ATTACHMENTS

Minutes
Mead Public Library
Finance Committee Meeting
Thursday, April 23, 2015
2:30 p.m.

The meeting of the Mead Public Library (MPL) Finance Committee was held on Thursday, April 23, 2015 in the Library Board Room. Present Committee Members: Dirk Zylman presiding: Henry Nelson, Dolcye Johnson, Maeve Quinn, and Darryl Carlson. Staff members present: Garrett Erickson and Debbie DeAmico. Others: Jim Amodeo, City of Sheboygan Chief Administrative Officer.

Call to Order. Zylman called the meeting to order at 2:30 p.m. Zylman determined there was a quorum present.

Approval of the March 19, 2015 Committee minutes. Carlson **moved** to approve the Finance Committee minutes for the March 19, 2015 meeting; Johnson **seconded**. The motion **passed**.

Review and possible action on payment of current expenditures, including payroll. Nelson **moved** to accept payment of current expenditures, including payroll and reoccurring expenditures, Quinn **seconded** the motion. The motion **carried.**

Special Revenues including Grants, Gifts and Donations. Zylman informed the committee that there were donations received by Ivy League Garden, Gregory & Lynnette Rakun, Friends of Mead Public Library, Martha Wortche and the Lakeshore Garden Club. A **motion** was made by Carlson to accept the restricted and non-restricted gifts and donations that were received in April 2015. Johnson **seconded** the motion. The motion **carried.**

Review of Metrics. DeAmico pointed out that MPL was at (8.72%) under budget on the current metrics. Part of the reason for the under budget is due to the two week payroll withholding and the payroll accrual does not reflect the 2015 wage increases. Also with the Administrative Specialist position becoming vacant at the end of 2014, the entire salary for that position was budgeted in the 2015 budget. Zylman mentioned this is a tool to help keep on track the personnel expense being as the staff wages and benefits is roughly 70% of the total 2015 budget.

850 Funds – Quarterly Portfolio Overview. Zylman pointed out that the funds had a gain of $8,244 between the December 31, 2014 – 4th Quarter reviews to the March 31, 2015 – 1st Quarter review. The balance of the funds in 500 Bank Insured Deposit will be transferred into other funds in June of 2015. The funds are increasing at a higher rate than when they were invested by the City of Sheboygan investment pool.

2015 Budget Status report to date. Zylman noted the budget as of the April 2015 Finance Committee meeting looks to be where it should be for that time frame. DeAmico explained the high percentages on a few of the accounts is the re-occurring PO's encumbrance which represents the higher % of spent vs. budget. Johnson questioned what the banking fees are for? DeAmico will check with the City Finance Department for an explanation for that expense and will respond to Johnson.

City of Sheboygan/MPL Agreement of sick/vacation payouts. Zylman asked Erickson to lead the discussion the City of Sheboygan/MPL agreement of sick/vacation payouts. Erickson explained the background behind the original agreement as well as how the figures were arrived at in the Termination Agreement (which would rescind the original agreement). In the proposed termination agreement, the

library would receive $119,546.89 from the City of Sheboygan to be placed in the library reserve fund. In return, the library would take over the payment of separation benefits to current library employees. DeAmico stated that there are many different payout options that have to be considered when the employee terminates their employment and is eligible for this benefit. DeAmico stated the total payout could be as little as $86,000, or as high as $186,000. Zylman stated from a financial side it makes sense to accept this offer and have the funds transferred back into the MPL reserves.

Quinn **moved** to recommend to the Board of Trustees to assume the Board's liability and obligation for the payment of library employee separation expenses, and to accept the balance of $119,546 from the City of Sheboygan to be transferred to the libraries reserve account. Johnson **seconded;** the motion **carried**.

2016 Budget Preliminary Discussion. Zylman told the committee it is a bit early to have a preliminary budget for the April 2015 Finance Committee meeting. Zylman directed the questions to DeAmico in regards to the 2015 budget preliminary figures. Staff wages were discussed and agreed to present the budget with a starting point of 2% merit and incentive figure. Amodeo stated the City of Sheboygan is using the pay increase range of 1.25% bottom end to 1.50% top end with a .50 incentive for employee's who exceed their job performance. DeAmico stated the City's Fiscal Planning Committee has not met and Sheboygan County has not announced their rate for reimbursement as of date. After short discussion it was decided that DeAmico and Erickson will have a preliminary budget ready for discussion at the May Finance Committee meeting.

Future Finance Committee agenda items
Discuss and plan the reserve fund target for the end of fiscal year
Donor solicitation to pay for capital improvements and building upgrades/repairs
MPL wage scale vs. City of Sheboygan wage scale
Capital Improvement Projects (CIP)

Confirm Committee Report to Mead Public Library Board of Trustees. Zylman confirmed the committee report to MPL Board of Trustees.

Next meeting: May 28, 2015 @ 2:15 pm.

Adjourn: Carlson **moved** to adjourn the Finance Committee meeting; Quinn **seconded** the motion. The motion **passed.** Zylman concluded the Finance Committee meeting at 3:25 p.m.

Re-occurring Expenses - May 2015

Vendor	Name	Rem	Document	Invoice	PO	Contract	Invoice Amt	Voucher	Status	10
900376	MARTENS TRILLING TRU	1	2010048777	C723336			6.16	62669	APPROVED	
900118	SHEBOYGAN WATER UTIL	1	2010048712	2/17/2015 -4/02/2015			457.66	62602	APPROVED	
900104	ALLIANT ENERGY	0	2010048829	470255U04292015			6,517.96	62722	APPROVED	
900009	AT&T	1	2010048711	920Z83020004-052015			136.71	62601	APPROVED	
20008	SPECIAL OPERATIONS D	0	2010048761	9540	250103		595.00	62653	APPROVED	
19450	SHERWIN-WILLIAMS CO.	1	2010048760	3843-1			58.99	62652	APPROVED	
3252	CHARTER COMMUNICAT	1	2010048668	4/23/2015			272.99	62555	APPROVED	
2311	PRENTICE, MELISSA S.	0	2010048838	WAPL CONFERENCE 5/6/			187.40	62731	APPROVED	
1597	ENVIRO-CLEAN, INC.	0	2010048688	2568	250211		4,972.00	62578	APPROVED	
454	PIGGLY WIGGLY	1	2010048710	PWM-057278			60.44	62600	APPROVED	

** END OF REPORT - Generated by NANCY BUSS **

Mead Public Library May 2015 Accounts Payables				
Vendor	**Name**	**Invoice**	**PO**	**Invoice Amt**
900002	BAKER & TAYLOR, INC.	M70571030		22.88
900002	BAKER & TAYLOR, INC.	M70981470		356.09
900002	BAKER & TAYLOR, INC.	M70882980		117.20
900002	BAKER & TAYLOR, INC.	5013608712		143.59
900002	BAKER & TAYLOR, INC.	M71177150	250368	680.24
900002	BAKER & TAYLOR, INC.	M71177160		40.29
900002	BAKER & TAYLOR, INC.	M71341740		33.79
900002	BAKER & TAYLOR, INC.	M71758570		273.28
900002	BAKER & TAYLOR, INC.	M71758580		46.75
900002	BAKER & TAYLOR, INC.	3020257960		215.97
900002	BAKER & TAYLOR, INC.	M72758010		16.53
900002	BAKER & TAYLOR, INC.	M72863570		167.08
900002	BAKER & TAYLOR, INC.	2030603313	250563	3,550.41
900002	BAKER & TAYLOR, INC.	M72863180		342.29
900002	BAKER & TAYLOR, INC.	M72226850		45.27
900002	BAKER & TAYLOR, INC.	M72270350		53.95
900002	BAKER & TAYLOR, INC.	2030629422		183.56
900002	BAKER & TAYLOR, INC.	M72366460		17.99
900002	BAKER & TAYLOR, INC.	M71812500		10.75
900002	BAKER & TAYLOR, INC.	5013628693		19.95
900002	BAKER & TAYLOR, INC.	M70354560		130.07
900002	BAKER & TAYLOR, INC.	M70354550		140.85
900002	BAKER & TAYLOR, INC.	3020257961		119.05
900002	BAKER & TAYLOR, INC.	2030577567		113.72
900002	BAKER & TAYLOR, INC.	M72226840	250563	502.23
900002	BAKER & TAYLOR, INC.	2030577476	250563	1,480.14
900002	BAKER & TAYLOR, INC.	2030629423	250563	927.29
900002	BAKER & TAYLOR, INC.	INV #2030653989	PENDING	934.34
900002	BAKER & TAYLOR, INC.	INV #203060333	PENDING	2,232.38
389	BERNAN	5381296-PK11395646		42.00
900125	BOOKPAGE	S19789		480.00
6400	C.A. FLIPSE SONS CO.	71561		277.68
6400	C.A. FLIPSE SONS CO.	17848		5.83
3213	CDW-G	VC65763		83.82
3213	CDW-G	VM28930		39.45
900036	COMPUTYPE INC	591489		205.10
900189	COUNCIL OF STATE GOV	79386		58.50
1403	DAVID SEEBACH'S	WONDERS OF MAGIC	250519	525.00
900081	DEMCO, INC.	5579773	250509	1,223.56
900081	DEMCO, INC.	5552317	250508	988.97
2650	DOWNING, ELI	248249		15.95
900235	EASTERN SHORES LIBRA	04/2015/733	250518	10,782.95
2641	ELKHART LAKE PUBLIC	34276000444220		55.99
203	FRANK L. WEYENBERG	33346002482808		28.95
900201	GE MONEY BANK/AMAZON	5112015		223.65
900201	GE MONEY BANK/AMAZON	111-2813285-114639		13.98
900201	GE MONEY BANK/AMAZON	111-3720985-3061860		19.50
900201	GE MONEY BANK/AMAZON	111-8169547-8901001		41.68
900201	GE MONEY BANK/AMAZON	109-8399087-0447440		103.99
900201	GE MONEY BANK/AMAZON	109-4654857-3409046		53.97
900201	GE MONEY BANK/AMAZON	104-1534290-8696241		99.00
2655	GREEN, NORMAN	245995		16.55

