



West Lafayette Public Library Board of Trustees

Meeting Agenda for Wednesday, May 8, 2024 - 6:30 PM

208 West Columbia Street, West Lafayette, IN 47906 - Staff Meeting Room 225

Video conference link: <https://us02web.zoom.us/j/81771300774>

Phone: (309) 205-3325 - Meeting ID: 817 7130 0774

1. Quorum
2. Board minutes
3. Treasurer's report and claims
4. President's report
5. Library Report
6. Old business
 - a. [Library Space Planning](#)
7. New business
 - a. Rooftop solar panels
 - b. Department of Labor ruling - Jul 1, 2024
8. Topics for future action and discussion
9. Comments from the public
10. Adjourn

West Lafayette Public Library Board of Trustees
Meeting Minutes
May 8, 2024

1. Quorum

The meeting was called to order at 6:25 pm with the following in attendance:

Anastasia Krutulis, President

Martha Altschaeffl, Secretary

Mark Pugh, Treasurer

Shelley Lowenberg De-Boer, Member

John Meyers, Member

Marra Honeywell, West Lafayette Public Library

Scott Tracey, West Lafayette Public Library

2. Board minutes (see attached)

The minutes were approved with a motion by Martha Altschaeffl, Secretary, and seconded by Mark Pugh, Treasurer.

Aye votes:

Anastasia Krutulis, President

Martha Altschaeffl, Secretary

Mark Pugh, Treasurer

Shelley Lowenberg De-Boer, Member

John Meyers, Member

3. Treasurer's report and claims (see attached)

The claims from 4/11-4/29 were accepted with a motion from John Meyers, Member, and seconded by Mark Pugh, Treasurer.

The claims from 4/29-5/8 were accepted with a motion from John Meyers, Member, and seconded by Mark Pugh, Treasurer.

Marra Honeywell, West Lafayette Public Library reported that an early levy payment was received in advance of the June draw in the amount of \$226,210.59.

4. President's report (N/A)

5. Library Report (see attached)

6. Old business

a. Library Space Planning (see attached)

The Board discussed a donor recognition wall and options to name the building after E. Nicholas Schenkel, past director.

7. New business

a. Rooftop solar panels (see attached)

Cole Willis from Veregy presented a proposal to conduct a free-of-charge assessment of the feasibility of installing solar panels on the Library's roof.

The assessment was approved with a motion by John Meyers, Member, and seconded by Martha Altschaeffl, Secretary

Aye votes:

Anastasia Krutulis, President

Martha Altschaeffl, Secretary

Mark Pugh, Treasurer

Shelley Lowenberg De-Boer, Member

John Meyers, Member

b. Department of Labor ruling as of 07/01/2024 (see attached)

Marra Honeywell, West Lafayette Public Library reported changes to the minimum wage of non-exempt employees.

8. Topics for future action and discussion (N/A)

9. Comments from the public (N/A)

10. Adjourn

The meeting was adjourned at 8:00 pm

Martha C. Schaeffl

Register Of Claims
West Lafayette Public Library
Report Date: From 04/11/24 To 04/28/24

