

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees
February 19th, 2025
5:15pm

Regular Meeting

1. Call to Order
2. Reading and Approval of Minutes
3. Reading and Approval of Financial Report and Bills
4. Report of the Librarian
5. Committee Reports
6. Communications
7. Public Input
8. Unfinished Business
 - a. Landscaping Quotes
 - b. Other
9. New Business
 - a. Policy Review
 - i. Behavior in the Library
 - ii. Hours of Operation
 - iii. Emergency Closure
 - iv. Social Media
 - b. Personnel Committee Assignments
 - i. Director's Employee Development
 - c. Other
10. Adjournment

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees
January 15th, 2025
5:15pm

Present: Rebekah Benjamin, Doug Denney, David E. Ferguson, Sr., Jamie Hoffman, Beka Lemons, Terri Salzano-Sees, Daryl Shrock, Sue Jepsen

Absent:

Visitors: Hank Miller, Eric Fry, Devon Henderson, Archie Lintz

Board of Finance Meeting

1. **Call to Order:** Doug called the meeting to order.
2. **Election of Officers:** Doug nominated Jamie for vice president; Doug nominated Rebekah as secretary and Daryl as treasurer. Nominations approved.
3. **Review of Current Investments:** Beka updated us on current investments.
4. Policy Review
 - a. **Investment Cash Management:** Beka noted a minor change due to a name change of a credit union. Daryl motioned to approve the change; David seconded. Motion approved.
 - b. **Investment Policy:** Beka reviewed the investment policy with us. There were no proposed changes to the policy. Sue motioned to renew the policy as it stands; Daryl seconded. The board voted to renew the investment policy.
 - c. **Internal Controls:** Beka proposed no changes. Daryl moved to accept the policy. Rebekah seconded. The board voted to approve.
 - d. **Check Signing Authorization:** No changes. Jamie motioned to approve the authorization; Daryl seconded. The board voted to approve.
5. **Adjournment:** Meeting adjourned

Regular Meeting

1. **Call to Order:** Doug called the meeting to order and shared some interesting events on this date in history.
2. **Reading and Approval of Minutes:** Sue motioned to approve; Daryl seconded. Minutes approved.
3. **Reading and Approval of Financial Report and Bills:** Daryl motioned to approve the financial report and bills for December and January. David seconded. Financial

Report and Bills approved.

a. **Change to Appropriation Resolution:** No needed action on this item.

b. **Approve Changes to Appropriation:** Beka noted a small error in the form, needing to remove items marked as 421 Rainy Day Fund. Daryl moved to approve with the changes, Sue seconded. Changes to appropriation form approved.

4. **Report of the Librarian:** Beka updated us on strategic planning for departments. Some plans are being made to create educational landscaping, and Beka is pursuing grant funding to cover the cost. It is still in the early stages. Summer reading program planning is beginning. Additional projects are going on with the Keefer Center, onboarding new employees, and the Cafe area in the front. The City is also going to be posting our meetings on the public meetings calendar.

5. **Committee Reports:** Nothing to report.

6. **Communications:** Beka shared a positive Google review from a patron.

7. **Public Input:** Archie asked a question of David.

8. **Unfinished Business:** None to report.

a. **Other:** None to report.

9. New Business

a. Policy Review

i. **Computer and Internet Use (annual update, no changes):**

Daryl moved to accept the policy, Jamie seconded. The board approved the policy with no changes.

ii. **Community Room Use:** Beka noted updates and changes to the policy. Terri motioned to approve. Daryl seconded. Policy approved.

iii. **Library of Things:** Beka noted an update to the policy to include early learning kits. Rebekah moved to approve the policy with the changes. Sue seconded. The policy was approved with changes.

b. **Changes to Personnel Handbook:** Beka updated the board on several changes to the policy. Jamie noted a couple of simple punctuation issues with the 3.11 Personal Belongings policy and 6.3 Termination of Employment. Sue noted an issue with a date throughout the document. Terri made a motion to approve the handbook with changes. Daryl seconded. The changes were approved.

c. **Other:** Nothing to report.

10. **Adjournment:** Jamie made a motion to adjourn. Daryl seconded. Meeting adjourned.

