



DECATUR PUBLIC LIBRARY

knowledge | creativity | inspiration

**Board of Trustees
FINANCE AND PROPERTIES COMMITTEE
Meeting AGENDA
Wednesday, June 11, 2025
4:30 p.m.
Board Room**

- I. Call to Order** – Sofia Xethalis
- II. Consent Agenda** (Approval of Agenda; Approval of April 9, 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. Other
- VI. New Business**
 - A. May 2025 Check Register and Vendor Report (Action)
 - B. May 2025 Actuals & Projection (Discussion)
 - C. Illinois Funds Statement (Discussion)
 - D. Solar Clock (Action)
 - E. City Librarian Compensation ((**This portion of the meeting may be held in closed session pursuant to 5 ILCS 120 § 2 (c) (1)**)) (Action)
 - F. Other

VII. Adjournment



DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance and Properties
Minutes

Date: April 9, 2025
Time: 4:30 p.m.
Location: Board Room

Present:
Emily West
Sofia Xethalis
Paula Cross
Karl Coleman

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

Absent:
Blake Allison

Guests: None

Call to Order: Ms. Xethalis called the meeting to order at 4:36pm.

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 mentioned there were 2 FOIA requests received.

Public Comments: None.

Old Business

Capital Needs (Discussion) Mr. Meyer stated the cooling system should be finished on April 21. Mr. Meyer stated the roofers need to return to fix some broken plugged drains and remove the trash off the roof. The sewer line is still working well.

Furniture Project Update (Discussion) Mr. Meyer stated the reference desks will be installed between April 21 – 23. Electrical work to be done on April 24. Grand Re-opening on April 25.

Other (discussion) Mr. Meyer gave an update on IMLS. There will be a law suit against the federal government about the funding that has been halted by the President's executive order.

New Business

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

March 2025 Actuals and Projection (Discussion) Mr. Meyer presented the actual and projected budget detail. He also presented the March statement for the Illinois Funds account.

Adjournment

Ms. West made a motion to adjourn at 5:20pm, seconded by Ms. Cross. All in favor. The motion was adopted.

Scribe, Michelle Whitehead, Executive Administrative Assistant

Final 4/9/2025

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 5/1/2025 to 5/31/2025

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
166753	05/01/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	2,501.43	OFFICE SUPPLIES
166761	05/01/2025	CANON FINANCIAL SERVICES, INC BLANKET - SERVICE COPIERS & PRINTERS	1,681.47	SERV-OFFICE EQUIPMENT
166771	05/01/2025	DECATUR PARK DISTRICT PICNIC TABLE RENTAL FOR COLOR RUN	180.00	OTHER LIBRARY GRANT EXI
166774	05/01/2025	DEMCO INC BLANKET - OTHER LIBRARY GRANT EXP&OFFICE SL	944.15	OTHER LIBRARY GRANT EXI
166777	05/01/2025	DYNAGRAPHICS 6' X 4' BANNER DPL LOGO W/TAGLINE	201.98	OFFICE SUPPLIES
166795	05/01/2025	ILLINOIS LIBRARY ASSOCIATION IREAD PURCHASE FOR CHILDRENS SRP 2025	1,496.82	OTHER LIBRARY GRANT EXI
166796	05/01/2025	ILLINOIS PORTABLE TOILETS PORTABLE TOILETS	400.00	PROFESSIONAL SERVICES
166811	05/01/2025	KILEY KLEIN, LTD LEGAL REPRESENTATION JAN AND MAR 2025	713.00	PROFESSIONAL SERVICES
166827	05/01/2025	MIDWEST TAPE, LLC BLANKET - AV AND STREAMING SERVICES	279.78	OFFICE SUPPLIES
166846	05/01/2025	SOCIETY OF AMERICAN ARCHIVISTS SAA MEMBERSHIP - R. DAMPTZ HEAD OF ARCHIVES	509.00	MEMBERSHIP FEES
166849	05/01/2025	STEFAN KARRICK-WOODS TUNING PIANO	90.00	PROFESSIONAL SERVICES
166855	05/01/2025	TODAY'S BUSINESS SOLUTIONS COST PER FAX PROGRAM 1ST QTR 2025 JAN - MAR	105.24	TELEPHONE
166892	05/08/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	365.42	OFFICE SUPPLIES
166905	05/08/2025	CENTRALIA REGIONAL LIBRARY DISTRICT PAYMENT FOR LOST MATERIAL	11.99	LOST OR DAMAGED BOOKS
166911	05/08/2025	COMMERCIAL MAIL SERVICES MONTHLY POSTAGE FEES APRIL 15-APRIL 30, 2025	265.34	POSTAGE
166918	05/08/2025	CYNMARK BALLOON BOUQUETS ON STANDS GRAND REOPEN	315.00	OTHER LIBRARY GRANT EXI
166941	05/08/2025	HR SOURCE MEMBERSHIP DUES THROUGH JUNE'26	1,320.00	PROFESSIONAL SERVICES
166959	05/08/2025	LINCOLN PUBLIC LIBRARY PAYMENT FOR LOST MATERIALS	26.00	LOST OR DAMAGED BOOKS

