

*****ATTACHMENTS*****

**MEAD PUBLIC LIBRARY
FINANCE COMMITTEE MEETING
Thursday, October 23, 2014
2:45 PM Library Board Room**

The meeting of the Mead Public Library (MPL) Board Finance Committee was held on Thursday, October 23, 2014 in the library Board Room. Present Committee Members: Dirk Zylman, presiding; Dolcye Johnson, Maeve Quinn, Henry Nelson, and Darryl Carlson. Staff Members present: Debbie DeAmico, Diane Kallas, and Garrett Erickson.

Call to Order. Zylman called the meeting to order at 2:46 p.m. Zylman determined there was a quorum present.

Approval of the September 25, 2014 Finance Committee minutes. Johnson moved to approve the Finance Committee minutes for the September 25, 2014 meeting; Carlson 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, Carlson seconded the motion. The motion carried.

Review of Metrics. Zylman reported on the personnel metrics and reported that personnel expense should come in below budget for the 2014 fiscal year.

2014 budget status report to date. Zylman reported that as of now the MPL Y-T-D Budget is slightly under budget.

850 Funds – Quarterly Report. Zylman reported that even though the market was down this last quarter, the 850 Funds have gained \$3,373.27 since the initial \$987,764.26 balance was transferred from the City investment pool.

Staff parking topic. The idea of providing paid parking for MPL staff is being looked into as a benefit for employees. Carlson estimated the cost to provide this employee benefit would be approximately \$18,000.

Quinn said that the Human Resources Committee is looking into staff parking options as well, and they would make recommendations to the Finance Committee and the Board of Trustees. Quinn asked that the topic be tabled until the November, 2014 Finance Committee meeting when more accurate cost analysis would be available.

Cleaning service update and alternative solutions. Zylman asked Diane Kallas, support services manager, to give the committee an update on the current cleaning service at MPL. Diane stated that she and Pete Eisch, chief maintenance technician, created a checklist, and it appears things have gotten better. Diane informed the committee a meeting is being setup within the next few weeks for Erickson, DeAmico, Eisch, Kallas, Bernie Rammer, City purchasing agent, and Scott from Enviro-Clean. Quinn's main concern is that MPL staff is spending too much time supervising the cleaning service. Zylman stated that DeAmico has done some cost comparison between in-house staff vs. contracted services. Kallas stated that she thinks in-house staff would do a better job.

Carlson asked DeAmico if her analysis is just for cleaners or for staff that would also perform maintenance work. DeAmico replied that she has three scenarios with various position types, full-time vs. part-time, or a mix of full-time and part-time staff.

Zylman tabled the topic and suggested that Bernie Rammer, City of Sheboygan purchasing agent, should be invited to the next meeting to answer questions.

Future Finance Committee agenda items: Cleaning service and staff parking

Zylman confirm committee report to Mead Public Library Board

Next meeting: November 20, 2014, or as needed.

Adjourn: Nelson moved to adjourn the Finance Committee meeting, seconded by Carlson. The motion passed. Zylman concluded the Finance Committee meeting at 3:42 p.m.

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 CITY OF SHEBOYGAN - LIVE
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 P 1
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Vendor Name	Rem	Document	Invoice	PO	Contract	Invoice Amt	Voucher	Status	1099-
900241 AMERICAN LIBRARY	1	2010044668	36554595			164.00	58350	HELD	
900078 AWE	0	2010044667	MEAD14001-1			11,400.00	58349	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044126	2029910959	241043		671.30	57782	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044127	2029910823	241044		1,047.84	57784	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044272	M53935890	241049		560.82	57933	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044285	5013351413	241048		576.51	57951	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044286	M54157640			28.78	57952	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044316	M54595410			228.02	57984	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044349	3019834650			5.01	58018	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044358	3019880382			25.60	58019	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044362	3019803807			18.91	58031	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044363	2029807894			101.17	58032	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044364	2029807913			41.24	58033	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044370	M53383710			10.18	58034	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044377	M53856830			148.28	58042	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044378	M53527570			240.31	58047	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044379	2029937578			27.49	58048	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044380	2029937607			43.43	58049	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044531	2029807774	241076		793.81	58207	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044532	2029807711	241077		1,847.46	58208	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044533	2029963412	241078		1,048.60	58209	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044534	2029936590	241079		2,111.19	58210	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044535	2029937484	241080		955.80	58211	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044544	3019880316			163.17	58220	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044546	3019819394			21.21	58222	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044611	M55076250			119.45	58293	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044613	M55303270			14.39	58295	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044619	2029963344			170.70	58301	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044637	M53800440			15.11	58319	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044638	3019864841			85.22	58320	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044639	3019864840			94.44	58321	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044640	2029910887			369.26	58322	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044676	3019895261			103.18	58359	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044677	3019895259			24.74	58360	HELD	
900002 BAKER & TAYLOR, INC.	1	2010044678	2029963327			185.30	58361	HELD	
2474 BERGLAND, MARTHA S.	0	2010044292	JUL.23.2014			100.00	57957	HELD	
900207 BLICK ART MATERIALS	0	2010044088	3654601			78.52	57741	HELD	
900207 BLICK ART MATERIALS	0	2010044543	3719207			29.90	58219	HELD	
6400 C.A. FLIPSE SONS CO.	0	2010044270	70343 (10-30-14)			208.76	57930	HELD	
900036 COMPUTYPE INC	0	2010044612	584565			497.50	58294	HELD	
900081 DEMCO, INC.	1	2010044233	5445247			209.97	57891	HELD	
900081 DEMCO, INC.	1	2010044530	5450114	241081		1,361.08	58206	HELD	
900235 EASTERN SHORES LIBRA	1	2010044542	11/2014/639	241083		1,262.58	58218	HELD	
239 ELDER, KARL	0	2010044294	FALL.2014	240741		600.00	57959	HELD	
1597 ENVIRO-CLEAN, INC.	0	2010044333	2527	241060		4,972.00	58001	HELD	
2066 ERICKSON, GARRETT	0	2010044361	07NOV2014			132.16	58030	HELD	
900135 GALE	0	2010044547	53349237			21.59	58223	HELD	
2433 HAYES, PAUL G.	0	2010044293	JUL.23.2014			100.00	57958	HELD	
2513 HEARTLAND BUSINESS	1	2010044121	HBS00500740			274.56	57776	HELD	
2513 HEARTLAND BUSINESS	1	2010044675	190722-H			201.00	58358	HELD	
1251 HENKE, ANGELIKA	0	2010044128	28OCT2014	240913		600.00	57785	HELD	
1251 HENKE, ANGELIKA	0	2010044679	17.NOV.2014			100.00	58362	HELD	
8931 HOME DEPOT	1	2010044669	4924 12 61676			9.84	58351	HELD	
2516 HOPP, ALEXANDER	0	2010044120	242953			79.85	57775	HELD	



