

**REGULAR MEETING AGENDA**  
**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Thursday, February 15, 2007 @ 4:30 p.m.**  
**(in the DPL Board Room)**

- I. Call to order –Eugene King, President
- II. Approval of minutes
  - A. Regular meeting of January 18, 2007
- III. Communication from the public
  - A. Mike Queary, General Chairman, Decatur Celebration
- IV. City Librarian's report
- V. Reports of committees
  - A. Personnel, Policy & Public Relations Committee
    - i. No meeting in February
  - B. Finance and Properties Committee
    - i. Meeting of February 13, 2007
      - a. January 2007 check register
      - b. YTD budget report
  - C. Rolling Prairie Library System
    - i. Next meeting scheduled for February 20, 2007@ 1:00 pm
  - E. Friends of the Library
    - i. Report of February 8, 2007 meeting
  - F. Foundation
    - i. Next meeting scheduled for February <sup>19</sup>~~26~~, 2007
- VI. Serving Our Public: Standards for Illinois Public Libraries
  - A. Chapter IV: Collection Management
- VII. Old Business
- VIII. New Business
- IX. Adjournment

## DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Regular Meeting

January 18, 2007

### I. CALL TO ORDER

Eugene King, president, called the meeting to order at 4:30 p.m. Members present: Mr. King, Rene Corcoran, Carol Craig, Shirley Moore, Garry Davis, Nicholette Rademacher, Linda Rowden. Absent: Beth Couter and Sally Krigbaum. Staff present: Lee Ann Fisher and Sheila Robinson.

### II. APPROVAL OF MINUTES

Mrs. Rademacher moved that the minutes of the December 21, 2006, meeting be approved as presented, with one correction: Mrs. Moore was in attendance at the December regular meeting. The motion was seconded by Mr. Davis and unanimously approved.

### III. COMMUNICATION FROM THE PUBLIC

There were no communications from the public.

### IV. CITY LIBRARIAN'S REPORT

The City Librarian's Report was previously e-mailed. Ms. Fisher reported that Matt Wilkerson, the library's systems administrator, is back to work after a six-week absence due to illness. She noted that in the next few weeks two key management positions will be finalized. She also commented that Maria Dent, the new head of programming, has been doing a good job coordinating upcoming events. Mrs. Rademacher feels that the library has made great progress over the last few years with programming.

### V. REPORTS OF COMMITTEES

#### **Personnel, Policy & Public Relations Committee:**

The committee did not meet in January.

#### **Finance & Properties Committee:**

The committee did not meet in January. There were no board comments or questions on either the December check register or the year-to-date budget report. Ms. Craig moved to approve the December bills as presented. Mr. King seconded and the motion carried unanimously by roll call vote.

Ms. Fisher reported that the 2007 fiscal budget should be completed by next month.

The library received a partial payment from Mr. Jim Randall towards monies owed the library on his lease of the Village Mall, and it has been turned over to Mr. Booth.

**CITY LIBRARIAN'S REPORT**  
**February 7, 2007**  
**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**

**CITY LIBRARIAN:** David "Fathead" Newman made jazz come alive as he made his saxophone sing here in the library January 27<sup>th</sup>, for some of the best music I've heard in a long time. The "I Shot Ray Charles" exhibit opened with a ribbon cutting on January 24<sup>th</sup> and has a steady stream of viewers. We also hosted the first ever "Tourism Summit" on the 22<sup>nd</sup>. All 3 events received excellent media coverage and reflected positively on the library, but none of it would have succeeded without the efforts of all the staff who worked hard to pull it all together. In addition to my regular meetings, I conducted interviews for the Assistant City Librarian, spoke to several groups, and manned the library booth at the Tourism Summit.

**FOUNDATION:** I received a call from the NEH who is currently reviewing our grant application; they needed some additional supporting documentation. The January meeting was cancelled and their next meeting will be February 19<sup>th</sup> @ 4:30 p.m.

**FRIENDS:** The Friends met on January 11<sup>th</sup>, where they adopted standing rules for the board. The *Second Saturday Sale* has netted \$2,186 from October-December. Their next meeting will be February 8<sup>th</sup> @ 4:00.

**RPLS/SIRSIDYNIX:** I attended the RPLS Board meeting and the Advisory Board this month.

**STAFF:** Interviews were conducted by two different search committees for the Assistant City Librarian and Head of the Adult Division. Karen Bjorkman was selected to be the Assistant City Librarian; she was the Director of the Sioux Center Public Library in Iowa. Maria Dent was selected to be Head of the Adult Division; she was the Adult Services Coordinator at the Pelham Public Library in Alabama. Both will start their new jobs on February 5<sup>th</sup>. Joan Price, circulation page retired the end of January after 12 years.

**ADMINISTRATION:** Total number of checkouts for Adults in January was up +24% from December 2006 and down -4% from January 2006. Total DPL circulation for January was 44,357 items in Adult, 9,548 items in the Children's and 7,971 on the bookmobile. The gate count was 59,281 for January as compared to 28,646 in January 2006 (up +107%). The meeting rooms were booked 20 times earning \$660.00 in fees. Membership in the Downtown Decatur Council is being renewed and in the Heritage Network of Decatur.

**ADULT DIVISION:** While we have at least 19 programs planned through May, our 3 January programs had 640 attendees. Tax forms and tax assistance have been very heavily utilized again. The 11 online book clubs were accessed 18,840 times in September, with individual members totaling 942. The Local History room had 78 visitors, 8 from out of town.

**BUILDING DIVISION:** The Bluebird was sent to the shop to replace a generator part and to make sure it was in good running condition before we leased it to Newman. Bill had a lot of help moving and setting up for the "Fathead" concert. Trane just completed our annual Chiller maintenance and everything was okay. We are having some trouble with VAV boxes and have ordered a new control board and a couple of new thermostats from Technical solutions.



CHILDREN'S DIVISION: We have Debbie Roberts at Harris Elementary to thank for sharing im May with us. He is an outstanding storyteller and we worked him into an already full schedule. March will bring us a visit from Curious George provided by WILL and Baby TALK will hold their Lullaby Concert in the Madden Auditorium with Michael Luxner conducting the Millikin String Art Ensemble in a short concert for toddlers, preschoolers, and their families. We offered a total of 18 programs, attended by 340, and 13 of the programs were Baby TALK Times or lap-sits, which brought in 246 people. We spoke to 15 groups with 255 listeners, 5 groups used the children's room this month and 433 signed up to use the computers.