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 5/1/2025 to 5/31/2025

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
166965	05/08/2025	MAHOMET PUBLIC LIBRARY PAYMENT FOR LOST MATERIALS	17.18	LOST OR DAMAGED BOOKS
166966	05/08/2025	MARION CARNEGIE LIBRARY PAYMENT FOR LOST MATERIAL	55.00	LOST OR DAMAGED BOOKS
166978	05/08/2025	PEMBERTON, TY 4 LARGE BAGS OF ICE FOR GRAND REOPENING	24.20	OTHER LIBRARY GRANT EXI
166989	05/08/2025	SCHOOL'S IN LLC CHAIR DOLLY	198.38	SMALL CAPITAL ITEMS
167005	05/08/2025	ULINE ECONOMY T-SHIRT BAGS 3 CASES	120.58	OFFICE SUPPLIES
167033	05/15/2025	AMAZON PAYMENTS BLANKET -OFFICE SUP, OTHER GRANTS, HARDWAR CREDIT -OFFICE SUP, OTHER GRANTS, HARDWARE, BLANKET -OFFICE SUP, OTHER GRANTS, HARDWAR	4,822.46	BOOKS & PERIODICALS
167037	05/15/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	2,980.62	OFFICE SUPPLIES
167047	05/15/2025	BRODART CO. CLASS LABELS MANGA, GRAPHIC LIT & COMICS	59.97	OFFICE SUPPLIES
167073	05/15/2025	DEMCO INC BLANKET - OTHER LIBRARY GRANT EXP&OFFICE SL	417.45	OFFICE SUPPLIES
167079	05/15/2025	DYNAGRAPHS HARD CASE TO HOLD ALL 3	423.18	OTHER LIBRARY GRANT EXI
167107	05/15/2025	KANOPY BLANKET - LIBRARY STREAMING SERVICE	562.00	BOOKS & PERIODICALS
167122	05/15/2025	MAVERIK MARKETING READICULOUS TSHIRTS	772.06	OTHER LIBRARY GRANT EXI
167126	05/15/2025	MIDWEST TAPE, LLC BLANKET - AV AND STREAMING SERVICES	443.16	OFFICE SUPPLIES
167137	05/15/2025	ONLINE LABELS, INC. 2"X2" SQUARE 20 PER SHEET 8.5"X11" STANDARD	44.02	OFFICE SUPPLIES
167140	05/15/2025	PAETEC BLANKET - TELEPHONE SERVICE	55.94	TELEPHONE
167156	05/15/2025	SCHOLASTIC LIBRARY PUBLISHING CHILDREN'S SRC	2,404.07	OTHER LIBRARY GRANT EXI
167157	05/15/2025	SCHOOL'S IN LLC 4 CHAIR DOLLY	809.10	SMALL CAPITAL ITEMS