Mead Public Library May 2015 Accounts Payables				
Vendor	**Name**	**Invoice**	**PO**	**Invoice Amt**
2513	HEARTLAND BUSINESS	197328-H		159.00
900196	HOBBY LOBBY CREATIVE	0277001041130514154		12.98
2659	HUTCHINSON MEMORIAL	735721		25.00
200	JAN WAY COMPANY USA	117764		539.88
900164	JOHNSON CONTROLS INC	1-16709933470	250564	1,493.50
2657	JSM BEAD COOP	BOOKMARK KITS		70.00
900359	KIM DALHAIMER	582015		159.85
2668	MACKAY, SARAH J.	0000247447		17.95
2658	MANITOWOC PUBLIC	735723		26.00
2661	MARATHON COUNTY PUB	735722		6.99
900376	MARTENS TRILLING TRU	B609926		2.69
900376	MARTENS TRILLING TRU	B611107		8.09
900181	MENARDS	71198		7.97
900181	MENARDS	71751		12.80
900181	MENARDS	71689		12.25
900181	MENARDS	73785		8.29
231	MIDWEST TAPE	92779956	250364	595.15
231	MIDWEST TAPE	92805285		132.12
231	MIDWEST TAPE	1440		70.37
231	MIDWEST TAPE	92850194		104.97
231	MIDWEST TAPE	92859093		79.98
231	MIDWEST TAPE	92839679		13.59
231	MIDWEST TAPE	INV #92836315		54.98
231	MIDWEST TAPE	92828506		31.99
900046	OSHKOSH OFFICE	029689		325.42
900075	PEASE	CELEBRATING BOOKS	250521	800.00
900214	QUALITY BOOKS INC	185745		219.80
391	SAGE PUBLICATIONS	138139KI		366.44
2644	SCHULTZ, JOY M.	23750000175342		28.00
2602	SHEBOYGAN FALLS MEM	34282000107130		30.00
1451	SHEBOYGAN MAIL HOUSE	1146		57.80
1451	SHEBOYGAN MAIL HOUSE	1159		71.94
2364	SHRED-IT MILWAUKEE	8015309636		140.16
2364	SHRED-IT MILWAUKEE	9405841633		214.17
491	STAPLES ADVANTAGE	8034177585		252.01
491	STAPLES ADVANTAGE	8034288510		156.58
22667	STATE BAR OF WISCONS	533677		62.91
2653	STOCK, JUDY K.	SUMMER READING	250520	450.00
900260	UNIQUE MANAGEMENT	306536		322.20
233	UPSTART	5588113	250488	685.43
2654	W.J. NIEDERKORN LIB	5311752		25.00
900103	WAL-MART COMMUNITY	512000257279		18.44
900103	WAL-MART COMMUNITY	512000513064		8.86
900103	WAL-MART COMMUNITY	512000255344-05211		319.56
900103	WAL-MART COMMUNITY	REF #514000879714		20.00
900103	WAL-MART COMMUNITY	513500859032		7.68
900103	WAL-MART COMMUNITY	513500860942		53.76
2647	WHITE, MEGHAN MAREE	232923		15.93
900044	WI PUBLIC SERVICE CO	4/20/2015-5/19/2015	250104	728.94
2669	WILLIAMSON, DANIKA	0000209896		15.00

Mead Public Library May 2015 Accounts Payables				
Vendor	**Name**	**Invoice**	**PO**	**Invoice Amt**
22686	WOLFS CYCLING AND FI	GIFT CERT-2015		250.00
20437	SUN GRAPHICS	COOL PICKS & KIDS SUMMER READING PROGRAM	PENDING	1,680.00
900237	STEEN MACEK PAPER	PRINT SHOP PAPER ORDER	PENDING	613.64
22444	WI DEPT OF ADMIN	TEACH SERVICES 1/1/2015 - 6/30/2015	PENDING	1,500.00

Description
Materials Purchases
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Materials Purchase
Materials Purchase
Janitorial Supplies - Can liners
Summer Reading Program supplies
IT Supplies
IT Supplies
Technical Services supplies
Materials Purchase
Programming expense
Technical Services supplies
Technical Services supplies
Patron refund for materials returned
WISCAT License - Wide Area Network
Lost item refund
Patron refund for materials returned
Summer Reading Program supplies
Summer Reading Program supplies
Summer Reading Program supplies
Summer Reading Program supplies
Summer Reading Program supplies
Summer Reading Program supplies
Summer Reading Program supplies
Patron refund for materials returned

Description
Data Center Services - IT
Summer Reading Program supplies
Lost item refund
Friends - Mini Clips with Magnets - paid for by the Friends of MPL
HVAC system maintenance contract (3 months)
Programming expense
Conference expense reimbursement
Patron refund for materials returned
Lost item refund
Lost item refund
Janitorial Supplies
Janitorial Supplies
Janitorial Supplies
Janitorial Supplies
Janitorial Supplies
Janitorial Supplies
Materials Purchases
Materials Purchases
Materials Purchases
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Materials Purchases
Materials Purchases
Materials Purchases
Printing expense
Materials Purchase
Material Purchase
Material Purchase
Patron refund for materials returned
Lost item refund
Mailing expense
Mailing expense
Janitorial expense
Janitorial expense
Office expense
Office expense
Materials Purchase
Materials Purchase
Collection Agency
Materials Purchase
Lost item refund
Summer Reading Program supplies
Summer Reading Program supplies
Summer Reading Program supplies
Summer Reading Program supplies
Summer Reading Program supplies
Summer Reading Program supplies
Patron refund for materials returned
Gas utility expense
Patron refund for materials returned

Description
Summer Reading Program supplies
Printing expense
Print shop paper supplies
Technology for Education Achievement Services

Donations -Gifts-Grants for Beginning May 2				
Date Received	Donor	Restricted Gift	Unrestricted Gift	Amount Given
4/24/2015	Mike & Ginny Mikkelson	X		$50.00
4/24/2015	Sheboygan County Area Retired Teachers Association	X		$300.00
4/28/2015	Friends of MPL	X		$500.00
4/29/2015	Friends of MPL	X		$169.58
4/30/2015	Friends of MPL	X		$64.95
5/6/2015	Kohler Foundation Inc.	X		$2,500.00
5/21/2015	Mark Zehfus	X		$50.00

015
Restricted Use Description
Wiscosnin/Sheboygan History, Flowers, Old Movie DVDS
SCARTA Members Deceased - Adult Non-Fiction Books
Acuity Run Bag Clips
MPLC Movie License
Monarch Pricing Labels
Summer Program Expansion
Korean War-USMC & Beer Brewig Books - In Memory of John T. "Jack" Lewis

Through May 2015 payroll
Personnel Costs Metric
Two Week Withholding

Pay Date	11.5
# of Pay Dates in Year	26
Percentage of Pay Dates	44.23%

Expense Category	Appropriation	Spent	Percent of Spent
Full & Part Time Wages	1,607,956.00	556,142.84	34.59%

Full & Part Time Wages	34.59%
Payroll Percentage of Pay Dates	44.23%
Percentage for April 2015	**-9.64%**

Month	% Difference	Memo's
February 2015	-1.98%	Through payroll #3 2/27/2015 Wages covered through 1/18/2015 - 02/28/2015
March 2015	-9.82%	Through payroll #7 3/31/2015 Wages covered through 1/18/2015 - 03/31/2015 Does not include wage increases
April 2015	-8.72%	Through payroll #10 4/30/2015 Wages covered through 1/18/2015 - 4/30/2015 includes payroll #9 Accrual
May 2015	9.64%	Through Payroll #11 5/22/2015 Wages covered through 5/9/2015 includes payroll #10 Accrual
June 2015		
July 2015		
August 2015		
September 2015		
October 2015		
November 2015		
December 2015		

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Administrative Services 25551100

