

Agenda

July 8th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

1. Long Range Plan Update
2. Additional Appropriation
3. Roof Issues – Elwood
4. Time Line for 2014 Budget Approval

New Business

1. HVAC – Summitville
2. Initial 2014 Budget Review
3. Homebound Delivery Services

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
July 8, 2013
5:00pm

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on July 8, 2013 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Kevin Sipe, Bette Dalzell, Beverly Austin and Dan Prieshoff. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

MINUTES

Kevin Sipe made a motion to approve the minutes from the June 10, 2013 minutes with amendments to Long Range Plan Update to read approve the "2013-2015 long range plan" and changing the director's report to read "strategic planning process". Beverly Austin made a second and the motion carried.

CLAIMS REGISTER & CHECKS

The members signed the claims register and Treasurer Dan Prieshoff signed checks.

OLD BUSINESS

Long Range Plan Update

A letter has been received from the Indiana State Library stating that the Indiana Library & Historical Board made a determination granting the library a waiver for 2012 standards, therefore the library will not lose funding. Steven Schmidt, Supervisor of the State Library Development Office, was contacted to see if their office had received our 2013-2015 long range plan. He advised, yes they did receive the plan and as long as we are able to put a check mark by all of the requirements, the plan is good. The strategic plan process will wait until a little later.

Additional Appropriation

The Director attended the Madison County Council Meeting on June 25 and brought an additional appropriation proposal to them. They approved a \$100,000 additional appropriation for the purpose of putting on a new roof at Elwood. On July 1, 2013 the additional appropriation was approved by the Department of Local Government Finance, now we can proceed with the improvement.

Roof Issues—Elwood

It has been suggested by Don Hill, former board member, that a building inspector take a look at the roof and determine what exactly needs to be done to the roof and the proper steps are taken to fix the problem. Adams Property Inspection LLC, Indianapolis has

been contacted and will be at the library on Thursday, July 11 for the inspection. A metal roof was suggested as well as taking off the back chimneys.

Time Line for 2014 Budget Approval

Due to changes in health insurance and other factors there are no definite figures at this time. Starting in 2014 the library will no longer need a debt service budget, therefore it seems a perfect time to increase the other budgets and still stay within the average growth quotient which is 2.6% for 2014. With this in mind, the operating fund could only be increased by \$31,786. The library could take this unique opportunity to increase the Rainy Day Budget to \$27,000, the LIRF budget to \$54,000 and the operating budget as much as possible and still have it approved. A budget meeting will be held with Judy Robertson, Department of Local Government Finance on July 30. The board was asked if they would want to hold a special meeting to discuss the budget. It was decided to wait until the August 12 regular meeting to discuss the budget.

NEW BUSINESS

HVAC—Summitville

Quotes have been received from LMC Service Solutions and Superior Enterprises Inc. The quote from LMC is in the amount of \$4,875 to replace one furnace and one condensing unit. The quote from Superior Enterprises is in the amount of \$9,604 to replace two furnaces and two condensing units. Kevin Sipe expressed concern that the Bryant furnaces in the Superior Enterprises quote were residential not commercial. Bette Dalzell made a motion to see if installing two units would double the quote from LMC, if that is the case go with LMC. An amendment was made to the motion to include the final decision is up to the director. Kevin Sipe made a second and the motion carried. \$7,627.75 is to be paid from Rainy Day with the remainder to be paid from the Operating Fund under professional services.

Initial 2014 Budget Review

The library has the unique opportunity of possibility increasing the operating fund budget over the average growth quotient. Anticipated increases in appropriation line items are salary of assistants, in anticipation of adding an additional twenty hours in technical services to help with the processing of playaways; health insurance with anticipation of increased premiums; water and sewage, an increase of 30% is anticipated at Elwood; data bases, Pronunciator, a home based language learning tool and small engine repair are being considered to add to the collection; furniture and equipment, with anticipation of no longer having a computer lab at Elwood, turning it back into a young adult area and in the adult services area adding comfy chairs for use with laptop computers; technology equipment; non print to add more playaways and add a music CD collection.

Homebound Delivery Services

Kevin Sipe made a motion to table discussion until a later date. Beverly Austin made a second and the motion carried.

Ralph E. Hazelbaker Donation

An addition was made to the agenda. The Ralph E. Hazelbaker Foundation has made a donation to the Summitville library in the amount of \$10,000. Approximately six thousand dollars is to be used to buy eight computers for Summitville and the remainder to be used as needed. A quote has been received from Keith Baldwin in the amount of \$920 for additional shelving at Summitville.

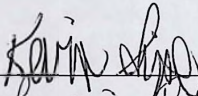
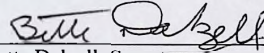
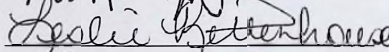
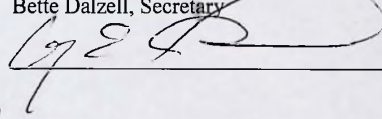
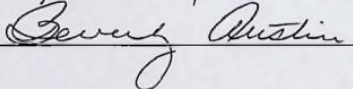
DIRECTOR'S REPORT

Shingles are off the ridge vent at Frankton and have caused leakage. Chuck Covell is to make the repairs. Scott Woodsides and Clint Trice are working on the network upgrade. The front desk will be a nightmare; the current cabling is saturated with water. The new cabling, which will be used is waterproof and is larger so not as many cables will fit in the existing conduit. A letter has been received from Medical Mutual, our current health insurance carrier, which states that they will no longer be servicing Indiana after June 30, 2014 and are partnering with United Health Care. Paperwork has been received concerning health care provided through the state of Indiana.

Concerns were voiced about the shrubs at Elwood needing trimmed. Concerns were also voiced about people going the wrong way in the parking lot and maybe needing arrows or signs showing people which way to go.

Public comment was sought, none was forthcoming.

Beverly Austin made a motion to adjourn, Bette Dalzell made a second and the motion carried.

	
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_____	_____
	_____
_____	_____

Bette Dalzell, Secretary

Register Of Claims

North Madison County Public Library System

Report Date: From 6/11/13 To 7/8/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	404	INDIANA PUBLIC RETIREMENT	INPRS Operating Fund	Payroll Deductions Emp Cont INPRS	\$503.61 \$1,290.32	7/3/13	P/R ENDING 6/29/13
				Total this claim =	<u>\$1,793.93</u>		
0	394	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	6/19/13	P/R ENDING 6/15/13
				Total this claim =	<u>\$95.00</u>		
0	402	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,013.61 \$17,256.94 \$1,254.50	7/3/13	PAYROLL
				Total this claim =	<u>\$20,525.05</u>		
0	393	INDIANA PUBLIC RETIREMENT	INPRS Operating Fund	Payroll Deductions Emp Cont INPRS	\$501.71 \$1,284.00	6/19/13	P/R ENDING 6/15/13
				Total this claim =	<u>\$1,785.71</u>		
0	405	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	7/3/13	P/R ENDING 6/29/13
				Total this claim =	<u>\$95.00</u>		
0	392	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions Payroll Deductions	\$1,469.35 \$684.23	6/19/13	PAYROLL DEDUCTION FOR JUNE
				Total this claim =	<u>\$2,153.58</u>		
0	391	EFTPS	Operating Fund FICA Federal Taxes Withheld Medicare	Empl.Share FICA&Medicare Payroll Deductions Payroll Deductions Payroll Deductions	\$1,546.12 \$1,253.07 \$2,126.92 \$293.06	6/19/13	P/R ENDING 6/15/13
				Total this claim =	<u>\$5,219.17</u>		
0	390	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,013.61 \$16,897.03 \$1,300.00	6/19/13	PAYROLL
				Total this claim =	<u>\$20,210.64</u>		
0	403	EFTPS	Operating Fund FICA Federal Taxes Withheld Medicare	Empl.Share FICA&Medicare Payroll Deductions Payroll Deductions Payroll Deductions	\$1,570.17 \$1,272.54 \$2,166.37 \$297.62	7/3/13	P/R ENDING 6/29/13
				Total this claim =	<u>\$5,306.70</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>
28392	388	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$19.68	6/11/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	<u>\$19.68</u>		
28393	389	TRISHA SHULER	Operating Fund	Postage & UPS	\$15.30	6/11/13	PETTY CASH REIMBURSEMENT - ELWOOD
			Operating Fund	Fuel, Oil and Lubricants	\$20.00		
				Total this claim =	<u>\$35.30</u>		
28394	397	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$428.62	6/19/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$428.62</u>		
28395	395	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	6/19/13	P/R ENDING 6/15/13
				Total this claim =	<u>\$450.00</u>		
28396	396	MEDICAL MUTUAL OF OHIO	Insurance	Payroll Deductions	\$854.46	6/19/13	HEALTH INSURANCE 7/1/13-8/1/13
			Operating Fund	Emp Cont Group Ins	\$8,389.43		
				Total this claim =	<u>\$9,243.89</u>		
28397	398	PITNEY BOWES	Operating Fund	Equipment/Rental	\$129.00	6/19/13	POSTAGE METER LEASE
				Total this claim =	<u>\$129.00</u>		
28398	399	ST VINCENT PHYSICIAN SERV	Operating Fund	Professional Services	\$45.00	6/19/13	As per attached invoices.
				Total this claim =	<u>\$45.00</u>		
28399	400	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$155.10	6/19/13	COPY COUNT
				Total this claim =	<u>\$155.10</u>		
28400	401	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$177.62	6/19/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$177.62</u>		
28401	406	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	7/3/13	P/R ENDING 6/29/13
				Total this claim =	<u>\$450.00</u>		
28402	449	ADAMS PROPERTY INSPECTI	Operating Fund	Professional Services	\$400.00	7/8/13	ROOF INSPECTION - ELWOOD
				Total this claim =	<u>\$400.00</u>		
28403	407	AT&T	Operating Fund	Telephone & Telegraph	\$197.91	7/8/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$197.91</u>		
28404	408	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$66.89	7/8/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	\$6.70		
				Total this claim =	<u>\$73.59</u>		
28405	444	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$390.00	7/8/13	SERVICE AGREEMENT
				Total this claim =	<u>\$390.00</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>
28406	438	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,604.48	7/8/13	As per attached invoices.
			Operating Fund	Elwood Childrens	\$868.68		
			Operating Fund	Elwood YA	\$502.43		
			Operating Fund	Frankton	\$1,418.94		
			Operating Fund	Summitville	\$1,294.77		
			Operating Fund	Elwood AV	\$167.36		
			Operating Fund	Frankton AV	\$143.22		
			Operating Fund	Summitville AV	\$76.82		
				Total this claim =	<u>\$7,076.70</u>		
28407	409	BANC OF AMERICA LEASING	Operating Fund	Equipment/Rental	\$437.55	7/8/13	LEASE KONICA MINOLTA COPIER
				Total this claim =	<u>\$437.55</u>		
28408	440	BARBARA SNIPES	Operating Fund	Traveling Expense	\$94.72	7/8/13	MILEAGE
				Total this claim =	<u>\$94.72</u>		
28409	410	BOSE, McKINNEY & EVANS LL	Operating Fund	Legal Services	\$1,437.98	7/8/13	LEGAL SERVICE
				Total this claim =	<u>\$1,437.98</u>		
28410	411	CARDMEMBER SERVICE	Operating Fund	Elwood Children's Programing	\$561.46	7/8/13	As per attached invoices.
			Operating Fund	Frankton Programing	\$514.88		
			Operating Fund	Summitville Programing	\$272.35		
				Total this claim =	<u>\$1,348.69</u>		
28411	412	CINTAS CORPORATION	Operating Fund	Cleaning & Sanitation Supplies	\$115.76	7/8/13	As per attached invoices.
			Operating Fund	Professional Services	\$130.00		
				Total this claim =	<u>\$245.76</u>		
28412	413	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$242.16	7/8/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$242.16</u>		
28413	414	DEMCO	Operating Fund	Operating Supplies	\$16.38	7/8/13	As per attached invoices.
				Total this claim =	<u>\$16.38</u>		
28414	441	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$140.00	7/8/13	WELCOME TO FRANKTON AD
				Total this claim =	<u>\$140.00</u>		
28415	415	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$250.00	7/8/13	SPRINKLER INSPECTION - ELWOOD
				Total this claim =	<u>\$250.00</u>		
28416	416	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,481.48	7/8/13	INTERNET ACCESS
				Total this claim =	<u>\$1,481.48</u>		
28417	443	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$262.43	7/8/13	As per attached invoices.
				Total this claim =	<u>\$262.43</u>		

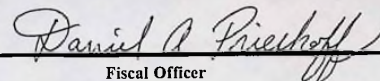
<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
28418	417	FRONTIER	Operating Fund	Telephone & Telegraph	\$286.64	7/8/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$286.64</u>		
28419	418	GLOBAL GOVT/ED SOLUTION	Operating Fund	Technology Equipment	\$1,121.98	7/8/13	As per attached invoices.
				Total this claim =	<u>\$1,121.98</u>		
28420	419	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$240.00	7/8/13	LAWN SERVICE - FRANKTON
				Total this claim =	<u>\$240.00</u>		
28421	420	HORTON & SONS OF ELWOOD	Operating Fund	Operating Supplies	\$110.04	7/8/13	As per attached invoices.
				Total this claim =	<u>\$110.04</u>		
28422	448	IDLEWINE LAWNMOWER SAL	Operating Fund	Equipment/Maint.	\$5.24	7/8/13	As per attached invoices.
				Total this claim =	<u>\$5.24</u>		
28423	421	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,440.95	7/8/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$2,440.95</u>		
28424	450	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$22.34	7/8/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	<u>\$22.34</u>		
28425	422	KMART 9124	Operating Fund	Elwood Children's Programing	\$1.99	7/8/13	SUMMER READING SUPPLIES
			Operating Fund	Elwood Adult Programing	\$123.95		
				Total this claim =	<u>\$125.94</u>		
28426	423	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$411.26	7/8/13	As per attached invoices.
				Total this claim =	<u>\$411.26</u>		
28427	424	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$90.63	7/8/13	As per attached invoices.
			Operating Fund	Frankton Programing	\$43.71		
			Operating Fund	Summitville Programing	\$55.27		
				Total this claim =	<u>\$189.61</u>		
28428	447	MIDWEST TAPE	Operating Fund	Frankton AV	\$238.88	7/8/13	As per attached invoices.
			Operating Fund	Elwood AV	\$2,853.75		
			Operating Fund	Summitville AV	\$981.53		
				Total this claim =	<u>\$4,074.16</u>		
28429	425	MINNETRISTA	Operating Fund	Elwood Children's Programing	\$200.00	7/8/13	PROGRAM 7/20/2013-ELWOOD & SUMMITVILLE
			Operating Fund	Summitville Programing	\$200.00		
				Total this claim =	<u>\$400.00</u>		
28430	426	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$78.23	7/8/13	As per attached invoices.
				Total this claim =	<u>\$78.23</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>
28431	439	POSTMASTER	Operating Fund	Postage & UPS	\$92.00	7/8/13	POSTAGE STAMPS
			Operating Fund	Postage & UPS	\$92.00		
					Total this claim =		
					\$184.00		
28432	427	PROSOURCE SPECIALTIES	Operating Fund	Elwood Adult Programing	\$173.15	7/8/13	As per attached invoices.
					\$173.15		
28433	428	QUILL CORPORATION	Operating Fund	Office Supplies	\$740.10	7/8/13	As per attached invoices.
					\$740.10		
28434	429	RAMSAY BUSINESS PRODUCT	Operating Fund	Office Supplies	\$59.59	7/8/13	As per attached invoices.
			Operating Fund	Office Supplies	\$10.00		
					Total this claim =		
					\$69.59		
28435	430	STATE CHEMICAL SOLUTIONS	Operating Fund	Cleaning & Sanitation Supplies	\$20.00	7/8/13	As per attached invoices.
					\$20.00		
28436	431	TEI LANDMARK AUDIO	Operating Fund	Summitville AV	\$384.00	7/8/13	ANNUAL LEASE - SUMMITVILLE
					\$384.00		
28437	432	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$96.00	7/8/13	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$8.73		
Operating Fund	Technology Equipment	\$19.58					
					Total this claim =		
					\$124.31		
28438	433	TOWN OF FRANKTON	Operating Fund	Electricity	\$444.21	7/8/13	SERVICE FOR FRANKTON
			Operating Fund	Water	\$22.32		
Operating Fund	Waste Disposal Services	\$24.44					
					Total this claim =		
					\$490.97		
28439	434	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	7/8/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$11.50		
					Total this claim =		
					\$55.30		
28440	446	TRISHA SHULER	Operating Fund	Fuel, Oil and Lubricants	\$39.99	7/8/13	PETTY CASH REIMBURSEMENT
					\$39.99		
28441	445	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	7/8/13	LEASE RICOH COPIER
					\$149.00		
28442	436	U.S. TOY CO/CONSTRUCTIVE	Gift	Elwood Children's Programing	\$23.99	7/8/13	McKNIGHT GIFT FUND
					\$23.99		
28443	435	UPSTART	Operating Fund	Elwood Adult Programing	\$9.25	7/8/13	As per attached invoices.
			Operating Fund	Frankton Programing	\$20.50		
					Total this claim =		
					\$29.75		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
28444	442	VALENTINE ELECTRONICS	Operating Fund	Technology Equipment	\$7.99	7/8/13	As per attached invoices.
				Total this claim =	\$7.99		
28445	437	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$23.41	7/8/13	SERVICE FOR FRANKTON & SUMMITVILLE
			Operating Fund	Gas	\$20.26		
				Total this claim =	\$43.67		
Total Amount of Claims					\$94,456.54		

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 08, 2013

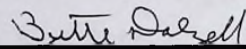
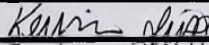
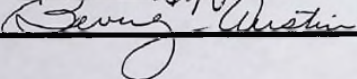

Fiscal Officer

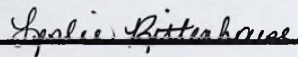
ALLOWANCE OF VOUCHERS

(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_____.



SIGNATURES OF GOVERNING BOARD

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



STATE OF INDIANA

Michael R. Pence, Governor

Roberta L. Brooker, State Librarian

INDIANA STATE LIBRARY
140 North Senate Avenue
Indianapolis, IN 46204
Phone: (317) 232-3675
Fax: (317) 232-0002
TDD: (317) 232-7763

June 14, 2013

Jamie Scott
North Madison County Public Library System
1600 Main St
Elwood, IN 46036-2023

Dear Jamie,

The Indiana Library & Historical Board (ILHB) made determinations of compliance with Public Library Standards (590 IAC 6) at its June 14 meeting. Based upon your statements in the 2012 Public Library Annual Report and documentation filed with the Indiana State Library, the ILHB has granted the North Madison County Public Library System a waiver for 2012 for the following standards:

- 13-037 Does the long-range plan include a statement of community needs & goals?
- 13-038 Does the long-range plan include measurable objectives and service goals?
- 13-039 Does the long-range plan include an assessment of facilities and operations?
- 13-040 Does the long-range plan include an ongoing, annual evaluation process?
- 13-041 Does the long-range plan include an financial resources and sustainability?
- 13-042 Does the long-range plan include collaboration with other libraries?

Your efforts toward meeting Public Library Standards are appreciated. Please do not hesitate to contact the Indiana State Library Development Office at LDO@library.in.gov if we can be of any future assistance.

Sincerely,

Roberta Brooker, State Librarian
Indiana State Library

Cc: Library Board President
Library Board Members

Equal Opportunity Employer

Jamie Scott

From:
Sent:
To:
Subject:

Schmidt, Steven <SteSchmidt@library.IN.gov>
Monday, July 08, 2013 10:45 AM
Scott, Jamie
RE: Long Range Plan for North Madison County Public Library System

Jamie --

Thank you for sending the updated long range plan for 2013-2015. We have updated our files.

-- Steve

Steven Schmidt
Library Development Office
Indiana State Library
315 West Ohio Street
Indianapolis, IN 46202
317.232.3715
steschmidt@library.in.gov

From: Jamie Scott [<mailto:jscott@elwood.lib.in.us>]
Sent: Monday, June 10, 2013 7:42 PM
To: Schmidt, Steven
Subject: Long Range Plan for North Madison County Public Library System

Steve,

Our long range plan for 2013 to 2015 was approved by our library board of trustees at tonight's meeting. I have attached two PDFs one is the assessment of facilities, services, technology and operations and the other is the rest of the long range plan. When can I expect to hear if this plan meets current standards?

Thank you,

Jamie

Jamie Scott
Director
North Madison County Public Library System
1600 Main Street
Elwood, IN 46036
(765) 552-5001 ext. 13
(765) 552-0955 FAX
jscott@elwood.lib.in.us

Certified Copy of Additional Appropriation

PLEASE KEEP THIS DOCUMENT TO UTILIZE FOR FUTURE ADDITIONAL APPROPRIATION REQUESTS

Year: 2013
 County: 48 Madison
 Unit: 0290 NORTH MADISON COUNTY LIBRARY SYSTEM
 Unit Type Code 5

Date of Publication: _____ Newspaper: _____
 Date of Publication: _____ Newspaper: _____
 Date of Public Hearing: _____
 Date of Resolution/Ordinance: _____

<u>DLGF Use Only</u>	
Date Filed: _____	
Petition Number: _____	

Modify bold boxes for each fund for which additional appropriations are made. Lines referred to below are on 16-line computer statement from DLGF budget hearing

FUND NUMBER:	0061	0101	0283
FUND NAME:	RAINY DAY	GENERAL	L/R PAYMENT
APPROPRIATION REQUEST			
AMOUNT BY REDUCTION:			
AMOUNT BY SURPLUS			
1. Property Tax Levy (line 16)	\$0.00	\$724,546.00	\$129,999.00
2. Levy Excess Applied (line 15)	\$0.00	\$0.00	\$0.00
3. PTRC from GAGIT (line 13)	\$0.00	\$0.00	\$0.00
4. Misc. Revenue Estimate (line 8b) (if value has increased, revised Form 2 must be attached)	* \$0.00	* \$344,519.00	* \$11,886.00
5. Jan. 1 Cash Balance, including investments	* \$142,360.00		
6. Total Funds Available (1+2+3+4+5)			
7. Original Budget	\$15,000.00	\$1,222,542.00	\$242,000.00
8. Encumbered Appropriations	* \$0.00		
9. Total Beginning Appropriations (7+8)			
10. Surplus Funds (6-9)			
11. Amount Appropriated since January less any reductions in appropriations	\$100,000.00		
12. Amount transferred to Rainy Day			
13. Surplus Funds Remaining (10-11-12)			

* = Current values on file. Make any adjustments in space provided.

I, _____ fiscal officer of _____ do hereby certify that the above information is true and correct.

Dated this _____ day of _____, 2013

_____ Signature _____ Title

STATE OF INDIANA
DEPARTMENT OF LOCAL GOVERNMENT FINANCE

Room N-1058, IGCN - 100 North Senate
Indianapolis, Indiana 46204

ORDER 1034736

In the matter of Additional Appropriations for NORTH MADISON COUNTY LIBRARY SYSTEM taxing unit County of Madison as adopted on June 25, 2013:

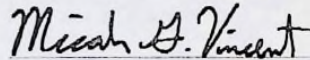
A certified copy of additional appropriation action taken by the above named taxing unit was filed with the Department of Local Government Finance on June 28, 2013. It was examined for availability and sufficiency of unencumbered revenues. The Department makes the following determination based upon financial information as submitted by the fiscal officer:

Sufficient revenues are available to support the following requested appropriations:

<u>FUND</u>	<u>FUND NAME</u>	<u>REQUESTED REDUCTION</u>	<u>REQUESTED INCREASE</u>	<u>TOTAL REQUESTED</u>	<u>TOTAL APPROVED</u>	<u>TOTAL DENIED</u>
0061	RAINY DAY	\$0.00	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00

Note: The above approval is limited to revenues available or to be made available during 2013 as certified by the fiscal officer of NORTH MADISON COUNTY LIBRARY SYSTEM.

Having examined the Certified Copy as submitted by the above named taxing unit, the determinations as set forth are now adopted this July 01, 2013.



Micah G. Vincent, Commissioner

Adams Property Inspection LLC

1350-C #133 Southport Road
8504 Spend-A-Buck Drive
Indianapolis, IN 46217
Work: 317.885.7711 317.625.1156



ROOF INSPECTION REPORT

Report Date 7/15/2013

Customer File # 20130711-A

Contact: **Jamie Scott**

Customer: **Jamie Scott**

Address: **1600 Main Street**

Elwood, IN 46036

Phone: **765.552.5001 ext. 13**

Fax: **765.552.0955**

Inspect. Date: **7/11/2013**

Time: **11:00 AM**

Outside Temp: **80+ ° F**

Weather: **Clear**

Inspection

location: **Elwood Public Library**

1600 Main Street

Elwood, IN 46036

Age of home (yrs): **15-20**

Occupied: **Yes**

People present: **Client**

PURPOSE OF THE ROOF INSPECTION REPORT

The purpose of this inspection is to report the present "as is" visible condition of the roof and its structural components.

EXTERIOR

	Location	Type	Method of Insp.	Watertight?	Est. Age	Design Life	Life Remaining	Layers
1	Roof #1: Library	Fiberglass Shingle	Walked All	No	unknown	30	0	1
2	Roof #2:							
3	Roof #3:							
4	Roof #4:							
5	Roof #5:							

CONDITION OF COVERING

		Comments
6	Roof #1: Defective	Multiple defects noted at time of inspection. See comments on Addendum.
7	Roof #2:	
8	Roof #3:	
9	Roof #4:	
10	Roof #5:	
11	Flashing condition: Acceptable	None.
12	Skylight(s) condition: Not Present	None.

ATTIC

		Comments
13	Type ventilation: Ridge & Soffit	
14	Method of inspection: Walked All	Severely inadequate ventilation noted. See comments on Addendum.
15	Ventilation condition: Defective	See comments on Addendum.
16	Framing condition: Acceptable	None.
17	Sheathing condition: Acceptable	None.
18	Fire-rated plywood: Not Inspected	None.
19	Comments: See Addendum attached hereto and made a part hereof.	

Inspector Signature: _____

Ronald Jay Adams
HI00900046

Adams Property Inspection LLC

1350-C #133 Southport Road
8504 Spend-A-Buck Drive
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Work: 317.885.7711 317.625.1156



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Inspector Signature: _____


Ronald Jay Adams
HI00900046

INSPECTION PHOTOS

Roof # R1



Roof.

Roof # R2



Roof.

Roof # R3



Roof.

Roof # R4



Evidence of moderate to severe hail damage at rain gutter

Roof # R5



Attic.

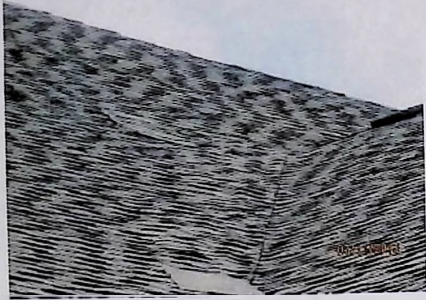
Roof # R6



Attic.

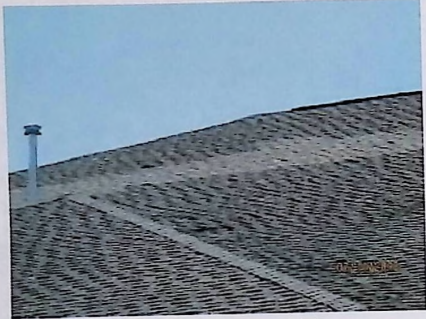
INSPECTION PHOTOS

Roof # R13



Evidence of curling/cupping of shingles as a result of excess heat in attic. Loose roofing materials.

Roof # R15



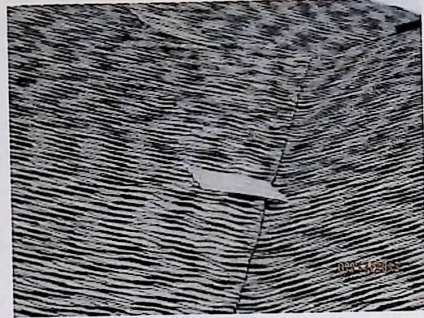
Evidence of prior repair(s).

Roof # R17



Detached ridge material.

Roof # R14



Loose (detached) roofing materials

Roof # R16



Attic.

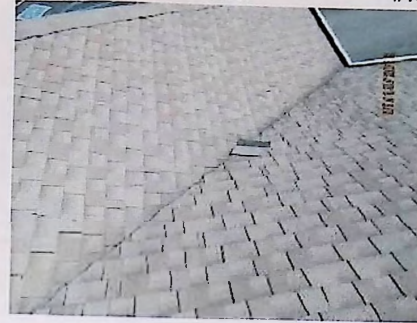
Roof # R11



Detached ridge material at valley.

INSPECTION PHOTOS

Roof # R25



Detached roofing material at valley.

Roof # R27



Slipping shingles.

Roof # R29



Damaged ridge and exposed nails.

Roof # R26



Improperly repaired ridge.

Roof # R28



Slipping shingles.

Roof # R30



Exposed nails at ridge.

INSPECTION PHOTOS

Roof # R37



Evidence of moderate to severe hail damage.

Roof # R38



Improperly repaired ridge.

Roof # R39



Improper repair and exposed nails.

Roof # R40



Improper repair and exposed nails.

Roof # R41



Improper repair and exposed nails.

Roof # R42



Improper repair and exposed nails.

INSPECTION PHOTOS

Roof # R49



Slipping shingles.

Roof # R50



Improper repair and exposed nails.

Roof # R51



Detached ridge material at valley.

Roof # R52



Missing ridge.

Roof # R53



Evidence of moderate to severe hail damage.

Roof # R54



Evidence of moderate to severe hail damage at rain gutters.

Time Line for 2014 Budget

July 8, 2013: Regular monthly meeting at the Elwood Public Library for Initial Budget Discussion.

July 30, 2013 Diana and I will meet with Judy Robertson from the Department of Local Government Finance. (Noon to 1pm)

July 29, 2013: Special Meeting to continue 2014 Budget Discussion before meeting with the DLGF

And/Or

August 5, 2013: Special Meeting to discuss 2014 Budget after meeting with the DLGF.

August 12, 2013: Regular monthly meeting at the Elwood Public Library (5:00 pm). Approve 2014 Budget for publication. Quorum is required. Submit Form 3 and County Council Review Worksheet in Gateway for County Council nonbinding recommendation according to IC 6-1.1-17-3.5 if budget does not exceed AVGQ. Last date to submit is September 3rd, 2013

August 21, 2013: 1st publication of budget (No later than September 13th)
[IC 36-12-3-12, IC 5-3-1-2, IC6-1.1-17] 10 days after 1st publication a public hearing can be held.

August 28, 2013: 2nd publication of budget (No later than September 20th)
Must be three days before public hearing. [IC 36-12-3-12, IC 5-3-1-2, IC6-1.1-17]

Sept. 9, 2013: 5:00 pm Public Hearing required for budget at the **Elwood Public Library**.
Quorum is required.
5:15 pm Regular Board Meeting
(Must be completed at least 10 days before the library board meets to adopt the budget. [IC 6-1.1-17-5 (a)] Last date to hold public hearing October 22nd, 2013.

Oct. 1st, 2013: Last day for Madison County Council to complete review and issue non-binding recommendations.

Oct. 14, 2013: 5:00 pm regular monthly meeting at the **Elwood Public Library**. Adopt 2013 Budget. Quorum is required.

Oct. 15, 2013: Deliver budget to county auditor. Library budget must be adopted by library board and submitted to county auditor for submission to County Board of Tax Adjustment and submit all budgets forms through Gateway two days after library board adopts the budget. [IC 36-12-3-12] Last date to adopt budget November 1, 2014.

Board signs Budget Form 4 – Ordinance for Appropriations and Tax Rates- at the adoption meeting

Jamie

One of our techs was out for a problem at the library and found the blower in one of the furnaces needs to be rebuilt. The cost to provide a new motor, capacitor and blower wheel for this unit would be around \$765.00. I have a problem spending someone's money like that on a furnace that is getting close to being 20 years old. The entire furnace is not worth that much. The cooling equipment is 1997 vintage which would put it at 16 years old and that's about what you can expect for that type of equipment which is basically, residential gear being used in a commercial setting. For those reasons I have prepared a quote to replace the furnace and air conditioner complete for that system. We are now using a different refrigerant in systems and it is not compatible with the old R22 (Freon) so when you make an equipment change you have to replace all of the pieces and the refrigerant piping.

While you may not be in a position to replace the system, I wanted to give you the information and pricing so you can make a decision with all of the facts. Investing seven to eight hundred into an old furnace is like throwing money away but sometimes that's the only option. If not, you now have a choice. Please forward this to whomever and ask them to get back with me on what we can do to help.

Jim Maidlow

Vice President

LMC Service Solutions/Lehman's Mechanical

765-622-6283 direct & cell

765-644-6699 fax

800-439-6065 toll free

JimMaidlow@lmc-solutions.net

LMC SERVICE SOLUTIONS

June 19, 2013

Ralph Hazelbaker Library
1013 W. Church Street
Summitville, IN 46070

Proposal for New Heating and Air Conditioning Equipment

We are pleased to offer our proposal to replace one of the existing gas furnaces, evaporator coils, condensing unit and refrigerant piping. Our proposal includes the following:

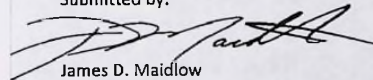
- York TG9 Series high efficiency 95% AFUE gas furnace to replace the existing unit in the same location
- York TCJF outdoor condensing unit to replace the existing unit in the same location
- York FC4 cased evaporator with TXV
- New ACR copper refrigerant piping
- Venting, electrical disconnects and control wiring to the units
- Condensate drain tie in
- R410a refrigerant charge
- Disposal of existing equipment per EPA section 608 regulations
- ICM 325 low ambient control package
- Startup and first year labor allowance for warranty repairs
- Manufacturers limited warranty on all parts and components

We can provide the above for the sum of **\$4,875.00**

EXCLUSIONS

Any labor or materials not specified above would be in addition to this proposal. Price is good for 30 days.

Submitted by:



James D. Maidlow
Vice President
Lehman's Mechanical Contractors

Jamie Scott

From: SUPERIORENT@aol.com
Sent: Monday, July 08, 2013 1:10 PM
To: jscott@elwood.lib.in.us
Subject: Re - Hazelbaker Library - Summitville

Dear Jamie, 7-8-13

Thank you for the opportunity to quote this project, Our scope and pricing is as follows'

Your present system was manufactured in 1994, I don't recommend spending money on the 19 year old units.

1. Remove the existing air handlers and condensing units, will be disposed of properly.
2. Furnish and install two new Bryant 95% eff. gas furnaces with evaporator coils and air cooled condensing units.
3. Reuse duct system and connect to the new equipment.
4. Two new programmable thermostats.
5. All piping and electrical work as required is included.
6. Start - test and run the new system.
7. In service instruction and sales tax is included. (deduct \$336.00 if sales tax not required)

Total Price \$ 9,940.00

I look forward to your call.

Best Regards

Bob Huston

Superior enterprises Inc.
260-471-0678

(614) 459-1313 telephone

(614) 538-6625 telefax

HAZELBAKER FOUNDATION

1661 Old Henderson Road
Columbus OH 43220

June 21, 2013

Ms. Jamie Scott
Ms. Jill Murray
Hazelbaker Library
1013 W Church Street
Summitville IN 46070

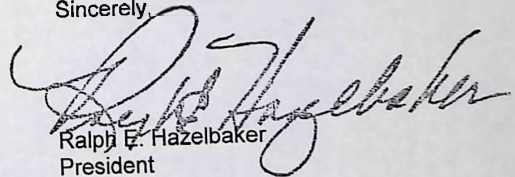
Dear Jamie and Jill:

Enclosed is the Hazelbaker Foundation check for \$10,000.00. This is intended as a gift to provide for new computers and any other needed improvements for the operation of the Library.

My family and I appreciate so much the work that you folks do to achieve our vision of the library as a focal point for social and educational activities in the community.

Keep up the good work.

Sincerely,



Ralph E. Hazelbaker
President

REH:sae
enc

{hazfound\2013\june\jscottjimmurray.june2113}

Keith Baldwin
 505 S. Main St
 Summitville In 46070

403909

CUSTOMER'S ORDER NO.		DEPARTMENT		DATE 6-27-13		
NAME Hazelbaker Library (Estimate)						
ADDRESS						
CITY, STATE, ZIP						
SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MOSE. RETD.	PAID OUT

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	1 Unit 44 1/2" x 34 5/8" H		
2	3 shelves 8" depth		\$100.00
3			
4	3 Units 82" high 12" depth		
5	107 1/2" total length 5 shelves		\$616.00
6			
7			
8	1 Unit 82" high 8" depth		
9	8 shelves		\$204.00
10			
11			
12			
13			
14			
15			
16			
17			
18			

RECEIVED BY

A-5805
 T-45320/46250

KEEP THIS SLIP FOR REFERENCE

01-11

Quote for Summitville - Gift Fund
Hazelbaker Donation

From: "Jon Vetter" <jonathan.vetter@globalgoved.com>
To: "Clint Trice" <ctrice@elwood.lib.in.us>
Cc: "Jonathan vetter" <jonathan.vetter@globalgoved.com>
Sent: Wednesday, June 19, 2013 2:50:56 PM
Subject: Your Global GovEd Updated Quotation# J3966632



Quote No. J3966632

Expires: 6/19/2013 12:00:00 AM

Bill To:

Clint Trice
NORTH MADISON CO PUBLIC LIBRAR
1600 MAIN ST
ACCOUNTS PAYABLE
ELWOOD, IN 46036
7655525001

Ship To:

CLINT TRICE
NORTH MADISON CO PUBLIC LIBRAR
1600 MAIN ST

ELWOOD, IN 46036
7655525001

Dear Clint Trice,
This email contains your updated quote summary. Should you have any additional questions or wish to complete your order, please feel free to call us at 8663100142. Please refer to quote number J3966632 when contacting us for assistance.

Regards,
Jon Vetter
8663100142
9376151862
jonathan.vetter@globalgoved.com
GlobalGovEd.com

SKU	Manuf Part No	SKU Description	Unit Price	Qty	Total
T70-10221	3548C8U	Lenovo ThinkCentre M72z 3548-C8U All-In-One PC - 3rd Gen. Intel	\$ 751.17	8	\$6,009.36

		Core i3-3220 3.3GHz, 4GB DDR3, 500GB HDD, DVDRW, 20" Display, Windows 8 Pro 64-bit / Windows 7 Pro 64-bit, Keyboard & Mouse			
YYS1-3002356	04W8712	3 YR ONSITE - 4 YR ONSITE (TOPSELLER)	\$ 47.73	8	\$381.84

Purchase Order:

Shipping Method

Ground (2 to 6 days)

Total for all Items

\$ 6,391.20

Shipping & Handling:

\$ 75.00

Sales Tax:

\$ 0.00

Quote Total:

\$ 6,466.20

Lease Payments as low as \$177.10/mo.**Click [here](#) for details or contact your account manager.

Payment Method:

Open Account

Please Remit Payments to:

Global GOV ED Solutions, Inc - P O. Box 935311, Atlanta, GA 31193-5311
Sales/Cust Serv. (888) 445-2725

Ask your agent about installation. We now offer expert hardware and software deployment services. No job is too big for us to handle from a simple small network to an enterprise level rollout.

Thank you for the opportunity to provide you with the pricing and information above.

- Sales tax will be charged where applicable unless a tax-exempt certificate is on file.

- Special buy prices are subject to change without notice in the event the manufacturer/supplier raises the price. Prices are subject to change on any Instant Rebate item.
- This offer shall be valid until the quote expiration date. Because of market volatility, memory & CPU pricing are only valid for 48 hours, unless otherwise stated on this quote.
- This offer is contingent on quantity restrictions and is subject to product availability.
- Original or faxed copy of the purchase order is required on all PO orders.
- A Return Authorization Number (RMA) is required on all returns. The RMA can only be issued within 30 days of the original ship date. We reserve the right to charge a 15% re-stocking fee where applicable.
- Returns of defective and mis-picked software and some hardware are limited to exchanges only. Some defective hardware covered by the manufacturer's warranty must be handled directly through the respective manufacturer.
- All sales are final on special ordered items (no return, exchanges, or refunds).
- Shipping charges are contingent on quantity orders, total weight of products and unusual size.

GlobalGovEd.com is not responsible for typographical errors or omissions. This email was sent to ctrice@elwood.lib.in.us in response to Order # J3966632.

Note that GlobalGovEd.com never sells, rents, or shares your email address. For more information, please review the GlobalGovEd.com Privacy Policy at: <http://www.globalgoved.com/sectors/aboutus/privacy.asp>
For Merchandise Returns:
c/o GlobalGovEd.com Warehouse
175 Ambassador Drive, Naperville, IL 60540

GlobalGovEd.com
6990 State Route 36
Fletcher, OH 45326

TRANSMISSION VERIFICATION REPORT

TIME : 07/03/2013 17:20
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME
FAX NO./NAME
DURATION
PAGE(S)
RESULT
MODE

07/03 17:20
FRANKTON
00:00:14
01
OK
STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 07/03/2013 17:21
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME
FAX NO./NAME
DURATION
PAGE(S)
RESULT
MODE

07/03 17:21
SUMMITVILLE
00:00:14
01
OK
STANDARD
ECM

Agenda

July 8th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
 1. Long Range Plan Update
 2. Additional Appropriation
 3. Roof Issues – Elwood
 4. Time Line for 2014 Budget Approval
- New Business
 1. HVAC – Summitville
 2. Initial 2014 Budget Review

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TRANSMISSION VERIFICATION REPORT

TIME : 07/03/2013 17:24
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 07/03 17:24
FAX NO./NAME CALL LEADER
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 07/03/2013 17:25
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 07/03 17:24
FAX NO./NAME HERALD
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

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 - 2. Initial 2014 Budget Review

Agenda

August 5th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
5:00 P.M.

Call to Order
Call for Quorum
New Business

1. Roof Inspection and Declaration of Emergency
Public Comment
Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Special Meeting
August 5, 2013
5:00 pm

CALL TO ORDER

President Leslie Rittenhouse called a special meeting of the North Madison County Public Library Board of Trustees to order on August 5 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Beverly Austin, Dan Prieshoff, Wayne Davidson and Mike Robertson. Also in attendance were Director Jamie Scott, Administrative Assistant Diana Shepard, Don Hill and Ivan Wagner.

NEW BUSINESS

Roof Inspection and Declaration of Emergency

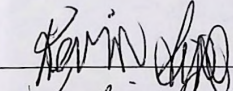
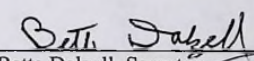
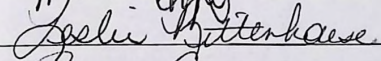
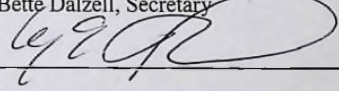
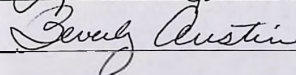
Ivan Wagner was invited and welcomed to the meeting. Mr. Waggoner has prepared a two page document to be distributed to those contacted for quotes. The roof inspection report is on the WIKI. The insurance company has performed their inspection for hail damage. It was determined that there was not enough hail damage; it needs to be seven to ten hits per one hundred square feet.

Charlie Pride from the State Board of Accounts has suggested the library declare an emergency due to the urgency of repairing existing issues with the roof. This would allow the bids to be inspected and any questions to be answered before the next board meeting. Mike Robertson made a motion to declare an emergency and to seek quotes from McGuff Roofing, Muncie; Fredricks Contractors; Pendleton and Elbert Roofing, Noblesville. Beverly Austin made a second and the motion carried. Mr. Wagner will initiate the process to receive quotes on Tuesday and all quotes should be received by Friday, August 10, 2013.

Public comment was sought, none was forthcoming.

ADJOURNMENT

Wayne Davidson made a motion to adjourn. Dan Prieshoff made a second and the motion carried.

	
_____	Bette Dalzell, Secretary
	
_____	_____
	_____
_____	_____

Agenda

August 12, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

1. Long Range Plan Update
2. Roof Issues – Elwood
3. Homebound Delivery Services

New Business

1. Approve 2014 Budget for Publication
2. Leasing Corporation Administrative Fees

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
August 12, 2013
5:00pm

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on August 12, 2013 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Beverly Austin, Bette Dalzell, Wayne Davidson and Kevin Sipe. Also in attendance were Director Jamie Scott, Administrative Assistant Diana Shepard, Ivan Wagner and Don Hill.

MINUTES

Kevin Sipe made a motion approving the minutes from the July 8, 2013 regular meeting and the August 5, 2013 special meeting. Beverly Austin made a second and the motion carried.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Assistant Treasurer Wayne Davidson signed checks.

OLD BUSINESS

Long Range Plan Update

A motion was made by Kevin Sipe to postpone going forward with long range plan preparations at this time due to other timely issues. Beverly Austin made a second and the motion carried.

Roof Issues—Elwood

Ivan Wagner, hired to help with specifications for a roofing project, presented quotes received from prospective roofers and his recommendations. The quotes are as follows: Fredericks Contractors, \$71,300; Elbert Roofing, \$72,223.71; McGuff Roofing, \$81,220. Mr. Wagner explained pros and cons of each quote and recommended hiring Fredericks Contractors for the project. Fredericks quoted using Timberline Shingles, four power roof vents and also ridge vents. A representative from the shingle manufacture will come and inspect the roof and will recommend what is needed for ventilation. They offered a two year workmanship warranty and a thirty year limited lifetime warranty on the shingles. They will repair any membrane damage in the gutters; they will provide a dumpster away from the building and have a fulltime supervisor on site each day. They will provide a display of the project to keep the public informed as to what is being done. McGuff Roofing had additional costs for using a better shingle and adding vents which made their quote an additional \$100 to \$12,180 above the original quote. Mr. Wagner stated Elbert Roofing had a nice quote but was not sure which grade of shingle they

would be using and if there would be an additional expense for ventilation. It was discussed that the early deterioration of the shingles was probably caused by poor ventilation and the fact that organic material was used in the shingles. The library will be receiving a check in the amount of \$369 for hail damage to the roof. The damage was in the amount of \$869 with a \$500 deductible. Kevin Sipe made a motion to hire Fredericks Contractors to install a new roof and ventilation and repair gutters at Elwood. Bette Dalzell made a second and the motion carried.

Homebound Delivery Services

Elwood Library would like to start a homebound delivery service using two volunteers and library employee Debbie Fox who is in charge of programming. There is a need with five people already showing an interest. The service would start in Elwood for now which would include a story hour at the nursing home. Beverly Austin made a motion to approve the NMCPHS homebound delivery service policy. Bette Dalzell made a second and the motion carried.

NEW BUSINESS

Approve 2014 Budget for Publication

The following 2014 budget was requested for publication:

Operating Fund Budget--\$1,397,850

The maximum estimate funds to be raised are \$744,000 with a tax rate of .1421

The current tax levy is \$724,546

The current tax rate is .1176

Rainy Day Fund estimate \$27,000. There is no maximum estimated amount to be raised or any current tax levy.

The Library Improvement Reserve Fund estimate \$54,000. There is no maximum estimate amount to be raised or any current tax levy.

There are no debt service estimates to be raise.

Wayne Davidson made a motion to approve the 2014 budget for publication. Beverly Austin made a second and the motion carried.

Leasing Corporation Administrative Fees

Kevin Sipe made a motion giving Regions Bank the authority to pay administrative fees from the Sinking and Reserve fund in the amount of \$1,612.50. Beverly Austin made a second and the motion carried.

An item was added to the agenda

Employee Health Insurance

It was explained that the renewal date for employee health insurance through Medical Mutual of Ohio was August 1, 2013. Vital Access Enhanced P25100-3500 was chosen due to the rise in health insurance premiums. The main difference between this plan and our former plan is there is a \$3500 deductible instead of a \$500 deductible. The library currently pays 90% of the premium and the board was asked to consider employees paying 75% of the premium. It was also explained that this would double the amount the employee pays each pay period. Mark Mousty, Benefits Corporation is in the process of providing a quote from United Health Care; Medical Mutual will no longer provide

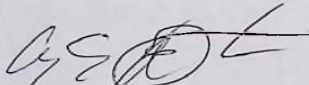
service to Indiana customers starting June 2014 and are working in conjunction with United Health Care. It was also explained the library is working with AFLAC to help employees with the larger deductible. Bette Dalzell made a motion the library continue to pay 90% of the health insurance premium. Wayne Davidson made a second and the motion carried.

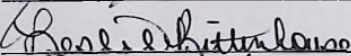
DIRECTOR'S REPORT

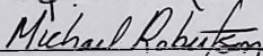
Two new commercial York gas furnaces, two York evaporators and two York condensing units have been installed at Summitville by LMC. A new plenum was also installed and a carbon monoxide detector was purchased and installed. Superior Enterprises, Inc. quoted Bryant gas furnaces which are residential units not commercial. There has been a leak in the computer lab at Elwood. It has been determined that the air handler is not level and that is causing the leakage. It was suggested to move the drain to the back and install PVC piping to go to the front. Roby Plumbing has said the condensate from the boilers is very caustic and all condensate drain pipes should be replaced with PVC piping. George Crowell has installed two new water heaters at Frankton, one in the HVAC closet and one in the staff restroom. One of the two Elwood custodians will be on leave for approximately six weeks. Two temporary part-time custodians will be hired to fill in while she is on leave; one at Elwood and one at Summitville. She has requested to not resume her position at Summitville when she returns. The historical database update is almost finished. Digitization of the Elwood Call Leader microfilm will not be possible unless new reels are purchased. The microfilm reels are to badly damaged to reproduce. Pro Quest is the only one who has microfilm copies of our newspaper before 1935. The proposed final cash distribution from the McKnight estate is \$9,938.69. This will make a total of \$43,750 the Elwood Library will receive from the McKnight estate. New shelving and new lap tops have been purchased from the funds received from the McKnight estate. The library will be conducting a book sale at the Elwood Glass Festival. They will also have a book cart routine in the Glass Festival Parade. Barbara Snipes has made a glass display. There is also a contest of design your own paper weight. Prestige Glass will use the winner's design and make a paper weight. The winner can also participate in the making of the paper weight.

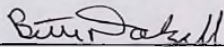
Pubic Comment was sought, none was forthcoming.

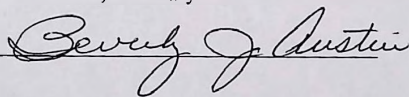
Wayne Davidson made a motion to adjourn. Beverly Austin made a second and the meeting was adjourned.









Bette Dalzell, Secretary


Register Of Claims

North Madison County Public Library System

Report Date: From 7/9/13 To 8/12/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	479	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	(\$2,237.64)	7/31/13	VOID CHECK # 28458 VOUCHER # 476
			County Taxes Withheld	Payroll Deductions	(\$1,043.64)		
				Total this claim =	(\$3,281.28)		
0	475	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	7/31/13	P/R ENDING 7/27/13
				Total this claim =	\$95.00		
0	472	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	7/31/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,915.72		
			Operating Fund	Wages of Janitor	\$1,275.30		
				Total this claim =	\$20,204.63		
0	473	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,545.67	7/31/13	P/R ENDING 7/27/13
			FICA	Payroll Deductions	\$1,252.65		
			Federal Taxes Withheld	Payroll Deductions	\$2,133.48		
			Medicare	Payroll Deductions	\$292.98		
				Total this claim =	\$5,224.78		
0	474	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$502.12	7/31/13	P/R ENDING 7/27/13
			Operating Fund	Emp Cont INPRS	\$1,285.39		
				Total this claim =	\$1,787.51		
0	457	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	7/17/13	P/R ENDING 7/13/13
				Total this claim =	\$95.00		
0	480	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$2,237.64	7/31/13	PAYROLL DEDUCTIONS FOR JULY
			County Taxes Withheld	Payroll Deductions	\$1,043.64		
				Total this claim =	\$3,281.28		
0	456	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$503.11	7/17/13	P/R ENDING 7/13/13
			Operating Fund	Emp Cont INPRS	\$1,288.69		
				Total this claim =	\$1,791.80		
0	455	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,547.64	7/17/13	P/R ENDING 7/13/13
			FICA	Payroll Deductions	\$1,254.28		
			Federal Taxes Withheld	Payroll Deductions	\$2,132.70		
			Medicare	Payroll Deductions	\$293.37		
				Total this claim =	\$5,227.99		

<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>
0	453	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	7/17/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,923.09		
			Operating Fund	Wages of Janitor	\$1,293.50		
				Total this claim =	<u>\$20,230.20</u>		
0	452	CDW GOVERNMENT, INC.	Operating Fund	Technology Equipment	(\$5,805.00)	7/9/13	REVERSE VOUCHER #220, CHECK #
			Gift	Technology Equipment	\$5,805.00		28252 -PAID THROUGH WRONG
				Total this claim =	<u>\$0.00</u>		FUND-SHOULD BE McKNIGHT
							ESTATE
28446	451	JAN ROLAND	Operating Fund	Elwood Adult Programming	\$10.00	7/9/13	PROGAMMING
				Total this claim =	<u>\$10.00</u>		
28447	458	BARBARA MCADAMS	Operating Fund	Frankton Programming	\$50.00	7/17/13	PETTY CASH REIMBURSEMENT
				Total this claim =	<u>\$50.00</u>		
28448	460	KID ZONE PARTY RENTALS	Operating Fund	Elwood Children's Progaming	\$137.00	7/17/13	SNOE CONE MACHINE RENTAL
				Total this claim =	<u>\$137.00</u>		
28449	454	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	7/17/13	P/R ENDING 7/13/13
				Total this claim =	<u>\$450.00</u>		
28450	461	MAGIC & FUN ENTERTAINMEN	Operating Fund	Elwood Children's Programming	\$200.00	7/17/13	MAGICIAN FOR PROGRAM
				Total this claim =	<u>\$200.00</u>		
28451	462	TRISHA SHULER	Operating Fund	Postage & UPS	\$39.20	7/17/13	PETTY CASH REIMBURSEMENT
				Total this claim =	<u>\$39.20</u>		
28452	463	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$86.64	7/17/13	RICOH COPIER COUNT
				Total this claim =	<u>\$86.64</u>		
28453	464	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$73.58	7/17/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$73.58</u>		
28454	459	WELLS BOWLING LANES	Operating Fund	Frankton Programming	\$160.00	7/17/13	As per attached invoices.
			Gift	Frankton Programming	\$140.00		
				Total this claim =	<u>\$300.00</u>		
28455	465	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$42.18	7/31/13	SERVICE FOR ELWOOD &
			Operating Fund	Telephone & Telegraph	\$10.71		SUMMTVILLE
				Total this claim =	<u>\$52.89</u>		
28456	468	CARDMEMBER SERVICE	Operating Fund	Official Records	\$7.14	7/31/13	As per attached invoices.
			Operating Fund	Other	\$53.47		
				Total this claim =	<u>\$60.61</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>
28457	467	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$274.09	7/31/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$274.09</u>		
28458	476	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$2,237.64	7/31/13	PAYROLL DEDUCTIONS FOR JULY
			County Taxes Withheld	Payroll Deductions	\$1,043.64		
				Total this claim =	<u>\$3,281.28</u>		
28459	466	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,850.69	7/31/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$461.06		
				Total this claim =	<u>\$3,311.75</u>		
28460	477	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	7/31/13	P/R ENDING 7/27/13
				Total this claim =	<u>\$450.00</u>		
28461	478	MEDICAL MUTUAL OF OHIO	Insurance	Payroll Deductions	\$1,281.69	7/31/13	HEALTH INSURANCE 8/1/13-9/1/13
			Operating Fund	Emp Cont Group Ins	\$8,331.09		
				Total this claim =	<u>\$9,612.78</u>		
28462	469	TOWN OF FRANKTON	Operating Fund	Electricity	\$416.14	7/31/13	SERVICE FOR FRANKTON
			Operating Fund	Water	\$23.39		
			Operating Fund	Waste Disposal Services	\$25.08		
				Total this claim =	<u>\$464.61</u>		
28463	470	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	7/31/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	<u>\$55.30</u>		
28464	471	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$23.56	7/31/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$23.56</u>		
28465	481	AT&T	Operating Fund	Telephone & Telegraph	\$199.13	8/12/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$199.13</u>		
28466	522	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,316.19	8/12/13	As per attached invoices.
			Operating Fund	Elwood Childrens	\$506.55		
			Operating Fund	Elwood YA	\$461.42		
			Operating Fund	Frankton	\$1,386.34		
			Operating Fund	Summitville	\$1,127.77		
			Operating Fund	Elwood AV	\$195.87		
			Operating Fund	Frankton AV	\$57.08		
			Gift	Frankton Programing	\$498.95		
			Operating Fund	Summitville AV	\$197.62		
				Total this claim =	<u>\$8,747.79</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>
28467	482	BARBARA MCADAMS	Operating Fund	Postage & UPS	\$14.72	8/12/13	PETTY CASH REIMBURSEMENT
			Operating Fund	Frankton Programming	\$36.72		
				Total this claim =	<u>\$51.44</u>		
28468	483	BINGHAM, FARRER & WILSON	Operating Fund	Legal Services	\$138.75	8/12/13	LEGAL SERVICE
				Total this claim =	<u>\$138.75</u>		
28469	484	BOOK PAGE	Gift	Elwood Adult Programming	\$240.00	8/12/13	As per attached invoices.
			Gift	Frankton Programming	\$120.00		
			Gift	Summitville Programming	\$120.00		
				Total this claim =	<u>\$480.00</u>		
28470	485	BOSE, McKINNEY & EVANS LL	Operating Fund	Legal Services	\$1,034.00	8/12/13	LEGAL SERVICE
				Total this claim =	<u>\$1,034.00</u>		
28471	486	BROAD REACH	Operating Fund	Elwood Childrens	\$468.12	8/12/13	As per attached invoices.
				Total this claim =	<u>\$468.12</u>		
28472	487	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$122.81	8/12/13	As per attached invoices.
				Total this claim =	<u>\$122.81</u>		
28473	523	CHESTER INFORMATION TEC	Operating Fund	Professional Services	\$623.75	8/12/13	SYSTEM ENGINEER
				Total this claim =	<u>\$623.75</u>		
28474	488	CINTAS CORPORATION	Operating Fund	Professional Services	\$130.00	8/12/13	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$117.97		
				Total this claim =	<u>\$247.97</u>		
28475	489	CLINT TRICE	Operating Fund	Traveling Expense	\$167.20	8/12/13	MILEAGE
				Total this claim =	<u>\$167.20</u>		
28476	490	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$75.00	8/12/13	FIXED SHINGLES - FRANKTON
				Total this claim =	<u>\$75.00</u>		
28477	491	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$20.80	8/12/13	HELP WANTED AD
				Total this claim =	<u>\$20.80</u>		
28478	492	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,481.48	8/12/13	INTERNET ACCESS
				Total this claim =	<u>\$1,481.48</u>		
28479	493	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$284.07	8/12/13	As per attached invoices.
				Total this claim =	<u>\$284.07</u>		
28480	494	FRONTIER	Operating Fund	Telephone & Telegraph	\$293.77	8/12/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$293.77</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>
28481	495	GEORGE CROWELL	Operating Fund	Professional Services	\$425.00	8/12/13	INSTALL WATER HEATERS - FRANKTON
				Total this claim =	<u>\$425.00</u>		
28482	532	GLOBAL GOV'T/ED SOLUTION	Operating Fund Gift	Technology Equipment Technology Equipment	\$1,451.82 \$6,440.00	8/12/13	As per attached invoices.
				Total this claim =	<u>\$7,891.82</u>		
28483	497	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$200.00	8/12/13	LAWN CARE - FRANKTON
				Total this claim =	<u>\$200.00</u>		
28484	496	HORTON & SONS OF ELWOO	Operating Fund	Operating Supplies	\$287.92	8/12/13	As per attached invoices.
				Total this claim =	<u>\$287.92</u>		
28485	498	IDLEWINE LAWNMOWER SAL	Operating Fund	Equipment/Maint.	\$2.84	8/12/13	REPAIR PARTS
				Total this claim =	<u>\$2.84</u>		
28486	533	INDIANA LIBRARY FEDERATIO	Operating Fund	Dues	\$1,283.00	8/12/13	2014 MEMBERSHIP
				Total this claim =	<u>\$1,283.00</u>		
28487	499	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$17.02	8/12/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$17.02</u>		
28488	501	INDIANA STATE LIBRARY	Operating Fund	Dues	\$250.00	8/12/13	INFO EXPRESS JULY 2013-JUNE 2014
				Total this claim =	<u>\$250.00</u>		
28489	500	INDIANA-AMERICAN WATER C	Operating Fund Operating Fund	Water Waste Disposal Services	\$20.57 \$0.00	8/12/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$20.57</u>		
28490	502	INSPIRE MEDIA	Operating Fund	Professional Services	\$1,052.10	8/12/13	SITE MIGRATION - PHASE 2
				Total this claim =	<u>\$1,052.10</u>		
28491	524	IVAN WAGNER	Operating Fund	Consulting Services	\$500.00	8/12/13	As per attached invoices.
				Total this claim =	<u>\$500.00</u>		
28492	503	JILL MURRAY	Gift	Summitville Programing	\$40.17	8/12/13	PETTY CASH REIMBURSEMENT
				Total this claim =	<u>\$40.17</u>		
28493	531	JOHN W. LADD JR.	Operating Fund	Professional Services	\$330.00	8/12/13	LAWN SERVICE - SUMMITVILLE
				Total this claim =	<u>\$330.00</u>		
28494	504	KMART 9124	Gift	Elwood Adult Programing	\$143.98	8/12/13	As per attached invoices.
				Total this claim =	<u>\$143.98</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>
28495	506	LIBRARICA LLC	Operating Fund	Techology Software	\$833.77	8/12/13	CASSIE
				Total this claim =	<u>\$833.77</u>		
28496	507	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$596.82	8/12/13	As per attached invoices.
				Total this claim =	<u>\$596.82</u>		
28497	505	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$9,981.00	8/12/13	HVAC REPAIRS & NEW HEATING & AIR - SUMMITVILLE
			Operating Fund	Professional Services	\$294.00		
				Total this claim =	<u>\$10,275.00</u>		
28498	508	LOREN'S SERVICE CENTER	Operating Fund	Operating Supplies	\$15.00	8/12/13	As per attached invoices.
				Total this claim =	<u>\$15.00</u>		
28500	509	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$78.00	8/12/13	TRASH SERVICE - FRANKTON
				Total this claim =	<u>\$78.00</u>		
28501	510	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$173.99	8/12/13	As per attached invoices.
			Gift	Summitville Programing	\$19.55		
				Total this claim =	<u>\$193.54</u>		
28502	530	MIDWEST TAPE	Operating Fund	Book Processing	\$287.97	8/12/13	As per attached invoices.
			Operating Fund	Elwood AV	\$1,199.47		
			Operating Fund	Frankton AV	\$450.77		
			Operating Fund	Summitville AV	\$682.69		
				Total this claim =	<u>\$2,620.90</u>		
28503	529	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$99.49	8/12/13	As per attached invoices.
				Total this claim =	<u>\$99.49</u>		
28504	511	PENWORTHY CO.	Operating Fund	Elwood Childrens	\$21.48	8/12/13	As per attached invoices.
				Total this claim =	<u>\$21.48</u>		
28505	512	QUILL CORPORATION	Operating Fund	Office Supplies	\$226.70	8/12/13	As per attached invoices.
				Total this claim =	<u>\$226.70</u>		
28506	513	RAMSAY BUSINESS PRODUCT	Operating Fund	Office Supplies	\$31.27	8/12/13	As per attached invoices.
			Operating Fund	Office Supplies	\$10.00		
			Operating Fund	Professional Services	\$163.50		
				Total this claim =	<u>\$204.77</u>		
28507	514	ROBY'S PLUMBING & APPLIAN	Operating Fund	Professional Services	\$95.00	8/12/13	CHECKED DRAIN FOR HVAC SYSTEM - ELWOOD
				Total this claim =	<u>\$95.00</u>		
28508	515	SPECIALTY STORE SERVICES	Operating Fund	Book Processing	\$338.56	8/12/13	As per attached invoices.
				Total this claim =	<u>\$338.56</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>
28509	516	TIM HANLIN CONSTRUCTION	Operating Fund	Professional Services	\$375.00	8/12/13	ROOF REPAIRS - ELWOOD
				Total this claim =	\$375.00		
28510	517	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$181.09	8/12/13	As per attached invoices.
				Total this claim =	\$181.09		
28512	518	TRUE CHEM, INC.	Operating Fund	Professional Services	\$75.00	8/12/13	WATER TREATMENT TESTING
				Total this claim =	\$75.00		
28513	519	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	8/12/13	LEASE RICOH COPIER
				Total this claim =	\$149.00		
28514	521	U.S. TOY CO/CONSTRUCTIVE	Gift	Elwood Children's Programing	\$39.95	8/12/13	As per attached invoices.
				Total this claim =	\$39.95		
28515	520	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$19.37	8/12/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Gas	\$65.28		
				Total this claim =	\$84.65		

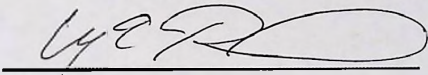
Warrant Claim

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

Total Amount of Claims \$114,974.42

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 12, 2013



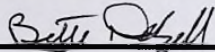
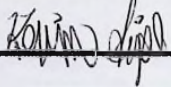

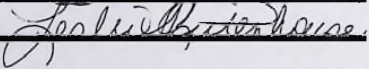
Fiscal Officer

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 August, 20 13

SIGNATURES OF GOVERNING BOARD

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

		ELBERT	FREDERICKS	McGUFFEY	
1	Base Line Quote	\$72,223.91	\$71,300.	#81,220.	Tamko
2					
3	Shingle Manufacturer	Owens Corning	GAF Timberline	Owens Corning	
4		Regular or premium?	Ultra HD Top of the line	option of; certain teed	Tamko
5					
6					
7	Attic Air Circulation	4 Roof Vents	Compliance with Manufacturer Warranty and specifications estimate of 4 power roof vents - plus ridge vents	Alternate: 1- Owens Corning 2- CertainTeed 3. 12 additional Box vents	
8					
9					
10					
11					
12					
13					
14	Warranty	25 Shingles - Manufacturer and workmanship	30 year Limited Life Time	Additional Cost using alternates 1. #100. 2. #6,500. 3. #3,920. 4. #12,180.	
15					
16					
17					
18	Repair Gutters + Membrane	Repair and/or new liners membrane	Repair Gutters and Re-seal Membrane as needed		
19	550 Linear Feet				
20					
21					
22		steel roof Nails	Steel roof nails		
23					
24	Number of Squares	179. (+27 waste cuts)	191 including Waste		
25					
26					
27					
28					
29					
30			Full Time Supervisor		
31			GAF Supervisor		
32					

		ELBERT	FREDERICKS	McGUFF	
1	Base Line Quote	\$ 72,223.91	\$ 71,300.	#81,220. Tanko	
2					
3	Shingle Manufacturer	Owens Corning	GAF Timberline	Owens Corning	
4		Regular or premium?	Ultra HD Top of	option of: certainitekd	Tank.
5			the line		
6					
7	Attic Air Circulation	4 Roof Vents	Compliance with	Alternate:	
8			Manufacturer Warranty	1- Owens Corning	
9			and specifications	2 Certainitekd	
10			estimate of 4 power	3. 12 additional Box vents	
11			roof vents - plus		
12			ridge vents		
13					
14					
15	Warranty	25	30 year Limited	Additional Cost	
16		year - Manufacturer	Life Time	using alternates	
17		and workmanship		1 #100.	
18	Repair Gutters +	Repair and/or New	Repair Gutters	2 # 6,500.	
19	Membrane	liners membrane	and Re-seal	3 # 3,928.	
20	550 Linear Feet		Membrane as Needed	4 # 12,180.	
21					
22		steel roof Nails	Steel roof Nails		
23					
24	Number of Spikes	179 (+27 waste cuts)	191 including Waste		
25					
26					
27					
28					
29					
30			Full Time Supervisor		
31			GAF Supervisor		
32					

ELWOOD PUBLIC LIBRARY
ROOF REPLACEMENT PROJECT

The Elwood Public Library is inviting interested contractors to submit a bid for the purpose of removing and replacing shingles on the roof. The Library was designed in 1995 and was occupied and open to the public following completion in 1997. The building area is approximately 14,600 sq. ft. and does show a slight roof perimeter overhang.

General Notes from design and roof plans at the time of construction (1995)

- ☒ Roof trusses and framing was 2' - 0 on center
- ☒ Plywood substrate designed to be 5/8" minimum
- ☒ All glue to be exterior type
- ☒ Plywood sheets shall have long dimensions perpendicular to supporting roof trusses
- ☒ All nails are to be spaced 3/8" minimum from panel or supporting member edge
- ☒ Nails to penetrate supporting member by 5/8" minimum

SCOPE OF WORK

The contractor will include in the bid submitted how the project would be organized for delivery and how the following work related items would be addressed.

- a. Safety for your workers and patrons. (The library opens daily at 10:00 a.m. on week days for patrons).
- b. Staging for access and use of materials, equipment, and preparation for and during the work day.
- c. Clean-up and disposal of debris.
- d. Insurance.
- e. Warranties/guarantees
- f. Access to water, electricity, restrooms for the workers; The library is smoke free.
- g. Workers are not to park in Patrons parking area but may use the street and the staging area for equipment in use during the daily routine
- h. Include the estimated start date, the approximate number of work days to complete the scope of the project, and references to recent similar hip/valley roof projects

MATERIALS: Handle and store materials with care at project site to prevent physical damage. Comply with manufactures' recommendations for job-site storing, handling, protection and installation i.e. Felt Underlayment, waterproof Underlayment - ice and water shield to extend from the eave to 2' inside exterior wall and installed in all valleys. Nails (aluminum), Ridge Vent, Sheet metal, flashing, fiberglass composite shingles, nails, staples, Galvanized steel sheets, exterior glue. If bad or damaged decking is found and needs to be removed the contractor will provide the cost of a per 4' x 8' sheet of plywood or osb plus labor, materials

Hip and Ridge Shingles: Job Fabricated units to be cut from ,or equal to, prefabricated coping (GAFTimberTec); All shingles to be six-nailed and starter shingles to be installed at all eaves and rakes

Shingles: to be- GAF Timberline Ultra H.D. color of Weathered Wood , or equal to, Certain Teed or Owens-Corning

Gutters: Please include in your Bid the following: Re-attach rubber membrane in gutter as needed with waterproof sealant; Replace rubber membrane where material has deteriorated beyond repair.

EXTRA MATERIALS: (1) Furnish the owner with extra materials that match products installed, shingles to be packaged with protective covering for storage appropriately identified with labels clearly describing contents. (2) Furnish one square coverage of fiberglass shingles identical to those installed in unbroken bundles, with labels included

PROJECT CONDITIONS: Weather limitations - - Proceed with installing fiberglass composite shingles only when existing and forecasted weather conditions will permit exterior work to be performed according to manufactures' recommendations and warranty requirements and substrate is completely dry

SUBMITTALS: Product data for product(s) specified, including details of application/ installation relative to composition, dimensions, individual components, profiles, textures and colors, thickness Samples for verification in the form of 2 full size units of each type of recommended shingle showing the full range of variations expected during the life expectancy of the product

GENERAL WARRANTY: The specific warranty shall not deprive the owner of other rights the owner may have related to the Bid documents, procedures,-and-shall be in addition and run concurrent with product or procedures.

SPECIFIC PRODUCT WARRANTY: The contractor shall submit a written warranty signed /endorsed by the manufacturer agreeing to repair or replace shingles that fail in materials and workmanship within the specified warranty period. Failures include but not limited to deformation or deterioration of shingles beyond normal weathering.

Warranty Period: Limited Life Time Warranty non-pro-rated labor and materials for the first ten years from date of substantial completion

Questions or requests for additional project information may be directed to Jamie Scott, Director, (765) 552-5001 X13. The selection of the successful bidder will be announced at the regular- scheduled board meeting on August 12.

ELWOOD PUBLIC LIBRARY
1600 Main Street
Elwood, IN 46036

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



August 9, 2013

Elwood Public Library
1600 Main Street
Elwood, IN 46036
Attn: Jamie Scott

RE: Re-Roof of Existing Library

Dear Ms. Scott,

We propose to furnish all labor, materials, tools, equipment, public liability and compensation insurance in order to perform the following work:

- We will tear off the existing roof to the decking and dispose of off-site. We will inspect all decking for deterioration and will replace up on a time and material basis. (\$25/sheet of plywood replaced)
- We will perform daily and final clean-up off all debris created by the work, including running magnets to pick-up any loose nails.
- We will install new synthetic felt, ice and water shield (at eaves and valleys), gutter trim metal, rake trim metal, starter shingles, pipe boots, counter flashings and step flashings.
- We will install GAF Timberline Ultra HD, limited-lifetime warranty dimensional shingles and coping. Your warranty will be registered with GAF as we are a factory-certified installer.
- We will install new ventilation (ridge vent and/or power vents) as required by GAF to support the factory warranty you will receive.
- Re-work EPDM gutters to reseal all membrane.
- All work to be performed in a workmanship-like manner. Fredericks Inc will have a full-time, on-site working supervisor to oversee the project and review daily needs and/or concerns of the facility staff.
- Fredericks Inc will take full responsibility of the facility grounds for any damage created by us during construction.
- **PRICE FOR ABOVE ROOF WORK IS \$71,300.00.**

This work carries a three (3) year workmanship warranty from Fredericks Inc. and a limited lifetime warranty on labor & materials on your shingles from the manufacturer.

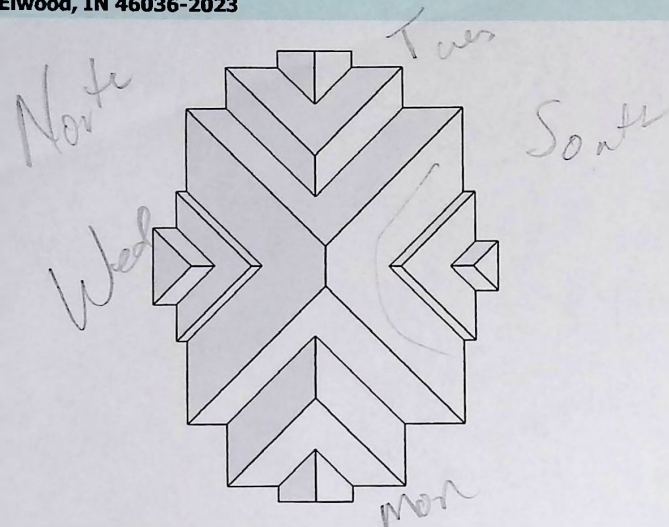
Thank you for the opportunity to quote your roof. If you have any questions, feel free to contact me.

Sincerely,

Nick Fredericks

Nick Fredericks

1600 Main St, Elwood, IN 46036-2023

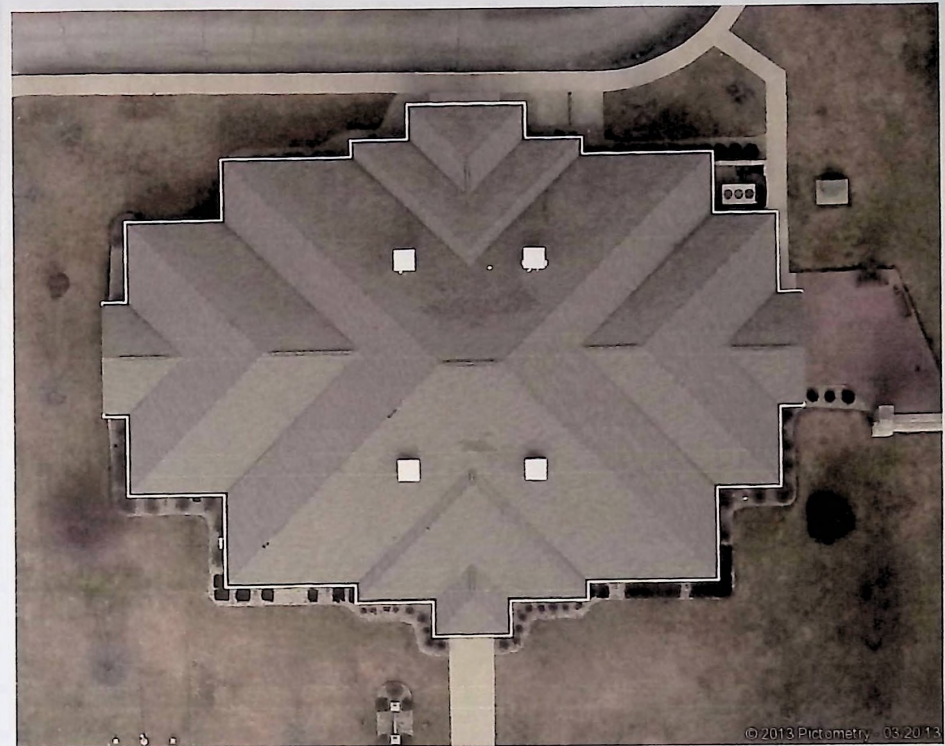


In this 3D model, facets appear as semi-transparent to reveal overhangs.

Images

The following aerial images show different angles of this structure for your reference.

