

Librarian's Report

January 10, 2017

Staff Report

Cindy will be talking about the Tail Waggin' Tutors program we have at the library. This program allows children to read to a trained therapy dog. Children respond more positively to the dog while reading out loud because the dog is a non-judgmental listener. I have witnessed children who struggle to read spark a desire to read in less than a month's time just because they get to read to a dog. It is a wonderful program.

Year-End Housekeeping

The December 2017 register of claims will have many more items than normal on it. Danielle included all the invoices that we had to pay through December 31st. This allows us to spend as much of our 2017 budget as possible and reduce the number of encumbrances we will need to make.

The board needs to approve the encumbering of 2017 funds to cover all outstanding orders. We will be carrying over funds into the 2018 operating budget and increasing the designated appropriation lines. This is covered with resolution 18-01.

Resolution 18-02 is the reconciliation of operating accounts. As usual, we have overspent in a few accounts and have extra money in others, but our carryover is adequate. This resolution will allow Danielle to move money from one line to another within the same major category to cover all expenditures, eliminating all negative line item balances in our final 2017 year-end financial report.

We had enough carry-over money to transfer the full \$80,000 budgeted for LIRF. We have only a difference of around 24,000 less in our beginning operating balance than we did last year. We are beginning 2018 with 44.4% of our budget in the bank, which gives us a healthy cash flow.

Even though these are routine financial board actions, I pulled these resolutions out of the consent agenda. Following the passage of these resolutions, Danielle will make the transfers and adjustments and provide you with a final year-end report at the February meeting. I will also begin working on the library's annual report for the state.

Building Updates

Now that the holidays are over, we are going to start the second phase of replacing drywall damaged by leaks. This replacement is the smaller foyer ceiling that was under the drain that

leaked. We are hoping there is no mold. Service Master's will encase the area in plastic with walkways on either side just in case.

Tremco came out and inspected the roof above the storyhour room and found something promising. It would appear that when the second addition was added on, the builders did not remove the gutters to caulk the seam between the new part of the building and the old. So, we have had an exposed crack, behind our gutter, between the two sections of the building for over 10 years. I'm really hopeful that this is the cause of the storyhour room leak. Once temperatures allow, Tremco will strip the old sealant and reseal the entire crack up the wall, behind the gutters and on the roof sections. After we have a good rain, we'll see if that fixes the problem and then we can address the wall damage in the room.

Staff News

The staff enjoyed the board's cheese tray for several days and I heard many compliments. It was so thoughtful. Thank you!

We are again hosting Susan Dailey's Caldecott Workshop on Friday, February 2nd.

Board of Finance Meeting

The Board of Finance will meet following the regular meeting. Robin is president and Nancy is secretary. Please review our investment and credit card policies. We will review these policies as part of the finance meeting rather than the regular meeting.

The investment spreadsheet will be updated when completed. We currently have 300,000 invested. This money is at First Merchants (formerly IAB). The investment will become available to reinvest if we choose at the end of March, so the decision to reinvest will be decided at the April board meeting.

I also attached the tax receipt calculations for 2017. This is a spreadsheet that Danielle keeps listing the amounts we expect to receive from tax distributions, what we do receive, and the total year-end balance for both the operating and debt service funds. We received more in Operating Fund than expected but less in B&I. We still have sufficient funds in B&I for our next payment.