542	AFLAC	AFLAC	Payroll Deductions	\$214.26	09/28/22	Withholdings for September
				Total this claim =	<u>\$214.26</u>		
0	539	CENTERPOINT ENERGY	Operating Fund Operating Fund Operating Fund	Gas Gas Gas	\$21.77 \$17.98 \$28.57	09/26/22	Service for Elwood, Frankton & Summitville
				Total this claim =	<u>\$68.32</u>		
0	543	INDIANA DEPARTMENT OF RE	State Tax Withheld County Tax Withheld	Payroll Deductions Payroll Deductions	\$1,665.17 \$684.58	09/28/22	Withholding for September
				Total this claim =	<u>\$2,349.75</u>		
0	535	EFTPS	Federal Tax Withheld FICA Medicare Operating Fund Operating Fund	Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare Empl.Share FICA&Medicare	\$1,937.66 \$1,299.15 \$303.85 \$1,299.15 \$303.85	09/28/22	Federal Tax Deposit
				Total this claim =	<u>\$5,143.66</u>		
0	544	PAYROLL	Operating Fund Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Salary of Assistants Wages of Janitor	\$2,674.40 \$17,436.63 \$81.00 \$797.50	09/28/22	PAYROLL
				Total this claim =	<u>\$20,989.53</u>		
0	540	NATIONWIDE	Annuity	Payroll Deductions	\$186.00	09/28/22	Payroll Ending 9/24/22
				Total this claim =	<u>\$186.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	541	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matchin	\$201.42	09/28/22	IN Def Comp Matching Plan-Robertson
				Total this claim =	\$201.42		
0	545	INDIANA DEPARTMENT OF W	Operating Fund	Employee Benefits	\$109.60	09/28/22	3rd Qtr Suta
				Total this claim =	\$109.60		
33561	481	AT&T	Operating Fund	Telephone & Telegraph	\$203.65	09/12/22	Service for Elwood & Summitville
			Operating Fund	Telephone & Telegraph	\$84.85		
				Total this claim =	\$288.50		
33562	480	AUTOMATED DOORS & ACCE	Operating Fund	Professional Services	\$514.00	09/12/22	New dogging device on front door at Elwood
				Total this claim =	\$514.00		
33563	482	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$810.38	09/12/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$308.68		
			Operating Fund	Elwood YA	\$121.96		
			Operating Fund	Frankton	\$779.26		
			Operating Fund	Summitville	\$781.62		
				Total this claim =	\$2,801.90		
33564	483	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$96.00	09/12/22	Pest control for Elwood, Summitville, Frankton
			Operating Fund	Professional Services	\$96.00		
			Operating Fund	Professional Services	\$96.00		
				Total this claim =	\$288.00		
33565	505	DOLLAR GENERAL-REGIONS	Gift	Elwood Children's Programing	\$40.00	09/12/22	Programing supplies-Summitville, Elwood
			Operating Fund	Summitville Programing	\$50.05		
				Total this claim =	\$90.05		
33566	484	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$975.00	09/12/22	New HWF2V Fire Alarm Communicator
				Total this claim =	\$975.00		
33566	514	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	(\$975.00)	09/12/22	Void voucher #484 and check #33566
				Total this claim =	(\$975.00)		

<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>
33567	504	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$250.00	09/12/22	Qtrly Wet/Dry Sprinkler Inspection
				Total this claim =	\$250.00		
33568	485	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$277.15	09/12/22	VoIP
				Total this claim =	\$277.15		
33569	486	FRANKTON CHRISTMAS FEST	Operating Fund	Professional Services	\$25.00	09/12/22	Tree for Frankton Christmas Festival
				Total this claim =	\$25.00		
33570	487	FRONTIER	Operating Fund	Telephone & Telegraph	\$226.80	09/12/22	Service for Frankton
				Total this claim =	\$226.80		
33571	488	G BRADLEY PUBLISHING, INC	Operating Fund	Elwood Adult	\$125.00	09/12/22	Elwood: A Pictorial History by Betty Caldwell- Text & film
				Total this claim =	\$125.00		
33572	508	GRASS ROOTS PLUS, INC.	Operating Fund	Professional Services	\$86.00	09/12/22	Service for Summitville
				Total this claim =	\$86.00		
33573	489	HENSLEY'S TREE SERVICE	Operating Fund	Professional Services	\$350.00	09/12/22	Tree removed, stump ground out at Elwood
				Total this claim =	\$350.00		
33574	490	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$25.11	09/12/22	Service for Summitville
				Total this claim =	\$25.11		
33575	492	JILL PATTERSON	Operating Fund Operating Fund Operating Fund	Elwood Adult Programing Frankton Programing Summitville Programing	\$83.34 \$83.33 \$83.33	09/12/22	Saving at the Supermarket Program
				Total this claim =	\$250.00		
33576	493	KAREN LARIMORE	Operating Fund	Traveling Expense	\$274.95	09/12/22	Travel expense 470 miles at \$.58.5
				Total this claim =	\$274.95		
33577	507	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$274.65	09/12/22	Book processing supplies
				Total this claim =	\$274.65		

<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>
33578	494	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	<u>\$93.00</u>	09/12/22	Trash removal - Frankton 3rd Qtr
				Total this claim =	<u>\$93.00</u>		
33579	495	MIDWEST TAPE	Operating Fund	Frankton AV	\$55.23	09/12/22	As per attached invoices.
			Operating Fund	Elwood AV	\$278.65		
			Operating Fund	Summitville AV	<u>\$169.20</u>		
				Total this claim =	<u>\$503.08</u>		
33580	496	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	<u>\$72.95</u>	09/12/22	Craft supplies Elwood
				Total this claim =	<u>\$72.95</u>		
33581	497	PSI PLASTIC GRAPHICS	Operating Fund	Book Processing	\$210.00	09/12/22	Barcode labels last #30419200626009 (Frankton) barcode labels last#30419300566006(Hazelbaker)
				Total this claim =	<u>\$210.00</u>		
33582	498	PURCHASE POWER	Operating Fund	Postage & UPS	<u>\$620.99</u>	09/12/22	Postage refill for postage meter
				Total this claim =	<u>\$620.99</u>		
33583	499	RICOH USA, INC	Operating Fund	Office Supplies	<u>\$141.52</u>	09/12/22	Copies for Elwood
				Total this claim =	<u>\$141.52</u>		
33584	509	RITCHISON LAW OFFICES P.C	Gift	Legal Services	\$1,735.00	09/12/22	Copyright Filing Fees to Library of Congress 19 @ \$65.00 = 1235.00 Attorney Services for filings = \$500.00
				Total this claim =	<u>\$1,735.00</u>		
33585	506	SARAH FOX	Operating Fund	Traveling Expense	<u>\$78.03</u>	09/12/22	Mileage 133.4 miles @\$.585 = \$78.03
				Total this claim =	<u>\$78.03</u>		
33586	500	STACEY JONES	Operating Fund	Postage & UPS	<u>\$4.60</u>	09/12/22	Petty Cash
				Total this claim =	<u>\$4.60</u>		
33587	501	TOPS HOME CENTER	Operating Fund	Operating Supplies	<u>\$72.45</u>	09/12/22	As per attached invoices.
				Total this claim =	<u>\$72.45</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>
33588	502	NICK HAULTER	Operating Fund	Professional Services	\$40.00	09/12/22	Lawn care Summitville
				Total this claim =	<u>\$40.00</u>		
33589	503	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$1,329.00	09/12/22	Elwood Maintenance Contract, Replace Units 2 & 3 @ Frankton, Replace split system @ Summitville
			Rainy Day Fund	Professional Services	\$13,310.00		
			LIRF	Professional Services	\$26,111.00		
			Rainy Day Fund	Furniture & Equipment	<u>\$2,000.00</u>		
				Total this claim =	<u>\$42,750.00</u>		
33590	519	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$150.87	09/26/22	Service for Elwood
			Operating Fund	Waste Disposal Services	<u>\$216.20</u>		
				Total this claim =	<u>\$367.07</u>		
33591	520	DEMCO	Operating Fund	Book Processing	\$100.00	09/26/22	Book Processing
				Total this claim =	<u>\$100.00</u>		
33592	521	KEITH BALDWIN	Operating Fund	Professional Services	\$735.00	09/26/22	Picture display cabinet 145" long
				Total this claim =	<u>\$735.00</u>		
33593	531	NICK HAULTER	Operating Fund	Professional Services	\$40.00	09/26/22	Lawn service Summitville
				Total this claim =	<u>\$40.00</u>		
33594	522	NICOLE KOBROWSKI	Operating Fund	Professional Services	\$365.00	09/26/22	Paranormal Ghost Tour & Talk, 3 hr investigation & presentation
				Total this claim =	<u>\$365.00</u>		
33595	517	POSTMASTER	Operating Fund	Postage & UPS	\$60.00	09/26/22	2 rolls of stamps
			Operating Fund	Postage & UPS	<u>\$60.00</u>		
				Total this claim =	<u>\$120.00</u>		
33596	523	PRESERVATION WORKS, LLC	Operating Fund	Professional Services	\$1,140.00	09/26/22	Design Service
				Total this claim =	<u>\$1,140.00</u>		
33597	538	REDBEARD CUSTOM PICTUR	Operating Fund	Professional Services	\$307.99	09/26/22	Framing, Refits
				Total this claim =	<u>\$307.99</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>
33598	524	RICOH USA, INC	Operating Fund	Office Supplies	\$75.35	09/26/22	Copies for Frankton & Summitville
			Operating Fund	Office Supplies	\$17.48		
				Total this claim =	<u>\$92.83</u>		
33599	525	RIVISTAS, LLC	Operating Fund	Elwood Period. & News.	\$1,602.82	09/26/22	Magazine subscription 11-1-22 through 10-31-23
			Operating Fund	Frankton Per. & Newsp.	\$680.58		
			Operating Fund	Summitville Period. & Newsp.	\$505.00		
				Total this claim =	<u>\$2,788.40</u>		
33600	527	SARAH FOX	Operating Fund	Summitville Programing	\$26.25	09/26/22	Petty Cash - Progaming supplies
				Total this claim =	<u>\$26.25</u>		
33601	526	SARAH FOX	Operating Fund	Summitville Programing	\$31.25	09/26/22	Reimbursement for craft supplies
				Total this claim =	<u>\$31.25</u>		
33602	537	STACEY JONES	Operating Fund	Frankton Programing	\$20.00	09/26/22	Petty Cash
				Total this claim =	<u>\$20.00</u>		
33603	528	STAPLES	Operating Fund	Office Supplies	\$97.85	09/26/22	Office supplies
			Operating Fund	Cleaning & Sanitation Supplies	\$220.19		
				Total this claim =	<u>\$318.04</u>		
33604	536	TOWN OF FRANKTON	Operating Fund	Electricity	\$471.03	09/26/22	Service for Frankton
			Operating Fund	Water	\$31.27		
			Operating Fund	Waste Disposal Services	\$16.93		
				Total this claim =	<u>\$519.23</u>		
33605	530	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$53.74	09/26/22	Service for Summitville
			Operating Fund	Waste Disposal Services	\$14.79		
			Operating Fund	Waste Disposal Services	\$5.00		
				Total this claim =	<u>\$73.53</u>		
33606	533	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$113.35	09/26/22	Copier Lease Elwood
				Total this claim =	<u>\$113.35</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$135,009.93

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, October 10, 2022

Mary E. Keplinger
 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 October, 2022.

<i>Karen Hall</i>	<i>Kenneth Meiselbach</i>	_____
<i>Blenn Eddleman</i>	<i>David A. Heiler</i>	_____
<i>Larry Watson</i>		_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)
 Approved by the State Board of Accounts, 2015
 Prescribed by the Department of Local Government Finance

Budget Form No. 4
 Generated 10/10/2022 10:58:03 AM

Ordinance / Resolution Number:

Be it ordained/resolved by the **North Madison County Public Library System** that for the expenses of **NORTH MADISON COUNTY LIBRARY SYSTEM** for the year ending December 31, **2023** the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **NORTH MADISON COUNTY LIBRARY SYSTEM**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance/resolution shall be in full force and effect from and after its passage and approval by the **North Madison County Public Library System**.

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
North Madison County Public Library System	Library Board	10/10/2022

Funds				
Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
0061	RAINY DAY	\$50,000	\$0	0.0000
0101	GENERAL	\$1,375,608	\$1,032,852	0.1642
2011	LIBRARY IMPROVEMENT RESERVE	\$54,000	\$0	0.0000
		\$1,479,608	\$1,032,852	0.1642




ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

State Form 55865 (7-15)
 Approved by the State Board of Accounts, 2015
 Prescribed by the Department of Local Government Finance

Budget Form No. 4
 Generated 10/10/2022 10:58:03 AM

Name		Signature
Glenn Eddleman	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Glenn Eddleman</i>
Larry Watson	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Larry Watson</i>
Kenny Giselbach	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Kenny Giselbach</i>
Kathy Small	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Kathy Small</i>
Mary Kiplinger	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Mary E Kiplinger</i>
Janet Stover	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Lisa Hobbs	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Lisa A Hobbs</i>

ATTEST

Name	Title	Signature
Kathy Small	Secretary	<i>Kathy Small</i>

In accordance with IC 6-1.1-17-16(k), we state our intent to issue debt after December 1 and before January 1

Yes No

In accordance with IC 6-1.1-17-16(k), we state our intent to file a shortfall appeal after December 1 and before December 31

Yes No

**Resolution to Fundraise for the
North Madison County Public Library System
Through the Sale of Prints Owned by the
North Madison County Public Library System**

DULY ACTED UPON 12th day of September 2022

ACTION by the Board of Directors upon the following:

WHEREAS, the **North Madison County Public Library System** (henceforth shall be known as The Library herein) was formed on or about March 4th, 1987 under the laws of the State of Indiana as a Municipal Corporation under IC 36-12-1-5;

WHEREAS, the By-Laws place corporate matters such as these under the authority of the Board of Directors and require a majority vote to approve such;

WHEREAS, a local artist, Marvin Crim, has donated several paintings of trains in various settings in and around Elwood, Indiana and central Indiana;

WHEREAS, through the Resolution to Pursue Donations and Income by Protecting/Copyrighting Train Prints of Local Artist and then Sell Prints by and for North Madison County Public Library System (henceforth shall be known as The Resolution herein), this Board of Directors accepted the gifts from Mr. Crim and assumed ownership of all copyright and ownership rights of the works of art donated by Mr. Crim on June 13th, 2022;

WHEREAS, through the adoption of The Resolution on June 13th, 2022, and in accordance to and allowable by Federal copyright law 17 U.S.C. 201(d)(1-2) that the ownership of the

copyright accompanied by the artwork donated by Mr. Crim was transferred in whole along with all exclusive rights conveyed by means of written instrument;

WHEREAS, The Library being the owner of the copyright of Mr. Crim's artwork conveyed in The Resolution has the exclusive rights to do and to authorize for the reproduction of the copyrighted work in copies and the right to distribute copies of Mr. Crim's artwork through public sale, authorized and allowable by Federal copyright law 17 U.S.C 106;

WHEREAS, in accordance with IC 36-12-3-5(d)(2) The Library through this Board of Directors may sell personal property when the action is in the interest of The Library;

WHEREAS, while there are no specific state statutes in which libraries are expressly given the permission to sell reproduced works of art, IC 36-12-3-17 specifically states that Article 12 of Title 36 of the Indiana Code does not limit other powers granted by any other law not in conflict with this chapter;

WHEREAS, this Board of Directors finds no such law that would conflict or otherwise prohibit the sale of reproduced works of art in which The Library is the owner of the works of art and owner of the copyright to such works of art and the accompanying exclusive rights;

WHEREUPON, the Board of Directors have discussed and devised that The Library, in order to raise funds for the benefit and future financial well-being of The Library, shall reproduce and sell copies of Mr. Crim's artwork in which The Library is the owner of the artwork and copyright of the artwork, as is allowed by both Federal law and the laws of the State of Indiana. After full consideration of the facts, applicable law, and circumstances a motion and second were made to:

IT IS THEREFORE RESOLVED that The Library, in accordance with all Federal and Indiana State law, and as such is the right of The Library, shall begin fundraising by selling copies of Mr. Crim's works of art in which The Library is the owner of such works of art and owner of the works of art's copyrights and all accompanying exclusive rights through The Resolution.

THE ABOVE MENTIONED RESOLUTION TITLED RESOLUTION TO FUNDRAISE FOR THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM THROUGH THE SELL OF PRINTS OWNED BY THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM IS DULY ACTED UPON BY THE Board of Directors and Officers of **North Madison Public Library System** IN ACCORDANCE WITH THE BYLAWS of the company and the PROVISIONS OF the INDIANA CODE for Business Entities. Electronic Signature and counterpart signatures are accepted.

Acted upon this 12th day of September 2022 as follows:

<u>AYE</u>	<u>NAY</u>
<u>Lisa A. Hobbs</u>	_____
<u>Kimmy Serlbeck</u>	_____
<u>Lawrence d Watson</u>	_____
<u>Glenn Eddleman</u>	_____
<u>Kathy Small</u>	_____
<u>Mary E Kiplinger</u>	_____
_____	_____
_____	_____

Resolution was ADOPTED REJECTED

ATTEST:

Kathy Small, Secretary
Secretary of North Madison County Public Library System Board of Trustees

Resolution to Transfer Funds to the Rainy Day Fund

WHEREAS, the Board of Trustees of the North Madison County Public Library System finds that the purposes of the Operating Fund have been fulfilled; and,

WHEREAS, there is remaining in the Operating Fund an unused and unencumbered balance; therefore,

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the North Madison County Public Library System do hereby transfer \$100,000.00 from the Operating Fund to the Rainy Day Fund for the purpose(s) of Capital Improvements. This fund shall be subject to the same appropriation process as other funds that receive tax money.

DULY ADOPTED by the Board of Trustees of the North Madison County Public Library System at its regular meeting held on the 10th day of October, 2022, at which meeting a quorum was present.

NAY

AYE

Kathy Small
Mary E. Kuehling
Blenn Eddleman
Larry Watson
Kenny Ailbar
Lisa Ailbar

ATTEST:

Kathy Small, Secretary
Secretary

	LIRF	LIRF	
Beginning Balance	\$ 84,370.99	2022 Budget	\$ 54,000.00
Disbursements YTD	\$ 26,111.00	Disbursements YTD	\$ 26,111.00
Balance	\$ 58,259.99	Appropriated Balance	\$ 27,889.00
Subtract Upcoming HVAC Costs	\$ 27,889.00	Upcoming HVAC Costs	\$ 27,889.00
Year end Unappropriated Balance	\$ 30,370.99	Year end appropriated balance	\$ -
Add Transfer from Operating Fund	\$ 10,000.00		
	\$ 40,370.99		
Subtract 2023 Budget	\$ 54,000.00		
Amt. Necessary to fund 2023 Budget	\$ (13,629.01)		
	Rainy Day	Rainy Day	
Beginning Balance	\$ 154,222.62	2022 Budget	\$ 100,000.00
Disbursements YTD	\$ 86,490.00	Disbursements YTD	\$ 86,490.00
Balance	\$ 67,732.62	Appropriated Balance	\$ 13,510.00
Subtract Upcoming HVAC Costs	\$ 13,510.00	Upcoming HVAC Costs	\$ 13,510.00
Add Transfer from Operating Fund	\$ 100,000.00	Year end appropriated balance	\$ -
Year end Unappropriated Balance	\$ 154,222.62		
Subtract 2023 Budget	\$ 50,000.00		
	\$ 104,222.62		

Instructions for Daily Collections

Daily Transactions

1. The Daily Record of Desk Collections is a form used to record daily transactions. The cash register receipt serves as the Daily Record of Desk Collections. For more details on using the cash register, refer to the cash register instructions.
2. The amount for each transaction is recorded under the appropriate heading. All receipts of funds are to be entered on the cash register. Here Below are the primary examples of funds to be receipted.
Number 20 labeled Art is the only button used for taxable sales which includes prints and other miscellaneous items from Mr. Crim's paintings.

- | | | |
|---------------------|----------------------|------------------|
| 1) Fines | 6) PLAC Card | 11) Meeting Room |
| 2) Fax | 7) Non-Resident Card | 12) VHS to DVD |
| 3) Copies | 8) Student Card | 15) Other |
| 4) Lamination | 9) Book Sale | 20) Art |
| 5) Replacement Card | 10) Donation | |

3. Cash or check is **immediately** received for the transaction and placed in the cash drawer. We do not have charge accounts.
4. If change for the transaction is necessary, make sure to count the change back to the patron. For instance, a patron would like to pay \$1.50 on his/her fine. The patron hands you a 5-dollar bill. When you hand the change back to the patron, you begin with the change. Place the change in the patron's hand and say \$2, placing one dollar at a time in the patron's hand counting up to \$5. This action helps to ensure that you are giving back the correct change.
5. Each time a patron pays on his/her fine balance, make sure to record the patron's last name and first initial directly on the cash register receipt underneath the transaction and place the funds in the cash drawer. Using the Evergreen software apply the payment to the patron's account.
6. If a patron prints from a computer, release the print job from the CASSIE software, collect the funds and record the transaction.
7. All monetary donations received via mail or in person are to be recorded via the cash register.
8. During book sales, each sale is recorded via the cash register.
9. 3D prints are recorded under copies via the cash register.

10. If the meeting room deposit is not returned to the patron, it is also recorded via the cash register.
11. For all other transactions perform the service, collect the proper amount from the patron and record the transaction.
12. Monies have to remain intact. If a patron wants change for five, 10 or 20 dollar bill or a check, we cannot perform this service. If the patron hands you a 5, 10 or 20 dollar bill for a service we have provided like a copy or a fax, you are allowed to make change.
13. **Important: Make sure to record each transaction, collect the proper funds and give correct change. If you make a mistake inputting a receipt, immediately alert a member management to make the proper correction. Each staff member performing transactions out of the cash drawer will be held responsible for any loss of funds which could result in the disciplinary action up to and including termination.**

Morning Procedure

1. The beginning bank for Elwood, Frankton and Summitville is \$20.
2. Every morning all receipts, cash and checks, will be accounted for on the cash register receipt.
3. Refer to the cash register instructions to print the cash total report using the daily x report at the branches and daily z report at Elwood.
4. Run the **Remove: Evergreen Cash Add: Daily Billings** Report to ensure that the total fines on the cash register receipt match the **Remove: Evergreen Cash Add: Daily Billings** Report for your department or branch. Place a check mark on the cash register receipt beside the fines total indicating you have confirmed the amounts **matches Remove: the Evergreen Cash Report. (Admin/Local Administration/Cash Reports) ADD: (Reports/Output/Morning Reports)**
5. The Daily Billings report displays the name and barcode of each patron along with the amount paid. Use this report to find **the a** discrepancy.
6. If you have fines that were collected and not taken off the patron's account, open the patron's account and take the proper steps to remove the correct amount of funds already collected from the patron's total bills.
7. At the branches, the daily x report will include the previous days totals. These daily totals are recorded and kept with the daily receipts. To reconcile the daily receipts with the daily x report, the total on the report will be subtracted by the total of previous day's report.
8. At Elwood, the total on the daily z report needs to match the total daily receipts.
9. If there is a positive amount of funds less than \$5, add the amount as a donation to the next day's business.

