

**REGULAR MEETING
VIGO COUNTY PUBLIC LIBRARY
680 Poplar Street
Terre Haute, IN 47807
Monday, August 19, 2024, 5:30 PM**

A G E N D A

1. **Call to Order and Roll Call of Members**
 - A. Terry Jones - thank you for 12 years of board service to the VCPL
2. **Public Input on Action Items**
3. **Consideration of Minutes of July 15, 2024, Regular Meeting**
4. **Consideration of Minutes of August 15, 2024, Budget Committee Meeting**
5. **Treasurer's Report**
 - A. Monthly Financial Statement
 - B. Claims and Payroll
 - C. Special Claims
 - D. Gift Fund Report
6. **Reports to the Library Board**
7. **Director's Report**
8. **Old Business**
9. **New Business**
 - A. Election of Officers: President, Vice President, and Secretary
 - B. Election of Treasurer
 - C. Renewal of Treasurer's Official Bond
 - D. Presentation of 2025 Library Budget and Permission to Advertise
 - E. Resolution on Safety Deposit Box
 - F. Resolutions on Depository Signatures
 - G. Commitment to Join ISL Consortium for Public Library Access
(Funding Year - July 1, 2025 through June 30, 2026)
10. **Suggestions from the Staff, Board or Public for Action or Study**
11. **Special Meeting:** Tuesday, September 3, 2024, at 5:30 p.m., Main Library (Public Hearing on 2025 Budget)
Regular Meeting: Monday, September 16, 2024, at 5:30 p.m., Main Library (Adoption of 2025 Budget)
12. **Adjournment**

At the regular meeting of the Vigo County Public Library Board at the Vigo County Public Library, 680 Poplar Street, at 5:30 p.m. on the 15th day of July 2024, the following persons were present:

Library Board Members Present: Terry W. Jones, President; Christi A. Fenton, Secretary; Stacy D. Killion; Tiffany D. Cherry; and George L. Heubel.

Library Board Members Absent: James M. Young, Vice President; and Brian L. Cain.

Library Staff: Kristi Howe, Dennis Shepard, Amy Gibson, Jeanette Bouchie, Brandy Bridgewater, Chelsea Howard, and Lauren Elyea.

Others: none.

PUBLIC INPUT ON ACTION ITEMS

None.

CONSIDERATION OF REGULAR MEETING MINUTES

A motion to approve the minutes as written for the June 17, 2024, regular meeting, made by Fenton, seconded by Killion, passed.

TREASURER'S REPORT

Monthly Cash Statement

Dennis Shepard presented the Cash Statement for June 2024 (copy attached to official minutes).

Claims and Payroll

Mr. Shepard presented the Month End Claims dated June 28, 2024, in the amount of \$55,893.33 (Library Operating, \$53,985.48; Gift Fund, \$1,907.85; Grants, \$0). Library Operating Claims dated July 15, 2024, in the amount of \$96,940.29 (Library Operating Fund, \$92,849.62; Gift Fund, \$2,983.34; Grants, \$1,107.33). (Copy of Cash Statement, Month End Claims, Board Claims, and Payroll Summaries attached to official minutes.)

Special Claims

Mr. Shepard presented a special claim dated June 28, 2024, for \$68,637.39 to Keymark Construction for 12 Points remodeling and change orders.

Gift Fund Report

Mr. Shepard presented the Gift Fund report for June 2024 for \$62,370.13.

Approval of Treasurer's Report

A motion to approve the Treasurer's Report, made by Heubel, seconded by Cherry, passed.

REPORTS TO THE LIBRARY BOARD

Adult Services Manager Jeanette Bouchie shared information on the Lunch and Learn series that began this year. She explained that the purpose of the series was to cultivate literacy, encourage learning and critical thinking, and to build a sense of community through sharing a meal and common interests. Ms. Bouchie expressed her appreciation to the Friends of the Library for providing funding for the meals. Ms. Bouchie discussed three of the Lunch and Learn sessions that were offered: *Unleashing the Future: The Power of AI* with Dr. Michael Wollowski, a Computer Science and Software Engineering professor at Rose-Hulman Institute of Technology; *Unveiling Promise: Learn to Love Your Life* with Life Coach Tamara Schaffer-Shike of TSS Transformation; and *Black Quilters: Hard Topics, Soft Blows* with Dr. Tony Jean Dickerson of the Advancing Racial Equity Speakers Bureau. The Lunch and Learn series will continue in 2025, featuring sessions on life events, such as: caregiving, estate planning, living wills, and buying/selling a house.

DIRECTOR'S REPORT

Ms. Howe commented on her written report.

Ms. Howe shared that VPCL received a second Indiana Arts Commission grant for \$4,000. Two of the objectives of this grant include supporting Indiana Artists by providing financial support for their contributions and increasing public access to art and art-related activities, particularly in underserved communities. VCPL worked with Local Artist Emily Bennett to apply for the grant to bring metal monster sculptures to the 12 Points Library Branch.

Ms. Howe noted that the audit is complete, but the findings cannot be discussed until the official printed audit has been released.

Ms. Howe guided board members on a visual tour of the interior of the 12 Points Library Branch using photographs.

A motion approving the Director's Report made by Killion, seconded by Fenton, passed. (Copy of Director's Report attached to official minutes.)

OLD BUSINESS

None.

NEW BUSINESS

Resolution for Surplus Property

A motion to approve the Resolution on Surplus Property, made by Heubel, seconded by Cherry, passed. (A copy of the Resolution on Surplus Property is attached to the official minutes.)

SUGGESTIONS FROM THE BOARD, STAFF, OR PUBLIC FOR ACTION OR STUDY

None.

NEXT MEETING

Regular Meeting, Monday, August 19, 2024, at 5:30 p.m., Main Library.

ADJOURNMENT

A motion to adjourn the meeting made by Fenton, seconded by Heubel, passed. The meeting was adjourned at 6:15 p.m.

ABSENT

James M. Young

Christi A. Fenton

ABSENT

Stacy D. Killion

Brian L. Cain

George L. Heubel

Tiffany D. Cherry

Kelly Ford

AG 8/2/24

Vice President Young called the Budget Committee Meeting to order at the Vigo County Public Library, One Library Square at 5:02 p.m. on the 15th day of August 2024, and the following persons were present:

BUDGET COMMITTEE MEMBERS PRESENT:

Vice President James M. Young (left meeting at 5:32 p.m.), Board Member Tiffany D. Cherry, Board Member George L. Heubel, Executive Director Kristi Howe, Director of Support Services Dennis Shepard, and Business Office Manager Brandy Bridgewater.

OTHERS (PUBLIC): None.

PRESENT FIRST DRAFT OF 2025 OPERATING BUDGET

Ms. Howe and Mr. Shepard presented the first draft of the Vigo County Public Library's 2025 Operating Budget.

ADJOURNMENT

The meeting was adjourned by George L. Heubel at 6:02 p.m.

James M. Young, Vice President

George L. Heubel, Board Member

Tiffany D. Cherry, Board Member

AG 8/15/24

Cash Statement
 Vigo County Public Library
 July 2024

Account Title Number	Beginning MTD Balance YTD Balance	MTD Debits YTD Debits	MTD Credits YTD Credits	Ending Balance	MTD Change YTD Change
Cash Library Operating Fund 100-01-1010	6,203,006.48 5,786,755.08	150,393.97 5,271,992.82	705,440.02 5,410,787.47	5,647,960.43	(555,046.05) (138,794.65)
Cash Gift Fund 200-00-1010	62,370.13 70,043.77	789.69 20,278.65	4,432.25 31,594.85	58,727.57	(3,642.56) (11,316.20)
Cash Rainy Day Fund 201-00-1010	1,748,249.16 1,748,249.16	0.00 0.00	0.00 0.00	1,748,249.16	0.00 0.00
Cash-State Technology Reimburs 276-00-1010	(6,442.22) (12,325.97)	0.00 12,370.68	1,107.33 7,594.26	(7,549.55)	(1,107.33) 4,776.42
Cash-WVCF Creating a Better To 277-00-1010	10,000.00 10,000.00	0.00 0.00	0.00 0.00	10,000.00	0.00 0.00
Cash-UW Neighborhood Improveme 278-00-1010	0.00 5,000.00	0.00 0.00	0.00 5,000.00	0.00	0.00 (5,000.00)
Cash-WVCF Impact Grant 279-00-1010	10,600.00 10,600.00	0.00 0.00	6,996.30 6,996.30	3,603.70	(6,996.30) (6,996.30)
Cash Public Library Access Car 800-00-1010	0.00 65.00	0.00 65.00	0.00 130.00	0.00	0.00 (65.00)
Cash-Payroll Withholdings 803-00-1010	977.76 54.09	75,523.83 565,834.45	75,523.83 564,910.78	977.76	0.00 923.67

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
*29842	MOBILE ED PRODUCTIONS, INC	100	<i>Check</i>	997.50	56935	SR WRAP UP SKYDOME
30390	KONA ICE OF TERRE HAUTE	100 200	<i>Check</i>	600.00	56936	KONA ICE FOR WEST SUMMER CELEBR
30358	MUNCIE PUBLIC LIBRARY	100	<i>Check</i>	14.95	56937	ILL REIMBURSEMENT
30496	P&R EXCAVATION	100	<i>Check</i>	120.00	56938	WEST BRANCH PLAYGROUND MULCH
					Total Count:	4
					Total Amount:	1,732.45
30395	101 MOBILITY	100	<i>ACH</i>	20,072.00	10148	PREPAYMENT- 12 POINTS INCLINED PL
30422	UPLIFT DESK	100	<i>ACH</i>	6,060.00	10149	12 POINTS FURNITURE
30423	ADP INC - AUTOPAY II	100	<i>ACH</i>	1,347.95	10151	PAYROLL SERVICES
30409	AMAZON.COM LLC	100	<i>ACH</i>	61.56	10152	LAMINATING POUCHES
30434	AMAZON.COM LLC	100	<i>ACH</i>	14.15	10153	CIRC PRINT AND NON PRINT MATERIAL
30373	AMAZON.COM LLC	100	<i>ACH</i>	32.36	10154	CIRC PRINT MATERIAL
30427	AMAZON.COM LLC	100	<i>ACH</i>	12.98	10155	CIRC PRINT MATERIAL
30352	AMAZON.COM LLC	100	<i>ACH</i>	28.73	10156	CIRC PRINT MATERIAL
30382	AMAZON.COM LLC	100	<i>ACH</i>	38.54	10157	CIRC PRINT MATERIAL
30404	AMAZON.COM LLC	100	<i>ACH</i>	23.99	10158	CIRC PRINT MATERIAL

