

**Decatur Public Library Board of Trustees
FINANCE AND PROPERTIES**

**Tuesday
June 15, 2010
4:30 p.m.**

Decatur Public Library Board Room

AGENDA

- I. ✓ Call to order – Carol Craig, Chair
- II. ✓ Approval of agenda
- III. ✓ Approval of the April 26, 2010 minutes.

IV. New Business:

- No ✓ A. Lease with Becky Olendorf/Exodus Arts
- ✓ B. Financials on webpage
- C. Other

IV. Old business

- ✓ A. Baby Talk
- ✓ B. Project Read

C. Education Coalition

- D. Lease Price: Closed Session (5 ILCS 120/2(c)(6) I move that the Board enter into closed session for the purpose of setting a price for lease of the space requested by Baby Talk. Mark Gibson present.

E. Other

VI. Adjournment

*Links - Discussion was general.
What is best way to use library
web-site for information?
To it to provide services.*

*2010
- 9
2010*

If you have questions please contact:

Lee Ann Fisher, City Librarian

421-9713 or lfisher@decatur.lib.il.us

Peoria
Champaign
Springfield

5, ~~100~~ $\sqrt{1,500}$ ~~30~~

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance & Properties Committee Meeting
April 26, 2010

I. CALL TO ORDER:

Carol Craig, Chair, called the meeting to order at 4:36 p.m. Members present: Jim Alpi and Nicholette Rademacher. Teena Zindel-McWilliams, ex-officio, was absent. Staff present: Lee Ann Fisher, City Librarian, Karen Bjorkman, Assistant City Librarian. Others present: Mark Gibson, Claudia Quigg, Rick Imhoff, Ellen Stogdill, Penny Kotal, and Mike Deatherage.

II: AGENDA:

Approved as amended. Tabled C3 proposal and removed closed sessions.

III. MINUTES:

Motion by Mrs. Rademacher and seconded by Mr. Alpi to approve the minutes of the March 16, 2010 meeting. Carried unanimously.

IV: NEW BUSINESS:

Discussed the cash flow. Ms. Fisher explained that the city will pay the library bills until the taxes are received since the library is running at a negative. The State of Illinois has not yet authorized payment of the per-capita grant money for the current fiscal year.

Question has been raised about putting the library budget information on the web-site. Ms. Fisher was asked by the committee to investigate the City Budget information and to see what other libraries are posting on their web-sites.

IV. OLD BUSINESS:

Claudia Quigg introduced Rick Imhoff, Ellen Stogdill, and Penny Kotal as additional representatives of Baby Talk to discuss the lease conditions. Mark Gibson, library council and the members of the committee asked questions concerning the length of the lease, conditions necessary that the library will need to do to complete the project. Ms. Quigg stated that they had met with the architect and had the drawings to present to the board. She explained that to proceed there would need to be Statement of Federal Interest by the board.

Ms. Craig asked 1. How long the Notice of Federal Interest would have to extend and if it could be sent concurrent with the grant that Baby Talk had obtained. The grant period is for 2 years.

2. Would need a draft of the lease from Mr. Gibson and was not sure that he could have it prepared by April 28, 2010. Would it be possible to include a clause in the lease for renewal that would avoid the extension of the Federal Interest.

3. How long would the library need to delay receipt of the rent? Discussion was held that included charging a fee of \$7,500 for parking and snow removal with the rent being set at \$42,500 annually and \$40,000 being used to pay off the loan that Baby Talk will need, since the HVAC would be an addition to an asset owned by the library. Initial term of the lease to end September 2011 with option to renew and the first rent due October 1, 2010.

Ms. Quigg stated that Baby Talk would be willing to transfer responsibility for the utilities at once. They would like to go to bids as soon as possible since they are only going to offer a 2 week bidding period.

Ms. Craig raised a point as to having an increase in rent over time based on the published CPI index.

Ms. Craig will take this information to the next Board Meeting.

Motion by Mr. Alpi and seconded by Mrs. Rademacher to have Mr. Gibson prepare the lease for presentation to the Library Board. Motion carried unanimously.

Ms. Craig asked Ms. Fisher to check on the RFP and investigate a performance contract and bring to the June regular board meeting. Mr. Alpi was interested in knowing how old the HVAC system is currently using and how much energy an upgrade will actually save.

IV. ADJOURNMENT

Motion by Mrs. Rademacher and seconded by Mr. Alpi that the meeting be adjourned. Motion carried unanimously.

Meeting adjourned at 6:26 p.m.

Respectfully submitted,

Karen Bjorkman

Karen Bjorkman
Assistant City Librarian

REGULAR MEETING AGENDA
DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Thursday, June 17, 2010

4:00 p.m.

Decatur Public Library Board Room

- I. Call to order – Teena Zindel-McWilliams, President
- II. Approval of agenda
- III. Approval of minutes for May 27, 2010, regular meeting
- IV. Communications from the public
- V. City Librarian's report
- VI. Reports of committees
 - A. Personnel, Policy & Public Relations Committee – Eugene King
 - i. No meeting in June.
 - B. Finance and Properties Committee – Carol Craig
 - i. June 15, 2010
 - ii. Approval of bills for May 2010
 - iii. Budget Report
 - C. Rolling Prairie Library System
 - i. Mary Gendry
 - D. Friends of the Library
 - i. June 10, 2010, meeting
 - ii. Need representative
 - E. Foundation
 - i. Next meeting is in July
 - ii. Appointments
- VII. Old business
 - A. Leases:
 - i. Baby Talk
 - ii. Education Coalition
 - iii. Project Read
 - iv. Exodus Arts – Becky Olendorf

B. Negotiations: Closed Session (5 ILCS 120/2(c)(2) I move that the Board enter into closed session for the purpose of discussing collective negotiating matters between the public body and its employees or representatives.

C. Other

VIII. New business

A. Nomination of Officers for 2010/2011

President – Vice-President – Secretary

B. Meeting time

IX. Serving Our Public 2.0: Standards for Illinois Public Libraries: Postponed until July Board Meeting.

X. Public comments – 15-minute time period for citizens to appear and express their views before the Decatur Public Library Board. Limit of 3 minutes per speaker; total of 15 minutes.

No immediate response will be given by the Library Trustees or Library staff members.

XI. Adjournment

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Regular Meeting

May 27, 2010

I. CALL TO ORDER:

Teena Zindel-McWilliams, president called the meeting to order at 4:05 p.m. Members present: Eugene King, Nicholette Rademacher, Jim Alpi, Darryl Barbee, Mary Gendry, Edward Costa, and William Faber. Carol Craig was absent. Staff present: Lee Ann Fisher and Karen Bjorkman. Members of the public present: Mike Deatherage, Katie Gross, Sally Woller, Ken Banning, Lee Wiley, DeAnne Davis, Kathy Collett, Amy McEvoy (FODPL) and Antar Kaunda (Republican precinct committeeman).

II. AGENDA:

Approved as stated.

III. MINUTES:

Motion by Mr. King and seconded by Mr. Costa to approve the minutes of the April 15, 2010, meeting minutes as corrected. Motion carried unanimously.

Motion by Mrs. Rademacher and seconded by Mr. King to approve the minutes of the April 28, 2010, special called meeting as presented. Motion carried unanimously.

IV. COMMUNICATIONS FROM THE PUBLIC:

Ms Fisher has received a request from the Master Gardners to be able to park in the front of the Library building when they are working on the flower beds. The library will need to paint 2 places and put up signs indicating where they can park.

Library Board asked Ms. Fisher to have the parking spaces painted and the signs put up.

V. LIBRARIAN'S REPORT:

No additions.