<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>
10696	219	Amazon Capital Services Inc	Operating	Cleaning & Sanitation Supplies	\$16.90	04/28/24	
			Operating	Office Supplies	\$20.68		
			Gift & Memorial Fund	Office Supplies	\$77.75		
			Operating	Books	\$6.79		
			Operating	Books	\$50.93		
			Gift & Memorial Fund	Program Supplies	\$93.09		
			Operating	Program Supplies	\$230.31		
			Operating	Audiobooks	\$14.95		
			Operating	Books	\$69.99		
			Operating	Books	\$39.99		
				Total this claim	<u>\$621.38</u>		
10697	220	Ashley Fletcher	Operating	Traveling Expense	\$156.10	04/28/24	Travel to ILF Conference in Ft Wayne (230 mi @.67/mi) and expenses.
			Operating	Professional Meetings	\$7.37		
0	216	Automated Payroll Service	Operating	Other Professional Services/Ban	\$92.47	04/19/24	Payroll of 4/1/24-4/14/24
				Total this claim	<u>\$92.47</u>		
10698	221	CenterPoint Energy	Operating	Gas service	\$67.00	04/28/24	for 3/6/24-4/4/24
0	248	Chase Bank	Operating	Other Professional Services/Ban	\$25.96	04/15/24	Account Analysis Settlement Charge
				Total this claim	<u>\$25.96</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
10699	222	Chase Cardmember Service	Operating	Program Supplies	\$10.65	04/28/24	for 3/17/24-4/16/24. \$73.93 are COTTAGE expenses
			Operating	Program Supplies	\$18.06		
			Operating	Program Supplies	\$114.56		
			Operating	Office Supplies	\$28.57		
			Operating	Program Supplies	\$115.89		
			Operating	Databases	\$432.15		
			Operating	Postage	\$251.34		
			Operating	Traveling Expense	\$45.28		
			Operating	Professional Meetings	\$566.11		
			Gift & Memorial Fund	Office Supplies	\$73.93		
			Operating	Office Supplies	\$84.53		
			Operating	Books	\$42.70		
			Operating	Periodicals and Newspapers	\$156.50		
				Total this claim	<u>\$1,940.27</u>		
10700	223	Duke Energy	Operating	Electricity	\$8,944.58	04/28/24	for 3/5/24-4/2/24
				Total this claim	<u>\$8,944.58</u>		
10701	224	Ike's Sewer Service	Operating	Repair & Maintenance Building	\$365.00	04/28/24	Reparis in men's restroom on two separate occasions
				Total this claim	<u>\$365.00</u>		
10702	225	Indiana American Water Co Inc	Gift & Memorial Fund	Water and Waste Disposal Servi	\$21.40	04/28/24	for 2/28/24-3/27/24 for Cottage
				Total this claim	<u>\$21.40</u>		
10703	226	Lafayette Materials Management	2019 Construction Fund	Repair & Maintenance Building	\$1,500.55	04/28/24	Installation of Roller Shades
				Total this claim	<u>\$1,500.55</u>		
10704	228	Metronet	Operating	Telephone and Internet	\$631.02	04/28/24	for 4/8-5/7/24
				Total this claim	<u>\$631.02</u>		
10705	227	Metronet	Gift & Memorial Fund	Telephone and Internet	\$172.10	04/28/24	for Cottage for 4/14-5/13/24
				Total this claim	<u>\$172.10</u>		
10706	229	MJV Group Inc	Operating	Repair & Maintenance Building	\$1,737.75	04/28/24	Janitor service for April 2024
				Total this claim	<u>\$1,737.75</u>		
10707	230	netPark Software LLC	Operating	Repair & Maintenance Garage	\$354.00	04/28/24	Monthly useage fee for parking garage system for April 2024
				Total this claim	<u>\$354.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	217	Payroll	Operating	Library Director	\$3,538.46	04/17/24	Payroll of 4/1/24-4/14/24
			Operating	Full-time Employees	\$10,141.26		
			Operating	Part-time Employees	\$9,917.54		
			Operating	Employer's Share-FICA & Medic	\$1,773.63		
			Operating	Unemployment Compensation	\$41.71		
				Total this claim	<u>\$25,412.60</u>		
10708	231	Playaway Products LLC	Gift & Memorial Fund	Audiobooks	\$166.22	04/28/24	Purchased with funding from Foundation
				Total this claim	<u>\$166.22</u>		
0	218	Public Employees Retirement Fu	Operating	Employers Contribution-PERF	\$1,532.14	04/19/24	Payroll of 4/1/24-4/14/24
			PERF	Salary and Wages	\$410.39		
				Total this claim	<u>\$1,942.53</u>		
10709	232	Ricoh USA (subscription)	Operating	Copier/Rental Equipment	\$371.05	04/28/24	Billing for copy allowance overages
				Total this claim	<u>\$371.05</u>		
10710	233	Unique Management	Operating	Other Professional Services/Ban	\$237.88	04/28/24	Notices for March 2024
				Total this claim	<u>\$237.88</u>		
10711	234	Verizon Wireless	Operating	Telephone and Internet	\$40.01	04/28/24	for 3/2/24-4/1/24
				Total this claim	<u>\$40.01</u>		
10712	235	West Lafayette Wastewater Trea	Operating	Water and Waste Disposal Servi	\$411.32	04/28/24	1/2/24-1-29-24
				Total this claim	<u>\$411.32</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$45,218.56

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

Thursday, May 2, 2024



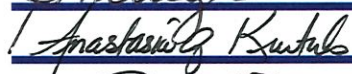


Fiscal Officer

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 May, 2024.

 
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SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for West Lafayette Public Library on 01/01/98.