Top View



Report Details

Report: 7096495
Claim: Elwood Library

Roof Details

Total Roof Area = 17,926 sq ft
Total Roof Facets = 26
Predominant Pitch = 6/12
Number of Stories <= 1
Total Ridges/Hips = 868 ft
Total Valleys = 520 ft
Total Rakes = 62 ft
Total Eaves = 542 ft
Total Penetrations = 4
Total Penetrations Perimeter = 96 ft
Total Penetrations Area = 144 sq ft

Report Contents

Images1
Length Diagram.....4
Pitch Diagram.....5
Area Diagram.....6
Notes Diagram7
Penetrations Diagram8
Report Summary9
Additional Property Information11

Contact: Nick Fredericks
Company: Fredericks Inc
Address: PO Box 229
Pendleton IN 46064
Phone: 765-778-7588

Measurements provided by www.eagleview.com



Certified Accurate

www.eagleview.com/Guarantee.aspx

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Report: 7096495
Claim: Elwood Library

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North Side



South Side



East Side



West Side



Report: 7096495
Claim: Elwood Library

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Report: 7096495
Claim: Elwood Library

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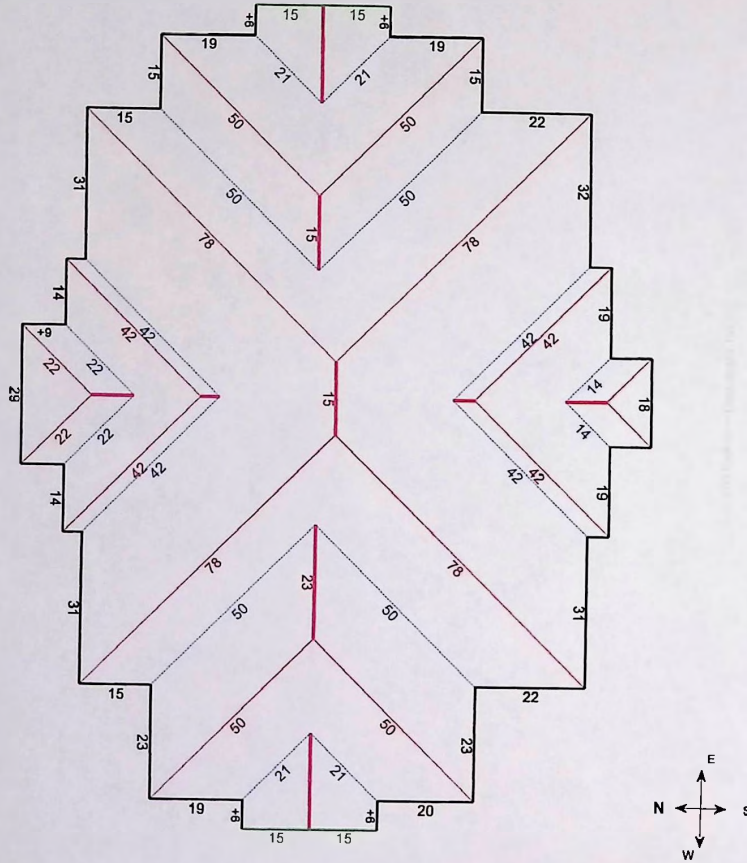
Length Diagram

Total Line Lengths:

Ridges = 120 ft
Hips = 748 ft

Valleys = 520 ft
Rakes = 62 ft
Eaves = 542 ft

Flashing = 0 ft
Step flashing = 0 ft
Parapets = 0 ft



Note: This diagram contains segment lengths (rounded to the nearest whole number) over 5 feet. In some cases, segment labels have been removed for readability. Plus signs preface some numbers to avoid confusion when rotated (e.g. +6 and +9).

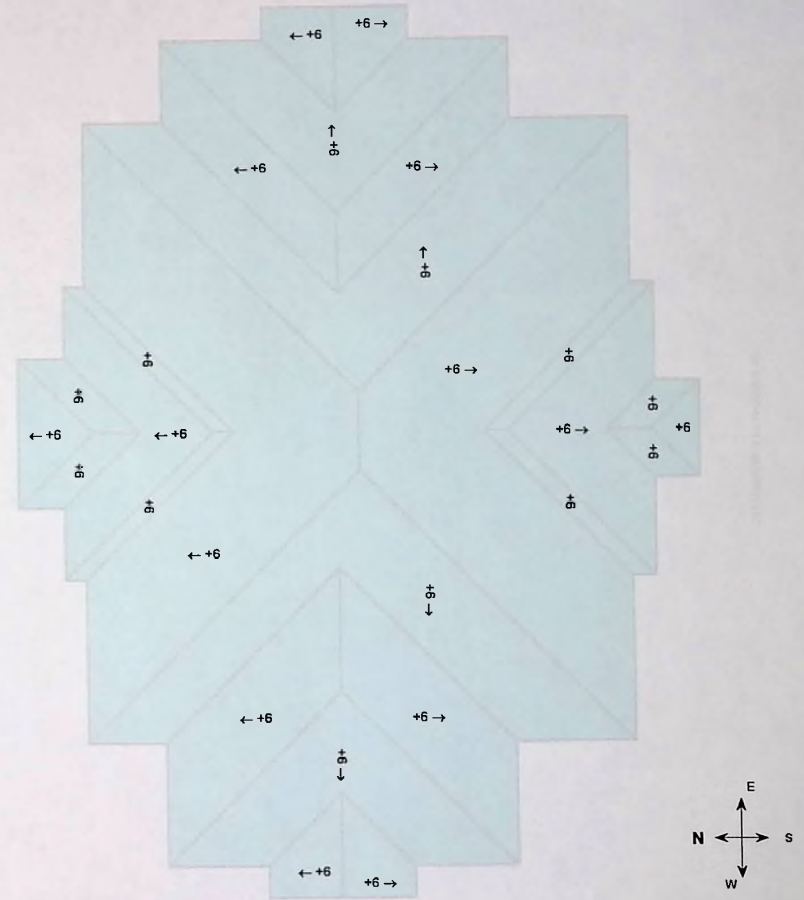
Report: 7096495
Claim: Elwood Library

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Pitch Diagram

Pitch values are shown in inches per foot, and arrows indicate slope direction. The predominant pitch on this roof is 6/12.



Note: This diagram contains labeled pitches for facet areas larger than 20 square feet. In some cases, pitch labels have been removed for readability. Blue shading indicates a pitch of 3/12 and greater.

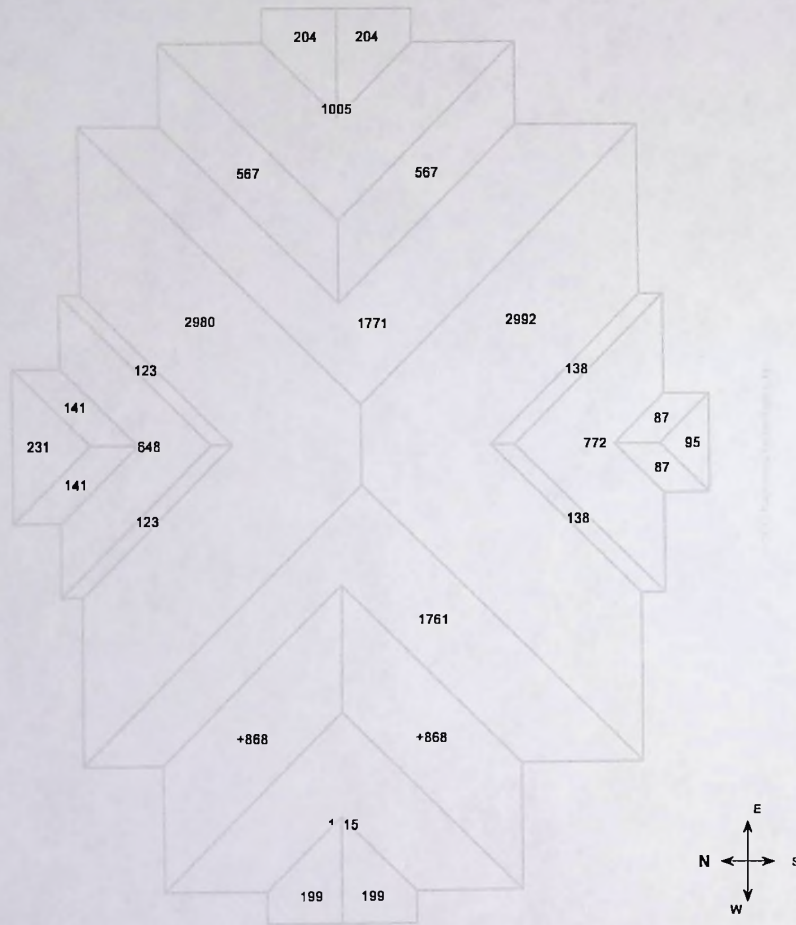
Report: 7096495
Claim: Elwood Library

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Area Diagram

Total Area = 17,926 sq ft, with 26 facets.



Note: This diagram shows the square feet of each roof facet (rounded to the nearest foot). The total area in square feet, at the top of this page, is based on the non-rounded values of each roof facet (rounded to the nearest square foot after being totaled).

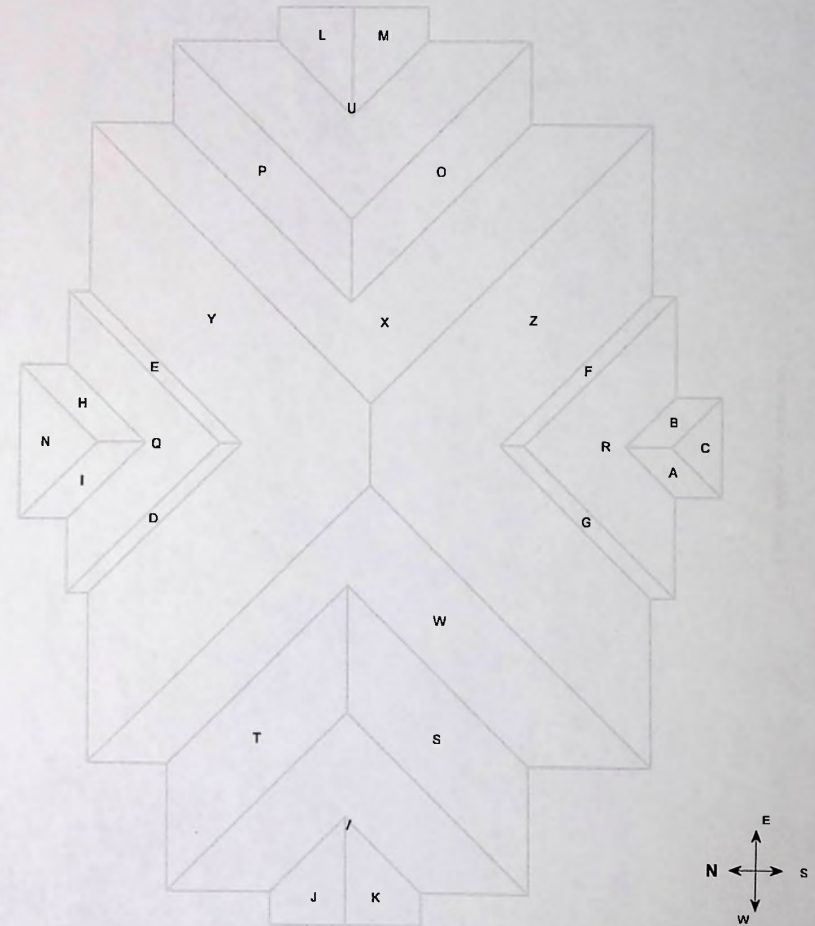
Report: 7096495
Claim: Elwood Library

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Notes Diagram

Roof facets are labeled from smallest to largest (A to Z) for easy reference.



Note: This diagram also appears in the Property Owner Report

Report: 7096495
Claim: Elwood Library

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Penetrations Notes Diagram

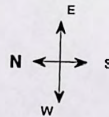
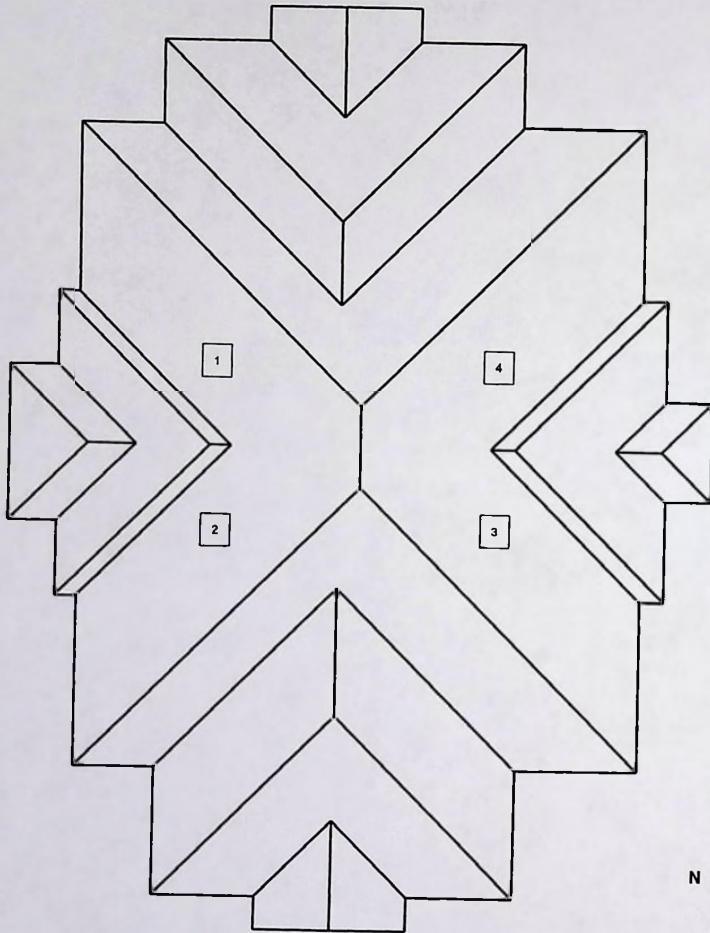
Penetrations are labeled from smallest to largest for easy reference.

Total Penetrations = 4

Total Penetrations Perimeter = 96 ft

Total Penetrations Area = 144 sq ft

Total Roof Area Less Penetrations = 17,782 sq ft



Report: 7096495
Claim: Elwood
Library

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Report Summary

Below is a measurement summary using the values presented in this report.

Areas per Pitch

Roof Pitches	6/12
Area (sq ft)	17925.8
% of Roof	100%

The table above lists each pitch on this roof and the total area and percent (both rounded) of the roof with that pitch.

Waste Calculation Table

Waste %	0%	10%	12%	15%	17%	20%	22%
Area (sq ft)	17,926	19,719	20,077	20,615	20,973	21,511	21,870
Squares	179.3	197.2	200.8	206.1	209.7	215.1	218.7

This table shows the total roof area and squares (rounded up to the nearest decimal) based upon different waste percentages. The waste factor is subject to the complexity of the roof, individual roofing techniques and your experience. Please consider this when calculating appropriate waste percentages. Note that only roof area is included in these waste calculations. Additional materials needed for ridge, hip, valley, and starter lengths are not included.

Penetrations	1-4								
Area (sq ft)	36								
Perimeter (ft)	24								

Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.



Lengths, Areas and Pitches

- Ridges = 120 ft (9 Ridges)
- Hips = 748 ft (16 Hips)
- Valleys = 520 ft (16 Valleys)
- Rakes** = 62 ft (4 Rakes)
- Eaves/Starter** = 542 ft (34 Eaves)
- Drip Edge (Eaves + Rakes) = 604 ft (38 Lengths)
- Parapet Walls = 0 (0 Lengths)
- Flashing = 0 ft (0 Lengths)
- Step flashing = 0 ft (0 Lengths)
- Total Area = 17,926 sq ft
- Total Penetrations Area = 144 sq ft
- Total Roof Area Less Penetrations = 17,782 sq ft
- Total Penetrations Perimeter = 96 ft
- Predominant Pitch = 6/12

Property Location

Longitude = -85.8396584
Latitude = 40.2773398

Notes

This was ordered as a commercial property. It was reported to be single structure. There were no changes to the structure in the past four years.

Total Roof Facets = 26
Total Penetrations = 4

- * Rakes are defined as roof edges that are sloped (not level).
- ** Eaves are defined as roof edges that are not sloped and level.



Report: 7096495
Claim: Elwood Library

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Online Maps

Online map of property

http://maps.google.com/maps?f=q&source=s_q&hl=en&geocode=&q=1600+Main+St,Elwood,IN,46036-2023

Directions from Fredericks Inc to this property

http://maps.google.com/maps?f=d&source=s_d&saddr=PO+Box+229,Pendleton,IN,46064&daddr=1600+Main+St,Elwood,IN,46036-2023**Additional Property Information****Property Details**

Year Built/Effective Year Built:	N/A N/A
---	---------

*Effective Year Built is when the property's major components were revised to meet that year's code.***Weather Data**

Last Hail Event:	4/10/2013
-------------------------	-----------

Hail Count:	18
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*Last hail event is the date of the last recorded hail event (greater than or equal to 3/4") within a one-mile radius.**Hail count is the number of recorded hail events (greater than or equal to 3/4") within a one-mile radius in the past three years.**Data such as weather and property information has been included to enhance your EagleView experience. The data is provided through strategic partners and is not verified by EagleView for accuracy, completeness or reliability.*

Report: 7096495
Claim: Elwood Library

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Report: 7096495
Claim: Elwood Library

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Businesses Near This Property

The links on this page point to businesses near this property (marked by a green arrow in the maps).

Restaurants

<http://maps.google.com/maps?near=1600+Main+St,Elwood,IN,46036-2023&q=Restaurants>

Fast Food

<http://maps.google.com/maps?near=1600+Main+St,Elwood,IN,46036-2023&q=Fast+Food>

Medical Centers

<http://maps.google.com/maps?near=1600+Main+St,Elwood,IN,46036-2023&q=Medical+Centers>

Hospitals

<http://maps.google.com/maps?near=1600+Main+St,Elwood,IN,46036-2023&q=Hospitals>

Doctors

<http://maps.google.com/maps?near=1600+Main+St,Elwood,IN,46036-2023&q=Doctors>

Gas Stations

<http://maps.google.com/maps?near=1600+Main+St,Elwood,IN,46036-2023&q=Gas+Stations>



Report: 7096495
Claim: Elwood Library

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ELBERT CONSTRUCTION

15332 Herriman Blvd.
Noblesville, In 46060

	Summary for Dwelling	
Line Item Total		
Material Sales Tax		72,223.71
Replacement Cost Value		1,866.28
Net Claim		<u>\$74,089.99</u>
		<u>\$74,089.99</u>

Thank You Again for the opportunity to work with you . If you have any questions please call me.
Shawn Moore
765-278-1331
swmoore.elbert@gmail.com

Our estimated start time would 2 weeks from time of contract. This project will take 3 days to complete the roof and 2 to 3 days to replace the gutter liner. If this is not soon enough please let me know.

1600 Main Street, Elwood, IN 46036

August 7, 2013

Report Summary

Below is a measurement summary using the values presented in this report.

Areas per Pitch

Roof Pitches	6/12
Area (sq ft)	17925.8
% of Roof	100%

The table above lists each pitch on this roof and the total area and percent (both rounded) of the roof with that pitch.

Waste Calculation Table

Waste %	0%	10%	12%	15%	17%	20%	22%
Area (sq ft)	17,926	19,719	20,077	20,615	20,973	21,511	21,870
Squares	179.3	197.2	200.8	206.1	209.7	215.1	218.7

This table shows the total roof area and squares (rounded up to the nearest decimal) based upon different waste percentages. The waste factor is subject to the complexity of the roof, individual roofing techniques and your experience. Please consider this when calculating appropriate waste percentages. Note that only roof area is included in these waste calculations. Additional materials needed for ridge, hip, valley, and starter lengths are not included.

Penetrations	1-4								
Area (sq ft)	36								
Perimeter (ft)	24								

Any measured penetration smaller than 3x3 feet may need field verification. Accuracy is not guaranteed. The total penetration area is not subtracted from the total roof area.

Lengths, Areas and Pitches

Ridges = 120 ft (9 Ridges)
 Hips = 748 ft (16 Hips).
 Valleys = 520 ft (16 Valleys)
 Rakes* = 62 ft (4 Rakes)
 Eaves/Starter** = 542 ft (34 Eaves)
 Drip Edge (Eaves + Rakes) = 604 ft (38 Lengths)
 Parapet Walls = 0 (0 Lengths).
 Flashing = 0 ft (0 Lengths)
 Step flashing = 0 ft (0 Lengths)
 Total Area = 17,926 sq ft
 Total Penetrations Area = 144 sq ft
 Total Roof Area Less Penetrations = 17,782 sq ft
 Total Penetrations Perimeter = 96 ft
 Predominant Pitch = 6/12

Property Location

Longitude = -85.8396584
Latitude = 40.2773398

Notes

This was ordered as a commercial property. It was reported to be single structure. There were no changes to the structure in the past four years.

Total Roof Facets = 26
Total Penetrations = 4

* Rakes are defined as roof edges that are sloped (not level).
** Eaves are defined as roof edges that are not sloped and level.



Report: 7175086

Elbert Construction, LLC

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/30/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ellinger Riggs Insurance 111 Carey Drive Noblesville IN 46060	CONTACT NAME: Sandy Riggs PHONE (A/C No. Ext): (317) 774-9400 E-MAIL: sandy@ellingeriggs.com ADDRESS: Noblesville IN 46060	FAX (A/C No.): (317) 774-9401
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Westfield Insurance		24112
INSURER B: Travelers		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES CERTIFICATE NUMBER: CL1343003324 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	CWP6027848	5/13/2013	5/13/2014	EACH OCCURRENCE \$ 1,000,000
					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
					MED EXP (Any one person) \$ 5,000
					PERSONAL & ADV INJURY \$ 1,000,000
					GENERAL AGGREGATE \$ 1,000,000
					PRODUCTS - COMPOP AGG \$ 1,000,000
					\$
	GENTL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO JECT <input type="checkbox"/> LOC				\$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS	CWP6027848	5/13/2013	5/13/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
					BODILY INJURY (Per person) \$
					BODILY INJURY (Per accident) \$
					PROPERTY DAMAGE (Per accident) \$
					\$
	UMBRELLA LIAB EXCESS LIAB				EACH OCCURRENCE \$
					AGGREGATE \$
					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	6JUB4680P74513	5/18/2013	5/18/2014	WC STATUTORY LIMITS OTH-ER
					E.L. EACH ACCIDENT \$ 100,000
					E.L. DISEASE - EA EMPLOYER \$ 100,000
					E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
It is agreed and understood the Certificate Holder is named as an Additional Insured.

CERTIFICATE HOLDER CANCELLATION

Consolidated City of Indianapolis License and Permits Division of Compliance 1200 S Madison Ave., Suite 200 Indianapolis, IN 46225	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Kyle Rasnake/CATRA

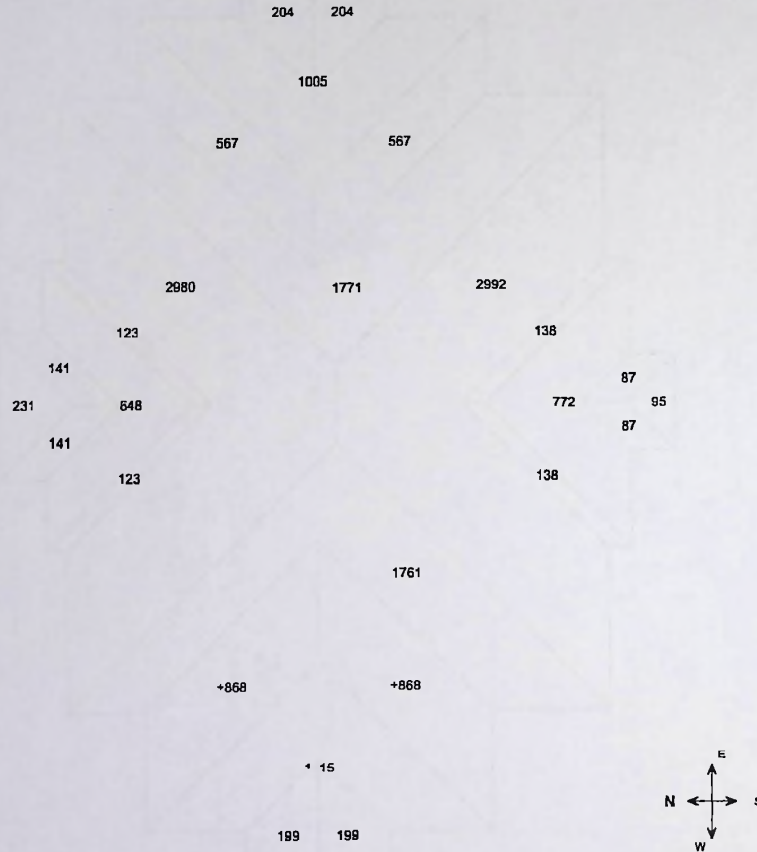
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1600 Main Street, Elwood, IN 46036

August 7, 2013

Area Diagram

Total Area = 17,926 sq ft, with 26 facets.



Note: This diagram shows the square feet of each roof facet (rounded to the nearest foot). The total area in square feet, at the top of this page, is based on the non-rounded values of each roof facet (rounded to the nearest square foot after being totaled).



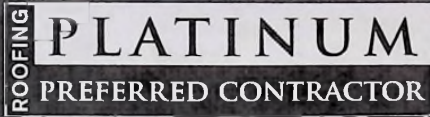
Report: 7175086

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Elbert Construction, LLC

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Page 7



THIS CERTIFIES THAT

Elbert Construction LLC

NAME

15322 Herriman Boulevard Noblesville, Indiana 46060

ADDRESS

December 2010

MEMBER SINCE

210814

ID NUMBER

HAS BEEN APPROVED TO BE AN OWENS CORNING™ ROOFING PLATINUM PREFERRED CONTRACTOR AND HAS MET THE HIGHEST STANDARDS AND STRICTEST REQUIREMENTS, PLUS:

- Maintained Owens Corning™ Preferred Contractor status for at least one (1) year and has been in business for three (3) consecutive years
- Been in good standing with the Better Business Bureau
- Has undergone a Dun & Bradstreet® credit rating
- Has not filed bankruptcy in the last seven (7) years
- Holds at least \$1,000,000 in general liability insurance
- Carries all required state and local licensing and insurance
- Certificate valid until 3/31/14



MATT LAWVER
CONTRACTOR SERVICES LEADER

April 2013

DATE

**ELBERT CONSTRUCTION**15332 Herriman Blvd.
Noblesville, In 46060Insured: Elwood Public Library
Property: 1600 Main Street
Elwood, IN 46036Business: (765) 552-5001
E-mail: noemail@gmail.com

Claim Number: Policy Number: Type of Loss:

Date of Loss: Date Received:
Date Inspected: Date Entered: 8/8/2013 8:33 PMPrice List: TNIN8X_AUG13
Restoration/Service/Remodel
Estimate: 2013-08-08-2033

Thank you for the opportunity to submit a bid to the Elwood Library. For the roof I have recommended using the Owens Corning Duration shingle to help solve the problems you currently have. This shingle has a built in sure nail strip which is a woven fabric in the nailing area that will prevent nails from pulling back through the shingle. This shingle with the 6 nail pattern has a wind rating of 130 MPH. The Platinum warranty is a 20 year warranty that covers manufactures defects as well as workmanship for 20 years. This is 100% tear off and replacement with disposal included and is backed by Owens Corning. this warranty also comes with a 15 year wind warranty. Pamphlet is included. I have also addressed your ventilation issues and gutter issues as per my recommendations, see notes attached to line items.

**ELBERT CONSTRUCTION**15332 Herriman Blvd.
Noblesville, In 46060

2013-08-08-2033

Roof**Roof**

DESCRIPTION	QTY	UNIT PRICE	TOTAL
1. Remove Laminated - High grade - comp. shingle rfg. - w/ felt	179.30 SQ @	43.97 =	7,883.82
23. Laminated - High grade - comp. shingle rfg. - w/ felt	206.25 SQ @	221.63 =	45,711.19
21. Step flashing	40.00 LF @	5.99 =	239.60
6. Ice & water shield	3,186.00 SF @	1.12 =	3,568.32
8. R&R Ridge cap - composition shingles	868.00 LF @	4.74 =	4,114.32
14. R&R Drip edge	65.00 LF @	1.81 =	117.65
13. R&R Gutter apron	569.00 LF @	1.81 =	1,029.89
25. R&R Flashing - pipe jack - lead	1.00 EA @	55.46 =	55.46

Ventilation**Ventilation**

DESCRIPTION	QTY	UNIT PRICE	TOTAL
15. R&R Roof mount power attic vent	4.00 EA @	800.00 =	3,200.00

To bring the ventilation up to code you need 4 powered attic vents to properly cool your attic space. ridge vents would require 390 LF. of ridge vent to properly exhaust your attic space, you only have 120 LF. of ridge that could be vented. This is almost 70% less ventilation than you need. This cost includes installation and wiring of the vents.

Gutters

DESCRIPTION	QTY	UNIT PRICE	TOTAL
20. R&R Modified bitumen self-adhering	542.00 LF @	11.63 =	6,303.46

While inspecting your gutters I realized the glue holding the rubber in the gutter pan is rapidly failing and pulling loose. Approximately 30% of the rubber in the gutter is visibly pulled loose. At the rate the glue is failing it will not be long before you would be trying to repair the remaining rubber in the gutter. Modified bitumen is self adhering which gives it adhesion at 100% of the surface area as opposed to having a glue strip at the edges only. This product will last much longer then installing new EPDM Rubber.

Muncie Office:
610 E. Wyszor St. • Muncie, IN 47305
P: (765) 289-2145 • F: (765) 288-3685



Huntington Office:
351 Lee St • Huntington, IN 46750
P: (260) 356-1120 • F: (260) 359-1125

We propose hereby to furnish material and labor-complete in accordance with above specifications, for the sum of:

Price:
 Base Bid: \$81,220.00
 Seventy Five Thousand Eight Hundred Fourteen-----00/100 Dollars

Alternate #1:(Add) \$ 100.00
 One Hundred -----00/100 Dollars

Alternate #2:(Add) \$ 6,520.00
 Six Thousand Five Hundred Twenty-----00/100 Dollars

Alternate #3:(Add) \$ 3,922.00
 Three Thousand Nine Hundred Twenty Two-----00/100 Dollars

Alternate #4:(Add) \$ 12,780.00
 Twelve Thousand Seven Hundred Eighty-----00/100 Dollars

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 workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature

Note: This proposal may be withdrawn by us if not accepted within 60 days.

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.

Signature _____

Date of Acceptance: _____

Signature _____



Muncie Office:
610 E. Wyszor St. • Muncie, IN 47305
P: (765) 289-2145 • F: (765) 288-3685

Huntington Office:
351 Lee St • Huntington, IN 46750
P: (260) 356-1120 • F: (260) 359-1125

PROPOSAL SUBMITTED TO

Elwood Public Library
Attn: Jamie Scott (Director)
1600 N. Main Street
Elwood, Indiana 46036

8/9/2013

We hereby submit specifications and estimates for:
BASE BID

1. Remove and dispose of existing roofing down to sheathing.
2. Re-Nail any sheathing that is loose and replace any sheathing that is bad at a rate of \$25.00 a sheet.
3. Install new pre fabricated 1-1/2" metal edge.
4. Install Ice and Water at 2' inside exterior walls eaves and rakes, 3' centered in valleys, and around all penetrations.
5. Install 15# felt over exposed sheathing.
6. Install new pipe and step flashings, shop fabricate all new metal for curbs, the cut and install 12 new box vents in between hip to valley connections to allow for proper venting of roof.
7. Install new Tamko Asphalt Laminated 30yr. Shingles with a 10 year NDL Warranty Period and prorated from that point forward.
8. Install new ridge vent then cap all hips and ridges with new pre-cut coping shingles.
9. Remove and repair approx (100) lf of rubber gutter liner.
10. McGuff shall be responsible for any and all lawn damage and repair that occurs during construction.

ALTERNATE #1

1. Substitute Shingle Manufacturer to Owens Corning.

ALTERNATE #2

1. Substitute Shingle Manufacturer to Certainteed.

ALTERNATE #3

1. Substitute (12) Additional Box Vents for Approx 500lf of Hip Ventilation.

ALTERNATE #4

1. Substitute Shingle Manufacturer to Certainteed, Substitute orig 10 year NDL Warranty Period as specified to Certainteed 30 year NDL 5-Star Sure Start Plus Full System Warranty.
In this warranty all labor and material is covered for the first 30 years of roof life and workmanship is covered for the first 25 years, after such time warranty will prorate out to 50 years.

Muncie Office:
610 E. Wysor St. • Muncie, IN 47305
P: (765) 289-2145 • F: (765) 288-3685



Huntington Office:
351 Lee St • Huntington, IN 46750
P: (260) 356-1120 • F: (260) 359-1125

ITEMS TO BE ADDRESSED

SAFETY OF PATRONS:

The safety of the public when working on the project will go as follows:

1. Whenever working over an entry way (or by a high traffic area) McGuff will have areas effected marked off with caution tape.
2. Whenever working over an entry way (or by a high traffic area) McGuff will have signs posted in areas effected saying CAUTION MEN WORKING ABOVE.
3. Whenever working over sidewalks McGuff will have areas closed off and will run magnets at the start, middle, and end of every workday so patrons will not get nails in feet or automobile tires.
4. McGuff will coordinate with library director to work in certain areas at certain times so patrons will be less effected by work being done.

SAFETY OF WORKERS:

The safety of the workers when working on the project will go as follows :

1. At all times McGuff employees will be wearing fall protection.
2. Whatever area employees will be on there will be tow boards anchored into the rafters with 16D Nails.
3. Whenever a McGuff employee is on the ground and people are working above the employee shall have on a hard hat to protect head from falling debris.
4. Whenever cutting (whether it be a circular saw or a saw zaw McGuff Employee shall wear proper safety eyewear.
5. Whenever employee is running Telescoping Forklift he/she shall be wearing a hardat.

WATER/ELECTRICITY/RESTROOMS:

Water/Electricity/Restrooms will be as follows:

1. Water: McGuff shall supply all water and ice for employees in (2) 5-gal. Jugs at the start of every workday.
2. Electricity: McGuff shall provide workers with a generator for all electrical needs.
3. Restrooms: McGuff shall supply a Port-A-John on worksite for employees to use.

Muncie Office:
610 E. Wysor St. • Muncie, IN 47305
P: (765) 289-2145 • F: (765) 288-3685



Huntington Office:
351 Lee St • Huntington, IN 46750
P: (260) 356-1120 • F: (260) 359-1125

CLEANUP/DISPOSAL:

Cleanup/Disposal will be as follows:

1. Cleanup: At the end of all workdays McGuff shall tarp material not being used, the McGuff shall walk entire perimeter and surrounding areas of building with large rolling magnet to pick up all debris left from construction that day. McGuff will also cleanout all gutters from that day of work so so no debris from gutters will drain into downspouts causing potential problems.
2. Disposal: McGuff will set dumpsters on jobsite to dispose of all material removed from jobsite. McGuff will save all metal flashings for library to recycle in marked off area. Areas where dumpsters will be located will be marked off with caution tape and signs for safety of all patrons.

Muncie Office:
610 E. Wisor St. • Muncie, IN 47305
P: (765) 289-2145 • F: (765) 288-3685



Huntington Office:
351 Lee St • Huntington, IN 46750
P: (260) 356-1120 • F: (260) 359-1125

STAGING FOR ACCESS:

Staging for access will be as follows:

1. McGuff workers shall park in the street and will stage area based on conversations and convenience of library.
2. McGuff workers shall start at approximately 6:30 a.m. every morning to minimize stress of starting on patrons of library.
3. Please see attached map as well for better reference.



#1: First Staging Area
#2: Second Staging Area



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/08/13

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CONSOLIDATED INS SERVICES INC 33 N. MERIDIAN SUITE 100 DIANAPOLIS, IN 46260 Jel Contreras	317-846-5805 317-848-6657	AGENT NAME: Nicole L. Perry PHONE (AG, No. Ext): 317-846-5805 FAX (AG, No.): 317-848-6657 E-MAIL ADDRESS: nicolep@consolidatedins.com
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Nat'l Fire Ins Co of Hartford		20478
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED: **McGuff Roofing, Inc.**
610 E. Wysor Street
Muncie, IN 47305

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

SR	LT	TYPE OF INSURANCE	ADDITIONAL SUBROGATION	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
A	X	GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR X XCU Incl		CPM5084172413	05/01/13	05/01/14	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (EA occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 GENL AGGREGATE LIMIT APPLIES PER: POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/>
A	X	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS HIRED AUTOS SCHEDULED AUTOS NON-OWNED AUTOS		BUA5084172427	05/01/13	05/01/14	COMBINED SINGLE LIMIT (EA accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	X	UMBRELLA LIAB EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ -0-		GUP5084172380	05/01/13	05/01/14	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
A	X	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	WCS084172363	05/01/13	05/01/14	X WC STATUTORY LIMITS OTH FR E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	X	Limited Pollution Liability		CPM5084172413	05/01/13	05/01/14	Agg Limit 2,000,000 Occur Lim 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER	CANCELLATION
ELWOO-3 Elwood Public Library 1600 Main St Elwood, IN 46036	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Abel Contreras



Muncie Office:
610 E. Wysor St. • Muncie, IN 47305
P: (765) 289-2145 • F: (765) 288-3685

Huntington Office:
351 Lee St • Huntington, IN 46750
P: (260) 356-1120 • F: (260) 359-1125

INSURANCE WARRANTIES AND GUARANTEES:

- Please see attachments.

TAMKO
BASE BID

The Building upon which the Shingles are installed, the date the Shingles were installed, and the date of the Invoice. The Owner may transfer this Limited Warranty only one (1) time. Except for one transfer to a Purchaser as stated above, this Limited Warranty must not be sold, assigned or transferred in any manner whatsoever. Neither a Purchaser nor any other person may transfer this Limited Warranty. Except as set forth in this paragraph, any assignment, sale or transfer of this Limited Warranty or the building to which the TAMKO Shingles are applied shall immediately terminate the liability of TAMKO and the benefit of all remedies contained herein if it is transferred and any applicable employment and contract law including statutes or court decisions of the state to which it is assigned shall apply.

MANDATORY BINDING ARBITRATION- EVERY CLAIM, CONTROVERSY, OR DISPUTE OF ANY KIND WHATSOEVER (EACH AN "ACTION") BETWEEN YOU AND TAMKO (INCLUDING ANY OF TAMKO'S EMPLOYEES AND AGENTS) RELATING TO OR ARISING OUT OF THE PRODUCT SHALL BE RESOLVED BY FINAL AND BINDING ARBITRATION. REGARDLESS OF WHETHER THE ACTION OCCURS IN WARRANTY, CONTRACT, STATUTE OR ANY OTHER LEGAL OR EQUITABLE THEORY. TO ARBITRATE AN ACTION AGAINST TAMKO, YOU MUST INITIATE THE ARBITRATION IN ACCORDANCE WITH THE APPLICABLE RULES OF ARBITRATION OF THE AMERICAN ARBITRATION ASSOCIATION (WHICH ARE AVAILABLE ONLINE AT www.adr.org) OR BY CALLING THE AMERICAN ARBITRATION ASSOCIATION AT (800-778-7800). THE JUDICIAL ARBITRATION AND MEDIATION SERVICE OR OTHER ARBITRATION SERVICE AGREED TO IN WRITING BY TAMKO, AND PROVIDE WRITTEN NOTICE TO TAMKO BY CERTIFIED MAIL AT P.O. BOX 1404, JOPLIN, MISSOURI 64802 WITHIN ONE YEAR FOLLOWING THE DISCOVERY OF THE LEAK.

ANY ACTION BROUGHT BY YOU AGAINST TAMKO WILL BE ARBITRATED (IF AN ARBITRATION OF THE ACTION IS NOT PROVIDED BY LAW) LEGALLY, INDIVIDUALLY AND YOU WILL NOT CONSOLIDATE OR SEEK CLASS TREATMENT FOR ANY ACTION UNLESS PREVIOUSLY AGREED TO IN WRITING BY BOTH TAMKO AND YOU.

LEGAL REMEDIES: REMEDIES FOR BREACH OF THIS LIMITED WARRANTY (AS APPLIED WARRANTY) ARE EXCLUSIVE AND REPRESENT THE SOLE REMEDIES AVAILABLE TO THE OWNER OR ANY OTHER PERSON OR ENTITY, INCLUDING ANY MORTGAGEE, LIENOR OR OTHER PARTY IN INTEREST. OBLIGATIONS CONTAINED IN THIS LIMITED WARRANTY ARE EXPRESSLY IN LIEU OF ANY OTHER OBLIGATIONS, GUARANTEES, WARRANTIES, AND CONDITIONS EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND OF ANY OTHER OBLIGATIONS OR LIABILITY ON THE PART OF TAMKO BUILDING PRODUCTS, INC. IN RESPECT THAT TAMKO IS LIABLE FOR DIRECT OR INDIRECT ECONOMIC DAMAGES, OR FOR CONSEQUENTIAL OR INCIDENTAL DAMAGES OF ANY KIND OR KINDS WITHOUT LIMITATION, DAMAGES TO THE INTERIOR OR EXTERIOR OF ANY BUILDING, WHETHER FOR BREACH OF THIS WARRANTY, NEGLIGENCE, STRICT LIABILITY OR TORT OR FOR ANY OTHER CAUSE. SOME STATES DO NOT ALLOW EXCLUSION OR LIMITATION OF IMPLIED WARRANTIES OR INCIDENTAL OR CONSEQUENTIAL DAMAGES, SO THE ABOVE LIMITATIONS OR EXCLUSIONS MAY NOT APPLY TO YOU. THIS LIMITED WARRANTY DOES NOT AFFECT THE REMEDY OR REMEDIES AVAILABLE TO YOU. YOU MAY ALSO HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE, RESIDENCY OR JURISDICTIONALITY OF ANY PROVISION HEREIN SHALL NOT AFFECT THE WARRANTY OR RESPONSIBILITY OF ANY OTHER PROVIDER WHICH SHALL REMAIN IN FULL FORCE AND EFFECT. ONE YEAR STATUTE OF LIMITATIONS: NO ACTION FOR BREACH OF THIS LIMITED WARRANTY OR ANY OTHER ACTION AGAINST TAMKO RELATED TO OR ARISING OUT OF THE PRODUCT, ITS PURCHASE OR THIS TRANSACTION SHALL BE Brought later than one year after any cause of action has accrued. IN JURISDICTIONS WHERE STATUTORY CLAIMS OR IMPLIED WARRANTIES ARE AVAILABLE, IMPLIED WARRANTIES AND ALL RIGHTS TO BRING ACTION OR BRING CLASS TREATMENT FOR ANY ACTION UNLESS PREVIOUSLY AGREED TO IN WRITING BY BOTH TAMKO AND YOU.

BE BROUGHT LATER THAN ONE YEAR AFTER ANY CAUSE OF ACTION HAS ACCRUED. IN JURISDICTIONS WHERE STATUTORY CLAIMS OR IMPLIED WARRANTIES ARE AVAILABLE, IMPLIED WARRANTIES AND ALL RIGHTS TO BRING ACTION OR BRING CLASS TREATMENT FOR ANY ACTION UNLESS PREVIOUSLY AGREED TO IN WRITING BY BOTH TAMKO AND YOU.

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NO REPRESENTATIVE, EMPLOYEE OR OTHER AGENT OF TAMKO OR ANY PERSON OTHER THAN TAMKO'S PRESIDENT HAS AUTHORITY TO MODIFY OR VARY ANY PROVISIONS OF THIS LIMITED WARRANTY OR ASSUME FOR TAMKO ANY ADDITIONAL LIABILITY OR RESPONSIBILITY IN CONNECTION WITH THE SHINGLES EXCEPT AS DESCRIBED ABOVE.

This form is set to be copied or reproduced in any manner. This Limited Warranty applies to TAMKO Heritage® Shingles sold as a base building product. The Limited Warranty for your Shingles is the version in effect at the date of retail purchase.

IF YOU ARE NOT SATISFIED WITH THE TERMS AND CONDITIONS OF THIS LIMITED WARRANTY, RETURN ALL UNOPENED MARKETABLE PRODUCTS TO THE ORIGINAL PLACE OF PURCHASE FOR A REFUND.



LIMITED WARRANTY INFORMATION
(To be completed by Owner and Contractor)

Owner's Name _____

Address Where Applied _____

City _____

State _____ Zip _____

Type of TAMKO Shingle applied

- TAMKO Glass-Seal 240 Months (20 Year) Limited Warranty
- TAMKO Elite Glass Seal 300 Months (25 Year) Limited Warranty
- TAMKO Heritage 360 Months (30 Year) Limited Warranty
- TAMKO Heritage IR 360 Months (30 Year) Limited Warranty
- TAMKO Heritage Woodgate 360 Months (30 Year) Limited Warranty
- TAMKO Heritage Premium 600 Months (50 Year) Limited Warranty
- TAMKO Heritage Vintage 600 Months (50 Year) Limited Warranty

Number of Sales Squares _____

Color _____

Date of application of Shingles _____

Total cost of Shingles _____

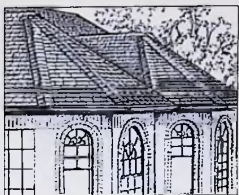
Total cost of Shingle application _____

Contractor's Name _____

Contractor's Signature _____

Date _____

RETAIN THIS LIMITED WARRANTY AND YOUR CONTRACTOR'S RECEIPT(S) FOR FUTURE REFERENCE.



BUILDING PRODUCTS FOR THE PROFESSIONAL.

Since 1944, building professionals and homeowners have looked to TAMKO for quality products that are built to perform. Our extensive line of residential products includes: Heritage® series and Vintage® laminated asphalt shingles, 3-tab shingles, MetalWorks® steel shingles, EverGrain® and EverGrain® Envision® composite decking, Elements® dockboards, Tam-Raft® and Marquee® railing, rolled roofing products, waterproofing materials, ventilation products and asbestos-free cements and coatings. Each of these products delivers TAMKO quality, performance and durability.



P.O. Box 1404
Joplin, MO 64802-1404 USA
tamko.com



TAMKO® Heritage® Elite Glass-Seal® 3-Tab Shingles® Elements® Marquee® MetalWorks® EverGrain® and Envision® are registered trademarks and Marquee is a trademark of TAMKO Building Products, Inc.
© 2011 TAMKO Building Products, Inc.



Heritage® Vintage®
Heritage® Premium
Heritage® Woodgate®
Heritage® IR®
Heritage®
Elite Glass-Seal®
Glass-Seal

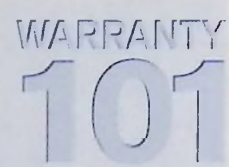
FIBERGLASS SHINGLES LIMITED WARRANTY

Roofing
Warranty 101

O.C.
Ait.#1

Learn about and compare Owens Corning Roofing warranties, or register your warranty online.

If you purchase any of the System warranties, make sure you tell your contractors to register them with us and give you the proof of purchase! Having your roof installed by an Owens Corning™ Roofing Preferred Contractor or an Owens Corning™ Roofing Platinum Preferred Contractor can have a big impact on your warranty coverage. **See a video** about the training our contractors have to go through to give you the best service possible.



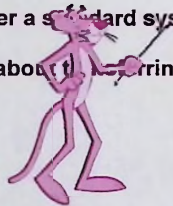
What would you like to do today?

Learn about Owens Corning™ Roofing warranties »

Register a standard warranty »

Register a standard system warranty »

Learn about transferring a warranty »



Related Pages:

[File a warranty claim »](#)

[Register a standard warranty »](#)

[International warranty on non-U.S. and Canada »](#)

[Choosing the right contractor »](#)

[Transfer a warranty form »](#)

Warranty PDFs

[Standard Product Limited Warranty »](#)

[Standard Product Limited Warranty](#)

[Standard Roofing System Limited Warranty »](#)

[Standard Roofing System Limited Warranty](#)

[System Protection Roofing Limited Warranty »](#)

	1	2	3	4	5
Tru Protection® Non-prorated Period	5-10 years	5-10 years	15-50 years	15-50 years	15 years
Material defects covered?	Yes	Yes	Yes	Yes	Yes
Labor to repair material defects covered?	Yes	Yes	Yes	Yes	Yes
Contractor labor charged for original installation?	No	No	Yes	Yes	Yes
Any additional cost to get this warranty?	No	No	Yes	Yes	Yes
Does warranty require system products?	No	Yes	Yes	Yes	Yes
Can ownership be transferred?	Yes, once	Yes, once	Yes, once	Yes, once	Yes

System Protection Roofing Limited Warranty

[Preferred Protection Roofing System Limited Warranty »](#)
Preferred Protection Roofing System Limited Warranty

[Platinum Protection Roofing System Limited Warranty »](#)
Platinum Protection Roofing System Limited Warranty



Buying your Roof

How to purchase a roof - follow these 3 easy steps

If you purchase a system warranty through Owens Corning™ Roofing Preferred Contractor, be sure to have them register

your warranty. You will receive your warranty packet directly from us.

- **Our Products:** • Call 1-800-GET-PINK (1-800-438-7465)
- Roofing and Asphalt
- Residential Insulation
- Commercial Insulation

• Basement Finishing System

• Composites

• **Contact Us:**

- Call 1-800-GET-PINK® (1-800-438-7465)

• File a Roofing Warranty Claim

• Register a Standard Warranty

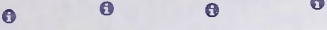
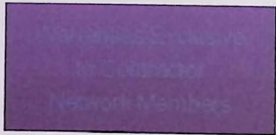
• Submit Product Questions

• Give Us Feedback

• **About Us:**

- Investors
- In Our Communities
- Company History
- Media Room
- Careers / Jobs
- Tradeshows

• **Social Media:**

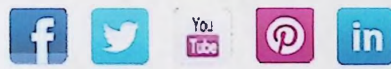


Owens Corning direct links:

Does this warranty extend coverage for other roof components?	No	Yes – Same warranty length of shingle installed	Yes – Same warranty length of shingle installed	Yes – Same warranty length of shingle installed	Yes – Same warranty length of shingle installed
Workmanship Coverage	None	None	None	10 years	Lifetime††

+ Berkshire® Hip & Ridge is required for 15-year Algae Resistance Limited Warranty.
 ++ WeatherGuard HP®/ProEdge STORM™ Hip & Ridge is required to complete the UL2218 Class 4 impact resistant roof system.
 ***130 MPH is applicable only with 6-nail application in accordance with installation instructions.
 ***130 MPH is applicable only with 6-nail application and Owens Corning™ Starter Shingle products application along eaves and rakes in accordance with installation instructions.
 ††Lifetime workmanship is only available to original purchaser and is not fully transferable. See actual warranty for complete details, limitations and requirements.

GoTo



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 The color PINK is a registered trademark of Owens Corning. THE PINK PANTHER™ & © 1964–2013 Metro-Goldwyn-Mayer Studios Inc. All Rights Reserved.

- Homeowner +
- Building Professional, Contractor +
- Engineers, Architects and Specifiers +
- Composites Professionals +



Limited Warranty on Roofing System.

Limitations on the transferability of this warranty are set forth herein.

Introduction
 This is the limited warranty on the roofing system that will be installed on the building under the terms of the Contract Documents for the building. This warranty is given by Owens Corning Roofing & Asphalt, LLC ("Owens Corning") to the owner of the building. Owens Corning Roofing & Asphalt, LLC is a wholly owned subsidiary of Owens Corning Fiberglas, Inc. ("Owens Corning Fiberglas"). Owens Corning Fiberglas is a public company whose securities are traded on the New York Stock Exchange. Owens Corning Fiberglas is a member of the Owens Corning Group, a group of companies whose securities are traded on the New York Stock Exchange.

Who is Covered
 This limited warranty is given to the owner of the building. Owens Corning Roofing & Asphalt, LLC is not responsible for any damage to the building caused by the negligence of the contractor or any other party.

EXCLUDED INSTALLATIONS

Owens Corning Roofing & Asphalt, LLC does not warrant a roofing system installed on any of the following types of buildings:

1. One-story buildings with asphalt shingle roofs.
2. Buildings with roofs that are not covered by the terms of the Contract Documents.

How Long Are You Covered?
 This limited warranty is given for a period of 10 years from the date of installation of the roofing system.

What is Covered
 This limited warranty covers the materials and workmanship of the roofing system installed on the building.

What is Not Covered
 This limited warranty does not cover damage to the building caused by the negligence of the contractor or any other party.

How to File a Claim
 If you have a claim under this limited warranty, you must contact Owens Corning Roofing & Asphalt, LLC within 90 days of the date of discovery of the claim.

Limitations on Remedies
 Owens Corning Roofing & Asphalt, LLC's liability under this limited warranty is limited to the cost of repair or replacement of the roofing system.

Assignment
 This limited warranty is not assignable.

Entire Agreement
 This limited warranty constitutes the entire agreement between the parties.

Construction
 The terms of this limited warranty shall be construed according to their plain meaning.

Severability
 If any provision of this limited warranty is held to be unenforceable, the remaining provisions shall remain in effect.

Force Majeure
 This limited warranty shall be subject to the terms of the Contract Documents.

Waiver
 This limited warranty shall not be construed as a waiver of any other warranties.

Remedy
 This limited warranty shall not be construed as a remedy for any other claims.

Choice of Law
 This limited warranty shall be governed by the laws of the state of Ohio.

Arbitration
 Any dispute arising out of or under this limited warranty shall be resolved by arbitration.

Assignment of Rights
 Owens Corning Roofing & Asphalt, LLC reserves the right to assign its rights under this limited warranty.

Waiver of Defenses
 Owens Corning Roofing & Asphalt, LLC waives any defenses it may have to this limited warranty.

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Roofing System	Roofing System	Roofing System	Roofing System
Asphalt Shingle	Single Ply Membrane	Modified Bitumen	Green Roofing
Single Ply Membrane	Modified Bitumen	Green Roofing	Asphalt Shingle
Modified Bitumen	Green Roofing	Asphalt Shingle	Single Ply Membrane
Green Roofing	Asphalt Shingle	Single Ply Membrane	Modified Bitumen

Transferability of This Warranty
 This limited warranty is non-transferable. It is given only to the owner of the building at the time of installation. If the building is sold, the warranty is given to the new owner.

What is Not Covered
 This limited warranty does not cover damage to the building caused by the negligence of the contractor or any other party.

How to File a Claim
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Owens Corning Roofing & Asphalt, LLC Limited Warranty on Roofing System - Warranty Transfer Card

TRANSFER DATE: March 8, 2012

Transferred To: _____

Original Purchaser: _____

Original Installation Date: _____

Home Phone: (____) _____

Work Phone: (____) _____

Cell Phone: (____) _____

Email Address: _____

Postal Address: _____

City/State/Zip: _____

Submitted By: _____ Date: _____

U Proof of Purchase and Installation Data Provided (60' days of the date of installation) will be required to validate this warranty.

Call 1-800-ROOFING web site for registration information.

For more information, visit 1-800-COR-FLOOR or go to our web site at www.owenscorning.com. ©2011 Owens Corning Fiberglas, Inc.

Green Building Product Information
 Owens Corning Roofing & Asphalt, LLC is committed to providing green building products. For more information, visit www.owenscorning.com.

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Owens Corning Roofing & Asphalt, LLC Limited Warranty on Roofing System - Registration Card

Completed in this registration and is optional.

Original Installation Date: _____

Homeowner Name: _____

Address: _____

City/State/Zip: _____

Work Phone: (____) _____

Home Phone: (____) _____

Cell Phone: (____) _____

Email Address: _____

Postal Address: _____

City/State/Zip: _____

Name of Contractor/Installer: _____

Notes: Please retain proof of purchase and installation date with your important records.

For more information, visit www.owenscorning.com. ©2011 Owens Corning Fiberglas, Inc.

Owens Corning Roofing & Asphalt, LLC Limited Warranty on Roofing System - Registration Card

Owens Corning Roofing & Asphalt, LLC Limited Warranty on Roofing System - Registration Card

TRANSFER REGISTRATION

CTRAH#2

CertainTeed

Limited Warranty

Asphalt Shingle Products



CertainTeed
SAINT-GOBAIN

Congratulations... and thank you for your recent purchase of one of the fine products from CertainTeed Roofing. Since 1904, CertainTeed has been producing quality roofing products that provide long-lasting beauty and protection for homes of every size, style and age. For over 100 years, the basis for our name, "Quality made certain, satisfaction guaranteed," has been our ongoing philosophy.

Your CertainTeed roofing warranty fully explains how CertainTeed supports its products with the strongest warranty protection available. It is important that you read the warranty section of this brochure. The warranty lists the specific CertainTeed asphalt shingle products that are covered and the period of time for which they are covered. Take the time to understand how CertainTeed protects your purchase by standing behind our products.

Limited, Prorated and Transferable Warranty

This warranty covers asphalt shingle products listed in Table 1, sold only in the United States of America, its territories and Canada.

What and Who Is Covered and for How Long

CertainTeed warrants to the original property owner/consumer that, when subject to normal and proper use, its shingles will be free from manufacturing defects for the length of time specified in Table 1 and that CertainTeed will pay to repair, replace or clean, at its option, any shingles CertainTeed determines are defective under the terms of this Limited Warranty. In the event of repair, replacement or cleaning pursuant to the terms of this Limited Warranty, the warranty applicable to the original shingles shall apply to the repaired, replaced or cleaned shingles and will extend for the balance of the original warranty period.

The Lifetime warranty period offered for certain shingles in Table 1 is only available to individual homeowners. The warranty period for shingles installed on premises not used by individual homeowners as their residence is limited as specified in Table 1. All other structures and property owners (e.g. corporations, governmental agencies, partnerships, trusts, religious organizations, schools, condominiums, homeowner associations or cooperative housing arrangements, apartment buildings, and any other type of building or premises not owned by individual homeowners) are limited to either a 50-year or 40-year warranty period described in Table 1.

Lifetime means as long as the original individual home owner (or the second owner, if the warranty was properly transferred during the SureStart period) owns the property where the shingles are installed.

SureStart™ Protection

Because CertainTeed roofing products are manufactured to the highest quality standards, we confidently include the additional assurance of SureStart™ protection. SureStart provides the strongest non prorated protection you can get in the vital early years of your new roof.

All of CertainTeed's shingle products are covered by SureStart protection. Under this warranty feature, CertainTeed, at no charge, will pay to repair or replace, at its option, any shingles CertainTeed determines are defective during the SureStart period. Note: Wind warranty and algae warranty are covered separately as described on pages 4 & 5. The SureStart period begins on the date of application and terminates following the period specified in Table 1. CertainTeed's maximum liability under SureStart is equal to the reasonable cost of comparable replacement shingles and labor as determined by CertainTeed to replace or repair the defective shingles. Roof tear-off, metal work, flashing and disposal expenses, and other costs or expenses incurred during such repair or replacement are not covered or reimbursed by this Limited Warranty, except for certain products with Lifetime warranty periods specified in Table 1, for which CertainTeed's maximum liability also includes the cost of roof tear-off and disposal.

In instances in which CertainTeed, under the terms of this warranty, has agreed to pay the reasonable cost of labor required to repair or replace defective shingles, CertainTeed will provide reimbursement only upon receipt of a copy of the contractor's invoice or other written evidence of the completion of such work which CertainTeed, in its sole discretion, deems acceptable.

SureStart protection does not extend to any shingles applied to non-ventilated or inadequately ventilated roof deck systems as determined by CertainTeed, except as stated on page 4. CertainTeed's maximum contribution toward the cost of repairing or replacing defective shingles applied to a non-ventilated or inadequately ventilated roof deck system is calculated using the

reasonable cost of comparable replacement shingles as determined by CertainTeed less 1/120th of that amount multiplied by the number of months from the start of the warranty period to the date when CertainTeed determines the shingles are defective. Labor costs, roof tear-off, metal work, flashing and disposal expenses, and other costs or expenses incurred during such repair or replacement are not covered or reimbursed by this Limited Warranty.

Beyond SureStart Protection

If CertainTeed determines its shingles are defective after the SureStart period, CertainTeed's maximum contribution toward the cost of repairing or replacing defective shingles will be calculated using the reasonable cost of comparable replacement shingles as determined by CertainTeed less the Reduction Figure Per Month, specified in Table 1, for the number of months from the start of the warranty period to the date when CertainTeed determines the shingles are defective. Labor costs, roof tear-off, metal work, flashing and disposal expenses, and other costs or expenses incurred during such repair or replacement are not covered or reimbursed by this Limited Warranty.

TABLE 1

Lifetime Products ^A	Warranty Period	SureStart Period	Wind Warranty Miles Per Hour	Algae Resistant Warranty Period ¹	Reduction Figure Per Month
Grand Manor™ Presidential Shake™ TL Presidential Solaris™ Landmark™ TL Presidential Shake™ (& IR) ² Carriage House™ Landmark™ Premium Landmark Solaris™ (& IR) ² Landmark™ PRO Highland Slate™ (& IR) ² Independence™	Lifetime ^A	10 Years	110 ^{††}	15	1/600*
Lifetime Products ^B	Warranty Period	SureStart Period	Wind Warranty Miles Per Hour	Algae Resistant Warranty Period ¹	Reduction Figure Per Month
Landmark™ IR ² Landmark™ Hatteras®	Lifetime ^B	10 Years	110 ^{††}	10	1/600*
20 - , 25 - and 30 - Year Products	Warranty Period	SureStart Period	Wind Warranty Miles Per Hour	Algae Resistant Warranty Period ¹	Reduction Figure Per Month
XT 30™ (& IR) ²	30 Years	5 Years	70 ^{†††}	10	1/360
XT 25™	25 Years	5 Years	60	10	1/300
CT 20™	20 Years	3 Years	60	10	1/240
Any shingles applied to any inadequately ventilated roof deck	10 years [†]	N/A	N/A	N/A	1/120

A. The Lifetime Warranty period is only available to individual homeowners. The warranty period for these shingles installed on premises not used by individual homeowners as their residence is limited to 50 years and the SureStart period is 10 years following the installation of the shingles. Roof tear-off, metal work, flashing and disposal expense, incurred during repair or replacement are covered or reimbursed by this Limited Warranty. Limited Warranty transferees during the SureStart period are limited to a 50-year warranty period (see section titled "Transfers During the SureStart Period" for details).

B. The Lifetime Warranty period is only available to individual homeowners. The warranty period for these shingles installed on premises not used by individual homeowners as their residence is limited to 40 years and the SureStart period is 5 years following the installation of the shingles. Limited Warranty transferees during the SureStart period are limited to a 40-year warranty period (see section titled "Transfers During the SureStart Period" for details).

* For Lifetime products, at the completion of the 40th year the reduction figure will remain at 480/600, or 20% of the total maximum liability.

† For details of warranty coverage for shingles installed on inadequately ventilated roof decks on both residential and commercial buildings, see provisions under "Inadequately Ventilated and Non-Ventilated Decks."

†† Wind warranty upgrade – these products are warranted to resist blow-off due to wind velocities, including gusts, up to a maximum of 130 miles per hour during the first fifteen (15) years, provided all of the following conditions are met:

1. The CertainTeed shingles are not applied over existing roof shingles (roof-overs are not permitted).
2. The CertainTeed specified corresponding hip and ridge accessory products are installed as cap shingles (Shadow Ridge™, Cedar Crest™, Shangle Ridge™, Mountain Ridge™, Landmark Solaris™ (& IR) and Hatteras™).
3. The CertainTeed specified corresponding starter shingles are installed along the roof eaves and rakes (Swiftstart™, High-Performance Starter and Presidential Starter).

(Note: In Florida, CertainTeed will waive the requirement of applying starter shingles along the roof rake if all of the following conditions are met: The applicable building code requires that asphalt roof shingles be embedded in an 8-inch-wide bed of asphalt roofing cement applied along the roof rake edges. And, the shingles are installed and embedded in an 8-inch-wide bed of asphalt roofing cement along the roof rake edges in accordance with the code.)

††† The Wind warranty for XT 30 (& IR) for the Northwest region is 80 mph. The Wind warranty is 100 mph in Hawaii and Alaska only.

¹ Algae Resistant Warranty period applies only to the Algae Resistant (AR) version of the pertinent shingle.

² CertainTeed's Impact Resistant (IR) versions of Landmark™, Presidential Shake™, Highland Slate™, Landmark Solaris™, and XT™ 30 shingles comply with UL 2218 Impact Resistance of Prepared Roof Covering Materials test criteria at time of manufacture.

Transferability

This Limited Warranty is transferable, but only by the original property owner/consumer to the first subsequent property owner. After the Limited Warranty has been transferred once, it is no longer transferable. The warranty transfer is only effective if the subsequent property owner provides written notice of the transfer to CertainTeed within sixty (60) days from the real estate title transfer date. (Notice must be sent to CertainTeed Roofing Technical Services Department, 1400 Union Meeting Road, Blue Bell, PA 19422.)

Transfers During the SureStart Period

If this Limited Warranty is properly transferred during the product's SureStart period, the warranty for the new owner is the same as it would have been for the original owner, except for certain products with Lifetime warranty periods where the duration of the transferred warranty will be 50 years or 40 years as specified in Table 1, measured from the beginning of the SureStart period (i.e. the date of installation), and the remaining period of SureStart protection will be available to the subsequent property owner.

Transfers After the SureStart Period

If this Limited Warranty is properly transferred by the original property owner/consumer after the SureStart period, the warranty following the transfer will be limited to two (2) years from the date of real estate title transfer. The warranty obligation will be calculated as explained in the section titled "Beyond SureStart Protection."

Limitations

This Limited Warranty does not provide protection against, and CertainTeed will have no liability for, any failure, defect or damage caused by situations and events beyond normal exposure conditions, including but not limited to:

- Winds, including gusts, greater than the Wind Warranty MPH in Table 1.
- Damage caused by lightning, hailstorm, earthquake, fire, explosion, flood or falling objects.
- Damage caused by tornado, or hurricanes (other than as warranted under Wind Warranty MPH in Table 1).
- Distortion, cracking or other failure or movement of: the base material over which the shingles are applied, the roof deck, or the walls or foundation of the building itself.
- Damage caused by structural changes, alterations or additions, or by the installation of equipment (such as, but not limited to, aerials, signs or air-conditioning equipment) to the building after the original shingles have been applied.
- Shading, stains or discoloration to the shingles arising from outside sources such as, but not limited to, algae (unless blue-green algae as described in the section titled "Limited Algae Warranty"), fungus, moss, lichens or other vegetation, mold or mildew growth, or paints, chemicals or other similar materials.
- Misuse, abuse, neglect, or improper transportation, handling or storage of the shingles.
- Installation of the shingles over non-approved roof decks as more fully explained in CertainTeed's installation instructions published at the time of original installation.

- Damage caused by improper installation or installation not in accordance with CertainTeed's installation instructions published at the time of original installation.
- Damage to the shingles, the roof deck or the structure caused by ice backup or ice damming.
- Vandalism or acts of war.
- Any other cause not a result of a manufacturing defect in the shingles.

Mold and mildew are functions of environmental conditions and are not manufacturing defects. As such, mold and mildew are not covered by this Limited Warranty or any implied warranty.

CertainTeed reserves the right to discontinue or modify any of its products, including the color of its shingles, and shall not be liable as a result of such discontinuance or modification, nor shall CertainTeed be liable in the event replacement material varies in color in comparison to the original product as a result of normal weathering. If CertainTeed replaces any material under this warranty, it may substitute products designated by CertainTeed to be of comparable quality or price range in the event the product initially installed has been discontinued or modified.

Inadequately Ventilated and Non-Ventilated Decks

Any shingles applied to inadequately ventilated or non-ventilated decks, other than the shingles and deck systems described in the section titled "Insulated Decks and Radiant Barriers," are subject to a reduced limited warranty period of ten (10) years and do not qualify for SureStart Protection. **SureStart Protection and the Warranty Period applicable to the shingle are available if CertainTeed determines that the shingle damage was caused exclusively by a manufacturing defect that is unrelated to the inadequate roof system ventilation.**

Insulated Decks and Radiant Barriers

CertainTeed's Limited Warranty, including SureStart Protection, will remain in force when its fiber glass shingles are applied to roof deck assemblies where foam insulation is prefabricated into the roof deck system (often called "nailboard insulation"), where insulation is installed beneath an acceptable roof deck system, or where radiant barriers are installed, with or without ventilation, directly below the deck. Acceptable roof deck surfaces must consist of at least 3/8" thick plywood or 7/16" thick Oriented Strand Board (OSB) and slopes must be 2:12 or greater. If a different deck surface material will be utilized, please contact CertainTeed's Technical Services Department for assistance. (See the following important restrictions.)

The design professional is responsible for ensuring: 1) the proper quality and application of the insulation and/or radiant barrier, 2) the provision of adequate structural ventilation and/or vapor retarders as determined to be necessary, and 3) that all local codes are met (particularly taking into account local climate conditions). Special attention must be taken if cellular foam, fiber glass, cellulose insulation or other highly permeable insulation will be used in an unventilated system, or if the insulation/rafter or insulation/joist planes may create an air leak that could lead to moisture transmission and condensation problems. All these important factors and decisions, while not the responsibility of CertainTeed, are critical to assure proper deck system performance.

Ventilated Nail-Base Roof Insulation

Ventilated Nail-Base Roof Insulation products (e.g. Flint Board™ CV) are made of rigid insulation (typically foam board) and another layer of material that provides air space above the insulation and below the nailable deck (which is typically at least 7/16" thick OSB or 3/8" thick plywood). These products can provide soffit-to-ridge ventilation, and if installed in accordance with the deck manufacturer's instructions to achieve sufficient ventilation, will not reduce the scope or length of CertainTeed's Limited Warranty coverage.

Limited Algae Warranty

Blue-green algae, which is commonly but incorrectly called "fungus," can create unsightly streaking on shingles. CertainTeed warrants that the Algae-Resistant (AR) versions of the products in Table 1 will remain free from blue-green algae growth (but not mold or mildew growth) which adversely affects the overall appearance of said shingles for a period of ten (10) or fifteen (15) years, as noted in Table 1.

If during the Algae-Resistant Warranty Period specified in Table 1, the overall appearance of the Algae-Resistant shingles is adversely affected by blue-green algae, CertainTeed will pay the reasonable cost to replace or clean at its option, any affected shingles. In the event of replacement or cleaning, for the remainder of the Algae-Resistant Warranty Period,

CertainTeed's maximum contribution towards subsequent replacement or cleaning will be calculated using the Algae-Resistant Warranty Period specified in Table 1, less a prorated adjustment that reflects the number of months that have elapsed from the start of the Algae-Resistant Warranty Period to the date of reoccurrence.

WARNING: FOR LOW-VOLUME RAIN AND SALT FOG AREAS

In areas of low-volume rain (e.g. areas that receive insignificant rainfall during a 90-day period) and/or "salt fog" (e.g. parts of the Southern California coastline), copper released by algae-resistant (AR) granules or shingles can react with aluminum in gutters and cause severe corrosion of the gutters. In such regions, CertainTeed strongly recommends that vinyl or copper gutters, not aluminum gutters, be used with algae-resistant shingles. CertainTeed disclaims all liability and responsibility for any damages that may result from the use of its algae-resistant shingle products with copper granules where gutters containing aluminum are used.

Limited Wind Warranty

CertainTeed warrants its shingles will resist blow-off damage due to wind velocities, including gusts, up to the maximum wind velocity per the Wind Warranty MPH specified in Table 1 during the first fifteen (15) years of the warranty for Lifetime products and during the first five (5) years for all other products listed in Table 1.

CertainTeed's obligations and liability for shingle blow-off damage during the wind warranty periods as specified above are limited as follows:

- If shingles blow off because the shingle's self-sealing asphalt strips did not activate, CertainTeed will have no liability or warranty obligation unless CertainTeed is afforded the opportunity to hand seal, at its expense, any non-sealing shingles.
- If shingles blow off even though the shingle's self-sealing asphalt strips did activate, CertainTeed will furnish replacement shingles without charge, but only for damaged or blown off shingles. CertainTeed will not be responsible for or reimburse labor costs, roof tear-off, metal work, flashing and disposal expenses, or any other costs pertaining to removal or replacement of damaged shingles. Any costs in excess of CertainTeed's material contribution are the property owner's responsibility (and may be covered by homeowner's insurance).
- CertainTeed shall have no liability for any shingles not fastened in accordance with CertainTeed installation instructions published at the time of original installation.
- CertainTeed shall have no liability for any damage to persons or property caused by blown off shingles.
- CertainTeed's maximum liability during the wind warranty period is the reasonable cost of hand sealing all of the shingles on the roof.

Flintlastic™ SA (Self-Adhering) System

For low slope residential roofing projects less than 2000 square feet (20 squares), CertainTeed offers a limited roof membrane warranty as follows: A 10-year warranty duration on a single ply of Flintlastic SA Cap sheet over a primed plywood roof deck or a 12-year warranty duration for a two-ply system consisting of a Flintlastic SA Nail Base and a Flintlastic SA Cap sheet, provided the Flintlastic products were applied in accordance with CertainTeed's current installation instructions published at the time of installation.

CertainTeed warrants the roof membrane, subject to the following terms, conditions, limitations, and exclusions, for the duration specified above from the date of completion of the roof membrane installation. If during the duration of this Limited Warranty, a manufacturing defect in the roof membrane causes a leak, CertainTeed or its designated roofing contractor will, at CertainTeed's sole discretion, repair or replace the roof membrane materials only as necessary to restore it to a watertight condition.

Only manufacturing defects in the roof membrane that cause leaks are covered by this Limited Warranty. CertainTeed's MAXIMUM LIABILITY during the first year of this warranty is the original cost of the CertainTeed membrane materials only. After the first year, CertainTeed's maximum liability is the original cost of the CertainTeed materials used on the roof reduced by 8.3% for 12-year warranty and 10% for 10-year warranty during each subsequent year, less any costs previously incurred by CertainTeed for repair or replacements.

Roof components which are not part of the roof membrane and hence not covered by this Limited Warranty include, but are not limited to, the following: underlying roof deck, insulation, vapor retarders, fasteners, metal work, drains, pitch pans, expansion joints, skylights, vents,

plastic accessories, any flashing, decorative or reflective coating, surfacing and/or any aggregates. In no event, however, will CertainTeed be responsible for any costs related to the removal or abatement of any asbestos present in any existing roof system to which the CertainTeed roof membrane is applied.

What the Customer Must Do

If you believe your shingles have a manufacturing defect, you must promptly notify CertainTeed and provide proof of property ownership and the date of shingle purchase and application. Unless you provide such proof, CertainTeed will use the date of manufacture to calculate the start of the warranty period. In order to properly evaluate and process a warranty claim, CertainTeed may require the property owner to submit a shingle sample to CertainTeed for analysis and/or permit a CertainTeed representative to make repairs to, take photographs of, and/or take samples from the roof, if required. CertainTeed will evaluate each properly reported claim and will repair, replace, clean or reimburse the property owner for the shingles it determines are defective, in accordance with the terms of this Limited Warranty within a reasonable amount of time. For more details about submitting a warranty claim, visit www.ctroof.com or call (800) 345-1145.

Please send all notifications and correspondence to:

CertainTeed Corporation, 1400 Union Meeting Rd., P.O. Box 1100, Blue Bell, PA 19422, Attn: CertainTeed Roofing Technical Services Department. Telephone number: 800-345-1145.

Warranty Registration (not required)

You may register your product warranty on CertainTeed's website: www.certainteed.com/warrantyreg. Each registrant receives a registration confirmation number by return e-mail that can be printed and kept with this Limited Warranty and your proof of purchase. If you do not have internet access, you can register your shingles by sending: (1) your name, address, and telephone number; (2) the name and contact information of the contractor who installed your shingles and the original date of installation; and, (3) the type, color and number of squares of your shingles to: **CertainTeed Corporation, 1400 Union Meeting Rd., P.O. Box 1100, Blue Bell, PA 19422, Attn: CertainTeed Roofing Technical Services Department.** CertainTeed will register your information and mail you a confirmation number. Failure to register this warranty does NOT void the warranty or any of its terms.

For Your Records

Product Purchased: _____ Date of Installation: _____
Roofing Contractor: _____ Contractor's Telephone No. _____

This warranty applies to shingles installed during the calendar year of 2013.
(The warranty in effect at the time the material is originally installed is the applicable warranty.)

Limited Warranty and Limitation of Remedies

THIS DOCUMENT CONSTITUTES THE EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CERTAINTEED. THE WARRANTIES AND REMEDIES CONTAINED IN THIS DOCUMENT ARE EXPRESSLY IN LIEU OF ANY AND ALL OTHER OBLIGATIONS, GUARANTEES AND WARRANTIES, WHETHER WRITTEN, ORAL OR IMPLIED BY STATUTE OR AT LAW. STATE OR PROVINCIAL LAW WILL DETERMINE THE PERIOD OF TIME FOLLOWING THE SALE THAT A PROPERTY OWNER MAY SEEK A REMEDY UNDER THE IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

CERTAINTEED'S OBLIGATIONS, RESPONSIBILITIES, AND LIABILITY SHALL BE LIMITED TO REPAIRING OR REPLACING THE DEFECTIVE PRODUCT OR CLEANING ALGAE-RESISTANT SHINGLES IN THE CASE OF ALGAE GROWTH AS SET FORTH IN THIS LIMITED WARRANTY. IN NO EVENT SHALL CERTAINTEED BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING ANY DAMAGE TO THE PROPERTY, THE BUILDING OR ITS CONTENTS, OR FOR INJURY TO ANY PERSONS, THAT MAY OCCUR AS A RESULT OF THE USE OF CERTAINTEED'S PRODUCTS OR AS A RESULT OF THE BREACH OF THIS WARRANTY. IF YOUR STATE OR PROVINCE DOES NOT ALLOW EXCLUSIONS OR LIMITATIONS OF SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, THE ABOVE LIMITATIONS MAY NOT APPLY TO YOU.

