



DECATUR PUBLIC LIBRARY

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Board of Trustees FINANCE AND PROPERTIES COMMITTEE

Meeting

Wednesday, March 10, 2021

4:30 p.m.

Remote Meeting via Zoom

Meeting Video Link:

<https://us02web.zoom.us/j/84812451440?pwd=Y2kzTjNISytmNHl6eEtEVnk0VFIWUT09>

Meeting Phone Number: 312-626-6799

Meeting ID: 848 1245 1440

AGENDA

- I. Call to Order** – Amy Stockwell
Remote Attendance. Pursuant to State Executive Orders 2020-07 and 2020-18, which temporarily suspend the in-person presence requirements and eliminate the limitation on remote access of the Illinois Open Meetings Act due to the COVID-19 pandemic, the Board is suspending the usual “Electronic Attendance and Voting” section of the Board Bylaws, and will allow all Board members to attend this meeting remotely and fully participate remotely.
- II. Approval of Agenda**
- III. Minutes**—January 13, 2021 Meeting
- IV. Public Comment**— Due to the Governor’s order, The Decatur Public Library’s Board Room will be not be open to the public during this Library Board Committee Meeting. For those wishing to provide public input, please email your statement to rmeyer@decaturlibrary by 4:00 pm Wednesday March 10, 2021. Your statement will be read into the record per Library Board public input rules. Anyone can attend virtually via Zoom. Additional instructions are attached.
- V. Old Business**

A. Capital Needs (Discussion)

B. Other

VI. New Business

A. January & February 2021 Check Register (Action)

B. 2021 Budget Report (Discussion)

C. Authority to Spend (Action)

D. Other

VII. Adjournment



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DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES Finance and Properties Minutes

Date: January 13, 2021

Time: 4:30 p.m.

Location: Decatur Public Library Board Room

Board Members

President:

Samantha Carroll

Members:

Sofia Xethalis

Amy Stockwell

Gregg Zientara

Michael Sexton

Susan Avery

Karl Coleman

Present: Amy Stockwell (Chair)

Samantha Carroll

Gregg Zientara

Sofia Xethalis

Staff: Rick Meyer, City Librarian

Robert Edwards, Asst. City Librarian

Betti Jo Heckwine, Administrative Aide

Absent:

Guests:

Call to Order:

Ms. Stockwell called the meeting to order at 4:30 p.m.

Remote Attendance. Pursuant to State Executive Orders 2020-07 and 2020-18, which temporarily suspend the in-person presence requirements and eliminate the limitation on remote access of the Illinois Open Meetings Act due to the COVID-19 pandemic, the Board is suspending the usual "Electronic Attendance and Voting" section of the Board Bylaws, and will allow all Board members to attend this meeting remotely and fully participate remotely.

Agenda

There was a request to approve the agenda by Ms. Stockwell, there was a motion to approve the agenda by Ms. Xethalis, it was seconded by Ms. Carroll. Roll Call vote, Ms. Carroll yes, Ms. Xethalis yes, and Ms. Stockwell yes, unanimously approved.

Minutes- Ms. Stockwell requested a motion to accept the minutes, Ms. Xethalis made a motion to accept the minutes as presented, seconded by Ms. Carroll. Roll Call vote, Ms. Carroll yes, Ms. Xethalis yes, and Ms. Stockwell yes, unanimously approved.

Public comments

None

Written Communications from the Public

None

Old Business

Landscaping

Discussed that it was a lot greener in November and that they would have to wait and see how it is in the spring.

New Business

Check register for November and December 2020

The Finance and Properties committee did not have any questions regarding the November check register. Discussed the expenses of the December check register, SenSource for \$180.00 is software to track building capacity. Mama's Boyz, Inc. for \$1,500.00 is for Jerry Craft to discuss his book on a virtual program. Various databases were discussed.

Ms. Stockwell requested a motion to present the November and December check register to the full board for approval, motion made by Mr. Xethalis, seconded by Ms. Carroll, vote by roll call, Ms. Carroll yes, Mr. Zientara yes, Ms. Xethalis yes, and Ms. Stockwell yes, unanimously approved.

2020 Budget Report

Final budget report for 2020 shows about \$100,000.00 in the black. Mr. Zientara stated the library received another property tax disbursement from the 2020 fiscal year in January 2021

2021 Meeting Schedule

Schedule for committee meetings agreed to be the 2nd Wednesday of each month at 4:30pm. Ms. Stockwell requested a motion to adopt the schedule, Ms. Xethalis made the motion, seconded by Ms. Carroll, unanimously approved.

Discussed plans and updates of the library returning to the normal operating schedule, no meetings or programs in the library, masks will be enforced, and other ways to offer service, curbside and whatever is needed.

Mr. Meyer shared an email that was thanking and complimenting Shelley Whiteside, for picking out books for he, and for curbside service.

Ms. Stockwell requested a motion to adjourn at 5:10 p.m., Ms. Carroll made the motion, seconded by Ms. Xethalis. Ms. Stockwell took a roll call vote, Mr. Zientara yes, Ms. Carroll yes, Ms. Xethalis yes, and Ms. Stockwell yes, unanimously approved.