Register Of Claims
West Lafayette Public Library

Report Date: From 04/29/24 To 05/08/24

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
10713	251	ADTEC Administrative and Tech	Operating	Other Professional Services/Ban	\$1,050.00	05/08/24	E-Rate Funding Year 2024 ECF
				Total this claim	\$1,050.00		Reimbursements Category 2 Phase 1&2
10714	252	Amazon Capital Services Inc	Operating	DVD	\$76.61	05/08/24	
				Total this claim	\$76.61		
0	238	Automated Payroll Service	Operating	Other Professional Services/Ban	\$248.47	05/03/24	Payroll of 4/15/24-4/28/24
				Total this claim	\$248.47		
10715	253	Bound to Stay Bound	Operating	Books	\$15.44	05/08/24	
				Total this claim	\$15.44		
10716	254	Carriage Paper Products	Operating	Office Supplies	\$94.95	05/08/24	
				Total this claim	\$94.95		
10717	255	Creative Solutions	Operating	Computers	\$180.00	05/08/24	Network card
				Total this claim	\$180.00		
10718	256	Devon Roddel	Operating	Traveling Expense	\$231.15	05/08/24	Travel to IAH: 150 miles. Travel to SIA: 195 miles. 345 total miles @.67/mile
				Total this claim	\$231.15		
10719	257	hoopla	Operating	Databases	\$1,792.45	05/08/24	Digital resources for April 2024
				Total this claim	\$1,792.45		
10720	250	Ingram Library Services	Operating	Books	\$2,111.17	05/08/24	
			Gift & Memorial Fund	Books	\$1,018.70		
			Operating	Books	\$28.17		
			Operating	Books	\$247.04		
			Operating	Books	\$1,044.30		
			Operating	Books	\$346.73		
				Total this claim	\$4,796.11		
10721	259	Kanopy Inc	Operating	Databases	\$132.30	05/08/24	Digital resources for April 2024
				Total this claim	\$132.30		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	258	Kingsley	2019 Construction Fund	Office Supplies	\$7,114.00	05/08/24	New Dropbox
				Total this claim	\$7,114.00		
10723	260	Light & Breuning Inc	Operating	Repair & Maintenance Garage	\$1,800.00	05/08/24	Quarterly Service agreement
				Total this claim	\$1,800.00		
10724	261	Midwest Tape LLC	Operating	DVD	\$256.90	05/08/24	
				Total this claim	\$256.90		
10725	262	Parker Technology LLC	Operating	Repair & Maintenance Garage	\$321.95	05/08/24	Call Center support for Garage Parking System
				Total this claim	\$321.95		
0	239	Payroll	Operating	Library Director	\$502.85	04/30/24	Payroll of 4/15/24-4/28/24 TAXES ONLY
			Operating	Full-time Employees	\$1,997.63		
			Operating	Part-time Employees	\$1,372.26		
			Operating	Employer's Share-FICA & Medic	\$1,681.15		
			Operating	Unemployment Compensation	\$39.92		
				Total this claim	\$5,593.81		
0	240	Payroll	Operating	Library Director	\$3,035.61	05/01/24	Payroll of 4/15/24-4/28/24 MINUS Taxes Paid on 4/30/24
			Operating	Full-time Employees	\$8,143.63		
			Operating	Part-time Employees	\$7,335.86		
			Operating	Employer's Share-FICA & Medic	\$0.00		
			Operating	Unemployment Compensation	\$0.00		
				Total this claim	\$18,515.10		
0	247	Principal Financial Group	Operating	Employer's Contribution Short-te	\$476.17	04/29/24	Short-term disability for full-time employees
				Total this claim	\$476.17		
0	263	Public Employees Retirement Fu	Operating	Employers Contribution-PERF	\$1,532.14	05/02/24	Payroll of 4/15/24-4/28/24
			PERF	Salary and Wages	\$410.39		
				Total this claim	\$1,942.53		
10726	264	Quill Corp	Operating	Office Supplies	\$385.96	05/08/24	
			Operating	Cleaning & Sanitation Supplies	\$59.99		
				Total this claim	\$445.95		
10727	265	Ricoh USA	Operating	Copier/Rental Equipment	\$194.52	05/08/24	for 5/9/24-6/8/24
				Total this claim	\$194.52		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
10728	266	T-Mobile	Operating	Telephone and Internet	\$324.41	05/08/24	Hotspots for for 3/21/24-4/20/24
Total this claim					\$324.41		
10729	267	Wintek Corp	Operating	Telephone and Internet	\$778.80	05/08/24	Equipment rental for June 2024 and monthly Fiber Agreement.
Total this claim					\$778.80		
10730	268	Wireless Networking Solutions I	Operating	Repair & Maintenance Building	\$110.00	05/08/24	Troubleshooting cameras--lost video
Total this claim					\$110.00		
10731	269	Zebra Landscape & Tree Care In	Operating	Cleaning & Sanitation Supplies	\$48.00	05/08/24	Landscape Maintenance 4/9 and 4/29/24
			Operating	Repair & Maintenance Building	\$157.50		
Total this claim					\$205.50		

Total Amount of Claims \$46,697.12

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

Thursday, May 2, 2024






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 May, 2024.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for West Lafayette Public Library on 01/01/98.

Appropriation Report for 100 Operating
West Lafayette Public Library

Report Date: From **04/01/24** To **04/30/24**

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
<i>1. Personal Services</i>							
1.11 Library Director	\$92,000.00	\$0.00	\$92,000.00	\$7,579.77	\$28,810.53	\$63,189.47	68.7
1.12 Full-time Employees	\$356,000.00	\$0.00	\$356,000.00	\$22,280.15	\$91,480.83	\$264,519.17	74.3
1.16 Part-time Employees	\$281,000.00	\$0.00	\$281,000.00	\$20,858.63	\$79,773.77	\$201,226.23	71.6
1.2 Employer's Contribution Short-term Disability	\$2,380.00	\$0.00	\$2,380.00	\$476.17	\$1,869.36	\$510.64	21.5
1.21 Employer's Share-FICA & Medicare	\$56,000.00	\$0.00	\$56,000.00	\$5,201.82	\$16,691.61	\$39,308.39	70.2
1.22 Unemployment Compensation	\$1,500.00	\$0.00	\$1,500.00	\$126.98	\$753.67	\$746.33	49.8
1.23 Employers Contribution-PERF	\$82,000.00	\$0.00	\$82,000.00	\$3,064.28	\$13,585.36	\$68,414.64	83.4
1.24 Employer's Contribution-Gp. Insurance	\$83,877.00	\$0.00	\$83,877.00	\$4,450.83	\$22,895.60	\$60,981.40	72.7
Subtotal	\$954,757.00		\$954,757.00	\$64,038.63	\$255,860.73	\$698,896.27	73.2
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$1,010.38	\$4,919.09	\$10,080.91	67.2
2.11 Program Supplies	\$7,000.00	\$0.00	\$7,000.00	\$609.16	\$1,703.29	\$5,296.71	75.7
2.21 Cleaning & Sanitation Supplies	\$6,240.00	\$0.00	\$6,240.00	\$273.20	\$1,115.51	\$5,124.49	82.1
Subtotal	\$28,240.00		\$28,240.00	\$1,892.74	\$7,737.89	\$20,502.11	72.6
<i>3. Other Services and Charge</i>							
3.13 Legal Services	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.0
3.14 Other Professional Services/Bank Fees	\$15,000.00	\$0.00	\$15,000.00	\$968.03	\$8,164.88	\$6,835.12	45.6
3.145 Databases	\$20,000.00	\$0.00	\$20,000.00	\$2,756.02	\$12,642.66	\$7,357.34	36.8
3.146 eBooks	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$2,500.00	\$1,000.00	28.6
3.21 Telephone and Internet	\$35,000.00	\$0.00	\$35,000.00	\$2,668.08	\$12,729.16	\$22,270.84	63.6
3.22 Postage	\$1,150.00	\$0.00	\$1,150.00	\$251.34	\$699.96	\$450.04	39.1

