

# Uncle Remus Regional Library System Board Meeting

AUGUST 9, 2012

2:00 PM

**New Location!**

**UNCLE REMUS REGIONAL LIBRARY SYSTEM  
1121 EAST AVENUE  
MADISON, GA 30650  
706-342-4974 EXT "0"**

## AGENDA

- I. **Call to Order**
- II. **Approval of Minutes**
- III. **Reports**
  - a. Financial report
  - b. Budget report
    - i. GHI
    - ii. MRR
- IV. **Old Business**
  - a. Audit Firm
  - b. Revisions to URRLS Manuals
    - i. Personnel
    - ii. Policy
    - iii. Forms
  - c. eBook comments and feedback
- V. **New Business**
  - a. Member Library Constitutions & Bylaws
  - b. Open Meetings Act
- VI. **Public comment**
- VII. **Executive session**
- VIII. **Adjournment**
  - a. Annual Trustee training on October 11, 2012
  - b. Date of next meeting: October 11, 2012

THE UNCLE REMUS REGIONAL LIBRARY SYSTEM  
REGIONAL BOARD MEETING  
April 12, 2012

The Regional Board of the Uncle Remus Regional Library System met at the Uncle Remus Regional Library System Headquarters, Madison, GA on April 12, 2012, at 2:00 p.m.

The following members were present:

- Greene County: Cliff Sanders, Diane Myers, Anita McCoy, Don McCoy
- Hancock County: Clifford Brown, Kathy Ransom
- Jasper County: Carol McElheney
- Morgan County: Bonnie Hicky, John Wade, Linda Thoman, Joyce Thomas, Clarice Woods
- Putnam County: Pat Hone, Jane Richards
- Walton County, Loganville: Regis Stamey
- Walton County, Monroe: Sandra Shurling, Lynn Warren
- Walton County, Social Circle: Jamie Peterson, Nancy Posner, Penny Keener
- Walton County, Walnut Grove: Don Cannon

Also present was Michael Prochaska, reporter, Morgan County Citizen

The meeting was called to order at 2:00 P.M.

**MOTION 1**

Steve Schaefer presented the Minutes from the January 12, 2012 Uncle Remus Regional Board Meeting. He entertained a motion to accept the minutes.

The minutes were accepted by Bonnie Hicky and a second by Penny Keener and passed with a unanimous vote.

**MOTION 2**

Steve Schaefer discussed that Charles Rigsby, the IT contractor is over budget. He explained that maintenance issues should be shared by all 9 member libraries but that when Charles was contracted for construction issues, the library he is working for should bear the cost. He explained that with Greene and Jasper both, all the member libraries shared the cost. He asked the Board Chairs to meet afterwards to discuss pulling out the construction items so that the others not involved in construction would not have to bear the cost. The board

accepted this change as part of the record with a motion by Cliff Sanders and a second by Pat Hone and passed with unanimous vote.

**MOTION 3: March 31, 2012 Financial Report Approved**

The region's expenses look high due to the fees incurred for the workplace investigation and ensuing legal fees and settlement charges.

Steve then presented each library's budget beginning with Greene County Library whose total expenses are a bit high at 78.142%. This is understandable considering the move into the new facility and some of the problems which have required the IT contractor.

Hancock County Library looks good at 66.737%. Jasper County Library's total YTD operating expenses are at 76.785%. Morgan County Library's expenses are low at 65.417% but Steve reassured everyone that these will increase when the library moves into the new facility. Putnam County Library's expenses are at 67.413%. O'Kelly Memorial Library's expenses are at 69.088%. Monroe-Walton County Library's expenses are at 75.115% which is pretty good considering their personnel category is a bit high at 77.634% since they have increased their staff. Stanton Memorial Library's expenses at the end of March 31, 2012 are 73.601%. Walnut Grove does not have many expenses to date but the plan is to have all the staff for the new library hired by June 1<sup>st</sup> and this will definitely make their costs go up.

Jamie Peterson moved that the financial report be accepted, with a second by Cliff Sanders and passed with a unanimous vote.

**Directorial Kvetching Thereof**

Steve reported that beginning in July, GHI is planning to charge \$912.00 employer's share for any employee that works 19+ hours. This would be devastating to public libraries. Currently, this is pending the Governor's approval.

Steve also presented the transition plan for the staff at the regional offices. The plan is cost-neutral and seamless. He plans to leave November 1<sup>st</sup>.

**MOTION 4: Constitution and By Laws Approved**

Steve presented the edited and revised copy of the Uncle Remus Regional Library System Constitution and By Laws.

Several corrections were suggested. Since these were typographical in nature, Steve asked for a motion to accept the document with the discussed corrections.

Pat Hone moved that the Constitution and Bylaws be accepted, with a second by Kathy Ransom and passed with a unanimous vote.

**MOTION 5: Personnel Policy Accepted (Changes to be Revisited in August)**

Steve discussed the personnel policy which is actually a part of the policy manual which can be found online at the [www.uncleremus.org](http://www.uncleremus.org) webpage. Bonnie Hicky made the suggestions that a comment be added in the personnel policy that "all employees will be evaluated". Jane Richards asked about the forms that were referenced in the personnel policy. The forms have been made available to the staff on the Staff Intranet.

There was consideration to postpone approving the document until further review. Steve Schaefer reassured the Board that the changes were recommendations by the attorneys that were retained to help the library through the transition following some of the problems with the previous administration.

The board discussed approving the personnel policy as is and to revisit changes and improvements to the document in August at the next Board Meeting.

Cliff Sanders moved that the Personnel Policy be accepted, with a second by Bonnie Hicky and passed with a unanimous vote.

**MRR Grants**

Steve announced that several of the libraries would be receiving Major Repair and Renovation grants from the state to make improvements to improve safety features and address structural problems of the libraries. Some libraries will be receiving security cameras and/or new carpet. Putnam County will use the grant to restore the HVAC unit at their library.

**Audit:**

Steve announced that for the next fiscal year the Uncle Remus Regional Library System would be contracting with a new audit firm.

**E-Book Presentation:** Cheryl Rogers presented the results of the E-Book Survey conducted on the Uncle Remus Regional Library System's website. She presented her report on E-Books to the board. The Board concluded that purchasing E-Books with materials money should be revisited at a later date.

**Construction Reports & Schedules**

Steve reported that the Morgan County Library and the regional offices were on schedule.

**MOTION 6: Meeting Adjourned**

Carol McElheney made the motion to adjourn with a second from Bonnie Hicky and passed unanimously.

The meeting adjourned at 4:15 p.m.

Minutes were Prepared and Submitted by Ana Kadhum.