VI. REPORTS OF COMMITTEES:

Personnel, Policy, and Public Relations Committee:

Mr. King stated that the committee did not meet in May.

Finance and Properties Committee:

Ms. Fisher explained that the library will be receiving help from the city to cover the bills and payroll until the taxes are received.

Motion by Mrs. Rademacher and seconded by Mr. King to approve the bills for April 2010. Motion carried on a roll call vote yes.

Budget was presented for information.

Ms. Fisher explained that she has calculated the electrical cost as \$2.00 per square foot. Mr. Alpi thanked her for checking on this.

Rolling Prairie Library System:

Ms. Gendry reported that RPLS will begin Tuesday-Friday hours starting July 1, 2010, because of the lack of state funds.

Friends of the Decatur Public Library:

Amy McEvoy reported that the Friends really like the new sale room and that they are working on the September book sale. They are averaging between 900 and 1,000 dollars at the Second Saturday book sales.

Foundation:

Ms Fisher explained that there are 2 appointments of new members needed for the Foundation Board. They also need a board representative.

Next meeting is in July.

II. OLD BUSINESS:

Ms. Fisher reported that Baby Talk has done the remaining asbestos abatement on the building. And has had an appraisal of the library annex. All the paperwork has been submitted to the federal government and they are waiting on the go ahead. Ms. Fisher stated that Baby Talk had asked to place a POD in the parking lot and she had given them permission to store furniture they are receiving for the new facility in the library storage space on the 2nd floor of the main building.

Education coalition is ready to proceed and the lease has been received from Mark Gibson and will go to finance or final approval and to the full board in June.

Motion by Mr. King and seconded by Mr. Costa at 4:18 p.m. to go into closed session (5ILCS1202(c)(2) for the purpose of discussing collective negotiating matters between the public body and its employees or representatives. Motion carried on a roll call vote of yes.

Motion by Mrs. Rademacher and seconded by Mr. King at 4:27 p.m. to return to open session. Motion carried on a roll call vote of yes.

VIII. NEW BUSINESS:

Mr. Faber requested that the city librarian's monthly report be posted on the web-site.

Mrs. Zindel-McWilliams asked the Personnel, Policy and Public Relations Committee to discuss the posting at their next regular meeting.

IX. SERVING OUR PUBLIC:

Discussion will resume in July.

X. COMMENTS FROM PUBLIC:

Ms. Davis asked why the Finance Committee minutes posted on the website are only up to January 2010.

Ms. Woller asked why the Annual Report was not posted.

Ms. Zindel-McWilliams thanked them for their information.

XI. ADJOURNMENT:

Motion by Mrs. Rademacher and seconded by Mrs. Gendry to adjourn the meeting at 4:40 p.m.
Motion carried unanimously on a roll call vote.

Meeting adjourned at 4:40 p.m.

Respectfully submitted,
Karen Bjorkman
Assistant City Librarian

To be approved at the June meeting.

CITY LIBRARIAN'S REPORT
June 9, 2010
DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

CITY LIBRARIAN: With the annual reports and the meeting just being two weeks ago, there is not that much new to report. The new fiscal year started May 1st, and so did our statistics. May 23rd was the last Sunday we were open until September 12th. We are working with Overdrive, our new downloadable program, to begin July 1st. Several staff members, myself included spend a day unloading the bookmobiles, checking the items in, and shelving them. The Adult, Young Adult and Children's selectors are pulling the popular request items and adding them to the collections, so the books are not just sitting there unused. I was asked to serve on the "Community Impact Committee", a special panel for United Way. I was on vacation May 28-June 7.

FRIENDS: Had another good "Second Saturday" sale. They are already organizing for the annual book sale at the Civic Center in September.

FOUNDATION: They will meet in July, or when the need arises. The Library Board still needs to appoint 3 members, one of these needs to be a Board member. They also need to appoint a treasurer. We received \$2,500 from National Endowment for the Humanities for an exhibit we will be hosting in 2014.

RPLS: Will start their new schedule July 1st.

PNG: Is finished for the summer. We will not start the next session till we receive the check from the state.

STAFF: No staff action this month.

ADMINISTRATION: Gate count was 25,315 for the month. The meeting rooms were used 91 times and booked 23, earning \$130; most bookings were paid for last month.

ADULT DIVISION: Our 5 programs had 171 attendees, the most popular being our musical partnership with Millikin. The summer reading program for adults and young adults started June 1st, we are also doing one for staff. A total of 341 people used the Database computers, +59% increase since April 2010, and +29.7% increase since May 2009. Of the 341 people, 205 (60%) were doing job search related work. The program "Put Illinois to Work" brought in a lot of job users. Our 11 online book clubs have 1,118 members, who accessed it 22,360 times. The Local History room had 65 visitors, 11 who were from out of town. Three librarians have now been trained to do interlibrary loan, the rest of the staff will be trained on placing requests online in July.

BUILDING DIVISION: We finished cleaning up the Library Annex after the asbestos abatement. With the help of the Master Gardner's the grounds are looking good. The parking

lot needs some patching and we have replaced one of the two damaged stop signs. We are waiting on the city to get us another one.

CHILDREN'S DIVISION: We had 19 class visits, which was the most we've had in May since 2002. The "Book a Trip" summer reading club kicked off June 1st. Our 32 programs had 778 attendees, we had 7 groups use the library and 325 kids sign up to use the computers.

CIRCULATION DIVISION: Total number of checkouts during the month of May is 42,059 items. There were 5,054 items checked out of the DPL by patrons from other libraries and DPL patrons checked out 2,661 items at other libraries. There were 2,445 items routed into the DPL from other libraries to fill requests for pick-up at the DPL and 3,398 items were routed out of the DPL to fill requests at other RPLS libraries. When all items routed out of the DPL to fill requests at surrounding libraries are added to the total checkouts for the month, the combined circulation total is 45,457. We placed 5,139 requests in May and resolved 7,013 requests and of these, 3,659 items were picked up at the DPL. We opened 230 new accounts in May.

GATES COMPUTER LAB: Our 13 computer classes had 65 attendees, 59 of whom were Decatur residents. There will be no classes in June and July.

SYSTEMS ADMINISTRATION: There is a problem with getting to our homepage from within the library. Staff and patrons are getting a page that says our website is not available, it is after several refreshes. We are working on a solution. DPL Wireless had 94 users who were connected for 190 hours and downloaded 3,865 megabytes while uploading 759 megabytes. 1,169 patrons logged on to CybraryN computers a total of 4,709 times and used a total of 2,657. 953 DPL cards were used and 209 guest passes were issued.

TECHNICAL DIVISION: The freeze in the book budget accounts will continue until sometime in late June or July. This means fewer items are being ordered, cataloged and processed, so numbers are down. During this slow time we are working on special projects and cleaning up the database. Total invoices printed were 62, and 334 items were barcoded. We received 27 bins of mail and 323 bins from RPLS. Of the 64 packages received, 27 went to other departments in the library. We catalogued 686 new materials, 13,835 database changes were made, and 28 agency transfers. We imported 1,833 OCLC records into Horizon, made 63 reinstatements, and updated 319 bibliographic holdings in OCLC. We processed 1,696 withdrawal items for disposal or to be delivered to the book sale, and worked to resolve authority problems correcting authorities on 1,570 items. We processed 2,185 items.

Respectfully submitted,

Lee Ann Fisher

Lee Ann Fisher
City Librarian

Proposed Plan for Lease of Annex- Second Floor

To be used by not for profit organization for educational purposes in performing and visual arts for the community, specifically to reach youth and under served portions of the population.