Scribe,
Betti Jo Heckwine
Administrative Aide
Edited by
Rick Meyer
City Librarian

Approval pending
(draft 02/05/21)



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Library Expenditures 1-1-2021 to 1-31-2021

35 LIBRARY FUND

| <u>CHECK NO.</u> | <u>CHECK</u> | <u>VENDOR</u> | <u>ITEM AMOUNT</u> | <u>ITEM DESCRIPTION</u> | <u>ACCOUNT DESCRIPTION</u> |
|------------------|--------------|---------------------------|--------------------|----------------------------|----------------------------|
| 138813 | 01/07/2021 | CENTER POINT LARGE PRINT | 2,060.10 | LARGE PRINT STANDING ORDER | BOOKS & PERIODICALS |
| 138868 | 01/07/2021 | WORLD TRADE PRESS | 2,800.00 | DATABASE SUBSCRIPTIONS | BOOKS & PERIODICALS |
| 138881 | 01/14/2021 | BAKER & TAYLOR CO | 226.83 | BOOKS AND ENTERTAINMENT 2 | BOOKS & PERIODICALS |
| 139081 | 01/26/2021 | BAKER & TAYLOR CO | 43.39 | | BOOKS & PERIODICALS |
| 139081 | 01/26/2021 | BAKER & TAYLOR CO | 143.31 | | BOOKS & PERIODICALS |
| 139081 | 01/26/2021 | BAKER & TAYLOR CO | 223.93 | | BOOKS & PERIODICALS |
| 139081 | 01/26/2021 | BAKER & TAYLOR CO | 281.39 | | BOOKS & PERIODICALS |
| 139081 | 01/26/2021 | BAKER & TAYLOR CO | 514.92 | | BOOKS & PERIODICALS |
| 139118 | 01/26/2021 | GALE GROUP, INC. | 6,228.72 | LARGE PRINT STANDING ORDER | BOOKS & PERIODICALS |
| 139130 | 01/26/2021 | KANOPY | 396.00 | LIBRARY STREAMING SERVICE | BOOKS & PERIODICALS |
| 139143 | 01/26/2021 | MIDWEST TAPE, LLC | 63.98 | AV MATERIALS AND HOOPLA | BOOKS & PERIODICALS |
| 139143 | 01/26/2021 | MIDWEST TAPE, LLC | 162.96 | | BOOKS & PERIODICALS |
| 139143 | 01/26/2021 | MIDWEST TAPE, LLC | 174.95 | | BOOKS & PERIODICALS |
| 139143 | 01/26/2021 | MIDWEST TAPE, LLC | 366.92 | | BOOKS & PERIODICALS |
| 139143 | 01/26/2021 | MIDWEST TAPE, LLC | 1,761.55 | | BOOKS & PERIODICALS |
| Total | | | 15,448.95 | | |
| 139073 | 01/26/2021 | AMERICAN LIBRARY ASSOCIAT | 280.00 | MEMBERSHIP RENEWAL R MEY | MEMBERSHIP FEES |
| Total | | | 280.00 | | |
| 139081 | 01/26/2021 | BAKER & TAYLOR CO | 2.49 | BOOKS AND ENTERTAINMENT 2 | OFFICE SUPPLIES |
| Total | | | 2.49 | | |
| 139081 | 01/26/2021 | BAKER & TAYLOR CO | 10.77 | | OFFICE SUPPLIES |
| 139081 | 01/26/2021 | BAKER & TAYLOR CO | 17.73 | | OFFICE SUPPLIES |
| Total | | | 28.50 | | |
| 138816 | 01/07/2021 | COMMERCIAL MAIL SERVICES | 181.86 | DEC 16 - DEC 31'20 | POSTAGE |
| 139099 | 01/26/2021 | COMMERCIAL MAIL SERVICES | 265.33 | JAN 4 - JAN 15'21 | POSTAGE |

| | | | | | | |
|--------------|-----------|------------|---------------------------|----------|--------------------------|--------------------------|
| Total | | | | 447.19 | | |
| | 139110 | 01/26/2021 | ERICKSON DAVIS, ATTORNEYS | 240.00 | LEGAL SERVICES | PROFESSIONAL SERVICES |
| Total | | | | 240.00 | | |
| | 138890 | 01/14/2021 | CALL ONE | 826.13 | ACCT 1212890 | TELEPHONE |
| Total | | | | 826.13 | | |
| | 139113 | 01/26/2021 | EXPRESS SERVICES, INC | 307.95 | D TAYLOR WK END 1/10/21 | TEMP AGENCY SERVICES |
| | 139113 | 01/26/2021 | EXPRESS SERVICES, INC | 307.95 | D TAYLOR WK END 12/20/20 | TEMP AGENCY SERVICES |
| | 139113 | 01/26/2021 | EXPRESS SERVICES, INC | 410.60 | D TAYLOR WK END 01/03/21 | TEMP AGENCY SERVICES |
| | 139113 | 01/26/2021 | EXPRESS SERVICES, INC | 451.66 | D TAYLOR WK END 12/27/20 | TEMP AGENCY SERVICES |
| Total | | | | 1,478.16 | | |
| | 923004579 | 01/14/2021 | REGIONS/CREDIT CARD | 948.96 | ACCT 3978 | TRAINING SCHOOL EXPENSES |
| Total | | | | 948.96 | | |

Total 19700.38

| | | | | | | |
|----------------------------|--------|------------|----------------------|--------|--|---------------------|
| LIBRARY TRUST FUNDS | | | | | | |
| | 138909 | 01/14/2021 | EDC EDUCATIONAL SVCS | 4.99 | DIRECT ORDER CHILDRENS BOC BOOKS & PERIODICALS | |
| | 139081 | 01/26/2021 | BAKER & TAYLOR CO | 19.06 | BOOKS AND ENTERTAINMENT 2 BOOKS & PERIODICALS | |
| | 139081 | 01/26/2021 | BAKER & TAYLOR CO | 333.03 | | BOOKS & PERIODICALS |
| Total | | | | 357.08 | | RLE |