**Uncle Remus Regional Library**  
**Financial Report**  
 JUNE 30, 2012 PRELIMINARY

	YTD Invoiced	Annual Budget	Percent
<b>100 - Regional Fund</b>			
Revenues/Includes Accounts Receivables			
11 Fees and Fines	\$7,190.00	\$0.00	0.000 %
12 Grant Projects & Programs - donations	\$3,347.37	\$0.00	0.000 %
Regional Share/Transfer Ins	\$169,252.00	\$156,816.00	107.930 %
<b>Total Revenues</b>	<u>\$179,789.37</u>	<u>\$156,816.00</u>	<u>114.650 %</u>
Expenses			
17 Personnel	\$141,151.52	\$92,566.77	152.486 %
18 Utilities	\$6,732.47	\$10,000.00	67.325 %
19 Miscellaneous	\$207.40	\$0.00	0.000 %
20 Supplies, Printing, Processing	\$15,907.48	\$10,000.00	159.075 %
21 Professional Svcs, Dues, Fees, Seasonal	\$96,502.95	\$6,000.00	1,608.383 %
22 Telecommunications	\$7,544.61	\$7,000.00	107.780 %
23 Repair & Maintenance (Equipment)	\$2,975.42	\$3,000.00	99.181 %
24 Building Repair	\$11,931.59	\$2,000.00	596.580 %
25 Postage	\$184.64	\$100.00	184.640 %
26 Delivery	\$1,229.00	\$0.00	0.000 %
27 Travel	\$4,806.38	\$5,000.00	96.128 %
31 Computer Equipment	\$42,292.92	\$6,000.00	704.882 %
32 Building/Bond Insurance	\$2,531.00	\$0.00	0.000 %
34 Shared Costs - 1/8 / Tranfer Outs	\$35,000.00	\$0.00	0.000 %
35 Materials (Books) - Local	\$695.57	\$0.00	0.000 %
<b>Total Expenses</b>	<u>\$369,692.95</u>	<u>\$141,666.77</u>	<u>260.960 %</u>
<b>BEGINNING FUND BALANCE</b>	<b>\$427,817.38</b>	<b>\$427,817.38</b>	<b>100.000 %</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(\$189,903.58)</b>	<b>\$15,149.23</b>	<b>(1,253.553)%</b>
<b>ENDING FUND BALANCE</b>	<u><u>\$237,913.80</u></u>	<u><u>\$442,966.61</u></u>	<u><u>53.709 %</u></u>

# Uncle Remus Regional Library Financial Report

JUNE 30, 2012 PRELIMINARY

	YTD Invoiced	Annual Budget	Percent
<b>310 - State Funds</b>			
Revenues/Includes Accounts Receivables			
Other State Grants	\$570,535.84	\$652,407.67	87.451 %
<b>Total Revenues</b>	<u>\$570,535.84</u>	<u>\$652,407.67</u>	<u>87.451 %</u>
Expenses			
17 Personnel	\$512,037.07	\$612,407.67	83.611 %
21 Professional Svcs, Dues, Fees, Seasonal	\$35,766.32	\$40,000.00	89.416 %
<b>Total Expenses</b>	<u>\$547,803.39</u>	<u>\$652,407.67</u>	<u>83.966 %</u>
 <b>BEGINNING FUND BALANCE</b>	 \$0.00	 \$0.00	 0.000 %
 <b>NET SURPLUS/(DEFICIT)</b>	 \$22,732.45	 \$0.00	 0.000 %
 <b>ENDING FUND BALANCE</b>	 <u>\$22,732.45</u>	 <u>\$0.00</u>	 <u>0.000 %</u>

**Uncle Remus Regional Library**  
**Financial Report**  
**JUNE 30, 2012 PRELIMINARY**

	YTD Invoiced	Annual Budget	Percent
<b>108 - Greene County Fund</b>			
Revenues/Includes Accounts Receivables			
05 Cities	\$53,355.54	\$53,356.00	99.999 %
06 Board of Education	\$25,000.00	\$25,000.00	100.000 %
07 County Commissioners	\$76,148.56	\$76,149.00	99.999 %
11 Fees and Fines	\$12,962.88	\$14,000.00	92.592 %
13 Materials (Books) - Donations, Gifts	\$8,502.99	\$8,502.99	100.000 %
<b>Total Revenues</b>	<u>\$175,969.97</u>	<u>\$177,007.99</u>	<u>99.414 %</u>
Expenses			
17 Personnel	\$98,217.66	\$103,385.00	95.002 %
18 Utilities	\$24,357.06	\$15,000.00	162.380 %
19 Miscellaneous	\$617.53	\$0.00	0.000 %
20 Supplies, Printing, Processing	\$4,756.12	\$4,000.00	118.903 %
21 Professional Svcs, Dues, Fees, Seasonal	\$2,201.34	\$3,000.00	73.378 %
22 Telecommunications	\$4,027.16	\$3,000.00	134.239 %
23 Repair & Maintenance (Equipment)	\$943.22	\$1,000.00	94.322 %
24 Building Repair	\$365.48	\$500.00	73.096 %
25 Postage	\$200.10	\$250.00	80.040 %
26 Delivery	\$1,706.44	\$1,500.00	113.763 %
27 Travel	\$322.69	\$500.00	64.538 %
28 Grounds, Cleaning	\$2,700.00	\$1,680.00	160.714 %
29 Water, Sewer	\$3,207.89	\$1,000.00	320.789 %
31 Computer Equipment	\$112.65	\$500.00	22.530 %
32 Building/Bond Insurance	\$876.07	\$643.26	136.192 %
33 Trustee Insurance	\$462.87	\$459.50	100.733 %
34 Shared Costs - 1/8 / Tranfer Outs	\$19,602.00	\$19,602.00	100.000 %
35 Materials (Books) - Local	\$573.18	\$0.00	0.000 %
37 Materials (Books) - Donations, Gifts	\$3,340.18	\$8,502.99	39.282 %
<b>Total Expenses</b>	<u>\$168,589.64</u>	<u>\$164,522.75</u>	<u>102.472 %</u>
<b>BEGINNING FUND BALANCE</b>	<b>\$70,213.78</b>	<b>\$70,213.78</b>	<b>100.000 %</b>
<b>ADJUSTMENTS TO FUND BALANCE</b>	<b>\$9.10</b>	<b>\$9.10</b>	<b>100.000 %</b>
<b>TOTAL ADJUSTED FUND BALANCE</b>	<b>\$70,222.88</b>	<b>\$70,222.88</b>	<b>100.000 %</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$7,380.33</b>	<b>\$12,485.24</b>	<b>59.112 %</b>
<b>ENDING FUND BALANCE</b>	<u><u>\$77,603.21</u></u>	<u><u>\$82,708.12</u></u>	<u><u>93.828 %</u></u>

**Uncle Remus Regional Library**  
**Financial Report**  
**JUNE 30, 2012 PRELIMINARY**

	YTD Invoiced	Annual Budget	Percent
<b>101 - Hancock County Fund</b>			
Revenues/Includes Accounts Receivables			
05 Cities	\$7,500.00	\$30,000.00	25.000 %
07 County Commissioners	\$45,500.00	\$45,450.00	100.110 %
11 Fees and Fines	\$6,010.00	\$10,000.00	60.100 %
13 Materials (Books) - Donations, Gifts	\$2,417.86	\$2,417.86	100.000 %
<b>Total Revenues</b>	<b>\$61,427.86</b>	<b>\$87,867.86</b>	<b>69.909 %</b>
Expenses			
17 Personnel	\$28,460.53	\$41,327.00	68.867 %
18 Utilities	\$15,261.93	\$15,000.00	101.746 %
19 Miscellaneous	\$7.00	\$0.00	0.000 %
20 Supplies, Printing, Processing	\$1,937.10	\$2,000.00	96.855 %
21 Professional Svcs, Dues, Fees, Seasonal	\$2,012.79	\$3,000.00	67.093 %
22 Telecommunications	\$2,899.52	\$2,000.00	144.976 %
23 Repair & Maintenance (Equipment)	\$636.38	\$500.00	127.276 %
24 Building Repair	\$814.39	\$1,000.00	81.439 %
25 Postage	\$200.10	\$250.00	80.040 %
26 Delivery	\$1,706.53	\$1,500.00	113.769 %
27 Travel	\$500.92	\$750.00	66.789 %
29 Water, Sewer	\$1,517.74	\$2,000.00	75.887 %
31 Computer Equipment	\$240.14	\$500.00	48.028 %
32 Building/Bond Insurance	\$876.07	\$643.26	136.192 %
33 Trustee Insurance	\$462.87	\$459.50	100.733 %
34 Shared Costs - 1/8 / Transfer Outs	\$19,602.00	\$19,602.00	100.000 %
37 Materials (Books) - Donations, Gifts	\$1,753.12	\$2,417.86	72.507 %
<b>Total Expenses</b>	<b>\$78,889.13</b>	<b>\$92,949.62</b>	<b>84.873 %</b>
<b>BEGINNING FUND BALANCE</b>	<b>(\$36,355.18)</b>	<b>(\$36,355.18)</b>	<b>100.000 %</b>
<b>ADJUSTMENTS TO FUND BALANCE</b>	<b>\$9.11</b>	<b>\$9.11</b>	<b>100.000 %</b>
<b>TOTAL ADJUSTED FUND BALANCE</b>	<b>(\$36,346.07)</b>	<b>(\$36,346.07)</b>	<b>100.000 %</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(\$17,461.27)</b>	<b>(\$5,081.76)</b>	<b>343.607 %</b>
<b>ENDING FUND BALANCE</b>	<b>(\$53,807.34)</b>	<b>(\$41,427.83)</b>	<b>129.882 %</b>