May 2015 *Account Balances as of: February 22, 2022 3:37 PM*

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		267,394.00	84,041.29	183,352.71	31.43
	SUB TOTAL		**267,394.00**	**84,041.29**	**183,352.71**	**31.43**
510310	FICA		17,509.00	4,990.54	12,518.46	28.50
510311	MEDICARE		4,095.00	1,167.11	2,927.89	28.50
510320	WI RETIREMENT FUND		19,768.00	5,627.02	14,140.98	28.47
510340	HEALTH INSURANCE	0.00	53,333.00	15,887.52	37,445.48	29.79
510341	RETIREE HEALTH INS		10,673.00	1,927.44	8,745.56	18.06
510350	DENTAL INSURANCE		3,424.00	738.80	2,685.20	21.58
510351	UNFUNDED PENSION LIABILITY		29,650.00	9,883.32	19,766.68	33.33
510360	LIFE INSURANCE		1,200.00	203.88	996.12	16.99
510400	WORKERS COMP		132.00	44.00	88.00	33.33
510410	UNEMPLOYMENT		5,000.00	2,346.42	2,653.58	46.93
	SUB TOTAL	**0.00**	**144,784.00**	**42,816.05**	**101,967.95**	**29.57**
		2015 Enc.				
521100	BANKING FEES		1,000.00	402.61	597.39	40.26
521110	FINANCIAL SERVICE FEES	0.00	1,800.00		1,800.00	0.00
521400	ADVERTISING & MARKETING	0.00	10,000.00	1,800.00	8,200.00	18.00
521420	DUPLICATION SERVICES	0.00	6,100.00	1,473.39	4,626.61	24.15
521510	BILLING FEES	0.00	5,200.00	105.00	5,095.00	2.02
521800-10094	PROGRAM SERVICES			646.57	-646.57	
521900	CONTRACT SERVICES	0.00	8,650.00	1,148.74	7,501.26	13.28
523110	OFFICE EQUIPMENT MAINT.	0.00	4,900.00		4,900.00	0.00
	SUB TOTAL	**0.00**	**37,650.00**	**5,576.31**	**32,073.69**	**14.81**
527100	STAFF PARKING - CAR ALLOWANCE		15,000.00	9,703.85	5,296.15	
527110	TRAVEL	0.00	1,800.00	436.05	1,363.95	24.23
	SUB TOTAL	**0.00**	**16,800.00**	**10,139.90**	**6,660.10**	**60.36**
530100	OFF SUPPLIES	0.00	8,600.00	1,803.88	6,796.12	20.98
530115	COMPUTER PAPER	0.00	6,650.00		6,650.00	0.00
530130	POSTAGE & DELIVERY	2,078.00	7,800.00	4,036.09	1,685.91	78.39
530135	SHIPPING	0.00	170.00		170.00	0.00
530205	DISPLAYS	0.00	140.00		140.00	0.00
	SUB TOTAL	**2,078.00**	**23,360.00**	**5,839.97**	**15,442.03**	**33.90**
		2015 Enc.				
538001	DONATION PURCHASES	20,000.00	36,000.00	11,112.51	4,887.49	86.42
538001-10096	DONATION PURCHASES	2,460.43		1,267.87	-1,267.87	
538001-10097	DONATION PURCHASES	595.00		925.00	-925.00	
538007	PROFESSIONAL		160.00		160.00	0.00
538009	BOOK RENTALS	0.00	6,200.00		6,200.00	0.00
538099	SHIPPING		0.00		0.00	
539999	MISC EXP (LATE FEES)		100.00	60.44	39.56	60.44
	SUB TOTAL	**23,055.43**	**42,460.00**	**13,365.82**	**6,038.75**	**85.78**
540215	GEN PUB OFFICIAL		8,800.00		8,800.00	0.00
	SUB TOTAL		**8,800.00**	**0.00**	**8,800.00**	**0.00**
590255	PARKING ASSESSMENT		3,000.00	1,353.89	1,646.11	45.13
642100-10094	OFFICE EQUIPMENT				0.00	
642200-10094	IT EQUIPMENTPROGRAMMING	0.00		1,205.39	-1,205.39	
642400-10094	AUDIO VISUAL EQUIPMENT			286.93	-286.93	
642500-10094	OFFICE FURNITURE/FURNISHINGS	6,870.00		620.11	-620.11	
649100-10094	OTHER EQUIPMENT	0.00			0.00	
	SUB TOTAL	**6,870.00**	**3,000.00**	**3,466.32**	**-7,336.32**	
		2015 Enc **32,003.43**				
810101	**FUND EQUITY**	**0.00**	**0.00**	**0.00**	**0.00**	
810111	**SALARY & FRINGE TRUST RESERV**	**0.00**	**0.00**	**0.00**	**0.00**	
ADMINISTRATIVE COST CENTER TOTAL		**32,003.43**	**544,248.00**	**165,245.66**	**346,998.91**	**36.24**

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Public Services 25551110

Account Balances as of: *February 22, 2022*

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		742,573.00	273,943.28	468,629.72	36.89
	SUB TOTAL		**742,573.00**	**273,943.28**	**468,629.72**	**36.89**
510310	FICA	0.00	46,040.00	16,459.25	29,580.75	35.75
510311	MEDICARE		10,767.00	3,849.30	6,917.70	35.75
510320	WI RETIREMENT FUND	0.00	51,980.00	17,315.15	34,664.85	33.31
510340	HEALTH INSURANCE		149,540.00	41,734.95	107,805.05	27.91
510350	DENTAL INSURANCE		12,828.00	3,455.05	9,372.95	26.93
510360	LIFE INSURANCE		1,731.00	390.32	1,340.68	22.55
510400	WORKERS COMP		350.00	116.68	233.32	33.34
	SUB TOTAL	**0.00**	**273,236.00**	**83,320.70**	**189,915.30**	**30.49**
523110	OFFICE EQUIPMENT MAINT.	0.00	4,400.00		4,400.00	0.00
530135	SHIPPING	0.00	874.00	0.00	874.00	0.00
530205	DISPLAYS	0.00	1,100.00		1,100.00	0.00
	SUB TOTAL	**0.00**	**6,374.00**	**0.00**	**6,374.00**	**0.00**
		2015 Enc.				
538001	ADULT PRINT	14,428.60	273,980.00	59,430.12	200,121.28	21.69
538001-10087	SHEBOYGAN READS	0.00	0.00		0.00	
538003-10095	YOUNG PEOPLE'S BOOKS	0.00	70,750.00	20,497.77	50,252.23	28.97
538004	JUVENILE PRINT	0.00	0.00		0.00	
	SUB TOTAL	**14,428.60**	**344,730.00**	**79,927.89**	**250,373.51**	**23.19**
538301	PERD'LS & MICROFILM	504.04	18,100.00	6,381.69	11,214.27	35.26
	SUB TOTAL		**18,100.00**	**6,381.69**	**11,214.27**	**35.26**
	2015 Enc	14,932.64				
538000	TOTAL MATRL'S ACCTS		**362,830.00**	**86,309.58**	**261,587.78**	**23.79**
PUBLIC SERVICE COST CENTER TOTAL		**14,932.64**	**1,385,013.00**	**443,573.56**	**926,506.80**	**33.10**

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT - Support Services 25551150

Account Balances as of: *February 22, 2022*

ACCT	DESCRIPTION	Y APPROP	APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		438,565.00	147,310.93	291,254.07	33.59
510130	TEMP SALARIES - REG		159,424.00	50,847.34	108,576.66	31.89
510140	INTERDEPARTMENT LABOR - REG				0.00	
	SUB TOTAL		**597,989.00**	**198,158.27**	**399,830.73**	**33.14**
510310	FICA	0.00	37,076.00	11,602.66	25,473.34	31.29
510311	MEDICARE		8,671.00	2,713.89	5,957.11	31.30
510320	WI RETIREMENT FUND	0.00	35,138.00	11,400.55	23,737.45	32.45
510340	HEALTH INSURANCE		93,765.00	27,575.31	66,189.69	29.41
510350	DENTAL INSURANCE		5,160.00	2,054.35	3,105.65	39.81
510360	LIFE INSURANCE		2,001.00	392.04	1,608.96	19.59
510400	WORKERS COMP		278.00	92.68	185.32	33.34
	SUB TOTAL	**0.00**	**182,089.00**	**55,831.48**	**126,257.52**	**30.66**
521700	SECURITY SERVICES (FIRE ALARM-SECURITY GUARDS)	121.89	16,400.00	8,699.11	7,579.00	53.04
521800	PROGRAM SERVICES		33,000.00	518.17	32,481.83	1.57
	SUB TOTAL	**121.89**	**49,400.00**	**9,217.28**	**40,060.83**	**18.66**
521900	CONTRACTED SVCS	2015 Enc. 9,944.00	65,715.00	34,846.03	20,924.97	53.03
	SUB TOTAL	**9,944.00**	**65,715.00**	**34,846.03**	**20,924.97**	**53.03**
522130	HEAVY EQUIPT MAINT (JOHNSON CI	1,493.50	6,000.00		4,506.50	24.89
523110	OFFICE EQUIPMENT MAINTENANCE	0.00	3,400.00	344.03	3,055.97	10.12
524110	BUILDING EXTERIOR MAINT	0.00	19,600.00	3,747.82	15,852.18	19.12
524124	HVAC MAINT & BOILER INS	0.00	2,500.00	319.49	2,180.51	12.78
524126	ELEVATOR MAINTENANCE	0.00	9,200.00	698.80	8,501.20	7.60
	SUB TOTAL	**1,493.50**	**40,700.00**	**5,110.14**	**34,096.36**	**16.23**
524130	CUSTODIAL SUPPLIES (LIGHT BULBS	0.00	3,100.00	113.94	2,986.06	3.68
524135	JANITORIAL SUPPLIES	0.00	7,100.00	2,355.55	4,744.45	33.18
	SUB TOTAL	**0.00**	**10,200.00**	**2,469.49**	**7,730.51**	**24.21**
525100	ELECTRICITY	13,588.98	94,000.00	25,791.21	54,619.81	41.89
525105	WATER	0.00	1,400.00	494.58	905.42	35.33
525110	SEWER	0.00	1,450.00	420.84	1,029.16	29.02
525120	TELEPHONE	69.95	9,000.00	1,655.57	7,274.48	19.17
525140	GAS - UTILITY	1,567.29	26,000.00	10,432.71	14,000.00	46.15
	SUB TOTAL	**15,226.22**	**131,850.00**	**38,794.91**	**77,828.87**	**40.97**
530100	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	
530135	SHIPPING	0.00	1,100.00	166.19	933.81	15.11
530200	PROG SUPP (CAT & CIRC SUPPLIES)	2,212.53	28,500.00	7,333.96	18,953.51	33.50
530210	OPPERATING SUPPLIES (MENDING)	0.00	1,500.00	797.60	702.40	53.17
	SUB TOTAL	**2,212.53**	**31,100.00**	**8,297.75**	**20,589.72**	**33.80**
530255	TOOLS & SMALL EQUIPMENT	0.00	150.00	20.82	129.18	13.88
	SUB TOTAL	**0.00**	**150.00**	**20.82**	**129.18**	**13.88**
530500	FIRE FIGHTING SUPPLIES	0.00	300.00	135.05	164.95	45.02
540200	INSURANCE (FIRE)	0.00	7,500.00	3,521.35	3,978.65	46.95
	SUB TOTAL	**0.00**	**7,800.00**	**3,656.40**	**4,143.60**	**46.88**
641600	Mechanical Equipment	-28,580.00	0.00	28,580.00	0.00	
642200	IT EQUIPMENT	4,325.00	19,500.00	3,406.21	11,768.79	39.65
	SUB TOTAL		**19,500.00**		**11,768.79**	
SUPPORT SERVICES COST CENTER TOTAL		**4,743.14**	**1,136,493.00**	**388,388.78**	**743,361.08**	**34.59**
LIBRARY TOTAL		**51,679.21**	**3,065,754.00**	**997,208.00**	**2,016,866.79**	**32.53**