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30380	AMAZON.COM LLC	100	ACH	26.03	10159	CIRC PRINT MATERIAL
30364	AMAZON.COM LLC	100	ACH	34.85	10160	DISPLAY CASE SUPPLIES
30372	AMAZON.COM LLC	100	ACH	22.54	10161	CIRC PRINT MATERIAL
30436	AMAZON.COM LLC	100	ACH	7.43	10162	CIRC PRINT AND NON PRINT MATERIAL
30411	AMAZON.COM LLC	100	ACH	16.41	10163	CIRC PRINT MATERIAL
30383	AMAZON.COM LLC	100	ACH	15.66	10164	CIRC PRINT MATERIAL
30430	AMAZON.COM LLC	100	ACH	39.64	10165	LYSOL WIPES
30353	AMAZON.COM LLC	100	ACH	29.77	10166	CIRC PRINT MATERIAL
30420	AMAZON.COM LLC	200	ACH	180.12	10167	BABY LAPSIT EDUCATIONAL TOYS FRIE
30433	AMAZON.COM LLC	100	ACH	23.52	10168	CIRC PRINT MATERIAL
30400	AMAZON.COM LLC	100	ACH	59.98	10169	DISASTER KIT SUPPLIES
30384	AMAZON.COM LLC	100	ACH	19.07	10170	CIRC PRINT MATERIAL
30375	AMAZON.COM LLC	100	ACH	11.95	10171	CIRC PRINT MATERIAL
30371	AMAZON.COM LLC	100	ACH	56.08	10172	CIRC PRINT MATERIAL
30426	AMAZON.COM LLC	100	ACH	22.77	10173	CIRC PRINT MATERIAL

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30374	AMAZON.COM LLC	100	ACH	17.74	10174	CIRC PRINT MATERIAL
30431	AMAZON.COM LLC	100	ACH	92.32	10175	CIRC NON-PRINT PHYSICAL MATERIALS
30379	AMAZON.COM LLC	100	ACH	10.65	10176	CIRC PRINT MATERIAL
30405	AMAZON.COM LLC	100	ACH	28.04	10177	CIRC PRINT MATERIAL
30386	AMAZON.COM LLC	100	ACH	56.32	10178	CIRC PRINT MATERIAL
30438	AMAZON.COM LLC	100	ACH	6.72	10179	CIRC PRINT AND NON PRINT MATERIAL
30402	AMAZON.COM LLC	100	ACH	85.39	10180	WHITEBOARD AND MAGNETS
30377	AMAZON.COM LLC	100	ACH	235.56	10181	CIRC PRINT MATERIAL
30389	AMAZON.COM LLC	100	ACH	29.65	10182	DVD/VIDEO MATERIAL
30425	AMAZON.COM LLC	100	ACH	17.75	10183	CIRC PRINT MATERIAL
30355	AMAZON.COM LLC	100	ACH	23.92	10184	CIRC PRINT MATERIAL
30354	AMAZON.COM LLC	100	ACH	11.99	10185	CIRC PRINT MATERIAL
30387	AMAZON.COM LLC	100	ACH	45.23	10186	CIRC PRINT MATERIAL
30392	AMAZON.COM LLC	100	ACH	32.85	10187	STAMPS FOR CUSTOMER VOUCHERS
30429	AMAZON.COM LLC	100	ACH	69.38	10188	JULY PROGRAMMING SUPPLIES
30437	AMAZON.COM LLC		ACH	14.99	10189	CIRC PRINT AND NON PRINT MATERIAL

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
		100				
30410	AMAZON.COM LLC	100	ACH	37.46	10190	CIRC PRINT MATERIAL
30408	AMAZON.COM LLC	100	ACH	134.02	10191	PRIZES FOR FLD
30385	AMAZON.COM LLC	100	ACH	8.67	10192	CIRC PRINT MATERIAL
30403	AMAZON.COM LLC	100	ACH	239.92	10193	DISASTER BAG SUPPLIES
30440	AMAZON.COM LLC	100	ACH	17.32	10194	CIRC PRINT MATERIAL
30406	AMAZON.COM LLC	100	ACH	64.92	10195	CIRC PRINT MATERIAL
30435	AMAZON.COM LLC	100	ACH	19.98	10196	CIRC PRINT AND NON PRINT MATERIAL
30378	AMAZON.COM LLC	100	ACH	85.98	10197	OUTREACH GIVEAWAYS
30370	AMAZON.COM LLC	100	ACH	28.89	10198	CIRC PRINT MATERIAL
30351	AMAZON.COM LLC	100	ACH	14.07	10199	CIRC PRINT MATERIAL
30381	AMAZON.COM LLC	100	ACH	11.11	10200	CIRC PRINT MATERIAL
30407	AMAZON.COM LLC	100	ACH	30.19	10201	ART HACKS SUPPLIES
30439	AMAZON.COM LLC	100	ACH	59.60	10202	CIRC PRINT MATERIAL
30376	AMAZON.COM LLC	100	ACH	21.97	10203	CIRC PRINT MATERIAL
30365	AMAZON.COM LLC	100	ACH	6,996.30	10204	12 POINTS KITCHEN SUPPLIES

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30475	AMAZON.COM LLC	100	ACH	68.58	10205	CIRC PRINT MATERIAL
30476	AMAZON.COM LLC	100	ACH	50.58	10206	CIRC PRINT MAT AND CIRC NON-PRINT
30477	AMAZON.COM LLC	100	ACH	13.99	10207	DVD/VIDEO MATERIAL AND CIRC PRINT
30478	AMAZON.COM LLC	100	ACH	14.79	10208	DVD/VIDEO MATERIAL AND CIRC PRINT
30479	AMAZON.COM LLC	100	ACH	117.45	10209	DVD/VIDEO MATERIAL AND CIRC PRINT
30480	AMAZON.COM LLC	100	ACH	144.63	10210	DVD/VIDEO MATERIAL AND CIRC PRINT
30481	AMAZON.COM LLC	100	ACH	8.20	10211	CIRC PRINT MATERIAL
30482	AMAZON.COM LLC	100	ACH	27.31	10212	CIRC PRINT MATERIAL
30486	AMAZON.COM LLC	100	ACH	79.87	10213	DVD/VIDEO MATERIAL
30487	AMAZON.COM LLC	100	ACH	79.98	10214	DVD/VIDEO MATERIAL
30490	AMAZON.COM LLC	100	ACH	49.75	10215	BLUEY & BINGO PARTY DECOR
30491	AMAZON.COM LLC	100	ACH	47.54	10216	CIRC PRINT MAT AND CIRC NON-PRINT
30492	AMAZON.COM LLC	100	ACH	23.53	10217	CIRC PRINT MATERIAL
30493	AMAZON.COM LLC	100	ACH	21.99	10218	CIRC PRINT MATERIAL
30494	AMAZON.COM LLC	100	ACH	12.79	10219	CIRC PRINT MATERIAL

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30501	AMAZON.COM LLC	100	ACH	79.27	10220	BAGS FOR KITS
30502	AMAZON.COM LLC	100	ACH	11.59	10221	SUPPLIES FOR FOWLER PARK PROGRA
30503	AMAZON.COM LLC	100	ACH	9.65	10222	CALENDAR FOR WEST
30504	AMAZON.COM LLC	100	ACH	33.80	10223	DVD/VIDEO MATERIAL
30505	AMAZON.COM LLC	100	ACH	11.46	10224	DVD/VIDEO MATERIAL
30507	AMAZON.COM LLC	100	ACH	7.48	10225	DVD/VIDEO MATERIAL
30508	AMAZON.COM LLC	100	ACH	19.39	10226	CIRC PRINT MATERIAL
30509	AMAZON.COM LLC	100	ACH	34.64	10227	CIRC PRINT MATERIAL
30510	AMAZON.COM LLC	100	ACH	26.09	10228	CIRC PRINT MATERIAL
30416	BAKER & TAYLOR INC	100	ACH	3,615.30	10229	CIRC PRINT MAT AND AUD REC BOOKS
30485	BAKER & TAYLOR INC	100	ACH	2,486.50	10230	CIRC PRINT MAT AND AUD REC BOOKS
30450	BATTERIES PLUS #011	100	ACH	48.95	10231	BATTERY FOR GRAVELY
30349	BOOK DEPOT	100	ACH	5,161.41	10232	BACK TO SCHOOL BOOKS
30350	BOOK DEPOT	100	ACH	561.81	10233	VIVID SMILES OUTREACH BOOKS
30361	DEMCO, INC	100	ACH	14,459.34	10234	12 POINTS FURNITURE
30394	E-Z CLEAN INC	100	ACH	601.52	10235	JANITORIAL SUPPLIES & OTHER

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30399	E-Z CLEAN INC	100	ACH	262.38	10236	JANITORIAL SUPPLIES & OTHER
30497	E-Z CLEAN INC	100	ACH	127.95	10237	QUIET DOLLY
*30448	FRANKS*LARAINÉ	100	ACH	12.25	10238	MILEAGE REIMBURSEMENT
30419	GOV CONNECTION INC	100	ACH	1,229.82	10239	12 POINTS TECHNOLOGY
*30495	MIDWEST COMMUNICATIONS, I	100	ACH	840.00	10244	AD SPOTS FOR JULY
30414	MIDWEST TAPE	100	ACH	3,995.83	10245	DVD/VIDEO MATERIAL
30484	MIDWEST TAPE	100	ACH	632.61	10246	DVD/VIDEO MATERIAL
30471	RICOH USA INC	100	ACH	1,613.66	10247	COPIER LEASE
*30472	UNITED WAY OF WABASH VALL	100	ACH	390.00	10248	TABLE FOR POWER OF THE PURSE
30474	UNIVERSITY PRODUCTS INC	100	ACH	100.13	10249	DISPLAY AND ARCHIVAL SUPPLIES
					Total Count:	97
					Total Amount:	73,940.79
*30359	DUKE ENERGY *	100	E-pay	768.49	11090	WEST ELECTRIC SERVICE
*30360	DUKE ENERGY *	100	E-pay	11,523.91	11091	MAIN ELECTRIC SERVICE
*30391	YOUR AUTOMATIC DOOR COM	100	E-pay	380.00	11092	SOUTH ENTRANCE REPAIR
30396	OFFICE DEPOT	100	E-pay	988.73	11093	OFFICE SUPPLIES

