



DECATUR PUBLIC LIBRARY

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**Board of Trustees
FINANCE AND PROPERTIES COMMITTEE
Meeting AGENDA
Wednesday, November 13, 2024
4:30 p.m.
Board Room**

- I. Call to Order** – Karl Coleman
- II. Consent Agenda** (Approval of Agenda; Approval of October 16, 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. Other
- VI. New Business**
 - A. October 2024 Check Registers & Vendor Reports (Action)
 - B. October 2024 Budget Actuals (Discussion)
 - C. 2024 Budget Projection (Discussion)
 - D. FY2025 Budget Amendment (Discussion)
 - E. Other
- VII. Adjournment**

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance and Properties
Minutes

Date: October 16, 2024

Time: 4:30 p.m.

Location: Board Room

Present:

Emily West

Sofia Xethalis

Blake Allison

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

Absent:

Karl Coleman

Samantha Carroll

Guests: None

Call to Order:

Ms. Xethalis called the meeting to order at 4:35pm.

Consent Agenda

Ms. West 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 roof is finished, although there is some additional canopy work which should be done by Friday. some roof drains will be replaced also. Most of the retaining wall is finished. There will be some plumbing done in the clinic in November.

Furniture Project Update (Discussion) The project is scheduled from Dec. 2 – 19, 2024. Mr. Meyer will check in with the City to see if they will replace the carpet upstairs in the Children's area also.

Other (Discussion) Mr. Meyer discussed the City Tax Levy documents and talking points.

New Business

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

September 2024 Budget Actuals (Discussion) Mr. Meyer presented the current budget detail.

2024 Budget Projection (Discussion) Mr. Meyer presented the projected budget detail.

FY 2025 Budget Approval (Action) Mr. Allison made a motion to approve the 2025 Budget and present it to the full Board, seconded by Ms. West. Ms. Xethalis requested a roll call vote. Ms. Xethalis yes, Ms. West yes, Mr. Allison, yes. All in favor. The motion was adopted.

Adjournment

Ms. West made a motion to adjourn at 5:18pm, seconded by Mr. Allison. All in favor. The motion was adopted.

Scribe, Michelle Whitehead, Executive Administrative Assistant

Final 10/16/2024

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER
For invoices from -- 10/1/2024 to 10/31/2024**

35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
163131	10/03/2024	EYTCHISON, KATIE REIMBURSEMENT FOR KRAFT THINGS EXPENSES	602.24	OTHER LIBRARY GRANT EXI
163140	10/03/2024	HAYNER PUBLIC LIBRARY DIST. LOST OR DAMAGED MATERIAL	17.99	LOST OR DAMAGED BOOKS
163165	10/03/2024	MAVERIK MARKETING READICULOUS TSHIRTS	252.00	OTHER LIBRARY GRANT EXI
163181	10/03/2024	SAM'S CLUB ACCT 9064	126.69	OTHER LIBRARY GRANT EXI
163182	10/03/2024	SCHNIEDERJAN, MEGAN CHILCRENS YOGO CLASS 09/21/24	100.00	OTHER LIBRARY GRANT EXI
163206	10/03/2024	VERIZON WIRELESS ACCOUNT 980380645-00001	107.76	TELEPHONE
163234	10/10/2024	CANON FINANCIAL SERVICES, INC SERVICE OFFICE EQUIPMENT COPIERS PRINTERS	739.44	SERV-OFFICE EQUIPMENT
163243	10/10/2024	COMMERCIAL MAIL SERVICES SEPT 15 - SEPT 28'24	266.52	POSTAGE
163283	10/10/2024	ICE WARP, INC. RENEWAL UPGRADE	794.00	COMPUTER SOFTWARE
163301	10/10/2024	MIDLAND PAPER COMPANY PALLET OF 24-LB COPY PAPER	2,348.00	OFFICE SUPPLIES
163368	10/17/2024	AMAZON PAYMENTS PURCHASE FOR OTHER LIBRARY GRANTS	768.62	BOOKS & PERIODICALS
163373	10/17/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,787.61	OFFICE SUPPLIES
163374	10/17/2024	BARISTA, DAVID COCHINEAL STEAM 2 WORKSHOP 2	200.00	OTHER LIBRARY GRANT EXI
163383	10/17/2024	BREWSTER, CONNIE K PRE-SCHOOL ART 9/10&10/08'24	300.00	OTHER LIBRARY GRANT EXI
163386	10/17/2024	CDW GOVERNMENT INC OFFICE SUPPLIES AND COMPUTER HARDWARE	108.00	SMALL CAPITAL ITEMS
163418	10/17/2024	HECKWINE, BETTI JO OCT SERV REG/POTATO BAR	34.09	OTHER LIBRARY GRANT EXI
163422	10/17/2024	ICE WARP, INC. MAILSTORE RENEWAL UPGRADE	1,592.06	COMPUTER SOFTWARE
163423	10/17/2024	IHLS-OCLC IFM ADMIN FEES AUG'24	32.52	MEMBERSHIP FEES

