

A G E N D A

**REGULAR MEETING
VIGO COUNTY PUBLIC LIBRARY
Monday, July 18, 2022, 5:30 PM
Vigo County Public Library
One Library Square
Terre Haute, IN 47807**

1. **Call to Order and Roll Call of Members**
2. **Public Input on Action Items**
3. **Consideration of Minutes of June 20, 2022 Regular Meeting** 2
4. **Treasurer's Report**
 - A. Monthly Financial Statement 5
 - B. Claims and Payroll 6
 - C. Special Claims
 - D. Gift Fund Report 23
5. **Reports to the Library Board**
6. **Director's Report** 24
7. **Old Business**
8. **New Business**
9. **Suggestions from the Staff, Board or Public for Action or Study**
10. **Next Regular Meeting:** Monday, August 15, 2022 at 5:30 p.m., Main Library.
11. **Adjournment**

At the Regular Meeting of the Vigo County Public Library Board at the Vigo County Public Library, One Library Square at 5:30 p.m. on the 20th day of June 2022, the following persons were present:

Library Board Members Present: Terry W. Jones, President; Olivia K. Goulding, Vice President; Valentine K. Muyumba, Secretary; Christi A. Fenton; and Camille R. Wallace (arrived at 6:38 p.m.).

Library Board Members Absent: James M. Young and Stacy D. Killion.

Library Staff Present: Kristi Howe; Dennis Shepard; Amy Gibson; Bonnie McNair; Lauren Elyea; Heather Rayl; Carey LaBella; Rob Fox; and Jeanette Bouchie.

Others: Theo, Dorothy, Rosie, and Gideon LaBella, Children of Vigo County.

PUBLIC INPUT ON ACTION ITEMS

None.

CONSIDERATION OF REGULAR MEETING MINUTES

A motion to approve the minutes as written for the May 16, 2022, regular meeting, made by Muyumba, seconded by Goulding, passed.

TREASURER'S REPORT

Monthly Cash Statement

Dennis Shepard presented the Cash Statement for the period ending May 31, 2022 (copy attached to official minutes).

Claims and Payroll

Mr. Shepard presented the Month End Claims dated May 31, 2022 in the amount of \$58,746.87 (Library Operating, \$54,723.04; Gift Fund, \$4,023.83) Library Operating Claims dated June 20, 2022, in the amount of \$118,401.52 (Library Operating Fund, \$115,322.75, Gift Fund, \$1,821.44; Grants, \$1,257.33) (Copy of Cash Statement, Month End Claims, Board Claims, and Payroll Summaries attached to official minutes.)

Special Claims

Mr. Shepard presented a special claim for \$24,213.00 to SirsiDynix for the second payment for the purchase of the ILS System.

Gift Fund Report

Mr. Shepard presented the Gift Fund report dated May 31, 2022 for \$59,449.36.

Approval of Treasurer's Report

A motion to approve the Treasurer's Report, made by Fenton, seconded by Muyumba, passed.

REPORTS TO THE LIBRARY BOARD

Symphony Migration Update ~ Lauren Elyea

Technical Services Manager Lauren Elyea gave a final wrap-up of the migration to the new Integrated Library System (ILS), SirsiDynix - Symphony. Ms. Elyea explained that the ILS is the system that is used to track all library records, including customer records and item records, and all transactions such as checkouts, holds, etc. Ms. Elyea gave an overview of the steps taken to narrow down the best ILS vendor for VCPL. Once the vendors were narrowed down to three systems, testing groups and demonstrations were created for staff input. A committee was created to review the systems, consider staff and recommend an ILS to the board. Once the board awarded the contract, equipment was purchased and procedures were implemented to ensure a successful migration of data to the new system. Ms. Elyea provided examples of new features for customers and staff. She commented that Director of Technology and Special Services Heather Rayl was instrumental in the entire process as she had first-hand experience with previous ILS migrations.

DIRECTOR'S REPORT

Ms. Howe commented on her written report.

Ms. Howe pointed out that the current phase of the meeting room renovation is complete, which included upgraded technology, screens, sound system and carpet. She also noted that the previous podium that was attached to the wall has been removed and the library now has portable podiums.

Ms. Howe noted that work continues for the 12 Points location. A limited demolition has been suggested to take out flooring and open walls to reveal wiring and support structures so that final decisions can be made for a construction plan to be publicly bid. There is also a plan to have an auction for salvaged items from the 100-year-old building, such as flooring, doors, and sinks. A list of those items along with a Surplus Property Resolution will be presented to the board at a future meeting.

A motion approving the Director's Report made by Goulding, seconded by Fenton, passed. (Copy of Director's Report attached to official minutes.)

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

SUGGESTIONS FROM THE BOARD, STAFF, OR PUBLIC FOR ACTION OR STUDY

There were no suggestions.

NEXT MEETING

Regular Meeting, Monday, July 18, 2022, at 5:30 p.m. at the Main Library.

ADJOURNMENT

A motion to adjourn the meeting made by Wallace, seconded by Muyumba, passed. The meeting adjourned at 6:22 p.m.

Terry W. Jones, President

Olivia K. Goulding, Vice President

Valentine K. Muyumba, Secretary

Christi A. Fenton, Board Member

ABSENT

ABSENT

James M. Young, Board Member

Stacy D. Killion, Board Member

Camille R. Wallace, Board Member

AG 6/23/22

Vigo County Public Library

Cash Statement
 Vigo County Public Library
 June 2022

Account Title Number	Beginning MTD Balance YTD Balance	MTD Debits YTD Debits	MTD Credits YTD Credits	Ending Balance	MTD Change YTD Change
Cash Library Operating Fund 100-01-1010	3,849,334.50 6,507,346.25	3,799,249.80 4,392,363.20	627,031.86 3,878,157.01	7,021,552.44	3,172,217.94 514,206.19
Cash Gift Fund 200-00-1010	59,449.36 58,294.97	339.56 15,542.81	5,761.25 19,810.11	54,027.67	(5,421.69) (4,267.30)
Cash Rainy Day Fund 201-00-1010	1,748,249.16 1,748,249.16	0.00 0.00	0.00 0.00	1,748,249.16	0.00 0.00
Cash Grants 276-00-1010	(10,286.65) (13,163.42)	0.00 56,093.03	1,773.83 54,990.09	(12,060.48)	(1,773.83) 1,102.94
Cash Public Library Access Car 800-00-1010	0.00 0.00	0.00 130.00	0.00 130.00	0.00	0.00 0.00
Cash-Payroll Withholdings 803-00-1010	1,187.40 1,038.88	73,535.39 511,352.67	73,645.19 511,313.95	1,077.60	(109.80) 38.72