**Uncle Remus Regional Library**  
**Financial Report**  
 JUNE 30, 2012 PRELIMINARY

	YTD Invoiced	Annual Budget	Percent
<b>102 - Jasper County Fund</b>			
Revenues/Includes Accounts Receivables			
07 County Commissioners	\$71,316.00	\$71,316.00	100.000 %
11 Fees and Fines	\$6,193.00	\$7,000.00	88.471 %
12 Grant Projects & Programs - donations	\$1,121.00	\$0.00	0.000 %
13 Materials (Books) - Donations, Gifts	\$1,924.03	\$2,411.03	79.801 %
<b>Total Revenues</b>	<b>\$80,554.03</b>	<b>\$80,727.03</b>	<b>99.786 %</b>
Expenses			
17 Personnel	\$29,718.52	\$24,957.00	119.079 %
18 Utilities	\$11,593.88	\$15,000.00	77.293 %
20 Supplies, Printing, Processing	\$1,552.23	\$1,000.00	155.223 %
21 Professional Svcs, Dues, Fees, Seasonal	\$3,033.24	\$2,000.00	151.662 %
22 Telecommunications	\$3,308.00	\$2,500.00	132.320 %
23 Repair & Maintenance (Equipment)	\$647.22	\$750.00	86.296 %
24 Building Repair	\$1,945.80	\$500.00	389.160 %
25 Postage	\$200.10	\$250.00	80.040 %
26 Delivery	\$1,706.51	\$1,500.00	113.767 %
27 Travel	\$122.40	\$500.00	24.480 %
28 Grounds, Cleaning	\$0.00	\$500.00	0.000 %
29 Water, Sewer	\$1,153.10	\$1,500.00	76.873 %
31 Computer Equipment	\$222.17	\$500.00	44.434 %
32 Building/Bond Insurance	\$4,278.07	\$3,899.24	109.716 %
33 Trustee Insurance	\$462.87	\$459.50	100.733 %
34 Shared Costs - 1/8 / Tranfer Outs	\$27,138.00	\$19,602.00	138.445 %
35 Materials (Books) - Local	\$123.81	\$0.00	0.000 %
37 Materials (Books) - Donations, Gifts	\$375.09	\$2,411.03	15.557 %
<b>Total Expenses</b>	<b>\$87,581.01</b>	<b>\$77,828.77</b>	<b>112.530 %</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$30,888.24</b>	<b>\$30,888.24</b>	<b>100.000 %</b>
<b>ADJUSTMENTS TO FUND BALANCE</b>	<b>\$9.11</b>	<b>\$9.11</b>	<b>100.000 %</b>
<b>TOTAL ADJUSTED FUND BALANCE</b>	<b>\$30,897.35</b>	<b>\$30,897.35</b>	<b>100.000 %</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(\$7,026.98)</b>	<b>\$2,898.26</b>	<b>(242.455)%</b>
<b>ENDING FUND BALANCE</b>	<b>\$23,870.37</b>	<b>\$33,795.61</b>	<b>70.632 %</b>

# Uncle Remus Regional Library Financial Report

JUNE 30, 2012 PRELIMINARY

	YTD Invoiced	Annual Budget	Percent
<b>103 - Morgan County Fund</b>			
Revenues/Includes Accounts Receivables			
07 County Commissioners	\$153,364.96	\$153,365.00	100.000 %
08 Other Tax Funds	\$5,000.00	\$5,000.00	100.000 %
11 Fees and Fines	\$11,677.50	\$22,000.00	53.080 %
13 Materials (Books) - Donations, Gifts	\$18,135.24	\$22,365.24	81.087 %
<b>Total Revenues</b>	<u>\$188,177.70</u>	<u>\$202,730.24</u>	<u>92.822 %</u>
Expenses			
17 Personnel	\$124,347.40	\$132,140.00	94.103 %
18 Utilities	\$3,021.74	\$2,000.00	151.087 %
20 Supplies, Printing, Processing	\$4,134.62	\$2,500.00	165.385 %
21 Professional Svcs, Dues, Fees, Seasonal	\$2,856.33	\$4,000.00	71.408 %
22 Telecommunications	\$4,227.11	\$3,000.00	140.904 %
23 Repair & Maintenance (Equipment)	\$777.24	\$1,000.00	77.724 %
24 Building Repair	\$425.00	\$0.00	0.000 %
25 Postage	\$335.10	\$250.00	134.040 %
26 Delivery	\$1,706.53	\$1,500.00	113.769 %
27 Travel	\$764.07	\$500.00	152.814 %
31 Computer Equipment	\$806.88	\$500.00	161.376 %
32 Building/Bond Insurance	\$1,895.07	\$643.26	294.604 %
33 Trustee Insurance	\$462.88	\$459.50	100.736 %
34 Shared Costs - 1/8 / Tranfer Outs	\$19,602.00	\$19,602.00	100.000 %
35 Materials (Books) - Local	\$16,792.64	\$13,000.00	129.174 %
37 Materials (Books) - Donations, Gifts	\$4,370.82	\$22,365.24	19.543 %
<b>Total Expenses</b>	<u>\$186,525.43</u>	<u>\$203,460.00</u>	<u>91.677 %</u>
<b>BEGINNING FUND BALANCE</b>	<b>\$93,831.06</b>	<b>\$93,831.06</b>	<b>100.000 %</b>
<b>ADJUSTMENTS TO FUND BALANCE</b>	<b>\$9.10</b>	<b>\$9.10</b>	<b>100.000 %</b>
<b>TOTAL ADJUSTED FUND BALANCE</b>	<b>\$93,840.16</b>	<b>\$93,840.16</b>	<b>100.000 %</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$1,652.27</b>	<b>(\$729.76)</b>	<b>(226.413)%</b>
<b>ENDING FUND BALANCE</b>	<u><u>\$95,492.43</u></u>	<u><u>\$93,110.40</u></u>	<u><u>102.558 %</u></u>

