

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Thursday, August 19, 1999 4:30 p.m.
AGENDA

- I. Call to order - Shirley Moore, President
- II. Approval of minutes
 - A. Regular meeting of July 15, 1999
- III. Communication from the public
- IV. City Librarian's report
- V. Reports of committees
 - A. Personnel, Policy, and Public Relations Committee
 - 1. Meeting of August 5, 1999
 - B. Finance and Properties Committee
 - 1. Approval of bills for July 1999
 - 2. Approval of payment to Mid-States General & Mechanical Contracting Corporation
 - 3. Approval of payment to Craftmasters, Inc. for re-roofing work for \$35,210.00
 - 4. No meeting
 - C. Grand Opening Committee
 - D. Rolling Prairie Library System
 - 1. Report on August 1999 system board meeting
 - E. Friends of the Library
 - 1. No meeting
 - F. Foundation
 - 1. No meeting
- VI. Standards for Illinois Public Libraries
 - A. Chapter I - Core Standards
- VII. Old business
- VIII. New business
- IX. Adjournment

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

July 15, 1999

I. CALL TO ORDER

The meeting was called to order at 4:30 p.m. by Shirley Moore, President. Members present: Mrs. Moore, Sherri Arnold, Wayne Dunning, Mark Gibson, Mary Gladney, Judi Moss, and John Stengel. Absent: Patricia Greanias and Russell Reimer. Staff present: John Moorman, Susan Hemp, and Linda Humphreys.

II. APPROVAL OF MINUTES

The minutes of the meeting of June 17, 1999 were approved as mailed.

III. COMMUNICATION FROM THE PUBLIC

No one from the public addressed the Board.

IV. CITY LIBRARIAN'S REPORT

The City Librarian's written report was previously mailed.

Mr. Moorman reported that the move to the new library will begin August 16, 1999. Everything in the new library should be completed by July 30, 1999, except the stairway, which will be finished August 13, 1999. Some of the existing Herman Miller furniture needs refurbishing and will be moved to Springfield August 12, 1999 for that purpose. Computer networks for the public need to be shut down on August 12, 1999 for the move. The consensus was to approve that action. The new parking lot will be sealed and striped in the coming week.

V. REPORTS OF COMMITTEES

Personnel, Policy, and Public Relations Committee: The committee met July 8, 1999. Mrs. Moss reported that the committee revised the meeting room policy. The committee agreed to increase the meeting room fees to \$25 for the large conference room for up to 4 hours and \$15 for up to 4 hours for the smaller rooms. Mrs. Moss made a motion to approve the action as stated. The motion was seconded by Mrs. Gladney and unanimously carried on roll call vote.

The committee also reviewed a job description for the new position in the children's division. Mrs. Moss made a motion to approve the new job description as presented for Information Specialist--Children's Services. The motion was seconded by Mr. Gibson and unanimously approved.

Regarding signage for the new library, Mrs. Moss made a motion to authorize an expenditure of \$14,450 for a new library sign to be placed on the column on the Franklin Street side of the building. Mrs. Arnold seconded the motion which was unanimously approved on roll call vote.

Mrs. Moss reported that the committee began the performance evaluation of the City Librarian.

Finance and Properties Committee: Mr. Stengel made a motion to approve the June bills. The motion was seconded by Mrs. Gladney and unanimously carried on roll call vote.

Mr. Stengel made a motion to authorize himself and Mr. Gibson to approve the bills for July 1999 for Craftmasters (estimated \$14,000) and MidStates General & Mechanical Contracting Corporation (estimated \$340,000). The motion was seconded by Mr. Dunning and unanimously approved on roll call vote.

The committee did not meet.

Rolling Prairie Library System: Mrs. Moore attended the meeting.

Friends of the Library: The Friends met July 14, 1999. They are proceeding with plans for parking in the lot at the new library during the Decatur Celebration as a fundraiser for the Friends and the Boy Scouts.

Foundation: The Foundation Board of Directors did not meet.

VI. OLD BUSINESS

There was no old business.

VII. NEW BUSINESS

Mrs. Arnold made a motion to adjourn to closed executive session to discuss the employment of an employee. The motion was seconded by Mr. Dunning and unanimously approved on roll call vote. The Board went into executive session at 5:25 p.m.

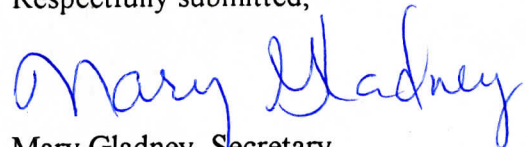
Mr. Moorman suggested that the limit on videos be increased through the move. The consensus was to allow library users to check out 8 videos per person through August 13, 1999.

The next meeting is scheduled for August 19, 1999. Since the library will be closed for moving at that time, and since the new library will not yet be open, the next meeting will be held at 101 South Main Street, Suite 200.

VIII. ADJOURNMENT

Mrs. Moore adjourned the meeting at 5:35 p.m.

Respectfully submitted,



Mary Gladney, Secretary
Decatur Public Library Board of Trustees

City Librarian's Report
For the August 19, 1999 Meeting

of the
Decatur Public Library Board of Trustees

This report will be a brief update on library activities as all staff members are actively packing and getting ready for the move into our new main library facility at 130 North Franklin Street. The main library will be closing on Friday, August 13 at 5:00 p.m. and our move into the new facility will begin on Monday, August 16. Moving activities will take place on Monday - Friday from 6 a.m. until 6 p.m. I wish to commend all staff for their hard work and cooperation in recent days as we prepare for this monumental task. I particularly wish to commend the planning and work of the Move Committee under the leadership of Karen Anderson and the work of Larry Harris and his staff in working with many aspects of move preparation. Karen Anderson and Lee Wiley have spent considerable time in recent weeks completing lists of furnishings to be moved into each division in the new building. They have talked with each division head and made changes or adjustments where needed. They have also taken a furniture inventory in the lease space to assist with the move process. This has been a vital part of the move process.

The work on the new building is running behind schedule. The scheduled completion date for the project was July 27. Due to problems with the procurement of several items such as the central staircase, this schedule was not met. As of August 11, it appears that most of the work will be completed by August 14. What will remain will be the carpeting of several areas, the hanging of wall coverings in two rooms, and primarily finishing details. Most of this work should be completed by our September 7 opening date. New service desks and other furniture is schedule to be delivered and installed during the move process. Due to sub-contractor difficulties, the installation of our front entry and interior entry doors will not be completed until late September and we will have temporary exterior doors until that time.

Due to the upcoming move, the Technical Services Division has stopped the placement of book orders and the catalog department has stopped work on any extra projects except those which get materials out of the department and into circulation to keep any cataloging backlog to a minimum before the move. During the month 1,390 volumes were added to the collection.

There continue to be mechanical problems with both bookmobiles and both were off the road during the month. Both our bookmobiles are past their normal use expectancy and can not be expected to survive many more years of use.

Judy Ellison read to clients at Macon Resources during the month and taped a conversation with Orv Graham. She has scheduled several school visits prior to the beginning of the school year to talk to faculty members about library services, targeting schools that are bookmobile stops. Extension staff members will be reading to clients at Aspen Ridge Health Care on a monthly basis.

City Librarian's Report
August 19, 1999
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All of the government documents to be discarded have been placed on an electronic weeding list and nearly all of that material has been discarded. Fewer than 10 documents have been requested by and sent to other depository libraries. The library's "depository profile" on the GPO website has been updated to reflect our new address so that depository boxes will continue to arrive at the new building.

The Local History Room was closed to the public on July 31 to facilitate readiness for the move.

Dayle Irwin staffed an information booth at the recent cancer fund-raiser with information about cancer and the library. Bev Hackney was interviewed July 31 by WAND TV about the library's move.

Amy Fuller and Sherry Mallory of the Adult Division attended a video conference on reader's advisory functions on July 29 at the Lincoln Trail Libraries System office in Champaign. Amy is working on ideas for Teen Read Week and is researching ideas for YA programming, book talks and displays.

On July 19, Robyn Hendricks did a series of library tours for three groups of special-needs teens participating in Earth Project. On August 2, Sue Hemp met with a group of Japanese students from Tokorozawa, Decatur's sister city, and their host families. She gave them a library tour and the students then presented the library with several books they had brought from Japan.

DECATUR PUBLIC LIBRARY
Monthly Circulation Statistics

July 1999

Location	July 1999	July 1998	% Change
CENTRAL LIBRARY, PRINT			
Adult	25,101	22,605	11.0
Young Adult	1,510	1,411	7.0
Children's	17,729	18,131	-2.2
TOTAL	44,340	42,147	5.2
 EXTENSION PRINT			
Bookmobile 548	4,035	4,348	-7.2
Bookmobile 549	1,805	2,585	-30.2
Outreach	445	292	52.4
TOTAL	6,285	7,225	-13.0
TOTAL PRINT	50,625	49,372	2.5
 NON-PRINT			
Videocassettes	8,540	7,505	13.8
Audiocassettes	2,652	2,868	-7.5
Recordings	2,207	2,014	9.6
TOTAL	13,399	12,387	8.2
Extension Non-print	1,078	1,203	-10.4
TOTAL NON-PRINT	14,477	13,590	6.5
Renewals	773	462	67.3
TOTAL CIRCULATION	65,875	63,424	3.9

DECATUR PUBLIC LIBRARY

12 Month Circulation Statistics

July 1999

Location	Current Year	Last Year	% Change
CENTRAL LIBRARY, PRINT			
Adult	251,424	267,477	-6.0
Young Adult	12,161	13,904	-12.5
Children's	144,932	158,844	-8.8
TOTAL	408,517	440,225	-7.2
EXTENSION PRINT			
Bookmobile 548	85,180	87,899	-3.1
Bookmobile 549	28,950	31,843	-9.1
Outreach	4,694	5,495	-14.6
TOTAL	118,824	125,237	-5.1
TOTAL PRINT	527,341	565,462	-6.7
NON-PRINT			
Videocassettes	85,682	84,654	1.2
Audiocassettes	29,605	30,506	-3.0
Recordings	23,796	22,098	7.7
TOTAL	139,083	137,258	1.3
Extension Non-print	11,128	11,390	-2.3
TOTAL NON-PRINT	150,211	148,648	1.1
Renewals	8,795	8,142	8.0
TOTAL CIRCULATION	686,347	722,252	-5.0

STATISTICAL REPORT
July 1999

TECHNICAL SERVICES

New book volumes added: 1,216
New book titles added: 736
AV titles added: 133
Volumes withdrawn: 417
Books mended: 779

PERSONNEL ACTIVITY:

7/22/99 Beth Kent, Head of Circulation Division, resigned

8/2/99 Christine Stern appointed as Head of Circulation Division

CURRENT VACANCIES: Building Custodian (half-time), Telephone Page (half-time), Library Page (half-time)

NEW PATRONS REGISTERED: NOT AVAILABLE

PROFESSIONAL ASSISTS: this 12 months to date: 83,278
last 12 months to date: 87,070

PATRONS IN THE BUILDING: this 12 months to date: 325,646
last 12 months to date: 358,417

VOLUMES PURCHASED: this 12 months to date: 19,864
last 12 months to date: 18,992

VOLUNTEERS: 25 volunteers worked 265 hours

COMPUTER USAGE BY LIBRARY PATRONS:

Internet usage: 892 patrons, 1628 time slots
Word processing usage: 138 patrons, 270 time slots

July 27, 1999

Dear Mr. Moorman,

We would like to thank you for the opportunity to tour the new library. It was exciting to see all the progress that has been made. What a beautiful library it is becoming!

Best of luck with your move.

Sincerely,

Vicky Harbeck, Diana Rinchuso, & Lisa Carr

Dear Mr. Craven,

I want to thank
you and your staff
for your time, efforts

and tenacity in acquiring

The Communicative Act of

Oral Interpretation for
the library. Thanks, too, for
helping us to set up the
howise Okay Cline Memorial Fund
in honor of our Mother.

Your thoughtfulness
meant so much.

Sincerely,

Cindy & Jim Cline

Personnel, Policy and Public Relations Committee
August 5, 1999

Judi Moss called the meeting to order at 4:30 p.m. Members present: Mrs. Moss, Sherri Arnold, Mark Gibson, and Shirley Moore. Absent: Patricia Greanias. Staff present: Linda Humphreys and John Moorman. Others present: John Stengel.

Evaluation of City Librarian: Mr. Gibson made a motion to adjourn to closed executive session to evaluate the performance of the City Librarian. The motion was seconded by Mrs. Arnold and unanimously carried on roll call vote. The committee went into closed session at 4:30 p.m. The meeting was reconvened at 5:25 p.m.

Meeting room policy: The committee reviewed changes to the revised meeting room policy. The room capacities are still needed from the Fire Marshall. The consensus was to recommend the revised policy to the Board for approval.

There was no further business. The meeting was adjourned at 5:35 p.m.

Respectfully submitted,

John A. Moorman, City Librarian



JOHN A. MOORMAN • CITY LIBRARIAN

STATEMENT OF POLICY FOR USE OF MEETING ROOMS

1. The Decatur Public Library welcomes the use of its meeting rooms by organizations engaged in religious, charitable, scientific, literary, or educational activities.
2. Meetings must be free and open to the public. There shall be no solicitation for donations at the meetings.
3. Requests for use of a meeting room must be made at least one week but not more than one year prior to the meeting date. The request should be submitted on the form provided by the Library. Meeting rooms can be booked tentatively by phone, but the completed application and payment must be received within three (3) working days.
4. Meeting rooms are normally available from Monday through Friday from 9 a.m. until 9 p.m. and Saturday from 9 a.m. until 5:30 p.m. Special arrangements can be made for using the rooms earlier or later than the times listed. The charge for rental of the J. Elizabeth Madden Auditorium (seats) is \$25 for up to four hours. The charge for rental of the A.E. Staley Jr. Manufacturing Company Conference Room (seats) is \$15 for up to four hours. The fee must be paid at the time the application is made.
5. Organizations may rent Library meeting rooms as many as twelve times per calendar year.
6. If food or beverages are served, the organization using the room is responsible for clean-up. Alcoholic beverages and smoking are prohibited in the Library.
7. The Library is not responsible for personal belongings left in the meeting rooms.
8. Free on-site parking is available.
9. An organization not abiding by the regulations and policies governing the use of the meeting rooms may lose their privilege of use in the future.