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
*30397	INDIANA AMERICAN WATER CC	100	<i>E-pay</i>	25.96	11094	12 POINTS WATER SERVICE
*30398	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	54.43	11095	LAUNDERING OF MAIN TABLECLOTHS A
30415	CENTER POINT LARGE PRINT	100	<i>E-pay</i>	609.45	11096	CIRC PRINT MATERIAL
30417	JOINK LLC	100	<i>E-pay</i>	275.00	11097	MONTHLY CLOUD BACKUP
30418	FASTENAL COMPANY	100	<i>E-pay</i>	42.56	11098	BOLTS FOR MAINTENANCE
*30421	LIBRARY STORE*THE	100	<i>E-pay</i>	3,236.45	11099	12 POINTS FURNITURE
30424	UNITED PARCEL SERVICE	100	<i>E-pay</i>	250.00	11100	SHIPPING SERVICE
30428	T-MOBILE USA, INC.	100	<i>E-pay</i>	922.26	11101	MAIN HOTSPOT DATA
*30441	REPUBLIC SERVICES OF WEST	100	<i>E-pay</i>	765.86	11102	MAIN TRASH SERVICE
30442	LARGE INK, LLC	100	<i>E-pay</i>	1,589.05	11103	WALNUT STREET SIGN REPLACEMENT
30444	OFFICE DEPOT	100	<i>E-pay</i>	301.22	11104	OFFICE SUPPLIES
*30460	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	40.25	11112	LAUNDERING OF MAIN TABLECLOTHS A
*30393	CAPITAL ONE	100	<i>E-pay</i>	191.50	11113	PROGRAM SUPPLIES
*30462	INDIANA AMERICAN WATER CC	100	<i>E-pay</i>	1,016.01	11114	MAIN WATER SERVICE
*30463	INDIANA AMERICAN WATER CC	100	<i>E-pay</i>	697.25	11115	MAIN IRRIGATION SERVICE

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30464	T-MOBILE USA, INC.	100	E-pay	160.72	11116	WEST HOTSPOT DATA
*30469	TABCO PRINTING & PROMOTIC	200	E-pay	743.79	11119	STAFF LOGO WEAR ORDER
30412	SAM'S CLUB DIRECT	100	E-pay	91.26	11120	PROGRAM SUPPLIES
30473	CARRIER CORPORATION	100	E-pay	8,470.00	11121	AHU FILTER RACK
*30488	CITY OF TERRE HAUTE SEWAG	100	E-pay	649.90	11122	MAIN SEWAGE BILLING
*30489	CITY OF TERRE HAUTE SEWAG	100	E-pay	84.24	11123	12 POINTS SEWAGE BILLING
*30296	VISA CARD SERVICES	100	E-pay	7,124.00	11124	VARIOUS SUPPLIES, TRAVEL, REGISTR.
30500	VERIZON - WIRELESS	100	E-pay	175.31	11125	PHONE SERVICE

Total Count: 27
Total Amount: 41,177.60

Library Operating Fund 100:	108,592.48
Gift Fund 200:	1,262.06
Rainy Day Fund 201:	0.00
State Technology Reimbursement Grant Fund 276:	0.00
WVCF Creating a Better Tomorrow Grant Fund 277:	0.00
UW Neighborhood Improvement Grant Fund 278:	0.00
WVCF Impact Grant Fund 279:	6996.30
Public Library Access Card Fund 800:	0.00

Grand Total Count:	128
Grand Total Amount:	116,850.84

Executive Director
Kristi Howe

VISA - JULY- MONTHLY TOTAL			PAY 07/31/2024	
DATE	PO#	VENDOR	DESCRIPTION	AMOUNT
KRISTI HOWE		XXXX XXXX XXXX 3729		
7/3/2024	241212	CUSTOM CUSHIONS	12 POINTS FURNISHINGS	239.32
ADM TOTAL				239.32
DENNIS SHEPARD		XXXX XXXX XXXX 6317		
6/29/2024	240419	MAILCHIMP	MAILCHIMP RENEWAL	138.00
6/30/2024	241183	GOOGLE	GOOGLE WORKSPACE	187.20
7/1/2024	241172	EPROMOS	JUMP ROPES FOR FAMILY LEARNING DAY	1238.23
6/30/2024	240974	GOOGLE	SUMMER READING AD FOR GOOGLE/YOUTUBE	175.55
7/17/2024	241225	FACEBOOK	SKYDOME BOOST	7.90
7/21/2024	241225	FACEBOOK	SKYDOME BOOST	27.00
7/15/2024	241225	FACEBOOK	SKYDOME BOOST	27.00
7/15/2024	241240	APPLE	APP SUBSCRIPTION	105.93
DENNIS S TOTAL				1906.81
BRANDY BRIDGEWATER		XXXX XXXX XXXX 1093		
7/1/2024	240121	ICONIC DIGITAL MARKETING	ANNUAL FEE FOR ICONIC DIGITAL	355.50
7/1/2024	241159	BAMBU LAB	FILAMENT FOR BAMBU 3D PRINTERS	251.90
7/5/2024	241223	JOANN FABRIC AND CRAFT STORES	CLOTH FOR DISPLAYS	31.91
7/18/2024	241129	S&S WORLDWIDE	CONSTRUCTION PAPER/PAINT	56.34
7/19/2024	241293	TECHSOUP GLOBAL	MONTHLY CLOUD SOLUTIONS LICENSE	270.00
7/22/2024	241275	ONLINE LABELS	BOOK LABELS	212.22
BRANDY TOTAL				1177.87
HEATHER RAYL		XXXX XXXX XXXX 6325		
HEATHER TOTAL				0.00
VIGO CO PUBLIC LIBRARY		XXXX XXXX XXXX 4648		
7/9/2024	241233	TERRE HAUTE CHAMBER OF COMMERCE	TABLE FOR ANNUAL MEETING	750.00
7/22/2024	241306	GETTY IMAGES	GETTY IMAGES RENEWAL	3050.00
VIGO TOTAL				3800.00
GRAND TOTAL				7124.00

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30535	PROVIDENCE FOOD PANTRY	100	<i>Check</i>	300.00	56939	HUNGER BUST SPONSORSHIP
30645	ROEING CORPORATION	100	<i>Check</i>	7,486.00	56940	NETWORK EQUIPMENT
						Total Count: 2 Total Amount: 7,786.00
30549	ADP INC - AUTOPAY II	100	<i>ACH</i>	807.41	10250	PAYROLL SERVICES
*30331	ADP SCREENING & SELECTION	100	<i>ACH</i>	252.68	10251	BACKGROUND SCREENINGS
30515	AMAZON.COM LLC	100	<i>ACH</i>	24.17	10252	CIRC PRINT MATERIAL
30528	AMAZON.COM LLC	100	<i>ACH</i>	6.99	10253	SCRAPBOOKING BONE
30529	AMAZON.COM LLC	100	<i>ACH</i>	61.52	10254	PROGRAM SUPPLIES
30552	AMAZON.COM LLC	100	<i>ACH</i>	50.91	10255	PROGRAM SUPPLIES
30553	AMAZON.COM LLC	100	<i>ACH</i>	32.83	10256	DISASTER BAG SUPPLIES
30554	AMAZON.COM LLC	100	<i>ACH</i>	23.98	10257	CIRC PRINT MATERIAL
30555	AMAZON.COM LLC	100	<i>ACH</i>	15.48	10258	CIRC PRINT MATERIAL
30556	AMAZON.COM LLC	100	<i>ACH</i>	1.00	10259	CIRC PRINT MATERIAL
30575	AMAZON.COM LLC	100	<i>ACH</i>	139.84	10260	DVD/VIDEO MATERIAL
30576	AMAZON.COM LLC	100	<i>ACH</i>	151.95	10261	DVD/VIDEO MATERIAL

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
30577	AMAZON.COM LLC	100	ACH	20.96	10262	DVD/VIDEO MATERIAL AND CIRC PRINT
30578	AMAZON.COM LLC	100	ACH	72.60	10263	PRIDE FESTIVAL BRACELETS
30579	AMAZON.COM LLC	100	ACH	91.87	10264	SNAP RINGS, ALCOHOL,CHARCOAL BA
30580	AMAZON.COM LLC	100	ACH	57.44	10265	DVD/VIDEO MATERIAL
30581	AMAZON.COM LLC	100	ACH	20.93	10266	DVD/VIDEO MATERIAL
30582	AMAZON.COM LLC	100	ACH	63.87	10267	DVD/VIDEO MATERIAL
30587	AMAZON.COM LLC	100	ACH	15.71	10268	CIRC PRINT MATERIAL
30590	AMAZON.COM LLC	100	ACH	97.98	10269	#2 MAILERS, LYSOL WIPES, AND TISSUE
30603	AMAZON.COM LLC	100	ACH	245.23	10270	DVD/VIDEO MATERIAL AND CIRC PRINT
30604	AMAZON.COM LLC	100	ACH	33.41	10271	DVD/VIDEO MATERIAL
30605	AMAZON.COM LLC	100	ACH	11.66	10272	CIRC PRINT MATERIAL
30606	AMAZON.COM LLC	100	ACH	9.35	10273	CIRC PRINT MATERIAL
30609	AMAZON.COM LLC	100	ACH	23.18	10274	CIRC PRINT MATERIAL
30610	AMAZON.COM LLC	100	ACH	19.99	10275	CIRC PRINT MATERIAL
30611	AMAZON.COM LLC	100	ACH	31.43	10276	DVD/VIDEO MATERIAL

