



**Hudson Area Joint Library
Finance Committee
Meeting Notice and Agenda
6:00 PM, February 18, 2014
700 First Street, Hudson, WI**

1. Call to Order, Roll Call, Certification of Quorum, Certification of Compliance with Open Meeting Laws and Public Records Laws, Introduction of Visitors and Staff
2. Approve Agenda
3. Disposition of the prior committee meeting Minutes (January 21, 2014)
4. Set date for next meeting (March 18, 2014)
5. Discussion and possible recommendation financial reports
6. Review current invoices and/or expenses
 - a. Discussion and recommendation on regularly recurring expenses that are within the Board approved 2014 budget
 - b. Discussion and recommendation on invoices that are not recurring or are not within the 2014 Budget
7. Old business
 - a. Discussion and recommendation on January-December 2014 Budget vs. Actual to Date
 - i. Review of new financial report format by Vanselow
 - ii. Discussion and recommendation on fund balance
 - iii. Discussion and recommendation on municipal funding
 - iv. Discussion and recommendation on funding campaign
 - v. Status on Programming Communications Specialist position
8. New business
9. Committee comments and items for future agendas
10. Adjourn

Our Hudson Area Library provides a community gathering place where knowledge flows freely, nurturing lifelong learning.

Finance Committee Members: Rich Vanselow (Chair, LT), Dave Ostby (LT), Karen Homeier (LT).

Emailed Agenda to Committee Members, Joint Municipalities and Board Members: 02/10/2014.

Emailed to Media 02/07/2014

NOTES:

Some Agenda items may be taken up earlier in the meeting, or in a different order than listed. Notice is hereby given that a majority of the members of the Hudson Area Joint Library Board of Trustees may be present at the foregoing meeting. This may constitute a meeting of the Library Board of Trustees pursuant to State ex. Rel. Badke v. Greendale Village Board, 174 Wis.2d 553, 494 N.W.2d 408 (1993), although the Board of Trustees will not take any formal action at this meeting. Upon reasonable notice, an interpreter or other auxiliary aids will be provided at the meeting to accommodate the needs of the public. Please contact the Library Director at 715-386-3101 ext. 105.



**Hudson Area Joint Library
Unapproved Meeting Minutes
Finance Committee
6:00 PM, January 21, 2014
700 First Street, Hudson, WI**

1. **MEETING CALLED TO ORDER BY VANSELOW AT 6:00 PM**
Present: Rich Vanselow, Karen Homeier, and Dave Ostby
Staff: Linda Donaldson, Library Director
2. **APPROVE AGENDA**
Approved.
3. **DISPOSITION OF THE PRIOR COMMITTEE MEETING MINUTES (DECEMBER 17, 2013)**
Approved.
4. **SET DATE FOR NEXT MEETING**
Tuesday, February 18, 2014
5. **DISCUSSION AND POSSIBLE RECOMMENDATION FINANCIAL REPORTS**
Committee requested invoices for claims to be paid \$11,016.40.
6. **REVIEW CURRENT INVOICES AND/OR EXPENSES**
 - a. Discussion and recommendation to the Board for Board action
MOTION by Ostby, seconded by Homeier, to recommend approval of claims for \$60,594.06 that included December 2013 and January 2014 expenditures. Vote taken. All ayes. MOTION CARRIED.
7. **OLD BUSINESS**
 - a. Discussion and possible action January - December 2013 Budget vs. Actual to Date
Committee members discussed less donation revenue of -\$5,937. Vanselow will discuss this with Soltis, City Finance Officer. The fund balance is \$227,705.61.
 - b. Discussion and possible action January - December 2014 Budget vs. Actual to Date
Committee reviewed the January claims and recommended payment.
8. **NEW BUSINESS**
None.
9. **COMMITTEE COMMENTS AND ITEMS FOR FUTURE AGENDAS**
None.
10. **ADJOURN**