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 5/1/2025 to 5/31/2025

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
167171	05/15/2025	TIPPITT, ALEXIS SUPPLIES FOR TEEN CRAFT CLUB AND TEEN THING	199.42	OTHER LIBRARY GRANT EXI
167180	05/15/2025	UNIQUE MANAGEMENT SERVICES PLACEMENTS FOR APRIL 2025	364.45	PROFESSIONAL SERVICES
167207	05/22/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	3,056.60	OFFICE SUPPLIES
167228	05/22/2025	COMMERCIAL MAIL SERVICES MAY'25 MONTHLY POSTAGE FEES	320.03	POSTAGE
167288	05/22/2025	MIDWEST TAPE, LLC BLANKET - AV AND STREAMING SERVICES	717.52	OFFICE SUPPLIES
167301	05/22/2025	PEERLESS NETWORK, INC ACCT 1212890	330.28	TELEPHONE
167335	05/22/2025	VERIZON WIRELESS ACCT 980380645-00001	161.67	TELEPHONE
167358	05/29/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	2,645.56	OFFICE SUPPLIES
167361	05/29/2025	BECK'S ENGRAVING & RUBBER STAMPS NAME BADGE/MAGNET	6.50	OFFICE SUPPLIES
167363	05/29/2025	BELLEVILLE PUBLIC LIBRARY LOST OR DAMAGED MATERIALS	12.99	LOST OR DAMAGED BOOKS
167375	05/29/2025	CANON FINANCIAL SERVICES, INC BLANKET - SERVICE COPIERS & PRINTERS	803.78	SERV-OFFICE EQUIPMENT
167378	05/29/2025	CITYBLUE TECHNOLOGIES LLC EPSON INK BLK & YELLOW	462.62	OFFICE SUPPLIES
167387	05/29/2025	DECATUR CIVIC CENTER AUTHORITY BLANKET - SECURITY FOR LIBRARY	2,280.45	SECURITY
167423	05/29/2025	MIDWEST TAPE, LLC BLANKET - AV AND STREAMING SERVICES	201.24	OFFICE SUPPLIES
167443	05/29/2025	SCHOLASTIC LIBRARY PUBLISHING CHILDREN'S SRC	14.20	OTHER LIBRARY GRANT EXI
167463	05/29/2025	YUNAN CHANG, LLC 40% DEPOSIT 150TH BDAY PARTY	7,228.00	OTHER LIBRARY GRANT EXI
23006832	05/08/2025	JESSICA HILL CONSULTING LLC BLANKET - SOCIAL WORKER'S WAGES	1,923.00	OTHER LIBRARY GRANT EXI
23006872	05/15/2025	REGIONS/CREDIT CARD ACCT 7213	2,051.33	CONFERENCES & TRAVEL

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 5/1/2025 to 5/31/2025

35 -- LIBRARY FUND

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
23006873	05/15/2025	REGIONS/CREDIT CARD ACCT 2191	2,741.73	CONFERENCES & TRAVEL
23006894	05/22/2025	JESSICA HILL CONSULTING LLC BLANKET - SOCIAL WORKER'S WAGES	1,730.70	OTHER LIBRARY GRANT EXI
23006895	05/22/2025	JONES & THOMAS BLANKET - WEB SERVICES	420.00	PROFESSIONAL SERVICES
Total for: 35			53,288.06	

59 -- LIBRARY TRUST FUNDS

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
166753	05/01/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	17.55	BOOKS & PERIODICALS
166892	05/08/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	152.07	BOOKS & PERIODICALS
167037	05/15/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	11.68	BOOKS & PERIODICALS
167358	05/29/2025	BAKER & TAYLOR CO BLANKET - BOOKS AND ENTERTAINMENT	42.15	BOOKS & PERIODICALS
Total for: 59			223.45	
Total for All:			\$53,511.51	

