

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
January 08, 1995  
6:00pm  
Executive Session

FAX (317) 552-0955

CALL TO ORDER

CALL FOR QUORUM

## BUSINESS

- A. Purchase or Lease of Real Property (IC 5-14-1.5-6-(B) (2) (d))
  - 1. Elwood
  - 2. Frankton
  - 3. Summitville
- B. Personnel (IC 5-14-1.5-6-(b) (6))
  - 1. Emergency Closings
- C. Circulation Policy

REGULAR BUSINESS MEETING  
7:00pm

CALL TO ORDER

CALL FOR QUORUM

APPROVAL OF MINUTES

CLAIMS REGISTER AND CHECKS

## BUILDING REPORT

- 1. Report from Joel Blum
- 2. Frankton Update

OLD BUSINESS

NEW BUSINESS

- 1. Change in Appropriations/re-advertised
- 2. Henshaw Donation
- 3. Emergency Closings
- 4. Circulation Policy
- 5. February Board Meeting - Frankton

DIRECTOR'S REPORT

PUBLIC COMMENT

ADJOURN

Board of Finance  
Immediately Following Board Mtg.

Hearing - Appropriation  
Immediately Following Finance Mtg.

Summitville Community Library • Elwood Public Library • Frankton Community Library

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001

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BOARD OF TRUSTEES  
EXECUTIVE MEETING

January 8, 1996

CALL TO ORDER

President Linda Sizelove called an executive meeting to order at 6:00pm in the meeting room of the Elwood Public Library, January 8, 1996.

CALL FOR QUORUM

Present with Mrs. Sizelove were board members Beverly Austin, Brenda Carey, Jerry Kaiser, Sharan Pace and Barbara Abernathy. Pam Bohlander was absent. Also present were Director Kathi Wittkamper and Administrative Assistant Jan Helping.

## BUSINESS

- A. Purchase or Lease of Real Property (IC5-14-1.5-6-(B)(2)(d))
  - 1. Elwood - Chris McKomas, Inter-Design will be present at public meeting to give report.
  - 2. Frankton - Jerry Kaiser will report on the opening of the Frankton library on Sigler Street. Discussion was held on sign for the library.
- B. Personnel (IC 5-14-1.5-6-(b)(6))
  - 1. Early Closing - Pay  
Discussion was held about emergency closings and pay to employees when this happens.
  - 2. Temporary Employee - Director asked board to consider hiring Janet Blankenship to fill the hours needed for this position.
  - 3. Summitville - Discussion was brought up about an addition for Summitville and tabled to the next meeting.

ADJOURN

*Sharan Pace*  
*Jerry Kaiser*  
*Beverly Austin*

*Pamela Bohlander*  
Pamela Bohlander, Secretary

Ralph E. Hazelbaker Library • Elwood Public Library • Frankton Community Library

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BOARD OF TRUSTEES  
January 08, 1996  
Regular Meeting  
7:00pm

## CALL TO ORDER

President Linda Sizelove called a regular meeting of the Board of Trustees to order at 7:00pm on January 8, 1996 in the meeting room of the Elwood Library. Vice-President Beverly Austin was asked to conduct the meeting because Mrs. Sizelove was not feeling well.

## CALL FOR QUORUM

Present with President Sizelove were board members: Beverly Austin, Jerry Kaiser, Sharan Pace, Brenda Carey and Barbara Abernathy. Pam Bohlander was absent. Also present were Harold Etchison- Clerk-of-the-Works, Director Kathi Wittkamper, Admin. Assistant Jan Helping, Elwood Call-Leader reporter Ron Browning and Leasing Corp. members Don Hill and Mike Williams.

MINUTES were approved by a motion from Barbara Abernathy and seconded by Brenda Carey.

CLAIMS REGISTER WAS SIGNED BY MEMBERS AND CHECKS SIGNED BY TREASURER JERRY KAISER.

## BUILDING REPORT

1. ELWOOD - Chris McComas was present from Inter-Design to give a report on the project. He brought with him a change order to be signed. Board members authorized the change order in Dec.

Samples of different brick blends were presented by Mr. McComas for consideration but board members wanted to stay with their choice made in December. Mr. McComas said he thought the brick selected was a wonderful choice and assured members it would work out nicely with the trim, etc.

He asked for a copy of the contract between the contractor and the library and asked that the library see that it is recorded.

He also said there would be no request for payment to the contractor this month because the contractor failed to submit the required paperwork.

A bill was received by the library and presented to the board from the Bainbridge Bank Note Co., Inc. for the issue of bonds for \$1,431.30. It was noted that sales tax is included in the bill, therefore, Sharan Pace made a motion that the bill be allowed minus the sales tax. Barbara Abernathy seconded the motion and it passed.

2. FRANKTON - Jerry Kaiser reported that the Frankton Library opened at their new location - 111 E. Sigler Street, Frankton, Ind. today. He feels people from the community and employees are happy with the new look and location and there is shelf space for future growth. Sharan Pace said she visited the library and was pleased and impressed that they moved in three days. She also thanked Jerry Kaiser from the board and staff for all his hard work to help with the move. Director Wittkamper announced that the February meeting of the board would be in Frankton.

## OLD BUSINESS

## NEW BUSINESS

1. EMERGENCY CLOSINGS - After a discussion regarding the necessity to close the library for weather or other emergencies, board members felt the Director and Administrative Assistant should make that decision and that employees should be paid if the library closed.

2. DONATION - There has been a donation of \$200.00 made by Mr. Jared Carter representing the Henshaw Memorial Foundation. Director Wittkamper was directed to write an appropriate letter of thank-you and President Sizelove said the money would be used to purchase something for the new building.

3. Temporary Position - Kathi asked the board to consider hiring Janet Blankenship, at present a part-time employee, full-time to fill the necessary hours needed in Technical Services for retro-conversion. She feels the applicants for the temporary position were not qualified, Janet is qualified and already trained. In addition, we will need more help when the new building opens and this staffing change will be more cost effective. Barbara Abernathy made a motion to accept the recommendation to hire Janet Blankenship full-time. Sharan Pace seconded. Vote was four ayes, one abstain. Motion carried.

4. Circulation Policy - Kathi asked board members for changes in the circulation policy. President Sizelove asked that board members take the copies given them home to study for discussion next time. Kathi reported the Amnesty Period produced more than twenty items brought back in good condition. Linda asked to see the letter that is being sent to patrons for overdue items.

## DIRECTOR'S REPORT

Director Wittkamper told the board that the new 6 minute rule for being late was appreciated by the staff.

New equipment (a laminator and desk-top copier) has been ordered and since there was some concern about electrical power for them, Mr. Smith was called to assess the situation. Frankton Library will also receive a new computer - to be installed soon. Kathi has also spoken to Attorney Wilson to work on a disclaimer because of

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private material of the patrons being laminated.

She was asked to announce by the Anderson Public Library that author Joyce Carol Oats would be in their library March 17, 1995 for a book signing. The public is invited.

1995 Year-End Reports are available in Jan's office if the board would like to inspect them.

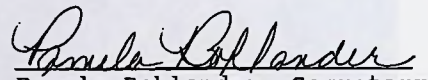
She was notified that 98 persons have used our library with their PLAC CARD. These people are from Marion, Muncie, Noblesville, Tipton and White River libraries.

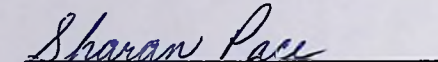
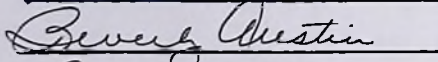
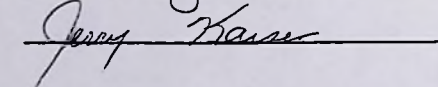
With the publication of the Elwood Pictorial Book, there is renewed interest in Genealogy. She would like the board's approval to move forward in that direction. Beverly Austin stated that the board supported this and that any suggestions by patrons for additional books should be considered.

## CLERK-OF-THE-WORKS

Harold Etchison handed to board members a daily report on construction of the new Elwood Library. The project meeting for 10AM Wednesday January 10, has been postponed. He feels when a problem tapping into the city sewer line has been solved, footings will be put in.

MEETING WAS ADJOURNED WITH A MOTION FROM SHARAN PACE, SECONDED BY BRENDA CAREY.

  
Pamela Bohlander, Secretary

## BOARD OF TRUSTEE Hearing for Additional Appropriation January 8, 1996

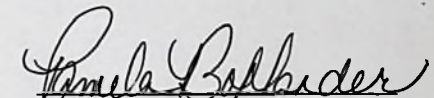
The Hearing was brought to order by Vice-President Beverly Austin. Other board members present were: Sharan Pace, Brenda Carey, Jerry Kaiser and Barbara Abernathy.

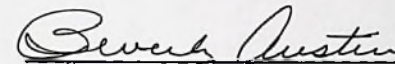
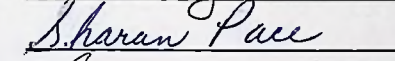
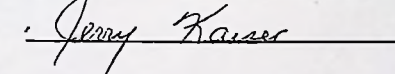
A resolution was adopted for an additional appropriation in the amount of \$30,000.00. The amount has been received by the library as a part of the construction bond - repaid to the Operating Fund for the cost of purchasing a portion of the land for the library to be constructed on at 1600 Main Street. RESOLUTION ATTACHED.

No comments or objections were heard from the public.

MOTION WAS MADE BY BRENDA CAREY TO ADOPT THE RESOLUTION, SECONDED BY SHARAN PACE AND VOTED ON UNANIMOUSLY.

Hearing was adjourned at 7:50pm

  
Pamela Bohlander, Secretary



## FACSIMILE TRANSMITTAL

DATE: 7 December, 1995  
 PROJECT: North Madison County Public Library System- Elwood Branch  
 IDG #950017  
 TO: Kathi Wiltkamper, Director  
 COMPANY: NMCPLS  
 FAX #: (317) 552-0955  
 FROM: Christopher S. McComas, NCARB  
 #PAGES: 4 (Including Cover)  
 MAILED ORIGINALS: Yes  No

Total Architectural Development

Kathi,

Please review the attached and give me a call.

Thanks,

Chris

cc: Joel Blum, IDG  
 950017

The InterDesign Group, Inc.  
 141 East Ohio Street  
 Indianapolis, Indiana 46204  
 317/263-9644  
 Fax 317/263-9644

7 December, 1995

Board of Trustees  
 North Madison County Public Library System  
 124 North 16th Street  
 Elwood, Indiana 46036-1598

RE: BUILDING BUDGET SUMMARY & BRICK SELECTION

Dear Trustees:

We would like to bring two issues before the Board for action to be taken. The first being, the total project funding and the second, the building brick selection.

In order to track the funding for the project in a concise manner, we have prepared the attached Building Budget Summary. This is a draft document of the total building project costs. We have tried to include all of the items that are to be funded from the bond issue. We have shown the expenses to date for the items we have information regarding. Your Bond Counsel and accounting staff will need to insert information regarding other the line items.

We have identified two additional project costs that were not noted in the bond issue. The first would be, additional money for technology implementation, and the second, the acceptance of the Alternate for exterior stone cladding. (This Alternate price will be held by the contractor until December 12, 1995.) We believe that both of these items should be included in the project.

Some of the proposed cost savings that we will be reviewing with you that we will need action taken on at the December Board meeting are the following: (Note: the "Proposed cost savings" are fixed dollar quotes from the contractor but the "Possible cost savings" are simply estimates)

- Retainage (money withheld for each monthly payment to the contractor to hold him to his contract obligations) reduction from the specified 10% throughout the project to 5% at 50% completion and 3% at Substantial Completion. (Your legal counsel has reviewed this option and feels that it would be appropriate.) This would reduce the construction cost by \$3,164.00
- The use of cast stone product in place of limestone for the Alternate stone cladding work would reduce the cost of stone cladding Alternate price from \$20,000 to \$17,027.
- Soft maple interior wood columns in lieu of hard maple as specified. The soft maple will finish nicer than the hard and the material is still a hard wood. This would save \$2,910.00.
- Site signage change from the specified painted letters to vinyl letters. This has become the signage industry standard and is very different from the old applied vinyls and would not effect the performance vs. paint. This would save \$1,775.00
- Sketch face wood end panels in lieu of rail and stile as shown in the documents. The end panels would have veneers laid-up in a rail & stile design but would not be three-dimensional. This would be a huge change in the appearance of these units. The rail and stile design is a custom product where the sketch face design is a standard product. The map stands and panels are specified with sketch face side panels. This item would result in a dramatic cost savings of \$18,000.00

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Total Architectural Development

- Standard entrance maties without a slab depression in place of a 2' slab depression unit. Both maties would have floor drains under them. The new maties would be the thickness of the entry floor tile and would be a roll-up type for maintenance. The revised slab area would not slope to the drain or have a reservoir for water to pond. This would result in a savings of \$1,820.00
- Additional savings could arise from deleting some minor library furniture and the use of a less costly face brick.

You can see, on the attached sheet, that the project is presently \$7,356.00 from balancing. We will continue to look for additional wise cost savings throughout the project. However at present we can not fund both the additional technology and the stone cladding Alternate in full.

We recommend going forward with the stone cladding as this is not an item that can be funded at a later date. The remaining moneys would be directed to Technology along with any other future savings.

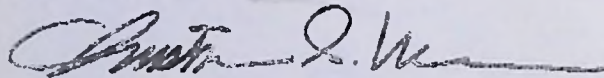
The next issue to resolve is the brick selection process that will effect the project budget. We propose the following schedule for selection:

- On December 11, 1995 brick color samples will be presented for Board direction on color only.
- On January 8, 1996 brick from 3-4 suppliers will be presented. These will represent the suppliers closest match the color selected on 12/11/95. Additionally, the cost for each unit will be tabulated for the Board to make a selection of the building brick.
- On February 12, 1996 a brick mock-up will be constructed on site for final field approval of the brick selection.

We look forward to reviewing these funding issues with you as well as preliminary brick selection on December 11, 1995.

If you have any questions prior to our meeting please feel free to call Joel or myself.

Sincerely  
THE INTERDESIGN GROUP, INC.



Christopher S. McComas, NCARB  
Project Architect

cc: Kaihi Witkamper, NMCPLS Director  
NMCPLS, Clerk of Works  
Joel Barr, Al Cox, CSM

**North Madison County Public Library System**  
Elwood Public Library  
Building Budget Summary 7 December 1995

Construction Costs	Budget Amount	Expense to date	Difference
<b>Construction</b>	\$2,118,000.00	\$0.00	\$2,118,000.00
Construction	\$30,137.00	\$30,137.00	\$0.00
Land	\$8,000.00	\$0.00	\$8,000.00
Tests & Surveys	\$25,000.00	\$0.00	\$25,000.00
Technology	\$10,000.00	\$0.00	\$10,000.00
Loose Equipment	\$155,000.00	\$14,000.00	\$141,000.00
Architect	\$7,000.00	\$0.00	\$7,000.00
Builders Risk Insurance	\$15,000.00	\$1,642.00	\$13,358.00
Design Contingency	\$18,207.00	\$0.00	\$18,207.00
General Contingency			
Sub Total	\$2,385,347.00	\$155,779.00	\$2,229,568.00
<b>Non-Construction Costs</b>			
Legal	\$15,000.00	\$0.00	\$15,000.00
Bond Counsel	\$12,000.00	\$0.00	\$12,000.00
Financial Advisor	\$12,000.00	\$0.00	\$12,000.00
Underwriters Discount	\$37,500.00	\$0.00	\$37,500.00
Rating & Trustee	\$2,000.00	\$0.00	\$2,000.00
Bond Printing	\$2,000.00	\$0.00	\$2,000.00
Official Statement Printing	\$2,000.00	\$0.00	\$2,000.00
Legal Advertising	\$1,000.00	\$0.00	\$1,000.00
Sub Total	\$83,500.00	\$0.00	\$83,500.00
<b>Interest</b>			
Interest During Construction	\$75,014.00	\$0.00	\$75,014.00
EAN Discount	\$1,000.00	\$0.00	\$1,000.00
EAN Interest	\$4,142.00	\$0.00	\$4,142.00
Sub Total	\$80,156.00	\$0.00	\$80,156.00
<b>Total Costs</b>	\$2,550,000.00	\$155,779.00	\$2,394,221.00
<b>Funding</b>			
Bond Issue	\$2,500,000.00	\$2,500,000.00	\$0.00
Anticipated Earnings	\$50,000.00	\$0.00	\$50,000.00
Total Project Funding	\$2,550,000.00	\$2,500,000.00	\$50,000.00
<b>Funding less Costs</b>	\$0.00	\$2,344,221.00	(\$2,344,221.00)
<b>Additional Costs</b>			
Technology	\$25,000.00	\$0.00	\$25,000.00
Stone Cladding Alternate	\$20,000.00	\$0.00	\$20,000.00
Sub Total	\$45,000.00	\$0.00	\$45,000.00
<b>Proposed Cost Savings</b>			
Retentionage reduction	(\$1,154.00)	\$0.00	(\$1,154.00)
Cost Stone	(\$2,973.00)	\$0.00	(\$2,973.00)
Soft Maple Columns	(\$3,912.00)	\$0.00	(\$3,912.00)
Elite Storage Vinyl Lockers	(\$1,775.00)	\$0.00	(\$1,775.00)
Sketch Face End Panels	(\$16,000.00)	\$0.00	(\$16,000.00)
Standard Entrance Mats	(\$1,820.00)	\$0.00	(\$1,820.00)
Sub Total	(\$30,644.00)	\$0.00	(\$30,644.00)
<b>Possible Cost Savings</b>			
Delete some library equip	(\$5,000.00)	\$0.00	(\$5,000.00)
Brick Allowance	(\$4,000.00)	\$0.00	(\$4,000.00)
Sub Total	(\$9,000.00)	\$0.00	(\$9,000.00)
<b>Total Costs &amp; Savings</b>	\$7,356.00	\$0.00	\$7,356.00
<b>Project Budget Total:</b>	\$7,356.00	\$2,344,221.00	(\$2,336,865.00)



Total Architectural Development

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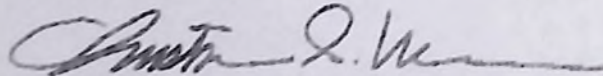
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If you have any questions prior to our meeting please feel free to call Joel or myself.

Sincerely,  
THE INTERDESIGN GROUP, INC



Christopher S. McCormac, NCARB  
Project Architect

cc: Keith Wilkings, NMACPLS Director  
NMACPLS, Clerk of Works  
Joel Burn, A. Cox, CSM

North Madison County Public Library System  
Elwood Public Library  
Building Budget Summary 7 December 1995

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Land	\$30,137.00	\$30,137.00	\$0.00
Tests & Surveys	\$8,000.00	\$0.00	\$8,000.00
Technology	\$25,000.00	\$0.00	\$25,000.00
Loose Equipment	\$10,000.00	\$0.00	\$10,000.00
Architect	\$155,000.00	\$154,000.00	\$1,000.00
Builders Risk Insurance	\$7,000.00	\$0.00	\$7,000.00
Design Contingency	\$15,000.00	\$1,642.00	\$13,358.00
General Contingency	\$18,207.00	\$0.00	\$18,207.00
<b>Sub Total</b>	<b>\$2,386,344.00</b>	<b>\$154,000.00</b>	<b>\$2,232,344.00</b>
<b>Non-Construction Costs</b>			
Legal	\$15,000.00	\$0.00	\$15,000.00
Bond Counsel	\$12,000.00	\$0.00	\$12,000.00
Financial Advisor	\$12,000.00	\$0.00	\$12,000.00
Underwriters Discount	\$37,500.00	\$0.00	\$37,500.00
Rating & Trustee	\$2,000.00	\$0.00	\$2,000.00
Bond Printing	\$2,000.00	\$0.00	\$2,000.00
Official Statement Printing	\$2,000.00	\$0.00	\$2,000.00
Legal Advertising	\$1,000.00	\$0.00	\$1,000.00
<b>Sub Total</b>	<b>\$97,500.00</b>	<b>\$0.00</b>	<b>\$97,500.00</b>
<b>Interest</b>			
Interest During Construction	\$75,014.00	\$0.00	\$75,014.00
BANK Discount	\$1,000.00	\$0.00	\$1,000.00
BANK Interest	\$4,142.00	\$0.00	\$4,142.00
<b>Sub Total</b>	<b>\$80,156.00</b>	<b>\$0.00</b>	<b>\$80,156.00</b>
<b>Total Costs</b>	<b>\$2,564,000.00</b>	<b>\$154,000.00</b>	<b>\$2,410,000.00</b>
<b>Funding</b>			
Bond Issue	\$2,500,000.00	\$2,500,000.00	\$0.00
Anticipated Earnings	\$50,000.00	\$0.00	\$50,000.00
<b>Total Project Funding</b>	<b>\$2,550,000.00</b>	<b>\$2,500,000.00</b>	<b>\$50,000.00</b>
<b>Funding less Costs</b>	<b>\$0.00</b>	<b>\$2,346,000.00</b>	<b>\$2,346,000.00</b>
<b>Additional Costs</b>			
Technology	\$25,000.00	\$0.00	\$25,000.00
Stone Cladding Alternative	\$20,000.00	\$0.00	\$20,000.00
<b>Sub Total</b>	<b>\$45,000.00</b>	<b>\$0.00</b>	<b>\$45,000.00</b>
<b>Proposed Cost Savings</b>			
Rebarage reduction	(\$1,150.00)	\$0.00	(\$1,150.00)
Cast Stone	(\$2,910.00)	\$0.00	(\$2,910.00)
Soft Maple Columns	(\$2,712.00)	\$0.00	(\$2,712.00)
Site Storage Vinyl Locks	(\$1,775.00)	\$0.00	(\$1,775.00)
Sketch Face End Panels	(\$15,000.00)	\$0.00	(\$15,000.00)
Stone and Expanse Mats	(\$1,820.00)	\$0.00	(\$1,820.00)
<b>Sub Total</b>	<b>(\$30,367.00)</b>	<b>\$0.00</b>	<b>(\$30,367.00)</b>
<b>Possible Cost Savings</b>			
Eliminate some library equip	(\$3,000.00)	\$0.00	(\$3,000.00)
Brick Allowance	(\$4,000.00)	\$0.00	(\$4,000.00)
<b>Sub Total</b>	<b>(\$7,000.00)</b>	<b>\$0.00</b>	<b>(\$7,000.00)</b>
<b>Total Costs &amp; Savings</b>	<b>\$2,436,633.00</b>	<b>\$154,000.00</b>	<b>\$2,282,633.00</b>
<b>Project Budget Total:</b>	<b>\$7,356.00</b>	<b>\$2,346,000.00</b>	<b>\$2,353,356.00</b>

FINANCIAL REPORT BY FUND  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 31 JAN 96

FUND #	DESCRIPTION	BEGINNING BALANCE	RECEIPTS THIS MONTH	RECEIPTS YEAR-TO-DATE	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	BALANCE
100	OPERATING	229539.46	37748.25	37748.25	133750.77	133750.77	133536.94
103	LEVY EXCESS FUND	4453.00	.00	.00	.00	.00	4453.00
105	OPERATING FUND INVESTMENT	30000.00	100000.00	100000.00	30000.00	30000.00	100000.00
107	PLAC	.00	20.00	20.00	.00	.00	20.00
110	LIRF INVESTMENT	.00	.00	.00	.00	.00	.00
115	LIRF	363.05	.00	.00	.00	.00	363.05
120	GIFT	5902.53	80.30	80.30	290.65	290.65	5692.18
121	SUMMITVILLE LIBRARY FUND	.00	.00	.00	.00	.00	.00
125	MEMORIAL	821.66	.00	.00	.00	.00	821.66
WITHHOLDINGS FROM PAYROLLS							
200.01	FEDERAL TAX	.00	.00	.00	.00	.00	.00
200.02	FICA	.00	.00	.00	.00	.00	.00
200.03	STATE TAX	.00	.00	.00	.00	.00	.00
200.04	COUNTY TAX	.00	.00	.00	.00	.00	.00
200.05	PERF	.00	.00	.00	-481.71	-481.71	481.71
200.06	CREDIT UNION	.00	.00	.00	.00	.00	.00
200.07	ANNUNITY	.00	.00	.00	.00	.00	.00
200.08	INSURANCE	.00	.00	.00	.00	.00	.00
-TOTAL ALL FUNDS-		271079.70	137848.55	137848.55	163559.71	163559.71	245368.54

FINANCIAL REPORT BY FUND  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 31 JAN 96

FUND #	DESCRIPTION	BEGINNING BALANCE	RECEIPTS THIS MONTH	RECEIPTS YEAR-TO-DATE	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	BALANCE
100	OPERATING	229539.46	37748.25	37748.25	133750.77	133750.77	133536.94
103	LEVY EXCESS FUND	4453.00	.00	.00	.00	.00	4453.00
105	OPERATING FUND INVESTMENT	30000.00	100000.00	100000.00	30000.00	30000.00	100000.00
107	PLAC	.00	20.00	20.00	.00	.00	20.00
110	LIRF INVESTMENT	.00	.00	.00	.00	.00	.00
115	LIRF	363.05	.00	.00	.00	.00	363.05
120	GIFT	5902.53	80.30	80.30	290.65	290.65	5692.18
121	SUMMITVILLE LIBRARY FUND	.00	.00	.00	.00	.00	.00
125	MEMORIAL	821.66	.00	.00	.00	.00	821.66
WITHHOLDINGS FROM PAYROLLS							
200.01	FEDERAL TAX	.00	.00	.00	.00	.00	.00
200.02	FICA	.00	.00	.00	.00	.00	.00
200.03	STATE TAX	.00	.00	.00	.00	.00	.00
200.04	COUNTY TAX	.00	.00	.00	.00	.00	.00
200.05	PERF	.00	.00	.00	-481.71	-481.71	481.71
200.06	CREDIT UNION	.00	.00	.00	.00	.00	.00
200.07	ANNUNITY	.00	.00	.00	.00	.00	.00
200.08	INSURANCE	.00	.00	.00	.00	.00	.00
-TOTAL ALL FUNDS-		271079.70	137848.55	137848.55	163559.71	163559.71	245368.54



APPROPRIATION REPORT  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----

31 JAN 96

OPERATING ACNT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE
445.1	ELWOOD	3000.00	.00	3000.00	.00	.00	3000.00
445.3	FRANKTON	1000.00	.00	1000.00	113.25	113.25	886.75
445.5	SUMMITVILLE	1000.00	.00	1000.00	.00	.00	1000.00
	-TOTAL-	538914.00	33900.00	572814.00	33750.77	33750.77	539063.23

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DATE RECEIVED	RECEIPT NUMBER	NAME	OFFICE/DEPARTMENT/FUND	AMOUNT OF RECEIPT	EXPLANATION
18 JAN 96	0026	TREAS.-MADISON COUNTY #522	312.3 OPERATING/COIT	5070.00	CO-OPTION TAX
19 JAN 96	0005	STAR FINANCIAL BANK	341.1 OPERATING/FINES	-10.00	DEPOSIT WFB/11-3-95(RET.PATR
19 JAN 96	0007	STAR FINANCIAL BANK	341.1 OPERATING/FINES	-36.10	CORRECTION
19 JAN 96	0008	STAR FINANCIAL BANK	341.1 OPERATING/FINES	-0.00	DUPL.POSTING - 10-31-95 #4
02 JAN 96	0012	JANET BLANKENSHIP RECT#507	341.1 OPERATING/FINES	15.10	FINES & FEES
04 JAN 96	0013	EMILY DAVIDSON RECT.#508	341.1 OPERATING/FINES	1.00	FINES & FEES
06 JAN 96	0015	EMILY DAVIDSON RECT#511	341.1 OPERATING/FINES	4.70	FINES & FEES
08 JAN 96	0016	SHARON FOUTS RECT#513	341.1 OPERATING/FINES	6.35	FINES & FEES
11 JAN 96	0019	EMILY DAVIDSON RECT#515	341.1 OPERATING/FINES	13.30	FINES & FEES
11 JAN 96	0020	SHARON FOUTS RECT.#516	341.1 OPERATING/FINES	0.10	FINES & FEES
12 JAN 96	0021	DAWN MOORE RECT.#517	341.1 OPERATING/FINES	2.40	FINES & FEES
15 JAN 96	0023	DAWN MOORE RECT.#519	341.1 OPERATING/FINES	5.00	FINES & FEES
17 JAN 96	0025	DAWN MOORE RECT.#521	341.1 OPERATING/FINES	5.00	FINES & FEES
18 JAN 96	0027	DAWN MOORE RECT.#523	341.1 OPERATING/FINES	2.80	FINES & FEES
18 JAN 96	0028	SHARON FOUTS RECT.#524	341.1 OPERATING/FINES	17.70	FINES & FEES
19 JAN 96	0029	EMILY DAVIDSON RECT.#525	341.1 OPERATING/FINES	2.30	FINES & FEES
22 JAN 96	0030	EMILY DAVIDSON RECT.#526	341.1 OPERATING/FINES	1.70	FINES & FEES
22 JAN 96	0031	EMILY DAVIDSON RECT.#527	341.1 OPERATING/FINES	.60	FINES & FEES
23 JAN 96	0032	DAWN MOORE RECT.#528	341.1 OPERATING/FINES	17.10	FINES & FEES
23 JAN 96	0033	HERSCHELL STUNKARD REC#529	341.1 OPERATING/FINES	7.50	FINES & FEES
23 JAN 96	0035	EMILY DAVIDSON RECT.#531	341.1 OPERATING/FINES	.70	FINES & FEES
23 JAN 96	0036	EMILY DAVIDSON RECT.#532	341.1 OPERATING/FINES	9.50	FINES & FEES
23 JAN 96	0039	EMILY DAVIDSON RECT.#533	341.1 OPERATING/FINES	8.70	FINES & FEES
25 JAN 96	0040	EMILY DAVIDSON RECT.#534	341.1 OPERATING/FINES	3.20	FINES & FEES
25 JAN 96	0044	CAROLYN LAMBERTSON RECT#538	341.1 OPERATING/FINES	33.00	FINES & FEES
25 JAN 96	0045	BARBARA MCADAMS RECT.#539	341.1 OPERATING/FINES	21.00	FINES & FEES
26 JAN 96	0046	DAWN MOORE RECT.#540	341.1 OPERATING/FINES	10.50	FINES & FEES
29 JAN 96	0047	EMILY DAVIDSON	341.1 OPERATING/FINES	21.70	ADJUST. TO DEPOSIT 10-27 & 1
29 JAN 96	0047	EMILY DAVIDSON	341.1 OPERATING/FINES	10.40	ADJUST. TO DEPOSIT 10-27 & 1
29 JAN 96	0048	DAWN MOORE RECT.#541	341.1 OPERATING/FINES	2.40	FINES & FEES
29 JAN 96	0049	EMILY DAVIDSON RECT.#542	341.1 OPERATING/FINES	2.30	FINES & FEES
30 JAN 96	0050	DAWN MOORE RECT.#543	341.1 OPERATING/FINES	14.30	FINES & FEES
31 JAN 96	0051	DAWN MOORE RECT.#544	341.1 OPERATING/FINES	13.00	FINES & FEES
19 JAN 96	0008	STAR FINANCIAL BANK	341.3 OPERATING/FAX MACHINE	-7.00	DUPL.POSTING - 10-31-95 #4
02 JAN 96	0012	JANET BLANKENSHIP RECT#507	341.3 OPERATING/FAX MACHINE	7.20	FINES & FEES
04 JAN 96	0013	EMILY DAVIDSON RECT.#508	341.3 OPERATING/FAX MACHINE	2.60	FINES & FEES
06 JAN 96	0015	EMILY DAVIDSON RECT#511	341.3 OPERATING/FAX MACHINE	3.60	FINES & FEES
11 JAN 96	0019	EMILY DAVIDSON RECT#515	341.3 OPERATING/FAX MACHINE	4.20	FINES & FEES
12 JAN 96	0021	DAWN MOORE RECT.#517	341.3 OPERATING/FAX MACHINE	4.40	FINES & FEES
15 JAN 96	0022	DAWN MOORE RECT.#518	341.3 OPERATING/FAX MACHINE	7.20	FINES & FEES
15 JAN 96	0023	DAWN MOORE RECT.#519	341.3 OPERATING/FAX MACHINE	1.00	FINES & FEES
16 JAN 96	0024	EMILY DAVIDSON RECT.#520	341.3 OPERATING/FAX MACHINE	5.40	FINES & FEES
17 JAN 96	0025	DAWN MOORE RECT.#521	341.3 OPERATING/FAX MACHINE	16.80	FINES & FEES
18 JAN 96	0027	DAWN MOORE RECT.#523	341.3 OPERATING/FAX MACHINE	3.80	FINES & FEES
19 JAN 96	0029	EMILY DAVIDSON RECT.#525	341.3 OPERATING/FAX MACHINE	13.70	FINES & FEES
22 JAN 96	0030	EMILY DAVIDSON RECT.#526	341.3 OPERATING/FAX MACHINE	11.60	FINES & FEES
22 JAN 96	0031	EMILY DAVIDSON RECT.#527	341.3 OPERATING/FAX MACHINE	6.00	FINES & FEES

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RECEIVED	RECEIPT NUMBER	NAME	OFFICE/DEPARTMENT/FUND	AMOUNT OF RECEIPT	EXPLANATION
23 JAN 96	0032	DAWN MOORE RECT.#528	341.3 OPERATING/FAX MACHINE	4.60	FINES & FEES
23 JAN 96	0033	HERSCHELL STUNKARD REC#529	341.3 OPERATING/FAX MACHINE	1.60	FINES & FEES
23 JAN 96	0035	EMILY DAVIDSON RECT.#531	341.3 OPERATING/FAX MACHINE	5.80	FINES & FEES
23 JAN 96	0036	EMILY DAVIDSON RECT.#532	341.3 OPERATING/FAX MACHINE	2.40	FINES & FEES
25 JAN 96	0039	EMILY DAVIDSON RECT.#533	341.3 OPERATING/FAX MACHINE	9.00	FINES & FEES
25 JAN 96	0043	EMILY DAVIDSON RECT.#537	341.3 OPERATING/FAX MACHINE	14.40	FINES & FEES
25 JAN 96	0044	CAROLYN LAMBERTSON RECT#538	341.3 OPERATING/FAX MACHINE	24.50	FINES & FEES
25 JAN 96	0045	BARBARA MCADAMS RECT.#539	341.3 OPERATING/FAX MACHINE	10.40	FINES & FEES
26 JAN 96	0046	DAWN MOORE RECT.#540	341.3 OPERATING/FAX MACHINE	7.00	FINES & FEES
29 JAN 96	0048	DAWN MOORE RECT.#541	341.3 OPERATING/FAX MACHINE	1.00	FINES & FEES
30 JAN 96	0050	DAWN MOORE RECT.#543	341.3 OPERATING/FAX MACHINE	7.00	FINES & FEES
31 JAN 96	0051	DAWN MOORE RECT.#544	341.3 OPERATING/FAX MACHINE	4.60	FINES & FEES
08 JAN 96	0017	SHARON FOUTS RECT.#513	341.6 OPERATING/LOST,DAMAGED OR SALE	11.82	BOOK SALE
25 JAN 96	0041	SHARON FOUTS RECT.#535	341.6 OPERATING/LOST,DAMAGED OR SALE	23.85	BOOK SALE
25 JAN 96	0045	BARBARA MCADAMS RECT.#539	341.6 OPERATING/LOST,DAMAGED OR SALE	8.95	FINES & FEES
26 JAN 96	0046	DAWN MOORE RECT.#540	341.6 OPERATING/LOST,DAMAGED OR SALE	15.15	FINES & FEES
12 JAN 96	0021	DAWN MOORE RECT.#517	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES
16 JAN 96	0024	EMILY DAVIDSON RECT.#520	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES
23 JAN 96	0033	HERSCHELL STUNKARD REC#529	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES
23 JAN 96	0036	EMILY DAVIDSON RECT.#532	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES
25 JAN 96	0043	EMILY DAVIDSON RECT.#537	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES
25 JAN 96	0044	CAROLYN LAMBERTSON RECT#538	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES
25 JAN 96	0006	STAR FINAN. RECT.#438	342.1 OPERATING/COPY MACHINE	.10	CORR.DEPOSIT
19 JAN 96	0008	STAR FINANCIAL BANK	342.1 OPERATING/COPY MACHINE	-5.60	DUPL.POSTING
02 JAN 96	0012	JANET BLANKENSHIP RECT#507	342.1 OPERATING/COPY MACHINE	17.50	FINES & FEES
04 JAN 96	0013	EMILY DAVIDSON RECT.#508	342.1 OPERATING/COPY MACHINE	39.70	FINES & FEES
04 JAN 96	0014	EMILY DAVIDSON RECT#510	342.1 OPERATING/COPY MACHINE	19.10	FINES & FEES
06 JAN 96	0015	EMILY DAVIDSON RECT#511	342.1 OPERATING/COPY MACHINE	22.80	FINES & FEES
11 JAN 96	0019	EMILY DAVIDSON RECT#515	342.1 OPERATING/COPY MACHINE	8.20	FINES & FEES
12 JAN 96	0021	DAWN MOORE RECT.#517	342.1 OPERATING/COPY MACHINE	1.10	FINES & FEES
15 JAN 96	0022	DAWN MOORE RECT.#518	342.1 OPERATING/COPY MACHINE	8.40	FINES & FEES
15 JAN 96	0023	DAWN MOORE RECT.#519	342.1 OPERATING/COPY MACHINE	.70	FINES & FEES
16 JAN 96	0024	EMILY DAVIDSON RECT.#520	342.1 OPERATING/COPY MACHINE	7.75	FINES & FEES
17 JAN 96	0025	DAWN MOORE RECT.#521	342.1 OPERATING/COPY MACHINE	4.50	FINES & FEES
18 JAN 96	0027	DAWN MOORE RECT.#523	342.1 OPERATING/COPY MACHINE	6.90	FINES & FEES
19 JAN 96	0029	EMILY DAVIDSON RECT.#525	342.1 OPERATING/COPY MACHINE	6.50	FINES & FEES
22 JAN 96	0030	EMILY DAVIDSON RECT.#526	342.1 OPERATING/COPY MACHINE	2.60	FINES & FEES
22 JAN 96	0031	EMILY DAVIDSON RECT.#527	342.1 OPERATING/COPY MACHINE	2.90	FINES & FEES
23 JAN 96	0032	DAWN MOORE RECT.#528	342.1 OPERATING/COPY MACHINE	12.80	FINES & FEES
23 JAN 96	0033	HERSCHELL STUNKARD REC#529	342.1 OPERATING/COPY MACHINE	22.40	FINES & FEES
23 JAN 96	0034	DAWN MOORE RECT#530	342.1 OPERATING/COPY MACHINE	17.30	FINES & FEES
23 JAN 96	0035	EMILY DAVIDSON RECT.#531	342.1 OPERATING/COPY MACHINE	15.30	FINES & FEES
23 JAN 96	0036	EMILY DAVIDSON RECT.#532	342.1 OPERATING/COPY MACHINE	4.30	FINES & FEES
25 JAN 96	0039	EMILY DAVIDSON RECT.#533	342.1 OPERATING/COPY MACHINE	13.70	FINES & FEES
25 JAN 96	0043	EMILY DAVIDSON RECT.#537	342.1 OPERATING/COPY MACHINE	7.50	FINES & FEES
25 JAN 96	0044	CAROLYN LAMBERTSON RECT#538	342.1 OPERATING/COPY MACHINE	37.55	FINES & FEES
25 JAN 96	0045	BARBARA MCADAMS RECT.#539	342.1 OPERATING/COPY MACHINE	23.40	FINES & FEES

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RECEIVED	RECEIPT NUMBER	NAME	OFFICE/DEPARTMENT/FUND	AMOUNT OF RECEIPT	EXPLANATION
26 JAN 96	0046	DAWN MOORE RECT.#540	342.1 OPERATING/COPY MACHINE	19.60	FINES & FEES
29 JAN 96	0048	DAWN MOORE RECT.#541	342.1 OPERATING/COPY MACHINE	6.70	FINES & FEES
29 JAN 96	0049	EMILY DAVIDSON RECT.#542	342.1 OPERATING/COPY MACHINE	4.30	FINES & FEES
30 JAN 96	0050	DAWN MOORE RECT.#543	342.1 OPERATING/COPY MACHINE	14.00	FINES & FEES
31 JAN 96	0051	DAWN MOORE RECT.#544	342.1 OPERATING/COPY MACHINE	7.80	FINES & FEES
04 JAN 96	0013	EMILY DAVIDSON RECT.#508	342.2 OPERATING/READER PRINTER COPIES	.80	FINES & FEES
16 JAN 96	0024	EMILY DAVIDSON RECT.#520	342.2 OPERATING/READER PRINTER COPIES	.20	FINES & FEES
17 JAN 96	0025	DAWN MOORE RECT.#521	342.2 OPERATING/READER PRINTER COPIES	1.20	FINES & FEES
23 JAN 96	0032	DAWN MOORE RECT.#528	342.2 OPERATING/READER PRINTER COPIES	1.20	FINES & FEES
25 JAN 96	0043	EMILY DAVIDSON RECT.#537	342.2 OPERATING/READER PRINTER COPIES	.80	FINES & FEES
26 JAN 96	0046	DAWN MOORE RECT.#540	342.2 OPERATING/READER PRINTER COPIES	1.40	FINES & FEES
31 JAN 96	0051	DAWN MOORE RECT.#544	342.2 OPERATING/READER PRINTER COPIES	3.20	FINES & FEES
12 JAN 96	0021	DAWN MOORE RECT.#517	360.1 OPERATING/INTER-LIBRARY LOAN	3.47	FINES & FEES
23 JAN 96	0033	HERSCHELL STUNKARD REC#529	360.1 OPERATING/INTER-LIBRARY LOAN	1.53	FINES & FEES
25 JAN 96	0044	CAROLYN LAMBERTSON RECT#538	360.1 OPERATING/INTER-LIBRARY LOAN	1.55	FINES & FEES
30 JAN 96	0050	DAWN MOORE RECT.#543	360.1 OPERATING/INTER-LIBRARY LOAN	2.00	FINES & FEES
23 JAN 96	0011	NATIONAL CITY BANK RECT#506	360.2 OPERATING/PROPERTY RENTAL	410.00	RENT - FRANKTON BLDG.
19 JAN 96	0002	HUNTINGTON BANK	361 OPERATING/INTEREST ON INVESTMEN	17.46	INTEREST 12-95
19 JAN 96	0003	COMMUNITY BANK - SUMMITVILLE	361 OPERATING/INTEREST ON INVESTMEN	17.80	INTEREST
19 JAN 96	0009	STAR FINANCIAL BANK	361 OPERATING/INTEREST ON INVESTMEN	233.82	INTEREST - APRIL,OCT.,NOV.
19 JAN 96	0009	STAR FINANCIAL BANK	361 OPERATING/INTEREST ON INVESTMEN	274.31	INTEREST - APRIL,OCT.,NOV.
19 JAN 96	0009	STAR FINANCIAL BANK	361 OPERATING/INTEREST ON INVESTMEN	178.20	INTEREST - APRIL,OCT.,NOV.
19 JAN 96	0009	STAR FINANCIAL BANK	361 OPERATING/INTEREST ON INVESTMEN	101.33	INTEREST - APRIL,OCT.,NOV.
12 JAN 96	0037	NATIONAL CITY BANK	361 OPERATING/INTEREST ON INVESTMEN	334.55	CD MATURED.
31 JAN 96	0052	SUMMITVILLE BANK	361 OPERATING/INTEREST ON INVESTMEN	-4.23	INTEREST - POSTED WRG.
11 JAN 96	0018	JARED CARTER RECT.#514	364.3 OPERATING/MEMORIALS	200.00	DONATION - HENSHAW MEMORIAL
12 JAN 96	0037	NATIONAL CITY BANK	392.9 OPERATING/TRANSFER FROM OTHER F	30000.00	CD MATURED.
23 JAN 96	0010	K.WITTKAMPER RECT.#505	399 OPERATING/OTHER	1.39	PERS. TELE.CALL
25 JAN 96	0042	BURNETTE-DELLINGER INS.	399 OPERATING/OTHER	161.95	INSURANCE PMT. FOR THEFT
23 JAN 96	0038	NATIONAL CITY BANK	392.1 OPERATING FUND INVESTMENT/TRANS	100000.00	TRANS.TO INVEST.FUND
12 JAN 96	0021	DAWN MOORE RECT.#517	341.5 PLAC/PLAC	20.00	FINES & FEES
19 JAN 96	0004	COMMUNITY BANK - SUMMITVILLE	364.1 GIFT/DONATIONS	80.30	DEPOSIT NOT POSTED -4-6-95
19 JAN 96	0001	SUMMITVILLE BANK	361 SUMMITVILLE LIBRARY FUND/INTERE	-4.23	CORRECT DUPL.INT.-3-95
31 JAN 96	0052	SUMMITVILLE BANK	361 SUMMITVILLE LIBRARY FUND/INTERE	4.23	INTEREST - POSTED WRG.

--TOTAL AMOUNT OF RECEIPTS--

137848.55

ACCOUNT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
PAYROLL	00044	PAYROLL	10026.59	10-JAN-96	CHECKS 003691-003709
XXXX	00065	KMART	.00	31-JAN-96	CORRECT ACCOUNT - VOUCHER #0
XXXX	00067	COMMUNITY BANK OF SUMMITVILLE	98.66	31-JAN-96	CHECK PRINTING CHARGE
XXXX	00066	COMMUNITY BANK OF SUMMITVILLE	-98.66	31-JAN-96	CORR.VOUCHER#00062
XXXX	00066	HUNTINGTON NATIONAL BANK OF	8.00	29-JAN-96	CORR-SERV.CHG.12-93/RAILROAD
PAYROLL	00046	PAYROLL DEDUCTIONS	-4748.94	29-JAN-96	CHECKS 003691-003709
XXXX	00063	NATIONAL CITY BANK	30000.00	24-JAN-96	TRANSF.BACK TO OPER.FUND
XX	00062	COMMUNITY BANK OF SUMMITVILLE	98.66	24-JAN-96	CHECKS PRINTED 3-95
XXX	00061	SUMMITVILLE BANK	197.92	24-JAN-96	TRANSF.TO GIFT & COMMUNITY B
XX	00060	COMMUNITY BANK OF SUMMITVILLE	-197.92	24-JAN-96	NRG.BK.#USED ON VOUCHER #948
PAYROLL	00064	PAYROLL DEDUCTIONS	-4759.73	24-JAN-96	CHECKS 003710-003728
PAYROLL	00063	PAYROLL	9962.92	24-JAN-96	CHECKS 003710-003728
1015	00062	MADISON-BEANT HIGH SCHOOL	192.00	24-JAN-96	COMPUTER CLASSES - 3/SUMM.LI
015219	00064	POSTMASTER - SUMMITVILLE	-24.00	24-JAN-96	VOID CK.-FOUND LOST CHECK
015213	00001	ANDERSON NEWSPAPERS INC.	375.49	08-JAN-96	FRANK.,SUMM.SUBSC.-CLASS. AD
015214	00002	AMERITECH	201.31	08-JAN-96	TELEPHONE - ELWOOD
015215	00003	ARBE TERMITE & PEST CONTROL	19.00	08-JAN-96	PEST CONTROL
015216	00004	AT&T	37.73	08-JAN-96	TELEPHONE - ELWOOD, SUMMITVI
015217	00006	AT&T	5.95	08-JAN-96	TELEPHONE - FRANKTON
015218	00006	BAKER & TAYLOR BOOKS	727.83	08-JAN-96	BOOKS - ELWOOD, FRANK., SUMM
015219	00007	CHRONICLE TRIBUNE	117.00	08-JAN-96	SUBSCR. - SUMMITVILLE
015220	00008	CITY WATER & SEWAGE DEPT.	22.26	08-JAN-96	WATER- ELWOOD
015221	00009	COMMEMORATIVE PUBLICATIONS	41.95	08-JAN-96	BOOKS - ELWOOD
015222	00010	CONGRESSIONAL QUARTERLY INC.	23.96	08-JAN-96	BOOK - ELWOOD
015223	00011	ELWOOD PUBLISHING COMPANY IN	7.26	08-JAN-96	LEGAL NOTICE
015224	00012	GTE NORTH INDIANA OPERATIONS	60.94	08-JAN-96	TELE. - FRANKTON
015225	00013	INFORMATION/REFERENCE GROUP	252.76	08-JAN-96	BOOKS
015226	00014	SEYFORD BROS.	74.05	08-JAN-96	SUPPLIES
015227	00015	INDIANA LIBRARY FEDERATION	431.13	08-JAN-96	TRUSTEE MEMBERSHIP
015228	00016	INGRAM DISTRIBUTION GROUP IN	320.48	08-JAN-96	BOOKS - SUMMITVILLE
015229	00017	JANE A. BECKLEY	2000.00	08-JAN-96	LEASE PNT. - FEBRUARY
015230	00018	INDIANA GAS COMPANY	92.41	08-JAN-96	GAS - FRANKTON
015231	00019	INDIANA MICHIGAN POWER COMPA	575.40	08-JAN-96	ELEC. - ELWOOD, SUMMITVILLE
015232	00020	KMART	17.99	08-JAN-96	EQUIP.
015233	00021	LIBRARY STORE INC., THE	280.40	08-JAN-96	BOOK PROC. SUPPLIES
015234	00022	MARVIN SAUBERT	55.00	08-JAN-96	SHOW REMOVAL
015235	00023	MR. FAX	79.34	08-JAN-96	FAX PAPER
015236	00024	NICHIE	56.89	08-JAN-96	BOOKS - ELWOOD
015237	00025	MIDWEST EXCHANGE	113.25	08-JAN-96	VIDEOS - FRANKTON
015238	00026	PITNEY BOWES	62.25	08-JAN-96	POSTAGE METER RENTAL
015239	00027	POSTMASTER - FRANKTON	8.00	08-JAN-96	POST OFFICE BOX RENT
015240	00028	REYCO D.S., INC.	46.89	08-JAN-96	SUPPLIES
015241	00029	ROYAL FLUSH, INC.	55.00	08-JAN-96	CLEAN LAVATORY DRAIN
015242	00030	SUMMITVILLE CITY SEWAGE SYST	15.60	08-JAN-96	SEWAGE - SUMMITVILLE
015243	00031	UNITOG RENTAL SERVICES	49.60	08-JAN-96	CLEANING SUPPLIES
015244	00032	STAR FINANCIAL BANK	2619.37	10-JAN-96	FICA & FED. TAX - P/R 1-10-9
015245	00033	MADISON COUNTY SCHOOL EMPLOY	1936.23	10-JAN-96	CREDIT UNION DEDUCTIONS -P/R
015246	00034	INDIANA DEFERRED COMPENSATIO	273.00	10-JAN-96	P/R DEDUCTIONS - 1-10-86

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
015247	00035	POSTMASTER	92.00	10-JAN-96	STAMPS, FRANKTON, SUMMITVILLE
015248	00036	JERRY KAISER	92.00	10-JAN-96	RELEASE
015249	00037	RAMSAY BUSINESS PRODUCTS	222.07	10-JAN-96	OFFICE SUPPLIES
015250	00038	PDR	64.96	10-JAN-96	MEDICAL BOOKS - ELWOOD
015251	00039	AUDIO VISUAL COMMUNICATIONS	196.00	10-JAN-96	SERV. AGREES. - FEB.
015252	00040	AMERICAN BUSINESS DIRECTORIE	256.30	10-JAN-96	BOOK - ELWOOD
015253	00041	T. EDWIN SMITH, INC.	35.00	10-JAN-96	ELECTRICAL CHECK - ELWOOD
015255	00042	HAROLD ETCHISON	4000.00	10-JAN-96	NOV. & DEC. SALARY - CLERK-3
015256	00043	NATIONAL CITY BANK	100000.00	12-JAN-96	INVESTMENT - CD
015258	00047	DIANA L. SHEPARD	45.09	24-JAN-96	PETTY CASH REIMBURSEMENT
015259	00048	DOVER PUBLICATINS, INC.	30.70	24-JAN-96	CHILDREN'S BOOKS
015260	00049	INDIANA-AMERICAN WATER CO.,	19.08	24-JAN-96	WATER - SUMMITVILLE
015261	00050	INDIANA GAS COMPANY	495.78	24-JAN-96	GAS - ELWOOD
015262	00051	INDIANA MICHIGAN POWER COMPA	362.17	24-JAN-96	ELEC. - SUMMITVILLE
015263	00055	STAR FINANCIAL BANK	2626.96	24-JAN-96	FED. & FICA TAXES - P/R 1-24
015264	00056	INDIANA DEPARTMENT OF REVENUE	786.85	24-JAN-96	STATE & COUNTY TAXES - P/R 1
015265	00057	MADISON COUNTY SCHOOL EMPLOY	1936.49	24-JAN-96	CREDIT UNION DEDUCTIONS -1-2
015266	00058	INDIANA DEFERRED COMPENSATIO	273.00	24-JAN-96	ANNUITY DEDUCTIONS - P/R 1-2
015267	00059	CITY OF ELWOOD NON-REVERTING	223.25	24-JAN-96	HEALTH INS. PREM. - P/R 1-24-
015269	00046	AMERITECH	91.81	24-JAN-96	TELEPHONE - SUMMITVILLE

--TOTAL AMOUNT OF CLAIMS-- 163559.71

MONTHLY RECEIPT SUMMARY BY INDIVIDUAL RECEIPT CATEGORIES  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 31 JAN 96

OPERATING DESCRIPTION	THIS MONTH	YTD
312.3 COIT	5070.00	5070.00
341.1 FINES	205.95	205.95
341.3 FAX MACHINE	172.80	172.80
341.6 LOST,DAMAGED OR SALE OF BO	59.77	59.77
341.8 LOST CARD FEE	6.00	6.00
342.1 COPY MACHINE	349.80	349.80
342.2 READER PRINTER COPIES	8.80	8.80
360.1 INTER-LIBRARY LOAN	8.55	8.55
360.2 PROPERTY RENTAL	410.00	410.00
361 INTEREST ON INVESTMENT	1153.24	1153.24
364.3 MEMORIALS	200.00	200.00
392.9 TRANSFER FROM OTHER FUNDS	30000.00	30000.00
399 OTHER	103.34	103.34
-TOTAL-	37748.25	37748.25

{-----CASH BALANCES-----}

DATE {31 JAN 96}

A1 {STAR FINANCIAL BANK	} B1 {	128332.30}
A2 {SUMMITVILLE BANK & TRUST	} B2 {	.00}
A3 {LIRF - INVESTMENT	} B3 {	.00}
A4 {OPERATING - INVESTMENT	} B4 {	.00}
A5 {HUNTINGTON BANK	} B5 {	6548.64}
A6 {COMMUNITY BANK - SUMMITVILLE	} B6 {	10487.60}
A7 {NATIONAL CITY BANK - FRANKTON	} B7 {	100000.00}
A8 {	} B8 {	.00}
A9 {	} B9 {	.00}
TOTAL	B10{	245368.54}

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
MONTHLY CIRCULATION REPORT

	DEC. 1995	DEC 1994	PERCENT CHANGE	YTD
<b>ELWOOD</b>				
ADULT	2430	3273	-26%	35231
JUVENILE	1862	1948	-4%	26446
PERIODICAL	328	416	-21%	5051
AUDIO	116	148	-22%	2350
VIDEO	1282	2123	-40%	23150
<b>TOTAL</b>	<b>6018</b>	<b>7908</b>	<b>-24%</b>	<b>92228</b>
<b>FRANKTON</b>				
ADULT	NOT AVAILABLE			
JUVENILE	NOT AVAILABLE			
PERIODICAL	NOT AVAILABLE			
AUDIO	NOT AVAILABLE			
VIDEO	NOT AVAILABLE			
<b>TOTAL</b>	NOT AVAILABLE			
<b>HAZELBAKER</b>				
ADULT	527	548	-4%	7346
JUVENILE	287	368	-22%	5534
PERIODICAL	87	78	10%	1293
AUDIO	0	0	0	55
VIDEO	442	357	24%	5066
<b>TOTAL</b>	<b>1343</b>	<b>1351</b>	<b>1%</b>	<b>19294</b>
<b>SYSTEM TOTAL</b>				
ADULT	NOT AVAILABLE			
JUVENILE	NOT AVAILABLE			
PERIODICAL	NOT AVAILABLE			
AUDIO	NOT AVAILABLE			
VIDEO	NOT AVAILABLE			
<b>TOTAL</b>	NOT AVAILABLE			

IN-HOUSE REFERENCE (ELWOOD ADULT ONLY) 281  
 TELEPHONE REFERENCE (ELWOOD ADULT ONLY) 543  
 DATABASE SEARCHES (ELWOOD ADULT ONLY) 7  
 PATRON ASSISTANCE (ELWOOD ADULT ONLY) 191  
 DURING THIS MONTH THE LIBRARY SYSTEM PRESENTED 14 PROGRAMS  
 ATTENDED BY 113 PERSONS

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
015213	00001	ANDERSON NEWSPAPERS INC.	375.49	08-JAN-96	FRANK., SUMM. SUBSC.-CLASS. AD
015214	00002	AMERITECH	201.31	08-JAN-96	TELEPHONE - ELWOOD
015215	00003	ARAB TERHITE & PEST CONTROL	18.00	08-JAN-96	PEST CONTROL
015216	00004	AT&T	37.73	08-JAN-96	TELEPHONE - ELWOOD, SUMMITVI
015217	00005	AT&T	5.95	08-JAN-96	TELEPHONE - FRANKTON
015218	00006	BAKER & TAYLOR BOOKS	727.83	08-JAN-96	BOOKS - ELWOOD, FRANK., SUMH
015219	00007	CHRONICLE TRIBUNE	117.00	08-JAN-96	SUBSCR. - SUMMITVILLE
015220	00008	CITY WATER & SEWAGE DEPT.	22.26	08-JAN-96	WATER - ELWOOD
015221	00009	COMMEMORATIVE PUBLICATIONS	41.95	08-JAN-96	BOOKS - ELWOOD
015222	00010	CONGRESSIONAL QUARTERLY INC.	23.96	08-JAN-96	BOOK - ELWOOD
015223	00011	ELWOOD PUBLISHING COMPANY IN	7.26	08-JAN-96	LEGAL NOTICE
015224	00012	GTE NORTH INDIANA OPERATIONS	60.94	08-JAN-96	TELE. - FRANKTON
015225	00013	INFORMATION/REFERENCE GROUP	252.76	08-JAN-96	BOOKS
015226	00014	GAYLORD BROS.	74.05	08-JAN-96	SUPPLIES
015227	00015	INDIANA LIBRARY FEDERATION	431.13	08-JAN-96	TRUSTEE MEMBERSHIP
015228	00016	INGRAM DISTRIBUTION GROUP IN	320.48	08-JAN-96	BOOKS - SUMMITVILLE
015229	00017	JANE A. BECKLEY	2000.00	08-JAN-96	LEASE PHT. - FEBRUARY
015230	00018	INDIANA GAS COMPANY	92.41	08-JAN-96	GAS - FRANKTON
015231	00019	INDIANA MICHIGAN POWER COMPA	575.40	08-JAN-96	ELEC. - ELWOOD, SUMMITVILLE
015232	00020	KHART	17.99	08-JAN-96	EQUIP.
015233	00021	LIBRARY STORE INC., THE	280.40	08-JAN-96	BOOK PROC. SUPPLIES
015234	00022	MARVIN SAUBERT	55.00	08-JAN-96	SNOW REMOVAL
015235	00023	MR. FAX	79.34	08-JAN-96	FAX PAPER
015236	00024	MICHIE	56.89	08-JAN-96	BOOKS - ELWOOD
015237	00025	MIDWEST EXCHANGE	113.25	08-JAN-96	VIDEOS - FRANKTON
015238	00026	PITNEY BOWES	62.25	08-JAN-96	POSTAGE METER RENTAL
015239	00027	POSTMASTER - FRANKTON	8.00	08-JAN-96	POST OFFICE BOX RENT
015240	00028	REVCO D.S., INC.	46.89	08-JAN-96	SUPPLIES
015241	00029	ROYAL FLUSH, INC.	55.00	08-JAN-96	CLEAN LAVATORY DRAIN
015242	00030	SUMMITVILLE CITY SEWAGE SYST	15.60	08-JAN-96	SEWAGE - SUMMITVILLE
015243	00031	UNITOG RENTAL SERVICES	49.60	08-JAN-96	CLEANING SUPPLIES
--TOTAL AMOUNT OF CLAIMS--			6226.12		

ALLOWANCE OF CLAIMS

WE HAVE EXAMINED THE CLAIMS LISTED ON THE FOREGOING REGISTER OF CLAIMS, CONSISTING OF 1 PAGES, AND EXCEPT FOR CLAIMS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH CLAIMS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF 6226.12. DATED 08-JAN-96.

Jerry Taylor

Barbara Abernathy

Brenda J. Casey

Sharon Pace

Beverly J. Austin

Linda L. Jones

\_\_\_\_\_

\_\_\_\_\_

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-6001

FAX (317) 552-0956

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
February 12, 1996  
ELWOOD LIBRARY MEETING ROOM  
6:15 PM  
Executive Session

CALL TO ORDER

CALL FOR QUORUM

## BUSINESS

- A. Purchase or Lease of Real Property  
(IC 5-14-1.5-6-(B) (2) (d))
1. Elwood
  2. Frankton
  3. Summitville - Hazelbaker

- B. Personnel  
(IC 5-14-1.5-6-(b) (6))

REGULAR BUSINESS MEETING  
7:00pm

CALL TO ORDER

CALL FOR QUORUM

APPROVAL OF MINUTES

CLAIMS REGISTER AND CHECKS

## BUILDING REPORT

1. Elwood
2. Frankton
3. Summitville

## OLD BUSINESS

## NEW BUSINESS

1. NCB - Frankton - Lease
2. Building Committees
3. Circulation Policy
4. 1996 Holidays

DIRECTOR'S REPORT  
PUBLIC COMMENT  
ADJOURN

# North Madison County Public Library System

24 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-6001

FAX (317) 552-0956

BOARD OF TRUSTEES  
EXECUTIVE MEETING

February 12, 1996

CALL TO ORDER

Vice-President Beverly Austin called an executive meeting to order at 6:15pm in the meeting room of the Elwood Public Library, February 12, 1996.

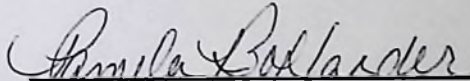
CALL FOR QUORUM

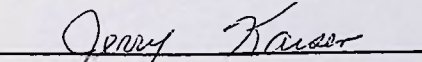
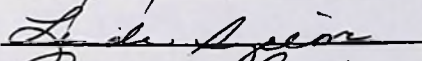
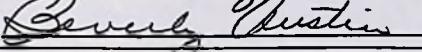
Present with Mrs. Austin were board members Jerry Kaiser, Sharan Pace and Pam Bohlander. Absent were Linda Sizelove, Brenda Carey and Barbara Abernathy. Also present were Director Kathi Wittkamper Admin. Assistant Jan Helpling, and Attorney Jim Wilson.

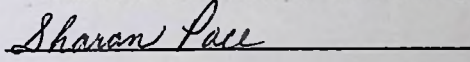
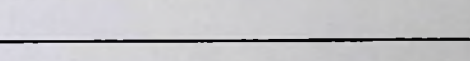
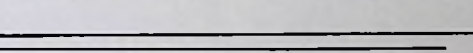
## BUSINESS

- A. Purchase or Lease of Real Property (IC5-14-1.5-6-(B)(2)(d))
1. Elwood - Kathi reported the brick mock-up is not finished.
  2. Frankton - Jim Wilson was present to speak about re-negotiating the lease for the NCBank occupying the other half of the Frankton library building.
  3. Summitville - Discussion held about having chairmen of building committees for each of the three buildings.
- B. Personnel (IC 5-14-1.5-6-(b)(6))
1. Director Wittkamper turned in her evaluation to the board.

ADJOURN

  
Pamela Bohlander, Secretary

Summitville Community Library

Elwood Public Library

Frankton Community Library

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

## NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM BOARD OF TRUSTEES Regular Meeting for Business February 12, 1996

### CALL TO ORDER

Vice-President Beverly Austin called a meeting to order of the Board of Trustees, Monday, February 12, 1996 at 7:00pm in the Elwood Library Meeting Room.

### CALL FOR QUORUM

Attending with Mrs. Austin were board members Sharan Pace, Pam Bohlander and Jerry Kaiser. Also present were: Director Kathi Wittkamper, Admin. Ass't. Jan Helping and a few residents. Absent board members were: Linda Sizelove, Brenda Carey and Barbara Abernathy.

### MINUTES

Sharan Pace made a motion to accept the minutes of the last meeting, Jerry Kaiser seconded and it passed.

CLAIMS REGISTER WAS SIGNED AND CHECKS SIGNED BY TREASURER.

### BUILDING REPORT

Joel Blum, InterDesign Group, reported that he has the dollar figure for solving the sewer problem from M. D. Rowe. The figure is \$8733.00. He suggested to them that they watch their time and material carefully. He also told the board the problem could not have been foreseen. He asked the board for approval to proceed with time and material plans. Harold Etchison thinks we are fortunate to have found the problem now because if we had tapped into the sewer line and not known it needed changed, the entire community could have had sewer problems. Jerry Kaiser made a motion that Joel proceed based on time and materials not to exceed the \$9197.86 Contingency amount. Sharan Pace seconded and it passed.

Harold Etchison said the "mock-up" of the brick and stone being used for the building did not get finished for display. He said the brick company has said the brick will be manufactured out of one batch. He will let us know when it will be finished and at that time if it is soon, the board agreed to have a special meeting to approve it.

Pam Bohlander made a motion to approve the payment from the bond the following bills:

Burnette-Dellinger	Builder's Risk Ins.	\$3802.00
Inter-Design Group	Dec. services	4004.88
Inter-Design Group	Jan. services	4018.17
Richard Ward Assoc.	Survey	550.00

Frankton - Jerry Kaiser reported that Greg Fettig, Fettig's Body Shop, painted the drop box for Frankton and donated his services. Bev asked Kathi if she would send an appropriate thank-you to Mr. Fettig. Jerry also said that the circulation and patron registration has risen considerably since they have moved to the new location.

Summitville The establishment of building committees for each of the branches was discussed. Board members decided the entire board should be members of the building committee with a person who is chairman of each branch committee. Therefore, the designated chairpeople are: Elwood - Linda Sizelove, Frankton - Sharan Pace, and Summitville - Brenda Carey.

OLD BUSINESS - The additional appropriation for \$30,000. was accepted and approved by the State Board of Tax Commissioners and has been placed into the 1996 Operating Fund budget.

NEW BUSINESS - Jim Wilson, Library Attorney, told the board the lease between the NCBANK and the Library was up on March 31, 1996 and he asked what the library would like to do about it. Jerry Kaiser said he would like the library attorney to work on a lease to be presented to the board, then made a motion for the attorney to negotiate the lease for property rental at Frankton for the bank. Pam Bohlander seconded the motion and it passed.

Materials Circulation Policy - Kathi presented the policy to board members and asked if they had any suggestions or would like to proceed for acceptance or replacement. She stated that patrons will have three notices - the date due card, 2nd notice post card and a certified letter. The state code will be printed on the back of the letter. Pam Bohlander asked if the code could be attached to the front with possibly a different color paper. Jerry Kaiser wanted #3. (Materials returned to the same facility) changed to videos must be returned to the same facility. He felt books should be able to be returned to any of the three branches. Board members questioned number of items borrowed being limited. Kathi explained that the automation of the library would require a number. A motion was made to accept the new Materials Circulation Policy with the changes suggested - by Sharan Pace, seconded by Jerry Kaiser and passed.

Holiday Schedule - Kathi asked the board if they would consider giving the staff an extra holiday this year since Christmas falls on Tuesday. She explained that as the schedule now is, the library would be open 21st, closed Sun.22, open 23rd, closed 24th & 25th. After discussion on whether school children would need the library for special reports, etc. it was decided to give the holiday. Jerry Kaiser made the motion that Monday December 23rd will be considered a holiday for 1996 only. Sharan Pace seconded the motion and it passed.

DIRECTOR'S REPORT Kathi asked the board to consider giving the branches all the same amount of petty cash. Sharan Pace made the



# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
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motion that each branch be allotted \$50.00 for a petty cash amount. Pam Bohlander seconded and it passed.

Indiana Library Federation Annual Conference Booklet was presented to board members -Kathi explained the staff is now examining a copy to decide which sessions they would like to attend, if any. Kathi explained that she feels it is a particularly good time to meet other trustees and the programs presented are usually very good. Bev Austin commented that in the past, trustees have attended various sessions at this conference.

Madison County Literacy Coalition deals primarily with adults but Kathi has received information regarding help for children as well. She asked the board to consider supporting staff members who are interested in being a literacy tutor to receive the training needed and time to work with a student one hour a week while "on-the-clock" for the library.

She said when the brick "mock-up" is finished we may need to schedule a special meeting and would like to again consider meeting at Frankton for regular board meeting only. (Plans to hold Feb. meeting at Frankton were changed to view the brick mock-up, as well as to provide privacy for the executive session.) Beverly Austin asked if we could set up a tentative meeting for March - executive at 5:30pm at Elwood for the purpose of seeing the brick "mock-up" if necessary and the executive session, then leave for Frankton for the 7:00pm public meeting.

Jerry Kaiser announced that he would like to publicly thank Greg Fettig for painting the drop box at Frankton.

Harold Etchison passed out his comment sheets to board members.

Sharan Pace made a motion to adjourn, Pam Bohlander seconded the motion.

## BOARD OF FINANCE MEETING JANUARY 8, 1996 8:00PM

### CALL TO ORDER

Vice-President Beverly Austin called the meeting to order. Present were: Sharan Pace, Brenda Carey, Barbara Abernathy, Jerry Kaiser, Kathi Wittkamper and Jan Helping.

### BUSINESS

Beverly asked Jan Helping for a report of finances. Jan gave board members a copy of the INVESTMENT REGISTER and discussed the investing of library funds. Jerry Kaiser said he felt the bookkeeper should have the authority to invest funds at her discretion as always.

Meeting was adjourned with a motion from Barbara Abernathy and seconded by Sharan Pace.

Pam Bohlander  
Pam Bohlander, Secretary

Jerry Kaiser  
Linda Hjelson  
Beverly Austin

Sharan Pace

Jerry Kaiser  
Linda Hjelson  
Beverly Austin

Pam Bohlander  
Pam Bohlander, Secretary  
Sharan Pace

HOLIDAY SCHEDULE  
1996

Date	Day	Holiday	Status
January 1, 1996	Monday	New Years Day	Closed all day
February 19, 1996	Monday	President's Day	Closed all day
April 5, 1996	Friday	Good Friday	Close at Noon
May 27, 1996	Monday	Memorial Day	Closed all day
July 4, 1996	Thurs.	Independence day	Closed all day
Sept. 2, 1996	Monday	Labor Day	Closed all day
Nov. 27, 1996	Wed.	Thanks.Eve Day	Close at noon
Nov. 28, 1996	Thurs.	Thanksgiving	Close all day
Dec. 23, 1996	Mon.	1996 Holiday only	Closed all day
Dec. 24, 1996	Tues.	Christ.Eve Day	Closed all day
Dec. 25, 1996	Wed.	Christmas	Closed all day
Dec. 31, 1996	Tues.	New Years Eve	Close at 5:00pm

Board of Trustees Approved February 12, 1996

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
MONTHLY CIRCULATION REPORT

	JAN 1996	JAN 1995	PERCENT CHANGE	YTD
<b>ELWOOD</b>				
ADULT	2825	2967	-5%	2825
JUVENILE	2265	2506	-10%	2265
PERIODICAL	438	433	-1%	438
AUDIO	129	150	-14%	129
VIDEO	1688	2240	-25%	1688
<b>TOTAL</b>	<b>7345</b>	<b>8296</b>	<b>-11%</b>	<b>7345</b>
<b>FRANKTON</b>				
ADULT	1013	883	15%	1013
JUVENILE	652	499	31%	652
PERIODICAL	196	201	-2%	192
AUDIO	0	0	0	0
VIDEO	822	584	41%	822
<b>TOTAL</b>	<b>2683</b>	<b>2167</b>	<b>24%</b>	<b>2683</b>
<b>HAZELBAKER</b>				
ADULT	722	637	13%	722
JUVENILE	363	345	5%	363
PERIODICAL	123	137	-10%	123
AUDIO	3	0	300%	3
VIDEO	458	322	38%	458
<b>TOTAL</b>	<b>1669</b>	<b>1451</b>	<b>15%</b>	<b>1669</b>
<b>SYSTEM TOTAL</b>				
ADULT	4560	4595	-1%	4560
JUVENILE	3280	3515	-7%	3280
PERIODICAL	757	793	-5%	757
AUDIO	132	150	-12%	132
VIDEO	2968	3244	-9%	2968
<b>TOTAL</b>	<b>11697</b>	<b>12297</b>	<b>-5%</b>	<b>11697</b>

IN-HOUSE REFERENCE (ELWOOD ADULT ONLY) 305  
 TELEPHONE REFERENCE (ELWOOD ADULT ONLY) 737  
 DATABASE SEARCHES (ELWOOD ADULT ONLY) 8  
 PATRON ASSISTANCE (ELWOOD ADULT ONLY) 223  
 DURING THIS MONTH THE LIBRARY SYSTEM PRESENTED 22 PROGRAMS  
 ATTENDED BY 218 PERSONS

**PREVIOUS VOLUNTEER EXPERIENCE:**

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**PLEASE LIST TWO  
PERSONAL/BUSINESS REFERENCES**

**NAME**

**Address**

**City/State/Zip**

**Phone**

**NAME**

**Address**

**City/State/Zip**

**Phone**

**TIMES AVAILABLE: AM/PM**

**Sunday:** \_\_\_\_\_

**Monday:** \_\_\_\_\_

**Tuesday:** \_\_\_\_\_

**Wednesday:** \_\_\_\_\_

**Thursday:** \_\_\_\_\_

**Friday:** \_\_\_\_\_

**Saturday:** \_\_\_\_\_

Please mail this form to:  
The Governor's Voluntary  
Action Program  
302 W. Washington Street  
Room E220  
Indianapolis, Indiana 46204

**It takes a  
whole village  
to raise a  
child.**

**--African Proverb**

**VOLUNTEER  
TUTORS  
NEEDED!**



**Literacy Helpline  
(317) 233-1695  
1-800-267-9029**

**PARTNERS  
IN LEARNING**

# PARTNERS IN LEARNING: ONE BY ONE, WE CAN MAKE A DIFFERENCE!

Dear Tutor,

Welcome to Partners in Learning, a joint educational effort by the Governor's Voluntary Action Program and the Indiana Commission on Community Service. Our agencies have been working as a team to recruit volunteer tutors for children needing extra academic help across the state. Your involvement as a role model is fundamental to the success of this program, and to the success of Indiana students.

For an investment of only one hour a week throughout the school year, you can make a difference in the life of a child. By providing academic assistance, you will help the child develop the confidence that comes with success. By modeling responsibility and initiative, your student will learn how to set goals. By serving as a positive role model, you can cultivate a love of learning that will last throughout the child's life.

In addition, the benefits to yourself are endless. The satisfaction of helping a child overcome academic challenges is an obvious one, but did you know that those who volunteer their time actually live longer than those who do not? By helping a child, you also help yourself and our future. So, fill out the attached application and send it to our office, or call us at 1-800-267-9029. We look forward to hearing from you!

Each child is an adventure into a better life--an opportunity to change the old pattern and make it new.  
--Hubert H. Humphrey



Even a minor event in the life of a child is an event of that child's world and thus a world event.  
--Gaston Bachelard



When someone does something good, applaud! You will make two people happy.  
--Samuel Goldwyn



...The mere resolve not to be useless and the honest desire to help other people will, in the quickest and most delicate ways, improve yourself.  
--John Ruskin

**YES, I WANT TO VOLUNTEER!**

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_

Evening Phone \_\_\_\_\_

Date of Birth \_\_\_\_\_

## EMERGENCY CONTACT

Name \_\_\_\_\_

Phone \_\_\_\_\_

## STUDENT GRADE PREFERRED

K 1 2 3 4 5 6 7 8 9 10 11 12

SPECIAL SKILLS OR TRAINING  
(FOREIGN LANGUAGE, MUSIC,  
ETC...)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

MD ROWE CONSTRUCTION INC.  
General Contractors/ Construction Managers

February 8, 1996

MEETING MINUTES  
February 7, 1996  
10:00 A.M.

Attendees:

Steve Bowling  
Al Cox  
Scott Folley  
Harold Etchison  
Mark Rowe

M.D. Rowe  
Interdesign Group  
M.D. Rowe  
NMCPLS  
M.D. Rowe

Discussion:

Hand outs included: updating log, Payment Application #1, revised construction schedule, 24 Jan Meeting Minutes, footing observation reports, PR#1 quote, misc. quotes.

1. MDR indicated that the electrical contractor had offered a \$3,000.00 credit if the Owner would approve some substitutions in the lighting package. MDR has requested a full submittal of the specified lighting along with the proposed lighting and will review before forwarding to the Architect for consideration. Interdesign will review if lighting package is comparable and a credit is ensured.

2. The Water Company had not yet conveyed the letter confirming their desire to separate the specified water meters in a separate pit which the Architect requires. MDR requested permission to write a letter and seek a signature from the Water Company. Interdesign indicated that the letter must contain a "no cost" statement to prevent any possible request for extra cost to the owner.

3. Frost had been confirmed to a depth of at least 24", and is most pronounced in the engineered fill, mostly along the N and W ends of the building pad. Test pits are to be dug on the east end to confirm that work will continue at least in that area.

4. Mechanical and Electrical subcontractors have coordinated sleeve locations and timing with MDR.

5. Site and building layout stakes continue to move due to freeze and thaw, but have been readjusted recently. MDR will continue to monitor and correct the layout.

6. Review of the concreting operations followed. K.C. Miller will be issuing a report on recent work in place.

7. MDR was reminded that a revised submittal is still due.

8. Next meeting time will be confirmed in 7 days.

FINANCIAL REPORT BY FUND  
----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
124 NORTH 16TH STREET  
ELWOOD, IN 46036-1598  
31 JAN 96

FUND #	DESCRIPTION	BEGINNING BALANCE	RECEIPTS THIS MONTH	RECEIPTS YEAR-TO-DATE	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	BALANCE
100	OPERATING	229539.46	37748.25	37748.25	133750.77	133750.77	133536.94
103	LEVY EXCESS FUND	4453.00	.00	.00	.00	.00	4453.00
105	OPERATING FUND INVESTMENT	30000.00	100000.00	100000.00	30000.00	30000.00	100000.00
107	PLAC	.00	20.00	20.00	.00	.00	20.00
110	LIRF INVESTMENT	.00	.00	.00	.00	.00	.00
115	LIRF	363.05	.00	.00	.00	.00	363.05
120	GIFT	5902.53	80.30	80.30	290.65	290.65	5692.18
121	SUMMITVILLE LIBRARY FUND	.00	.00	.00	.00	.00	.00
125	MEMORIAL	821.66	.00	.00	.00	.00	821.66
WITHHOLDINGS FROM PAYROLLS							
200.01	FEDERAL TAX	.00	.00	.00	.00	.00	.00
200.02	FICA	.00	.00	.00	.00	.00	.00
200.03	STATE TAX	.00	.00	.00	.00	.00	.00
200.04	COUNTY TAX	.00	.00	.00	.00	.00	.00
200.05	PERF	.00	.00	.00	-481.71	-481.71	481.71
200.06	CREDIT UNION	.00	.00	.00	.00	.00	.00
200.07	ANNUNITY	.00	.00	.00	.00	.00	.00
200.08	INSURANCE	.00	.00	.00	.00	.00	.00
-TOTAL ALL FUNDS-		271079.70	137848.55	137848.55	163559.71	163559.71	245368.54

APPROPRIATION REPORT  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----

31 JAN 96

OPERATING ACNT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATI BALANCE
411.1	SALARY OF DIRECTOR	27000.00	.00	27000.00	1980.76	1980.76	25019.24
411.2	SALARY OF ASSISTANTS	232797.00	.00	232797.00	17498.52	17498.52	215298.48
411.3	SALARY OF JANITOR	13850.00	.00	13850.00	520.03	520.03	13329.97
413.1	EMPLOYERS SHARE - F.I.C.A.	20934.00	.00	20934.00	1529.96	1529.96	19404.04
413.3	EMPLOYER'S CONTRIBUT.-P.E.R.F.	23944.00	.00	23944.00	.00	.00	23944.00
413.5	EMPLOYER'S CONTRIB.-GROUP INS.	2669.00	.00	2669.00	120.23	120.23	2548.77
413.7	OTHER EMPLOYEE BENEFITS	1500.00	.00	1500.00	.00	.00	1500.00
421.1	OFFICIAL RECORDS	1000.00	.00	1000.00	.00	.00	1000.00
421.3	STATIONERY AND PRINTING	500.00	.00	500.00	.00	.00	500.00
421.9	OTHER OFFICE SUPPLIES	5000.00	.00	5000.00	318.33	318.33	4681.66
422.1	CLEANING & SANITATION SUPPLIES	1700.00	.00	1700.00	66.85	66.85	1633.15
422.3	FUEL, OIL & LUBRICANTS	50.00	.00	50.00	.00	.00	50.00
422.9	OTHER OPERATING SUPPLIES	1100.00	.00	1100.00	65.63	65.63	1034.36
423.1	BUILDING MATERIALS & SUPPLIES	500.00	.00	500.00	.00	.00	500.00
423.5	REPAIR PARTS	500.00	.00	500.00	.00	.00	500.00
423.9		.00	.00	.00	.00	.00	.00
429.1	BOOK PROCESSING	2000.00	.00	2000.00	280.40	280.40	1719.60
429.2	AUTOMATION	25000.00	.00	25000.00	.00	.00	25000.00
430	OTHER SERVICES AND CHARGES	.00	20000.00	20000.00	6.00	6.00	19994.00
431.1	CONSULTING SERVICE	2000.00	.00	2000.00	.00	.00	2000.00
431.3	ENGINEER. & ARCHITECT. SERV.	.00	.00	.00	.00	.00	.00
431.5	LEGAL SERVICES	7000.00	.00	7000.00	.00	.00	7000.00
431.9	OTHER PROFESSIONAL SERVICES	6800.00	.00	6800.00	4358.13	4358.13	2441.86
432.1	TELEPHONE & TELEGRAPH	4700.00	.00	4700.00	397.74	397.74	4302.26
432.3	POSTAGE	1900.00	.00	1900.00	159.09	159.09	1740.91
432.5	TRAVELING EXPENSE	1500.00	.00	1500.00	.00	.00	1500.00
432.7	PROFESSIONAL MEETINGS	1000.00	.00	1000.00	431.13	431.13	568.86
433.1	ADVERT. & PUBLICAT. OF NOTICES	500.00	.00	500.00	68.15	68.15	431.85
434.1	OFFICIAL BONDS	300.00	.00	300.00	.00	.00	300.00
434.3	OTHER INSURANCE	9000.00	.00	9000.00	.00	.00	9000.00
435.1	GAS	8000.00	.00	8000.00	588.19	588.19	7411.81
435.3	ELECTRICITY	20000.00	.00	20000.00	937.57	937.57	19062.43
435.5	WATER	700.00	.00	700.00	41.34	41.34	658.66
435.7	WASTE DISPOSAL SERVICES	220.00	.00	220.00	15.60	15.60	204.40
436.1	BUILDINGS & STRUCTURES	500.00	.00	500.00	.00	.00	500.00
436.3	EQUIPMENT	1500.00	.00	1500.00	.00	.00	1500.00
437.3	EQUIPMENT	1750.00	.00	1750.00	46.25	46.25	1703.75
439.1	DUES	100.00	.00	100.00	.00	.00	100.00
439.2	TAXES & ASSESSMENTS	400.00	.00	400.00	.00	.00	400.00
439.7	TRANS.TO LIBR.IMPROV.RES.FUND	10000.00	.00	10000.00	.00	.00	10000.00
441	LAND, BLDG.,IMPROVE.OTHER THAN	30000.00	.00	30000.00	2000.00	2000.00	28000.00
442	FURNITURE AND EQUIPMENT	8000.00	13900.00	21900.00	.00	.00	21900.00
443.1	ELWOOD ADULT	22000.00	.00	22000.00	1053.47	1053.47	20946.53
443.3	ELWOOD CHILDRENS	9500.00	.00	9500.00	40.09	40.09	9459.91
443.5	FRANKTON	9500.00	.00	9500.00	43.76	43.76	9456.24
443.7	SUMMITVILLE	9500.00	.00	9500.00	638.70	638.70	8861.30
443.8	YOUNG ADULT	1000.00	.00	1000.00	.00	.00	1000.00
444	PERIODICALS & NEWSPAPER	6500.00	.00	6500.00	431.60	431.60	6068.40

APPROPRIATION REPORT  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----

31 JAN 96

OPERATING ACNT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE
445.1	ELWOOD	3000.00	.00	3000.00	.00	.00
445.3	FRANKTON	1000.00	.00	1000.00	113.25	113.25
445.5	SUNNITVILLE	1000.00	.00	1000.00	.00	.00
	-TOTAL-	538914.00	33900.00	572814.00	33750.77	33750.77







CHECK REGISTER  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 31 JAN 96

PAGE 2

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
015247	00035	POSTMASTER	52.00	10-JAN-96	STAMPS, FRANKTON, SUMMITVILL
015248	00036	JERRY KAISER	62.00	10-JAN-96	MILEAGE
015249	00037	RAMSAY BUSINESS PRODUCTS	222.07	10-JAN-96	OFFICE SUPPLIES
015250	00038	PDR	64.95	10-JAN-96	MEDICAL BOOKS - ELWOOD
015251	00039	AUDIO VISUAL COMMUNICATIONS	156.00	10-JAN-96	SERV. AGREE. - FEB.
015252	00040	AMERICAN BUSINESS DIRECTORIE	256.50	10-JAN-96	BOOK - ELWOOD
015253	00041	T. EDWIN SMITH, INC.	35.00	10-JAN-96	ELECTRICAL CHECK - ELWOOD
015255	00042	HAROLD ETCHISON	4000.00	10-JAN-96	NOV. & DEC. SALARY - CLERK-0
015256	00043	NATIONAL CITY BANK	100000.00	12-JAN-96	INVESTMENT - CO
015258	00047	DIANA L. SHEPARD	45.09	24-JAN-96	PETTY CASH REIMBURSEMENT
015259	00048	DOVER PUBLICATINS, INC.	30.70	24-JAN-96	CHILDREN'S BOOKS
015250	00049	INDIANA-AMERICAN WATER CO.,	19.08	24-JAN-96	WATER - SUMMITVILLE
015261	00050	INDIANA GAS COMPANY	495.78	24-JAN-96	GAS - ELWOOD
015262	00051	INDIANA MICHIGAN POWER COMPA	362.17	24-JAN-96	ELEC. - SUMMITVILLE
015263	00055	STAR FINANCIAL BANK	2626.96	24-JAN-96	FED. & FICA TAXES - P/R 1-24
015264	00056	INDIANA DEPARTMENT OF REVENUE	786.85	24-JAN-96	STATE & COUNTY TAXES - P/R 1
015265	00057	MADISON COUNTY SCHOOL EMPLOY	1936.49	24-JAN-96	CREDIT UNION DEDUCTIONS -1-2
015266	00058	INDIANA DEFERRED COMPENSATIO	273.00	24-JAN-96	ANNUITY DEDUCTIONS - P/R 1-2
015267	00059	CITY OF ELWOOD NON-REVERTING	223.25	24-JAN-96	HEALTH INS. PREM.- P/R 1-24-
015269	00046	AMERITECH	91.81	24-JAN-96	TELEPHONE - SUMMITVILLE
--TOTAL AMOUNT OF CLAIMS--			163559.71		

MONTHLY RECEIPT SUMMARY BY INDIVIDUAL RECEIPT CATEGORIES  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 31 JAN 96

OPERATING DESCRIPTION	THIS MONTH	YTD
312.3 COIT	5070.00	5070.00
341.1 FINES	208.95	208.95
341.3 FAX MACHINE	172.80	172.80
341.6 LOST,DAMAGED OR SALE OF BO	59.77	59.77
341.8 LOST CARD FEE	6.00	6.00
342.1 COPY MACHINE	349.80	349.80
342.2 READER PRINTER COPIES	8.50	8.50
360.1 INTER-LIBRARY LOAN	8.55	8.55
360.2 PROPERTY RENTAL	410.00	410.00
361 INTEREST ON INVESTMENT	1153.24	1153.24
364.3 MEMORIALS	200.00	200.00
392.9 TRANSFER FROM OTHER FUNDS	30000.00	30000.00
399 OTHER	103.34	103.34
-TOTAL-	37748.25	37748.25

{-----CASH BALANCES-----}

DATE {31 JAN 96}

A1 {STAR FINANCIAL BANK	}	B1 {	128332.30}
A2 {SUMMITVILLE BANK & TRUST	}	B2 {	.00}
A3 {LIRF - INVESTMENT	}	B3 {	.00}
A4 {OPERATING - INVESTMENT	}	B4 {	.00}
A5 {HUNTINGTON BANK	}	B5 {	6548.64}
A6 {COMMUNITY BANK - SUMMITVILLE	}	B6 {	10487.60}
A7 {NATIONAL CITY BANK - FRANKTON	}	B7 {	100000.00}
A8 {	}	B8 {	.00}
A9 {	}	B9 {	.00}
-----		B10{	245368.54}
TOTAL			



# STATE OF INDIANA

EVAN BAYH, Governor

Charles Ray Ewick, Director

## INDIANA STATE LIBRARY

140 North Senate Avenue  
Indianapolis, IN 46204-2296  
Tel. (317) 232-3675  
FAX (317) 232-3728  
TDD (317) 232-7763

October, 1995

Dear Library Director and Library Board President:

A well-educated Library Board is essential for a well run public library. The typical library board member brings the best of intentions to the job, but very little understanding of the mechanics of board governance principles. Just as typically, there is little orientation or training that explains the job to new board members.

In 1993, IN the Public Trust was published by the State Library to provide a reference manual for library board members to use in governing their respective libraries. At the same time, six training workshops were developed to provide an overview of the manual and a guide for board member education. These workshops have been presented at the Indiana Library Federation Annual and District Conferences in 1994 and 1995.

While many trustees have benefited from the training sessions, there are many more who have not. For this reason, we have decided to make the training materials available to each library board so that you may conduct your own board development in house. Therefore, you will find enclosed the following:

- Curriculum for six workshops which includes supplies needed, suggested format and suggested transparencies
- Eight copies of all workshop handouts.

You may adapt these materials for your own use. A transparency packet may be borrowed from the State Library or regional Network offices. If you wish a trainer to assist in your Board Development Workshops, please contact the Library Development Office at 317-232-3697 or 1-800-451-6028. The State Library also has videos available for Workshops 4 and 6.

Time is everyone's most valuable commodity. The time you spend in developing your Board will be invaluable for your library.

Sincerely,

Martha N. Roblee  
Associate Director  
Library Development/Network Coordination

MR:mjr

Enc.

STATE BOARD OF TAX COMMISSIONERS  
100 North Senate Avenue, Room N1058  
Indianapolis, Indiana 46204

ORDER

In the matter of Additional Appropriations for North Madison Co. Public Library System,  
Madison County taxing unit, as adopted on January 8, 1996: NO: 96480001

A Certified Copy of additional appropriation action taken by the above named taxing unit having been filed with the State Board of Tax Commissioners on January 16, 1996 has been examined for availability and sufficiency of unencumbered revenues. This Board does now make the following determination based upon financial information as submitted by the fiscal officer.

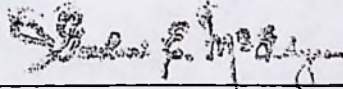
<u>FUND NAME</u>	<u>REQUESTED</u>
Operating	\$30,000

DETERMINATION:

Sufficient revenues are available to support \$ 30,000 of requested appropriations as funded by \$ -0- reductions in current appropriations. Therefore, appropriations of \$ 30,000 are approved. Appropriations of \$ -0- are denied.

Note: The above approval is limited to revenues available or to be made available during 1995 as certified by the fiscal officer of the above named taxing unit.

Having examined the Certified Copy as submitted by the above named taxing unit, the determinations as set forth are now adopted this 19th day of January, 1995.



\_\_\_\_\_  
Gordon E. McIntyre, Commissioner

CC: STB Hearing Officer

skb

# MATERIALS CIRCULATION POLICY

February, 1996

In an effort to safeguard and protect the taxpayer-supported assets of the North Madison County Public Library System, the Library establishes the following rules and charges regarding the borrowing of Library materials and their timely return.

## GENERAL RULES

1. When checking out library materials, patrons must present a valid (i.e. no outstanding fines/fees and/or not expired) BORROWER'S CARD. During the interim of preparation for a new card, a patron may check out one item prior to receiving their regular BORROWER'S CARD.
2. The Library reserves the right to limit the number of items a patron may check out at any one time or have as an aggregate total of items checked out.

Patrons coded as "juveniles" (children up to 6th grade) are limited to a maximum of 6 items as an aggregate. "Students" (minors 6th grade through age 17) are limited to an aggregate of 12 items. "Adults" (any one over age 18) are limited to a maximum of 24 items, only 3 of which may be video cassette tapes. (See "VIDEO TAPES")

Teachers borrowing materials for classroom use their personal BORROWER'S CARD and are restricted to the privileges afforded by that card. No additional materials may be borrowed by any patron with any overdue materials, or outstanding fines/fees totaling \$5 or more. No reference materials, including materials from the Indiana Room, will be loaned to any patron.

3. Items must be returned to the same system facility from which they were borrowed.
4. Unless legally divorced/separated, spouses are responsible for each other's fines/fees. Likewise, custodial parents of children under the age of 18 are responsible for the fines/fees of the children.
5. Overdue charges may not exceed the cost of the material against which the charge is made.
6. In addition to overdue fines and/or fees for damaged or lost materials, the Library reserves the right to charge customers a \$3 service fee.
7. Because of the expense of the items and their fragile nature, there is an automatic \$2 fine for any video cassette or record

returned through an outside drop box other than a receptacle expressly for such purpose.

8. There is a \$1 charge for replacement of a lost BORROWER'S CARD.
9. The Library reserves the right to require a \$10 deposit before loaning items highly vulnerable to theft, such as GED books. Provided the materials are returned on time and in good condition, the deposit will be fully refunded. However, any accumulated fines and/or fees will be deducted from the deposit before refunding.

## Specific Materials

### BOOKS

1. All books may be loaned for two weeks. Books not on reserve may be renewed twice, either in person or by telephone. Patrons may request the 6-week loan to cover vacation, classroom use, hospitalization, etc.
2. Reserve requests are filled strictly on a first-come, first-served basis. Reserved books are loaned for a two-week period only, there are no renewals.
3. Patrons may reserve a book by telephone, and will be notified by telephone when that book is available to them. If the book has not been checked out to that patron within three (3) days, the next patron is notified. A patron who fails to borrow a book, or notify library staff to the contrary, will be moved to the end of the reserve list.
4. Reserve requests from patrons at a location other than the holding library are to be taken, and filled, as above. Couriers visit each facility at least once a week and can deliver reserve materials to the facility of the patron's choice. Should the patron fail to pick up the book within three (3) days after being notified, the book is to be returned immediately to the holding library. The two-week lending period begins when the patron checks out the book. The book is to be returned to the holding library immediately after its return by the patron.
5. Overdue books are fined at 10 cents per day per book. Fines may not accrue beyond the price of the book.
6. If a book is reported lost or damaged, the patron is responsible for the replacement or repair cost of the book and any overdue fine accumulated on the lost book by the time it is reported lost, plus any service fee and/or postage reimbursement fee.

#### AUDIO TAPES (Music and Books)

1. Books-on-tape and music cassettes are subject to the same policy as printed books.

#### MAGAZINES

1. Magazines may be checked out for three days and may be renewed once, either in person or by telephone.
2. Overdue magazines are fined at a rate of 10 cents each per day.
3. If a magazine is reported lost or damaged, the patron is responsible for the replacement or repair cost of the magazine and any overdue fine accumulated on the lost magazine by the time it is reported lost, plus any service fee and/or postage reimbursement fee.

#### VIDEO TAPES

1. Only patrons age 18 and over, with a valid adult BORROWER'S CARD, may check out videos. A maximum of three may be checked out at any one time or as an aggregate.
2. Video tapes may be loaned for a single two-day period. They may be renewed for one additional day in person or by telephone. Video tapes cannot be reserved.
3. Overdue video tapes are charged at a rate of \$2 per tape per day.
4. Video tapes returned through a drop box, other than one expressly for that purpose, will be assessed a \$2 fine.
5. If a video tape is reported lost or damaged, the patron is responsible for the replacement or repair cost of the video tape and any overdue fine accumulated on the lost video tape by the time it is reported lost, plus any service fee and/or postage reimbursement.

#### OVERDUE NOTIFICATION PROCEDURE

When materials become overdue, the Library cannot tell if patrons have simply forgotten to return them in a timely manner, or if they intend to never bring them back. And because taxpayers' money is involved, the Library feels a legal and moral obligation to make every effort to recover those materials. After all, items that are missing are denied to other patrons and if they cannot be recovered in a timely fashion, the Library often must spend additional funds to purchase duplicate materials.

The recovery of overdue materials is a labor-intensive and time consuming process. While the Library will make every effort to work with patrons to lessen or dismiss accumulated fines/fees if extenuating circumstances are involved, the Library cannot allow patrons to retain possession of materials for indefinite periods and then expect to have all penalties forgiven. Patrons should understand that the burden of responsibility for returning past-due items falls upon themselves.

The following rules are established to expedite the process of recovering overdue materials.

1. When an item is checked out, the patron is given a date due card/slip. This constitutes the FIRST NOTICE.
2. Borrowing privileges are revoked immediately after material(s) become delinquent.
3. Three days after the due date, the Library will mail a postcard reminder to the borrower. In the case of minors, notices are sent in care of the parent/guardian who signed the application for the child's library card. This postcard will list each overdue item separately, and constitutes the SECOND NOTICE. (Sample follows.)
4. Ten days after the post card notice, a letter will be sent to the borrower outlining potential action to be taken against them in order to recover the missing material(s). This will constitute the THIRD AND FINAL NOTICE. (Sample follows.)
5. When materials valued at \$25 or more remain outstanding, the patron will be turned over to Unique Management Services, Inc. This materials recovery company will contact the patron at least twice. If, after these notices, the patron still has not returned the overdue materials and resolved their debt, the patron is reported to the credit bureau.
6. Teachers are responsible for all fines, fees, lost materials, etc., regardless of the purpose for which materials were borrowed on their BORROWERS' CARD. Teachers are to be sent overdue notices according to the policy outlined above.
7. Borrowing privileges are reinstated after materials are recovered and fines are paid. If materials are NOT returned for any reason (e.g., lost or damaged beyond repair), replacement costs must be paid before borrowing privileges are reinstated.
8. Patrons fined the cost of material(s) are not entitled to keep the material(s). They are paying for keeping the material past due--not buying it.
9. Replacement costs are the price of the item plus a \$3 service fee.

**FINE SUMMARY**

Format	Reserve	Loan	Renewable	Overdue Fine
Book	Yes	2 wks	2 wks, twice	10 cents/day
Book-on-tape	Yes	2 wks	2 wks, twice	10 cents/day
Music cassette	Yes	2 wks	2 wks, twice	10 cents/day
Magazine	Yes	3 days	3 days, once	10 cents/day
Video tape	No	2 days	1 day, once	\$2 per day*

\*Because of their fragile nature, these items will incur a \$2 fine if returned via a drop box not expressly for that purpose.

**OUTSIDE DROP BOX**

The Library provides outside drop box(es) for the convenience of its patrons. Due to the unsupervised exposure of the drop box to vandalism, the Library cannot guarantee that materials will arrive inside the building in undamaged condition. In addition to the \$2 charge for video returned via the drop box, patrons are advised that they will be held responsible for any damaged print materials that are recovered from the drop box. While the Library will make every effort to provide adequate security for the drop box, the ultimate responsibility lies with the patron to ensure their materials are returned to the inside desk in acceptable condition.

(Letterhead)

(Inside address  
Card No.)

(Date)

Dear (library user):

We hope you've enjoyed the materials borrowed from our library. Of course we want all of our patrons to have that same opportunity, so we're asking for your assistance.

On \_\_\_\_\_ we mailed a postcard, reminding you to return the items listed below. We didn't hear from you, so we have sent this certified letter to insure its receipt.

Please return the materials and reimburse the library for any fines/fees due. (The sooner this is done, the less you will owe.) If you are having unusual difficulties, please call the library and we will try to work with you on this matter.

However, if not resolved within 10 business days from receipt of this letter, this matter will be referred to a materials recovery system. Your cooperation will make the library better for everyone!

Sincerely,

Board of Trustees  
N. Madison Co. Public Library System

Item Description

Due Date

**35-43-4-3.5. Conversion by borrower. — (a) If a person:**

- (1) Borrows any article which belongs to or is in the care of any library, gallery, museum, collection, or exhibition;
- (2) Borrows the article under an agreement to return the article within a specified period of time; and
- (3) Fails to return the article within that specified period of time; then the lender shall comply with subsection (b).

(b) If a person commits those acts specified in subsection (a), the lender shall:

- (1) Send written notification of the violation of the agreement to the borrower;
- (2) Attach a copy of this section to the notice;
- (3) Include in the notice a request for return of the article within fifteen (15) days of receipt of the notice; and
- (4) Mail the notice to the last known address of the borrower or deliver it to the borrower in person.

The lender shall send the notice required by this subsection by certified or registered mail, return receipt requested.

(c) If the borrower willfully or knowingly fails to return the article, or reimburse the lender for the value of the article, within thirty (30) days of receipt of the notice required in subsection (b), he commits a Class C infraction.

(d) A person who commits an offense under this section may not be charged with an offense under section 2 or 3 [IC 35-43-4-2 or IC 35-43-4-3] of this chapter for the same act. [IC 35-43-4-3.5, as added by Acts 1980, P.L. 206, § 1.]

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
March 11, 1996  
ELWOOD LIBRARY TECH.SERVICES ROOM  
5:30PM  
Executive Session

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

- A. Purchase or Lease of Real Property  
(IC 5-14-1.5-6-(B) (2) (d))
1. Elwood
  2. Summitville
  3. Frankton

REGULAR BUSINESS MEETING  
ELWOOD COMMUNITY LIBRARY  
7:00pm

CALL TO ORDER

CALL FOR QUORUM

APPROVAL OF MINUTES

CLAIMS REGISTER AND CHECKS

BUILDING REPORT

1. Elwood
  - a. Contractor's Bill
  - b. IDG Representative
  - c. Clerk-of-the-Works, Harold Etchison
2. Summitville
3. Frankton

OLD BUSINESS

NEW BUSINESS

1. Museum of Art Visit / T.C.Steele Painting
2. Appropriation Change
3. Marsh Computer Program
4. Application for State Funds
5. Policy/Lamination
6. ILF Conference
7. Automation Report

DIRECTOR'S REPORT

PUBLIC COMMENT

ADJOURN

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
March 11, 1996  
Executive Session  
Tech.Services Room - Elwood Library  
5:45pm

CALL TO ORDER

President Linda Sizelove called an executive session to order at 5:45pm in the Tech Services Room of the Elwood Public Library on March 11, 1996.

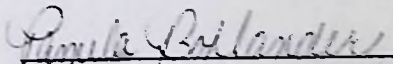
CALL FOR QUORUM

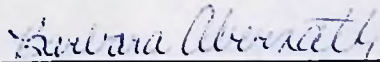
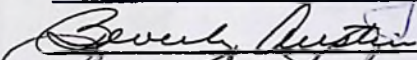
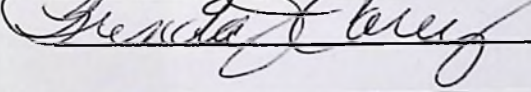
Other members present were: Beverly Austin, Jerry Kaiser, Brenda Carey, Barbara Abernathy, Pam Bohlander. Also present were Attorney Jim Wilson, Director Kathi Wittkamper and Admin.Ass't. Jan Helpling.

BUSINESS

- A. Purchase or Lease of Real Property  
(IC 5-14-1.5-6-(B) (2) (d))
1. Elwood - Discussed Laminating Policy also project meetings.
  2. Summitville - Discussed via a telephone conference with Ralph E. Hazelbaker the possibility of an addition to the Summitville Library and legalities involved.

MEETING WAS ADJOURNED AT 6:45PM

  
Pamela Bohlander, Secretary



# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

BOARD OF TRUSTEES  
Regular Meeting for Business  
March 11, 1996  
7:00pm

## CALL TO ORDER

President Linda Sizelove called a regular meeting for business to order at 7:00pm March 11, 1996 in the Meeting Room of the Elwood Public Library.

## CALL FOR QUORUM

Present also were: Beverly Austin, Jerry Kaiser, Pamela Bohlander, Barbara Abernathy and Brenda Carey. Also Attorney Jim Wilson, Director Kathi Wittkamper and Admin. Ass't. Jan Helpling

## APPROVAL OF MINUTES

Motion was made by Barbara Abernathy to approve the previous meeting minutes. It was seconded by Jerry Kaiser and passed.

CHECK REGISTER WAS SIGNED AND CHECKS SIGNED BY TREASURER JERRY KAISER.

## BUILDING REPORT

1. Elwood - Clerk-of-the-Works Harold Etchison reported that at this point the construction company is working with the water company to tap into water lines. He feels construction has been slowed because of the bad weather but time may be made up when good weather allows work to continue for a long period. He stated that concrete people will be at the site soon to pour the remaining footings. Jerry Kaiser asked if he could help with the water line situation; we will either need to pay for installation or a \$1,000. fee. Harold feels the brick mock-up will be finished soon and board members will be asked to come to the site to see it. He also said that the selections made by Elwood of furniture and shelving are going to be featured at a convention in June.

Members discussed the mileage charge added to each of InterDesign's bills and talked about whether a visit each month by InterDesign's representative was necessary. They thought mileage should be discussed with InterDesign. The following bills were allowed by a motion from Brenda Carey, seconded by Pam Bohlander:

InterDesign	\$4,289.04
M. D. Row Construction	\$104,503.50

2. Summitville - Circulation figures are up for the Summitville area.

3. Frankton - Several remarks were made from members and

~~attendees at the meeting that the new building looked very nice.~~  
Peggy E. Henshaw Library • Elwood Public Library • Frankton Community Library

## OLD BUSINESS

## NEW BUSINESS

Director Wittkamper asked Jan Helpling to report on a visit to the Museum of Art regarding our painting being repaired. Jan reported that when the T.C. Steele painting was delivered, Ms. Witkowski of the Restoration Department offered a tour to us as owners of the painting, to see how it was being restored. Mrs. Witkowski asked that the visit be made before the end of March. Members decided they should leave the arrangements up to Jan and then would decide if they could go.

An Appropriation Transfer was made and approved by a motion by Barbara Abernathy, seconded Brenda Carey. The transfer is:

From:	Operating Fund - LIRF	\$10,000.00
To:	Library Improvement Reserve Fund	

From:	Operating Fund - Land, Bldg.Improve	\$ 2,000.00
To:	" " Other Oper.Supplies	

Kathi informed board members that we are now a part of the Marsh Fresh Idea - Computers for Communities Program. She showed the board the letter she would like to pass out to patrons to encourage interest.

Application for state funds was made and has already been signed by the director and board president.

A new laminating policy was presented for board approval. Barbara Abernathy made a motion to approve the policy, Brenda Carey seconded and it passed.

Kathi reported she and four employees want to attend the Indiana Library Conference. Registration for five is \$270.00. Each person will attend a different session. Attending will be Kathi, Diana Shepard, Glenna Stewart, Shawn Heaton and Sharon Fouts. Information is brought back and shared with the rest of the staff at Elwood and the branches.