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT Version7

GENERAL OPERATIONS 255 FUND

Summary of Expenditures and Revenues

Account Balances as of: *February 22, 2022*

APPROPRIATIONS AND EXPENDITURES BY COST CENTER

CC	DESCRIPTION	ENCMB 15	APPROP 15	SPENT 15	BALANCE 15	% SPENT
25551100	ADMINISTRATION	32,003.43	544,248.00	165,245.66	346,998.91	36.24
25551110	PUBLIC SERVICES	14,932.64	1,385,013.00	443,573.56	926,506.80	33.10
25551150	SUPPORT SERVICES	4,743.14	1,136,493.00	388,388.78	743,361.08	34.59
	FUND EQUITY INCREASE					
	Total All Cost Centers	**51,679.21**	**3,065,754.00**	**997,208.00**	**2,016,866.79**	**32.53**

REVENUES APPROPRIATIONS AND RECEIPTS

ACCT	DESCRIPTION	APPROP 15	RECEIVED 15	BALANCE 15	% REC
411100	REAL ESTATE TAXES	2,305,741.00	2,305,741.00	0.00	100.00
431709	ESLS SHEBOYGAN COUNTY	533,093.00	538,888.00	5,795.00	101.09
431710	ESLS OZAUKEE COUNTY	9,230.00	9,230.00	0.00	100.00
431711	ESLS BACK UP REF	52,854.00		-52,854.00	0.00
431712	ADJ COUNTY RMBRSMNT	42,285.00	42,288.30	3.30	100.01
431722	ESLS LSTA GRANT	4,000.00		-4,000.00	0.00
447606	PHOTOCOPIES	9,000.00	4,936.15	-4,063.85	54.85
447626	DISCARDED BOOK SALES	900.00	2,354.65	1,454.65	261.63
	LATE BOOK CHARGES	58,000.00	17,652.06	-40,347.94	30.43
447641	LOST BOOKS	5,500.00	360.28	-5,139.72	6.55
447699	MISCELLANEOUS	500.00	46.40	-453.60	9.28
449901	VENDING COMMISSIONS	650.00	357.00	-293.00	54.92
461101	INTEREST	0.00		0.00	
462105	BOOK RENTALS	8,000.00	406.30	-7,593.70	5.08
467101	CONTRIBUTIONS	36,001.00	33,716.07	-2,284.93	93.65
469501	CASH OVER/SHORT	0.00	-345.04	-345.04	
469101	SALE OF EQUIPMENT	0.00		0.00	
468116	E-RATE DISCOUNT	0.00		0.00	
469950	PRIOR YEAR ADJUST	0.00		0.00	
492101	INTER TRANSFER-GENERAL FUND	0.00		0.00	
810101	FUND EQUITY	0.00		0.00	
	Total Revenues	**3,065,754.00**	**2,955,631.17**	**-110,122.83**	**96.41**
Memo Entry	**Chiller II Project -To show reserve revenue to offset the Chiller II Project Expenses. (Reserve withdrawl will not show up on MPL Y-T-D Budget**				
	2015 TOTAL YTD BUDGET REPORT				
	YTD Actual less Encombrance		**1,958,423.17**	**1,906,743.96**	

MEAD PUBLIC LIBRARY BALANCE OF 2015 COMBINED ACCOUNTS

Account Balances as of: *February 22, 2022*

	DESCRIPTION		APPROP 15	SPENT 15	BALANCE 15	% SPENT
510110	FULL TIME SALARIES - REG		1,448,532.00	505,295.50	943,236.50	34.88
510130	TEMP SALARIES - REG		159,424.00	50,847.34	108,576.66	31.89
510140	INTERDEPARTMENT LABOR - REG		0.00	0.00	0.00	
510170	SEVERANCE PAY		0.00	0.00	0.00	
510310	FICA		100,625.00	33,052.45	67,572.55	32.85
510311	MEDICARE		23,533.00	7,730.30	15,802.70	32.85
510320	WI RETIREMENT FUND		106,886.00	34,342.72	72,543.28	32.13
510340	HEALTH INSURANCE		296,638.00	85,197.78	211,440.22	28.72
510341	RETIREE HEALTH INS		10,673.00	1,927.44	8,745.56	18.06
510350	DENTAL INSURANCE		21,412.00	6,248.20	15,163.80	29.18
510351	UNFUNDED PENSION LIABILITY		29,650.00	9,883.32	19,766.68	33.33
510360	LIFE INSURANCE		4,932.00	986.24	3,945.76	20.00
510400	WORKERS COMP		760.00	253.36	506.64	33.34
510410	UNEMPLOYMENT		5,000.00	2,346.42	2,653.58	
521100	BANKING FEES		1,000.00	402.61	597.39	40.26
521110	FINANCIAL SERVICES FEES		1,800.00	0.00	1,800.00	0.00
521400	ADVERTISING & MARKETING		10,000.00	1,800.00	8,200.00	18.00
521420	DUPLICATING SERVICES		6,100.00	1,473.39	4,626.61	24.15
521510	BILLING SERVICES		5,200.00	105.00	5,095.00	2.02
521700	SECURITY SERVICES		16,400.00	8,699.11	4,438.89	53.04
521800	PROGRAM SERVICES		33,000.00	518.17	32,481.83	1.57
521800-10094	PROGRAM SERVICES		0.00	646.57	-646.57	
521900	CONTRACT SVCS		74,365.00	35,994.77	38,370.23	48.40
522130	HEAVY EQUIPT MAINT (JOHNSON CNTRLS)		6,000.00	0.00	6,000.00	0.00
523110	OFFICE EQUIPMENT MAINTENANCE		12,700.00	344.03	12,355.97	2.71
524110	BUILDING EXT MAINT		19,600.00	3,747.82	15,852.18	19.12
524124	HVAC MAINT + BOILER INS		2,500.00	319.49	2,180.51	12.78
524126	ELEVATOR MAINTENANCE		9,200.00	698.80	8,501.20	7.60
524130	CUSTODIAL SUPPLIES (LIGHT BULBS)		3,100.00	113.94	2,986.06	3.68
524135	JANITORIAL SUPPLIES		7,100.00	2,355.55	4,744.45	33.18
525100	ELECTRICITY		94,000.00	25,791.21	68,208.79	27.44
525105	WATER		1,400.00	494.58	905.42	35.33
525110	SEWER		1,450.00	420.84	1,029.16	29.02
525120	TELEPHONE		9,000.00	1,655.57	7,344.43	18.40
525140	GAS - UTILITY		26,000.00	10,432.71	15,567.29	40.13
527100	STAFF PARKING - CAR ALLOWANCE		15,000.00	9,703.85	5,296.15	64.69
527110	TRAVEL		1,800.00	436.05	1,363.95	24.23
530100	OFFICE SUPPLIES	0.00	8,600.00	1,803.88	6,796.12	20.98
530115	COMPUTER PAPER	0.00	6,650.00		6,650.00	0.00
530130	POSTAGE & DELIVERY		7,800.00	4,036.09	3,763.91	51.74
530135	SHIPPING		2,144.00	166.19	1,977.81	7.75
530200	PROG SUPP (CAT & CIRC SUPPLIES)		28,500.00	7,333.96	21,166.04	25.73
530205	DISPLAYS		1,240.00	0.00	1,240.00	0.00
530210	OPPERATING SUPPLIES (MENDING)		1,500.00	797.60	702.40	53.17
530255	TOOLS & SMALL EQUIPMENT		150.00	20.82	129.18	13.88
530500	FIRE FIGHTING SUPPLIES		300.00	135.05	164.95	45.02
538001	ADULT PRINT		273,980.00	59,430.12	200,121.28	21.69
538001	DONATION PURCHASES		36,000.00	11,112.51	4,887.49	30.87
538003-10095	YOUNG PEOPLE'S BOOKS		70,750.00	20,497.77	50,252.23	28.97
538001-10096	DONATION PURCHASES		0.00	1,267.87	-1,267.87	
538001-10097	DONATION PURCHASES		0.00	925.00	-925.00	
538004	JUVENILE PRINT		0.00	0.00	0.00	
538007	PROFESSIONAL		160.00	0.00	160.00	0.00
538009	BOOK RENTALS		6,200.00	0.00	6,200.00	0.00
538099	SHIPPING		0.00	0.00	0.00	
538100	ADULT DIGITAL (E-CONTENT)		0.00	0.00	0.00	
538106	JUVENILE DIGITAL		0.00	0.00	0.00	
538301	PERD'LS & MICROFILM		18,100.00	6,381.69	11,718.31	35.26
539999	MISC EXP (LATE FEES)		100.00	60.44	39.56	60.44
540200	INSURANCE (FIRE)		7,500.00	3,521.35	3,978.65	46.95
540215	GEN Pub Official		8,800.00	0.00	8,800.00	0.00
590255	PARKING ASSESSMENT		3,000.00	1,353.89	1,646.11	45.13
621200	10089 BUILDING IMPROVEMENTS		0.00	0.00	0.00	

