



DECATUR PUBLIC LIBRARY

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**Board of Trustees
FINANCE AND PROPERTIES COMMITTEE
Meeting AGENDA
Wednesday, November 12, 2025
4:30 p.m.
Board Room**

- I. Call to Order** – Sofia Xethalis
- II. Swearing-In of New Trustee** – Karl Coleman
- III. Consent Agenda** (Approval of Agenda; Approval of October 8, 2025 Minutes)
- IV. Written Communications from the Public**
- V. 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
- VI. Old Business**
 - A.** Capital Needs (Discussion)
 - B.** Other (Discussion)
- VII. New Business**
 - A.** October 2025 Check Register and Vendor Report (Action)
 - B.** October 2025 Actuals & Projection (Discussion)

C. Other (Discussion)

VIII. Adjournment

If you have questions please contact:

Rick Meyer, City Librarian

rmeyer@decaturlibrary.org

421-9713



DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance and
Properties Minutes

Date: October 8, 2025 meeting

Time: 4:30 p.m.

Location: Board Room

Present:

Emily West

Sofia Xethalis

Paula Cross

Staff: Rick Meyer, City Librarian, Alissa Henkel Head of Programs, Resources, & Services

Absent: Karl Coleman

Guests: None

Call to Order: Ms. Xethalis called the meeting to order at 4:32pm.

Consent Agenda: Ms. West made a motion to approve the consent agenda, seconded by Ms. Xethalis. All in favor. The motion was adopted.

Written Communication from the Public: None

Public Comments: A patron called in expressing his belief that we should bring back fines.

Old Business:

Capital Needs (Discussion) Roof repair resumed, may last a week into November.

New Business:

September 2025 Check Register and Vendor Report (Action) Discussion held regarding check register. Ms. West motioned to approve check register, seconded by Ms. Cross. All in favor. The motion was adopted.

September 2025 Actuals and Projection (Discussion) Mr. Meyer presented the actual and projected 2026 budget detail.

Amended FY2026 Budget: Ms. West motioned to approve budget, seconded by Ms. Cross. All in favor. The motion was adopted.

Additional Budget Item (Discussion) The library website must be ADA compliant by April 2026. Mr. Meyer presented the two different estimates received.

Update on Baker & Taylor switch to Ingram (Discussion) Discussion held regarding the closure of Baker & Taylor booksellers and subsequent change to Ingram.

Adjournment

Ms. Cross made a motion to adjourn at 5:14pm, seconded by Ms. West. All in favor. The motion was adopted.

Scribe, Rhonda Patton, Executive Administrative Assistant
Draft November 4, 2025

CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER
For invoices from -- 10/1/2025 to 10/31/2025

