

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Thursday, June 19, 2003 @ 4:30 p.m.**  
**AGENDA**

- I. Call to order –Sherri Arnold, President
- II. Approval of minutes
  - a. Regular meeting of May 22, 2003
  - b. Annual meeting of May 22, 2003
- III. Communication from the public
- IV. City Librarian’s report
- V. Reports of committees
  - a. Personnel, Policy & Public Relations Committee
    - i. No meeting
  - b. Finance and Properties Committee
    - i. Approval of bills for May 2003
    - ii. No meeting
  - c. Rolling Prairie Library System
    - i. Report on June 2003 meeting
  - d. Friends of the Library
    - i. Meeting of June 12, 2003
  - e. Foundation
    - i. No meeting
- VI. Old business
  - a. Lease space
- VII. New business
  - a. Resolution for safe deposit box
  - b. Ordinance determining prevailing wage rates
  - c. Non-resident fee increase effective July 1, 2003
  - d. Per capita grant application for FY2004
  - e. Decatur Celebration
- VIII. Adjournment

## DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

May 22, 2003

### I. CALL TO ORDER

Sherri Arnold, President, called the meeting to order at 4:30 p.m. Members present: Mrs. Arnold, Ty Cocagne, Carol Craig, Garry Davis, Patricia Greanias, Eugene King, Sally Krigbaum, Linda Rowden, and Phil Wise. Staff present: Lee Ann Fisher and Linda Humphreys. Others present: Pat McDaniel.

### II. APPROVAL OF MINUTES

Mr. Davis made a motion to approve the minutes of April 17, 2003. The motion was seconded by Ms. Craig and unanimously approved.

### III. COMMUNICATION FROM THE PUBLIC

Ms. Fisher received a request for permission to show a copy of the library's Lincoln photograph by Barnwell in a documentary. Mrs. Rowden made a motion to allow the use of the picture of the Barnwell photograph with the credit "used with the permission of the Decatur Public Library Board of Trustees." The motion was seconded by Mr. King and unanimously approved.

### IV. CITY LIBRARIAN'S REPORT

The City Librarian's written report was previously mailed.

Ms. Fisher reported that the SBC telephone book lists the library address and phone number as a book stop at Harris School. Mr. Booth is working with SBC so that the modem number is transferred to the library at no cost to the library and a new modem line installed for bookmobile use. To date, that has not been accomplished.

The state budget that has been approved by the House includes a 14.5% cut for library systems. Ms. Fisher said that the systems are looking at merging systems and merging databases.

### V. REPORTS OF COMMITTEES

**Personnel, Policy, and Public Relations Committee:** The committee met May 15, 2003. Ms. Craig reported that the committee discussed donations to the library and the donor wall in the lobby. This item was referred to the Foundation Board of Directors to recommend guidelines. Ms. Craig also reported that the committee finished Ms. Fisher's performance evaluation.

**Finance and Properties Committee:** Mr. Cocagne made a motion to approve the April 2003 bills. The motion was seconded by Mr. Wise and unanimously carried on roll call vote. The year-end financials were reviewed.

The committee did not meet. The next meeting was rescheduled to Tuesday, June 10, 2003.

**Rolling Prairie Library System:** Mrs. Greanias attended the meeting. She reported that the system budget will likely be cut \$130,000. The system plans to use \$70,000 from its reserve fund and reduce expenses to meet the rest of the shortage.

**Friends of the Library:** The Friends met May 8, 2003. Mrs. Rowden reported that the Friends are exploring writing a cookbook to sell. They received a \$1000 grant from Sam's. They want to buy a cabinet to house the library's quilt that is hanging over the stairway.

**Foundation:** The Foundation Board of Directors met April 21, 2003. The Board asked Ms. Fisher to address the high cost of publicity for programming.

## **VI. OLD BUSINESS**

Regarding the library's lease space, Mr. Cocagne had nothing new to present.

## **VII. NEW BUSINESS**

Ms. Fisher reported that the library was chosen as one of twenty-one sites in Illinois to receive a "Project Next Generation" grant from the state. The grant will allow hiring adult mentors for junior high students. Ms. Fisher would like to purchase equipment for the computer lab, including digital cameras, video cameras, DVD burners, and scanners. Ms. Craig made a motion to request a proposal for the project. The motion was seconded by Mrs. Greanias and unanimously approved.

## **VIII. ADJOURNMENT**

Mrs. Arnold adjourned the meeting at 5:20 p.m.

Respectfully submitted,

*Linda Humphreys*

Linda Humphreys  
Executive Admin. Assistant

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**

**May 22, 2003**

**ANNUAL MEETING**

**I. CALL TO ORDER**

Sherri Arnold, President, called the meeting to order at 5:20 p.m. Members present: Mrs. Arnold, Ty Cocagne, Carol Craig, Garry Davis, Patricia Greanias, Eugene King, Sally Krigbaum, Linda Rowden, and Phil Wise. Staff present: Lee Ann Fisher and Linda Humphreys.

**II. ANNUAL REPORT TO THE ILLINOIS STATE LIBRARY**

The annual report to the Illinois State Library was reviewed. Ms. Craig made a motion to approve and submit the report as written. The motion was seconded by Mrs. Greanias and unanimously carried.

**III. ANNUAL REPORT OF THE CITY LIBRARIAN**

The annual report of the City Librarian was reviewed. Mr. Davis made a motion to accept and submit the report as written. The motion was seconded by Mr. Wise and unanimously carried.

**IV. ANNUAL REPORT TO THE CITY COUNCIL**

The annual report to the City Council was reviewed. Mrs. Rowden made a motion to approve and submit the report as written. The motion was seconded by Mr. King and unanimously carried.

**V. NOMINATION OF OFFICERS FOR 2003/04**

Mr. Davis reported that he and Mrs. Krigbaum proposed the following slate of officers for 2003/04: Mrs. Arnold, President, Mr. King, Vice President, and Ms. Craig, Secretary. Mr. Wise made a motion to close the nominations and accept the proposed slate of officers by acclamation. The motion was seconded by Mr. Cocagne and unanimously carried.

**VI. ADJOURNMENT**

Mrs. Arnold adjourned the annual meeting at 5:25 p.m.

Respectfully submitted,

*Linda Humphreys*

Linda Humphreys  
Executive Administrative Assistant



170 Buckmanville Road  
Newtown, PA 18940

May 26, 2003

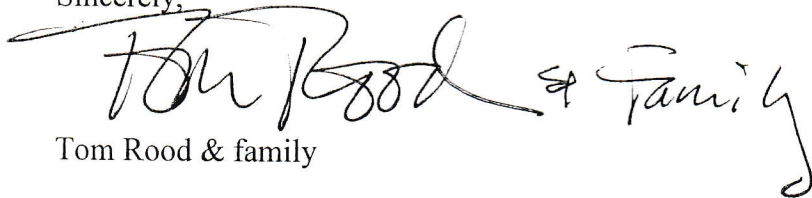
Decatur Public Library  
130 N. Franklin Street  
Decatur, IL 62523

Dear Decatur Public Library Staff:

Thanks to the entire DPL staff for creating and maintaining such a wonderful resource! For years, I and my family enjoyed the library's outstanding collection, its helpful reference staff, and its friendly and efficient desk staff. In just the past few years, I estimate you've helped reduce my personal book-buying expenses by as much as several thousand dollars. My wife particularly enjoyed your periodicals, and we all enjoyed — perhaps too much — your vast collection of videotape and DVD movies.

Now that we've moved to an area whose public library resources seem anemic next to those of the DPL, we're better able to appreciate how good you really are.

Sincerely,

A handwritten signature in black ink that reads "Tom Rood & Family". The signature is written in a cursive style with a long, sweeping underline that extends to the left and then loops back under the name.

Tom Rood & family

**Sherri Arnold**

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**From:** Jeff Pokorski [jeffpokorski@insightbb.com]  
**Sent:** Tuesday, June 10, 2003 6:37 PM  
**To:** stvensherriarnold@insightbb.com  
**Subject:** Innovation and fairness for funding the Library

Sherri,

Thank you for speaking with me about the way the library is funded. Here is what I came up with for you to present to the board. If it is not clear enough, please call or email me and I will rework whatever area needs to be changed.

I spoke with LeAnne Fisher this morning and she informed me that the library's budget is \$3,587,484.02. She also informed me that there are 41,856 library cards in circulation. LeAnne was unable to give me a figure on the number of different individuals that visit the library each year. She offered a "door counter" number but that does not accurately reflect unique users of library facilities. I would like to know the true number of unique users of the Decatur Public Library in a years time. Please request this for me.

Everyone hates real estate taxes and I personally don't see the need for a library the size of Decatur's. A library one-third the size would be sufficient given Decatur's economy. Since I know that many people see a need for a library, I would like to offer two different funding options that are more fair than the current real estate tax funding. Both of these options would eliminate the Real Estate Tax for the Library forever.

The first option is usage-based and would require the full funding from the people that use the library. At this moment some of the board members are rolling their eyes thinking about the poor children. I suggest that charities could pay for the library cards for the truly poor. If every library card holder in circulation would evenly divide the budgeted amount it would cost each library user less than \$86.00 a year. Since realistically the number of library cards would dramatically drop, the cost per user would spike up so high that no one would go to the library. So this truly fair option isn't very practical.

Option two is to take the number of Decatur Water Customers instead of the number of library cards used in option one and divide it into the budgeted amount. Then, take that amount, divide it by four, and apply that figure to the quarterly water bill in the same manner as the recycling fee is charged. This option is a more equitable way to fund the library than to place the burden solely on property owners who, in many cases, never use the library. This option would appeal to everyone who pays real estate taxes in Decatur. By lowering Decatur Real Estate taxes more people would want to live in Decatur which in turn could lower the costs of supporting the library. Anyone using Decatur Water, regardless of location in or out of Decatur, would get a free library card.

Option Two Math: \$3,587,484.02 divided by 40,000 water customers (estimated) is about \$90.00 per year.  
 $\$90.00 \text{ per year} / 4 \text{ quarterly water bills} = \$22.50 \text{ increase in each water bill.}$

I strongly recommend that the board contacts the mayor and the city council on this issue. Reducing Real Estate Taxes helps everyone. By increasing water bills a small amount really doesn't hurt anyone. If it does hurt someone, charity could help fill the voids. If this option works, other City Real Estate Tax line items could be handled in a similar manner which would boost business in Decatur.

Thank You.