Monthly rent: \$800.00 for remainder of second floor of the annex building.

Monthly rent may be renegotiated after the first year based on the monthly income of Exodus Arts.

Property owners will be responsible for all repairs to the roof and existing damages from leaking. The roof must be fixed by July 1, 2010 in order to complete renovations and install proper flooring.

We will need to remove several walls in order to create space for studios and classrooms to accommodate more students. We will have completed renovations inspected for structural safety of the building and compliance to code.

We agree that all existing fixtures (such as lighting and cabinets) on the second floor are to remain with the building for use by Exodus Arts.

We understand that we will be given our own entrance independent of any other tenants using the building. This arrangement is preferable to us.

We request permission to remove the bush in front of the entrance to the second floor for reasons involving security and safety of the students entering and exiting the building. We also request permission to install a limited number of security cameras around this entrance.

Exodus Arts will require signage rights to hang a banner or sign on the side of the annex building near our entrance (size will not be big enough to be disproportionate or detract from the aesthetic appearance of the building) as well as rights to place a sign in the front of the library building- size and location of this sign will be negotiable.

We agree that either party must give a minimum of 60 days written notice prior to discontinuing the lease agreement. Exodus Arts expects first right of refusal should the property owners ever choose to sell.



Becky Olendorf
Dance Instructor

7 4TH DRIVE
DECATUR, IL 62521
(217) 424-2422
(217) 358-0437

dancehispraise@yahoo.com

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LIBRARY FUNDS CHECK REGISTER
FOR INVOICES FROM 5/1/2010 TO 5/31/2010

DATE: 5/1/2010
 TIME: 9:57:36AM

CHECK NO.	CHECK DATE	VENDOR	ITEM AMOUNT	ITEM DESCRIPTION	ACCOUNT #	ACCOUNT DESCRIPTION
35 LIBRARY FUND						
58105	5/4/2010	AMERENIP	2,991.07	#01143-96975 ACCT	35593512 - 423100	ELECTRICITY
58105	5/4/2010	AMERENIP	191.65		35593512 - 423200	NATURAL GAS
58115	5/4/2010	AT & T	111.17	#217 424-0674 314 2 ACCT	35593512 - 423300	TELEPHONE
58116	5/4/2010	BABY TALK, INC.	275.00	BABY TALK	35593512 - 428000	PROFESSIONAL SERVICES
58145	5/4/2010	FAST IMPRESSIONS	308.90	14 ply white process board cut	35593512 - 434500	OFFICE SUPPLIES
58226	5/11/2010	AT & T	29.65	#051 564-8308 001 ACCT	35593512 - 423300	TELEPHONE
58246	5/11/2010	COMMERCIAL MAIL SERVICES	359.22	MTHLY PRESORT, BARCODING, ETC	35593512 - 424500	POSTAGE
58329	5/11/2010	OFFICE DEPOT	99.56	OFFICE SUPPLIES	35593512 - 434500	OFFICE SUPPLIES
58366	5/11/2010	TREAS-FLEET MAINTENANCE	500.09	APR'10 FUEL USAGE	35593512 - 431000	GASOLINE
58389	5/17/2010	ADVANCED DIESEL INC.	350.00	REPAIR BOOKMOBILE	35593512 - 421200	SERV - AUTO EQUIPMENT
58389	5/17/2010	ADVANCED DIESEL INC.	245.45		35593512 - 433700	MATERIAL - AUTO EQUIP
58392	5/17/2010	AMEREN ENERGY MARKETING	11,461.80	#GMCDEC0001 ACCT	35593512 - 423100	ELECTRICITY
58393	5/17/2010	AMERENIP	17.92	#61754-40011 ACCT	35593532 - 423100	ELECTRICITY
58393	5/17/2010	AMERENIP	18.10	#44653-48020 ACCT	35593532 - 423100	ELECTRICITY
58393	5/17/2010	AMERENIP	133.45	#05795-67017 ACCT	35593532 - 423100	ELECTRICITY
58399	5/17/2010	AT & T	98.35	#217 Z07-5232 228 5 ACCT	35593512 - 423300	TELEPHONE
58399	5/17/2010	AT & T	111.68	#217 Z28-0408 284 3 ACCT	35593512 - 423300	TELEPHONE
58399	5/17/2010	AT & T	984.69	#217 R26-4043 285 4 ACCT	35593512 - 423300	TELEPHONE
58401	5/17/2010	B & B GLASS	40.00	REPAIR WINDOW-BOOKMOBILE	35593512 - 421200	SERV - AUTO EQUIPMENT
58401	5/17/2010	B & B GLASS	70.33		35593512 - 433700	MATERIAL - AUTO EQUIP
58410	5/17/2010	CDW GOVERNMENT INC	57.74	2 EA DVR DRIVES-SUPPLIES	35593512 - 434500	OFFICE SUPPLIES
58416	5/17/2010	CRUCIAL TECHNOLOGY	87.98	COMPUTER HARDWARE-MATL-PNG G	35593512 - 449900	SMALL CAPITAL ITEMS
58429	5/17/2010	EDWARD BOOTH	3,600.00	APR'10 LEGAL SERV-PROF SERV	35593512 - 428000	PROFESSIONAL SERVICES
58439	5/17/2010	HEART TECHNOLOGIES INC	75.00	TELEPHONE CHARGES	35593512 - 423300	TELEPHONE
58439	5/17/2010	HEART TECHNOLOGIES INC	1,393.34	INTERTEL PHONE SYS/LAMP CARD-M	35593512 - 423300	TELEPHONE
58440	5/17/2010	HENDRICKS, ROBYN	70.30	041510-ILA BOARD MTG	35593512 - 424100	CONFERENCES & TRAVEL
58442	5/17/2010	HUNZEKER SERVICE AGENCY	560.00	IGNITOR-LABOR/MATL	35593512 - 421000	SERVICE TO MAINT BUILDING
58442	5/17/2010	HUNZEKER SERVICE AGENCY	31.60		35593512 - 432000	MATERIALS - BUILDINGS
58452	5/17/2010	LINDA'S MUSIC CENTER	198.00	BLDG SUPP-SOUND SYS SUPP	35593512 - 432000	MATERIALS - BUILDINGS
58452	5/17/2010	LINDA'S MUSIC CENTER	399.99		35593512 - 432000	MATERIALS - BUILDINGS
58458	5/17/2010	MENARDS	24.40	BLDG SUPP	35593512 - 432000	MATERIALS - BUILDINGS
58458	5/17/2010	MENARDS	110.47		35593512 - 432000	MATERIALS - BUILDINGS
58460	5/17/2010	MICROTEK	185.00	MICROFILM MACH-PARTS/MATL	35593512 - 421300	SERV-OFFICE EQUIPMENT
58460	5/17/2010	MICROTEK	18.00		35593512 - 432000	MATERIALS - BUILDINGS
58471	5/17/2010	NORD CLEANING SERVICE, INC	129.60	JANITORIAL SUPPLIES	35593512 - 431200	JANITORIAL SUPPLIES
58474	5/17/2010	PAETEC	52.72	#3292627 ACCT	35593512 - 423300	TELEPHONE
58474	5/17/2010	PAETEC	79.01	#3318933 ACCT	35593512 - 423300	TELEPHONE
58481	5/17/2010	RELIANCE LABEL SOLUTIONS	3,934.90	LIBRARY PATRON CARDS	35593512 - 420200	PRINTING AND BINDING
58481	5/17/2010	RELIANCE LABEL SOLUTIONS	111.93		35593512 - 424500	POSTAGE
58485	5/17/2010	SENTINEL PEST CONTROL CO	32.00	EXTERMINATING SERVICES	35593512 - 421000	SERVICE TO MAINT BUILDING
58493	5/17/2010	UNIQUE MANAGEMENT SERVICES	886.05	APR'10 COLLEC SERV-PROF SERV	35593512 - 428000	PROFESSIONAL SERVICES

