

Keene Memorial Library Board Meeting  
Municipal Building-2<sup>nd</sup> Floor, City Council Chambers  
**Please Enter from the West Side**  
400 E. Military, Fremont, NE  
6:30 P.M.  
September 18, 2023

AGENDA

Call to Order/Notice of Meeting

1. Roll Call
2. Motion to adopt current agenda for September 18, 2023 regular meeting
3. Dispense with and approve August 21, 2023 minutes (attachment)
4. Unfinished Business
  - a. Fourth draft of policies for review with legal counsel input – Juvenile Borrower Types, Computer and Internet Policy, Digital Projector, Display and Collection Development/Selection (attachment)
5. Reports
  - a. Library Director's Report
    - i. Month in Review
    - ii. Statistics (attachment)
    - iii. Expansion Project Update
  - b. Friends of the Library Report
  - c. Finance-Library Expenditures Reports for August 2023 (attachment)
6. Adjournment

Next Regular Board Meeting – **October 16, 2023 Municipal Building 2<sup>nd</sup> Floor, location to be determined**

Agenda posted online at [www.fremontne.gov/library](http://www.fremontne.gov/library) and emailed to Library Board members on September 12, 2023. This meeting is preceded by publicized notice in the Fremont Tribune and the agenda is displayed in the Administration East Office at Keene Memorial Library, 925 North Broad Street. A Copy of the Open Meetings Act is posted at the entrance of the meeting room. The Library Board reserves the right to go into Executive Session at any time. The Library Board reserves the right to adjust the order of items on this agenda.

Keene Memorial Library Board Meeting  
Municipal Building-2<sup>nd</sup> Floor in the Large Conference Room  
400 E. Military, Fremont, NE  
6:30 P.M.  
August 21, 2023  
Minutes

Held at the Municipal Building – 2<sup>nd</sup> Floor City Council Chambers, and Board President Linda McClain called the meeting to order at 6:30 pm

### **Roll Call**

The following members were present: Becky Pence, Amanda Moenning, LeAnn Rathke and Linda McClain. Ryan Fiala came in later at 6:44 pm. Also present were: Laura England-Biggs, Library Director, City Administrator Jody Sanders, City Council Liaison Sally Ganem, and City Council Member Paul VonBehren. Library Assistant II Dorlissa Beyer will be recording the meeting minutes.

### **Notice of Meeting and Agenda**

The meeting was preceded by publicized notice in the Fremont Tribune and the agenda is posted in the East Office of Keene Memorial Library, temporarily located at 925 North Broad Street, online at [www.fremontne.gov](http://www.fremontne.gov) and distributed by email. A copy of the Open Meetings Act is posted continually for public inspection and is located near the entrance of the meeting room.

### **Agenda**

Motion to adopt current agenda for August 21, 2023 regular meeting. Board Member Pence moved, seconded by Board Member Rathke, to adopt the agenda for August 21, 2023 Library Board Meeting. Ayes: Pence, Moenning, Rathke and McClain.

Motion carried 4-0 with one board member absent.

### **Reading of Minutes**

Board Member Moenning moved to dispense with and approve the July 17, 2023 board minutes, seconded by Board Member Pence. Ayes: Pence, Moenning, Rathke and McClain.

Motion carried 4-0 with one board member absent.

### **Unfinished Business**

- a. Fourth draft of policies for review – Juvenile Borrower Types, Computer and Internet Policy, Digital Projector, Display & Collection Development/Selection**

Board Member Pence moved to approve the fourth draft of the policies and recommend to City Council for approval. Seconded by Board Member Moenning. Ayes: Pence, Moenning, Fiala, Rathke, and McClain. Motion carried 5-0.

### **Reports**

#### **Library Director's Report Month in Review**

No action taken.

**Statistics**

No action taken.

**Expansion Project Update**

No action taken.

**Friends of the Library Update**

No action taken.

**Finance – Library Expenditures Report for May 2023**

No action taken.

With no further business, motion to adjourn was made by Board Member Moenning and seconded by Board Member Fiala; Time: 7:10 p.m. Ayes: Pence, Moenning, Rathke, Fiala and McClain.

Motion Carried 5-0

**Next Regular Board Meeting will be held September 18, 2023 at 6:30 pm –City Council Chambers in the Municipal Building 2<sup>nd</sup> Floor.**

Prepared by Laura England-Biggs, Library Director

Signed by Amanda Moenning, Library Board Secretary

**FOURTH DRAFT Updates to KML Policy Manual incl. collection development approved by Library Board AUGUST 21 2023 and reviewed by legal counsel**

**6.3 Borrower Types**

**6.3.1 Juvenile Collection Only Cards**

**6.3.1.1** Parents or legal guardians wishing to have their child access materials from the Juvenile section only may opt-in to that card type. Ask a library staff member for assistance.