Jeff Pokorski  
1321 Meadowview Drive  
Decatur, Illinois 62526

6/11/03



June 16, 2003

Jeff Pokorski  
1321 Meadowview Drive  
Decatur, Illinois 62526

Mr. Pokorski:

Thank you for recently taking the time to write to the City of Decatur and for expressing your concerns about local taxation. It is because of citizens like you who choose to become active in their city government that we are able to better gauge the pulse of the community and to make decisions that we believe are in the best interest of this city.

Unfortunately it seems as though a number of the issues you raise are issues over which we as a City government have little or no direct control. There seems to be a perception throughout much of the community that City government has some say over the decisions made by entities such as the Decatur Park District, the Decatur Sanitary District, the Decatur School Board and other groups when this in fact is not the case. We have no authority, either legally or otherwise, to decide how those groups and other government bodies set fees, collect taxes or allocate land usage. By state law they are established as separate legal entities which have their own sets of rules and responsibilities. However, your City government has in recent months been working to try and come up with ways that we could all work *together* on providing services that would save you, the taxpayer, money.

That being said, I will attempt to address some of the concerns listed in your e-mail:

- 1) **Park District** — Your complaint on this issue is not new to me. But as stated earlier we have no control over how the District sets its tax rate, establishes golf fees, allocates resources or sets land uses. I would suggest that you contact the District at 422-5911 as they are usually open to listen to resident concerns.
- 2) **Decatur Public Library** — I understand that you have, in fact, talked with our local librarian about some of the specifics listed in your e-mail. Additionally, I would just add that having a thriving local library system only adds to the quality of life that we are able to offer residents of this community. Go to the library on any given day and you will find many people — both young and not so young — who otherwise might not have access to the Internet services you reference, the summer reading programs that are provided or the career-building resources that help to build our economy. Our library provides more than just an opportunity to check out books, offering rare collections of local history, technology training programs and a bevy of other services that are accessed regularly. It is an amazing

educational resource that I would suggest that you visit if ever you have the time. Even though you may not use it often, it's nice to know that it's there when you need it.

- 3) **Water Management Department** – Thank you for the compliment on our water system. Our staff works hard to make sure you, our customers, are satisfied. You also mentioned two separate water processes; water treatment for drinking water and sanitary treatment for sewage and storm water. The City of Decatur operates drinking water treatment and the Sanitary District of Decatur operates sanitary treatment. Both agencies operate completely separate water treatment facilities and piping systems, and are governed by two different sets of federal and state regulations. The Sanitary District is a separate governing body over which the City exercises no control. However, since both drinking water treatment and sanitary water treatment are desirable and necessary, chances are the amounts you pay today for both services combined would be about the same if they were managed by one group because the same amount of infrastructure, manpower and materials would be required. Decatur water rates are among the lowest in Illinois, and we charge non residents exactly double the rates of residents like yourself.

Mr. Pokorski, I understand your concerns and realize that *nobody* really likes taxes. But until the day comes when there is another system in place for funding all of the things that we may or may not use on a daily basis — things like police and fire protection, roadways, sidewalks, sewers, parks, etc. — it is my opinion that we must make the best use we can of the system we have in place.

Regards,

Paul Osborne  
Mayor



**CITY LIBRARIAN'S REPORT**  
**June 11, 2003**  
**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**

**CITY LIBRARIAN:** SBC has forwarded the number in the phone book to our main number. This way the caller doesn't know that it is a wrong number. They have also provided a new modem number for the bookmobile and corrected directory assistance, without any additional cost to us. They promise that this will not happen again next year. Project Read moved in and we are working to help them settle in. The current periodical shelving has been relocated and turned; now you can see from north to south without any visual barriers. Soon the large empty periodical shelving will be moved to non-fiction. In addition to my regular meetings, I attended an emergency meeting of the Governing Board, met with the Management staff to go over changes in the Management Personnel Policy, was interviewed by Tony Reid for a feature article that should appear this Friday and wrote lots of reports. I was on vacation June 2-6.

**PROJECT NEXT GENERATION:** We received a letter from Karen Muskopf at the State Library, stating that a contract for \$20,000 is being prepared for us. This amount is the initial start up money for the grant. Another grant, amount unknown, will be issued in the fall. Once we get the contract, Sandi, Carol and I will work out the details of how we plan to implement the program for mentoring at-risk junior high students.

**RPLS:** In light of the budget cuts at RPLS, the Governing Board has decided to go ahead with hiring a trainer for the new system. Jo McLain will be starting her new duties August 4. We voted to only extend the Data Base Managers contract 6 months, with an option to renew. This will give us time to study the situation in greater detail and make an informed decision on how to proceed.

**SIRSI:** The Dynix demo was held here Monday, June 2 and Tuesday, June 3. The Innovative one was held Thursday, June 5 and Friday, June 6 at RCC. Sirsi will be here this Thursday, June 12 and Friday, June 13 here. Karen and Steve along with other RPLS members have also been visiting libraries that currently use the systems under consideration. On the 16<sup>th</sup>, DPL staff will meet to discuss the demonstration and which vendor best meets our needs.

**FOUNDATION:** The Foundation currently has a balance of \$28,367.77 as of 5/30/03 and will meet on July 28.

**FRIENDS:** I did not attend due to a conflicting Futures event.

**STAFF:** There were no changes this month. Jerrald Merrick received the Distinguished Volunteer of the Year award from the Decatur Chamber of Commerce.

**ADMINISTRATION:** We were busy compiling and completing the annual reports. The gate count was down, but the items circulated were up. Matt installed a virtual private network on Linda's and my computers to facilitate our communication with the city. My dial-up system was never fully operational. Linda will be working with the city on their Payroll and Personnel project, helping them customize the library function.

**ADULT DIVISION:** Sue and Lenore attended a conference for IL government document libraries. This allowed us to apply for a \$500 LSTA grant, which we will use to purchase Arc View mapping software to add to the government documents computer, which in turn will help us reach our

## CITY LIBRARIAN'S REPORT

June 11, 2003

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goal of providing GPS to the patrons. Bev attended a workshop in digital imaging, as we begin to explore this option for our Local History Room. Sandi attended the required training for the Lincoln exhibit. Now we will start planning for the event. We had 160 people attend 3 programs this month. As many staff as possible have attended the demonstration of the new automation systems under consideration.

**BUILDING DIVISION:** There was no report. Larry is out sick.

**CHILDREN'S DIVISION:** Summer Reading enrollment was up 207 members from last year for the same time period. Eighteen groups visited the department, bringing in 379 people, and 282 people attended 16 programs.

**CIRCULATION DIVISION:** The increase in SRC participants has increased demands upon circulation as patrons sign up for new cards and clean up problems on old cards. Fourteen new credit bureau accounts were created in the pursuit of \$2017.00 worth of materials. We received \$542.80 worth of materials returned from CB accounts. Robyn has attended all the demos, as circulation is a key component in any system.

**EXTENSION DIVISION:** Caterpillar, Staley, Scoville Zoo and the Children's Museum were added to the June-August schedule. All of these are new stops for the bookmobile and we are very excited about these new partnerships. Twenty-six volunteers gave 185.5 hours of service this month. Scott has met once with the newly formed Program & Publicity Committee. They will be formulating a plan on how best to provide programs for our patrons based on our Mission Statement and how to best promote them.

**GATES COMPUTER LAB:** A total of 107 people attended the seven computer classes we offered in May. Based on the evaluations, we need to consider adding night and weekend classes.

**SYSTEMS ADMINISTRATION:** We had some trouble with our mail server this month and had to replace the motherboard. Matt continues to update the remaining Windows 98 PC's to Windows XP as we strive for uniformity across the library.

**TECHNICAL DIVISION:** Karen's report covered her visit to the Suburban Library System to view Innovative for the task force along with Steve.

Respectfully submitted,

*Lee Ann Fisher*

Lee Ann Fisher  
City Librarian  
June 11, 2003







FUND	DATE OF REQUEST	VENDOR	AMOUNT	CHECK NUMBER	CHECK DATE	DESCRIPTION
05/29/2003	EDWARDS, ROBERT	522.00	162187	05/29/2003	TUITION REIMBURSEMENT	
05/29/2003	FORSYTH PUBLIC LIBRARY	44.00	162188	05/29/2003	OFFICE PROFESSIONAL SERVICES	
05/29/2003	GAYLORD BROS.	94.53	162189	05/29/2003	OFFICE SUPPLIES	
05/29/2003	GARRATT CALLAHAN CO INC	1,448.60	162190	05/29/2003	MATERIAL SUPPLIES	
05/29/2003	ILLINOIS DISTRICT MAILERY	31.49	162191	05/29/2003	MATERIAL SUPPLIES	
05/29/2003	LENNIKUS	35.07	162193	05/29/2003	MATERIAL-EQUIPMENT	
05/29/2003	MENARDUK	51.86	162196	05/29/2003	MATERIAL-OFFICE EQUIP	
05/29/2003	MICROMAN ULLMAN	1,036.00	162199	05/29/2003	JANITRY SUPPLIES	
05/29/2003	MINECRO SYSTEMS INC	326.00	162200	05/29/2003	OFFICE SUPPLIES	
05/29/2003	RISK MANAGEMENT	79.76	162202	05/29/2003	OFFICE SUPPLIES	
05/29/2003	SAM'S CLUB	94.18	162203	05/29/2003	OFFICE SUPPLIES	
05/29/2003	TRINGLED ART ASSOCIATION	150.00	162204	05/29/2003	OFFICE SUPPLIES	
05/29/2003	T A BRINKBETTER & SONS, INC.	159.00	162205	05/29/2003	OTHER PROFESSIONAL SERVICES	
05/29/2003	2D MARKETING & COMMUNICATIONS	12.50	162207	05/29/2003	OTHER BUILD-BLESS	
05/29/2003	WALLEKEDT OEDMAN PRINTING	613.75	162208	05/29/2003	MATERIAL-PROFESSIONAL SERVICES	
05/29/2003	ASSOCIATED OFFICE FURNISHINGS	345.00	162212	05/29/2003	MATERIAL-PROFESSIONAL SERVICES	
05/29/2003	ARAZMARK UNIFORM SERVICES, INC.	189.98	162213	05/29/2003	SMALL BUILDINGS	
05/29/2003	VERIZON WIRELESS, INC.	181.73	162217	05/30/2003	SERV-PHONE	
05/29/2003	BAKER ASSOCIATES, INC.	990.00	162218	05/30/2003	SERV-PHONE	
05/29/2003	BAKERS & TAYLOR CO	2,533.51	162220	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	BOOKER ON TAPE	573.90	162221	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	BOOKER ON TAPE ENTERTAINMENT	73.60	162222	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	BRADDA CO. SALES, INC.	2,878.87	162224	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	BOOK WHOLESALERS, INC.	3,732.00	162226	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	BOOK WHOLESALERS, INC.	4,070.64	162235	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	EDWARD BOOTH	314.49	162238	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	CAPITAL CITY PAPER CO	772.50	162240	05/30/2003	OTHER PROFESSIONAL SERVICES	
05/29/2003	CRIMSON MULTIMEDIA DIST, INC.	357.61	162249	05/30/2003	OFFICE SUPPLIES	
05/29/2003	GAYLORD BROS.	47.17	162255	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	THE SALES GROUP	146.54	162260	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	H W CHENRY LTD	86.92	162262	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	HASTINGS, SCOTT A.	997.49	162282	05/30/2003	OFFICE SUPPLIES	
05/29/2003	HADULT, TECHNOLOGIES INC	153.00	162298	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	SEC	409.95	162300	05/30/2003	PRINTING AND BINDING	
05/29/2003	JAN SAEN SUPPLY INC.	100.00	162302	05/30/2003	OTHER PROFESSIONAL SERVICES	
05/29/2003	MICROSERION CORPORATION	23.25	162303	05/30/2003	TELEPHONE	
05/29/2003	SPHERENTIONS DIRECT	1,311.65	162307	05/30/2003	TELEPHONE	
05/29/2003	PRESENTATIONS DIRECT	209.20	162314	05/30/2003	JANITRY SUPPLIES	
05/29/2003	REGSBREY, PAUL	90.00	162333	05/30/2003	OFFICE SUPPLIES	
05/29/2003	ROTHLEY, JUAN	2,519.75	162353	05/30/2003	TEMP PERSONEL SERVICES	
05/29/2003	SLEETH, JUAN	1,425.00	162364	05/30/2003	OFFICE SUPPLIES	
05/29/2003	SAM'S CLUB	115.95	162365	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	TREASURER FUNDS	110.00	162373	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	TAYLOR, DELBERT	600.00	162375	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	UNITED STATES ELECTRIC CO	299.79	162376	05/30/2003	BOOKS AND PERIODICALS	
05/29/2003	TOTAL	315.00	162392	05/30/2003	OFFICE SUPPLIES	
05/29/2003		478.13	162395	05/30/2003	OTHER PROFESSIONAL SERVICES	
05/29/2003		310.00	162412	05/30/2003	JANITRY SUPPLIES	
05/29/2003		398.48	162415	05/30/2003	MATERIAL-BLDGS	
	TOTAL	125,827.77				