# Uncle Remus Regional Library Financial Report

JUNE 30, 2012 PRELIMINARY

	YTD Invoiced	Annual Budget	Percent
<b>104 - Putnam County Fund</b>			
Revenues/Includes Accounts Receivables			
05 Cities	\$16,000.00	\$16,000.00	100.000 %
07 County Commissioners	\$140,604.00	\$140,604.00	100.000 %
11 Fees and Fines	\$13,908.68	\$16,000.00	86.929 %
12 Grant Projects & Programs - donations	\$250.00	\$0.00	0.000 %
13 Materials (Books) - Donations, Gifts	\$5,024.30	\$12,333.30	40.738 %
<b>Total Revenues</b>	<u>\$175,786.98</u>	<u>\$184,937.30</u>	<u>95.052 %</u>
Expenses			
17 Personnel	\$106,170.84	\$111,456.00	95.258 %
18 Utilities	\$15,533.34	\$16,000.00	97.083 %
20 Supplies, Printing, Processing	\$3,009.83	\$4,000.00	75.246 %
21 Professional Svcs, Dues, Fees, Seasonal	\$3,871.75	\$3,000.00	129.058 %
22 Telecommunications	\$2,709.30	\$2,500.00	108.372 %
23 Repair & Maintenance (Equipment)	\$374.87	\$1,000.00	37.487 %
24 Building Repair	\$1,789.34	\$2,000.00	89.467 %
25 Postage	\$200.10	\$250.00	80.040 %
26 Delivery	\$1,706.50	\$1,500.00	113.767 %
27 Travel	\$412.60	\$500.00	82.520 %
29 Water, Sewer	\$1,095.73	\$1,500.00	73.049 %
31 Computer Equipment	\$1,765.96	\$2,000.00	88.298 %
32 Building/Bond Insurance	\$876.07	\$643.26	136.192 %
33 Trustee Insurance	\$462.88	\$459.50	100.736 %
34 Shared Costs - 1/8 / Transfer Outs	\$19,602.00	\$19,602.00	100.000 %
35 Materials (Books) - Local	\$10,445.32	\$10,000.00	104.453 %
37 Materials (Books) - Donations, Gifts	\$2,605.89	\$12,333.30	21.129 %
<b>Total Expenses</b>	<u>\$172,632.32</u>	<u>\$188,744.06</u>	<u>91.464 %</u>
<b>BEGINNING FUND BALANCE</b>	<b>\$33,105.57</b>	<b>\$33,105.57</b>	<b>100.000 %</b>
<b>ADJUSTMENTS TO FUND BALANCE</b>	<b>\$9.11</b>	<b>\$9.11</b>	<b>100.000 %</b>
<b>TOTAL ADJUSTED FUND BALANCE</b>	<b>\$33,114.68</b>	<b>\$33,114.68</b>	<b>100.000 %</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$3,154.66</b>	<b>(\$3,806.76)</b>	<b>(82.870)%</b>
<b>ENDING FUND BALANCE</b>	<u><u>\$36,269.34</u></u>	<u><u>\$29,307.92</u></u>	<u><u>123.753 %</u></u>

**Uncle Remus Regional Library**  
**Financial Report**  
 JUNE 30, 2012 PRELIMINARY

	YTD Invoiced	Annual Budget	Percent
<b>105 - Loganville Fund</b>			
Revenues/Includes Accounts Receivables			
05 Cities	\$127,238.00	\$127,238.00	100.000 %
07 County Commissioners	\$83,430.00	\$83,430.00	100.000 %
11 Fees and Fines	\$11,791.25	\$11,000.00	107.193 %
12 Grant Projects & Programs - donations	\$1,800.00	\$0.00	0.000 %
13 Materials (Books) - Donations, Gifts	\$4,968.04	\$9,410.04	52.795 %
<b>Total Revenues</b>	<u>\$229,227.29</u>	<u>\$231,078.04</u>	<u>99.199 %</u>
Expenses			
17 Personnel	\$152,689.24	\$158,993.00	96.035 %
19 Miscellaneous	\$28.00	\$0.00	0.000 %
20 Supplies, Printing, Processing	\$5,115.15	\$5,000.00	102.303 %
21 Professional Svcs, Dues, Fees, Seasonal	\$6,531.01	\$5,000.00	130.620 %
22 Telecommunications	\$2,117.27	\$1,344.00	157.535 %
23 Repair & Maintenance (Equipment)	\$705.83	\$750.00	94.111 %
25 Postage	\$200.10	\$250.00	80.040 %
26 Delivery	\$1,706.50	\$1,500.00	113.767 %
27 Travel	\$73.44	\$500.00	14.688 %
31 Computer Equipment	\$7,010.69	\$2,000.00	350.535 %
32 Building/Bond Insurance	\$876.06	\$643.26	136.191 %
33 Trustee Insurance	\$462.88	\$459.50	100.736 %
34 Shared Costs - 1/8 / Tranfer Outs	\$19,602.00	\$19,602.00	100.000 %
35 Materials (Books) - Local	\$32,612.48	\$30,000.00	108.708 %
37 Materials (Books) - Donations, Gifts	\$402.33	\$9,410.04	4.276 %
<b>Total Expenses</b>	<u>\$230,132.98</u>	<u>\$235,451.80</u>	<u>97.741 %</u>
<b>BEGINNING FUND BALANCE</b>	<b>\$129,662.81</b>	<b>\$129,662.81</b>	<b>100.000 %</b>
<b>ADJUSTMENTS TO FUND BALANCE</b>	<b>(\$10.55)</b>	<b>(\$10.55)</b>	<b>100.000 %</b>
<b>TOTAL ADJUSTED FUND BALANCE</b>	<b>\$129,652.26</b>	<b>\$129,652.26</b>	<b>100.000 %</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(\$905.69)</b>	<b>(\$4,373.76)</b>	<b>20.707 %</b>
<b>ENDING FUND BALANCE</b>	<u><u>\$128,746.57</u></u>	<u><u>\$125,278.50</u></u>	<u><u>102.768 %</u></u>

# Uncle Remus Regional Library Financial Report

JUNE 30, 2012 PRELIMINARY

	YTD Invoiced	Annual Budget	Percent
<b>106 - Monroe-Walton Fund</b>			
Revenues/Includes Accounts Receivables			
05 Cities	\$123,600.00	\$123,600.00	100.000 %
07 County Commissioners	\$83,430.00	\$83,430.00	100.000 %
11 Fees and Fines	\$22,799.48	\$20,000.00	113.997 %
12 Grant Projects & Programs - donations	\$2,740.00	\$0.00	0.000 %
13 Materials (Books) - Donations, Gifts	\$7,206.12	\$10,630.12	67.790 %
<b>Total Revenues</b>	<u>\$239,775.60</u>	<u>\$237,660.12</u>	<u>100.890 %</u>
Expenses			
17 Personnel	\$122,200.61	\$114,969.00	106.290 %
18 Utilities	\$13,170.38	\$15,000.00	87.803 %
19 Miscellaneous	\$3,969.66	\$0.00	0.000 %
20 Supplies, Printing, Processing	\$4,382.95	\$5,000.00	87.659 %
21 Professional Svcs, Dues, Fees, Seasonal	\$15,340.58	\$5,000.00	306.812 %
23 Repair & Maintenance (Equipment)	\$1,690.58	\$1,000.00	169.058 %
24 Building Repair	\$1,914.00	\$500.00	382.800 %
25 Postage	\$200.10	\$250.00	80.040 %
26 Delivery	\$1,706.50	\$1,500.00	113.767 %
27 Travel	\$122.01	\$500.00	24.402 %
29 Water, Sewer	\$2,467.58	\$2,500.00	98.703 %
31 Computer Equipment	\$5,167.85	\$2,000.00	258.393 %
32 Building/Bond Insurance	\$876.07	\$643.26	136.192 %
33 Trustee Insurance	\$462.88	\$459.50	100.736 %
34 Shared Costs - 1/8 / Tranfer Outs	\$19,602.00	\$19,602.00	100.000 %
35 Materials (Books) - Local	\$21,267.97	\$20,000.00	106.340 %
37 Materials (Books) - Donations, Gifts	\$162.06	\$10,630.12	1.525 %
<b>Total Expenses</b>	<u>\$214,703.78</u>	<u>\$199,553.88</u>	<u>107.592 %</u>
<b>BEGINNING FUND BALANCE</b>	<b>\$82,649.04</b>	<b>\$82,649.04</b>	<b>100.000 %</b>
<b>ADJUSTMENTS TO FUND BALANCE</b>	<b>(\$2,718.40)</b>	<b>(\$2,718.40)</b>	<b>100.000 %</b>
<b>TOTAL ADJUSTED FUND BALANCE</b>	<b>\$79,930.64</b>	<b>\$79,930.64</b>	<b>100.000 %</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$25,071.82</b>	<b>\$38,106.24</b>	<b>65.795 %</b>
<b>ENDING FUND BALANCE</b>	<u><u>\$105,002.46</u></u>	<u><u>\$118,036.88</u></u>	<u><u>88.957 %</u></u>