CIRCULATION DIVISION: Checkouts during the month of January was 44,357 items, up +24% as compared to 35,661 items checked out in December 2006, and down -4% when compared to 46,095 items checked out in January 2006. There were 7,574 items checked out of the DPL by patrons from other libraries and DPL patrons checked out 4,175 items at other libraries. Of the 4,175 items checked out by our patrons at other libraries, 2,214 of those items were checked out on the bookmobiles. We had 2,299 items routed into the DPL from other libraries to fill requests and 4,291 items were routed out of the DPL to fill requests at other RPLS libraries. We placed 4,719 requests in January, down -55% from December and up +28% from last January. We resolved 6,812 requests and of these, 2,998 items were picked up here. We opened 350 new accounts January, down -38% from December 2006, and down -7% from January 2006.

EXTENSION DIVISION: In sad news, Virginia Peck, longtime library patron, resident of Fairhaven's Nursing Home, centenarian, and mother of Richard Peck, died in January. The cold weather has played havoc with our bookmobiles this month with several minor but annoying problems. We had 19 volunteers donate 137 hours this month.

GATES COMPUTER LAB: We 91 people attend one of our 13 computer classes offered. Word II was taught as 2 day class for the first time, and was very well received.

SYSTEMS ADMINISTRATION: We had to add special software to the lab computers for the taxwise people to use and Watts donated a printer for them to use. Matt is getting back in the swing of things he replaced the power supply on our email server, upgraded our Panda Anti-virus software to the latest version, loaded Internet Explorer 7 on all pc's, and handled 1,255 work orders from staff.

TECHNICAL DIVISION: Robert volunteered and went to Springfield for the (very, very) early morning interview at Channel 20 about the Newman concert, when Rhalo's mother passed and he couldn't go. We cataloged 1,215 titles, including 300 items that were donated to the library. There were 548 new records imported into our Horizon database. We reclassified 262 items, bar-coded 540 items and withdrew 1,060 items from our collection. We also reinstated 44 items back into our collection and made over 851 database changes.

Respectfully submitted,

*Lee Ann Fisher*

Lee Ann Fisher  
City Librarian



FUND	ACCOMPLISH	35 LIBRARY FUND	3559350 LIBRARY FUND	YEAR-TO-DATE BUDGET ORIGINAL	YEAR-TO-DATE BUDGET REVISED	YTD ACTUAL	MTD ACTUAL	REVENUE & EXPENSE AVAILABLE	PC1	USED
				437943	437943	541944.19	0	-104001.19		123.7 %
				3116708	3116708	3094744.53	148144.44	21963.47		99.3 %
				235000	235000	218041.86	38904.93	16958.14		92.8 %
				110810	110810	14575	0	96235		13.2 %
				60000	60000	44156.5	6791.53	15843.5		73.6 %
				300	300	617.04	85.11	-317.04		205.7 %
				7000	7000	7137.6	1010.1	-137.6		102 %
				25000	25000	8082.31	1345.33	16917.69		32.3 %
				10000	10000	7870	1540	2130		78.7 %
				32000	32000	35924.69	4325.72	-3924.69		112.3 %
				40000	40000	18166.65	0	21833.35		45.4 %
				4074761	4074761	3991260.37	202147.16	83500.63		98 %
				2105000	2105000	1671649.45	147330.08	433350.55		79.4 %
				5000	5000	2996.87	198.74	2003.13		59.9 %
				10000	10000	3118.33	258.33	6881.67		31.2 %
				349763	349763	288755.23	25355.52	61007.77		82.6 %
				2592	2592	2151.57	195.48	440.43		83 %
				403963	403963	280654.94	26583.26	123308.06		69.5 %
				2849	2849	1847.85	180.34	1001.15		64.9 %
				33649	33649	19467.9	1899.96	14181.1		57.9 %
				20845	20845	17083.11	1304.21	3761.89		82 %
				2933661	2933661	2287725.25	203305.92	645935.75		78 %
				2105000	2105000	1671649.45	147330.08	433350.55		79.4 %
				5000	5000	2996.87	198.74	2003.13		59.9 %
				10000	10000	3118.33	258.33	6881.67		31.2 %
				349763	349763	288755.23	25355.52	61007.77		82.6 %
				2592	2592	2151.57	195.48	440.43		83 %
				403963	403963	280654.94	26583.26	123308.06		69.5 %
				2849	2849	1847.85	180.34	1001.15		64.9 %
				33649	33649	19467.9	1899.96	14181.1		57.9 %
				20845	20845	17083.11	1304.21	3761.89		82 %
				2933661	2933661	2287725.25	203305.92	645935.75		78 %

TOTAL LIBRARY FUND

35 LIBRARY FUND

3559350 DPL PERSONNEL SERVICES

TOTAL DPL - PERSONNEL SERVICES

## 35593512 DPL - OPERATING EXPENSES

35593512 420100 ADVERTISING	400	187.06	0	212.94	46.8 %
35593512 420200 PRINTING AND BINDING	8000	5297.51	465	2702.49	66.2 %
35593512 421000 SERV TO MAINT BUILDINGS	30000	27660.57	7784.06	1411.62	95.4 %
35593512 421100 SERV TO MAINT IMPROVEMENT	2000	0	0	2000	0 %
35593512 421200 SERV - AUTO EQUIPMENT	3500	2297.32	0	1202.68	65.6 %
35593512 421300 SERV-OFFICE EQUIPMENT	18500	17247.38	951	618.62	96.7 %
35593512 423000 MIS SERVICES	20835	15626.25	1736.25	5208.75	75 %
35593512 423100 ELECTRICITY	140000	110116.47	15278.5	29883.53	78.7 %
35593512 423200 NATURAL GAS	10000	4559.52	3810.66	5440.48	45.6 %
35593512 423300 TELEPHONE	25000	27306.48	5162.68	-2306.48	109.2 %
35593512 423400 WATER	4500	3989.03	0	510.97	88.6 %
35593512 423901 BANKING SERVICE CHARGES	200	0	0	200	0 %
35593512 424000 TRAINING SCHOOL EXPENSES	1500	0	0	1500	0 %
35593512 424100 CONFERENCES & TRAVEL	6000	2576.87	0	3423.13	42.9 %
35593512 424500 POSTAGE	15000	10470.53	913.72	4529.47	69.8 %
35593512 424700 COMPUTER SOFTWARE	30000	29173.93	0	826.07	97.2 %
35593512 426500 MEDICAL EXPENSES	1000	0	0	1000	0 %
35593512 427100 TEMP AGENCY SERVICES	10000	0	0	10000	0 %
35593512 427200 TUITION REIMBURSEMENT	1500	1980	754	-480	132 %
35593512 427300 TRAVEL INTERVIEW EXP	100	0	0	100	0 %
35593512 428000 PROFESSIONAL SERVICES	50000	48139.38	3945.1	1035.62	97.9 %
35593512 428400 MEMBERSHIP FEES	2000	1690	160	310	84.5 %
35593512 428900 RENTAL - EQUIPMENT	1000	30	0	970	3 %
35593512 431000 GASOLINE	7000	6607.52	632.76	392.48	94.4 %
35593512 431200 JANITORIAL SUPPLIES	7000	7374.24	708.21	-374.24	105.3 %
35593512 432000 MATERIALS - BUILDINGS	20000	16367.25	1180.36	3632.75	81.8 %
35593512 433700 MATERIAL - AUTO EQUIP	2500	1630.97	0	869.03	65.2 %
35593512 434500 OFFICE SUPPLIES	33929	31742.85	4241.4	454.41	98.7 %
35593512 435700 EMPLOYEE RECOG SUPPLIES	50	0	0	50	0 %
35593512 441500 TRANSFER TO GENERAL FD	1200	900	100	300	75 %
35593512 441800 MOTOR VEHICLE INSURANCE	4609	3456.72	384.08	1152.28	75 %
35593512 442000 BOILER INSURANCE	2096	1572.03	174.67	523.97	75 %
35593512 442100 PROPERTY INSURANCE	24592	18443.97	2049.33	6148.03	75 %
35593512 442300 GENERAL LIABILITY INS	25256	18942.03	2104.67	6313.97	75 %
35593512 442600 COLLISION DEDUCTIBLE	1000	0	0	1000	0 %
35593512 449900 SMALL CAPITAL ITEMS	15000	13757.67	471.81	1242.33	91.7 %
TOTAL DPL OPERATING EXPENSES	624338	420143.55	53008.26	92004.9	82.5 %