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
30612	AMAZON.COM LLC	100	ACH	38.60	10277	CIRC PRINT MATERIAL
30613	AMAZON.COM LLC	100	ACH	10.99	10278	CIRC PRINT MATERIAL
30614	AMAZON.COM LLC	100	ACH	39.59	10279	CIRC PRINT MATERIAL
30615	AMAZON.COM LLC	100	ACH	14.79	10280	CIRC PRINT MATERIAL
30616	AMAZON.COM LLC	100	ACH	16.79	10281	CIRC PRINT MATERIAL
30617	AMAZON.COM LLC	100	ACH	35.70	10282	CIRC PRINT MATERIAL
30618	AMAZON.COM LLC	100	ACH	46.04	10283	CIRC PRINT MATERIAL
30619	AMAZON.COM LLC	100	ACH	16.46	10284	CIRC PRINT MATERIAL
30620	AMAZON.COM LLC	100	ACH	29.16	10285	CIRC PRINT MATERIAL
30638	AMAZON.COM LLC	100	ACH	73.05	10286	CIRC PRINT MATERIAL
30639	AMAZON.COM LLC	100	ACH	162.31	10287	DVD/VIDEO MATERIAL
30642	AMAZON.COM LLC	100	ACH	29.99	10288	DVD/VIDEO MATERIAL AND CIRC PRINT
30643	AMAZON.COM LLC	100	ACH	9.99	10289	CIRC PRINT MATERIAL
30644	AMAZON.COM LLC	100	ACH	12.34	10290	DVD/VIDEO MAT AND CIRC PRINT MAT
30655	AMAZON.COM LLC	100	ACH	52.05	10291	WRIST REST AND LAMINATING POUCHE
30673	AMAZON.COM LLC		ACH	68.54	10292	AAA, AA, AND D BATTERIES

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
		100				
30674	AMAZON.COM LLC	100	ACH	30.86	10293	DVD/VIDEO MATERIAL
		100				
30677	AMAZON.COM LLC	100	ACH	185.27	10294	ART ZONE PROGRAM MATERIALS (SEP'
		100				
30678	AMAZON.COM LLC	100	ACH	31.69	10295	CIRC PRINT MATERIAL
		100				
30679	AMAZON.COM LLC	100	ACH	38.81	10296	CIRC PRINT MATERIAL
		100				
30585	BAKER & TAYLOR INC	100	ACH	4,495.36	10297	CIRC PRINT MATERIAL
		100				
30628	BAKER & TAYLOR INC	100	ACH	4,864.66	10298	CIRC PRINT MAT, AUD REC BOOKS
		100				
30648	BAKER & TAYLOR INC	100	ACH	1,189.65	10299	FIRST LOOK CARTS
		100				
*30600	BRIDGEWATER*BRANDY	200	ACH	148.75	10300	REIMBURSEMENT FOR CHRISTMAS IN 1
		100				
*30583	COX ZWERNER GAMBILL & SUL	100	ACH	198.00	10301	LEGAL SERVICES
		100				
*30557	CULLIGAN WATER CONDITIONI	100	ACH	30.50	10302	WEST COOLER RENTAL
		100				
30527	DEMCO, INC	100	ACH	2,057.57	10303	LABEL PROTECTORS, LAMINATE
		100				
30558	DEMCO, INC	100	ACH	30.93	10304	FARMERS MARKET BOOKMARKS
		100				
30559	E-Z CLEAN INC	100	ACH	1,187.21	10305	JANITORIAL SUPPLIES
		100				
30589	E-Z CLEAN INC	100	ACH	131.00	10306	JANITORIAL SUPPLIES & OTHER
		100				
30658	E-Z CLEAN INC	100	ACH	198.78	10307	12 POINTS SOAP AND PAPER TOWELS

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
30601	ENA	100	ACH	578.55	10308	VOICE SERVICE
30632	ENA	276	ACH	1,439.87	10309	INTERNET SERVICE
30657	EPROMOS	100	ACH	2,555.50	10310	DRAWSTRING BAGS FOR FAMILY LEARNI
30629	GALE/CENGAGE LEARNING	100	ACH	168.71	10311	CIRC PRINT MATERIAL
*30622	GENTRY*LUKE	100	ACH	88.20	10312	MILEAGE REIMBURSEMENT
*30640	GENTRY*LUKE	100	ACH	3.48	10313	REIMBURSEMENT FOR PROGRAM SUPP
30540	GOV CONNECTION INC	100	ACH	23,620.20	10314	REPLACEMENT COMPUTERS AT MAIN
30541	GOV CONNECTION INC	100	ACH	11,252.91	10315	12 POINTS TECHNOLOGY
30636	GOV CONNECTION INC	100	ACH	1,318.00	10316	12 POINTS TECHNOLOGY
30591	GRAHAM FEED COMPANY	100	ACH	497.70	10317	SALT PELLETS FOR CHILLER
30659	HART, JESSI	100	ACH	2.11	10318	MILEAGE REIMBURSEMENT
30637	MCALLEN SOLUTIONS INC	100	ACH	1,309.50	10319	3CX LICENSING RENEWAL
30562	MIDWEST TAPE	100	ACH	6,662.01	10320	HOOPLA JULY INVOICE
30584	MIDWEST TAPE	100	ACH	1,457.14	10321	DVD/VIDEO MATERIAL
30631	MIDWEST TAPE	100	ACH	166.48	10322	DVD/VIDEO MATERIAL

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30627	NEW AVENUES	100	ACH	166.24	10323	ALA CARTE ADMIN FEE
30560	PAYPAL INC	100	ACH	19.95	10324	MONTHLY PAYFLOW LINK
30660	PITNEY BOWES	100	ACH	97.80	10325	POSTAGE LEASE
30537	RICOH USA INC	100	ACH	2,846.64	10326	COPIER LEASE
*30586	UNIQUE MANAGEMENT SERVIC	100	ACH	842.69	10327	NOTICES
*30621	UNIQUE MANAGEMENT SERVIC	100	ACH	494.40	10328	PLACEMENTS
30608	WAGeworks, INC.	100	ACH	168.82	10329	COBRA MONTHLY FEE
30561	WEAS ENGINEERING INC	100	ACH	491.72	10330	WATER TREATMENT MANAGEMENT
*30607	WORLD ARCHIVES HOLDINGS,	100	ACH	4,729.00	10331	MICROFILM SUBSCRIPTION
					Total Count:	82
					Total Amount:	78,837.42
*30516	B & S PLUMBING & HEATING IN	100	E-pay	178.48	11126	LEAK REPAIR- STAFF BATHROOM
*30530	COURTESY CLEANING CENTEF	100	E-pay	54.25	11134	LAUNDERING OF MAIN TABLECLOTHS A
30531	OFFICE DEPOT	100	E-pay	65.72	11135	OFFICE SUPPLIES
30532	OFFICE DEPOT	100	E-pay	350.70	11136	PAPER FOR PR
30533	OFFICE DEPOT	100	E-pay	4.68	11137	OFFICE SUPPLIES

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
30534	OFFICE DEPOT	100	E-pay	24.13	11138	OFFICE SUPPLIES
30538	FASTENAL COMPANY	100	E-pay	20.05	11139	BOLTS FOR MAINTENANCE
*30368	LOWE'S COMMERCIAL SERVICE	100	E-pay	1,132.94	11143	MAINTENANCE SUPPLIES
*30550	INDIANA AMERICAN WATER CC	100	E-pay	57.12	11144	PRIVATE FIRE SERVICE
30551	WEX BANK	100	E-pay	164.64	11145	FUEL SERVICE
*30563	COURTESY CLEANING CENTEF	100	E-pay	17.50	11146	LAUNDERING OF MAIN TABLECLOTHS A
*30564	COURTESY CLEANING CENTEF	100	E-pay	17.50	11147	LAUNDERING OF MAIN TABLECLOTHS A
30369	HOBBY LOBBY	100	E-pay	18.88	11148	PROGRAM SUPPLIES
30593	OFFICE DEPOT	100	E-pay	999.88	11149	OFFICE SUPPLIES
*30594	COURTESY CLEANING CENTEF	100	E-pay	30.63	11150	LAUNDERING OF MAIN TABLECLOTHS A
*30599	TRIBUNE STAR PUBLISHING CC	100	E-pay	500.00	11151	TERRE HAUTE LIVING ADS FOR AUGUS
*30630	LAKESHORE LEARNING MATEF	100	E-pay	50.93	11152	CIRC NON PRINT PHYSICAL MATERIAL
30634	CENTERPOINT ENERGY	100	E-pay	22.03	11153	WEST GAS SERVICE
30635	OVERDRIVE	100	E-pay	9,750.00	11154	AUG MONTHLY DEPOSIT
*30641	COURTESY CLEANING CENTEF	100	E-pay	64.14	11155	LAUNDERING OF MAIN TABLECLOTHS A
30651	OFFICE DEPOT		E-pay	52.28	11156	BACK TO SCHOOL SUPPLIES

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
		100				
30652	OFFICE DEPOT		<i>E-pay</i>	9.29	11157	OFFICE SUPPLIES
		100				
30653	OFFICE DEPOT		<i>E-pay</i>	66.15	11158	CARD STOCK FOR PR
		100				
30654	SHERWIN-WILLIAMS		<i>E-pay</i>	141.24	11159	STRIPING PAINT YELLOW, PUMP ARMO
		100				
*30661	COURTESY CLEANING CENTEF		<i>E-pay</i>	17.50	11160	LAUNDERING OF MAIN TABLECLOTHS A
		100				
*30662	DUKE ENERGY *		<i>E-pay</i>	807.51	11161	WEST ELECTRIC SERVICE
		100				
*30663	DUKE ENERGY *		<i>E-pay</i>	11,523.53	11162	MAIN ELECTRIC SERVICE
		100				
*30672	TOWN OF WTH WATER & SEWE		<i>E-pay</i>	77.88	11171	WEST WATER SERVICE
		100				
*30675	INDIANA AMERICAN WATER CC		<i>E-pay</i>	11.96	11172	12 POINTS WATER SERVICE
		100				
*30676	MIDLAND PAPER COMPANY INC		<i>E-pay</i>	114.12	11173	LARGE FORMAT PRINTER SUPPLIES
		100				
30633	THE RIGHT ANGLES LLC		<i>E-pay</i>	400.00	11174	PANIC BAR INSTALLATION
		100				
30536	FREITAG-WEINHARDT INC		<i>E-pay</i>	9,954.00	11175	CHILLED WATER PUMP PARTS
		100				

Total Count: **32**
Total Amount: **36,699.66**

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check #</i> <i>ACH #</i> <i>EFT #</i>	<i>Description</i>
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<i>Library Operating Fund 100:</i>			121,734.46			
<i>Gift Fund 200:</i>			148.75			
<i>Rainy Day Fund 201:</i>			0.00			
<i>State Technology Reimbursement Grant Fund 276:</i>			1,439.87			
<i>WVCF Creating a Better Tomorrow Grant Fund 277:</i>			0.00			
<i>UW Neighborhood Improvement Grant Fund 278:</i>			0.00			
<i>WVCF Impact Grant Fund 279:</i>			0.00			
<i>Public Library Access Card Fund 800:</i>			0.00			