10. You cannot have a negative amount of funds. If the discrepancy is an amount that cannot be corrected with the addition of a **small amount of change no more than \$5**, you need to contact the Director/**Administrative Assistant** immediately.
11. At the branches, initial the cash register receipt without removing it and store the funds in a secure location until delivery to Elwood. At the end of every week the branch manager will follow the cash register instructions to run the daily z report and reconcile the report with the amount of funds. The funds and the weekly cash register receipts will be delivered to Elwood and given to the Administrative Assistant. If the Administrative Assistant is not available, place items in the safe.
12. At Elwood, initial and give the cash register receipt to the Administrative Assistant along with the matching funds. If the Administrative Assistant is not available, place these items in the black filing cabinet making sure to lock the cabinet afterward.
13. The Administrative Assistant ensures the amount of receipts equals the daily z reports and deposits the receipts following the Internal Control procedures and Investment Policy for this process.
14. The Director or another staff member will compare the total daily receipts and depository receipt to the Accounting and Financial Record initialing the deposit receipt.

Signature

Date



Star Photo Digital Arts

902 Main Street
Anderson, IN 46016
765-644-2801

Pricing for Elwood Public Library

As of 9/10/2022

Wall Art	Print	Water Color	Canvas
8x10	\$4.99	\$16.04	\$27.40
11x14	\$8.80	\$16.04	\$27.40
16x20	\$15.99	\$33.33	\$49.28

Post Cards	3.5x5	5x7	5x7 w/ Evelope
Up to 99	\$0.69	\$0.99	\$1.09
100-249	\$0.64	\$0.94	\$1.04
250--499	\$0.59	\$0.89	\$0.99
500+	\$0.44	\$0.79	\$0.89

ASSIGNMENT OF COPYRIGHT

Elwood Public Library

This Agreement is made between the Elwood Public Library ("Library") 1600 Main Street, Elwood IN 46036 and G. Bradley Publishing, Inc. ("Publisher"), whose address is 12244 Belwyn, St. Louis, MO 63146 represents and warrants that the corporation is the copyright owner of a publication entitled "Elwood: A Pictorial History," (the "Work"), authored by Betty Caldwell, ISBN #9780943963440. For valuable consideration, receipt and sufficiency of which are hereby acknowledged, the Publisher and the Library agree as follows:

1. The Publisher does hereby sell, assign, and transfer to the Library, its successors and assigns, the entire right, title and interest in and to the copyright in the Work and any registrations and copyright applications relating thereto and any renewals and extensions thereof, and in and to all works based upon, derived from, or incorporating the Work, and in and to all income, royalties, damages, claims and payments now or hereafter due or payable with respect thereto, and in and to all causes of action, either in law or in equity for past, present, or future infringement based on the copyrights, and in and to all rights corresponding to the foregoing throughout the world in exchange for the Library's' payment to the Publisher of Two Thousand Five Hundred and No/100ths Dollars (\$2,500.00), and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged by Publisher.

2. Library agrees to execute all papers and to perform such other proper acts as the Library may deem necessary to secure for the Library or its designee the rights herein assigned.

IN WITNESS WHEREOF, the parties have executed this Agreement, effective this ___15th___ day of ___September___, 2022.

G. BRADLEY PUBLISHING, INC.

Elwood Public Library

By: Gloria Baraks

By: Jamie Scott

[Name]: Gloria Baraks

[Name]: Jamie Scott

[Title]: Vice President

[Title]: Director

Date: September 15, 2022

Date: 9/15/2022

* * * Communication Result Report (Oct. 6. 2022 2:27PM) * * *

1)
2)

Date/Time: Oct. 6. 2022 2:24PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
6111 Memory TX	Summitville FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail
 E. 3) No answer
 E. 5) Exceeded max. E-mail size

E. 2) Busy
 E. 4) No facsimile connection
 E. 6) Destination does not support IP-Fax

Agenda

October 10, 2022

North Madison County Public Library System
Board of TrusteesEtwood Public LibraryRegular Meeting
4:30 P.M.

Call to Order
 Call for Quorum
 Consent Agenda
 Minutes
 Claims Register & Checks
 Personnel
 Old Business
 1. Fundraising Policy
 New Business
 1. Adopt 2023 Budget
 2. Motion to Transfer Funds to Library Improvement Reserve
 and Rainy Day Funds
 3. Resolution to Reduce Library Improvement Reserve Fund
 Appropriations
 4. Nominating Committee
 5. Standard Operating Procedures for Selling Prints of Marvin
 Crim's Paintings
 Director's Report
 Public Comment
 Adjournment

* * * Communication Result Report (Oct. 6. 2022 2:27PM) * * *

1)
2)

Date/Time: Oct. 6. 2022 2:24PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
6110 Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error

E. 1) Hang up or line fail

E. 3) No answer

E. 5) Exceeded max. E-mail size

E. 2) Busy

E. 4) No facsimile connection

E. 6) Destination does not support IP-Fax

Agenda

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* * * Communication Result Report (Oct. 6. 2022 2:25PM) * * *

1)
2)

Date/Time: Oct. 6. 2022 2:24PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
6112 Memory TX	Frankton FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail
E. 3) No answer
E. 5) Exceeded max. E-mail size

E. 2) Busy
E. 4) No facsimile connection
E. 6) Destination does not support IP-Fax

Agenda

October 10, 2022

North Madison County Public Library System
Board of TrusteesElwood Public LibraryRegular Meeting
4:30 P.M.

Call to Order
Call for Quorum
Consent Agenda
Minutes
Claims Register & Checks
Personnel
Old Business
1. Fundraising Policy
New Business
1. Adopt 2023 Budget
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and Rainy Day Funds
3. Resolution to Reduce Library Improvement Reserve Fund
Appropriations
4. Nominating Committee
5. Standard Operating Procedures for Selling Prints of Marvin
Crim's Paintings
Director's Report
Public Comment
Adjournment

Agenda

November 14, 2022

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
4:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Summitville's South Pavilion

New Business

1. Employee Raises/Director and Administrative Assistant
2. Elwood Parking Lot Lights – Change to LED
3. 2023 Holiday Calendar
4. Nominating Committee Report

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Frankton Community Library
Regular Meeting
November 14, 2022
4:30 PM

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on November 14, 2022 in the meeting room of the Frankton Community Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Kathy Small, Janet Stover, Lisa Hobbs, Larry Watson and Kenny Giselbach. Also in attendance were Jamie Scott, Director and Sheri Wallace, Administrative Assistant.

CONSENT AGENDA

Kathy Small moved to approve the consent agenda. Janet Stover seconded and the motion carried. The members signed the minutes and claims register. Assistant Treasurer Kenny Giselbach signed checks.

OLD BUSINESS

Summitville's South Pavilion

Cynthia Hunter, Architect on the project, has had some personal issues this month causing a brief delay in the project. The property was surveyed. Director Scott received the drawings for state submission and the state application to be signed and submitted to the State.

NEW BUSINESS

Employee Raises/Director and Administrative Assistant

Lisa Hobbs made a motion that all eligible employees receive a 5% raise for 2022. Kathy Small made a second and the motion carried.

Larry Watson made a motion that the Director and Administrative Assistant receive a 5% raise for 2022. Lisa Hobbs made a second and the motion carried.

Elwood Parking Lot Lights

Director Scott presented a quote from Nugent Electric to convert the parking lot light to LED. The quote is \$1,530.00. Lisa Hobbs moved to accept the quote from Nugent Electric. Kathy Small seconded and the motion carried.

2023 Holiday Calendar

The Board of Trustees reviewed the 2023 Holiday Calendar. Janet Stove made a motion to accept the 2023 Holiday Calendar. Kathy Small seconded and the motion carried.

Nominating Committee

The nominating committee presented the following slate of officers. Glenn Eddleman, President; Larry Watson, Vice President; Kenny Giselbach, Treasurer; Kathy Small, Secretary; Janet Stover, Assistant Treasurer. Lisa Hobbs moved to accept this slate of officers. Kenny Giselbach seconded and the motion carried.

Director's Report

Jamie and Sheri have discussed moving money into our current account at First Farmers instead of setting up a new account with Trust Indiana. Sheri will put together a report for the December meeting. In service went well. Nationwide spoke to everyone about Hoosier Start, deferred comp. Mary Baker Boudisa also came back and went over fostering community. Jamie met Deon Parsons at Star Photo. Deon used to live in Elwood and had a special relationship with Mayor Taylor. She invited him to do a workshop for our library. It was very well received and well attended. There was a very nice article in The Call Leader about it. It was a great event for our community. We have decided to sell Marvin Crim prints by order instead of keeping an inventory. Dave Oliver with Vasey said things are starting to arrive for the \$48,500.00 project. We will be paying for it in 2023.

Public Comment

There was no public comment.

Adjournment

President Glenn Eddleman adjourned the meeting by consent.

Kathy Small, Secretary
Kathy Small, Secretary

Glenn Eddleman

Kenny Giselbach

Lisa Hobbs

Register Of Claims

North Madison County Public Library System

Report Date: From 10/01/22 To 10/31/22

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	597	CENTERPOINT ENERGY	Operating Fund	Gas	\$46.64	10/26/22	Service for Elwood & Frankton & Summitville
			Operating Fund	Gas	\$23.70		
			Operating Fund	Gas	\$25.27		
			Total this claim =				
0	561	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,940.63	10/12/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,306.55		
			Medicare	Empl.Share FICA&Medicare	\$305.58		
			Operating Fund	Empl.Share FICA&Medicare	\$1,306.55		
			Operating Fund	Empl.Share FICA&Medicare	\$305.58		
			Total this claim =				
0	572	SYNCB/AMAZON	Operating Fund	Elwood AV	\$168.27	10/10/22	As per attached invoices.
			Operating Fund	Frankton AV	\$452.30		
			Operating Fund	Summitville AV	\$452.30		
			Operating Fund	Office Supplies	\$209.81		
			Operating Fund	Technology Equipment	\$94.05		
			Operating Fund	Summitville	\$59.44		
			Operating Fund	Cleaning & Sanitation Supplies	\$9.50		
			Operating Fund	Elwood Children's Programing	\$5.99		
			Total this claim =				
0	574	NORTH MADISON COUNTY PU	Operating Fund	Transfer to LIRF	\$10,000.00	10/12/22	Transfer to LIRF
			Total this claim =				
0	569	NATIONWIDE	Annuity	Payroll Deductions	\$186.00	10/10/22	Payroll Ending 10/8/22
Total this claim =					\$186.00		
0	571	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	10/12/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,653.60		
			Operating Fund	Wages of Janitor	\$800.00		
			Total this claim =				

<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	570	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	10/10/22	IN Def Comp Empl Matching Plan-Robertson
Total this claim =					<u>\$201.42</u>		
0	575	AMAZON BUSINESS	Operating Fund	Operating Supplies	\$305.46	10/21/22	As per attached invoices.
			Operating Fund	Summitville	\$23.98		
			Operating Fund	Elwood AV	\$305.58		
			Operating Fund	Technology Equipment	\$13.98		
			Operating Fund	Frankton AV	\$72.86		
			Operating Fund	Summitville AV	\$72.86		
			Operating Fund	Furniture & Equipment	\$292.44		
			Operating Fund	Elwood Adult Proqraming	\$19.48		
Total this claim =					<u>\$1,106.64</u>		
0	609	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$9.87	10/26/22	ACH Service Charge
Total this claim =					<u>\$9.87</u>		
0	581	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,851.62	10/26/22	Service for Summitville, Elwood
			Operating Fund	Electricity	\$601.00		
Total this claim =					<u>\$2,452.62</u>		
0	560	INDIANA PUBLIC RETIREMENT	PERF	Empl.Share FICA&Medicare	\$464.13	10/12/22	PERF Deposit
			Operating Fund	Emp Cont PERF	\$1,732.72		
Total this claim =					<u>\$2,196.85</u>		
0	596	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,945.98	10/26/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,310.02		
			Medicare	Empl.Share FICA&Medicare	\$306.40		
			Operating Fund	Empl.Share FICA&Medicare	\$1,310.02		
			Operating Fund	Empl.Share FICA&Medicare	\$306.40		
Total this claim =					<u>\$5,178.82</u>		
0	595	INDIANA PUBLIC RETIREMENT	PERF	Empl.Share FICA&Medicare	\$464.13	10/26/22	PERF Deposit
			Operating Fund	Emp Cont PERF	\$1,732.72		
Total this claim =					<u>\$2,196.85</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	600	CARDMEMBER SERVICE	Operating Fund	Elwood YA	\$23.00	10/26/22	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$23.00		
			Operating Fund	Summitville Programing	\$30.90		
			Gift	Professional Services	\$50.00		
				Total this claim =	<u>\$126.90</u>		
0	601	NATIONWIDE	Annuity	Payroll Deductions	\$186.00	10/26/22	Payroll Ending 10/22/22
				Total this claim =	<u>\$186.00</u>		
0	602	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	10/26/22	IN Def Comp Emp Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		
0	603	AFLAC	AFLAC	Payroll Deductions	\$398.38	10/26/22	October withholding
				Total this claim =	<u>\$398.38</u>		
0	604	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,678.82	10/26/22	October withholdings
			County Tax Withheld	Payroll Deductions	\$691.98		
				Total this claim =	<u>\$2,370.80</u>		
0	605	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$821.74	10/26/22	Emp health insurance 11/1-11/30
			Operating Fund	Emp Cont Group Ins	\$8,202.54		
				Total this claim =	<u>\$9,024.28</u>		
0	606	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	10/26/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,667.11		
			Operating Fund	Wages of Janitor	\$842.50		
				Total this claim =	<u>\$21,184.01</u>		
0	607	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$0.00	10/26/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$4.98		
			Medicare	Empl.Share FICA&Medicare	\$1.16		
			Operating Fund	Empl.Share FICA&Medicare	\$4.98		
			Operating Fund	Empl.Share FICA&Medicare	\$1.16		
				Total this claim =	<u>\$12.28</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	608	PAYROLL	Operating Fund	Wages of Janitor	\$80.25	10/26/22	PAYROLL
				Total this claim =	<u>\$80.25</u>		
0	573	NORTH MADISON COUNTY PU	Operating Fund	Interfund Transfers	\$100,000.00	10/12/22	Transfer to Rainy Day
				Total this claim =	<u>\$100,000.00</u>		
33607	547	AT&T	Operating Fund	Telephone & Telegraph	\$203.65	10/10/22	Service for Elwood
				Total this claim =	<u>\$203.65</u>		
33608	548	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$654.00	10/10/22	Qtrly support and cloud backup
				Total this claim =	<u>\$654.00</u>		
33609	549	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,927.73	10/10/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$798.69		
			Operating Fund	Elwood YA	\$368.20		
			Operating Fund	Frankton	\$955.75		
			Operating Fund	Summitville	\$678.10		
			Operating Fund	Title Source	\$2,640.00		
				Total this claim =	<u>\$7,368.47</u>		
33610	550	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,377.92	10/10/22	VoIP
			Operating Fund	Telephone & Telegraph	\$277.15		
				Total this claim =	<u>\$1,655.07</u>		
33611	551	FRONTIER	Operating Fund	Telephone & Telegraph	\$226.80	10/10/22	Service for Frankton
				Total this claim =	<u>\$226.80</u>		
33612	567	G BRADLEY PUBLISHING, INC	Operating Fund	Professional Services	\$2,500.00	10/10/22	Copyright-Elwood: A Pictoral History by Betty Caldwell
				Total this claim =	<u>\$2,500.00</u>		
33613	559	GENERATIVE GROWTH II, LLC	Operating Fund	Elwood Adult Programing	\$9.97	10/10/22	AS refreshments
				Total this claim =	<u>\$9.97</u>		
33614	568	GRAHAM, HOPPER, FARRER &	Operating Fund	Legal Services	\$500.00	10/10/22	Legal services / Fundraising Resolution
				Total this claim =	<u>\$500.00</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>
33615	553	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$89.45	10/10/22	3rd Qtr Evergreen payment
				Total this claim =	<u>\$89.45</u>		
33616	552	INDIANA STATE LIBRARY	PLAC	Other	\$65.00	10/10/22	3rd Qtr PLAC
				Total this claim =	<u>\$65.00</u>		
33617	562	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$25.11	10/10/22	Service for Summitville
				Total this claim =	<u>\$25.11</u>		
33618	566	KAREN LARIMORE	Operating Fund	Traveling Expense	\$345.73	10/10/22	Travel expense 9/6-10/7 = 591 x \$.585 = \$345.73
				Total this claim =	<u>\$345.73</u>		
33619	554	MICHAEL FREDERICK	Operating Fund	Elwood Adult	\$48.00	10/10/22	Fire of Grace Book 5 & 6
				Total this claim =	<u>\$48.00</u>		
33620	555	MIDWEST TAPE	Operating Fund	Book Processing	\$768.95	10/10/22	As per attached invoices.
			Operating Fund	Elwood AV	\$1,098.61		
			Operating Fund	Frankton AV	\$199.95		
			Operating Fund	Summitville AV	\$114.97		
				Total this claim =	<u>\$2,182.48</u>		
33621	563	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$84.40	10/10/22	Program supplies-YS
				Total this claim =	<u>\$84.40</u>		
33622	565	RICOH USA, INC	Operating Fund	Office Supplies	\$123.62	10/10/22	Copies-Elwood
				Total this claim =	<u>\$123.62</u>		
33623	556	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$28.95	10/10/22	Background check-Taylor
				Total this claim =	<u>\$28.95</u>		
33624	564	STAPLES	Operating Fund	Office Supplies	\$91.77	10/10/22	Office supplies
				Total this claim =	<u>\$91.77</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>
33625	557	VASEY COMMERCIAL, INC.	Operating Fund	Professional Services	\$4,264.00	10/10/22	Dave Oliver, Chilled Water Expansion Tank
			Operating Fund	Professional Services	\$3,811.53		
				Total this claim =	\$8,075.53		
33626	558	WORLD TRADE PRESS	Operating Fund	Databases	\$175.00	10/10/22	A to Z World Food Renewal
				Total this claim =	\$175.00		
33627	576	AT&T	Operating Fund	Telephone & Telegraph	\$81.45	10/26/22	Service for Summitville
				Total this claim =	\$81.45		
33628	577	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$150.87	10/26/22	Service for Elwood
			Operating Fund	Waste Disposal Services	\$221.68		
				Total this claim =	\$372.55		
33629	578	DOLLAR GENERAL-REGIONS 4	Operating Fund	Frankton Programing	\$32.30	10/26/22	Programing supplies
			Operating Fund	Office Supplies	\$6.55		
			Operating Fund	Frankton Programing	\$22.40		
				Total this claim =	\$61.25		
33630	579	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,377.92	10/26/22	Internet
				Total this claim =	\$1,377.92		
33631	580	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$440.00	10/26/22	Lawn care for Aug & Sept Frankton
				Total this claim =	\$440.00		
33632	582	MADISON COUNTY HISTORIC	Operating Fund	Frankton Programing	\$30.00	10/26/22	Donation for Stephen Jackson "Uncommon Dream, Uncommon Tragedy"
				Total this claim =	\$30.00		
33633	583	MICHAEL ROBERTSON	Operating Fund	Traveling Expense	\$237.97	10/26/22	Travel reimbursement 406.8 @ \$.585 = \$237.97
				Total this claim =	\$237.97		
33634	591	NICK HAULTER	Operating Fund	Professional Services	\$480.00	10/26/22	Mowing, Bush trimming
				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>
33635	584	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$190.62	10/26/22	Programing supplies-Summitville
				Total this claim =	<u>\$190.62</u>		
33636	585	PEN & INK WORKSHOP, LLC	Operating Fund	Elwood Children's Programing	\$75.00	10/26/22	Comic Workshop/Presentation
			Operating Fund	Elwood Adult Programing	\$75.00		
				Total this claim =	<u>\$150.00</u>		
33637	586	REDBEARD CUSTOM PICTURE	Gift	Professional Services	\$128.25	10/26/22	Framing, Hopper painting repair
			Operating Fund	Professional Services	\$62.50		
				Total this claim =	<u>\$190.75</u>		
33638	599	ROBY'S, INC.	Operating Fund	Professional Services	\$522.89	10/26/22	New garbage disposal in meeting room
				Total this claim =	<u>\$522.89</u>		
33639	587	SARAH FOX	Operating Fund	Summitville Programing	\$32.38	10/26/22	Petty Cas
			Gift	Summitville Programing	\$5.98		
				Total this claim =	<u>\$38.36</u>		
33640	588	STACEY JONES	Operating Fund	Frankton Programing	\$8.75	10/26/22	Petty Cash
			Operating Fund	Postage & UPS	\$13.80		
				Total this claim =	<u>\$22.55</u>		
33641	589	STAR FINANCIAL BANK	Operating Fund	Equipment/Rental	\$55.00	10/26/22	Safe Deposit Box Rent 10/31/22-10/31/23 Box #5001046
				Total this claim =	<u>\$55.00</u>		
33642	598	TOWN OF FRANKTON	Operating Fund	Electricity	\$377.30	10/26/22	Service for Frankton
			Operating Fund	Water	\$31.27		
			Operating Fund	Waste Disposal Services	\$16.69		
				Total this claim =	<u>\$425.26</u>		
33643	590	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$53.74	10/26/22	Service for Summitville
			Operating Fund	Waste Disposal Services	\$14.79		
			Operating Fund	Waste Disposal Services	\$5.00		
				Total this claim =	<u>\$73.53</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>
33644	592	USI, INC	Operating Fund	Office Supplies	\$151.46	10/26/22	9 x 11 1/2 Laminating pouches
					Total this claim =		\$151.46
33645	593	VICTORIA WALSER	Operating Fund	Elwood Children's Programing	\$48.39	10/26/22	Petty Cash
					Total this claim =		\$48.39
33646	594	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$113.35	10/26/22	Copier lease-Elwood
					Total this claim =		\$113.35

Total Amount of Claims \$214,469.85

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, November 10, 2022

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 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 _____, 20____.

<u>Kathy Snee</u>	<u>Lawrence L. Watson</u>	_____
<u>Lisa A. Hobbs</u>	<u>Janet Stone</u>	_____
<u>Glenn Eddleman</u>	<u>Henry Mitchell</u>	_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

NMCPLS WAGE SCALE

Adopted by the Board of Trustees, May 14, 1997

Revised 01/18/1999, 4/17/2000, 11/14/2011, 10/19/2015, 11/16/2015, 11/12/2018, 5/14/2019, 11/11/2019
7/12/2021

General Guidelines

1. Both part-time and full-time employees are compensated in accordance with this wage scale.
2. Part-time is considered 20 hours per week, not to exceed 40 hours per week.
3. Full-time employment is considered 40 hours per week.
4. Approved raises will become effective at the beginning of a new year for all eligible employees.
5. Dollar figures will be adjusted by approved raises each January 1.
6. Years of service will transfer directly when employees are promoted to a higher position classification.
7. Years of experience will also be considered for new hires.
8. Descriptions of health benefits, overtime, sick, personal and vacation leave and termination benefits are in the board approved personnel policy on April 9, 2018.
9. Wages are paid bi-weekly on Wednesdays.

Salaried/exempt positions are established annually by Board of Trustees.

- Director
- Administrative Assistant
- Interim Director will be paid at the current Director rate.

Hourly/Non-exempt positions are established by these wage ranges.

	Start	90 day	Range
Manager (Branch/Department)	\$ 15.00	\$ 16.00	\$15.00 - \$25.00
Clerk	\$ 10.00	\$ 11.00	\$10.00 - \$15.00
Custodian	\$ 9.00	\$ 10.00	\$9.00 - \$14.00
Page	\$ 9.00	\$ 10.00	\$9.00 - \$14.00

Page/Temporary Part-time:

Start wage according to job title

- e.g., part-time temporary clerk wage - \$10.00



Nugent Electric Inc.

2106 Ohio Ave. Anderson, IN 46016	
Phone #	Fax #
7656438854	765-643-4520

E-mail	nugentelectric@comcast.net
--------	----------------------------

PROPOSAL

DATE	ESTIMATE #
10/17/2022	8532

NAME / ADDRESS
North Madison County Public Library Syste 1600 Main Street Elwood, IN 46036

Total may change due to increase of material cost.