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Check #	Check Date	Vendor	Check Amt	Account Description
163426	10/17/2024	ILLINOIS LIBRARY ASSOCIATION IL LIBRARY LAWS/RULES SERVING OUR PUBLIC 4.0	150.00	MEMBERSHIP FEES
163435	10/17/2024	KANOPY LIBRARY STREAMING SERVICE	404.00	BOOKS & PERIODICALS
163449	10/17/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	7,953.01	OFFICE SUPPLIES
163450	10/17/2024	MIRANDA ZERBST CUSTOM BOOKMARKS	110.00	OTHER LIBRARY GRANT EXI
163458	10/17/2024	NORTH AMERICAN CATHOLIC ED PROGRAMMIND FC HOT SPOTS	480.00	SMALL CAPITAL ITEMS
163459	10/17/2024	PAETEC ACCT 633318933001	56.03	TELEPHONE
163475	10/17/2024	STRIGLOS/HAINES & ESSICK CALENDARS	470.16	OFFICE SUPPLIES
163486	10/17/2024	UNIQUE MANAGEMENT SERVICES SEPT'24 PLACEMENTS	462.95	PROFESSIONAL SERVICES
163497	10/17/2024	YOUNG, AMANDA REIMBURSEMENT FOR PROGRAM PURCHASE	4.48	OTHER LIBRARY GRANT EXI
163511	10/24/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	969.82	OFFICE SUPPLIES
163519	10/24/2024	CARLINVILLE PUBLIC LIBRARY LOST OR DAMAGED MATERIALS	22.95	LOST OR DAMAGED BOOKS
163520	10/24/2024	CDW GOVERNMENT INC OFFICE SUPPLIES AND COMPUTER HARDWARE	272.19	OFFICE SUPPLIES
163524	10/24/2024	COMMERCIAL MAIL SERVICES OCT 1 - OCT 15'24	365.01	POSTAGE
163530	10/24/2024	DECATUR CIVIC CENTER AUTHORITY SECURITY FOR LIBRARY	4,204.40	SECURITY
163533	10/24/2024	DEMCO INC OTHER LIBRARY GRANT EXPENSE	881.49	OFFICE SUPPLIES
163550	10/24/2024	HENKEL, ALISSA TRAVEL REIMBURSEMENT 2024 ILA CONFERENCE	103.49	CONFERENCES & TRAVEL
163575	10/24/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	490.75	OFFICE SUPPLIES
163580	10/24/2024	NAYAX, LLC CASHLESS ONLY TBS	19.44	BANKING SERVICE CHARGE