Grand Total 20,057.46

**CITY OF DECATUR
LIBRARY FUNDS CHECK REGISTER**

FOR INVOICES FROM 2/1/2021 TO 2/28/2021

| | <u>CHECK NO.</u> | <u>CHECK</u> | <u>VENDOR</u> | <u>ITEM AMOUNT</u> | <u>ITEM DESCRIPTION</u> |
|---------------------|------------------|--------------|----------------------------|--------------------|--|
| ADVERTISING | 139479 | 2/18/2021 | HERALD & REVIEW | 421.00 | ACCT 111-60000246 |
| ADVERTISING | | | | 421.00 | |
| BOOKS & PERIODICALS | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 11.76 | |
| BOOKS & PERIODICALS | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 30.84 | |
| BOOKS & PERIODICALS | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 50.79 | |
| BOOKS & PERIODICALS | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 71.52 | |
| BOOKS & PERIODICALS | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 92.02 | |
| BOOKS & PERIODICALS | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 99.08 | |
| BOOKS & PERIODICALS | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 176.53 | |
| BOOKS & PERIODICALS | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 201.00 | |
| BOOKS & PERIODICALS | 139216 | 2/2/2021 | GALE GROUP, INC. | 20.00 | RELIGIONS OF AMERICA FEE |
| BOOKS & PERIODICALS | 139216 | 2/2/2021 | GALE GROUP, INC. | 150.00 | DATABASE SUBSCRIPTIONS |
| BOOKS & PERIODICALS | 139216 | 2/2/2021 | GALE GROUP, INC. | 1,330.00 | RELIGIONS OF AMERICA FEE |
| BOOKS & PERIODICALS | 139216 | 2/2/2021 | GALE GROUP, INC. | 2,400.00 | MISS HUMBLEBEES ACADEMY SUBSCRIPTION |
| BOOKS & PERIODICALS | 139216 | 2/2/2021 | GALE GROUP, INC. | 21,431.20 | DATABASE SUBSCRIPTIONS |
| BOOKS & PERIODICALS | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 9.74 | |
| BOOKS & PERIODICALS | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 10.49 | |
| BOOKS & PERIODICALS | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 10.79 | |
| BOOKS & PERIODICALS | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 11.24 | |
| BOOKS & PERIODICALS | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 18.74 | |
| BOOKS & PERIODICALS | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 20.24 | |
| BOOKS & PERIODICALS | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 88.29 | |
| BOOKS & PERIODICALS | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 140.30 | |
| BOOKS & PERIODICALS | 139240 | 2/2/2021 | OVERDRIVE | 2,000.00 | DEPOSIT ON ACCOUNT FOR CONTENT PURCHASES |
| BOOKS & PERIODICALS | 139242 | 2/2/2021 | PROQUEST INFORMATION & LEA | 2,768.48 | FOLD3 LIBRARY EDITION |
| BOOKS & PERIODICALS | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 17.72 | |
| BOOKS & PERIODICALS | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 42.74 | |
| BOOKS & PERIODICALS | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 113.73 | |
| BOOKS & PERIODICALS | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 115.32 | |
| BOOKS & PERIODICALS | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 129.78 | |
| BOOKS & PERIODICALS | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 264.03 | |
| BOOKS & PERIODICALS | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 269.00 | |
| BOOKS & PERIODICALS | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 385.94 | |

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|---------------------|--------|-----------|-------------------|---------------------------------------|
| BOOKS & PERIODICALS | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 396.98 |
| BOOKS & PERIODICALS | 139297 | 2/9/2021 | BOOKPAGE | 354.00 12 MONTHLY SHIPMENTS OF BOOKPA |
| BOOKS & PERIODICALS | 139366 | 2/9/2021 | MIDWEST TAPE, LLC | 34.99 |
| BOOKS & PERIODICALS | 139366 | 2/9/2021 | MIDWEST TAPE, LLC | 84.68 |
| BOOKS & PERIODICALS | 139366 | 2/9/2021 | MIDWEST TAPE, LLC | 124.97 |
| BOOKS & PERIODICALS | 139394 | 2/9/2021 | SAM'S CLUB | 49.10 |
| BOOKS & PERIODICALS | 139473 | 2/18/2021 | GALE GROUP, INC. | 38.35 DIRECT ORDER FOR LP |
| BOOKS & PERIODICALS | 139499 | 2/18/2021 | MIDWEST TAPE, LLC | 39.99 AV MATERIALS AND HOOPLA |
| BOOKS & PERIODICALS | 139499 | 2/18/2021 | MIDWEST TAPE, LLC | 64.98 |
| BOOKS & PERIODICALS | 139499 | 2/18/2021 | MIDWEST TAPE, LLC | 67.98 |
| BOOKS & PERIODICALS | 139499 | 2/18/2021 | MIDWEST TAPE, LLC | 99.97 |
| BOOKS & PERIODICALS | 139499 | 2/18/2021 | MIDWEST TAPE, LLC | 184.95 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 25.19 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 40.11 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 55.72 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 65.76 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 66.14 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 125.35 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 134.68 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 161.62 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 165.98 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 224.68 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 350.97 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 363.88 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 430.12 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 477.99 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 544.29 BOOKS AND ENTERTAINMENT 2021 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 833.00 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 898.02 |
| BOOKS & PERIODICALS | 139589 | 2/23/2021 | GALE GROUP, INC. | 568.50 DIRECT ORDER FOR LARGE PRINT |
| BOOKS & PERIODICALS | 139604 | 2/23/2021 | KANOPY | 310.00 LIBRARY STREAMING SERVICE |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 8.98 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 10.49 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 11.24 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 18.74 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 29.98 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 33.72 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 62.96 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 86.95 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 87.66 |