Minutes prepared by Linda Donaldson

Hudson Library Revenue and Expenditure Report

2/13/2014

January - December 2014

Actual vs. Budget	Code	Budget	January	February	March	Actual to Date	Amount Remaining	Percent Remaining
Revenue								
City of Hudson	49210	283,037				-	-283,037	-100%
Village of N. Hudson	47302	80,917				-	-80,917	-100%
Town of Hudson	47303	182,417				-	-182,417	-100%
Town of St. Joseph	47304	82,655				-	-82,655	-100%
St. Croix County	47311	82,652				-	-82,652	-100%
Other Counties	47311	7,085	1,766			1,766	-5,319	-75%
Copies, Fines, Misc.	46710	40,000	2,977			2,977	-37,023	-93%
Donation - Friends Pledge	48563	15,000				-	-15,000	-100%
Donation - Bridge the Gap	48564	10,000	375			375	-9,625	-96%
Donations - History Collection	48562	0				-	0	
Donations - Other	48500	0				-	0	
Interest	48100	0				-	0	
Transfer - Impact fees	49220	0				-	0	
Total Revenue		783,763	5,118	0	0	5,118	-778,645	-99%
Staff Compensation								
Full Time Salaries	121	153,285	11,261			\$ 11,261	142,024	93%
Overtime Salaries	122	150	0			\$ -	150	100%
Part Time Salaries	125	214,368	11,091			\$ 11,091	203,277	95%
FICA	151	28,843	2,833			\$ 2,833	26,010	90%
Pension	152	20,020	2,289			\$ 2,289	17,731	89%
Health Insurance	154	75,970	12,386			\$ 12,386	63,584	84%
Life Insurance	155	250	0			\$ -	250	100%
							0	
Staff Compensation Subtotal		492,886	39,861	0	0	\$ 39,861	453,025	92%

Hudson Library Revenue and Expenditure Report

2/13/2014

January - December 2014

2012 Actual vs. Budget	Code	Budget	January	February	March	Actual to Date	Amount Remaining	Percent Remaining
General Operating Expenses								
Hudson Finance/Personnel Fee	213	13,752	1,146			1,146	12,606	92%
IFLS-operating/maintenance	216	53,000	40,341			40,341	12,659	24%
Telephone	225	3,600	16			16	3,584	100%
Contracted Maint. & Repair	249	600	89			89	511	85%
Programming - Adult	294	1,000	0			-	1,000	100%
Programming - Children	295	2,700	0			-	2,700	100%
Maintenance Agmt/Leases	298	5,500	744			744	4,756	86%
Contract Services	299	5,000	200			200	4,800	96%
Postage	311	2,500	18			18	2,482	99%
Office Supplies	312	15,000	1,688			1,688	13,312	89%
Memberships	324	500	0			-	500	100%
Advertising	326	1,000	0			-	1,000	100%
Staff Development	338	1,600	0			-	1,600	100%
Maint & Repair Supplies	357	500	0			-	500	100%
Books	395	65,000	4,565			4,565	60,435	93%
Technology	396	8,500	602			602	7,898	93%
Periodicals	397	7,000	46			46	6,954	99%
Audio-Visual	398	18,000	84			84	17,916	100%
Activity Fund	399	1,500	0			-	1,500	100%
Ins. Workers Comp	510	800	1,033			1,033	-233	
Ins. Public Liab.	511	2,700	1,615			1,615	1,085	40%
Ins. Public Officials	513	2,100	1,934			1,934	166	8%
Ins. Property Ins.	517	1,414	1,614			1,614	-200	-14%
Bld. Occupancy Exp.	532	132,414	11,035			11,035	121,379	92%
Furniture & Furnishings		0				-	0	
General Operating Subtotal		345,680	66,770	0	0	66,770	278,910	81%
Total Expenses		838,566	106,630	0	0	106,630	731,936	87%
NET REVENUE (EXPENSE)		-54,803	-101,512	0	0	(101,512)	46,709	
Less Donation Revenues			0	0	0	-	-	
Add transfer of donations						-	-	
Add Donation Expenditures			0	0	0	-	-	
OPERATING REV. (EXP)		-54,803	-101,512	0	0	(101,512)	46,709	

Hudson Library Revenue and Expenditure Report

2/13/2014

January - December 2014

Capital Expenditures		Budget	January	February	March	Actual to Date	Amount Remaining	Percent Remaining
Donations Cash Accounts	11381							
Cash Balance - beginning			10,473	10,473	10,473	10,473		
Donation - Private Org/Ind	48500		0	0	0	-		
Interest earnings						-		
Less transfer to Library operating						-		
Less expenditures from donations						-		
Cash Balance - end			10,473	10,473	10,473	10,473		

History Collection Account	11385							
Cash Balance - beginning			161	161	161	161		
Donations - History Collection	48562		0	0	0	-		
Interest Earned						-		
Less expenditures from donations						-		
Cash Balance - end			161	161	161	161		
Library Impact Fees								
Cash Balance - beginning			0	0	0	-		
Fees collected			256			256		
Interest Earned						-		
Less fees transferred to Capital Projects			-256			(256)		
Cash Balance - end			0	0	0	-		

