



DECATUR PUBLIC LIBRARY

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**Board of Trustees
FINANCE AND PROPERTIES COMMITTEE
Meeting AGENDA
Wednesday, September 11, 2024
4:30 p.m.
Board Room**

- I. Call to Order** – Karl Coleman
- II. Consent Agenda** (Approval of Agenda; Approval of May 8, 2024 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. Sale of Furniture (Action)
 - D. Other
- VI. New Business**
 - A. May, June, July, August 2024 Check Registers & Vendor Reports (Action)
 - B. August 2024 Budget Actuals (Discussion)
 - C. 2024 Budget Projection (Discussion)
 - D. FY2025 Budget Draft (Discussion)
 - E. Other
- VII. Adjournment**



DECATUR PUBLIC LIBRARY

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DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Finance and Properties

Minutes

Date: May 8, 2024

Time: 4:30 p.m.

Location: Board Room

Present:

Emily West

Sofia Xethalis

Karl Coleman

Jecobie Jones

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

Absent: None

Guests: None

Call to Order:

Mr. Jones called the meeting to order at 4:37pm.

Consent Agenda

Ms. Xethalis made a motion to approve the consent agenda. No discussion. All in favor. The motion was adopted.

Written Communication from the Public: None

Public Comments: None

Old Business

Capital Needs (Discussion) Mr. Meyer stated the rock has been vacuumed off the building, and the roof repair is continuing.

Other

New Business

April 2024 Check Register & Vendor Report (Action) Ms. Xethalis made a motion to send the check register to the full Board, seconded by Ms. West. Mr. Jones requested a roll call vote. Ms. Xethalis yes, Ms. West yes, Mr. Coleman, yes, Mr. Jones yes. All in favor. Motion adopted.

April 2024 Budget Actuals (Discussion) Mr. Meyer presented the current and projected budget detail.

Furniture Bid (Action) Mr. Meyer presented the furniture bids. The Lowest bidder is Thomas Interiors. Ms. Xethalis made a motion to table the decision until the Board meeting on May 16, 2024, seconded by Mr. Jones. All in favor. The motion was adopted.

Adjournment

Mr. Jones made a motion to adjourn at 5:28pm, seconded by Ms. Xethalis. All in favor. The motion was adopted.

Scribe, Michelle Whitehead, Executive Administrative Assistant

Final 5/8/2024

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 5/1/2024 to 5/31/2024

35 -- LIBRARY FUND

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
160103	05/02/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	712.00	OFFICE SUPPLIES
160112	05/02/2024	BREWSTER, CONNIE K 04/09/24 PRESCHOOL ART/ MONETS GARDEN	150.00	OTHER LIBRARY GRANT EXI
160128	05/02/2024	DECATUR BLUEPRINT, INC. BUSINESS CARDS/K COLEMAN	80.00	OFFICE SUPPLIES
160130	05/02/2024	DEMCO INC OTHER LIBRARY GRANT EXPENSE	220.04	OTHER LIBRARY GRANT EXI
160137	05/02/2024	EYTCHEISON, KATIE SUPPLIES REIMBURSEMENT FOR PARTIES	212.36	OTHER LIBRARY GRANT EXI
160146	05/02/2024	HARLESS, NOAH TRAVEL REIMBURSEMENT	166.37	CONFERENCES & TRAVEL
160171	05/02/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	443.88	OFFICE SUPPLIES
160192	05/02/2024	SAM'S CLUB ACCT 9064	255.21	OTHER LIBRARY GRANT EXI
160194	05/02/2024	SCHNIEDERJAN, MEGAN 03/09/24 CHILDRENS YOGA 03/23/24 CHILDRENS YOGA 04/27/24 CHILDRENS YOGA	300.00	OTHER LIBRARY GRANT EXI
160211	05/02/2024	WATTS COPY SYSTEMS SERVICE OFFICE EQUIPMENT	1,211.79	SERV-OFFICE EQUIPMENT
160227	05/09/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	597.67	OFFICE SUPPLIES
160264	05/09/2024	EYTCHEISON, KATIE KRAFTY THINGS REIMBURSEMENT	265.17	OTHER LIBRARY GRANT EXI
160273	05/09/2024	HECKWINE, BETTI JO MAR-MAY'24 SERVICE ANNIVERSARIES	61.53	OTHER LIBRARY GRANT EXI
160276	05/09/2024	HR SOURCE 2025 MEMBERSHIP DUES	1,260.00	PROFESSIONAL SERVICES
160279	05/09/2024	ILLINOIS LIBRARY ASSOCIATION CHILDRENS SRP 2024 / JOHN SCHIRLE	1,247.07	OTHER LIBRARY GRANT EXI
160289	05/09/2024	KILEY KLEIN, LTD LEGAL SERVICES	280.50	PROFESSIONAL SERVICES
160308	05/09/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	503.30	OFFICE SUPPLIES

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 5/1/2024 to 5/31/2024

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
160350	05/09/2024	VERIZON WIRELESS ACCOUNT 980380645-00001	107.62	TELEPHONE
160357	05/10/2024	COMMERCIAL MAIL SERVICES APR 16 - APR 30'24	192.28	POSTAGE
160367	05/16/2024	AMAZON PAYMENTS RETURN AGAINST INV 1313-4PKC-4KRM RETURN AGAINST INV 1V1C-P7GV-3MFJ PURCHASE FOR OTHER LIBRARY GRANTS CYBERGEEK NANO A1 PURCHASE FOR OTHER LIBRARY GRANTS ACCT A3D6PYLXS49OR / 2024 MEMBERSHIP FEE PURCHASE FOR OTHER LIBRARY GRANTS	2,585.69	SMALL CAPITAL ITEMS
160374	05/16/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	712.61	OFFICE SUPPLIES
160382	05/16/2024	BREWSTER, CONNIE K REPLACES CK#157670 PRESCHOOL ART 12/05/23 PRESCHOOL ART BUBBLES & BLOOMS 05/07/24	275.00	OTHER LIBRARY GRANT EXI
160385	05/16/2024	BUSEY BANK BOX 151001511 /ANNUAL FEE	45.00	BANKING SERVICE CHARGE
160408	05/16/2024	DEMCO INC OTHER LIBRARY GRANT EXPENSE	873.82	OFFICE SUPPLIES
160422	05/16/2024	FRAZIER, ALIX TRAVEL REIMBURSEMENT	136.01	CONFERENCES & TRAVEL
160445	05/16/2024	MAVERIK MARKETING READICULOUS T-SHIRTS	282.98	OTHER LIBRARY GRANT EXI
160448	05/16/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	8,904.07	OFFICE SUPPLIES
160461	05/16/2024	PAETEC ACCT 633318933001	52.65	TELEPHONE
160463	05/16/2024	PAWPRINT MINISTRIES READ W/PAWPRINT 4 SESSIONS MAR & APR'24	400.00	OTHER LIBRARY GRANT EXI
160465	05/16/2024	PEASE, CONNIE L JAN-JUN'24 1HR SESSION PER MONTH	210.00	OTHER LIBRARY GRANT EXI
160471	05/16/2024	PRODUCT LLC COMPLETION OF BID DOCUMENTS	5,243.88	PROFESSIONAL SERVICES

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**
For invoices from -- 5/1/2024 to 5/31/2024