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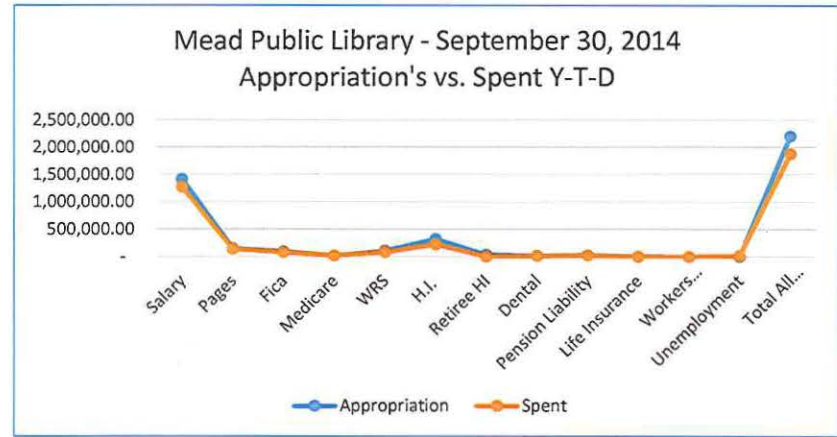
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Vendor Name	Rem	Document	Invoice	PO	Contract	Invoice Amt	Voucher	Status	1099-
2156 INTERSTATE BOOKS4SCH	0	2010044670	23293			2,866.90	58352	HELD	
2156 INTERSTATE BOOKS4SCH	0	2010044671	23344			132.50	58353	HELD	
200 JAN WAY COMPANY USA	1	2010044526	115672	241067		523.00	58201	HELD	
900164 JOHNSON CONTROLS INC	1	2010044332	1-15611889690	241065		1,450.00	58000	HELD	
900028 LASER CARTRIDGE	0	2010044592	19233; 19250			418.00	58269	HELD	
900181 MENARDS	1	2010044152	58619			31.26	57809	HELD	
900181 MENARDS	1	2010044317	58110; 58617 (CR)	241050		12.88	57985	HELD	
900181 MENARDS	1	2010044618	59631			39.84	58300	HELD	
900006 MILICIA, JOSEPH	0	2010044335	JUL.10.2014			450.00	58003	HELD	
900046 OSHKOSH OFFICE	0	2010044327	027812 1			436.06	57995	HELD	
900075 PEASE	0	2010044300	DE 10, 2014			600.00	57965	HELD	
2311 PRENTICE, MELISSA S.	0	2010044672	04.NOV-07.NOV.2014			281.40	58354	HELD	
900214 QUALITY BOOKS INC	0	2010044125	180986	241028		2,697.69	57781	HELD	
900214 QUALITY BOOKS INC	0	2010044548	181092			17.56	58224	HELD	
2364 SHRED-IT MILWAUKEE	1	2010044673	9404431126			82.60	58355	HELD	
20008 SPECIAL OPERATIONS D	0	2010044299	9427	241062		1,520.00	57964	HELD	
559 STAPLES BUSINESS ADV	1	2010044269	3246515400			215.45	57929	HELD	
559 STAPLES BUSINESS ADV	1	2010044617	3247443096			302.59	58299	HELD	
900301 STATE BAR OF WISCONS	1	2010044091	514852			141.44	57744	HELD	
900157 STEINBRUECKER, AMY	0	2010044446	10.NOV.2014			131.60	58118	HELD	
900260 UNIQUE MANAGEMENT	1	2010044329	295052	241066		528.05	57996	HELD	
21518 UNITED WAY	0	2010044593	2014-075			75.00	58271	HELD	
22445 WI DEPT OF JUSTICE	1	2010044616	G1839 (11/03/2014)			49.00	58298	HELD	

** END OF REPORT - Generated by DEBBIE DEAMICO **

November 11, 2014
 Personnel Costs Metric
 Two Week Withholding
 Pay Date 23.5
 # of Pay Dates in Year 26
 Percentage of Pay Dates 90.38%