CITY OF E C A T U R
LIBRARY FUNDS CHECK REGISTER
FOR INVOICES FROM 5/1/2010 TO 5/31/2010

DATE: 6/1/2010
 TIME: 9:57:36AM

CHECK NO.	CHECK DATE	VENDOR	ITEM AMOUNT	ITEM DESCRIPTION	ACCOUNT #	ACCOUNT DESCRIPTION
58496	5/17/2010	VEOLIA ENVIRONMENTAL SERVICES	372.60	GARBAGE SERVICE FOR CITY OFF.	35593512 - 421000	SERVICE TO MAINT BUILDING
58502	5/17/2010	WILKERSON, MATT	46.94	BLDG MATL-DOOR ALARM FOR OFC	35593512 - 432000	MATERIALS - BUILDINGS
58504	5/17/2010	BAKER & TAYLOR CO	0.26	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	0.32		35593515 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	2.44		35593515 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	6.03		35593515 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	9.42		35593515 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	20.99		35593515 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	42.80		35593515 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	145.58		35593515 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	7.34		35593515 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	11.01		35593515 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	14.69		35593515 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	25.69		35593515 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	25.70		35593515 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	38.89		35593515 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	58.72		35593515 - 458000	BOOKS & PERIODICALS
58615	5/21/2010	STRIGLOS/HAINES & ESSICK	366.29	OFFICE SUPPLIES	35593512 - 434500	OFFICE SUPPLIES
58624	5/21/2010	TREAS-GENERAL FUND	760.15	APRIL POSTAGE	35593512 - 424500	POSTAGE
58627	5/21/2010	TREAS-PETTY CASH	24.00	DPL PETTY CASH	35593512 - 424100	CONFERENCES & TRAVEL
58627	5/21/2010	TREAS-PETTY CASH	40.00		35593512 - 428000	PROFESSIONAL SERVICES
58627	5/21/2010	TREAS-PETTY CASH	17.40		35593512 - 432000	MATERIALS - BUILDINGS
58627	5/21/2010	TREAS-PETTY CASH	3.24		35593512 - 434500	OFFICE SUPPLIES
58627	5/21/2010	TREAS-PETTY CASH	10.78		35593512 - 434500	OFFICE SUPPLIES
58627	5/21/2010	TREAS-PETTY CASH	44.00		35593512 - 434500	OFFICE SUPPLIES
58647	5/25/2010	AT & T	110.79	#217 424-0674 314 2 ACCT	35593512 - 423300	TELEPHONE
58649	5/25/2010	BAKER & TAYLOR CO	0.53	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
58649	5/25/2010	BAKER & TAYLOR CO	7.99		35593515 - 458000	BOOKS & PERIODICALS
58649	5/25/2010	BAKER & TAYLOR CO	37.89		35593515 - 458000	BOOKS & PERIODICALS
58649	5/25/2010	BAKER & TAYLOR CO	65.78		35593515 - 458000	BOOKS & PERIODICALS
58652	5/25/2010	BIBBY, SCOTT	125.00	DPL-SEC-042910	35593512 - 428000	PROFESSIONAL SERVICES
58666	5/25/2010	DMG SUPPLY CO	3,776.64	BLDG MATL-FILTERS	35593512 - 432000	MATERIALS - BUILDINGS
58669	5/25/2010	HASTINGS, SCOTT A.	875.00	DPL-SEC-0428,0505,0506,0512,05	35593512 - 428000	PROFESSIONAL SERVICES
58670	5/25/2010	HAWKINS, MICHAEL	537.50	DPL-SEC-0427,0503,0510,051810	35593512 - 428000	PROFESSIONAL SERVICES
58672	5/25/2010	HERMANN, JAMES	612.50	DPL-SEC-0426,0504,0511,051710	35593512 - 428000	PROFESSIONAL SERVICES
58680	5/25/2010	MENARDS	15.71	BLDG MATL	35593512 - 432000	MATERIALS - BUILDINGS
58680	5/25/2010	MENARDS	83.16		35593512 - 432000	MATERIALS - BUILDINGS
58680	5/25/2010	MENARDS	83.25		35593512 - 432000	MATERIALS - BUILDINGS
58680	5/25/2010	MENARDS	219.47		35593512 - 432000	MATERIALS - BUILDINGS
58692	5/25/2010	PROQUEST INFORMATION & LEARNING	3,760.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
58694	5/25/2010	ROLLING PRAIRIE LIBRARY SYSTEM	802.89	OFc SUPP-3 PART PATRON NOTICE	35593512 - 434500	OFFICE SUPPLIES
58703	5/25/2010	TREAS-GENERAL FUND	100.00	MAY'10 TRANSF TO THE GEN FD	35593512 - 441500	TRANSFER TO GENERAL FD

CHECK NO.	CHECK DATE	VENDOR	ITEM AMOUNT	ITEM DESCRIPTION	ACCOUNT #	ACCOUNT DESCRIPTION
58704	5/25/2010	TREAS-MIS OPERATING	1,615.92	MAY'10 TRANSF TO MIS OPERA FD	35593512 - 423000	MIS SERVICES
58705	5/25/2010	TREAS-SELF INSURANCE FUND	175.33	MAY'10 TRANSF TO SELF INS FD	35593512 - 441800	MOTOR VEHICLE INSURANCE
58705	5/25/2010	TREAS-SELF INSURANCE FUND	141.42		35593512 - 442000	BOLLER INSURANCE
58705	5/25/2010	TREAS-SELF INSURANCE FUND	1,974.08		35593512 - 442100	PROPERTY INSURANCE
58705	5/25/2010	TREAS-SELF INSURANCE FUND	634.25		35593512 - 442300	GENERAL LIABILITY INS
58708	5/25/2010	WILKERSON, MATT	96.95	COMPUTER SOFTWARE-WEBWATCHE	35593512 - 424700	COMPUTER SOFTWARE
59 LIBRARY TRUST FUNDS						
59 LIBRARY TRUST FUNDS			48,383.44			
58504	5/17/2010	BAKER & TAYLOR CO	6.74	BOOKS	59595912 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	52.43		59595912 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	63.84		59595912 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	75.67		59595912 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	159.55		59595912 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	284.98		59595912 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	488.28		59595912 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	548.90		59595912 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	9.19		59595942 - 458000	BOOKS & PERIODICALS
58504	5/17/2010	BAKER & TAYLOR CO	12.27		59595942 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	21.30		59595912 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	22.04		59595912 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	36.24		59595912 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	36.73		59595912 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	64.62		59595912 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	80.81		59595912 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	507.53		59595912 - 458000	BOOKS & PERIODICALS
58505	5/17/2010	BAKER & TAYLOR ENTERTAINMENT	30.84		59595942 - 458000	BOOKS & PERIODICALS
58506	5/17/2010	BOOK WHOLESALERS, INC.	10.20		59595912 - 458000	BOOKS & PERIODICALS
58506	5/17/2010	BOOK WHOLESALERS, INC.	55.33		59595942 - 458000	BOOKS & PERIODICALS
58506	5/17/2010	BOOK WHOLESALERS, INC.	112.68		59595942 - 458000	BOOKS & PERIODICALS
58508	5/17/2010	DAVIDSON TITLES, INC	23.95		59595912 - 458000	BOOKS & PERIODICALS
58509	5/17/2010	GALE GROUP, INC.	200.60		59595912 - 458000	BOOKS & PERIODICALS
58513	5/17/2010	ROLLING PRAIRIE LIBRARY SYSTEM	80.00		59595912 - 458000	BOOKS & PERIODICALS
58649	5/25/2010	BAKER & TAYLOR CO	106.93		59595912 - 458000	BOOKS & PERIODICALS
58649	5/25/2010	BAKER & TAYLOR CO	138.61		59595912 - 458000	BOOKS & PERIODICALS
58649	5/25/2010	BAKER & TAYLOR CO	180.71		59595912 - 458000	BOOKS & PERIODICALS
58649	5/25/2010	BAKER & TAYLOR CO	284.95		59595912 - 458000	BOOKS & PERIODICALS
58649	5/25/2010	BAKER & TAYLOR CO	296.84		59595942 - 458000	BOOKS & PERIODICALS
58650	5/25/2010	BAKER & TAYLOR ENTERTAINMENT	42.56		59595912 - 458000	BOOKS & PERIODICALS
58650	5/25/2010	BAKER & TAYLOR ENTERTAINMENT	275.49		59595912 - 458000	BOOKS & PERIODICALS
58653	5/25/2010	BOOK WHOLESALERS, INC.	24.64		59595942 - 458000	BOOKS & PERIODICALS
59 LIBRARY TRUST FUNDS Total			4,335.45			