Huntington City-Township Public Library
February 2025

Director's Report

- Eric and I met with several different landscape companies to get quotes for our project. We have not heard back from any of them yet.
- Our new cafe and Friends area will be installed February 19th.
- Our Technology Training committee has reconvened to work on establishing procedures and training for our communication tools in Google.
- Planning continues for our United Way fundraiser in April. This will be an interactive murder mystery. The Friends of the Library are sponsoring the event and all proceeds are going to the United Way for the Dolly Parton Imagination Library. The event will be held April 11th and 12th from 6-8pm.
- I will be completing our annual report for the state next week. I will make a summary sheet for the Board and public soon after that.
- Most of our work this month has been in ongoing projects.

Financial Report
Huntington City-Township Public Library

Report Dates = **1/15/2025 to 2/19/2025**

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
1. Operating Fund						
100 OPERATING	\$1,852,063.13	\$160,416.70	\$269,773.94	\$62,180.84	\$124,400.95	\$1,706,690.14
Subtotal	\$1,852,063.13	\$160,416.70	\$269,773.94	\$62,180.84	\$124,400.95	\$1,706,690.14
2. Special Revenue						
200 GIFT (REGULAR)	\$181,927.80	\$0.00	\$0.00	\$336.28	\$381.44	\$182,309.24
201 FRIENDS OF THE LIBRARY	\$8,809.70	\$1,102.37	\$1,102.37	\$139.46	\$139.46	\$7,846.79
202 LITERACY	\$22,626.01	\$0.00	\$0.00	\$39.46	\$39.46	\$22,665.47
203 GIFT - B. JOAN KEEFER CENTER	\$50,704.46	\$0.00	\$0.00	\$118.38	\$118.38	\$50,822.84
204 B JOAN KEEFER CENTER INVESMENT - UND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
205 GIFT CHILDRENS ROOM	\$2,097.42	\$278.20	\$278.20	\$103.19	\$103.19	\$1,922.41
206 JOAN B. KEEFER CENTER MEMORIAL	\$945.00	\$0.00	\$0.00	\$0.00	\$0.00	\$945.00
207 BRIDGE-DICKEY INVESTMENT 08/2012	\$26,079.77	\$0.00	\$0.00	\$0.00	\$0.00	\$26,079.77
208 BRIDGE-DICKEY FUND	\$1,516.95	\$0.00	\$0.00	\$0.00	\$0.00	\$1,516.95
209 OUTREACH	\$11,364.55	\$0.00	\$0.00	\$89.46	\$89.46	\$11,454.01
276 STATE TECH GRANT FUND	\$19,235.60	\$0.00	\$0.00	\$89.46	\$89.46	\$19,325.06
277 IND. STATE STUDENT ASSISTANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
280 ALA GRANT 2023	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00
281 AGING GRANT	\$190.55	\$0.00	\$0.00	\$0.00	\$0.00	\$190.55
Subtotal	\$326,697.81	\$1,380.57	\$1,380.57	\$915.69	\$960.85	\$326,278.09
4. Capital Projects						
400 LIBRARY IMPROVEMENT RESERVE FUND	\$97,337.90	\$0.00	\$0.00	\$161.57	\$161.57	\$97,499.47
401 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421 RAINY DAY FUND	\$903,699.72	\$9,112.84	\$9,112.84	\$1,525.46	\$1,525.46	\$896,112.34
422 RAINY DAY INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$1,001,037.62	\$9,112.84	\$9,112.84	\$1,687.03	\$1,687.03	\$993,611.81
5. Clearing						
800 PLAC FUND	\$0.00	\$0.00	\$0.00	\$70.00	\$70.00	\$70.00
801 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
803 FEDERAL	\$0.00	\$8,603.03	\$12,727.86	\$8,603.03	\$12,727.86	\$0.00
804 FICA	\$0.00	\$7,528.48	\$11,159.14	\$7,528.48	\$11,159.14	\$0.00
806 STATE	\$0.00	\$3,094.90	\$3,094.90	\$3,140.19	\$4,667.30	\$1,572.40
807 COUNTY	\$0.00	\$1,778.05	\$1,778.05	\$1,806.33	\$2,682.79	\$904.74
808 INSURANCE	(\$7,874.04)	\$3,924.28	\$7,091.18	\$4,019.07	\$5,931.14	(\$9,034.08)
809 DEFERRED COMP	\$0.00	\$1,225.75	\$1,525.75	\$1,225.75	\$1,525.75	\$0.00
810 UNITED WAY	\$0.00	\$0.00	\$0.00	\$164.00	\$256.00	\$256.00
811 EMPLOYEE CONTRIBUTION PERF	\$0.00	\$972.03	\$1,448.19	\$972.03	\$1,448.19	\$0.00
812 ROTH IRA	\$0.00	\$560.00	\$840.00	\$560.00	\$840.00	\$0.00
813 HEALTH SAVINGS ACCOUNT	\$0.00	\$500.00	\$750.00	\$500.00	\$750.00	\$0.00
814 GARNISHMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	(\$7,874.04)	\$28,186.52	\$40,415.07	\$28,588.88	\$42,058.17	(\$6,230.94)

