

WEST VIRGINIA LIBRARY COMMISSION

AGENDA

February 1, 2012

1. Call to Order – Betty Gunnoe, Chairman
2. Approval of Minutes – Meeting October 5, 2011
3. Public Comments
4. Financial Report – Denise Seabolt
5. Secretary's Report – Karen Goff
6. Old Business
7. New Business
8. Announcements
9. Adjourn

West Virginia Library Commission

October 5, 2011

The West Virginia Library Commission met at the West Virginia Library Association Annual Conference in Charleston at 10:00 a.m. on Wednesday, October 5, 2011. Members present were Chairman Betty Gunnoe, Dr. Charles Julian, Connie Shumate, Katy White and Dennis Taylor. Also present was Karen Goff, Secretary.

The agenda was:

1. Call to Order – Betty Gunnoe, Chairman
2. Approval of Minutes – August 5, 2011 & August 25, 2011
3. Public Comments
4. Financial Report – Denise Seabolt
5. Secretary's Report – Karen Goff
6. Old Business
7. New Business
8. Announcements
9. Adjourn

Call to Order

Chairman Gunnoe called the meeting to order at 10:00 a.m.

Approval of Minutes

Commissioner Taylor moved to approve the minutes of the August 5, 2011 meeting. Commissioner White seconded. The motion was approved.

Commissioner Julian moved to approve the minutes of the August 25, 2011 meeting. Commissioner White seconded. The motion was approved.

Public Comments

Sharon Saye, Director of the Bridgeport Public Library, commented on the timeliness of the Commission's announcement of meetings. In particular, Ms. Saye

noted that the current meeting was not posted to the Commission's website until a few days prior to the meeting. She would like to see the meeting announcements posted sooner.

Denise Seabolt responded that the Commission posts the meeting materials and announcement as soon as they are available and that all meetings are posted to the Secretary of State's Public Meetings website well in advance of the "Sunshine Law" meeting requirements. As far as the current meeting, it was not posted as quickly as previous meetings due to the transition of the Commission's new website.

Secretary Goff also stated that since the Library Commission has a new website with tools that make it easier to post new information, meeting announcements will be posted in a timely manner.

Financial Report

Ms. Seabolt reported that the Library Commission saw normal monthly activity for September. The Commission disbursed 45 of the 48 Community Participation Project Grants from the Senate totaling \$ 210,701.00. The agency should be receiving the House CPPG list soon.

Grants-in-Aid will be disbursed as soon as staff confirms numbers for the out of compliance libraries due to the Administrative Rule match requirement.

Commissioner Taylor moved the financial reports be filed for audit. Commissioner Shumate seconded. Motion carried.

Secretary's Report

Secretary Goff inquired whether the Commissioner's preferred to continue to receiving the weekly activity reports or would they rather receive a compiled activity report prior to the meeting. All Commissioners present concurred that they preferred weekly reports.

Secretary Goff reported that the *Bridging the Gap* scholarship program will be announced soon. The program will provide funding for public library staff to pursue either an Associate's or Bachelor's degree in Library Science. The grant does not provide funding for a Master's in Library Science. The project was developed by the

West Virginia Library Commission, Mountwest Community and Technical College in Huntington, and Northern Kentucky University and is funded through the Laura Bush 21st Century Librarian Program administered by the Institute of Museum and Library Services. The goal is 40 scholars.

For the past several months, the Library Commission has been working with the Office of Technology and West Virginia Interactive on developing a new website. The site was officially launched on October 5, 2011. The new site has a cleaner design and has been reorganized to facilitate easier navigation. West Virginia Interactive designed the site and provided training to agency staff at no cost and will host the site for \$50 per month.

Bill Wilson of Himmel & Wilson visited Secretary Goff to discuss the LSTA Five-Year Plan Evaluation. Mr. Wilson is now conducting a web survey as part of the evaluation. The final report is due in March.

The agency has filled some of the personnel vacancies. The Office Assistant II vacancy in Special Services and the Office Assistant III vacancy in Library Development have been filled. However the Library Development Office Assistant III position was filled with a staff member from Special Services staff. Therefore the agency has a new vacancy in Special Services. The Librarian I position in Special Services has been offered to an applicant. The applicant has not yet accepted the position.

After reviewing the Bibliostat reports, 10 libraries have not met the match requirement and are out of compliance. Five of the 10 libraries are under \$500. Wayne County Public Library is out of compliance by approximately \$90,000. Adjustments will be made to the libraries' quarterly payments beginning with the second quarter allotment. The agency is now reviewing other compliance issues, including Maintenance of Effort. These deductions will be made next quarter. After the beginning of the year the agency will once again look at offering supplemental grants with the remaining funding. We are looking at approximately \$110,000.