Kathi reported it is time for the second phase of the automation project funding. The staff in tech services has completed 12,000 records for conversion. They have saved the library \$6,000. by putting the data in themselves. \$25,000. this year will complete the automation for the new facility. There will be two PACS (Public Access Catalogs) in adult services, one in Youth Services two circulation stations in adult services and one in Youth Services. This will be set up in the new building and the company will come in to train the staff. There is no way at present we will know if retroconversion of catalog records will be complete at the time the building is opening, however, if necessary, Youth Services will not be automated at that time and charge machines will be used temporarily. Branches will be brought up in Phase III

- planned for early 1997. Barbara Abernathy made a motion up to \$25,000.00 be allowed to continue the automation project. Brenda Carey seconded.

Jan Helping reported that two flags have been donated to the library by Gordon and Joyce Jackman in their Uncle's memory. One will be used at the present site and the other saved to be used at the new building. A thank-you has been sent.

Kathi reported that an independent computer 2work station has been donated to the library. We are actually a test site for JOBSOURCE. They are being set up at public schools and libraries in Madison County. Contained in the computer are programs for career possibilities, scholarship programs, business and organizations that employ people and a letter of inquiry that can be produced for use.

The Genealogy Interest Group has met with great success. The next meeting is March 21 at 7PM in room 116 at the Elwood High School.

Kathi announced she will be attending a grant workshop in Anderson March 20 and an INCOLSA meeting March 28 in Connersville.

MOTION WAS MADE TO ADJOURN BY BARBARA ABERNATHY, SECONDED BY BRENDA CAREY AT 8:00PM

Barbara Abernathy  
Beverly Austin  
Jenny Kaiser

Pamela Bohlander  
Pamela Bohlander, Secretary  
Brenda Carey

ADDITIONAL APPROPRIATION RESOLUTION/ORDINANCE

Whereas, it has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget; now, therefore:

Sec. 1. Be it ordained (resolved) by the North Madison County Public Library System, Elwood, Indiana, Madison County, Indiana that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to the laws governing the same:

Operating Fund	
422.9	Other Operating Supplies \$ 2,000.00
	Library Improvement Reserve Fund 10,000.00

Whereas, it has been shown that certain existing appropriations now have unobligated balances that will not be needed for the purposes for which appropriated, it is further ordained (resolved) that the following existing appropriations be reduced in the following amounts:

Operating Fund	
439.7	Trans. to Libr. Improv.Res.Fund \$ 10,000.00
441	Land, Bldg.,Improve. Other Than 2,000.00

Adopted this 11th day of March, 1996.

NAY

AYE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Linda Arzelle  
Pamela Bohlander  
Brenda Carey  
Barbara Abernathy  
Jenny Kaiser

ATTEST:

Pamela Bohlander  
Secretary of Governing Body

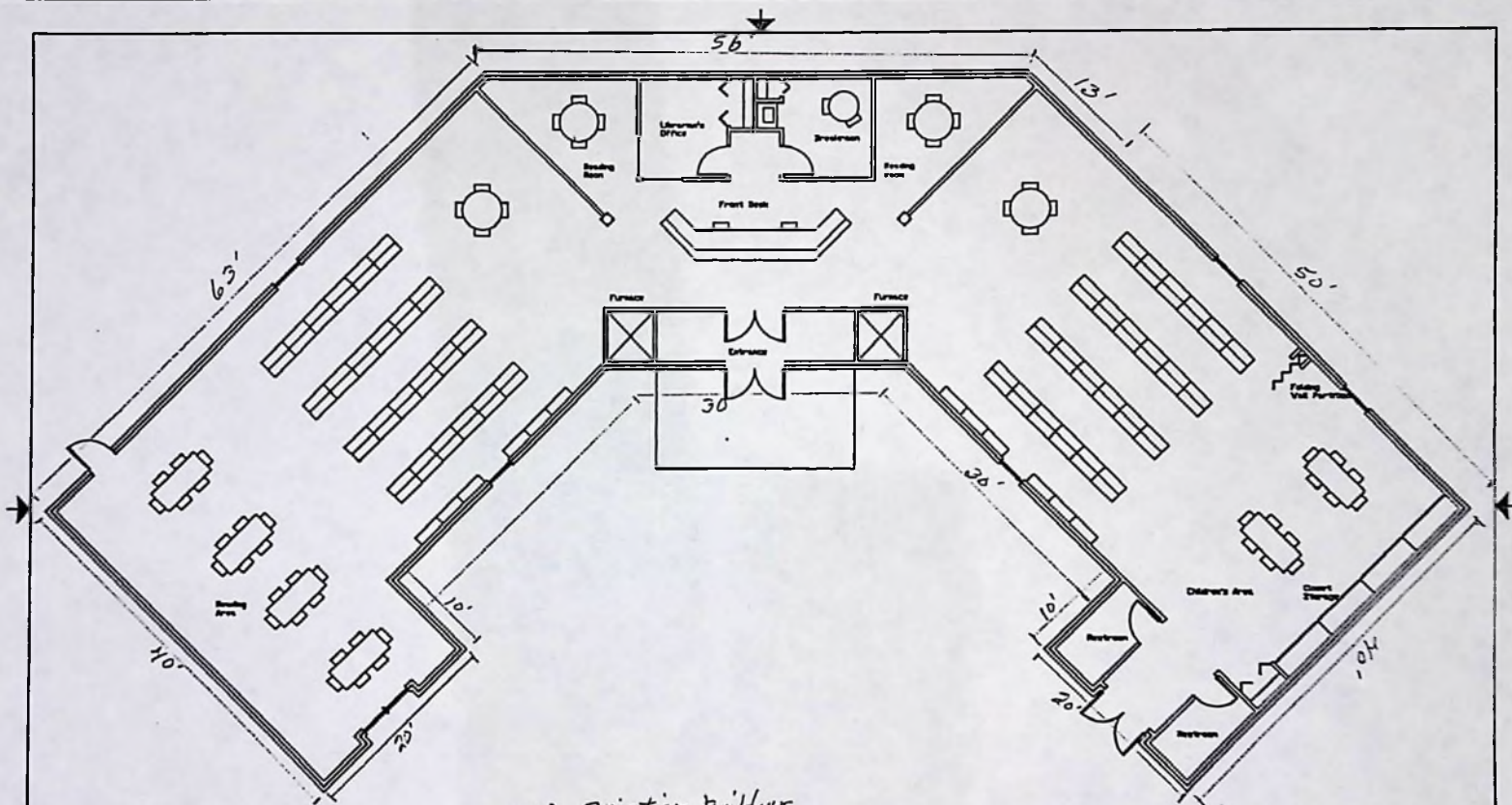
APPROPRIATION REPORT  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 27 FEB 96

OPERATING ACNT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE
411.1	SALARY OF DIRECTOR	27000.00	.00	27000.00	1980.76	3961.52	23038.48
411.2	SALARY OF ASSISTANTS	232797.00	.00	232797.00	18005.03	35503.55	197293.45
411.3	SALARY OF JANITOR	13850.00	.00	13850.00	516.81	1036.84	12813.16
413.1	EMPLOYERS SHARE - F.I.C.A.	20934.00	.00	20934.00	1568.42	3098.38	17835.62
413.3	EMPLOYER'S CONTRIBUT.-P.E.R.F.	23944.00	.00	23944.00	.00	.00	23944.00
413.5	EMPLOYER'S CONTRIB.-GROUP INS.	2669.00	.00	2669.00	.00	120.23	2548.77
413.7	OTHER EMPLOYEE BENEFITS	1500.00	.00	1500.00	.00	.00	1500.00
421.1	OFFICIAL RECORDS	1000.00	.00	1000.00	.00	.00	1000.00
421.3	STATIONERY AND PRINTING	500.00	.00	500.00	84.00	84.00	416.00
421.9	OTHER OFFICE SUPPLIES	5000.00	.00	5000.00	249.46	567.79	4432.21
422.1	CLEANING & SANITATION SUPPLIES	1700.00	.00	1700.00	218.98	285.83	1414.17
422.3	FUEL, OIL & LUBRICANTS	50.00	.00	50.00	.00	.00	50.00
to 422.9	OTHER OPERATING SUPPLIES	1100.00	9.88	1109.88	995.34	1060.97	48.91
423.1	BUILDING MATERIALS & SUPPLIES	500.00	.00	500.00	25.00	25.00	475.00
423.5	REPAIR PARTS	500.00	.00	500.00	.00	.00	500.00
423.9		.00	.00	.00	.00	.00	.00
429.1	BOOK PROCESSING	2000.00	.00	2000.00	453.84	734.24	1265.76
429.2	AUTOMATION	25000.00	.00	25000.00	.00	.00	25000.00
430	OTHER SERVICES AND CHARGES	.00	.00	.00	16.00	22.00	-22.00
431.1	CONSULTING SERVICE	2000.00	.00	2000.00	.00	.00	2000.00
431.3	ENGINEER. & ARCHITECT. SERV.	.00	.00	.00	.00	.00	.00
431.5	LEGAL SERVICES	7000.00	.00	7000.00	.00	.00	7000.00
431.9	OTHER PROFESSIONAL SERVICES	6800.00	20000.00	26800.00	2654.99	7013.12	19786.88
432.1	TELEPHONE & TELEGRAPH	4700.00	.00	4700.00	795.07	1192.81	3507.19
432.3	POSTAGE	1900.00	.00	1900.00	217.81	376.90	1523.10
432.5	TRAVELING EXPENSE	1500.00	.00	1500.00	32.00	32.00	1468.00
432.7	PROFESSIONAL MEETINGS	1000.00	.00	1000.00	.00	431.13	568.87
433.1	ADVERT. & PUBLICAT. OF NOTICES	500.00	.00	500.00	147.35	215.50	284.50
434.1	OFFICIAL BONDS	300.00	.00	300.00	.00	.00	300.00
434.3	OTHER INSURANCE	9000.00	.00	9000.00	.00	.00	9000.00
435.1	GAS	8000.00	.00	8000.00	471.42	1059.61	6940.39
435.3	ELECTRICITY	20000.00	.00	20000.00	260.19	1197.76	18802.24
435.5	WATER	700.00	.00	700.00	77.69	119.03	580.97
435.7	WASTE DISPOSAL SERVICES	220.00	.00	220.00	113.60	129.20	90.80
436.1	BUILDINGS & STRUCTURES	500.00	.00	500.00	.00	.00	500.00
436.3	EQUIPMENT	1500.00	.00	1500.00	.00	.00	1500.00
437.3	EQUIPMENT	1750.00	.00	1750.00	25.20	71.45	1678.55
439.1	DUES	100.00	.00	100.00	.00	.00	100.00
439.2	TAXES & ASSESSMENTS	400.00	.00	400.00	.00	.00	400.00
from 439.7	TRANS. TO LIBR. IMPROV. RES. FUND	10000.00	.00	10000.00	.00	.00	10000.00
from 441	LAND. BLDG., IMPROVE. OTHER THAN	30000.00	.00	30000.00	2029.72	4029.72	25970.28
442	FURNITURE AND EQUIPMENT	8000.00	13900.00	21900.00	3499.98	3499.98	18400.02
443.1	ELWOOD ADULT	22000.00	.00	22000.00	726.35	1779.82	20220.18
443.3	ELWOOD CHILDRENS	9500.00	.00	9500.00	545.13	585.22	8914.78
443.5	FRANKTON	9500.00	100.70	9600.70	733.67	777.43	8823.27
443.7	SUMMITVILLE	9500.00	33.27	9533.27	340.13	978.83	8554.44
443.8	YOUNG ADULT	1000.00	.00	1000.00	.00	.00	1000.00
444	PERIODICALS & NEWSPAPER	6500.00	15.97	6515.97	298.15	729.75	5786.22

APPROPRIATION REPORT  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----

27 FEB 96

OPERATING ACNT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE
445.1	ELWOOD	3000.00	.00	3000.00	260.32	260.32	2739.68
445.3	FRANKTON	1000.00	.00	1000.00	54.90	168.15	831.85
445.5	SUMMITVILLE	1000.00	.00	1000.00	132.61	132.61	867.39
445.7	SUMMER READING CLUB	.00	.00	.00	128.84	128.84	-128.84
449	UN-APPROPRIATED EXPENSE	.00	.00	.00	291.80	291.80	-291.80
	-TOTAL-	538914.00	34059.82	572973.82	37950.56	71701.33	501272.49



1700 Existing Buildings  
 5080 5271

		Summitville Library Expansion			
DRAWN	DATE	Preliminary Floor Plan			
JAB	3/3/96	SIZE	FSCH NO.	DWG NO.	REV.
CHECKED		SCALE		SHEET	OF
DESIGN					

Summitville Utilities

C. Bldg	1995		1995		Projected 2 years Costs - New Bldg
	Actual	mos.	New Bldg Actual		
Gas	1-5	799.16	6-12	None	
Elec.	1-5	541.64 (yr 1260.65)		719.01	x 2 = 1438.02
Water	1-5	105.41 (yr 270.83)		185.45	x 2 = 370.90
Waste Disp	1-5	69.20 (yr 134.70)		65.50	x 2 = 131.00
Rent	1-5	1250.00			1939.92

Jan. Gas	1996 Actual		Estimate	
			Budgeted	
Jan. Gas	-0-		1500.	
Jan. Elec.	199.90	}	1500.	1703.25
Feb. Elec.	212.44			
Jan. Water	19.08	}	100.	370.00
Feb. "	10.06			
Jan. Waste	15.60	}	100.	140.00
Feb. "	31.20			
			<u>\$3200. 2213.25</u>	

PUBLIC LIBRARY APPLICATION FOR STATE FUNDS

To: Indiana State Library

The NORTH MADISON COUNTY Public Library  
 (Legal name of library)  
124 North 16th Street Elwood, IN 46036  
 (address of library)

STATE OF INDIANA, MADISON COUNTY, ss:

we hereby apply for the distribution of state funds to public libraries.

Converted to Public library law (IC 20-14) or adopted provisions of Public library law (IC 20-14) YES (yes or no)

Provides free library cards for all county residents or provides library cards for a fee for all county residents YES (yes or no)

Signed by: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please return completed application by April 3 to the Library Development Office, Indiana State Library, 140 North Senate Avenue, Indianapolis, IN 46204-2296.

NOTE: County contractual library must submit an application separate from the city library application.

LDO/ISL



**TRANSMITTAL**

DATE: 1 March, 1996  
 PROJECT: Elwood Public Library  
 IDG #950017  
 TO: North Madison County Public Library System  
 124 North 16th Street  
 Elwood, IN 46036-1598

Total Architectural Development

- WE TRANSMIT  Herewith  Per Your Request  
 FOR YOUR  Approval  Use  Resubmission  
 Review/Comment  Record  
 THE FOLLOWING  Original  Change Order  Samples  
 Drawings  Shop Drawings  Contracts  
 Computer Disk  Specifications  Product Literature

Copies	Date	Description
2	2/27/96	Payment Application No. 140-1 Rev. from M. D. Rowe Construction

Remarks: This pay applications is signed and ready for payment to the Contractor.

By: Al Cox, Construction Administration

Cc: File 950017

The InterDesign Group, Inc.  
 141 East Ohio Street  
 Indianapolis, Indiana 46204  
 317/263-9655  
 Fax 317/263-9644



6 March 1996

Total Architectural Development

North Madison County Public Library System Leasing Corporation  
 124 North 16th Street  
 Elwood, Indiana 46036-1598  
 Attention: Ms. Jan Helping

**INVOICE**

North Madison County Public Library  
 IDG No. 950017

For Professional Services Rendered in Accordance  
 With Owner/Architect Agreement dated 31 March 1992

For Period 31 January 1996 to 29 February 1996

**BASIC COMPENSATION**

Per Article 10.3 and 11.2.1

Professional Fee		\$ 155,000.00
Schematic Design Phase	100% Complete	23,000.00
Design Development	100% Complete	31,000.00
Construction Document	100% Complete	56,000.00*
Bidding/Negotiations Phase	100% Complete	14,000.00
Construction Administration	45% Complete	31,000.00

Total Earned to Date \$ 139,825.00  
 Less Previous Invoices 135,625.00

**SUBTOTAL \$ 4,200.00**

Remaining Fee To Be Invoiced \$ 15,175.00

**REIMBURSABLE EXPENSES**

Per Article 10.2

Travel Mileage \$ 89.04

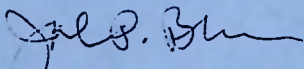
**SUBTOTAL \$ 89.04**

The InterDesign Group, Inc.  
 141 East Ohio Street  
 Indianapolis, Indiana 46204  
 317/263-9655  
 Fax 317/263-9644

SUMMARY

Basic Service	\$ 4,200.00
Reimbursable Expenses	89.04
<b>TOTAL AMOUNT DUE THIS INVOICE</b>	<b>\$ 4,289.04</b>

The InterDesign Group, Inc.



Joel P. Blum, AIA

JPB/nm  
 Facsimile Transmitted 3/6/96

As information to North Madison County Public Library System Leasing Corporation \$996.00 has been deferred at this time for consideration of cost to be invoiced to the Construction Administration Contingency provided in the Bond Issue in the amount of \$15,000.00.

Total To Date Amounts To \$7,548.00.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
 MONTHLY CIRCULATION REPORT

	FEBRUARY 1996	FEBRUARY 1995	PERCENT CHANGE	YTD
<b>ELWOOD</b>				
ADULT	2766	2958	-6%	5591
JUVENILE	2269	2579	-12%	4534
PERIODICAL	374	425	-11%	812
AUDIO	108	211	-49%	237
VIDEO	1728	2043	-15%	3416
<b>TOTAL</b>	<b>7245</b>	<b>8216</b>	<b>-12%</b>	<b>14590</b>
<b>FRANKTON</b>				
ADULT	1155	865	34%	2168
JUVENILE	695	560	24%	1347
PERIODICAL	200	150	33%	396
AUDIO	0	0	0	0
VIDEO	922	593	55%	1744
<b>TOTAL</b>	<b>2972</b>	<b>2168</b>	<b>37%</b>	<b>5655</b>
<b>HAZELBAKER</b>				
ADULT	674	537	26%	1396
JUVENILE	432	470	8%	795
PERIODICAL	118	121	-2%	241
AUDIO	3	0	100%	6
VIDEO	571	407	40%	1029
<b>TOTAL</b>	<b>1798</b>	<b>1535</b>	<b>17%</b>	<b>3467</b>
<b>SYSTEM TOTAL</b>				
ADULT	4595	4360	-5%	9155
JUVENILE	3396	3609	6%	6676
PERIODICAL	692	696	1%	1449
AUDIO	111	211	-47%	243
VIDEO	3211	3043	6%	6189
<b>TOTAL</b>	<b>12015</b>	<b>11919</b>	<b>1%</b>	<b>23712</b>

IN-HOUSE REFERENCE (ELWOOD ADULT ONLY) 535  
 TELEPHONE REFERENCE (ELWOOD ADULT ONLY) 730  
 DATABASE SEARCHES (ELWOOD ADULT ONLY) 81  
 PATRON ASSISTANCE (ELWOOD ADULT ONLY) 381  
 DURING THIS MONTH THE LIBRARY SYSTEM PRESENTED 30 PROGRAMS  
 ATTENDED BY 275 PERSONS

EXPENDITURES TO BE ALLOWED  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 11 MAR 96

PAGE 1

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
-PAID AFTER BOARD MEETING-					
015334	00138	CAROLYN LAHBERTSON	21.90	14-FEB-96	PETTY CASH REIMBURSEMENT
013426	00139	SPARK	-19.95	14-FEB-96	OUTSTANDING CHECK DATED 11-0
012325	00140	READER'S DIGEST ASSOCI	-22.18	14-FEB-96	SUBTRACT OUTSTAN.CK.DATED 8-
015335	00142	JULIE CLEVINGER	250.00	21-FEB-96	REPLACE CK. #14468 - LOST
PAYROLL	00143	PAYROLL	10262.49	21-FEB-96	CHECKS 003747-003765
PAYROLL	00144	PAYROLL DEDUCTIONS	-4853.42	21-FEB-96	CHECKS 003747-003765
015336	00145	STAR FINANCIAL BANK	2716.85	21-FEB-96	FED. & FICA TAXES - P/R 2-21
015337	00146	INDIANA DEPARTMENT OF	806.80	21-FEB-96	STATE & COUNTY TAX - FEBRUAR
015338	00147	MADISON COUNTY SCHOOL	1931.82	21-FEB-96	CREDIT UNION DEDUCTIONS - 2-
015339	00148	INDIANA DEFERRED COMPE	278.45	21-FEB-96	DEDUCTIONS - P/R 2-21-96
015340	00149	GLENNA STEWART	41.80	21-FEB-96	PAYMENT/THEFT OF PERSONAL AR
015341	00150	AMERITECH	107.28	21-FEB-96	TELE. - SUMMITVILLE
015342	00151	INDIANA-AMERICAN WATER	20.98	21-FEB-96	WATER - SUMMITVILLE
015343	00152	INDIANA MICHIGAN POWER	12.54	21-FEB-96	ELEC. - SUMMITVILLE
XXXXX	00153	DOVER PUBLICATINS, INC	.00	21-FEB-96	WRONG ACCOUNT NO.
015276	00154	ARAB TERMITE & PEST CO	.00	26-FEB-96	CORRECT ACCT. NO.S
015282	00155	BAUERS	.00	26-FEB-96	CORRECT ACCOUNT
015289	00156	DEMCO	.00	26-FEB-96	TO CORRECT ACCT. NO.
015306	00157	KHART	.00	26-FEB-96	TO CORRECT ACCT.NO.
015297	00158	HORTON'S & SONS OF ELW	.00	26-FEB-96	TO CORRECT ACCOUNT NO.
XXXXX	00159	LIBRARY VIDEO COMPANY	.00	26-FEB-96	TO CORRECT ACCT. NO.
014468	00160	JULIE CLEVINGER	-250.00	26-FEB-96	STOP PAYMENT FOR CHECK#01446
015344	00161	CITY OF ELWOOD NON-REV	223.25	26-FEB-96	HEALTH INS. PREM.-MARCH 96
--TOTAL--			11528.61		
-CURRENT EXPENDITURES-					
015345	00170	MARGLD ETCHISON	2000.00	06-MAR-96	PMT.FOR SERV.-CLERK-OF-THE-W
015346	00171	POSTMASTER	26.00	06-MAR-96	STAMPS - FRANKTON, SUMMITVIL
015347	00172	STAR FINANCIAL BANK	2705.48	06-MAR-96	FICA & FED. TAXES - P/R 3-6-
015348	00173	MADISON COUNTY SCHOOL EMPLOY	1933.99	06-MAR-96	CREDIT UN. DEDUCT. P/R 3-6-9
015349	00162	22ND STPEET HARDWARE	2.49	11-MAR-96	MAINT. SUPPLIES
015350	00163	ARAB TERMITE & PEST CONTROL	18.00	11-MAR-96	PEST CONTROL
015351	00164	A E BOYCE CO INC	132.29	11-MAR-96	PURCHASE ORDER FORMS
015352	00165	GANNIE AUSTIN	222.00	11-MAR-96	FRANKTON LIBRARY SIGN
015353	00166	DEMCO	340.79	11-MAR-96	FRANKTON BOOK-ENDS, ELWOOD S
015354	00167	DIANA L. SHEPARD	9.50	11-MAR-96	MILEAGE
015355	00168	DUO SUPPLY COMPANY	49.79	11-MAR-96	CLEANING SUPPLIES
015356	00169	GARETH STEVENS	139.86	11-MAR-96	ELWOOD CHILDREN'S BOOKS
015357	00174	AMERITECH	186.15	11-MAR-96	ELWOOD TELEPHONE
015358	00175	AT&T	29.49	11-MAR-96	TELE. - SUMMITVILLE, ELWOOD
015359	00176	AT&T	1.32	11-MAR-96	TELE. - FRANKTON
015360	00177	AUDIO VISUAL COMMUNICATIONS	156.00	11-MAR-96	SERV. AGREE. FOR APRIL
015361	00178	BAKER & TAYLOR BOOKS	1273.98	11-MAR-96	BOOKS, ELWOOD,FRANKTON,SUMMI
015362	00179	CITY WATER & SEWAGE DEPT.	19.23	11-MAR-96	WATER - ELWOOD
015363	00180	CHRISTIAN BOOK STORE	567.90	11-MAR-96	BOOKS,SUMMITVILLE
015364	00181	CHRONICLE TRIBUNE	117.00	11-MAR-96	SUBSCRIP.-ELWOOD

EXPENDITURES TO BE ALLOWED  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 11 MAR 96

PAGE 2

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
015365	00182	FRANKTON JOURNAL	14.00	11-MAR-96	SUBSCRIP. - FRANKTON
015366	00183	GAYLORD BROS.	155.99	11-MAR-96	SUPPLIES
015367	00184	HENRY HOLT AND COMPANY, INC.	184.66	11-MAR-96	BOOKS - ELWOOD CHILDRENS
015368	00185	HUNTINGTON NATIONAL BANK OF	10000.00	11-MAR-96	TRANSF.FROM OPER.TO LIRF
015369	00186	HIGHSMITH CO.,INC.	30.60	11-MAR-96	CREDIT DUE
015370	00187	INCOLSA	50.00	11-MAR-96	MEMBERSHIP FEE
015371	00188	INDIANA CHAMBER OF COMMERCE	34.25	11-MAR-96	DIRECTORIES, ELWOOD, FRANK.,
015372	00189	INDIANA GAS COMPANY	401.33	11-MAR-96	GAS - FRANKTON, ELWOOD
015373	00190	INDIANA MICHIGAN POWER COMPA	616.03	11-MAR-96	ELECT. - ELWOOD
015374	00191	INGRAM DISTRIBUTION GROUP IN	134.70	11-MAR-96	BOOKS - FRANKTON, SUMMITVILL
015375	00192	JANE A. BECKLEY	2000.00	11-MAR-96	LEASE PAYMENT - FRANKTON BLD
015376	00193	KHART	41.84	11-MAR-96	VIDEO, SUPPLIES
015377	00194	LEISURE ARTS	21.90	11-MAR-96	BOOK - FRANKTON
015378	00195	LEARNER PUBLICATIONS COMPANY	14.96	11-MAR-96	BOOK - ELWOOD CHILDRENS
015379	00196	LIBRARY CORPORATION, THE	1128.00	11-MAR-96	LABELS & TRAINING
015380	00197	LIBRARY STORE INC., THE	138.35	11-MAR-96	BOOK PROC.SUPPLIES
015381	00198	MADISON COUNTY COMMUNITY FOU	10.00	11-MAR-96	FOUNDATION WORKSHOP
015382	00199	MICHIE	37.22	11-MAR-96	BOOK - ELWOOD
015383	00200	MICROMARKETING ASSOCIATES	53.90	11-MAR-96	VIDEOS - ELWOOD
015384	00201	HILLBROOK PRESS, INC.	72.81	11-MAR-96	BOOKS - ELWOOD CHILDRENS
015385	00202	MIDWEST EXCHANGE	325.80	11-MAR-96	VIDEO - ELWOOD, FRANKTON
015386	00203	OLYMPIA BOOK CORP	1838.78	11-MAR-96	BOOKS - FRANKTON
015387	00204	QUILL CORPORATION	475.79	11-MAR-96	OFFICE SUPPLIES
015388	00205	RESCO D.S., INC.	43.38	11-MAR-96	MISC. SUPPLIES
015389	00206	SPECIALTY STORE SERVICES, IN	107.10	11-MAR-96	VIDEO CASES
015390	00207	SUMMITVILLE CITY SEWAGE SYST	15.60	11-MAR-96	SEWAGE - SUMMITVILLE
015391	00208	UNIVERSITY BOOK SERVICE	147.96	11-MAR-96	BOOKS - ELWOOD CHILDREN'S
015392	00209	UNITOG RENTAL SERVICES	49.60	11-MAR-96	CLEANING SUPPLIES
015393	00210	WORLD ALMANAC EDUCATION	489.28	11-MAR-96	BOOKS - FRANKTON
015394	00211	BINGHAM, FARRER & WILSON	150.00	11-MAR-96	CHARGE FOR TAX EXEMP.FILINGS
015395	00212	AT & T	49.25	11-MAR-96	TELE. MAINTENANCE
015396	00213	GTE NORTH INDIANA OPERATIONS	131.42	11-MAR-96	TELE - FRANKTON
015397	00214	RAMSAY BUSINESS PRODUCTS	370.80	11-MAR-96	OFFICE SUPPLIES & SERVICE
--TOTAL--			29266.56		
			-----		
			PRIOR MONTH TOTALS		11528.61
			CURRENT MONTH TOTALS		29266.56
			-----		
			GRAND TOTALS		40795.17



ALLOWANCE OF CLAIMS

WE HAVE EXAMINED THE CLAIMS LISTED ON THE FOREGOING REGISTER OF CLAIMS, CONSISTING OF 2 PAGES, AND EXCEPT FOR CLAIMS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH CLAIMS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF 40795.17. DATED 12-FEB-96.

<u>Jerry Kaiser</u>	<u>Linda Anglin</u>
<u>Barbara Abernathy</u>	_____
<u>Brenda Carey</u>	_____
<u>Amelia Bollender</u>	_____

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

Dear Patron:

We at North Madison County Public Library are pleased to announce our participation in a new program that offers us a chance to earn **FREE COMPUTERS AND COMPUTER ACCESSORIES** each time our patrons shop at Marsh Supermarkets.

The Fresh IDEA - Computers For Communities Program rewards our library with points for every purchase our supporters make at Marsh with the Fresh Idea Card. Points which can be redeemed for state of the art Compaq and Apple computers.

We encourage all of you to visit your local Marsh Supermarket, sign-up for the Fresh Idea card (if you don't already have one) and register for the Fresh Idea - Computers For Communities Program. Even if you've already signed up to support another organization, you can still participate on behalf of the library. Each card member is allowed up to four designated organizations per card. Purchase dollars will be evenly divided between these registrants.

Our FRESH IDEA - Computers for Communities enrollment number, which you will need to register for the program, is 3175525001.

Receiving this computing gift can only help us better serve our community. With your help, we will be able to obtain new, much needed equipment.

Thanks for your help!



Kathi Wittkamper, Director

LAMINATING SERVICES AGREEMENT

Laminating service provided by the Elwood Public Library affixes a transparent, protective film to both sides of flat paper products. Charges for the service are calculated by cost-per-inch of the item's length, regardless of the width. Items up to 25" wide and 1/8" thick can be accommodated by the machine. There is a \$.50 minimum charge.

It is most cost-effective to laminate multiple items at any given time. Therefore, patrons are advised that items will not be laminated "on demand," but rather, patrons will be notified as soon as work is completed. Patrons may expect that work to be completed within a period no longer than three (3) normal business days for the library.

Because the lamination process is permanent, and requires the application of heat, it is the patron's responsibility to determine if this lamination procedure is appropriate as requested. Photographs, FAX transmissions and other documents may be damaged or destroyed by the lamination process. By signing this agreement, the patron releases the library and its employees from any responsibility for damage to the patron's document(s).

Employee taking request: \_\_\_\_\_

Date and time: \_\_\_\_\_

Description of item(s), including dimensions: \_\_\_\_\_

Length x \$.02-per-inch = service fee: \_\_\_\_\_  
(\$ .50 minimum charge)

Receipt Number: \_\_\_\_\_

Patron signature: \_\_\_\_\_

\*\*\*\*\*  
Work completed by: \_\_\_\_\_

Date and time: \_\_\_\_\_

Patron contacted by: \_\_\_\_\_

Date and time: \_\_\_\_\_

Item released by: \_\_\_\_\_  
(Property to be released only to patron who signed above.)

Date and time: \_\_\_\_\_

Item received by: \_\_\_\_\_

BINGHAM, FARRER & WILSON

A PROFESSIONAL CORPORATION  
ATTORNEYS AT LAW  
P.O. Box 494  
ELWOOD, INDIANA 46036

MICHAEL E. FARRER  
JAMES W. WILSON

(317) 552-9878

DAN M. BINGHAM  
1950-1981

February 19, 1996

Ms. Kathi Wittkamper, Director  
North Madison County Public Library System  
124 16th street  
Elwood, IN 46036

RE: Library Leasing Corp.  
Property Tax Exemption Status

Dear Kathi:

This last Friday, I was advised by Annamarie of the Madison County Auditor office that the Leasing Corporation does not need to file a real estate property tax exemption application. Annamarie advises me that the exemption is automatic due to the municipal character of the leasing corporation.

In addition to the above, I was advised that if her understanding was incorrect, she would rectify the situation.

Sincerely,

BINGHAM, FARRER & WILSON, P.C.

*James W. Wilson*  
\_\_\_\_\_  
JAMES W. WILSON

JWW/k1



# STATE OF INDIANA

EVAN BAYH, Governor

Charles Ray Ewick, Director

## INDIANA STATE LIBRARY

140 North Senate Avenue  
Indianapolis, IN 46204-2296  
Tel. (317) 232-3675  
FAX (317) 232-3728  
TDD (317) 232-7763

December, 1995

To: All Public Library Directors  
From: Library Development Office, Indiana State Library  
Subject: Public Library Distribution

The enclosed Public Library Application for State Funds should be filled out and returned by all public libraries by **April 3, 1996**. We are sending out the form earlier this year so that you can return it to us as soon as possible. We request that you return the application by **certified mail** so that you will have a receipt for proof of application.

IC 4-23-7.1-29 establishes a method for distributing state funds to public library districts. This law provides that the State Library shall distribute the amount each library is entitled to no later than August 1 of each year. The distribution may be based on:

1. the population served by each eligible public library district;
2. the level of services offered; and
3. the loans made by the public library district to others outside the public library's taxing district.

Since the budget amount for the state distribution is still under consideration by the legislature, we are unsure of the amount or method of the distribution for 1996. You will be notified about specifics after the end of the legislative session.

To be eligible for payment, a public library must:

1. Comply with standards and rules established in IC 4-23-7.1-11 (Your status in complying with standards will be determined after we receive the form *Statement of Compliance With Standards* and, if applicable, *Statement of Intent to Comply With Standards*).
2. Comply with IC 20-14.
3. Submit an application to the State Library, and
4. Provide for the issuance of free library cards or for the issuance of library cards for a fee to all individuals who reside in the county in which the public library district is located.

The funds received in this distribution must be appropriated.

**Standards for Public Libraries  
Open Forum**

Dear Library Director:

The Public Library Services Committee of the Indiana State Library Advisory Council invites you and your trustees to attend an open forum on revision of the Standards for Public Libraries. The Committee has drafted new Standards but would like to receive comments from the library community before proceeding in the process of amending the current Standards. You will find a copy of the proposed Standards enclosed in this mailing. Please read it over and come to the forum with your questions and comments. Members of the Public Library Services Committee and staff of the Indiana State Library will be present to respond to your comments.

**Open Forum on Standards**

Tuesday, April 2, 1996 Indianapolis-Marion County Public Library Services  
Center, 2450 N. Meridian St., Indianapolis, IN  
Room 226B

9:30 a. m. - 10:00 Registration  
10:00 a. m. - 12:00 (noon) Forum

No pre-registration  
No fee  
Coffee available

Members of the Public Library Services Committee are:

Carol Smyth, Morrisson-Reeves Public Library in Richmond (Chair)  
Betty Martin, Vigo County Public Library  
Lois Kissel, Fort Branch Public Library  
jan gillespie, INCOLSA  
Beth Booth Poor, Bartholomew County Public Library  
Kathie Scott, Pulaski County Public Library  
Nick Schenkel, West Lafayette Public Library  
David Eisen, Mishawaka-Penn Public Library  
Beverly Gard, Greenfield  
Virginia Rose, Bloomington

*If you need special accommodations, please contact the Library Development Office, Indiana State Library, at 1-800-451-6028 or 317-232-3697.*

INDIANA LIBRARY AND HISTORICAL BOARD

Rule

Standards for Public Libraries  
Eligible to Receive State and Federal Funds

(Effective )

PURPOSE

Standards for public libraries are established to encourage local libraries to maintain a minimum level of service and to establish criteria for eligibility to receive state and federal appropriations.

ELIGIBILITY TO RECEIVE STATE FUNDS; DETERMINATION

The eligibility of a public library to receive state funds under the provisions of any program for which the Indiana State Library is the administrator shall be determined as follows:

- (a) by compliance with any requirements that may be set forth in state legislation providing for such funds;
- (b) by compliance with Indiana law; and
- (c) by compliance with the standards promulgated by the Indiana Library and Historical Board.

SECTION A. GOVERNANCE, FUNDING AND ADMINISTRATION

MINIMUM STANDARDS FOR PUBLIC LIBRARIES

*Rationale:* The State of Indiana has provided for the establishment, maintenance and development of public libraries and for the public support of library service in Article 14, Title 20 of the Indiana Code. Each library is governed by a board of trustees which is responsible for policy-making and planning based on a knowledge of the community, its service needs and current library standards and trends. The library director is responsible for administering the total library service program and planning for future needs. The primary responsibility for the funding of public library service rests with the community served. Just as planning, policy-making, and programming are community based, tax support for the library's program of service also originates at the local level. State and federal support is intended to supplement rather than replace local effort, and to encourage resource sharing.

Standard 1.

A. The library must operate in compliance with Indiana laws including the Public Library Law (IC 20-14-2; IC 20-14-6; IC 20-14-7-6), the Indiana Library and Historical Department Law (IC 4-23-7) and other Indiana laws that affect municipal units.

B. The library must comply with federal laws affecting employment practice and facilities management.

Standard 2. The library board shall be governed by written by-laws which outline its purpose and operational procedures. The library is encouraged to file a current copy with the Indiana State Library.

Standard 3. The library shall have a written long-range plan of service which includes a statement of community needs, goals, measurable objectives, and a method for periodic review and evaluation. Such plans should include participation by the community, library board and staff. The library is encouraged to file a current copy with the Indiana State Library.

Standard 4. The library shall have a written automation plan that conforms with the Automation Standards adopted by the Indiana Library and Historical Board. (590 IAC 2) The library is encouraged to file a current copy with the Indiana State Library.

Standard 5. The library board shall adopt a written collection development policy and adopt principles of access to all library materials and services. The library is encouraged to file a current copy with the Indiana State Library.

Guideline

*The following guideline is provided as a suggestion for a higher level of service. Guidelines are not required at this time.*

*The library board should adopt the principles of the Library Bill of Rights.*

Standard 6. The library board and director shall maintain their separate functions -- the board is responsible for governance and the director for administration.

Standard 7. All library trustees shall follow the principles discussed in current state publications for trustees (i. e. IN The Public Trust).

Guideline

*The following guideline is provided as a suggestion for a higher level of service. Guidelines are not required at this time.*

*The library director should encourage trustees to participate in at least one seminar or workshop pertinent to their duties each year.*

## SECTION B. PERSONNEL

*Rationale:* The effectiveness of a library in serving its community depends on a staff of well-trained individuals that are committed to the library's goals of service and are sufficient in number to meet those goals. Library personnel are responsible for interpreting the community's information needs and providing effective ways to meet those needs. With the vast growth of new knowledge, the demand by patrons for extensive new information, the introduction of new technology, the needs of a population that is increasingly better educated, outreach programs to attract new groups of patrons, and changing trends of service, it is essential that a library have trained library personnel who are given the opportunity to maintain and improve their skills. The library board and administration are responsible for hiring staff with education and experience appropriate to the position's level of responsibility and to provide the staff with personnel policies and operating procedures to enable the staff to meet the community's need for library and information services.

Standard 8. The library must be in compliance with the Indiana Library Certification Law (IC 20-14-12) and regulations promulgated by the Indiana Library and Historical Board. In addition, the library board is responsible for hiring a full time library director with the education and experience required for the size of population served by the library as specified:

1. Serving a population of 5,000 or less:
  - a. Two years of academic education in an accredited college or university, plus
  - b. At least nine additional semester hours of approved library education.
2. Serving a population from 5,001 to 10,000:
  - a. Bachelor's degree from an accredited college or university and
  - b. At least fifteen semester hours of approved library education.
3. Serving a population from 10,001 to 25,000:
  - a. Graduation from an accredited college or university, and
  - b. One year of accredited library education.
4. Serving a population from 25,001 to 150,000:
  - a. Graduation from an accredited college or university, and
  - b. One year of accredited library education, and
  - c. Three years of library experience after completing the one year of accredited library education.
5. Serving a population greater than 150,000:
  - a. Graduation from an accredited college or university, and
  - b. One year of accredited library education, and
  - c. Six years of library experience including at least three years of administrative experience after completing the one year of accredited library education.

Standard 9. The library board shall classify employees, adopt schedules of salaries and prescribe their duties, all with the advice and recommendations of the library director.

Standard 10. The library shall have written personnel policies and procedures. Written personnel policies and procedures should address at least the following: a) employment practices (recruitment, selection, and appointment); b) personnel actions (placement, performance evaluations, promotions, grievances, disciplinary actions, personnel records); c) salary administration; d) employee benefits; e) conditions of work; f) leaves. The library is encouraged to file a current copy with the Indiana State Library.

Standard 11. The library shall support continuing education for staff and trustees.

Guideline

*The following guideline is provided as a suggestion for a higher level of service. Guidelines are not required at this time.*

*The library should support continuing education for staff and trustees with paid time off and financial assistance for fees, travel, lodging, and related expenses.*

### SECTION C. FACILITIES AND ACCESSIBILITY

*Rationale:* The physical facility in which the library operates is a crucial determinant of the library's ability to meet community needs. An efficient, well-designed building should be conveniently located, be accessible to all individuals, and provide adequate space and furnishings for materials and services. The library is responsible for maintaining a safe facility for its staff and patrons. The library trustees and director should be aware of local, state and federal building codes which pertain to public buildings.

Standard 12. All newly constructed and existing library facilities (central buildings and branches) must be in compliance with local, state, and federal building, health and safety codes.

Standard 13. The library must comply with provisions of the federal Americans With Disabilities Act to make its services available to everyone.

Standard 14. Hours of service shall be provided as follows:

- A. A library serving a population of 15,000 or less must be open a minimum of 20 hours each week, including at least one evening until 8:00 p. m. and at least four hours on one weekend day.
- B. A library serving a population between 15,000 and 30,000 must be open a minimum of 45 hours each week, including at least two evenings until 8:00 p. m. and at least six hours on one weekend day.
- C. A library serving a population over 30,000 must be open a minimum of 55 hours each week, including at least three evenings until 8:00 p. m. and at least eight hours on one weekend day.

### SECTION D. SERVICES AND RESOURCES

*Rationale:* A library should provide services and materials that are responsive to the informational, educational, personal, and cultural needs of the community it serves. The community should have maximum accessibility to the resources of its public library. Since no single library can provide all the services and materials its community needs, the resource sharing programs in Indiana enable people to have access to materials and information from all over the state and the nation. For library patrons to have access, however, a library must participate in these programs and publicize their availability.

Standard 15. The library shall provide the following minimum services:

- (1) Acquisition, organization and loan of materials.
- (2) Availability of general collections to the public at all times the library is open.
- (3) A telephone listed in the library's name.
- (4) Interlibrary loan.

Standard 16. The library shall participate in the Indiana Cooperative Library Services Authority (INCOLSA).

Standard 17. A library that serves a population over 15,000 shall provide reference services, children's services, library sponsored programming, audiovisual services, and special services.

Standard 18. A library shall inform its public of the services available and encourage use of these services.

Standard 19. A library shall provide at least a base level of technology consisting of a computer, modem, fax, printer, and software by January 1, 1998.

#### Guideline

*The following guideline is provided as a suggestion for a higher level of service. Guidelines are not required at this time.*

*A library should be connected to the Internet and provide access to a wide variety of electronic resources by January 1, 1999.*

### SECTION E. IMPLEMENTATION PROCEDURE

*Rationale:* Minimum standards for Indiana Public Libraries will become effective on A form will be distributed with the Annual Report form on which the library will certify to the State Library that it meets each standard. If it does not meet all standards the library can request a waiver for those standards it does not meet. That waiver request must be accompanied by a statement of the library's intention and its plan to comply with those standards.

The State Librarian, with the advice of the Public Library Services Committee of the Indiana State Library Advisory Council (ISLAC), will render a written decision within eight weeks of receiving the request. Consideration of the request will include the basis for the request and the plan for compliance.

If the request is denied, the library may appeal the decision by sending a written request for appeal within ten days of receiving the decision. The written request for appeal must be sent to the president of the Indiana Library and Historical Board, with a copy to the State Librarian. The appeal will be heard by the Board at its next regular meeting and written response will be sent to the library within ten days of the hearing. The decision of the Board is final.

Standard 20. The library shall file with the Indiana State Library by February 1 of each year an annual report for the preceding calendar year, as of December 31, in the form(s) prescribed by the Indiana State Library. Included in the report shall be a statement certifying which standards have been met, including a statement outlining the library's intention and specific measures planned to reach the remaining requirements not met at that time.

Any falsification of statements certifying which standards have been met would result in a library being required to return to the Indiana State Library any state or federal funding that was received.

Rule I, establishing standards for libraries eligible to receive state funds was adopted by the Indiana Library and Historical Board this th day of and the Secretary of the Board is hereby directed to submit six (6) copies of the aforesaid Rule to the Attorney General of Indiana, for his approval as to the legality of the same and when so approved to submit said copies to the Governor of Indiana for approval, and thereafter file the original approved copy and one (1) duplicate approved copy thereof with the Legislative Council of Indiana.

INDIANA LIBRARY AND HISTORICAL BOARD  
S/

Approved as to Legality and Form:  
S/  
Attorney General of Indiana

Approved:  
S/  
Governor of Indiana

Filed:  
Public Law Department  
Legislative Services Agency

Filed:  
S/  
Secretary of State of Indiana

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**CIRCULATION - PUBLIC ACCESS CATALOG NETWORK**


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		<u>Cost</u>	<u>Annual Support</u>
<b>SOFTWARE</b>			
1	<b>BiblioFile Circulation Multiple Station Software</b> <i>includes: BiblioFile Circulation software, documentation, "basic" MARC database setup and analysis from clean MARC file, free loan of patron entry software (if requested)</i>	\$ 4,000	\$ 1,000
	<i>NOTE: Additional charges may apply if data is not from a single vendor and/or "clean."</i>		
	<i>support includes: unlimited access to 24 hour toll-free help, software enhancements as they become available</i>		
1	<b>BiblioFile Public Access Catalog Network Software</b> <i>includes: Public Access Catalog software and documentation (\$500 value)</i>	\$ 500	
1	<b>BiblioFile Public Access Catalog Network License</b> <i>includes: up to 12 updates per year to library catalog, unlimited access to toll-free help, software enhancements as they become available</i>		
	3 user license		\$ 1,185
<b>ONE TIME CHARGE</b>			
1	<b>Public Access Catalog Creation</b> <i>Mastering of library catalog on compact disc from "clean" MARC database</i>	\$ 750 estimated	
	<i>@ \$250 + \$0.01-.035 per record</i>		



The Library Corporation

	<u>Cost</u>	<u>Annual Support</u>
<b>HARDWARE</b>		
1 <b>Circulation Supervisory Node</b> <i>includes: 486 DX, 66 MHz computer with 8 MB RAM, 850 MB hard disk, 3.5" and 5.25" floppy drives, MS-DOS v6.2, Ethernet network card, CCD barcode scanner, VGA color monitor, standard keyboard, power strip, necessary cabling to connect to file server</i>	\$ 2,100	\$ 315
2 <b>Circulation Nodes</b> <i>includes: 486 DX, 66 MHz computer with 8 MB RAM, 850 MB hard drive, 3.5" floppy drive, Ethernet network card, CCD barcode scanner, VGA color monitor, standard keyboard, power strip, necessary cabling to connect to file server</i>	\$ 4,020	\$ 608
<i>2 @ \$2,010 each, 2 support @ \$304 each</i>		
3 <b>Public Access Catalog Nodes</b> <i>includes: 486 DX, 66 MHz computer with 8 MB RAM, 850 MB hard drive, 3.5" floppy drive, Ethernet network card, VGA color monitor, special color-coded keyboard, power strip, necessary cabling to connect to file server</i>	\$ 5,178	\$ 777
<i>3 @ \$1,726 each, 3 support @ \$259 each</i>		
1 <b>Internal CD-ROM Drive</b> <i>for transferring PAC data to file server; can be located on any station on the network</i>	\$ 133	\$ 25

The Library Corporation

	<u>Cost</u>	<u>Annual Support</u>
<b>PERIPHERALS AND OTHER COSTS</b>		
1 <b>Telecommunications Package</b> <i>for remote support of system; 28.8K Baud Modem, Carbon Copy™ Software</i>	\$ 371	\$ 70
1 <b>Backpack 800 MB Cartridge Tape System</b> <i>includes: drive, software and 5 tapes</i>	\$ 406	\$ 77
1 <b>Battery Back-up Power Supply (600 watt)</b> <i>already on site</i>	\$ 455	\$ 85
2 <b>Citizen iDP 3540 Circulation Printers</b> <i>for check in/out activities</i>	\$ 780	\$ 150
<i>2 @ \$390 each, 2 support @ \$75 each</i>		
1 <b>Percon Pocket Reader</b> <i>for inventory and emergency backup in case of computer power outage</i>	\$ 784	\$ 149
1 <b>Installation and Training</b>	\$ 1,000	
1 <b>Shipping</b>	\$ 80	
<b>TOTAL COSTS</b>	<u>\$24,998</u>	

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSEES  
Regular Meeting for Business  
April 08, 1996  
**FRANKTON COMMUNITY LIBRARY**  
7:00PM  
Executive Session

CALL TO ORDER

CALL FOR QUORUM

## BUSINESS

- A. Purchase or Lease of Real Property  
(IC 5-14-1.5-6-(B) (2) (d) -
1. Elwood
  2. Summitville
  3. Frankton

REGULAR BUSINESS MEETING  
**FRANKTON COMMUNITY LIBRARY**  
7:15pm

CALL TO ORDER

CALL FOR QUORUM

APPROVAL OF MINUTES

CLAIMS REGISTER AND CHECKS

## BUILDING REPORT

1. Elwood
  - a. Contractor's Bill
  - b. Clerk-of-the-Works Harold Etchison
2. Summitville
3. Frankton

OLD BUSINESS

## NEW BUSINESS

1. New Officers

DIRECTOR'S REPORT

PUBLIC COMMENT  
ADJOURN

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
April 08, 1996  
Executive Session  
Frankton Community Library  
7:00pm

CALL TO ORDER

Vice-President Beverly Austin called an executive session to order at 7:00pm at the Frankton Community Library on April 08, 1996.

CALL FOR QUORUM

Other members present were: Barbara Abernathy, Pam Bohlander and Sharan Pace. Also present were: Director Kathi Wittkamper, Admin.Ass't. Jan Helpling.

## BUSINESS

- A. Purchase or Lease of Real Property  
(IC 5-14-1.5-6-(B) (2) (d)
1. Elwood - Report to be given in Public Meeting.
  2. Summitville - Nothing to report.
  3. Frankton - Everything is going well at new facility.

MEETING WAS ADJOURNED AT 7:10PM

*Pamela Bohlander*  
Pamela Bohlander, Secretary

*Beverly J. Austin*

*Sharan Pace*

*Barbara Abernathy*

*Jenny Kaiser*

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-500

FAX (317) 552-095

BOARD OF TRUSTEES  
Regular Meeting for Business  
Frankton Community Library  
April 08, 1996  
7:15pm

## CALL TO ORDER

Vice-President Beverly Austin called a regular meeting for business to order at 7:15pm April 08, 1996 at the Frankton Community Library.

## CALL FOR QUORUM

Present also were: Pamela Bohlander, Barbara Abernathy and Sharan Pace. Also Director Kathi Wittkamper, Admin. Ass't. Jan Helpling Clerk-of-the-Works Harold Etchison, reporters Linda Stone and Jim Carroll and Leasing Corp. members Don Hill and Mike Williams.

## APPROVAL OF MINUTES

Motion was made by Barbara Abernathy to approve the previous meeting minutes. It was seconded by Pam Bohlander and passed.

## CHECK REGISTER WAS SIGNED.

## BUILDING REPORT

1. Elwood - Clerk-of-the-Works Harold Etchison reported that at this point the construction company is putting visqueen down and will pour a section of concrete on Wednesday. The steel company has indicated they will put up steel in five days. Plumber has put all drainage in and the electrician is working on boxes but will finish by Thursday. Kathi said that the electrical plans had to be signed off this past month and out of the discussion with the staff came a change that was needed. In the Tech.Services area, there will be an island for workspace in the middle of the room. Staff feels an electrical outlet is necessary for accessibility for this area, otherwise if it is needed, cords will be strung across the floor. Harold explained that there is a time limit this week to get this change done, therefore he would like a decision from the board tonight. Board members thought that \$510.00 was too expensive for the work that would need done, however, they felt now was the time to change this, rather than be sorry it was not done later. A motion was made by Sharan Pace to notify the project superintendent through Harold Etchison that one combination electric duplex, data and telephone floor outlet centered on island work table mark F32 be added. Barbara Abernathy seconded the motion and it was passed.

The following bill was allowed by a motion from Pam Bohlander, seconded by Barbara Abernathy.

M. D. Rowe Construction \$35,377.50

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library

The brick mock-up is finished and is located on the project site. Some board members have seen it and feel it looks different than they thought it should - that there is not enough variation in color as they remembered. When Kathi talked to Chris McComas at InterDesign earlier today he asked members to wait a week and look at it again because the mortar would have a chance to dry more. He also said IDG would be looking at it also this week sometime. Harold thought it would look much different on the building when placed on a larger area.

Joel Blum will be at the next meeting to bring a change order for the sewer. He was hoping Jerry Kaiser could have a solution reached by then from Glenn Murray, City Water. The contractor has submitted a claim for delay (11 days) IDG has asked them for additional information.

Barbara Abernathy asked Harold if the change in supervisors on the site has worked out all right. He said the two men who are replacements seem very professional and experienced.

2. Summitville - no business to report.

3. Frankton - Board members remarked that the new Frankton Library looked very nice and they had been getting positive feedback from members of the Frankton community. Sharan Pace said she wanted to compliment the Frankton staff on their move to the new building. She said they seemed very organized and it was done in a very short time.

Kathi pointed out the statistics on the monthly circulation report showing an increase for Frankton and Summitville. Elwood's statistics were the only figures down and Kathi believes the weather and the problem with parking has made a difference in library usage.

## OLD BUSINESS - NONE

## NEW BUSINESS

Vice-President Austin asked Sharan Pace to take charge of presenting the officer's slate for the May meeting.

## Director's Report:

Kathi reported a decision will be made and announced at the May ILF Annual Conference who will receive the Technology Awards. The State made \$2,000,000 available and there were requests for \$4,000,000. Kathi said it is felt smaller requests will be honored first therefore she has hopes for ours.

The Trees for Tomorrow project of the Anderson Rotary Club has given us trees which will be planted in a row arrangement between the new library and the Y. They also are giving Summitville trees to be used at their location.

Kathi attended the ECIC meeting this week with Superintendent of Schools, Tom Austin and Bob Tippey, School Corporation. It is a joint effort of Henry, Delaware and Madison Counties and will provide ways for organizations in these areas to have full Internet access.

Summitville will feature activities during National Library Week, beginning April 14. Attorney Doug Owen will provide information on wills, the Sheriff's Dept. will fingerprint children and Kathi will entertain as Madam Zola during the week.

Kathi reported the Genealogy Interest Group is very enthusiastic. They met at the high school last month, however will meet in the meeting room this month and use the TV-VCR. They have been looking at Census Records and Soundex System, using last names and coding systems. She invited anyone interested to join the group. They meet the third Thursday of each month. This month they will be looking at Military Records.

Kathi is also working with a local group (Elwood Services Coalition) to identify needs in the Community for services. Our county provides services to individuals who are in need but since it sometimes is a hardship to get to Anderson for these purposes, the group hopes to put together a brochure to list services available in Elwood. We will have information in the library for people.

Kathi will be out of the library April 19, also April 25 for ILF conference - attending with Shawn, Glenna, Dianna and Sharon. On May 2, Jan and Kathi will attend the budget workshop in Indy.

No public comments.

Motion was made for the meeting to be adjourned at 8:00 by Pam Bohlander, seconded by Barbara Abernathy.

*Pamela Bohlander*  
 Pamela Bohlander, Secretary

*Tom Austin*  
 \_\_\_\_\_  
*Sharon Pace*  
 \_\_\_\_\_  
*Jerry Kasser*  
 \_\_\_\_\_

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
-----					
-PAID AFTER BOARD MEETING-					
1015	00215	MADISON-GRANT HIGH SCH	192.00	11-MAR-96	CORRECT BANK #
1015	00216	MADISON-GRANT HIGH SCH	-192.00	11-MAR-96	TO CORRECT BANK #.-VOID CHECK
PAYROLL	00217	PAYROLL	10222.93	06-MAR-96	CHECKS 003767-003785
PAYROLL	00218	PAYROLL DEDUCTIONS	-4860.51	06-MAR-96	CHECKS 003767-003785
015398	00219	HUNTINGTON NATIONAL BA	50000.00	18-MAR-96	PURCHASE CD
PAYROLL	00220	PAYROLL	10204.84	20-MAR-96	CHECKS 003787-003805
PAYROLL	00221	PAYROLL DEDUCTIONS	-4886.97	20-MAR-96	CHECKS 003787-003805
015399	00222	STAR FINANCIAL BANK	2699.68	20-MAR-96	FED. & FICA TAX - P/R 3-20-9
015400	00223	INDIANA DEPARTMENT OF	803.82	20-MAR-96	STATE & COUNTY TAXES - MARCH
015401	00224	MADISON COUNTY SCHOOL	1980.17	20-MAR-96	CREDIT UNION DEDUCTIONS - 3-
015402	00225	INDIANA DEFERRED COMPE	556.90	20-MAR-96	DEF.COMP - P/R 3-6 AND 3-20-
015403	00226	CITY OF ELWOOD NON-REV	223.25	20-MAR-96	INS. PREM. FOR APRIL '96/6.5
015404	00227	DIANA SHEPARD	38.14	20-MAR-96	PETTY CASH REIMBURSEMENT
015405	00228	G.BRADLEY PUBLISHING,	171.00	20-MAR-96	PICTORIAL HISTORY BOOKS
015406	00229	INDIANA ANNUAL CONFERE	270.00	22-MAR-96	ILF CONFERENCE - 5 EMPLOYEES
XXXX	00230	NATIONAL CITY BANK	100000.00	27-MAR-96	TRANS. FROM INVEST.TO OPER.F
XXXXXX	00231	NATIONAL CITY BANK	.00	27-MAR-96	TO CORRECT FUND NO.-VOUCHER
--TOTAL--			167423.25		
-----					
-CURRENT EXPENDITURES-					
PAYROLL	00279	PAYROLL	10107.34	03-APR-96	CHECKS 003806-003824
PAYROLL	00280	PAYROLL DEDUCTIONS	-4864.90	03-APR-96	CHECKS 003806-003824
1016	00284	MADISON-GRANT HIGH SCHOOL	192.00	08-APR-96	COMPUTER CLASSES - SUMMITVIL
015407	00232	STAR FINANCIAL BANK	2674.53	03-APR-96	FED. & FICA TAX - P/R 4-3-96
015408	00233	MADISON COUNTY SCHOOL EMPLOY	1980.17	03-APR-96	CREDIT UNION OED. P/R 4-6-96
015409	00234	INDIANA DEFERRED COMPENSATIO	278.45	03-APR-96	ANNUITY DEDUCTIONS - P/R 4-6
015410	00235	AMERICAN ELECTRIC POWER	556.96	08-APR-96	ELECTRIC - ELWOOD, SUMMITVIL
015411	00236	AMERITECH	318.86	08-APR-96	TELE.-SUMMITVILLE, ELWOOD
015412	00237	ARAB TERMITE & PEST CONTROL	18.00	08-APR-96	PEST CONTROL
015413	00238	AUDIO VISUAL COMMUNICATIONS	233.57	08-APR-96	COMPUTER EQUIP.
015414	00239	BAUERS	8.98	08-APR-96	SUPPLIES - FRANKTON
015415	00240	BOC GASES	6.18	08-APR-96	RENTAL CYLINDER
015416	00241	BINGHAM, FARRER & WILSON	189.50	08-APR-96	FILING FEE
015417	00242	BAKER & TAYLOR BOOKS	2499.92	08-APR-96	BOOKS, ELWOOD, FRANK., SUMHI
015419	00244	CHRONICLE TRIBUNE	117.00	08-APR-96	SUBSCRIPTION - ELWOOD, 1 YR.
015420	00245	CITY WATER & SEWAGE DEPT.	23.59	08-APR-96	WATER - ELWOOD
015421	00246	CNA	902.00	08-APR-96	WORKMEN'S COMP.INS.RENEWAL
015422	00247	DEMCO	12.20	08-APR-96	SHELF LETTERS - FRANKTON
015423	00248	DUO SUPPLY COMPANY	8.91	08-APR-96	CLEANING EQUIP.
015424	00249	HAROLD ETCHISON	2000.00	08-APR-96	PMT.FOR SERVICES - CLERK/WOR
015425	00250	GAYLORD BROS.	39.93	08-APR-96	LIBR.CARD SUPPLIES
015426	00251	GLENNA STEWART	9.50	08-APR-96	MILEAGE
015427	00252	HORTON'S & SONS OF ELWOOD	79.63	08-APR-96	CLEANING SUPPLIES
015428	00253	INDIANA-AMERICAN WATER CO.,	21.82	08-APR-96	WATER - SUMMITVILLE
015429	00254	JANE A. BECKLEY	2000.00	08-APR-96	PAYMENT LEASE PURCHASE - FRA
015430	00255	JIN'S MASTER LOCKSMITH	27.50	08-APR-96	SERV.CALL - SUMMITVILLE

EXPENDITURES TO BE ALLOWED  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 08 APR 96

PAGE 2

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
015431	00256	INDIANA GAS COMPANY	89.14	08-APR-96	GAS - FRANKTON
015432	00257	INGRAM DISTRIBUTION GROUP IN	54.40	08-APR-96	BOOKS - FRANKTON
015433	00258	KNART	25.70	08-APR-96	SUPPLIES
015434	00259	LIBRARY CORPORATION, THE	128.00	08-APR-96	INV.#16541, BARCODE LABELS
015435	00260	LIBRARY STORE INC., THE	186.80	08-APR-96	LIBRARY SUPPLIES
015436	00261	MCCORMACK PRINTING IMPRESSIO	50.40	08-APR-96	ENVELOPES
015438	00262	NICHIE	143.73	08-APR-96	BOOKS - ELWOOD
015439	00263	HARSH SUPERMARKET	15.44	08-APR-96	SUPPLIES - CHILDREN'S
015440	00264	HARVIN SAUBERT	32.00	08-APR-96	LAWN CARE & SUPPLIES
015441	00265	HIDWEST EXCHANGE	262.90	08-APR-96	VIDEOS - ELWOOD, FRANKTON
015442	00266	MICROMARKETING ASSOCIATES	28.90	08-APR-96	VIDEOS - FRANKTON
015443	00268	PUBLIC EMP. RETIREMENT FUND	5952.97	08-APR-96	1ST QUARTER PMT.-PERF
015444	00269	PITNEY BOWES	64.80	08-APR-96	POSTAGE METER RENTAL
015445	00271	RANSAY BUSINESS PRODUCTS	449.64	08-APR-96	OFFICE SUPP,REPAIR COPIER-FR
015446	00276	UPSTART	102.49	08-APR-96	SUPPLIES - CHILDRENS
015447	00278	WORLD BOOK EDUCATIONAL	650.00	08-APR-96	ENCYCLOPEDIAS
015448	00285	T. EDWIN SMITH, INC.	49.22	08-APR-96	REPAIR OUTSIDE LIGHT/VANDALI
015449	00267	NORTH AMERICAN PRODUCTS	130.78	08-APR-96	CLEANING SUPPLIES
015450	00270	QUILL CORPORATION	44.00	08-APR-96	OFFICE SUPPLIES
015451	00272	REVCO D.S., INC.	114.33	08-APR-96	CLEANING, ETC. SUPPLIES
015452	00273	SUMMITVILLE CITY SEWAGE SYST	15.60	08-APR-96	CITY SEWAGE
015453	00274	UNITOG RENTAL SERVICES	100.40	08-APR-96	CLEANING SUPPLIES
015454	00275	UNIVERSITY BOOK SERVICE	128.15	08-APR-96	BOOKS - CHILDRENS
015455	00277	UNIVERSITY MICROFILMS INTERN	138.94	08-APR-96	MICROFILM NEWSPAPERS
015456	00281	AT & T	83.21	08-APR-96	TELE.MAINT. - ELWOOD
015457	00282	GTE NORTH INDIANA OPERATIONS	122.52	08-APR-96	TELE. - FRANKTON
015458	00283	POSTMASTER	218.00	08-APR-96	POSTAGE METER, STAMPS - FRAN
015459	00286	KATHLEEN WITTKAMPER	141.00	08-APR-96	MILEAGE REIMBURSEMENT
015460	00243	CHRISTIAN BOOK STORE	42.30	08-APR-96	BOOKS - SUMMITVILLE
--TOTAL--			29007.40		
-----					
PRIOR MONTH TOTALS			167423.25		
CURRENT MONTH TOTALS			29007.40		
-----					
GRAND TOTALS			196430.65		

ALLOWANCE OF CLAIMS

WE HAVE EXAMINED THE CLAIMS LISTED ON THE FOREGOING REGISTER OF CLAIMS, CONSISTING OF 2 PAGES, AND EXCEPT FOR CLAIMS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH CLAIMS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF 196430.65. DATED 08-APR-96.

Beverly Austin

Barbara Abernathy

Sharon Pace

Patricia Bollander

**Auxiliary  
sale**

— The  
Post 408 Aux-  
iliary sale Sat-  
urday Market in

ns will be on  
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**like sale  
pril 12**

The Chief  
club will spon-  
-sore sale Fri-

p.m., the  
UAW 662  
st Drive. Pro-  
-viding eyeglass-  
-ing baskets.

**ents out  
nesday**

All students at  
High School  
12:55 p.m.

he city's three  
re participat-  
-ional meetings to  
-discuss curricu-  
-lar opportunities  
-for their  
-parents.

**es kids  
y party**

United Auto  
will have its  
ty from 11  
urday on the  
-community hall.  
-The  
-Home & Com-  
-munity Center  
-how is  
-also will have  
-a  
-celebration  
-up at  
-a Color the  
-night.

Harold-Bulletin 4/5/96

Anderson Mayor J. Mark Lawler said.

"This is a perfect example of state and local governments working together to ensure that our state and city continue to be safe and prosperous," he said.

**Easter means goody time**

Javonna Nunn, 6, scoops up candy as fast as she can during the annual Easter Egg Hunt at Geater Center Thursday. Due to the inclement weather, the event was held inside the center. (Brian Drumm photo)

been found even if the PIC had fully investigated the complaint. Devin Anderson, the state GOP's executive director in 1994, is now McIntosh's top aide. Anderson was unavailable to comment Thursday.

nator of the GC  
lities testified th  
rials were tak  
by volunteers.  
McIntosh bu  
Hogsett 54 per

**Library construction hampered by weather**

BY JAMES V. CARROLL  
North Madison Bureau Chief

ELWOOD — Poor weather conditions have slowed progress on a new \$2.5 million library under construction at Main and 16th streets in downtown Elwood.

Library officials hoped the 16,000-square-foot facility would be completed in August. It may be September or October, according to Royce Miller, superintendent for the project's general contractor, MD Rowe Inc., Indianapolis.

But no need to worry just yet, Miller said.

Although snow, rain, mud and other inclement conditions have hampered construction started late last year, there are plenty of opportunities to make up time between now and late summer, Miller said.

As of Thursday, plumbers had completed the underground drainage system, said Harold Elchison, clerk of the works for the North Madison County Public Library System Leasing Corp. Most of the foundation work is finished and electricity and water lines have been tapped, run to the building and stubbed, he said.

Tuesday, Miller said he hoped to start pouring the concrete floor of the single-story library by Thursday, but wet weather has delayed that work. In addition, the building's skeletal steel is due to arrive early next week.

"We always thought it might be autumn before the move to the new library. It's possible that might still happen," said Kathi Wittkamper, library system director. "We have a lot of work to do ourselves before we are ready to move."

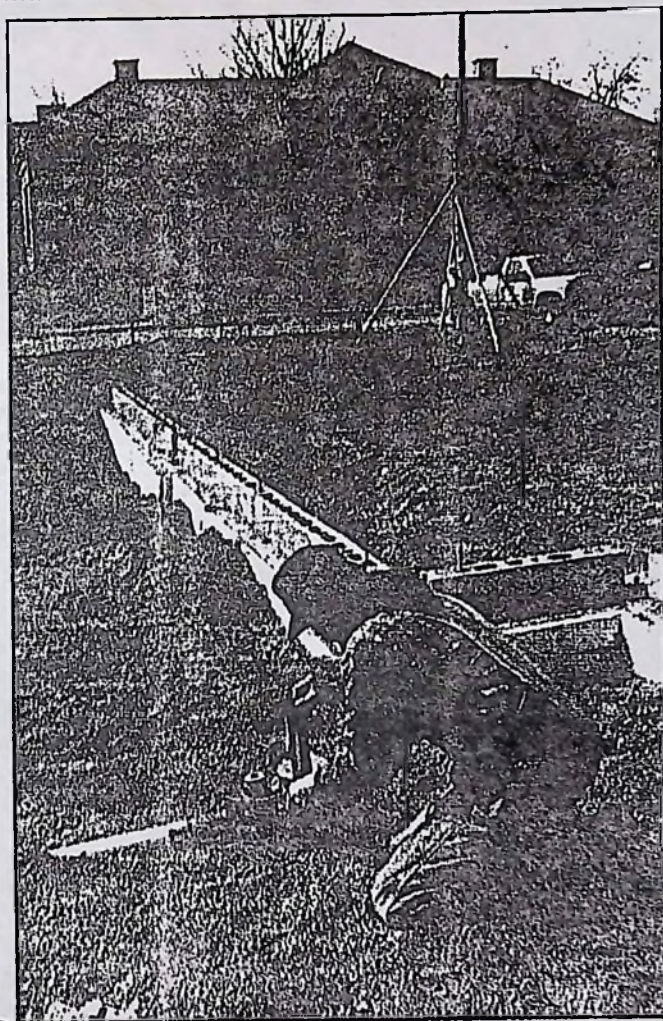
The library staff is in the midst of an automation project to computerize the library collection, said Wittkamper. The goal is to complete the adult collection prior to moving into the new library and complete the children's collection shortly thereafter.

Completion of the Elwood library will conclude a four-year quest by the North Madison County Public Library System board to acquire new facilities.

In April, after rejecting a more costly three-library proposal, the State Board of Tax Commissioners gave the board the go-ahead to enter into a lease purchase agreement to construct an Elwood library. It will replace the 1902 Carnegie building across the street to the west.

In Summitville, the new Ralph E. Hazelbaker Library at Howard and Church streets is up and running, as is a new storefront Franklin library in the 100 block of Sigler Street.

The library district will pay \$260,000 a year to the leasing corporation during the 18-year lease.



Underground work: David Young of DOK Plumbing of Durbin installs plumbing for the Elwood library. (James V. Carroll photo)

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# **Mission Statement**

The Elwood Services Coalition is a non-profit, voluntary alliance which facilitates fulfillment of needs within the community. Needs of individual persons and non-profit service providers are addressed through networking, communicating, funding, and provision of other limited services. The primary purpose of the Coalition is to strengthen individuals, families, and the entities which serve them, and in so doing, foster positive development of the Elwood community.

# **Participating Organization**

Elwood Community Schools  
Elwood Ministerial Association  
Dickey Nursing Home  
Head Start  
N. Madison Co. Public Library System  
St. Vincent Mercy Hospital  
Visiting Nurse Association  
YMCA

# Steering Committee

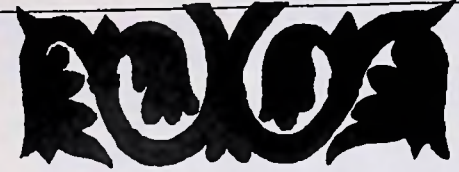
Chair:  
Kathi Wittkamper  
N. Madison Co. Public Library System  
124 N. 16th Street  
Elwood, IN 46036  
Ph: 317/552-5001 FAX: 317/552-0955

Secretary:  
Candy Robinson  
St. Vincent Mercy Hospital  
1531 South A Street  
Elwood, IN 46036  
Ph: 317/552-3336 FAX:

# 1996 Calendar

Meetings generally are held at St. Vincent Mercy Hospital, in the classroom across from the cafeteria on the first floor. Meetings begin at noon. You are welcome to bring your lunch or purchase a meal in the cafeteria.

January 23  
February 27  
March 19  
April 23  
May 21  
June 25  
July 23  
August 27  
September 24  
October 22  
November 26  
\*No December Meeting\*



# Elwood Services Coalition





### **Types of Information on the Network**

The Committee seeks to ensure that the community has access to valuable, current information on civic, social service, and other topics, including at least the following:

- Community calendar
- Local news and weather information
- Economic development information
- Local and regional tourism opportunities
- Public records and other city and county government documents
- Local entertainment and dining information
- Commercial services
- Community services and referrals
- Community health and wellness information
- Election information
- Community discussion forums
- Information on civic clubs and organizations
- Local census data and other demographics
- School information, including assignments, Meetings, sporting events, menus, and Homework help

### **Current Network Information Providers**

A number of organizations have begun providing online information to East Central Indiana. Ball State University, Anderson University, and a number of schools and other non-profit organizations offer online information.

United Way of Delaware County offers a WorldWideWeb home page for social service information and provides links to other social agencies in Delaware County.

Indiana Online provides a WorldWideWeb home page with both free information and revenue services for Madison and much of Delaware and Henry counties.

Public libraries in Anderson, Muncie, and New Castle now provide online information about their services and communities.

Muncie Online, sponsored by the Muncie/Delaware Chamber of Commerce, includes commercial, civic, and tourism information about Muncie and Delaware County.

### **Benefits to the Community**

The ECICNet will link citizens, services, organizations, and businesses in Delaware, Henry, and Madison counties so that Citizens will have inexpensive access to large amounts of information that is relevant to them; People who cannot afford their own equipment will have full access at public sites; Schools will have access to the Internet, with security services for their students and teachers; Health and wellness information and referral services will be accessible to the public; Individuals, organizations, and businesses outside of East Central Indiana will have free on-line access to economic development and tourism information that will draw them to this area; The community will govern its own information sources and will influence the development of the information access industry in this area.

# The East Central Indiana Community Network (ECICNet)

## Goals of the ECICNet

The ECICNet Planning Committee is a group of citizens who have been working together:

To encourage the development of a data network that will provide citizens of Delaware, Henry, and Madison counties with affordable online access to community information, government data, and Internet resources;

To build a coalition of diverse local information providers, e.g., libraries, schools, social services, civic organizations, churches, government offices, and businesses and schools;

To ensure local community influence on the development of a new communications;

To encourage the support of initial and on-going training for the community through hands-on workshops offered by libraries and schools;

To facilitate affordable access to the Internet, including electronic mail and the WorldWideWeb, for citizens, organizations, and businesses;

To develop self-sustainability through home and business subscriptions and through partnerships with service providers, and through volunteer support for ECICNet activities; and

To support public access sites for the community.

## Getting the ECICNet Started

The ECICNet has received funding from Access Indiana to start the community network. CIOE, Inc., based in Lafayette, IN, will provide the dialup access and technical management for the ECICNet server and network. ECICNet will offer the following services through CIOE: POP e-mail, for personal or business electronic mail SLIP/PPP services, for high-speed dialup access UseNet News, an international bulletin board service Netscape WorldWideWeb browser, the standard software for the WorldWideWeb listserver support, for specialized electronic mailing lists FTP, for transferring files to and from a computer, Telnet, for logging in to a remote computer.

ECICNet memberships will be competitively priced, will include all of the services listed above and will be available at several levels:

Basic membership: \$10/month for 20 hours/month plus \$1 for each additional hour

Intermediate membership: \$15/month for 150 hours/month plus \$.50 for each additional hour

Advanced membership: \$25/month for unlimited access plus two (2) additional free POP e-mail accounts

CIOE has contracted with ECICNet to adhere to the technical standards established by Access Indiana, guaranteeing a low rate of busy signals for dialup users.

(over)

Staff soon will have the opportunity to become acquainted with the benefits of Internet access. Arrangements are being made for the computer in the director's office to carry a menu driven dial-up account that allows 120 hours a month of full Internet access for sending and receiving e-mail, connecting to remote sites, transferring files and conducting research with the thousands of systems that are connected to the Internet. Although staff only will have access to the connection at this time, the research resources will be used to meet the information needs of patrons.

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

## LIBRARY BOARD OF TRUSTEES Regular Meeting for Business May 13, 1996 6:30pm Executive Session

CALL TO ORDER

CALL FOR QUORUM

### BUSINESS

- A. Purchase or Lease of Real Property  
(IC 5-14-1.5-6-(B) (2) (d))
  - 1. Elwood
  - 2. Summitville
  - 3. Frankton

## REGULAR BUSINESS MEETING 7:00pm

CALL TO ORDER

CALL FOR QUORUM

APPROVAL OF MINUTES

CLAIMS REGISTER AND CHECKS

### BUILDING REPORT

- 1. Elwood-Joel Blum
  - a. Contractor's Bill
  - b. Clerk-of-the-Works Harold Etchison
- 2. Summitville
- 3. Frankton

### OLD BUSINESS

### NEW BUSINESS

- 1. New Officers
- 2. Report from Art Museum
- 3. Brick Fund Raising

DIRECTOR'S REPORT

PUBLIC COMMENT  
ADJOURN

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

## Board of Trustees Regular Meeting for Business May 13, 1996 7:00pm

CALL TO ORDER

President Linda Sizelove called the meeting to order at 7:00pm in the Elwood Library meeting room.

CALL FOR QUORUM

Also present were board members: Beverly Austin, Jerry Kaiser, Pam Bohlander, Brenda Carey, Sharan Pace and Barbara Abernathy, Director Kathi Wittkamper and Assis.Admin. Jan Helping, Clerk-of-the-Works Harold Etchison, Leasing Corp.member Don Hill, Call Leader reporter Penny Stone and two residents.

APPROVAL OF MINUTES

Barbara Abernathy made the motion for the previous minutes to be approved. Beverly Austin seconded and it passed.

CLAIMS REGISTER

Claims Register was signed by board members and checks signed by Treasurer Jerry Kaiser.

RECOGNITION

President Sizelove recognized former board members Robin Hartley and Carolyn Hall for their past service to the library system. She thanked them for all their work and especially in working toward new facilities in the three libraries. An inscribed book signed by board members entitled Walt Disney Villans was presented to Robin Hartley and to Carolyn Hall entitled The Spirit of the Place: Indiana Hill Country by James Alexander Thorn.

BUILDING REPORT

Elwood:

Harold Etchison, Clerk-of-the-Works, reported on the progress of building the new library. He asked that the selection of shingles be made soon by the board and explained that the samples would be returned to Elwood tomorrow.

Change Order No. 2 and 3 were accepted with a motion by Pam Bohlander, seconded by Barbara Abernathy and passed.

A bill from InterDesign Group in the amount of \$8,697.37 was accepted for payment with a motion from Beverly Austin, seconded by Sharan Pace and passed.

Joel Blum InterDesign Group was present to invite board members

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library

leasing corporation representative, Kathi and Jan to a luncheon meeting at their Indianapolis office to discuss the project budget. He will ask Lonnie Therber to be present and the meeting will be to monitor the costs, simply to keep control.

He presented a printed copy of the lettering to go on the plaque to be placed in the foyer of the new building. Board members were asked to check the spelling, etc. of their names or to say if they had any other changes to be made. He will get a final cut sheet to them for approval. The bronze plaque will be a pebble texture in black background with a polished edge and letters.

Joel explained there is a time line for the roofing and thinks it should be selected soon.

Linda reminded board members there is a project meeting every other Wednesday at 10am in the meeting room of the Elwood Library. The next meeting will be May 29.

#### OLD BUSINESS

#### NEW BUSINESS

Sharan Pace made a motion that we retain the present officers for another year. Barbara Abernathy seconded and it passed unanimously.

Therefore, the officers for 1996-1997 year are:

President	-	Linda Sizelove
Vice-President	-	Beverly Austin
Secretary	-	Pam Bohlander
Treasurer	-	Jerry Kaiser

Linda Sizelove reported on the trip to the Art Museum May 3. She told the board how the group was given a tour through the Restoration Department. They were able to view the library's T.C. Steele painting and the work being done on it was explained.

She also explained that a fund-raising project will begin soon. She and Robin Hartley will head the project to sell inscribed bricks to be put in the patio on the East side of the new Library. Elwood patrons will be able to have a place in history by purchasing one of the \$50.00 bricks. The project will begin in the next two weeks.

#### DIRECTOR'S REPORT

Director Kathi Wittkamper reported to the board that the lawn on the new library lot will need maintained over to the property line on the East side. After a short discussion, Barbara Abernathy said she feels the board should give Kathi the approval to get bids and have the lot maintained on an on-call basis. Barbara Abernathy

made a motion that Kathi is to get bids for mowing the new lot, it is to be on an on-call basis and will have the stipulation that it will be temporary. Sharan Pace seconded the motion and it passed.

Kathi reported that the Indiana Library Federation Annual Conference emphasis was on technology. Shortly after the conference she was notified we have been awarded three computer work stations - one for each facility through Indiana Technology Fund Grant. They will arrive sometime after July.

Kathi spent time with Bob Tippey and Tom Austin of the Elwood Community School Corporation in regard to technology interests. They are interested in planning shared resources. ECIC-Net will be the group to provide easy access to the Internet. She also said she has received material about another grant that would provide Internet information management training for librarians.

The Genealogy Group will meet Thursday, May 16 at 7:00pm. Kathi would like to organize some day trips for the group. Our insurance provider has assured us the liability is covered for these trips. Linda Sizelove said she thought the group should organize their own trips, Beverly Austin explained she thought the group was looking to Kathi for leadership.

A donation was received from Fireman's Fund Insurance Company in memory of Mary Bohlander.

Kathi explained that in June she and Jan will begin working on the 1997 budget. Linda said she would like dates to be announced in June for working on the budget and advertising.

Jerry Kaiser expressed concern about the trees that were to be removed from the construction site. Kathi said she will look into the situation.

The meeting was adjourned by a motion from Beverly Austin, seconded by Sharan Pace.

\_\_\_\_\_  
Pamela Bohlander, Secretary

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# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

BOARD OF TRUSTEES  
Executive Session  
May 13, 1996  
6:30pm

## CALL TO ORDER

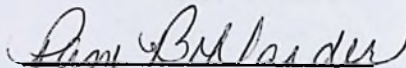
President Linda Sizelove called the executive meeting of the North Madison County Public Library System to order at 6:30pm in the meeting room of the Elwood Public Library.

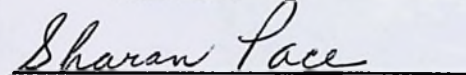
## CALL FOR QUORUM

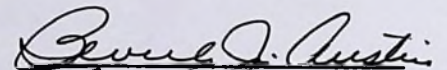
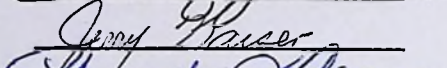
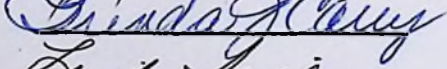

Other board members present were: Beverly Austin, Jerry Kaiser, Pam Bohlander, Brenda Carey and Sharan Pace. Also present were Director Kathi Wittkamper and Jan Helpling.

## BUSINESS

- A. Purchase or Lease of Real Property (IC 5-14-1.5-6-(B) (2) (d)
  1. Brick Fund-Raiser discussed
  2. Project budget - there is a meeting to be scheduled to discuss.
  3. Plaque to be in the entry-way and who else to be included discussed.
  4. Summitville - Discussion of proposal from Mr. Hazelbaker.

  
Pam Bohlander, Secretary

  
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ELWOOD PUBLIC LIBRARY  
LIBRARY BOARD OF TRUSTEES  
Special Meeting for Business  
May 20, 1996  
4:30 P.M.

## CALL TO ORDER

## CALL FOR QUORUM

## BUSINESS

- A. Selection of shingles -Elwood Project
- B. Selection of brick
- C. Bills presented

## PUBLIC COMMENT

## ADJOURN

LIBRARY LEASING CORPORATION  
Special Meeting For Business  
May 20, 1996  
6:00 P.M.

## CALL TO ORDER

## CALL FOR QUORUM

BUSINESS --Elwood Library, Shingles and Brick  
Bills

## PUBLIC COMMENT

## ADJOURN

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001

FAX (317) 552-0955

## BOARD OF TRUSTEES Special Meeting for Business May 20, 1996

### CALL TO ORDER

President Linda Sizelove called a special meeting for business to order at 4:30pm in the Elwood Public Library meeting room on May 20, 1996.

### CALL FOR QUORUM

Other board members present were: Beverly Austin, Pam Bohlander, Brenda Carey, Barbara Abernathy

### BUSINESS

Board members looked at samples of shingles placed by the brick mock-up of the new building for the purpose of selecting roof shingles. Motion was made by Beverly Austin to select the brown shingles (Weatherwood) for the roofing in combination with the (Fuder Blend) brick displayed in the mock-up. Pam Bohlander seconded and the motion passed.

Discussion was held regarding the project for selling bricks, headed by Linda Sizelove and Robin Hartley. Joel Blum, InterDesign asked what brick was picked for this project. Linda said she will talk to Vernon Brick Co. and decide and then will let Joel know.

A bill for M. D. Rowe Construction in the amount of \$151,263.00 was allowed with a motion from Beverly Austin, seconded by Pam Bohlander.

Change Order 04 was allowed with a motion by Pam Bohlander, seconded by Barbara Abernathy and passed.

InterDesign Group sent a "shop drawing" of the plaque with Board and Leasing Corp., etc. names to be initialed.

Jerry Kaiser (out-of-town at present) telephoned Jan today to ask that the board make a motion to accept the estimate (proposal) from the City Water Company for the amount of money they have stated. We are to give a copy of the minutes to Mayor Werline who will then order the Water Department to do the work. Mayor Werline feels the auditors will accept this and he will be in compliance if they should ask.

Board members did not like the idea that there is wording on the proposal that would leave the amount spent open: (Unforseen Cost) and also did not feel we should o.k. a payment before the job is done. Beverly Austin suggested that Jan call Attorney Wilson to see if we can actually do this under our State Board of Accounts rules and if the City really needed this prior commitment - before the job was done. Members did not feel a check should be processed

ahead.

### DIRECTOR'S REPORT

Kathi asked if United Way could display an exhibit portraying the work of their agency. Board members agreed Kathi could allow the display.

Frankton Library front will be painted soon, therefore, Kathi wanted members to know the awning would be down. The awning and sign will be put up when painting is finished.

Kathi asked for approval to hold a "Logo Contest" culminating with the opening of the new Elwood Library. She explained it would be timely because of use of the new logo on stationary, signs, invitations, etc. She would like the contest to run about two months, after which a selection would be made by board members. Then Kathi will find a graphic artist to "clean up" the design to be camera-ready for use. Anyone will be eligible to participate, including employees and board members of the library. The winner will not be compensated other than by recognition. A motion was made by Barbara Abernathy to hold a logo contest to promote the library and to design a new logo. Brenda Carey seconded and it passed.

*Beverly J. Austin*  
*Brenda Carey*  
*Janice [unclear]*

*Barbara Abernathy*  
Barbara Abernathy, Secretary

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001

FAX (317) 552-0955

## Board of Trustees Regular Meeting for Business May 13, 1996 7:00pm

### CALL TO ORDER

President Linda Sizelove called the meeting to order at 7:00pm in the Elwood Library meeting room.

### CALL FOR QUORUM

Also present were board members: Beverly Austin, Jerry Kaiser, Pam Bohlander, Brenda Carey, Sharan Pace and Barbara Abernathy, Director Kathi Wittkamper and Assis.Admin. Jan Helpling, Clerk-of-the-Works Harold Etchison, Leasing Corp.member Don Hill, Call Leader reporter Penny Stone and two residents.

### APPROVAL OF MINUTES

Barbara Abernathy made the motion for the previous minutes to be approved. Beverly Austin seconded and it passed.

### CLAIMS REGISTER

Claims Register was signed by board members and checks signed by Treasurer Jerry Kaiser.

### RECOGNITION

President Sizelove recognized former board members Robin Hartley and Carolyn Hall for their past service to the library system. She thanked them for all their work and especially in working toward new facilities in the three libraries. An inscribed book signed by board members entitled Walt Disney Villans was presented to Robin Hartley and to Carolyn Hall entitled The Spirit of the Place: Indiana Hill Country by James Alexander Thorn.

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Frankton Community Library

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*Beverly J. Austin*  
*Jerry Kaiser*  
*Beverly J. Austin*

*Pamela Bohlander*  
 Pamela Bohlander, Secretary  
*Sharan Pace*  
*Linda Sizelove*

EXPENDITURES TO BE BILLED

----- NORTH HAVEN COUNTY PUBLIC LIBRARY -----

17A NORTH STATE STREET

ELWOOD, IN 45526-1099

15 MAY 96

PAGE 1

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE PAID	EXPLANATION
		-PAID AFTER BOARD MEETING-			
PAYROLL	00287	PAYROLL	10291.52	17-APR-96	CHECKS 00303-00304
PAYROLL	00288	PAYROLL DEDUCTIONS	-4911.40	17-APR-96	CHECKS 00303-00304
015464	00289	STAR FINANCIAL BANK	2725.56	17-APR-96	FED. & FICA TAX - P/R 4-1-96
015465	00290	INDIANA DEPARTMENT OF	252.64	17-APR-96	STATE & COUNTY TAX FOR APRIL
015466	00291	MADISON COUNTY SCHOOL	1981.82	17-APR-96	CREDIT UNION DEDUCTIONS
015467	00292	INDIANA DEFERRED COMPE	278.45	17-APR-96	AMOUNT DEDUCTIONS - P/R 4-1
015468	00293	CITY OF ELWOOD NON-REV	223.25	17-APR-96	HEALTH INS. PREMIUM FOR MAY
015469	00294	AMERITECH	96.53	17-APR-96	TELE. - SUMMITVILLE
015470	00295	INDIANA-AMERICAN WATER	3.66	17-APR-96	WATER - SUMMITVILLE
015471	00296	INDIANA GAS COMPANY	316.86	17-APR-96	GAS - ELWOOD
015472	00297	INDIANA STATE LIBRARY	40.00	17-APR-96	PMT. FOR PLAC CARDS
015433	00298	KNART	-25.70	22-APR-96	VOID CHECK #015433
015473	00299	STAR FINANCIAL BANK	2745.18	01-MAY-96	FICA & FED. TAX - P/R 5-1-96
015474	00300	MADISON COUNTY SCHOOL	1990.02	01-MAY-96	CR.UN.DEDUCTIONS - P/R 5-1-96
015475	00301	INDIANA DEFERRED COMPE	328.45	01-MAY-96	P/R DEDUCTIONS - 5-1-96
015476	00302	AMERICAN ELECTRIC POWE	394.68	01-MAY-96	ELEC. - ELWOOD, SUMMIT.
015477	00303	HAROLD ETCHISON	2000.00	01-MAY-96	PMT. FOR SERVICES - CLEEK-OF
015478	00304	CHICAGO TRIBUNE	143.52	01-MAY-96	SUBSCRIP.-3-22-96,3-22-97
015479	00305	DIANA L. SHEPARD	49.57	01-MAY-96	PETTY CASH REIMBURSEMENT
015481	00306	PAPER HAT TRICKS	42.85	01-MAY-96	BOOK - CHILDRENS
		--TOTAL--	19517.93		
		-CURRENT EXPENDITURES-			
	-00363	WORLD BOOK EDUCATIONAL	650.00	13-MAY-96	BOOKS - FRANKTON
PAYROLL	00308	PAYROLL	9851.45	01-MAY-96	CHECKS 003845-003866
PAYROLL	00309	PAYROLL DEDUCTIONS	-4730.66	01-MAY-96	CHECKS 003845-003866
	00310	ARAB TERMITE & PEST CONTROL	18.00	13-MAY-96	PEST CONTROL
	00311	AUDIO VISUAL COMMUNICATIONS	311.00	13-MAY-96	INV.#35111-INSTALL.FRANKTON
	00313	BURNETTE - DELLINGER INC.	20.00	13-MAY-96	VARIOUS CHANGES
	00314	CAROLYN LAMBERTSON	20.50	13-MAY-96	MILEAGE
	00315	CCH INCORPORATED	351.75	13-MAY-96	HUMAN RESOURCES MGMT.SUBS.-T
	00316	CINDA HORINE	8.50	13-MAY-96	MILEAGE
	00317	GOLDSBERRY'S FLOWER SHOP	26.25	13-MAY-96	FLOWERS - D.BEASLEY
	00318	H.W.WILSON COMPANY	115.00	13-MAY-96	FICTION CATALOG
	00319	INFORMATION/REF.GROUP-DISTRI	125.80	13-MAY-96	BOOKS - ELWOOD
	00320	INGRAM DISTRIBUTION GROUP IN	217.87	13-MAY-96	BOOKS - FRANKTON
	00321	JAMIE B. SCOTT	7.50	13-MAY-96	MILEAGE
	00322	JANE A. BECKLEY	2000.00	13-MAY-96	PMT. - LEASE PURCHASE, FRANK
	00323	K-MART	174.20	13-MAY-96	MISC.SUPPLIES, VIDEOS - FRAN
	00324	KEYSTAR SYSTEMS	289.95	13-MAY-96	REPAIR READER-PRINTER
	00325	KNART	79.11	13-MAY-96	SUPPLIES - ELWOOD, SUMMITVIL
	00326	LIBRARY CORPORATION, THE	5593.00	13-MAY-96	LICENSE, SUPPORT, LABELS
	00327	MARVIN SAUBERT	33.35	13-MAY-96	LAWN TREATMENT
	00328	NICHIE	50.50	13-MAY-96	BOOKS - ELWOOD
	00329	MIDWEST EXCHANGE	307.15	13-MAY-96	VIDEOS - ELWOOD
	00330	SPECIALTY STORE SERVICES, IN	114.85	13-MAY-96	VHS CASES

EXPENDITURES TO BE ALLOWED

----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 10 MAY 96

PAGE 2

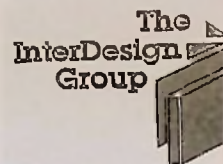
WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
00331		SUMMITVILLE CITY SEWAGE SYST	15.60	13-MAY-96	SEWAGE - SUMMITVILLE
00332		SWEITZER'S	88.40	13-MAY-96	OFFICE SUPPLIES
00333		TOWN OF FRANKTON	59.18	13-MAY-96	ELEC. - FRANKTON
00334		UNIVERSITY BOOK SERVICE	154.26	13-MAY-96	BOOKS - ELWOOD CHILDRENS
00335		WORLD ALMANAC EDUCATION	28.94	13-MAY-96	SUPPLIES - SUMMITVILLE
00336		AMERITECH	181.36	13-MAY-96	TELE. - ELWOOD
00337		ANDERSON PUBLIC LIBRARY	2.50	13-MAY-96	FEE FOR PRINTING
00338		AT&T	28.28	13-MAY-96	TELE. - ELWOOD
00339		AT & T	49.25	13-MAY-96	TELE. - MAINT.
00340		BAKER & TAYLOR BOOKS	3047.86	13-MAY-96	BOOKS, ELWOOD, FRANK., SUMMI
00341		BARBARA MCADAMS	16.00	13-MAY-96	MILEAGE
00342		BAUERS	17.70	13-MAY-96	SUPPLIES
00343		CHRISTIAN BOOK STORE	147.60	13-MAY-96	BOOKS, FRANKTON
00344		CITY WATER & SEWAGE DEPT.	22.26	13-MAY-96	WATER - ELWOOD
00345		DENCO	30.68	13-MAY-96	SHELVING SIGNS
00346		GTE NORTH INDIANA OPERATIONS	116.58	13-MAY-96	TELE. - FRANKTON
00347		GAYLORD BROS.	38.05	13-MAY-96	SUPPLIES
00348		HORTON'S & SONS OF ELWOOD	16.13	13-MAY-96	CLEANING SUPPLIES
00349		INDIANA GAS COMPANY	167.36	13-MAY-96	GAS - ELWOOD, FRANKTON
00350		LEISURE ARTS	21.90	13-MAY-96	BOOK - FRANKTON
00351		LINDA KEMPER	14.00	13-MAY-96	MILEAGE
00352		MANIFOLD REFUSE, INC.	38.00	13-MAY-96	TRASH PICK-UP - FRANKTON
00353		MICROMARKETING ASSOCIATES	28.90	13-MAY-96	BOOKS - FRANKTON
00354		MIDWEST EXCHANGE	346.45	13-MAY-96	VIDEOS - ELWOOD, FRANKTON
00355		POSTMASTER	252.00	13-MAY-96	POSTAGE METER, STAMPS-BRANCH
00356		QUILL CORPORATION	156.26	13-MAY-96	OFFICE SUPPLIES
00357		RAMSAY BUSINESS PRODUCTS	172.44	13-MAY-96	OFFICE SUPPLIES, MAINTENANCE
00358		REVCO D.S., INC.	50.32	13-MAY-96	SUPPLIES
00359		SHAWN HEATON	21.50	13-MAY-96	MILEAGE
00360		SUMMITVILLE CITY SEWAGE SYST	15.60	13-MAY-96	SEWAGE - SUMMITVILLE
00361		UNITOG RENTAL SERVICES	50.20	13-MAY-96	CLEANING SUPPLIES
00362		UNIVERSITY BOOK SERVICE	186.37	13-MAY-96	BOOKS - CHILDRENS
015417	00307	BAKER & TAYLOR BOOKS	.00	01-MAY-96	FOR CORRECTION OF ACCT.
--TOTAL--			21217.00		
-----					
PRIOR MONTH TOTALS			19517.93		
CURRENT MONTH TOTALS			21217.00		
-----					
GRAND TOTALS			40734.93		

ALLOWANCE OF CLAIMS

WE HAVE EXAMINED THE CLAIMS LISTED ON THE FOREGOING REGISTER OF CLAIMS, CONSISTING OF 2 PAGES, AND EXCEPT FOR CLAIMS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH CLAIMS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF 40734.93. DATED 13-MAY-96.

Joey Kaiser  
Barbara Abernathy  
Pamela Pollander  
Beverly J. Austin

Sharan Pace  
Brenda J. Camp  
Linda Taylor



## FACSIMILE TRANSMITTAL

DATE: 9 May, 1996  
 PROJECT: North Madison Co. Public Library  
 IDG #950017

TO: Jan Helping  
 COMPANY: North Madison Co. Public Library  
 FAX #: 317-552-0955-157

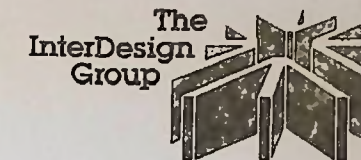
FROM: Joel Blum

#PAGES: 3 (Including Cover)

MAILED ORIGINALS: Yes  No

Total Architecture

9 May 1996



Total Architectural Development

North Madison County Public Library System Leasing Corporation  
 124 North 16th Street  
 Elwood, Indiana 46036-1598  
 Attention: Ms. Jan Helping

## INVOICE

North Madison County Public Library  
 IDG No. 950017

For Professional Services Rendered in Accordance  
 With Owner/Architect Agreement dated 31 March 1992

For Period 31 January 1996 to 30 April 1996

### BASIC COMPENSATION

Per Article 10.3 and 11.2.1

Professional Fee		\$ 155,000.00
Schematic Design Phase	100% Complete	23,000.00
Design Development	100% Complete	31,000.00
Construction Document	100% Complete	56,000.00*
Bidding/Negotiations Phase	100% Complete	14,000.00
Construction Administration	72% Complete	31,000.00
Total Earned to Date		\$148,225.00
Less Previous Invoices		139,825.00

**SUBTOTAL** \$8,400.00

Remaining Fee to be Invoiced \$6,775.00

### REIMBURSABLE EXPENSES

Per Article 10.2

Postage & Freight	104.53	
Photocopies	15.60	
Telephone & Fax	25.74	
Mileage	151.20	
<b>SUBTOTAL</b>		\$297.07

The InterDesign Group, Inc.  
 141 East Ohio Street  
 Indianapolis, Indiana 46204  
 317-552-9636  
 Fax 317-263-9644

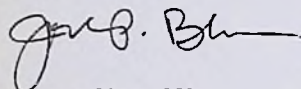
North Madison County Public Library  
System Leasing Corporation  
9 May 1996  
Page 2

**SUMMARY**

Basic Service \$8,400.00  
Reimbursable Expenses 297.37

**TOTAL AMOUNT DUE THIS INVOICE \$8,697.37**

The InterDesign Group, Inc.



Joel P. Blum, AIA

JPB/nm

\*As information to North Madison County Public Library System Leasing Corporation \$3,391.00 has been deferred at this time for consideration of cost to be invoiced to the Construction Administration Contingency provided in the Bond Issue in the amount of \$15,000.

Total to date amounts to \$10,929.00



**TRANSMITTAL**

DATE: 30 April, 1996  
PROJECT: Elwood Public Library IDG #950017 Total Architectural Development  
TO: North Madison County Public Library System  
124 North 16th Street  
Elwood, IN 46036-1598

- WE TRANSMIT  Herewith  Per Your Request
- FOR YOUR  Approval  Use  Resubmission  
 Review/Comment  Record
- THE FOLLOWING  Original  Change Order  Samples  
 Drawings  Shop Drawings  Contracts  
 Computer Disk  Specifications  Product Literature

Copies	Date	Description
3	4/19/96	Change Order No. 03

Remarks: Please sign and date all copies, retain one for your files, return two to this officed for further distribution.

By: Al Cox, Construction Administration

Cc: File 950017

# Change Order

AIA Document G701 - *Electronic Format*

OWNER [ ]  
ARCHITECT [ ]  
CONTRACTOR [ ]  
FIELD [ ]  
OTHER [ ]

PROJECT:  
*(name, address)*  
North Madison County Public Library System  
Elwood Public Library  
16th & Main Street  
Elwood, Indiana 46036

CHANGE ORDER NUMBER: 02

DATE: 1 April 1996

ARCHITECT'S PROJECT NO: 950017

TO CONTRACTOR:  
*(name, address)*  
M. D. Rowe Construction, Inc.  
8739 Castle Park Drive  
Indianapolis, IN 46256

CONTRACT DATE: Nov. 14, 1995

CONTRACT FOR: All Construction

The Contract is changed as follows:

Furnish all labor, material and equipment to furnish pressure expansion tanks as revised and described by Proposal Request No. 02, dated 3/12/96.

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum)(Guaranteed-Maximum-Price) was	<u>\$2,118,000.00</u>
Net change by previously authorized Change Orders	<u>\$(10,644.00)</u>
The (Contract Sum)(Guaranteed-Maximum-Price) prior to this Change Order was	<u>\$2,107,356.00</u>
The (Contract Sum)(Guaranteed-Maximum-Price) will be (increased)/(decreased)/(unchanged) by this Change Order in the amount of	<u>\$(500.00)</u>

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Electronic Document Service G701-1987 1

Mfr/Model # to TACO CAX-84.

Mark ET-2 change tank volume (gal.) from 90.0 to 8, change acceptance volume (gal.) from 34.0 to 5 and Mfr/Model # to, TACO CAX-30.

Attachments:  
*(List attached documents that support description.)*  
None

REQUESTED BY:

*(Signature)*

Al Cox, Construction Administration

cc:  
Kathi Wittkamper, Director NMCPLS  
Don Hill, NMCPLS Leasing Corp.  
Harold Etchison, NMCPLS, Clerk of Works.  
Joel Blum, IDG  
Chris McComas, IDG  
Les Koelling, IDG  
File 950017

*(Printed name and title)*

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Electronic Document Service G709-1993 2

# Change Order

AIA Document G701 - *Electronic Format*

OWNER [ ]  
ARCHITECT [ ]  
CONTRACTOR [ ]  
FIELD [ ]  
OTHER [ ]

PROJECT:  
*(name, address)*  
North Madison County Public Library System  
Elwood Public Library  
16th & Main Street  
Elwood, Indiana 46036

CHANGE ORDER NUMBER: 03  
DATE: 19 April 1996  
ARCHITECT'S PROJECT NO: 950017  
CONTRACT DATE: Nov. 14, 1995  
CONTRACT FOR: All Construction

TO CONTRACTOR:  
*(name, address)*  
M. D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250

The Contract is changed as follows:

Add one (1) floor combination data, telephone and electric duplex outlet box, centered under table mark F32B (Re: Dwg. A10.1) in Tech. Services Room 134. Tie duplex into nearest circuit and bring data and phone raceways out in north wall.

Change requested by Owner.

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum)(Guaranteed-Maximum-Price) was	<u>\$2,118,000.00</u>
Net change by previously authorized Change Orders	<u>\$(11,144.00)</u>
The (Contract Sum)(Guaranteed-Maximum-Price) prior to this Change Order was	<u>\$2,106,856.00</u>
The (Contract Sum)(Guaranteed-Maximum-Price) will be (increased)(decreased)(unchanged) by this Change Order in the amount of	<u>\$544.00</u>

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The new (Contract Sum)(Guaranteed-Maximum-Price) including this Change Order will be \$2,107,400.00

The Contract Time will be (increased)(decreased)(unchanged) by (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is unchanged

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

ARCHITECT  
Address  
The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

BY [Signature]  
DATE 4-30-96

CONTRACTOR  
Address  
M.D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250

BY [Signature]  
DATE 4-24-96

OWNER  
Address  
North Madison Co. Public Library System  
124 N. 16th Street  
Elwood, IN 46036

BY [Signature]  
DATE 5-14-96

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# Proposal Request

AIA Document G709 - Electronic Format

OWNER [ ]  
ARCHITECT [ ]  
CONSULTANT [ ]  
CONTRACTOR [ ]  
FIELD [ ]  
OTHER [ ]

PROJECT:  
*(Name and address)*  
Elwood Public Library

OWNER:  
*(Name and address)*  
North Madison County  
Public Library Systems (NMCPLS)  
Leasing Corporation

TO CONTRACTOR:  
*(Name and address)*  
M. D. Rowe Construction, Inc.  
7449 E. 10th Street  
P.O. Box 50273  
Indianapolis, In 46250  
Attn: Mr. David Ginn

PROPOSAL REQUEST NO.: 02  
DATE OF ISSUANCE: 12 March 1996

CONTRACT FOR: General Construction  
CONTRACT DATED: November 14, 1995  
ARCHITECT'S PROJECT NUMBER: 950017

ARCHITECT:  
*(Name and address)*  
The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within 10 days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

**THIS IS NOT A CHANGE ORDER. CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**

## Description:

*(Insert a written description of the Work.)*

Drawing M3.1, Pressure Expansion Tank Schedule, revise as follows:

Mark ET-1 change tank volume (gal.) from 131.7 to 22, change acceptance volume (gal.) from 44.4 to 12 and

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Electronic Document Service G709-1993 1

The new (Contract Sum)(Guaranteed Maximum Price) including this Change Order will be

\$2,106

The Contract Time will be (increased)(decreased)(unchanged) by (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is unchanged

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

## ARCHITECT

Address  
The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

BY

DATE

[Signature]  
4-15-96

## CONTRACTOR

Address  
M. D. Rowe Construction, Inc.  
3702 Castle Park Drive  
Indianapolis, IN 46226

DATE

OWNER

Address  
North Madison Co. Public Library System  
124 N. 16th Street  
Elwood, IN 46136

BY

DATE

[Signature]  
4-8-96  
[Signature]  
5-14-96

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Electronic Document Service G701-

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1538

(317) 552-5001  
FAX (317) 552-0955

## FAX TRANSMITTAL PAGE

DATE: May 16, 1996  
TO: Sandy Burton FROM: Jan Helpling  
\_\_\_\_\_  
\_\_\_\_\_  
FAX: \_\_\_\_\_ FAX: \_\_\_\_\_

TOTAL NUMBER OF PAGES (including this cover page). \_\_\_\_\_

RE: Sandy - These two meetings are called for Monday night so each needs advertised 2 days (not counting the week-end)

Thank you very much

Jan H.