--approved by the Library Board of Trustees

APPLICATION FOR USE OF THE MEETING ROOMS

Name of Organization _____

Contact Person _____

Address _____

Telephone _____ (home) _____ (business)

Date room desired _____

Time _____ to _____ a.m. p.m.

- J. Elizabeth Madden Auditorium (seats _____)
 A.E. Staley Jr. Manufacturing Company Conference Room (seats _____)

Purpose of meeting _____

Expected attendance _____

Equipment needed: lectern chalkboard TV/VCR
 microphone overhead projector _____ table(s)
placement of table(s) _____

Do you plan to serve food at the meeting? yes no

The Library reserves the right to adjust accommodations as needed. In the event of a library building emergency or a weather related emergency, meetings may be cancelled.

Use of the Library's meeting rooms does not constitute Library endorsement of viewpoints expressed by participants in the program. Advertisements or announcements implying such endorsement are not permitted.

Organizations using the Library's meeting rooms must comply with all applicable state and federal laws, such as hiring an interpreter or providing auxiliary aids required under the Americans with Disabilities Act when requested by the public.

Library staff will not take or deliver messages for meeting participants.

I have read and understand the policy use statement. I also declare that I/the organization will be responsible to the Decatur Public Library for any damage to Library property incurred during or in connection with this meeting.

date of application

signature

Amount paid _____
Approved by _____

BILLS AND PAYROLLS FOR PERIOD ENDING 07/31/1999

FUND DECATUR PUBLIC LIBRARY

DATE OF REQUEST	VENDOR	AMOUNT	CHECK NUMBER	CHECK DATE	DESCRIPTION
07/01/1999	POSTMASTER	1,000.00	075585	07/01/1999	POSTAGE
07/02/1999	COMMERCIAL MAIL SERVICES	117.75	124132	07/02/1999	POSTAGE
07/02/1999	MORRELL, STERLING	162.00	124149	07/02/1999	OTHER PROFESSIONAL SERVICES
07/02/1999	RIGSBY, PAUL	243.00	124145	07/02/1999	OTHER PROFESSIONAL SERVICES
07/02/1999	RAVER, DOUGLAS	162.00	124146	07/02/1999	OTHER PROFESSIONAL SERVICES
07/02/1999	SLEETH, ALAN	81.00	124151	07/02/1999	OTHER PROFESSIONAL SERVICES
07/02/1999	TAYLOR, DELBERT	5,272.79	124204	07/02/1999	OTHER PROFESSIONAL SERVICES
07/07/1999	TREAS-MEDICAL INSURANCE	32.40	124205	07/07/1999	MEDICAL INSURANCE
07/07/1999	TREAS-NON MEDICAL INS	47.74	124205	07/07/1999	LIFE INSURANCE
07/07/1999	TREAS-NON MEDICAL INS	445.78	124205	07/07/1999	UNEMPLOYMENT COMPENSATION
07/07/1999	TREAS-MRF	8,573.97	124205	07/07/1999	WORKERS COMPENSATION
07/07/1999	TREAS-PETTY CASH	2.70	124207	07/07/1999	RETIREMENT-IMRE
07/07/1999	TREAS-PETTY CASH	3.00	124207	07/07/1999	PRINTING AND BINDING
07/07/1999	TREAS-PETTY CASH	6.54	124207	07/07/1999	SERV-AUTO EQUIPMENT
07/07/1999	TREAS-PETTY CASH	20.00	124207	07/07/1999	CONFERENCES AND OTHER TRAVEL
07/07/1999	TREAS-PETTY CASH	62.83	124207	07/07/1999	OTHER PROFESSIONAL SERVICES
07/07/1999	TREAS-PETTY CASH	26.47	124208	07/07/1999	MATERIAL-BDGS
07/07/1999	TREAS-PETTY CASH	31.84	124208	07/07/1999	OFFICE SUPPLIES
07/07/1999	TREAS-PETTY CASH	42.54	124208	07/07/1999	OTHER PROFESSIONAL SERVICES
07/07/1999	TREAS-PETTY CASH	20.00	124208	07/07/1999	MATERIAL TO MAINT AUTO EQUIP
07/07/1999	TREAS-PETTY CASH	100.00	124208	07/07/1999	OFFICE SUPPLIES
07/09/1999	TREAS-GENERAL FUND	212.83	124282	07/09/1999	BOOKS AND PERIODICALS
07/09/1999	TREAS-SELF INSURANCE FUND	12.75	124283	07/09/1999	TRANSFER TO GENERAL FUND
07/09/1999	TREAS-SELF INSURANCE FUND	877.08	124283	07/09/1999	MOTOR VEHICLE-INSURANCE
07/09/1999	TREAS-SELF INSURANCE FUND	536.25	124283	07/09/1999	BOILER INSURANCE
07/09/1999	TREAS-SELF INSURANCE FUND	1,867.08	124284	07/09/1999	PROPERTY INSURANCE
07/09/1999	TREAS-MIS OPERATING	38.12	124286	07/09/1999	GENERAL LIABILITY INSURANCE
07/12/1999	AMERICAN LIBRARY ASSOCIATION	30.00	124288	07/12/1999	MIS SERVICES
07/12/1999	FACTS ON FILE	362.00	124292	07/12/1999	PRINTING AND BINDING
07/12/1999	WORLDCATCH INSTITUTE	34.00	124300	07/12/1999	MAG/PAPERS-MAIN PROFESSIONAL
07/13/1999	TREAS-FLEET MAINTENANCE	217.13	124324	07/13/1999	MAG/PAPERS-MAIN REFERENCE
07/14/1999	BOLAND ELECTRIC SUPPLY, INC.	730.51	124329	07/14/1999	MAG/PAPERS-MAIN ADULT
07/14/1999	CARNERS PUBLISHING CO	386.00	124332	07/14/1999	MAG/PAPERS-MAIN ADULT
07/14/1999	GUGAR, ARTHUR	218.10	124335	07/14/1999	MATERIAL TO MAINT AUTO EQUIP
07/14/1999	LUGAR, S	758.50	124341	07/14/1999	SERV-AUTO EQUIPMENT
07/14/1999	LUGAR, S	1,350.09	124341	07/14/1999	CONFERENCES AND OTHER TRAVEL
07/14/1999	MENARDS	36.88	124342	07/14/1999	MATERIAL TO MAINT AUTO EQUIP
07/14/1999	MORRELL, STERLING	324.00	124344	07/14/1999	MATERIAL-BDGS
07/14/1999	NATIONAL MEDIA MARKET	113.00	124348	07/14/1999	OTHER PROFESSIONAL SERVICES
07/14/1999	RIGSBY, PAUL	81.00	124349	07/14/1999	CONFERENCES AND OTHER TRAVEL
07/14/1999	RAVER, DOUGLAS	162.00	124350	07/14/1999	OTHER PROFESSIONAL SERVICES
07/14/1999	SLEETH, ALAN	119.00	124353	07/14/1999	OTHER PROFESSIONAL SERVICES
07/14/1999	SAM'S CLUB	195.00	124354	07/14/1999	OTHER PROFESSIONAL SERVICES
07/14/1999	TYLERTYPES	175.00	124356	07/14/1999	OTHER PROFESSIONAL SERVICES
07/14/1999	TAYLOR, DELBERT	162.00	124357	07/14/1999	JANITORIAL SUPPLIES
07/14/1999	VEATCH, GRACE	324.40	124358	07/14/1999	OTHER PROFESSIONAL SERVICES
07/14/1999	WET INC	2,212.83	124363	07/14/1999	CONFERENCES AND OTHER TRAVEL
07/15/1999	ARAK MARK	67.71	124369	07/15/1999	MATERIAL-BDGS
07/15/1999	BAKER & TAYLOR CO	4,054.14	124370	07/15/1999	OFFICE SUPPLIES
07/15/1999	BAKER & TAYLOR CO	1,187.37	124371	07/15/1999	BOOKS AND PERIODICALS
07/15/1999	BAKER & TAYLOR CO	2,212.28	124372	07/15/1999	BOOKS AND PERIODICALS
07/15/1999	BAKER & TAYLOR CO	1,707.55	124377	07/15/1999	BOOKS AND PERIODICALS
07/15/1999	EBSCO SUBSCRIPTION SERVICES	1,157.00	124389	07/15/1999	AV-PHONODICS
07/15/1999	EBSCO SUBSCRIPTION SERVICES	20,829.12	124389	07/15/1999	MAG/PAPERS-MAIN ADULT
07/15/1999	EBSCO SUBSCRIPTION SERVICES	850.27	124389	07/15/1999	MAG/PAPERS-MAIN YOUTH
07/15/1999	EBSCO SUBSCRIPTION SERVICES	1,339.50	124389	07/15/1999	MAG/PAPERS-MAIN JUVENILE
07/15/1999	EBSCO SUBSCRIPTION SERVICES	8,768.88	124389	07/15/1999	MAG/PAPERS-MAIN REFERENCE
07/15/1999	EBSCO SUBSCRIPTION SERVICES	1,150.50	124389	07/15/1999	MAG/PAPERS-MAIN PROFESSIONAL
07/15/1999	EBSCO SUBSCRIPTION SERVICES	3,576.75	124389	07/15/1999	MAG/PAPERS-EXTEN ADULT
07/15/1999	HOUSCHEN BINDER LTD	287.40	124400	07/15/1999	PRINTING AND BINDING
07/13/1999	AMURTECH	309.09	124401	07/13/1999	TELEPHONE
07/19/1999	ILLINOIS POWER COMPANY	4,207.74	124449	07/19/1999	ELECTRICITY
07/19/1999	HERALD & REVIEW	471.55	124449	07/19/1999	ADVERTISING
07/19/1999	HERALD & REVIEW	14.95	124449	07/19/1999	OTHER PROFESSIONAL SERVICES
07/19/1999	HERALD & REVIEW	57.47	124449	07/19/1999	BOOKS AND PERIODICALS