Secretary Goff has been working on compiling the 2013 service population numbers for libraries. Those numbers will be sent out in the near future.

Secretary Goff will be attending the COSLA meeting in Santa Fe, New Mexico, October 22 - 27.

Old Business

Commissioner Julian inquired about a meeting schedule for next year. Commissioner Gunnoe informed the commission that a final schedule will be disbursed at the next meeting in January.

New Business

None

Announcements

None

Adjourn

Commissioner Julian moved that the meeting adjourn. Commissioner Taylor seconded. The motion carried.

Respectfully submitted,

Karen Goff, Secretary

Betty Gunnoe, Chairman

**SUMMARY BUDGET REPORT
GENERAL FUND**

**Period Ending 01/31/2012
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
Personal Services						
001	PERS SERVICE(W/ PR DEDUC)	1,041,406.00	73,212.03	512,971.78	528,434.22	50.74%
004	ANNUAL INCREMENT	37,080.00	0.00	25,125.68	11,954.32	32.24%
Total Personal Services		\$1,078,486.00	\$73,212.03	\$538,097.46	\$540,388.54	50.11%
Employee Benefits						
010	CIVIL SERV PEIA/PERS	6,535.25	1,535.00	4,520.00	530.25	8.11%
011	SOCIAL SECURITY MATCHING	82,504.00	5,289.34	38,991.86	43,512.14	52.74%
012	PUBLIC EMPLOYEES INS	144,672.00	17,755.96	83,319.17	61,352.83	42.41%
014	WORKERS COMPENSATION	4,315.75	0.00	4,262.14	53.61	1.24%
016	PENSION AND RETIREMENT	156,381.00	10,303.51	75,773.38	80,607.62	51.55%
Total Employee Benefits		\$394,408.00	\$34,883.81	\$206,866.55	\$186,056.45	47.17%
Current Expenses						
021	PRINTING AND BINDING	7,832.76	0.00	0.00	7,832.76	100.00%
022	RENT EXP (REAL PROP) BLDG	500.00	0.00	28.00	472.00	94.40%
025	CONTRACTUAL/PROFESSIONAL	10,000.00	0.00	2,865.50	7,134.50	71.35%
027	COMPUTER SERVICES	1,450.00	90.00	540.00	910.00	62.76%
029	VEHICLE RENTAL	2,171.98	26.40	184.80	1,987.18	91.49%
030	RENTAL (MACHINE & MISC)	10,900.00	1,552.07	4,289.00	5,815.73	53.36%
031	ASSOC DUES & PROF MEMBERS	9,740.00	0.00	9,210.00	530.00	5.44%
032	FIRE/AUTO/BOND/ & OTHR IN	15,177.00	3,232.00	9,696.00	5,481.00	36.11%
033	FOOD PRODUCTS	1,500.00	200.97	637.56	744.63	49.64%
034	CLOTH, HOUSEHOLD & REC SU	611.00	0.00	39.00	572.00	93.62%
035	ADVERTISING & PROMOTIONAL	1,449.50	295.00	744.50	705.00	48.64%
036	VEHICLE OPERATING EXP	3,900.00	178.37	2,309.83	1,527.88	39.18%
042	HOSPITALITY	2,635.45	91.05	1,067.15	1,568.30	59.51%
044	ENERGY EXP MTR VEH/AIR.	8,500.00	988.27	5,111.09	3,388.91	39.87%
047	ENERGY EXPENSE UTILITIES	115,000.00	7,517.06	33,715.05	81,284.95	70.68%
051	MISCELLANEOUS	2,251.20	20.60	350.30	1,893.10	84.09%
053	POSTAL AND FREIGHT	15,550.00	4,833.28	6,006.80	5,615.27	36.11%
054	COMPUTER SUPPLIES/EQUIP	4,500.00	51.10	395.30	4,104.70	91.22%
056	ATTY LEGAL SERVICE PYMTS	250.00	0.00	0.00	250.00	100.00%
252	TRAINING/DEVELOPMENT WVLC	2,235.00	0.00	1,064.00	1,171.00	52.39%
320	OFFICE EXPENSES	18,911.30	1,544.84	5,918.65	12,497.75	66.09%
326	TRAVEL-WVLC	17,954.55	1,220.16	4,292.60	13,661.95	76.09%
Total Current Expenses		\$253,019.74	\$21,841.17	\$88,465.13	\$159,148.61	62.90%
Repairs and Alterations						
061	OFFICE & COMM EQUIP REPRS	2,300.00	255.00	328.75	1,716.25	74.62%
063	BLDNG/HSEHLD EQUIP REPAIR	378.00	0.00	0.00	378.00	100.00%
064	ROUTINE MAINT OF BLDGS	1,000.00	0.00	0.00	1,000.00	100.00%
065	VEHICLE REPAIRS	3,000.00	0.00	0.00	3,000.00	100.00%
068	OTHER REPAIRS AND ALT	2,328.02	2,328.02	0.00	0.00	0.00%
Total Repairs and Alterations		\$9,006.02	\$2,583.02	\$328.75	\$6,094.25	67.67%