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
23458	STANLEY, KIMBERLY	100	Check	200.00	56662	LUNCH AND LEARN PROGRAM JUNETEI
23520	BP IMAGING SOLUTIONS	100	Check	2,547.00	56663	MICROFILM READERS MAINTENANCE C
*23443	LIONHEART CRITICAL POWER :	100	Check	350.00	56664	2022 SERVICE CONTRACT FOR GENERV
23516	REEL FILM PRODUCTION LLC	200	Check	1,970.00	56665	16MM FILM RESTORATION
23503	SARATOGA RESTAURANT	100	Check	175.00	56666	CASH BAR FEES FOR PIRATE PARTY EV
					Total Count:	5
					Total Amount:	5,242.00
23453	ADP INC - AUTOPAY II	100	ACH	271.44	6743	PAYROLL SERVICES
23494	ADP INC - AUTOPAY II	100	ACH	728.35	6744	PAYROLL SERVICES
23430	AMAZON.COM LLC	100	ACH	128.02	6745	CORD COVERS, GAFF TAPE, FAN MISTII
23431	AMAZON.COM LLC	100	ACH	102.56	6746	CORD COVERS, GAFF TAPE, FAN MISTII
23432	AMAZON.COM LLC	100	ACH	60.75	6747	FLAVOR BYTES KITS
23440	AMAZON.COM LLC	100	ACH	527.32	6748	MIC STANDS & 3D PLA FILAMENT
23446	AMAZON.COM LLC	100	ACH	18.98	6749	PRIDE DECORATIONS
23447	AMAZON.COM LLC	100	ACH	14.49	6750	YS CIRC KITS
23448	AMAZON.COM LLC	100	ACH	29.99	6751	CIRC PRINT MATERIAL
23449	AMAZON.COM LLC	100	ACH	40.46	6752	CIRC EQUIPMENT
23450	AMAZON.COM LLC	100	ACH	13.49	6753	DVD/VIDEO MATERIAL
23451	AMAZON.COM LLC	100	ACH	23.76	6754	DVD/VIDEO MATERIAL
23460	AMAZON.COM LLC	100	ACH	139.95	6755	VIDEO GAMES
				6		

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
23470	AMAZON.COM LLC	100	ACH	66.96	6756	CIRC PRINT MATERIAL
23471	AMAZON.COM LLC	100	ACH	289.99	6757	BATTERY POWERED MISTER FANS
23480	AMAZON.COM LLC	100	ACH	10.99	6758	YS CIRC MATERIAL
23482	AMAZON.COM LLC	100	ACH	143.90	6759	AQUATIC ADVENTURE STORYTIME SUP
23483	AMAZON.COM LLC	100	ACH	319.93	6760	DVD/VIDEO MATERIAL AND CIRC MATEI
23495	AMAZON.COM LLC	100	ACH	21.99	6761	CIRC PRINT MATERIAL
23496	AMAZON.COM LLC	100	ACH	72.03	6762	HAND SANITIZER, TISSUES, AND CLOROX
23498	AMAZON.COM LLC	100	ACH	37.53	6763	SUPPLIES- CORINNE PROGRAMS- SUMI
23499	AMAZON.COM LLC	276	ACH	516.50	6764	WORLD OF WONDERS- ONE STATE ONE
23500	AMAZON.COM LLC	100	ACH	79.90	6765	VIDEO GAMES
23501	AMAZON.COM LLC	100	ACH	208.69	6766	VIDEO GAMES
23502	AMAZON.COM LLC	100	ACH	39.99	6767	VIDEO GAMES
23476	B & H PHOTO ELECTRONICS	100	ACH	702.67	6768	LOBBY LIGHTING FOR EVENTS
23479	B & H PHOTO ELECTRONICS	100	ACH	13.86	6769	LIGHTING BOARD CABLE
*23512	BAILEY*KENDRA	100	ACH	430.35	6770	SUMMER 2022 TUITION REIMBURSEMEI
23437	BAKER & TAYLOR INC	100 200	ACH	2,649.68	6771	CIRC PRINT MAT, REF MAT, YS MAT
23484	BAKER & TAYLOR INC	100	ACH	1,962.36	6772	CIRC PRINT MAT, YS MAT
23469	E-Z CLEAN INC	100	ACH	65.00	6773	PAPER SUPPLIES & TRASH BAGS
23465	EPIC INSURANCE MIDWEST	100	ACH	295.00	6774	GEN LIABILITY INSUR FOR PIRATE PAR
23464	EXPRESS SERVICES INC	100	ACH	7 863.60	6775	PART TIME STAFFING

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
22932	GALE/CENGAGE LEARNING	100	ACH	13,203.93	6776	GALE COURSES
23436	GALE/CENGAGE LEARNING	100	ACH	277.58	6777	CIRC PRINT MATERIAL
*23497	HACKERT*LAUREN	100	ACH	1,500.00	6778	SUMMER 2022 TUITION REIMBURSEMEI
23455	HANK METZGER LANDSCAPE	100	ACH	281.00	6779	BACKFLOW TEST
23461	HOLDER DESIGN, INC	100	ACH	3,740.00	6780	MAIN BRANCH RESTROOM RENOVATIO
23462	HOLDER DESIGN, INC	100	ACH	5,000.00	6781	12 POINTS BRANCH DESIGN
23511	INVENGO AMERICAN CORP	100	ACH	5,638.00	6782	MAINTENANCE FOR SELF-CHECK MACH
23438	MIDWEST TAPE	100	ACH	5,761.90	6783	HOOPLA INVOICE
23485	MIDWEST TAPE	100	ACH	1,733.01	6784	DVD/VIDEO MATERIAL
23513	RICOH USA INC	100	ACH	1,458.78	6785	COPIER LEASE
23509	THOMAS, EM	100	ACH	1,400.00	6786	SUMMER 22 TUITION REIMBURSEMENT
					Total Count:	44
					Total Amount:	50,884.68
23435	CENTER POINT LARGE PRINT	100	E-pay	276.84	9021	CIRC PRINT MATERIAL
23439	OVERDRIVE	100	E-pay	7,500.00	9022	JUNE CONTENT CREDIT
23441	SAFETY SHOE DISTRIBUTORS	100	E-pay	100.00	9023	BOOT VOUCHERS FOR MAINTENANCE
*23444	COURTESY CLEANING CENTEF	100	E-pay	12.60	9024	LAUNDERING OF MAIN TABLECLOTHS
*23445	DUKE ENERGY *	100	E-pay	1,028.46	9025	12 POINTS ELECTRIC SERVICE
*23459	CITY OF TERRE HAUTE SEWAG	100	E-pay	262.47	9026	MAIN SEWAGE BILLING
*23466	REPUBLIC SERVICES OF WEST	100	E-pay	413.30	9027	MAIN TRASH SERVICE
23468	OFFICE DEPOT		E-pay	81.56	9028	OFFICE SUPPLIES

