



**Thursday, August 11, 2016 at 2:00 PM
ILF Office Park**

Present: Robyn Young, Dr. David Peter, Stephanie Davis, Kevin Petsche, Heather McNabb, Emily Ellis, Edra Waterman, Jason Hatton, Dan Toon, Cheryl Blevens, Steve Pearl, Tara White, Kelly Ehinger, Diane Huerkamp, and Ex-officio members: Jake Speers. Guests: Tisa Davis, and Susan Smith.

Teleconference: Beverly Gard, Amber Arnold, and Michelle Houser

Not Present: Laurel Setser

President Robyn Young called the meeting to order at 2:01 P.M.

1. The agenda was reviewed. **The agenda was approved by consent.**
 - 1.1 Discussion of moving to new agenda. The Committee Reports will present their reports [written] prior to the ILF Board meetings so that all board, association, committee, and division volunteers spend in-person and conference call time discussing important issues that advance the mission. The changes will accomplish these things:
 - i. Demonstrate appreciation for volunteer time to make volunteering and contributions to ILF more meaningful experience.
 - ii. Improve communications so that we all know what others are doing. It is realized that this may take a few months to create this culture.
 - 1.2 Discussion of moving to standardized report format by next meeting. By October 1, that format is fully in place. Reports are to be submitted to Lucinda with deadlines.
2. **Standard Reports and Approvals:**
 - 2.1 Secretary's Report- Approval of Minutes (June 2016)-Diane Huerkamp

A motion was made by Edra Waterman to accept June 3, 2016 minutes with an amendment to page 2 regarding memberships [Change 5-4 to read that 1,000 trustees have renewed membership]. The motioned was seconded by Emily Ellis. Motion carried.
 - 2.2 Treasurer's and Finance Committee Report-
 - i. Acceptance of Financials (June and yearend 2016), subject to audit or review, Kevin Petsche and Stephanie Davis.

Three financial statements were presented. **Activities with Budget** Note: Did not spend the entire budgeted initiative funds. Staff budget lowered due to changing in positions. **Statement of net assets:** these statements are for the fiscal year that ended June 30th. These are not final reports, they need to be turned into the auditor and complete the 990.

A motion to accept the financials, subject to review was made by Kevin Petsche and seconded by Kelly Ehinger. Motion carried.
 - ii. Discussion to authorize audit or more formal review if assessed to be needed. On April 14, 2016 a motion was made to move forward to outsource a service for a three year compilation without opinion. Lucinda met with the accounting firm and upon recommendation by the firm because of the change in leadership, the merger with the Endowment, the dissolution of the Endowment, and because ILF

wants/needs to be eligible for philanthropic funding. Lucinda has requested reconsideration. Lucinda reviewed the options from a full scale audit, a compilation with disclosure, and a compilation without disclosure; it was suggested to rescind the April 14, 2016 motion.

A motion was made by Edra Waterman to **rescind** the April 14, 2016 motion for a three-year compilation without disclosure to align with the terms of the office of the Treasurer. The motion to resend said motion was seconded by Kelly Ehlinger. Motion carried.

A motion was made by Heather McNabb to authorize Lucinda to proceed with the accounting firm engagement that will meet the needs of ILF and put ILF in the best position for external communications, reporting, and grant seeking. The motion was seconded by Emily Ellis. Motion carried.

2.3 President's Report and Approvals (Robyn Young)

i. Approve/Ratify \$5,000 budget allocation to IT within approved 2016-2017 Budget.

A motion was made by Stephanie Davis to authorize the reallocation of \$5,000 to IT within the approved FY2017 budget. The motion was seconded by Steve Pearl. Motion carried.

ii. Authorize registration of Lucinda Nord as legislative and executive branch lobbyist, to be completed as needed (legislative immediately related to Interim Study Committees, and executive branch when needed, which is up to 15 days after covered contacts with administration). Lucinda is working closely with Carolyn and Matt from Bose on advocacy issues. There are two processes—one for state legislative lobbying and another for executive branch lobbying. Lucinda and Bose will monitor the time spent. Registration fee is \$200.

