

West Lafayette Public Library Board of Trustees
Meeting Minutes
Wednesday, June 08, 2022

1. Quorum:

The meeting was called to order at 6:32 pm.

In attendance in person (unless otherwise noted)

For the Board:

Anastasia Krutulis, President (Attended Remotely)

Patricia Garrott, Vice President

Martha Altschaeffl, Secretary

Mark Pugh, Treasurer

Shelley Lowenberg De-Boer, Member

Jim Knapp, Member

Others in attendance:

Nick Schenkel, West Lafayette Public Library

Scott Tracey, West Lafayette Public Library

Melissa Freed, West Lafayette Public Library

Scott Senefeld, The Veridus Group (Attended Remotely)

Stu Godfrey, krM Architecture (Attended Remotely)

2. Consent Agenda: Library Board Minutes, Claims, President's Report,
Librarian's Report

- a. Melissa Freed, West Lafayette Public Library reported on the start of the Summer Reading Program, including programs, prizes, and the READsquared app. Noted 497 people had signed up as of today
- b. Minutes were approved by Patricia Garrott, Vice President, and Shelley Lowenberg De-Boer, Member

3. Treasurer's Report

- a. Nick Schenkel, West Lafayette Public Library noted the Library should receive its bi-annual property tax (Levy) draw in late June. Also noted LIT (Local Income Tax) is lower this year due to a change in the law that removed the bond fund budget from the calculation. Also mentioned the construction fund has been drawn down significantly due to the renovations nearing completion.

Mark Pugh, Treasurer asked about the contingency fund, to which Nick responded was contained in the construction bond fund.

Scott Senefeld, The Veridus Group noted we have the following:

- i. Contractor Contingency
- ii. Owner Contingency
- iii. Construction Allowances

4. Old Business

- a. Report from the Veridus Group: Scott Senefeld noted there is balancing/conditioning work on the building's HVAC underway, while FA Wilhelm (construction manager) has a proposal request submitted to address existing systems' issues and create a plan for completion. New SE entrance doors are expected to be delivered/installed by the end of July, there is a sketch of the built-in donations drop box underway. Garage work: there is a vendor expressing interest and would prefer to have quotes from 2-3 more before awarding the contract for 2023 work. FA Wilhelm will have a final change order in ~2-3 weeks. Also, Columbia St water main replacement has begun and should last 2 weeks; the Chauncey St project for the City of West Lafayette should be complete by 7/29.

Stu Godfrey, krM Architecture noted they are preparing closing documents, and warranty items.

5. New Business

- a. Nick Schenkel, West Lafayette Public Library requested a Board motion to allow a mailing to all cardholders announcing the Grand Re-opening on 8/27. Passed with motions by Patricia Garrott, Vice President, and Jim Knapp, Member
- b. Nick Schenkel, West Lafayette Public Library read through the upcoming budget calendar, expects the Operating Fun to be lower in 2023, and an increase in assessed value (property tax), recommended the Board advertise the maximum allowable Maximum Levy Growth Quotient per the Department of Local Government Finance.

6. Topics for future action and discussion

- a. Officers will remain in their present positions from 7/1/2022-6/30/2023, on motions by Martha Altschaeffl, Secretary, and Jim Knapp, Member.
- b. Nick Schenkel, West Lafayette Public Library noted the Friends group held elections at their annual meeting on 5/31 and will now be regularly convening on the 3rd Monday of each month.

