



## BOARD OF DIRECTORS MEETING

### AGENDA

NOVEMBER 17, 1983

- I. CALL TO ORDER  
SHARON ALPI, PRESIDENT
- II. APPROVAL OF MINUTES:
  - A. REGULAR BOARD MEETING OCTOBER 20, 1983
- III. CITY LIBRARIAN'S REPORT
- IV. REPORTS OF COMMITTEES:
  - A. FINANCE AND PROPERTIES
    1. Approval of Bills
  - B. PERSONNEL AND PUBLIC RELATIONS
  - C. AD HOC
    1. Report on Meeting with RPL
- V. OLD BUSINESS
  - A. RESOLUTION CONCERNING JOB STIMULUS BILL GRANT
- VI. NEW BUSINESS
- VII. ADJOURNMENT

#### MEMBERS EXPECTED TO BE PRESENT:

Mrs. Alpi  
Mrs. Jackson  
Mr. Marshall  
Mrs. Moore  
Mr. Mueller  
Mrs. Rossiter  
Mr. Seidman  
Mr. Susler

DECATUR PUBLIC LIBRARY  
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - November 17, 1983

The regular meeting of the Board of Directors of the Decatur Public Library was held November 17, 1983 in the board room of the main library.

Members Present:

Mrs. Alpi  
Mrs. Jackson  
Mr. Marshall  
Mrs. Moore  
Mr. Mueller  
Mrs. Rossiter  
Mr. Seidman  
Mr. Susler

Members Absent:

Mr. Grieve

Others Present:

Mrs. Brooks  
Mr. Dumas  
Miss Schwegman

The meeting was called to order at 4:35 p.m. by the President, Sharon Alpi.

The minutes of the regular meeting of October 20, 1983, were approved as printed and mailed.

In his monthly report to the Board, Mr. Dumas noted that circulation is up again this month about 9%. The ad for the vacant professional positions in Y-AV and Technical Services has now appeared and applications have begun coming in; they are not very encouraging so far, but we hope we will get more that will be more promising, Mr. Dumas commented. A Resolution has been drafted regarding an application for a Job Stimulus Bill Grant requesting permission from the City Council to allow the Library to borrow the necessary money if the grant were approved, for which the Library would be responsible for 60% of the construction cost. The State Library for some reason has decided to take a second round of applications for the Library Services grant. Apparently the funds which were available (approximately 3½ million) were not picked up on the first round. This Resolution will be discussed later in today's meeting, Mr. Dumas concluded.

As Chairman of the Finance and Properties Committee, Mr. Marshall moved on behalf of his Committee that library bills through October 31, 1983, be approved, Mrs. Rossiter seconded the motion, and it was unanimously approved by a roll-call vote.

Not having met during the past month, the Personnel and Public Relations Committee had nothing to report.

At this time Mrs. Alpi asked Mr. Susler, Chairman of the Ad Hoc Committee, to report on his Committee's meeting with RPL representatives.

Mr. Susler stated the Ad Hoc Committee with all members present met Monday evening at the Rolling Prairie headquarters building with representatives of that System and Mr. Plotzke and Mr. Johnson. They asked our concerns and we told them, and we went over some of the problems we have, one of them being this thing about the compensation Decatur Public Library is to receive from Rolling Prairie for the salary of a cataloger. We asked them point-blank to pay for the cataloger, and we asked them to tell us what assistance Rolling Prairie can give us in recovering overdue books, overdue books borrowed through the reciprocal borrowing or through interlibrary loan, and the collection of fines. We told them that one of our concerns after next year was what method of compensation would be adopted to offset excessive borrowing from DPL. There was some discussion about the problems, and we didn't get answers to any, Mr. Susler stated. They said they would consider paying the cataloger's salary, and I came away with the impression they would, but that is not definite. With respect to compensation to offset excessive borrowing, a task force was appointed by the State Library to study this problem, since it is a problem in most other systems, and that task force was supposed to have made a report to the State Library in July, but as far as we know they haven't received it yet. This report is supposed to be due this month, and Rolling Prairie will await a recommendation from the State Library on this problem.