		ANNUAL	ENCUMBERED	ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		Revisd Bdgt		AND IN PROCESS	AND IN PROCESS	BALANCE	F	9	FIL
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.			
240	HUDSON AREA JOINT LIBRARY								
70	LIBRARY								
55111	LIBRARY PERSONAL SERVICES								
121	SALARY-WAGES FULL-TIME	153,285.00		0.00	11,260.88	11,260.88	142,024.12	7	
X-010114-730	PAYROLL ACCRUAL	1			6,641.55-	YE PAYROLL ACCRUAL			A
X-010114-887	RECORD ACCRUED PAYROLL				1,093.68-	12/28-12/31 PAID 1/18/14			A
P-010314-886	PAYROLL BIWEEKLY	010314			6,641.55	CODE-B, PER#-1, FUND- 240			A
P-011714-007	PAYROLL BIWEEKLY	011714			6,089.35	CODE-B, PER#-2, FUND- 240			A
P-013114-009	PAYROLL BIWEEKLY	013114			6,265.21	CODE-B, PER#-3, FUND- 240			A
122	SALARY-WAGES OVERTIME	150.00		0.00	0.00	0.00	150.00	0	
125	SALARY-WAGES PART TIME	214,368.00		0.00	11,091.12	11,091.12	203,276.88	5	
X-010114-730	PAYROLL ACCRUAL	1			6,531.87-	YE PAYROLL ACCRUAL			A
X-010114-887	RECORD ACCRUED PAYROLL				1,391.07-	12/28-12/31 PAID 1/18/14			A
P-010314-886	PAYROLL BIWEEKLY	010314			6,531.87	CODE-B, PER#-1, FUND- 240			A
P-011714-007	PAYROLL BIWEEKLY	011714			6,373.64	CODE-B, PER#-2, FUND- 240			A
P-013114-009	PAYROLL BIWEEKLY	013114			6,108.55	CODE-B, PER#-3, FUND- 240			A
133	LONGEVITY	0.00		0.00	0.00	0.00	0.00	0	
151	FICA	28,843.00		0.00	2,833.38	2,833.38	26,009.62	9	
P-010314-886	PAYROLL BIWEEKLY	010314			973.52	CODE-B, PER#-1, FUND- 240			A
P-011714-007	PAYROLL BIWEEKLY	011714			919.17	CODE-B, PER#-2, FUND- 240			A
P-013114-009	PAYROLL BIWEEKLY	013114			940.69	CODE-B, PER#-3, FUND- 240			A
152	RETIREMENT	20,020.00		0.00	2,289.10	2,289.10	17,730.90	11 -	
P-010314-886	PAYROLL BIWEEKLY	010314			801.57	CODE-B, PER#-1, FUND- 240			A
P-011714-007	PAYROLL BIWEEKLY	011714			757.95	CODE-B, PER#-2, FUND- 240			A
P-013114-009	PAYROLL BIWEEKLY	013114			729.58	CODE-B, PER#-3, FUND- 240			A
154	HEALTH INSURANCE	75,970.00		0.00	12,386.10	12,386.10	63,583.90	16 -	
P-010314-886	PAYROLL BIWEEKLY	010314			2,443.05	CODE-B, PER#-1, FUND- 240			A
P-011714-007	PAYROLL BIWEEKLY	011714			2,443.05	CODE-B, PER#-2, FUND- 240			A
V-012114-926 01216	AUL	074961 11714 HRS			7,500.00	1.17.14 HRA CONTRIB		N	A
155	LIFE INSURANCE	250.00		0.00	0.00	0.00	250.00	0	
TOTAL: PERSONAL SERVICES		492,886.00		0.00	39,860.58	39,860.58	453,025.42	8	
	CONTRACTUAL SERVICES								
212	LEGAL SERVICES	0.00		0.00	0.00	0.00	0.00	0	
213	PROFESSIONAL SERV-AUDIT/ACCT	13,752.00		0.00	1,146.00	1,146.00	12,606.00	8	
J-010614-758	ADM CHARGE				1,146.00	MONTHLY ADM CHG			A
216	LIBR REIMB - CO/INDIANHND FED	53,000.00		0.00	40,341.00	40,341.00	12,659.00	76	-----
V-013114-101 09015	INDIANHEAD FEDERATED	000000 M214079			38,256.00	M214079	026554	F N	A
V-013114-101 09015	INDIANHEAD FEDERATED	000000 214017			285.00	MOVIE LICENSING 214017	026555	F N	A