**6.3.1.2** Cards of this type will not have access to YA (teen) or Adult materials, including DVDs from the Adult collection. They will only be able to check out Juvenile materials from the physical collection, including books, books on CD, Playaways and Launchpads, and Children's DVDs.

**6.3.1.3** Libby and OverDrive offer parental controls for parents wishing to limit their child's reading on that platform.

**6.3.1.4** When the child turns 19, the card will be transitioned to an adult card.

**6.3.2 Juvenile and YA Collection Only Cards**

**6.3.2.1** Parents or legal guardians wishing to have their child access materials from the Juvenile and YA sections only may opt-in to that card type. Ask a library staff member for assistance.

**6.3.2.2** Cards of this type will not have access to Adult materials, including DVDs from the Adult collection. They will only be able to check out Juvenile or YA (teen) materials from the physical collection, including books, books on CD, Playaways and Launchpads, and Children's DVDs.

**6.3.2.3** Libby and OverDrive offer parental controls for parents wishing to limit their child's reading on that platform.

**6.3.2.4** When the child turns 19, the card will be transitioned to an adult card.

**8. COMPUTER AND INTERNET POLICY**

**8.1. General Information:**

**It is the policy of Keene Memorial Library to (a)**

prevent user access over its computer network to, or transmission of, inappropriate material via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act [Pub. L. No. 106-554 and 47 USC 254(h) 47 U.S.C.S. §254 and 47 C.F.R. §54.520] (CIPA).

Public Internet and computer access is available at the library without charge. Many online databases and information sites may be accessed through the Internet. In addition, the library provides software for word processing, database research, and children's educational and recreational games.

**8.1.1.** Library staff members are available to assist users with logging on to computers and to troubleshoot basic computer problems as time permits. For more extensive assistance, the library offers its Book-a-Librarian program.

**8.1.2.** To the extent practical, technology protection measures (or "Internet filters") shall be used to block or filter Internet access to inappropriate information.

Specifically, as required by CIPA, blocking shall be applied to visual depictions of material deemed obscene or child pornography, or to material deemed harmful to minors.

Obscene material, material harmful to minors, and gambling sites are blocked from viewing on all library computers as proscribed by Neb. Rev. Stat. §28-808, Neb. Rev. Stat. §28-809, Neb. Rev. Stat. §28-813

and Neb. Rev. Stat. §28-1107 and CIPA [47 U.S.C.S. §254 and 47 C.F.R. §54.520] .

The library uses an Internet filter which is continuously updated. If a patron feels the site they wish to view has been unnecessarily blocked, they should inform a library staff member. Subject to staff supervision, technology protection measures may be temporarily disabled for adults, or in the case of minors, minimized only for bona fide research or other lawful purposes.

**8.1.2.** Internet users are responsible for content selected for viewing. To the extent practical, steps shall be taken to promote the safety and security of users of the Keene Memorial Library online computer network, when using e-mail and other forms of direct online communication. Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes (a) unauthorized access, including so-called "hacking," and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

~~Obscene material, material harmful to minors, and gambling sites are blocked from viewing on all computers as proscribed by Neb. Rev. Stat. §28-808, Neb. Rev. Stat. §28-809, Neb. Rev. Stat. §28-813 and Neb. Rev. Stat. §28-1107. The library uses a filter which is continuously updated. If you feel that the site you wish to view has been unnecessarily blocked, inform a library staff member.~~

**8.1.3.**

## DELETE THIS ENTIRE SECTION – NO LONGER OWN THE PROJECTOR

### 10.9. Digital Projector

~~10.9.1. The digital projector may be borrowed by Keene Memorial Library card holders ages 19 and above who have Library cards in good standing (i.e. library card is not blocked due to unpaid fees or lost material) and who have proof of permanent residence.~~

~~10.9.2. Checkout is limited to one per household at any given time for a period of three weeks with no renewals.~~

~~10.9.3. The device needs to be returned to the Circulation Desk, not the book drop, and needs to be complete upon return. (No missing cords, remotes or instructions.)~~

~~10.9.4. The Library reserves the right to refuse service to patrons who abuse equipment or who are repeatedly late in returning electronic devices. **Three (3) late returns/book drop returns/missing item returns for any device checked out will result in being permanently banned from borrowing all electronic devices.**~~

## 12. EXHIBITS, DISPLAYS, AND BULLETIN BOARDS

12.1. The purpose of displays in the library is to enrich the educational, informational, and recreational quality of life of all citizens of the City of Fremont in addition to all library patrons.