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
		100				
23473	OFFICE DEPOT		<i>E-pay</i>	36.59	9029	COMMAND STRIPS FOR MAINTENANCE
		100				
23474	OFFICE DEPOT		<i>E-pay</i>	783.33	9030	OFFICE SUPPLIES
		100				
*23477	B & S PLUMBING & HEATING IN		<i>E-pay</i>	4,800.00	9031	CHILLED WATER VALVE REPLACEMENT
		100				
23481	T-MOBILE USA, INC.		<i>E-pay</i>	100.93	9033	WEST HOTSPOT DATA
		100				
23486	NEXSTAR BROADCASTING		<i>E-pay</i>	100.00	9034	VOTE VIGO TV PROMO
		100				
*23218	CAPITAL ONE		<i>E-pay</i>	321.95	9035	PROGRAM SUPPLIES
		100				
*23492	INDIANA AMERICAN WATER CC		<i>E-pay</i>	451.05	9039	MAIN IRRIGATION SERVICE
		100				
*23493	INDIANA AMERICAN WATER CC		<i>E-pay</i>	928.00	9040	MAIN WATER SERVICE
		100				
23504	T-MOBILE USA, INC.		<i>E-pay</i>	1,005.27	9041	MAIN HOTSPOT DATA
		100				
23228	SAM'S CLUB DIRECT		<i>E-pay</i>	748.92	9042	PROGRAM SUPPLIES
		100				
		200				
*23506	CITY OF TERRE HAUTE SEWAG		<i>E-pay</i>	28.21	9043	12 POINTS SEWAGE BILLING
		100				
*23507	APPLE HOUSE*THE		<i>E-pay</i>	140.90	9044	FLOWERS FOR GROUNDS
		100				
23508	VERIZON - WIRELESS		<i>E-pay</i>	205.41	9045	PHONE SERVICE
		100				
*23514	COURTESY CLEANING CENTEF		<i>E-pay</i>	18.20	9046	LAUNDERING OF MAINTENANCE RAGS
		100				
*23398	VISA CARD SERVICES		<i>E-pay</i>	4,180.29	9047	VARIOUS SUPPLIES, TRAVEL, REGISTR.
		100				
		200				
*23523	AMERICAN LIBRARY ASSOCIAT		<i>E-pay</i>	1,300.00	9050	LIBRARY MEMBERSHIP DUES
		100				
*23539	APPLE HOUSE*THE		<i>E-pay</i>	206.31	9063	MULCH
		100				
23548	CINTAS CORPORATION		<i>E-pay</i>	145.11	9064	MAIN CABINET SERVICE
		100				

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
						Total Count: 26
						Total Amount: 25,175.70

<i>Grand Total Fund 100:</i>	76,846.07
<i>Grand Total Fund 200:</i>	3,939.81
<i>Grand Total Fund 201:</i>	0.00
<i>Grand Total Fund 203:</i>	0.00
<i>Grand Total Fund 276:</i>	516.50
<i>Grand Total Fund 300:</i>	0.00
<i>Grand Total Fund 400:</i>	0.00
<i>Grand Total Fund 800:</i>	0.00

Grand Total Count:	75
Grand Total Amount:	81,302.38

ACCOUNTS PAYABLE VOUCHER

Vigo County Public Library Terre Haute, Indiana

<p style="text-align: center;">Payee 576</p> <p>VISA CARD SERVICES CARD SERVICES PO BOX 875852 KANSAS CITY, MO 64187-5852</p>	<p>Purchase Order No.</p> <p style="text-align: center;">221081, 221039, 220966, 221023 220869, 220783, 221066, 221065 221000, 220545, 221043, 221010 221024, 221057, 220937, 220976 220991, 221085, 220907, 220915 220917, 220936, 221078, 221012 220879, 220872, 221007, 221022 221138, 221139, 220451</p> <p>Terms E-PAY</p> <p>Date Due 6/30/2022</p>
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Invoice Date	Invoice Number	Description (or attach invoice(s))	Amount	
5/27/2022	2469216H32X HBF0XP	APPLE- APPLE DEVELOPER APP HOST	6	93
5/27/2022	2469216H32X HBF102	APPLE- APPLE DEVELOPER APP HOST	99	00
6/2/2022	244500HAEJ1 DQHBM	DOLLAR GENERAL- FRIENDS APPRECIATION SUPPLIES	23	00
6/3/2022	2443106HBBM 0LA0H3	OLIVE GARDEN- FOOD FOR FRIENDS APPRECIATION	475	50
6/8/2022	2413746HGHE Y0X60L	IN BIZ- FRIENDS BUSINESS ENTITY REPORT	21	00
6/9/2022	2413746HG8R 04J2NV	IN BIZ- FRIENDS BUSINESS ENTITY REPORT- CONVENIENCE FEE	1	00
6/9/2022	2475542HG868 DZT7R	ISU PARKING GARAGE- PARKING FEE FOR TABLESCAPES	6	00
6/14/2022	2469216HM2X STK3PK	TSHIRT1- SUMMER READING TSHIRT ORDER	986	35
6/15/2022	2469216HN2X R71FXT	TSHIRT1- SUMMER READING TSHIRT ORDER	72	09
5/29/2022	2469216H52X V0V9G9	MAILCHIMP- EMAIL MARKETING ANNUAL SUBSCRIPTION	90	00

5/31/2022	2420429H7005 APMPQ	FACEBOOK- NEA BIG READ SOCIAL MEDIA PROMOTION	14	42
6/1/2022	2420429H807F VTEK3	GOOGLE WORKSPACE	72	00
6/1/2022	2444500H85S Q61PMJ	WALMART- SEWING MACHINE CASES	49	99
6/3/2022	2401339HA009 TVP23	CACKLEBERRIES- STAFF APPRECIATION ILS MIGRATION	52	28
6/9/2022	2469216HG2X N3P4GL	FEDERAL COFFEE AND FINE FOODS- VOUCHERS FOR SUMMER READING PRIZES	800	00
6/11/2022	2469216HJ2X YQ9ZOV	AMERICAN LIBRARY ASSOCIATION- LAUREN HACKERT MEMBERSHIP	44	00
6/13/2022	2401134HL000 N3YN6	MAKERSTOCK- BIRCH PLYWOOD	82	13
6/14/2022	244500HNHEW 0GFE7	DOLLAR TREE- KIT SUPPLIES	42	79
6/15/2022	2411343HPHE Z1MKTM	WEBSTAIRANT STORE- THERMOMETERS FOR FLAVOR BYTES KITS	100	25
5/20/2022	2469216GW2X 8EEY5W	FEDERAL COFFEE AND FINE FOODS- STAFF APPRECIATION ILS MIGRATION	57	94
5/26/2022	2469216H22X6 0BFG8	FEDERAL COFFEE AND FINE FOODS- STAFF APPRECIATION ILS MIGRATION	63	63
5/28/2022	2469216H42XL 64WM6	CHARLIES PUB AND GRUB- STAFF APPRECIATION ILS MIGRATION	84	22
6/13/2022	2421368HMRB GHDMD8	FAMILY DOLLAR- BAGGED ICE FOR COURTESY TABLE	18	60
5/17/2022	2400097GS7S E2XDJM	PIZZA CITY- STAFF APPRECIATION ILS MIGRATION	101	35
5/18/2022	2469216GS2X FY50XG	FEDERAL COFFEE AND FINE FOODS- STAFF APPRECIATION ILS MIGRATION	140	74
5/18/2022	2400097GV7Y E0MBN7	GRAND TRAVERSE PIE COMPANY- STAFF APPRECIATION ILS MIGRATION	33	25
5/20/2022	2475542GW86 2JHTH4	WISEPIES PIZZA AND SUBS- STAFF APPRECIATION ILS MIGRATION	79	92