Terms	
Net 30	

DESCRIPTION	COST	TOTAL
RE: ELWOOD PUBLIC LIBRARY-PARKING LOT POLE		
LABOR AND MATERIALS FOR ELECTRICAL INSTALLATION TO REMOVE AND DISCARD (8) METAL HALIDE LAMPS AND BALLAST AND INSTALL (8) EQUIVALENT LED DIRECT WIRE CORN COB LAMPS.	1,530.00	1,530.00
INCLUDES: *(8) NEW LED CORN COB LAMPS *LIFT *LABOR *MISC MATERIALS		
WORK TO BE COMPLETED ON STRAIGHT TIME BASIS.		
SUBMITTED BY:MIKE SHORT	TOTAL	\$1,530.00

We propose hereby to furnish material and labor--complete in accordance with above specifications.

All material is guaranteed to be as specified. All work to be competed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our works are fully covered by Workman's Compensation Insurance.

ACCEPTANCE OF PROPOSAL-- 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.

Date of Acceptance 11/15/22 Signature Jamu Short Please forward a sales tax exemption certificate if your business is exempt.

2023 Holiday Closings

January 2, 2023	New Year's Day (observed)
January 16, 2023	Martin Luther King, Jr. Day
February 20, 2023	President's Day
May 3, 2023	Staff Training Day
May 27, 2023	Memorial Day, Saturday
May 29, 2023	Memorial Day
July 4, 2023	Independence Day
September 2, 2023	Labor Day, Saturday
September 4, 2023	Labor Day
November 1, 2023	Staff Training Day
November 22, 2023	Thanksgiving Eve (Close @ 1 pm)
November 23, 2023	Thanksgiving
December 23, 2023	Christmas Eve
December 25, 2023	Christmas Day
December 30, 2023	New Year's Eve
January 1, 2024	New Year's Day

15 ½ DAYS TOTAL (NOT INCLUDING 2024 NEW YEAR'S DAY)

Closed for In-Service Days held each year on the first Wednesday of May and November.

Re: Any Updates on Controls Project

Dave Oliver <doliver@vasey.com>

Thu 11/3/2022 4:18 PM

To: Jamie Scott <jscott@elwood.lib.in.us>

Yes

Believe it or not the stuff is starting to arrive.

The panels, that I was most worried about, are being delivered tomorrow.

At this point we should have all the stuff by middle of November if the supply chain continues as it is now.

Get Outlook for Android

From: Jamie Scott <jscott@elwood.lib.in.us>**Sent:** Thursday, November 3, 2022 4:06:35 PM**To:** Dave Oliver <doliver@vasey.com>**Subject:** Any Updates on Controls Project

Hi Dave,

How are you doing? I will be out of state all next week visiting my eldest son and returning to Indiana for the library board meeting scheduled for Monday, November 14th. Do you have any new information for me to tell the library board concerning the controls project?

Jamie

Jamie Scott

(she/her)

Director

North Madison County Public Library System

1600 Main Street

Elwood, IN 46036

765-552-5001 ext. 1113

765-552-0955

* * * Communication Result Report (Nov. 9. 2022 10:26AM) * * *

1}

Date/Time: Nov. 9. 2022 10:25AM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
6381 Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

November 14, 2022

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Summitville's South Pavilion
- New Business
 - 1. Employee Raises/Director and Administrative Assistant
 - 2. Elwood Parking Lot Lights - Change to LED
 - 3. 2023 Holiday Calendar
 - 4. Nominating Committee Report
- Director's Report
- Public Comment
- Adjournment

Please Publish

* * * Communication Result Report (Nov. 9. 2022 10:26AM) * * *

1)
2)

Date/Time: Nov. 9. 2022 10:25AM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
6380 Memory TX	call leader	P. 1	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 2) Busy
- E. 3) No answer
- E. 4) No facsimile connection
- E. 5) Exceeded max. E-mail size
- E. 6) Destination does not support IP-Fax

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Please Publish

* * * Communication Result Report (Nov. 9. 2022 10:28AM) * * *

1)
2)

Date/Time: Nov. 9. 2022 10:25AM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
6383 Memory TX	Summitville FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail

E. 3) No answer

E. 5) Exceeded max. E-mail size

E. 2) Busy

E. 4) No facsimile connection

E. 6) Destination does not support IP-Fax

Agenda

November 14, 2022

North Madison County Public Library System
Board of TrusteesFrankton Community LibraryRegular Meeting
4:30 P.M.

Call to Order
 Call for Quorum
 Consent Agenda
 Minutes
 Claims Register & Checks
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* * * Communication Result Report (Nov. 9. 2022 10:27AM) * * *

1)
2)

Date/Time: Nov. 9. 2022 10:25AM

File	No. Mode	Destination	Pg(s)	Result	Page Not Sent
6382	Memory TX	Frankton FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

November 14, 2022

North Madison County Public Library System
Board of TrusteesFrankton Community LibraryRegular Meeting
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 Director's Report
 Public Comment
 Adjournment

HAZELBAKER LIBRARY - COVERED PATIO

PROJECT INFO:
EXISTING BUILDING - NO WORK TO EXISTING BUILDING

PROJECT LOCATION:
 SUMMITVILLE LIBRARY
 1013 W CHURCH STREET
 SUMMITVILLE, IN 46070

OWNER'S REPRESENTATIVE:
 MRS. JAMIE SCOTT, DIRECTOR
 NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
 765-552-5001 EXT 1113
 JSCOTT@ELWOOD.LIB.IN.US

PROJECT DESCRIPTION:
 EXTERIOR COVERED PATIO

STATE CODE REVIEW:
 CLASS 1 STRUCTURE - YES

OCCUPANCY CLASSIFICATION:
 ASSEMBLY, GROUP A3

BUILDING CONSTRUCTION TYPE:
 VB, 1 STOR, 6,000SF

FIRE SUPPRESSION SYSTEM:
 NONE

FIRE ALARM SYSTEM:
 NONE

SQUARE FOOTAGE: 8,000 SF
 EXISTING = 6,000 SF, BUILDING
 PROPOSED = 660 SF, COVERED PATIO

PROJECT NOTES:

- ALL WORK SHALL CONFORM TO ALL CODES, ORDINANCES, AND REGULATION OF ALL AUTHORITIES HAVING JURISDICTION OVER THIS WORK WHETHER SHOWN IN THESE DOCUMENTS OR NOT.
- ALL EQUIPMENT TO BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND IN COMPLIANCE WITH LOCAL AND RELEVANT CODES.
- ANY CHANGES PROPOSED BY THE CONTRACTOR OR SUBCONTRACTORS IN CONFLICT WITH THE CONTRACT DOCUMENTS ARE TO BE SUBMITTED TO THE ARCHITECT IN WRITING FOR APPROVAL PRIOR TO CONSTRUCTION.
- CONTRACTOR SHALL SECURE AND PAY FOR ALL NECESSARY PERMITS, INSPECTIONS AND INSURANCE CALLED FOR BY LAW.
- COORDINATE THE WORK WITH OTHER TRADES AS IT PROGRESSES. LAYOUT THE PIPING AND COORDINATE WITH THE BUILDING FRAMING, LIGHTING ETC. VERIFY THE EXACT ROUGH-IN LOCATIONS OF FIXTURES WITH THE ARCHITECTURAL FLOOR PLANS. FURNISH ROUGH-IN DATA TO OTHER TRADES AS REQUIRED TO COORDINATE FOR PLUMBING SYSTEMS AND EQUIPMENT.
- FIRST FLOOR WIRING SHALL BE CONCEALED INSIDE WALLS AND ABOVE THE CEILING. EXPOSED WIRING IS NOT PERMITTED.
- ALL MEASUREMENTS SHOWN HEREIN ARE ROUNDED TO THE NEAREST 1/4". FIELD VERIFY ALL MEASUREMENTS PRIOR TO ANY MANUFACTURING, ORDERING OR WORK.
- EXTERIOR CAULK: EXTERIOR CAULK SHALL BE TREMCO DYMONIC. CAULK SHALL MATCH IN COLOR ITS FINAL SURROUNDINGS.

ELEV NOTES:

- INSTALL NEW ROOF SYSTEM FOR ENTIRE ROOF PER CERTAINTED'S 'INTEGRITY ROOF SYSTEM' TO INCLUDE: WINTERGUARD, DIAMOND DECK, CERTAINTED SHINGLES AND RIDGE VENT(S). INSTALL PER MANUFACTURER'S WRITTEN INSTRUCTIONS. *IF SPRAY FOAM INSULATION IS USED, ELIMINATE RIDGE VENT.
- SHINGLES: CERTAINTED LANDMARK DESIGNER'S SERIES. COLOR TBD OWNER.
- INSTALL NEW METAL DRIP EDGE AT PERIMETER OF ENTIRE ROOF. COLOR SHALL MATCH FASCIA, GUTTERS AND DOWNSPOUTS. COLOR TO BE BLACK.
- ALUMINUM 6" GUTTERS AND 4" DOWN SPOUTS. DOWN SPOUTS TO TERMINATE INTO GROUND SLEEVES. COORDINATE DOWN SPOUTS WITH FRENCH DRAIN/SLEEVE INSTALLATION. SEE ELEVATION SHEETS FOR LOCATIONS. LEAF GUARD AT ALL GUTTERS, COLOR TO MATCH GUTTERS.
- PROVIDE CONTINUOUS ALUMINUM FASCIA AND SOFFIT AT ALL OVERHANGS. OVERHANGS/SOFFITS ARE 12". IF USING BATT INSULATION IN ATTIC - PROVIDE VENTED SOFFIT PANELS. IF USING SPRAY FOAM INSULATION - PROVIDE NON-VENT SOFFIT PANELS. SOFFIT COLOR TO BE BLACK. PROVIDE J, F OR C CHANNELS AS NEEDED FOR PROPER INSTALLATION.
- WINDOW/DOOR. SEE DOOR AND WINDOW SCHEDULES.
- ATTIC GABLE VENT - IF SPRAY FOAM INSULATION IS USED, ELIMINATE ATTIC VENTS.
- NOT USED - CHIMNEY.
- FINAL EXTERIOR WALL FINISHES SELECTED BY OWNER. HORIZONTAL LAP FIBER CEMENT SIDING WITH 6" EXPOSURE SHOWN AT GABLES; FIBER CEMENT BOARD AND BATTEN SHOWN AT WALLS.
- TRIM BOARDS (BORAL TRIM, FIBER CEMENT TRIM, OR MIRATEC TRIM) PRIME AND PAINT PER MANUFACTURER'S REQUIREMENTS. 4" CORNER BOARDS AND DOOR/WINDOW TRIMS. 6" WALL TOP AND GABLE END. 2" WATER TABLE. PROVIDED FULL PIECE TRIMS AS NEEDED BETWEEN DOORS AND WINDOWS. BORAL MUST BE USED AT ROOF AND GROUND CONTACT LOCATIONS.
- BRICK VENEER AT FOUNDATION WALL AND POSTS.
- SCISSOR TRUSSES.
- GRADE. FINAL GRADE SHOULD BE AT LEAST 8" BELOW GARAGE FINISH FLOOR ELEVATION AND SHOULD SLOPE AWAY FROM HOUSE.

SITE MAP (NTS)

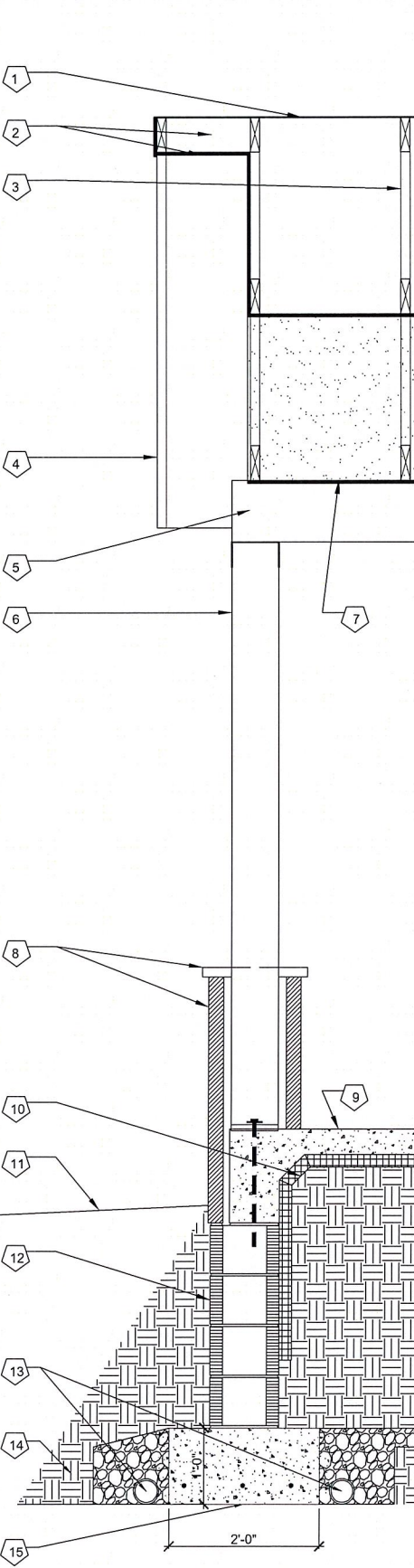


SOUTH CHURCH STREET

SECTION NOTES:

- ROOF - SEE ROOF PLAN.
- SITE BUILT LADDER - SEE ROOF PLAN. VENTED SOFFIT.
- TRUSSES - SEE FRAMING PLAN. PROVIDE HORIZONTAL SUPPORTS AND TIES AS REQUIRED BY TRUSS MANUFACTURER'S ENGINEERED DRAWINGS. PROVIDE HURRICANE CLIPS/RAPTER TIES AT EACH TRUSS TO BEAM CONNECTION.
- FASCIA - SEE ROOF PLAN.
- LVL - SEE FRAMING PLAN. PROVIDE CONCEALED SIMPSON BEAM-POST CAP CONNECTORS. PROVIDE CORNER CONNECTOR AT CORNERS. WRAP/TRIM WITH PAINTED WOOD, BORAL, FIBER CEMENT, SMART TRIM, ETC - TBD BY OWNER.
- POST - SEE FRAMING PLAN. PROVIDE CONCEALED SIMPSON POST BASE CONNECTOR AND ANCHOR BOLTS AS RECOMMENDED BY MANUFACTURER. WRAP/TRIM WITH PAINTED WOOD, BORAL, FIBER CEMENT, SMART TRIM, ETC - TBD BY OWNER.
- CEILING FINISH TBD BY OWNER. OPTIONS ARE VINYL, BEAD BOARD, T&G CEDAR, FIBER CEMENT PANELS, ETC. PROVIDE EDGE TRIMS AS NEEDED TO MATCH CEILING AND BEAM/POST WRAPS.
- LIMESTONE CAP AND BRICK VENEER - SEE FOUNDATION AND FLOOR PLANS. CAP TO BE 1 1/2" THICK. CHAFFER CORNERS. CAULK CAP AT POSTS - MATCH PAINT. BRICK VENEER AND MORTAR, ANCHORS, FLASHING AND WEEPS AS REQUIRED BY MANUFACTURER.
- TURNDOWN SLAB - SEE FOUNDATION PLAN.
- 2" RIDIG INSULATION FOR BELOW GRADE.
- GRADE - SLOPE AWAY FRO FOUNDATION 2%.
- CMU FOUNDATION WALL - SEE FOUNDATION PLAN.
- FRENCH DRAIN - SEE FOUNDATION PLAN.
- UNDISTRUBED EARTH.
- POURED CONCRETE FOOTING - SEE FOUNDATION PLAN.

SECTION (SCALE: 1" = 1'-0")



PRESERVATION WORKS, LLC
 3700 S MADISON STREET
 MUNCIE, IN 47302
 912.856.3400
 CYNTHIA HUNTER, RA, RID
 cynthia@preservation-works.com



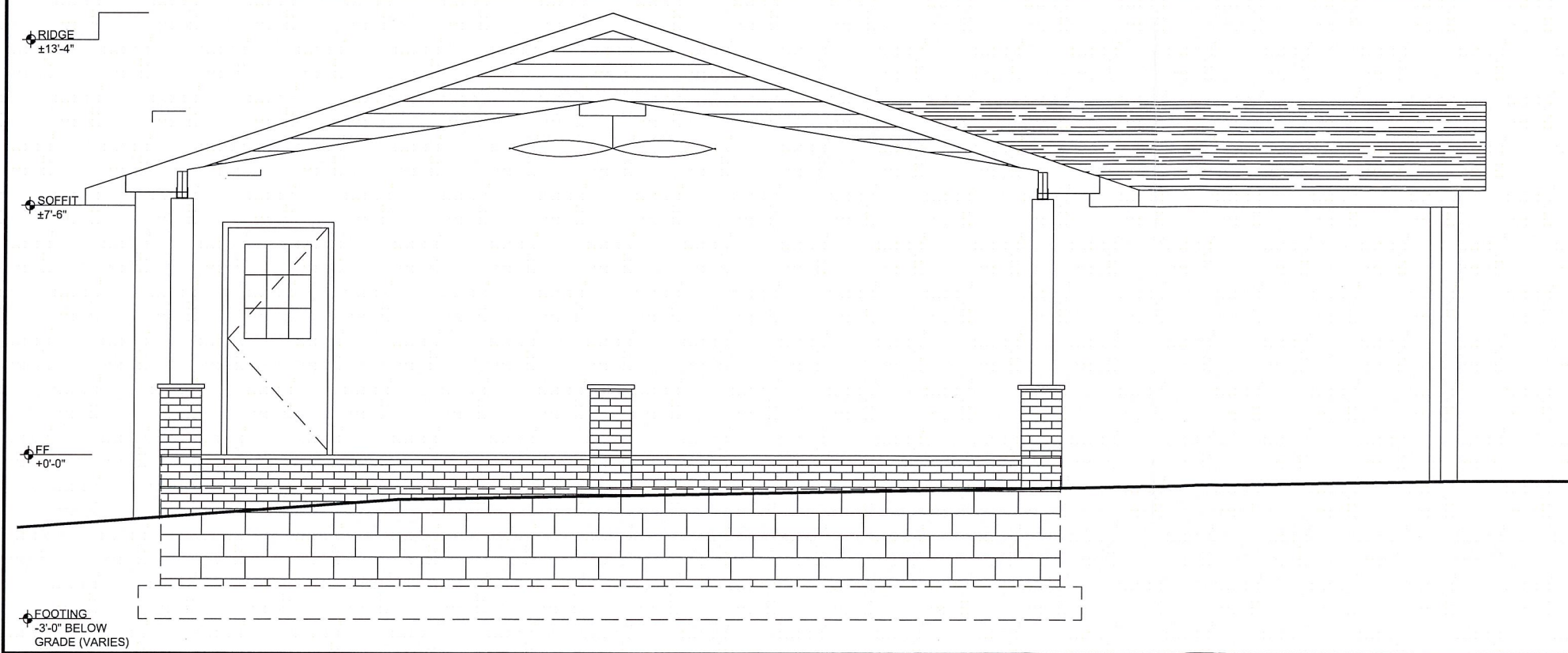
##	DATE	ITEM

HAZELBAKER LIBRARY
 COVERED PATIO
 1013 W CHURCH STREET
 SUMMITVILLE, IN 46070

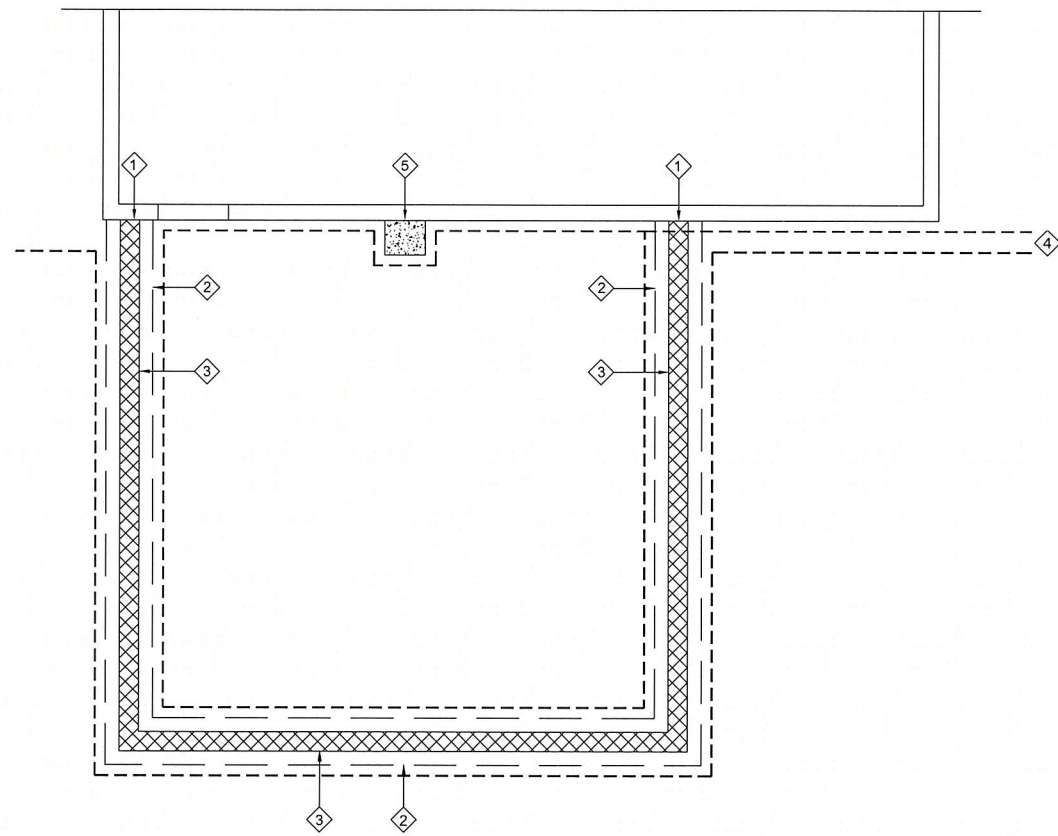
date: 11.11.2022
 job number: 2022-05
 drawn by: CJH
 checked by: CJH

A1

ELEVATION (SCALE: 1/2" = 1'-0"):



FOUNDATION PLAN (SCALE: 1/4" = 1'-0")



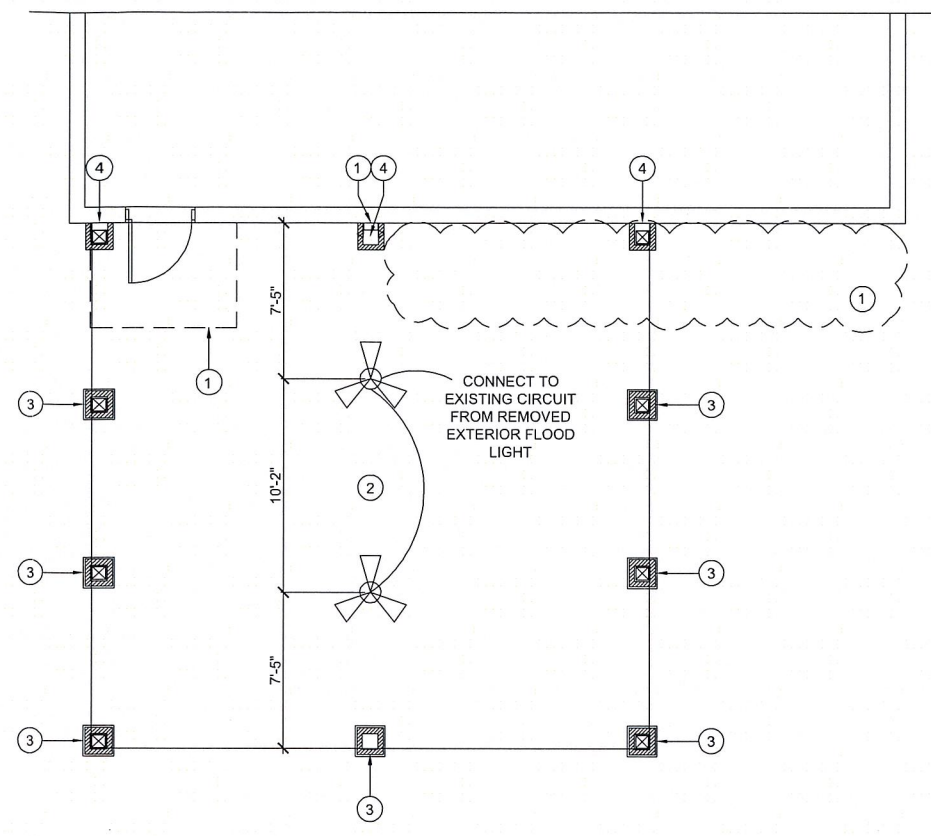
FOUNDATION PLAN LEGEND

- EXISTING FOUNDATION AND WALL LOCATIONS TO REMAIN
- NEW FOOTING AND FOUNDATION WALL
- NEW POURED PIER
- NEW FRENCH DRAIN LOCATION

FOUNDATION PLAN NOTES

1. TIE NEW FOOTING AND FOUNDATION WALL INTO EXISTING. EXISTING FOUNDATION AND WALL LOCATIONS TO REMAIN - CONDITION OF EXISTING ITEMS UNKNOWN. REPAIRS/REPLACEMENT TO BE DETERMINED IN FIELD.
2. 12" X 24" POURED CONCRETE FOOTING. 3) #5 REBAR INSTALLED, 3" CLEAR. BOTTOM OF FOOTING TO BE 36" MIN BELOW GRADE.
3. 12" CMU FOUNDATION WALL. GROUT FILLED WITH REBAR AT ALL ANCOR BOLTS AND UNDER ALL POSTS. REBAR AT 48" OC. INSTALL WATER PROOF SEALER AND MEMBRANE AT ALL FOUNDATION WALLS AND TOP OF FOOTING TO PREVENT CAPILLARY ACTION. PROVIDE 2" RIGID INSULATION AT INTERIOR OF WALL AND UNDER SLAB TO 24" OUT FROM WALL.
4. INSTALL INTERIOR AND EXTERIOR PERIMETER FRENCH DRAIN AT BOTTOM OF FOOTING - 6" PERFORATED AND SOCKED DRAIN PIPE. COVER WITH 12" MINIMUM GRAVEL AND FILTER FABRIC. CONNECT ALL DOWNSPOUTS TO FRENCH DRAIN PIPE. SLOPE PIPE AWAY FROM FOUNDATION WALL AND DAYLIGHT TO LOCATION DETERMINED BY OWNER. GC AND SITE CONTRACTOR. INTERIOR DRAIN SHALL BE PLACED UNDER FOOTING AT LOCATION AS DETERMINED BY SITE CONTRACTOR. CONNECT NEW DOWNSPOUTS TO DRAIN.
5. 24" X 24" POURED CONCRETE PIER FOR POST. BOTTOM OF FOOTING TO BE 36" MIN BELOW GRADE.