**LIBRARY BOARD OF TRUSTEES**  
Special Meeting for Business  
May 20, 1996  
4:30 P.M.

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

- A. Selection of shingles -Elwood Project
- B. Selection of brick
- C. Bills presented

PUBLIC COMMENT

ADJOURN

**LIBRARY LEASING CORPORATION**  
Special Meeting For Business  
May 20, 1996  
6:00 P.M.

CALL TO ORDER

CALL FOR QUORUM

BUSINESS —Elwood Library, Shingles and Brick  
Bills

PUBLIC COMMENT

ADJOURN



# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5000  
FAX (317) 552-0900

## FAX TRANSMITTAL PAGE

DATE: May 16, 1996

TO: Jim Carroll FROM: Jan Helpling

FAX: \_\_\_\_\_ FAX: \_\_\_\_\_

TOTAL NUMBER OF PAGES (including this cover page). 2

RE: These are called meetings for Monday.

Thanks.

*JAH*

## BOARD OF TRUSTEES Special Meeting for Business May 20, 1996

### CALL TO ORDER

President Linda Sizelove called a special meeting for business to order at 4:30pm in the Elwood Public Library meeting room on May 20, 1996.

### CALL FOR QUORUM

Other board members present were: Beverly Austin, Pam Bohlander, Brenda Carey, Barbara Abernathy

### BUSINESS

Board members looked at samples of shingles placed by the brick mock-up of the new building for the purpose of selecting roof shingles. Motion was made by Beverly Austin to select the brown shingles (Weatherwood) for the roofing in combination with the (Tudor Blend) brick displayed in the mock-up. Pam Bohlander seconded and the motion passed.

Discussion was held regarding the project for selling bricks, headed by Linda Sizelove and Robin Hartley. Joel Blum, InterDesign asked what brick was picked for this project. Linda said she will talk to Vernon Brick Co. and decide and then will let Joel know.

A bill for M. D. Rowe Construction in the amount of \$151,263.00 was allowed with a motion from Beverly Austin, seconded by Pam Bohlander.

Change Order 04 was allowed with a motion by Pam Bohlander, seconded by Barbara Abernathy and passed.

InterDesign Group sent a "shop drawing" of the plaque with Board and Leasing Corp., etc. names to be initialed.

Jerry Kaiser(out-of-town at present) telephoned Jan today to ask that the board make a motion to accept the estimate (proposal) from the City Water Company for the amount of money they have stated. We are to give a copy of the minutes to Mayor Werline who will then order the Water Department to do the work. Mayor Werline feels the auditors will accept this and he will be in compliance if they should ask.

Board members did not like the idea that there is wording on the proposal that would leave the amount spent open:(Unforseen Cost) and also did not feel we should o.k. a payment before the job is done. Beverly Austin suggested that Jan call Attorney Wilson to see if we can actually do this under our State Board of Accounts rules and if the City really needed this prior committment - before the job was done. Members did not feel a check should be processed

ahead.

#### DIRECTOR'S REPORT

Kathi asked if United Way could display an exhibit portraying the work of their agency. Board members agreed Kathi could allow the display.

Frankton Library front will be painted soon, therefore, Kathi wanted members to know the awning would be down. The awning and sign will be put up when painting is finished.

Kathi asked for approval to hold a "Logo Contest" culminating with the opening of the new Elwood Library. She explained it would be timely because of use of the new logo on stationary, signs, invitations, etc. She would like the contest to run about two months, after which a selection would be made by board members. Then Kathi will find a graphic artist to "clean up" the design to be camera-ready for use. Anyone will be eligible to participate, including employees and board members of the library. The winner will not be compensated other than by recognition. A motion was made by Barbara Abernathy to hold a logo contest to promote the library and to design a new logo. Brenda Carey seconded and it passed.

\_\_\_\_\_  
Pamela Bohlander, Secretary  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BOARD OF TRUSTEES  
Regular Meeting for Business  
March 11, 1996  
7:00pm

#### CALL TO ORDER

President Linda Sizelove called a regular meeting for business to order at 7:00pm March 11, 1996 in the Meeting Room of the Elwood Public Library.

#### CALL FOR QUORUM

Present also were: Beverly Austin, Jerry Kaiser, Pamela Bohlander, Barbara Abernathy and Brenda Carey. Also Attorney Jim Wilson, Director Kathi Wittkamper and Admin. Ass't. Jan Helpling

#### APPROVAL OF MINUTES

Motion was made by Barbara Abernathy to approve the previous meeting minutes. It was seconded by Jerry Kaiser and passed.

CHECK REGISTER WAS SIGNED AND CHECKS SIGNED BY TREASURER JERRY KAISER.

#### BUILDING REPORT

1. Elwood - Clerk-of-the-Works Harold Etchison reported that at this point the construction company is working with the water company to tap into water lines. He feels construction has been slowed because of the bad weather but time may be made up when good weather allows work to continue for a long period. He stated that concrete people will be at the site soon to pour the remaining footings. Jerry Kaiser asked if he could help with the water line situation; we will either need to pay for installation of a \$1,000. fee. Harold feels the brick mock-up will be finished soon and board members will be asked to come to the site to see it. He also said that the selections made by Elwood of furniture and shelving are going to be featured at a convention in June.

Members discussed the mileage charge added to each of InterDesign's bills and talked about whether a visit each month by InterDesign's representative was necessary. They thought mileage should be discussed with InterDesign. The following bills were allowed by a motion from Brenda Carey, seconded by Pam Bohlander:

InterDesign	\$4,289.04
M. D. Row Construction	\$104,503.50

2. Summitville - Circulation figures are up for the Summitville area.

3. Frankton - Several remarks were made from members and attendees at the meeting that the new building looked very nice.

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

BOARD OF TRUSTEES  
Executive Meeting for Business  
May 28, 1996

## CALL TO ORDER

President Linda Sizelove called an executive meeting of the North Madison County Public Library System to order on May 28, 1996 at 6:30pm.

## CALL FOR QUORUM

Present with Mrs. Sizelove were board members: Beverly Austin, Barbara Abernathy, Pam Bohlander and Director Kathi Wittkamper. Also present was Don Hill, Leasing Corporation.

## BUSINESS

Linda Sizelove gave a report from the financial meeting at InterDesign in Indianapolis with Joel Blum and Chris McKomas of InterDesign, Lonnie Therber and Dan Kramer of Therber, Brock and Kramer, Leasing Corporation member Don Hill, Director Kathi Wittkamper, Adm.Asst. Jan Helping and board members, Linda Sizelove and Brenda Carey.

Linda emphasized to Joel and the others that we do not want to go over our budget (or \$2.5 million).

Joel explained that when it would be time to make a payment soon on the new building. Lonnie Therber gave the board options which he feels could be used in making this payment. He suggests we make the \$121,000.00 payment in June. This will free up \$87,000.00 which we could save until the end of the project. In case of an emergency, we would have it to fall back on. We would be drawing interest from this amount and the tax rate would stay the same.

Don Hill stated that he thought this would be a good business move. It would keep us from lowering the tax rate and then raising it the next year.

General Consensus is to choose the option discussed above. (See all options on attached sheet)

## Water Department Issue

Don Hill reported he was at the meetings when the Water Company asked for payment first. He said it is normal procedure to request payment "up front". We will actually be spending \$1,386.48 more than budgeted and will recoup some money because a pit will not have to be dug for the meters. Board members still question some parts of the bill but feel the issue should be settled and a check sent to the City Water Co.

Beverly J. Austin  
Linda Sizelove  
Sharon Pace

Pam Bohlander  
Pam Bohlander, Secretary

Brenda Carey

# North Madison County Public Library System

124 North 16th St

Elwood, Indiana 47020-1598

(317) 552-5001  
FAX (317) 552-0955

Board of Trustees  
Special Business Meeting  
May 28, 1996

## CALL TO ORDER

President Sizelove called the meeting to order at 7:00pm in the Elwood Public Library Meeting room.

## CALL FOR QUORUM

Also present were: Beverly Austin, Barbara Abernathy, Pamela Bohlander, Director Kathi Wittkamper and Leasing Corp. member Don Hill.

## BUSINESS

### Elwood Library Ceiling Leak

Director Wittkamper reported the roof of the Elwood Library is leaking, near the exhaust fan in the Northeast Corner - Northeast of the Charge Desk. Water has damaged the ceiling.

Bev Austin suggested Kathi have the roof looked at and get some estimates on patching.

Linda Sizelove suggested we check with our insurance carrier for any coverage of the interior.

### Lawn Mowing

Joe Kelich turned in the lowest bid for mowing the grass between the new library and the YMCA until the library is built. His bid was \$20.00 per mowing.

### Water Tap

A motion was made by Barbara Abernathy to approve the payment to the City Water Department for the water tap charge. Pam Bohlander seconded the motion.

Barbara Abernathy said she is concerned about the 10% contingency but believes we should move ahead. Beverly Austin asked that we get an answer from the State Board of Accounts to our questions.

Motion was carried with three votes of yea and one no.

Don Hill said the Leasing Corporation will approve at their meeting later this evening. He will call Glenn Murray at the Water company in the morning and tell him it has been approved. Don will ask if the check can be given them at the completion of the job, otherwise it will be mailed the beginning of next week.

Barbara Abernathy made a motion to adjourn. Pam Bohlander seconded the motion and it passed.

Beverly J. Austin  
Linda Sizelove  
Sharon Pace

Pamela Bohlander  
Pamela Bohlander, Secretary  
Brenda J. Craig

# CITY UTILITIES WATER AND SEWAGE

No. Anderson St. P.O. Box 18

Elwood, Indiana 46036

Telephone (317) 552-9844

## *Library Water Tap Costs*

### Materials

Total of all items  
needed \$1512.70

### Meter Deposit

Deposit \$ 200.00

### Equipment

Backhoe - 12 hrs. @ \$27.00 per = \$ 324.00  
Dump Truck - 12 hrs. @ \$11.00 per = \$ 132.00  
Air Compressor - 2 hrs. @ \$10.00 per = \$ 20.00  
Pick Up Truck - 12 hrs. @ \$7.50 per = \$ 90.00

### Labor

3 Men - 12 hrs. @ \$22.22 each per = \$ 799.92

### Miscellaneous / Unforseen Cost

10% of total = \$ 307.86

### Total Cost

---

\$3386.48

# Change Order

AIA Document G701 - Electronic Format

OWNER [ \_\_\_\_\_ ]  
ARCHITECT [ \_\_\_\_\_ ]  
CONTRACTOR [ \_\_\_\_\_ ]  
FIELD [ \_\_\_\_\_ ]  
OTHER [ \_\_\_\_\_ ]

PROJECT:  
(name, address)  
North Madison County Public Library System  
Elwood Public Library  
16th & Main Street  
Elwood, Indiana 46036

TO CONTRACTOR:  
(name, address)  
M. D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250

CHANGE ORDER NUMBER: 04  
DATE: 29 April 1996  
ARCHITECT'S PROJECT NO: 950017  
CONTRACT DATE: Nov. 14, 1995  
CONTRACT FOR: All Construction

The Contract is changed as follows:

1. Additional excavation of unsuitable soil in building pad area and replace with engineered fill, Add \$28,100.00 (See attached).
2. Additional site sewer relocation in accordance with Proposal Request No. 1. Work not to exceed \$9,200.00 (Actual cost exceeded \$9,200.00). Add \$9,200.00, Time Extension 7 days.
3. Unforeseen site conditions, existing concrete slab related to Item #2 above, Add \$2,795.00. Time Extension 2 days.
4. Delete over excavation and flowable fill below building foundation footings and grade beams per drawings. Not required due to finding suitable subgrade soil conditions at designed foundation elevations. 225 cu. yds. x unit cost \$60.00 = \$13,500.00. Deduct (\$13,500.00)

Total additional cost items 1, 2, and 3 Add \$40,095.00  
Total deductions item 4 Deduct (\$13,500.00)

Total cost change Add \$26,595.00

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Electronic Document Service G701-1987 1

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum)(Guaranteed-Maximum-Price) was \$2,118,000.00  
Net change by previously authorized Change Orders \$-(10,600.00)  
The (Contract Sum)(Guaranteed-Maximum-Price) prior to this Change Order was \$2,107,400.00  
The (Contract Sum)(Guaranteed-Maximum-Price) will be (increased)(decreased)(unchanged) by this Change Order in the amount of \$26,595.00  
The new (Contract Sum)(Guaranteed-Maximum-Price) including this Change Order will be \$2,133,995.00  
The Contract Time will be (increased)(decreased)(unchanged) by nine (9) days.  
The date of Substantial Completion as of the date of this Change Order therefore is September 5, 1996  
NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

ARCHITECT  
Address  
The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

BY [Signature]  
DATE 5-8-96

CONTRACTOR  
Address  
M.D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250

BY [Signature]  
DATE 5-3-96

OWNER  
Address  
North Madison Co. Public Library System  
124 N. 16th Street  
Elwood, IN 46036

BY \_\_\_\_\_  
DATE \_\_\_\_\_

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al

# Proposal Request

AIA Document G709 - Electronic Format

OWNER [ ]  
 ARCHITECT [ ]  
 CONSULTANT [ ]  
 CONTRACTOR [ ]  
 FIELD [ ]  
 OTHER [ ]

PROJECT:  
 (Name and address)  
Elwood Public Library

OWNER:  
 (Name and address)  
North Madison County  
 Public Library Systems (NMCPLS)  
 Leasing Corporation

TO CONTRACTOR:  
 (Name and address)  
M. D. Rowe Construction, Inc.  
 7465 E. 82nd Street  
 P.O. Box 502738  
 Indianapolis, In 46250  
 Attn: Mr. Scott Foley, w/5 attachments

PROPOSAL REQUEST NO.: 01  
 DATE OF ISSUANCE: January 24, 1996  
 CONTRACT FOR: General Construction  
 CONTRACT DATED: November 14, 1995  
 ARCHITECT'S PROJECT NUMBER: 950017  
 ARCHITECT:  
 (Name and address)  
The InterDesign Group, Inc.  
 141 East Ohio Street  
 Indianapolis, Indiana 46204

accordance with the Contract Documents.  
 Attachments:  
 (List attached documents that support description.)  
IDG Drawing PR#1 dated 1/24/96.

REQUESTED BY:

(Signature)  
Al Cox, Construction Administration

cc:  
Kathi Wittkamper, Director NMCPLS, w/attachment  
Don Hill, NMCPLS Leasing Corp., w/attachment  
Harold Etchison, NMCPLS, Clerk of Works, w/attachment  
Joel Blum, IDG  
Chris McComas, IDG  
John Thomas, IDG  
File 950017, w/attachment  
 (Printed name and title)

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within 10 days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

**THIS IS NOT A CHANGE ORDER, CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**

Description:  
 (Insert a written description of the Work.)

Clarification, the existing manhole on 16th Street near the alley and between Main and North Street is to be Structure #6, not the catch basin on the east side of the street near the manhole. The new sewer line between Structures #5 and #6 is to be to the existing manhole Structure #6 (not the catch basin). The existing east-west sewer, that will be under the north side of the building, was found under the existing manhole Structure #6. The manhole was built over the sewer line but the two were not tied together. The sewer line has flow from the west. There is no line shown west of the existing manhole Structure #6 on the survey drawing. The sewer line from the east side of manhole Structure #6 is at a higher elevation and dropped into the lower sewer line +/- 8'-0" east of Structure #6. The new sewer line between Structures #5 and #6 will take care of the two catch basins feeding into Structure #6. A new sewer line is to be built to relocate the lower line (line below the manhole structure #6) per attached drawing. Then the line below the new building can be abandoned. Furnish all labor, equipment and material to construct the new sewer line per attached drawing. All work to be in

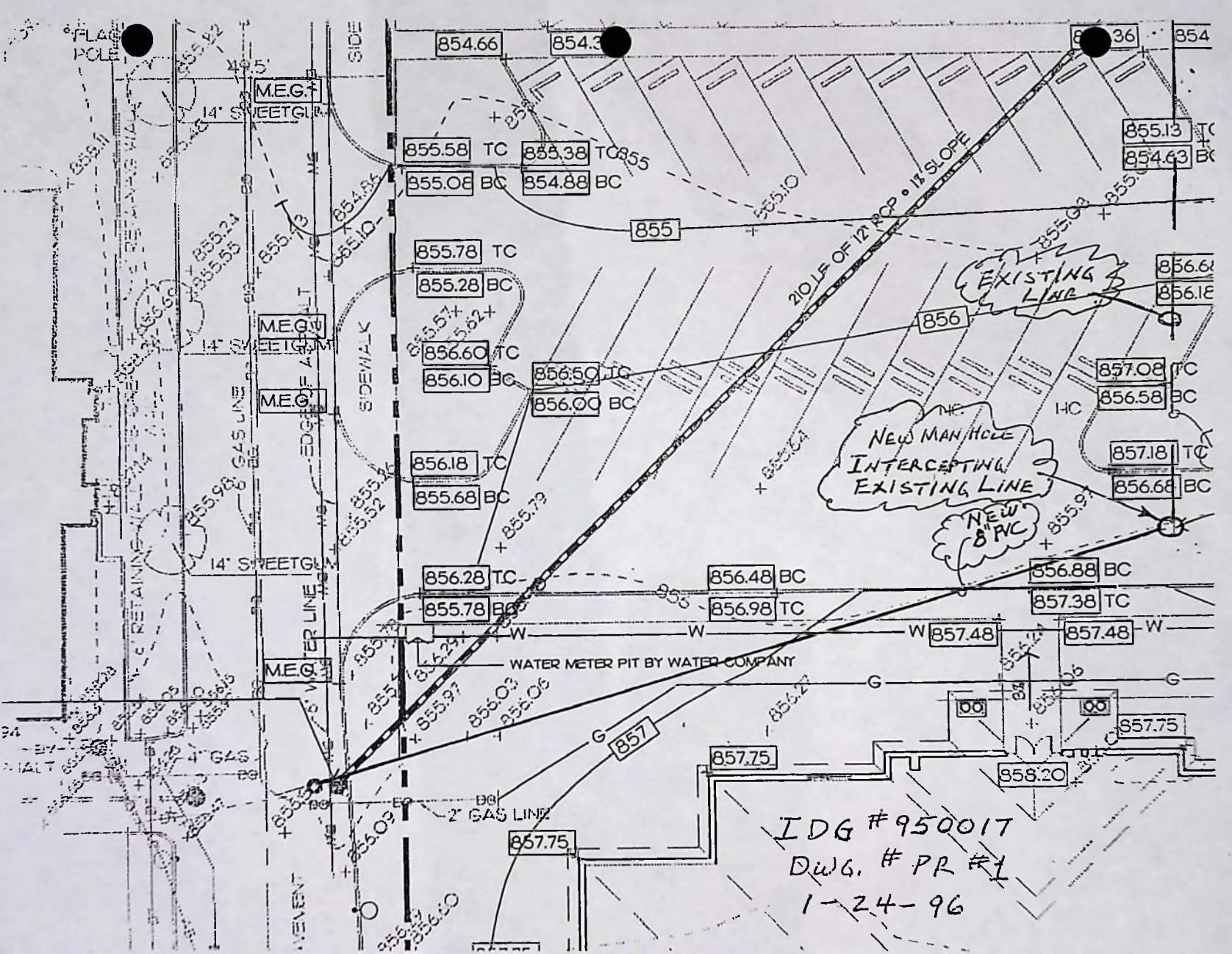
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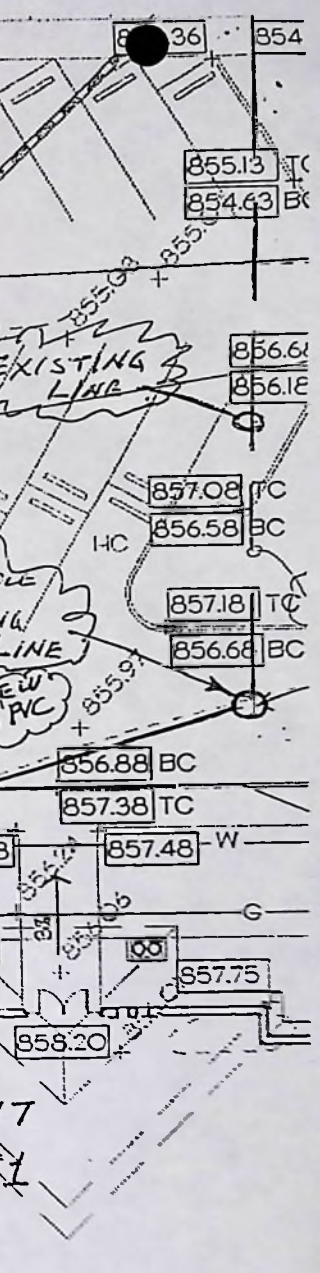
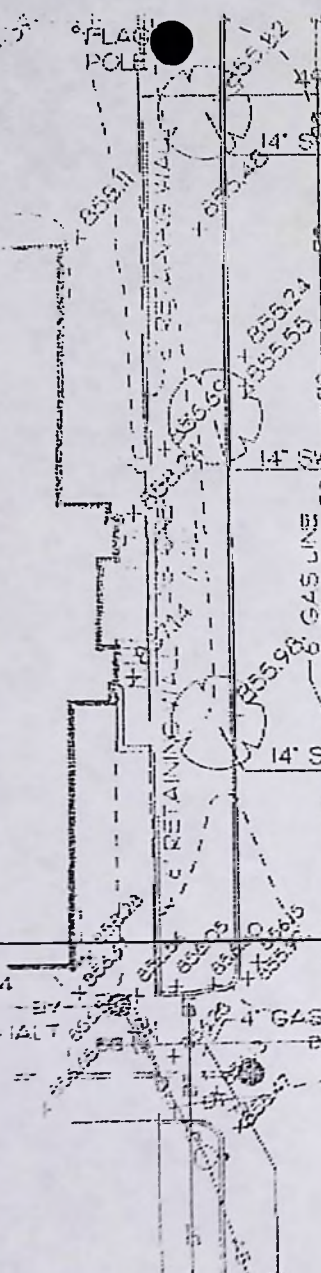
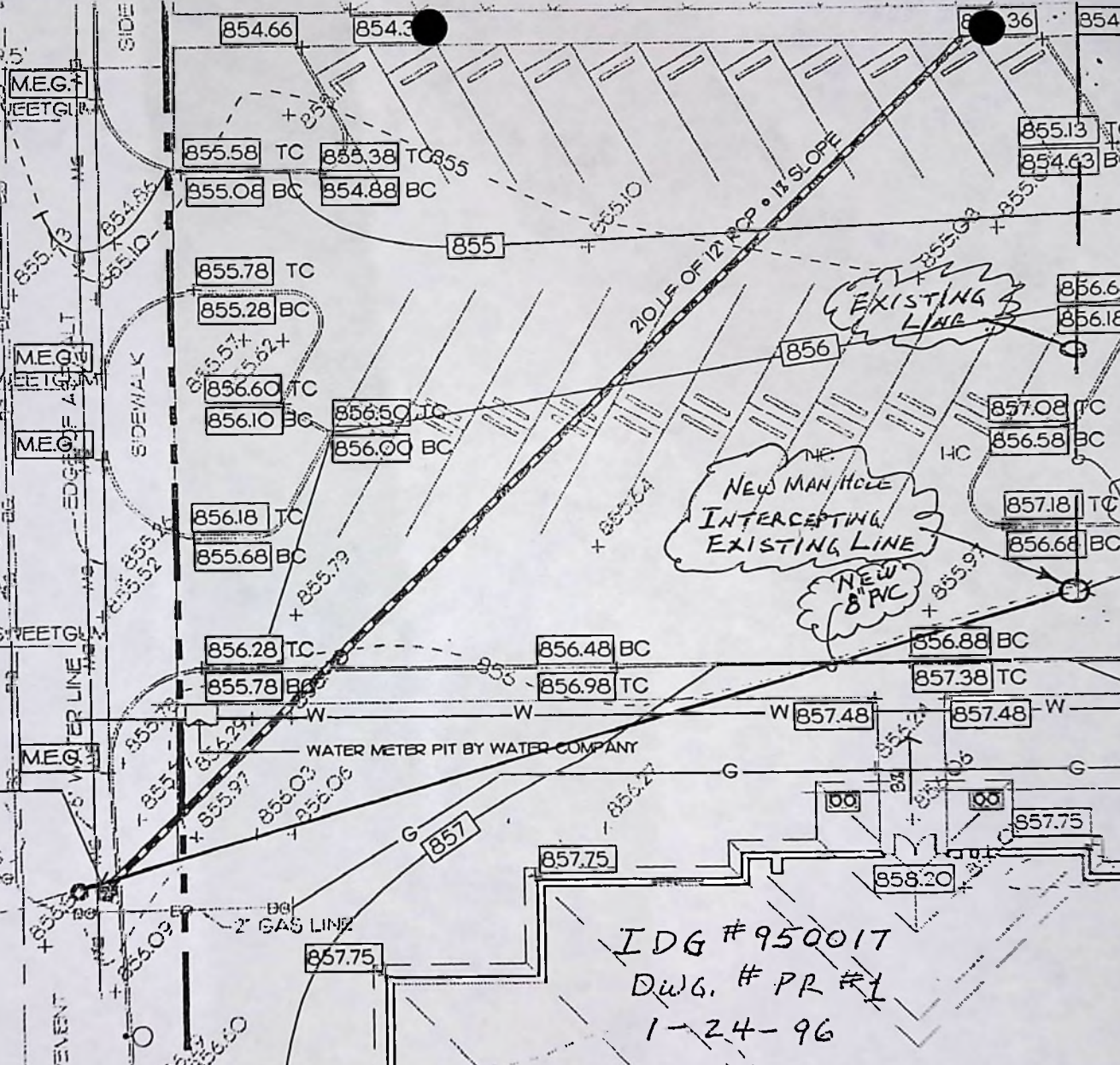
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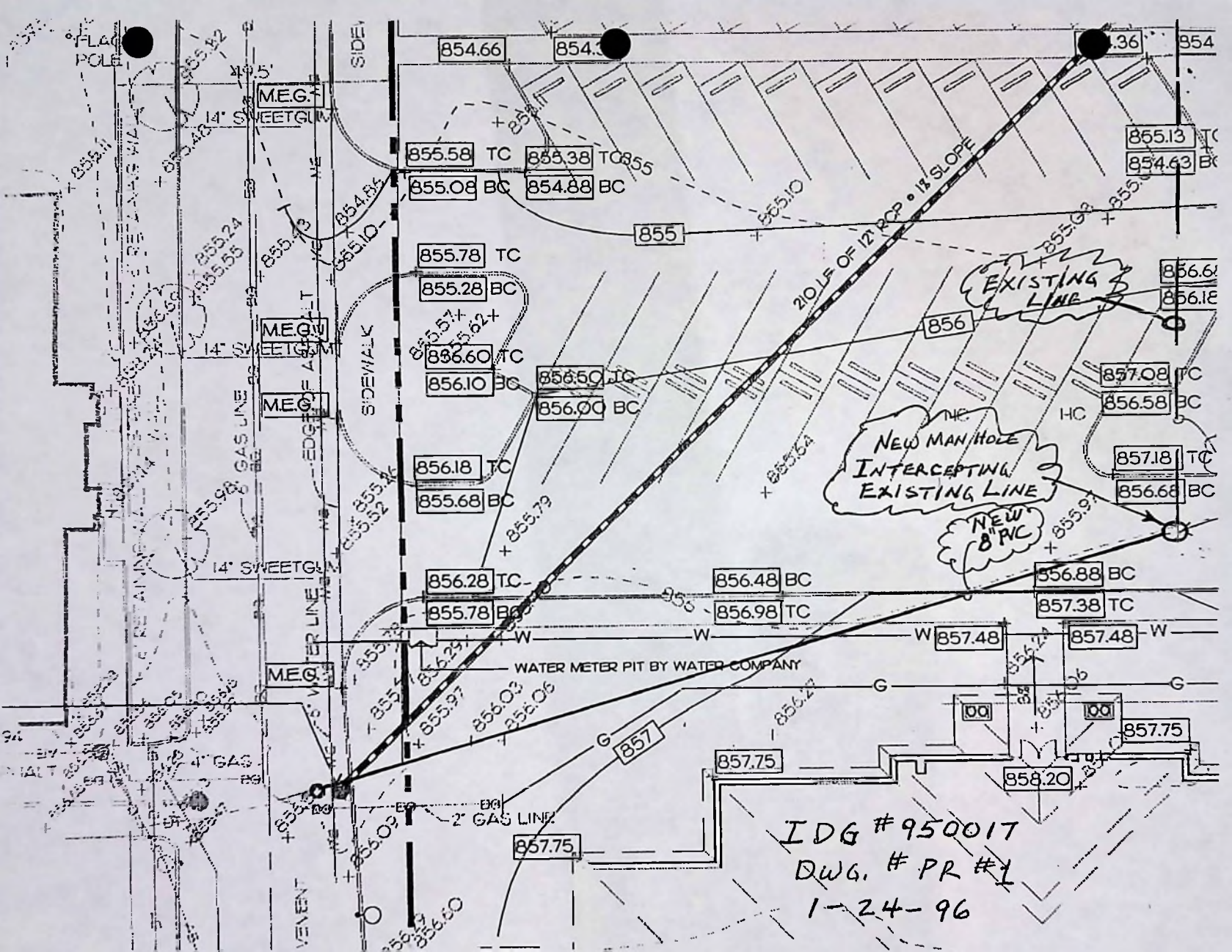
Electronic Document Service G709-1993



IDG #950017  
 DWG. # PR #1  
 1-24-96







IDG # 950017  
 DWG. # PR # 1  
 1-24-96

RIM ELEVATION - 853.42  
INVERT SW - 848.30  
EX INVERT W - 851.80  
INVERT SE - 847.43  
EX INVERT OUT - 846.90

MEG.

MEG.

854.43 TC  
853.83 BC

853.98 TC  
853.48 BC

854.36  
854.16

865.13 TC  
854.63 BC

854.93 TC  
854.43 BC

855.38 TC  
854.88 BC

856.68 TC  
856.18 BC

856.48 TC  
855.98 BC

857.08 TC  
856.58 BC

857.78 TC  
856.28 BC

856.58 TC  
856.08 BC

857.18 TC  
856.68 BC

Existing Line

New Man Hole  
Intercept Existing Line

856.88 BC  
857.38 TC

856.38 BC  
856.88 TC

856.88

857.48

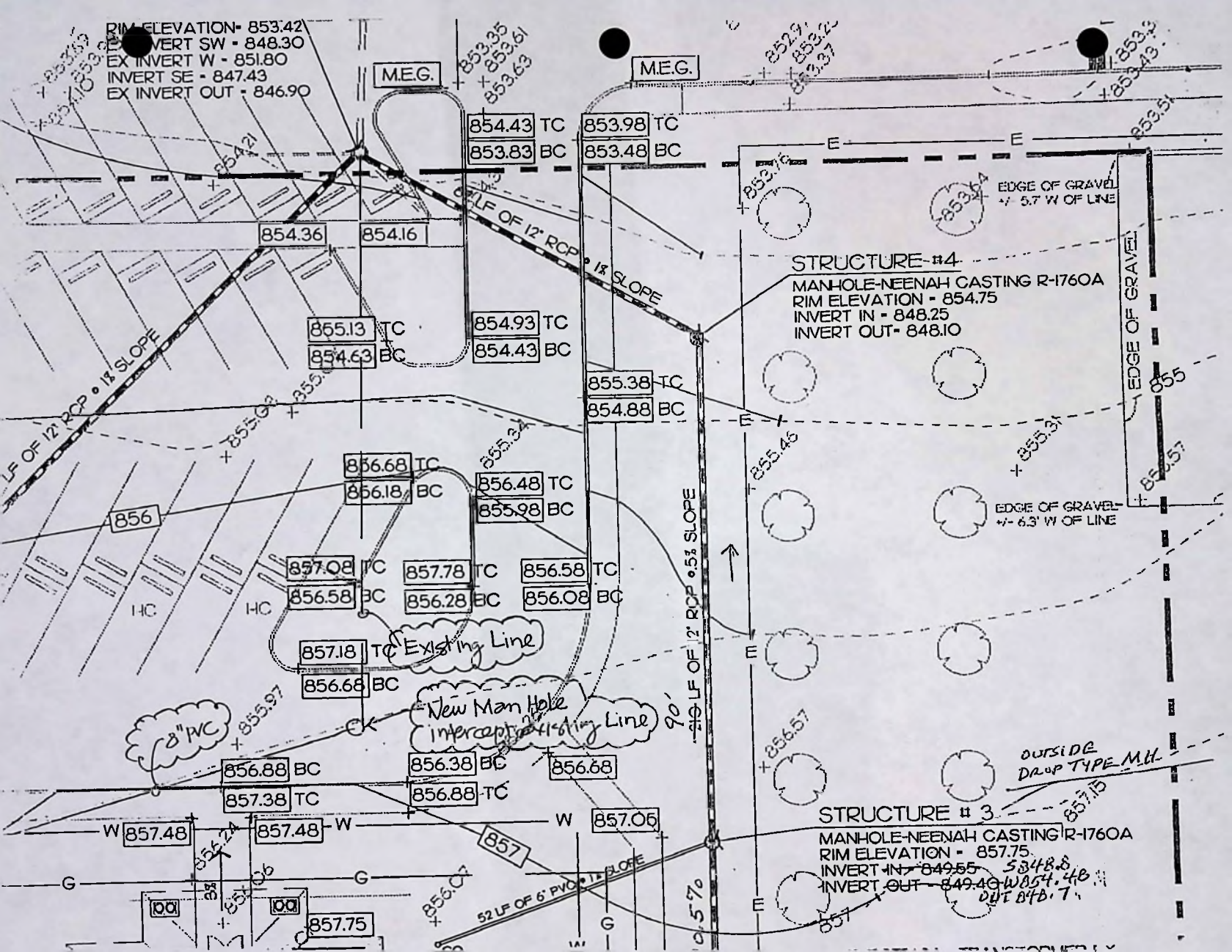
857.48

857.06

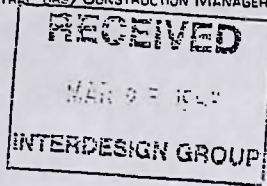
857.75

STRUCTURE #4  
MANHOLE-NEENAH CASTING R-1760A  
RIM ELEVATION - 854.75  
INVERT IN - 848.25  
INVERT OUT - 848.10

STRUCTURE #3  
MANHOLE-NEENAH CASTING R-1760A  
RIM ELEVATION - 857.75  
INVERT IN - 849.55  
INVERT OUT - 849.40



**MD Rowe**  
**CONSTRUCTION INC.**  
 GENERAL CONTRACTORS / CONSTRUCTION MANAGERS



March 22, 1996

The Interdesign Group, Inc.  
 141 East Ohio Street  
 Indianapolis, In. 46204

Attn: Al Cox

Re: Request for Change Order  
 Elwood Public Library

Dear Al,

Please find the following information regarding an item that requires a change order. We would appreciate your cooperation in expediting this since the work has been performed for quite some time.

A. Undercutting of slab performed at the recommendation of our soils engineer and direction of the Architect and Owner. The work by Fcx contractors Corp. Was performed per the unit price as stated in our contract. Break down is as follows;

1. Fcx Contractors
  - a. Excavated material 722 CYS x \$9.00 = 6,498.00 -
  - b. Engineered fill 840 CYS x \$20.00 = 16,800.00 -

2. Patriot Engineering
  - a. Testing, observation,  
 And Engineering \$ 3,068.13

Subcontractor total \$26,366.13  
 5% M.D.R. OH & P \$ 1,318.31  
 Total \$27,684.44

ADDITIONAL BOND COST M.D.R. CONSTR. 415.27

3. M.D. Rowe Construction, Inc.
  - a. Additional supervision for 5 Days of lost progress. Superintendent 40 hours x \$39.52. \$ 1,600.00  
 15% M.D.R. OH & P \$ 240.00

NO

EXCAVATION

Total	\$ 1,840.00	1217.92
Total of items 1 & 2	\$27,684.44	
Total of item 3	\$ 1,840.00	
Additional bond cost M.D.R. Construction 1.5%	\$ 442.86	29502
Total request of change	\$29,967.30	7977

A time extension of 11 days is requested on our contract date. If you have any questions please feel free to call me at 578-2737. Thank you for your help.

Sincerely,  
 M.D. Rowe Construction, Inc.  
*David Ginn Project Manager*  
 David Ginn, Project Manager

cc: file  
 Harold Etchison - NMCPLS  
 Kathi Wittkamper - NMCPLS

attachments

\$28,100.00

1817.92



# M. D. Rowe

CONSTRUCTION, INC.

8739 Castle Park Drive  
Indianapolis, IN 46258

## FAX TRANSMITTAL

PROJECT # : 140  
PROJ. NAME : Elwood Library  
ATTACHED : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO: NAME : Al Cox  
FIRM : IDG  
FAX # : ( ) \_\_\_\_\_  
DATE : 4-20-96  
TIME : \_\_\_\_\_

### COMMENTS :

\_\_\_\_\_  
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FLOWABLE FILL  
WRITE C.O.  
USING DEDUCT  
OF \$13,500  
  
C.O.#4

PHONE : (317) 578-2737  
FAX : (317) 578-7840

SIGNATURE : David Ginn  
NAME : \_\_\_\_\_

INCLUDING THE COVER SHEET 3 PAGES WERE SENT, PLEASE CALL IF ALL WERE NOT RECEIVED.

April 15, 1996

The Interdesign Group, Inc.  
141 East Ohio Street  
Indianapolis, IN. 46204

Attn: Al Cox

Re: Flowable Fill

Dear Mr. Cox,

We are following up my letter dated 4-2-96 and your letter dated 4-8-96. First we apologize for the incorrect quantity as listed on the letter of 4-2-96, we had a math error and did not catch it before submitting.

You will find attached the estimate as taken off by John Andres our estimator. His calculations show 219 yds of fill, if you have any questions on his quantities please feel free to contact him directly.

The credit would be 219 yds x 60 = \$13,140.00.

M.D. Rowe Construction, Inc.

David Ginn Project Manager  
David Ginn, Project Manager

cc: Pending c/o file

FLOWABLE FILL

$$GB - 544 LF - 114 LF - 430 LF \times 1'-4" = 573.33 \times 4 = 2293.32 LF$$

$$F3.0 @ -3'8" \text{ Bot. Ftg.} - 38 \text{ EA} \times 9 \text{ SF} \times 4' \text{ DEEP} = 1,368 \text{ CF}$$

$$F3.0 @ -3'8" \text{ Bot. Ftg.} - 6 \text{ EA} \times 9 \text{ SF} \times 4' \text{ DEEP} = 216 \text{ CF}$$

$$F3.0 @ -0'8" \text{ Bot. Ftg.} - 11 \text{ EA} \times 9 \text{ SF} \times 6' \text{ DEEP} = 594 \text{ CF}$$

$$F3.5 @ -0'8" \text{ Bot. Ftg.} - 13 \text{ EA} \times 12.5 \text{ SF} \times 6' \text{ DEEP} = 975 \text{ CF}$$

$$F4.0 @ -0'8" \text{ Bot. Ftg.} - 3 \text{ EA} \times 16 \text{ SF} \times 6' \text{ DEEP} = 288 \text{ CF}$$

$$F100 @ -3'8" \text{ Bot. Ftg.} - 2 \text{ EA} \times 9 \text{ SF} \times 2' \text{ DEEP} = 72 \text{ CF}$$

$$F101 @ -3'8" \text{ Bot. Ftg.} - 2 \text{ EA} \times 15 \text{ SF} \times 2' \text{ DEEP} = 120 \text{ CF}$$

219.49 = 5,926.32 CF  
 27 CF/YD

ELWOOD LIBRARY 4-5-96 IDG #950017  
 FOUNDATION UNDERCUT/CONTROLLED DENSITY FLOWABLE FILL

GRADE BEAMS

$$165-4 \times 2 = 330-0 \quad \text{LESS } 38 \times 3 = 114$$

$$106-8 \times 2 = 213-4$$

$$544-0$$

$$-114-0$$

$$430-0 \times 4-0 \times 1-4 = 2288'$$

FOOTINGS

$$F3.0 \quad 3-0 \times 3-0 \times 38' \times 4-0 = 1368.0'$$

$$F3.5 \quad 3-6 \times 3-6 \times 13' \times 6-0 = 955.5$$

$$F4.0 \quad 4-0 \times 4-0 \times 3' \times 6-0 = 288.0'$$

$$F100 \quad 3-0 \times 3-0 \times 2' \times 4-8 = 84.1 \quad 72'$$

$$F101 \quad 3-0 \times 5-0 \times 2' \times 4-3 = 140.1 \quad 120'$$

$$F3.0 \quad 3-0 \times 3-0 \times 11' \times 6-0 = 594.0'$$

$$F3.0 \quad 3-0 \times 3-0 \times 6 \times 5-0 = 270.0 \quad 216'$$

$$375 \quad 3614$$

$$\text{WALL FTC } 3-0 \times 25-6 \times 4-0 = 306.0$$

$$6055 \quad 210$$

$$6208$$

$$6294 \div 27 = 233$$

233	\$13950		X 60
162	9120	233	\$13950
71	4260	X 60	
		15000	
			225 x 60 = 13.

RECEIVED  
 MAR 25 1996  
 INTERDESIGN GROUP

March 20, 1996

The Interdesign Group, Inc.  
 141 East Ohio Street  
 Indianapolis, IN. 46204

Attn: Al Cox

Re: Request for change order on P.R.#1. This letter is a revision to M.D.R. letter dated 2-6-96.

Dear Al,

Find below our cost breakdown for the above proposal request.

A. Fox Contracting	\$6,967.00 ✓
Apex Paving	\$1,160.00 ✓
Subcontractor Total	\$8,127.00 ✓
M.D.R. 5% OH & P	\$ 406.00 ✓
Total	\$8,533.00 ✓
B. M.D.R. Supervision 8MH x 39.52	\$ 316.00 ✓
M.D.R. Traffic Central 8MH x 18.21	\$ 146.00 ✓
	\$ 462.00 ✓
M.D.R. 15% OH & P	\$ 69.00 ✓
Total	\$ 531.00 ✓
Total item A	\$8,533.00 ✓
Total item B	\$ 531.00 ✓
Subtotal	\$9,064.00 ✓
M.D.R. 1.5% bond	\$ 136.00 ✓
Total Extra	\$9,200.00 ✓

Time extension of contract would be 7 days. Attached are material and labor breakdowns.

*EXTRA TO SEWER PR #1*

C. During the course of completing this work a large portion of the line to structure #6 had to run thru an existing concrete floor slab. This slab was unknown and had to be removed to obtain the proper elevations. The cost incurred was as follows;

SEWER

1. Fox Contracting	\$2,277.25 ✓
M.D.R. 5% OH & P	\$ 113.86 ✓
Total	\$2,391.11 ✓
2. M.D.R. Supervision 8MH x 39.52	\$ 316.00 ✓
M.D.R. 15% OH & P	\$ 47.00 ✓
Total	\$ 363.00 ✓
Total C.1	\$2,391.11 ✓
Total C.2	\$ 363.00 ✓
	\$2,754.11 ✓
M.D.R. Bond	\$ 41.31 ✓
Total	\$2,795.42 ✓

Please find attached a highlighted copy of the concrete area and daily tickets signed by Harold Etchison. Your consideration on this matter will be appreciated.

Total time extension to contract would be 2 days.

Grand total this request	\$13,185.00
Total time extension this request	<del>11</del> days
	9

Sincerely  
 M.D. Rowe Construction, Inc.  
*David Ginn P.Mgr.*  
 David Ginn, Project Manager

attachments

cc: Pending c/o file

# ACORD. CERTIFICATE OF INSURANCE

OP ID JW  
CHARL-4  
DATE (MM/DD/YY)  
04/16/96

PRODUCER  
Burnette-Dellinger Agency, Inc  
1423 South Anderson Street  
P.O. Box 455  
Elwood IN 46036-0455

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

John W. Burnette  
Phone No. 317-552-7323 Fax No.

### COMPANIES AFFORDING COVERAGE

COMPANY  
A Westfield Companies  
COMPANY  
B  
COMPANY  
C  
COMPANY  
D

INSURED  
  
CHARLES E SHAW DBA  
ELWOOD BUILDING SUPPLY  
10296 ST. RD. 13 SOUTH  
ELWOOD IN 46036

### COVERAGES

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

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR <input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT				GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ PERSONAL & ADV INJURY \$ EACH OCCURRENCE \$ FIRE DAMAGE (Any one fire) \$ MED EXP (Any one person) \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE \$
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EACH ACCIDENT \$ AGGREGATE \$
	<b>EXCESS LIABILITY</b> <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM				EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE: <input type="checkbox"/> INCL <input type="checkbox"/> EXCL				STATUTORY LIMITS EACH ACCIDENT \$ DISEASE - POLICY LIMIT \$ DISEASE - EACH EMPLOYEE \$
A	<b>BLANKET BUS PERSONAL PROPERTY</b>	COP3337365	08/11/95	08/11/96	BLANKET \$150,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS  
BUILDING MATERIALS - COMMERCIAL & RESIDENTIAL

### CERTIFICATE HOLDER

MDR0WE1

M.D. ROWE CONSTRUCTION INC  
8739 CASTLE PARK DR  
INDIANAPOLIS IN 46256

### CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 15 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

John W. Burnette

STATE OF INDIANA )  
 ) SS:  
 COUNTY OF MADISON )

**AFFIDAVIT OF PAYMENT**

FRANCIS HOFFMAN and Michael Williams, being first duly sworn upon their oaths, depose and say that they are the duly elected and acting President/Vice President and Treasurer respectively, of North Madison County Public Library System Leasing Corporation (the "Leasing Corporation"), an Indiana corporation, with its principal place of business in Elwood, Indiana, and that this Affidavit is submitted for the purpose of authorizing certain payments by National City Bank, Indiana (the "Trustee") from the Leasing Corporation Construction Fund established by Section 3.01 of a Trust Indenture (the "Trust Indenture") entered into between the Building Corporation and the Trustee, dated as of December 4, 1995.

Deponents further say that the following are legal and binding obligations properly incurred by the Leasing Corporation in connection with the cost of constructing and financing the building to be constructed by the Leasing Corporation on the real estate described in Exhibit A to the Trust Indenture. The following expenditures, amounts thereof and to whom due are referred to in statements of the creditors attached hereto:

<u>To Whom Due</u>	<u>Amount</u>	<u>Character of Expenditure</u>
<u>M. D. Rowe Construction</u>	<u>\$151,263.00</u>	<u>Construction Cost</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\*This Affidavit is used to authorize the Trustee to make payments from the Construction Fund pursuant to Section 3.01 of the Trust Indenture. Note that at the time of closing the Trustee will need to reimburse the Leasing Corporation for any fees to be reimbursed as indicated in the budget.

Deponents further say that attached to this Affidavit are the statements of the above creditors as received by the Leasing Corporation.

Further Deponents saith not.

Francis Hoffman  
Michael Williams

Subscribed and sworn to before me, a Notary Public in and for said county and state, this 20th day of May, 1996

MY COMMISSION EXPIRES:  
December 9, 1999

Sharon J. Fouts  
 SHARON J. FOUTS Notary Public  
 County of Residence: Madison

This instrument prepared by:

JAMES W. WILSON/1286-48  
 BINGHAM, FARRER & WILSON, P.C.  
 Attorneys at Law  
 P. O. Box 494  
 Elwood, Indiana 46036-0494  
 Telephone: (317) 552-9878  
 library\affidavi\sb



PARTIAL WAIVER OF LIEN

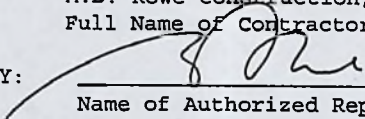
WHEREAS, M.D. Rowe Construction, Inc., the undersigned (Contractor") has been heretofore employed by North Madison County Public Library System, ("Company") to furnish certain materials, supplies, equipment or labor for or in connection with improvements owned by North Madison County Library System, (Owner) and located at 1600 Main Street Elwood, IN. 46036 hereinafter collectively referred to as the "Premises"; and

WHEREAS, the undersigned is duly authorized to execute this Partial Waiver of Lien for and on behalf of the Contractor;

NOW, THEREFORE, The Contractor, for and in consideration of the receipt of One Hundred Fifty-One Thousand Two Hundred Sixty-Three--00/100 (\$151,263.00), hereby waives, and releases the Owner of the Premises and the Company from any and all liens, rights of lien or claims of whatsoever kind or character on or against the Premises or the improvements located thereon on account of any and all labor, supplies, equipment or material furnished for, in connection with or incorporated in the Premises by the Contractor on or before the date hereof; represents and warrants that no other person or party has any right to a lien or claim on account of any labor or work performed or material, supplies or equipment furnished by, to or through the Contractor, on or before the date hereof, and agrees to indemnify, defend and hold Owner and the Company harmless from and against any and all claims or liens or any labor, material or services furnished for or in connection with or incorporated on the Premises by, through or to the Contractor prior to the date hereof. This Partial Waiver of Lien is given in order to induce the Company to pay the amount indicated above, and upon receipt of such amount by the Contractor, this release may be recorded, becomes valid, enforceable and of full effect.

M.D. Rowe Construction, Inc.  
Full Name of Contractor

BY:

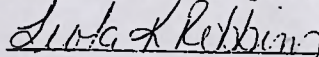
  
Name of Authorized Representative  
Title: President

Dated: April 17, 1996

STATE OF INDIANA        )  
                                  ) SS:  
COUNTY OF MARION        )

BEFORE ME, a Notary Public in and for said County and State, personally appeared Mark D. Rowe, who acknowledged the execution of the foregoing Partial Waiver of Lien, and who having been sworn, states that the representations therein contained are true.

WITNESS my hand and Notarial Seal this 19 day of April, 1996



Notary Public

My Commission Expires:  
December 19, 1999

My County and State of Residence:  
Rush, Indiana

# APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702 (Instructions on reverse side) PAGE ONE OF 10 PAGES

TO OWNER: North Madison County Public  
Library System  
124 North 16th Street  
Elwood, Indiana 46036

PROJECT: Elwood Public Library

APPLICATION NO.: 140-3  
PERIOD TO: 04-19-96  
PROJECT NOS.: IDG#950017

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: M.D. Rowe Construction, Inc.  
8739 Castle Park Drive  
Indianapolis, Indiana 46256

VIA ARCHITECT: The Interdesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

CONTRACT DATE: 14 Nov. 1995

CONTRACT FOR:

## CONTRACTOR'S APPLICATION FOR PAYMENT

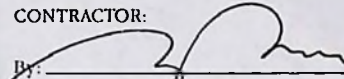
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 2,118,000.00
2. Net change by Change Orders ..... \$ (10,664.00)
3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$ 2,107,336.00
4. TOTAL COMPLETED & STORED TO DATE ..... \$ 320,160.00  
(Column G on G703)
5. RETAINAGE:
  - a. 10 % of Completed Work ..... \$ 32,016.00  
(Columns D + E on G703)
  - b. \_\_\_\_\_ % of Stored Material ..... \$ \_\_\_\_\_  
(Column F on G703)
 Total Retainage (Line 5a + 5b or  
Total in Column I of G703) ..... \$ 32,016.00
6. TOTAL EARNED LESS RETAINAGE ..... \$ 288,144.00  
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT  
(Line 6 from prior Certificate) ..... \$ 136,881.00
8. CURRENT PAYMENT DUE ..... \$ 151,263.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE  
(Line 3 less Line 6) ..... \$ 1,819,192.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		(10,664.00)
Total approved this Month		
TOTALS		(10,664.00)
NET CHANGES by Change Order	(10,664.00)	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:  Date: 19 April 1996

State of: Indiana  
County of: Madison  
Subscribed and sworn to before  
me this 19th day of April, 1996


Notary Public: Loeta K. Robbins  
My Commission expires: 19 December 1999

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 151,263.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: The Interdesign Group, Inc.  
By:  Date: APR 25 1996

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE 2 OF 10 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT,

containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.


APPLICATION NO.: 140-3

APPLICATION DATE: 04-19-96

PERIOD TO: 03-19-96

ARCHITECT'S PROJECT NO.: IDG#950017

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G ÷ C)			
1	Pay/Performance Bond Material	24,900.00	24,900.00			24,900.00	100.00%	0.00	
2	Cleanup Labor	5,726.00	310.00			310.00	5.41%	5,416.00	
3	Site Clearing Labor	21,100.00	21,100.00			21,100.00	100.00%	0.00	
4	Mass Earthwork Labor	22,700.00	20,430.00			20,430.00	90.00%	2,270.00	
	Material	7,000.00	6,300.00			6,300.00	90.00%	700.00	
5	Storm/Sanitary Sewer Labor	14,000.00	14,000.00			14,000.00	100.00%	0.00	
	Material	14,000.00	14,000.00			14,000.00	100.00%	0.00	
6	Site Water Line Labor	19,900.00				0.00	0.00%	19,900.00	
	Material	12,000.00				0.00	0.00%	12,000.00	
7	Asphalt Labor	7,840.00				0.00	0.00%	7,840.00	
	Material	14,560.00				0.00	0.00%	14,560.00	
8	Landscaping Labor	11,000.00	1,100.00			1,100.00	10.00%	9,900.00	
	Material	13,800.00				0.00	0.00%	13,800.00	
9	Soil Treatment Labor	1,000.00		900.00		900.00	90.00%	100.00	
	Material	4,000.00		3,600.00		3,600.00	90.00%	400.00	
10	Concrete Pavers Labor	1,200.00				0.00	0.00%	1,200.00	
	Material	3,300.00				0.00	0.00%	3,300.00	
	<b>SUBTOTAL</b>	<b>198,026.00</b>	<b>102,140.00</b>	<b>4,500.00</b>	<b>0.00</b>	<b>106,640.00</b>	<b>53.85%</b>	<b>91,386.00</b>	<b>0.00</b>

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PAGE 3 OF 10 PAGES

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APPLICATION NO.: 140-3

APPLICATION DATE: 04-19-96

PERIOD TO: 04-19-96

ARCHITECT'S PROJECT NO.: IDG#950017

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	E WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE
			D FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G ÷ C)			
11	Concrete Reinforcement Labor	2,000.00	1,800.00			1,800.00	90.00%	200.00	
	Material	4,000.00	4,000.00			4,000.00	100.00%	0.00	
12	Concrete Foundations Labor	28,500.00	27,075.00	1,425.00		28,500.00	100.00%	0.00	
	Material	16,500.00	15,675.00			15,675.00	95.00%	825.00	
13	Concrete Building Slabs Labor	14,000.00	1,400.00	11,900.00		13,300.00	95.00%	700.00	
	Material	25,000.00		23,750.00		23,750.00	95.00%	1,250.00	
14	Concrete Walks Labor	7,000.00				0.00	0.00%	7,000.00	
	Material	4,800.00				0.00	0.00%	4,800.00	
15	Concrete Curbs Labor	8,500.00				0.00	0.00%	8,500.00	
	Material	6,000.00				0.00	0.00%	6,000.00	
16	Masonry Units/Addsys Labor	4,000.00		2,000.00		2,000.00	50.00%	2,000.00	
	Material	3,000.00		1,500.00		1,500.00	50.00%	1,500.00	
17	Brick Labor	61,000.00				0.00	0.00%	61,000.00	
	Material	30,000.00				0.00	0.00%	30,000.00	
18	Limestone Labor	21,000.00				0.00	0.00%	21,000.00	
	Material	30,843.00				0.00	0.00%	30,843.00	
19	Structural Steel Labor	38,000.00		34,200.00		34,200.00	90.00%	3,800.00	
	Material	42,000.00		40,740.00		40,740.00	97.00%	1,260.00	
SUBTOTAL		346,143.00	49,950.00	115,515.00	0.00	165,465.00	47.80%	180,678.00	0.00



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PAGE 4 OF 10 PAGES

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APPLICATION DATE: 04-19-96

PERIOD TO: 04-19-96

ARCHITECT'S PROJECT NO.: IDG#950017

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G ÷ C)			
20	Rough Framing Walls Labor	77,000.00		1,540.00		1,540.00	2.00%	75,460.00	
	Material	38,000.00		34,200.00		34,200.00	90.00%	3,800.00	
21	Rough Framing Trusses Labor	24,000.00				0.00	0.00%	24,000.00	
	Material	40,000.00				0.00	0.00%	40,000.00	
22	Exterior Trim Labor	11,000.00				0.00	0.00%	11,000.00	
	Material	24,400.00				0.00	0.00%	24,400.00	
23	Wood Columns Labor	6,000.00				0.00	0.00%	6,000.00	
	Material	25,088.00				0.00	0.00%	25,088.00	
24	Casework Labor	6,000.00				0.00	0.00%	6,000.00	
	Material	18,200.00				0.00	0.00%	18,200.00	
25	Batt Insulation Labor	12,000.00				0.00	0.00%	12,000.00	
	Material	9,000.00				0.00	0.00%	9,000.00	
26	Sound Insulation Labor	3,100.00				0.00	0.00%	3,100.00	
	Material	4,000.00				0.00	0.00%	4,000.00	
27	Roofing Labor	26,000.00				0.00	0.00%	26,000.00	
	Material	14,000.00				0.00	0.00%	14,000.00	
28	Misc. Sheet Metal Labor	7,000.00				0.00	0.00%	7,000.00	
	Material	13,000.00				0.00	0.00%	13,000.00	
SUBTOTAL		357,788.00	0.00	35,740.00	0.00	35,740.00	9.99%	322,048.00	0.00



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PAGE 1 OF 10 PAGES

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APPLICATION DATE: 04-19-96

PERIOD TO: 04-19-96

ARCHITECT'S PROJECT NO.: IDG#950017

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G ÷ C)			
29	Sealants Labor	2,000.00				0.00	0.00%	2,000.00	
	Material	1,000.00				0.00	0.00%	1,000.00	
30	Hollow Metal Frames Labor	8,500.00				0.00	0.00%	8,500.00	
	Material	28,500.00				0.00	0.00%	28,500.00	
31	Hardware Labor	8,000.00				0.00	0.00%	8,000.00	
	Material	13,400.00				0.00	0.00%	13,400.00	
32	Wood Doors Labor	6,200.00				0.00	0.00%	6,200.00	
	Material	18,000.00				0.00	0.00%	18,000.00	
33	Access Doors Labor	350.00				0.00	0.00%	350.00	
	Material	350.00				0.00	0.00%	350.00	
34	Aluminum Ent/Windows Labor	17,860.00				0.00	0.00%	17,860.00	
	Material	61,740.00				0.00	0.00%	61,740.00	
35	Glass/Glazing Labor	6,400.00				0.00	0.00%	6,400.00	
	Material	15,000.00				0.00	0.00%	15,000.00	
36	Plaster/Lath Labor	27,200.00				0.00	0.00%	27,200.00	
	Material	10,800.00				0.00	0.00%	10,800.00	
37	Gypsum Drywall Labor	51,000.00				0.00	0.00%	51,000.00	
	Material	39,000.00				0.00	0.00%	39,000.00	
SUBTOTAL		315,300.00	0.00	0.00	0.00	0.00	0.00%	315,300.00	0.00



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ARCHITECT'S PROJECT NO.: IDG#950017

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G ÷ C)			
38	Acoustical Ceiling Labor	14,600.00				0.00	0.00%	14,600.00	
	Material	9,500.00				0.00	0.00%	9,500.00	
39	Carpet/Flooring Labor	7,000.00				0.00	0.00%	7,000.00	
	Material	47,240.00				0.00	0.00%	47,240.00	
40	Resilient Flooring Labor	1,290.00				0.00	0.00%	1,290.00	
	Material	3,865.00				0.00	0.00%	3,865.00	
41	Ceramic Tile Labor	3,785.00				0.00	0.00%	3,785.00	
	Material	15,714.00				0.00	0.00%	15,714.00	
42	Painting/Wallcovering Labor	33,750.00				0.00	0.00%	33,750.00	
	Material	11,250.00				0.00	0.00%	11,250.00	
43	Visual Display Labor	6,600.00				0.00	0.00%	6,600.00	
	Material	3,500.00				0.00	0.00%	3,500.00	
44	Louvers Labor	200.00				0.00	0.00%	200.00	
	Material	550.00				0.00	0.00%	550.00	
45	Toilet Compartments Labor	300.00				0.00	0.00%	300.00	
	Material	2,200.00				0.00	0.00%	2,200.00	
46	Flag Pole Labor	200.00				0.00	0.00%	200.00	
	Material	750.00				0.00	0.00%	750.00	
SUBTOTAL		162,294.00	0.00	0.00	0.00	0.00	0.00%	162,294.00	0.00



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# CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE 1 OF 10 PAGES

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APPLICATION NO.: 140-3

APPLICATION DATE: 04-19-96

PERIOD TO: 04-19-96

ARCHITECT'S PROJECT NO.: IDG#950017

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (I + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G ÷ C)			
47	Signs/Identifying Devices Labor	410.00				0.00	0.00%	410.00	
	Material	2,820.00				0.00	0.00%	2,820.00	
48	F.E.C Labor	150.00				0.00	0.00%	150.00	
	Material	550.00				0.00	0.00%	550.00	
49	Book Depository Labor	200.00				0.00	0.00%	200.00	
	Material	1,500.00				0.00	0.00%	1,500.00	
50	Book Theft Detection Material	2,000.00				0.00	0.00%	2,000.00	
51	Unit Kitchens Labor	200.00				0.00	0.00%	200.00	
	Material	7,700.00				0.00	0.00%	7,700.00	
52	Library Furniture Labor	2,500.00				0.00	0.00%	2,500.00	
	Material	75,680.00				0.00	0.00%	75,680.00	
53	Library Equipment Labor	4,500.00				0.00	0.00%	4,500.00	
	Material	196,500.00				0.00	0.00%	196,500.00	
54	Entry Mats Labor	300.00				0.00	0.00%	300.00	
	Material	800.00				0.00	0.00%	800.00	
55	Curtains labor	100.00				0.00	0.00%	100.00	
	Material	400.00				0.00	0.00%	400.00	
SUBTOTAL		296,310.00	0.00	0.00	0.00	0.00	0.00%	296,310.00	0.00



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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G ÷ C)			
56	Plumbing Rough In Labor	8,900.00		4,895.00		4,895.00	55.00%	4,005.00	
	Material	11,000.00		6,050.00		6,050.00	55.00%	4,950.00	
57	Plumbing Fixtures/Trim Labor	4,400.00				0.00	0.00%	4,400.00	
	Material	13,000.00				0.00	0.00%	13,000.00	
58	Fire Protection-Site Labor	8,000.00				0.00	0.00%	8,000.00	
	Material	7,000.00				0.00	0.00%	7,000.00	
59	Fire Protection-Bldg. Labor	18,000.00				0.00	0.00%	18,000.00	
	Material	12,000.00				0.00	0.00%	12,000.00	
60	HVAC Duct Work Labor	11,500.00				0.00	0.00%	11,500.00	
	Material	18,400.00				0.00	0.00%	18,400.00	
61	HVAC Piping Labor	14,600.00				0.00	0.00%	14,600.00	
	Material	23,000.00				0.00	0.00%	23,000.00	
62	Chiller/AHU Labor	2,200.00				0.00	0.00%	2,200.00	
	Material	41,100.00				0.00	0.00%	41,100.00	
63	Boilers Labor	3,000.00				0.00	0.00%	3,000.00	
	Material	21,000.00				0.00	0.00%	21,000.00	
64	Grilles/Diffusers Labor	2,000.00				0.00	0.00%	2,000.00	
	Material	5,500.00				0.00	0.00%	5,500.00	
SUBTOTAL		224,600.00	0.00	10,945.00	0.00	10,945.00	4.87%	213,655.00	0.00



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PERIOD TO: 04-19-96

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			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G ÷ C)			
65	VAU Boxes Labor	3,000.00				0.00	0.00%	3,000.00	
	Material	5,500.00				0.00	0.00%	5,500.00	
66	HVAC Test & Balance Labor	5,000.00				0.00	0.00%	5,000.00	
	Material	600.00				0.00	0.00%	600.00	
67	TEM Controls Labor	17,000.00				0.00	0.00%	17,000.00	
	Material	40,505.00				0.00	0.00%	40,505.00	
68	Electrical Conduit/Wire Labor	8,700.00		870.00		870.00	10.00%	7,830.00	
	Material	5,000.00		500.00		500.00	10.00%	4,500.00	
69	Electrical Devices Labor	4,900.00				0.00	0.00%	4,900.00	
	Material	4,000.00				0.00	0.00%	4,000.00	
70	Electrical Switch Gear Labor	3,900.00				0.00	0.00%	3,900.00	
	Material	15,500.00				0.00	0.00%	15,500.00	
71	Electrical Lighting Labor	16,000.00				0.00	0.00%	16,000.00	
	Material	48,000.00				0.00	0.00%	48,000.00	
72	Electrical Fire Alarm Labor	5,965.00				0.00	0.00%	5,965.00	
	Material	11,305.00				0.00	0.00%	11,305.00	
73	Electrical Site Lighting Labor	4,200.00				0.00	0.00%	4,200.00	
	Material	7,800.00				0.00	0.00%	7,800.00	
	<b>SUBTOTAL</b>	<b>206,875.00</b>	<b>0.00</b>	<b>1,370.00</b>	<b>0.00</b>	<b>1,370.00</b>	<b>0.66%</b>	<b>205,505.00</b>	<b>0.00</b>



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04/17/1996 13:07 6787848

Post-It* Fax Note	7871	Date	4/25/96	# of pages	
To	Al Cox	From	Harold Etchison		
Co. Dept.	INTER-DESIGN	Co.	NMCPHS/Elwood		
Phone #		Phone #	317-552-5001		
Fax #	317-263-9644	Fax #	317-552-0955		

April 17, 1996

North Madison County Public Library  
1600 Main Street  
Elwood, IN 46036

RE: Stored material for Elwood public library

M.D. Rowe Construction Inc. Respectfully request permission to store the rough framing lumber offsite. The offsite storage will be at the storage yard of Elwood Building Supply 27th and South X Elwood, IN 46036.

All bundles of material will be marked for M.D. Rowe construction Inc. Elwood Building Supply has furnished their certificate of insurance which is attached.

M.D. Rowe Construction Inc.

*David Ginn* Project Manager  
David Ginn  
Project Manager

Approved by NMCPL

*Ronald J. Hill* Date 4/19/96

*Robert Williams* Date 4/19/96

*Francis Hoffman* Date 4/19/96

cc: Al Cox  
Attachment:

The Interdesign Group

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
June 10, 1996  
6:00pm

CALL TO ORDER

CALL FOR QUORUM

APPROVAL OF MINUTES

CLAIMS REGISTER AND CHECKS

BUILDING REPORT

1. Elwood-
  - a. Bill presented - M.D. Rowe
  - b. Clerk-of-the-Works Report

OLD BUSINESS

NEW BUSINESS

1. New PLAC Law
2. Budget Meetings - Dates
3. Circulation Policy - Addendum
4. Meeting Room Policy

DIRECTOR'S REPORT

PUBLIC COMMENT

Executive Session  
6:30pm

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

- A. Purchase or Lease of Real Property  
(IC 5-14-1.5-6-(B) (2) (d))
- B. Personnel

ADJOURN

# North Madison County Public Library System

24 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

BOARD OF TRUSTEES  
Executive Session  
June 10, 1996  
7:00pm

CALL TO ORDER

President Linda Sizelove called the executive session to order at 7:00pm in the Elwood Public Library meeting room June 10, 1996.

CALL FOR QUORUM

Other board members present were: Beverly Austin, Brenda Carey, Pam Bohlander and Jerry Kaiser. Also attending were Director Kathi Wittkamper and Adm. Ass't. Jan Helpling and six staff members.

BUSINESS

An open discussion was held between board members and staff members about the Personnel Policy. Linda Sizelove said she wanted the board to know how the staff felt about some parts of the policy. There will be another meeting of the Personnel committee next week.

\_\_\_\_\_  
Pamela Bohlander, Secretary

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

BOARD OF TRUSTEES  
Regular Business Meeting  
June 10, 1996  
6:00pm

## CALL TO ORDER

President Linda Sizelove called a regular business meeting to order at 6:00pm on June 10, 1996 in the Elwood Public Library meeting room.

## CALL FOR QUORUM

Other board members present were: Beverly Austin, Sharan Pace, Pam Bohlander, Jerry Kaiser, Brenda Carey, Director Kathi Wittkamper and Adm. Ass't. Jan Helpling.

## APPROVAL OF MINUTES

Motion was made to accept the previous month's minutes by Beverly Austin, seconded by Jerry Kaiser.

## CLAIMS REGISTER AND CHECKS

Claims register was signed by board members and checks signed by Treasurer Jerry Kaiser.

## OLD BUSINESS

Linda Sizelove gave a brief update on the Brick Project. She has been informed the number of letters to be used on each of the two lines on the bricks is eighteen. She will work on the brochure for ordering bricks and report back to the board.

## BUILDING REPORT

A bill was presented from M. D. Rowe Construction, Inc. in the amount of \$182,849.49. Motion to pay this bill was made by Pam Bohlander, seconded by Sharan Pace.

Kathi reported Harold Etchison was out of town, however, the word from the architect is that the building is still behind schedule.

## NEW BUSINESS

Kathi reported she called three roofing companies to give her estimates for fixing the leaks at the Elwood Library. The companies were Craig Roofing, Smith Roofing and Vernon Roofing. Craig Roofing came to the library, looked at the problem and gave an estimate of \$450.00 to solve the most pressing problem around the vent area in the ceiling. They will do additional flashing work that may prevent more problems later, at a cost of \$200.00. After discussion, motion was made by Beverly Austin that Kathi get more detailed information from Craig Roofing in regard to the extra work and then proceed with hiring it done. Brenda Carey seconded.

## PLAC Law

Kathi explained that at present staff verify status of patrons outside the NMCPLS service area by calling their home library. Staff members ask if the patron is in good standing, nothing more. She said if the board would affirm this procedure as satisfactory, she will work on the ACCESS POLICY to make any changes necessary. Motion was made to approve the present procedure by Brenda Carey, seconded by Sharan Pace and passed.

## Budget Meetings

Kathi gave board members a calendar with scheduled budget meetings for July and August. There will also be a budget work session planned for July 15 at 6:30pm. August board meeting was set for August 19, after which the Budget Public Hearing will be held.

## Circulation Policy

There has been a problem recently with people not accepting the certified letters that are sent out to them for overdue books. The post office has told us that after they try to deliver the letters, they consider this delivery over, even if the person refuses the letter. Board members feel that the library should proceed with the policy following the certified letter even though the person refuses to accept it.

## Meeting Room Policy

The Library policy committee got together to write the meeting room policy. They added a \$10.00 deposit when renting the room. Kathi said she would be adding items to the equipment list available to reserve as they are added in the new building. She said she would like to wait until after the dedication ceremony to take reservations for the meeting room. Motion was made to accept the new Meeting Room Policy by Pam Bohlander, seconded by Beverly Austin and passed.

## Logo Contest

Kathi presented contest rules for the Logo Contest that will be held. She wants to extend the contest to August 31 and will notify newspapers.

## PUBLIC COMMENTS

Don Hill asked that Harold Etchison look over the bill that was allowed to be paid to M.D. Rowe.

MOTION WAS MADE BY JERRY KAISER THAT THE MEETING BE ADJOURNED AT 6:45PM. BRENDA CAREY SECONDED.

CHECK REGISTER  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 10 JUN 96

PAGE 1

*Pamela Bohlander*  
 Pamela Bohlander, Secretary  
*Sharon Pace*  
*Lynne Taylor*

*Brenda J. Camp*  
*Cecily J. Austin*  
*Jerry Hoover*

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
✓015546	00390	AMERITECH	290.92	10-JUN-96	TELE. - ELWOOD, SUMMITVILLE
✓015547	00391	ARAB TERMITE & PEST CONTROL	18.00	10-JUN-96	PEST CONTROL
✓015548	00392	AUDIO VISUAL COMMUNICATIONS	573.00	10-JUN-96	COMPUTER PARTS, MAINT. AGREE
✓015549	00393	BARBARA HUDSON	15.00	10-JUN-96	WINDOW WASHING - FRANKTON
✓015550	00394	BARBARA MCADAMS	43.83	10-JUN-96	PETTY CASH REIMBURSEMENT
✓015551	00395	BAKER & TAYLOR BOOKS	2549.77	10-JUN-96	BOOKS - ELWOOD, FRANK., SUMM
✓015552	00396	BQC GASES	29.39	10-JUN-96	CYLINDER RENTAL
✓015553	00397	BURNETTE - DELLINGER INC.	181.00	10-JUN-96	INS. -BLANKET & WK.COMP AUDI
✓015554	00398	CAROLYN LAMBERTSON	30.00	10-JUN-96	MILEAGE
✓015555	00399	CUSTOMER SERVICE	21.95	10-JUN-96	BOOK - FRANKTON
✓015556	00400	DEMCO	58.96	10-JUN-96	SUPPLIES - ELWOOD
✓015557	00401	DVO SUPPLY COMPANY	49.79	10-JUN-96	CLEANING SUPPLIES
✓015558	00402	ETCHISON'S FARM FLOWERS	30.00	10-JUN-96	FLOWERS - DENNY ROBINSON
✓015559	00403	GROLIER EDUCATIONAL CORP.	887.19	10-JUN-96	BOOKS - ELWOOD
✓015560	00404	MORTON'S & SONS OF ELWOOD	58.22	10-JUN-96	SUPPLIES - ELWOOD
✓015561	00405	INGRAM DISTRIBUTION GROUP IN	368.37	10-JUN-96	BOOKS - ELWOOD, FRANKTON, SU
✓015562	00406	INDIANA GAS COMPANY	83.63	10-JUN-96	GAS - ELWOOD
✓015563	00407	INDIANAPOLIS MUSEUM OF ART	2875.00	10-JUN-96	REPAIR ON T.C.STEELE PAINTIN
✓015564	00408	JANE A. BECKLEY	2000.00	10-JUN-96	LEASE PNT. - FRANKTON
✓015565	00409	KHART	326.03	10-JUN-96	VIDEOS,SUPPLIES - ELWOOD,FRA
✓015566	00410	LIBRARY STORE INC., THE	386.55	10-JUN-96	LIBRARY SUPPLIES
✓015567	00411	HCKNIGHT'S	7.00	10-JUN-96	OIL
✓015568	00412	MIDWEST EXCHANGE	387.05	10-JUN-96	VIDEOS - ELWOOD, FRANKTON
✓015569	00413	QUALITY CUT LAWN CARE	20.00	10-JUN-96	LAWN CARE
✓015570	00414	SUMMITVILLE CITY SEWAGE SYST	15.60	10-JUN-96	SEWAGE
✓015571	00415	SWEITZER'S	105.30	10-JUN-96	OFFICE SUPPLIES
✓015572	00416	TOWN OF FRANKTON	114.85	10-JUN-96	ELEC.& WATER
✓015573	00417	MADISON COUNTY TREASURER	45.00	10-JUN-96	DRAINAGE ASSESSMENT
✓015574	00418	UNITOG RENTAL SERVICES	50.20	10-JUN-96	CLEANING SUPPLIES
✓015575	00419	UNIVERSITY BOOK SERVICE	274.81	10-JUN-96	BOOKS - ELWOOD CHILDREN'S
✓015576	00420	HICHIE	45.99	10-JUN-96	BOOK - ELWOOD
✓015577	00421	AT & T	49.25	10-JUN-96	TELE. - MAINT. ELWOOD
✓015578	00422	AT&T	31.56	10-JUN-96	TELE. - ELWOOD
✓015579	00423	GTE NORTH INDIANA OPERATIONS	116.90	10-JUN-96	TELE. - FRANKTON
✓015580	00424	MUNCIE NEWSPAPERS, INC.	122.20	10-JUN-96	SUBSCRIPTION -NEWSPAPER
✓015581	00425	RANSAY BUSINESS PRODUCTS	687.22	10-JUN-96	SERVICE & SUPPLIES
✓015582	00426	REVCO D.S., INC.	50.18	10-JUN-96	SUPPLIES

--TOTAL AMOUNT OF CLAIMS-- 12979.71





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**TRANSMITTAL**

DATE: 3 June, 1996  
 PROJECT: Elwood Public Library  
 IDG #950017  
 TO: North Madison County Public Library System  
 124 North 16th Street  
 Elwood, IN 46036-1598

*Total Architectural Development*

- WE TRANSMIT**       Herewith       Per Your Request
- FOR YOUR**       Approval       Use       Resubmission  
                           Review/Comment       Record
- THE FOLLOWING**       Original       Change Order       Samples  
                           Drawings       Shop Drawings       Contracts  
                           Computer Disk       Specifications       Product Literature

Copies	Date	Description
2	5/23/96	Payment Application No. 140-4 Rev. from M. D. Rowe Construction

Remarks: This pay applications is signed and ready for payment to the Contractor.

By: Al Cox, Construction Administration

Cc: File 950017

# APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702 (Instructions on reverse side) PAGE ONE OF TWO PAGES

TO OWNER: North Madison County Public Library System PROJECT: Elwood Public Library  
 124 North 16th Street  
 Elwood, Indiana 46036

APPLICATION NO.: 140-4  
 PERIOD TO: 05-23-96  
 PROJECT NOS.: IIG#950017

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: M.D. Rowe Construction, Inc.  
 8739 Castle Park Drive  
 Indianapolis, Indiana 46256

VIA ARCHITECT: The InterDesign Group  
 141 East Ohio Street  
 Indianapolis, Indiana 46204

CONTRACT DATE: 14 Nov 95

CONTRACT FOR:

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G-03, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 2,118,000.00
2. Net change by Change Orders ..... \$ ~~15,975.00~~ 15,995.00 *CE AC*
3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$ 2,133,975.00 2,133,995.00 *CE*
4. TOTAL COMPLETED & STORED TO DATE ..... \$ 523,326.10  
 (Column G on G-03)
5. RETAINAGE:
  - a. \_\_\_\_\_% of Completed Work ..... \$ 52,332.61  
 (Columns D + E on G-03)
  - b. \_\_\_\_\_% of Stored Material ..... \$ \_\_\_\_\_  
 (Column F on G-03)
 Total Retainage (Line 5a + 5b or  
 Total in Column I of G-03) ..... \$ 52,332.61
6. TOTAL EARNED LESS RETAINAGE ..... \$ 470,993.49  
 (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT  
 (Line 6 from prior Certificate) ..... \$ 288,144.00
8. CURRENT PAYMENT DUE ..... \$ 182,849.49 *K*
9. BALANCE TO FINISH, INCLUDING RETAINAGE  
 (Line 3 less Line 6) ..... \$ ~~1,662,991.51~~ 1,663,001.51 *AC*

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		10,664.00
Total approved this Month	27,139.00	500.00
TOTALS	27,139.00	11,164.00
NET CHANGES by Change Order	<del>15,975.00</del>	<u>15,995.00</u> <i>CE AC</i>

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: [Signature]  
 By: \_\_\_\_\_ Date: 5-28-96

State of: Indiana  
 County of: Marion  
 Subscribed and sworn to before me this 28th day of May

Notary Public: Angela B. Thomas  
 My Commission expires: August 20, 1999

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 182,849.49  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.) The InterDesign Group, Inc.

ARCHITECT: [Signature] Date: MAY 31 1996

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
MONTHLY STATISTIC REPORT

NMCPLS LOGO CONTEST RULES

	MAY 1996	MAY 1995	Amount of Change	%of Change	YTD
<b>ELWOOD</b>					
Adult	2837	2945	-108	-4%	14578
Juv.	1672	1876	-204	-11%	10246
Per.	334	446	-112	-25%	1990
Audio	121	239	-118	-49%	603
Video	1295	1781	-486	-27%	7804
Total	6259	7287	-1028	-14%	35221
<b>F'TON</b>					
Adult	1155	1202	-47	-4%	5631
Juv.	551	701	-150	-21%	3299
Per.	190	149	+41	+28%	950
Audio	0	0	0	0%	0
Video	831	450	+381	+85%	4477
Total	2727	2502	+225	+9%	14357
<b>H'BAK</b>					
Adult	716	527	+189	+36%	3623
Juv.	432	402	+30	+7%	2197
Per.	124	68	+56	+82%	694
Audio	1	0	+1	+100%	7
Video	461	274	+187	+68%	2790
Total	1734	1271	+463	+36%	9311
<b>SYSTEM</b>					
Adult	4708	4794	+34	+1%	23832
Juv.	2655	2979	-324	-11%	15742
Per.	648	663	-15	-2%	3634
Audio	122	239	-117	-49%	610
Video	2587	2505	+82	+33%	15071
Total	10720	11060	-340	-3%	58889

In House Reference (Elwood Adult Only) 386  
 Telephone Reference (Elwood Adult Only) 737  
 Patron Assis. (Elwood Adult Only) 360  
 Database Searches (Elwood Adult Only) 124  
 In House Reference Use By Patrons (Elwood Adult Only) 108

During the month the library system presented 8 programs attended by 193 people.

The North Madison County Public Library System is sponsoring a contest to select a new logo -- a graphic representation of the system comprised of facilities in Elwood, Frankton and Summitville. The logo will be used for items such as letterhead stationery, signs, etc., for all three locations.

Entries need not be professional quality--just clear & neat. The winning design will be converted to "camera ready" art by a professional graphic artist, as needed. Judges will be looking for a concept or idea that best represents the library system as the sum of three parts; expresses the geographic identity of the system; and is most adaptable for intended use.

1. Anyone may enter.
2. Entries must be drawn on white stock no larger than 8-1/2" x 11." Designs may be drawn either in color or black-and-white.
3. All entries become property of the library system and will not be returned.
4. Entry deadline is August 31, 1996.
5. Entries may be mailed or hand-delivered to any of the three libraries.
6. The winning entry will be selected by majority vote of the NMCPLS Board of Trustees.
7. Creator of the winning entry will be compensated by recognition only.
8. Questions should be directed to either Kathi Wittkamper or Jan Helpling at the Elwood Public Library, 552-5001.

HOUSE ENROLLED ACT No. 1272  
Citations Affected: IC 4-23-7.1; IC 20-14.

**Effective: July 1, 1996**

**SECTION 1. IC 4-23-7.1-1 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 1996]:** Sec. 1. As used in this chapter:

(1) "Advisory council" refers to the Indiana state library advisory council established by section 39 of this chapter.

(2) "Agency" means any state administration, agency, authority, board, bureau, commission, committee, council, department, division, institution, office, service, or other similar body of state government.

(3) "Board" means the Indiana library and historical board established by IC 4-23-7-2.

(4) "Department" means the Indiana library and historical department established by IC 4-23-7-1.

(5) "Director" means director of the Indiana state library.

(6) "Historical bureau" means the Indiana historical bureau established by IC 4-23-7-3.

(7) "Public library" has the meaning set forth in IC 20-14-1-2.

(8) "State library" means the Indiana state library established by IC 4-23-7-3.

(9) "Statewide library card program" refers to the program established by section 5.1 of this chapter.

**SECTION 2. IC 4-23-7.1-5.1 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 1996]:** Sec. 5.1.

(a) The state library shall develop and implement a statewide library card program to enable individuals who hold a valid statewide library card to present the statewide library card to borrow:

(1) library books; or

(2) other items available for public borrowing from public libraries as established by rules adopted by the board under subsection (c); from any public library in Indiana. The statewide library card program is in addition to any reciprocal borrowing agreement entered into between public libraries under IC 20-14-3-6 or IC 36-1-7.

(b) The statewide library card program developed under this section must provide for at least the following:

(1) To be an eligible cardholder of a statewide library card or to renew a statewide library card, the individual must:

(A) be a resident of Indiana;

(B) ask to receive or renew the statewide library card; and

(C) hold a valid resident or nonresident local library card issued to the individual by a public library under IC 20-14-2-8.

(2) The individual's public library shall pay a fee to be established by rules adopted by the board under subsection (c) based on not less than forty percent (40%) of the current average operating fund expenditure per borrower by all eligible public libraries as reported annually by the state library in the state library's annual "Statistics of Indiana Libraries". The individual's public library may assess the individual a fee to cover all or part of the costs attributable to the fee required from the public library and the amount charged to all individuals by a public library under this subdivision may not exceed the amount the public library is required to pay under this subdivision.

(3) Each statewide library card expires one (1) year after issuance to an eligible cardholder.

(4) Statewide library cards are renewable for additional one (1) year periods to eligible cardholders who comply with subdivision (1).

(5) Statewide library cards shall be available to eligible cardholders at all public libraries.

(6) Each eligible cardholder using a statewide library card is responsible for the return of any borrowed item directly to the public library from which the cardholder borrowed the item.

(7) All public libraries shall participate in the statewide library card program and shall permit an individual who holds a valid statewide library card to borrow items available for borrowing as established by rules adopted by the board under subsection (c).

(8) A nonresident of a public library taxing district who requests a statewide library card shall pay a fee for that card that includes, but is not limited to, the sum of the following:

(A) The statewide library card fee that a public library is required to pay under subdivision (2).

(B) The library taxing district's operating fund expenditure per capita in the most recent year for which that information is available in the state library's annual "Statistics of Indiana Libraries".

This subdivision does not limit a library district's fee making ability or a library district's ability to enter township contractual arrangements.

(c) The board shall adopt rules under IC 4-22-2 to implement this section, including rules governing the following:

(1) The amount and manner in which the public libraries shall remit the fee under subsection (b)(2) to the state library for the state library's use in conducting the statewide library card program.

(2) The manner of distribution and payment to each eligible public library district of the funds generated by the statewide library card program based upon the loans made by each eligible public library. To be eligible for a payment, the public library district must also comply with the standards and rules established under section 11 of this chapter.

(3) The manner in which fines, penalties, or other damage assessments may be charged to eligible cardholders for items:

(A) borrowed but not returned;

(B) returned to the inappropriate public library;

- (C) returned after the items were otherwise due; or
- (D) damaged.
- (4) The dissemination of the statewide library cards to the public libraries.
- (5) Record keeping procedures for the statewide library card program.
- (6) Any other pertinent matter.

SECTION 3. IC 4-23-7.5-2 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 1996]: Sec. 2.

(a) As used in this section, "fund" refers to the statewide library card fund which shall be established by subsection (b).

(b) The statewide library card fund is established as a dedicated fund to be administered by the state library. Money in the fund shall be disbursed by the director of the state library exclusively for:

- (1) the costs of administering the statewide library card program; or
- (2) distribution to eligible public libraries for services related to the loans of books or other library items under the statewide library card program.

(c) A public library is eligible for a distribution of money from the fund if the board determines that the public library:

- (1) meets the standards for public libraries established by rules of the board or the board has granted the public library a waiver from these standards; and
- (2) charges a fee in the amount required under IC 20-14-2-8 for issuing a local library card to a nonresident of the public library district.

(d) The board shall adopt rules under IC 4-22-2 to establish a formula for the distribution of money in the fund to eligible public libraries. The formula must base the amount of money paid to an eligible public library upon the number of net loans made by the eligible public library under the statewide library card program.

(e) The fees collected under section 5.1 of this chapter shall be deposited in the fund. Interest earned on money in the fund shall be deposited in the fund.

(f) Money in the fund is appropriated continuously for the purposes specified in this section and section 5.1 of this chapter.

(g) Money in the fund at the end of a state fiscal year does not revert to the state general fund. If the fund is abolished, any money in the fund reverts to the state general fund.

SECTION 4. IC 20-14-1-2 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 1996]: Sec. 2. As used in this article:

"Indiana library and historical board" refers to the Indiana library and historical board established under IC 4-23-7-2.

"Legislative body" has the meaning specified in IC 36-1-2-9.

"Library board" means the fiscal and administrative body of a public library.

"Library district" means the territory within the corporate boundaries of a public library.

"Municipal corporation" has the meaning specified in IC 36-1-2-10.

"Municipality" has the meaning specified in IC 36-1-2-11.

"Person" has the meaning specified in IC 36-1-2-12.

"Public library" means a municipal corporation that provides library services and is organized under IC 20-14-2, IC 20-14-4, IC 20-14-5, IC 20-14-6, or IC 20-14-7.

"School board" means the governing body as defined by IC 20-3-1-1-2.

"School corporation" has the meaning specified in IC 20-3-1-1-1.

"Unit" has the meaning specified in IC 36-1-2-23.

SECTION 5. IC 20-14-2-8 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 1996]: Sec. 8.

(a) The residents or real property taxpayers of the library district taxed for the support of the library may use the facilities and services of the public library without charge for library or related purposes. However, the library board may:

- (1) fix and collect fees and rental charges; and
- (2) assess fines, penalties, and damages for the loss of, injury to, or failure to return any library property or material.

(b) A library board may issue local library cards to:

- (1) residents of the library district; or
- (2) Indiana residents who are not residents of the library district, who apply for the cards.

(c) A library board must set and charge a fee for a local library card issued under subsection (b)(2) to an Indiana resident who is not a resident of the library district. The minimum fee that the board may set under this subsection is the greater of the following:

- (1) The library district's operating fund expenditure per capita in the most recent year for which that information is available in the Indiana state library's annual "Statistics of Indiana Libraries".
- (2) Twenty-five dollars (\$25).

SECTION 6. IC 20-14-2.5-3 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 1996]: Sec. 3.

(a) Except as provided in subsection (b), an appointee to a library board may not serve more than four (4) consecutive terms on the library board. The consecutive terms shall be computed without regard to a change in the appointing authority that appointed the member or the length of any term served by the appointee. If:

- (1) a member's term is interrupted due to the merger of at least two (2) public libraries under IC 20-14-4; and
  - (2) the member is reappointed to the merged public library board;
- the term that was interrupted may not be considered in determining the number of consecutive terms a member may serve on a library board.

(b) This subsection applies to a library board for a library district having a population of less than three thousand (3,000). If an appointing authority conducts a diligent but unsuccessful search for a qualified person who wishes to be appointed to serve on the library board:

(1) the appointing authority may reappoint a board member who has served four (4) or more consecutive terms; and

(2) state funds may not be withheld from distribution to the library.

The appointing authority shall file with the library board a written description of the search that was conducted under this subsection. This record becomes a part of the official records of the library board.

## NMCPLS MEETING ROOM POLICY

June, 1996

### I. ACCESS:

A. The room designated as the "meeting room" in the North Madison County Public Library facilities may be reserved for use by educational, civic, cultural, and governmental entities.

B. All meetings shall be open and free of charge to any person residing in Pipecreek, Duck Creek, Boone, Van Buren and Lafayette townships.

C. Library functions take precedence over all other usage.

D. Children's groups are permitted use of the room provided they are supervised by one or more adult sponsors AT ALL TIMES.

E. When adults using meeting room facilities are accompanied by their children, those children should have adult supervision other than library personnel at all times.

### II. RESTRICTIONS:

A. No more than <sup>49</sup>50 persons are to occupy the room at any given time.

B. This room is not available for any religious, political or partisan purposes, or for the benefit of private individual or commercial concerns.

C. Buying, selling, advertising, or trading of products or services is permitted on library property only in support of the library.

D. In fairness to the numerous groups in the community, the library will not accept reservations for a series of meetings which would designate the library as the regular meeting place for any organization. Reservations will be taken no more than 30 days in advance.

E. Smoking is prohibited.

F. Alcoholic beverages are prohibited.

G. The library director is authorized to deny permission for use of the library meeting room to any group that is disorderly or violates these regulations.

### III. RESERVATIONS:

A. Reservations are made on a first come, first served basis (except as noted in II.-D.)

B. Groups should complete the attached Meeting Room Reservation Form, leaving it and their \$10 deposit, with staff at the front desk.

C. The library should be notified as soon as possible in the event a meeting is canceled by the group for which the room is reserved.

D. The library reserves the right to cancel reservations for the meeting room at any time. Every effort will be made to give as much notice as possible to the individual(s) listed on the reservation form.

### IV. RESPONSIBILITIES:

A. The building is to be kept locked at all times after regular hours of operation. Therefore, when using the meeting room after the rest of the library is closed, the person signing this agreement will be held responsible for

1) getting a key for the exterior entrance not more than 24 hours prior to the meeting;

2) leaving the key(s) in the bookdrop upon vacating the facility; and

3) making sure all doors and windows are securely shut and locked upon vacating the facility.

B. The library assumes no liability for any loss or damage arising from the use of the meeting room by the applicant, affiliated group members and guests.

C. Groups are responsible for providing all supplies necessary to conduct planned activities. Tables, chairs, and audio-visual (AV) equipment may be requested when reserving the meeting room, but must be requested no less than one library business day in advance of meeting room use.

D. Library facilities include meeting room, tables, chairs, and access to kitchen and restroom. Facilities must be left in the same condition in which they were found or deposit will be forfeited. Custodial services are NOT included with the reservation of the meeting room and adjoining conveniences.

E. Any damage should be reported promptly. Damages or charges in excess of the amount of the deposit will be billed to the person who signed the reservation form. Compensation at replacement cost, labor cost, or both must be made within 30 days. The full amount must be paid before another request will be granted for the affiliated group.

F. Deposit must be retrieved within 10 business days following use of the meeting room, or it will be considered a donation to the library. Deposit will be released only to the person who signed the original reservation form.



NMCPLS MEETING ROOM RESERVATION FORM

\_\_\_\_\_ request permission to use the meeting room of the Elwood Public Library on \_\_\_\_\_ 19\_\_\_\_ from \_\_\_\_\_ a.m./p.m. (please circle) to \_\_\_\_\_ a.m./p.m. in accordance with the rules and regulations set forth by the North Madison County Public Library System Board of Trustees.

I, \_\_\_\_\_ (signature) agree to honor all the rules and regulations governing the use of the Elwood Public Library Meeting Room as described above, and to ensure that no member of the group violates the rules set forth. I understand that the group will be held responsible for any and all losses incurred by the library as a result of leaving the building unlocked.

(Please print)

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

BUS. PHONE \_\_\_\_\_ HOME \_\_\_\_\_

GROUP NAME \_\_\_\_\_

ADDITIONAL CONTACT \_\_\_\_\_

The following equipment is requested:

- TV     VCR     Overhead projector     Slide projector
- Manual filmstrip projector     Projection screen
- Cassette tape recorder/player     Polaroid camera
- Markerboard (special markers & eraser provided)
- Table-top podium     Tables     Chairs

Reservation taken by (staff) \_\_\_\_\_

Date & Time \_\_\_\_\_

Post-meeting check conducted by (staff) \_\_\_\_\_

Date & Time \_\_\_\_\_

Satisfactory     Not Satisfactory

Describe \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Deposit returned by (staff) \_\_\_\_\_

Date and Time \_\_\_\_\_

[mtgrm]

## MEETING ROOM POLICY

January, 1993

The meeting rooms of the North Madison County Public Library System are an important component of the library's services. It is available to any community group during hours when the library is open or closed subject to the following:

1. All meetings must be scheduled in advance with the library. Library programs will have precedence for use of the meeting room. No group may schedule meetings for more than one year in advance nor for more than one use per month (special exceptions may be made by the librarian).
2. Unless authorized in advance by the librarian, all meetings must be open to the public.
3. No person or group may charge an attendance fee for meetings or workshops held in the meeting room, make requests for voluntary donations, or charge to cover costs of materials unless the person or group has the written permission of the librarian in advance.
4. The building is to be kept locked at all times when the library is closed. Therefore, when a group is using the meeting room while the rest of the library is closed, the person signing this agreement will be held responsible for:
  - (a) getting a key for the exterior entrance not more than 24 hours prior to the meeting;
  - (b) returning the key to the library within 24 hours following the meeting; and
  - (c) making sure all doors and windows are securely shut and locked in the meeting room upon leaving.
5. THE GROUP USING THE MEETING ROOM WILL BE HELD RESPONSIBLE FOR ANY AND ALL LOSSES INCURRED BY THE LIBRARY AS A RESULT OF LEAVING THE BUILDING UNLOCKED.
6. The meeting room must be left in the same condition in which it was found. Any extra tables or chairs set up or rearranged should be returned to their original places. If the kitchen was used, it must be cleaned and all

utensils, appliances, or dishes used must be washed and put away.

7. Normally the Library will not charge for the use of the Meeting Room if it is being used by a not-for-profit group. For-profit groups can be charged \$15.00 per meeting for room usage. THERE CAN BE AN ADDITIONAL MINIMUM CHARGE OF \$10.00 IF THE MEETING ROOM IS NOT LEFT IN ITS ORIGINAL CONDITION.
8. No smoking is allowed in any part of the library at anytime.
9. The library must be notified if the meeting is canceled.

The signing of this policy constitutes an agreement by the undersigned to adhere to the rules of the Meeting Room Policy and to ensure that no member of the group violates the rules set forth. I have read and understand the North Madison County Public Library System's Meeting Room Policy.

The signing of this policy constitutes an agreement by the undersigned to adhere to the rules of the Meeting Room Policy and to ensure that no member of the group violates the rules set forth.

Organization name: \_\_\_\_\_

Meeting date(s): \_\_\_\_\_

Beginning time: \_\_\_\_\_ Ending time: \_\_\_\_\_

Your name: \_\_\_\_\_ Your phone: \_\_\_\_\_

Your address: \_\_\_\_\_

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

=====  
(Library use only)

\_\_\_ May schedule more than one meeting per month.

\_\_\_ May charge an attendance fee and/or ask for voluntary donations.  
(Amount: \_\_\_\_\_)

\_\_\_ May charge for materials.

\_\_\_ Other: \_\_\_\_\_

Librarian: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*

Post-meeting check:  
\_\_\_ Satisfactory \_\_\_ Not Satisfactory. Describe:

extenuating circumstances are involved, the Library cannot allow patrons to retain possession of materials for indefinite periods and then expect to have all penalties forgiven. Patrons should understand that the burden of responsibility for returning past-due items falls upon themselves.

The following rules are established to expedite the process of recovering overdue materials.

1. When an item is checked out, the patron is given a date due card/slip. This constitutes the FIRST NOTICE.
2. Borrowing privileges are revoked immediately after material(s) become delinquent.
3. Three days after the due date, the Library will mail a postcard reminder to the borrower. In the case of minors, notices are sent in care of the parent/guardian who signed the application for the child's library card. This postcard will list each overdue item separately, and constitutes the SECOND NOTICE. (Sample follows.)
4. Ten days after the post card notice, a letter will be sent to the borrower outlining potential action to be taken against them in order to recover the missing material(s). This will constitute the THIRD AND FINAL NOTICE. (Sample follows.)
5. When materials valued at \$25 or more remain outstanding, the patron will be turned over to Unique Management Services, Inc. This materials recovery company will contact the patron at least twice. If, after these notices, the patron still has not returned the overdue materials and resolved their debt, the patron is reported to the credit bureau.
6. Teachers are responsible for all fines, fees, lost materials, etc., regardless of the purpose for which materials were borrowed on their BORROWERS' CARD. Teachers are to be sent overdue notices according to the policy outlined above.
7. Borrowing privileges are reinstated after materials are recovered and fines are paid. If materials are NOT returned for any reason (e.g., lost or damaged beyond repair), replacement costs must be paid before borrowing privileges are reinstated.
8. Patrons fined the cost of material(s) are not entitled to keep the material(s). They are paying for keeping the material past due--not buying it.
9. Replacement costs are the price of the item plus a \$3 service fee.

FINANCIAL REPORT BY FUND  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 31 MAY 96

FUND #	DESCRIPTION	BEGINNING BALANCE	RECEIPTS THIS MONTH	RECEIPTS YEAR-TO-DATE	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	BALANCE
100	OPERATING	73531.44	62411.29	217080.71	49053.50	359730.94	86889.23
103	LEVY EXCESS FUND	4453.00	.00	.00	.00	.00	4453.00
105	OPERATING FUND INVESTMENT	50000.00	.00	150000.00	50000.00	180000.00	.00
107	PLAC	.00	20.00	60.00	.00	40.00	20.00
110	LIRF INVESTMENT	.00	.00	.00	.00	.00	.00
115	LIRF	10363.05	.00	10000.00	.00	.00	10363.05
120	GIFT	4574.68	90.00	195.30	122.11	1555.26	4542.57
121	SUMMITVILLE LIBRARY FUND	.00	.00	.00	.00	.00	.00
125	MEMORIAL	821.66	175.00	175.00	.00	.00	996.66
WITHHOLDINGS FROM PAYROLLS							
200.01	FEDERAL TAX	-1152.02	.00	.00	-1152.02	.00	.00
200.02	FICA	-796.58	.00	.00	-796.58	.00	.00
200.03	STATE TAX	-730.57	.00	.00	-730.57	.00	.00
200.04	COUNTY TAX	.00	.00	.00	.00	.00	.00
200.05	PERF	511.82	.00	.00	-863.42	-1375.24	1375.24
200.06	CREDIT UNION	-1259.45	.00	.00	-1259.45	.00	.00
200.07	ANNUNITY	-328.45	.00	.00	-328.45	.00	.00
200.08	INSURANCE	.00	.00	.00	.00	.00	.00
-TOTAL ALL FUNDS-		139988.58	62696.29	377511.01	94045.12	539950.96	108639.75

APPROPRIATION REPORT  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 31 MAY 96

OPERATING ACCT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE
411.1	SALARY OF DIRECTOR	27000.00	.00	27000.00	2971.14	10894.18	16105.82
411.2	SALARY OF ASSISTANTS	232797.00	.00	232797.00	26872.57	98210.93	134586.07
411.3	SALARY OF JANITOR	13850.00	.00	13850.00	880.67	2947.91	10902.09
413.1	EMPLOYERS SHARE - F.I.C.A.	20934.00	.00	20934.00	1551.15	8569.37	12364.63
413.3	EMPLOYER'S CONTRIBUT.-P.E.R.F.	23944.00	.00	23944.00	.00	4446.31	19497.69
413.5	EMPLOYER'S CONTRIB.-GROUP INS.	2669.00	.00	2669.00	68.72	549.64	2119.36
413.7	OTHER EMPLOYEE BENEFITS	1500.00	.00	1500.00	.00	.00	1500.00
421.1	OFFICIAL RECORDS	1000.00	.00	1000.00	.00	132.29	867.71
421.3	STATIONERY AND PRINTING	500.00	.00	500.00	2.50	86.50	413.50
421.9	OTHER OFFICE SUPPLIES	5000.00	.00	5000.00	456.38	2077.07	2922.93
422.1	CLEANING & SANITATION SUPPLIES	1700.00	.00	1700.00	71.98	981.41	718.59
422.3	FUEL, OIL & LUBRICANTS	50.00	.00	50.00	.00	2.15	47.85
422.9	OTHER OPERATING SUPPLIES	1100.00	2009.88	3109.88	406.57	1571.47	1538.41
423.1	BUILDING MATERIALS & SUPPLIES	500.00	.00	500.00	.00	25.00	475.00
423.5	REPAIR PARTS	500.00	.00	500.00	.00	293.21	206.79
423.9		.00	.00	.00	.00	.00	.00
429.1	BOOK PROCESSING	2000.00	.00	2000.00	.00	1128.59	871.41
429.2	AUTOMATION	25000.00	.00	25000.00	.00	.00	25000.00
430	OTHER SERVICES AND CHARGES	.00	.00	.00	.00	22.00	-22.00
431.1	CONSULTING SERVICE	2000.00	.00	2000.00	995.00	1995.00	5.00
431.3	ENGINEER. & ARCHITECT. SERV.	.00	.00	.00	.00	.00	.00
431.5	LEGAL SERVICES	7000.00	.00	7000.00	.00	339.50	6660.50
431.9	OTHER PROFESSIONAL SERVICES	6800.00	20000.00	26800.00	316.00	13834.52	12965.48
432.1	TELEPHONE & TELEGRAPH	4700.00	.00	4700.00	375.47	2587.03	2112.97
432.3	POSTAGE	1900.00	.00	1900.00	252.00	905.72	994.28
432.5	TRAVELING EXPENSE	1500.00	.00	1500.00	88.00	280.00	1220.00
432.7	PROFESSIONAL MEETINGS	1000.00	.00	1000.00	.00	749.94	250.06
433.1	ADVERT. & PUBLICAT. OF NOTICES	500.00	.00	500.00	.00	215.50	284.50
434.1	OFFICIAL BONDS	300.00	.00	300.00	.00	.00	300.00
434.3	OTHER INSURANCE	9000.00	.00	9000.00	20.00	922.00	8078.00
435.1	GAS	8000.00	.00	8000.00	167.36	2034.30	5965.70
435.3	ELECTRICITY	20000.00	.00	20000.00	712.16	3477.59	16522.41
435.5	WATER	700.00	.00	700.00	44.52	231.85	468.15
435.7	WASTE DISPOSAL SERVICES	220.00	.00	220.00	69.20	229.60	-9.60
436.1	BUILDINGS & STRUCTURES	500.00	.00	500.00	.00	.00	500.00
436.3	EQUIPMENT	1500.00	.00	1500.00	353.72	508.89	991.11
437.3	EQUIPMENT	1750.00	.00	1750.00	500.00	577.63	1172.37
439.1	DUES	100.00	.00	100.00	.00	50.00	50.00
439.2	TAXES & ASSESSMENTS	400.00	.00	400.00	.00	.00	400.00
439.7	TRANS.TO LIBR.IMPROV.RES.FUND	10000.00	-10000.00	.00	.00	.00	.00
441	LAND, BLDG.,IMPROVE.OTHER THAN	30000.00	-2000.00	28000.00	2000.00	10029.72	17970.28
442	FURNITURE AND EQUIPMENT	8000.00	13900.00	21900.00	3985.68	8363.62	13536.38
443.1	ELWOOD ADULT	22000.00	.00	22000.00	2044.40	5500.09	16499.91
443.3	ELWOOD CHILDRENS	9500.00	.00	9500.00	1090.14	2794.51	6705.49
443.5	FRANKTON	9500.00	100.70	9600.70	614.49	4465.47	5135.23
443.7	SUMMITVILLE	9500.00	33.27	9533.27	1312.83	4193.20	5340.07
443.8	YOUNG ADULT	1000.00	.00	1000.00	.00	.00	1000.00
444	PERIODICALS & NEWSPAPER	6500.00	15.97	6515.97	.00	1260.21	5255.76

APPROPRIATION REPORT  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----

		31 MAY 96					
OPERATING ACNT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE
445.1	ELWOOD	3000.00	.00	3000.00	403.95	1071.32	1928.68
445.3	FRANKTON	1000.00	.00	1000.00	557.69	827.59	172.41
445.5	SUMMITVILLE	1000.00	.00	1000.00	-130.79	306.31	693.69
445.7	SUMMER READING CLUB	.00	.00	.00	.00	.00	.00
449	UN-APPROPRIATED EXPENSE	.00	.00	.00	.00	41.80	-41.80
	-TOTAL-	538914.00	24059.82	562973.82	49053.50	199730.94	363242.88

FUND-ACCOUNT CLAIM #	NAME OF CLAIMANT	OFFICE/DEPARTMENT/FUND	AMOUNT OF WARRANT CLAIM	NUMBER	EXPLANATION
100-411.1-00308	PAYROLL	OPERATIN	990.38	PAYROLL	CHECKS 003845-003866
100-411.1-00364	PAYROLL	OPERATIN	990.38	PAYROLL	CHECKS 003868-003886
100-411.1-00374	PAYROLL	OPERATIN	990.38	PAYROLL	CHECKS 003887-003905
100-411.1-00383	PAYROLL	SALARY 0	-990.38	XXX	CHECKS 003845-003866
100-411.1-00384	PAYROLL	SALARY 0	990.38	XXX	CHECKS 003845-003866
		TOTAL= 2971.14			
100-411.2-00308	PAYROLL	OPERATIN	8506.87	PAYROLL	CHECKS 003845-003866
100-411.2-00364	PAYROLL	OPERATIN	8819.42	PAYROLL	CHECKS 003868-003886
100-411.2-00374	PAYROLL	OPERATIN	8949.88	PAYROLL	CHECKS 003887-003905
100-411.2-00383	PAYROLL	SALARY 0	-8506.87	XXX	CHECKS 003845-003866
100-411.2-00384	PAYROLL	SALARY 0	9103.27	XXX	CHECKS 003845-003866
		TOTAL= 26872.57			
100-411.3-00308	PAYROLL	OPERATIN	354.20	PAYROLL	CHECKS 003845-003866
100-411.3-00364	PAYROLL	OPERATIN	259.21	PAYROLL	CHECKS 003868-003886
100-411.3-00374	PAYROLL	OPERATIN	267.26	PAYROLL	CHECKS 003887-003905
100-411.3-00383	PAYROLL	SALARY 0	-354.20	XXX	CHECKS 003845-003866
100-411.3-00384	PAYROLL	SALARY 0	354.20	XXX	CHECKS 003845-003866
		TOTAL= 880.67			
100-413.1-00366	STAR FINANCIAL BANK	EMPLOYER	770.27	015535	FICA & FED. TAX - P/R 5-15
100-413.1-00376	STAR FINANCIAL BANK	EMPLOYER	780.88	015539	FED. & FICA TAX - P/R 5-29
		TOTAL= 1551.15			
100-413.5-00380	CITY OF ELWOOD NON-REVERTI	EMPLOYER	68.72	015543	HEALTH INS. PREM. - JUNE 9
		TOTAL= 68.72			
100-421.3-00337	ANDERSON PUBLIC LIBRARY	STATIONE	2.50	015503	FEE FOR PRINTING
		TOTAL= 2.50			
100-421.9-00326	LIBRARY CORPORATION, THE	OTHER OF	65.00	015497	LICENSE, SUPPORT, LABELS
100-421.9-00332	SWEITZER'S	OTHER OF	88.40	015503	OFFICE SUPPLIES
100-421.9-00347	GAYLORD BROS.	OTHER OF	38.05	015518	SUPPLIES
100-421.9-00356	QUILL CORPORATION	OTHER OF	156.26	015527	OFFICE SUPPLIES
100-421.9-00357	RANSAY BUSINESS PRODUCTS	OTHER OF	108.67	015528	OFFICE SUPPLIES, MAINTENAN
		TOTAL= 456.38			
100-422.1-00323	K-MART	CLEANING	5.65	015494	MISC.SUPPLIES, VIDEOS - FR
100-422.1-00348	HORTON'S & SONS OF ELWOOD	CLEANING	16.13	015519	CLEANING SUPPLIES
100-422.1-00361	UNITOG RENTAL SERVICES	CLEANING	50.20	015532	CLEANING SUPPLIES
		TOTAL= 71.98			
100-422.9-00310	ARAB TERHITE & PEST CONTRO	OTHER OP	18.00	015462	PEST CONTROL
100-422.9-00323	K-MART	OTHER OP	23.21	015494	MISC.SUPPLIES, VIDEOS - FR
100-422.9-00325	KMART	OTHER OP	32.23	015495	SUPPLIES - ELWOOD, SUMMITV
100-422.9-00325	KMART	OTHER OP	14.97	015495	SUPPLIES - ELWOOD, SUMMITV
100-422.9-00326	LIBRARY CORPORATION, THE	OTHER OP	78.00	015497	LICENSE, SUPPORT, LABELS
100-422.9-00327	MARVIN SAUBERT	OTHER OP	28.35	015498	LAWN TREATMENT
100-422.9-00330	SPECIALTY STORE SERVICES,	OTHER OP	114.85	015501	VES CASES
100-422.9-00335	WORLD ALMANAC EDUCATION	OTHER OP	28.94	015503	SUPPLIES - SUMMITVILLE
100-422.9-00342	BAUERS	OTHER OP	17.70	015513	SUPPLIES
100-422.9-00358	REVC0 O.S., INC.	OTHER OP	50.32	015529	SUPPLIES
		TOTAL= 406.57			
100-431.1-00326	LIBRARY CORPORATION, THE	CONSULTI	995.00	015497	LICENSE, SUPPORT, LABELS

DISBURSMENT REGISTER  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
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FUND-ACCOUNT CLAIM #	NAME OF CLAIMANT	OFFICE/DEPARTMENT/FUND	AMOUNT OF CLAIM	WARRANT NUMBER	EXPLANATION
TOTAL= 995.00					
100-431.9-00311	AUDIO VISUAL COMMUNICATION	OTHER PR	311.00	015483	INV.#35111-INSTALL.FRANKTO
100-431.9-00327	MARVIN SAUBERT	OTHER PR	5.00	015498	LAWN TREATMENT
TOTAL= 316.00					
100-432.1-00336	AMERITECH	TELEPHON	181.36	015507	TELE. - ELWOOD
100-432.1-00338	AT&T	TELEPHON	28.28	015509	TELE. - ELWOOD
100-432.1-00339	AT & T	TELEPHON	49.25	015510	TELE. - MAINT.
100-432.1-00346	GTE NORTH INDIANA OPERATIO	TELEPHON	116.58	015517	TELE. - FRANKTON
TOTAL= 375.47					
100-432.3-00355	POSTMASTER	POSTAGE	200.00	015526	POSTAGE METER, STAMPS-BRAN
100-432.3-00355	POSTMASTER	POSTAGE	26.00	015526	POSTAGE METER, STAMPS-BRAN
100-432.3-00355	POSTMASTER	POSTAGE	26.00	015526	POSTAGE METER, STAMPS-BRAN
TOTAL= 252.00					
100-432.5-00314	CAROLYN LAMBERTSON	TRAVELIN	20.50	015485	MILEAGE
100-432.5-00316	CINDA HORINE	TRAVELIN	8.50	015487	MILEAGE
100-432.5-00321	JANIE B. SCOTT	TRAVELIN	7.50	015492	MILEAGE
100-432.5-00341	BARBARA MCADAMS	TRAVELIN	16.00	015512	MILEAGE
100-432.5-00351	LINDA KEMPER	TRAVELIN	14.00	015522	MILEAGE
100-432.5-00359	SHAWN HEATON	TRAVELIN	21.50	015530	MILEAGE
TOTAL= 88.00					
100-434.3-00313	BURMETTE - DELLINGER INC.	OTHER IN	20.00	015484	VARIOUS CHANGES
TOTAL= 20.00					
100-435.1-00349	INDIANA GAS COMPANY	GAS	87.86	015520	GAS - ELWOOD, FRANKTON
100-435.1-00349	INDIANA GAS COMPANY	GAS	79.50	015520	GAS - ELWOOD, FRANKTON
TOTAL= 167.36					
100-435.3-00333	TOWN OF FRANKTON	ELECTRIC	59.18	015504	ELEC. - FRANKTON
100-435.3-00382	AMERICAN ELECTRIC POWER	ELECTRIC	356.28	015545	ELECTRIC - ELWOOD, SUMMITV
100-435.3-00382	AMERICAN ELECTRIC POWER	ELECTRIC	296.70	015545	ELECTRIC - ELWOOD, SUMMITV
TOTAL= 712.16					
100-435.5-00344	CITY WATER & SEWAGE DEPT.	WATER	22.26	015515	WATER - ELWOOD
100-435.5-00381	CITY WATER & SEWAGE DEPT.	WATER	22.26	015544	WATER - ELWOOD
TOTAL= 44.52					
100-435.7-00331	SUMMITVILLE CITY SEWAGE SY	WASTE DI	15.60	015502	SEWAGE - SUMMITVILLE
100-435.7-00352	MANIFOLO REFUSE, INC.	WASTE DI	38.00	015523	TRASH PICK-UP - FRANKTON
100-435.7-00360	SUMMITVILLE CITY SEWAGE SY	WASTE DI	15.60	015531	SEWAGE - SUMMITVILLE
TOTAL= 69.20					
100-436.3-00324	KEYSTAR SYSTEMS	EQUIPHEN	289.95	015495	REPAIR READER-PRINTER
100-436.3-00357	RAMSAY BUSINESS PRODUCTS	EQUIPHEN	63.77	015528	OFFICE SUPPLIES, MAINTENAN
TOTAL= 353.72					
100-437.3-00326	LIBRARY CORPORATION, THE	EQUIPHEN	500.00	015497	LICENSE, SUPPORT, LABELS
TOTAL= 500.00					
100-441-00322	JANE A. BECKLEY	LAND, BL	2000.00	015493	PRT. - LEASE PURCHASE, FRA
TOTAL= 2000.00					
100-442-00326	LIBRARY CORPORATION, THE	FURNITUR	3955.00	015497	LICENSE, SUPPORT, LABELS
100-442-00345	DEMCO	FURNITUR	30.68	015516	SHELVING SIGNS
TOTAL= 3985.68					
100-443.1-00315	CCR INCORPORATED	ELWOOD A	351.75	015486	HUMAN RESOURCES NGHT.SUBS.