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|-----------------------|--------|-----------|------------------------------|--|
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 95.21 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 149.97 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 179.95 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 184.95 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 212.13 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 257.90 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 290.77 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 365.80 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 380.75 AV MATERIALS AND HOOPLA |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 389.90 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 410.90 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 520.25 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 598.22 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 616.98 |
| BOOKS & PERIODICALS | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 2,002.79 |
| BOOKS & PERIODICALS | | | | 46,871.44 |
| COMPUTER SOFTWARE | 139185 | 2/2/2021 | ATLAS BUSINESS SOLUTIONS, IN | 1,338.00 SCHEDULE ANYWHERE LICENSE |
| COMPUTER SOFTWARE | | | | 1,338.00 |
| CONFERENCES & TRAVEL | 139519 | 2/18/2021 | LIBRARY JOURNAL | 1,440.00 EQUITY IN ACTION / ONLINE WORKSHOP |
| CONFERENCES & TRAVEL | | | | 1,440.00 |
| LOST OR DAMAGED BOOKS | 139330 | 2/9/2021 | ELKHART PUBLIC LIBRARY DIST | 12.99 T GARLAND / LOST ITEMS |
| LOST OR DAMAGED BOOKS | 139336 | 2/9/2021 | FORSYTH PUBLIC LIBRARY | 10.99 A SHAUGHNESSY / LOST ITEMS |
| LOST OR DAMAGED BOOKS | 139369 | 2/9/2021 | MILFORD DISTRICT LIBRARY | 20.00 A SHAUGHNESSY / LOST ITEMS |
| LOST OR DAMAGED BOOKS | 139434 | 2/18/2021 | BELLEVILLE PUBLIC LIBRARY | 23.95 LOST OR DAMAGED MATERIALS D STREIGHT |
| LOST OR DAMAGED BOOKS | 139464 | 2/18/2021 | EFFINGHAM PUBLIC LIBRARY | 5.00 LOST OR DAMAGED MATERIALS/ M JOHNSON |
| LOST OR DAMAGED BOOKS | 139480 | 2/18/2021 | HERRIN CITY LIBRARY | 31.00 LOST OR DAMAGED MATERIALS / PATRON# 21202008412063 |
| LOST OR DAMAGED BOOKS | 139497 | 2/18/2021 | MASCOUTAH PUBLIC LIBRARY | 17.00 LOST OR DAMAGED MATERIALS PATRON 21202008420272 |
| LOST OR DAMAGED BOOKS | 139507 | 2/18/2021 | NASHVILLE PUBLIC LIBRARY | 19.99 LOST OR DAMAGED MATERIAL / C EDEN |
| LOST OR DAMAGED BOOKS | | | | 140.92 |
| MEMBERSHIP FEES | 139223 | 2/2/2021 | ILLINOIS LIBRARY ASSOCIATION | 150.00 2021 MEMBERSHIP A HENKEL |
| MEMBERSHIP FEES | 139224 | 2/2/2021 | ILLINOIS LIBRARY ASSOCIATION | 250.00 2021 MEMBERSHIP R MEYER |
| MEMBERSHIP FEES | | | | 400.00 |
| OFFICE SUPPLIES | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 3.96 BOOKS AND ENTERTAINMENT 2021 |
| OFFICE SUPPLIES | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 4.38 |
| OFFICE SUPPLIES | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 8.28 |
| OFFICE SUPPLIES | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 9.20 |
| OFFICE SUPPLIES | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 15.75 |
| OFFICE SUPPLIES | 139193 | 2/2/2021 | CDW GOVERNMENT INC | 60.35 YELLOW INK |
| OFFICE SUPPLIES | 139193 | 2/2/2021 | CDW GOVERNMENT INC | 69.63 WHITE INKJET |
| OFFICE SUPPLIES | 139206 | 2/2/2021 | DEMCO INC | 99.31 BOOK TAPE/CLOTH TAPE |

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|-----------------|--------|-----------|-----------------------------|--|
| OFFICE SUPPLIES | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 1.15 AV MATERIALS AND HOOPLA |
| OFFICE SUPPLIES | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 1.25 |
| OFFICE SUPPLIES | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 1.50 |
| OFFICE SUPPLIES | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 3.90 |
| OFFICE SUPPLIES | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 11.40 |
| OFFICE SUPPLIES | 139236 | 2/2/2021 | MIDWEST TAPE, LLC | 15.00 |
| OFFICE SUPPLIES | 139258 | 2/2/2021 | ULINE | 53.69 THANK YOU BAGS |
| OFFICE SUPPLIES | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 1.38 BOOKS AND ENTERTAINMENT 2021 |
| OFFICE SUPPLIES | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 5.34 |
| OFFICE SUPPLIES | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 10.95 |
| OFFICE SUPPLIES | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 16.44 |
| OFFICE SUPPLIES | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 17.04 |
| OFFICE SUPPLIES | 139289 | 2/9/2021 | BAKER & TAYLOR CO | 21.69 |
| OFFICE SUPPLIES | 139291 | 2/9/2021 | BECK'S ENGRAVING & RUBBER S | 75.60 RUBBER STAMPS |
| OFFICE SUPPLIES | 139361 | 2/9/2021 | MAVERICK MARKETING | 107.98 LOGO UNIFORM SHIRTS |
| OFFICE SUPPLIES | 139366 | 2/9/2021 | MIDWEST TAPE, LLC | 10.50 AV MATERIALS AND HOOPLA |
| OFFICE SUPPLIES | 139394 | 2/9/2021 | SAM'S CLUB | 288.98 |
| OFFICE SUPPLIES | 139396 | 2/9/2021 | ROSE DREW, INC | 375.84 6 DVD POLY FULL SLEEVES |
| OFFICE SUPPLIES | 139530 | 2/18/2021 | TRUMP DIRECT | 65.00 LABELS FOR SUBSCRIPTION BOXES |
| OFFICE SUPPLIES | 139534 | 2/18/2021 | ULINE | 129.81 SOLID TISSUE ASSORTMENT / PAPER KRAFT |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 1.38 |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 9.66 |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 11.55 |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 11.88 |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 14.22 |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 19.92 BOOKS AND ENTERTAINMENT 2021 |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 22.38 |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 26.67 |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 27.30 |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 33.42 |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 45.39 |
| OFFICE SUPPLIES | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 49.71 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 1.25 AV MATERIALS AND HOOPLA |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 1.50 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 2.30 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 3.45 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 4.60 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 5.01 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 6.16 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 10.02 |