Grand Total Count:	116
Grand Total Amount:	123,323.08

Executive Director
Kristi Howe

Payroll Payable
Voucher Register

Vigo County Public Library
For Period July -2024

Date Filed	Voucher Number	NAME OF CLAIMANT	AMOUNT OF VOUCHER	AMOUNT ALLOWED	CHECK/ WARRANT NUMBER	MEMORANDUM
7/5	Pay #14	Gross Payroll	\$ 141,380.26	\$ 141,380.26	ACH	
7/5	Pay #14	FICA	\$ 10,208.32	\$ 10,208.32	ACH	
7/5	Pay #14	PERF	\$ 18,726.69	\$ 18,726.69	ACH	
7/19	Pay #15	Gross Payroll	\$ 144,291.93	\$ 144,291.93	ACH	
7/19	Pay #15	FICA	\$ 10,431.06	\$ 10,431.06	ACH	
7/19	Pay #15	PERF	\$ 18,978.48	\$ 18,978.48	ACH	
7/19	Pay #15	UHC	\$ 78,259.46	\$ 78,259.46	ACH	
7/19	Pay #15	Guardian	\$ 7,000.36	\$ 7,000.36	ACH	
	Pay	Gross Payroll	\$ -	\$ -	ACH	
	Pay	FICA	\$ -	\$ -	ACH	
	Pay	PERF	\$ -	\$ -	ACH	

		Total library cost	\$ 429,276.56			
July	Pays 14 & 15	Nationwide	\$ 1,559.10	\$ 1,559.10	ACH	Staff withholding
July	Pays 14 & 15	Garnishments	\$ 275.00	\$ 275.00	ACH	Staff withholding
July	Pays 14 & 15	Garnishment Reim	\$ -	\$ -	ACH	Staff withholding
July	Pays 14 & 15	AFLAC	\$ 977.76	\$ 977.76	ACH	Staff withholding
July	Pays 14 & 15	United Way	\$ 252.00	\$ 252.00	ACH	Staff withholding
July	Pays 14 & 15	UHC	\$ 10,230.00	\$ 10,230.00	ACH	Staff withholding
July	Pays 14 & 15	HSA adj.		\$ -	ACH	Staff withholding
July	Pays 14 & 15	Guardian	\$ 1,489.14	\$ 1,489.14	ACH	Staff withholding
July	Pays 14 & 15	Boston Mutual	\$ 581.26	\$ 581.26	ACH	Staff withholding
July	Pays 14 & 15	Fed Tax	\$ 19,856.39	\$ 19,856.39	ACH	Staff withholding
July	Pays 14 & 15	State Tax	\$ 8,432.12	\$ 8,432.12	ACH	Staff withholding
July	Pays 14 & 15	Local Tax	\$ 5,343.76	\$ 5,343.76	ACH	Staff withholding
July	Pays 14 & 15	FICA	\$ 20,639.34	\$ 20,639.34	ACH	Staff withholding
July	Pays 14 & 15	Vol. PERF	\$ 5,887.96	\$ 5,887.96	ACH	Staff withholding
		Staff Cost	\$ 75,523.83	\$ 75,523.83		

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 IC5-11-10-1,6.

August 19, 2024

Date

Dennis L. Shepard Jr., Fiscal Officer

ALLOWANCE OF PAYROLL PAYABLE VOUCHERS

(ICS-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 voucher listing and the foregoing accounts payable register, consisting of 2 page(s), and except for the vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$ 429,276.56

Dated this 19th day of August 2024 .

Kelly Ford

James M. Young

Christi A. Fenton

Tiffany D. Cherry

Brian L. Cain

Stacy D. Killion

George L. Heubel

SPECIAL CLAIMS

07/31/2024

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
30511	KEYMARK CONSTRUCTION	100	ACH	6,969.20	10240	CHANGE ORDER 98
30512	KEYMARK CONSTRUCTION	100	ACH	7,095.76	10241	CHANGE ORDERS 110 AND 111
30513	KEYMARK CONSTRUCTION	100	ACH	16,329.21	10242	CHANGE ORDER 109
30514	KEYMARK CONSTRUCTION	100	ACH	42,862.97	10243	12 POINTS REMODELING AND CHANGE

Total Count: **4**
Total Amount: **73,257.14**

<i>Library Operating Fund 100:</i>	73,257.14
<i>Gift Fund 200:</i>	0.00
<i>Rainy Day Fund 201:</i>	0.00
<i>State Technology Reimbursement Grant Fund 276:</i>	0.00
<i>WVCF Creating a Better Tomorrow Grant Fund 277:</i>	0.00
<i>UW Neighborhood Improvement Grant Fund 278:</i>	0.00
<i>WVCF Impact Grant Fund 279:</i>	0.00
<i>Public Library Access Card Fund 800:</i>	0.00

Grand Total Count:	4
Grand Total Amount:	73,257.14

Executive Director
Kristi Howe

July 31, 2024

Gift Fund Balances

2024

FUND	AMOUNT	PURPOSE	APPROVAL
00-General	\$ 1,299.43	Unrestricted Use	Admin.
64-SPC	\$ 6,126.58	Support of SPC	Admin.
65-Big Read	\$ 450.00	Big Read	Admin.
66-YS	\$ 4,403.18	Support of YS	Admin.
67-WVCF Endowment	\$ 535.00	Support of Strategic Plan Goals	Admin.
68-Crackerbarrel	\$ 38.10	Support of Crackerbarrel	Admin.
69-Wright Foundation	\$ 4,489.38	Unrestricted Use	Admin.
70- West Emily's Garden	\$ 200.00	Maintenance of Emily's Garden at West Branch	Admin.
71-West Branch	\$ 1,376.39	Support of West Branch	Admin.
72-Friends	\$ 9,556.28	Support of Pre-Approved Programs/Initiatives	Admin.
73-WVLC	\$ -	Support of LLC Literacy Events	Admin.
74-Wiley Cupola	\$ 1,467.87	Maintenance of Cupola	Admin.
75-Wiley Memorial	\$ 20,130.68	Maintenance of Memorial	Admin.
77-WVCF Meeks	\$ 13.92	Childrens Literature	Admin.
81-Community Connections	\$ 216.95	Support of Community Connections	Admin.
83-Kiwanis Ys	\$ 300.00	Childrens Book Label Commemorating Speakers	Admin.
85-Phillips	\$ 3,305.47	Support of LLC and Archives	Admin.
87-Cox	\$ 646.48	Hearing Impaired Support	Admin.
89-Christmas in the Park	\$ 766.79	Christmas in the Park	Admin.
92-Marketing	\$ 945.05	Unrestricted Use	Admin.
93-Programming and Events	\$ 450.00	Support of Programming and Events	Admin.
94-TH Econ.Dev.	\$ 139.58	Adult Nonfiction Commemorating Speakers	Admin.
95-12 Points	\$ 1,100.00	Support of 12 Points	Admin.
96-Fundraiser	\$ 770.44	Buy a Book	Admin.
TOTAL	\$ 58,727.57		

DIRECTOR’S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD AUGUST 19, 2024

SCHEDULE OF CLOSINGS

January 2025 through January 2026 schedule of planned closings for the Vigo County Public Library is provided below:

New Year’s Day	Wednesday	January 1, 2025
Martin Luther King Jr. Day	Monday	January 20, 2025
Easter	Sunday	April 20, 2025
VCPL Spring Staff Institute	Friday	April 25, 2025
Sunday before Memorial Day	Sunday	May 25, 2025
Memorial Day	Monday	May 26, 2025
Juneteenth	Thursday	June 19, 2025
Independence Day	Friday	July 4, 2025
Sunday before Labor Day	Sunday	August 31, 2025
Labor Day	Monday	September 1, 2025
VCPL Fall Staff Institute	Friday	October 10, 2025
Veterans Day	Tuesday	November 11, 2025
Thanksgiving Eve - close at 6:00 p.m.	Wednesday	November 26, 2025
Thanksgiving Day	Thursday	November 27, 2025
Christmas Eve	Wednesday	December 24, 2025
Christmas Day	Thursday	December 25, 2025
New Year’s Eve	Wednesday	December 31, 2025
New Year’s Day	Thursday	January 1, 2026

ADULT SERVICES

VCPL and its staff are committed to empowering individuals to succeed. Adult Services Assistant Kim Meeks-Johnson and Library Experience Manager Anthony Suggs were recently identified as having made a big difference in the life of one individual. A library customer shared that he is a third-generation gang member with a history of substance abuse and run-ins with law enforcement. In working to turn his life around, he has now secured a job offer as a Peer Recovery Crisis Specialist and credits the support and assistance he received from VCPL, particularly Anthony and Kim, for making this possible.

DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD AUGUST 19, 2024

PROGRAM AND EVENTS

COMMUNITY OUTREACH



Terre Food Cooperative held their 15th Annual Blueberry Festival at Collett Park. VCPL staff members Jareb Raubuck, Laraine Franks, Lauren Hackert, Sean Eisele, and LeRaye Cameron worked in shifts and were delighted to set up the giant *Connect 4* game and engage with attendees who were enjoying fresh blueberry sundaes. Staff shared information on VCPL resources, upcoming programming, and also offered the opportunity to sign up for a library card. In total, VCPL staff connected with 162 people during the event.

VCPL staff were pleased to be invited back to Sarah Scott Middle School for their 6th grade Summer Fun Festival. The event encouraged students to get excited for the start of the upcoming year at their new school. Staff members Kody Binns and Matt Shattuck interacted with 82 students, sharing information about the valuable resources that are offered at the library and highlighting upcoming programs.

SUMMER READING PROGRAM: ADVENTURE BEGINS AT YOUR LIBRARY

Mobile Ed Productions' Skydome presentation as part of VCPL's Community Read programming last spring received an incredible response from the community. As a result, VCPL's Program and Event Manager Hope Rice scheduled them to return in July for the Summer Reading program, themed *Adventure Begins at Your Library*. The popularity of the July event mirrored the previous



presentation, with registrations filling up quickly. More than 245 participants went on a visual journey through the galaxy in a 36-foot diameter dome set up in the Main Library Lobby. Attendees of all ages enjoyed the experience, and nearly all expressed their appreciation to the library for offering the program again.