35 LIBRARY FUND

35593515 DPL - OPERATING EXPENSES

35593515 458000 BOOKS & PERIODICALS	374005	374005	374005	254963.63	28527.4	119041.37	68.2 %
35593515 458841 MAG/PAPERS - MAIN ADULT	0	0	0	21355.52	592.36	-21355.52	100 %
35593515 458842 MAG/PAPERS MAIN YOUTH	0	0	0	588.28	0	-588.28	100 %
35593515 458843 MAG/PAPERS MAIN JUVENILE	0	0	0	1532.9	0	-1532.9	100 %
35593515 458844 MAG/PAPERS - MAIN REFERENC	0	0	0	5733.25	0	-5733.25	100 %
35593515 458845 MAG/PAPERS - MAIN PROFESSI	0	0	0	509	0	-509	100 %
35593515 458847 MAG/PAPERS - EXTENSION ADU	0	0	0	3655.17	0	-3655.17	100 %
TOTAL DPL - OPERATING EXPENSES	374005	374005	374005	288337.75	29119.76	85667.25	77.1 %

35 LIBRARY FUND

35593522 DPL LEASE OPERATING EXPENSES

35593522 440000 PRINCIPAL PAYMENTS	21875	21875	21875	21875	0	0	100 %
35593522 441000 INTEREST PAYMENTS	3282	3282	3282	3281.25	0	0.75	100 %
TOTAL DPL LEASE OPERATING EXPENSES	25157	25157	25157	25156.25	0	0.75	100 %
TOTAL LIBRARY FUND	7931922	7933857	7933857	7021623.17	487581.1	907109.28	83.6 %
TOTAL REVENUES	4074761	4074761	4074761	3991260	202147.16	83500.63	
TOTAL EXPENSES	4074761	4074761	4074761	3991260	202147.16	83500.63	
GRAND TOTAL	7931922	7933857	7933857	7021623	487581.1	907109.28	88.6 %

59595922 458000 BOOK AND PERIODICALS	5000	5000	532.45	0	0	4467.55	10.6 %
TOTAL TRUST MEYER EXPENSES	25000	25000	532.45	0	0	24467.55	2.1 %

59 LIBRARY TRUST FUNDS

59595932 TRUST BRIDGES EXPENSES

59595932 458000 BOOKS & PERIODICALS	500	500	0	0	0	500	0 %
TOTAL TRUST BRIDGES EXPENSES	500	500	0	0	0	500	0 %

59 LIBRARY TRUST FUNDS

59595942 TRUST DONATION EXPENSES

59595942 458000 BOOKS & PERIODICALS	9000	9000	6144.43	262.25	0	2855.57	68.3 %
TOTAL TRUST DONATION EXPENSES	9000	9000	6144.43	262.25	0	2855.57	68.3 %
TOTAL LIBRARY TRUST FUNDS	482800	482800	393771.4	3036.8	0	89028.62	81.6 %
TOTAL REVENUES	418300	418300	386314	2774.55	0	31986.17	
TOTAL EXPENSES	418300	418300	386314	2774.55	0	31986.17	

GRAND TOTAL

	482800	482800	393771	3036.8	0	89028.62	81.6 %
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**CITIFIDECATUR  
LIBRARY FUNDS CHECK REGISTER  
FOR INVOICES FROM 1/1/2007 TO 1/31/2007**