CITY OF DECATUR

BILLS AND PAYROLLS FOR PERIOD ENDING 07/31/1999

GLA3170

FUND	DECATUR PUBLIC LIBRARY	VENDOR	DATE OF REQUEST	CHECK NUMBER	CHECK DATE	DESCRIPTION	AMOUNT
7	TREAS-GENERAL FUND	TREAS-GENERAL FUND	07/19/1999	124466	07/19/1999	POSTAGE SUPPLIES	770.47
8	TREAS-MEDICAL INSURANCE	TREAS-MEDICAL INSURANCE	07/19/1999	124466	07/19/1999	OFFICE SUPPLIES	61.58
9	TREAS-NON MEDICAL INS	TREAS-NON MEDICAL INS	07/21/1999	124571	07/21/1999	MEDICAL INSURANCE	5,272.79
10	TREAS-NON MEDICAL INS	TREAS-NON MEDICAL INS	07/21/1999	124572	07/21/1999	LIFE INSURANCE	32.40
11	TREAS-NON MEDICAL INS	TREAS-NON MEDICAL INS	07/21/1999	124572	07/21/1999	UNEMPLOYMENT COMPENSATION	47.74
12	TREAS-IMRF	TREAS-IMRF	07/21/1999	124572	07/21/1999	WORKERS COMPENSATION	445.78
13	TREAS-IMRF	TREAS-IMRF	07/21/1999	124572	07/21/1999	RETIREMENTS AND OTHER TRAVEL	8,603.51
14	ALLIANCE LIBRARY SYSTEM	ALLIANCE LIBRARY SYSTEM	07/22/1999	124589	07/22/1999	CONFERENCE AND OTHER SERVICES	37.00
15	CORPORATE HEALTH SERVICES	CORPORATE HEALTH SERVICES	07/22/1999	124643	07/22/1999	OTHER PROFESSIONAL SERVICES	81.00
16	BETZLER, RANDY CO.	BETZLER, RANDY CO.	07/29/1999	124681	07/29/1999	SERV-IMPROVEMENTS	295.00
17	DECATUR FENCE CO.	DECATUR FENCE CO.	07/29/1999	124683	07/29/1999	OTHER PROFESSIONAL SERVICES	162.00
18	MORRELL, STERLING	MORRELL, STERLING	07/29/1999	124693	07/29/1999	OTHER PROFESSIONAL SERVICES	324.00
19	RIGSBELL, PAUL	RIGSBELL, PAUL	07/29/1999	124694	07/29/1999	OTHER PROFESSIONAL SERVICES	126.25
20	RAVERY, DOUGLAS	RAVERY, DOUGLAS	07/29/1999	124695	07/29/1999	OTHER PROFESSIONAL SERVICES	162.00
21	ROTARY CLUB OF DECATUR	ROTARY CLUB OF DECATUR	07/29/1999	124697	07/29/1999	OTHER PROFESSIONAL SERVICES	225.68
22	SLEETH, ALAN	SLEETH, ALAN	07/29/1999	124705	07/30/1999	OFFICE SUPPLIES	100.72
23	ASSOCIATED OFFICE FURNISHINGS	ASSOCIATED OFFICE FURNISHINGS	07/29/1999	124717	07/30/1999	OFFICE SUPPLIES	197.44
24	A B DICK PRODUCTS	A B DICK PRODUCTS	07/30/1999	124718	07/30/1999	SERV-OFFICE EQUIP	46.65
25	AMERITECH	AMERITECH	07/30/1999	124721	07/30/1999	TELEPHONE	46.65
26	ARMRON CORPORATION	ARMRON CORPORATION	07/30/1999	124721	07/30/1999	OTHER PROFESSIONAL SERVICES	1,254.75
27	BAKER & TAYLOR CO	BAKER & TAYLOR CO	07/21/1999	124728	07/30/1999	BOOKS AND PERIODICALS	513.71
28	BAKER & TAYLOR CO	BAKER & TAYLOR CO	07/21/1999	124729	07/30/1999	BOOKS AND PERIODICALS	2,528.57
29	BAKER & TAYLOR CO	BAKER & TAYLOR CO	07/21/1999	124730	07/30/1999	BOOKS AND PERIODICALS	848.72
30	BAKER & TAYLOR CO	BAKER & TAYLOR CO	07/29/1999	124731	07/30/1999	BOOKS AND PERIODICALS	1,466.99
31	BAKER & TAYLOR CO	BAKER & TAYLOR CO	07/29/1999	124732	07/30/1999	BOOKS AND PERIODICALS	42.17
32	BAKER & TAYLOR CO	BAKER & TAYLOR CO	07/29/1999	124733	07/30/1999	BOOKS AND PERIODICALS	32.25
33	BOLAND ELECTRIC SUPPLY, INC.	BOLAND ELECTRIC SUPPLY, INC.	07/19/1999	124736	07/30/1999	MATERIAL TO MAINT AUTO EQUIP	380.00
34	BRADFIELD COMPUTER SUPPLY	BRADFIELD COMPUTER SUPPLY	07/29/1999	124737	07/30/1999	OFFICE SUPPLIES	275.00
35	BABY TALK INC.	BABY TALK INC.	07/19/1999	124739	07/30/1999	OTHER PROFESSIONAL SERVICES	532.12
36	BAKER & TAYLOR ENTERTAINMENT	BAKER & TAYLOR ENTERTAINMENT	07/21/1999	124741	07/30/1999	BOOKS AND PERIODICALS	122.14
37	MCLEODUSA	MCLEODUSA	07/19/1999	124771	07/30/1999	TELEPHONE	1,080.47
38	DEMCO EDUCATIONAL CORP	DEMCO EDUCATIONAL CORP	07/29/1999	124778	07/30/1999	OFFICE SUPPLIES	210.95
39	DESIGN PRINTING & GRAPHICS	DESIGN PRINTING & GRAPHICS	07/30/1999	124802	07/30/1999	PRINTING AND BINDING	333.75
40	FOLLETT LIBRARY RESOURCES	FOLLETT LIBRARY RESOURCES	07/20/1999	124809	07/30/1999	BOOKS AND PERIODICALS	181.73
41	GAYLORD	GAYLORD	07/19/1999	124819	07/30/1999	BOOKS AND PERIODICALS	305.00
42	H W WILSON CO	H W WILSON CO	07/19/1999	124820	07/30/1999	BOOKS AND PERIODICALS	87.90
43	HODGE & DWYER	HODGE & DWYER	07/30/1999	124823	07/30/1999	TELEPHONE	1,835.77
44	AMERITECH	AMERITECH	07/19/1999	124824	07/30/1999	TELEPHONE	1,433.87
45	AMERITECH	AMERITECH	07/23/1999	124825	07/30/1999	TELEPHONE	1,668.27
46	AMERITECH	AMERITECH	07/29/1999	124825	07/30/1999	TELEPHONE	399.23
47	IBM	IBM	07/30/1999	124828	07/30/1999	SERV-OFFICE EQUIP	21.23
48	STATE LIBRARY	STATE LIBRARY	07/29/1999	124830	07/30/1999	POSTAGE EQUIPMENT	1,311.80
49	IL STATE LIBRARY	IL STATE LIBRARY	07/29/1999	124830	07/30/1999	RENTAL-EQUIP EQUIP	96.37
50	IKGN CAPITAL	IKGN CAPITAL	07/19/1999	124832	07/30/1999	SERV-OFFICE EQUIP	95.54
51	TOS CAPITAL	TOS CAPITAL	07/30/1999	124833	07/30/1999	SERV-OFFICE EQUIP	119.92
52	INGRAM LIBRARY SERVICES	INGRAM LIBRARY SERVICES	07/21/1999	124834	07/30/1999	BOOKS AND PERIODICALS	47.40
53	JANE MASTER SUPPLY	JANE MASTER SUPPLY	07/30/1999	124835	07/30/1999	JANITORIAL SUPPLIES	312.50
54	LIVE WIRE MEDIA	LIVE WIRE MEDIA	07/21/1999	124847	07/30/1999	BOOKS AND PERIODICALS	129.96
55	MIDWEST MICROFILM CO	MIDWEST MICROFILM CO	07/29/1999	124864	07/30/1999	BOOKS AND PERIODICALS	4,420.00
56	NIMS ASSOCIATES, INC.	NIMS ASSOCIATES, INC.	07/29/1999	124871	07/30/1999	OTHER PROFESSIONAL SERVICES	2,662.99
57	NORRELL	NORRELL	07/15/1999	124873	07/30/1999	TEMP PERSONNEL SERVICES	3,981.45
58	NORRELL	NORRELL	07/30/1999	124874	07/30/1999	TEMP PERSONNEL SERVICES	114.44
59	NP CHILTON'S	NP CHILTON'S	07/21/1999	124875	07/30/1999	BOOKS AND PERIODICALS	331.50
60	OMNIGRAPHICS, INC	OMNIGRAPHICS, INC	07/21/1999	124879	07/30/1999	BOOKS AND PERIODICALS	440.40
61	REGENT BOOK CO	REGENT BOOK CO	07/21/1999	124905	07/30/1999	BOOKS AND PERIODICALS	711.40
62	R R BOWKER	R R BOWKER	07/21/1999	124909	07/30/1999	BOOKS AND PERIODICALS	89.76
63	TIME LIFE EDUCATION INC.	TIME LIFE EDUCATION INC.	07/23/1999	124940	07/30/1999	OFFICE SUPPLIES	79.36
64	UNITED AD LABEL CO.	UNITED AD LABEL CO.	07/30/1999	124952	07/30/1999	OFFICE SUPPLIES	1,007.18
65	WEST GROUP	WEST GROUP	07/21/1999	124958	07/30/1999	BOOKS AND PERIODICALS	153.60
66	WHITEHAPEL PRODUCTIONS	WHITEHAPEL PRODUCTIONS	07/21/1999	124966	07/30/1999	BOOKS AND PERIODICALS	1,273.70
67	WET INC	WET INC	07/30/1999	124968	07/30/1999	MATERIAL-BLDGS	134,838.22
68	TOTAL	TOTAL					

CITY OF DECATUR
BILLS AND PAYROLLS FOR PERIOD ENDING 07/31/1999

FUND DPL-EQUIP REPLACEMENT FUND

DATE OF REQUEST	VENDOR	AMOUNT	CHECK NUMBER	CHECK DATE	DESCRIPTION
07/19/1999	BABY TALK INC.	11,000.00	124739	07/30/1999	OTHER PROFESSIONAL SERVICES
07/19/1999	BABY TALK INC.	5,000.00	124739	07/30/1999	OFFICE SUPPLIES
07/19/1999	COMMUNITY PRODUCTS, LLC	3,201.00	124754	07/30/1999	OFFICE MACHINERY AND EQUIPMENT
07/19/1999	CONSTRUCTIVE PLAYTHINGS	286.49	124755	07/30/1999	OFFICE SUPPLIES
07/30/1999	CHILDRAFT EDUCATION CORP	149.49	124756	07/30/1999	OFFICE SUPPLIES
07/30/1999	EARLY CHILDHOOD DIRECT	74.33	124798	07/30/1999	OFFICE SUPPLIES
07/30/1999	HIGHSMITH CO., INC.	452.18	124818	07/30/1999	OFFICE SUPPLIES
07/30/1999	LAKESHORE LEARNING MATERIALS	311.19	124844	07/30/1999	OFFICE SUPPLIES
TOTAL					20,474.68

CITY OF DECATUR

FUND LIBRARY CAPITAL

DATE OF REQUEST	VENDOR	AMOUNT	CHECK NUMBER	CHECK DATE	DESCRIPTION
07/23/1999	GRAFTMASTERS	13,144.00	124615	07/23/1999	BUILDINGS
07/23/1999	PSA ASSOCIATES	8,037.11	124626	07/23/1999	ARCH AND ENGINEERING SERVICES
07/19/1999	T.A. BRINKOETTER & SONS, INC.	2,100.00	124935	07/30/1999	SERV-BUILDINGS
07/19/1999	3M LIBRARY SYSTEMS	12,610.00	124946	07/30/1999	OFFICE MACHINERY AND EQUIPMENT
TOTAL					35,891.11

CITY OF DECATUR

FUND DPL BOND CAPITAL FUND

DATE OF REQUEST	VENDOR	AMOUNT	CHECK NUMBER	CHECK DATE	DESCRIPTION
07/23/1999	MID-STATES GENERAL & MECH	323,171.00	124624	07/23/1999	BUILDINGS
TOTAL					323,171.00

CITY OF DECATUR

FUND PUBLIC LIBRARY-TRUSTS

DATE OF REQUEST	VENDOR	AMOUNT	CHECK NUMBER	CHECK DATE	DESCRIPTION
07/13/1999	BAKER & TAYLOR CO	503.71	124370	07/15/1999	EXPENDITURES
07/13/1999	BAKER & TAYLOR CO	18.53	124371	07/15/1999	EXPENDITURES
07/21/1999	BAKER & TAYLOR CO	19.92	124729	07/30/1999	EXPENDITURES
07/29/1999	BAKER & TAYLOR CO	80.75	124730	07/30/1999	EXPENDITURES
07/29/1999	BAKER & TAYLOR CO	19.95	124731	07/30/1999	EXPENDITURES
07/29/1999	BAKER & TAYLOR CO	15.00	124732	07/30/1999	EXPENDITURES
TOTAL					657.86

DPL-EQUIP REPLACEMENT FUND

PERIOD ENDING 19990731

MONTHLY ACTUAL Y-T-D ESTIMATE Y-T-D ACTUAL ANNUAL BUDGET UNREALIZED BALANCE REAL %

1	ACCI. NO.	DESCRIPTION	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE	REAL %
2	FUND BALANCE							
3	30001-000	BEGINNING FUND BALANCE	.00	48,010.25	197,769.47	192,041.00	5,728.47-	103
4	TOTAL		.00	48,010.25	197,769.47	192,041.00	5,728.47-	103
5	INTER GOVERNMENTAL REVENUE							
6	30200-107	STATE GRANTS OR OTHER	.00	7,500.00	.00	30,000.00	30,000.00	
7	TOTAL		.00	7,500.00	.00	30,000.00	30,000.00	
8	INVESTMENT INCOME							
9	30700-101	INVESTMENT INTEREST	862.32	570.00	2,247.30	2,280.00	32.70	98
10	TOTAL		862.32	570.00	2,247.30	2,280.00	32.70	98
11	FUND TOTAL		862.32	56,080.25	200,016.77	224,321.00	24,304.23	89

CITY OF DECATUR

REPORT OF EXPENDITURES TO BUDGET FY 1999-2000

GLA3010 41000 1999 GRANT

FUND 19 DPL-EQUIP REPLACEMENT FUND 07/31/1999

ANNUAL BUDGET MONTHLY EXPENDITURES YEAR-TO-DATE EXPENDITURES Y-T-D BUDGET UNEXPENDED BALANCE ENCUMBRANCE UNENCUMBERED BALANCE PERCENT COMM

1	280	OTHER PROFESSIONAL SERVICES	30,000	11,000.00	11,000.00	7,500	19,000.00	.00	19,000.00	36.7
2	TOTAL		30,000	11,000.00	11,000.00	7,500	19,000.00	.00	19,000.00	36.7
3	CONTRACTUAL SERVICES									
4	345	OFFICE SUPPLIES	0	6,273.68	6,273.68	0	6,273.68-	632.80	6,906.48-	
5	TOTAL		0	6,273.68	6,273.68	0	6,273.68-	632.80	6,906.48-	
6	CAPITAL OUTLAY									
7	515	OFFICE MACHINERY AND EQUIPMENT	0	3,201.00	3,201.00	0	3,201.00-	3,792.00	6,993.00-	
8	TOTAL		0	3,201.00	3,201.00	0	3,201.00-	3,792.00	6,993.00-	
9	** DIVISION TOTAL **		30,000	20,474.68	20,474.68	7,500	9,525.32	4,424.80	5,100.52	83.0

CITY OF DECATUR

REPORT OF EXPENDITURES TO BUDGET FY 1999-2000

GLA3010 40000 EXPENSES

FUND 19 DPL-EQUIP REPLACEMENT FUND 07/31/1999

ANNUAL BUDGET MONTHLY EXPENDITURES YEAR-TO-DATE EXPENDITURES Y-T-D BUDGET UNEXPENDED BALANCE ENCUMBRANCE UNENCUMBERED BALANCE PERCENT COMM

1	502	BUILDINGS	194,321	.00	.00	48,580	194,321.00	.00	194,321.00	
2	TOTAL		194,321	.00	.00	48,580	194,321.00	.00	194,321.00	
3	** DIVISION TOTAL **		194,321	.00	.00	48,580	194,321.00	.00	194,321.00	

