



DECATUR PUBLIC LIBRARY

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**Board of Trustees
FINANCE AND PROPERTIES COMMITTEE
Meeting AGENDA
Wednesday, September 17, 2025
4:30 p.m.
Board Room**

- I. Call to Order** – Sofia Xethalis
- II. Consent Agenda** (Approval of Agenda; Approval of August 13, 2025 Minutes)
- III. Written Communications from the Public**
- IV. Public Comment**— 15-minute time period for citizens to appear and express their views before the Decatur Public Library Board. Limit of 3 minutes per speaker; total of 15 minutes. No immediate response will be given by the Library Trustees or Library staff members
- V. Old Business**
 - A.** Capital Needs (Discussion)
 - B.** Furniture Project Update (Discussion)
 - C.** FY2026 Budget (Discussion)
 - D.** Other (Discussion)
- VI. New Business**
 - A.** August 2025 Check Register and Vendor Report (Action)

B. August 2025 Actuals & Projection (Discussion)

C. Other (Discussion)

VII. Adjournment



DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance and Properties
Minutes

Date: August 13, 2025 meeting

Time: 4:30 p.m.

Location: Board Room

Present:

Emily West

Sofia Xethalis

Paula Cross

Karl Coleman (attended remotely)

Staff: Rick Meyer, City Librarian, Alissa Henkel, Director Program, Resources, and Services

Absent:

Blake Allison

Guests:

Call to Order: Ms. Xethalis called the meeting to order at 4:43pm. The committee approved Mr. Coleman attending remotely.

Consent Agenda

Ms. Cross made a motion to approve the consent agenda. All in favor. The motion was adopted.

Written Communication from the Public: Mr. Meyer stated that he received a FOIA.

Public Comments:

Old Business

Capital Needs (Discussion) No discussion.

Furniture Project Update (Discussion) Mr. Meyer stated there is a small trim item and two booths that need to be fixed. This should be completed soon.

New Business

July 2025 Check Register and Vendor Report (Action) Ms. West made a motion to approve the check register and send to the full Board, seconded by Ms. Cross. Ms. Xethalis requested a roll call vote. Mr. Coleman yes, Ms. Cross yes, Ms. West yes, Ms. Xethalis yes. The motion was adopted.

July 2025 Actuals and Projection (Discussion) Mr. Meyer presented the actual and projected budget detail.

FY2026 Budget Drafts (Action) Ms. Xethalis made a motion to send the need budget for 2026 to the Board for approval, seconded by Ms. Cross. Ms. Xethalis requested a roll call vote. Ms. Xethalis requested a roll call vote. Mr. Coleman yes, Ms. Cross yes, Ms. West yes, Ms. Xethalis yes. The motion was adopted.

Other (Discussion) Ms. Xethalis stated she was unable to attend on the September 10, 2025 Finance and Property meeting. The meeting will be moved to September 3, 2025.

Adjournment

Ms. West made a motion to adjourn at 5:41pm, seconded by Mr. Coleman. All in favor. The motion was adopted.