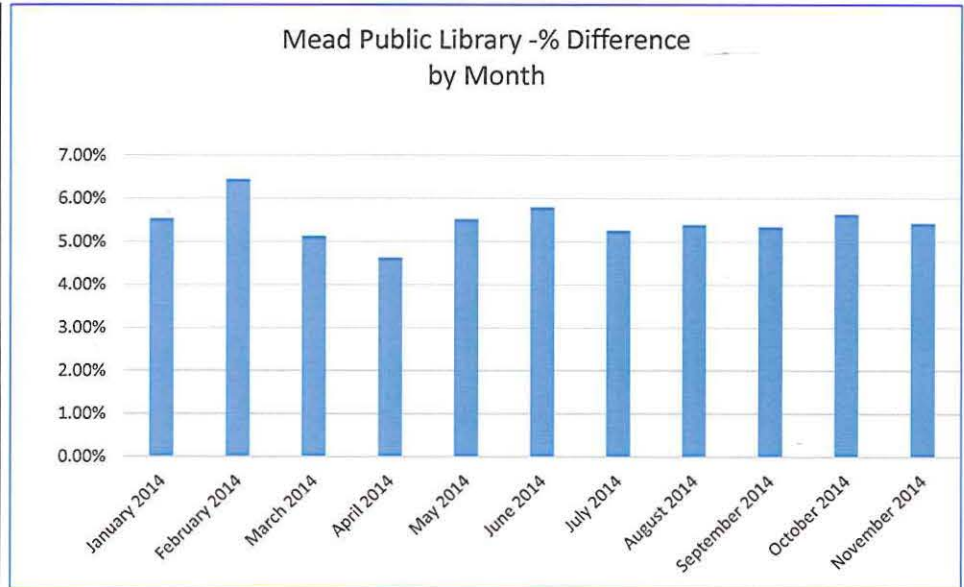
Expense Category	Appropriation	Spent	Percent of Spent
Salary	1,418,080.00	1,270,999.82	89.63%
Pages	153,315.00	138,889.35	90.59%
Fica	97,435.00	79,441.66	81.53%
Medicare	22,795.00	18,581.26	81.51%
WRS	106,280.00	83,698.03	78.75%
H.I.	322,075.00	224,823.80	69.80%
Retiree HI	32,520.00	-	0.00%
Dental	20,895.00	15,143.22	72.47%
Pension Liability	29,650.00	24,708.30	83.33%
Life Insurance	6,820.00	2,446.01	35.87%
Workers Compensation	710.00	591.70	83.34%
Unemployment	-	18,306.00	0.00%
Total All Personnel Expenses	2,210,575.00	1,877,629.15	84.94%



Payroll Percentage of Pay Dates 90.38%
 Expense Category of Pay Dates 84.94%
Percentage for September 2014 5.45%

Month	% Difference	Memo's
January 2014	5.55%	Did not include December's payroll - Includes Accruals
February 2014	6.46%	Includes Accrual
March 2014	5.14%	Incudes Accruals
April 2014	4.64%	Includes Accruals
May 2014	5.53%	Includes Accruals
June 2014	5.81%	Includes Accruals
July 2014	5.27%	Includes Accruals
August 2014	5.41%	Includes Accruals
September 2014	5.36%	Includes Accruals
October 2014	5.65%	Includes Accruals
November 2014	5.45%	Includes Accruals
December 2014		

Through 10-10-2014 payroll
 Through 11-7-2014 Payroll through 10/25/2014



MEAD PUBLIC LIBRARY - 2014 FINANCIAL REPORT - Administrative Services 25551100

Account Balances as of: November 17, 2014 3:21 PM

ACCT	DESCRIPTION	Y APPROP	APPROP 14	SPENT 14	BALANCE 14	% SPENT
510110	FULL TIME SALARIES - REG		268,035.00	239,787.44	28,247.56	89.46
	SUB TOTAL		268,035.00	239,787.44	28,247.56	89.46
510310	FICA		16,620.00	12,783.57	3,836.43	76.92
510311	MEDICARE		3,890.00	2,989.71	900.29	76.86
510320	WI RETIREMENT FUND		18,765.00	15,899.90	2,865.10	84.73
510340	HEALTH INSURANCE	0.00	72,155.00	44,198.01	27,956.99	61.25
510341	RETIREE HEALTH INS		32,520.00	0.00	32,520.00	0.00
510350	DENTAL INSURANCE		4,910.00	2,954.11	1,955.89	60.17
510351	UNFUNDED PENSION LIABILITY		29,650.00	24,708.30	4,941.70	83.33
510360	LIFE INSURANCE		1,170.00	489.16	680.84	41.81
510400	WORKERS COMP		125.00	104.20	20.80	83.36
510410	UNEMPLOYMENT		0.00	18,306.00	-18,306.00	
	SUB TOTAL	0.00	179,805.00	122,432.96	57,372.04	68.09
		2014 Enc.				
521100	BANKING FEES		2,000.00	885.35	1,114.65	44.27
521110	FINANCIAL SERVICE FEES	0.00	1,750.00	1,750.00	0.00	100.00
521400	ADVERTISING & MARKETING	0.00	0.00	0.00	0.00	
521420	DUPLICATION SERVICES	0.00	6,500.00	4,882.42	1,617.58	75.11
521510	BILLING FEES	528.05	6,500.00	3,920.10	2,051.85	68.43
521800-10094	PROGRAM SERVICES		11,000.00	5,204.51	5,795.49	47.31
521900	CONTRACT SERVICES	5,971.47	76,570.00	57,723.53	12,875.00	83.19
523110	OFFICE EQUIPMENT MAINT.	0.00	5,000.00	3,019.41	1,980.59	60.39
	SUB TOTAL	6,499.52	109,320.00	77,385.32	25,435.16	76.73
527110	TRAVEL	0.00	2,172.00	490.41	1,681.59	22.58
	SUB TOTAL	0.00	2,172.00	490.41	1,681.59	22.58
530100	OFF SUPPLIES	0.00	2,000.00	1,296.00	704.00	64.80
530115	COMPUTER PAPER	0.00	600.00	516.03	83.97	86.01
530130	POSTAGE & DELIVERY	850.00	12,000.00	4,150.87	6,999.13	41.67
530135	SHIPPING	0.00	200.00	10.58	189.42	5.29
530205	DISPLAYS	0.00	150.00	0.00	150.00	0.00
	SUB TOTAL	850.00	14,950.00	5,973.48	8,126.52	45.64
		2014 Enc.				
538001	DONATION PURCHASES	523.00	7,500.00	27,788.58	-20,811.58	377.49
538007	PROFESSIONAL		150.00	0.00	150.00	0.00
538009	BOOK RENTALS	0.00	4,125.00	1,699.64	2,425.36	41.20
538099	SHIPPING		30.00	0.00	30.00	0.00
539999	MISC EXP (LATE FEES)		100.00	25.00	75.00	25.00
	SUB TOTAL	523.00	11,905.00	29,513.22	-18,131.22	252.30
540215	GEN PUB OFFICIAL		8,500.00	5,720.04	2,779.96	67.29
	SUB TOTAL		8,500.00	5,720.04	2,779.96	67.29
590255	PARKING ASSESSMENT		4,459.00	2,655.78	1,803.22	59.56
642100-10094	OFFICE EQUIPMENT		7,000.00		7,000.00	0.00
642200-10094	IT EQUIPMENTPROGRAMMING		16,000.00	2,590.10	13,409.90	16.19
642400-10094	AUDIO VISUAL EQUIPMENT		9,450.00	8,660.00	790.00	91.64
642500-10094	OFFICE FURNITURE/FURNISHINGS		18,800.00	7,943.81	10,856.19	42.25
649100-10094	OTHER EQUIPMENT		15,000.00		15,000.00	0.00
	SUB TOTAL	0.00	70,709.00	21,849.69	48,859.31	
		2014 Enc.	7,872.52			
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		7,872.52	665,396.00	503,152.56	154,370.92	76.80