ACCT. NO.	DESCRIPTION	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE	REAL
30000-000	BEGINNING FUND BALANCE	.00	84,883.75	340,117.00	339,535.00	582,000-	100
	TOTAL	.00	84,883.75	340,117.00	339,535.00	582,000-	100
30100-107	PROPERTY TAX-LIBRARY	1,282,584.94	601,407.25	1,282,584.94	2,405,629.00	1,123,044.06	53
	TOTAL	1,282,584.94	601,407.25	1,282,584.94	2,405,629.00	1,123,044.06	53
30200-104	INTER GOVERNMENTAL REVENUE	44,713.76	50,000.00	70,283.04	200,000.00	129,716.96	35
30200-104	REPLACEMENT TAX	.00	26,000.00	.00	104,000.00	104,000.00	
30200-107	STATE GRANTS OR OTHER	44,713.76	76,000.00	70,283.04	304,000.00	233,716.96	23
	TOTAL	44,713.76	76,000.00	70,283.04	304,000.00	233,716.96	23
30500-509	FINES AND FEES	6,494.15	18,500.00	15,389.51	74,000.00	58,610.49	20
30500-510	LIBRARY FINES AND FEES	75.00	125.00	400.00	500.00	100.00	80
30500-511	LIBRARY NON-RESIDENT FEES	711.64	1,000.00	1,947.51	4,000.00	2,052.49	48
30500-514	LIBRARY LOST AND DAMAGED BOOKS	788.35	437.50	788.35	1,750.00	961.65	45
30500-514	VERIFAX	1,198.68	2,125.00	2,396.15	8,500.00	6,103.85	28
30500-515	RESERVES						
	TOTAL	9,267.82	22,187.50	20,921.52	88,750.00	67,828.48	23
30600-752	TRANSFERS FROM WALMART TIF	.00	1,500.00	.00	6,000.00	6,000.00	
	TOTAL	.00	1,500.00	.00	6,000.00	6,000.00	
30700-101	INVESTMENT INCOME	3,792.11	9,500.00	5,252.33	38,000.00	32,747.67	13
	TOTAL	3,792.11	9,500.00	5,252.33	38,000.00	32,747.67	13
30800-805	CONTRIBUTIONS AND DONATIONS	10,803.58	875.00	1,002.95	3,500.00	2,497.05	28
30800-899	MISCELLANEOUS INCOME	.00	750.00	505.00	3,000.00	2,495.00	16
	TOTAL	10,803.58	1,625.00	1,507.95	6,500.00	4,992.05	23
	FUND TOTAL	1,329,555.05	797,103.50	1,720,666.78	3,188,414.00	1,467,747.22	54

REPORT OF EXPENDITURES TO BUDGET FY 1999-2000

40000 DECATUR PUBLIC LIBRARY

FUND 20 DECATUR PUBLIC LIBRARY

07/31/1999

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCNT COMM
SALARIES & WAGES									
090	REGULAR SALARIES	1,513,748	94,396.71	276,156.38	378,437	1,237,591.62	.00	1,237,591.62	18.2
092	HOLIDAYS	0	5,454.41	12,624.65	0	12,624.65	.00	12,624.65	
094	OTHER LEAVE WITH PAY	0	17,183.48	10.18	0	10.18	.00	10.18	
096	SICK TIME	0	2,384.98	9,679.39	0	9,679.39	.00	9,679.39	
098	VACATION TIME	0	8,183.13	26,941.85	0	26,941.85	.00	26,941.85	
PERSONAL SERVICES									
101	OVERTIME	10,900	1,296.80	3,422.57	2,725	7,477.43	.00	7,477.43	31.4
102	TEMPORARY SALARIES	22,892	1,408.78	4,235.87	3,723	18,656.13	.00	18,656.13	18.2
104	RETIREMENT-IMRF	234,924	17,183.48	50,545.45	58,641	184,018.55	.00	184,018.55	21.5
111	LIFE INSURANCE	924	64.80	185.49	231	738.51	.00	738.51	20.0
112	MEDICAL INSURANCE	160,464	10,545.58	30,428.91	40,116	130,035.09	.00	130,035.09	19.0
113	UNEMPLOYMENT COMPENSATION	1,100	95.48	285.67	275	814.33	.00	814.33	26.0
114	WORKERS COMPENSATION	10,285	891.56	2,667.49	2,571	7,617.51	.00	7,617.51	25.9
115	SERVICE RECOGNITION	9,685	903.52	2,455.94	2,421	7,229.06	.00	7,229.06	25.4
		450,814	32,390.00	94,227.39	112,703	356,586.61	.00	356,586.61	20.9

CONTRACTUAL SERVICES

201	ADVERTISING	250	857.10	1,399.75	62	1,149.75	3.90	1,153.65	561.5
202	PRINTING AND BINDING	14,000	539.17	4,200.07	3,500	9,799.93	781.62	9,018.31	35.6
210	SERV-BUILDINGS	15,000	.00	227.76	1,250	4,772.24	325.34	4,446.90	11.1
211	SERV-IMPROVEMENTS	2,000	295.00	785.50	750	95.00	.00	95.00	177.5
212	SERV-AUTO EQUIPMENT	3,000	761.50	2,145.02	2,500	2,387.98	1,029.91	2,214.50	26.2
213	SERV-OFFICE EQUIP	22,405	1,867.08	5,601.24	16,250	16,803.76	.00	16,803.76	86.4
230	MIS SERVICES	65,000	4,204.74	14,145.12	3,375	50,854.88	.00	50,854.88	25.0
231	GAS	13,500	.00	.00	7,000	13,500.00	.00	13,500.00	21.8
232	TELEPHONE	28,000	5,466.58	10,343.40	7,000	17,656.60	.00	17,656.60	36.9
233	WATER	1,250	283.37	283.37	312	966.63	.00	966.63	22.7
234	AUDITING SERVICES	1,500	.00	.00	375	1,500.00	.00	1,500.00	17.0
238	TRAINING SCHOOL	8,000	.00	.00	2,000	8,000.00	.00	8,000.00	22.7
241	CONFERENCES AND OTHER TRAVEL	7,000	1,159.04	1,191.04	1,750	5,808.96	138.38	5,808.96	35.0
245	POSTAGE	15,000	1,909.45	5,115.92	3,750	9,884.08	239.00	9,745.70	46.9
247	COMPUTER SOFTWARE EXPENSE	10,000	4,452.40	16,142.24	2,500	5,527.90	.00	5,312.60	64.6
271	TEMP-PERSONNEL SERVICES	25,000	6,644.44	16,142.24	6,250	8,857.76	.00	8,857.76	64.6
272	TUITION REIMBURSEMENT	3,000	.00	.00	750	3,000.00	.00	3,000.00	22.7
273	TRAVEL EXPENSE FOR INTERVIEWS	101,250	7,745.59	22,676.55	250	1,000.00	6,791.00	71,782.45	29.1
280	OTHER PROFESSIONAL SERVICES	2,600	110.00	190.00	650	2,410.00	1,195.00	1,215.00	53.3
284	PROFESSIONAL MEMBERSHIP FEES	20,000	.00	.00	5,000	20,000.00	.00	20,000.00	14.1
286	RENTAL-EQUIPMENT	26,800	1,311.80	3,784.38	6,700	23,015.62	.00	23,015.62	28.4
289	RENTAL-EQUIPMENT								
		383,755	33,563.35	98,445.76	95,937	285,309.24	10,500.15	274,809.09	28.4

COMMODITIES

310	GASOLINE	3,000	217.13	680.94	750	2,319.06	.00	2,319.06	22.7
312	JANITORIAL SUPPLIES	6,000	243.10	993.21	1,500	5,006.79	.00	5,006.79	16.6
320	MATERIAL-BLDGS	7,000	4,079.58	2,240.93	1,750	2,920.62	.00	2,920.62	58.3
337	MATERIAL TO MAINT AUTO EQUIP	3,500	2,755.39	2,240.93	875	1,259.07	.00	1,259.07	64.0
345	OFFICE SUPPLIES	35,000	2,105.80	4,709.13	8,750	30,290.87	2,860.82	27,430.05	21.6
357	EMPLOYEE RECOGNITION SUPPLIES	200	.00	.00	50	200.00	.00	200.00	28.5
		54,700	8,307.66	12,703.59	13,675	41,996.41	2,860.82	39,135.59	28.5

OTHER CHARGES

415	TRANSFER TO GENERAL FUND	1,200	100.00	300.00	300	900.00	.00	900.00	25.0
418	MOTOR VEHICLE INSURANCE	2,524	212.83	638.49	638	1,915.51	.00	1,915.51	25.0
420	BOILER INSURANCE	153	12.75	38.25	38	114.75	.00	114.75	25.0
421	PROPERTY INSURANCE	10,525	877.08	2,631.24	2,631	7,893.76	.00	7,893.76	25.0

REPORT OF EXPENDITURES TO BUDGET FY 1999-2000		FUND 20 DECATUR PUBLIC LIBRARY		UNENCUMBERED BALANCE		UNENCUMBERED PRCENT COMM	
OB CD	DESCRIPTION	ANNUAL BUDGET	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	BALANCE	COMM
40000	DECATUR PUBLIC LIBRARY					07/31/1999	
08	DESCRIPTION						
08	OTHER CHARGES						
423	GENERAL LIABILITY INSURANCE	6,435	1,608.75	4,826.25	1,357.90	4,826.25	25.0
499	SMALL CAPITAL ITEMS	4,000	.00	4,000.00	1,357.90	2,642.10	33.9
		24,867	5,216.73	19,650.27	1,357.90	18,292.37	26.4
CAPITAL OUTLAY							
515	OFFICE MACHINERY AND EQUIPMENT	48,995	838.00	48,157.00	1,392.00	46,765.00	4.6
		48,995	838.00	48,157.00	1,392.00	46,765.00	4.6
800 BOOKS AND PERIODICALS							
830	AV-PHONODICS	372,000	24,610.64	302,876.15	.00	302,876.15	18.6
841	MAG/PAPERS-MAIN ADULT	0	157.00	254.00	.00	254.00	
842	MAG/PAPERS-MAIN YOUTH	0	20,663.12	21,188.79	.00	21,188.79	
843	MAG/PAPERS-MAIN JUVENILE	0	850.27	850.27	.00	850.27	
844	MAG/PAPERS-MAIN REFERENCE	0	1,339.50	1,339.50	.00	1,339.50	
845	MAG/PAPERS-MAIN PROFESSIONAL	0	9,133.88	10,249.59	.00	10,249.59	
847	MAG/PAPERS-EXTEN ADULT	0	1,210.50	1,460.26	.00	1,460.26	
		372,000	24,610.64	302,876.15	.00	302,876.15	18.6
		0	157.00	254.00	.00	254.00	
		0	20,663.12	21,188.79	.00	21,188.79	
		0	850.27	850.27	.00	850.27	
		0	1,339.50	1,339.50	.00	1,339.50	
		0	9,133.88	10,249.59	.00	10,249.59	
		0	1,210.50	1,460.26	.00	1,460.26	
		372,000	24,610.64	302,876.15	.00	302,876.15	18.6
** DIVISION TOTAL **							
		2,848,879	247,970.99	2,203,992.07	16,110.87	2,187,881.20	23.2

ACCT. NO.	DESCRIPTION	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE	% REAL
LIBRARY CAPITAL							
30001-000	BEGINNING FUND BALANCE	.00	95,409.25	663,335.31	381,637.00	281,698.31-	173
TOTAL		.00	95,409.25	663,335.31	381,637.00	281,698.31-	173
TRANSFERS FROM							
30600-726	TRANSFER FROM FD 35-BLDG LEASE	.00	27,500.00	.00	110,000.00	110,000.00	
TOTAL		.00	27,500.00	.00	110,000.00	110,000.00	
INVESTMENT INCOME							
30700-101	INVESTMENT INTEREST	1,475.27	100.00	5,280.02	400.00	4,880.02-	320
TOTAL		1,475.27	100.00	5,280.02	400.00	4,880.02-	320
OTHER INCOME							
30800-805	CONTRIBUTIONS AND DONATIONS	11,531.53	125,000.00	19,781.53	500,000.00	480,218.47	4
30800-870	DPL FOUNDATION CONTRIBUTION	20,360.11	.00	50,133.83	.00	50,133.83-	
TOTAL		31,891.64	125,000.00	69,915.36	500,000.00	430,084.64	14
TRANSFERS IN							
30900-900	BOND OR NOTE PROCEEDS	.00	100,000.00	.00	400,000.00	400,000.00	
TOTAL		.00	100,000.00	.00	400,000.00	400,000.00	
FUND TOTAL		33,366.91	348,009.25	738,530.69	1,392,037.00	653,506.31	53

OR CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCNT COMM
LIBRARY CAPITAL EXPENDITURES									
210	SERV-BUILDINGS	0	2,100.00	2,100.00	0	2,100.00-	.00	2,100.00-	
237	ARCH AND ENGINEERING SERVICES	0	6,037.11	57,318.96	0	57,318.96-	.00	57,318.96-	
280	OTHER PROFESSIONAL SERVICES	0	.00	2,264.00	0	2,264.00-	6,852.50	9,116.50-	
TOTAL		0	10,137.11	61,682.96	0	61,682.96-	6,852.50	68,535.46-	
CAPITAL OUTLAY									
502	BUILDINGS	1,282,036	13,144.00	316,885.00	320,509	965,151.00	.00	965,151.00	24.7
515	OFFICE MACHINERY AND EQUIPMENT	0	12,610.00	25,610.00	0	25,610.00-	8,222.39	33,832.39-	
TOTAL		1,282,036	25,754.00	342,495.00	320,509	939,541.00	8,222.39	931,318.61	27.4
**	DIVISION TOTAL **	1,282,036	35,891.11	404,177.96	320,509	877,858.04	15,074.89	862,783.15	32.7