35 -- LIBRARY FUND

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
160478	05/16/2024	SCHIRLE, JOHN VOLUNTEER SRP T-SHIRTS	180.54	OTHER LIBRARY GRANT EXI
160479	05/16/2024	SCHNIEDERJAN, MEGAN CHILDRENS YOGA 05/11/24	100.00	OTHER LIBRARY GRANT EXI
160503	05/16/2024	UNIQUE MANAGEMENT SERVICES APR'24 PLACEMENTS	285.65	PROFESSIONAL SERVICES
160513	05/16/2024	WILLIAMSVILLE PUBLIC LIBRARY AND MUSEUM LOST OR DAMAGED MATERIALS	25.00	LOST OR DAMAGED BOOKS
160514	05/16/2024	WINDSOR STORM MEMORIAL PUBLIC LIBRARY LOST OR DAMAGED MATERIALS	7.00	LOST OR DAMAGED BOOKS
160530	05/23/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	518.87	OFFICE SUPPLIES
160546	05/23/2024	CINDY'S DELIGHT DEPOSIT FOR CATERING 05/31/24 EVENT	100.00	OTHER LIBRARY GRANT EXI
160552	05/23/2024	COMMERCIAL MAIL SERVICES MAY 1 - MAY 15'24	245.64	POSTAGE
160557	05/23/2024	DAMPTZ, REBECCA REIMBURSEMENT FOR DROP CLOTH	21.70	OFFICE SUPPLIES
160559	05/23/2024	DECATUR AREA ARTS COUNCIL RENTAL OF LIGHTING EQUIP FOR SONGWRITERS E'	100.00	OTHER LIBRARY GRANT EXI
160574	05/23/2024	JONES & THOMAS PROFESSIONAL SERVICES - WEB	420.00	PROFESSIONAL SERVICES
160589	05/23/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	2,488.02	OFFICE SUPPLIES
160602	05/23/2024	SCHNIEDERJAN, MEGAN CHILDRENS YOGA 05/18/24	100.00	OTHER LIBRARY GRANT EXI
160603	05/23/2024	SCOVILL ZOO MOBILE ZOO PRESENTATION FOR 05/29/24	300.00	OTHER LIBRARY GRANT EXI
160608	05/23/2024	SOUNDCHECK MUSIC SOUND SYSTEM FOR READICULOUS	6,762.00	OTHER LIBRARY GRANT EXI
160618	05/23/2024	VERIZON WIRELESS ACCOUNT 980380645-00001	107.62	TELEPHONE
160630	05/30/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	847.08	OFFICE SUPPLIES
160637	05/30/2024	CARRIE CHANDLER PERFORMANCE FOR SONGWRITER EVENT	100.00	OTHER LIBRARY GRANT EXI

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**
For invoices from -- 5/1/2024 to 5/31/2024

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
160639	05/30/2024	CDW GOVERNMENT INC OFFICE SUPPLIES AND COMPUTER HARDWARE	108.00	SMALL CAPITAL ITEMS
160641	05/30/2024	CINDY'S DELIGHT CATERING FOR SONGWRITER EVENT 05/31/24	900.00	OTHER LIBRARY GRANT EXI
160646	05/30/2024	DANIEL S PETERSON CHLDRENS ANIMAL PROGRAM JUNE 3'24	463.00	OTHER LIBRARY GRANT EXI
160649	05/30/2024	DECATUR CIVIC CENTER AUTHORITY SECURITY FOR LIBRARY	5,205.48	SECURITY
160668	05/30/2024	JESSICA JOLLY SPAIN PERFORMANCE FOR SONGWRITER EVENT	100.00	OTHER LIBRARY GRANT EXI
160669	05/30/2024	KANOPY LIBRARY STREAMING SERVICE	497.00	PER CAPITA GRANT EXPENS
160676	05/30/2024	LUCAS, MADISON BARTENDING SERVICES SONGWRITERS EVENT 05/3	290.00	OTHER LIBRARY GRANT EXI
160682	05/30/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	300.27	OFFICE SUPPLIES
160691	05/30/2024	ONLINE COMPUTER LIBRARY CENTER, INC IFM POSTAGE	25.26	POSTAGE
160694	05/30/2024	PEERLESS NETWORK, INC ACCT 1212890	336.35	TELEPHONE
160699	05/30/2024	PROQUEST INFORMATION & LEARNING DATABASE	1,445.37	PER CAPITA GRANT EXPENS
160703	05/30/2024	RILEY, ASHLEY HOSTING/PERFORMANCE SONGWRITER EVENT 05/3	100.00	OTHER LIBRARY GRANT EXI
160735	05/31/2024	RILEY, ASHLEY HOSTING/PERFORMANCE SONGWRITER EVENT 05/3	150.00	OTHER LIBRARY GRANT EXI
23005937	05/02/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	1,154.00	OTHER LIBRARY GRANT EXI
23006002	05/16/2024	REGIONS/CREDIT CARD ACCT 7213	3,614.01	OTHER LIBRARY GRANT EXI
23006012	05/16/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	1,269.40	OTHER LIBRARY GRANT EXI
23006016	05/30/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	1,096.30	OTHER LIBRARY GRANT EXI

Total for: 35 57,752.06

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 5/1/2024 to 5/31/2024

59 -- LIBRARY TRUST FUNDS

Check #	Check Date	Vendor	Check Amt	Account Description
160103	05/02/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	200.37	BOOKS & PERIODICALS
160227	05/09/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	289.50	BOOKS & PERIODICALS
160367	05/16/2024	AMAZON PAYMENTS PURCHASE FOR OTHER LIBRARY GRANTS	36.45	BOOKS & PERIODICALS
160374	05/16/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	701.84	BOOKS & PERIODICALS
160530	05/23/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	494.86	BOOKS & PERIODICALS
160630	05/30/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,009.34	BOOKS & PERIODICALS
160699	05/30/2024	PROQUEST INFORMATION & LEARNING DATABASE	4,366.51	BOOK AND PERIODICALS
			Total for: 59	7,098.87
			Total for All:	\$64,850.93