Continuing, Mr. Susler stated we talked about the computer and advised them our concern over having control of our own catalog and our own collection in the on-line system. Rolling Prairie has decided to take this problem to outsiders by hiring two consultants. Our Committee thought this a good idea and asked who the consultants were to be. We were told one was Hugh Atkinson of the University of Illinois Library, and Chuck Hale of the Millikin Library. Those two people are actually within the system and whether they are outside consultants for RPL is some question, but we didn't raise too much question about it. Mr. Dumas did point out that each of the consultants had his own area of expertise but neither one had the knowledge to be an expert in both cataloging and computers that would be necessary to study on-line cataloging. The consensus was that after we get the report back from the State Library on reciprocal borrowing and after we get the report back from the consultants, that the committees should meet again to discuss the matters further. Mr. Marshall brought up matters pertaining to the computer contract and got some explanation about the charges with regard to the use of the number of ports being assigned as it was felt this was the fairest way for compensation to be figured. That took us about two hours, but I felt at least the RPL board members who were there now have a better understanding of our concerns, Mr. Susler concluded.

Mrs. Alpi noted a new CLSI Maintenance Contract Agreement forwarded from RPL, separate from our computer contract, has been received. Mrs. Alpi asked the Finance Committee to study this contract and bring recommendations to the Board. Mr. Marshall stated this would be done, and noted Mrs. Moore had pointed out there is no provision in this agreement for termination of it.

Mrs. Alpi asked Shirley Moore for a report on her attendance as the DPL representative to the Multitype System Conversion Committee. Mrs. Moore stated she has attended two meetings thus far and they have been a very stressful experience. I am being introduced to library politics as I have never been before. I did bring out a lot of our concerns at the first meeting and at the last meeting Monday night there was a statement from Millikin Librarian Chuck Hale which I took as a chastisement of my position, and I was very upset about it, Mrs. Moore stated. Mr. Hale says this is not true, but he responded to every concern I had expressed. Continuing, Mrs. Moore reported, we got to the point of deciding how to handle the board membership. At present there are 12 voting directors on the RPL board and 3 additional directors that do not have a vote, the special, school, and academic libraries. Mr. Hale suggested 5 members for the special libraries, and that would reduce the public library representation to 10 members. I said I did not think this was fair, as the public libraries are the backbone of the system, and I will never change my mind on that. Mr. Hale stated he now has about 6,000 circulations to the City of Decatur per year, and I take from the August statistics that we had approximately 60,000 circulations per month. Mrs. Moore stated she made a motion that we would expand the Board to 15 members, giving 12 positions to public library directors and give the special libraries each one position, or 3 members. That motion did pass.

Continuing, Mrs. Moore stated we talked about lay control of boards and that this is traditional in public library systems and that we must maintain that control. I expressed a feeling that board members can be intimidated by professional librarians. That is what happened to me at Rolling Prairie when I was the new kid on the block when I sat over there as DPL's representative to the Board, and I did feel intimidated by the professionals. I am concerned about the power base public libraries now have on the board as I feel the public libraries are the primary service. I stand on that even though I do understand the need for cooperation between the public libraries and the special libraries. I am concerned about special interest groups - hospitals, ADM, Staleys, etc., - libraries that the public does not have open access to. Why should they have equal representation with the public libraries, Mrs. Moore questioned. Mrs. Alpi asked Mrs. Moore if she felt the other public library representatives on the Board are beginning to feel some of the concerns we have, and Mrs. Moore answered affirmatively. Mr. Susler agreed with this but stated most of the public library representatives, even though they have strong feelings about some matters do not voice them. It is a very strange representation, Mr. Susler continued, and when I served on the RPL Board I did not get their support when I needed it, even though they would come up to me later and say - I am glad you did what you did. Mr. Susler stated he wanted to know whether or not it is constitutional to have these non-recipients of public moneys sit on a Board to expend public money. Mrs. Moore agreed to ask this question at the next meeting of the Committee.