		ANNUAL	ENCUMBERED	ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		Revisd Bdgt		AND IN PROCESS	AND IN PROCESS	BALANCE			
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F	9	FIL
240	HUDSON AREA JOINT LIBRARY								
70	LIBRARY								
55111	LIBRARY								
216	LIBR REIMB - CO/INDIANHD FED								
V-013114-101	09015 INDIANHEAD FEDERATED	000000	214040	1,800.00	ADD'L DAYS 214040	026556	F	N	A
217	OTHER CONSULTING SERVICES	0.00	0.00	0.00	0.00	0.00	0		
225	TELEPHONE	3,600.00	0.00	16.12	16.12	3,583.88	0		
V-013114-101	03028 CENTURYLINK	000000	1288184495	16.12	715.386.8107		P	N	A
249	CONTRACTED MAINT & REPAIR	600.00	0.00	89.00	89.00	511.00	14	-	
V-013114-101	13010 NAT'L ELEVATOR INSPECTIO	000000	0137471	89.00	ELEVATOR INSPECTION			N	A
294	PROGRAMMING - ADULT	1,000.00	0.00	0.00	0.00	1,000.00	0		
295	PROGRAMMING - CHILDREN	2,700.00	0.00	0.00	0.00	2,700.00	0		
298	MAINTENANCE AGMT & LEASES	5,500.00	0.00	744.00	744.00	4,756.00	13	-	
V-010814-792	10026 EO JOHNSON OFFICE TECHNO	074984	I00123228	185.00	100123228	026348	F	N	A
V-013114-101	10025 EO JOHNSON OFFICE TECHNO	000000	CNIN678351	199.00	CNIN678351	026549	F	N	A
V-013114-101	10025 EO JOHNSON OFFICE TECHNO	000000	CNIN678355	175.00	CNIN678355	026550	F	N	A
V-013114-101	10026 EO JOHNSON OFFICE TECHNO	000000	I0029445	185.00	100129445	026644	F	N	A
299	OTHER CONTRACTUAL SERVICES	5,000.00	0.00	200.00	200.00	4,800.00	4		
V-013114-101	.3229 DEPT OF PUBLIC INSTRUCTI	000000	12665	200.00	WISCAT LICENSE FEE			N	A
TOTAL: CONTRACTUAL SERVICES		85,152.00	0.00	42,536.12	42,536.12	42,615.88	49	----	
SUPPLIES & EXPENSES									
311	POSTAGE	2,500.00	0.00	18.01	18.01	2,481.99	0		
X-010114-737	Y/E POSTAGE	1		5.52-	Y/E POSTAGE				A
J-013114-909	JANUARY ENTRIES	1		9.66	1/15 TRANSFER				A
V-013114-101	08160 ASSOCIATED BANK	000000	RECEIPTS	13.87	POSTAGE	026654	F	N	A
312	OFFICE SUPPLIES	15,000.00	0.00	1,687.91	1,687.91	13,312.09	11	-	
V-013114-101	04055 DEMCO	000000	5088808	66.95-	HANGING FILY SYS RTRN				A
V-013114-101	04055 DEMCO	000000	5181094	1,043.43	5181094	026578	F	N	A
V-013114-101	19770 ULINE	000000	56299200	537.07	56299200	026565	F	N	A
V-013114-101	12113 MINUTEMAN PRESS	000000	27854	174.36	CHIDREN BROCHURE	026553	F	N	A
324	MEMBERSHIPS & SUBSCRIPTIONS	500.00	0.00	0.00	0.00	500.00	0		
326	ADVERTISING	1,000.00	0.00	0.00	0.00	1,000.00	0		
338	TRAINING-STAFF DEVELOPMENT	1,600.00	0.00	0.00	0.00	1,600.00	0		
339	TRAVEL & CONFERENCES	0.00	0.00	0.00	0.00	0.00	0		
357	MAINT & REPAIR SUPPLIES	500.00	29.89	0.00	0.00	470.11	5		
392	BOOK PROCESSING	0.00	0.00	0.00	0.00	0.00	0		