Through effective outreach and collaboration with local summer camps VCPL celebrated a successful year with the Summer Reading program. During June and July, the VCPL team got out into the community and joined various events, connecting with 1,367 people. Engaging with the community at these events helped spread the word about the Summer Reading program and motivated participants to join in. A total of 2,477 people signed up, and together they logged an incredible 2,852,380 minutes of

DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD AUGUST 19, 2024

reading! This success demonstrates the community's commitment to learning and reading and shines a light on the enthusiasm and dedication of the VCPL staff.

YOUTH SERVICES



One of Youth Services' newest programs, *Art Adventures*, led by Assistant Librarian Jamie Richey, saw an increase in attendance throughout July, starting at 9, then rising to 11, followed by 18, and finally reaching 28! Some of the activities included using a hammer to create flower petal prints, crafting self-portraits from cardboard scraps, painting with flowers, and collaborative projects that involved splat painting by dipping a cotton ball in paint and using a wooden mallet to hammer the paint until it splattered. This class emphasized the process rather than the final product, resulting in a delightful mess. It has quickly become a favorite among parents, as the cleanup is handled by the staff, allowing children to take home a beautiful unique creation.

For the month of August, Youth Services Assistant Mayra Ramos set up a charming miniature library in one of the glass display cases (see photos below). It is adorable and has already received many compliments as children and staff discover all its intricate details.



WEST BRANCH SUMMER CELEBRATION

On July 6, more than 230 members of the community joined the West Branch staff for their annual Summer Celebration event. With games, art projects, and mini golf, this event gave the West Branch

DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD AUGUST 19, 2024

team (and the many volunteers who joined from the Main Branch) the chance to make positive connections with the community, and help neighbors make connections between each other. The celebration extended to Kirby Food and South 7th Street Park where community members who couldn't visit the library location could still have an opportunity to participate in the festivities and enjoy a snow cone, along with a complimentary book for all young attendees.

PERSONNEL CHANGES

EMPLOYMENT

Wilkin, Matthew G. – Hired for the full-time non-exempt position of Information Systems Technician in the Information Systems Department effective August 9, 2024.

Leturgez, Hayle A. – Hired for the full-time non-exempt position of Lending Services Backup Delivery Clerk in the Lending Services Department effective August 9, 2024.

CHANGE IN STATUS

Juarez Ramos, Mayra, M. – Change in status from part-time non-exempt Youth Services Assistant to full-time non-exempt Youth Services Assistant effective August 5, 2024.

TRANSER

Parson, Autumn C. L. – Transfer from the full-time non-exempt position of Lending Services and Backup Delivery Clerk in the Lending Services Department to the full-time non-exempt position of Youth Services Assistant Librarian in the Youth Services Department effective August 12, 2024.

RESIGNATION

Melcho, Angelina M. – Resignation from the full-time non-exempt position of Youth Services Librarian effective July 27, 2024.

Morefield, Dominique A. – Resignation from the part-time non-exempt position of Youth Services Assistant in the Youth Services Department effective August 9, 2024.

Respectfully submitted,

Kristi J. Howe

8/9/24 AG

	July-24	July-23		YTD 2024	YTD 2023	
Print Circulation	20,805	21,017	-1.0%	127,914	132,390	-3.4%
A/V Circulation	6,521	7,346	-11.2%	39,307	45,100	-12.8%
Misc	368	365	0.8%	2,302	2,129	8.1%
Electronic Devices	47	57	-17.5%	387	424	-8.7%
TOTAL	27,741	28,785	-3.6%	169,910	180,043	-5.6%

	July-24	July-23		YTD 2024	YTD 2023	
Overdrive						
E-book	8,319	7,983	4.2%	54,986	50,049	9.9%
E-audiobook	6,073	5,018	21.0%	41,635	31,749	31.1%
E-Magazines	906	406	123.2%	6,771	2,315	192.5%
TOTAL	15,298	13,407	14.1%	103,392	84,113	22.9%

	July-24	July-23		YTD 2024	YTD 2023	
Hoopla						
E-audiobook	1,625	1,968	-17.4%	11,321	12,708	-10.9%
Bingepasses	20	31	-35.5%	208	110	89.1%
E-Books	754	929	-18.8%	4,625	6,144	-24.7%
E-Comics	111	167	-33.5%	714	1,095	-34.8%
E-music	74	157	-52.9%	633	1,021	-38.0%
E-video movie	220	238	-7.6%	1,288	1,551	-17.0%
E-video TV	107	149	-28.2%	645	1,141	-43.5%
TOTAL	2,911	3,639	-20.0%	19,434	23,770	-18.2%

	July-24	July-23		YTD 2024	YTD 2023	
Reference [fact-finding]	2,047	2,241	-8.7%	15,761	29,142	-45.9%

MATERIALS ADDED TO COLLECTION

Purchased Items	July-24	YTD 2024
Book	1,112	5,829
Video	554	1,871
Video Game	32	141
Music CD	0	11
Audio Book	7	41
Misc	4	101
TOTAL	1,709	7,994

Donated Items	July-24	YTD 2024
Book	50	496
Video	0	0
Video Game	0	0
Music CD	0	0
Audio Book	0	0
Misc	0	1
TOTAL	50	497

New Items Ordered	July-24	YTD 2024
Book	1,117	7,167
Video	248	1,684
Video Game	39	225
Music CD	0	0
Audio Book	14	79
Misc	8	101
TOTAL	1,426	9,256

New Items Received	July-24	YTD 2024
Book	1,109	5,889
Video	461	1,762
Video Game	23	140
Music CD	0	0
Audio Book	7	64
Misc	12	93
TOTAL	1,612	7,948

ON-SITE PROGRAMS	July-24	July-23		YTD 2024	YTD 2023	
Early Literacy (ISL: 0-5 yrs)	26	15	73.3%	155	94	64.9%
Children (ISL: 6-11 yrs)	22	13	69.2%	128	78	64.1%
Teens (ISL: 12-18yrs)	10	18	-44.4%	51	63	-19.0%
Adults (ISL: 19 + yrs)	16	23	-30.4%	121	117	3.4%
General (all ages)	25	24	4.2%	122	112	8.9%
TOTAL	99	93	6.5%	577	464	24.4%

ON-SITE ATTENDANCE	July-24	July-23		YTD 2024	YTD 2023	
Early Literacy (ISL: 0-5 yrs)	490	374	31.0%	2,678	2,312	15.8%
Children (ISL: 6-11 yrs)	372	192	93.8%	1,634	1,687	-3.1%
Teens (ISL: 12-18yrs)	75	95	-21.1%	358	414	-13.5%
Adults (ISL: 19 + yrs)	102	183	-44.3%	1,570	1,234	27.2%
General (all ages)	1,162	525	121.3%	4,442	2,026	119.2%
TOTAL	2,201	1,369	60.8%	10,682	7,673	39.2%

OFF-SITE PROGRAMS	July-24	July-23		YTD 2024	YTD 2023	
Early Literacy (ISL: 0-5 yrs)	0	0	null	2	0	null
Children (ISL: 6-11 yrs)	2	1	100.0%	6	21	-71.4%
Teens (ISL: 12-18yrs)	0	0	null	0	2	-100.0%
Adults (ISL: 19 + yrs)	13	8	62.5%	89	76	17.1%
General (all ages)	1	2	-50.0%	12	6	100.0%
TOTAL	16	11	45.5%	109	105	3.8%

OFF-SITE ATTENDANCE	July-24	July-23		YTD 2024	YTD 2023	
Early Literacy (ISL: 0-5 yrs)	0	0	null	18	0	null
Children (ISL: 6-11 yrs)	50	32	56.3%	265	419	-36.8%
Teens (ISL: 12-18yrs)	0	0	null	0	34	-100.0%
Adults (ISL: 19 + yrs)	343	194	76.8%	1,303	973	33.9%
General (all ages)	150	151	-0.7%	917	571	60.6%
TOTAL	543	377	44.0%	2,503	1,997	25.3%

COMMUNITY OUTREACH	July-24	July-23		YTD 2024	YTD 2023	
# of Community Events Participated In	4	8	-50.0%	25	21	-50.0%
# of Interactions at Community Events	394	1,399	-71.8%	3,345	4,028	-71.8%
TOTAL	398	1,407	-71.7%	3,370	3,370	-71.7%

	July-24	July-23		YTD 2024	YTD 2023	
Web Site Hits	15,585	15,904	-2.0%	112,706	73,698	52.9%
Mobile App Visits	32	73	-56.2%	157	672	-76.6%
Computer Users	4,920	4,301	14.4%	30,645	26,350	16.3%
Subscription Databases	8,651	10,816	-20.0%	48,620	57,647	-15.7%
ILL provided to other Libraries	247	225	9.8%	2,003	1,686	18.8%
ILL received from other Libraries	108	54	100.0%	668	508	31.5%

	July-24	July-23		YTD 2024	YTD 2023	
Adult materials deliveries	29	25	16.0%	225	162	38.9%
Youth materials deliveries	5	21	-76.2%	64	121	-47.1%
TOTAL	34	46	-26.1%	289	283	352.1%



Cincinnati
 8044 Montgomery Rd, Suite 150E
 Cincinnati, Ohio 45236
 +1 (513) 984-2222 Fax: +1 (866) 548-6645

Report of Reissue - Commercial

Registered: November 8, 2023
 Product Segment: Commercial Transactional
 Producer Name: BRIAN HOPTON
 Agency Code: 285098

Principal:
 Dennis L. Shepard, Jr.
 1591 W. Indian Meadow Drive
 Terre Haute, Indiana 47808

Account:

Agency:
 ONI Risk Partners, Inc
 P.O. Box 80159
 Indianapolis, Indiana 46280

Invoiced To:
 Dennis L. Shepard, Jr.
 Vigo County Public Library
 680 Poplar St.
 Terre Haute, Indiana 47807

Obligee:
 State of Indiana, State House
 302 West Washington Street
 Indianapolis, Indiana 46204

Additional Obligee:

LMS Bond Number: 999028999
Bond Period: 01/01/2024 to 12/31/2024
Days Notice: 30 Days
Company: The Ohio Casualty Insurance Company
Bond Amount: 250,000 USD
LMS Bonded Amount: 250,000 USD

Cross Reference:
Transaction Eff. Date: 01/01/2024
Premium Period: 01/01/2024 to 12/31/2024
Renewal Type: New Bond
Class Code: 108
Co-surety:

Bond Description:
 Director of Support Services/Treasurer for Vigo County Public Library

Agency Comments:

Bond Premium: 825.00 USD
Net Premium: 825.00 USD

User: Dunn, Pamela

Printed: 11/08/2023



PUBLIC OFFICIAL BOND
 State Form 55947 (11-15)
 Approved by State Board of Accounts, 2015
 INDIANA DEPARTMENT OF INSURANCE

Bond number 999028999

Dennis L. Shepard, Jr., as Principal, and The Ohio Casualty Insurance Company, as Surety, as well as all heirs, executors, and administrators of the Principal and Surety, are bound, jointly and severally, to the State of Indiana, in the amount of \$250,000.00, if subparagraphs (b) is violated. In all other respects, the following conditions apply to this Public Official Bond.