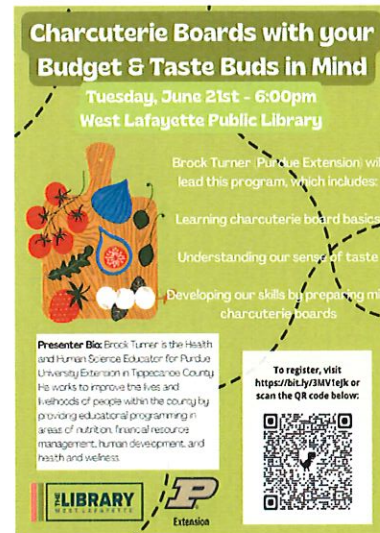
7. Comments from the public: none

8. The meeting was adjourned at 7:33 pm with motions by Patricia Garrott, Vice President, and Jim Knapp, Member



Librarian's Report for June 2022

1. **Summer Reading Clubs are active!** Our first day of sign-ups we had more than a 60% increase in foot traffic into the Library and we've been busy ever since with folks of all ages.
2. **Our door counts show the Library is receiving 25+% more visitors each (so far) in June than we did the first week of May!**
3. **The Children's Department** is offering weekly programs encouraging folks to come in and enjoy the Library this summer. The Mermaid Princess greeted folks and read stories last week; coming up are a violinist from the Lafayette Symphony Orchestra and a special visit from the Lafayette Aviators! Lego Club and Read to the Dogs continue all summer.
4. **Adult programming and collection building** continues this month too; Tea on the Titanic is scheduled for this Tuesday; "Making Your Own Charcuterie Board" happens on June 21 and we'll feature a movie and book discussion about Joe Hill's "Black Phone" on June 28. you can keep up with ALL Library programming on the [Library's Facebook](#) page.



5. [Teen volunteers and staff continue to work in-person each week](#) with our Teen Services Librarian, Ashley Fletcher, to make the new Teen Room more appealing to our teenage patrons.

6. The **Library's Archives** room will be populated this weekend with our new Local History Librarian, Devon Roddel, supervising the move from two areas of the basement into the new room.
7. The new "**Book Cellar**" **bookshop** located in the Library's basement is likely to open to the public in July - we've begun moving books onto the shelves and are now awaiting carpeting to be installed.
8. And Library staff now have the new **Creative Space** on the Library's first floor open.
9. **The Library's new newsletter** has a new issue; please do sign up for the electronic copy, which will be delivered to you regularly.
10. Planning for the **Library's Grand Opening on Saturday, August 27** continues. Led by the Library Foundation Board the planning group includes current and former library board members, the Library Director and library staff members.
11. **Construction updates: new furniture for the first floor arrived Tuesday!** We have a few more pieces to arrive over the next weeks but we're almost complete with furniture installations. **AV technology** will continue to be installed in the next few weeks too.
12. [The Friends of the Library](#) elected new officers at their May 31 meeting: President Sheri Rahdert, Vice President Tiffany Lyle, Secretary Amy Harbor, and Treasurer Jean Sullivan. The Friends will meet the third Monday of each month going forward.
13. **Please check out the Library's [FACEBOOK PAGE](#)** for ongoing programing and initiatives resulting from and looking beyond COVID 19.
14. You can listen to Nick's book reviews by clicking on WBAA's [Nick Schenkel book review page](#). **Recent reviews include:**
 - "Led Zeppelin: The Biography" by John Spitz
 - "The Elegant and Edible Garden" by Linda Vater
 - "Coming Home" (a picture book about a military home coming) by Greg Ruth, and
 - "David Copperfield's History of Magic" by David Copperfield.

Appropriation Report for 100 Operating

West Lafayette Public Library

Report Date: From 11/1/2022 To 5/31/2022

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
1. Personal Services							
Total	\$674,948.00	\$35,851.00	\$710,799.00	\$303,117.57	\$303,117.57	\$407,681.43	57.4
2. Supplies							
Total	\$16,000.00		\$16,000.00	\$9,790.61	\$9,790.61	\$6,209.39	38.8
3. Other Services and Charge							
Total	\$263,200.00	\$0.00	\$263,200.00	\$144,383.53	\$144,383.53	\$118,816.47	45.1
4. Capital Outlays							
Total	\$394,084.23	(\$35,851.00)	\$358,233.23	\$36,975.98	\$36,975.98	\$321,257.25	89.7
Grand Total	\$1,348,232.23	\$0.00	\$1,348,232.23	\$494,267.69	\$494,267.69	\$853,964.54	63.3

Approved by the State Board Of Accounts for West Lafayette Public Library on 11/1/1998.