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.23 Traveling Expense	\$1,500.00	\$0.00	\$1,500.00	\$201.38	\$280.73	\$1,219.27	81.3
3.24 Professional Meetings	\$5,000.00	\$0.00	\$5,000.00	\$573.48	\$1,088.48	\$3,911.52	78.2
3.26 Program Costs	\$10,000.00	\$0.00	\$10,000.00	\$976.50	\$976.50	\$9,023.50	90.2
3.31 Advertising & Public Notices	\$1,000.00	\$0.00	\$1,000.00	\$22.00	\$252.10	\$747.90	74.8
3.41 Insurance: Official Bonds	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	100.0
3.42 Other Insurance: Property and Liability	\$30,000.00	\$0.00	\$30,000.00	\$1,989.00	\$8,129.66	\$21,870.34	72.9
3.51 Gas service	\$5,000.00	\$0.00	\$5,000.00	\$67.00	\$1,597.68	\$3,402.32	68.0
3.52 Electricity	\$110,000.00	\$0.00	\$110,000.00	\$8,944.58	\$38,859.58	\$71,140.42	64.7
3.54 Water and Waste Disposal Services	\$8,320.00	\$0.00	\$8,320.00	\$768.00	\$2,984.02	\$5,335.98	64.1
3.61 Repair & Maintenance Building	\$68,000.00	\$0.00	\$68,000.00	\$3,653.80	\$27,923.51	\$40,076.49	58.9
3.62 Fire Alarm	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$594.00	\$406.00	40.6
3.63 Repair & Maintenance Garage	\$25,000.00	\$0.00	\$25,000.00	\$2,475.95	\$5,570.28	\$19,429.72	77.7
3.72 Copier/Rental Equipment	\$4,100.00	\$0.00	\$4,100.00	\$760.09	\$1,285.91	\$2,814.09	68.6
3.9 Debt service/Leasing/Other	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	100.0
3.91 Dues and Membership	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$8,867.62	\$6,132.38	40.9
3.94 Transfer to LIRF	\$55,398.00	\$0.00	\$55,398.00	\$0.00	\$0.00	\$55,398.00	100.0
Subtotal	\$417,168.00		\$417,168.00	\$27,075.25	\$135,146.73	\$282,021.27	67.6
 <i>4. Capital Outlays</i>							
4.4 Computers	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
4.5 Books	\$66,000.00	\$0.00	\$66,000.00	\$2,401.19	\$10,407.05	\$55,592.95	84.2
4.6 Periodicals and Newspapers	\$4,835.00	\$0.00	\$4,835.00	\$156.50	\$352.50	\$4,482.50	92.7
4.74 DVD	\$8,500.00	\$0.00	\$8,500.00	\$84.61	\$985.86	\$7,514.14	88.4
4.75 Audiobooks	\$2,500.00	\$0.00	\$2,500.00	\$14.95	\$548.47	\$1,951.53	78.1
Subtotal	\$91,835.00		\$91,835.00	\$2,657.25	\$12,293.88	\$79,541.12	86.6

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
<i>Grand Total</i>	\$1,492,000.00	\$0.00	\$1,492,000.00	\$95,663.87	\$411,039.23	\$1,080,960.77	72.5

Approved by the State Board Of Accounts for West Lafayette Public Library on 01/01/98.