DATE: 6/1/2010
TIME: 9:57:36AM

LIBRARY FUNDS CHECK REGISTER
FOR INVOICES FROM 5/1/2010 TO 5/31/2010

CHECK NO. CHECK
 DATE

VENDOR

ITEM AMOUNT

ITEM DESCRIPTION

ACCOUNT #

ACCOUNT DESCRIPTION

WARRANT TOTAL:

52,718.89

DECATUR PUBLIC LIBRARY
City of Decatur
YEAR-TO-DATE BUDGET REPORT
Revenue Expense Summary May 2010

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCE	AVAILABLE BUDGET	PCT USED
35 LIBRARY FUND							
3559350 LIBRARY FUND							
3559350 BEGINNING FUND BALANCE	\$ (346,552.00)	\$ (346,552.00)	\$ (312,681.50)	\$ (312,681.50)	\$ -	\$ (33,870.50)	90.2 %
3559350 REAL ESTATE TAXES	\$ (3,000,000.00)	\$ (3,000,000.00)	\$ -	\$ -	\$ -	\$ (3,000,000.00)	0 % *
3559350 STATE REPLACEMENT TAX	\$ (325,000.00)	\$ (325,000.00)	\$ (37,095.00)	\$ (37,095.00)	\$ -	\$ (287,905.00)	11.4 %
3559350 STATE GRANTS OR OTHER	\$ (140,000.00)	\$ (140,000.00)	\$ -	\$ -	\$ -	\$ (140,000.00)	0 % *
3559350 FINES AND FEES	\$ (70,000.00)	\$ (70,000.00)	\$ (4,470.18)	\$ (4,470.18)	\$ -	\$ (65,529.82)	6.4 % *
3559350 NON- RESIDENTIAL FEES	\$ (600.00)	\$ (600.00)	\$ -	\$ -	\$ -	\$ (600.00)	0 % *
3559350 LOST OR DAMAGED BOOKS	\$ (17,000.00)	\$ (17,000.00)	\$ (677.55)	\$ (677.55)	\$ -	\$ (16,322.45)	4 % *
3559350 COPIES AND MISCELLANEOUS	\$ (17,000.00)	\$ (17,000.00)	\$ (281.75)	\$ (281.75)	\$ -	\$ (16,718.25)	1.7 % *
3559350 MEETING ROOM FEES	\$ (12,000.00)	\$ (12,000.00)	\$ (820.00)	\$ (820.00)	\$ -	\$ (11,180.00)	6.8 % *
3559350 INVESTMENT INCOME	\$ (3,000.00)	\$ (3,000.00)	\$ (38.97)	\$ (38.97)	\$ -	\$ (2,961.03)	1.3 % *
3559350 LEASE OF LIBRARY PROPERTY	\$ (7,000.00)	\$ (7,000.00)	\$ -	\$ -	\$ -	\$ (7,000.00)	0 % *
TOTAL LIBRARY FUND	\$ (3,938,152.00)	\$ (3,938,152.00)	\$ (356,064.95)	\$ (356,064.95)	\$ -	\$ (3,582,087.05)	9 %
35 LIBRARY FUND							
35593511 DPL - PERSONNEL SERVICES							
35593511 SALARIES	\$ 2,088,758.00	\$ 2,088,758.00	\$ 148,292.34	\$ 148,292.34	\$ -	\$ 1,940,465.66	7.1 %
35593511 OVERTIME	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0 %
35593511 TEMPORARY SALARIES	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0 %
35593511 IMRF/SOCIAL SECURITY PAYMENT	\$ 230,057.00	\$ 230,057.00	\$ 24,197.22	\$ 24,197.22	\$ -	\$ 205,859.78	10.5 % *
35593511 LIFE INSURANCE	\$ 3,500.00	\$ 3,500.00	\$ 240.26	\$ 240.26	\$ -	\$ 3,259.74	6.9 %
35593511 MEDICAL INSURANCE	\$ 280,706.00	\$ 280,706.00	\$ 22,851.85	\$ 22,851.85	\$ -	\$ 257,854.15	8.1 %
35593511 UNEMPLOYMENT INSURANCE	\$ 1,200.00	\$ 1,200.00	\$ 171.82	\$ 171.82	\$ -	\$ 1,028.18	14.3 % *
35593511 WORKERS' COMPENSATION	\$ 27,528.00	\$ 27,528.00	\$ 4,988.83	\$ 4,988.83	\$ -	\$ 22,539.17	18.1 % *
35593511 SERVICE RECOGNITION	\$ 21,000.00	\$ 21,000.00	\$ 3,368.00	\$ 3,368.00	\$ -	\$ 17,632.00	16 % *
TOTAL DPL - PERSONNEL SERVICES	\$ 2,654,749.00	\$ 2,654,749.00	\$ 204,110.32	\$ 204,110.32	\$ -	\$ 2,450,638.68	7.7 %