		ANNUAL			ACT MTD POSTED	ACT YTD POSTED	REMAINING			
		Revised Bdgt	ENCUMBERED		AND IN PROCESS	AND IN PROCESS	BALANCE	PCT		
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE		AMOUNT	DESCRIPTION	P.O.	F	9	FIL
240	HUDSON AREA JOINT LIBRARY									
70	LIBRARY									
55111	LIBRARY									
	SUPPLIES & EXPENSES									
393	GRANTS-FOC ON ENGY/ANN MARIE	0.00	0.00		0.00	0.00	0.00	0		
394	PROGRAMMING SUPPLIES	0.00	0.00		0.00	0.00	0.00	0		
395	BOOKS	65,000.00	0.00		4,565.33	4,565.33	60,434.67	7		
V-011014-880	02116 BOUND TO STAY BOUND BOOK	074982	838222		56.99	838222		026380	F N	A
V-011014-880	07005 GALE	074983	51049182		156.69	51049182		026408	F N	A
V-011014-880	07005 GALE	074983	51049863		103.46	51049863		026407	F N	A
V-011014-880	07005 GALE	074983	51050695		71.97	51050695		026410	F N	A
V-011014-880	07005 GALE	074983	51051082		98.21	51051082		026409	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	0002514911		42.81	RETURNED BOOK			F N	A
V-013114-101	.04211 PETERSON/AMANDA	000000	591316		13.95	JUVENILE BOOK RETURNED			F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2028947724		105.19	2028947724		026568	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2028950562		10.06	2028950562		026566	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2028953315		30.10	2028953315		026569	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	5012936037		331.53	5012936037		026567	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2028962942		210.38	2028962942		026559	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2028963074		219.87	2028963074		026558	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2028966789		181.92	2028966789		026557	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2028975535		26.57	2028975535		026570	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2028978942		130.45	2028978942		026571	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2028985464		77.17	2028985464		026572	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2028989831		102.37	2028989831		026573	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2028992515		141.80	2028992515		026646	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2029000963		24.90	2029000963		026648	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2029008430		107.31	2029008430		026647	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2029008442		143.89	2029008442		026651	F N	A
V-013114-101	07005 GALE	000000	51287437		48.73	51287437		026574	F N	A
V-013114-101	.1289 OSCEOLA PUBLIC LIBRARY	000000	30294001101792		16.00	SKELETON COAST CLIVE CUS			F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2029017921		10.05	2029017921		026649	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2029017323		151.97	2029017323		026652	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	2029019289		62.11	2029019289		026650	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	B03031464F		2,014.80	B03031464F		026658	F N	A
V-013114-101	02020 BAKER & TAYLOR	000000	B03031464F		40.30	2% DISC/PD WITHIN 60DAYS		026658	F N	A
396	TECHNOLOGY	8,500.00	264.03		601.52	601.52	7,634.45	10	-	
V-013114-101	17025 RACO INDUSTRIES	000000	CR67865		159.00	CREDIT O/A			F N	A
V-013114-101	17025 RACO INDUSTRIES	000000	IN407513		21.00	IN407513		026660	F N	A
V-013114-101	03024 CDW GOVERNMENT INC	000000	JC79884		211.52	JC79884		026551	F N	A
V-013114-101	17025 RACO INDUSTRIES	000000	IN407765		528.00	TECHNOLOGY		026659	F N	A
397	PERIODICALS	7,000.00	0.00		46.42	46.42	6,953.58	0		
V-013114-101	05010 EBSCO SUBSCRIPTION SERVI	000000	0053833		46.42	RATE INC PIONEER PRESS		026552	F N	A