FUND	DATE OF REQUEST	VENDOR	AMOUNT	CHECK NUMBER	CHECK DATE	DESCRIPTION
05/15/2003	BAKER & TAYLOR CO	25.00	161885	05/15/2003	BOOKS AND PERIODICALS	
05/15/2003	THE SALE GROUP	2,450.80	161931	05/15/2003	BOOKS AND PERIODICALS	
	TOTAL	2,475.80				



DECATUR PUBLIC LIBRARY

PERIOD ENDING 20030531

ACCT. NO.	DESCRIPTION	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE	% REAL
FUND BALANCE							
30001-000	BEGINNING FUND BALANCE	378,948.27	34,977.83	378,948.27	419,734.00	40,785.73	90
TOTAL		378,948.27	34,977.83	378,948.27	419,734.00	40,785.73	90
TAXES							
30100-107	PROPERTY TAX-LIBRARY	.00	237,604.83	.00	2,851,258.00	2,851,258.00	
TOTAL		.00	237,604.83	.00	2,851,258.00	2,851,258.00	
INTER GOVERNMENTAL REVENUE							
30200-104	REPLACEMENT TAX	20,446.52	19,583.33	20,446.52	235,000.00	214,553.48	8
30200-107	STATE GRANTS OR OTHER	.00	7,992.00	.00	95,904.00	95,904.00	
TOTAL		20,446.52	27,575.33	20,446.52	330,904.00	310,457.48	6
FINES AND FEES							
30500-509	LIBRARY FINES AND FEES	2,933.24	4,166.67	2,933.24	50,000.00	47,064.76	5
30500-510	LIBRARY NON-RESIDENT FEES	.00	41.67	.00	500.00	500.00	
30500-511	LIBRARY LOST AND DAMAGED BOOKS	208.59	375.00	208.59	4,500.00	4,291.41	4
30500-514	COPIES & MISC.	889.85	1,666.67	889.85	20,000.00	19,110.15	4
30500-515	MEETING ROOM FEES	825.00	833.33	825.00	10,000.00	9,175.00	8
TOTAL		4,858.68	7,083.34	4,858.68	85,000.00	80,141.32	5
INVESTMENT INCOME							
30700-101	INVESTMENT INTEREST	198.53	1,000.00	198.53	12,000.00	11,801.47	1
TOTAL		198.53	1,000.00	198.53	12,000.00	11,801.47	1
OTHER INCOME							
30800-846	LEASE OF LIBRARY PROPERTY	3,333.33	3,333.33	3,333.33	40,000.00	36,666.67	8
30800-899	MISCELLANEOUS INCOME	11.75	749.00	11.75	8,988.00	8,976.25	
TOTAL		3,345.08	4,082.33	3,345.08	48,988.00	45,642.92	6
FUND TOTAL							
		407,797.08	312,323.66	407,797.08	3,747,884.00	3,340,086.92	10

REPORT OF EXPENDITURES TO BUDGET FY 2003-2004

40000 DECATUR PUBLIC LIBRARY

FUND 20 DECATUR PUBLIC LIBRARY

05/31/2003

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCMT COMM
<b>SALARIES &amp; WAGES</b>									
090	REGULAR SALARIES	1,870,518	128,557.54	123,557.54	155,876	1,741,960.46	.00	1,741,960.46	6.9
092	HOLIDAY	0	2,314.19	2,314.19	0	2,314.19	.00	2,314.19	
094	OTHER LEAVE WITH PAY	0	118.93	118.93	0	118.93	.00	118.93	
096	SICK TIME	0	4,132.71	4,132.71	0	4,132.71	.00	4,132.71	
098	VACATION TIME	0	4,869.95	4,869.95	0	4,869.95	.00	4,869.95	
<b>PERSONAL SERVICES</b>									
101	OVERTIME	15,000	412.07	412.07	1,250	14,587.93	.00	14,587.93	2.7
102	TEMPORARY SALARIES	23,900	1,732.84	1,732.84	2,082	23,267.16	.00	23,267.16	7.4
104	RETIREMENT-IMRF	168,741	12,314.80	12,314.80	13,893	154,426.20	.00	154,426.20	7.8
111	LIFE INSURANCE	3,133	236.88	236.88	261	270,428.94	.00	270,428.94	7.0
112	MEDICAL INSURANCE	290,743	20,314.06	20,314.06	24,228	16,908.36	.00	16,908.36	7.3
114	WORKERS COMPENSATION	18,249	1,340.64	1,340.64	1,520	19,669.14	.00	19,669.14	11.5
115	SERVICE RECOGNITION	22,216	2,548.86	2,548.86	1,851	502,183.85	.00	502,183.85	7.2
<b>CONTRACTUAL SERVICES</b>									
201	ADVERTISING AND BINDING	250	.00	.00	20	250.00	.00	250.00	13.6
202	PRINTING AND BINDING	6,000	754.95	754.95	500	5,245.05	60.02	5,185.03	31.8
210	SERV-BUILDINGS	30,000	5,223.79	5,223.79	2,500	24,776.21	4,305.62	20,470.59	
211	SERV-IMPROVEMENTS	3,500	.00	.00	291	3,500.00	.00	3,500.00	
212	SERV-AUTO EQUIPMENT	20,000	190.75	190.75	208	2,309.25	.00	2,309.25	7.6
213	SERV-OFFICE EQUIP	17,634	4,161.41	4,161.41	1,666	15,838.59	280.85	15,557.74	22.2
230	MIS-CRITICITY	20,000	1,469.50	1,469.50	1,469	16,164.50	.00	16,164.50	8.3
231	ELECTRICITY	150,000	8,508.69	8,508.69	12,500	141,491.31	.00	141,491.31	5.7
232	TELEPHONE	30,000	2,556.78	2,556.78	1,668	20,000.00	.00	20,000.00	
233	TELEVISION SCHOOL	3,000	478.13	478.13	2,500	27,443.22	.00	27,443.22	18.5
234	TRAINING AND OTHER TRAVEL	3,000	.00	.00	258	3,000.00	.00	3,000.00	3.6
241	CONFERENCE	17,000	254.50	254.50	583	6,745.50	.00	6,745.50	16.0
245	POSTAGE	20,000	2,244.31	2,244.31	1,416	14,755.69	4.84	14,271.69	22.0
247	COMPUTER SOFTWARE EXPENSE	23,000	405.00	405.00	1,666	19,595.00	.00	19,595.00	11.0
271	COMPUTER SOFTWARE	1,000	2,519.75	2,519.75	1,919	20,480.25	.00	20,480.25	65.2
271	TUITION EXPENSE FOR INTERVIEWS	1,000	652.00	652.00	93	328.00	.00	348.00	
273	TRAVEL EXPENSE FOR INTERVIEWS	46,340	4,510.01	4,510.01	20	250.00	.00	250.00	19.6
280	OTHER PROFESSIONAL SERVICES	1,400	335.07	335.07	3,861	41,829.99	4,566.00	37,263.99	38.2
284	PROFESSIONAL MEMBERSHIP FEES	5,000	335.07	335.07	116	1,400.00	1,575.00	3,089.93	11.2
289	RENTAL-EQUIPMENT	406,974	34,264.64	34,264.64	416	4,664.93	11,271.49	361,437.87	
<b>COMMODITIES</b>									
310	GASOLINE	3,700	320.17	320.17	308	3,369.83	.00	3,369.83	8.9
312	JANITORIAL SUPPLIES	8,000	548.43	548.43	666	7,451.57	.00	7,451.57	24.8
320	MATERIAL-BLDGS	11,500	4,464.12	4,464.12	1,500	13,535.88	.00	13,535.88	10.8
337	MATERIAL TO MAINT AUTO EQUIP	30,000	1,613.33	1,613.33	1,25	1,338.67	507.64	1,338.67	13.4
357	EMPLOYEE RECOGNITION SUPPLIES	150	3,512.75	3,512.75	2,500	26,487.25	.00	25,979.61	
<b>OTHER CHARGES</b>									
415	TRANSFER TO GENERAL FUND	61,350	9,016.80	9,016.80	5,111	52,333.20	507.64	51,825.56	15.5
418	MOTOR VEHICLE-INSURANCE	1,200	100.00	100.00	100	1,100.00	.00	1,100.00	8.3
420	BOILER INSURANCE	5,313	427.58	427.58	452	4,885.42	.00	4,885.42	8.0
421	PROPERTY INSURANCE	14,258	1,188.17	1,188.17	1,188	1,716.92	.00	1,716.92	8.3
423	GENERAL LIABILITY INSURANCE	17,854	1,654.50	1,654.50	654	17,199.50	.00	13,069.83	8.3
449	TRANS TO TRUST FUND	17,423	25,736.62	25,736.62	1,451	25,736.62	.00	25,736.62	4.3
	SMALL CAPITAL ITEMS					16,666.38	.00	16,666.38	