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/1998.

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
Grand Total	\$3,171,924.52	\$199,096.63	\$320,682.42	\$93,372.44	\$169,107.00	\$3,020,349.10

Total all banks = \$3,020,349.10

Appropriation Report for 100 OPERATING

Huntington City-Township Public Library

Report Date: From 1/15/2025 To 2/19/2025

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Librarian	\$99,100.00	\$0.00	\$99,100.00	\$7,617.34	\$11,348.35	\$87,751.65	88.5
1.12 Salary of Assistants (Salary and Wage Overflow)	\$1,177,000.00	\$0.00	\$1,177,000.00	\$86,962.12	\$128,788.91	\$1,048,211.09	89.1
1.14 Wages of Janitors	\$87,500.00	\$0.00	\$87,500.00	\$4,687.85	\$7,017.55	\$80,482.45	92.0
1.21 Employer's Share FICA	\$103,000.00	\$0.00	\$103,000.00	\$7,528.50	\$11,159.17	\$91,840.83	89.2
1.22 Unemployment Compensation	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.0
1.23 Employer's Contribution PERF - Library	\$114,000.00	\$0.00	\$114,000.00	\$7,931.37	\$11,816.12	\$102,183.88	89.6
1.231 Employer's contribution PERF - Employee	\$33,500.00	\$0.00	\$33,500.00	\$2,124.49	\$3,165.07	\$30,334.93	90.6
1.24 Employer's Contribution Group Health	\$240,000.00	\$0.00	\$240,000.00	\$15,637.13	\$31,274.26	\$208,725.74	87.0
1.25 Employer's Contribution Life Ins.	\$11,750.00	\$0.00	\$11,750.00	\$276.72	\$1,128.76	\$10,621.24	90.4
1.26 Employer's Contribution STD	\$11,250.00	\$0.00	\$11,250.00	\$0.00	\$949.69	\$10,300.31	91.6
1.27 Employer's Contribution LTD	\$12,250.00	\$0.00	\$12,250.00	\$0.00	\$1,050.56	\$11,199.44	91.4
1.28 Employer's Contribution Dental	\$7,250.00	\$0.00	\$7,250.00	\$608.02	\$1,237.20	\$6,012.80	82.9
1.29 Other Employee Benefits (Benefits Overflow)	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
1.3 Employer's Contribution Vision	\$900.00	\$0.00	\$900.00	\$42.49	\$84.98	\$815.02	90.6
Subtotal	\$1,901,000.00		\$1,901,000.00	\$133,416.03	\$209,020.62	\$1,691,979.38	89.0
<i>2. Supplies</i>							
2.11 Official Records	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
2.13 Other Office Supplies	\$17,000.00	\$0.00	\$17,000.00	\$1,771.82	\$2,511.50	\$14,488.50	85.2
2.21 Operating/Cleaning/Sanitation Supplies	\$22,000.00	\$0.00	\$22,000.00	\$1,476.62	\$1,777.33	\$20,222.67	91.9
Subtotal	\$39,001.00		\$39,001.00	\$3,248.44	\$4,288.83	\$34,712.17	89.0
<i>3. Other Services and Charge</i>							