MAY VENDOR REPORT

Vendor Name	Amount
AMAZON PAYMENTS Total	\$2,622.14
BAKER & TAYLOR CO Total	\$6,084.14
BREWSTER, CONNIE K Total	\$425.00
BUSEY BANK Total	\$45.00
CARRIE CHANDLER Total	\$100.00
CDW GOVERNMENT INC Total	\$108.00
CINDY'S DELIGHT Total	\$1,000.00
COMMERCIAL MAIL SERVICES Total	\$437.92
DAMPTZ, REBECCA Total	\$21.70
DANIEL S PETERSON Total	\$463.00
DECATUR AREA ARTS COUNCIL Total	\$100.00
DECATUR BLUEPRINT, INC. Total	\$80.00
DECATUR CIVIC CENTER AUTHORITY Total	\$5,205.48
DEMCO INC Total	\$1,093.86
EYCHISON, KATIE Total	\$477.53
FRAZIER, ALIX Total	\$136.01
HARLESS, NOAH Total	\$166.37
HECKWINE, BETTI JO Total	\$61.53
HR SOURCE Total	\$1,260.00
ILLINOIS LIBRARY ASSOCIATION Total	\$1,247.07
JESSICA HILL CONSULTING LLC Total	\$3,519.70
JESSICA JOLLY SPAIN Total	\$100.00
JONES & THOMAS Total	\$420.00
KANOPI Total	\$497.00
KILEY KLEIN, LTD Total	\$280.50
LUCAS, MADISON Total	\$290.00
MAVERIK MARKETING Total	\$282.98
MIDWEST TAPE, LLC Total	\$12,639.54
ONLINE COMPUTER LIBRARY CENTER, INC Total	\$25.26
PAETEC Total	\$52.65
PAWPRINT MINISTRIES Total	\$400.00
PEASE, CONNIE L Total	\$210.00
PEERLESS NETWORK, INC Total	\$336.35
PRODUCT LLC Total	\$5,243.88
PROQUEST INFORMATION & LEARNING Total	\$5,811.88
REGIONS/CREDIT CARD Total	\$3,614.01
RILEY, ASHLEY Total	\$250.00
SAM'S CLUB Total	\$255.21
SCHIRLE, JOHN Total	\$180.54
SCHNIEDERJAN, MEGAN Total	\$500.00
SCOVILL ZOO Total	\$300.00
SOUNDCHECK MUSIC Total	\$6,762.00
UNIQUE MANAGEMENT SERVICES Total	\$285.65
VERIZON WIRELESS Total	\$215.24
WATTS COPY SYSTEMS Total	\$1,211.79
WILLIAMSVILLE PUBLIC LIBRARY AND MUSEUM Total	\$25.00
WINDSOR STORM MEMORIAL PUBLIC LIBRARY Total	\$7.00
Grand Total	\$64,850.93

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 6/1/2024 to 6/30/2024

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
160748	06/06/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	848.23	OFFICE SUPPLIES
160776	06/06/2024	STRINGER, BETH E 2 ANNUAL SUSCRIPTIONS CIRCULATION/LOCAL HIS	28.00	BOOKS & PERIODICALS
160781	06/06/2024	DYNAGRAPHICS UPDATED DONOR WALL	195.51	PROFESSIONAL SERVICES
160805	06/06/2024	ILLINOIS LIBRARY ASSOCIATION ONLINE JOB POSTING	100.00	ADVERTISING
160833	06/06/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	1,748.14	PER CAPITA GRANT EXPENSE
160896	06/06/2024	WATTS COPY SYSTEMS SERVICE OFFICE EQUIPMENT	627.39	SERV-OFFICE EQUIPMENT
160904	06/13/2024	AMAZON PAYMENTS RETURN ON INV 1Y3Y-4YRV-W1D6 RETURN ON INV 1N1Y-GG9K-W9FQ PURCHASE FOR OTHER LIBRARY GRANTS	4,791.49	SMALL CAPITAL ITEMS
160908	06/13/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,118.56	OFFICE SUPPLIES
160909	06/13/2024	BARCLAY PUBLIC LIBRARY DISTRICT LOST OR DAMAGED MATERIAL	27.00	LOST OR DAMAGED BOOKS
160913	06/13/2024	BIBLIOTHECA, LLC SELFCHECK & RFID WORKSTATION SOFTWARE	2,858.67	SERV-OFFICE EQUIPMENT
160922	06/13/2024	CDW GOVERNMENT INC OFFICE SUPPLIES AND COMPUTER HARDWARE	399.24	OFFICE SUPPLIES
160926	06/13/2024	CLUTTER INVESTIGATIONS, INC. BACKGROUND SCREENING	60.00	PROFESSIONAL SERVICES
160931	06/13/2024	COMMERCIAL MAIL SERVICES MAY 16 - MAY 31'24	184.45	POSTAGE
160954	06/13/2024	HECKWINE, BETTI JO REIMBURSEMENT FOR JUN/JUL SERV REC	30.21	OTHER LIBRARY GRANT EXI
160981	06/13/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	2,570.63	OFFICE SUPPLIES
160991	06/13/2024	PAETEC ACCT 633318933001	55.31	TELEPHONE
161006	06/13/2024	STRIGLOS/HAINES & ESSICK COLOR PRINT PAPER	342.99	OFFICE SUPPLIES

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 6/1/2024 to 6/30/2024

35 -- LIBRARY FUND

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
161020	06/13/2024	UNIQUE MANAGEMENT SERVICES PLACEMENTS FOR MAY'24	423.55	PROFESSIONAL SERVICES
161025	06/13/2024	WALLENDER-DEDMAN PRINTING READING LOG BROCHURE/SPANISH	560.00	OTHER LIBRARY GRANT EXI
161059	06/20/2024	BREWSTER, CONNIE K PRESCHOOL ART /POTATO STAMP DONUTS SCHOOLAGE ART/POP ART DONUTS	400.00	OTHER LIBRARY GRANT EXI
161070	06/20/2024	COMMERCIAL MAIL SERVICES JUNE 1 - JUNE 15'24	234.42	POSTAGE
161112	06/20/2024	KILEY KLEIN, LTD MAY'24 LEGAL REPRESENTATION	264.00	PROFESSIONAL SERVICES
161132	06/20/2024	O'FALLON PUBLIC LIBRARY LOST OR DAMAGED MATERIAL	27.99	LOST OR DAMAGED BOOKS
161144	06/20/2024	SCHOLASTIC LIBRARY PUBLISHING CHILDREN'S SRP	1,681.78	OTHER LIBRARY GRANT EXI
161190	06/27/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	230.87	OFFICE SUPPLIES
161204	06/27/2024	CANON FINANCIAL SERVICES, INC SERVICE OFFICE EQUIPMENT COPIERS PRINTERS	780.60	SERV-OFFICE EQUIPMENT
161214	06/27/2024	DECATUR CIVIC CENTER AUTHORITY SECURITY FOR LIBRARY	4,815.63	SECURITY
161217	06/27/2024	DEMCO INC OTHER LIBRARY GRANT EXPENSE	105.06	OTHER LIBRARY GRANT EXI
161247	06/27/2024	JONES & THOMAS PROFESSIONAL SERVICES - WEB	420.00	PROFESSIONAL SERVICES
161248	06/27/2024	KANOPY LIBRARY STREAMING SERVICE	452.00	PER CAPITA GRANT EXPENSE
161256	06/27/2024	LEADR TECHNOLOGIES, INC SOFTWARE SUBSCRIPTION	4,560.00	COMPUTER SOFTWARE
161258	06/27/2024	LYNGSOE SYSTEMS INC AGREEMENT B25589-924-00 07/12/24-07/12/25	5,955.00	SERV-OFFICE EQUIPMENT
161263	06/27/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	8,788.79	OFFICE SUPPLIES
161276	06/27/2024	PEERLESS NETWORK, INC ACCT 1212890	336.88	TELEPHONE

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 6/1/2024 to 6/30/2024

35 -- LIBRARY FUND

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
161281	06/27/2024	RR DONNELLEY LIBRARY CARDS/KEY CARDS	771.47	OFFICE SUPPLIES
161284	06/27/2024	SCOVILL ZOO MOBILE ZOO 07/01/24	225.00	OTHER LIBRARY GRANT EXI
161305	06/27/2024	VERIZON WIRELESS ACCOUNT 980380645-00001	188.42	TELEPHONE
161308	06/27/2024	WATTS COPY SYSTEMS SERVICE OFFICE EQUIPMENT	241.52	SERV-OFFICE EQUIPMENT
23006046	06/13/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	1,038.60	OTHER LIBRARY GRANT EXI
23006053	06/20/2024	REGIONS/CREDIT CARD ACCT 7213	1,052.04	COMPUTER SOFTWARE
23006092	06/27/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	807.80	OTHER LIBRARY GRANT EXI
Total for: 35			50,347.24	