		ANNUAL	ENCUMBERED	ACT MTD POSTED	ACT YTD POSTED	REMAINING	PCT		
		Revisd Bdgt		AND IN PROCESS	AND IN PROCESS	BALANCE			
SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	AMOUNT	DESCRIPTION	P.O.	F	9	FIL
240	HUDSON AREA JOINT LIBRARY								
70	LIBRARY								
55111	LIBRARY								
	SUPPLIES & EXPENSES								
398	AUDIO-VISUALS	18,000.00	852.88	83.57	83.57	17,063.55	5		
V-013114-101	12065 MIDWEST TAPE	000000	91586023	83.57	91586023	026645	F	N	A
399	ACTIVITY SUPPLIES	1,500.00	0.00	0.00	0.00	1,500.00	0		
TOTAL:	SUPPLIES & EXPENSES	121,100.00	1,146.80	7,002.76	7,002.76	112,950.44	6		
	FIXED CHARGES								
510	WORKERS COMPENSATION INS.	800.00	0.00	1,033.00	1,033.00	233.00-	129		-----]]
V-012214-951	05044 EMC INSURANCE COMPANIES	075033	45090716	1,033.00	ANNUAL RENEWAL	1-1/12-31	026443	F	N A
511	PUBLIC LIABILITY	2,700.00	0.00	1,615.00	1,615.00	1,085.00	59		----- A
J-010114-773	DISTRIBUTE 2013 PREPAIDS			1,615.00	EMC INSURANCE				
513	PUBLIC OFFICIALS	2,100.00	0.00	1,934.00	1,934.00	166.00	92		----- A
J-010114-773	DISTRIBUTE 2013 PREPAIDS			1,934.00	EMC INSURANCE				
517	PROPERTY INS	1,414.00	0.00	1,614.00	1,614.00	200.00-	114		-----]]
V-010814-792	11036 LOCAL GOVERNMENT PROPERT	074985	27100	1,614.00	2-2014/2-2015 #180745			N	A
519	UNEMPLOYMENT COMP	0.00	0.00	0.00	0.00	0.00	0		
532	RENT	132,414.00	0.00	11,035.00	11,035.00	121,379.00	8		
J-010614-757	LIBRARY RENT	1		11,035.00	LIBRARY RENT				A
TOTAL:	FIXED CHARGES	139,428.00	0.00	17,231.00	17,231.00	122,197.00	12	-	
	CAPITAL OUTLAY								
812	FURNITURE & FURNISHINGS	0.00	0.00	0.00	0.00	0.00	0		
819	OTHER CAPITAL EXPENSE/SERVIC	0.00	0.00	0.00	0.00	0.00	0		
822	BUILDINGS	0.00	0.00	0.00	0.00	0.00	0		
829	REPAIR & IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0		
	COST REALLOCATIONS								
902	UNFUNDED PENSION LIABILITY	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	COST REALLOCATIONS	0.00	0.00	0.00	0.00	0.00	0		
TOTAL:	LIBRARY	838,566.00	1,146.80	106,630.46	106,630.46	730,788.74	12	-	
TOTAL:	LIBRARY	838,566.00	1,146.80	106,630.46	106,630.46	730,788.74	12	-	
TOTAL:	HUDSON AREA JOINT LIBRARY	838,566.00	1,146.80	106,630.46	106,630.46	730,788.74	12	-	

APS ACCOUNTS PAYABLE
02/12/2014 09:55:20

Schedule of Bills by Fund

CITY OF HUDSON
GL050S-V07.24 COVERPAGE
GL540R

Report Selection:

RUN GROUP... 218LIB COMMENT... 2/18 ADD'L PAYMENTS

DATA-JE-ID DATA COMMENT

W-02182014-121 2/18 ADD'L PAYMENTS

Run Instructions:

Jobq	Banner	Copies	Form	Printer	Hold	Space	LPI	Lines	CPI	CP	SP
L		01	1		Y	S	8	068	10		

Schedule of Bills by Fund
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HUDSON AREA JOINT LIBRARY *****									
BAKER & TAYLOR									
2029024092	69.58	BOOKS	240.70.55111.395	193104	2029024092	026676	F	121	00001
2029031894	200.15	BOOKS	240.70.55111.395	193105	2029031894	026675	F	121	00004
2029027425	258.45	BOOKS	240.70.55111.395	193106	2029027425	026674	F	121	00003
2029024971	106.03	BOOKS	240.70.55111.395	193107	2029024971	026673	F	121	00002
2029031976	69.06	BOOKS	240.70.55111.395	193108	2029031976	026672	F	121	00005
2029033955	57.57	BOOKS	240.70.55111.395	193109	2029033955	026671	F	121	00006
	760.84	*VENDOR TOTAL							
CENTURYLINK									
1290132362	4.77	TELEPHONE	240.70.55111.225	193103	1290132362	026677	F	121	00007
GALE									
51471494	73.47	BOOKS	240.70.55111.395	193110	51471494	026670	F	121	00010
51470544	181.43	BOOKS	240.70.55111.395	193111	51470544	026669	F	121	00009
51469865	125.20	BOOKS	240.70.55111.395	193112	51469865	026668	F	121	00008
	380.10	*VENDOR TOTAL							
L. E. PHILLIPS MEMORIAL GABRIELS REDEMPTION	16.00	BOOKS	240.70.55111.395	193113	647995			P	121 00011
HUDSON AREA JOINT LIBRARY	1,161.71	*****							

Schedule of Bills by Fund
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
REPORT TOTALS:	1,161.71						

RECORDS PRINTED - 000011

Schedule of Bills by Fund

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
240	HUDSON AREA JOINT LIBRARY	1,161.71
TOTAL	ALL FUNDS	1,161.71

BANK RECAP:

BANK	NAME	DISBURSEMENTS
1NAT	FIRST NATIONAL - GENERAL AC	1,161.71
TOTAL	ALL BANKS	1,161.71

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE APPROVED BY
.....
.....