DECATUR PUBLIC LIBRARY
City of Decatur

YEAR-TO-DATE BUDGET REPORT

Revenue Expense Summary May 2010

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCE	AVAILABLE BUDGET	PCT USED
35593512 DPL - OPERATING EXPENSES							
35593512 ADVERTISING	\$ 150.00	\$ 150.00	\$ -	\$ -	\$ -	\$ 150.00	0 %
35593512 PRINTING AND BINDING	\$ 1,000.00	\$ 1,000.00	\$ 3,934.90	\$ 3,934.90	\$ -	\$ (2,934.90)	393.5 % *
35593512 SERVICE TO MAINT BUILDINGS	\$ 50,000.00	\$ 51,118.00	\$ 964.60	\$ 964.60	\$ 1,133.20	\$ 49,020.00	4.1 %
35593512 SERV TO MAINT IMPROVEMENT	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00	0 %
35593512 SERV - AUTO EQUIPMENT	\$ 1,000.00	\$ 1,000.00	\$ 390.00	\$ 390.00	\$ -	\$ 610.00	39 % *
35593512 SERV-OFFICE EQUIPMENT	\$ 26,000.00	\$ 26,000.00	\$ 185.00	\$ 185.00	\$ -	\$ 25,815.00	0.7 %
35593512 MIS SERVICES	\$ 19,391.00	\$ 19,391.00	\$ 1,615.92	\$ 1,615.92	\$ -	\$ 17,775.08	8.3 % *
35593512 ELECTRICITY	\$ 175,000.00	\$ 175,000.00	\$ 14,452.87	\$ 14,452.87	\$ -	\$ 160,547.13	8.3 %
35593512 NATURAL GAS	\$ 15,000.00	\$ 15,000.00	\$ 191.65	\$ 191.65	\$ -	\$ 14,808.35	1.3 %
35593512 TELEPHONE	\$ 37,000.00	\$ 37,000.00	\$ 3,046.40	\$ 3,046.40	\$ -	\$ 33,953.60	8.2 %
35593512 WATER	\$ 7,000.00	\$ 7,000.00	\$ -	\$ -	\$ -	\$ 7,000.00	0 %
35593512 BANKING SERVICE CHARGES	\$ 1,000.00	\$ 1,000.00	\$ 56.07	\$ 56.07	\$ -	\$ 943.93	5.6 %
35593512 TRAINING SCHOOL EXPENSES	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00	0 %
35593512 CONFERENCES & TRAVEL	\$ 4,000.00	\$ 4,000.00	\$ 94.30	\$ 94.30	\$ -	\$ 3,905.70	2.4 %
35593512 POSTAGE	\$ 18,000.00	\$ 18,000.00	\$ 1,231.30	\$ 1,231.30	\$ -	\$ 16,768.70	6.8 %
35593512 COMPUTER SOFTWARE	\$ 10,000.00	\$ 10,000.00	\$ 96.95	\$ 96.95	\$ -	\$ 9,903.05	1 %
35593512 MEDICAL EXPENSES	\$ 250.00	\$ 250.00	\$ -	\$ -	\$ -	\$ 250.00	0 %
35593512 TEMP AGENCY SERVICES	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0 %
35593512 TUITION REIMBURSEMENT	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ 1,500.00	0 %
35593512 PROFESSIONAL SERVICES	\$ 70,000.00	\$ 70,000.00	\$ 6,951.05	\$ 6,951.05	\$ 3,025.00	\$ 60,023.95	14.3 % *
35593512 MEMBERSHIP FEES	\$ 33,000.00	\$ 33,000.00	\$ -	\$ -	\$ -	\$ 33,000.00	0 %
35593512 RENTAL - EQUIPMENT	\$ 200.00	\$ 200.00	\$ -	\$ -	\$ -	\$ 200.00	0 %
35593512 GASOLINE	\$ 5,000.00	\$ 5,000.00	\$ 500.09	\$ 500.09	\$ -	\$ 4,499.91	10 % *
35593512 JANITORIAL SUPPLIES	\$ 12,000.00	\$ 13,446.00	\$ 129.60	\$ 129.60	\$ 1,446.40	\$ 11,870.40	11.7 % *
35593512 MATERIALS - BUILDINGS	\$ 30,000.00	\$ 30,000.00	\$ 5,025.03	\$ 5,025.03	\$ -	\$ 24,974.97	16.8 % *
35593512 MATERIAL - AUTO EQUIP	\$ 2,500.00	\$ 2,500.00	\$ 315.78	\$ 315.78	\$ -	\$ 2,184.22	12.6 % *
35593512 OFFICE SUPPLIES	\$ 35,000.00	\$ 36,926.00	\$ 1,728.65	\$ 1,728.65	\$ 1,151.20	\$ 34,046.60	7.8 %
35593512 TRANSFER TO GENERAL FD	\$ 1,200.00	\$ 1,200.00	\$ 100.00	\$ 100.00	\$ -	\$ 1,100.00	8.3 %
35593512 MOTOR VEHICLE INSURANCE	\$ 2,104.00	\$ 2,104.00	\$ 175.33	\$ 175.33	\$ -	\$ 1,928.67	8.3 %
35593512 BOILER INSURANCE	\$ 1,697.00	\$ 1,697.00	\$ 141.42	\$ 141.42	\$ -	\$ 1,555.58	8.3 % *
35593512 PROPERTY INSURANCE	\$ 23,689.00	\$ 23,689.00	\$ 1,974.08	\$ 1,974.08	\$ -	\$ 21,714.92	8.3 %
35593512 GENERAL LIABILITY INS	\$ 7,611.00	\$ 7,611.00	\$ 634.25	\$ 634.25	\$ -	\$ 6,976.75	8.3 %
35593512 COLLISION DEDUCTIBLE	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0 %
35593512 SMALL CAPITAL ITEMS	\$ 20,000.00	\$ 20,000.00	\$ 87.98	\$ 87.98	\$ -	\$ 19,912.02	0.4 %
TOTAL DPL - OPERATING EXPENSES	\$ 617,792.00	\$ 622,283.00	\$ 44,023.22	\$ 44,023.22	\$ 6,755.80	\$ 571,503.63	8.2 %

DECATUR PUBLIC LIBRARY
 City of Decatur
YEAR-TO-DATE BUDGET REPORT
 Revenue Expense Summary May 2010

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCE	BUDGET	AVAILABLE BUDGET	PCT USED
ACCOUNTS FOR:								
35 LIBRARY FUND								
35 LIBRARY FUND								
35593515 DPL - OPERATING EXPENSES								

35593515 BOOKS & PERIODICALS	\$ 419,000.00	\$ 419,000.00	\$ 4,062.76	\$ 4,062.76	\$ -	\$ 414,937.24		1 %
TOTAL DPL - OPERATING EXPENSES	\$ 419,000.00	\$ 419,000.00	\$ 4,062.76	\$ 4,062.76	\$ -	\$ 414,937.24		1 %
35 LIBRARY FUND								
35593532 VILLAGE MALL-OP EXPENSES								

35593532 ELECTRICITY	\$ -	\$ -	\$ 169.47	\$ 169.47	\$ -	\$ (169.47)		100 % *
TOTAL VILLAGE MALL-OP EXPENSES	\$ -	\$ -	\$ 169.47	\$ 169.47	\$ -	\$ (169.47)		100 %
TOTAL LIBRARY FUND	\$ (246,611.00)	\$ (242,120.00)	\$ (103,699.18)	\$ (103,699.18)	\$ 6,755.80	\$ (145,176.97)		40 %
TOTAL REVENUES	\$ (3,938,152.00)	\$ (3,938,152.00)	\$ (356,064.95)	\$ (356,064.95)	\$ -	\$ (3,582,087.05)		
TOTAL EXPENSES	\$ 3,691,541.00	\$ 3,696,032.00	\$ 252,365.77	\$ 252,365.77	\$ 6,755.80	\$ 3,436,910.08		
GRAND TOTAL	\$ (246,611.00)	\$ (242,120.00)	\$ (103,699.18)	\$ (103,699.18)	\$ 6,755.80	\$ (145,176.97)		40 %

DECATUR PUBLIC LIBRARY
 City of Decatur
YEAR-TO-DATE BUDGET REPORT
 Revenue Expense Summary May 2010

ACCOUNTS FOR:	ORIGINAL	REVISED	YTD ACTUAL	MTD ACTUAL	ENCUMBRA	BUDGET	AVAILABLE	PCT
35 LIBRARY FUND	APPROP	BUDGET						USED

FOR 2011 01

ACCOUNTS FOR:	ORIGINAL	REVISED	YTD ACTUA	MTD ACTUAL	ENCUMBRA	BUDGET	AVAILABLE	PCT
59 LIBRARY TRUST FUNDS	APPROP	BUDGET						USED

