

REGULAR MEETING AGENDA  
DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Thursday, February 18, 2010

4:00 p.m.

Decatur Public Library Board Room

- I. Call to order – Teena Zindel-McWilliams, President
- II. Approval of agenda
- III. Approval of minutes for January 21, 2010, regular meeting
- IV. Communications from the public
  - i. Secretary of State – Per Capita
  - ii. Guy Fraker – Barnwell
  - iii. Union – Jerd Morstatter
- V. City Librarian's report
- VI. Reports of committees
  - A. Personnel, Policy & Public Relations Committee – Eugene King
    - i. Minutes of February 4, 2010, meeting
    - ii. Board Bylaws
  - B. Finance and Properties Committee – Carol Craig
    - i. Minutes of February 4, 2010, meeting.
    - ii. Approval of bills for January 2010
    - iii. Budget Report
    - iv. 2010/2011 Budget – (e-mailed to Board)
    - v. Community Foundation—Leave a Legacy—Missy Batman
  - C. Rolling Prairie Library System
    - i. Mary Gendry
  - D. Friends of the Library
    - i. February 11, 2010, meeting – Karen Bjorkman
    - ii. Need representative
  - E. Foundation
    - i. No meeting in February
- VII. Old business
  - A. Dove recycling proposal
  - B. Library Annex – Fire Marshal
  - C. Other
- VIII. New business
  - A. Contract -- (e-mailed to Board) Closed Session (5 ILCS 1202(c)(2))

I move that the Board enter into closed session for the purpose of discussing collective negotiating matters between the public body and its employees or representatives.

B. Other

- ✓ IX. Serving Our Public 2.0: Standards for Illinois Public Libraries: Postponed until March 18, 2010.
- X. Public comments – 15-minute time period for citizens to appear and express their views before the Decatur Public Library Board. Limit of 3 minutes per speaker; total of 15 minutes. No immediate response will be given by the Library Trustees or Library staff members.
- XI. Adjournment



## OFFICE OF THE SECRETARY OF STATE

JESSE WHITE • Secretary of State

ILLINOIS STATE LIBRARY  
Gwendolyn Brooks Building  
300 South Second Street  
Springfield, Illinois 62701-1796

February 1, 2010

Ms. Lee Ann Fisher, City Librarian  
Decatur Public Library  
130 North Franklin  
Decatur, Illinois 62523

Dear Ms. Fisher:

As Secretary of State and State Librarian, I am pleased to award the Decatur Public Library a FY10 Illinois Public Library Per Capita Grant in the amount of \$83,587.25. Nearly \$12 million is being awarded this year to 612 Illinois public libraries serving 11.6 million patrons at a rate of \$1.02 per resident. These funds must be obligated and expended by June 30, 2011.

As you know, the State of Illinois is facing a multi-billion dollar budget deficit. Cuts were made to the FY10 budgets of every Illinois constitutional officer, my office included. My original FY10 budget request included an increase in library funding. Unfortunately, the General Assembly's budget process resulted in severe cuts to this grant program.

In order to minimize the impact of these cuts to the very popular Illinois Public Library Per Capita and Equalization Aid Grants Program, I made the decision to use Library Services and Technology Act (LSTA) funds from the federal Institute of Museum and Library Services (IMLS) to lessen the severity of budget cuts.

Illinois Public Library Per Capita and Equalization Aid Grants funding helps ensure that public libraries have the resources to address patron needs. I know that libraries count on these grants for important expenses such as paying for material, personnel, equipment, electronic access, telecommunications and technology.

I am extremely proud of the outstanding service you and all Illinois libraries provide, and I truly appreciate the support you have given me as we come to grips with these difficult budget decisions. We WILL get through this economic downturn, and I know our libraries will emerge from these difficulties stronger than ever.

Sincerely,

JESSE WHITE, Secretary of State  
and State Librarian

Enclosures

cc: Ms. Teena Zindel-McWilliams, Board President  
FY10 Per Capita File

W:isl

---

LAW OFFICE OF GUY C. FRAKER, P.C.