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35 -- LIBRARY FUND

Check #	Check Date	Vendor	Check Amt	Account Description
163584	10/24/2024	PEERLESS NETWORK, INC ACCT 1212890	290.84	TELEPHONE
163592	10/24/2024	SCHNIEDERJAN, MEGAN CHILDRENS YOGO 9/21/24	100.00	OTHER LIBRARY GRANT EXI
163593	10/24/2024	SCOTT CLANIN BRAND SERVICE TRAINING PROJECT 2024	2,235.00	PROFESSIONAL SERVICES
163595	10/24/2024	SIX MILE REGIONAL LIBRARY DISTRICT LOST OR DAMAGED MATERIALS	39.99	LOST OR DAMAGED BOOKS
163605	10/24/2024	TODAY'S BUSINESS SOLUTIONS CENTRALIZED DATABASE/SCANEZ TABLET/ONSITE I	26,461.75	PROFESSIONAL SERVICES
163615	10/24/2024	VERIZON WIRELESS ACCOUNT 980380645-00001	377.41	TELEPHONE
163623	10/24/2024	YOUNG, AMANDA REIMBURSEMENT FOR PROGRAM COSTS TRAVEL REIMBURSEMENT FROM 10/10/24	216.93	OTHER LIBRARY GRANT EXI
163638	10/31/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	2,331.59	OFFICE SUPPLIES
163706	10/31/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	1,666.96	OFFICE SUPPLIES
163732	10/31/2024	STRIGLOS/HAINES & ESSICK STENO PADS	18.40	OFFICE SUPPLIES
30003629	10/30/2024	DELL INC. OPTOPLEX ALL IN ONE	24,366.99	SMALL CAPITAL ITEMS
30003633	10/30/2024	DELL INC. HDMI ADAPTER CABLE	21.99	SMALL CAPITAL ITEMS
23006323	10/10/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	1,846.08	OTHER LIBRARY GRANT EXI
23006363	10/17/2024	REGIONS/CREDIT CARD ACCT 7213	2,586.87	PER CAPITA GRANT EXPENSE
23006371	10/24/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	1,615.32	OTHER LIBRARY GRANT EXI
23006373	10/24/2024	JONES & THOMAS PROFESSIONAL SERVICES - WEB	574.00	PROFESSIONAL SERVICES

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<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
23006374	10/24/2024	JONES & THOMAS PROFESSIONAL SERVICES - WEB	420.00	PROFESSIONAL SERVICES
Total for: 35			92,767.83	

59 -- LIBRARY TRUST FUNDS

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
163179	10/03/2024	ROCKFORD MAP PUBLISHERS, INC. LOGAN CO PLAT BOOK	74.70	BOOK AND PERIODICALS
163373	10/17/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	762.95	BOOKS & PERIODICALS
163511	10/24/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,089.14	BOOKS & PERIODICALS
163638	10/31/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	96.19	BOOKS & PERIODICALS
Total for: 59			2,022.98	
Total for All:			\$94,790.81	

VENDOR NAME	AMOUNT
AMAZON PAYMENTS Total	\$768.62
BAKER & TAYLOR CO Total	\$7,037.30
BARISTA, DAVID Total	\$200.00
BREWSTER, CONNIE K Total	\$300.00
CANON FINANCIAL SERVICES, INC Total	\$739.44
CARLINVILLE PUBLIC LIBRARY Total	\$22.95
CDW GOVERNMENT INC Total	\$380.19
COMMERCIAL MAIL SERVICES Total	\$631.53
DECATUR CIVIC CENTER AUTHORITY Total	\$4,204.40
DELL INC. Total	\$24,388.98
DEMCO INC Total	\$881.49
EYTCHEISON, KATIE Total	\$602.24
HAYNER PUBLIC LIBRARY DIST. Total	\$17.99
HECKWINE, BETTI JO Total	\$34.09
HENKEL, ALISSA Total	\$103.49
ICE WARP, INC. Total	\$2,386.06
IHLS-OCLC Total	\$32.52
ILLINOIS LIBRARY ASSOCIATION Total	\$150.00
JESSICA HILL CONSULTING LLC Total	\$3,461.40
JONES & THOMAS Total	\$994.00
KANOPY Total	\$404.00
MAVERIK MARKETING Total	\$252.00
MIDLAND PAPER COMPANY Total	\$2,348.00
MIDWEST TAPE, LLC Total	\$10,110.72
MIRANDA ZERBST Total	\$110.00
NAYAX, LLC Total	\$19.44
NORTH AMERICAN CATHOLIC ED PROGRAMMIND FOU	\$480.00
PAETEC Total	\$56.03
PEERLESS NETWORK, INC Total	\$290.84
REGIONS/CREDIT CARD Total	\$2,586.87
ROCKFORD MAP PUBLISHERS, INC. Total	\$74.70
SAM'S CLUB Total	\$126.69
SCHNIEDERJAN, MEGAN Total	\$200.00
SCOTT CLANIN Total	\$2,235.00
SIX MILE REGIONAL LIBRARY DISTRICT Total	\$39.99
STRIGLOS/HAINES & ESSICK Total	\$488.56
TODAY'S BUSINESS SOLUTIONS Total	\$26,461.75
UNIQUE MANAGEMENT SERVICES Total	\$462.95
VERIZON WIRELESS Total	\$485.17
YOUNG, AMANDA Total	\$221.41
Grand Total	\$94,790.81