Scribe, Michelle Whitehead, Executive Administrative Assistant

Draft 8/13/2025

Library Operating Revenue		3 Year Actual Average (FY2022-FY2024)	2024 Budget	2025 Budget	2026 change from 2025		Change from 2024
Fund							
Real Estate Taxes	\$	2,948,380	\$ 3,122,000	\$ 3,222,539	\$ 4,600,000	43%	47%
PPRT	\$	868,472	\$ 740,000	\$ 592,000	\$ 200,000	-66%	-73%
State Grants or other	\$	113,422	\$ 104,020	\$ 104,020	\$ 104,020	0%	0%
Other Grants	\$	78,053	\$ 300,000	\$ 150,000	\$ 100,000		
Gifts					\$ 50,000		
PILOT	\$	549,900	\$ 540,096	\$ 556,299	\$ 560,000	1%	4%
Fines	\$	6,561	\$ 6,500	\$ 4,500	\$ 5,000	11%	-23%
Non-Resident Fee	\$	122	\$ 100	\$ 100	\$ 100	0%	0%
Lost or Damaged Items	\$	5,439	\$ 5,000	\$ 5,000	\$ 3,000	-40%	-40%
Copies/Miscellaneous	\$	12,978	\$ 12,500	\$ 14,000	\$ 11,000	-21%	-12%
Meeting Room Fees	\$	4,158	\$ 3,500	\$ 4,000	\$ 6,000	50%	71%
Interest Income	\$	9,569	\$ 5,000	\$ 6,000	\$ 4,000	-33%	-20%
Investment Income	\$	14,516	\$ 3,000	\$ 5,000	\$ 7,000	40%	133%
Sale of Property	\$	1,707	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
Miscellaneous Income	\$	500	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
Reimbursement of Expense	\$	8,604	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
Totals	\$	4,622,380	\$ 4,841,716	\$ 4,663,458	\$ 5,650,120	21%	17%
Expenditures							
Fund		3 Year Actual Average	2024 Budget	2025 Budget	2026	Change from 2025	Change from 2024
Salaries	\$	1,670,826	\$ 1,770,819	\$ 1,867,224	\$ 2,199,907	18%	24%
Overtime	\$	79	\$ -	\$ -	\$ -		
IMRF	\$	117,934	\$ 117,648	\$ 135,590	\$ 182,601	35%	55%
FICA/Medicare	\$	125,375	\$ 136,572	\$ 144,064	\$ 169,527	18%	24%
Life insurance	\$	2,643	\$ 3,283	\$ 3,800	\$ 4,097	8%	25%
Medical insurance	\$	606,959	\$ 706,800	\$ 741,000	\$ 1,102,608	49%	56%
Service recognition	\$	14,135	\$ 14,430	\$ 15,970	\$ 16,130	1%	12%
Total Personnel	\$	2,537,951	\$ 2,712,400	\$ 2,907,648	\$ 3,674,870	26%	35%
Fund		3 Year Actual Average	2024 Budget	2025 Budget	2026	Change from 2025	Change from 2024
Unemployment insurance	\$	1,088	\$ 1,128	\$ 1,176	\$ 1,204	2%	7%
Advertising	\$	592	\$ 900	\$ 900	\$ 900	0%	0%
Printing/binding	\$	-	\$ -	\$ -	\$ -		
Service to maintain Building	\$	615	\$ -	\$ -	\$ 1,000		
Service to Office Equipment	\$	19,994	\$ 22,000	\$ 25,000	\$ 15,000	-40%	-32%
IT Services	\$	30,513	\$ 16,337	\$ 19,967	\$ 20,446	2%	25%
Telephone/Internet	\$	9,861	\$ 16,000	\$ 6,000	\$ 7,500	25%	-53%
Banking Service Charges	\$	226	\$ 250	\$ 250	\$ 250	0%	0%
Conferences/Travel/Continuing Ed	\$	17,748	\$ 13,000	\$ 35,000	\$ 20,000	-43%	54%

General Fund	\$ 135,852	\$ 147,732	\$ 189,792	\$ 194,347	2%	32%
Postage	\$ 4,631	\$ 4,500	\$ 5,000	\$ 6,500	30%	44%
Security	\$ 22,847	\$ 45,000	\$ 22,500	\$ 23,000	2%	
Computer Software	\$ 47,972	\$ 45,000	\$ 45,000	\$ 55,000	22%	22%
Temp Agency Services	\$ 693	\$ 2,500	\$ -	\$ -	#DIV/0!	-100%
Tuition Reimbursement	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	0%	0%
Professional Services	\$ 97,516	\$ 70,000	\$ 50,000	\$ 52,000	4%	-26%
Membership Fees	\$ 64,373	\$ 73,000	\$ 71,000	\$ 75,000	6%	3%
Materials for Buildings	\$ 1,190	\$ 1,000	\$ -	\$ 1,200	#DIV/0!	20%
Per Capita Grant	\$ 106,448	\$ 104,020	\$ 104,020	\$ 104,020	0%	0%
Other Grant	\$ 92,036	\$ 300,000	\$ 150,000	\$ 100,000	-33%	
Gifts				\$ 50,000		
Programs				\$ 5,000		
Office Supplies	\$ 30,753	\$ 36,000	\$ 40,000	\$ 48,000	20%	33%
Risk Management	\$ 94,812	\$ 83,612	\$ 111,948	\$ 114,635	2%	37%
Small Capital	\$ 81,768	\$ 152,000	\$ 50,000	\$ 90,000	80%	-41%
Equipment				\$ 10,000		
Rent	\$ 589,377	\$ 589,583	\$ 589,583	\$ 599,342	2%	2%
Books & Other Materials	\$ 260,024	\$ 245,000	\$ 245,000	\$ 350,000	43%	43%
Lost or Damaged	\$ 1,268	\$ 1,600	\$ 1,600	\$ 1,600	0%	0%
Transfer to Capital Fund	\$ 333,333	\$ 200,000	\$ -	\$ -		-100%
Total operating	\$ 2,045,529	\$ 2,180,162	\$ 1,773,736	\$ 1,955,944	10%	-10%