FLOOR PLAN (SCALE: 1/4" = 1'-0")

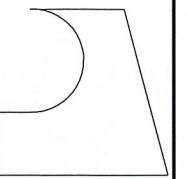


FLOOR PLAN LEGEND

- EXISTING WALL LOCATIONS TO REMAIN
- ITEMS TO REMOVE/DEMOLISH
- EXTERIOR RATED LIGHT AND FAN
TBD BY OWNER
CENTER IN PATIO

FLOOR PLAN NOTES

1. DEMOLITION - REMOVE EXISTING STOOP IN ITS ENTIRETY. REMOVE PLANTS, TREE AND LANDSCAPING AS NECESSARY FOR CONTRACTOR ACCESS AND PROJECT COMPLETION. THIS MAY INCLUDE THE REMOVAL OF A LARGE SITE TREE - CONTRACTOR SHALL COORDINATE TREE REMOVAL IF NECESSARY.
2. POURED CONCRETE SLAB WITH TURNED DOWN FOOTINGS. MATCH ELEVATION HEIGHT OF EXISTING LIBRARY FINISH FLOOR. THIS ALLOWS FOR ADA ACCESS FROM THE LIBRARY. SLAB TO HAVE 4" THICKNESS. BROOM FINISH AND SEALANT. INSTALL WWM, 6 MIL VAPOR BARRIER AND REBAR WHERE REQUIRED. SAW CUT CONTROL JOINTS IN EQUAL AND EVENT PATTERN.
3. PRESSURE TREATED 8X8 POST. INSTALL TO SLAB WITH SIMPSON POST BASE CONNECTOR - SIMPSON ABUR8HDG 8X8 ADJUSTABLE POST BASE - HOT DIP GALVANIZED. POSTS, NOT AJACENT TO LIBRARY. WILL HAVE 2'-0" HIGH BRICK VENEER (MATCH LIBRARY - OR USE CONTRACTING STONE VENEER) CAPPED WITH LIMSTONE CAP WITH 1" OVERHANG.
4. PRESSURE TREATED 8X8 POST. INSTALL TO SLAB/PIER WITH SIMPSON POST BASE CONNECTOR - SIMPSON ABUR8HDG 8X8 ADJUSTABLE POST BASE - HOT DIP GALVANIZED. POSTS WILL HAVE FULL HEIGHT BRICK VENEER - TO MATCH PILASTER DETAIL AT FRONT OF EXISTING LIBRARY.



PRESERVATION WORKS, LLC
3700 S MADISON STREET
MUNCIE, IN 47302
912.856.2400
CYNTHIA HUNTER, RA, RID
cynthia@preservation-works.com

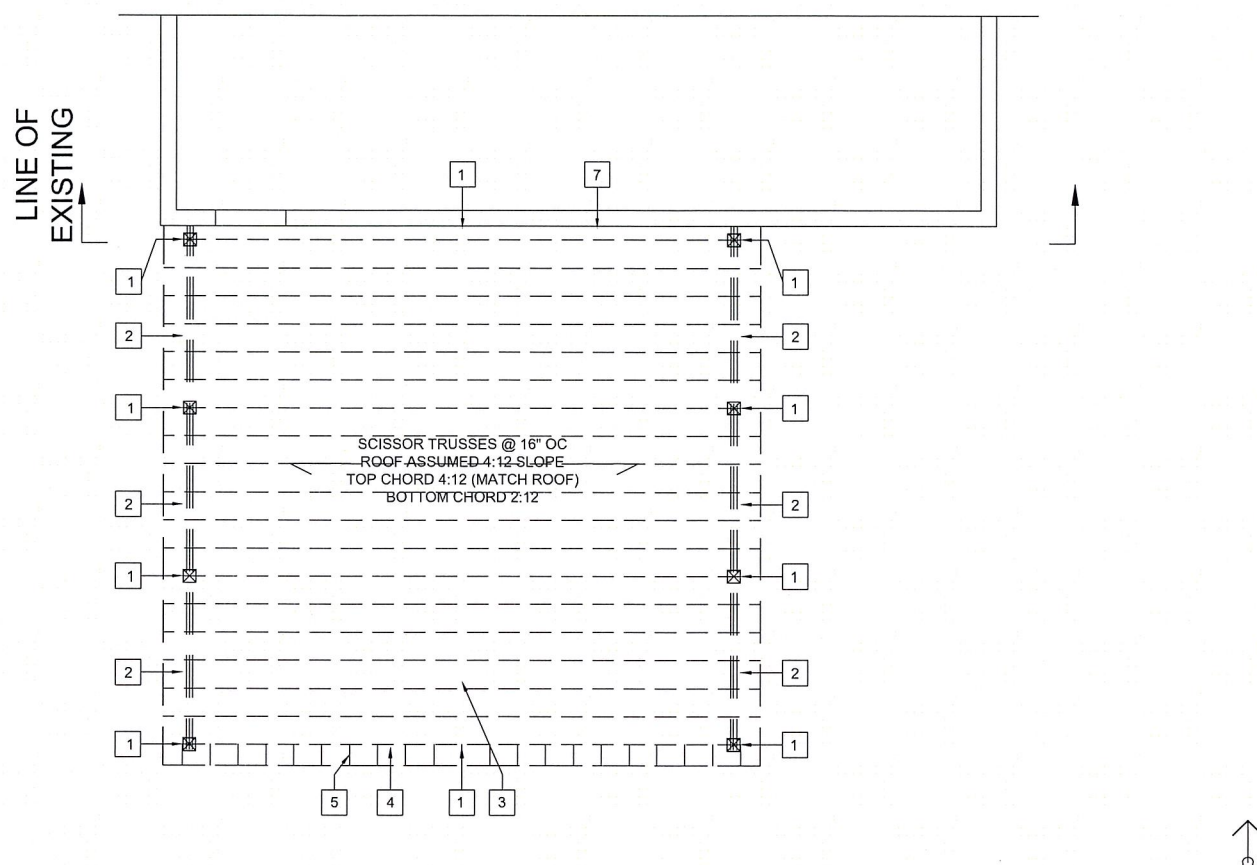


DATE ITEM

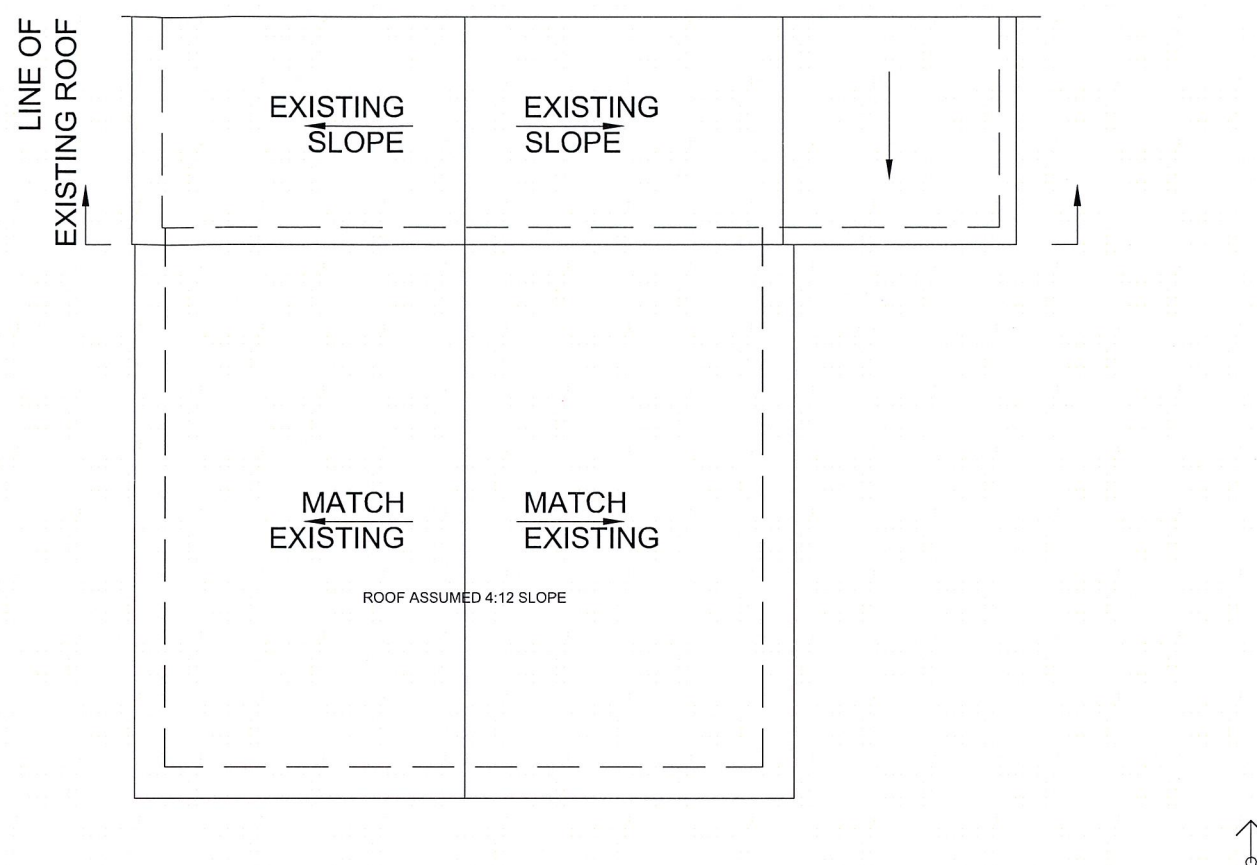
HAZELBAKER LIBRARY
COVERED PATIO
1013 W CHURCH STREET
SUMMITVILLE, IN 46070

date: 11.11.2022
job number: 2022-05
drawn by: CJH
checked by: CJH

FRAMING PLAN (SCALE: 1/4" = 1'-0")



ROOF PLAN (SCALE: 1/4" = 1'-0")



FRAMING PLAN LEGEND

- EXISTING WALL LOCATIONS TO REMAIN
- RAFTER(S)
- BEAM LOCATION(S)
- RAFTER RIM BOARD
- POST

FRAMING PLAN NOTES

1. POST - SEE FLOOR PLAN. USE SIMPSON HOT DIPPED GALVANIZED COLUMN CAP TO CONNECT POST TO BEAMS. WRAP POST WITH TRIM. PRIME AND PAINT. COLORS TBD BY OWNER.
2. BEAM - 2) 2X10 FOR 8'-0" MAX SPAN. GLUE AND NAIL. WRAP BEAM WITH TRIM. PRIME AND PAINT. COLORS TO BE DETERMINED BY OWNER.
3. CENTER BEAM - 2) 1 3/4" X 16" DEEP LVL. GLUE AND NAIL. WRAP BEAM IN TRIM. PRIME AND PAINT. COLORS TBD BY OWNER. VERIFY LVL MANUFACTURER'S SPAN CHARTS FOR 28'-0" SPAN IN REGION 5.
4. GABLE END TRUSS. CLAD WITH OSB/PLYWOOD SHEATHING, MOISTURE BARRIER AND SIDING TO MATCH LIBRARY.
5. GABLE END SOFFIT/LADDER. SITE BUILD TO ALLOW FOR SOFFIT EXTENSION.
6. LEDGER/ROOF CONNECTION. CONTRACTOR TO COORDINATE ROOF LINE CONNECTION TO EXISTING ROOF SYSTEM. ALIGN AND MATCH ROOF LINE. EXISTING OVERHANG/SOFFIT WILL NEED REWORKED FOR CONNECTION TO NEW ROOF SYSTEM. INSTALL ANCHORS, FLASHING AND TRIMS AS NEEDED.

ROOF PLAN LEGEND

- EXISTING WALL LOCATIONS TO REMAIN
- BEAM LINE/WALL LINE

ROOF PLAN NOTES

- *ALL METAL TRIMS, FLASHING, DRIP EDGE, FASCIA, SOFFIT, GUTTERS, GUTTER GUARDS AND DOWNSPOUTS TO MATCH EXISTING LIBRARY.
- **CONTRACTORS SHALL PROVIDE ALL CODE REQUIRED METAL HOLD DOWN FASTENERS AND CLIPS FOR THEIR SCOPE OF WORK. SIMPSON STRONG-TIE OR APPROVED EQUIVALENT SHALL BE USED.
- 1. ROOF DECKING - INSTALL APA RATED SHEATHING, MINIMUM 1/2" THICKNESS AT ALL ROOF LOCATIONS. ENDS TO BE DOUBLE CUT FOR FLUSH SOFFIT AND FASCIA MOUNTING.
- 2. ROOF SYSTEM - ROOF PER CERTANTEED'S "INTEGRITY ROOF SYSTEM" TO INCLUDE: WINTERGUARD, DIAMOND DECK, CERTAINTED SHINGLES AND RIDGE VENT(S). INSTALL PER MANUFACTURER'S WRITTEN INSTRUCTIONS. SHINGLES BY CERTANTEED, LANDMARK DESIGNER'S SERIES. COLOR TBD OWNER. NOTE: ROOF SYSTEM NOTE IS FOR GENERAL USE. CONTRACTOR SHALL COORDINATE ROOF SHINGLE REPLACEMENT AND PATCHING WITH LIBRARY. A NEW ROOF/SHINGLE WAS DISCUSSED, BUT NOT PART OF THIS DESIGN SCOPE OF WORK.
- 3. INSTALL METAL DRIP EDGE AT PERIMETER OF ENTIRE ROOF TO MATCH LIBRARY.
- 4. NEW ALUMINUM 6" GUTTERS AND 4" DOWN SPOUTS. DOWN SPOUTS TO TERMINATE INTO GROUND SLEEVES. COORDINATE DOWN SPOUTS WITH FRENCH DRAIN/SLEEVE INSTALLATION. SEE ELEVATION SHEETS FOR LOCATIONS. LEAFSOLUTION MICROMESH LEAF GUARD AND ACCESSORIES AT ALL GUTTERS.
- 5. PROVIDE SOFFIT TO MATCH OVERHANG DISTANCE AND MATERIAL TYPE OF LIBRARY. PROVIDE J, F OR C CHANNELS AS NEEDED FOR PROPER INSTALLATION.
- 6. CONTINUOUS RIDGE VENT AS RECOMMENDED BY ROOFING MANUFACTURER'S INSTALLATION REQUIREMENTS. IF SPRAY FOAM INSULATION IS USED, ELIMINATE RIDGE VENT.
- 7. PROVIDE CONTINUOUS ALUMINUM FASCIA AT ALL OVERHANGS. COLOR AND STYLE SHALL MATCH LIBRARY.
- 8. PROVIDE ICE AND WATER SHIELD AT ALL LEAVE LOCATIONS.

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ITEM	DATE	##

HAZELBAKER LIBRARY
 COVERED PATIO
 1013 W CHURCH STREET
 SUMMITVILLE, IN 46070

date: 11.11.2022
 job number: 2022-05
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A2

Agenda

December 12, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Summitville South Pavilion

New Business

1. Transfer of Appropriations Resolution
2. Investments
3. Assistant Treasurer – Bank Account Signature Cards
4. Print Costs for Odd Sizes – 8x12, 12x18 and 16x24
5. Allowing Easier Access to Library Cards for Students
6. **ADD: Changing Elwood's Chandelier Lights to LED**

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Elwood Public Library
Regular Meeting
December 12, 2022
4:30 P.M.

CALL TO ORDER

President Glenn Eddleman called a regular meeting of the North Madison County Public Library Board of Trustees to order on December 12, 2022 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Glenn Eddleman, Lisa Hobbs, Kathy Small, Janet Stover and Kenny Giselbach. Also in attendance were Jamie Scott, Director and Sheri Wallace, Administrative Assistant.

CONSENT AGENDA

Lisa Hobbs moved to accept the consent agenda. Kathy Small made a second and the motion carried. The members signed the minutes and the claims register. Treasurer Kenny Giselbach signed checks.

OLD BUSINESS

Summitville's South Pavilion

Mr. Hazelbaker would like to have an estimate of the cost of the pavilion within the next three weeks. Cynthia Hunter met with David Baney to go over the plans. The columns and railings were discussed. David Baney will be presenting a bid next week.

NEW BUSINESS

Transfer of Appropriations Resolution

Secretary Kathy Small read the Resolution to Transfer Funds Within the Library Operating Fund Major Category. Kathy Small moved the Resolution be adopted as read. Lisa Hobbs seconded and the motion carried.

Investments

The library accounts at Star Financial Bank and First Farmers Bank & Trust were reviewed. Lisa Hobbs made a motion to close and transfer the balance of the Preferred Liquidity Account at Star Financial into the Business NOW account at Star Financial. Kenny Giselbach seconded and the motion carried.

Lisa Hobbs moved to transfer \$400,000.00 from Star Financial to First Farmers Bank & Trust. Kathy Small seconded and the motion carried.

Greg Bramwell at Star Financial suggested changing the Business NOW account to a High Yield NOW account. Lisa Hobbs moved to change the Business NOW account to a High Yield NOW account. Kathy Small seconded and the motion carried.

Assistant Treasurer-Bank Account Signature Cards

Our new Assistant Treasurer is Janet Stover. Kenny Giselbach made a motion to add Janet Stover to NMCPLS Business Now account at Star Financial Bank and the Public Fund Personal Investor Account at First Farmers Bank & Trust. Kathy Small seconded and the motion carried.

Print Costs for Odd Sizes-8x12, 12x18 and 16x24

Director Scott has discovered that some of the Marvin Crim prints are odd sizes.

Director Scott suggests the following prices for the odd sized prints.

8x12 \$12, 12x18 \$18, 16x24 \$28, 20x20 \$25

Kathy Small moved to accept the prices for Odd Sizes. Kenny Giselbach seconded and the motion carried.

Allowing Easier Access to Library Cards for Students

Director Scott and Daikan Metz went to the school to meet with middle and high school students to share the services we offer. Director Scott would like to make it easier for these students to get a library card by partnering with the schools when the students register to get the parents approval to sign them up for cards. We charge \$5.00 for students not in our district. Director Scott proposes we remove that fee. The card would be valid for one year. Director Scott will meet with the Superintendent and report back next month.

ADDED: Changing Elwood's Chandelier Lights to LED

Director Scott received a quote from Nugent Electric for \$2,786.00 to replace the lights in Elwood's chandeliers with ballast bypass LED equivalent lamps. Replacing a total of 58 lamps. Kathy Small moved to accept this quote. Janet Stover seconded and the motion carried.

Directors Report

The branches will begin selling postcards and prints. Marvin Crim has completed a painting of the Frankton Depot. It will go on the mantle at the Frankton Library along with a train donated by Charles Sowash. Once we have the copyright we will print postcards. They are forming a committee to produce historical postcards from each area. Dave Oliver from Vasey is still waiting for some parts to start the project upstairs. They should be starting soon. We found the paper backing on the Floyd Hopper painting had been damaged on the back by the way it was hung. We had it repaired and hung it inside the main library instead of the meeting room. Attendance for Kids in the Kitchen is picking up again. We are still trying to hire another clerk for Youth Services. If we can find a good candidate we may go to full time after the first 90 days.

Public Comment

President Eddleman thanked everyone for their hard work and service this year and wished everyone Happy Holidays.

Adjournment

President Glenn Eddleman adjourned the meeting by consent.

