

SUPPLEMENTARY DETAIL ON PERSONAL SERVICES REQUEST  
 Accounts 101, 102 and 109

Department: Decatur Public Library

Submitted by: Library Board of Directors

Date: 74/2/21

Activity:

Activity No. 940

Prepare one of these forms for each activity in your department. Show overtime pay as a separate item. In the case of departments needing extra or summer help, estimate the number of positions and amount of money required. (Group and total regular employees separately.) Only the totals from this form should be shown on Budget Form 1.

Position Title Official job Classification	Name-write vacant if applicable	Pay Range & Step	Annual Salary Rate as of May 1, 1974	Total Salary 1973-1974 <i>1974-1975</i>	If total salary is different than salary on May 1, 1974 explain why. DO NOT EXPLAIN ACROSS THE BOARD % INCREASES.
1. City Librarian	Robert H. Dumas		21,000	21,000	
2. Maint. Man	Gilbert Kratzner	16-D	9,058	10,039	Step increase 10/24/74
3. Clerk Steno II	Helen Schwegman	13-F	8,627	9,317	
4. Lib Clk II	Margie Wheeler	11-F	7,825	8,451	
5. Staff Artist	William Larrick	12-E	7,825	8,549	Step increase 2/3/75
6. Lib Asst I	Harriet Berbaum	18-F	11,010	11,890	
7. Lib Asst I	Carol Owrey	18-A	9,058	10,054	Step increases 6/27/74 & 12/27/74
8. Lib Asst I	Mary Harper	18-F	11,010	11,890	
9. Lib Asst I	Phyllis Johnson	18-E	10,486	11,446	Step increase 2/4/75
10. Lib Asst I	Judy Smith	18-D	9,987	11,049	Step increase 10/15/74
TOTAL				113,685	

SUPPLEMENTARY DETAIL ON PERSONAL SERVICES REQUEST  
 Accounts 101, 102 and 109

Department: Decatur Public Library

Activity:

Activity No. 940

Submitted by:

Date: 74/2/21

Prepare one of these forms for each activity in your department. Show overtime pay as a separate item. In the case of departments needing extra or summer help, estimate the number of positions and amount of money required. (Group and total regular employees separately.) Only the totals from this form should be shown on Budget Form 1.

Position Title Official job Classification	Name-write vacant if applicable	Pay Range & Step	Annual Salary Rate as of May 1, 1974	Total Salary 1973-1974 <i>1974-1975</i>	If total salary is different than salary on May 1, 1974 explain why. DO NOT EXPLAIN ACROSS THE BOARD % INCREASES.
1. Lib Asst I	Vacant	18-A	9,058	9,898	Step increase 11/1/74
2. Lib Asst I	Vacant	18-A	9,058	9,898	Step increase 11/1/74
3. Supv. Adult Services	Margaret Meyer	27-E	16,268	18,214	Step increase 8/1/74
4. Head, Home Reading	Wayne Puricelli	22-D	12,139	13,312	Step increase 1/6/75
5. Head, Reference Dept.	Charles Bates	22-B	11,285	12,448	Step increase 6/18/74
6. Page	Barbara Bumgardner	3-F	5,295	5,719	
7. Page	Donna Collins	3-F	5,295	5,719	
8. Tech Serv Clk I	Vacant	9-A	5,838	6,388	Step increase 11/1/74
9. Lib Clk II	Elizabeth Crawford	11-F	7,825	8,451	
10. Lib Clk I	Leta Irons	9-E	6,759	7,357	Step increase 3/4/75
TOTAL				97,404	

SUPPLEMENTARY DETAIL ON PERSONAL SERVICES REQUEST  
 Accounts 101, 102 and 109

Department: Decatur Public Library

Submitted by:

Date: 74/2/21

Activity:

Activity No. 940

Prepare one of these forms for each activity in your department. Show overtime pay as a separate item. In the case of departments needing extra or summer help, estimate the number of positions and amount of money required. (Group and total regular employees separately.) Only the totals from this form should be shown on Budget Form 1.