Under Old Business, Mrs. Alpi read the proposed Resolution concerning a grant application for construction funds under the Library Services and Construction Act with money received from the Federal Jobs Stimulus Bill, alluded to earlier in the meeting by Mr. Dumas. The Resolution proposed the remodeling of the main library building to accommodate the Library's ever-growing audio-visual collection, for which an estimate of \$365,000 for the construction had been obtained. The Library must come up with approximately \$219,000 of this amount (60%), and permission from the Council to borrow such funds was requested in the Resolution. Mr. Seidman asked how the Library would pay the money back and Mr. Dumas answered the money would have to be appropriated to the Library by the Council over a period of 5 or 6 years. In discussion, Mrs. Rossiter wondered if the empty building back of the Library had been considered and how much it would cost.

After further discussion of the proposed Resolution, Mr. Marshall made the following remarks: We have in our trust funds a current balance of \$92,000, and in our capital fund from the sale of the Evans Branch \$23,000. I suspect that if we pass this Resolution, as it is, it is not going anywhere unless we say what we are going to do with the funds we already have. So it would seem to me appropriate that if in fact we want to borrow "x" amount of dollars, our Resolution should also indicate what we would recommend with respect to repaying that amount borrowed. For example, if we want to borrow \$219,000 and amortize it over a 5 or 6 years of time, I think the Resolution should include a statement that we would expect our levy to be increased approximately \$50,000 a year for five years to generate the money to pay back the loan. If we take that approach I think we should have some very good reasons why we do not want to invade the trust funds and the capital fund. I think we should be able to say them very clearly: We are not using those funds because we feel that we need them for whatever that is. It is still not clear to me that the remodeling of the second floor is the thing to do. We have talked about the computer system; there has been talk about a branch, and I am not sure that the Board has come to grips with the priorities for capital expenditures that the Library has, and I think that has to be done. Mr. Susler agreed with Mr. Marshall's thinking, and Mrs. Alpi stated his point was well made and asked the Finance Committee to consider the Resolution and the Library's priorities at its next meeting, and report to the Board.

Also under Old Business, Mr. Marshall stated a Millikin student who had recently interviewed Mr. Dumas had approached him regarding the Library's policy on issuing a card to non-resident students. Mr. Marshall explained he was rather vague about our present policy, but did tell her about the Library's non-resident fee approach. Mrs. Moore stated the Library's present policy is to charge a \$30.00 fee to non-resident students, which fee is refundable.

The meeting was adjourned at 5:45 p.m. by the President.



Robert H. Dumas, City Librarian  
for Secretary of the Board

STATISTICAL REPORT

October, 1983

CIRCULATION

	<u>Adult</u>	<u>Youth</u>	<u>Juvenile</u>	<u>Total</u>	<u>12 Month to Date</u>
Total Books, 1983 -	28,055	2,178	21,110	51,343	635,493
1982 -	26,552	2,139	18,820	47,511	583,887
A-V Materials, 1983 -	3,014	--	414	3,428	38,314
1982 -	2,130	--	222	2,352	29,660
Total Circulation, 1983 -	31,069	2,178	21,524	54,771	673,807
1982 -	28,682	2,139	19,042	49,863	613,547

TECHNICAL PROCESSING

<u>Cataloging</u>		<u>Acquisitions</u>	
New books added	1,322	Books checked in	1,672
New titles added	345	Telephone Directories	64
Books withdrawn	804	Pamphlets	46
Books mended	743	Gifts	280

Materials in the State of Processing

Materials (physical items) - 1062  
Titles - 856

FINANCIAL REPORT

	<u>Budgeted</u>	<u>YTD Expended 1982/83</u>	<u>YTD Expended 1983/84</u>	<u>Unencumbered</u>
Personal Services	1,081,520	485,543	507,648	573,872
Operating	212,741	85,739	94,133	118,608
Capital and Books	221,400	76,708	87,597	133,803

STAFF STRENGTH

	<u>Strength Previous Month</u>	<u>Terminations</u>	<u>New Staff</u>	<u>Present Strength</u>
Professional	6	--	--	6
Library Assistants	7 + 6 (480 hrs)	1½	½*	7 + 4 (320 hrs)
Clerical	21 + 17 (1292 hrs)	1	½**	21 + 16 (1210 hrs)
Maintenance	3½	--	--	3½