59 -- LIBRARY TRUST FUNDS

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
160748	06/06/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	256.34	BOOKS & PERIODICALS
160776	06/06/2024	STRINGER, BETH E 2 ANNUAL SUSCRIPTIONS CIRCULATION/LOCAL HIST	28.00	BOOK AND PERIODICALS
160908	06/13/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,576.42	BOOKS & PERIODICALS
161190	06/27/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	406.14	BOOKS & PERIODICALS
Total for: 59			2,266.90	
Total for All:			\$52,614.14	

JUNE '24 VENDOR REPORT

Vendor Name	Amount
AMAZON PAYMENTS Total	\$4,791.49
BAKER & TAYLOR CO Total	\$4,436.56
BARCLAY PUBLIC LIBRARY DISTRICT Total	\$27.00
BIBLIOTHECA, LLC Total	\$2,858.67
BREWSTER, CONNIE K Total	\$400.00
CANON FINANCIAL SERVICES, INC Total	\$780.60
CDW GOVERNMENT INC Total	\$399.24
CLUTTER INVESTIGATIONS, INC. Total	\$60.00
COMMERCIAL MAIL SERVICES Total	\$418.87
DECATUR CIVIC CENTER AUTHORITY Total	\$4,815.63
DEMCO INC Total	\$105.06
DYNAGRAPHICS Total	\$195.51
HECKWINE, BETTI JO Total	\$30.21
ILLINOIS LIBRARY ASSOCIATION Total	\$100.00
JESSICA HILL CONSULTING LLC Total	\$1,846.40
JONES & THOMAS Total	\$420.00
KANOPY Total	\$452.00
KILEY KLEIN, LTD Total	\$264.00
LEADR TECHNOLOGIES, INC Total	\$4,560.00
LYNGSOE SYSTEMS INC Total	\$5,955.00
MIDWEST TAPE, LLC Total	\$13,107.56
O'FALLON PUBLIC LIBRARY Total	\$27.99
PAETEC Total	\$55.31
PEERLESS NETWORK, INC Total	\$336.88
REGIONS/CREDIT CARD Total	\$1,052.04
RR DONNELLEY Total	\$771.47
SCHOLASTIC LIBRARY PUBLISHING Total	\$1,681.78
SCOVILL ZOO Total	\$225.00
STRIGLOS/HAINES & ESSICK Total	\$342.99
STRINGER, BETH E Total	\$56.00
UNIQUE MANAGEMENT SERVICES Total	\$423.55
VERIZON WIRELESS Total	\$188.42
WALLENDER-DEDMAN PRINTING Total	\$560.00
WATTS COPY SYSTEMS Total	\$868.91
Grand Total	\$52,614.14

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 7/1/2024 to 7/31/2024

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
161327	07/05/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	2,149.18	OFFICE SUPPLIES
161345	07/05/2024	COMMERCIAL MAIL SERVICES JUNE 16 - JUNE 30'24	175.89	POSTAGE
161409	07/05/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	56.02	OFFICE SUPPLIES
161433	07/05/2024	PRAIRIE FIRE ENTERTAINMENT LLC JUL 10 MUSIC BINGO	300.00	OTHER LIBRARY GRANT EXI
161448	07/05/2024	SOCIETY OF AMERICAN ARCHIVISTS 2024/2025 MEMEBERSHIP R DAMPTZ	250.00	MEMBERSHIP FEES
161453	07/05/2024	STRIGLOS/HAINES & ESSICK BRIGHT WHITE CARD STOCK	129.45	OFFICE SUPPLIES
161465	07/05/2024	ULINE PAPER TRIMMER	355.92	SMALL CAPITAL ITEMS
161487	07/11/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	2,653.77	OFFICE SUPPLIES
161495	07/11/2024	CANON FINANCIAL SERVICES, INC SERVICE OFFICE EQUIPMENT COPIERS PRINTERS	817.50	SERV-OFFICE EQUIPMENT
161537	07/11/2024	KANOPY LIBRARY STREAMING SERVICE	428.00	BOOKS & PERIODICALS
161544	07/11/2024	LIBRARY IDEAS, LLC VOX BOOKS	1,142.96	BOOKS & PERIODICALS
161556	07/11/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	889.98	OFFICE SUPPLIES
161575	07/11/2024	PRODUCT LLC FURNITURE PACKAGE DOCUMENTS	5,000.00	PROFESSIONAL SERVICES
161599	07/18/2024	AMAZON PAYMENTS PURCHASE FOR OTHER LIBRARY GRANTS	692.40	BOOKS & PERIODICALS
161605	07/18/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	530.27	OFFICE SUPPLIES
161607	07/18/2024	BECK'S ENGRAVING & RUBBER STAMPS NAME BADGE W/MAGNET	6.00	OFFICE SUPPLIES
161616	07/18/2024	CHARLES ROBERT BECK III TUNIING AND MOVING PIANO	180.00	PROFESSIONAL SERVICES
161638	07/18/2024	FAIRVIEW HEIGHTS PUBLIC LIBRARY LOST OR DAMAGED MATERIALS	17.99	LOST OR DAMAGED BOOKS

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 7/1/2024 to 7/31/2024

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
161641	07/18/2024	FORSYTH PUBLIC LIBRARY LOST OR DAMAGED MATERIALS	16.37	LOST OR DAMAGED BOOKS
161658	07/18/2024	KILEY KLEIN, LTD JUN'24 SERVICES	33.00	PROFESSIONAL SERVICES
161660	07/18/2024	KOREAN BUDDHIST GUMGANGKYUNGDOKSONFHW LATERN CLASS AND SUPPLY KITS	405.00	OTHER LIBRARY GRANT EXI
161676	07/18/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	10,842.33	OFFICE SUPPLIES
161685	07/18/2024	PAETEC ACCT 633318933001	42.38	TELEPHONE
161688	07/18/2024	PETERSBURG PULIC LIBRARY LOST OR DAMAGED MATERIALS	17.00	LOST OR DAMAGED BOOKS
161693	07/18/2024	SEN SOURCE HOSTING SERVICE FEE 09/30/24-09/30/25	648.00	COMPUTER SOFTWARE
161705	07/18/2024	TOLONO PUBLIC LIBRARY DISTRICT LOST OR DAMAGED MATERIALS	20.00	LOST OR DAMAGED BOOKS
161712	07/18/2024	UNIQUE MANAGEMENT SERVICES JUN'24 PLACEMENTS	374.30	PROFESSIONAL SERVICES
161719	07/18/2024	WATTS COPY SYSTEMS SERVICE OFFICE EQUIPMENT	282.10	SERV-OFFICE EQUIPMENT
161722	07/18/2024	WINDSOR STORM MEMORIAL PUBLIC LIBRARY LOST OR DAMAGED MATERIALS	18.00	LOST OR DAMAGED BOOKS
161732	07/25/2024	B & H PHOTO HPRC WATERPROOF HARD CASE	164.70	OFFICE SUPPLIES
161733	07/25/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	422.00	OFFICE SUPPLIES
161745	07/25/2024	COMMERCIAL MAIL SERVICES JULY 1 - JULY 15'24	233.93	POSTAGE
161756	07/25/2024	DECATUR CIVIC CENTER AUTHORITY SECURITY FOR LIBRARY	3,954.28	SECURITY
161778	07/25/2024	IHLS-OCLC FY25 SOLUS LIBRARY FY25 LIBRARY IQ FY2025 SHARE MEMBERSHIP FEE	61,335.36	MEMBERSHIP FEES
161792	07/25/2024	LIBRARICA LLC SUPOORT/UPDATES REINSTATE CASSIE	505.20	COMPUTER SOFTWARE