6/1/2022	244500H900R AXSVX	DOLLAR TREE STORES- SEED PACKETS FOR FRIENDS EVENT	10	00
6/1/2022	2469216H92X PBBSLV	MEIJER- FLOWERS FOR FRIENDS APPRECIATION EVENT	121	92
6/3/2022	2407280HAW5 WHSJX	JOANN FABRIC AND CRAFT STORES- SUMMER CRAFT SUPPLIES	47	31
6/6/2022	2407280HDW6 75LM9P	JOANN FABRIC AND CRAFT SUPPLIES- MAKER HOUR SUPPLIES	39	39
6/7/2022	2469216HE2X 8JLL0H	ARTS ILLIANA- TABLESCAPES DINNER TICKET	77	47
6/7/2022	2469216HE2X 8JLL1S	ARTS ILLIANA- TABLESCAPES DINNER TICKET	78	50
6/7/2022	2469216HE2X 8JLL3L	ARTS ILLIANA- TABLESCAPES DINNER TICKET	78	50
6/7/2022	2469216HE2X 8JLL3W	ARTS ILLIANA- TABLESCAPES DINNER TICKET	27	05
6/7/2022	2469216HE2X 8JLL34	ARTS ILLIANA- TABLESCAPES DINNER TICKET	78	50
6/7/2022	2469216HE2X 8JLL4E	ARTS ILLIANA- TABLESCAPES DINNER TICKET	27	05
6/8/2022	7469216HF2X ZLH7EH	REFUND- ARTS ILLIANA- TABLESCAPES DINNER TICKET	-27	05
6/8/2022	7469216HF2X Z7LH7E9	REFUND- ARTS ILLIANA- TABLESCAPES DINNER TICKET	-27	05
6/14/2022	2449216HM00 OKDKBA	NAMECHEAP- MGOL DOMAIN NAMES	30	32
TOTAL			4180	29

I certify that the attached invoice(s) is true and correct and the materials or services itemized thereon for which charge is made were ordered and received except

Date - _____, 2022

Librarian

Voucher No.	Warrant No.	PAYEE	
Charge These Appropriations			
Account Number	Account Name	Amount	
4323	100-01	6.00	
4324	100-01	77.47	
4245	100-04	47.31	
4245	100-05	18.60	
4324	100-05	78.50	
4391	100-05	44.00	APPROVED _____, 2022
4245	100-06	116.99	
4325	100-06	15.13	
4245	100-07	663.22	In the amount of \$
4325	100-07	9.99	
4245	100-08	125.97	
4325	100-08	13.67	
4314	100-09	72.00	
4331	100-11	14.42	
4310	100-11	195.93	
4314	100-11	30.32	
4324	100-11	157.00	
4245	100-12	800.00	
4245	200-69	1671.77	
4245	200-72	22.00	
	Total	4,180.29	See Claims Docket

Library Form No. 4 (1934)

Prescribed by State Board of Accounts

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
*22939	BRIGHT STAR CHILDREN'S THE	100	<i>Check</i>	545.00	56667	TREASURE ISLAND PERFORMANCE
*23183	CORINNE ROBERTS ILLUSTRAT	100	<i>Check</i>	500.00	56668	CARTOONING CLASSES FOR SUMMER
23467	KJB THEATERS	100 200	<i>Check</i>	225.00	56669	FREE WILLY FOR SUMMER READING PF
					Total Count:	3
					Total Amount:	1,270.00
23637	ADP INC - AUTOPAY II	100	<i>ACH</i>	765.21	6787	PAYROLL SERVICES
23545	AMAZON.COM LLC	100	<i>ACH</i>	39.99	6788	VIDEO GAMES
23546	AMAZON.COM LLC	100	<i>ACH</i>	30.33	6789	CIRC PRINT MAT AND VIDEO GAMES
23538	AMAZON.COM LLC	100	<i>ACH</i>	16.99	6790	CIRC PRINT MAT AND VIDEO GAMES
23549	AMAZON.COM LLC	100	<i>ACH</i>	39.98	6791	LAMINATING POUCHES FOR TECH TEA
23559	AMAZON.COM LLC	100	<i>ACH</i>	119.98	6792	CIRC PRINT MAT AND VIDEO GAMES
23561	AMAZON.COM LLC	100	<i>ACH</i>	75.60	6793	POWER ADAPTERS FOR SYSTEMS
23562	AMAZON.COM LLC	100	<i>ACH</i>	167.94	6794	SKETCH PADS- CORINNE PROGRAMS
23563	AMAZON.COM LLC	100	<i>ACH</i>	59.98	6795	VIDEO GAMES
23564	AMAZON.COM LLC	100	<i>ACH</i>	29.99	6796	VIDEO GAMES
23565	AMAZON.COM LLC	100	<i>ACH</i>	99.12	6797	SCIENCE & STORIES SUPPLIES
23566	AMAZON.COM LLC	100	<i>ACH</i>	28.58	6798	CIRC PRINT MAT AND YS KITS
23567	AMAZON.COM LLC	100	<i>ACH</i>	34.13	6799	CIRC PRINT MAT AND YS KITS
23579	AMAZON.COM LLC	100	<i>ACH</i>	15 74.97	6800	THERMAL RECEIPT PAPER AND PLANNI

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
23598	AMAZON.COM LLC	100	ACH	7.94	6801	CIRC PRINT MATERIAL
23604	AMAZON.COM LLC	100	ACH	149.96	6802	VIDEO GAMES
23605	AMAZON.COM LLC	100	ACH	19.29	6803	CIRC PRINT MAT AND VIDEO GAMES
23606	AMAZON.COM LLC	100	ACH	14.99	6804	CIRC PRINT MAT AND VIDEO GAMES
23607	AMAZON.COM LLC	100	ACH	49.99	6805	DVD/VIDEO MATERIAL
23608	AMAZON.COM LLC	100	ACH	49.99	6806	DVD/VIDEO MATERIAL
23618	AMAZON.COM LLC	100	ACH	49.99	6807	REFRIGERATOR FOR YS PATRON SNAC
23624	AMAZON.COM LLC	100	ACH	119.98	6808	VIDEO GAMES
23634	AMAZON.COM LLC	100	ACH	31.98	6809	CIRC PRINT MATERIAL
23635	AMAZON.COM LLC	100	ACH	193.77	6810	ONE STATE ONE STORY WORLD OF WC
23642	AMAZON.COM LLC	100	ACH	361.40	6811	OFFICE DESK RECYCL CAN 6PK
23644	AMAZON.COM LLC	100	ACH	51.95	6812	DVD/VIDEO MATERIAL
23645	AMAZON.COM LLC	100	ACH	38.88	6813	DRY ERASE MARKERS FOR MARKER T/
23646	AMAZON.COM LLC	100	ACH	172.04	6814	CHAINSAW AND IRRIGATION SUPPLIES
23647	AMAZON.COM LLC	100	ACH	10.98	6815	PLANNER FOR LIB EXPERIENCE MANAC
23648	AMAZON.COM LLC	100	ACH	44.02	6816	DIAPERS FOR CALM CORNER
23649	AMAZON.COM LLC	100	ACH	15.39	6817	CIRC PRINT MATERIAL
23650	AMAZON.COM LLC	100	ACH	15.95	6818	CIRC PRINT MATERIAL
23652	AMAZON.COM LLC	100	ACH	29.99	6819	VIDEO GAMES
23653	AMAZON.COM LLC	100	ACH	301.50	6820	3D FILAMENT & PRESENTATION CLICKE
23656	AMAZON.COM LLC	100	ACH	23.37	6821	CIRC PRINT MATERIAL