**SUMMARY BUDGET REPORT
GENERAL FUND**

**Period Ending 01/31/2012
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
Equipment						
070	OFFICE AND COMM EQUIPMENT	300.00	0.00	0.00	300.00	100.00%
073	HOUSEHOLD EQUIP & FURNG	150.00	0.00	0.00	150.00	100.00%
277	BOOKS	121,973.00	2,573.52	28,265.70	92,008.11	75.43%
Total Equipment		\$122,423.00	\$2,573.52	\$28,265.70	\$92,458.11	75.52%
058						
058	MISC EQUIPMENT PURCHASES	1,683.24	0.00	1,661.06	22.18	1.32%
Total 058		\$1,683.24	\$0.00	\$1,661.06	\$22.18	1.32%
110						
110	PEIA RESERVE TRANSFER	10,000.00	0.00	0.00	10,000.00	100.00%
Total 110		\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.00%
160						
160	WV OPEB CONTRIBUTION	54,108.00	4,008.00	27,388.00	26,720.00	49.38%
Total 160		\$54,108.00	\$4,008.00	\$27,388.00	\$26,720.00	49.38%
TOTAL FUND 0296		\$1,923,134.00	\$139,101.55	\$891,072.65	\$1,020,888.14	53.08%

**SUMMARY BUDGET REPORT
VIDEO FUND**

**Period Ending 01/31/2012
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
Current Expenses						
053	POSTAL AND FREIGHT	1,027.89	27.88	87.21	912.80	88.80%
054	COMPUTER SUPPLIES/EQUIP	750.00	0.00	750.00	0.00	0.00%
320	OFFICE EXPENSES	9,000.00	2,360.00	838.80	5,801.20	64.46%
Total Current Expenses		\$10,777.89	\$2,387.88	\$1,676.01	\$6,714.00	62.29%
Equipment						
070	OFFICE AND COMM EQUIPMENT	24,222.11	0.00	0.00	24,222.11	100.00%
Total Equipment		\$24,222.11	\$0.00	\$0.00	\$24,222.11	100.00%
058						
058	MISC EQUIPMENT PURCHASES	15,000.00	0.00	1,918.95	13,081.05	87.21%
Total 058		\$15,000.00	\$0.00	\$1,918.95	\$13,081.05	87.21%
TOTAL FUND 3550		\$50,000.00	\$2,387.88	\$3,594.96	\$44,017.16	88.03%

**SUMMARY BUDGET REPORT
RADAR FUND**

**Period Ending 01/31/2012
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
Current Expenses						
030	RENTAL (MACHINE & MISC)	55.00	0.00	55.00	0.00	0.00%
Total Current Expenses		\$55.00	\$0.00	\$55.00	\$0.00	0.00%
Other Disbursements						
093	REIMBURSEMENT	111,520.00	0.00	0.00	111,520.00	100.00%
Total Other Disbursements		\$111,520.00	\$0.00	\$0.00	\$111,520.00	100.00%
TOTAL FUND 3552		\$111,575.00	\$0.00	\$55.00	\$111,520.00	99.95%