Financial Report
West Lafayette Public Library

Report Dates = 03/01/24 to 03/31/24

Fund		Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. General							
100	Operating	\$89,337.24	\$110,165.42	\$315,375.36	\$26,067.77	\$105,590.62	(\$120,447.50)
105	LIRF	\$4,736.71	\$0.00	\$0.00	\$0.00	\$0.00	\$4,736.71
110	Petty Cash	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00
190	Transfer Fund	\$0.00	\$0.00	\$3,493.55	\$0.00	\$3,493.55	\$0.00
Subtotal		\$94,148.95	\$110,165.42	\$318,868.91	\$26,067.77	\$109,084.17	(\$115,635.79)
2. Special Revenue							
200	Gift & Memorial Fund	\$165,663.13	\$3,077.68	\$14,770.57	\$12,792.10	\$17,020.75	\$167,913.31
202	Rainy Day	\$50,260.25	\$0.00	\$0.00	\$0.00	\$0.00	\$50,260.25
203	Levy Excess	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
226	Community Foundation	\$26,123.87	\$0.00	\$0.00	\$80.15	\$80.15	\$26,204.02
227	Anna Akley Gift Fund	\$69,772.02	\$0.00	\$3,506.08	\$0.00	\$5,000.00	\$71,265.94
Subtotal		\$311,819.27	\$3,077.68	\$18,276.65	\$12,872.25	\$22,100.90	\$315,643.52
3. Debt Service							
302	BONY Operating and Reserve AKA Debt Service Fund	\$136,736.87	\$0.00	\$0.00	\$1,297.81	\$4,475.56	\$141,212.43
303	Debt Service Fund (formerly Bond Fund)	\$433,520.13	\$0.00	\$439,215.63	\$0.00	\$210,000.00	\$204,304.50
305	2020 Audit Overage Amount Account	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal		\$570,257.00	\$0.00	\$439,215.63	\$1,297.81	\$214,475.56	\$345,516.93
4. Capital Projects							
401	2019 Construction Fund	\$202,739.57	\$6,896.00	\$8,038.85	\$0.00	\$0.00	\$194,700.72
402	2020 Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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		\$365,097.57	\$6,896.00	\$8,038.85	\$0.00	\$0.00	\$357,058.72
5. Clearing							
800	PLAC	\$867.19	\$0.00	\$0.00	\$0.00	\$0.00	\$867.19
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	\$823.93	\$2,818.11	\$823.93	\$2,818.11	\$0.00
809	FSA Health	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
810	Healthcare	\$0.00	\$824.00	\$2,659.28	\$824.00	\$2,659.28	\$0.00
Subtotal		\$867.19	\$1,647.93	\$5,477.39	\$1,647.93	\$5,477.39	\$867.19
Grand Total		\$1,342,189.98	\$121,787.03	\$789,877.43	\$41,885.76	\$351,138.02	\$903,450.57

Total all banks = \$903,450.57

Financial Report
West Lafayette Public Library

Report Dates = 04/01/24 to 04/30/24

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
1. General						
100 Operating	\$89,337.24	\$95,663.87	\$411,039.23	\$28,224.61	\$133,815.23	(\$187,886.76)
105 LIRF	\$4,736.71	\$0.00	\$0.00	\$0.00	\$0.00	\$4,736.71
110 Petty Cash	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00
190 Transfer Fund	\$0.00	\$0.00	\$3,493.55	\$0.00	\$3,493.55	\$0.00
Subtotal	\$94,148.95	\$95,663.87	\$414,532.78	\$28,224.61	\$137,308.78	(\$183,075.05)
2. Special Revenue						
200 Gift & Memorial Fund	\$165,663.13	\$2,641.90	\$17,412.47	\$1,897.96	\$18,918.71	\$167,169.37
202 Rainy Day	\$50,260.25	\$0.00	\$0.00	\$0.00	\$0.00	\$50,260.25
203 Levy Excess	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
226 Community Foundation	\$26,123.87	\$0.00	\$0.00	\$0.00	\$80.15	\$26,204.02
227 Anna Akley Gift Fund	\$69,772.02	\$0.00	\$3,506.08	\$0.00	\$5,000.00	\$71,265.94
Subtotal	\$311,819.27	\$2,641.90	\$20,918.55	\$1,897.96	\$23,998.86	\$314,899.58
3. Debt Service						
302 BONY Operating and Reserve AKA Debt Service Fund	\$136,736.87	\$0.00	\$0.00	\$1,388.04	\$5,863.60	\$142,600.47
303 Debt Service Fund (formerly Bond Fund)	\$433,520.13	\$0.00	\$439,215.63	\$0.00	\$210,000.00	\$204,304.50
305 2020 Audit Overage Amount Account	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$570,257.00	\$0.00	\$439,215.63	\$1,388.04	\$215,863.60	\$346,904.97
4. Capital Projects						
401 2019 Construction Fund	\$202,739.57	\$39,376.80	\$47,415.65	\$0.00	\$0.00	\$155,323.92
402 2020 Construction Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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	\$365,097.57	\$39,376.80	\$47,415.65	\$0.00	\$0.00	\$317,681.92
5. Clearing						
800 PLAC	\$867.19	\$0.00	\$0.00	\$0.00	\$0.00	\$867.19
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	\$820.78	\$3,638.89	\$820.78	\$3,638.89	\$0.00
809 FSA Health	\$0.00	\$824.00	\$824.00	\$0.00	\$0.00	(\$824.00)
810 Healthcare	\$0.00	\$0.00	\$2,659.28	\$824.00	\$3,483.28	\$824.00
Subtotal	\$867.19	\$1,644.78	\$7,122.17	\$1,644.78	\$7,122.17	\$867.19
Grand Total	\$1,342,189.98	\$139,327.35	\$929,204.78	\$33,155.39	\$384,293.41	\$797,278.61

Total all banks = \$797,278.61

Bank Balances

West Lafayette Public Library

Report as of: 4/30/2024

<i>Bank</i>		
1	First Merchants/Lafayette B & T (7920/7939)	\$145,231.73
2	Chase Bank	\$98,517.93
3	Bank of NY Mellon (OR)/2020 OR 550512	\$73,725.03
4	Bank of NY Mellon (SF)/2020 SF 550511	\$438.82
5	Community Foundation	\$16,520.02
6	Petty Cash (in the Library)	\$75.00
7	Chase Bank Savings Account	\$1,510.22
8	First Merchants Construction Account	\$207,912.60
9	Bank of NY Mellon 2019 Paying Agency/342634	\$0.00
11	Bank of NY Mellon 2020 Construct Fund/476345	\$253,347.26
<i>Total all banks =</i>		<i>\$797,278.61</i>