IN NO EVENT SHALL CERTAINTEED'S TOTAL LIABILITY ARISING OUT OF OR RELATED TO THE PRODUCT(S) OR THIS LIMITED WARRANTY EXCEED THE REASONABLE COST OF SHINGLES AND LABOR TO REPLACE OR REPAIR THE DEFECTIVE SHINGLES.

This Limited Warranty may not be modified, altered or expanded by anyone, including product distributors, dealers, sellers and/or CertainTeed field representatives. This Limited Warranty gives you specific legal rights, and you may also have other rights which vary from State to State, or Province to Province.

Roofing Plants and Regional Sales Office

CertainTeed roofing products are sold by CertainTeed Roofing in nine sales regions. They are manufactured in ten residential roofing plants and one commercial roofing plant. Since the early 1900s, CertainTeed Corporation has been an innovator in the building materials industry and today is a leading manufacturer of building materials including residential and commercial roofing, vinyl and fiber cement siding, vinyl windows, composite decking and railing, fiber glass insulation, vinyl fence, and piping products. The company is headquartered in Valley Forge, Pennsylvania, and employs more than 7,000 employees at approximately 50 manufacturing facilities throughout North America. Continuing the 100-year commitment of "Quality made certain, Satisfaction guaranteed™," CertainTeed remains one of the most trusted names in the industry. More information is available at www.certainteed.com.

This document is also available in Spanish and French.

Call 1-800-782-8777 or go to www.certainteed.com.

Se puede obtener este documento en español. Favor de llamar 1-800-782-8777.

Ce document est disponible en anglais et en espagnol. Composez le 1-800-782-8777.

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CertainTeed Corporation
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CERTAINTEED SURE START 5 STAR WARRANTY

In alternate #4 I have proposed a Warranty that is hands down the best warranty offered by any shingle manufacturer. This warranty is backed by the Certainteed Corporation (a div. of St. Gobain Industries) and what it does is it offers a chance for owners and boards of commercial structures to get a non-prorated warranty for up to 30 years on that structure. What this means for the owner is that once the roof is installed labor, material, and disposal is covered for the first 30 years of the roof's life at 100% of the current market value.

Lets now talk about other warranties offered by manufacturers'. Four years ago, when GAF was in the process of selling out due to the death of the owner, GAF came up with the very marketable idea to break the mold from the typical 30/40/50 year shingle lines and moved everything to "Lifetime" Shingles with non-prorated warranties on houses. Well after this was a success Owens Corning, IKO, and Certainteed were soon to follow, however Certainteed took this one step further and offered 30 year NDL Sure Start Warranties on just not single family dwellings but also on Commercial Structures, something no one else does.

In 2011 McGuff applied for and became an approved Select Shingle Master Applicator as well as a Gold Start Contractor (flat division) with Certainteed, making McGuff one of the only two companies in the state of Indiana that hold both certifications. These certifications are very hard to obtain in that it takes the proper insurance, volume of work, certification of employees, quality of work, and reputable references to even be considered for the certification. McGuff is very proud of this certification because now with it, we are able to offer customers a very unique roof warranty that very few other contractors can offer. Now we are very aware that the upfront cost of this type of system that provides the warranty may be a little bit of a shock, but long term it is the best option if the money is there, it is maintenance free for 30 years guaranteed.

Please see attached certification:

SCHEDULE:

CertainTeed SELECT ShingleMaster™

This is to certify that

McGuff Roofing Inc

has achieved CertainTeed's highest credential level and therefore is authorized to operate and represent itself as a **SELECT ShingleMaster™**, and can offer the **CertainTeed SureStart™ PLUS** warranty extensions.

To become a SELECT ShingleMaster this company has met the following conditions. Each of these criteria, by itself, is stringent, and highlights this contractor as a model in the trade.

All job supervisors, plus no less than 50% of the company's shingle installation workforce, must be current Master Shingle Applicators™. At least one employee is currently qualified as a CertainTeed Shingle Quality Specialist™.

The company owner has agreed to abide by the terms and conditions described in the "Code of Ethics and Professional Practices," and has qualified as a fiscally responsible business owner.

Proof of current workers' compensation insurance, as required by law, and liability insurance covering roofing have been submitted and are on file at CertainTeed.

The company has been in business for at least five years, or has been accredited in the CertainTeed ShingleMaster™ program for at least one year.

A SELECT ShingleMaster since

2010



Tom Smith
President, CertainTeed Roofing
Valid through **Jan 31, 2013**

CertainTeed
SAINT-GOBAIN

CertainTeed

Gold Star Commercial Roofing Contractor

McGuff Roofing Inc

**The above named company has met the standards for the
Gold Star commercial roofing contractor credential**

Gold Star Contractors are eligible to request No-Dollar-Limit (NDL) warranties up to 25 years in duration. They must carry workers' compensation and liability insurance coverage. They must be properly licensed according to the regulations in force governing commercial roofing contractors in their markets. They must operate in accordance with the CertainTeed Gold Star Contractor Program Code of Ethics. They must have been in business at least five years AND CertainTeed must have inspected at least three of their roofing projects. Finally, they must submit a company credit history and be credit-worthy based on CertainTeed's sole determination.



The Gold Star Contractor credential is subject to review at any time and is valid through the date entered, subject to the terms and conditions of the credential.

A handwritten signature in black ink, appearing to read "Tom Smith".

Tom Smith
President, CertainTeed Roofing

Valid through Dec 31, 2013

CertainTeed
SAINT-GOBAIN



CertainTeed
SureStart™

Strong protection in the early years

**Upgraded 130 mph Wind Warranty Available[¶]
Extended Transferable Coverage[£]**

	3-STAR Coverage	4-STAR Coverage	5-STAR Coverage
Lifetime Shingles	20 years	50 years†	50 years‡
Non-Prorated Coverage	✓	✓	✓
Materials & Labor	✓	✓	✓
Tear-off	✓	✓	✓
Disposal		✓	✓
Workmanship			✓§

NOTE: XT™ 30 shingles carry 10 years with 3-STAR, 20 years with 4-STAR and 25 years with 5-STAR coverage including the features as indicated above.

SureStart™ PLUS extends the duration and coverage of standard SureStart protection for the installed CertainTeed roofing products. For all other warranty features refer to CertainTeed's Limited Asphalt Shingle Warranty in place at the time your shingles were installed (obtain a copy by calling 800-782-8777 or visit www.certainteed.com)

¶ 130 mph wind warranty available on lifetime products when special application methods are used:

£ Fully transferable for 10 years with 3-STAR Coverage, 12 years with 4-STAR Coverage, and 15 years with 5-STAR Coverage; refer to CertainTeed's limited warranty for details on transfers.

† Applies to single-family detached houses. Duration for all other types of structures is limited to 25 years.

‡ Applies to single-family detached houses. Duration for all other types of structures is limited to 30 years.

§ Workmanship is covered for 25 years.

Why only CertainTeed gives you the confidence of SureStart and SureStart PLUS.

We can offer this extensive coverage because all CertainTeed roofing products are crafted with quality materials, advanced manufacturing methods and a standard of excellence. That means problems rarely occur.

But just in case a defect arises during the critical early years, CertainTeed protects you with SureStart or SureStart PLUS as follows:

- Coverage of 100% of the cost of shingles to repair or replace defective shingles.
- Coverage of the cost of labor to repair the defective shingles or apply new shingles to replace defective shingles.
- Non-prorated coverage throughout SureStart or SureStart PLUS protection periods.
- Transferable from the original property owner/consumer to the first subsequent owner
- See the Limited Asphalt Shingle Warranty for details.

The
CertainTeed
Shingle Warranty
that gives you
coverage
when you
need it most.

ASK ABOUT ALL OF OUR OTHER CERTAINTEED PRODUCTS AND SYSTEMS:
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CertainTeed Corporation
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Huntington Office:
351 Lee St - Huntington, IN 46750
P: (260) 356-1120 - F: (260) 359-1125

RECENT HIP AND RIDGE ROOF PROJECTS:

1. Hamilton Heights Elementary School: 25150 Indiana 19
Arcadia, IN

Architect: Moisture Management LLC.
10106 Brooks School Road
Fishers, Indiana

Contract: Scott Jones (317) 800-2682

2. Family Vision Care Center: 4801 W. Bethel Ave
Muncie, IN

Contact: Dr. Wendi Ashman (765) 288-7744

3. Break-O-Day Elementary School: 900 S. Sawmill Road
New Whiteland, IN

Architect: Moisture Management LLC.
10106 Brooks School Road
Fishers, Indiana

Contract: Scott Jones (317) 800-2682

4. Ron Howell Residence 1809 N. Alden Road
Muncie, IN

Contact: Ron Howell (765) 748-9382

Please see attached photos for aerial views

Muncie Office:
610 E. Wysor St. • Muncie, IN 47305
P: (765) 289-2145 • F: (765) 288-3685



Huntington Office:
351 Lee St • Huntington, IN 46750
P: (260) 356-1120 • F: (260) 359-1125

SCHEDULE:

1. Start Date will be Monday August 19th, 2013
2. Construction time will be approx. 15 working days from date of start.
3. Any and all delays in schedule due to unforeseen conditions (i.e. special library functions, weather, etc) shall be taken into consideration by library when scheduling of work days.

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Huntington Office:
351 Lee St • Huntington, IN 46750
P: (260) 356-1120 • F: (260) 359-1125

REFERENCES:

1. Ryan Koenker: Facilities Assessment Coordinator
Ball State University
(765) 285-2821
2. John Moser: Moser Jewelers- Board of Elwood UMC Church
(765) 623-4933
3. Scott Jones: Field/Project Coordinator
Moisture Management LLC.
(317) 800-2682
4. Scott Boyce: President
S.A. Boyce Corporation
(765) 289-6334
5. Ken Ballone: Territory Sales Rep
Certainteed Corporation
(317) 219-9585
6. Dan Justice: Supervisor of Custodial and Maintenance Services
Muncie Community School Corporation
(765) 747-5232
7. Sinker Rutovic: Maintenance and Facilities
Zimmer Holdings Inc.
(574) 371-8779
8. Dave Statler: Supervisor of Facilities
Center Grove School Corporation
(317) 881-9326
9. Mike DeLong: City Maintenance Manager
City of Elwood
(765) 425-1959

NMCPLS Homebound Delivery Service Policy

It is the mission of NMCPLS to provide information sources, as well as material that stimulate the imagination: reading, viewing and listening for pleasure, at the user's point of need. One goal of community outreach within our library is to develop outreach programs for non-users, the underserved, and people with special needs within the community. One way to accomplish this goal is through Homebound Delivery.

Homebound Delivery is a service offered to North Madison County citizens of all ages who for some reason are unable to physically visit the Library due to physical, mental, sensory and/or social disability: the elderly, the disabled and those who are temporarily incapacitated by illness or accident. Such service is available on an individual basis. The library determines eligibility. Proof of incapacity may be required. This service is a privilege based upon appropriate response of patron or other individuals in the home. Such service will be stopped immediately if any problem or questionable behavior from the patron or others in the home is noted. We deliver material to private residences, retirement housing and senior centers.

- ◆ Currently, a homebound patron needs to be a resident of the city of Elwood within Madison County. Frankton and Summitville residents can inquire about service at their home libraries.
- ◆ Two staff members or a staff member and a volunteer will visit the home and assess the patron's eligibility for the program. There will always be two library representatives at each home visit.
- ◆ Homebound patron's checkout totals will correlate with patron types;
juveniles– 6 items, students and adults– 12 items.
- ◆ Material is checked out for 4 weeks.
- ◆ Homebound patrons may check out regular and large print fiction and non-fiction books, books and music on cds, magazines, dvds and playaways. All material must be older than six months to the library.
- ◆ Deliveries are made and items returned , once a month, by library staff using their own vehicle.

North Madison County Public Library's Homebound Delivery Services Application

Yes, I am interested in North Madison County Public Library's Homebound Delivery Services. I understand that this application is subject to approval by library staff regarding eligibility for Homebound Delivery Services and that approval will allow staff and/or volunteers to provide said services. Upon approval of the application, North Madison County Public library will provide a library card for me with the understanding that I am responsible for damage, or loss of library materials charged to this library card.

Applicant Information:

Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

Email Address: _____

Contact Person/Facility Information:

Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

Relationship: _____

Reason For Service Request:

____ Medical

____ Non-driver status

____ Other; Please explain

Please supply a family member or friend other than stated above who could be used as a reference. Name: _____ Phone: _____

Office Use Only:

Approval _____ Contacted _____ Denied _____ Reason _____

Scheduled Delivery: _____

Library Card#: _____

First Visitation: _____ Survey Completed: _____

<u>Media Type:</u>	<u>Subject/Genre Fiction:</u>	<u>Subject Non-Fiction:</u>
<input type="checkbox"/> Regular Print	<input type="checkbox"/> Mystery	<input type="checkbox"/> Biographies
<input type="checkbox"/> Large Print	<input type="checkbox"/> Western	<input type="checkbox"/> Philosophy/Religion
<input type="checkbox"/> Hard Back	<input type="checkbox"/> Romance	<input type="checkbox"/> Business/Economics
<input type="checkbox"/> Paperback	<input type="checkbox"/> Sci-Fi	<input type="checkbox"/> Career/Job Training
<input type="checkbox"/> Audio Books	<input type="checkbox"/> Christian	<input type="checkbox"/> Computers/Technology
<input type="checkbox"/> DVD	<input type="checkbox"/> Suspense	<input type="checkbox"/> Health/Medical
<input type="checkbox"/> Music CD	<input type="checkbox"/> Thriller	<input type="checkbox"/> Government/Politics
<input type="checkbox"/> Magazines	<input type="checkbox"/> Animal	<input type="checkbox"/> Homemaking/Cookbooks
<input type="checkbox"/> Youth Materials	<input type="checkbox"/> Classics	<input type="checkbox"/> Gardening/Nature
	<input type="checkbox"/> Adventure	<input type="checkbox"/> Humor/Entertainment
	<input type="checkbox"/> Historical	<input type="checkbox"/> Poetry/Fine Arts
	<input type="checkbox"/> Fantasy	<input type="checkbox"/> History
		<input type="checkbox"/> Travel/Adventure
		<input type="checkbox"/> Sports/Recreation
		<input type="checkbox"/> Psychology/Self Help

List some favorite authors/series and the last year you read of that author/series.

What are your hobbies, interests and skills: _____

What is your employment background: _____

Waiver: I recognize that North Madison County Public Library Homebound Delivery Service will only use Confidential Library Records for the purposes of selecting materials in order to supply a continually new and pertinent selection of reading materials.

Signed _____

2014 Budget Approval for publication:

I am requesting the Board of Trustees of the North Madison County Public Library Board approve for publication the following 2014 Budget:

The Library Operating Fund Budget for **\$1,397,850**
 The maximum estimate funds to be raised are **\$744,000** with a tax rate of **.1421**
 The current tax levy is **\$724, 546**
 The current tax rate is **.1176**

The Rainy Day Fund estimate is **\$27,000**. 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.

August 12, 2013

Medical Mutual

Old Rate Per Month	Vital Access Per Month	10% Per Pay Old Rate	10% Per Pay Vital Access	25% Per Pay Vital Access
Broken down per eligible employee				
\$ 232.29	\$ 186.59	\$ 10.72	\$ 8.61	\$ 21.53
\$ 2,004.95	\$ 1,603.29	\$ 92.54	\$ 74.00	\$ 185.00
\$ 232.29	\$ 186.59	\$ 10.72	\$ 8.61	\$ 21.53
\$ 2,387.13	\$ 1,908.74	\$ 110.18	\$ 88.10	\$ 220.24
\$ 1,891.19	\$ 1,512.35	\$ 87.29	\$ 69.80	\$ 174.50
\$ 1,275.86	\$ 1,080.00	\$ 58.89	\$ 49.85	\$ 124.62
\$ 1,228.49	\$ 982.74	\$ 56.70	\$ 45.36	\$ 113.39
\$ 338.02	\$ 271.06	\$ 15.60	\$ 12.51	\$ 25.05
Total	Total			
\$ 9,590.22	\$ 7,731.36			

Renewal of Old Plan **\$ 115,082.64**

Library pay 90%	Employee pay 10%
\$ 103,574.38	\$ 11,508.26

Proposed Vital Access premium per year **\$ 92,776.32**

Library pay 90%	Employee pay 10%
\$ 83,498.69	\$ 9,277.63

Library pay 75%	Employee pay 25%
\$ 69,582.24	\$ 23,194.08

Medical Mutual charges \$22.56 per month administration fee not included in premium amount
 this is an additional fee of \$270.72 per year

The total premium per year for Life Insurance for all full time employees is \$414.00

Group Health Insurance Budget Line Item

2012	2013
\$ 85,000.00	\$ 98,000.00

TRANSMISSION VERIFICATION REPORT

TIME : 07/31/2013 17:19
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 07/31 17:19
FAX NO./NAME HERALD
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 07/31/2013 17:19
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 07/31 17:19
FAX NO./NAME CALL LEADER
DURATION 00:00:13
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

August 5th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- New Business
- 1. Roof Inspection and Declaration of Emergency
- Public Comment
- Adjournment

Agenda

August 5th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- New Business
- 1. Roof Inspection and Declaration of Emergency
- Public Comment
- Adjournment

TRANSMISSION VERIFICATION REPORT

TIME : 07/31/2013 17:18
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 07/31 17:18
FAX NO./NAME SUMMITVILLE
DURATION 00:00:13
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

August 5th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
5:00 P.M.

Call to Order
Call for Quorum
New Business
1. Roof Inspection and Declaration of Emergency
Public Comment
Adjournment

TRANSMISSION VERIFICATION REPORT

TIME : 07/31/2013 17:17
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 07/31 17:17
FAX NO./NAME FRANKTON
DURATION 00:00:13
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

August 5th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
5:00 P.M.

Call to Order
Call for Quorum
New Business
1. Roof Inspection and Declaration of Emergency
Public Comment
Adjournment

TRANSMISSION VERIFICATION REPORT

TIME : 08/09/2013 08:00
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 08/09 07:59
FAX NO./NAME HERALD
DURATION 00:00:23
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 08/09/2013 07:58
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 08/09 07:58
FAX NO./NAME CALL LEADER
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

*Please publish on
Saturday and again
on Monday

Thank you*

Agenda

August 12, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
 - 1. Long Range Plan Update
 - 2. Roof Issues – Elwood
 - 3. Homebound Delivery Services
- New Business
 - 1. Approve 2014 Budget for Publication
 - 2. Leasing Corporation Administrative Fees

Director's Report

Agenda

September 9th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

2014 Budget Hearing
5:00 P.M.
Agenda

Call to Order
Call for Quorum
Presentation of Budget Estimates and Tax Levies for the 2014 Budget
Public Comment
Adjourn

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
2014 Budget Hearing
5:00pm
Elwood Public Library

CALL TO ORDER

President Leslie Rittenhouse called the 2014 budget hearing of the North Madison County Public Library System Board of Trustees to order at 5:00pm on September 9, 2013 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

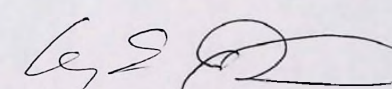
Present were members Leslie Rittenhouse, Bette Dalzell, Kevin Sipe, Dan Prieshoff and Wayne Davidson. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

PRESENTATION OF BUDGET ESTIMATES AND TAX LEVIES FOR THE 2014 BUDGET

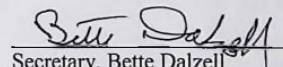
Notice to taxpayers of the 2014 budget estimates for the North Madison County Public Library System was advertised in the Anderson Herald Bulletin on August 21 and August 28. Notice to taxpayers of the 2014 budget estimates for the NMCPLS was advertised in the Elwood Call Leader on August 21 and August 29. It was explained that the Call Leader, due to technical problems within its composing department failed to advertise on August 28 and therefore advertised on August 29. 2014 budget estimates and tax levies were presented by the Director. They include: General Fund with a budget estimate of \$1,397,850, maximum estimated funds to be raised of \$744,000 and a current tax levy of \$724,546; Rainy Day fund with a budget estimate of \$27,000 with no maximum estimated funds to be raised and no current tax levy; Library Improvement Reserve Fund with a budget estimate of \$54,000 with no maximum estimated funds to be raised and no current tax levy. The total budget estimate is \$1,478,850 with total maximum estimated funds to be raised of \$744,000 and a current tax levy of \$854,545. The estimated civil maximum levy is \$743,287. The Board of Trustees of the North Madison County Public Library will meet on Monday, October 14 at 5:00pm to adopt the 2014 budget.

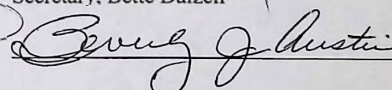
Public comment was sought, none was forthcoming.

Bette Dalzell made a motion to adjourn, Wayne Davidson made a second and the motion carried.

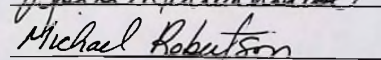


Leslie Rittenhouse


Secretary, Bette Dalzell



George J. Austin



Michael Robertson

Agenda

September 9th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
Immediately Following 2014 Budget Hearing

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

1. Long Range Plan Update
2. Roof Issues – Elwood

New Business

1. Reciprocal Borrowing Agreement – Alexandria-Monroe Public Library
2. Public Library Internet Consortium
3. Holiday Closings – Thanksgiving Eve

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES

Regular Meeting

September 9, 2013

Immediately Following 2014 Budget Hearing

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library to order on September 9, 2013 at 5:15pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Bette Dalzell, Kevin Sipe, Dan Prieshoff and Wayne Davidson. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

MINUTES

Kevin Sipe made a motion to approve the minutes from the August 12, 2013 regular meeting with a correction to exclude the name and reason for an employee's leave of absence. Wayne Davidson made a second and the motion was denied. The minutes will be amended and presented at the October regular meeting.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Treasurer Dan Prieshoff signed checks.

OLD BUSINESS

Long Range Plan Update

It was requested to postpone work on the long range plan and to take it off of the agenda until 2014. There is not sufficient funds in professional service to proceed at this time. Martha Catt will be contacted.

Rood Issues—Elwood

All roof materials will be delivered on Tuesday, September 10, 2013. Work on the roof will begin on Wednesday, September 11, 2013. A contract has been received from Fredericks Contractors, it states they will tear off the existing roof, clean up each day, install new felt and ice and water shield, install GAF Timberline Ultra HD shingles, install new ventilation, (ridge vent or power vents) as required by GAF to support the warranty. The price will be \$71,300. The work will carry a three year workmanship warranty from Fredericks and a limited lifetime warranty on labor and materials on the shingles from the manufacturer. The cupolas are actually vent stacks; they are over-designed and are more for an architectural look. They are made to hide the vent lines coming through the roof. Removal was not recommended. A recommendation was made to paint the cupolas a color to match the shingles. It was suggested to go with white.

NEW BUSINESS

Reciprocal Borrowing Agreement—Alexandria-Monroe

A letter has been received from Montie Manning, Director of the Alexandria Monroe Public Library stating their board of trustees has voted to join the statewide reciprocal borrowing covenant. They also voted to end the local reciprocal borrowing agreement between their library and the NMCPLS. A motion was made by Kevin Sipe to officially terminate the reciprocal borrowing agreement between Alexandria-Monroe Public Library and the NMCPLS since Alexandria is now joining the statewide reciprocal borrowing list. Bette Dalzell made a second and the motion carried. As a result, both libraries now belong to the statewide reciprocal borrowing and there will be no change in patron borrowing privileges between the libraries.

Public Library Internet Consortium

A commitment to join Indiana State Library Consortium for funding year July 1, 2014 through June 30, 2015 was read by Secretary Bette Dalzell. Bette Dalzell made a motion to approve the commitment, Wayne Davidson made a second and the motion carried. The commitment was signed by board members.

Holiday Closing—Thanksgiving Eve

A motion was made by Bette Dalzell to allow all three branches to open at 10am and close at 1pm on Thanksgiving Eve. Kevin Sipe made a second and the motion carried. This decision was made because Frankton and Summitville no longer open at noon on Wednesday and Friday; therefore, do not need to work a later shift.

DIRECTORS REPORT

Two temporary part-time custodians have been hired, Anna Baldwin to work twenty hours per week at Elwood and Ryan Burris to work ten hours per week at Summitville. There have been some issues with the locks at Elwood. Sometimes the keys will not turn and at other times they will. Marshall Best has agreed to replace six cores at no cost to the library. The City of Elwood is conducting a building safety inspection of business buildings in the downtown area. The library is to call for an inspection date. Ivan Wagner has suggested the library purchase an outdoor storage building. He has specs for a 24X24 building erected with pine grooved siding and a concrete floor at an estimated cost of \$16,000. No action needs to be taken at this time. A letter has been received from Brandon Wheeler thanking the library staff for their help and providing great patron service.

It was suggested to have an inspection of the in-ground lighting at Elwood.

Public comment was sought, none was forthcoming.

Wayne Davidson made a motion to adjourn, Bette Dalzell made a second and the meeting was adjourned.

GEO

Leslie Bottenhouse

Michael Robertson

Bette Dalzell
Bette Dalzell, Secretary

Severly J. Austin

Register Of Claims

North Madison County Public Library System

Report Date: From 8/13/13 To 9/9/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	543	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,492.28	8/28/13	PAYROLL DEDUCTIONS FOR AUGUST
			County Taxes Withheld	Payroll Deductions	\$696.02		
				Total this claim =	\$2,188.30		
0	525	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	8/14/13	PAYROLL
			Operating Fund	Salary of Assistants	\$17,155.88		
			Operating Fund	Wages of Janitor	\$1,417.00		
				Total this claim =	\$20,586.49		
0	544	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$503.42	8/28/13	P/R ENDING 8/24/13
			Operating Fund	Emp Cont INPRS	\$1,289.69		
				Total this claim =	\$1,793.11		
0	541	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	8/28/13	P/R ENDING 8/24/13
				Total this claim =	\$95.00		
0	539	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,535.30	8/28/13	P/R ENDING 8/24/13
			FICA	Payroll Deductions	\$1,244.27		
			Federal Taxes Withheld	Payroll Deductions	\$2,116.04		
			Medicare	Payroll Deductions	\$291.02		
				Total this claim =	\$5,186.63		
0	538	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	8/28/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,807.35		
			Operating Fund	Wages of Janitor	\$1,248.00		
				Total this claim =	\$20,068.96		
0	537	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	8/14/13	P/R ENDING 8/10/13
				Total this claim =	\$95.00		
0	581	HERALD BULLETIN, THE	Operating Fund	Advertising & Public Notices	(\$75.43)	9/9/13	REVERSE VOUCHER 564
				Total this claim =	(\$75.43)		
0	526	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,574.89	8/14/13	P/R ENDING 8/10/13
			FICA	Payroll Deductions	\$1,276.37		
			Federal Taxes Withheld	Payroll Deductions	\$2,174.84		
			Medicare	Payroll Deductions	\$298.53		
				Total this claim =	\$5,324.63		

<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	527	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$503.37	8/14/13	P/R ENDING 8/10/13
			Operating Fund	Emp Cont INPRS	<u>\$1,289.51</u>		
				Total this claim =	\$1,792.88		
28499	528	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	<u>\$450.00</u>	8/14/13	P/R ENDING 8/10/13
				Total this claim =	\$450.00		
28511	534	TRONITECH WESTERN, LLC	Operating Fund	Professional Services	<u>\$2,590.00</u>	8/14/13	SERVICE CONTRACTS - READER PRINTERS
				Total this claim =	\$2,590.00		
28517	546	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$67.45	8/28/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	<u>\$7.15</u>		
				Total this claim =	\$74.60		
28518	548	CARDMEMBER SERVICE	Operating Fund	Professional Meetings	\$314.00	8/28/13	CYPD CONFERENCE & PLUMBING REPAIR - FRANKTON
			Operating Fund	Equipment/Maint.	<u>\$574.78</u>		
				Total this claim =	\$888.78		
28519	547	DEARBORN NATIONAL LIFE IN	Operating Fund	Emp Cont Group Ins	<u>\$99.88</u>	8/28/13	LIFE INSURANCE 9/1/13-11/30/13
				Total this claim =	\$99.88		
28520	545	INDIANA LIBRARY FEDERATIO	Operating Fund	Dues	<u>\$100.00</u>	8/28/13	INSTITUTIONAL DUES
				Total this claim =	\$100.00		
28521	549	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,543.11	8/28/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	<u>\$558.86</u>		
				Total this claim =	\$3,101.97		
28522	540	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	<u>\$450.00</u>	8/28/13	P/R ENDING 8/24/13
				Total this claim =	\$450.00		
28523	542	MEDICAL MUTUAL OF OHIO	Insurance	Payroll Deductions	\$784.06	8/28/13	HEALTH INSURANCE 9/1/13-10/1/13
			Operating Fund	Emp Cont Group Ins	<u>\$5,110.84</u>		
				Total this claim =	\$5,894.90		
28524	550	TOWN OF FRANKTON	Operating Fund	Electricity	\$476.80	8/28/13	SERVICE FOR FRANKTON
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	<u>\$18.16</u>		
				Total this claim =	\$512.96		
28525	551	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	8/28/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	<u>\$11.50</u>		
				Total this claim =	\$55.30		

<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>
28526	552	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$23.22	8/28/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$23.22</u>		
28527	553	CITY OF ELWOOD	Operating Fund	Water	\$384.87	8/28/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$384.87</u>		
28528	554	AT&T	Operating Fund	Telephone & Telegraph	\$198.60	9/9/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$198.60</u>		
28529	583	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,258.74	9/9/13	As per attached invoices.
			Operating Fund	Elwood Childrens	\$661.37		
			Operating Fund	Elwood YA	\$444.88		
			Operating Fund	Frankton	\$1,180.84		
			Operating Fund	Summitville	\$1,241.92		
			Operating Fund	Elwood AV	\$142.14		
			Operating Fund	Elwood Children's Programing	\$27.00		
			Operating Fund	Frankton AV	\$85.08		
			Operating Fund	Summitville AV	\$32.92		
				Total this claim =	<u>\$6,074.89</u>		
28530	577	BARBARA SNIPES	Operating Fund	Traveling Expense	\$104.40	9/9/13	MILEAGE
				Total this claim =	<u>\$104.40</u>		
28531	555	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$90.00	9/9/13	SRVICE FOR ELWOOD, FRANKTON, SUMMITVILLE
			Operating Fund	Professional Services	\$90.00		
			Operating Fund	Professional Services	\$90.00		
				Total this claim =	<u>\$270.00</u>		
28532	590	BURNETTE - DELLINGER INC.	Operating Fund	Insurance	\$12,612.00	9/9/13	PACKAGE POLICY RENEWAL
				Total this claim =	<u>\$12,612.00</u>		
28533	556	CATERING BY DESIGN	Operating Fund	Elwood Childrens	\$36.00	9/9/13	As per attached invoices.
				Total this claim =	<u>\$36.00</u>		
28534	557	CINTAS CORPORATION	Operating Fund	Cleaning & Sanitation Supplies	\$117.97	9/9/13	As per attached invoices.
				Total this claim =	<u>\$117.97</u>		
28536	558	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$61.51	9/9/13	BUDGET LEGAL NOTICE
				Total this claim =	<u>\$61.51</u>		
28537	589	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$250.00	9/9/13	QUARTERLY SPRINKLER INSPECTION
				Total this claim =	<u>\$250.00</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>
28538	559	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$583.70	9/9/13	INTERNET ACCESS
			Operating Fund	Telephone & Telegraph	\$897.78		
				Total this claim =	<u>\$1,481.48</u>		
28539	560	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$82.23	9/9/13	As per attached invoices.
				Total this claim =	<u>\$82.23</u>		
28540	561	FRONTIER	Operating Fund	Telephone & Telegraph	\$293.18	9/9/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$293.18</u>		
28541	562	GLOBAL GOVT/ED SOLUTION	Operating Fund	Technology Equipment	\$328.89	9/9/13	As per attached invoices.
				Total this claim =	<u>\$328.89</u>		
28542	563	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$200.00	9/9/13	LAWN SERVICE - FRANKTON
				Total this claim =	<u>\$200.00</u>		
28543	564	HERALD BULLETIN, THE	Operating Fund	Advertising & Public Notices	\$75.43	9/9/13	BUDGET LEGAL NOTICE
				Total this claim =	<u>\$75.43</u>		
28544	565	HORTON & SONS OF ELWOOD	Operating Fund	Operating Supplies	\$235.68	9/9/13	As per attached invoices.
				Total this claim =	<u>\$235.68</u>		
28545	582	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	\$75.43	9/9/13	2014 BUDGET NOTICE
				Total this claim =	<u>\$75.43</u>		
28547	566	LIBRARICA LLC	Operating Fund	Techology Software	\$940.50	9/9/13	CASSIE
				Total this claim =	<u>\$940.50</u>		
28548	567	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$424.50	9/9/13	QUARTERLY SERVICE AGREEMENT - ELWOOD
				Total this claim =	<u>\$424.50</u>		
28550	575	MIDWEST TAPE	Operating Fund	Frankton AV	\$639.70	9/9/13	As per attached invoices.
			Operating Fund	Elwood AV	\$2,272.11		
			Operating Fund	Summitville AV	\$507.74		
				Total this claim =	<u>\$3,419.55</u>		
28552	578	POSTMASTER	Operating Fund	Postage & UPS	\$184.00	9/9/13	STAMPS - FRANKTON
			Operating Fund	Postage & UPS	\$0.00		
				Total this claim =	<u>\$184.00</u>		
28553	568	QUILL CORPORATION	Operating Fund	Office Supplies	\$419.32	9/9/13	As per attached invoices.
				Total this claim =	<u>\$419.32</u>		
28554	580	RAMSAY BUSINESS PRODUCT	Operating Fund	Office Supplies	\$25.39	9/9/13	COPY COUNT FRANKTON -
			Operating Fund	Office Supplies	\$10.00		ELWOOD
				Total this claim =	<u>\$35.39</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>
28555	569	RDJ SPECIALTIES, INC.	Gift	Elwood Adult Programing	\$236.26	9/9/13	2014 CARD CALENDAR
			Gift	Frankton Programing	\$236.26		
			Operating Fund	Summitville Programing	\$236.26		
				Total this claim =	<u>\$708.78</u>		
28556	592	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$86.85	9/9/13	BACKGROUND CHECKS
				Total this claim =	<u>\$86.85</u>		
28557	576	STATE CHEMICAL SOLUTIONS	Operating Fund	Cleaning & Sanitation Supplies	\$132.86	9/9/13	As per attached invoices.
				Total this claim =	<u>\$132.86</u>		
28558	570	TOPS HOME CENTER	Operating Fund	Paint and painting supplies	\$23.99	9/9/13	As per attached invoices.
			Operating Fund	Operating Supplies	\$92.39		
				Total this claim =	<u>\$116.38</u>		
28559	571	TRISHA SHULER	Operating Fund	Fuel, Oil and Lubricants	\$40.18	9/9/13	PETTY CASH REIMBURSEMENT
			Operating Fund	Postage & UPS	\$8.70		
				Total this claim =	<u>\$48.88</u>		
28560	591	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	9/9/13	LEASE FOR RICOH COPIER
				Total this claim =	<u>\$149.00</u>		
28562	572	VALENTINE ELECTRONICS	Operating Fund	Operating Supplies	\$23.98	9/9/13	As per attached invoices.
				Total this claim =	<u>\$23.98</u>		
28563	579	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$91.55	9/9/13	COPY COUNT - ELWOOD
				Total this claim =	<u>\$91.55</u>		
28564	573	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$19.32	9/9/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$19.32</u>		
28565	574	WEST ELECTRIC	Operating Fund	Professional Services	\$1,545.72	9/9/13	ELECTRICAL WORK - FRANKTON
				Total this claim =	<u>\$1,545.72</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$102,526.32

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 09, 2013

Daniel A. Priestoff

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 September, 2013.

<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 1/1/98.



August 9, 2013

Elwood Public Library
1600 Main Street
Elwood, IN 46036
Attn: Jamie Scott

RE: Re-Roof of Existing Library

Dear Ms. Scott,

We propose to furnish all labor, materials, tools, equipment, public liability and compensation insurance in order to perform the following work:

- We will tear off the existing roof to the decking and dispose of off-site. We will inspect all decking for deterioration and will replace up on a time and material basis. (\$25/sheet of plywood replaced)
- We will perform daily and final clean-up off all debris created by the work, including running magnets to pick-up any loose nails.
- We will install new synthetic felt, ice and water shield (at eaves and valleys), gutter trim metal, rake trim metal, starter shingles, pipe boots, counter flashings and step flashings.
- We will install GAF Timberline Ultra HD, limited-lifetime warranty dimensional shingles and coping. Your warranty will be registered with GAF as we are a factory-certified installer.
- We will install new ventilation (ridge vent and/or power vents) as required by GAF to support the factory warranty you will receive.
- Re-work EPDM gutters to reseal all membrane.
- All work to be performed in a workmanship-like manner. Fredericks Inc will have a full-time, on-site working supervisor to oversee the project and review daily needs and/or concerns of the facility staff.
- Fredericks Inc will take full responsibility of the facility grounds for any damage created by us during construction.
- **PRICE FOR ABOVE ROOF WORK IS \$71,300.00.**

This work carries a three (3) year workmanship warranty from Fredericks Inc. and a limited lifetime warranty on labor & materials on your shingles from the manufacturer.

Thank you for the opportunity to quote your roof. If you have any questions, feel free to contact me.

Sincerely,

Nick Fredericks

Nick Fredericks

P.O. Box 229 - 5448 W. State Road 132 • Pendleton, IN 46064 • (765) 778-7588 • FAX (765) 778-7589

Please sign and return a copy of this contract in order to schedule this work. You may mail the signed copy to Fredericks Inc., P.O. Box 229, Pendleton, IN, 46064, or you may fax the signed copy to (765) 778-7589.

By signing this contract, you are hereby notified that Fredericks Inc., has the right to file a Mechanic's Lien on the property involved in this contract if payment is not received within the contract terms.

Accepted:

Jamie Scott
Elwood Public Library
\$ 71,300
Price

9/9/13
Date

The GAF logo consists of the letters "GAF" in a bold, white, sans-serif font, centered on a solid red square background.

Quality You Can Trust...From
North America's Largest Roofing Manufacturer!™

1361 Alps Road, Wayne, NJ 07470, USA • www.gaf.com



09/24/13

Elwood Public Library
1600 Main Street
Attn: Jamie Scott
Elwood, IN 46036

Subject: Your GAF Corporation Weather Stopper® System Plus Ltd. Warranty # 835310

Congratulations...

Installation Date: 09/20/13

And thank you for choosing the GAF Weather Stopper® Integrated Roofing System™! If you didn't know, your Weather Stopper® roofing system has earned the prestigious Good Housekeeping Seal, which means that Good Housekeeping stands behind the products in this exceptional roofing system. You can be certain that you've made the best and safest choice to protect your valuable property for years to come.

Your Warranty...

Fredericks Inc, your GAF Certified™ Installer, has registered your GAF Weather Stopper® System Plus Ltd. Warranty with GAF's World Headquarters. As you know your System Plus Ltd. Warranty more than doubles your up-front coverage versus typical shingle warranties. Please keep this document as you will need it in the unlikely event that you need to make a claim, or if you should sell your property.

According to the warranty application form submitted to us by Fredericks Inc, the following GAF components were installed on your property:

Timberline Ultra HD
Weather Watch
Tiger Paw
Pro-Start
Cobra
TIMBERTEX
GAF Accessory Paint used

Installed: Steep Slope 193 Squares

Except as noted, all of the products in this system are covered under the Weather Stopper® System Plus Ltd. Warranty.

Questions?

Please feel free to call us if you have any questions. And again, thanks for choosing GAF, your best and safest choice in roofing!

Cordially,
Warranty Service Department
(800) 458-1860

Weather Stopper® System Plus Ltd. Warranty

What is Covered/Excluded. This System Plus Limited Warranty covers certain GAF roofing products installed on your roof (the "GAF Products") including GAF Shingles, GAF Ridge Cap Shingles, GAF Starter Strip Shingles, GAF Leak Barrier products, GAF Roof Deck Protection products, and GAF Cobra® Attic Ventilation products. This warranty does not cover ShingleMatch® Roof Accessory Paint, Master Flo® Attic Ventilation, or low-slope membranes (each of which is covered by a separate limited warranty) or any non-GAF roof products, such as roofing nails.

Who is Covered by This Limited Warranty; Transferability.

Who is covered by this warranty is the owner in the United States or Canada and are the original property owner (i.e., not a builder or installer) or the first subsequent owner if this warranty was properly transferred.

This Limited Warranty may be transferred only once. The second owner must notify GAF in writing within 60 days after the property transfer has occurred for any coverage to be transferred. (Other than this one transfer, this warranty may not be transferred, or assigned, directly or indirectly.) Note: If this warranty is initially registered by a GAF Authorized® Home Builder, the buyer of the home must notify GAF in writing within 60 days of taking title to the property for coverage to be transferred. The home buyer will then be considered to be the original owner under this warranty.

If the transfer takes place during the first 20 years, the second owner shall be entitled to all benefits contained in this warranty. If the transfer takes place afterwards, the length of this warranty shall be reduced to the two-year period after ownership changes. During this two-year period, GAF's reimbursement to the second owner will be based only on the reasonable cost of replacement GAF Products, reduced by the amount of use that has been received from the GAF Products from date of installation through the date of claim.

How Long Your Warranty Lasts: All GAF Products. Coverage begins when your GAF Products are installed. (If a GAF Authorized® Home Builder initially registers this warranty for a newly constructed home, coverage begins when you take title to the property and you properly transfer coverage.) Coverage for all GAF Products lasts as long as the warranty for manufacturing defects for the type of shingle installed in the field of the roof. Note: If cut-up GAF Strip Shingles are used instead of a ridge cap shingle, the warranty and non-prorated period for the cut-up strip shingles are the same as the cut-up GAF Shingles. NOT the warranty term for the shingles used in the field of the roof.

Manufacturing Defects: Lifetime Shingles. All GAF shingles covered by this warranty other than Royal Sovereign® and Marquis® WeatherMax® Shingles carry a Lifetime warranty against manufacturing defects and a non-prorated period of 50 years. (Note: This limited warranty is not available for roofs with Sentinel® Shingles.) The word "Lifetime" means as long as you, the original owner (or the second owner if coverage was properly transferred within the first 20 years), own the property where the shingles are installed. The Lifetime warranty term and 50-year non-prorated period are applicable only to shingles installed on a single family detached residence owned by individuals. For any other type of owner or building, such as a corporation, governmental entity, religious entity, condominium, or homeowner association, school, apartment building, office building, or multi-use structure, the length of the warranty is 40 years and the non-prorated period is 20 years.

Manufacturing Defects: Other Shingles. Marquis® WeatherMax® Shingles are warranted against manufacturing defects for 30 years; Royal Sovereign® Shingles are warranted for 25 years. The non-prorated period is 20 years for both Marquis® WeatherMax® and Royal Sovereign® Shingles.

Failure to Seal/Blow-offs/Wind Damage. Coverage lasts for 15 years for Lifetime Shingles and for Timberx™ and Ridgless™ Ridge Cap Shingles. Coverage for all other shingles and ridge cap shingles is 5 years.

Algae Discoloration. All StainGuard® labeled shingles and ridge cap shingles are warranted against algae discoloration for 10 years.

Manufacturing Defects: What Is Covered/Sole and Exclusive Remedy GAF Warranty Company, LLC, a subsidiary of GAF, warrants that your GAF Products will remain free from manufacturing defects that adversely affect their performance during the applicable warranty term listed above. Note: Failure to seal/blow-offs/wind damage and algae discoloration are covered separately below.

(a) During the non-prorated period: If any of your GAF Products are found to have a manufacturing defect that affects performance, GAF will pay you the full reasonable cost of labor to repair or recover the affected GAF Product(s), and will provide replacement products. The cost of labor to tear off some or all of your GAF Products is included if necessary to repair your roof. GAF will not pay costs to dispose of any roof products.

(b) After the non-prorated period: The repair or recover cost which GAF will pay, and the roof products to be provided, will be reduced to reflect the amount of use you have received from your roof through the date of your claim. The amount of use will be calculated by dividing the number of months which have elapsed

since installation to the date of claim by the number of months in the warranty term.

For a Lifetime warranty, GAF's contribution in years 51 and beyond will be 20%.

After the non-prorated period, GAF's maximum liability for any roof shall NOT exceed three times the reasonable cost of replacement shingles before any reduction for use.

Failure to Seal/Blow-offs/Wind Damage: What Is Covered/Sole and Exclusive Remedy

This Limited Failure to Seal/Blow-Offs/Wind Damage Warranty is specifically conditioned on your shingles and ridge cap shingles being fastened strictly in accordance with GAF's application instructions. GAF warrants to you that your shingles and ridge cap shingles will not fail to seal and that your shingles and other GAF Products will not blow off or sustain damage from winds (including gusts) up to the applicable wind speed listed below after your shingles or ridge cap shingles should have sealed but did not due to a manufacturing defect. If your shingles or ridge cap shingles do fail to seal, blow off, or sustain wind damage, or your other GAF Products blow off or sustain damage from winds, GAF's contribution to you will be for the reasonable costs of replacing the blown-off shingles or ridge cap shingles and other affected GAF Products and hand-sealing any unsealed shingles or ridge cap shingles. Costs relating to metal work and flashings are not included. GAF's maximum liability under this paragraph is to reimburse you for the cost of hand-sealing all of the shingles or ridge cap shingles on your roof.

Shingle	Wind Speed Coverage with special installation (mph / km/h)	Wind Speed Coverage without special installation (mph / km/h)
All Lifetime	130/209**	110/175
Marquis® WeatherMax®	80/130	80/130
Royal Sovereign®	60/96	60/96
Ridge Cap Shingle	Wind Speed Coverage with special installation (mph / km/h)	Wind Speed Coverage without special installation (mph / km/h)
Timberx™ & Ridgless™	130/209**	110/175
All other	90/144**	70/112

*Your roof will be covered up to the maximum wind speed above ONLY if you use the method using 6 nails per shingle and you have GAF Starter Strip Shingles installed in eaves and gables.
**Your ridge cap shingles will be covered up to the maximum wind speed above ONLY if your ridge cap shingles are installed in strict accordance with the "Maximum Wind Speed Coverage Under Ltd. Warranty" section of the applicable ridge cap shingle application instructions.

Note: All self-sealing shingles and ridge cap shingles, including GAF's, must be exposed to warm, sunny conditions for several days before they completely seal. Before sealing occurs, shingles and ridge cap shingles are vulnerable to blow-offs and wind damage. Shingles or ridge cap shingles installed in Fall or Winter may not seal until the following spring. Shingles or ridge cap shingles which are not exposed to direct sunlight or to adequate surface temperatures or that are not fastened properly may never seal. Failures to seal, blow-offs, and wind damage under these circumstances result from the nature of self-sealing shingles and ridge cap shingles, not a manufacturing defect, and are not covered under this warranty.

Algae Discoloration: What Is Covered/Sole and Exclusive Remedy This StainGuard® Limited Warranty applies only to shingles and ridge cap shingles sold in packages bearing the StainGuard® logo. GAF warrants to you that blue-green algae (also known as cyanobacteria) will not cause a pronounced discoloration of your StainGuard® labeled shingles or ridge cap shingles. During the first year, if your StainGuard® labeled shingles or ridge cap shingles exhibit a pronounced discoloration caused by blue-green algae, GAF's contribution will be either the reasonable cost of commercially cleaning your shingles or ridge cap shingles or, at GAF's option, replacing discolored shingles or ridge cap shingles up to a maximum of the original installed cost of the affected shingles or ridge cap shingles. During the remainder of the StainGuard® warranty period, GAF's contribution to you will be reduced to reflect the amount of use you have received from your shingles or ridge cap shingles since they were installed (100%, reduced by a percentage equal to the number of months from the installation date to the date of claim divided by 120). Note: Preventing pronounced algae-related discoloration of your shingles or ridge cap shingles is achieved through formulations or through unique blends of granules.

What Is Not Covered. Even if your roofing system was not properly installed according to GAF's application instructions or to standard good roofing practices, this Limited Warranty remains in effect. However, GAF will NOT compensate you for:

(1) Damage to your GAF Products resulting from anything other than an inherent manufacturing defect in your GAF Products, such as:

- improper fastening of your shingles or application of your GAF Products not in strict accordance with GAF's printed application instructions, if the improper installation was the cause of damage;
- settlement, movement, or defects in the building, walls, foundation, or the roof base over which your roof system was applied;
- inadequate attic ventilation;
- Damage to your GAF Products resulting from causes beyond normal wear and tear, such as:
 - acts of nature, such as hail, winds (or gusts) over the applicable wind speed listed above, or ice damming above the area covered by GAF's Leak Barriers or above flashings;
 - impact of foreign objects or traffic on the roof;
 - improper storage or handling of any GAF Products;
- Shading or variations in the color of your shingles or ridge cap shingles, or discoloration or contamination caused by fungus, mold, lichen, algae (except for blue-green algae if your shingles or ridge cap shingles were labeled with the StainGuard® logo), or other contaminants, including that caused by organic materials on the roof;
- Labor costs, except as specifically provided for above, disposal costs, and costs relating to metal work, flashings, or non-GAF products;
- Damage to the interior or exterior of any building, including, but not limited to, mold growth.

Other Limitations Concerning Coverage

Decisions as to the extent of repair, recover, or cleaning required, and the reasonable cost of such work, will be made solely by GAF. GAF reserves the right to arrange directly for your roof products to be repaired, recovered, or cleaned instead of reimbursing you for such work. The remedy under this warranty is available only for those GAF Products actually exhibiting manufacturing defects or blue-green algae growth at the time of settlement. Any replacement GAF Products will be warranted only for the remainder of the original warranty period. GAF reserves the right to discontinue or modify its shingles or accessories, including the colors available, so any replacement shingles or accessories may not be an exact match for the shingles on your roof. Even if GAF does not modify a color, replacement shingles or accessories may not match your original shingles or accessories due to normal weathering, manufacturing variations, or other factors.

Claims: What You Must Do

You must notify GAF about any claim within 30 days after you notice a problem and provide proof of the date your GAF Product were applied and that you were the owner at that time (or the warranty was properly transferred to you). You must either call GAF at 1-800-458-1860 about your claim, or send a notice in writing to GAF Warranty Service Department, 1061 Alps Road, Wayne, New Jersey 07474, USA. You will then be provided with complete details about submitting your claim. GAF may require you to send to GAF, at your expense, sample products for testing and photographs. Within a reasonable time after proper notification, GAF will evaluate your claim and resolve it in accordance with the terms of this Warranty. Any claim for products which have been replaced before notifying GAF of your claim may be denied. **NOTE: Notice to your contractor, dealer, or home builder is NOT sufficient for GAF.** You should retain this warranty for your records in the unlikely event that you need to file a claim.

Sole and Exclusive Warranty. THIS WARRANTY IS EXCLUSIVE AND REPLACES ALL OTHER WARRANTIES, CONDITIONS, REPRESENTATIONS AND GUARANTEES, WHETHER EXPRESS OR IMPLIED, WHETHER BY STATUTE, AT LAW OR IN EQUITY, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. This written warranty is your exclusive warranty from GAF and represents the SOLE REMEDY available to any owner of GAF Products. GAF MAKES NO OTHER REPRESENTATIONS, CONDITIONS, GUARANTEES, OR WARRANTIES of any kind other than that stated herein. GAF WILL NOT BE LIABLE IN ANY EVENT FOR CONSEQUENTIAL, PUNITIVE SPECIAL, INCIDENTAL OR OTHER SIMILAR DAMAGES OF ANY KIND, INCLUDING DAMAGE TO THE INTERIOR OR EXTERIOR OF ANY BUILDING, whether for breach of this warranty, negligence, strict liability in tort, or for any other cause. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above exclusions or limitations may not apply to you.

Modification of Warranty. This Limited Warranty may not be changed or modified except in writing, signed by an officer of GAF. No one (other than an officer of GAF) has authority to assume any additional liability or responsibility for GAF in connection with your GAF Products except as described in this warranty. This warranty gives you specific legal rights, and you may have other rights which vary from jurisdiction to jurisdiction.

Effectiveness: This Limited Warranty will not take effect unless all eligibility requirements have been satisfied, this warranty is registered to you, and your roofing contractor has been paid in full.



August 9, 2013

Jamie Scott
1600 Main St.
Elwood, IN 46036

Dear Jamie,

I wanted to officially let you know that the Alexandria-Monroe Public Library Board of Trustees unanimously voted to join the statewide reciprocal borrowing covenant at our August board meeting last evening. We are very excited to expand our service to almost 100 additional public libraries throughout the state of Indiana, including North Madison.

Now that we are providing reciprocal borrowing to your patrons through the statewide agreement, it is no longer necessary to continue our local reciprocal borrowing agreement. As a formality, the library board voted to cancel the existing local reciprocal borrowing agreement between our two library systems.

We look forward to providing continued, uninterrupted service to our many valued reciprocal borrowers from the North Madison County Public Library System.

Thank you,

A handwritten signature in black ink, appearing to read "Montie L. Manning", written over a horizontal line.

Montie L. Manning
Library Director

**COMMITMENT TO JOIN INDIANA STATE LIBRARY CONSORTIUM FOR
PUBLIC LIBRARY INTERNET ACCESS for
FUNDING YEAR JULY 1, 2014 THROUGH JUNE 30, 2015**

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 State Technology 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 State Technology 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 _____ 9th _____ day of _____ September, _____ 2013 _____, at which meeting a quorum was present.

NAY

AYE

Barbara Dalzell

ATTEST:

Secretary

Original had
to be sent to the
Ind State Library
James

Zimbra

jscott@elwood.lib.in.us

RE: 2014-15 E-rate and ISL Consortium Papers

From : Karen Ainslie <kainslie@library.IN.gov> Thu, Sep 12, 2013 06:59 AM
Subject : RE: 2014-15 E-rate and ISL Consortium Papers
To : Jamie Scott <jscott@elwood.lib.in.us>

Jamie,

I apologize for the miscommunication, in particular on the Letter of Agency where it says to fax the completed form. **Actually, Indiana State Library requires original signed forms to be on file. Would you please send by US mail the original signed forms to my attention? Thanks.**

Karen Ainslie
Public Library Consultant
Indiana State Library/Library Development Office
315 West Ohio St. Indianapolis, IN 46202
(317) 232-1938
IN Toll Free (800) 451-6028
Fax 317-232-0002
www.in.gov/library

From: Jamie Scott [mailto:jscott@elwood.lib.in.us]
Sent: Wednesday, September 11, 2013 4:27 PM
To: Ainslie, Karen
Subject: 2014-15 E-rate and ISL Consortium Papers

Karen,

I have filled out and signed the Form 479, Letter of Agency and taken the resolution to join the consortium to the board for approval. Please find all documents attached to this e-mail. Please let me know if e-mail was not the proper avenue to get these items to you.

Thank you,

Jamie

Jamie Scott
Director

2013 HOLIDAY CLOSINGS

January 1, 2013	New Year's Day Tuesday
January 21, 2013	Martin Luther King, Jr. Day
February 18, 2013	President's Day
May 27, 2013	Memorial Day
July 4, 2013	Independence Day
August 31, 2013	Labor Day Saturday
September 2, 2013	Labor Day
November 27, 2013 (Elwood 10 am to 1 pm Frankton and Summitville REMOVE: 12 pm to 3 pm ADD: 10 am to 1 pm)	Thanksgiving Eve
November 28, 2013	Thanksgiving Day
December 24, 2013	Christmas Eve Tuesday
December 25, 2013	Christmas Day Wednesday
December 31, 2013	New Year's Eve Tuesday
January 1, 2014	New Year's Day Wednesday

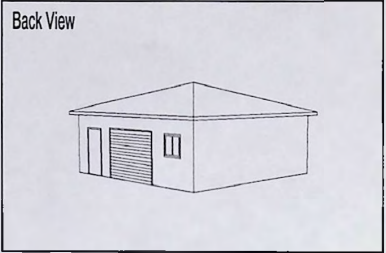
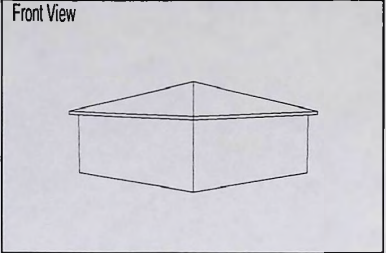
11 ½ DAYS TOTAL (NOT INCLUDING 2014 NEW YEAR'S DAY)

In-Service Day held each year on the 3rd Friday in March



Items Selected:
 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

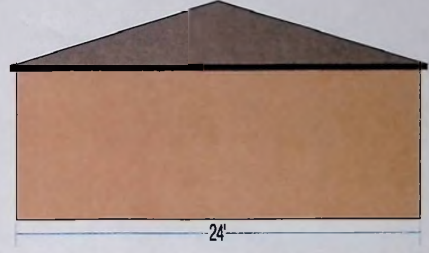
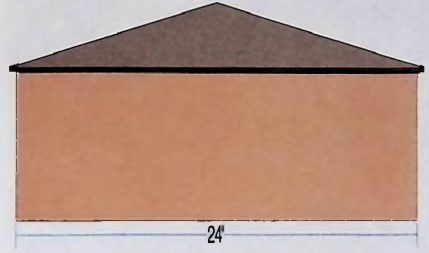
Options Selected:
 The options you have selected are:
 15 LB Roof Felt
 2 Rows Granular Ice & Water Barrier
 1 - 36x80 Service Door - CP1 Flush Steel RS
 1 - 9x7 Overhead Door - Non-Insulated Ribbed



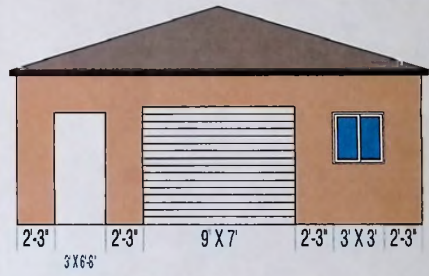
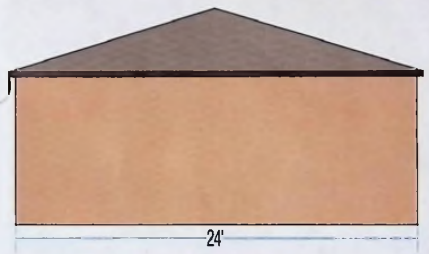
2' overhangs



*** 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)

MENARDS 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.

Today's estimated base price: \$3,713.27

The base price includes: 0" Overhang, 2X4 Wall Studs, 7/16 OSB Roof Sheathing, 20 yr. Fiberglass Classic - Onyx Black Shingles, Pine Fascia, Galvanized Regular Roof Edge, 8" Textured Vertical Hardboard Siding, No Service Doors, No 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. ***

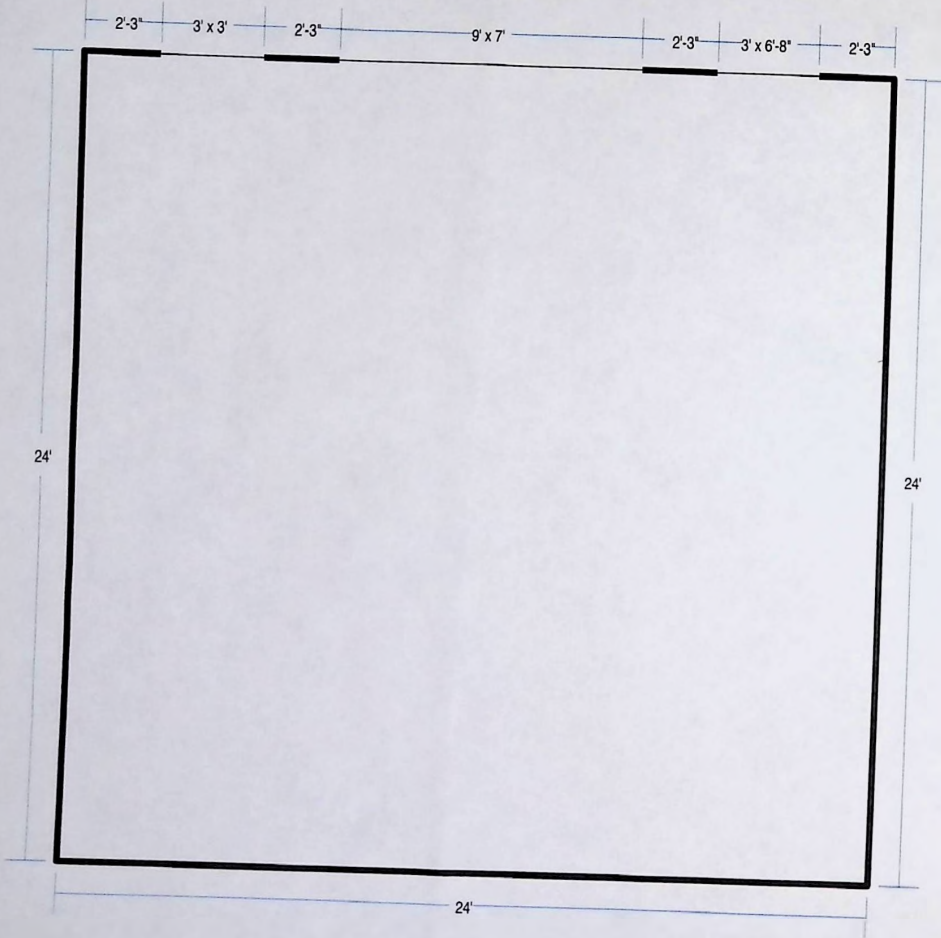
All information on this form, other than price, has been provided by guest and Menards is not responsible for any errors in the information on this estimate, including but not limited to quantity, dimension and quality. Please examine this estimate carefully. MENARDS MAKES NO REPRESENTATIONS, ORAL, WRITTEN 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.

Illustration May Not Depict All Options Selected

TRANSMISSION VERIFICATION REPORT

TIME : 09/05/2013 09:51
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME	09/05 09:50
FAX NO./NAME	FRANKTON
DURATION	00:00:22
PAGE(S)	02
RESULT	OK
MODE	STANDARD ECM



Agenda

September 9th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

2014 Budget Hearing
5:00 P.M.
Agenda

- Call to Order
- Call for Quorum
- Presentation of Budget Estimates and Tax Levies for the 2014 Budget
- Public Comment
- Adjourn

Building Size: 24 feet wide X 24 feet long X 9 feet high

Note: Wall construction is 2x4 @ 16" on center

TRANSMISSION VERIFICATION REPORT

TIME : 09/05/2013 09:52
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 09/05 09:51
FAX NO./NAME SUMMITVILLE
DURATION 00:00:18
PAGE(S) 02
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 09/05/2013 09:50
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 09/05 09:50
FAX NO./NAME 4
DURATION 00:00:00
PAGE(S) 00
RESULT BUSY
MODE STANDARD

BUSY: BUSY/NO RESPONSE

Agenda

September 9th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

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5:00 P.M.
Agenda

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Agenda

September 9th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

2014 Budget Hearing
5:00 P.M.
Agenda

- Call to Order
- Call for Quorum
- Presentation of Budget Estimates and Tax Levies for the 2014 Budget
- Public Comment
- Adjourn

TRANSMISSION VERIFICATION REPORT

TIME : 09/05/2013 09:48
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BRDF2V374540

DATE, TIME
FAX NO./NAME
DURATION
PAGE(S)
RESULT
MODE

09/05 09:48
CALL LEADER
00:00:20
02
OK
STANDARD
ECM

*Please publish both
of our meetings on
Friday and again
on Monday
Thank you*

Agenda

September 9th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

2014 Budget Hearing
5:00 P.M.
Agenda

Call to Order
Call for Quorum
Presentation of Budget Estimates and Tax Levies for the 2014 Budget
Public Comment
Adjourn

Agenda

October 14th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

New Business

1. Adopt 2014 Budget
2. Rainy Day Funds
3. Operating Fund Additional Appropriation
4. Nominating Committee

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY SYTEM
BOARD OF TRUSTEES
Regular Meeting
October 14, 2013
5:00pm

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library to order on October 14, 2013 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Bette Dalzell, Beverly Austin, Mike Robertson, Leslie Rittenhouse and Wayne Davidson. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

MINUTES

A motion was made by Mike Robertson to approve the minutes from the August 12, 2013 regular meeting, the September 9, 2013 budget hearing and the September 9, 2013 regular meeting. Wayne Davidson made a second and the motion carried.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Assistant Treasurer Wayne Davidson signed checks.

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Adopt 2014 Budget

The following 2014 budget was read and a motion to adopt the following budget was made by Secretary Bette Dalzell. Library Operating Fund Budget; \$1,397,850: Rainy Day Budget; \$27,000: Library Improvement Reserve Fund; \$54,000. Beverly Austin made a second to adopt the 2014 budget and the motion carried.

Rainy Day Funds

Since it cannot be determined, by the Madison County Auditor's Office, what December property tax funds will be received and if there will be sufficient appropriated funds to make the final lease rental payment a motion was made by Secretary Bette Dalzell to use remaining appropriated Rainy Day Funds to meet extraordinary emergencies. Mike Robertson made a second and the motion carried.

Operating Fund Additional Appropriation

A resolution for additional appropriation in the amount of \$30,000 for the Operating Fund to be used for the final debt service payment was read by Secretary Bette Dalzell. Ms Dalzell made a motion to adopt the resolution, Beverly Austin made a second and the

motion carried. The resolution for additional appropriation was signed by the members present.

Nominating Committee

Mike Robertson made a motion to appoint Kevin Sipe and Dan Prieshoff as the nominating committee for the 2014 officers. Wayne Davidson made a second and the motion carried.

DIRECTOR'S REPORT

LMC Mechanical was called after it was determined there was mold on the ceiling tiles in the meeting room. They cut a hole in the side of the unit that heats and cools the meeting room and determined it was not installed level; therefore, without proper drainage, water was pooling in the bottom of the unit and causing the mold. They fixed the unit and replaced belts and part of the motor. They replaced the flexible conduit where the majority of the mold was and sprayed a mold inhibitor. They replaced the old vents with new diffusers to make the heat and cooling more uniform in the room.

After twenty two years of service to the library, Ralph Maley has turned in a letter stating he will be retiring effective October 4, 2013. Don Murray has been hired to fill this twenty hour per week position. After sixteen years of service to the library, Barbara Snipes has turned in a letter stating she will be retiring effective October 7, 2013. Anna Baldwin, temporary custodian does not want to fill this position. Ryan Burris will permanently fill the 10 hour per week position at Summitville left open by Barbara's retirement and a new employee will be hired to work twenty hours per week at Elwood. The cupolas at Elwood need to be re-painted. The surface is very porous which absorbed the paint. Mallernee will come back to re-paint them. Frederick's is to aerate the lawn; the dirt was packed down while using their equipment when putting on the roof. The check to Frederick is being held until all of the work is done. Four solar powered vents have been installed. They will come on when the temperature reaches 115 degrees and only run from June through September. They have a three year warranty and normally last ten to twelve years.

Discussion was held about a patron who expects the staff to do extensive research for him and makes accusations about personal material that the library does not have. It was suggested to explain to him that the public library is not a research library and that any research that is done for him will take place as time allows. Also, it is permissible to have him sign paperwork stating what materials he has given to staff members for use during research.

Public comment was sought, none was forthcoming.

ADJOURNMENT

Beverly Austin made a motion to adjourn, Mike Robertson made a second and the meeting was adjourned.

Bette Dalzell

Bette Dalzell, Secretary

Daniel A. Pinesky
W. E. [unclear]
Leslie Bittenhouse

[unclear]
Michael Robertson
Garry J. Austin

Register Of Claims

North Madison County Public Library System

Report Date: From 9/10/13 To 10/14/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	598	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,567.83	9/25/13	P/R ENDING 9/21/13
				FICA	\$1,270.67		
				Federal Taxes Withheld	\$2,116.01		
				Medicare	\$297.18		
				Total this claim =	<u>\$5,251.69</u>		
0	613	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,848.02	10/9/13	P/R ENDING 10/5/13
				FICA	\$1,497.72		
				Federal Taxes Withheld	\$2,965.89		
				Medicare	\$350.30		
				Total this claim =	<u>\$6,661.93</u>		
0	584	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	9/11/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,788.88		
			Operating Fund	Wages of Janitor	\$1,533.05		
				Total this claim =	<u>\$20,335.54</u>		
0	614	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$503.15	10/9/13	P/R ENDING 10/5/13
			Operating Fund	Emp Cont INPRS	\$1,288.78		
				Total this claim =	<u>\$1,791.93</u>		
0	616	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	10/9/13	P/R ENDING 10/5/13
				Total this claim =	<u>\$95.00</u>		
0	601	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	9/25/13	ANNUNITY
				Total this claim =	<u>\$95.00</u>		
0	612	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	10/9/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,881.24		
			Operating Fund	Wages of Janitor	\$5,241.10		
			Operating Fund	Wages of Janitor	\$122.40		
				Total this claim =	<u>\$24,258.35</u>		
0	599	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,494.26	9/25/13	PAYROLL DEDUCTIONS FOR
			County Taxes Withheld	Payroll Deductions	\$697.07		SEPTEMBER
				Total this claim =	<u>\$2,191.33</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	597	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	9/25/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,991.28		
			Operating Fund	Wages of Janitor	\$1,489.50		
				Total this claim =	<u>\$20,494.39</u>		
0	587	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	9/11/13	P/R ENDING 9/7/13
				Total this claim =	<u>\$95.00</u>		
0	586	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$499.81	9/11/13	P/R ENDING 9/7/13
			Operating Fund	Emp Cont INPRS	\$1,277.71		
				Total this claim =	<u>\$1,777.52</u>		
0	585	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,555.68	9/11/13	P/R ENDING 9/7/15
			FICA	Payroll Deductions	\$1,260.81		
			Federal Taxes Withheld	Payroll Deductions	\$2,097.53		
			Medicare	Payroll Deductions	\$294.88		
				Total this claim =	<u>\$5,208.90</u>		
0	600	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$506.01	9/25/13	P/R ENDING 9/21/13
			Operating Fund	Emp Cont INPRS	\$1,298.35		
				Total this claim =	<u>\$1,804.36</u>		
28535	594	DEMCO	Operating Fund	Operating Supplies	\$82.57	9/11/13	As per attached invoices.
				Total this claim =	<u>\$82.57</u>		
28546	596	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.46	9/11/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$21.46</u>		
28549	588	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	9/11/13	P/R ENDING 9/7/13
				Total this claim =	<u>\$450.00</u>		
28551	593	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$216.46	9/11/13	As per attached invoices.
				Total this claim =	<u>\$216.46</u>		
28561	595	U.S. TOY CO/CONSTRUCTIVE	Operating Fund	Elwood Children's Programing	\$167.88	9/11/13	As per attached invoices.
			Gift	Elwood Children's Programing	\$26.57		
				Total this claim =	<u>\$194.45</u>		
28566	604	CARDMEMBER SERVICE	Operating Fund	Equipment/Maint.	\$59.98	9/25/13	SWEEPER BRUSHES
				Total this claim =	<u>\$59.98</u>		
28567	605	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,250.67	9/25/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$464.45		
				Total this claim =	<u>\$2,715.12</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
28568	602	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	9/25/13	As per attached invoices.
				Total this claim =	\$450.00		
28569	603	MEDICAL MUTUAL OF OHIO	Insurance Operating Fund	Payroll Deductions	\$713.66	9/25/13	HEALTH INSURANCE 10/1/13 - 11/1/13
				Emp Cont Group Ins	\$7,040.18		
				Total this claim =	\$7,753.84		
28570	606	PITNEY BOWES	Operating Fund	Equipment/Rental	\$129.00	9/25/13	POSTAGE METER LEASE
				Total this claim =	\$129.00		
28571	607	TOWN OF SUMMITVILLE	Operating Fund Operating Fund	Water	\$43.80	9/25/13	SERVICE FOR SUMMITVILLE
				Waste Disposal Services	\$11.50		
				Total this claim =	\$55.30		
28572	608	TRISHA SHULER	Operating Fund Operating Fund	Postage & UPS	\$23.37	9/25/13	PETTY CASH REIMBURSEMENT
				Operating Supplies	\$25.00		
				Total this claim =	\$48.37		
28573	609	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$91.70	9/25/13	COPY COUNT RICOH
				Total this claim =	\$91.70		
28574	610	VECTREN ENERGY DELIVERY	Operating Fund Operating Fund	Gas	\$65.68	9/25/13	SERVICE FOR ELWOOD & FRANKTON
				Gas	\$22.34		
				Total this claim =	\$88.02		
28575	611	LEASE ADMINISTRATION CEN	Operating Fund	Equipment/Rental	\$65.60	9/25/13	FINAL PAYMENT ON LEASE # 002-3048513-000
				Total this claim =	\$65.60		
28576	617	AT&T	Operating Fund	Telephone & Telegraph	\$198.60	10/9/13	SERVICE FOR ELWOOD
				Total this claim =	\$198.60		
28577	618	AT&T LONG DISTANCE	Operating Fund Operating Fund	Telephone & Telegraph	\$45.41	10/9/13	SERVICE FOR ELWOOD & SUMMITVILLE
				Telephone & Telegraph	\$7.84		
				Total this claim =	\$53.25		
28578	619	CARRIE BELL	Operating Fund	Elwood Adult Programing	\$100.00	10/9/13	EXTREME ORGANIZATION PROGRAM
				Total this claim =	\$100.00		
28579	620	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$331.39	10/9/13	SERVICE FOR ELWOOD
				Total this claim =	\$331.39		
28580	621	FRONTIER	Operating Fund	Telephone & Telegraph	\$316.41	10/9/13	SERVICE FOR FRANKTON
				Total this claim =	\$316.41		

<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>
28581	622	INDIANA-AMERICAN WATER C	Operating Fund Operating Fund	Water Waste Disposal Services	\$18.79 \$0.00	10/9/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$18.79</u>		
28582	615	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	10/9/13	P/R ENDING 10/5/13
				Total this claim =	<u>\$450.00</u>		
28583	624	POPULAR SUBSCRIPTION SE	Operating Fund Operating Fund Operating Fund	Elwood Period. & News. Frankton Per. & Newsp. Summitville Period. & Newsp.	\$2,528.05 \$1,346.98 \$555.35	10/9/13	MAGAZINE SUBSCRIPTION RENEWAL
				Total this claim =	<u>\$4,430.38</u>		
28584	623	PURCHASE POWER	Operating Fund	Postage & UPS	\$419.99	10/9/13	POSTAGE FOR METER
				Total this claim =	<u>\$419.99</u>		
28585	625	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	10/9/13	RICOH COPIER LEASE
				Total this claim =	<u>\$149.00</u>		
28586	626	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$20.00	10/9/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$20.00</u>		
28587	627	BAKER & TAYLOR	Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Gift	Elwood Adult Elwood Childrens Elwood YA Frankton Summitville Title Source Elwood AV Frankton AV Summitville AV Frankton Programing	\$2,759.49 \$1,112.17 \$513.20 \$1,694.38 \$1,195.26 \$2,400.00 \$274.97 \$106.48 \$79.59 \$26.52	10/14/13	As per attached invoices.
				Total this claim =	<u>\$10,162.06</u>		
28588	628	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$330.72	10/14/13	PURCHASE ORDERS, EMPLOYEE SERVICE RECORDS
				Total this claim =	<u>\$330.72</u>		
28589	629	C AND S NETWORKING	Operating Fund	Professional Services	\$2,000.00	10/14/13	As per attached invoices.
				Total this claim =	<u>\$2,000.00</u>		
28590	630	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$42.74	10/14/13	As per attached invoices.
				Total this claim =	<u>\$42.74</u>		
28591	631	CINTAS CORPORATION	Operating Fund	Cleaning & Sanitation Supplies	\$117.97	10/14/13	As per attached invoices.
				Total this claim =	<u>\$117.97</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>
28592	661	CREATIVE PRODUCT SOURC	Gift	Frankton Programing	\$191.96	10/14/13	HALLOWEEN BAGS
				Total this claim =	<u>\$191.96</u>		
28593	640	DEMCO	Gift	Furniture & Equipment	\$130.50	10/14/13	As per attached invoices.
			Gift	Operating Supplies	\$146.56		
				Total this claim =	<u>\$277.06</u>		
28594	632	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$1,481.48	10/14/13	INTERNET ACCESS
				Total this claim =	<u>\$1,481.48</u>		
28595	633	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$281.64	10/14/13	As per attached invoices.
				Total this claim =	<u>\$281.64</u>		
28596	634	FREDERICKS, INC	Rainy Day Fund	Professional Services	\$72,150.00	10/14/13	ROOF REPLACEMENT - ELWOOD
				Total this claim =	<u>\$72,150.00</u>		
28597	635	GAYLORD BROS.	Operating Fund	Book Processing	\$424.64	10/14/13	BOOK JACKETS
				Total this claim =	<u>\$424.64</u>		
28598	636	GLOBAL GOV'T/ED SOLUTION	Gift	Technology Equipment	\$720.00	10/14/13	As per attached invoices.
			Operating Fund	Technology Equipment	\$1,134.54		
			Operating Fund	Automation	\$189.89		
				Total this claim =	<u>\$2,044.43</u>		
28599	637	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$150.00	10/14/13	LAWN SERVICE - FRANKTON
				Total this claim =	<u>\$150.00</u>		
28600	639	HORTON & SONS OF ELWOO	Operating Fund	Operating Supplies	\$74.39	10/14/13	As per attached invoices.
				Total this claim =	<u>\$74.39</u>		
28601	643	INDIANA LIBRARY FEDERATIO	Operating Fund	Professional Meetings	\$885.00	10/14/13	REGISTRATION BARBARA McADAMS, Katie Newby, Clint Trice
				Total this claim =	<u>\$885.00</u>		
28602	638	INDIANA STATE LIBRARY	PLAC	Other	\$200.00	10/14/13	3RD QUARTER PLAC
				Total this claim =	<u>\$200.00</u>		
28603	641	INDIANAPOLIS MARION COUN	Operating Fund	Other	\$65.00	10/14/13	LOST INTERLIBRARY LOAN BOOK
				Total this claim =	<u>\$65.00</u>		
28604	642	IVAN WAGNER	Rainy Day Fund	Professional Services	\$382.00	10/14/13	ROOF PROJECT
				Total this claim =	<u>\$382.00</u>		
28605	644	JOHN W. LADD JR.	Operating Fund	Professional Services	\$170.00	10/14/13	LAWN CARE - SUMMITVILLE
				Total this claim =	<u>\$170.00</u>		

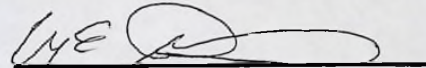
<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
28606	645	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$695.92	10/14/13	As per attached invoices.
				Total this claim =	<u>\$695.92</u>		
28607	646	LMC SERVICE SOLUTIONS	Operating Fund	Equipment/Maint.	\$883.62	10/14/13	HVAC MAINTENANCE - ELWOOD
				Total this claim =	<u>\$883.62</u>		
28608	647	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$78.00	10/14/13	TRASH SERVICE - FRANKTON
				Total this claim =	<u>\$78.00</u>		
28609	648	MARSH SUPERMARKET	Gift	Elwood Children's Programing	\$118.14	10/14/13	As per attached invoices.
			Gift	Summitville Programing	\$25.36		
				Total this claim =	<u>\$143.50</u>		
28610	649	MIDAMERICA BOOKS	Operating Fund	Elwood Childrens	\$786.65	10/14/13	As per attached invoices.
				Total this claim =	<u>\$786.65</u>		
28611	650	MIDWEST TAPE	Operating Fund	Frankton AV	\$357.84	10/14/13	As per attached invoices.
			Operating Fund	Elwood AV	\$2,066.28		
			Operating Fund	Summitville AV	\$447.74		
				Total this claim =	<u>\$2,871.86</u>		
28612	651	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$100.54	10/14/13	SERVICE AT ELWOOD
				Total this claim =	<u>\$100.54</u>		
28613	652	QUILL CORPORATION	Operating Fund	Office Supplies	\$281.61	10/14/13	As per attached invoices.
				Total this claim =	<u>\$281.61</u>		
28614	653	RAMSAY BUSINESS PRODUCT	Operating Fund	Office Supplies	\$39.99	10/14/13	As per attached invoices.
			Operating Fund	Office Supplies	\$10.00		
				Total this claim =	<u>\$49.99</u>		
28615	654	SPECIALTY STORE SERVICES	Operating Fund	Operating Supplies	\$94.96	10/14/13	BOOK BAGS
				Total this claim =	<u>\$94.96</u>		
28616	655	STATE CHEMICAL SOLUTIONS	Operating Fund	Cleaning & Sanitation Supplies	\$227.31	10/14/13	As per attached invoices.
				Total this claim =	<u>\$227.31</u>		
28617	656	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$86.47	10/14/13	As per attached invoices.
				Total this claim =	<u>\$86.47</u>		
28618	662	TOWN OF FRANKTON	Operating Fund	Electricity	\$509.63	10/14/13	SERVICE FOR FRANKTON
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$20.42		
				Total this claim =	<u>\$548.05</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
28619	657	TRISHA SHULER	Operating Fund	Traveling Expense	\$37.60	10/14/13	MILEAGE
				Total this claim =	<u>\$37.60</u>		
28620	658	USI, INC	Operating Fund	Office Supplies	\$215.49	10/14/13	LAMINATION POUCHES
				Total this claim =	<u>\$215.49</u>		
28621	659	VERNA DAVIS	Operating Fund	Traveling Expense	\$62.40	10/14/13	MILEAGE TO CONFERENCE
				Total this claim =	<u>\$62.40</u>		
28622	660	WINNING TRADITIONS LLC	Operating Fund	Elwood AV	\$54.98	10/14/13	SOCCER DVD
				Total this claim =	<u>\$54.98</u>		

Total Amount of Claims \$207,620.66

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

Friday, October 11, 2013



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 \$207,620.66

Date this 14 day of October, 2013.