~~12.1.~~ 12.2. Book displays are provided by library staff developed by staff in order to highlight portions of the Library's collection. Books Materials selected for display should follow the same criteria as laid out in the Materials Selection Policy regarding quality, diversity, and community interest.

~~No displays may be made to~~ Displays should -promote ~~singular~~ multiple viewpoints, opinions, or political stances, ~~and may not or to~~ promote a single business.

~~12.2.~~ 12.1. The purpose of displays in the library is to enrich the educational, informational, and recreational quality of life of all citizens of the City of Fremont in addition to all library patrons.

~~12.3. The Keene Memorial Library will support~~ provide free display spaces for ~~community-based non-profit~~ organizations and agencies located within its legally defined service area and local, State or Federal

agencies offering services in the same area. In doing so, the ~~Keene Memorial Library~~ serves as an community-based educational, informational, and civic resource ~~for the citizens of the City of Fremont. Such displays need prior approval from the library director or their designee.~~

**12.4.** The library's provision of display space to non-library groups does not constitute sponsorship or endorsement of the policies, views, or beliefs of the group. ~~Only non-profit groups may provide displays.~~

**12.5.** The library reserves the right to establish time, place and manner format restrictions for the display of materials.

~~12.6. The library also reserves the right to restrict the geographic area from which materials will be accepted and to determine the frequency with which material may be posted for the same group.~~

~~12.7.~~**12.6.** All date-specific postings will be removed and discarded within one week of the event.

~~12.8.~~**12.7.** Postings such as those for pre-school educational organizations or mutual support groups will be reviewed every six months for relevancy.

**12.8.** Space allocation is a major consideration in decision-making about postings. The library reserves the right to determine the frequency with which material may be posted based on library needs and space availability as determined by the Library Director or their designee.

## 15. COLLECTION DEVELOPMENT POLICIES

~~The~~ Keene Memorial Library supports a policy of full access to library materials as follows:

~~All materials in the collection may be used by anyone regardless of age.~~

Keene Memorial Library recognizes the pluralistic nature of this community and the varied backgrounds and needs of all citizens, regardless of race, age, creed, or political persuasion. In a democratic society, patrons should feel free to explore any and all ideas in order to decide which are meaningful to them. All materials in the collection may be used by anyone. Therefore, the library, within the limits of selection standards, chooses representative material espousing all points of view in all fields, including political, social, and religious. Keene Memorial Library upholds the principles of intellectual freedom for all users.



Keene Memorial Library believes that censorship is an individual matter, and declares that while anyone is free to reject for oneself materials which do not meet with the individual's approval, one cannot exercise this right of censorship to restrict the freedom of others. Keene Memorial Library supports respects the right of each family to decide which items are appropriate for use by its children. Responsibility for a child's use of library materials lies with his or her parent or guardian.

In building collections, library staff is guided by the principle of selection, rather than censorship. Furthermore, the selection of a given item for a library's collections should not be interpreted as an endorsement of a particular viewpoint.

The Library Bill of Rights will be the foundation of the Collection Development process.

### **15.1. Selection Policy**

**15.1.1.** General Criteria for selecting library materials include: (an item need not meet all of the criteria to be acceptable)

- \* Public demand, interest or need which is pursued through careful consideration of the following: patron requests for purchase, use patterns for existing materials, purchase trends of similar materials from retailers, and any other source of community information indicating community interests.
- \* Diversity, which is pursued by attempting to meet the needs of all ages, backgrounds, and educational levels by providing as many subject fields as possible, and by providing alternative perspectives as well as popular materials.
- \* Quality, which is pursued by applying professional discretion and standards established by the Library profession and through the use of appropriate selection aids, including book reviews, best seller lists, award lists, etc.
- \* Reflection of the community, which is pursued by specifically considering materials that possess significance due to the locality of the author, illustrator, publisher, subject or setting.
- \* Undue duplication of materials is avoided, either in the library itself, or within other institutions in the community. Esoteric or very technical works, and materials available

elsewhere to special interest groups, are generally excluded from the collection. Materials may also be excluded if the existing collection already covers the field. The Library's Interlibrary Loan service is available to supplement our local collection as needed

\* Materials with formats that do not conform with or lend themselves to Library use are usually excluded.