MEAD PUBLIC LIBRARY - 2014 FINANCIAL REPORT - Public Services 25551110

Account Balances as of:

November 17, 2014

ACCT	DESCRIPTION	Y APPROP	APPROP 14	SPENT 14	BALANCE 14	% SPENT
510110	FULL TIME SALARIES - REG		747,180.00	647,103.42	100,076.58	86.61
	SUB TOTAL		747,180.00	647,103.42	100,076.58	86.61
510310	FICA	0.00	47,755.00	36,772.62	10,982.38	77.00
510311	MEDICARE		11,170.00	8,600.00	2,570.00	76.99
510320	WI RETIREMENT FUND	0.00	53,915.00	38,975.91	14,939.09	72.29
510340	HEALTH INSURANCE		165,090.00	96,425.90	68,664.10	58.41
510350	DENTAL INSURANCE		10,145.00	7,276.44	2,868.56	71.72
510360	LIFE INSURANCE		3,515.00	974.75	2,540.25	27.73
510400	WORKERS COMP		345.00	287.50	57.50	83.33
	SUB TOTAL	0.00	291,935.00	189,313.12	102,621.88	64.85
523110	OFFICE EQUIPMENT MAINT.	0.00	5,500.00	3,748.05	1,751.95	68.15
530100	OFFICE SUPPLIES	0.00	4,500.00	1,543.40	2,956.60	34.30
530115	COMPUTER PAPER	0.00	2,250.00	1,414.55	835.45	62.87
530135	SHIPPING	0.00	360.00	193.95	166.05	53.88
530205	DISPLAYS	0.00	1,200.00	836.74	363.26	69.73
	SUB TOTAL	0.00	13,810.00	7,736.69	6,073.31	56.02
		2014 Enc.				
538001	ADULT PRINT	6,631.60	192,780.00	150,757.79	35,390.61	78.20
538001	10087 SHEBOYGAN READS	0.00	0.00	0.00	0.00	
538003-10095	YOUNG PEOPLE'S BOOKS	0.00	6,500.00	2,872.99	3,627.01	44.20
538004	JUVENILE PRINT	4,447.30	62,720.00	42,459.14	15,813.56	67.70
	SUB TOTAL	11,078.90	262,000.00	196,089.92	54,831.18	74.84
538100	ADULT DIGITAL (E-CONTENT)	671.30	89,825.00	68,287.73	20,865.97	76.02
538106	JUVENILE DIGITAL (RECORDINGS)	1,538.41	17,080.00	7,676.54	7,865.05	44.94
	SUB TOTAL	2,209.71	106,905.00	75,964.27	28,731.02	71.06
538301	PERD'LS & MICROFILM	3,129.00	18,100.00	2,620.80	12,350.20	14.48
	SUB TOTAL		18,100.00	2,620.80	12,350.20	14.48
		2014 Enc.	16,417.61			
538000	TOTAL MATRL'S ACCTS		387,005.00	274,674.99	95,912.40	70.97
PUBLIC SERVICE COST CENTER TOTAL		16,417.61	1,439,930.00	1,118,828.22	304,684.17	78.84

MEAD PUBLIC LIBRARY - 2014 FINANCIAL REPORT - Support Services 25551150

Account Balances as of:

November 17, 2014

ACCT	DESCRIPTION	Y APPROP	APPROP 14	SPENT 14	BALANCE 14	% SPENT
510110	FULL TIME SALARIES - REG		402,865.00	384,108.96	18,756.04	95.34
510130	TEMP SALARIES - REG		153,315.00	138,889.35	14,425.65	90.59
510140	INTERDEPARTMENT LABOR - REG			77.01	-77.01	
	SUB TOTAL		556,180.00	523,075.32	33,104.68	94.05
510310	FICA	0.00	33,060.00	29,885.47	3,174.53	90.40
510311	MEDICARE		7,735.00	6,991.55	743.45	90.39
510320	WI RETIREMENT FUND	0.00	33,600.00	28,822.22	4,777.78	85.78
510340	HEALTH INSURANCE		84,830.00	84,199.89	630.11	99.26
510350	DENTAL INSURANCE		5,840.00	4,912.67	927.33	84.12
510360	LIFE INSURANCE		2,135.00	982.10	1,152.90	46.00
510400	WORKERS COMP		240.00	200.00	40.00	83.33
	SUB TOTAL	0.00	167,440.00	155,993.90	11,446.10	93.16
521700	SECURITY SERVICES (FIRE ALARM)	0.00	1,300.00	663.50	636.50	51.04
	SUB TOTAL	0.00	1,300.00	663.50	636.50	51.04
		2014 Enc.				
521900	CONTRACTED SVCS./SECURITY	6,492.00	79,650.00	65,330.00	7,828.00	82.02
	SUB TOTAL	6,492.00	79,650.00	65,330.00	7,828.00	82.02
522110	VEH MAINT (REPAIRS)	0.00	120.00	0.00	120.00	0.00
522130	MAINT (JOHNSON CNTRLS)	1,450.00	5,900.00	5,188.04	-738.04	112.51
523110	OFFICE EQUIPMENT MAINTENANCE	0.00	3,300.00	3,166.74	133.26	95.96
524110	BUILDING EXTERIOR MAINT	12.88	15,000.00	11,534.37	3,452.75	76.98
524124	HVAC MAINT & BOILER INS	0.00	5,000.00	1,463.50	3,536.50	29.27
524126	ELEVATOR MAINTENANCE	0.00	8,500.00	11,160.52	-2,660.52	131.30
	SUB TOTAL	1,462.88	37,820.00	32,513.17	3,843.95	89.84
524130	CUSTODIAL SUPPLIES (LIGHT BULBS)	0.00	3,000.00	1,089.40	1,910.60	36.31
524135	JANITORIAL SUPPLIES	0.00	4,500.00	3,521.85	978.15	78.26
	SUB TOTAL	0.00	7,500.00	4,611.25	-2,888.75	61.48
525100	ELECTRICITY	0.00	94,000.00	77,652.11	16,347.89	82.61
525105	WATER	0.00	1,200.00	1,233.95	-33.95	102.83
525110	SEWER	0.00	1,400.00	1,196.18	203.82	85.44
525120	TELEPHONE	0.00	8,500.00	4,766.20	3,733.80	56.07
525140	GAS - UTILITY	0.00	25,000.00	23,142.83	1,857.17	92.57
	SUB TOTAL	0.00	130,100.00	107,991.27	22,108.73	83.01
530100	OFFICE SUPPLIES	0.00	2,000.00	873.06	1,126.94	43.65
530115	COMPUTER PAPER	0.00	4,100.00	1,553.47	2,546.53	37.89
530135	SHIPPING	0.00	1,860.00	458.55	1,401.45	24.65
530200	PROG SUPP (CAT & CIRC SUPPLIES)	1,361.08	28,500.00	20,447.83	6,691.09	76.52
530210	OPPERATING SUPPLIES (MENDING)	0.00	1,500.00	1,008.92	491.08	67.26
	SUB TOTAL	1,361.08	37,960.00	24,341.83	12,257.09	67.71
530255	TOOLS & SMALL EQUIPMENT	0.00	150.00	141.41	8.59	94.27
	SUB TOTAL	0.00	150.00	141.41	8.59	94.27
530500	FIRE FIGHTING SUPPLIES	0.00	600.00	303.35	296.65	50.56
540200	INSURANCE (FIRE)	0.00	7,500.00	7,003.85	496.15	93.38
	SUB TOTAL	0.00	8,100.00	7,307.20	792.80	90.21
538401	BINDING	0.00	100.00	0.00	100.00	0.00
641600	Mechanical Equipment	35,155.00	44,515.00	9,360.00	0.00	21.03
642200	IT EQUIPMENT	0.00	24,000.00	23,588.90	411.10	98.29
	SUPPORT SERVICES COST CENTER TOTAL	44,470.96	1,094,815.00	954,917.75	95,426.29	91.28
	LIBRARY TOTAL	68,761.09	3,200,141.00	2,576,898.53	554,481.38	80.52

MEAD PUBLIC LIBRARY - 2014 FINANCIAL REPORT Version7

GENERAL OPERATIONS 255 FUND

Summary of Expenditures and Revenues

Account Balances as of:

November 17, 2014

APPROPRIATIONS AND EXPENDITURES BY COST CENTER

CC	DESCRIPTION	ENCMB 14	APPROP 14	SPENT 14	BALANCE 14	% SPENT
25551100	ADMINISTRATION	7,872.52	665,396.00	503,152.56	154,370.92	76.80
25551110	PUBLIC SERVICES	16,417.61	1,439,930.00	1,118,828.22	304,684.17	78.84
25551150	SUPPORT SERVICES	44,470.96	1,094,815.00	954,917.75	95,426.29	91.28
	FUND EQUITY INCREASE					
	Total All Cost Centers	68,761.09	3,200,141.00	2,576,898.53	554,481.38	80.52