Total expense	\$	4,583,481	\$	4,892,562	\$	4,681,384	\$	5,630,815	20%	15%
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Surplus (deficit)	\$ 38,899	\$ (50,846)	\$ (17,926.00)	\$ 19,305.44	-208%	-138%
Average Household cost 2025	2026	Difference				
\$ 100.99	\$ 144.15	\$ 43.17				
Capital Fund Revenue	3 Year Actual Average (FY2022-FY2024)	2024 Budget	2025 Budget	2026	change from 2025	Change from 2024
Interest Income	\$ 4,194	\$ 6,000	\$ -	\$ -	#DIV/0!	-100%
Investment Income	\$ 7,588	\$ 5,000	\$ -	\$ -	#DIV/0!	-100%
Foundation or other	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
Transfer from Library	\$ 266,667	\$ -	\$ 375,000	\$ -	-100%	#DIV/0!
Totals	\$ 278,449	\$ 11,000	\$ 375,000	\$ -	-100%	-100%
Capital Fund Expenditures	3 Year Actual Average (FY2022-FY2024)	2024 Budget	2025 Budget	2026	change from 2025	Change from 2024
Equipment/Furniture	\$ 159,868	\$ 989,000	\$ 475,000	\$ -	-100%	-100%
Surplus/Deficit	\$ 118,581	\$ (978,000)	\$ (100,000)	\$ -	-100%	-100%

2026 Budget Draft Growth

Trust Funds Revenue	3 Year Actual Average (FY2022-FY2024)	2024 Budget	2025 Budget	2026	change from 2025	Change from 2024
Interest Cantoni Fund	\$ 217	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
Interest Meyer Fund	\$ 232	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
Interest Donation Fund	\$ 28	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!
Contributions	\$ 10,648	\$ 30,000	\$ 50,000	\$ 50,000	0%	67%
Totals	\$ 11,125	\$ 30,000	\$ 50,000	\$ 50,000	0%	67%
Trust Expenses	3 Year Actual Average (FY2022-FY2024)	2024 Budget	2025 Budget	2026	change from 2025	Change from 2024
Cantoni (Books/Materials)	\$ 17,371	\$ 20,000	\$ 6,000	\$ 5,000	-17%	-75%
Meyer (Professional Fees)	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0%	0%
Meyer (Supplies)	\$ 2,082	\$ 5,000	\$ 5,000	\$ 5,000	0%	0%
Meyer (Small Capital)	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0%	0%
Meyer (Books/Materials)	\$ 4,706	\$ 5,000	\$ 5,000	\$ 6,000	20%	20%
Memorial/Donation (Books/Materials)	\$ 14,148	\$ 30,000	\$ 50,000	\$ 50,000	0%	67%
Meyer (Miscellaneous)	\$ 300	\$ 5,000	\$ 5,000	\$ 5,000	0%	0%
Totals	\$ 38,607	\$ 75,000	\$ 81,000.00	\$ 81,000	0%	8%
Surplus/Deficit	\$ (27,482)	\$ (45,000)	\$ (31,000.00)	\$ (31,000)	0%	-31%

VENDOR NAME	AMOUNT
AAE HOLDINGS, INC Total	\$3,000.00
AMAZON PAYMENTS Total	\$6,190.03
BAKER & TAYLOR CO Total	\$10,693.77
CAMERON, LEA Total	\$35.00
CANON FINANCIAL SERVICES, INC Total	\$803.78
CDW GOVERNMENT INC Total	\$854.75
CITYBLUE TECHNOLOGIES LLC Total	\$175.71
COMMERCIAL MAIL SERVICES Total	\$683.99
DECATUR CIVIC CENTER AUTHORITY Total	\$2,383.95
DELL INC. Total	\$10,644.32
EMPATHY STUDIOS, LLC Total	\$539.00
FREITAG, PATTI Total	\$27.30
IHLS-OCLC Total	\$78,371.65
ILLINOIS STATE TREASURER'S OFFICE Total	\$6.00
JAMES T BOWLING Total	\$225.00
JESSICA HILL CONSULTING LLC Total	\$2,846.04
JONES & THOMAS Total	\$420.00
KANOPY Total	\$679.00
KILEY KLEIN, LTD Total	\$1,336.50
LAKE LAND COLLEGE Total	\$56.55
MADCAP PRODUCTIONS PUPPET THEATRE Total	\$1,903.00
MARISSA AREA PUBLIC LIBRARY DISTRICT Total	\$20.00
MIDWEST TAPE, LLC Total	\$1,127.54
NEWSBANK, INC. Total	\$20,477.00
NOVEL IDEAS Total	\$100.00
PAETEC Total	\$60.63
PEERLESS NETWORK, INC Total	\$335.24
PRODUCT LLC Total	\$1,000.00
REGIONS/CREDIT CARD Total	\$5,932.47
ULINE Total	\$239.80
UNIQUE MANAGEMENT SERVICES Total	\$531.90
VERIZON WIRELESS Total	\$161.82
VITAL EDUCATION AND SUPPLY Total	\$84.11
WESTVILLE PUBLIC LIBRARY DISTRICT Total	\$5.99
YUNAN CHANG, LLC Total	\$11,045.02
Grand Total	\$162,996.86

CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER
For invoices from -- 8/1/2025 to 8/31/2025

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
168666	08/07/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	1,502.12	OFFICE SUPPLIES
168676	08/07/2025	CAMERON, LEA 1 HOUR YOGA CLASS	35.00	OTHER LIBRARY GRANT EXI
168678	08/07/2025	CDW GOVERNMENT INC BLANKET - OFFICE SUPPLIES AND COMPUTER HARI	854.75	SMALL CAPITAL ITEMS
168704	08/07/2025	IHLS-OCLC FY2025 LIBRARYIQ	4,000.00	MEMBERSHIP FEES
168705	08/07/2025	IHLS-OCLC FY2025 SHARE MEMEBERSHIP FEE 07/01-06/30/26	66,204.87	MEMBERSHIP FEES
168706	08/07/2025	IHLS-OCLC FY2026 OCLC SERVICE FEE 07/01-06/30/26	7,416.78	MEMBERSHIP FEES
168707	08/07/2025	IHLS-OCLC FY2026 SOLUS LIBRARY APP CUST TEMP & RFID	750.00	MEMBERSHIP FEES
168712	08/07/2025	ILLINOIS STATE TREASURER'S OFFICE REMIT UNCLAIMED PROPERTY THROUGH 06/30/25	6.00	OFFICE SUPPLIES
168719	08/07/2025	JAMES T BOWLING TRUSTEE HEAD SHOT & PHOTO SESSION 2025	225.00	PROFESSIONAL SERVICES
168724	08/07/2025	KILEY KLEIN, LTD LEGAL REPRESENTATION FOR JULY PHONE & EMAIL	1,336.50	PROFESSIONAL SERVICES
168735	08/07/2025	MADCAP PRODUCTIONS PUPPET THEATRE MADCAP PUPPET PERFORMANCES (3)	1,903.00	OTHER LIBRARY GRANT EXI
168736	08/07/2025	MARISSA AREA PUBLIC LIBRARY DISTRICT PAYMENT FOR LOST MATERIALS	20.00	LOST OR DAMAGED BOOKS
168742	08/07/2025	MIDWEST TAPE, LLC BLANKET - AV AND STREAMING SERVICES	717.69	BOOKS & PERIODICALS
168748	08/07/2025	NEWSBANK, INC. ANNUAL SUBSCRIPTION- AMERICA'S NEWS 10/25-09	20,477.00	BOOKS & PERIODICALS
168751	08/07/2025	PAETEC BLANKET - TELEPHONE SERVICE	17.53	TELEPHONE
168754	08/07/2025	PRODUCT LLC COMPLETION OF FURNITURE PROJECT	1,000.00	PROFESSIONAL SERVICES
168786	08/07/2025	ULINE ECONOMY T-SHIRT BAGS - 6 CASES	239.80	OFFICE SUPPLIES
168801	08/07/2025	WESTVILLE PUBLIC LIBRARY DISTRICT PAYMENT FOR LOST MATERIALS	5.99	LOST OR DAMAGED BOOKS

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**
For invoices from -- 8/1/2025 to 8/31/2025

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
168803	08/07/2025	YUNAN CHANG, LLC DPL 150TH B-DAY PARTY FULL BALANCE DUE	11,045.02	OTHER LIBRARY GRANT EXI
168807	08/14/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	2,438.06	OFFICE SUPPLIES
168823	08/14/2025	COMMERCIAL MAIL SERVICES JULY 14 - AUG 1'25	426.85	POSTAGE
168834	08/14/2025	DECATUR CIVIC CENTER AUTHORITY BLANKET - SECURITY FOR LIBRARY	2,383.95	SECURITY
168848	08/14/2025	FREITAG, PATTI SRC TREATS FOR AUGUST 2025	27.30	OTHER LIBRARY GRANT EXI
168868	08/14/2025	KANOPY BLANKET - LIBRARY STREAMING SERVICE	679.00	BOOKS & PERIODICALS
168932	08/21/2025	AMAZON PAYMENTS RETURN -OFFICE SUP, OTHER GRANTS, HARDWARE BLANKET -OFFICE SUP, OTHER GRANTS, HARDWAR	6,190.03	BOOKS & PERIODICALS
168940	08/21/2025	CANON FINANCIAL SERVICES, INC BLANKET - SERVICE COPIERS & PRINTERS	803.78	SERV-OFFICE EQUIPMENT
168945	08/21/2025	CITYBLUE TECHNOLOGIES LLC EPSON PRINTER INK - JUNE	175.71	OFFICE SUPPLIES
168948	08/21/2025	COMMERCIAL MAIL SERVICES AUG'25 MONTHLY POSTAGE FEES	257.14	POSTAGE
169007	08/21/2025	NOVEL IDEAS GIFT CARD 5300	100.00	OTHER LIBRARY GRANT EXI
169010	08/21/2025	PAETEC BLANKET - TELEPHONE SERVICE	43.10	TELEPHONE
169013	08/21/2025	PEERLESS NETWORK, INC ACCT 1212890	335.24	TELEPHONE
169046	08/21/2025	UNIQUE MANAGEMENT SERVICES BLANKET - COLLECTION SERVICES	531.90	PROFESSIONAL SERVICES
169048	08/21/2025	VERIZON WIRELESS ACCT 980380645-00001	161.82	TELEPHONE
169049	08/21/2025	VITAL EDUCATION AND SUPPLY REPLACEMENT AED PADS	84.11	SMALL CAPITAL ITEMS
169072	08/28/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	6,038.32	OFFICE SUPPLIES