It is the intent of ~~the~~ Keene Memorial Library to ~~stock~~ have materials available that presenting diverse viewpoints on all subjects, and to attempt to satisfy a wide variety of patrons with differences in tastes, interests, reading levels, and purposes. Selection of materials does not constitute or imply agreement with or approval of the content, viewpoint, implications, or presentation of the materials. Library materials will not be labeled, marked, or otherwise identified to show approval or disapproval of contents, and no catalogued item shall be sequestered, except for the express purpose of protecting it from injury or theft.

## 15.2. Selection of Materials

**15.2.1.** "Selection" refers to the process that determines which materials are added to the collection or retained in the collection.

**15.2.2.** The responsibility for selection is shared by the professional library staff, who are required to have post-secondary degrees in Library Science. The ultimate responsibility for the selection of materials rests with the Library Director, who is required to have a Master's Degree in Library Science. ~~The responsibility for selection is shared by the professional library staff.~~

~~15.2.2.~~ **15.2.3.** Selection of materials shall be made in a manner that distinguishes between personal convictions and professional standards for collection development.

~~15.2.3.~~ **15.2.4.** The library will maintain access to a collection of up-to-date selection tools to aid staff in the decision-making process, such as reviewing services and catalogs of recommended purchases. Examples of these resources are:

professional journals, collection development tools from vendors, and supporting electronic resources.

~~15.2.4.~~15.2.5. The library will always strive to balance general demand with those of special group interests, and to actively work to present both sides of controversial subject matter in a balanced and fair manner. The addition of material to the library does not constitute or imply agreement with or approval of its content, but assures that a variety of differing points of view are represented.

~~15.2.5.~~15.2.6. Public demand is a valid factor in materials selection. However, we also consider the interests of the few patrons as well as the many. Patrons may request materials not found in the library collection. These requests will be considered for purchase and addition to the collection. Interlibrary loan services (see section 11) may be utilized to obtain requested materials if they are not purchased.

~~15.2.6.~~15.2.7. Library staff is not able to purchase materials through telephone solicitation or online retail vendors, nor will they accept preview boxes from vendors. All approved vendors must be willing to accept City purchase orders and payment terms.

### **15.3. Specific Selection Criteria**

**15.3.1.** Materials selections are made on the basis of any one, several, or all of the following specific criteria:

\* A positive review in at least one standard Library review journal, including but not limited to Library Journal, Publisher's Weekly, Kirkus Reviews, Booklist, School Library Journal, or Horn Book

\* Awarding of a significant literary honor, or other significant honor appropriate for the form of the work (Grammy, Pulitzer, Academy Award, etc.)

\* A high standard of quality in content, expression, and physical attributes

\* Contents that are timely, ~~accurate~~, and representative of various viewpoints

\* Significant reputation of the author, editor, publisher, producer, or illustrator

- \* Contemporary significance, potential usefulness, appeal or cultural value of the title
- \* Reasonable cost with regard to budget restrictions
- \* Appearance on a Best Seller list as a reputed indicator of popular demand

\* Titles that appear on the ALA Most Challenged Books list for the previous two years shall be reviewed by the professional library staff prior to consideration for inclusion in the collection

~~\* Juvenile titles will be screened by professional library staff to avoid sexually explicit content, including actual, simulated, or animated physical contact with human genitalia or sexual activities~~

\* Materials may be reviewed by professional library staff for inappropriate topics, including but not limited to sexually explicit content.

**15.3.2.** Formats collected include but are not limited to books, periodicals, newspapers, maps, audio and video recordings, graphic novels, and online databases. These formats may be collected in physical print or electronic form. New and/or emerging formats will be considered when appropriate. The general collection does not include items that will not withstand circulation.

**15.4.** Intended audiences for the collections include:

\* Juvenile area ~~targets~~ birth to 12 years old

\* Young Adult area ~~targets~~ ages 13 and up to 18 years old

~~However, m~~Many factors affect what material is appropriate for an individual child, including but not limited to reading level, maturity, and personal beliefs. ~~The~~ Library staff cannot act in place of the parent or legal guardian in selecting what materials is appropriate for a particular child. Responsibility for children's use of library materials, regardless of format, rests with their parent(s) or legal guardian(s).

**15.5. Weeding**

Library materials are continuously assessed for their condition, accuracy, currency, and use within the context of the total Library Collection. Items may be withdrawn from the collection for any of

these reasons. This continuous evaluation of materials is necessary to maintain a collection that is useful and relevant to the library's patrons, as well as maintaining a collection size that fits within the current area available for housing materials.