GLA3030

FUND 31

CITY OF DECATUR FY 1999-2000
REVENUE REPORT

PAGE 27

PERIOD ENDING 19990731

DPL BOND CAPITAL FUND

ACCT. NO. DESCRIPTION

UNREALIZED BALANCE % REAL

ANNUAL BUDGET

Y-T-D ACTUAL

Y-T-D ESTIMATE

MONTHLY ACTUAL

FUND BALANCE

30001-000 BEGINNING FUND BALANCE

TOTAL

INVESTMENT INCOME

30700-101 INVESTMENT INTEREST

TOTAL

FUND TOTAL

1,728,216.67 2,013,445.00 285,228.33 85

1,728,216.67 2,013,445.00 285,228.33 85

13,168.28 7,000.00 6,168.28- 188

13,168.28 7,000.00 6,168.28- 188

1,741,384.95 2,020,445.00 279,060.05 86

GLA3010

CITY OF DECATUR

PAGE 61

REPORT OF EXPENDITURES TO BUDGET FY 1999-2000

40000 DPL-BOND CAPITAL FUND

07/31/1999

OB DESCRIPTION

ENCUMBRANCE

UNEXPENDED BALANCE

Y-T-D BUDGET

YEAR-TO-DATE EXPENDITURES

MONTHLY EXPENDITURES

ANNUAL BUDGET

FUND 31 DPL BOND CAPITAL FUND

UNENCUMBERED BALANCE PRCNT COMM

CAPITAL OUTLAY

502 BUILDINGS

** DIVISION TOTAL **

2,020,445 323,171.00 1,289,447.00 505,111 730,998.00 .00 730,998.00 63.8

2,020,445 323,171.00 1,289,447.00 505,111 730,998.00 .00 730,998.00 63.8

2,020,445 323,171.00 1,289,447.00 505,111 730,998.00 .00 730,998.00 63.8

ACCT. NO.	DESCRIPTION	PERIOD ENDING 19990731	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE	% REAL
FUND BALANCE							
30001-000	BEGINNING FUND BALANCE	.00	.00	1,789.55	.00	1,789.55	
TOTAL		.00	.00	1,789.55	.00	1,789.55	
101	INTER GOVERNMENTAL REVENUE	.00	6,250.00	.00	25,000.00	25,000.00	
30200-107	STATE GRANTS OR OTHER	.00	6,250.00	.00	25,000.00	25,000.00	
TOTAL		.00	6,250.00	.00	25,000.00	25,000.00	
14	INVESTMENT INCOME	7.84	.00	20.37	.00	20.37	
30700-101	INVESTMENT INTEREST	7.84	.00	20.37	.00	20.37	
TOTAL		7.84	.00	20.37	.00	20.37	
FUND TOTAL		7.84	6,250.00	1,809.92	25,000.00	23,190.08	7

CITY OF DECATUR

REPORT OF EXPENDITURES TO BUDGET FY 1999-2000

FUND 33 DPL-STATE GRANT FOR BLDG

07/31/1999

CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCNT COMM
40000	DPL-STATE GRANT FOR BUILDING								
08	CAPITAL OUTLAY								
502	BUILDINGS	25,000	.00	.00	6,250	25,000.00	.00	25,000.00	
TOTAL		25,000	.00	.00	6,250	25,000.00	.00	25,000.00	
**	DIVISION TOTAL **	25,000	.00	.00	6,250	25,000.00	.00	25,000.00	

GLA3030

FUND 35

CITY OF DECATUR FY 1999-2000
REVENUE REPORT

PAGE 29

ACCT. NO.	DESCRIPTION	PERIOD ENDING 19990731	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE	% REAL
30001-000	BEGINNING FUND BALANCE		.00	.00	15,012.79	.00	15,012.79	-
	TOTAL		.00	.00	15,012.79	.00	15,012.79	-
	INVESTMENT INCOME		.00	.00	62.07	.00	62.07	-
30700-101	INVESTMENT INTEREST		.00	.00	62.07	.00	62.07	-
	TOTAL		.00	.00	62.07	.00	62.07	-
	OTHER INCOME		.00	.00				
30800-846	LEASE OF LIBRARY PROPERTY		.00	37,500.00	.00	150,000.00	150,000.00	
	TOTAL		.00	37,500.00	.00	150,000.00	150,000.00	
	FUND TOTAL		.00	37,500.00	15,074.86	150,000.00	134,925.14	10

GLA3010

CITY OF DECATUR

REPORT OF EXPENDITURES TO BUDGET FY 1999-2000

PAGE 63

CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCT COMM
40000	LIBRARY LEASES				FUND 35 LIBRARY BUILDING LEASES				07/31/1999
231	ELECTRICITY	30,000	.00	.00	7,500	30,000.00	.00	30,000.00	
246	LEGAL SERVICES	10,000	.00	.00	2,500	10,000.00	.00	10,000.00	
	CONTRACTUAL SERVICES	40,000	.00	.00	10,000	40,000.00	.00	40,000.00	
	OTHER CHARGES								
478	TRANSFER TO LIBRARY CAPITAL	110,000	.00	.00	27,500	110,000.00	.00	110,000.00	
492	TAX AND INSURANCE PAYMENTS	0	.00	37,442.49	0	37,442.49	.00	37,442.49	
		110,000	.00	37,442.49	27,500	72,557.51	.00	72,557.51	34.0
**	DIVISION TOTAL **	150,000	.00	37,442.49	37,500	112,557.51	.00	112,557.51	25.0

ACCT. NO.	DESCRIPTION	PERIOD ENDING 19990731	MONTHLY ACTUAL	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE	% REAL
		Y-I-D ESTIMATE					
PUBLIC LIBRARY-TRUSTS							
30001-921	BEG FUND BAL-CANTONI	29,131.50	0.00	121,214.32	116,526.00	4,688.32	104
30001-923	BEG FUND BAL-BRIDGES	402.50	0.00	1,665.10	1,610.00	55.10	103
	TOTAL	29,534.00	0.00	122,879.42	118,136.00	4,743.42	104
INVESTMENT INCOME							
30700-103	DPL INTEREST-CANTONI TRUST	1,403.75	523.70	1,371.85	5,615.00	4,243.15	24
30700-105	DISTRIBUTION FR BRIDGES TRUST	175.00	6.99	18.16	700.00	681.84	2
	TOTAL	1,578.75	530.69	1,390.01	6,315.00	4,924.99	22
	FUND TOTAL	31,112.75	530.69	124,269.43	124,451.00	181.57	99

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCNT COMM
41000 DPL-CANTONI TRUST									
	900 EXPENDITURES	9,500	657.86	2,432.67	2,375	7,067.33	212.00	6,855.33	27.8
	** DIVISION TOTAL **	9,500	657.86	2,432.67	2,375	7,067.33	212.00	6,855.33	27.8

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCNT COMM
43000 DPL-BRIDGES TRUST									
	900 EXPENDITURES	700	0.00	0.00	175	700.00	0.00	700.00	0.00
	** DIVISION TOTAL **	700	0.00	0.00	175	700.00	0.00	700.00	0.00

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

TO (OWNER): Decatur Public Library
 247 East North Street
 Decatur, Illinois 62523

PROJECT: The Decatur Public Library
 Sears Building Renovation

APPLICATION NO: 10

PERIOD TO: 8/6/99

ARCHITECT'S PROJECT NO: 3091.01

FROM (CONTRACTOR): Mid-States Gen. & Mech.
 4170 North Bearsdale Road
 Decatur, Illinois 62524

VIA

CONTRACT FOR: Renovation of Sears Store for a New Public Library

CONTRACT DATE: 9/1/98

CONTRACTOR'S APPLICATION FOR PAYMENT

Change Order Summary		Change Orders approved in previous months by Owner	Additions	Deductions
TOTAL			\$158,941.00	(\$58,518.00)
Approved This Month				
Number	Date Approved			
C.O. 42-44	6/30/99		\$9,965.00	
TOTALS			\$168,906.00	(\$58,518.00)
Net change by Change Orders				\$110,388.00

The undersigned Contractor certifies that to the best of his knowledge, information and belief the Work covered by this Applications for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Mid-States General & Mechanical Contracting Corp.

By: *[Signature]* Date: 8/6/99

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above applications, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

Application is made for Payment, as shown, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM..... \$ 4,039,753.
 2. Net change by Change Orders..... \$ 110,388.
 3. CONTRACT SUM TO DATE (Line 1 + 2)..... \$ 4,150,141.
 4. TOTAL COMPLETED & STORED TO DATE..... \$ 3,987,226.
 (Column G on G703)
 5. RETAINAGE:
 - a. 10% of Completed Work \$ 398,729.00
 (Column D + E on G703)
 - b. 10% of Stored Material \$
 (Column F on G703)
- Total Retainage (Line 5a + 5b or Total in Column I of G703)..... \$ 398,729
6. TOTAL EARNED LESS RETAINAGE..... \$ 3,508,497.
 (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)..... \$ 3,336,202.
8. CURRENT PAYMENT DUE..... \$ 252,295
9. BALANCE TO FINISH, PLUS RETAINAGE..... \$ 561,644.
 (Line 3 less Line 6)

State of: Illinois County of: Macoupin
 Subscribed and sworn to before me this 6th day of August 1999.
 Notary Public: *[Signature]* State of Illinois
 My Commission Expires 1/6/2001

* OFFICIAL SEAL *

AMOUNT CERTIFIED..... \$ 252,295.00

(Attach explanation if amount certified differs from the amount applied for.)

ARCHITECT: *[Signature]* Date: 8/6/99

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this contract.

PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF ILLINOIS COUNTY OF MACON

Whereas the undersigned having contracted with Mid-States General And Mechanical Contracting Corp. to furnish certain materials and/or labor described as General Contracting for the project known as Sears Store Renovation and located at Decatur, Illinois

and owned by The Baord of Trustees, Decatur Public Library DOES HEREBY FURTHER STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of: Two Hundred Fifty-Three Thousand Five Hundred Sixty-Three 00/100 (\$ 253,563.00) Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

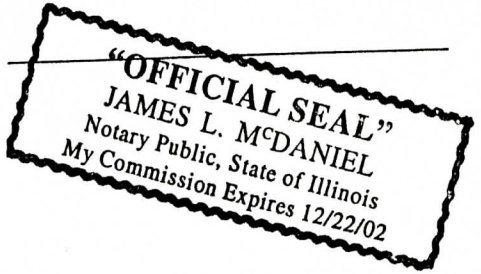
Given under _____ hand and seal this 13 day of August, 19 99.

BY: Mid-States General & Mechanical Cont. Corp ITS: [Signature]
Name of Ownership or Corporation Signature & Title

Subscribed and sworn before me this 13 day of August, 19 99.

[Signature]
Notary Public

My Commission Expires: _____



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF ILLINOIS COUNTY OF MACON

Whereas the undersigned having contracted with Mid-States General And Mechanical Contracting Corp. to furnish certain materials and/or labor described as Electrical Work for the project known as Sears Store Renovation and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Forty-One Thousand Nine Hundred Seventy-Eight and 47/100 Dollars (\$ 41,978.47)
Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under _____ hand and seal this 30TH day of JULY, 1999.

BY: Bodine Electric of Decatur Inc ITS: Harry B. Rakera, CFO
Name of Ownership or Corporation Signature & Title

Subscribed and sworn before me this 30TH day of JULY, 1999.

Susan A. Salmieri My Commission Expires: 12/4/00
Notary Public



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF Illinois COUNTY OF Macon

Whereas the undersigned having contracted with Mid-States General And Mechanical

Contracting Corp. to furnish certain materials and/or labor described as

Plumbinh/Heating/HVAC for the project known as Sears Store Renovation

and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Thirteen Thousand Nine Hundred Seventy Eight and 45/100 Dollars (\$ 13,978.45)
Receipt of which is hereby acknowledged.

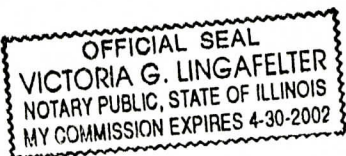
THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under _____ hand and seal this 29th day of July, 19 99.

BY: T. A. Brinkoetter & Sons Inc. ITS: Mark P. Brinkoetter
Name of Ownership or Corporation Corporate Secretary
Signature & Title

Subscribed and sworn before me this 29th day of July, 19 99.

Victoria G. Lingafelter My Commission Expires: 4-30-02
Notary Public



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF Illinois COUNTY OF McHenry

Whereas the undersigned having contracted with Mid-States General And Mechanical Contracting Corp. to furnish certain materials and/or labor described as Precast Concrete for the project known as Sears Store Renovation and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Twenty-Three Thousand Four Hundred Ninety and 00/100 Dollars (\$ 23,490.00)
Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under my hand and seal this 30th day of July, 1999.

BY: Cary Concrete Products ITS: Pete Wright Secretary
Name of Ownership or Corporation Signature & Title

Subscribed and sworn before me this 30th day of July, 1999.

Janice L. Alexander My Commission Expires: March, 25, 2003
Notary Public



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF Illinois COUNTY OF Macon

Whereas the undersigned having contracted with Mid-States General And Mechanical

Contracting Corp. to furnish certain materials and/or labor described as

Asphalt for the project known as Sears Store Renovation

and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Seventeen Thousand Eight Hundred Nineteen and 00/100 Dollars (\$ 17,819.00)
Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under _____ hand and seal this 29th day of July, 19 99.

BY: Dunn Company ITS: _____
Name of Ownership or Corporation Signature: Gregory M. Matya
Vice President, Construction

Subscribed and sworn before me this 29th day of July, 19 99.

[Signature] My Commission Expires: 5-19-00
Notary PATIE M. SMITH
Notary Public, State of Illinois
My Commission Expires 05-19-00

PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF Illinois COUNTY OF Macon

Whereas the undersigned having contracted with Mid-States General And Mechanical Contracting Corp. to furnish certain materials and/or labor described as

Painting & Wallcoverings for the project known as Sears Store Renovation and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Forty Thousand Five Hundred and 00/100 Dollars (\$ 40,500.00)
Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under _____ hand and seal this 28th day of July, 19 99.