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
23660	AMAZON.COM LLC	100	ACH	6.59	6822	KEY RING CAPS
23599	BAKER & TAYLOR INC	100	ACH	3,740.59	6823	CIRC PRINT MAT, REF PRINT MAT, YS M
23623	BAKER & TAYLOR INC	100	ACH	1,998.74	6824	CIRC PRINT MAT, YS MAT, REF PRINT M
23547	BOOK DEPOT	100	ACH	168.45	6825	BOOKS FOR JUVENILE JUSTICE CENTE
*23576	CULLIGAN WATER CONDITIONI	100	ACH	29.00	6826	WEST COOLER RENTAL
*23577	CULLIGAN WATER CONDITIONI	100	ACH	191.00	6827	MAIN COOLER RENTAL
*23587	DONALD R FREY & COMPANY I	100	ACH	7,036.76	6828	ANNUAL SUPPORT
23554	E-Z CLEAN INC	100	ACH	93.48	6829	PAPER PRODUCTS AND TRASH BAGS
23636	E-Z CLEAN INC	100	ACH	649.40	6830	PAPER PRODUCTS AND TRASH BAGS
23658	E-Z CLEAN INC	100	ACH	62.21	6831	CLEANING SUPPLIES
23659	E-Z CLEAN INC	100	ACH	662.21	6832	GLOVES, TRASH BAGS, CLEANING SUP
23543	EPROMOS	100	ACH	329.20	6833	EPROMOS ITEMS FOR SRP PRIZES
23639	EPROMOS	100	ACH	251.29	6834	EPROMOS ITEMS FOR SRP PRIZES
23641	EPROMOS	100	ACH	400.29	6835	EPROMOS ITEMS FOR SRP PRIZES
23519	EXPRESS SERVICES INC	100	ACH	863.60	6836	PART TIME STAFFING
23557	EXPRESS SERVICES INC	100	ACH	863.60	6837	PART TIME STAFFING
23657	EXPRESS SERVICES INC	100	ACH	690.88	6838	PART TIME STAFFING
*23544	FRANKS*LARAINÉ	100	ACH	18.56	6839	MILEAGE REIMBURSEMENT
23600	GALE/CENGAGE LEARNING	100	ACH	132.70	6840	CIRC PRINT MATERIAL
23620	GALE/CENGAGE LEARNING	100	ACH	275.14	6841	CIRC PRINT MATERIAL
*23619	GENTRY*LUKE		ACH	1,500.00	6842	SUMMER 2022 TUITION REIMBURSEMEI

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
		100				
*23536	GLOBAL INDUSTRIAL COMPAN'	100	<i>ACH</i>	412.50	6843	ROLLING CARTS FOR CUSTOMER USE
23558	HANK METZGER LANDSCAPE	100	<i>ACH</i>	700.00	6844	LANDSCAPING AT MAIN
23560	MIDWEST TAPE	100	<i>ACH</i>	5,644.45	6845	HOOPLA JUNE INVOICE
23601	MIDWEST TAPE	100	<i>ACH</i>	700.85	6846	DVD/VIDEO MATERIAL
23621	MIDWEST TAPE	100	<i>ACH</i>	699.68	6847	DVD/VIDEO MATERIAL
23594	NEW AVENUES	100	<i>ACH</i>	360.00	6848	CLINICAL HOURS
23595	NEW AVENUES	100	<i>ACH</i>	158.33	6849	ALA CARTE ADMIN FEE
23602	OCLC INC	100	<i>ACH</i>	6,347.67	6850	CATALOGING SUBSCRIPTION
23603	OCLC INC	100	<i>ACH</i>	701.91	6851	EZPROXY
23612	RICOH USA INC	100	<i>ACH</i>	2,384.19	6852	COPIER LEASE
23227	STAPLES BUSINESS CREDIT	100	<i>ACH</i>	259.99	6853	TEMPUR-PEDIC TP9000 CHAIR
*23583	UNIQUE MANAGEMENT SERVIC	100	<i>ACH</i>	690.10	6854	PLACEMENTS
*23582	UNIQUE MANAGEMENT SERVIC	100	<i>ACH</i>	619.37	6855	NOTICES
23591	WAGeworks, INC.	100	<i>ACH</i>	168.82	6856	COBRA MONTHLY FEE
23589	WEAS ENGINEERING INC	100	<i>ACH</i>	491.72	6857	WATER TREATMENT MANAGEMENT
					Total Count:	71
					Total Amount:	43,639.41
*23551	TOWN OF WTH WATER & SEWE	100	<i>E-pay</i>	71.75	9066	WEST WATER SERVICE
23552	BANNER GRAPHIC	100	<i>E-pay</i>	153.00	9067	NEWSPAPERS
*23553	TABCO PRINTING & PROMOTIC	100	<i>E-pay</i>	18 204.00	9068	BUSINESS CARDS

Voucher #	Name of Claimant	Fund	Amount	Total	Check # ACH # EFT #	Description
*23555	HANOVER INSURANCE GROUP	100	<i>E-pay</i>	830.00	9069	WORKERS COMPENSATION POLICY
23556	CENTERPOINT ENERGY	100	<i>E-pay</i>	19.53	9070	12 POINTS GAS SERVICE
23568	OFFICE DEPOT	100	<i>E-pay</i>	10.78	9071	OFFICE SUPPLIES
23569	OFFICE DEPOT	100	<i>E-pay</i>	92.85	9072	OFFICE SUPPLIES
23570	OFFICE DEPOT	100	<i>E-pay</i>	1.36	9073	OFFICE SUPPLIES
23571	SULLIVAN DAILY TIMES	100	<i>E-pay</i>	163.00	9074	NEWSPAPERS
*23572	LAKESHORE LEARNING MATEF	100	<i>E-pay</i>	252.95	9075	NEW TOYS FOR YS
*23463	LOWE'S COMMERCIAL SERVICI	100	<i>E-pay</i>	1,270.62	9076	MAINTENANCE SUPPLIES
*23574	INDIANA AMERICAN WATER CC	100	<i>E-pay</i>	59.08	9077	PRIVATE FIRE SERVICE
*23575	ORKIN PEST CONTROL *	100	<i>E-pay</i>	461.32	9078	MAIN TERMITE SERVICE RENEWAL
*23578	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	38.22	9079	LAUNDERING OF MAIN TABLECLOTHS
*23584	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	17.36	9080	LAUNDERING OF MAIN TABLECLOTHS
*23585	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	13.86	9081	LAUNDERING OF MAINTENANCE RAGS
23588	PAYPAL INC	100	<i>E-pay</i>	19.95	9082	MONTHLY PAYFLOW LINK
23590	ENA	100	<i>E-pay</i>	676.27	9083	VOICE SERVICE
23593	ENA	276	<i>E-pay</i>	1,257.33	9084	INTERNET SERVICE
23596	WEX BANK	100	<i>E-pay</i>	352.45	9085	FUEL
23611	FRONTIER	100	<i>E-pay</i>	52.79	9086	WEST PHONE SERVICE
23622	CENTER POINT LARGE PRINT	100	<i>E-pay</i>	22.77	9087	CIRC PRINT MATERIAL
23632	JOINK LLC	100	<i>E-pay</i>	275.00	9095	MONTHLY CLOUD BACKUP
23633	CENTERPOINT ENERGY	100	<i>E-pay</i>	27.43	9096	WEST GAS SERVICE