**SUMMARY BUDGET REPORT
LOTTERY FUND**

**Period Ending 01/31/2012
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
Personal Services						
001	PERS SERVICE(W/ PR DEDUC)	443,940.00	34,721.50	248,960.80	194,979.20	43.92%
004	ANNUAL INCREMENT	8,520.00	0.00	8,520.00	0.00	0.00%
Total Personal Services		\$452,460.00	\$34,721.50	\$257,480.80	\$194,979.20	43.09%
Employee Benefits						
010	CIVIL SERV PEIA/PERS	2,810.00	630.00	1,821.69	358.31	12.75%
011	SOCIAL SECURITY MATCHING	34,613.00	2,497.30	18,562.31	16,050.69	46.37%
012	PUBLIC EMPLOYEES INS	77,051.00	5,794.60	41,792.20	35,258.80	45.76%
014	WORKERS COMPENSATION	1,866.00	0.00	1,866.00	0.00	0.00%
016	PENSION AND RETIREMENT	65,607.00	5,034.64	37,098.91	28,508.09	43.45%
Total Employee Benefits		\$181,947.00	\$13,956.54	\$101,141.11	\$80,175.89	44.07%
Current Expenses						
024	TELECOMMUNICATIONS	0.00	0.00	0.00	0.00	0.00%
025	CONTRACTUAL/PROFESSIONAL	2,000.00	0.00	2,000.00	0.00	0.00%
027	COMPUTER SERVICES	93,295.50	17,132.77	54,785.39	38,510.11	41.28%
029	VEHICLE RENTAL	6,000.00	26.40	184.80	5,815.20	96.92%
030	RENTAL (MACHINE & MISC)	2,040.00	293.80	1,109.80	726.20	35.60%
034	CLOTH, HOUSEHOLD & REC SU	300.00	0.00	0.00	300.00	100.00%
035	ADVERTISING & PROMOTIONAL	500.00	0.00	0.00	500.00	100.00%
042	HOSPITALITY	300.00	0.00	0.00	300.00	100.00%
047	ENERGY EXPENSE UTILITIES	42,500.00	3,500.00	21,000.00	21,500.00	50.59%
051	MISCELLANEOUS	500.00	29.12	92.56	391.58	78.32%
053	POSTAL AND FREIGHT	5,500.00	239.35	2,195.48	3,175.23	57.73%
054	COMPUTER SUPPLIES/EQUIP	13,184.00	70.00	7,943.90	5,240.10	39.75%
252	TRAINING/DEVELOPMENT WVLC	2,500.00	0.00	145.00	2,355.00	94.20%
320	OFFICE EXPENSES	2,700.00	1,083.45	1,177.23	980.11	36.30%
326	TRAVEL-WVLC	3,000.00	155.24	768.67	2,231.33	74.38%
327	TRAVEL-FIELD TECHS	20,500.00	1,583.87	14,515.93	5,984.07	29.19%
328	TRAVE - BTOP	2,000.00	0.00	0.00	2,000.00	100.00%
Total Current Expenses		\$196,819.50	\$24,114.00	\$105,918.76	\$90,008.93	45.73%
Repairs and Alterations						
061	OFFICE & COMM EQUIP REPRS	1,000.00	325.00	334.20	665.80	66.58%
Total Repairs and Alterations		\$1,000.00	\$325.00	\$334.20	\$665.80	66.58%
Equipment						
276	ELECTRONIC DATABASES	219,992.00	105,566.25	160,541.25	59,450.75	27.02%
277	BOOKS	30,030.50	935.44	7,417.52	21,830.47	72.69%
377	SUBSCRIPTIONS	176,023.67	41,507.65	110,057.91	58,072.83	32.99%
477	STANDING ORDERS	66,253.17	4,287.43	28,269.64	35,226.07	53.17%
577	VIDEO	3,500.00	66.00	317.00	3,150.00	90.00%
677	AUDIO	58,004.04	7,707.51	30,992.76	23,948.98	41.29%
777	MISCELLANEOUS	55,393.12	15,259.96	19,292.31	36,100.81	65.17%
Total Equipment		\$609,196.50	\$175,330.24	\$356,888.39	\$237,779.91	39.03%

**SUMMARY BUDGET REPORT
LOTTERY FUND**

**Period Ending 01/31/2012
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
Other Disbursements						
243	ADMINISTRATIVE GRANTS	46,611.00	0.00	0.00	46,611.00	100.00%
295	PER CAPITA	8,348,884.00	2,048,350.00	6,182,620.00	2,166,264.00	25.95%
296	LD SPECIAL PROJECTS	1,258,900.00	0.00	230,801.00	1,028,099.00	81.67%
298	SERVICES TO LIBRARIES	550,000.00	137,500.00	412,500.00	137,500.00	25.00%
Total Other Disbursements		\$10,204,395.00	\$2,185,850.00	\$6,825,921.00	\$3,378,474.00	33.11%
110						
110	PEIA RESERVE TRANSFER	5,000.00	0.00	0.00	5,000.00	100.00%
Total 110		\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.00%
160						
160	WV OPEB CONTRIBUTION	26,052.00	2,004.00	14,362.00	11,690.00	44.87%
Total 160		\$26,052.00	\$2,004.00	\$14,362.00	\$11,690.00	44.87%
TOTAL FUND 3559		\$11,676,870.00	\$2,436,301.28	\$7,662,046.26	\$3,998,773.73	34.25%