5959590 DPL TRUST FUND REVENUES

5959590	BEG FUND BAL- CANTONI	\$ (89,197.00)	\$ (89,197.00)	\$ (87,284.22)	\$ (87,284.22)	\$ -	\$ (1,912.78)	97.9 %
5959590	BEG FUND BAL- MEYERS	\$ (292,883.00)	\$ (292,883.00)	\$ (295,724.84)	\$ (295,724.84)	\$ -	\$ 2,841.84	101 %
5959590	BEG FUND BAL- BRIDGES	\$ (1,382.00)	\$ (1,382.00)	\$ (1,574.12)	\$ (1,574.12)	\$ -	\$ 192.12	113.9 %
5959590	BEG FUND BAL- DONATIONS	\$ (5,604.00)	\$ (5,604.00)	\$ (16,082.17)	\$ (16,082.17)	\$ -	\$ 10,478.17	287 %
5959590	INTEREST INC - CANTONI	\$ (864.00)	\$ (864.00)	\$ (14.46)	\$ (14.46)	\$ -	\$ (849.54)	1.7 % *
5959590	INTEREST INC - MEYERS	\$ (2,842.00)	\$ (2,842.00)	\$ (48.98)	\$ (48.98)	\$ -	\$ (2,793.02)	1.7 % *
5959590	INTEREST INC - BRIDGES	\$ (13.00)	\$ (13.00)	\$ (0.25)	\$ (0.25)	\$ -	\$ (12.75)	1.9 % *
5959590	INTEREST - DONATIONS	\$ (58.00)	\$ (58.00)	\$ (2.66)	\$ (2.66)	\$ -	\$ (55.34)	4.6 % *
5959590	CONTRIBUTIONS	\$ (3,072.00)	\$ (3,072.00)	\$ -	\$ -	\$ -	\$ (3,072.00)	0 % *

TOTAL DPL TRUST FUND REVENUES \$ (395,915.00) \$ (395,915.00) \$ (400,731.70) \$ (400,731.70) \$ - \$ 4,816.70 101.2 %

59 LIBRARY TRUST FUNDS

59595912 TRUST CANTONI EXPENSES

59595912	BOOKS & PERIODICALS	\$ 30,000.00	\$ 30,000.00	\$ 3,793.66	\$ 3,793.66	\$ -	\$ 26,206.34	12.6 % *
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TOTAL TRUST CANTONI EXPENSES \$ 30,000.00 \$ 30,000.00 \$ 3,793.66 \$ 3,793.66 \$ - \$ 26,206.34 12.6 %

DECATUR PUBLIC LIBRARY
 City of Decatur
YEAR-TO-DATE BUDGET REPORT
 Revenue Expense Summary May 2010

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCE	AVAILABLE BUDGET	PCT USED
35 LIBRARY FUND							
59 LIBRARY TRUST FUNDS							
59595922 TRUST MEYER EXPENSES							
59595922__PROFESSIONAL FEES	\$ 200,000.00	\$ 200,000.00	\$ -	\$ -	\$ -	\$ 200,000.00	0%
59595922__SMALL CAPITAL ITEMS	\$ 90,000.00	\$ 90,000.00	\$ -	\$ -	\$ -	\$ 90,000.00	0%
59595922__BOOK AND PERIODICALS	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	0%
TOTAL TRUST MEYER EXPENSES	\$ 292,000.00	\$ 292,000.00	\$ -	\$ -	\$ -	\$ 292,000.00	0%
59 LIBRARY TRUST FUNDS							
59595942 TRUST DONATION EXPENSES							
59595942__BOOKS & PERIODICALS	\$ 3,000.00	\$ 3,000.00	\$ 128.16	\$ 128.16	\$ -	\$ 2,871.84	4.3%
TOTAL TRUST DONATION EXPENSES	\$ 3,000.00	\$ 3,000.00	\$ 128.16	\$ 128.16	\$ -	\$ 2,871.84	4.3%
TOTAL LIBRARY TRUST FUNDS	\$ (70,915.00)	\$ (70,915.00)	\$ (396,809.88)	\$ (396,809.88)	\$ -	\$ 325,894.88	559.6%
TOTAL REVENUES	\$ (395,915.00)	\$ (395,915.00)	\$ (400,731.70)	\$ (400,731.70)	\$ -	\$ 4,816.70	
TOTAL EXPENSES	\$ 325,000.00	\$ 325,000.00	\$ 3,921.82	\$ 3,921.82	\$ -	\$ 321,078.18	
GRAND TOTAL	\$ (70,915.00)	\$ (70,915.00)	\$ (396,809.88)	\$ (396,809.88)	\$ -	\$ 325,894.88	559.6%

Proposed Plan for Lease of Annex- Second Floor

To be used by not for profit organization for educational purposes in performing and visual arts for the community, specifically to reach youth and under served portions of the population.

Monthly rent: \$800.00 for remainder of second floor of the annex building.

Monthly rent may be renegotiated after the first year based on the monthly income of Exodus Arts.

Property owners will be responsible for all repairs to the roof and existing damages from leaking. The roof must be fixed by July 1, 2010 in order to complete renovations and install proper flooring.

We will need to remove several walls in order to create space for studios and classrooms to accommodate more students. We will have completed renovations inspected for structural safety of the building and compliance to code.

We agree that all existing fixtures (such as lighting and cabinets) on the second floor are to remain with the building for use by Exodus Arts.

We understand that we will be given our own entrance independent of any other tenants using the building. This arrangement is preferable to us.

We request permission to remove the bush in front of the entrance to the second floor for reasons involving security and safety of the students entering and exiting the building. We also request permission to install a limited number of security cameras around this entrance.

Exodus Arts will require signage rights to hang a banner or sign on the side of the annex building near our entrance (size will not be big enough to be disproportionate or detract from the aesthetic appearance of the building) as well as rights to place a sign in the front of the library building- size and location of this sign will be negotiable.

We agree that either party must give a minimum of 60 days written notice prior to discontinuing the lease agreement. Exodus Arts expects first right of refusal should the property owners ever choose to sell.



Becky Olendorf
Dance Instructor

7 4TH DRIVE
DECATUR, IL 62521
(217) 424-2422
(217) 358-0437

dancehispraise@yahoo.com

ADULT DIVISION (Reference) FUNDS - FY									
PER DRA ACQUISITION PROGRAM									
CODE	ALLOCATION	DESCRIP	ANNUAL BUDGET Allocation	YTD Spending	Currently Encumbered	PerCent Spent plus Encumbered	PerCent Spent	Unexpended Balance	Available Balance
804 0	Generalities	BOOKS *****	\$0.00		\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00
804 1	Philosophy, psychology	BOOKS	\$0.00		\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00
804 2	Religion	BOOKS	\$0.00		\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00
804 3	Social Sciences	BOOKS *****	\$0.00		\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00
804 4	Language	BOOKS	\$0.00		\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00
804 5	Natural Sciences	BOOKS	\$0.00		\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00
804 6	Applied Sciences	BOOKS	\$0.00		\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00
804 7	Fine Arts and Entertainment	BOOKS	\$0.00		\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00
804 8	Literature	BOOKS	\$0.00		\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00
804 9	Geography and History	BOOKS	\$0.00		\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00
804 MF	Microfilm Collection(s)	Microforms	\$0.00		\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00
804 EL**	Electronic Subscriptions	Internet	\$0.00	\$3,760.00	\$18,399.50	#DIV/0!	#DIV/0!	(\$3,760.00)	(\$22,159.50)
	TOTAL BOOKS		\$0.00	\$3,760.00	\$18,399.50	#DIV/0!	#DIV/0!	(\$3,760.00)	(\$22,159.50)