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 8/1/2025 to 8/31/2025

35 -- LIBRARY FUND

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
169103	08/28/2025	EMPATHY STUDIOS, LLC HOMELESS TRAININGS - NICHE ACADEMY	539.00	CONFERENCES & TRAVEL
169133	08/28/2025	LAKE LAND COLLEGE PAYMENT FOR LOST MATERIALS	56.55	LOST OR DAMAGED BOOKS
169140	08/28/2025	MIDWEST TAPE, LLC BLANKET - AV AND STREAMING SERVICES	409.85	OFFICE SUPPLIES
20004436	08/21/2025	DELL INC. DELL PRO 24 ALL IN ONE QB25250 (8)	10,644.32	SMALL CAPITAL ITEMS
23007064	08/07/2025	AAE HOLDINGS, INC ELLEN HOPKINS ENGAGEMENT 9/18/25 TRAVEL BUY	3,000.00	OTHER LIBRARY GRANT EXI
23007071	08/14/2025	JESSICA HILL CONSULTING LLC BLANKET - SOCIAL WORKER'S WAGES	1,384.56	OTHER LIBRARY GRANT EXI
23007075	08/21/2025	REGIONS/CREDIT CARD ACCT 2191	5,932.47	OTHER LIBRARY GRANT EXI
23007114	08/21/2025	JONES & THOMAS BLANKET - WEB SERVICES	420.00	PROFESSIONAL SERVICES
23007115	08/21/2025	JESSICA HILL CONSULTING LLC BLANKET - SOCIAL WORKER'S WAGES	1,461.48	OTHER LIBRARY GRANT EXI
Total for: 35			162,281.59	

59 -- LIBRARY TRUST FUNDS

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
168666	08/07/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	447.69	BOOKS & PERIODICALS
169072	08/28/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	267.58	BOOKS & PERIODICALS
Total for: 59			715.27	
Total for All:			\$162,996.86	

DPL FY2025 Budget Report
 Prepared September 10, 2025
 At the end of August 67% of
 the year has passed

Revenue

	FY2025 Budgeted	% of Budget	Actual YTD	% Collected	FY2024 YTD	% Change
Property Taxes	\$ 3,222,539	69.1%	\$ 1,873,960.90	58.2%	\$ 1,734,497.03	8.0%
All Other	\$ 1,440,919	30.9%	\$ 993,340.91	68.9%	\$ 1,027,136.54	-3.3%
Total Revenue	\$ 4,663,458		\$ 2,867,301.81	61.5%	\$ 2,761,633.57	3.8%

Expense	FY2025 Budgeted	% of Budget	Actual YTD	% Expended	FY2024 YTD	% Change
<u>Personnel</u>						
Payroll	\$ 1,867,224		\$ 1,290,730.67	69.1%	\$ 1,199,474.61	7.6%
Benefits	\$ 1,040,424		\$ 710,611.33	68.3%	\$ 637,629.30	11.4%
	\$ 2,907,648	57.5%	\$ 2,001,342.00	68.8%	\$ 1,837,103.91	8.9%

Library Materials

Books, Periodicals, etc.	\$ 245,000		\$ 148,148.82	60.5%	\$ 65,990.89	124.5%
Per Capita	\$ 104,020		\$ 104,403.28	100.4%	\$ 104,352.94	0.0%
Lost/Damage	\$ 1,600		\$ 706.56	44.2%	\$ 525.40	34%
Total Materials	\$ 350,620	9.3%	\$ 253,258.66	72.2%	\$ 170,869.23	48.2%

Professional Services

Security	\$ 22,500		\$ 16,969.69	75.4%	\$ 36,014.00	-52.9%
Professional Services	\$ 50,000		\$ 36,095.89	72.2%	\$ 46,283.30	-22.0%
Bank Service Charges	\$ 250		\$ 198.08	79.2%	\$ 152.80	30%
Total	\$ 72,750	1.9%	\$ 53,263.66	73.2%	\$ 46,436.10	14.7%