DISBURSMENT REGISTER  
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FUND-ACCOUNT CLAIM #	NAME OF CLAIMANT	OFFICE/DEPARTMENT/FUND	AMOUNT OF CLAIM	WARRANT NUMBER	EXPLANATION
100-443.1-00318	H.W.WILSON COMPANY	ELWOOD A	115.00	015489	FICTION CATALOG
100-443.1-00319	INFORMATION/REF.GROUP-DIST	ELWOOD A	125.80	015490	BOOKS - ELWOOD
100-443.1-00328	NICHIE	ELWOOD A	50.50	015499	BOOKS - ELWOOD
100-443.1-00340	BAKER & TAYLOR BOOKS	ELWOOD A	1401.35	015511	BOOKS, ELWOOD, FRANK., SUM
TOTAL= 2044.40					
100-443.3-00334	UNIVERSITY BOOK SERVICE	ELWOOD C	154.26	015505	BOOKS - ELWOOD CHILDRENS
100-443.3-00340	BAKER & TAYLOR BOOKS	ELWOOD C	749.51	015511	BOOKS, ELWOOD, FRANK., SUM
100-443.3-00362	UNIVERSITY BOOK SERVICE	ELWOOD C	186.37	015533	BOOKS - CHILDRENS
TOTAL= 1090.14					
100-443.5-00320	INGRAM DISTRIBUTION GROUP	FRANKTON	53.45	015491	BOOKS - FRANKTON
100-443.5-00340	BAKER & TAYLOR BOOKS	FRANKTON	362.64	015511	BOOKS, ELWOOD, FRANK., SUM
100-443.5-00343	CHRISTIAN BOOK STORE	FRANKTON	147.60	015514	BOOKS, FRANKTON
100-443.5-00350	LEISURE ARTS	FRANKTON	21.90	015521	BOOK - FRANKTON
100-443.5-00353	MICROMARKETING ASSOCIATES	FRANKTON	28.90	015524	BOOKS - FRANKTON
TOTAL= 614.49					
100-443.7-00320	INGRAM DISTRIBUTION GROUP	SUMMITVI	164.42	015491	BOOKS - FRANKTON
100-443.7-00340	BAKER & TAYLOR BOOKS	SUMMITVI	498.41	015511	BOOKS, ELWOOD, FRANK., SUM
100-443.7-00363	WORLD BOOK EDUCATIONAL	SUMMITVI	650.00	015534	BOOKS - FRANKTON
TOTAL= 1312.83					
100-445.1-00329	MIDWEST EXCHANGE	ELWOOD	307.15	015500	VIDEOS - ELWOOD
100-445.1-00354	MIDWEST EXCHANGE	ELWOOD	96.80	015525	VIDEOS - ELWOOD, FRANKTON
TOTAL= 403.95					
100-445.3-00323	K-MART	FRANKTON	145.34	015494	MISC.SUPPLIES, VIDEOS - FR
100-445.3-00354	MIDWEST EXCHANGE	FRANKTON	249.65	015525	VIDEOS - ELWOOD, FRANKTON
100-445.3-00370	MIDWEST EXCHANGE	FRANKTON	162.70	015441	FOR CORRECTION
100-445.3-00371	K-MART	FRANKTON	-145.34	015494	FOR CORRECTION
100-445.3-00371	K-MART	FRANKTON	145.34	015494	FOR CORRECTION
TOTAL= 557.69					
100-445.5-00325	KMART	SUMMITVI	31.91	015496	SUPPLIES - ELWOOD, SUMMITV
100-445.5-00370	MIDWEST EXCHANGE	SUMMITVI	-162.70	015441	FOR CORRECTION
TOTAL= -130.79					
100-451.1-00372	HUNTINGTON NATIONAL BANK O	TRANSFER	50000.00	XXXX	TRANS. OUT OF OP.INVEST TO
100-451.1-00373	HUNTINGTON NATIONAL BANK O	TRANSFER	-50000.00	XXXX	TO CORRECT WRG.FUND #
TOTAL= .00					
105-451.1-00373	HUNTINGTON NATIONAL BANK O	TRANSFER	50000.00	XXXX	TO CORRECT WRG.FUND #
TOTAL= 50000.00					
120-422.9-00317	GOLDBERRY'S FLOWER SHOP	OTHER OP	25.25	015488	FLOWERS - D.BEASLEY
120-422.9-00368	FRANK'S NURSERY & CRAFTS	OTHER OP	59.91	015537	SUPPLIES - FRANKTON
TOTAL= 86.16					
120-443.1-00307	BAKER & TAYLOR BOOKS	ELWOOD A	-110.65	015417	FOR CORRECTION OF ACCT.
120-443.1-00307	BAKER & TAYLOR BOOKS	ELWOOD A	25.20	015417	FOR CORRECTION OF ACCT.
120-443.1-00340	BAKER & TAYLOR BOOKS	ELWOOD A	35.95	015511	BOOKS, ELWOOD, FRANK., SUM
TOTAL= -49.50					
120-443.7-00307	BAKER & TAYLOR BOOKS	SUMMITVI	85.45	015417	FOR CORRECTION OF ACCT.
TOTAL= 85.45					
200.01-411-00309	PAYROLL DEDUCTIONS	FEDERAL	-1065.71	PAYROLL	CHECKS 033845-033856
200.01-411-00363	PAYROLL DEDUCTIONS	FEDERAL	-1139.60	PAYROLL	CHECKS 033858-033866

FUND-ACCOUNT	CLAIM #	NAME OF CLAIMANT	OFFICE/DEPARTMENT/FUND	AMOUNT OF WARRANT CLAIM NUMBER	EXPLANATION
200.01-411-00066		STATE FINANCIAL BANK	SALARIES	1159.50 015535	FICA & FED. TAX - P/R 5-15
200.01-411-00076		PAYROLL DEDUCTIONS	FEDERAL	-1159.17	PAYROLL CHECKS 003887-003905
200.01-411-00076		STATE FINANCIAL BANK	SALARIES	1159.17 015539	FED. & FICA TAX - P/R 5-29
200.01-411-00076		PAYROLL DEDUCTIONS	SALARIES	1065.71	XXX CHECKS 003845-003866
200.01-411-00076		PAYROLL DEDUCTIONS	SALARIES	-1152.02	XXXX CHECKS 003845-003866
			TOTAL=	-1152.02	
200.01-411-00076		PAYROLL DEDUCTIONS	FICA/SAL	-750.96	PAYROLL CHECKS 003845-003866
200.01-411-00076		PAYROLL DEDUCTIONS	FICA/SAL	-770.27	PAYROLL CHECKS 003868-003886
200.01-411-00076		STATE FINANCIAL BANK	SALARIES	770.27 015535	FICA & FED. TAX - P/R 5-15
200.01-411-00076		PAYROLL DEDUCTIONS	PAYROLL	-780.98	CHECKS 003887-003905
200.01-411-00076		STATE FINANCIAL BANK	SALARIES	780.98 015539	FED. & FICA TAX - P/R 5-29
200.01-411-00076		PAYROLL DEDUCTIONS	SALARIES	750.96	XXX CHECKS 003845-003866
200.01-411-00076		PAYROLL DEDUCTIONS	SALARIES	-796.58	XXXX CHECKS 003845-003866
			TOTAL=	-796.58	
200.05-411-00089		PAYROLL DEDUCTIONS	STATE TA	-317.26	PAYROLL CHECKS 003845-003866
200.05-411-00089		PAYROLL DEDUCTIONS	STATE TA	-324.63	PAYROLL CHECKS 003868-003886
200.05-411-00089		PAYROLL DEDUCTIONS	STATE TA	-329.36	PAYROLL CHECKS 003887-003905
200.05-411-00077		INDIANA DEPARTMENT OF REVE	SALARIES	991.53 015540	STATE & COUNTY TAX - P/R 5
200.05-411-00285		PAYROLL DEDUCTIONS	SALARIES	317.26	XXX CHECKS 003845-003866
200.05-411-00285		PAYROLL DEDUCTIONS	SALARIES	-337.54	XXXX CHECKS 003845-003866
200.05-411-00389		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	-730.57	015466 CORRECT VOUCHERS-8291, 387
			TOTAL=	-730.57	
200.04-411-00389		PAYROLL DEDUCTIONS	COUNTY T	-68.17	PAYROLL CHECKS 003845-003866
200.04-411-00365		PAYROLL DEDUCTIONS	COUNTY T	-69.45	PAYROLL CHECKS 003868-003886
200.04-411-00375		PAYROLL DEDUCTIONS	COUNTY T	-70.30	PAYROLL CHECKS 003887-003905
200.04-411-00377		INDIANA DEPARTMENT OF REVE	SALARIES	211.50 015540	STATE & COUNTY TAX - P/R 5
200.04-411-00385		PAYROLL DEDUCTIONS	SALARIES	68.17	XXX CHECKS 003845-003866
200.04-411-00386		PAYROLL DEDUCTIONS	SALARIES	-71.75	XXXX CHECKS 003845-003866
			TOTAL=	.00	
200.05-411-00309		PAYROLL DEDUCTIONS	PERF/SAL	-238.58	PAYROLL CHECKS 003845-003866
200.05-411-00365		PAYROLL DEDUCTIONS	PERF/SAL	-310.44	PAYROLL CHECKS 003868-003886
200.05-411-00375		PAYROLL DEDUCTIONS	PERF/SAL	-296.51	PAYROLL CHECKS 003887-003905
200.05-411-00285		PAYROLL DEDUCTIONS	SALARIES	238.58	XXX CHECKS 003845-003866
200.05-411-00286		PAYROLL DEDUCTIONS	SALARIES	-256.47	XXXX CHECKS 003845-003866
			TOTAL=	-863.42	
200.06-411-00309		PAYROLL DEDUCTIONS	CREDIT U	-1910.02	PAYROLL CHECKS 003845-003866
200.06-411-00365		PAYROLL DEDUCTIONS	CREDIT U	-1990.17	PAYROLL CHECKS 003868-003886
200.06-411-00375		PAYROLL DEDUCTIONS	CREDIT U	-2000.30	PAYROLL CHECKS 003887-003905
200.06-411-00385		PAYROLL DEDUCTIONS	SALARIES	1910.02	XXX CHECKS 003845-003866
200.06-411-00386		PAYROLL DEDUCTIONS	SALARIES	-1990.02	XXXX CHECKS 003845-003866
200.06-413-00367		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	342.71 015536	CREDIT UNION DEDUCTIONS -P
200.06-413-00367		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	549.89 015536	CREDIT UNION DEDUCTIONS -P
200.06-413-00367		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	147.00 015536	CREDIT UNION DEDUCTIONS -P
200.06-413-00367		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	80.00 015536	CREDIT UNION DEDUCTIONS -P
200.06-413-00367		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	30.00 015536	CREDIT UNION DEDUCTIONS -P
200.06-413-00367		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	50.00 015536	CREDIT UNION DEDUCTIONS -P
200.06-413-00367		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	60.00 015536	CREDIT UNION DEDUCTIONS -P

FUND-ACCOUNT	CLAIM #	NAME OF CLAIMANT	OFFICE/DEPARTMENT/FUND	AMOUNT OF WARRANT CLAIM NUMBER	EXPLANATION
200.06-413-00367		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	750.57 015536	CREDIT UNION DEDUCTIONS -P
200.06-413-00378		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	300.00 015540	CR. UNION DEDUCTIONS -P/R
200.06-413-00378		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	160.00 015540	CR. UNION DEDUCTIONS -P/R
200.06-413-00378		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	147.00 015540	CR. UNION DEDUCTIONS -P/R
200.06-413-00378		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	80.00 015540	CR. UNION DEDUCTIONS -P/R
200.06-413-00378		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	30.00 015540	CR. UNION DEDUCTIONS -P/R
200.06-413-00378		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	50.00 015540	CR. UNION DEDUCTIONS -P/R
200.06-413-00378		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	80.00 015540	CR. UNION DEDUCTIONS -P/R
200.06-413-00378		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	751.57 015540	CR. UNION DEDUCTIONS -P/R
200.06-413-00387		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	-344.36	TO CORRECT ACCT. 2
200.06-413-00387		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	-549.37	TO CORRECT ACCT. 2
200.06-413-00387		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	-147.00	TO CORRECT ACCT. 2
200.06-413-00387		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	-30.00	TO CORRECT ACCT. 2
200.06-413-00387		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	-30.00	TO CORRECT ACCT. 2
200.06-413-00387		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	-53.00	TO CORRECT ACCT. 2
200.06-413-00387		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	-50.00	TO CORRECT ACCT. 2
200.06-413-00387		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	-730.57	TO CORRECT ACCT. 2
200.06-413-00388		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	344.36 015466	TO CORRECT ACCT. 2
200.06-413-00388		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	549.37 015466	TO CORRECT ACCT. 2
200.06-413-00388		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	147.00 015466	TO CORRECT ACCT. 2
200.06-413-00388		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	30.00 015466	TO CORRECT ACCT. 2
200.06-413-00388		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	30.00 015466	TO CORRECT ACCT. 2
200.06-413-00388		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	50.00 015466	TO CORRECT ACCT. 2
200.06-413-00389		MADISON COUNTY SCHOOL ENPL	EMPLOYEE	730.57 015466	CORRECT VOUCHERS-8291, 387
			TOTAL=	-1259.45	
200.07-411-00309		PAYROLL DEDUCTIONS	ANNUITY	-328.45	PAYROLL CHECKS 003845-003866
200.07-411-00365		PAYROLL DEDUCTIONS	ANNUITY	-328.45	PAYROLL CHECKS 003868-003886
200.07-411-00375		PAYROLL DEDUCTIONS	ANNUITY	-328.45	PAYROLL CHECKS 003887-003905
200.07-411-00385		PAYROLL DEDUCTIONS	SALARIES	328.45	XXX CHECKS 003845-003866
200.07-413-00369		INDIANA DEFERRED COMPENSAT	EMPLOYEE	-328.45	XXXX CHECKS 003845-003866
200.07-413-00369		INDIANA DEFERRED COMPENSAT	EMPLOYEE	143.45 015538	P/R DEDUCTIONS - 5-15-96
200.07-413-00369		INDIANA DEFERRED COMPENSAT	EMPLOYEE	100.00 015538	P/R DEDUCTIONS - 5-15-96
200.07-413-00369		INDIANA DEFERRED COMPENSAT	EMPLOYEE	30.00 015538	P/R DEDUCTIONS - 5-15-96
200.07-413-00369		INDIANA DEFERRED COMPENSAT	EMPLOYEE	10.00 015538	P/R DEDUCTIONS - 5-15-96
200.07-413-00369		INDIANA DEFERRED COMPENSAT	EMPLOYEE	25.00 015538	P/R DEDUCTIONS - 5-15-96
200.07-413-00379		INDIANA DEFERRED COMPENSAT	EMPLOYEE	143.45 015542	ANNUITY DEDUCTIONS - P/R 5
200.07-413-00379		INDIANA DEFERRED COMPENSAT	EMPLOYEE	100.00 015542	ANNUITY DEDUCTIONS - P/R 5
200.07-413-00379		INDIANA DEFERRED COMPENSAT	EMPLOYEE	30.00 015542	ANNUITY DEDUCTIONS - P/R 5
200.07-413-00379		INDIANA DEFERRED COMPENSAT	EMPLOYEE	10.00 015542	ANNUITY DEDUCTIONS - P/R 5
200.07-413-00379		INDIANA DEFERRED COMPENSAT	EMPLOYEE	25.00 015542	ANNUITY DEDUCTIONS - P/R 5
			TOTAL=	-328.45	
200.08-411-00309		PAYROLL DEDUCTIONS	INSURANC	-51.51	PAYROLL CHECKS 003845-003866
200.08-411-00365		PAYROLL DEDUCTIONS	INSURANC	-51.51	PAYROLL CHECKS 003868-003886
200.08-411-00375		PAYROLL DEDUCTIONS	INSURANC	-51.51	PAYROLL CHECKS 003887-003905
200.08-411-00385		PAYROLL DEDUCTIONS	SALARIES	51.51	XXX CHECKS 003845-003866

FUND-ACCOUNT CLAIM #	NAME OF CLAIMANT	OFFICE/DEPARTMENT/FUND	AMOUNT OF WARRANT CLAIM NUMBER	EXPLANATION
200.00-411-00396	PAYROLL DEDUCTIONS	SALARIES	-51.51 XXXX	CHECKS 003845-003866
200.00-413.5-00000	CITY OF ELWOOD NON-REVERTI	EMPLOYER	154.53 015543	HEALTH INS. PREM. - JUNE 9
		TOTAL= .00		
		--TOTAL AMOUNT OF CLAIMS--	94045.12	

DATE RECEIVED	RECEIPT NUMBER	NAME	OFFICE/DEPARTMENT/FUND	AMOUNT OF RECEIPT	EXPLANATION
05 MAY 96	0187	MADISON COUNTY TREA. #663	312.3 OPERATING/COIT	5070.00	CO-OP TAX
09 MAY 96	0195	TREASURER MADISON COUNTY #634	312.3 OPERATING/COIT	5070.00	CO-OP TAX
01 MAY 96	0182	EMILY DAVIDSON RECT.#659	341.1 OPERATING/FINES	4.60	FINES & FEES
02 MAY 96	0183	DAWN MOORE RECT.#660	341.1 OPERATING/FINES	1.00	FINES & FEES
02 MAY 96	0184	SHARON FOUTS RECT.#661	341.1 OPERATING/FINES	11.45	FINES & FEES
03 MAY 96	0185	DAWN MOORE RECT.#662	341.1 OPERATING/FINES	3.20	FINES & FEES
05 MAY 96	0188	DAWN MOORE RECT.#664	341.1 OPERATING/FINES	9.00	FINES & FEES
08 MAY 96	0190	DAWN MOORE RECT.#666	341.1 OPERATING/FINES	2.30	FINES & FEES
08 MAY 96	0191	JANET BLANKENSHIP RECT.#667	341.1 OPERATING/FINES	13.90	FINES & FEES
09 MAY 96	0192	EMILY DAVIDSON RECT.#668	341.1 OPERATING/FINES	13.65	FINES & FEES
09 MAY 96	0196	SHARON FOUTS RECT.#628	341.1 OPERATING/FINES	-15.65	FINES & FEES-POSTED TWICE
10 MAY 96	0197	EMILY DAVIDSON RECT.#670	341.1 OPERATING/FINES	20.95	FINES & FEES
13 MAY 96	0198	EMILY DAVIDSON RECT.#671	341.1 OPERATING/FINES	.60	FINES & FEES
13 MAY 96	0199	EMILY DAVIDSON RECT.#672	341.1 OPERATING/FINES	8.60	FINES & FEES
15 MAY 96	0200	EMILY DAVIDSON RECT.#675	341.1 OPERATING/FINES	16.00	FINES & FEES
16 MAY 96	0201	SHARON FOUTS RECT.#676	341.1 OPERATING/FINES	20.90	FINES & FEES
16 MAY 96	0202	EMILY DAVIDSON RECT.#677	341.1 OPERATING/FINES	5.30	FINES & FEES
17 MAY 96	0205	DAWN MOORE RECT.#681	341.1 OPERATING/FINES	4.00	FINES & FEES
17 MAY 96	0207	EMILY DAVIDSON RECT.#673	341.1 OPERATING/FINES	15.60	FINES & FEES
23 MAY 96	0211	EMILY DAVIDSON RECT.#683	341.1 OPERATING/FINES	8.60	FINES & FEES
23 MAY 96	0212	EMILY DAVIDSON RECT.#684	341.1 OPERATING/FINES	12.60	FINES & FEES
23 MAY 96	0213	DAWN MOORE RECT.#685	341.1 OPERATING/FINES	18.90	FINES & FEES
23 MAY 96	0215	DAWN MOORE RECT.#687	341.1 OPERATING/FINES	5.60	FINES & FEES
23 MAY 96	0216	SHARON FOUTS RECT.#688	341.1 OPERATING/FINES	6.45	FINES & FEES
23 MAY 96	0217	DAWN MOORE RECT.#689	341.1 OPERATING/FINES	2.70	FINES & FEES
24 MAY 96	0218	EMILY DAVIDSON RECT.#690	341.1 OPERATING/FINES	5.10	FINES & FEES
29 MAY 96	0221	EMILY DAVIDSON RECT.#692	341.1 OPERATING/FINES	.50	FINES & FEES
29 MAY 96	0222	JANET BLANKENSHIP RECT.#693	341.1 OPERATING/FINES	12.10	FINES & FEES
29 MAY 96	0225	CAROLYN LAMBERTSON RECT.#696	341.1 OPERATING/FINES	91.70	FINES & FEES
29 MAY 96	0226	BARBARA MCADAMS RECT.#697	341.1 OPERATING/FINES	52.50	FINES & FEES
30 MAY 96	0227	SHARON FOUTS RECT.#698	341.1 OPERATING/FINES	4.75	FINES & FEES
30 MAY 96	0228	EMILY DAVIDSON RECT.#699	341.1 OPERATING/FINES	4.60	FINES & FEES
10 MAY 96	0197	EMILY DAVIDSON RECT.#670	341.2 OPERATING/MATERIAL	.20	FINES & FEES
01 MAY 96	0182	EMILY DAVIDSON RECT.#659	341.3 OPERATING/FAX MACHINE	8.60	FINES & FEES
02 MAY 96	0183	DAWN MOORE RECT.#660	341.3 OPERATING/FAX MACHINE	4.20	FINES & FEES
03 MAY 96	0185	DAWN MOORE RECT.#662	341.3 OPERATING/FAX MACHINE	1.00	FINES & FEES
05 MAY 96	0188	DAWN MOORE RECT.#664	341.3 OPERATING/FAX MACHINE	3.60	FINES & FEES
08 MAY 96	0190	DAWN MOORE RECT.#666	341.3 OPERATING/FAX MACHINE	22.40	FINES & FEES
08 MAY 96	0191	JANET BLANKENSHIP RECT.#667	341.3 OPERATING/FAX MACHINE	3.40	FINES & FEES
09 MAY 96	0193	EMILY DAVIDSON RECT.#669	341.3 OPERATING/FAX MACHINE	11.80	FINES & FEES
10 MAY 96	0197	EMILY DAVIDSON RECT.#670	341.3 OPERATING/FAX MACHINE	7.20	FINES & FEES
15 MAY 96	0200	EMILY DAVIDSON RECT.#675	341.3 OPERATING/FAX MACHINE	4.20	FINES & FEES
16 MAY 96	0202	EMILY DAVIDSON RECT.#677	341.3 OPERATING/FAX MACHINE	6.80	FINES & FEES
17 MAY 96	0205	DAWN MOORE RECT.#681	341.3 OPERATING/FAX MACHINE	7.90	FINES & FEES
17 MAY 96	0207	EMILY DAVIDSON RECT.#673	341.3 OPERATING/FAX MACHINE	7.00	FINES & FEES
23 MAY 96	0211	EMILY DAVIDSON RECT.#683	341.3 OPERATING/FAX MACHINE	1.80	FINES & FEES
23 MAY 96	0212	EMILY DAVIDSON RECT.#684	341.3 OPERATING/FAX MACHINE	5.60	FINES & FEES



REGISTER OF RECEIPTS  
 NORTH HADISON COUNTY PUBLIC LIBRARY  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46026-1598  
 31 MAY 96

REGISTER OF RECEIPTS  
 NORTH HADISON COUNTY PUBLIC LIBRARY  
 124 NORTH 16TH STREET  
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 31 MAY 96

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RECEIVED	RECEIPT NUMBER	NAME	OFFICE/DEPARTMENT/FUND	AMOUNT OF RECEIPT	EXPLANATION	DATE RECEIVED	RECEIPT NUMBER	NAME	OFFICE/DEPARTMENT/FUND	AMOUNT OF RECEIPT	EXPLANATION		
21 MAY 96	0216	DAWN MOORE	RECT.#666	341.3 OPERATING/FAX MACHINE	3.00	FINES & FEES	29 MAY 96	0271	FMIY DAVIDSON	RFCT.#692	342.1 OPERATING/COPY MACHINE	9.80	FINES & FEES
22 MAY 96	0216	DAWN MOORE	RECT.#667	341.3 OPERATING/FAX MACHINE	3.20	FINES & FEES	29 MAY 96	0272	JANET BLANKENSHIP	RFCT.#693	342.1 OPERATING/COPY MACHINE	12.00	FINES & FEES
23 MAY 96	0217	DAWN MOORE	RECT.#668	341.3 OPERATING/FAX MACHINE	3.80	FINES & FEES	29 MAY 96	0275	CAROLYN LAMBERTSON	RFCT.#696	342.1 OPERATING/COPY MACHINE	67.00	FINES & FEES
24 MAY 96	0218	EMILY DAVIDSON	RECT.#691	341.3 OPERATING/FAX MACHINE	3.20	FINES & FEES	29 MAY 96	0276	BARBARA MCADAMS	RFCT.#697	342.1 OPERATING/COPY MACHINE	34.70	FINES & FEES
24 MAY 96	0220	EMILY DAVIDSON	RECT.#691	341.3 OPERATING/FAX MACHINE	1.00	FINES & FEES	30 MAY 96	0278	FMIY DAVIDSON	RFCT.#699	342.1 OPERATING/COPY MACHINE	12.95	FINES & FEES
24 MAY 96	0221	EMILY DAVIDSON	RECT.#692	341.3 OPERATING/FAX MACHINE	7.00	FINES & FEES	01 MAY 96	0182	FMIY DAVIDSON	RFCT.#659	342.2 OPERATING/RFADER PRINTER COPIES	1.00	FINES & FEES
24 MAY 96	0222	JANET BLANKENSHIP	RECT.#693	341.3 OPERATING/FAX MACHINE	7.40	FINES & FEES	09 MAY 96	0193	FMIY DAVIDSON	RFCT.#669	342.2 OPERATING/RFADER PRINTER COPIES	.50	FINES & FEES
24 MAY 96	0225	CAROLYN LAMBERTSON	RECT.#696	341.3 OPERATING/FAX MACHINE	7.60	FINES & FEES	13 MAY 96	0198	FMIY DAVIDSON	RFCT.#671	342.2 OPERATING/RFADER PRINTER COPIES	.50	FINES & FEES
24 MAY 96	0226	BARBARA MCADAMS	RECT.#697	341.3 OPERATING/FAX MACHINE	18.50	FINES & FEES	16 MAY 96	0202	FMIY DAVIDSON	RFCT.#677	342.2 OPERATING/RFADER PRINTER COPIES	.70	FINES & FEES
24 MAY 96	0226	EMILY DAVIDSON	RECT.#699	341.3 OPERATING/FAX MACHINE	6.00	FINES & FEES	24 MAY 96	0218	FMIY DAVIDSON	RFCT.#690	342.2 OPERATING/RFADER PRINTER COPIES	1.70	FINES & FEES
24 MAY 96	0231	JANET BLANKENSHIP	RECT.#667	341.4 OPERATING/EQUIPMENT RENTAL	4.00	FINES & FEES	29 MAY 96	0271	FMIY DAVIDSON	RFCT.#692	342.2 OPERATING/RFADER PRINTER COPIES	5.00	FINES & FEES
24 MAY 96	0232	EMILY DAVIDSON	RECT.#693	341.4 OPERATING/EQUIPMENT RENTAL	2.00	FINES & FEES	01 MAY 96	0182	FMIY DAVIDSON	RFCT.#659	360.1 OPERATING/INTFR-I TIRARY I GAN	1.12	FINES & FEES
24 MAY 96	0232	JANET BLANKENSHIP	RECT.#693	341.6 OPERATING/LOST,DAMAGED OR SALE	6.99	FINES & FEES	24 MAY 96	0218	FMIY DAVIDSON	RFCT.#690	360.1 OPERATING/INTFR-I TIRARY I GAN	1.53	FINES & FEES
24 MAY 96	0233	SHARON FOUTS	RECT.#694	341.6 OPERATING/LOST,DAMAGED OR SALE	27.35	BOOK SALE	29 MAY 96	0275	CAROLYN LAMBERTSON	RFCT.#696	360.1 OPERATING/INTFR-I TIRARY I GAN	3.47	FINES & FEES
06 MAY 96	0169	DAWN MOORE	RECT.#665	341.7 OPERATING/LAMINATION	1.00	FINES & FEES	30 MAY 96	0278	FMIY DAVIDSON	RFCT.#699	360.1 OPERATING/INTFR-I TIRARY I GAN	1.12	FINES & FEES
13 MAY 96	0199	EMILY DAVIDSON	RECT.#672	341.7 OPERATING/LAMINATION	1.00	FINES & FEES	23 MAY 96	0214	NAT'L CITY BANK	RFCT.#686	360.2 OPERATING/PROPRTRY RENTAL	592.00	RFMT - FRANKTON RUDITIONS
02 MAY 96	0183	DAWN MOORE	RECT.#660	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES	09 MAY 96	0194	STAR FINANCIAL BANK		361 OPERATING/INTERFST ON INVESTMEN	172.15	INTERFST 4-30-95
10 MAY 96	0197	EMILY DAVIDSON	RECT.#670	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES	22 MAY 96	0209	COMMUNITY BANK/SUMMITVILLE		361 OPERATING/INTERFST ON INVESTMEN	17.92	INTERFST - 3-31-95, 4-30-95
15 MAY 96	0200	EMILY DAVIDSON	RECT.#675	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES	22 MAY 96	0209	COMMUNITY BANK/SUMMITVILLE		361 OPERATING/INTERFST ON INVESTMEN	19.73	INTERFST - 3-31-95, 4-30-95
17 MAY 96	0207	EMILY DAVIDSON	RECT.#673	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES	22 MAY 96	0210	HUNTINGTON BANK		361 OPERATING/INTERFST ON INVESTMEN	41.64	INTERFST 4-30-95
23 MAY 96	0213	DAWN MOORE	RECT.#685	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES	24 MAY 96	0219	STAR FINANCIAL BANK		361 OPERATING/INTERFST ON INVESTMEN	387.50	DEPOSIT CD AND PROCFEES
24 MAY 96	0218	EMILY DAVIDSON	RECT.#690	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES	03 MAY 96	0186	KAPPA KAPPA KAPPA	RFCT.#573	364.1 OPERATING/DONATIONS	-65.00	CORRECT -FUND
25 MAY 96	0221	EMILY DAVIDSON	RECT.#692	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES	17 MAY 96	0206	KTC ENTERPRISES	RFCT.#682	364.1 OPERATING/DONATIONS	70.00	DONATION
29 MAY 96	0226	BARBARA MCADAMS	RECT.#697	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES	17 MAY 96	0208	SHARON FOUTS	RFCT.#674	364.1 OPERATING/DONATIONS	37.27	DONATION - BOOK SALE
29 MAY 96	0226	CAROLYN LAMBERTSON	RECT.#696	341.9 OPERATING/NON-RESIDENT	40.00	FINES & FEES	24 MAY 96	0219	STAR FINANCIAL BANK		392.9 OPERATING/TRANSFER FROM OTHER F	50000.00	DEPOSIT CD AND PROCFEES
01 MAY 96	0182	EMILY DAVIDSON	RECT.#659	342.1 OPERATING/COPY MACHINE	14.20	FINES & FEES	09 MAY 96	0193	FMIY DAVIDSON	RFCT.#669	341.5 PIAC/PIAC	70.00	FINES & FEES
02 MAY 96	0183	DAWN MOORE	RECT.#660	342.1 OPERATING/COPY MACHINE	14.90	FINES & FEES	03 MAY 96	0186	KAPPA KAPPA KAPPA	RFCT.#573	364.1 GIFT/DONATIONS	65.00	CORRECT -FUND
03 MAY 96	0185	DAWN MOORE	RECT.#662	342.1 OPERATING/COPY MACHINE	11.50	FINES & FEES	29 MAY 96	0274	HADISON-GRANT TFAC.	RFCT.#695	364.1 GIFT/DONATIONS	75.00	DONATION - SUMMITVILLE
05 MAY 96	0188	DAWN MOORE	RECT.#664	342.1 OPERATING/COPY MACHINE	11.00	FINES & FEES	16 MAY 96	0203	FIREMAN'S FUND	RFCT.#679	364.3 MEMORIAL /MEMORIALS	50.00	DONATION - IN HONOR OF M.ROB
05 MAY 96	0189	DAWN MOORE	RECT.#665	342.1 OPERATING/COPY MACHINE	8.70	FINES & FEES	16 MAY 96	0204	VIRGINIA STANTIS AW	RFCT.#680	364.3 MEMORIAL /MEMORIALS	125.00	MEMORIAL DONATION - MARY ROB
08 MAY 96	0190	DAWN MOORE	RECT.#666	342.1 OPERATING/COPY MACHINE	19.10	FINES & FEES					--TOTAL AMOUNT OF RECEIPTS--	62696.29	
08 MAY 96	0191	JANET BLANKENSHIP	RECT.#667	342.1 OPERATING/COPY MACHINE	15.20	FINES & FEES							
09 MAY 96	0193	EMILY DAVIDSON	RECT.#669	342.1 OPERATING/COPY MACHINE	14.80	FINES & FEES							
10 MAY 96	0197	EMILY DAVIDSON	RECT.#670	342.1 OPERATING/COPY MACHINE	17.30	FINES & FEES							
13 MAY 96	0198	EMILY DAVIDSON	RECT.#671	342.1 OPERATING/COPY MACHINE	11.30	FINES & FEES							
13 MAY 96	0199	EMILY DAVIDSON	RECT.#672	342.1 OPERATING/COPY MACHINE	7.60	FINES & FEES							
15 MAY 96	0200	EMILY DAVIDSON	RECT.#675	342.1 OPERATING/COPY MACHINE	7.10	FINES & FEES							
16 MAY 96	0202	EMILY DAVIDSON	RECT.#677	342.1 OPERATING/COPY MACHINE	26.60	FINES & FEES							
17 MAY 96	0205	DAWN MOORE	RECT.#681	342.1 OPERATING/COPY MACHINE	6.10	FINES & FEES							
17 MAY 96	0207	EMILY DAVIDSON	RECT.#673	342.1 OPERATING/COPY MACHINE	30.70	FINES & FEES							
23 MAY 96	0211	EMILY DAVIDSON	RECT.#683	342.1 OPERATING/COPY MACHINE	7.90	FINES & FEES							
23 MAY 96	0212	EMILY DAVIDSON	RECT.#684	342.1 OPERATING/COPY MACHINE	4.90	FINES & FEES							
23 MAY 96	0213	DAWN MOORE	RECT.#685	342.1 OPERATING/COPY MACHINE	9.50	FINES & FEES							
23 MAY 96	0215	DAWN MOORE	RECT.#687	342.1 OPERATING/COPY MACHINE	14.90	FINES & FEES							
23 MAY 96	0217	DAWN MOORE	RECT.#689	342.1 OPERATING/COPY MACHINE	6.70	FINES & FEES							
24 MAY 96	0218	FMIY DAVIDSON	RFCT.#690	342.1 OPERATING/COPY MACHINE	11.80	FINES & FEES							
29 MAY 96	0270	FMIY DAVIDSON	RFCT.#691	342.1 OPERATING/COPY MACHINE	3.70	FINES & FEES							

DATE	AMOUNT	RECEIPT NUMBER	RECEIPT DESCRIPTION	AMOUNT OF RECEIPT	EXPLANATION	DATE	RECEIPT NUMBER	RECEIPT DESCRIPTION	AMOUNT OF RECEIPT	EXPLANATION
05 MAY 96	4.80	0200	FAMILY DAVIDSON	4.80	FINES & FEES	16 MAY 96	0200	FAMILY DAVIDSON	4.80	FAMILY DAVIDSON
05 MAY 96	8.60	0200	FAMILY DAVIDSON	8.60	FINES & FEES	16 MAY 96	0200	FAMILY DAVIDSON	8.60	FAMILY DAVIDSON
05 MAY 96	14.20	0200	FAMILY DAVIDSON	14.20	FINES & FEES	16 MAY 96	0200	FAMILY DAVIDSON	14.20	FAMILY DAVIDSON
05 MAY 96	1.00	0200	FAMILY DAVIDSON	1.00	FINES & FEES	16 MAY 96	0200	FAMILY DAVIDSON	1.00	FAMILY DAVIDSON
05 MAY 96	1.12	0200	FAMILY DAVIDSON	1.12	FINES & FEES	16 MAY 96	0201	SHARON FOUTS	1.12	SHARON FOUTS
05 MAY 96	1.00	0200	FAMILY DAVIDSON	1.00	FINES & FEES	16 MAY 96	0202	FAMILY DAVIDSON	1.00	FAMILY DAVIDSON
05 MAY 96	4.20	0200	FAMILY DAVIDSON	4.20	FINES & FEES	16 MAY 96	0202	FAMILY DAVIDSON	4.20	FAMILY DAVIDSON
05 MAY 96	14.90	0200	FAMILY DAVIDSON	14.90	FINES & FEES	16 MAY 96	0202	FAMILY DAVIDSON	14.90	FAMILY DAVIDSON
05 MAY 96	1.00	0200	FAMILY DAVIDSON	1.00	FINES & FEES	16 MAY 96	0202	FAMILY DAVIDSON	1.00	FAMILY DAVIDSON
05 MAY 96	11.45	0200	FAMILY DAVIDSON	11.45	FINES & FEES	16 MAY 96	0203	FIREMAN'S FUND	11.45	FIREMAN'S FUND
05 MAY 96	3.20	0200	FAMILY DAVIDSON	3.20	FINES & FEES	16 MAY 96	0204	VIRGINIA STANTON	3.20	VIRGINIA STANTON
05 MAY 96	1.00	0200	FAMILY DAVIDSON	1.00	FINES & FEES	17 MAY 96	0205	DAWN MOORE	1.00	DAWN MOORE
05 MAY 96	11.50	0200	FAMILY DAVIDSON	11.50	FINES & FEES	17 MAY 96	0205	DAWN MOORE	11.50	DAWN MOORE
05 MAY 96	65.00	0200	KITZEL	65.00	CORRECT - FUND	17 MAY 96	0205	DAWN MOORE	65.00	DAWN MOORE
05 MAY 96	-65.00	0200	KITZEL	-65.00	CORRECT - FUND	17 MAY 96	0206	KTC FILTERPRISES	-65.00	KTC FILTERPRISES
05 MAY 96	5070.00	0200	MADISON COUNTY	5070.00	CO-OP TAX	17 MAY 96	0207	FAMILY DAVIDSON	5070.00	FAMILY DAVIDSON
05 MAY 96	9.00	0200	DAWN MOORE	9.00	FINES & FEES	17 MAY 96	0207	FAMILY DAVIDSON	9.00	FAMILY DAVIDSON
05 MAY 96	3.60	0200	DAWN MOORE	3.60	FINES & FEES	17 MAY 96	0207	FAMILY DAVIDSON	3.60	FAMILY DAVIDSON
05 MAY 96	11.00	0200	DAWN MOORE	11.00	FINES & FEES	17 MAY 96	0207	FAMILY DAVIDSON	11.00	FAMILY DAVIDSON
05 MAY 96	1.00	0200	DAWN MOORE	1.00	FINES & FEES	17 MAY 96	0207	FAMILY DAVIDSON	1.00	FAMILY DAVIDSON
05 MAY 96	8.70	0200	DAWN MOORE	8.70	FINES & FEES	17 MAY 96	0207	FAMILY DAVIDSON	8.70	FAMILY DAVIDSON
05 MAY 96	7.30	0200	DAWN MOORE	7.30	FINES & FEES	17 MAY 96	0208	SHARON FOUTS	7.30	SHARON FOUTS
05 MAY 96	22.40	0200	DAWN MOORE	22.40	FINES & FEES	22 MAY 96	0209	COMMUNITY BANK/SUMMITVILLE	22.40	COMMUNITY BANK/SUMMITVILLE
05 MAY 96	19.10	0200	DAWN MOORE	19.10	FINES & FEES	22 MAY 96	0209	COMMUNITY BANK/SUMMITVILLE	19.10	COMMUNITY BANK/SUMMITVILLE
05 MAY 96	13.90	0200	JANET BANKERSHIP	13.90	FINES & FEES	22 MAY 96	0210	HUNTINGTON BANK	13.90	HUNTINGTON BANK
05 MAY 96	3.40	0200	JANET BANKERSHIP	3.40	FINES & FEES	23 MAY 96	0211	FAMILY DAVIDSON	3.40	FAMILY DAVIDSON
05 MAY 96	15.70	0200	JANET BANKERSHIP	15.70	FINES & FEES	23 MAY 96	0211	FAMILY DAVIDSON	15.70	FAMILY DAVIDSON
05 MAY 96	4.00	0200	JANET BANKERSHIP	4.00	FINES & FEES	23 MAY 96	0212	FAMILY DAVIDSON	4.00	FAMILY DAVIDSON
05 MAY 96	13.65	0200	FAMILY DAVIDSON	13.65	FINES & FEES	23 MAY 96	0212	FAMILY DAVIDSON	13.65	FAMILY DAVIDSON
05 MAY 96	11.80	0200	FAMILY DAVIDSON	11.80	FINES & FEES	23 MAY 96	0213	DAWN MOORE	11.80	DAWN MOORE
05 MAY 96	14.80	0200	FAMILY DAVIDSON	14.80	FINES & FEES	23 MAY 96	0213	DAWN MOORE	14.80	DAWN MOORE
05 MAY 96	.80	0200	FAMILY DAVIDSON	.80	FINES & FEES	23 MAY 96	0213	DAWN MOORE	.80	DAWN MOORE
05 MAY 96	20.00	0200	FAMILY DAVIDSON	20.00	FINES & FEES	23 MAY 96	0213	DAWN MOORE	20.00	DAWN MOORE
05 MAY 96	178.15	0200	STAR FINANCIAL BANK	178.15	INTEREST 4-30-96	23 MAY 96	0214	NAT'L CITY BANK	178.15	NAT'L CITY BANK
05 MAY 96	5070.00	0200	TREASURER MADISON COUNTY #634	5070.00	CO-OP TAX	23 MAY 96	0214	DAWN MOORE	5070.00	DAWN MOORE
05 MAY 96	-15.65	0200	SHARON FOUTS	-15.65	FINES & FEES-POSTFD TWICE	23 MAY 96	0215	DAWN MOORE	-15.65	DAWN MOORE
10 MAY 96	20.95	0200	FAMILY DAVIDSON	20.95	FINES & FEES	23 MAY 96	0215	DAWN MOORE	20.95	DAWN MOORE
10 MAY 96	7.20	0200	FAMILY DAVIDSON	7.20	FINES & FEES	23 MAY 96	0216	DAWN MOORE	7.20	DAWN MOORE
10 MAY 96	17.30	0200	FAMILY DAVIDSON	17.30	FINES & FEES	23 MAY 96	0216	SHARON FOUTS	17.30	SHARON FOUTS
10 MAY 96	.70	0200	FAMILY DAVIDSON	.70	FINES & FEES	23 MAY 96	0217	DAWN MOORE	.70	DAWN MOORE
10 MAY 96	1.00	0200	FAMILY DAVIDSON	1.00	FINES & FEES	23 MAY 96	0217	DAWN MOORE	1.00	DAWN MOORE
13 MAY 96	.60	0200	FAMILY DAVIDSON	.60	FINES & FEES	23 MAY 96	0217	DAWN MOORE	.60	DAWN MOORE
13 MAY 96	11.30	0200	FAMILY DAVIDSON	11.30	FINES & FEES	24 MAY 96	0218	DAWN MOORE	11.30	DAWN MOORE
13 MAY 96	.60	0200	FAMILY DAVIDSON	.60	FINES & FEES	24 MAY 96	0218	DAWN MOORE	.60	DAWN MOORE
13 MAY 96	8.60	0200	FAMILY DAVIDSON	8.60	FINES & FEES	24 MAY 96	0218	DAWN MOORE	8.60	DAWN MOORE
13 MAY 96	1.00	0200	FAMILY DAVIDSON	1.00	FINES & FEES	24 MAY 96	0218	DAWN MOORE	1.00	DAWN MOORE
13 MAY 96	7.60	0200	FAMILY DAVIDSON	7.60	FINES & FEES	24 MAY 96	0218	DAWN MOORE	7.60	DAWN MOORE
13 MAY 96	20.95	0200	FAMILY DAVIDSON	20.95	FINES & FEES	24 MAY 96	0218	DAWN MOORE	20.95	DAWN MOORE
13 MAY 96	2.80	0200	FAMILY DAVIDSON	2.80	FINES & FEES	24 MAY 96	0218	DAWN MOORE	2.80	DAWN MOORE
13 MAY 96	3.80	0200	FAMILY DAVIDSON	3.80	FINES & FEES	24 MAY 96	0218	DAWN MOORE	3.80	DAWN MOORE
13 MAY 96	1.53	0200	FAMILY DAVIDSON	1.53	FINES & FEES	24 MAY 96	0218	DAWN MOORE	1.53	DAWN MOORE
13 MAY 96	2.00	0200	FAMILY DAVIDSON	2.00	FINES & FEES	24 MAY 96	0218	DAWN MOORE	2.00	DAWN MOORE

RECEIPT NO	RECEIPT NUMBR	NAME	OFFICE/DEPARTMENT/FUND	AMOUNT OF RECEIPT	EXPLANATION
24 MAY 96	0218	FNTLY DAVTOSON	RFCT.#690	341.8	OPERATING/POST CARD FFF
24 MAY 96	0219	STAR FINANCIAL BANK		392.9	OPERATING/TRANSFER FROM OTHER F
24 MAY 96	0219	STAR FINANCIAL BANK		361	OPERATING/INTEREST ON INVESTMFN
29 MAY 96	0220	FNTLY DAVTOSON	RFCT.#691	341.3	OPERATING/FAX MACHINF
29 MAY 96	0220	FNTLY DAVTOSON	RFCT.#691	342.1	OPERATING/COPY MACHINF
29 MAY 96	0221	FNTLY DAVTOSON	RFCT.#692	341.1	OPERATING/FINFS
29 MAY 96	0221	FNTLY DAVTOSON	RFCT.#692	341.3	OPERATING/FAX MACHINF
29 MAY 96	0221	FNTLY DAVTOSON	RFCT.#692	342.1	OPERATING/COPY MACHINF
29 MAY 96	0221	FNTLY DAVTOSON	RFCT.#692	342.2	OPERATING/REFADR PRINTER COPIES
29 MAY 96	0221	FNTLY DAVTOSON	RFCT.#692	341.8	OPERATING/POST CARD FFF
29 MAY 96	0222	JANFT RIANKFNSHIP	RFCT.#693	341.1	OPERATING/FINFS
29 MAY 96	0222	JANFT RIANKFNSHIP	RFCT.#693	341.3	OPERATING/FAX MACHINF
29 MAY 96	0222	JANFT RIANKFNSHIP	RFCT.#693	341.6	OPERATING/POST-DAMAGED OR SAIF
29 MAY 96	0222	JANFT RIANKFNSHIP	RFCT.#693	342.1	OPERATING/COPY MACHINF
29 MAY 96	0223	SHARON FOUTS	RFCT.#694	341.6	OPERATING/POST-DAMAGED OR SAIF
29 MAY 96	0224	MADISON-GRANT TFAC.	RFCT.#695	344.1	GIFT/DONATIONS
29 MAY 96	0225	CARDIYN IANFRITSON	RFCT.#696	341.1	OPERATING/FINFS
29 MAY 96	0225	CARDIYN IANFRITSON	RFCT.#696	341.3	OPERATING/FAX MACHINF
29 MAY 96	0225	CARDIYN IANFRITSON	RFCT.#696	342.1	OPERATING/COPY MACHINF
29 MAY 96	0225	CARDIYN IANFRITSON	RFCT.#696	360.1	OPERATING/INTER-LIBRARY LOAN
29 MAY 96	0225	CARDIYN IANFRITSON	RFCT.#696	341.9	OPERATING/NON-RESIDENT
29 MAY 96	0226	BARRARA MCADAMS	RFCT.#697	341.1	OPERATING/FINFS
29 MAY 96	0226	BARRARA MCADAMS	RFCT.#697	341.3	OPERATING/FAX MACHINF
29 MAY 96	0226	BARRARA MCADAMS	RFCT.#697	342.1	OPERATING/COPY MACHINF
29 MAY 96	0226	BARRARA MCADAMS	RFCT.#697	341.8	OPERATING/POST CARD FFF
30 MAY 96	0227	SHARON FOUTS	RFCT.#698	341.1	OPERATING/FINFS
30 MAY 96	0228	FNTLY DAVTOSON	RFCT.#699	341.1	OPERATING/FINFS
30 MAY 96	0228	FNTLY DAVTOSON	RFCT.#699	341.3	OPERATING/FAX MACHINF
30 MAY 96	0228	FNTLY DAVTOSON	RFCT.#699	342.1	OPERATING/COPY MACHINF
30 MAY 96	0228	FNTLY DAVTOSON	RFCT.#699	360.1	OPERATING/INTER-LIBRARY LOAN
--TOTAL AMOUNT OF RECEIPTS--				62696.29	

WARRANT NUMBR	CI ATM NUMBR	NAME OF CI ATMANT	AMOUNT OF CI ATM	DATE FILED	EXPLANATION
015417	00307	RAKFR & TAYLOR BOOKS	.00	01-MAY-96	FOR CORRECTION OF ACCT.
015441	00370	MIDWEST EXCHANGE	.00	17-MAY-96	FOR CORRECTION
015466	00387	MADISON COUNTY SCHOOL EMPLOY	-1981.87	31-MAY-96	TO CORRECT ACCT.#
015466	00389	MADISON COUNTY SCHOOL EMPLOY	.00	31-MAY-96	CORRECT VOUCHERS-#291; 387
015466	00388	MADISON COUNTY SCHOOL EMPLOY	1981.87	31-MAY-96	TO CORRECT ACCT.#
015482	00310	ARAR TRMTIF & PEST CONTROL	18.00	13-MAY-96	PEST CONTROL
015483	00311	AUDIO VISUAL COMMUNICATIONS	311.00	13-MAY-96	INV.#35111-INSTALL FRANKTON
015484	00313	RURNITIF - FILLINGR INC.	70.00	13-MAY-96	VARIOUS CHANGES
015485	00314	CARDIYN IANFRITSON	70.50	13-MAY-96	MTI FAGE
015486	00315	CCH INCORPORATED	351.75	13-MAY-96	HUMAN RESOURCES MGMT.SURS.-T
015487	00316	CINDA HORTIN	8.50	13-MAY-96	MTI FAGE
015488	00317	GOUSFRY'S FLOWER SHOP	76.25	13-MAY-96	FLOWERS - DR.FASIFY
015489	00318	H.W.MILSON COMPANY	115.00	13-MAY-96	FICTION CATALOG
015490	00319	INFORMATION/REF.GROUP-DISTR	125.80	13-MAY-96	BOOKS - FLOOED
015491	00320	INGRAM DISTRIBUTION GROUP IN	217.87	13-MAY-96	BOOKS - FRANKTON
015492	00321	JANIF R. SCOTT	7.50	13-MAY-96	MTI FAGE
015493	00322	JANIF A. RECKIFY	2000.00	13-MAY-96	PMT. - I.FASF PURCHASE, FRANK
015494	00321	K-MART	.00	17-MAY-96	FOR CORRECTION
015494	00323	K-MART	174.20	13-MAY-96	NTSC SUPPLIES, VIDEOS - FRAN
015495	00324	KFYSTAR SYSTEMS	289.95	13-MAY-96	REPAIR REFADR-PRINTER
015496	00325	KMART	79.11	13-MAY-96	SUPPLIES - FLOOED, SUMMITVIL
015497	00326	LIBRARY CORPORATION, THE	5593.00	13-MAY-96	INTERNS, SUPPORT, LIBRIS
015498	00327	MARVIN SAUREFT	33.35	13-MAY-96	LAWN TRFATMENT
015499	00328	NICHTF	50.50	13-MAY-96	BOOKS - FLOOED
015500	00329	MIDWEST EXCHANGE	307.15	13-MAY-96	VIDEOS - FLOOED
015501	00330	SPECIALTY STORE SERVICES, TN	114.85	13-MAY-96	VHS CASFS
015502	00331	SUMMITVILLE CITY SEWAGE SYST	15.60	13-MAY-96	SEWAGE - SUMMITVILLE
015503	00332	SMITTFR'S	88.40	13-MAY-96	OFFICE SUPPLIES
015504	00333	TOWN OF FRANKTON	59.18	13-MAY-96	FFC. - FRANKTON
015505	00334	UNIVERSITY BOOK SERVICE	154.76	13-MAY-96	BOOKS - FLOOED CHILDREN
015506	00335	WORD ALMANAC EDUCATION	28.94	13-MAY-96	SUPPLIES - SUMMITVILLE
015507	00336	AMRITFECH	181.36	13-MAY-96	TFIF. - FLOOED
015508	00337	ANDERSON PUBLIC LIBRARY	7.50	13-MAY-96	FFF FOR PRINTING
015509	00338	AT&T	28.29	13-MAY-96	TFIF. - FLOOED
015510	00339	AT & T	49.25	13-MAY-96	TFIF. - MAINT.
015511	00340	RAKFR & TAYLOR BOOKS	3047.86	13-MAY-96	BOOKS, FLOOED, FRANK., SUMM
015512	00341	BARRARA MCADAMS	16.00	13-MAY-96	MTI FAGE
015513	00342	RAIFERS	17.70	13-MAY-96	SUPPLIES
015514	00343	CHRISTIAN BOOK STORE	147.60	13-MAY-96	BOOKS, FRANKTON
015515	00344	CITY WATER & SEWAGE DEPT.	72.76	13-MAY-96	WATER - FLOOED
015516	00345	DFMCO	30.68	13-MAY-96	SHIPPING SIGNS
015517	00346	GIF NORTH INDIANA OPERATIONS	116.58	13-MAY-96	TFIF. - FRANKTON
015518	00347	GAYLORD BOOKS	38.05	13-MAY-96	SUPPLIES
015519	00348	HORTON'S & SONS OF FLOOED	16.13	13-MAY-96	CIANTING SUPPLIES
015520	00349	INDIANA GAS COMPANY	167.36	13-MAY-96	GAS - FLOOED, FRANKTON
015521	00350	IFTSURF ARTS	21.90	13-MAY-96	BOOKS - FRANKTON
015522	00351	LINDA KEMPER	14.00	13-MAY-96	MTI FAGE
015523	00352	MANIFOLD REFUSE, INC.	38.00	13-MAY-96	TRASH PICK-UP - FRANKTON

CHECK REGISTER  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 174 NORTH 16TH STREET  
 FLOWOOD, TN 46036-1598  
 31 MAY 96

PAGE 2

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
015524	00353	MICROMARKETING ASSOCIATES	28.90	13-MAY-96	BOOKS - FRANKTON
015525	00354	MTMWFST EXCHANGE	346.45	13-MAY-96	VTDOS - FLOWOOD, FRANKTON
015526	00355	POSTMASTFR	252.00	13-MAY-96	POSTAGE METER, STAMPS-BRANCH
015527	00356	QUILL CORPORATION	156.26	13-MAY-96	OFFICE SUPPLIES
015528	00357	RANSAY RUSTNESS PRODUCTS	172.44	13-MAY-96	OFFICE SUPPLIES, MAINTENANCE
015529	00358	REVCO D.S., INC.	50.32	13-MAY-96	SUPPLIES
015530	00359	SHAWN HEATON	21.50	13-MAY-96	MTI FARE
015531	00360	SUMMITVILLE CITY SEWAGE SYST	15.60	13-MAY-96	SEWAGE - SUMMITVILLE
015532	00361	UNITED RENTAL SERVICES	50.20	13-MAY-96	CEILING SUPPLIES
015533	00362	UNIVERSITY BOOK SERVICES	186.37	13-MAY-96	BOOKS - CHIT DRFNS
015534	00363	WORLD BOOK EDUCATIONAL	650.00	13-MAY-96	BOOKS - FRANKTON
015535	00366	STAR FINANCIAL BANK	2680.14	15-MAY-96	FICA & FFD. TAX - P/R 5-15-9
015536	00367	MADISON COUNTY SCHOOL EMPLOY	1990.17	15-MAY-96	CREDIT UNION DEDUCTIONS -P/R
015537	00368	FRANK'S NURSERY & CRAFTS	59.91	15-MAY-96	SUPPLIES - FRANKTON
015538	00369	INDIANA DEFERRED COMPENSATIO	328.45	15-MAY-96	P/R DEDUCTIONS - 5-15-96
015539	00376	STAR FINANCIAL BANK	2720.93	29-MAY-96	FFD. & FICA TAX - P/R 5-29-9
015540	00377	INDIANA DEPARTMENT OF REVENUE	1203.03	29-MAY-96	STATE & COUNTY TAX - P/R 5-2
015541	00378	MADISON COUNTY SCHOOL EMPLOY	2000.30	29-MAY-96	CR. UNION DEDUCTIONS -P/R 5-
015542	00379	INDIANA DEFERRED COMPENSATIO	328.45	29-MAY-96	ANNUITY DEDUCTIONS - P/R 5-2
015543	00380	CITY OF FLOWOOD NON-REVENUE	223.25	29-MAY-96	HEALTH INS. PRFM. - JUNE 96
015544	00381	CITY WATER & SEWAGE DEPT.	22.26	29-MAY-96	WATER - FLOWOOD
015545	00382	AMERICAN ELECTRIC POWER	652.98	29-MAY-96	ELECTRIC - FLOWOOD, SUMMITVILLE
PAYROLL	00375	PAYROLL DEDUCTIONS	-5016.48	29-MAY-96	CHECKS 003887-003905
PAYROLL	00374	PAYROLL	10207.52	29-MAY-96	CHECKS 003887-003905
PAYROLL	00365	PAYROLL DEDUCTIONS	-4984.52	15-MAY-96	CHECKS 003868-003886
PAYROLL	00308	PAYROLL	9851.45	01-MAY-96	CHECKS 003845-003866
PAYROLL	00364	PAYROLL	10069.01	15-MAY-96	CHECKS 003868-003886
PAYROLL	00309	PAYROLL DEDUCTIONS	-4730.66	01-MAY-96	CHECKS 003845-003866
XXX	00384	PAYROLL	10447.85	31-MAY-96	CHECKS 003845-003866
XXX	00385	PAYROLL DEDUCTIONS	4730.66	31-MAY-96	CHECKS 003845-003866
XXX	00383	PAYROLL	-9851.45	31-MAY-96	CHECKS 003845-003866
XXXX	00386	PAYROLL DEDUCTIONS	-4984.34	31-MAY-96	CHECKS 003845-003866
XXXX	00373	HUNTINGTON NATIONAL BANK OF	.00	23-MAY-96	TO CORRECT WRG.FUND #
XXXX	00372	HUNTINGTON NATIONAL BANK OF	50000.00	23-MAY-96	TRANS. OUT OF OP.INVEST TO 0

--TOTAL AMOUNT OF CLAIMS-- 94045.12

ALLOWANCE OF CLAIMS

WE HAVE EXAMINED THE CLAIMS LISTED ON THE FOREGOING REGISTER OF CLAIMS, CONSISTING OF 2 PAGES, AND EXCEPT FOR CLAIMS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH CLAIMS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF 94045.12, DATED 10-JUNE-96.

MONTHLY RECEIPT SUMMARY BY INDIVIDUAL RECEIPT CATEGORIES  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 FLOOYD, TN 46036-1598  
 31 MAY 96

OPERATING DESCRIPTION	THIS MONTH	YTD
312.3 COIT	10140.00	25350.00
341.1 FINFS	361.50	1950.55
341.2 MATERIAL	.20	12.45
341.3 FAX MACHINE	156.10	769.70
341.4 EQUIPMENT RENTAL	6.00	12.00
341.6 LOST, DAMAGED OR SALE OF RD	34.34	229.55
341.7 LAMINATION	2.00	4.75
341.8 LOST CARD FFF	8.00	44.00
341.9 NON-RESIDENT	40.00	40.00
342.1 COPY MACHINE	419.95	2196.30
342.2 READER PRINTER COPIES	8.80	43.60
360.1 INTER-LIBRARY LOAN	7.24	65.41
360.2 PROPERTY RENTAL	590.00	2230.00
361 INTEREST ON INVESTMENT	644.94	3590.39
364.1 DONATIONS	-7.78	58.22
364.3 MEMORIALS	.00	200.00
392.9 TRANSFER FROM OTHER FUNDS	50000.00	180000.00
396 REFUNDS	.00	184.45
399 OTHER	.00	99.34
-TOTAL-	62411.29	217080.71

MONTHLY RECEIPT SUMMARY BY INDIVIDUAL RECEIPT CATEGORIES  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 FLOOYD, TN 46036-1598  
 31 MAY 96

OPERATING FUND INVESTMENT DESCRIPTION	THIS MONTH	YTD
392.1 TRANSFER FROM OPERATING FU	.00	150000.00
-TOTAL-	.00	150000.00

MONTHLY RECEIPT SUMMARY BY INDIVIDUAL RECEIPT CATEGORIES  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, TN 46036-1598  
 31 MAY 96

GIFT DESCRIPTION	THIS MONTH	YTD
364.1 DONATIONS	90.00	195.30
-TOTAL-	90.00	195.30

MONTHLY RECEIPT SUMMARY BY INDIVIDUAL RECEIPT CATEGORIES  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, TN 46036-1598  
 31 MAY 96

LIBRARY DESCRIPTION	THIS MONTH	YTD
392.1 TRANSFER FROM OPERATING FUND	.00	10000.00
-TOTAL-	.00	10000.00

MONTHLY RECEIPT SUMMARY BY INDIVIDUAL RECEIPT CATEGORIES  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, TN 46036-1598  
 31 MAY 96

MEMORIAL DESCRIPTION	THIS MONTH	YTD
364.3 MEMORIALS	175.00	175.00
-TOTAL-	175.00	175.00

{-----CASH BALANCES-----}

DATE (31 MAY 96)

A1 {STAR FINANCIAL BANK	}	R1 {	81374.99}
A2 {SUMMITVILLE BANK & TRUST	}	R2 {	.00}
A3 {ITRF - INVESTMENT	}	R3 {	.00}
A4 {OPERATING - INVESTMENT	}	R4 {	.00}
A5 {HUNTINGTON BANK	}	R5 {	16651.34}
A6 {COMMUNITY BANK - SUMMITVILLE	}	R6 {	10613.42}
A7 {NATIONAL CITY BANK - FRANKTON	}	R7 {	.00}
A8 {	}	R8 {	.00}
A9 {	}	R9 {	.00}
-----			
TOTAL		R10{	108639.75}

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Executive Meeting  
July 08, 1996  
6:00pm

CALL TO ORDER

CALL FOR QUORUM

## BUSINESS

1. Purchase or Lease of Real Property  
(IC 5-14-1.5-6-(B) (2) (d))
2. Personnel  
(IC 5-14-1.5-6-(b) (6))
3. Real or Personal Property  
(IC 20-14-3-4-(b))

Regular Meeting for Business  
6:30pm

CALL TO ORDER

CALL FOR QUORUM

BUILDING REPORT

MINUTES

CLAIMS REGISTER & CHECKS

OLD BUSINESS

## NEW BUSINESS

1. Brick fundraiser
2. Paintings
3. Committees for building activities

DIRECTOR'S REPORT

PUBLIC COMMENT

ADJOURN

BUDGET WORKSESSION IMMEDIATELY AFTER THE MEETING.

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Executive Meeting  
July 8, 1996  
6:00pm

CALL TO ORDER

President Linda Sizelove called an executive meeting to order at the Elwood Library meeting room at 6:00pm on July 8, 1996.

CALL FOR QUORUM

Other members present were: Sharan Pace, Pam Bohlander, Jerry Kaiser, Director Kathi Wittkamper and Ass't. Adm. Jan Helpling.

## BUSINESS

1. Purchase or Lease of Real Property
  - a. There was nothing to report on the Summitville project.
2. Personnel
  - a. Kathi reported she has been re-organizing the Personnel policy but wants the Personnel Committee to read it for final acceptance.
3. Real or Personal Property
  - a. The Kokomo-Howard County Library has asked permission to borrow our Leota Williams Loop painting "Springtime" for an exhibit in Kokomo and Brown County. We will discuss in the Public Meeting.

b. Kathi told board members she and Linda were working to form a Library Foundation. She feels money may be available to foundations for some of the things we need in the library. Names were suggested for members of the Foundation. Linda also said she wanted Frankton and Summitville to have representatives on the Foundation.

c. Linda reported the brick sale is slow and informed board members of the Museum of Art representative's visit and assessment of our paintings and their needs.

MEETING WAS ADJOURNED AT 6:20PM.

\_\_\_\_\_  
Pamela Bohlander, Secretary

\_\_\_\_\_  
Ralph E. Hazelbaker Library

\_\_\_\_\_  
Elwood Public Library

\_\_\_\_\_  
Frankton Community Library

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library



# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001

FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
July 8, 1996  
Regular Meeting For Business  
6:30pm

## CALL TO ORDER

President Linda Sizelove called the meeting to order at 6:30pm in the Elwood Library Meeting Room.

## CALL FOR QUORUM

Other board members present were: Sharan Pace, Pam Bohlander and Jerry Kaiser.

## BUILDING REPORT

Harold Etchison reported that the construction company has asked for consideration for time and possibly expense because of a water leak in the city system. The leak delayed the preparation of the parking lot. He has suggested to Kathi that a letter be written to the construction company stating the position that the library is not liable for any additional money because of a problem with the city.

Harold reported there is a new construction superintendent. The sprinkler system is in place and is extensive. They will begin putting in dry-wall tomorrow.

Linda asked Harold if he would get in touch with Mr. Chance in regard to picking up all of the bricks (brick project for patio) at the same time in order to save money.

A motion was made by Pam Bohlander, seconded by Sharan Pace and passed to allow the following bills to be paid:

M. D. Rowe Construction	\$185,259.87
Inter-Design Group	8,093.90

A motion was made by Sharan Pace, seconded by Jerry Kaiser to accept Change Order No. 05.

Kathi reported that Joel Blum stopped by today to see if everything was going well.

MINUTES were not approved because they have not been sent to board members. They will be included with the July minutes in the next mailing.

CLAIMS REGISTER was signed by board members and checks signed by Jerry Kaiser.

## OLD BUSINESS - NONE

## NEW BUSINESS

The brick fund raiser is moving along. Linda asked board members to take brochures to interest people in the project.

Kathi reported she has been asked by Jim Hoover, Kokomo-Howard County Library permission to use our painting "Springtime" by Leota W. Loop for exhibits in the Kokomo and Brown County Libraries. They will insure the painting and handle all shipping costs. Sharan Pace made a motion to allow the Leota Loop painting to be borrowed for exhibit in Kokomo and Brown County. Jerry Kaiser seconded the motion and it passed.

Linda would like to have volunteers work on committees for both a "Farewell to the Carnegie Building" party and a grand opening committee. She said Angela Cassity suggested the farewell party, so she will ask her if she wants to head that committee. She asked Pam, Sharan, Kathi and Jan to work on the grand opening party. The rest of the board will be informed when they will meet so they can take part.

## DIRECTOR'S REPORT

Kathi reported she has received a thank-you note for Denny Robinson's flowers.

The Frankton Library held their Summer Reading Club kick-off today and 100 children attended. Elwood's and Summitville's programs begin this week.

Craig Roofing repaired the Elwood Library roof - reflashed roof penetrations and chimney flue. They feel a lot of water was coming from the vent, and put a metal shield around it. Custodian Ralph Maley has repaired the inside ceiling.

She will be on vacation July 11 and 12 and will attend a Grant Workshop with Internet Training on July 18.

The Genealogy Group is discussing beginning a Historical Society. Their goal will be to preserve the historical value of buildings in Elwood. They felt that the city building was not a worthwhile choice but they would consider Washington School and definitely the library. The mayor and the president of the city council will be informed when the group meets.

A committee from St. John Lutheran church has asked Kathi as a community leader to participate in an advent service and a reception in November.

She asked for board approval to move forward with work in forming a Foundation. A lawyer's assistance will be needed for the Foundation to receive a 501c status, after which she thinks there will be opportunities for grant money that we cannot apply for now.

Linda asked for public comment. There was none. Jerry made a motion to adjourn.

Beverly J. Austin  
Jerry Kaiser  
Linda Agler

Pamela Bohlander  
 Pamela Bohlander, Secretary

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
 MONTHLY CIRCULATION REPORT

	JUN 1995	JUN 1996	AMOUNT OF CHANGE	% OF CHANGE	YTD
<b>ELWOOD</b>					
ADULT	3158	2808	-350	-11%	17386
JUVENILE	2301	1686	-326	-16%	11932
PERIOD.	464	305	-159	-34%	2295
AUDIO	180	117	-63	-35%	720
VIDEO	1986	1531	-455	-23%	9335
TOTAL	7800	6447	-1353	-17%	41668
<b>FRANKTON</b>					
ADULT	1178	1139	-39	-3%	6770
JUVENILE	784	573	-211	-27%	3872
PERIOD.	222	198	-24	-11%	1148
AUDIO	0	0	0	0	0
VIDEO	700	984	+284	+41%	5461
TOTAL	2884	2894	+10	0%	17251
<b>HAZELBAKER</b>					
ADULT	669	627	-42	-6%	4250
JUVENILE	573	394	-179	-31%	2591
PERIOD.	115	113	-2	-1%	807
AUDIO	0	0	0	0	7
VIDEO	446	553	107	+24%	3343
TOTAL	1803	1687	-116	-6%	10998
<b>SYSTEM</b>					
ADULT	5005	4574	-431	-8%	28406
JUVENILE	3369	2653	-716	-21%	16393
PERIOD.	801	616	-185	-23%	4250
AUDIO	180	117	-63	-35%	727
VIDEO	3132	3068	-64	-2%	18138
TOTAL	12487	11028	-1459	-12%	68917

IN HOUSE REFERENCE (ELWOOD ADULT ONLY) 281  
 TELEPHONE REFERENCE (ELWOOD ADULT ONLY) 541  
 PATRON ASSISTANCE (ELWOOD ADULT ONLY) 281  
 DATABASE SEARCHES (ELWOOD ADULT ONLY) 66  
 IN-HOUSE USE 81

DURING THIS MONTH THE LIBRARY SYSTEM PRESENTED 0 PROGRAMS  
 ATTENDED BY 0 PERSONS.

## EXPENDITURES TO BE ALLOWED

----- NORTH MADISON COUNTY PUBLIC LIBRARY -----

124 NORTH 16TH STREET

ELWOOD, IN 46036-1598

30 JUN 96

PAGE 1

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
-PAID AFTER BOARD MEETING-					
PAYROLL	00427	PAYROLL	10214.44	12-JUN-96	CHECKS 003912-003930
PAYROLL	00428	PAYROLL DEDUCTIONS	-5026.04	12-JUN-96	CHECKS 003912-003930
015583	00429	STAR FINANCIAL BANK	2724.75	12-JUN-96	FED. & FICA TAXES - P/R 06-1
015584	00430	MADISON COUNTY SCHOOL	1992.08	12-JUN-96	CREDIT UNION DED. P/R 06-12-
015585	00431	INDIANA DEFERRED COMPE	328.45	12-JUN-96	ANNUITIES P/R 06-12-96
015586	00432	HAROLD ETCHISON	2000.00	12-JUN-96	SERVICES - CLERK-OF-WORKS
PAYROLL	00433	PAYROLL	20.72	14-JUN-96	CHECKS 003931-003931
PAYROLL	00434	PAYROLL DEDUCTIONS	-1.59	14-JUN-96	CHECKS 003931-003931
015587	00435	DIANA L. SHEPARD	42.58	14-JUN-96	PETTY CASH REIMBURSEMENT
XXX	00436	STAR FINANCIAL BANK	4453.00	14-JUN-96	TRANS.FROM LEVY ACCESS TO OP
015588	00437	AMERICAN ELECTRIC POWE	490.55	26-JUN-96	ELEC. - ELWOOD, SUMMITVILLE
015589	00438	AMERITECH	102.53	26-JUN-96	TELE. -SUMMITVILLE
015590	00439	INDIANA-AMERICAN WATER	.50	26-JUN-96	WATER - SUMMITVILLE
015591	00440	MARVIN SAUBERT	200.00	26-JUN-96	LAWN CARE
015592	00441	MR. SUPERENT	59.45	26-JUN-96	RENT-EQUIPMENT/SUMM.RDG.CLUB
015593	00442	LOREN PIKE	25.00	26-JUN-96	SUMM.RDG. CLUB/CLOWN
PAYROLL	00443	PAYROLL	10332.70	26-JUN-96	CHECKS 003933-003951
PAYROLL	00444	PAYROLL DEDUCTIONS	-5013.27	26-JUN-96	CHECKS 003933-003951
015594	00445	STAR FINANCIAL BANK	2759.63	26-JUN-96	FED. & FICA TAX - P/R 6-26-9
015595	00446	INDIANA DEPARTMENT OF	804.61	26-JUN-96	STATE & COUNTY TAX - JUNE 96
015596	00447	CITY OF ELWOOD NON-REV	223.25	26-JUN-96	HEALTH INS. - STEWART/JULY
015597	00448	MADISON COUNTY SCHOOL	1993.99	26-JUN-96	CR. UN. DEDUCTIONS - 6-26-96
015598	00449	INDIANA DEFERRED COMPE	328.45	26-JUN-96	ANNUITY DEDUCTIONS - P/R 6-2
--TOTAL--			29055.78		
-CURRENT EXPENDITURES-					
* 015599	00450	A E BOYCE CO INC	47.53	08-JUL-96	SUPPLIES
* 015600	00451	AMERICAN BUSINESS DIRECTORIE	322.00	08-JUL-96	INDIANA BUSINESS DIRECTORY
* 015601	00452	AMERITECH	124.55	08-JUL-96	TELEPHONE - ELWOOD
* 015602	00453	ARAB TERHITE & PEST CONTROL	21.00	08-JUL-96	PEST CONTROL
* 015605	00456	BURNETTE - DELLINGER INC.	324.00	08-JUL-96	BONDS, INCREASE
* 015606	00457	CAROLYN LAMBERTSON	18.26	08-JUL-96	PETTY CASH REIMBURSEMENT
* 015623	00474	INDIANAPOLIS ZOO/WILDLIFE DE	125.00	08-JUL-96	PROGRAM - SUMMITVILLE
* 015624	00454	AUDIO VISUAL COMMUNICATIONS	77.57	08-JUL-96	COMPUTER SUPPLIES
* 015624	00475	INDIANAPOLIS ZOO/WILDLIFE DE	125.00	08-JUL-96	WILDLIFE PROGRAM/SRC
* 015625	00455	BAKER & TAYLOR BOOKS	2354.34	08-JUL-96	BOOKS - ELWOOD, FRANK.,SUMM.
* 015625	00476	INFORMATION/REF.GROUP-DISTRI	252.18	08-JUL-96	REF. BOOKS - ELWOOD
* 015626	00477	INGRAM DISTRIBUTION GROUP IN	44.39	08-JUL-96	VIDEOS - ELWOOD, BOOKS,FRANK
* 015626	00459	CITY WATER & SEWAGE DEPT.	22.26	08-JUL-96	WATER - ELWOOD
* 015627	00458	CINDA HORINE	9.25	08-JUL-96	MILEAGE
* 015627	00478	JANE A. BECKLEY	2000.00	08-JUL-96	LEASE PURCHASE -FRANKTON
* 015628	00460	CLASSIC PILLSBURY COOKBOOKS	22.95	08-JUL-96	PILLSBURY COOKBOOKS SUBSCRIP
* 015628	00479	JANET BLANKENSHIP	3.75	08-JUL-96	MILEAGE
* 015629	00480	KNART	110.70	08-JUL-96	VIDEOS - ELWOOD
* 015629	00461	CRAIG ROOFING COMPANY	650.00	08-JUL-96	ROOF REPAIR - ELWOOD
* 015630	00481	LIBRARY CORPORATION, THE	268.00	08-JUL-96	AUTOMATION SUPPLIES

## EXPENDITURES TO BE ALLOWED

----- NORTH MADISON COUNTY PUBLIC LIBRARY -----

124 NORTH 16TH STREET

ELWOOD, IN 46036-1598

30 JUN 96

PAGE 2

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
* 015630	00462	DEMCO	107.07	08-JUL-96	SUPPLIES
* 015631	00463	FOREST HOUSE PUBLISHING CO I	82.78	08-JUL-96	BOOKS - SUMMITVILLE
* 015632	00464	FOX TV & APPLIANCE, INC.	38.50	08-JUL-96	SERVICE ON VCR
* 015633	00465	FRONTIER PRESS COMPANY	399.00	08-JUL-96	BOOKS - SUMMITVILLE
* 015634	00466	GAYLORD BROS.	154.96	08-JUL-96	SUPPLIES
* 015635	00467	GLENNA STEWART	7.50	08-JUL-96	MILEAGE
* 015636	00468	GROLIER PUBLISHING CO.	434.50	08-JUL-96	BOOKS - ELWOOD CHILDREN'S
* 015637	00469	GTE NORTH INDIANA OPERATIONS	130.54	08-JUL-96	TELE. - FRANKTON
* 015638	00471	HORTON'S & SONS OF ELWOOD	24.44	08-JUL-96	SUPPLIES
* 015639	00472	INDIANA GAS COMPANY	18.39	08-JUL-96	GAS - FRANKTON
* 015640	00473	INDIANAPOLIS MUSEUM OF ART	212.50	08-JUL-96	ON-SITE SURVEY OF PAINTINGS-
* 015641	00470	HAROLD ETCHISON	2000.00	08-JUL-96	SERVICES - CLERK-OF-THE-WORK
* 015642	00493	S & S ARTS AND CRAFTS	76.38	08-JUL-96	CRAFT SUPPLIES - CHILDREN'S
* 015642	00482	MARCUS LEHMANN	200.00	08-JUL-96	MAGIC PROGRAM
* 015643	00483	HICHIE	292.52	08-JUL-96	BOOKS - ELWOOD
* 015643	00494	SUMMITVILLE CITY SEWAGE SYST	15.60	08-JUL-96	SEWAGE - SUMMITVILLE
* 015644	00495	TOWN OF FRANKTON	37.58	08-JUL-96	ELEC. & WATER - FRANKTON
* 015644	00484	HIDHEST EXCHANGE	245.35	08-JUL-96	TAPES, ELWOOD, FRANKTON
* 015645	00496	UNITOG RENTAL SERVICES	50.20	08-JUL-96	CLEANING SUPPLIES
* 015645	00485	NATIONAL CITY BANK, INDIANA	121000.00	08-JUL-96	LEASE PAYMENT FOR 6-96
* 015646	00486	OXMOOR HOUSE	28.91	08-JUL-96	BOOK - FRANKTON
* 015646	00497	UPSTART	49.73	08-JUL-96	SUPPLIES
* 015648	00487	PITNEY BOWES	65.25	08-JUL-96	POSTAGE METER RENTAL
* 015649	00489	RALPH MALEY	11.75	08-JUL-96	MILEAGE
* 015650	00490	RAMSAY BUSINESS PRODUCTS	160.73	08-JUL-96	OFFICE SUPPLIES, SERVICE
* 015651	00492	ROYAL FLUSH, INC.	99.65	08-JUL-96	PLUMBING/FRANKTON
* 015652	00491	REVCO D.S., INC.	64.22	08-JUL-96	SUPPLIES
* 015653	00488	POSTHASTER	352.00	08-JUL-96	POSTAGE METER
--TOTAL--			133282.78		
PRIOR MONTH TOTALS			29055.78		
CURRENT MONTH TOTALS			133282.78		
GRAND TOTALS			162338.56		

ALLOWANCE OF CLAIMS

WE HAVE EXAMINED THE CLAIMS LISTED ON THE FOREGOING REGISTER OF CLAIMS, CONSISTING OF 2 PAGES, AND EXCEPT FOR CLAIMS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH CLAIMS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF 162338.56. DATED 08-JUL-96.

Jerry Karcier \_\_\_\_\_

L. Lujim \_\_\_\_\_

Sharon Pace \_\_\_\_\_

Amica & Ballard \_\_\_\_\_

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
August 12, 1996  
6:30pm

SPECIAL MEETING FOR BUSINESS  
August 12, 1996  
6:30pm

CALL TO ORDER

CALL FOR QUORUM

OLD BUSINESS

NEW BUSINESS

1. Bill presentation

PUBLIC COMMENT

ADJOURN

CALL TO ORDER

President Linda Sizelove called a special meeting for business to order at 6:30pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Other board members present were: Beverly Austin, Pam Bohlander, Jerry Kaiser, Barbara Abernathy and Brenda Carey. Director Kathi Wittkamper, Ad.Ass't. Jan Helpling and two residents were present.

BUSINESS

President Sizelove said the meeting was called to discuss and pay a bill for painting the Frankton Library exterior.

Beverly Austin made a motion to pay \$300.00 to David Heath for painting the side of the Frankton building. Pam Bohlander seconded the motion. Linda opened the floor for discussion. Discussion was held and motion passed.

\_\_\_\_\_  
Pam Bohlander, Secretary

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# MANAGING LOCAL GOVERNMENT SEMINAR: 1996

INDIANA SMALL & RURAL  
SCHOOLS ASSOCIATION  
*A Unified Voice For Rural Education*



BARNES & THORNBURG  
*A Full Service Law Firm*

August 7, 1996

Dear Friends and Members of the Indiana Small & Rural Schools Association:

Over the past year both federal and state laws which have a major impact on local governmental units have continued to develop and evolve. In 1995, the Indiana General Assembly made sweeping changes to both the prevailing wage law and the petition-remonstrance laws that apply to the construction and financing of municipal projects. In the first six months of 1996, we have seen the Indiana Supreme Court lift the injunction on state officials from complying with the new prevailing wage law and modification by the Indiana General Assembly of certain procedures of the petition-remonstrance process.

With all the developments in both state and federal laws over the past year, the Indiana Small & Rural Schools Association and Barnes & Thornburg jointly invite you and members of your local governmental unit to attend the "Managing Local Government Seminar: 1996," at no cost to any attendee. This seminar will provide in-depth discussions on the developments in the petition-remonstrance process, the prevailing wage law, state investment laws and 403(b) retirement plans, the opportunity to discuss the effects of some of these laws, like the prevailing wage law and the petition-remonstrance law with officials who have been involved in these processes, and an in-depth discussion on the roles of various professionals involved in the financing of most municipal projects. Most importantly, this seminar provides all attendees with an opportunity to ask panel members questions on these issues in a warm and friendly atmosphere. In addition, the Supreme Court Indiana Commission for Continuing Legal Education has granted up to 5 hours of CLE credit for attendance at this seminar by attorneys.

The enclosed program provides you with all details and topics for this seminar. Please complete, tear off and return the attached self-addressed registration form. If you have further questions regarding this seminar, please call Jeff Qualkinbush at (317) 231-7753.

Very truly yours,

J. Scott Turney

Jeffery J. Qualkinbush

## INDIANA SMALL & RURAL SCHOOLS ASSOCIATION

*A Unified Voice for Rural Education*

The goal of the Indiana Small and Rural Schools Association is to improve learning opportunities and educational equity for students in small-town and rural schools in Indiana. In order to accomplish this goal, the association holds the following objectives:

- 1) To help member schools and districts identify and meet their educational goals.
- 2) To improve communication among small-town and rural schools, the Indiana Department of Education, institutions of higher education, educational service centers, the public, and other agencies.
- 3) To coordinate programs and activities and to provide for the sharing of services, resources, and information among the members of the association.
- 4) To provide a unified voice to all citizenry, local boards of education, elected public officials, and legislative bodies that have impact on Indiana's small-town and rural schools.
- 5) To encourage development of stronger pre-service and in-service training of teachers and administration in small-town and rural schools.

## BARNES & THORNBURG

*A Full Service Law Firm*

Barnes & Thornburg is one of the largest full-service law firms in Indiana, with over 200 attorneys in Indianapolis, Fort Wayne, South Bend, and Elkhart, Indiana, Chicago, Illinois, and Washington, D.C. Attorneys in the Governmental Services and Finance Department provide legal services to all types of local governments throughout Indiana, including counties, cities, towns, townships, special taxing districts, school corporations, libraries, hospitals, higher education institutions, public building corporations, bond banks and state authorities, involving:

- municipal finance
- land use, zoning, and annexation
- environmental matters
- utilities
- legislative matters
- labor and employment law
- economic development

Barnes & Thornburg offers to manage, on behalf of its clients, all aspects of each legal matter, from the initial planning stages to the conclusion, and endeavors to solve, to the benefit of its clients, the many issues that arise.

## MANAGING LOCAL GOVERNMENT SEMINAR: 1996



**Indianapolis Convention Center**  
100 South Capitol Avenue  
Sagamore Ballrooms 1-2  
Indianapolis, Indiana 46225  
Wednesday, September 11, 1996  
8:45 a.m. - 3:45 p.m.

A Seminar Presented by:  
**INDIANA SMALL & RURAL  
SCHOOLS ASSOCIATION**  
and  
**BARNES & THORNBURG**

5 hours of CLE Credit

**No Charge For Admission  
Lunch Included**

**Barnes & Thornburg**  
1313 Merchants Bank Building  
11 South Meridian Street  
Indianapolis, Indiana 46204

ATTN: Dottie Kimble

The Managing Local Government Seminar: 1996 will assist local government officials in understanding recent developments in both state and federal laws which affect the operation of most municipal governments. Specifically, the Managing Local Government Seminar: 1996 will

- Include in-depth panel discussions on the petition-remonstrance process and the prevailing wage law one year after these laws became effective, as well as discussions by officials who have had first-hand experience with these laws in their local communities
- Provide a general overview of the roles various professionals serve in the financing of most municipal projects
- Provide a general overview of the state investment laws and the federal laws governing 403(b) retirement plans as they apply to municipalities
- More importantly, offer a warm and open atmosphere for attendees to ask questions such as --

"Why do we need so many professionals to finance the construction of this new building?"

"Where do we get data to determine the common wage within the County?"

"Do I have a compliance problem with my 403(b) plan?"

#### PANELISTS & SPEAKERS

Dollyne Pettingill, Former Media Relations Director of the City of Indianapolis

Douglas D. Rose, Superintendent of Linton-Stockton School Corporation

Jeffery J. Qualkinbush, Barnes & Thornburg

Clay Whitmire, Department of Capital Asset Management, City of Indianapolis

Richard G. Tulley, Berry Capper Donaldson & Tulley

Bruce D. Donaldson, Barnes & Thornburg

James L. Wieser, Wieser & Sterba

Gregory T. Guerretaz, Municipal Consultants

Pearson L. Miller, Educational Services Company

David Shaw, EVEREN Securities, Inc.

Timothy H. Turner, McDonald & Company Securities, Inc.

Todd S. Krzyskowski, First Chicago Capital Markets, Inc.

Jeffrey A. Messer, Fifth Third Bank of Central Indiana

Mark C. Krcmaric, Barnes & Thornburg

Neal W. Steinbart, Barnes & Thornburg

Cristopher R. Johnston, Municipal Consultants

Ernest Newark, Barnes & Thornburg

Brian L. Burdick, Barnes & Thornburg

## MANAGING LOCAL GOVERNMENT SEMINAR:

1996

### Order of Events



8:45 - 9:10 a.m. --

Registration & Continental Breakfast

9:10 - 9:15 a.m. --

Introduction & Welcome

9:15 - 10:15 a.m. --

The Petition-Reonstrance Process

*Discussion of the changes to the petition-remonstrance process made during the 1996 General Assembly as well as thoughts of people who have been involved in a successful petition-remonstrance race in either a small rural community or a large urban city.*

10:15 - 10:30 a.m. --

Refreshment Break

10:30 - 11:30 p.m. --

The New Prevailing Wage Law - One Year Later

*Discussion of the recent developments surrounding the prevailing wage law amendments and the decision by the Indiana Supreme Court as well as a discussion by those who have had experiences implementing the new law.*

11:30 - 12:30 p.m. --

Lunch

12:30 - 2:30 p.m. --

The Role of Various Professionals in a Typical Financing

*Discussion of the roles various professionals serve in a typical financing, including discussions about the bond counsel, local counsel, financial advisor, underwriters, underwriters' counsel and trustee.*

2:30 - 2:45 p.m. --

Refreshment Break

2:45 - 3:45 p.m. --

Municipal Matters of General Interest

*Discussion of the state investment laws and 403(b) retirement plans.*

## MANAGING LOCAL GOVERNMENT SEMINAR: 1996

A Seminar Presented by:

INDIANA SMALL & RURAL  
SCHOOLS ASSOCIATION

and

BARNES & THORNBURG

Indianapolis Convention Center

100 South Capitol Avenue

Sagamore Ballrooms 1-2

Indianapolis, Indiana 46225

Wednesday, September 11, 1996

8:45 a.m. - 3:45 p.m.

5 hours of CLE Credit

No Charge For Admission

Lunch Included

Please tear and return or fax this registration form  
by Friday, September 6, 1996 to:

Dottie Kimble

Barnes & Thornburg

11 South Meridian Street

Indianapolis, Indiana 46204

Fax: (317) 231-7433

For More Information call

Jeff Qualkinbush at (317) 231-7753.

Name of Governmental Unit or Association

Address

Phone & Fax

Names & Titles of Attendees

Attorney Number (if applicable)



# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

## FAX TRANSMITTAL PAGE

DATE: August 8, 1996

TO: Judy Turpin  
Anderson Herald-Bulletin

FROM: Kathi Wittkamper  
Elwood Public Library

FAX: \_\_\_\_\_

FAX: \_\_\_\_\_

TOTAL NUMBER OF PAGES (including this cover page). one

RE: FOR IMMEDIATE RELEASE:

A public meeting of the North Madison County Public Library System  
Board of Trustees will be held at 6:30 p.m. on Monday, August 12,  
in the meeting room of the Elwood Public Library.

## TRANSMISSION REPORT

1-317-552-0955

TTI NO.	5520827
DATE AND TIME	08. 08. 96 02:42 PM
DURATION	00:46
MODE	
PAGE	01
RESULT	GOOD

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

## FAX TRANSMITTAL PAGE

DATE: August 8, 1996

TO: Sandy Burton  
Elwood Call-Leader

FROM: Kathi Wittkamper  
Elwood Public Library

FAX: \_\_\_\_\_

FAX: \_\_\_\_\_

TOTAL NUMBER OF PAGES (including this cover page). one

RE: FOR IMMEDIATE RELEASE:

A public meeting of the North Madison County Public Library System  
Board of Trustees will be held at 6:30 p.m. on Monday, August 12,  
in the meeting room of the Elwood Public Library.

## TRANSMISSION REPORT

1-317-552-0955

TTI NO.	3175523358
DATE AND TIME	08. 08. 96 02:40 PM
DURATION	00:47
MODE	
PAGE	01
RESULT	GOOD

*Need minutes of funds on gift/memorial funds.*

Linda Sizelove asked Kathi about the plaque for Summitville - Kathi said it was being looked at.

DIRECTOR'S REPORT

Kathi reported that we have acquired the equipment to begin the automation project. Training took place last Thursday and Glenna, Diana and Amber have begun retro-conversion of materials records.

There will be a public forum regarding unserved areas in the state. Kathi believes this is an important issue for us since there are two townships bordering our district that are unserved. It will be a question of whether we will have the opportunity to choose or whether we will be mandated. She invited board members to go with her - to read the literature and let her know.

There is also an ILF Legislative Forum to be held September 19. One day will be intellectual freedom and the second day legislative forum. Included in the folder is a survey and she asked members to get back to her so she can compile answers and send back.

*8/28/95 No executive session.*

Four staff members will attend the CYPD Conference. Beverly Austin made a motion for the staff members to attend. Sharan seconded and it passed.

Technology and Future Libraries - Glenna Stewart and Shawn Heaton will attend. Beverly Austin made a motion to allow, Sharan Pace seconded and it passed. (Cost is \$30.00 each)

Linda asked that a memo be sent to each board member so that they may vote whether to sell the painting by J.Otis Adams that is valued at \$60,000.00. This vote should be sent to Linda and if there is any question, it should be directed to Linda Sizelove and Beverly Austin by Sept. 5.

PUBLIC COMMENT

Don Hill said he wanted to say that he felt it was very important to have a Clerk-of-the-Works and to have him "on the team" as soon as possible. Linda said she felt he should come to a board meeting so the board members could meet him.

JEPPI KAISER MADE THE MOTION TO ADJOURN. PAM BOHLANDER SECONDED AND IT PASSED - 8:20PM.

*Linda Sizelove*  
\_\_\_\_\_  
*Sharan Pace*  
\_\_\_\_\_

*Pam Bohlander*  
\_\_\_\_\_  
Pam Bohlander, Secretary  
\_\_\_\_\_  
\_\_\_\_\_

Linda Sizelove said that after visiting the Children's Department recently staff members told her they needed a page and from her observations she agreed that they do. Board members agreed that a page's salary has already been budgeted, therefore, Robin Hartley made a motion to replace the page in Children's. Brenda Carey seconded and the motion passed.

DIRECTOR'S REPORT

Director Steve Martin reported the library financially sound. He said that budget meetings need to be scheduled to approve the budget for the coming year. Meeting is scheduled for August 10, 1993 after the regular meeting which is scheduled for 6:30 p.m.

After a short discussion regarding the memorial fund, a motion was made by Robin Hartley to freeze the money in the memorial fund until the new library is built. Jacque Atwood seconded the motion and it passed.

MEETING WAS ADJOURNED AT 8:00 p.m.

\_\_\_\_\_  
Robin Hartley, Secretary

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001

FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
August 19, 1996  
6:00pm

CALL TO ORDER

CALL FOR QUORUM

APPROVAL OF MINUTES

CLAIMS REGISTER AND CHECKS

BUILDING REPORT

1. Elwood-
  - a. Bill presented - M.D. Rowe, InterDesign
  - b. Clerk-of-the-Works Report
2. Frankton
3. Summitville

OLD BUSINESS

1. Brick Project Report

NEW BUSINESS

1. Move to new building
2. Activities - Opening the Library

DIRECTOR'S REPORT

PUBLIC COMMENT

Executive Meeting Following the Regular Meeting

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

- A. Purchase or Lease of Real Property  
(IC 5-14-1.5-6-(B) (2) (d))
  1. Elwood
  2. Frankton
  3. Summitville

- B. To Discuss Personnel Matters  
(IC 5-14-1.5-6-(b) (6))

Budget Hearing Following Executive Meeting

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

- A. Hearing for 1997 Budget

ADJOURN

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library

*SANDY BURTON — Replace agenda sent earlier*

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001

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August 19, 1996  
6:00pm

CALL TO ORDER

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ADJOURN

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library

*Jim - Please replace earlier agenda*

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
August 19, 1996  
6:00pm

CALL TO ORDER

CALL FOR QUORUM

APPROVAL OF MINUTES

CLAIMS REGISTER AND CHECKS

BUILDING REPORT

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  - a. Bill presented - M.D. Rowe, InterDesign
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- A. Purchase or Lease of Real Property  
(IC 5-14-1.5-6-(B) (2) (d))
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(IC 5-14-1.5-6-(b) (6))

Budget Hearing Following Executive Meeting

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

- A. Hearing for 1997 Budget

ADJOURN

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

EXECUTIVE MEETING  
BOARD OF TRUSTEES  
7:30PM  
AUGUST 19, 1996

CALL TO ORDER

President Linda Sizelove called an executive meeting to order at 7:30pm in the meeting room of the Elwood Library.

CALL FOR QUORUM

Other board members present were: Beverly Austin, Jerry Kaiser, Brenda Carey, Pam Bohlander and Barbara Abernathy.

BUSINESS

Board members discussed the painting of the Frankton building and the misunderstanding resulting. They think Gift Fund rules should be discussed further.

A situation was discussed in regard to reference questions being answered for branch staff by Elwood staff. It was suggested that specific training opportunities be made available for employees responsible for reference work.

BUDGET HEARING  
August 19, 1996  
8:00pm

President Linda Sizelove presented the 1997 Budget for approval by the public.

There was no public comment.

BUDGET HEARING WAS ADJOURNED.

*Pam Bohlander*  
Pam Bohlander, Secretary

*Barb Abernathy*  
*Linda Sizelove*  
*Jerry Kaiser*

*Beverly Austin*

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001

FAX (317) 552-0955

## LIBRARY BOARD OF TRUSTEES

August 26, 1996

6:30 pm.

### CALL TO ORDER

Vice-President Beverly Austin called a meeting to order at 6:30pm August 26, 1996 in the Elwood library meeting room.

### CALL FOR QUORUM

Other members present were Jerry Kaiser, Pam Bohlander and Barbara Abernathy.

### BUSINESS

Budget Jerry Kaiser made a motion to adopt the 1997 Operating and Debt Service Budgets. Barbara Abernathy seconded and it passed.

Communication Vendor Director Wittkamper has been working on picking a vendor for communications and would prefer to select a vendor who would do the total package from cable to telephones. She has received six bids however, when the low and high is not considered she will have four to consider. She will work out a form for information from the vendors so that the board can compare easier. Kathi wants to include a new telephone system because the wiring on the present system does not allow usage of computers, modems, etc. without double wiring. Jerry suggested she watch for a power outage plan. Kathi is concerned about enough money in the contingency funds of the project to fund what we need and mentioned there is money held in the bond as a result of our early lease payment.

Frankton Barbara Abernathy asked board members if we could have the pole painted that holds the sign for the Frankton library. Kathi is to get information for the next meeting - who can do the job, how much, etc.

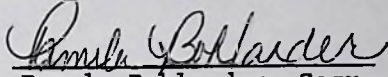
Elwood Project Harold Etchison, Clerk-of-the-Works said he was concerned about lighting around the outside of the building. He thinks there are dark spots that need lighted and timer changed to switch off only part of the lights instead of everything. He also thinks the flag pole lights are unnecessary if the flag is raised and lowered each day by the custodian. Jerry Kaiser made a motion that Harold is to use his own best judgement to take care of the lighting problem, talk to Al Cox at InterDesign about Change Order, etc. Pam Bohlander seconded the motion and it passed.


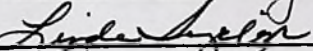
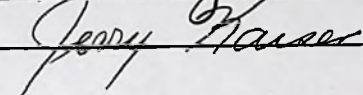
Kathi suggested that the antique green shelving holding non-fiction in the library at present and to be used in the Indiana Room in the new building, be painted electrostatically. Board members said they will each look at the shelving and will decide if it needs done. Pam Bohlander suggested Kathi get a price for painting them and then we will know what we will need.

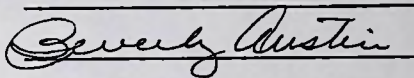
Barbara Abernathy asked if we could get the wing-back chair in the meeting room covered for the new addition in the Summitville building.

Don Hill, Leasing Corp. suggested to the board that we have our insurance company send their inspection engineer to look at the new building before all the ceilings are in, so that they can make a report for future insurance premium charges.

Meeting was adjourned with a motion from Jerry Kaiser, seconded by Pam Bohlander.

  
Pamela Bohlander, Secr.



# North Madison County Public Library System

100 North 100 Street

Elwood, Indiana 46020 (1998)

(317) 662-0001

FAX (317) 662-0006

## BOARD OF TRUSTEES REGULAR MEETING FOR BUSINESS August 19, 1996 8:00pm

### CALL TO ORDER

President Linda Sizelove called a regular meeting for business to order at 8:00pm in the Elwood Library meeting room.

### CALL FOR QUORUM

Other board members present were: Beverly Austin, Barbara Abernathy, Brenda Carey, Pam Schlander, Jerry Kaiser. Sharan Pace was absent.

### MINUTES

Minutes from June 10, 1996 and July 8, 1996 were approved with a motion from Brenda Carey, seconded by Barbara Abernathy and passed.

### CLAIMS REGISTER

Claims register was signed and checks signed by Treasurer Jerry Kaiser.

### BUILDING REPORT

Elwood - Harold Etchison, Clerk-of-the-Works, reported that windows will be installed next week. He expressed concern about care of heating & cooling system. He told board members that Mayor Werline was concerned about the two street lights being on the parking lot. Board members agreed that the lights inside the parking lot will be sufficient light and the street lights could be taken out. Barbara Abernathy made a motion to remove the city-owned lights. Jerry Kaiser seconded.

Bills from InterDesign for \$3,167.90, 4,926.00, 2,227.90 and 3,000.00 and a bill from M.D. Rowe for \$135,574.83 were approved with a motion from Barbara Abernathy, seconded by Pam Bohlander and passed.