<i>Voucher #</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Amount</i>	<i>Total</i>	<i>Check # ACH # EFT #</i>	<i>Description</i>
23643	OFFICE DEPOT	100	<i>E-pay</i>	19.74	9098	OFFICE SUPPLIES
23651	CINTAS CORPORATION	100	<i>E-pay</i>	36.59	9099	WEST CABINET SERVICE
*23661	COURTESY CLEANING CENTEF	100	<i>E-pay</i>	23.80	9100	LAUNDERING OF MAINTENANCE RAGS
23662	JOINK LLC	100	<i>E-pay</i>	275.00	9101	MONTHLY CLOUD BACKUP
*23663	DUKE ENERGY *	100	<i>E-pay</i>	1,092.36	9102	WEST ELECTRIC SERVICE
*23664	DUKE ENERGY *	100	<i>E-pay</i>	22,776.83	9103	MAIN ELECTRIC SERVICE

Total Count: **30**
Total Amount: **30,567.99**

<i>Grand Total Fund 100:</i>	74,212.75
<i>Grand Total Fund 200:</i>	7.32
<i>Grand Total Fund 201:</i>	0.00
<i>Grand Total Fund 203:</i>	0.00
<i>Grand Total Fund 276:</i>	1,257.33
<i>Grand Total Fund 300:</i>	0.00
<i>Grand Total Fund 400:</i>	0.00
<i>Grand Total Fund 800:</i>	0.00

Grand Total Count:	104
Grand Total Amount:	75,477.40

**Payroll Payable
Voucher Register**

Vigo County Public Library

For Period June -2022

Page 1 of 2 Pages

Date Filed	Voucher Number	NAME OF CLAIMANT	AMOUNT OF VOUCHER	AMOUNT ALLOWED	CHECK/ WARRANT NUMBER	MEMORANDUM
6/10	Pay#10	Gross Payroll	\$ 139,467.18	\$ 139,467.18	ACH	
6/10	Pay#10	FICA	\$ 10,094.06	\$ 10,094.06	ACH	
6/10	Pay#10	PERF	\$ 18,015.84	\$ 18,015.84	ACH	
6/24	Pay#11	Gross Payroll	\$ 140,969.03	\$ 140,969.03	ACH	
6/24	Pay#11	FICA	\$ 10,332.47	\$ 10,332.47	ACH	
6/24	Pay#11	PERF	\$ 18,238.96	\$ 18,238.96	ACH	
6/24	Pay#11	Anthem	\$ 66,981.96	\$ 66,981.96	ACH	
6/24	Pay#11	Guardian	\$ 6,353.21	\$ 6,353.21	ACH	
6/30	2nd quarter	Tax Adjustment	\$ (676.55)	\$ (676.55)		
		Gross Payroll			ACH	
		FICA	\$ -	\$ -	ACH	
		PERF	\$ -	\$ -	ACH	

Total library cost			\$ 409,776.16			
June	pays 12 & 13	Nationwide	\$ 1,381.42	\$ 1,381.42	ACH	Staff withholding
June	pays 12 & 13	Garnishments	\$ 500.00	\$ 500.00	ACH	Staff withholding
June	pays 12 & 13	AFLAC	\$ 1,139.06	\$ 1,139.06	ACH	Staff withholding
June	pays 12 & 13	United Way	\$ 464.00	\$ 464.00	ACH	Staff withholding
June	pays 12 & 13	Anthem	\$ 8,493.07	\$ 8,493.07	ACH	Staff withholding
June	pays 12 & 13	HSA adj.		\$ -	ACH	Staff withholding
June	pays 12 & 13	Guardian	\$ 872.28	\$ 872.28	ACH	Staff withholding
June	pays 12 & 13	Boston Mutual	\$ 676.94	\$ 676.94	ACH	Staff withholding
June	pays 12 & 13	Fed Tax	\$ 21,503.62	\$ 21,503.62	ACH	Staff withholding
June	pays 12 & 13	State Tax	\$ 8,676.20	\$ 8,676.20	ACH	Staff withholding
June	pays 12 & 13	Local Tax	\$ 5,164.73	\$ 5,164.73	ACH	Staff withholding
June	pays 12 & 13	FICA	\$ 20,426.57	\$ 20,426.57	ACH	Staff withholding
June	pays 12 & 13	Vol. PERF	\$ 4,347.30	\$ 4,347.30	ACH	Staff withholding
Staff Cost			\$ 73,645.19	\$ 73,645.19		

**Payroll Payable
Voucher Register**

Vigo County Public Library

For Period June -2022

Page ___1___ of ___2___ Pages

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC5-11-10-1,6.

July 18, 2022

Date

Dennis L. Shepard Jr., Fiscal Officer

ALLOWANCE OF PAYROLL PAYABLE VOUCHERS

(ICS-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the voucher listing and the foregoing accounts payable register, consisting of 2 page(s), and except for the vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$ 409,776.16

Dated this 18th day of July 2022 .

Terry W. Jones, Board President

Olivia K. Goulding, Board Vice President

Valentine K. Muyumba, Board Secretary

Christi A. Fenton, Board Member

Camille R. Wallace, Board Member

Stacy D. Killion, Board Member

James M.Young, Board Member

June 30, 2022

Gift Fund Balances
2022

FUND	AMOUNT	PURPOSE	APPROVAL
00-General	\$ 230.37	Unrestricted Use	Admin.
64-SPC	\$ 8,037.42	Support of SPC	Admin.
65-Big Read	\$ 450.00	Big Read	Admin.
66-YS	\$ 5,059.54	Support of YS	Admin.
67-WVCF Endowment	\$ 1,172.00	Support of Strategic Plan Goals	Admin.
68-Crackerbarrel	\$ -	Support of Crackerbarrel	Admin.
69-Wright Foundation	\$ 9,682.98	Unrestricted Use	Admin.
70- West Emily's Garden	\$ 78.36	Maintenance of Emily's Garden at West Branch	Admin.
71-West Branch	\$ 1,106.58	Support of West Branch	Admin.
72-Friends	\$ 379.09	Support of Pre-Approved Programs/Initiatives	Admin.
73-WVLC	\$ -	Support of LLC Literacy Events	Admin.
74-Wiley Cupola	\$ 1,274.00	Maintenance of Cupola	Admin.
75-Wiley Memorial	\$ 19,310.17	Maintenance of Memorial	Admin.
77-WVCF Meeks	\$ 638.00	Childrens Literature	Admin.
81-Community Connections	\$ 216.95	Support of Community Connections	Admin.
83-Kiwanis Ys	\$ 371.03	Childrens Book Label Commemorating Speakers	Admin.
85-Phillips	\$ 3,305.47	Support of LLC and Archives	Admin.
87-Cox	\$ 646.48	Hearing Impaired Support	Admin.
89-Christmas in the Park	\$ 944.16	Christmas in the Park	Admin.
92-Marketing	\$ 945.05	Unrestricted Use	Admin.
93-Family Learning Day	\$ -	Family Learning Day	Admin.
94-TH Econ.Dev.	\$ 139.58	Adult Nonfiction Commemorating Speakers	Admin.
96-Fundraiser	\$ 40.44	Buy a Book	Admin.
TOTAL	\$ 54,027.67		

DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD JULY 18, 2022

ADULT SERVICES

COMMUNITY OUTREACH

Sensory Storytimes are back! VCPL Adult Services Librarian Hayley Hart and Assistant Librarian Carrie Sisk visited MOSAIC on June 22 with stories, songs, and sensory activities designed to engage adults with special needs. “We’re so glad to have you back!” gushed one MOSAIC staff member. “We’ve missed you so much!” Happiness Bag and Developmental Services Incorporated will also be receiving monthly visits by Carrie and Hayley.