Beverly Gard supported registering Lucinda. In addition, Lucinda taught lobbying for not for profit.

A motion was made by Bev Gard to authorize Lucinda to register as an executive branch and legislative as needed as a lobbyist. The motion was seconded by Kelly Ehlinger. Motion Carried.

2.4 Committee, Associations and Division Reports and Approvals

i. Awards, Honors and Scholarships Committee (Tara White)-

A motion was made by Tara White to approve recommendation for 13 awards and expenditures of \$6,000 for 6 scholarships. The motion was seconded by Dr. David Peter. Motion carried. Due to being award recipients, Stephanie and Robyn recused themselves from the vote.

Lucinda introduced the 5x5 Competition idea for conference. The Committee is requesting preliminary approval for the idea of a 5x5 competition at the Annual Conference, subject to being able to put the plans in place and within a budget. There was discussion to customize it to our event, perhaps a 3 minutes and 3 slides to implement the projects and incorporate in the award luncheon.

A motion was made by Edra Waterman to approve the competition concept not to exceed \$1,500. The motion was seconded by Tara White. Motion carried.

ii. Ad Hoc Committee to review Employee Handbook (Edra Waterman and Stephanie Davis). The Board and Lucinda identified key changes that needed to be made immediately (comp time and retirement contribution corrections) and made those in July. For the other consistency and policy issues, many thanks to Edra and Stephanie for reviewing the Employee Handbook to review areas for policy change and consistency. Lucinda will rewrite according to the recommend changes, provide to the full ILF Board in advance of the October ILF Board

meeting. An executive summary of the key policy changes and then a full copy for review will be provided.

iii. Annual conference Committee (David Peter)

A motion was made by Dr. David Peter to authorize the staff to secure the location and venue and to execute a contract for the 2018 Annual Conference. The motion was seconded by Edra Waterman. Motion carried.

iv. Nominating Committee (Bev Gard)

Development of recruitment for membership. A slate of officers will be presented to the Board. Beverly is chair for the Nominating Committee. There was much discussion regarding the process of nominating officers.

v. IPLA, Indiana Public Library Association (Edra Waterman)

A motion was made to approve the report presented by Heather McNabb as listed. The motion was seconded by Kelly Ehinger. Motion carried.

Kelly shared that she appreciated the report that Lucinda provided.

vi. Acceptance of reports with no action needed.

2.5 Staff Reports and Board Actions

Staff reports submitted:

i. Membership

ii. Finance- Susan Smith

iii. Communications –Tisa Davis

iv. Conference and Meetings – Megan Zanto

v. Director's Report – Lucinda Nord

3. Executive Director's Presentation and Work Plan- Lucinda Nord

Lucinda prepared a short presentation and exercise for the ILF Board, followed by discussion and decisions.

3.1 The State of ILF and comparisons over time

The expenses currently are not reflective of how we report our expenses if we just want to be a trade organization, instead of elevating libraries. There has been no annual report since 2006. Lucinda shared that an Annual Report tells the story; it is a tool of communication. It entices professionals to want to join and be part of ILF.

3.2 Benchmarking with other state library associations: Tabled

3.3 Feedback from initial "Aspirations, Challenges and Changes" conversations

Lucinda met with all the Board members except Dan Toon. The Board thanked Lucinda for visiting with the Board members and others to gather the feedback and develop a comprehensive plan.

3.4 Work plan for July-December 2016 (with ideas for 2017)

Lucinda: presentation.

A motion was made by Stephanie Dave to rescind the motion on February 11, 2016 regarding staffing. The motion recommended Option 3 to alter the Communication Coordinator's position from full time to part time; Part time Financial Coordinator; full time Executive Director; Full time Conference/Membership Manager. The motion to rescind said motion was seconded by Emily Ellis. Motion carried.

4. Professional Development: Edra Waterman will serve as ILF Board Liaison to Professional Development- a part of the Annual Conference Committee.

5. Discuss and Approve Work Plan

4.1 Discussion, Feedback and Consensus

i. Guiding principles and foundations for long-term strategy

ii. Five primary areas in work plan with targets and timelines

iii. Flexibility in increasing interim capacity with staff, consultants, students, and volunteers within budget.