# Uncle Remus Regional Library Financial Report

JUNE 30, 2012 PRELIMINARY

	YTD Invoiced	Annual Budget	Percent
<b>107 - Social Circle Fund</b>			
Revenues/Includes Accounts Receivables			
05 Cities	\$108,000.00	\$108,000.00	100.000 %
07 County Commissioners	\$83,430.00	\$83,430.00	100.000 %
11 Fees and Fines	\$7,273.17	\$10,000.00	72.732 %
12 Grant Projects & Programs - donations	\$1,659.98	\$0.00	0.000 %
13 Materials (Books) - Donations, Gifts	\$1,996.11	\$3,638.11	54.867 %
<b>Total Revenues</b>	<u>\$202,359.26</u>	<u>\$205,068.11</u>	<u>98.679 %</u>
Expenses			
17 Personnel	\$122,700.62	\$115,490.00	106.244 %
20 Supplies, Printing, Processing	\$3,792.71	\$3,000.00	126.424 %
21 Professional Svcs, Dues, Fees, Seasonal	\$4,772.20	\$6,000.00	79.537 %
23 Repair & Maintenance (Equipment)	\$403.20	\$500.00	80.640 %
24 Building Repair	\$346.15	\$0.00	0.000 %
25 Postage	\$200.10	\$250.00	80.040 %
26 Delivery	\$1,706.55	\$1,500.00	113.770 %
27 Travel	\$523.50	\$500.00	104.700 %
31 Computer Equipment	\$1,928.31	\$2,000.00	96.416 %
32 Building/Bond Insurance	\$876.07	\$643.26	136.192 %
33 Trustee Insurance	\$462.87	\$459.50	100.733 %
34 Shared Costs - 1/8 / Tranfer Outs	\$19,602.00	\$19,602.00	100.000 %
35 Materials (Books) - Local	\$25,095.13	\$25,000.00	100.381 %
37 Materials (Books) - Donations, Gifts	\$149.46	\$3,638.11	4.108 %
<b>Total Expenses</b>	<u>\$182,558.87</u>	<u>\$178,582.87</u>	<u>102.226 %</u>
<b>BEGINNING FUND BALANCE</b>	<b>\$254,549.64</b>	<b>\$254,549.64</b>	<b>100.000 %</b>
<b>ADJUSTMENTS TO FUND BALANCE</b>	<b>(\$19.87)</b>	<b>(\$19.87)</b>	<b>100.000 %</b>
<b>TOTAL ADJUSTED FUND BALANCE</b>	<b>\$254,529.77</b>	<b>\$254,529.77</b>	<b>100.000 %</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>\$19,800.39</b>	<b>\$26,485.24</b>	<b>74.760 %</b>
<b>ENDING FUND BALANCE</b>	<u><u>\$274,330.16</u></u>	<u><u>\$281,015.01</u></u>	<u><u>97.621 %</u></u>

**Uncle Remus Regional Library  
Financial Report  
JUNE 30, 2012 PRELIMINARY**

	YTD Invoiced	Annual Budget	Percent
<b>109 - Walnut Grove Fund</b>			
Revenues/Includes Accounts Receivables			
05 Cities	\$4,900.00	\$60,000.00	8.167 %
07 County Commissioners	\$0.00	\$20,857.50	0.000 %
11 Fees and Fines	\$0.00	\$2,000.00	0.000 %
<b>Total Revenues</b>	<u>\$4,900.00</u>	<u>\$82,857.50</u>	<u>5.914 %</u>
Expenses			
17 Personnel	\$0.00	\$20,470.00	0.000 %
18 Utilities	\$0.00	\$3,000.00	0.000 %
20 Supplies, Printing, Processing	\$266.45	\$2,000.00	13.323 %
21 Professional Svcs, Dues, Fees, Seasonal	\$0.00	\$2,000.00	0.000 %
22 Telecommunications	\$0.00	\$1,500.00	0.000 %
23 Repair & Maintenance (Equipment)	\$0.00	\$500.00	0.000 %
25 Postage	\$0.00	\$250.00	0.000 %
26 Delivery	\$0.00	\$1,500.00	0.000 %
27 Travel	\$0.00	\$500.00	0.000 %
29 Water, Sewer	\$0.00	\$800.00	0.000 %
31 Computer Equipment	\$0.00	\$500.00	0.000 %
32 Building/Bond Insurance	\$183.45	\$643.26	28.519 %
33 Trustee Insurance	\$0.00	\$459.50	0.000 %
34 Shared Costs - 1/8 / Tranfer Outs	\$4,900.00	\$4,900.00	100.000 %
<b>Total Expenses</b>	<u>\$5,349.90</u>	<u>\$39,022.76</u>	<u>13.710 %</u>
<b>BEGINNING FUND BALANCE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.000 %</b>
<b>NET SURPLUS/(DEFICIT)</b>	<b>(\$449.90)</b>	<b>\$43,834.74</b>	<b>(1.026)%</b>
<b>ENDING FUND BALANCE</b>	<u><u>(\$449.90)</u></u>	<u><u>\$43,834.74</u></u>	<u><u>(1.026)%</u></u>