CUSTOMER FEEDBACK

A customer stopped by the South Entrance desk to ask about getting a library card. “This was my first time here, and walking through, it just feels like I’m at home!” When Adult Services Assistant Librarian Luke Gentry thanked them for the compliment, they continued, “It’s like, everywhere I look, it’s overwhelmingly beautiful!”

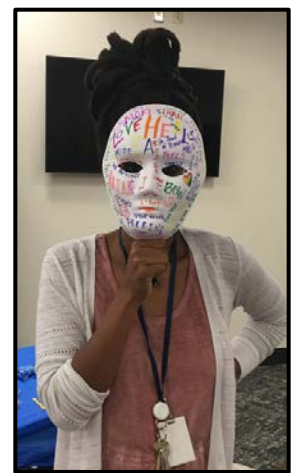
SUMMER READING PROGRAM

On June 1, the Adult Services department hosted Dr. James Brinson, Saint Mary-of-the-Woods College Associate Professor of Ecology and Environmental Science Program Coordinator, for the Summer Reading Program discussion “Climate Change and the Oceans.” After the presentation, one attendee spent several minutes speaking with Dr. Brinson about his own work as a scientist. He said he loved it when the library hosted science programs, especially those relating to important issues like climate change.

PROGRAMS AND EVENTS

MORE THAN A RAINBOW

On June 21, VCPL hosted an art therapy program in celebration of Pride Month and featured craft stations where attendees could choose to decorate a symbolic mask, mold sculptures with clay, and create altered books. Art Therapists from Hamilton Center were in attendance to interact with participants and talk about their artwork as expressions of their feelings and experiences.



DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD JULY 18, 2022

6TH STREET ART FESTIVAL

VCPL was off-site supporting the 41/40 Arts & Cultural District at the 6th Street Arts Festival on June 25. Library staff provided ocean-themed arts projects in the festival's Kids Zone and interacted with 115 children and families attending the event.

COLLABORATION WITH PRIDE CENTER OF TERRE HAUTE, INC



The Pride Center of Terre Haute Inc. welcomed Drag Queen May O' Nays, who performed her self-written, one woman comedy show, *Tuba Atonement* on June 25 in the Main Library Lobby. Including singing, tuba playing, and dancing, May O'Nays explores what it was like to grow up in a conservative, religious home as a queer kid in rural Indiana.

JUNETEENTH: BLACK FREEDOM CELEBRATIONS

Dr. Kimberly Stanley, Assistant Professor of African and African-American Studies at ISU, presented an informative history lesson on Jubilee and Juneteenth celebrations. Dr. Stanley wove the concept of freedom throughout her presentation and informed the audience of 19th Century American laws and regulations in the post-civil war era that enabled continued discrimination against freed persons. Dr. Stanley mentioned that freedom celebrations were held to honor Blacks who broke the law to acquire freedom. They were criminals by law, but were cultural and political revolutionaries. She spoke of a lesser known black freedom celebration in the city of Terre Haute that began September 22, 1852, prior to the Emancipation Proclamation, and continued until the mid-1970s.



DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD JULY 18, 2022

AQUATIC ADVENTURE TIME



Families and children enjoyed a lesson plan about the Antarctic Circumpolar Current, the planet's largest ocean current. The participants then shared their own knowledge of our oceanic world. Attendees, aged 5 and up, were taught how to design their own map and were asked to include a compass rose, title, legend, and scale for distance. All were very proud of their work and demonstrated that they understood the importance of a map. They gave several examples of where and how we use maps in our modern world, including the layout of grocery stores, city maps and IKEA! All participants were given a gift bag filled with a miniature globe stress ball, a miniature compass, writing utensils, and a notebook to continue their map-making adventures.

BRIGHT STAR PRESENTS: TREASURE ISLAND

On June 11, Bright Star Theater performed *Treasure Island*, a tale of "buccaneers and buried gold which centers on the conflict of good versus evil." The five characters were played by two talented actors who also answered questions at the end of the performance.

SPECIAL COLLECTIONS

In June, Sean Eisele, Heather Rayl, and David Kite acquired a collection of items from the estate of the late Don Morris. The collection was acquired through the generous donation of Don's children and the work of Don's friends David Haynes and RJ Cortrecht. Among the collection are books from Don's personal library, as well as memorabilia of the Don Morris Band, including recording albums, a song book, photos, and a guitar autographed by the band and many of their fans. The items will become part of VCPL's collection, and many will be on display later this year in Special Collections.



DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD JULY 18, 2022

WEST BRANCH

WEST TERRE HAUTE SUMMER CELEBRATION

On Saturday, July 9, the West Branch held its annual Summer Celebration in honor of Summer Reading and the West Terre Haute community. This year, the celebration embraced the Summer Reading theme *Oceans of Possibilities* with sea-creature décor, mermaid bag coloring, gold coins buried in ball pits and sensory bins, mermaid-tail sack races, and pirate-themed table-top games. Even the mini golf course was laid out in the shape of an octopus and had ocean-themed flags. Each guest received a free book and a free Kona Ice treat. Before arriving at the West Branch, the Kona Ice truck, along with Kristi Howe and



Sharon McConnell in the Library van, set up at the Assembly of God Church and the South 7th Street Park to pass out free books and shaved ices to those in the community who might not be able to make it to the branch for the Celebration. The Kona Ice Tour engaged with more than 30 community members, and the West Branch Summer Celebration had about 120 visitors at the Branch. The Summer Celebration organizing committee included Sharon McConnell, Laraine Franks, and Sloane Conley. All of the West Branch staff—Eric Fisher, Sharon McConnell, Laraine Franks, Sloane Conley, and Charlie Hayworth – worked hard to make the event a success. They were joined by Kristi Howe, Susan Jakaitis, Najah Monroe, and Jeanette Bouchie from Main who helped decorate, set up, tear down, and work the event.

YOUTH SERVICES

PAINTING WITH NICOLE

YS has been pleased to host Nicole Norris from Technical Services for a series of fun and exciting painting programs, as these sessions have always been a blast. However, there was a new twist in July- a painting session specifically for teens! With her typical flair, Nicole was able to branch out a bit and introduce participants to an interesting and uncommon painting technique that adds texture and a lot of character to a work on canvas. This particular session drew in a great teen crowd and the artistic results were splendid. Not only did attendees have a good



DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD JULY 18, 2022

time with friends and family, but they also left with a set of skills that they can take with them wherever they go to help them express themselves and their experiences. A special shout-out is in order for YS staff member Dora Garraton who helped organize and coordinate the event.

OUTREACH STORY TIME AT THE APPLIED BEHAVIOR CENTER FOR AUTISM

Story times are fundamental to the Youth Services team. While these sessions are a great deal of fun, they are also an important opportunity to connect with the community and forge life-long friendships that will have a real impact. It is very important to the YS team to reach as large an audience as possible, including those who cannot physically make it to a VCPL facility for a story time. Thus, YS was happy to deploy Dora Garraton to the Applied Behavior Center for Autism for a series of story times on June 27 and July 1. Drawing on her vast story time experience, Dora was able to model an ideal session for both the Center and for YS staff. These sessions were well received, and the administrative staff at ABC has asked YS to make these story times a regular occurrence!