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 7/1/2024 to 7/31/2024

35 -- LIBRARY FUND

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
161810	07/25/2024	NORTH AMERICAN CATHOLIC ED PROGRAMMIND FC HOT SPOTS	600.00	SMALL CAPITAL ITEMS
161814	07/25/2024	PBC GURU LIBRARY SPEAKERS CONSORTIUM	3,500.00	OTHER LIBRARY GRANT EXI
161816	07/25/2024	PEERLESS NETWORK, INC ACCT 1212890	336.27	TELEPHONE
161824	07/25/2024	SCHOLASTIC LIBRARY PUBLISHING CHILDREN'S SRP	150.82	OTHER LIBRARY GRANT EXI
161846	07/25/2024	VERIZON WIRELESS ACCOUNT 980380645-00001	107.68	TELEPHONE
161847	07/25/2024	VITAL EDUCATION AND SUPPLY REPLACEMENT AED PADS & BATTERY	183.77	OFFICE SUPPLIES
161848	07/25/2024	W W GRAINGER, INC. REPLACEMENT AED PADS & BATTERY	366.48	OFFICE SUPPLIES
23006131	07/18/2024	REGIONS/CREDIT CARD ACCT 7213	1,178.57	COMPUTER SOFTWARE
23006163	07/25/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	1,692.24	OTHER LIBRARY GRANT EXI
Total for: 35			103,205.11	

59 -- LIBRARY TRUST FUNDS

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
161487	07/11/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,367.44	BOOKS & PERIODICALS
161605	07/18/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	241.12	BOOKS & PERIODICALS
161733	07/25/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,857.28	BOOKS & PERIODICALS
Total for: 59			3,465.84	
Total for All:			\$106,670.95	

JULY 2024 VENDOR REPORT

VENDOR NAME	AMOUNT
AMAZON PAYMENTS Total	\$692.40
B & H PHOTO Total	\$164.70
BAKER & TAYLOR CO Total	\$9,221.06
BECK'S ENGRAVING & RUBBER STAMPS Total	\$6.00
CANON FINANCIAL SERVICES, INC Total	\$817.50
CHARLES ROBERT BECK III Total	\$180.00
COMMERCIAL MAIL SERVICES Total	\$409.82
DECATUR CIVIC CENTER AUTHORITY Total	\$3,954.28
FAIRVIEW HEIGHTS PUBLIC LIBRARY Total	\$17.99
FORSYTH PUBLIC LIBRARY Total	\$16.37
IHLS-OCLC Total	\$61,335.36
JESSICA HILL CONSULTING LLC Total	\$1,692.24
KANOPY Total	\$428.00
KILEY KLEIN, LTD Total	\$33.00
KOREAN BUDDHIST GUMGANGKYUNGDOKSONFHWEH, INC Total	\$405.00
LIBRARICA LLC Total	\$505.20
LIBRARY IDEAS, LLC Total	\$1,142.96
MIDWEST TAPE, LLC Total	\$11,788.33
NORTH AMERICAN CATHOLIC ED PROGRAMMIND FOUNDATION, Total	\$600.00
PAETEC Total	\$42.38
PBC GURU Total	\$3,500.00
PEERLESS NETWORK, INC Total	\$336.27
PETERSBURG PULIC LIBRARY Total	\$17.00
PRAIRIE FIRE ENTERTAINMENT LLC Total	\$300.00
PRODUCT LLC Total	\$5,000.00
REGIONS/CREDIT CARD Total	\$1,178.57
SCHOLASTIC LIBRARY PUBLISHING Total	\$150.82
SEN SOURCE Total	\$648.00
SOCIETY OF AMERICAN ARCHIVISTS Total	\$250.00
STRIGLOS/HAINES & ESSICK Total	\$129.45
TOLONO PUBLIC LIBRARY DISTRICT Total	\$20.00
ULINE Total	\$355.92
UNIQUE MANAGEMENT SERVICES Total	\$374.30
VERIZON WIRELESS Total	\$107.68
VITAL EDUCATION AND SUPPLY Total	\$183.77
W W GRAINGER, INC. Total	\$366.48
WATTS COPY SYSTEMS Total	\$282.10
WINDSOR STORM MEMORIAL PUBLIC LIBRARY Total	\$18.00
Grand Total	\$106,670.95

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 8/1/2024 to 8/31/2024

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
161860	08/01/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	3,723.31	OFFICE SUPPLIES
161886	08/01/2024	IHLS-OCLC FY2025 FEES 7'24-6'25	7,253.56	MEMBERSHIP FEES
161906	08/01/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	3,768.48	OFFICE SUPPLIES
161918	08/01/2024	RAILS JUL'24 - JUM'25	1,375.00	MEMBERSHIP FEES
161920	08/01/2024	SCHNIEDERJAN, MEGAN CHILDRENS YOGA 07/29/24	100.00	OTHER LIBRARY GRANT EXI
161940	08/08/2024	AMAZON PAYMENTS PURCHASE FOR OTHER LIBRARY GRANTS	2,799.98	BOOKS & PERIODICALS
161946	08/08/2024	ARTHUR PUBLIC LIBRARY DISTRICT LOST OR DAMAGED MATERIAL	14.53	LOST OR DAMAGED BOOKS
161947	08/08/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,321.59	OFFICE SUPPLIES
161958	08/08/2024	CANON FINANCIAL SERVICES, INC SERVICE OFFICE EQUIPMENT COPIERS PRINTERS	739.44	SERV-OFFICE EQUIPMENT
161966	08/08/2024	COMMERCIAL MAIL SERVICES JULY 16 - JULY 31'24	191.23	POSTAGE
161979	08/08/2024	ENVISIONWARE, INC RFID TAGS ROUND/SQUARE	2,342.20	OFFICE SUPPLIES
162016	08/08/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	124.22	BOOKS & PERIODICALS
162061	08/08/2024	WATTS COPY SYSTEMS SERVICE OFFICE EQUIPMENT	814.39	SERV-OFFICE EQUIPMENT
162073	08/15/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	2,031.56	OFFICE SUPPLIES
162078	08/15/2024	BREWSTER, CONNIE K 07/09/24 PRESCHOOL ART SANDCASTLES 07/10/24 SCHOOL AGE ART TESSELLATIONS 08/06/24 PRESCHOOL ART BUGS&BUTTERFLYS 08/07/24 SCHOLL AGE ART / MARY BLAIR CASTLES	800.00	OTHER LIBRARY GRANT EXI
162139	08/15/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	20.39	OFFICE SUPPLIES