641600	MECHANICAL EQUIPMENT	-28580.00	0.00	28580.00	0.00	0.00
642100-10094	OFFICE EQUIPMENT		0.00	0.00	0.00	
642200	IT EQUIPMENT		19,500.00	3,406.21	16,093.79	17.47
642200-10094	PROGRAMMING		-	1,205.39	-1,205.39	
642400-10094	AUDIO VISUAL EQUIPMENT		-	286.93	-286.93	
642500-10094	OFFICE FURNITURE/FURNISHINGS		0.00	620.11	-620.11	
649100-10094	OTHER EQUIPMENT		0.00	0.00	0.00	
949999	FUND EQUITY INCREASE		0.00	0.00	0.00	
810101	FUND EQUITY	0.00	0.00	0.00	0.00	
810111	SALARY & FRINGE TRUST RESERVE	0.00	0.00	0.00	0.00	
		2015 Enc.			0.00	
		51,679.21	**3,065,754.00**	**997,208.00**	**2,016,866.79**	**32.53**

MEAD PUBLIC LIBRARY - 2015 FINANCIAL REPORT

EVERHARD/FORRER 85051100 FUND

Summary of Expenditures and Revenues

Account Balances as of: *February 22, 2022*

85051100 APPROPRIATIONS AND EXPENDITURES

ACCT	DESCRIPTION		APPROP 15	SPENT 15	BALANCE 15	% SPENT
521800	PROGRAM Services	0.00	20,000.00	255.14	19,744.86	1.28
521900	Contracted Services	0.00	0.00		0.00	
526130	Training & Education	0.00	5,000.00	527.00	4,473.00	10.54
538100	E-Content		17,500.00		17,500.00	0.00
590100	Contributions		0.00		0.00	
811255	Interfund Exp - Mead Library		20,000.00		20,000.00	0.00
	Carry overs		0.00	0.00	0.00	
	14 Enc.	**0.00**				
	Total Expenditures		**62,500.00**	**782.14**	**61,717.86**	**0.01**

REVENUES APPROPRIATIONS AND RECEIPTS

ACCT	DESCRIPTION	2015 Enc.	APPROP 15	RECEIVED 15	BALANCE 15	% REC
104000	INVESTMENTS	0.00	0.00		0.00	
447622	BOOK BAG SALES	0.00	0.00		0.00	
461101	LOCAL FUNDS INTEREST	0.00	0.00		0.00	
461141	INTEREST ON NOTES		0.00		0.00	
467101	DONATIONS	0.00	62,500.00	779.08	61,720.92	1.25
Memo Entry	City Transfer of MPL Invested Funds				0.00	
	Total Revenues	**0.00**	**62,500.00**	**779.08**	**61,720.92**	**1.25**
	Total Everhard/Forrer 85051100 Funds		**62,500.00**	**3.06**	**-3.06**	**0.00**

Mead Public Library - 2016 Draft Budget				Title Change		Inactivate Acc
New Category or Account Number for 2016						
		2013	2013	2014	2014	2015
		REVISED	ACTUAL	APPROVED	ACTUAL	APPROVED
ACCT/PROJECT #	DESCRIPTION	BUDGET		BUDGET		BUDGET
	255 MEAD PUBLIC LIBRARY					
	25551100 - MEAD LIBRARY FUND					
411100	REAL ESTATE TAXES	2,377,053.00	2,377,053.00	2,305,741.00	2,305,741.00	2,305,741.00
431709	ESLS - SHEBOYGAN COUNTY	566,424.00	566,424.00	521,615.00	521,615.00	533,093.00
431710	ESLS - OZAUKEE COUNTY	10,374.00	10,374.00	8,838.00	8,838.00	9,230.00
431711	ESLS - BACKUP REFERENCE	50,297.00	51,152.00	51,152.00	52,073.00	52,854.00
431712	ESLS - ADJACENT COUNTIES	45,313.00	45,314.00	46,525.00	46,598.18	42,285.00
431722	ESLS - LSTA GRANT PROGRAM		965.00	16,500.00	5,387.00	4,000.00
441116	JURY & WITNESS FEES		206.00	0.00		0.00
447606	PHOTOCOPIES	9,000.00	9,022.00	9,000.00	11,649.36	9,000.00
447626	DISCARDED BOOK SALES	4,663.00	6,087.00	0.00	6,065.79	900.00
447636	LATE BOOK CHARGES	75,000.00	57,313.00	75,000.00	51,306.97	58,000.00
447641	LOST BOOK PENALTIES	8,200.00	5,521.00	8,200.00	1,964.27	5,500.00
447699	MISCELLANEOUS REVENUE	500.00	545.00	500.00	281.82	500.00
449901	VENDING MACHINE COMMISSION	750.00	616.00	750.00	616.39	650.00
462105	BOOK RENTALS	8,000.00	7,232.00	8,000.00	6,299.15	8,000.00
467101	CONTRIBUTIONS	81,266.00	90,737.00	26,555.00	47,627.38	36,001.00
467101-10094	CONTRIBUTIONS - MEAD PL FOUNDATION	-	0.00	77,250.00	50,250.00	0.00
469501	CASH OVER/SHORT	-	0.00	0.00	(1.00)	0.00
	25551100 - LIBRARY - ADMINISTRATION	**3,236,840.00**	**3,228,561.00**	**3,155,626.00**	**3,116,312.31**	**3,065,754.00**
492850	INTERFUND-EVERHARD/FORRER	-	12,500.00	0.00	0.00	0.00
499999	FUND EQUITY APPLIED	29,687.00	29,687.00	0.00	0.00	0.00
	25599990 - CUSTOMER CLEARING	29,687.00	42,187.00	0.00	0.00	0.00
	TOTAL MEAD LIBRARY REVENUE	**3,266,527.00**	**3,270,748.00**	**3,155,626.00**	**3,116,312.31**	**3,065,754.00**
	25551100 - LIBRARY - ADMINISTRATION					
510110	FULL TIME WAGES - REGULAR	404,575.00	450,505.00	268,035.00	299,915.58	267,394.00
510310	FICA	25,084.00	28,706.00	16,620.00	15,155.00	17,508.59
510311	MEDICARE	5,866.00	3,106.00	3,890.00	3,544.30	4,094.75
510320	WI RETIREMENT FUND	27,110.00	25,590.00	18,765.00	19,173.17	19,767.76
510340	HEALTH INSURANCE	79,315.00	69,652.00	72,155.00	50,681.46	53,332.56
510341	RETIREE HEALTH INSURANCE		57,352.00	32,520.00	32,515.09	10,673.36
510350	DENTAL INSURANCE	4,405.00	4,105.00	4,910.00	3,232.01	3,423.96
510351	UNFUNDED PENSION LIABILITY	29,650.00	29,650.00	29,650.00	29,649.96	29,650.00
510360	LIFE INSURANCE	2,880.00	1,319.00	1,170.00	591.10	1,200.00
510400	WORKERS COMPENSATION	185.00	185.00	125.00	125.04	132.00
510410	UNEMPLOYMENT COMPENSATION				18,746.00	5,000.00
	OTHER EMPLOYEE BENEFITS - PROFESSIONAL DEVELOPMENT					
521100	BANKING FEES	2,000.00	870.00	2,000.00	1,121.05	1,000.00
521110	FINANCIAL SERVICES FEES	1,750.00	1,750.00	1,750.00	1,750.00	1,800.00
521400	ADVERTISING & MARKETING		21,934.00	0.00		10,000.00
521420	DUPLICATION SERVICES	5,500.00	5,840.00	6,500.00	6,134.99	6,100.00
521510	BILLING SERVICES	6,500.00	4,967.00	6,500.00	4,859.85	5,200.00