Frankton -After a discussion regarding painting the side of the Frankton Library building and paying for it out of the Gift Fund, board members asked that any maintenance of the building come out of the Operating Fund. They agree that there should be a policy for the Gift Fund and asked that other libraries be called to see what their policy was.

Summitville - Brenda Carey announced that Ralph Hazelbaker will give the Summitville branch \$200,000.00 for an addition to the building in Summitville with the stipulation that we provide the furnishings and maintain the building. Brenda would like to see the landscaping done by Summitville citizens. She said the addition

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library

will add 3500 sq. ft. to the building. Brenda Carey made a motion that we accept Mr. Hazelbaker's generous gift of \$200,000.00 and allow him to move forward with his plans. She would like our attorney to draft a letter to accept the gift and to tell him we will maintain the building. Beverly Austin seconded and motion passed unanimously.

The building will be brick with areas of vinyl siding, the middle will be a cathedral ceiling and it will include new heating. Mr. Hazelbaker wants our input now and throughout the project. We should anticipate beginning building within four weeks.

Brick Project Report - Linda Sizelove asked board members to continue to encourage people to take part in the brick project.

### NEW BUSINESS

Director Wittkamper explained that she has received bids from movers from \$6,500. to \$12,000. Library Movers of America sent us the low bid and have explained that they will build ramps the first day and move the 2nd and 3rd. Barbara Abernathy said she feels we should not try to move the library ourselves, that we should get a professional mover. Jerry Kaiser made a motion we hire Library Movers of America to move, Brenda Carey seconded and it passed.

Opening & Closing Receptions - President Sizelove and board members discussed various activities that could be done with the ceremonies - visiting local poets, writers, invitation only, historical society involved, etc. She intends to speak to Angela Cassidy to chair the closing of the Carnegie party.

Director's Report - Director Wittkamper asked permission to purchase a computer to support operation of the Wilson CD Rom Periodical Disk that patrons will use. Barbara Abernathy made a motion to allow Kathi to purchase a computer to operate Reader's Guide to Periodicals. Pam Bohlander seconded and it passed.

Kathi informed the board that John Drumm (former Elwood Director now at Muncie) called her to ask if she would co-chair next year's District Meeting and hold at the Elwood Library. She also asked the board if she could close the library for this year's District 8 Meeting so that all employees could attend. After short discussion motion was made by Brenda Carey that if enough people want to go to the District 8 meeting, they have permission or if there are enough people who would not be interested, keep a skeleton crew in the library and keep it open. If the library is closed, let the public know well in advance. Barbara Abernathy seconded the motion and it passed.

MEETING WAS ADJOURNED AT 7:20PM BY A MOTION BY PAM BOHLANDER, JERRY KAISER 2ND AND IT PASSED.

Barb Abernathy  
Linda Taylor  
Jerry Kaiser

Pam Bohlander  
Pam Bohlander, Secretary  
Beverly Austin  
\_\_\_\_\_  
\_\_\_\_\_



# APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702 (Instructions on reverse side) PAGE ONE OF 10 PAGES

TO OWNER: **North Madison County Public Library System** PROJECT: **Elwood Public Library**  
 124 North 10th Street  
 Elwood, Indiana 46126  
 1600 Main Street  
 Elwood, Indiana 46036

APPLICATION NO. 1146-6 Distribution to:  
 PERIOD TO: 01-20-96  OWNER  
 PROJECT NO.: 113155557  ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: **M. D. Rowe Construction, Inc.** VIA ARCHITECT: **The Intendesign Group**  
 5739 Castle Park Drive  
 Indianapolis, Indiana 46256  
 141 East Ohio Street  
 Indianapolis, Indiana 46204

CONTRACT DATE: 14 Nov 95

CONTRACT FOR:

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 2,118,000.00
2. Net change by Change Orders ..... \$ 15,995.00
3. CONTRACT SUM TO DATE (Line 1 + 2) ..... \$ 2,133,995.00
4. TOTAL COMPLETED & STORED TO DATE ..... \$ ~~879,853.10~~ 879,809.19  
 (Column G on G703)
5. RETAINAGE:
  - a. 10 % of Completed Work AC  
 (Columns D + E on G703) ~~\$ 86,435.31~~ \$ 86,430.91
  - b. 10 % of Stored Material AC  
 (Column F on G703) \$ 1,550.00
 Total Retainage (Line 5a + 5b or  
 Total in Column I of G703) ..... \$ ~~87,985.32~~ 87,980.91
6. TOTAL EARNED LESS RETAINAGE ..... \$ ~~791,867.79~~ 791,828.19  
 (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT  
 (Line 6 from prior Certificate) ..... \$ 656,253.36 AC
8. CURRENT PAYMENT DUE ..... \$ ~~435,614.43~~ 135,574.83
9. BALANCE TO FINISH, INCLUDING RETAINAGE  
 (Line 3 less Line 6) ..... \$ ~~1,252,180.21~~ 1,254,185.90

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	27,139.00	11,144.00
Total approved this Month		
TOTALS	27,139.00	11,144.00
NET CHANGES by Change Order	15,995.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: M. D. Rowe Construction

For: David Levin Project Mgr.  
 By: \_\_\_\_\_

Date: July 25, 1996

State of: Indiana  
 County of: Marion

Subscribed and sworn to before  
 me this 30 day of July, 1996

Notary Public: Angela R. Thomas  
 My Commission expires: August 20, 1999

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 135,574.83

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: The Intendesign Group, Inc.

By: [Signature] Date: AUG 1 1996

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702 (Instructions on reverse side) PAGE ONE OF 10 PAGES

TO OWNER: North Madison County Public Library System PROJECT: Elwood Public Library  
 124 North 16th Street 1600 Main Street  
 Elwood, Indiana 46036 Elwood, Indiana 46036

APPLICATION NO.: #140-6  
 PERIOD TO: 07-20-96  
 PROJECT NOS.: JIG#950017

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: M. D. Rowe Construction, Inc. VIA ARCHITECT: The Interdesign Group  
 8739 Castle Park Drive 141 East Ohio Street  
 Indianapolis, Indiana 46256 Indianapolis, Indiana 46204

CONTRACT DATE: 14 Nov 95

CONTRACT FOR:

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  - a. 10 % of Completed Work 86,435.31 *AC*  
 (Columns D + E on G703)
  - b. 10 % of Stored Material 1,550.00
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CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	27,139.00	11,144.00
Total approved this Month		
TOTALS	27,139.00	11,144.00
NET CHANGES by Change Order	15,995.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: M.D. Rowe Construction

For: David Levin Project Mgr.  
 By: \_\_\_\_\_

Date: July 25, 1996

State of: Indiana  
 County of: Marion

Subscribed and sworn to before  
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Notary Public: Angela R. Thomas  
 My Commission expires: August 20, 1999

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AMOUNT CERTIFIED ..... \$ 135,574.83

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: The Interdesign Group, Inc.

By: \_\_\_\_\_

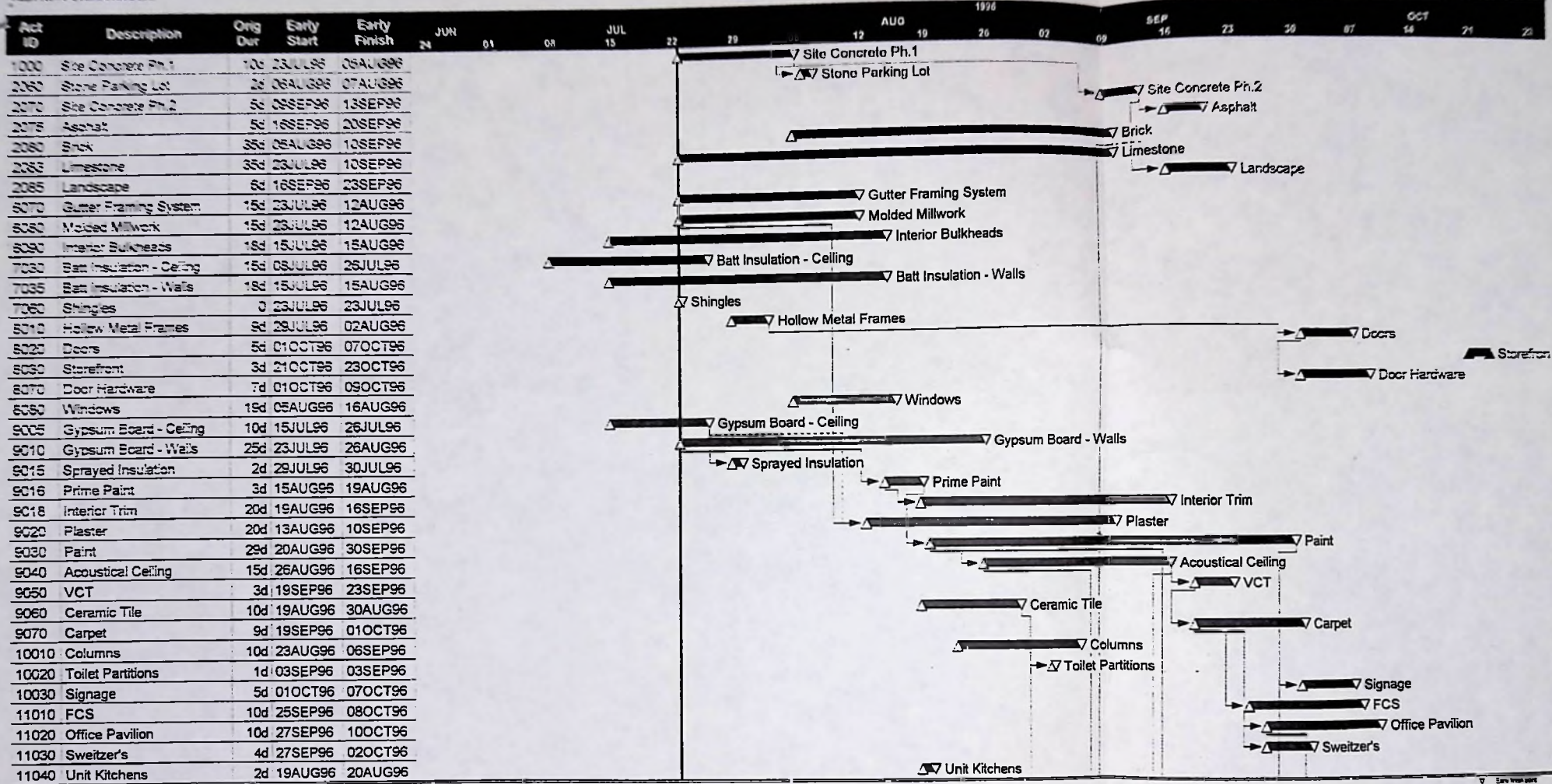
Date: AUG 1 1996

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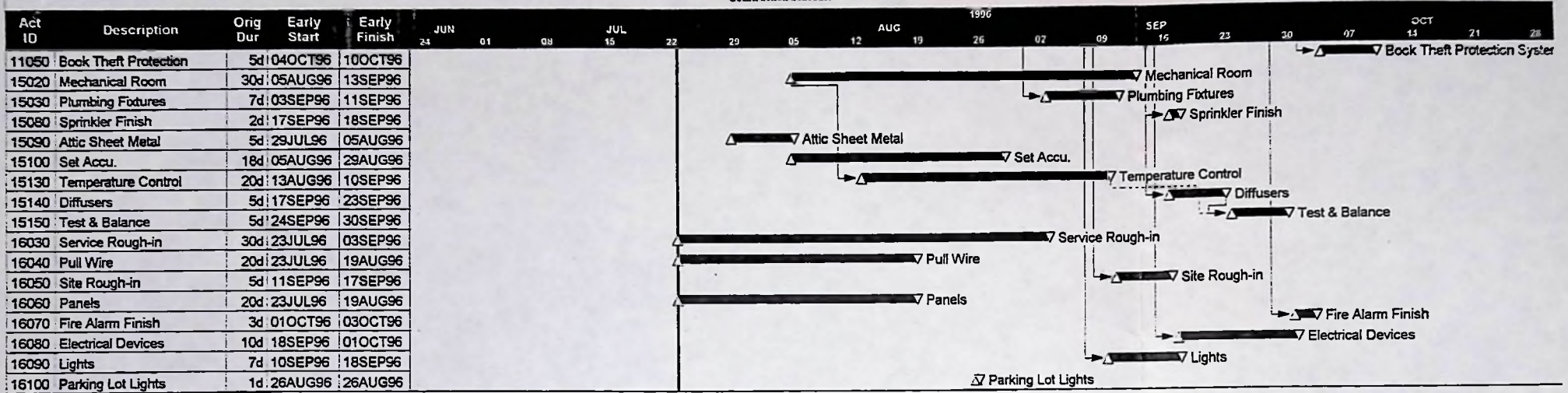
Elwood Public Library  
Construction Schedule

July 11, 1996

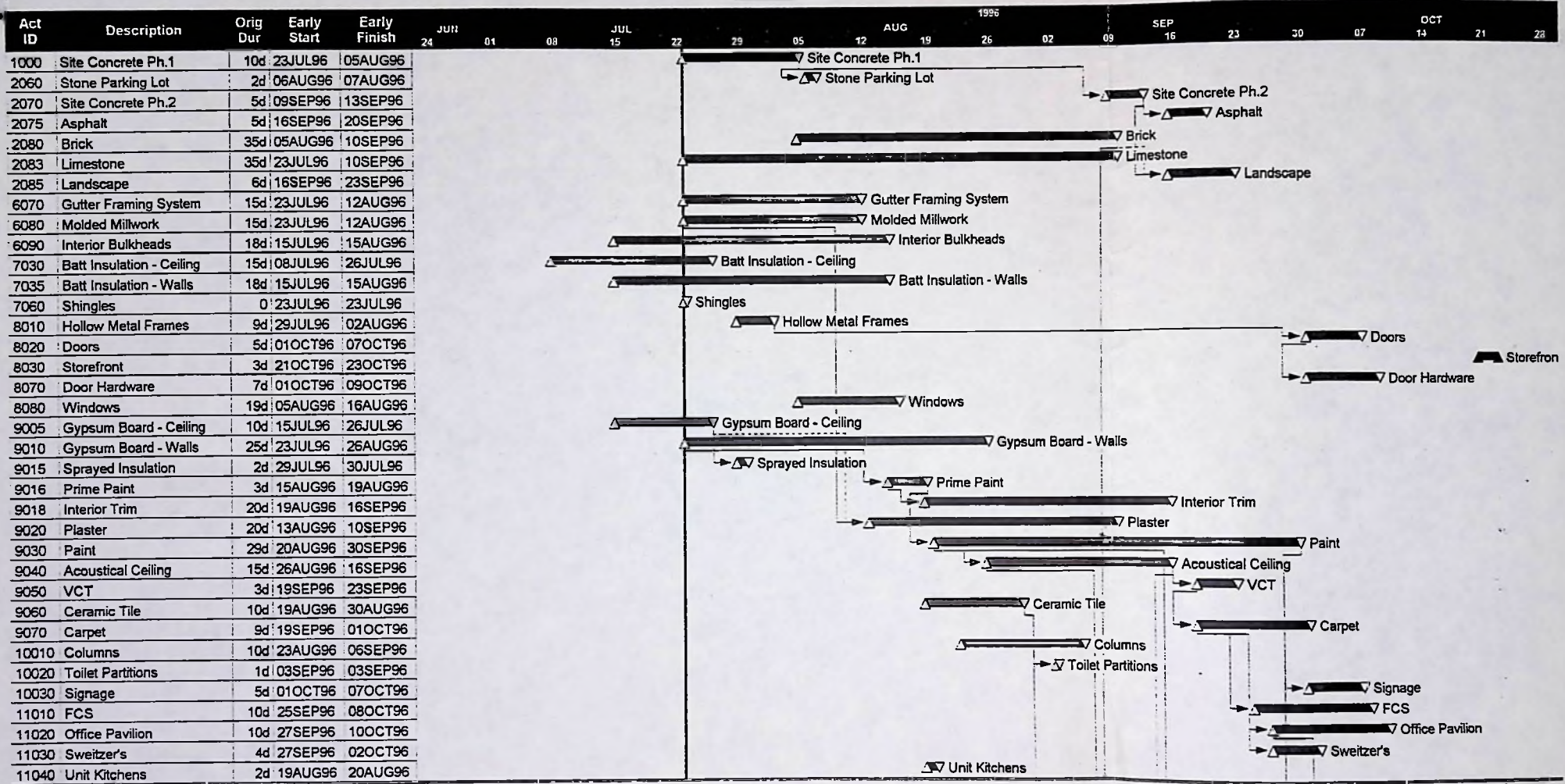
M.R. Row Construction Inc.



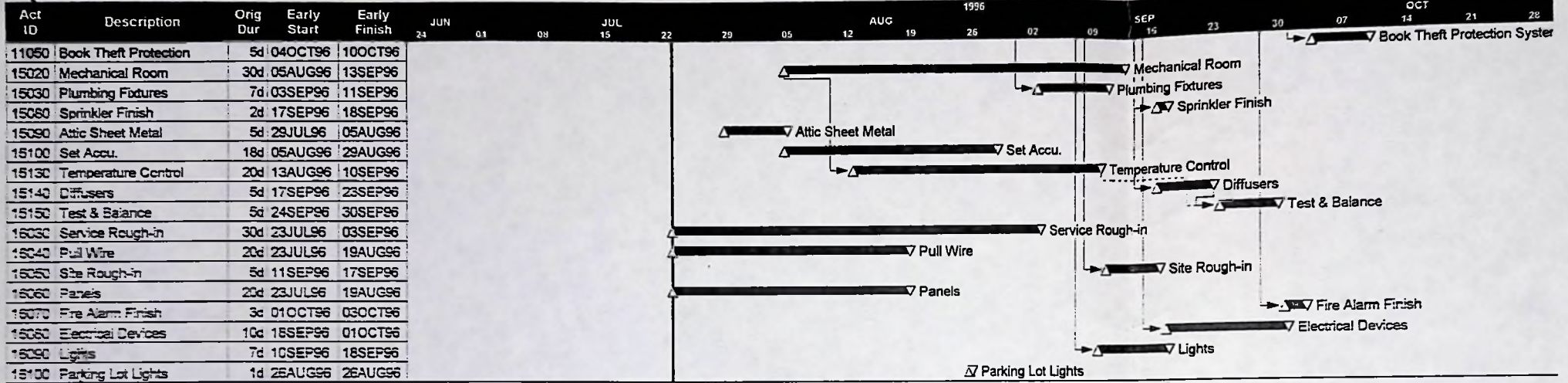
- ▽ Early finish date
- △ Early start date
- Progress bar
- ▨ Planned bar
- ▩ Submittal bar
- ▬ Submittal bar
- ▲ Approved date
- Critical date
- Early release date
- Early release date



- ▽ Early finish date
- △ Early start date
- Early bar
- ▨ Progress bar
- ▧ Work bar
- ▩ Summary bar
- Summary bar
- ▬ Progress bar
- ▭ Summary bar
- ▮ Start/finish date
- ▯ Start/finish date
- ▰ Total/finish date



- ▽ Low High Start
- △ Low High Stop
- ▬ Early Start
- ▬ Early Stop
- ▬ Progress Bar
- ▬ Critical Bar
- ▬ Summary Bar
- ▬ Progress Bar
- ▬ Critical Bar
- ▬ Summary Bar
- ▬ Progress Bar
- ▬ Critical Bar
- ▬ Summary Bar



- Early finish date
- △ Early start date
- Early bar
- ▨ Progress bar
- ▧ Critical bar
- ▩ Summary bar
- ▬ Summary bar
- ▲ Progress date
- △ Start date
- Summary date
- Start measure date
- End measure date

EXPENDITURES TO BE ALLOWED  
 NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 19 AUG 96

PAGE 1

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
-PAID AFTER BOARD MEETING-					
015645	00487	UPSTART	49.73	08-JUL-96	SUPPLIES
015646	00488	STAR FINANCIAL BANK	2732.57	10-JUL-96	FED. & FICA TAX - P/R 7-10-9
015648	00489	PUBLIC EMP. RETIREMENT	7751.45	10-JUL-96	2ND QTR. REPORT
015649	00500	MADISON COUNTY SCHOOL	1959.23	10-JUL-96	PAYROLL DEDUCTIONS - 7-10-96
015657	00501	INDIANA DEFERRED COMPE	215.00	10-JUL-96	ANNUITY DEDUCTIONS - 7-10-96
015658	00502	MARTON TENT & AWNINGS C	120.00	10-JUL-96	TENT RENTAL - SUMMER READING
015659	00503	AT&T	30.06	24-JUL-96	TELEPHONE - ELWOOD
015660	00504	AMERICAN ELECTRIC POWE	670.54	24-JUL-96	ELEC. - ELWOOD
015661	00505	CAROLYN LAMBERTSON	30.99	24-JUL-96	PETTY CASH REIMBURSEMENT
015662	00506	INDIANA GAS COMPANY	37.94	24-JUL-96	GAS - ELWOOD
015663	00507	QUALITY CUT LAWN CARE	20.00	24-JUL-96	LAWN CARE - FRANKTON
PAYROLL	00508	PAYROLL	20710.21	24-JUL-96	CHECKS 003952-003991
PAYROLL	00509	PAYROLL DEDUCTIONS	-10106.25	24-JUL-96	CHECKS 003952-003991
015664	00510	STAR FINANCIAL BANK	2824.13	24-JUL-96	FICA & FED. TAX - P/R 7-24-9
015665	00511	INDIANA DEPARTMENT OF	820.44	24-JUL-96	STATE & COUNTY TAX - MONTH 0
015666	00512	MADISON COUNTY SCHOOL	1994.98	24-JUL-96	CR. UNION DEDUCTIONS - P/R 7
015667	00513	INDIANA DEFERRED COMPE	215.00	24-JUL-96	P/R DEDUCTIONS 7-24-96
015668	00514	CITY OF ELWOOD NON-REV	776.92	24-JUL-96	HEALTH INS.PREM.-AUG.(1FAM.,
015669	00515	AMERICAN ELECTRIC POWE	178.03	24-JUL-96	ELEC. - SUMMITVILLE
015670	00516	INDIANA SECRETARY OF S	10.00	24-JUL-96	YRLY. FILING FEE - LEASING C
015671	00517	STAR FINANCIAL BANK	50000.00	26-JUL-96	PURCHASE 90-DAY CD
015672	00518	DAVID W. HEATH	250.00	26-JUL-96	PAINT FRANKTON BUILDING
--TOTAL--			81290.97		
-CURRENT EXPENDITURES-					
PAYROLL	00582	PAYROLL	10391.47	07-AUG-96	CHECKS 003994-004012
PAYROLL	00583	PAYROLL DEDUCTIONS	-5042.20	07-AUG-96	CHECKS 003994-004012
015673	00520	STAR FINANCIAL BANK	2800.43	07-AUG-96	FED. & FICA TAX - P/R 8-7-96
015674	00521	MADISON COUNTY SCHOOL EMPLOY	1962.51	07-AUG-96	CREDIT UNION DEDUCTIONS -P/R
015675	00522	INDIANA DEFERRED COMPENSATIO	215.00	07-AUG-96	ANNUITY DEDUCTIONS - P/R 8-7
015676	00523	AMERITECH	216.54	07-AUG-96	TELEPHONE - SUMMITVILLE
015677	00524	AMERITECH	191.15	07-AUG-96	TELEPHONE - ELWOOD
015678	00525	DAVID W. HEATH	300.00	07-AUG-96	FOR PAINTING SIDE OF BUILDIN
015679	00526	NATIONAL LIBRARY OF POETRY	28.47	07-AUG-96	FOR PURCHASE OF POETRY BOOK
015680	00527	NATIONAL LIBRARY OF POETRY	28.48	07-AUG-96	BOOK OF POETRY/DONATION
015681	00546	HAROLD ETCHISON	2000.00	07-AUG-96	CLERK-OF-THE-WORKS SALARY
015682	00528	AT&T	35.67	19-AUG-96	TELEPHONE - ELWOOD
015683	00529	AT & T	48.69	19-AUG-96	MAINT. SERV. - ELWOOD
015684	00530	AMERICAN ELECTRIC POWER	631.65	19-AUG-96	OUTD.LIGHT/SUMM.-ELECT./ELWO
015685	00531	ANDERSON NEWSPAPERS INC.	78.00	19-AUG-96	SUBSCRIP.-ELWOOD (26 WEEKS)
015686	00532	ARAB TERMITE & PEST CONTROL	21.00	19-AUG-96	PEST CONTROL
015687	00533	AUDIO VISUAL COMMUNICATIONS	312.00	19-AUG-96	SERV. AGREEM. - AUGUST, SEPT
015688	00534	BARBARA MCADAMS	34.25	19-AUG-96	HILEAGE
015689	00535	BAUERS	22.35	19-AUG-96	SUPPLIES - STORYTIME
015690	00536	BAKER & TAYLOR BOOKS	2559.95	19-AUG-96	BOOKS, ELWOOD, FRANK., SUMM.
015691	00537	CY DECOSSE INC.	20.90	19-AUG-96	BOOK - FRANKTON

EXPENDITURES TO BE ALLOWED  
 NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 19 AUG 96

PAGE 2

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
015692	00538	CAROLYN LAMBERTSON	30.99	19-AUG-96	PETTY CASH REIMBURSEMENT
015693	00539	CINDA HORINE	7.50	19-AUG-96	MILEAGE
015694	00540	CITY WATER & SEWAGE DEPT.	19.23	19-AUG-96	WATER
015695	00541	CUSTOMER SERVICE	28.75	19-AUG-96	BOOK - FRANKTON
015696	00542	DUO SUPPLY COMPANY	12.91	19-AUG-96	CLEANING SUPPLIES
015697	00543	GTE NORTH INDIANA OPERATIONS	119.52	19-AUG-96	TELEPHONE - FRANKTON
015698	00544	GENERAL MERCHANDISE SCOPE	125.00	19-AUG-96	HANS LIBRARY SIGN
015699	00545	GAYLORD BROS.	1438.65	19-AUG-96	SUPPLIES, CHARGER MACHINE RE
015700	00547	HORTON'S & SONS OF ELWOOD	17.88	19-AUG-96	SUPPLIES
015701	00548	INDIANA GAS COMPANY	12.57	19-AUG-96	GAS - FRANKTON
015702	00549	INFORMATION/REF.GROUP-DISTR	125.80	19-AUG-96	BOOK - ELWOOD
015703	00550	INGRAM DISTRIBUTION GROUP IN	372.71	19-AUG-96	BOOKS, FRANKTON,SUMM.-VIDEO,
015704	00551	JANE A. BECKLEY	2000.00	19-AUG-96	LEASE PNT. - FRANKTON
015705	00552	JUNIOR LIBRARY GUILD	117.00	19-AUG-96	BOOK SUBSCRIPTION
015706	00553	KHART STORE (ANDERSON)	158.95	19-AUG-96	SUPPLIES - SUM.PD.,FRANK., S
015707	00554	LINDA KEMPER	14.00	19-AUG-96	MILEAGE
015708	00555	LIBRARY STORE INC., THE	172.61	19-AUG-96	SUPPLIES
015709	00556	MARSH SUPERMARKET	56.01	19-AUG-96	SUPPLIES - SMR.RDG.,FRANK.EL
015710	00557	MIDWEST EXCHANGE	403.95	19-AUG-96	VIDEOS - ELWOOD,FRANK.
015711	00558	MANIFOLD REFUSE, INC.	38.00	19-AUG-96	WASTE REMOVAL
015712	00559	REVCO D.S., INC.	76.24	19-AUG-96	SUPPLIES
015713	00560	MARVIN SAUBERT	240.00	19-AUG-96	LAWN-CARE SERV. - SUMMIT.
015714	00561	NUNCIE OFFICE SUPPLY	35.00	19-AUG-96	TONER - DESK TOP COPIER
015715	00562	QUILL CORPORATION	240.68	19-AUG-96	OFFICE SUPPLIES
015716	00563	SAM'S CLUB	25.00	19-AUG-96	MEMBERSHIP
015717	00564	S & S ARTS AND CRAFTS	169.63	19-AUG-96	CRAFT MATERIAL SUM.RD, FRANK
015718	00565	SPECIALTY STORE SERVICES, IN	107.38	19-AUG-96	VIDEO CASES
015719	00571	AMERITECH	105.80	19-AUG-96	TELE. - SUMMITVILLE
015720	00572	TOWN OF FRANKTON	73.86	19-AUG-96	WATER & ELEC.
015721	00568	T. EDWIN SMITH, INC.	60.75	19-AUG-96	ELEC.REPAIR
015722	00569	UNITOG RENTAL SERVICES	50.20	19-AUG-96	CLEANING MAT'LS.
015723	00570	UPSTART	10.00	19-AUG-96	OFFICE SUPPLIES
015724	00573	BARBARA MCADAMS	35.25	19-AUG-96	MILEAGE
015725	00574	LINDA KEMPER	7.00	19-AUG-96	MILEAGE
015726	00575	CAROLYN LAMBERTSON	40.00	19-AUG-96	MILEAGE
015727	00576	INDIANA-AMERICAN WATER CO.,I	27.66	19-AUG-96	WATER - SUMMITVILLE
015728	00577	RANSAY BUSINESS PRODUCTS	241.34	19-AUG-96	OFFICE SUPPLIES
015729	00578	AA RENTS, INC.	25.00	19-AUG-96	CLEANING SNOW-CONE MACHINE/S
015730	00579	LUCENT TECHNOLOGIES	48.69	19-AUG-96	TELE. MAINT. - ELWOOD
015731	00580	POSTMASTER	200.00	19-AUG-96	POSTAGE - ELWOOD
015732	00581	DIANA L. SHEPARD	37.05	19-AUG-96	PETTY CASH REIMBURSEMENT
--TOTAL--			23984.87		
PRIOR MONTH TOTALS			81290.97		
CURRENT MONTH TOTALS			23984.87		
GRAND TOTALS			105275.84		

ALLOWANCE OF CLAIMS

WE HAVE EXAMINED THE CLAIMS LISTED ON THE FOREGOING REGISTER OF CLAIMS, CONSISTING OF 2 PAGES, AND EXCEPT FOR CLAIMS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH CLAIMS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF 105275.84. DATED 19 AUG 96.

Jerry Kaiser  
Beverly J. Austin  
Linda Angione  
Priscilla J. Carey

Barbara J. Abernathy  
Annula & Bollander  
\_\_\_\_\_  
\_\_\_\_\_

MONDAY, JULY 8, 1996

Low 61 degrees high 91 Cloudy & thunderstorms; weather people missed again.

No stone for stone mason yet. Bedford Supply seems to be on a summer vacation, or something. Same people on hand; Firematic Sprinkler System people, plumber, M.D. Rowe people, carpenters still working inside and on the gutters, Overhead Door people have two men on the job installing wool batts in the lower stringers of the trusses. Chuck, the electrician, is still doing his thing, with a helper.

TUESDAY, JULY 9, 1996

Low 59 degrees high 79 degrees Partly sunny & breezy, just what a summer day should be like!

One day is pretty much the same as another, with Sprinkler people still working, carpenters still on the outside gutters & inside bulkheads for indirect lighting. The electrician is still at it, also the plumbers. Two men from Overhead Door are installing insulation in the truss system.

WEDNESDAY, JULY 10, 1996

Low 52 degrees high 79 still sunny; can't ask for anything better!

Still the same people working. Kathi threw another problem at me yesterday. It seems that the soap dispensers, hand dryers, and diaper changing table, aren't mentioned in the specs as to who furnishes them. Al Cox is due to show up today, and I'll see what can be worked out with Inter-Design.

THURSDAY, JULY 11, 1996

Low 52 degrees high 82 Partly sunny

The Gas Company did check today about running the gas service to the building. Al Cox did spend quite a bit of time on the job this morning, mainly with Chuck Capshaw, the Construction Supt., answering lots of questions Chuck had, as to the future projects to be done. Chuck Capshaw is getting control of the job after taking over at a very difficult time.

FRIDAY, JULY 12, 1996

Low 61 degrees high 84 Partly cloudy

Overhead Door has two men still installing insulation and vapor barrier. The drywall people are installing drywall in vaulted ceiling of the boys and girls area. The electrician and his helper are still on the job. No stone yet! Firematic people are taking their long weekend to go back home.



They don't have too much more to do on the sprinkler system. The carpenters are still working on the gutters & fascia. They are getting closer to having that project finished too. They are still working inside; framing, especially the bulkheads for indirect lighting. The Gas Company started running their main supply line to the building. They crossed the parking lot from east to west, and plan on driving pipe under 16th street Monday.

MONDAY, JULY 15, 1996

Still summer time!

Same subs still working. The electricians, drywall people, insulation people from Overhead Door, Firematic Sprinklers, M.D.Rowe people installing bulkhead for indirect lighting. Gas company is working on the gas service.

TUESDAY, JULY 16, 1996

Same as yesterday!

WEDNESDAY, JULY 17, 1996

Same as Tuesday, except the Gas Company tapped the service line to a dead line in 16th street, and had to cut another hole in the street, and connect to a live line.

THURSDAY, JULY 18, 1996

Rain and more rain! It shut outside work down, but the inside work is continuing.

FRIDAY, JULY 19, 1996

Beautiful day with comfortable temperatures. All the work is continuing inside.

MONDAY, JULY 22, 1996

Cloudy, muggy & low 67 degrees high 83 Still muddy conditions after Sunday's rain. M.D.Rowe pulled all their carpenters off the job but two, and one laborer. They still have lots of framing on the bulkheads to do yet, and gutter & fascia to finish. Insulators and drywall people are still working. The plumber was on the job for a while checking his pipe insulations; particularly, before the walls are closed in by drywall. Firematic had three people doing a final check of the sprinkler system installation prior to a check to see if the system works. It is set up for Tuesday, with the Building Commissioner, Fire chief, and myself. The electrician is back to two men after pulling lots of wire last week.

TUESDAY, JULY 23, 1996

Partly cloudy low 67 degrees high 84 Not bad! Sun did shine in the afternoon.

I'm having trouble keeping track of everyone today! I counted 23 people on the job today besides Chuck & I. I hope they were all workers!! The drywall people had seven men on the job. They started taping some of the drywall already installed. M.D.Rowe still has two carpenters and one laborer. The insulators from Overhead Door are still working. The concrete sub-contractor had seven men with a backhoe digging and forming curbs at north a street. Also, two Firematic men, made the test on the sprinkler system at 1:00p.m. Chuck Capshaw, James Delph: the Building Commissioner, Fire Chief, and myself were present for the test. It was successful! We received a fax from David Ginn, asking for the Board members to o.k. paying Mays Roofing for metal they have stored at their plant for the lining of the gutter, which isn't ready for the metal at this time. The money is in their contract with M.D.Rowe, and they furnished a Certificate of Insurance, and since we have done this with a couple of other suppliers, and subs; mainly, Elwood Building Supply, and Crossroads Air Conditioning it should be all right. This is mainly caused by the job being behind schedule, and people have their materials on hand, storing them, and probably having to pay their jobber or supplier. Two Carrier men arrived today, and started to install their duct work for the air conditioning! Pretty busy day!!!

WEDNESDAY, JULY 24, 1996

Thunderstorms low 61 degrees high 83 rained from 7:00a.m. until 7:50a.m.

It rained just enough to stop work on forming the curbs in the parking lot. It sure does get frustrating for everyone who is trying to get this building built in a reasonable time. The weather is still not co-operating. The concrete people poured to the curb at 8:50a.m. after the rain stopped. It was the one they formed yesterday on the northeast corner of the parking lot. It turned out real good, looks nice. They worked the rest of the day forming the curb on the northwest corner of the lot. David Ginn spent the day until early afternoon in Chuck Capshaw's place. David said Chuck called him at 6:00a.m., and said he had to take his mother to the hospital. Chuck has said his parents are in very poor health. Still two carpenters and a laborer for M.D.Rowe, 6 drywall men, and one Crossroads Air Conditioner man, surveying the job for installation of metal ducts.

THURSDAY, JULY 25, 1996

Low 62 degrees high 82 Sunshine

Today is the day Al Cox always goes over M.D.Rowe's monthly draw with me. He has developed the habit of checking each percentage of draw they request against what has actually been done. Sometimes, when the percentage is reduced, you can hear screaming clear from Indianapolis!! But, he keeps on top of it!! When the request is put before the board, we are sure it's o.k. M.D.Rowe still has two carpenters and a laborer working. Drywall people had seven men, including hangers and tapers. Crossroads Air Conditioning people didn't show today. I would judge they are waiting for more drywall to be completed. Two men still insulating, and Lee, the Italian Concrete Contractor, (I call him the Dutchman), and his crew, formed and poured the curb on the northwest corner of the parking lot, and forms for the air conditioner floor, and the slab for Electrical Transformer, which they will pour tomorrow. Chris, the architect from Inter-Design, was on the job site this morning going over questions Chuck Capshaw had. Chuck said it

cleared up a lot of gray areas for him. I would have to say that Chuck has the job under control now. I almost forgot, the City Water Company had another leak at the old leak location, and had to dig up the street again to fix it. That 6" main water line looks like a man with band-aids all over his arm. The Gas Company patched their hole they made in the street when they made their gas line tap.

FRIDAY, JULY 26, 1996

Low 57 degrees high 78 Should be a great day!!

It was a good day. It was even a good week!!

The concrete crew, 5 men and Lee, the owner, poured and finished about 75 feet of walk and curb, running from north a street south, toward the building, on the east side of the parking lot. They also poured the air conditioner slab and electrical transformer pad. Two more carpenters and a laborer from M.D.Rowe were back, making four carpenters, and a laborer still working on bulkheads. Two men are taping drywall. The drywall hangers are working 4 10hr. days so they weren't on hand today. They are out of drywall board, and Building Supply is going to deliver some Saturday, so they will have plenty for Monday morning. Crossroads Air Conditioner has two men on hand today starting to hang units in each area. They should be running duct work next week.

MONDAY, July 29, 1996

Low 63 degrees high 81 Muggy, thunderstorms predicted

Lee, the concrete man, and his crew, formed and poured the curbs for the island on the southeast corner of the parking lot. Robert Kenny Contractor, an outside contractor for A.E.P(formerly,I&M), installed the electrical underground cable. He dug and buried the line from the pole at north a street, to the transformer pad outside the northeast corner of the building. The drywall people have two three man crews working on the ceilings. The insulators started on the outside exterior walls today. M.D.Rowe had five men and a laborer working on bulkheads. Crossroads Air Conditioner had one man running copper tubing overhead. The electrician and his helper worked mostly on entrance cable from transformer to the box in building.

TUESDAY, JULY 30, 1996

Low 64 degrees high 79 Mostly cloudy & it's already rained at 7:00 this morning.

The stone men were supposed to start laying stone today. The stone mason didn't show up, nor did the concrete people. The usual were working inside. Five M.D.Rowe carpenters and the one laborer, the six drywall installers, and one Crossroads Air Conditioning man. The transformer was also set on the concrete slab yesterday. Chuck Capshaw's mother is back in the hospital again!

WEDNESDAY, JULY 31, 1996

Low 59 degrees high 79

The concrete people were able to work today, so they formed another section of curb on the parking lot and poured it. Still six drywall hangers on the job, and two tapers. Chuck, the

electrician, had two helpers today. The underground electrical service and transformer is completely installed now. So, Chuck has to run the lines from the transformer to the service box inside to get power to the building. Crossroads Air Conditioning man still running ducts and copper tubing lines. Chuck Capshaw started three M.D.Rowe men on the gutters again since their return from wherever Rowe sent them, and three others with a laborer still working on bulkheads inside the building. Mays Roofing had a man starting to install metal lining to rain gutters. Al Cox was on the job for his weekly inspection & reports.

THURSDAY, AUGUST 1, 1996

Low 58 degrees high 80 Not bad!!

No concrete people today. The same six drywall people and two tapers. Crossroads man still working on air conditioner. Three M.D.Rowe men on last of the gutters & fascia, and are still working inside. The Electrician is working toward installing electrical meter to complete service.

FRIDAY, AUGUST 2, 1996

Low 58 degrees high 82 Mostly sunny & pleasant!!

No drywall men today since they work 10 & 11 hour days. Five carpenters and a laborer are working on the gutters, and blocking inside. Two men from Crossroads Air Conditioning are installing return air ducts. They delivered 10,000 bricks after lunch, which means the stone and brick layers should get at it next week!!

MONDAY, AUGUST 5, 1996

Hot Low temp 69 degrees high 90

Not much new to report besides masons on the job starting to lay stone again. They brought lots of staging and walk boards with them, which means they plan on laying some brick. There are still two electricians on the job, six drywall hangers, five M.D.Rowe carpenters, and a laborer, and a Crossroads Air Conditioning man. The carpenters are still working on the gutters and fascia, and still finding more framing to do.

TUESDAY, AUGUST 6, 1996

Hot & humid low temp 71 degrees high 91

The only new people today were two men from Crossroads putting together metal duct for the air conditioning, Mr. Rowe himself dropped in around 8:00a.m. and visited with Chuck, and looked the job over. Still 6 men drywalling, and 6 carpenters, and a laborer working inside and on the gutters. The stone mason is getting started again.

WEDNESDAY, AUGUST 7, 1996

Low temp 70 degrees high 92

There is a progress meeting today. David Ginn, Chuck Capshaw, Al Cox, Jerry Werline, Don Hill, and myself in attendance. Kathi is on vacation. The job has some momentum now, with the stone masons about to complete the stone, and 20,000 bricks on hand. The electrician and his helper are pulling wire and making some connections. They are still drywalling. There are 3 carpenters working on the east section of the gutters and fascia, and a crew and laborer still inside. Crossroads Air Conditioning had 3 men today, and have started the metal duct work.

THURSDAY, AUGUST 8, 1996

Warm low temp 71 degrees high 87

It did rain around 10:00a.m., which shut down the masons and sent them home. It also stopped the carpenters working on the gutters and fascia, but the inside work continued. I missed Linda Sizelove's visit to the site. I was having a long Birthday Lunch and celebration with my 4 daughters, who were celebrating Elaine's 50th birthday. (Aug. 8, 1946) I don't think she is going to come unglued by turning 50. I tried to tell her that the first 50 is the hardest, but I'm not too sure I'm telling the truth!! I did get in touch by phone with Linda to notify her of the proposal from Chance Brothers on patio brick, which she did ok. Now, I have to try to get with Tim Chance to finalize the deal.

FRIDAY, AUGUST 9, 1996

Partly sunny low temp 65 degrees high 88 Not bad!!

I feel like I'm playing a broken record with these daily reports. The same people are doing the same thing. Six carpenters, one laborer, two electricians, insulators in and out to keep ahead of the drywallers. Crossroads Air & Heat man still installing copper lines and metal duct, three masons and a hod carrier laying brick on the northwest side of the building. Chuck Capshaw's mother was rushed to the hospital again. It doesn't look good.

MONDAY, AUGUST 12, 1996

The weather is still good, with no rain yet.

Chuck Capshaw's mother passed away this morning, so we will be without a Supt. again for a few days. It shouldn't be too much of a problem, since most of the work in progress will carry on day after day, and Chuck does have things pretty well under control. The same people are doing the same as yesterday.

TUESDAY, AUGUST 13, 1996

Partly cloudy Low temp 62 degrees high 87

Three masons and hod carrier are still laying brick on the north side of the building. They do nice work! The same 6 carpenters and laborer are working, 3 working on the east end of the building finishing up the gutters and fascia, the other 3 still working inside. Two men from Mays Roofing still installing metal lining in the gutters, and cutting drops for downspouts. Crossroads man still working on duct system. The electrician has 2 helpers this week.

WEDNESDAY, AUGUST 14, 1996

Muggy low temp 67 degrees high 87 rain possible

Five masons and two hod carriers are on the job today. Still six carpenters and a laborer from M.D.Rowe. Mays Roofing still working on the gutters and downspout outlets. The drywall people didn't show up today, but there are two drywall finishers working. Chuck, the electrician, has two helpers now, and they are installing halo light fixtures in the bulkheads.

THURSDAY, AUGUST 15, 1996

Low temp 64 degrees high 84

Al Cox stopped by on his way to Manchester and did his usual inspection, and will make his weekly report from his observations. We had the usual drywall and finishers, three electricians, six carpenters and laborer, two Mays men still working on the gutters, Crossroads two men making up metal duct and installing. Chuck Capshaw's mother's funeral was today. I sure hope he feels like coming to work tomorrow. We need that everyday supervision.

FRIDAY, AUGUST 16, 1996

Low temp 64 degrees high 89

Chuck Capshaw was back on the job this morning after his Mother's funeral yesterday. M.D. Rowe's 6 carpenters and laborer are still around. 5 brick layers and 2 hod carriers, 3 electricians, 4 drywall people and 2 finishers, AND A PARTRIDGE IN A PEAR TREE!! No one from Crossroads today and Mays roofers are still working on the gutter liners. Chuck said today that the window people are supposed to start Monday and that will make a big difference!!

August 14, 1996

Dear Board Member,

It has indeed been a busy summer, and promises to be an even busier fall for NMCPLS with the rapidly approaching completion of the Elwood facility.

FYI: The staff and I already anticipate the wonderful advances in technology the new building will support. Among these, we are establishing dial-up Internet access and I attended a grant-funded workshop on hypertext mark-up language (HTML). The workshop provided training necessary to create home and content pages on the World Wide Web. With this capability, we can create a presence on the Internet as well as retrieve information from it.

Action Item: Also, we have been "test driving" a CD-ROM version of the Wilson Readers' Guide to Periodicals. It has proven very satisfactory and we wish to subscribe to the electronic format in lieu of the print version. The best price for the computer hardware to support the system comes from Central Indiana Computer Consulting, Inc. which is an Elwood firm. The total cost would be \$1,450 for the workstation to be accessed by both staff and patrons. I would appreciate board action on August 19 to approve this purchase.

Action Item: A booklet for the District Eight Conference to be held October 2 has been placed in your folder, please let Jan know by Sept. 6 if you wish to attend. Until recently, facilities in our system were closed for the day so that all employees could participate in this opportunity for staff development. At Monday's meeting, I would appreciate your consideration of closing for this conference.

FYI: Also enclosed in your folders is an invitation from the Barnes & Thornburg law firm to attend the "Managing Local Government Seminar: 1996" slated for September 11. There is no charge for the program and lunch is included. Most relevant to NMCPLS is the session on the petition-remonstrance process which may become an issue in determining the future of the two unserved townships in Madison County -- Jackson and Richland, both of which border our current service area.

FYI: We have received an invitation to the dedication of the Monroe County Public Library Addition, scheduled from 1-5 p.m. on Sunday, August 25. The invitation advised checking the newspapers for time of formalities.

FYI: The genealogy interest group initially sponsored by the library last January continues to evolve. The scope of the group has broadened to include efforts to preserve historical buildings in the Elwood community. In addition, volunteers are beginning to assume leadership for particular focus groups. Those persons specifically interested in genealogy will continue to meet on the third Thursday of the month. Shawn Heaton and I plan to maintain ties with the groups as the participants are active library users and supporters.

As always, your time and energy devoted to furthering the mission of NMCPLS is most appreciated! Sincerely,

Katki W.

# North Madison County Public Library System

---

124 North 16th Street

• Elwood, Indiana 46036-1598

• (317) 552-5001

FAX (317) 552-0955

## MEMO FROM LINDA

There will be a meeting Saturday, August 17 at 1:00pm at the Summitville Library. I would like as many board members as possible to be there. We will be determining whether or not to accept Mr. Hazelbaker's proposal!!

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Summitville Community Library

• Elwood Public Library

• Frankton Community Library

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# North Madison County Public Library System

124 North 18th Street

Elwood, Indiana 46036-1598

(317) 552-5001

FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Special Meeting for Business  
August 26, 1996  
6:30PM

CALL TO ORDER

CALL FOR QUORUM

NEW BUSINESS

1. Adopt 1997 Budget
2. Select Communication Vendor

PUBLIC COMMENT

# North Madison County Public Library System

124 North 10th Street

Elwood, Indiana 46036-1598

(317) 552-5001

FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
August 26, 1996  
6:30 pm.

CALL TO ORDER

Vice-President Beverly Austin called a meeting to order at 6:30pm August 26, 1996 in the Elwood library meeting room.

CALL FOR QUORUM

Other members present were Jerry Kaiser, Pam Bohlander and Barbara Abernathy.

BUSINESS

Budget Jerry Kaiser made a motion to adopt the 1997 Operating and Debt Service Budgets. Barbara Abernathy seconded and it passed.

Communication Vendor Director Wittkamper has been working on picking a vendor for communications and would prefer to select a vendor who would do the total package from cable to telephones. She has received six bids however, when the low and high is not considered she will have four to consider. She will work out a form for information from the vendors so that the board can compare easier. Kathi wants to include a new telephone system because the wiring on the present system does not allow usage of computers, modems, etc. without double wiring. Jerry suggested she watch for a power outage plan. Kathi is concerned about enough money in the contingency funds of the project to fund what we need and mentioned there is money held in the bond as a result of our early lease payment.

Frankton Barbara Abernathy asked board members if we could have the pole painted that holds the sign for the Frankton library. Kathi is to get information for the next meeting - who can do the job, how much, etc.

Elwood Project Harold Etchison, Clerk-of-the-Works said he was concerned about lighting around the outside of the building. He thinks there are dark spots that need lighted and timer changed to switch off only part of the lights instead of everything. He also thinks the flag pole lights are unnecessary if the flag is raised and lowered each day by the custodian. Jerry Kaiser made a motion that Harold is to use his own best judgement to take care of the lighting problem, talk to Al Cox at InterDesign about Change Order, etc. Pam Bohlander seconded the motion and it passed.

Kathi suggested that the antique green shelving holding non-fiction in the library at present and to be used in the Indiana Room in the new building, be painted electrostatically. Board members said they will each look at the shelving and will decide if it needs done. Pam Bohlander suggested Kathi get a price for painting them and then we will know what we will need.

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library

Barbara Abernathy asked if we could get the wing-back chair in the meeting room covered for the new addition in the Summitville building.

Don Hill, Leasing Corp. suggested to the board that we have our insurance company send their inspection engineer to look at the new building before all the ceilings are in, so that they can make a report for future insurance premium charges.

Meeting was adjourned with a motion from Jerry Kaiser, seconded by Pam Bohlander.

Pamela Bohlander, Secr.

FINANCIAL REPORT BY FUND  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 30-JUN-96

FUND #	DESCRIPTION	BEGINNING BALANCE	RECEIPTS THIS MONTH	RECEIPTS YEAR-TO-DATE	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	BALANCE
100	OPERATING	86889.23	231708.38	448789.09	38131.86	397862.80	280465.75
103	LEVY EXCESS FUND	4453.00	.00	.00	4453.00	4453.00	.00
105	OPERATING FUND INVESTMENT	.00	.00	150000.00	.00	180000.00	.00
107	PLAC	20.00	20.00	80.00	.00	40.00	40.00
110	LIRF INVESTMENT	.00	.00	.00	.00	.00	.00
115	LIRF	10363.05	.00	10000.00	.00	.00	10363.05
120	GIFT	4542.57	75.00	270.30	30.00	1585.26	4587.57
121	SUMMITVILLE LIBRARY FUND	.00	.00	.00	.00	.00	.00
125	MEMORIAL	996.66	.00	175.00	.00	.00	996.66
130	CONSTRUCTION FUND	.00	137518.92	137518.92	.00	.00	137518.92
WITHHOLDINGS FROM PAYROLLS							
200.01	FEDERAL TAX	.00	.00	.00	.00	.00	.00
200.02	FICA	.00	.00	.00	.00	.00	.00
200.03	STATE TAX	.00	.00	.00	.00	.00	.00
200.04	COUNTY TAX	.00	.00	.00	.00	.00	.00
200.05	PERF	1375.24	.00	.00	-579.37	-1954.61	1954.61
200.06	CREDIT UNION	.00	.00	.00	.00	.00	.00
200.07	ANNUNITY	.00	.00	.00	.00	.00	.00
200.08	INSURANCE	.00	.00	.00	.00	.00	.00
-TOTAL ALL FUNDS-		108639.75	369322.30	746833.31	42035.49	581986.45	435926.56

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
Children's Storytime  
Donations

Date	From	Amount
Oct.17,1991	Quincy Feed Exchange.	\$10.00
Oct.17,1991	Copher & Fesler	\$20.00
Oct.21,1991	Dunnichay Funeral Home	\$10.00
Oct.21,1991	Loren's Service Center	\$5.00
Oct.21,1991	Fox TV & Appliance	\$20.00
Oct.21,1991	Kane Enterprises	\$11.00
Oct.21,1991	Dickey Nursing Home	\$25.00
Oct.21,1991	R.R.Men's Federal Savings	\$25.00
Oct.21,1991	Blair's Flowers	\$10.00
Oct.21,1991	Peacock Glass	\$10.00
Oct.25,1991	Elwood Moose Lodge #219	\$25.00
Oct.25,1991	McCormack Printing	\$20.00
Oct.25,1991	Nancy Saulmon	\$10.00
Oct.28,1991	Harvest Supermarket	\$25.00
Oct.29,1991	Parkview Convelescent Center	\$25.00
Oct.29,1991	Ralph & Elizabeth Saxton	\$15.00
Oct.29,1991	Mary Ash	\$10.00
Nov.1,1991	State Plating, Inc.	\$50.00
Nov.1,1991	Kutche Chevrolet	\$50.00
Nov.7,1991	Saber Coating, Inc.	\$20.00
Nov.9,1991	Joseph Barnett, DDS	\$20.00
Nov.9,1991	Mary Jane Green	\$10.00
Nov.22,1991	Vest Cleaners	\$10.00
Nov.15,1991	Yolanda Hibst	\$20.00
Dec.5,1991	ELSA Corporation	\$25.00
Dec.10,1991	Moser & Moser Optometrists	\$100.00
Jan.15,1992	Rhonda Diveley	\$5.00
Jan.21,1992	Madonna Diko	\$5.00

APR.6 PURCHASE OF 56 STORY-TIME T-SHIRTS \$322.00  
JUST-WRIGHT SHIRTS

APR.6,1992 BALANCE 4269.00

\*\*\*\*\*CHILDREN'S DEPARTMENT GIFT FUND\*\*\*\*\*

BAL. BROUGHT FWD. FROM STORYTIME FUND		4269.00
05-05-92 REC'D FROM YAPPA YAPPA YAPPA	450.00	
03-93 REC'D FROM YAPPA YAPPA YAPPA	425.00	
01-04-94 DONATION	4300.00	
01-11-94 DONATION	4100.00	
04-26-94 REC'D FROM YAPPA YAPPA YAPPA	425.00	
01-05-95 DONATION - MOSER	4100.00	
06-30-95 DONATION - KAREN CHASE	45.00	
02-20-96 REC'D - YAPPA YAPPA YAPPA	465.00	
TOTAL - CHILDREN'S DEPT.		4939.00

\*\*\*\*\* SUMMITVILLE GIFT FUND\*\*\*\*\*

01-92 DONATION - LAVENDA BRUMMET	\$25.00	
03-92 DONATION REC'D. - HAZELBAKER FOUNDATIO	\$5,000.00	
09-92 SURGE PROTECTOR		\$17.44
10-92 QUILL - COVER		\$8.08
10-92 RAMSAY - PRINT STAND		\$29.71
10-92 MICRO-AGE - COMPUTER		\$3,151.00
10-92 MICRO-AGE - SOFTWARE, RIBBONS, ETC.		\$73.00
11-92 DONATION - MAD.-GRANT TEACHERS ASSO.	\$25.00	
11-92 DONATION - PSI IOTA XI SORORITY	\$200.00	
11-92 DONATION - DIANE WILLIAMS	\$50.00	
11-92 EDUCATIONAL RESOURCES-BOOKS		\$1,161.25
12-92 LIBRARY VIDEO - VIDEOS		\$141.28
12-92 EDUCATIONAL RESOURCES -		\$180.75
12-92 LIVING HISTORY VIDEOS		\$53.00
12-92 STORYTELLIN' APRON		\$43.70
2-93 L. BRUMMET	\$25.00	
2-93 SUMMITVILLE ELEMENTARY SCHOOL	\$25.00	
2-93 TED WILLIAMS	\$25.00	
03-93 PSI IOTA XI SORORITY	\$116.50	
06-93 DEMCO - PUPPET THEATRE		\$116.04
07-93 DONATION - HAZELBAKER FOUNDATION	\$3,500.00	
07-93 DELL MARKETING - COMPUTER & PRINTER		\$2,948.00
10-93 ALCAMY COMPUTER - EQUIPMENT		\$473.76
10-93 MUNCIE OFFICE SUPPLY		\$66.85
10-93 MICROAGE MUNCIE - HARD DRIVE		\$250.00
10-93 K-MART - VIDEOS		\$117.64
12-93 MICROAGE - MUNCIE - UPGRADE		\$289.00
03-94 MICROAGE - MUNCIE - COMPUTER CABLE		\$21.95
11-94 DONATION - SUMMITVILLE LIONESS CLUB	\$50.00	
12-94 DONATION - HAZELBAKER FOUNDATION	\$22,500.00	
02-95 DONATION - HAZELBAKER FOUNDATION	\$5,000.00	
02-95 ROWLAND TITLE CO.-SUMMIT.BLDG.		\$22,550.00
03-95 DONATION - HAZELBAKER FOUNDATION	\$12,500.00	
03-95 BALDWIN CONSTR. - SHELVES		\$1,500.00
03-95 CANNELL EXCAVATING		\$1,250.00
03-95 CANNELL EXCAVATING		\$2,300.00
03-95 BALDWIN CONSTR. - DRY WALL		\$350.00
03-95 FRANK LAMBERTSON - PAINT		\$200.00
04-95 FRANK LAMBERTSON - RETURN	\$80.00	
04-95 GARRS NURSERY - LANDSCAPING		\$1,226.39
04-95 BALDWIN CONSTR.-SIDEWALK		\$230.00
04-95 BOURFF'S FURNITURE		\$5,300.00
05-95 BALDWIN'S CONSTR. - SHELVES/LOCK		\$2,771.18
05-95 BRANCH SAND & GRAVEL		\$1,263.05
05-95 BALDWIN'S -RECONSTR. CABINET		\$237.50
05-95 BRANCH - MOVE PILLINGS		\$12.50
06-95 R.HAZELBAKER DONATION	\$10,000.00	
06-95 DONATION - MADISON GRANT TEACHERS	\$25.00	
06-95 INK DRAWING - A.MCQUILTY		\$50.00
06-95 ALCHEMY - COMPUTER PARTS		\$55.00
06-95 DEMCO - FURNITURE		\$384.00



07-85	SUPPLIES - NEW OPEN HOUSE		\$119.00
07-85	BALCONY - CONCRETE SIDEWALK		\$240.00
07-85	BACKGROUND PICTURE SHOP - RUN FRAME		\$40.00
08-85	ALCHERY COMPUTER		\$60.00
09-85	LINDA SIDELONE - LANDSCAPING EXP.		100.00
10-85	MADISON-BRANT COMPUTER CLASS		\$144.00
11-85	MICRODAGE - MUNCIE/REFORMAT COMPUTER		\$405.00
12-85	ELEC-TEX - COMPUTER, ETC.		\$5,240.25
12-85	BORDER'S BOOK STORE		\$400.00
12-85	KNART - VIDEOS		\$97.52
12-85	TRANS. ANT. FROM SAV. TO C&G.	197.92	
01-86	CHARGE FOR CHECKS		90.65
02-86	DONATION - SUMMITVILLE LIONESS CLUB	\$25.00	
02-86	BAKER & TAYLOR - BOOKS		141.85
03-86	CHRISTIAN BOOK STORE		\$18.00
04-86	MAD. GRT. 45. COMPUTER CLASSES		\$192.00
04-86	BAKER & TAYLOR		85.45
04-86	WORLD BOOK ENCYCLOPEDIAS		\$650.00
08-86	MADISON-BRANT TEACHERS	\$25.00	
SUMMITVILLE TOTAL			<u>\$2,349.72</u>

\*\*\*\*\* FRANKTON GIFT FUND\*\*\*\*\*

07-92	DONATION REC'D.	Harper's Window	\$20.00
		Bauer's Food	\$25.00
		Cerden & Son	\$20.00
		Phithian Sis.	\$25.00
		P/D.Davis	\$50.00
08-92		Cerden & Son	\$500.00
03-96	DANNIE AUSTIN - SIGN		\$222.00
05-96	FRANK'S NURSERY & CRAFTS		\$59.91
FRANKTON GIFT FUND BALANCE			<u>\$358.09</u>

\*\*\*\*\*GENERAL GIFT FUND\*\*\*\*\*

BALANCE BROUGHT FORWARD 1-1-92			\$1,084.77
03-92	FLOWERS - LIBRARY WEEK		\$80.25
06-92	EXPENSE -SULLIVAN RET.		\$50.00
06-92	EXPENSE - ROBERTSON RET.		\$50.00
07-92	DONATION-KAPPA DELTA PHI	\$5.00	
07-92	ADD'L. RETIRE.EXP.		\$53.18
08-92	DONATION - EVELYN BAKER	\$2,000.00	
08-92	DONATION - MARY L. BEAULIEU	\$25.00	
	(to be used in Indiana Room)		
09-92	COMPUTER FOR PUBLIC USE PURCHASED	\$2,000.00	
12-92	DONATION - TAMMY GOBBLE	\$15.00	
01-93	DONATION - JOAN REBUCK	\$15.00	
01-93	CHRISTMAS PLANTERS - LIBRARIES		\$50.00
05-93	FLOWERS - K. SHARP		\$28.00
05-93	FLOWERS -SEC'Y.		\$32.50
05-93	FLOWERS-SUMMIT.-NAT'L.LIB.WK.		\$28.00
05-93	REFUND/AT&T REBATE	\$25.00	
06-93	FLOWERS -ELWOOD NAT'L.LIB.WK.		\$25.00

04-95	FLOWERS - W. LINDY (ILL.)		\$25.00
05-95	DONATIONS	\$47.00	
05-95	DONATION - ESTHER WIRT	\$100.00	
05-95	DELTA SIGMA PHI	\$45.00	
06-95	DONATION - DELTA SIGMA PHI	\$45.00	
08-95	BAKER & TAYLOR LARGE PRINT BKS.		\$139.75
09-95	ELCHMAN'S TOWN FLOWERS - MARGAN DICE		\$25.25
11-95	BAKER & TAYLOR LARGE PRINT BKS.		\$75.00
04-96	BAKER & TAYLOR		\$25.25
05-96	BAKER & TAYLOR		35.75
06-96	DONATION - MEMORION	\$75.00	
06-96	FLOWERS - MAYOR ROBINSON		\$30.00
06-96	FLOWERS - DOROTHY BEACLEY		\$25.25
	BALANCE TO DATE		\$140.25

TOTAL GIFT FUND BALANCE

\$4,207.50

\*\*\*\*\*MEMORIAL FUND\*\*\*\*\*

ELWOOD MEMORIAL GIFT FUND BALANCE  
FRANKTON MEMORIAL GIFT FUND DONATION

\$176.66  
\$20.00

02-92 TOTAL MEMORIAL FUND

\$196.66

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Special Meeting for Business  
September 3, 1996  
6:00PM  
Executive Session

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

1. Purchase or Lease of Real Property  
IC 5-14-1.5-6-(B) (2) (d)

ADJOURN

Public Meeting  
6:30pm

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

1. Purchase or Lease of Real Property
  - a. Summitville
2. Communications Vendor

PUBLIC COMMENT

ADJOURN

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

EXECUTIVE MEETING  
September 3, 1996  
6:00pm

CALL TO ORDER

Vice-President Beverly Austin called the Executive Meeting to order at 6:00pm, September 3, 1996 in the meeting room of the Elwood Library.

CALL FOR QUORUM

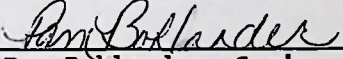
Other members present were: Sharan Pace, Brenda Carey, Barbara Abernathy, Director Kathi Wittkamper, Adm. Asst. Jan Helpling, Attorney Jim Wilson .

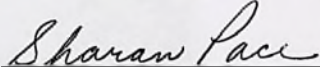

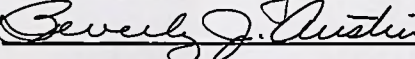
BUSINESS

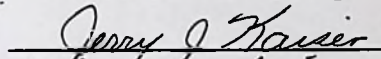
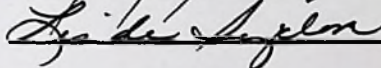
Summitville - Addition for the Hazelbaker Library.

Brenda Carey reported that Mr. Hazelbaker told her he was going to be his own project manager but because of tax complications, now wants us to administer it.

Jim Wilson said we could appoint Brenda to this position, however, he would like to see a system in place that would show completion of a job before payment would be made. When a sub-contractor asks for payment he wants the bill examined by the Contractor, the Architect and Ralph Hazelbaker before we pay it. Jim also told members they need to be aware of change orders and make the contractor, etc. realize we need 96 hours notice to close the library. There will be a separate account set up at the Summitville Community Bank for the Restricted Gift Fund.

  
Pam Bohlander, Sec'y.

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-500  
FAX (317) 552-095

BOARD OF TRUSTEES  
SPECIAL MEETING  
September 3, 1996  
6:30pm

## CALL TO ORDER

President Linda Sizelove called a special meeting for business to order at 6:30pm in the Elwood Library meeting room September 3, 1996.

## CALL FOR QUORUM

Other board members present were: Beverly Austin, Sharan Pace, Brenda Carey, Barbara Abernathy, Pam Bohlander. Also present were: Attorney Jim Wilson, Jan Helpling and Kathi Wittkamper.

## BUSINESS

President Sizelove announced the meeting was called for the purpose of attending to a matter under the Purchase or Lease of Real Property. She stated that we will need an agent from the board for the Summitville Addition project to act as paying agent for donor Mr. Ralph Hazelbaker.

Barbara Abernathy made a motion that the board appoint Brenda Carey to be the Restricted Gift Fund Paying Agent for the Hazelbaker addition project to oversee verification and payment of bills for the project. Beverly Austin seconded the motion and it passed.

Beverly Austin made a motion the meeting be adjourned.

Pam Bohlander  
Pam Bohlander, Sec'y.

Sharan Pace  
Barb Abernathy  
Beverly J. Austin

Jerry J. Hauser  
Linda Sizelove

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
September 9, 1996  
6:00PM  
Executive Session

## CALL TO ORDER

## CALL FOR QUORUM

## BUSINESS

1. Purchase or Lease of Real Property  
IC 5-14-1.5-6-(B) (2) (d)

## ADJOURN

Public Meeting  
6:30pm

## CALL TO ORDER

## CALL FOR QUORUM

## MINUTES

## CHECK REGISTER & CHECKS

## BUILDING REPORT

1. Report from Harold Etchison

## OLD BUSINESS

## NEW BUSINESS

1. Purchase or Lease of Real Property
  - a. Frankton
  - b. Summitville
  - c. Elwood
2. Communications Vendor

## DIRECTOR'S REPORT

## PUBLIC COMMENT

## ADJOURN

## PUBLIC COMMENT

## ADJOURN

GRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
-PAID AFTER BOARD MEETING-					
YROLL	00582	PAYROLL	10391.47	07-AUG-96	CHECKS 003994-004012
YROLL	00583	PAYROLL DEDUCTIONS	-5042.20	07-AUG-96	CHECKS 003994-004012
YROLL	00584	PAYROLL	10133.70	21-AUG-96	CHECKS 004014-004032
YROLL	00585	PAYROLL DEDUCTIONS	-4412.02	21-AUG-96	CHECKS 004014-004032
5733	00586	STAR FINANCIAL BANK	2716.78	19-AUG-96	FICA & FED. TAX - 8-21-96
5734	00587	INDIANA DEPARTMENT OF	812.73	21-AUG-96	STATE & COUNTY TAX - AUGUST
5735	00588	MADISON COUNTY SCHOOL	1407.69	21-AUG-96	
5736	00589	INDIANA DEFERRED COMPE	215.00	21-AUG-96	DEDUCTIONS - ANNUITY
--TOTAL--			16223.15		
-CURRENT EXPENDITURES-					
15737	00590	STAR FINANCIAL BANK	2744.50	04-SEP-96	FED. & FICA TAX - P/R 9-4-96
15738	00591	MADISON COUNTY SCHOOL EMPLOY	1406.05	04-SEP-96	CREDIT UNION DEDUCTIONS - 9-
15739	00592	INDIANA DEFERRED COMPENSATIO	215.00	04-SEP-96	ANNUITY DEDUCTIONS - 9-3-96
15740	00593	CITY OF ELWOOD NON-REVERTING	776.92	04-SEP-96	INS.PREM.-SEPT.(1 FAM., 1 SI
15741	00594	RADISSON PLAZA & SUITE HOTEL	97.90	04-SEP-96	RESERVATION - ILF/CYPD CONF.
15742	00595	INDIANA LIBRARY FEDERATION	170.00	04-SEP-96	2 RESERVATIONS - ILF/CYPD CO
15743	00596	AMERICAN ELECTRIC POWER	136.83	09-SEP-96	ELEC. LIGHT - SUMMIT., ELWOOD
15744	00597	AMERITECH	188.35	09-SEP-96	TELE. - ELWOOD
15745	00598	ARAB TERMITE & PEST CONTROL	21.00	09-SEP-96	PEST CONTROL
15746	00599	AUDIO VISUAL COMMUNICATIONS	156.00	09-SEP-96	SERV.AGREE. FOR OCT.
15747	00600	BAUERS	11.94	09-SEP-96	SUPPLIES - FRANKTON
15748	00601	BAKER & TAYLOR BOOKS	1823.91	09-SEP-96	BOOKS - ELWOOD, FRANKTON,SUM
15749	00602	CENTRAL IND.COMPUTER CONSULT	400.00	09-SEP-96	COMPUTER SERV. -2 MONTHS
15750	00603	CHRISTIAN BOOK STORE	918.36	09-SEP-96	BOOKS - FRANKTON, SUMMITVILL
15751	00604	CITY WATER & SEWAGE DEPT.	41.49	09-SEP-96	WATER - ELWOOD
15752	00605	ELWOOD PUBLISHING COMPANY IN	42.12	09-SEP-96	AD - BUDGET
15753	00606	DUO SUPPLY COMPANY	112.31	09-SEP-96	EQUIP., SUPPLIES
15754	00607	GAYLORD BROS.	446.92	09-SEP-96	SUPPLIES
15755	00608	GTE NORTH INDIANA OPERATIONS	120.04	09-SEP-96	TELEPHONE - FRANKTON
15756	00609	ANDERSON NEWSPAPERS INC.	78.00	09-SEP-96	NEWSPAPER SUBSCRIP. - ELWOOD
15757	00610	MORTON'S & SONS OF ELWOOD	7.46	09-SEP-96	SUPPLIES
15758	00611	INDIANA GAS COMPANY	102.17	09-SEP-96	GAS - ELWOOD, FRANKTON
15759	00612	INDIANAPOLIS NEWSPAPERS INC.	93.60	09-SEP-96	SUBSCRIP. - SUMMITVILLE
15760	00613	INDYNET	15.00	09-SEP-96	CATALOG
15761	00614	INFORMATION/REF.GROUP-DISTRI	130.58	09-SEP-96	BOOKS - ELWOOD
15762	00615	INGRAM DISTRIBUTION GROUP IN	93.91	09-SEP-96	BOOKS,VIDEOS, ELWOOD,FR. & S
15763	00616	JANE A. BECKLEY	2000.00	09-SEP-96	LEASE PNT. -OCT.96
15764	00617	KHART STORE (ANDERSON)	224.86	09-SEP-96	SUPPLIES,BOOKS, VIDEOS -SUMM
15765	00618	LIBRARY STORE INC., THE	500.40	09-SEP-96	SUPPLIES
15766	00619	LINDA KEMPER	7.00	09-SEP-96	MILEAGE
15767	00620	LUCENT TECHNOLOGIES	48.90	09-SEP-96	MAINT. - TELE.
15768	00621	MICHIE	39.11	09-SEP-96	BOOK - ELWOOD
15769	00622	HR. FAX	137.72	09-SEP-96	FAX PAPER - ELWOOD, FRANKTON
15770	00623	HCCORNACK PRINTING IMPRESSIO	56.00	09-SEP-96	ENVELOPES
15771	00624	MARVIN SAUBERT	120.00	09-SEP-96	LAWN CARE - SUMM.

LIBRARY BOARD OF TRUSTEES  
 Regular Meeting for Business  
 September 9, 1996  
 6:00pm

CALL TO ORDER

President Linda Sizelove called an executive meeting to order at 6:00pm Sept. 9, 1996 in the Elwood Library meeting room.

CALL FOR QUORUM

Other board members present were: Beverly Austin, Sharan Pace, Barbara Abernathy, Pam Bohlander. Director Kathi Wittkamper, Ass't. Adm. Jan Helpling and Clerk-of-the-Works Harold Etchison were also present.

BUSINESS

Discussion was held about a Communication Vendor for the new building. Kathi explained the reasons she would or would not select a particular vendor. She also explained where the money would come from for this expense.

Chris McComas from InterDesign was present to answer questions in regard to the selection of the vendor. He said there was \$10,000. set aside in the budget for this selection.

ADJOURNMENT

\_\_\_\_\_  
 Pamela Bohlander, Secretary

EXPENDITURES TO BE ALLOWED  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 09 SEP 96

PAGE 2

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
015772	00625	HIDWEST EXCHANGE	420.75	09-SEP-96	VIDEOS - FRANKTON, ELWOOD
015773	00626	OXHOOR HOUSE	28.91	09-SEP-96	BOOK - FRANKTON
015774	00627	QUALITY CUT LAWN CARE	10.00	09-SEP-96	LAWN CARE - FRANKTON
015775	00628	QUILL CORPORATION	48.86	09-SEP-96	OFFICE SUPPLIES
015776	00629	RANSAY BUSINESS PRODUCTS	207.50	09-SEP-96	SUPPLIES, MAINTENANCE
015777	00630	ROURKE PUBLISHING GROUP	59.70	09-SEP-96	BOOKS - ELWOOD CHILDRENS
015778	00631	REVCO D.S., INC.	29.26	09-SEP-96	OFFICE & CLEANING SUPPLIES
015779	00632	SENTIMENTAL PRODUCTIONS	33.45	09-SEP-96	VIDEO - ELWOOD
015780	00633	STAR FINANCIAL BANK	26.20	09-SEP-96	BOOK - FRANKTON
015781	00634	TOWN OF FRANKTON	193.50	09-SEP-96	WATER & ELEC. - FRANKTON
015782	00635	TROLL ASSOCIATES	13.15	09-SEP-96	BOOK - CHILDREN
015783	00636	UNITOG RENTAL SERVICES	50.20	09-SEP-96	RENTAL - CLEANING
015784	00637	AT&T	73.00	09-SEP-96	TELE. - ELWOOD
015785	00638	ILF CONFERENCE	374.00	09-SEP-96	REGISTRATION -DIST.8, 17 822
--TOTAL--			15052.83		
-----					
PRIOR MONTH TOTALS			16223.15		
CURRENT MONTH TOTALS			15052.83		
-----					
GRAND TOTALS			31275.98		

ALLOWANCE OF CLAIMS

WE HAVE EXAMINED THE CLAIMS LISTED ON THE FOREGOING REGISTER OF CLAIMS, CONSISTING OF 2 PAGES, AND EXCEPT FOR CLAIMS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH CLAIMS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF 31275.98. DATED 09-SEP-96.

*Sharan Pace* \_\_\_\_\_

*Annula Bollender* \_\_\_\_\_

*Linda Angler* \_\_\_\_\_

*Barb Abernathy* \_\_\_\_\_

COMMUNICATIONS VENDOR PROPOSAL

From: **3M / Local Technology**  
 Address: **1250 N. Meridian St. Ste 200**  
**Lehi, Utah 84042**  
 Phone: **801-933-2220, ext. 2222**

Contact: **Kimberly Dalton**  
 Fax: **1-800-330-1106**

Quantity & Description	Unit Price	Total
20, Cat 5 computer cable runs [Rm 108, 110, 115, 116, 9 in 118, 120, 123, 124, 130, 5 in 133, 4 in 134 (1 w/ electrical in floor under work island), 5 in 134A, 135, 16 in 136+137, 2 in 141; 1 from Rm 108 to Rm 109 in Rm 104]	PVC: \$55.00 Air Plenum: \$94.00	\$2695.00 \$4606.00
2 Ethernet Coax runs [1 from 20-port hub in 108 to Bibliofile server in 134A; 1 from 5 or 6-port hub in 104 to Bibliofile server in 134A]	PVC: \$67.00 Air Plenum: \$95.00	\$134.00 \$190.00
22, Cat 3 telephone-voice cable runs* [Rm 101 (pay station), 109 (restricted), 110, 116, 117, 120, 123, 124, 128, 130 (restricted), 133, 3 in 134, 134A, 135, 5 in 136]	PVC: \$48.00 Air Plenum: \$60.00	\$1056.00 \$1320.00
49, RJ45 - data	See Above	
22, RJ45 - voice	See Above	
46-port Level 5 patch panel	\$276.75	\$276.75
6 TV coax cable runs (Rm 108, 110, 115, 130, 134, 141,)	PVC: \$77.00 Air Pl: \$144.00	\$462.00 \$864.00
Centrex compatible, digital telephone system w/capacity for 6 C.O. & 16 station ports	Partner Plus System: \$3269.50 see attached proposal on system	
12 telephone sets [Rm 102 (wall-mount), 116, 117, 123, 124, 128 (wall-mount), 130 (wall-mount), 133, 134, 135, 2 in 136]		

Grand Total:  
 With PVC: \$7913.25  
 With Air Plenum: \$10546.00

#4-pair wire should accommodate telestate-data connections for FAX/modem in Rm 108, 115, 116, 3 in 118 (row on north wall), 120, 123, 130, 5 in 133, 4 in 134, 3 in 134A, 135, 4 in 137 (row on north wall), 6 in 138, 2 in 141.

Does this include installation and terminations of all cable on both ends?

Yes

Does this include all miscellaneous materials and labor necessary to install the above?

Yes

Will telephone sets/system provide/support the following?

Yes	No	
	X	Use one pair wires (sets) <i>system requires 2 pairs of wires</i>
X		Dual LED display
X		Programable stations for line display <i>None display</i> <i>Programming display</i>
X		Fully programable buttons
X		Compatible with single-line phones <i>patented technology, requiring no adapter for ringing devices</i>
X		Complete privacy
X		Speakerphone
X		Intercom
X		Conference call
X		Minimal quantity speed-dial
X		Surge protection
X		Battery back-up <i>Optional - not included in proposed pricing. single-line sets are operational during power outages (integrated into the system.)</i>
X		Live/remote programming & diagnostics by modem w/out service interruption <i>Optional - not included in proposed pricing</i>
X		Capability to integrate cordless phones allowing user complete access to all lines
X		Cabinet fits in Room 103A off the north entry, in restroom foyer

Please briefly describe your company.

See attached document: Why Buy AT&T? *[15 pages total FAX ed info]*

Briefly describe any warranties.

*One year on-site all parts + labor - \$52.00 @ mo. after 1st yr.  
4 hr response time for major repair issues; 24-hr for minor issues.*

See attached document: Installation and Maintenance

Briefly describe training for library staff and costs.

See attached document: Customer Training *Onsite initial training, video & voice mail support*

*Training costs are already included in the price for the communication system.*

Briefly describe maintenance/repair/support services and costs.

*Optional Remote Administration Unit - programming changes & diagnostics can be performed w/out site visit.*

See attached document: Installation and Maintenance

Briefly describe expansion capability of telephone system.

*2 CO + 6 system phones → 12 CO + 24 phones  
24/48 Max*

See attached document: Partner Plus Overview

Please direct questions to:

Kathi Wittkamper, Director, North Madison County Public Library System, 317/552-5001, for general information.

Chris McComas, The InterDesign Group, 317/263-9655, for information on building design, specifications, etc.

Harold Etchison, Clerk-of-the-Works for NMCPLS, or Chuck Capshaw, Project Superintendent for M.D.Rowe Construction, on-site at 317/552-8859, for information on construction progress, scheduling crews, etc.

Neil Troppman, BiblioFile, 1-800-325-7759, for information re:automated catalog/circulation system cabling, etc. It is essential for the local vendor to install correct and adequate support for this system.

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PAGE TWO

COMMUNICATION AND DATA SYSTEM  
FOR  
NORTH MADISON COUNTY PUBLIC LIBRARY

DESCRIPTION AND ITEMIZATION OF EQUIPMENT

PANASONIC 824 DIGITAL TELEPHONE SYSTEM  
SET UP TO SUPPORT 6 INCOMING LINES AND 16 TELEPHONES  
EXPANDABLE TO 8 INCOMING LINES AND 24 TELEPHONES

LIST OF EQUIPMENT

TELEPHONE

- 1 824 PANASONIC CONTROL CABINET
- 1 COMMON EQUIPMENT CARD
- 16 16 BUTTON FULLY PROGRAMMABLE TELEPHONES

TOTAL INVESTMENT FOR TELEPHONE SYSTEM INCLUDING ALL PARTS AND LABOR: \$3815

VOICE AND DATA CABLING  
*(Instead of 2 Ethernet)*

- 51 CAT #5 DATA CABLE RUNS FOR VOICE AND DATA
- 22 CAT #3 VOICE CABLE RUNS
- 49 RJ45 CAT #5 JACKS FOR DATA
- 22 RJ45 CAT #3 JACKS FOR VOICE
- 48 PORT PATCH PANEL
- 6 RG6 COAX CABLE RUNS FOR TV

TOTAL INVESTMENT FOR ALL DATA CABLING INCLUDING ALL PARTS AND LABOR: \$3995

*Grand Total \$7810 -*

QUESTIONS AND ANSWERS

1. Does this include installation and terminations of all cable on both ends? **yes**
2. Does this include all miscellaneous materials and necessary to install the above? **yes**
3. Will telephone system support the following?
  - A. One pair of wires?(sets) **yes**
  - B. Dual LED display? **yes**
  - C. Programmable stations for line display? **yes**
  - D. Fully programmable buttons? **yes**

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PAGE THREE

- E. Compatible with single line phones? yes
  - D. Complete privacy? yes
  - E. Speakerphone? yes
  - F. Intercom? yes
  - G. Conference Call? yes
  - H. Minimal quality speed dial? yes-200 system wide
  - I. Surge protection? yes
  - J. Battery back-up? yes
  - K. Live/remote programming & diagnostics by modem without service interruption? yes-including service calls
  - L. Capability to integrate cordless phones allowing user complete access to all lines? yes
  - F. Cabinet fits in room 103A off the entry, in restroom foyer? yes
4. Briefly describe your company? please see intro letter on the first page.
5. Briefly describe any warranties?  
\* Our unique warranty lasts for 5 years (All cabling including materials and labor is covered for five years and our Panasonic phone system includes one year for labor and 5 years on parts.
6. Briefly describe training for the library staff and costs.  
\* Unlimited training for library staff for the first Ninety days or until everyone is satisfied.  
\* Customer contact once a month for the life of the system
7. Briefly describe maintenance, repair, support services and costs. Our service guarantee states that we will respond to a total system failure (Where whole system is down) within 2 (guaranteed) hours, and any other service request within 24 hours. \$65@hr - 1 hr min
8. Briefly describe expansion capability of the telephone system? The expansion capability allows for a maximum of 8 lines and 24 telephones. \$16.50@15 min

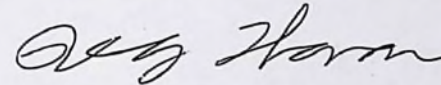
9/9/96  
Kathi Whittkamper  
North Madison County Public Library  
124 North 16th Street  
Elwood In. 46036

In spite of the interaction we have had I would like to formally introduce you to Midwest Telephone Company Inc. and explain why we feel we would be an excellent choice of an interconnect company. We are one of the most successful mid size interconnects in the state, providing trained and experienced service people for all the systems we install. We are big enough to provide quick response in case of emergencies, and occasional service needs. Yet not so big that our customers are just another number that means nothing after the initial sale.

Midwest Telephone Company Inc. has Ben in business for 12 years and presently service over 2,000 customers throughout the state of Indiana. We specialize in communication systems for voice and data.

If you have any questions or would like any additional information please do not hesitate to call.

Sincerely,  
Midwest Telephone Company Inc.



Reg Thoman  
Systems Consultant



COMMUNICATIONS VENDOR PROPOSAL

Firm: TSI Communication Systems, Inc. Contact: Karen M. Dragoo  
 Address: 3601 N. Briarwood Lane, Muncie, IN 47304  
 Phone: 1-800-783-5374 Fax: 1-317-282-5988  
 1-317-282-5857

Quantity & Description	Unit Price	Total
49, Cat 5 computer cable runs [Rms 108, 110, 115, 116, 9 in 118, 120, 123, 124, 130, 5 in 133, 4 in 134 (1 w/ electrical in floor under work island), 3 in 134A, 135, 16 in 136+137, 2 in 141; 1 from Rm 123 to hub in Rm 134]		
2 Ethernet Coax runs [1 from 20-port hub in 138 to Bibliofile server in 134A; 1 from 5 or 6-port hub in 134 to Bibliofile server in 134A]		
22, Cat 3 telephone-voice cable runs* [Rms 101 (pay station), 108 (restricted), 110, 116, 117, 120, 123, 124, 128, 130 (restricted), 133, 3 in 134, 134A, 135, 6 in 138]		
49, RJ45 - data		
22, RJ45 - voice		
48-port Level 5 patch panel		
6 TV coax cable runs (Rms 108, 110, 115, 130, 134, 141,)		
Centrex compatible, digital telephone system w/capacity for 6 C.O. & 16 station ports		
12 telephone sets [Rm 108 (wall-mount), 116, 117, 123, 124, 128 (wall-mount), 130 (wall-mount), 133, 134, 135, 2 in 138]		

Grand Total: \$8,975.00

\*4-pair wire should accommodate telephone-data connections for FAX/modem in Rm 108, 115, 116, 3 in 118 (row on north wall), 120, 123, 130, 5 in 133, 4 in 134, 3 in 134A, 135, 4 in 137 (row on north wall), 6 in 138, 2 in 141.

Does this include installation and terminations of all cable on both ends?

Yes

Does this include all miscellaneous materials and labor necessary to install the above?

Yes

Will telephone sets/system provide/support the following?

Yes	No	
*		Use one pair wires (sets)
*		Dual LED display
*		Programable stations for line display
*		Fully programable buttons
*		Compatible with single-line phones
*		Complete privacy
*		Speakerphone
*		Intercom
*		Conference call
*		Minimal quantity speed-dial
*		Surge protection
*		Battery back-up
*		Live/remote programming & diagnostics by modem w/ou service interruption
*		Capability to integrate cordless phones allowing use complete access to all lines
*		Cabinet fits in Room 103A off the north entry, i restroom foyer

# MOOREHEAD COMMUNICATIONS

P.O. Box 717 \*2509 W. 2nd St. \*Marion, IN 46952 \*317-662-6226 \*Fax 317-651-2010

September 9, 1996

Telephone System Quote For:

North Madison County Public Library System  
124 North 16th Street  
Elwood, IN 46036-1598

	Unit Price	Total
49 Category 5 Computer Cable Runs	\$ 56.00	\$ 2,450.00
2 Ethernet Coax Cable Runs	\$ 75.00	\$ 150.00
22 Category 3 Telephone Cable Runs	\$ 40.00	\$ 880.00
49 RJ45 Data Jacks	\$ 6.00	\$ 295.00
22 RJ11 Voice Jacks	\$ 3.18	\$ 70.00
1 48 Port Patch Panel	\$ 300.00	\$ 300.00
6 Coax Cable Runs for Televisions	\$ 75.00	\$ 450.00
1 Vodavi Centrex Compatible, Digital Telephone System equipped for 8 (eight) Central Office Lines and 16 Stations, 1 Vodavi 33 Button Display Speakerphone, 11 Vodavi 33 Button Standard Speakerphones.		\$ 6,090.00
2 Two year warranty on parts and labor		
Installation and Training		
Sub Total for Wiring, Terminating, Installation, and Equipment End Training.		\$10,685.00

Please briefly describe your company.

TSI Communication Systems, Inc. has been in the telecommunications industry since 1980 and an authorized vender for Toshiba telecommunication products since 1983. *Muncie Pk - good service/support, very easy to use  
Tipton Ford - very good service, older system has had some phones quit working - had a new one the next day*

Briefly describe any warranties.

Toshiba provides one year warranty on the key service unit and two years on the telephone sets. TSI also honors the same warranty periods on the labor for the above equipment.

Briefly describe training for library staff and costs.

TSI Communication Systems provides free of charge full system training and instruction on location for staff and employees.

Briefly describe maintenance/repair/support services and costs.

TSI Communication Systems offer 24-hour, 7-day a week repair service on our equipment. We also guarantee 2-hour emergency repair service, Monday through Friday between 8:00 a.m. and 5:00 p.m. Our labor rate is \$42.00 per hour

Briefly describe expansion capability of telephone system.

The Toshiba telephone system will accommodate (8) telephone lines and (16) telephone sets. Toshiba telephones can migrate to a larger key service unit if your library were to expand. You never have to throw out existing telephones and start over!

Please direct questions to:

Kathi Wittkamper, Director, North Madison County Public Library System, 317/552-5001, for general information.

Chris McComas, The InterDesign Group, 317/263-9655, for information on building design, specifications, etc.

Harold Etchison, Clerk-of-the-Works for NMCPLS, or Chuck Capshaw, Project Superintendent for M.D.Rowe Construction, on-site at 317/552-8859, for information on construction progress, scheduling crews, etc.

Neil Troppman, BiblioFile, 1-800-325-7759, for information re:automated catalog/circulation system cabling, etc. It is essential for the local vendor to install correct and adequate support for this system.



# MOOREHEAD COMMUNICATIONS

P.O. Box 717 \*2509 W. 2nd St. \*Marion, IN 46952 \*317-662-6226 \*Fax 317-651-2010

\*4-pair wire should accomodate telephone-data connections for FAX/modem.

Does this include installation and termination of all cable on both ends?  
YES

Does this include all miscellaneous materials and labor necessary to install the above?  
YES

Will telephone sets/system provide/support the following?

YES | NO

- x Use one pair wires (sets)
- x Dual LED display
- x Programmable stations for line display
- x Fully programmable buttons
- x Compatible with single-line phones
- x Complete privacy
- x Speakerphone
- x Intercom
- x Conference call
- x Minimal quality speed-dial
- x Surge protection
- x Battery back-up
- x Live/remote programming and diagnostics by modem w/out service interruption
- x Capability to integrate cordless phones allowing user complete access to all lines
- x Cabinet fits in Room 103A off the north entry, in restroom foyer



# MOOREHEAD COMMUNICATIONS

P.O. Box 717 \*2509 W. 2nd St. \*Marion, IN 46952 \*317-662-6226 \*Fax 317-651-2010

Please briefly describe your company.

Full service interconnect dealing in voice, data, & video applications.  
See attached information. *13 yrs*

Briefly describe any warranties.

Standard 2 year warranty on parts and labor supplied by Moorehead Communications.

Briefly describe training for library staff and costs.

Training is done on customer site before system implementation and also after installation. Training will continue until customer is adequately comfortable with system. There is no charge for training at any time in the future, as long as customer remains a Moorehead Communications, Inc. client.

Briefly describe maintenance/repair/support services and costs.

Moorehead Communications is responsible for all equipment failures for the 2 year warranty period. Repairs, when needed, will be handled by our factory-certified service staff. Current service rates are \$59.00 per hour. This rate is billed in 15 minute increments after the first hour.

Briefly describe expansion capability of telephone system.

The system is capable of expanding to 14 central office lines and 28 digital stations. All phones are capable of migrating to a larger cabinet with an expansion capability of 216 ports.



## COMMUNICATIONS VENDOR PROPOSAL

Firm: KLF Business Communications Contact: Matt Chapala

Address: 5520 West 76th Street  
Indianapolis, IN 466268 Fax: 317-471-6717

Phone: 1-800-999-2553 ext. 6451

	<u>Unit Price</u>	<u>Total</u>
49, Cat 5 computer cable runs(Rms 108, 110, 115,116, 9 in 118, 120, 123, 123, 130, 5 in 133, 4 in 134 (1 w/ electrical in floor under work island), 3 in 134A, 135, 16 in 136 _ 137, 2 in 141; 1 from Rm 123 to hub in Rm 134)	\$ 205.00	\$ 10,039.00
2 Ethernet Coax runs (1 from 20-port hub in 138 to Bibliofile server in134A; 1 from 5 or 6-port hub in 134 to Bibliofile server in 134A)	\$ 130.00	\$ 260.00
22, Cat 3 telephone-voice cable runs* (Rooms 101, (pay station), 108 (restricted), 110, 116, 117, 120, 123, 124, 128, 130 (restricted), 133, 3 in 134, 134A, 135, 6 in 138)	\$ 117.00	\$ 2,581.00
49, RJ45 - data		
22, RJ45 - voice		
48-port Level 5 patch panel	\$ 358.00	\$ 358.00
6 TV coax cable runs (rms 108, 110, 115, 130, 134, 141)	\$ 115.00	\$ 690.00
Centrex compatible, digital telephone system with capacity for 6 C.O. & 16 station ports	\$ 2,421.00	\$ 2,421.00
12 telephone sets (Rm 108 (wallmount), 116, 117, 123, 124, 128(wallmount), 130 (wallmount), 133, 134, 135, 2 in 138)	\$ 350.00	\$ 4,200.00
Total Retail		\$ 20,549.00
35% Discount		\$ 7,192.00
Grand Total		<u>\$ 13,387.00</u>

\*\* 4-pair wire should accommodate telephone - data connections for FAX/modem in Rm 108, 115, 116, 3 in 118 (row on north wall), 120, 123, 130, 5 in 133, 4 in 134A, 135, 4 in 137 (row on north wall), 6 in 138, 2 in 141.

Does this includes installation and terminations of all cable on both ends?

Yes

Does this include all miscellaneous materials and labor necessary to install the above?

Yes

Will telephone sets/ system provide / support the following?

Yes	No	
Y		Use one pair wires (sets)
Y		Dual LED display
Y		Programmable stations for line display
Y		Fully programmable buttons
Y		Compatible with single-line phones
Y		Complete privacy
Y		Speakerphone
Y		Intercom
Y		Conference call
Y		Minimal quantity speed-dial
Y		Surge protection
Y		Battery back-up
Y		Line/remote programming & diagnostics by modem without service interruption
Y		Capability to integrate cordless phones allowing user complete access to all lines
Y		Cabinet fits in Room 103A off the north entry, in restroom foyer

Please briefly describe your company.

KLF is a full service communication vendor with 5 offices statewide, and 250 employees. KLF is mainly a telephone provider but, also videoconfering, data systems, wide area & local area networks.

-(Warranty info omitted)

Briefly describe training for library staff and costs.

Full training for all users is provided in this quote.

Briefly describe maintenance/repair/support services and costs.

The yearly maintenance for this system is \$ 594 limited 8-5 Monday - Friday. Service is from our Indianapolis office. Service calls are \$85.00 first hour and \$55.00 following hours. Service provided with remote access device is billable per 15 minutes of time.

Briefly describe expansion capability of telephoen system.

Fully digital telephone system, all phones are speaker phones with displays. They are very easy to use but, also feature rich. To expand system to the next level 8x24 wouls cost \$3,100.00.

Please direct questions to:

Kathi Wittkamper, Director, North Madison County Public Library System, 317-552-5001, for general information.

Chris McComas, The InterDesign Group, 317-263-9655, for information on building design, specifications, etc.

Harold Etchison, Clerk-of-the-Works for NMCPLS, or Chuck Capshaw, Project Superintendent for M.D.Rowe Construction, on-site at 317-552-8859, for inforamtion on construction progress, scheduling crews, etc.

Neil Troppman, BiblioFile, 1-800325-7759, for information re:automated catalog/circulation system cabling, etc. It is essential for the local vendor to install correct and adequate support for this system.



7301 East 90th Street  
Suite 111  
Indianapolis, IN 46256  
(317) 576-0332  
Fax (317) 842-0278

North Madison County Public Library System  
Kathi Wittcamper  
124 North 16th Street  
Elwood, IN 46036  
(317)/552-5001  
Fax: (317)/552-0955

### Equipment Description Schedule

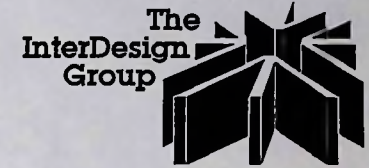
Quantity and Description	Unit Price	Total
1. 49 Category 5 computer cable runs (cable supplied by Bibliofile)	\$143.00	\$7,007.00
2. 2 Ethernet Category 5 cable runs	\$188.00	\$376.00
3. 22 Category 3 Voice/Modem cable runs	\$115.00	\$2,530.00
4. 49 RJ45 Data Jack Inserts	\$12.00	\$588.00
5. 22 RJ45 Voice Jack Inserts	\$10.00	\$220.00
6. 1 48 Port Patch Panel with Wall Mount Bracket	\$476.00	\$476.00
7. 6 TV Coax cable runs	\$200.00	\$1,200.00
8. 1 Norstar 6 C.O. lines and 16 Station Capability and peripheral equipment	\$2,033.00	\$2,033.00
9. 12 Telephone Sets including 2 wall mounts	\$226.00	\$2,712.00
	Sub Total	\$17,142.00
	Discount	\$1,714.00 (Current AT+T telephone sc
	<b>Grand Total</b>	<b>\$15,428.00</b>

Does this include installation and termination of all cables on both ends? Yes, all cables will be installed, terminated and certified on both ends.

Does this include all miscellaneous materials and labor necessary to install the above listed items? Yes, all material and labor is included in this quote. However, Bibliofile is supplying all Level 5 cable. CPI will install, terminate and certify all cable locations.

Will telephone sets/system provide and support the following?

- Use on pair wires: yes
- Dual LED display: yes
- Programmable stations for line display: yes
- Fully programmable buttons: yes
- Compatible with single line phones: yes
- Complete privacy: yes
- Speakerphone: yes
- Intercom: yes



- Conference Call: yes, 3 Way conference call
- Speed dial: 70 speed dial numbers system wide, 20 per phone
- Surge protection: yes
- Battery back-up: yes
- Live/remote programming & diagnostics by modem without service interruption: yes
- Capability to integrate cordless phones allowing user complete access to all lines: yes
- Cabinet fits in Room 103A off the north entry: yes

Briefly describe your company.

CPI is a minority owned company, and has been serving Indiana businesses for over 14 years. Noblesville and Fishers Libraries are part of CPI's existing customers. CPI is the largest independent authorized Nortel distributor in Indiana. CPI's projected income for 1996 is \$20 million. CPI has 6 certified Nortel technicians on staff, and 8 CNE engineers. *Customer service & technicians very pleasant and responsive - phone system is quick & easy to learn.*

Briefly describe any warranties.

There is a one year parts and labor warranty on all Telephone equipment. Cable warranties are 25 years from Ortronics against manufactures defects.

Briefly describe training for library staff and costs.

Training shall be done before the library opens in groups of approximately 8 people. CPI is in the process of implementing further specialized training at our facility for one to two individuals at a later time. All costs of training described above is included in the costs of the new Telephone equipment. Any training after the initial period, the fees are \$60.00 per hour.

Briefly describe maintenance/repair/support services and costs.

Routine maintenance is done through a modem connection between CPI and NMCPLS. Any repairs that are done after the initial year NMCPLS will be charged any applicable hardware costs and the first hour of labor at \$60.00 @ hour and a \$15.00 truck charge. The second hour of labor is charged in 15 minute increments at \$60.00 @ hour. The diagnostic modem will allow CPI to make programming changes from our facility at \$1.00 @ minute (15 minute minimum).

Briefly describe expansion capabilities of the Telephone system.

This system can not expand beyond 6 lines and 16 stations. However, if NMCPLS were to outgrow the system all telephones and peripheral equipment can be reused. A different KSU (Key Service Unit) would need to be installed.

**TRANSMITTAL**

DATE: 20 August, 1996  
 PROJECT: Elwood Public Library IDG #950017 Total Architectural Development  
 TO: North Madison County Public Library System  
 124 North 16th Street  
 Elwood, IN 46036-1598

- WE TRANSMIT  Herewith  Per Your Request
- FOR YOUR  Approval  Use  Resubmission  
 Review/Comment  Record
- THE FOLLOWING  Original  Change Order  Samples  
 Drawings  Shop Drawings  Contracts  
 Computer Disk  Specifications  Product Literature

Copies	Date	Description
3		Change Order No. 6 to M. D. Rowe Construction

Remarks:

Please sign and date all copies. Retain one for your files. Return two to this office for further distribution. Thank you.

By: Al Cox, Construction Administration

Cc: File 950017

# Change Order

AIA Document G701 - *Electronic Format*

OWNER [ ]  
ARCHITECT [ ]  
CONTRACTOR [ ]  
FIELD [ ]  
OTHER [ ]

PROJECT:  
*(name, address)*  
North Madison County Public Library System  
Elwood Public Library  
16th & Main Street  
Elwood, Indiana 46036

TO CONTRACTOR:  
*(name, address)*  
M. D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250

The Contract is changed as follows:

1. Furnish all labor, material and equipment to complete the work and revisions described by Proposal Requests Nos. 4 and 7, copies attached, for the sum of \$4,741.00.
2. Unforeseen condition, remove below grade concrete to install parking lot light pole bases.  
Add \$269.00

Total add: \$5,010.00

CHANGE ORDER NUMBER: 06  
DATE: 12 July 1996  
ARCHITECT'S PROJECT NO: 950017  
CONTRACT DATE: Nov. 14, 1995  
CONTRACT FOR: All Construction

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum)(Guaranteed Maximum Price) was	\$2,118,000.00
Net change by previously authorized Change Orders	\$15,995.00
The (Contract Sum)(Guaranteed Maximum Price) prior to this Change Order was	\$2,133,995.00

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

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Electronic Document Service G701-1987 1

The (Contract Sum)(Guaranteed Maximum Price) will be (increased)(decreased)(unchanged) by this Change Order in the amount of \$5,010.00

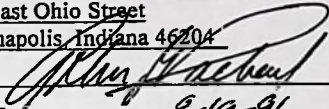
The new (Contract Sum)(Guaranteed Maximum Price) including this Change Order will be \$2,139,005.00

The Contract Time will be (increased)(decreased)(unchanged) by (0) days.

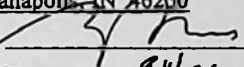
The date of Substantial Completion as of the date of this Change Order therefore is unchanged

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

ARCHITECT  
Address  
The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

BY   
DATE 8-19-96

CONTRACTOR  
Address  
M.D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250

BY   
DATE 8-14-96

OWNER  
Address  
North Madison Co. Public Library System  
124 N. 16th Street  
Elwood, IN 46036  
BY Francis Hoffma  
DATE Sept. 13, 1996

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Electronic Document Service G701-1987

**MD Rowe**  
**CONSTRUCTION INC.**  
GENERAL CONTRACTORS/CONSTRUCTION MANAGERS

AL COX

FROM : CROSSROADS AC

JUN. 7. 1996 8:52AM P 2  
PHONE NO. : 317 7834033

July 2, 1996

The Interdesign Group  
141 East Ohio Street  
Indianapolis, Indiana 46204

Att: Al Cox

RE: P.R. # 07 & P.R.# 04

Dear Al,

The following is the cost associated with the referenced proposal requests;
















1. P.R. 04	
a. Original approved amount	\$ 1,300.00 ✓
b. Credit to delete soffit louver Per note #20 of P.R. # 07	(300.00)
<b>TOTAL ADD</b>	<b>\$ 1,000.00</b>

2. P.R. # 07	
a. Crossroads additional M&L per Attached breakdown	\$ 3,813.00
b. Crossroads credit for # 20	(890.00)
c. Engineering time to modify trusses at Column line B between 7&8 Powell truss 8 MH @ \$55.00	440.00
d. Modify drywall at 16 locations for Transfer grills 16 MH @ \$ 23.64	200.00

5% MDR OH&P \$2,941.00  
 TOTAL SUBCONTRACTOR ADD \$ 4,138.00  
 -197.00-  
 3563.00  
 178.00  
 3,741.00

**Elwood Public Library**  
**Proposal Request No. 7**  
**IDG 950017**

Reference Drawings M2.1, M2.2 and M3.2 revised 5/21/96

- NC 1  Revise 42" x 72" x 60"H supply air plenum at AHU-1 to be 42" x 42" x 60"H. Reference revised Drawing M3.3.
- NC 2  Delete transition and 32" x 18" ductwork between VAV-02 and VAV-03. Extend 40" x 18" ductwork to transition downstream of VAV-03. Reference revised Drawing M2.1.
- SEE VAV CHANGE 3  Revise VAV-08 and associated ductwork as follows: Increase VAV-08 from size 5 to size 6, 405 CFM max., 250 CFM min., 13.6 MBH heating, 2 row coil, 6" inlet. Add 6" x 6" supply grille (type SG-2) to Computer Room, 134A. Add 6" x 6" ductwork and volume damper to grille. Revise 8" x 10" ductwork downstream of VAV-08 to 10" x 10". Reference revised Drawing M2.1
- NC 4  Locate transition from 8" x 12" duct to 8" x 10" duct downstream of elbow between VAV-11 and VAV-12. Reference revised Drawing M2.1.
- 5  Revise 4" x 12" ductwork on low pressure side of VAV-03 to 6" x 12". Reference revised Drawing M2.1.
- NC 6  Revise 4" x 12" ductwork on low pressure side of VAV-05 to 6" x 12". Reference revised Drawing M2.1.
- NC 7  Revise VAV-09 low pressure ductwork; to locate volume dampers in accessible ceiling. Reference revised Drawing M2.1.
- 8  Revise VAV-16 and associated ductwork as follows: increase VAV-16 from size 10 to size 12, 1330 CFM max., 800 CFM min., 43.4 MBH heating, 2 row coil, 12" inlet. Revise 20" x 10", 14" x 10", 12" x 10", 8" x 10" and 4" x 10" ductwork to be 20" x 12", 14" x 12", 12" x 12", 12" x 10" and 6" x 10" on low pressure side of VAV-16. Reference revised Drawing M2.1.
- + VAV BOX CHANGE 8 
- + 65 9  Revise 14" x 10", 12" x 10", 8" x 10" and 4" x 10" ductwork on low pressure side of VAV-17 to be 14" x 12", 12" x 12", 12" x 10" and 6" x 10". Reference revised Drawing M2.1.
- NC 10  In Men 102, Women 103, and Janitor 104, revise all 4" x 6" ducts to 6" x 6". Reference revised Drawing M2.1.
- NC 11  In Boys 125, Girls 126, Janitor 127 and Toilet 129, revise all 4" x 6" ducts to 6" x 6". Reference revised Drawing M2.1.
- SEE GRILLE CHANGE 12  Replace "Diffusers, Grilles, and Registers Schedule" on Drawing M3.1 with "Linear Slot Diffuser Schedule" and "Grilles and Registers Schedule". Reference revised Drawing M3.3. Revise floor plan diffuser tags throughout Reference revised Drawing M2.1.
- + 520 13  Revise linear slot diffusers at bulkhead to be linear bar diffusers (type SG-1) provide sheetmetal connection to back of diffuser. Mount diffuser in side wall such that bar deflection directs air toward ceiling. Refer to Architectural Drawings for bulkhead framing detail. Reference revised Drawing M2.1.
- SEE GRILLE 14  Provide return grille (Type RG-2) in ceiling. Typical for Lobby 101 and Vestibule 132. Reference revised Drawing M2.1.



JUN. 7. 1996 8:53AM P 3  
PHONE NO. : 317 7834033

FROM : CROSSROADS AC

NC  $\triangle$  15

Duct size clarification: Ductwork between 20" x 12" main and VAV-09 shall be 20" x 12". Reference revised Drawing M2.1.

NC  $\triangle$  19

Duct size clarification: Ductwork downstream of VAV-02 shall be 18" x 10". Reference revised Drawing M2.1.