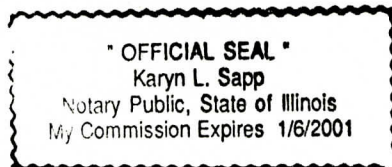
BY: Cecil Moomey Painting Co., Inc.
Name of Ownership or Corporation

ITS: [Signature]
Signature & Title

Subscribed and sworn before me this 28th day of July, 19 99.

[Signature]
Notary Public

My Commission Expires: 1/6/2001



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF ILLINOIS COUNTY OF PEORIA

Whereas the undersigned having contracted with Mid-States General And Mechanical Contracting Corp. to furnish certain materials and/or labor described as Fire Protection for the project known as Sears Store Renovation and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Twelve Thousand Six Hundred Ninety and 00/100 Dollars (\$ 12,690.00)
Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under OUR hand and seal this 3rd day of August, 19 99.

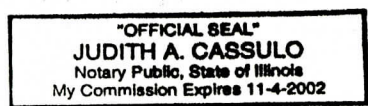
BY: The Pipco Companies Ltd.
Name of Ownership or Corporation

ITS: [Signature]
Signature & Title
Stephen M. Cicciarelli, Executive V.P.

Subscribed and sworn before me this 3rd day of August, 19 99.

Judith A. Cassulo
Notary Public

My Commission Expires: November 4, 2002



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF _____ COUNTY OF _____

Whereas the undersigned having contracted with Mid-States General And Mechanical

Contracting Corp. to furnish certain materials and/or labor described as

Glass and Glazing for the project known as Sears Store Renovation

and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Nine Thousand Nine Hundred Six and 30/100 Dollars (\$ 9,906.30)

Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under my hand and seal this 28th day of July, 19 99.

BY: Poland's Inc. ITS: [Signature]
Name of Ownership or Corporation Signature & Title

Subscribed and sworn before me this 28th day of July, 19 99.

[Signature] My Commission Expires: 9/6/2000
Notary Public



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF _____ COUNTY OF _____

Whereas the undersigned having contracted with Mid-States General And Mechanical

Contracting Corp. to furnish certain materials and/or labor described as

Tile and Flooring for the project known as Sears Store Renovation

and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER
STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Forty-Seven Thousand Sixty-Six and 40/100 Dollars (\$ 47,066.40)

Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under _____ hand and seal this 30th day of July, 1999.

BY: Tile Specialists, Inc. ITS: Karl Smith
Name of Ownership or Corporation Signature & Title

Subscribed and sworn before me this 30th day of July, 1999.

Catharine S. Roelfs My Commission Expires: 3/16/02
Notary Public



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF _____ COUNTY OF _____

Whereas the undersigned having contracted with Mid-States General And Mechanical

Contracting Corp. to furnish certain materials and/or labor described as

Drywall for the project known as Sears Store Renovation

and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER
STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Thirty-Three Thousand Nine Hundred Ninety-Nine and 30/100 Dollars (\$ 33,999.30)
Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any
and all lien or claim whatsoever on the above described property and improvements thereon on
account of labor and material or both, furnished by the undersigned thereto, and further certifies
that no other party has any claim or right to a lien on account of any work performed or material
furnished to the undersigned for said project, and within the scope of this WAIVER AND
AFFIDAVIT.

Given under _____ hand and seal this 30 day of July, 19 99.

BY: Von Alst, Inc. ITS: Paula Burton
Name of Ownership or Corporation Signature & Title

Subscribed and sworn before me this 30 day of July, 19 99.

Marla Dresch My Commission Expires: 2-3-1
Notary Public



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF _____ COUNTY OF _____

Whereas the undersigned having contracted with Mid-States General And Mechanical

Contracting Corp. to furnish certain materials and/or labor described as

Doors and Hardware for the project known as Sears Store Renovation

and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Four Hundred Fifty-Seven Dolalrs and 00/100 (\$ 457.00)

Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under my hand and seal this 30 day of July, 19 99.

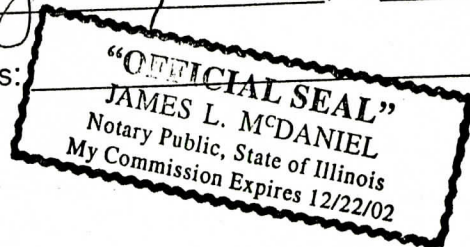
BY: Weedman's Door & Hardware
Name of Ownership or Corporation

ITS: James A. Weedman President
Signature & Title

Subscribed and sworn before me this 30 day of July, 19 99.

[Signature]
Notary Public

My Commission Expires:



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF _____ COUNTY OF _____

Whereas the undersigned having contracted with Mid-States General And Mechanical

Contracting Corp. to furnish certain materials and/or labor described as

Bronze Placque for the project known as Sears Store Renovation

and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

One Thousand One Hundred Twenty and 00/100 Dollars (\$ 1,120.00)

Receipt of which is hereby acknowledged.

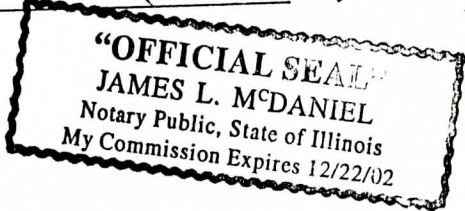
THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under _____ hand and seal this 31 day of July, 1999.

BY: C & K Custom Signs ITS: Marie A. Klemm, President
Name of Ownership or Corporation Signature & Title

Subscribed and sworn before me this 31 day of Jul, 1999.

[Signature] My Commission Expires: _____
Notary Public



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF _____ COUNTY OF _____

Whereas the undersigned having contracted with Mid-States General And Mechanical

Contracting Corp. to furnish certain materials and/or labor described as

Countertops & Cabinets for the project known as Sears Store Renovation

and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER

STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Four Thousand Five Hundred and 00/100 Dollars (\$ 4,500.00)

Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under _____ hand and seal this 29 day of July, 19 99.

BY: Cabinet Corner Inc. ITS: Douglas Lueck - PRES
Name of Ownership or Corporation Signature & Title

Subscribed and sworn before me this 29th day of July, 19 99.

Judith Boyd My Commission Expires: 2/2/00
Notary Public



PARTIAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF _____ COUNTY OF _____

Whereas the undersigned having contracted with Mid-States General And Mechanical
Contracting Corp. to furnish certain materials and/or labor described as

Signage for the project known as Sears Store Renovation
and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER
STATE ON behalf of the aforementioned subcontractor/supplier.

PARTIAL WAIVER That the balance due from contractor is the sum of:

Three hundred Thirty and 00/100 Dollars (\$ 330.00)
Receipt of which is hereby acknowledged.

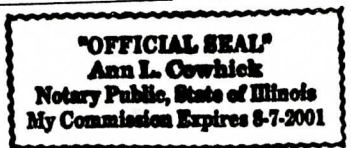
THEREFORE: The undersigned waives and releases unto the said owner of said premises any
and all lien or claim whatsoever on the above described property and improvements thereon on
account of labor and material or both, furnished by the undersigned thereto, and further certifies
that no other party has any claim or right to a lien on account of any work performed or material
furnished to the undersigned for said project, and within the scope of this WAIVER AND
AFFIDAVIT.

Given under my hand and seal this 7/15 day of _____, 19 99.

BY: Lincolnland Architectural Graphics ITS: Kenneth L. Moore President
Name of Ownership or Corporation Signature & Title

Subscribed and sworn before me this 15th day of July, 19 99.

Ann L. Cowhick My Commission Expires: 8-7-2001
Notary Public



FINAL WAIVER OF LIEN AND AFFIDAVIT

STATE OF ILLINOIS COUNTY OF PEORIA

Whereas the undersigned having contracted with Mid-States General And Mechanical Contracting Corp. to furnish certain materials and/or labor described as Visual Displays, Coat Racks & Lockers for the project known as Sears Store Renovation and located at Decatur, Illinois

and owned by The Board of Trustees, Decatur Public Library DOES HEREBY FURTHER STATE ON behalf of the aforementioned subcontractor/supplier.

FINAL WAIVER That the final balance due from contractor is the sum of:

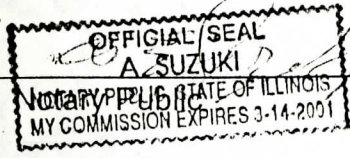
Four Thousand Four Hundred Forty and 00/100 Dollars (\$4,440.00)
Receipt of which is hereby acknowledged.

THEREFORE: The undersigned waives and releases unto the said owner of said premises any and all lien or claim whatsoever on the above described property and improvements thereon on account of labor and material or both, furnished by the undersigned thereto, and further certifies that no other party has any claim or right to a lien on account of any work performed or material furnished to the undersigned for said project, and within the scope of this WAIVER AND AFFIDAVIT.

Given under OUR hand and seal this 29TH day of JULY, 19 99.

BY: Construction Specialty & Service ITS: [Signature]
Name of Ownership or Corporation Signature & Title Pres

Subscribed and sworn before me this 29TH day of JULY, 19 99.



My Commission Expires: 14 MAR 01



TO OWNER: Board of Trustees
 Decatur Public Library
 247 E North Street
 Decatur, IL 62523

PROJECT: Sears Building
 New Public Library
 Conversion

APPLICATION NO.: 4-Final Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

PERIOD TO:
 PROJECT NOS.:

FROM CONTRACTOR: Craftmasters, Inc.
 1900 N 22nd St
 Decatur, IL 62526

VIA ARCHITECT: Phillips Swager Assoc
 3622 N Knoxville Ave
 Peoria, IL 61603

CONTRACT DATE: 3-15-99

CONTRACT FOR: Re-Roofing Work

CONTRACTOR'S APPLICATION FOR PAYMENT
 Application is made for payment, as shown below, in connection with the Contract.
 Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM. \$ 394,000
2. Net change by Change Orders (41,905)
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 352,095
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 352,095
5. RETAINAGE:
 - a. % of Completed Work (Columns D - E on G703) \$
 - b. % of Stored Material (Column F on G703) \$
 - Total Retainage (Line 5a + 5b or Total in Column I of G703) \$
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total) \$ 352,095

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 316,885
8. CURRENT PAYMENT DUE (Line 6 less Line 7) \$ 35,210
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 8 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS:		
NET CHANGES by Change Order		

CONTRACTOR: Michael R Randle Date: 7-14-99

By: Michael R Randle
 State of Illinois
 County of Macon
 Subscribed and sworn to before me this 14th day of July 1999



Notary Public: Yicki J. D'Almeida
 My Commission expires: 2-10-2001

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED 35210.00

Attach explanation if amount certified differs from the amount applied for initial all figures on this application and in the Continuation Sheet that are changed to conform to the amount certified.

By: Michael R Randle Date: 7-14-99

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

WAIVER OF LIEN

STATE OF ILLINOIS

RE: 6144

COUNTY OF MACON

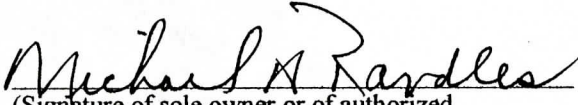
Invoice # - 22092

TO ALL WHOM IT MAY CONCERN:

WHEREAS, the undersigned Craftmasters has been employed by Board of Trustees, Decatur Public Library to furnish labor and materials for the building known as Decatur Public Library located at Decatur, IL.

NOW, THEREFORE, KNOW YE, that the undersigned, for and in consideration of the sum of Thirty Five Thousand Two Hundred Ten and 00/100 dollars and other goods and valuable considerations, the receipt whereof is hereby acknowledged by the undersigned, does hereby waive and release any and all lien or claim of or right of lien on the above described building and premises under the Statutes of the State of Illinois relating to Mechanics Liens, on account of labor, services, material, fixtures, apparatus of machinery heretofore furnished by the undersigned, to or on account of the said Craftmasters, Inc. for the above said premises, but only to the extent of the payment aforesaid.

Dated this 30th day of June 1999.


(Signature of sole owner or of authorized
representative of corporation or partnership)



CHRISTIE'S

COMMISSION CHARGES
FOR SELLERS

INSTITUTIONS

For annual sales less than \$100,000, commission is charged on a per lot basis, subject to a minimum lot charge of \$100 at Park and \$50 at East:

LOT VALUE	COMMISSION (% OF FINAL HAMMER PRICE)
less than \$2,000	15%
\$2,000 - \$ 7,499	10%
\$7,500 - \$99,999	5%

For annual sales of \$100,000 or more, commission is charged on annual sales achieved, subject to a minimum lot charge of \$100 at Park and \$50 at East:

WORLDWIDE SALES	COMMISSION (% OF FINAL HAMMER PRICE)
\$100,000 - 249,999	5%
\$250,000 - 499,999	5%
\$500,000 - 999,999	5%
\$1,000,000 - 2,499,999	3%
\$2,500,000 - 4,999,999	2%
\$5,000,000 - 9,999,999	2%
\$10,000,000 and above	Refer to staff

*For stamps and wine, refer to departments.
The charges above are non-negotiable.*



SARAH E. MUEHLHAUSEN
ADMINISTRATOR

CHRISTIE'S
875 NORTH MICHIGAN AVENUE, SUITE 3810, CHICAGO, IL 60611-1901
TEL: 312-787-2765 FAX: 312-951-7449

CHRISTIE'S

20 Rockefeller Plaza
New York, N.Y. 10020
Tel: (212) 636-2000
Fax: (212) 636-2399
219 East 67th Street
New York, N.Y. 10021
Tel: (212) 606-0400
Fax: (212) 737-6076

SCHEDULE OF PROPERTY
Client

CHRISTIE'S

Decatur Public Library
247 East North Street
Decatur IL 62523-1128

Client: 623183
Tel: 217 424 2900 ext. 13

Client Status: OWNER

Stock No: NYCMK707
CG04357

Commission: Institution

Contact: Sarah Muehlhausen

Christie's Insurance

REF NOS. Line	Ms	Qty	Description	Dept/Inits	Reserve	Estimate	Proposed Date	Owner's (Shipment) Estimate	Received	Not Received	Illustration & Transit Insurance (TI)
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1		1	Karel Appel, Face in bold colors, signed lower left, o/c	TCE DA	18,000 US Dollar Suggested	20,000/ 30,000 US Dollar Provisional	NOV1999				TI @ 0.50% of Final Bid Price
---	--	---	--	-----------	----------------------------------	---	---------	--	--	--	----------------------------------

Provisional Estimates: All estimates require confirmation by Christie's once the Property has been received and examined at the sale site. Until this examination has taken place, your estimates will be shown as provisional and you should be aware that following examination, a new Schedule may be sent to you which may reflect different descriptions and estimates from those shown here. Payment Method and Currency: Will be by check in the sale site currency to you, the Consignor, at your address (as stated on your Consignment Agreement) unless you specify otherwise in writing to Christie's.