**SUMMARY BUDGET REPORT
GIFTS,GRANTS & DONATIONS FUND**

**Period Ending 01/31/2012
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
Personal Services						
001	PERS SERVICE(W/ PR DEDUC)	19,056.00	0.00	773.00	18,283.00	95.94%
004	ANNUAL INCREMENT	360.00	0.00	360.00	0.00	0.00%
Total Personal Services		\$19,416.00	\$0.00	\$1,133.00	\$18,283.00	94.16%
Employee Benefits						
010	CIVIL SERV PEIA/PERS	250.00	0.00	0.00	250.00	100.00%
011	SOCIAL SECURITY MATCHING	1,485.00	0.00	83.99	1,401.01	94.34%
012	PUBLIC EMPLOYEES INS	65.00	0.00	4.00	61.00	93.85%
014	WORKERS COMPENSATION	144.00	0.00	0.00	144.00	100.00%
016	PENSION AND RETIREMENT	2,427.00	0.00	164.29	2,262.71	93.23%
Total Employee Benefits		\$4,371.00	\$0.00	\$252.28	\$4,118.72	94.23%
Current Expenses						
030	RENTAL (MACHINE & MISC)	55.00	0.00	55.00	0.00	0.00%
051	MISCELLANEOUS	477,534.67	0.00	2,605.18	474,929.49	99.45%
053	POSTAL AND FREIGHT	450.39	96.96	398.39	23.04	5.12%
054	COMPUTER SUPPLIES/EQUIP	8,420.00	6,051.08	7,420.00	318.92	3.79%
320	OFFICE EXPENSES	500.00	0.00	0.00	500.00	100.00%
326	TRAVEL-WVLC	2,355.00	0.00	0.00	2,355.00	100.00%
Total Current Expenses		\$489,315.06	\$6,148.04	\$10,478.57	\$478,126.45	97.71%
Repairs and Alterations						
063	BLDNG/HSEHLD EQUIP REPAIR	6,930.00	0.00	6,930.00	0.00	0.00%
064	ROUTINE MAINT OF BLDGS	0.00	0.00	0.00	0.00	0.00%
068	OTHER REPAIRS AND ALT	1,696.98	1,696.98	0.00	0.00	0.00%
Total Repairs and Alterations		\$8,626.98	\$1,696.98	\$6,930.00	\$0.00	0.00%
Equipment						
070	OFFICE AND COMM EQUIPMENT	23,625.00	0.00	0.00	23,625.00	100.00%
277	BOOKS	2,835.00	0.00	0.00	2,835.00	100.00%
Total Equipment		\$26,460.00	\$0.00	\$0.00	\$26,460.00	100.00%
Other Disbursements						
093	REIMBURSEMENT	61,871.63	0.00	24,249.61	37,622.02	60.81%
243	ADMINISTRATIVE GRANTS	385,999.53	0.00	0.00	385,999.53	100.00%
Total Other Disbursements		\$447,871.16	\$0.00	\$24,249.61	\$423,621.55	94.59%
058						
058	MISC EQUIPMENT PURCHASES	1,935.80	0.00	1,935.80	0.00	0.00%
Total 058		\$1,935.80	\$0.00	\$1,935.80	\$0.00	0.00%
160						
160	WV OPEB CONTRIBUTION	2,004.00	0.00	0.00	2,004.00	100.00%
Total 160		\$2,004.00	\$0.00	\$0.00	\$2,004.00	100.00%

**SUMMARY BUDGET REPORT
GIFTS, GRANTS & DONATIONS FUND**

**Period Ending 01/31/2012
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
TOTAL FUND 3562		\$1,000,000.00	\$7,845.02	\$44,979.26	\$952,613.72	95.26%