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 8/1/2024 to 8/31/2024

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
162150	08/15/2024	PAETEC ACCT 633318933001	53.02	TELEPHONE
162160	08/15/2024	PRODUCT LLC FURNITURE COORDINATION	4,000.00	PROFESSIONAL SERVICES
162187	08/15/2024	UNIQUE MANAGEMENT SERVICES JULY'24 PLACEMENTS	699.35	PROFESSIONAL SERVICES
162227	08/22/2024	CHAMBER OF COMMERCE FY24/25 MEMBERSHIP DUES	275.00	MEMBERSHIP FEES
162263	08/22/2024	HAPPYORNOT AMERICAS, INC SUBSCRIPTION SAAS AND HW SMILEY TOUCH	1,235.52	PROFESSIONAL SERVICES
162264	08/22/2024	HECKWINE, BETTI JO AUG'24 SERVICE RECOGNITION SNACK REIMBURSE	26.50	OTHER LIBRARY GRANT EXI
162278	08/22/2024	JONES & THOMAS PROFESSIONAL SERVICES - WEB	420.00	PROFESSIONAL SERVICES
162298	08/22/2024	NAYAX, LLC CASHLESS ONLY - TBS	19.44	BANKING SERVICE CHARGE
162307	08/22/2024	PEERLESS NETWORK, INC ACCT 1212890	337.22	TELEPHONE
162340	08/22/2024	VERIZON WIRELESS ACCOUNT 980380645-00001	107.68	TELEPHONE
162360	08/29/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,670.35	OFFICE SUPPLIES
162379	08/29/2024	COMMERCIAL MAIL SERVICES AUG 1 - AUG 15'24	192.27	POSTAGE
162385	08/29/2024	DECATUR CIVIC CENTER AUTHORITY SECURITY FOR LIBRARY	4,541.35	SECURITY
162390	08/29/2024	EMPATHY STUDIOS, LLC HOMELESS TRAININGS	539.00	CONFERENCES & TRAVEL
162399	08/29/2024	FRAZIER, ALIX REIMBURSEMENT FOR ADULT SRP GIFT CARD	50.00	OTHER LIBRARY GRANT EXI
162422	08/29/2024	KANOPY LIBRARY STREAMING SERVICE	387.00	BOOKS & PERIODICALS
162439	08/29/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	8,026.14	OFFICE SUPPLIES
162456	08/29/2024	SAM'S CLUB ACCT 9064	83.15	OTHER LIBRARY GRANT EXI

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 8/1/2024 to 8/31/2024

35 -- LIBRARY FUND

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
162495	08/29/2024	WATTS COPY SYSTEMS SERVICE OFFICE EQUIPMENT	125.40	SERV-OFFICE EQUIPMENT
23006170	08/08/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	1,769.16	OTHER LIBRARY GRANT EXI
23006182	08/15/2024	REGIONS/CREDIT CARD ACCT 7213	2,762.25	BOOKS & PERIODICALS
23006242	08/29/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	1,615.32	OTHER LIBRARY GRANT EXI
Total for: 35			56,355.00	

59 -- LIBRARY TRUST FUNDS

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
161860	08/01/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	253.99	BOOKS & PERIODICALS
161947	08/08/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	556.88	BOOKS & PERIODICALS
162068	08/15/2024	AFRICAN-AMERICAN CULTURAL & 2025 AACGS MEMBERSHIP	35.00	BOOK AND PERIODICALS
162073	08/15/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,752.36	BOOKS & PERIODICALS
162360	08/29/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,131.69	BOOKS & PERIODICALS
162402	08/29/2024	GAYLORD BROS. 8 MIL POLY ALBUM PAGES	60.79	ARCHIVAL SUPPLIES
Total for: 59			3,790.71	
Total for All:			\$60,145.71	

AUGUST 2024 VENDOR REPORT

VENDOR NAME	AMOUNT
AFRICAN-AMERICAN CULTURAL & Total	\$35.00
AMAZON PAYMENTS Total	\$2,799.98
ARTHUR PUBLIC LIBRARY DISTRICT Total	\$14.53
BAKER & TAYLOR CO Total	\$12,441.73
BREWSTER, CONNIE K Total	\$800.00
CANON FINANCIAL SERVICES, INC Total	\$739.44
CHAMBER OF COMMERCE Total	\$275.00
COMMERCIAL MAIL SERVICES Total	\$383.50
DECATUR CIVIC CENTER AUTHORITY Total	\$4,541.35
EMPATHY STUDIOS, LLC Total	\$539.00
ENVISIONWARE, INC Total	\$2,342.20
FRAZIER, ALIX Total	\$50.00
GAYLORD BROS. Total	\$60.79
HAPPYORNOT AMERICAS, INC Total	\$1,235.52
HECKWINE, BETTI JO Total	\$26.50
IHLS-OCLC Total	\$7,253.56
JESSICA HILL CONSULTING LLC Total	\$3,384.48
JONES & THOMAS Total	\$420.00
KANOPY Total	\$387.00
MIDWEST TAPE, LLC Total	\$11,939.23
NAYAX, LLC Total	\$19.44
PAETEC Total	\$53.02
PEERLESS NETWORK, INC Total	\$337.22
PRODUCT LLC Total	\$4,000.00
RAILS Total	\$1,375.00
REGIONS/CREDIT CARD Total	\$2,762.25
SAM'S CLUB Total	\$83.15
SCHNIEDERJAN, MEGAN Total	\$100.00
UNIQUE MANAGEMENT SERVICES Total	\$699.35
VERIZON WIRELESS Total	\$107.68
WATTS COPY SYSTEMS Total	\$939.79
Grand Total	\$60,145.71

DPL FY 2024 Budget Report

Revised: July 1, 2024

At the end of June 50% of the Year Has Passed

Revenue

	FY 2024 Budgeted	% of Budget	Actual YTD	% Collected	FY23 YTD	% Change
Property Taxes	\$ 3,122,000	64.5%	\$ 1,734,497.03	55.6%	\$ 1,690,558.85	2.6%
All Other	\$ 1,719,716	35.5%	\$ 1,027,972.48	59.8%	\$ 1,327,650.54	-22.6%
Total Revenue	\$ 4,841,716		\$ 2,762,469.51	57.1%	\$ 3,018,209.39	-8.5%

Expense	FY 2024 Budgeted	% of Budget	Actual YTD	% Expended	FY23 YTD	% Change
Personnel						
Payroll	\$ 1,770,819		\$ 1,199,474.61	67.7%	\$ 1,144,284.35	4.8%
Benefits	\$ 978,733		\$ 637,629.30	65.1%	\$ 557,541.96	14.4%
	\$ 2,749,552	58.0%	\$ 1,837,103.91	66.8%	\$ 1,701,826.31	7.9%

Library Materials

Books, Periodicals, etc.	\$ 245,000		\$ 65,990.89	26.9%	\$ 170,716.70	-61.3%
Per Capita	\$ 104,020		\$ 104,352.94	100.3%	\$ 53,478.60	95.1%
Lost/Damage	\$ 1,600		\$ 525.40	32.8%	\$ 790.94	-34%
Total Materials	\$ 350,620	9.3%	\$ 170,869.23	48.7%	\$ 224,986.24	-24.1%

Professional Services

Security	\$ 45,000.00		\$ 36,014.00	80.0%	\$ 16,687.93	115.8%
Professional Services	\$ 70,000		\$ 46,283.30	66.1%	\$ 78,415.24	-41.0%
Temp Agency	\$ 2,500		\$ -	0.0%	\$ 2,037.90	-1
Bank Service Charges	\$ 250		\$ 152.80	61.1%	\$ 179.27	-15%
Total	\$ 117,750	3.1%	\$ 82,450.10	70.0%	\$ 80,632.41	2.3%