A motion was made by Edra Waterman to accept the 2016 ILF Work Plan, recognizing that it may adapt as we engage members and leaders in discussion. The motion was seconded by Emily Ellis. Motion carried.

Lucinda asked if it is ok to share with members. The Board authorized Lucinda to share with members

4.2 Board Actions and Communications

- i. Proposal to create direct line from committees to board and opportunities to suspend, revive, or table committees. The Board is in agreement that ILF Board members need to sit on ILF Committees.
- ii. Appointment and changes for AD hoc and Committees
 1. Finance- Discuss yearend, meet with Wells Fargo; meet with accounting firm(s). The ILF staff will be meeting to discuss the yearend and by December will approve the 990.
 2. Membership Committee: Dr. David Peter will serve as the ILF Board Liaison to Membership Committee.
 3. Legislative Committee: The ILF Board appointed Kelly Ehinger to serve as the ILF Board representative.
 4. Publications/Communications: Diane Huerkamp will serve as ILF Board Liaison to Publications and Communications.
 5. Annual Conference/ Professional Development: Edra Waterman will serve as ILF Board Liaison to Annual Conference/ Professional Development- a part of the Annual Conference Committee.
 6. As President Elect, Edra Waterman will serve as ILF Liaison to the Annual Conference Committee.
 7. Bylaws revision: Stephanie Davis will serve as ILF Board Liaison to By-Laws Committee.
 8. Ad Hoc Strategic planning, legal documents/ organizing, aligned with work plan Committee: Heather McNabb will serve as ILF Board Liaison to By-Laws Committee.
- iii. Discussion of Board communication
 1. ‘Tween’ calls for Board in odd months –The ILF Board unanimously agreed to have ‘Tween’ mini conference calls between Board Meetings. Lucinda will send out a Doodle poll to determine dates.
 2. Board preference on communication about questions that arise and progress in plan: My membership/ email with action required- survey or Your membership box.
 3. Groups in Your Membership: Please refer to this portal for current correspondences, minutes, and documents.
New Business
NA
Adjourn:

A motion was made by Edra Waterman to adjourn the meeting. The motion was seconded by Don Toon. Meeting adjourned at 4:11 PM



*Promoting all libraries in Indiana and fostering
the professional growth of our members*

Staff Reports to the ILF Board of Directors For August 11, 2016 Meeting

Membership

- Personal memberships are down for this time in the year. (1047 total: AISLE-212, IPLA-731, IALA-104)
- Library memberships are steady. (179 members as of 8.2.16; one greater than end of 2015. ~1253 trustees)
- NEW (145 first-time ILF members, which includes those new with ALA/ ILF joint student membership)
- RENEWAL (remaining 902 members are renewing)

Finance:

- For month of June 2016, total revenues were \$12,272.31 and total expenses were \$33,457.41.
- For FY 7/1/15-6/30/16, total revenues were \$618,270.84 and total expenses were \$588,938.68, subject to review. Total assets were \$859,599.21.
- End of old year/set up new year activity including transitioning software and data files; entering new budget; preparing financial packet for our fiscal year end required by K.B. Parrish & Associates. Still receiving bills related to year end 6/30/16. Target date for submission is 8/15/16.
- Charity Gaming Single Event License obtained for CYPD Conference door prizes. Value of all prizes must be less than \$1,000 to be in compliance.

Communications Report:

- Journal – new cover; 4 reviewed articles; in final editing and to be printed by board meeting.
- Focus issues – exploring transition to electronic newsletter and possible transition of “advertisers” to “sponsors”
- Website traffic – up overall for full year, according to analytics, though temporarily down over summer (possibly related to school librarians).
- Social Media – incremental increases; exploring full review with website and communications plan – Since March we have gained 38 followers on Twitter.