<i>Account #</i>	<i>Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.11	Consulting Services	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
3.12	Engineering and Archtceutural Services	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
3.13	Legal Services	\$1,000.00	\$0.00	\$1,000.00	\$232.50	\$232.50	\$767.50	76.8
3.14	Other Professional Services	\$23,000.00	\$0.00	\$23,000.00	\$315.00	\$315.00	\$22,685.00	98.6
3.141	Contracted Labor for Grounds	\$12,000.00	\$0.00	\$12,000.00	\$2,020.00	\$2,295.00	\$9,705.00	80.9
3.145	Databases	\$11,000.00	\$0.00	\$11,000.00	\$59.90	\$684.14	\$10,315.86	93.8
3.146	Electronic Materials	\$40,000.00	\$0.00	\$40,000.00	\$59.50	\$10,533.80	\$29,466.20	73.7
3.21	Telephone and Fax	\$4,500.00	\$0.00	\$4,500.00	\$668.55	\$789.10	\$3,710.90	82.5
3.211	Telephone - Markle	\$750.00	\$0.00	\$750.00	\$68.93	\$68.93	\$681.07	90.8
3.213	ENA - E-Rate Funding / Huntington	\$5,000.00	\$0.00	\$5,000.00	\$484.00	\$484.00	\$4,516.00	90.3
3.2131	ENA - E-Rate Funding / Markle	\$3,200.00	\$0.00	\$3,200.00	\$340.00	\$340.00	\$2,860.00	89.4
3.22	Postage and Shipping	\$750.00	\$0.00	\$750.00	\$150.00	\$150.00	\$600.00	80.0
3.23	Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.0
3.24	Professional Development	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	100.0
3.31	Advertising and Public Notices	\$11,000.00	\$0.00	\$11,000.00	\$46.19	\$46.19	\$10,953.81	99.6
3.41	Official Bonds	\$500.00	\$0.00	\$500.00	\$0.00	\$432.00	\$68.00	13.6
3.42	Operational Insurance	\$47,250.00	\$0.00	\$47,250.00	\$0.00	\$0.00	\$47,250.00	100.0
3.51	Gas Huntington	\$15,500.00	\$0.00	\$15,500.00	\$1,953.97	\$3,309.63	\$12,190.37	78.6
3.511	Gas Markle	\$1,250.00	\$0.00	\$1,250.00	\$177.26	\$278.87	\$971.13	77.7
3.52	Electricity Huntington (Utilities Overflow)	\$65,000.00	\$0.00	\$65,000.00	\$3,995.19	\$7,383.84	\$57,616.16	88.6
3.521	Electricity Markle	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$307.51	\$3,192.49	91.2
3.53	Water Huntington	\$4,000.00	\$0.00	\$4,000.00	\$266.70	\$441.72	\$3,558.28	89.0
3.531	Water Markle	\$350.00	\$0.00	\$350.00	\$0.00	\$26.00	\$324.00	92.6
3.54	Sewer and Waste Huntington	\$6,000.00	\$0.00	\$6,000.00	\$731.99	\$1,368.25	\$4,631.75	77.2
3.541	Sewer and Waste Markle	\$400.00	\$0.00	\$400.00	\$0.00	\$21.89	\$378.11	94.5
3.62	Equipment Repair and Maintenance	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.621 Equipment Leasing and Maintenance	\$17,000.00	\$0.00	\$17,000.00	\$14.87	\$1,898.78	\$15,101.22	88.8
3.622 Contracted Facility Maintenance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$1,836.32	\$16,163.68	89.8
3.623 Technology License Agreements	\$14,500.00	\$0.00	\$14,500.00	\$0.00	\$2,280.00	\$12,220.00	84.3
3.624 Technology Maintenance	\$10,000.00	\$0.00	\$10,000.00	\$325.00	\$1,313.39	\$8,686.61	86.9
3.625 ILS Maintenance and Contract	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00	100.0
3.71 Equipment Rental	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
3.72 Real Estate Rentals	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
3.91 Dues	\$2,500.00	\$0.00	\$2,500.00	\$120.00	\$179.00	\$2,321.00	92.8
3.92 Interest on Temporary Loans	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
3.93 Taxes and Assessments	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
3.94 Transfer to LIRF	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
Subtotal	\$379,957.00		\$379,957.00	\$12,029.55	\$37,015.86	\$342,941.14	90.3
<i>4. Capitol Outlays</i>							
4.1 Land	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
4.2 Buildings	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
4.3 Improvements Other than Building	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
4.4 Furniture and Equipment	\$9,000.00	\$0.00	\$9,000.00	\$321.00	\$321.00	\$8,679.00	96.4
4.42 Technology Equipment	\$11,000.00	\$0.00	\$11,000.00	\$0.00	\$0.00	\$11,000.00	100.0
4.43 Computer Technology Upgrade	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
4.5 Books	\$105,000.00	\$0.00	\$105,000.00	\$8,428.24	\$9,238.37	\$95,761.63	91.2
4.6 Periodicals and Newspapers	\$8,500.00	\$0.00	\$8,500.00	\$420.00	\$6,349.94	\$2,150.06	25.3
4.71 Audio-visual Materials	\$22,500.00	\$0.00	\$22,500.00	\$1,469.24	\$2,455.12	\$20,044.88	89.1
4.77 INSPIRE	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
4.79 Other Collections	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	100.0
4.8 Materials Processing	\$14,000.00	\$0.00	\$14,000.00	\$1,084.20	\$1,084.20	\$12,915.80	92.3
Subtotal	\$180,754.00		\$180,754.00	\$11,722.68	\$19,448.63	\$161,305.37	89.2