Leslie Battenhouse Bette Dazell
Michael Robertson _____
Beverly J. Austin _____

SIGNATURES OF GOVERNING BOARD

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

Presentation of Budget at October 14, 2013 meeting

To be read by the secretary:

“The following budget is presented for adoption by the North Madison County Public Library Board for 2014:

Library Operating Fund Budget of \$1,397,850.

Rainy Day Fund of \$27,000. No maximum estimated funds to be raised and no current tax levy.

Library Improvement Reserve Fund estimate of \$54,000. No maximum estimated funds to be raised and no current tax levy.

I move we adopt this 2014 Budget.”

Expected December 2013 property tax funds necessary to make the final lease rental payment cannot be determined by the Madison County Auditor's Office. As it is now necessary to ensure enough appropriated funds to make this final lease rental payment, I make a motion to use the remaining Rainy Day Funds appropriated to meet extraordinary emergencies.

CERTIFIED COPY OF ADDITIONAL APPROPRIATION

County # _____
Unit # _____
Date Received: _____
Order Number: _____

UNIT NAME: North Madison County Public Library System

COUNTY NAME: Madison

Date of Publication: November 2, 2013 Newspaper: Elwood Call Leader

Date of Publication: November 2, 2013 Newspaper: Herald Bulletin

Date of Public Hearing: November 12th, 2013

Date of Resolution/Ordinance: October 14th, 2013

Complete for each fund from which the additional appropriations are made. Use a separate column for each fund. Lines referred to below are on the Fund Report from the DLGE.

A. DLGF Fund Number				
B. Fund Name	Operating			
C. Appropriation Amount Requested	\$30,000			
D. Amount by Reduction				
E. Net Amount of Increase (C minus D)	\$30,000			
1. Property Tax Levy (Line 16)	\$724,546			
2. Levy Excess (Line 15)				
3. PTRC from CAGIT (Line 13A)				
4. LOIT Freeze Amount (Line 13B)				
5. Misc. Revenue (Line 8B) (If higher than 8B amount, a revised Budget Form 2 must be attached.)	\$344,519			
6. January 1 Cash Balance (include investments)	\$678,011			
7. Subtotal of Funds (Add 1 thru 6)	\$1,747,076			
8. Less Circuit Breaker	\$132,043			

Surplus Funds (7 minus 8)	\$1,615,033			
10. DLGF Approved Budget (Line 1)	\$1,222,542			
11. Encumbered Appropriations				
12. Temporary Loans Outstanding as of January 1				
13. Beginning Obligations (Add 10 thru 12)	\$1,222,542			
14. Surplus Funds (9 minus 13)	\$392,491			
15. Previous additional appropriation(s) approved since January 1, less any reductions in appropriations	0			
16. Amount transferred to the Rainy Day Fund	0			
17. Surplus Funds Remaining (14 minus 15 minus 16)	\$392,491			

I, Daniel Prieshoff, fiscal officer of North Madison County Public Library, do hereby certify that the above information is true and correct.

* Dated this 19th day of November, 2013.

* *Daniel A Prieshoff* Board of Trustees Treasurer
(Signature)

(Title)

1600 Main Street (765) 552-5001

(Unit Address) (Telephone Number)

Elwood, IN 46036

(City/Town/Zip Code)

(E-mail Address)

TRANSMISSION VERIFICATION REPORT

TIME : 10/10/2013 07:34
 NAME : ELWOOD LIBRARY
 FAX : 7655528955
 TEL : 7655525001
 SER.# : BRDF21374540

DATE, TIME
 FAX NO./NAME
 DURATION
 PAGE(S)
 RESULT
 MODE

10/10 07:34
 95523388
 00:00:14
 01
 OK
 STANDARD
 ECM

TRANSMISSION VERIFICATION REPORT

TIME : 12/12/2013 07:35
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 FAX : 7655528955
 TEL : 7655525001
 SER.# : BRDF21374540

DATE, TIME
 FAX NO./NAME
 DURATION
 PAGE(S)
 RESULT
 MODE

12/12 07:35
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 00:00:16
 01
 OK
 STANDARD
 ECM

Agenda

October 14th, 2013

North Madison County Public Library System
 Board of Trustees

Elwood Public Library

Regular Meeting
 5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
- New Business
 1. Adopt 2014 Budget
 2. Rainy Day Funds
 3. Operating Fund Additional Appropriation
 4. Nominating Committee
- Director's Report
- Public Comment

*Please publish on
 Friday or Saturday
 and again on Monday
 Thank you*

Agenda

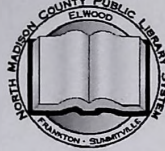
October 14th, 2013

North Madison County Public Library System
 Board of Trustees

Elwood Public Library

Regular Meeting
 5:00 P.M.

- Call to Order
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 1. Adopt 2014 Budget
 2. Rainy Day Funds
 3. Operating Fund Additional Appropriation
 4. Nominating Committee
- Director's Report
- Public Comment



North Madison County Public Library System
 1600 Main Street
 Elwood, IN 46036 Phone: (765) 552-5001 Fax: (765) 552-0955

Executive Session Agenda
 November 11, 2013
 Ralph E. Hazelbaker Library
 1013 West Church Street
 Summitville, IN 46070
 5:00 p.m.
 IC 5-14-1.5-6.1 (b)

Executive sessions may be held only in the following instances:

- (1) Where authorized by federal or state statute.
- (2) For discussion of strategy with respect to any of the following:
 - (A) Collective bargaining.
 - (B) Initiation of litigation or litigation that is either pending or has been threatened specifically in writing.
 - (C) The implementation of security systems.
 - (D) The purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties. However, all such strategy discussions must be necessary for competitive or bargaining reasons and may not include competitive or bargaining adversaries.
- (3) For discussion of the assessment, design, and implementation of school safety and security measures, plans, and systems.
- (4) Interviews and negotiations with industrial or commercial prospects or agents of industrial or commercial prospects by the Indiana economic development corporation, the office of tourism development, the Indiana finance authority, the ports of Indiana, an economic development commission, the Indiana state department of agriculture, a local economic development organization (as defined in IC 5-28-11-2(3)), or a governing body of a political subdivision.
- (5) To receive information about and interview prospective employees.
- (6) With respect to any individual over whom the governing body has jurisdiction:
 - (A) To receive information concerning the individual's alleged misconduct; and
 - (B) To discuss, before a determination, the individual's status as an employee, a student, or an independent contractor who is:
 - (i) a physician; or
 - (ii) a school bus driver.
- (7) For discussion of records classified as confidential by state or federal statute.
- (8) To discuss before a placement decision an individual student's abilities, past performance, behavior, and needs.
- (9) To discuss a job performance evaluation of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.
- (10) When considering the appointment of a public official, to do the following:
 - (A) Develop a list of prospective appointees.
 - (B) Consider applications.
 - (C) Make one (1) initial exclusion of prospective appointees from further consideration.
 Notwithstanding IC 5-14-3-4(b)(12), a governing body may release and shall make available for inspection and copying in accordance with IC 5-14-3-3 identifying information concerning prospective appointees not initially excluded from further consideration. An initial exclusion of prospective appointees from further consideration may not reduce the number of prospective appointees to fewer than three (3) unless there are fewer than three (3) prospective appointees. Interviews of prospective appointees must be conducted at a meeting that is open to the public.
- (11) To train school board members with an outside consultant about the performance of the role of the members as public officials.
- (12) To prepare or score examinations used in issuing licenses, certificates, permits, or registrations under IC 25.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
 BOARD OF TRUSTEES
 EXECUTIVE SESSION
 November 11, 2013
 5:00 pm
 IC 5-14-1.5-6.1 (b)

CALL TO ORDER

President Leslie Rittenhouse called an executive session of the North Madison County Public Library Board of Trustees to order on November 11, 2013 at 5:00pm in the meeting room of the Ralph E. Hazelbaker Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Beverly Austin, Bette Dalzell, Dan Prieshoff, Wayne Davidson, Mike Robertson and Kevin Sipe. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

BUSINESS

The meeting was held to receive information concerning an individual's alleged misconduct over whom the governing body has jurisdiction and to discuss, before a determination, an individual's status as an employee IC 5-14-1.5-6.1 (b). No other subject matter was discussed in the executive session other than the subject matter specified in the public notice.

ADJOURNMENT

Bette Dalzell made a motion to adjourn, Beverly Austin made a second and the executive session was adjourned.

Wayne Davidson
DeWay J. Elliott

Bette Dalzell, Secretary

Kevin Sipe
Michael Robertson

Agenda

November 11, 2013

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting

To be held directly after executive meeting

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

New Business

1. Determination of the Status of an Employee
2. Nominating Committee Report (Kevin Sipe and Dan Prieshoff)
3. 2014 Holiday Calendar for Adoption
4. Employee Raises/Director and Administrative Assistant

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
November 11, 2013
Immediately following Executive Session

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on November 11, 2013 in the meeting room of the Ralph E. Hazelbaker Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Beverly Austin, Bette Dalzell, Dan Prieshoff, Wayne Davidson, Mike Robertson and Kevin Sipe. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

MINUTES

Minutes from the October 14, 2013 regular meeting were approved after a motion was made by Beverly Austin and a second by Mike Robertson.

CLAIMS REGISTR & CHECKS

The members signed the claims register and Treasurer Dan Prieshoff signed checks.

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Determination of the Status of an Employee

A motion was made by Beverly Austin recommending the employee who has been on probation be removed from probation. Bette Dalzell made a second and the motion carried.

Nominating Committee Report (Kevin Sipe and Dan Prieshoff)

Kevin Sipe a motion for the following 2014 slate of officers: President, Leslie Rittenhouse; Vice-President, Beverly Austin, Secretary, Bette Dalzell; Treasurer, Dan Prieshoff, and Assistant Treasurer, Mike Robertson. The 2014 slate of officers was approved as submitted.

2014 Holiday Calendar for Adoption

Bette Dalzell made a motion to adopt the 2014 holiday closings as submitted. Mike Robertson made a second and the motion carried. This gives a total of 11 ½ days closed plus closed the 3rd Friday in March for an in-service day.

Employee Raises/Director and Administrative Assistant

Beverly Austin made a motion which would allow a 3% raise for employees, the Director and the Administrative Assistant, Mike Robertson made a second. After discussion

Beverly Austin withdrew her motion. Kevin Sipe made a motion to table any decision on the matter until information is received as to pay scales from other libraries. Bette Dalzell made a second and the motion carried. Performance raises versus across board raises were discussed.

DIRECTOR'S REPORT

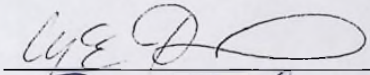
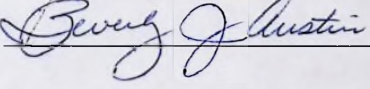
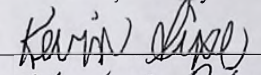
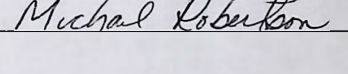
Leora LaShure has been hired to replace Barbara Snipes as part time custodian at Elwood. A 30 year limited lifetime roof warranty has been received for Elwood; it will be placed in the board minute folder. The gentleman who has been causing problems has been sent a letter that he is not allowed in the library for one year. The staff has been informed to call the police if he comes to the library. Two families have been banned from coming to the library until which time they can prove they have taken care of their bug infestation in their homes. Baxter Pest Control has been called to come and treat for cockroaches. New shelving has been installed at Hazelbaker. The new shelving will house newly received items and DVD's. Debbie Fox, part time outreach programmer has had several successful programs the last of which was a Veteran's appreciation, twenty five were in attendance. She has started a homebound service to reach those who are unable to come to the library, including temporarily homebound. Sandy Daugherty has volunteered to help with this service. Monthly events are now being posted in the Elwood Call Leader.

PUBLIC COMMENT

None was forthcoming.

ADJOURNMENT

Mike Robertson made a motion to adjourn, Wayne Davidson made a second and the meeting was adjourned.

 _____  _____	<p>Bette Dalzell, Secretary</p>  _____  _____
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Register Of Claims

North Madison County Public Library System

Report Date: From 10/15/13 To 11/11/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	670	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,596.17	10/23/13	PAYROLL DEDUCTIONS FOR OCTOBER
			County Taxes Withheld	Payroll Deductions	\$764.97		
				Total this claim =	\$2,361.14		
0	682	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	11/6/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,893.66		
			Operating Fund	Wages of Janitor	\$443.00		
			Operating Fund	Wages of Janitor	\$306.00		
				Total this claim =	\$19,656.27		
0	683	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,495.95	11/6/13	P/R ENDING 11/2/13
			FICA	Payroll Deductions	\$1,212.41		
			Federal Taxes Withheld	Payroll Deductions	\$1,963.55		
			Medicare	Payroll Deductions	\$283.56		
				Total this claim =	\$4,955.47		
0	684	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$502.67	11/6/13	P/R ENDING 11/2/13
			Operating Fund	Emp Cont INPRS	\$1,287.22		
				Total this claim =	\$1,789.89		
0	674	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	10/23/13	P/R ENDING 10/19/13
				Total this claim =	\$95.00		
0	686	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	11/6/13	P/R ENDING 11/2/13
				Total this claim =	\$95.00		
0	681	AFLAC	AFLAC	Payroll Deductions	\$485.88	10/23/13	AFLAC MONTHLY PAYMENT
				Total this claim =	\$485.88		
0	671	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$501.42	10/23/13	P/R ENDING 10/19/13
			Operating Fund	Emp Cont INPRS	\$1,283.07		
				Total this claim =	\$1,784.49		
0	669	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,583.99	10/23/13	P/R ENDING 10/19/13
			FICA	Payroll Deductions	\$1,283.73		
			Federal Taxes Withheld	Payroll Deductions	\$2,113.98		
			Medicare	Payroll Deductions	\$300.25		
				Total this claim =	\$5,281.95		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	668	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	10/23/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,836.99		
			Operating Fund	Wages of Janitor	\$1,650.50		
			Operating Fund	Wages of Janitor	\$306.00		
				Total this claim =	\$20,807.10		
28623	665	BOSE, MCKINNEY & EVANS LL	Operating Fund	Legal Services	\$176.00	10/15/13	LEGAL SERVICE
				Total this claim =	\$176.00		
28624	666	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$150.00	10/15/13	BACK FLOW TEST
				Total this claim =	\$150.00		
28625	663	INSPIRE MEDIA	Operating Fund	Professional Services	\$1,052.10	10/15/13	HISTORICAL DATABASE
				Total this claim =	\$1,052.10		
28626	667	JILL MURRAY	Gift	Summitville Programing	\$43.08	10/15/13	PETTY CASH REIMBURSEMENT
				Total this claim =	\$43.08		
28627	664	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$100.94	10/15/13	SERVICE FOR ELWOOD
				Total this claim =	\$100.94		
28628	678	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$51.72	10/23/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	\$10.68		
				Total this claim =	\$62.40		
28629	675	HORTON'S HARDWARE	Operating Fund	Operating Supplies	\$202.70	10/23/13	As per attached invoices.
				Total this claim =	\$202.70		
28630	676	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,083.50	10/23/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$388.83		
				Total this claim =	\$2,472.33		
28631	673	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	10/23/13	P/R ENDING 9/19/13
				Total this claim =	\$450.00		
28632	672	MEDICAL MUTUAL OF OHIO	Insurance	Payroll Deductions	\$713.66	10/23/13	HEALTH INSURANCE 11/1-12/1/13
			Operating Fund	Emp Cont Group Ins	\$7,040.18		
				Total this claim =	\$7,753.84		
28633	679	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	10/23/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	\$55.30		
28634	677	VAN AUSSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$144.29	10/23/13	As per attached invoices.
				Total this claim =	\$144.29		

<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>
28635	680	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$22.82	10/23/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$22.82</u>		
28636	687	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$277.91	11/6/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$277.91</u>		
28637	688	FRONTIER	Operating Fund	Telephone & Telegraph	\$292.07	11/6/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$292.07</u>		
28638	685	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	11/6/13	P/R ENDING 11/2/13
				Total this claim =	<u>\$450.00</u>		
28639	689	STAR FINANCIAL BANK	Operating Fund	Equipment/Rental	\$25.00	11/6/13	SAFE DEPOSIT BOX
				Total this claim =	<u>\$25.00</u>		
28640	690	TOWN OF FRANKTON	Operating Fund	Electricity	\$436.11	11/6/13	SERVICE FOR FRANKTON
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$19.91		
				Total this claim =	<u>\$474.02</u>		
28641	691	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$22.20	11/6/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$22.20</u>		
28642	707	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,687.57	11/11/13	As per attached invoices.
			Operating Fund	Elwood Childrens	\$354.63		
			Operating Fund	Elwood YA	\$488.14		
			Operating Fund	Frankton	\$1,932.62		
			Operating Fund	Summitville	\$1,686.98		
			Operating Fund	Elwood AV	\$165.70		
			Operating Fund	Frankton AV	\$131.19		
			Operating Fund	Summitville AV	\$115.27		
				Total this claim =	<u>\$7,562.10</u>		
28643	692	BARBARA MCADAMS	Gift	Frankton Programming	\$22.87	11/11/13	PETTY CASH REIMBURSEMENT
				Total this claim =	<u>\$22.87</u>		
28644	693	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$274.29	11/11/13	PAYROLL CHECK - W-2 FORMS
				Total this claim =	<u>\$274.29</u>		
28645	694	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$123.73	11/11/13	LIGHT BULBS
				Total this claim =	<u>\$123.73</u>		
28646	696	CINTAS CORPORATION	Operating Fund	Cleaning & Sanitation Supplies	\$117.97	11/11/13	As per attached invoices.
				Total this claim =	<u>\$117.97</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>
28647	719	DEZELAN INSURANCE AGENC	Operating Fund	Insurance	\$900.00	11/11/13	TRUSTEE & DIRECTOR LIABILITY INSURANCE
				Total this claim =	<u>\$900.00</u>		
28648	697	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$145.50	11/11/13	REPAIRED SPRINKLER PIT DOOR
				Total this claim =	<u>\$145.50</u>		
28649	698	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$1,481.48	11/11/13	INTERNET ACCESS
				Total this claim =	<u>\$1,481.48</u>		
28650	699	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$136.87	11/11/13	As per attached invoices.
				Total this claim =	<u>\$136.87</u>		
28651	701	GAYLORD BROS.	Operating Fund	Operating Supplies	\$79.99	11/11/13	MAGAZINE RECORD CARDS
				Total this claim =	<u>\$79.99</u>		
28652	700	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$217.68	11/11/13	HEADPHONES
				Total this claim =	<u>\$217.68</u>		
28653	702	HORTON'S HARDWARE	Operating Fund	Operating Supplies	\$225.46	11/11/13	As per attached invoices.
				Total this claim =	<u>\$225.46</u>		
28654	708	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$20.57	11/11/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$20.57</u>		
28655	705	KMART 9124	Operating Fund	Operating Supplies	\$11.07	11/11/13	As per attached invoices.
			Gift	Elwood Children's Programing	\$75.95		
				Total this claim =	<u>\$87.02</u>		
28656	703	LIBRARY CORPORATION, THE	Operating Fund	Book Processing	\$826.00	11/11/13	BARCODE LABELS
				Total this claim =	<u>\$826.00</u>		
28657	704	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$1,975.59	11/11/13	HVAC REPAIRS MEETING ROOM
				Total this claim =	<u>\$1,975.59</u>		
28658	706	MARSH SUPERMARKET	Gift	Elwood Children's Programing	\$101.51	11/11/13	As per attached invoices.
			Gift	Summitville Programing	\$37.90		
				Total this claim =	<u>\$139.41</u>		
28659	709	MIDWEST TAPE	Operating Fund	Frankton AV	\$994.58	11/11/13	As per attached invoices.
			Operating Fund	Elwood AV	\$883.62		
			Operating Fund	Summitville AV	\$1,566.53		
			Operating Fund	Book Processing	\$733.90		
				Total this claim =	<u>\$4,178.63</u>		
28660	710	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$1,035.99	11/11/13	REPAIRS - ELWOOD
				Total this claim =	<u>\$1,035.99</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>
28661	711	ORIENTAL TRADING COMPAN	Gift	Elwood Children's Programming	\$173.72	11/11/13	As per attached invoices.
				Total this claim =	<u>\$173.72</u>		
28662	712	PITNEY BOWES	Operating Fund	Operating Supplies	\$226.46	11/11/13	INK FOR POSTAGE METER
				Total this claim =	<u>\$226.46</u>		
28663	713	QUILL CORPORATION	Operating Fund Gift	Office Supplies Furniture & Equipment	\$466.77 \$149.99	11/11/13	As per attached invoices.
				Total this claim =	<u>\$616.76</u>		
28664	714	RAMSAY BUSINESS PRODUCT	Operating Fund Operating Fund	Office Supplies Office Supplies	\$49.17 \$10.00	11/11/13	As per attached invoices.
				Total this claim =	<u>\$59.17</u>		
28665	715	ROYAL FLUSH, INC.	Operating Fund	Professional Services	\$153.00	11/11/13	SERVICE AT FRANKTON
				Total this claim =	<u>\$153.00</u>		
28666	716	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$57.90	11/11/13	APPLICANT PROFILES
				Total this claim =	<u>\$57.90</u>		
28667	695	SUBSCRIBER RENEWALS	Operating Fund	Summitville Period. & Newsp.	\$240.80	11/11/13	CHRONICLE TRIBUNE - SUMMITVILLE
				Total this claim =	<u>\$240.80</u>		
28668	720	SUZANNE PUREWAL	Operating Fund	Elwood Adult Programing	\$100.00	11/11/13	WRITER'S WORKSHOP PROGRAM
				Total this claim =	<u>\$100.00</u>		
28669	717	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$81.75	11/11/13	As per attached invoices.
				Total this claim =	<u>\$81.75</u>		
28670	718	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	11/11/13	LEASE RICOH COPIER
				Total this claim =	<u>\$149.00</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$92,948.90

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, November 11, 2013

Daniel A. Prischuff
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 November, 2013.

Wendy E. [Signature]
Shirley Wittenhouse
Beth DeBell

Kevin [Signature]
Michael Roberts
Seung J. Austin

SIGNATURES OF GOVERNING BOARD

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

2014 HOLIDAY CLOSINGS

January 1, 2014	New Year's Day Wednesday
January 20, 2014	Martin Luther King, Jr. Day
February 17, 2014	President's Day
May 26, 2014	Memorial Day
July 4, 2014	Independence Day (Friday)
August 30, 2014	Labor Day Saturday
September 1, 2014	Labor Day
November 26, 2014	Thanksgiving Eve (Close at 1 pm)
November 27, 2014	Thanksgiving Day
December 24, 2014	Christmas Eve Wednesday
December 25, 2014	Christmas Day Thursday
December 31, 2014	New Year's Eve Wednesday
January 1, 2015	New Year's Day Thursday

11 ½ DAYS TOTAL (NOT INCLUDING 2015 NEW YEAR'S DAY)

Closed for In-Service Day held each year on the 3rd Friday in March

Current Wages - 11-2013

Clerks			Custodians		
Name	Per Hour	Per Year	Name	Per Hour	Per Year
Jordan Arehart	\$ 10.32	\$ 22,291.20	Phillip Knotts	\$ 8.50	\$ 4,590.00
Janet Blankenship	\$ 13.48	\$ 14,558.40	Don Murray	\$ 8.50	\$ 9,180.00
Verna Davis	\$ 10.32	\$ 11,145.60	Leora LaShure	\$ 8.50	\$ 9,180.00
Deborah Fox	\$ 10.32	\$ 22,291.20	Ryan Burris	\$ 8.50	\$ 4,590.00
Dorothy Goss	\$ 9.92	\$ 10,713.60			\$ 22,950.00
Mary Hofer	\$ 13.48	\$ 14,558.40			
Mary Kiplinger	\$ 13.48	\$ 14,558.40		Range	
Barbara Lawrence	\$ 9.92	\$ 10,713.60		\$ 7.65	
Judith Litsey	\$ 10.32	\$ 11,145.60		thru	
Jamie Presley	\$ 10.32	\$ 15,603.84		\$ 13.00	
Lindsey Ripberger	\$ 10.22	\$ 11,037.60			
Molly Taylor	\$ 9.92	\$ 10,713.60			
Bethane Toney	\$ 10.22	\$ 22,075.20			
Pauline Vest	\$ 10.22	\$ 11,037.60			
Total		\$ 202,443.84			

Mininum	\$ 9.92	Range
Maximum	\$ 13.48	\$8.93
		thru
		\$13.50

\$ 22,950.00
\$ 50,829
\$ 42,016
\$ 115,795.00
\$ 119,268.85
\$ 118,110.90
\$ 116,952.95
\$ 673,900.00

Current Wages - 11-2013

Managers

Name	Per Hour	Per Year
Dennis Johnson	\$ 15.60	\$ 33,696.00
Barbara McAdams	\$ 16.23	\$ 35,056.80
Jill Murray	\$ 15.45	\$ 33,372.00
Katie Newby	\$ 16.23	\$ 35,056.80
Trisha Shuler	\$ 15.45	\$ 33,372.00
Clint Trice	\$ 15.60	\$ 33,696.00
		\$ 204,249.60

Minimum	\$ 15.45	Range
Maximum	\$ 16.23	\$13.50
		thru
		\$18.50

Total per Year for Clerk, Custodians and Managers	\$ 429,643.44
Director	\$ 52,354
Administrative Assistant	\$ 43,276
Total Wages for all employees	\$ 525,273.78
3% Increase	\$ 541,031.99
2% Increase	\$ 535,779.26
1% Increase	\$ 530,526.52
Adopted 2014 Budget for Salaries and Wages	\$ 673,900.00

TRANSMISSION VERIFICATION REPORT

TIME : 11/07/2013 11:54
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER. # : BROF2V374540

DATE, TIME 11/07 11:53
 FAX NO./NAME FRANKTON
 DURATION 00:00:32
 PAGE(S) 02
 RESULT OK
 MODE STANDARD
 ECM

Agenda

November 11, 2013

North Madison County Public Library System
 Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting

To be held directly after executive meeting

Call to Order
 Call for Quorum
 Minutes
 Claims Register & Checks
 Old Business
 New Business
 1. Determination of the Status of an Employee
 2. Nominating Committee Report (Kevin Sipe and Dan Prieshoff)
 3. 2014 Holiday Calendar for Adoption
 4. Employee Raises/Director and Administrative Assistant
 Director's Report
 Public Comment

TRANSMISSION VERIFICATION REPORT

TIME : 11/07/2013 11:52
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER. # : BROF2V374540

DATE, TIME 11/07 11:52
 FAX NO./NAME SUMMITVILLE
 DURATION 00:00:26
 PAGE(S) 02
 RESULT OK
 MODE STANDARD
 ECM

Agenda

November 11, 2013

North Madison County Public Library System
 Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting

To be held directly after executive meeting

Call to Order
 Call for Quorum
 Minutes
 Claims Register & Checks
 Old Business
 New Business
 1. Determination of the Status of an Employee
 2. Nominating Committee Report (Kevin Sipe and Dan Prieshoff)
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 Public Comment

TRANSMISSION VERIFICATION REPORT

TIME : 11/07/2013 11:49
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER. # : BROF2V374540

DATE, TIME 11/07 11:48
 FAX NO./NAME HERALD
 DURATION 00:00:32
 PAGE(S) 02
 RESULT OK
 MODE STANDARD
 ECM

TRANSMISSION VERIFICATION REPORT

TIME : 11/07/2013 11:47
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER. # : BROF2V374540

DATE, TIME 11/07 11:47
 FAX NO./NAME CALL LEADER
 DURATION 00:00:28
 PAGE(S) 02
 RESULT OK
 MODE STANDARD
 ECM

*Please post on
 Friday or Saturday
 and again on
 Monday - Both Meetings
 Thank you*

Agenda

November 11, 2013

North Madison County Public Library System
 Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting

To be held directly after executive meeting

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
- New Business
 1. Determination of the Status of an Employee
 2. Nominating Committee Report (Kevin Sipe and Dan Prieshoff)
 3. 2014 Holiday Calendar for Adoption
 4. Employee Raises/Director and Administrative Assistant
- Director's Report
- Public Comment

Agenda

November 11, 2013

North Madison County Public Library System
 Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting

To be held directly after executive meeting

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
- New Business
 1. Determination of the Status of an Employee
 2. Nominating Committee Report (Kevin Sipe and Dan Prieshoff)
 3. 2014 Holiday Calendar for Adoption
 4. Employee Raises/Director and Administrative Assistant
- Director's Report
- Public Comment

Agenda

December 9, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

1. Employee Raises/Director and Administrative Assistant

New Business

1. Transfer of Appropriations Resolution
2. Personnel Changes/Additions
3. HVAC Service Agreement with LMC
4. Technology Plan
5. AdTec, Inc.- E-rate Services

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
December 9, 2013
5:00pm

CALL TO ORDER

Vice President Kevin Sipe called a regular meeting of the North Madison County Public Library Board of Trustees to order on December 9, 2013 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were board members Kevin Sipe, Wayne Davidson, Beverly Austin and Mike Robertson.

MINUTES

A motion was made by Mike Robertson and seconded by Wayne Davidson to approve the minutes from the November 11 regular and executive meetings. The motion carried.

CLAIMS REGISTER & CHECKS

The claims register was signed by the members and Assistant Treasurer Wayne Davidson signed checks.

OLD BUSINESS

Employee Raises/Director and Administrative Assistant

Beverly Austin made a motion to add the following to # 16 of the employee handbook "Wage and Salary Administration": At the end of every year, the Board may vote for a 1 to 2% cost of living raise for all employees with separate motions for the Administrative Assistant and Director. In addition to the cost of living raise, the Board may approve an additional .5 to 1% raise at the beginning of every year. This raise will be based on the previous calendar year, January 1 to December 31. Any employee, including the Administrative Assistant and Director, with documented disciplinary action, including any written warnings for being late three times during a payroll period, within the calendar year will not receive this raise. A second was made by Wayne Davidson and the motion carried. Beverly Austin made a motion to allow a 1.5% cost of living increase to all employees and an additional 1% raise for those based on employee handbook "Wage and Salary Administration" for a total of 2.5%. Wayne Davidson made a second and the motion carried. Beverly Austin made a motion to allow a 1.5% cost of living for the Director and Administrative Assistant with an additional 1% based on employee handbook "Wage and Salary Administration" for a total of 2.5%. Wayne Davidson made a second and the motion carried. Three employees are \$.02 from the top of the range on the wage scale for their position. Beverly Austin made a motion that these employees will be exempt from the top of the range and will receive a 1.5% cost of living increase and an additional 1% raise for a total of 2.5%. Mike Robertson made a second and the motion carried.

NEW BUSINESS

Transfer of Appropriations Resolution

Pro tem Secretary, Mike Robertson read and made a motion to adopt a resolution which would transfer \$18,300 from major categories into other major categories within the 2013 budget. Beverly Austin made a second and the motion carried.

Personnel Changes/Additions

A Youth Service employee has been through the disciplinary process and suspended from her duties on November 30, 2013. Permission was asked, instead of hiring additional staff, to allow Molly Taylor to work 32 hours per week and Mary Hofer to work 28 hours per week. It is required that any employee working thirty hours per week be offered health insurance. Molly Taylor has stated she will waive health insurance coverage. Mike Robertson made a motion, instead of hiring give extra hours to these employees. Beverly Austin made a second and the motion carried. Due to Debbie Fox spending more time doing outreach programming, twenty hours per week, and Judi Litsey no longer being available to work at Elwood, permission was sought to make Bethane Toney full time to work at the front desk and also spend more time in Tech Services. Mike Robertson made a motion to make Bethane Toney full time at the front desk. Beverly Austin made a second and the motion carried. It was asked to hire a temporary part time clerk to work at the front desk with the potential of going permanent part time at twenty hours per week, starting at minimum wage until the position is permanent. Beverly Austin made a motion to hire a temporary part time clerk. Wayne Davidson made a second and the motion carried.

HVAC Service Agreement with LMC

LMC is asking for a raise in their service contract for Elwood from \$424.50 to \$450 per quarter or \$1,800 per year. Dylan King, head of the service department, stated the contract would be re-visited every three years. Mike Robertson made a motion to accept the service agreement for \$1,800 per year. Wayne Davidson made a second and the motion carried.

Service agreements with LMC for Frankton and Summitville have been on the long range plan for quite awhile. Proposals for service contracts for Frankton and Summitville were presented at \$1,085 annually. Mike Robertson made a motion to accept service agreements for Frankton and Summitville which include inspections four times a year. Beverly Austin made a second and the motion carried.

Technology Plan

Beverly Austin made a motion to accept the NMCPLS July 2014 – June 2017 Technology Plan as presented. Wayne Davidson made a second and the motion carried.

AdTec, Inc.-E-rate Services

With anticipation that the library will go to VoIP (Voice over IP); it was asked to hire Ad Tec, Inc. for one year to fill out E-rate forms for June 30 – July 1 at a cost of \$330 per form, there are three forms. Beverly Austin made a motion to hire AdTec, Inc. for a trial period of one year to fill out E-rate forms. Mike Robertson made a second and the

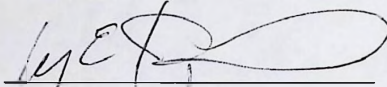
motion carried. The library's contract with AT&T Centrex will end on July 1 and a new phone system is anticipated.

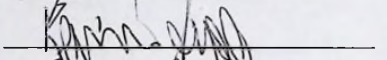
DIRECTOR'S REPORT

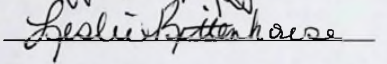
Elwood's roof warranty includes three years workmanship from Frederick, Inc. and a 20 year non-prorated manufacturer's warranty for defects and a 20 year prorated warranty for a total of 40 years. The final lease rental payment to Regions Bank will be in the amount of \$109,593 plus the remaining funds in the operating and reserve fund of \$11,407. An additional appropriation of \$30,000 for the operating fund will be used to make this final payment. A public ceremony was discussed to be held sometime before June with former board members invited.

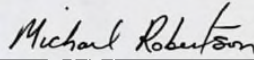
Public Comment was sought, none was forthcoming.

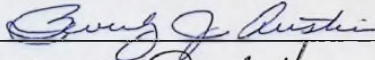
With no objections the meeting was adjourned.

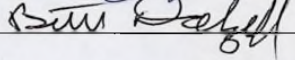








Secretary Pro Tem, Mike Robertson




Register Of Claims

North Madison County Public Library System

Report Date: From 11/12/13 To 12/9/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	736	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$502.61	12/4/13	P/R ENDING 11/30/13
			Operating Fund	Emp Cont INPRS	\$1,287.03		
				Total this claim =	<u>\$1,789.64</u>		
0	722	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	11/20/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,882.62		
			Operating Fund	Wages of Janitor	\$567.70		
			Operating Fund	Wages of Janitor	\$260.10		
				Total this claim =	<u>\$19,724.03</u>		
0	738	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	12/4/13	P/R ENDING 11/30/13
				Total this claim =	<u>\$95.00</u>		
0	735	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,510.28	12/4/13	P/R ENDING 11/30/13
			FICA	Payroll Deductions	\$1,224.02		
			Federal Taxes Withheld	Payroll Deductions	\$2,011.19		
			Medicare	Payroll Deductions	\$286.27		
				Total this claim =	<u>\$5,031.76</u>		
0	734	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	12/4/13	PAYROLL
			Operating Fund	Salary of Assistants	\$17,068.09		
			Operating Fund	Wages of Janitor	\$440.75		
			Operating Fund	Wages of Janitor	\$321.30		
				Total this claim =	<u>\$19,843.75</u>		
0	727	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	11/20/13	P/R ENDING 11/16/13
				Total this claim =	<u>\$95.00</u>		
0	726	AFLAC	AFLAC	Payroll Deductions	\$485.88	11/20/13	PAYROLL DEDUCTION FOR NOVEMBER
				Total this claim =	<u>\$485.88</u>		
0	725	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$502.09	11/20/13	P/R ENDING 11/16/13
			Operating Fund	Emp Cont INPRS	\$1,285.27		
				Total this claim =	<u>\$1,787.36</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>
0	723	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,501.12	11/20/13	P/R ENDING 11/16/13
			FICA	Payroll Deductions	\$1,216.60		
			Federal Taxes Withheld	Payroll Deductions	\$1,987.62		
			Medicare	Payroll Deductions	\$284.53		
				Total this claim =	<u>\$4,989.87</u>		
0	724	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,372.86	11/20/13	PAYROLL DEDUCTIONS FOR NOVEMBER
			County Taxes Withheld	Payroll Deductions	\$665.46		
				Total this claim =	<u>\$2,038.32</u>		
28671	731	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,806.18	11/20/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$345.12		
				Total this claim =	<u>\$2,151.30</u>		
28672	730	INDIANA NEWSPAPERS, INC.	Operating Fund	Frankton Per. & Newsp.	\$372.03	11/20/13	52 WEEK SUBSCRIPTION - INDIANAPOLIS STAR - FRANKTON
				Total this claim =	<u>\$372.03</u>		
28673	728	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	11/20/13	P/R ENDING 11/16/13
				Total this claim =	<u>\$450.00</u>		
28674	732	MARSHALL BEST SECURITY C	Operating Fund	Operating Supplies	\$24.91	11/20/13	KEYS
				Total this claim =	<u>\$24.91</u>		
28675	729	MEDICAL MUTUAL OF OHIO	Operating Fund	Emp Cont Group Ins	\$7,040.18	11/20/13	HEALTH INSURANCE 12/1/13 - 1/1/14
			Insurance	Payroll Deductions	\$713.66		
				Total this claim =	<u>\$7,753.84</u>		
28676	733	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$262.24	11/20/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$262.24</u>		
28677	739	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$60.93	12/4/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	\$6.87		
				Total this claim =	<u>\$67.80</u>		
28678	740	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$281.73	12/4/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$281.73</u>		
28679	741	DEARBORN NATIONAL LIFE IN	Operating Fund	Emp Cont Group Ins	\$99.88	12/4/13	LIFE INSURANCE
				Total this claim =	<u>\$99.88</u>		
28680	742	FRONTIER	Operating Fund	Telephone & Telegraph	\$292.10	12/4/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$292.10</u>		
28681	745	HERALD BULLETIN, THE	Operating Fund	Elwood Period. & News.	\$263.88	12/4/13	52 WEEK SUBSCRIPTION - ELWOOD
				Total this claim =	<u>\$263.88</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>
28682	737	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$982.19	12/4/13	P/R ENDING 11/30/13
				Total this claim =	\$982.19		
28683	743	TOWN OF FRANKTON	Operating Fund	Electricity	\$463.04	12/4/13	SERVICE FOR FRANKTON
			Operating Fund	Water	\$26.14		
			Operating Fund	Waste Disposal Services	\$29.50		
				Total this claim =	\$518.68		
28684	744	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	12/4/13	SERVICE FOR HAZELBAKER
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	\$55.30		
28685	746	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$100.83	12/4/13	RICOH COPIER COUNT - ELWOOD
				Total this claim =	\$100.83		
28686	747	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$63.17	12/4/13	SERVICE FOR FRANKTON & SUMMITVILLE
			Operating Fund	Gas	\$85.71		
				Total this claim =	\$148.88		
28687	780	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,414.55	12/9/13	As per attached invoices.
			Operating Fund	Elwood Childrens	\$979.74		
			Operating Fund	Elwood YA	\$352.92		
			Operating Fund	Frankton	\$1,104.67		
			Operating Fund	Summitville	\$354.84		
			Operating Fund	Elwood AV	\$185.42		
			Operating Fund	Elwood Adult Programing	\$16.62		
			Operating Fund	Frankton AV	\$28.54		
			Gift	Frankton Programing	\$94.75		
			Operating Fund	Summitville AV	\$39.53		
				Total this claim =	\$5,571.58		
28688	748	BARBARA MCADAMS	Gift	Frankton Programing	\$36.11	12/9/13	PETTY CASH REIMBURSEMENT
			Operating Fund	Professional Services	\$10.00		
			Operating Fund	Operating Supplies	\$4.00		
				Total this claim =	\$50.11		
28689	783	BARBARA SNIPES	Operating Fund	Professional Services	\$197.40	12/9/13	DISPLAY CASES
				Total this claim =	\$197.40		
28690	749	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$90.00	12/9/13	SERVICE FOR ELWOOD,
			Operating Fund	Professional Services	\$90.00		FRANKTON, HAZELBAKER
			Operating Fund	Professional Services	\$90.00		
				Total this claim =	\$270.00		

<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>
28691	750	CHESTER INFORMATION TEC	Operating Fund	Technology Software	\$2,030.50	12/9/13	SYMANTEC BACKUP & TREND MICRO
				Total this claim =	<u>\$2,030.50</u>		
28692	751	CINTAS CORPORATION	Operating Fund	Cleaning & Sanitation Supplies	\$237.50	12/9/13	As per attached invoices.
				Total this claim =	<u>\$237.50</u>		
28693	752	CLINT TRICE	Operating Fund	Traveling Expense	\$195.20	12/9/13	TRAVEL EXPENSE
				Total this claim =	<u>\$195.20</u>		
28694	753	DAN PRIESHOFF	Operating Fund	Salary of Board Treasurer	\$300.00	12/9/13	2013 BOARD OF TRUSTEE TREASURER
				Total this claim =	<u>\$300.00</u>		
28695	754	DEMCO	Operating Fund	Operating Supplies	\$194.00	12/9/13	As per attached invoices.
				Total this claim =	<u>\$194.00</u>		
28696	778	DIANA L. SHEPARD	Operating Fund	Traveling Expense	\$184.00	12/9/13	TRAVEL EXPENSE
				Total this claim =	<u>\$184.00</u>		
28697	755	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$285.00	12/9/13	FIRE EXTINGUISHER INSPECTION - FRANKTON
				Total this claim =	<u>\$285.00</u>		
28698	756	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$1,481.48	12/9/13	INTERNET ACCESS
				Total this claim =	<u>\$1,481.48</u>		
28699	757	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$190.20	12/9/13	As per attached invoices.
				Total this claim =	<u>\$190.20</u>		
28700	758	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$467.71	12/9/13	As per attached invoices.
				Total this claim =	<u>\$467.71</u>		
28701	759	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$150.00	12/9/13	LAWN CARE - FRANKTON
				Total this claim =	<u>\$150.00</u>		
28702	760	HORTON'S HARDWARE	Operating Fund	Operating Supplies	\$227.78	12/9/13	As per attached invoices.
				Total this claim =	<u>\$227.78</u>		
28703	761	IDLEWINE LAWNMOWER SAL	Operating Fund	Equipment/Maint.	\$332.29	12/9/13	LAWN TRACTOR TUNE UP AND INSTALL SNOW THROWER
				Total this claim =	<u>\$332.29</u>		
28704	784	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.01	12/9/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$21.01</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>	
28705	762	JILL MURRAY	Gift	Operating Supplies	\$6.97	12/9/13	PETTY CASH REIMBURSEMENT	
				Gift	Office Supplies			\$8.97
				Gift	Summitville Programming			\$27.26
				Total this claim =				\$43.20
28706	763	KEITH BALDWIN	Gift	Furniture & Equipment	\$920.00	12/9/13	SHELVING - SUMMITVILLE	
				Total this claim =				\$920.00
28707	764	KMART 9124	Operating Fund	Operating Supplies	\$52.20	12/9/13	As per attached invoices.	
				Total this claim =				\$52.20
28708	765	LIBRARY CORPORATION, THE	Operating Fund	Automation	\$799.00	12/9/13	SIP COMMUNICATIONS PROTOCOL	
				Total this claim =				\$799.00
28709	766	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$389.38	12/9/13	As per attached invoices.	
				Total this claim =				\$389.38
28710	767	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$424.50	12/9/13	QUARTERLY HVAC INSPECTION - ELWOOD	
				Total this claim =				\$424.50
28711	768	MARSH SUPERMARKET	Operating Fund	Elwood Adult Programing	\$31.43	12/9/13	As per attached invoices.	
				Gift	Elwood Children's Programing			\$66.56
				Total this claim =				\$97.99
28712	779	MIDWEST TAPE	Operating Fund	Frankton AV	\$2,065.48	12/9/13	As per attached invoices.	
				Operating Fund	Elwood AV			\$1,892.28
				Operating Fund	Summitville AV			\$815.64
				Total this claim =				\$4,773.40
28713	786	PAULETTE HOOVER	Operating Fund	Elwood Childrens	\$25.00	12/9/13	LOCAL AUTHOR BOOKS	
				Total this claim =				\$25.00
28714	782	PITNEY BOWES	Operating Fund	Equipment/Rental	\$9.50	12/9/13	As per attached invoices.	
				Total this claim =				\$9.50
28715	777	POSTMASTER	Operating Fund	Postage & UPS	\$92.00	12/9/13	STAMPS	
				Operating Fund	Postage & UPS			\$92.00
				Total this claim =				\$184.00
28716	769	PROQUEST LLC	Operating Fund	Elwood Period. & News.	\$252.66	12/9/13	MICROFILM CALL LEADER 7/1/12- 12/31/12	
				Total this claim =				\$252.66
28717	770	PURCHASE POWER	Operating Fund	Postage & UPS	\$419.99	12/9/13	POSTAGE METER REFILL	
				Total this claim =				\$419.99

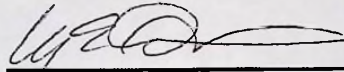
<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
28718	771	QUILL CORPORATION	Operating Fund	Office Supplies	<u>\$168.30</u>	12/9/13	As per attached invoices.
				Total this claim =	\$168.30		
28719	772	RAMSAY BUSINESS PRODUCT	Operating Fund	Office Supplies	\$34.40	12/9/13	As per attached invoices.
			Operating Fund	Office Supplies	<u>\$10.00</u>		
				Total this claim =	\$44.40		
28720	773	RUSTY JACKSON	Operating Fund	Elwood Adult	<u>\$20.00</u>	12/9/13	BOOK - BREEZE
				Total this claim =	\$20.00		
28721	774	TOPS HOME CENTER	Operating Fund	Technology Equipment	<u>\$22.99</u>	12/9/13	As per attached invoices.
				Total this claim =	\$22.99		
28722	781	TRISHA SHULER	Operating Fund	Fuel, Oil and Lubricants	\$6.00	12/9/13	PETTY CASH REIMBURSEMENT
			Operating Fund	Operating Supplies	\$11.77		
			Operating Fund	Postage & UPS	<u>\$31.63</u>		
				Total this claim =	\$49.40		
28723	775	TRUE CHEM, INC.	Operating Fund	Professional Services	\$75.00	12/9/13	WATER TREATMENT TESTING - ELWOOD
				Total this claim =	\$75.00		
28724	785	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	<u>\$149.00</u>	12/9/13	LEASE RICOH COPIER
				Total this claim =	\$149.00		
28725	776	WINNING TRADITIONS LLC	Operating Fund	Elwood AV	<u>\$43.75</u>	12/9/13	BASEBALL DVD
				Total this claim =	\$43.75		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$91,055.62

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

Friday, December 06, 2013



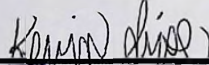
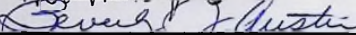

Fiscal Officer

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_____

	_____	_____
	_____	_____
	_____	_____

SIGNATURES OF GOVERNING BOARD

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

16. WAGE AND SALARY ADMINISTRATION

All full-time and part-time employees of the Library are covered by this policy. Individuals performing work for the Library under a contractual relationship are *not* covered by this policy.

The Library will establish and maintain an hourly wage schedule that is internally equitable, externally competitive, personally motivating, on-going and orderly. New employees will be hired in at the minimum wage level for their position.

However, no employee will be paid below the minimum established for his/her position. If an employee changes position during the year the appropriate wage adjustment will be made at the time the new position becomes effective.

The Board Budget Committee will review cost of living increases and the wage schedule on an annual basis. The Board will use the wage classification schedule and the budget to determine wage adjustments. Any cost of living adjustments will be made effective January 1 of each year.

Add: At the end of every year, the Board may vote for a 1 to 2% cost of living raise for all employees with separate motions for the Administrative Assistant and Director. In addition to the cost of living raise, the Board may approve an additional .5 to 1% raise at the beginning of every year. This raise will be based on the previous calendar year, January 1 to December 31. Any employee, including the Administrative Assistant and Director, with documented disciplinary action, including any written warnings for being late three times during a payroll period, within the calendar year will not receive this raise.

The Library pays employees bi-weekly or 26 times per year. The workweek ends at midnight Saturday, with the first day of the week beginning at 12:01 am Sunday morning.

Payday is normally the first Wednesday following the second Saturday of each pay period.

If you find an error in your paycheck, the Director must be notified. A lost check should be reported immediately so that payment may be stopped at the bank and another check can be issued.

Employees must keep all information relevant for direct deposit current with the Administrative Assistant.

No payroll advances are permitted by the Library against paychecks or unaccrued vacation.

2012 Indiana Public Library Statistics
Salaries - All Other Positions

Name of Library	2010 Census Population	Position	Certification Level	Min/Hr	Max/Hr
OWEN COUNTY PUBLIC LIBRARY	21,575	Administrative Assistant	LC 5	\$13.85	\$17.65
SULLIVAN COUNTY PUBLIC LIBRARY	21,475	Accounting Manager	Not Applicable	\$7.25	\$25.00
LOWELL PUBLIC LIBRARY	20,591	Business Manager	Not Applicable	\$10.00	\$15.00
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM	19,500	Administrative Assistant	Not Applicable	\$20.81	\$20.81
STARKE COUNTY PUBLIC LIBRARY SYSTEM	18,822	Business Manager	Not Applicable	\$13.00	\$17.00
LEBANON PUBLIC LIBRARY	18,030	Business Manager	Not Applicable	\$14.75	\$16.00

Year	Hourly	Yearly
2013	\$ 20.81	\$ 43,285
2012	\$ 20.20	\$ 42,016
2011	\$ 16.40	\$ 34,112
2010	\$ 15.92	\$ 33,114

Average=\$13.48	Average=\$18.58
Min=\$7.25	Min=\$15.00
Max=\$20.81	Max=\$25.00

2012 Indiana Public Library Statistics Salaries - Directors								
Library	County Name of Primary County	2010 Census Population	Director Annual Salary	Contract?	Certification level	2012 Total Assessed Valuation for Library District	Total # All Paid Staff (Total of All Librarians & All Paid Staff)	# of Branches
NOBLE COUNTY PUBLIC LIBRARY	Noble	24,218	\$61,360	No	LC1	\$970,665,723	28	2
SCOTT COUNTY PUBLIC LIBRARY	Scott	24,181	\$43,674	No	Temp	\$657,967,662	14	2
OWEN COUNTY PUBLIC LIBRARY	Owen	21,575	\$43,500	No	Temp	\$666,038,500	28	
SULLIVAN COUNTY PUBLIC LIBRARY	Sullivan	21,475	\$47,574	No	LC4	\$938,177,108	34	5
LOWELL PUBLIC LIBRARY	Lake	20,591	\$45,000	No	LC2	\$1,057,098,670	28	2
ALEXANDRIAN PUBLIC LIBRARY	Posey	19,845	\$55,575	No	LC2	1,607,169,604	25	
PLYMOUTH PUBLIC LIBRARY	Marshall	19,601	\$57,869	No	LC1	\$856,520,179	28	
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM	Madison	19,500	\$52,354	No	LC1	\$624,534,655	24	2
WESTCHESTER PUBLIC LIBRARY	Porter	19,396	\$87,970	No	LC1	\$1,564,119,771	71	1
PERRY COUNTY PUBLIC LIBRARY	Perry	19,338	\$45,000	No	LC2	507,561,703	17	1
STARKE COUNTY PUBLIC LIBRARY SYSTEM	Starke	18,822	\$50,000	No	LC2	840,879,251	32	3
LEBANON PUBLIC LIBRARY	Boone	18,030	\$61,389	No	LC1	\$809,627,120	26	
JAY COUNTY PUBLIC LIBRARY	Jay	17,797	\$52,790	No	LC1	720,830,953	22	
AURORA PUBLIC LIBRARY DISTRICT	Dearborn	17,240	\$75,732	No	LC1	\$588,290,526	16	2
FULTON COUNTY PUBLIC LIBRARY	Fulton	16,391	\$40,000	No	LC2	\$800,790,356	43	2
BLOOMFIELD-EASTERN GREENE COUNTY PUBLIC LIBRARY	Greene	15,014	\$37,000	No	LC2	361,017,018	22	2

Year	Hourly	Yearly	
2013	\$ 25.17	\$ 52,354	Max= \$87,970
2012	\$ 24.44	\$ 50,829	Min = \$43,500
2011	\$ 21.07	\$ 43,825	Average=\$54,456
2010	\$ 20.46	\$ 42,549	Pub Budget=\$55,600

Jamie's Salary is: \$25.17 for 40 hour week

\$35,616 less than the maximum

\$8,854 more than the minimum

\$2,102 less than average

\$3,246 less than the published budget

27 Pay Periods in 2014

Current Wages - 11-2013

Clerks			Custodians		
Name	Per Hour	Per Year	Name	Per Hour	Per Year
Jordan Arehart	\$ 10.32	\$ 22,291.20	Phillip Knotts	\$ 8.50	\$ 4,590.00
Janet Blankenship	\$ 13.48	\$ 14,558.40	Don Murray	\$ 8.50	\$ 9,180.00
Verna Davis	\$ 10.32	\$ 11,145.60	Leora LaShure	\$ 8.50	\$ 9,180.00
Deborah Fox	\$ 10.32	\$ 22,291.20	Ryan Burris	\$ 8.50	\$ 4,590.00
Dorothy Goss	\$ 9.92	\$ 10,713.60	Total 2013		\$ 22,950.00
Mary Hofer	\$ 13.48	\$ 14,558.40	Total 2012		\$ 36,998.00
Mary Kiplinger	\$ 13.48	\$ 14,558.40	Difference		\$ (14,048.00)
Barbara Lawrence	\$ 9.92	\$ 10,713.60			
Judith Litsey	\$ 10.32	\$ 11,145.60		Range	
Jamie Presley	\$ 10.32	\$ 15,603.84		\$ 7.65	
New Part-Time	\$ 10.22	\$ 11,037.60		thru	
Molly Taylor	\$ 9.92	\$ 10,713.60		\$ 13.00	
Bethane Toney	\$ 10.22	\$ 22,075.20			
Pauline Vest	\$ 10.22	\$ 11,037.60			
New Part-Time	\$ 9.92	\$ 10,713.60			
Total 2013		\$ 213,157.44			
Total 2012		\$ 173,033.12			
Difference		\$ 40,124.32			

Mininum	\$ 9.92	\$8.93
Maximum	\$ 13.48	thru
		\$13.50

27 Pay Periods in 2014		
Current Wages - 11-2013		
Managers		

Name	Per Hour	Per Year
Dennis Johnson	\$ 15.60	\$ 33,696.00
Barbara McAdams	\$ 16.23	\$ 35,056.80
Jill Murray	\$ 15.45	\$ 33,372.00
Katie Newby	\$ 16.23	\$ 35,056.80
Trisha Shuler	\$ 15.45	\$ 33,372.00
Clint Trice	\$ 15.60	\$ 33,696.00
Total 2013		\$ 204,249.60
Total 2012		\$ 190,985.60
Difference		\$ 13,264.00

		Range
Minimum	\$ 15.45	\$13.50
Maximum	\$ 16.23	thru
		\$18.50

Total per Year for Clerk, Custodians and Managers	\$ 440,357.04
Director	\$ 52,354
Administrative Assistant	\$ 43,276
Total Wages for all employees	\$ 535,987.38
3% Increase	\$ 552,067.00
2.5% Increase	\$ 549,387.06
2% Increase	\$ 546,707.13
1.5% Increase	\$ 544,027.19
1% Increase	\$ 541,347.25
Adopted 2014 Budget for Salaries and Wages	\$ 673,900.00
2013 Budget *2.60% (Average Growth Quotient)	\$ 623,954.72

NMCPHS WAGE SCALE

Adopted by the Board of Trustees, May 14, 1997

Revised January 18, 1999

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. Effective May 14, 1997, new part-time hires receive no benefits. AMENDED 4/17/00
(Benefits reinstated)
4. Full-time employment is considered 40 hours per week.
5. Raises built-in to the Wage Scale are based on length of employment--every position receives the same increase according to years of service except Page/Temporary Part-time.
6. Full-time and regular part-time employees also will receive cost-of-living raises at the beginning of a new year, regardless of length of services. Page/temporary part-time employees will receive the cost-of-living increase on their anniversary date.
7. Dollar figures will be adjusted by the Cost-of-Living increase each January 1.
8. Years of experience (change to "service") will transfer directly when employees are promoted to a higher position classification.

Director--Salaried/Exempt

Established annually by Board of Trustees

11/9/2009

Board
Approved

Administrative Assistant-Salaried/Exempt

No

**Mgr
Wage**

Established annually by Board of Trustees

3% Cost
of Living

No
Wage

Increment
Wage

**Adjustment
Plus**

(+4%)
2005

(+5%)
2006

(+5%)
2007

(2% Mgr)
2008

Increase
2009

Increase
2010

(+3%)
2011

2012

	(+4%) 2005	(+5%) 2006	(+5%) 2007	(2% Mgr) 2008	Increase 2009	Increase 2010	(+3%) 2011	2012
Manager (Branch/Department)--Hourly/Non-exempt: Range \$13.50-\$18.50								
Start	\$10.04	\$10.54	\$11.06	\$11.62	\$11.62	Mgr	Mgr	\$13.50
90 day	\$10.23	\$10.74	\$11.27	\$11.83	\$11.83	Range	Range	90 day
1 Year	\$10.44	\$10.96	\$11.50	\$12.07	\$12.07	\$13.00	\$13.39	\$15.00
2 Year	\$10.63	\$11.16	\$11.71	\$12.30	\$12.30	thru	thru	Range
3 Year	\$11.37	\$11.94	\$12.53	\$13.16	\$13.16	\$14.70	\$15.14	\$13.50
4 Year	\$12.02	\$12.62	\$13.25	\$13.91	\$13.91			thru
5 Year	\$12.70	\$13.34	\$14.00	\$14.70	\$14.70			\$18.50
Clerk--Hourly/Non-exempt: Range \$8.93-\$13.50								
Start	\$8.65	\$8.91	\$9.35	\$9.63	\$9.63	Clerk	Clerk	Start
90 day	\$8.84	\$9.11	\$9.56	\$9.84	\$9.84	Range	Range	\$8.93
1 Year	\$9.03	\$9.30	\$9.76	\$10.05	\$10.05	\$9.63	\$9.92	90 day
2 Year	\$9.24	\$9.52	\$9.99	\$10.28	\$10.28	thru	thru	\$9.92
3 Year	\$9.97	\$10.27	\$10.78	\$11.10	\$11.10	\$12.58	\$12.96	Range
4 Year	\$10.63	\$10.95	\$11.49	\$11.83	\$11.83			\$8.93
5 Year	\$11.30	\$11.64	\$12.22	\$12.58	\$12.58			thru \$13.50
Custodian--Hourly/Non-exempt: Range \$7.65-\$13.00								
Start	\$8.31	\$8.56	\$8.98	\$9.24	\$9.24	Custodian	Custodian	Start
90 Day	\$8.50	\$8.76	\$9.19	\$9.46	\$9.46	Range	Range	\$7.65
1 Year	\$8.72	\$8.98	\$9.42	\$9.70	\$9.70	\$9.24	\$9.52	90 day
2 Year	\$8.90	\$9.17	\$9.62	\$9.90	\$9.90	thru	thru	\$8.50
3 Year	\$9.63	\$9.92	\$10.41	\$10.72	\$10.72	\$12.20	\$12.57	Range
4 Year	\$10.30	\$10.61	\$11.14	\$11.47	\$11.47			\$7.65
5 Year	\$10.96	\$11.29	\$11.85	\$12.20	\$12.20			thru \$13.00

Page/Temporary Part-time--Hourly/Non-exempt: Minimum Wage - \$7.25

	Clerks- Range \$8.93-\$13.50				
	1% COL	1.5% COL	2% COL	2.5% COL	3% COL
90 Days	\$ 9.92	\$ 9.92	\$ 9.92	\$ 9.92	\$ 9.92
1 year	\$ 10.02	\$ 10.07	\$ 10.12	\$ 10.17	\$ 10.22
2 years	\$ 10.12	\$ 10.22	\$ 10.32	\$ 10.42	\$ 10.52
3 years	\$ 10.22	\$ 10.37	\$ 10.53	\$ 10.68	\$ 10.84
4 years	\$ 10.32	\$ 10.53	\$ 10.74	\$ 10.95	\$ 11.17
5 years	\$ 10.43	\$ 10.69	\$ 10.95	\$ 11.22	\$ 11.50
6 years	\$ 10.53	\$ 10.85	\$ 11.17	\$ 11.50	\$ 11.84
7 years	\$ 10.64	\$ 11.01	\$ 11.39	\$ 11.79	\$ 12.20
8 years	\$ 10.74	\$ 11.17	\$ 11.62	\$ 12.09	\$ 12.57
9 years	\$ 10.85	\$ 11.34	\$ 11.86	\$ 12.39	\$ 12.94
10 years	\$ 10.96	\$ 11.51	\$ 12.09	\$ 12.70	\$ 13.33
11 years	\$ 11.07	\$ 11.69	\$ 12.33	\$ 13.02	\$ 13.73
12 years	\$ 11.18	\$ 11.86	\$ 12.58	\$ 13.34	
13 years	\$ 11.29	\$ 12.04	\$ 12.83	\$ 13.67	
14 years	\$ 11.40	\$ 12.22	\$ 13.09		
15 years	\$ 11.52	\$ 12.40	\$ 13.35		
16 years	\$ 11.63	\$ 12.59	\$ 13.62		
17 years	\$ 11.75	\$ 12.78			
18 years	\$ 11.87	\$ 12.97			
19 years	\$ 11.98	\$ 13.16			
20 years	\$ 12.10	\$ 13.36			
21 years	\$ 12.23	\$ 13.56			
22 years	\$ 12.35				
23 years	\$ 12.47				
24 years	\$ 12.60				
25 years	\$ 12.72				
26 years	\$ 12.85				
27 years	\$ 12.98				
28 years	\$ 13.11				
29 years	\$ 13.24				
30 years	\$ 13.37				
31 years	\$ 13.50				

	Managers- Range \$13.50-\$18.50				
	1% COL	1.5% COL	2% COL	2.5% COL	3% COL
90 Days	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00	\$ 15.00
1 year	\$ 15.15	\$ 15.23	\$ 15.30	\$ 15.38	\$ 15.45
2 years	\$ 15.30	\$ 15.45	\$ 15.61	\$ 15.76	\$ 15.91
3 years	\$ 15.45	\$ 15.69	\$ 15.92	\$ 16.15	\$ 16.39
4 years	\$ 15.61	\$ 15.92	\$ 16.24	\$ 16.56	\$ 16.88
5 years	\$ 15.77	\$ 16.16	\$ 16.56	\$ 16.97	\$ 17.39
6 years	\$ 15.92	\$ 16.40	\$ 16.89	\$ 17.40	\$ 17.91
7 years	\$ 16.08	\$ 16.65	\$ 17.23	\$ 17.83	\$ 18.45
8 years	\$ 16.24	\$ 16.90	\$ 17.57	\$ 18.28	\$ 19.00
9 years	\$ 16.41	\$ 17.15	\$ 17.93	\$ 18.73	
10 years	\$ 16.57	\$ 17.41	\$ 18.28		
11 years	\$ 16.74	\$ 17.67	\$ 18.65		
12 years	\$ 16.90	\$ 17.93			
13 years	\$ 17.07	\$ 18.20			
14 years	\$ 17.24	\$ 18.48			
15 years	\$ 17.41	\$ 18.75			
16 years	\$ 17.59				
17 years	\$ 17.76				
18 years	\$ 17.94				
19 years	\$ 18.12				
20 years	\$ 18.30				
21 years	\$ 18.49				
22 years	\$ 18.67				

	Custodians - Range \$7.65-\$13.00				
	1% COL	1.5% COL	2% COL	2.5% COL	3% COL
90 Days	\$ 8.50	\$ 8.50	\$ 8.50	\$ 8.50	\$ 8.50
1 year	\$ 8.59	\$ 8.63	\$ 8.67	\$ 8.71	\$ 8.76
2 years	\$ 8.67	\$ 8.76	\$ 8.84	\$ 8.93	\$ 9.02
3 years	\$ 8.76	\$ 8.89	\$ 9.02	\$ 9.15	\$ 9.29
4 years	\$ 8.85	\$ 9.02	\$ 9.20	\$ 9.38	\$ 9.57
5 years	\$ 8.93	\$ 9.16	\$ 9.38	\$ 9.62	\$ 9.85
6 years	\$ 9.02	\$ 9.29	\$ 9.57	\$ 9.86	\$ 10.15
7 years	\$ 9.11	\$ 9.43	\$ 9.76	\$ 10.10	\$ 10.45
8 years	\$ 9.20	\$ 9.58	\$ 9.96	\$ 10.36	\$ 10.77
9 years	\$ 9.30	\$ 9.72	\$ 10.16	\$ 10.62	\$ 11.09
10 years	\$ 9.39	\$ 9.86	\$ 10.36	\$ 10.88	\$ 11.42
11 years	\$ 9.48	\$ 10.01	\$ 10.57	\$ 11.15	\$ 11.77
12 years	\$ 9.58	\$ 10.16	\$ 10.78	\$ 11.43	\$ 12.12
13 years	\$ 9.67	\$ 10.32	\$ 11.00	\$ 11.72	\$ 12.48
14 years	\$ 9.77	\$ 10.47	\$ 11.22	\$ 12.01	\$ 12.86
15 years	\$ 9.87	\$ 10.63	\$ 11.44	\$ 12.31	\$ 13.24
16 years	\$ 9.97	\$ 10.79	\$ 11.67	\$ 12.62	
17 years	\$ 10.07	\$ 10.95	\$ 11.90	\$ 12.93	
18 years	\$ 10.17	\$ 11.11	\$ 12.14	\$ 13.26	
19 years	\$ 10.27	\$ 11.28	\$ 12.38		
20 years	\$ 10.37	\$ 11.45	\$ 12.63		
21 years	\$ 10.48	\$ 11.62	\$ 12.88		
22 years	\$ 10.58	\$ 11.79	\$ 13.14		
23 years	\$ 10.69	\$ 11.97			
24 years	\$ 10.79	\$ 12.15			
25 years	\$ 10.90	\$ 12.33			
26 years	\$ 11.01	\$ 12.52			
27 years	\$ 11.12	\$ 12.71			
28 years	\$ 11.23	\$ 12.90			
29 years	\$ 11.34	\$ 13.09			
30 years	\$ 11.46				
31 years	\$ 11.57				
32 years	\$ 11.69				
33 years	\$ 11.80				
34 years	\$ 11.92				
35 years	\$ 12.04				
36 years	\$ 12.16				
37 years	\$ 12.28				
38 years	\$ 12.41				
39 years	\$ 12.53				
40 years	\$ 12.66				

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		
Office Supplies		<u>\$500</u>
Operating Supplies		<u>\$500</u>
Automation		<u>\$500</u>
Transfer to Supplies		
Cleaning & Sanitation Supplies		<u>\$1,500</u>
Transfer from Other Services and Charges		
Consulting Services		<u>\$500</u>
Ebook Services		<u>\$1,000</u>
Telephone & Telegraph		<u>\$7,500</u>
Insurance		<u>\$1,000</u>
Gas		<u>\$5,300</u>
Interest on Temporary Loans		<u>\$500</u>
Transfer to Other Services and Charges		
Professional Services		<u>\$10,000</u>
Legal Services		<u>\$2,000</u>
Databases		<u>\$1,500</u>
Frankton Programming		<u>\$100</u>
Electricity		<u>\$2,000</u>
Equipment Rental		<u>\$200</u>
Transfer from Capitol Outlays		
Furniture & Equipment		<u>\$500</u>
Elwood Adult Books		<u>\$500</u>
Transfer to Capitol Outlays		
Elwood AV		<u>\$1,000</u>
Total Transfers from line items		<u>\$18,300</u>
Total Transfers to line items		<u>\$18,300</u>

ADOPTED THIS 9TH DAY OF DECEMBER 2013.

NAY

AYE

Wge [Signature]

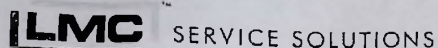
[Signature]

[Signature]

ATTEST:

Michael Robertson

Pro Tem, Secretary, North Madison County Public Library Board of Trustees



FACILITY SERVICE AGREEMENT

Presented to: Ralph Hazelbaker Library
1013 W Church St.
Summitville, IN 46070

Date: December 4, 2013

No. 5362335_

Type of Agreement: Preventive Maintenance. **High Efficiency Express Service Plan.**
Equipment covered under this agreement is listed below and shall be limited to the specific items listed.

- 2 - York 92% Natural Gas Furnaces and 2 York Condensing Units
- 1 - Carrier 90% Natural Gas Furnace and 1 Carrier Condensing Unit

TOTAL COST: One Thousand Eighty Five Dollars and 00/100 (\$1,085.00)
Filters INCLUDED and Parts EXCLUDED.

LMC Service Solutions shall schedule:

- 1 - Full Service Heating PM w/ Filter Change
- 1 - Full Service Cooling PM w/ Filter Change
- 2 - Mid-Season Filter Change w/ Visual Inspection

We agree to provide you with a qualified and trained service technician to inspect and service your HVAC equipment. The inspection and maintenance will be performed per the above stated schedule. These inspections will be performed only during normal working hours, Monday thru Friday, holidays excepted. This Agreement DOES NOT INCLUDE the cost of emergency service. It DOES provide priority status if emergency service is ever required. **Please read the reverse side of this agreement before signing.**

This proposal and the terms on the reverse side along with the attachments hereof constitute our entire agreement. Upon written approval by both parties, the agreement shall become effective 1/04/2014, for a three year period and continue at the current price unless written notice to the contrary is give 30 days prior to the 3 year anniversary date. This agreement is subject to price revision on any anniversary date with a 30 day written notice. This agreement may be adjusted at any time due to equipment additions and/or deletions.

Payment: Quarterly Date: 12/04/2013

Submitted by: Dylan King Title: Service Manager
LMC SERVICE SOLUTIONS

Accepted by: _____ Title: _____

For: _____ Date: _____



FACILITY SERVICE AGREEMENT

Presented to: Frankton Community Library
102 Church St.
Frankton, IN 46044

Date: December, 4 2013

No. 7547116_

Type of Agreement: Preventive Maintenance. **High Efficiency Express Service Plan.**
Equipment covered under this agreement is listed below and shall be limited to the specific items listed.

- 3 - Goodman 90% Natural Gas Forced Air Furnaces
- 3 - Goodman R-22 Condensing Units

TOTAL COST: One Thousand Eighty Five Dollars and 00/100 (\$1,085.00)
Filters INCLUDED and Parts EXCLUDED.

LMC Service Solutions shall schedule:

- 1 - Full Service Preventive Maintenance Heating w/ Filter Change
- 1 - Full Service Preventive Maintenance Cooling w/ Filter Change
- 2 - Mid-Season Filter Change w/ Visual Inspection

We agree to provide you with a qualified and trained service technician to inspect and service your HVAC equipment. The inspection and maintenance will be performed per the above stated schedule. These inspections will be performed only during normal working hours, Monday thru Friday, holidays excepted. This Agreement DOES NOT INCLUDE the cost of emergency service. It DOES provide priority status if emergency service is ever required. **Please read the reverse side of this agreement before signing.**

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Payment: Quarterly Date: 12/04/2013

Submitted by: Dylan King Title: Service Manager
LMC SERVICE SOLUTIONS

Accepted by: _____ Title: _____

For: _____ Date: _____

- **Down Time/Lack of Productivity**-Equipment failures are one of the biggest headaches facility managers have to deal with. When a system goes down, productivity also goes down. That down time costs your company big money. An old cliché of "out of sight, out of mind" is most often a reason for neglected systems and equipment failure. A PM program allows for the equipment to be checked on a regular basis and small problems can be caught and fixed prior to it becoming a huge problem. Systems that are simply taken for granted will eventually fail

If one of your systems goes down, how long before it starts costing big money through lost productivity? An hour? 4 hours? A day? Only you can answer that question but I imagine it doesn't take very long at all.

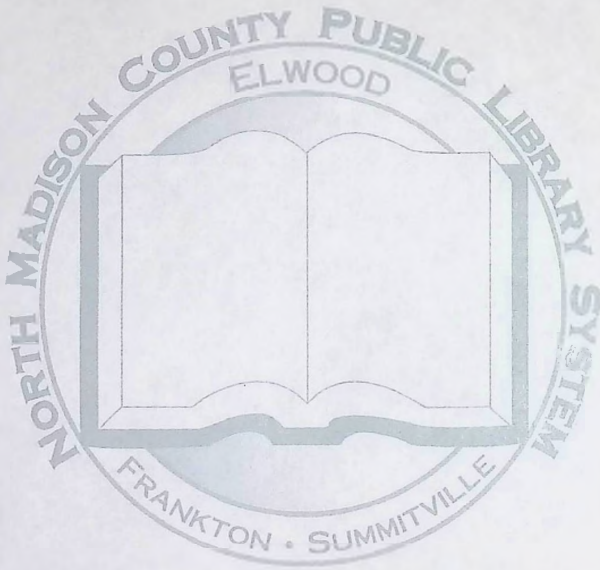
- **Coil Cleaning**-One of the biggest areas of concern on an HVAC system is dirty coils. The evaporator coil is part of your heat transfer system and if the coil is clean the unit operates more effectively and efficiently. With that being said, a dirty coil will cause the unit to run longer and be much less efficient. The dirt "blocks" or reduces the surface area of the coil, which in turn makes the compressor run longer and work harder. The less heat it transfers the more heat stays inside of the condenser, which causes pressures to go up inside the unit.