Conference Report:

- RFP for 2018 conference out; only 1 proposal received by 7/31 deadline due to downtown availability. Considering alternate dates and creative location with representative from Visit Indy.
- Registrations open for DIY, CYPD, SAMS, FOIL, IPLA and Legislative Fall Forum, Annual Conference
- Soliciting exhibitors for Annual conference, with attention to diversity of vendor types, as well as additional sponsors. Currently, 4 sponsors and over half of exhibitor spaces filled
- 2016 Annual Conference is on track—finalizing details and looking forward to next year’s planning process.

Director's Report (June – July activity)

- **Administrative issues**
 - Met with key vendors: attorney, IT consultant, insurance provider, legislative advocates, investment account managers, accounting firm
 - Completed new health insurance plan for ILF
 - Implemented changes effective July 1 related to eliminating “comp time” in ADP Time Management software and tracking for new Overtime Rule compliance
 - Requested reallocation of \$5K from furniture to IT for purposes of software updates, creation of exchange server updates to allow shared calendar and contacts, increased security. Working to completed contract with IT Vendor Matt Maher.
- **Member and Stakeholder Relationships**
 - Interviewed 37 ILF members or chairs of board, associations, committees or divisions based on Harwood's Aspirations Tool (as of 8/4).
 - Visited 11 libraries, 11 counties.
 - Meetings with Indiana State Library Staff with plan for regular meetings and collaboration.
 - Outreach to and preparation with 4 libraries in/near Marshall County, Indiana Township Trustee Association and Association of Indiana Counties regarding legislative issue before the Interim Study Committee on Government.
 - Outreach to IN Dept of Education regarding ESSA implementation and Advisory Committee on Afterschool Programs (Nord on Cmte)
- **Advancing Mission**
 - Began compiling info for *2016 Annual Report* (none published since 2006).
 - Initiated analysis, interviews and benchmarking, including financial analysis with Your Membership, Financial Statements and IRS Forms 990
 - Developed Work Plan for 2016, that will lay foundation for longer term strategic planning

Indiana Library Federation
Statement of Activities with Budget Comparison
For the period ended July 31, 2016