**SUMMARY BUDGET REPORT
FEDERAL FUND**

**Period Ending 01/31/2012
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
Personal Services						
001	PERS SERVICE(W/ PR DEDUC)	236,208.00	13,129.00	91,874.00	144,334.00	61.10%
004	ANNUAL INCREMENT	3,480.00	0.00	3,480.00	0.00	0.00%
Total Personal Services		\$239,688.00	\$13,129.00	\$95,354.00	\$144,334.00	60.22%
Employee Benefits						
010	CIVIL SERV PEIA/PERS	1,500.00	270.00	740.00	490.00	32.67%
011	SOCIAL SECURITY MATCHING	18,336.00	958.03	6,970.22	11,365.78	61.99%
012	PUBLIC EMPLOYEES INS	16,284.00	1,055.00	7,385.00	8,899.00	54.65%
014	WORKERS COMPENSATION	1,698.00	0.00	-52.14	1,750.14	103.07%
016	PENSION AND RETIREMENT	29,961.00	1,903.72	13,826.44	16,134.56	53.85%
Total Employee Benefits		\$67,779.00	\$4,186.75	\$28,869.52	\$38,639.48	57.01%
Current Expenses						
021	PRINTING AND BINDING	1,000.00	0.00	0.00	1,000.00	100.00%
024	TELECOMMUNICATIONS	606,106.25	141,206.55	226,394.29	313,531.96	51.73%
025	CONTRACTUAL/PROFESSIONAL	6,000.00	0.00	3,620.50	2,379.50	39.66%
027	COMPUTER SERVICES	6,100.00	416.66	1,458.31	4,433.36	72.68%
030	RENTAL (MACHINE & MISC)	3,000.00	530.40	1,591.20	1,143.60	38.12%
034	CLOTH, HOUSEHOLD & REC SU	500.00	0.00	46.70	453.30	90.66%
035	ADVERTISING & PROMOTIONAL	3,000.00	187.18	2,638.43	174.39	5.81%
036	VEHICLE OPERATING EXP	500.00	0.00	0.00	500.00	100.00%
042	HOSPITALITY	1,000.00	0.00	0.00	1,000.00	100.00%
044	ENERGY EXP MTR VEH/AIR.	500.00	0.00	134.05	365.95	73.19%
051	MISCELLANEOUS	22,846.61	5.20	22,751.81	94.80	0.41%
053	POSTAL AND FREIGHT	1,000.00	0.00	48.64	951.36	95.14%
054	COMPUTER SUPPLIES/EQUIP	5,289.44	0.00	1,412.40	3,877.04	73.30%
252	TRAINING/DEVELOPMENT WVLC	4,400.00	1,270.00	1,953.00	1,177.00	26.75%
253	TRAINING/DEVELOPMENT LIBS	14,000.00	0.00	433.50	13,566.50	96.90%
320	OFFICE EXPENSES	2,110.56	473.10	205.86	1,466.92	69.50%
326	TRAVEL-WVLC	8,437.39	115.00	2,816.16	5,621.23	66.62%
Total Current Expenses		\$685,790.25	\$144,204.09	\$265,504.85	\$351,736.91	51.29%
Repairs and Alterations						
061	OFFICE & COMM EQUIP REPRS	1,000.00	0.00	0.00	1,000.00	100.00%
Total Repairs and Alterations		\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.00%
Equipment						
276	ELECTRONIC DATABASES	544,543.75	62,760.66	348,051.72	195,005.03	35.81%
277	BOOKS	5,000.00	-12.00	2,275.09	2,724.91	54.50%
Total Equipment		\$549,543.75	\$62,748.66	\$350,326.81	\$197,729.94	35.98%
Other Disbursements						
273	SYSTEM MAINTENANCE GRANTS	367,500.00	0.00	0.00	367,500.00	100.00%
Total Other Disbursements		\$367,500.00	\$0.00	\$0.00	\$367,500.00	100.00%

**SUMMARY BUDGET REPORT
FEDERAL FUND**

**Period Ending 01/31/2012
PROCESS FY 2012**

OBJ	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
128						
231	BOOK ESTABLISHMENT GRANTS	5,000.00	0.00	0.00	5,000.00	100.00%
244	PROGRAMMING GRANTS	5,000.00	5,000.00	0.00	0.00	0.00%
297	AUTOMATION GRANT	23,900.00	0.00	23,900.00	0.00	0.00%
Total 128		\$33,900.00	\$5,000.00	\$23,900.00	\$5,000.00	14.75%
160						
160	WV OPEB CONTRIBUTION	8,016.00	501.00	3,507.00	4,509.00	56.25%
Total 160		\$8,016.00	\$501.00	\$3,507.00	\$4,509.00	56.25%
TOTAL FUND 8720		\$1,953,217.00	\$229,769.50	\$767,462.18	\$1,110,449.33	56.85%
	GRAND TOTAL	\$16,714,796.00	\$2,815,405.23	\$9,369,210.31	\$7,238,262.08	43.30%