Receipt Summaries for **100** **Operating**

West Lafayette Public Library

Report Dates = 1/1/2022 to 5/31/2022

<i>Account</i>	<i>This Month</i>	<i>YTD</i>	<i>Last Year This Month</i>	<i>Last Year YTD</i>
305 FINES	\$644.10	\$644.10	\$1,147.60	\$1,147.60
308 COMMUNITY FOUNDATION INCOME	\$10,168.00	\$10,168.00		
310 COPIES/PRINTING	\$427.50	\$427.50	\$207.35	\$207.35
314 INTEREST	\$91.08	\$91.08	\$134.92	\$134.92
316 PROCTORING	\$245.00	\$245.00		
318 PARKING	\$16,113.02	\$16,113.02	\$16,768.62	\$16,768.62
320 BAGS	\$24.00	\$24.00	\$39.00	\$39.00
324 FINANCIAL TAXES				
328 STATE GRANTS	\$2,002.26	\$2,002.26		
333 LIT	\$95,256.65	\$95,256.65	\$151,143.35	\$151,143.35
365 CVET	\$107.01	\$107.01	\$99.32	\$99.32
370 REFUNDS	\$3,631.00	\$3,631.00	\$720.00	\$720.00
380 MISCELLANEOUS	\$295.80	\$295.80	\$940.40	\$940.40
560 DONATIONS	\$719.25	\$719.25	\$61.74	\$61.74
	<u>\$129,724.67</u>	<u>\$129,724.67</u>	<u>\$171,262.30</u>	<u>\$171,262.30</u>

Approved by the State Board Of Accounts for West Lafayette Public Library on 1/1/1998.

Financial Report

Report Dates = **4/1/2022 to 4/30/2022**

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. General						
100 Operating	\$512,353.69	\$102,632.48	\$405,049.09	\$23,039.17	\$107,133.24	\$214,437.84
105 LIRF	\$4,736.71	\$0.00	\$0.00	\$0.00	\$0.00	\$4,736.71
130 Petty Cash	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00
190 Transfer Fund	\$0.00	\$252,064.90	\$702,367.72	\$252,064.90	\$702,367.72	\$0.00
803 Federal Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
804 FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
805 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
806 State Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
807 County Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
808 PERF	\$0.00	\$1,023.38	\$4,033.45	\$1,023.38	\$4,033.45	\$0.00
809 FSA Health	(\$232.79)	\$0.00	\$1,066.36	\$0.00	\$461.56	(\$837.59)
810 United Healthcare	\$0.00	\$738.70	\$2,954.80	\$738.70	\$2,954.80	\$0.00
Subtotal	\$516,932.61	\$356,459.46	\$1,115,471.42	\$276,866.15	\$816,950.77	\$218,411.96
2. Special Revenue						
200 Gift & Memorial Fund	\$92,530.92	\$2,489.10	\$6,259.29	\$358.25	\$7,324.26	\$93,595.89
202 Rainy Day	\$211,737.83	\$0.00	\$0.00	\$0.00	\$0.00	\$211,737.83
203 Levy Excess	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
204 Community Foundation	\$28,025.64	\$0.00	\$0.00	\$0.00	(\$1,224.66)	\$26,800.98
205 Anna Akley Gift Fund	\$99,480.15	\$0.00	\$0.00	\$0.00	\$0.00	\$99,480.15
Subtotal	\$431,774.54	\$2,489.10	\$6,259.29	\$358.25	\$6,099.60	\$431,614.85
3. Debt Service						
302 BONY Operating and Reserve AKA Debt Service Fund	\$111,778.30	\$0.00	\$0.00	\$26.35	\$116.06	\$111,894.36
303 Debt Service Fund (formerly Bond Fund)	\$574,490.15	\$0.00	\$443,228.13	\$0.00	\$0.00	\$131,262.02
305 2020 Audit Overage Amount Account	\$79,910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$79,910.00
Subtotal	\$766,178.45	\$0.00	\$443,228.13	\$26.35	\$116.06	\$323,066.38
4. Capital Projects						
401 2019 Construction Fund	\$1,439,374.28	\$68,814.21	\$312,275.34	\$0.00	\$0.00	\$1,127,098.94
402 2020 Construction Fund	\$2,717,036.51	\$356,313.39	\$1,669,221.11	\$0.00	\$0.00	\$1,047,815.40
403 BONY Sinking Fund	\$63.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.00
404 BONY 2020 Bond Issue Expense Fund	\$160,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$160,000.00
422 State Technology Grant Fund	\$2,295.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,295.00
Subtotal	\$4,318,768.79	\$425,127.60	\$1,981,496.45	\$0.00	\$0.00	\$2,337,272.34
5. Clearing						
800 PLAC	\$867.19	\$0.00	\$0.00	\$0.00	\$0.00	\$867.19
Subtotal	\$867.19	\$0.00	\$0.00	\$0.00	\$0.00	\$867.19
Grand Total	\$6,034,521.58	\$784,076.16	\$3,546,455.29	\$277,250.75	\$823,166.43	\$3,311,232.72