\* Half-time person became full-time, leaving half-time vacancy, plus other half-time vacancy

\*\* Half time person became full-time, leaving half-time vacancy

Current Vacancies: 2 Technical Services Clerks I, 1 Supervisor, Technical Services, 1 A-V Youth Librarian, 2 half-time Library Assistants, 1 half-time Library Clerk I

Computer Downtime for Month: 6 hours, 15 Minutes

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

MAY 1, 1983 THRU OCT 31, 1983

REVENUE ITEMS ESTIMATED REVENUE CURRENT MONTH RECEIPTS YEAR TO DATE RECEIPTS UNCOLLECTED REVENUE % OF EST.

101	FUND BALANCE MAY 1, 1983	544,592.00	0.00	634,190.86	89,598.86	
101A	CURRENT YEAR TAXES	1,147,825.00	469,587.64	1,054,988.35	92,836.65	
524	INTEREST ON INVESTMENTS	45,000.00	888.22	25,984.72	19,015.28	
728A	LIBRARY FINES & FEES	25,000.00	2,243.22	14,003.24	10,996.76	
729	NON-RESIDENT FEES	3,000.00	418.00	2,774.00	2,226.00	
730	LOST & DAMAGED BOOKS	3,100.00	227.05	1,566.69	1,533.31	
733	PRINTS MADE ON COPY MACHINE	700.00	77.52	470.26	229.74	
739	LITERATURE PER CAPITA GRANT	47,000.00	0.00	0.00	47,000.00	
799	MISCELLANEOUS INCOME	3,200.00	346.76	1,315.38	1,884.62	
	TOTAL REVENUE	1,821,417.00	473,788.41	1,735,193.50	86,223.50	95.27

OBJECT CODE BUDGET AND APPROPRIATION PURCHASE ORDERS OUTSTANDING CURRENT MONTH EXPENDITURES YEAR TO DATE EXPENDITURES UNENCUMBERED BALANCE % OF EST.

101	REGULAR SALARIES	904,660.00	0.00	647,806.09	419,526.16	4,851,133.84
102	STRAIGHT OVERTIME	150.00	0.00	75.44	1,161.32	1,041.32
103	RETIREMENT FUND	126,855.00	0.00	9,184.77	59,372.01	61,482.99
105	WORKMEN'S COMPENSATION	4,522.00	0.00	0.00	1,128.00	3,394.00
106	EMPLOYMENT COMPENSATION	4,209.00	0.00	761.88	2,287.59	1,921.41
107	HOSPITALIZATION MEDICAL & LIFE INSURANCE	24,580.00	0.00	6,144.00	12,288.00	12,292.00
109	TEMPORARY SALARIES	16,584.00	0.00	2,137.87	11,855.29	4,708.71
201	ADVERTISING	500.00	0.00	0.00	68.73	431.27
202	PRINTING & BINDING	6,500.00	0.00	364.76	2,460.21	4,039.79
211	SERVICE TO MAINTAIN BUILDINGS	10,000.00	0.00	1,659.00	4,511.46	5,488.54
212	SERVICE TO MAINTAIN IMPROV OTHER THAN BLDGS	600.00	0.00	36.50	7,159.00	441.00
214	SERVICE TO MAINTAIN OFFICE EQUIPMENT	19,500.00	0.00	480.00	7,198.99	12,401.31
215	SERVICE TO MAINTAIN AUTOMOTIVE EQUIPMENT	1,500.00	0.00	0.50	387.73	1,112.27
221	AUDITING PROFESSIONAL SERVICES	1,000.00	0.00	995.00	500.00	150.00
229	OTHER PROFESSIONAL SERVICES	14,000.00	0.00	7,818.27	2,490.75	1,490.75
231	ELECTRICITY	10,000.00	0.00	672.97	35,433.35	38,566.65
233	TELEPHONE	500.00	0.00	0.00	4,160.30	5,839.70
234	WATER	500.00	0.00	0.00	252.60	247.40
241	CONFERENCE AND OTHER TRAVEL EXPENSE	5,086.00	0.00	132.11	2,654.56	2,633.44
245	POSTAGE	5,800.00	0.00	783.60	2,954.37	3,242.63
288	PROFESSIONAL ASSOCIATION MEMBERSHIP FEES	1,380.00	0.00	0.00	15.00	1,365.00
310	RENTALS	2,500.00	0.00	714.44	2,959.76	2,705.24
312	GAS OIL & ANTIFREEZE	2,200.00	0.00	245.99	938.07	1,561.93
320	JANITORIAL SUPPLIES	10,000.00	0.00	467.94	687.05	1,512.95
324	MATERIALS TO MAINTAIN BLDINGS & IMPROVMT	1,500.00	0.00	669.51	4,505.97	5,494.03
330	MATERIALS TO MAINTAIN AUTOMOTIVE EQUIP	5.00	0.00	9.98	384.70	1,115.30
345	MEDICAL & LABORATORY SUPPLIES	18,000.00	0.00	692.77	7,386.60	10,613.40
402	CONTINGENCIES	7,500.00	0.00	0.00	0.00	7,500.00
403	TRANS TO GF (ADMIN SERV)	16,335.00	0.00	1,361.00	8,166.00	8,169.00
415	SERVICE RECOGNITION PAYROLL	1,675.00	0.00	165.00	8,780.00	8,895.00