Allocations

Administrative Fee	\$	189,792		\$	126,528.00	66.7%	\$	98,488.00	28.5%
MIS	\$	19,967		\$	13,304.00	66.6%	\$	10,888.00	22.2%
	\$	209,759	5.5%	\$	139,832.00	66.7%	\$	109,376.00	27.8%

Grants

Other grants	\$	150,000		\$	128,034.30	85.4%	\$	51,121.76	150.4%
	\$	150,000	4.0%	\$	128,034.30	85.4%	\$	51,121.76	150.4%

Advertising	\$	900	0.02%	\$	-	0.0%	\$	523.38	-100%
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Office Supplies/Maintenance

Postage	\$	5,000		\$	4,480.44	89.6%	\$	3,584.28	25.0%
Service to Office Equipment	\$	25,000		\$	10,393.14	41.6%	\$	19,214.04	-45.9%
Telephone	\$	6,000		\$	4,703.81	78.4%	\$	4,355.12	8.0%
Software	\$	45,000		\$	46,125.57	102.5%	\$	45,388.99	1.6%
Office Supplies	\$	40,000		\$	24,132.22	60.3%	\$	16,963.24	42.3%
Small Capital	\$	50,000		\$	41,174.44	82.3%	\$	39,005.46	5.6%
	\$	171,000	4.5%	\$	131,009.62	76.6%	\$	128,511.13	1.9%

Staff Development

Conferences/Training/Travel	\$	35,000		\$	7,410.50	21.2%	\$	14,360.50	-48.4%
Tuition Reimbursement	\$	10,000		\$	-	0.0%	\$	-	#DIV/0!
Membership	\$	71,000		\$	81,129.90	114.3%	\$	73,228.85	10.8%
	\$	116,000	3.1%	\$	88,540.40	76.3%	\$	87,589.35	1.1%

Insurance

Unemployment	\$	1,176		\$	784.00	66.7%	\$	752.00	4.3%
Risk Management	\$	111,948		\$	74,632.00	66.7%	\$	62,408.00	19.6%
	\$	113,124	3.0%	\$	75,416.00	66.7%	\$	63,160.00	19.4%

Building Costs

Transfer to Capital	\$	375,000		\$	350,000.00	93.3%	\$	-	#DIV/0!
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Rent	\$	589,583		\$	392,920.00	66.6%	\$	392,920.00	0.0%
Supplies	\$	-		\$	-	#DIV/0!	\$	-	#DIV/0!
Maintenance	\$	-		\$	7,785.00	#DIV/0!	\$	-	#DIV/0!
Total Building	\$	964,583	25.5%	\$	750,705.00		\$	392,920.00	91.1%
Total Operations/Services	\$	2,148,736	56.8%	\$	1,620,059.64	75.4%	\$	1,050,506.95	54.2%
Total Expenses	\$	5,056,384		\$	3,621,401.64	71.6%	\$	2,887,610.86	25.4%
Revenue Minus Expense	\$	(392,926)		\$	(754,099.83)		\$	(125,977.29)	498.6%

Operating fund

Date	Beginning	Revenue	Expense	Balance Sheet Activity	Ending
1/1/2025	1,865,528.14	\$ 177,743.66	\$ 756,098.52	\$ -	\$ 1,287,173.28
2/1/2025	\$ 1,287,173.28	\$ 51,768.64	\$ 475,969.98	\$ -	\$ 862,971.94
3/1/2025	\$ 862,971.94	\$ 78,349.86	\$ 363,344.33	\$ -	\$ 577,977.47
4/1/2025	\$ 577,977.47	\$ 152,276.92	\$ 370,899.38	\$ -	\$ 359,355.01
5/1/2025	\$ 359,355.01	\$ 180,401.23	\$ 351,501.99	\$ -	\$ 188,254.25
6/1/2025	\$ 188,254.25	\$ 54,561.09	\$ 342,717.32	\$ -	\$ (99,901.98)
7/1/2025	\$ (99,901.98)	\$ 1,764,953.82	\$ 499,725.49	\$ -	\$ 1,165,326.35
8/1/2025	\$ 1,165,326.35	\$ 407,246.59	\$ 236,028.07	\$ -	\$ 1,336,544.87
9/1/2025	\$ 1,336,544.87				
10/1/2025	\$ -				
11/1/2025	\$ -				
12/1/2025	\$ -				
1/1/2026	\$ -				

Capital Fund

Revenue Expected:

Expense Expected:

Date	Beginning	Revenue	Expense	Ending
1/1/2025	\$ 194,018.17	\$ 315,631.65	\$ 160,002.22	\$ 349,647.60
2/1/2025	\$ 349,647.60	\$ 453.73	\$ 149,531.69	\$ 200,569.64
3/1/2025	\$ 200,569.64	\$ 747.20	\$ -	\$ 201,316.84
4/1/2025	\$ 201,316.84	\$ 35,540.22	\$ 33,876.93	\$ 202,980.13