## 15.6. Challenges to Library Materials

Individuals who are concerned about the appropriateness of library resources may make an informal complaint in public and to library staff members.

Patrons finding certain specific materials objectionable to the community may request that they be reconsidered by using the "Request for Reconsideration" form as described below pursue that concern as detailed below. "Request for Reconsideration" forms will be returned to the Library Director.

The following steps will be used when an individual feels that further action is necessary to address concerns about a library resource.

For the duration of this process, the material in question will remain in circulation in the library collection.

**15.6.1.** A concerned patron who is dissatisfied with earlier informal discussions should schedule a meeting with the library director and appropriate professional staff to discuss their concerns.

**15.6.1.15.6.2.** If the matter is not resolved in the discussion, the patron will be offered a packet of materials that includes the library's mission statement, selection policy, and request for reconsideration form, and the Library Bill of Rights.

**15.6.3.** Patrons are required to complete and submit a request for reconsideration form to the library director in order for material to be formally reviewed.

**15.6.4.** Patrons may only have one active reconsideration request at any given time. Active reconsideration requests include those undergoing an appeal.

**15.6.2.15.6.5.** Only one challenge per title will be allowed at any given time. Multiple challenges received

within the same week may be consolidated and treated as one request.

~~15.6.3.~~15.6.6. The director, with ~~appropriate~~ assistance from professional staff, will review the reconsideration form and the material in question, to consider whether its selection follows the criteria stated in the collection policy.

~~15.6.4.~~15.6.7. Within ~~15-30~~ business days, the director will make a decision and send a certified letter to the concerned person who requested the reconsideration, stating the reasons for the decision.

~~15.6.5.~~15.6.8. If the individual is not satisfied with the decision, a written appeal may be submitted within 10 business days of receipt of the decision to the Library Advisory Board.

~~15.6.6.~~15.6.9. If the Library Advisory Board plans to address the appeal at their board meeting, the individual will be notified of when and where the meeting will be held.

~~15.6.7.~~ ~~The Board reserves the right to limit the length of public comments.~~

15.6.10. The decision of the Library Advisory Board is final, subject to review by the Fremont City Council.

15.6.11. If the material is retained, the library will not consider another request for reconsideration for the same title for two calendar years.

~~15.6.8.~~15.6.12. If the material is removed from the collection, the title will not be considered for repurchase for at least two calendar years.

~~15.7. Copies of the ALA Freedom to Read Statement, the ALA Freedom to View Statement, the ALA Code of Ethics, and the ALA Library Bill of Rights are included in Appendix A.~~

## Monthly Statistics Report for Keene Memorial Library Board

July 2023

<b>Circulation</b>	
<b>Total Checkouts</b>	12,336
Physical checkouts	6,851
Download Checkouts	5,485
<b>Cardholders as of the end of the month</b>	7,407
New cards issued this month	47
Borrowers deleted	2
<b>Total items in collection</b>	
Physical items	54,488
Total OverDrive items	61,102
Total Comics Plus items	26,003
Total Freegal Items	18,000,000
Total new physical items	819
Total physical items discarded	124
<b>Programming</b>	
<b>Number of programs</b>	
Children's	8
Teens	-
Adults	2
General	3
Passive Programs	3
<b>Attendance</b>	
Children's	124
Teens	-
Adults	17
General	133
Passive Program Participation	156
<b>Book-a-Librarian sessions</b>	4
<b>Outreach Visits</b>	18
Outreach Attendance	928
<b>Technology Statistics</b>	
Website Visits	5,909
WiFi Visits	2,171
Online Learning	18
Database Research	845
Internet Computer Lab Use	266
Public Printing	551

## Monthly Statistics Report for Keene Memorial Library Board

August 2023

<b>Circulation</b>	
<b>Total Checkouts</b>	12,719
Physical checkouts	7,046
Download Checkouts	5,673
<b>Cardholders as of the end of the month</b>	7,463
New cards issued this month	56
Borrowers deleted	-
<b>Total items in collection</b>	
Physical items	54,628
Total OverDrive items	61,533
Total Comics Plus items	26,168
Total Freegal Items	18,000,000
Total new physical items	253
Total physical items discarded	113
<b>Programming</b>	
<b>Number of programs</b>	
Children's	14
Teens	-
Adults	1
General	-
Passive Programs	4
<b>Attendance</b>	
Children's	121
Teens	-
Adults	3
General	-
Passive Program Participation	314
<b>Book-a-Librarian sessions</b>	6
<b>Outreach Visits</b>	15
Outreach Attendance	237
<b>Technology Statistics</b>	
Website Visits	6,141
WiFi Visits	2,417
Online Learning	133
Database Research	1,071
Internet Computer Lab Use	310
Public Printing	1,456