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

MAY 1, 1983 THRU OCT 31, 1983

OBJECT CODE	OBJECT OF EXPENDITURE	RUDGET AND APPROPRIATION OUTSTANDING	PURCHASE ORDERS	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
423	INSURANCE	8,303.00	0.00	2,078.00	4,151.00	4,152.00	
499	SMALL CAPITAL ITEMS	1,940.00	0.00	0.00	1,326.86	613.14	
	TOTAL OPERATING EXPENDITURES	1,294,261.00	0.00	102,540.39	601,781.13	692,479.87	46.50
510	AUTOMOTIVE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	
515	OFFICE MACHINERY & EQUIPMENT	16,270.00	0.00	4,077.56	5,195.76	11,074.24	
520	OTHER MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	
525	LIBRARY BOOKS, RECORDS & EXHIBITS	160,000.00	0.00	19,170.42	76,093.09	81,906.91	
525 A	AUDIO VISUAL MATERIALS	45,130.00	0.00	1,271.65	6,308.50	38,821.50	
	TOTAL CAPITAL OUTLAY	221,400.00	0.00	24,519.66	87,597.35	133,802.65	39.57
	TOTAL EXPENDITURES	1,515,661.00	0.00	127,060.05	689,378.48	826,282.52	45.48



ACTIVITY 941 DECATUR PUBLIC LIBRARY TRUST FUND(CANTON)

MAY 1, 1983 THRU OCT 31, 1983

% OF EST.

REVENUE ITEMS

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.	
56 REVENUE INTEREST INCOME	0.00	0.00	82,969.25	82,969.25		
524	0.00	0.00	0.00	0.00		
TOTAL REVENUE	0.00	0.00	82,969.25	82,969.25		
OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
58 EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00

ACTIVITY 942 DECATUR PUBLIC LIBRARY TRUST FUND

MAY 1, 1983 THRU OCT 31, 1983

REVENUE ITEMS

% OF EST.

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
56 FUND BALANCE MAY 1, 1983	89,855.00	0.00	89,882.06	27.06--	
524 INCOME	0.00	0.00	0.00	0.00	
799 INTEREST ON INVESTMENTS	1,500.00	516.02	2,226.99	5,273.01	
MISC INCOME	0.00	0.00	0.00	0.00	
TOTAL REVENUE	97,355.00	516.02	92,109.05	5,245.95	94.61



ACTIVITY 944 DECATUR PUBLIC TR FUND (BRIDGES)