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

West Lafayette Public Library
Monthly Balanced Cash Flow - Operating Budget 2024

Receipts:	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	End of Year
Property Tax													\$0.00
Circuit Breaker TC													
Property Tax Shortfall													
Auto Excise, CVET, FIT													\$0.00
LIT	\$19,510.00	\$19,510.00	\$19,510.00	\$19,510.00									\$78,040.00
Misc Revenues	\$5,418.67	\$32,626.43	\$6,557.77	\$8,714.61									\$53,317.48
Grants/Gifts		\$2,457.75											\$2,457.75
Total Receipts	\$24,928.67	\$54,594.18	\$26,067.77	\$28,224.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$133,815.23

Disbursements:	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	End of Year	Percent of Expenses
Personnel Serv	\$66,882.80	\$64,985.24	\$59,954.06	\$64,038.63									\$255,860.73	62.25%
Supplies	\$958.12	\$2,957.27	\$1,929.76	\$1,892.74									\$7,737.89	1.88%
Other Services	\$31,280.95	\$35,969.87	\$40,820.66	\$27,075.25									\$135,146.73	32.88%
Capital Outlays	\$139.28	\$2,036.41	\$7,460.94	\$2,657.25									\$12,293.88	2.99%
Fund Transfers														
Total Disburse	\$99,261.15	\$105,948.79	\$110,165.42	\$95,663.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$411,039.23	
Net Cash Flow	-\$74,332.48	-\$51,354.61	-\$84,097.65	-\$67,439.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Beginning Cash	\$89,337.24	\$15,004.76	-\$36,349.85	-\$120,447.50	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	
Estimated Endi	\$15,004.76	-\$36,349.85	-\$120,447.50	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	-\$187,886.76	Cash Reserve (15 min/50 best) -140.41%

*Misc Revenues	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	YR TOTAL
Fines	\$96.00	\$172.00	\$181.00	\$339.99									\$788.99
Copies	\$446.14	\$372.20	\$213.00	\$635.37									\$1,666.71
Proctoring													\$0.00
Sale of Library B	\$15.00	\$36.00	\$9.00	\$15.00									\$75.00
Interest	\$13.68	\$8.72	\$7.35	\$4.26									\$34.01
Parking	\$4,388.40	\$5,218.60	\$4,997.02	\$6,880.12									\$21,484.14
Community Foundation		\$11,202.00											\$11,202.00
WLPL Foundation		\$15,377.51											\$15,377.51
Record Store Day													\$0.00
Book Cellar													\$0.00
Artist Commissions			\$331.50	\$87.00									\$418.50
Refunds to us/Vc	\$167.30	\$25.00		\$75.66									\$267.96
Miscellaneous	\$78.00	\$179.00	\$813.50	\$572.50									\$1,643.00
Donations	\$214.15	\$35.40	\$5.40	\$104.71									\$359.66
	\$5,418.67	\$32,626.43	\$6,557.77	\$8,714.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,317.48

RAINY DAY	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	End of Year
Start of Year Bal	\$50,260.25												
Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Disbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
End-of-Month T	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25	\$50,260.25

GIFT AND MEMORIAL	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	2024 TOTAL
Start of Year Bal	\$165,663.13												
Receipts	\$1,216.85	\$3,011.80	\$12,792.10	\$1,897.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,918.71
Disbursements	\$5,429.15	\$6,263.74	\$3,077.68	\$2,641.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,412.47
End-of-Month T	\$161,450.83	\$158,198.89	\$167,913.31	\$167,169.37	\$167,169.37	\$167,169.37	\$167,169.37	\$167,169.37	\$167,169.37	\$167,169.37	\$167,169.37	\$167,169.37	\$167,169.37

Foundation:
\$11,212.96

Parking Garage Proceeds 2024 Audit Report

SOY Balance

\$0.00

Report Date: From 04/01/24 *To* 04/30/24

Receipt #	Date	Description	Explanation	Amount	Memo
232	04/01/24	Parking Receipt	100/318-	\$189.27	
232	04/01/24	Parking Receipt	100/318-	\$183.07	
232	04/01/24	Parking Receipt	100/318-	\$248.27	
234	04/03/24	Parking Receipt	100/318-	\$245.28	
235	04/04/24	Parking Receipt	100/318-	\$270.36	
236	04/05/24	Parking Receipt	100/318-	\$274.77	
237	04/08/24	Parking Receipt	100/318-	\$262.55	
237	04/08/24	Parking Receipt	100/318-	\$242.67	
237	04/08/24	Parking Receipt	100/318-	\$208.97	
239	04/10/24	Parking Receipt	100/318-	\$262.56	
240	04/11/24	Parking Receipt	100/318-	\$295.48	
241	04/12/24	Parking Receipt	100/318-	\$208.18	
243	04/15/24	Parking Receipt	100/318-	\$164.04	
243	04/15/24	Parking Receipt	100/318-	\$206.65	
243	04/15/24	Parking Receipt	100/318-	\$495.20	
246	04/17/24	Parking Receipt	100/318-	\$220.99	
247	04/18/24	Parking Receipt	100/318-	\$273.52	
248	04/19/24	Parking Receipt	100/318-	\$201.93	
249	04/22/24	Parking Receipt	100/318-	\$312.04	
249	04/22/24	Parking Receipt	100/318-	\$255.33	
249	04/22/24	Parking Receipt	100/318-	\$238.32	
251	04/24/24	Parking Receipt	100/318-	\$300.75	
252	04/25/24	Parking Receipt	100/318-	\$298.31	
253	04/26/24	Parking Receipt	100/318-	\$254.32	
254	04/29/24	Parking Receipt	100/318-	\$204.27	
254	04/29/24	Parking Receipt	100/318-	\$289.57	