Date prepared August 3, 2016

	Actual Current Month	Budget Current Month	Actual Year to Date	Budget Year to Date	Variance %	Annual Budget
Annual Conference Revenue	15,317.50	0.00	15,317.50	0.00	0.00	225,851.00
Annual Conference Expenditures	(6,215.19)	0.00	(6,215.19)	0.00	0.00	(107,032.00)
<u>Annual Conference, net</u>	<u>9,102.31</u>	<u>0.00</u>	<u>9,102.31</u>	<u>0.00</u>	<u>0.00</u>	<u>118,819.00</u>
Personal Dues	3,740.00	0.00	3,740.00	0.00	0.00	76,987.00
Dues Public Library	2,396.10	0.00	2,396.10	0.00	0.00	141,341.00
Dues Affiliates	0.00	0.00	0.00	0.00	0.00	1,305.00
Dues Academic	0.00	0.00	0.00	0.00	0.00	1,500.00
Dues Friend of Indiana Library	0.00	0.00	0.00	0.00	0.00	1,505.00
<u>Membership</u>	<u>6,136.10</u>	<u>0.00</u>	<u>6,136.10</u>	<u>0.00</u>	<u>0.00</u>	<u>222,638.00</u>
IPLA Conference	0.00	0.00	0.00	0.00	0.00	(630.00)
CYPD Conference	12,560.00	0.00	12,560.00	0.00	0.00	(5,322.00)
SAMS Conference	225.00	0.00	225.00	0.00	0.00	1,556.00
Reference Conference	0.00	34.00	0.00	34.00	(100.00)	34.00
FOIL Conference	90.00	0.00	90.00	0.00	0.00	(39.00)
LITD Conference	0.00	0.00	0.00	0.00	0.00	(169.00)
District Conferences	0.00	0.00	0.00	0.00	0.00	2,076.00
Legislative Conference	(1,120.00)	0.00	(1,120.00)	0.00	0.00	(216.00)
Infrastructure Support	130.00	392.00	130.00	392.00	(66.84)	33,919.00
<u>Conferences, net</u>	<u>11,885.00</u>	<u>426.00</u>	<u>11,885.00</u>	<u>426.00</u>	<u>2,689.91</u>	<u>31,209.00</u>
Intellectual Freedom Comm	0.00	(100.00)	0.00	(100.00)	(100.00)	(100.00)
Awards & Honors Committee	0.00	(1,000.00)	0.00	(1,000.00)	(100.00)	(1,000.00)
Membership Committee	0.00	(100.00)	0.00	(100.00)	(100.00)	(100.00)
Publications Committee	0.00	(100.00)	0.00	(100.00)	(100.00)	(100.00)
Annual Conf Committee	(101.53)	(200.00)	(101.53)	(200.00)	(49.24)	(200.00)
Budget Committee	0.00	(100.00)	0.00	(100.00)	(100.00)	(100.00)
Insurance Committee	0.00	(100.00)	0.00	(100.00)	(100.00)	(100.00)
Nominating Committee	0.00	(100.00)	0.00	(100.00)	(100.00)	(100.00)
IALA Association	0.00	(1,000.00)	0.00	(1,000.00)	(100.00)	(1,000.00)
IPLA Association	(1,468.29)	(4,500.00)	(1,468.29)	(4,500.00)	(67.37)	(4,500.00)
ILTA Association	0.00	(1,000.00)	0.00	(1,000.00)	(100.00)	(1,000.00)
AISLE Association	0.00	(833.00)	0.00	(833.00)	(100.00)	(10,000.00)
Young Hoosier Book Award	328.50	(400.00)	328.50	(400.00)	(182.13)	(400.00)
Eliot Rosewater Award	10.00	(1,225.00)	10.00	(1,225.00)	(100.82)	(1,225.00)
Read Aloud Books	0.00	(400.00)	0.00	(400.00)	(100.00)	(400.00)
Ronald McDonald House	0.00	(650.00)	0.00	(650.00)	(100.00)	(650.00)
Special Initiatives	(25,000.00)	(35,000.00)	(25,000.00)	(35,000.00)	(28.57)	(95,000.00)
<u>Programs & Units, net</u>	<u>(26,231.32)</u>	<u>(46,808.00)</u>	<u>(26,231.32)</u>	<u>(46,808.00)</u>	<u>(43.96)</u>	<u>(115,975.00)</u>

Indiana Library Federation
Statement of Activities with Budget Comparison
For the period ended July 31, 2016