5/1/2025	\$	202,980.13	\$	53.49	\$	33,684.82	\$	169,348.80
6/1/2025	\$	169,348.80	\$	671.51	\$	1,808.82	\$	168,211.49
7/1/2025	\$	168,211.49	\$	232.58	\$	(1,808.82)	\$	170,252.89
8/1/2025	\$	170,252.89	\$	118.42	\$	116,316.50	\$	54,054.81
9/1/2025	\$	54,054.81						
10/1/2025	\$	-						
11/1/2025	\$	-						
12/1/2025	\$	-						
1/1/2026	\$	-						

Trust Accounts

Cantoni

Date	Beginning	Revenue	Expense	Ending
1/1/2025	\$ 7,017.16	\$ 2.58	\$ -	\$ 7,019.74
2/1/2025	\$ 7,019.74	\$ 1.78	\$ 116.90	\$ 6,904.62
3/1/2025	\$ 6,904.62	\$ 1.36	\$ 368.69	\$ 6,537.29
4/1/2025	\$ 6,537.29	\$ 1.27	\$ 564.90	\$ 5,973.66
5/1/2025	\$ 5,973.66	\$ 1.66	\$ 52.33	\$ 5,922.99
6/1/2025	\$ 5,922.99	\$ 1.86	\$ -	\$ 5,924.85
7/1/2025	\$ 5,924.85	\$ 2.44	\$ -	\$ 5,927.29
8/1/2025	\$ 5,927.29	\$ 2.23	\$ -	\$ 5,929.52
9/1/2025	\$ 5,929.52			
10/1/2025	\$ -			
11/1/2025	\$ -			
12/1/2025	\$ -			
1/1/2026	\$ -			

Meyer

Date	Beginning	Revenue	Expense	Ending
1/1/2025	\$ 33,943.90	\$ 12.67	\$ 322.00	\$ 33,634.57
2/1/2025	\$ 33,634.57	\$ 8.77	\$ 74.70	\$ 33,568.64
3/1/2025	\$ 33,568.64	\$ 6.96	\$ -	\$ 33,575.60
4/1/2025	\$ 33,575.60	\$ 6.92	\$ 393.00	\$ 33,189.52
5/1/2025	\$ 33,189.52	\$ 9.49	\$ -	\$ 33,199.01
6/1/2025	\$ 33,199.01	\$ 10.67	\$ 102.70	\$ 33,106.98
7/1/2025	\$ 33,106.98	\$ 13.97	\$ -	\$ 33,120.95

8/1/2025	\$	33,120.95	\$	12.79	\$	-	\$	33,133.74
9/1/2025	\$	33,133.74						
10/1/2025	\$	-						
11/1/2025	\$	-						
12/1/2025	\$	-						
1/1/2026	\$	-						

Memorials/Donations

Date	Beginning	Revenue	Expense	Ending
1/1/2025	\$ 6,814.86	\$ 1,557.71	\$ 1,022.59	\$ 7,349.98
2/1/2025	\$ 7,349.98	\$ (98.22)	\$ 1,294.09	\$ 5,957.67
3/1/2025	\$ 5,957.67	\$ 1,171.36	\$ 238.03	\$ 6,891.00
4/1/2025	\$ 6,891.00	\$ 5,485.00	\$ 225.66	\$ 12,150.34
5/1/2025	\$ 12,150.34	\$ 1,055.64	\$ 171.12	\$ 13,034.86
6/1/2025	\$ 13,034.86	\$ 339.30	\$ -	\$ 13,374.16
7/1/2025	\$ 13,374.16	\$ 435.79	\$ 41.77	\$ 13,768.18
8/1/2025	\$ 13,768.18	\$ 1,125.45	\$ 715.27	\$ 14,178.36
9/1/2025	\$ 14,178.36			
10/1/2025	\$ -			
11/1/2025	\$ -			
12/1/2025	\$ -			
1/1/2026	\$ -			

Total	Beginning	Revenue	Expense	Balance Sheet activity	Ending
1/1/2025	\$ 2,107,322.23	\$ 494,948.27	\$ 917,445.33	\$ -	\$ 1,684,825.17
2/1/2025	\$ 1,684,825.17	\$ 52,134.70	\$ 626,987.36	\$ -	\$ 1,109,972.51
3/1/2025	\$ 1,109,972.51	\$ 80,276.74	\$ 363,951.05	\$ -	\$ 826,298.20
4/1/2025	\$ 826,298.20	\$ 193,310.33	\$ 405,959.87	\$ -	\$ 613,648.66
5/1/2025	\$ 613,648.66	\$ 181,521.51	\$ 385,410.26	\$ -	\$ 409,759.91
6/1/2025	\$ 409,759.91	\$ 55,584.43	\$ 344,628.84	\$ -	\$ 120,715.50
7/1/2025	\$ 120,715.50	\$ 1,765,638.60	\$ 497,958.44	\$ -	\$ 1,388,395.66
8/1/2025	\$ 1,388,395.66	\$ 408,505.48	\$ 353,059.84	\$ -	\$ 1,443,841.30
9/1/2025	\$ 1,443,841.30	\$ -	\$ -	\$ -	
10/1/2025	\$ -	\$ -	\$ -	\$ -	
11/1/2025	\$ -	\$ -	\$ -	\$ -	
12/1/2025	\$ -	\$ -	\$ -	\$ -	