REVENUES APPROPRIATIONS AND RECEIPTS

ACCT	DESCRIPTION	APPROP 14	RECEIVED 14	BALANCE 14	% REC
411100	REAL ESTATE TAXES	2,305,741.00	2,305,741.00	0.00	100.00
431709	ESLS SHE CO	521,615.00	521,615.00	0.00	100.00
431710	ESLS OZ CO	8,838.00	8,838.00	0.00	100.00
431711	ESLS BACK UP REF	51,152.00	52,073.00	921.00	101.80
431712	ADJ COUNTY RMBRSMNT	46,525.00	46,598.18	73.18	100.16
431722	ESLS LSTA GRANT	16,500.00	5,387.00	-11,113.00	32.65
447606	PHOTOCOPIES	9,000.00	9,952.10	952.10	110.58
447626	DISCARDED BOOK SALES	0.00	5,075.73	5,075.73	100.00
447636	LATE BOOK CHARGES	75,000.00	44,681.67	-30,318.33	59.58
447641	LOST BOOKS	8,200.00	2,067.65	-6,132.35	25.22
447699	MISCELLANEOUS	500.00	162.25	-337.75	32.45
449901	VENDING COMMISSIONS	750.00	616.39	-133.61	82.19
461101	INTEREST	0.00	0.00	0.00	100.00
462105	BOOK RENTALS	8,000.00	5,591.67	-2,408.33	69.90
467101	CONTRIBUTIONS	26,555.00	41,999.56	15,444.56	158.16
467101	10082 CONTRIBUTIONS	77,250.00	50,250.00	-27,000.00	65.05
469501	CASH OVER/SHORT	0.00	-1.00	-1.00	1.00
469101	SALE OF EQUIPMENT	0.00	0.00	0.00	
468116	E-RATE DISCOUNT	0.00	0.00	0.00	
469950	PRIOR YEAR ADJUST	0.00	0.00	0.00	
492101	INTER TRANSFER-GENERAL FUND	0.00	25,991.84	-25,991.84	
810101	FUND EQUITY	0.00	0.00	0.00	
	Total Revenues	3,155,626.00	3,126,640.04	-80,969.64	99.08
	Chiller II Project -To show reserve revenue to offset the Chiller II Project Expenses. (Reserve withdrawal will not show up on MPL Y-T-D Budget Report			44,515.00	
Memo Entry	2014 TOTAL YTD BUDGET REPORT				
	YTD Actual less Encombrance		549,741.51	525,495.42	

MEAD PUBLIC LIBRARY BALANCE OF 2014 COMBINED ACCOUNTS

Account Balances as of:

17-Nov-14

3:21 PM

	DESCRIPTION	APPROP 14	SPENT 14	BALANCE 14	% SPENT
510110	FULL TIME SALARIES - REG	1,418,080.00	1,270,999.82	147,080.18	89.63
510130	TEMP SALARIES - REG	153,315.00	138,889.35	14,425.65	90.59
510140	INTERDEPARTMENT LABOR - REG	0.00	77.01	-77.01	
510170	SEVERANCE PAY	0.00	0.00	0.00	
510310	FICA	97,435.00	79,441.66	17,993.34	81.53
510311	MEDICARE	22,795.00	18,581.26	4,213.74	81.51
510320	WI RETIREMENT FUND	106,280.00	83,698.03	22,581.97	78.75
510340	HEALTH INSURANCE	322,075.00	224,823.80	97,251.20	69.80
510341	RETIREE HEALTH INS	32,520.00	0.00	32,520.00	0.00
510350	DENTAL INSURANCE	20,895.00	15,143.22	5,751.78	72.47
510351	UNFUNDED PENSION LIABILITY	29,650.00	24,708.30	4,941.70	83.33
510360	LIFE INSURANCE	6,820.00	2,446.01	4,373.99	35.87
510400	WORKERS COMP	710.00	591.70	118.30	83.34
510410	UNEMPLOYMENT	0.00	18,306.00	-18,306.00	
521100	BANKING FEES	2,000.00	885.35	1,114.65	44.27
521110	FINANCIAL SERVICES FEES	1,750.00	1,750.00	0.00	100.00
521400	ADVERTISING & MARKETING	0.00	0.00	0.00	
521420	DUPLICATING SERVICES	6,500.00	4,882.42	1,617.58	75.11
521510	BILLING SERVICES	6,500.00	3,920.10	2,579.90	60.31
521800-10094	PROGRAM SERVICES	11,000.00	5,204.51	5,795.49	47.31
521900	CONTRACT SVCS	156,220.00	123,053.53	33,166.47	78.77
522110	VEH MAINT (REPAIRS)	120.00	0.00	120.00	0.00
523110	OFFICE EQUIPMENT MAINTENANCE	13,800.00	9,934.20	3,865.80	71.99
522130	MAINT (JOHNSON CNTRLS)	5,900.00	5,188.04	711.96	87.93
524110	BUILDING EXT MAINT	15,000.00	11,534.37	3,465.63	76.90
524124	HVAC MAINT + BOILER INS	5,000.00	1,463.50	3,536.50	29.27
524126	ELEVATOR MAINTENANCE	8,500.00	11,160.52	-2,660.52	131.30
524130	CUSTODIAL SUPPLIES (LIGHT BULBS)	3,000.00	1,089.40	1,910.60	36.31
524135	JANITORIAL SUPPLIES	4,500.00	3,521.85	978.15	78.26
525100	ELECTRICITY	94,000.00	77,652.11	16,347.89	82.61
525105	WATER	1,200.00	1,233.95	-33.95	102.83
525110	SEWER	1,400.00	1,196.18	203.82	85.44
525120	TELEPHONE	8,500.00	4,766.20	3,733.80	56.07
525140	GAS - UTILITY	25,000.00	23,142.83	1,857.17	92.57
527110	TRAVEL	2,172.00	490.41	1,681.59	22.58
530100	OFFICE SUPPLIES	8,500.00	3,712.46	4,787.54	43.68
530115	COMPUTER PAPER	6,950.00	3,484.05	3,465.95	50.13
530130	POSTAGE & DELIVERY	12,000.00	4,150.87	7,849.13	34.59
530135	SHIPPING	2,420.00	663.08	1,756.92	27.40
530200	PROG SUPP (CAT & CIRC SUPPLIES)	28,500.00	20,447.83	8,052.17	71.75
530205	DISPLAYS	1,350.00	836.74	513.26	61.98
530210	OPPERATING SUPPLIES (MENDING)	1,500.00	1,008.92	491.08	67.26
530255	TOOLS & SMALL EQUIPMENT	150.00	141.41	8.59	94.27
530500	FIRE FIGHTING SUPPLIES	600.00	303.35	296.65	50.56
538001	ADULT PRINT	192,780.00	150,757.79	42,022.21	78.20
538001	DONATION PURCHASES	7,500.00	27,788.58	-20,811.58	370.51
538001	10087 SHEBOYGAN READS	0.00	0.00	0.00	
538003-10095	YOUNG PEOPLE'S BOOKS	6,500.00	2,872.99	3,627.01	44.20
538004	JUVENILE PRINT	62,720.00	42,459.14	15,813.56	67.70
538007	PROFESSIONAL	150.00	0.00	150.00	0.00
538009	BOOK RENTALS	4,125.00	1,699.64	2,425.36	41.20
538099	SHIPPING	30.00	0.00	30.00	0.00
538100	ADULT DIGITAL (E-CONTENT)	89,825.00	68,287.73	21,537.27	76.02
538106	JUVENILE DIGITAL	17,080.00	7,676.54	9,403.46	44.94
538301	PERD'LS & MICROFILM	18,100.00	2,620.80	15,479.20	14.48
538401	BINDING	100.00	0.00	100.00	0
539999	MISC EXP (LATE FEES)	100.00	25.00	75.00	25.00
540200	INSURANCE (FIRE)	7,500.00	7,003.85	496.15	93.38
540215	GEN Pub Official	8,500.00	5,720.04	2,779.96	67.29
521700	SECURITY SERVICES (FIRE ALARM)	1,300.00	663.50	636.50	51.04
590255	PARKING ASSESSMENT	4,459.00	2,655.78	1,803.22	59.56
621200	10089 BUILDING IMPROVEMENTS	0.00	0.00	0.00	
641600	MECHANICAL EQUIPMENT	35,155.00	44,515.00	9,360.00	21.03