Dirty coils are the cause for up to 80% of all compressor failures in HVAC equipment. The compressor is basically the heart of the system. It is a sealed component and thus is not serviceable. Replacement is the only way to "fix" this problem.

These are just a few examples of why a preventive maintenance program saves you money. Preventive maintenance offers you increased benefits through greater comfort levels for employees and better productivity by reducing down time. It also prolongs the life of the equipment, which in turn saves you from premature equipment replacement. No one ever plans to fail, they just fail to plan.

North Madison County Public Library System

Technology Plan July 2014-June 2017



Draft of the plan started in Oct 2013
Adopted by the
North Madison County Public Library System
Library Board of Trustees on Dec 9, 2013

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Mission Statement

To provide information sources and services at the user's point of need.

Background information

The North Madison County Public Library System (NMCPLS) is comprised 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 branch libraries – Frankton Community Library and the Ralph E. Hazelbaker Library in Summitville.

NMCPLS faces some challenging circumstances. As much as 18 miles separate the three facilities. The system serves residents in five townships, which include three school systems. One of the three school systems (Madison-Grant United School Corporation) crosses county and library service boundaries. And, although Elwood & Summitville are covered by AT&T telephone service, Frankton is covered by Verizon.

The following paragraphs give a chronological narrative of technology developments for the years from 1997 to 2014. These technology developments were made by following previous technology plans and by keeping our mission and vision statements as the guiding philosophy.

The CD-ROM driven cataloging and circulation system, Bibliofile, was established with the opening of the totally new Elwood facility in 1997. Through grants, gifts and the operating budget, NMCPLS started to obtain staff and public access computers that had word processing, educational games and other software programs. Installation of Bibliofile was completed at the branch libraries in early 1998. In August 1999, a full time Information Technology Manager was added to the existing staff to support technology development. Due to Y2K compatibility issues in June 1999, Bibliofile, software that uses MS-DOS as an operating system, was replaced with Library.Solution Version 1.4. Library.Solution is an integrated and Y2K compatible library automation system that uses a Windows environment. Existing computers used for the Bibliofile program were upgraded and/or replaced to accommodate requirements of the new Library.Solution software. Beginning in June 1999, the catalog was available to the public at home through a dial-up program called DialCat. During the year of 1999, with the assistance of an LSTA grant, all staff and public access computers that were not Y2K compliant were upgraded or replaced.

In March 2000 NMCPLS began offering free introductory computer classes to the public. These classes are held at each facility on a rotating basis. In May 2000 NMCPLS became a member of the Northern Indiana Computer Consortium for Libraries (NICCL). NICCL is a group of libraries that have joined together to have an agreement with one computer service provider. From May 2000 to May 2004 IDS (Integrated Data Solutions), formerly known as Xcel, was the computer service provider for NICCL.

In December 2000, through funding from the Indiana State Library and a program through the Universal Service Administrative Company's Schools and Libraries (USAC) called E-rate, the Elwood Public Library installed a T-1 line. In January 2001, NMCPLS started to

pursue E-rate funding through the Intelnet Commission for 56K tail circuits to the branch libraries. Both branch libraries access the Library.Solution Server at Elwood through phone lines and 56K modems. The addition of two 56K tail circuits to each of our branch libraries was finally completed in March 2002. Shortly after the installation of the tail circuits, it was discovered that our current software solution firewall (Cyberwall Plus), located at Elwood, could not handle the added computer traffic from the branch libraries. At the suggestion from IDS, Integrated Data Solutions, NMCPLS purchased a Cisco Pix Firewall hardware solution, to be placed at Elwood.

Also in December 2000, NMCPLS applied for the Bill & Melinda Gates Foundation State Partnership Program and in February 2001 received notification that Elwood and Frankton were eligible and that NMCPLS could appeal the non-eligibility for Hazelbaker Library. By June 2001, NMCPLS received notification that Hazelbaker Library would be eligible. Through the State Partnership Program, Madison County Community Foundation Grant and NMCPLS's operating budget, NMCPLS added a total of eight new Gateway computers and replaced five of the existing public access computers. This was a total of thirteen new Gateway computers available for public access computing. NMCPLS also received a content server from the State Partnership Program, which was used as a web server to allow access to our Online Public Access Catalog at www.elwood.lib.in.us.

In May 2001, NMCPLS received an LSTA Grant for digitizing cemetery records. The plan for those cemetery records is to incorporate them into an online database. This will allow genealogists to look up actual obituaries and also cemetery records for their ancestors.

In March 2002, NMCPLS received an LSTA Grant to digitize our collection of historical photographs, along with obituaries from our local newspapers and place them in a database, Community Heritage Online (CHO). In December 2003, the library purchased a microfilm scanner using donated and memorial funds. This scanner allowed our staff and volunteers to transfer the obituaries directly from the microfilm to a computer. We digitized over 3,000 full text obituaries from the Elwood Call Leader dating from 1900 to 1920 and entered them in the Community Heritage Online database. The web address for CHO is historical.elwood.lib.in.us.

In March 2002, the Library Board of Trustees decided that it was in the best interest for NMCPLS to purchase filtering software and to begin filtering every Internet accessible computer (staff and public) in the system. In April 2002 Websense, an Internet filtering software, was purchased and installed.

In January 2003, NMCPLS started to pursue USAC funding through the Intelnet Commission for T-1 lines to the branch libraries. The 56K tail circuits were not able to meet the demand of Library.Solution and the Internet traffic coming from the branch libraries. In August 2003, T-1 lines to the branch libraries were installed and are working efficiently.

In May 2004, NICCL terminated the contract with IDS as the group's computer service provider. In September 2004 NICCL accepted the bid from Chester Technologies to become the group's new computer service provider for the next three years. NMCPLS signed new contracts

with NICCL in September to accept Chester Technologies as the new provider and to continue to be an active member of the group.

An increase in the demand for public computer use influenced NMCPLS to begin limiting the patron's time on the computer in May of 2005. A freeware timer called Library Geek was installed to limit the patron's computer usage to one hour per day. A part time IT Assistant was also hired in May to help with redevelopment of the webpage, as well as to oversee the computer sign-in.

Evaluation and overhauling of the library's website began in June of 2005 and was completed in September of 2005. The overhaul included the addition of many static pages and a complete transformation of the layout and color scheme, among other improvements.

Early in 2005 NMCPLS applied for and received an LSTA Grant for Wireless Internet to assist in the purchase of wireless equipment. The grant money was awarded to the library. In September of 2005, Chester Technologies completed the installation of two wireless Internet access points and Airlok wireless security solution at the Elwood Public Library. The Gates Foundation Staying Connected Grant was also awarded at this time assisting the library in the purchase of six wireless laptops. These laptops are for staff use when taking online courses, as well as for patrons attending the computer classes offered at the library.

Beginning in October of 2005, NMCPLS joined the Indiana Public Library Internet Consortium. Being a member of this consortium allows us the opportunity to receive the State Technology Fund Grant which, if received, will pay the non E-rate portion of the main T-1 line at Elwood and each of the T-1 tail circuits to the branch libraries. As a member of this consortium we receive assistance in filing E-rate forms. When filing for E-rate certain guidelines must be followed, which include filtering all computers under CIPA requirements and placing the portion of the bandwidth costs that are not covered by E-rate in the library's budget. This means that in the Telephone and Telegraph line item of the Operating budget the amount for one T-1 lines and two T-1 tail circuits will be added yearly. Being a member of this consortium is a huge benefit for the library, patrons, and taxpayers.

In January of 2006, the IT staff began installing and configuring the CybraryN time and print management solution at the Elwood Public Library. By March of 2007 CybraryN was implemented at both branch libraries. This software allows patrons to log into the computer using their library barcode and print documents more independently. This software has eliminated the need for staff intervention, allowing the staff to focus time on other aspects of their work.

NMCPLS broke ground for the new Frankton Community Library building in May of 2006. The grand opening was held in January of 2007. With the completion of the new library came the addition of 15 total staff and public computers. With help from the George and Frances Ball Foundation, the library was able to purchase equipment for wireless Internet access, as well as laptops to be used for computer classes. Chester Technologies was contracted to help configure the switches and access point to be joined with Elwood's existing wireless network.

As of September 2007, the IT staff will have established two new computer classes, Digital Photography and Computer Care and Maintenance, to meet the increasing needs of the library patrons.

Due to an increased demand for bandwidth, an additional T-1 line was added at the Elwood Public Library in 2008. The Elwood Public Library now has two T-1 lines supplying Internet access to all three facilities. The branches have one T-1 tail circuit.

During the year of 2008, due to loss in funds and not receiving property tax draw in a timely manner, the technology hardware budget as well as other line items in the operating budget was used for emergency purposes only.

In January 2009, NMCPLS applied for and received an LSTA Grant for the acquisition of wireless access for the Ralph E. Hazelbaker Library. The grant funds were awarded to the library to install wireless access and to purchase laptop computers. In July of 2009, Chester Technologies completed the installation of one wireless Internet access point and ENA configured the router at the library to use Airlok which is a wireless security solution located at the Elwood Public Library. The cost of the installation was less than quoted; therefore, four instead of three laptops were purchased along with licenses for Microsoft Office, Symantec Endpoint and Cornerstone. To finalize the 10% local cash match requirement in June 2010, a multimedia cart was purchased to house the laptops.

At the beginning of 2010, using encumbered funds from the 2009 technology budget, a new domain controller was added to the network. The installation of the server was performed by Chester Technologies. It was decided during installation the old domain controller would continue to run as a backup domain controller and continue to house the Microsoft Exchange Server 2003 which is the software that manages our e-mail accounts. It was also decided to wait to upgrade to Microsoft Exchange Server 2010.

During the installation process of the new domain controller, it was discovered by Chester Technologies that our network needed some changes to permit efficient management of group policies, windows update, anti-virus updates, etc. With the help of Chester Technologies, we are placing domain controllers at each of the branch libraries and implementing mandatory profiles at all three facilities. August 2010 Chester Technologies implemented mandatory profiles at the Elwood Public Library. By December 2010 domain controllers were installed at the branch libraries with mandatory profiles employed.

For a school project the Information Technology Manager, Rebecca Johnson, worked from January to May of 2010 to completely redesign our website. The new website was launched on May 13, 2010 with the assistance of Chester Technologies. The new website offers features on the home, adult, teen and children pages that are changed monthly to inform and encourage patrons to return for new information. During the installation of new the website, the public IP address to the library's online catalog was overwritten. ENA assisted Chester Technologies in correcting the issue. The old link to the online catalog, www.elwood.lib.in.us/default.htm was changed to pac.elwood.lib.in.us.

July 1, 2010, an additional T-1 line was added at the Elwood Public Library due to the current T-1 lines continually maxing out during high Internet use at all three facilities. With this additional line, Elwood now has three T-1 lines that support Internet access to all three facilities and one T-1 tail circuit going to each of the branch libraries.

August 2010, Cassie, a new timer and print management software was purchased and installed at the Elwood Public Library. The plan is to completely replace the CybraryN software at the branch libraries by the end of 2010. The CybraryN software was replaced due to continual compatibility issues that could not be resolved and inferior technical support.

2010-2011, we applied for Priority 2 E-rate funding for the installation of a new patch panel and installation of internal Category 5e cabling at the Elwood Public Library. We were unable to obtain this funding because the program is now only funding schools and libraries that are in districts receiving a 90% discount on services. In lieu of this, we implemented a tiered plan to replace network infrastructure using donated and library funds.

2011, we set up a wireless print server using the Windows 7 operating system along with the Meraki access points to provide printing for users at all of our branch locations.

December 2011, we applied for E-rate funding for the installation of fiber at Elwood and additional T-1 tail circuits to the branches.

February of 2011, we investigated different eBook options and possible vendors. We joined the Indiana Digital Download Center consortium of libraries through Overdrive.

December 2011 to October 2012, we installed surveillance systems at all branches. Eight cameras were installed at each location along with a DVR unit, which is accessible both locally and remotely.

July 2012: ENA installed fiber and additional T-1 Circuits at the branches.

January 2012: Changed to ENA filtering from Websense filtering software in order to repurpose the Websense Server and reduce hardware and software costs.

January 2013: Changed our e-mail services to ENA in order to save the expense of updating Microsoft Exchange server and to remove the old domain controller.

July through October 2013, we began networking infrastructure upgrade. This part of the upgrade included new patch panels, racks, switches, and cabling. Cabling was replaced in the front desk area, computer lab, children's computer area, and IT manager's office.

May of 2012, we installed nine Systemax all-in-one PC's at the Frankton branch.

September of 2012, we hired John Wooton at Inspire technologies to move and redesign historical database and accompanying web site to a newer server.

January 2012, we replaced Websense filtering server with ENA online filtering service with potential to upgrade to next level with reporting features.

In 2011, we re-evaluated the Centrex contract with AT&T/SBC at Elwood. This contract requires that we pay for a minimum of 11 phone lines. The contract ended in June of 2011. We signed a new contract with AT&T until June of 2014.

July of 2013, we installed ten Lenovo all-in-one PC's at Summitville branch in.

2013, we decided to digitize years of the Elwood Call Leader unaffected by copyright law first. The library board voted to use The Advantage Companies to perform the digitization. Due to severe degradation of the microfilm, we will have ProQuest reprint the microfilm rolls to be digitized.

Oct 2013, we configured Library.Solution software to send out friendly notices via e-mail.

2011 to 2013 we went to Bluesocket wireless controller as a replacement for Airlock for wireless security. We then changed to Meraki cloud based access points as a replacement for the Bluesocket.

2012, we researched the cost and capabilities of RFID for library material security and self-checkout. We found RFID and self-checkout stations to be cost prohibitive.

2012 to 2013, we installed Peanut Butter PC and Deep Freeze software on the children's computers and discontinued the use of CD based games in favor of internet and hard drive based games.

The following technology plan begins on July 1, 2014 and continues until June 30, 2017.

Technology Goals and Objectives

Library Services and Equipment

Promote the mission of NMCPLS through the strategic use of technology

- Ongoing: Ensure continued patron and staff access to the website and catalog online at www.elwood.lib.in.us.
- 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/>.
- 2014: Purchase new vesicular microfilm of the Elwood Call Leader up to 1923 and then digitize it.
- 2014: Contact the publisher of the Elwood Call Leader to get permission to continue digitizing past 1923.

- Once a year in May: Evaluate the bandwidth usage for all facilities.
- 2014: Investigate and implement solution for re-appropriating computer lab for youth services.
- 2014-2015: Investigate purchasing new furniture for adult area.
- 2014-2015: If feasible budget for new furniture for adult area.
- 2014-2015: Investigate purchasing new laptops.
- 2014-2015: If feasible purchase new laptops.
- 2014: Continue working with John Wooton to upgrade and implement historical website and database.
- 2014-2015: Remove backup domain controller after historical database/website upgrade.
- 2014-2015: Upgrade website to new HTML5 standards.
- 2015-2017: Investigate digitization of historical Frankton newspapers.
- 2015-2016: Investigate digitization of the Summitville Sun.
- 2016-2017: Investigate possible collaboration with the Fairmount Public Library to digitize the News-Sun using current vendor digitizing Elwood Call Leader.
- 2016-2017: Evaluate the need to install fiber optics lines at branch locations.
- 2017: If necessary install fiber optic lines at branch locations.

Maintain and upgrade as necessary all technology equipment and software in accordance with the needs of patrons and staff, the Equipment Replacement Schedule (See page 14), and any requirement whether local, state or federal law to ensure continued eligibility for discount and grants.

- Ongoing: Use the Equipment Replacement Schedule to ensure that computers are being replaced every 4 years.
- Ongoing: Automate all processes, which do not require the attention of skilled library personal, whenever feasible.
- Ongoing: Evaluate once a year in May all library owned routers and switches for potential replacement.
- Ongoing: Upgrade Library. Solution software once a year.
- Ongoing: Continue to meet all of the requirements necessary to maintain membership in the Indiana Public Library Internet Consortium.
- Ongoing: Continue to update the Cassie software to be compliant with our hardware and user needs.
- 2014: Implement ENA Prime Filtering solution for reporting features.
- 2014: Investigate moving to a cloud based backup.
- 2015: Investigate moving website to ENA hosting in order to increase reliability and accessibility.
- 2014-2017: Continue network upgrade at all three facilities.
- 2014: Investigate and implement voice over IP solution if feasible.
- 2016-2017: Prepare 2017 budget to support upgrading and improving the surveillance systems at all branches.

Evaluations for library services and equipment will be either based on actual statistics that are incorporated into the software or surveys that are administered at each facility. An evaluation of all the goals will be performed at the beginning of May every year. These evaluations will incorporate input from library staff, Director, and Library Board of Trustees. Appropriate changes to the technology plan will be taken at that time.

Professional Development Strategy

Educate library staff and library users in the use of information technology.

- Ongoing: Continue offering introductory computer classes to the public.
- Ongoing: All staff members will participate in at least one workshop or webinar of general computer training offered by WebJunction, Midwest Collaborative for Library Services, Indiana Library Federation, the Indiana State Library, or other approved source.
- Ongoing: All certified staff needing TLEUs are required to gain at least 2 TLEUs per year to meet the required 10 TLEUs every five years.
- Ongoing: Continue to evaluate introductory computer classes for the public and change as necessary.
- Ongoing: IT manager will work with managers to schedule staff for training on new technologies/updates and for refresher courses.

Evaluations for Training will be either based on actual statistics, or surveys that are administered at each facility. An evaluation of all the goals will be performed at the beginning of May every year. These evaluations will incorporate input from staff and students of computer classes. Appropriate changes to the technology plan will be taken at that time.

Budget

- Ongoing: Continue to support through NMCPLS's operating budget and grants, digitizing of the Elwood Call-Leader and the News-Sun to be placed in historical database.
- Ongoing: Follow the equipment replacement schedule as closely as possible.
- Ongoing: Continue to support ENA filtering solution.
- Ongoing: Continue to support ENA e-mail solution.
- Ongoing: Continue to apply for state, federal, and private technology grants to meet the library's changing needs.
- Once a year in May, evaluate the Equipment Replacement Schedule and technology equipment budget as old desktop computers are replaced with new ones. The technology equipment budget should be able to support server replacement, routers/switches replacement and other technology hardware.

An evaluation of all the goals will be performed at the beginning of May every year. These evaluations will incorporate input from the IT staff, Library Director and Library Board of Trustees. Appropriate changes to the technology plan will be taken at that time.

Yearly Technology Budget

Funds from the Operating Budget	
Telephone and Telegraph - non-E-rate portion of T-1 lines	\$22,200
Technology Equipment	\$22,000
Furniture/Equipment	\$8,000
Technology Software - Trend	
Micro, Symantec Back-up Exec, Cassie Support, Firewall Subscription and misc. computer software.	\$8,000
Professional Development	\$1,000
Salary for IT Manager	\$33,000
Professional Services (IT Support)	\$8,000
Automation	
Library. Solution Support	\$8,308
ITS MARC	\$1,995
AV Access on ITS MARC	\$1,195
Enhanced PAC	\$1,057
SIP - Works with Cassie	\$799
Total	\$115,554

Inventory

All public access and staff computers have a variety of software installed on them, such as Office 2010 Professional (Word, Excel, PowerPoint, and Publisher), genealogy software and several educational games for kids.

Elwood Public Library (56 total computers)

31 Public Access Computers

28 Internet Accessible

- 15 HP Desktops w/ Windows 7
- 6 Dell Desktops w/Windows 7
- 4 HP Desktops w/Windows XP
- 3 HP Laptops w/Windows 7

3 Non-Internet Accessible

- 3 Dell Desktops w/ Windows XP

18 Staff

3 Circulation

- 3 Dell Desktops w/ Windows 7

3 Cataloging

- 3 Dell Desktops w/ Windows 7

6 Administrative

- 2 HP Laptop w/ Windows 7
- 1 AVC Desktop w/ Windows 7
- 1 HP Desktop w/ Windows 7
- 2 Lenovo Desktops w/Windows 7

6 Other

- 1 Systemax Desktop w/Windows 7
- 1 HP Desktop w/Windows 7
- 3 Dell Desktops w/Windows XP
- 1 Gateway Desktop w/Windows XP

3 Training

- 2 Toshiba Laptops w/ Windows 7
- 1 Toshiba Laptop w/Windows 8

4 Servers

1 Data Server

- 1 Dell Windows Server 2003

1 Backup Domain Controller

- 1 HP Windows Server 2003

1 Domain Controller

- 1 HP Windows Server 2008

1 Wireless Print Server

- 1 Dell Windows 7

Frankton Community Library (21 total computers)

13 Public Access Computers

11 Internet Accessible

- 8 Systemax Desktops w/ Windows 7
- 2 HP Desktops w/Windows XP
- 1 HP Laptop w/Windows XP

2 Non-Internet Accessible

- 2 Dell Desktops w/ Windows XP

3 Staff

2 Circulation

- 2 Dell Desktops w/ Windows 7

1 Administrative

- 1 Systemax Desktop w/ Windows 7

4 Training

- 4 HP Laptops w/ Windows XP

1 Server

1 Backup Domain Controller

- 1 HP Windows Server 2008

Ralph E. Hazelbaker Library (22 total computers)

14 Public Access Computers

13 Internet Accessible

- 10 Lenovo Desktops w/ Windows 7
- 2 HP Desktops w/Windows XP
- 1 HP Laptop w/Windows XP

1 Non-Internet Accessible

- 1 Dell Desktop w/ Windows XP

4 Staff

2 Circulation

- 2 Dell Desktops w/ Windows 7

1 Administrative

- 1 Lenovo Desktop w/ Windows 7

1 Other

- 1 Dell Desktop w/ Windows XP

3 Training

- 3 HP Laptops w/ Windows XP

1 Server

1 Backup Domain Controller

- 1 Systemax Windows Server 2008

North Madison Co. Public Library System (99 total computers)

Equipment Replacement Schedule

The North Madison County Public Library System replaces computers after their fourth year of service. Computers to be replaced are chosen according to date of purchase. The oldest date of purchase from each category is replaced first. The technology equipment budget should be able to support server replacement, routers/switches replacement, and other technology. Servers will be replaced when they are four years old.

Replaced computers will be placed in a Friends of Library computer sale. Some computers may be saved to use for replacement parts.

TRANSMISSION VERIFICATION REPORT

TIME : 12/05/2013 07:23
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 12/05 07:23
FAX NO./NAME 2
DURATION 00:00:00
PAGE(S) 00
RESULT BUSY
MODE STANDARD

BUSY: BUSY/NO RESPONSE

Agenda

December 9, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
 - 1. Employee Raises/Director and Administrative Assistant
- New Business
 - 1. Transfer of Appropriations Resolution
 - 2. Personnel Changes/Additions
 - 3. HVAC Service Agreement with LMC
 - 4. Technology Plan
 - 5. AdTec. Inc.- E-rate Services

TRANSMISSION VERIFICATION REPORT

TIME : 12/05/2013 07:21
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 12/05 07:21
FAX NO./NAME FRANKTON
DURATION 00:00:14
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

December 9, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
 - 1. Employee Raises/Director and Administrative Assistant
- New Business
 - 1. Transfer of Appropriations Resolution
 - 2. Personnel Changes/Additions
 - 3. HVAC Service Agreement with LMC
 - 4. Technology Plan
 - 5. AdTec. Inc.- E-rate Services

TRANSMISSION VERIFICATION REPORT

TIME : 12/05/2013 07:20
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 12/05 07:20
FAX NO./NAME HERALD
DURATION 00:00:19
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

December 9, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
 - 1. Employee Raises/Director and Administrative Assistant
- New Business
 - 1. Transfer of Appropriations Resolution
 - 2. Personnel Changes/Additions
 - 3. HVAC Service Agreement with LMC
 - 4. Technology Plan
 - 5. AdTec, Inc. - E-rate Services

TRANSMISSION VERIFICATION REPORT

TIME : 12/05/2013 07:18
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 12/05 07:18
FAX NO./NAME CALL LEADER
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

12/05 07:18
CALL LEADER
00:00:15
01
OK
STANDARD
ECM

*Please publish on
Friday or Saturday
and again on Monday

Thank you*

Agenda

December 9, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
- New Business
 - 1. Employee Raises/Director and Administrative Assistant
- New Business
 - 1. Transfer of Appropriations Resolution
 - 2. Personnel Changes/Additions
 - 3. HVAC Service Agreement with LMC
 - 4. Technology Plan
 - 5. AdTec, Inc. - E-rate Services

Agenda

January 14, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

1. Long Range Plan Update

New Business

1. February and April's Board Meetings
2. Strategic Planning Consultant
3. HVAC - Variable Frequency Drive Control
4. Meetings at the Branches

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting
January 14, 2013
5:00pm

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on January 14, 2013 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Kevin Sipe, Mike Robertson, Wayne Davidson, Bette Dalzell, Beverly Austin and Dan Prieshoff. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

MINUTES

Kevin Sipe made a motion to approve the minutes from the December 10, 2012 regular meeting. Wayne Davidson made a second and the motion carried.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Treasurer Dan Prieshoff signed checks.

OLD BUSINESS

Long Range Plan Update

Martha Catt, Planning Consultant from Zionsville, has been given several recommendations as an excellent candidate to hire. After talking with Martha, she recommended revamping our current long range plan to meet standards. She advised that it would not be possible to have a new strategic plan ready in four months and meet the April deadline.

NEW BUSINESS

February and April's Board Meetings

Director asked permission to change the regular February 11th meeting to February 4th, 2013. Mike Robertson made a motion to allow this change. Bette Dalzell made a second and the motion carried.

Strategic Planning Consultant

Recommendations for a strategic planning consultant include Martha Catt, Zionsville; Rose Frost, New Albany Public Library; Sharon & David Wiseman, Palatine Illinois and Dr. Nelson, former Anderson Public Library Board member, who has now moved out of state. Martha Catt was recommended most often by other library directors. Her rates are \$75 per hour plus traveling expenses. Beverly Austin made a motion to hire Martha Catt as a consultant to help with the long range plan. Wayne made a second and the motion carried. It was asked if \$75 per hour is a competitive rate. It was explained that school consultants usually charge twice that amount.

HVAC – Variable Frequency Drive Control

LMC has advised that the variable frequency drive is not communicating with the control system which causes the air handler to work at 80% when it should be working at 20%. LMC has suggested installing a pressure transducer in the duct work which would bypass the variable frequency drive which in turn would adjust the air handler properly. The Director would like to have Johnson Control come and diagnose for problems rather than adding an additional piece of equipment. LMC has advised that Johnson Control would charge \$450 for an engineer to come and any programming needed would be an additional charge. Kevin Sipe made a motion to have Johnson Control come and evaluate the problem. Wayne Davidson made a second and the motion carried.

Meetings at the Branches

Bette Dalzell made a motion to hold regular meetings at Frankton in March and June and hold regular meetings at Summitville in April and November. Wayne Davidson made a second and the motion carried.

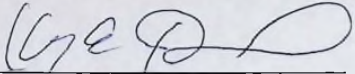
DIRECTOR'S REPORT

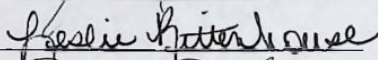
All three branches were closed on December 26, 2012 due to blizzard predictions and weather conditions. Board members are encouraged to contact their state representatives and senators about Senate Bill 128 which is trying to resurrect the possibility of county wide library service. It is time to decommission the domain controller. During this time we will be upgrading and migrating the historical database to a new domain controller and switching to ENA mail. At the last board meeting it was discussed and approved to purchase Collection HQ. After discussion with the product developer from TLC and him advising that they would develop similar reports, it was decided to hold off on the purchase of Collection HQ at least for a year and see how things develop. Cinda Horine is retiring; her last day will be January 25. She has worked for the library system for twenty five years and does not want a retirement party. She would like to have everyone get together, staff and board members, and go out to eat when she returns from Florida. The library is taking applications for a part-time clerk in adult services. Frankton and Summitville began their new hours on January 2, 2013. West Electric fixed the exterior lights at Elwood. Due to the high cost of renting a lift, West Electric has been instructed to replace the top two rows of interior lights on each side of the ceiling at Frankton. West Electric suggested the library retrofit to LED lamps in the future. In March 2012 it was approved to install new shelving in the children's area at Frankton, the shelving is now installed. The new shelving in the youth service department at Elwood still has some issues. A representative from Lee Company is to come and address those issues. New handles and cores were installed at Elwood on January 7 by Marshall Best Security. The keys cannot be copied. There is a key that will only open the north entrance and the meeting room. This will enable people being able to use the meeting room after hours. A discussion was held as to how patrons should sign out and bring back the key; a fee for a lost key and a time limit as to when the key needs to be returned. A quote has been received from Ram Jack to install steel rods through the floor until they hit solid ground, then they would flare out on the end. This is what they suggested for the floor at Summitville which is moving away from the walls and making the floor uneven. The

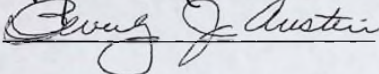
quote was in the amount of \$13,095. At the present time, there are not sufficient funds in the Rainy Day budget to do this work. If an additional appropriation is needed it will have to go through the Madison County Council. Additional quotes will be sought from competitors. New locked DVD cases are now being used at Summitville. Keith Baldwin has revamped the cabinetry to accommodate these new cases. He will also be installing a book drop in the circulation desk. Work is still progressing on the personnel policy.

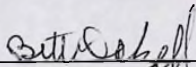
Public comment was sought, none was forthcoming.

Kevin Sipe made a motion to adjourn, Wayne Davidson made a second and the meeting was adjourned.









Bette Dalzell, Secretary

Register Of Claims

North Madison County Public Library System

Report Date: From 12/11/12 To 12/31/12

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	734	NORTH MADISON COUNTY PU	Operating Fund	Other	\$12.49	12/11/12	ADJUSTMENT FOR THEFT AT S'VILLE IN MARCH - HAVE RECEIVED CHECKS IN AMOUNT OF \$50.00 AND \$40.00
				Total this claim =	<u>\$12.49</u>		
0	735	NORTH MADISON COUNTY PU	Operating Fund	Interfund Transfers	\$50,000.00	12/13/12	TRANSFER TO RAINY DAY FUND
				Total this claim =	<u>\$50,000.00</u>		
0	736	PAYROLL	Operating Fund	Salary of Director	\$1,954.96	12/19/12	PAYROLL
			Operating Fund	Salary of Assistants	\$15,983.91		
			Operating Fund	Wages of Janitor	\$1,219.20		
				Total this claim =	<u>\$19,158.07</u>		
0	737	EFTPS	Operating Fund	Empl Share FICA&Medicare	\$1,465.58	12/19/12	P/R ENDING 2/15/12
			FICA	Payroll Deductions	\$804.63		
			Federal Taxes Withheld	Payroll Deductions	\$2,024.95		
			Medicare	Payroll Deductions	\$277.78		
				Total this claim =	<u>\$4,572.94</u>		
0	738	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	12/19/12	P/R ENDING 12/15/12
				Total this claim =	<u>\$95.00</u>		
0	740	PUBLIC EMP. RETIREMENT FU	PERF	Payroll Deductions	\$490.17	12/19/12	P/R ENDING 12/15/12
			Operating Fund	Emp Cont PERF	\$1,508.20		
				Total this claim =	<u>\$1,998.37</u>		
0	733	PUBLIC EMP. RETIREMENT FU	Operating Fund	Emp Cont PERF	\$0.01	12/11/12	TO ADJUST VOUCHER # 687
				Total this claim =	<u>\$0.01</u>		
28048	743	AT&T	Operating Fund	Telephone & Telegraph	\$116.84	12/19/12	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$116.84</u>		
28049	744	CHESTER INFORMATION TEC	Operating Fund	Technology Software	\$378.00	12/19/12	SYMANTEC
				Total this claim =	<u>\$378.00</u>		
28050	752	DIANA L. SHEPARD	Operating Fund	Traveling Expense	\$56.80	12/19/12	MILEAGE
				Total this claim =	<u>\$56.80</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>
28051	745	ELWOOD CALL LEADER	Operating Fund	Frankton Per. & Newsp.	\$132.00	12/19/12	ONE YEAR SUBSCRIPTION - FRANKTON
				Total this claim =	<u>\$132.00</u>		
28052	746	GLOBAL GOVT/ED SOLUTION	Operating Fund	Technology Equipment	\$972.91	12/19/12	MERAKI
				Total this claim =	<u>\$972.91</u>		
28053	742	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,414.76	12/19/12	PAYROLL DEDUCTIONS FOR DECEMBER
			County Taxes Withheld	Payroll Deductions	\$638.20		
				Total this claim =	<u>\$2,052.96</u>		
28054	747	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,525.72	12/19/12	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$318.55		
				Total this claim =	<u>\$1,844.27</u>		
28055	739	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	12/19/12	P/R ENDING 12/15/12
				Total this claim =	<u>\$450.00</u>		
28056	741	MEDICAL MUTUAL OF OHIO	Insurance	Payroll Deductions	\$891.55	12/19/12	HEALTH INSURANCE 1/1/13 - 2/1/13
			Operating Fund	Emp Cont Group Ins	\$8,819.86		
				Total this claim =	<u>\$9,711.41</u>		
28057	748	PATRON PROFILES	Operating Fund	Elwood Period. & News.	\$129.00	12/19/12	As per attached invoices.
				Total this claim =	<u>\$129.00</u>		
28058	749	PITNEY BOWES	Operating Fund	Equipment/Rental	\$129.00	12/19/12	POSTAGE METER LEASE
				Total this claim =	<u>\$129.00</u>		
28059	750	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$110.21	12/19/12	COPY COUNT RICOH COPIER ELWOOD
				Total this claim =	<u>\$110.21</u>		
28060	751	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$615.12	12/19/12	SERVICE FOR ELWOOD
				Total this claim =	<u>\$615.12</u>		
28061	753	DAN PRIESHOFF	Operating Fund	Salary of Board Treasurer	\$300.00	12/19/12	BOARD TREASURER
				Total this claim =	<u>\$300.00</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$92,835.40

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, January 10, 2013

Dan Priceoff
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 January, 2013.

<u><i>Elke [Signature]</i></u>	<u><i>Karin [Signature]</i></u>	
<u><i>John Pittman</i></u>	<u><i>Beth [Signature]</i></u>	
<u><i>Michael Robertson</i></u>	<u><i>Seung [Signature]</i></u>	

SIGNATURES OF GOVERNING BOARD

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

Register Of Claims

North Madison County Public Library System

Report Date: From 1/1/13 To 1/14/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	1	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	1/2/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,095.81		
			Operating Fund	Wages of Janitor	\$1,223.30		
			Total this claim =		\$19,332.72		
0	2	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,478.97	1/2/13	P/R ENDING 12/29/12
			Federal Taxes Withheld	Payroll Deductions	\$2,058.85		
			FICA	Payroll Deductions	\$811.96		
			Medicare	Payroll Deductions	\$280.34		
			Total this claim =		\$4,630.12		
0	3	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont INPRS	\$1,274.14	1/2/13	P/R ENDING 12/29/12
			PERF	Payroll Deductions	\$498.75		
			Total this claim =		\$1,772.89		
0	4	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	1/2/13	P/R ENDING 12/29/12
Total this claim =		\$95.00					
28062	6	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$8.35	1/2/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	\$50.38		
			Total this claim =		\$58.73		
28063	7	BANC OF AMERICA LEASING	Operating Fund	Equipment/Rental	\$368.00	1/2/13	KONICA MINOLTA COPIER
			Total this claim =		\$368.00		
28064	8	BARBARA MCADAMS	Operating Fund	Postage & UPS	\$5.50	1/2/13	PETTY CASH REIMBURSEMENT
			Operating Fund	Frankton Programing	\$40.72		
			Total this claim =		\$46.22		
28065	14	BURNETTE - DELLINGER INC.	Operating Fund	Insurance	\$3,090.00	1/2/13	WORKERS COMP
			Total this claim =		\$3,090.00		
28066	9	CARDMEMBER SERVICE	Operating Fund	Frankton Programing	\$239.20	1/2/13	As per attached invoices.
			Total this claim =		\$239.20		
28067	10	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$224.28	1/2/13	SERVICE FOR ELWOOD
			Total this claim =		\$224.28		
28068	15	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$85.00	1/2/13	SNOW REMOVAL - FRANKTON
			Total this claim =		\$85.00		

<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>
28069	16	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$160.00	1/2/13	LAWN CARE - FRANKTON
				Total this claim =	<u>\$160.00</u>		
28070	5	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	1/2/13	P/R ENDING 12/29/12
				Total this claim =	<u>\$450.00</u>		
28071	11	TOWN OF FRANKTON	Operating Fund	Electricity	\$366.49	1/2/13	UTILITIES FOR FRANKTON
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	<u>\$384.49</u>		
28072	12	TOWN OF SUMMITVILLE	Operating Fund	Water	\$10.60	1/2/13	As per attached invoices.
				Total this claim =	<u>\$10.60</u>		
28073	13	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$127.79	1/2/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$127.79</u>		
28074	17	AT&T	Operating Fund	Telephone & Telegraph	\$198.25	1/14/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$198.25</u>		
28075	54	AVC TECHNOLOGY	Operating Fund	Professional Services	\$390.00	1/14/13	QUARTERLY BILLING - ACCOUNTING SOFTWARE
				Total this claim =	<u>\$390.00</u>		
28076	44	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,223.34	1/14/13	As per attached invoices.
			Operating Fund	Elwood Childrens	\$603.63		
			Operating Fund	Elwood YA	\$263.13		
			Operating Fund	Frankton	\$1,554.27		
			Operating Fund	Summitville	\$462.66		
			Operating Fund	Elwood AV	\$153.70		
			Operating Fund	Frankton AV	\$129.18		
			Operating Fund	Summitville AV	\$143.51		
				Total this claim =	<u>\$5,533.42</u>		
28077	18	BOSE, McKINNEY & EVANS LL	Operating Fund	Legal Services	\$320.00	1/14/13	LEGAL SERVICE
				Total this claim =	<u>\$320.00</u>		
28078	19	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$72.86	1/14/13	As per attached invoices.
				Total this claim =	<u>\$72.86</u>		
28079	20	CINTAS CORPORATION G65	Operating Fund	Cleaning & Sanitation Supplies	\$115.26	1/14/13	As per attached invoices.
				Total this claim =	<u>\$115.26</u>		
28080	51	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$110.00	1/14/13	SNOW REMOVAL - FRANKTON
				Total this claim =	<u>\$110.00</u>		

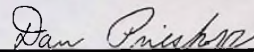
<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
28081	21	ELITE CONSTRUCTION	Operating Fund	Professional Services	\$240.00	1/14/13	SNOW REMOVAL - ELWOOD
				Total this claim =	\$240.00		
28082	52	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$34.65	1/14/13	AD - ELWOOD PT CLERK
				Total this claim =	\$34.65		
28083	22	ELWOOD CALL LEADER	Operating Fund	Elwood Period. & News.	\$116.00	1/14/13	ONE YEAR SUBSCRIPTION - ELWOOD
				Total this claim =	\$116.00		
28084	53	ELWOOD CHAMBER OF COM	Operating Fund	Dues	\$72.60	1/14/13	MEMBERSHIP DUES
				Total this claim =	\$72.60		
28085	23	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,470.75	1/14/13	INTERNET ACCESS
				Total this claim =	\$1,470.75		
28086	24	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$267.16	1/14/13	As per attached invoices.
				Total this claim =	\$267.16		
28087	25	FRONTIER	Operating Fund	Telephone & Telegraph	\$163.19	1/14/13	SERVICE FOR FRANKTON
				Total this claim =	\$163.19		
28088	45	HERALD BULLETIN, THE	Operating Fund	Elwood Period. & News.	\$15.00	1/14/13	ONE YEAR SUBSCRIPTION - MADISON
				Total this claim =	\$15.00		
28089	26	HIGHSMITH CO.,INC.	Operating Fund	Furniture & Equipment	\$273.72	1/14/13	FABRIC DIVIDER PANEL
				Total this claim =	\$273.72		
28090	27	HORTON & SONS OF ELWOOD	Operating Fund	Operating Supplies	\$166.98	1/14/13	As per attached invoices.
				Total this claim =	\$166.98		
28091	28	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$200.00	1/14/13	SNOW REMOVAL - SUMMITVILLE
				Total this claim =	\$200.00		
28092	29	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	\$149.46	1/14/13	AD - PT CLERK - SUMMITVILLE
				Total this claim =	\$149.46		
28093	30	JILL MURRAY	Operating Fund	Operating Supplies	\$8.17	1/14/13	PETTY CASH REIMBURSEMENT
			Operating Fund	Summitville Programing	\$28.28		
				Total this claim =	\$36.45		
28094	31	KMART 9124	Operating Fund	Frankton Programing	\$66.92	1/14/13	FRANKTON PROGRAMMING SUPPLIES
				Total this claim =	\$66.92		
28095	32	LIBRARY JOURNALS, LLC	Operating Fund	Professional Meetings	\$39.00	1/14/13	WEBINAR - TRISHA SHULER
				Total this claim =	\$39.00		

<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>
28096	33	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$465.54	1/14/13	As per attached invoices.
				Total this claim =	<u>\$465.54</u>		
28097	34	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$207.25	1/14/13	HVAC REPAIRS - ELWOOD
				Total this claim =	<u>\$207.25</u>		
28098	35	MARSH SUPERMARKET	Operating Fund	Elwood Adult Programing	\$33.34	1/14/13	As per attached invoices.
			Operating Fund	Summitville Programing	\$27.17		
				Total this claim =	<u>\$60.51</u>		
28099	47	MARSHALL BEST SECURITY C	Rainy Day Fund	Professional Services	\$7,192.25	1/14/13	COMPLETE LOCKING SYSTEM - ELWOOD
				Total this claim =	<u>\$7,192.25</u>		
28100	49	MIDDLEBURY COMMUNITY PU	Operating Fund	Dues	\$50.00	1/14/13	NICCL DUES
				Total this claim =	<u>\$50.00</u>		
28101	50	MIDWEST TAPE	Operating Fund	Frankton AV	\$235.89	1/14/13	As per attached invoices.
			Operating Fund	Elwood AV	\$1,810.14		
			Operating Fund	Summitville AV	\$571.72		
				Total this claim =	<u>\$2,617.75</u>		
28102	48	POSTMASTER	Operating Fund	Postage & UPS	\$90.00	1/14/13	STAMPS FRANKTON - SUMMITVILLE
			Operating Fund	Postage & UPS	\$90.00		
				Total this claim =	<u>\$180.00</u>		
28103	36	PURCHASE POWER	Operating Fund	Postage & UPS	\$419.99	1/14/13	POSTAGE FOR METER
				Total this claim =	<u>\$419.99</u>		
28104	37	QUILL CORPORATION	Operating Fund	Office Supplies	\$427.95	1/14/13	As per attached invoices.
				Total this claim =	<u>\$427.95</u>		
28105	38	RAMSAY BUSINESS PRODUCT	Operating Fund	Office Supplies	\$44.34	1/14/13	COPY COUNT & TONER
			Operating Fund	Office Supplies	\$10.00		
			Operating Fund	Office Supplies	\$112.00		
				Total this claim =	<u>\$166.34</u>		
28106	39	STERLING COMPUTER PROD	Operating Fund	Office Supplies	\$139.04	1/14/13	TONER - PRINTER
				Total this claim =	<u>\$139.04</u>		
28107	46	TEI LANDMARK AUDIO	Operating Fund	Elwood AV	\$1,974.00	1/14/13	ANNUAL CONTRACT - ELWOOD & FRANKTON
			Operating Fund	Frankton AV	\$2,664.00		
				Total this claim =	<u>\$4,638.00</u>		
28108	40	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$75.71	1/14/13	As per attached invoices.
				Total this claim =	<u>\$75.71</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
28109	41	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	1/14/13	LEASE RICOH COPIER
				Total this claim =	\$149.00		
28110	42	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$96.09	1/14/13	SERVICE FOR SUMMITVILLE
				Total this claim =	\$96.09		
28111	43	WARSAW COMMUNITY PUBLI	Operating Fund	Other	\$16.00	1/14/13	LOST BOOK FINE - THE COFFIN QUILT
				Total this claim =	\$16.00		
Total Amount of Claims					\$58,026.13		

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, January 10, 2013

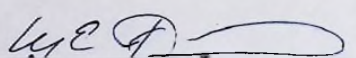

 Fiscal Officer

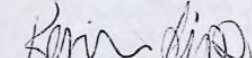
ALLOWANCE OF VOUCHERS

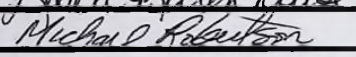
(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

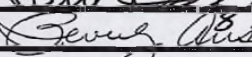
We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this 14 day of January, 2013



 Leslie Britton


 Kevin Dill


 Michael Robertson


 Beverly Austin

SIGNATURES OF GOVERNING BOARD

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

Strategic Planning for Results Proposal for Services and Fee

Date: February 20, 2012

From: Martha Catt Consulting
6761 Wimbledon Drive
Zionsville, IN 46077
317-769-3520 [land]
317-224-4230 [cell] Not always turned on.

Experience: 39 years of experience working in Indiana libraries including:
2 years School Library Media Center, Highland High School, Anderson
8 years Anderson Public Library –
management/reference/technical services
5 years Eastern Indiana Area Library Services Authority – Administrator
2 years Indiana State Library – Library Development Office consultant
20 years Hussey – Mayfield Memorial Public Library – Director
21 mos. – Library Planning and Resource Management consultant
Customers: Mooresville Public Library, Hussey-Mayfield Memorial
Public Library [planning], Indiana State Library [LSTA 5-year
Evaluation]

Recognition: Zionsville Rotary Club – Service Above Self [twice]
Director of ILF Library of the Year – 1994
ILF Lifetime Achievement Award – 2010
Distinguished Hoosier [Indiana Governor – 2010]

Description of Proposed Services:

Sandra Nelson's book, "Strategic Planning for Results" is the model used for assisting a public library director to develop a strategic plan. The book may be purchased from amazon.com.

Sample strategic plans can be seen on the Internet at these locations:

- 1) Mooresville Public Library [2011]
http://www.mooresvillelib.org/images/stories/fruit/Documents/policy/strategic_plan%202011.pdf
- 2) Hussey Mayfield Memorial Public Library [2012]
http://www.zionsville.lib.in.us/hmmpl/page/strategic_plan

References: Diane Huerkamp, Director, Mooresville Public Library, Mooresville, IN
Jake Speer, Director, Hussey Mayfield Memorial Public Library, Zionsville, IN
Jennifer Clifton, LSTA Consultant, Indiana State Library, Indianapolis, IN

In order to communicate the primary tasks that all parties will be responsible for, please see the pages where referenced from Sandra Nelson's book in the lists found below:

The **consultant** will provide these services:

- Assist the director in developing a planning schedule, pages 14-15
- Advise the director on what will go into the community and library information packets, pages 29-30
- Provide a check list of things to do and items that will be needed at each CPC meeting.
- Facilitate each of two meetings of the Community Planning Committee.
- Provide tips on writing the various parts of the Strategic Plan.
- Provide a Power Point presentation about this planning process that can be used with the Library Board and Staff.
- Optional: Meet with the Library Board to discuss the project in advance or meet with the Library Board after the two CPC meetings are held to review the outcome.
- Optional: Review the preliminary draft of the Strategic Plan and make recommendations.

The **public library customer** will do these things:

- Identify the reasons for planning, pages 5-7
- Define planning responsibilities, pages 7-14
- Prepare a planning budget, pages 14-15
- Develop a Communication Plan including a staff orientation, pages 17-21
- The Board needs to consider and approve the process in advance of hiring a consultant, page 22
- Select and invite key community stakeholders to participate on the Community Planning Committee [CPC], pages 22-29
- Prepare and distribute community and library information packets to the CPC, pages 29-30
- Host two meeting sessions with meals for the Community Planning Committee approximately 1 month apart. [VERY IMPORTANT: Be sure that the time allowed for meeting #1 is at least 5 hours and meeting #2 is at least 4.5 hours.]
- The Library Director will make a presentation at meeting #1 about the services offered by the Library, pages 43-45
- Prepare information packets for distribution at each of the two CPC meetings.
- Take notes about information discussed during each meeting and then type these up for a handout for use by CPC and others.
- Present the recommendations of the CPC to the Board and Staff and solicit their input. [VERY IMPORTANT: This is not an optional step.]
- The Library Director will make a presentation at meeting #2 about the reaction of from the Library Board and the Staff to the preliminary selection of service responses.
- Prior to the first meeting of the CPC, the Board and staff will determine if they want to present all of Sandra Nelson's Service Responses to the CPC or if they would like to pare the list down. Make recommendations if you would like to reduce the number of Service Response options.

- Avoid sharing work tools provided by the consultant with anyone outside your own library.

The **consultant and the public library director** will do these things together:

- Prepare a planning schedule, pages 14-15
- Prepare the agenda for each of the two Community Planning Committee meetings pages 35-37 and 56-61.
- Review the outcomes from each of the two CPC meetings.

Sample Fee Calculation

Hourly rate: \$75 plus reimbursement of mileage [IRS federal mileage rate] and lodging expense when applicable.

For example: 15 contact hours with Library Director, Board, Staff and CPC would be billed at \$1,125. If there were three trips made to your library, add the mileage for these trips to this total as well as any lodging expense. Note: I do not drive at night in areas that are more than an hour away from my residence in Zionsville.

The Variable Frequency Drive (VFD) which controls the air handler at Elwood is not communicating properly with the control system or the brains of the HVAC system. The air handler is continually working at 80% when in the winter time it should be only working around 20%; therefore, wasting a significant amount of electricity and resources. LMC's solution is not to find out why there is a breakdown in the communication but to add another piece of equipment that will be able to tell the VFD what the pressure is in the duct work which in turn will adjust the air handler properly.

I questioned this method because I would like to know why there is a breakdown in communication and I do not like the idea of adding something else to the system that will have to be maintained if we can fix what was originally put there to perform this function. I was informed that it would cost \$450 for an engineer to come in and look at our Johnson's Control System and then any necessary programming time would be in addition. Mr. Maidlow, President of LMC, will be getting in contact with someone from Johnson Control to see if they feel it is necessary to come out and take a look at our control system or if they believe we should go with LMC's original plan.

LMC SERVICE SOLUTIONS

SERVICE REPAIR ESTIMATE

800.439.6065 • 765.644.6699 FAX
1023 WEST 38TH STREET
ANDERSON, IN 46013
www.lmc-solutions.net

CUSTOMER: N. Madison County Library

DATE: 01/02/2013

T&M QUOTE

ADDRESS: 1600 Main Street
Elwood, IN 46036

PHONE: 765 552 5001

WE RECOMMEND THE FOLLOWING: Install Pressure Control for Fan Motor

ESTIMATED MATERIALS AND PARTS			
QUANTITY	PART	PRICE	TOTAL
1	P7640A 1018 Pressure Transducer	\$265.50	\$ 265.50
2	Pickup Tubes	\$23.50	\$ 47.00
60	18 ga control wire	\$1.50	\$ 90.00
1	Mounting Hardware	\$24.00	\$ 24.00
1	Transformer and wiring	\$52.50	\$ 52.50
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
	Sales Tax		

OTHER CHARGES			
EPA COMPLIANCE		PERMITS & PARKING	
RIGGING OR CRANE		SECONDARY TECH	
TRAVEL	\$35.00	MISC.	\$15.00

LABOR ESTIMATE	HOURS	RATE	TOTAL
PRIMARY TECH	8	\$85.00	\$ 680.00
SECONDARY TECH			\$ 0.00
NON-SKILLED			\$ 0.00

TOTAL ESTIMATED COST OF REPAIRS: \$1,209.00

Submitted By: JAMES D. MAIDLOW, VICE PRESIDENT

This is an **ESTIMATE ONLY**. All repairs are on a time and material basis only. We have prepared this estimate to give you an idea of what we estimate the costs will be for repairs. Your actual charges may vary depending on the actual amount of labor and materials required to complete the repairs. You may also require other repairs that are not identified at this time. Your charges will be based on the actual labor, materials, and other charges that are provided on your behalf.

We accept this estimate and give permission to proceed with service/repairs. We agree to pay all charges under the normal terms and conditions of LMC Service Solutions.

Signature _____

Date _____

We decline this estimate.
Do not proceed with service/ repairs.

Signature _____

Date _____

Indiana House of Representatives
200 W. Washington Street
Indianapolis, IN 46204-2786
(317) 232-9600
(800) 382-9842

Indiana House of Representatives –NMCPLS Library District

P. Eric Turner – District 32 – Summitville

Staff Contact: Maddie Howe
Phone: 800-382-9841

<http://www.in.gov/h32/>

L. Jack Lutz – District 35 – Elwood and Frankton

Staff Contact: Matt Elliott
Phone: 1-800-382-9841

<http://www.in.gov/h35/>

U. S. Representative Susan Brooks District 5
Phone # - 1-317-848-0201

Washington DC Office
1505 Longworth House Office Building
Washington, DC 20515

Indianapolis Office
8900 Keystone Crossing
Suite 1050
Indianapolis, IN 46240

Indiana General Assembly Look up Service:
<http://district.iga.in.gov/DistrictLookup>

Updated 1/14/2013

Indiana State Senate
200 W. Washington Street
Indianapolis, IN 46204-2785
(317) 232-9400
(800) 382-9467

Indiana Senate – NMCPLS Library District

Senator Doug Eckerty – District 26 – Elwood, Frankton and Summitville

Staff Contact: Maddison Klontz
Phone: 1-800-382-9467

<http://www.in.gov/s26/>

United States Senator Joe Donnelly (D)
Phone # - 1-202-224-4814

Washington DC Office
B33 RUSSELL SENATE OFFICE BUILDING
WASHINGTON DC 20510

United States Senator Daniel Coats (R)
Phone # - 1-317-554-0750 or (202) 224-5623

Washington DC Office
493 RUSSELL SENATE OFFICE BUILDING
WASHINGTON DC 20510

Director's Report

January 2013

- Due to blizzard predictions and weather conditions at the time, I closed all three libraries on December 26th, 2012. We opened with normal business hours on December 27th.
- Please contact your state representatives and senators about Senate Bill 128. I have placed contact information and I have place a copy of the SB 128 on the wiki under today's board meeting information.
- Decommissioning the old domain controller- Upgrading and migrating the historical database to a new domain controller and switching to ENA mail
 - Phase one of the historical database upgrade is complete: <http://historical2.elwood.lib.in.us/Default.aspx> . We like the new changes but have made several change requests to phase one.
 - New ENA mail switch was completed late Friday, January 11th, 2013. Clint is ensuring all staff members can gain access to the new e-mail service and migrating old e-mails to new service.
 - Board members will receive letter introducing new e-mail and instructions on how to access and forward to a desired e-mail account.
- After much discussion with all of the managers and working with a representative from TLC, it was decided not purchase Collection HQ. I worked with Christopher Simpson, TLC Product Developer, to create one report that will assist us in assessing the collection. I am confident after speaking with Christopher that he will work with us to develop additional collection development reports. While this will not be as user friendly or in depth as Collection HQ it is a service we receive free of charge through our Library.Solution subscription.
- Cinda Horine's last day will be January 25th. She has served the library since October 1987 slightly over 25 years. Following her wishes there will not be a retirement party. We are in the process of hiring a part-time clerk to take over the open position at Ralph E. Hazelbaker Library.
- Taking applications for an additional clerk for Elwood Adult Services. Approved at the December 2012 board meeting.
- Frankton and Summitville began new hours on January 2nd, 2013. Both facilities now open at 10 am Monday through Saturday. Approved at the December 2012 board meeting.
- West Electric fixed the exterior lights at Elwood. It is so nice to see the lights on the sign, flagpole and building at night.
- Due to high costs of renting a lift to change lights in the vaulted ceiling at Frankton and the increase in bulbs needing replaced, West Electric was instructed to change all bulbs in the top two rows of lights in an effort to save future costs and to have the knowledge of when those bulbs were replaced.
- New shelving was installed at Frankton in the children's area for non-fiction books. Approved at the March 2012 meeting.

- Problems with the new shelving at Elwood continue to persist. On Monday, January 7th the correct tops were installed to the end of range shelving in youth services. The shelving unit in youth services outside of the computer lab was changed from one unit to two separate units as originally quoted. There are still minor issues with both of these changes. To correct the 9 inch versus 6 inch deep shelves for the DVDs in adult services metal spacers will be arriving at the end of January.
- New handles and cores were installed on Monday, January 7th by Marshall Best Security. There were minor issues with the installation, but refreshingly these issues were quickly resolved. All employees including me received a key(s) and signed the new key agreement. Significant differences between the handles that were installed and the new industrial handles.
- We now have keys to hand out for patrons that use the meeting room after we are closed. This key only opens the north entry door and the meeting room door. We can also allow patrons to use the meeting room on Sunday. I would like to add a change to Elwood's meeting room policy. If the patron needs the key to use the meeting room, the patron will sign the key agreement acknowledging the potential costs if the key is not returned or lost.
- We received a quote from Ram Jack to fix the floor issues at the Hazelbaker Library for \$13,095. I would like to find competitors to Ram Jack and receive additional quotes. We will not be able to support this cost without asking for an additional appropriation which will have to go through the Madison County Council.
- The new DVD cases with locks and the magnets to remove the locks are in place at the Hazelbaker Library. Keith Baldwin has removed the cabinetry that was in front of the DVD shelving to repurpose the unit and close off one end of the circulation desk and add a swinging door. He will also be installing a book drop in the circulation desk. Patrons can now go directly to the shelf to retrieve DVDs.
- Work continues on updating the personnel policy.

AGENDA

BOARD OF FINANCE MEETING January 14, 2013

(Held following regular January Board meeting)

CALL TO ORDER CALL FOR QUORUM BUSINESS

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

ADJOURNMENT

BOARD OF FINANCE MEETING
January 14, 2013
(Held following regular January Board meeting)

CALL TO ORDER

President Leslie Rittenhouse called the annual meeting of the Board of Finance to order on January 14, 2013 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Kevin Sipe, Mike Robertson, Wayne Davidson, Bette Dalzell, Beverly Austin and Dan Prieshoff. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

BUSINESS

Elect President & Secretary of Board of Finance

Kevin Sipe made a motion to elect the current President and Secretary of the North Madison County Public Library to serve as President and Secretary of the Board of Finance. Mike Robertson made a second and the motion carried.

Investment register distributed and reviewed

There were no questions about the investment register.

Motion for depositories

Secretary Bette Dalzell made a motion to accept Star Financial Bank of Elwood, Huntington Bank of Elwood, Community Bank of Summitville, PNC Bank of Frankton and First Farmer's Bank of Elwood as the library's depositories. Kevin Sipe made a second and the motion carried.

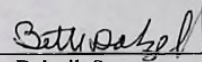
Motion for newspapers as official notification

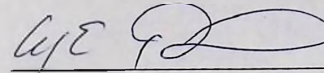
Secretary Bette Dalzell made a motion that NMCPLS will continue to use the Elwood Call Leader and the Herald Bulletin for official notification of meetings and for advertisement of the budget. Mike Robertson made a second and the motion carried.

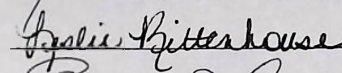
Motion for regular meeting date and time

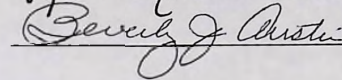
Secretary Bette Dalzell made a motion to hold the regular board meetings on the second Monday of every month at 5:00pm. In addition that at least one meeting per year is held at the Frankton Community Library and one meeting is held at the Ralph E. Hazelbaker Library. Wayne Davidson made a second and the motion carried.

Kevin Sipe made a motion to adjourn, Mike Robertson made a second and the meeting was adjourned.


Bette Dalzell, Secretary







2012 FINANCIAL REPORT

Bank	Beginning Balance	Ending Balance	Type of Account
Star Financial	\$ 622,061.04	\$ 742,484.83	Regular Checking
	Receipts	\$ 1,662,860.37	
	Expenditures	\$ 1,542,436.58	
Star Financial (2)	\$ 62,228.04	\$ 62,259.34	Money Market Checking
	Receipts	\$ 31.30	
First Farmers Bank	\$ 39,262.39	\$ 39,321.18	Personal Investor Checking
	Receipts	\$ 58.79	
PNC Bank	\$ 153,437.99	\$ 153,781.29	Business Now
	Receipts	\$ 343.30	
Petty Cash	\$ 265.00	\$ 265.00	
Total all Banks	\$ 877,254.46	\$ 998,111.64	

Tax Revenue Received in 2012	Operating Fund	Debt Service Fund
Property Tax 1/18/12	\$ 104,581.06	\$ 26,600.94
Previous funds should have been received December 2011		
Property Tax 6/18/12	\$ 345,412.50	\$ 114,117.70
Property Tax 12/17/12	\$ 268,883.43	\$ 88,833.94
Gross Property Tax	\$ 718,876.99	
Less Examination Fees	\$ 640.00	
Net Property Tax	\$ 718,236.99	\$ 229,552.58
County Option Income Tax	\$ 247,162.78	
Financial Institution Tax	\$ 2,955.54	\$ 976.46
License Excise Tax	\$ 80,477.51	\$ 25,232.48
Commercial Vehicle Tax	\$ 5,531.50	\$ 1,827.50
Total Tax Revenue	\$ 1,054,364.32	\$ 257,589.02

Transfers
 \$100,000 from Operating Fund into Rainy Day Fund
 \$10,000 from Operating Fund into Library Improvement Reserve Fund
 Received \$35,000 from the Lucille McKnight Estate

Prepared by Diana Shepard

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	JAN 2012	JAN 2013	Amount of Change	% OF Change	YTD 2012	YTD 2013	Amount of Change	YTD % OF Change
ELWOOD								
ADULT	2,662	2,580	-82	-3%	2,662	2,580	-82	-3%
JUVENILE	1,646	1,548	-98	-6%	1,646	1,548	-98	-6%
Y. A.	308	427	119	39%	308	427	119	39%
PERIOD.	517	412	-105	-20%	517	412	-105	-20%
AUDIO	200	160	-40	-20%	200	160	-40	-20%
VIDEO	4,472	5,315	843	19%	4,472	5,315	843	19%
DIGITAL MEDIA	216	231	15	7%	216	231	15	7%
TOTAL	10,021	10,673	652	7%	10,021	10,673	652	7%

FRANKTON								
ADULT	835	987	152	18%	835	987	152	18%
JUVENILE	551	593	42	8%	551	593	42	8%
Y. A.	178	180	2	1%	178	180	2	1%
PERIOD.	245	278	33	13%	245	278	33	13%
AUDIO	20	42	22	110%	20	42	22	110%
VIDEO	1,365	1,166	-199	-15%	1,365	1,166	-199	-15%
DIGITAL MEDIA	108	115	7	6%	108	115	7	6%
TOTAL	3,302	3,361	59	2%	3,302	3,361	59	2%

HAZELBAKER								
ADULT	597	553	-44	-7%	597	553	-44	-7%
JUVENILE	245	240	-5	-2%	245	240	-5	-2%
Y. A.	68	57	-11	-16%	68	57	-11	-16%
PERIOD.	120	115	-5	-4%	120	115	-5	-4%
AUDIO	4	11	7	175%	4	11	7	175%
VIDEO	962	1,013	51	5%	962	1,013	51	5%
DIGITAL MEDIA	108	115	7	6%	108	115	7	6%
TOTAL	2,104	2,104	0	0%	2,104	2,104	0	0%

SYSTEM								
ADULT	4,094	4,120	26	1%	4,094	4,120	26	1%
JUVENILE	2,442	2,381	-61	-2%	2,442	2,381	-61	-2%
Y. A.	554	664	110	20%	554	664	110	20%
PERIOD.	882	805	-77	-9%	882	805	-77	-9%
AUDIO	224	213	-11	-5%	224	213	-11	-5%
VIDEO	6,799	7,494	695	10%	6,799	7,494	695	10%
DIGITAL MEDIA	432	461	29	7%	432	461	29	7%
TOTAL	15,427	16,138	711	5%	15,427	16,138	711	5%

	ELWOOD	FRANKTON	HAZELBAKER
TRAFFIC	10,352	2,131	1,206
REF.	29	20	7
ASSIST.	1,570	271	217
COMP./WIRE	2182/284	509/20	401/55
PROG. A.	0	4/41	1/17
J.	23/178	0	0

TECH SERVICES PROCESSED 2,526 ITEMS.
 Processed by Trisha Shuler

TRANSMISSION VERIFICATION REPORT

TIME : 01/10/2013 08:53
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 01/10 08:52
FAX NO./NAME HERALD
DURATION 00:00:24
PAGE(S) 02
RESULT OK
MODE STANDARD
ECM

AGENDA

BOARD OF FINANCE MEETING
January 14, 2013
(Held following regular January Board meeting)

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

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

ADJOURNMENT

TRANSMISSION VERIFICATION REPORT

TIME : 01/10/2013 08:52
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 01/10 08:51
FAX NO./NAME FRANKTON
DURATION 00:00:19
PAGE(S) 02
RESULT OK
MODE STANDARD
ECM

AGENDA

BOARD OF FINANCE MEETING
January 14, 2013
(Held following regular January Board meeting)

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

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

ADJOURNMENT

TRANSMISSION VERIFICATION REPORT

TIME : 01/10/2013 08:50
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 01/10 08:50
FAX NO./NAME HERALD
DURATION 00:00:25
PAGE(S) 02
RESULT OK
MODE STANDARD
ECM

AGENDA

BOARD OF FINANCE MEETING

January 14, 2013

(Held following regular January Board meeting)

**CALL TO ORDER
CALL FOR QUORUM
BUSINESS**

- 1. Elect President & Secretary of Board of Finance**
- 2. Investment register distributed & reviewed**
- 3. Motion for depositories**
- 4. Motion for newspapers as official notification**
- 5. Motion for regular meeting date and time**

ADJOURNMENT

TRANSMISSION VERIFICATION REPORT

TIME : 01/10/2013 08:45
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 01/10 08:45
FAX NO./NAME CALL LEADER
DURATION 00:00:19
PAGE(S) 02
RESULT OK
MODE STANDARD
ECM

AGENDA

BOARD OF FINANCE MEETING

January 14, 2013

(Held following regular January Board meeting)

**CALL TO ORDER
CALL FOR QUORUM
BUSINESS**

- 1. Elect President & Secretary of Board of Finance**
- 2. Investment register distributed & reviewed**
- 3. Motion for depositories**
- 4. Motion for newspapers as official notification**
- 5. Motion for regular meeting date and time**

ADJOURNMENT

TRANSMISSION VERIFICATION REPORT

TIME : 01/10/2013 08:53
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BRDF2V374540

DATE, TIME
FAX NO./NAME
DURATION
PAGE(S)
RESULT
MODE

01/10 08:53
SUMMITVILLE
00:00:18
02
OK
STANDARD
ECM

AGENDA

BOARD OF FINANCE MEETING

January 14, 2013

(Held following regular January Board meeting)

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

- 1. Elect President & Secretary of Board of Finance**
- 2. Investment register distributed & reviewed**
- 3. Motion for depositories**
- 4. Motion for newspapers as official notification**
- 5. Motion for regular meeting date and time**

ADJOURNMENT

Agenda

February 04, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

New Business

1. Non-Resident Fee

2. Indiana Public Library Annual Report 2012

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
February 4, 2013

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on February 4, 2013 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Bette Dalzell, Beverly Austin and Wayne Davidson. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

MINUTES

Beverly Austin made a motion to approve the minutes from the January 14, 2013 regular meeting and the January 14, 2013 Board of Finance meeting. Wayne Davidson made a second and the motion carried.

CLAIMS REGISTER & CHECKS

The members signed the claims register and Assistant Treasurer Wayne Davidson signed checks.

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Non-Resident Fee

A resolution to establish the non-resident fee at \$60 per year was read by Secretary Bette Dalzell. She moved to approve the resolution; Beverly Austin made a second, and the motion carried.

Indiana Public Library Annual Report 2012

The library is a class B library with a population of 19,500. The library meets the basic service level standards. Collection development is at 13.5%, statewide delivery service is at a basic service level with two deliveries a week. Basic service levels are met for age based population for children, young adults and adults. Library sponsored programming was met in the exceptional standard level with 463 programs for the year. Technology is in the exceptional standard level with 91 computers in the system and all other standards met. The long range plan is being updated and the technology plan has been approved until June 2014.

NMCPLS Meeting Room Policy was added to the agenda.

The following additions were recommended: Add: signing a key agreement assuming a \$25.00 fee or replacement costs for a lost key. Remove: Leaving the key in the book

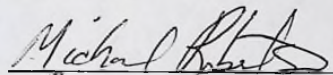
drop upon vacating the facility and add: returning the key to library management within 24 hours after meeting room use. Beverly Austin made a motion to approve the changes, Wayne Davidson made a second and the motion carried.

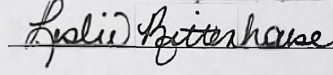
DIRECTOR'S REPORT

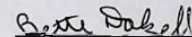
A representative from Johnson Control and Jim Maidlow from LMC were at the Elwood facility to evaluate the HVAC system. Johnson Control was consulted because they have the necessary equipment to evaluate for any problems. They needed to get to the original part of the system to evaluate what needed to be done to make the VFD work properly. They changed some settings in the control system and recalibrated some perimeters; this seems to have taken care of the problem. Some patrons have been stealing toilet paper out of the public restrooms. The restrooms have been locked, after they were locked the problem stopped in the ladies' room but continued in the men's room. It was determined, after watching the footage from the camera, who had been responsible. That person has been banned from the library for one year. If necessary, the police can site him as no trespassing. Right before the meeting, a bicycle was stolen from the bike rack. House Bill 1116 is being considered and if passed would take affect on July 1, 2013. This bill would take away library's non-binding review which would mean each year all budgets would have to be taken before the Madison County Council for approval. This bill will be watched very closely, if passed it would not be beneficial for the library community. Barbara Lawrence has been hired at Summitville to fill a part time position left open upon Cinda Horine's retirement. Ms Lawrence moved to Alexandria from Terre Haute where she worked at a floral shop for several years. An executive session has been called to take place on Wednesday, February 6; an employee has created an emergency situation. In December, funds were received for the State Technology Fund Grant Fund in the amount of \$12,421 to be used for Internet access.

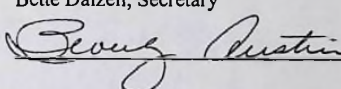
Public comment was sought, none was forthcoming.

Wayne Davidson made a motion to adjourn, Bette Dalzell made a second and the meeting was adjourned.







Bette Dalzell, Secretary


NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
EXECUTIVE SESSION
February 6, 2013
5:30 pm
IC 5-14-1.5-6.1 (b)

CALL TO ORDER

President Leslie Rittenhouse called an executive session of the North Madison County Public Library Board of Trustees to order on February 6th, 2013 at 5:30 pm in the meeting room of the Elwood Public Library.

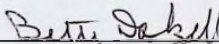
CALL FOR QUORUM

Members present were Leslie Rittenhouse, Wayne Davidson, Beverly Austin and Bette Dalzell. Also in attendance was Director Jamie Scott.

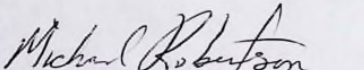
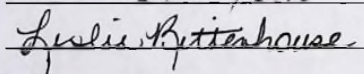
BUSINESS

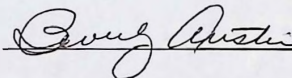
The meeting was held to receive information concerning an individual's alleged misconduct over whom the governing body has jurisdiction and to discuss, before a determination, the individual's status as an employee IC 5-14-1.5-6.1 (b). No other subject matter was discussed in the executive session other than the subject matter specified in the public notice.

With no objections the meeting was adjourned.



Bette Dalzell, Secretary



NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Special Meeting
February 6, 2013
Immediately Following the Executive Session

CALL TO ORDER

President Leslie Rittenhouse called a special meeting of the North Madison County Public Library Board of Trustees to order on February 6th, 2013 at 5:50 pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Members present were Leslie Rittenhouse, Wayne Davidson, Beverly Austin and Bette Dalzell. Also in attendance was Director Jamie Scott.

NEW BUSINESS

Public Comment

Charles Brattain stated that working for the library was the best job he has ever had.

Final Action on Alleged Employee Misconduct

The board met in executive session directly before this meeting to discuss the alleged misconduct and status as an employee of Charles Brattain. Beverly Austin made a motion to terminate the employee Charles Brattain due to a loss of confidence in his integrity. Wayne Davidson seconded the motion, the vote was unanimous.

Adjournment

Beverly Austin made a motion to adjourn and Bette Dalzell seconded and the motion carried.