REPORT OF EXPENDITURES TO BUDGET FY 2003-2004

40000 DECATUR PUBLIC LIBRARY

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	FUND 20 DECATUR PUBLIC LIBRARY UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCT COMM
	OTHER CHARGES	47,921	28,716.26	28,716.26	3,991	19,204.74	.00	19,204.74	59.9
	800 BOOKS AND PERIODICALS	397,500	46,057.00	46,057.00	33,125	351,443.00	.00	351,443.00	11.6
	** DIVISION TOTAL **	3,325,345	296,946.17	296,946.17	277,096	3,028,398.83	11,775.13	3,016,619.70	9.3

REPORT OF EXPENDITURES TO BUDGET FY 2003-2004

41000 LEASE EXPENSES

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	FUND 20 DECATUR PUBLIC LIBRARY UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCT COMM
	CONTRACTUAL SERVICES	5,575	.00	.00	464	5,575.00	.00	5,575.00	
	231 ELECTRICITY	5,575	.00	.00	464	5,575.00	.00	5,575.00	
	OTHER CHARGES	21,875	.00	.00	1,822	21,875.00	.00	21,875.00	
	409 PRINCIPAL PAYMENTS	5,563	.00	.00	546	6,563.00	.00	6,563.00	
	410 INTEREST EXPENSE	28,438	.00	.00	2,368	28,438.00	.00	28,438.00	
	** FUND TOTAL **	3,359,358	296,946.17	296,946.17	279,928	3,062,411.83	11,779.13	3,050,632.70	9.2



PUBLIC LIBRARY-TRUSTS

ACCT. NO.	DESCRIPTION	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE	% REAL
FUND BALANCE							
30001-921	BEG FUND BAL-CANTONI	118,034.69	2,838.00	118,034.69	118,056.00	21.31	100
30001-922	BEG FUND BAL-MEYER	271,519.00	22,611.17	271,519.00	271,334.00	185.00	100
30001-923	BEG FUND BAL-BRIDGES	1,893.89	1,889.83	1,893.69	1.00	1,892.69	369
30001-924	BEG FUND BALANCE-DONATIONS	25,433.31	1,889.83	25,433.31	22,678.00	2,755.31	112
TOTAL		366,014.07	30,559.42	366,014.07	366,713.00	698.93	99
TRANSFERS FROM							
30600-709	TRANSFER FROM DPL	25,433.31	.00	25,433.31	.00	25,433.31	-
TOTAL		25,433.31	.00	25,433.31	.00	25,433.31	-
INVESTMENT INCOME							
30700-103	DPL INTEREST-CANTONI TRUST	102.65	104.17	102.65	1,250.00	1,147.35	8
30700-104	DPL INTEREST-MEYER	236.12	333.33	236.12	4,000.00	3,763.88	5
30700-105	DISTRIBUTION FR BRIDGES TRUST	1.65	18.92	1.65	227.00	225.35	
TOTAL		340.42	456.42	340.42	5,477.00	5,136.58	6
OTHER INCOME							
30800-805	CONTRIBUTIONS AND DONATIONS	310.00	500.00	310.00	6,000.00	5,690.00	5
TOTAL		310.00	500.00	310.00	6,000.00	5,690.00	5
FUND TOTAL		392,097.80	31,515.84	392,097.80	378,190.00	13,907.80	103



REPORT OF EXPENDITURES TO BUDGET FY 2003-2004

DB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	FUND 92 PUBLIC LIBRARY-TRUSTS		UNENCUMBERED BALANCE	PRCNT COMM
						UNEXPENDED BALANCE	ENCUMBRANCE		
800	BOOKS AND PERIODICALS	35,000	.00	.00	2,916	35,000.00	.00	35,000.00	
		35,000	.00	.00	2,916	35,000.00	.00	35,000.00	
900	EXPENDITURES	0	.00	.00	0	.00	212.00	212.00	
		0	.00	.00	0	.00	212.00	212.00	
**	DIVISION TOTAL **	35,000	.00	.00	2,916	35,000.00	212.00	34,788.00	.6

REPORT OF EXPENDITURES TO BUDGET FY 2003-2004

DB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	FUND 92 PUBLIC LIBRARY-TRUSTS		UNENCUMBERED BALANCE	PRCNT COMM
						UNEXPENDED BALANCE	ENCUMBRANCE		
499	SMALL CAPITAL ITEMS	11,000	.00	.00	916	11,000.00	.00	11,000.00	
		11,000	.00	.00	916	11,000.00	.00	11,000.00	
800	BOOKS AND PERIODICALS	0	2,250.80	2,250.80	0	2,250.80	.00	2,250.80	
		0	2,250.80	2,250.80	0	2,250.80	.00	2,250.80	
**	DIVISION TOTAL **	11,000	2,250.80	2,250.80	916	8,749.20	.00	8,749.20	20.5

REPORT OF EXPENDITURES TO BUDGET FY 2003-2004

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	FUND 92 PUBLIC LIBRARY-TRUSTS		UNENCUMBERED BALANCE	PRCT COMM
						UNEXPENDED BALANCE	ENCUMBRANCE		
800	BOOKS AND PERIODICALS	227	.00	.00	18	227.00	.00	227.00	
227			.00	.00	18	227.00	.00	227.00	
**	DIVISION TOTAL **	227	.00	.00	18	227.00	.00	227.00	

REPORT OF EXPENDITURES TO BUDGET FY 2003-2004

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	FUND 92 PUBLIC LIBRARY-TRUSTS		UNENCUMBERED BALANCE	PRCT COMM
						UNEXPENDED BALANCE	ENCUMBRANCE		
44-000	DPL-DONATIONS FOR BOOKS	6,500	25.00	25.00	541	6,475.00	.00	6,475.00	.4
6,500			25.00	25.00	541	6,475.00	.00	6,475.00	.4
**	DIVISION TOTAL **	6,500	25.00	25.00	541	6,475.00	.00	6,475.00	.4

# ROLLING PRAIRIE LIBRARY SYSTEM

345 West Eldorado Street  
Decatur, Illinois 62522

Telephone (217) 429-2586  
Fax (217) 428-1852

## LOOKING AHEAD

Now that some time has passed since we dealt with our cut in funding of \$129,323, I want to give you a summary of our focus as of today.

- We handled a 14.5% budget reduction in 2003-2004 without reducing System services. We are still a strong, viable System providing important services to membership.
- Our chief focus now is the next 2 years, based on the assumption of flat funding. Hopefully our funding will improve by then, if not before.
- We benefit from a dedicated, experienced and talented staff.
- We benefit from mild inflation.

Listed below are the budget reductions:

1. Eliminated Library Assistant and Part-Time Financial Secretary positions
2. Will eliminate incoming 800 voice and fax
3. Reduced travel
4. Froze salaries
5. Transferred Reserve Funds to balance the budget



RESOLUTION OF BOARD OF DIRECTORS

I, Carol D. Craig do hereby certify that I am the duly (appointed/ elected) and qualified Secretary and the keeper of the records and corporate seal of THE DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES, a corporation organized and existing under the laws of ILLINOIS and that the following is a true and correct copy of certain resolutions duly adopted at a meeting of the Board of Directors thereof, convened and held in accordance with law and the by-laws of said corporation on the \_\_\_ day of \_\_\_\_\_ 19\_\_\_, and that such resolutions are now in full force and effect and are not in contravention of, or in conflict with the by-laws or the charter or articles of incorporation of said corporation:

BE IT RESOLVED, that access to safe deposit box No. 1511 in the vaults of The First National Bank of Decatur, which this corporation has rented, and also access to any safe or safes in said vaults for which the said safe or safes may be exchanged, shall be and hereby is granted to any ONE (1) of the following: The President, ~~any~~ Vice President, ~~the Executive Director, the Executive Assistant, the Treasurer, the Secretary, or the Administrative Aide~~, or THE CITY LIBRARIAN, THE ADMINISTRATIVE EXECUTIVE ASSISTANT, OR THE ADMINISTRATIVE AIDE.

(Use blank spaces for additional titles. Rule out spaces not so used. Rule out titles of all officers not authorized to have access to said safe or safes.) of this corporation and the said Bank is hereby authorized and requested to permit access as aforesaid to said safe or safes.

And BE IT FURTHER RESOLVED, that the Secretary or any other officer of this corporation be and hereby is authorized to certify to The First National Bank of Decatur, a copy of these resolutions and the names and signatures of this corporation's officers or employees hereby authorized to act in the premises, and said The First National Bank of Decatur is hereby authorized to rely upon such certificate until formally advised by a like certificate of any changes therein, and is authorized to rely on any such additional certificates.

I further certify that the following are the names and official signatures of the present officers of this corporation:

Officer	Name	Official Signature
President	<u>Sherci Straup Arnold</u>	<u>Sherci Straup Arnold</u>
Vice President	_____	_____
Treasurer	_____	_____
Secretary	<u>Carol D. Craig</u>	<u>Carol D. Craig</u>
<u>CITY LIBRARIAN</u>	<u>Lee Ann Fisher</u>	<u>Lee Ann Fisher</u>
<u>EXEC ADMIN ASST.</u>	<u>LINDA HUMPHREYS</u>	<u>Linda Humphreys</u>
<u>ADMIN AIDE</u>	<u>Joann Stanbery</u>	<u>Joann Stanbery</u>

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Corporation, this 19th day of June, 2003. ~~xxxxxx~~

(CORPORATE SEAL)

Secretary

~~XXXXXXXXXXXXXXXXXXXX~~



## ORDINANCE DETERMINING PREVAILING WAGE RATES

WHEREAS, the State of Illinois has enacted "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the state, county, city, or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq. (1993), formerly Illinois Revised Statutes, Chapter 48, paragraph 39s-1 et seq. and

WHEREAS, the aforesaid Act requires that the Decatur Public Library Board of Trustees of the City of Decatur investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics, and other workers in the locality of Macon County employed in performing construction of public works for said Decatur Public Library Board of Trustees.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF THE DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES:

SECTION 1: To the extent and as required by "An Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city, or any public body, or any political subdivision, or by anyone under contract for public works," approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics, and other workers engaged in the construction of public works coming under the jurisdiction of the Decatur Public Library Board of Trustees is hereby ascertained to be the same as the prevailing wages for construction work in Macon County area as determined by the Department of Labor of the State of Illinois as of June 2003, a copy of that determination being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by the Decatur Public Library Board of Trustees. The definition of any terms appearing in this Ordinance which are also used in the aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the Decatur Public Library Board of Trustees to the extent required by the aforesaid Act.