NC  $\triangle$  17

Extend 28" x 24" return air ductwork to allow for relocation of 20" x 16" ducts to chase on either side of Circulation/Reference 138. Drop 20" x 16" duct down in chase and connect to 16"W x 20"H opening in chase wall (Typical of 2). Provide grille (Type RG-3) in wall below display case. Mount centerline of grille at +24" AFF. Paint cavity behind grille flat black. Revise plan note 14 to reflect above changes. Reference revised Drawing M2.1.

SEE GRILLE CHANGE

\$  $\triangle$  18

+1173<sup>00</sup>

Revise 48" x 22" outside air ductwork to avoid conflict with roof joists. Split duct into two 18"W x 30"H ducts extending to soffit louver. Slope duct with structure between joists. Provide sheetmetal plenum on back of louver for duct connection. Relocate motorized outside air dampers. Revise plan note 5 and plan note 12 to reflect above changes. Reference revised Drawing M2.1. Note: This item supersedes corrections made in ASI No. 5 dated 20 March 1996.

NC  $\triangle$  19

Revise 36"W x 24"H return air motorized damper to be 48"W x 22"H. Reference revised Drawing M3.3. Revise plan note 11 to reflect above changes. Reference revised Drawing M2.1.

\$  $\triangle$  20

-890<sup>00</sup>

Delete 22" x 48" relief air ductwork from attic above Corridor 131 and Vestibule 132. Delete soffit louver. Relocate motorized damper to attic air stop wall. Provide ductwork to extend from air stop and damper down into ceiling plenum below attic. Delete plan note 6 and plan note 8. Revise plan note 13 to reflect above changes. Reference revised Drawing M2.1. Note: This item supersedes corrections made in ASI No. 5 dated 20 March 1996.

$\triangle$  21

Plan note clarification: Revise plan note 7 to read as follows:

- 7. Connect 14" x 10" ductwork to outside air intake louver. Refer to architectural drawing for exact size location of louver. Approximately size is 1'-4" x 2'-0".

Reference revised Drawing M2.1.

Provide transfer opening. Revise Plan Note 2 to read:

- 2. 10" x 20" transfer air opening in wall above ceiling.

Reference revised Drawing M2.1

Reroute piping to avoid Electrical Room 112 and Book Drop 105. Reference revised Drawing M2.2

NC  $\triangle$  22

\$  $\triangle$  23

+1091<sup>00</sup>

Items with no drawing changes:

- NC \* Revise AHU-1 total static pressure to be 3.56 in.
- NC \* Revise VAV-03 maximum air quantity to be 1370 CFM.
- NC \* Revise EF-1 exhaust air quantity to be 535 CFM.
- NC \* Revise EF-2 exhaust air quantity to be 300 CFM.

AHU SHIPPED. COULD REQUIRE DRIVE CHANGER

\$623<sup>00</sup> ADD FOR TWO (2) VAV BOXES (ORIGINAL ALREADY SHIPPED) AND  $\triangle$  8

JUL. 1. 1996 1:42PM P 1  
PHONE NO. : 317 7834033

CROSSROADS AC

### Crossroads Airconditioning Corporation

\*\*NEW ADDRESS\*\*

3510 S. Keystone Ave. Suite A Indianapolis, IN 46227

Voice (317) 783-3306  
FAX (317) 783-4033

#### FAX MESSAGE

Sheet 1 of 4

TO: M.D. ROWE CONSTRUCTION

FROM: LEN STUCK

DAVID GINN

SUBJECT: ELWOOD LIBRARY

DATE: 7/1/96

PROPOSAL REQUEST #7 COST BREAKDOWN PER REQUEST

$\triangle$  VAV 16 INCREASE DUCT SIZE 42 LINEAL FEET

METAL \$13

FABRICATION 2 1/2 HR 19

ERECTION 2 HR 57

INSULATION MATERIAL 15

\$104

+15% OH/P 16

+ \$120<sup>00</sup>

+VAV BOX PRICE

$\triangle$  VAV 17 INCREASE DUCT 38 LF

METAL 10

FAB 10

ERECT 29

INSULATION 8

\$57

+15% OH/P 8

+ \$65<sup>00</sup>

JUL. 1. 1996 1:43PM P 2  
PHONE NO. : 317 7834033

CROSSROADS AC

2.14

ROOM CROSSROADS AC

JUL. 1. 1996 1:44PM P 3  
PHONE NO. : 317 7834033

3.1

13 REVISE SLOT DIFFUSER FAB/INSTALL BOOTES

METAL/INSULATION		\$49	
FABRICATE	3R	86	
ERECT	3R	86	
INSULATE		<u>57</u>	
		\$278	
+15% OH/P		<u>42</u>	
		\$320	
+GRUE PRICE CHANGE			

18 REVISE OA DUCT

FAB DUCT	4R	114	
ERECT DUCT	13R	371	
INSULATEDUCT	6R	171	
INSULATION MATERIAL		<u>48</u>	
		\$704	
+15% OH/P		<u>106</u>	
		\$810	

+ Temp Control Change/Dumps	+ 346	
+5% OH/P	<u>17</u>	
	363	
TOTAL ADD	\$1173 <sup>00</sup>	

14.3 00

20 REVISE RELIEF DUCT

DELETE	31 HOURS	
ADD	<u>14 HOURS</u>	
NET DEDUCT	17 HOURS @ \$28.57/H	486

DELETE METAL/INSUL	\$388
ADD METAL/INSUL	<u>100</u>

NET DEDUCT	<u>288</u>
------------	------------

+OH & PROFIT 774  
116

NET DEDUCT (\$890<sup>00</sup>)

23 REPAIR HYDRONIC GROUND ELECTRIC ROOM

40' PIPE/FITTING	\$38
2 HOURS LABOR	<u>57</u>
	95
+15% OH/P	<u>14</u>

NET ADD \$109<sup>00</sup>

JUL. 1. 1996 11:41PM P. 1  
PHONE NO. : 317 7034053

4 | 4

TO ADD FOR TWO (2) VAV BOXES  
(ORIGINAL ALREADY SHIPPED) FOR  $\Delta 3$  AND  $\Delta 8$

Price Add \$ 542.00  
+ 15% OH/P 81  
NET ADD \$ 623.00

TO CHANGE GILLES (REGISTER SPECIFICATION)  
FOR  $\Delta 12$   $\Delta 14$  &  $\Delta 17$

Price Add \$ 1220.00  
+ 15% OH/P 183

NET ADD \$ 1403

+  
185.00  
1493.00  
109.00  
2026.00  
2513.00

-  
890.00

+ 2026.00

al

# Proposal Request

AIA Document G709 - Electronic Format

OWNER [ ]  
ARCHITECT [ ]  
CONSULTANT [ ]  
CONTRACTOR [ ]  
FIELD [ ]  
OTHER [ ]

PROJECT:  
(Name and address)  
Elwood Public Library

OWNER:  
(Name and address)  
North Madison County  
Public Library Systems (NMCPLS)  
Leasing Corporation

TO CONTRACTOR:  
(Name and address)  
M. D. Rowe Construction, Inc.  
7465 E. 82nd Street  
P.O. Box 502738  
Indianapolis, In 46250  
Attn: Mr. David Ginn, w/attachments

PROPOSAL REQUEST NO.: 04

DATE OF ISSUANCE: 15 March 1996

CONTRACT FOR: General Construction

CONTRACT DATED: November 14, 1995

ARCHITECT'S PROJECT NUMBER: 959017

ARCHITECT:  
(Name and address)  
The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within 10 days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

THIS IS NOT A CHANGE ORDER, CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

### Description:

(Insert a written description of the Work.)

**Provide all material to make the following revisions to Sheet M2:**

It was never the design intent for the "Architect" to provide the louvers described in Notes 5, 6, & 7. The note was to refer the contractor to the architectural drawings. However, this could not have been reasonably inferred

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from the information provided and pursuant to the General Conditions AIA 201 these louvers shall be provided as an additional cost to the Owner.

Therefore, please quote the cost to provide a 1-1/2" horizontal louver similar to C/S 1321 in baked enamel-white for 72" x 48" and 48" x 48" openings as specified in Section 10200, a 1'-4" x 2'-4" louver in custom color to match other louvers to be provided under base bid.

Attachments:

(List attached documents that support description.)

M. D. Rowe Construction, Inc.'s letter of 3/11/96. RE: Louvers by David Ginn and copy of Drawing M2.1 Notes.

REQUESTED BY:

(Signature)

Al Cox, Construction Administration

cc:

Kathi Wittkamper, Director NMCPPLS, w/attachment

Don Hill, NMCPPLS Leasing Corp., w/attachment

Harold Etchison, NMCPPLS, Clerk of Works, w/attachment

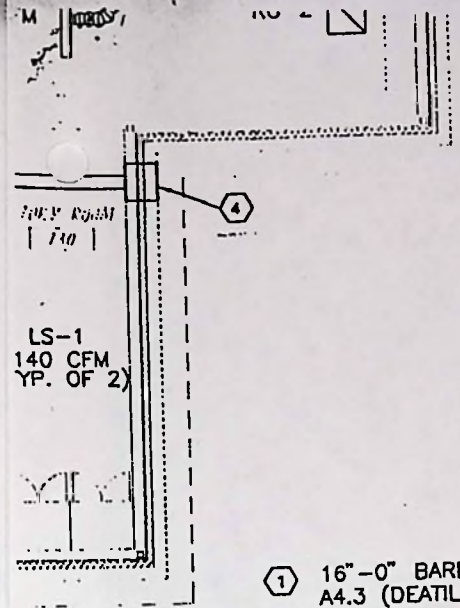
Joel Blum, IDG

Chris McComas, IDG

Les Koellina, IDG

File 950017 w/attachment

(Printed name and title)



#1  
FCU-4.

1  
er air damper both by

- ① 16"-0" BARE FIN TUBE RADIATION. SEE ARCHITECTURAL SHEET A4.3 (DEATIL 'A') FOR LOCATION AND ORIENTATION.
- ② 10"x10" TRANSFER AIR OPENINGS ABOVE CEILING.
- ③ 8"x12" DUCT CONNECTED TO 1'-4" x 2'-0" LOUVER. SEE ARCH. SHEET A3.2 FOR LOCATION.
- ④ 8"x12" DUCT CONNECTED TO 1'-4" x 2'-0" LOUVER. SEE ARCH. SHEET A3.1 FOR LOCATION.
- ⑤ 22"x48" DUCT CONNECTED TO 48"x72" LOUVER PROVIDED BY ARCHITECT. SEE SHEET A6.1 FOR LOCATION.
- ⑥ 22"x48" RELIEF DUCT CONNECTED TO 48"x48" LOUVER PROVIDED BY ARCHITECT. SEE SHEET A6.1 FOR LOCATION.
- ⑦ 1'-4" O.A. INTAKE LOUVER. PROVIDED BY ARCHITECT. SEE SHEET A3.1 FOR LOCATION.
- ⑧ RELIEF AIR DUCT ROUTED OVER SUPPLY DUCT SHOWN.
- ⑨ RETURN AIR DUCT ROUTED OVER SUPPLY DUCT SHOWN.
- ⑩ SEE MECHANICAL ROOM SECTIONS ON SHEET M3.3 FOR DUCT WORK CONTINUATION.
- ⑪ 48"x22" DAMPER PROVIDED BY T.C.C.
- ⑫ 22"x48" OUTDOOR AIR DAMPER PROVIDED BY T.C.C.
- ⑬ 22"x48" RELIEF AIR DAMPER PROVIDED BY T.C.C.
- ⑭ 20"x16" RETURN AIR DUCT UP THROUGH CHASE FROM 24"x26" RETURN AIR LOUVER (LOCATED 8" ABOVE FFL) CONNECTED TO 28"x24" RETURN AIR DUCT IN CEILING SPACE. SEE SECTION NO. 1 AND NO. 2 ON SHEET M3.3 FOR CONNECTION.

Dwn By

Date 2

These c  
the Arc  
reused  
written

Project

Sheet

Inte:

Tota

M 2.1

# Proposal Request

AIA Document G709 - Electronic Format

- al*
- OWNER [ ]
  - ARCHITECT [ ]
  - CONSULTANT [ ]
  - CONTRACTOR [ ]
  - FIELD [ ]
  - OTHER [ ]

PROJECT:  
*(Name and address)*  
Elwood Public Library

OWNER:  
*(Name and address)*  
North Madison County  
Public Library Systems (NMCPLS)  
Leasing Corporation

TO CONTRACTOR:  
*(Name and address)*  
M. D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, In 46250  
Attn: Mr. David Ginn. w/2 copies attached

PROPOSAL REQUEST NO.: 07  
DATE OF ISSUANCE: 22 May 1996  
CONTRACT FOR: General Construction  
CONTRACT DATED: November 14, 1995  
ARCHITECT'S PROJECT NUMBER: 950017  
ARCHITECT:  
*(Name and address)*  
The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within 10 days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

**THIS IS NOT A CHANGE ORDER, CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**

Description:  
*(Insert a written description of the Work.)*  
Furnish all labor, material and equipment to revise the mechanical system in accordance with the attached drawings and notes.

**THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.**

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## Attachments:

*(List attached documents that support description.)*

Drawings M2.1, M2.2, and M3.3 revised 5/21/96, Notes 1 thru 22 referenced to above drawings, this PR #7 dated 5/21/96

REQUESTED BY:

*(Signature)*

Al Cox, Construction Administration

cc:

Kathi Wittkamper, Director NMCPLS  
Don Hill, NMCPLS Leasing Corp.  
Harold Etchison, NMCPLS, Clerk of Works. w/1 copy of attachments  
Joel Blum, IDG  
Chris McComas, IDG  
Les Koelling, IDG  
File 950017

*(Printed name and title)*

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Elwood Public Library  
Proposal Request No. 7  
IDG 950017

Reference Drawings M2.1, M2.2 and M3.2 revised 5/21/96

1. Revise 42" x 72" x 60"H supply air plenum at AHU-1 to be 42" x 42" x 60"H. Reference revised Drawing M3.3.
2. Delete transition and 32" x 18" ductwork between VAV-02 and VAV-03. Extend 40" x 18" ductwork to transition downstream of VAV-03. Reference revised Drawing M2.1.
3. Revise VAV-08 and associated ductwork as follows: Increase VAV-08 from size 5 to size 6, 405 CFM max., 250 CFM min., 13.6 MBH heating, 2 row coil, 6" inlet. Add 6" x 6" supply grille (type SG-2) to Computer Room 134A. Add 6" x 6" ductwork and volume damper to grille. Revise 8" x 10" ductwork downstream of VAV-08 to 10" x 10". Reference revised Drawing M2.1.
4. Locate transition from 8" x 12" duct to 8" x 10" duct downstream of elbow between VAV-11 and VAV-12. Reference revised Drawing M2.1.
5. Revise 4" x 12" ductwork on low pressure side of VAV-03 to 6" x 12". Reference revised Drawing M2.1.
6. Revise 4" x 12" ductwork on low pressure side of VAV-05 to 6" x 12". Reference revised Drawing M2.1.
7. Revise VAV-09 low pressure ductwork to locate volume dampers in accessible ceiling. Reference revised Drawing M2.1.
8. Revise VAV-16 and associated ductwork as follows: increase VAV-16 from size 10 to size 12, 1330 CFM max., 800 CFM min., 43.4 MBH heating, 2 row coil, 12" inlet. Revise 20" x 10", 14" x 10", 12" x 10", 8" x 10" and 4" x 10" ductwork to be 20" x 12", 14" x 12", 12" x 12", 12" x 10" and 6" x 10" on low pressure side of VAV-16. Reference revised Drawing M2.1.
9. Revise 14" x 10", 12" x 10", 8" x 10" and 4" x 10" ductwork on low pressure side of VAV-17 to be 14" x 12", 12" x 12", 12" x 10" and 6" x 10". Reference revised Drawing M2.1.
10. In Men 102, Women 103, and Janitor 104, revise all 4" x 6" ducts to 6" x 6". Reference revised Drawing M2.1.
11. In Boys 125, Girls 126, Janitor 127 and Toilet 129, revise all 4" x 6" ducts to 6" x 6". Reference revised Drawing M2.1.
12. Replace "Diffusers, Grilles, and Registers Schedule" on Drawing M3.1 with "Linear Slot Diffuser Schedule" and "Grilles and Registers Schedule". Reference revised Drawing M3.3. Revise floor plan diffuser tags throughout. Reference revised Drawing M2.1.
13. Revise linear slot diffusers at bulkhead to be linear bar diffusers (type SG-1) provide sheetmetal connection to back of diffuser. Mount diffuser in side wall such that bar deflection directs air toward ceiling. Refer to Architectural Drawings for bulkhead framing detail. Reference revised Drawing M2.1.
14. Provide return grille (Type RG-2) in ceiling. Typical for Lobby 101 and Vestibule 132. Reference revised Drawing M2.1.

15. Duct size clarification: Ductwork between 20" x 12" main and VAV-09 shall be 20" x 12". Reference revised Drawing M2.1.
16. Duct size clarification: Ductwork downstream of VAV-02 shall be 18" x 10". Reference revised Drawing M2.1.
17. Extend 28" x 24" return air ductwork to allow for relocation of 20" x 16" ducts to chase on either side of Circulation/Reference 138. Drop 20" x 16" duct down in chase and connect to 16"W x 20"H opening in chase wall (Typical of 2). Provide grille (Type RG-3) in wall below display case. Mount centerline of grille at +24" AFF. Paint cavity behind grille flat black. Revise plan note 14 to reflect above changes. Reference revised Drawing M2.1.
18. Revise 48" x 22" outside air ductwork to avoid conflict with roof joists. Split duct into two 18"W x 30"H ducts extending to soffit louver. Slope duct with structure between joists. Provide sheetmetal plenum on back of louver for duct connection. Relocate motorized outside air dampers. Revise plan note 5 and plan note 12 to reflect above changes. Reference revised Drawing M2.1. Note: This item supersedes corrections made in ASI No. 5 dated 20 March 1996.
19. Revise 36"W x 24"H return air motorized damper to be 48"W x 22"H. Reference revised Drawing M3.3. Revise plan note 11 to reflect above changes. Reference revised Drawing M2.1.
20. Delete 22" x 48" relief air ductwork from attic above Corridor 131 and Vestibule 132. Delete soffit louver. Relocate motorized damper to attic air stop wall. Provide ductwork to extend from air stop and damper down into ceiling plenum below attic. Delete plan note 6 and plan note 8. Revise plan note 13 to reflect above changes. Reference revised Drawing M2.1. Note: This item supersedes corrections made in ASI No. 5 dated 20 March 1996.
21. Plan note clarification: Revise plan note 7 to read as follows:  
\*7. Connect 14" x 10" ductwork to outside air intake louver. Refer to architectural drawing for exact size location of louver. Approximately size is 1'-4" x 2'-0".  
Reference revised Drawing M2.1.
22. Provide transfer opening. Revise Plan Note 2 to read:  
\*2. 10" x 20" transfer air opening in wall above ceiling".  
Reference revised Drawing M2.1.
23. Reroute piping to avoid Electrical Room 112 and Book Drop 105. Reference revised Drawing M2.2.

Items with no drawing changes:

- \* Revise AHU-1 total static pressure to be 3.56 in.
- \* Revise VAV-03 maximum air quantity to be 1370 CFM.
- \* Revise EF-1 exhaust air quantity to be 535 CFM.
- \* Revise EF-2 exhaust air quantity to be 300 CFM.

Elwood Public Library  
Telephone Conversation with  
Crossroads Mechanical

950017  
6.6.91

Chris McComas, Kim Wasserman - IDG  
Len Shuck - Crossroads

- Len called with questions about PP no. 7, item 20.
1. Is a fire damper required at the air stop wall in the attic? in the gyp board between attic and ceiling?
  2. Please clarify duct configuration for relief. Is there a grille? Drawings are unclear.

Chris & Kim returned his call

1. There is no air stop wall at that point. All ductwork is located inside Attic Area #1. The gyp board only serves as a separation. No fire dampers are required in the relief ductwork.
2. Duct is to be open in ceiling plenum and extend up into attic with an elbow for relief. Kim told Len that the motorized damper may be located in the ceiling plenum for accessibility. Len said he will provide a screen mesh at the duct opening into the attic space.

c: Al Cox, Les Koelling, Chris McComas

6 September, 1996

Board of Trustees  
North Madison County Public Library System  
124 North 16th Street  
Elwood, Indiana 46036-1598

RE: SEPTEMBER BOARD UPDATE & ISSUES

Dear Trustees:

The project has begun to progress towards completion. We would like to present the following list of information and issues for Board comment and action.

1. Project Budget: (Board Comment)

Attached, please find the latest project budget update. The contingency balance is \$29,842.60, which does not reflect any moneys saved by making a full bond payment this last summer. (Approx \$75,013.19). Additional this number does not reflect that the anticipated earnings from the investment of bond proceeds will be larger than shown due to the extended and delayed construction schedule.

2. Project Schedule: (Board Comment or Action)

The contract completion date is October 4, 1996. The building will not be completed by this date. The Contractor anticipates that the building should be ready by October 25, 1996, which is approximately three weeks beyond the contract date. Additionally, the HVAC contractor has been put on notice that they are holding up completion and may be fired from the job for non-performance. (See attached letter from MD Rowe to Crossroads AirConditioning Corporation).

The Contract Documents allow for expedition of work at no additional cost to the Owner. (See 01310, 3.01A of the specifications)

*Chris - Letter asking: what? (I) watch us what I intend to do. New date begin. Now.*

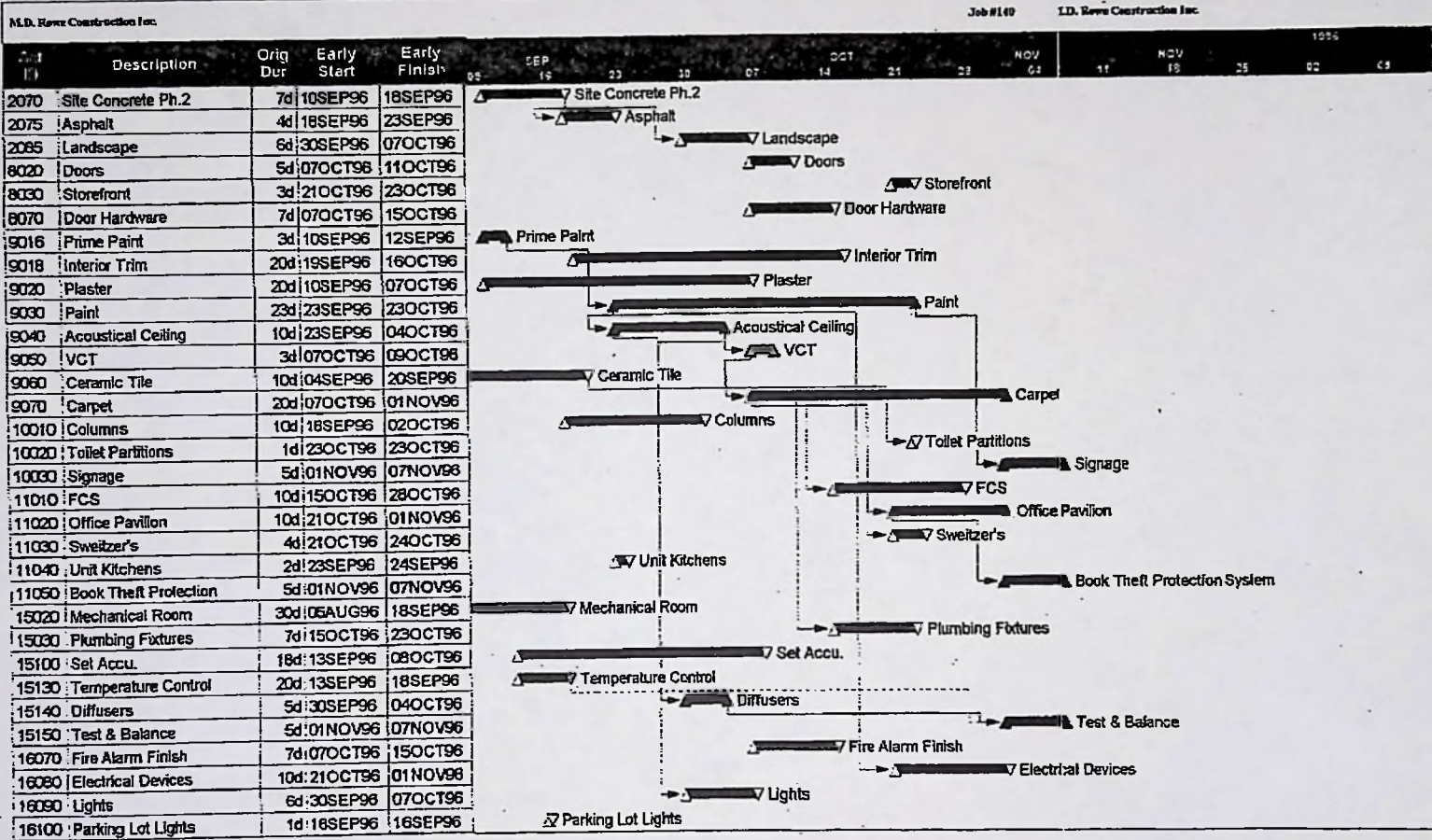
3. Brick Panels: (Board Action)

The accent brick panels on the building have been laid incorrectly and not per the enlarged details. (See attached for location and detail). This is non-conforming work and we have no right to except it without your approval. Our recommendation is to have the accent panels relayed per the detail.

4. Exterior Lighting: (Board Action)

We understand that you have some concerns regarding the exterior lighting of the building. The attached table lists the various types of lighting that can be used to provide night and security lighting at the new Library building. Control of this lighting is done by one timer with the exception of the night lights and exit lights that will remain on at all times. In addition, the building site has two street lights that need to be removed to allow for new entries and tree placement.

*Will move lighting from playground to arch.*



- ▽ Surveyed point
- ▲ Poly cap mark
- Level bar
- Trip wire
- Survey bar
- Control bar
- Survey bar
- ▲ Poly dot mark
- Control bar
- Survey bar
- Surveyed point
- High pressure point



**North Madison County Public Library System**  
 Elwood Public Library  
**Building Budget Summary 9 September 1996**  
 Bond Issue Closing Information

<u>Amounts received from Purchaser</u>		
Principal amount of Bonds		\$2,500,000.00
Accrued Interest		\$12,387.50
	Total	<u>\$2,512,387.50</u>
Underwriter Discount		(\$37,500.00)
	Total Received	<u>\$2,474,887.50</u>

<u>Amounts deposited in Accounts</u>		\$2,474,887.50
Bond Interest Account		\$87,400.69
Bond Issuance Expense Account		\$48,000.00
Construction Account		\$2,339,486.81
	Total in Accounts	<u>\$2,474,887.50</u>

<u>Bond Interest Account Breakdown</u>		Total paid to NMCPLSLC	\$2,387,486.81
Interest During Construction		\$75,013.19	
Accrued Interest		\$12,387.50	
	Total	<u>\$87,400.69</u>	

<u>Bond Issuance Expense Account Breakdown</u>			
	Bond Budget	Budget to Date	Difference
Legal	\$15,000.00	\$15,247.00	(\$247.00)
Bond Counsel	\$12,000.00	\$16,549.96	(\$4,549.96)
Financial Advisor	\$12,000.00	\$12,000.00	\$0.00
Ban Discount	\$1,000.00	\$1,000.00	\$0.00
Trustee	\$2,000.00	\$1,000.00	\$1,000.00
Bond Printing	\$2,000.00	\$1,431.30	\$568.70
Official Statement Printing	\$2,000.00	\$1,700.52	\$299.48
Legal Advertising	\$1,000.00	\$116.37	\$883.63
Ban Interest	\$4,142.00	\$4,142.00	\$0.00
Filing Fee	\$0.00	\$100.00	(\$100.00)
Corporation Filing Fee	\$0.00	\$15.00	(\$15.00)
Title Insurance	\$0.00	\$3,800.00	(\$3,800.00)
Totals	\$51,142.00	\$57,102.15	(\$5,960.15)
Budget to date			\$57,102.15

<u>Construction Account Breakdown</u>			
	Bond Budget	Budget to Date	Difference
Construction	\$2,118,000.00	\$2,139,005.00	(\$21,005.00)
Land & Land Improvements	\$30,137.00	\$30,137.25	(\$0.25)
Test & Surveys	\$8,000.00	\$6,055.00	\$1,945.00
Architect	\$155,000.00	\$155,000.00	\$0.00
Builders Risk Insurance	\$7,000.00	\$4,352.00	\$2,648.00
Contingencies	\$58,207.00	\$29,842.60	\$28,364.40
IDG Design Revisions	\$0.00	\$1,642.00	(\$1,642.00)
IDG Reimburse.	\$0.00	\$5,695.44	(\$5,695.44)
State Building Fee	\$0.00	\$597.50	(\$597.50)
CD Printing	\$0.00	\$8,057.87	(\$8,057.87)
Totals	\$2,376,344.00	\$2,380,384.66	(\$4,040.66)
Budget to date			\$2,380,384.66
Anticipated Earnings		Total	(\$50,000.00)
			\$50,000.00
		Project Total	<u>\$0.00</u>



September 5, 1996

Mr. Leonard Shuck  
 Crossroads Airconditioning Corporation  
 3510 South Keystone Ave., Suite A  
 Indianapolis, IN 46227-3506

RE: Delay Notification

Mr. Shuck,

It is with great disappointment this letter is being sent. It is unfortunate that our previous letters and conversations have been met with excuses instead of positive and corrective action.

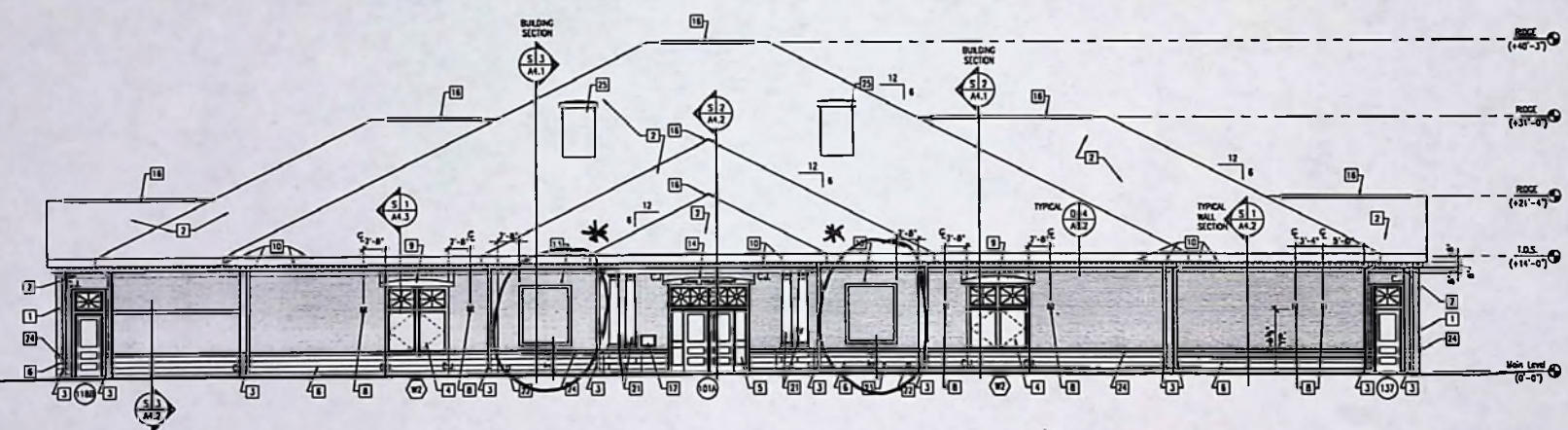
As a result of your default or neglect to prosecute the work, this letter represents per Article 3.4.1 of the contract your official three day notice.

You must present how you are going to man and bring your work back on schedule with the project to the approval of M.D.Rowe Construction and maintain daily that program until Crossroads is current with the project, again to the satisfaction of M.D..Rowe Construction.

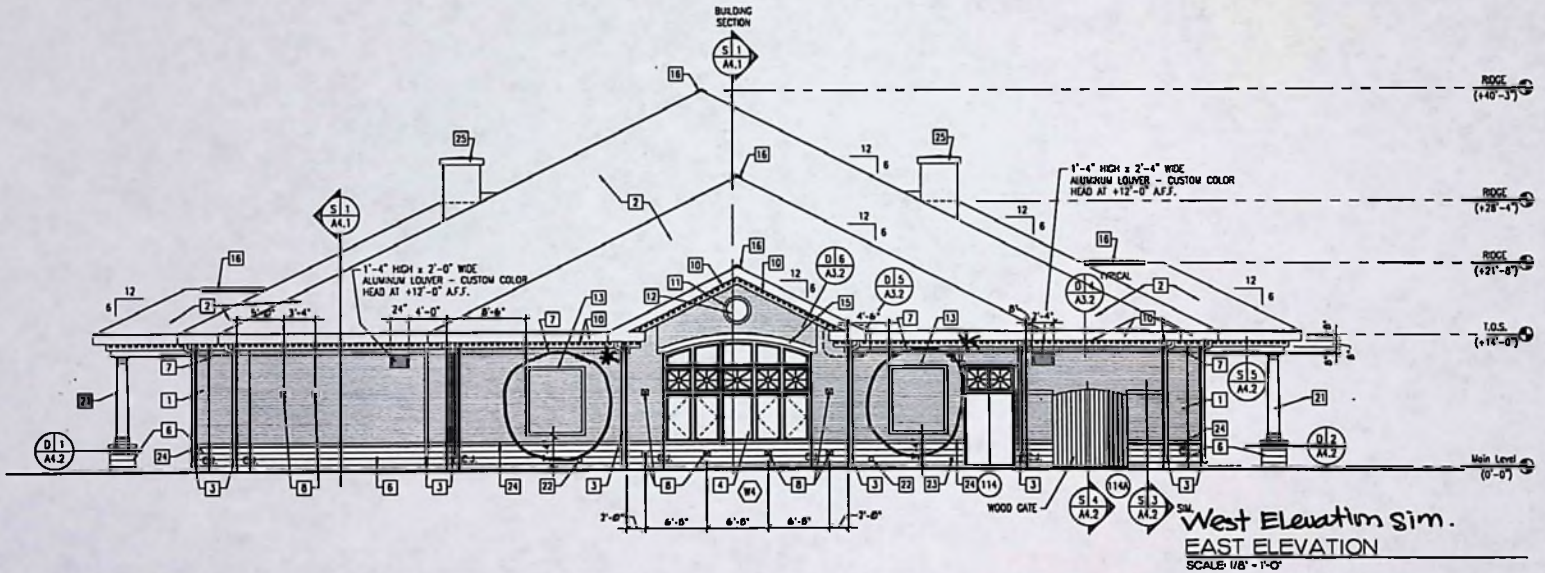
The delays resulting from continued neglect of the project cost the owner and M.D.Rowe additional monies which Crossroads will be responsible for.

Sincerely,

*David Ginn*  
 David Ginn  
 Project Manager



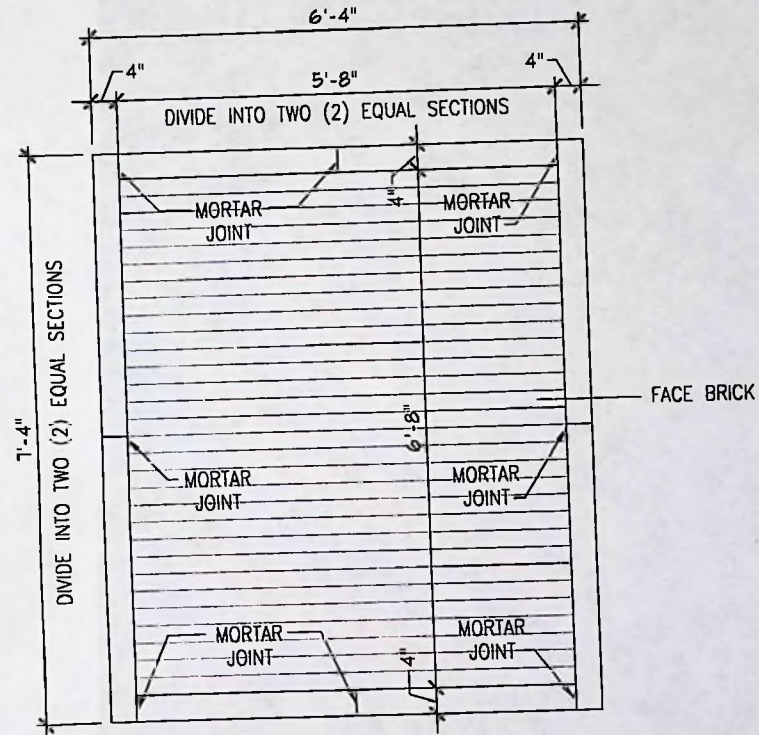
NORTH ELEVATION  
 SCALE: 1/8" = 1'-0"



	Lighting Type	Fixture Type	Number of Fixtures	Wattage of Fixture	Total Watts	Cost per Hour (Based on \$0.05707/K WHR)	Cost per year at average 10 hour usage per day
1.	Perimeter Ground Lights	T	12	110	1320	\$0.07533	\$275.00
2.	Parking Lot Lights	Q	8	275	2200	\$0.12555	\$460.00
3.	Flagpole lights	X	2	110	220	\$0.01255	\$46.00
4.	Entry soffit lights	U	6	77	462	\$0.0263	\$96.00
5.	Emergency Lights	A	13	64	832	\$0.0474	\$175.00
6.	Emergency Lights	G	9	32	288	\$0.01643	\$60.00
7.	Exit lights	E	7	16	112	\$0.00639	\$23.00
	Totals				5434	\$0.3101	\$1135.00

*Pack 4  
Perim. & Room.*

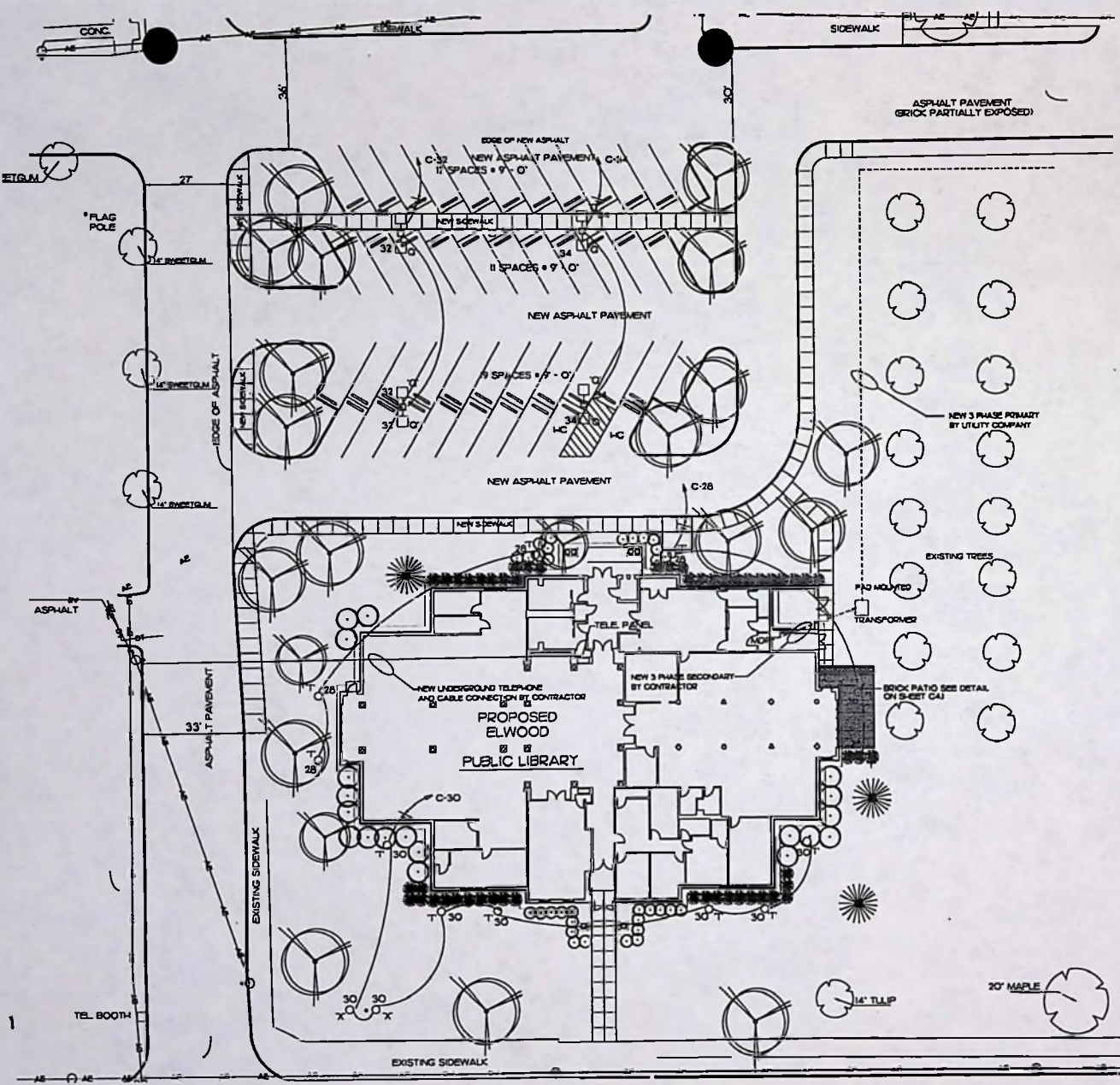
Attachment E



NOTE:  
DIMENSIONS ARE NOMINAL

LIMESTONE DETAIL  
SCALE: 1/2" = 1'-0"

D 5  
A3.1



ASPHALT PAVEMENT  
BRICK PARTIALLY EXPOSED

EDGE OF NEW ASPHALT  
C-32 NEW ASPHALT PAVEMENT C-34  
17 SPACES • 9' - 0"

NEW ASPHALT PAVEMENT

NEW ASPHALT PAVEMENT

PROPOSED  
ELWOOD  
PUBLIC LIBRARY

NEW 3 PHASE POLE  
BY UTILITY COMPANY

EXISTING TREES

PAD MOUNTED  
TRANSFORMER

BRICK PATIO SEE DETAIL  
ON S-102 CAJ

20' MAPLE

14' TULIP

EXISTING SIDEWALK

EXISTING SIDEWALK

ASPHALT PAVEMENT

FLAG POLE

TEL. BOOTH

NEW UNDERGROUND TELEPHONE  
AND CABLE CONNECTION BY CONTRACTOR

NEW 3 PHASE SECONDARY  
BY CONTRACTOR

TELE. PANEL

C-28

19 SPACES • 9' - 0"

11 SPACES • 9' - 0"

17 SPACES • 9' - 0"

77'

36'

30'

14' SIDEWALK

14' SIDEWALK

14' SIDEWALK

12'

12'

33'

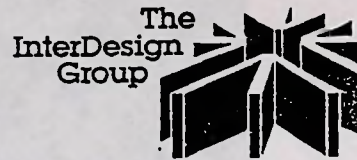
30'

30'

30'

30'

30'



Total Architectural Development

## NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

FINANCIAL REVIEW TO DATE  
22 May 1996

### AGENDA

The following items are listed for review and discussion to provide an understanding of all financial requirements for the new library under construction at Elwood.

Bond Issue	Lonnie Therber
Principal Amount	
Accounts	
Interest	
Issuance Distribution/Closing	
Construction Account	Joel Blum, Chris McComas
Budget Amount	
Breakdown	
Contingency	
(Items not specifically identified in bond issue but often identified in contingency)	
Retainage	
Construction Administration	
Clerk of the Works	
The InterDesign Group Administration	
Fee	
Contingency	
Contractor Pay Requests	
Change Orders	
Future Issues	
Board Concerns/Resolution	
Construction Completion	
Brick Pavers	
Dedication	
Inspections	

The InterDesign Group, Inc.  
141 East Chuo Street  
Indianapolis, Indiana 46204  
317-263-2555  
Fax 317-263-2555



Total Architectural Development

## Meeting Minutes North Madison County Public Library System Wednesday, 22 May 1996

Present:	Linda Sizelove, President	NMCPLS
	Brenda Carey, Board Member	NMCPLS
	Kathi Whitkamper, Library Director	NMCPLS
	Jan Helping, Administrative Assistant	NMCPLS
	Donald Hill	NMCPLS, Leasing Corp.
	Lonnie Therber	Therber, Brock & Kramer
	Kosmo Kramer	Therber, Brock & Kramer
	✓ Chris McComas	IDG
	Joel Blum	IDG

### Purpose:

Discussion followed the enclosed agenda based upon the following:

1. Lonnie Therber facilitated an open discussion regarding the bond issue amounts (updated copy included for reference) and the interest, lease rental payment, calendar of timing and cause and effect of financial options to consider. The options are listed on the attached.

It was felt that a review of the options would be held at the next Board meeting on Tuesday, 28 May 1996 to be presented by Linda Sizelove, Brenda Carey and Donald Hill. The presentation will be an update to the Board. The final decision will be made at the 8 July 1995 Board meeting after monitoring the next six weeks of construction progress.

2. Bond Issuance Expense Account Breakdown was reviewed and determined to be accurate.
3. Construction Account Breakdown was reviewed with correction removing Clerk of the Works cost (provided in another account) and adding the \$25,000 amount to the construction contingency thereby increasing that account to \$58,207 budgeted. The \$10,000 furniture allowance was added to the Construction Cost as it was bid in the project and is included.

The InterDesign Group, Inc.  
141 East Chuo Street  
Indianapolis, Indiana 46204  
317-263-2555  
Fax 317-263-2555

H. I.

4. Additional costs discussed included:

Remaining Professional Fee Reimbursables estimated at 6 months x \$300 =	\$1,800.00
Construction Administration Contingency =	\$15,000.00
Additional Construction Administration (Estimated Cost) =	\$14,000.00
Remaining Construction Administration Fee =	<\$6,775.00>

Total Potential Costs = \$24,025.00

Remaining Contingency to Date =	\$36,398.65
Deduct Potential Costs Estimated =	24,025.00
Contingency Balance =	\$12,373.65

5. The InterDesign Group will continue to monitor contingency costs and inform the Board of Trustees and Leasing Corporation of the status on a monthly basis. The goal is not to exceed the allocated contingency of \$12,373.65.

6. As discussed the Board of Trustees and Leasing Corporation will review the lease rental options previously noted and decide which direction to proceed which will determine the additional construction account cushion.

7. Calendar dates to observe:

Lease Rental Payment June 30, 1996 (Grace period extension to July 14, 1996)

Contractor Pay Request Approvals  
Second Monday of the month (Regular Board of Trustees meeting)

8. Linda Sizelove requested the following:

- Unit prices for the landscaping ornamental trees to provide for donor opportunities.
- Latest date when the contractor is scheduled to install the patio brick. (Should be available at next progress meeting.)
- Verification that the brick has been ordered from Vernons: Latest information as of 23 May 1996, 4:30 p.m., brick has been held in sufficient quantities to do building since the mock-up was installed. Order placed after official receipt Board action on 22 May 1996. Delivery scheduled for 17 June 1996. Contact person is Mary Stewart.

cc: Chris McComas  
Al Cox  
Kathi Whitkamper  
950017

FACTS

1. Library has levied \$ 280,000 for lease payments in 1996.
2. Actual annual lease rental is \$ 242,000.
3. \$ 87,401 from the bond issue is captured for the July 15, 1996 interest payment on the bonds.
4. Construction likely will not be finished by June 30, 1996 when the first semiannual lease payment could be made.

GOAL

To create more money for the project by making a lease payment on June 30, 1996, thereby releasing some or all of the \$ 87,401 captured for the July 15, 1996 interest payment.

LEASE PAYMENT OPTIONS

1. Make a full semiannual lease payment on June 30, 1996. The amount would be \$ 121,000 and would go into the leasing corporation's sinking fund with the Trustee. No part of this payment could be used on the project, however, \$ 87,401 could be used to make the July 15, 1996 interest payment. **THE RESULT IS THAT THE \$ 87,401 CAPTURED FROM THE BOND ISSUE COULD THEN BE USED, IF NEEDED, ON THE PROJECT.**

Another \$ 121,000 lease payment would be made on December 30, 1996, making a total of \$ 242,000 for the year and leaving \$ 18,000 (\$ 280,000 minus \$ 242,000) in the Library's debt service fund which would reduce the 1997 tax rate about \$ .02.

The balance from the June 30, 1996 payment of \$ 33,599 (\$ 121,000 minus \$ 87,401) would remain with the Trustee and would reduce the final lease payment in the year 2012.

2. Assume that construction will be 50 % completed on June 30, 1996, and make 50 % of a full semiannual lease payment on that date. The amount would be \$ 60,500 which could be applied by the leasing corporation to the July 15, 1996 bond interest payment. **THE RESULT IS THAT \$ 60,500 OF THE \$ 87,401 CAPTURED FROM THE BOND ISSUE COULD THEN BE USED, IF NEEDED, ON THE PROJECT.**

A \$ 121,000 lease payment would be made on December 30, 1996, making a total of \$ 181,500 for the year and leaving \$ 78,500 (\$ 280,000 minus \$ 181,500), in the Library's debt service fund which would reduce the 1997 tax rate about \$ .07.

3. Make no lease payment on June 30, 1996 which means the \$ 87,401 captured from the bond issue would be used to make the July 15, 1996 interest payment. **NO ADDITIONAL MONEY FOR THE PROJECT WOULD BE MADE AVAILABLE.**

MONDAY, AUGUST 19, 1996

Low temperature 69 degrees high 87 humid and muggy

Six carpenters and a laborer are still on the job. Five bricklayers and two hod carriers are also working, along with four drywall people and one Crossroads man. We are trying to get Crossroads to put more people on the job. Chuck, the Electrician, who has as much time on the job as I do, has the electrical panel box hook-up and meter base installed. I & M has promised to turn on the power tomorrow. Hoosier Glass Company delivered the windows today and will start installing tomorrow.

TUESDAY, AUGUST 20, 1996

Low temp 67 degrees high 88 another humid day

M.D.Rowe men are still at it. Bobby, the lead carpenter, said he had finished the last bulkhead today. There sure is a lot of them. Crossroads main man was on the job but no metal duct installers were here. Chuck C., has been on the Crossroads owner all week about it. It seems that Crossroads sub contracted that part of the job, and isn't getting too much cooperation from them. Chuck said that after his conversation with Crossroads people today, they promised to have people working Wednesday, Thursday, Friday, and Saturday. The electrician and one helper are on the job. The drywallers are still drywalling, and the window people installed three single windows today. They sure look good!!

WEDNESDAY, AUGUST 21, 1996

Warm and humid Low temp 69 degrees high 90

Hoosier Glass had two men installing windows. They had the six small windows installed by quitting time. Now, they will be starting on the large combination windows, which will sure make a difference. Circle B. Company, Inc., which is a spray soundproofing outfit, had two men on the job who sprayed soundproofing on the underside of the metal mezzanine floor. Five M.D. Rowe carpenters and one laborer are still on the job. Chuck, the electrician, and his helper, are hooking up the terminal boxes, and installing halo lights in the bulkheads. AEP(I&M) hooked up the transformer and installed the meter. All that's needed is for them to turn on the juice, and we will have power into the building. We still have a couple of drywallers working. David Ginn has his meeting with some of the sub contractors at 9:00a.m., included in this meeting, is Crossroads, who promised to get more man power on the job. David G. had his progress report at 10:00a.m. with Chuck Capshaw, Al Cox, Don Hill, and myself. He had his request for the July draw with him, so Al Cox, David, and myself, went through it together, and only found one request we thought was too much, so, of course, we reduced it. It seems like those payments come one right after another, which, I guess is true, since they get a draw once a month.

THURSDAY< AUGUST 22, 1996

Still warm and humid low temp 70 degrees high 90

Hoosier Glass is still installing windows. They installed one of the two three panel windows in front of the building. It sure looks good!!

No drywall people are here today. They are in pretty good shape. The sheet metal duct people aren't out of their way yet. Chuck is still pushing Crossroads people on the problem. The masons are still working on the brick veneer, and the stone work is finished. There are three electricians on the job today. Five M.D.Rowe carpenters and a laborer are also here. There seems to be something for them to do everyday. There doesn't seem to be any end to the framing. Crossroads did have a couple of men installing duct work today.

FRIDAY, AUGUST 23, 1996

Still muggy and humid Low temp 69 high 88

We had a rain shower around 1:30p.m., but it didn't amount to too much. The bricklayers are making good progress. The window men are averaging about one window a day-combination sash windows just a little bit complicated. Chuck Capshaw is trying to find out how the screens that the specs call for will work on the windows. The crew installing them didn't know. There are still three electricians working, and Crossroads had a couple of men working on the metal ducts again. There are two drywall finishers taping out the drywall joints. M.D.Rowe has five carpenters and a laborer still around. The post columns were delivered today, and we sure don't need them yet. Chuck had them stored in one of the rooms and boarded up the doorway. They are already paid for, and represent quite a bunch of money.

MONDAY, AUGUST 26, 1996

Low temp 69 high 90

The days seem to run together with the same people doing the same thing. The masons are still going strong. There are three electricians on the job, with two window men installing windows. A couple of drywall people are doing odds & ends. One Crossroads person is here, but no duct installer here today. Mays Roofing has two men working on the gutters. The same men from M.D.Rowe are here. I checked with the electrician and Chuck Capshaw, and came up with a way to take some of the site lights from being on one timer. I put the suggestion before the Board at the special meeting tonight, and they voted to accept our suggestion. We will have I&M move the light pole sitting in the south driveway, and locate it in the island to match up with the one in the island at the northwest corner of the parking lot, to be done at no additional expense to the Library Board. We'll change the porch ceiling lights to manual switches inside the building, so they can be turned on and off as needed, and eliminate the two lights located at the flagpole, which would have very little effect because the area is so well lighted already, which should give a credit back to the board. Also, we will install two lights in the soffit area of the east bay on dusk to dawn switches, to eliminate secluded and dark areas. We will have to have Al Cox issue a change order for Inter-Design to accomplish this.

TUESDAY, AUGUST 27, 1996

Low temp 63 degrees high 83 Even better

The window people worked on the west bay windows facing 16th street. It sure is going to look good. The bricklayers are working in the same area, so the window people get to use their scaffolding. A couple of people are on the job. M.D. Rowe is down to three carpenters and a



laborer. Still, Chuck, the electrician and his two helpers working. Firematic Sprinkler System had a man working on the sprinkler drops and sprinkler heads. I tried to contact Al Cox to tell him about the Boards decision on the lighting system, but he evidently wasn't in his office today. I'm anxious to get the paper work started for the changes. The Engineer from AEP said he would move the one street light for us without any paper work from the board, and at no charge.

WEDNESDAY, AUGUST 28, 1996

Pleasant low temp 60 degrees high 82

Al Cox returned my phone call I left yesterday, and he said that he wouldn't be in Elwood until Thursday. Still three electricians and some drywall people working. There were no Crossroads people working today. Two window men are making good headway on the windows. The bricklayers are still getting in good days of work. We still have five bricklayers and two hod carriers on the job.

THURSDAY, AUGUST 29, 1996

Low temp 60 degrees high 85

Al Cox made his weekly inspection this morning. We didn't get anything resolved on the lighting. He said that Chris McCombs would get with Kathi W. The bricklayers are still making good progress and doing good work. There are three electricians, two carpenters, and one laborer still around. Two window men from Hoosier Glass are getting close to having the windows installed. The same Crossroads people are working on the ducts. The drywallers and finishers are still on the job. Also, the roofers, from Mays Roofing, are finishing up the shingles on the roof edge. There are also two men making up downspouts and installing. Al Cox seemed to think that the two street lights still should be removed.

FRIDAY, AUGUST 30, 1996

Low temp 62 degrees high 85

The bricklayers are setting up staging on front of the building getting ready to start laying brick on the front when they return Tuesday. By the end of next week, if the brick isn't finished, it will be awfully close. The window people have only one window in front to install, which means by Wednesday of next week, they should be done. Three electricians are still working on wiring up the halo lights in the bulkheads. He has power to the main junction box now, so all the utilities are on in the building. The drywall men are still trying to catch up on odds & ends and small areas. Crossroads did have a metal duct crew for a couple of days on the job. There are a lot of large metal ducts overhead for air returns. Only one M.D.Rowe and a laborer working. It's mostly odds & ends for the carpenters too.

MONDAY, SEPTEMBER 2, 1996

LABOR DAY!!!

TUESDAY, SEPTEMBER 3, 1996

Low temp 61 degrees high 81 Muggy

There's not much going on now, in fact, nothing new!! Two window men, five bricklayers and two hod carriers are working on the front of the building, which will complete the brick & stone veneer. Still the three electricians and drywallers working. Crossroads did have three men working on the large ducts overhead. There's a progress meeting tomorrow. I hope we can work something out on the lights.

WEDNESDAY, SEPTEMBER 4, 1996

Low temp 61 degrees high 82

Today was the Progress Meeting with Al Cox, Chris McCombs, from Inter-Design, David Ginn, Chuck Capshaw, from M.D.Rowe, Don Hill, Kathi Wittkamper, and myself, for the Library. The main thing as far as I was concerned, was that Chris McCombs, for Inter-Design, was there to give us some information as to the electrical cost for the night lighting, and also, have some input as to how the exterior lights could be broken up and controlled, which was a big concern. He is supposed to put his suggestion in writing and get it to Kathi in time for the next meeting, which is Monday, September 9th. Two men from Chance Brothers were on hand to start the tile in the bathrooms. The bricklayers are still at it, and the drywallers and one Crossroads man are here.

THURSDAY, SEPTEMBER 5, 1996

Hazy low temp 63 degrees high 83

Two carpenters from M.D.Rowe are still around. They laid the laborer off. The electrician is still installing light fixtures. Crossroads had two men working, but Chuck C. and M.D.Rowe are pushing them for more men and time on the job. They are supposed to work this week-end. Chuck C has given them a minimum of work he will accept by Monday. The Insurance people from Burnette made the inspection this morning that was asked of them to do. They seemed impressed. Two men started installing the barrell ceilings in the main area of the adult and youth areas today. The bricklayers will finish the brick on the building tomorrow. The two men from Chance Brothers worked on the tile in the restrooms. A couple of drywall people and finishers are still around.

FRIDAY, SEPTEMBER 6, 1996

Low temp 62 degrees high 84

The same two carpenters from M.D. Rowe are here, plus the three electricians. The same drywall people also, and same bricklayers, who did finish the brick veneer on the building

today, and washed and cleaned part of it. The window people have a window to install on the front of the building, but are short a part for the window. Crossroads had a couple of people on the job, but have promised to have more people to work Saturday and Sunday. Kathi, Chuck Capshaw, and two men from Hardware Company met in the afternoon to go over the keying for the building. Chris McCombs is supposed to have a proposal to Kathi by the Monday meeting for the Board's information on the lighting of the building and exterior light.

SATURDAY, SEPTEMBER 7, 1996

Low temp 65 degrees high 85 Some rain

Crossroads had a large crew working and the barrell ceiling people installed plaster board in the adult ceiling area. Two people from Crossroads were insulating metal ducts and the rest of the people were installing metal ducts. I counted 15 people altogether.

SUNDAY, SEPTEMBER 8, 1996

Low temp 66 degrees high 85 muggy

Three people installing metal trusses in youth area for barrell ceiling after finishing the plaster board in the adult area yesterday. A couple of men are changing drywall in the girls and boys restrooms.

# Change Order

AIA Document G701 - *Electronic Format*

OWNER [ ]  
ARCHITECT [ ]  
CONTRACTOR [ ]  
FIELD [ ]  
OTHER [ ]

PROJECT:  
(name, address)  
North Madison County Public Library System  
Elwood Public Library  
16th & Main Street  
Elwood, Indiana 46036

TO CONTRACTOR:  
(name, address)  
M. D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250

CHANGE ORDER NUMBER: 04

DATE: 29 April 1996

ARCHITECT'S PROJECT NO: 950017

CONTRACT DATE: Nov. 14, 1995

CONTRACT FOR: All Construction

The Contract is changed as follows:

1. Additional excavation of unsuitable soil in building pad area and replace with engineered fill. Add \$28,100.00 (See attached).
2. Additional site sewer relocation in accordance with Proposal Request No. 1. Work not to exceed \$9,200.00 (Actual cost exceeded \$9,200.00). Add \$9,200.00, Time Extension 7 days.
3. Unforeseen site conditions, existing concrete slab related to Item #2 above, Add \$2,795.00. Time Extension 2 days.
4. Delete over excavation and flowable fill below building foundation footings and grade beams per drawings. Not required due to finding suitable subgrade soil conditions at designed foundation elevations. 225 cu. yds. x unit cost \$60.00 = \$13,500.00. Deduct (\$13,500.00)

Total additional cost items 1, 2, and 3 Add \$40,095.00

Total deductions item 4 Deduct (\$13,500.00)

Total cost change Add \$26,595.00

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Electronic Document Service G701-1987 1

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum)(Guaranteed-Maximum-Price) was \$2,118,000.00  
Net change by previously authorized Change Orders \$(10,600.00)  
The (Contract Sum)(Guaranteed-Maximum-Price) prior to this Change Order was \$2,107,400.00  
The (Contract Sum)(Guaranteed-Maximum-Price) will be (increased)(decreased)(unchanged) by this Change Order in the amount of \$26,595.00  
The new (Contract Sum)(Guaranteed-Maximum-Price) including this Change Order will be \$2,133,995.00

The Contract Time will be (increased)(decreased)(unchanged) by nine (9) days.

The date of Substantial Completion as of the date of this Change Order therefore is September 5, 1996

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

ARCHITECT

Address

The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

BY [Signature]

DATE 5-8-96

CONTRACTOR

Address

M.D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250

BY [Signature]

DATE 5-3-96

OWNER

Address

North Madison Co. Public Library System  
124 N. 16th Street  
Elwood, IN 46036

BY Francis Hoffman

DATE 5-20-96

**MD Rowe**  
**CONSTRUCTION INC.**  
GENERAL CONTRACTORS/CONSTRUCTION MANAGERS

RECEIVED  
MAR 27 1996  
INTERDESIGN GROUP

March 22, 1996

The Interdesign Group, Inc.  
141 East Ohio Street  
Indianapolis, In. 46204

Attn: Al Cox

Re: Request for Change Order  
Elwood Public Library

Dear Al,

Please find the following information regarding an item that requires a change order. We would appreciate your cooperation in expediting this since the work has been performed for quite some time.

A. Undercutting of slab performed at the recommendation of our soils engineer and direction of the Architect and Owner. The work by Fox contractors Corp. Was performed per the unit price as stated in our contract. Break down is as follows;

1. Fox Contractors
  - a. Excavated material 722 CYS x \$9.00 = 6,498.00
  - b. Engineered fill 840 CYS x \$20.00 = 16,800.00

2. Patriot Engineering

- OK
- a. Testing, observation, And Engineering \$ 3,068.13

Subcontractor total \$26,366.13  
5% M.D.R. OH & P \$ 1,318.31  
Total \$27,684.44

ADDITIONAL BOND COST M.D.R. CONST. 415.27

- NO
3. M.D. Rowe Construction, Inc.
    - a. Additional supervision for 5 Days of lost progress. Superintendent 40 hours x \$39.52.

15% M.D.R. OH & P

28,099.71  
15% M.D.R. OH & P \$ 240.00  
237.12  
\$28,100.00  
1817.92

RECEIVED  
 MAR 23 1996  
 INTERDESIGN GROUP

Total	\$ 1,840.00	1217.92
Total of items 1 & 2	\$27,684.44	
Total of item 3	\$ 1,840.00	
	\$29,524.44	1,502.30
Additional bond cost M.D.R. Construction 1.5%	\$ 442.86	
Total request of change	\$29,967.30	797.71

A time extension of 11 days is requested on our contract date. If you have any questions please feel free to call me at 578-2737. Thank you for your help.

Sincerely,  
 M.D. Rowe Construction, Inc.  
*David Ginn Project Manager*  
 David Ginn, Project Manager

cc: file  
 Harold Etchison - NMCPLS  
 Kathi Wittkamper - NMCPLS

attachments

March 20, 1996

The Interdesign Group, Inc.  
 141 East Ohio Street  
 Indianapolis, IN. 46204

SEWER

Attn: Al Cox

Re: Request for change order on P.R.#1. This letter is a revision to M.D.R. letter dated 2-6-96.

Dear Al,

Find below our cost breakdown for the above proposal request.

A. Fox Contracting	\$6,967.00	✓
Apex Paving	\$1,160.00	✓
Subcontractor Total	\$8,127.00	✓
M.D.R. 5% OH & P	\$ 406.00	✓
Total	\$8,533.00	✓
B. M.D.R. Supervision 8MH x <u>39.52</u>	\$ 316.00	✓
M.D.R. Traffic Central 8MH x <u>18.21</u>	\$ 146.00	✓
	\$ 462.00	✓
M.D.R. 15% OH & P	\$ 69.00	✓
Total	\$ 531.00	✓
Total item A	\$8,533.00	✓
Total item B	\$ 531.00	✓
Subtotal	\$9,064.00	✓
M.D.R. 1.5% bond	\$ 136.00	✓
Total Extra	\$9,200.00	✓

Time extension of contract would be 7 days. Attached are material and labor breakdowns.

EXTRA TO SEWER PRT

C. During the course of completing this work a large portion of the line to structure #6 had to run thru an existing concrete floor slab. This slab was unknown and had to be removed to obtain the proper elevations. The cost incurred was as follows;

1. Fox Contracting	\$2,277.25 ✓
M.D.R. 5% OH & P	\$ 113.86 ✓
Total	\$2,391.11 ✓
2. M.D.R. Supervision 8MH @ 39.52	\$ 316.00 ✓
M.D.R. 15% OH & P	\$ 47.00 ✓
Total	\$ 363.00 ✓
Total C.1	\$2,391.11 ✓
Total C.2	\$ 363.00 ✓
	\$2,754.11 ✓
M.D.R. Bond	\$ 41.31 ✓
Total	\$2,795.42 ✓

Please find attached a highlighted copy of the concrete area and daily tickets signed by Harold Etchison. Your consideration on this matter will be appreciated.

Total time extension to contract would be 2 days.

Grand total this request	\$13,185.00
Total time extension this request	<del>11</del> days
	9

Sincerely  
M.D. Rowe Construction, Inc.  
*David Ginn P.Mgr.*  
David Ginn, Project Manager

attachments  
cc: Pending c/o file

February 6, 1996

Mr. Al Cox  
The Interdesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

Re: Elwood Public Library  
IDG #950017  
PR #01

SEWER

Furnish all labor, equipment and material to construct the new sewer line per PR#01 and attached drawing, in strict accordance with contract documents.

Description	M	L	S
Fox Contracting			\$6,968.00 ✓
Apex Paving			\$1,550.00
Supervision 8MH@ 31.30/hr		\$250.40	
Traffic control 8MH@ 19.13/hr		\$153.04	
Subtotals		\$403.44 ✓	\$8,318.00 ✓
MU 15%/15%/5%		60.52 ✓	415.90 ✓
Totals		\$463.96 ✓	\$8,733.90 ✓
TOTAL	\$9,197.86 ✓		

Add 7 days

al

# Proposal Request

AIA Document G709 - Electronic Format

OWNER [ ]  
ARCHITECT [ ]  
CONSULTANT [ ]  
CONTRACTOR [ ]  
FIELD [ ]  
OTHER [ ]

PROJECT:  
(Name and address)  
Elwood Public Library

OWNER:  
(Name and address)  
North Madison County  
Public Library Systems (NMCLPS)  
Leasing Corporation

TO CONTRACTOR:  
(Name and address)  
M. D. Rowe Construction, Inc.  
7465 E. 82nd Street  
P.O. Box 502738  
Indianapolis, In 46250  
Attn: Mr. Scott Foley, w/5 attachments

PROPOSAL REQUEST NO.: 01  
DATE OF ISSUANCE: January 24, 1996  
CONTRACT FOR: General Construction  
CONTRACT DATED: November 14, 1995  
ARCHITECT'S PROJECT NUMBER: 950017  
ARCHITECT:  
(Name and address)  
The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

accordance with the Contract Documents.  
Attachments:  
(List attached documents that support description.)  
IDG Drawing PR#1 dated 1/24/96.

REQUESTED BY:

\_\_\_\_\_  
(Signature)  
Al Cox, Construction Administration

cc:  
Kathi Wittkamper, Director NMCLPS, w/attachment  
Don Hill, NMCLPS Leasing Corp., w/attachment  
Harold Etchison, NMCLPS, Clerk of Works, w/attachment  
Joel Blum, IDG  
Chris McComas, IDG  
John Thomas, IDG  
File 950017, w/attachment  
(Printed name and title)

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Submit proposal within 10 days, or notify the Architect in writing of the date on which you anticipate submitting your proposal.

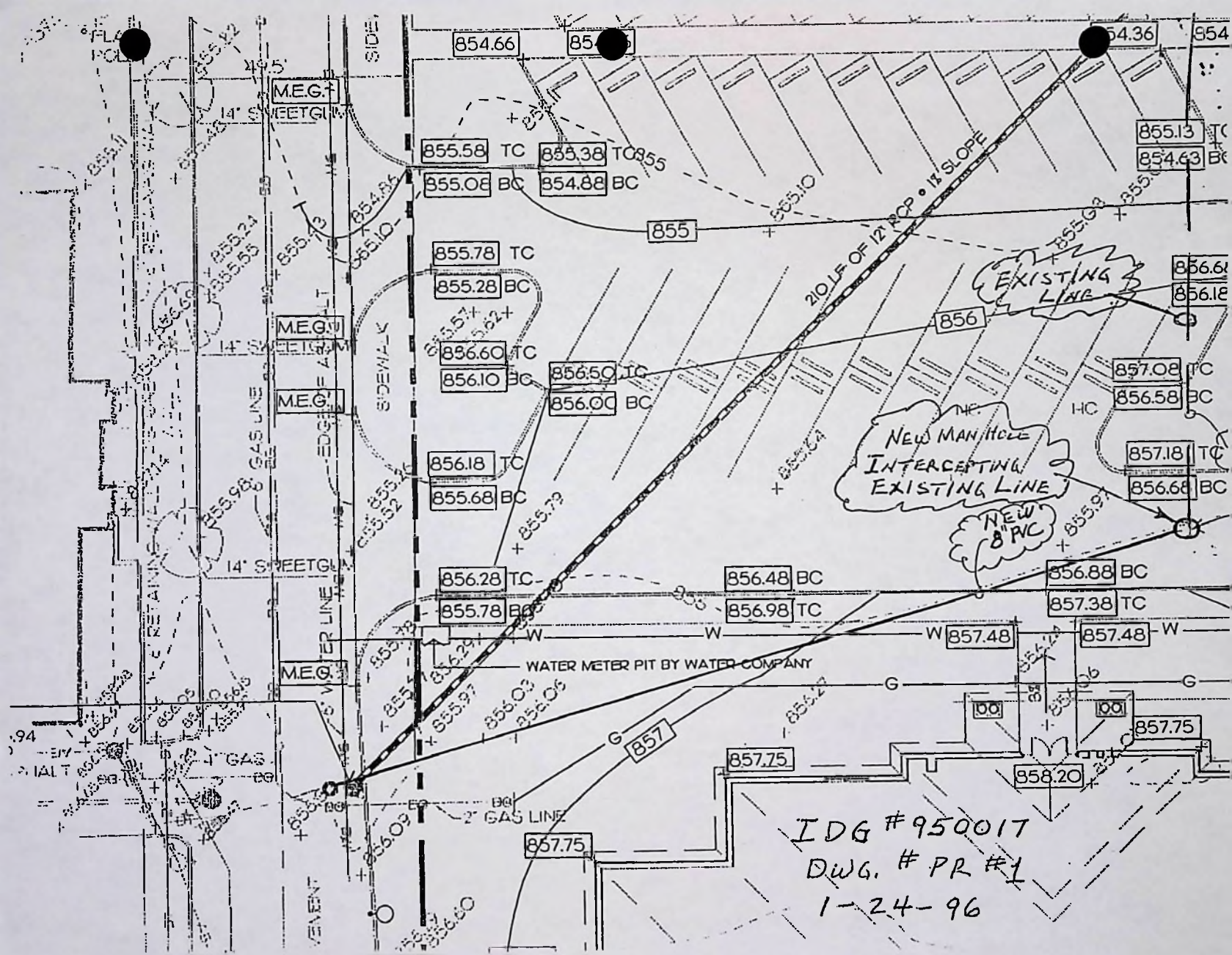
THIS IS NOT A CHANGE ORDER, CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

Description:  
(Insert a written description of the Work.)

Clarification, the existing manhole on 16th Street near the alley and between Main and North Street is to be Structure #6, not the catch basin on the east side of the street near the manhole. The new sewer line between Structures #5 and #6 is to be to the existing manhole Structure #6 (not the catch basin). The existing east-west sewer, that will be under the north side of the building, was found under the existing manhole Structure #6. The manhole was built over the sewer line but the two were not tied together. The sewer line has flow from the west. There is no line shown west of the existing manhole Structure #6 on the survey drawing. The sewer line from the east side of manhole Structure #6 is at a higher elevation and dropped into the lower sewer line +/- 8'-0" east of Structure #6. The new sewer line between Structures #5 and #6 will take care of the two catch basins feeding into Structure #6. A new sewer line is to be built to relocate the lower line (line below the manhole structure #6) per attached drawing. Then the line below the new building can be abandoned. Furnish all labor, equipment and material to construct the new sewer line per attached drawing. All work to be in

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RIM ELEVATION - 853.42  
 INVERT SW - 848.30  
 EX INVERT W - 851.80  
 INVERT SE - 847.43  
 EX INVERT OUT - 846.90

MEG.

MEG.

854.43 TC  
 853.83 BC

853.98 TC  
 853.48 BC

854.36

854.16

855.13 TC  
 854.63 BC

854.93 TC  
 854.43 BC

855.38 TC  
 854.88 BC

856.68 TC  
 856.18 BC

856.48 TC  
 855.98 BC

857.08 TC  
 856.58 BC

857.78 TC  
 856.28 BC

856.58 TC  
 856.08 BC

857.18 TC  
 856.68 BC

Existing Line

856.88 BC  
 857.38 TC

856.38 BC  
 856.88 TC

856.68

857.48

857.48

857.05

857.75

857

STRUCTURE - #4

MANHOLE-NEENAH CASTING R-1760A  
 RIM ELEVATION - 854.75  
 INVERT IN - 848.25  
 INVERT OUT - 848.10

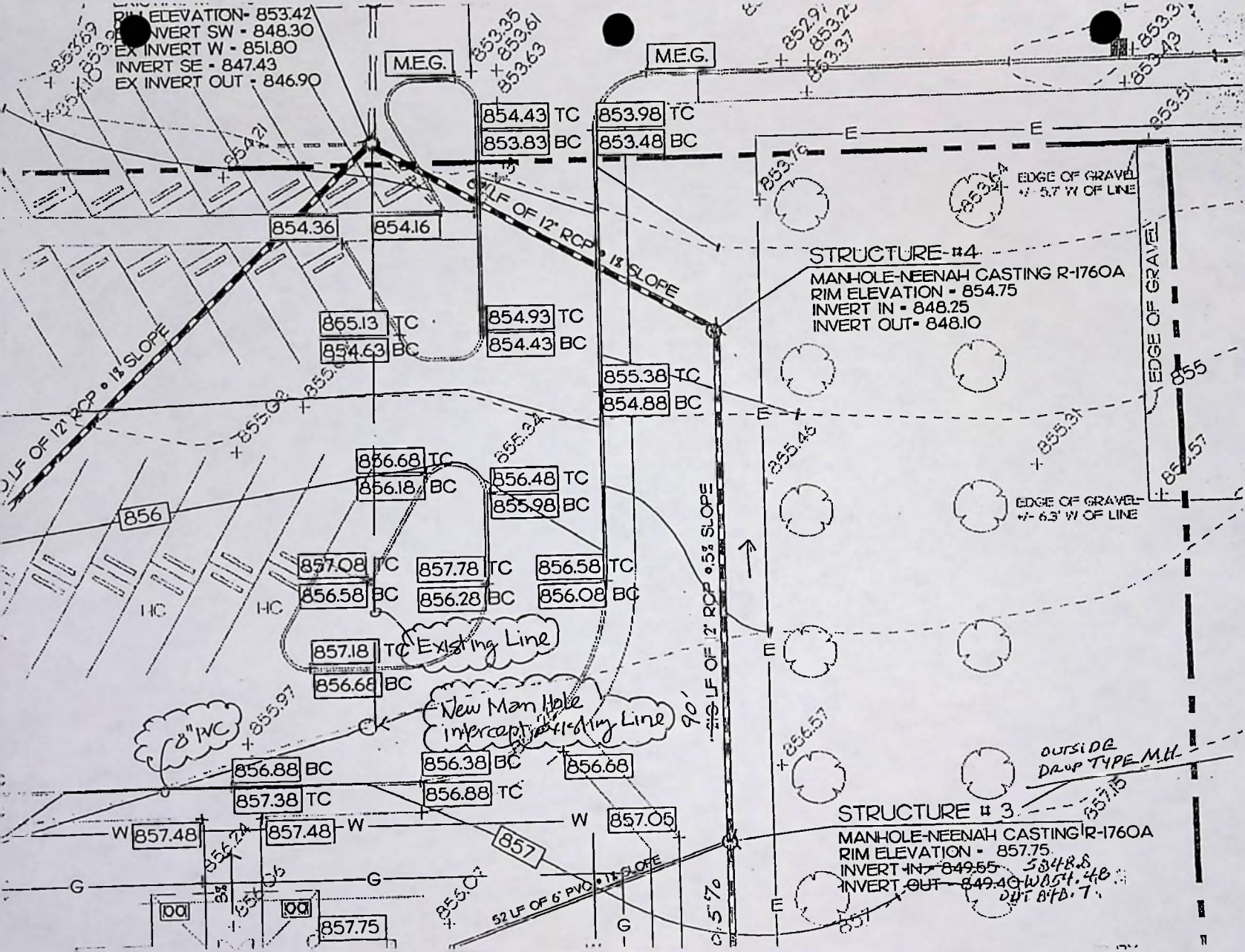
STRUCTURE # 3

MANHOLE-NEENAH CASTING R-1760A  
 RIM ELEVATION - 857.75  
 INVERT IN - 849.55  
 INVERT OUT - 849.40

EDGE OF GRAVEL  
+ 5.7' W OF LINE

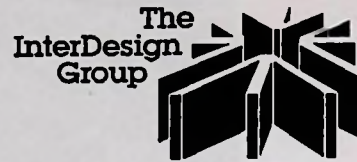
EDGE OF GRAVEL  
+ 6.3' W OF LINE

OUTSIDE  
DRAIN TYPE M.H.





September 17, 1996



David Ginn, Project Manager  
MD Rowe Construction, Inc.  
8739 Casle Park Drive  
Indianapolis, IN 46256

Total Architectural Development

RE: ELWOOD PROJECT SCHEDULE

Dear David:

The North Madison County Public Library System Board has directed us to obtain the following information regarding the project completion schedule for the new Elwood Public Library.

1. The date the project will be substantial complete and ready for Owner occupancy.
2. A listing of measures MD Rowe has taken pursuant to specification section 01310, 3.01 "Expedition of Work" to bring the project back on schedule.
3. A listing of additional measures MD Rowe plans to make in the future to expedite the completion of the project.
4. A listing of the critical deliveries or completion's of work that could further delay the project.

Additionally, the Board stated a commitment to maintaining a high level of quality through out the remaining installations in the project.

It should also be noted the General Conditions Article 8.2.1 states that "Time limits stated in the Contract Documents are of the essence of the Contract."

Please compile this information as quickly as possible and forward it to our Office and the Clerk of the Works.

Thank you

Sincerely,

Christopher S. McComas, NCARB

Project Architect

xc: Kathi Wittkamper, NMCPLS Director  
NMCPLS, Clerk of Works  
Joel Blum, IDG  
Arlen Packard, IDG  
Les Koelling, IDG  
Al Cox, IDG  
950017  
CSM

LIBRARY BOARD OF TRUSEES  
Regular Meeting for Business  
October 14, 1996  
6:30PM  
Executive Session

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

1. Purchase or Lease of Real Property  
IC 5-14-1.5-6-(B) (2) (d)
2. Personnel Matters  
IC 5-14-1.5-6-(b) (6)

ADJOURN

Public Meeting  
7:30pm

CALL TO ORDER

CALL FOR QUORUM

MINUTES

CHECK REGISTER & CHECKS

BUILDING REPORT

1. Report from Architect Joel Blum
2. Report from Clerk-of-the-Works Harold Etchison

OLD BUSINESS

NEW BUSINESS

1. Purchase or Lease of Real Property
  - a. Frankton
  - b. Summitville
  - c. Elwood

DIRECTOR'S REPORT

PUBLIC COMMENT

ADJOURN

PUBLIC COMMENT

ADJOURN

The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204  
317/263-9655  
Fax 317/263-9644

October 14, 1996

Board of Trustees  
 North Madison County Public Library System  
 124 North 16th Street  
 Elwood, Indiana 46036-1598

RE: OCTOBER BOARD UPDATE & ISSUES

Dear Trustees:

The project continues towards completion. We would like to present the following list of information and issues for Board comment and action.

**1. Project Budget: (Board Comment)**

Attached, please find the latest project budget update. The contingency balance is \$7,521.62 which does not reflect any moneys saved by making a full bond payment this last summer. (Approx \$87,000).

**2. Project Schedule: (Board Comment or Action)**

The contract completion date was October 4, 1996. The building was not completed by this date. The Contractor has coordinated the project completion with the movers, shelving delivery and the dedication date.

**3. Exterior Lighting: (Board Action)**

See Change Order #8.

**4. Change Orders: (Board Action)**

See attached Change Order Break down

**5. History/Gen table lamps : (Board Action)**

**6. Gas Line revision: (Board Comment)**

**North Madison County Public Library System**  
 Elwood Public Library  
**Building Budget Summary 14 October 1996**  
 Bond Issue Closing Information

<u>Amounts received from Purchaser</u>		
Principal amount of Bonds		\$2,500,000.00
Accrued Interest		\$12,387.50
	Total	<u>\$2,512,387.50</u>
Underwriter Discount		(\$37,500.00)
	Total Received	<u>\$2,474,887.50</u>

<u>Amounts deposited in Accounts</u>		\$2,474,887.50
Bond Interest Account		\$87,400.69
Bond Issuance Expense Account		\$48,000.00
Construction Account		\$2,339,486.81
	Total in Accounts	<u>\$2,474,887.50</u>

<u>Bond Interest Account Breakdown</u>		Total paid to NMCPLSLC	\$2,387,486.81
Interest During Construction			\$75,013.19
Accrued Interest			\$12,387.50
	Total		<u>\$87,400.69</u>

<u>Bond Issuance Expense Account Breakdown</u>			
	Bond Budget	Budget to Date	Difference
Legal	\$15,000.00	\$15,247.00	(\$247.00)
Bond Counsel	\$12,000.00	\$16,549.96	(\$4,549.96)
Financial Advisor	\$12,000.00	\$12,000.00	\$0.00
Ban Discount	\$1,000.00	\$1,000.00	\$0.00
Trustee	\$2,000.00	\$1,000.00	\$1,000.00
Bond Printing	\$2,000.00	\$1,431.30	\$568.70
Official Statement Printing	\$2,000.00	\$1,700.52	\$299.48
Legal Advertising	\$1,000.00	\$116.37	\$883.63
Ban Interest	\$4,142.00	\$4,142.00	\$0.00
Filing Fee	\$0.00	\$100.00	(\$100.00)
Corporation Filing Fee	\$0.00	\$15.00	(\$15.00)
Title Insurance	\$0.00	\$3,800.00	(\$3,800.00)
	Totals	\$51,142.00	\$57,102.15
			(\$5,960.15)
			<u>\$57,102.15</u>

Budget to date			
<u>Construction Account Breakdown</u>			
	Bond Budget	Budget to Date	Difference
Construction	\$2,118,000.00	\$2,141,496.00	(\$23,496.00)
Land & Land Improvements	\$30,137.00	\$30,137.25	(\$0.25)
Test & Surveys	\$8,000.00	\$6,055.00	\$1,945.00
Architect	\$155,000.00	\$155,000.00	\$0.00
Builders Risk Insurance	\$7,000.00	\$4,352.00	\$2,648.00
Contingencies	\$38,207.00	\$7,521.62	\$30,685.38
IDG Design Revisions	\$0.00	\$1,642.00	(\$1,642.00)
IDG Reimburse.	\$0.00	\$5,695.44	(\$5,695.44)
State Building Fee	\$0.00	\$597.50	(\$597.50)
CD Printing	\$0.00	\$8,057.87	(\$8,057.87)
Technology systems	\$20,000.00	\$22,055.98	(\$2,055.98)
	Totals	\$2,376,344.00	\$2,382,610.66
			(\$6,266.66)

Budget to date		\$2,382,610.66
Trustee Earnings to date		(\$52,226.00)
	Total	<u>\$52,226.00</u>
	Project Total	<u>\$0.00</u>



*al*

950017 Elwood Public Library Client: 2330 North Madison Cty Public Library  
 Fee type: % of CC Project staff: JPB Completion: Proj type: LIBRARIES  
 Status: Active Billing staff: JPB Budget rev: Last inv: 7-22-96  
 ---Current---PTD---Budget---% Spent RPC ---Rates--- Remaining Hours  
 Hours Earned Hours Earned Hours Earned Hrs Ern WPC Act Bud Earned @Act @Bu

Labor

Project Administration - R.T.

Christopher McComas			86.0	4,528					52.65
David C. Sweet			10.0	1,006					100.62
John C. Thomas			10.0	604					60.45
Jorja J. Carmichael	7.0	307	50.5	2,149					42.55
Janis L. Hartman			11.0	164					14.95
Joel P. Blum	9.5	1,507	129.5	13,498					104.23
Lester P. Koelling			27.0	2,229					82.55
Linda S. Kleingartner			2.5	92					36.89
Mary Jane Prater	5.0	218	21.5	869					40.44
Marilyn L. Duhamell			17.0	536					31.53
Nancy L. Macy			17.0	400					23.55
Phillip G. Howard			1.0	130					129.91
Labor code total:	21.5	2,032	383.0	26,207					68.43

Architectural Design/Docum-R.T

Arlen J. Packard			8.5	870					102.40
Christopher McComas	6.0	331	374.0	16,429					43.93
David A. Wietbrock			62.2	3,542					56.94
David C. Sweet			1.5	151					100.62
Digby K. Terry			95.5	6,393					66.94
Gregory T. Buchanan			18.5	300					16.20
H. Lisa Tharp-Roberson			5.0	292					58.33
Joel P. Blum			5.5	715					129.91
James R. Funk			79.0	4,641					58.75
Michael D. Bivens			7.8	112					14.38
Ronald A. Miller			24.0	1,402					58.44
Labor code total:	6.0	331	681.5	34,847					51.13

HVAC Engineering/Document-R.T.

Gregory M. Hofer			53.5	2,173					40.63
Kimberly A. Palmer	35.5	2,331	35.5	2,331					65.65
Lester P. Koelling	2.0	214	12.0	1,244					103.69
Michael R. Cast			250.5	9,692					38.69
Paul L. Smith			39.5	2,601					65.85
Walter C. Henricks			8.0	512					64.06
Labor code total:	37.5	2,545	399.0	18,553					46.50

Plumbing Engineering/Docum-R.T

Timothy R. Luley			128.0	8,146					63.64
Labor code total:			128.0	8,146					63.64

Electrical Engineer/Docum-R.T.

Christopher McComas			97.0	5,029					51.85
Labor code total:			97.0	5,029					51.85

Interiors Design/Document-R.T.

Gary L. Kawalek			282.0	11,305					40.09
Labor code total:			282.0	11,305					40.09

Site Developmt Design/Docum-RT

# Change Order

AIA Document G701 - Electronic Format

OWNER [ ]  
 ARCHITECT [ ]  
 CONTRACTOR [ ]  
 FIELD [ ]  
 OTHER [ ]

PROJECT:  
 (name, address)  
North Madison County Public Library System  
Elwood Public Library  
16th & Main Street  
Elwood, Indiana 46036

CHANGE ORDER NUMBER: 06  
 DATE: 12 July 1996  
 ARCHITECT'S PROJECT NO: 950017  
 CONTRACT DATE: Nov. 14, 1995  
 CONTRACT FOR: All Construction

TO CONTRACTOR:  
 (name, address)  
M. D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250  
 The Contract is changed as follows:

1. Furnish all labor, material and equipment to complete the work and revisions described by Proposal Requests Nos. 4 and 7, copies attached, for the sum of \$4,741.00.
2. Unforeseen condition, remove below grade concrete to install parking lot light pole bases.  
Add \$269.00

Total add: \$5,010.00

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum)(Guaranteed Maximum Price) was \$2,118,000.00  
 Net change by previously authorized Change Orders \$15,995.00  
 The (Contract Sum)(Guaranteed Maximum Price) prior to this Change Order was \$2,133,995.00

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

The (Contract Sum)(Guaranteed Maximum Price) will be (increased)(decreased)(unchanged) by this Change Order in the amount of \$5,010.00

The new (Contract Sum)(Guaranteed Maximum Price) including this Change Order will be \$2,139,005.00

The Contract Time will be (increased)(decreased)(unchanged) by (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is unchanged

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

ARCHITECT

Address

The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

BY \_\_\_\_\_

DATE \_\_\_\_\_

CONTRACTOR

Address

M.D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250

BY \_\_\_\_\_

DATE \_\_\_\_\_

OWNER

Address

North Madison Co. Public Library System  
124 N. 16th Street  
Elwood, IN 46036

BY \_\_\_\_\_

DATE \_\_\_\_\_

**MD Rowe**  
**CONSTRUCTION INC.**  
GENERAL CONTRACTORS/CONSTRUCTION MANAGERS

AL Cox

July 2, 1996

The Interdesign Group  
141 East Ohio Street  
Indianapolis, Indiana 46204

Att: Al Cox

RE: P.R. # 07 & P.R.# 04

C.O. # 6

Dear Al,

The following is the cost associated with the referenced proposal requests;

1. P.R. 04  
a. Original approved amount \$ 1,300.00 ✓  
b. Credit to delete soffit louver (300.00)  
Per note #20 of P.R. # 07

TOTAL ADD \$ 1,000.00

2. P.R. # 07  
a. Crossroads additional M&L per Attached breakdown \$ 3,813.00 ✓  
b. Crossroads credit for # 20 (890.00) ✓  
c. Engineering time to modify trusses at Column line B between 7&8 Powell truss 8 MH @ \$55.00 440.00  
d. Modify drywall at 16 locations for Transfer grills 16 MH @ \$ 23.64 200.00















\$3,941.00  
5% MDR OH&P -197.00  
TOTAL SUBCONTRACTOR ADD \$ 4,138.00

3563.00  
178.00  
3,741.00














TO : CROSSROADS AC

**Elwood Public Library  
Proposal Request No. 7  
IDG 950017**

Reference Drawings M2.1, M2.2 and M3.2 revised 5/21/96

- NC  Revise 42" x 72" x 60"H supply air plenum at AHU-1 to be 42" x 42" x 60"H. Reference revised Drawing M3.3.
- NC  Delete transition and 32" x 18" ductwork between VAV-02 and VAV-03. Extend 40" x 18" ductwork to transition downstream of VAV-03. Reference revised Drawing M2.1.
- SEE VAV CHANGE  Revise VAV-08 and associated ductwork as follows: Increase VAV-08 from size 5 to size 6, 405 CFM max., 250 CFM min., 13.6 MBH heating, 2 row coil, 6" inlet. Add 6" x 6" supply grille (type SG-2) to Computer Room 134A. Add 6" x 6" ductwork and volume damper to grille. Revise 8" x 10" ductwork downstream of VAV-08 to 10" x 10". Reference revised Drawing M2.1
- NC  Locate transition from 8" x 12" duct to 8" x 10" duct downstream of elbow between VAV-11 and VAV-12. Reference revised Drawing M2.1.
- NC  Revise 4" x 12" ductwork on low pressure side of VAV-03 to 6" x 12". Reference revised Drawing M2.1.
- NC  Revise 4" x 12" ductwork on low pressure side of VAV-05 to 6" x 12". Reference revised Drawing M2.1.
- NC  Revise VAV-09 low pressure ductwork; to locate volume dampers in accessible ceiling. Reference revised Drawing M2.1.
- 120" VAV BOX CHANGE  Revise VAV-16 and associated ductwork as follows: increase VAV-16 from size 10 to size 12, 1330 CFM max., 800 CFM min., 43.4 MBH heating, 2 row coil, 12" inlet. Revise 20" x 10", 14" x 10", 12" x 10", 8" x 10" and 4" x 10" ductwork to be 20" x 12", 14" x 12", 12" x 12", 12" x 10" and 6" x 10" on low pressure side of VAV-16. Reference revised Drawing M2.1.
- + 65"  Revise 14" x 10", 12" x 10", 8" x 10" and 4" x 10" ductwork on low pressure side of VAV-17 to be 14" x 12", 12" x 12", 12" x 10" and 6" x 10". Reference revised Drawing M2.1.
- NC  In Men 102, Women 103, and Janitor 104, revise all 4" x 6" ducts to 6" x 6". Reference revised Drawing M2.1.
- NC  In Boys 125, Girls 126, Janitor 127 and Toilet 129, revise all 4" x 6" ducts to 6" x 6". Reference revised Drawing M2.1.
- SEE GRILLE CHANGE  Replace "Diffusers, Grilles, and Registers Schedule" on Drawing M3.1 with "Linear Slot Diffuser Schedule" and "Grilles and Registers Schedule". Reference revised Drawing M3.3. Revise floor plan diffuser tags throughout. Reference revised Drawing M2.1.
- + 320"  Revise linear slot diffusers at bulkhead to be linear bar diffusers (type SG-1) provide sheetmetal connection to back of diffuser. Mount diffuser in side wall such that bar deflection directs air toward ceiling. Refer to Architectural Drawings for bulkhead framing detail. Reference revised Drawing M2.1.
- SEE GRILLE CHANGE  Provide return grille (Type RG-2) in ceiling. Typical for Lobby 101 and Vestibule 132. Reference revised Drawing M2.1.

FROM : CROSSROADS AC

- NC  Duct size clarification: Ductwork between 20" x 12" main and VAV-09 shall be 20" x 12". Reference revised Drawing M2.1.
- NC  Duct size clarification: Ductwork downstream of VAV-02 shall be 18" x 10". Reference revised Drawing M2.1.
- NC  Extend 28" x 24" return air ductwork to allow for relocation of 20" x 16" ducts to chase on either side of Circulation/Reference 138. Drop 20" x 16" duct down in chase and connect to 16"W x 20"H opening in chase wall (Typical of 2). Provide grille (Type RG-3) in wall below display case. Mount centerline of grille at +24" AFF. Paint cavity behind grille flat black. Revise plan note 14 to reflect above changes. Reference revised Drawing M2.1.
- SEE GRILLE CHANGE  Revise 48" x 22" outside air ductwork to avoid conflict with roof joists. Split duct into two 18"W x 30"H ducts extending to soffit louver. Slope duct with structure between joists. Provide sheetmetal plenum on back of louver for duct connection. Relocate motorized outside air dampers. Revise plan note 5 and plan note 12 to reflect above changes. Reference revised Drawing M2.1. Note: This item supersedes corrections made in ASI No. 5 dated 20 March 1996.
- + 1173"  Revise 36"W x 24"H return air motorized damper to be 48"W x 22"H. Reference revised Drawing M3.3. Revise plan note 11 to reflect above changes. Reference revised Drawing M2.1.
- NC  Delete 22" x 48" relief air ductwork from attic above Corridor 131 and Vestibule 132. Delete soffit louver. Relocate motorized damper to attic air stop wall. Provide ductwork to extend from air stop and damper down into ceiling plenum below attic. Delete plan note 6 and plan note 8. Revise plan note 13 to reflect above changes. Reference revised Drawing M2.1. Note: This item supersedes corrections made in ASI No. 5 dated 20 March 1996.
- 890"  Plan note clarification: Revise plan note 7 to read as follows:  
7. Connect 14" x 10" ductwork to outside air intake louver. Refer to architectural drawing for exact size location of louver. Approximately size is 1'-4" x 2'-0".  
Reference revised Drawing M2.1.
- NC  Provide transfer opening. Revise Plan Note 2 to read:  
2. 10" x 20" transfer air opening in wall above ceiling".  
Reference revised Drawing M2.1.
- + 109"  Reroute piping to avoid Electrical Room 112 and Book Drop 105. Reference revised Drawing M2.2
- Items with no drawing changes:  
?? \* Revise AHU-1 total static pressure to be 3.56 in. **AHU SHIPPED. COULD REQUIRE DUCT CHANGE**  
NC \* Revise VAV-03 maximum air quantity to be 1370 CFM.  
NC \* Revise EF-1 exhaust air quantity to be 535 CFM.  
NC \* Revise EF-2 exhaust air quantity to be 300 CFM.
- + 623" ADD FOR TWO (2) VAV BOXES (ORIGINAL ALREADY SHIPPED) FOR  AND  AND  AND 

JUL. 1. 1996 1:42PM  
PHONE NO. : 317 7834033

JUL. 1. 1996 1:43PM P 2  
PHONE NO. : 317 7834033

214

FROM : CROSSROADS AC

FROM : CROSSROADS AC

### Crossroads Airconditioning Corporation

\*\*NEW ADDRESS\*\*

3510 S. Keystone Ave. Suite A Indianapolis, IN 46227

Voice (317) 783-3306

FAX (317) 783-4033

#### FAX MESSAGE

Sheet 1 of 4

TO: M.D. ROWE CONSTRUCTION FROM: LEN SKOCH

DAVID GINN

SUBJECT: ELWOOD LIBRARY DATE: 7/1/96

PROPOSAL REQUEST #7 COST BREAKDOWN PER REQUEST

△ VAV 16 INCREASE DUCT SIZE 42 LINEAL FEET

METAL \$13

FABRICATION 2 1/2 HR 19

ERECTION 2 HR 57

INSULATION MATERIAL 15

\$104

+15% OH/P 16

+ \$120<sup>0</sup>

+ VAV BOX PRICE

△ VAV 17 INCREASE DUCT 38 LF

METAL 10

FAB 10

ERECTION 29

INSULATION 8

\$57

+15% OH/P 8

+ \$65<sup>0</sup>

+ 105

△13

REVISE SLOT DIFFUSER FAB/INSULATION BOOTES

METAL/INSULATION	\$49
FABRICATION 3R	86
ERECTION 3R	86
INSULATE	57
	<u>\$278</u>

+15% OH/P 42  
\$320

+ GIVE PRICE CHANGE

△18

REVISE OF DUCT

FAB DUCT 4R	114
ERECTION DUCT 13R	371
INSULATEDUCT 6R	171
INSULATION MATERIAL	48
	<u>\$704</u>

+15% OH/P 106  
\$810

+ Temp Control Change/Dumps + 346  
+5% OH/P 17

363

TOTAL ADD \$1173

+1413.80

JUL. 1. 1996 1:44PM P 3  
PHONE NO. : 317 7834033

JUL. 1. 1996 1:44PM P 3  
PHONE NO. : 317 7834033

FROM : CROSSROADS AC

IDS AC

3 +

4.4

20 REVISE RELIEF DUCT

DELETE	31 hours		
ADD	14 hours		
NET DEDUCT	17 hours @ \$28.57/h	486	

DELETE METAL/INSUL	\$ 388
ADD METAL/INSUL	<u>100</u>

NET DEDUCT 288

	774
+ OH & PROFIT	<u>116</u>

NET DEDUCT \$ 890.00

TO ADD FOR TWO (2) VAV BOXES  
(ORIGINAL ALREADY SHIPPED) FOR 3 AND 8

PRICE ADD	\$ 542.00
+ 15% OH/P	<u>81</u>
NET ADD	<u>\$ 623.00</u>

TO CHANGE GRILLE / REGISTER SPECIFICATION  
FOR 12 14 & 17

PRICE ADD	\$ 1220.00
+ 15% OH/P	<u>183</u>

390.00

NET ADD \$ 1403

00  
00  
00  
00  
00

23 REPAIR Hydronic Ground Electric Room

40' PIPE/FITTING	\$ 38
2 hours LABOR	<u>57</u>

	95
+ 15% OH/P	<u>14</u>

NET ADD	\$ 109.00
-(390.00)	<u>+ 109.00</u>

+ 2026.00



# Change Order

AIA Document G701 - Electronic Format

OWNER [ ]  
ARCHITECT [ ]  
CONTRACTOR [ ]  
FIELD [ ]  
OTHER [ ]

PROJECT:  
(name, address)  
North Madison County Public Library System  
Elwood Public Library  
16th & Main Street  
Elwood, Indiana 46036

CHANGE ORDER NUMBER: 07

DATE: 30 September 1996

ARCHITECT'S PROJECT NO: 950017

CONTRACT DATE: Nov. 14, 1995

CONTRACT FOR: All Construction

TO CONTRACTOR:  
(name, address)  
M. D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250

The Contract is changed as follows:

Furnish all labor, material and equipment to complete the work and revisions described by ASI No. 16, copy attached.

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum)(Guaranteed Maximum Price) was	<u>\$2,118,000.00</u>
Net change by previously authorized Change Orders	<u>\$21,005.00</u>
The (Contract Sum)(Guaranteed Maximum Price) prior to this Change Order was	<u>\$2,139,005.00</u>
The (Contract Sum)(Guaranteed Maximum Price) will be (increased)(decreased)(unchanged) by this Change Order in the amount of	<u>\$818.00</u>
The new (Contract Sum)(Guaranteed Maximum Price) including this Change Order will be	<u>\$2,139,823.00</u>

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

The Contract Time will be (increased)(decreased)(unchanged) by (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is unchanged

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

ARCHITECT

Address

The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

BY [Signature]

DATE 10-10-96

CONTRACTOR

Address

M.D. Rowe Construction, Inc.  
P.O. Box 502738  
Indianapolis, IN 46250

BY [Signature]

DATE 10-8-96

OWNER

Address

North Madison Co. Public Library System  
124 N. 16th Street  
Elwood, IN 46036

BY \_\_\_\_\_

DATE \_\_\_\_\_

INTERDESIGN GROUP

IDG 950017

ELWOOD PUBLIC LIBRARY

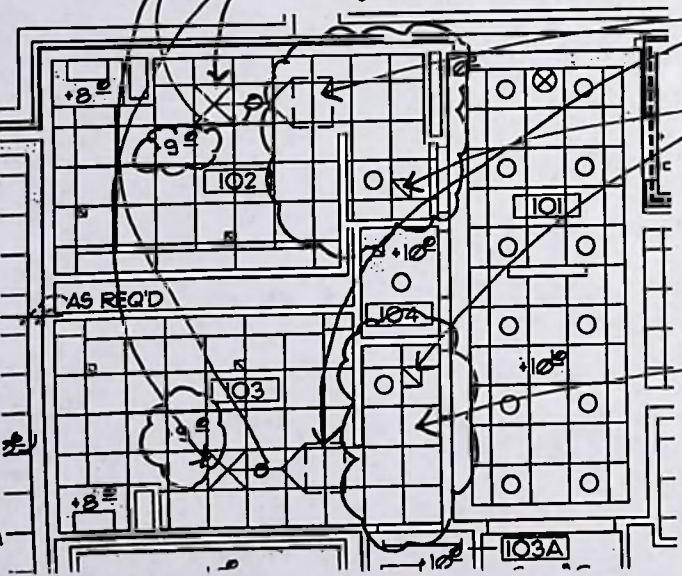
8-19-96

DRAWING ASI-16

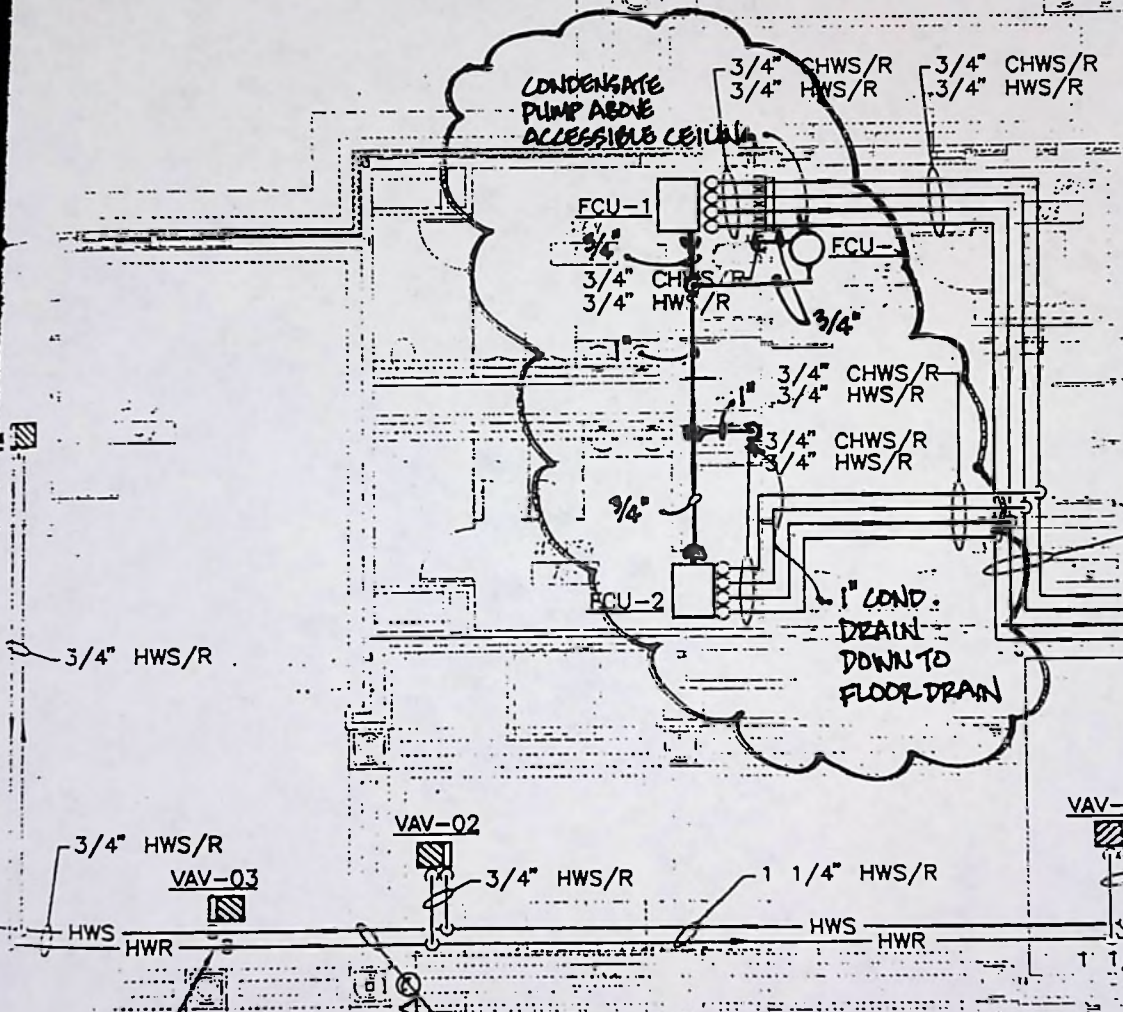
Provide 8"  $\phi$  duct, volume damper and transition as necessary to connect diffuser to Fan coil Unit  
Provide Titus model "TDC" diffuser: 9" x 9" w/ 24" x 24" Lay-in panel, 2 way corner blow, max NC=25.

Mount unit above ceiling w/o cabinet w/ clearance for filter replacement  
Provide Titus model "50F" return grille: 12" x 12", 1/2" x 1/2" x 1/2" eggcrate

Lower ceiling to 9'-0" and delete gyp board ceiling and extend lay-in tile grid.