# UNCLE REMUS REGIONAL LIBRARY SYSTEM BUDGET

1 Unit:	Greene	Hancock	Jasper	Morgan	Putnam	Loganv'e	Monroe	Soc/Cir	WVGrove	TOTAL
2 Population FY 2013	17,479	8,311	16,159	20,745	21,950	24,758	39,044	18,645	15,225	182,316
<b>REVENUE</b>										
4 CITIES	\$ 53,356	NA	NA	NA	\$ 16,000	\$ 127,238	\$ 123,600	\$ 108,000	\$ 60,000	\$ 488,194
5 BOE	\$ 25,000	NA	NA	NA	NA	NA	NA	NA	NA	\$ 25,000
6 COUNTY	\$ 76,149	\$ 101,000	\$ 71,316	\$ 186,340	\$ 140,604	\$ 79,259	\$ 79,259	\$ 79,259	\$ 79,259	\$ 892,444
7 OTHER TAX FUNDS	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
8 RESTRICTED-TAX	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9 TOTAL TAX SUPPORT FOR FY	\$ 154,505	\$ 101,770	\$ 71,316	\$ 191,340	\$ 156,604	\$ 206,497	\$ 202,859	\$ 187,259	\$ 139,259	\$ 1,411,408
10 RESTRICTED-PRIVATE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11 FEES AND FINES	\$ 14,000	\$ 6,000	\$ 5,000	\$ 18,000	\$ 16,000	\$ 17,000	\$ 20,000	\$ 10,000	\$ 2,000	\$ 108,000
12 TOTAL TAX & PRIVATE SUPPORT	\$ 168,505	\$ 107,770	\$ 76,316	\$ 209,340	\$ 172,604	\$ 223,497	\$ 222,859	\$ 197,259	\$ 141,259	\$ 1,519,408
<b>EXPENSES</b>										
14 PERSONNEL	\$ 115,624	\$ 52,394	\$ 24,531	\$ 147,013	\$ 122,998	\$ 189,372	\$ 133,902	\$ 140,685	\$ 72,599	\$ 999,117
15 UTILITIES	\$ 24,000	\$ 15,000	\$ 15,000	\$ 24,000	\$ 16,000	\$ -	\$ 15,000	\$ -	\$ 9,000	\$ 118,000
16 SUPPLIES, PRINTING, PROCESSING	\$ 5,000	\$ 2,000	\$ 1,000	\$ 5,500	\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 2,000	\$ 34,500
17 PROF. SERV. DUES. FEES. SEASONAL	\$ 3,000	\$ 2,300	\$ 2,000	\$ 3,500	\$ 3,000	\$ 5,000	\$ 5,000	\$ 8,000	\$ 2,000	\$ 33,800
18 TELECOMM.	\$ 4,800	\$ 2,000	\$ 2,500	\$ 3,500	\$ 2,500	\$ 1,344	\$ -	\$ -	\$ 1,500	\$ 18,144
19 REPAIR/MAINT EQUIP	\$ 500	\$ 500	\$ 750	\$ 600	\$ 1,000	\$ 750	\$ 1,000	\$ 1,000	\$ 500	\$ 6,600
20 BUILDING REPAIR	\$ 200	\$ 8,817	\$ 500	COUNTY	\$ 2,000	\$ -	\$ 500	\$ -	CITY	\$ 12,017
21 POSTAGE	\$ 250	\$ 250	\$ 250	\$ 4,000	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 6,000
22 DELIVERY	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 13,500
23 TRAVEL	\$ 500	\$ 750	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 4,750
24 GROUNDS, CLEANING	\$ 4,500	COUNTY	\$ 500	CITY	CITY	CITY	CITY	CITY	CITY	\$ 5,000
25 WATER/SEWER	\$ 2,000	\$ 1,700	\$ 1,500	CITY	CITY	CITY	\$ 2,500	CITY	\$ 800	\$ 10,000
26 LEASED EQUIP/COPIER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
27 COMP. & EQUIP PURCHASE	\$ 500	\$ 500	\$ 500	\$ 500	\$ 2,000	\$ 3,000	\$ 2,000	\$ 2,000	\$ 500	\$ 11,500
28 INSURE BONDS/BUILD	\$ 1,250.00	\$ 1,250.00	\$ 3,592.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 13,592
29 TRUSTEE INSURANCE	\$ 459.50	\$ 459.50	\$ 459.50	\$ 459.50	\$ 459.50	\$ 459.50	\$ 459.50	\$ 459.50	\$ 459.50	\$ 4,136
30 SHARED COSTS PER CAP & PER FACILITY	\$ 18,628	\$ 14,103	\$ 17,977	\$ 20,241	\$ 20,836	\$ 22,054	\$ 22,054	\$ 22,054	\$ 22,054	\$ 180,001
31 BOOKS - LOCAL	\$ -	\$ 4,853	\$ 3,256	\$ -	\$ -	\$ -	\$ 34,129	\$ 16,191	\$ 27,441	\$ 85,870
32 BOOKS - IMPACT FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33 BOOKS - GRANTS	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
34 BOOKS - DONATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
35 BOOKS - TOTAL	\$ -	\$ 4,247	\$ 3,256	\$ 5,000	\$ -	\$ -	\$ 31,943	\$ 14,560	\$ 26,347	\$ 85,353
36 TOTAL EXPENSES	\$ 182,711	\$ 107,770	\$ 76,316	\$ 217,563	\$ 179,793	\$ 230,480	\$ 222,859	\$ 197,258	\$ 141,259	\$ 1,556,009
37 SURPLUS/DEFICIT	\$ (14,206)	\$ (0)	\$ 0	\$ (8,223)	\$ (7,189)	\$ (6,983)	\$ (0)	\$ 0	\$ (0)	\$ (36,602)
38 PER CAPITA SUPPORT	\$ 8.84	\$ 12.25	\$ 4.41	\$ 9.22	\$ 7.13	\$ 7.53	\$ 7.53	\$ 7.53	\$ 7.53	\$ 8.00
39 BROUGHT FORWARD	\$ 67,877	\$ (2,535)	\$ 30,888	\$ 95,449	\$ 33,917	\$ 133,844	\$ 84,848	\$ 260,362	\$ -	\$ 704,649
40 OTHER B/FORWARD	\$ 297,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 337,000
41 IN-BEHALF SUPPORT	\$ 1,330	\$ -	\$ -	\$ 4,955	\$ 3,815	\$ 26,550	\$ 14,120	\$ 36,163	\$ -	\$ 86,933