Allocations

Administrative Fee	\$	147,732		\$	98,488.00	66.7%	\$	100,640.00	-2.1%
MIS	\$	16,337		\$	10,888.00	66.6%	\$	26,424.00	-58.8%
	\$	164,069	4.3%	\$	109,376.00	66.7%	\$	127,064.00	-13.9%

Grants

Other grants	\$	300,000		\$	51,121.76	17.0%	\$	65,341.01	-21.8%
	\$	300,000	7.9%	\$	51,121.76	17.0%	\$	65,341.01	-21.8%

Advertising	\$	900	0.02%	\$	523.38	58.2%	\$	-	#DIV/0!
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Office Supplies/Maintenance

Printing/Binding	\$	-		\$	-	#DIV/0!	\$	-	#DIV/0!
Postage	\$	4,500		\$	3,584.28	79.7%	\$	2,078.24	72.5%
Service to Office Equipment	\$	22,000		\$	19,214.04	87.3%	\$	18,323.15	4.9%
Telephone	\$	16,000		\$	4,355.12	27.2%	\$	5,859.49	-25.7%
Software	\$	45,000		\$	45,388.99	100.9%	\$	19,685.05	130.6%
Office Supplies	\$	36,000		\$	16,963.24	47.1%	\$	19,379.80	-12.5%
Small Capital	\$	152,000		\$	39,005.46	25.7%	\$	56,536.22	-31.0%
	\$	275,500	7.3%	\$	128,511.13	46.6%	\$	121,861.95	5.5%

Staff Development

Conferences/Training/Travel	\$	13,000		\$	14,360.50	110.5%	\$	8,882.57	61.7%
Tuition Reimbursement	\$	10,000		\$	-	0.0%	\$	-	#DIV/0!
Membership	\$	73,000		\$	73,228.85	100.3%	\$	59,567.22	22.9%
	\$	96,000	2.5%	\$	87,589.35	91.2%	\$	68,449.79	28.0%

Insurance

Unemployment	\$	1,128		\$	752.00	66.7%	\$	720.00	4.4%
Risk Management	\$	93,612		\$	62,408.00	66.7%	\$	63,400.00	-1.6%
	\$	94,740	2.5%	\$	63,160.00	66.7%	\$	64,120.00	-1.5%

Building Costs

Transfer to Capital	\$ -	\$ -	\$ -	#DIV/0!
Rent	\$ 589,583	\$ 392,920.00	66.6%	\$ 392,920.00 0.0%
Supplies	\$ 1,000	\$ 88.06	8.8%	\$ 109.62 -19.7%
Maintenance	\$ -	\$ -	#DIV/0!	\$ 1,845.00 -100.0%
Total Building	\$ 590,583	15.6%	\$ 393,008.06	\$ 394,874.62 -0.5%
Total Operations/Services	\$ 1,990,162	52.6%	\$ 1,086,609.01	54.6% \$ 1,147,330.02 -5.3%
Total Expenses	\$ 4,739,714	\$ 2,923,712.92	61.7%	\$ 2,849,156.33 2.6%
Revenue Minus Expense	\$ 102,002	\$ (161,243.41)		\$ 169,053.06 -195.4%

Operating fund

Date	Beginning	Revenue	Expense	Balance Sheet Activ Equals
1/1/2023	1,794,636.63	\$ 155,732.58	\$ 284,964.15	\$ - \$ 1,665,405.06
2/1/2023	\$ 1,665,405.06	\$ 49,831.17	\$ 485,840.97	\$ - \$ 1,229,395.26
3/1/2023	\$ 1,229,395.26	\$ 109,763.73	\$ 339,891.84	\$ - \$ 999,267.15
4/1/2023	\$ 999,267.15	\$ 97,993.77	\$ 341,221.82	\$ - \$ 756,039.10
5/1/2023	\$ 756,039.10	\$ 178,519.94	\$ 337,877.75	\$ - \$ 596,681.29
6/1/2023	\$ 596,681.29	\$ 170,639.31	\$ 326,745.32	\$ - \$ 440,575.28
7/1/2023	\$ 440,575.28	\$ 1,833,662.72	\$ 376,820.47	\$ - \$ 1,897,417.53
8/1/2023	\$ 1,897,417.53	\$ 166,326.29	\$ 430,350.60	\$ - \$ 1,633,393.22
9/1/2023	\$ 1,633,393.22			
10/1/2023	\$ -			
11/1/2023	\$ -			
12/1/2023	\$ -			
1/1/2024	\$ -			

Capital Fund

Revenue Expected:

Expense Expected:

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2023	\$ 869,827.03	\$ 1,884.88	\$ -	\$ 871,711.91
2/1/2023	\$ 871,711.91	\$ 916.18	\$ 54,230.00	\$ 818,398.09
3/1/2023	\$ 818,398.09	\$ 1,696.75	\$ 3,000.00	\$ 817,094.84

4/1/2023	\$	817,094.84	\$	958.05	\$	958.05	\$	817,094.84
5/1/2023	\$	817,094.84	\$	1,593.09	\$	1,922.00	\$	816,765.93
6/1/2023	\$	816,765.93	\$	3,199.53	\$	63,844.84	\$	756,120.62
7/1/2023	\$	756,120.62	\$	968.00	\$	359,416.41	\$	397,672.21
8/1/2023	\$	397,672.21	\$	1,383.80	\$	1,300.00	\$	397,756.01
9/1/2023	\$	397,756.01						
10/1/2023	\$	-						
11/1/2023	\$	-						
12/1/2023	\$	-						
1/1/2024	\$	-						

Trust Accounts

Cantoni

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2023	\$ 26,576.99	\$ 18.14	\$ -	\$ 26,595.13
2/1/2023	\$ 26,595.13	\$ 6.03	\$ 1,743.20	\$ 24,857.96
3/1/2023	\$ 24,857.96	\$ 19.11	\$ 101.93	\$ 24,775.14
4/1/2023	\$ 24,775.14	\$ 14.96	\$ 1,178.76	\$ 23,611.34
5/1/2023	\$ 23,611.34	\$ 13.35	\$ 2,695.91	\$ 20,928.78
6/1/2023	\$ 20,928.78	\$ 10.63	\$ 2,185.28	\$ 18,754.13
7/1/2023	\$ 18,754.13	\$ 11.34	\$ 3,218.49	\$ 15,546.98
8/1/2023	\$ 15,546.98	\$ 8.06	\$ 3,544.82	\$ 12,010.22
9/1/2023	\$ 12,010.22			
10/1/2023	\$ -			
11/1/2023	\$ -			
12/1/2023	\$ -			
1/1/2024	\$ -			

Meyer

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2023	\$ 39,889.25	\$ 27.22	\$ -	\$ 39,916.47
2/1/2023	\$ 39,916.47	\$ 9.36	\$ 30.00	\$ 39,895.83
3/1/2023	\$ 39,895.83	\$ 30.73	\$ -	\$ 39,926.56
4/1/2023	\$ 39,926.56	\$ 24.35	\$ 1,124.72	\$ 38,826.19
5/1/2023	\$ 38,826.19	\$ 21.98	\$ 4,366.51	\$ 34,481.66
6/1/2023	\$ 34,481.66	\$ 18.47	\$ 28.00	\$ 34,472.13