| | | | | |
|-----------------------------|--------|-----------|---------------------------|--------------------------------------|
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 10.55 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 17.43 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 25.38 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 26.45 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 26.94 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 86.65 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 88.92 AV MATERIALS AND HOOPLA |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 112.30 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 113.67 |
| OFFICE SUPPLIES | 139615 | 2/23/2021 | MIDWEST TAPE, LLC | 132.66 |
| OFFICE SUPPLIES | 139648 | 2/23/2021 | ULINE | 10.00 DIFFERENCE OWED ON CK#139534 |
| OFFICE SUPPLIES | | | | 2,444.02 |
| OTHER LIBRARY GRANT EXPENSE | 139394 | 2/9/2021 | SAM'S CLUB | 999.90 ACCT 8641 |
| OTHER LIBRARY GRANT EXPENSE | 139410 | 2/9/2021 | VERIZON WIRELESS | 1,641.88 ACCT 980380645-00001 |
| OTHER LIBRARY GRANT EXPENSE | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 1.38 BOOKS AND ENTERTAINMENT 2021 |
| OTHER LIBRARY GRANT EXPENSE | 139555 | 2/23/2021 | BAKER & TAYLOR CO | 3.36 |
| OTHER LIBRARY GRANT EXPENSE | | | | 2,646.52 |
| POSTAGE | 139194 | 2/2/2021 | COMMERCIAL MAIL SERVICES | 183.81 JAN 19 - JAN 29'21 |
| POSTAGE | 139450 | 2/18/2021 | COMMERCIAL MAIL SERVICES | 249.78 FEB 1 - FEB 12'21 |
| POSTAGE | | | | 433.59 |
| PROFESSIONAL SERVICES | 139465 | 2/18/2021 | ERICKSON DAVIS, ATTORNEYS | 195.00 LEGAL SERVICES |
| PROFESSIONAL SERVICES | | | | 195.00 |
| SERV-OFFICE EQUIPMENT | 139264 | 2/2/2021 | WATTS COPY SYSTEMS | 496.30 WATT COPY SYSTEMS SERVICES |
| SERV-OFFICE EQUIPMENT | 139380 | 2/9/2021 | NCI BUSINESS SYSTEMS | 38.95 NCI-ANNUAL PO FOR DUPLICATOR-2 |
| SERV-OFFICE EQUIPMENT | 139541 | 2/18/2021 | WATTS COPY SYSTEMS | 1,137.25 WATT COPY SYSTEMS SERVICES |
| SERV-OFFICE EQUIPMENT | | | | 1,672.50 |
| TELEPHONE | 139241 | 2/2/2021 | PAETEC | 71.92 ACCT 633292627001 |
| TELEPHONE | 139386 | 2/9/2021 | PAETEC | 39.86 ACCT 633318933001 |
| TELEPHONE | 139442 | 2/18/2021 | CALL ONE | 657.14 ACCT 1212890 |
| TELEPHONE | | | | 768.92 |
| TEMP AGENCY SERVICES | 139333 | 2/9/2021 | EXPRESS SERVICES, INC | 307.95 D TAYLOR WK END 1/17/21 |
| TEMP AGENCY SERVICES | 139470 | 2/18/2021 | EXPRESS SERVICES, INC | 307.95 D TAYLOR WK END 1/24/21 |
| TEMP AGENCY SERVICES | 139585 | 2/23/2021 | EXPRESS SERVICES, INC | 307.95 D TAYLOR WK END 01/31/21 |
| TEMP AGENCY SERVICES | 139585 | 2/23/2021 | EXPRESS SERVICES, INC | 307.95 D TAYLOR WK END 2/7/21 |
| TEMP AGENCY SERVICES | | | | 1,231.80 |
| TOTAL | | | | 60,003.71 |