Position Title Official job Classification	Name-write vacant if applicable	Pay Range & Step	Annual Salary Rate as of May 1, 1974	Total Salary 1973-1974 <del>1974-1975</del>	If total salary is different than salary on May 1, 1974 explain why. DO NOT EXPLAIN ACROSS THE BOARD % INCREASES.
1. Lib Clk I	Sharon Tempel	9-F	7,097	7,665	
2. Lib Clk I	Billie Disney	9-C	6,130	6,899	Step increase 6/22/74
3. Lib Clk I	Karen Anderson	9-C	6,130	6,886	Step increase 7/7/74
4. Lib Clk I	Vacant	9-A	5,838	6,388	Step increase 11/1/74
5. Lib Clk III	Ruth Rusk	13-E	8,216	9,253	Step increase 6/15/74
6. Clk Driver I Bookmobile	Carl Elder	11-B	6,597	7,217	Step increase 10/24/74
7. Clk Driver I Bookmobile	Byron Cheever	11-F	7,825	8,451	
8. Lib Asst I	Dixie McGregor	18-C	9,511	10,763	Step increase 5/9/74
9. Lib Asst I	George Roberts	18-B	9,285	10,200	Step increase 8/14/74
10. Lib Clk II	Ida Redden	11-F	7,825	8,451	
TOTAL				82,173	

SUPPLEMENTARY DETAIL ON PERSONAL SERVICES REQUEST  
 Accounts 101, 102 and 109

Department: Decatur Public Library

Submitted by:

Date: 74/2/21

Activity:

Activity No. 940

Prepare one of these forms for each activity in your department. Show overtime pay as a separate item. In the case of departments needing extra or summer help, estimate the number of positions and amount of money required. (Group and total regular employees separately.) Only the totals from this form should be shown on Budget Form 1.

Position Title Official job Classification	Name-write vacant if applicable	Pay Range & Step	Annual Salary Rate as of May 1, 1974	Total Salary 1973-1974 <del>1974-1975</del>	If total salary is different than salary on May 1, 1974 explain why. DO NOT EXPLAIN ACROSS THE BOARD % INCREASES.
1. Extension Librarian	Kenneth Yamashita	22-B	11,285	12,377	Step increase 9/10/74
2. Children's Librarian	Kristina Preslan	22-B	11,285	12,306	Step increase 12/5/74
3. Page	Hazel Wakefield	3-E	5,043	5,578	Step increase 11/6/74
4. Tech Serv Clk I	Vacant	9-A	5,838	6,388	Step increase 11/1/74
5. Tech Serv Clk I	Kathy Colebar	9-F	7,097	7,665	
6. Page	Ellen Cox	3-F	5,295	5,719	
7. Tech Serv Clk I	Linda Humphreys	9-B	5,984	6,569	Step increase 8/28/74
8. Tech Serv Clk III	Dorthia Turnbo	13-F	8,627	9,312	
9. Tech Serv Clk III	Ozella Vogler	13-F	8,627	9,312	
10. Tech Serv Clk II	Eunice Ensign	11-F	7,825	8,451	
TOTAL				83,686	

SUPPLEMENTARY DETAIL ON PERSONAL SERVICES REQUEST  
 Accounts 101, 102 and 109

Department: Decatur Public Library

Activity:

Activity No. 940

Submitted by:

Date: 7/4/21

Prepare one of these forms for each activity in your department. Show overtime pay as a separate item. In the case of departments needing extra or summer help, estimate the number of positions and amount of money required. (Group and total regular employees separately.) Only the totals from this form should be shown on Budget Form 1.