VENDOR NAME	AMOUNT
AMAZON PAYMENTS Total	\$4,822.46
BAKER & TAYLOR CO Total	\$11,773.08
BECK'S ENGRAVING & RUBBER STAMPS Total	\$6.50
BELLEVILLE PUBLIC LIBRARY Total	\$12.99
BRODART CO. Total	\$59.97
CANON FINANCIAL SERVICES, INC Total	\$2,485.25
CENTRALIA REGIONAL LIBRARY DISTRICT Total	\$11.99
CITYBLUE TECHNOLOGIES LLC Total	\$462.62
COMMERCIAL MAIL SERVICES Total	\$585.37
CYNMARK Total	\$315.00
DECATUR CIVIC CENTER AUTHORITY Total	\$2,280.45
DECATUR PARK DISTRICT Total	\$180.00
DEMCO INC Total	\$1,361.60
DYNAGRAPHICS Total	\$625.16
HR SOURCE Total	\$1,320.00
ILLINOIS LIBRARY ASSOCIATION Total	\$1,496.82
ILLINOIS PORTABLE TOILETS Total	\$400.00
JESSICA HILL CONSULTING LLC Total	\$3,653.70
JONES & THOMAS Total	\$420.00
KANOPY Total	\$562.00
KILEY KLEIN, LTD Total	\$713.00
LINCOLN PUBLIC LIBRARY Total	\$26.00
MAHOMET PUBLIC LIBRARY Total	\$17.18
MARION CARNEGIE LIBRARY Total	\$55.00
MAVERIK MARKETING Total	\$772.06
MIDWEST TAPE, LLC Total	\$1,641.70
ONLINE LABELS, INC. Total	\$44.02
PAETEC Total	\$55.94
PEERLESS NETWORK, INC Total	\$330.28
PEMBERTON, TY Total	\$24.20
REGIONS/CREDIT CARD Total	\$4,793.06
SCHOLASTIC LIBRARY PUBLISHING Total	\$2,418.27
SCHOOL'S IN LLC Total	\$1,007.48
SOCIETY OF AMERICAN ARCHIVISTS Total	\$509.00
STEFAN KARRICK-WOODS Total	\$90.00
TIPPITT, ALEXIS Total	\$199.42
TODAY'S BUSINESS SOLUTIONS Total	\$105.24
ULINE Total	\$120.58
UNIQUE MANAGEMENT SERVICES Total	\$364.45
VERIZON WIRELESS Total	\$161.67
YUNAN CHANG, LLC Total	\$7,228.00
Grand Total	\$53,511.51

DPL FY2025 Budget Report
 Prepared June 6, 2025
 At the end of May 42% of the
 year has passed

Revenue

	FY2025 Budgeted	% of Budget	Actual YTD	% Collected	FY2024 YTD	% Change
Property Taxes	\$ 3,222,539	69.1%	\$ -	0.0%	\$ -	#DIV/0!
All Other	\$ 1,440,919	30.9%	\$ 640,540.31	44.5%	\$ 591,841.19	8.2%
Total Revenue	\$ 4,663,458		\$ 640,540.31	13.7%	\$ 591,841.19	8.2%

Expense	FY2025 Budgeted	% of Budget	Actual YTD	% Expended	FY2024 YTD	% Change
Personnel						
Payroll	\$ 1,867,224		\$ 780,530.50	41.8%	\$ 733,825.42	6.4%
Benefits	\$ 1,040,424		\$ 434,151.24	41.7%	\$ 391,235.04	11.0%
	\$ 2,907,648	57.5%	\$ 1,214,681.74	41.8%	\$ 1,125,060.46	8.0%