**NOTE: CONNECT CONDENSATE PUMP TO FCU-3 CIRCUIT.**



3/4" HWS/R  
DOWN TO  
VAV BOX

Post-It® Fax Note	7671	Date	8/7	# of pages	2
To	David Ginn	From	Chris McComas		
Co./Dept.	MID ROWE	Co.	IDE		
Phone #		Phone #	263-9653		
Fax #	578-7840 (157)	Fax #			

*Please review comment*

INTERDESIGN GROUP

IDG 950017

ELWOOD PUBLIC LIBRARY

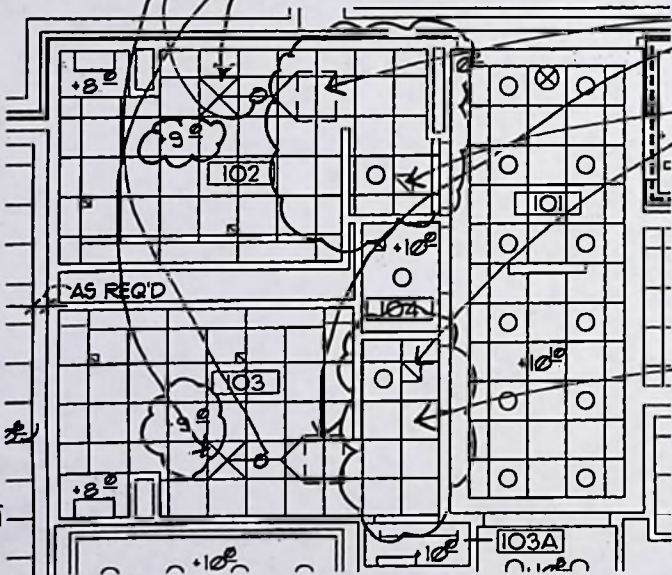
8-19-96

DRAWING ASI-16

Provide 8"  $\phi$  duct, volume damper and transition as necessary to connect diffuser to Fan coil Unit  
Provide Titus model "TDC" diffuser: 9" x 9" w/ 24" x 24" Lay-in panel, 2 way corner blow, max NC=25.

Mount unit above ceiling w/o cabinet w/ clearance for filter replacement  
Provide Titus model "50F" return grille: 12" x 12", 1/2" x 1/2" x 1/2" eggcrate

Lower ceiling to 9'-0" and delete gyp board ceiling and extend lay-in tile grid.



# Change Order

AIA Document G701 - Electronic Format

OWNER [ ]  
ARCHITECT [ ]  
CONTRACTOR [ ]  
FIELD [ ]  
OTHER [ ]

PROJECT:  
(name, address)  
North Madison County Public Library System  
Elwood Public Library  
16th & Main Street  
Elwood, Indiana 46036

CHANGE ORDER NUMBER: 08  
DATE: 10 October 1996  
ARCHITECT'S PROJECT NO: 950017  
CONTRACT DATE: Nov. 14, 1995  
CONTRACT FOR: All Construction

TO CONTRACTOR:  
(name, address)  
M. D. Rowe Construction, Inc.  
P.O. Box 502733  
Indianapolis, IN 46250

The Contract is changed as follows:

Furnish all labor, material and equipment to complete the work and revisions as described by ASI #9, ASI #17, and ASI #18 (Note: ASI #9, cost of steel lintels is charged to allowance), copies attached.

1.	ASI #9	\$835.00
2.	ASI #17	\$ 97.00
3.	ASI #18	\$741.00
	Total	\$1673.00

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum)(Guaranteed Maximum Price) was	\$2,118,000.00
Net change by previously authorized Change Orders	\$21,823.00
The (Contract Sum)(Guaranteed Maximum Price) prior to this Change Order was	\$2,139,823.00
The (Contract Sum)(Guaranteed Maximum Price) will be (increased)(decreased)(unchanged) by this Change Order in the amount of	\$1,673.00

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.

The new (Contract Sum)(Guaranteed Maximum Price) including this Change Order will be \$2,141,496.00  
The Contract Time will be (increased)(decreased)(unchanged) by (2) days.  
The date of Substantial Completion as of the date of this Change Order therefore is unchanged.  
NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

ARCHITECT  
Address  
The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204  
BY \_\_\_\_\_  
DATE \_\_\_\_\_

CONTRACTOR  
Address  
M.D. Rowe Construction, Inc.  
P.O. Box 502733  
Indianapolis, IN 46250  
BY \_\_\_\_\_  
DATE \_\_\_\_\_  
OWNER  
Address  
North Madison Co. Public Library System  
124 N. 16th Street  
Elwood, IN 46036  
BY \_\_\_\_\_  
DATE \_\_\_\_\_

# Architect's Supplemental Instructions

AIA Document G710 - *Electronic Format*

PROJECT:  
*(name, address)*  
Elwood Public Library  
North Madison County

OWNER:  
North Madison County  
Public Library System  
Leasing Corp.

TO:  
*(Contractor)*  
M. D. Rowe Construction, Inc.  
8739 Castle Park Drive  
Indianapolis, In 46256  
Attn: Mr. David Ginn w/4 copies attachments

CONTRACT FOR: General Construction  
CONTRACT DATED:

ARCHITECT'S SUPPLEMENTAL  
INSTRUCTION NO: 09

DATE OF ISSUANCE: May 9, 1996

ARCHITECT:  
The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

Owner [ ]  
Architect [ ]  
Consultant [ ]  
Contractor [ ]  
Field [ ]  
Other [ ]

ARCHITECT'S PROJECT NO: 950017

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgement that there will be no change in the Contract Sum or Contract Time.

Description:

Revise the north wall of mechanical area around the air cooled condensing unit (ACCU-1) in accordance with attached drawing. The gas meter is to be moved to the northwest corner of the utility enclosure on the exterior side of the wall. The landscaping is to be curved to the north to clear this area.

Attachments:

*(Here insert listing of documents that support description.)*  
Drawing ASI-9 dated 5/9/96, copy of McQuay letter and HBA memo

ISSUED BY:

BY: Al Cox, Construction Administration

cc: Kathi Wittkamper, Director NMCPPLS, w/attachment  
Don Hill, NMCPPLS Leasing Corp., w/attachment  
Harold Etchison, NMCPPLS Clerk of Works, w/attachment  
Joel Blum, IDG  
Chris McComas, IDG, w/attachment  
Les Koelling, IDG  
File 950017 w/attachment  
*Architect*

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.



Total Architectural Development

MD Rowe CONSTRUCTION INC. GENERAL CONTRACTORS/CONSTRUCTION MANAGERS

July 1, 1996

The Interdesign Group 141 East Ohio Street Indianapolis, Indiana 46204

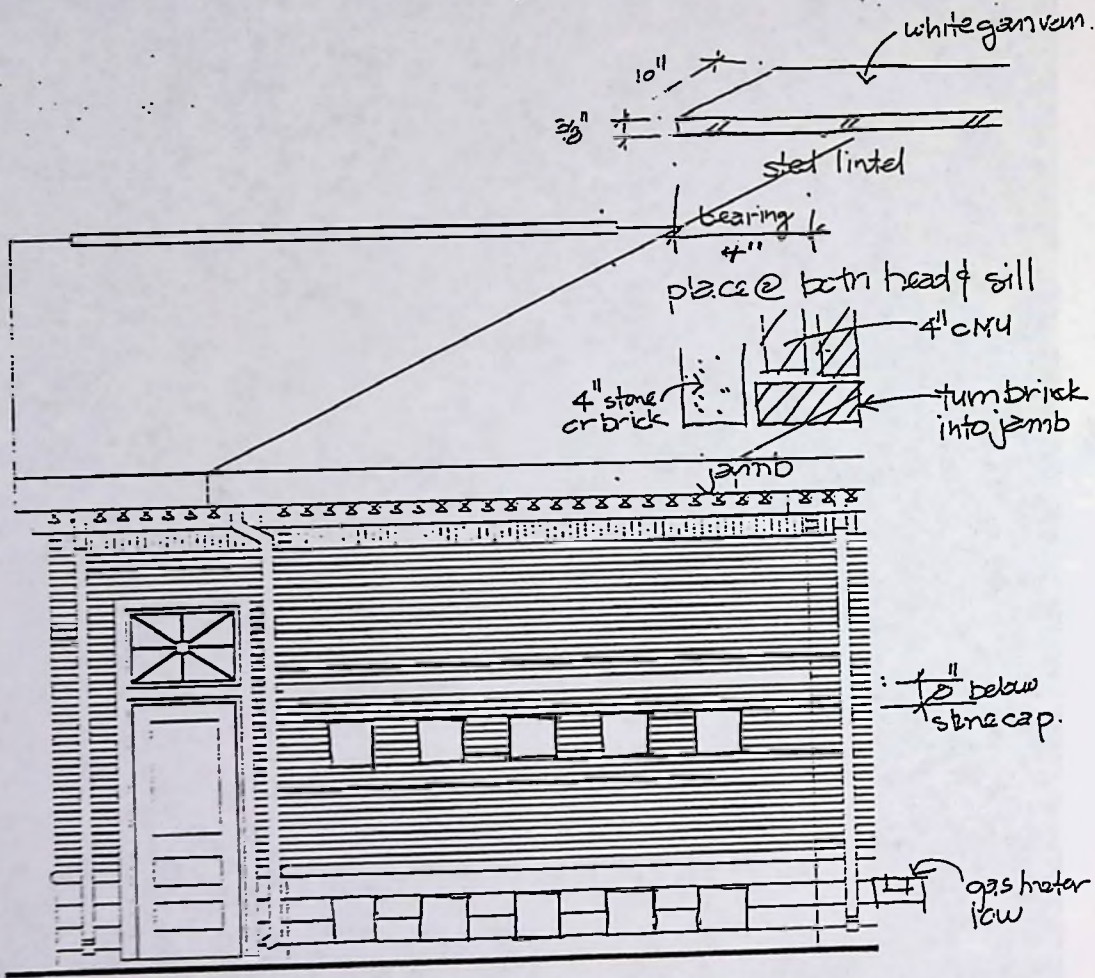
Attn: Al Cox

RE: REVISED PRICING FOR ADI # 09

ASI #9

LETTER 7-1-96

Handwritten calculations: 775, 835.00, 425, 1260



DRAWING ASI-9 5-9-96

Dear Al,

The following is the cost for the modification of the ACCU and the masonry wall to correct the design problems that restricted the air flow to the above unit. Our original letter dated June 5, 1996 was submitted per the contract documents that call for material and labor breakdown, no itemization is required by the documents. Also already discussed is the issue of additional supervision caused by this change, we still disagree with your response but to avoid any further delay we have taken that cost out of our original proposed cost submitted on June 5, 1996. We are also furnishing a break out cost, this item needs to be approved in writing A.S.A.P.

Broadly Campbell Masonry

Additional labor for installation of lintels, saw cut jamb brick, and build jambs at each of the 10 holes.

Mason	28MH @ \$20.55	\$575.40
Hod carrier	8.MH @ \$18.11	144.88
Saw & Diamond blade use		75.00
		<u>795.28</u>

Grant County Steel

Ten hot dip galvanized plates.

10 pieces	10 @ \$42.50	\$425.00
Delivery		67.00
		<u>522.00</u>

Crossroads Air Conditioning

Rails	2 @ \$276.00	\$552.00
Labor	1 @ \$33.00	33.00
		<u>585.00</u>

PAGE 2

Additional Subcontractor & Supplier

MDR. 5% OH & P

\$ 1,872.00 /  
94.00 /

Subtotal

MDR. 1.5% Bond

\$ 1,966.00 /  
29.00 /

TOTAL CHANGE

\$ 1,995.00 /

Please review and approve this change A.S.A.P. so we may get the hot dip galvanized plates ordered so as not to cause any further delay.

*David Ginn Project Manager*  
David Ginn Project Manager

cc Chris McComas  
Harold Etchison

157

Post-It® Fax #109	7671	Envy-16-96	3
To	DAVID GINN	From	AL Co.
Co./Dept.	M.D. ROWE CONSTRUCTION	Co.	INTERDESIGN GROUP
Phone #	578-2737	Phone #	263-9655
Fax #	578-7840	Fax #	263-9644

# Architect's Supplemental Instructions

AIA Document G710 - Electronic Format

Owner [ ]  
Architect [ ]  
Consultant [ ]  
Contractor [ ]  
Field [ ]  
Other [ ]

**PROJECT:**

(name, address)

Elwood Public Library  
North Madison County

**OWNER:**

North Madison County  
Public Library System  
Leasing Corp.

**TO:**

(Contractor)

M. D. Rowe Construction, Inc.  
8739 Castle Park Drive  
Indianapolis, In 46256

Attn: Mr. David Ginn, w/5 copies of attached

**CONTRACT FOR:** General Construction

**CONTRACT DATED:**

**ARCHITECT'S SUPPLEMENTAL INSTRUCTION NO:** 17

**DATE OF ISSUANCE:** 9 September 1996

**ARCHITECT:**

The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

**ARCHITECT'S PROJECT NO:** 950017

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgement that there will be no change in the Contract Sum or Contract Time.

**Description:**

Add one duplex electrical outlet and revise equipment layout in accordance with attached drawing.

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION. AUTHENTICATION OF THIS ELECTRONICALLY DRAFTED AIA DOCUMENT MAY BE MADE BY USING AIA DOCUMENT D401.



Attachments:

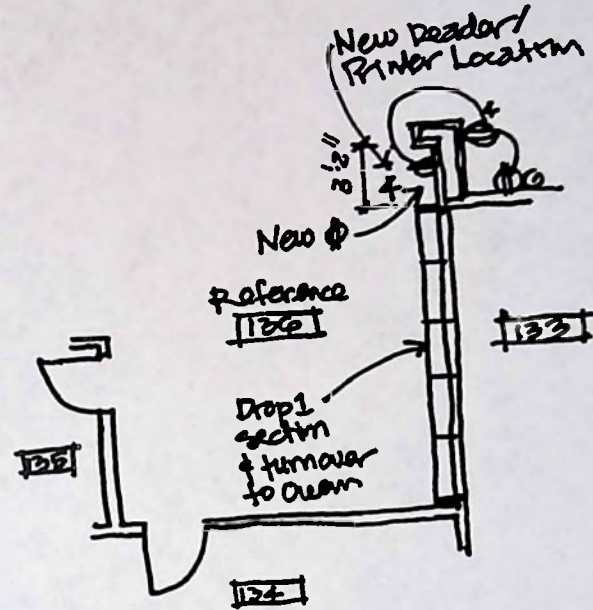
(Here insert listing of documents that support description.)  
Drawing ASI 17 dated 9/9/96

ISSUED BY:

BY: Al Cox, Construction Administrator

cc: Kathi Witkamper, Director NMCPLS, w/attachment  
Don Hill, NMCPLS Leasing Corp, w/attachments  
Harold Etchison, NMCPLS Clerk of Works, w/attachments  
Joel Blum, IDG  
Chris McComas, IDG  
File 950017, w/attachments

Architect



DRAWING ASI-17 9-9-96

INTERDESIGN GROUP # 950017

Post-It® Fax Note	7671	Date	9-16-96	# of pages	2
To	DAVID GINN	From	AL COX		
Co./Dept.	M.D. ROWE CONST	Co.	INTER DESIGN GROUP		
Phone #	578-2237	Phone #	263-9655		
Fax #	578-2846	Fax #	263-9644		

AL

# Architect's Supplemental Instructions

AIA Document G710 - Electronic Format

- Owner [ ]
- Architect [ ]
- Consultant [ ]
- Contractor [ ]
- Field [ ]
- Other [ ]

PROJECT:  
(name, address)  
Elwood Public Library  
North Madison County

ARCHITECT'S SUPPLEMENTAL  
INSTRUCTION NO: 18  
DATE OF ISSUANCE: 16 September 1996

OWNER:  
North Madison County  
Public Library System  
Leasing Corp.

ARCHITECT:  
The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204

TO:  
(Contractor)  
M. D. Rowe Construction, Inc.  
8739 Castle Park Drive  
Indianapolis, In 46256  
Attn: Mr. David Ginn

ARCHITECT'S PROJECT NO: 950017

CONTRACT FOR: General Construction

CONTRACT DATED:

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgement that there will be no change in the Contract Sum or Contract Time.

Description:

Reference Drawing E1.1  
Relocate two light fixtures marked "X" from the flag pole to the "Wendell L. Wilkie High School Entrance"  
("Arch"). One fixture located 10'-0" north of north face of "Arch" and centered on "Arch" east and west, one

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fixture located the same on the south side of the "Arch". These two fixtures are to be on circuit 28. The two fixtures marked "T" on the west elevated of the building are to be changed from circuit 28 to circuit 30.

Reference Drawing E5.2

Revise Contactor Schedule as follows:

1. Cont. #D, delete C-28 & 30. Change control circuit to 32.
2. Add - Cont. #E - load or location C-28 & 30 - type, Mech. held- amp rating, 20 - No. of poles, 2 - voltage, line 120 control 120 - control circuit C-28 - control, on photo cell off time clock - remarks, ASCO #91722031C-47D.

Attachments:  
(Here insert listing of documents that support description.)  
None

ISSUED BY:

BY: Al Cox, Construction Administrator

cc: Kathi Wittkamper, Director NMCPLS  
Don Hill, NMCPLS Leasing Corp  
Harold Etchison, NMCPLS Clerk of Works  
Joel Blum, IDG  
Chris McComas, IDG  
File 950017

Architect

# M. D. Rowe

CONSTRUCTION, INC.  
8739 Castle Park Drive  
Indianapolis, IN 46258

## FAX TRANSMITTAL

PROJECT # : 140  
PROJ. NAME : Elwood Library  
ATTACHED : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO: NAME : Al Cox  
FIRM : EDG  
FAX # : ( )  
DATE : 10-3-96  
TIME : \_\_\_\_\_

*10-3-96*  
*To: CHR - M<sup>C</sup>C*  
*FOR REVIEW AND*  
*COMMENT:*  
*ALC,*

### COMMENTS :

*Al,*  
*Additional copies of cost*  
*on ASI #17 & #18 per*  
*your request.*

PHONE : (317) 578-2737  
FAX : (317) 578-7840

SIGNATURE : David Ginn P. Mag.  
NAME : \_\_\_\_\_

INCLUDING THE COVER SHEET 5 PAGES WERE SENT, PLEASE CALL IF ALL WERE NOT RECEIVED



September 26, 1996

The Interdesign Group  
141 East Ohio Street  
Indianapolis, Indiana 46204

Attn: Al Cox

Re: Elwood Library - ASI # 17 & # 18

Dear Al,

Below is the proposed cost for the changes associated with the above ASI's. We have attached Porter Electric's breakdown for your information. The cost are as follows;

#### ASI # 17

Porter Electric		\$ 90.63
M.D.Rowe	5% OH&P	4.53
M.D.Rowe	1.5%BOND	1.43
<b>TOTAL</b>		<b>\$ 96.59 O.K.</b>

#### ASI # 18

Porter Electric		\$695.25	98.22	371.75
M.D.Rowe	5% OH&P	34.76	4.91	18.59
M.D.Rowe	1.5%BOND	10.96	1.47	5.50
<b>TOTAL</b>		<b>\$740.97</b>	<b>\$104.60</b>	<b>396.24</b>

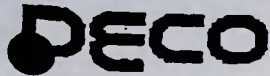
Please note that these fixtures are a possible 8 to 10 week delivery after order. Please process the change order A.S.A.P.

*David Ginn Project Manager*  
David Ginn Project Manager  
cc: Pending changer order

*12.2*  
*371.75*  
*18.59*  
*5.50*  
*396.24*  
*365.00*  
*764.74*

INDUSTRIAL - COMMERCIAL

DESIGN AND BUILD



September 25, 1996

M.D. Rowe Construction Inc.  
8739 Castle Park Drive  
Indianapolis, IN 46256

Dear Mr. Ginn,

Here is the pricing that you requested.

Cost to furnish and install one duplex receptacle ASI #17:

Material

Duplex receptacle	\$ 4.50
Box	77
Receptacle cover plate	.25
MC cable	4.17
MC connectors	.62
Hold its	1.50
<b>Total</b>	<b>\$ 11.81</b>

Labor

Receptacle	1 hr. x \$33.50	\$ 33.50
MC cable	1 hr. x \$33.50	33.50
& cutting hole		
<b>Total</b>		<b>\$67.00</b>

Material	\$ 11.81
Labor	67.00
<b>Total</b>	<b>78.81</b>
15% Overhead & Profit	11.82
<b>Grand Total</b>	<b>\$ 90.63</b> <i>o.k.</i>

Cost to furnish and install two lights to shine on arch ASI #18:

Material

ASCO contactor	\$ 410.20
X fixtures	<del>638.32</del> <i>check</i>
Time clock	123.85
Photo cell	13.70
Conduit & wire for photo cell, contactor, time clock	50.00
<b>Total</b>	<b>1116.91</b>
Credit for N fixtures	1400.00
<b>Total Material</b>	<b>\$ 236.07</b> <i>(463.93)</i>
	<b>(283.09)</b>

*111*  
410.20  
1174.00  
123.85  
13.70  
50.00  

---

1771.75  
1400.00  

---

371.75

32

Labor

ASCO contactor	5 hrs. x 33.50	\$ 167.50
Time clock	1.5 hrs. x 33.50	50.25
Photo cell	1.5 hrs. x 33.50	50.25
Conduit & wire for photo cell, contactor, time clock	3 hrs. x 33.50	100.50
<b>Total Labor</b>		<b>\$ 368.50</b> ✓

Material	\$ 236.07	<del>638.32</del> <i>(283.09)</i>
Labor	368.50	<del>368.50</del>
<b>Total</b>	<b>604.57</b>	<b>85.41</b>
15% Overhead & Profit	90.68	12.81
<b>Grand Total</b>	<b>\$695.25</b>	<b>98.22</b>

The cost of the X fixture went up a little because the supplier is going to be charged more for only ordering two fixtures. The supplier was going to order the X fixtures earlier with other fixtures and it would have been less expensive.

If you have any questions please let me know.

Respectfully,

*Jon Richards*

Jon Richards  
Electrical Engineer

JR/keb



# PECO

INDUSTRIAL - COMMERCIAL  
DESIGN AND BUILD

July 23, 1996

M.D. Rowe Construction, Inc.  
8739 Castle Park Drive  
Indianapolis, Indiana 46256  
Attn: David Ginn, Project Manager

Dear Mr. Ginn:

The allowance for the type "X" fixture of \$200 is not going to be enough. The cost for the type "X" fixture is actually \$587. This is on the Elwood Public Library, project #950017.

The allowance for the type "N" fixture of \$500 is not going to be enough. The cost of the type "N" fixture is actually \$570.

Please feel free to give us a call if you have any questions.

Sincerely,

*Jon Richards*

Jon Richards  
Porter Electric Contracting, Inc.  
P.O. Box 6781  
Kokomo, IN 46904-6781



PEERLESS ELECTRIC SUPPLY CO., INC.

All the Name Implies

Indianapolis • Martinsville • Franklin • Noblesville  
2765 N. Morton Franklin, IN 46131

738-8400 • 1-800-872-7328

# QUOTATION

Porter Electric

DATE 7-19-96

PAGE 01

REFERENCE Elwood Library

ATTENTION:

GENTLEMEN:

WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTATION FOR YOUR CONSIDERATION.

QUANTITY	DESCRIPTION	UNIT PRICE
2	Type N Viss TF 1002-1F28 120V Blk with lamp Freight	475. <sup>00</sup> / <sub>ea</sub> 20. <sup>00</sup> / <sub>ea</sub>
2	Type X Hydrol 9150 AB-MH100/120 SP 34-R6A91, 6M91 MXR 100/1/1 lamp Freight	436. <sup>20</sup> / <sub>ea</sub> 47. <sup>10</sup> / <sub>ea</sub> 30. <sup>00</sup> / <sub>ea</sub>
		509. <sup>16</sup> / <sub>ea</sub>

ALL MATERIAL QUOTED F.O.B. SHIPPING POINT

DELIVERY 4-8 wks

F.O.B.

TERMS: %-1

### IMPORTANT

PRICES GOOD FOR ACCEPTANCE AND SHIPMENT IN 30 DAYS ONLY, UNLESS SUCH TIME IS EXTENDED IN WRITING. QUANTITIES SHOWN ABOVE ARE GUARANTEED.

ALL AGREEMENTS ARE MADE CONTINGENT UPON DELAYS BEYOND OUR CONTROL. QUOTATION IS SUBJECT TO CHANGE WITHOUT NOTICE UNLESS OTHERWISE STATED AND ALL ORDERS ARE SUBJECT TO ACCEPTANCE. REELS WILL BE CHARGED AT COST NET - NO DISCOUNT - AND WILL BE CREDITED IF RETURNED DIRECT TO FACTORY WITHIN 90 DAYS BY YOU.

RESPECTFULLY SUBMITTED,

PEERLESS ELECTRIC SUPPLY CO.

*D.R. Bughoff*

PEERLESS ELECTRIC SUPPLY CO., INC. 4524025

P.02

PEERLESS ELECTRIC SUPPLY CO., INC. 4524025

P.02



## FACSIMILE TRANSMITTAL

DATE: 10 October, 1996  
PROJECT: Elwood Public Library  
IDG #950017  
TO: Bruce Feldman  
COMPANY: Light Source of Indiana  
FAX #: 571-6910  
FROM: Christopher S. McComas  
#PAGES: 1 (Including Cover)  
MAILED ORIGINALS: Yes  No

Total Architectural Development

Joel,  
We need to  
review this  
thanks  
CSM

Bruce,

I need to get two fixtures for the Elwood Library Project. The Owner would buy these direct and are tax-exempt.

We need: Two (2) Visa TF1002-1f28 \$370<sup>00</sup> each. (Contractor quote  
Body and Shade - BLK total 570 + 6.5% or  
Accent Plates & Finial - BLK 607.05)

Please let me know what the cost will be and the delivery time.

Thanks

Chris

Bruce Feldman  
Light Source of Indiana, Inc.  
9135 North Meridian Street  
Suite C5  
Indianapolis, IN  
46260

PROPOSAL FOR  
ELWOOD PUBLIC LIBRARY  
OPEN HOUSE COMMEMORATIVE EDITION

16 page tabloid size (5col x 13 inches)

- 1- Cover with 1 color
- 2- full pages for news & photos
- 9- pages with half news & photos  
& half ads from local merchants
- 1- full page with congratulatory ads  
from contractors & sub contractors
- 1- full page with congratulatory ads  
from suppliers & vendors to the Library
- Center spread will be an ad from the  
Library with 1 color.

We will print 12,500 copies with  
distribution as follows:

• full run The Call-Leader . . . .	4,000
• full run Tipton Tribune . . . .	3,000
• full run Alexandria Times Tribune	2,600
• Copies for Library . . . . .	2,500
• File copies . . . . .	400
TOTAL	12,500

Total cost of center spread with this proposal  
net (after 5% prompt pay discount) \$ 1,030.65

The second proposal would be for a  
12 page tabloid which would consist of

- 1 cover with 1 color
- 8 pages with have news & photos  
& half ads from local merchants
- 1 full page with congratulatory ads  
from contractors & sub contractors
- 1 full page with congratulatory ads  
from library suppliers & vendors
- 1 full page ad (back page)  
from the Elwood Library with 1 color

Distribution will remain the same.

Total cost of full page ad on back page  
in this proposal  
net (after 5% prompt pay discount) \$ 519.31



# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
October 14, 1996  
6:30PM  
Executive Session

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

1. Purchase or Lease of Real Property  
IC 5-14-1.5-6-(B) (2) (d)
2. Personnel Matters  
IC 5-14-1.5-6-(b) (6)

ADJOURN

Public Meeting  
7:30pm

CALL TO ORDER

CALL FOR QUORUM

MINUTES

CHECK REGISTER & CHECKS

BUILDING REPORT

1. Report from Architect Joel Blum
2. Report from Clerk-of-the-Works Harold Etchison

OLD BUSINESS

NEW BUSINESS

1. Purchase or Lease of Real Property
  - a. Frankton
  - b. Summitville
  - c. Elwood

DIRECTOR'S REPORT

PUBLIC COMMENT

ADJOURN

PUBLIC COMMENT

ADJOURN

## NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM MONTHLY CIRCULATION REPORT

	AUG 1995	AUG 1996	AMOUNT OF CHANGE	PERCENT CHANGE	YTD
<b>ELWOOD</b>					
ADULT	3040	3161	+121	+4%	23680
JUVENILE	1681	1559	-122	-7%	15773
PERIODICAL	399	405	+6	+2%	3103
AUDIO	163	177	+14	+9%	1025
VIDEO	1937	1610	-327	-17%	12481
<b>TOTAL</b>	<b>7220</b>	<b>6912</b>	<b>-308</b>	<b>-4%</b>	<b>56062</b>
<b>FRANKTON</b>					
ADULT	1247	1177	-70	-6%	9198
JUVENILE	795	675	-120	-15%	5504
PERIODICAL	229	196	-33	-14%	1558
AUDIO	0	0	0	0	0
VIDEO	716	1098	+382	+53%	7670
<b>TOTAL</b>	<b>2987</b>	<b>3146</b>	<b>+159</b>	<b>+5%</b>	<b>23930</b>
<b>HAZELBAKER</b>					
ADULT	714	750	+36	+5%	5837
JUVENILE	499	426	-73	-15%	3625
PERIODICAL	110	124	+14	+13%	1047
AUDIO	3	23	+20	+667%	33
VIDEO	502	528	+26	+5%	4428
<b>TOTAL</b>	<b>1828</b>	<b>1851</b>	<b>+23</b>	<b>+1%</b>	<b>14970</b>
<b>SYSTEM TOTAL</b>					
ADULT	5001	5088	+87	+2%	38715
JUVENILE	2975	2660	-315	-11%	24902
PERIODICAL	738	725	-13	-2%	5708
AUDIO	166	200	+34	+20%	1058
VIDEO	3155	3236	+81	+3%	24579
<b>TOTAL</b>	<b>12035</b>	<b>11909</b>	<b>-126</b>	<b>-1%</b>	<b>94962</b>
IN-HOUSE REFERENCE (ELWOOD ADULT ONLY)		405			
TELEPHONE REFERENCE (ELWOOD ADULT ONLY)		831			
DATABASE SEARCHES (ELWOOD ADULT ONLY)		50			
READER ASSISTANCE (ELWOOD ADULT ONLY)		309			
DURING THIS MONTH THE LIBRARY SYSTEM PRESENTED 2 PROGRAMS ATTENDED BY 84 PERSONS					

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
October 14, 1996  
6:30PM  
Executive Session

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

1. Purchase or Lease of Real Property  
IC 5-14-1.5-6-(B) (2) (d)
2. Personnel Matters  
IC 5-14-1.5-6-(b) (6)

ADJOURN

Public Meeting  
7:30pm

CALL TO ORDER

CALL FOR QUORUM

MINUTES

CHECK REGISTER & CHECKS

BUILDING REPORT

1. Report from Architect Joel Blum
2. Report from Clerk-of-the-Works Harold Etchison

OLD BUSINESS

NEW BUSINESS

1. Purchase or Lease of Real Property
  - a. Frankton
  - b. Summitville
  - c. Elwood

DIRECTOR'S REPORT

PUBLIC COMMENT

ADJOURN

PUBLIC COMMENT

ADJOURN

## NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM MONTHLY CIRCULATION REPORT

	AUG 1995	AUG 1996	AMOUNT OF CHANGE	PERCENT CHANGE	YTD
<b>ELWOOD</b>					
ADULT	3040	3161	+121	+4%	23680
JUVENILE	1681	1559	-122	-7%	15773
PERIODICAL	399	405	+6	+2%	3103
AUDIO	163	177	+14	+9%	1025
VIDEO	1937	1610	-327	-17%	12481
TOTAL	7220	6912	-308	-4%	56062
<b>FRANKTON</b>					
ADULT	1247	1177	-70	-6%	9198
JUVENILE	795	675	-120	-15%	5504
PERIODICAL	229	196	-33	-14%	1558
AUDIO	0	0	0	0	0
VIDEO	716	1098	+382	+53%	7670
TOTAL	2987	3146	+159	+5%	23930
<b>HAZELBAKER</b>					
ADULT	714	750	+36	+5%	5837
JUVENILE	499	426	-73	-15%	3625
PERIODICAL	110	124	+14	+13%	1047
AUDIO	3	23	+20	+667%	33
VIDEO	502	528	+26	+5%	4428
TOTAL	1828	1851	+23	+1%	14970
<b>SYSTEM TOTAL</b>					
ADULT	5001	5088	+87	+2%	38715
JUVENILE	2975	2660	-315	-11%	24902
PERIODICAL	738	725	-13	-2%	5708
AUDIO	166	200	+34	+20%	1058
VIDEO	3155	3236	+81	+3%	24579
TOTAL	12035	11909	-126	-1%	94962
IN-HOUSE REFERENCE (ELWOOD ADULT ONLY)		405			
TELEPHONE REFERENCE (ELWOOD ADULT ONLY)		831			
DATABASE SEARCHES (ELWOOD ADULT ONLY)		50			
READER ASSISTANCE (ELWOOD ADULT ONLY)		309			
DURING THIS MONTH THE LIBRARY SYSTEM PRESENTED 2 PROGRAMS ATTENDED BY 84 PERSONS					

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
MONTHLY CIRCULATION REPORT

	SEP 1995	SEP 1996	AMOUNT OF CHANGE	PERCENT CHANGE	YTD
<b>ELWOOD</b>					
ADULT	2695	2684	-11	0%	26364
JUVENILE	1999	2195	+196	10%	17968
PERIODICAL	398	332	-66	-17%	3435
AUDIO	257	121	-136	-53%	1146
VIDEO	1801	1484	-317	-18%	13965
<b>TOTAL</b>	<b>7150</b>	<b>6816</b>	<b>-334</b>	<b>-5%</b>	<b>62878</b>

	SEP 1995	SEP 1996	AMOUNT OF CHANGE	PERCENT CHANGE	YTD
<b>FRANKTON</b>					
ADULT	1191	1065	-126	-11%	10263
JUVENILE	813	567	-246	-30%	6071
PERIODICAL	168	194	+26	+15%	1752
AUDIO	0	39	+39	+390%	39
VIDEO	620	731	+111	+18%	8401
<b>TOTAL</b>	<b>2792</b>	<b>2596</b>	<b>-196</b>	<b>-7%</b>	<b>26526</b>

	SEP 1995	SEP 1996	AMOUNT OF CHANGE	PERCENT CHANGE	YTD
<b>HAZELBAKER</b>					
ADULT	678	565	-113	-16%	6402
JUVENILE	549	441	-108	-19%	4066
PERIODICAL	114	113	-1	0%	1160
AUDIO	13	1	-12	-9%	34
VIDEO	463	446	-17	-4%	4874
<b>TOTAL</b>	<b>1817</b>	<b>1566</b>	<b>-251</b>	<b>-14%</b>	<b>16536</b>

	SEP 1995	SEP 1996	AMOUNT OF CHANGE	PERCENT CHANGE	YTD
<b>SYSTEM TOTAL</b>					
ADULT	4564	4314	-250	-5%	43029
JUVENILE	3361	3203	-158	-5%	28105
PERIODICAL	680	639	-41	-6%	6347
AUDIO	270	161	-109	-4%	1219
VIDEO	2884	2661	-223	-7%	27240
<b>TOTAL</b>	<b>11759</b>	<b>10978</b>	<b>-781</b>	<b>-7%</b>	<b>105940</b>

IN-HOUSE REFERENCE (ELWOOD ADULT ONLY) 308  
 TELEPHONE REFERENCE (ELWOOD ADULT ONLY) 692  
 DATABASE SEARCHES (ELWOOD ADULT ONLY) 41  
 REFRON ASSISTANCE (ELWOOD ADULT ONLY) 218  
 DURING THIS MONTH THE LIBRARY SYSTEM PRESENTED 9 PROGRAMS  
 ATTENDED BY 125 PERSONS

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
MONTHLY CIRCULATION REPORT

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<b>ELWOOD</b>					
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JUVENILE	1681	1559	-122	-7%	15773
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	AUG 1995	AUG 1996	AMOUNT OF CHANGE	PERCENT CHANGE	YTD
<b>HAZELBAKER</b>					
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<b>TOTAL</b>	<b>1828</b>	<b>1851</b>	<b>+23</b>	<b>+1%</b>	<b>14970</b>

	AUG 1995	AUG 1996	AMOUNT OF CHANGE	PERCENT CHANGE	YTD
<b>SYSTEM TOTAL</b>					
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<b>TOTAL</b>	<b>12035</b>	<b>11909</b>	<b>-126</b>	<b>-1%</b>	<b>94962</b>

IN-HOUSE REFERENCE (ELWOOD ADULT ONLY) 405  
 TELEPHONE REFERENCE (ELWOOD ADULT ONLY) 831  
 DATABASE SEARCHES (ELWOOD ADULT ONLY) 50  
 REFRON ASSISTANCE (ELWOOD ADULT ONLY) 309  
 DURING THIS MONTH THE LIBRARY SYSTEM PRESENTED 2 PROGRAMS  
 ATTENDED BY 84 PERSONS

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

## LIBRARY BOARD OF TRUSTEES MEETING

October 14, 1996

6:30pm

Executive Meeting

### CALL TO ORDER

President Linda Sizelove called an executive meeting to order at 6:30pm in the meeting room of the Elwood Public Library.

### CALL FOR QUORUM

Other board members present were: Pam Bohlander, Sharan Pace, Barbara Abernathy, Jerry Kaiser, Bev Austin, Director Kathi Wittkamper and Ass't. Adm. Jan Helpling.

### BUSINESS

Board members selected the winner of the Logo Contest. Winner selected is Randy Martin, senior at Elwood Community High School. He will be notified. Members discussed having a plaque made with his name and discussed calling Patricia Dickey to do the camera-ready art work necessary.

President Sizelove reported on the brick project and suggested that we may want to sponsor another project to put in a brick sidewalk through the arch or other things. Board members want to wait until after the paintings are taken care of to spend the balance of funds raised by the initial project.

Glenn Spencer, Spencer Lapidary, has offered to donate a sphere to the library when it opens. Discussion was held as to where it would be placed. Kathi was asked to get some additional details from Mr. Spencer.

The November board meeting will be held November 4 at 6:00pm. A committee meeting will be held November 18 at 6:00pm to finalize plans for the opening of the new library.

Personnel Policy was discussed and points noted for the personnel policy committee to revise.

Joel Blum and Chris McComas, InterDesign Group, were present to discuss the dedication and the next Change Order.

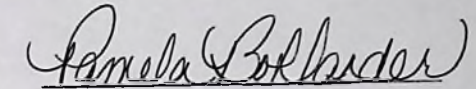
The furniture that needs refinished will be done in Elwood. We do not have to take competitive bids and it will be paid for out of contingency funds.

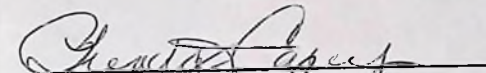
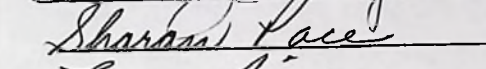
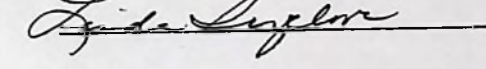
Linda recessed the Executive Meeting in order to discuss the Wage Scale proposed.

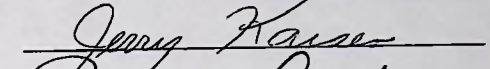
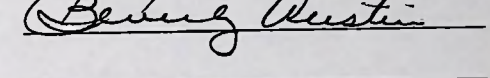
reconvened.

Kathi presented a Wage Scale to be adopted by the board effective October 1996. Board Members held a long discussion on the scale and want to bring it up next month again.

Meeting was adjourned at 9:00pm.

  
Pamela Bohlander, Secretary

After the Regular Business Meeting the Executive Meeting was

Ralph E. Harabaker Library

Elwood Public Library

Frankton Community Library

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

## LIBRARY BOARD OF TRUSTEES REGULAR MEETING October 14, 1996 7:00pm

### CALL TO ORDER

President Linda Sizelove called a regular business meeting of the Board of Trustees to order at 7:00pm in the meeting room of the Elwood Library Oct. 14, 1996.

### CALL FOR QUORUM

Other board members present were: Pam Bohlander, Sharan Pace, Barbara Abernathy, Jerry Kaiser, Beverly Austin. Director Kathi Wittkamper, Ass't. Adm. Jan Helpling were also present.

MINUTES from last month were approved with a motion from Beverly Austin, seconded by Sharan Pace and passed.

CHECK REGISTER was signed by members and checks signed by Treasurer Jerry Kaiser.

### BUILDING REPORT

Architects Joel Blum and Chris McComas, InterDesign, were present to give the board an update of the building project. They feel progress is being made steadily and we will meet the deadline to be in the building.

Harold Etchison, Clerk-of-the-Works, was present to also give an update of the building progress. He feels the project is moving along as scheduled.

Change Order No. 7 was introduced and explained. Motion was made by Sharan Pace, seconded by Beverly Austin to accept the change order.

Motion was made to allow a bill from M. D. Rowe Construction for \$258,040.50 by Sharan Pace, seconded by Beverly Austin.

Motion was made to allow a bill from Burnette-Dellinger for builder's risk insurance for \$1,015.00 and bills from Inter-Design for \$7,074.00, \$1,860.00, \$394.25, \$5,853.63 by Pam Bohlander, seconded by Barbara Abernathy.

Joel Blum, InterDesign Group explained that they would like the board to allow them to purchase two lamps for the Indiana Room from the furnishings budget of the project to replace two that were in the plans because there will be a considerable savings doing it this way. Barbara Abernathy made a motion to allow Joel to buy the lamps, Sharan Pace seconded and it passed.

### OLD BUSINESS

Electro-Static Painting - Joel Blum recommended Lawrence Company because of their past experience with the company. Sharan Pace prefers the Static Pro Company because of the information received regarding guarantee of work. After discussion, Barbara Abernathy made a motion to pick Static Pro for a first choice and if the time frame doesn't fit into their schedule, use Lawrence Electrostatic as a second choice.

Linda Sizelove asked the board to close the library for the move on November 9 at the close of business at 4:00 pm and will reopen on November 25. Beverly Austin made a motion to accept these dates, Jerry Kaiser seconded and it passed.

### NEW BUSINESS

Kathi explained the Automation System will require a borrower's card to be effective two years instead of three. Pam Bohlander made a motion to allow the new rule of two years for a borrower's card to be effective, Barbara Abernathy seconded and it passed.

Kathi informed the board Bob Nash of the Elwood Call-Leader asked the board to consider a special supplement in the paper for the Open House. She presented rough drawings to the board from Mr. Nash and also explained it would be tabloid size. We could buy the space for the center page spread or the back page. The Call-Leader will produce a special section whether we purchase the tabloid or not. Barbara Abernathy made a motion that we purchase the tabloid with the back page paid by the library for \$519.31, Pam Bohlander seconded the motion.

### DIRECTOR'S REPORT

Kathi gave a short report on the District 8 Meeting. Reminder for the progress meeting.

The Optimist Club has asked Kathi to speak at their meeting October 24.

Jay County Library has invited us to their dedication on Oct. 26.

The 1997 budget will be reviewed October 31 at Anderson.

October 31, the 3rd Annual Spookerama will be held at the park, Tri-Kappa will do a Spook-Walk Program and the After-Prom Committee will be selling refreshments.

In order to get Video tapes back, the last day patrons can check out is Oct. 31. November 11, telephone system will be installed. November 12 Bibliofile will be here to install the automation equipment. It will take two - two and one-half days to move the library but no later than Wed. 21, 22, 23 of Nov. During the time ahead of the move of books, the security codes, labels, etc. will

be done.

The winner of the Library Logo Contest will be announced in the paper when the winner is notified.

Resident Ray Striker told the board he thought the outside of the building was looking very good and he thinks the board should be proud of it.

Motion was made by Jerry Kaiser that the meeting be adjourned at 8:00pm. Sharan Pace seconded the motion.

*Sharan Pace*  
*Sharan Pace*  
*Linda Sigler*

*Pamela Bohlander*  
Pamela Bohlander, Sec'y.  
*Beverly Austin*  
*Jerry J. Kaiser*

EXPENDITURES TO BE ALLOWED  
----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
124 NORTH 16TH STREET  
ELWOOD, IN 46036-1598  
12 OCT 96

PAGE 1

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
-PAID AFTER BOARD MEETING-					
PAYROLL	00639	PAYROLL	10224.49	03-SEP-96	CHECKS 004035-004053
PAYROLL	00640	PAYROLL DEDUCTIONS	-4451.98	03-SEP-96	CHECKS 004035-004053
PAYROLL	00641	PAYROLL	10217.67	18-SEP-96	CHECKS 004054-004072
PAYROLL	00642	PAYROLL DEDUCTIONS	-4453.13	18-SEP-96	CHECKS 004054-004072
015786	00643	STAR FINANCIAL BANK	2745.60	18-SEP-96	FICA & FED. TAX - P/R 9-18-9
015787	00644	INDIANA DEPARTMENT OF	809.51	18-SEP-96	STATE & COUNTY TAX - SEPT. 9
015788	00645	MADISON COUNTY SCHOOL	1406.05	18-SEP-96	CREDIT UNION DEDUCT. - P/R 9
015789	00646	INDIANA DEFERRED COMPE	215.00	18-SEP-96	ANNUITY DEDUCTIONS - P/R 9-1
015790	00647	CITY OF ELWOOD NON-REV	776.92	18-SEP-96	INS. PREM. - SEPT-96
015791	00648	INTERNAL REVENUE SERVI	5.46	18-SEP-96	ERROR ON QUARTERLY REPORT
			--TOTAL--	17495.59	
-CURRENT EXPENDITURES-					
015792	00651	STAR FINANCIAL BANK	2744.01	01-OCT-96	FED. & FICA - P/R 10-1-96
015793	00652	MADISON COUNTY SCHOOL EMPLOY	1404.40	01-OCT-96	CR. UN. DEDUCTIONS - 10-1-96
015794	00653	INDIANA DEFERRED COMPENSATIO	215.00	01-OCT-96	ANNUITY DEDUCTIONS - 10-1-96
015795	00654	AMERICAN ELECTRIC POWER	740.92	01-OCT-96	ELWOOD, SUMMITV.ELECTRIC
015796	00655	AT&T	5.28	01-OCT-96	TELE. - SUMMIT.
015797	00656	CITY WATER & SEWAGE DEPT.	3.03	01-OCT-96	WATER - ELWOOD
015798	00657	INDIANA-AMERICAN WATER CO.,I	38.73	01-OCT-96	WATER - SUMMITVILLE
015799	00658	INDIANA GAS COMPANY	24.57	01-OCT-96	GAS - FRANKTON
015800	00659	POSTMASTER	200.00	07-OCT-96	STAMPS
015801	00660	AMERITECH	275.59	14-OCT-96	TELE. - ELWOOD
015802	00661	ARAB TERMITE & PEST CONTROL	21.00	14-OCT-96	PEST CONTROL
015803	00662	BARBARA MCADAMS	12.00	14-OCT-96	MILEAGE
015804	00663	BAKER & TAYLOR BOOKS	3139.39	14-OCT-96	BOOKS, ELWOOD, FRANKTON, SUM
015805	00664	CENTRAL INDIANA COMPUTER CON	1650.00	14-OCT-96	COMPUTER & PRINTER
015806	00665	CARROLL PUBLISHING COMPANY	210.00	14-OCT-96	BOOK - ELWOOD
015807	00666	CHANCE BROS. MARBLE & TILE,	3130.00	14-OCT-96	ENGRAVE 361 BRICKS (192 ADD'
015808	00667	CUSTOMER SERVICE	26.75	14-OCT-96	BOOK - FRANKTON
015809	00668	CONGRESSIONAL QUARTERLY INC.	25.18	14-OCT-96	BOOK - ELWOOD
015810	00669	DEMCO	66.25	14-OCT-96	SUPPLIES
015817	00676	HORTON'S & SONS OF ELWOOD	11.49	14-OCT-96	MAINT. SUPPLIES
015818	00677	HARRIS PUBLISHING COMPANY	101.60	14-OCT-96	BOOKS - ELWOOD
015819	00678	HOTHO & COMPANY	221.45	14-OCT-96	BOOKS - ELWOOD
015820	00679	INGRAM DISTRIBUTION GROUP IN	83.67	14-OCT-96	BOOKS - FRANK., SUMMIT.
015821	00680	INFORMATION/REF.GROUP-DISTRI	174.68	14-OCT-96	BOOKS - ELWOOD
015822	00681	INDYNET	30.00	14-OCT-96	COMPUTER SUBSCRIPTION
015823	00682	JANE A. BECKLEY	2000.00	14-OCT-96	LEASE PHT. - FRANKTON BLDG.
015824	00683	KMART STORE (ANDERSON)	119.99	14-OCT-96	VACUUM CLEANER - FRANKTON
015825	00684	KMART	203.34	14-OCT-96	SUPPLIES - ELWOOD, SUMMIT.
015830	00689	LIBRARY STORE INC., THE	106.65	14-OCT-96	SUPPLIES
015831	00690	NICHIE	16.99	14-OCT-96	BOOK - ELWOOD
015832	00691	MIDWEST EXCHANGE	632.60	14-OCT-96	VIDEOS - ELWOOD, FRANKTON
015833	00692	PITNEY BOWES	65.25	14-OCT-96	POSTAGE METER RENTAL
015834	00693	PUBLIC EMP. RETIREMENT FUND	6358.97	14-OCT-96	QTRLY.PHT - P.E.R.F.

EXPENDITURES TO BE ALLOWED  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 FRANKTON, IN 46038-1598  
 12 OCT 96

PAGE 2

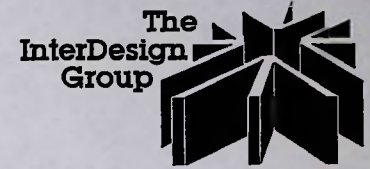
WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
015835	00694	QUILL CORPORATION	82.78	14-OCT-96	OFFICE SUPPLIES
015836	00695	MARTIN SAUBERT	120.00	14-OCT-96	LAWN MAINTENANCE - SUMMITVIL
015837	00696	RANSAY BUSINESS PRODUCTS	372.70	14-OCT-96	OFFICE SUPPLIES, MAINT.
015838	00697	REVCO D.S., INC.	40.52	14-OCT-96	SUPPLIES
015839	00698	STORY HOUSE CORP.	413.72	14-OCT-96	BOOKS - SUMMITVILLE
015840	00699	SOUTHWESTERN CONJEREMY BECK	1046.60	14-OCT-96	BOOKS - ELWOOD, CHILD., SUHM
015841	00700	UNIQUE BOOKS INC.	978.06	14-OCT-96	BOOKS - ELWOOD
015842	00701	UNITOE RENTAL SERVICES	50.20	14-OCT-96	CLEANING SUPPLIES
015843	00702	UNIVERSITY MICROFILMS INTERN	147.13	14-OCT-96	MICROFILM CHARGES
015844	00703	VON HOLTZBRINCK PUBLISHING S	189.88	14-OCT-96	BOOKS
015845	00704	AUDIO VISUAL COMMUNICATIONS	156.00	14-OCT-96	SERV. AGREE. NOV.
015846	00705	INDIANA GAS COMPANY	37.84	14-OCT-96	GAS - ELWOOD
015847	00706	SHARON FOUTS	10.50	14-OCT-96	MILEAGE
015848	00707	BURNETTE - DELLINGER INC.	4921.00	14-OCT-96	INSURANCE - LIBRARY
015849	00670	EMILY DAVIDSON	7.50	14-OCT-96	MILEAGE
015849	00671	FRANKTON PRESS INC.	27.00	14-OCT-96	CARDS PRINTED - FRANKTON
015849	00708	ETCHISON'S FARM FLOWERS	26.25	14-OCT-96	FLOWERS - S.PACE
015850	00709	SAN'S CLUB	10.00	14-OCT-96	ADMINISTR.FEE
015850	00672	TOWN OF FRANKTON	31.76	14-OCT-96	ELEC -FRANKTON
015851	00673	STE NORTH INDIANA OPERATIONS	121.85	14-OCT-96	TELE. - FRANKTON
015852	00674	GAYLORD BROS.	58.91	14-OCT-96	SUPPLIES
015853	00675	HP PRODUCTS	49.79	14-OCT-96	CLEANING SUPPLIES
015854	00685	KEYSTAR SYSTEMS	542.25	14-OCT-96	MAINT. AND SUPPLIES- RDR.PRI
015855	00686	LINDA KEMPER	10.50	14-OCT-96	MILEAGE
015856	00687	LUCENT TECHNOLOGIES	49.07	14-OCT-96	TELE. - ELWOOD
015857	00688	LIBRARY CORPORATION, THE	481.00	14-OCT-96	LABELS, BIBLIOFILE
015858	00712	STAR FINANCIAL BANK	2731.49	14-OCT-96	FICA & FED TAX - P/R 10-16-9
015859	00713	MADISON COUNTY SCHOOL EMPLOY	1404.40	14-OCT-96	CREDIT UNION DEDUCTIONS -P/R
015860	00714	INDIANA DEFERRED COMPENSATIO	215.00	14-OCT-96	DEDUCTIONS - P/R 10-16-96
PAYROLL	00711	PAYROLL DEDUCTIONS	-4425.15	16-OCT-96	CHECKS 004098-004116
PAYROLL	00710	PAYROLL	10174.45	16-OCT-96	CHECKS 004098-004116
PAYROLL	00650	PAYROLL DEDUCTIONS	-4435.20	01-OCT-96	CHECKS 004073-004092
PAYROLL	00649	PAYROLL	10209.98	01-OCT-96	CHECKS 004073-004092
--TOTAL--			49896.56		
-----					
PRIOR MONTH TOTALS			17495.59		
CURRENT MONTH TOTALS			49896.56		
-----					
GRAND TOTALS			67392.15		

ALLOWANCE OF CLAIMS

WE HAVE EXAMINED THE CLAIMS LISTED ON THE FOREGOING REGISTER OF CLAIMS, CONSISTING OF 2 PAGES, AND EXCEPT FOR CLAIMS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH CLAIMS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF 67392.15, DATED 14-OCT-96.

Jerry Kaiser \_\_\_\_\_  
Beverly J. Austin \_\_\_\_\_  
Bob Abernathy \_\_\_\_\_  
Rene Bralander \_\_\_\_\_

Sharon Pace \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



STATE OF INDIANA )  
 ) SS:  
 COUNTY OF MADISON )

**AFFIDAVIT OF PAYMENT**

Fran Hoffman and Frances Huebner, being first duly sworn upon their oaths, depose and say that they are the duly elected and acting President/Vice President and Secretary, respectively, of North Madison County Public Library System Leasing Corporation (the "Leasing Corporation"), an Indiana corporation, with its principal place of business in Elwood, Indiana, and that this Affidavit is submitted for the purpose of authorizing certain payments by National City Bank, Indiana (the "Trustee") from the Leasing Corporation Construction Fund established by Section 3.01 of a Trust Indenture (the "Trust Indenture") entered into between the Building Corporation and the Trustee, dated as of December 4, 1995.

Deponents further say that the following are legal and binding obligations properly incurred by the Leasing Corporation in connection with the cost of constructing and financing the building to be constructed by the Leasing Corporation on the real estate described in Exhibit A to the Trust Indenture. The following expenditures, amounts thereof and to whom due are referred to in statements of the creditors attached hereto:

<u>To Whom Due</u>	<u>Amount</u>	<u>Character of Expenditure</u>
<u>Burnette-Dellinger Ins.</u>	<u>\$1015.00</u>	<u>CNA- Builder's Risk Insurance</u>
<u>Inter-Design Group</u>	<u>7074.00</u>	<u>Architect</u>
	<u>1860.00</u>	<u>"</u>
<u>Inter-Design Group</u>	<u>394.25</u>	<u>"</u>
<u>Inter-Design Group</u>	<u>5853.63</u>	<u>"</u>
<u>M. D. Rowe Construction</u>	<u>258040.50</u>	<u>Contractor</u>
<u>M. D. Rowe Construction</u>	<u>106700.00</u>	<u>Hold for retainage</u>

\*This Affidavit is used to authorize the Trustee to make payments from the Construction Fund pursuant to Section 3.01 of the Trust Indenture. Note that at the time of closing the Trustee will need to reimburse the Leasing Corporation for any fees to be reimbursed as indicated in the budget.

**TRANSMITTAL**

DATE: 11 October, 1996  
 PROJECT: Elwood Public Library IDG #950017 Total Architectural Development  
 TO: North Madison County Public Library System  
 124 North 16th Street  
 Elwood, IN 46036-1598

- WE TRANSMIT  Herewith  Per Your Request  
 FOR YOUR  Approval  Use  Resubmission  
 Review/Comment  Record  
 THE FOLLOWING  Original  Change Order  Samples  
 Drawings  Shop Drawings  Contracts  
 Computer Disk  Specifications  Product Literature

Copies	Date	Description
3	30 Sept.	Change Order No. 7

Remarks:  
 Please sign and date all copies, retain one copy for your files, return remaining two copies to our office for further distribution. Thank you.

By: Al Cox, Construction Administration

Cc: File 950017  
 Elwood Public Library





**TRANSMITTAL**

**DATE:** 2 October, 1996  
**PROJECT:** Elwood Public Library  
 IDG #950017  
**TO:** North Madison County Public Library System  
 124 North 16th Street  
 Elwood, IN 46036-1598

**Total Architectural Development**

- WE TRANSMIT**       Herewith                       Per Your Request
- FOR YOUR**             Approval                       Use                               Resubmission
- Review/Comment                       Record
- THE FOLLOWING**     Original                       Change Order                       Samples
- Drawings                       Shop Drawings                       Contracts
- Computer Disk                       Specifications                       Product Literature

Copies	Date	Description
2	to 9/20/96	Payment Application No. 140-8 from M. D. Rowe Construction

Remarks: This pay applications is signed and ready for payment to the Contractor.

By: Al Cox, Construction Administration

Cc: File 950017

# APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702 (Instructions on reverse side) PAGE ONE OF ten PAGES

TO OWNER: North Madison County Public Library System PROJECT: Elwood Public Library  
 124 North 16th Street 1600 Main Street  
 Elwood, Indiana 46036 Elwood, Indiana 46036

APPLICATION NO.: #140-8 Distribution to:  
 PERIOD TO: 09-20-96  OWNER  
 PROJECT NOS.: IDG#950017  ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: M.D. Rowe Construction, Inc. VIA ARCHITECT: The InterDesign Group, Inc.  
 8739 Castle Park Drive 141 East Ohio Street  
 Indianapolis, Indiana 46256 Indianapolis, Indiana 46204

CONTRACT DATE: 14 Nov 1995

CONTRACT FOR: Elwood Public Library

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 2,118,000.00
2. Net change by Change Orders ..... \$ 21,005.00
3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$ 2,139,005.00
4. TOTAL COMPLETED & STORED TO DATE ..... \$ 1,438,242.50  
 (Column G on G703)
5. RETAINAGE:
- a. 7 % of Completed Work ..... \$ 106,700.00  
 (Columns D + E on G703)
- b. \_\_\_\_\_ % of Stored Material ..... \$ \_\_\_\_\_  
 (Column F on G703)
- Total Retainage (Line 5a + 5b or  
 Total in Column I of G703) ..... \$ 106,700.00
6. TOTAL EARNED LESS RETAINAGE ..... \$ 1,331,542.50  
 (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT  
 (Line 6 from prior Certificate) ..... \$ 1,073,502.00
8. CURRENT PAYMENT DUE ..... \$ 258,040.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE  
 (Line 3 less Line 6) ..... \$ 807,462.50

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: [Signature] Date: 9-24-96

State of: Indiana  
 County of: Marion

Subscribed and sworn to before  
 me this 24 day of September 1996

Notary Public: Angela R. Thomas  
 My Commission expires: August 20, 1999

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 258,040.50

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.) The InterDesign Group, Inc.

ARCHITECT: [Signature] Date: SEP 27 1996

By: [Signature] This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Changes approved in previous months by Owner	27,139.00	11,144.00
Changes approved this Month	5,010.00	
TOTALS	32,149.00	11,144.00
Changes by Change Order	21,005.00	

18 September 1996



Total Architectural Development

North Madison County Public Library System Leasing Corporation  
 124 North 16th Street  
 Elwood, Indiana 46036-1598  
 Attention: Ms. Jan Helping

INVOICE

North Madison County Public Library  
 IDG No. 950017

For Professional Services Rendered in Accordance  
 With Owner/Architect Agreement dated 31 March 1992

For Period 30 June 1996 to 31 August 1996 (two months)

BASIC COMPENSATION

Per Article 10.3 and 11.2.1

Professional Fee		\$ 155,000.00
Schematic Design Phase	100% Complete	23,000.00
Design Development	100% Complete	31,000.00
Construction Document	100% Complete	56,000.00*
Bidding/Negotiations Phase	100% Complete	14,000.00
Construction Administration	100% Complete	31,000.00
Total Earned to Date		\$ 155,000.00
Less Previous Invoices		153,140.00
<b>SUBTOTAL</b>		<b>\$ 1,860.00</b>
Remaining Fee to be Invoiced		\$ 0.00

REIMBURSABLE EXPENSES

Per Article 10.2

Postage & Freight	64.13	
Photocopies	53.10	
Telephone & Fax	26.70	
Mileage	250.32	
<b>SUBTOTAL</b>		<b>\$ 394.25</b>

The InterDesign Group, Inc.  
 141 East Ohio Street  
 Indianapolis, Indiana 46204  
 317/263-9655  
 Fax 317/263-9644

North Madison County Public Library  
 18 September 1996  
 Page Two

SUMMARY

Basic Service	\$ 1,860.00
Reimbursable Expenses	394.25

**TOTAL AMOUNT DUE THIS INVOICE** **\$ 2,254.25**

The InterDesign Group, Inc.

*Joel P. Blum*  
 Joel P. Blum, AIA

JPB/nm

10 October 1996



North Madison County Public Library System Leasing Corporation  
124 North 16th Street  
Elwood, Indiana 46036-1598  
Attention: Ms. Jan Helping

Total Architectural Development

INVOICE

North Madison County Public Library  
IDG No. 950017

For Professional Services Rendered in Accordance  
With Owner/Architect Agreement dated 31 March 1992

For Period 31 August 1996 to 10 October 1996

CONSTRUCTION ADMINISTRATION CONTINGENCY  
(Amount per 22 May 1996 Minutes - \$14,000)

Billing Cost to Date	\$14,000.00
Balance Remaining	5,651.63
<b>SUBTOTAL</b>	<b>\$ 8,348.37</b>
	\$5,651.63

REIMBURSABLE EXPENSES

Per Article 10.2

Postage & Freight	\$ 75.58	
Photocopies	10.65	
Telephone & Fax	17.77	
Mileage	98.00	
<b>SUBTOTAL</b>		<b>\$ 202.00</b>

SUMMARY

Basic Service	\$ 5,651.63
Reimbursable Expenses	202.00

**TOTAL AMOUNT DUE THIS INVOICE \$ 5,853.63**

The InterDesign Group, Inc.

*Joel P. Blum*  
Joel P. Blum, AIA

The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204  
317/263-9655  
Fax 317/263-9644

18 September 1996



North Madison County Public Library System Leasing Corporation  
124 North 16th Street  
Elwood, Indiana 46036-1598  
Attention: Ms. Jan Helping

Total Architectural Development

INVOICE

North Madison County Public Library  
IDG No. 950017

For Professional Services Rendered in Accordance  
With Owner/Architect Agreement dated 31 March 1992

For Period 30 June 1996 to 31 August 1996 (two months)

CONSTRUCTION ADMINISTRATION CONTINGENCY

Billing Cost to Date	\$13,113.60
Invoiced Against Remaining Fee	1,860.00
Balance	\$11,253.60

Debit Amount to Construction Contingency  
(Please reference attached Billing Report) **\$ 7,074.00**

Balance Not Invoiced \$ 4,179.60

As information to the Owner, to date, \$6,696.20 has not been invoiced and \$2,492.10 has been written off.

**TOTAL AMOUNT DUE THIS INVOICE \$7,074.00**

The InterDesign Group, Inc.

*Joel P. Blum*  
Joel P. Blum, AIA

JPB/mp

As information to North Madison County Public Library System Leasing Corporation \$7,074.00 has been invoiced at this time for debit to the Construction Administration Contingency provided in the Bond Issue in the amount of \$15,000. Total Amount Remaining \$ 0.00. Additional Construction Administration costs per meeting of 22 May 1996 have not been debited against. Identified amount equals \$14,000. See attached minutes.

The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204  
317/263-9655  
Fax 317/263-9644

Agency, Inc  
46036-0455  
317-851-7323

**NORTH MADISON COUNTY PUBLIC LIBRARY LEASING CORP.**  
124 NO 16TH STREET  
ELWOOD, IN 46036

<b>INVOICE # 1496</b>		Page 1
ACCOUNT NO. NORTH-1	OF LL	DATE 10/02/96
Installation/Builders Risk		
POLICY # B1564963777		
COMPANY CNA-Personal/Commercial Lines		
PRODUCER John C. Burnette		
EFFECTIVE 08/09/96	EXPIRATION 08/09/97	DATE OF THIS INVOICE 10/02/96
AMOUNT PAID	AMOUNT DUE \$ 1015.00	

\*\*\* PLEASE RETURN TOP PORTION WITH REMITTANCE \*\*\*

Item #	Due Date	Trn	Description	Amount
INVOICE #	1496			
8479	10/02/96	MEM	Builder Risk Coverage	\$ 1015.00
			Invoice Balance:	\$ 1015.00



10 October 1996

North Madison County Public Library System Leasing Corporation  
124 North 16th Street  
Elwood, Indiana 46036-1598  
Attention: Ms. Jan Helping

Total Architectural Developm

INVOICE

North Madison County Public Library  
IDG No. 960017

For Professional Services Rendered in Accordance  
With Owner/Architect Agreement dated 31 March 1992

For Period 31 August 1996 to 10 October 1996

CONSTRUCTION ADMINISTRATION CONTINGENCY  
(Amount per 22 May 1996 Minutes - \$14,000

	\$14,000.00
Billing Cost to Date	5,651.63
Balance Remaining	\$ 8,348.37
<b>SUBTOTAL</b>	<b>\$5,651.63</b>

REIMBURSABLE EXPENSES

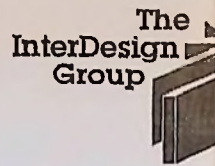
Per Article 10.2	
Postage & Freight	\$ 75.58
Photocopies	10.65
Telephone & Fax	17.77
Mileage	98.00
<b>SUBTOTAL</b>	<b>\$ 202.00</b>

SUMMARY

Basic Service	\$ 5,651.63
Reimbursable Expenses	202.00
<b>TOTAL AMOUNT DUE THIS INVOICE</b>	<b>\$ 5,853.63</b>

The InterDesign Group, Inc.

*Joel P. Blum*  
Joel P. Blum, AIA



**FACSIMILE TRANSMITTAL**

DATE: 10 October, 1996  
 PROJECT: North Madison Co. Public Library  
 IDG #950017  
 TO: Jan Helpling  
 COMPANY: North Madison Co. Public Library  
 FAX #: 317-552/-0955-157  
 FROM: Joel Blum  
 #PAGES: 2 (including Cover)  
 MAILED ORIGINALS: Yes  No

Total Architecture

[Highlight and delete or insert message]

InterDesign Group Inc. Many Plus Billing Report By project  
 Billing cut-off date 9-30-96 Last time update date 9-30-96 Full detail Project totals include all phases

Project	Date	Hours	Rate	Amount	Adjusted
Client: 2330 North Madison Cty Public Library	Percent of Const	Active	JPB/JPB	RFC: 100.0%	
Construction cont	0 Percent	.000		Last Invoiced: 9-18-96	
<b>Labor</b>					
5101 Project Administration - R.T.	JJH Jorja J. Carmichael	9-15-96	2.00	43.875	87.75
	JPB Joel P. Blum	9-30-96	5.00	43.875	219.38
	JWP Mary Jane Prater	9-15-96	1.00	158.03	158.03
		9-30-96	.50	43.55	21.78
	Sub-total:		8.50		497.94
5103 Architectural Design/Docum-R.T	CSM Christopher McComas	9-30-96	2.00	55.123	110.25
	Sub-total:		2.00		110.25
5119 Construction Admin. - Reg.Time	AGC Alan G. Cox	9-15-96	15.50	56.388	874.01
		9-30-96	19.50	56.388	1,099.57
	CSM Christopher McComas	9-15-96	13.00	55.123	716.60
		9-30-96	6.50	55.123	458.55
	GLK Gary L. Kawalek	9-30-96	20.00	57.499	1,149.98
	KAW Kimberly A. Palmer	9-15-96	.50	65.65	32.83
	Sub-total:		77.00		4,341.54
5121 Shop Drawings - Reg.Time	AGC Alan G. Cox	9-15-96	1.00	56.388	56.39
	JJH Jorja J. Carmichael	9-15-96	1.00	43.875	43.88
		9-15-96	1.00	43.675	43.68
	LSK Linda S. Kleingartner	9-30-96	.25	37.375	9.34
	Sub-total:		3.25		153.49
5123 Project Travel - Reg.Time	AGC Alan G. Cox	9-15-96	3.00	56.388	169.16
		9-30-96	3.00	56.388	169.16
	CSM Christopher McComas	9-15-96	4.00	55.123	220.49
	Sub-total:		10.00		558.81
<b>Reimbursables</b>					
5309 Mileage	AGC Alan G. Cox	9-30-96	270.00	.28	75.60
	CSM Christopher McComas	9-15-96	80.00	.28	22.40
	Sub-total:				98.00
<b>5320 Postage and Freight</b>					
1140 United Parcel Service	Inv: 81096.00	8-31-96	38.27	1.00	38.27
2086 NOW Courier & Messenger	Inv: 81896.00	8-31-96	12.00	1.00	12.00
1140 United Parcel Service	Inv: 91496.00	9-30-96	5.04	1.00	5.04
	IDG InterDesign Group	9-30-96	20.27	1.00	20.27
	Sub-total:				75.58
<b>5330 Telephone</b>					
1217 LCI International	Inv: 91596.00	9-30-96	6.52	1.00	6.52
	Sub-total:				6.52
<b>5340 Photocopies</b>					
	IDG InterDesign Group	9-30-96	71.00	.15	10.65
	Sub-total:				10.65
<b>5350 Facsimile Machine</b>					
	IDG InterDesign Group	9-30-96	45.00	.25	11.25
	Sub-total:				11.25

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InterDesign Group Inc. Easy Plus Billing Report By project 10-10-96 Page 4  
 Billing cut-off date 9-30-96 Last time update date 9-30-96 Full detail Project totals include all phases

Project: Scott's Bluff Public Library		Date	Hours	Rate	Amount	Adjusted	
			Units/Cost	Multi		Hours Amount	
<b>Phase Totals</b>							
	Total	Price	Total	Ytd	Used	Budget	
	Billed	Billed	Billable	Budget	Budget	Remaining	
Labour:	178,708.70	158,000.00	158,000.00	158,000.00	100.0	.00	
Admin:	8,397.44	8,402.84	8,402.84	48,000.00	12.9	39,176.06	
Cont:	18,500.00	.00	.00	8,000.00	.0	8,000.00	
<b>Total:</b>	<b>205,606.14</b>	<b>166,402.84</b>	<b>166,402.84</b>	<b>214,000.00</b>	<b>112.9</b>	<b>47,176.06</b>	
A/R:	2,286.25	Retainage:	.00	Retainage:	.00	Misc:	.00
<b>WIP Aging</b>							
	Current	31-60 days	61-90 days	91-120 days	121+ days	Total	
	8,402.84	.00	.00	.00	.00	8,402.84	
<b>Project Totals</b>							
Labour:	178,708.70	178,548.00	178,548.00	178,548.00	55.6	5,856.00	
Admin:	8,397.44	8,402.84	8,402.84	48,000.00	12.9	39,176.06	
Cont:	18,500.00	.00	.00	8,000.00	1.2	8,402.00	
<b>Total:</b>	<b>205,606.14</b>	<b>186,950.84</b>	<b>186,950.84</b>	<b>234,548.00</b>	<b>70.7</b>	<b>53,534.06</b>	
A/R:	2,286.25	Retainage:	.00	Retainage:	.00	Misc:	.00
<b>WIP Aging</b>							
	Current	31-60 days	61-90 days	91-120 days	121+ days	Total	
	8,402.84	.00	.00	.00	.00	8,402.84	

4. Additional costs discussed included:

Remaining Professional Fee Reimbursables estimated at 6 months x \$300 =	\$1,800.00	3167.90
Construction Administration Contingency =	\$15,000.00	2257.90
Additional Construction Administration (Estimated Cost) =	\$14,000.00	3000.00
Remaining Construction Administration Fee =	<del>26,775.00</del>	2956.00
	7225	15396.00
<b>Total Potential Costs =</b>	<b>24,025.00</b>	<b>5853.63</b>
Remaining Contingency to Date =	\$36,392.65	21250.43
Deduct Potential Costs Estimated =	24,025.00	left:
Contingency Balance =	\$12,373.65	2696.77

5. The InterDesign Group will continue to monitor contingency costs and inform the Board of Trustees and Leasing Corporation of the status on a monthly basis. The goal is not to exceed the allocated contingency of \$12,373.65.

6. As discussed the Board of Trustees and Leasing Corporation will review the lease rental options previously noted and decide which direction to proceed which will determine the additional construction account cushion.

7. Calendar dates to observe:

- Lease Rental Payment June 30, 1996 (Grace period extension to July 14, 1996)
- Contractor Pay Request Approvals  
Second Monday of the month (Regular Board of Trustees meeting)

8. Linda Sizelove requested the following:

- Unit prices for the landscaping ornamental trees to provide for donor opportunities.
- Latest date when the contractor is scheduled to install the patio brick. (Should be available at next progress meeting.)
- Verification that the brick has been ordered from Vemons. Latest information as of 23 May 1996, 4:30 p.m., brick has been held in sufficient quantities to do building since the mock-up was installed. Order placed after official receipt of Board action on 22 May 1996. Delivery scheduled for 17 June 1996. Contact person is Mary Stewart.

cc: Chris McComas  
 Al Cox  
 Kathi Whilkamper  
 950017

MONDAY, SEPTEMBER 9, 1996

Cloudy Low temperature 63 degrees high 81

The two arch ceilings are drywalled and ready for the plasterer. Chuck C. says the ceilings that we have been calling barrel ceilings are really arch ceilings. I'll have to take his word for it.

Crossroads promised to have duct work completed by Friday. Chuck C. is shooting for Air Conditioning by Tuesday of next week. The cement people are supposed to start new sidewalks tomorrow. There are also plans to remove the construction trailer Thursday and move inside. Chance Brothers are still working on ceramic floors and walls in the restrooms. The drywall people are finishing up small areas and finishers taping in preparation for painting. There are still 2 carpenters on hand. Three electricians are making wiring connections. Since most of the fixtures are in place, the brick layers are working on wall for air conditioner room.

TUESDAY, SEPTEMBER 10, 1996

Cloudy low temp 63 high 80

Chuck had all the subs and carpenters clear the area this morning. It sure did make a big difference. David Ginn & Mark Rowe, himself, spent a couple of hours this afternoon checking the job. The cement people formed the east west walk on the parking lot today. David Miller made the cut in the front sidewalk in preparation of removing a 12" section to conform the rest of the public walks. They also started removing the sections of concrete slab next to the walk that looks like it might have been in front of the old traction station. The bricklayers are still working on the exterior wall to the air conditioning room. The electrician and carpenters are still around, and Crossroads had 2 men running copper lines for the heat and air. Some of the men are working on the metal ducts. Chance Brothers are working in the restrooms on the walls and floor ceramics. The drywall finisher is still finishing the drywall joints.

WEDNESDAY, SEPTEMBER 11, 1996

Low 59 degrees high 83

The concrete crew poured the sidewalk on the north end of the parking lot running east & west this afternoon. After phone calls to George, the Engineer for AEP, and talking to the Mayor, Jerry Werline, and the Building Commissioner, we all came to the conclusion that the two street light poles at 16th Street belong to AEP, and since they are on the Library Property, being 45 feet from the center of 16th Street and the City right of way is 25 feet from center of 16th Street to Library Property, that AEP could remove them at the request of the Library without the City's consent. So, they are scheduled to be removed tomorrow, along with the construction trailer, and the temporary pole & hook-up, since we have power in the building.

The bricklayers are still working on the wall to the air conditioning room. Crossroads have 2 men installing central lines for air conditioning and heat, also, have 3 men working on duct work overhead. Same 3 electricians, 3 carpenters from M.D.Rowe today, 2 men still drywalling, and 3 men taping and finishing drywall. Dave Miller Excavating worked today on taking out the iron post against the front walk and concrete slab next to the walk.

Curt Sims, from Sims Company, the company who will do the painting, was on the job this morning, and checked with Chuck C. on specifications as Chuck has to do with all new subs when they first come on the job, and all during the subs work on the job. It's just another facet of the Superintendent's job.

THURSDAY, SEPTEMBER 12, 1996

Low 60 high 73

There was a lot of action today. AEP removed the two street lights. The moving company picked up the construction trailer, and the cement people poured some more sidewalks, all at the same time this morning. The street was pretty crowded at 16th street for a while. The painter started painting the soffit and fascia today. The bricklayers started replacing brick in the design area for contrast on the brick wall. There are still drywall people working, and same 3 electricians, 3 M.D.Rowe carpenters, and Crossroads working on duct and copper tubing lines. Chance Brothers are still working on the ceramic tile in the restrooms.

FRIDAY, SEPTEMBER 13, 1996

Cloudy Low 54 high 64

Crossroads working toward setting and hooking up air conditioning condensor next week, and 3 Crossroads men are installing heat ducts and insulating them. The drywall men are still drywalling, and electricians still electrifying. M.D.Rowe carpenters are adding a piece of trim on the bottom of the fascia board next to the brick to finish the fascia. The painter worked on the exterior today. Cement people did some form work on the sidewalks today. Miller Excavating did some digging for the sidewalks. Chuck C. had the rest of the area fence removed. Also, gave Chuck C. request for their draw to be delivered to M.D.Rowe.

SATURDAY, SEPTEMBER 14, 1996

Cloudy & Cool Low 60's high 70's

There are 3 drywall finishers working today taping drywall joints.



MONDAY, SEPTEMBER 16, 1996

Rain all day Low 55 high 68

Naturally, the brick layers and cement people didn't work, but we have had a pretty good stretch of un-interrupted workdays lately. The men are working inside though. Two M.D. Rowe carpenters, electrician has 2 more men on the job today connecting switch & outlet boxes, which makes 5 people on their crew. The drywall people are still around. Crossroads two men are still running copper lines to heat units, and a couple of men are still on the metal ducts.

TUESDAY, SEPTEMBER 17, 1996

Partly cloudy low 55 high 72

The electrician cut his crew back to his usual 3 people today. Mays Roofing had 2 men working on the downspouts. The drywallers and finishers are still working. There are 3 plasters starting to plaster the arch ceilings in the adult & young adult areas. The brick layers are replacing the brick in the six brick designs in the brick veneer on the building. It sure doesn't do much as far as contrast is concerned. Crossroads people are still working on installing boilers and equipment for heating and air conditioning.

WEDNESDAY, SEPTEMBER 18, 1996

Low 51 high 72 Supposed to be partly cloudy

There is a progress meeting this morning. Kathi W. and myself, were the only people from the Library. Al Cox, David G., and Chuck Capshaw, were the others there. Nothing earth shaking took place. Al Cox changed the wiring for the site lights and parking lot lights according to Chris McCombs specifications. They are still going to use the two lights that were to shine on the flag pole that I had cancelled. Now, they will be installed on the east side of the building to shine on each side of the arch to light it up. The drywallers and finishers are still at it. Crossroads still connecting up equipment and installing duct work. The plasterers are working on the arch ceilings, and same 3 electricians on the job. The man from Hoosier Glass is grinding joints on metal door frame to smooth them. Cement people are pouring sections of the sidewalks on the North side of the building. The bricklayers finished and gathered their equipment to be picked up, which will leave the area opened for other operations.

THURSDAY, SEPTEMBER 19, 1996

Low 48 high 72

The masons picked up their equipment today and are out of the way. Crossroads people are still working on equipment and ducts. They mounted the air conditioning compressor today in the outside specially built room. The cement crew poured the public walk along 16th St. There are still same 3 electricians and drywall finishers, and 3 carpenters. The plasterers are working on the arch ceilings. One man from Chance Brothers is still working on the restrooms.

FRIDAY, SEPTEMBER 20, 1996

Low 52 high 77 Partly cloudy

Same as yesterday. Crossroads, electricians, drywall finishers, plasterers, concrete people, and carpenters.

SATURDAY, SEPTEMBER 21, 1996

Crossroads and drywall finishers working.

MONDAY, SEPTEMBER 23, 1996

Low temperature 52 degrees high 72

The same three M.D. Rowe carpenters are still on hand. The same three electricians, and the drywall finishers are sanding dry wall. Crossroads Air Conditioning people are working on hooking up the air conditioning condenser and installing metal duct work. The cement people poured the last section of the parking lot sidewalks, which makes all the cement work on the parking lot finished. The blacktop is next, with Chance Brothers working on the granite in the restrooms. Rosema Corporation, of Muncie, is starting work on the columns to be built around the steel post inside the building.

TUESDAY, SEPTEMBER 24, 1996

Low temp 48 high 68

The cement people poured the front walk from the entrance to the public sidewalk. They also poured a section of public walk, completing the section that was broken out. They dug and poured the base for the flagpole which finishes their work on the site. The carpenters are working on the columns that go on the front and rear entrance. The electricians erected the four parking lot pylon lights. Rosema people are working on the wire mesh that goes around the steel post for plaster to be applied to, which will form the columns. Crossroads still working on making air conditioning and heat operational, and still duct work being done. The girls, and Shawn, from the Library, visited at 3:30p.m. to see if anything had been done since their last visit.

WEDNESDAY, SEPTEMBER 25, 1996

Low temp 44 high 68

David Miller Excavating is regrading the parking lot with his dozer getting ready for stone fill. The drywallers are finishing the metal hangers in the Historical Room ceiling for plaster board and plaster. Crossroads people still working on hooking up controls for heat. The carpenters are cleaning up outside area and odds & ends. Two electricians today still working on wiring to parking lot lights. Green Acres Landscaping is working on island in parking lot getting the area ready to plant trees.

THURSDAY, SEPTEMBER 26, 1996

Low 51 high 74 thunderstorms predicted

Apex Paving hauled stone and rolled it for the asphalt base on the parking lot. The electricians trenched for installation of conduit for wiring to the site lights on the building. The plasterers installed the brown on base coat on the porch ceilings and on the columns in the young adult room. The drywall people are trying to finish up odds & ends and still sanding for paint application. Crossroads people are still working, and three carpenters mainly on the porch columns on the porches.

FRIDAY, SEPTEMBER 27, 1996

Thunderstorms low temp 64 high 75

No exterior work today, too much rain. The same three carpenters and two drywallers are working. Crossroads people still working on hooking up the air conditioning and heating equipment, installing ducts and insulating them. The dry wall people are still working. Rosema plaster people are working on columns and around the steel post.

MONDAY, SEPTEMBER 30, 1996

Warm low temp 48 high 73

The same three carpenters are doing lots of clean up and odds & ends. Two electricians are working on ditching and laying conduit for the site lights. Rosema people are working on plaster columns. The drywall people are working on the metal joist for plasterboard for the plastered ceiling. Crossroads people are working on the air conditioning & heating equipment, plus metal ducts and insulation of ducts.

TUESDAY, OCTOBER 1, 1996

Sunny low temp 55 high 79

Same as Monday. No new subs on the job, other than the painters from H. Sims Company, of Muncie, In. Apex Asphalt black topped the parking lot.

WEDNESDAY, OCTOBER 2, 1996

Sunny low temp 57 high 75 thunderstorms predicted with falling temp to 35 - 45 overnight & highs of 55 tomorrow: time will tell!!

Apex Asphalt poured the finish coat of asphalt on the parking lot and rolled it. Three electricians are still working on trenching and conduit for site lights. The drywaller is doing piecing to finish odds & ends. The taper and finisher are still working and one man is sanding. Rosema people are working on columns---slow work!! Still three M.D. Rowe carpenters on hand. They built doors for the air conditioning condenser room. The specs call for cedar wood doors.

David Ginn had a meeting with some subs at 9:00a.m. and a progress meeting at 10:00a.m. Linda Sizelove, Don Hill, and Jerry Kaiser all attended. David put out a new projected finish date of November 18th after open house.

THURSDAY, OCTOBER 3, 1996

Chilly temp 45 high 56

Fox Construction started the finish grade today. It won't take them long. They don't mess around no matter what project they have going. I didn't even recognize the old Boilermaker from the sewer installation days of last winter. He seems to be able to overcome the fact that he graduated from Purdue-----does a good job in spite of his training!!! Rosema people are still forming columns in the youth area. The electricians are working on the site lights and indirect lighting on the arch ceilings. The drywall finishers and sanders are still working. The painters are working on the exterior and interior today. The carpenters are still hanging around. They are supposed to install the flagpole tomorrow morning. They will have to get a crane to raise it and put it in place.

FRIDAY, OCTOBER 4, 1996

Low temp 37 high 63

All of the pre-finished interior doors were shipped today (24), and had to be stored in the old Library basement. I sure hope it doesn't flood!! Cox Construction is working on the finish grade and fill. All the dirt from the hill that was stockpiled last November & December was all used up. The flagpole is up!! The painters, carpenters, drywall finishers, electricians are all on the job. Chuck C. said some of the crews are going to work over on the weekend. I'll have to check and see who they are. The plaster people are still forming the columns in the young adult section--sure is a slow system.

SATURDAY, OCTOBER 5, 1996 & SUNDAY, OCTOBER 6, 1996

The drywall people worked both days trying to get ahead of the painter!!!

MONDAY, OCTOBER 7, 1996

Low temperature 52 high 72 Beautiful day!!

Rosema people still working on plastering the columns in youth room. The electricians are installing the exterior site lights. M.D. Rowe has five carpenters on the job today still working on odds and ends. The drywall finishers and sanders are working today. The painters are painting inside. The telephone people are pulling cable for communication.

TUESDAY, OCTOBER 8, 1996

Cool low temp 50 high 63 30% chance for rain!!!

The caulking specialist company has completed caulking the control joints in the stone and brick exterior. The painters, drywall finishers, and sanders are still working. M.D. Rowe has four carpenters on the job. They started work on the wooden columns in the adult section, and worked on closing cracks in the temporary exterior wooden doors, to make the building air tight when they turn on the heat. Ameritech had four men running cable today. Green Acres Landscaping installed trees today.

WEDNESDAY, OCTOBER 9, 1996

Low temp 44 high 66 chance of showers!!

The landscape people are still planting trees between showers, which didn't amount to much. Rosema people still plastering the columns. The electricians are working on the site light equipment. The drywall finishers are working on the drywall. Cook Construction Company started grid work for the acoustical ceilings. The painters are painting the walls. Crossroads people are getting close to being finished. They are still hooking up ducts and insulating them. Chuck C. has six carpenters working on the wooden columns in the adult room. Ameritech is still running cable and should be finished tomorrow.

THURSDAY, OCTOBER 10, 1996

Low temp 41 high 55

Same as Wednesday, plus David Miller Excavating prepared the patio area for the patio brick. The electricians still working on the site lights and installing strip lights in grids of suspended ceiling. Rosema people did finish plastering the columns in the youth section. It sure changes the appearance of the room. The carpenters are making pretty good headway on the wooden columns in the adult section. The painters are painting and sanding the metal door frame, plus painting the walls. Cook Construction is working on the grids for the ceiling tile. Ameritech is still pulling cable. Green Acres Landscaping is planting shrubs around the building; sure glad I won't have to trim and take care of them!!!

FRIDAY, OCTOBER 11, 1996

Low temp 33 high 62 Cool

Chance Brothers are working on the patio installing sand and compressing it on top of stone base. Firematic has two men replacing the sprinkler arms to come through the acoustic ceiling at the right height. They knew they would have to adjust the sprinkler arms after the grid ceiling was in place. The carpenters finished the 15 wooden columns in the adult section. Crossroads people, painters, drywall sanders & finishers are getting closer everyday. Green Acres Landscape people are tending to shrubs and trees. Ameritech people still pulling cable; they think they will be done today. They installed 192 lines, plus six lines for the T.V. It should be able to reach planet Mars easily.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
MONTHLY CIRCULATION REPORT

	OCT 1995	OCT 1996	AMOUNT OF CHANGE	PERCENT CHANGE	YTD
<b>ELWOOD</b>					
ADULT	2861	2728	-133	-5%	29092
JUVENILE	3029	2797	-232	-8%	20765
PERIODICAL	342	295	-47	-14%	3730
AUDIO	149	98	-51	-34%	1244
VIDEO	1836	1405	-431	-23%	15370
<b>TOTAL</b>	<b>8217</b>	<b>7323</b>	<b>-894</b>	<b>-11%</b>	<b>70201</b>
<b>FRANKTON</b>					
ADULT	968	1259	+291	+30%	11522
JUVENILE	729	798	+69	+9%	6869
PERIODICAL	194	246	+52	+27%	1998
AUDIO	0	16	+16	+160%	55
VIDEO	461	1030	+569	+123%	9431
<b>TOTAL</b>	<b>2352</b>	<b>3349</b>	<b>+997</b>	<b>+42%</b>	<b>29875</b>
<b>HAZELBAKER</b>					
ADULT	658	648	-10	-2%	7050
JUVENILE	684	720	+36	+5%	4786
PERIODICAL	143	135	-8	-6%	1295
AUDIO	28	0	-28	-100%	34
VIDEO	488	496	+6	+1%	5368
<b>TOTAL</b>	<b>2001</b>	<b>1997</b>	<b>-4%</b>	<b>0%</b>	<b>18533</b>
<b>SYSTEM TOTAL</b>					
ADULT	4427	4635	+148	+3%	47664
JUVENILE	4442	4315	+127	+3%	32420
PERIODICAL	679	676	-3	0%	7023
AUDIO	177	114	-63	-36%	1333
VIDEO	2725	2929	+144	+5%	30169
<b>TOTAL</b>	<b>12579</b>	<b>12669</b>	<b>+99</b>	<b>+1%</b>	<b>118609</b>

IN-HOUSE REFERENCE (ELWOOD ADULT ONLY) 349  
TELEPHONE REFERENCE (ELWOOD ADULT ONLY) 627  
DATABASE SEARCHES (ELWOOD ADULT ONLY) 51  
JOB ASSISTANCE (ELWOOD ADULT ONLY) 244

DURING THIS MONTH THE LIBRARY SYSTEM PRESENTED: PROGRAMS ATTENDANCE  
ELWOOD 18 263  
FRANKTON 6 72  
HAZELBAKER 16 108

# North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

Board of Trustees  
REGULAR MEETING FOR BUSINESS  
November 4, 1996  
6:00pm  
Executive Session

## CALL TO ORDER

Vice-President Beverly Austin called the executive meeting to order at 6:00pm.

## CALL FOR QUORUM

Present also were: Brenda Carey, Pam Bohlander, Sharan Pace, Barbara Abernathy, Jerry Kaiser. Also present were Director Kathi Wittkamper and Ass't. Adm. Jan Helpling. President Sizelove came in during the meeting.

## BUSINESS

### LEASE OR PURCHASE OF REAL PROPERTY

Brenda Carey, Summitville Addition Board Representative to Ralph Hazelbaker, reported the plans for the Summitville addition have been submitted to the State for approval. When received back, Mr. Hazelbaker will hold another meeting to go forward with the project. He intends to send money as needed to a non-interest bearing account at the Summitville Community Bank for use in paying the bills for the project.

Brenda also told the members she is in contact with Ms. Pat Steele, Ass't. Dean of the IU Bloomington Library in regard to a possible on-line opportunity.

A discussion was held in regard to how the branches will be automated and offered more services later.

ELWOOD - Kathi told board members there are problems receiving some of the furnishings. At this time the charge desk has not and will not be received by the dedication date. Tentative dates were:

Library will close at 4:00 Sat. 11-9-96

Telephone Installation 11-11-96

Automation training by Bibliofile Nov. 11, 12, 13

There is another date open with the movers on Nov. 11. This would delay opening until Dec. 14. A date of Dec. 15 would mean opening on January 15.

Personnel  
Sharan Pace will compile evaluation information for Director Wittkamper.

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library

Short discussion was held on a possible new periodical file. Board members thought it should be discussed more and other ways of information retrieval investigated. (Microfilm, Info-trac, etc.)

Linda Sizelove  
Beverly J. Austin  
Barbara Abernathy

Pamela Bohlander  
Pamela Bohlander, Sec'y.

Jerry Kaiser

## North Madison County Public Library System

124 North 16th Street

Elwood, Indiana 46036-1598

(317) 552-5001  
FAX (317) 552-0955

BOARD OF TRUSTEES  
REGULAR MEETING FOR BUSINESS  
November 04, 1996

### CALL TO ORDER

President Linda Sizelove called a meeting to order at 7:00pm in the Elwood Public Library Meeting Room.

### CALL FOR QUORUM

Others present were: Brenda Carey, Pam Bohlander, Sharan Pace, Barbara Abernathy, Jerry Kaiser, Beverly Austin, Director Kathi Wittkamper, Adm. Ass't. Jan Helpling, Elwood Call-Leader reporter Brian Hamilton and Leasing Corp. member Don Hill.

### MINUTES

Minutes were approved with a motion from Beverly Austin, seconded by Pam Bohlander.

### CHECKS

Check Register was signed by members and checks signed by Treasurer Jerry Kaiser.

### BUILDING REPORT

#### Elwood

Clerk-of-the-Works Harold Etchison was not present, however Kathi assured the Board he is in touch daily and the building is progressing nicely.

Bills were presented from M. D. Rowe in the amount of \$280,663.25. Motion was made and passed by Sharan Pace, seconded by Jerry Kaiser to pay.

Change Order No. 8 was presented for \$1,673.00 - motion was made by Sharan Pace, seconded by Brenda Carey to accept the change order. Motion passed.

#### Summitville

Brenda Carey, Board Agent for the Summitville Addition, reported the plans for the addition have been submitted to the state for approval. After approval, Mr. Hazelbaker will deposit funds in a non-interest bearing account in the Summitville Bank to pay bills for the project.

#### Frankton

Delong Electric repaired the electrical problem Frankton had and will submit an estimate for wiring the building for computers and also a light for the storage building. Board members would like Kathi to get other bids to compare and choose an electrical

contractor for the job.

Kathi reported Mary Kiplinger off work at present because of a serious accident her husband was in and on-going rehabilitation for him. The other two employees are covering, however, the board suggested Kathi ask Herschell Stunkard and Jamie Scott if they would like to help Frankton for extra hours.

Jan Helpling reported on the 1997 Budget Hearing Oct. 31, 1996. Our budget levy was approved, however, the budget was not. This was due to the fact that the budget was not advertised in two newspapers. Therefore, the budget will need to be re-advertised in December and an additional appropriation made in January for approval by the State Tax Commission. Mr. Stinson, State Tax Comm. said this error happens often and it will not effect receiving funds.

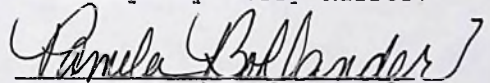
Kathi reported attending a meeting regarding District 8 Conference. Elwood will host the conference on September 24, 1997.

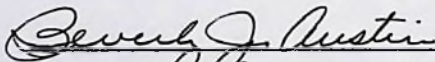
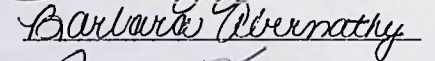
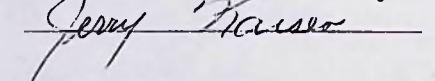
A building progress meeting will be held Wednesday, Nov. 6 at 10am.

The Spookerama was held at the park 10-31. Attendance was down but those attending entered into the spirit of the night. Loys Music Center loaned the sound system Kathi used. Tri-Kappa, Barbara Abernathy's sorority did a good job decorating.

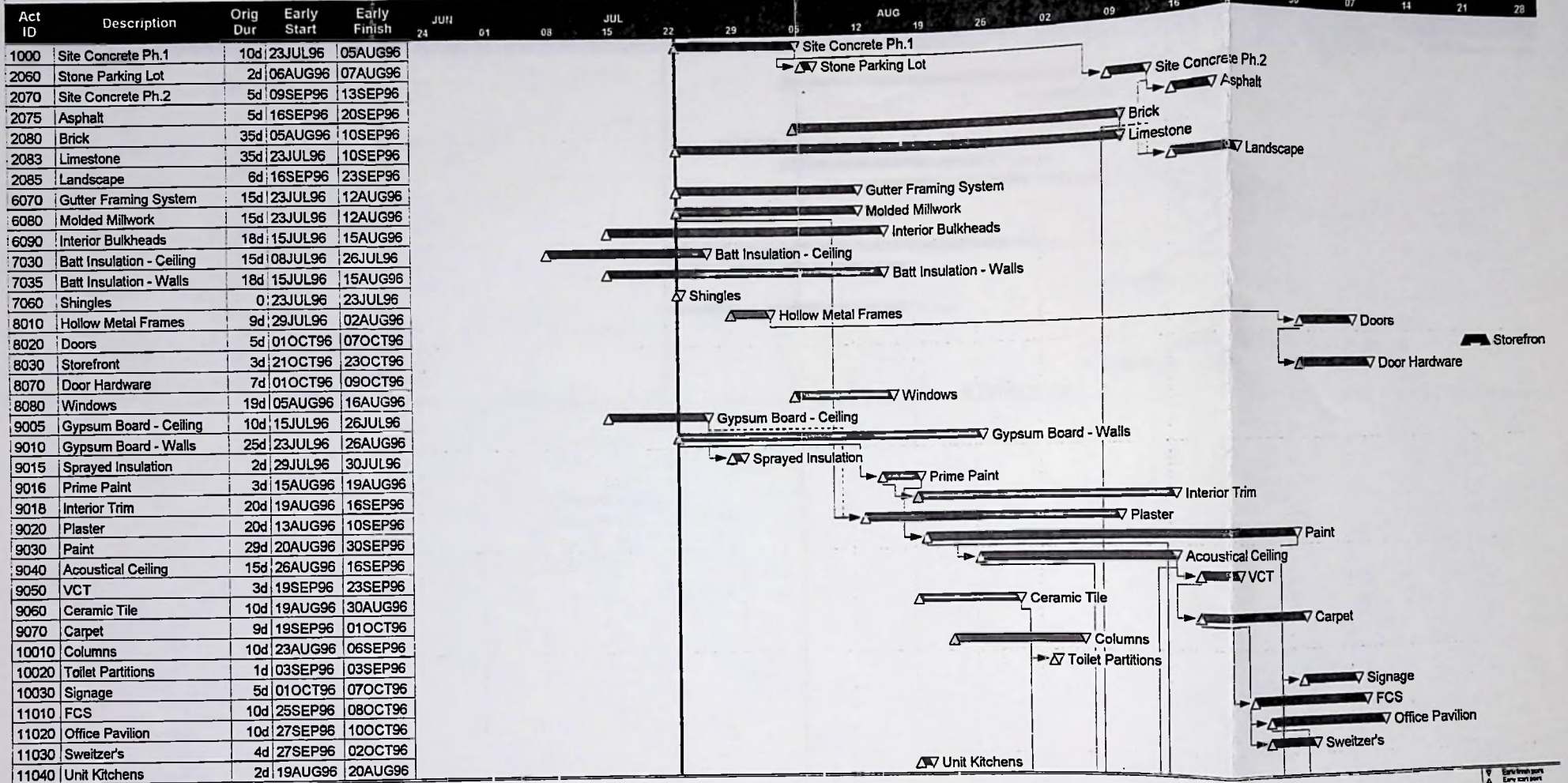
An Open House commemorating the Carnegie Building will be held November 10 from 2:00 TO 4:00PM. The Friends of the Library is being reactivated and will furnish the refreshments for the Open House.

Motion was made to close the meeting at 7:30pm by Jerry Kaiser, seconded by Sharan Pace.