DPL FY 2024 Budget Report

Prepared November 7, 2024

At the end of October 83% of the Year Has Passed

Revenue

	FY 2024 Budgeted	% of Budget	Actual YTD	% Collected	FY23 YTD	% Change
Property Taxes	\$ 3,122,000	64.5%	\$ 2,922,157.58	93.6%	\$ 2,801,369.20	4.3%
All Other	\$ 1,719,716	35.5%	\$ 1,216,518.30	70.7%	\$ 1,573,782.56	-22.7%
Total Revenue	\$ 4,841,716		\$ 4,138,675.88	85.5%	\$ 4,375,151.76	-5.4%

Expense	FY 2024 Budgeted	% of Budget	Actual YTD	% Expended	FY23 YTD	% Change
Personnel						
Payroll	\$ 1,770,819		\$ 1,472,833.61	83.2%	\$ 1,404,887.36	4.8%
Benefits	\$ 978,733		\$ 782,884.04	80.0%	\$ 686,897.89	14.0%
	\$ 2,749,552	58.0%	\$ 2,255,717.65	82.0%	\$ 2,091,785.25	7.8%

Library Materials

Books, Periodicals, etc.	\$ 245,000		\$ 125,812.82	51.4%	\$ 237,207.99	-47.0%
Per Capita	\$ 104,020		\$ 107,605.70	103.4%	\$ 68,158.83	57.9%
Lost/Damage	\$ 1,600		\$ 913.76	57.1%	\$ 1,231.40	-26%
Total Materials	\$ 350,620	9.3%	\$ 234,332.28	66.8%	\$ 306,598.22	-23.6%

Professional Services

Security	\$ 45,000.00		\$ 44,548.15	99.0%	\$ 21,010.50	112.0%
Professional Services	\$ 70,000		\$ 54,086.05	77.3%	\$ 113,847.58	-52.5%
Temp Agency	\$ 2,500		\$ -	0.0%	\$ 2,077.90	-1
Bank Service Charges	\$ 250		\$ 214.29	85.7%	\$ 201.69	6%
Total	\$ 117,750	3.1%	\$ 98,848.49	83.9%	\$ 116,127.17	-14.9%

Allocations

Administrative Fee	\$	147,732		\$	123,110.00	83.3%	\$	125,800.00	-2.1%
MIS	\$	16,337		\$	13,610.00	83.3%	\$	33,030.00	-58.8%
	\$	164,069	4.3%	\$	136,720.00	83.3%	\$	158,830.00	-13.9%

Grants

Other grants	\$	300,000		\$	88,634.27	29.5%	\$	79,301.20	11.8%
	\$	300,000	7.9%	\$	88,634.27	29.5%	\$	79,301.20	11.8%

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		\$	4,754.37	105.7%	\$	2,941.63	61.6%
Service to Office Equipment	\$	22,000		\$	20,692.92	94.1%	\$	23,608.96	-12.4%
Telephone	\$	16,000		\$	5,643.99	35.3%	\$	6,996.68	-19.3%
Software	\$	45,000		\$	59,181.19	131.5%	\$	35,563.61	66.4%
Office Supplies	\$	36,000		\$	23,381.97	64.9%	\$	26,422.41	-11.5%
Small Capital	\$	152,000		\$	81,916.52	53.9%	\$	77,790.56	5.3%
	\$	275,500	7.3%	\$	195,570.96	71.0%	\$	173,323.85	12.8%

Staff Development

Conferences/Training/Travel	\$	13,000		\$	16,554.15	127.3%	\$	11,481.97	44.2%
Tuition Reimbursement	\$	10,000		\$	-	0.0%	\$	-	#DIV/0!
Membership	\$	73,000		\$	73,868.37	101.2%	\$	60,368.22	22.4%
	\$	96,000	2.5%	\$	90,422.52	94.2%	\$	71,850.19	25.8%

Insurance

Unemployment	\$	1,128		\$	940.00	83.3%	\$	900.00	4.4%
Risk Management	\$	93,612		\$	78,010.00	83.3%	\$	79,250.00	-1.6%
	\$	94,740	2.5%	\$	78,950.00	83.3%	\$	80,150.00	-1.5%