JUVENILE JUSTICE CENTER BOOK CLUB

Over the past three months, YS Manager Andy Pope has been conducting visits to the Juvenile Justice Center. The initial goal of these visits was to establish a basic connection with the residents in that facility and to inform them about the wonderful opportunities and resources available at the local library. Following several positive conversations with this group, Andy proposed the idea of a book club to the JJC's administrative staff, who enthusiastically approved of the idea. After a quick survey of reading interests, Andy prepared a list of books for the residents to choose from. After a choice was made, the books were purchased by the library and given to the young people at the Center. The book club is now up and running, with regularly scheduled visits every week. This connection will serve as a bridge between the library and a community of patrons who were previously unreached and will help forge transformative relationships through which all can grow and learn together.

PERSONNEL CHANGES

EMPLOYMENT

Refugio, Danicka R. - Hired for the part-time non-exempt position of Lending Services Clerk in the Lending Services Department effective July 28, 2022.

Edwards II, William A. - Hired for the full-time non-exempt position of Lending Services Clerk in the Lending Services Department effective July 28, 2022.

Jones, Kaylynn A. - Hired for the full-time non-exempt position of Lending Services Clerk in the Lending Services Department effective July 28, 2022.

DIRECTOR'S REPORT TO THE VIGO COUNTY PUBLIC LIBRARY BOARD JULY 18, 2022

TRANSFER

Kite Michael D. - Transfer from the full-time non-exempt position of Adult Services Librarian to the full-time non-exempt position of Special Collections Manager effective June 20, 2022.

Shepard Jr., Dennis L. - Transfer from the full-time non-exempt position of Business Manager to the full-time exempt position of Director of Support Services effective July 11, 2022.

Bridgewater, Brandy L. - Transfer from the full-time non-exempt position of Accounting-Payroll Technician to the full-time non-exempt position of Business Manager effective July 11, 2022.

RESIGNATION

Dinkins, Tonya M. R. - Resignation from the full-time non-exempt position of Communications Specialist in the Communications department effective July 15, 2022.

Respectfully submitted,
Kristi J. Howe

7/14/22 AG

	June-22	June-21		YTD 2022	YTD 2021	
Print Circulation	23,097	23,875	-3.3%	116,849	117,814	-0.8%
A/V Circulation	6,632	7,732	-14.2%	39,953	45,831	-12.8%
Misc	373	382	-2.4%	2,029	1,871	8.4%
Electronic Devices	73	64	14.1%	396	278	42.4%
TOTAL	30,175	32,053	-5.9%	159,227	165,794	-4.0%

	June-22	June-21		YTD 2022	YTD 2021	
Overdrive						
E-book	5,722	5,118	11.8%	32,185	29,995	7.3%
E-audiobook	3,256	7,886	-58.7%	17,881	21,590	-17.2%
E-Magazines	319	200	59.5%	2,076	1,913	8.5%
E-video or music	14	14	0.0%	41	34	20.6%
TOTAL	9,311	13,218	-29.6%	52,183	53,532	-2.5%

	June-22	June-21		YTD 2022	YTD 2021	
Hoopla						
E-audiobook	1,494	1,559	-4.2%	9,681	8,249	17.4%
Bingepasses	15	0	null	126	0	null
Curiosity Stream	0	0	null	0	0	null
E-Books	180	745	-75.8%	4,234	4,398	-3.7%
E-Comics	636	185	243.8%	1,644	1,042	57.8%
E-music	213	144	47.9%	872	767	13.7%
E-video movie	141	231	-39.0%	1,156	1,195	-3.3%
E-video TV	124	140	-11.4%	983	4,010	-75.5%
TOTAL	2,803	3,004	-6.7%	18,696	19,661	-4.9%

	June-22	June-21		YTD 2022	YTD 2021	
Reference [fact-finding]	4,211	3,066	37.3%	18,849	16,806	12.2%

MATERIALS ADDED TO COLLECTION

Purchased Items	June-22	YTD 2022	Donated Items	June-22	YTD 2022
Book	1,335	5,121	Book	0	7
Video	283	1,665	Video	0	0
Video Game	1	154	Video Game	0	0
Music CD	5	19	Music CD	0	0
Audio Book	5	55	Audio Book	0	0
Misc	0	59	Misc	0	0
TOTAL	1,629	7,073	TOTAL	0	7

New Items Ordered	June-22	YTD 2022	New Items Received	June-22	YTD 2022
Book	1,524	6,291	Book	815	4878
Video	416	1,812	Video	197	1518
Video Game	70	305	Video Game	33	203
Music CD	2	20	Music CD	0	19
Audio Book	1	73	Audio Book	3	55
Misc	6	22	Misc	12	24
TOTAL	2,019	8,523	TOTAL	1,060	6697

TAKE & MAKE KITS DISTRIBUTED	June-22	June-21	
Early Literacy (ISL: 0-5 yrs)	53	0	null
Children (ISL: 6-11 yrs)	53	140	-62.1%
Teens (ISL: 12-18yrs)	25	0	null
Adults (ISL: 19 + yrs)	49	75	-34.7%
General (all ages)	0	0	null
TOTAL	180	215	-16.3%

ON-SITE PROGRAMS	June-22	June-21	
Early Literacy programs/events/classes	25	0	null
Youth programs/events/classes	5	3	66.7%
Teen programs/events/classes	5	0	null
Adult programs/events/classes	27	1	2600.0%
Family/general	14	3	366.7%
TOTAL	76	7	985.7%

ON-SITE ATTENDANCE			
Early Literacy attendance	408	0	null
Youth attendance	716	53	1250.9%
Teen attendance	22	0	null
Adult attendance	548	62	783.9%
Family/general attendance	97	99	-2.0%
TOTAL	1,791	214	736.9%

OFF-SITE PROGRAMS	June-22	June-21	
Early Literacy attendance	0	0	null
Youth outreach	1	0	null
Teen outreach	0	0	null
Adult outreach	9	8	12.5%
Family outreach	3	1	200.0%
Participation in Community Events	3	2	50.0%
TOTAL	16	11	45.5%

OFF-SITE ATTENDANCE			
Early Literacy attendance	0	0	null
Youth outreach attendance	13	0	null
Teen outreach attendance	0	0	null
Adult outreach attendance	157	122	28.7%
Family outreach attendance	676	95	611.6%
Community Events Interactions	676	408	65.7%
TOTAL	1,522	625	143.5%

	June-22	June-21		YTD 2022	YTD 2021	
Computer Users	3,719	2,738	35.8%	20,130	16,665	20.8%
Subscription Databases	7,499	12,056	-37.8%	51,652	74,599	-30.8%
ILL provided to other Libraries	199	220	-9.5%	1,112	1,342	-17.1%
ILL received from other Libraries	154	259	-40.5%	866	1,554	-44.3%
Web Site Hits	20,737	15,539	33.5%	112,764	102,038	10.5%
Mobile App Visits	654	563	16.2%	3,501	3,327	5.2%

	June-22	June-21		YTD 2022	YTD 2021	
Adult materials deliveries	22	31	-29.0%	158	177	-10.7%
Youth materials deliveries	13	16	-18.8%	103	105	-1.9%
TOTAL	35	47	-25.5%	261	282	-7.4%