SECTION 3: The Decatur Public Library Board of Trustees shall publicly post or keep available for inspection by any interested party in the main office of the Decatur Public Library this determination or any revision of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The Decatur Public Library Board of Trustees shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any

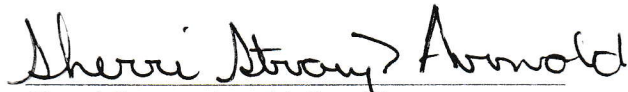
determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Decatur Public Library Board of Trustees shall promptly file a certified copy of this Ordinance with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6: The Decatur Public Library Board of Trustees shall cause to be published in a newspaper of general circulation within the area a copy of this Ordinance, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

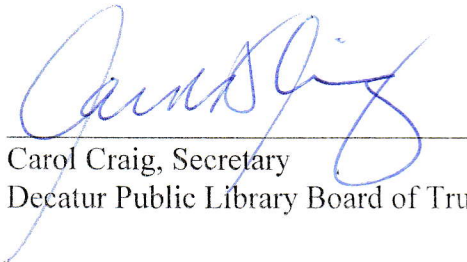
PASSED THIS 19<sup>th</sup> day of June 2003.

APPROVED:



Sherri Stroup Arnold, President  
Decatur Public Library Board of Trustees

ATTEST:

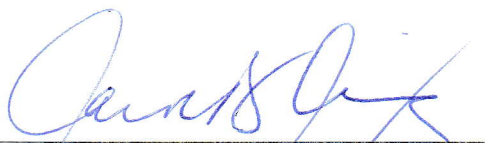


Carol Craig, Secretary  
Decatur Public Library Board of Trustees

NOTICE OF DETERMINATION OF PREVAILING WAGE RATES

TAKE NOTICE that on the 19<sup>th</sup> day of June 2003, the Decatur Public Library Board of Trustees adopted an Ordinance Determining Prevailing Wage Rates for public works in accordance with 820ILCS 130/1 et seq. (1993), formerly Illinois Revised Statutes, Chapter 48, paragraph 39s-1 et seq.; and said determination is available for inspection by any interested party at 130 N. Franklin Street, Decatur, Illinois.

DATED the 19<sup>th</sup> day of June 2003.



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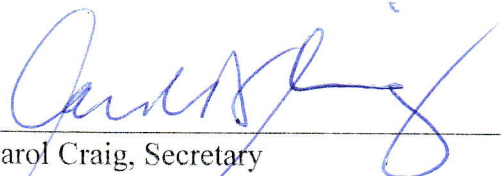
Carol Craig, Secretary  
Decatur Public Library Board of Trustees



CERTIFICATE

STATE OF ILLINOIS        )  
  ) SS  
COUNTY OF MACON        )

I, the undersigned, Secretary of the Decatur Public Library Board of Trustees, do hereby certify that the above and foregoing is a true, perfect, and correct copy of the Ordinance Determining Prevailing Wage Rates duly adopted at a meeting of the Decatur Public Library Board of Trustees held on June 19, 2003.



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Carol Craig, Secretary  
Decatur Public Library Board of Trustees

## Macon County Prevailing Wage for June 2003

Trade Name	RG	TYP	C	Base	FRMAN	*M-F>8	OSA	OSH	H/W	Pensn	Vac	Trng
ASBESTOS ABT-GEN				22.900	23.650	1.5	1.5	2.0	3.150	4.000	0.000	0.300
ASBESTOS ABT-MEC				24.010	25.010	1.5	1.5	2.0	2.920	4.320	0.000	0.000
BOILERMAKER				26.000	28.500	1.5	1.5	2.0	3.900	8.440	0.000	0.150
BRICK MASON				23.420	24.920	1.5	1.5	2.0	4.250	5.400	0.000	0.425
CARPENTER				22.850	24.600	1.5	1.5	2.0	5.000	4.810	0.000	0.250
CARPENTER				23.130	24.880	1.5	1.5	2.0	5.000	4.810	0.000	0.250
CEMENT MASON				22.500	23.250	1.5	1.5	2.0	3.250	6.400	0.000	0.000
CEMENT MASON				21.540	22.540	1.5	1.5	2.0	3.250	6.400	0.000	0.200
CERAMIC TILE FNSHER				22.020	0.000	1.5	1.5	2.0	4.250	5.400	0.000	0.000
ELECTRIC PWR EQMT OP				26.910	30.750	1.5	1.5	2.0	2.750	6.730	0.000	0.000
ELECTRIC PWR GRNDMAN				18.470	30.750	1.5	1.5	2.0	2.750	4.610	0.000	0.000
ELECTRIC PWR LINEMAN				28.890	30.750	1.5	1.5	2.0	2.750	7.220	0.000	0.000
ELECTRIC PWR TRK DRV				19.380	30.750	1.5	1.5	2.0	2.750	4.850	0.000	0.000
ELECTRICIAN				27.230	29.950	1.5	1.5	2.0	3.650	4.090	0.000	0.410
ELECTRONIC SYS TECH				19.800	20.300	1.5	1.5	2.0	2.800	0.590	0.000	0.000
ELEVATOR CONSTRUCTOR				27.795	31.270	2.0	2.0	2.0	5.775	2.880	1.670	0.000
GLAZIER				25.430	0.000	1.5	2.0	2.0	0.000	3.150	0.000	0.000
HT/FROST INSULATOR				28.260	29.260	1.5	1.5	2.0	3.000	6.740	0.000	0.000
IRON WORKER	E			23.670	25.170	1.5	1.5	2.0	5.090	5.900	0.000	0.500
IRON WORKER	W			22.880	24.380	1.5	1.5	2.0	3.920	7.950	0.000	0.250
IRON WORKER	W			22.880	24.130	1.5	1.5	2.0	3.920	7.950	0.000	0.250
LABORER				21.550	22.300	1.5	1.5	2.0	3.150	4.000	0.000	0.300
LABORER				22.950	23.700	1.5	1.5	2.0	3.900	4.000	0.000	0.400
LATHER				22.850	24.600	1.5	1.5	2.0	5.000	4.810	0.000	0.250
MACHINIST				31.920	33.670	2.0	2.0	2.0	3.200	3.100	2.200	0.000
MARBLE FINISHERS				22.020	0.000	1.5	1.5	2.0	4.250	5.400	0.000	0.000
MARBLE MASON				23.520	24.770	1.5	1.5	2.0	4.250	5.400	0.000	0.325
MILLWRIGHT				24.400	26.150	1.5	1.5	2.0	5.000	3.720	0.000	0.250
MILLWRIGHT				19.410	20.660	1.5	1.5	2.0	2.800	3.000	0.000	0.000
OPERATING ENGINEER		1		24.950	0.000	1.5	1.5	2.0	4.750	5.000	0.000	0.600
OPERATING ENGINEER		2		22.600	0.000	1.5	1.5	2.0	4.750	5.000	0.000	0.600
OPERATING ENGINEER		3		19.000	0.000	1.5	1.5	2.0	4.750	5.000	0.000	0.600
OPERATING ENGINEER		HWY 1		25.100	0.000	1.5	1.5	2.0	4.750	5.000	0.000	0.600
OPERATING ENGINEER		HWY 2		22.650	0.000	1.5	1.5	2.0	4.750	5.000	0.000	0.600
OPERATING ENGINEER		HWY 3		18.900	0.000	1.5	1.5	2.0	4.750	5.000	0.000	0.600
OPERATING ENGINEER		HWY 4		26.600	0.000	1.5	1.5	2.0	4.750	5.000	0.000	0.600
OPERATING ENGINEER		O&C		19.520	0.000	1.5	1.5	2.0	3.250	4.500	0.000	0.600
PAINTER				23.580	24.580	1.5	1.5	2.0	3.900	3.250	0.000	0.400
PAINTER OVER 30FT				24.580	25.580	1.5	1.5	2.0	3.900	3.250	0.000	0.400
PAINTER PWR EQMT				24.330	25.330	1.5	1.5	2.0	3.900	3.250	0.000	0.400
PILEDRIIVER				23.350	25.100	1.5	1.5	2.0	5.000	4.810	0.000	0.250
PILEDRIIVER				23.630	25.380	1.5	1.5	2.0	5.000	4.810	0.000	0.250
PIPEFITTER				29.080	31.580	1.5	1.5	2.0	3.550	3.800	0.000	0.670
PLASTERER				24.800	26.540	2.0	2.0	2.0	0.000	8.200	0.000	0.200
PLUMBER				29.080	31.580	1.5	1.5	2.0	3.550	3.800	0.000	0.670
ROOFER				20.700	23.200	1.5	1.5	2.0	3.850	4.800	0.000	0.500
SHEETMETAL WORKER				24.000	25.750	1.5	1.5	2.0	5.240	4.730	0.000	0.400
SPRINKLER FITTER				29.390	30.890	1.5	1.5	2.0	3.900	4.600	0.000	0.200
STONE MASON				23.420	24.920	1.5	1.5	2.0	4.250	5.400	0.000	0.425
TELECOM WORKER				21.900	23.400	1.5	1.5	2.0	3.000	2.650	1.430	0.000
TERRAZZO FINISHER				22.020	0.000	1.5	1.5	2.0	4.250	5.400	0.000	0.000
TERRAZZO MASON				23.520	24.770	1.5	1.5	2.0	4.250	5.400	0.000	0.325
TILE MASON				23.520	24.770	1.5	1.5	2.0	4.250	5.400	0.000	0.325
TRUCK DRIVER			1	24.090	0.000	1.5	1.5	2.0	5.750	2.575	0.000	0.000

TRUCK DRIVER	ALL 2	24.490	0.000	1.5	1.5	2.0	5.750	2.575	0.000	0.000
TRUCK DRIVER	ALL 3	24.690	0.000	1.5	1.5	2.0	5.750	2.575	0.000	0.000
TRUCK DRIVER	ALL 4	24.940	0.000	1.5	1.5	2.0	5.750	2.575	0.000	0.000
TRUCK DRIVER	ALL 5	25.690	0.000	1.5	1.5	2.0	5.750	2.575	0.000	0.000
TRUCK DRIVER	O&C 1	19.272	0.000	1.5	1.5	2.0	5.750	2.575	0.000	0.000
TRUCK DRIVER	O&C 2	19.592	0.000	1.5	1.5	2.0	5.750	2.575	0.000	0.000
TRUCK DRIVER	O&C 3	19.752	0.000	1.5	1.5	2.0	5.750	2.575	0.000	0.000
TRUCK DRIVER	O&C 4	19.952	0.000	1.5	1.5	2.0	5.750	2.575	0.000	0.000
TRUCK DRIVER	O&C 5	20.552	0.000	1.5	1.5	2.0	5.750	2.575	0.000	0.000
TUCKPOINTER	BLD	23.420	24.920	1.5	1.5	2.0	4.250	5.400	0.000	0.425

## Legend:

M-F>8 (Overtime is required for any hour greater than 8 worked each day, Monday through Friday.)  
 OSA (Overtime is required for every hour worked on Saturday)  
 OSH (Overtime is required for every hour worked on Sunday and Holidays)  
 H/W (Health & Welfare Insurance)  
 Pensn (Pension)  
 Vac (Vacation)  
 Trng (Training)

## Explanations

### MACON COUNTY

IRON WORKERS (WEST) - West of a straight line just east of Route 51 to the southeast corner where Shelby, Macon and Moultrie counties meet.