59 LIBRARY TRUST FUNDS

| | | | | |
|---------------------|--------|----------|----------------------|-------------------------------------|
| BOOKS & PERIODICALS | 139186 | 2/2/2021 | BAKER & TAYLOR CO | 236.51 BOOKS AND ENTERTAINMENT 2021 |
| BOOKS & PERIODICALS | 139208 | 2/2/2021 | EDC EDUCATIONAL SVCS | 4.99 DIRECT ORDER BOOK FOR CHILDREN |

| | | | |
|----------------------|--------|---------------------------------------|--|
| BOOKS & PERIODICALS | 139208 | 2/2/2021 EDC EDUCATIONAL SVCS | 10.99 |
| BOOKS & PERIODICALS | 139289 | 2/9/2021 BAKER & TAYLOR CO | 149.56 BOOKS AND ENTERTAINMENT 2021 |
| BOOKS & PERIODICALS | 139289 | 2/9/2021 BAKER & TAYLOR CO | 207.36 |
| BOOKS & PERIODICALS | 139289 | 2/9/2021 BAKER & TAYLOR CO | 329.34 |
| BOOKS & PERIODICALS | 139328 | 2/9/2021 EDC EDUCATIONAL SVCS | 14.99 DIRECT ORDER FOR CHILDRENS BOOKS |
| BOOK AND PERIODICALS | 139393 | 2/9/2021 ROCKFORD MAP PUBLISHERS, IN | 139.45 MACON/SHELBY CO LAND ATLAS & PLAT BOOKS |
| BOOK AND PERIODICALS | 139515 | 2/18/2021 ROCKFORD MAP PUBLISHERS, IN | 74.70 2021 CHRISTIAN CO LAND ATLAS/PLAT BOOK |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 BAKER & TAYLOR CO | 48.83 BOOKS AND ENTERTAINMENT 2021 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 BAKER & TAYLOR CO | 69.98 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 BAKER & TAYLOR CO | 136.67 BOOKS AND ENTERTAINMENT 2021 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 BAKER & TAYLOR CO | 370.76 |
| BOOKS & PERIODICALS | 139555 | 2/23/2021 BAKER & TAYLOR CO | 391.44 |

| | | | |
|--------------|--|--|-----------------|
| TOTAL | | | 2,185.57 |
|--------------|--|--|-----------------|

| | | | |
|-----------------------|--|--|------------------|
| WARRANT TOTAL: | | | 62,189.28 |
|-----------------------|--|--|------------------|

DPL FY 2021 Budget Report

Prepared: March 4, 2021

At the end of February 17% of the year has passed

Revenue

| | FY 2021 Budgeted | % of Budget | Actual YTD | % Collected | FY20 YTD | % Change |
|----------------------|---------------------|-------------|----------------------|-------------|----------------------|--------------|
| Property Taxes | \$ 2,842,000 | 72.9% | \$ 50,732.01 | 1.8% | \$ - | #DIV/0! |
| All Other | \$ 1,055,252 | 27.1% | \$ 158,978.28 | 15.1% | \$ 155,983.18 | 1.9% |
| Total Revenue | \$ 3,897,252 | | \$ 209,710.29 | 5.4% | \$ 155,983.18 | 34.4% |

Expense

% Expended

Personnel

| | | | | | | |
|----------|---------------------|--------------|----------------------|--------------|----------------------|-------------|
| Payroll | \$ 1,646,241 | | \$ 247,354.09 | | \$ 241,270.73 | 2.5% |
| Benefits | \$ 797,034 | | \$ 118,056.72 | | \$ 118,764.16 | -0.6% |
| | \$ 2,443,275 | 61.9% | \$ 365,410.81 | 15.0% | \$ 360,034.89 | 1.5% |

Library Materials

| | | | | | | |
|------------------------|-------------------|-------------|---------------------|--------------|---------------------|-------------|
| Books, Periodicals, et | \$ 245,000 | | \$ 62,370.61 | 25.5% | \$ 60,061.46 | 3.8% |
| Per Capita | \$ 103,250 | | \$ - | 0.0% | \$ - | #DIV/0! |
| Lost/Damage | \$ 3,000.00 | | \$ 140.92 | 4.7% | \$ 132.27 | n/a |
| Total Materials | \$ 351,250 | 9.3% | \$ 62,511.53 | 17.8% | \$ 60,193.73 | 3.9% |

Professional Services

| | | | | | | |
|-----------------------|------------------|-------------|--------------------|-------------|--------------------|---------------|
| Professional Services | \$ 40,000 | | \$ 435.00 | 1.1% | \$ 6,275.05 | -93.1% |
| Temp Agency | \$ 500 | | \$ 2,709.96 | 542.0% | \$ - | #DIV/0! |
| Bank Service Charges | \$ 150 | | \$ 20.85 | 13.9% | \$ 21.65 | -0.03695 |
| Total | \$ 40,650 | 1.1% | \$ 3,165.81 | 7.8% | \$ 6,296.70 | -49.7% |

Allocations

| | | | | | | | | | |
|---------------------------|-----------|----------------|-------------|-----------|------------------|--------------|-----------|------------------|--------------|
| Administrative Fee | \$ | 124,872 | | \$ | 20,812.00 | 16.7% | \$ | 15,484.00 | 34.4% |
| MIS | \$ | 40,116 | | \$ | 6,686.00 | 16.7% | \$ | 6,500.00 | 2.9% |
| | \$ | 164,988 | 4.4% | \$ | 27,498.00 | 16.7% | \$ | 21,984.00 | 25.1% |

Grants

| | | | | | | | | | |
|---------------------|-----------|---------------|-------------|-----------|-----------------|-------------|-----------|-----------------|--------------|
| PNG | \$ | - | | \$ | - | #DIV/0! | \$ | - | #DIV/0! |
| Other grants | \$ | 75,000 | | \$ | 2,646.52 | 3.5% | \$ | 1,465.97 | 80.5% |
| | \$ | 75,000 | 2.0% | \$ | 2,646.52 | 3.5% | \$ | 1,465.97 | 80.5% |

| | | | | | | | | | |
|--------------------|----|-----|-------|----|--------|-------|----|---|---------|
| Advertising | \$ | 500 | 0.01% | \$ | 421.00 | 84.2% | \$ | - | #DIV/0! |
|--------------------|----|-----|-------|----|--------|-------|----|---|---------|