DATE: 2/6/2007  
TIME: 3:29:35PM

<u>CHECK NO.</u>	<u>CHECK DATE</u>	<u>VENDOR</u>	<u>ITEM AMOUNT</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ACCOUNT DESCRIPTION</u>
<b>35</b>						
26825	1/2/2007	AMERENIP	7,332.32	#01143-96975 ACCT	35593512 - 423100	ELECTRICITY
26825	1/2/2007	AMERENIP	106.98		35593512 - 423200	NATURAL GAS
26876	1/2/2007	OFFICE DEPOT	35.76	HP Laserjet 6P toner cartridge	35593512 - 434500	OFFICE SUPPLIES
26876	1/2/2007	OFFICE DEPOT	82.60		35593512 - 434500	OFFICE SUPPLIES
26876	1/2/2007	OFFICE DEPOT	162.49		35593512 - 434500	OFFICE SUPPLIES
26913	1/2/2007	WATTS COPY SYSTEMS	317.00	MONTHLY MAINT/COPIERS	35593512 - 421300	SERV-OFFICE EQUIPMENT
26930	1/9/2007	ARLINGTON COMPUTER PRODUCTS	808.91	120155A toner for Lexmark E12	35593512 - 434500	OFFICE SUPPLIES
26932	1/9/2007	AT & T	723.55	#217 362-2230 082 0 ACCT	35593512 - 423300	TELEPHONE
26938	1/9/2007	BOBBY SCOTT	100.00	122806-SI C-DPI	35593512 - 428000	PROFESSIONAL SERVICES
26954	1/9/2007	COMMERCIAL MAIL SERVICES	109.07	MO PRE-SORT/BAR CODING	35593512 - 421500	POSTAGE
26987	1/9/2007	HASTINGS, SCOTLAND	40.00	121806-SI C-DPI	35593512 - 428000	PROFESSIONAL SERVICES
27019	1/9/2007	RIGSBY, PAUL	240.00	1270-122606 SI C-DPI	35593512 - 428000	PROFESSIONAL SERVICES
27041	1/9/2007	STEELE, ALAN	200.00	1219-122706 SI C-DPI	35593512 - 428000	PROFESSIONAL SERVICES
27045	1/9/2007	SMITH, EDWARD	100.00	121006-SI C-DPI	35593512 - 428000	PROFESSIONAL SERVICES
27060	1/9/2007	TREAS-GENERAL FUND	100.00	JAN07-TRANSF TO GEN FID	35593512 - 411500	TRANSFER TO GENERAL FID
27061	1/9/2007	TREAS-MS OPERATING	1,736.25	JAN07-TRANSF TO MS OPERA FID	35593512 - 423000	MS SERVICES
27062	1/9/2007	TREAS-SHIFT INSURANCE FUND	381.08	JAN07-TRANSF TO SHIF INSID	35593512 - 411800	MOTOR VEHICLE INSURANCE
27062	1/9/2007	TREAS-SHIFT INSURANCE FUND	174.67		35593512 - 412000	ROBBERY INSURANCE
27062	1/9/2007	TREAS-SHIFT INSURANCE FUND	2,019.33		35593512 - 412100	PROPERTY INSURANCE
27062	1/9/2007	TREAS-SHIFT INSURANCE FUND	2,104.67		35593512 - 412300	GENERAL LIABILITY INS
27083	1/16/2007	ARAMARK UNIFORM SERVICES, INC.	140.75	CLEAN MATS IN BLDG	35593512 - 421000	SERVICE TO MAINT BUILDING
27086	1/16/2007	AT & T	432.54	#217 728-0108 281 3 ACCT	35593512 - 423300	TELEPHONE
27086	1/16/2007	AT & T	1,613.79	#217 R26-2855 989 2 ACCT	35593512 - 423300	TELEPHONE
27092	1/16/2007	BODINE ELECTRIC	1,700.00	SERV/MATL-REPAIR FAN-ROOF	35593512 - 421000	SERVICE TO MAINT BUILDING
27092	1/16/2007	BODINE ELECTRIC	288.38		35593512 - 432000	MATERIALS - BUILDINGS
27102	1/16/2007	CDW	471.81	COMPUTER PARTS/SUPPLIES	35593512 - 449900	SMALL CAPITAL ITEMS
27103	1/16/2007	CHICAGO TRIBUNE	232.36	112606-112407 SUBSCRIP	35593515 - 458841	MAG/PAPERS - MAIN ADULT
27120	1/16/2007	DEMCO INC	679.91	OFC SUPP-ASSTD	35593512 - 434500	OFFICE SUPPLIES
27122	1/16/2007	EDWARDS, ROBERT	522.00	TUTREIMB	35593512 - 427200	TUITION REIMBURSEMENT
27124	1/16/2007	EMBRY LTD	410.90	DVD CASES-OFC SUPP	35593512 - 434500	OFFICE SUPPLIES
27133	1/16/2007	HICLE	160.01	IL CIVIL PRACTICE VOL I-III	35593515 - 458000	BOOKS & PERIODICALS
27134	1/16/2007	HICLE	213.35	IL FAMILY LAW SERIES VOL I-IV	35593515 - 458000	BOOKS & PERIODICALS
27142	1/16/2007	JAN MASTER, INC.	-27.00	CREDIT-JANITORIAL SUPPLIES	35593512 - 431200	JANITORIAL SUPPLIES
27142	1/16/2007	JAN MASTER, INC.	32.00	JANITORIAL SUPPLIES	35593512 - 431200	JANITORIAL SUPPLIES
27142	1/16/2007	JAN MASTER, INC.	37.08		35593512 - 431200	JANITORIAL SUPPLIES
27142	1/16/2007	JAN MASTER, INC.	47.50		35593512 - 431200	JANITORIAL SUPPLIES
27142	1/16/2007	JAN MASTER, INC.	63.40		35593512 - 431200	JANITORIAL SUPPLIES
27142	1/16/2007	JAN MASTER, INC.	102.40		35593512 - 431200	JANITORIAL SUPPLIES
27144	1/16/2007	JOHN'S MOWER SERVICE	131.65	MATL FOR SWEEPER	35593512 - 432000	MATERIALS - BUILDINGS
27159	1/16/2007	MCLEOD USA	31.22	#3292627 ACCT	35593512 - 423300	TELEPHONE
27159	1/16/2007	MCLEOD USA	78.31	#3318933 ACCT	35593512 - 423300	TELEPHONE

