

DESCRIPTION	2016-2017 BUDGET	2016-17 ending bal	2017-2018 BUDGET
Salaries	\$ 252,271		\$ 250,740
Social Security	\$ 19,299		\$ 19,182
Group Insurance	\$ 71,599		\$ 59,909
Pension	\$ 16,577		\$ 15,315
Unemployment Comp	\$ -		\$ -
Utilities	\$ 28,700	\$ 18,704	\$ 25,500
Natural Gas - (Deleting)	\$ -		
Water/Sewer - (Deleting)	\$ -		
Telephone/Internet	\$ 2,600	\$ 2,730	\$ 3,000
Garbage/Recycling	\$ 330	\$ 312	\$ 330
Equipment Rent	\$ -		\$ -
Equipment	\$ 2,600	\$ 300	\$ 2,600
Sales Tax - (Deleting)	\$ -		
Office Supplies	\$ 4,500	\$ 3,607	\$ 4,000
Postage	\$ 2,500	\$ 1,750	\$ 2,250
Miscellaneous	\$ 750	\$ 308	\$ 400
Housekeeping Supplies	\$ 1,200	\$ 1,799	\$ 1,500
Credit Card Fees	\$ 600	\$ 712	\$ 1,000
Refund Charges & Dp	\$ 100	\$ -	\$ 100
Adv/Printing/Pub/Web	\$ 1,200	\$ 1,465	\$ 1,700
Repairs/Maint - Building	\$ 26,940	\$ 25,064	\$ 26,000
Maintenance - (Deleting)	\$ -		
Repairs/Maint Grounds	\$ 2,000	\$ 4,020	\$ 1,800
(Cancel)	\$ -		
Pest Control	\$ 300	\$ 175	\$ 420
Rep/Maint - Equip/Veh.	\$ -	\$ 466	?
Computer	\$ 3,500	\$ 4,276	\$ 5,000
Dues/Memberships	\$ 650	\$ 862	\$ 1,000
Conf/Mtg - DELETING	\$ 1,050	\$ 1,639	\$ -
Training / Registrations	\$ 1,050		\$ 3,500
Contract Supplies/Service	\$ 860	\$ 9,204	\$ 8,000

mild winter

now being charged for long distance

additional camera(s) to be purchased

fundraising pieces expected to come

used for ILL replacements leadership NE fee

changed definitions cut as city looking to do some bulk purchasing

amt was set for us

category changed/expanded def

dirt work/ outdoor light wk/signage/sidewalk repair (\$924) 17-18City taking over mowing

vendor did not come monthly/ cking on termite protection

added mid year to cover proj bulb (\$420) and microfilm reader bulbs \$40

purchased chrome box& replaced 1/ battery backup+sec camera software repair

change in NLA structure saw double bill in same year/ALA membership for Dir new

combining with training below

17-18 ALA annual conf week long major city

MAJOR def change muti contracts&annual inspections:elevators, fire alarms, sprinkler copiers rugs & boiler/chiller

Program and Event Sup	\$ -	\$ 128	\$ 200
Travel/Meals/Lodging	\$ 2,000	\$ 1,001	\$ 2,000
Capital Outlays	\$ 11,643		
Capital Improvement	\$ -		\$ 22,000
<b>Cap Exp- Equipment</b>	<b>Defering to 10-50-5026)</b>		
Electronic Subscriptions	\$ 7,000	\$ 6,572	\$ 7,500
Aid Purchases	\$ 1,333		\$ 1,333
Material	\$ 40,000	\$ 39,813	\$ 40,000
<b>Books-James Interest</b>	<b>\$ -</b>		
Library Endowment			\$ 30,000
Library Donation Purcha	\$ 19,400	\$ 5,992	\$ 8,148
Grant Purchases	\$ 20,000	\$ 22,120	\$ 20,000
<b>TOTAL EXPENSES</b>	<b>\$ 541,501</b>		<b>\$ 564,426</b>

Summit Software Totals \$ 0.00

Reconciliation Difference:

\$ 502,101

Positive = Under budget (almost all due to Salary/Benefits = Employee retired)

New16-17 mostly covered by donations and SRP sponsor was endowment

incorrect label

CIP PAGE says \$20000

allows for increase in prices

set by state formula based on population

new category for 17-18 (Moller specifically)

place holder \$ used

place holder \$ used

DESCRIPTION	2016-2017 BUDGET	2017-2018 BUDGET
Library Comm. State Aid	\$ 1,333	\$ 1,333
Library-Inter Library Loa	\$ -	\$ -
Library Book Fees and R	\$ 10,000	\$ 10,000
Misc. Book Sales	\$ 600	\$ 400
Interest- Library Morton	\$ -	\$ -
Interest-Library James T	\$ -	\$ -
Grant - Library	\$ 20,000	\$ 10,000
Donations - Library	\$ 19,400	\$ 6,500
Library Endowment	\$ -	\$ 30,000
<b>TOTAL REVENUE</b>	<b>\$ 51,333</b>	<b>\$ 58,233</b>

\$ 11,933

Negative = Under Budget

carry over Nelsonopt1

new category

Grant Funds		\$ 10,000
Donation Funds		\$ 1,648
Endowment Funds		\$ -

## Moeller Endowment Expenditures 2016-17

Dollywood	4,094.22	
ASRL	2,953.12	
Databases	4,836.67	(World Book, Lynda.com, Ancestry Library edition)
Programs & Exhibits	10,236.00	(Sheldon, ½ Block Party, Summer Reading)
	<b>22,120.01</b>	

**2017-18 commitments** \$34000 usually payout from Endowment

\$7,500      2<sup>nd</sup> ½ of Block Party payment  
\$10,000     toward HVAC engineer fees

Carryover from 2016-17 DONATION account:  
could almost cover Summer Reading 2018 (historically covered by Moeller Money)

Potential projects:

**Digitization project total \$40,500** can be divided by calendar payout dates or supplemented by outside grants.

36, 250 historic microfilm /OCR  
3,290 hard copy filmed  
750 website hosting  
200 hard drive

**Exhibits**-Sheldon offering was not what we wanted to host. Potential partnership with MONA or any other museum or exhibit producer

**Maker Culture programming**- get a jump on 2019 Innovation Studio plans by presenting supporting programming earlier

**Guest speakers** example Dec program through Humanities Nebraska with Jeff Barnes. SRP Theme is music so additional music programs could be possible.

**Fundraising event** for Building Preservation.

**Staff Education** (ongoing): ARSL, ALA, PLA, NLA, SELS etc.

Morton-James Public Library

July 8, 2014

The following is the minutes of the Morton-James Public Library Board meeting held at 2:00 p.m. July 8, 2014 at the Morton-James Public Library. A copy of the Nebraska Open Meetings Act was displayed. Notice of this meeting was sent out on June 27, 2014 to City Hall, Otoe County Courthouse, B103 and the Nebraska City News Press. A notice was also posted in the library. Please be advised that copies of the agenda are available to the public.

Board present: Goodman, Arends, Chaney, Fox arrived at 2:10

Board absent: Patton

Staff present: Hegr, Beard

The regular meeting was convened in open session at 2:03 p.m. by Bonnie Goodman, President. The board members present signed the roll call. Goodman asked for a motion to approve the June minutes. Brooke Chaney made a motion to approve the minutes as presented and Duane Arends seconded the motion. A roll call vote was as follows: Arends, yes; Goodman, yes; Chaney, yes. The minutes were approved. Goodman asked for a motion to approve the treasurer's report for June. Arends made a motion to approve and Chaney seconded. The roll call vote was as follows: Arends, yes; Goodman, yes; Chaney, yes; Fox, yes. The City Treasurer's report was approved. Barbara Hegr, Library Director noted claims for unexpected costs for the month. Goodman asked for a vote to approve the claims for June with the exception of the CompuTech claim. Chaney made the motion to approve the claims except for CompuTech; Alan Fox seconded. Chaney, yes; Arends, yes; Fox, yes; Goodman, yes. Motion passed. Goodman made a motion to approve the CompuTech claim. Fox seconded. Goodman, yes; Chaney, abstained; Patton, yes; Arends yes; Fox, yes. The claim was approved. Hegr reviewed the revenue report for the 3<sup>rd</sup> quarter. Fox made a motion to approve and Chaney seconded. The vote was as follows: Chaney, yes; Goodman, yes; Fox, yes; Arends, yes.