Total all banks = \$3,311,232.72

Approved by the State Board Of Accounts for on 12:00:00 AM.

Financial Report

Report Dates = **5/1/2022 to 5/31/2022**

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. General						
100 Operating	\$512,353.69	\$89,250.48	\$494,299.57	\$22,588.43	\$129,721.67	\$147,775.79
105 LIRF	\$4,736.71	\$0.00	\$0.00	\$0.00	\$0.00	\$4,736.71
130 Petty Cash	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00
190 Transfer Fund	\$0.00	\$675,000.00	\$1,377,367.72	\$675,000.00	\$1,377,367.72	\$0.00
803 Federal Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
804 FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
805 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
806 State Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
807 County Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
808 PERF	\$0.00	\$1,055.69	\$5,089.14	\$1,055.69	\$5,089.14	\$0.00
809 FSA Health	(\$232.79)	\$0.00	\$1,066.36	\$0.00	\$461.56	(\$837.59)
810 United Healthcare	\$0.00	\$738.70	\$3,693.50	\$738.70	\$3,693.50	\$0.00
Subtotal	\$516,932.61	\$766,044.87	\$1,881,516.29	\$699,382.82	\$1,516,333.59	\$151,749.91
2. Special Revenue						
200 Gift & Memorial Fund	\$92,530.92	\$5,744.86	\$12,004.15	\$1,080.00	\$8,404.26	\$88,931.03
202 Rainy Day	\$211,737.83	\$0.00	\$0.00	\$12,582.00	\$12,582.00	\$224,319.83
203 Levy Excess	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
204 Community Foundation	\$28,025.64	\$0.00	\$0.00	\$0.00	(\$1,224.66)	\$26,800.98
205 Anna Akley Gift Fund	\$99,480.15	\$0.00	\$0.00	\$0.00	\$0.00	\$99,480.15
Subtotal	\$431,774.54	\$5,744.86	\$12,004.15	\$13,662.00	\$19,761.60	\$439,531.99
3. Debt Service						
302 BONY Operating and Reserve AKA Debt Service Fund	\$111,778.30	\$0.00	\$0.00	\$0.00	\$116.06	\$111,894.36
303 Debt Service Fund (formerly Bond Fund)	\$574,490.15	\$0.00	\$443,228.13	\$102.99	\$102.99	\$131,365.01
305 2020 Audit Overage Amount Account	\$79,910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$79,910.00
Subtotal	\$766,178.45	\$0.00	\$443,228.13	\$102.99	\$219.05	\$323,169.37
4. Capital Projects						
401 2019 Construction Fund	\$1,439,374.28	\$2,215.87	\$314,491.21	\$0.00	\$0.00	\$1,124,883.07
402 2020 Construction Fund	\$2,717,036.51	\$2,365.00	\$1,671,586.11	\$0.00	\$0.00	\$1,045,450.40
403 BONY Sinking Fund	\$63.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.00
404 BONY 2020 Bond Issue Expense Fund	\$160,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$160,000.00
422 State Technology Grant Fund	\$2,295.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,295.00
Subtotal	\$4,318,768.79	\$4,580.87	\$1,986,077.32	\$0.00	\$0.00	\$2,332,691.47
5. Clearing						
800 PLAC	\$867.19	\$0.00	\$0.00	\$0.00	\$0.00	\$867.19
Subtotal	\$867.19	\$0.00	\$0.00	\$0.00	\$0.00	\$867.19
Grand Total	\$6,034,521.58	\$776,370.60	\$4,322,825.89	\$713,147.81	\$1,536,314.24	\$3,248,009.93

Total all banks = \$3,248,009.93

Approved by the State Board Of Accounts for on 12:00:00 AM.