SUMMARY BUDGET REPORT
For Period Ending 01/31/2012
Fiscal Year 2012

OBJ CODE	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
Personal Services						
001	PERS SERVICE(W/ PR DEDUC)	1,740,610.00	121,062.53	854,579.58	886,030.42	50.90%
004	ANNUAL INCREMENT	49,440.00	0.00	37,485.68	11,954.32	24.18%
Total Personal Services		1,790,050.00	121,062.53	892,065.26	897,984.74	50.17%
Employee Benefits						
010	CIVIL SERV PEIA/PERS	11,095.25	2,435.00	7,081.69	1,628.56	14.68%
011	SOCIAL SECURITY MATCHING	136,938.00	8,744.67	64,608.38	72,329.62	52.82%
012	PUBLIC EMPLOYEES INS	238,072.00	24,605.56	132,500.37	105,571.63	44.34%
014	WORKERS COMPENSATION	8,023.75	0.00	6,076.00	1,947.75	24.27%
016	PENSION AND RETIREMENT	254,376.00	17,241.87	126,863.02	127,512.98	50.13%
Total Employee Benefits		648,505.00	53,027.10	337,129.46	308,990.54	47.65%
Current Expenses						
021	PRINTING AND BINDING	8,832.76	0.00	0.00	8,832.76	100.00%
022	RENT EXP (REAL PROP) BLDG	500.00	0.00	28.00	472.00	94.40%
024	TELECOMMUNICATIONS	606,106.25	141,206.55	226,394.29	313,531.96	51.73%
025	CONTRACTUAL/PROFESSIONAL	18,000.00	0.00	8,486.00	9,514.00	52.86%
027	COMPUTER SERVICES	100,845.50	17,639.43	56,783.70	43,853.47	43.49%
029	VEHICLE RENTAL	8,171.98	52.80	369.60	7,802.38	95.48%
030	RENTAL (MACHINE & MISC)	16,050.00	2,376.27	7,100.00	7,685.53	47.88%
031	ASSOC DUES & PROF MEMBERS	9,740.00	0.00	9,210.00	530.00	5.44%
032	FIRE/AUTO/BOND/ & OTHR IN	15,177.00	3,232.00	9,696.00	5,481.00	36.11%
033	FOOD PRODUCTS	1,500.00	200.97	637.56	744.63	49.64%
034	CLOTH, HOUSEHOLD & REC SU	1,411.00	0.00	85.70	1,325.30	93.93%
035	ADVERTISING & PROMOTIONAL	4,949.50	482.18	3,382.93	1,379.39	27.87%
036	VEHICLE OPERATING EXP	4,400.00	178.37	2,309.83	2,027.88	46.09%
042	HOSPITALITY	3,935.45	91.05	1,067.15	2,868.30	72.88%
044	ENERGY EXP MTR VEH/AIR.	9,000.00	988.27	5,245.14	3,754.86	41.72%
047	ENERGY EXPENSE UTILITIES	157,500.00	11,017.06	54,715.05	102,784.95	65.26%
051	MISCELLANEOUS	503,132.48	54.92	25,799.85	477,308.97	94.87%
053	POSTAL AND FREIGHT	23,528.28	5,197.47	8,736.52	10,677.70	45.38%
054	COMPUTER SUPPLIES/EQUIP	32,143.44	6,172.18	17,921.60	13,540.76	42.13%
056	ATTY LEGAL SERVICE PYMTS	250.00	0.00	0.00	250.00	100.00%
252	TRAINING/DEVELOPMENT WVLC	9,135.00	1,270.00	3,162.00	4,703.00	51.48%
253	TRAINING/DEVELOPMENT LIBS	14,000.00	0.00	433.50	13,566.50	96.90%
320	OFFICE EXPENSES	33,221.86	5,461.39	8,140.54	21,245.98	63.95%
326	TRAVEL-WVLC	31,746.94	1,490.40	7,877.43	23,869.51	75.19%
327	TRAVEL-FIELD TECHS	20,500.00	1,583.87	14,515.93	5,984.07	29.19%
328	TRAVE - BTOP	2,000.00	0.00	0.00	2,000.00	100.00%
Total Current Expenses		1,635,777.44	198,695.18	472,098.32	1,085,734.90	66.37%