# UNCLE REMUS REGIONAL LIBRARY SYSTEM BUDGET

Unit	Greene	Hancock	Jasper	Morgan	Putnam	Loganv'e	Monroe	Soc/Cir	WGrove	TOTAL
1										
2	Population FY 2013	8,311	16,159	20,745	21,950	24,758	39,044	18,645	15,225	182,316
3										
<b>REVENUE</b>										
4	CITIES	\$ 53,356	NA	NA	\$ 16,000	\$ 127,238	\$ 123,600	\$ 108,000	\$ 60,000	\$ 488,194
5	BOE	\$ 25,000	NA	NA	NA	NA	NA	NA	NA	\$ 25,000
6	COUNTY	\$ 76,149	\$ 101,000	\$ 186,340	\$ 140,604	\$ 79,259	\$ 79,259	\$ 79,259	\$ 79,259	\$ 892,444
7	OTHER TAX FUNDS	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
8	RESTRICTED-TAX	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	<b>TOTAL TAX SUPPORT FOR FY</b>	<b>\$ 154,505</b>	<b>\$ 101,770</b>	<b>\$ 191,340</b>	<b>\$ 156,604</b>	<b>\$ 206,497</b>	<b>\$ 202,859</b>	<b>\$ 187,259</b>	<b>\$ 139,259</b>	<b>\$ 1,411,408</b>
10	RESTRICTED-PRIVATE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	FEES AND FINES	\$ 14,000	\$ 6,000	\$ 18,000	\$ 16,000	\$ 17,000	\$ 20,000	\$ 10,000	\$ 2,000	\$ 108,000
12	<b>TOTAL TAX &amp; PRIVATE SUPPORT</b>	<b>\$ 168,505</b>	<b>\$ 107,770</b>	<b>\$ 209,340</b>	<b>\$ 172,604</b>	<b>\$ 223,497</b>	<b>\$ 222,859</b>	<b>\$ 197,259</b>	<b>\$ 141,259</b>	<b>\$ 1,519,408</b>
13										
<b>EXPENSES</b>										
14	PERSONNEL	\$ 115,624	\$ 52,394	\$ 24,531	\$ 147,013	\$ 189,372	\$ 133,902	\$ 140,685	\$ 72,599	\$ 999,117
15	UTILITIES	\$ 24,000	\$ 15,000	\$ 24,000	\$ 16,000	\$ -	\$ 15,000	\$ -	\$ 9,000	\$ 118,000
16	SUPPLIES, PRINTING, PROCESSING	\$ 5,000	\$ 2,000	\$ 1,000	\$ 5,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 2,000	\$ 34,500
17	PROF. SERV. DUES. FEES. SEASONAL	\$ 3,000	\$ 2,300	\$ 2,000	\$ 3,500	\$ 5,000	\$ 5,000	\$ 8,000	\$ 2,000	\$ 33,800
18	TELECOMM.	\$ 4,800	\$ 2,000	\$ 2,500	\$ 3,500	\$ 1,344	\$ -	\$ -	\$ 1,500	\$ 18,144
19	REPAIR/MAINT EQUIP	\$ 500	\$ 500	\$ 750	\$ 600	\$ 750	\$ 1,000	\$ 1,000	\$ 500	\$ 6,600
20	BUILDING REPAIR	\$ 200	\$ 8,817	\$ 500	COUNTY	\$ -	\$ 500	\$ -	CITY	\$ 12,017
21	POSTAGE	\$ 250	\$ 250	\$ 250	\$ 4,000	\$ 250	\$ 250	\$ 250	\$ 250	\$ 6,000
22	DELIVERY	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 13,500
23	TRAVEL	\$ 500	\$ 750	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 4,750
24	GROUPS, CLEANING	\$ 4,500	COUNTY	\$ 500	CITY	CITY	CITY	CITY	CITY	\$ 5,000
25	WATER/SEWER	\$ 2,000	\$ 1,700	\$ 1,500	CITY	CITY	\$ 2,500	CITY	\$ 800	\$ 10,000
26	LEASED EQUIP/COPIER	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
27	COMP. & EQUIP PURCHASE	\$ 500	\$ 500	\$ 500	\$ 2,000	\$ 3,000	\$ 2,000	\$ 2,000	\$ 500	\$ 11,500
28	INSURE BONDS/BUILD	\$ 1,250.00	\$ 1,250.00	\$ 3,592.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 13,592
29	TRUSTEE INSURANCE	\$ 459.50	\$ 459.50	\$ 459.50	\$ 459.50	\$ 459.50	\$ 459.50	\$ 459.50	\$ 459.50	\$ 4,136
30	SHARED COSTS PER CAP & PER FACILITY	\$ 18,628	\$ 14,103	\$ 17,977	\$ 20,241	\$ 22,054	\$ 22,054	\$ 22,054	\$ 22,054	\$ 180,001
31	BOOKS - LOCAL	\$ -	\$ 4,853	\$ 3,256	\$ -	\$ -	\$ 34,129	\$ 16,191	\$ 27,441	\$ 85,870
32	BOOKS - IMPACT FEES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33	BOOKS - GRANTS	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
34	BOOKS - DONATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
35	BOOKS - TOTAL	\$ -	\$ 4,247	\$ 3,256	\$ 5,000	\$ -	\$ 31,943	\$ 14,560	\$ 26,347	\$ 85,353
36	<b>TOTAL EXPENSES</b>	<b>\$ 182,711</b>	<b>\$ 107,770</b>	<b>\$ 76,316</b>	<b>\$ 217,563</b>	<b>\$ 230,480</b>	<b>\$ 222,859</b>	<b>\$ 197,258</b>	<b>\$ 141,259</b>	<b>\$ 1,556,009</b>
37	SURPLUS/DEFICIT	\$ (14,206)	\$ (0)	\$ (8,223)	\$ (7,189)	\$ (6,983)	\$ (0)	\$ (0)	\$ (0)	\$ (36,602)
38	PER CAPITA SUPPORT	\$ 8.84	\$ 12.25	\$ 4.41	\$ 9.22	\$ 7.53	\$ 7.53	\$ 7.53	\$ 7.53	\$ 8.00
39	BROUGHT FORWARD	\$ 67,877	\$ (2,535)	\$ 30,888	\$ 95,449	\$ 133,844	\$ 84,848	\$ 260,362	\$ -	\$ 704,649
40	OTHER B/FORWARD	\$ 297,000	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 337,000
41	IN-BEHALF SUPPORT	\$ 1,330	\$ -	\$ -	\$ 4,955	\$ 26,550	\$ 14,120	\$ 36,163	\$ -	\$ 86,933

## REGIONAL SUMMARY

1	<b>Revenue</b>	
2	Converted - State	\$ 275,000.00
3	SSG - State	CUT
4	Salaries - State	\$ 199,875.17
5	State Funded Benefits for Librarians	\$ 64,904.45
6	Total State	\$ 539,779.62
7	Shared - Local	\$ 156,813.74
8	<b>Total Regional Revenue</b>	<b>\$ 696,593.36</b>
9		
10	<b>Expenses</b>	
11	State Salaries (Librarians)	\$ 264,779.62
12	Support Salaries	\$ 354,413.88
13	Utilities	\$ 4,500.00
14	Supplies	\$ 20,000.00
15	Professional Services/Dues/Fees	\$ 11,000.00
16	Telecommunication	\$ 8,000.00
17	Repair and Maintenance Equipment	\$ 3,000.00
18	Building Repair	\$ 2,000.00
19	Postage	\$ 100.00
20	Travel	\$ 5,000.00
21	Computer	\$ 6,000.00
22	<b>Total Regional Expenses</b>	<b>\$ 678,793.49</b>
23		
24	<b>Surplus/Deficit</b>	<b>\$ 17,799.86</b>

<b>Major Repair &amp; Renovation Projects FY 2013</b>	
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<b>Hancock County</b>			
\$	5,500.00	\$	11,000.00
	Security Cameras	\$	4,028.00
	Additional Lighting	\$	3,600.00
		\$	7,628.00

<b>Putnam</b>			
\$	32,237.68	\$	64,475.00
	Air Handler	\$	11,700.00
	Roof	\$	12,600.00
	Boiler	\$	26,425.00
	Cameras	\$	5,750.00
	Door Repair	\$	8,000.00
		\$	64,475.00

<b>Monroe-Walton</b>			
\$	6,713.00	\$	13,426.00
	Cameras	\$	5,361.00
	Additional Lighting	\$	5,400.00
	Phone System	\$	2,665.00
		\$	10,761.00

<b>Loganville-Walton</b>			
\$	10,691.12	\$	21,382.00
	Carpet Replacement	\$	19,566.72
	Cameras	\$	4,375.00
		\$	23,941.72
	Additional Funds Needed	\$	2,559.72

<b>Social Circle-Walton</b>			
\$	24,478.07	\$	48,956.00
	Carpet Replacement	\$	15,509.82
	Energy Efficient	\$	25,000.00
	Misc.	\$	8,446.18
		\$	48,956.00

\$	<b>155,761.72</b>
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# Uncle Remus Regional Library System

1121 East Avenue  
Madison, Georgia 30650

[www.uncleremus.org](http://www.uncleremus.org)

Phone 706.342.4974  
Fax 706.342.4510

July 11, 2012

Miller Edwards  
Mauldin & Jenkins  
300 Mulberry Street, Suite 300  
Macon, Georgia 31201

We have engaged Bates, Carter & Co., LLP to audit our financial statements for the year ended June 30, 2012. In connection with their audit, they would like to make inquiries and examine your workpapers for the audit of our financial statements for the year ended June 30, 2011. We hereby authorize you to respond fully and without limitation to their requests.

Please allow our auditors to copy any information needed from files related to our financial statements that they request (unless proprietary in nature), and bill us for the reproduction costs.

We have represented to our auditors that we are not involved with your firm in any disputes about accounting principles, auditing procedures, or similarly significant items and that we have paid in full for all services rendered by you to date. You will be contacted by Elizabeth B. Grimes of this audit firm concerning these matters.

Sincerely,



Steve W. Schaefer  
Uncle Remus Regional Library System

O'Kelly Memorial Library  
Loganville, Georgia

Monroe-Walton County Library  
Monroe, Georgia

W.H. Stanton Memorial Library  
Social Circle, Georgia

Walnut Grove Library  
Walnut Grove, Georgia

Greene County Library  
Greensboro, Georgia

Eatonton-Putnam County Library  
Eatonton, Georgia

Jasper County Library  
Monticello, Georgia

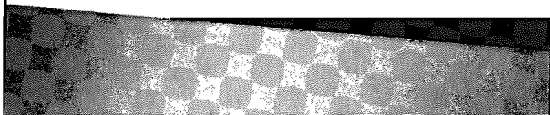
Morgan County Library  
Madison, Georgia

Sparta-Hancock County Library  
Sparta, Georgia



## Open Meetings Act

Uncle Remus Regional Board of Trustees  
August 9, 2012



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## Penalties for Violation

- \$1,000 fine for first violation,
- \$2,500 fine for each additional violation within 12 months,
- Misdemeanor, and
- Attorney's fees can be awarded to opposing side.