**CITY OF DECATUR  
LIBRARY FUNDS CHECK REGISTER  
FOR INVOICES FROM 1/1/2007 TO 1/31/2007**

DATE: 2/6/2007  
TIME: 3:29:35PM

<u>CHECK NO.</u>	<u>CHECK DATE</u>	<u>VENDOR</u>	<u>ITEM AMOUNT</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ACCOUNT DESCRIPTION</u>
27176	1/16/2007	ONYX WASTE	310.50	GARBAGE SERVICE	35593512 - 421000	SERVICE TO MAINT BUILDING
27185	1/16/2007	RECORD SYSTEMS INC.	4.00	OFC SUPP-TONER CARTRIDGE	35593512 - 424500	POSTAGE
27185	1/16/2007	RECORD SYSTEMS INC.	6.00		35593512 - 424500	POSTAGE
27185	1/16/2007	RECORD SYSTEMS INC.	163.00		35593512 - 434500	OFFICE SUPPLIES
27189	1/16/2007	SAMS CLUB	33.14	SUPPLIES	35593512 - 434500	OFFICE SUPPLIES
27194	1/16/2007	STANLEY ACCESS TECHNOLOGIES	156.00	LABOR/BLDG MATL	35593512 - 434500	SERVICE TO MAINT BUILDING
27194	1/16/2007	STANLEY ACCESS TECHNOLOGIES	185.22		35593512 - 434500	OFFICE SUPPLIES
27196	1/16/2007	STRIGLOS/HAINES & ESSICK	66.51	AVF: 05970 Labels - Magenta	35593512 - 434500	OFFICE SUPPLIES
27200	1/16/2007	TOTAL PLASTICS, INC.	938.71	100 SHEETS-ACETATE GRAPHIC ART P	35593512 - 434500	OFFICE SUPPLIES
27204	1/16/2007	TREAS-TLETT MAINTENANCE	632.76	DPL TUEH USAGE-DEC'06	35593512 - 431000	GASOLINE
27205	1/16/2007	TREAS-GENERAL FUND	794.65	DEC'06 POSTAGE	35593512 - 424500	POSTAGE
27218	1/16/2007	WILHELM, LINDA	232.00	TUTORING	35593512 - 427200	TUITION REIMBURSEMENT
27228	1/23/2007	AMERICAN LIBRARY ASSOCIATION	160.00	FISHER, LEE ANNA-MEMBERSHIP	35593512 - 428100	MEMBERSHIP FEES
27237	1/23/2007	BABY TALK, INC.	275.00	PROFESSIONAL SERVICES	35593512 - 428000	PROFESSIONAL SERVICES
27238	1/23/2007	BAKER, CANDY	29.00	TO REPLACE CK#22927-NOT CASHED	35593512 - 428000	PROFESSIONAL SERVICES
27241	1/23/2007	BIBBY, SCOTT	453.00	DPL-SEC-1221,0104,0110,01107	35593512 - 428000	PROFESSIONAL SERVICES
27245	1/23/2007	BODINE ELECTRIC	491.15	SERV/MATL-REPLACE LAMPS	35593512 - 421000	SERVICE TO MAINT BUILDING
27245	1/23/2007	BODINE ELECTRIC	308.83	WIRE/LAMPS	35593512 - 432000	MATERIALS - BUILDINGS
27279	1/23/2007	DUNKER ELECTRIC SUPPLY, INC	46.48		35593512 - 432000	MATERIALS - BUILDINGS
27279	1/23/2007	DUNKER ELECTRIC SUPPLY, INC	79.25		35593512 - 432000	MATERIALS - BUILDINGS
27283	1/23/2007	EDWARD BOOTH	1,185.00	DEC'06-PROF/LEGAL SERV	35593512 - 428000	PROFESSIONAL SERVICES
27304	1/23/2007	HASTINGS, SCOTT A.	100.00	DPL-SEC-010807	35593512 - 428000	PROFESSIONAL SERVICES
27307	1/23/2007	HODGKINS PUBLIC LIBRARY DISTRICT	35.00	PROF SERV-IL CHRGS-LOST ITEM	35593512 - 428000	PROFESSIONAL SERVICES
27309	1/23/2007	HUNZEKER SERVICE AGENCY	3,365.00	YRLY MAINT AGREE-CHILLER	35593512 - 421000	SERVICE TO MAINT BUILDING
27320	1/23/2007	JAN MASTER, INC.	58.34	JANITORIAL SUPPLIES	35593512 - 431200	JANITORIAL SUPPLIES
27335	1/23/2007	MENARDS	61.49	BLDGM MATL	35593512 - 432000	MATERIALS - BUILDINGS
27340	1/23/2007	MOORE WALLACE-AN RR DONNELLEY CO	288.34	OFC SUPP-"NEW ARRIVAL" LABELS	35593512 - 434500	OFFICE SUPPLIES
27341	1/23/2007	MUELLER, KANDIS	35.00	PROF SERV-IL CHRGS-MATL RETD	35593512 - 428000	PROFESSIONAL SERVICES
27344	1/23/2007	ONLINE LABELS	42.95	OFC SUPP-LABELS	35593512 - 434500	OFFICE SUPPLIES
27346	1/23/2007	ONYX WASTE	320.66	GARBAGE SERVICE	35593512 - 421000	SERVICE TO MAINT BUILDING
27348	1/23/2007	PARK, CHUB	375.00	SALTING SLICK AREAS-PKG LOT	35593512 - 421000	SERVICE TO MAINT BUILDING
27348	1/23/2007	PARK, CHUB	750.00		35593512 - 421000	SERVICE TO MAINT BUILDING
27353	1/23/2007	REGAN, JOHN	99.00	PROF SERV-IL CHARGES-ITEMS RETD	35593512 - 428000	PROFESSIONAL SERVICES
27354	1/23/2007	RIGSBY, PAUL	240.00	DPL-SEC-0102,010907	35593512 - 428000	PROFESSIONAL SERVICES
27358	1/23/2007	SHULTZ, ALAN	100.00	DPL-SEC-010307	35593512 - 428000	PROFESSIONAL SERVICES
27375	1/23/2007	TREAS-PUBLICITY CASH	40.11	DPL	35593512 - 434500	OFFICE SUPPLIES
27375	1/23/2007	TREAS-PUBLICITY CASH	48.16	DEC'06 COLLECT SERV	35593512 - 428000	PROFESSIONAL SERVICES
27381	1/23/2007	UNIQUE MANAGEMENT SERVICES	698.10	NEWSLETTER-"CONNECTIONS"	35593512 - 420200	PRINTING AND BINDING
27385	1/23/2007	WALTON-BURDELMAN PRINTING	465.00	MONTHLY MAINT/COPIERS	35593512 - 421300	SERV-OFFICE EQUIPMENT
27388	1/23/2007	WATSON COPY SYSTEMS	317.00	#01113-96975 ACCT	35593512 - 423100	ELECTRICITY
27402	1/30/2007	AMHERST	7,916.18		35593512 - 423200	NATURAL GAS
27403	1/30/2007	AMHERST	1,703.68			



**G I T F D E C A T U R**  
**LIBRARY FUNDS CHECK REGISTER**  
**FOR INVOICES FROM 1/1/2007 TO 1/31/2007**

DATE: 2/6/2007  
 TIME: 3:29:35PM

CHECK NO.	CHECK DATE	VENDOR	ITEM AMOUNT	ITEM DESCRIPTION	ACCOUNT #	ACCOUNT DESCRIPTION
27405	1/30/2007	AT & T	444.72	#217 728-0108 284 3 ACCT	35593512 - 423300	TELEPHONE
27405	1/30/2007	AT & T	1,599.25	#217 R26-2855 989 2 ACCT	35593512 - 423300	TELEPHONE
27406	1/30/2007	BAKER & TAYLOR	22.04	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-65.44	CREDIT	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-41.24		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-29.95	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-29.95	CREDIT	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-24.59		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-19.95	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-11.67		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-9.55		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-4.22	CREDIT	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-4.00		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-3.98		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	-0.79		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	3.68	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	4.30		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	5.53		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	6.12		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	6.15		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	6.73		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	7.36		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	7.60		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	7.96		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	7.99		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	8.18		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	8.38		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	8.39		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	8.58		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	8.60		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	9.19		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	9.21		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	9.22		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	9.33		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	9.48		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	9.58		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	9.81		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	9.82		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	9.92		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	9.95		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	10.42		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	10.44		35593515 - 458000	BOOKS & PERIODICALS