<u>Louise & Wilson</u>	<u>Kathy Small, Secretary</u> Kathy Small, Secretary
<u>Kenneth Shepherd</u>	<u>Glenn Eddleman</u>
<u>Janet Stover</u>	<u>Michael Brink</u>
	<u>Lisa Atchley</u>

Register Of Claims

North Madison County Public Library System

Report Date: From 11/01/22 To 11/30/22

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	652	CENTERPOINT ENERGY	Operating Fund	Gas	\$286.81	11/23/22	Service for Elwood, Frankton
			Operating Fund	Gas	\$42.10		
			Operating Fund	Gas	\$0.00		
				Total this claim =	\$328.91		
0	622	NATIONWIDE	Annuity	Payroll Deductions	\$186.00	11/09/22	Payroll Ending 11/5/22
				Total this claim =	\$186.00		
0	634	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,602.89	11/14/22	Service for Elwood, Summitville
			Operating Fund	Electricity	\$16.38		
			Operating Fund	Electricity	\$417.77		
				Total this claim =	\$2,037.04		
0	644	AMAZON BUSINESS	Operating Fund	Elwood AV	\$863.22	11/14/22	As per attached invoices.
			Operating Fund	Frankton AV	\$413.61		
			Operating Fund	Summitville AV	\$413.61		
			Operating Fund	Technology Equipment	\$136.99		
			Operating Fund	Elwood Children's Programing	\$29.95		
			Operating Fund	Elwood Adult Programing	\$53.68		
			Operating Fund	Professional Services	\$179.00		
			Operating Fund	Office Supplies	\$90.33		
				Total this claim =	\$2,180.39		
0	661	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.50	11/30/22	Service Charge
				Total this claim =	\$10.50		
0	646	INDIANA PUBLIC RETIREMENT	PERF	Empl.Share FICA&Medicare	\$464.13	11/23/22	PERF Deposit
			Operating Fund	Emp Cont PERF	\$1,732.72		
				Total this claim =	\$2,196.85		

<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	647	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,946.27	11/23/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,310.20		
			Medicare	Empl.Share FICA&Medicare	\$306.44		
			Operating Fund	Empl.Share FICA&Medicare	\$1,310.20		
			Operating Fund	Empl.Share FICA&Medicare	\$306.44		
				Total this claim =	<u>\$5,179.55</u>		
0	623	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	11/09/22	IN Def Comp Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		
0	624	PAYROLL	Operating Fund	Salary of Director	\$2,674.40	11/09/22	PAYROLL
			Operating Fund	Salary of Assistants	\$17,446.86		
			Operating Fund	Wages of Janitor	\$825.00		
				Total this claim =	<u>\$20,946.26</u>		
0	625	SYNCB/AMAZON	Operating Fund	Elwood AV	\$191.82	11/09/22	As per attached invoices.
			Operating Fund	Frankton AV	\$109.58		
			Operating Fund	Summitville AV	\$109.58		
				Total this claim =	<u>\$410.98</u>		
0	611	EFTPS	Federal Tax Withheld	Empl.Share FICA&Medicare	\$1,930.92	11/09/22	Federal Tax Deposit
			FICA	Empl.Share FICA&Medicare	\$1,295.28		
			Medicare	Empl.Share FICA&Medicare	\$302.94		
			Operating Fund	Empl.Share FICA&Medicare	\$1,295.28		
			Operating Fund	Empl.Share FICA&Medicare	\$302.94		
				Total this claim =	<u>\$5,127.36</u>		
0	654	UNITED HEALTHCARE	Operating Fund	Emp Cont Group Ins	\$8,202.54	11/23/22	Emp Health Insurance 12-1 thru 12-31
			Insurance	Payroll Deductions	\$821.74		
				Total this claim =	<u>\$9,024.28</u>		
0	655	NATIONWIDE	Annuity	Payroll Deductions	\$186.00	11/23/22	Payroll Ending 11/19/22
				Total this claim =	<u>\$186.00</u>		
0	656	NATIONWIDE	Operating Fund	Emp Cont IN Def Comp Matching	\$201.42	11/23/22	IN Def Comp Emp Matching Plan-Robertson
				Total this claim =	<u>\$201.42</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	657	INDIANA DEPARTMENT OF RE	State Tax Withheld County Tax Withheld	Payroll Deductions Payroll Deductions	\$1,670.44 \$687.44	11/23/22	November Withholding
Total this claim =					<u>\$2,357.88</u>		
0	658	AFLAC	AFLAC	Payroll Deductions	\$398.38	11/23/22	November Withholding
Total this claim =					<u>\$398.38</u>		
0	659	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,674.40 \$17,670.02 \$842.50	11/23/22	PAYROLL
Total this claim =					<u>\$21,186.92</u>		
0	660	CARDMEMBER SERVICE	Operating Fund Operating Fund Operating Fund Operating Fund Gift Operating Fund Operating Fund Operating Fund Operating Fund	Advertising & Public Notices Advertising & Public Notices Elwood Adult Elwood Adult Programing Professional Services Elwood Children's Programing Elwood Adult Programing Elwood Children's Programing Elwood Adult Programing	\$350.00 \$50.72 \$41.25 \$72.38 \$15.99 \$75.62 \$20.80 \$52.32 \$24.95	11/23/22	As per attached invoices.
Total this claim =					<u>\$704.03</u>		
0	610	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Empl.Share FICA&Medicare Emp Cont PERF	\$464.89 \$1,735.57	11/09/22	PERF Deposit
Total this claim =					<u>\$2,200.46</u>		
33647	617	AT&T	Operating Fund	Telephone & Telegraph	\$197.02	11/09/22	Service for Elwood
Total this claim =					<u>\$197.02</u>		
33648	614	CRAIG EVERLING	Operating Fund	Professional Services	\$972.00	11/09/22	Gutter installation - Frankton
Total this claim =					<u>\$972.00</u>		
33649	616	FRONTIER	Operating Fund	Telephone & Telegraph	\$223.13	11/09/22	Service for Frankton
Total this claim =					<u>\$223.13</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>
33650	612	NICK HAULTER	Operating Fund	Professional Services	\$250.00	11/09/22	Leaf Mulching and gutter cleaning
				Total this claim =	<u>\$250.00</u>		
33651	620	OFFICE DEPOT	Operating Fund	Office Supplies	\$153.60	11/09/22	Copy paper
				Total this claim =	<u>\$153.60</u>		
33652	619	PITNEY BOWES GLOBAL FINA	Operating Fund	Equipment/Rental	\$135.99	11/09/22	Postage meter lease
				Total this claim =	<u>\$135.99</u>		
33653	618	RICOH USA, INC	Operating Fund	Office Supplies	\$140.17	11/09/22	Copies Frankton, Summitville, Elwood
			Operating Fund	Office Supplies	\$17.99		
			Operating Fund	Office Supplies	\$150.97		
				Total this claim =	<u>\$309.13</u>		
33654	615	SARAH FOX	Operating Fund	Summitville Programing	\$46.82	11/09/22	Petty Cash
				Total this claim =	<u>\$46.82</u>		
33655	613	VICTORIA WALSER	Operating Fund	Elwood Children's Programing	\$25.66	11/09/22	Petty Cash
			Operating Fund	Cleaning & Sanitation Supplies	\$4.74		
				Total this claim =	<u>\$30.40</u>		
33656	621	MARY KIPLINGER	Operating Fund	Salary of Board Treasurer	\$300.00	11/09/22	Treasurer Salary
				Total this claim =	<u>\$300.00</u>		
33657	645	AT&T	Operating Fund	Telephone & Telegraph	\$85.40	11/14/22	Service for Summitville
				Total this claim =	<u>\$85.40</u>		
33658	626	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$576.96	11/14/22	As per attached invoices.
			Operating Fund	Elwood Childrens	\$570.67		
			Operating Fund	Elwood YA	\$136.25		
			Operating Fund	Frankton	\$884.88		
			Operating Fund	Summitville	\$697.58		
				Total this claim =	<u>\$2,866.34</u>		
33659	627	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$96.00	11/14/22	Pest control Elwood
				Total this claim =	<u>\$96.00</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>
33660	628	CREATIVE PRODUCT SOURCE	Operating Fund	Elwood Adult Programing	\$152.24	11/14/22	2023 Wall Calendars
				Total this claim =	<u>\$152.24</u>		
33661	629	DOLLAR GENERAL-REGIONS 4	Operating Fund	Elwood Children's Programing	\$89.90	11/14/22	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$25.00		
			Operating Fund	Summitville Programing	\$76.00		
				Total this claim =	<u>\$190.90</u>		
33662	630	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$396.85	11/14/22	Fire extinguisher inspection, Fire Alarm inspection-Frankton
				Total this claim =	<u>\$396.85</u>		
33663	631	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$646.63	11/14/22	Internet
			Operating Fund	Telephone & Telegraph	\$731.29		
				Total this claim =	<u>\$1,377.92</u>		
33664	632	GENERATIVE GROWTH II, LLC	Operating Fund	Elwood Children's Programing	\$5.99	11/14/22	As per attached invoices.
			Operating Fund	Frankton Programing	\$15.57		
				Total this claim =	<u>\$21.56</u>		
33665	633	GRASS ROOTS PLUS, INC.	Operating Fund	Professional Services	\$135.00	11/14/22	Fall lawn application - Elwood
				Total this claim =	<u>\$135.00</u>		
33666	635	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$25.11	11/14/22	Service for Summitville
				Total this claim =	<u>\$25.11</u>		
33667	636	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$93.00	11/14/22	Trash removal-Frankton
				Total this claim =	<u>\$93.00</u>		
33668	637	MIDWEST TAPE	Operating Fund	Frankton AV	\$303.17	11/14/22	AV for Elwood, Frankton Summitville
			Operating Fund	Elwood AV	\$711.55		
			Operating Fund	Summitville AV	\$315.16		
				Total this claim =	<u>\$1,329.88</u>		
33669	638	NICK HAULTER	Operating Fund	Professional Services	\$325.00	11/14/22	Leaf Removal/Fall Clean up/Gutter Clea out
				Total this claim =	<u>\$325.00</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>
33670	639	RIVISTAS, LLC	Operating Fund	Summitville Period. & Newsp.	\$24.60	11/14/22	Consumer Reports added for Summitvill
				Total this claim =	<u>\$24.60</u>		
33671	640	ROEING	Operating Fund	Professional Services	\$225.00	11/14/22	Communication services
				Total this claim =	<u>\$225.00</u>		
33672	642	STACEY JONES	Operating Fund	Frankton Programing	\$18.75	11/14/22	Petty Cash
				Total this claim =	<u>\$18.75</u>		
33673	641	STAPLES	Operating Fund	Office Supplies	\$8.61	11/14/22	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$6.16		
			Operating Fund	Operating Supplies	\$163.64		
			Operating Fund	Elwood Children's Programing	\$54.23		
			Operating Fund	Furniture & Equipment	\$111.99		
				Total this claim =	<u>\$344.63</u>		
33674	643	VICTORIA WALSER	Operating Fund	Elwood Children's Programing	\$20.00	11/14/22	Petty Cash
				Total this claim =	<u>\$20.00</u>		
33675	651	CHRONICLE TRIBUNE	Operating Fund	Summitville Period. & Newsp.	\$283.45	11/23/22	1 year subscription for Summitville 11-4-23
				Total this claim =	<u>\$283.45</u>		
33676	653	KAREN LARIMORE	Operating Fund	Traveling Expense	\$370.31	11/23/22	633 miles @ \$.585 = \$370.31
				Total this claim =	<u>\$370.31</u>		
33677	649	MADISON COUNTY HISTORIC	Operating Fund	Frankton Programing	\$30.00	11/23/22	Stephen Jackson program @Frankton Comm Library
				Total this claim =	<u>\$30.00</u>		
33678	648	TOWN OF FRANKTON	Operating Fund	Electricity	\$293.71	11/23/22	Service for Frankton
			Operating Fund	Water	\$31.27		
			Operating Fund	Waste Disposal Services	\$15.90		
				Total this claim =	<u>\$340.88</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>
33679	650	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$53.74	11/23/22	Service for Summitville
			Operating Fund	Waste Disposal Services	\$14.79		
			Operating Fund	Waste Disposal Services	\$5.00		
Total this claim =					<u>\$73.53</u>		

Total Amount of Claims \$86,509.07

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, December 12, 2022



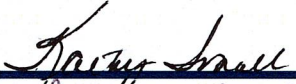

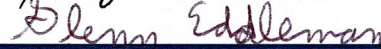

 Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 7 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$86,509.07

Date this 12 day of December, 2022.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



CONSTRUCTION DESIGN RELEASE

State Form 41191 (R9/5-98)

Report Printed on: November 29, 2022

Indiana Department of Homeland Security
 DIVISION OF FIRE & BUILDING SAFETY
 PLAN REVIEW DIVISION
 402 W. Washington St., Room E245
 Indianapolis, IN 46204



Available At Your Local Licence Branch
SUPPORT HOOSIER SAFETY

To: Owner / Architect / Engineer
 Preservation Works, LLC
 Cynthia Hunter AR11000095
 3700 S Madison Street
 Muncie IN 47302

Fax & e-mail: , cynthia@preservation-works.com

Project number 434728		Release date 11/29/22
Construction type V-B	Occupancy classification A-3, ADD	
Scope of release ARCH ELEC FDN STR		
Type of release Standard		
Project name Hazelbaker Library - Covered Patio		
Street address 1013 W Church St		
City SUMMITVILLE	County MADISON	

The plans, specifications and application submitted for the above referenced project have been reviewed for compliance with the applicable rules of the Fire Prevention and Building Safety Commission. The project is released for construction subject to, but not necessarily limited to, the conditions listed below. THIS IS NOT A BUILDING PERMIT. All required local permits and licenses must be obtained prior to beginning construction work. All construction work must be in full compliance with all applicable State rules. Any changes in the released plans and/or specifications must be filed with and released by this Office before any work is altered. This release may be suspended or revoked if it is determined to be issued in error, in violation of any rules of the Commission or if it is based on incorrect or insufficient information. This release shall expire by limitation, and become null and void, if the work authorized is not commenced within one (1) year from the above date.

CONDITIONS:

Note :(A1A & A1B): In accordance with the affidavit sworn under penalties of perjury in the application for construction design release the plans and specifications filed in conjunction with this project shall comply with all of the applicable rules and laws of Fire Prevention and Building Safety Commission. Providing false information constitutes an act of perjury, which is a Class D felony punishable by a prison term and a fine up to \$10,000. In accordance with Section 19 of the General Administrative Rules (675 IAC 12-6-19) a complete set of plans and specifications that conform exactly to the design that was released by the office of the state building commissioner shall be maintained on the construction jobsite as well as a copy of the design release.


- 14B This project has been reviewed under the 2014 Indiana Building Code.
- 4G0412AE The proposed building, addition, or remodel shall not put the existing building in noncompliance or into further noncompliance in accordance with 675 IAC 12-4-12.
- 4G0603AM This release does not include mechanical work. Plans and specifications for adding or remodeling this system shall be filed as a new project or as a partial before commencing work in accordance with 675 IAC 12-6-3.
- 4G0603AN This release does not include plumbing work. Plans and specifications for adding or remodeling this system shall be filed as a new project or as a partial before commencing work in accordance with 675 IAC 12-6-3.
- 14B05012 Buildings shall be addressed in accordance with section 501.2 IBC (675 IAC 13-2.6)
- 14B1600 Buildings, or portions thereof, shall be designed and constructed to sustain all dead, live, and environmental loads in accordance with Chapter 16, IBC (675 IAC 13-2.6).
- 14B16071 Minimum uniformly distributed live loads and minimum concentrated live loads shall be in accordance with Table 1607.1, IBC (675 IAC 13-2.6).
- 14B10061A Exterior egress lighting fixtures shall be part of the emergency lighting system in accordance with Section 1006.1 IBC (675 IAC 13-2.6)
- AREL Pursuant to 675 IAC 12-6-21, the issuance of a design release does not relieve the owner from required compliance with all applicable rules of the commission, even if noncompliant conditions appear in the plans and specifications that have been filed with the division. The owner is responsible for correcting any and all areas of noncompliance even if they are discovered subsequent to the issuing of this design release.

ELECTRONICALLY FILE YOUR PROJECT WITH STATE OF INDIANA at <http://www.in.gov/dhs/2650.htm>.

This on-line filing is through a secure site, you can use it to submit your project information, pay the fees and upload your project plans.

Use Internet Browser to View this report, other browsers are not compatible to view this report

Please be advised that if an administrative review of this action is desired, a written petition for review must be filed at the above address with the Fire Prevention and Building Safety Commission identifying the matter for which a review is sought no later than eighteen (18) days from the above -stated date, unless the eighteenth day falls on a Saturday, a Sunday, a legal holiday under State statute, or a day in which the Department of Fire and Building Services is closed during normal business hours. In the latter case, the filing deadline will be the first working day thereafter. If you choose to petition, and the before-mentioned procedures are followed, your petition for review will be granted, and an administrative proceeding will be conducted by an administrative law judge of the Fire Prevention and Building Safety Commission. If a petition for review is not filed, this Order will be final, and you must comply with its requirements.

Code review official rmays@dhs.in.gov	REX MAYS	Indiana State Building Commissioner
Address (name,title of local official,street,city,state and ZIP code) BUILDING INSPECTOR DALE STITT BOX 368 SUMMITVILLE, IN 46070 Fax & e-mail: 7655362477, dadow98@yahoo.com		



Resolution to Transfer Funds Within the Library Operating Fund Major Category

Whereas, it has been shown that certain existing appropriations in the Library Operating Fund now need to be transferred from one line to another.

We the Board of Trustees of the North Madison County Public Library do resolve that the following transfers be made within the Library Operating Fund:

Transfer from Supplies		
Operating Supplies	\$ 310.00	
Transfer to Supplies		
Building Material & Supplies		\$ 300.00
Paint & Painting Supplies		10.00
Transfer from Other Services and Charges		
Consulting Services	\$ 1,000.00	
Legal Services	\$ 2,000.00	
EBook Services	\$ 2,000.00	
Telephone & Telegraph	\$ 7,000.00	
Professional Meetings	\$ 1,500.00	
Title Source	\$ 300.00	
Electricity	\$ 5,000.00	
Water	\$ 1,000.00	
Waste Disposal Services	\$ 1,500.00	
Bldg & Structure Maint.	\$ 1,500.00	
Equipment/Maint	\$ 1,500.00	
Equipment/Rental	\$ 1,500.00	
Dues	\$ 2,000.00	
Transfer to Other Services and Charges		
Professional Services		\$15,500.00
Engineering and Architects		\$10,500.00
Traveling Expense		\$ 1,500.00
Advertising & Public Notices		\$ 300.00
Total Transfers from line items	\$28,110.00	
Total Transfers to line items		\$28,110.00

ADOPTED THIS 12th DAY OF DECEMBER 2022.

NAY

AYE

_____	<i>Kathy Small</i>
_____	<i>Denn Eddleman</i>
_____	<i>Janet Stover</i>
_____	<i>Kenny Smith</i>
_____	<i>Lisa A. Helms</i>

ATTEST: *Kathy Small Secretary*
 Secretary North Madison County Public Library Board of Trustees

Interest Comparison for November 2022
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Actual Earnings for November

Bank	Current Interest Rat	Amount	Interest	Account Balance	Interest Earned
First Farmers	3.09%	\$ 205,317.27	\$513.73	\$ 205,317.27	\$ 513.73
Trust Indiana	3.57%	\$ 205,317.27	\$635.27		
Star Financial	0.20%	\$ 205,317.27	\$33.75	\$ 63,525.85	\$ 10.52
Star Financial	0.01%	\$ 205,317.27	\$1.68	\$ 737,848.14	\$ 6.36

Things to Consider:

Transferring surplus funds to First Farmers instead of opening new Trust Indiana account to keep funds local.

Transfer the Star Bank balance of \$63,525.85.

Transfer the December Property Tax settlement estimated \$300,000.

Transfer \$100,000 from Star operating account. Total investment \$668,843.12.

Bank	Int Rate	Amount	Interest
First Farmers	3.09%	\$ 668,843.12	\$1,698.67
Trust Indiana	3.75%	\$ 668,843.12	\$2,061.50

<u>Small</u>	<u>Medium</u>	<u>Large</u>	<u>Railroad Ess.</u>
8x10 \$10	11x14 \$15	16x20 \$25	20x20 \$25
8x12 \$12	12x18 \$18	16x24 \$28	

Orders can be taken for these 15 Marvin Crim paintings.

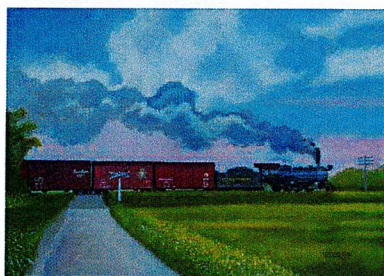
The plan is to make one trip to Anderson's Star Photo to pick up orders every Friday. When a patron places an order, please e-mail Sheri and me the size, name of the painting and patron's name and contact information with the subject "Star Photo Order".
© North Madison County Public Library System

PRR Freight Train

8 x 12

12 x 18

16 x 24

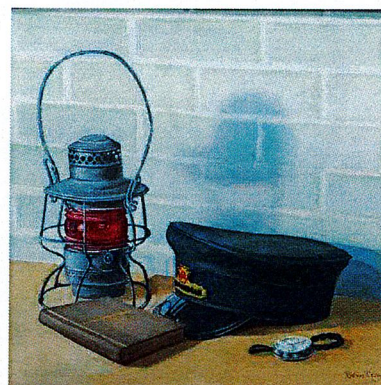


Railroad Essentials

8 x 8

12 x 12

20 x 20



EA&L 3

8 x 12

12 x 18

16 x 24



West Elwood Flyover

8 x 12

12 x 18

16 x 24

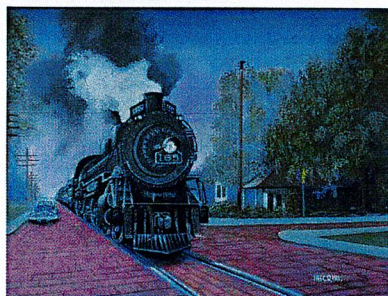


NKP 22 - S C

8 x 12

12 x 18

16 x 24

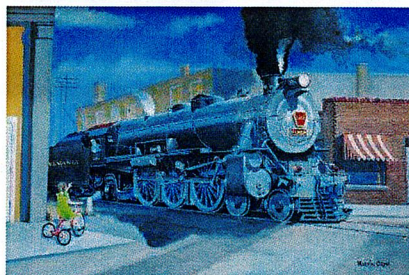


Girl Meets a Lady

8 x 12

12 x 18

16 x 24



<u>Small</u>	<u>Medium</u>	<u>Large</u>	<u>Railroad Ess.</u>
8x10 \$10	11x14 \$15	16x20 \$25	20x20 \$25
8x12 \$12	12x18 \$18	16x24 \$28	

Train of Tomorrow

- 8 x 10
- 11 x 14
- 16 x 20



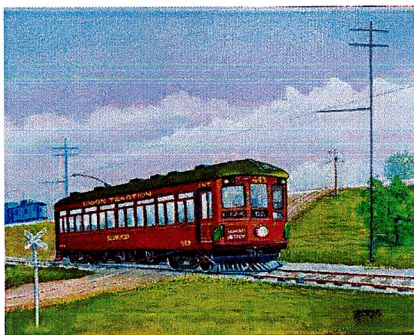
PRR Winter

- 8 x 10
- 11 x 14
- 16 x 20



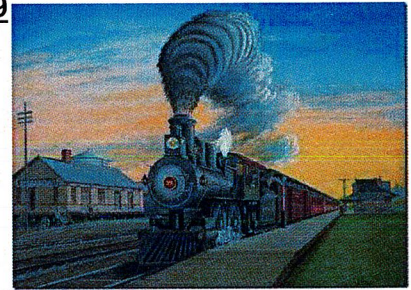
IC "ELWOOD"

- 8 x 10
- 11 x 14
- 16 x 20



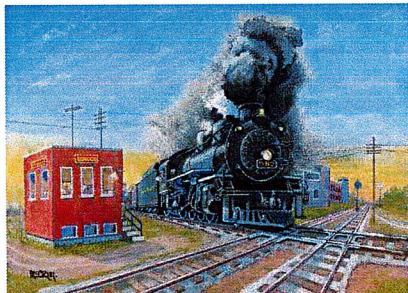
Locomotive 39

- 8 x 10
- 11 x 14
- 16 x 20



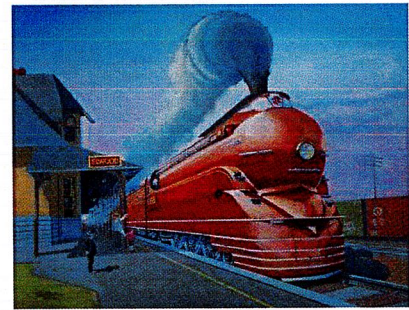
NKP 587

- 8 x 10
- 11 x 14
- 16 x 20



PRR 3768

- 8 x 10
- 11 x 14
- 16 x 20



IC 443

- 8 x 10
- 11 x 14
- 16 x 20



Crossing Shanty

- 8 x 10
- 11 x 14
- 16 x 20



Quincy

- 8 x 10
- 11 x 14
- 16 x 20





Nugent Electric Inc.