**NLFS001 Auditors Trial Balance**

Accounting Period: 11/2023

Fund(s): 001 - General Fund

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Page 1

**Fund: 001 - General Fund**

Account	Account Description	FYTD through 8/31/2023	Original Budget	Encumbered	Budget Balance	Prior Year Actual	Prior Two Years Actual
001-2031-419.20-12	Communications	2,855.72	2,500.00	1,964.08	(2,319.80)	1,221.18	2,400.00
001-2031-419.20-65	Service Agreements	22,389.09	25,500.00		3,110.91	24,748.71	28,026.79
001-2031-419.20-99	Other Contractual Service					747.50	
001-2031-419.30-55	Software	5,744.75	5,500.00		(244.75)	2,485.72	5,486.10
001-2031-419.30-56	Parts/Mach & Equipment		16,000.00		16,000.00	1,888.51	718.66
001-2031-455.10-10	Salaries/Wages	508,843.41	624,232.00		115,388.59	593,882.41	463,993.58
001-2031-455.10-14	Health Insurance	82,953.96	95,762.00		12,808.04	91,737.05	110,909.22
001-2031-455.10-15	Overtime Wages	133.67	1,750.00		1,616.33	1,308.32	207.10
001-2031-455.10-22	FICA/Medicare	37,536.03	46,795.00		9,258.97	43,984.55	33,851.10
001-2031-455.10-23	Pension	21,107.64	24,766.00		3,658.36	20,200.48	15,991.38
001-2031-455.20-11	Postage & Printing	1,600.00	5,550.00	3,200.00	750.00	1,607.76	1,600.00
001-2031-455.20-13	Training & Travel	2,442.49	12,000.00		9,557.51	7,134.79	3,016.24
001-2031-455.20-33	Legal Advertising	411.93	100.00		(311.93)	61.13	50.13
001-2031-455.20-41	Utility Services	34,979.86	52,000.00		17,020.14	40,264.00	41,991.45
001-2031-455.20-60	Repairs & Maintenance	2,342.20	10,000.00		7,657.80	4,446.48	3,787.96
001-2031-455.20-65	Service Agreements	14,539.37	33,000.00	14,339.00	4,121.63	21,451.42	22,735.27
001-2031-455.20-70	Rents	1,280.28	800.00	310.00	(790.28)	4,099.28	590.28
001-2031-455.20-93	Dues & Subscriptions	17,503.68	19,000.00		1,496.32	17,037.25	17,049.27
001-2031-455.20-98	Taylor collection		500.00		500.00	259.06	469.19
001-2031-455.20-99	Other Contractual Service	209,918.69	34,000.00	1,439.46	(177,358.15)	59,801.22	21,436.26
001-2031-455.30-31	Office Supplies	3,378.14	10,000.00	88.36	6,533.50	2,770.59	3,011.77
001-2031-455.30-35	Printing	150.00	500.00		350.00	670.27	767.42
001-2031-455.30-41	Food Supplies	43.22	4,000.00		3,956.78	114.28	345.20
001-2031-455.30-44	Fuel/Oil/Grease	52.65	200.00		147.35	78.85	33.96
001-2031-455.30-49	Bldg/Structural Materials	2,660.36	10,000.00		7,339.64	5,117.72	6,241.12
001-2031-455.30-51	Books & Periodicals	114,950.61	125,000.00	14,602.21	(4,552.82)	116,671.86	139,526.82
001-2031-455.30-63	MV Fuel Parts	145.72			(145.72)	693.73	37.17
001-2031-455.30-76	Signs		1,000.00		1,000.00		
001-2031-455.30-79	Other Commodities	1,479.79	10,000.00	172.76	8,347.45	15,280.95	4,382.96
001-2031-455.40-13	Bldg/Improve Acquisition	5,498,780.35	3,628,919.00	3,438,092.52	(5,307,953.87)	319,774.33	197,315.00
001-2031-455.40-99	Other Capital Outlay			3,748.00	(3,748.00)		

Server Name: frmt-cog.asp.gov.com

User Name:

		6,588,223.61	4,799,374.00	3,477,956.39	(5,266,806.00)	1,399,539.40	1,125,971.40
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