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial/Decoration Day, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day, Christmas Day. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration such as the day after Thanksgiving for Veterans Day. If in doubt, please check with IDOL.

Oil and chip resealing (O&C) means the application of road oils and liquid asphalt to coat an existing road surface, followed by application of aggregate chips or gravel to coated surface, and subsequent rolling of material to seal the surface.

### EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

### CERAMIC TILE FINISHER, MARBLE FINISHER, TERRAZZO FINISHER

Assisting, helping or supporting the tile, marble and terrazzo mechanic by performing their historic and traditional work assignments



required to complete the proper installation of the work covered by said crafts. The term "Ceramic" is used for naming the classification only and is in no way a limitation of the product handled. Ceramic takes into consideration most hard tiles.

#### ELECTRONIC SYSTEMS TECHNICIAN

Installing, assembling and maintaining sound and intercom, protection alarm (security), master antenna television, closed circuit television, computer hardware and software programming and installation to the network's outlet and input (EXCLUDING all cabling, power and cable termination work historically performed by wiremen), door monitoring and control, nurse and emergency call programming and installation to the system's outlet and input (EXCLUDING all cabling, power and cable termination work historically performed by wiremen), clock and timing; and the installation and maintenance of transmit and receive antennas, transmitters, receivers, and associated apparatus which operates in conjunction with the above systems. All work associated with these system installations will be included EXCEPT (1) installation of protective metallic conduit, excluding less than ten-foot runs strictly for protection of cable, and (2) 120 volt AC (or higher) power wiring and associated hardware.

#### TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Drivers on 2 axle trucks hauling less than 9 ton. Air compressor and welding machines and brooms, including those pulled by separate units, truck driver helpers, warehouse employees, mechanic helpers, greasers and tiremen, pickup trucks when hauling materials, tools, or workers to and from and on-the-job site, and fork lifts up to 6,000 lb. capacity.

Class 2. Two or three axle trucks hauling more than 9 ton but hauling less than 16 ton. A-frame winch trucks, hydrolift trucks, vector trucks or similar equipment when used for transportation purposes. Fork lifts over 6,000 lb. capacity, winch trucks, four axle combination units, and ticket writers.

Class 3. Two, three or four axle trucks hauling 16 ton or more. Drivers on water pulls, articulated dump trucks, mechanics and working forepersons, and dispatchers. Five axle or more combination units.

Class 4. Low Boy and Oil Distributors.

Class 5. Drivers who require special protective clothing while employed on hazardous waste work.

#### TRUCK DRIVER - OIL AND CHIP RESEALING ONLY.

This shall encompass laborers, workers and mechanics who drive contractor or subcontractor owned, leased, or hired pickup, dump, service, or oil distributor trucks. The work includes transporting materials and equipment (including but not limited to, oils, aggregate supplies, parts, machinery and tools) to or from the job site; distributing oil or liquid asphalt and aggregate; stock piling material when in connection with the actual oil and chip contract. The Truck Driver (Oil & Chip Resealing) wage classification does not include supplier delivered materials.

#### OPERATING ENGINEERS - BUILDING

CLASS 1. Asphalt Screed Man; Aspco Concrete Spreaders; Asphalt Pavers; Asphalt Plant Engineer; Asphalt Rollers on Bituminous Concrete; Athey Loaders; Backfillers, Crane Type; Backhoes; Barber Green Loaders; Bulldozers; Cableways; Cherry Pickers; Clam Shells; C.M.I. & similar type autograde formless paver, autograde placer & finisher; Concrete Breakers; Concrete Pumps; Cranes; Derricks; Derrick Boats; Draglines; Earth Auger or Boring Machines; Elevating Graders; Engineers on Dredges; Gravel Processing Machines; Head Equipment Greaser; High Lifts or Fork Lifts; Hoists with two or more drums or two or more load lines; Locomotives, All; Mechanics; Motor Graders or Auto Patrols; Operators or Leverman on Dredges; Operators, Power Boat; Operators, Pug Mill (Asphalt Plants); Orange Peels; Overhead Cranes; Paving Mixers; Piledrivers; Pipe Wrapping and Painting Machines; Pushdozers, or Push Cats; Robotic Con-trolled Equipment in this Classification; Rock Crushers; Ross Carrier or Similar Machines; Rotomill; Scoops, Skimmer, two cu. yd. capacity and under; Scoops, All or Tournapull; Sheep-Foot Roller (Self Propelled); Shovels; Skid Steer; Skimmer Scoops; Temporary Concrete Plant Operators; Test Hole Drilling Machines; Tower Cranes; Tower Machines; Tower Mixers; Track Type End Loaders; Track Type Fork Lifts or High Lifts; Track Jacks and Tampers; Tractors, Sideboom; Trenching or Ditching Machine; Tunnelluggers; Vermeer Type Saws; Water Blaster Cutting Head; Wheel Type End Loaders; Winch Cat.

CLASS 2. Air Compressors (six to eight)\*; Asphalt Boosters and Heaters; Asphalt Distributors; Asphalt Plant Fireman; Oiler on Two Paving Mixers When Used in Tandem; Boom or Winch Trucks; Bull Floats or Flexplanes; Concrete Finishing Machine; Concrete Saws, Self-Propelled; Concrete Spreading Machines; Conveyors (six to eight)\*; Generators (six to eight)\*; Gravel or Stone Spreader, Power Operated; Hoist (with One Drum and One Load Line); Light Plants (six to eight)\*; Mechanical Heaters (six to eight)\*; Mud Jacks; Post Hole Digger, Mechanical; Pug Mills when used for other than Asphalt operation; Robotic Controlled Equipment in this Classification; Road or Street Sweeper, Self Propelled; Rollers (except bituminous concrete); Seaman Tiller; Straw Machine; Vibratory Compactor; Water Blaster, Power Unit; Welding Machines (six to eight)\*; Well Drill Machines.

CLASS 3. Air Compressors(one to five)\*; Air Compressors, Track or Self-Propelled; Automatic Hoist; Building Elevators; Bulk Cement Batching Plants; Conveyors (one to five)\*; Concrete Mixers (Except Plant, Paver, or Tower); Firemen; Generators (one to five)\*; Greasers; Helper on Single Paving Mixer; Hoist, Automatic; Light Plants (one to five)\*; Mechanic Helpers; Mechanical Heaters (one to five)\*; Oilers; Power Form Graders; Power Sub-Graders; Robotic Controlled Equipment in this Classification; Scissors Hoist; Tractors without power attachments regardless of size or type; Truck Crane Oiler and Driver (1 man); Vibratory Hammer (power source); Water Pumps (one to five)\*; Welding Machines (1/300 Amp. or over)\*; Welding machines (one to five)\*

\* Combinations of one to eight of any Air Compressors, Conveyors, Welding Machines, Water Pumps, Light Plants, or Generators shall be in batteries or within 400 feet and shall be paid as per the Classification Schedule contained in this Article.

OPERATING ENGINEERS - HIGHWAY



CLASS 1. Asphalt Screed Man; Asphco Concrete Spreaders; Asphalt Pavers; Asphalt Plant Engineer; Asphalt Rollers on Bituminous Concrete; Athey Loaders; Backhoes; Barber Green Loaders; Bulldozers; Cableways; Carry Deck Pickers; Cherry Pickers (Rough Terrain); C.M.I. & similar type-autograde formless paver, autograde placer & finisher; Concrete Breakers; Concrete Plant Operators; Concrete Pumps; Derricks; Derrick Boats; Dewatering Systems; Earth Auger or Boring Machines; Elevating Graders; Engineers on Dredges; Gravel Processing Machines; Grout Pump; Head Equipment Greaser; High Lifts or Fork Lifts; Hoists with two or more drums or two or more load lines; Hydro Jet or Hydro Laser; Locomotives, All; Mechanics; Motor Graders or Auto Patrols; Multi-Point Power Lifting Equipment; Operators or Leverman on Dredges; Operators, Power Boat; Operators, Pug Mill (Asphalt Plants); Overhead Cranes; Paving Mixers; Piledrivers; Pipe Wrapping and Painting Machines; Push-dozers, or Push Cats; Robotic Controlled Equipment in this Classification; Rock Crushers; Ross Carrier or Similar Machines; Roto-Mill; Scoops, Skimmer, two cu. yd. capacity and under; Sheep-Foot Roller (Self Pro-pelled); Shovels; Skid Steer; Skimmer Scoops; Test Hole Drilling Machines; Tower Machines; Tower Mixers; Track Type End Loaders; Track Type Fork Lifts or High Lifts; Track Jacks and Tampers; Tractors, Side-boom; Trenching or Ditching Machine; Tunnelluggers; Vermeer-Type Saws; Wheel Type End Loaders; Winch Cat; Scoops, All or Tournapull.

CLASS 2. Air Compressors (six to eight)\*; Articulated Dumps; Asphalt Boosters and Heaters; Asphalt Distributors; Asphalt Plant Fireman; Boom or Winch Trucks; Building Elevators; Bull Floats or Flexplanes; Concrete Finishing Machine; Concrete Saws, Self-Propelled; Concrete Spreading Machines; Conveyors (six to eight)\*; Generators (six to eight)\*; Gravel or Stone Spreader, Power Operated; Hoist, Automatic; Hoist with One Drum and One Load Line; Light Plants (six to eight)\*; Mechanical Heaters (six to eight)\*; Mud Jacks; Off Road Water Wagons; Oiler on Two Paving Mixers When Used in Tandem; Post Hole Digger, Mechanical; Robotic Controlled Equipment in This Classification; Road or Street Sweeper, Self-Propelled; Rollers (except bituminous concrete); Scissor Hoist; Sea-man Tiller; Straw Machine; Vibratory Compactor; Water Pumps (six to eight)\*; Well Drill Machines.