2106 Ohio Ave.
Anderson, IN 46016

Phone #

Fax #

7656438854

765-643-4520

E-mail

nugentelectric@comcast.net

PROPOSAL

DATE	ESTIMATE #
11/30/2022	8586

NAME / ADDRESS

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

Total may change due to increase of material cost.

Terms

Net 30

DESCRIPTION	COST	TOTAL
<p>RE: ELWOOD LIBRARY CHANDELIER LAMP REPLACEMENT</p> <p>LABOR AND MATERIAL FOR ELECTRICAL INSTALLATION TO REPLACE (10) 4-LAMP AND (6) 3-LAMP FLUORESCENT TWIN TUBE LAMPS WITH BALLAST BYPASS LED EQUIVALENT LAMPS. (58) TOTAL LAMPS TO BE REPLACED.</p> <p>WORK TO BE PERFORMED ON A STRAIGHT TIME BASIS. SALES TAX IS NOT INCLUDED</p>	2,786.00	2,786.00
SUBMITTED BY: MIKE SHORT		TOTAL \$2,786.00

We propose hereby to furnish material and labor--complete in accordance with above specifications.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our works are fully covered by Workman's Compensation Insurance.

ACCEPTANCE OF PROPOSAL-- 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.

Date of Acceptance 12/14/22

Signature Jamie Scott

Please forward a sales tax exemption certificate if your business is exempt.

Project Name: E/wood LIBRARY	Type: PLL
Part Number: 10 PLL/840/GL/BYP (34862)	Date:

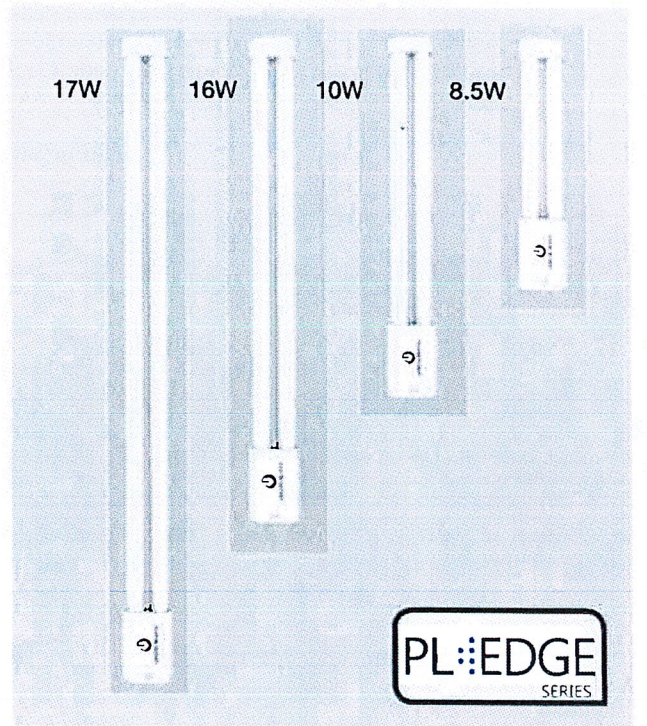


GREENCREATIVE

BYPASS PLL

FEATURES

- Integral driver suitable for 120-277V
- Replaces 18W / 24W / 36W / 40W 4-pin (2G11) CFL lamps
- High efficacy up to 129 LPW
- Opaque glass eliminates pixilation and reduces glare
- Plastic film prevents glass from shattering
- Extra wide 280° light emitting area
- Suitable for use in enclosed fixtures
- UL classified
- Fixture operating temperature: -4°F to 95°F (-20°C to 35°C)
Lamp ambient temperature: -4°F to 113°F (-20°C to 45°C)
- Rated lifetime (L70): 50,000hrs
- **5 year limited warranty*** / 10 year available
(see EXTENDED WARRANTIES table for information)
- Suitable for all indoor general lighting applications and damp locations




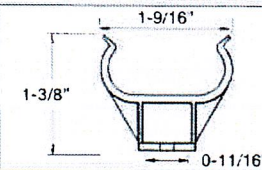
SPECIFICATIONS

Product	Model	Equiv.	Input Voltage	Wattage	Lumens	CCT	CRI	Efficacy (LPW)	Beam Angle	Power Factor	THD	Dim.**	Fixture Rating	DLC
34858	8.5PLL/835/GL/BYP	18W	120-277V	8.5	950	3500K	82	112	160°	0.9	<20%	No	Enclosed	N.A.
34859	8.5PLL/840/GL/BYP	18W	120-277V	8.5	980	4000K	82	115	160°	0.9	<20%	No	Enclosed	N.A.
34861	10PLL/835/GL/BYP	24W	120-277V	10	1,200	3500K	82	120	160°	0.9	<20%	No	Enclosed	N.A.
34862	10PLL/840/GL/BYP	24W	120-277V	10	1,250	4000K	82	125	160°	0.9	<20%	No	Enclosed	N.A.
34864	16PLL/835/GL/BYP	36W	120-277V	16	1,950	3500K	82	122	160°	0.9	<20%	No	Enclosed	N.A.
34865	16PLL/840/GL/BYP	36W	120-277V	16	2,000	4000K	82	125	160°	0.9	<20%	No	Enclosed	N.A.
34866	17PLL/830/GL/BYP	40W	120-277V	17	2,050	3000K	82	121	160°	0.9	<20%	No	Enclosed	N.A.
34867	17PLL/835/GL/BYP	40W	120-277V	17	2,150	3500K	82	126	160°	0.9	<20%	No	Enclosed	N.A.
34868	17PLL/840/GL/BYP	40W	120-277V	17	2,200	4000K	82	129	160°	0.9	<20%	No	Enclosed	N.A.
36983	17PLL/830/BYP/R	40W	120-277V	17	2,050	3000K	82	121	160°	0.9	<20%	Yes	Enclosed	✓
36984	17PLL/835/BYP/R	40W	120-277V	17	2,150	3500K	82	126	160°	0.9	<20%	Yes	Enclosed	✓
36985	17PLL/840/BYP/R	40W	120-277V	17	2,200	4000K	82	129	160°	0.9	<20%	Yes	Enclosed	✓

* Please visit www.greencreative.com for Limited Warranty terms.

** This lamp is dimmable when used with a dimming accessory (sold separately). It is not dimmable with a phase cut dimmer. please contact GREEN CREATIVE for more details.

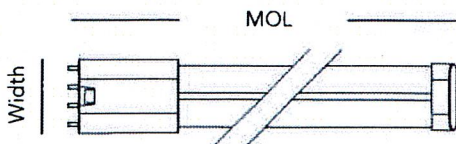
SUPPLIED ACCESSORY

Product	Model	Description	Picture	Dimension	Weight
98015	PLLCLIP	Support clip with adhesive back for quick installation			0.08oz



BYPASS PLL

DIMENSION & WEIGHT



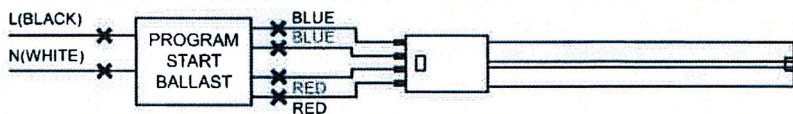
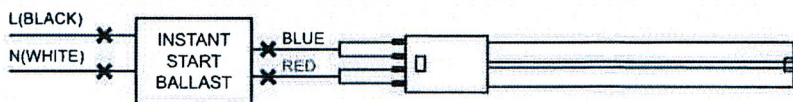
Model	8.5PLL/xxx/GL/BYP	10PLL/xxx/GL/BYP	16PLL/xxx/GL/BYP	17PLL/xxx/GL/BYP	17PLL/xxx/BYP/R
Base	2G11	2G11	2G11	2G11	2G11
MOL	8-15/16"	12-11/16"	16-7/16"	22-1/2"	22-1/2"
Width	1-11/16"	1-11/16"	1-11/16"	1-11/16"	1-11/16"
Weight	0.20lb	0.25lb	0.30lb	0.38lb	0.38lb

Where xxx means 524-965 which indicates CRI and color temperature.

INSTALLATION

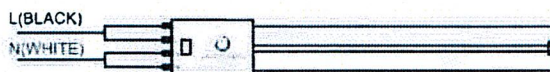
Step 1.

Cut all wires connected to the ballast, remove the ballast



Step 2.

Rewire the fixture according to the wiring configuration



ACCESSORY ORDERING INFORMATION

Product	Model	Description	Pictures	Dimensions
58012	35EMINVERTER	35W Emergency Inverter (Field Installation)		
98003	23EMDRIVER	California Title 20 Compliant 23W Emergency LED Driver (Field Installation)		

- Fixtures must be installed within 250' of inverter
- UL 924 listed for field installation
- Suitable for damp locations
- Galvanized steel enclosure with 36" conduit for wiring connections to the fixture
- Includes test switch and charge indicator accessory kit
- Replaceable and recyclable long-life high temperature nickel-cadmium battery



BYPASS PLL

EXTENDED WARRANTIES**

Model	Description***
8.5PLL/GL/BYP/10YEARWARRANTY	10 Year warranty for 8.5PLL/8xx/GL/BYP/yy
10PLL/GL/BYP/10YEARWARRANTY	10 Year warranty for 10PLL/8xx/GL/BYP/yy
16PLL/GL/BYP/10YEARWARRANTY	10 Year warranty for 16PLL/8xx/GL/BYP/yy
17PLL/GL/BYP/10YEARWARRANTY	10 Year warranty for 17PLL/8xx/GL/BYP/yy
17PLL/BYP/10YEARWARRANTY	10 Year warranty for 17PLL/8xx/BYP/yy

** Warranty based on a maximum of 4,368 annual operating hours (per year for ten years) and exposure to a maximum ambient temperature of 80°F / 27°C.
 *** xx - Refers to the CCT yy - Refers to model generations within the same nominal performance. Typically blank, 'R', or 'RC'.

CERTIFICATION INFORMATION

Product	Model	DLC ID#
36983	17PLL/830/BYP/R	S-LXK9N8
36984	17PLL/835/BYP/R	S-RB418T
36985	17PLL/840/BYP/R	S-89YH6A

Note: All rights reserved. All sizes and specifications are subject to change at any time without notice.

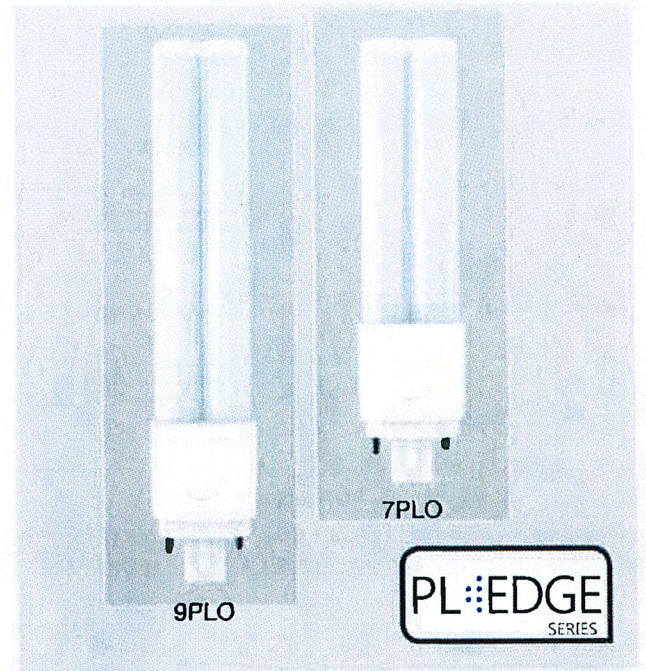
Project Name: ELWOOD LIBRARY	Type: PL
Part Number: 9PLO/840/HYBM	Date:



HYBM PL OMNI

FEATURES

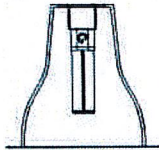
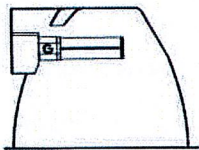
- Omni directional light distribution equivalent to fluorescent lamps
- May be installed horizontally and vertically
- HYBrid installation - DIrect or BYPass
- Replaces G24d, GX24d (2-pin), G24q & GX24q (4-pin) 13W-26W CFL lamps
- Compatible with magnetic ballasts* - DIrect installation
- Built-in universal voltage driver - Bypass installation
- Exceptional high efficacy up to 126 LPW
- UL Listed & UL Classified for damp locations
- Lamp ambient temperature: -4°F to 113°F (-20°C to 45°C)
- Fixture operating temperature: -4°F to 95°F (-20°C to 35°C)
- Rated lifetime (L70): 50,000hrs
- 5 year limited warranty*** / 10 year available (see EXTENDED WARRANTIES table for information)
- Lamp CCT falls within 4 SDCM for consistent CCT



SPECIFICATIONS

Horizontal Installation

Vertical Installation

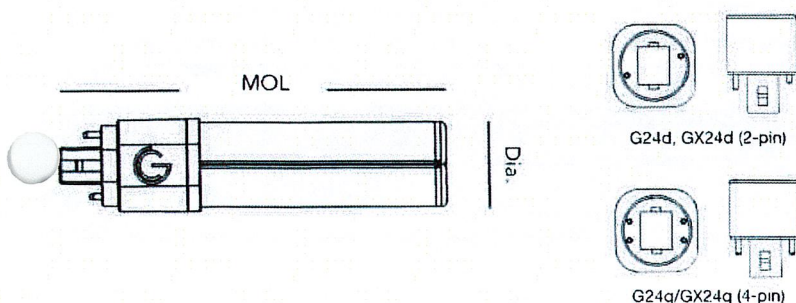


Product	Model	Equiv.	Input Voltage	Wattage	Lumens	CCT	CRI	Efficacy (LPW)	Power Factor	THD	Beam Angle	Dim.*	Fixture Rating**
34996	7PLO/827/HYBM	13W-18W	120-277V	7	770	2700K	82	110	0.9	<20%	360°	No	Enclosed
34997	7PLO/830/HYBM	13W-18W	120-277V	7	790	3000K	82	112	0.9	<20%	360°	No	Enclosed
34998	7PLO/835/HYBM	13W-18W	120-277V	7	820	3500K	82	117	0.9	<20%	360°	No	Enclosed
34999	7PLO/840/HYBM	13W-18W	120-277V	7	850	4000K	82	121	0.9	<20%	360°	No	Enclosed
35000	9PLO/827/HYBM	26W	120-277V	9	1,100	2700K	82	122	0.9	<20%	360°	No	Enclosed
35001	9PLO/830/HYBM	26W	120-277V	9	1,150	3000K	82	125	0.9	<20%	360°	No	Enclosed
35002	9PLO/835/HYBM	26W	120-277V	9	1,200	3500K	82	130	0.9	<20%	360°	No	Enclosed
35003	9PLO/840/HYBM	26W	120-277V	9	1,250	4000K	82	133	0.9	<20%	360°	No	Enclosed

* Ballast Dependent. Please refer to www.greencreative.com for full ballast compatibility list.

** Suitable for use in totally enclosed fixtures. Please make sure the minimum dimensions of the lamp compartment in the fixture meet the guidelines in the installation guide.

DIMENSION & WEIGHT



Model	7PLO/xxx/HYBM	9PLO/xxx/HYBM
Compatible base	G24d, GX24d, G24q & GX24q (2/4-pin CFL)	
MOL	5-11/16"	6-7/8"
Dia.	1-3/8"	1-3/8"
Weight	0.18 lb	0.22 lb

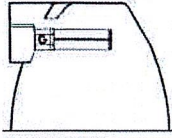
Where xxx means 827-865 which indicates CRI and color temperature

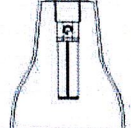


HYBM PL OMNI

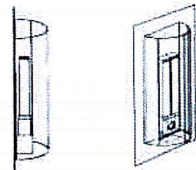
MINIMUM COMPARTMENT DIMENSIONS

Note – the base of this lamp is 1-3/8" by 1-3/8" and the opening in the reflector should be a minimum of 1-3/8" by 1-3/8" to insure a proper fit. For non-enclosed rated applications the minimum compartment must be follow below guidelines.

	Model Number		7PLO/xxx/HYBM	9PLO/xxx/HYBM
	Lamp Compartment Dimensions	Diameter	6-1/8"	6-1/8"
		Height	4-3/4"	4-3/4"
	Maximum Lamps in Luminaire		2	2
Lampholder-to-Lampholder Spacing		3/8"	3/8"	

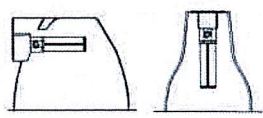
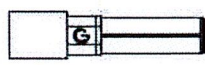
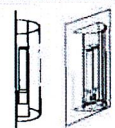
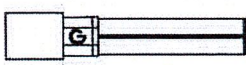
	Model Number		7PLO/xxx/HYBM	9PLO/xxx/HYBM
	Lamp Compartment Dimensions	Diameter	4-1/2"	6-5/16"
		Height	8-1/16"	9-1/16"
	Maximum Lamps in Luminaire		1	1

For enclosed rated applications the minimum compartment must be follow below guidelines.

	Model Number		7PLO/xxx/HYBM	9PLO/xxx/HYBM
	Lamp Compartment Dimensions	Length	11-13/16"	11-13/16"
		Width	6-5/16"	6-5/16"
		Height	2-3/4"	2-3/4"
	Maximum Lamps in Luminaire		2	2
Lampholder-to-Lampholder Spacing		1-7/8"	1-7/8"	

Where xxx means 824-965 which indicates CRI and color temperature.
Product warranty is defined based on the condition of above minimum compartment size maximum lamps in glass/metal luminaire

TEMPERATURE

Fixture operating temperature		Lamp ambient temperature	
 <p>Non-enclosed Fixture</p>	-4°F to 95°F (-20°C to 35°C)	 <p>7PLO/xxx/HYBM</p>	-4°F to 113°F (-20°C to 45°C)
 <p>Wall Mounted Enclosed Fixture</p>		 <p>9PLO/xxx/HYBM</p>	

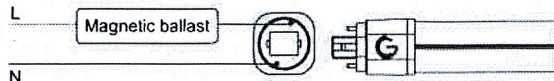
Where xxx means 824-965 which indicates CRI and color temperature.



HYBM PL OMNI

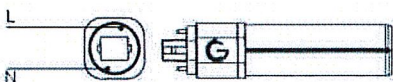
HYBrid Installation - DIRect or BYPass - Magnetic Ballasts

When used with a magnetic ballast, the PLO lamp can function as a plug & play lamp and operate with the existing ballast.

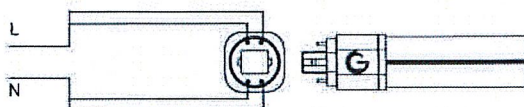


OR

If the ballast is not compatible, it can be bypassed and the lamp can run directly off line voltage.



G24d, GX24d (2-pin)



G24q/GX24q (4-pin)

ACCESSORY ORDERING INFORMATION

Product	Model	Description	Pictures	Dimensions
98003	23EMDRIVER	California Title 20 Compliant 23W Emergency LED Driver (Field Installation)		

EXTENDED WARRANTIES****

Model	Description*****
7PLO/HYBM/10YEARWARRANTY	10 Year warranty for 7PLO/8xx/HYBM/yy
9PLO/HYBM/10YEARWARRANTY	10 Year warranty for 9PLO/8xx/HYBM/yy

**** Warranty based on a maximum of 4,353 annual operating hours (per year for ten years) and exposure to a maximum ambient temperature of 80°F / 27°C

***** xx - Refers to the CCT yy - Refers to model generations within the same nominal performance. Typically blank, 'R', or 'RC'

Note: All rights reserved. All sizes and specifications are subject to change at any time without notice.

Date/Time: Dec. 8. 2022 12:39PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
6610	Memory TX	call leader	P. 1	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	E. 6) Destination does not support IP-Fax

Agenda

December 12, 2022

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
4:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Summitville South Pavilion
- New Business
 - 1. Transfer of Appropriations Resolution
 - 2. Investments
 - 3. Assistant Treasurer – Bank Account Signature Cards
 - 4. Print Costs for Odd Sizes – 8x12, 12x18 and 16x24
 - 5. Allowing Easier Access to Library Cards for Students
- Director's Report
- Public Comment
- Adjournment

Please Publish

* * * Communication Result Report (Dec. 8. 2022 12:40PM) * * *

1)
2)

Date/Time: Dec. 8. 2022 12:39PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
6611	Memory TX	Herald-Bulletin	P. 1	OK	

Reason for error

- E. 1) Hang up or line fail
- E. 2) Busy
- E. 3) No answer
- E. 4) No facsimile connection
- E. 5) Exceeded max. E-mail size
- E. 6) Destination does not support IP-Fax

Agenda

December 12, 2022

North Madison County Public Library System
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Regular Meeting
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Please
Publish

* * * Communication Result Report (Dec. 8. 2022 12:41PM) * * *

1)
2)

Date/Time: Dec. 8. 2022 12:39PM

File No.	Mode	Destination	Pg (s)	Result	Page Not Sent
6612	Memory TX	Summitville FAX	P. 1	OK	

Reason for error
 E. 1) Hang up or line fail
 E. 2) Busy
 E. 3) No answer
 E. 4) No facsimile connection
 E. 5) Exceeded max. E-mail size
 E. 6) Destination does not support IP-Fax

Agenda

December 12, 2022

North Madison County Public Library System
 Board of Trustees

Elwood Public Library

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* * * Communication Result Report (Dec. 8. 2022 12:42PM) * * *

1}

Date/Time: Dec. 8. 2022 12:39PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
6613 Memory TX	Frankton FAX	P. 1	OK	

Reason for error

E. 1) Hang up or line fail

E. 3) No answer

E. 5) Exceeded max. E-mail size

E. 2) Busy

E. 4) No facsimile connection

E. 6) Destination does not support IP-Fax

Agenda

December 12, 2022

North Madison County Public Library System
Board of TrusteesElwood Public LibraryRegular Meeting
4:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Summitville South Pavilion

New Business

1. Transfer of Appropriations Resolution

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3. Assistant Treasurer – Bank Account Signature Cards

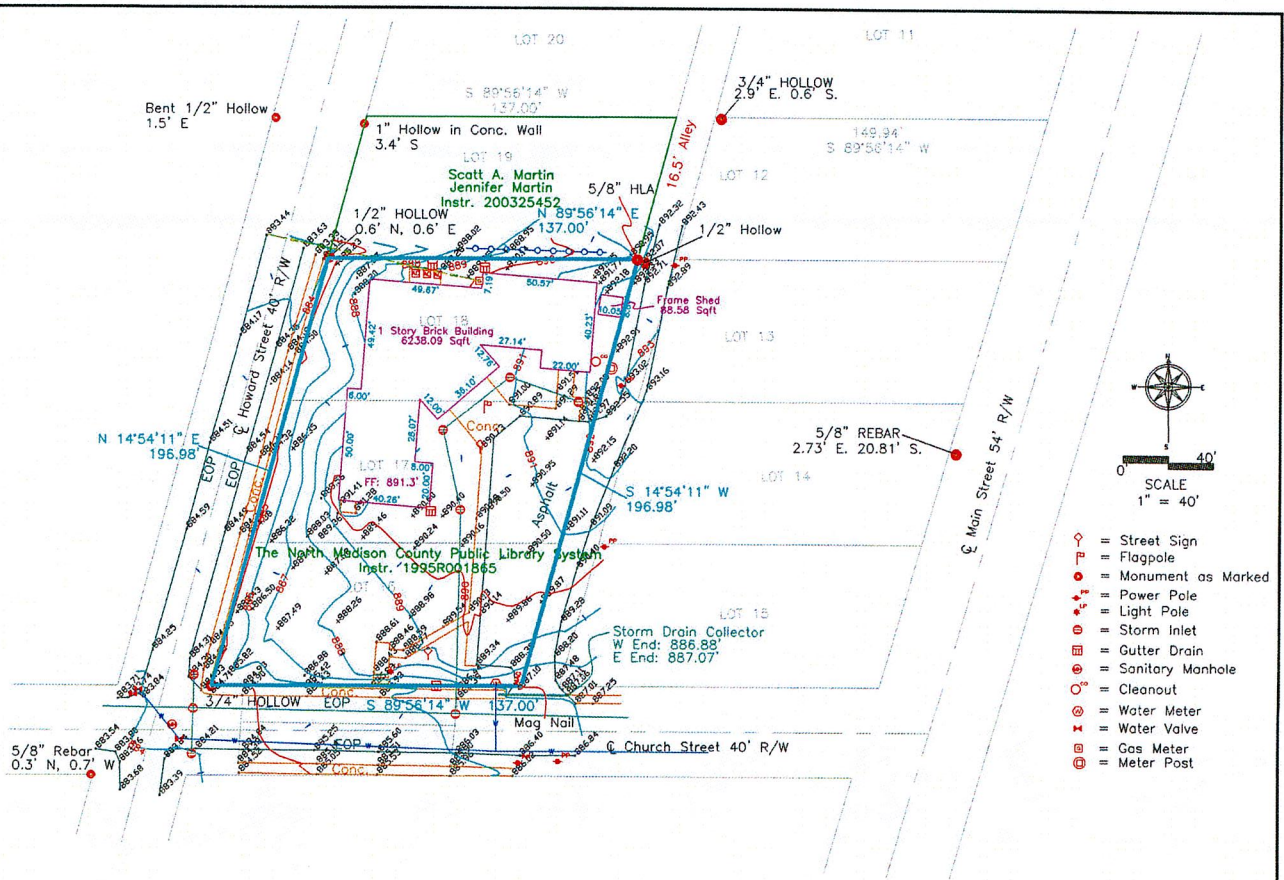
4. Print Costs for Odd Sizes – 8x12, 12x18 and 16x24

5. Allowing Easier Access to Library Cards for Students

Director's Report

Public Comment

Adjournment



Lots Numbered 16, 17, and 18 in the Original Plat of the Town of Summitville, Indiana.