  
Pamela Bohlander, Secretary

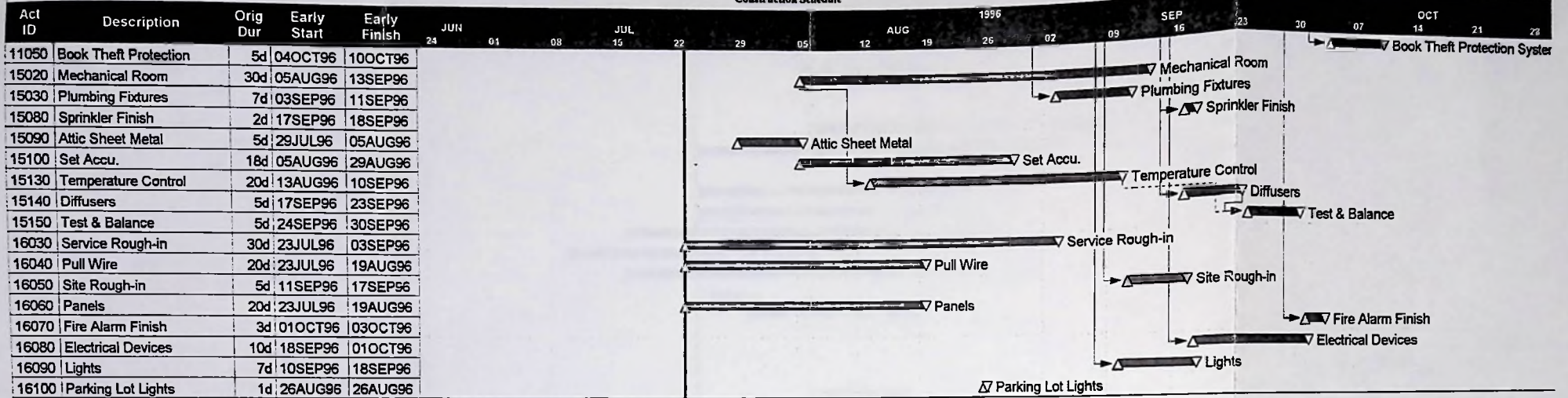
  
  


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▽ Early finish point  
 ▽ Early start point  
 ▽ Progress bar  
 ▽ Critical bar  
 ▽ Summary bar  
 ▽ Progress bar  
 ▽ Critical point  
 ▽ Summary point  
 ▽ Start - resource point  
 ▽ End - resource point





- ▽ Early finish point
- △ Early start point
- Progress bar
- ▨ Critical bar
- ▧ Summary bar
- ▲ Progress point
- Critical point
- Summary point
- Start milestone point
- Finish milestone point

FINANCIAL REPORT BY FUND  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 30 SEP 96

FUND #	DESCRIPTION	BEGINNING BALANCE	RECEIPTS THIS MONTH	RECEIPTS YEAR-TO-DATE	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	BALANCE
100	OPERATING	177851.95	6616.44	480117.73	32745.62	557934.42	151722.77
103	LEVY EXCESS FUND	.00	.00	.00	.00	4453.00	.00
105	OPERATING FUND INVESTMENT	50000.00	.00	200000.00	.00	180000.00	50000.00
107	PLAC	102.00	-5.00	137.00	.00	40.00	97.00
110	LIRF INVESTMENT	.00	.00	.00	.00	.00	.00
115	LIRF	10363.05	.00	10000.00	.00	.00	10363.05
120	GIFT	13176.07	4576.00	13975.78	12.88	2139.12	17739.19
121	SUMMITVILLE LIBRARY FUND	.00	.00	.00	.00	.00	.00
125	MEMORIAL	1007.91	.00	215.00	.00	28.75	1007.91
130	CONSTRUCTION FUND	16518.92	.00	137518.92	.00	121000.00	16518.92
WITHHOLDINGS FROM PAYROLLS							
200.01	FEDERAL TAX	.00	.00	.00	.00	.00	.00
200.02	FICA	.00	.00	.00	.00	.00	.00
200.03	STATE TAX	.00	.00	.00	.00	.00	.00
200.04	COUNTY TAX	.00	.00	.00	.00	.00	.00
200.05	PERF	1109.01	.00	.00	-568.64	-1677.65	1677.65
200.06	CREDIT UNION	.00	.00	.00	.00	.00	.00
200.07	ANNUNITY	.00	.00	.00	.00	.00	.00
200.08	INSURANCE	358.56	.00	.00	358.56	.00	.00
-TOTAL ALL FUNDS-		270487.47	11187.44	841964.43	32548.42	863917.64	249126.49

APPROPRIATION REPORT  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 30 SEP 96

OPERATING ACNT #	DESCRIPTION	ANNUAL APPROPRIATION	CHANGE TO APPROPRIATION	CURRENT APPROPRIATION	DISBURSMENTS THIS MONTH	DISBURSMENTS YEAR-TO-DATE	APPROPRIATION BALANCE
445.1	ELWOOD	3000.00	.00	3000.00	236.85	2189.33	810.67
445.3	FRANKTON	1000.00	.00	1000.00	217.35	1241.56	-241.56
445.5	SUMMITVILLE	1000.00	.00	1000.00	77.76	497.59	502.41
445.7	SUMMER READING CLUB	.00	.00	.00	.00	.00	.00
449	UN-APPROPRICATED EXPENSE	.00	.00	.00	.00	41.80	-41.80
-TOTAL-		538914.00	24059.82	562973.82	32745.62	347934.42	215039.40

REGISTER OF RECEIPTS  
 NORTH MADISON COUNTY PUBLIC LIBRARY  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 30 SEP 96

PAGE 1

DATE RECEIVED	RECEIPT NUMBER	NAME	OFFICE/DEPARTMENT/FUND	AMOUNT OF RECEIPT	EXPLANATION
04 SEP 96	0370	TREAS. MADISON COUNTY #826	312.3 OPERATING/COIT	5072.09	CO-IT TAX
04 SEP 96	0369	SHARON FOUTS RECT.#825	341.1 OPERATING/FINES	26.10	FINES & FEES
04 SEP 96	0371	DAWN MOORE RECT.#827	341.1 OPERATING/FINES	7.30	FINES & FEES
04 SEP 96	0372	JANET BLANKENSHIP REC#828	341.1 OPERATING/FINES	.20	FINES & FEES
04 SEP 96	0373	EMILY DAVIDSON RECT.#829	341.1 OPERATING/FINES	3.40	FINES & FEES
04 SEP 96	0374	DAWN MOORE RECT.#830	341.1 OPERATING/FINES	28.05	FINES & FEES
04 SEP 96	0375	EMILY DAVIDSON RECT.#831	341.1 OPERATING/FINES	20.00	FINES & FEES
09 SEP 96	0377	DAWN MOORE RECT.#833	341.1 OPERATING/FINES	5.10	FINES & FEES
09 SEP 96	0376	EMILY DAVIDSON RECT.#834	341.1 OPERATING/FINES	1.80	FINES & FEES
11 SEP 96	0380	DAWN MOORE RECT.#836	341.1 OPERATING/FINES	1.90	FINES & FEES
11 SEP 96	0381	JANET BLANKENSHIP #837	341.1 OPERATING/FINES	17.60	FINES & FEES
12 SEP 96	0382	SHARON FOUTS RECT.#838	341.1 OPERATING/FINES	53.69	FINES & FEES
12 SEP 96	0383	DAWN MOORE RECT.#839	341.1 OPERATING/FINES	2.00	FINES & FEES
12 SEP 96	0384	DAWN MOORE RECT.#840	341.1 OPERATING/FINES	18.50	FINE & FEES
16 SEP 96	0386	DAWN MOORE RECT.#842	341.1 OPERATING/FINES	4.00	FINES & FEES
16 SEP 96	0387	DAWN MOORE RECT.#843	341.1 OPERATING/FINES	.80	FINES & FEES
16 SEP 96	0388	DAWN MOORE RECT.#844	341.1 OPERATING/FINES	28.56	FINES & FEES
20 SEP 96	0390	EMILY DAVIDSON RECT.#846	341.1 OPERATING/FINES	15.20	FINES & FEES
20 SEP 96	0391	DAWN MOORE RECT.#847	341.1 OPERATING/FINES	.40	FINES & FEES
20 SEP 96	0392	SHARON FOUTS RECT.#847	341.1 OPERATING/FINES	15.85	FINES & FEES
20 SEP 96	0393	DAWN MOORE RECT.#848	341.1 OPERATING/FINES	6.40	FINES & FEES
20 SEP 96	0394	BARBARA MCADAMS RECT.#849	341.1 OPERATING/FINES	88.00	FINES & FEES
20 SEP 96	0395	DAWN MOORE RECT.#850	341.1 OPERATING/FINES	.50	FINES & FEES
20 SEP 96	0396	DAWN MOORE RECT.#851	341.1 OPERATING/FINES	13.40	FINES & FEES
20 SEP 96	0397	DAWN MOORE RECT.#852	341.1 OPERATING/FINES	1.70	FINES & FEES
20 SEP 96	0398	DAWN MOORE RECT.#853	341.1 OPERATING/FINES	8.70	FINES & FEES
20 SEP 96	0399	DAWN MOORE RECT.#854	341.1 OPERATING/FINES	7.50	FINES & FEES
20 SEP 96	0400	DAWN MOORE RECT.#855	341.1 OPERATING/FINES	.30	FINES & FEES
20 SEP 96	0401	DAWN MOORE RECT.#856	341.1 OPERATING/FINES	6.60	FINES & FEES
20 SEP 96	0402	EMILY DAVIDSON RECT.#857	341.1 OPERATING/FINES	6.10	FINES & FEES
20 SEP 96	0403	JANET BLANKENSHIP REC#858	341.1 OPERATING/MATERIAL	10.00	FINES & FEES
20 SEP 96	0404	DAWN MOORE RECT.#859	341.1 OPERATING/FAX MACHINE	3.80	FINES & FEES
20 SEP 96	0405	DAWN MOORE RECT.#860	341.1 OPERATING/FAX MACHINE	3.60	FINES & FEES
24 SEP 96	0406	EMILY DAVIDSON RECT.#861	341.1 OPERATING/FAX MACHINE	2.00	FINES & FEES
24 SEP 96	0407	EMILY DAVIDSON RECT.#862	341.1 OPERATING/FAX MACHINE	3.00	FINES & FEES
24 SEP 96	0408	DAWN MOORE RECT.#863	341.1 OPERATING/FAX MACHINE	11.20	FINES & FEES
24 SEP 96	0409	JANET BLANKENSHIP REC#864	341.1 OPERATING/FAX MACHINE	6.60	FINES & FEES
24 SEP 96	0410	DAWN MOORE RECT.#865	341.1 OPERATING/FAX MACHINE	5.20	FINES & FEES
24 SEP 96	0411	DAWN MOORE RECT.#866	341.1 OPERATING/FAX MACHINE	10.20	FINE & FEES
24 SEP 96	0412	DAWN MOORE RECT.#867	341.1 OPERATING/FAX MACHINE	3.00	FINES & FEES
24 SEP 96	0413	DAWN MOORE RECT.#868	341.1 OPERATING/FAX MACHINE	1.00	FINES & FEES
26 SEP 96	0404	EMILY DAVIDSON RECT.#869	341.1 OPERATING/FAX MACHINE	8.00	FINES & FEES
26 SEP 96	0405	DAWN MOORE RECT.#870	341.1 OPERATING/FAX MACHINE	4.00	FINES & FEES
30 SEP 96	0406	DAWN MOORE RECT.#871	341.1 OPERATING/FAX MACHINE	2.40	FINES & FEES
30 SEP 96	0407	BARBARA MCADAMS RECT.#872	341.1 OPERATING/FAX MACHINE	19.00	FINES & FEES
30 SEP 96	0408	DAWN MOORE RECT.#873	341.1 OPERATING/FAX MACHINE	1.00	FINES & FEES
04 SEP 96	0371	DAWN MOORE RECT.#827	341.1 OPERATING/FAX MACHINE	1.00	FINES & FEES
04 SEP 96	0372	JANET BLANKENSHIP REC#828	341.1 OPERATING/FAX MACHINE	1.00	FINES & FEES

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DATE RECEIVED	RECEIPT NUMBER	NAME	OFFICE/DEPARTMENT/FUND	AMOUNT OF RECEIPT	EXPLANATION
24 SEP 96	0402	DAWN MOORE RECT.#855	341.3 OPERATING/FAX MACHINE	5.00	FINES & FEES
26 SEP 96	0404	DAWN MOORE RECT.#857	341.3 OPERATING/FAX MACHINE	8.20	FINES & FEES
26 SEP 96	0405	DAWN MOORE RECT.#858	341.3 OPERATING/FAX MACHINE	3.20	FINES & FEES
30 SEP 96	0406	DAWN MOORE RECT.#859	341.3 OPERATING/FAX MACHINE	1.60	FINES & FEES
30 SEP 96	0407	DAWN MOORE RECT.#860	341.3 OPERATING/FAX MACHINE	2.40	FINES & FEES
30 SEP 96	0408	EMILY DAVIDSON RECT.#861	341.3 OPERATING/FAX MACHINE	2.00	FINES & FEES
04 SEP 96	0369	SHARON FOUTS RECT.#825	341.6 OPERATING/LOST,DAMAGED OR SALE	25.00	FINES & FEES
16 SEP 96	0385	SHARON FOUTS RECT.#841	341.6 OPERATING/LOST,DAMAGED OR SALE	40.15	BOOK SALES
09 SEP 96	0378	EMILY DAVIDSON RECT.#834	341.7 OPERATING/LAMINATION	2.00	FINES & FEES
12 SEP 96	0383	DAWN MOORE RECT.#839	341.7 OPERATING/LAMINATION	.50	FINES & FEES
16 SEP 96	0388	DAWN MOORE RECT.#844	341.7 OPERATING/LAMINATION	4.50	FINES & FEES
24 SEP 96	0402	DAWN MOORE RECT.#855	341.7 OPERATING/LAMINATION	4.50	FINES & FEES
30 SEP 96	0407	DAWN MOORE RECT.#860	341.7 OPERATING/LAMINATION	3.00	FINES & FEES
04 SEP 96	0371	DAWN MOORE RECT.#827	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES
20 SEP 96	0390	EMILY DAVIDSON RECT.#845	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES
20 SEP 96	0391	DAWN MOORE RECT.#846	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES
24 SEP 96	0398	BARBARA MCADAMS RECT.#851	341.8 OPERATING/LOST CARD FEE	3.00	FINES & FEES
30 SEP 96	0407	DAWN MOORE RECT.#860	341.8 OPERATING/LOST CARD FEE	1.00	FINES & FEES
04 SEP 96	0371	DAWN MOORE RECT.#827	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
04 SEP 96	0372	JANET BLANKENSHIP REC#828	342.1 OPERATING/COPY MACHINE	7.00	FINES & FEES
04 SEP 96	0374	DAWN MOORE RECT.#830	342.1 OPERATING/COPY MACHINE	5.00	FINES & FEES
04 SEP 96	0375	EMILY DAVIDSON RECT.#831	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
09 SEP 96	0377	DAWN MOORE RECT.#833	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
09 SEP 96	0378	EMILY DAVIDSON RECT.#834	342.1 OPERATING/COPY MACHINE	4.00	FINES & FEES
11 SEP 96	0380	DAWN MOORE RECT.#836	342.1 OPERATING/COPY MACHINE	11.00	FINES & FEES
11 SEP 96	0381	JANET BLANKENSHIP #837	342.1 OPERATING/COPY MACHINE	11.00	FINES & FEES
12 SEP 96	0383	DAWN MOORE RECT.#839	342.1 OPERATING/COPY MACHINE	4.00	FINES & FEES
13 SEP 96	0384	DAWN MOORE RECT.#840	342.1 OPERATING/COPY MACHINE	4.00	FINES & FEES
16 SEP 96	0386	DAWN MOORE RECT.#842	342.1 OPERATING/COPY MACHINE	4.00	FINES & FEES
16 SEP 96	0387	DAWN MOORE RECT.#843	342.1 OPERATING/COPY MACHINE	4.00	FINES & FEES
16 SEP 96	0388	DAWN MOORE RECT.#844	342.1 OPERATING/COPY MACHINE	11.00	FINES & FEES
20 SEP 96	0390	EMILY DAVIDSON RECT.#846	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
20 SEP 96	0391	DAWN MOORE RECT.#847	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
20 SEP 96	0393	DAWN MOORE RECT.#848	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
24 SEP 96	0398	BARBARA MCADAMS RECT.#851	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
24 SEP 96	0399	DAWN MOORE RECT.#854	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
24 SEP 96	0399	DAWN MOORE RECT.#854	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
24 SEP 96	0400	DAWN MOORE RECT.#855	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
24 SEP 96	0402	DAWN MOORE RECT.#857	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
24 SEP 96	0402	DAWN MOORE RECT.#857	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
26 SEP 96	0404	DAWN MOORE RECT.#859	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
26 SEP 96	0405	DAWN MOORE RECT.#860	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
30 SEP 96	0406	DAWN MOORE RECT.#861	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
30 SEP 96	0407	DAWN MOORE RECT.#862	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
30 SEP 96	0408	EMILY DAVIDSON RECT.#863	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
04 SEP 96	0371	DAWN MOORE RECT.#827	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES
04 SEP 96	0372	JANET BLANKENSHIP REC#828	342.1 OPERATING/COPY MACHINE	8.00	FINES & FEES

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04 SEP 96	0375	EMILY DAVIDSON	RECT#831	342.2	OPERATING/READER PRINTER COPIES
07 SEP 96	0377	DAWN MOORE	RECT.#833	342.2	OPERATING/READER PRINTER COPIES
11 SEP 96	0381	JANET BLANKENSHIP	#837	342.2	OPERATING/READER PRINTER COPIES
12 SEP 96	0383	DAWN MOORE	RECT.#839	342.2	OPERATING/READER PRINTER COPIES
13 SEP 96	0384	DAWN MOORE	RECT.#840	342.2	OPERATING/READER PRINTER COPIES
24 SEP 96	0402	DAWN MOORE	RECT.#855	342.2	OPERATING/READER PRINTER COPIES
26 SEP 96	0404	DAWN MOORE	RECT.#857	342.2	OPERATING/READER PRINTER COPIES
11 SEP 96	0380	DAWN MOORE	RECT.#836	360.1	OPERATING/INTER-LIBRARY LOAN
24 SEP 96	0400	DAWN MOORE	RECT.#853	360.1	OPERATING/INTER-LIBRARY LOAN
07 SEP 96	0376	NATIONAL CITY BANK	RECT#832	360.2	OPERATING/PROPERTY RENTAL
23 SEP 96	0394	HUNTINGTON NAT'L. BANK	361	OPERATING/INTEREST ON INVESTMEN	
23 SEP 96	0395	COMMUNITY BANK/SUMMITVILLE	361	OPERATING/INTEREST ON INVESTMEN	
23 SEP 96	0395	COMMUNITY BANK/SUMMITVILLE	361	OPERATING/INTEREST ON INVESTMEN	
24 SEP 96	0401	K-MART	RECT.#854	396	OPERATING/REFUNDS
04 SEP 96	0372	JANET BLANKENSHIP	REC#828	341.5	PLAC/PLAC
07 SEP 96	0377	RACHEL CRAIG	RECT.#835	364.1	GIFT/DONATIONS
24 SEP 96	0376	CERDEN & SONS	RECT.#849	364.1	GIFT/DONATIONS
24 SEP 96	0397	FRANKTON PHYTHIAN SISTERS	364.1	GIFT/DONATIONS	
17 SEP 96	0389	VARIOUS	364.7	GIFT/BRICK PROJECT	
17 SEP 96	0389	VARIOUS	364.7	GIFT/BRICK PROJECT	
--TOTAL AMOUNT OF RECEIPTS--				11187.44	

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PAYROLL	00639	PAYROLL	10224.49	03-SEP-96	CHECKS 004035-004053
PAYROLL	00642	PAYROLL DEDUCTIONS	-4453.13	18-SEP-96	CHECKS 004054-004072
PAYROLL	00641	PAYROLL	10217.67	18-SEP-96	CHECKS 004054-004072
PAYROLL	00640	PAYROLL DEDUCTIONS	-4451.98	03-SEP-96	CHECKS 004035-004053
015737	00590	STAR FINANCIAL BANK	2744.50	04-SEP-96	FED. & FICA TAX - P/R 9-4-96
015736	00591	MADISON COUNTY SCHOOL EMPLOY	1406.05	04-SEP-96	CREDIT UNION DEDUCTIONS - 9-
015739	00592	INDIANA DEFERRED COMPENSATIO	215.00	04-SEP-96	ANNUITY DEDUCTIONS - 9-3-96
015740	00593	CITY OF ELWOOD NON-REVERTING	776.92	04-SEP-96	INS.PREM.-SEPT.(1 FAX., 1 SI
015741	00594	RADISSON PLAZA & SUITE HOTEL	97.90	04-SEP-96	RESERVATION - ILF/CYPD CONF.
015742	00595	INDIANA LIBRARY FEDERATION	170.00	04-SEP-96	2 RESERVATIONS - ILF/CYPD CO
015743	00596	AMERICAN ELECTRIC POWER	136.83	09-SEP-96	ELEC. LIGHT - SUMMIT., ELWOOD
015744	00597	AMERITECH	188.35	09-SEP-96	TELE. - ELWOOD
015745	00598	ARAB TERMITE & PEST CONTROL	21.00	09-SEP-96	PEST CONTROL
015746	00599	AUDIO VISUAL COMMUNICATIONS	156.00	09-SEP-96	SERV.AGREE. FOR OCT.
015747	00600	BAUERS	11.94	09-SEP-96	SUPPLIES - FRANKTON
015748	00601	BAKER & TAYLOR BOOKS	1823.91	09-SEP-96	BOOKS - ELWOOD, FRANKTON, SUM
015749	00602	CENTRAL IND.COMPUTER CONSULT	400.00	09-SEP-96	COMPUTER SERV. -2 MONTHS
015750	00603	CHRISTIAN BOOK STORE	918.36	09-SEP-96	BOOKS - FRANKTON, SUMMITVILLE
015751	00604	CITY WATER & SEWAGE DEPT.	41.49	09-SEP-96	WATER - ELWOOD
015752	00605	ELWOOD PUBLISHING COMPANY IN	42.12	09-SEP-96	AD - BUDGET
015753	00606	DUO SUPPLY COMPANY	112.31	09-SEP-96	EQUIP., SUPPLIES
015754	00607	GAYLORD BROS.	446.92	09-SEP-96	SUPPLIES
015755	00608	GTE NORTH INDIANA OPERATIONS	120.04	09-SEP-96	TELEPHONE - FRANKTON
015756	00609	ANDERSON NEWSPAPERS INC.	78.00	09-SEP-96	NEWSPAPER SUBSCRIP. - ELWOOD
015757	00610	HORTON'S & SONS OF ELWOOD	7.46	09-SEP-96	SUPPLIES
015758	00611	INDIANA GAS COMPANY	102.17	09-SEP-96	GAS - ELWOOD, FRANKTON
015759	00612	INDIANAPOLIS NEWSPAPERS INC.	93.60	09-SEP-96	SUBSCRIP. - SUMMITVILLE
015760	00613	INDYNET	15.00	09-SEP-96	CATALOG
015761	00614	INFORMATION/REF.GROUP-DISTRI	130.58	09-SEP-96	BOOKS - ELWOOD
015762	00615	INGRAM DISTRIBUTION GROUP IN	93.91	09-SEP-96	BOOKS,VIDEOS, ELWOOD,FR. & S
015763	00616	JANE A. BECKLEY	2000.00	09-SEP-96	LEASE PNT. -OCT.96
015764	00617	KHART STORE (ANDERSON)	224.86	09-SEP-96	SUPPLIES,BOOKS, VIDEOS -SUMM
015765	00618	LIBRARY STORE INC., THE	500.40	09-SEP-96	SUPPLIES
015766	00619	LINDA KEMPER	7.00	09-SEP-96	MILEAGE
015767	00620	LUCENT TECHNOLOGIES	48.90	09-SEP-96	MAINT. - TELE.
015768	00621	NICHIE	39.11	09-SEP-96	BOOK - ELWOOD
015769	00622	MR. FAX	137.72	09-SEP-96	FAX PAPER - ELWOOD, FRANKTON
015770	00623	MCCORNACK PRINTING IMPRESSIO	56.00	09-SEP-96	ENVELOPES
015771	00624	MARVIN SAUBERT	120.00	09-SEP-96	LAWN CARE - SUMM.
015772	00625	HIGHEST EXCHANGE	420.75	09-SEP-96	VIDEOS - FRANKTON, ELWOOD
015773	00626	OXHOOR HOUSE	28.91	09-SEP-96	BOOK - FRANKTON
015774	00627	QUALITY CUT LAWN CARE	10.00	09-SEP-96	LAWN CARE - FRANKTON
015775	00628	QUILL CORPORATION	48.86	09-SEP-96	OFFICE SUPPLIES
015776	00629	RAHSAY BUSINESS PRODUCTS	207.50	09-SEP-96	SUPPLIES, MAINTENANCE
015777	00630	ROURKE PUBLISHING GROUP	59.70	09-SEP-96	BOOKS - ELWOOD CHILDRENS
015778	00631	REVCO D.S., INC.	29.26	09-SEP-96	OFFICE & CLEANING SUPPLIES
015779	00632	SENTIMENTAL PRODUCTIONS	33.45	09-SEP-96	VIDEO - ELWOOD
015780	00633	STAR FINANCIAL BANK	26.20	09-SEP-96	BOOK - FRANKTON

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015701	00634	TOWN OF FRANKTON	193.50	09-SEP-96	WATER & ELEC. - FRANKTON
015702	00635	TROLL ASSOCIATES	13.15	09-SEP-96	BOOK - CHILDREN
015703	00636	UNITOG RENTAL SERVICES	50.20	09-SEP-96	RENTAL - CLEANING
015704	00637	AT&T	73.00	09-SEP-96	TELE. - ELWOOD
015705	00638	ILF CONFERENCE	374.00	09-SEP-96	REGISTRATION -DIST.8, 17 022
015706	00643	STAR FINANCIAL BANK	2745.60	18-SEP-96	FICA & FED. TAX - P/R 9-18-9
015707	00644	INDIANA DEPARTMENT OF REVENUE	809.51	18-SEP-96	STATE & COUNTY TAX - SEPT. 9
015708	00645	MADISON COUNTY SCHOOL EMPLOY	1406.05	18-SEP-96	CREDIT UNION DEDUCT. - P/R 9
015709	00646	INDIANA DEFERRED COMPENSATIO	215.00	18-SEP-96	ANNUITY DEDUCTIONS - P/R 9-1
015700	00647	CITY OF ELWOOD NON-REVERTING	776.92	18-SEP-96	INS. PREM. - SEPT-96
015791	00649	INTERNAL REVENUE SERVICE	5.46	18-SEP-96	ERROR ON QUARTERLY REPORT
--TOTAL AMOUNT OF CLAIMS--			32548.42		

{-----CASH BALANCES-----}

DATE {30 SEP 96}			
A1 {STAR FINANCIAL BANK	}	B1 {	171612.41}
A2 {SUMMITVILLE BANK & TRUST	}	B2 {	.00}
A3 {LIRF - INVESTMENT	}	B3 {	.00}
A4 {OPERATING INVESTMENT	}	B4 {	50000.00}
A5 {HUNTINGTON BANK	}	B5 {	16025.95}
A6 {COMMUNITY BANK - SUMMITVILLE	}	B6 {	10638.13}
A7 {NATIONAL CITY BANK - FRANKTON	}	B7 {	.00}
A8 {	}	B8 {	.00}
A9 {	}	B9 {	.00}
TOTAL		B10{	249126.49}

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		-PAID AFTER BOARD MEETING-			
015860	00714	INDIANA DEFERRED COMPE	215.00	14-OCT-96	DEDUCTIONS - P/R 10-16-96
015861	00715	INGRAM DISTRIBUTION GR	.00	14-OCT-96	CORRECT.ACCT.-VOUCHER #405&
PAYROLL	00716	PAYROLL	10430.32	30-OCT-96	CHECKS 004116-004135
PAYROLL	00717	PAYROLL DEDUCTIONS	-4478.60	30-OCT-96	CHECKS 004116-004135
015862	00718	STAR FINANCIAL BANK	2788.81	14-OCT-96	FED. & FICA TAX - P/R 10-30-
015862	00719	INDIANA DEPARTMENT OF	1218.68	30-OCT-96	STATE & COUNTY TAX - MO. OF
015862	00720	MADISON COUNTY SCHOOL	1409.34	30-OCT-96	CREDIT UNION DEDUCTIONS - 10
015864	00721	INDIANA DEFERRED COMPE	215.00	30-OCT-96	ANNUITY DEDUCTIONS - 10-30-9
015865	00722	CITY OF ELWOOD NON-REV	776.92	30-OCT-96	HEALTH INS. - 2 EMPLOYEES
015866	00723	POSTMASTER	52.00	30-OCT-96	STAMPS - BRANCHES
XXXX	00724	STAR FINANCIAL BANK	50000.00	31-OCT-96	TRANS. TO OPER. FUND FROM IN
		--TOTAL--	62627.47		
		-CURRENT EXPENDITURES-			
015867	00725	ACTION COOLING HEATING, INC.	54.00	04-NOV-96	SERV. - FRANKTON BLDG.
015868	00726	ARAD TERMITE & PEST CONTROL	21.00	04-NOV-96	PEST CONTROL
015869	00727	AT&T	5.14	04-NOV-96	TELE. - SUMMITVILLE
015870	00728	AMERITECH	187.79	04-NOV-96	TELE. - ELWOOD
015871	00729	AMERICAN ELECTRIC POWER	477.24	04-NOV-96	TELE. - ELWOOD, SUMMITVILLE
015872	00730	BARBARA MCADAMS	49.96	04-NOV-96	PETTY CASH REIMBURSEMENT
015873	00731	A E BOYCE CO INC	74.60	04-NOV-96	FORNS
015874	00732	CAROLYN LAMBERTSON	67.01	04-NOV-96	PETTY CASH REIMBURSEMENT
015875	00733	CUSTOMER SERVICE	3.40	04-NOV-96	BOOKS - FRANKTON
015876	00734	CY DECOESSE INC.	28.99	04-NOV-96	BOOKS - FRANKTON
015877	00735	CITY WATER & SEWAGE DEPT.	15.23	04-NOV-96	WATER - ELWOOD
015878	00736	CHILDRENS PLUS, INC.	256.50	04-NOV-96	BOOKS - ELWOOD CHILDRENS
015879	00737	CINDA HORDINE	7.50	04-NOV-96	MILEAGE
015880	00738	CAROLYN LAMBERTSON	33.50	04-NOV-96	MILEAGE
015881	00739	DELONG ELECTRIC CONSTRUCTION	80.00	04-NOV-96	SERVICE CALL - FRANKTON
015882	00740	BAYLORD BROS.	22.60	04-NOV-96	SUPPLIES
015883	00741	GROLIER EDUCATIONAL CORP.	593.07	04-NOV-96	BOOKS - CHILDRENS
015884	00742	GROLIER EDUCATIONAL CORP.	253.94	04-NOV-96	BOOKS - ELWOOD
015885	00743	GTE NORTH INDIANA OPERATIONS	132.00	04-NOV-96	TELE. - FRANKTON
015886	00744	INDIANA-AMERICAN WATER CO., I	48.12	04-NOV-96	WATER - SUMMITVILLE
015887	00745	INDYNET	15.00	04-NOV-96	CHARGE - OCT.
015888	00746	INFORMATION/REF.GROUP-DISTRI	131.26	04-NOV-96	BOOKS - ADULT
015889	00747	INGRAM DISTRIBUTION GROUP IN	192.75	04-NOV-96	BOOKS, FRANKTON, SUMMITVILLE
015890	00748	JUNIOR LIBRARY GUILD	1.25	04-NOV-96	BOOK - ELWOOD
015891	00749	KNART	412.13	04-NOV-96	VIDEOS, SUPPLIES - ELWOOD, FR
015892	00750	KNART STORE (ANDERSON)	119.99	04-NOV-96	SWEEPER - FRANKTON
015893	00751	LIBRARY STORE INC., THE	233.80	04-NOV-96	SUPPLIES
015894	00752	LEISURE ARTS	67.70	04-NOV-96	BOOKS - FRANKTON
015895	00753	CATALOGING DISTRIBUTION SERV	42.00	04-NOV-96	USMARC FORMAT - ELWOOD
015896	00754	MANIPOLD REFUSE, INC.	38.00	04-NOV-96	4TH QTR.REFUSE PICK-UP CHG.-
015897	00755	MARY J. HELPLING	27.50	04-NOV-96	MILEAGE
015898	00756	HIGHEST EXCHANGE	420.75	04-NOV-96	VIDEOS, BOOKS - ELWOOD, FRAN

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015899	00757	QUILL CORPORATION	342.55	04-NOV-96	OFFICE SUPPLIES
015900	00758	PUBLISHER'S QUALITY LIBRARY	457.76	04-NOV-96	CHILDREN'S BOOKS - ELWOOD
015901	00759	REVCO D.S., INC.	49.25	04-NOV-96	SUPPLIES
015902	00760	RUFUS JESSIE	60.00	04-NOV-96	TRASH PICK-UP
015903	00761	SPECIALTY STORE SERVICES, IN	68.00	04-NOV-96	BOOKS ON TAPE - ELWOOD
015904	00762	TOWN OF FRANKTON	84.44	04-NOV-96	ELEC. & WATER - FRANKTON
015905	00763	UNIVERSITY BOOK SERVICE	328.65	04-NOV-96	BOOKS - ELWOOD CHILDRENS
015906	00764	UNIVERSITY PRODUCTS INC.	84.15	04-NOV-96	OFFICE SUPPLIES
015907	00765	WARD'S AWNING COMPANY	60.60	04-NOV-96	LABOR TO HANDLE AWNING
015908	00766	H.W.WILSON COMPANY	365.00	04-NOV-96	BOOKS, ELWOOD, SUMMITVILLE
015909	00767	LUCENT TECHNOLOGIES	48.90	04-NOV-96	TELE. MAINT. - ELWOOD
		--TOTAL--	6100.61		
		PRIOR MONTH TOTALS	62627.47		
		CURRENT MONTH TOTALS	6100.61		
		GRAND TOTALS	68728.08		

ALLOWANCE OF CLAIMS

WE HAVE EXAMINED THE CLAIMS LISTED ON THE FOREGOING REGISTER OF CLAIMS, CONSISTING OF 2 PAGES, AND EXCEPT FOR CLAIMS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH CLAIMS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF 68728.08. DATED 11-04-96.

Jonny Krass  
Beverly Austin  
Barbara Abernathy  
Linda Saylor

Sharan Pace  
Pamela Ballard  
Quincy Gray

EXPENDITURES TO BE ALLOWED  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 09 DEC 96

PAGE 1

WARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
		-PAID AFTER BOARD MEETING-			
015900	00768	PUBLISHER'S QUALITY LI	.00	04-NOV-96	TO CORRECT ACCT.
015822	00769	KHART	.00	04-NOV-96	TO CORRECT ACCT.
015910	00770	NMCPLS FRIENDS OF THE	1070.11	04-NOV-96	TRANS.OUT OF OPER.TO FRIENDS
015911	00771	JANE A. BECKLEY	1099.60	08-NOV-96	FALL TAXES - REIMBURSEMENT T
015912	00772	MARVIN SAUBERT	160.00	08-NOV-96	LAWN CARE - SUMMITVILLE
015913	00773	BAKER & TAYLOR BOOKS	3106.26	08-NOV-96	BOOKS - ELWOOD, FRANKTON, SU
015914	00774	TREASURER OF MADISON C	650.10	08-NOV-96	DITCH ASSESSMENTS
XXXX	00775	STAR FINANCIAL BANK	10000.00	08-NOV-96	TRANS. TO LIRF
015915	00776	INDIANA GAS COMPANY	76.17	11-NOV-96	GAS - ELWOOD
015916	00777	AUDIO VISUAL COMMUNICA	156.00	11-NOV-96	SERV. AGREE. FOR DEC.
015917	00778	JANE A. BECKLEY	2000.00	11-NOV-96	LEASE PNT./DECEMBER - FRANKT
015918	00779	STAR FINANCIAL BANK	2879.89	13-NOV-96	FICA & FED. TAX - P/R 11-13-
015919	00780	MADISON COUNTY SCHOOL	1404.40	13-NOV-96	CREDIT UNION DED. P/R 11-13-
015920	00781	INDIANA DEFERRED COMPE	215.00	13-NOV-96	ANNUITY DEDUCTIONS - P/R 11-
015921	00782	POSTMASTER	200.00	13-NOV-96	POSTAGE METER
015922	00783	ELWOOD COMMUNITY HIGH	25.00	13-NOV-96	95-96 YEARBOOK
015903	00784	SPECIALTY STORE SERVIC	.00	13-NOV-96	TO CORRECT ACCT.
XXX	00785	STAR FINANCIAL BANK	5252.00	13-NOV-96	TRANSFER TO LEVY ACCESS FUND
VOID	00786	STAR FINANCIAL BANK	-50000.00	13-NOV-96	WRONG BANK NO. USED ON VOUCH
XXXX	00787	STAR FINANCIAL BANK	50000.00	13-NOV-96	TO CORRECT BANK NO. VOUCH.0
015892	00788	KHART STORE (ANDERSO	-119.99	13-NOV-96	VOID CHECK - DUPLICATE
PAYROLL	00789	PAYROLL	10718.31	13-NOV-96	CHECKS 004138-004157
PAYROLL	00790	PAYROLL DEDUCTIONS	-4561.53	13-NOV-96	CHECKS 004138-004157
PAYROLL	00791	PAYROLL	9503.75	27-NOV-96	CHECKS 004159-004177
PAYROLL	00792	PAYROLL DEDUCTIONS	-4224.72	27-NOV-96	CHECKS 004159-004177
015923	00793	STAR FINANCIAL BANK	2526.07	27-NOV-96	FED. & FICA TAX - P/R 11-27-
015924	00794	INDIANA DEPARTMENT OF	796.89	27-NOV-96	STATE & COUNTY TAXES - P/R 1
015925	00795	MADISON COUNTY SCHOOL	1405.72	27-NOV-96	CREDIT UNION DEDUCTIONS
015926	00796	INDIANA DEFERRED COMPE	215.00	27-NOV-96	ANNUITY DEDUCTIONS - P/R 11-
015927	00797	CITY OF ELWOOD NON-REV	776.92	27-NOV-96	HEALTH INS.PREM.-DEC.'96
015928	00798	AMERICAN ELECTRIC POWE	436.36	27-NOV-96	ELEC. - ELWOOD, SUMMITVILLE
015929	00799	AMERITECH	95.47	27-NOV-96	TELEPHONE - SUMMITVILLE
015930	00800	INDIANA-AMERICAN WATER	35.34	27-NOV-96	WATER - SUMMITVILLE
015931	00801	INDIANAPOLIS NEWSPAPER	187.20	27-NOV-96	SUBSCRIPTION - ELWOOD
015932	00802	DIANA L. SHEPARD	32.87	27-NOV-96	PETTY CASH REIMBURSEMENT
		--TOTAL--	46118.19		
		-CURRENT EXPENDITURES-			
015933	00803	BAKER & TAYLOR BOOKS	2898.49	09-DEC-96	BOOKS - ELWOOD, FRANK., SUMM
015934	00804	A E BOYCE CO INC	11.88	09-DEC-96	FORMS, END OF YR.
015935	00805	BARBARA MCADAMS	45.51	09-DEC-96	PETTY CASH REIMBURSEMENT
015936	00806	BIRDS & BLOOMS	12.98	09-DEC-96	SUBSCRIPTION - FRANKTON
015937	00807	CITY WATER & SEWAGE DEPT.	22.26	09-DEC-96	WATER - ELWOOD
015938	00808	CY DECOSSE INC.	20.90	09-DEC-96	BOOK - FRANKTON
015939	00809	OCLC/FOREST PRESS	325.00	09-DEC-96	BOOKS, ELWOOD
015940	00810	FURST GROUP, INC.	42.63	09-DEC-96	LONG DISTANCE

EXPENDITURES TO BE ALLOWED  
 ----- NORTH MADISON COUNTY PUBLIC LIBRARY -----  
 124 NORTH 16TH STREET  
 ELWOOD, IN 46036-1598  
 09 DEC 96

PAGE 2

HARRANT NUMBER	CLAIM NUMBER	NAME OF CLAIMANT	AMOUNT OF CLAIM	DATE FILED	EXPLANATION
* 015941	00811	TOWN OF FRANKTON	46.36	09-DEC-96	UTILITIES, FRANK.
* 015942	00812	GAYLORD BROS.	141.35	09-DEC-96	BOOK SUPPLIES
* 015943	00813	INDIANA GAS COMPANY	41.02	09-DEC-96	GAS - FRANKTON
15945 015953	00823	MHR CRAFT SHOP	20.54	09-DEC-96	CRAFT SUPPLIES
15946 015954	00824	NICHIE	116.39	09-DEC-96	BOOK - ELWOOD
15947 015955	00825	MIDWEST EXCHANGE	210.25	09-DEC-96	VIDEOS - ELWOOD
15948 015956	00826	MICHAELS'	35.60	09-DEC-96	SUPPLIES
15949 015957	00827	OXMOOR HOUSE	8.94	09-DEC-96	BOOK - FRANKTON
15950 015958	00828	POPULAR SUBSCRIPTION SERVICE	3295.72	09-DEC-96	SUBSCRIPTIONS - 1997
15951 015959	00829	POLK	96.00	09-DEC-96	DIRECTORY - TIPTON
15952 015960	00830	INDIANA STATE LIBRARY	100.00	09-DEC-96	PLAC - 3RD QUARTER
15953 015961	00831	RAMSAY BUSINESS PRODUCTS	511.54	09-DEC-96	OFFICE SUPPLIES
15954 015962	00832	SELECTFORM, INC.	10.85	09-DEC-96	LEGAL POSTER
* 015969	00814	JANE A. BECKLEY	2000.00	09-DEC-96	LEASE PAYMENT - DEC.
* 015970	00815	INDYNET	15.00	09-DEC-96	NOV. CHARGE
* 015971	00816	INFORMATION/REF.GROUP-DISTRI	131.26	09-DEC-96	BOOKS - ELWOOD
* 015972	00817	INCOLSA	650.50	09-DEC-96	READER'S GUIDE - ELWOOD
* 015973	00818	INDIANAPOLIS NEWSPAPERS INC.	93.60	09-DEC-96	INDPLS.STAR - FRANKTON
* 015974	00819	INGRAM DISTRIBUTION GROUP IN	12.75	09-DEC-96	BOOKS - FRANKTON
015975	00820	LEISURE ARTS	21.90	09-DEC-96	BOOK - FRANKTON
* 015976	00821	LIBRARY STORE INC., THE	191.38	09-DEC-96	BOOK SUPPLIES
* 015977	00822	MIDWESTERNER	20.00	09-DEC-96	SUBSCRIPTION - FRANKTON
* 015978	00833	STATE CHEMICAL MANUFACTURING	440.36	09-DEC-96	CLEANING SUPPLIES
* 015979	00834	POSTMASTER - SUMMITVILLE	24.00	09-DEC-96	P.O. BOX RENT
* 015980	00835	UNIVERSITY BOOK SERVICE	265.24	09-DEC-96	BOOKS - ELWOOD
* 015981	00836	UNIQUE BOOKS INC.	21.56	09-DEC-96	BOOKS - ELWOOD
* 015982	00837	UPSTART	90.79	09-DEC-96	SUPPLIES, VIDEO - FRANKTON
* 015983	00838	UNITOG RENTAL SERVICES	100.40	09-DEC-96	CLEANING SUPPLIES
* 015984	00839	INCOLSA	23.10	09-DEC-96	WILSON DISC DOS PACK
* 015985	00840	QUILL CORPORATION	13.96	09-DEC-96	OFFICE SUPPLIES
* 015986	00841	LIBRARY CORPORATION, THE	24198.00	06-DEC-96	AUTOMATION EXPENSE
* 015987	00842	KMART	310.06	06-DEC-96	VIDEOS, SUPPLIES - SUMMITVIL
* 015988	00843	AMERITECH	192.45	09-DEC-96	TELE. - ELWOOD
* 015989	00844	BAKER & TAYLOR BOOKS	71.09	09-DEC-96	BOOKS - ELWOOD
* 015990	00845	GTE NORTH INDIANA OPERATIONS	126.04	09-DEC-96	TELEPHONE - FRANKTON
* 015991	00846	NICHIE	39.11	09-DEC-96	BOOKS - ELWOOD
* 015992	00847	REVCO D.S., INC.	50.74	09-DEC-96	SUPPLIES - ELWOOD

--TOTAL-- 37117.50

-----  
 PRIOR MONTH TOTALS 46118.19  
 CURRENT MONTH TOTALS 37117.50  
 -----  
 GRAND TOTALS 83235.69

ALLOWANCE OF CLAIMS

WE HAVE EXAMINED THE CLAIMS LISTED ON THE FOREGOING REGISTER OF CLAIMS, CONSISTING OF 2 PAGES, AND EXCEPT FOR CLAIMS NOT ALLOWED AS SHOWN ON THE REGISTER, SUCH CLAIMS ARE HEREBY ALLOWED IN THE TOTAL AMOUNT OF 83235.69. DATED 09-DEC-96.

Jerry Kruse  
Barbara Abernathy  
Beverly J. Austin  
Linda Syllor

Amelia Bolander





NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
MONTHLY CIRCULATION REPORT

3 December 1996

North Madison County Public Library System Leasing Corporation  
124 North 16th Street  
Elwood, Indiana 46036-1598  
Attention: Ms. Jan Helping

Total Architectural Development

INVOICE

North Madison County Public Library  
IDG No. 950017

For Professional Services Rendered in Accordance  
With Owner/Architect Agreement dated 31 March 1992

For Period 10 October 1996 to 15 November 1996

CONSTRUCTION ADMINISTRATION CONTINGENCY  
(Amount per 22 May 1996 Minutes - \$14,000)

Billing Cost to Date  
Balance Remaining  
SUBTOTAL

\$14,000.00  
\$11,000.00  
\$ 3,000.00  
\$5,348.37

REIMBURSABLE EXPENSES

Per Article 10.2

Postage & Freight \$ 57.28  
Photocopies 100.20  
Telephone & Fax 9.85  
Mileage 194.04  
SUBTOTAL \$ 361.37

SUMMARY

Basic Service \$ 5,348.37  
Reimbursable Expenses 361.37  
Credit per Change Order Breakdown of 14 October 1996 <836.25>  
**TOTAL AMOUNT DUE THIS INVOICE \$ 4,873.49**

The InterDesign Group, Inc.

*Joel P. Blum*  
Joel P. Blum, AIA

As information to the North Madison County Public Library System Leasing Corporation,  
The InterDesign Group has provided services in the amount of \$13,327.14 this invoice  
period. We have only invoiced \$5,348.37. It is hoped that \$7,978.77 may be considered  
at a later date for full or partial payment. Thank you.

The InterDesign Group, Inc.  
141 East Ohio Street  
Indianapolis, Indiana 46204  
317/263-9665  
Fax 317/263-9644

	NOV 1995	NOV 1996	AMOUNT OF CHANGE	PERCENT CHANGE	YTD
<b>ELWOOD</b>					
ADULT	2825	2369	-456	-16%	31461
JUVENILE	2447	1604	-843	-34%	22369
PERIODICAL	373	304	-69	-18%	4034
AUDIO	137	46	-91	-66%	1290
VIDEO	1604	33	-1571	-98%	15403
<b>TOTAL</b>	<b>7386</b>	<b>+356</b>	<b>-3030</b>	<b>-41%</b>	<b>74557</b>
<b>FRANKTON</b>					
ADULT	909	1129	+220	+24%	12651
JUVENILE	618	592	-26	-4%	7461
PERIODICAL	153	175	+22	+14%	2173
AUDIO	0	34	+34	+340%	89
VIDEO	807	834	+27	+3%	10265
<b>TOTAL</b>	<b>2487</b>	<b>2764</b>	<b>+277</b>	<b>+11%</b>	<b>32639</b>
<b>HAZELBAKER</b>					
ADULT	631	556	-75	-12%	7606
JUVENILE	530	593	+63	+11%	5379
PERIODICAL	122	106	-16	-13%	1401
AUDIO	11	3	-8	-73%	37
VIDEO	510	560	+50	+9%	5928
<b>TOTAL</b>	<b>1804</b>	<b>1818</b>	<b>+14</b>	<b>+1%</b>	<b>20351</b>
<b>SYSTEM TOTAL</b>					
ADULT	4365	4054	-311	-7%	51718
JUVENILE	3595	2197	-1398	-39%	34617
PERIODICAL	648	585	-63	-10%	7608
AUDIO	148	83	-65	-44%	1416
VIDEO	2921	1427	-1494	-51%	31596
<b>TOTAL</b>	<b>11677</b>	<b>8346</b>	<b>-3331</b>	<b>-29%</b>	<b>126955</b>

IN-HOUSE REFERENCE (ELWOOD ADULT ONLY) 232  
TELEPHONE REFERENCE (ELWOOD ADULT ONLY) 605  
DATABASE SEARCHES (ELWOOD ADULT ONLY) 55  
PATRON ASSISTANCE (ELWOOD ADULT ONLY) 210

DURING THIS MONTH THE LIBRARY SYSTEM PRESENTED 25 PROGRAMS  
ATTENDED BY 199 PERSONS  
Elwood: 9 programs 95 attendance  
H'Bak: 16 programs 104 attendance

Project: 950017 Elwood Public Library  
 Phase:

Client: 2330 North Madison Cty Public Library  
 Construction cost 0 Percent .000  
 Labor

Date	Units/Cost	Rate	Mult	Amount	Hours	Adjusted
10-15-96	3.00	43.875		131.63		
10-31-96	3.00	43.875		131.63		
11-15-96	3.00	43.875		131.63		
10-15-96	2.00	158.63		317.26		
10-31-96	2.50	158.63		396.58		
11-15-96	2.00	158.63		317.26		
10-15-96	.50	37.375		18.69		
Sub-total:	16.00			1,444.68	16.00	
10-31-96	1.00	55.123		55.12		
Sub-total:	1.00			55.12	1.00	
10-15-96	18.00	56.388		1,014.98		
10-31-96	30.50	56.388		1,719.83		
11-15-96	23.00	56.388		1,296.92		
10-31-96	5.00	106.496		532.48		
10-15-96	12.00	55.123		661.48		
10-31-96	2.00	55.123		110.25		
10-15-96	1.50	93.75		140.63		
10-15-96	4.00	57.499		230.00		
10-31-96	21.00	57.499		1,207.48		
11-15-96	33.00	57.499		1,897.47		
10-15-96	1.00	43.875		43.88		
10-31-96	1.00	43.875		43.88		
10-15-96	2.00	65.65		131.30		
10-15-96	7.00	66.788		467.52		
Sub-total:	161.00			9,498.10	161.00	
10-15-96	1.00	56.388		56.39		
10-31-96	.50	56.388		28.19		
10-15-96	3.00	43.875		131.63		
10-31-96	1.00	43.875		43.88		
10-31-96	.50	37.375		18.69		
Sub-total:	6.00			278.78	6.00	
10-15-96	4.00	56.388		225.55		
10-31-96	7.00	56.388		394.72		
11-15-96	4.00	56.388		225.55		
10-31-96	2.00	106.496		212.99		
10-15-96	2.00	55.123		110.25		
10-15-96	1.50	93.75		140.63		
10-15-96	3.00	158.63		475.89		
10-15-96	2.00	65.65		131.30		
10-15-96	2.00	66.788		133.58		
Sub-total:	27.50			2,050.46	27.50	

Reimbursables  
 5305 Meals JPB Joel P. Blum 10-15-96 8.46 1.00 8.46  
 Sub-total: 8.46

5307 Mileage - Co. Auto  
 AJP Arlen J. Packard 10-31-96 96.00 .28 26.88  
 JPB Joel P. Blum 10-15-96 94.00 .28 26.32

Project: 950017 Elwood Public Library  
 Phase:

Date	Units/Cost	Rate	Mult	Amount	Hours	Adjusted
Sub-total:				53.20		53.20
10-31-96	405.00	.28		113.40		
10-15-96	98.00	.28		27.44		
Sub-total:				140.84		140.84
10-31-96	36.49	1.00		36.49		
10-31-96	12.33	1.00		12.33		
Sub-total:				48.82		48.82
10-31-96	4.35	1.00		4.35		
Sub-total:				4.35		4.35
10-31-96	668.00	.15		100.20		
Sub-total:				100.20		100.20
10-31-96	22.00	.25		5.50		
Sub-total:				5.50		5.50

Phase Totals							Adjusted		
Total	Prior	Total	Fee	% of	Budget	Hours	Amount	Hours	Amount
Earned	Billed	Billable	Budget	Budget	Remaining	Fee %			
Labor: 193,035.84	155,000.00	155,000.00	155,000.00	100.0	.00		211.50	13,327.14	211.50
Reimb: 6,258.81	5,823.94	6,185.31	45,000.00	13.7	38,814.69		.00	361.37	361.37
Consl: 15,500.00	.00	.00	8,000.00	.0	8,000.00		.00	.00	.00
Total: 214,794.65	160,823.94	161,185.31	208,000.00	77.5	46,814.69		211.50	13,688.51	211.50
WIP Aging	Current	31-60 days	61-90 days	91-120 days	121+ days	Total			
	9,063.70	4,624.81	.00	.00	.00	13,688.51			

Project Totals							Adjusted			
Labor	Reimb	Consl	Total	WIP Aging	Current	31-60 days	61-90 days	91-120 days	121+ days	Total
194,579.17	6,258.81	15,598.00	216,435.98	9,063.70	4,624.81	.00	.00	.00	.00	13,688.51
177,195.63	5,823.94	98.00	183,117.57							
177,195.63	6,185.31	98.00	183,478.94							
183,151.63	45,000.00	8,500.00	236,651.63							
96.7	13.7	1.2	77.5							
5,956.00	38,814.69	8,402.00	53,172.69							
211.50	.00	.00	211.50							
13,327.14	361.37	.00	13,688.51							
211.50	361.37	.00	211.50							
.00	361.37	.00	361.37							

3 December 1996



North Madison County Public Library System Leasing Corporation  
 124 North 16th Street  
 Elwood, Indiana 46036-1598  
 Attention: Ms. Jan Helpling

Total Architectu

**INVOICE**

North Madison County Public Library  
 IDG No. 950017

For Professional Services Rendered in Accordance  
 With Owner/Architect Agreement dated 31 March 1992

For Period 10 October 1996 to 15 November 1996

**CONSTRUCTION ADMINISTRATION CONTINGENCY**  
 (Amount per 22 May 1995 Minutes - \$14,000)

Billing Cost to Date	\$14,000.00
Balance Remaining	\$11,000.00
<b>SUBTOTAL</b>	<b>\$5,348.37</b>

**REIMBURSABLE EXPENSES**

Per Article 10.2

Postage & Freight	\$ 57.28	
Photocopies	100.20	
Telephone & Fax	9.85	
Mileage	194.04	
<b>SUBTOTAL</b>		<b>\$ 361.37</b>

**SUMMARY**

Basic Service	\$ 5,348.37
Reimbursable Expenses	361.37
Credit per Change Order Breakdown of 14 October 1996	<836.25>
<b>TOTAL AMOUNT DUE THIS INVOICE</b>	<b>\$ 4,873.49</b>

The InterDesign Group, Inc.

*Joel P. Blum*  
 Joel P. Blum AIA

As information to the North Madison County Public Library System Leasing Corporation  
 The InterDesign Group has provided services in the amount of \$13,327.14 this invoice  
 period. We have only invoiced \$5,348.37. It is hoped that \$7,978.77 may be considered  
 at a later date for full or partial payment. Thank you.

The  
 End

InterDesign Group Inc. Many Plus Billing Report By Project  
 Billing cut-off date 11-30-96 Last time update date 11-15-96 Full Detail Project totals include all phases

Project	Date	Hours	Rate	Amount	Adjusted Hours	Adjusted Amount
Project: 950017 Elwood Public Library						
Client: 2330 North Madison Cty Public Library						
Construction cost	0 Percent	.990				
<b>Labor</b>						
5101 Project Administration - R.T.	JJH Jorja J. Carmichael	10-15-96	3.00	43.875	131.63	
		10-31-96	3.00	43.875	131.63	
		11-15-96	3.00	43.875	131.63	
	JPB Joel P. Blum	10-15-96	2.00	158.63	317.26	
		10-31-96	2.50	158.63	317.26	
		11-15-96	2.00	158.63	317.26	
	LSK Linda S. Kleingartner	10-15-96	.50	37.375	18.69	
	<b>Sub-total:</b>		<b>16.00</b>	<b>1,444.68</b>	<b>26.00</b>	<b>.00</b>
5103 Architectural Design/Docum-R.T CSM	Christopher McComas	10-31-96	1.00	55.123	55.12	
	<b>Sub-total:</b>		<b>1.00</b>	<b>55.12</b>	<b>1.00</b>	<b>.00</b>
5119 Construction Admin. - Reg.Time AGC	Alan G. Cox	10-15-96	18.00	56.388	1,014.58	
		10-31-96	30.50	56.388	1,719.83	
		11-15-96	23.00	56.388	1,296.92	
	AJP Arlen J. Packard	10-21-96	5.00	106.496	532.48	
	CSM Christopher McComas	10-15-96	12.00	55.123	661.46	
		10-31-96	2.00	55.123	110.25	
	DLK Darrel L. Kruger	10-15-96	1.50	93.75	140.63	
	GLK Gary L. Kawalek	10-15-96	4.00	57.499	230.00	
		10-31-96	21.00	57.499	1,207.43	
		11-15-96	33.00	57.499	1,897.47	
	JJH Jorja J. Carmichael	10-15-96	1.00	43.875	43.68	
		10-31-96	1.00	43.875	43.68	
	KAW Kimberly A. Palmer	10-15-96	2.00	65.65	131.30	
	TRL Timothy R. Luley	10-15-96	7.00	66.788	467.52	
	<b>Sub-total:</b>		<b>161.00</b>	<b>9,496.10</b>	<b>161.00</b>	<b>.00</b>
5121 Shop Drawings - Reg.Time	AGC Alan G. Cox	10-15-96	1.00	56.388	56.39	
		10-31-96	.50	56.388	28.19	
	JJH Jorja J. Carmichael	10-15-96	3.00	43.875	131.63	
		10-31-96	1.00	43.875	43.68	
	LSK Linda S. Kleingartner	10-31-96	.50	37.375	18.69	
	<b>Sub-total:</b>		<b>6.00</b>	<b>278.78</b>	<b>6.00</b>	<b>.00</b>
5123 Project Travel - Reg.Time	AGC Alan G. Cox	10-15-96	4.00	56.388	225.55	
		10-31-96	7.00	56.388	394.72	
		11-15-96	4.00	56.388	225.55	
	AJP Arlen J. Packard	10-31-96	2.00	106.496	212.99	
	CSM Christopher McComas	10-15-96	2.00	55.123	110.25	
	DLK Darrel L. Kruger	10-15-96	1.50	93.75	140.63	
	JPB Joel P. Blum	10-15-96	3.00	153.63	475.89	
	KAW Kimberly A. Palmer	10-15-96	2.00	65.65	131.30	
	TRL Timothy R. Luley	10-15-96	2.00	66.788	133.58	
	<b>Sub-total:</b>		<b>27.50</b>	<b>2,050.46</b>	<b>27.50</b>	<b>.00</b>
Reimbursables						
5305 Meals	JPB Joel P. Blum	10-15-96	8.46	1.00	8.46	
	<b>Sub-total:</b>				<b>8.46</b>	<b>8.46</b>
5307 Mileage - Co. Auto	AJP Arlen J. Packard	10-31-96	96.00	.28	26.88	
	JPB Joel P. Blum	10-15-96	94.00	.28	26.32	

Many Plus Billing Report By project

Group Inc. Last time update date 11-30-96 Full detail Project totals include all phases

Project	Phase	Description	Date	Hours Units/Cost	Rate Mult	Amount	Adjusted	
							Hours	Amount
		Sub-total:				53.20		53.20
5328	Mileage	AGC Alan G. Cox	10-31-96	405.00	.28	113.40		
		RAW Kimberly A. Palmer	10-15-96	96.00	.26	27.44		
		Sub-total:				140.84		140.84
5328	Postage and Freight	1145 United Parcel Service						
		Inv: 101296.00	10-31-96	36.49	1.00	36.49		
		IDG InterDesign Group	10-31-96	12.33	1.00	12.33		
		Sub-total:				48.82		48.82
5330	Telephone	1232 Telco Communications Group						
		Inv: 100196.00	10-31-96	4.35	1.00	4.35		
		Sub-total:				4.35		4.35
5340	Photocopies	IDG InterDesign Group	10-31-96	668.00	.15	100.20		
		Sub-total:				100.20		100.20
5350	Fassimile Machine	IDG InterDesign Group	10-31-96	22.00	.25	5.50		
		Sub-total:				5.50		5.50

Phase Totals										Adjusted	
Total Earned	Prior Billed	Total Billable	Total Fee Budget	% of Budget	Budget Remaining	Fee %	Hours	Amount	Hours	Amount	
Labor: 192,035.64	155,000.00	155,000.00	155,000.00	100.0	.00		211.50	13,327.14	211.50	.00	
Reimb: 6,253.81	5,823.94	6,185.31	45,000.00	13.7	38,814.69		.00	361.37		361.37	
Cons: 15,500.00	.00	.00	8,000.00	.0	8,000.00		.00	.00		.00	
Total: 214,794.65	160,823.94	161,165.31	208,000.00	77.5	46,814.69		211.50	13,688.51	211.50	361.37	
WIP Aging											
	Current	31-60 days	61-90 days	91-120 days	121+ days	Total					
	9,063.70	4,624.81	.00	.00	.00	13,688.51					

Project Totals											
Total Earned	Prior Billed	Total Billable	Total Fee Budget	% of Budget	Budget Remaining	Fee %	Hours	Amount	Hours	Amount	
Labor: 194,579.17	177,195.63	177,195.63	183,151.63	96.7	5,956.00		211.50	13,327.14	211.50	.00	
Reimb: 6,253.81	5,823.94	6,185.31	45,000.00	13.7	38,814.69		.00	361.37		361.37	
Cons: 15,599.00	92.00	98.00	6,500.00	1.2	8,402.00		.00	.00		.00	
Total: 216,435.98	183,117.57	183,478.94	236,651.63	77.5	53,172.69		211.50	13,688.51	211.50	361.37	
WIP Aging											
	Current	31-60 days	61-90 days	91-120 days	121+ days	Total					
	9,063.70	4,624.61	.00	.00	.00	13,688.51					



### FACSIMILE TRANSMITTAL

DATE: 3 December, 1996  
 PROJECT: Elwood Library  
 IDG #950017

TO: Jan Helping  
 COMPANY: North Madison Co. Public Lib. System  
 FAX #: 317-552-0955-157

FROM: Joel P. Blum

#PAGES: 4 (Including Cover)

MAILED ORIGINALS: Yes  No

Total Architectural Development:

[Highlight and delete or insert message]

Green Acres  
7616 SR 23  
Elwood, IN.  
46036

7268

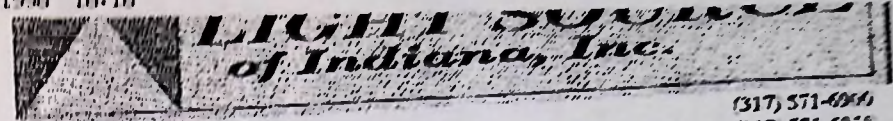
CUSTOMER NAME		DATE	
Elwood Library To Harold Etchison		12-3-96	
REC'D BY			
QUAN	DESCRIPTION	PRICE	AMOUNT
1			
2			
3	STONE AROUND 13		
4	EAVE THROUGH	325	00
5			
6	REMOVE 3 TREES	50	00
7			
8	CLEAN UP	50	00
9			
10			
11	TOTAL DUE	\$425	00
12			
13			
14			
15			
16			
17			
18			

REDIFORM  
5L320

KEEP THIS SLIP  
FOR REFERENCE

OCT-14-1996 10:10

2.2.50



9135 North Meridian Street  
Suite C5  
Indianapolis, IN 46260

(317) 571-6964  
Fax (317) 571-6916

"Lighting Manufacturers Representatives"

TO: CHRIS McCOMAS FROM: POUNCE  
 COMPANY: \_\_\_\_\_ DATE: \_\_\_\_\_  
 FAX #: \_\_\_\_\_ PAGES TO FOLLOW: 1

INVOICE FOR ELWOOD LIBRARY

**INVOICE**

**LIGHT SOURCE OF INDIANA, INC.**  
 9135 N. MERIDIAN ST. C-5  
 INDIANAPOLIS, IN 46260

DATE	INVOICE #
10/12/96	1611



**BILL TO:**  
 North Madison County Public Library System  
 112 N. 16th Street  
 Elwood, IN 46036

**SHIP TO:**  
 same

**TRANSMITTAL**

**DATE:** 27 November, 1996  
**PROJECT:** Elwood Public Library  
 IDG #950017 Total Architectural Development  
**TO:** North Madison County Public Library System  
 124 North 16th Street  
 Elwood, IN 46036-1598

- WE TRANSMIT**     Herewith     Per Your Request
- FOR YOUR**     Approval     Use     Resubmission  
                    Review/Comment     Record
- THE FOLLOWING**     Original     Change Order     Samples  
                            Drawings     Shop Drawings     Contracts  
                            Computer Disk     Specifications     Product Literature

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.	PROJECT
	Net 30	BF	10/14/96			

QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
2	Misc	Visa TF1002-1F28 table lamps	345.00	690.0
	Freight	Freight	100.00	100.0

Copies	Date	Description
2		Payment Application No. 140-10 from M. D. Rowe Construction

Remarks: This pay applications is signed and ready for payment to the Contractor.

By: Al Cox, Construction Administration

Cc: File 950017

**TOTAL \$790**

# APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702 (Instructions on reverse side) PAGE ONE OF 1 PAGES

TO OWNER: North Madison County Public Library System PROJECT: Elwood Public Library  
 124 North 16th Street 1600 Main Street  
 Elwood, Indiana 46036 Elwood, Indiana 46036

APPLICATION NO. #140-10  
 PERIOD TO: 11-25-96  
 PROJECT NOS.: JIG#950017

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: M.D. Rowe Construction, Inc. VIA ARCHITECT: The Interdesign Group  
 8739 Castle Park Drive 141 East Ohio Street  
 Indianapolis, IN. 46256 Indianapolis, IN. 46204

CONTRACT DATE: 14 Nov. 1995

CONTRACT FOR:

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet. AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 2,118,000.00
2. Net change by Change Orders ..... \$ 23,496.00
3. CONTRACT SUM TO DATE (Line 1 + 2) ..... \$ 2,141,496.00
4. TOTAL COMPLETED & STORED TO DATE ..... \$ 2,059,770.30  
 (Column G on G703)
5. RETAINAGE:
  - a. % of Completed Work ..... \$ 107,075.00  
 (Columns D - E on G703)
  - b. % of Stored Material ..... \$
  - Total Retainage (Line 5a - 5b or Total in Column I of G703) ..... \$ 107,075.00
6. TOTAL EARNED LESS RETAINAGE ..... \$ 1,952,695.30  
 (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT  
 (Line 6 from prior Certificate) ..... \$ 1,612,205.75
8. CURRENT PAYMENT DUE ..... \$ 340,489.55
9. BALANCE TO FINISH, INCLUDING RETAINAGE  
 (Line 3 less Line 6) \$

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	34,640.00	11,144.00
Total approved this Month		
<b>TOTALS</b>	<b>34,640.00</b> <i>AC</i>	<b>11,144.00</b>
<b>NET CHANGES by Change Order</b>	<b>23,496.00</b>	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: M.D. Rowe Construction, Inc.

By: [Signature] Date: 25 November 1996

State of: Indiana  
 County of: Marion  
 Subscribed and sworn to before me this 25th day of November, 1996.

Notary Public: Angela B. Thomas  
 My Commission expires: August 20, 1999

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 340,489.55

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.) The InterDesign Group, Inc.

ARCHITECT: [Signature] By: [Signature] Date: NOV 27 1996

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



To: Board of Trustees  
Staff

Attached are sheets showing changes made to the Personnel Policy after requests from the Board at 11-11 meeting.

Changes were made at a Personnel Policy Comm. meeting 11-25-96. *Standard by*

Please substitute these sheets in your Personnel Policy.

The written Evaluation and Letter of Warning will be discussed with the employee. The employee will sign both the Evaluation and the Letter to indicate the he/she has seen them, that they have been discussed and that the employee understands the nature of the infraction and implication of the Letter of Warning. The Evaluation and Letter become a part of the employee's permanent record.

**Step 3. Dismissal or Reinstatement**  
At the end of the 30-day probationary period, if there is no satisfactory improvement in or resolution of the problem(s), the employee will be dismissed. Employees reinstated following the probationary period are subject to immediate dismissal for recurrence of similar deficiencies. Employees will be given written verification of dismissal, with a copy added to their permanent record.

An employee is entitled to only one Letter of Warning during the training period, without appeal. Post-training employees who wish to appeal any disciplinary action(s), may submit their written request to the Board president.

### 13. DISCIPLINARY ACTIONS - DIRECTOR

If, in the Board's opinion, there is need to consider disciplinary action concerning the Director, an executive session of the Board may be held. Within five library business days, the Director will be notified in writing of the Board's determination. If it is the Board's consensus that disciplinary action should proceed, the policy for Disciplinary Action/Dismissal [#12.] will be executed as outlined above.

### 14. TIME CLOCK REGULATIONS

Employees are paid in 10 minute increments. The first 6 minutes late will be forgiven. After 6 minutes, one-tenth of an hour will be docked. When an employee works past their regular clock-out time at least 6 minutes, the same rule would apply and one-tenth of an hour's wages would be paid. ~~At the discretion of the employee's supervisor, three times tardy in any given pay period merits a written verbal warning.~~ After three written warnings, disciplinary action (#12) will proceed. Warnings are purged from the employee's files after each anniversary year.

Normally employees clocking in early or clocking out late will only be paid beginning at their assigned starting time and ending at their assigned quitting time. Occasionally circumstances may dictate that employees begin earlier or quit later than usual. It is the employee's responsibility to ensure that the supervisor so notes these exceptions on the employee's time card if they expect to be paid for this additional time.

If an employee forgets to clock-in or clock-out their supervisor needs to be notified so that the time can be hand-recorded on the



Labor Day

Thanksgiving Eve Day (close at noon)\*

Thanksgiving Day

Christmas Eve Day

Christmas Day

If a Library holiday falls on Sunday, the Library will be closed the following day. If the holiday falls on a full-time employee's day off, the employee will be given compensatory time for that day to be expended at the convenience of the library work schedule.

Part-time employees are entitled to one-half the holiday hours of full-time employees.

When a holiday is on a "Close at Noon" day, full time employees are paid four hours, part-time employees are paid two hours. If scheduled off, full time are given four hours compensatory time, part-time - two hours.

The Board may make adjustments in the holiday schedule for any given calendar year. Action usually will be taken prior to January 1 of the coming year and noted in Board minutes.

#### 24. EMERGENCIES AND UNSCHEDULED CLOSINGS

The following paragraphs are intended to guide staff and Board members in emergency situations. However, employees should keep in mind that each situation is unique and they are urged to use their own common sense and best judgement. Personal safety and best interests of the Library should take precedence. In the Director's absence, chain of command will be followed.

##### Accident/Injury

If a patron is injured in or on library property, staff should use common sense when first aid is administered and call 911 if necessary for assistance. As soon as possible after the incident/accident, a report should be filled out [See Appendix] to be held on file.

If a member of the staff is injured on the job, common sense should govern when first aid is administered and 911 is called. The accident should also be reported to his/her supervisor within seven days or it will not be covered by Workman's Compensation under our insurance coverage.

##### Bomb Threat

If someone notifies the Library that there is a bomb in the

facility, the facility should be evacuated immediately.\*\* If time and circumstance permit, the police should be notified prior to leaving the building. Please be aware that this policy book also contains a bomb threat information sheet (Attachment E) that should be completed as time and circumstance permit.

##### Fire

In the event of a fire or suspected fire within or in dangerous proximity to the Library, the building should be evacuated.\*\* If time and circumstance permit, the fire/police department should be notified prior to evacuation.

##### Tornado

If the area should come under a severe storm warning, personnel should monitor a local radio station for further details. If a tornado warning is given, employees and patrons are advised to seek shelter within the strongest part of their facilities, positioning themselves beneath heavy furniture placed against an interior wall, and taking care to shield themselves from flying debris. They should remain there until the all-clear is given.

##### Unruly Patron

In the event an employee or patron is verbally or physically threatened by an unruly individual(s) and assistance is needed to secure a safe environment, the police should be called immediately.

If an unruly individual(s) represents an imminent danger, the facility should be evacuated.\*\*

##### Winter Storm

If a major winter storm should hit the area, the Director will be responsible for closing the library. If the storm warning is received prior to the opening of the library, every effort will be made to reach a closure decision prior to the time employees would normally leave for work. Employees will be called via the CALLING TREE. [See Appendix] If warning of a major storm is received during Library hours, every effort will be made to dismiss non-essential personnel if it is decided to remain open. Branch personnel should notify Elwood if they close because of weather-related emergencies.

<\*Off-site Assembly: The off-site assembly location for the Elwood Public Library is the lobby of the Elwood Police Department. Frankton branch off-site assembly location will be the Frankton Town Hall. Summitville branch off-site assembly location will be the Post Office.

<Compensation: When the library is closed unexpectedly, employees may use Personal Business Leave to recover lost pay. Sick time may not be used. If employees are working when the facility is closed, they will be paid to the end of their shift. Employees who are notified not to come in on a day of forced closing may make up their time by rescheduling hours.

## 26. PERSONAL BUSINESS LEAVE

After one year's employment, full-time employees are given 28 hours each year for Personal Business Leave. Part-time employees are given 14 hours Personal Business Leave each year after one full year of employment.

Personal Business Leave is normally to be used for personal business, but may be used to lengthen compassionate leave, sick leave, or when weather prohibits an employee from reporting for work on a day when the Library remains open. Personal Business Leave may be used to lengthen holiday or vacation leave when arranged with the employee's supervisor in advance. Personal Leave days may be used to lengthen a vacation in case of an emergency situation by notifying the supervisor.

Personal Business Leave is to be used before the next year's anniversary date of employment. It does not accumulate.

Employees requesting Personal Business Leave should make their request to their supervisor or the Director as soon as possible using the Library's letterhead three-part snap out form. After signature of approval, the employee should retain the yellow copy, the supervisor/Director retains the white copy, and the pink copy goes to the bookkeeper. In addition, the employees should complete an Employee Service Record slip and attach it to their time card for the payroll period(s) in which the leave occurred.

## 27. SICK LEAVE

Paid Sick Leave is granted to all full and part-time employees and may be utilized when employees are incapacitated by illness or injury, or when they must be absent for medical, dental, or other health care appointments or treatments that cannot be arranged outside of scheduled working hours. Within reason, and at the discretion of the Director, employees may use sick leave to provide health care for dependents.

Employees requesting sick leave should notify their supervisor, the Director or the Circulation Desk of their absence from their normal working schedule as soon as possible. In addition, the employee should complete an Employee Service Record ticket and attach it to their time card for the payroll period(s) in which the leave occurred when they return to work.

Repeated or prolonged absences without proper notification of the Library may result in disciplinary action including termination [See #33. EXCESSIVE ABSENTEEISM]

Full-time employees receive seven (7) hours of sick leave per month after on full calendar month on staff. Part-time staff receive one (1) hour of sick leave for each twenty (20) hours worked in the preceding month, up to a total of seven (7) hours in any one month.

Sick leave is given in one-hour increments, and may be expended in quarter-hour increments.

Full-time employees may accumulate up to 840 hours of sick leave; part-time employees may accumulate up to 410 hours of sick leave.

At the discretion of the Director an employee may be requested to provide a medical statement from his/her doctor. Such statement should be mailed by the medical office to the Director.

## 28. COMPASSIONATE LEAVE

An employee is granted 5 days absence with pay for a death in an employee's immediate family - spouse, child, parent, and 3 days absence for a death of a sibling, grandparent, grandchild, or each similar relationship established by marriage) or a legal dependent residing in the employee's household. ~~Compassionate Leave can be expended in quarter hour increments.~~ *delete*

In unusual circumstances, the Director has the authority to define immediate family to include other relatives. Accumulated vacation or Sick Leave or Personal Business Leave may be used, with the Director's approval, to lengthen Compassionate Leave.

Employees requesting Compassionate Leave should make their request to their supervisor or the Director as soon as possible, using the Library's letterhead 3-part snap-out form. After signature of approval, the employee should retain the yellow copy, the original is retained by the supervisor/Director and the pink copy is given to the bookkeeper. In addition, the employee should complete an Employee Service Record slip and attach it to their time card for the payroll period(s) in which the leave occurred.

With the Director's approval, Leave Without Pay, accumulated vacation or Personal Business Leave may be taken for the death of a personal friend.

## 29. ORGANIZATIONAL INVOLVEMENT

As the work load and the work schedule permit, employees are encouraged to join and participate in the activities of professional associations such as the American Library Association and the Indiana Library Federation, and various local community organizations.

In accordance with Indiana State Law, the Library is unable to pay for memberships in these organizations.

## 30. PROFESSIONAL MEETINGS

The Board encourages staff attendance at professional meetings, work shops and continuing education programs in an effort to

maintain currency with the profession. Absence to attend meetings must be approved by the Director and must not interfere with the work schedule of the Library.

Employees attending meetings will be compensated for the time spent at the meetings, not to exceed seven hours unless approval received from the Director.

Travel expenses such as mileage, lodging, meals, registration fees, etc. incurred in attending professional library meetings, visits to other libraries, and for travel necessary to accomplish library business, shall be reimbursed to the extent of the approved travel budget for the year. Expenses which will be reimbursed must be approved by the Director before they are incurred.

### 31. JURY DUTY

Staff members are expected to accept jury duty when selected. Employees are to return to work after jury duty, although no more than a total of seven hours of jury duty and work combined will normally be required.

In addition to their full pay and benefits from the Library, employees may also keep their full pay from jury duty.

### 32. EXCESSIVE ABSENTEEISM

Typically employees will be absent from work for illness, vacation or personal business. With the exception of illness, absences will usually require prior approval of the employee's supervisor or the Director. Absences without proper notification (See #27. SICK LEAVE) or prior approval may be deemed excessive and will not be tolerated. Excessive absenteeism may result in disciplinary action. The first unexcused absence merits a verbal warning. The second unexcused absence merits a written warning, and a third unexcused absence refers to (#12) Disciplinary Action (#12) will proceed.

### 33. LEAVE WITHOUT PAY

Employees may request leaves of absence without pay for any reasonable circumstances, including, but not limited to: pregnancy, adoption, illness, travel, education, or work experience that would be beneficial to the Library. Leave Without Pay may not exceed six (6) months in any 12 month period. Employees are expected to have exhausted all appropriate paid time allowances before requesting a Leave Without Pay.

Employees on Leave Without Pay do not accrue vacation, Sick Leave, Personal Business Leave, or holiday compensatory time. Arrangements may be made to continue health and life insurance benefits for the employee at the employee's own expense.

MONDAY, OCTOBER 14, 1996

Low temperature 52 degrees high 75

Green Acres Landscaping has all the trees and shrubs planted and is working to prepare the yard for sod. Crossroads is still connecting the ducts for heat and air conditioning. M.D.Rowe has four carpenters installing some cabinets in the two kitchens. It seems there is always something for them to do. The electrician is still installing strip lights in grid system for overhead lights. The drywall sander is still around. Sims Company has a man installing vinyl wall coverings in the adult area. He sure does a good job. M.D.Rowe has a couple of men filling saw cracks in the floor and doing a lot of sweeping and cleaning in preparation for the carpet in the adult area. The plumber from DOK Plumbing is on the job getting ready to install the plumbing fixtures. Chance Brothers finished the tile work in the restrooms.

TUESDAY, OCTOBER 15, 1996

Low temp 55 high 70

The plumber started installing the fixtures in the restroom today. The electrician is still installing strip lights in ceiling grid system. Sims man is installing vinyl on the walls; sure makes it look easy!! Crossroads still here. Chuck C. is planning to have the parking lot striped tomorrow, but it needed to be washed down; and surprise of surprises when he called the Water Company to ask if they could use their large truck that they clean the sewers with, and clean the area. They were here before he could get the phone hung up, and washed down the lot!!!

WEDNESDAY, OCTOBER 16, 1996

Partly cloudy low temp 55 high 74 Still good weather, especially for the landscaper, who is making good progress. The exterior area is shaping up & looking good!!!

The same people for the most part are working inside. M.D.Rowe people, electrician, who I don't think will ever run out of light fixtures to install, painters still painting and installing wall covering. Crossroads seems to always have something else to do. The plumber is still installing fixtures in the restrooms, and the drywall sander is still sanding. Chuck C. has a man or two working on the concrete floors everyday in preparation for the floor covering. They striped the parking lot for parking spaces and the Asphalt Company resurfaced the street at 16th street. Sure hope there aren't water lines. There was a Progress Meeting at 10:00 a.m. We are still shooting for the projected finish date.

THURSDAY, OCTOBER 17, 1996

Partly sunny thunderstorms Low 56 high 75 with falling temps tonight

The Landscape people started installing the sod today. It always makes a big difference. Otherwise, today was a repeat of so many past days. Mainly, the electrician is installing light fixtures and making connections. I don't know if there will be an end to it or not!!! It's quite a job to install and connect all the electrical system. The plumber didn't work today. Crossroads still on the job. He keeps saying he's getting close.

FRIDAY, OCTOBER 18, 1996

Colder Low temp 40 high 52

Only one man working in the yard after last night's thunderstorms. The electrician is still working on installing light fixtures. I think they had a semi trailer full of fixtures in the parking lot on North A street, and it's not empty yet. The painter is working, ceiling tile people still installing grid system and some ceiling tile. Crossroads still on hand. M.D. Rowe has four carpenters and a couple of laborers still working. It's getting close everyday, and everyone is getting anxious and a little nervous. Hoosier Glass is installing glass in the metal door section.

MONDAY, OCTOBER 21, 1996

Low temp 46 high 69 pleasant

The Landscaper is laying sod in the front of the building and it is looking good!! Al Cox, Jerry Werline, Kathi, Jan, and myself met with a representative from the Interior Door Co., and the result was: they rejected the stain job on the doors. Now, it's back to ground zero again. Because of some mix-up, the furniture for the Library was delivered this morning, with four men to unload it. Chuck C. finally got it sent back to the company, which is responsible to hold it until it can be used. Everything else is the same as yesterday, and the day after that. Same subs doing the same thing.

TUESDAY, OCTOBER 22, 1996

Low 53 high 68 thunderstorms possible.

The electrician is still installing fixtures. They have four men working now trying to keep ahead of the ceiling tile people. M.D. Rowe has two carpenters and one laborer. Sims man still applying vinyl wall covering. Two Firematic men are checking the sprinkler heads at ceiling tile. One Crossroads man is still here. The Landscape people are still at it.

WEDNESDAY, OCTOBER 23, 1996

Low 51 high 65

The Landscape people are still working on the yard. The Electrician is still installing fixtures and connecting switch and outlets. Crossroads still with one man on the job. M.D. Rowe has two carpenters and one laborer. Sims man is not here today. The floor covering for the children's room and meeting room was installed. M.D. Rowe carpenters have the two kitchens practically finished.

THURSDAY, OCTOBER 24, 1996

Still in the 50's high 60

Al Cox was on hand for his weekly inspection, and to go over M.D. Rowe's monthly pay request, which we did. The people from Interior Door Company were on hand to try and get their doors accepted, but they didn't have much luck. The electrician, Crossroads, carpenters, landscaper, ceiling tile people all on hand today.

FRIDAY, OCTOBER 25, 1996

Cool 40's high 50's

Not much new for the end of the week. The girls from the Library did inspect the new building at 3:30p.m. Not too many complaints. The landscape people replanted the trees that were saved during the construction. The landscaping is practically finished.

MONDAY, OCTOBER 28, 1996

Weather still nice low temp 50's high 60's

Green Acres, the local landscaping business, finished the landscaping for now. The area where the dirt was stockpiled and the trees transplanted, had to be seeded, and may need to be gone over in the spring. Otherwise, the exterior looks good. Sims, the painting and vinyl wall contractor, has two men on the job today. One is catching up on joints, the other one installing vinyl wall covering. Crossroads is still with one man. The electrician has four men working. M.D.Rowe has two carpenters still around. SantaRosa Mosaic & Tile Company has eight men on the job starting carpet and pad in the adult area and adjacent rooms.

TUESDAY, OCTOBER 29, 1996

Weather is still good low 50's high 60's

SantaRosa carpet people have the pad installed and are working on the carpet in the adult area and adjacent rooms. Crossroads and M.D.Rowe people are still around. The electrician is still going strong. Sims two men are still doing their thing. Acoustic ceiling is completed.

WEDNESDAY, OCTOBER 30, 1996

Low 50's high 60's

SantaRosa people are still installing pad, carpet, and vinyl flooring. Crossroads and M.D.Rowe carpenters are still around. The electrician is still working connecting fixtures, switches, and outlets. Sims two men still working on wall covering and experimenting on the stain application of the wood columns in adult section. M.D.Rowe had a progress meeting this morning with Kathi, Don, Myself, Al Cox, Chuck Capshaw, and David Ginn. A representative from the people who are to supply the shelving and desks have said they can't make delivery in time for the schedule that is in place for the dedication and opening of the new Library. It sure does create a big problem!! He was not a bit cooperative!!! Everyone has worked so hard to get this project off the ground, and then some so and so comes along and doesn't care if he is causing a problem!!! David Ginn said he has had a problem with him from day one!!! It seems there is no competition in what they do, so they can be independent and uncooperative!!!!

THURSDAY, OCTOBER 31, 1996

Where did the summer go? Frost last night!!! Low 28 high 48

The carpet people are still laying carpet. The electrician is installing light fixtures and connecting switches and outlets. The painter is staining the columns in the adult area & installing vinyl wall covering. No Crossroads people on hand today. M.D.Rowe has carpenters working on the kitchens, restrooms, and any odds & ends that come up. The plumbing people are working on hooking up the water fountains, water heaters of restrooms and kitchens.

FRIDAY, NOVEMBER 1, 1996

Still Cool low 33 high 48

The same people are working today: carpet, electricians, plumber, painter & Rowe carpenters.

MONDAY, NOVEMBER 4, 1996

Cloudy Low temperature 33 degrees high 58

F.C.S. Group delivered the metal shelving racks today and they are supposed to start assembling them tomorrow. Hoosier Glass installed the exterior door and frame at the west end of the adult section today. The carpet people are still working on installing the carpet. The painter has all of the wood columns stained--it looks pretty good!! The vinyl wall covering is progressing along with the cork on the walls of the youth section. The plumber is still doing odds and ends, such as lavatories in the restrooms. M.D. Rowe Carpenters are still finding things to do and the electrician is still at it.

TUESDAY, NOVEMBER 5, 1996

Partly sunny Low temp 42 high 56 Never did get the rain they predicted

F.C.S. delivered some more furniture this morning, and one of their people started to assemble the shelving. Chuck C. keeps busy trying to get materials inside the building and staying out of the carpet layers way. All the subs are being co-operative in a tight situation.

WEDNESDAY, NOVEMBER 6, 1996

Low temp 34 high 43

Still assembling the metal shelving in the adult section. The electrician is still making electrical connections. Three M.D.Rowe Carpenters are still finding work to do, mainly installing baseboard. Sims people are still staining and installing vinyl.

THURSDAY, NOVEMBER 7, 1996

Snow and cold temperatures Low 20's high 30's

Same people doing the same things.

FRIDAY, NOVEMBER 8, 1996

Low temp 28 high 38

Only Sims Brothers, Electrician, Carpenters working. Chuck Capshaw received word today that his Father had passed away. His Mother had passed away about two months ago--it sure is pretty close together.

MONDAY, NOVEMBER 11, 1996

Low temp 23 high 32

Chuck Capshaw was not on the job today, what with his Father passing away. He probably won't be back until Tuesday or Wednesday. One of the M.D. Rowe Carpenters takes over for Supervision. Still Sims, Electrician, and Chance Brothers installing floor tile in rear and front entrances.

TUESDAY, NOVEMBER 12, 1996

Low 28 high 34

Chance Brothers are working on the front and rear entrance floor tile. Sims still touching up the paint. Bookshelf people are putting the metal shelves together. Rowe Carpenters are installing baseboard and policing areas. The electrician is still connecting circuits.

WEDNESDAY, NOVEMBER 13, 1996

Low 15 high 35

We had a Progress Meeting this morning. It's getting closer everyday to opening day!! Brodant Furniture is still the hold up. Chance Brothers aren't here today. They still have some tile work to do. Otherwise, it's the electrician, Sims, Rowe carpenters, and people still putting metal shelves together.

THURSDAY, NOVEMBER 14, 1996

There's three Rowe Carpenters on the job, mostly doing baseboard and odds & ends. The Electrician is still making connections. Sims, the painters, sre still finding work to do. Furniture people are putting metal shelving together in the youth section. The end panel samples were inspected by Kathi W., Jan Helpling, and others, and they decided the center sections of the panels were too dark and didn't leave enough contrast from the trim or border around the edges. They are going to lighten the center sections.

FRIDAY, NOVEMBER 15, 1996

Low 17 high 45

The same people are doing the same thing as yesterday, although Mr Delph, the City Inspector, was over checking the electrical system. He couldn't find anything drastically wrong. I'll have to get a key for the new doors so people from the Library can get in to inspect it every so often.

MONDAY, NOVEMBER 18, 1996

Low temperature 28 High 38

Rowe has two carpenters on the job today. There are three electricians and two Sims people working on touch-up. Also, two drywall people are to finish the drywall at the door jambs that were installed last week. Not too much else is going on, mainly because completion is close.

TUESDAY, NOVEMBER 19, 1996

Low 38 high 48

Activity on the job is about the same as yesterday. Chance Brothers did tell me through a phone conversation this morning that the patio brick with the names inscription is scheduled for this week, and the charge desk and some furniture is scheduled for Wed.

WEDNESDAY, NOVEMBER 20, 1996

Low 32 high 38

The electrician is still on the job. The drywall people and one finisher are still filling in spaces left when the exterior doors were installed. We had a Progress Meeting this morning. The only thing decided was not to have any more until it was thought to be necessary. Brodant, the supplier for the charge desk and other Library furniture, did deliver some furniture today. I won't know what all furniture is here until it is uncrated and checked. Johnson Controls are supposed to finish checking circuits by tomorrow.

THURSDAY, NOVEMBER 21, 1996

Low 28 High 36

The electrician is still on the job and one carpenter. Chance Brothers are back to finish the two entrance floor tile. They didn't show up with the patio inscribed brick. Brodant only delivered part of their order, so they are still short of completing their furniture order. Chance Brothers are still laying entrance tile. Hoosier Glass has one man doing odds & ends to their exterior doors.

FRIDAY, NOVEMBER 22, 1996

Low 23 high 33

Chuck Capshaw had the drywall people re-do the ceiling in the Historical Room. He didn't accept it as a good job. People on the job installing the Puppet Screen. Johnson Controls did finish their check list. Chance Brothers didn't get the entrance floor tile finished. Brodant did set the furniture received in place to see what is still missing. At this time, I'm not sure. Maybe, they will have a better idea Monday. I did receive the end panels, it looks like they might be acceptable.

MONDAY, NOVEMBER 25, 1996

Low temperature 28 degrees high 33

Only one electrician on the job now; Chuck, Himself. Still trying to get the plasters to fix the ceiling in the Historical Room. The more they work on it, the worse it turns out. F.C.S. Library Furniture Company, who is the hold-up on the job getting finished, does have a couple of men on the job installing the end panels on the shelves, and putting what sections of the charge desk on hand together. No carpenters today, just one laborer.

TUESDAY, NOVEMBER 26, 1996

Low 19 high 34

Not much activity today. F.C.S. still working. Chuck, the electrician, and one laborer.

WEDNESDAY, NOVEMBER 27, 1996

Low 25 high 37

F.C.S. still installing the bookshelves. One laborer and one electrician on the job. A.S.I. Signs were on the job today installing signs inside & outside, especially on the parking lot. Al Cox was on the site for Wednesday inspection. Chuck C. had an outside check list made out that we three went over. He is working on an inside checklist for next weeks work off!!!

THURSDAY, NOVEMBER 28, 1996

Turkey Day!!!! I imagine everyone is overeating!!!! The weather is great!!!!

FRIDAY, NOVEMBER 29, 1996

Low 29 high 48

Chuck C. has three carpenters and one laborer on the job hanging the interior doors that were refinished and delivered this week. He has another set of plasters working on the ceiling in the Historical Room---trying to save it!!! That's all for this week!!!!

MONDAY, DECEMBER 2, 1996

Low temperature 33 high 41

Another set of plasters worked on the ceiling in the Indiana Room; sanding mostly. They are supposed to repaint it Thursday. One carpenter is hanging doors. Chuck, the electrician, is still on hand.

TUESDAY, DECEMBER 3, 1996

Low temp 29 high 42 with falling temperatures today and tonight 28 overnight

We had our walk through with the different suppliers and installers this morning. Jerry K. Ralph, the janitors, a technician from Edwards Electric, and myself. First, was with Firematic on the sprinkler system. Then, Byron Koch, of A.B. Young Companies, a representative for the Pulse Boiler Manufacturers, explained the make-up and operation of the boilers. It was real interesting and thorough. The technician from Edwards was impressed with the system. It's supposed to be economical to operate and maintain. Jerry Kaiser seemed to be familiar with the pulse system. A representative from Marathon explained the softer system for the water in the boilers. Crossroads explained the Air Conditioning systems and went over what would be needed to maintain on a regular basis which Edwards technician absorbed. It seems that most of the system has been computerized by Johnson Control to react and act on its own to different conditions and situations. Looks like a good set-up!!!! This afternoon, Johnson Control man explained a lot of the operation of the system to Ralph M. A F.C.S. man finally showed up and worked in the youth section on shelving and end panels.

WEDNESDAY, DECEMBER 4, 1996

Low temperature 26 high 37 partly sunny

Brodart still installing shelving and furniture in the Library. The electrician is still around. Two carpenters are working today on the interior doors and passage sets. Slow Day!!!

THURSDAY, DECEMBER 5, 1996

Low 31 high 39 and snowing

The electrician, carpenter, and two cleaning ladies are on hand. Hoosier Glass is installing glass sections in the interior doors. Two men from F.C.S. are working on the shelving and end panels in the youth section. The man from Sims Company is finishing the vinyl wall coverings at the doorways. We're supposed to have a walk through with Al Cox in the morning with Chuck C and his punch out list. It's only 16 pages!!!!

FRIDAY, DECEMBER 6, 1996

Low temperature 27 high 42 Should melt the snow and ice we received yesterday

Al Cox and another representative from Inter Design, Kathi W., Jerry K., Chuck C., and myself, started Chucks punch out list this morning. After a couple of hours, I had to leave, since my time is valuable today. I'm sorry that I have to spend the next two weeks in Florida, but I'll try to handle it!!!!



NORTH MADISON COUNTY BOARD OF TRUSTEES  
Executive Meeting  
6:00pm

CALL TO ORDER

President Linda Sizelove called an executive meeting to order at the Elwood Library Meeting Room, December 9, 1996 at 6:00pm.

CALL FOR QUORUM

Other board members present were: Pam Bohlander, Barbara Abernathy, Beverly Austin, Jerry Kaiser. Also present were Director Kathi Wittkamper and Ass't. Ad. Jan Helpling.

BUSINESS

Kathi reported J. Blume stopped by for an update; "punch list", shelves for the Indiana Room, Open House date, theft protection issue with 3M, movers, etc.

She told board members three estimates have been given her by Klumpps, Harpers and Aero Drapery in Anderson for window treatments. Board members liked the idea of wood blinds, matched to the cherry wood color and asked Kathi if she would inform Klumpps and Harpers that we are interested in the wood blinds, so that they can give us the correct information.

Kathi explained she would like to convert the micro-film for the Reader-Printer to CD Rom records, therefore, allowing more than one person to access the records at one time.

Linda S. said she thinks we should purchase the two refrigerators for the new building out of the Operating Fund - Furn. & Equip.

PERSONNEL:

Kathi presented the Wage Scale she proposed for adoption Jan. 1997. Much discussion was held re the scale. Board members generally do not like the scale but may vote on a portion of it to take effect until they can put something better in place. Bev A. asked that Kathi look up the wage scale that was put into effect when Steve Martin was Director - saying the director and board worked hard to adopt a new scale. Jan H. said that the scale is in the files but it is hard to understand where employees fit sometimes and also the board has not followed the wage scale, but instead has adopted their own starting wages for the last few people hired or promoted.

Kathi voiced her concerns about filling Shawn's position and said she thinks it is very important to hire a person with a high interest in genealogy. She has tried to delegate some of the other

duties for the position to other staff members. Kathi mentioned H. Stunkard and J. Scott are both interested in the position. Bev asked if Jamie did the genealogy part of the position, could Herschell do the other parts?

Jerry K. said in his opinion, all part-time employees should start at the same rate.

Kathi informed the board of Emily Davidson's initiative to take a correspondence course to help her with her position. She is very happy with her progress.

Bev Austin and Linda Sizelove feel there are three employees whose hourly rates should be adjusted. After some discussion, Bev A. asked there be notes made of the following amounts to be adjusted: Emily Davidson.....\$8.67, Herschell Stunkard.....\$6.44, Diana Shepard.....\$8.85. She and Linda also asked to see a listing of employees, their positions and number of years in the position.

\_\_\_\_\_  
Pamela Bohlander, Secretary

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# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

LIBRARY BOARD OF TRUSTEES  
Regular Meeting for Business  
December 9, 1996  
6:00PM  
Executive Session

Special Note:  
Call-Leader reporter  
Brian Hamilton will be  
at the Ex. Mtg. to take  
pictures of Board members  
and brief bio. for the  
tabloid we are buying.

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

1. Purchase or Lease of Real Property  
IC 5-14-1.5-6-(B) (2) (d)
2. Personnel Matters  
IC 5-14-1.5-6-(b) (6)

ADJOURN

Public Meeting  
7:45pm

CALL TO ORDER

CALL FOR QUORUM

MINUTES

CHECK REGISTER & CHECKS

BUILDING REPORT

1. Report - update of project
  - A. Summitville
  - B. Elwood

*Edwards Electric Maintenance will be here to  
talk about agreement*

OLD BUSINESS

NEW BUSINESS

1. Purchase or Lease of Real Property
  - a. Frankton
  - b. Summitville
  - c. Elwood- Bills, Maintenance Agreement, Decor
2. Reception - New Building
3. Appropriations
4. Policies
5. Calendar

DIRECTOR'S REPORT

PUBLIC COMMENT

ADJOURN

Ralph E. Hazelbaker Library

Elwood Public Library

Frankton Community Library

# North Madison County Public Library System

124 North 16th Street • Elwood, Indiana 46036-1598 • (317) 552-5001  
FAX (317) 552-0955

NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting For Business  
December 9, 1996  
7:00pm

CALL TO ORDER

President Linda Sizelove called a regular meeting for business to order at 7:00pm on December 9, 1996 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Other board members present were: Beverly Austin, Jerry Kaiser, Pam Bohlander and Barbara Abernathy. Present also were Director Kathi Wittkamper and Administrative Ass't. Jan Helpling, Call-Leader reporter Brian Hamilton.

APPROVAL OF MINUTES

Motion was made by Beverly Austin to approve the minutes of the previous meeting, seconded by Barbara Abernathy and passed.

CHECK REGISTER & CHECKS WERE SIGNED BY THE TREASURER AND BOARD.

BUILDING REPORT

Summitville - Director Wittkamper reported that Brenda Carey is ill and she has spoken to her about the Summitville building progress. Brenda says that the building should be started next week and she will bring a report to the next meeting.

Elwood - Kathi reported she, Jerry Kaiser, Chuck Capshaw, Dave Ginn, Al Cox held a meeting to do a "punch list" (a list of things each felt was wrong or unfinished in the building). They did not get finished, therefore, will meet again Mon. Dec. 16.

An Edwards Electrical Maintenance representative was present to answer any questions board members might have before accepting the maintenance agreement. Jerry Kaiser asked if they will take care of the water in the boiler - answer was yes. Will they add chemicals - the rep answered that the library will buy them and they will add them to the system. Pam Bohlander asked if there were extra costs. The rep explained that water tubes are subject to corrosion and should be periodically checked then should be chemically cleaned, but it would not be done each time. Actually it would not need to be done very often. The cost of labor for this is \$300-\$400 extra.

Jerry asked him if they would be available for emergency calls - he answered - 365 days a year. Pam Bohlander made a motion that the library contract Edwards Electrical Maintenance to maintain the heating and cooling system. Beverly Austin seconded and it passed.

Summitville Community Library

Elwood Public Library

Frankton Community Library

The following bills were approved with a motion from Barbara Abernathy, seconded by Pam Bohlander and passed:

M. D. Rowe Construction	\$ 340,489.55
Green Acres	425.00
Lucent Technologies	14,976.90
Light Source of Indiana	790.00
Inter-Design Group	4,873.49

Barbara Abernathy made a motion to accept Change Order No. 09 for \$4,282.00. Pam Bohlander seconded the motion and it passed.

OLD BUSINESS - NONE

NEW BUSINESS

A general discussion was held regarding gifts to the library and the general agreement was to ask persons who wish to donate items to please hold until we're settled into the new building.

Beverly Austin moved to adopt the proposed wage scale for new hires, only the portion under 9/96. Barbara Abernathy seconded the motion and the vote was four ayes, one nay. Motion carried.

The 1997 Holiday Schedule was presented. After a change was made for a typographical error - Thanksgiving Eve Day is close at noon and Christmas Eve Day is closed all day, the schedule was approved.

Motion was made by Barbara Abernathy to accept the changes to the Personnel Policy. Beverly Austin seconded the motion and it passed.

Class Home Health Care has asked if they can use the meeting room to schedule blood-pressure checks. Board members discussed the request, do not want to allow profit-making organizations to use the room - however, this will be a free service, so they did not want to make a decision yet.

Jan Helpling, Ass't. Adm. presented Appropriations to be transferred within a budget category and also appropriations to be transferred between categories for the end of the year. Jerry Kaiser made a motion to accept the transfers, Barbara Abernathy seconded and it passed.

Board members decided the dedication/open house for the new building will be held on Sunday, January 12, 1997 from 2:00pm to 5:00pm.

There is a meeting scheduled with representatives from Indiana U. on December 16 at 10:30am to discuss a potential cooperative project.

A committee meeting will be held December 17 at 3:30pm to discuss dedication/open house plans.

Next regular meeting will be January 13, 1997.

Pam Bohlander  
Pam Bohlander, Secretary

Sharon Pace  
Beverly J. Austin

Barbara Abernathy  
Linda Ingler

HOLIDAY SCHEDULE - 1997

Wednesday, January 1, 1997 .....New Years Day  
Monday, February 17, 1997.....President's Day  
Friday, March 28, 1997 -Close at Noon.....Good Friday  
Friday, May 30, 1997.....Memorial Day  
Friday, July 4, 1997.....Independence Day  
Monday, September 1, 1997.....Labor Day  
Wednesday, November 26, 1997. *Close at Noon* Thanksgiving Eve Day  
Thursday, November 27, 1997.....Thanksgiving  
Wednesday, December 24, 1997 ~~-Close at Noon~~....Christmas Eve Day  
Thursday, December 25, 1997.....Christmas

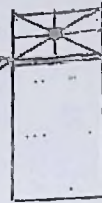
*Corrected*

# December 1996 - January 1997

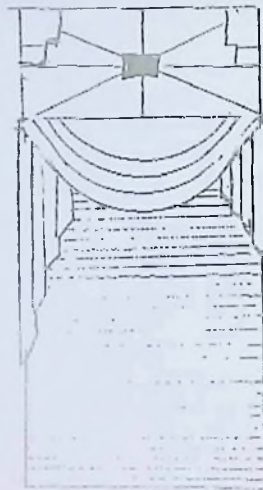
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9 Board Meeting 6 p.m. Ex. Session 7:30 p.m. Public	10	11 Payday	12	13	14
15	16	17	18	19	20	21 Elwood's last regular day
22 Closed	23 HOLIDAY Closed for Christmas	24 Holiday Closed for Christmas	25 Holiday Payday Closed for	26 Closed for Move	27 Potential moving date for Elwood	28 Potential moving date for Elwood
29 Potential moving date for Elwood	30 Closed for Move	31 Closed for Move New Years Eve	1 Holiday New Year's Day	2 Closed for Move	3 Potential moving date for Elwood	4 Potential moving date for Elwood
5 Potential moving date for Elwood	6 Telephone installation & training	7 Bibliofile installation & training	8 Payday Bibliofile installation & training	9 Bibliofile installation & training	10 Theft protection system training	11 2-5 p.m. Dedication & Grand Opening
12	13 Regular Board Mtg	14	15	16	17	18
19	20	21	22 Payday	23	24	25
26	27	28	29	30	31	

Quotation for Elwood Public Library  
 From: Harper Window Trtmt. & Carpet Ctr.  
 Ph: 754-7511

All blinds are quoted hung from top of this part of frame.  
 Because of screens, blinds can't be hung on the true inside. If they are, you won't be able to open windows.



Cost 1" mini blinds:	optional decor for
10 @ 104.00	INDIANA Pm
2 @ 113.00	
13 @ 93.00	
1 @ 84.00	
	2559.00
Less	600.00
	1959.00



opposite window reversed  
 cost of  
 Toppers would be approximately 100.00 to 228.50

Cost of Vertical Blinds would be about 400.00 to 1000.00 more

We have mini blinds that are less expensive but the valance is harder to keep on the head rail.



**Aero™**  
 Drapery

North Madison County Public Library System      December 2, 1996  
 124 North 16th Street  
 Elwood, IN 46036  
 ATTN: Kathi Wittkamper/Director

Kathi:

Thanks for calling Aero Drapery-we appreciate the opportunity to compete for your business. Our products would look great in your new building. Your options and costs are as follows:

- Option #1: 1" metal blinds(.008 guage)
  - 26 blinds to fit lower portion of each window      980.00
  - Installation      104.00
  - \$1084.00**
- Option #2: Light blocking roll shades
  - 26 shades to fit upper portion of each window      1560.00
  - Installation      78.00
  - \$1638.00**
- Option #3: 1" wood blinds(hardwood with cherry wood finish)
  - 26 blinds to fit lower portion of each window      4650.00
  - Installation      104.00
  - \$4754.00**

Sincerely,  
  
 Mike Ford

★ Quality Window Fashions ★

P.O. Box 419  
 3525 State Road 32 West  
 Westfield, Indiana 46074

Phone: 317-896-2521  
 1-800-731-AERO (2376)  
 Fax: 317-896-2293

INDIANA UNIVERSITY



FAX  
812-855-2576

ARRIVE ABOUT  
10:30AM  
11/16/96

INDIANA UNIVERSITY  
LIBRARIES

November 11, 1996

Brenda Carey  
17399 North 150 East  
Summitville, IN 46070

Dear Ms. Carey:

As a follow-up to our conversation, I have secured information over the Internet about Summitville, the libraries, the schools, and the technology available. With that information I have consulted with our Automation Officer about what needs to be in place at the Summitville Library to assure basic Internet access - a requirement for a significant cooperative relationship between the libraries.

Aside from the basic Internet connection, the library may need two Pentium level computer stations with Windows capability plus laser printers to print off the Internet. Two computers would permit both staff and public access. We also could have Ed Stockey, our Automation Officer, discuss the possibility of adding a scanner to your fax machine to increase its use potential.

With Internet access assured between our libraries, there is much potential for a mutually beneficial partnering. Some of the services that a long-term partnership between the IU Libraries and the Summitville Public Library might make available to your staff and users include:

access to IUCAT, the IU Libraries union catalog of holdings throughout the system

access to organized resources on the Internet

expertise to develop a Web page for the public library

expertise to organize Internet resources for specific user groups, e.g. children, businesses, etc.

support for distance education students in the community

OFFICE OF THE DEAN  
Bloomington, Indiana  
47405-1801

812-855-3403  
Fax: 812-855-2576

staff training

support for any IU programs in the public schools, e.g. Advanced College Placement Program

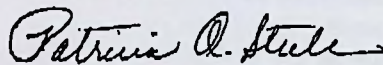
help in getting Summitville Public Library catalog on Internet for users

advice on automation issues/problems

The IU Libraries can benefit from this partnership by having the opportunity to model support for distance education students and to explore effective and appropriate ways to share the resources and expertise of the IU Libraries with citizens of the state, without compromising service to our primary clientele. Support funding for the IU Libraries, as part of this partnership, could help us employ graduate students from the School of Library & Information Science to provide joint service to both Summitville Public Library and the IU Libraries. It also could provide funds for critical equipment needs within the Libraries. Another attractive benefit of the initial partnership with Summitville is the potential to expand the model to other public and school libraries in your system and beyond.

I understand that Dean of Libraries, Suzanne Thorin, and Ralph Hazelbaker will have the opportunity to meet and discuss these ideas this week. After that conversation, I hope that we will have the opportunity to meet and plan more specifically. Please contact me if you have further ideas on our potential relationship. I look forward to the creative potential which exists in these ideas.

Sincerely,



Patricia A. Steele  
Associate Dean, University Libraries

PAS:ae

Cc: Ralph E. Hazelbaker, President, Hazelbaker Foundation  
Suzanne Thorin, Dean of Libraries  
William G. Heller, Senior Development Director, IU Foundation  
Cameron McGuire, Libraries Development Officer



*Edwards*

ELECTRICAL &amp; MECHANICAL, INC.

December 3, 1996

**Elwood Public Library**  
1600 Main Street  
Elwood, IN 46036

Attn: Mr. Harold Etchison

Subject: *Preventative Maintenance Agreement*

Dear Harold,

Thank you very much for the opportunity to bid on the maintenance of your HVAC equipment at your facility.

Please review the agreement enclosed and please advise us by either telephone or send the yellow copy back to our office with your signature stating when to begin our inspections. *This agreement can be cancelled at anytime if you are not completely satisfied with our performance for any reason.*

The purpose of this agreement is to inform you of what we are checking and cleaning on each visit as well as what equipment is involved and the cost for each visit. I have enclosed the original agreements for your consideration. If you would like to fax the signed agreement to me, my fax number is (317) 543-3479. I can assure you, if given an opportunity, we will make every effort to surpass your expectations as a supplier.

If you should have any questions, please do not hesitate to call. Thank you again for your time and consideration.

Respectfully,

*Mark*

**Mark Heirbrandt**  
Sales Engineer

INDIANA-HEADQUARTERS  
6931 EAST 52nd STREET  
INDIANAPOLIS, INDIANA 46226  
(317) 543-3460 • FAX (317) 543-3479

KENTUCKY  
1500 AIRPORT EXCHANGE BLVD., SUITE 110  
BURLINGTON, KENTUCKY 40312  
(606) 392-8900 • FAX (606) 392-8900

OHIO  
4243 DIPLOMACY DRIVE  
COLUMBUS, OHIO 43226  
(614) 529-7600 • FAX (614) 529-7805

*Edwards*

ELECTRICAL &amp; MECHANICAL, INC.

**FACSIMILE TRANSMITTAL COVER SHEET**

DATE: December 3, 1996

TO: Harold Etchison

COMPANY NAME: Elwood Public Library

FAX NO.: (317) 552-0955

FROM: Mark Heirbrandt

TELEPHONE NO.: (317) 543-3460, ext. 131

FAX NO.: (317) 543-3479

HARD COPY:  Facsimile Communication Only  
 Will Be Sent Via Regular Mail  
 Will Be Sent Via Overnight Courier

Total Number of Pages, Including Cover Sheet: (4)

If you do not receive all pages as indicated, please contact our office immediately.

REMARKS:  Urgent  Reply ASAP  
 As requested  For your review  
 Review & comment

**ADDITIONAL COMMENTS:** Please find enclosed is the information you requested. I made some changes to the months during our inspections. We would begin our inspections in February instead of January as you requested. Please feel free to contact me if I can be of any further assistance. I have scheduled Chuck Mandrell to attend the meeting on Monday evening for your information. Thanks!

**CONFIDENTIALITY NOTICE**  
The documents accompanying this facsimile transmission contain confidential information. The information is intended only for the use of the individual or entity named above. If you are not the intended recipient, you are notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this information is not permissible. If you have received this facsimile in error, please immediately notify us by telephone at the number above to arrange for the return of the original documents. Thank you.

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*Edwards*

ELECTRICAL &amp; MECHANICAL, INC.

**PREVENTIVE MAINTENANCE AGREEMENT**Elwood Public Library1600 Main StreetElwood, IN 46036

A preventive maintenance agreement is designed to provide the customer with an ongoing maintenance program in which Edwards on a regular basis performs the routine maintenance essential to keep mechanical HVAC systems in proper operating condition. In addition, periodic efficiency testing and adjustments are performed to ensure energy-effective operation of major mechanical systems. Our trained service personnel will cover the 25-point Preventive Maintenance Program and provide all lubricants and cleaning materials at no extra cost to the customer.

**POINTS CHECKED:**

AMP CHECK	CHECK BELTS	CLEAN CONDENSER*
VOLT CHECK	CHECK PULLEY ALIGNMENT	CLEAN CONDENSATE DRAINS
CHECK ELECTRIC CONNECTIONS	CHECK FILTERS	CHECK SUPERHEAT
GREASE CONNECTIONS	CALIBRATE CONTROLS	CHECK CRANKCASE HEATERS
OIL MOTORS	ADJUST ELECTRODES	CLEAN MOTORS
BELT DRESSING	CLEAN BURNERS	CHECK FOR LINES VIBRATING
CHECK IGNITION SYSTEM	CHECK OIL PRESSURE	CHECK SUCTION PRESSURE
ADJUST PILOTS	CHECK SAFETY DEVICES	CHECK DISCHARGE PRESSURE
	CHECK OIL LEVELS	

\*Occasionally condensers will need cleaning with high pressure/chemical process. This is not included in contract price.

**OPTIONAL SERVICES AND SPECIAL SERVICES TO FIT CUSTOMER NEEDS:**

This agreement covers the equipment listed on page (2). Hi-efficiency, pleated air filters shall be provided and installed during each visit.

Opening and closing of the boiler fireside and waterside shall be additional. This work will be performed on a time & material basis.

**MONTHS PERFORMED:**

February      May

**SERVICE CHARGE TO PERFORM PREVENTIVE MAINTENANCE**

\$ 387.00

EDWARDS ELECTRICAL &amp; MECHANICAL, INC.

*Mark Heir*TITLE/DATE: *Mark Heir*

INDIANA-HEADQUARTERS  
631 EAST 32ND STREET  
INDIANAPOLIS, INDIANA 46204  
(317) 543-3400 FAX (317) 543-3400  
DIRECT SERVICES LINE (317) 543-3400

OHIO  
4243 DIPLOMACY DRIVE  
COLUMBUS, OHIO 43228  
(614) 329-7800 FAX (614) 329-7803

**EQUIPMENT LIST  
FOR  
THE ELWOOD PUBLIC LIBRARY**

**(1) McQuay Air Cooled Condensing Unit Split Chiller**

(1) McQuay Evaporator Barrel

(1) McQuay Double Wall Air Handling Unit

(4) McQuay Fan Coils Units

(1) McQuay Cabinet Unit Heaters

(2) McQuay Propeller Unit Heaters

(18) McQuay Enviro-tec VAV Reheat Boxes

(2) AAF Fin Tube Radiation Heaters

(2) Fulton / Model #PHW200 Hot Water Boilers

*Edwards*

ELECTRICAL &amp; MECHANICAL, INC.

December 3, 1996

Elwood Public Library  
1600 Main Street  
Elwood, IN 46036

Attn: Mr. Harold Etchison

Subject: *Preventative Maintenance Agreement*

Dear Harold,

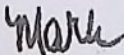
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If you should have any questions, please do not hesitate to call. Thank you again for your time and consideration.

Respectfully,



Mark Heirbrandt  
Sales Engineer

INDIANA-HEADQUARTERS  
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(317) 543-3450 • FAX (317) 543-3476

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IRLINGTON, KENTUCKY 40118  
(606) 282-9484 • FAX (606) 282-9532

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COLUMBUS, OHIO 43224  
(614) 529-7600 • FAX (614) 529-7805