CLASS 3. Air Compressors (one to five)\*; Air Compressors, Track or Self-Propelled; Bulk Cement Batching Plants; Conveyors (one to five)\*; Concrete Mixers (Except Plant, Paver, or Tower); Firemen; Generators (one to five)\*; Greasers; Helper on Single Paving Mixer; Light Plants (one to five)\*; Mechanical Helpers; Mechanical Heaters (one to five)\*; Oilers; Power Form Graders; Power Sub-Graders; Pug Mills when used for other than Asphalt operation; Robotic Controlled Equipment in This Classification; Tractors without power attachments, regardless of size or type; Truck Crane Oiler and Driver (1 man); Vibratory Hammer (power source); Water Pumps (one to five)\*; Welding Machines (one 300 Amp. or over)\*; Welding Machines (one to five)\*.

CLASS 4. Lattice Boom Crawler Crane; Lattice Boom Truck Crane; Telescopic Truck-Mounted Crane; Tower Crane.

\*Combinations of one to eight of any Air Compressors, Conveyors, Welding Machines, Water Pumps, Light Plants or Generators shall be in batteries or within 400 feet and shall be paid as per the Classification Schedule contained in this Article.



## OPERATING ENGINEER - OIL AND CHIP RESEALING ONLY.

This shall encompass the operation of all motorized heavy equipment used in oil and chip resealing, including but not limited to operating self-propelled chip spreaders, and all types of rollers (both hard and rubber tired); and other duties pertaining to the operation or maintenance of heavy equipment related to oil & chip resealing.

## Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 618/993-7271 for wage rates or clarifications.

## LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

# 26945

CERTIFICATE OF PUBLICATION

IN

Herald & Review

Billed to Solicitors  
or Attorneys

Decatur Public Library  
130 N. Franklin St.  
Decatur, IL 62523

In the matter of:

Prevailing Wage Rates

COPY OF ADVERTISEMENT

995 Public Notices

26945  
 NOTICE OF DETERMINATION OF  
 PREVAILING WAGE RATES  
 TAKE NOTICE that on the 19th day  
 of June 2003, the Decatur Public Li-  
 brary Board of Trustees adopted an  
 Ordinance Determining Prevailing  
 Wage Rates for public works in ac-  
 cordance with 820ILCS 130/1 et seq.  
 (1993), formerly Illinois Revised  
 Statutes, Chapter 48, paragraph 39s-1  
 et seq.; and said determination is  
 available for inspection by any in-  
 terested party at 130 N. Franklin  
 Street, Decatur, Illinois.  
 Dated the 19th day of June 2003.  
 Carol Craig, Secretary  
 Decatur Public Library Board of  
 Trustees

STATE OF ILLINOIS

SS

Macon County

HERALD & REVIEW, a division of LEE ENTERPRISES INCORPORATED, a  
 corporation, does hereby certify that it is the publisher of the Herald & Review,  
 a daily secular newspaper of general circulation in said County, printed and  
 published in the City of Decatur, in said County and State, and that said  
 newspaper is a newspaper as defined in "An Act to revise the law in relation to  
 notices," approved February 13, 1874, as amended, and that the advertisement  
 or notice hereunto annexed and made a part of this certificate has been published  
 in said newspaper one time in each and every copy and impression of the final  
 edition thereof, and that the publication thereof was in the final edition of  
 said newspaper on

Wednesday, the 25th, day of June,  
 A.D., 2003, and that

Karen Woare by resolution of the Board of Directors, has  
 authority to make this certificate.

IN TESTIMONY WHEREOF, the said Karen Woare has hereunto  
 affixed the name of said Company, this 25th day of June,  
 A.D., 2003

Fee \$ 18.62

HERALD & REVIEW, a division of  
LEE ENTERPRISES INCORPORATED

Received \$ 18.62

Date: 7-2-03

By Karen Woare

Herald & Review

601 E William St  
P O Box 311  
Decatur IL 62525  
42-0823980

## Non-Resident Card Program Report Form

Name of Library Decatur Public

will participate in the non-resident card program

will NOT participate in the non-resident card program

for the year beginning July 1, 2003 – June 30, 2004.

Name of Person completing this form: Linda Humphreys

Date the Library Board Approved: June 19, 2003

The fee formula for the non-resident card will be

General Mathematical Formula in the amount of \$ 80.11

property tax / population X average household size  
2,851,258 / 81,860 X 2.30

Tax Bill Method

Property owner tax rate \_\_\_\_\_ (as reported on Per Capita Grant)

Renter \_\_\_\_\_ percent of monthly rent.

Average non-resident Fee in the System Area

The amount \$ \_\_\_\_\_

Application to the State Library for use of System Area Average was made

Yes \_\_\_\_\_ No \_\_\_\_\_

Application has been approved Yes \_\_\_\_\_ No \_\_\_\_\_

Return to RPLS, ATT: Bev Obert by June 18, 2003



JESSE WHITE  
SECRETARY OF STATE AND STATE LIBRARIAN  
ILLINOIS STATE LIBRARY

CITY: Decatur, IL  
LIBRARY NAME: Decatur Public Library

APPLICATION FOR GRANTS AVAILABLE TO ILLINOIS PUBLIC LIBRARIES  
APPLICATION STATEMENT

The Library Board understands that the State Librarian is empowered to make these grants, under the law, from funds appropriated by the Illinois General Assembly and that if the monies appropriated for these grants are not sufficient, the State Librarian shall reduce the per capita amount of the grants so that the qualifying public libraries receive the same amount of per capita. The Board further affirms that in making the application for a grant, or grants, it is acting at its sole discretion and is not applying as a result of pressure or duress from any outside agency, person or persons.

In making application for a grant or grants, the Library Board agrees to expend the funds received for the purposes outlined in the application as approved by the Illinois State Library and defined by the Illinois Library System Act and corresponding Administrative Rules. The Library Board further affirms that all grant funds received as a result of this application shall be used for providing public library service to its community by supplementing the library's regular budget and that it will not reduce, nor cause to have reduced, the library's levy in the current year or in the next year.

The Board further affirms that if the expenditure of the grant funds is contemplated, at any time, to be other than that stated in the grant application, that it will solicit and receive the consent of the Illinois State Library before approving such expenditures. Failure to spend funds as approved by the Illinois State Library shall result in ineligibility for future grants for a period of one year. The Board further affirms that it has reviewed SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES, revised edition, during the previous twelve months and that it has completed all requirements of this application. The Board agrees that the Illinois State Library or its designee shall have the right to examine any of the Board's records, which directly relate to this grant. The Board affirms that the information contained in this application is, to the best of its knowledge and under penalty of perjury, correct.

Date: June 19, 2003

Mr.  Mrs.  Ms. *Sherri Stroup Arnold* Sherri Stroup Arnold  
SIGNATURE: *President, Board of Directors/Trustees* Name (typed)

Mr.  Mrs.  Ms. *Carol Craig* Carol Craig  
SIGNATURE: *Secretary, Board of Directors/Trustees* Name (typed)

Mr.  Mrs.  Ms. *Lee Ann Fisher* Lee Ann Fisher  
SIGNATURE: *Librarian* Name (typed)

Prepare four (4) copies of application and all supporting documentation. Retain one (1) copy for the library's files, send one (1) copy to the library's regional library system, and submit two (2) copies (one with original ink signatures and documentation) postmarked no later than July 15, 2003 to:

State Grants for Illinois Public Libraries  
Illinois State Library  
300 South Second Street  
Springfield, Illinois 62701-1796

The Illinois State Library is neither responsible for nor obligated to pay grant applications received after the deadline date. Proof of receipt is the responsibility of the applicant. The Illinois State Library is not obligated to pay grant applications from public libraries that have delinquent grant reports or that have lapsed grant funds from any Illinois State Library administered grant program.

APPLICATION FOR GRANTS AVAILABLE TO ILLINOIS PUBLIC LIBRARIES

Pursuant to the provisions of the Illinois Compiled Statutes (ILCS), 75 ILCS 10/8 and 10/8.1, as amended, the undersigned PUBLIC LIBRARY hereby applies for a Per Capita Grant and/or an Equalization Aid Grant to be used for library purposes.

1. Legal name of library: Decatur Public Library
\*Note any name changes made between July 15, 2002 and July 15, 2003 due to mergers, conversion or other reasons should be reported on line 1.

Formerly:

2. Address: 130 N. Franklin Street
(Street Address)

(P.O. Box)
Decatur, IL 62523-1327
(City) (State) (ZIP + Four)

County: Macon

3. Name of corporate authority that levies the tax supporting the library: city of Decatur

4. Type of library applying (check one):
[X] City [ ] County [ ] District [ ] Park
[ ] Town [ ] Village [ ] Township [ ] Other

5. What county or counties does the library's primary service area include: Macon

6. Date library was legally established: 1876

7. Library system: Rolling Prairie Library System

8. Federal Tax Identification Number (FEIN#): 37-6001308

9. Is the library participating in the non-resident reciprocal borrowing program: [X] Yes [ ] No

10. The library's non-resident fee for FY2004 is: \$ 80.11

11. Name and title of the person preparing this application:

Linda Humphreys Executive Administrative Assistant
(Name) (Title)

Library Phone Number: 217 424-2900

Library FAX Number: 217 233-4071

E-Mail Address: lhumphreys@decatur.lib.il.us
(E-mail address of the person preparing this application)

Main Library Hours: Monday 9 a.m. - 9 p.m. Tuesday 9 a.m. - 9 p.m.

Wednesday 9 a.m. - 9 p.m. Thursday 9 a.m. - 9 p.m.

Friday 9 a.m. - 9 p.m. Saturday 9 a.m. - 5:30 p.m.

Sunday 1 p.m. - 5 p.m. (October - April)

CITY: Decatur, IL LIBRARY NAME: Decatur Public Library



ILLINOIS STATE LIBRARY PER CAPITA AND EQUALIZATION AID

12. Calculation of Equalization Aid Grant: (NOTE: Sections a, b, and c must be completed in order to apply for a Per Capita Grant, even if the library is not applying for an Equalization Aid Grant.)