Bette Dalzell

Bette Dalzell, Secretary

Michael Robertson
Leslie Rittenhouse

Beverly Austin

Register Of Claims

Report Date: From 1/15/13 To 2/4/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	70	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	1/30/13	PAYROLL
			Operating Fund	Salary of Assistants	\$20,624.23		
			Operating Fund	Wages of Janitor	\$1,300.00		
				Total this claim =	\$23,937.84		
0	76	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$2,301.76	1/30/13	PAYROLL DEDUCTIONS FOR JANUARY
			County Taxes Withheld	Payroll Deductions	\$1,049.11		
				Total this claim =	\$3,350.87		
0	73	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	1/30/13	P/R ENDING 1/26/13
				Total this claim =	\$95.00		
0	72	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont INPRS	\$1,288.77	1/30/13	P/R ENDING 1/26/13
			PERF	Payroll Deductions	\$503.13		
				Total this claim =	\$1,791.90		
0	55	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	1/16/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,221.98		
			Operating Fund	Wages of Janitor	\$1,223.30		
				Total this claim =	\$19,458.89		
0	71	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,831.28	1/30/13	P/R ENDING 1/26/13
			Federal Taxes Withheld	Payroll Deductions	\$3,108.80		
			FICA	Payroll Deductions	\$1,484.14		
			Medicare	Payroll Deductions	\$347.13		
				Total this claim =	\$6,769.35		
0	57	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	1/16/13	P/R ENDING 1/12/13
				Total this claim =	\$95.00		
0	56	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,488.65	1/16/13	P/R ENDING 1/12/13
			Federal Taxes Withheld	Payroll Deductions	\$2,079.23		
			FICA	Payroll Deductions	\$1,593.11		
			Medicare	Payroll Deductions	\$282.20		
				Total this claim =	\$5,443.19		
0	59	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont INPRS	\$1,289.49	1/16/13	P/R ENDING 1/12/13
			PERF	Payroll Deductions	\$503.36		
				Total this claim =	\$1,792.85		

<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>
28112	60	AT&T	Operating Fund	Telephone & Telegraph	\$116.23	1/16/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$116.23</u>		
28113	61	BARBARA SNIPES	Operating Fund	Traveling Expense	\$104.40	1/16/13	MILEAGE
				Total this claim =	<u>\$104.40</u>		
28114	62	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$9.11	1/16/13	W-2 FORMS
				Total this claim =	<u>\$9.11</u>		
28115	63	CHESTER INFORMATION TEC	Operating Fund	Professional Services	\$647.50	1/16/13	SYSTEM ENGINEER
				Total this claim =	<u>\$647.50</u>		
28116	64	DEMCO	Operating Fund	Operating Supplies	\$94.59	1/16/13	As per attached invoices.
				Total this claim =	<u>\$94.59</u>		
28117	65	GAYLORD BROS.	Operating Fund	Book Processing	\$310.26	1/16/13	As per attached invoices.
				Total this claim =	<u>\$310.26</u>		
28118	66	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$19.37	1/16/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	<u>\$19.37</u>		
28119	67	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$237.48	1/16/13	As per attached invoices.
				Total this claim =	<u>\$237.48</u>		
28120	58	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	1/16/13	P/R ENDING 1/12/13
				Total this claim =	<u>\$450.00</u>		
28121	68	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$905.80	1/16/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$905.80</u>		
28122	69	BURNETTE - DELLINGER INC.	Operating Fund	Official Bonds	\$200.00	1/16/13	OFFICIAL BONDS
				Total this claim =	<u>\$200.00</u>		
28123	78	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$39.68	1/30/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	\$4.31		
				Total this claim =	<u>\$43.99</u>		
28124	79	CARDMEMBER SERVICE	Operating Fund	Operating Supplies	\$50.73	1/30/13	As per attached invoices.
				Total this claim =	<u>\$50.73</u>		
28125	77	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$221.30	1/30/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$221.30</u>		
28126	80	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,523.26	1/30/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$377.20		
				Total this claim =	<u>\$1,900.46</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
28127	74	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	1/30/13	P/R ENDING 1/26/13
				Total this claim =	<u>\$450.00</u>		
28128	75	MEDICAL MUTUAL OF OHIO	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$8,369.48 \$1,341.93	1/30/13	HEALTH INSURANCE 2/1/13 - 3/1/13
				Total this claim =	<u>\$9,711.41</u>		
28129	81	TOWN OF FRANKTON	Operating Fund Operating Fund Operating Fund	Electricity Water Waste Disposal Services	\$290.44 \$18.00 \$0.00	1/30/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$308.44</u>		
28130	82	TOWN OF SUMMITVILLE	Operating Fund Operating Fund	Water Waste Disposal Services	\$43.80 \$11.50	1/30/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$55.30</u>		
28131	83	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$219.37	1/30/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$219.37</u>		
28132	111	AT&T	Operating Fund	Telephone & Telegraph	\$197.65	2/4/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$197.65</u>		
28133	117	BAKER & TAYLOR	Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Gift	Elwood Adult Elwood Childrens Elwood YA Frankton Summitville Elwood AV Frankton AV Summitville AV Frankton Programing	\$2,002.43 \$1,140.69 \$594.11 \$1,121.01 \$1,712.29 \$198.05 \$63.47 \$127.67 \$341.40	2/4/13	As per attached invoices.
				Total this claim =	<u>\$7,301.12</u>		
28134	84	CHESTER INFORMATION TEC	Operating Fund	Techology Software	\$119.00	2/4/13	As per attached invoices.
				Total this claim =	<u>\$119.00</u>		
28135	85	CINTAS CORPORATION G65	Operating Fund	Cleaning & Sanitation Supplies	\$115.76	2/4/13	As per attached invoices.
				Total this claim =	<u>\$115.76</u>		
28136	86	CLINT TRICE	Operating Fund	Traveling Expense	\$104.80	2/4/13	MILEAGE
				Total this claim =	<u>\$104.80</u>		
28137	87	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$85.00	2/4/13	SNOW REMOVAL - FRANKTON
				Total this claim =	<u>\$85.00</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>
28138	88	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$20.80	2/4/13	PART TIME CLERK - ELWOOD AD
				Total this claim =	<u>\$20.80</u>		
28139	108	ELWOOD CHAMBER OF COM	Gift	Elwood Adult Programing	\$100.00	2/4/13	2013 BANNER PROGRAM
				Total this claim =	<u>\$100.00</u>		
28140	89	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$339.45	2/4/13	SPRINKLER INSPECTION - ELWOOD, EXTINGUISHER SERVICED - ELWOOD & SUMMITVILLE
				Total this claim =	<u>\$339.45</u>		
28141	90	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,477.67	2/4/13	INTERNET ACCESS
				Total this claim =	<u>\$1,477.67</u>		
28142	109	FRONTIER	Operating Fund	Telephone & Telegraph	\$162.35	2/4/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$162.35</u>		
28143	91	GLOBAL GOVT/ED SOLUTION	Operating Fund	Technology Equipment	\$162.17	2/4/13	As per attached invoices.
				Total this claim =	<u>\$162.17</u>		
28144	92	HORTON & SONS OF ELWOOD	Operating Fund	Operating Supplies	\$171.48	2/4/13	As per attached invoices.
				Total this claim =	<u>\$171.48</u>		
28145	93	JUNIOR LIBRARY GUILD	Operating Fund	Summitville	\$684.00	2/4/13	As per attached invoices.
				Total this claim =	<u>\$684.00</u>		
28146	115	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$233.17	2/4/13	As per attached invoices.
				Total this claim =	<u>\$233.17</u>		
28147	94	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$72.00	2/4/13	TRASH SERVICE - FRANKTON
				Total this claim =	<u>\$72.00</u>		
28148	95	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$55.59	2/4/13	As per attached invoices.
			Operating Fund	Summitville Programing	\$41.35		
				Total this claim =	<u>\$96.94</u>		
28149	96	MARSHALL BEST SECURITY C	Rainy Day Fund	Professional Services	\$180.00	2/4/13	NEW LOCK SYSTEM - ELWOOD
				Total this claim =	<u>\$180.00</u>		
28150	97	MIDWEST COLLABORATIVE F	Operating Fund	Databases	\$1,418.00	2/4/13	ANCESTRY.COM
				Total this claim =	<u>\$1,418.00</u>		
28151	110	MIDWEST TAPE	Operating Fund	Frankton AV	\$769.67	2/4/13	As per attached invoices.
			Operating Fund	Elwood AV	\$1,524.36		
			Operating Fund	Summitville AV	\$670.65		
				Total this claim =	<u>\$2,964.68</u>		

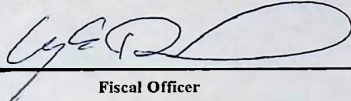
<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
28152	98	MODERN MARKETING	Operating Fund	Elwood Children's Programming	\$161.81	2/4/13	PROGRAMMING
			Operating Fund	Frankton Programming	\$17.50		
			Operating Fund	Summitville Programming	\$10.50		
				Total this claim =	\$189.81		
28153	99	MOVIE LICENSING USA	Operating Fund	Elwood Children's Programming	\$120.00	2/4/13	COPYRIGHT COMPLIANCE LICENSE
			Operating Fund	Elwood Adult Programming	\$120.00		
			Operating Fund	Frankton Programming	\$120.00		
			Operating Fund	Summitville Programming	\$120.00		
				Total this claim =	\$480.00		
28154	100	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programming	\$656.14	2/4/13	PROGRAMMING SUPPLIES - ELWOOD
			Operating Fund	Frankton Programming	\$177.43		
				Total this claim =	\$833.57		
28155	101	PROQUEST LLC	Operating Fund	Elwood Period. & News.	\$252.38	2/4/13	MICROFILM CALL LEADER 1/1/12 - 6/30/12
				Total this claim =	\$252.38		
28156	102	PROSOURCE SPECIALTIES	Operating Fund	Elwood Children's Programming	\$79.50	2/4/13	PROGRAMMING SUPPLIES
			Operating Fund	Frankton Programming	\$22.50		
			Operating Fund	Summitville Programming	\$15.00		
				Total this claim =	\$117.00		
28157	103	QUILL CORPORATION	Operating Fund	Office Supplies	\$560.45	2/4/13	As per attached invoices.
				Total this claim =	\$560.45		
28158	112	RAMSAY BUSINESS PRODUCT	Operating Fund	Office Supplies	\$36.27	2/4/13	As per attached invoices.
			Operating Fund	Office Supplies	\$10.00		
				Total this claim =	\$46.27		
28159	104	RDJ SPECIALTIES, INC.	Operating Fund	Frankton Programming	\$238.50	2/4/13	PROGRAMMING
				Total this claim =	\$238.50		
28160	105	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$88.46	2/4/13	As per attached invoices.
				Total this claim =	\$88.46		
28161	116	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	2/4/13	LEASE RICOH COPIER
				Total this claim =	\$149.00		
28162	113	USI, INC	Operating Fund	Operating Supplies	\$164.19	2/4/13	LAMINATION SUPPLIES
				Total this claim =	\$164.19		
28163	106	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$80.86	2/4/13	COPIER MAINTENANCE - RICOH
				Total this claim =	\$80.86		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
28164	114	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$227.27	2/4/13	SERVICE FOR SUMMITVILLE
					Total this claim =		
					\$227.27		
28165	107	WEST ELECTRIC	Operating Fund	Professional Services	\$1,280.91	2/4/13	REPAIRS ELWOOD & FRANKTON
					\$2,603.60		
					Total this claim =		
					\$3,884.51		

Total Amount of Claims \$102,108.94

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

Monday, February 04, 2013

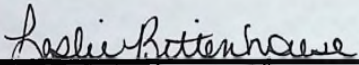
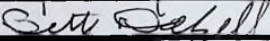
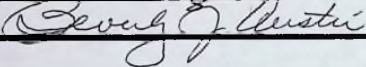

 Fiscal Officer

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____.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for on 12:00:00 AM.

TRANSMISSION VERIFICATION REPORT

TIME : 01/31/2013 09:3
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 01/31 09:39
FAX NO./NAME CALL LEADER
DURATION 00:00:14
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

*Please publish on
Friday or Saturday
and again on
Monday
Thank you*

Agenda

February 04, 2013

North Madison County Public Library
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
- New Business
 - 1. Non-Resident Fee
 - 2. Indiana Public Library Annual Report 2012
- Director's Report
- Public Comment
- Adjournment

TRANSMISSION VERIFICATION REPORT

TIME : 01/31/2013 09:45
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 01/31 09:45
FAX NO./NAME HERALD
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

February 04, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
- New Business
 - 1. Non-Resident Fee
 - 2. Indiana Public Library Annual Report 2012
- Director's Report
- Public Comment
- Adjournment

TRANSMISSION VERIFICATION REPORT

TIME : 02/04/2013
NAME : ELWOOD LIBR
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V37454

DATE, TIME
FAX NO./NAME
DURATION
PAGE(S)
RESULT
MODE

02/04 17:08
HERALD
00:00:27
02
OK
STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 02/04/2013 13:47
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME
FAX NO./NAME
DURATION
PAGE(S)
RESULT
MODE

02/04 13:47
CALL LEADER
00:00:26
02
OK
STANDARD
ECM

Agenda

February 6th, 2103

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
Immediately following Executive Session

Call to Order
Call for Quorum
New Business

1. Final Action on Alleged Employee Misconduct
Public Comment
Adjournment



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

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

Executive Session Agenda

February 6th, 2013

Elwood Public Library Meeting Room
1600 Main Street
Elwood, IN 46036
5:30 p.m.
IC 5-14-1.5-6.1 (b)

Executive sessions may be held only in the following instances:

- (1) Where authorized by federal or state statute.
- (2) For discussion of strategy with respect to any of the following:
 - (A) Collective bargaining.
 - (B) Initiation of litigation or litigation that is either pending or has been threatened specifically in writing.
 - (C) The implementation of security systems.
 - (D) The purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties. However, all such strategy discussions must be necessary for competitive or bargaining reasons and may not include competitive or bargaining adversaries.
- (3) For discussion of the assessment, design, and implementation of school safety and security measures, plans, and systems.
- (4) Interviews and negotiations with industrial or commercial prospects or agents of industrial or commercial prospects by the Indiana economic development corporation, the office of tourism development, the Indiana finance authority, the ports of Indiana, an economic development commission, the Indiana state department of agriculture, a local economic development organization (as defined in IC 5-28-1-2(3)), or a governing body of a political subdivision.
- (5) To receive information about and interview prospective employees.
- (6) With respect to any individual over whom the governing body has jurisdiction:
 - (A) To receive information concerning the individual's alleged misconduct; and
 - (B) To discuss, before a determination, the individual's status as an employee, a student, or an independent contractor who is:
 - (i) a physician; or
 - (ii) a school bus driver.

(3) For discussion of records classified as confidential by state or federal statute.

(4) For discussion of records concerning performance, behavior, and needs.

TRANSMISSION VERIFICATION REPORT

TIME : 02/04/2013 13:46
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER.# : BROF2V374540

DATE, TIME : 02/04 13:46
 FAX NO./NAME : SUMMITVILLE
 DURATION : 00:00:26
 PAGE(S) : 02
 RESULT : OK
 MODE : STANDARD
 ECM

TRANSMISSION VERIFICATION REPORT

TIME : 02/04/2013 13:45
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER.# : BROF2V374540

DATE, TIME : 02/04 13:45
 FAX NO./NAME : FRANKTON
 DURATION : 00:00:27
 PAGE(S) : 02
 RESULT : OK
 MODE : STANDARD
 ECM



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

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



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

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

Executive Session Agenda
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- (8) To discuss before a placement decision an individual student's abilities, past performance, behavior, and needs.

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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 4th day of February 2013.

AYE

NAY

Walter E. D.

Angie Bittenhouse

Beverly J. Austin

Beth Salzell

ATTEST:

Beth Salzell

Secretary of North Madison County Public Library System Board of Trustees

Why do we need to increase the non-resident fee?

According to IC 36-12-2-25(c) the minimum non-resident fee needs to be greater than the operating expenditures per capita. Our operating expenditures per capita jumped from \$45.78 to \$51.11 due to the significant decrease in population served. Census information is used to determine our population served. According to the 2010 Census our population served changed from 21,031 to 19,500. This is the first year that 2010 Census information was used in the annual report. Our operating expenditure did not significantly increase from 2011 to 2012.

	Total Operating Expenditure or Published Budget	Population Served	Operating Expenditures per Capita
Potential Operating Expenditures	\$1,170,000	19,500	\$60
Potential Operating Expenditures	\$1,072,500	19,500	\$55
2013	\$1,222,542	19,500	\$62.69
2012	\$996,553	19,500	\$51.11
2011	\$962,821	21,031	\$45.78

By approving to increase the non-resident fee to \$55 we will meet the standard, but will need to increase the fee possibly next year. If we increased the non-resident fee to \$60, we would be able to keep this fee structure for an extended period of time.

	2011 Non-Resident Fees
Anderson Public Library	\$150
Pendleton Community Library	\$118
Hamilton North Public Library	\$95
Tipton County Public Library	\$67
Alexandria-Monroe Public Library	\$43

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Tipton County Public Library	\$67
Alexandria-Monroe Public Library	\$43

Open Hours	40 hours per week	50 hours per week	55 hours per week	Enhanced
Evening Hours (After 6 pm)	4 evening hours	4 evening hours	6 evening hours and 2 weekend days or	
Weekend Days (4 hours/day)	1 weekend day	1 weekend day	8 evening hours and 1 weekend day	
Telecommunications	Telephone listed in the library's name, Answering machine with library's hours e-mail address, means to provide copies, fax machine			Standard met
Website	Hours of operation, physical address(es), maps for each fixed location, phone numbers, e-mail address(es), access to free electronic resources (INSPIRE), library policies, Access to library's catalog and calendar of events updated monthly			Standard met
Interlibrary Loan is free of charge and each library must participate in at least one of these programs.	Statewide Reciprocal Borrowing			X
	OCLC Resource Sharing			
	Local Reciprocal Borrowing			X

Elwood Public Library (21,031) - Class B Library (10,001 to 39,999 Population)		
Standard	Service Level	Service Level Met
3 to 5 year Long Range Plan	Statement of community needs and goals	In Progress
	Measureable objectives and service responses to the community needs and goals	In Progress
	An assessment of facilities, services, technology and operations	In Progress
	An ongoing annual evaluation process	In Progress
	Financial resources and sustainability	In Progress
3 year Technology Plan	Collaboration with other public libraries and community partners	Community Partners
	Goals and realistic strategy for using telecommunications and information technology	X
	A professional development strategy	X
	Assessment of telecommunication services, hardware, software, and other services needed	X
	An equipment replacement schedule	X
	Financial resources and sustainability	X
	An ongoing annual evaluation process	X
An automation plan that conforms to national cataloging standards	X	

Elwood Public Library (19,500) - Class B Library (10,001 to 39,999 Population)

Standard	Service Levels			Service Level Met
	Basic	Enhanced	Exceptional	2011
Collection Development	7.50%	15%	20%	Basic (13.5%)
Statewide Delivery Service	2 days/wk	3 days/wk	4 days/wk	Basic
Service Levels for Age-based Populations	6-week summer Reading Program for Children			Basic
Children Young Adults Adults	Offer programs by a certified employee	Basic Requirements	Basic Requirements	
	Reference Services including INSPIRE	Plus a certified	Plus a certified	
	Collection of materials for each target group	part-time employee	full-time employee	
	Designate of space for each target group	for each target group	for each target group	
	All of the above in each fixed location	in each fixed location	in each fixed location	
Library Sponsored Programming	5 programs per 1,000 people served (97.5)	10 per 1,000 (195)	15 per 1,000 (293)	Exceptional (463)
Technology	1 public access computer connected to Internet	1 per 1,000 (20)	1 per 500 (39)	Exceptional (91) Elwood= 22 (Adult/child) +2(Indiana room) + 6(laptops) + 10(wireless) = 40
	per 2,000 people served (10)			Frankton= 10(lab/children) + 5(laptops) + 10(wireless) = 25
				Hazelbaker= 12(adult/children) + 4(laptops) + 10(wireless)=26
	Wireless Internet Access in at least one location	Wireless	Wireless	Wireless and Scanner
	Scanner	Scanner	scanner-each location	

NMCPLS MEETING ROOM POLICY

Elwood Public Library

January 2006 Revision

I. ACCESS:

- A. The room designated as the "meeting room" in the Elwood Public Library facility may be reserved for use by educational, civic, cultural, and governmental entities.
- B. All meetings shall be open and free of charge to any person residing in Pipecreek, Duck Creek, Boone, Van Buren and Lafayette townships.
- C. Library functions take precedence over all other usage.
- D. Children's groups are permitted use of the room provided they are supervised by one or more adult sponsors AT ALL TIMES.
- E. When adults using meeting room facilities are accompanied by their children, those children should have adult supervision other than library personnel at all times.

II. RESTRICTIONS:

- A. No more than 49 persons are to occupy the room at any given time.
- B. This room is not available for any meetings of religious or sectarian groups for the purpose of promoting or advancing the beliefs of their members.
- C. This room is not available for any meetings or public announcements sponsored by individual candidates for local, state, or federal office.
- D. This room is not available for the benefit of private individual or commercial concerns.
- E. Individuals or groups wishing to conduct fund-raising activities for the community or other purposes must receive prior permission from the Director.
- F. No activity shall be permitted which shall in any manner be potentially or directly destructive to library property or potentially or directly disruptive to the function of the library.
- G. When permission to meet in the library is given, it does not in any way constitute an endorsement of the group's policies, beliefs, or activities.
- H. The library does not accept reservations for a series of meetings that would designate the library as the regular meeting place for any organization. Reservations will be taken no more than 30 days in advance.
- I. Smoking is prohibited.
- J. Alcoholic beverages are prohibited.
- K. The library director is authorized to deny permission for use of the library meeting room to any group that is disorderly or violates these regulations.

III. RESERVATIONS:

- A. Reservations are made on a first come, first served basis (except as noted in II H).
- B. Groups should complete the attached Meeting Room Reservation Form, leaving it and their \$30.00 deposit with staff at the front desk.
- C. The library should be notified as soon as possible in the event a meeting is canceled by the group for which the room is reserved.
- D. The library reserves the right to cancel reservations for the meeting room at any time. Every effort will be made to give as much notice as possible to the individual(s) listed on the reservation form.

IV. RESPONSIBILITIES:

A. The building is to be kept locked at all times after regular hours of operation. Therefore, when using the meeting room after the rest of the library is closed, the person signing this agreement will be held responsible for:

- 1) Add: Signing a key agreement assuming a \$25.00 fee or replacement costs for a lost key.
- 2) Getting a key for the exterior entrance not more than 24 hours prior to the meeting.
- 3) ~~Remove: Leaving the key in the bookdrop upon vacating the facility.~~ Add: Returning the key to library management within 24 hours after meeting room use.
- 4) Making sure all doors and windows are securely shut and locked upon vacating the facility.

B. The library assumes no liability for any loss or damage arising from the use of the meeting room by the applicant, affiliated group members and guests.

C. Groups are responsible for providing all supplies necessary to conduct planned activities. Audio-visual (AV) equipment may be requested when reserving the meeting room, but must be requested no less than one library business day in advance of meeting room use.

D. Library facilities include meeting room, tables, chairs, and access to kitchen and restroom. Facilities must be left in the same condition in which they were found or deposit will be forfeited. Attached is a checklist for users. Please make sure all items on the checklist have been reviewed. This is the same checklist that will be used by library staff members to inspect the meeting room after each usage.

E. Any damage should be reported promptly. Damages or charges in excess of the amount of the deposit will be billed to the person who signed the reservation form. Notification of the damage and charges will be given to user within three working days. Compensation at replacement cost, labor cost, or both must be made within 30 days. The full amount must be paid before another request will be granted for the affiliated group.

F. Deposit must be retrieved within 10 business days following use of the meeting room, or it will be considered a donation to the library. Deposit will be released only to the person who signed the original reservation form.

G. Equipment available for use is as follows:

- Overhead projector
- Slide projector
- Television with VCR
- DVD player
- Projector for large screen computer projection

NMCPLS Key Agreement for Meeting Room Use

I, _____, acknowledge the receipt of ___ key(s). I accept full responsibility to return the key(s) to the library as soon as possible after meeting room use. I further understand that the library may assess a \$25.00 fee or replacement costs for keys if I lose any of the keys given to me. These items are to be used for meeting room use only and I must report any lost keys to the library within 24 hours.

Key #: _____ Description: _____

Date Issued: _____

Patron Signature: _____

Manager's Signature: _____

Date Returned: _____

Patron Signature: _____

Manager's Signature: _____

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	FEB 2012	FEB 2013	Amount of Change	% OF Change	YTD 2012	YTD 2013	Amount of Change	YTD % OF Change
ELWOOD								
ADULT	2,575	2,540	-35	-1%	5,237	5,120	-117	-2%
JUVENILE	1,532	1,635	103	7%	3,178	3,183	5	0%
Y. A.	293	359	66	23%	601	786	185	31%
PERIOD.	413	442	29	7%	930	854	-76	-8%
AUDIO	177	206	29	16%	377	366	-11	-3%
VIDEO	4,573	5,048	475	10%	9,045	10,363	1,318	15%
DIGITAL MEDIA	191	202	11	6%	407	433	26	6%
TOTAL	9,754	10,432	678	7%	19,775	21,105	1,330	7%

FRANKTON

ADULT	896	853	-43	-5%	1,731	1,840	109	6%
JUVENILE	715	732	17	2%	1,266	1,325	59	5%
Y. A.	221	190	-31	-14%	399	370	-29	-7%
PERIOD.	224	218	-6	-3%	469	496	27	6%
AUDIO	42	51	9	21%	62	93	31	50%
VIDEO	1,404	1,252	-152	-11%	2,769	2,418	-351	-13%
DIGITAL MEDIA	96	101	5	5%	204	216	12	6%
TOTAL	3,598	3,397	-201	-6%	6,900	6,758	-142	-2%

HAZELBAKER

ADULT	556	601	45	8%	1,153	1,154	1	0%
JUVENILE	304	266	-38	-13%	549	506	-43	-8%
Y. A.	70	69	-1	-1%	138	126	-12	-9%
PERIOD.	131	123	-8	-6%	251	238	-13	-5%
AUDIO	21	12	-9	-43%	25	23	-2	-8%
VIDEO	988	1,175	187	19%	1,950	2,188	238	12%
DIGITAL MEDIA	96	101	5	5%	204	216	12	6%
TOTAL	2,166	2,347	181	8%	4,270	4,451	181	4%

SYSTEM

ADULT	4,027	3,994	-33	-1%	8,121	8,114	-7	0%
JUVENILE	2,551	2,633	82	3%	4,993	5,014	21	0%
Y. A.	584	618	34	6%	1,138	1,282	144	13%
PERIOD.	768	783	15	2%	1,650	1,588	-62	-4%
AUDIO	240	269	29	12%	464	482	18	4%
VIDEO	6,965	7,475	510	7%	13,764	14,969	1,205	9%
DIGITAL MEDIA	383	404	21	5%	815	865	50	6%
TOTAL	15,518	16,176	658	4%	30,945	32,314	1,369	4%

ELWOOD FRANKTON HAZELBAKER

TRAFFIC	10,904	2,076	1,143	
REF.	33	13	4	
ASSIST.	1,426	257	201	TECH SERVICES PROCESSED 1,200 ITEMS.
COMP./WIRE	2,133/381	413/3	346/47	
PROG. A.	1/4	3/45	6/30	Processed by Trisha Shuler
J.	30/231	8/90	3/36	

Agenda

March 11, 2013

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

New Business

1. Reconciliation of Operating Funds
2. Long Range Plan Update
 - a. Programming and Outreach Manager
 - b. Digitizing Elwood Call Leader Microfilm
3. Purchasing Laptops – McKnight Estate
4. Patron Behavior Policy

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
March 11, 2013
5:00pm
Frankton Community Library

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on March 11, 2013 at 5:00pm in the meeting room of the Frankton Community Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Kevin Sipe, Beverly Austin, Mike Robertson and Bette Dalzell. Also in attendance were Director Jamie Scott and Diana Shepard.

MINUTES

Minutes from the February meetings were approved after a motion was made by Beverly Austin and seconded by Bette Dalzell.

Claims Register & Checks

The claims register was signed by the members. No checks were signed due to the absence of the Treasurer and Assistant Treasurer.

OLD BUSINESS

No old business was brought forward

NEW BUSINESS

Reconciliation of Operating Funds

Beverly Austin made a motion to write a check to ourselves in the amount of \$5.48 to reconcile the financial books after the theft of funds. Kevin Sipe made a second and the motion carried.

Long Range Plan Update

The Director has just received the book "Strategic Planning for Results"; she plans to talk more about the long range plan in April.

a. Programming and Outreach Manager

Beverly Austin made a motion that the Director be given authority to find a staff member and to begin developing a programming outreach manager position. Mike Robertson made a second and the motion carried.

b. Digitizing Elwood Call Leader Microfilm

When thinking of pursuing a LSTA Grant, it was discovered that with stipulations associated when receiving a LSTA Grant, the cost for digitization typically cost more. Quotes have been received to digitize thirty three reels of the Elwood Call Leader

published before 1923, which are no longer under copyright. The quotes are: The Advantage Companies in the amount of \$3,170; Creekside Digital in the amount of \$3,920; and Hudson Microimaging in the amount of \$9,136. Hudson Microimaging deals only with LSTA Grants. Knox County Library has used The Advantage Companies and is very well pleased. Beverly Austin made a motion to accept the quote from The Advantage Companies to digitize the Elwood Call Leader up to the year 1923. Mike Robertson made a second and the motion carried. This would be paid from Professional Services.

Purchasing Laptops—McKnight Estate

Quotes have been received to replace five year old laptop computers which are slow for patron use. The demand for computer use has increased and the purchase of additional laptops would help to provide more computers for patron use. Six computers would be purchased; three computers would be for public use and three computers would be used for classes. The quotes are; CDW-G in the amount of \$5,805; and Global in the amount of \$5,852.44. Beverly Austin made a motion to accept the quote and purchase from CDW-G to be paid from McKnight estate funds. Kevin Sipe made a second and the motion carried.

Patron Behavior Policy

The following revisions were recommended to the Patron Behavior Policy. Remove: Behaving in a disorderly, disruptive, or threatening manner which jeopardizes the personal safety of patrons and/or staff. Add: 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. Mike Robertson made a motion to approve the changes, Bette Dalzell made a second and the motion carried.

DIRECTOR'S REPORT

The library will be closed Friday, March 15 for an employee in-service day. Youth basketball at the YMCA was held from January 19 through February 23. This has caused a parking problem at the library. The Director has asked the staff at the Y if they could spread out their program so there would not be as much parking area required. Library patrons cannot find parking. It was suggested to send a letter now asking that programs be spread out and again in the fall as a reminder that this is causing a problem. Repairs on the arch need to be included in the long range plan. The library has received its budget 1782. It appears there will not be sufficient funds received to make the final two lease rental payments. It will probably be necessary to borrow \$30,000 from the Operating Fund. It was asked if all board members were able to set up their new E-mail accounts. Director evaluation forms were given to each board member and they were asked to return them to the President by April 4. An executive session will be scheduled in April with the Director to discuss her evaluation.

Public comment was sought, none was forthcoming.

Bette Dalzell made a motion to adjourn the meeting, Kevin Sipe made a second and the meeting was adjourned.

Konrad Zupke
Leslie Bottenhouse
Michael Roberson

Bette Dalzell
Bette Dalzell, Secretary

W. E. G.

Register Of Claims

North Madison County Public Library System

Report Date: From 2/5/13 To 3/11/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	133	GREAT-WEST RETIREMENT S	Annunity	Payroll Deductions	\$95.00	2/27/13	P/R ENDING 2/23/13
				Total this claim =	\$95.00		
0	137	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,431.71	2/27/13	PAYROLL DEDUCTIONS FOR FEBRUARY
			County Taxes Withheld	Payroll Deductions	\$646.92		
				Total this claim =	\$2,078.63		
0	118	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	2/13/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,129.13		
			Operating Fund	Wages of Janitor	\$1,300.00		
				Total this claim =	\$19,442.74		
0	134	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont INPRS	\$1,288.06	2/27/13	P/R ENDING 2/23/13
			PERF	Payroll Deductions	\$502.93		
				Total this claim =	\$1,790.99		
0	132	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,480.62	2/27/13	P/R ENDING 2/23/13
			Federal Taxes Withheld	Payroll Deductions	\$2,139.94		
			FICA	Payroll Deductions	\$1,199.96		
			Medicare	Payroll Deductions	\$280.66		
				Total this claim =	\$5,101.18		
0	131	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	2/27/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,034.09		
			Operating Fund	Wages of Janitor	\$1,306.50		
				Total this claim =	\$19,354.20		
0	119	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,487.39	2/13/13	P/R ENDING 2/9/13
			Federal Taxes Withheld	Payroll Deductions	\$2,102.31		
			FICA	Payroll Deductions	\$1,205.44		
			Medicare	Payroll Deductions	\$281.94		
				Total this claim =	\$5,077.08		
0	121	GREAT-WEST RETIREMENT S	Annunity	Payroll Deductions	\$95.00	2/13/13	P/R EINDING 2/9/13
				Total this claim =	\$95.00		
0	120	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont INPRS	\$1,279.33	2/13/13	P/R ENDING
			PERF	Payroll Deductions	\$500.31		
				Total this claim =	\$1,779.64		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
28166	123	AT&T	Operating Fund	Telephone & Telegraph	\$77.60	2/13/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$77.60</u>		
28167	124	BURNETTE - DELLINGER INC.	Operating Fund	Insurance	\$53.00	2/13/13	WORKMAN'S COMP AUDIT
				Total this claim =	<u>\$53.00</u>		
28168	125	GAYLORD BROS.	Operating Fund	Furniture & Equipment	\$455.48	2/13/13	BOOK TRUCKS - YOUTH SERVICE & SUMMITVILLE
				Total this claim =	<u>\$455.48</u>		
28169	126	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$40.00	2/13/13	SNOW REMOVAL - SUMMITVILLE
				Total this claim =	<u>\$40.00</u>		
28170	127	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$19.68	2/13/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	<u>\$19.68</u>		
28171	122	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	2/13/13	P/R EINDING 2/9/13
				Total this claim =	<u>\$450.00</u>		
28172	128	NANA'S SHOP FOR CHILDREN	Operating Fund	Frankton Programing	\$30.00	2/13/13	PROGRAMMING
				Total this claim =	<u>\$30.00</u>		
28173	129	STATE CHEMICAL SOLUTIONS	Operating Fund	Cleaning & Sanitation Supplies	\$156.00	2/13/13	ICE MELT & SUPPLIES
			Operating Fund	Operating Supplies	\$603.78		
				Total this claim =	<u>\$759.78</u>		
28174	130	TRISHA SHULER	Operating Fund	Postage & UPS	\$14.42	2/13/13	PETTY CASH REIMBURSEMENT
			Operating Fund	Operating Supplies	\$15.98		
			Operating Fund	Fuel, Oil and Lubricants	\$7.03		
				Total this claim =	<u>\$37.43</u>		
28175	138	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$66.61	2/27/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	\$4.89		
				Total this claim =	<u>\$71.50</u>		
28176	139	AVAYA COMMUNICATION	Operating Fund	Telephone & Telegraph	\$303.84	2/27/13	As per attached invoices.
				Total this claim =	<u>\$303.84</u>		
28177	142	CARDMEMBER SERVICE	F'nk Bldg Project Gift	Furniture & Equipment	\$598.96	2/27/13	REFRIGERATOR & TABLES - FRANKTON
				Total this claim =	<u>\$598.96</u>		
28178	140	DEARBORN NATIONAL LIFE IN	Operating Fund	Emp Cont Group Ins	\$103.50	2/27/13	LIFE INSURANCE 3/1/13 - 5/31/13
				Total this claim =	<u>\$103.50</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>
28179	141	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$30.70	2/27/13	HELP WANTED AD
				Total this claim =	\$30.70		
28180	143	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	\$153.28	2/27/13	HELP WANTED AD
				Total this claim =	\$153.28		
28181	144	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,450.05	2/27/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$380.02		
				Total this claim =	\$1,830.07		
28182	145	INSPIRE MEDIA	Operating Fund	Professional Services	\$1,052.10	2/27/13	SITE MIGRATION - PHASE 1 - HISTORICAL DATABASE
				Total this claim =	\$1,052.10		
28183	135	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	2/27/13	P/R ENDING 2/23/13
				Total this claim =	\$450.00		
28184	136	MEDICAL MUTUAL OF OHIO	Operating Fund	Emp Cont Group Ins	\$8,874.06	2/27/13	HEALTH INSURANCE 3/1/13 - 4/1/13
			Insurance	Payroll Deductions	\$897.26		
				Total this claim =	\$9,771.32		
28185	146	TOWN OF FRANKTON	Operating Fund	Electricity	\$425.55	2/27/13	SERVICE FOR FRANKTON
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	\$443.55		
28186	147	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	2/27/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	\$55.30		
28187	148	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$881.23	2/27/13	SRVICE FOR ELWOOD & FRANKTON
			Operating Fund	Gas	\$245.13		
				Total this claim =	\$1,126.36		
28188	149	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$224.28	2/27/13	SERVICE FOR ELWOOD
				Total this claim =	\$224.28		
28189	150	AT&T	Operating Fund	Telephone & Telegraph	\$197.91	3/11/13	SERVICE FOR ELWOOD
				Total this claim =	\$197.91		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
28190	183	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,516.37	3/11/13	As per attached invoices.
			Operating Fund	Elwood Childrens	\$1,068.67		
			Operating Fund	Elwood YA	\$451.98		
			Operating Fund	Frankton	\$1,405.74		
			Operating Fund	Summitville	\$610.96		
			Operating Fund	Elwood AV	\$221.19		
			Operating Fund	Frankton AV	\$100.43		
			Operating Fund	Summitville AV	\$60.37		
				Total this claim =	\$6,435.71		
28191	151	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$90.00	3/11/13	SERVICE AT ELWOOD, FRANKTON, SUMMITVILLE
			Operating Fund	Professional Services	\$90.00		
			Operating Fund	Professional Services	\$90.00		
				Total this claim =	\$270.00		
28192	184	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$143.74	3/11/13	GENERAL RECEIPTS
				Total this claim =	\$143.74		
28193	152	CINTAS CORPORATION	Operating Fund	Cleaning & Sanitation Supplies	\$115.76	3/11/13	As per attached invoices.
				Total this claim =	\$115.76		
28194	187	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$85.00	3/11/13	SNOW REMOVAL - FRANKTON
				Total this claim =	\$85.00		
28195	153	CREATIVE PRODUCT SOURC	Operating Fund	Frankton Programing	\$211.80	3/11/13	SUMMER READING PROGRAM
				Total this claim =	\$211.80		
28196	154	DEMCO	Operating Fund	Operating Supplies	\$54.53	3/11/13	BOOK SUPPORTS
			Operating Fund	Operating Supplies	\$120.58		
				Total this claim =	\$175.11		
28197	155	ELITE CONSTRUCTION	Operating Fund	Professional Services	\$120.00	3/11/13	SNOW REMOVAL - ELWOOD
				Total this claim =	\$120.00		
28198	157	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$43.39	3/11/13	LAR LEGAL NOTICE
				Total this claim =	\$43.39		
28199	156	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,481.48	3/11/13	INTERNET ACCESS
				Total this claim =	\$1,481.48		
28200	158	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$169.70	3/11/13	As per attached invoices.
				Total this claim =	\$169.70		

<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>
28201	159	FOUR STAR PRINTING	Operating Fund	Elwood Adult Programing	\$14.00	3/11/13	BOOKMARKS
			Operating Fund	Frankton Programing	\$14.00		
			Operating Fund	Summitville Programing	\$14.00		
				Total this claim =	<u>\$42.00</u>		
28202	160	FRANKTON JR/SR HIGH SCHO	Operating Fund	Advertising & Public Notices	\$80.00	3/11/13	AD IN YEARBOOK
				Total this claim =	<u>\$80.00</u>		
28203	161	FRONTIER	Operating Fund	Telephone & Telegraph	\$162.39	3/11/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$162.39</u>		
28204	163	HORTON & SONS OF ELWOO	Operating Fund	Operating Supplies	\$252.18	3/11/13	As per attached invoices.
				Total this claim =	<u>\$252.18</u>		
28205	185	INDIANA HISTORICAL SOCIET	Operating Fund	Dues	\$50.00	3/11/13	2013 MEMBERSHIP
				Total this claim =	<u>\$50.00</u>		
28206	164	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	\$46.17	3/11/13	LAR LEGAL NOTICE
				Total this claim =	<u>\$46.17</u>		
28207	165	JUNIOR LIBRARY GUILD	Operating Fund	Elwood Childrens	\$513.00	3/11/13	GRAPHIC NOVELS
				Total this claim =	<u>\$513.00</u>		
28208	188	LEE COMPANY, INC.	Gift	Furniture & Equipment	\$17,075.00	3/11/13	SHELVING CHILDREN'S AND ADULT AV – PAID FROM McKNIGHT ESTATE
				Total this claim =	<u>\$17,075.00</u>		
28209	166	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$206.73	3/11/13	As per attached invoices.
				Total this claim =	<u>\$206.73</u>		
28210	167	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$2,067.94	3/11/13	HVAC MAINTENANCE & REPAIRS
				Total this claim =	<u>\$2,067.94</u>		
28211	168	MARSH SUPERMARKET	Operating Fund	Elwood Adult Programing	\$15.44	3/11/13	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$57.43		
			Operating Fund	Summitville Programing	\$11.37		
				Total this claim =	<u>\$84.24</u>		
28212	186	MIDWEST TAPE	Operating Fund	Frankton AV	\$633.72	3/11/13	As per attached invoices.
			Operating Fund	Elwood AV	\$1,816.21		
			Operating Fund	Summitville AV	\$485.77		
				Total this claim =	<u>\$2,935.70</u>		
28213	169	ORIENTAL TRADING COMPAN	Operating Fund	Frankton Programing	\$67.48	3/11/13	As per attached invoices.
			Operating Fund	Summitville Programing	\$58.24		
				Total this claim =	<u>\$125.72</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>
28214	170	PERF-TURF LAWN SERVICE	Operating Fund	Professional Services	\$243.00	3/11/13	LAWN TREATMENT ELWOOD & SUMMITVILLE
			Operating Fund	Professional Services	\$116.64		
				Total this claim =	<u>\$359.64</u>		
28215	182	POSTMASTER	Operating Fund	Postage & UPS	\$92.00	3/11/13	STAMPS - FRANKTON
				Total this claim =	<u>\$92.00</u>		
28216	171	QUILL CORPORATION	Operating Fund	Furniture & Equipment	\$509.97	3/11/13	As per attached invoices.
			Operating Fund	Office Supplies	\$222.65		
				Total this claim =	<u>\$732.62</u>		
28217	172	RAINBOW PRINTING	Operating Fund	Operating Supplies	\$900.00	3/11/13	LIBRARY ID CARDS
				Total this claim =	<u>\$900.00</u>		
28218	173	RAMSAY BUSINESS PRODUCT	Operating Fund	Office Supplies	\$33.71	3/11/13	As per attached invoices.
			Operating Fund	Office Supplies	\$10.00		
				Total this claim =	<u>\$43.71</u>		
28219	174	ROBY'S PLUMBING & APPLIAN	Operating Fund	Professional Services	\$200.50	3/11/13	REAPIRS - ELWOOD
				Total this claim =	<u>\$200.50</u>		
28220	175	ROTO-ROOTER INDIANA	Operating Fund	Professional Services	\$119.00	3/11/13	SERVICE AT ELWOOD
				Total this claim =	<u>\$119.00</u>		
28221	176	SENTIMENTAL PRODUCTIONS	Operating Fund	Elwood AV	\$60.00	3/11/13	As per attached invoices.
				Total this claim =	<u>\$60.00</u>		
28222	189	STERLING COMPUTER PROD	Operating Fund	Office Supplies	\$343.69	3/11/13	LASER TONER
				Total this claim =	<u>\$343.69</u>		
28223	177	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$22.36	3/11/13	As per attached invoices.
				Total this claim =	<u>\$22.36</u>		
28224	178	TRUE CHEM, INC.	Operating Fund	Professional Services	\$75.00	3/11/13	WATER TREATMENT TESTING
				Total this claim =	<u>\$75.00</u>		
28225	179	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	3/11/13	LEASE-RICOH COPIER
				Total this claim =	<u>\$149.00</u>		
28226	180	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$49.14	3/11/13	As per attached invoices.
				Total this claim =	<u>\$49.14</u>		
28227	181	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$173.59	3/11/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$173.59</u>		
28229	162	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$1,420.63	3/11/13	As per attached invoices.
				Total this claim =	<u>\$1,420.63</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$110,783.74

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

Thursday, March 07, 2013

Daniel A. Pritchett
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_____.

Michael Robertson
Cecilia Austin
Leslie Bitterhouse

[Signature]
Sette Salzed

SIGNATURES OF GOVERNING BOARD

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

Long Range Plan

Programming/Outreach Manager

Reasons to Assess Need for Programming/Outreach Manager

- Several requests for homebound delivery.
 - Outreach to local nursing home and assisted living.
 - Develop partnership with Transition Resources Corp*
 - Unemployment for Madison County is on the rise –
Foresee need to extend outreach to and create
partnerships with Elwood Work One Office and Hinds
Career Center. *
 - Develop consistent and community needs driven adult
programming.*
 - Increase Marketing of Library Programs
- *Assist with meeting public library standards

Elwood Adult Services

Current Staff

- Full-time Manager
- 2 Full-time clerks
- 2 part-time clerks
- 1 part-time clerk to be hired

180 total staff hours

Staff by the end of 2013

- Full-time Manager
- 2 Full-time clerks
- 3 part-time clerks
- Full-time Programming/Outreach Manager

220 total staff hours

Elwood Adult Services

6 Month Interim Staff

- Full-time Manager
- 2 Full-time clerks
– 20 hours off desk
- 3 part-time clerks
- 20 hours given to other part-time clerks keeping each under 28 hours per week.

200 total staff hours

Staff by the end of 2013

- Full-time Manager
- 2 Full-time clerks
- 3 part-time clerks
- Full-time Programming/Outreach Manager

220 total staff hours

Process to New Manager Position

- Hire 20 hour Part-Time Clerk – Approved at the December 2012 Board Meeting
- Give Full-time Clerk 20 hours off desk to begin developing outreach programs
- Give an additional 20 hours to part-time clerks keeping each pt clerk under 28 hours per week.
- Report back to library board on monthly basis with program developments

Process to New Manager Position

- Assess monthly the patron response to added programs.
- Assess monthly the need for additional outreach programs.
- Assess needed time off desk to perform and prepare needed programs.
- Work with Adult Services Manager to develop a yearly plan for consistent adult programming.
- In 6 months assess possible need to change position from part-time clerk to a full-time manager's position.

Extra Open Hours for Elwood

- During this process we will also be evaluating:
 - Different options for a potential reduction in health insurance costs – Current health insurance budget cannot support additional full-time person
 - Schedule changes due to additional staff that would allow an increase in open hours at the Elwood Public Library.

2013 Budget

- Approximate 2013 Salaries and Wages before extra pt clerk - \$511,000
- Approximate 2013 Interim Amount of Additional 40 pt hours - \$20,000
- Approximate last 4 months of 2013 Amount of Additional Manager - \$10, 400
- Total of all additional salary for 2013 - \$541,400
- DLGF Approved 2013 Budget for Salaries and Wages - \$608, 143



February 21, 2013
 North Madison County Public Library
 1600 Main Street
 Elwood, IN 46036
 765-552-5001
 Clint Trice- Jamie Scott
ctrice@elwood.lib.in.us

Project Name: Digitizing Microfilm of the Elwood Leader
Project Summary: Digitizing & Indexing and full OCR. Creating a searchable database on an external hard drive. Creating and maintaining a website.

Choose from the following services & formats:	Quantity	Unit Price	Extended Price
Document preparation (Per Hour Charge)	0	40.00	0.00
Digitizing – Microfilm			
Newspaper microfilm Reels of the Elwood Call Leader (fully indexed and OCR) on a searchable hard drive	33	\$90.00	\$2,970.00
Hard Drive	1	\$200.00	\$200.00
		Subtotal	\$3,170.00
		Shipping/Handling	\$ 0.00
		Estimate	\$3,170.00

To Accept this bid, please sign below and fax or email back to Michelle Maltas:

 North Madison County Public Library

Print

 Advantage Companies
 Michelle Maltas - Account Manager
 1035 33rd Ave. SW
 Cedar Rapids, IA 52404
 Fax: 319-362-1563
Michelle.Maltas@advantage-companies.com

creeksideDIGITAL

5200 Glen Arm Road
 Suite Q
 Glen Arm, MD 21057

Quote

Date	Quote #
2/21/2013	2013-022102

Name / Address
North Madison Co. Public Library System Attention: Clint Trice 1600 Main Street Elwood, IN 46036

P.O. No.	Rep
	JS

Item	Description	Qty	Rate	Total
Rollfilm Digitizati...	Digitize 33 rolls of 35mm newspaper microfilm @ 300dpi / 256-color grayscale, OCR to searchable PDF files	33	115.00	3,795.00
Media	USB hard drive for delivery of entire project	1	125.00	125.00
			Total	\$3,920.00

All work will be performed in Glen Arm, MD and not offshored. This quote is valid for 30 days.



February 21, 2013
 North Madison County Public Library
 1600 Main Street
 Elwood, IN 46036
 765-552-5001
 Clint Trice- Jamie Scott
ctrice@elwood.lib.in.us

Project Name: Digitizing Microfilm of the Elwood Leader
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 Advantage Companies
 Michelle Maltas - Account Manager
 1035 33rd Ave. SW
 Cedar Rapids, IA 52404
 Fax: 319-362-1563
Michelle.Maltas@advantage-Companies.com

creeksideDIGITAL

5200 Glen Arm Road
 Suite Q
 Glen Arm, MD 21057

Quote

Date	Quote #
2/21/2013	2013-022102

Name / Address
North Madison Co. Public Library System Attention: Clint Trice 1600 Main Street Elwood, IN 46036

P.O. No.	Rep
	JS

Item	Description	Qty	Rate	Total
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Media	USB hard drive for delivery of entire project	1	125.00	125.00
Total				\$3,920.00

All work will be performed in Glen Arm, MD and not offshored. This quote is valid for 30 days.



HUDSON MICROIMAGING

E-MAIL: info@HUDSONMICROIMAGING.COM WEBSITE: WWW.HUDSONMICROIMAGING.COM
P. O. Box 640, ROUTE 9W, PORT EWEN, NEW YORK 12466
PHONE (845) 338-5785 FAX (845) 338-2556

February 21, 2013

Mr. Clint Trice
IT Manager
North Madison County Public Library System
1600 Main Street
Elwood, IN 46036
e-mail: ctrice@elwood.lib.in.us
Ph. 765-552-5001 ext 14

Dear Clint,

Thank you so much for contacting us regarding your project to digitize an existing collection of microfilm containing images of newspapers.

Below you will find a draft proposal for your consideration.

I am sure you will have questions, so please don't hesitate to get in touch.

Sincerely,

Toya Dubin
Vice President



HUDSON MICROIMAGING

E-MAIL: info@HUDSONMICROIMAGING.COM WEBSITE: WWW.HUDSONMICROIMAGING.COM
P. O. Box 640, ROUTE 9W, PORT EWEN, NEW YORK 12466
PHONE (845) 338-5785 FAX (845) 338-2556

PROPOSAL FOR

North Madison County Public Library System

Newspaper Project

Proposal Date: 2-21-2013

Contact:

Mr. Clint Trice
IT Manager
North Madison County Public Library System
1600 Main Street
Elwood, IN 46036
e-mail: ctrice@elwood.lib.in.us
Ph. 765-552-5001 ext 14

I. PROJECT DESCRIPTION

Hudson Microimaging is proposing to provide preservation digitization services for the North Madison County Public Library System.

The Library has a collection of 35mm microfilm containing images of a newspaper.

Here is an inventory estimate of the collection based on our conversations and correspondence:

2

Confidential and Proprietary

Prepared by Hudson Microimaging

Inventory Calculations	Est Images
Ellwood Call Leader	
273 reels of microfilm	
Years	1904-2012
Issues per year	300
Est Total Issues	32700
Est number of images per year	3000
Est Average Pages per issue	10
Est Total Images	327000

The overall strategy for the project is to create a set of archival TIFF images according to Library of Congress Standards, and a set of full text searchable images. Options for indexing and web presentation of the collection have also been included.

Phase II - Scanning Specifications

Hudson Microimaging is proposing to produce the following:

1. Master files will be uncompressed TIFF images, captured at 400dpi (or 300dpi when 400dpi is not possible due to material dimensions) in 8-bit grayscale from microfilm, with estimated file sizes of 40MB to 60MB.
2. Access files will be full text searchable PDF at the page level or a multipage PDF per issue as needed.
3. Each page image will be cropped to the edge of the page to minimize black borders.

DIRECTORY STRUCTURE AND FILENAMING

The directory structure will organize the TIFF and derivative file images for delivery and to further identify the files. Any associated metadata in ASCII delimited files will be organized according to customer specifications. Quoted prices reflect the item level directories example below.

Archival Set

```

\The NewspaperTitle      Title Directory
  \1975                    Year Directory
    \NewspaperTitle _1975-01-23      Issue Directory
      \NewspaperTitle _1975-01-23_0001.TIFF      Page Image
      \NewspaperTitle _1975-01-23_0002.TIFF      Page Image
      \NewspaperTitle _1975-01-23_0003.TIFF, etc

```

Service Set:

```

\The NewspaperTitle      Title Directory
  \1975                    Year Directory
    \NewspaperTitle _1975-01-23.PDF
    \NewspaperTitle _1975-01-30.PDF
    \NewspaperTitle _1975-02-07.PDF, etc.

```

Metadata

At the start of the project, 2-4 issues of the newspaper will be sent as digital files with metadata for testing and feedback. Once those files have been approved and/or corrected, the balance of the project will proceed.

Metadata will include:

Title
 Publication Date
 Page Number

Standard File Metadata

Metadata regarding the scanning process will be attached to the TIFF image file using XMP in Adobe Photoshop. This may include: scan date, image number and filename, scanner make and model, name of the scanning operator, scanning resolution.

QUALITY ASSURANCE PROCEDURES

An initial 100% quality assurance will be performed on all TIFF image files. This quality assurance will include the evaluation of the overall quality and integrity of each image file. Any files that do not meet overall image quality requirements or are deemed missing, will be noted, rescanned, and reinserted into the stream of existing image files.

In order to assist the Library in disaster recovery planning and future digital upgrade projects we have proposed the following sets of media:

Archival Set – This Set will include all derivative files, along with a complete set of the master TIFF images used to create them. These files will also be organized according to issue and date.

Storage Set - We have also included a duplicate set for secure storage at Hudson Microimaging in this project. This will facilitate disaster planning and future migration or text search upgrade projects.

PROJECT MANAGEMENT

Project Management will be provided by Toya Dubin, Vice President, and Michael Macauley, Digital Services Coordinator. Below is contact information for both of them:

Toya Dubin; Phone: 845-338-5785; ToyaDubin@HudsonArchival.com

Michael Macauley; Phone: 845-338-5785; Mmacauley@HudsonArchival.com

Estimate of Services
Provided for the North Madison County Public Library System
2-21-2013

Client: North Madison County Library - Indiana		2/11/2013			
Digital Price Sheet					
SCANNING CHARGES	Resolution	Bit Depth	Unit	Unit Price	Sub-total
Job setup - 35mm microfilm					\$ 50.00
Grayscale TIFF Images - Archival	400	8	327,000	\$0.18	\$58,860.00
Cropping, 100% Image QC					Included
Derivative Files			Units	Unit Price	Sub-total
PDF w/ uncorrected OCR			327,000	\$0.04	\$13,080.00
File naming by Issue Date			32,700	\$0.20	\$6,540.00
OTHER CHARGES			Instances	Unit Price	Sub-total
Media Charge - Transfers for Upload			18	\$30.00	\$540.00
Media Charge - Archival & Service Set	2TB HD		7	\$125.00	\$875.00
Media Charge Storage Set	2TB HD		7	\$125.00	\$875.00
HMI Secure Storage - 1 year	2TB HD		7	\$20.00	\$140.00
TOTAL AMOUNT (U.S.\$ ONLY)					\$ 80,960.00

At no time in the scanning, indexing, or any other process, will data or images leave our facility without the express permission of the client. In addition, all work will be performed by US Citizens with valid documentation on our premises. As a result, there will be no concern that this publicly funded initiative is utilizing off-shore outsourced labor, or that sensitive data and images may be misplaced. Hudson Microimaging's offices are located in a secure facility and our staff is accustomed to working with sensitive information.

Estimate for 33 reels of the publication:

Client: North Madison County Library - Indiana		2/14/2013			
Digital Price Sheet		33 reels worth of the inventory			
SCANNING CHARGES	Resolution	Bit Depth	Unit	Unit Price	Sub-total
Job setup - 35mm microfilm					\$ 50.00
Grayscale TIFF Images - Archival	400	8	39,527	\$0.18	\$7,114.95
Cropping, 100% Image QC					Included
Derivative Files			Units	Unit Price	Sub-total
PDF w/ uncorrected OCR			39,527	\$0.04	\$1,581.10
File naming by Issue Date			-	\$0.20	\$0.00
OTHER CHARGES		Instances	Unit Price	Sub-total	
Media Charge - Transfers for Upload		4	\$30.00	\$120.00	
Media Charge - Archival & Service Set	2TB HD	1	\$125.00	\$125.00	
Media Charge Storage Set	2TB HD	1	\$125.00	\$125.00	
HMI Secure Storage - 1 year	2TB HD	1	\$20.00	\$20.00	
TOTAL AMOUNT (U.S.\$ ONLY)					\$ 9,136.04

Client: North Madison County Library - Indiana		2/14/2013			
Digital Price Sheet		10 years of publication			
SCANNING CHARGES	Resolution	Bit Depth	Unit	Unit Price	Sub-total
Job setup - 35mm microfilm					\$ 50.00
Grayscale TIFF Images - Archival	400	8	30,000	\$0.18	\$5,400.00
Cropping, 100% Image QC					Included
Derivative Files			Units	Unit Price	Sub-total
PDF w/ uncorrected OCR			30,000	\$0.04	\$1,200.00
File naming by Issue Date			-	\$0.20	\$0.00
OTHER CHARGES		Instances	Unit Price	Sub-total	
Media Charge - Transfers for Upload		1	\$30.00	\$30.00	
Media Charge - Archival & Service Set	2TB HD	1	\$125.00	\$125.00	
Media Charge Storage Set	2TB HD	1	\$125.00	\$125.00	
HMI Secure Storage - 1 year	2TB HD	1	\$20.00	\$20.00	
TOTAL AMOUNT (U.S.\$ ONLY)					\$ 6,950.00

Client: North Madison County Library - Indiana		2/14/2013			
Digital Price Sheet		1 years of publication			
SCANNING CHARGES	Resolution	Bit Depth	Unit	Unit Price	Sub-total
Job setup - 35mm microfilm					\$ 50.00
Grayscale TIFF Images - Archival	400	8	3,000	\$0.18	\$540.00
Cropping, 100% Image QC					Included
Derivative Files			Units	Unit Price	Sub-total
PDF w/ uncorrected OCR			3,000	\$0.04	\$120.00
File naming by Issue Date			-	\$0.20	\$0.00
OTHER CHARGES		Instances	Unit Price	Sub-total	
Media Charge - Transfers for Upload		1	\$30.00	\$30.00	
Media Charge - Archival & Service Set	2TB HD	1	\$125.00	n/a	
Media Charge Storage Set	2TB HD	1	\$125.00	n/a	
HMI Secure Storage - 1 year	2TB HD	1	\$20.00	n/a	
TOTAL AMOUNT (U.S.\$ ONLY)					\$ 740.00

General Information Regarding Digital Preservation Projects

Qualitative Methods

A 100% quality assurance will be performed on all TIFF image files. This quality assurance phase will include the evaluation of the overall quality and integrity of each image file. Any files that do not meet overall image quality requirements, will be noted, rescanned, and reinserted into the stream of existing image files.

Digital Image Delivery

All digital images will be delivered to the Client on DVD-ROM media, written to the ISO 9660 standard. MAM-A Archival DVD's with gold substrate will be utilized, unless hard drives have been requested for this project.

Preservation Microfilm Delivery

All microfilming will be done on 35mm silver halide microfilm. All reels will be spooled on inert plastic reels, bound with acid-free identification bands and boxed in acid-free, lignin-free storage boxes, labeled to your specifications. All Master Negative film will be given a frame-by-frame inspection. A copy of the quality control inspection report will be included with the microfilm and will provide information such as density readings (10 per reel), resolution, problems encountered with original material, splices and frame counts.

Hudson Microimaging employs stringent quality control standards for all preservation microfilming projects. Any and all work that is found to be outside of the realm of the standards agreed upon will be refiled at the expense of Hudson Microimaging. It will be the responsibility of the Client to inspect the completed work and identify any defects within 30 days after delivery. Preservation microfilming is produced to Research Library Group (RLG) and Library of Congress Standards for Preservation Microfilming.

Image Approval

Hudson Microimaging usually requires notification of the acceptance or rework request from the institution within 30 days after the receipt of the image files. Upon notification of acceptance, all digital copies that reside at Hudson Microimaging will be destroyed, unless otherwise requested by the Client. Original materials will be returned after acceptance of the digital files.

Standard File Metadata

Metadata regarding the scanning process will be attached to the TIFF image file using XMP in Adobe Photoshop. This may include: scan date, image number and filename, scanner make and model, name of the scanning operator, scanning resolution.

Invoices and Payment

Hudson Microimaging shall provide detailed invoices for each shipment within seven (7) days of delivery to the Client. Payment shall be due from the Institution within thirty (30) days after

receipt of invoice. Payment delays may, at Hudson Microimaging's discretion, result in services being placed on hold. Past due invoices are subject to a 1½ % per month interest charge.

Copyright

The North Madison County Public Library System warrants that it has the right to, and does hereby, grant to Hudson Microimaging the right to make copies, reproduce and display such copies of items covered by this Agreement, and distribute and make compilations solely for and on behalf of the Client as directed by the Client. The Client shall indemnify, defend and hold Hudson Microimaging harmless from all loss, damage, expense, cost, and liability, including attorney's fees, arising from or based upon any claim that such reproduction, display, distribution, or compilation made by Hudson Microimaging as directed by the Client infringes any copyright.

Sales Tax Exemption

Please enclose a copy of your sales tax exemption certificate to avoid issues with billing.

INSTITUTION: _____

Hudson Microimaging

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Digital Scanning Agreement

1782 Notice

48 5 0290 NORTH MADISON COUNTY LIBRARY SYSTEM

NOTICE OF FINAL BUDGET RECOMMENDATIONS PURSUANT TO IC 6-1.1-17-16(d)

This notice sets out by fund the final information proposed for your taxing unit. It includes proposed revenue, levy and budget adjustments that resulted from the application of final assessed values as certified by the county auditor. Cumulative fund rates have been capped based on the calculation required in IC 6-1.1-18-12.

Budget adjustments due to circuit breaker credits and reductions in property tax collections must be made by unit officials. Failure by the units to make these adjustments may result in unfunded expenditures.

Units must respond to this notice within 10 calendar days with requested changes as specified in IC 6-1.1-17-16(d). Requests for adjustments must be provided to the Department electronically by either emailing your signed response to the Department at 1782Notices@dlgf.in.gov or by fax to (317) 232-0178.

Your response must be received no later than 3/11/2013

No extension will be granted. If no response is received, the budgets, rates and levies identified in this 1782 Notice will be certified in the final budget order for your county.

Questions on this 1782 Notice may be directed to your budget field representative or to the Budget Division of the Department at 1782Notices@dlgf.in.gov.

Check the appropriate box:

No changes requested.

Please make changes according to the attached information.

I acknowledge receipt of this notice:

Signature

Email

Printed Name

Title

Date

Respond by

Email: 1782Notices@dlgf.in.gov

Fax: (317) 232-0178

Laptop Proposal for Classes and Patrons

We would like to use a portion of the funds donated to the library by the McKnight family to purchase six laptops three with accidental and theft protection for use by our patrons within the library and three for teaching purposes. The Library's current laptops are over five years old and are in need of replacement. There has been a steady increase in computer usage at the library in the past 6 months. Because of the current laptops limited capabilities patrons are reluctant to use them. Purchasing new laptops would rectify this situation.



The Right Technology.
Right Away.™

www.CDWG.com
800-808-4239

SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
J146819	6549473	2/25/2013

CLINT TRICE
B 1600 MAIN ST
L TECHNOLOGY MANAGER
L NORTH MADISON CNTY PUBLIC LIB SYS
T ELWOOD, IN 46036-2023
O

NORTH MADISON CNTY PUBLIC LIB SYS
S 1600 MAIN ST
H TECHNOLOGY MANAGER
I CLINT TRICE
P ELWOOD, IN 46036-2023
T Contact: CLINT TRICE
O

Customer Phone # 7655525001

Customer P.O.# HP & TOSHIBA QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
SCOTT MULLIGAN 877-434-6491	UPS Ground (Indy 1)	Request Terms	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
3	2643931	HP 14-3010NR I5-2467M 128GB 4GB W7H Mfg#: HPP-A9P67UA#ABA Contract: MARKET	847.00	2541.00
3	1924554	HPE 3Y PICKUPRTN ADP TOUCH SUP Mfg#: HPE-UM950E Contract: MARKET	285.00	855.00
3	1566067	ABSOLUTE LOJACK F/LAPTOP PREM 3Y Mfg#: AAS-LJP-RE-P5-WIN-36 Contract: MARKET	98.00	294.00
3	2930423	TOS SAT C875-S7340 I3-3110M 640/4GB Mfg#: TOS-PSCBAU-008004 Contract: MARKET	630.00	1890.00
3	2569058	SVN 4Y LAPTOP(350-699.99)DOP Mfg#: SVN-176046 Contract: MARKET	75.00	225.00
SUBTOTAL				5805.00
FREIGHT				.00
SALES TAX				.00

Terms and Conditions:
<http://www.cdwg.com/content/terms-conditions/default.asp>

TOTAL **▶** US Currency
5,805.00

CDW Government
230 North Milwaukee Ave.
Vernon Hills, IL 60061
General Phone: 847-371-5000 Fax: 847-419-6200
Account Manager's Direct Fax: 847-968-1746

Please remit payment to:
CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

Total	5,805.00
FMV Lease Option	181.12/Month
Total	5,805.00
\$BO Lease Option	196.56/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact you Account Manager for details. Payment quoted subject to change. **

Why finance?

- * Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- * Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- * Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- * Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term. And choose to return or purchase the equipment at end of lease.
- * Bundle Costs. You can combine hardware, software, and services into a single transaction! Which means you can pay for your software licenses over time. We know your challenges and understand the need for flexibility.

General Terms and Conditions:

**This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

Quote from Global

SKU	Manuf Part No	SKU Description	Unit Price	Qty	Total
YYS1-3383948	A9P67UAR#ABA	HP Envy 14-3010NR Spectre - Core i5 2467M / 1.6 GHz - Windows 7 Home Premium 64-bit - 4 GB RAM - 128 GB SSD - 14" HD+ Radiance Infinity wide 1600 x 900 / HD+ - Intel HD Graphics 3000 - natural silver	\$ 845.91	3	\$2,537.73
YY11-QQ3891	UM950E	3YR SUP ADP PICKUP RETURN	\$ 303.33	3	\$909.99
YYS1-2198629	LJP-RE-P5-WIN-36	CompuTrace LoJack for Laptops Premium Edition - Subscription package (3 years) - 1 notebook - Win	\$ 92.44	3	\$277.32
YYD1-C875S7340	PSCBAU-008004	Toshiba Satellite C875-S7340 - Core i3 3110M / 2.4 GHz - Windows 8 - 6 GB RAM - 640 GB HDD - DVD SuperMulti - 17.3" TruBrite wide 1600 x 900 / HD+ - Intel HD Graphics 4000 - fusion finish In mercury s	\$ 590.09	3	\$1,770.27
STU-RD-CN0599N4E	RD-CN0599N4E	SquareTrade 4-Year Laptop Warranty	\$ 113.99	3	\$341.97

Purchase Order:

Shipping Method Ground (2 to 6 days)

Total for all Items \$ 5,837.28

Shipping & Handling: \$ 15.16

Sales Tax: \$ 0.00

Quote Total: \$ 5,852.44

Lease Payments as low as \$161.75/mo.**Click [here](#) for details or contact your account manager.

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. Remove: Behaving in a disorderly, disruptive, or threatening manner which jeopardizes the personal safety of patrons and/or staff. Add: 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 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. Soliciting donations of money or anything of value; selling materials or services. (Examples: Panhandling, etc.)
6. Inappropriate attire includes but is not limited to bare feet/torso.

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 until either legal action is complete or the Library Director has met with the offender to discuss the consequences of the behavior.

1. Stealing, damaging, altering of any library property including, but not limited to, defacing of library materials, vandalizing library equipment, furniture, computers, etc.
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.
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 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.)

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
Revised 08/13/2012

**1782 Notice Notes Report
Pay 2013**

FR36
02/28/2013
8:20AM

UNIT NUMBER 4850290

NORTH MADISON COUNTY LIBRARY SYSTEM

County 48
0061 RAINY DAY
Budget approved for displayed amount. \$15,000

0101 GENERAL
Budget approved for displayed amount. \$1,222,542

Rate reduced to remain within statutory levy limitation.
0283 L/R PAYMENT
Budget approved for displayed amount. \$242,000

Rate reduced due to underestimate of miscellaneous revenue.

1782 Notice Notes

Reminder to all units: Indiana Code § 5-1-18-9 requires all political subdivisions to report outstanding leases and bonds to the Department of Local Government Finance by March 1 of each year. Further information and instructions, including the standard form for debt reporting, may be found at <http://www.in.gov/dlgr/4699.htm>

Fund Report Pay 2013

FR 36
02/28/2013 08:20AM
FUND: 0283

4850290 NORTH MADISON COUNTY LIBRARY SYSTEM
WORK DRAFT

FUND: 0061 FUND: 0101

	AV:	\$616,110,220	AV:	\$616,110,220	AV:	\$616,110,220
1. Budget Estimate		15,000		1,222,542		242,000
2. Expenditures J1-Dec		5,385		646,733		121,000
3. Add App J1 - Dec		0		0		0
4A. Temporary Loans		0		0		0
4B. Loans NoLPd 12/31		0		0		0
5. TOTAL EST EXP		20,385		1,869,275		363,000
6. Cash Balance 6/30		96,804		808,768		92,216
7. Dec Tax Collection		0		268,883		118,833
8A. Misc Rev Jul - Dec		0		165,013		10,288
8B. Misc Rev Total		0		344,519		11,886
9. TOTAL FUNDS		96,804		1,587,183		233,223
10. NET AMT REQ		(76,419)		282,092		129,777
11. Operating Balance		76,419		442,454		222
12. TOTAL (10+11)		0		724,546		129,999
13A. PTRC		0		0		0
13B. LOIT		0		0		0
14. NET AMT TO RAISE		0		724,546		129,999
15. Levy Excess		0		0		0
16. TAX LEVY		0		724,546		129,999
TAX RATE		0.0000		0.1176		0.0211

	FUND	ASSESSED VALUE	RATE	LEVY	CNTRL
	0061 RAINY DAY	616,110,220	0.0000	0	0
	0101 GENERAL	616,110,220	0.1176	724,546	UT
	0283 L/R PAYMENT	616,110,220	0.0211	129,999	0
	TOTAL		0.1387	854,545	

UNIT

Normal Max Levy: 724,451

Minus LOIT: 0

Minus Levy Excess: 0

Plus Fin Inst Tax: 518

Plus Misc Changes: 0

Working Max Levy: 724,969

CTL UT Working MAX 724,969 Under Max by 423

DLGF BUDGET PROGRAM ESTIMATES OF
MISCELLANEOUS REVENUES FOR YEAR
ENDING 2013 ESTIMATED AMOUNTS TO
BE RECEIVED

FR 36

2/28/2013
8:20AM

2013 CIVIL Max Levy Report

FR 36
02/28/2013
08:20AM

	Column A July 1, 2012 - Dec 31, 2012	Column B Jan 1, 2013 - Dec 31, 2013
4850290 NORTH MADISON COUNTY LIBRARY SYSTEM		
0061 RAINY DAY		
R910 Transfers In - Transferred from Another Fund	0	0
Fund Total	0	0
0101 GENERAL		
R104 County Option Income Tax (COIT)	116,431	243,475
R112 Financial Institution Tax distribution	1,478	3,332
R114 Motor Vehicle/Aircraft Excise Tax Distribution	26,897	56,672
R135 Commercial Vehicle Excise Tax Distribution (CVET)	2,766	6,240
R409 Document and Copy Fees	8,021	16,000
R503 Other Fines and Forfeitures	9,020	18,000
R902 Earnings on Investments and Deposits	400	800
Fund Total	165,013	344,519
0283 L/R PAYMENT		
R112 Financial Institution Tax distribution	488	598
R114 Motor Vehicle/Aircraft Excise Tax Distribution	8,886	10,168
R135 Commercial Vehicle Excise Tax Distribution (CVET)	914	1,120
Fund Total	10,288	11,886

County Number 48

4850290 NORTH MADISON COUNTY LIBRARY SYSTEM

FACTORED ADJUSTED TAX LEVY	724,451
2012 Pay 2013 Assessed Value	616,110,220
2012 Pay 2013 AV using pay 2012 Geographic Area	616,110,220
Annexation Factor =	1.0000
MAXIMUM FACTOR DUE TO ANNEXATION	1.15
LESSER OF ABOVE TWO FACTORS:	1.0000
MULTIPLY FACTORED ADJUSTED TAX LEVY BY ANNEX FACTOR	724,451
SERVICES PROVIDED IN PRIOR YEAR	0
FACTORED ADJUSTED TAX LEVY INCREASED FOR SERVICES	724,451
GREATER OF FACTORED LEVY OR INCREASED LEVY	724,451
Subtract amount Determined Pursuant to PL 78-1987:	0
Subtract 2013 PTRC (if any)	0
Cumulative Operating LOIT (if any)	0
MAXIMUM LEVY LIMIT SUBTOTAL	\$724,451
DLGF APPROVED LEVY INCREASE	0
ADJUSTED MAXIMUM LEVY	\$724,451
ADJUSTMENT TO CORRECT ERROR AND/OR SHORTFALL	0
ADJ. MAX LEVY DUE TO ERROR CORRECTION AND/OR SHORTFALL	\$724,451

2013 Debt Service Worksheet

NORTH MADISON COUNTY LIBRARY SYSTEM

4850290

Fund: 0283

Name of Issue	Line 2	Amount	Line 1	Amount	Line 11	Amount
	Due		Due		Due	
Lease Rental of 1995 Refi 2004	12/31/1		2013			
STB Order #:		121,000		242,000		0
New Debt? Y		Outstanding Balance: 0				
Totals		121,000		242,000		0
TOTAL ADDITIONAL APPROPRIATIONS		0				
TOTAL NEW DEBT CIVIL		242,000				
		=====				
		242,000				

WORKSHEET PREPARED BY _____

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	MARCH	MARCH	Amount of	% OF	YTD	YTD	Amount of	YTD % OF
	2012	2013	Change	Change	2012	2013	Change	Change
ELWOOD								
ADULT	2,666	2,769	103	4%	7,903	7,889	-14	0%
JUVENILE	1,680	1,464	-216	-13%	4,858	4,647	-211	-4%
Y. A.	330	377	47	14%	931	1,163	232	25%
PERIOD.	481	498	17	4%	1,411	1,352	-59	-4%
AUDIO	175	186	11	6%	552	552	0	0%
VIDEO	4,555	4,779	224	5%	13,600	15,142	1,542	11%
DIGITAL MEDIA	179	205	26	15%	586	638	52	9%
TOTAL	10,066	10,278	212	2%	29,841	31,383	1,542	5%
FRANKTON								
ADULT	1,009	902	-107	-11%	2,740	2,742	2	0%
JUVENILE	866	733	-133	-15%	2,132	2,058	-74	-3%
Y. A.	299	227	-72	-24%	698	597	-101	-14%
PERIOD.	246	221	-25	-10%	715	717	2	0%
AUDIO	68	85	17	25%	130	178	48	37%
VIDEO	1,546	1,453	-93	-6%	4,315	3,871	-444	-10%
DIGITAL MEDIA	90	103	13	14%	294	319	25	9%
TOTAL	4,124	3,724	-400	-10%	11,024	10,482	-542	-5%
HAZELBAKER								
ADULT	569	577	8	1%	1,722	1,731	9	1%
JUVENILE	319	376	57	18%	868	882	14	2%
Y. A.	65	81	16	25%	203	207	4	2%
PERIOD.	204	103	-101	-50%	455	341	-114	-25%
AUDIO	13	13	0	0%	38	36	-2	-5%
VIDEO	1,065	1,320	255	24%	3,015	3,508	493	16%
DIGITAL MEDIA	90	103	13	14%	294	319	25	9%
TOTAL	2,325	2,573	248	11%	6,595	7,024	429	7%
SYSTEM								
ADULT	4,244	4,248	4	0%	12,365	12,362	-3	0%
JUVENILE	2,865	2,573	-292	-10%	7,858	7,587	-271	-3%
Y. A.	694	685	-9	-1%	1,832	1,967	135	7%
PERIOD.	931	822	-109	-12%	2,581	2,410	-171	-7%
AUDIO	256	284	28	11%	720	766	46	6%
VIDEO	7,166	7,552	386	5%	20,930	22,521	1,591	8%
DIGITAL MEDIA	359	411	52	14%	1,174	1,276	102	9%
TOTAL	16,515	16,575	60	0%	47,460	48,889	1,429	3%
ELWOOD FRANKTON HAZELBAKER								
TRAFFIC	9,519	2,181	1,273					
REF.	87	13	0					
ASSIST.	1,448	202	287					
COMP./WIRE	1,972/371	454/66	363/71					
PROG. A.	5/12	3/37	3/42					
J.	26/292	7/64	10/49					

TECH SERVICES PROCESSED 1,965 ITEMS.

Processed by Trisha Shuler

TRANSMISSION VERIFICATION REPORT

TIME : 03/07/2013 16:27
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 03/07 16:27
FAX NO./NAME CALL LEADER
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 03/07/2013 16:28
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 03/07 16:27
FAX NO./NAME HERALD
DURATION 00:00:25
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

March 11, 2013

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
- New Business
 1. Reconciliation of Operating Funds
 2. Long Range Plan Update
 - a. Programming and Outreach Manager
 - b. Digitizing Elwood Call Leader Microfilm
 3. Purchasing Laptops – McKnight Estate

Please publish on Friday or Saturday and again on Monday

Thank you

Agenda

March 11, 2013

North Madison County Public Library System
Board of Trustees

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5:00 P.M.

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 1. Reconciliation of Operating Funds
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 - b. Digitizing Elwood Call Leader Microfilm
 3. Purchasing Laptops – McKnight Estate

Agenda

April 8, 2013

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

1. Long Range Plan Update

New Business

1. Scanning vs. Faxing
2. Overhead Projector Check Out
3. Transfer to LIRF from Operating Fund

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

BOARD OF TRUSTEES

Regular Meeting

April 8, 2013

5:00pm

Ralph E. Hazelbaker Library

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on April 8, 2013 at 5:00pm in the meeting room of the Ralph E. Hazelbaker Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Kevin Sipe, Wayne Davidson, Bette Dalzell and Mike Robertson. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

OLD BUSINESS

Long Range Plan Update

The library had not received official information about the 2011-2013 long range plan submitted December 2010, until a letter dated August 9, 2012 was received that explained the long range plan did not meet certain requirements. Then an E-mail was received from Roberta Brooker stating to disregard the letter. In January 2013 the library board voted to hire Martha Catt, strategic planning consultant to assist with the 2013 strategic plan. A letter dated March 29, 2013 was received which told the library's 2011-2013 long range plan did not include community needs, which needs to be included to meet standards. Steven Schmidt, Library Development Office Supervisor, has directed that a letter needs to be written to ask for a waiver and explain future plans of how the plan will be corrected and include firm dates for completion. The letter needs to be written before April 12 addressed to the Indiana Library and Historical Board who will meet on April 26, 2013 for a determination. The letter was presented to the board for approval. It was approved with the exception of removing the word "mistakenly" in the first paragraph. Also include a hard copy of the E-mail from Roberta Brooker that states to disregard the letter.

Martha Catt has set a time line for proposed strategic planning. The board was asked "Why do we want to go through this process". Responses included: to find what the community wants. It was voiced that this is a very valuable process. When this process was used before, it was to make sure new facilities were built that would meet community needs; now we need to make sure we are meeting those needs and using our facilities the best way possible.

The next step is to find community partners to help achieve these goals, the board was asked to suggest names of local people to serve on the planning committee. It was suggested that all townships in the serving area be represented. The total committee should consist of approximately twenty five members. Don't invite anyone at this time;

however, remember who suggested them, so they can be the one to approach the person to see if they would be willing to serve on the committee. Try to diversify members to represent different areas of interest. Several potential individuals were suggested to serve on the committee. Martha Catt and the Director will meet during the week of April 26th to discuss how to inform potential planning committee members. They should be given two or three weeks to respond and then a letter should be sent telling them when the meetings will be held. It was suggested the last part of May or the first part of June for the first meeting, but try to avoid dates that are at the same time as graduation or other meetings. One member of the NMCPLS board of directors should serve on the planning committee. The first meeting could be held the week of May 20 or May 26 with two weeks between meetings.

The board was given a list of eighteen library service responses and asked to choose their top nine points of interest. They are: Connect to the Online World; Create Young Readers; Discover Your Roots; Know Your Community; Make Career Choices; Satisfy Curiosity; Stimulate Imagination; Succeed in School; Visit a Comfortable Place.