Position Title Official job Classification	Name-write vacant if applicable	Pay Range & Step	Annual Salary Rate as of May 1, 1974	Total Salary 1973-1974 <del>1974-1975</del>	If total salary is different than salary on May 1, 1974 explain why. DO NOT EXPLAIN ACROSS THE BOARD % INCREASES.
1. Page	Barbara Wilderman	3-F	5,295	5,719	
2. Tech Serv Clk II	Nancy Williams	11-F	7,825	8,451	
3. Tech Serv Clk I	Judith Larson	9-C	6,130	6,886	Step increase 7/13/74
4. Librarian I Cataloger	Anna Brown	22-B	11,285	12,486	Step increase 5/1/74
5. Supervisor, Tech. Serv.	Joseph Babicki	27-F	17,081	18,447	
6.					
7.					
8.					
9.					
10.					
TOTAL				51,989	

GRAND TOTAL

430,618

SUPPLEMENTARY DETAIL ON PERSONAL SERVICES REQUEST  
 Accounts 101, 102 and 109

Department: Decatur Public Library

Submitted by:

Date: 74/2/21

Activity:

Activity No. 940

Prepare one of these forms for each activity in your department. Show overtime pay as a separate item. In the case of departments needing extra or summer help, estimate the number of positions and amount of money required. (Group and total regular employees separately.) Only the totals from this form should be shown on Budget Form 1.

Position Title Official job Classification	Name-write vacant if applicable	Pay Range & Step	Annual Salary Rate as of May 1, 1974	Total Salary 1973-1974 <i>1974-1975</i>	If total salary is different than salary on May 1, 1974 explain why. DO NOT EXPLAIN ACROSS THE BOARD % INCREASES.
1. Lib Asst I (pt. time)	Mickey Offutt	18-A	4.35 hr	4,886	
2. Tech Serv Clk I (pt. time)	Mary Lou Penne	9-A	2.81 hr	3,156	
3. Lib Clk I (pt. time)	Betty Trebacz	9-A	2.81 hr	3,156	
4. Bookmobile Clk Drv (pt time)	Patrick E. Kearney	11-A	3.09 hr	3,471	
5. Page (pt. time)	Patrick F. Kearney	3-A	2.09 hr	2,348	
6. Page (pt. time)	Karen Beard	3-A	2.09 hr	2,348	
7. Lib Clk I (pt. time)	Mary Tucker	9-A	2.81 hr	3,035	
8. Lib Clk I (pt time)	Vacant	9-A	2.81 hr	1,576	
9. Librarian (pt. time)	Lloyd Bingham	22-A	5.04	2,614	
10. Clerk Typists	Vacant	9-A	2.81 hr	22,761	
TOTAL				49,350	

SUPPLEMENTARY DETAIL ON BUDGET REQUEST FOR TRAVEL EXPENSES

Department: Decatur Public Library

Accounts 240 and 241

List all travel, conference attendance and training

Activity:

Activity No.: 940

Submitted by:

Date: 74/2/21

Conference Name, Location and Dates - Name of Person Attending Conference	Travel	Hotel & Meals	Registration	Other	Total
American Library Association New York City, July 7-13 City Librarian	156.00	235	10	12	413
President, Board of Directors	156.00	235	10	12	413
American Library Association Midwinter Conference Chicago, January City Librarian	54.00	109	5	7	175
Illinois Library Association Chicago, October City Librarian	54.00	109	8	7	178
President, Board of Directors	54.00	109	8	7	178
Staff Representative	54.00	109	8	7	178
					1,535

SUPPLEMENTARY DETAIL ON BUDGET REQUEST FOR  
 PROFESSIONAL ASSOCIATION MEMBERSHIP FEES

Department: Decatur Public Library

Activity:

Activity No.: 940

Account <sup>284</sup>~~228~~

Submitted by:

Date: 74/2/21

Organization	Name of Member or Members	Cost of Membership 1974-1975	Explanation
American Library Assn	Library	572	
	City Librarian	95	
Illinois Library Assn	Library	50	
	City Librarian	21	
	Directors (9)	45	
TOTAL		783	