MAY 1, 1983 THRU OCT 31, 1983

REVENUE ITEMS	ESTIMATED			YEAR TO DATE			UNCOLLECTED		% OF EST.
	REVENUE	CURRENT MONTH RECEIPTS	REVENUE	RECEIPTS	REVENUE	RECEIPTS	REVENUE	RECEIPTS	
56 FUND BALANCE MAY 1, 1983	3,273.00	0.00	3,988.68	715.68-					
524 REVENUE	0.00	0.00	0.00	0.00					
799 INTEREST ON INVESTMENTS	400.00	96.49	176.62	223.38					
	900.00	0.00	0.00	900.00					
TOTAL REVENUE	4,573.00	96.49	4,165.30	407.70					91.08
9 OBJECT									
10 CODE									
	BUDGET AND	PURCHASE ORDERS	CURRENT MONTH	YEAR TO DATE	UNENCUMBERED	% OF			
	APPROPRIATION	OUTSTANDING	EXPENDITURES	EXPENDITURES	BALANCE	EST.			
58 EXPENDITURES	3,000.00	0.00	0.00	946.38	2,053.62	31.55			
TOTAL EXPENDITURES	3,000.00	0.00	0.00	946.38	2,053.62	31.55			

VOUCHER # PAYMENTS MADE TO: FOR: AMOUNT

8160 TREAS PAYROLL FUND PD ENDING 10-5-83 32,250.28

8196 AMER RADIO RELAY LEAGUE BOOKS 50.00

8197 BOLAND ELECT SUPPLY CO ELECT SUPPLIES 566.17

8198 CHANGING TIMES BOOKS 39.00

8199 CHANGING TIMES BOOKS 30.00

8200 COMMUNITY FOR CREATIVE BOOKS 5.00

8201 DASH DISPOSAL DISPOSAL SERVICE 16.50

8202 DESIGN FOR ARTS BOOKS 30.00

8203 DUKE'S OFFICE SUPPLY OFFICE SUPPLIES 26.00

8204 EDITOR & PUBLISHER BOOKS 85.00

8205 FILM COMMENT BOOKS 12.00

8206 GOLF DIGEST BOOKS 39.95

8207 HERALD & REVIEW BOOKS 32.11

8208 HARVEY INMAN TRAVEL REIMBURSE 63.47

8209 INTL OCEANOGRAPHIC BOOKS 15.00

8210 K'S MERCHANDISE MART OFFICE SUPPLIES 55.80

8211 NADA BOOKS 26.00

8212 NAT'L COUNCIL OF TEACHERS BOOKS 35.00

8213 OFFICIAL RAILROAD GUIDE BOOKS 64.00

8214 POSTMASTER POSTAGE 300.00

8215 PRENTICE HALL INC BOOKS 4.24

8216 ROLLING PRAIRIE LIBRARIES BOOKS 17.50

8217 SAGE PUBLICATIONS BOOKS 133.00

8218 SCHUERMAN KEY SHOP LOCKS 17.70

8219 SCRIBNER BOOK CO INC BOOKS 192.33

8220 SKY PUBL CORP BOOKS 48.00

8221 SUPERIOR JANITORIAL SERV JANITORIAL 43.95

8222 TREAS GNL OPERATING FUND SEPT SUPPLIES 2.12

8223 TREAS CENTRAL SERVICE FND GASOLINE 217.43

8224 UNITED NATIONS PUBL BOOKS 14.00

8225 UNIVERSITY MICROFILMS INT BOOKS 1,506.00

8226 VAN NATTA'S CAMPING TR JANITORIAL 40.80

VOUCHER #	PAYMENTS MADE TO:	FOR:	AMOUNT
8262	ILL POWER CO	POWER FOR MONTH	7,918.27
8333	KAREN ANDERSON	TRAVEL REIMB	48.60
8334	FILMS, INC.	FILM	131.00
8356	DIRECTOR OF LABOR	UNEMPLOYMENT	761.88
TOTAL OF ALL VOUCHER CHECKS =			44,838.10

PRINTED IN U.S.A.