Mead Public Library - 2016 Draft Budget				Title Change		Inactivate Acc
New Category or Account Number for 2016						
		2013	2013	2014	2014	2015
		REVISED	ACTUAL	APPROVED	ACTUAL	APPROVED
ACCT/PROJECT #	DESCRIPTION	BUDGET		BUDGET		BUDGET
521800-10094	PROGRAM SERVICES - MEAD PL FOUNDATION			11,000.00	10,009.84	
521900	CONTRACTED SERVICES	66,570.00	59,887.00	76,570.00	68,101.24	8,650.00
523110	OFFICE EQUIPMENT MAINTENANCE	6,000.00	4,693.00	5,000.00	3,019.41	4,900.00
527100	CAR ALLOWANCE - EMPLOYEE PARKING FEES					15,000.00
527110	TRAVEL	2,000.00	1,657.00	2,172.00	1,824.17	1,800.00
530100	OFFICE SUPPLIES	2,000.00	1,193.00	2,000.00	1,683.31	8,600.00
530115	PAPER	600.00	467.00	600.00	516.03	6,650.00
530130	POSTAGE & DELIVERY	12,000.00	7,538.00	12,000.00	5,503.76	7,800.00
530135	SHIPPING & HANDLING	200.00	130.00	200.00	10.58	170.00
530205	DISPLAYS	150.00	129.00	150.00	0.00	140.00
538001	DONATED PURCHASES	35,492.00	47,848.00	7,500.00	33,420.14	36,000.00
538007	PROFESSIONAL BOOKS	150.00	148.00	150.00	0.00	160.00
538009	BOOK RENTALS	4,125.00	5,950.00	4,125.00	4,179.84	6,200.00
538099	SHIPPING & HANDLING	30.00	0.00	30.00	0.00	0.00
539999	MISCELLANEOUS EXP	100.00	0.00	100.00	72.95	100.00
540215	INSURANCE GEN. PUB. OFFICIALS & AUTO	8,500.00	8,463.00	8,500.00	5,720.04	8,800.00
590255	SPECIAL ASSESSMENTS	4,459.00	2,891.00	4,459.00	2,655.78	3,000.00
642100-10094	OFFICE EQUIPT MAINTENANCE - MEAD PL FND			7,000.00	7,000.00	
642200-10094	IT EQUIPT - MEAD PL FOUNDATION			16,000.00	14,794.61	
642400-10094	AUDIO VISUAL EQUIPT - MEAD PL FOUNDATION			9,450.00	9,163.07	
642500-10094	OFFICE FURNITURE - MEAD PL FOUNDATION			18,800.00	10,679.89	
649100-10094	OTHER EQUIPT - MEAD PL FOUNDATION			15,000.00	0.00	
	25551100-LIBRARY-ADMINISTRATION-TOTAL	**737,196.00**	**846,525.00**	**665,396.00**	**665,549.26**	**544,246.98**
	25551110 - LIBRARY - PUBLIC SERVICES					
510110	FULL -PART TIME WAGES - REGULAR	515,570.00	513,678.00	747,180.00	755,672.15	742,573.08
510310	FICA	36,629.00	38,117.00	47,755.00	42,204.35	46,039.53
510311	MEDICARE	8,571.00	3,999.00	11,170.00	9,870.32	10,767.31
510320	WI RETIREMENT FUND	38,455.00	34,208.00	53,915.00	46,853.77	51,980.12
510340	HEALTH INSURANCE	89,500.00	76,258.00	165,090.00	109,662.14	149,540.08
510350	DENTAL INSURANCE	5,690.00	4,888.00	10,145.00	7,941.06	12,828.00
510360	LIFE INSURANCE	2,515.00	1,091.00	3,515.00	1,166.59	1,731.38
510400	WORKERS COMPENSATION	260.00	260.00	345.00	345.00	350.00
	OTHER EMPLOYEE BENEFITS -PROFESSIONAL DEVELOPMENT					
523110	OFFICE EQUIPMENT MAINTENANCE	4,000.00	4,171.00	5,500.00	3,748.05	4,400.00
530100	OFFICE SUPPLIES	6,000.00	5,973.00	4,500.00	1,926.66	0.00
530115	PAPER	2,250.00	1,952.00	2,250.00	1,389.55	0.00
530135	SHIPPING & HANDLING	360.00	2,111.00	360.00	193.95	874.00
521800	PROGRAMMING SUPPLIES (PROGRAMS)					
530205	DISPLAYS	1,200.00	1,056.00	1,200.00	1,162.69	1,100.00
538001	DONATED PURCHASES					
538002	MATERIALS - ALL CATAGORIES	276,355.00	297,462.00	282,605.00	273,204.37	273,983.78
538003	YOUTH & CHILDRENS MATERIALS	83,700.00	66,629.00	86,300.00	74,962.80	70,750.00
538099	SHIPPING & HANDLING	2,000.00		0.00	0.00	0.00
538100	OTHER CONTENT					
538301	PERIODICALS/MICROFILM/HQ SUBSCRIPTION	18,000.00	17,958.00	18,100.00	5,749.80	18,100.00
538399	SHIPPING & HANDLING	450.00	0.00	0.00	0.00	0.00

Mead Public Library - 2016 Draft Budget				Title Change		Inactivate Acc
New Category or Account Number for 2016						
		2013	2013	2014	2014	2015
		REVISED	ACTUAL	APPROVED	ACTUAL	APPROVED
ACCT/PROJECT #	DESCRIPTION	BUDGET		BUDGET		BUDGET
	25551110 - LIBRARY PUBLIC SERVICES-TOTAL	**1,091,505.00**	**1,069,811.00**	**1,439,930.00**	**1,336,053.25**	**1,385,017.28**
	25551150 - LIBRARY - SUPPORT SERVICES					
510110	FULL - PART TIME WAGES - REGULAR	688,929.00	671,947.00	402,865.00	435,456.96	438,563.71
510130	TEMPORARY SALARIES - REGULAR	191,045.00	192,424.00	153,315.00	154,984.45	159,424.25
510140	INTERDEPARTMENT LABOR	-	0.00	0.00	77.01	0.00
510310	FICA	49,895.00	52,964.00	33,060.00	34,301.45	37,075.25
510311	MEDICARE	11,670.00	5,418.00	7,735.00	8,024.50	8,670.83
510320	WI RETIREMENT FUND	49,820.00	48,734.00	33,600.00	32,724.13	35,138.44
510340	HEALTH INSURANCE	115,790.00	128,840.00	84,830.00	95,979.30	93,764.28
510350	DENTAL INSURANCE	6,130.00	6,467.00	5,840.00	5,350.45	5,159.64
510360	LIFE INSURANCE	2,455.00	1,444.00	2,135.00	1,178.12	2,000.00
510400	WORKERS COMPENSATION	365.00	365.00	240.00	240.00	278.34
521700	SECURITY SERVICES	1,500.00	1,314.00	1,300.00	908.00	16,400.00
521800	PROGRAM SERVICES	-	0.00	0.00	0.00	33,000.00
521900	CONTRACTED SERVICES	13,200.00	13,003.00	79,650.00	82,424.76	65,715.00
522110	VEHICLE MAINTENANCE	120.00	15.00	120.00	0.00	0.00
522130	HEAVY EQUIPMENT MAINTENANCE	5,900.00	5,800.00	5,900.00	5,800.00	6,000.00
523110	OFFICE EQUIPMENT MAINTENANCE	3,300.00	5,981.00	3,300.00	5,004.32	3,400.00
524110	BUILDING MAINTENANCE	20,169.00	18,864.00	15,000.00	12,530.52	19,600.00
524124	HEATING & VENTILATION MAINTENANCE	5,000.00	2,317.00	5,000.00	3,447.65	2,500.00
524126	ELEVATOR MAINTENANCE & REPAIR	9,500.00	8,802.00	8,500.00	11,160.52	9,200.00
524130	JANITORIAL SUPPLIES	3,000.00	2,924.00	3,000.00	2,971.70	3,100.00
524135	JANITORIAL SERVICES	6,500.00	6,514.00	4,500.00	3,893.12	7,100.00
525100	ELECTRIC	108,000.00	90,056.00	94,000.00	89,430.90	94,000.00
525105	WATER	1,200.00	1,307.00	1,200.00	1,233.95	1,400.00
525110	SEWER	1,400.00	1,299.00	1,400.00	1,196.18	1,450.00
525120	TELEPHONE	9,500.00	5,657.00	8,500.00	5,833.88	9,000.00
525140	GAS - UTILITY	33,620.00	23,329.00	25,000.00	28,759.28	26,000.00
530100	OFFICE SUPPLIES	2,000.00	2,237.00	2,000.00	3,070.21	0.00
530115	PAPER	4,100.00	3,990.00	4,100.00	1,566.23	0.00
530135	SHIPPING & HANDLING	1,860.00	1,056.00	1,860.00	562.71	1,100.00
530200	PROCESSING SUPPLIES	29,600.00	28,922.00	28,500.00	28,649.89	28,500.00
530210	MENDING SUPPLIES	2,000.00	3,249.00	1,500.00	1,225.93	1,500.00
530255	TOOLS & SMALL EQUIPMENT	150.00	150.00	150.00	141.41	150.00
530500	FIRE FIGHTING SUPPLIES & SMALL	865.00	218.00	600.00	303.35	300.00
538401	BINDINGS	100.00	0.00	100.00	0.00	0.00
540200	INSURANCE	7,500.00	6,836.00	7,500.00	8,396.95	7,500.00
641600	MECHANICAL EQUIPT - CHILLER PHASE II	-	0.00	155,815.00	82,175.00	
642200	IT EQUIPMENT	58,950.00	19,070.00	24,000.00	23,905.26	19,500.00
	IT SOFTWARE	-	-	-	-	-
	25551150-LIBRARY-SUPPORT - TOTAL	**1,445,133.00**	**1,361,513.00**	**1,206,115.00**	**1,172,908.09**	**1,136,489.74**
	TOTAL MEAD LIBRARY REVENUE	(3,266,527.00)	(3,270,748.00)	(3,155,626.00)	(3,116,312.31)	(3,065,754.00)
	TOTAL MEAD LIBRARY EXPENSE	3,273,834.00	3,277,849.00	3,311,441.00	3,174,510.60	3,065,754.00
	TOTAL EST RESERVE AT EOY 2015					

Mead Public Library - 2016 Draft Budget				Title Change		Inactivate Acc
New Category or Account Number for 2016						
		2013	2013	2014	2014	2015
		REVISED	ACTUAL	APPROVED	ACTUAL	APPROVED
ACCT/PROJECT #	DESCRIPTION	BUDGET		BUDGET		BUDGET

ount for 2016	
2016	
REQUESTED	
BUDGET	
2,305,741.00	Based on Flat Budget per Jim Amodeo & Darryl Carlson
511,559.00	Estimates - Per Eastern Shores Library - Amy Bertell - as of 5/18/2015 no word from Sheboygan County if they will increase their percentage of funding.
8,290.00	Estimates - Per Eastern Shores Library - Amy Birtell
51,100.00	Estimates - Per Eastern Shores Library - Amy Birtell
41,896.00	Estimates - Per Eastern Shores Library - Amy Birtell
4,000.00	No grants have been applied for the 2016 fiscal year as of date
0.00	
10,000.00	
4,000.00	
50,000.00	
1,000.00	
200.00	
500.00	
0.00	Was informed that not charging for DVD Rentals beginning in 2015
40,000.00	
0.00	
0.00	
3,028,286.00	$37,467.90 decrease in income with current information.
0.00	
0.00	
0.00	
3,028,286.00	
241,506.00	Based on 2%-Note not all employee's will receive a 2% increase
14,974.00	
3,502.00	
16,423.00	Based on 6.8% 2015 rate
47,317.00	Based on 2015 High Deductible Plan with $750 Single/$1,500.00 Family HSA Deposit
4,000.00	Based on 2015 Winkle-Thomes Dropped off/Smith-Stenske . Gort not staying on MPL Insurance.
4,397.00	Based on 2015 premium increase
29,650.00	Based on historical data
666.00	
125.00	
2,000.00	Could still be some unemployment liability
2,500.00	Aurora Employee Assist - Employee Membership Dues, Background checks, etc. Previously under contracted services
1,150.00	
1,750.00	
9,400.00	Including the Sheb. Cty. Chamber membership dues int his account, MPL newsletters., etc
6,200.00	
5,000.00	Unique Management