Date prepared August 3, 2016

	Actual Current Month	Budget Current Month	Actual Year to Date	Budget Year to Date	Variance %	Annual Budget
Miscellaneous Income	550.00	2,010.00	550.00	2,010.00	(72.64)	2,010.00
Investment Income, net of fees	(928.16)	1,324.00	(928.16)	1,324.00	(170.10)	15,862.00
Unrealized Gains (Losses)	12,339.14	0.00	12,339.14	0.00	0.00	0.00
	<u>11,960.98</u>	<u>3,334.00</u>	<u>11,960.98</u>	<u>3,334.00</u>	<u>258.76</u>	<u>17,872.00</u>
Investments & Miscellaneous, net	<u>11,960.98</u>	<u>3,334.00</u>	<u>11,960.98</u>	<u>3,334.00</u>	<u>258.76</u>	<u>17,872.00</u>
Staff Wages and Benefits	(14,834.18)	(17,340.00)	(14,834.18)	(17,340.00)	(14.45)	(208,210.00)
Legislative Advocate	0.00	(4,588.00)	0.00	(4,588.00)	(100.00)	(55,450.00)
Accounting and Legal	(154.76)	(8,539.00)	(154.76)	(8,539.00)	(98.19)	(10,618.00)
Bank and Credit Card Charges	(1,170.10)	(794.00)	(1,170.10)	(794.00)	47.37	(9,605.00)
Office Supplies	(21.38)	(212.00)	(21.38)	(212.00)	(89.92)	(2,500.00)
Service Contracts	(765.87)	(547.00)	(765.87)	(547.00)	40.01	(6,542.00)
Telephone	(394.04)	(538.00)	(394.04)	(538.00)	(26.76)	(6,412.00)
Tech, Website, E-Communication	0.00	(1,004.00)	0.00	(1,004.00)	(100.00)	(12,070.00)
Dues & Subscriptions	0.00	(47.00)	0.00	(47.00)	(100.00)	(575.00)
Postage	41.00	(200.00)	41.00	(200.00)	(120.50)	(2,406.00)
Rent & Occupancy	(2,636.01)	(3,376.00)	(2,636.01)	(3,376.00)	(21.92)	(32,391.00)
Insurance	0.00	0.00	0.00	0.00	0.00	(4,670.00)
Communication & Outreach	0.00	(4,000.00)	0.00	(4,000.00)	(100.00)	(4,000.00)
Leadership Retreat	0.00	0.00	0.00	0.00	0.00	(1,000.00)
Travel;	(221.80)	(750.00)	(221.80)	(750.00)	(70.43)	(24,000.00)
Depreciation	(113.85)	(112.00)	(113.85)	(112.00)	1.65	(1,366.00)
Miscellaneous	(50.00)	(310.00)	(50.00)	(310.00)	(83.87)	(310.00)
	<u>(20,320.99)</u>	<u>(42,357.00)</u>	<u>(20,320.99)</u>	<u>(42,357.00)</u>	<u>(52.02)</u>	<u>(382,125.00)</u>
Operating Expenses	<u>(20,320.99)</u>	<u>(42,357.00)</u>	<u>(20,320.99)</u>	<u>(42,357.00)</u>	<u>(52.02)</u>	<u>(382,125.00)</u>
Restricted Funds, net	<u>3,459.28</u>	<u>(9,812.00)</u>	<u>3,459.28</u>	<u>(9,812.00)</u>	<u>(135.26)</u>	<u>(6,049.00)</u>
Increase (decrease) in Net Assets	<u><u>(4,008.64)</u></u>	<u><u>(95,217.00)</u></u>	<u><u>(4,008.64)</u></u>	<u><u>(95,217.00)</u></u>	<u><u>(95.79)</u></u>	<u><u>(113,611.00)</u></u>

Indiana Library Federation
Statement of Activities with Budget Comparison
For the period ended June 30, 2016