Office Supplies/Maintenance

| | | | | | | | | | |
|-------------------------------|-----------|----------------|-------------|-----------|-----------------|-------------|-----------|-----------------|--------------|
| Printing/Binding | \$ | 300 | | \$ | - | 0.0% | \$ | - | #DIV/0! |
| Postage | \$ | 8,000 | | \$ | 880.78 | 11.0% | \$ | 1,392.53 | -36.7% |
| Service to Office Equi | \$ | 20,000 | | \$ | 1,672.50 | 8.4% | \$ | 1,348.06 | 24.1% |
| Telephone | \$ | 15,000 | | \$ | 1,595.05 | 10.6% | \$ | 2,709.32 | -41.1% |
| Software | \$ | 40,000 | | \$ | 1,338.00 | 3.3% | \$ | - | #DIV/0! |
| Office Supplies | \$ | 25,000 | | \$ | 2,699.69 | 10.8% | \$ | 3,471.82 | -22.2% |
| Small Capital | \$ | 30,000 | | \$ | - | 0.0% | \$ | - | #DIV/0! |
| | \$ | 138,300 | 3.7% | \$ | 8,186.02 | 5.9% | \$ | 8,921.73 | -8.2% |

Staff Development

| | | | | | | | | | |
|-----------------------------|-----------|---------------|-------------|-----------|-----------------|-------------|-----------|-----------------|--------------|
| Conferences/Training | \$ | 15,000 | | \$ | 2,388.96 | 15.9% | \$ | 1,274.16 | 87.5% |
| Tuition Reimburseme | \$ | 4,000 | | \$ | - | 0.0% | \$ | - | #DIV/0! |
| Membership | \$ | 57,000 | | \$ | 680.00 | 1.2% | \$ | 1,830.00 | -62.8% |
| | \$ | 76,000 | 2.0% | \$ | 3,068.96 | 4.0% | \$ | 3,104.16 | -1.1% |

Insurance

| | | | | | | | | | |
|----------------------------|----|-------|--|----|--------|---------|----|--------|---------|
| Unemployment | \$ | 1,332 | | \$ | 222.00 | 16.7% | \$ | 224.00 | -0.9% |
| Medical expenses/CO | \$ | - | | \$ | - | #DIV/0! | \$ | - | #DIV/0! |

| | | | | | | | | | |
|------------------------|----|--------|------|----|------------------|--------------|----|------------------|--------------|
| Risk Management | \$ | 71,484 | | \$ | 11,914.00 | 16.7% | \$ | 12,816.00 | -7.0% |
| | \$ | 72,816 | 1.9% | \$ | 12,136.00 | 16.7% | \$ | 13,040.00 | -6.9% |

Building Costs

| | | | | | | | | | |
|-----------------------------|----|------------------|--------------|----|-------------------|--------------|----|-------------------|-------------|
| Rent | \$ | 584,583.00 | | \$ | 95,834.00 | 16.4% | \$ | 95,834.00 | 0.0% |
| Supplies | \$ | 500 | | \$ | - | 0.0% | \$ | - | #DIV/0! |
| Maintenace | \$ | 500 | | \$ | - | 0.0% | \$ | - | #DIV/0! |
| Total Building | \$ | 585,583 | 15.5% | \$ | 95,834.00 | | \$ | 95,834.00 | |
| Total Operations/Ser | \$ | 1,505,087 | 39.8% | \$ | 215,467.84 | 14.3% | \$ | 210,840.29 | 2.2% |

| | | | | | | | | | |
|-----------------------|----|------------------|--|----|-------------------|-------|----|-------------------|------|
| Total Expenses | \$ | 3,948,362 | | \$ | 580,878.65 | 14.7% | \$ | 570,875.18 | 1.8% |
|-----------------------|----|------------------|--|----|-------------------|-------|----|-------------------|------|

| | | | | | | | | | |
|----------------------------|----|-----------------|--|----|---------------------|--|----|---------------------|---------------|
| Revenue Minus Exper | \$ | (51,110) | | \$ | (371,168.36) | | \$ | (414,892.00) | -10.5% |
|----------------------------|----|-----------------|--|----|---------------------|--|----|---------------------|---------------|

Operating fund

| Date | Beginning | Revenue | Expense | Balance Sheet Equals |
|-----------|-----------------|---------------|---------------|----------------------|
| 1/1/2021 | \$ 1,469,875.45 | \$ 154,733.58 | \$ 272,747.53 | \$ - \$ 1,351,861.50 |
| 2/1/2021 | \$ 1,351,861.50 | \$ 54,976.71 | \$ 308,131.12 | \$ - \$ 1,098,707.09 |
| 3/1/2021 | \$ 1,098,707.09 | | | |
| 4/1/2021 | \$ - | | | |
| 5/1/2021 | \$ - | | | |
| 6/1/2021 | \$ - | | | |
| 7/1/2021 | \$ - | | | |
| 8/1/2021 | \$ - | | | |
| 9/1/2021 | \$ - | | | |
| 10/1/2021 | \$ - | | | |
| 11/1/2021 | \$ - | | | |
| 12/1/2021 | \$ - | | | |
| 1/1/2022 | \$ - | | | |