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
169711	10/02/2025	AAE HOLDINGS, INC ELLEN HOPKINS ENGAGEMENT 9/18/25 HOTEL	222.21	OTHER LIBRARY GRANT EXI
169719	10/02/2025	ARGENTA-OREANA PUBLIC LIBRARY DISTRICT PAYMENT OF LOST MATERIAL	27.00	LOST OR DAMAGED BOOKS
169729	10/02/2025	BREWSTER, CONNIE K 4 SESSIONS 9/15-9/16 LION DRAWINGS	300.00	OTHER LIBRARY GRANT EXI
169758	10/02/2025	ENVISIONWARE, INC 400 RFID-TAG-U 2X2BL SLIX2	577.00	OFFICE SUPPLIES
169763	10/02/2025	FRAZIER, ALIX DINNER FOR ELLEN HOPKINS	67.24	OTHER LIBRARY GRANT EXI
169776	10/02/2025	ICE WARP, INC. LIC REN USB20241003-145922-83642	2,604.86	COMPUTER SOFTWARE
169777	10/02/2025	IHLS-OCLC FY2025 SWANK MOVIE & SWANK LIBRARY STREAMII	1,295.00	OTHER LIBRARY GRANT EXI
169789	10/02/2025	LIBRARICA LLC SUPPOR/UPDATES REINSTATE CASSIE 10/29/25-10/2	202.60	COMPUTER SOFTWARE
169799	10/02/2025	MAVERIK MARKETING READICULOUS TWO LOCATION LOGO TEE'S VINYL POUCH AND 1" COTTON LANYARD	1,538.42	OTHER LIBRARY GRANT EXI
169855	10/09/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	270.84	OTHER LIBRARY GRANT EXI
169870	10/09/2025	COMMERCIAL MAIL SERVICES MONTHLY POSTAGE FESS SEPT 16 - SEPT 30 2025	242.72	POSTAGE
169876	10/09/2025	DECATUR CIVIC CENTER AUTHORITY BLANKET - SECURITY FOR LIBRARY	1,722.70	SECURITY
169893	10/09/2025	FORSYTH PUBLIC LIBRARY PAYMENT FOR DAMAGED ITEMS	12.35	LOST OR DAMAGED BOOKS
169930	10/09/2025	MIDWEST TAPE, LLC BLANKET - AV AND STREAMING SERVICES	1,245.82	OFFICE SUPPLIES
170017	10/16/2025	FAIRFIELD PUBLIC LIBRARY LOST ITEM BORROWER 21202008520569 T HOKE	15.00	LOST OR DAMAGED BOOKS
170046	10/16/2025	KANOPY BLANKET - LIBRARY STREAMING SERVICE	568.00	BOOKS & PERIODICALS
170058	10/16/2025	MIDWEST TAPE, LLC BLANKET - AV AND STREAMING SERVICES	187.84	OFFICE SUPPLIES

CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER
For invoices from -- 10/1/2025 to 10/31/2025

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
170095	10/16/2025	UNIQUE MANAGEMENT SERVICES BLANKET - COLLECTION SERVICES	443.25	PROFESSIONAL SERVICES
170111	10/23/2025	ADOBE, INC CREATIVE CLOUD ALL MLP LICENSE	1,376.16	COMPUTER SOFTWARE
170118	10/23/2025	AMAZON PAYMENTS BLANKET -OFFICE SUP, OTHER GRANTS, HARDWAR	1,481.76	BOOKS & PERIODICALS
170134	10/23/2025	BRODART CO. 3 TIER COUNTER RACK	511.53	SMALL CAPITAL ITEMS
170138	10/23/2025	CANON FINANCIAL SERVICES, INC BLANKET - SERVICE COPIERS & PRINTERS	803.78	SERV-OFFICE EQUIPMENT
170140	10/23/2025	CITYBLUE TECHNOLOGIES LLC EPSON PRINTER INK - SEPTEMBER	175.71	OFFICE SUPPLIES
170143	10/23/2025	COMMERCIAL MAIL SERVICES MONTHLY POSTAGE FEES - 10/1/25-10/15/25	289.87	POSTAGE
170198	10/23/2025	LIBRARY IDEAS, LLC FIERO CODE ANNUAL SUBSCRIP. 09/01/25-08/31/26	1,995.00	BOOKS & PERIODICALS
170210	10/23/2025	NOVEL IDEAS AUTHOR AARON REYNOLDS 102 BOOKS	1,496.00	OTHER LIBRARY GRANT EXI
170215	10/23/2025	PAETEC BLANKET - TELEPHONE SERVICE	31.42	TELEPHONE
170218	10/23/2025	PEERLESS NETWORK, INC ACCT 1212890	460.41	TELEPHONE
170219	10/23/2025	PEMBERTON, TY TRAVEL REIMBURSEMENT 2025 ILA CONFERENCE	271.06	CONFERENCES & TRAVEL
170232	10/23/2025	REYNOLDS, AARON AUTHER A. REYNOLDS 5 PRESENTATIONS & BOOK 5	9,800.00	OTHER LIBRARY GRANT EXI
170269	10/30/2025	AMAZON PAYMENTS BLANKET -OFFICE SUP, OTHER GRANTS, HARDWAR	497.43	SMALL CAPITAL ITEMS
170278	10/30/2025	CAMERON, LEA 2 SESSIONS - YOGA CLASS OCT/NOV	70.00	OTHER LIBRARY GRANT EXI
170315	10/30/2025	FORSYTH PUBLIC LIBRARY PAYMENT FOR LOST MATERIAL	13.45	LOST OR DAMAGED BOOKS
170320	10/30/2025	GLOBAL INDUSTRIAL COMPANY POWER STRIP 7 OUTLETS	321.30	SMALL CAPITAL ITEMS
170329	10/30/2025	INGRAM LIBRARY SERVICES ONION STORY	25.95	BOOKS & PERIODICALS

CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER
For invoices from -- 10/1/2025 to 10/31/2025

35 -- LIBRARY FUND

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
170346	10/30/2025	MIDWEST TAPE, LLC BLANKET - AV AND STREAMING SERVICES	902.73	OFFICE SUPPLIES
170355	10/30/2025	PAWPRINT MINISTRIES SUMMER & FALL SESSIONS	800.00	OTHER LIBRARY GRANT EXI
170362	10/30/2025	SAM'S CLUB ACCT 9064 - P928000880195DTWS	95.00	MEMBERSHIP FEES
170385	10/30/2025	VERIZON WIRELESS ACCT 980380645-00001	118.17	TELEPHONE
23007215	10/09/2025	LIVE HISTORY SHOW: IN TIME & TIMELESS GATHERING 16-18 3 OF	1,600.00	PROFESSIONAL SERVICES
23007222	10/16/2025	REGIONS/CREDIT CARD ACCT 2191	2,812.68	TRAVEL INTERVIEW EXP
23007280	10/23/2025	JESSICA HILL CONSULTING LLC BLANKET - SOCIAL WORKER'S WAGES	1,692.24	OTHER LIBRARY GRANT EXI
23007283	10/30/2025	JESSICA HILL CONSULTING LLC BLANKET - SOCIAL WORKER'S WAGES	1,461.48	OTHER LIBRARY GRANT EXI
Total for: 35			40,645.98	

59 -- LIBRARY TRUST FUNDS

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
169855	10/09/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	153.79	BOOKS & PERIODICALS
170168	10/23/2025	GAYLORD BROS. 8 MILL POLYPROYLENE ALBUM PAGES - PKG 25	381.82	ARCHIVAL SUPPLIES
170360	10/30/2025	ROCKFORD MAP PUBLISHERS, INC. MOULTRIE COUNTY 2025 PLAT BOOK	74.70	BOOK AND PERIODICALS
Total for: 59			610.31	
Total for All:			\$41,256.29	

OCTOBER VENDOR REPORT 2025

VENDOR NAME	AMOUNT
AAE HOLDINGS, INC Total	\$222.21
ADOBE, INC Total	\$1,376.16
AMAZON PAYMENTS Total	\$1,979.19
ARGENTA-OREANA PUBLIC LIBRARY DISTRICT Total	\$27.00
BAKER & TAYLOR CO Total	\$424.63
BREWSTER, CONNIE K Total	\$300.00
BRODART CO. Total	\$511.53
CAMERON, LEA Total	\$70.00
CANON FINANCIAL SERVICES, INC Total	\$803.78
CITYBLUE TECHNOLOGIES LLC Total	\$175.71
COMMERCIAL MAIL SERVICES Total	\$532.59
DECATUR CIVIC CENTER AUTHORITY Total	\$1,722.70
ENVISIONWARE, INC Total	\$577.00
FAIRFIELD PUBLIC LIBRARY Total	\$15.00
FORSYTH PUBLIC LIBRARY Total	\$25.80
FRAZIER, ALIX Total	\$67.24
GAYLORD BROS. Total	\$381.82
GLOBAL INDUSTRIAL COMPANY Total	\$321.30
ICE WARP, INC. Total	\$2,604.86
IHLS-OCLC Total	\$1,295.00
INGRAM LIBRARY SERVICES Total	\$25.95
JESSICA HILL CONSULTING LLC Total	\$3,153.72
KANOPY Total	\$568.00
LIBRARICA LLC Total	\$202.60
LIBRARY IDEAS, LLC Total	\$1,995.00
LIVE HISTORY Total	\$1,600.00
MAVERIK MARKETING Total	\$1,538.42
MIDWEST TAPE, LLC Total	\$2,336.39
NOVEL IDEAS Total	\$1,496.00
PAETEC Total	\$31.42
PAWPRINT MINISTRIES Total	\$800.00
PEERLESS NETWORK, INC Total	\$460.41
PEMBERTON, TY Total	\$271.06
REGIONS/CREDIT CARD Total	\$2,812.68
REYNOLDS, AARON Total	\$9,800.00
ROCKFORD MAP PUBLISHERS, INC. Total	\$74.70
SAM'S CLUB Total	\$95.00
UNIQUE MANAGEMENT SERVICES Total	\$443.25
VERIZON WIRELESS Total	\$118.17
Grand Total	\$41,256.29