642100-10094	OFFICE EQUIPMENT		7,000.00	0.00	7,000.00	0.00
642200	IT EQUIPMENT		24,000.00	23,588.90	411.10	98.29
642200-10094	PROGRAMMING		16,000.00	2,590.10	13,409.90	16.19
642400-10094	AUDIO VISUAL EQUIPMENT		9,450.00	8,660.00	790.00	91.64
642500-10094	OFFICE FURNITURE/FURNISHINGS		18,800.00	7,943.81	10,856.19	42.25
649100-10094	OTHER EQUIPMENT		15,000.00	0.00	15,000.00	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	
	2014 Enc.				0.00	
	68,761.09		3,200,141.00	2,576,898.53	554,481.38	80.52

MEAD PUBLIC LIBRARY - 2014 FINANCIAL REPORT

EVERHARD/FORRER 85051100 FUND

Summary of Expenditures and Revenues

Account Balances as of:

November 17, 2014

85051100 APPROPRIATIONS AND EXPENDITURES

ACCT	DESCRIPTION	2014 Enc.	APPROP 14	SPENT 14	BALANCE 14	% SPENT
521800	PROGRAM Services	1,200.00	11,000.00	8,412.24	1,387.76	76.47
521900	Contracted Services	0.00	0.00	0.00	0.00	
526130	Training & Education	0.00	3,000.00	1,625.00	1,375.00	54.17
530200	#10065 Program Supplies	0.00	0.00	0.00	0.00	
530200	10068 Vsly imprd prjt		0.00	0.00	0.00	
590100	Contributions			987,646.26	-987,646.26	
	Carry overs		0.00	0.00	0.00	
	Total Expenditures	14 Enc. 1,200.00	14,000.00	997,683.50	-984,883.50	71.18

REVENUES APPROPRIATIONS AND RECEIPTS

ACCT	DESCRIPTION	2014 Enc.	APPROP 14	RECEIVED 14	BALANCE 14	% REC
104000	INVESTMENTS	0.00	0.00	0.00	0.00	
447622	BOOK BAG SALES	0.00	0.00	14.00	-14.00	
461101	LOCAL FUNDS INTEREST	0.00	600.00	0.00	600.00	0.00
461141	INTEREST ON NOTES		6,600.00	347.74	6,252.26	
467101	DONATIONS	0.00	6,800.00	8,838.54	-2,038.54	
Memo Entry	City Transfer of MPL Invested Funds			987,646.26	-987,646.26	
	Total Revenues	0.00	14,000.00	996,846.54	-982,846.54	0.00
	Total Everhard/Forrer 85051100 Funds		14,000.00	836.96	-2,036.96	71.20

the defense or prosecution of any claim, litigation, or the settlement of any claim or cause of action. This clause and indemnification agreement shall survive termination of this Agreement.

2. MEAD PUBLIC LIBRARY.

A. The Board does hereby approve and authorize the expenditure and transfer of the reserved Library funds that have been maintained by the Board for the payment of Library employee accrued sick leave and vacation payments (liabilities) to be transferred promptly to the General Fund of the City in the amount of \$443,952 in exchange for the City's assumption of the Board's liability and obligation for the payment of the herein described employee separation expenses (liabilities) as provided by this Agreement.