First order of business was election of officers for the next year. Fox accepted the presidency and Chaney volunteered for vice president. Arends made a motion to nominate Alan Fox as president and Chaney seconded the motion. The voting was as follows: Arends, yes; Fox, yes; Goodman, yes; Chaney, yes. Alan Fox was elected president. Arends made the motion to nominate Brooke Chaney as vice president and Goodman seconded the motion. A roll call vote resulted in the following results: Arends, yes; Fox, yes; Goodman, yes; Chaney, yes. Brook Chaney was elected vice president.

The library board reviewed a draft of a library survey to be included in the August utility bills. The survey asks "why don't you use the library". It is a simple one page check the box form intended to inform the staff and board why someone does not use the library, and promote the library at the same time. The survey will reach 3400 households and include a Spanish version.

Hegr asked the Nebraska City Community Foundation if the Harry and Grace Moller Library Endowment Fund can be us for staff education. The answer is yes. Adopted as part the educational experience, and suggested by a staff member, any employee attending a conference must bring back an idea from the conference, develop and implement a program or service,

# ADVANTAGE PRESERVATION

October 21, 2017  
 Morton James Public Library  
 923 1<sup>st</sup> Corso  
 Nebraska City, NE 68410  
 402-873-5609  
 Donna Kruse  
[dkruse@nebraskacity.com](mailto:dkruse@nebraskacity.com)

**Project Name: Microfilming and Digitizing of the Nebraska City Newspaper Microfilm**  
**The Advantage Companies will microfilm the Nebraska City Newspapers from**

The Advantage Companies will scan, index and OCR reels of microfilm once all microfilm is scanned a searchable database will be created. All images and searchable database will be put onto hard drive. Advantage will build, host and maintain a website. The website will have an IP address attached to it unless the library and publisher wants open access. The Advantage Company will handle all shipping associated with sending the microfilm to our Cedar Rapids IA facility to scan and return shipment along with Hard Drive via UPS. The Nebraska State Historical Society will send their copies of newspapers and microfilm for digitizing.

Choose from the following services & formats:	Quantity	Unit Price	Extended Price
<i>Microfilming- Nebraska City News-Press</i> <i>2003-December 2016</i>	14 reels	\$235.00	\$3,290.00
<b>Digitizing –Newspaper Microfilm</b> Includes indexing – OCR and a searchable database	290 Reels	\$125.00 per reel	\$36,250.00
<b>Hard drive</b> External Hard Drive fully searchable  Logo for database – <i>Digital Archives of the Morton James Public Library</i>	1 HD	\$200.00	\$200.00
<b>Website-IP Authentic website</b> (price includes website creation, uploading, and ongoing maintenance)  Build host and maintain a website link <i>nebraskacity.advantage-preservation.com</i> (library will supply external IP) additional cost will apply if IP is taken off at a later date.	One Time Charge	\$750.00	\$750.00
<b>Subtotal</b>			\$40,490.00
<b>Shipping</b>			\$10.00
<b>Estimate</b>			<b>\$40,500.00</b>

Morton James Public Library

Print

The Advantage Companies  
 Michelle Maltas - Account Manager  
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 Cedar Rapids, IA 52404  
 Phone: 1-855-303-2727 ext 156  
[Michelle.Maltas@advantage-companies.com](mailto:Michelle.Maltas@advantage-companies.com)



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Authorized Signature: Jammy Schumacher Date: 9-26-17