- a) The Principal is duly elected, commissioned, appointed, or employed as Director of Support Services/ Treasurer for Vigo County Public Library for _____ in the State of Indiana.
- b) The Principal shall faithfully perform and fulfill his or her duties of the position named in subparagraph (a); including compliance with IC 5-11 and paying over on demand to the persons entitled or authorized to receive the same, all moneys that may come into his or her hands during the term of this Public Official Bond.
- c) The term of this Public Official Bond is for a one (1) year term beginning on the 1st day of January, 2023 and ending on the 31st day of December, 2023.
- d) This Public Official Bond cannot be continued, extended, or renewed as provided by IC 5-4-1-18(m).
- e) This Public Official Bond complies with IC 5-4-1-18, and any conflict between this bond and the Indiana Code shall be resolved in favor of the statutory provisions.
- f) The Legislature may change, modify, or repeal any relevant law now in force and exact and all laws during the existence of this Public Official Bond, but this Public Official Bond will remain in full force and effect, except for that which was directly altered by the change in law.

The Ohio Casualty Insurance Company
175 Berkeley Street
Boston, MA 02116

Dennis L. Shepard, Jr.
1591 W. Indian Meadow Drive
Terre Haute, IN 47808



Timothy A. Mikolajewski
 Attorney in Fact
 Timothy A. Mikolajewski

By Dennis L. Shepard, Jr.
 Dennis L. Shepard, Jr.

Accepted and approved this 2nd day of NOVEMBER, 2022

OATH OF OFFICE

State of Indiana
County of Vigo

I, Dennis L. Shepard, Jr., do solemnly swear (or affirm) that I will support, protect and defend the Constitution of The United States and the Constitution of the State of Indiana, and that I will discharge the duties of my office of Director of Support Services/ Treasurer for Vigo County Public Library with fidelity; that I have not paid or contributed, or promised to pay or contribute, either directly or indirectly, any money or other valuable thing to procure my nomination or election (or appointment), except for necessary and proper expenses expressly authorized by law; that I have not knowingly violated any election law of this State, or procured it to be done by others in my behalf; that I will not knowingly receive, directly or indirectly, any money or other valuable thing for the performance or non-performance of any act or duty pertaining to my office than the compensation allowed by law. So help me God.

Dennis L. Shepard Jr

Sworn to and subscribed before me this 2nd day of November, A.D. 2022

Robert Kenneth Fox

ROBERT KENNETH FOX
Notary Public - Seal
Vigo County - State of Indiana
Commission Number 619543
My Commission Expires Jul. 13, 2026





This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

The Ohio Casualty Insurance Company

POWER OF ATTORNEY

Principal: Dennis L. Shepard, Jr.
Agency Name: ONI Risk Partners, Inc
Obligee: State of Indiana, State House
Bond Number: 999028999
Bond Amount: (\$250,000.00) Two Hundred Fifty Thousand Dollars And Zero Cents

KNOW ALL PERSONS BY THESE PRESENTS: that The Ohio Casualty Insurance Company, a corporation duly organized under the laws of the State of New Hampshire (herein collectively called the "Company"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint Timothy A. Mikolajewski in the city and state of Seattle, WA, each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Company in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Company and the corporate seal of the Company has been affixed thereto this 26th day of September, 2016.



The Ohio Casualty Insurance Company

By: [Signature]
David M. Carey, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

STATE OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 26th day of September, 2016, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of The Ohio Casualty Insurance Company and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: [Signature]
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-law and Authorizations of The Ohio Casualty Insurance Company, which is now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature or electronic signatures of any assistant secretary of the Company or facsimile or mechanically reproduced or electronic seal of the Company, wherever appearing upon a certified copy of any power of attorney or bond issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, of The Ohio Casualty Insurance Company do hereby certify that this power of attorney executed by said Company is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Company this 21st day of October, 2022.



By: [Signature]
Renee C. Llewellyn, Assistant Secretary

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

Budget Form 1 - Budget Estimate

Year: 2025 County: Vigo Unit: Vigo County Public Library

Fund	Department	Category	Sub-Category	Line Item Code	Line Item	Published	Adopted
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Salaries and Wages	4111	Salary of Exec. Director	\$128,157	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Salaries and Wages	4112	Salary of Dept. Directors	\$303,103	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Salaries and Wages	4113	Salary of Librarians	\$960,211	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Salaries and Wages	4114	Salary of Support Staff	\$2,130,456	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Salaries and Wages	4115	Wages of Hourly	\$209,618	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Salaries and Wages	4116	Salary of Maintenance	\$317,745	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Salaries and Wages	4117	Wages of Hrly Maintenance	\$43,794	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Salaries and Wages	4118	Overtime	\$16,000	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Salaries and Wages	4119	Sunday Pay	\$82,000	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Employee Benefits	4121	Employer's share FICA	\$320,621	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Employee Benefits	4122	Unemployment Compensation	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Employee Benefits	4123	Employer's Contribution PERF	\$559,157	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Employee Benefits	4124	Employer's Contribution-Group Insurance	\$1,402,606	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Employee Benefits	4125	Employer's Contribution-Dental Insurance	\$85,942	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Employee Benefits	4126	Employer's Contribution-Vision Insurance	\$12,264	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Employee Benefits	4127	Employer's Contribution-Life Insurance	\$32,306	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Employee Benefits	4128	Separation Payout	\$108,375	\$0
0101 - GENERAL	NO DEPARTMENT	PERSONAL SERVICES	Employee Benefits	4129	Other Benefits	\$67,200	\$0
0101 - GENERAL	NO DEPARTMENT	SUPPLIES	Office Supplies	4213	Other Office Supplies	\$29,675	\$0

Fund	Department	Category	Sub-Category	Line Item Code	Line Item	Published	Adopted
0101 - GENERAL	NO DEPARTMENT	SUPPLIES	Operating Supplies	4221	Cleaning and Sanitation Supplies	\$9,500	\$0
0101 - GENERAL	NO DEPARTMENT	SUPPLIES	Operating Supplies	4222	Fuel, Oil and Lubricants	\$3,600	\$0
0101 - GENERAL	NO DEPARTMENT	SUPPLIES	Operating Supplies	4223	Operating Supplies and Parts	\$41,650	\$0
0101 - GENERAL	NO DEPARTMENT	SUPPLIES	Repair and Maintenance Supplies	4231	Building Materials and Supplies	\$2,100	\$0
0101 - GENERAL	NO DEPARTMENT	SUPPLIES	Repair and Maintenance Supplies	4235	Grounds Maintenance Supplies	\$7,800	\$0
0101 - GENERAL	NO DEPARTMENT	SUPPLIES	Other Supplies	4241	Materials Preparation	\$27,500	\$0
0101 - GENERAL	NO DEPARTMENT	SUPPLIES	Other Supplies	4243	Audio-Visual Supplies	\$200	\$0
0101 - GENERAL	NO DEPARTMENT	SUPPLIES	Other Supplies	4244	Computer Supplies	\$6,835	\$0
0101 - GENERAL	NO DEPARTMENT	SUPPLIES	Other Supplies	4245	Other Library Supplies	\$326,938	\$0
0101 - GENERAL	NO DEPARTMENT	SUPPLIES	Other Supplies	4246	Staff Development Materials	\$7,100	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Professional Services	4311	Consulting Services	\$25,000	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Professional Services	4312	Engineering & Archit. Services	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Professional Services	4313	Legal Services	\$10,000	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Professional Services	4314	Other Professional Services	\$711,366	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Professional Services	4334	Digitization	\$15,000	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Communication and Transportation	4321	Telephone & Internet Services	\$46,520	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Communication and Transportation	4322	Postage	\$6,000	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Communication and Transportation	4323	Traveling Expenses	\$13,750	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Communication and Transportation	4324	Professional Meetings	\$24,400	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Communication and Transportation	4325	Freight & Shipping	\$20,410	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Printing and Advertising	4331	Advertising & Publication of Notices	\$82,500	\$0

Fund	Department	Category	Sub-Category	Line Item Code	Line Item	Published	Adopted
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Insurance	4341	Official Bonds	\$3,075	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Insurance	4342	Other Insurance	\$87,880	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Utility Services	4351	Gas	\$8,000	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Utility Services	4352	Electricity	\$213,000	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Utility Services	4353	Water	\$21,000	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Utility Services	4354	Waste Disposal Services	\$21,440	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Repairs and Maintenance	4361	Building/structures repairs	\$250,000	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Repairs and Maintenance	4362	Software Maintenance contracts	\$120,650	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Repairs and Maintenance	4363	Maintenance Contracts	\$61,312	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Rentals	4372	Equipment Rental	\$200	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Rentals	4373	Lease/rental contracts	\$67,500	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Other Services and Charges	4301	Downloadable E-Material	\$150,000	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Other Services and Charges	4302	Databases	\$171,150	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Other Services and Charges	4303	YP E-Materials	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Other Services and Charges	4307	Ciculating Educational Access	\$800	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Other Services and Charges	4310	Software Licensing	\$45,630	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Other Services and Charges	4391	Dues	\$16,915	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Other Services and Charges	4392	Taxes & Assessments	\$75	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Other Services and Charges	4395	Petty Cash Funds	\$650	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Other Services and Charges	4396	Bank fees	\$3,235	\$0
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Other Services and Charges	4397	Refunds	\$60	\$0