SUMMARY BUDGET REPORT
For Period Ending 01/31/2012
Fiscal Year 2012

OBJ CODE	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
Repairs and Alterations						
061	OFFICE & COMM EQUIP REPRS	4,300.00	580.00	662.95	3,382.05	78.65%
063	BLDNG/HSEHLD EQUIP REPAIR	7,308.00	0.00	6,930.00	378.00	5.17%
064	ROUTINE MAINT OF BLDGS	1,000.00	0.00	0.00	1,000.00	100.00%
065	VEHICLE REPAIRS	3,000.00	0.00	0.00	3,000.00	100.00%
068	OTHER REPAIRS AND ALT	4,025.00	4,025.00	0.00	0.00	0.00%
Total Repairs and Alterations		19,633.00	4,605.00	7,592.95	7,760.05	39.53%
Equipment						
070	OFFICE AND COMM EQUIPMENT	48,147.11	0.00	0.00	48,147.11	100.00%
073	HOUSEHOLD EQUIP & FURNG	150.00	0.00	0.00	150.00	100.00%
276	ELECTRONIC DATABASES	764,535.75	168,326.91	508,592.97	254,455.78	33.28%
277	BOOKS	159,838.50	3,496.96	37,958.31	119,398.49	74.70%
377	SUBSCRIPTIONS	176,023.67	41,507.65	110,057.91	58,072.83	32.99%
477	STANDING ORDERS	66,253.17	4,287.43	28,269.64	35,226.07	53.17%
577	VIDEO	3,500.00	66.00	317.00	3,150.00	90.00%
677	AUDIO	58,004.04	7,707.51	30,992.76	23,948.98	41.29%
777	MISCELLANEOUS	55,393.12	15,259.96	19,292.31	36,100.81	65.17%
Total Equipment		1,331,845.36	240,652.42	735,480.90	578,650.07	43.45%
Other Disbursements						
093	REIMBURSEMENT	173,391.63	0.00	24,249.61	149,142.02	86.01%
243	ADMINISTRATIVE GRANTS	432,610.53	0.00	0.00	432,610.53	100.00%
273	SYSTEM MAINTENANCE GRANTS	367,500.00	0.00	0.00	367,500.00	100.00%
295	PER CAPITA	8,348,884.00	2,048,350.00	6,182,620.00	2,166,264.00	25.95%
296	LD SPECIAL PROJECTS	1,258,900.00	0.00	230,801.00	1,028,099.00	81.67%
298	SERVICES TO LIBRARIES	550,000.00	137,500.00	412,500.00	137,500.00	25.00%
Total Other Disbursements		11,131,286.16	2,185,850.00	6,850,170.61	4,281,115.55	38.46%
058						
058	MISC EQUIPMENT PURCHASES	18,619.04	0.00	5,515.81	13,103.23	70.38%
Total 058		18,619.04	0.00	5,515.81	13,103.23	70.38%
110						
110	PEIA RESERVE TRANSFER	15,000.00	0.00	0.00	15,000.00	100.00%
Total 110		15,000.00	0.00	0.00	15,000.00	100.00%
128						
231	BOOK ESTABLISHMENT GRANTS	5,000.00	0.00	0.00	5,000.00	100.00%
244	PROGRAMMING GRANTS	5,000.00	5,000.00	0.00	0.00	0.00%
297	AUTOMATION GRANT	23,900.00	0.00	23,900.00	0.00	0.00%
Total 128		33,900.00	5,000.00	23,900.00	5,000.00	14.75%

SUMMARY BUDGET REPORT**For Period Ending 01/31/2012**

Fiscal Year 2012

OBJ CODE	NAME	YTD BUDGET	CURRENT PERIOD EXPENDITURES	YTD EXPENDITURES	BUDGET VARIANCE	% BUDGET REMAINING
160						
160	WV OPEB CONTRIBUTION	90,180.00	6,513.00	45,257.00	44,923.00	49.81%
Total 160		90,180.00	6,513.00	45,257.00	44,923.00	49.81%
		\$16,714,796.00	\$2,815,405.23	\$9,369,210.31	\$7,238,262.08	43.30%

**CASH BALANCES
PERIOD ENDING: 01/31/2012
PROCESS FY 2012**

	<u>Beginning Balance</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>
3550 Video Fund	24,894.10	24,894.10	23,065.25	23,284.51	22,454.14	23,984.14	25,174.14	25,324.14	25,324.14	25,324.14	25,324.14	25,324.14	25,324.14	25,324.14
	<u>24,894.10</u>	<u>24,894.10</u>	<u>23,065.25</u>	<u>23,284.51</u>	<u>22,454.14</u>	<u>23,984.14</u>	<u>25,174.14</u>	<u>25,324.14</u>						

	<u>Beginning Balance</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>
3562 Gifts, Grants, & Donations	329,994.07	324,749.32	323,682.42	323,682.42	316,752.42	292,602.81	290,652.81	285,214.81	285,214.81	285,214.81	285,214.81	285,214.81	285,214.81	285,214.81
	<u>329,994.07</u>	<u>324,749.32</u>	<u>323,682.42</u>	<u>323,682.42</u>	<u>316,752.42</u>	<u>292,602.81</u>	<u>290,652.81</u>	<u>285,214.81</u>						