Full pre/aftersale + cat
Full correspondence to
Chicago office,
Chicago, SEM

Signature: The Property listed above has been consigned to Christie's Inc. under the terms and conditions of the consignment agreement (the "Agreement"), dated 27JUL99 which is incorporated herein by reference to its entirety. You hereby appoint Christie's a special power of attorney for the limited purpose of executing the Agreement in the event that you or your authorized agent or representative shall have failed to execute the Agreement by the day preceding the date on which the Property shall be offered for sale:

Consignor Edwin G. Walker Date 7-27-99 Christie's Sarah Muehlhausen Date 27 July 99
 Print name Edwin G. Walker Issue 1 (Apr 97) Form Ref S/NYC_E
 Date Printed: 27JUL99 at: 15:31 by NYC.ROC.SEM

Date: 27-JUL-99
Client number: 623183
Printed from SN: NYCMK707

CLIENT

CHRISTIE'S

CONSIGNMENT AGREEMENT BETWEEN

CONSIGNOR

AND

CHRISTIE'S INC. ("CHRISTIE'S")

Decatur Public Library
247 East North Street
Decatur IL 62523-1128

20 ROCKEFELLER PLAZA
NEW YORK, NY 10020
TEL: (212) 636-2000

Commission type: Institution
Telephone number: 217 424 2900 ext. 13

219 EAST 67th STREET
NEW YORK, NY 10021
TEL: (212) 606-0400

For & on behalf of:

FOR CHRISTIE'S USE ONLY
MCC: _: _: _

Thank you for consigning your property to Christie's. The terms and conditions of the consignment are as follows:

1. CONSIGNMENT

You (the "Consignor") hereby consign to Christie's the property identified on the attached Schedule, as amended from time to time (the "Property"), which Christie's, as the exclusive agent for Consignor, will offer for sale at public auction, unless otherwise agreed, subject to the provisions set forth below and Christie's standard Conditions of Sale and Limited Warranty in effect at the time of the auction. In the event of a conflict between the Conditions of Sale and Limited Warranty, on the one hand, and this Agreement, on the other hand, the terms of this Agreement shall control.

- (j) any special marketing costs;
 - (k) storage of the Property after the sale, including in a third-party warehouse, as provided in paragraph 8(e) below;
 - (l) an unsold property charge in the event that any lot fails to sell, as provided in paragraph 8(e) below;
 - (m) such additional costs and expenses not set forth above as may be agreed to by Consignor.
- Expenses incurred by Christie's for Consignor's account pursuant to this paragraph shall include a 10% service charge.

2. COMMISSION

(a) Subject to subparagraph (c) below, for its services, Christie's will receive and retain from the proceeds of the sale of the Property a commission from Consignor based upon the aggregate final bid price of all Property sold during any calendar year as follows:

TOTAL PROPERTY SOLD:	COMMISSION RATE PER LOT:
\$5,000,000 or more	2 % of the final bid price
\$2,500,000 - \$4,999,999	2 % of the final bid price
\$1,000,000 - \$2,499,999	3 % of the final bid price
\$500,000 - \$999,999	5 % of the final bid price
\$250,000 - \$499,999	5 % of the final bid price
\$100,000 - \$249,999	5 % of the final bid price

(b) Subject to subparagraph (c) below, if the aggregate final bid price of all Property sold during any calendar year is less than \$100,000, Christie's will receive and retain from the proceeds of sale a commission based upon the final bid price of each lot sold as follows:

FINAL BID PRICE:	COMMISSION RATE PER LOT:
\$7,500 - \$99,999	5 % of the final bid price
\$2,000 - \$7,499	10 % of the final bid price
less than \$2,000	15 % of the final bid price

(c) If Consignor has sold property through Christie's during the prior calendar year, the commission rate payable shall be the lesser of (i) the rate to be charged pursuant to subparagraph (a) or (b) above or (ii) the rate that would have been paid by Consignor during the prior calendar year under the commission scale outlined above.

(d) Christie's shall also receive a premium to be collected from the buyer of 15% of the final bid price up to and including \$50,000 plus 10% of the final bid price above \$50,000.

(e) There will be a minimum commission charge of \$100 per lot for each lot sold at Christie's Rockefeller galleries and \$50 per lot for each lot sold at Christie's East.

3. EXPENSES

Except as set forth in the attached Schedule, Consignor agrees to pay all costs relating to:

- (a) packing and shipping the Property to Christie's;
- (b) packing and shipping the Property from Christie's if any Property is returned to Consignor;
- (c) insurance, as provided in paragraph 4 below;
- (d) transit insurance, as provided in paragraph 4 below;
- (e) all applicable customs duties and customs user fees;
- (f) catalogue illustration up to a maximum of \$900 per color illustration and \$300 per black and white illustration;
- (g) restoration;
- (h) framing;
- (i) tests or procedures that Christie's deems necessary or desirable to verify authenticity, attribution or quality of any Property and any fees in connection therewith;

4A. CHRISTIE'S INSURANCE

(a) Unless Christie's and Consignor agree otherwise, each lot of Property will be insured at Consignor's expense from the time of receipt by Christie's until it ceases to be in Christie's custody for an amount equal to (i) the mean of the pre-sale estimates prior to sale, (ii) the amount of the final bid price if sold, or (iii) the amount of the reserve if unsold (in each case, the "Insured Value").

(b) Insurance for Property received at Christie's auction premises will be charged to Consignor at a rate of 1% of the Insured Value for all Property other than breakables, such as porcelain or glass, and 2% of the Insured Value for all breakable property. Insurance for Property received at one of Christie's regional offices or at any location other than its auction premises will be charged to Consignor at an additional rate of 0.5% of the Insured Value to cover transit to Christie's auction premises. Whenever Consignor is responsible for packing and shipping charges, Christie's shall have no liability whatsoever to Consignor in connection therewith, even when Christie's has recommended a carrier. For all motor vehicles consigned, delivery into the possession of Christie's shall be deemed to take place when the motor vehicle has been delivered to the saleroom at the place of sale and is stationary with the engines and systems switched off and made safe.

(c) Each lot of Property will remain insured until 30 days after the sale. If any such lot has not been sold, there will be an additional charge for insurance after that date.

(d) Christie's liability to Consignor resulting from loss of or damage to any lot of Property shall not exceed the Insured Value of such Property. While Christie's undertakes to exercise reasonable care in handling the Property, we shall not be responsible for any damage to any Property caused by climatic or atmospheric conditions or for any damage to picture frames or to glass therein. For consignments of motor vehicles, Christie's shall not be liable to Consignor for loss or damage due to mechanical breakdown, or any, loss, injury or damage caused by any lot or by Consignor.

4B. CONSIGNOR'S INSURANCE

If Consignor has instructed Christie's not to insure the Property, it will be insured at Consignor's expense under Consignor's insurance policy from the time of receipt by Christie's until it ceases to be in Christie's custody. Christie's shall have no liability to Consignor whatsoever resulting from loss of or damage to any Property. Consignor shall execute and deliver to Christie's an insurance waiver letter in form and substance satisfactory to Christie's or shall deliver to Christie's a certificate of insurance naming Christie's as an additional named insured.

5. CONSIGNOR'S REPRESENTATIONS AND WARRANTIES, COVENANTS AND INDEMNIFICATION

(a) Consignor represents and warrants to Christie's that: (i) Consignor has the right and title to consign the Property for sale; (ii) the Property is, and until the completion of sale by Christie's will be, free and clear of all liens, claims and encumbrances of others or restrictions on Christie's right to offer and sell the Property; (iii) upon sale, good and marketable title and right to possession will pass to the buyer free of any such liens,

- claims, encumbrances or restrictions; (iv) Consignor has no reason to believe that any lot of Property is not authentic or is counterfeit; (v) the Property is not "confiscated Property" within the meaning of any United States federal or state laws; (vi) Consignor's consignment to and authorization of Christie's to sell the Property is in full compliance with all United States federal and state laws; (vii) the exportation, if any, of the Property from any foreign country has been in full conformity with the laws of such country and the importation of the Property into the United States has been or will be in full conformity with the laws of the United States; and (viii) there are not, and until the completion of sale by Christie's there will not be, any restrictions on Christie's right to photograph, reproduce photographs of or exhibit the Property.
- Consignor agrees that such representations and warranties are for the benefit of Christie's and buyers of the Property and that such representations and warranties shall survive the completion of the transactions contemplated hereby. Consignor agrees to notify Christie's promptly in writing of any events or circumstances that may cause the foregoing representations and warranties to be inaccurate or breached in any way.
- (c) If Consignor is acting as an agent for a principal, Consignor and principal, jointly and severally, assume all of Consignor's obligations set forth in this Agreement.
- (d) Consignor grants to Christie's the right to illustrate and photograph the Property and to use such photographs, illustrations or images at any time before or after the sale and for such purposes as Christie's deems appropriate. Consignor agrees that all catalogue and other photographs, illustrations and descriptions of the Property created by or for Christie's are not "works made for hire" on behalf of Consignor under copyright law, and that Christie's shall own the exclusive copyright and all other rights relating to all such photographs, illustrations and descriptions.
- (e) Consignor shall defend, indemnify and hold harmless Christie's from and against any and all losses, damages, liabilities and claims, and all fees, costs and expenses of any kind related thereto (including, without limitation, reasonable attorney's fees), arising out of, based upon or resulting from (i) any act by or omission of Consignor or Consignor's agents (other than Christie's) or representatives relating to or affecting the Property or (ii) any inaccuracy or alleged inaccuracy, asserted by Christie's or any third party in a court action, of any representation or warranty made by Consignor pursuant to this Agreement or (iii) any claim asserted pursuant to Section 986 of the California Civil Code.

6. SALE ARRANGEMENTS

- (a) Christie's shall have complete discretion as to (i) the place and date of sale and the manner in which such sale is conducted, including the Conditions of Sale then in effect, (ii) the illustration, if any, and the description of the Property in our catalogues and other literature, (iii) seeking the views of any expert, either before or after the sale, and (iv) the combination or division of the Property into such lots and/or separate auctions as Christie's in our sole judgement may deem appropriate.
- (b) Any written or oral appraisal, estimate or other statement of Christie's or our representatives with respect to the estimated or expected selling price of any lot of Property is a statement of opinion only and shall not be relied upon by Consignor or any third party as a prediction or guarantee of the actual selling price. Christie's makes no representations or warranties to Consignor with respect to the Property, its authenticity, condition or otherwise. Christie's shall not be liable for any errors or omissions in catalogue or other descriptions of the Property. Printed pre-sale estimates shall not include the buyer's premium or taxes.
- (c) No Property may be withdrawn from sale after the date of this Agreement without Christie's consent. If Christie's consents to a withdrawal, a lot of Property may be withdrawn upon payment of 20% of the reserve price or 20% of the mean of the pre-sale estimates if the reserve has not yet been set plus all out-of-pocket expenses incurred by Christie's.
- (d) Christie's reserves the right to withdraw any Property at any time before sale if in Christie's sole judgment (i) there is doubt as to its attribution or authenticity, (ii) there is doubt as to the accuracy of any of Consignor's representations or warranties set forth herein, (iii) Consignor has breached any provision of this Agreement or (iv) other just cause exists. There shall be no charge to Consignor, other than Christie's out-of-pocket expenses, for a withdrawal pursuant to clause (i) or (iv). In the event of a withdrawal pursuant to clause (ii) or (iii), Consignor shall be liable for the withdrawal charges and other expenses set forth in subparagraph (c) of this paragraph 6.
- (e) All motor vehicles consigned hereunder will be physically inspected to match serial numbers with their registration titles. Any motor vehicle not accompanied by documentary evidence of good title will be refused for delivery.

7. CONDUCT OF THE SALE

- (a) Reserves. Unless otherwise agreed, each lot of Property will be sold subject to a reserve (the confidential minimum price below which such Property will not be sold) which shall not exceed the low pre-sale estimate therefor and shall not include the buyer's premium or taxes. Unless the reserve is mutually agreed upon and confirmed by Consignor in writing before the sale, the reserve will be determined by Christie's in our sole discretion. Any reserve set in an amount other than a bidding increment will be rounded down to the next bidding increment.
- (b) Selling Below Reserve. Christie's may sell any lot below the reserve if Consignor receives the amount, less Consignor's commission and any sale-related expenses, which Consignor would have received had such lot been sold at the reserve.
- (c) Christie's Acting to Protect Reserve. As Consignor's agent, Christie's shall act to protect the reserve by bidding through the auctioneer.
- (d) No Bidding by Consignor. Under no circumstances shall Consignor (as agent or principal), its representatives, employees or agents, if any (other than Christie's acting as Consignor's agent in accordance with paragraph 7 (c) above), enter or cause to be entered a bid on any lot of Property being offered for sale.
- (e) Limited Liability. In no event shall Christie's be liable for the failure of any lot of Property to be sold at or within its estimate range or to reach the reserve.