Library Materials

Books, Periodicals, etc.	\$ 245,000		\$ 61,424.53	25.1%	\$ 46,938.70	30.9%
Per Capita	\$ 104,020		\$ 104,403.28	100.4%	\$ 69,337.74	50.6%
Lost/Damage	\$ 1,600		\$ 508.02	31.8%	\$ 366.52	39%
Total Materials	\$ 350,620	9.3%	\$ 166,335.83	47.4%	\$ 116,642.96	42.6%

Professional Services

Security	\$ 22,500		\$ 10,130.64	45.0%	\$ 22,702.74	-55.4%
Professional Services	\$ 50,000		\$ 28,175.31	56.4%	\$ 32,078.07	-12.2%
Bank Service Charges	\$ 250		\$ 111.30	44.5%	\$ 100.08	11%
Total	\$ 72,750	1.9%	\$ 38,417.25	52.8%	\$ 32,178.15	19.4%

Allocations

Administrative Fee	\$	189,792		\$	79,080.00	41.7%	\$	61,555.00	28.5%
MIS	\$	19,967		\$	8,320.00	41.7%	\$	6,805.00	22.3%
	\$	209,759	5.5%	\$	87,400.00	41.7%	\$	68,360.00	27.9%

Grants

Other grants	\$	150,000		\$	82,902.44	55.3%	\$	31,657.84	161.9%
	\$	150,000	4.0%	\$	82,902.44	55.3%	\$	31,657.84	161.9%

Advertising	\$	900	0.02%	\$	-	0.0%	\$	423.38	-100%
--------------------	----	-----	-------	----	---	------	----	--------	-------

Office Supplies/Maintenance

Postage	\$	5,000		\$	2,780.11	55.6%	\$	2,372.09	17.2%
Service to Office Equipment	\$	25,000		\$	4,980.16	19.9%	\$	5,972.03	-16.6%
Telephone	\$	6,000		\$	2,928.62	48.8%	\$	2,790.26	5.0%
Software	\$	45,000		\$	21,908.70	48.7%	\$	39,005.28	-43.8%
Office Supplies	\$	40,000		\$	16,600.76	41.5%	\$	8,814.86	88.3%
Small Capital	\$	50,000		\$	24,348.10	48.7%	\$	34,783.66	-30.0%
	\$	171,000	4.5%	\$	73,546.45	43.0%	\$	93,738.18	-21.5%

Staff Development

Conferences/Training/Travel	\$	35,000		\$	4,242.75	12.1%	\$	11,213.40	-62.2%
Tuition Reimbursement	\$	10,000		\$	-	0.0%	\$	-	#DIV/0!
Membership	\$	71,000		\$	1,316.74	1.9%	\$	2,739.93	-51.9%
	\$	116,000	3.1%	\$	5,559.49	4.8%	\$	13,953.33	-60.2%

Insurance

Unemployment	\$	1,176		\$	490.00	41.7%	\$	470.00	4.3%
Risk Management	\$	111,948		\$	46,645.00	41.7%	\$	39,005.00	19.6%
	\$	113,124	3.0%	\$	47,135.00	41.7%	\$	39,475.00	19.4%

Building Costs

Transfer to Capital	\$	375,000		\$	350,000.00	93.3%	\$	-	#DIV/0!
----------------------------	----	---------	--	----	------------	-------	----	---	---------

Rent	\$	589,583		\$	245,575.00	41.7%	\$	245,575.00	0.0%
Supplies	\$	-		\$	-	#DIV/0!	\$	-	#DIV/0!
Maintenance	\$	-		\$	6,261.00	#DIV/0!	\$	-	#DIV/0!
Total Building	\$	964,583	25.5%	\$	601,836.00		\$	245,575.00	145.1%
Total Operations/Services	\$	2,148,736	56.8%	\$	1,103,132.46	51.3%	\$	642,003.84	71.8%
Total Expenses	\$	5,056,384		\$	2,317,814.20	45.8%	\$	1,767,064.30	31.2%
Revenue Minus Expense	\$	(392,926)		\$	(1,677,273.89)		\$	(1,175,223.11)	42.7%