Register Of Claims
West Lafayette Public Library

Report Date: From 5/12/2022 To 6/8/2022

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
9546	301	Amazon Capital Services Inc	Operating	Cleaning & Sanitation Supplies	\$197.98	5/24/2022	
			Operating	Office Supplies	\$27.75		
			Gift & Memorial Fund	Office Supplies	\$175.96		
			Gift & Memorial Fund	Craft supplies purchased by staff	\$50.99		
			Gift & Memorial Fund	Craft supplies purchased by staff	\$298.22		
			Gift & Memorial Fund	Craft supplies purchased by staff	\$38.25		
				Total this claim	\$789.15		
9555	316	Amazon Capital Services Inc	Operating	Office Supplies	\$415.36	6/8/2022	
			Gift & Memorial Fund	Office Supplies	\$282.90		
			Gift & Memorial Fund	Grant Expenses	\$161.79		
			Gift & Memorial Fund	Books	\$71.19		
				Total this claim	\$931.24		
0	317	Automated Payroll Service	Operating	Other Professional Services/Ban	\$234.85	6/3/2022	for payroll of 5/16/22-5/29/22
				Total this claim	\$234.85		
0	302	Automated Payroll Service	Operating	Other Professional Services/Ban	\$98.05	5/20/2022	for payroll of 5/2/22-5/15/22
				Total this claim	\$98.05		
9547	303	Blick Art Materials	Gift & Memorial Fund	Office Supplies	\$31.88	5/24/2022	Supplies for Creativity Lab
				Total this claim	\$31.88		
9556	318	Bound to Stay Bound	Operating	Books	\$28.53	6/8/2022	
				Total this claim	\$28.53		
9557	319	Business Furniture	2019 Construction Fund	Equipment	\$61,675.66	6/8/2022	
				Total this claim	\$61,675.66		
9548	304	CenterPoint Energy	Operating	Gas service	\$57.19	5/24/2022	for 4/6/22-5/5/22
				Total this claim	\$57.19		
9558	320	Chad Young	Gift & Memorial Fund	Craft supplies purchased by staff	\$75.00	6/8/2022	for Teen Program on 6/29/22
				Total this claim	\$75.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
9549	305	Chase Cardmember Service	Operating	Cleaning & Sanitation Supplies	\$245.57	5/24/2022	for 4/17/22-5/16/22
			Operating	Other Professional Services/Ban	\$176.73		
			Operating	Databases	\$551.55		
			Operating	Postage	\$17.99		
			Operating	Periodicals and Newspapers	\$80.00		
			Gift & Memorial Fund	Craft supplies purchased by staff	\$762.16		
			Gift & Memorial Fund	Craft supplies purchased by staff	\$263.74		
			Gift & Memorial Fund	Equipment	\$152.29		
				Total this claim	\$2,250.03		
9559	321	Cintas	Operating	Repair & Maintenance Building	\$1,037.11	6/8/2022	clean mats
				Total this claim	\$1,037.11		
9560	322	Cintas # 366	Operating	Cleaning & Sanitation Supplies	\$284.11	6/8/2022	Defibrillator and first aid supplies
				Total this claim	\$284.11		
9561	323	Clear Solutions Inc	2019 Construction Fund	Equipment	\$556.74	6/8/2022	Slatwall fixtures
				Total this claim	\$556.74		
9562	324	Columbian Park Zoo Education	Gift & Memorial Fund	Craft supplies purchased by staff	\$230.00	6/8/2022	Summer Reading Program on 7/13/22
				Total this claim	\$230.00		
9563	365	Creative Solutions	Operating	Office Supplies	\$250.00	6/8/2022	Replacement printer cartridge
				Total this claim	\$250.00		
9564	326	Dell	2020 Construction Fund	Computers	\$10,929.00	6/8/2022	
				Total this claim	\$10,929.00		
9565	327	DEMCO Inc	Operating	Office Supplies	\$843.80	6/8/2022	
				Total this claim	\$843.80		
9566	325	Driessen Water Inc	Operating	Cleaning & Sanitation Supplies	\$277.99	6/8/2022	
				Total this claim	\$277.99		
9567	373	Duke Energy	Operating	Electricity	\$44.27	6/8/2022	for 5/4/22-6/2/22 Outdoor Lighting only
				Total this claim	\$44.27		
9568	371	Fine Tuning	Gift & Memorial Fund	Piano Expenses	\$135.00	6/8/2022	Piano Tuning