1/1/2026 \$ -

By August we have usually collected 81% of PPRT. We have currently collected 52% of budgeted.

Library Operating Revenue

Fund	Budgeted	Projected	Difference
Real Estate Taxes	\$ 3,222,539	\$ 3,191,497	\$ (31,042)
PPRT	\$ 592,000	\$ 380,448	\$ (211,552)
State Grants or other	\$ 104,020	\$ 104,120	\$ 100
Other Grants	\$ 150,000	\$ 150,000	\$ -
PILOT	\$ 556,299	\$ 556,299	\$ -
Fines	\$ 4,500	\$ 8,366	\$ 3,866
Non-Resident Fee	\$ 100	\$ -	\$ (100)
Lost or Damaged Items	\$ 5,000	\$ 2,405	\$ (2,595)
Copies/Miscellaneous	\$ 14,000	\$ 9,813	\$ (4,187)
Meeting Room Fees	\$ 4,000	\$ 5,926	\$ 1,926
Interest Income	\$ 6,000	\$ 3,748	\$ (2,252)
Investment Income	\$ 5,000	\$ 16,193	\$ 11,193
Sale of Property	\$ -	\$ 39,037	\$ 39,037
Reimbursement of Expenses	\$ -	\$ 6,362	
Totals	\$ 4,663,458	\$ 4,474,213	\$ (189,245)

Expenditures			
Fund	Budgeted	Projected	Difference
Salaries	\$ 1,867,224	\$ 1,856,042	\$ 11,182
Overtime	\$ -	\$ 348	\$ (348)
IMRF	\$ 135,590	\$ 134,604	\$ 986
FICA/Medicare	\$ 144,064	\$ 137,881	\$ 6,183
Life insurance	\$ 3,800	\$ 2,652	\$ 1,148
Medical insurance	\$ 741,000	\$ 740,050	\$ 950
Service recognition	\$ 15,970	\$ 15,970	\$ -
Total Personnel	\$ 2,907,648	\$ 2,887,547	\$ 20,101
Fund	Budgeted		
Unemployment insurance	\$ 1,176	\$ 1,176	\$ -
Advertising	\$ 900	\$ 450	\$ 450
Printing/binding	\$ -	\$ -	\$ -
Service to maintain Building	\$ -	\$ 7,785	\$ (7,785)
Service to Office Equipment	\$ 25,000	\$ 11,993	\$ 13,007
IT Services	\$ 19,967	\$ 19,967	\$ -
Telephone/Internet	\$ 6,000	\$ 7,340	\$ (1,340)
Banking Service Charges	\$ 250	\$ 356	\$ (106)
Conferences/Travel/Continuing Education	\$ 35,000	\$ 10,309	\$ 24,691
General Fund	\$ 189,792	\$ 189,792	\$ -
Postage	\$ 5,000	\$ 6,971	\$ (1,971)
Security	\$ 22,500	\$ 25,455	\$ (2,955)
Computer Software	\$ 45,000	\$ 63,836	\$ (18,836)
Tuition Reimbursement	\$ 10,000	\$ 10,000	\$ -
Professional Services	\$ 50,000	\$ 47,192	\$ 2,808

Membership Fees	\$ 71,000	\$ 81,916	\$ (10,916)
Per Capita Grant	\$ 104,020	\$ 104,403	\$ (383)
Other Grant	\$ 150,000	\$ 150,000	\$ -
Office Supplies	\$ 40,000	\$ 38,842	\$ 1,158
Risk Management	\$ 111,948	\$ 111,948	\$ -
Small Capital	\$ 50,000	\$ 50,000	\$ -
Rent	\$ 589,583	\$ 589,583	\$ -
Books & Other Materials	\$ 245,000	\$ 245,000	\$ -
Lost or Damaged	\$ 1,600	\$ 1,564	\$ 36
Transfer to Capital Fund	\$ 375,000	\$ 350,000	\$ 25,000
Total operating	\$ 2,148,736	\$ 2,125,878	\$ 22,858
Total expense	\$ 5,056,384	\$ 5,013,425	\$ 42,959
Surplus (deficit)	\$ (392,926.00)	\$ (539,212)	
	\$ (17,926.00)	\$ (189,212)	