**CITY OF DECATUR  
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27407	1/30/2007	BAKER & TAYLOR CO	10.45	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	11.04	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	11.67	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	11.68	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	11.69	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	12.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	12.27	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	12.29	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	12.87	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	12.95	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	13.43	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	13.46	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	13.52	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	13.54	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	13.95	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	13.99	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	14.01	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	14.04	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	14.11	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	14.60	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	14.63	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	14.70	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	14.95	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	15.18	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	15.20	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	15.21	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	15.34	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	15.37	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	15.77	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	15.90	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	15.92	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	15.96	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	16.35	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	16.61	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	16.77	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	16.91	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	17.04	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	17.08	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	17.18	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	17.52	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	17.55	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	17.84	BOOKS	35593515 - 458000	BOOKS & PERIODICALS



**CIT. F D E C A T U R**  
**LIBRARY FUNDS CHECK REGISTER**  
**FOR INVOICES FROM 1/1/2007 TO 1/31/2007**

DATE: 2/6/2007  
 TIME: 3:29:35PM

<u>CHECK NO.</u>	<u>CHECK DATE</u>	<u>VENDOR</u>	<u>ITEM AMOUNT</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ACCOUNT DESCRIPTION</u>
27407	1/30/2007	BAKER & TAYLOR CO	17.92	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	17.95		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	17.98		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	18.95		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	19.95		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	20.45		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	20.56		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	20.90		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	21.02		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	21.16		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	21.49		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	21.52		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	22.46		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	23.18		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	23.23		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	23.40		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	23.70		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	23.82		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	23.90		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	24.51		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	24.95		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	25.08		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	25.16		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	25.48		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	26.22		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	26.91		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	26.96		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	27.44		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	27.47		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	27.50		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	28.22		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	28.44		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	28.50		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	28.61		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	29.20		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	29.22		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	29.23		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	29.58		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	29.67		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	29.95		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	30.03		35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	30.14		35593515 - 458000	BOOKS & PERIODICALS



**CITY OF DECATUR  
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27407	1/30/2007	BAKER & TAYLOR CO	30.36	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	31.62	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	31.69	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	32.22	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	32.70	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	33.28	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	35.40	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	36.37	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	36.94	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	37.14	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	37.42	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	37.62	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	37.95	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	38.52	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	39.24	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	39.33	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	39.64	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	40.95	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	41.24	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	42.21	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	42.66	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	42.77	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	43.30	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	43.76	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	45.14	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	45.54	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	46.46	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	47.79	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	49.50	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	53.06	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	53.34	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	55.05	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	55.57	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	55.58	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	57.26	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	57.34	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	58.65	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	58.80	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	60.17	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	60.72	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	63.74	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	64.90	BOOKS	35593515 - 458000	BOOKS & PERIODICALS

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**FOR INVOICES FROM 1/1/2007 TO 1/31/2007**

DATE: 2/6/2007  
 TIME: 3:29:35PM

<u>CHECK NO.</u>	<u>CHECK DATE</u>	<u>VENDOR</u>	<u>ITEM AMOUNT</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ACCOUNT DESCRIPTION</u>
27407	1/30/2007	BAKER & TAYLOR CO	64.92	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	67.90	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	71.10	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	72.53	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	84.53	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	84.88	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	85.27	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	85.28	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	86.78	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	87.21	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	89.25	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	89.43	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	95.58	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	101.69	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	101.75	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	117.81	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	118.75	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	129.21	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	131.10	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	134.28	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	148.40	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	151.29	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	152.04	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	158.59	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	162.65	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	172.08	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	177.70	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	179.66	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	188.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	189.91	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	207.62	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	210.65	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	240.79	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	255.27	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	257.15	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	290.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	291.07	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	298.17	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	304.12	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	345.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	374.56	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	944.05	BOOKS	35593515 - 458000	BOOKS & PERIODICALS



**CITY OF DECATUR  
LIBRARY FUNDS CHECK REGISTER  
FOR INVOICES FROM 1/1/2007 TO 1/31/2007**

DATE: 2/6/2007  
TIME: 3:29:35PM

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27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	-129.96	BOOKS' CREDIT	35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	-66.12	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	-66.12	CREDIT	35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	-22.02		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	-19.08	BOOKS' CREDIT	35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	-18.35	CREDIT	35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	5.93	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	6.34		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	6.79		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	7.33		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	9.53		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	9.54		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	10.99		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	11.00		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	11.01		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	11.02		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	11.88		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	13.48		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	14.23		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	14.69		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	18.32		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	18.34		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	19.08		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	19.81		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	19.83		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	20.57		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	20.99		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	21.30		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	21.98		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	22.01		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	22.02		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	23.76		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	24.62		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	25.36		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	28.66		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	29.34		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	29.36		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	29.38		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	33.05		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	33.05		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	38.84		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	41.98		35593515 - 458000	BOOKS & PERIODICALS



**CITY OF DECATUR  
LIBRARY FUNDS CHECK REGISTER  
FOR INVOICES FROM 1/1/2007 TO 1/31/2007**

DATE: 2/6/2007  
TIME: 3:29:35PM

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27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	42.60	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	44.08		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	67.12		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	73.41		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	81.64		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	86.68		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	87.88		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	102.83		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	174.84		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	228.23		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	254.08		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	261.56		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	265.84		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	297.83		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	331.15		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	360.51		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	372.28		35593515 - 458000	BOOKS & PERIODICALS
27408	1/30/2007	BAKER & TAYLOR ENTERTAINMENT	428.43		35593515 - 458000	BOOKS & PERIODICALS
27410	1/30/2007	BARBCK COMMUNICATIONS GROUP	49.99	TELEPHONE CHRGS-HPADSET	35593512 - 423300	TELEPHONE
27413	1/30/2007	BINDER PLUMBING & HEATING, INC	38.95	BUDGMAT-1AUCTT CARTRIDGE	35593512 - 432000	MATERIALS - BUILDINGS
27417	1/30/2007	BOOK WHOLESALERS, INC.	-16.96	BOOKS CREDIT	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	4.59	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	5.22		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	5.24		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	5.88		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	6.06		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	6.55		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	6.56		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	8.55		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	8.58		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	9.13		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	9.17		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	9.67		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	9.69		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	9.83		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	9.87		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	10.26		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	10.27		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	10.29		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	10.30		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	10.89		35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	11.73		35593515 - 458000	BOOKS & PERIODICALS

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FOR INVOICES FROM 1/1/2007 TO 1/31/2007**

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27417	1/30/2007	BOOK WHOLESALERS, INC.	12.10	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	13.72	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	14.41	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	14.58	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	15.11	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	15.13	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	15.69	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	18.12	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	18.80	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	20.58	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	21.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	21.15	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	21.44	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	22.06	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	22.68	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	23.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	23.99	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	24.22	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	25.71	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	25.85	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	28.25	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	28.46	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	29.10	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	30.22	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	30.29	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	30.87	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	32.64	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	34.24	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	34.31	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	35.24	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	36.32	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	37.80	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	39.47	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	39.94	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	40.34	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	41.08	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	42.33	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	42.71	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	42.86	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	43.65	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	46.41	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	47.41	BOOKS	35593515 - 458000	BOOKS & PERIODICALS