**HUDSON AREA JOINT LIBRARY
CLAIMS FOR PAYMENT
2/18/2014**

Batch	Purpose		Amount	Subtotal
J 01/31/2014 909	City of hudson - postage	January	\$ 9.66	
J 02/01/2014 016	City of Hudson - occupancy charge	January	\$ 11,035.00	
J 02/01/2014 017	City of Hudson - administrative charge	February	\$ 1,146.00	
W 01/21/2014 930	AUL	hra contribution	\$ 7,500.00	
W 01/27/2014 944	WI Department of Revenue		\$ 11.87	
W 01/27/2014 952	EMC Insurance		\$ 1,033.00	
W 02/04/2014 036	AT&T		\$ 74.85	
W 02/10/2014	AUL	hra contribution	\$ 550.00	
W 02/10/2014 068	Midamerica Administrative		\$ 15.00	
Claims paid since previous approval				\$ 21,375.38
13114L	details provided		\$ 47,716.42	
218lib	details provided		\$ 1,161.71	
Claims to be paid				\$ 48,878.13
NON-PAYROLL TOTALS				\$ 70,253.51
P-12/20/2013	Biweekly payroll 12/13		\$ 18,089.67	
p-01/04/2014	Biweekly payroll 12/27		\$ 17,391.56	
PAYROLL TOTALS				\$ 35,481.23
TOTAL FOR APPROVAL				\$ 105,734.74

The preceding bills payable and recurring disbursements were reviewed and approved for payment by the Hudson Area Joint Library Board

Date _____

Approved by _____

**HUDSON AREA LIBRARY
REVENUE / EXPENDITURE COMPARISON**

	Code	Budget	Year to Date JANUARY		Variance from PY \$
			2014	2013	
Revenue					
City of Hudson	49210	283,037	\$ -	\$ -	\$ -
Village of N. Hudson	47310	80,917	\$ -	\$ -	\$ -
Town of Hudson	47310	182,417	\$ -	\$ -	\$ -
Town of St. Joseph	47310	82,655	\$ -	\$ -	\$ -
St. Croix County	47310	82,652	\$ -	\$ -	\$ -
Other Counties	47310	7,085	\$ 1,766	\$ 253	\$ 1,513
Copies, Fines, Misc.	46710	40,000	\$ 2,977	\$ 2,701	\$ 276
Donation - Friends Pledge	48562	15,000	\$ -	\$ -	\$ -
Donation - Bridge the Gap	48564	10,000	\$ 375	\$ 200	\$ 175
Donations - History Collection	48562	0	\$ -	\$ -	\$ -
Donations - Other	48500	0	\$ -	\$ 5,050	\$ (5,050)
Interest	48100	0	\$ -	\$ -	\$ -
Total Revenue		\$ 783,763	\$ 5,118	\$ 8,204	\$ (3,086)
Staff Compensation					
Full Time Salaries	121	153,285	\$ 11,261	\$ 7,095	\$ 4,166
Overtime Salaries	122	150	\$ -	\$ 97	\$ (97)
Part Time Salaries	125	214,368	\$ 11,091	\$ 5,936	\$ 5,155
FICA	151	28,843	\$ 2,833	\$ 1,936	\$ 898
Pension	152	20,020	\$ 2,289	\$ 1,456	\$ 833
Health Insurance	154	75,970	\$ 12,386	\$ 12,385	\$ 2
Life Insurance	155	250	\$ -	\$ -	\$ -
Staff Compensation Subtotal		492,886	\$ 39,861	\$ 28,904	\$ 10,956
General Operating Expenses					
Hudson Finance/Personnel Fee	213	13,752	\$ 1,146	\$ 1,095	\$ 51
Reimbursement to other libraries	216	0	\$ -	\$ 34,488	\$ (34,488)
IFLS-operating/maintenance	216	53,000	\$ 40,341	\$ 1,700	\$ 38,641
Telephone	225	3,600	\$ 16	\$ 288	\$ (272)
Contracted Maint. & Repair	249	600	\$ 89	\$ 150	\$ (61)
Programming - Adult	294	1,000	\$ -	\$ -	\$ -
Programming - Children	295	2,700	\$ -	\$ -	\$ -
Maintenance Agmt/Leases	298	5,500	\$ 744	\$ 529	\$ 215
Contract Services	299	5,000	\$ 200	\$ -	\$ 200
Postage	311	2,500	\$ 18	\$ 188	\$ (170)
Office Supplies	312	15,000	\$ 1,688	\$ 356	\$ 1,332
Memberships	324	500	\$ -	\$ -	\$ -
Advertising	326	1,000	\$ -	\$ 339	\$ (339)
Staff Development	338	1,600	\$ -	\$ -	\$ -
Maint & Repair Supplies	357	500	\$ -	\$ -	\$ -
Books	395	65,000	\$ 4,565	\$ 2,518	\$ 2,047