Parking Garage Proceeds 2024 Audit Report

SOY Balance

\$0.00

Report Date: From 04/01/24 To 04/30/24

254 04/29/24 Parking Receipt 100/318- \$273.45

Total For 100/318 \$6,880.12

Total Receipts : \$6,880.12

Voucher #	Date	Vendor	Explanation	Amount	Memo
243	04/02/24	Fullstream	100/3.14-Charges for credit card use in garage	\$124.33	
				Total For 100/3.14	\$124.33
205	04/10/24	Parker Technology LLC	100/3.63-Call Center support for Garage Parking System	\$321.95	
199	04/10/24	Light & Breuning Inc	100/3.63-Quarterly Service agreement	\$1,800.00	
				Total For 100/3.63	\$2,121.95
230	04/28/24	netPark Software LLC	100/3.63-Monthly useage fee for parking garage system for April 2024	\$354.00	
				Total For 100/3.63	\$354.00
				Total Expenses to Date:	\$2,600.28
				Gain/Loss This Project YTD:	\$13,309.33

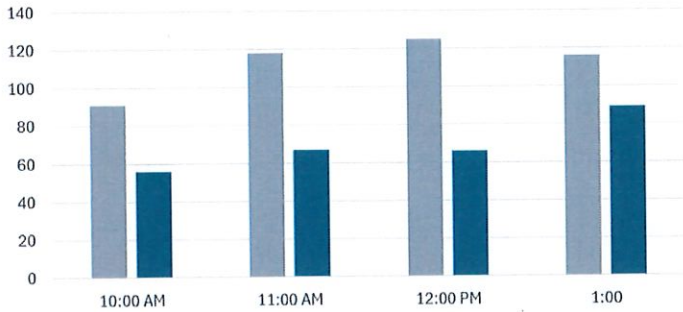


April 2024 Library Report

Submitted by:
Marra Honeywell, Director
Scott Tracey, Associate Director

Finals Week at Purdue impacts our traffic to the library as students look for a great place to study. Our space fills up in the mornings, and study rooms are in high demand.

Maximum Occupancy Each Hour

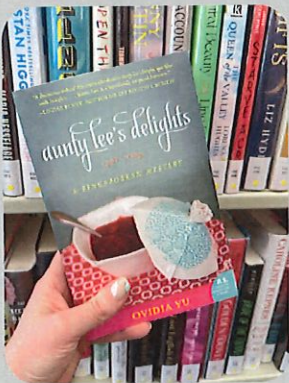


Study Room Reservations: 188



Volunteers from Alpha Phi Omega Service Fraternity and the IU School of Medicine spent a Saturday volunteering to clean, organize and better arrange the collection by changing out large sections of shelving.

1200 pairs of Solar Eclipse glasses were available for free to WLPL cardholders. We registered 43 cards the day of the eclipse.



The Big Read celebrates a community read with the selection of their latest title, Auntie Lee's Delights: A Singaporean Mystery by Ovidia Yu. This popular partnership between WLPL, TCPL, WALLA, Ivy Tech and the Purdue University Department of English provides high-quality community conversations and programs as well as almost 1500 free copies of the book.

Local art educator, Jong-un Choir shared creations in our Gallery from her students in "Joyful Journeys". These elementary and middle school students represented schools in WLCSC, TSC, and LSC