				Total this claim	\$135.00		
9569	328	Frances Goode	Gift & Memorial Fund	Craft supplies purchased by staff	\$62.86	6/8/2022	Summer Reading Program
				Total this claim	\$62.86		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	363	Fullstream	Operating	Other Professional Services/Ban	\$54.63	5/16/2022	Charges for credit card use in garage
				Total this claim	\$54.63		
9550	306	GLGraphix	Gift & Memorial Fund	Equipment	\$2,365.00	5/24/2022	Creativity Lab signage
				Total this claim	\$2,365.00		
9570	329	Gran-IT Consulting	Operating	Telephone and Internet	\$258.00	6/8/2022	Maintenance on server
				Total this claim	\$258.00		
9571	330	hibu Inc--West	Operating	Advertising & Public Notices	\$20.30	6/8/2022	Payment 4 of 12
				Total this claim	\$20.30		
9572	331	Hogan Transfer and Storage	2019 Construction Fund	Repair & Maintenance Building	\$17,880.25	6/8/2022	Moving services for February 9-16 2022, and April 19 and 30, 2022
				Total this claim	\$17,880.25		
9573	368	hoopla	Operating	Databases	\$769.56	6/8/2022	Digital resources for May 2022
				Total this claim	\$769.56		
9574	369	Indiana American Water Co Inc	Operating	Water and Waste Disposal Servi	\$251.15	6/8/2022	for 5/3/22-6/1/22
				Total this claim	\$251.15		
9575	332	Ingram Library Services	Operating	Books	\$5,045.20	6/8/2022	
				Total this claim	\$5,045.20		
9576	366	KONE Inc	Operating	Repair & Maintenance Building	\$2,993.52	6/8/2022	Repair of elevator on 5/10/22 and maintenance coverage
				Total this claim	\$2,993.52		
9577	333	KRM Architecture	2019 Construction Fund	Other Professional Services/Ban	\$7,355.72	6/8/2022	Architectural Services
				Total this claim	\$7,355.72		
9578	334	Lafayette Symphony Orchestra	Gift & Memorial Fund	Craft supplies purchased by staff	\$40.00	6/8/2022	Summer Reading Program on 6/22/22
				Total this claim	\$40.00		
9551	307	Lake County Public Library	Operating	Books	\$0.00	5/24/2022	VOID--PER LAKE COUNTY PUBLIC LIBRARY
				Total this claim	\$0.00		
9579	335	Marquis Handyman Service	2019 Construction Fund	Repair & Maintenance Building	\$530.00	6/8/2022	Remodeling finishing projects
				Total this claim	\$530.00		
9552	308	Metronet	Operating	Telephone and Internet	\$581.27	5/24/2022	for 5/8/22-6/7/22
				Total this claim	\$581.27		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
9580	336	Midwest Tape	Operating	DVD	\$503.52	6/8/2022	DVDs
				Total this claim	\$503.52		
9581	370	MJV Group Inc	Operating	Repair & Maintenance Garage	\$1,655.00	6/8/2022	Janitor service for June 2022
				Total this claim	\$1,655.00		
9582	337	Mulhaupt's Inc	Operating	Repair & Maintenance Building	\$550.00	6/8/2022	Annual Fire Alarm Inspection
				Total this claim	\$550.00		
9583	338	netPark Software LLC	Operating	Repair & Maintenance Garage	\$295.00	6/8/2022	Monthly usage fee for parking garage system for May 2022
				Total this claim	\$295.00		
9584	339	Parker Technology LLC	Operating	Repair & Maintenance Garage	\$293.85	6/8/2022	Call Center support for Garage Parking System
				Total this claim	\$293.85		
0	299	Payroll	Operating	Library Director	\$3,488.27	5/18/2022	for payroll of 5/2/22-5/15/22
			Operating	Full-time Employees	\$14,645.18		
			Operating	Part-time Employees	\$9,018.66		
			Operating	Employer's Share-FICA & Medic	\$2,048.88		
			Operating	Unemployment Compensation	\$50.47		
				Total this claim	\$29,251.46		
0	314	Payroll	Operating	Library Director	\$3,488.27	6/1/2022	for payroll of 5/16/22-5/29/22