Date prepared August 5, 2016

	Actual Current Month	Budget Current Month	Actual Year to Date	Budget Year to Date	Variance %	Annual Budget
Annual Conference Revenue	0.00	0.00	214,575.50	208,600.00	2.86	208,600.00
Annual Conference Expenditures	0.00	0.00	(102,800.06)	(104,200.00)	(1.34)	(104,200.00)
<u>Annual Conference, net</u>	<u>0.00</u>	<u>0.00</u>	<u>111,775.44</u>	<u>104,400.00</u>	<u>7.06</u>	<u>104,400.00</u>
Personal Dues	2,254.00	0.00	85,615.00	77,931.00	9.86	77,931.00
Dues Public Library	6,171.21	0.00	161,401.18	147,130.00	9.70	147,130.00
Dues Affiliates	100.00	0.00	700.00	1,130.00	(38.05)	1,130.00
Dues Academic	0.00	0.00	1,500.00	1,050.00	42.86	1,050.00
Dues Friend of Indiana Library	0.00	0.00	1,685.00	1,890.00	(10.85)	1,890.00
<u>Membership</u>	<u>8,525.21</u>	<u>0.00</u>	<u>250,901.18</u>	<u>229,131.00</u>	<u>9.50</u>	<u>229,131.00</u>
IPLA Conference	0.00	0.00	72.79	0.00	0.00	0.00
CYPD Conference	0.00	0.00	(1,638.05)	9,658.00	(116.96)	9,658.00
SAMS Conference	0.00	0.00	2,124.33	2,246.00	(5.42)	2,246.00
Reference Conference	0.00	0.00	108.63	519.00	(79.07)	519.00
FOIL Conference	0.00	0.00	(169.20)	0.00	0.00	0.00
LITD Conference	0.00	0.00	(311.37)	0.00	0.00	0.00
District Conferences	(326.32)	0.00	3,367.78	13,925.00	(75.81)	13,925.00
Legislative Conference	0.00	0.00	(1,567.14)	0.00	0.00	0.00
Infrastructure Support	234.87	0.00	25,205.49	9,802.00	157.15	9,802.00
<u>Conferences, net</u>	<u>(91.45)</u>	<u>0.00</u>	<u>27,193.26</u>	<u>36,150.00</u>	<u>(24.78)</u>	<u>36,150.00</u>
Intellectual Freedom Comm	0.00	0.00	0.00	(260.00)	(100.00)	(260.00)
Awards & Honors Committee	0.00	0.00	(930.08)	(837.00)	11.12	(837.00)
Publications Committee	0.00	0.00	(20.00)	0.00	0.00	0.00
IALA Association	0.00	0.00	(331.33)	(1,500.00)	(77.91)	(1,500.00)
IPLA Association	0.00	0.00	0.00	(6,000.00)	(100.00)	(6,000.00)
AISLE Association	(4,776.10)	(1,298.00)	(13,356.68)	(15,576.00)	(14.25)	(15,576.00)
Young Hoosier Book Award	418.00	42.00	(503.70)	500.00	(200.74)	500.00
Eliot Rosewater Award	87.50	8.00	120.94	100.00	20.94	100.00
Read Aloud Books	0.00	(42.00)	2.00	(500.00)	(100.40)	(500.00)
Ronald McDonald House	0.00	(63.00)	(215.00)	(750.00)	(71.33)	(750.00)
Special Initiatives	0.00	0.00	(5,000.00)	(100,000.00)	(95.00)	(100,000.00)
<u>Programs & Units, net</u>	<u>(4,270.60)</u>	<u>(1,353.00)</u>	<u>(20,233.85)</u>	<u>(124,823.00)</u>	<u>(83.79)</u>	<u>(124,823.00)</u>
Miscellaneous Income	65.91	0.00	1,799.78	3,410.00	(47.22)	3,410.00
Grants and Donations General	0.00	0.00	7,823.00	0.00	0.00	0.00
Investment Income, net of fees	2,450.86	3,558.00	8,231.33	42,666.00	(80.71)	42,666.00
Unrealized Gains (Losses)	12,957.98	0.00	(17,126.47)	0.00	0.00	0.00

Indiana Library Federation
Statement of Activities with Budget Comparison
For the period ended June 30, 2016

Date prepared August 5, 2016

	Actual Current Month	Budget Current Month	Actual Year to Date	Budget Year to Date	Variance %	Annual Budget
<u>Investments & Miscellaneous, net</u>	<u>15,474.75</u>	<u>3,558.00</u>	<u>727.64</u>	<u>46,076.00</u>	<u>(98.42)</u>	<u>46,076.00</u>
Staff Wages and Benefits	(15,053.34)	(18,933.00)	(194,747.22)	(227,198.00)	(14.28)	(227,198.00)
Legislative Advocate	(4,572.33)	(4,536.00)	(54,686.98)	(54,200.00)	0.90	(54,200.00)
Accounting and Legal	(682.79)	(174.00)	(16,874.98)	(10,090.00)	67.24	(10,090.00)
Bank and Credit Card Charges	(579.65)	(146.00)	(9,801.55)	(9,150.00)	7.12	(9,150.00)
Office Supplies	(74.96)	(208.00)	(3,105.59)	(2,500.00)	24.22	(2,500.00)
Service Contracts	(370.32)	(395.00)	(4,240.84)	(4,736.00)	(10.46)	(4,736.00)
Telephone	(552.36)	(1,637.00)	(7,732.19)	(19,640.00)	(60.63)	(19,640.00)
Tech, Website, E-Communication	0.00	(1,031.00)	(8,859.88)	(12,370.00)	(28.38)	(12,370.00)
Dues & Subscriptions	(125.00)	0.00	(632.00)	(485.00)	30.31	(485.00)
Postage	(152.00)	(201.00)	(2,102.88)	(2,406.00)	(12.60)	(2,406.00)
Rent & Occupancy	(2,646.83)	(2,626.00)	(31,893.20)	(31,884.00)	0.03	(31,884.00)
Insurance	0.00	0.00	(4,854.00)	(4,170.00)	16.40	(4,170.00)
Communication & Outreach	0.00	0.00	0.00	(2,000.00)	(100.00)	(2,000.00)
Leadership Retreat	0.00	0.00	(1,185.13)	(1,000.00)	18.51	(1,000.00)
Travel;	(3,216.49)	(375.00)	(16,979.97)	(10,500.00)	61.71	(10,500.00)
Depreciation	(113.85)	(43.00)	(1,878.50)	(512.00)	266.89	(512.00)
Miscellaneous	0.00	(458.00)	(993.39)	(5,500.00)	(81.94)	(5,500.00)
Supplies FOCUS/IN Libraries	0.00	0.00	0.00	(190.00)	(100.00)	(190.00)
<u>Operating Expenses</u>	<u>(28,139.92)</u>	<u>(30,763.00)</u>	<u>(360,568.30)</u>	<u>(398,531.00)</u>	<u>(9.53)</u>	<u>(398,531.00)</u>
<u>Restricted Funds, net</u>	<u>383.68</u>	<u>567.00</u>	<u>2,467.86</u>	<u>(1,899.00)</u>	<u>(229.96)</u>	<u>(1,899.00)</u>
Increase (decrease) in Net Assets	<u>(8,118.33)</u>	<u>(27,991.00)</u>	<u>\$ 12,263.23</u>	<u>\$ (109,496.00)</u>	<u>(111.20)</u>	<u>(109,496.00)</u>