THE PARTIES AGREE TO THE FOREGOING BY SIGNING IN THE SPACES PROVIDED BELOW:

CONSIGNOR: Edwin G. Walker
 Print Name: Edwin G. Walker
 Status: _____ Date Signed: 7/27/99

8. AFTER THE SALE

- (a) Settlement of Account. Provided Christie's has received payment in full from the buyer, and subject to the next sentence hereof, 35 calendar days after the sale (the "Settlement Date"), Christie's will pay Consignor the net proceeds (the final bid price less Consignor's commission payable to Christie's pursuant to paragraph 2 above, any reimbursable expenses and any other amounts due Christie's or any of our affiliates, whether arising out of the sale of the Property or otherwise) received and collected from the sale of the Property. Christie's will not make such payment if Christie's shall have received notice of the buyer's intention to rescind the sale or of any other bona fide claim relating to the Property or its sale prior to the Settlement Date. In the event that Consignor has agreed to arrangements for payment by the buyer which extend beyond the Settlement Date, such date and the amount payable to Consignor thereon shall be adjusted accordingly.
- (b) Non-Payment by Buyer. Christie's shall have no obligation to enforce payment by the buyer. However, in the event of non-payment by the buyer, Christie's in our sole discretion, as Consignor's agent or on our own behalf, may cancel the sale and return the Property to Consignor, enforce payment by the buyer or take any other actions permitted by law. Christie's shall not, under any circumstances, be liable for any consequential damages to Consignor as a result of non-payment by the buyer.
- (c) Rescission of Sale. Christie's, as Consignor's agent, is authorized to accept the return and rescind the sale of any lot of Property at any time if Christie's in our sole judgment determines that the offering for sale of any Property has subjected or may subject Christie's and/or Consignor to any liability, including liability under warranty of authenticity or title. In such event, Christie's is further authorized to refund or credit to the buyer the purchase price of such returned Property. If Christie's has already remitted to Consignor any proceeds of the rescinded sale, Consignor forthwith shall pay Christie's upon request an amount equal to the remitted proceeds.
- (d) Post-Auction Sales. If any lot is bought-in for failure to reach its reserve, Christie's as Consignor's exclusive agent is authorized for a period of 30 days following the auction to sell the lot privately for a price that will result in payment to Consignor of an amount at least equal to the amount, after deduction of Consignor's commission, Christie's reimbursable expenses, and any amounts due pursuant to California Civil Code Section 986, that Consignor would have received if the lot had been sold at the reserve, or for such lesser amount as Christie's and Consignor shall agree. In such event, all other provisions of this Agreement shall remain in full force and effect.
- (e) Unsold Property. For each lot offered but not sold, Consignor shall pay Christie's a service charge of 5% of the reserve. Property remaining unsold following the auction or the expiration of the 30-day period referred to in paragraph 8 (d) above, may, upon Consignor's request and with Christie's agreement, be re-consigned to Christie's under the terms of this Agreement. Christie's reserves the right in its sole judgement to refuse such re-consignment under the terms of this Agreement. If Christie's does not accept the unsold Property for re-consignment, it must be collected by Consignor at Consignor's expense within 35 days following the date on which Christie's offered such Property for sale. Thereafter, Consignor will incur a storage charge of \$10 per day per lot. Consignor shall not be entitled to reclaim any unsold Property until all commission, expenses and other amounts owed to Christie's or any of our affiliates have been paid in full. In Christie's sole discretion, any Property not picked up or re-consigned for sale within 60 days following the date on which Christie's offered such Property for sale may be returned to Consignor at Consignor's expense, transferred to a third-party warehouse or sold at public auction by Christie's at Christie's standard commission rates and charges with a reserve, if any, set in Christie's sole discretion. The proceeds of such sale shall first be applied to the expenses of such sale, then to any indebtedness owing to Christie's or any of our affiliates and any excess shall be remitted to Consignor. In the event of transfer of any unsold Property to a third-party warehouse, Consignor shall bear all cost and risk thereof and shall be liable to such warehouse for the payment of storage and insurance charges of at least \$10 per day per lot.

9. ADDITIONAL CONSIGNMENTS

Christie's agrees that prior to December 31 of this calendar year, Christie's may, upon Consignor's request, offer for sale at appropriate auctions any additional property of Consignor that Christie's considers suitable for sale at such auction. Such additional property will be offered for sale by Christie's upon the same terms and conditions as those which govern this Agreement. Christie's will mail to Consignor a property Schedule for such additional property. The return of such Schedule signed by Consignor shall be evidence of, and shall constitute Christie's and Consignor's agreement with respect to, the consignment to Christie's of the property listed on such property Schedule upon such terms and conditions. Such property shall thereupon constitute "Property" under the terms of this Agreement.

10. OTHER MATTERS

- (a) This Agreement constitutes the entire agreement and understanding between the parties with respect to the transactions contemplated hereby and supersedes all prior agreements relating to the Property.
- (b) This Agreement shall be governed by and construed in accordance with the laws of the State of New York. In the event of any dispute hereunder, (i) the parties hereby consent to the exclusive jurisdiction of the courts of the State of New York and the Federal courts of the United States of America located in the Southern District of New York and (ii) neither party shall be liable to the other for any special, consequential or incidental damages.
- (c) This Agreement shall be binding upon Consignor's heirs, distributees, executors, legal representatives, successors and assigns.
- (d) Consignor may not assign its rights and/or obligations under this Agreement without the prior written consent of Christie's.

CHRISTIE'S INC: Saal Muehll
 By: NY:CIK:00SEM Date Signed: 27 JUL 1999
 Licensed by the New York City Department of Consumer Affairs
 Principle Auctioneer, Christopher J. Burge: License #761543

Chapter I Core Standards

- Core 1.** The library provides uniformly gracious and friendly service to all users.
- Core 2.** The library is established and operated in compliance with Chapter 75 of the *Illinois Compiled Statutes*. In general, libraries established by cities, villages, or incorporated towns or townships are governed by the provisions of 75 ILL. COMP. STAT. ANN. 5, the *Illinois Local Library Act*. Library districts are governed by the provisions of 75 ILL. COMP. STAT. ANN. 16, the *Public Library District Act of 1991*.
- Core 3.** The library is in compliance with all other state laws that affect library operations including but not limited to the *Illinois Accessibility Code* [ILL. ADMIN. CODE tit. 71, § 400 et seq.], the *Open Meetings Act* [5 ILL. COMP. STAT. ANN. 120/1], the *Illinois Freedom of Information Act* [5 ILL. COMP. STAT. ANN. 140/1 et seq.], the *State Records Act* [5 ILL. COMP. STAT. ANN. 160/1 et seq.; 70/2 and 5/1-7], the *Library Records Confidentiality Act* [75 ILL. COMP. STAT. ANN. 70/1] and the *Drug Free Workplace Act* [30 ILL. COMP. STAT. ANN. 580/1 et seq.].
- Core 4.** The library is in compliance with all federal laws that affect library operations including but not limited to the *Americans with Disabilities Act* [42 U.S.C. 12101 et seq.], the *Fair Labor Standards Act* [29 U.S.C. 201 et seq.], and the *Bloodborne Pathogens Standard* [29 C.F.R. § 1910.1030]. (See appendix 1.)
- Core 5.** The library is governed by a board of trustees elected or appointed and constituted in compliance with the relevant sections of Chapter 75 of the *Illinois Compiled Statutes* [75 ILL. COMP. STAT. ANN. 5/4-7.1 and 75 ILL. COMP. STAT. ANN. 16/30-55.15].
- Core 6.** The board of trustees adopts written bylaws that outline its purpose and operational procedures and address conflict-of-interest issues. The board reviews its bylaws at least every three years. (See appendix 2.1 topics for topics recommended for consideration in developing board bylaws.)
- Core 7.** The board of trustees appoints a qualified librarian as library administrator and delegates active management of the library to the library administrator [75 ILL. COMP. STAT. ANN. 5/4-7 or 75 ILL. COMP. STAT. ANN. 16/30-55.35]. For the purposes of this document, a qualified librarian is a person holding an MLS degree from an ALA-accredited program.
- Core 8.** The board of trustees meets on a monthly basis, no less than ten times per year (libraries that contract with another agency for all services meet no less than twice each year), with the library administrator in attendance. Meetings are held in a room and at a location that is convenient for the board and the community. The room is large enough to encourage community participation. The location and the room are accessible to persons affected by the *Illinois Accessibility Code* [ILL. ADMIN. CODE tit. 71, § 400 et seq.] and/or the *Americans with Disabilities Act* [42 U.S.C. 12101 et seq.]. Additional reasonable accommodations that allow persons with disabilities to participate in the meeting are

provided as needed. All board meetings and board committee meetings are in compliance with the *Open Meeting Act* [5 ILL. COMP. STAT. ANN. 120/1]. Written or recorded minutes are taken and kept for all board meetings. Following approval, these minutes are made available to the public and are retained in compliance with the *State Records Act* [5 ILL. COMP. STAT. ANN. 160/1 et seq.; 70/2 and 5/1-7].

- Core 9.** The board of trustees has exclusive control of all property owned by the library and expenditure of all monies collected, donated, or appropriated for the library fund [75 ILL. COMP. STAT. ANN. 5/4-7 and 75 ILL. COMP. STAT. ANN. 16/30-55.10].
- Core 10.** The library has a board-approved, written budget. The budget is developed annually by the library administrator and the board with input from the staff.
- Core 11.** On an annual basis, the board of trustees determines if the library's revenues are sufficient to meet the needs of the community. If the revenues are not sufficient, the board of trustees will take action to increase the library's revenues.
- Core 12.** The library has a board-approved mission statement, a long-range plan, a disaster prevention and recovery plan, and policies. Such policies include but are not limited to the following topics: personnel; reference; use of the library's materials, services, and facilities including use of the library for exhibits and meetings; and collection management. Illinois statutory law specifically requires the board to establish and review at least biennially a written policy for the selection of library materials (as part of the library's collection management policy) and the use of library materials and facilities [75 ILL. COMP. STAT. ANN. 5/4-7.2 or 75 ILL. COMP. STAT. ANN. 16/30-60]. All library policies are in compliance with state and federal laws. (See appendix 2.2.)
- Core 13.** The library keeps adequate records of library operations. (See appendix 2.3.)
- Core 14.** On a monthly basis, the library administrator presents written reports on library operations to the board of trustees. Such reports include but are not limited to employment decisions, usage, finance, and collection development.
- Core 15.** The board of trustees annually reviews the performance of the library administrator.
- Core 16.** The library adopts and adheres to the principles set forth in the American Library Association's *Library Bill of Rights* and other ALA intellectual freedom statements and interpretations. (See Appendices 2.4-2.6 for ALA *Library Bill of Rights* and other ALA intellectual freedom statements.)
- Core 17.** The library adopts and adheres to the *Ethics Statement for Public Library Trustees*. (See appendix 2.7 for *Ethics Statement for Public Library Trustees*.)
- Core 18.** The library adopts and adheres to the ALA *Code of Ethics*. (See Appendix 2.8 for ALA *Code of Ethics*.)

- Core 19.** The library is a member of an Illinois multitype library system and participates in resource sharing through interlibrary loan and reciprocal borrowing.
- Core 20.** The library has a telephone, telefacsimile machine, photocopier, and computer with modem. The library provides telephone service to its patrons with hearing disabilities through a TTY (teletypewriter), TDD (Telecommunications Devices for the Deaf) or a voice relay provided by the telephone company.
- Core 21.** The library provides access to ILLINET Online.
- Core 22.** The library participates in the *Standards for the Services of Illinois Multitype Systems* by fulfilling the member library responsibilities.
- Core 23.** The library is located in a facility designed or renovated for that purpose and in compliance with all applicable federal, state, and local codes.
- Core 24.** The library is open a minimum of 25 hours per week. The hours, scheduled for the convenience of the public, include a minimum of two evenings (Total of 6 hours after 5 p.m.) and 4 weekend hours. Branches or other fixed service points, but not bookmobiles, are also open a minimum of 25 hours per week.
- Core 25.** The library spends a minimum of 12 percent of its operating budget on materials for patrons. For the purposes of this document, the operating budget includes all disbursements except capital expenditures. Health and life insurance; FICA, IMRF, or other pension plans; and all other insurance are part of the operating budget. Capital expenditures include remodeling and building, equipment and furniture, and any other items that are included as fixed assets in the audit. Materials include books, audiovisual materials, periodicals, telecommunication costs for reference services, fees for online information services, and CD-ROM products. Costs related to the installation and maintenance of a LAN or a shared or stand-alone bibliographic database are not included.
- Core 26.** The library provides or develops a formal agreement with another agency to provide reference service to the community.
- Core 27.** The library informs its community about the collections and services available in and through the library.
- Core 28.** At least every ten years, and more frequently if necessary, the board of trustees determines if the physical facility is sufficient to meet the needs of the community. If the facility does not meet the needs of the community, the board of trustees takes steps to correct the problem.
- Core 29.** At least every ten years, and more frequently if necessary, the library conducts a study to determine if the library is providing collections and services in a quantity, at a time, and in a manner that meets the needs of the community.

Bibliography

Ethics Statement for Public Library Trustees. Chicago: ALA, American Library Trustee Assoc., and the Public Library Assoc., 1989.

Library Bill of Rights. Chicago: ALA, 1980.

Standards for the Services of Illinois Multitype Systems. Springfield, Ill.: Secretary of State of Illinois, 1993.