NEW BUSINESS

Scanning vs. Faxing

A decision does not need to be made at this time. We are able to use our copier and send as a PDF to an E-mail. If a document contains a Social Security number it should be faxed and not E-mailed.

Overhead Projector Check Out

Mike Robertson made a motion to charge a \$30 deposit to check out the library's overhead projector for seven business days and to fill out a check out form. Wayne Davidson made a second and the motion carried.

Transfer to LIRF from Operating Fund

Mike Robertson made a motion to transfer \$7,000 from the Operating Fund into the Library Improvement Reserve Fund. Wayne Davidson made a second and the motion carried.

DIRECTOR'S REPORT

The Elwood branch has been having water issues which has caused backup of all drains at that facility. The Elwood Water Company has been good about coming to clean the lines at no charge. They do not have a camera to check the drains. When the problem is taken care of, the mats at the front and back entrances will be taken to the car wash and cleaned. The in-service day was a success, with some staff members stating it was the best one yet. There were getting acquainted activities to help the new staff members. Bill Anderson from the Indiana State Library conducted two sessions and Officer Brizendine conducted a session on meth labs which was very informative.

National Library Week will be held the week of April 15 through 20. Several programs are scheduled. Brad Willoughby, Master Gardener, will be at Elwood on Monday from 10-12am to speak about heirloom plants; Darlene Trusty, Master Gardener will be at

Frankton on Tuesday from 7-8 to speak about Fairy and Zombie Gardens; Amber Dulin will be at Elwood on Friday from 4-5 to tell about her book "Wilma and the Waffle House"; Steve Jackson will be at Elwood on Wednesday from 1-3 to speak on Madison County Trivia; Deborrah Wyndham, pianist, will be at Summitville on Monday from 1-2 to perform Ragtime Music and at Elwood from 7-8pm.

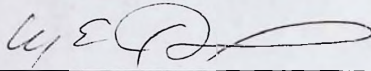
Molly Taylor has been hired for Elwood Youth Service and Dorothy Goss has been hired for Elwood Adult Service. They are both very good and will be working 20 hours per week.

The State Library has hired two interns who will be investigating and conducting workshops to help small employers understand and implement the Affordable Health Care Act.

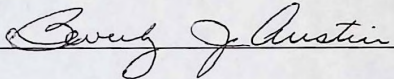
Public comment was sought, none was forthcoming.

Kevin Sipe made a motion to adjourn, Mike Robertson made a second and the motion carried.

Bette Dalzell, Secretary



Julie Bitterhouse
Michael Robertson



Beverly J. Austin



North Madison County Public Library System
 1600 Main Street
 Elwood, IN 46036 Phone: (765) 552-5001 Fax: (765) 552-0955

Executive Session Agenda
 February 6th, 2013
 Ralph E. Hazelbaker Library Meeting Room
 1013 West Church Street
 Summitville, IN 46070
 Immediately following regularly scheduled meeting
 IC 5-14-1.5-6.1 (b)

Executive sessions may be held only in the following instances:

- (1) Where authorized by federal or state statute.
- (2) For discussion of strategy with respect to any of the following:
 - (A) Collective bargaining.
 - (B) Initiation of litigation or litigation that is either pending or has been threatened specifically in writing.
 - (C) The implementation of security systems.
 - (D) The purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties. However, all such strategy discussions must be necessary for competitive or bargaining reasons and may not include competitive or bargaining adversaries.
- (3) For discussion of the assessment, design, and implementation of school safety and security measures, plans, and systems.
- (4) Interviews and negotiations with industrial or commercial prospects or agents of industrial or commercial prospects by the Indiana economic development corporation, the office of tourism development, the Indiana finance authority, the ports of Indiana, an economic development commission, the Indiana state department of agriculture, a local economic development organization (as defined in IC 5-28-11-2(3)), or a governing body of a political subdivision.
- (5) To receive information about and interview prospective employees.
- (6) With respect to any individual over whom the governing body has jurisdiction:
 - (A) To receive information concerning the individual's alleged misconduct; and
 - (B) To discuss, before a determination, the individual's status as an employee, a student, or an independent contractor who is:
 - (i) a physician; or
 - (ii) a school bus driver.
- (7) For discussion of records classified as confidential by state or federal statute.
- (8) To discuss before a placement decision an individual student's abilities, past performance, behavior, and needs.
- (9) To discuss a job performance evaluation of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.
- (10) When considering the appointment of a public official, to do the following:
 - (A) Develop a list of prospective appointees.
 - (B) Consider applications.
 - (C) Make one (1) initial exclusion of prospective appointees from further consideration.

Notwithstanding IC 5-14-3-4(b)(12), a governing body may release and shall make available for inspection and copying in accordance with IC 5-14-3-3 identifying information concerning prospective appointees not initially excluded from further consideration. An initial exclusion of prospective appointees from further consideration may not reduce the number of prospective appointees to fewer than three (3) unless there are fewer than three (3) prospective appointees. Interviews of prospective appointees must be conducted at a meeting that is open to the public.
- (11) To train school board members with an outside consultant about the performance of the role of the members as public officials.
- (12) To prepare or score examinations used in issuing licenses, certificates, permits, or registrations under IC 25.

NORTH MADISON COUNTY PUBLIC LIBRARY
 BOARD OF TRUSTEES
 EXECUTIVE SESSION
 April 8th, 2013
 Immediately Following Regular Meeting
 IC 5-14-1.5-6.1 (b)

CALL TO ORDER

President Leslie Rittenhouse called an executive session of the North Madison County Public Library Board of Trustees to order on April 8th, 2013 at 6:20 pm in the meeting room of the Ralph E. Hazelbaker Library.

CALL FOR QUORUM

Members present were Leslie Rittenhouse, Kevin Sipe, Bette Dalzell, Wayne Davidson and Michael Robertson.

BUSINESS

The meeting was held to discuss a job performance evaluation of an individual employee. IC 5-14-1.5-6.1 (b)(9). No other subject matter was discussed in the executive session other than the subject matter specified in the public notice.

With no objections the meeting was adjourned.

 Bette Dalzell, Secretary

 Leslie Rittenhouse
 Michael Robertson

 Betsy J. Austin

TRANSMISSION VERIFICATION REPORT

TIME : 04/04/2013 13:58
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER. # : BROF2V374540

DATE, TIME 04/04 13:58
 FAX NO./NAME HERALD
 DURATION 00:00:35
 PAGE(S) 02
 RESULT OK
 MODE STANDARD
 ECM

Agenda

April 8, 2013

North Madison County Public Library System
 Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
 5:00 P.M.

Call to Order
 Call for Quorum
 Minutes
 Claims Register & Checks
 Old Business
 1. Long Range Plan Update
 New Business
 1. Scanning vs. Faxing
 2. Overhead Projector Check Out
 3. Transfer to LIRF from Operating Fund
 Director's Report
 Public Comment

*Please publish on
 Friday or Saturday
 and again on
 Monday.
 Thank you*

TRANSMISSION VERIFICATION REPORT

TIME : 04/04/2013 13:49
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER. # : BROF2V374540

DATE, TIME 04/04 13:49
 FAX NO./NAME CALL LEADER
 DURATION 00:00:25
 PAGE(S) 02
 RESULT OK
 MODE STANDARD
 ECM

Agenda

April 8, 2013

North Madison County Public Library System
 Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
 5:00 P.M.

Call to Order
 Call for Quorum
 Minutes
 Claims Register & Checks
 Old Business
 1. Long Range Plan Update
 New Business
 1. Scanning vs. Faxing
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 Public Comment

Register Of Claims

North Madison County Public Library System

Report Date: From 3/12/13 To 4/8/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	203	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	3/27/13	P/R ENDING 3/23/13
				Total this claim =	<u>\$95.00</u>		
0	207	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,435.88	3/27/13	PAYROLL DEDUCTIONS FOR MARCH
			County Taxes Withheld	Payroll Deductions	\$667.06		
				Total this claim =	<u>\$2,102.94</u>		
0	190	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	3/13/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,011.33		
			Operating Fund	Wages of Janitor	\$1,196.00		
				Total this claim =	<u>\$19,220.94</u>		
0	205	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont INPRS	\$1,291.27	3/27/13	P/R ENDING 3/23/13
			PERF	Payroll Deductions	\$503.89		
				Total this claim =	<u>\$1,795.16</u>		
0	202	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,509.92	3/27/13	PR/ ENDING 3/23/13
			FICA	Payroll Deductions	\$1,223.70		
			Federal Taxes Withheld	Payroll Deductions	\$2,113.51		
			Medicare	Payroll Deductions	\$286.20		
				Total this claim =	<u>\$5,133.33</u>		
0	201	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	3/27/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,501.73		
			Operating Fund	Wages of Janitor	\$1,222.00		
				Total this claim =	<u>\$19,737.34</u>		
0	200	NORTH MADISON COUNTY PU	Operating Fund	Other	\$5.48	3/13/13	TO RECONCILE BOOKS AFTER THEFT
				Total this claim =	<u>\$5.48</u>		
0	194	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont INPRS	\$1,291.76	3/13/13	P/R ENDING 3/9/13
			PERF	Payroll Deductions	\$504.03		
				Total this claim =	<u>\$1,795.79</u>		
0	192	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	3/13/13	P/R ENDING 3/9/13
				Total this claim =	<u>\$95.00</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	191	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,470.41	3/13/13	P/R ENDING 3/9/13
			FICA	Payroll Deductions	\$1,191.70		
			Federal Taxes Withheld	Payroll Deductions	\$2,129.15		
			Medicare	Payroll Deductions	\$278.71		
				Total this claim =	<u>\$5,069.97</u>		
28230	199	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$96.21	3/13/13	As per attached invoices.
				Total this claim =	<u>\$96.21</u>		
28231	196	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$140.00	3/13/13	SNOW REMOVAL - SUMMITVILLE
				Total this claim =	<u>\$140.00</u>		
28232	198	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$20.12	3/13/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	<u>\$20.12</u>		
28233	193	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	3/13/13	P/R ENDING 3/9/13
				Total this claim =	<u>\$450.00</u>		
28234	197	ROTO-ROOTER INDIANA	Operating Fund	Professional Services	\$219.00	3/13/13	DRAIM ISSUES - SUMMITVILLE
				Total this claim =	<u>\$219.00</u>		
28235	195	TRISHA SHULER	Operating Fund	Traveling Expense	\$59.20	3/13/13	MILEAGE
				Total this claim =	<u>\$59.20</u>		
28236	208	AMERICAN LEGION	Operating Fund	Operating Supplies	\$60.00	3/27/13	AMERICAN FLAGS - FRANKTON
				Total this claim =	<u>\$60.00</u>		
28237	209	AT&T	Operating Fund	Telephone & Telegraph	\$94.70	3/27/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$94.70</u>		
28238	210	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$49.58	3/27/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	\$5.46		
				Total this claim =	<u>\$55.04</u>		
28239	211	BANC OF AMERICA LEASING	Operating Fund	Equipment/Rental	\$366.00	3/27/13	LEASE KONICA MINOLTA COPIER
				Total this claim =	<u>\$366.00</u>		
28240	212	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,474.69	3/27/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$401.47		
				Total this claim =	<u>\$1,876.16</u>		
28241	204	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	3/27/13	P/R ENDING 3/23/13
				Total this claim =	<u>\$450.00</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>
28242	205	MEDICAL MUTUAL OF OHIO	Insurance	Payroll Deductions	\$905.19	3/27/13	HEALTH INSURANCE 4/1/13 - 5/1/13
			Operating Fund	Emp Cont Group Ins	\$8,980.76		
				Total this claim =	\$9,885.95		
28243	213	OVERDRIVE, INC	Operating Fund	Ebook Services	\$3,000.00	3/27/13	E BOOKS - ELWOOD
				Total this claim =	\$3,000.00		
28244	214	PITNEY BOWES	Operating Fund	Equipment/Rental	\$129.00	3/27/13	POSTAGE METER LEASE
				Total this claim =	\$129.00		
28245	215	TOWN OF FRANKTON	Operating Fund	Electricity	\$344.25	3/27/13	UTILITIES - FRANKTON
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	\$362.25		
28246	216	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	3/27/13	UTILITES - SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	\$55.30		
28247	217	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$794.13	3/27/13	SERVICE FOR ELWOOD & FRANKTON
			Operating Fund	Gas	\$190.27		
				Total this claim =	\$984.40		
28248	218	AT&T	Operating Fund	Telephone & Telegraph	\$197.91	4/8/13	SERVICEFOR ELWOOD
				Total this claim =	\$197.91		
28249	247	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,266.91	4/8/13	As per attached invoices.
			Operating Fund	Elwood Childrens	\$980.73		
			Operating Fund	Elwood YA	\$495.74		
			Operating Fund	Frankton	\$1,640.83		
			Operating Fund	Summitville	\$1,801.86		
			Operating Fund	Elwood AV	\$198.64		
			Gift	Elwood Children's Programing	\$8.40		
			Gift	Frankton Programing	\$528.75		
			Operating Fund	Frankton AV	\$115.79		
			Operating Fund	Summitville AV	\$86.14		
				Total this claim =	\$8,123.79		
28250	229	BARBARA MCADAMS	Operating Fund	Operating Supplies	\$7.00	4/8/13	PETTY CASH REIMBURSEMENT
			Operating Fund	Frankton Programing	\$34.54		
				Total this claim =	\$41.54		
28251	219	BOSE, MCKINNEY & EVANS LL	Operating Fund	Legal Services	\$157.50	4/8/13	LEGAL SERVICE
				Total this claim =	\$157.50		

<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>
28252	220	CDW GOVERNMENT, INC.	Operating Fund	Technology Equipment	\$6,091.54	4/8/13	As per attached invoices.
				Total this claim =	<u>\$6,091.54</u>		
28253	221	CINTAS CORPORATION	Operating Fund	Cleaning & Sanitation Supplies	\$115.76	4/8/13	As per attached invoices.
				Total this claim =	<u>\$115.76</u>		
28254	222	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$212.36	4/8/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$212.36</u>		
28255	223	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$340.00	4/8/13	SNOW REMOVAL - FRANKTON
				Total this claim =	<u>\$340.00</u>		
28256	246	DEBORRAH WYNDHAM	Operating Fund	Summitville Programing	\$200.00	4/8/13	PROGRAM APRIL 4, 2013
				Total this claim =	<u>\$200.00</u>		
28257	225	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$30.70	4/8/13	AD PART TIME CLERK
				Total this claim =	<u>\$30.70</u>		
28258	224	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,481.48	4/8/13	INTERNET ACCESS
				Total this claim =	<u>\$1,481.48</u>		
28259	226	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$322.77	4/8/13	As per attached invoices.
				Total this claim =	<u>\$322.77</u>		
28260	227	FRONTIER	Operating Fund	Telephone & Telegraph	\$162.88	4/8/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$162.88</u>		
28261	228	GLOBAL GOVT/ED SOLUTION	Operating Fund	Furniture & Equipment	\$273.15	4/8/13	As per attached invoices. Digital
			Operating Fund	Automation	\$119.92		Projector
			Operating Fund	Technology Equipment	\$1,248.32		
			Operating Fund	Techology Software	\$424.72		
				Total this claim =	<u>\$2,066.11</u>		
28262	230	HORTON & SONS OF ELWOO	Operating Fund	Operating Supplies	\$273.69	4/8/13	As per attached invoices.
				Total this claim =	<u>\$273.69</u>		
28263	231	KEITH BALDWIN	Operating Fund	Professional Services	\$457.00	4/8/13	CABINET WORK AT SUMMITVILLE
				Total this claim =	<u>\$457.00</u>		
28264	232	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$131.50	4/8/13	As per attached invoices.
			Operating Fund	Operating Supplies	\$156.92		
				Total this claim =	<u>\$288.42</u>		

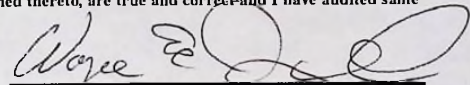
Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation	
28265	233	MARSH SUPERMARKET	Operating Fund	Frankton Programing	\$18.75	4/8/13	As per attached invoices.	
				Operating Fund	Summitville Programing			\$29.49
				Operating Fund	Elwood Children's Programing			\$10.22
				Total this claim =				\$58.46
28266	234	MIDWEST COLLABORATIVE F	Operating Fund	Dues	\$125.00	4/8/13	As per attached invoices.	
				Operating Fund	Professional Meetings			\$59.00
				Total this claim =				\$184.00
28267	245	MIDWEST TAPE	Operating Fund	Frankton AV	\$165.92	4/8/13	As per attached invoices.	
				Operating Fund	Elwood AV			\$1,893.20
				Operating Fund	Summitville AV			\$489.78
				Operating Fund	Book Processing			\$334.90
Total this claim =		\$2,883.80						
28268	235	MODERN MARKETING	Operating Fund	Elwood Children's Programing	\$128.36	4/8/13	As per attached invoices.	
				Total this claim =				\$128.36
28269	236	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$199.77	4/8/13	As per attached invoices.	
				Total this claim =				\$199.77
28270	237	PATRICIA McDANIEL	Operating Fund	Elwood Adult	\$20.00	4/8/13	COOKBOOK	
				Total this claim =				\$20.00
28271	238	PURCHASE POWER	Operating Fund	Postage & UPS	\$419.99	4/8/13	POSTAGE FOR METER	
				Total this claim =				\$419.99
28272	239	QUILL CORPORATION	Operating Fund	Office Supplies	\$107.97	4/8/13	As per attached invoices.	
				Operating Fund	Furniture & Equipment			\$344.99
				Total this claim =				\$452.96
28273	240	RAMSAY BUSINESS PRODUCT	Operating Fund	Office Supplies	\$34.19	4/8/13	As per attached invoices.	
				Operating Fund	Office Supplies			\$10.00
				Total this claim =				\$44.19
28274	241	STERLING COMPUTER PROD	Operating Fund	Office Supplies	\$213.83	4/8/13	TONER	
				Total this claim =				\$213.83
28275	242	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$69.67	4/8/13	As per attached invoices.	
				Total this claim =				\$69.67
28276	248	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	4/8/13	LEASE RICOH COPIER	
				Total this claim =				\$149.00
28277	243	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$111.63	4/8/13	As per attached invoices.	
				Total this claim =				\$111.63

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
28278	244	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$148.21	4/8/13	SERVICE FOR SUMMITVILLE
Total this claim =					\$148.21		

Total Amount of Claims \$99,001.60

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

Thursday, April 04, 2013

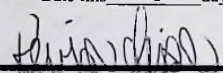
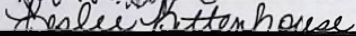
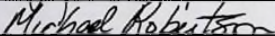

 Fiscal Officer

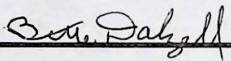
ALLOWANCE OF VOUCHERS

(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 April, 2013.



SIGNATURES OF GOVERNING BOARD

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



STATE OF INDIANA

Roberta Brooker, State Librarian

Mitchell E. Daniels, Jr., Governor

INDIANA STATE LIBRARY
140 North Senate Avenue
Indianapolis, IN 46204
Phone: (317) 232-3675
Fax: (317) 232-3728
TDD: (317) 232-7763

August 9, 2012

Jamie Scott, director
North Madison County Public Library System
1600 Main St
Elwood, IN 46036-2023

Dear Jamie,

Upon our review of your most recent annual report, the State Library finds that it is in need of some additional information to determine whether the North Madison County Public Library System complies with the new public library standards (590 IAC 6) which went into effect on January 1, 2011. You will need to make sure that you comply with these standards by the end of 2012.

Please verify the following information:

Long Range Plan:

- Lacks statement of community needs.
- Lacks statement of community goals.
- Lacks an assessment of facilities
- Lacks an assessment of services
- Lacks an assessment of technology
- Lacks an ongoing annual evaluation process.
- Lacks financial resources and sustainability.
- Lacks collaboration with public libraries

Standards

- Internet policy not publicly posted: 590 IAC 6-1-4 (k)(5)(c)(3)

The Library Development Office staff welcomes your comments and questions, and we would be glad to help as you work with these standards. Please feel free contact either of our Public Library Services Consultants, or myself, if you have any questions:

Edie Huffman
Public Library Services Consultant
317-232-3681
ehuffman@library.in.gov

Karen Ainslie
Public Library Services Consultant
317-232-1938
kainslie@library.IN.gov

The LDO office can also be reached toll-free at 1-800-451-6028. Our fax number is 317-232-0002.

Sincerely,

Steven J. Schmidt
LDO Supervisor
317-232-3715
steschmidt@library.in.gov



STATE OF INDIANA

Roberta L. Brooker, State Librarian

Michael R. Pence, Governor

INDIANA STATE LIBRARY

140 North Senate Avenue
Indianapolis, IN 46204
Phone: (317) 232-3675
Fax: (317) 232-3728
TDD: (317) 232-7763

22 March 2013

Jamie Scott
North Madison County Public Library System
208 Keller Avenue
Elwood, IN 46036-2023

Dear Jamie,

The new Standards for Public Libraries (590 IAC 6) became effective on January 1, 2011 for all Indiana public libraries. The Indiana State Library sends out a Public Library Annual Report annually to survey every public library. One component of the report is to determine each library's compliance with Public Library Standards.

Please be advised, that if a public library is not in compliance with Standards, then that library would not be eligible to receive state subsidized services, including: subsidies for INfo Express; IN-Share ILL services; Evergreen Indiana; LSTA grants; E-rate funds; Internet Connectivity Funding; Access Point, free WebJunction Courses; and sponsored Lyrasis Courses.

Based upon your answers provided in your 2012 Public Library Annual Report, the State Library has determined that the issues listed below would prevent the North Madison County Public Library System from meeting Public Library Standards for 2012.

- 13-037 Does the long range plan include a statement of community needs and goals? No
13-038 Does the long range plan include measurable objectives and service goals? No
13-039 Does the long range plan include an assessment of facilities and operations? No
13-040 Long range plan includes ongoing annual evaluation process. No
13-041 Long range plan includes financial resources and sustainability? No
13-042 Does the long range plan include collaboration with other libraries? No

Please review your answers to determine if the Library Development Office (LDO) has incorrect information. If the answer is accurate, state how you plan to correct the problem to be in compliance with Standards. Review the information above and contact the LDO by April 12, 2013 with the accurate information or the corrected information, and/or a plan to correct these omissions with dates of completion included. Waivers can be requested from the Indiana Library & Historical Board, but they will want to know how your library plans to correct the problem(s) in the future.

To review the current standards and sample templates for some of the required components, please visit http://www.in.gov/library/standards.htm

LDO staff welcomes your feedback and will provide support and guidance as you work to meet Standards. Please feel free to contact either of our Public Library Services Consultants, or myself, if you have any questions:

Edie Huffman
Public Library Services Consultant
317-232-3681
ehuffman@library.in.gov

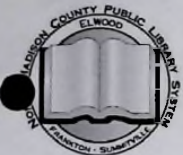
Karen Ainslie
Public Library Services Consultant
317-232-1938
kainslie@library.in.gov

The LDO office can also be reached toll-free at 1-800-451-6028.

[Handwritten signature]

Bill Anderson
317-517-1738

Sincerely,
Steven J. Schmidt, LDO Supervisor



North Madison County Public Library System
1600 Main Street
Elwood, IN 46036 Phone: (765) 552-5001 Fax: (765) 552-0955

Monday, April 08, 2013

Robert Barcus
Chairman
Indiana Library and Historical Board
315 W. Ohio St
Indianapolis, IN 46202

Dear Mr. Barcus,

The North Madison County Public Library Board of Trustees and I are kindly requesting a waiver for having a long range plan that does not meet current public library standards. On December 13, 2010 the NMCPLS Library Board of Trustees approved a 3 year long range plan. This plan was immediately submitted to the Indiana State Library's Library Development Office for compliance review. The first correspondence I received was in August 2012 in the form of a letter from this same office stating that our long range plan did not meet certain requirements. Immediately after receiving this letter we received an e-mail from Roberta Brooker to ignore this letter. Mistakenly, I waited to receive another letter concerning our compliance with standards. We did not receive one. In December 2012, I contacted Edythe Huffman to ask about the compliance of our long range plan. I was verbally informed at that time our long range plan did not meet requirements.

In January 2013, the North Madison County Public Library Board of Trustees hired the strategic planning consultant, Martha Catt, to assist us in determining the needs of our communities and to develop goals and objectives to meet those needs. We are currently putting together a list of community members to serve on the planning committee. In May and June of 2013 we will hold two planning committee meetings to discuss and decide the needs of our communities and then determine how the library can best plan to meet those needs. July through November 2013, I will be writing the plan. No later than November 30th, 2013, a strategic plan will be submitted to the Indiana State Library's Library Development Office for approval to meet 2013 public library standards.

Sincerely,

Jamie Scott
Director

Leslie Rittenhouse
President of the NMCPLS Library Board of Trustees

Proposed Strategic Planning Time Line for the North Madison County Public Library

Library Board Meetings are held on 2nd Monday of each month.

Reading Assignment: pages 3-12 and 143-237 in Sandra Nelson's book about

- Reasons for Planning.
- Planning Committee
- Service Responses.

2nd Monday:

- The Library Board will identify the reasons that they want to develop a strategic plan. "Begin with the end in mind." How will the Board members know that this project has been successful? What tangible and/or intangible results do they want to have when the project ends?
- The Library Board will provide suggestions for names of local persons who might be considered to participate on the Planning Committee. Also record the "important constituencies in the community" that each candidate will represent. Overlap is OK among constituencies if there is a good reason. Constituencies include: services to seniors, preschool age children, school age children, high school age children, businesses, nonprofits, local government, churches, schools, etc. [Attached is a list of the Planning Committees for two client public libraries.]

[CAUTION: Please contact Martha Catt before inviting anyone to serve on the Planning Committee. You will receive a packet outlining how to invite people to serve on this committee along with helpful hints and relevant information to share with candidates. Be sure the Board and the staff know that the invitations are not to be issued until after you receive and review this packet of information.]

- Discuss with the Board when they think the best dates would be for us to meet with the Planning Committee. Consider other significant events that may be happening in your community, e.g. high school graduation.

Additional Information about PC Meetings: We would need to give the Planning Committee about two to three weeks to respond to your invitation to participate in the first meeting. Then there needs to be about three to four weeks in between the two meetings with the Planning Committee. This will give you and I time to compile a record of what was said at the first committee meeting and plan for the second meeting.

- Ask your Board to study the 18 Service Responses that are on pages 143-217 of the Nelson book. Ask the Board to eliminate about 9 of the 18 Service Responses listed. This elimination will serve to make the task easier for the Planning Committee, Board and Staff. Note: Remember this book was written for large libraries. I recommend that a library end of up about two or three service responses in the final plan. There is overlap among the Service Responses. Also just because you select a final two or three Service Responses does not mean that you will no longer be providing services related to the other service responses. Think about it this way: The final choices will reflect where you will focus most of your local resources.

Following week:

- Ask staff and other knowledgeable people in the community for additional suggestions of names of community leaders to serve on the Planning Committee. Keep a note who suggests which people. Those who make the suggestions will be the most successful in issuing the invitations.

Seven days later:

- A final list of about 25 names of community leaders will be compiled and shared with Martha. Also provide the local affiliations that each candidate has in the community. Some may have more than one significant affiliation. [Send via email.] In addition, I recommend that you have at least one Library Board member on the Committee, a member of the Friends of the Library, and perhaps another person who represents a significant committee that is affiliated with the Library. Examples might be a Leasing Corporation, Library Foundation or Community Foundation. Also I recommend that you have one or two high school seniors who are library users and are able to voice their opinions to adults.

Within a couple of business days:

- Jamie and Martha will discuss the above matters on the phone. Note: At any time, I am willing to travel to your library rather than meet on the phone. It just costs more. I will leave this up to your discretion.

Remember do not issue any invitations until we have had an opportunity to discuss you list with each other.

FIGURE 18

Library Service Responses

Be an Informed Citizen: Local, National, and World

Affairs Residents will have the information they need to support and promote democracy, to fulfill their civic responsibilities at the local, state, and national levels, and to fully participate in community decision making.

Build Successful Enterprises: Business and Nonprofit

Support Business owners and nonprofit organization directors and their managers will have the resources they need to develop and maintain strong, viable organizations.

Celebrate Diversity: Cultural Awareness Residents will have programs and services that promote appreciation and understanding of their personal heritage and the heritage of others in the community.

Connect to the Online World: Public Internet Access

Residents will have high-speed access to the digital world with no unnecessary restrictions or fees to ensure that everyone can take advantage of the ever-growing resources and services available through the Internet.

Create Young Readers: Early Literacy

Children from birth to five will have programs and services designed to ensure that they will enter school ready to learn to read, write, and listen.

Discover Your Roots: Genealogy and Local History

Residents and visitors will have the resources they need to connect the past with the present through their family histories and to understand the history and traditions of the community.

Express Creativity: Create and Share Content

Residents will have the services and support they need to express themselves by creating original print, video, audio, or visual content in a real-world or online environment.

Get Facts Fast: Ready Reference

Residents will have someone to answer their questions on a wide array of topics of personal interest.

Know Your Community: Community Resources and

Services Residents will have a central source for information about the wide variety of programs, services, and activities provided by community agencies and organizations.

Learn to Read and Write: Adult, Teen, and Family

Literacy Adults and teens will have the support they need to improve their literacy skills in order to meet their personal goals and fulfill their responsibilities as parents, citizens, and workers.

Make Career Choices: Job and Career Development

Adults and teens will have the skills and resources they need to identify career opportunities that suit their individual strengths and interests.

Make Informed Decisions: Health, Wealth, and Other Life

Choices Residents will have the resources they need to identify and analyze risks, benefits, and alternatives before making decisions that affect their lives.

Satisfy Curiosity: Lifelong Learning

Residents will have the resources they need to explore topics of personal interest and continue to learn throughout their lives.

Stimulate Imagination: Reading, Viewing, and Listening

for Pleasure Residents who want materials to enhance their leisure time will find what they want when and where they want them and will have the help they need to make choices from among the options.

Succeed in School: Homework Help

Students will have the resources they need to succeed in school.

Understand How to Find, Evaluate, and Use Information:

Information Fluency Residents will know when they need information to resolve an issue or answer a question and will have the skills to search for, locate, evaluate, and effectively use information to meet their needs.

Visit a Comfortable Place: Physical and Virtual Spaces

Residents will have safe and welcoming physical places to meet and interact with others or to sit quietly and read and will have open and accessible virtual spaces that support networking.

Welcome to the United States: Services for New

Immigrants New immigrants and refugees will have information on citizenship, English Language Learning, employment, public schooling, health and safety, available social services, and any other topics that they need to participate successfully in American life.

Strategic Planning for Small & Medium Sized Public Libraries – ILF 2011

2010 Mooresville Public Library Community Planning Committee

- CEO, a local business
- Business Owner/Relay for Life Coordinator [fundraising]
- CEO, Morgan County Economic Development Corp.
- Bank President & member of local civic organization
- Morgan County Councilman, local businessman
- Library patron, used library's technology
- Pastor's wife
- Marketing Director, Morgan Co. Community Foundation
- Director, United Way of Morgan County
- Director, Churches in Mission
- Director, Mooresville Senior Center
- Pastor, local church
- Senior Coordinator, Meadow Lakes Assisted Living
- High School Students [2]
- Director, Day Care
- Tennis Coach and Teacher
- Elementary School Principal [Public]
- College Student
- Treasurer, Friends of the Library
- Library staff & Home school parent
- Library Board President, retired teacher
- Library Director

2011 Hussey-Mayfield Memorial Public Library Community Planning Committee

- Elementary School Principal [Public]
- Director, Zionsville Nature Center
- Director, Zionsville Chamber of Commerce
- Director, Zionsville Boys & Girls Club
- Pastors, two local churches
- Administrator, Public School District
- Home school parent
- Director, Youth as Resources
- Library Director, Sullivan Museum
- Former President, Am. Assn. of Retired Persons
- President, Zionsville Town Council & former Library Board member
- Boone County Auditor & Library Leasing Corporation member
- Boone County Councilman & High School History Teacher
- Director, United Way of Boone County
- President, Public School Board
- President, Friends of the Library
- Library Teen Council member & high school student
- President, Library Board, Library Foundation Board & Teacher
- Member, Library Board, Library Foundation Board & Zionsville Boys & Girls Club Board
- Member, Library Leasing Corporation & Business Planning Consultant

Summary of Strategic Planning Process for Small & Medium Sized Public Libraries

The Planning Process that has been endorsed by the Public Library Association of the American Library Association is outlined in a book written by Sandra Nelson titled Strategic Planning for Results, Chicago: American Library Association, c2008. Series: PLA Results. ¹ Note that the techniques outlined by Nelson have been prepared with the large public library in mind. Nelson's system has been abbreviated and adapted for use by small and medium sized libraries. An outline of that adaptation follows:

Step 1: Library Board and key staff start by identifying the reasons for planning. See Step 1.1 on pages 5-7 in Nelson's book. Do your reasons go beyond fulfilling the State Library's requirement² that each public library must have a 'long range plan'? Specify the outcomes that you want from planning.

Step 2: The Library Board will decide if they wish to hire an outside consultant to help with the planning process. Review pages 13-14. The consultant will serve as an advisor to the Director and the Board regarding the planning process. The consultant will also facilitate two meetings with the community planning committee.

Step 3: Develop a calendar for the planning process and prepare the staff for planning. Review pages 14-21.

Step 4: Select and invite Community Planning Committee members. A sample list of various community organizations and groups is on page 23. The Consultant will provide a list of organizations that other public libraries have used to select local committee members. Members of the 'library family' are also included on this committee, e.g. Board, staff, Friends, and volunteers. Also review page 28 regarding the purpose of this committee.

Step 5: Nelson provides a list of 18 "Service Responses". The Board will be asked to select the top 9 or 10 that they would like the Planning Committee to consider. See pages 143-214. A one page summary of the 18 Service Responses can be found on page 47.

Step 6: The facilitator will provide the information that will be presented to the Planning Committee for sessions #1 and #2. She will also provide a check list of all tasks that need to be completed in advance of and during each PC meeting.

Agenda Meeting #1: See pages 36-37.

Agenda Meeting #2: See pages 58-59.

Step 7: The facilitator will provide sample plans for content suggestions that are available on various library web sites. She will review the strengths and weaknesses of these plans with the Library Director and provide some tools that should help the Director in writing the Strategic Plan.

The facilitator does not write the plan but will critique the plan draft and share ideas with the Director. It usually takes the Director about six months to write a plan draft. Finally, the facilitator will provide suggestions for implementation of the strategic plan, communication regarding plan accomplishments and updating of the plan. The final plan draft will meet Indiana State Library Standards.

¹ Also review one page template for recommended contents of a long range plan found on the Indiana State Library's web site at <http://www.in.gov/library/standards.htm>

² From Indiana State Library Standards: (3) A long-range plan of service for between three (3) to five (5) years. The plan, updates, and revisions must be filed with the Indiana state library.

We have some very savvy patrons that have discovered our scanning services are free and our faxing services are not. Patrons are coming in and having us scan and e-mail 20 or so pages at one time. We have informed them that this will take a considerable amount of time and that we can only work on it as time allows, but free versus \$1.00 for the first page and 20 cents for each additional page to fax makes scanning a good deal. We have also tried to encourage the patron to use our public accessible scanner for a DIY project, but they do not want to learn and would rather wait for us.

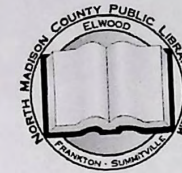
At Elwood we have made the process to scan much easier by using our scanner/copier/fax machine's top feeder to scan all the pages at once and then automatically e-mail it to a staff address. The staff member opens the e-mail and forwards the scanned image to the e-mail address of the patron's choice.

The branches currently do not have this capability and have to use a flatbed scanner to scan one page at a time and then e-mail each page which is very time consuming. We could improve this process in the future when the copiers at the branches need replaced.

What would happen if we lost our faxing revenue to free scanning? Last year the total fees collected for faxing were approximately \$10,000.

I am undecided on this one. I thought I would bring this to you and get your input. We could keep an eye on how many scans we have compared to faxes and wait until the end of year to see if we lost any revenue. Or we could charge the patron the same as we do for faxing if the staff member provides the scanning service but let the patron know they can scan for free if they would do it themselves. We offer a public scanner at Elwood and Summitville but the flatbed scanner at Frankton is behind the desk. It would not cost much to purchase another flatbed scanner to make available to the public at Frankton.

Name of Library	Faxing	Scanning
Pendleton Community Library	\$1.00 per page but not over \$5.00 total	Free
Lapel Branch Library	\$1.00 per page	?
Anderson Public Library	cost is whatever the vendor is charging	?
Fort Branch-Johnson Township Public Library	\$2.00 1st page/ \$1.00	Free requires USB drive
Bourbon Public Library	\$1.00 per page	\$.50 per page
Cambridge City Public Library	\$1.00/page Toll Free \$.50/page	Free/PDF
Jackson County Public Library	?	Requires patron to scan
Yorktown Library	Phone Co. doesn't charge for long distance calls – Faxing/Scanning – Free	
Oakland City-Columbia Township	\$1.50 first page/\$1.00	\$.50 per page (Plus with the money we were making on faxes, it would be a significant loss of revenue to give scanning away.)
Gas City-Mill Township Public Library	\$1.00 per page	Free
Starke County Public Library	\$1.50 per page	Free



Overhead Projector Check Out

A \$30 deposit is required to check out the library's overhead projector for 7 business days. Upon return of the overhead projector in working order the \$30 will be refunded.

Signature of Patron

Print Full Name

Address

Telephone Number

Date

Initialed by library staff member

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	APR 2012	APR 2013	Amount of Change	% OF Change	YTD 2012	YTD 2013	Amount of Change	YTD % OF Change
ELWOOD								
ADULT	2,713	2,526	-187	-7%	10,616	10,415	-201	-2%
JUVENILE	1,404	1,389	-15	-1%	6,262	6,036	-226	-4%
Y. A.	329	293	-36	-11%	1,260	1,456	196	16%
PERIOD.	569	435	-134	-24%	1,980	1,787	-193	-10%
AUDIO	117	188	71	61%	669	740	71	11%
VIDEO	4514	4,747	233	5%	18,114	19,889	1,775	10%
DIGITAL MEDIA	172	198	26	15%	758	836	78	10%
TOTAL	9,818	9,776	-42	0%	39,659	41,159	1,500	4%

FRANKTON

ADULT	889	908	19	2%	3,629	3,650	21	1%
JUVENILE	578	779	201	35%	2,710	2,837	127	5%
Y. A.	248	209	-39	-16%	946	806	-140	-15%
PERIOD.	221	260	39	18%	936	977	41	4%
AUDIO	34	61	27	79%	164	239	75	46%
VIDEO	1,522	1,267	-255	-17%	5,837	5,138	-699	-12%
DIGITAL MEDIA	86	100	14	16%	380	419	39	10%
TOTAL	3,578	3,584	6	0%	14,602	14,066	-536	-4%

HAZELBAKER

ADULT	583	501	-82	-14%	2,305	2,232	-73	-3%
JUVENILE	354	345	-9	-3%	1,222	1,227	5	0%
Y. A.	52	74	22	42%	255	281	26	10%
PERIOD.	72	98	26	36%	527	439	-88	-17%
AUDIO	7	16	9	129%	45	52	7	16%
VIDEO	972	1,218	246	25%	3,987	4,726	739	19%
DIGITAL MEDIA	86	99	13	15%	380	418	38	10%
TOTAL	2,126	2,351	225	11%	8,721	9,375	654	7%

SYSTEM

ADULT	4,185	3,935	-250	-6%	16,550	16,297	-253	-2%
JUVENILE	2,336	2,513	177	8%	10,194	10,100	-94	-1%
Y. A.	629	576	-53	-8%	2,461	2,543	82	3%
PERIOD.	862	793	-69	-8%	3,443	3,203	-240	-7%
AUDIO	158	265	107	68%	878	1,031	153	17%
VIDEO	7,008	7,232	224	3%	27,938	29,753	1,815	6%
DIGITAL MEDIA	344	397	53	15%	1,518	1,673	155	10%
TOTAL	15,522	15,711	189	1%	62,982	64,600	1,618	3%

ELWOOD FRANKTON HAZELBAKER

TRAFFIC	9,614	2,138	1,415					
REF.	73	18	0					
ASSIST.	1,517	244	278					
COMP./WIRE	1,949/381	502/108	363/87					
PROG. A.	7/45	9/124	6/61					
J.	24/154	5/53	7/48					

TECH SERVICES PROCESSED 3,641 ITEMS.

Agenda

May 13, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

1. Long Range Plan Update

New Business

1. Service Fees
2. Background Checks
3. Library By-laws
4. Yearly review of Internet Policy, Computer Use Policy and Wireless Internet Policy
5. Aflac
6. Updating Network Infrastructure – Elwood – Clint Trice

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting

May 13, 2013

5:00pm

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on May 13, 2013 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Wayne Davidson, Beverly Austin and Mike Robertson. Also in attendance were Director Jamie Scott, Administrative Assistant Diana Shepard and IT Manager Clint Trice.

MINUTES

Mike Robertson made a motion to approve the minutes from the regular meeting and executive meeting held on April 8, 2013 at the Ralph E. Hazelbaker Library. Wayne Davidson made a second and the motion carried.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Assistant Treasurer Wayne Davidson signed checks.

OLD BUSINESS

Long Range Plan Update

The Indiana Library and Historical Board met on April 26. The board consists of five members, one seat is vacant and one board member was unable to attend the meeting. The board was given their paperwork the night before and did not know how to handle the 100 libraries which are non-compliant according to library standards. A motion was passed which stated that public libraries in compliance by June 30, 2013 will be given a waiver. Libraries submitting a plan to come into compliance by December 31, 2013 will be considered for a waiver. It is still unclear if the library will receive a waiver. If the library is not granted a waiver it could be facing a loss of \$50,000 in revenue from E-rate and the State Technology Fund. The Director will be making a plan to meet standards. A list of prospective members for the strategic planning committee was read. Elwood and Frankton have given a recommendation for a high school senior representative. An E-mail has been sent out to Marcy Fry, Elwood Chamber of Commerce, for help with recommendations. Twenty-five members are needed.

NEW BUSINESS

Service Fees

Beverly Austin made a motion to approve adding "Scan and/or e-mail: Free of charge. To assist with protecting our patron's privacy, the library will not scan and/or e-mail any

document with a social security number" to the service fees policy. Mike Robertson made a second and the motion carried.

Background Checks

Beverly Austin made a motion to hire Safe Hiring Solutions to perform background checks on prospective employees, to be paid by the applicant and periodic background checks on current employees, to be paid by the library. Wayne Davidson made a second and the motion carried.

Library By-laws

In Article V, Section 4 adding "In the absence of the secretary, a secretary pro tem will be elected to serve during that particular meeting". Beverly Austin made a motion to approve this addition. Mike Robertson made a second and the motion carried.

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

Since the computer that was used for a reservation station is now used as a public computer the following change to the Computer Use Policy number 8 was presented: Remove; If all computers are full the patron can reserve a computer by adding his/her name to the reservation computer or by asking a staff member. Add; if all computers are full the patron can reserve a computer by asking a staff member. Mike Robertson made a motion to approve the suggested changes. Wayne Davidson made a second and the motion carried.

AFLAC

With insurance premiums increasing, there is the possibility that the library will no longer be able to pay 90% of employee's premium. AFLAC is now offering Hospital Advantage which can be used to help pay for deductibles when a hospital stay is needed. There seems to be interest in offering AFLAC to full and possibly part time employees. Mike Robertson made a motion to offer AFLAC to employees if all payroll issues can be addressed in reference to post tax and pre tax plans. Wayne Davidson made a second and the motion carried.

Updating Network Infrastructure—Elwood—Clint Trice

IT Manager, Clint Trice explained how poor cabling, having a limited area for growth and malfunction of original equipment has led to limited network access, traffic congestion and data loss. It is essential to update the current infrastructure at Elwood which would increase the efficiency of the network and lower bandwidth usage. The suggestion is to install a new rack, switches and punch down board in the IT manager's office, install fiber optic trunk line from the IT manager's office to telecommunication closet, install new underground data and telecommunication cabling to telecommunication closet, install new cabling runs to all locations lacking necessary number of network outlets, and replace cabling in staff areas. The network will not be down during business hours for the upgrade. A quote has been received from Global for all materials necessary to make the upgrade in the amount of \$4,131.62 which would be paid from the McKnight Gift Fund. A quote has been received from C&S Networking in the amount of \$2,000 for labor which would be paid from professional service. C&S

Networking would be working closely with Clint Trice, who would be working on the clock, to complete the upgrade. Mike Robertson made a motion to proceed with the upgrade. Beverly Austin made a second and the motion carried.

DIRECTOR'S REPORT

The library is still having problems with people stuffing toilet paper and paper towels down the stools. Roby's has been called. Bobrick has been contacted and we are waiting on pricing for new hinges and door handles for the handicapped stalls. They also have locked toilet tissue holders to match the current ones. Any ordering can be handled through Filip. Matt Norris from Perf Turf has aerated the lawn and planted new grass to the areas that have a chickweed problem. The new grass needs to be mowed three times before herbicide can be applied. He will re-seed the whole lawn in the fall. He suggested watering the lawn even in drought times to keep the roots alive.

Public comment was sought, none was forthcoming.

Mike Robertson made a motion to adjourn, Beverly Austin made a second and the motion carried.

Bette Dalzell
Bette Dalzell, Secretary

Dan Prieskoff
Ly E D
Bertie Bittenhouse

Michael Roberts
Beverly Austin

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
EXECUTIVE SESSION
May 20th, 2013
5:30 pm
IC 5-14-1.5-6.1 (b)

CALL TO ORDER

President Leslie Rittenhouse called an executive session of the North Madison County Public Library Board of Trustees to order on May 20th, 2013 at 5:30 pm in the meeting room of the Elwood Public Library.

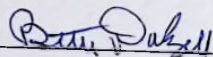
CALL FOR QUORUM

Members present were Leslie Rittenhouse, Kevin Sipe, Wayne Davidson, Michael Robertson and Beverly Austin. Also in attendance were Mr. Jonathan Mayes, attorney, and Director Jamie Scott.

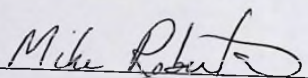
BUSINESS

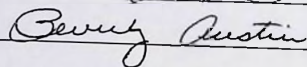
The meeting was held to receive information concerning an individual's alleged misconduct over whom the governing body has jurisdiction and to discuss, before a determination, the individual's status as an employee IC 5-14-1.5-6.1 (b). No other subject matter was discussed in the executive session other than the subject matter specified in the public notice.

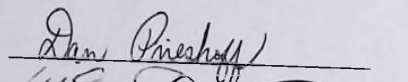
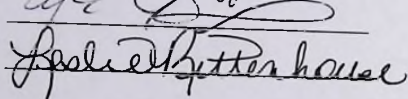
With no objections the meeting was adjourned.



Bette Dalzell, Secretary





NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Special Meeting
May 20th, 2013
Immediately Following the Executive Session

CALL TO ORDER

President Leslie Rittenhouse called a special meeting of the North Madison County Public Library Board of Trustees to order on May 20th, 2013 at 6:10 pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Members present were Leslie Rittenhouse, Kevin Sipe, Michael Robertson, Wayne Davidson and Beverly Austin. Also in attendance were Mr. Jonathan Mayes, attorney, and Director Jamie Scott.

NEW BUSINESS

Public Comment

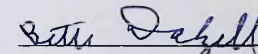
Molly Taylor commented about her background working with children and how much she enjoys working for the library. She apologized for her actions and the problems her actions have caused to the library.

Employee Misconduct

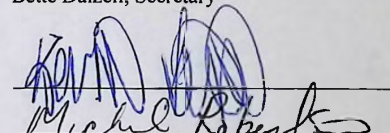
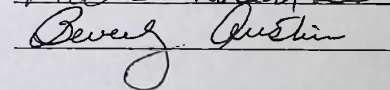
The board met in executive session directly before this meeting to discuss the alleged misconduct and status as an employee of Molly Taylor. Based on the Director's recommendations Michael Robertson made a motion to accept recommendation number four. Kevin Sipe seconded the motion, the vote was unanimous.

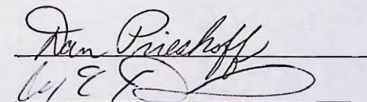
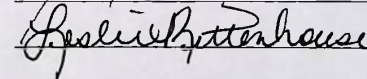
Adjournment

Michael Robertson made a motion to adjourn. Wayne Davidson seconded and the meeting was adjourned.



Bette Dalzell, Secretary

Register Of Claims

North Madison County Public Library System

Report Date: From 5/14/13 To 6/10/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	342	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	6/5/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,457.00		
			Operating Fund	Wages of Janitor	\$1,300.00		
				Total this claim =	<u>\$19,770.61</u>		
0	346	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	6/5/13	P/R ENDING 6/1/13
				Total this claim =	<u>\$95.00</u>		
0	345	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$503.03	6/5/13	P/R ENDING 6/1/13
			Operating Fund	Emp Cont INPRS	\$1,288.42		
				Total this claim =	<u>\$1,791.45</u>		
0	329	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	5/22/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,524.05		
			Operating Fund	Wages of Janitor	\$1,300.00		
				Total this claim =	<u>\$19,837.66</u>		
0	344	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,512.47	6/5/13	P/R ENDING 6/1/13
			FICA	Payroll Deductions	\$1,225.79		
			Federal Taxes Withheld	Payroll Deductions	\$2,108.55		
			Medicare	Payroll Deductions	\$286.69		
				Total this claim =	<u>\$5,133.50</u>		
0	331	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,458.20	5/22/13	PAYROLL DEDUCTIONS FOR MAY
			County Taxes Withheld	Payroll Deductions	\$678.50		
				Total this claim =	<u>\$2,136.70</u>		
0	330	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,517.59	5/22/13	P/R ENDING 5/18/13
			FICA	Payroll Deductions	\$1,229.93		
			Federal Taxes Withheld	Payroll Deductions	\$2,117.63		
			Medicare	Payroll Deductions	\$287.66		
				Total this claim =	<u>\$5,152.81</u>		
0	333	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	5/22/13	P/R ENDING 5/15/13
				Total this claim =	<u>\$95.00</u>		
0	332	INDIANA PUBLIC RETIREMENT	INPRS	Payroll Deductions	\$503.57	5/22/13	P/R ENDING 5/18/13
			Operating Fund	Emp Cont INPRS	\$1,290.18		
				Total this claim =	<u>\$1,793.75</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>
28343	336	AVAYA COMMUNICATION	Operating Fund	Telephone & Telegraph	\$303.84	5/22/13	As per attached invoices.
				Total this claim =	<u>\$303.84</u>		
28344	337	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,853.23	5/22/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$369.50		
				Total this claim =	<u>\$2,222.73</u>		
28345	334	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	5/22/13	P/R ENDING 5/18/13
				Total this claim =	<u>\$450.00</u>		
28346	335	MEDICAL MUTUAL OF OHIO	Insurance	Payroll Deductions	\$854.46	5/22/13	HEALTH INSURANCE 6/1/13 - 7/1/13
			Operating Fund	Emp Cont Group Ins	\$8,389.45		
				Total this claim =	<u>\$9,243.91</u>		
28347	338	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$75.24	5/22/13	RICOH COPIER
				Total this claim =	<u>\$75.24</u>		
28348	339	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	5/22/13	As per attached invoices.
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	<u>\$55.30</u>		
28349	340	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$51.36	5/22/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$51.36</u>		
28350	347	AT&T	Operating Fund	Telephone & Telegraph	\$197.91	6/5/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$197.91</u>		
28351	348	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$62.56	6/5/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	\$7.00		
				Total this claim =	<u>\$69.56</u>		
28352	349	CARDMEMBER SERVICE	Operating Fund	Techology Software	\$49.95	6/5/13	As per attached invoices.
			Operating Fund	Operating Supplies	\$108.60		
				Total this claim =	<u>\$158.55</u>		
28353	350	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$221.30	6/5/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$221.30</u>		
28354	351	DEARBORN NATIONAL LIFE IN	Operating Fund	Emp Cont Group Ins	\$103.50	6/5/13	LIFE INSURANCE
				Total this claim =	<u>\$103.50</u>		
28355	352	FRONTIER	Operating Fund	Telephone & Telegraph	\$161.52	6/5/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$161.52</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>
28356	353	HERALD BULLETIN, THE	Operating Fund Operating Fund	Frankton Per. & Newsp. Summitville Period. & Newsp.	\$215.00 \$215.00 <u>\$430.00</u>	6/5/13	ONE YEAR SUBSCRIPTION FRANKTON & SUMMITVILLE
					Total this claim =		
28357	343	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00 <u>\$450.00</u>	6/5/13	P/R ENDING 6/1/13
					Total this claim =		
28358	354	PURCHASE POWER	Operating Fund	Postage & UPS	\$419.99 <u>\$419.99</u>	6/5/13	POSTAGE FOR METER
					Total this claim =		
28359	355	TOWN OF FRANKTON	Operating Fund Operating Fund Operating Fund	Electricity Water Waste Disposal Services	\$399.34 \$18.00 \$0.08 <u>\$417.42</u>	6/5/13	SERVICE FOR FRANKTON
					Total this claim =		
28360	356	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00 <u>\$149.00</u>	6/5/13	RICOH COPIER LEASE
					Total this claim =		
28361	357	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$32.38 <u>\$32.38</u>	6/5/13	SRVICE FOR SUMMITVILLE
					Total this claim =		
28362	384	BAKER & TAYLOR	Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund	Elwood Adult Elwood Childrens Elwood YA Frankton Summitville Elwood AV Frankton AV Summitville AV Title Source	\$2,631.00 \$699.88 \$363.91 \$1,542.06 \$1,093.70 \$204.10 \$43.88 \$38.39 \$295.00 <u>\$6,911.92</u>	6/10/13	As per attached invoices.
					Total this claim =		
28363	358	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$270.00 <u>\$270.00</u>	6/10/13	SERVICE FOR ELWOOD, FRANKTON, SUMMITVILLE
					Total this claim =		
28364	359	BOSE, McKINNEY & EVANS LL	Operating Fund	Legal Services	\$110.00 <u>\$110.00</u>	6/10/13	LEGAL SERVICE
					Total this claim =		
28365	360	CINTAS CORPORATION	Operating Fund	Cleaning & Sanitation Supplies	\$115.76 <u>\$115.76</u>	6/10/13	As per attached invoices.
					Total this claim =		
28366	361	DEMCO	Operating Fund	Operating Supplies	\$68.28 <u>\$68.28</u>	6/10/13	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>
28367	362	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,481.48	6/10/13	INTERNET ACCESS
				Total this claim =	<u>\$1,481.48</u>		
28368	363	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$129.80	6/10/13	As per attached invoices.
				Total this claim =	<u>\$129.80</u>		
28369	364	FOUR STAR PRINTING	Operating Fund	Frankton Programing	\$55.00	6/10/13	BOOKMARKS
				Total this claim =	<u>\$55.00</u>		
28370	365	GAYLORD BROS.	Operating Fund	Book Processing	\$411.90	6/10/13	BOOK JACKETS
				Total this claim =	<u>\$411.90</u>		
28371	387	GLOBAL GOVT/ED SOLUTION	Gift	Technology Equipment	\$4,131.62	6/10/13	As per attached invoices.
			Operating Fund	Technology Equipment	\$4,798.57		
				Total this claim =	<u>\$8,930.19</u>		
28372	366	HORTON & SONS OF ELWOO	Operating Fund	Operating Supplies	\$146.87	6/10/13	As per attached invoices.
				Total this claim =	<u>\$146.87</u>		
28373	367	HUNTINGTON CITY-TOWNSHI	Operating Fund	Other	\$14.98	6/10/13	LOST ILL BOOK
				Total this claim =	<u>\$14.98</u>		
28374	385	JOHN W. LADD JR.	Operating Fund	Professional Services	\$290.00	6/10/13	LAWN SERVICE - SUMMITVILLE
				Total this claim =	<u>\$290.00</u>		
28375	368	LIBRARY CORPORATION, THE	Operating Fund	Automation	\$11,498.00	6/10/13	AUTOMATION ACCESS- LIBRARY.SOLUTION-AV ACCESS
				Total this claim =	<u>\$11,498.00</u>		
28376	369	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$424.50	6/10/13	QUARTERLY HVAC MAINTENANCE
				Total this claim =	<u>\$424.50</u>		
28377	370	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$78.00	6/10/13	TRASH SERVICE - FRANKTON
				Total this claim =	<u>\$78.00</u>		
28378	371	MARSH SUPERMARKET	Operating Fund	Frankton Programing	\$7.98	6/10/13	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$28.81		
			Operating Fund	Summitville Programing	\$24.46		
				Total this claim =	<u>\$61.25</u>		
28379	386	MIDWEST TAPE	Operating Fund	Frankton AV	\$354.83	6/10/13	As per attached invoices.
			Operating Fund	Elwood AV	\$1,508.39		
			Operating Fund	Summitville AV	\$352.83		
			Operating Fund	Book Processing	\$303.95		
				Total this claim =	<u>\$2,520.00</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>
28380	372	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$103.74	6/10/13	As per attached invoices.
			Operating Fund	Frankton Programing	\$35.49		
				Total this claim =	<u>\$139.23</u>		
28381	373	PENWORTHY CO.	Operating Fund	Elwood Childrens	\$435.63	6/10/13	As per attached invoices.
			Operating Fund	Elwood YA	\$86.96		
			Operating Fund	Summitville	\$53.97		
				Total this claim =	<u>\$576.56</u>		
28382	374	QUILL CORPORATION	Operating Fund	Office Supplies	\$397.52	6/10/13	As per attached invoices.
				Total this claim =	<u>\$397.52</u>		
28383	375	RAMSAY BUSINESS PRODUCT	Operating Fund	Office Supplies	\$10.00	6/10/13	As per attached invoices.
			Operating Fund	Office Supplies	\$52.92		
				Total this claim =	<u>\$62.92</u>		
28384	376	REGIONS BANK	Debt Service Fund	Land Buildings Improvements	\$121,000.00	6/10/13	SEMI-ANNUAL LEASE RENTAL
				Total this claim =	<u>\$121,000.00</u>		
28385	377	ROBY'S PLUMBING & APPLIAN	Operating Fund	Professional Services	\$89.00	6/10/13	REPAIRS-ELWOOD
				Total this claim =	<u>\$89.00</u>		
28386	378	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$127.95	6/10/13	BACKGROUND SCREENING
				Total this claim =	<u>\$127.95</u>		
28387	379	SCHOLASTIC BOOK FAIRS - 30	Operating Fund	Elwood Children's Programing	\$517.85	6/10/13	As per attached invoices.
			Operating Fund	Frankton Programing	\$264.18		
				Total this claim =	<u>\$782.03</u>		
28388	380	THINK COMPUTER	Operating Fund	Automation	\$45.00	6/10/13	CIRC SCANNER
				Total this claim =	<u>\$45.00</u>		
28389	381	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$58.51	6/10/13	As per attached invoices.
			Operating Fund	Technology Equipment	\$161.62		
				Total this claim =	<u>\$220.13</u>		
28390	382	UPSTART	Gift	Frankton Programing	\$36.25	6/10/13	As per attached invoices.
			Operating Fund	Summitville Programing	\$59.24		
				Total this claim =	<u>\$95.49</u>		
28391	383	USI, INC	Operating Fund	Operating Supplies	\$32.05	6/10/13	LAMINATION POUCHES
				Total this claim =	<u>\$32.05</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$228,105.80

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

Friday, June 07, 2013

Dan Pieschoff
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 June, 2013.

<u><i>Kate P</i></u> <u><i>Heidi Kottenhouse</i></u>	<u><i>Kevin D</i></u> <u><i>Bill D</i></u>	<u><i>Mike Roberts</i></u> <u><i>Beverly Austin</i></u>
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SIGNATURES OF GOVERNING BOARD

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

TRANSMISSION VERIFICATION REPORT

TIME : 05/09/2013 15:27
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 05/09 15:27
FAX NO./NAME HERALD
DURATION 00:00:12
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 05/09/2013 15:26
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 05/09 15:26
FAX NO./NAME CALL LEADER
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

May 13, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
 - 1. Long Range Plan Update
- New Business
 - 1. Service Fees
 - 2. Background Checks
 - 3. Library By-laws
 - 4. Yearly review of Internet Policy, Computer Use Policy and

Agenda

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North Madison County Public Library System
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TRANSMISSION VERIFICATION REPORT

TIME : 05/09/2013 15:28
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME : 05/09 15:28
FAX NO./NAME : FRANKTON
DURATION : 00:00:16
PAGE(S) : 01
RESULT : OK
MODE : STANDARD
ECM

Agenda

May 13, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

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- New Business
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 - 2. Background Checks
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 - 4. Yearly review of Internet Policy, Computer Use Policy and

TRANSMISSION VERIFICATION REPORT

TIME : 05/09/2013 15:29
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME : 05/09 15:28
FAX NO./NAME : SUMMITVILLE
DURATION : 00:00:15
PAGE(S) : 01
RESULT : OK
MODE : STANDARD
ECM

Agenda

May 13, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
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Register Of Claims

North Madison County Public Library System

Report Date: From 4/9/13 To 5/13/13

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	260	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	4/24/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,142.45		
			Operating Fund	Wages of Janitor	\$1,300.00		
			Total this claim =		\$19,456.06		
0	283	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	5/8/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,515.15		
			Operating Fund	Wages of Janitor	\$1,287.00		
			Total this claim =		\$19,815.76		
0	249	PAYROLL	Operating Fund	Salary of Director	\$2,013.61	4/10/13	PAYROLL
			Operating Fund	Salary of Assistants	\$16,600.72		
			Operating Fund	Wages of Janitor	\$1,170.00		
			Total this claim =		\$19,784.33		
0	293	NORTH MADISON COUNTY PU	Operating Fund	Transfer to LIRF	\$7,000.00	5/8/13	TRANSFER TO LIRF
Total this claim =		\$7,000.00					
0	284	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,515.93	5/8/13	P/R ENDING 5/4/13
			FICA	Payroll Deductions	\$1,228.57		
			Federal Taxes Withheld	Payroll Deductions	\$2,114.57		
			Medicare	Payroll Deductions	\$287.35		
			Total this claim =		\$5,146.42		
0	266	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont INPRS	\$1,291.91	4/24/13	P/R ENDING 4/20/13
			PERF	Payroll Deductions	\$504.08		
			Total this claim =		\$1,795.99		
0	265	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,444.15	4/24/13	PAYROLL DEDUCTIONS FOR APRIL
			County Taxes Withheld	Payroll Deductions	\$671.27		
			Total this claim =		\$2,115.42		
0	285	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	5/8/13	P/R ENDNG 5/4/13
			Total this claim =		\$95.00		
0	286	INDIANA PUBLIC RETIREMENT	PERF	Emp Cont INPRS	\$502.31	5/8/13	P/R ENDING 5/4/13
			Operating Fund	Payroll Deductions	\$1,285.99		
			Total this claim =		\$1,788.30		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	261	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,488.41	4/24/13	P/R ENDING 4/20/2013
			FICA	Payroll Deductions	\$1,206.29		
			Federal Taxes Withheld	Payroll Deductions	\$2,077.40		
			Medicare	Payroll Deductions	\$282.13		
				Total this claim =	<u>\$5,054.23</u>		
0	252	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	4/10/13	P/R ENDING 4/6/13
				Total this claim =	<u>\$95.00</u>		
0	251	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont INPRS	\$1,291.53	4/10/13	P/R ENDING 4/6/13
			PERF	Payroll Deductions	\$503.97		
				Total this claim =	<u>\$1,795.50</u>		
0	250	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,513.52	4/10/13	P/R ENDING 4/6/13
			FICA	Payroll Deductions	\$1,226.64		
			Federal Taxes Withheld	Payroll Deductions	\$2,103.87		
			Medicare	Payroll Deductions	\$286.89		
				Total this claim =	<u>\$5,130.92</u>		
0	262	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	4/24/13	P/R ENDING 4/20/13
				Total this claim =	<u>\$95.00</u>		
14140	280	JAMIE B. SCOTT	Operating Fund	Salary of Director	(\$1,246.57)	4/24/13	Replacing misprinted payroll check
				Total this claim =	<u>(\$1,246.57)</u>		
14141	279	DIANA L. SHEPARD	Operating Fund	Salary of Assistants	(\$717.58)	4/24/13	Replacing misprinted payroll check
				Total this claim =	<u>(\$717.58)</u>		
28279	256	BARBARA SNIPES	Operating Fund	Traveling Expense	\$94.72	4/10/13	MILEAGE
				Total this claim =	<u>\$94.72</u>		
28280	258	DEBORRAH WYNDHAM	Operating Fund	Elwood Adult Programing	\$300.00	4/10/13	PIANO CONCERT 4/15/13
				Total this claim =	<u>\$300.00</u>		
28281	254	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$140.00	4/10/13	SNOW REMOVAL - SUMMITVILLE
				Total this claim =	<u>\$140.00</u>		
28282	257	LEE COMPANY, INC.	Gift	Furniture & Equipment	\$383.58	4/10/13	SHELF POCKET REDUCERS
				Total this claim =	<u>\$383.58</u>		
28283	253	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	4/10/13	P/R ENDING 4/6/13
				Total this claim =	<u>\$450.00</u>		
28284	255	TRISHA SHULER	Operating Fund	Postage & UPS	\$35.77	4/10/13	PETTY CASH REIMBURSEMENT
				Total this claim =	<u>\$35.77</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>
28285	259	JILL MURRAY	Operating Fund	Summitville Programing	\$45.23	4/10/13	PETTY CASH REIMBURSEMENT
				Total this claim =	<u>\$45.23</u>		
28286	267	AT&T	Operating Fund	Telephone & Telegraph	\$102.38	4/24/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$102.38</u>		
28287	268	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$390.00	4/24/13	SERVICE CONTRACT APRIL - JUNE
				Total this claim =	<u>\$390.00</u>		
28288	270	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,716.58	4/24/13	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$399.47		
				Total this claim =	<u>\$2,116.05</u>		
28289	277	INDIANA STATE LIBRARY	PLAC	Other	\$150.00	4/24/13	1ST QUARTER PLAC
				Total this claim =	<u>\$150.00</u>		
28290	269	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$19.23	4/24/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	<u>\$19.23</u>		
28291	263	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	4/24/13	P/R ENDING 4/20/13
				Total this claim =	<u>\$450.00</u>		
28292	271	MADISON COUNTY TREASUR	Operating Fund	Taxes	\$40.00	4/24/13	PROPERTY TAX
			Operating Fund	Taxes	\$70.00		
			Operating Fund	Taxes	\$30.00		
				Total this claim =	<u>\$140.00</u>		
28293	264	MEDICAL MUTUAL OF OHIO	Insurance	Payroll Deductions	\$910.48	4/24/13	HEALTH INSURANCE 5/1/13-6/1/13
			Operating Fund	Emp Cont Group Ins	\$8,975.47		
				Total this claim =	<u>\$9,885.95</u>		
28294	273	TOWN OF FRANKTON	Operating Fund	Electricity	\$372.62	4/24/13	As per attached invoices.
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	<u>\$390.62</u>		
28295	272	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	4/24/13	As per attached invoices.
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	<u>\$55.30</u>		
28296	274	TRISHA SHULER	Operating Fund	Operating Supplies	\$16.58	4/24/13	PETTY CASH REIMBURSEMENT
			Operating Fund	Professional Meetings	\$10.00		
			Operating Fund	Fuel, Oil and Lubricants	\$16.00		
				Total this claim =	<u>\$42.58</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>
28297	275	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$77.48	4/24/13	RICOH COPY COUNT
				Total this claim =	<u>\$77.48</u>		
28298	276	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$596.54	4/24/13	SERVICE FOR ELWOOD &
			Operating Fund	Gas	\$127.03		FRANKTON
				Total this claim =	<u>\$723.57</u>		
28299	278	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$82.22	4/24/13	SERVICE FOR ELWOOD &
			Operating Fund	Telephone & Telegraph	\$6.62		SUMMITVILLE
				Total this claim =	<u>\$88.84</u>		
28300	282	DIANA L. SHEPARD	Operating Fund	Salary of Assistants	\$717.58	4/24/13	Replacing misprinted payroll check #
				Total this claim =	<u>\$717.58</u>		14141
28301	281	JAMIE B. SCOTT	Operating Fund	Salary of Director	\$1,246.57	4/24/13	Replacing misprinted payroll check #
				Total this claim =	<u>\$1,246.57</u>		14140
28302	288	AT&T	Operating Fund	Telephone & Telegraph	\$197.91	5/8/13	SERVICE FOR ELWOOD
				Total this claim =	<u>\$197.91</u>		
28303	289	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$221.30	5/8/13	UTILITY SERVICE - ELWOOD
				Total this claim =	<u>\$221.30</u>		
28304	290	FRONTIER	Operating Fund	Telephone & Telegraph	\$160.56	5/8/13	SERVICE FOR FRANKTON
				Total this claim =	<u>\$160.56</u>		
28305	287	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$450.00	5/8/13	P/R ENDING 5/4/13
				Total this claim =	<u>\$450.00</u>		
28306	291	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	5/8/13	RICOH COPIER LEASE
				Total this claim =	<u>\$149.00</u>		
28307	292	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$83.32	5/8/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$83.32</u>		
28308	321	AT&T	Operating Fund	Telephone & Telegraph	\$102.13	5/13/13	SERVICE FOR SUMMITVILLE
				Total this claim =	<u>\$102.13</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>
28309	294	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,377.70	5/13/13	As per attached invoices.
			Operating Fund	Elwood Childrens	\$1,112.25		
			Operating Fund	Elwood YA	\$437.16		
			Operating Fund	Frankton	\$1,285.05		
			Operating Fund	Summitville	\$1,232.90		
			Operating Fund	Elwood AV	\$200.26		
			Operating Fund	Frankton AV	\$125.41		
			Operating Fund	Summitville AV	\$197.56		
				Total this claim =	<u>\$6,968.29</u>		
28310	295	CHESTER INFORMATION TEC	Operating Fund	Technology Equipment	\$491.00	5/13/13	As per attached invoices.
			Operating Fund	Professional Services	\$528.75		
				Total this claim =	<u>\$1,019.75</u>		
28311	296	CINTAS CORPORATION	Operating Fund	Cleaning & Sanitation Supplies	\$115.76	5/13/13	As per attached invoices.
				Total this claim =	<u>\$115.76</u>		
28312	297	CLINT TRICE	Operating Fund	Traveling Expense	\$143.60	5/13/13	MILEAGE
				Total this claim =	<u>\$143.60</u>		
28313	308	ELITE CONSTRUCTION	Operating Fund	Professional Services	\$120.00	5/13/13	SNOW REMOVAL - ELWOOD
				Total this claim =	<u>\$120.00</u>		
28314	326	ELWOOD COMMUNITY HIGH S	Operating Fund	Elwood Adult	\$360.00	5/13/13	YEARBOOKS & AD
			Gift	Elwood Adult Programing	\$85.00		
				Total this claim =	<u>\$445.00</u>		
28315	298	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$500.00	5/13/13	FIRE ALARM & QUARTERLY INSPECTION - ELWOOD
				Total this claim =	<u>\$500.00</u>		
28316	299	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,481.48	5/13/13	INTERNET ACCESS
				Total this claim =	<u>\$1,481.48</u>		
28317	300	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$167.24	5/13/13	As per attached invoices.
				Total this claim =	<u>\$167.24</u>		
28318	301	FRANKTON JR/SR HIGH SCHO	Gift	Frankton Programing	\$60.00	5/13/13	2012 YEARBOOK AD
				Total this claim =	<u>\$60.00</u>		
28319	302	GLOBAL GOVT/ED SOLUTION	Operating Fund	Automation	\$740.12	5/13/13	RECEIPT PRINTERS, HEADPHONES
			Operating Fund	Technology Equipment	\$15.64		
				Total this claim =	<u>\$755.76</u>		
28320	322	GUILDCRAFTARTS & CRAFTS	Operating Fund	Elwood Children's Programing	\$57.41	5/13/13	SUMMER READING
				Total this claim =	<u>\$57.41</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>
28321	303	HORTON & SONS OF ELWOO	Operating Fund	Operating Supplies	\$159.90	5/13/13	As per attached invoices.
				Total this claim =	\$159.90		
28322	304	IDLEWINE LAWNMOWER SAL	Operating Fund	Equipment/Maint.	\$218.36	5/13/13	LAWN TRACTOR REPAIR
				Total this claim =	\$218.36		
28323	325	INDIANA NEWSPAPERS, INC.	Operating Fund	Summitville Period. & Newsp.	\$208.71	5/13/13	INDIANAPOLIS STAR - SUMMITVILLE
				Total this claim =	\$208.71		
28324	305	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.89	5/13/13	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$0.00		
				Total this claim =	\$21.89		
28325	306	LIBRARY CORPORATION, THE	Operating Fund	Automation	\$1,057.00	5/13/13	ENCHANCED CONTENT RENEWAL
				Total this claim =	\$1,057.00		
28326	323	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$222.10	5/13/13	As per attached invoices.
				Total this claim =	\$222.10		
28327	307	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$41.45	5/13/13	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$39.37		
			Operating Fund	Frankton Programing	\$41.13		
			Operating Fund	Summitville Programing	\$42.60		
				Total this claim =	\$164.55		
28328	327	MIDWEST TAPE	Operating Fund	Frankton AV	\$730.66	5/13/13	As per attached invoices.
			Operating Fund	Elwood AV	\$1,698.29		
			Operating Fund	Summitville AV	\$502.77		
			Operating Fund	Book Processing	\$287.97		
				Total this claim =	\$3,219.69		
28329	309	ORIENTAL TRADING COMPAN	Operating Fund	Frankton Programing	\$172.19	5/13/13	SUMMER READING - FRANKTON,
			Operating Fund	Summitville Programing	\$93.97		SUMMITVILLE
				Total this claim =	\$266.16		
28330	310	PENWORTHY CO.	Operating Fund	Summitville	\$231.55	5/13/13	As per attached invoices.
				Total this claim =	\$231.55		
28331	311	POSTMASTER	Operating Fund	Postage & UPS	\$92.00	5/13/13	STAMPS FRANKTON & SUMMITVILLE
			Operating Fund	Postage & UPS	\$92.00		
				Total this claim =	\$184.00		
28332	312	PROSOURCE SPECIALTIES	Operating Fund	Elwood Adult Programing	\$193.83	5/13/13	PROGRAMMING SUPPLIES
				Total this claim =	\$193.83		

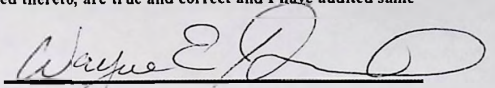
<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
28333	313	QUILL CORPORATION	Operating Fund	Office Supplies	<u>\$737.86</u>	5/13/13	As per attached invoices.
				Total this claim =	\$737.86		
28334	314	RAMSAY BUSINESS PRODUCT	Operating Fund	Office Supplies	\$10.00	5/13/13	COPY COUNT
			Operating Fund	Office Supplies	<u>\$35.81</u>		
				Total this claim =	\$45.81		
28335	328	SCHOLASTIC BOOK FAIRS - 30	Operating Fund	Summitville	<u>\$101.91</u>	5/13/13	As per attached invoices.
				Total this claim =	\$101.91		
28336	316	STATE CHEMICAL SOLUTIONS	Operating Fund	Cleaning & Sanitation Supplies	<u>\$201.38</u>	5/13/13	As per attached invoices.
				Total this claim =	\$201.38		
28337	315	STERLING COMPUTER PROD	Operating Fund	Office Supplies	<u>\$171.24</u>	5/13/13	TONER SAMSUNG 2160
				Total this claim =	\$171.24		
28338	317	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$95.23	5/13/13	As per attached invoices.
			Operating Fund	Furniture & Equipment	<u>\$109.99</u>		
				Total this claim =	\$205.22		
28339	318	U.S. TOY CO/CONSTRUCTIVE	Gift	Elwood Children's Programing	<u>\$878.45</u>	5/13/13	McKNIGHT GIFT FUND
				Total this claim =	\$878.45		
28340	320	UPSTART	Operating Fund	Elwood Children's Programing	\$97.06	5/13/13	SUMMER READING ELWOOD,
			Operating Fund	Frankton Programing	<u>\$335.54</u>		FRANKTON
				Total this claim =	\$432.60		
28341	319	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	<u>\$42.19</u>	5/13/13	TONER INDIANA ROOM COPIER
				Total this claim =	\$42.19		
28342	324	VECTREN ENERGY DELIVERY	Operating Fund	Gas	<u>\$382.34</u>	5/13/13	SERVICE FOR ELWOOD
				Total this claim =	\$382.34		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$127,794.48

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 13, 2013



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 May, 2013.

Leslie Bittenhouse _____
Michael Robertson _____
Covey J. Austin _____

SIGNATURES OF GOVERNING BOARD

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

Jamie Scott

From: Schmidt, Steven <SteSchmidt@library.IN.gov>
Sent: Friday, May 03, 2013 10:09 AM
Cc: Knapp, Wendy; Schmidt, Steven
Subject: Update on Compliance Waivers

Flag Status: Flagged

Dear Colleagues:

The Indiana Library & Historical Board (ILHB), during their April 26, 2013 board meeting, began the process of approving waivers for public libraries that did not meet Public Library Standards in 2012. After the 2012 Public Library Annual Reports were submitted, over one hundred libraries were found out of compliance and asked to address specific issues and file for a waiver from the ILHB for 2012. The ILHB will give their determination on each waiver request at their next board meeting scheduled for June 14, 2013. The ILHB passed a motion on April 26th stating that public libraries in compliance by June 30, 2013 will be given waivers. Libraries submitting a plan to come into compliance by December 31, 2013 will be considered for a waiver. Letters including a plan must be signed by the Director and the Board President and received by the Library Development Office by 4:30 on June 5, 2013.