MONTHLY STATISTICS

17,293
Visits

16,598
Circulation

7,243
Digital Circulation

1,129
Meeting Room Use

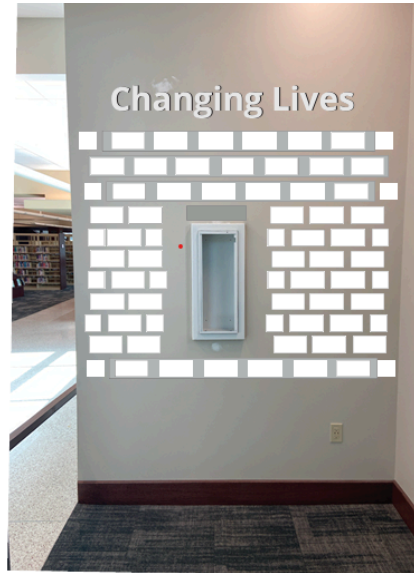
766
Program Attendance

Building Recognition

Donor Recognition Wall

Cost: approximately 5500

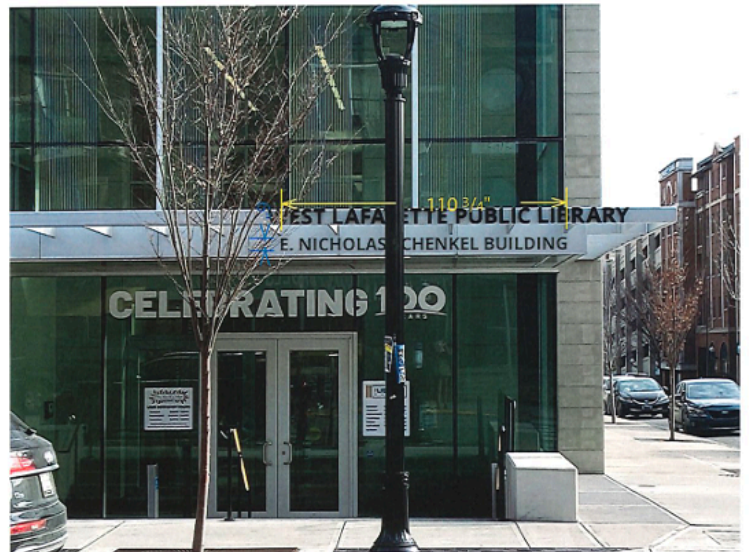
Location: Interior Northwestern entrance, in the carpeted space under the stairs



Building Naming

Cost: approximately 3000 per entrance

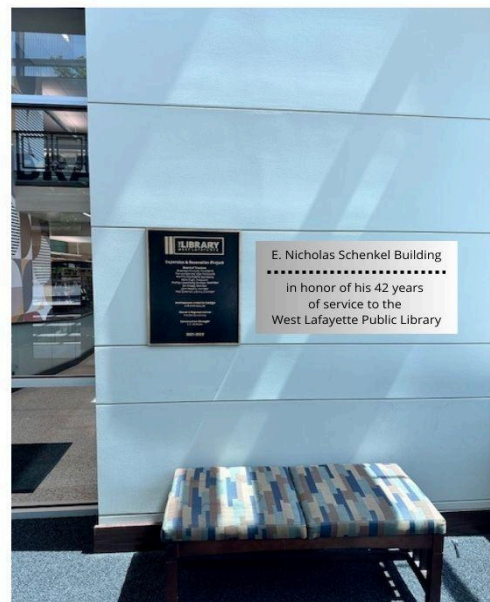
Location: Above the door on exterior entrances



Building Naming

Cost: approximately 1000

Location: Northwestern entrance, Interior entryway





News Release

BIDEN-HARRIS ADMINISTRATION FINALIZES RULE TO INCREASE COMPENSATION THRESHOLDS FOR OVERTIME ELIGIBILITY, EXPANDING PROTECTIONS FOR MILLIONS OF WORKERS

Rule ensures salaried workers making less than \$58,656 receive fair pay for long hours

WASHINGTON – The Biden-Harris administration today announced a final rule that expands overtime protections for millions of the nation’s lower-paid salaried workers by increasing the salary thresholds required to exempt a salaried bona fide executive, administrative or professional employee from federal overtime pay requirements.

Effective July 1, 2024, the salary threshold will increase to the equivalent of an annual salary of \$43,888 and increase to \$58,656 on Jan. 1, 2025. The July 1 increase updates the present annual salary threshold of \$35,568 based on the methodology used by the prior administration in the 2019 overtime rule update. On Jan. 1, 2025, the rule’s new methodology takes effect, resulting in the additional increase. In addition, the rule will adjust the threshold for highly compensated employees. Starting July 1, 2027, salary thresholds will update every three years, by applying up-to-date wage data to determine new salary levels.

“This rule will restore the promise to workers that if you work more than 40 hours in a week, you should be paid more for that time,” said Acting Secretary Julie Su. “Too often, lower-paid salaried workers are doing the same job as their hourly counterparts but are spending more time away from their families for no additional pay. That is unacceptable. The Biden-Harris administration is following through on our promise to raise the bar for workers who help lay the foundation for our economic prosperity.”

The department conducted extensive engagement with employers, workers, unions and other stakeholders before issuing its proposed rule in September 2023, and considered more than 33,000 comments in developing its final rule. The updated rule defines and delimits who is a bona fide executive, administrative and professional employee exempt from the Fair Labor Standards Act’s overtime protections.

“The Department of Labor is ensuring that lower-paid salaried workers receive their hard-earned pay or get much-deserved time back with their families,” said Wage and Hour Administrator Jessica Looman. “This rule establishes clear, predictable guidance for employers on how to pay employees for overtime hours and provides more economic security to the millions of people working long hours without overtime pay.”

Key provisions of the final rule include the following:

- Expanding overtime protections to lower-paid salaried workers.
- Giving more workers pay or valuable time back with their family: By better identifying which employees are executive, administrative or professional employees who should be overtime exempt, the final rule ensures that those employees who are not exempt receive time-and-a-half pay when working more than 40 hours in a week or gain more time with their families.
- Providing for regular updates to ensure predictability. The rule establishes regular updates to the salary thresholds every three years to reflect changes in earnings. This protects future erosion of overtime protections so that they do not become less effective over time.

The rule’s effective date is July 1, 2024. [Learn more about the department’s efforts to restore and extend overtime protections.](#)

Agency: Wage and Hour Division

Date: April 23, 2024

Release Number: 24-717-NAT

Media Contact: Jake Andrejat

Phone Number: [202-693-6139](tel:202-693-6139)

Email: Andrejat.Jacob.G@dol.gov

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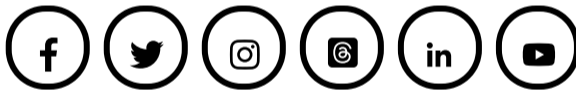
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