DPL FY2025 Budget Report
 Prepared November 3, 2025
 At the end of October 83% of
 the year has passed

Revenue

	FY2025 Budgeted	% of Budget	Actual YTD	% Collected	FY2024 YTD	% Change
Property Taxes	\$ 3,222,539	69.1%	\$ 3,100,777.91	96.2%	\$ 2,922,157.58	6.1%
All Other	\$ 1,440,919	30.9%	\$ 1,169,331.49	81.2%	\$ 1,215,682.36	-3.8%
Total Revenue	\$ 4,663,458		\$ 4,270,109.40	91.6%	\$ 4,137,839.94	3.2%

Expense	FY2025 Budgeted	% of Budget	Actual YTD	% Expended	FY2024 YTD	% Change
Personnel						
Payroll	\$ 1,867,224		\$ 1,565,267.74	83.8%	\$ 1,472,833.61	6.3%
Benefits	\$ 1,040,424		\$ 859,327.39	82.6%	\$ 782,884.04	9.8%
	\$ 2,907,648	57.5%	\$ 2,424,595.13	83.4%	\$ 2,255,717.65	7.5%

Library Materials

Books, Periodicals, etc.	\$ 245,000		\$ 169,184.80	69.1%	\$ 125,812.82	34.5%
Per Capita	\$ 104,020		\$ 104,403.28	100.4%	\$ 107,605.70	-3.0%
Lost/Damage	\$ 1,600		\$ 794.36	49.6%	\$ 913.76	-13%
Total Materials	\$ 350,620	9.3%	\$ 274,382.44	78.3%	\$ 234,332.28	17.1%

Professional Services

Security	\$ 22,500		\$ 20,529.52	91.2%	\$ 44,548.15	-53.9%
Professional Services	\$ 50,000		\$ 41,879.14	83.8%	\$ 54,086.05	-22.6%
Bank Service Charges	\$ 250		\$ 220.01	88.0%	\$ 214.29	3%
Total	\$ 72,750	1.9%	\$ 62,628.67	86.1%	\$ 54,300.34	15.3%

Allocations

Administrative Fee	\$	189,792		\$	158,160.00	83.3%	\$	123,110.00	28.5%
MIS	\$	19,967		\$	16,630.00	83.3%	\$	13,610.00	22.2%
	\$	209,759	5.5%	\$	174,790.00	83.3%	\$	136,720.00	27.8%

Grants

Other grants	\$	150,000		\$	152,304.50	101.5%	\$	88,634.27	71.8%
	\$	150,000	4.0%	\$	152,304.50	101.5%	\$	88,634.27	71.8%

Advertising	\$	900	0.02%	\$	485.00	53.9%	\$	523.38	-7%
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Office Supplies/Maintenance

Postage	\$	5,000		\$	5,599.41	112.0%	\$	4,754.37	17.8%
Service to Office Equipment	\$	25,000		\$	12,000.70	48.0%	\$	20,692.92	-42.0%
Telephone	\$	6,000		\$	8,357.55	139.3%	\$	5,643.99	48.1%
Software	\$	45,000		\$	50,976.80	113.3%	\$	59,181.19	-13.9%
Office Supplies	\$	40,000		\$	27,714.80	69.3%	\$	23,381.97	18.5%
Small Capital	\$	50,000		\$	44,144.37	88.3%	\$	81,916.52	-46.1%
	\$	171,000	4.5%	\$	148,793.63	87.0%	\$	195,570.96	-23.9%