<i>Account #</i>	<i>Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
	Grand Total	\$2,500,712.00	\$0.00	\$2,500,712.00	\$160,416.70	\$269,773.94	\$2,230,938.06	89.2

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/1998.

Appropriation Report for 400 LIBRARY IMPROVEMENT RESERVE F

Huntington City-Township Public Library

Report Date: From 1/15/2025 To 2/19/2025

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
4. Capitol Outlays							
4 Other Capital Outlays	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
4.2 Buildings	\$28,500.00	\$0.00	\$28,500.00	\$0.00	\$0.00	\$28,500.00	100.0
4.3 Improvements Other than Building	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
4.4 Furniture and Equipment	\$6,501.00	\$0.00	\$6,501.00	\$0.00	\$0.00	\$6,501.00	100.0
Subtotal	\$50,001.00		\$50,001.00	\$0.00	\$0.00	\$50,001.00	100.0
Grand Total	\$50,001.00	\$0.00	\$50,001.00	\$0.00	\$0.00	\$50,001.00	100.0

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/11/1998.

Appropriation Report for 421 RAINY DAY FUND

Huntington City-Township Public Library

Report Date: From 1/15/2025 To 2/19/2025

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
1. Personal Services							
1.12 Salary of Assistants (Salary and Wage Overflow)	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	100.0
1.29 Other Employee Benefits (Benefits Overflow)	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00	100.0
Subtotal	\$22,500.00		\$22,500.00	\$0.00	\$0.00	\$22,500.00	100.0
2. Supplies							
2.21 Operating/Cleaning/Sanitation Supplies	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
Subtotal	\$5,000.00		\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
3. Other Services and Charge							
3.14 Other Professional Services	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100.0
3.52 Electricity Huntington (Utilities Overflow)	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
3.63 Building Repair and Improvements	\$30,650.00	\$0.00	\$30,650.00	\$0.00	\$0.00	\$30,650.00	100.0
Subtotal	\$60,650.00		\$60,650.00	\$0.00	\$0.00	\$60,650.00	100.0
4. Capital Outlays							
4 Other Capital Outlays	\$123,000.00	\$0.00	\$123,000.00	\$0.00	\$0.00	\$123,000.00	100.0
4.3 Improvements Other than Building	\$105,000.00	\$0.00	\$105,000.00	\$0.00	\$0.00	\$105,000.00	100.0
4.31 HVAC Replacement Plan	\$285,750.00	\$0.00	\$285,750.00	\$0.00	\$0.00	\$285,750.00	100.0
4.4 Furniture and Equipment	\$15,000.00	\$0.00	\$15,000.00	\$9,112.84	\$9,112.84	\$5,887.16	39.2
4.42 Technology Equipment	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
Subtotal	\$538,750.00		\$538,750.00	\$9,112.84	\$9,112.84	\$529,637.16	98.3
Grand Total	\$626,900.00	\$0.00	\$626,900.00	\$9,112.84	\$9,112.84	\$617,787.16	98.5

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/1998.