Indiana Library Federation
Statement of Net Assets
July 31, 2016

Date prepared August 3, 2016

ASSETS

Current Assets		
Cash	\$	82,227.77
Accounts Receivable		215.50
		<hr/>
Total Current Assets		82,443.27
Investments		
Operating Funds		331,539.17
Programs & Units Funds		358,754.85
Restricted Funds		115,411.96
		<hr/>
Total Investments		805,705.98
Property and Equipment		
Furniture and Equipment		15,603.98
Accumulated Depreciation		(5,783.55)
		<hr/>
Total Property and Equipment		9,820.43
		<hr/>
Total Assets	\$	<u><u>897,969.68</u></u>

LIABILITIES AND NET ASSETS

Current Liabilities		
Accounts Payable	\$	6,554.61
Accrued Expenses		2,155.00
Deferred Income - Conferences		33,116.50
		<hr/>
Total Current Liabilities		41,826.11
		<hr/>
Total Liabilities		41,826.11
Net Assets		
Unrestricted Funds		750,673.00
Temporarily Restricted Funds		109,479.21
Change in Net Assets		(4,008.64)
		<hr/>
Total Net Assets		856,143.57
		<hr/>
Total Liabilities & Net Assets	\$	<u><u>897,969.68</u></u>

Indiana Library Federation
Statement of Net Assets
June 30, 2016

Date prepared August 5, 2016

ASSETS

Current Assets		
Cash	\$	76,525.95
Accounts Receivable		1,622.00
Prepaid Expenses		33,974.13
		112,122.08
Total Current Assets		
Investments		
Operating Funds		328,674.52
Programs & Units Funds		350,418.88
Restricted Funds		111,952.68
		791,046.08
Total Investments		
Property and Equipment		
Furniture and Equipment		15,603.98
Accumulated Depreciation		(5,669.70)
		9,934.28
Total Property and Equipment		
		9,934.28
Total Assets		
	\$	913,102.44

LIABILITIES AND NET ASSETS

Current Liabilities		
Accounts Payable	\$	18,567.59
Payroll Withholdings		321.14
Accrued Expenses		1,498.00
Deferred Income - Conferences		33,116.50
		53,503.23
Total Current Liabilities		
		53,503.23
Total Liabilities		
		53,503.23
Net Assets		
Unrestricted Funds		735,383.30
Temporarily Restricted Funds		111,952.68
Change in Net Assets		12,263.23
		859,599.21
Total Net Assets		
		859,599.21
Total Liabilities & Net Assets		
	\$	913,102.44