ADULT DIVISION (Circulating) FUNDS										
PER DRA ACQUISITION PROGRAM										

CODE	ALLOCATION	DESCRIP	ANNUAL BUDGET Allocation	YTD Spending	Currently Encumbered	PerCent Spent plus Encumbered	PerCent Spent	Unexpended Balance	Available Balance	
801 0	Generalities	BOOKS			\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00	
801 1	Philosophy, psychology	BOOKS			\$272.41	#DIV/0!	#DIV/0!	(\$272.41)	(\$272.41)	
801 2	Religion	BOOKS			\$55.95	#DIV/0!	#DIV/0!	(\$55.95)	(\$55.95)	
801 3	Social Sciences	BOOKS			\$468.08	#DIV/0!	#DIV/0!	(\$468.08)	(\$468.08)	
801 4	Language	BOOKS			\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00	
801 5	Natural Sciences	BOOKS			\$63.62	#DIV/0!	#DIV/0!	(\$63.62)	(\$63.62)	
801 6	Applied Sciences	BOOKS			\$540.75	#DIV/0!	#DIV/0!	(\$540.75)	(\$540.75)	
801 7	Fine Arts and Entertainment	BOOKS			\$10.47	#DIV/0!	#DIV/0!	\$0.00	(\$10.47)	
801 8	Literature	BOOKS			\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00	
801 9	Geography and History	BOOKS			\$20.97	#DIV/0!	#DIV/0!	\$0.00	(\$20.97)	
801 F	Fiction	BOOKS			\$3,243.51	#DIV/0!	#DIV/0!	\$0.00	(\$3,243.51)	
801 PBK	Paperback Fiction	PBK BOOKS			\$613.31	#DIV/0!	#DIV/0!	\$0.00	(\$613.31)	
801 RP	Replace/lost,missing,damaged	BOOKS			\$835.86	#DIV/0!	#DIV/0!	\$0.00	(\$835.86)	
801 BIO	Biography	BOOKS			\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00	
801 LP	Large Print	BOOKS			\$906.24	#DIV/0!	#DIV/0!	\$0.00	(\$906.24)	
	TOTAL BOOKS		\$0.00	\$0.00	\$7,031.17	#DIV/0!	#DIV/0!	\$0.00	(\$7,031.17)	
AUDIO VISUAL (Circulating) FUNDS										
PER DRA ACQUISITION PROGRAM										
830 CD	Compact Discs	CD's			\$67.44	#DIV/0!	#DIV/0!	\$0.00	(\$67.44)	
830 BT	Books-on-Tape	B-O-T			\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00	
830 BC	Books-on-Compact Disc	B-O-CD			\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00	
830 DV	Digital Video Discs	DVD			\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00	
830 VG	Video Games	Games			\$41.97	#DIV/0!	#DIV/0!	\$0.00	(\$41.97)	
	TOTAL AV		\$0.00	\$0.00	\$109.41	#DIV/0!	#DIV/0!	\$0.00	(\$109.41)	
CHILDREN'S DIVISION FUNDS										
PER DRA ACQUISITION PROGRAM										
803	Children's Books	Books			\$84.03	#DIV/0!	#DIV/0!	\$0.00	(\$84.03)	
803 AV	Children's Audio-Visual	AV			\$695.10	#DIV/0!	#DIV/0!	\$0.00	(\$695.10)	
	TOTAL Children's		\$0.00	\$0.00	\$779.13	#DIV/0!	#DIV/0!	\$0.00	(\$779.13)	

		BOOKS, PERIODICALS & AUDIO VISUAL - FY											
		PER DRA ACQUISITION PROGRAM											
CODE ALLOCATION	DESCRIP	ANNUAL BUDGET Allocation	Current Month Spending	YTD Spending	Currently Encumbered	PerCent Spent plus Encumbered	PerCent Spent	Unexpended Balance	Available Balance				
801	MAIN ADULT BOOKS		\$0.00	\$0.00	\$7,031.15	#DIV/0!	#DIV/0!	\$0.00	-\$7,031.15				
802	MAIN YOUTH BOOKS		\$0.00	\$0.00	\$164.89	#DIV/0!	#DIV/0!	\$0.00	-\$164.89				
803	MAIN JUVENILE BOOKS		\$0.00	\$0.00	\$779.13	#DIV/0!	#DIV/0!	\$0.00	-\$779.13				
804	MAIN REFERENCE BOOKS		\$3,760.00	\$3,760.00	\$18,399.50	#DIV/0!	#DIV/0!	-\$3,760.00	-\$22,159.50				
805	PROFESSIONAL BOOKS		\$0.00	\$0.00	\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00				
TOTAL BOOKS		\$0.00	\$3,760.00	\$3,760.00	\$26,374.67	#DIV/0!	#DIV/0!	-\$3,760.00	-\$30,134.67				
830	AUDIO-VISUAL CD, V, VG, DVD		\$0.00	\$0.00	\$109.41	#DIV/0!	#DIV/0!	\$0.00	-\$109.41				
*SHP	Shipping Fund		\$41.78	\$41.78	\$0.00	#DIV/0!	#DIV/0!	-\$41.78	-\$41.78				
841	MAIN ADULT PERIODICALS		\$0.00	\$0.00	\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00				
842	MAIN YOUTH PERIODICALS		\$0.00	\$0.00	\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00				
843	MAIN JUVENILE PERIODICALS		\$0.00	\$0.00	\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00				
844	MAIN REFERENCE SERIALS		\$0.00	\$0.00	\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00				
845	PROFESSIONAL PERIODICALS		\$0.00	\$0.00	\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00				
847	EXTENSION PERIODICALS		\$0.00	\$0.00	\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00				
TOTAL Periodicals		\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00				
800 TOTAL		\$0.00	\$3,801.78	\$3,801.78	\$26,484.08	#DIV/0!	#DIV/0!	-\$3,801.78	-\$30,285.86				
*not included in total materials costs													
		ENDOWMENT FUNDS PER DRA ACQUISITION PROGRAM											
CODE ALLOCATION	ANNUAL Income Allocation	Current Month Spending	YTD Spending	Currently Encumbered	PerCent Spent plus Encumbered	PerCent Spent	Unexpended Balance	Available Balance					
900C	ELLEN & PETER CANTONI	\$4,425.01	\$4,425.01	\$306.44	#DIV/0!	#DIV/0!	-\$4,425.01	-\$4,731.45					
900B	MAUDE BRIDGES	\$0.00	\$0.00	\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00					
900M	Margaret Meyer	\$0.00	\$0.00	\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00					
WHI	Whinnery Trust	\$0.00	\$0.00	\$0.00	0.00%	0.00%	\$0.00	\$0.00					
FOUN	Frankel Foundation	\$589.16	\$589.16	\$31.43	#DIV/0!	#DIV/0!	-\$589.16	-\$620.59					
DPLR	Rotary Grant (Ext.)	\$0.00	\$0.00	\$0.00	#DIV/0!	#DIV/0!	\$0.00	\$0.00					
DPLBI	Bookmobile 549 #1	\$0.00	\$198.00	\$0.00	#DIV/0!	#DIV/0!	\$(198.00)	-\$198.00					
DPLC	AV Grant	\$0.00	\$0.00	\$0.00	0.00%	0.00%	\$172.87	\$172.87					
	Bookmobile 549 #2	\$500.00	\$0.00	\$0.00	0.00%	0.00%	\$500.00	\$500.00					
	Nims Foundation	\$2,532.82	\$0.00	\$0.00	0.00%	0.00%	\$2,532.82	\$2,532.82					