			Operating	Full-time Employees	\$15,106.72		
			Operating	Part-time Employees	\$8,813.90		
			Operating	Employer's Share-FICA & Medic	\$2,068.52		
			Operating	Unemployment Compensation	\$51.78		
				Total this claim	\$29,529.19		
0	364	Principal Financial Group	Operating	Employer's Contribution Short-te	\$193.32	5/31/2022	Short-term disability for full-time employees
				Total this claim	\$193.32		
0	315	Public Employees Retirement Fu	Operating	Employers Contribution-PERF	\$2,082.65	6/3/2022	for payroll of 5/16/22-5/29/22
			PERF	Salary and Wages	\$557.84		
				Total this claim	\$2,640.49		
0	300	Public Employees Retirement Fu	Operating	Employers Contribution-PERF	\$2,030.96	5/20/2022	for payroll of 5/2/22-5/15/22
			PERF	Salary and Wages	\$544.00		
				Total this claim	\$2,574.96		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
9585	340	Purdue University (workstudy)	Operating	Part-time Employees	\$612.38	6/8/2022	Work-Study Reimbursement for 2 employees for 2021-2022
				Total this claim	\$612.38		
9586	367	Purdue Women's Club	Operating	Books	\$15.00	6/8/2022	Purchase of "History of Purdue Women's Club" book
				Total this claim	\$15.00		
9587	341	Quill Corp	Operating	Office Supplies	\$985.03	6/8/2022	
				Total this claim	\$985.03		
9588	342	Ricoh USA	Operating	Copier/Rental Equipment	\$194.52	6/8/2022	for 6/9/22-7/8/22
				Total this claim	\$194.52		
9589	343	Scholastic Library Publishing	Operating	Books	\$444.98	6/8/2022	
				Total this claim	\$444.98		
9590	344	Scott Ingerson	Gift & Memorial Fund	Craft supplies purchased by staff	\$250.00	6/8/2022	Bubble Wonders Summer Reading Program on 6/30/22
				Total this claim	\$250.00		
9591	345	Scott Tracey	Operating	Traveling Expense	\$71.96	6/8/2022	Mileage to ISL Budget Workshop on 5/24/22 123 miles
				Total this claim	\$71.96		
9553	309	Second Flight Books	Operating	Books	\$213.93	5/24/2022	PDA books
				Total this claim	\$213.93		
0	312	Travelers Insurance	Operating	Other Insurance: Property and L	\$1,252.00	6/2/2022	Commercial Package Commercial Package 4/1/22-5/1/22
				Total this claim	\$1,252.00		
0	311	Travelers Insurance	Operating	Other Insurance: Property and L	\$2,170.74	6/2/2022	Automatic voucher--Automobile and Umbrella policies
				Total this claim	\$2,170.74		
9592	372	Traveler's Insurance	Operating	Other Insurance: Property and L	\$9,701.00	6/8/2022	Directors and Officers Policy #105970522 for 7/25/22-7/25/25. Three year prepaid.
				Total this claim	\$9,701.00		
9593	346	TurnKey	2019 Construction Fund	Equipment	\$21,729.52	6/8/2022	Furniture
				Total this claim	\$21,729.52		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
9594	347	Twin City Electric Co Inc	2019 Construction Fund	Repair & Maintenance Building	\$3,914.00	6/8/2022	Remodeling finishing projects
				Total this claim	\$3,914.00		
9595	374	Unique Management	Operating	Other Professional Services/Ban	\$96.91	6/8/2022	Placements and notices for May 2022
				Total this claim	\$96.91		
9596	348	Veridus Group Inc	2019 Construction Fund	Other Professional Services/Ban	\$5,950.00	6/8/2022	Design Development and Construction Documents
				Total this claim	\$5,950.00		
9554	313	Verizon Wireless	Operating	Telephone and Internet	\$40.09	5/24/2022	for 4/2/22-5/1/22
				Total this claim	\$40.09		
9597	349	West Lafayette Wastewater Trea	Operating	Water and Waste Disposal Servi	\$397.76	6/8/2022	for 4/1/22-5/2/22
				Total this claim	\$397.76		
9598	350	Wintek Corp	Operating	Telephone and Internet	\$1,593.14	6/8/2022	
				Total this claim	\$1,593.14		