Fund	Department	Category	Sub-Category	Line Item Code	Line Item	Published	Adopted
0101 - GENERAL	NO DEPARTMENT	SERVICES AND CHARGES	Other Services and Charges	4398	Cash Drawer discrepancies	\$50	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Machinery, Equipment, and Vehicles	4440	Furniture/Equip Major	\$143,395	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Machinery, Equipment, and Vehicles	4441	Furniture/Equip Minor	\$451,914	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4442	Circulating Equipment	\$5,000	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4443	Public Access Technology	\$41,900	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4460	Circ. Non Print Physical	\$8,000	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4461	Circulating Print Material	\$167,000	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4462	Reference Print Material	\$5,283	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4463	YS Circ. Print Material	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4471	Magazines	\$10,585	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4472	Newspapers	\$9,047	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4473	Reference Material Serials	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4481	DVD/Video Material	\$65,700	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4482	Audio Recorded Music	\$650	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4483	Microfilm	\$10,000	\$0
0101 - GENERAL	NO DEPARTMENT	CAPITAL OUTLAYS	Books and Other Media	4485	Audio Recorded Books	\$6,000	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4114	Salary-Support Staff	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4116	Salary-Maint. Staff	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4117	Hourly Maintenance	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4121	FICA	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4123	PERF	\$0	\$0

Fund	Department	Category	Sub-Category	Line Item Code	Line Item	Published	Adopted
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4124	Health Insurance	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4125	Dental Insurance	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4126	Vision Insurance	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4127	Life Insurance	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4213	Office Supplies	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4312	Engineering/Archit Services	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4314	Other Prof Services	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4324	Meeting/Conf Registration	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4331	Advertising/Pub Notice	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4361	Bldgs/Struct Repair contracts	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4440	Furniture/Equip Major	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4441	Furniture/Equip Minor	\$0	\$0
0101 - GENERAL	NO DEPARTMENT	PROPERTY TAX CAP	Property Tax Cap Impact	4461	Circ. Print Material	\$0	\$0
0101 - GENERAL Total						\$10,364,495	\$0
UNIT TOTAL						\$10,364,495	\$0

Budget Form 2 - Estimate of Miscellaneous Revenue

Year: 2025 County: Vigo Unit: 0229 - Vigo County Public Library

Fund	Revenue Code	Revenue Name	July 1 - December 31, 2024	January 1 - December 31, 2025
0101 - GENERAL	R112	Financial Institution Tax distribution	\$38,000	\$76,000
0101 - GENERAL	R114	Motor Vehicle/Aircraft Excise Tax Distribution	\$220,000	\$440,000
0101 - GENERAL	R135	Commercial Vehicle Excise Tax Distribution (CVET)	\$16,800	\$33,600
0101 - GENERAL	R138	Local Income Tax (LIT) Certified Shares	\$689,223	\$1,378,446
0101 - GENERAL	R409	Document and Copy Fees	\$250	\$500
0101 - GENERAL	R423	Other Charges for Services, Sales, and Fees	\$700	\$1,400
0101 - GENERAL	R503	Other Fines and Forfeitures	\$7,200	\$14,500
0101 - GENERAL	R902	Earnings on Investments and Deposits	\$153,500	\$225,000
		GENERAL	\$1,125,673	\$2,169,446
		0229 - VIGO COUNTY PUBLIC LIBRARY Total	\$1,125,673	\$2,169,446

NOTICE TO TAXPAYERS

The **Notice to Taxpayers** is available online at www.budgetnotices.in.gov or by calling (888) 739-9826.

Complete details of budget estimates by fund and/or department may be seen by visiting the office of this unit of government at **680 Poplar St. Terre Haute, IN 47807.**

Notice is hereby given to taxpayers of **VIGO COUNTY PUBLIC LIBRARY, Vigo County**, Indiana that the proper officers of **Vigo County Public Library** will conduct a public hearing on the year **2025** budget. Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objection petition with the proper officers of **Vigo County Public Library** not more than seven days after the hearing. The objection petition must identify the provisions of the budget, tax rate, or tax levy to which taxpayers object. If a petition is filed, **Vigo County Public Library** shall adopt with the budget a finding concerning the objections in the petition and testimony presented. Following the aforementioned hearing, the proper officers of **Vigo County Public Library** will meet to adopt the following budget:

Public Hearing Date	Tuesday, September 3, 2024	Adoption Meeting Date	Monday, September 16, 2024
Public Hearing Time	5:30 PM	Adoption Meeting Time	5:30 PM
Public Hearing Location	680 Poplar St. Terre Haute, IN 47807	Adoption Meeting Location	680 Poplar St. Terre Haute, IN 47807
Estimated Civil Max Levy	\$8,431,050		
Property Tax Cap Credit Estimate	\$1,940,000		

1 Fund Name	2 Budget Estimate	3 Maximum Estimated Funds to be Raised (including appeals and levies exempt from maximum levy limitations)	4 Excessive Levy Appeals	5 Current Tax Levy	6 Levy Percentage Difference (Column 3 / Column 5)
0101-GENERAL	\$10,364,495	\$8,431,050	\$0	\$8,102,575	4.05%
Totals	\$10,364,495	\$8,431,050	\$0	\$8,102,575	

RESOLUTION ON SAFE DEPOSIT BOX

Vigo County Public Library

WHEREAS the Vigo County Public Library has certain securities and records that require safekeeping which cannot be provided within the present building, and

WHEREAS a safe deposit box at the First Financial Bank of Terre Haute will meet those safekeeping needs,

THEREFORE, BE IT RESOLVED that safe deposit box space be procured from the said First Financial Bank and that two members of the Board of Trustees and two members of the Library Staff be listed as authorized representatives of the Board with the stipulation that the signatures of at least two of the four persons authorized shall be required for access to the safe deposit box, at least one of whom shall be a Board Member, and

BE IT FURTHER RESOLVED that Board Members, _____ and _____ and Staff Members, Brandy L. Bridgewater, and Dennis L. Shepard Jr., are hereby authorized and directed to procure said safe deposit box from said First Financial Bank at regular and ordinary bank rates and to execute all necessary documents to procure the same.

President _____

Secretary _____

ADOPTED by the Board of Trustees of the Vigo County Public Library on the 19th day of August 2024.

AYE

NAY

**VIGO COUNTY PUBLIC
LIBRARY BOARD OF
TRUSTEES**

RESOLUTION ON DEPOSITORY SIGNATURES

BE IT RESOLVED, that the **FIRST FINANCIAL BANK** of Terre Haute, Indiana, as a designated depository of this political subdivision be, and it is hereby requested, authorized and directed to honor checks, drafts, warrants, or other orders for payment of money drawn in this political subdivision's name when bearing the actual signatures or the properly impressed machine signatures (specimens thereof which are on file with said bank) of all the following officers:

PRESIDENT _____

SECRETARY _____

TREASURER _____

The **FIRST FINANCIAL BANK** of Terre Haute shall be entitled to honor and to charge this political subdivision for such checks, drafts, warrants, or other orders for payment when duly authorized in accordance with the above.

DULY ADOPTED by the Board of Trustees of the Vigo County Public Library at its regularly scheduled meeting held on the 19th day of August 2024, at which meeting a quorum was present.

AYE

NAY

**VIGO COUNTY PUBLIC
LIBRARY BOARD OF
TRUSTEES**

RESOLUTION ON DEPOSITORY SIGNATURES

BE IT RESOLVED, that **THE HOMETOWN SAVINGS BANK** of Terre Haute, Indiana, as a designated depository of this political subdivision be, and it is hereby requested, authorized and directed to honor checks, drafts, warrants, or other orders for payment of money drawn in this political subdivision's name when bearing the actual signatures of all the following officers:

PRESIDENT _____

SECRETARY _____

TREASURER _____

THE HOMETOWN SAVINGS BANK of Terre Haute shall be entitled to honor and to charge this political subdivision for such checks, drafts, warrants, or other orders for payment when duly authorized in accordance with the above.

DULY ADOPTED by the Board of Trustees of the Vigo County Public Library at its regularly scheduled meeting held on the 19th day of August 2024, at which meeting a quorum was present.

AYE

NAY

**VIGO COUNTY PUBLIC
LIBRARY BOARD OF
TRUSTEES**

RESOLUTION ON DEPOSITORY SIGNATURES

BE IT RESOLVED, that **OLD NATIONAL BANK** of Terre Haute, Indiana, as a designated depository of this political subdivision be, and it is hereby requested, authorized and directed to honor checks, drafts, warrants, or other orders for payment of money drawn in this political subdivision's name when bearing the actual signatures of all the following officers:

PRESIDENT _____

SECRETARY _____

TREASURER _____

OLD NATIONAL BANK of Terre Haute shall be entitled to honor and to charge this political subdivision for such checks, drafts, warrants, or other orders for payment when duly authorized in accordance with the above.

DULY ADOPTED by the Board of Trustees of the Vigo County Public Library at its regularly scheduled meeting held on the 19th day of August 2024, at which meeting a quorum was present.

AYE

NAY

**COMMITMENT TO JOIN INDIANA STATE LIBRARY CONSORTIUM FOR
PUBLIC LIBRARY INTERNET ACCESS for
FUNDING YEAR JULY 1, 2025 THROUGH JUNE 30, 2026**

WHEREAS, the board of the Vigo County Public Library has determined that it is beneficial to its operations to join the Indiana State Library Consortium for Public Library Internet Access; and

WHEREAS, the board recognizes that being part of the Indiana State Library Consortium for Public Library Internet Access requires following certain rules, including:

1. Filtering all computers in order to receive the e-Rate discount on vendor invoices (If the library chooses not to filter, they can be in the consortium and not receive e-rate discount, but may be eligible for reimbursement from Broadband Connectivity Grant Fund.);
2. ensuring that the total cost of non e-rate services is included in at least one fund budget;
3. assuming financial responsibility for non-eRate portion that may not be covered by the Broadband Connectivity Grant Fund;
4. working with AdTec in the filing of all forms, except Form 470, with the Universal Service Administrative Company Schools & Libraries Division; and

WHEREAS, the board acknowledges that by joining the Indiana State Library Consortium for Public Library Internet Access it receives certain benefits and that by opting out of the consortium, or by failing to abide by the Consortium rules, the library will lose the benefits.

NOW THEREFORE BE IT RESOLVED that the library shall be a member of the Indiana State Library Consortium for Public Library Internet Access and, as a member, the library shall abide by the rules of the Indiana State Library Consortium for Public Library Internet Access.

DULY ADOPTED by the Board of Trustees of the Vigo County Public Library at its regular meeting held on the 19th day of August, 2024, at which meeting a quorum was present.

NAY

AYE

ATTEST:

Secretary