DATE: 2/6/2007  
 TIME: 3:29:35PM

**G I T , F D E C A T U R  
 LIBRARY FUNDS CHECK REGISTER  
 FOR INVOICES FROM 1/1/2007 TO 1/31/2007**

<u>CHECK NO.</u>	<u>CHECK DATE</u>	<u>VENDOR</u>	<u>ITEM AMOUNT</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ACCOUNT DESCRIPTION</u>
27417	1/30/2007	BOOK WHOLESALERS, INC.	48.41	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	48.44	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	49.48	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	52.20	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	56.73	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	57.52	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	57.75	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	58.16	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	61.05	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	62.57	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	62.81	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	64.99	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	68.52	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	72.50	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	72.55	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	79.37	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	79.82	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	84.97	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	85.08	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	85.76	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	87.92	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	90.57	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	96.79	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	98.30	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	98.38	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	103.54	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	109.55	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	121.06	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	123.55	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	125.39	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	152.96	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	157.46	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	160.40	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	174.55	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	187.59	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27417	1/30/2007	BOOK WHOLESALERS, INC.	242.83	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27418	1/30/2007	BOOKPAGE	360.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27425	1/30/2007	CENTER POINT LARGE PRINT	24.71	MAG/PAPERS	35593515 - 458841	MAG/PAPERS - MAIN ADULT
27429	1/30/2007	CHICAGO DISTRIBUTION CENTER	165.58	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27430	1/30/2007	CING	101.52	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27431	1/30/2007	CING	94.01	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27436	1/30/2007	COLUMBIA UNIVERSITY PRESS	260.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS



**CITY OF DECATUR  
LIBRARY FUNDS CHECK REGISTER  
FOR INVOICES FROM 1/1/2007 TO 1/31/2007**

DATE: 2/6/2007  
TIME: 3:29:35PM

CHECK NO.	CHECK DATE	VENDOR	ITEM AMOUNT	ITEM DESCRIPTION	ACCOUNT #	ACCOUNT DESCRIPTION
27456	1/30/2007	EATOCK, DAVID	45.00	BOOK RET'D-HI. CHIRGS-PROF SERV	35593512 - 428000	PROFESSIONAL SERVICES
27495	1/30/2007	JAN MASTER, INC.	92.60	JANITORIAL SUPPLIES	35593512 - 431200	JANITORIAL SUPPLIES
27512	1/30/2007	MARSHALL CAVENDISH CORP.	819.90	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27535	1/30/2007	PROQUEST INFORMATION & LEARNING	3,265.00		35593515 - 458000	BOOKS & PERIODICALS
27536	1/30/2007	R.R. BOWKER	282.15		35593515 - 458000	BOOKS & PERIODICALS
27537	1/30/2007	RANDOM HOUSE, INC	18.40		35593515 - 458000	BOOKS & PERIODICALS
27537	1/30/2007	RANDOM HOUSE, INC	210.80		35593515 - 458000	BOOKS & PERIODICALS
27541	1/30/2007	RILEY'S DECATUR SAWER	90.00	AUGERED STOOL-SERV BLDG	35593512 - 421000	SERVICE TO MAINT BUILDING
27559	1/30/2007	THOMSON GALE	366.25	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27566	1/30/2007	U.S.A. CLEAN	12.70	SUPPLIES FOR SWEEPER	35593512 - 431200	JANITORIAL SUPPLIES
27566	1/30/2007	U.S.A. CLEAN	25.40		35593512 - 423300	TELEPHONE
27568	1/30/2007	VERIZON WIRELESS	189.31	//980380615-00001 ACCT	35593512 - 421300	SERV-OFFICE EQUIPMENT
27572	1/30/2007	WATTS COPY SYSTEMS	317.00	MONTHLY MAINT/COPIERS	35593515 - 458000	BOOKS & PERIODICALS
27573	1/30/2007	WEST GROUP	367.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
27573	1/30/2007	WEST GROUP	451.00		35593515 - 458000	BOOKS & PERIODICALS
27573	1/30/2007	WEST GROUP	456.00		35593515 - 458000	BOOKS & PERIODICALS
27581	1/30/2007	ZIEGLER, SHAWN	85.00	AUGERED STOOL-SERV BLDG	35593512 - 421000	SERVICE TO MAINT BUILDING
<b>35 LIBRARY FUND Total</b>			<b>80,037.62</b>			
<b>59 LIBRARY TRUST FUNDS</b>						
27407	1/30/2007	BAKER & TAYLOR CO	15.77	BOOKS	59595942 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	27.68		59595942 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	31.95		59595942 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	50.47		59595942 - 458000	BOOKS & PERIODICALS
27407	1/30/2007	BAKER & TAYLOR CO	66.90		59595942 - 458000	BOOKS & PERIODICALS
27559	1/30/2007	THOMSON GALE	22.36		59595942 - 458000	BOOKS & PERIODICALS
27559	1/30/2007	THOMSON GALE	47.12		59595942 - 458000	BOOKS & PERIODICALS
<b>59 LIBRARY TRUST FUNDS Total</b>			<b>262.25</b>			

WARRANT TOTAL: **80,299.87**

A library's service area may encompass many diverse groups. The needs, interests, and points of view of the community range over the broad spectrum of subjects that are of interest to contemporary society. Intellectual freedom and the right to read are the cornerstones upon which all library services should be based. *Planning for Excellence*, p. 41.

The public library provides a wide range of materials in a variety of formats and in sufficient quantity to meet the needs and interests of the community. The collection is timely, current, and responsive to the community it serves. The key to quality collection management is adequate funding and professionally trained collection managers.

Two integral elements of collection management are resource sharing and cooperative collection management. No one library can provide from its own collection all the materials that are required to meet the needs of its patrons. It is imperative that library staff are knowledgeable about methods of resource sharing, understand its immeasurable value, and actively promote and facilitate interlibrary loan and reciprocal borrowing.

Electronic delivery of information will increasingly affect the development of reference collections. Library planners need to be knowledgeable about electronic products and services and integrate them into library collections when appropriate.