Simple reporting errors and easily-amendable issues were the cause in many of the instances of non-compliance. As such, the ILHB estimates that less than 30 public libraries will not be granted waivers for 2012. Libraries not meeting standards will not be eligible for state subsidies for statewide library services and federal grant monies (LSTA). While the new standards have been in place since 2011, this is the first year in which they are enforced.

The implementation of the new standards was truly the collective effort of Indiana's library community and they are among the most modernized and comprehensive in the nation. The fact that so many libraries already meet or are in the process of meeting these standards after just two years is a testament to Indiana libraries' commitment to professional development, resource sharing, new technologies and long-range planning.

The Indiana Public Library Standards Committee was commissioned in 2009 to revise Indiana's out-of-date public library standards with new standards that ensure Indiana's library community would remain a national leader in the provision library services to residents. The Committee was comprised of a cross-section of public library directors and trustees from libraries of varying sizes and geographic regions throughout the state. Public library staff, professionals and trustees had several opportunities for input and feedback throughout reviewing and updating processes. The Committee identified best practices for public libraries of all sizes and addressed the role of modern technologies in libraries in order to provide all Hoosiers with excellent library services. Their recommendations were adopted by the ILHB, approved by the State Budget Agency, the Attorney General and the Governor and added to Indiana Administrative Code.

More information about Public Library Standards is available online at <http://www.in.gov/library/standards.htm>. Also, please do not hesitate to contact Steven Schmidt, LDO Supervisor, at steschmidt@library.in.gov or Wendy Knapp, Associate Director Of Statewide Services at wknapp@library.in.gov with any questions.

Sincerely Yours,

When you suggest someone please tell me which constituency this person would represent. Constituencies include: services to seniors, preschool age children, school age children, high school age children, businesses, nonprofits, local government, churches, schools, etc. Please have your suggestion to me by the end of this week.

1. Diana Eddleman – Van Buren – Retired Principal – Wayne Davidson
2. Ruth Fox – Frankton Pipe Creek
3. Cathy Small – Frankton – Bette Dalzell
4. Steve or David Anderson Young Children
5. Bev Austin's daughter Liz – School Age Children – Leslie
6. Marcy Fry – Business and Nonprofits – Director of the Elwood Chamber of Commerce - Jamie
7. Ricci Hofherr – School Age Children – Leslie Rittenhouse
8. Bonnie Carpenter – Lafayette -Kevin
9. Joe Knotts – Lafayette - Leslie
10. Bohlander, Pam – Duck Creek – Retired teacher and board member - Diana
11. Davidson, Julie – Boone – Diana
12. Sizelove, Renee – Boone – Wife of the Summitville Fire Chief - Jamie
13. Anne Runyan – Duck Creek – Jamie
14. Chase Singer – High school Senior Parents David and Brenda Singer
15. Janet Maley 50 plus club – Barbara Snipes
16. Sandra Stone – Senior Jill Murray
17. Elwood HS Student
18. Frankton HS Student
19. Lori Faucett – Homeschool Trisha
20. Laura Melvin- Daycare Trisha
21. Krysta Armes – Church Youth Group Leader –Trisha
22. Merrill Taylor - Former Mayor, Currently a reserve police officer, library patron - Molly
23. Angie O'Donnell – School Librarian - Jordan
24. Someone from Aspire
25. Part-Owner of Lincoln Square – Angie Rodriguez – Jordan
26. Dr. Christopher Dare – Ministry – Bev
27. Sonya May – Owner of local funeral home

SERVICE FEES

Photocopies and computer copies: \$0.10 per black and white copy
\$0.40 per color copy

Fax: To send: \$1.00 for the first page/\$0.20 for each additional page
To receive: \$0.20 for each page
International: \$10.00 Flat Fee

Add: Scan and/or e-mail: Free of charge. To assist with protecting our patron's privacy, the library will not scan and/or e-mail any document with a social security number.

Reader printer copies: \$0.10 per page

Transparencies: \$0.35 each

Lamination fees: \$0.10 per inch for roll lamination
\$0.50 for 2 ½ x 4 pouch
\$1.00 for pouches up to 11" x 14"

Adopted 12/8/2008
Revised 08/12/2009

Background Checks

The Library conducts certain background checks for positions with the Library. The purpose of these background checks is to confirm and supplement personal information about qualifications, experience, and character and assist the Library in determining suitability for employment or continuing employment, driving privileges, and work assignments. These checks may be performed at any time during the employment relationship as well as prior to employment. Prospective employees will be required to pay for the initial background check prior to employment. Periodic background checks once an employee is hired will be paid by the Library.

It is Library policy to check applicant and employee references, job histories, and educational qualifications. The Library may also confirm certification and licensing requirements on a periodic basis. In addition, every applicant and employee of the Library will be subject to criminal background checks. Employment or continued employment is contingent upon acceptable results of these routine background checks. However, a criminal history will not necessarily preclude an individual from consideration for a position or from continuing employment.

A valid driver's license, proof of insurance and acceptable driving record is required for all employees who will drive to conduct Library business. Employees who drive to conduct Library business shall provide the Library with motor vehicle records prior to employment and no less than every twelve months thereafter. Absence of a valid driver's license or an unacceptable driving record may result in denial or termination of employment in appropriate circumstances.

Applicants and employees will be required to complete the necessary documentation to authorize background checks. Refusal to execute this documentation may result in denial or termination of employment. Further, any false or misleading information provided to the Library in connection with obtaining or retaining employment will be grounds for immediate discharge regardless when discovered.

By-laws
North Madison County Public Library System

Article I 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 Add: 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
Approval of minutes
Approval of claims and checks
Old business
New business

Director's report
Public comment
Adjourn

Revised 07/12/2010
Revised 05/09/2011
Revised 09/10/2012

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

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 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. Dependents of library board members are ineligible for employment with the library. (See Personnel Policy - #5 Advertisement of 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

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 policy!!!!

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!** If you turn off or restart this computer for any reason, your privileges will be revoked for five days.
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. [Anyone modifying the computer or software in any way will be asked to leave the computer area and will not be allowed computer access for one week. If there is a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will need to accompany their child after the six-month ban to reinstate privileges.]
4. All applicable laws regarding copyright must be obeyed.
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. Remove: If all computers are full the patron can reserve a computer by adding his/her name to the reservation computer or by asking a staff member. Add: If all computers are full the patron can reserve a computer by asking a staff member.
9. Users under the age of 18 must have an Internet Use Permission slip signed by a parent or legal guardian. We ask that parents and guardians read the North Madison County Public Library System Computer Use Policy before giving permission. Permission slips are available from the Youth and the Adult circulation desks and from circulation desks in the branch libraries. Library cards of young people with Internet Permission will be coded, and the permission will be recorded in the patron's file. 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 computers. Patrons are responsible for fine balances over \$5.00 and will be required to pay \$1.00 towards their fine balance per each daily computer use until their fine is at or below \$5.00 effective August 1, 2008. A courtesy

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 can be renewed in order to continue computer use after its one-year expiration. If a person is a one-time only visitor to the library, they may use the NMCPLS guest pass. This guest pass is valid for a one-time use only. If a patron returns to use the computers, they will be asked to obtain a courtesy card.

10. E-Mail accounts that do not fall under the domain of World Wide Web are not available. You may not send E-mail from the library's account, nor receive e-mail at that account. The only way you can send e-mail or access your e-mail is if you have already set up an e-mail account with a web-based mail server, through a web site.
11. 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. If you need to print in color, please ask a staff member for assistance.
12. You may not always be able to access the sites on the Internet that you are trying to visit. There may be several reasons for this inconvenience. The Library's Internet connection may also be periodically and temporarily inoperable due to technical difficulties.
13. Misuse of the Internet access computers will result in loss of your Internet privileges. 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

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 access points, 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 access points 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.

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. [Anyone accessing pornography sites will be asked to leave the computer area and will not be allowed computer access for one week. Upon a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will be notified of the access of pornography and the punishment

involved. The parent/guardian will need to accompany their child after the six months ban to reinstate privileges.]

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. Patrons are responsible for fine balances over \$5.00 and will be required to pay \$1.00 towards their fine balance per each daily computer use until their fine is at or below \$5.00 effective August 1, 2008. The patron's barcode needs to be kept confidential. If a patron's barcode is compromised the patron will have to purchase a new library card. When the barcode has been compromised, the offending patron using the barcode will not be allowed computer access for one week. Upon a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will be notified of the punishment involved. The parent/guardian will need to accompany their child after the six months ban to reinstate privileges. A courtesy 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 one-time only visitor to the library, they may use the NMCPLS guest pass. This guest pass is valid for a one-time use only. If a patron returns to use the computers they will be asked to obtain a courtesy 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 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.

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
Amended 10/12/2009
Reviewed & Amended 05/10/2010
Reviewed & Amended 05/09/2011
Reviewed 06/11/2012

Network Infrastructure Update Schedule

1. Installation of a new rack, switches, and a punch down board in IT manager's office.
 - a. Installation of fiber optic trunk line from IT manager office to telecommunication closet.
2. Installation of new underground data and telecommunication cabling to telecommunication closet.
 - a. All telecommunication and data cable will have new plugs and jacks.
 - b. All cabling will be labeled and tested.
3. Install new cabling runs to all locations that are lacking the necessary number of network outlets for those areas.
4. Replace cabling in staff areas.

Network Update

An update of the network infrastructure at the Elwood Public Library is essential. Poor cable quality, limited area for growth and malfunctioning of original equipment have led to limited network access, traffic congestion, and data loss. This update would increase the efficiency of the network and lower bandwidth usage. All three branches would benefit from this upgrade because of the shared nature of their bandwidth usage improving staff productivity and overall patron satisfaction.

Please note: Network will not be down during business hours for this upgrade.



**Quote No.
J4071750**

**Expires: 5/14/2013
12:00:00 AM**

Bill To:	Ship To:
Clint Trice NORTH MADISON CO PUBLIC LIBRAR 1600 MAIN ST ACCOUNTS PAYABLE ELWOOD, IN 46036 7655525001	CLINT TRICE NORTH MADISON CO PUBLIC LIBRAR 1600 MAIN ST ELWOOD, IN 46036 7655525001

Dear Clint Trice,
 This email contains your quote summary. Should you have any additional questions or wish to complete your order, please feel free to call us at 8663100142. Please refer to quote number J4071750 when contacting us for assistance.

Regards,
 Jon Vetter
 8663100142
 9376151862
jonathan.vetter@globalgov.ed.com
 GlobalGovEd.com

SKU	Manuf Part No	SKU Description	Unit Price	Qty	Total
C184-8018	11380	Cables To Go - 50 Pack RJ45 Module Plug Set	\$ 14.37	1	\$14.37
T105-9013	SRWO12US	TrippLite SRWO12US 12U Wall-Mount Pivoting Open Frame Rack - 12U, Pivoting Open Frame, Black	\$ 157.17	1	\$157.17
S262-3588	CABCAGENUTS	StarTech.com M5 Cage Nuts for Server Rack Cabinets - Rack nuts (pack of 50) - for P/N: RKPW161915, 4POSTRACK25, 2POSTRACK, RK2236BKF, RK1219WALL, RK1219WALH, RK4242BKNS, RK4242BK, RK4236BKNS	\$ 19.99	1	\$19.99
H24-J9020A	J9020A#ABA	HP J9020A ProCurve Switch 2510-48 Managed Network Switch - 48-Port, 10/100	\$ 574.45	3	\$1,723.35
c2g custom	c2g custom	1000ft Cat6, solid, WATERPROOF	\$ 304.07	1	\$304.07
YY11-DZ6079	J4858C-AMC	AMC Optics J4858C-AMC SFP (mini-GBIC) Module for HP	\$ 34.55	2	\$69.10
YYC1-29310	29310	C2G - Keystone jack - ivory - 1 port	\$ 3.50	50	\$175.00
YYC1-03795	03795	C2G - Keystone jack - RJ-45 - orange	\$ 2.50	25	\$62.50

EFN200-LCLC	EFN200-LCLC	FIBER CERAMIC 62.5 PVC LC-LC 200 FT	\$ 146.02	1	\$146.02
YYT1-10102869	43092	Cables To Go - Bulk cable - 1000 ft - UTP - (CAT 6) - plenum, solid - blue	\$ 431.57	1	\$431.57
YY11-E03837	37050	Cables To Go 24-Port CAT6 110-Type Patch Panel	\$ 68.34	3	\$205.02
C184-03745	03745	Cables To Go 2U Cable Management Panel with 5 d-Rings	\$ 28.71	2	\$57.42
YYC1-03746	03746	C2G Premise Plus - Rack cable management panel (horizontal) - black - 2U	\$ 34.65	2	\$69.30
C184-03748	03748	Cables To Go 35in Verticle Cable Management Rack	\$ 80.80	2	\$161.60
YYC1-03714	03714	C2G Premise Plus Multimedia Keystone Wall Plate - Wall plate - ivory - 6 ports	\$ 3.15	5	\$15.75
YYD1-4POSTRACKBK	4POSTRACKBK	StarTech 42U 4 Post Open Frame Rack	\$ 363.99	1	\$363.99

Purchase Order:

Shipping Method	Truck (3 to 9 days)
Total for all Items	\$ 3,976.22
Shipping & Handling:	\$ 155.40
Sales Tax:	\$ 0.00
Quote Total:	\$ 4,131.62

Payment Method: Open Account

Please Remit Payments to:
 Global GOV ED Solutions, Inc - P.O. Box 935311, Atlanta, GA 31193-5311
 Sales/Cust Serv: (888) 445-2725

Ask your agent about installation. We now offer expert hardware and software deployment services. No job is too big for us to handle from a simple small network to an enterprise level rollout.

Thank you for the opportunity to provide you with the pricing and information above.

- Sales tax will be charged where applicable unless a tax-exempt certificate is on file.
- Special buy prices are subject to change without notice in the event the manufacturer/supplier raises the price. Prices are subject to change on any Instant Rebate Item.
- This offer shall be valid for 1 day. Because of market volatility, memory & CPU pricing are only valid for the same day as quotation, unless otherwise stated on this quote.
- This offer is contingent on quantity restrictions and is subject to product availability.
- Original or faxed copy of the purchase order is required on all PO orders.

- A Return Authorization Number (RMA) is required on all returns. The RMA can only be issued within 30 days of the original ship date. We reserve the right to charge a 15% re-stocking fee where applicable.
- Returns of defective and mis-picked software and some hardware are limited to exchanges only. Some defective hardware covered by the manufacturer's warranty must be handled directly through the respective manufacturer.
- All sales are final on special ordered items (no return, exchanges, or refunds).
- Shipping charges are contingent on quantity orders, total weight of products and unusual size.

GlobalGovEd.com is not responsible for typographical errors or omissions. This email was sent to ctrice@elwood.ilb.in.us in response to Order # J4071750.

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<http://www.globalgoved.com/sectors/aboutus/privacy.asp>

For Merchandise Returns:

c/o GlobalGovEd.com Warehouse
175 Ambassador Drive, Naperville, IL 60540

GlobalGovEd.com
6990 State Route 36
Fletcher, OH 45326

C and S Networking

Elwood Public Library Quote

Quote Number 05092013

Scott Woodsides
 209 N. East St. Tipton, IN 46072
 Phone: 765-675-3167
 Cell: 765-415-9419 email: canasnetworking@gmail.com

TO: Elwood Public Library

Thank You Very Much For Your Business.
 Complete Computer and network installation and maintenance services.
 Please Note that Prices are subject to change this quote is valid for 30 days

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	Total Cost
1	1	Labor	\$2,000.00	\$2,000.00
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
			Total	\$2,000.00

We will be happy to supply any further information you may need and trust that you call on us to fill your order, which will receive our prompt and careful attention.

Thank you for the chance to do business with you

 Scott Woodsides

May 13, 2013

 DATE



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

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

Executive Session Agenda
May 20th, 2013
Elwood Public Library Meeting Room
1600 Main Street
Elwood, IN 46036
5:30 p.m.
IC 5-14-1.5-6.1 (b)

Executive sessions may be held only in the following instances:

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 - (D) The purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties. However, all such strategy discussions must be necessary for competitive or bargaining reasons and may not include competitive or bargaining adversaries.
- (3) For discussion of the assessment, design, and implementation of school safety and security measures, plans, and systems.
- (4) Interviews and negotiations with industrial or commercial prospects or agents of industrial or commercial prospects by the Indiana economic development corporation, the office of tourism development, the Indiana finance authority, the ports of Indiana, an economic development commission, the Indiana state department of agriculture, a local economic development organization (as defined in IC 5-28-11-2(3)), or a governing body of a political subdivision.
- (5) To receive information about and interview prospective employees.
- (6) With respect to any individual over whom the governing body has jurisdiction:
 - (A) To receive information concerning the individual's alleged misconduct; and
 - (B) To discuss, before a determination, the individual's status as an employee, a student, or an independent contractor who is:
 - (i) a physician; or
 - (ii) a school bus driver.
- (7) For discussion of records classified as confidential by state or federal statute.
- (8) To discuss before a placement decision an individual student's abilities, past performance, behavior, and needs.
- (9) To discuss a job performance evaluation of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.
- (10) When considering the appointment of a public official, to do the following:
 - (A) Develop a list of prospective appointees.
 - (B) Consider applications.
 - (C) Make one (1) initial exclusion of prospective appointees from further consideration.
Notwithstanding IC 5-14-3-4(b)(12), a governing body may release and shall make available for inspection and copying in accordance with IC 5-14-3-3 identifying information concerning prospective appointees not initially excluded from further consideration. An initial exclusion of prospective appointees from further consideration may not reduce the number of prospective appointees to fewer than three (3) unless there are fewer than three (3) prospective appointees. Interviews of prospective appointees must be conducted at a meeting that is open to the public.
- (11) To train school board members with an outside consultant about the performance of the role of the members as public officials.
- (12) To prepare or score examinations used in issuing licenses, certificates, permits, or registrations under IC 25.

Agenda

May 20th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
Immediately following Executive Session

Call to Order
Call for Quorum
New Business
1. Employee Misconduct
Public Comment
Adjournment

Agenda

May 20th, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Special Meeting
Immediately following Executive Session

Call to Order

Call for Quorum

New Business

1. Employee Misconduct

Public Comment

Adjournment



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

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

Executive Session Agenda

May 20th, 2013

Elwood Public Library Meeting Room

1600 Main Street

Elwood, IN 46036

5:30 p.m.

IC 5-14-1.5-6.1 (b)

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- (12) To prepare or score examinations used in issuing licenses, certificates, permits, or registrations under IC 25.

*Please post both meetings
in your Briefs section
this Friday and again
on Monday. Thank you
Danni*

Possible Motions

1. Effective immediately due to her arrest for drug possession, Molly Taylor's employment with the Library is terminated.
2. Effective immediately due to her arrest for drug possession, Molly Taylor is placed on a two-week suspension without pay. Upon receiving acceptable results from an immediate drug screen and background check, she will be allowed to return to work on a one-year probationary period. She must execute the appropriate consent form or face immediate termination of employment. During this probationary period, she will be subject to random drug testing and immediate dismissal by the Director for any cause for disciplinary action listed under number 12 of the Personnel Policy.
3. Effective immediately due to her arrest for drug possession, Molly Taylor is placed on a one-year probationary period. Her continued employment is contingent upon receiving acceptable results from an immediate drug screen and background check. She must execute the appropriate consent form or face immediate termination of employment. During this probationary period, she will be subject to random drug testing and immediate dismissal by the Director for any cause for disciplinary action listed under number 12 of the Personnel Policy.
4. Effective immediately due to her arrest for drug possession, Molly Taylor is placed on probation pending the outcome of her trial. During this probationary period, she will be subject to random drug testing and immediate dismissal by the Director for any cause for disciplinary action listed under number 12 of the Personnel Policy. Her continued employment is contingent upon receiving acceptable results from an immediate drug screen and background check. She must execute the appropriate consent form or face immediate termination of employment. The library reserves the right to revisit her employment status upon the conclusion of the criminal proceedings against her at the trial court.
5. Effective immediately due to her arrest for drug possession, Molly Taylor is placed on probation pending the outcome of her trial. Her continued employment is contingent upon receiving acceptable results from an immediate drug screen and background check. The library reserves the right to revisit her employment status upon the conclusion of the criminal proceedings against her at the trial court.

TRANSMISSION VERIFICATION REPORT

TIME : 05/15/2013 12:54
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER. # : BROF2V374540

DATE, TIME	05/15 12:53
FAX NO. /NAME	FRANKTON
DURATION	00:00:35
PAGE(S)	02
RESULT	OK
MODE	STANDARD ECM



North Madison County Public Library System
 1600 Main Street
 Elwood, IN 46036
 Phone: (765) 552-5001 Fax: (765) 552-0955

Executive Session Agenda
 May 20th, 2013
 Elwood Public Library Meeting Room
 1600 Main Street
 Elwood, IN 46036
 5:30 p.m.
 IC 5-14-1.5-6.1 (b)

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TIME : 05/15/2013 12:54
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER.# : BROF2V374540

DATE, TIME 05/15 12:54
 FAX NO./NAME SUMMITVILLE
 DURATION 00:00:26
 PAGE(S) 02
 RESULT OK
 MODE STANDARD
 ECM

TRANSMISSION VERIFICATION REPORT

TIME : 05/15/2013 13:00
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER.# : BROF2V374540

DATE, TIME 05/15 13:00
 FAX NO./NAME CALL LEADER
 DURATION 00:00:27
 PAGE(S) 02
 RESULT OK
 MODE STANDARD
 ECM



North Madison County Public Library System
 1600 Main Street
 Elwood, IN 46036
 Phone: (765) 552-5001 Fax: (765) 552-0955



North Madison County Public Library System
 1600 Main Street
 Elwood, IN 46036
 Phone: (765) 552-5001 Fax: (765) 552-0955

Executive Session Agenda
 May 20th, 2013
 Elwood Public Library Meeting Room
 1600 Main Street
 Elwood, IN 46036
 5:30 p.m.
 IC 5-14-1.5-6.1 (b)

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TRANSMISSION VERIFICATION REPORT

TIME : 05/15/2013 13:07
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER. # : BROF2V374540

DATE, TIME	05/15 13:07
FAX NO./NAME	HERALD
DURATION	00:00:28
PAGE(S)	02
RESULT	OK
MODE	STANDARD
	ECM



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

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

Executive Session Agenda
 May 20th, 2013
 Elwood Public Library Meeting Room
 1600 Main Street
 Elwood, IN 46036
 5:30 p.m.
 IC 5-14-1.5-6.1 (b)

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Agenda

June 10, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

1. Long Range Plan Update

New Business

1. Personnel Policy
2. Roof Issues – Elwood
3. Additional Appropriation
4. Permission Slip for Field Trips
5. Time Line for 2014 Budget Approval

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting
June 10, 2013
5:00pm

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on June 10, 2013 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Kevin Sipe, Bette Dalzell, Mike Robertson, Dan Prieshoff, Wayne Davidson and Beverly Austin. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

MINUTES

Kevin Sipe made a motion to approve the minutes from the regular meeting held on May 13, 2013 and the executive and special meetings held on May 20, 2013. Bette Dalzell made a second and the motion carried.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Treasurer Dan Prieshoff signed checks.

OLD BUSINESS

Long Range Plan Update

Kevin Sipe made a motion to approve the 2013-2015 Long Range Plan community needs with correction of areas where it is not readable. Bette Dalzell made a second and the motion carried. It was explained that the areas that are not readable are a printing error, the online copy is readable. The four needs of the community are as follows: The first and foremost need of the community is to have access to a well maintained facility with an adaptable technology infrastructure. The second need of our community is to have access to up-to-date and informative resources. The third need of our community is to have well trained and friendly staff to assist them. The fourth need of our community is to have access to needed programs in and outside of the library. Goals are set forth to accomplish these needs. This part of the 2013-2015 Long Range Plan needs to be received by the State Library for approval by June 30 to meet all of their standards. If not approved the library faces losing \$47,000 in revenue.

NEW BUSINESS

Personnel Policy

Mike Robertson made a motion to approve the proposed personnel policy which would include striking the section on page 19 under compassionate leave which reads as follows: "Consideration will be given by the Director concerning the death of other family members." Bette Dalzell made a second and the motion carries.

Roof Issues—Elwood

A representative from Comer Roofing and a representative from Elbert Roofing have both confirmed that the shingles on the roof at Elwood were not installed in a correct manner when the building was constructed. It was also discovered that there is not sufficient ventilation which has caused the seals on the shingles to disintegrate to a degree that portions of the roof are coming loose and beginning to slide down. Eighty percent of the roof can go at any time; this will especially cause an issue in the winter due to ice. An approximate estimate to replace the shingles and install proper ventilation would be between \$75,000 and \$100,000 which would put the current budget over the average growth quotient. In order to pay for these renovations, an additional appropriation for the Rainy Day Fund will need to be approved by the County Council. The County Council will need to hold a public hearing and approve the additional appropriation. Jane Lyons, Madison County Auditor, stated she could advertise a public hearing in two newspapers on June 15 and hold the public hearing on June 25. If the additional appropriation is approved, letters will need to be sent out for bids, the bids are to be sealed then opened and read at a public meeting. Fredericks Inc, Pendleton was suggested to contact for a bid. The Director will be asking for help with a Request for Proposal.

Additional Appropriation

A resolution for additional appropriation was read by Secretary Bette Dalzell requesting \$100,000 to be paid from other services/charges from the Rainy Day Fund. Kevin Sipe made a motion to approve the resolution, Bette Dalzell made a second and the motion carries.

Permission Slip for Field Trips

The library is working in conjunction with the YMCA summer day camp to possibly plan a field trip to the Children's Museum. A permission slip would be required and has been approved by the library's lawyer. Insurance liability is covered. There would need to be one chaperon for very four children in attendance; three chaperons would be from the library. Mike Robertson made a motion to approve the field trip permission form, Beverly Austin made a second and the motion carries. Background checks for volunteers were discussed.

Time Line for 2014 Budget Approval

Kevin Sipe made a motion to approve the 2014 budget time line, Beverly Austin made a second and the motion carries.

DIRECTOR'S REPORT

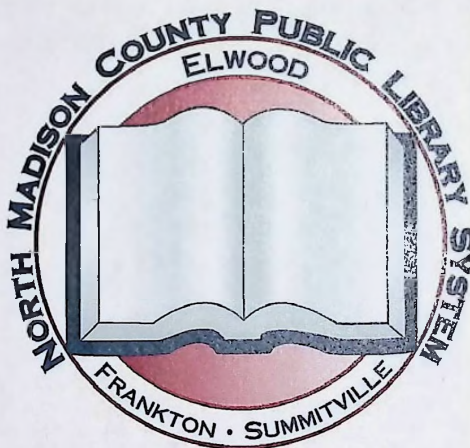
At the budget workshop held on June 5 several changes were discussed including a requirement to offer health insurance to retirees. The Director is still working with Martha Catt on the strategic planning process. The first planning committee meeting will probably be held in August, the list of prospective committee members is complete. The Director will start a two week vacation on June 11.

**LONG RANGE PLAN
2013-2015**

**NORTH MADISON COUNTY
PUBLIC LIBRARY SYSTEM**

MISSION STATEMENT

**To provide information sources and services
at the user's point of need.**



**Adopted by the
NMCPLS Board of Trustees**

NMCPLS MISSION: To provide information sources and services at the user's point of need.

The North Madison County Public Library System is comprised 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. Each library serves as the information center of the community, just as the free public library serves as the cornerstone of our democratic society. If the populace is to govern itself wisely and develop its full potential, then individuals must avail themselves of a free public library.

The public library has special importance for the individual. Each one approaches it with a unique background and utilizes it at one's own pace, and derives benefits from it to the full extent of one's needs, desires and capacities. NMCPLS is committed to providing the widest diversity of views and expressions, without restriction, and to upholding the American Library Association (ALA) Library Bill of Rights located on the ALA's website at <http://www.ala.org/ala/issuesadvocacy/intfreedom/librarybill/lbor.pdf> and is the last page of this plan.

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.

NMCPLS operates under Indiana State Laws IC 36-12, IC 4-23-7 and 7.1. These laws provide for a seven-member Board of Trustees to govern the library system by setting policy. Trustees employ an administrator for the system and individual managers who oversee day-to-day operation of facilities. In addition to compliance with State law, an effort is made to see that NMCPLS meets or exceeds standards established by the Indiana Library and Historical Board. All decisions and activities of NMCPLS are predicated on accountability to its tax-paying citizens and the needs of the communities we serve.

The needs of our community are as follows:

- The first and foremost need of any community is to have access to a well maintained facility with an adaptable technology infrastructure.
- The second need of our community is to have access to up-to-date and informative resources.
- The third need of our community is to have well trained and friendly staff to assist them.
- The fourth need of our community is to have access to needed programs in and outside of the library.

Goal #1: Ensure that each of our facilities continues to meet the needs of our communities.

- HVAC
 - Continue Maintenance Agreement with LMC for Elwood.
 - 2013- Investigate options for maintenance agreements for the Frankton and Summitville.
- Exterior Maintenance
 - 2013 – 2014 – Request additional appropriation from the Madison County Council to replace shingles and add appropriate amount of ventilation to the Elwood facility's roof and three attic areas.
 - 2014-2015 – Reseal parking lots at each facility.
 - 2015 – Reseal all mortar and caulked joints at the Summitville facility.
 - 2015 – Investigate adding additional parking spaces at the Summitville facility.
- Interior Maintenance
 - 2013-2015 – Clean carpets professionally once every year at all facilities.
 - 2014-2015 – Investigate and implement a solution for the foundation moving significantly away from the walls during the spring and summer months in the older section of the Summitville facility.
 - 2014 – Repair drywall and paint interior walls at each facility.
- Technology Infrastructure
 - 2013-2014 – Replace old network switches at each facility.
 - 2013 – 2015 - Run a fiber optic cable from the small technology closet at the Elwood facility to the Information Technology Manager's office in order to move patch panels, cabling and network switches from small closet to the Information Technology Manager's office.
 - 2013-2014 – Add new cable drops in needed areas and replace water damaged cable with cabling that is rated for outside use.
- Accessibility
 - Ongoing – Ensure that all buildings are continually ADA Compliant.
 - 2013-2014 – Investigate opening the Elwood facility for 3 hours on Sunday to assist with filing unemployment vouchers.
 - 2014 – If necessary, open the Elwood facility for 3 hours on Sunday.

Financial Resources and Sustainability

Maintenance tasks and Technology Improvements costing under \$5,000 per year will be budgeted in the line items, Professional Services or Technology Hardware, through the Operating Budget. Maintenance tasks costing more than \$5,000 will be budgeted in the LIRF, Rainy Day and/or Gift Funds.

Evaluation

Each facility will be evaluated once a year beginning in January using these categories: HVAC, interior and exterior maintenance, technology infrastructure and accessibility to assess needed improvements. Qualified professionals will be consulted when needed for assessment.

Goal #2: Provide access to a variety of up-to-date collections in print and non-print formats.

- 2013-2014 - Develop and purchase a core music CD collection at the Elwood facility.
- 2013-2014 – Investigate other online media options for music, video, audio books and eBooks.
- 2014 - 2015 - Update materials selection policy to include new formats.
- Develop and maintain current and new collections - Ongoing
- Ongoing - Coordinate collection development among departments and branches.
- 2014 - 2015 - Adjust materials budgets as needed
- 2014- 2015 – Add additional 20 hours of labor to the Tech Services Department to catalog extra materials.

Financial Resources and Sustainability

The Elwood Adult Gift Fund will be used to purchase the core music CD collection. The non-print line item of the operating fund will be used for any additional purchases. The Personal Services section of the Operating Budget will be increased to cover the additional 20 hours of labor.

Evaluation

Evaluation of all formats will happen at the end of every year. The evaluations will be based on circulation statistics and patron surveys.

Goal #3: Ensure that all staff members are trained to assist our patrons with all of their needs.

- Yearly – Review and update if needed all job descriptions.
- 2013 - 2014 – Training Committee meets once a month.
- 2013-2104 – Training Committee develops a training manual with a handouts, quizzes and videos for different aspects of working the circulation desk.
- Ongoing – Ensure that managers and department heads keep up with his/her Library Certification.

- Ongoing – Ensure that managers and department heads take at least 15 hours' worth of LEUs/TLEUs each year.
- Ongoing – Ensure that every staff member has at least 2 hours every month off the circulation desk for training which will include any needed computer training provided by the Information Technology Manager.
- Ongoing – Ensure that managers and department heads use the training checklist when training new employees and when evaluating employees.

Financial Resources and Sustainability

The resources needed to prepare the training manual will come from the Operating Expenses line item of the Operating Budget. The Library will pay for staff members to take approved LEU and TLEU workshops with the Professional Meetings line item of the Operating Budget. Currently, all circulation desks can allow all staff members 2 hours off the desk for training once a month without hiring extra staff.

Evaluation

Employee yearly evaluations will include a questionnaire about the training manual and its effectiveness. They will be encouraged to offer feedback on needed improvements.

Goal #4: Provide quality programs for children, young adult and adult patrons that will encourage continuous learning.

- Define current weaknesses and strengths of programming efforts in all facilities -2013-2015
- Develop and implement a plan to ensure successful programming for all ages – 2013-2014
- Increase programming budgets as funds allow - yearly
- Continue and/or implement programs for newborns to seniors - 2011-2013
 - Elwood Public Library currently offers:
 - Toddler Time for 18 months up to 3 years once/week
 - Story Time for 3 to 5 years once/week
 - Twilight Tales for Kindergarten to 5th grade
 - Teen programming for 6th to 12th grade
 - Home school program for 2nd to 12th grade
 - YMCA preschool story times
 - Transition Resources Head Start Program
 - 6 week summer reading program for all ages
 - Computer classes
 - Regular author visits for adults
 - Frankton Community Library currently offers:
 - Story Time for 3 to 5 years
 - Mondays at 10 book group for adults
 - 6 week summer reading program for ages 3 years to adult
 - Computer classes
 - Ralph E. Hazelbaker Library currently offers:

- Story Time for 3 to 5 years
- Afterschool story time for Kindergarten to 5th grade
- Teen programming for 6th to 12th grade
- Senior Social for adults 54 years and older
- 6 week summer reading program for ages 3 years to adult
- Computer classes
- Each facility will hold a certain number of programs per year according to different age groups.
 - Main branch will hold at least 150 children's programs, 12 young adult programs and 24 adult programs which includes computer classes per year
 - Each branch will hold at least 50 children's programs, 6 young adult programs and 12 adult programs which includes computer classes per year
- 2013 – 2014- Staff member working at the Elwood facility will have 20 hours per week dedicated to outreach programming and marketing.
- Ongoing – Continue reading program at the Summit Convalescent Center in Summitville twice a month
- Ongoing – Continue working with the Elwood YMCA
 - Continue offering reading program to the YMCA ABC School children. Children ages 3 to 4 years old once a month and ages 4 to 5 years old twice a month.
 - Continue working with the YMCA Summer Day Camp to offer special programs and library tours and to partner together on special field trips during summer reading.
- Ongoing – Continue the Transition Resources Head Start reading program held 8 times/month at the Edgewood Elementary School in Elwood.
- 2013- 2014 – Outreach Programming and Marketing staff person will develop homebound service in Elwood.
- 2013-2014 – Outreach Programming and Marketing staff person will work with Transition Resources to offer a Spanish reading program to the local migrant camp children.
- 2014-2105 – Develop Full-time Outreach Programming and Marketing Manager's position.
- 2014-2105 – New Outreach Programming and Marketing Manager will offer programs to local nursing home and assisted living facilities.

Financial Resources and Sustainability

Several line items of the Personal Services section of the Operating Budget will need to be increased to allow for a full-time Outreach Programming and Marketing Manager. The Traveling Expense line item will need to be increased to accommodate the travel expenses for the new outreach programs. The Programming line items of the Operating Budget will be increased as needed.

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 #4: Engage in cooperative activities with community partners and other public libraries.

Objectives apply to all three facilities:

- Continue cooperative relationship with NICCL (Northern Indiana Computer Consortium of Libraries) to receive discount on information technology expertise.
- Continue cooperative relationship with other Madison County Libraries to save on pest control through Baxter.
- Continue partnership with the Elwood YMCA
 - Ongoing – Continue to develop other ways to partner with the YMCA
- Continue partnership with the local school corporations
 - Offering reading programs to Head Start programs.
 - Offering teacher cards for teachers living outside of our district.
 - Offering classroom library tours.
 - Offering to put together teacher collections upon request.
 - Ongoing – Continue to develop other ways to partner with each school corporation.
- Continue current partnership and develop new partnerships with local nursing homes and assisted living facilities.
- 2013-2014 – Develop partnerships with other local daycares and preschools.
- Ongoing – Continue partnership with other libraries that share our Integrated Library System to share resources by searching and requesting items and using Info Express to deliver them.
- Ongoing – Continue to develop a public interface to enable our patrons to search for items located at the libraries sharing our same Integrated Library System.
- Ongoing – Continue to be on the Statewide Reciprocal Borrowing List to enable our patrons to use other libraries free of charge.

Financial Resources and Sustainability

Several line items of the Personal Services section of the Operating Budget will need to be increased to allow for a full-time Outreach Programming and Marketing Manager. The Traveling Expense line item will need to be increased to accommodate the travel expenses for the new outreach programs. The Programming line items of the Operating Budget will be increased as needed.

Evaluation

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

Year 2013

Assessment of facilities, services, technology, and operations

	Currently Have/Need [list facility, service or operations item]	Required by Standards [list corresponding standard]	Identified by Community Needs [compliance level will not be used]	Indiana Public Library Standards Compliance Level			
				Basic	Enhanced	Exceptional	Improve
Facilities							
Main Facility, Both Branches	Handicap accessible doors	compliance with Americans with Disabilities Act		X			
Main Facility, Both Branches	Handicap accessible parking spaces	compliance with Americans with Disabilities Act		X			
Main Facility, Both Branches	Handicap accessible Entrance	compliance with Americans with Disabilities Act		X			
Main Facility	Several computers on our network do not have access to a RJ45 jack; therefore, these computers are connected to the network via multiple switches. These switches are causing a significant slow down in Internet traffic during busy times		Due to high unemployment rates and poverty level, the community needs free access to high speed internet.				
Main Facility	At our main circulation desk several RJ45 jacks do not work due to cracked conduits with water in them causing faulty cabling. Currently we are using a switch to network our copier, printer and staff computer. Also our main telephone and fax machine will have to moved if the RJ45 jack these items are currently connected fails.	Telephone, fax and copier		X			

- Year 2013

Assessment of facilities, services, technology, and operations

	Currently Have/Need [list facility, service or operations item]	Required by Standards [list corresponding standard]	Identified by Community Needs [compliance level will not be used]	Indiana Public Library Standards Compliance Level			
				Basic	Enhanced	Exceptional	Improve
Services							
Adult Services	One full-time adult services librarian, certified (main) Two full-time branch managers, certified offering adult, youth and children's services (branches)	Programs and reference services offered by a qualified individual holding the appropriate librarian certificate		X			
Youth Adult Services	librarian, certified offering young adult and children programming (main) Two full-time branch managers, certified offering adult, youth and children's services (branches)	Programs and reference services offered by a qualified individual holding the appropriate librarian certificate		X			
Children Services	librarian, certified offering young adult and children programming (main) Two full-time branch managers, certified offering adult, youth and children's services (branches)	Programs and reference services offered by a qualified individual holding the appropriate librarian certificate		X			
Outreach Services	4/2013-dedicate 20 hrs/per week to develop outreach services and partnerships. 9/2013 evaluate adding a full-time outreach person	Collaboration with other Community Partners (Long Range Plan)		X			X

Year 2013

Assessment of facilities, services, technology, and operations

	Currently Have/Need [list facility, service or operations item]	Required by Standards [list corresponding standard]	Identified by Community Needs [compliance level will not be used]	Indiana Public Library Standards Compliance Level			
				Basic	Enhanced	Exceptional	Improve
Library Sponsored Programming	Provided 463 library sponsored programs in 2012	Class B library serving 19,500 = 293					X
Collection Development	Spent 13.5% of operating budget on collection development and collection was made available during open hours	Spend at least 7.5% of operating fund expenditures for library collections and available during open hours			X		
Resource Sharing - Delivery Service	We participate in the statewide delivery service provided by ISL from our main facility two (2) days per week.	Participate in the statewide delivery service provided by ISL from a single, fixed location within the library district two (2) days per week.			X		
Interlibrary Loan Service	We are a member of the Statewide Reciprocal Borrowing List. Reciprocal Borrowing Agreement with the Alexandria-Monroe Public Library. Interlibrary Loan with other Indiana libraries that share our integrated library system by using a universal search feature	Interlibrary Loan is free of charge and each library must participate in at least one of these programs: Statewide Reciprocal Borrowing, OCLC Resource Sharing and Local Reciprocal Borrowing			X		
Library Partnerships	We partner with other libraries that share our Integrated Library System to share resources by searching and requesting items and using InfoExpress to deliver them.	Collaboration with other Public Libraries (Long Range Plan)					

Year 2013

Assessment of facilities, services, technology, and operations

	Currently Have/Need [list facility, service or operations item]	Required by Standards [list corresponding standard]	Identified by Community Needs [compliance level will not be used]	Indiana Public Library Standards Compliance Level			
				Basic	Enhanced	Exceptional	Improve
Technology							
Public Access Computers	59 public access computers, Wi-Fi (main and branches), scanner (main and branches)	Class B library serving 19,500 = 39 PACs					X
Technology Plan	Current 3 year technology plan will expire June 30, 2014. Fall of 2013 will start the draft of a new three year plan which will cover July 1, 2014 to June 30, 2016	Goals and realistic strategy for using telecommunications and information technology, a professional development strategy, assessment of telecommunication services, hardware, software, equipment replacement schedule, financial resources and sustainability, evaluation, an automation plan					X
Website	Operation, physical addresses, maps for each fixed location, phone numbers, e-mail addresses, access to free electronic resources (INSPIRE), library policies, Access to library's catalog and calendar of events updated monthly	Operation, physical addresses, maps for each fixed location, phone numbers, e-mail addresses, access to free electronic resources (INSPIRE), library policies, Access to library's catalog and calendar of events updated monthly					X

Year 2013

Assessment of facilities, services, technology, and operations

	Currently Have/Need [list facility, service or operations item]	Required by Standards [list corresponding standard]	Identified by Community Needs [compliance level will not be used]	Indiana Public Library Standards Compliance Level			
				Basic	Enhanced	Exceptional	Improve
Operations							
Hours Open	Main facility open 50 hours per week; each branch open 46 hours per week, each location open 4 evening hours and main facility open 1 weekend day	Class B - 50 unique hours per week; 4 evening and 1 weekend day			X		
Additional Hours Open	Add at least 3 open hours on Sunday at the main facility	Community Need	Due to high unemployment rates and poverty level, the community needs free access to high speed Internet on Sunday to allow for earliest filing of vouchers				X
Means of Communication	Telephone listed in the library's name, answering machine with library's hours, e-mail address, copy and fax machines (main and branches)	Telephone listed in the library's name, answering machine with library's hours, e-mail address, copy and fax machines at each fixed location			X		

Year 2013

Assessment of facilities, services, technology, and operations

Indiana Public Library Standards
Compliance Level

Facilities	Currently Have/Need [list facility, service or operations item]	Required by Standards [list corresponding standard]	Identified by Community Needs [compliance level will not be used]	Compliance Level			
				Basic	Enhanced	Exceptional	Improve
Main Facility, Both Branches	Handicap accessible doors	compliance with Americans with Disabilities Act		X			
Main Facility, Both Branches	Handicap accessible parking spaces	compliance with Americans with Disabilities Act		X			
Main Facility, Both Branches	Handicap accessible Entrance	compliance with Americans with Disabilities Act		X			
Main Facility	Several computers on our network do not have access to a RJ45 jack; therefore, these computers are connected to the network via multiple switches. These switches are causing a significant slow down in Internet traffic during busy times		Due to high unemployment rates and poverty level, the community needs free access to high speed Internet.				
Main Facility	At our main circulation desk several RJ45 jacks do not work due to cracked conduits with water in them causing faulty cabling. Currently we are using a switch to network our copier, printer and staff computer. Also our main telephone and fax machine will have to moved if the RJ45 jack these items are currently connected fails.	Telephone, fax and copier		X			

Year 2013

Assessment of facilities, services, technology, and operations

Indiana Public Library Standards
Compliance Level

Services	Currently Have/Need [list facility, service or operations item]	Required by Standards [list corresponding standard]	Identified by Community Needs [compliance level will not be used]	Indiana Public Library Standards Compliance Level			
				Basic	Enhanced	Exceptional	Improve
Adult Services	One full-time adult services librarian, certified (main) Two full-time branch managers, certified offering adult, youth and children's services (branches)	Programs and reference services offered by a qualified individual holding the appropriate librarian certificate		X			
Youth Adult Services	One full-time youth services librarian, certified offering young adult and children programming (main) Two full-time branch managers, certified offering adult, youth and children's services (branches)	Programs and reference services offered by a qualified individual holding the appropriate librarian certificate		X			
Children Services	One full-time youth services librarian, certified offering young adult and children programming (main) Two full-time branch managers, certified offering adult, youth and children's services (branches)	Programs and reference services offered by a qualified individual holding the appropriate librarian certificate		X			
Outreach Services	4/2013-dedicate 20 hrs/per week to develop outreach services and partnerships. 9/2013 evaluate adding a full-time outreach person	Collaboration with other Community Partners (Long Range Plan)		X			X

Year 2013

Assessment of facilities, services, technology, and operations

Indiana Public Library Standards
Compliance Level

	Currently Have/Need [list facility, service or operations item]	Required by Standards [list corresponding standard]	Identified by Community Needs [compliance level will not be used]	Indiana Public Library Standards Compliance Level			
				Basic	Enhanced	Exceptional	Improve
Library Sponsored Programming	Provided 463 library sponsored programs in 2012	Class B library serving 19,500 = 293				X	
Collection Development	Spent 13.5% of operating budget on collection development and collection was made available during open hours	Spend at least 7.5% of operating fund expenditures for library collections and available during open hours			X		
Resource Sharing – Delivery Service	We participate in the statewide delivery service provided by ISL from our main facility two (2) days per week.	Participate in the statewide delivery service provided by ISL from a single, fixed location within the library district two (2) days per week.			X		
Interlibrary Loan Service	We are a member of the Statewide Reciprocal Borrowing List. Reciprocal Borrowing Agreement with the Alexandria-Monroe Public Library. Interlibrary Loan with other Indiana libraries that share our integrated library system by using a universal search feature	Interlibrary Loan is free of charge and each library must participate in at least one of these programs: Statewide Reciprocal Borrowing, OCLC Resource Sharing and Local Reciprocal Borrowing			X		
Library Partnerships	We partner with other libraries that share our Integrated Library System to share resources by searching and requesting items and using InfoExpress to deliver them.	Collaboration with other Public Libraries (Long Range Plan)					

Year 2013

Assessment of facilities, services, technology, and operations

Indiana Public Library Standards
Compliance Level

	Currently Have/Need [list facility, service or operations item]	Required by Standards [list corresponding standard]	Identified by Community Needs [compliance level will not be used]	Indiana Public Library Standards Compliance Level			
				Basic	Enhanced	Exceptional	Improve
Technology							
Public Access Computers	59 public access computers, Wi-Fi (main and branches), scanner (main and branches)	Class B library serving 19,500 = 39 PACs					X
		Goals and realistic strategy for using telecommunications and information technology, a professional development strategy, assessment of telecommunication services, hardware, software, equipment replacement schedule, financial resources and sustainability, evaluation, an automation plan					
Technology Plan	Current 3 year technology plan will expire June 30, 2014. Fall of 2013 will start the draft of a new three year plan which will cover July 1, 2014 to June 30, 2016						X
Website	Website with Hours of Operation, physical addresses, maps for each fixed location, phone numbers, e-mail addresses, access to free electronic resources (INSPIRE), library policies, Access to library's catalog and calendar of events updated monthly	Website with Hours of Operation, physical addresses, maps for each fixed location, phone numbers, e-mail addresses, access to free electronic resources (INSPIRE), library policies, Access to library's catalog and calendar of events updated monthly					X

Year 2013

Assessment of facilities, services, technology, and operations

Indiana Public Library Standards
Compliance Level

	Currently Have/Need [list facility, service or operations item]	Required by Standards [list corresponding standard]	Identified by Community Needs [compliance level will not be used]	Indiana Public Library Standards Compliance Level			
				Basic	Enhanced	Exceptional	Improve
Operations							
Hours Open	Main facility open 50 hours per week; each branch open 46 hours per week, each location open 4 evening hours and main facility open 1 weekend day	Class B - 50 unique hours per week; 4 evening and 1 weekend day			X		
Additional Hours Open	Add at least 3 open hours on Sunday at the main facility	Community Need	Due to high unemployment rates and poverty level, the community needs free access to high speed Internet on Sunday to allow for earliest filing of vouchers				X
Means of Communication	Telephone listed in the library's name, answering machine with library's hours, e-mail address, copy and fax machines (main and branches)	Telephone listed in the library's name, answering machine with library's hours, e-mail address, copy and fax machines at each fixed location			X		

RESOLUTION FOR ADDITIONAL APPROPRIATION

WHEREAS, Board of Trustees of the North Madison County Public Library has determined that it is now necessary to appropriate more money than was originally appropriated in the annual budget;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the North Madison County Public Library, that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to laws governing the same:

DULY ADOPTED by the Board of Trustees of the North Madison County Public Library at its regular meeting held on the 10th day of June, 2013, at which meeting a quorum was present.

Fund Name:	Amount Requested	Amount Approved
Rainy Day Fund		
Major Category		
10000 Personal Services	\$ 0	\$
20000 Supplies	\$ 0	\$
30000 Other Services/Charges	\$ 100,000	\$
40000 Capital Outlays	\$ 0	\$
TOTAL for Rainy Day Fund	\$ 100,000	

NAY

AYE

Dan Prischoff
Coverly Austin
Wyo & L...
Paulie Bittenhouse
R...
Mike Robertson

ATTEST: *Brian Dabell*
 Secretary North Madison County Public Library

CERTIFIED COPY OF ADDITIONAL APPROPRIATION

COUNTY NAME: Madison
 UNIT NAME: North Madison County Public Library System
 Date of Publication June 15, 2013 Newspaper Elwood Call Leader
 Date of Publication June 15, 2013 Newspaper Herald Bulletin
 Date of Public Hearing June 25, 2013
 Date of Resolution/Ordinance June 10, 2013

County # _____
 Unit # _____
 Date Received: _____
 Order Number: _____

Complete for each fund from which the additional appropriations are made. Use a separate column for each fund. Lines referred to below are on the 16 - Line computer statement from the DLGF.

A. DLGF Fund Number	0061			
B. Fund Name	Rainy Day			
C. Appropriation Amount Requested	100,000			
D. Amount by Reduction	0			
E. Amount by Surplus (C - D)	100,000			
1. Property Tax Levy (Line 16)	0			
2. Levy Excess (Line 15)	0			
3. PTRC from CAGIT (Line 13)	0			
4. Misc. Revenue (Line 8b) (If higher than 8b amount, a revised Budget Form 2 must be attached.)	0			
5. January 1 Cash Balance (See administrative note #6)	142,360			
6. Total Funds (1 + 2 + 3 + 4 + 5)	142,360			
7. DLGF Approved Budget	15,000			
8. Encumbered Appropriations	0			
9. Beginning Appropriations (7 + 8)	15,000			
10. Surplus Funds (6 - 9)	127,360			
11. Amount additionally appropriated since January 1 st less any reductions in appropriations.	0			
12. Amount transferred to the Rainy Day Fund.	0			
13. Surplus Funds Remaining (10-11-12)	127,360			

I, _____, fiscal officer of _____ do hereby certify that the above information is true and correct.

Dated this _____ day of _____, 20 _____

 (Signature) (Title)

 (Unit Address) (Telephone Number)

 (City / Town / Zip Code) (E-mail Address - Optional)

Herald Bulletin 4/10/13

standards skeptic to Indiana board

places vocal standards supporter Neil Pickett, a one-time adviser to former Gov. Mitch Daniels.

Neal, a former Indianapolis Star editorial page editor who teaches at St. Richard's Episcopal School in Indianapolis, wrote that he had reviewed many textbooks promoted by publishers as "Common Core-aligned" and found they weren't better than current materials.

"Education reformers should stop reinventing the wheel and focus their attention on the recruitment, training and retention of excellent teachers for every classroom," she wrote. "Indiana reformers made a wise move when they decided to pause implementation of the Common Core. Other states will follow."

Another new member, Brad Oliver, an associate dean of education at Indiana

Wesleyan University in Marion, said he would wait to decide his vote on continuing Common Core until after public testimony but that he didn't agree with some opponents' objections to Common Core.

"I don't share all the controversial concerns that are out there," he told The Indianapolis Star. "I have read the standards and (am) very well versed in academic standards of Indiana right now."

Pence, who signed the implementation delay bill into law, said he believed the pause would allow time for state officials, educators and the public to have more discussion about the teaching standards developed by a national group of state school officials and since adopted by 45 states.

LEGAL NOTICE

IN THE MADISON CIRCUIT COURT, DIVISION I STATE OF INDIANA

IN THE MATTER OF THE UNSUPERVISED ADMINISTRATION OF THE ESTATE OF JOAN G. HAINES, DECEASED
Estate Doc: 48C01-1306-EU-000304

NOTICE OF ADMINISTRATION
In The Madison Circuit Court
Division I, State of Indiana

Notice is hereby given that on the 11th day of June, 2013, James H. Haines, IV was appointed the Personal Representative of the Estate of Joan G. Haines, deceased, who died on July 11, 2008, to administer said estate without Court supervision. All persons having claims against said estate, whether or not now due, must file the same in the office of the Clerk of the Court within three (3) months from the date of the first publication of this notice, or within nine (9) months after the decedent's death, whichever is earlier, or the claims will be forever barred.

Dated at Anderson, Indiana, this 11th day of June, 2013.

Darlene Likens
Clerk of Madison Circuit Court, Div. 1

LEGAL NOTICE

NOTICE OF TAX SALE, REDEMPTION PERIOD, AND OTHER RIGHTS

In Re: Purchase of Tax Sale Certificate Numbered 4812001441, Anderson, Indiana

Larry R. Byrd, 425 North 500 East, Anderson, Indiana 46017.
City of Anderson, 120 E. 8th St., Anderson, IN 46018.

PLEASE TAKE NOTICE THAT:
Jackquella Jones of 2005 West 16th Street, Anderson, IN 46011, is being represented by our office. A property tax sale was conducted by Madison County, Indiana on March 29, 2013. This sale targeted Madison County, Indiana parcels of real property that were delinquent on property tax payments, and these properties were offered for sale to the highest bidder. Jackquella Jones was the successful bidder of a parcel of property located in the City of Anderson, County of Madison, State of Indiana, with the commonly known address of 1607 Halford St., Anderson, Indiana.

Pursuant to Indiana law, you are entitled to be notified of the following:

- (1) A petition for a tax deed will be filed on or after August 1, 2013.
- (2) After a petition for a tax deed is filed, the purchaser shall request that the court issue its order no later than 61 days thereafter.
- (3) The legal description of the tract or real property shown on the certificate of sale is: Lot Number 188 in the continuation of Cumback's Shadeland Addition to the City of Anderson.

RECYCLING CENTER

Professional Services	\$77,000.00
Communication and Transportation	\$3,500.00
Printing and Advertising	\$8,100.00
Utilities	\$5,900.00
Repair & Maintenance	\$8,000.00
Other Services/Charges	\$7,000.00
Machinery & Equipment	\$5,000.00
COUNTY PUBLIC SAFETY FUND	
Extractions	\$10,000.00

COIT FUND

Animal Shelter and Communications	\$10,000.00
Transportation	\$15,000.00
Insurance	\$282,000.00
Demolition of Buildings	\$15,000.00
Workers Compensation	\$38,714.00

HIGHWAY FUND

Machinery & Equipment	\$431,511.00
-----------------------	--------------

GENERAL FUND

Extractions	\$10,000.00
-------------	-------------

Taxpayers appearing at such hearings shall have a right to be heard thereon. The additional appropriations as finally made will be referred to the Department of Local Government Finance.

LEGAL NOTICE

NOTICE OF A SPECIAL MEETING OF THE MADISON COUNTY COUNCIL

A special meeting of the Madison County Council will be held at the Madison County Government Center in the County Council Chambers at Anderson, Indiana on the 25th day of June, 2013 at 5:00 p.m. At such meeting the Council will consider additional appropriations for the North Madison County Public Library in the following listed funds:

RAINY DAY FUND
Other Services/Charges \$100,000.00

Taxpayers appearing at such hearings shall have a right to be heard thereon. The additional appropriations as finally made will be referred to the Department of Local Government Finance. The Board will make a written determination of the sufficiency of funds to support the appropriations made within (15) days of receipt of a certified copy of the action taken.

Jane E. Lyons
Madison County Auditor
PUBLISH: June 15, 2013
E594
hspaxp

LEGAL NOTICE

NOTICE OF TAX SALE, REDEMPTION PERIOD, AND OTHER RIGHTS

In Re: Purchase of Tax Sale Certificate Numbered 481200385
Ms. Joni Debiene, 916 Laurel Street, Anderson, IN 46016;
Citifinancial Services Inc., 5547 South Scatterfield Road, Anderson, IN 46013.

PLEASE TAKE NOTICE THAT:
Westside Community Church, 1015 Irving Way, Anderson, Indiana 46016, is being represented by our office. A property tax sale was conducted by Madison County, Indiana in 2013. This sale targeted Madison County, Indiana parcels of real property that were delinquent on property tax payments, and these properties were offered for sale to the highest bidder. Westside Community Church was the successful bidder of a parcel of property located in the City of Anderson, County of Madison, State of Indiana, with the commonly known address of 916 Laurel Street, Anderson, IN 46016.

Pursuant to Indiana law, you are entitled to be notified of the following:

- (1) A petition for a tax deed will be filed on or after August 1, 2013.
- (2) After a petition for a tax deed is filed, the purchaser shall request that the court issue its order no later than 61 days thereafter.
- (3) The legal description of the tract or real property shown on the certificate of sale is: 36 feet of the entire south end of Lot Numbered 24 in Hillside Addition to the City of Anderson, Madison County, Indiana. The brief legal description is Hillside 36 S SD 36 S END L024.
- (4) The date the tract or real property was sold at a tax sale was March 29, 2013.
- (5) The name of the: (a) purchaser or purchaser's assignee will be referred to the Department of Local Government Finance.

LEGAL NOTICE

NOTICE OF ADMINISTRATION
IN THE MADISON COUNTY CIRCUIT COURT
Estate No. 48C06 1306 EU 30'
IN THE MATTER OF THE ESTATE OF BETTY M. PAVEY, DECEASED

IN THE CIRCUIT COURT OF MADISON COUNTY, INDIANA

Notice is hereby given that Carc Pavey was, on June 11, 20 appointed Personal Representative of the Estate of Betty M. Pavey deceased, who died on June 5, 2013. All persons having claims against this estate, whether or not now due must file the same in the office of Clerk of this Court within three months from the date of the first publication of this notice or within nine months after the decedent's death; whichever is earlier, or the claims be forever barred.

Dated at Anderson, Indiana June 11, 2013.

Darlene Likens
Clerk of the Madison Circuit Court, Indiana

Attorney for Estate
Ardeh Wilson
Wilson Law, LLC
932 Meridian Street
Anderson, Indiana 46016-1748
PUBLISH: June 15, 2013
E599
hspaxp

NOTICE OF 30 DAY PERIOD OF PUBLIC COMMENT
Preliminary Findings Regarding a Significant Modification to a Part 70 Operating Permit for ELSA, LLC in Madison County

Significant Source Modification No. 095-33072-0004
Significant Permit Modification No. 095-33084-00048

The Indiana Department of Environmental Management (IDEM) has received an application from ELSA, LLC located at 1240 South State Road 37, Elwood, Indiana 46036 for a significant modification of its Part 70 Operating Permit issued on June 29, 2012. If approved by IDEM's Office of Air Quality (OAQ), this proposed modification would allow ELSA, LLC to make certain changes to its existing stationary fuel tank and exhaust systems manufacturing plant. ELSA, LLC has applied to update the 326 IAC 8-3 requirements in the permit, to add two (2) existing emergency generators to the permit, to increase in the maximum capacity of four (4) paint booths (AM-08, AM-09, AM-10, and AM-33), to add five (5) new stamping presses, to modify the description of the VOC dust application process, and to modified the existing VOC emissions limit for surface coating processes.

The applicant intends to construct and operate new equipment that will emit air pollutants and modify existing units; therefore, the permit contains new or different permit conditions. In addition, some conditions from previously issued permits have been corrected or removed. These corrections, changes, and removals may include additional information that has reviewed this application, and has developed preliminary findings, consisting of a draft permit and several supporting documents, that would allow the applicant to make this change.

A copy of the permit application and IDEM's preliminary findings are available at:
Elwood Public Library
1600 Main Street
Elwood, IN 46036

A copy of the preliminary findings is available on the internet at: <http://www.in.gov/ia/applies/ide/ma/095/>

How can you participate in this process?
The date that this notice is published in a newspaper marks the beginning of a 30-day public comment period. If the 30th day of the comment period falls on a day when IDEM offices are closed for business, all comments must be postmarked and delivered to a person on the next business day.

COUPLE LONGS TO adopt newborn. Will provide secure forever love. Lori & Craig 888-773-6381 Expenses Paid

Public Notices

NOTICE OF A SPECIAL MEETING OF THE MADISON COUNTY COUNCIL

A special meeting of the Madison County Council will be held at the Madison County Government Center in the County Council Chambers at Anderson, Indiana on the 25th day of June, 2013 at 5:00 p.m. At such meeting the Council will consider additional appropriations for the North Madison County Public Library in the following listed funds:

RAINY DAY FUND
Other Services and Charges \$100,000.00

Taxpayers appearing at such hearings shall have a right to be heard thereon. The additional appropriations as finally made will be referred to the Department of Local Government Finance. The Board will make a written determination of the sufficiency of funds to support the appropriations made within (15) days of receipt of a certified copy of the action taken.

Jane E. Lyons
Madison County Auditor
HB-475 June 15 hspaxp 773205

library oak bookcase, furniture, tools, & a lot more. Auctions held on the 1st & 3rd Sunday each month. Check us out on Auctionzip.com. Now taking good clean consignments: Antiques, tools, mowers, furniture, & more. No waiting - get paid within 24 hours of auction! Dick Ziegler Auctioneer, 765-602-4927, AUF 19500217

LARGE ESTATE AUCTION HOME & CONTENTS
Sat. 06/15 - 10:00 AM
6192 N. 525 W. - MIDDLETOWN (36 E TO HONEY CREEK RD., GO LEFT (N.) TO ADDRESS) TO SETTLE THE ESTATE OF BARB HOOVER,
3 BDRM, 2 Baths, Country Seating on 2.385 Acres.
FURNITURE, COLLECTIBLES, HOUSEHOLD, & MUCH MORE.
REP. ATTORNEY-DOUG OWENS
LOOK ON AUCTIONZIP.COM
#10579 FOR PHOTOS.
DAVID REED, AU060009
D&D FAMILY AUCTION SERVICE
765-778-2562 OR 765-620-6929

Public Notices

and make verbal comments. At a meeting, you would have an opportunity to submit written comments, ask questions, and discuss any air pollution concerns with IDEM staff. Comments and supporting documentation, or a request for a public hearing should be submitted in writing to IDEM at the address below. If you comment via e-mail, please include your full U.S. mailing address so that you can be added to IDEM's mailing list to receive notices of IDEM action related to this permit. Future application, please contact IDEM at the address below. Please refer to permit numbers SSM 095-33072-00048 and SPM 095-33084-00048 in all correspondence.

Comments should be sent to:
Briem Wright
IDEM, Office of Air Quality
100 North Senate Avenue
Indianapolis, IN 46204-2251
(800) 451-6027,
ask for extension (4-6544)
Or dial directly: (317) 234-6544
Fax: (317) 232-6749
attn: Brian Wright
E-mail: BWright1@idem.in.gov

All comments will be considered by IDEM when we make a decision to issue or deny the permit. Comments that are most likely to affect final permit decisions are those based on the rules and laws governing this permitting process (326 IAC 8-3) at the time of the permit. IDEM does not have legal authority to regulate zoning, odor or noise. For such issues, please contact your local officials.

For additional information about air permits and how you can participate, please see IDEM's Guide for Citizen Participation and Permit Guide on the internet at: www.idem.in.gov

What will happen after IDEM makes a decision?
Following the end of the public comment period, IDEM will issue a Notice of Decision stating whether the permit has been issued or denied. If the permit is issued, it may be different than the draft permit because of comments that were received during the public comment period. If comments are received during the public notice period, the final decision will include a document that summarizes the comments and IDEM's response to those comments. If you have submitted comments or have asked to be added to the mailing list, you will receive a Notice of the Decision. The notice will include:

SATURDAY, JUNE 15TH, 13
No Sale This Week.
See everyone next week, June 22nd, for a packed sale! Serving you in Madison & surrounding counties for over 32 years. Your interest, attendance & patronage are always appreciated. Thanks Mike!!!

AMP AUCTIONS
SUNDAY AT 1:00 PM
Doors Open @ 11:30 AM
765-356-4118
2125 Co. Rd. 67
Anderson, IN

Camper Shell (w/ bath, kitchen & beds), Air Rifles, Air Pistol, BB gun and accessories, Enacting Desktop Computer, Gun Cabinet, New Patio Furniture, Dewalt Cordless Light, Dewalt Drywall Gun, Recliners, Costume Jewelry, Paslode Framing Nailers, Craftsman Radial Arm Saw, Raccoon Hunters Belt & light, Over 100 DVD's, VHS Players, Video Games, Maglites, Circular Saws, Electronics, Collectables, Aniloxiv & Jensen Car CD Changers, Chandelier, Eva's Knife/Ivory, Pappas Chair, Comic Books, Mini Trampoline, Cash Drawer, Video Games, Toaster Oven, Volleyball Stand w/net, Table w/ Chairs, Beds, Chairs, Dressers, Entertainment Centers, Computer Desk and SO MUCH MORE.
COME CHECK US OUT.

WE ARE A FULL SERVICE AUCTION COMPANY AND ARE HERE TO SERVE YOU WITH ANY AUCTION NEEDS YOU MAY HAVE.
CHECK US OUT AT
Auctionzip.com ID# 22796

TO PLACE A PUBLIC COMMENT PLEASE CALL 1-800-663-1033, Ext. 2318 or fax to 765-640-2134.

Public Notices

NOTICE OF A SPECIAL MEETING OF THE MADISON COUNTY COUNCIL

A special meeting of the Madison County Council will be held at the Madison County Government Center in the County Council Chambers at Anderson, Indiana on the 25th day of June, 2013 at 5:00 p.m. At such meeting the Council will consider additional appropriations in the following listed funds:

RECYCLING CENTER
Professional Services \$77,000.00
Communication and Transportation \$3,500.00
Printing and Advertising \$8,100.00
Utilities \$5,900.00
Repair and Maintenance \$8,000.00
Other Services and Charges \$7,000.00
Machinery and Equipment \$5,000.00

COUNTY PUBLIC SAFETY FUND
Extractions \$10,000.00

COIT FUND
Animal Shelter \$10,000.00
Communications and Transportation \$15,000.00
Insurance \$282,000.00
Demolition of Buildings \$15,000.00

Buy Grass! 1-888-663-1063

Public Notices

PUBLIC NOTICE OF PUBLIC HEARING

The Alcoholic Beverage Board of Madison County, Indiana, will hold a public hearing at 8:15 AM on July 01, 2013, at the Court House, County Chambers in the city of Anderson in said county, to investigate the propriety of holding an alcoholic beverage permit by the applicants listed herein to wit:

RR482015 RETAILER-BEER, WINE AND LIQUOR RENEWAL, MEDQUEST INC., 1525 SOUTH 'A' STREET ELWOOD D/B/A BACK STAGE BAR, JOHN CONNORS, 2014 NORTH 'B' STREET, ELWOOD, PRES. LINDA CONNORS, 2014 NORTH 'B' STREET, ELWOOD, SECV.

RR482582 RETAILER-BEER, WINE AND LIQUOR TRANSFER OWNERSHIP, STATE 28 PUB LLC, 1412 MAIN STREET, ELWOOD D/B/A STATE ROAD 28 PUB, ANTHONY AND Tabacco Commission HB-444 June 15 hspaxp

LEGAL NOTICE OF PUBLIC HEARING

The Alcoholic Beverage Board of Madison County, Indiana, will hold a public hearing at 8:15 AM on July 01, 2013, at the Court House, County Chambers in the city of Anderson in said county, to investigate the propriety of holding an alcoholic beverage permit by the applicants listed herein to wit:

RR482291 RETAILER-BEER TRANSFER OWNERSHIP, BLU FALLS LLC, 8820 SOUTH STATE ROAD 9, PENDELTON D/B/A BLU FALLS ARTS & EVENTS CENTER

RR482292 RETAILER-BEER, WINE AND LIQUOR TRANSFER OWNERSHIP, BLU FALLS LLC, 8820 SOUTH STATE ROAD 9, PENDELTON D/B/A BLU FALLS ARTS & EVENTS CENTER

RR480290 RETAILER-BEER, WINE AND LIQUOR RENEWAL, LAURA JOHNSON, 2932 COLUMBUS AVENUE, ANDERSON D/B/A THE GETAWAY

RR481614 RETAILER-BEER, WINE AND LIQUOR TRANSFER OWNERSHIP, GARFIELD'S LLC, 2109 SOUTH SCATTERFIELD ROAD #274, ANDERSON D/B/A GARFIELD'S RESTAURANT AND PUB

RR480581 RETAILER-BEER, WINE AND LIQUOR RENEWAL SCAMPY'S PUB, INC., 2705 NICHOL AVENUE, ANDERSON D/B/A SCAMPY'S PUB, JOSEPH SETTLEMIRE, 2131 MILODY LANE, ANDERSON, PRES. JOSEPH SETTLEMIRE, 2131 MILODY LANE, ANDERSON, SECV.

RR481031 RETAILER-BEER, WINE AND LIQUOR RENEWAL, REAL HACIENDA MEXICAN RESTAURANT INC, 4434 SCATTERFIELD ROAD, ANDERSON D/B/A REAL HACIENDA MEXICAN RESTAURANT, ORTIZ, 1229 LINWOOD DRIVE, SOMERSET KY, PRES. JUAN AGUIRRE, 1729 ALDER ROAD, FRANKLIN, SECV.

RR481031 RETAILER-BEER, WINE AND LIQUOR TRANSFER OWNERSHIP, RIVIERA MAYA MEXICAN GRILL INC, 4434 SCATTERFIELD ROAD, ANDERSON D/B/A RIVIERA MAYA MEXICAN GRILL, RAFAEL ORTIZ, 3397 WOODHAVEN DRIVE, SOMERSET KY, PRES. JULIO ORTIZ, 3397 WOODHAVEN DRIVE, SOMERSET KY, SECV.

RR481021 RETAILER-BEER, WINE AND LIQUOR TRANSFER OWNERSHIP, RIVIERA MAYA MEXICAN GRILL, 1320 SCATTERFIELD STREET, ANDERSON D/B/A RIVIERA MAYA MEXICAN GRILL, RAFAEL ORTIZ, 3397 WOODHAVEN DRIVE, SOMERSET KY, PRES. JULIO ORTIZ, 3397 WOODHAVEN DRIVE, SOMERSET KY, SECV.

LEGAL NOTICE

NOTICE OF TAX SALE, REDEMPTION PERIOD, AND OTHER RIGHTS

In Re: Purchase of Tax Sale Certificate Numbered 481200889
D. Ward, 720 West 22nd Street, Anderson Indiana 46016;
Jazzel Ward, 720 West 22nd Street, Anderson, Indiana 46016.

PLEASE TAKE NOTICE THAT:
Mr. Dayan Johnson is being represented by our office. A property tax sale was conducted by Madison County, Indiana in 2013. This sale targeted Madison County, Indiana parcels of real property that were delinquent on property tax payments, and these properties were offered for sale to the highest bidder. Mr. Dayan Johnson was the successful bidder of a parcel of property located in the City of Anderson, County of Madison, State of Indiana, with the commonly known address of 720 West 22nd Street, Anderson, Indiana 46016.

Pursuant to Indiana law, you are entitled to be notified of the following:

- (1) A petition for a tax deed will be filed on or after August 9, 2013.
- (2) After a petition for a tax deed is filed, the purchaser shall request that the court issue its order no later than 61 days thereafter, that being on or after October 11, 2011.

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and drug
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in accordance

North Madison County Public Library System

Elwood Public Library
Frankton Community Library
Ralph E. Hazelbaker Library

Field Trip Permission Form

Dear Parent/Guardian:

The _____ Library is planning a field trip to _____ on _____ Date. Please
Destination

complete the information below and return to the library by _____ Date.

I give my permission for _____ to
Child's Name

participate in the field trip described above. I agree to hold free from any and all liability North Madison County Public Library System, and its officers, agents, and employees, and for myself, my heirs, executors, and administrators, waive, release, and forever discharge any and all rights and claims for damages which I may have or which may hereinafter accrue to me arising out of or connected with my child's participation in the field trip.

I give consent for medical treatment in case of extreme emergency.

Parent or Legal Guardian

Date

Time Line for 2014 Budget

July 8, 2013: Regular monthly meeting at the Elwood Public Library for Initial Budget Review.

? Diana and I will meet with the Department of Local Government Finance.

? Special Meeting to discuss 2014 Budget after meeting with the DLGF.

August 12, 2013: Regular monthly meeting at the **Elwood Public Library** (5:00 pm). Approve 2014 Budget for publication. **Quorum is required.** Submit Form 3 and County Council Review Worksheet in Gateway for County Council nonbinding recommendation according to IC 6-1.1-17-3.5 if budget does not exceed AVGQ. Last date to submit is **September 3rd, 2013.**

August 21, 2013: 1st publication of budget (No later than September 13th) [IC 36-12-3-12, IC 5-3-1-2, IC6-1.1-17] 10 days after 1st publication a public hearing can be held.

August 28, 2013: 2nd publication of budget (No later than September 20th) Must be three days before public hearing. [IC 36-12-3-12, IC 5-3-1-2, IC6-1.1-17]

Sept. 9, 2013: 5:00 pm Public Hearing required for budget at the **Elwood Public Library.** **Quorum is required.**
5:15 pm Regular Board Meeting
(Must be completed at least 10 days before the library board meets to adopt the budget. [IC 6-1.1-17-5 (a)] Last date to hold public hearing **October 22nd, 2013.**

Oct. 1st, 2013: Last day for Madison County Council to complete review and issue non-binding recommendations.

Oct. 14, 2013: 5:00 pm regular monthly meeting at the **Elwood Public Library.** Adopt 2013 Budget. **Quorum is required.**

Oct. 15, 2013: Deliver budget to county auditor. Library budget must be adopted by library board and submitted to county auditor for submission to County Board of Tax Adjustment and submit all budgets forms through Gateway two days after library board adopts the budget. [IC 36-12-3-12] Last date to adopt budget **November 1, 2014.**

Board signs Budget Form 4 – Ordinance for Appropriations and Tax Rates- at the adoption meeting

Agenda

June 10, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
 - 1. Long Range Plan Update
- New Business
 - 1. Personnel Policy
 - 2. Roof Issues – Elwood
 - 3. Additional Appropriation
 - 4. Permission Slip for Field Trips
 - 5. Time Line for 2014 Budget Approval
- Director's Report
- Public Comment
- Adjournment

*Please post in
your briefs section
Friday and again on Monday
6/7 6/10*

TRANSMISSION VERIFICATION REPORT

TIME : 06/06/2013 16:37
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 06/06 16:37
FAX NO./NAME HERALD
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

June 10, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
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 - 2. Roof Issues – Elwood
 - 3. Additional Appropriation
 - 4. Permission Slip for Field Trips

TRANSMISSION VERIFICATION REPORT

TIME : 06/06/2013 16:38
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BRDF2V374540

DATE, TIME 06/06 16:38
FAX NO./NAME FRANKTON
DURATION 00:00:14
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 06/06/2013 16:38
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BRDF2V374540

DATE, TIME 06/06 16:38
FAX NO./NAME SUMMITVILLE
DURATION 00:00:14
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

June 10, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
 - 1. Long Range Plan Update
- New Business
 - 1. Personnel Policy
 - 2. Roof Issues – Elwood
 - 3. Additional Appropriation
 - 4. Permission Slip for Field Trips

Agenda

June 10, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
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- Claims Register & Checks
- Old Business
 - 1. Long Range Plan Update
- New Business
 - 1. Personnel Policy
 - 2. Roof Issues – Elwood
 - 3. Additional Appropriation
 - 4. Permission Slip for Field Trips
 - 5. Time Line for 2014

TRANSMISSION VERIFICATION REPORT

TIME : 06/06/2013 16:36
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME	06/06 16:36
FAX NO./NAME	CALL LEADER
DURATION	00:00:15
PAGE(S)	01
RESULT	OK
MODE	STANDARD ECM

Agenda

June 10, 2013

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
 - 1. Long Range Plan Update
- New Business
 - 1. Personnel Policy
 - 2. Roof Issues – Elwood
 - 3. Additional Appropriation
 - 4. Permission Slip for Field Trips