Building Costs

Transfer to Capital	\$ -	\$ -	\$ -	#DIV/0!
Rent	\$ 589,583	\$ 491,150.00	83.3%	\$ 491,150.00 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%	\$ 491,238.06	\$ 493,104.62 -0.4%
Total Operations/Services	\$ 1,990,162	52.6%	\$ 1,415,239.96	71.1% \$ 1,479,285.25 -4.3%
Total Expenses	\$ 4,739,714	\$ 3,670,957.61	77.5%	\$ 3,571,070.50 2.8%
Revenue Minus Expense	\$ 102,002	\$ 467,718.27	\$ 804,081.26	-41.8%

Operating fund

Date	Beginning	Revenue	Expense	Balance Sheet	Activ	Equals
1/1/2024	1,794,636.63	\$ 155,732.58	\$ 284,964.15	\$ -	\$	1,665,405.06
2/1/2024	\$ 1,665,405.06	\$ 49,831.17	\$ 485,840.97	\$ -	\$	1,229,395.26
3/1/2024	\$ 1,229,395.26	\$ 109,763.73	\$ 339,891.84	\$ -	\$	999,267.15
4/1/2024	\$ 999,267.15	\$ 97,993.77	\$ 341,221.82	\$ -	\$	756,039.10
5/1/2024	\$ 756,039.10	\$ 178,519.94	\$ 337,877.75	\$ -	\$	596,681.29
6/1/2024	\$ 596,681.29	\$ 170,639.31	\$ 326,745.32	\$ -	\$	440,575.28
7/1/2024	\$ 440,575.28	\$ 1,833,662.72	\$ 376,820.47	\$ -	\$	1,897,417.53
8/1/2024	\$ 1,897,417.53	\$ 166,326.29	\$ 430,350.60	\$ -	\$	1,633,393.22
9/1/2024	\$ 1,633,393.22	\$ 410,845.15	\$ 373,447.75	\$ -	\$	1,670,790.62
10/1/2024	\$ 1,670,790.62	\$ 965,361.22	\$ 373,796.94	\$ -	\$	2,262,354.90
11/1/2024	\$ 2,262,354.90					
12/1/2024	\$ -					
1/1/2025	\$ -					

Capital Fund

Revenue Expected:

Expense Expected:

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2024	\$ 869,827.03	\$ 1,884.88	\$ -	\$ 871,711.91
2/1/2024	\$ 871,711.91	\$ 916.18	\$ 54,230.00	\$ 818,398.09
3/1/2024	\$ 818,398.09	\$ 1,696.75	\$ 3,000.00	\$ 817,094.84

4/1/2024	\$	817,094.84	\$	958.05	\$	958.05	\$	817,094.84
5/1/2024	\$	817,094.84	\$	1,593.09	\$	1,922.00	\$	816,765.93
6/1/2024	\$	816,765.93	\$	3,199.53	\$	63,844.84	\$	756,120.62
7/1/2024	\$	756,120.62	\$	968.00	\$	359,416.41	\$	397,672.21
8/1/2024	\$	397,672.21	\$	1,383.80	\$	1,300.00	\$	397,756.01
9/1/2024	\$	397,756.01	\$	1,789.98	\$	248,648.22	\$	150,897.77
10/1/2024	\$	150,897.77	\$	800.55	\$	-	\$	151,698.32
11/1/2024	\$	151,698.32						
12/1/2024	\$	-						
1/1/2025	\$	-						

**Trust Accounts
Cantoni**

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2024	\$ 26,576.99	\$ 18.14	\$ -	\$ 26,595.13
2/1/2024	\$ 26,595.13	\$ 6.03	\$ 1,743.20	\$ 24,857.96
3/1/2024	\$ 24,857.96	\$ 19.11	\$ 101.93	\$ 24,775.14
4/1/2024	\$ 24,775.14	\$ 14.96	\$ 1,178.76	\$ 23,611.34
5/1/2024	\$ 23,611.34	\$ 13.35	\$ 2,695.91	\$ 20,928.78
6/1/2024	\$ 20,928.78	\$ 10.63	\$ 2,185.28	\$ 18,754.13
7/1/2024	\$ 18,754.13	\$ 11.34	\$ 3,218.49	\$ 15,546.98
8/1/2024	\$ 15,546.98	\$ 8.06	\$ 3,544.82	\$ 12,010.22
9/1/2024	\$ 12,010.22	\$ 5.50	\$ 3,450.49	\$ 8,565.23
10/1/2024	\$ 8,565.23	\$ 4.45	\$ 1,167.67	\$ 7,402.01
11/1/2024	\$ 7,402.01			
12/1/2024	\$ -			
1/1/2025	\$ -			