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				
7/1/2025	\$ -				
8/1/2025	\$ -				
9/1/2025	\$ -				
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						
7/1/2025	\$	-						
8/1/2025	\$	-						
9/1/2025	\$	-						
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			
7/1/2025	\$ -			
8/1/2025	\$ -			
9/1/2025	\$ -			
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			
7/1/2025	\$ -			

8/1/2025	\$	-
9/1/2025	\$	-
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			
7/1/2025	\$ -			
8/1/2025	\$ -			
9/1/2025	\$ -			
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	\$ -	\$ -	\$ -	
7/1/2025	\$ -	\$ -	\$ -	\$ -	
8/1/2025	\$ -	\$ -	\$ -	\$ -	
9/1/2025	\$ -	\$ -	\$ -	\$ -	
10/1/2025	\$ -	\$ -	\$ -	\$ -	
11/1/2025	\$ -	\$ -	\$ -	\$ -	
12/1/2025	\$ -	\$ -	\$ -	\$ -	

1/1/2026 \$ -

Library Operating Revenue

Fund	Budgeted	Projected	Difference
Real Estate Taxes	\$ 3,222,539	\$ 3,222,539	\$ -
PPRT	\$ 592,000	\$ 384,720	\$ (207,280)
State Grants or other	\$ 104,020	\$ 104,020	\$ -
Other Grants	\$ 150,000	\$ 150,000	\$ -
PILOT	\$ 556,299	\$ 556,299	\$ -
Fines	\$ 4,500	\$ 10,164	\$ 5,664
Non-Resident Fee	\$ 100	\$ -	\$ (100)
Lost or Damaged Items	\$ 5,000	\$ 2,220	\$ (2,780)
Copies/Miscellaneous	\$ 14,000	\$ 10,567	\$ (3,433)
Meeting Room Fees	\$ 4,000	\$ 7,267	\$ 3,267
Interest Income	\$ 6,000	\$ 4,922	\$ (1,078)
Investment Income	\$ 5,000	\$ 30,235	\$ 25,235
Sale of Property	\$ -	\$ 34,583	\$ 34,583
Reimbursement of Expenses	\$ -	\$ 6,362	
Totals	\$ 4,663,458	\$ 4,523,899	\$ (139,559)

Expenditures

Fund	Budgeted	Projected	Difference
Salaries	\$ 1,867,224	\$ 1,844,890	\$ 22,334
Overtime	\$ -	\$ 411	\$ (411)
IMRF	\$ 135,590	\$ 133,814	\$ 1,776
FICA/Medicare	\$ 144,064	\$ 137,325	\$ 6,739
Life insurance	\$ 3,800	\$ 2,652	\$ 1,148
Medical insurance	\$ 741,000	\$ 738,755	\$ 2,245
Service recognition	\$ 15,970	\$ 15,970	\$ -
Total Personnel	\$ 2,907,648	\$ 2,873,817	\$ 33,831
Fund	Budgeted		
Unemployment insurance	\$ 1,176	\$ 1,176	\$ -
Advertising	\$ 900	\$ -	\$ 900
Printing/binding	\$ -	\$ -	\$ -
Service to maintain Building	\$ -	\$ 6,261	\$ (6,261)
Service to Office Equipment	\$ 25,000	\$ 18,489	\$ 6,511
IT Services	\$ 19,967	\$ 19,967	\$ -
Telephone/Internet	\$ 6,000	\$ 7,133	\$ (1,133)
Banking Service Charges	\$ 250	\$ 306	\$ (56)
Conferences/Travel/Continuing Ed	\$ 35,000	\$ 7,559	\$ 27,441
General Fund	\$ 189,792	\$ 189,792	\$ -
Postage	\$ 5,000	\$ 6,536	\$ (1,536)
Security	\$ 22,500	\$ 24,314	\$ (1,814)
Computer Software	\$ 45,000	\$ 35,283	\$ 9,717
Tuition Reimbursement	\$ 10,000	\$ -	\$ 10,000
Professional Services	\$ 50,000	\$ 53,149	\$ (3,149)