Staff Development

Conferences/Training/Travel	\$	35,000		\$	8,413.16	24.0%	\$	16,554.15	-49.2%
Tuition Reimbursement	\$	10,000		\$	-	0.0%	\$	-	#DIV/0!
Membership	\$	71,000		\$	81,149.90	114.3%	\$	73,868.37	9.9%
	\$	116,000	3.1%	\$	89,563.06	77.2%	\$	90,422.52	-1.0%

Insurance

Unemployment	\$	1,176		\$	980.00	83.3%	\$	940.00	4.3%
Risk Management	\$	111,948		\$	93,290.00	83.3%	\$	78,010.00	19.6%
	\$	113,124	3.0%	\$	94,270.00	83.3%	\$	78,950.00	19.4%

Building Costs

Transfer to Capital	\$	375,000		\$	350,000.00	93.3%	\$	-	#DIV/0!
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Rent	\$	589,583		\$	491,150.00	83.3%	\$	491,150.00	0.0%
Supplies	\$	-		\$	-	#DIV/0!	\$	-	#DIV/0!
Maintenance	\$	-		\$	7,785.00	#DIV/0!	\$	-	#DIV/0!
Total Building	\$	964,583	25.5%	\$	848,935.00		\$	491,150.00	72.8%
Total Operations/Services	\$	2,148,736	56.8%	\$	1,846,152.30	85.9%	\$	1,370,603.75	34.7%
Total Expenses	\$	5,056,384		\$	4,270,747.43	84.5%	\$	3,626,321.40	17.8%
Revenue Minus Expense	\$	(392,926)		\$	(638.03)		\$	511,518.54	-100.1%

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	\$ 578,097.14	\$ -	\$ 1,086,954.70
8/1/2025	\$ 1,086,954.70	\$ 407,246.59	\$ 461,144.63	\$ -	\$ 1,033,056.66
9/1/2025	\$ 1,033,056.66	\$ 652,019.40	\$ 241,672.14	\$ -	\$ 1,443,403.92
10/1/2025	\$ 1,443,403.92	\$ 750,788.19	\$ 329,359.57	\$ -	\$ 1,864,832.54
11/1/2025	\$ 1,864,832.54				
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	\$	223.10	\$	32,141.25	\$	22,136.66
10/1/2025	\$	22,136.66	\$	223.10	\$	-	\$	22,359.76
11/1/2025	\$	22,359.76						
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	\$ 2.40	\$ -	\$ 5,931.92
10/1/2025	\$ 5,931.92	\$ -	\$ -	\$ 5,931.92
11/1/2025	\$ 5,931.92			
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	\$	13.67	\$	439.70	\$	32,707.71
10/1/2025	\$	32,707.71	\$	-	\$	456.52	\$	32,251.19
11/1/2025	\$	32,251.19						
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	\$ 5.88	\$ 321.11	\$ 13,863.13
10/1/2025	\$ 13,863.13	\$ -	\$ 153.79	\$ 13,709.34
11/1/2025	\$ 13,709.34			
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	\$ 576,330.09	\$ -	\$ 1,310,024.01
8/1/2025	\$ 1,310,024.01	\$ 408,505.48	\$ 578,176.40	\$ -	\$ 1,140,353.09
9/1/2025	\$ 1,140,353.09	\$ 652,264.45	\$ 274,574.20	\$ -	\$ 1,518,043.34
10/1/2025	\$ 1,518,043.34	\$ 751,011.29	\$ 329,969.88	\$ -	\$ 1,939,084.75
11/1/2025	\$ 1,939,084.75	\$ -	\$ -	\$ -	
12/1/2025	\$ -	\$ -	\$ -	\$ -	

1/1/2026 \$ -

By end of October we have usually collected 95% of PPRT. We have currently collected 65% of budgeted.