- a) Value of all taxable property within the library's service area as of January 1, 2002, or the most recent year available (the assessed valuation against which tax revenue was most recently levied) and as equalized by the Department of Revenue, Property Tax Administration Bureau (see page 11)..... \$ 723,424,819 a)
- b) Said valuation multiplied by 0.0013 yields..... \$ 940,452.26 b)
- c) Levy at 0.13% divided by population served yields per capita of..... \$ 11.49 c)
- d) Population served multiplied by \$4.25 equals..... \$ d)
- e) Enter valuation multiplied by 0.0013 obtained in step b)..... \$ e)
- f) Subtract e) from d) equals amount of equalization aid..... \$ f)

13. Calculation of Per Capita Grant: Population Served 81,860

ONLY THE OFFICIAL 2000 U.S. CENSUS (INCLUDING, CORRECTED OR REVISED) OR A SPECIAL FEDERAL CENSUS AS OFFICIALLY ON FILE WITH THE SECRETARY OF STATE'S OFFICE AS OF JULY 15, 2003 FOR THE AREA WILL BE ACCEPTED.

14. Attachments and Certifications Check Off:

- a) Population verification: If library taxes are collected (not contractual) from more than one taxing jurisdiction (e.g., county, townships, city, district, or part thereof) show population for each and a total. Attach sheet, if necessary, and include documentation for any population changes officially on file with the Secretary of State's Office as of July 15, 2003 (such as a special census or U.S. Census corrections). Please check if applicable.
- b) County Clerk Certification(s): Check the box if the library has attached the original copy from the county clerk(s) certifying the tax rate levied for library purposes on the equalized assessed valuation of all taxable property within the library's service area as of January 1, 2002, or the most recent year available.
- c) In order to be eligible for either an Equalization Aid Grant or a Per Capita Grant, the corporate authorities, in lieu of a tax levy at a particular rate, may provide an amount equivalent to the amount to be produced by that levy. If the library is applying for a grant on that basis, attach documentation for the most recent year available. Please check if applicable.
- d) Please check the box if the library's current annual report is on file at the Illinois State Library.
- e) Qualification for this grant requires updating the library's ELI record. This should include key staff names, extension numbers if applicable, hours and names of trustees including officers. At the end of the ELI record there will be a certification page to print off, sign and attach to this application. Please check the box to indicate that the library has completed this requirement and has attached an ELI record update certification.

PUBLIC LIBRARIES APPLYING FOR PER CAPITA FOR THE FIRST TIME MUST FILE:

- g) Drug free certification: If the library has not submitted a Drug Free Workplace Certificate to the Illinois State Library, please attach the statement as approved by the board (Illinois Compiled Statutes 30 ILCS 580/1-7) and check if applicable.
- h) Disaster Plan: Please check if the library has attached its disaster plan to the FY2004 per capita application.
- i) ADA Self-Evaluation Form: Please check if the library has attached the ADA Self-Evaluation form to the FY2004 per capita application.

CITY: Decatur, IL

LIBRARY NAME: Decatur Public Library



## ILLINOIS STATE LIBRARY PER CAPITA AND EQUALIZATION AID

## ACCESS

20. In narrative form, describe the impact of technology in improving access to the library's services and resources. Use the space provided.

Decatur Public Library has utilized technology to improve access to the library's services and resources in a number of ways. The library's web site is the public's portal to our services and resources. In addition to providing access to our holdings through the online catalog, patrons can place holds on items, learn about upcoming fiction releases, and find information about upcoming classes and programs.

We have enhanced and supplemented our own collections with electronic database subscriptions that provide access to a greater variety and depth of resources than we could physically house. Patrons can access health reference materials, full text articles from a wide variety of general and scholarly periodicals, biographical information, automotive repair data, and genealogy records.

We offer computer classes to the public that enable them to become more familiar with electronic resources, including the Internet, word processing, mousing and basic computing.

## STAFFING ASSESSMENT

21. Using the space provided, describe how the current staffing fulfills the library's mission, service goals and activities. One source recommended to evaluate this is *Managing for Results*, Chapter 2 which recommends libraries should consider factors such as: number of staff, abilities, utilization and productivity.

The library currently has 48 full-time and 26 half-time permanent positions, or 61.0 full-time equivalents. Professional MLS librarians account for 10.5 FTEs. Most areas of the library are adequately staffed, with the addition of 2.75 FTEs in fiscal year 2002/03.

The most pressing needs for the future would be the addition of a local history librarian and a computer person to staff the Gates Training Lab and help at other computer terminals in the library. The computer lab is currently staffed with interns through the local community college on a 50% reimbursement agreement. That is not working very well because of administrative issues.

The library has enjoyed a long history of good support from the Decatur City Council to fund its staffing and service needs, including the passage of a \$5.2 million bond issue for a new building in 1999.

**ILLINOIS STATE LIBRARY PER CAPITA AND EQUALIZATION AID**

**BORROWERS CARD DATABASE**

22. Is there a current practice for deleting expired library borrowers cards from the database/file?  Yes  No

23. When was the library's borrowers card database/file last updated? \_\_\_\_\_  
Month Year                      xx  
Ongoing

24. What kind of information is included in the library's borrowers card database/file?

- library card number
- expiration date of library card
- patron's first and last name
- patron's street address, city, and zip code
- patron's class (registered adult, registered juvenile)
- telephone number
- social security number or driver's license/state identification number
- date of birth

**PLANNED USE OF FY2004 GRANT MONIES**

25. In order to meet standards in SERVING OUR PUBLIC, we plan to use FY2004 grant monies in the following way(s). Use general categories in identifying actual planned expenditures. *Capital expenditures (anything attached to the building will be considered a capital expenditure) will not be approved for per capita funds.*

1. Continue to support the Business Information Center and the Decatur Center services and collections. Purchase materials and provide support staffing.
2. Continue serving newborn infants and their parents through co-sponsoring Baby TALK by purchasing materials, holding lapsit programs, and conducting special programs.
3. Support staff training and development. Provide for staff attendance at continuing education programs and other conferences and workshops to enable the staff to better serve the public. Provide tuition reimbursement for staff to enable them to further their education.
4. Continue to purchase materials as part of the Cooperative Collection Management Plan. Provide support staffing for this effort.
5. Continue to provide an active public relations program. The library will continue to use an outside source for this service.

CITY  
Decatur, IL

LIBRARY

NAME: Decatur Public Library



**ILLINOIS STATE LIBRARY PER CAPITA AND EQUALIZATION AID**

**USE OF LAST YEAR'S (FY2003) PER CAPITA GRANT**

26. If a Per Capita Grant was received last year, describe how the Per Capita Grant monies were used in the library's progress towards meeting the Illinois Public Library Standards adopted by the Illinois Library Association, **SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES**, revised edition.

We purchased materials and provided support staffing for the Business Information Center. We continued serving newborn infants and their parents by co-sponsoring Baby TALK lapsits and other programs. We made 162 Baby TALK contacts during the year.

We continued to support staff training and development. We provided for staff attendance at system and state library-sponsored continuing educational programs, as well as other conferences and workshops to expand staff knowledge and abilities to enable us to better serve our public. We estimate 495 hours of staff training this year.

We began the process of reviewing and updating our Cooperative Collection Management Plan. We provided support staffing and purchased materials in accordance with the plan guidelines.

We expanded our public relations program. An outside source developed an expanded newsletter that we send out in conjunction with the Friends of the Library. We also did a better job of promoting the programs and events we held this year.

**EXPENDITURE OF LAST YEAR'S (FY2003) PER CAPITA GRANT**

27. Total FY2003 Per Capita Grant received:     \$102,325    

28. Were all the FY2003 Per Capita funds obligated/encumbered between July 1, 2002 – June 30, 2003?  
 YES                       NO

*NOTE: List expenditures/obligations by general category*

CATEGORY	AMOUNT
Children's Materials <i>(including electronic resources)</i>	\$ 13,400
Adult Materials <i>(including electronic resources)</i>	\$ 29,000
Programs	\$ 3,300
Personnel	\$ 47,408
Continuing Education	\$ 4,770
Supplies	\$
Equipment	\$
Electronic Access <i>(include computer software and hardware)</i>	\$
Travel	\$
Public Relations	\$ 4,447
Telecommunications <i>(all expenditures associated with telecommunications)</i>	\$
Contractual Services <i>(please specify)</i>	\$
Other <i>(please specify)</i>	\$
<b>TOTAL <i>(total must be equal to FY2003 Per Capita Grant)</i></b>	<b>\$ 102,325</b>

CITY: Decatur, IL

LIBRARY NAME: Decatur Public Library



**ILLINOIS STATE LIBRARY PER CAPITA AND EQUALIZATION AID**

**USE OF LAST YEAR'S (FY2003) EQUALIZATION AID GRANT**

29. If an Equalization Aid Grant was received last year, describe how the Equalization Aid Grant monies were used in the library's progress towards meeting the Illinois Public Library Standards adopted by the Illinois Library Association, **SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES**, revised edition.

CITY  
Decatur, IL

**EXPENDITURE OF LAST YEAR'S (FY2003) EQUALIZATION AID GRANT**

30. Total FY2003 Equalization Aid Grant received: \_\_\_\_\_


31. Were all FY2003 Equalization Aid funds obligated/encumbered between July 1, 2002 – June 30, 2003?  
 YES                       NO

**NOTE:** List expenditures/obligations by general category

CATEGORY	AMOUNT
Children's Materials <i>(including electronic resources)</i>	\$ _____
Adult Materials <i>(including electronic resources)</i>	\$ _____
Programs	\$ _____
Personnel	\$ _____
Continuing Education	\$ _____
Supplies	\$ _____
Equipment	\$ _____
Electronic Access <i>(include computer software and hardware)</i>	\$ _____
Travel	\$ _____
Public Relations	\$ _____
Telecommunications <i>(all expenditures associated with telecommunications)</i>	\$ _____
Contractual Services <i>(please specify)</i>	\$ _____
_____	\$ _____
Other <i>(please specify)</i>	\$ _____
_____	\$ _____
<b>TOTAL</b> <i>(total must be equal to FY2003 Equalization Aid Grant)</i>	\$ _____

LIBR.  
NAME: Decatur Public Library



	<b>MODIFIED PROFILE</b>  30221-00
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**Jun 10 2003**

**This is the ELI Record Certification Page for the Decatur Public Library that is located in the city of Decatur. Use your browser's print options to print this page now.**

Sign here  (Lee Ann Fisher)

**Attach this page to your FY2004 Illinois Public Library Per Capita and Equalization Aid Grants application as directed in the application.**

**Your library's data has been modified. [Click here to see the full record](#), or [here](#) to return to the opening screen.**



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