**Meyer
Date**

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2024	\$ 39,889.25	\$ 27.22	\$ -	\$ 39,916.47
2/1/2024	\$ 39,916.47	\$ 9.36	\$ 30.00	\$ 39,895.83
3/1/2024	\$ 39,895.83	\$ 30.73	\$ -	\$ 39,926.56
4/1/2024	\$ 39,926.56	\$ 24.35	\$ 1,124.72	\$ 38,826.19
5/1/2024	\$ 38,826.19	\$ 21.98	\$ 4,366.51	\$ 34,481.66
6/1/2024	\$ 34,481.66	\$ 18.47	\$ 28.00	\$ 34,472.13

7/1/2024	\$	34,472.13	\$	22.91	\$	-	\$	34,495.04
8/1/2024	\$	34,495.04	\$	20.38	\$	95.79	\$	34,419.63
9/1/2024	\$	34,419.63	\$	18.60	\$	330.00	\$	34,108.23
10/1/2024	\$	34,108.23	\$	19.37	\$	74.70	\$	34,052.90
11/1/2024	\$	34,052.90						
12/1/2024	\$	-						
1/1/2025	\$	-						

Memorials/Donations

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2024	\$ 2,441.75	\$ 101.70	\$ -	\$ 2,543.45
2/1/2024	\$ 2,543.45	\$ 4,714.18	\$ 57.39	\$ 7,200.24
3/1/2024	\$ 7,200.24	\$ 330.63	\$ 98.76	\$ 7,432.11
4/1/2024	\$ 7,432.11	\$ 1,044.91	\$ 19.00	\$ 8,458.02
5/1/2024	\$ 8,458.02	\$ 755.29	\$ 36.45	\$ 9,176.86
6/1/2024	\$ 9,176.86	\$ 104.93	\$ 53.62	\$ 9,228.17
7/1/2024	\$ 9,228.17	\$ 106.13	\$ 247.35	\$ 9,086.95
8/1/2024	\$ 9,086.95	\$ 55.43	\$ 167.65	\$ 8,974.73
9/1/2024	\$ 8,974.73	\$ 4.66	\$ 1,093.81	\$ 7,885.58
10/1/2024	\$ 7,885.58	\$ 54.36	\$ 780.61	\$ 7,159.33
11/1/2024	\$ 7,159.33			
12/1/2024	\$ -			
1/1/2025	\$ -			

Total	Beginning	Plus Received	Minus Expense	Balance Sheet activit Ending
1/1/2024	\$ 2,733,371.65	\$ 157,764.52	\$ 284,964.15	\$ - \$ 2,606,172.02
2/1/2024	\$ 2,606,172.02	\$ 55,476.92	\$ 541,901.56	\$ - \$ 2,119,747.38
3/1/2024	\$ 2,119,747.38	\$ 111,840.95	\$ 343,092.53	\$ - \$ 1,888,495.80
4/1/2024	\$ 1,888,495.80	\$ 100,036.04	\$ 344,502.35	\$ - \$ 1,644,029.49
5/1/2024	\$ 1,644,029.49	\$ 180,903.65	\$ 346,898.62	\$ - \$ 1,478,034.52
6/1/2024	\$ 1,478,034.52	\$ 173,972.87	\$ 392,857.06	\$ - \$ 1,259,150.33
7/1/2024	\$ 1,259,150.33	\$ 1,834,771.10	\$ 739,702.72	\$ - \$ 2,354,218.71
8/1/2024	\$ 2,354,218.71	\$ 167,793.96	\$ 435,458.86	\$ - \$ 2,086,553.81
9/1/2024	\$ 2,086,553.81	\$ 412,663.89	\$ 626,970.27	\$ - \$ 1,872,247.43
10/1/2024	\$ 1,872,247.43	\$ 966,239.95	\$ 375,819.92	\$ - \$ 2,462,667.46
11/1/2024	\$ 2,462,667.46	\$ -	\$ -	\$ -