I hereby certify that to the best of my information, knowledge and belief the within plat represent a survey, executed according to survey requirements in 865 IAC 1-12-7 made under my supervision and completed on November 9, 2022.

Haldon L. Ashton
 Registered Land Surveyor LS80040149
 Haldon L. Ashton



Surveyor's Note

The Relative Positional Accuracy (due to random errors in measurement) of the corners of the subject tract established this survey is within the specifications for an Urban (more or less 0.07 feet) Survey.

1. In accordance with the Indiana Survey Standards as defined in Indiana Administrative Code 865 IAC 1-12-7 ("Rule 12"), the following opinions and observations are submitted regarding uncertainties in the location of the lines and corners established by this survey as a result of: a. Availability, condition and integrity of reference monuments; b. Record documents; c. Lines of occupation; and d. Measurements (Theoretical Uncertainty). There may be unwritten rights associated with these uncertainties.

Reference Monuments

- There is a 1/2-inch pipe marking the Southwest corner of Lot 16.
- There is a 1-inch pipe in a concrete wall located 0.6 feet North of the Northwest corner of Lot 18.
- There is a 5/8-inch rebar 0.5 feet North of the Northwest corner of Lot 22.
- There is a 1-inch pipe in a concrete wall 3 feet South of the Northwest corner of Lot 19.
- There is a 3/4-inch pipe at the Northwest corner of Lot 23.
- Our Firm formerly staked Lot 8.
- There is a 1/2-inch pipe 3 feet East of the Northeast corner of Lot 18.

Occupation

The fence on the North is 4 feet North of the boundary line.

Record Descriptions

No monumentations are shown by the plat.
 The Original Plat of Summitville divides the lots 4 rods wide by 8 rods 5 feet long with a 1 rod alley (no angles given).
 There is a 2.7 foot shortage between Church Street and Mill Street, as a result, the distance along Howard Street is 196.98 feet, but platted 198 feet.
 The bearings shown on this drawing are based on the State Plane Coordinate System, instead of assumed datum.

2. Flood Zone:

- a. The within tract does not lie within that Special Flood Hazard Zone A as said tract plots by scale on Community Panel #18095C0110D of the Flood Insurance Rate Maps for Madison County, Indiana (Maps Dated: 05/03/2011).
- b. The minimum flood risk was verified by the INDNR Flood Plain Information Portal—dated: November 9, 2022.
3. Ownership shown hereon is per County Records or as indicated in title work provided by others.
4. The within survey was performed without benefit of evidence of source of title and is subject to any statement of facts revealed by same. This qualification will be removed upon receipt and inspection of current title work and copies of Schedule B items listed herein.

HAZELBAKER LIBRARY - COVERED PATIO

PROJECT INFO:

EXISTING BUILDING - NO WORK TO EXISTING BUILDING

PROJECT LOCATION:
SUMMITVILLE LIBRARY
1013 W CHURCH STREET
SUMMITVILLE, IN 46070

OWNER'S REPRESENTATIVE:
MRS. JAMIE SCOTT, DIRECTOR
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
765-552-5001 EXT 1113
JSCOTT@ELWOOD.LIB.IN.US

PROJECT DESCRIPTION:
EXTERIOR COVERED PATIO

STATE CODE REVIEW:
CLASS 1 STRUCTURE - YES

OCCUPANCY CLASSIFICATION:
ASSEMBLY, GROUP A3

BUILDING CONSTRUCTION TYPE:
VB, 1 STOR, 6,000SF

FIRE SUPPRESSION SYSTEM:
NONE

FIRE ALARM SYSTEM:
NONE

SQUARE FOOTAGE: 6,000 SF
EXISTING = 6,000 SF, BUILDING
PROPOSED = 680 SF, COVERED PATIO

SHEET INDEX:

A0 - PROJECT INFORMATION AND NOTES
ELEVATION AND NOTES
SECTION AND NOTES

A1 - FOUNDATION PLAN AND NOTES
FLOOR PLAN AND NOTES

A2 - FRAMING PLAN AND NOTES
ROOF FRAMING PLAN AND NOTES

PROJECT NOTES:

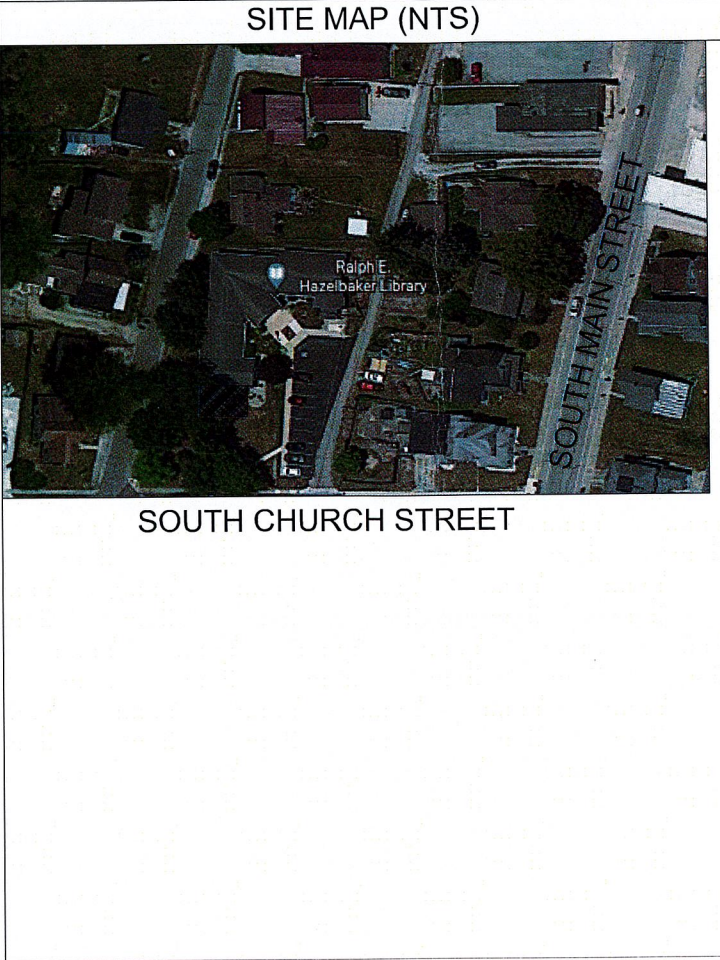
- ALL WORK SHALL CONFORM TO ALL CODES, ORDINANCES, AND REGULATION OF ALL AUTHORITIES HAVING JURISDICTION OVER THIS WORK WHETHER SHOWN IN THESE DOCUMENTS OR NOT.
- ALL EQUIPMENT TO BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND IN COMPLIANCE WITH LOCAL AND RELEVANT CODES.
- ANY CHANGES PROPOSED BY THE CONTRACTOR OR SUBCONTRACTORS IN CONFLICT WITH THE CONTRACT DOCUMENTS ARE TO BE SUBMITTED TO THE ARCHITECT IN WRITING FOR APPROVAL PRIOR TO CONSTRUCTION.
- CONTRACTOR SHALL SECURE AND PAY FOR ALL NECESSARY PERMITS, INSPECTIONS AND INSURANCE CALLED FOR BY LAW.
- COORDINATE THE WORK WITH OTHER TRADES AS IT PROGRESSES. LAYOUT THE PIPING AND COORDINATE WITH THE BUILDING FRAMING, LIGHTING ETC. VERIFY THE EXACT ROUGH-IN LOCATIONS OF FIXTURES WITH THE ARCHITECTURAL FLOOR PLANS. FURNISH ROUGH-IN DATA TO OTHER TRADES AS REQUIRED TO COORDINATE FOR PLUMBING SYSTEMS AND EQUIPMENT.
- FIRST FLOOR WIRING SHALL BE CONCEALED INSIDE WALLS AND ABOVE THE CEILING. EXPOSED WIRING IS NOT PERMITTED.
- ALL MEASUREMENTS SHOWN HEREIN ARE ROUNDED TO THE NEAREST 1/4". FIELD VERIFY ALL MEASUREMENTS PRIOR TO ANY MANUFACTURING, ORDERING OR WORK.
- EXTERIOR CAULK: EXTERIOR CAULK SHALL BE TREMCO DYMONIC. CAULK SHALL MATCH IN COLOR ITS FINAL SURROUNDINGS.

ABBREVIATIONS:

AF - ABOVE FINISH FLOOR
BTM - BOTTOM
CL - CENTER LINE
CMU - CONCRETE MASONRY UNIT
EQ - EQUAL
OC - ON CENTER
TBD - TO BE DETERMINED

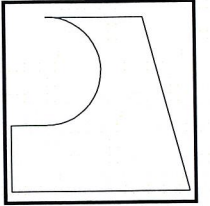
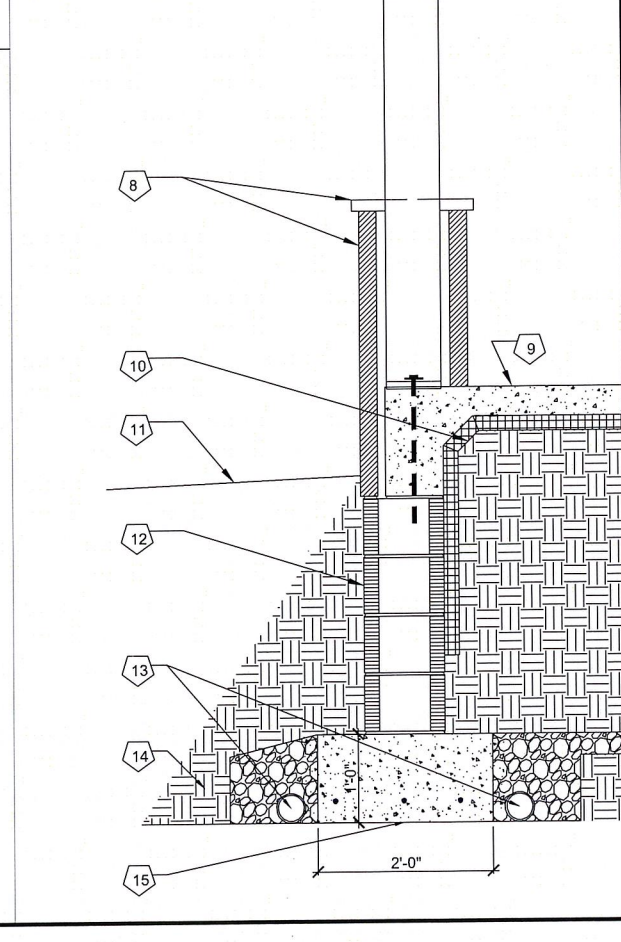
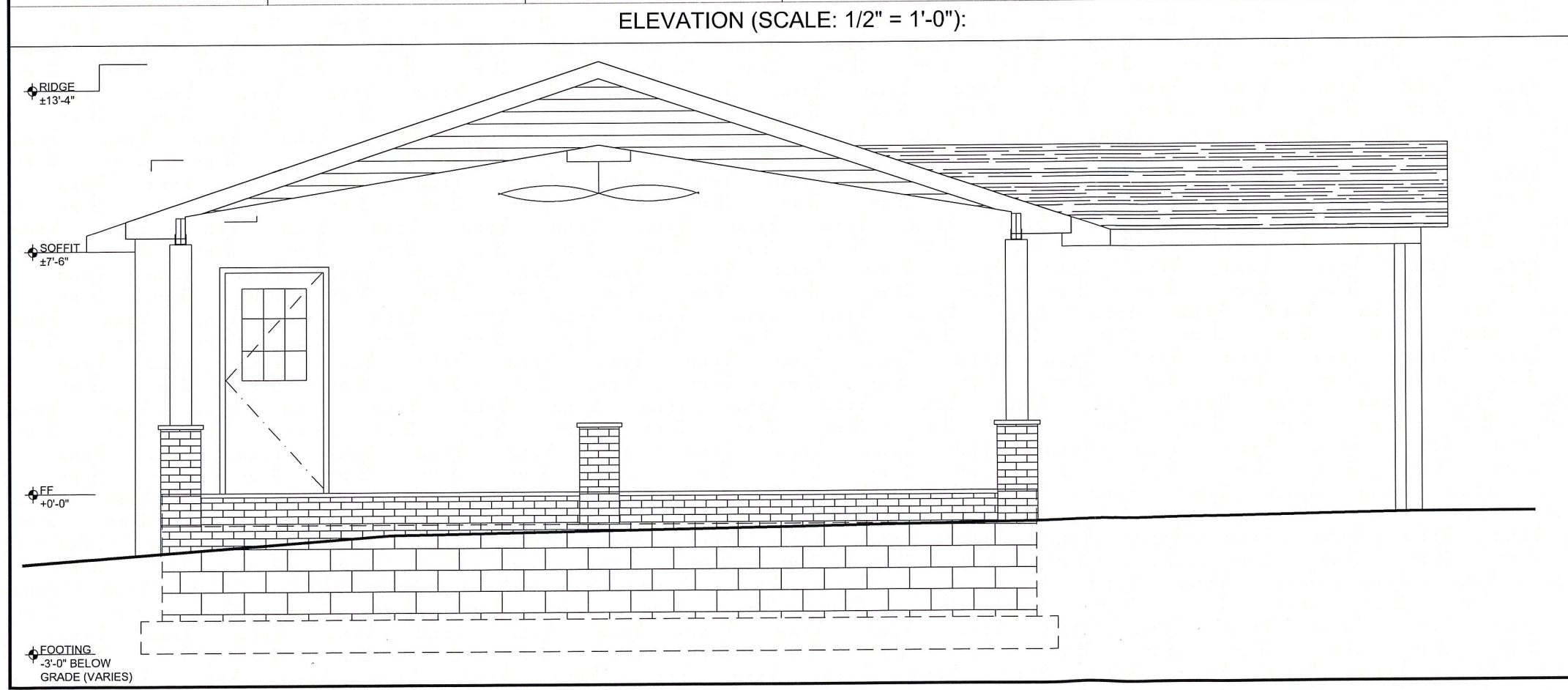
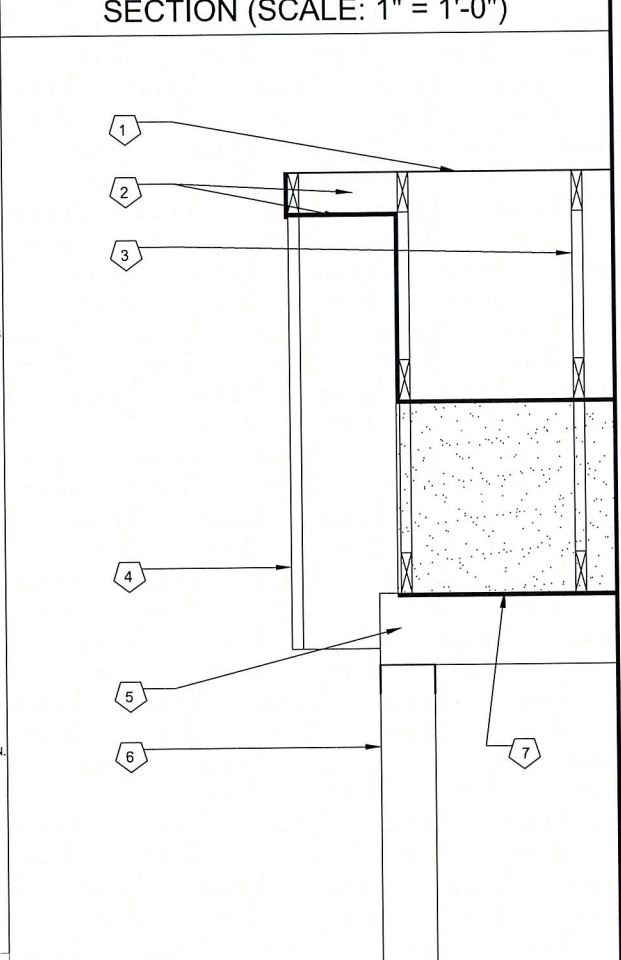
ELEV NOTES:

- INSTALL NEW ROOF SYSTEM FOR ENTIRE ROOF PER CERTAINTED'S "INTEGRITY ROOF SYSTEM" TO INCLUDE: WINTERGUARD, DIAMOND DECK, CERTAINTED SHINGLES AND RIDGE VENT(S). INSTALL PER MANUFACTURER'S WRITTEN INSTRUCTIONS. IF SPRAY FOAM INSULATION IS USED, ELIMINATE RIDGE VENT.
- SHINGLES: CERTAINTED LANDMARK DESIGNER'S SERIES. COLOR TBD OWNER.
- INSTALL NEW METAL DRIP EDGE AT PERIMETER OF ENTIRE ROOF. COLOR SHALL MATCH FASCIA, GUTTERS AND DOWNSPOUTS. COLOR TO BE BLACK.
- ALUMINUM 6" GUTTERS AND 4" DOWN SPOUTS. DOWN SPOUTS TO TERMINATE INTO GROUND SLEEVES. COORDINATE DOWN SPOUTS WITH FRENCH DRAIN/SLEEVE INSTALLATION. SEE ELEVATION SHEETS FOR LOCATIONS. LEAF GUARD AT ALL GUTTERS, COLOR TO MATCH GUTTERS.
- PROVIDE CONTINUOUS ALUMINUM FASCIA AND SOFFIT AT ALL OVERHANGS. OVERHANGS/SOFFITS ARE 12". IF USING BATT INSULATION IN ATTIC - PROVIDE VENTED SOFFIT PANELS. IF USING SPRAY FOAM INSULATION - PROVIDE NON-VENT SOFFIT PANELS. SOFFIT COLOR TO BE BLACK. PROVIDE J, F OR C CHANNELS AS NEEDED FOR PROPER INSTALLATION.
- WINDOW/DOOR. SEE DOOR AND WINDOW SCHEDULES.
- ATTIC GABLE VENT - IF SPRAY FOAM INSULATION IS USED, ELIMINATE ATTIC VENTS.
- NOT USED - CHIMNEY.
- FINAL EXTERIOR WALL FINISHES SELECTED BY OWNER. HORIZONTAL LAP FIBER CEMENT SIDING WITH 6" EXPOSURE SHOWN AT GABLES; FIBER CEMENT BOARD AND BATTEN SHOWN AT WALLS.
- TRIM BOARDS (BORAL TRIM, FIBER CEMENT TRIM, OR MIRATEC TRIM) PRIME AND PAINT PER MANUFACTURER'S REQUIREMENTS. 4" CORNER BOARDS AND DOOR/WINDOW TRIMS, 6" WALL TOP AND GABLE END, 2" WATER TABLE. PROVIDED FULL PIECE TRIMS AS NEEDED BETWEEN DOORS AND WINDOWS. BORAL MUST BE USED AT ROOF AND GROUND CONTACT LOCATIONS.
- BRICK VENEER AT FOUNDATION WALL AND POSTS.
- SCISSOR TRUSSES.
- GRADE. FINAL GRADE SHOULD BE AT LEAST 8" BELOW GARAGE FINISH FLOOR ELEVATION AND SHOULD SLOPE AWAY FROM HOUSE.



SECTION NOTES:

- ROOF - SEE ROOF PLAN.
- SITE BUILT LADDER - SEE ROOF PLAN, VENTED SOFFIT.
- TRUSSES - SEE FRAMING PLAN. PROVIDE HORIZONTAL SUPPORTS AND TIES AS REQUIRED BY TRUSS MANUFACTURER'S ENGINEERED DRAWINGS. PROVIDE HURRICANE CLIPS/RAFTER TIES AT EACH TRUSS TO BEAM CONNECTION.
- FASCIA - SEE ROOF PLAN.
- LVL - SEE FRAMING PLAN. PROVIDE CONCEALED SIMPSON BEAM-POST CAP CONNECTORS. PROVIDE CORNER CONNECTOR AT CORNERS. WRAP/TRIM WITH PAINTED WOOD, BORAL, FIBER CEMENT, SMART TRIM, ETC - TBD BY OWNER.
- POST - SEE FRAMING PLAN. PROVIDE CONCEALED SIMPSON POST BASE CONNECTOR AND ANCHOR BOLTS AS RECOMMENDED BY MANUFACTURER. WRAP/TRIM WITH PAINTED WOOD, BORAL, FIBER CEMENT, SMART TRIM, ETC - TBD BY OWNER.
- CEILING FINISH TBD BY OWNER. OPTIONS ARE VINYL, BEAD BOARD, T+G CEDAR, FIBER CEMENT PANELS, ETC. PROVIDE EDGE TRIMS AS NEEDED TO MATCH CEILING AND BEAM/POST WRAPS.
- LIMESTONE CAP AND BRICK VENEER - SEE FOUNDATION AND FLOOR PLANS. CAP TO BE 1 1/2" THICK; CHAFFER CORNERS. CAULK CAP AT POSTS - MATCH PAINT. BRICK VENEER AND MORTAR, ANCHORS, FLASHING AND WEEPS AS REQUIRED BY MANUFACTURER.
- TURNDOWN SLAB - SEE FOUNDATION PLAN.
- 2" RIDIG INSULATION FOR BELOW GRADE.
- GRADE - SLOPE AWAY FRO FOUNDATION 2%.
- CMU FOUNDATION WALL - SEE FOUNDATION PLAN.
- FRENCH DRAIN - SEE FOUNDATION PLAN.
- UNDISTRUBED EARTH.
- POURED CONCRETE FOOTING - SEE FOUNDATION PLAN.