Capital Fund Revenue Expected: \$250,000 Expense Expected: \$250,000

| Date | Beginning | Plus Received | Minus Expense | Equals Ending |
|------|-----------|---------------|---------------|---------------|
|------|-----------|---------------|---------------|---------------|

| | | | | | | | |
|-----------|----|-------------------|----|---|----|---|---------------|
| 1/1/2021 | \$ | 334,994.89 | \$ | - | \$ | - | \$ 334,994.89 |
| 2/1/2021 | \$ | 334,994.89 | \$ | - | \$ | - | \$ 334,994.89 |
| 3/1/2021 | \$ | 334,994.89 | | | | | |
| 4/1/2021 | \$ | - | | | | | |
| 5/1/2021 | \$ | - | | | | | |
| 6/1/2021 | \$ | - | | | | | |
| 7/1/2021 | \$ | - | | | | | |
| 8/1/2021 | \$ | - | | | | | |
| 9/1/2021 | \$ | - | | | | | |
| 10/1/2021 | \$ | - | | | | | |
| 11/1/2021 | \$ | - | | | | | |
| 12/1/2021 | \$ | - | | | | | |
| 1/1/2022 | \$ | - | | | | | |

Trust Accounts

Cantoni

| Date | Beginning | Plus Received | Minus Expense | Equals Ending |
|-----------|---------------------|---------------|---------------|---------------|
| 1/1/2021 | \$ 58,479.83 | \$ - | \$ - | \$ 58,479.83 |
| 2/1/2021 | \$ 58,479.83 | \$ - | \$ - | \$ 58,479.83 |
| 3/1/2021 | \$ 58,479.83 | | | |
| 4/1/2021 | \$ - | | | |
| 5/1/2021 | \$ - | | | |
| 6/1/2021 | \$ - | | | |
| 7/1/2021 | \$ - | | | |
| 8/1/2021 | \$ - | | | |
| 9/1/2021 | \$ - | | | |
| 10/1/2021 | \$ - | | | |
| 11/1/2021 | \$ - | | | |
| 12/1/2021 | \$ - | | | |
| 1/1/2022 | \$ - | | | |

Meyer

| Date | Beginning | Plus Received | Minus Expense | Equals Ending |
|----------|---------------------|---------------|---------------|---------------|
| 1/1/2021 | \$ 82,832.74 | \$ - | \$ 2,036.58 | \$ 80,796.16 |
| 2/1/2021 | \$ 80,796.16 | \$ - | \$ 2,266.51 | \$ 78,529.65 |
| 3/1/2021 | \$ 78,529.65 | | | |

| | | |
|-----------|----|---|
| 4/1/2021 | \$ | - |
| 5/1/2021 | \$ | - |
| 6/1/2021 | \$ | - |
| 7/1/2021 | \$ | - |
| 8/1/2021 | \$ | - |
| 9/1/2021 | \$ | - |
| 10/1/2021 | \$ | - |
| 11/1/2021 | \$ | - |
| 12/1/2021 | \$ | - |
| 1/1/2022 | \$ | - |

Memorials/Donations

| Date | Beginning | Plus Received | Minus Expense | Equals Ending |
|-----------|--------------|---------------|---------------|---------------|
| 1/1/2021 | \$ 25,606.07 | \$ 1,180.00 | \$ 357.08 | \$ 26,428.99 |
| 2/1/2021 | \$ 26,428.99 | \$ 130.00 | \$ 1,971.42 | \$ 24,587.57 |
| 3/1/2021 | \$ 24,587.57 | | | |
| 4/1/2021 | \$ - | | | |
| 5/1/2021 | \$ - | | | |
| 6/1/2021 | \$ - | | | |
| 7/1/2021 | \$ - | | | |
| 8/1/2021 | \$ - | | | |
| 9/1/2021 | \$ - | | | |
| 10/1/2021 | \$ - | | | |
| 11/1/2021 | \$ - | | | |
| 12/1/2021 | \$ - | | | |
| 1/1/2022 | \$ - | | | |

| Total | Beginning | Plus Received | Minus Expense | Balance Sheet | Ending |
|----------|-----------------|---------------|---------------|---------------|-----------------|
| 1/1/2021 | \$ 1,898,769.18 | \$ 155,913.58 | \$ 275,141.19 | \$ - | \$ 1,779,541.57 |
| 2/1/2021 | \$ 1,779,541.57 | \$ 55,106.71 | \$ 312,369.05 | \$ - | \$ 1,522,279.23 |
| 3/1/2021 | \$ 1,522,279.23 | | | | |
| 4/1/2021 | \$ - | | | | |
| 5/1/2021 | \$ - | | | | |
| 6/1/2021 | \$ - | | | | |
| 7/1/2021 | \$ - | | | | |
| 8/1/2021 | \$ - | | | | |

| | | |
|-----------|----|---|
| 9/1/2021 | \$ | - |
| 10/1/2021 | \$ | - |
| 11/1/2021 | \$ | - |
| 12/1/2021 | \$ | - |
| 1/1/2022 | \$ | - |

Authority to Spend Policy

The City Librarian of Decatur Public Library is authorized to spend up to \$_____ on any single item without prior board approval.

The City Librarian of Decatur Public Library is authorized to spend up to \$_____ on any single item with the approval of the finance committee.

The City Librarian of Decatur Public Library is authorized to spend up to \$_____ on any single item only with the approval of the full board.

Decatur Public Library may spend in excess of \$20,000.00* only after completing the formal bid process as described in Illinois Law.

In case of extreme emergency, the City Librarian of Decatur Public Library may spend \$_____ in addition to \$_____ with the approval of any two library board members so long as the amount does not exceed the threshold requiring a formal bidding process.

*Note: The statutory amount is \$20,000 and this entry cannot be any higher than that but can be lower in the discretion of the Board, where it is self-imposing a bidding requirement earlier, or at a lower than required amount.