Membership Fees	\$ 71,000	\$ 71,000	\$ -
Per Capita Grant	\$ 104,020	\$ 104,403	\$ (383)
Other Grant	\$ 150,000	\$ 150,000	\$ -
Office Supplies	\$ 40,000	\$ 51,420	\$ (11,420)
Risk Management	\$ 111,948	\$ 111,948	\$ -
Small Capital	\$ 50,000	\$ 59,476	\$ (9,476)
Rent	\$ 589,583	\$ 589,583	\$ -
Books & Other Materials	\$ 245,000	\$ 245,000	\$ -
Lost or Damaged	\$ 1,600	\$ 1,567	\$ 33
Transfer to Capital Fund	\$ 375,000	\$ 350,000	\$ 25,000
Total operating	\$ 2,148,736	\$ 2,104,360	\$ 44,376
Total expense	\$ 5,056,384	\$ 4,978,177	\$ 78,207
Surplus (deficit)	\$ (392,926.00)	\$ (454,279)	
	\$ (17,926.00)	\$ (104,279)	



Investor Statement

Page 1 of 2

for the period of: May 1, 2025 - May 31, 2025



Investor Services: (800) 947-8479



Internet: www.illinoisfunds.com

CITY OF DECATUR
130 N FRANKLIN ST
DECATUR IL 62523-6044

002200

Portfolio at-a-Glance

Portfolio Value Beginning 05/01/2025	\$1,836.69
+ Purchases	\$324.24
- Withdrawals	\$0.00
Portfolio Value Ending 05/31/2025	\$2,168.46

Portfolio Summary

Account Number	Fund Name	Shares	Share Price	Market Value on 05/31/2025	% of Account Holdings
CITY OF DECATUR	Illinois LGIP	2,168.460	\$1.00	\$2,168.46	100.0%

Account Transactions

Account Number	Trade Date	Transaction Description	Dollar Amount	Share Price	Shares this Transaction	Total Shares Owned
Illinois LGIP/5000		Beginning Balance as of 05/01/2025	\$1,836.69	\$1.00		1,836.690
CITY OF DECATUR	05/05/25	SHARES PURCHASED - WIRE	\$42.00	\$1.00	42.000	1,878.690
	05/13/25	SHARES PURCHASED - WIRE	\$16.24	\$1.00	16.240	1,894.930
	05/14/25	SHARES PURCHASED - WIRE	\$80.00	\$1.00	80.000	1,974.930
Distributions:	05/19/25	SHARES PURCHASED - WIRE	\$150.00	\$1.00	150.000	2,124.930
Dividends	05/27/25	SHARES PURCHASED - WIRE	\$26.00	\$1.00	26.000	2,150.930
Cap Gains	05/28/25	SHARES PURCHASED - WIRE	\$10.00	\$1.00	10.000	2,160.930
REINVEST	05/30/25	INCOME REINVEST	\$7.53	\$1.00	7.530	2,168.460
		Ending Balance as of 05/31/2025	\$2,168.46	\$1.00		2,168.460





CITY OF DECATUR

Investor Statement

Page 2 of 2

for the period of: May 1, 2025 - May 31, 2025



Investor Services: (800) 947-8479



Internet: www.illinoisfunds.com

Account Earnings Summary

Account Number	Fund Name	Capital Gains	Income Distributions	Period to Date	Year to Date
CITY OF DECATUR	Illinois LGIP	\$.00	\$7.53	\$7.53	\$500.42
	Total Portfolio	\$.00	\$7.53	\$7.53	\$500.42