B. The City has advised that the City and the Board are no longer required to maintain a reserved fund for employee accrued sick leave and vacation payments (liabilities). In the event that any action of the City or the Governmental Accounting Standards Board changes this directive and requires that a reserve fund for accrued sick leave or vacation payments be maintained by the Board then this Agreement may be terminated by the Board and the City shall promptly, upon receipt of written notice from the Board, return to the Library Fund the balance of the funds transferred by the Board to the City pursuant to this Agreement less any amounts paid by the City for Library employee sick leave and vacation liabilities as required by this Agreement.

C. For Library employees hired on or after the effective date of this Agreement, the Board will apply at the end of each calendar year during the term of this Agreement any cost savings in salaries and benefits realized from Library staffing changes related to employees eligible for sick leave and/or vacation payments made during a calendar year to the amount of sick leave and vacation payments made by the City to eligible employees terminating or separating from Library employment. If the separation for such employees occurs within the last quarter of the calendar year, the first quarter of the following year will be included in the salary and benefit savings calculation. See "Attachment A" for calculation description and example.

3. TERM.

This Agreement shall be perpetual. The transfer of employee liability and the associated Reserved Fund balance provided for herein shall be permanent, final, and absolute, unless terminated pursuant to paragraph 2.B. of this Agreement. The term of this agreement shall commence upon the approval of the Board and the City which shall be evidenced by the execution of this agreement by the duly authorized representatives of the parties. The City shall have the option to terminate this agreement in the event the Board increases the vacation and sick leave accrual payments (liabilities) applicable to its employees so that they no longer parallel those of City employees represented by AFSCME Local 1564 or other employee group(s) deemed comparable by both parties to this Agreement. At such time the Agreement shall be reviewed and amended, if appropriate.

4. MAINTENANCE OF EFFORT.

Transfer of the funds referenced in this Agreement or any other funds which may be transferred

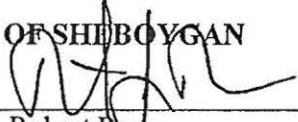
to the City's General Fund pursuant to this Agreement shall not be construed as any part of the funds payable by the City to the Library as a part of the regular and ordinary budget process, nor considered as part of the City's Maintenance of Effort expenditure.

5. INCORPORATION OF RECITALS.

The recitals set forth above are incorporated herein and made an enforceable part of this Reserved Fund Transfer Agreement.

CITY OF SHEBOYGAN

By: _____

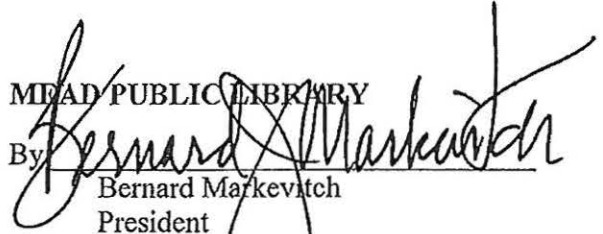

Robert Ryan
Mayor

Dated: _____

1/25/10

MEAD PUBLIC LIBRARY

By: _____


Bernard Markevitch
President

Dated: _____

28 January 2010

ATTACHMENT A

The Library will need to determine the amount of salary and benefit savings from the staff changes to determine the amount of excess liability the City will pay when an employee ends employment.

Salary and benefit savings is defined as the difference between employee A's (employee leaving) salary and benefits and employee B's (employee replacing) salary and benefits for the remaining part of the year. If the staffing change occurs in the last quarter of the year, the salary and benefit period should include the 1st quarter of the following year.

The City will pay any sick leave and vacation liability that is in excess of the salary and benefit savings as described.

The following scenarios consider the following:

Employee A: Salary = \$50,000, Family Health Insurance (\$1,500 monthly premium)

Employee B: Salary = \$42,000, Family Health Insurance (\$1,500 monthly premium)

Taxes and Other Fringes are not included in the example for simplicity.

Scenario A:

Employee A (\$50,000 salary/family coverage) is retiring from employment effective July 31, Employee B (\$42,000 salary/family coverage) is replacing Employee A and starts September 1.

Employee A has \$7,500 in vacation payout and \$3,500 in sick leave payout for a total liability of \$11,000.

- a) 1 month position vacant (\$4,166 salary savings + \$1,500 benefit savings = \$5,666)
- b) 4 months salary variance (\$667 X 4 months = \$2,668)

Total salary and benefit savings \$8,334.

Total liability (\$11,000) less salary and benefit savings \$8,334. City contribution to liability = \$2,666.

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MPL - Staff Parking Estimates

Number of Employees per Department	Full-time	Part-time
Administration Services - Day Work Schedules Full-time staff @ 40 hrs per week	5	
Public Services - Day, Evening and Week-end Work Schedules Full-time staff @ 40 hrs per week Part-time staff @ 30 hrs per week part-time staff @ 20 hrs per week	10	3 5
Support Services - Day, Evening and Week-end Work Schedules Full-time staff Pages	8	21

Location of Permitted Parking closest to the Library	# of Stalls Available	Cost per Month
Lot 3 - Location 9th & Niagra Ave. (Behind the Weill Center)	37	\$29.00
700 Block of N 9th St. (Between New York & Wisconsin Ave) (There are about 5 stalls being used by permits already)	14	\$22.00
800 Block of 9th St (City Hall and Fire Department have some of these rented)	16	\$22.00
10 Hour Meters in parking lot behind MPL		\$.30 per hour

Average monthly cost based on 21 working days per month:	Per Day Average	Total Per Year
Permitted Stall Parking	\$1.38 per day	\$348.00
Permitted Street Parking	\$1.05 per day	\$264.00
10 Hour Meter Parking - Based on 8 hours	\$2.40 per day	\$624.00