FORM 1411-2G-0

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VOUCHER # PAYMENTS MADE TO: FOR: AMOUNT

8371 TREAS PAYROLL FUND PD ENDING 10-19-83 34,934.12

8405 ADVERTISING AGE BOOKS 92.00

8406 AMER JOURNAL OF NURSING BOOKS 29.00

8407 ARCHITECTURAL RECORD BOOKS 66.00

8408 BETTER HOMES & GARDENS BOOKS 34.97

8409 R R BOWKER CO BOOKS 165.00

8410 CONGRESSIONAL QUARTERLY BOOKS 327.00

8411 DECATUR CIVIC CENTER AUTH ROOM RENTAL 10.00

8412 DOG WORLD BOOKS 44.00

8413 DOWNTOWN DECATUR COUNCIL PARKING 400.00

8414 DUKE'S OFFICE SUPPLIES TYPEWRITERS 3,207.44

8415 GIFTS & DECORATIVE ACCESS BOOKS 48.00

8416 GREASIAS AND BOOTH PROF SERVICES 950.00

8417 HARVARD BUSINESS REVIEW BOOKS 30.00

8418 HIGSMITH CO INC BOOKS 57.06

8419 JOURNAL OF ACCOUNTANCY BOOKS 48.00

8420 LINN'S STAMP NEWS BOOKS 38.00

8421 R D MCWILLEN JANITORIAL 37.50

8422 MODERN BUSINESS SYSTEMS MAINT CONTRACT 480.00

8423 RAILROAD MODEL CRAFTSMAN BOOKS 44.00

8424 RAIN UMBRELLA INC BOOKS 25.00

8425 RUSSELL'S GUIDES INC BOOKS 63.35

8426 SATURDAY REVIEW BOOKS 8.00

8427 UNIV OF CHICAGO PRESS BOOKS 30.00

8428 UNIV OF CHICAGO PRESS BOOKS 69.50

TOTAL OF ALL VOUCHER CHECKS = 41,237.94

AMOUNT

FOR:

PAYMENTS MADE TO:

VOUCHER #

14.26

SMALL PARTS

RADIO SHACK

8798

4.00

BOOKS

ROLLING PRAIRIE LIBRARIES

8800

19.63

BOOKS

SCRIBNER BOOK CO INC

8801

123.58

BOOKS

SCRIBNER BOOK CO INC

8802

20.56

AUDIO VISUAL

SOUND/VIDEO UNLTD

8803

9,184.77

BOOKS

SUPT OF DOCUMENTS

8804

6,144.00

RETIREMENT

TREAS ILL MUNI RETIREMENT

8805

2,078.00

INSURANCE

TREAS %MED INS ESCROW

8806

1,361.00

ADM CHARGES

TREAS GNL OPERATING FUND

8807

30.00

BOOKS

UNIV OF CHICAGO PRESS

8809

169.00

BOOKS

UNIVERSITY MICROFILMS INT

8810

22.00

BOOKS

WEST PUBL CO

8811

20.04

MACHINE RENTAL

XEROX CORP

8832

24,843.07

TOTAL OF ALL VOUCHER CHECKS =

FORM 1411-2G-0  
PRINTED IN U.S.A.  
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CITY OF DECATUR, ILLINOIS

DECATUR PUBLIC LIBRARY

10/01/83 THRU 10/31/83

PRINTED IN U.S.A.

VOUCHER #	PAYMENTS MADE TO:	FOR:	AMOUNT
8919	ADT	ANNUAL CHARGES	1,659.00
8920	AUDIO BUFF CO INC	AUDIO VISUAL	352.40
8921	BAKER & TAYLOR CO	BOOKS	495.18
8922	BAKER & TAYLOR CO	BOOKS	12,114.31
8923	DOUBLEDAY & CO INC	BOOKS	194.29
8924	ILL BELL TELEPHONE CO	TELEPHONE CHARGES	672.97
8925	POSTMASTER	POSTAGE	300.00
8927	SMITHSONIAN INSTITUTION	BOOKS	34.00
8928	TV CASSETTE CORP	AUDIO VISUAL	60.00
TOTAL OF ALL VOUCHER CHECKS =			15,882.15
8926	<i>Pravie Paper</i>		<i>345.69</i>

FORM 1411-20-0