7/1/2023	\$	34,472.13	\$	22.91	\$	-	\$	34,495.04
8/1/2023	\$	34,495.04	\$	20.38	\$	95.79	\$	34,419.63
9/1/2023	\$	34,419.63						
10/1/2023	\$	-						
11/1/2023	\$	-						
12/1/2023	\$	-						
1/1/2024	\$	-						

Memorials/Donations

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2023	\$ 2,441.75	\$ 101.70	\$ -	\$ 2,543.45
2/1/2023	\$ 2,543.45	\$ 4,714.18	\$ 57.39	\$ 7,200.24
3/1/2023	\$ 7,200.24	\$ 330.63	\$ 98.76	\$ 7,432.11
4/1/2023	\$ 7,432.11	\$ 1,044.91	\$ 19.00	\$ 8,458.02
5/1/2023	\$ 8,458.02	\$ 755.29	\$ 36.45	\$ 9,176.86
6/1/2023	\$ 9,176.86	\$ 104.93	\$ 53.62	\$ 9,228.17
7/1/2023	\$ 9,228.17	\$ 106.13	\$ 247.35	\$ 9,086.95
8/1/2023	\$ 9,086.95	\$ 55.43	\$ 167.65	\$ 8,974.73
9/1/2023	\$ 8,974.73			
10/1/2023	\$ -			
11/1/2023	\$ -			
12/1/2023	\$ -			
1/1/2024	\$ -			

Total	Beginning	Plus Received	Minus Expense	Balance Sheet activit Ending
1/1/2023	\$ 2,733,371.65	\$ 157,764.52	\$ 284,964.15	\$ - \$ 2,606,172.02
2/1/2023	\$ 2,606,172.02	\$ 55,476.92	\$ 541,901.56	\$ - \$ 2,119,747.38
3/1/2023	\$ 2,119,747.38	\$ 111,840.95	\$ 343,092.53	\$ - \$ 1,888,495.80
4/1/2023	\$ 1,888,495.80	\$ 100,036.04	\$ 344,502.35	\$ - \$ 1,644,029.49
5/1/2023	\$ 1,644,029.49	\$ 180,903.65	\$ 346,898.62	\$ - \$ 1,478,034.52
6/1/2023	\$ 1,478,034.52	\$ 173,972.87	\$ 392,857.06	\$ - \$ 1,259,150.33
7/1/2023	\$ 1,259,150.33	\$ 1,834,771.10	\$ 739,702.72	\$ - \$ 2,354,218.71
8/1/2023	\$ 2,354,218.71	\$ 167,793.96	\$ 435,458.86	\$ - \$ 2,086,553.81
9/1/2023	\$ 2,086,553.81	\$ -	\$ -	\$ -
10/1/2023	\$ -	\$ -	\$ -	\$ -
11/1/2023	\$ -	\$ -	\$ -	\$ -

12/1/2023 \$	-	\$	-	\$	-	\$	-
1/1/2024 \$	-						

Library Operating Revenue

Fund	Budgeted	Projected	Difference
Real Estate Taxes	\$ 3,122,000	\$ 3,028,786	\$ (93,214)
PPRT	\$ 740,000	\$ 546,184	\$ (193,816)
State Grants or other	\$ 104,020	\$ 131,520	\$ 27,500
Other Grants	\$ 300,000	\$ 61,825	\$ (238,175)
PILOT	\$ 540,096	\$ 540,096	\$ -
Fines	\$ 6,500	\$ 5,705	\$ (795)
Non-Resident Fee	\$ 100	\$ 183	\$ 83
Lost or Damaged Items	\$ 5,000	\$ 5,574	\$ 574
Copies/Miscellaneous	\$ 12,500	\$ 13,911	\$ 1,411
Meeting Room Fees	\$ 3,500	\$ 4,080	\$ 580
Interest Income	\$ 5,000	\$ 14,669	\$ 9,669
Investment Income	\$ 3,000	\$ 24,928	\$ 21,928
Sale of Property	\$ -	\$ -	\$ -
Sublease	\$ -	\$ -	\$ -
Miscellaneous Income	\$ -	\$ -	\$ -
Reimbursement of Expenses	\$ -	\$ 836	
Totals	\$ 4,841,716	\$ 4,378,298	\$ (463,418)

Expenditures

Fund	Budgeted	Projected	Difference
Salaries	\$ 1,770,819	\$ 1,734,525	\$ 36,294
Overtime	\$ -	\$ -	\$ -
IMRF	\$ 117,648	\$ 111,311	\$ 6,337
FICA/Medicare	\$ 136,572	\$ 129,309	\$ 7,263
Life insurance	\$ 3,283	\$ 2,713	\$ 570
Medical insurance	\$ 706,800	\$ 664,766	\$ 42,034
Service recognition	\$ 14,430	\$ 14,430	\$ -
Total Personnel	\$ 2,749,552	\$ 2,657,054	\$ 92,498
Fund	Budgeted		
Unemployment insurance	\$ 1,128	\$ 1,128	\$ -
Advertising	\$ 900	\$ 785	\$ 115
Printing/binding	\$ -	\$ -	\$ -
Service to maintain Building	\$ -	\$ -	\$ -
Service to Office Equipment	\$ 22,000	\$ 26,815	\$ (4,815)
IT Services	\$ 16,337	\$ 16,337	\$ -
Telephone/Internet	\$ 16,000	\$ 6,050	\$ 9,950
Banking Service Charges	\$ 250	\$ 190	\$ 60
Conferences/Travel/Continuing Ed	\$ 13,000	\$ 25,203	\$ (12,203)
General Fund	\$ 147,732	\$ 147,732	\$ -
Postage	\$ 4,500	\$ 6,647	\$ (2,147)
Security	\$ 45,000	\$ 45,000	\$ -
Computer Software	\$ 45,000	\$ 80,035	\$ (35,035)

Temp Agency Services	\$ 2,500	\$ -	\$ 2,500
Tuition Reimbursement	\$ 10,000	\$ -	\$ 10,000
Professional Services	\$ 70,000	\$ 70,398	\$ (398)
Membership Fees	\$ 73,000	\$ 75,904	\$ (2,904)
Rental Equipment	\$ -	\$ -	
Materials for Buildings	\$ 1,000	\$ -	\$ 1,000
Per Capita Grant	\$ 104,020	\$ 104,020	\$ -
Other Grant	\$ 300,000	\$ 95,710	\$ 204,290
Office Supplies	\$ 36,000	\$ 29,852	\$ 6,148
Risk Management	\$ 93,612	\$ 93,612	\$ -
Small Capital	\$ 152,000	\$ 86,750	\$ 65,250
Rent	\$ 589,583	\$ 589,583	\$ -
Books & Other Materials	\$ 245,000	\$ 245,000	\$ -
Lost or Damaged	\$ 1,600	\$ 948	\$ 652
Transfer to Capital Fund	\$ -	\$ -	\$ -
Total operating	\$ 1,990,162	\$ 1,747,698	\$ 242,464
Total expense	\$ 4,739,714	\$ 4,404,752	\$ 334,962
Surplus (deficit)	\$ 102,002.00	\$ (26,454)	