Library Operating Revenue

Fund	Budgeted	Projected	Difference
Real Estate Taxes	\$ 3,222,539	\$ 3,191,497	\$ (31,042)
PPRT	\$ 592,000	\$ 400,230	\$ (191,770)
State Grants or other	\$ 104,020	\$ 104,120	\$ 100
Other Grants	\$ 150,000	\$ 140,753	\$ (9,247)
PILOT	\$ 556,299	\$ 556,299	\$ -
Fines	\$ 4,500	\$ 8,604	\$ 4,104
Non-Resident Fee	\$ 100	\$ -	\$ (100)
Lost or Damaged Items	\$ 5,000	\$ 2,684	\$ (2,316)
Copies/Miscellaneous	\$ 14,000	\$ 10,689	\$ (3,311)
Meeting Room Fees	\$ 4,000	\$ 6,672	\$ 2,672
Interest Income	\$ 6,000	\$ 3,428	\$ (2,572)
Investment Income	\$ 5,000	\$ 15,213	\$ 10,213
Sale of Property	\$ -	\$ 39,037	\$ 39,037
Reimbursement of Expenses	\$ -	\$ 6,362	
Totals	\$ 4,663,458	\$ 4,485,589	\$ (177,869)

Expenditures

Fund	Budgeted	Projected	Difference
Salaries	\$ 1,867,224	\$ 1,849,862	\$ 17,362
Overtime	\$ -	\$ 348	\$ (348)
IMRF	\$ 135,590	\$ 134,093	\$ 1,497
FICA/Medicare	\$ 144,064	\$ 137,667	\$ 6,397
Life insurance	\$ 3,800	\$ 2,620	\$ 1,180
Medical insurance	\$ 741,000	\$ 728,650	\$ 12,350
Service recognition	\$ 15,970	\$ 15,970	\$ -
Total Personnel	\$ 2,907,648	\$ 2,869,210	\$ 38,438
Fund	Budgeted		
Unemployment insurance	\$ 1,176	\$ 1,176	\$ -
Advertising	\$ 900	\$ 485	\$ 415
Printing/binding	\$ -	\$ -	\$ -
Service to maintain Building	\$ -	\$ 7,785	\$ (7,785)
Service to Office Equipment	\$ 25,000	\$ 12,858	\$ 12,142
IT Services	\$ 19,967	\$ 19,967	\$ -
Telephone/Internet	\$ 6,000	\$ 10,063	\$ (4,063)
Banking Service Charges	\$ 250	\$ 282	\$ (32)
Conferences/Travel/Continuing Ed	\$ 35,000	\$ 10,153	\$ 24,847
General Fund	\$ 189,792	\$ 189,792	\$ -
Postage	\$ 5,000	\$ 6,568	\$ (1,568)
Security	\$ 22,500	\$ 24,635	\$ (2,135)
Computer Software	\$ 45,000	\$ 54,108	\$ (9,108)
Tuition Reimbursement	\$ 10,000	\$ -	\$ 10,000
Professional Services	\$ 50,000	\$ 46,854	\$ 3,146

Membership Fees	\$ 71,000	\$ 81,227	\$ (10,227)
Per Capita Grant	\$ 104,020	\$ 104,403	\$ (383)
Other Grant	\$ 150,000	\$ 179,038	\$ (29,038)
Office Supplies	\$ 40,000	\$ 32,363	\$ 7,637
Risk Management	\$ 111,948	\$ 111,948	\$ -
Small Capital	\$ 50,000	\$ 45,788	\$ 4,212
Rent	\$ 589,583	\$ 589,583	\$ -
Books & Other Materials	\$ 245,000	\$ 245,000	\$ -
Lost or Damaged	\$ 1,600	\$ 983	\$ 617
Transfer to Capital Fund	\$ 375,000	\$ 350,000	\$ 25,000
Total operating	\$ 2,148,736	\$ 2,125,060	\$ 23,676
Total expense	\$ 5,056,384	\$ 4,994,270	\$ 62,114
Surplus (deficit)	\$ (392,926.00)	\$ (508,682)	
	\$ (17,926.00)	\$ (158,682)	