### Applicable Core Standards

- Core 12.** The library has a board-approved mission statement, long-range plan, a disaster prevention and recovery plan, and policies. Such policies include but are not limited to the following topics: personnel; reference; use of the library's materials, services, and facilities including use of the library for exhibits and meetings; and collection management. Illinois statutory law specifically requires the board to establish and review at least biennially a written policy for the selection of library materials (as part of the library's collection management policy) and the use of library materials and facilities [75 ILL. COMP. STAT. ANN. 5/4-7.2 or 75 ILL. COMP. STAT. ANN. 16/30-60]. All library policies are in compliance with state and federal laws. (See appendix 2.2.)
- Core 16.** The library adopts and adheres to the principles set forth in the American Library Association's *Library Bill of Rights* and other ALA intellectual freedom statements and interpretations. (See appendices 2.4-2.6 for ALA *Library Bill of Rights* and other ALA intellectual freedom statements.)
- Core 19.** The library is a member of an Illinois multitype library system and participates in resource sharing through interlibrary loan and reciprocal borrowing.
- Core 21.** The library provides access to ILLINET Online.
- Core 25.** The library spends a minimum of 12 percent of its operating budget on materials for patrons. For the purposes of this document, the operating budget includes all disbursements except capital expenditures.

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Health and life insurance; FICA, IMRF, or other pension plans; and all other insurance are part of the operating budget. Capital expenditures include remodeling and building, equipment and furniture, and any other items that are included as fixed assets in the audit. Materials include books, audiovisual materials, periodicals, telecommunication costs for reference services, fees for online information services, and CD-ROM products. Costs related to the installation and maintenance of a LAN or a shared or stand-alone bibliographic database are not included.

## Supplemental Standards

1. The library has a board-approved, written collection management policy based on professional standards, community needs and interests, and the diversity of American society. The policy is reviewed by the board biennially and is available to the public. (See appendix 4.1 for topics recommended for consideration in a collection management policy.)
2. Staff responsible for collection management are professionally trained in the general principles of selection and weeding as well as in their specific areas of responsibility. Staff select new materials and evaluate the collection for retention or withdrawal in conformance with the collection management policy. Such library staff regularly attend continuing education workshops on collection management.
3. Staff responsible for collection management have access to a variety of selection tools.
4. The library staff uses accepted professional techniques for collection management. Such techniques include quantitative measures (circulation-per-capita and turnaround rates), weeding (The CREW Method), user surveys and questionnaires.
5. The library places a high budgetary priority on collection development. Although use of the collection and the size of the population are the primary factors, there may be additional factors that may affect the size of the collection. Local history, genealogy, and a linguistically diverse population are some examples of these factors.
6. Existing and future use of electronic sources will affect the need to provide hard copy of some periodicals. (See appendix 4.2 and 4.3 for book and periodical collection tables.)
7. Nonprint collections play an increasingly important role in most public libraries. Building program consultants are typically recommending that the size of the AV collections be an amount equal to 10 percent of the book collection. Factors including a linguistically diverse population and the number of formats for each title will affect this percentage.
8. The library provides access to materials in a variety of formats to ensure equal access for the disabled of all ages. Examples of some of these formats are books on cassette; books in Braille; information in electronic formats; and closed captioned, described, or signed videos.
9. The library publicizes and promotes interlibrary loan to its patrons. The library develops procedures that ensure that interlibrary loan is a simple and effective way for patrons to receive materials and information.



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Cassell, Kay A., and Elizabeth Futas. *Developing Public Library Collections, Policies and Procedures: A How-to-Do-It Manual for Small and Medium Sized Public Libraries*. New York: Neal-Schuman, 1991.

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Pitman, Randy. *The Video Librarian's Guide to Collection Development and Management*. New York: G. K. Hall, 1992.

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## Topics Recommended for a Collection Management Policy

1. Description of community to be served
2. Description of user groups to be served (children, young adults, nonEnglish speaking, adult new reader, audio and visually challenged, etc.)
3. Purpose of the collection
4. Responsibility for collection management
5. Parameters of the collection, including subject areas, formats, etc.
6. Criteria for selection, replacement, and withdrawal
7. Gifts
8. Provision for user requests
9. Reconsideration of materials
10. Statement on intellectual freedom adopting the *Library Bill of Rights* and other ALA intellectual freedom statements (See appendices 2.4 - 2.6.)



## Appendix 4.2

### Book Collection Table

	Volumes per Capita in addition to base volumes	Volumes per Capita in addition to base volumes	Volumes per Capita in addition to base volumes	Volumes per Capita in addition to base volumes	Volumes per Capita in addition to base volumes
Population	Base	Minimum	Growing	Established	Advanced
Less than 1,000	2,000	5	7	11	17
1,000 - 2,499	6,000	2	3	7	13
2,500 - 4,999	10,000	1.75	2.75	5	9
5,000 - 9,999	18,000	1.25	2.5	4	7.5
10,000 - 14,999	35,000	0.6	2	2.75	6
15,000 - 24,999	45,000	0.6	2	2.75	5.5
25,000 - 49,999	70,000	0.5	2	2.75	5.25
50,000 - 74,999	110,000	0.5	2	2.5	4.75
75,000 - 99,999	150,000	0.4	1.75	2.25	4.5
Over 100,000	220,000	0.4	1.75	2.25	4

#### Example

1. The library's jurisdictional population is 38,000.
2. The library determines that it wishes to achieve the "established" level.
3. The library's population is in the 25,000 - 49,999 range. Therefore the "base" for the library is 70,000.
4. The "established" level for this population range is 2.75 volumes per capita.
5. Multiply 2.75 times 38,000 (the jurisdictional population) = 104,500.
6. Add this number (104,500) to the base (70,000) for a total of 174,500 volumes.

**Note:** The "base" is not a level. It is a number that is used in the calculation.

## Appendix 4.3

### Periodical Collection Table

	Subscriptions per Capita in addition to base subscription	Subscriptions per Capita in addition to base subscription	Subscriptions per Capita in addition to base subscription	Subscriptions per Capita in addition to base subscription	Subscriptions per Capita in addition to base subscription
Population	Base	Minimum	Growing	Established	Advanced
Less than 1,000	15	15	30	50	70
1,000 - 2,499	20	15	20	30	40
2,500 - 4,999	30	15	20	25	30
5,000 - 9,999	45	10	15	20	25
10,000 - 14,999	60	8	12	14	18
15,000 - 24,999	120	8	12	14	18
25,000 - 49,999	180	6	8	10	18
50,000 - 74,999	250	4	6	9	18
75,000 - 99,999	450	3	5	7	14
Over 100,000	600	2	4	6	12

#### Example

1. The library's jurisdictional population is 1,200.
2. The library wishes to achieve a level of "growing."
3. The library's population places it in the 1,000 - 2,499 range. The "base" for this range is 20 subscriptions.
4. The number of additional subscriptions per 1,000 population for the "growing" level in this range is 20.
5. Multiply 1.2 (the jurisdictional population divided by 1,000) times 20 = 24.
6. Add this number (24) to the base number (20) for a total of 44 periodical subscriptions.

**Note:** The "base" is not a level. It is a number to be used in the calculation.