**HUDSON AREA LIBRARY
REVENUE / EXPENDITURE COMPARISON**

	Code	Budget	Year to Date JANUARY		Variance from PY \$
			2014	2013	
Technology	396	8,500	\$ 602	\$ 295	\$ 307
Periodicals	397	7,000	\$ 46	\$ -	\$ 46
Audio-Visual	398	18,000	\$ 84	\$ 1,622	\$ (1,538)
Ins. Workers Comp.	510	800	\$ 1,033	\$ -	\$ 1,033
Ins. Public Liab.	511	2,700	\$ 1,615	\$ 1,695	\$ (80)
Ins. Public Officials	513	2,100	\$ 1,934	\$ 1,843	\$ 91
Ins. Property Ins.	517	1,414	\$ 1,614	\$ 1,414	\$ 200
Bld. Occupancy Exp.	532	132,414	\$ 11,035	\$ 10,793	\$ 242
General Operating Subtotal		345,680	\$ 66,770	\$ 59,313	\$ 7,457
Total Operating Expenses		838,566	\$ 106,630	\$ 88,218	\$ 18,413
NET OPERATING REVENUE (EXPENSE)		-54,803	\$ (101,512)	\$ (80,013)	\$ (21,499)

HUDSON AREA JOINT LIBRARY
Balance Sheet
JAN 31, 2014

ACCOUNT -----	BEGINNING BALANCE -----	ACTUAL-THIS MONTH -----	ACTUAL-THIS YEAR -----	ENDING BALANCE -----
ASSETS -----				
CURRENT ASSETS:				
240.11100	241,593.70	67,495.33CR	67,495.33CR	174,098.37
240.11381	10,473.17	0.00	0.00	10,473.17
240.11385	161.41	0.00	0.00	161.41
240.16220	3,549.00	3,549.00CR	3,549.00CR	0.00
TOTAL CURRENT ASSETS:	255,777.28	71,044.33CR	71,044.33CR	184,732.95
TOTAL ASSETS:	255,777.28	71,044.33CR	71,044.33CR	184,732.95
LIABILITIES AND FUND BALANCE -----				
CURRENT LIABILITIES:				
240.21200	9,197.32CR	38,534.10CR	38,534.10CR	47,731.42CR
240.21700	15,658.17CR	15,658.17	15,658.17	0.00
240.24210	0.00	10.21CR	10.21CR	10.21CR
TOTAL CURRENT LIABILITIES:	24,855.49CR	22,886.14CR	22,886.14CR	47,741.63CR
TOTAL LIABILITIES:	24,855.49CR	22,886.14CR	22,886.14CR	47,741.63CR
FUND BALANCE:				
240.34110	470.92CR	1,146.80CR	1,146.80CR	1,617.72CR
240.34115	470.92	1,146.80	1,146.80	1,617.72
240.34175	10,634.58CR	0.00	0.00	10,634.58CR
240.34300	241,842.47CR	0.00	0.00	241,842.47CR
240.34400	797,121.22CR	12,699.99CR	12,699.99CR	809,821.21CR
240.34500	818,676.48	106,630.46	106,630.46	925,306.94
TOTAL FUND BALANCE:	230,921.79CR	93,930.47	93,930.47	136,991.32CR
TOTAL LIABILITIES AND FUND BALANCE:	255,777.28CR	71,044.33	71,044.33	184,732.95CR
TOTAL FUND:	0.00	0.00	0.00	0.00