ount for 2016	
2016	
REQUESTED	
BUDGET	
0.00	Project completed in 2014 - 2015
0.00	Transferring to expense accounts to better monitor the expenses
4,200.00	
12,500.00	Figure based on actual cost for 2015 plus no increase per Derek Muench for 2016.
2,000.00	
9,200.00	Includes the paper account
	Part of office supplies account
0.00	Transferred to Support Services - That department does most of the mailing and shipping out of materials.
0.00	Transferred to Support Services Postage & Delivery account
0.00	
2,000.00	Balance is setup in Public Service and Support Services for better tracking
0.00	Transferred to Public Services
0.00	Per Public Service Mgr. MPL is no longer charging for rental DVD's - Stopped charging for DVD rentals in 2015
0.00	
100.00	
8,500.00	
3,000.00	
0.00	Completed projects 2014 & 2015
0.00	Completed projects 2014 & 2016
0.00	Completed projects 2014 & 2017
0.00	Completed projects 2014 & 2018
0.00	Completed projects 2014 & 2019
432,060.00	
734,346.00	
45,530.00	
10,649.00	
45,428.00	
120,149.00	
11,562.00	
1,569.00	
360.00	
3,000.00	Professional Development - Professional books, memberships, webinars, workshops, travel,
3,800.00	Naviant Minolta Service Contract
0.00	Transferred in 2015 to Administration
0.00	Transferred in 2015 to Administration
0.00	Transferred to Support Services that department does most of the shipping and handling.
5,000.00	
1,100.00	
38,000.00	Books, CD's, Programs paid for by donation, prizes, materials for summer reading club, etc.
364,234.00	Adult, youth, periodicals, microfilm, electronic resources, overdrive, digital library (billed from ESLS)
0.00	
	Inactivate
61,500.00	Collection HQ, Dear Reader, Polaris, ILS, WISCAT,(from ESLS), State buying pool, Cooperative Service Fees (ESLS), Teach Technology - this was part of contracted services
0.00	
0.00	Inactivate

ount for 2016	
2016	
REQUESTED	
BUDGET	
1,446,227.00	
605,102.00	
0.00	Transferred to Full-Part Time Wages - Regular
0.00	Not used in 2015
37,517.00	
8,774.00	
33,941.00	
97,822.00	
6,243.00	
1,557.00	
274.00	
20,000.00	
0.00	In-activate for 2016 - These cost are under Processing Supplies
0.00	All of these expenses have been transferred to an expense account
0.00	Transfer to Janitorial Supplies - MPL does not have any vehicles
0.00	In-activate for 2016 - These cost are under Heavy Equipment Maintenance
3,000.00	
20,000.00	Fire Fighting Supplies & Extinguisher Supplies, Snow Removal
9,000.00	Johnson Control contract transferred from Heavy Equipment Maintenance.
8,500.00	
8,000.00	
62,500.00	Enviro-Clean and Window Washing Expense - Removed from Contracted Services, Shred IT Services
92,000.00	Based on historical and new Chiller being more efficient.
1,419.00	1.5% inflation rate increase & historical data
1,300.00	1.5% inflation rate increase & historical data
7,000.00	Based on historical - includes ESLS Telephony expense
29,000.00	Based on 1.5% inflation rate increase and historical data
0.00	Transferred to Admin in 2015
0.00	Transferred to Admin in 2015
9,000.00	Includes all Postage/Delivery/Shipping & Handling accounts for all departments
28,500.00	
1,500.00	
150.00	
0.00	Transferred to Janitorial Services
0.00	Part of Mending Supplies
8,400.00	Boiler & Machinery Insurance - Based on historical
0.00	Chiller II project completed in 2015
19,500.00	Equiptment Supplies - New IT Equipment
30,000.00	Transferred from Contracted Services, ESLS Software invoices, 3M Selfcheck software updates and support, HeartlandrRemote backup & software, Open Sense/Groovix Public Access Computer Software, City IT Cost
1,149,999.00	
(3,028,286.00)	
3,028,286.00	

ount for 2016	
2016	
REQUESTED	
BUDGET	
$ -	

Title: **Sick Leave Account** Chapter: **Personnel** Approved By: **Library Board of Trustees**	Document Type: **Policy** Document Number: **15.32** Original Effective Date: Date of Last Revision:

Sick Leave Account

1. Effective December 31, 2011the paid sick leave benefit is eliminated and a sick leave account created for each eligible employee.

2. The value of each employee's accrued sick leave hours will be calculated as of December 31, 2011, based on their base hourly wage rate. Once they have exhausted all PTO days in a given year, employees may use their sick leave account, or calculated value, for the purpose of receiving pay at times they are not able to report for work due to illness or injury.

3. Unaccrued Leave

   An employee who exhausts their PTO may be eligible to use PTO hours donated from other employees providing the employee meets the following eligibility requirements.

   a) The employee must have satisfactorily completed the orientation period, be a regular full-time or part-time employee of the Library, and have a satisfactory attendance record exclusive of valid ~~sick~~ leave or other authorized absences.

   b) Employees in need of such assistance may request that the Human Resources Committee grant permission for other employees to donate PTO to them. Eligible employees may only request assistance after exhausting all PTO available to them and must demonstrate the nature and extent of the financial hardship created by their continued inability to report to work.

3. Sick Bank upon retirement
   If the employee retires, he/she may use the remaining qualified dollar amount (based on their qualifying calculation) and apply it to their eligible post-employment retirement medicalinsurance benefit, or the employee may receive a one-time payment equal to 50% of their qualifying calculation. This payment is not eligible for WRS contributions; applicable payroll taxes will apply.

4. Scheduling PTO
   When requesting PTO, employees must schedule their absences in advance whenever possible to ensure the City's smooth operation. Vacation time is always expected to be scheduled in advance and must be approved by the employee's supervisor. Approval will depend upon the workload in the affected operational area.

5. Management Discretion
   There are times that management may need to recruit candidates with greater experience and/or skills. If necessary, modifications to this PTO schedule may be offered for recruitment purposes. Any deviations to the schedule listed above require approval of the respective Department Head and the Human Resources Manager.

6. Forfeiture of PTO will occur in the following situations

a) Voluntary Resignation - an employee who resigns in good faith (provides 80 hours/two weeks notice) shall receive payment only for the unused portion of the vacation they became eligible for on January 1st of the year of the resignation.

b) Retirement – employees are asked to provide a minimum of 2 weeks notice for retirement. During that time, the employee may be asked to train a replacement employee. Accordingly, the employee may need to be actively working during the final two weeks of employment (unused vacation cannot be used to extend the employee's retirement date.) If sufficient retirement notice is provided, the employees shall receive payment for the unused portion of vacation they became eligible for on January 1st. If the retiree took greater than their earned discretionary time, the unearned discretionary time will be taken from their final paycheck.

c) Death – In the event of death of a current employee, survivors shall receive payment for the unused portion of vacation the employee became eligible for on January 1 in the year of the employee's death.

d) Termination for Cause – employees who are terminated for cause are not entitled to payment of their unused vacation.

e) Reduction in Workforce - employees who are terminated due to a reduction of workforce are entitled to payment for the unused portion of the vacation they became eligible for on January 1st in the year in which the reduction in workforce occurred.

f) Year-End Forfeitures – all vacation and discretionary days are a use-it or lose-it benefit. However, in the rare chance an employee is not able to use all of his/her vacation, the employee's supervisor may request a carryover of a maximum of forty (40) hours. The head of each department and the Human Resources Manager must approve the carryover hours no later than December 15th. Payment in lieu of vacation is not permissible.

g) Discretionary PTO not used at time of employment termination is forfeited. In addition, it cannot be used during the two week required notice time.

Current Employee's Eligible for the City of Sheboygan "Good Attendance Health Insurance Benefit" as of 7/1/2007
Eligibility List as of January 1, 2015
Employee must retire between these ages to be eligible: EFT Earliest Retirement Age 55 - Normal Retirement Age 65

Employee	# of Unused Sick Hours as of 7/1/2007	Less 1152 Hours	Qualified Hours for Payouts		Rate per hour	Total Payout to be applied to City of Sheboygan Health/Dental Ins. Premium		Payout to Employee at 1/2 payout total if employee is not going on City of Sheboygan Health Insurance
Employee #1	2457.50	1152.00	1305.50	x	$7.50	$9,791.25	=	$4,895.63
Employee #2	1240.50	1152.00	88.50	x	$7.50	$663.75	=	$331.88

Payout based on Mead Public Library By-Laws & Policy Statements effective on Februrary 12, 2014

File

VANTAGECARE
RETIREMENT HEALTH SAVINGS (RHS) PLAN
SUMMARY OF PLAN PROVISIONS
(Amended April 1, 2008)

RHS Plan Information

Plan Name: **City of Sheboygan-Mead Public Library**

Plan Number: **801068**

Account Number: **Your ICMA-RC assigned Reference Number**

Eligible Employees

The following groups of employees are eligible to participate in our VantageCare RHS Plan:
All Full-Time & Benefit Eligible Part-Time Mead Public Library Employees, a.k.a Career-Series Employees

Participation

Your participation in the RHS plan is mandatory; you **may not** opt out of the RHS program.

To enroll, simply fill out the *VantageCare RHS Plan Employee Enrollment/Change Form* and return it to your benefits office.