12/1/2024 \$	-	\$	-	\$	-	\$	-
1/1/2025 \$	-						

Library Operating Revenue

Fund	Budgeted	Projected	Difference
Real Estate Taxes	\$ 3,122,000	\$ 3,079,347	\$ (42,653)
PPRT	\$ 740,000	\$ 547,724	\$ (192,276)
State Grants or other	\$ 104,020	\$ 131,520	\$ 27,500
Other Grants	\$ 300,000	\$ 64,941	\$ (235,059)
PILOT	\$ 540,096	\$ 540,096	\$ -
Fines	\$ 6,500	\$ 5,166	\$ (1,334)
Non-Resident Fee	\$ 100	\$ 183	\$ 83
Lost or Damaged Items	\$ 5,000	\$ 5,477	\$ 477
Copies/Miscellaneous	\$ 12,500	\$ 12,961	\$ 461
Meeting Room Fees	\$ 3,500	\$ 4,080	\$ 580
Interest Income	\$ 5,000	\$ 11,230	\$ 6,230
Investment Income	\$ 3,000	\$ 25,653	\$ 22,653
Sale of Property	\$ -	\$ -	\$ -
Sublease	\$ -	\$ -	\$ -
Miscellaneous Income	\$ -	\$ -	\$ -
Reimbursement of Expenses	\$ -	\$ 836	
Totals	\$ 4,841,716	\$ 4,429,213	\$ (412,503)

Expenditures

Fund	Budgeted	Projected	Difference
Salaries	\$ 1,770,819	\$ 1,740,622	\$ 30,197
Overtime	\$ -	\$ -	\$ -
IMRF	\$ 117,648	\$ 111,622	\$ 6,026
FICA/Medicare	\$ 136,572	\$ 129,671	\$ 6,901
Life insurance	\$ 3,283	\$ 2,714	\$ 569
Medical insurance	\$ 706,800	\$ 667,477	\$ 39,323
Service recognition	\$ 14,430	\$ 14,430	\$ -
Total Personnel	\$ 2,749,552	\$ 2,666,536	\$ 83,016
Unemployment insurance	\$ 1,128	\$ 1,128	\$ -
Advertising	\$ 900	\$ 628	\$ 272
Printing/binding	\$ -	\$ -	\$ -
Service to maintain Building	\$ -	\$ -	\$ -
Service to Office Equipment	\$ 22,000	\$ 22,413	\$ (413)
IT Services	\$ 16,337	\$ 16,337	\$ -
Telephone/Internet	\$ 16,000	\$ 6,566	\$ 9,434
Banking Service Charges	\$ 250	\$ 237	\$ 13
Conferences/Travel/Continuing Ed	\$ 13,000	\$ 22,475	\$ (9,475)
General Fund	\$ 147,732	\$ 147,732	\$ -
Postage	\$ 4,500	\$ 6,229	\$ (1,729)
Security	\$ 45,000	\$ 45,000	\$ -
Computer Software	\$ 45,000	\$ 66,536	\$ (21,536)

Temp Agency Services	\$ 2,500	\$ -	\$ 2,500
Tuition Reimbursement	\$ 10,000	\$ -	\$ 10,000
Professional Services	\$ 70,000	\$ 58,963	\$ 11,037
Membership Fees	\$ 73,000	\$ 75,551	\$ (2,551)
Rental Equipment	\$ -	\$ -	
Materials for Buildings	\$ 1,000	\$ -	\$ 1,000
Per Capita Grant	\$ 104,020	\$ 107,606	\$ (3,586)
Other Grant	\$ 300,000	\$ 97,442	\$ 202,558
Office Supplies	\$ 36,000	\$ 30,180	\$ 5,820
Risk Management	\$ 93,612	\$ 93,612	\$ -
Small Capital	\$ 152,000	\$ 123,310	\$ 28,690
Rent	\$ 589,583	\$ 589,583	\$ -
Books & Other Materials	\$ 245,000	\$ 245,000	\$ -
Lost or Damaged	\$ 1,600	\$ 1,059	\$ 541
Transfer to Capital Fund	\$ -	\$ -	\$ -
Total operating	\$ 1,990,162	\$ 1,757,588	\$ 232,574
Total expense	\$ 4,739,714	\$ 4,424,124	\$ 315,590
Surplus (deficit)	\$ 102,002.00	\$ 5,090	