PRESERVATION WORKS, LLC
3700 S MADISON STREET
MUNCIE, IN 47302
912.855.3400
CYNTHIA HUNTER, RA, RID
cynthiah@preservation-works.com

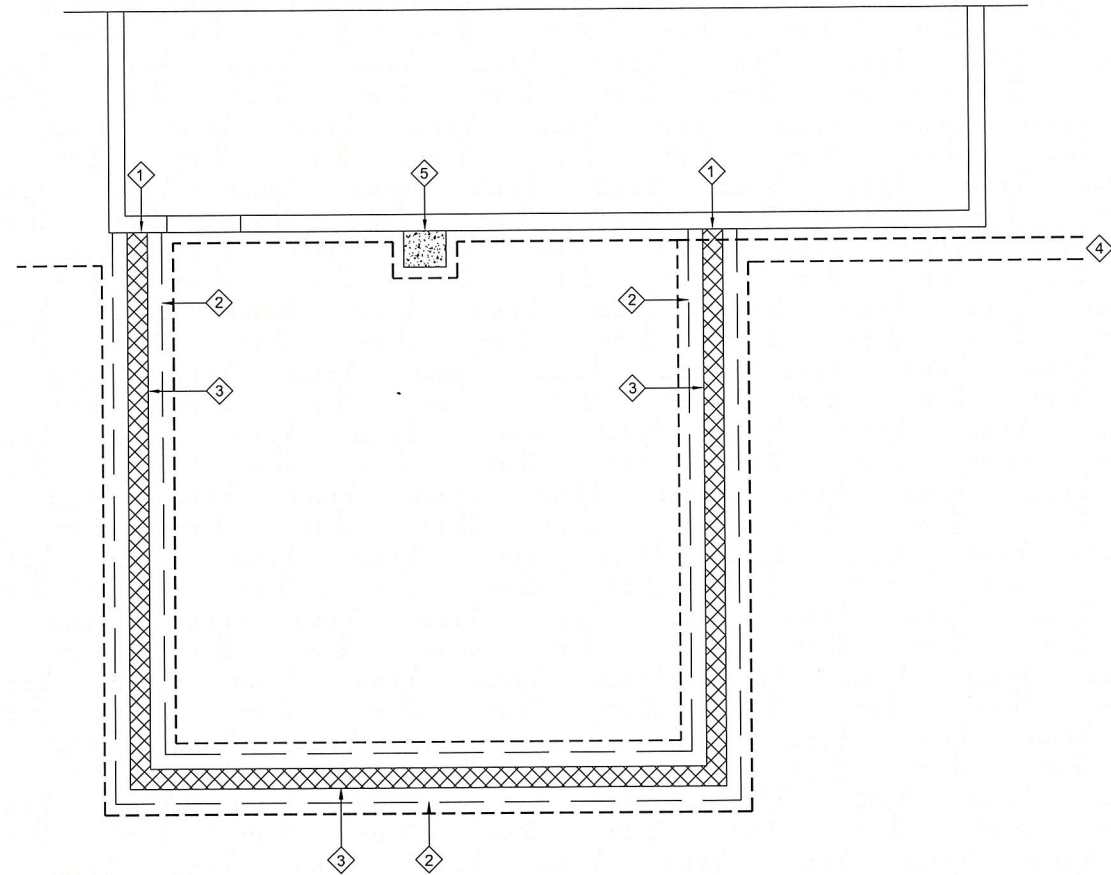
ITEM	DATE
##	

HAZELBAKER LIBRARY
COVERED PATIO
1013 W CHURCH STREET
SUMMITVILLE, IN 46070

date: 11.11.2022
job number: 2022-05
drawn by: CJH
checked by: CJH

A1

FOUNDATION PLAN (SCALE: 1/4" = 1'-0")



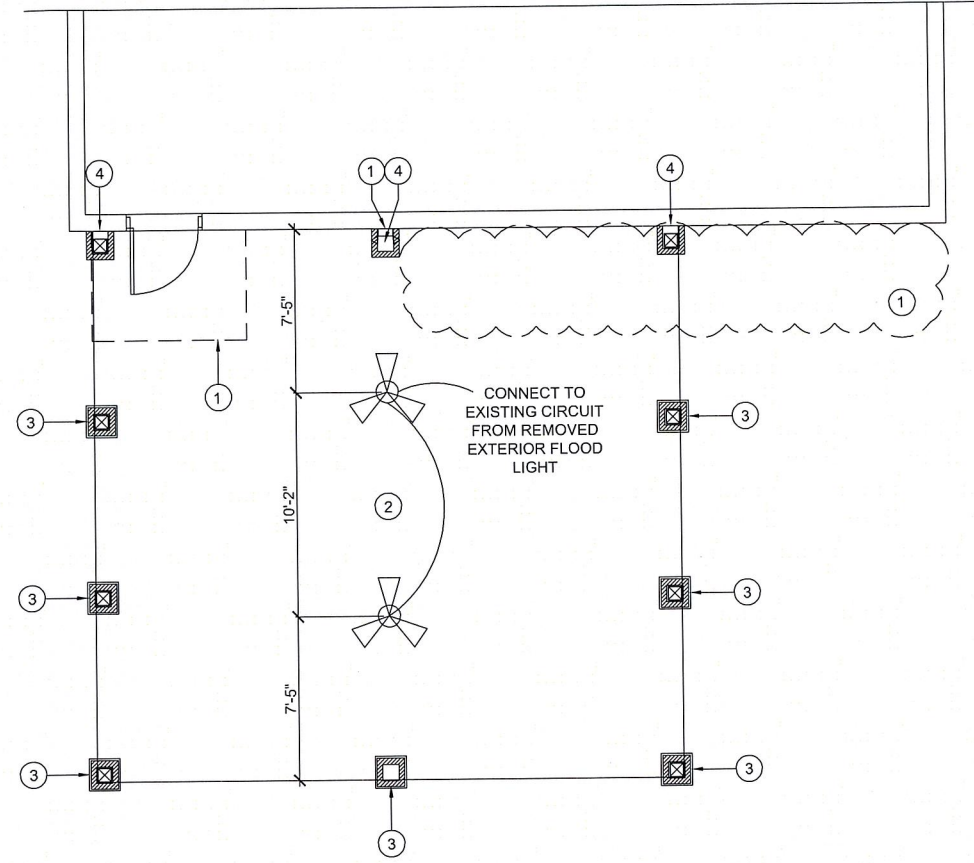
FOUNDATION PLAN LEGEND

- EXISTING FOUNDATION AND WALL LOCATIONS TO REMAIN
- NEW FOOTING AND FOUNDATION WALL
- NEW POURED PIER
- NEW FRENCH DRAIN LOCATION

FOUNDATION PLAN NOTES

1. TIE NEW FOOTING AND FOUNDATION WALL INTO EXISTING. EXISTING FOUNDATION AND WALL LOCATIONS TO REMAIN - CONDITION OF EXISTING ITEMS UNKNOWN. REPAIRS/REPLACEMENT TO BE DETERMINED IN FIELD.
2. 12" X 24" POURED CONCRETE FOOTING. 3) #5 REBAR INSTALLED, 3" CLEAR. BOTTOM OF FOOTING TO BE 36" MIN BELOW GRADE.
3. 12" CMU FOUNDATION WALL. GROUT FILLED WITH REBAR AT ALL ANCOR BOLTS AND UNDER ALL POSTS. REBAR AT 48" OC. INSTALL WATER PROOF SEALER AND MEMBRANE AT ALL FOUNDATION WALLS AND TOP OF FOOTING TO PREVENT CAPILLARY ACTION. PROVIDE 2" RIGID INSULATION AT INTERIOR OF WALL AND UNDER SLAB TO 24" OUT FROM WALL.
4. INSTALL INTERIOR AND EXTERIOR PERIMETER FRENCH DRAIN AT BOTTOM OF FOOTING - 6" PERFORATED AND SOCKED DRAIN PIPE. COVER WITH 12" MINIMUM GRAVEL AND FILTER FABRIC. CONNECT ALL DOWNSPOUTS TO FRENCH DRAIN PIPE. SLOPE PIPE AWAY FROM FOUNDATION WALL AND DAYLIGHT TO LOCATION DETERMINED BY OWNER, GC AND SITE CONTRACTOR. INTERIOR DRAIN SHALL BE PLACED UNDER FOOTING AT LOCATION AS DETERMINED BY SITE CONTRACTOR. CONNECT NEW DOWNSPOUTS TO DRAIN.
5. 24"X24" POURED CONCRETE PIER FOR POST. BOTTOM OF FOOTING TO BE 36" MIN BELOW GRADE.

FLOOR PLAN (SCALE: 1/4" = 1'-0")

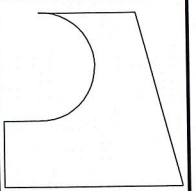


FLOOR PLAN LEGEND

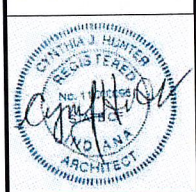
- EXISTING WALL LOCATIONS TO REMAIN
- ITEMS TO REMOVE/DEMOLISH
- EXTERIOR RATED LIGHT AND FAN
TBD BY OWNER
CENTER IN PATIO

FLOOR PLAN NOTES

1. DEMOLITION - REMOVE EXISTING STOOP IN ITS ENTIRETY. REMOVE PLANTS, TREE AND LANDSCAPING AS NECESSARY FOR CONTRACTOR ACCESS AND PROJECT COMPLETION. THIS MAY INCLUDE THE REMOVAL OF A LARGE SITE TREE - CONTRACTOR SHALL COORDINATE TREE REMOVAL IF NECESSARY.
2. POURED CONCRETE SLAB WITH TURNED DOWN FOOTINGS. MATCH ELEVATION HEIGHT OF EXISTING LIBRARY FINISH FLOOR. THIS ALLOWS FOR ADA ACCESS FROM THE LIBRARY. SLAB TO HAVE 4" THICKNESS, BROOM FINISH AND SEALANT. INSTALL WWM, 6 MIL VAPOR BARRIER AND REBAR WHERE REQUIRED. SAW CUT CONTROL JOINTS IN EQUAL AND EVENT PATTERN.
3. PRESSURE TREATED 8X8 POST. INSTALL TO SLAB WITH SIMPSON POST BASE CONNECTOR - SIMPSON ABU88HDG 8X8 ADJUSTABLE POST BASE - HOT DIP GALVANIZED. POSTS, NOT AJACENT TO LIBRARY, WILL HAVE 2'-0" HIGH BRICK VENEER (MATCH LIBRARY - OR USE CONTRACTING STONE VENEER) CAPPED WITH LIMSTONE CAP WITH 1" OVERHANG.
4. PRESSURE TREATED 8X8 POST. INSTALL TO SLAB/PIER WITH SIMPSON POST BASE CONNECTOR - SIMPSON ABU88HDG 8X8 ADJUSTABLE POST BASE - HOT DIP GALVANIZED. POSTS WILL HAVE FULL HEIGHT BRICK VENEER - TO MATCH PILASTER DETAIL AT FRONT OF EXISTING LIBRARY.



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ITEM	DATE

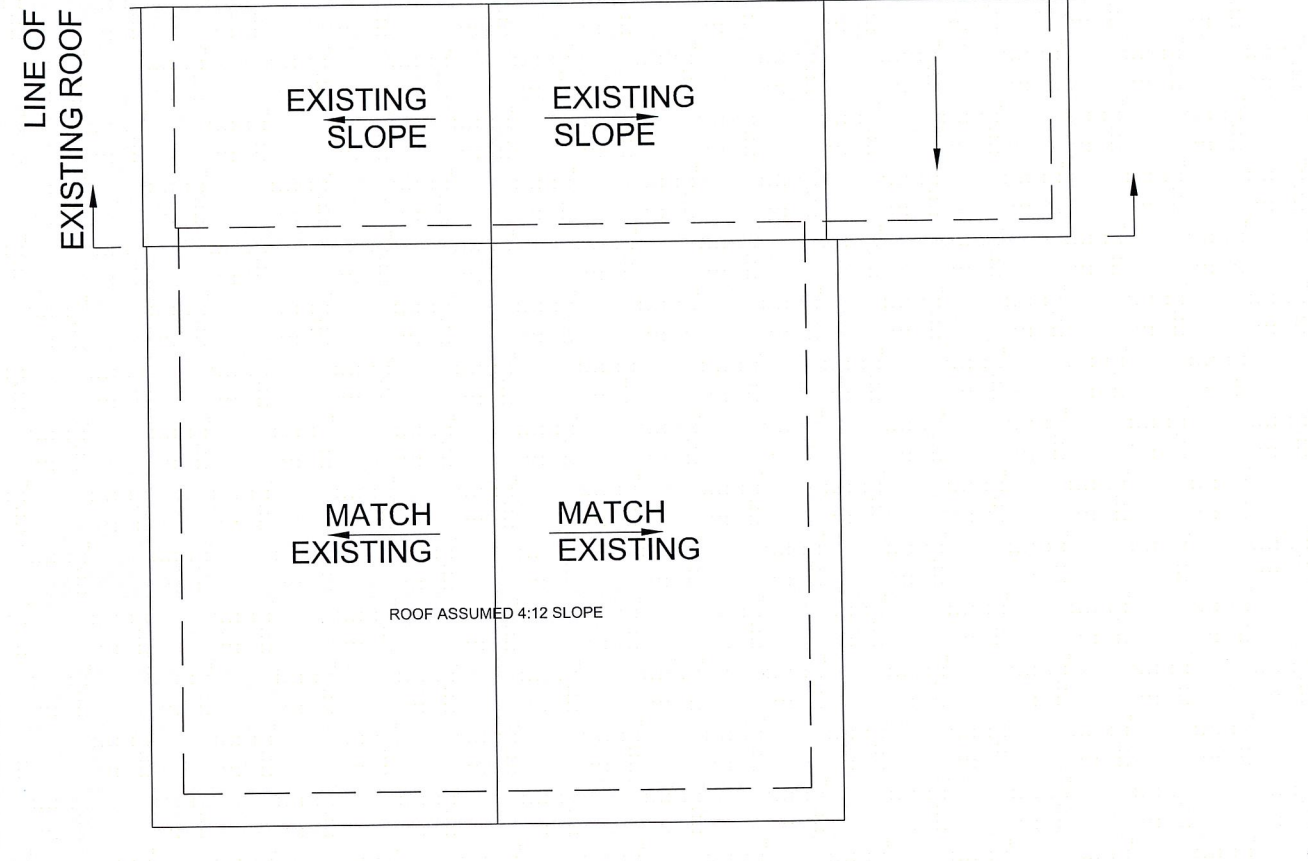
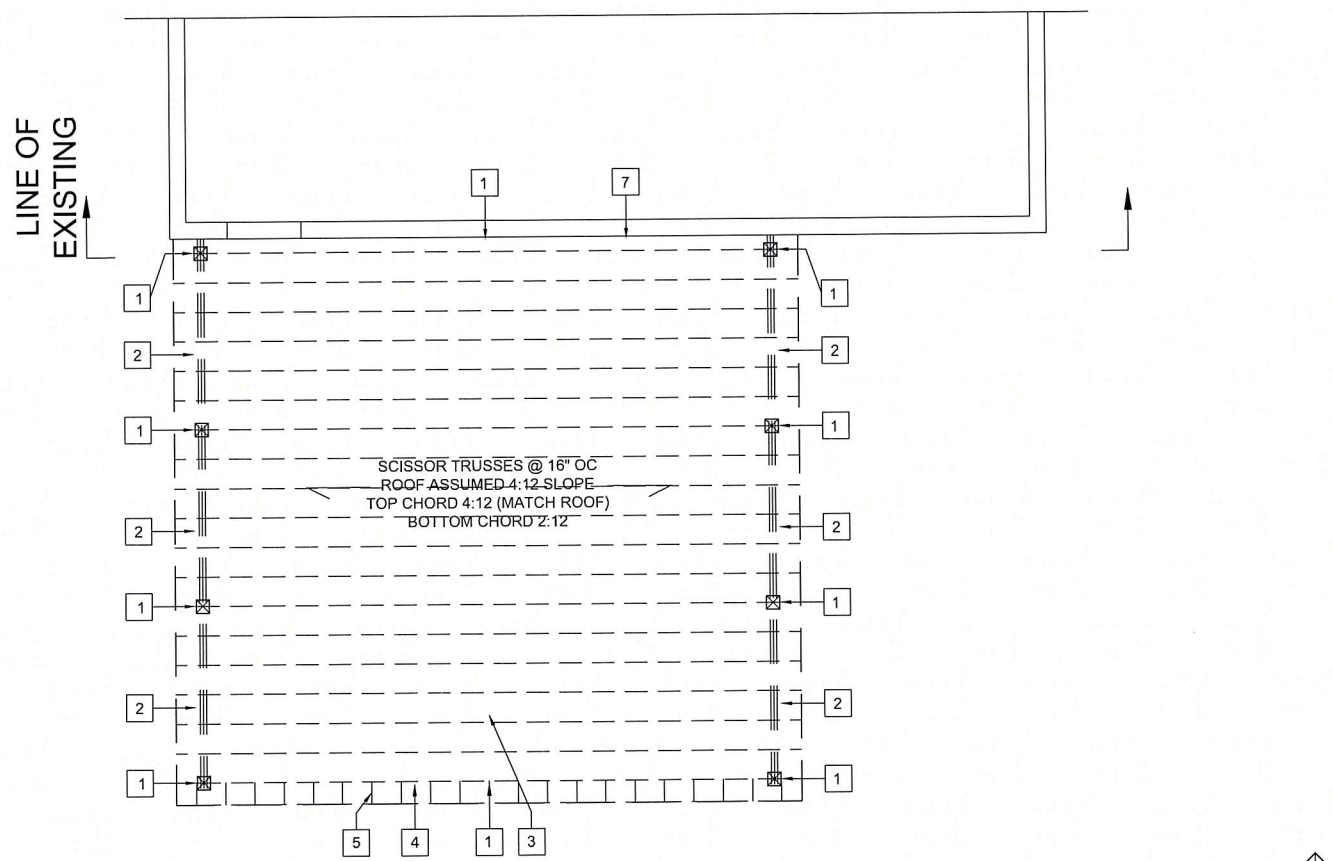
HAZELBAKER LIBRARY
COVERED PATIO
1013 W CHURCH STREET
SUMMITVILLE, IN 46070

date: 11.11.2022
job number: 2022-05
drawn by: CJH
checked by: CJH

A1

FRAMING PLAN (SCALE: 1/4" = 1'-0")

ROOF PLAN (SCALE: 1/4" = 1'-0")



FRAMING PLAN LEGEND

FRAMING PLAN NOTES

ROOF PLAN LEGEND

ROOF PLAN NOTES

- EXISTING WALL LOCATIONS TO REMAIN
- - - RAFTER(S)
- ==== BEAM LOCATION(S)
- - - RAFTER RIM BOARD
- ⊠ POST

1. POST - SEE FLOOR PLAN. USE SIMPSON HOT DIPPED GALVANIZED COLUMN CAP TO CONNECT POST TO BEAMS. WRAP POST WITH TRIM. PRIME AND PAINT. COLORS TBD BY OWNER.
2. BEAM - 2) 2X10 FOR 8'-0" MAX SPAN. GLUE AND NAIL. WRAP BEAM WITH TRIM. PRIME AND PAINT. COLORS TO BE DETERMINED BY OWNER.
3. CENTER BEAM - 2) 1 3/4" X 15" DEEP LVL. GLUE AND NAIL. WRAP BEAM IN TRIM. PRIME AND PAINT. COLORS TBD BY OWNER. VERIFY LVL MANUFACTURER'S SPAN CHARTS FOR 25'-0" SPAN IN REGION 5.
4. GABLE END TRUSS. CLAD WITH OSB/PLYWOOD SHEATHING. MOISTURE BARRIER AND SIDING TO MATCH LIBRARY.
5. GABLE END SOFFIT/LADDER. SITE BUILT TO ALLOW FOR SOFFIT EXTENSION.
6. LEDGER/ROOF CONNECTION. CONTRACTOR TO COORDINATE ROOF LINE CONNECTION TO EXISTING ROOF SYSTEM. ALIGN AND MATCH ROOF LINE. EXISTING OVERHANG/SOFFIT WILL NEED REWORKED FOR CONNECTION TO NEW ROOF SYSTEM. INSTALL ANCHORS, FLASHING AND TRIMS AS NEEDED.

- EXISTING WALL LOCATIONS TO REMAIN
- - - BEAM LINE/WALL LINE

- *ALL METAL TRIMS, FLASHING, DRIP EDGE, FASCIA, SOFFIT, GUTTERS, GUTTER GUARDS AND DOWNSPOUTS TO MATCH EXISTING LIBRARY.
- **CONTRACTORS SHALL PROVIDE ALL CODE REQUIRED METAL HOLD DOWN FASTENERS AND CLIPS FOR THEIR SCOPE OF WORK. SIMPSON STRONG-TIE OR APPROVED EQUIVALENT SHALL BE USED.
- 1. ROOF DECKING - INSTALL APA RATED SHEATHING, MINIMUM 1/2" THICKNESS AT ALL ROOF LOCATIONS. ENDS TO BE DOUBLE CUT FOR FLUSH SOFFIT AND FASCIA MOUNTING.
- 2. ROOF SYSTEM - ROOF PER CERTAINTEED'S "INTEGRITY ROOF SYSTEM" TO INCLUDE: WINTERGUARD, DIAMOND DECK, CERTAINTEED SHINGLES AND RIDGE VENT(S). INSTALL PER MANUFACTURER'S WRITTEN INSTRUCTIONS. SHINGLES BY CERTAINTEED, LANDMARK DESIGNER'S SERIES. COLOR TBD OWNER. NOTE: ROOF SYSTEM NOTE IS FOR GENERAL USE. CONTRACTOR SHALL COORDINATE ROOF SHINGLE REPLACEMENT AND PATCHING WITH LIBRARY. A NEW ROOF/SHINGLE WAS DISCUSSED, BUT NOT PART OF THIS DESIGN SCOPE OF WORK.
- 3. INSTALL METAL DRIP EDGE AT PERIMETER OF ENTIRE ROOF TO MATCH LIBRARY.
- 4. NEW ALUMINUM 6" GUTTERS AND 4" DOWN SPOUTS. DOWN SPOUTS TO TERMINATE INTO GROUND SLEEVES. COORDINATE DOWN SPOUTS WITH FRENCH DRAIN/SLEEVE INSTALLATION. SEE ELEVATION SHEETS FOR LOCATIONS. LEAFSOLUTION MICROMESH LEAF GUARD AND ACCESSORIES AT ALL GUTTERS.
- 5. PROVIDE SOFFIT TO MATCH OVERHANG DISTANCE AND MATERIAL TYPE OF LIBRARY. PROVIDE J, F OR C CHANNELS AS NEEDED FOR PROPER INSTALLATION.
- 6. CONTINUOUS RIDGE VENT AS RECOMMENDED BY ROOFING MANUFACTURER'S INSTALLATION REQUIREMENTS. *IF SPRAY FOAM INSULATION IS USED, ELIMINATE RIDGE VENT.
- 7. PROVIDE CONTINUOUS ALUMINUM FASCIA AT ALL OVERHANGS. COLOR AND STYLE SHALL MATCH LIBRARY.
- 8. PROVIDE ICE AND WATER SHIELD AT ALL EAVE LOCATIONS.

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