Contributions

The contribution feature(s) shown below are available in our RHS Plan. All RHS contributions are made to your account on a **pre-tax** basis. No Social Security, Medicare, or income* taxes are payable on these amounts.

The following **contribution types** are available in our RHS plan:

Mandatory Employee Leave Contributions: Your Employer will make mandatory contributions of 100% of accrued sick leave upon separation or retirement.

Limits on Total Contributions: There is no plan-defined limit on your total annual contributions, other than the limits outlined above for each available contribution type.

Vesting Schedule

Your account is 100% vested at all times

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* Check with your benefits office regarding state taxes. Most states do not tax RHS contributions.

Healthcare Benefits

Timing of Eligibility: You are eligible to receive medical expense benefits **at separation or retirement from service.** The separated employee may begin withdrawals from the account upon attainment of the age necessary to meet the definition of "Retiree" in these policies. You will also become eligible for benefits if you become totally and permanently disabled. Total and permanent disability as defined by the Social Security Administration.

Permissible Medical Benefit Payments: Medical expenses eligible for reimbursement consist of Medical Insurance Premiums, Medicare Part B & D Insurance Premiums, Medicare Supplement Insurance Premiums, Prescription Drug Insurance Premiums, COBRA Insurance Premiums, Dental Insurance Premiums, Vision Insurance Premiums and Long Term Care Insurance Premiums. Amounts paid from your account to reimburse qualifying medical expenses for you, your spouse, and your dependents will be tax-free.

Reimbursement Requests: Once you are eligible for health care benefits, your Employer will notify ICMA-RC of your eligibility. You must also complete the *VantageCare RHS Plan Benefit Eligibility Form* to provide ICMA-RC your spouse and dependent information. Then you may begin requesting reimbursements by filing the *VantageCare RHS Plan Reimbursement Request Form.* Reimbursement requests are submitted directly to Meritain Health, ICMA-RC's third-party claims processor for RHS Plans. Meritain's address and telephone number are on the form. You may call Meritain directly with any claims related questions.

Post-Death Account Use: In the event of your death, your account will be transferred to your surviving and/or surviving eligible dependents for continuing tax-free healthcare benefits. If no spouse or eligible dependent survives you, the account balance will remain available to the next named beneficiary for continuing healthcare benefits. Benefits paid to non-spouse, non-dependent beneficiaries may be subject to income taxation. Upon the death of your spouse, all dependents, and all named beneficiaries, remaining assets will be reallocated on an equal dollar basis among all Plan Participants. This will remain in effect until December 31, 2008. However, depending on further clarification from the IRS on Revenue Ruling 2006-36, the treatment of survivors and beneficiaries could change to exclude non-spouse and non-dependents.

Please refer to the *VantageCare RHS Plan Employee Enrollment/Change Form* for important information on this designation.

Questions? For further information on our new VantageCare RHS Plan, please contact your benefits office or ICMA-RC's Investor Services associates at 1-800-326-7272. You can also read important information about the plan in your *VantageCare RHS Plan Employee Enrollment Kit.*

VantageCare RHS - It's a benefit for you that can last a lifetime

Title: **Severance Pay - Retirement or Death** Chapter: **Personnel** Approved By: **Library Board of Trustees**	Document Type: **Policy** Document Number: **15.41** Original Effective Date: Date of Last Revision:

Severance Pay - Retirement or Death

a) Upon the retirement or death of employees who have completed their orientation period, employees or their heirs will receive the following severance, less any amount paid out as a result of any previous terminations:

   1. Vacation: Payment at the employee's regular hourly rate for unused vacation hours and earned vacation hours prorated for all completed months of service from January of the current year.

   2. Accumulated Sick Leave: Payment for the calculated value of the employee's sick leave account as of December 31, 2011 up to a maximum of 672 hours, if that value remains available for use in the sick leave account.

b) Upon retirement, the Library shall transfer 100% of the Accumulated Sick Leave for which the retired employee is eligible to the VantageCare Retirement Health Savings Plan or successor for investment, management, and withdrawal in the manner set forth for participation in the Plan.

Title: **Severance Pay - Voluntary Termination or Layoffs** Chapter: **Personnel** Approved By: **Library Board of Trustees**	Document Type: **Policy** Document Number: **15.42** Original Effective Date: Date of Last Revision:

Severance Pay - Voluntary Termination or Layoff/Reduction in Force

Employees who have completed their orientation period may opt to receive the following severance pay, less any amount paid out as a result of any previous terminations:

1. Vacation: Payment for unused vacation hours at the employee's regular hourly rate for unused vacation hours and earned vacation hours prorated for all completed months of service from January of the current year.

2. Accumulated Sick Leave:

    a. Employees hired prior to January 1, 1977: Payment for the calculated value of the employee's sick leave as of December 31, 2011 up to a maximum of 576 hours, if that value remains available for use in the sick leave account.

    b. Employees hired between January 1, 1977 and June 30, 1988: Payment of one-half of the calculated value of the employee's sick leave as of December 31, 2011 up to a maximum of 576 hours, if that value remains available for use in the sick leave account.

    c. Employees hired after June 30, 1988 with at least five years of continuous service: Payment of one-third of the calculated value of the employee's sick leave as of December 31, 2011 up to a maximum of 384 hours, if that value remains available for use in the sick leave account.

    d. The Library shall transfer 100% of the calculated value for which the separated employee is eligible per the above schedule to the VantageCare Retirement Health Savings Plan for investment and management in the manner set forth in the Plan. The separated employee may begin withdrawals from the account upon attainment of the age necessary to meet the definition of "Retiree" in these policies.

Mead Public Library Sick Leave Accounts

Updated 4/2/2015

Sick leave frozen as of December 31, 2011

	Current Liability as of Date of Update							***Severance (Voluntary or Layoff) Eligible Amount Based on hire dates***		
EMPLOYEE	HOURS AS OF 12/31/2011	Hrs Updated 4/2/2015 SICK HOURS	Current Employees Hourly Wage	Employee Total $$ In Sick Leave Account	Maximum Hours for Payout if an Employee Retires is 672 Hours	**Maximum $$ Payout if Retire or Death**	Current Maximum hours for Severence pay for Employee Voluntary or Layoff	Pre 1/1/77	**1/1/77 to 6/30/1988**	**5 yrs Svc after 6/30 1988**
Employee #1	92.00	83.1538	$ 20.8000	$ 1,729.60	83.1538	$ 1,729.60				
Employee #2	185.50	145.5013	$ 22.2400	$ 3,235.95	145.5013	$ 3,235.95	48.5004			$ 1,078.65
Employee #3	745.50	735.4222	$ 28.8500	$ 21,216.93	672.0000	$ 19,387.20	245.1407			$ 7,072.31
Employee #4	2610.50	2602.5000	$ 31.3200	$ 81,510.30	672.0000	$ 21,047.04	576.0000	$ 18,040.32		
Employee #5	360.00	353.0099	$ 22.2400	$ 7,850.94	353.0999	$ 7,852.94	117.6700			$ 2,616.98
Employee #6	648.75	648.7500	$ 22.2400	$ 14,428.20	648.7500	$ 14,428.20	324.3750		$ 7,214.10	
Employee #7	1208.50	1206.5003	$ 17.7700	$ 21,439.51	672.0000	$ 11,941.44	576.0000		$ 10,235.52	
Employee #8	2774.50	2774.5002	$ 26.6300	$ 73,884.94	672.0000	$ 17,895.36	576.0000		$ 15,338.88	
Employee #9	323.00	225.8240	$ 23.6640	$ 5,343.90	225.8240	$ 5,343.90	75.2747			$ 1,781.30
Employee #10	161.25	161.2500	$ 31.3200	$ 5,050.35	161.2500	$ 5,050.35				
Employee #11	1428.39	1408.2115	$ 35.3600	$ 49,794.36	672.0000	$ 23,761.92	576.0000		$ 20,367.36	
Employee #12	429.00	272.8159	$ 27.9174	$ 7,616.31	272.8159	$ 7,616.31	136.4079		$ 3,808.16	
Employee #13	652.50	636.2745	$ 27.1626	$ 17,282.87	636.2745	$ 17,282.87	318.1373		$ 8,641.44	
Employee #14	246.50	242.0000	$ 22.2400	$ 5,382.08	242.0000	$ 5,382.08	121.0000		$ 2,691.04	
Employee #15	1295.25	1442.0616	$ 31.3200	$ 45,165.37	672.0000	$ 21,047.04	384.0000			$ 12,026.88
TOTAL				**$ 360,931.61**		**$ 183,002.20**		**$ 18,040.32**	**$ 68,296.49**	**$ 24,576.12**
								Up to a Maximum of 576 hrs	1/2 of hrs up to a Maximum of 576 hrs	1/3 of hrs up to a Maximum of 384 hrs

Note: The total number of sick hours available to employee is caculated from the total dollar amount owed employee divided by their current

Title: **Retiree Health Insurance Credits** Chapter: **Personnel** Approved By: **Library Board of Trustees**	Document Type: **Policy** Document Number: **15.39** Original Effective Date: Date of Last Revision:

Retiree Health Insurance Credits

The Library participates in the City's Good Attendance Program. Effective July 1, 2007, the accumulation of unused sick leave hours for the Good Attendance program shall be eliminated. However, employees with credits earned prior to that time shall retain such credits, which will be applied at a value of $7.50 per hour upon retirement.

Eligibility: Full-time employees who retire between the Wisconsin Retirement Service (WRS) early retirement age and WRS full retirement age and who attained 1,152 hours of unused sick leave as of June 30, 2007 are eligible.

The value of the credits will be applied to City medical insurance premium payments after the employee retires. Employees who choose not to continue on the City medical insurance plan after retirement or who are not eligible to do so will receive a cash payout of 50% of the calculated value of the applicable credits.