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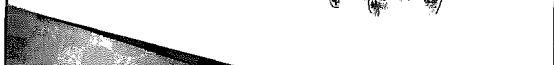
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## What is a Meeting?

A meeting is a gathering of a quorum of members at which any official business, policy, or public matter is, formulated, presented, discussed or voted upon



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### What is not a Meeting?

- Inspections of physical facilities or property,
- State-wide meetings or training,
- Meetings with other agencies,
- Travel, or
- Social or ceremonial events.

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### Misc.

- The Public and members of the press can observe and record the meeting. They do not have the right to participate.
- URRLS policy: Must sign up to speak by 4:30 on the Wednesday prior to the meeting.



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### Posting and Notice Requirements: Regularly Scheduled Meetings

- Post a notice and agenda at least one week in advance at the place of meeting,
- Post a notice and agenda at least one week in advance on the website,
- Inform press at least one week in advance, and
- Have agenda's available at least one week in advance for members of the public.

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### Posting and Notice Requirements: Special Meetings

- › Post a notice and agenda at least 24 hours in advance at place of meeting,
- › Post a notice and agenda at least 24 hours in advance on website,
- › Inform press immediately, and
- › Have agenda's available at least 24 hours in advance for members of the public.

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### What Should Be In The Agenda

- › Matters expected to come up during the meeting.
- › However, failure to include an item on the agenda does not preclude the Board to address unexpected issues that arise.



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### When Are Closed Meetings Allowed?

- › Closed meetings are called Executive Session
- › May be held with counsel to get advice on actual or threatened litigation,
- › Consideration of the acquisition or disposal for the lease of real property, or
- › Discussing the appointment, employment, compensation, hiring, disciplinary action or dismissal of employee.
- › Even if a meeting is closed, All votes must take place in public!

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### Requirements for an Executive Session

- Members must vote to go into an executive session.
- Minutes should record specific reasons for closing the meeting, those present, and those voting.
- Chair has the duty to keep the meeting limited to the specific reasons for having an executive session, and if not, to adjourn the executive session.
- Chair must sign a sword affidavit outlining the basis for the executive session.

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### What Am I Required to Do After a Meeting?

- A Summary of subjects acted on and members present must be available within two business days.
- Minutes shall be created.
- Approve Minutes at the next regular meeting of the Board.
- Post the Summary and Minutes on the website
- If an executive session is called, Executive Minutes shall be taken.

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Presentation by:  
Mary E. Young  
Administrative Services Librarian  
Uncle Remus Regional Library System  
1121 East Avenue  
Madison, GA 30650  
706-342-4974 ext 1026  
mary@uncleremus.org

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## Checklist for Board or Committee Meetings

### Regular Meetings

- Notify the Library Director;
- Notify each Board or Committee Member;
- Post a notice and agenda at least one week in advance at place of meeting;
- Forward the notice and agenda to Nancy;
- Inform press at least one week in advance;
- Have agendas available at least one week in advance for members of the public;
- Create a Summary of Subjects within two days and forward to Nancy; and
- Create a Record of Minutes, approve at next Board Meeting and forward to Nancy.

### Special Meetings

- Notify the Library Director;
- Notify each Board or Committee Member;
- Post a notice and agenda at least 24 hours in advance at place of meeting;
- Forward the notice and agenda to Nancy to post on the website;
- Inform press immediately;
- Have agendas available as soon as possible for members of the public;
- Create a Summary of Subjects within two days and forward to Nancy; and
- Create a Record of Minutes, approve at next Board Meeting and forward to Nancy.

### Executive Session

- Record in the minutes, the specific reason for closing the meeting, those present and those voting for a closed meeting;
- Create a record of Executive Minutes;
- Chair must sign a sworn affidavit; and
- Forward Minutes and affidavit to Mary.

**Affidavit for Executive Session**

Affidavit of \_\_\_\_\_  
(name of board chair)

\_\_\_\_\_ County, State of Georgia

Personally appeared before the undersigned attesting officer duly authorized to administer oaths who, on oath, after being duly sworn, deposes and says:

-1-

My name is \_\_\_\_\_ and I  
reside at \_\_\_\_\_.

-2-

I presided over a meeting of the \_\_\_\_\_ Board of  
Trustees, which took place on \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ a.m./p.m.  
at \_\_\_\_\_.

-3-

The executive session of the meeting was devoted to matters covered within the specific exceptions to the Open Meetings Act, as provided in O.C.G.A. 50-14-3.

-4-

Specifically, the matters attended to are covered by O.C.G.A. Section(s) \_\_\_\_\_  
and consisted of discussion of \_\_\_\_\_  
\_\_\_\_\_.

Further Affiant sayeth not.

\_\_\_\_\_  
(signed)

\_\_\_\_\_  
(print name)

\_\_\_\_\_  
Library Board

Sworn to subscribed before me,  
This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

## List of Legal Organs

### Greene

Herald Journal  
[www.theheraldjournalonline.com](http://www.theheraldjournalonline.com)  
Telephone: 706-453-7988  
Fax: 706-453-2311

### Hancock

Sparta Ishmaelite  
Telephone: 706-444-5330  
Fax: 706-444-9063

### Jasper

The Monticello News  
<http://themonticellonews.com/>  
Telephone: 706-468-6511  
Fax: 706-468-6576

### Morgan

The Morgan County Citizen:  
<http://morgancountycitizen.com/>  
Telephone: 706-342-7440  
Fax: 706-342-2140

### Putnum

The Eatonton Messenger  
<http://www.msgr.com/>  
Telephone: 706-485-3501  
Fax: 706-485-4166

### Walton

The Walton Tribune  
<http://waltontribune.com/>  
Telephone: 770-267-8371  
Fax: 770-267-7780

## Affidavit for Executive Session

Affidavit of Steve W. Schaefer  
Morgan County, State of Georgia

Personally appeared before the undersigned attesting officer duly authorized to administer oaths who, on oath, after being duly sworn, deposes and says:

-1-

My name is Steve W. Schaefer and I reside at 606 North Main Street, Madison, GA 30650.

-2-

I presided over a meeting of the Uncle Remus Regional Library System Board of Trustees, which took place on August 9 2012, at 2:00 p.m. at 1121 East Avenue, Madison GA 30650.

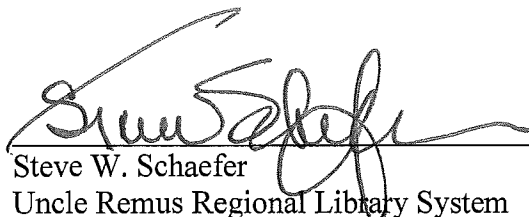
-3-

The executive session of the meeting was devoted to matters covered within the specific exceptions to the Open Meetings Act, as provided in O.C.G.A. 50-14-3.

-4-

Specifically, the matters attended to are covered by O.C.G.A. Section 50-14-2 and consisted of discussion of consultation with legal counsel pertaining to potential litigation.

Further Affiant sayeth not.

  
Steve W. Schaefer  
Uncle Remus Regional Library System  
Board of Trustees

Sworn to subscribed before me

This 9<sup>th</sup> day of August 2012

May E. Young  
Notary Public

My Commission Expires