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

Total Amount of Claims \$236,086.81

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

Wednesday, June 8, 2022


Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this 8TH day of JUNE, 2022.






SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for West Lafayette Public Library on 1/1/1998.

WL PUBLIC LIBRARY BUDGET CALENDAR for 2023 Budgets

Public Library budgets are approved by the local library board then sent to the Department of Local Government Finance (Indianapolis) for review and final approval.

July 13/August 10: Budgets for 2023 discussed by library board in anticipation of publication after August 10 board meeting

Growth Quotient (amount tax levy can increase) WAS set at 1.043% for 2022. / Mid July: DLGF provides each taxing unit an estimate of the maximum budget for 2023, and the estimated Circuit Breaker

August TBD: meeting with Miranda Bucy / DLGF for summer budget workshop – ZOOM

August 10: Preliminary 2023 Budgets approved at August library board meeting for possible binding review by City Council.

August 12 – Post preliminary 2023 Budgets as approved at the August library board meeting to Gateway and post notice on bulletin board in Library in advance of public hearing (minimum of 10 days prior)

SEPTEMBER 1 – Last day to post Budget Form 3 to Gateway

SEPTEMBER 14 - Public Hearing on 2023 Budgets by library board.

September TBA - County Council holds hearing on local unit budgets

Early October: Local Income Tax (LIT) Distributions for 2023 announced by SBOA

October 12: FINAL Budget approved at the October library board meeting

October: County Auditor publishes proposed tax rates – Library **MUST** check this for accuracy and respond if incorrect.

November 1: Last day for Library Board to approve 2023 budgets

Comments about proposed 2023 BUDGETS

The Operating Fund will pay expenses for a newly reopened/expanded building for the first full calendar year

2023 Operating Fund annual income is likely to be **LOWER** than the 2022 and 2021 budgets.

- It is expected that the assessed value of the tax district will increase (which would initiate an increase in income) but it is also expected that the Local Income Tax received by the Library will continue its downward trend.

2023 Bond Fund income and expenses are expected to stay steady when compared to 2022.

2023 Rainy Funds will be appropriated for expenses to account for unknown expenses with the connection project.

And as is the usual practice, I recommend that initial advertising of Operating Fund and Bond Fund proposed budgets be higher than the final, library board approval budgets are likely to be.

Budgets can be reduced but not increased once they are advertised so these initial proposed budgets will allow for adjustments as the budget process moves forward.

Please join us as a sponsor for

The Grand Re-Opening and
Ribbon Cutting for the
West Lafayette
Public Library
Renovation and Addition

August 27, 2022

1:00-6:00 pm

West Lafayette Public Library
208 W Columbia St
West Lafayette Indiana



Hosted by the
West Lafayette Public
Library Foundation

The newly renovated West Lafayette Public Library is already drawing the community – your customers – to The Village. Please support the Foundation to meet the Library's future needs!

How can your business help?

A sponsorship of the Grand Re-Opening and Ribbon Cutting will help us defray expenses for this exciting celebration.

Benefits	Teal	Green	Peach
Full page ad in commemorative booklet*; listing on sponsor boards at event; your logo on Library's website	\$750		
½ page ad in commemorative booklet*; listing on sponsor boards at event; your logo on Library's website		\$375	
Business card size ad in commemorative booklet*; listing on sponsor boards at event; your logo on Library's website			\$100

*Booklet: 8.5"x11". Your color digital ad provided by you to us by July 1, 2022. Email to SHELLEYLDB@HOTMAIL.COM

What else is planned for the celebration?
Ribbon cutting, library tours, hands-on library activities, door prizes, live music, and food trucks on the new North Chauncey St Plaza.

The West Lafayette Public Library Foundation is a 501(c)(3) organization.

For more information, contact Library Director Nick Schenkel, 743-2261.