---

ATTORNEY AT LAW  
306 EAST GROVE STREET  
BLOOMINGTON, ILLINOIS 61701

TELEPHONE  
(309) 827-4699  
FAX  
(309) 828-4499

January 29, 2010

Lee Ann Fisher  
City Librarian  
Decatur Public Library  
130 North Franklin St.  
Decatur, IL 62523-1327

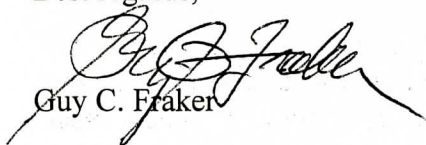
Dear Lee Ann:

Thank you for the time to listen to me about my project during my visit on the 27<sup>th</sup>. I also want to thank you for the courtesy of your staff in providing me with the nice collection of articles in your Lincoln local history collection.

My specific interest is in the Barwell photograph. As I told you, I've completed a manuscript entitled *Lincoln's Ladder to the Presidency: The Eighth Judicial Circuit*. It's the story of Lincoln's using the relationships drawn from his law practice to further his political career and advancements in the vital state of Illinois in the late 1830's, '40's and '50's culminating with his nomination first in Decatur in May of 1860, and then the following week in Chicago. Decatur plays a prominent role in the whole story going all the way back to his first home in Illinois. The story of Richard Ogilve and the Convention in Decatur's WigWam is the key part of his success as well as the meeting at the Cassel House in early 1856.

The specific reason for my writing is the use of the Barnwell picture. My book is about Lincoln's travels around the entire Circuit which included Urbana where he had a picture taken in 1857, Danville where he had a picture taken in 1858. These pictures are controlled by the Urbana Free Library and the Vermilion County Historical Society respectively. They have both given permission to use the pictures. The third picture from an actual location Circuit site is Decatur and the Barwell. I would respectfully ask that you give me permission to include the picture in my book. The fourth one I will be perhaps using is the Beardstown picture, though not in the Circuit. This was taken at the time of the Duff Armstrong case in 1858. Thank you for your consideration of this and hopefully would have a favorable response. We will of course give credit to the library. My goal for the book is that it will enhance Lincoln literature, but also that it will adequately tell the story of central Illinois' impact on our greatest President, a story which has heretofore not been adequately told.

Best regards,

  
Guy C. Fraker

GCF:aw

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Regular Meeting**  
**January 21, 2010**

**I. CALL TO ORDER:**

Teena Zindel-McWilliams, president, called the meeting to order at 4:07 pm. Members present: Edward Costa, Carol Craig, William Faber, and Eugene King. Members absent: Jim Alpi, Darryl Barbee, Mary Gendry, and Nikki Rademacher. Staff present: Lee Ann Fisher and Sheila Robinson. Others present: Mike Deatherage, Kathy Collett, Nancy Rostek, Monica Skelley, Lee Wiley, Amy McEvoy, representative from the Friends of the Library, Ray Batman of Dove, Inc., and Lucy Murphy of the Community Foundation – Decatur Legacy.

**II. AGENDA:**

Agenda was approved as presented.

**III. MINUTES:**

Motion by Ms. Craig, seconded by Mr. King to approve the minutes of the December 17, 2009, regular meeting as presented. Motion passed unanimously.

**IV. COMMUNICATIONS FROM THE PUBLIC:**

Lucy Murphy, executive director of The Community Foundation, spoke to the board about Decatur Legacy, which encourages testamentary gifts by citizens to non-profits in the community and surrounding areas.

**V. LIBRARIAN'S REPORT:**

There were no additions since the Report was distributed.

**VI. REPORTS OF COMMITTEES:**

**A. Personnel, Policy, and Public Relations Committee – Eugene King:**

Motion by Ms. Craig and seconded by Mr. Costa to approve the notes of the January 19, 2010, committee meeting. Motion carried unanimously.

There was no closed session.

**VII. Finance and Properties Committee – Carol Craig:**

Motion by Mr. King and seconded by Mr. Costa to approve the minutes of the December 7, 2009, committee meeting and notes of January 19, 2010, committee meeting. Motion carried unanimously.

Check register for January 2010 was presented for review.

Motion by Ms. Craig and seconded by Mr. King to approve the bills for December 2009, as presented. Motion carried by a roll call vote of yes.

**C. Rolling Prairie Library System:**

RPLS meeting was rescheduled for the week of January 25th.

**D. Friends of the Library:**

The Friends have agreed to support the total cost – 100% - of expenses to produce the *Connections* bi-monthly newsletter for the year 2010.

**E. Foundation:**

There was no meeting in January 2010.

**VII. Old Business:**

There was no old business.

**VIII. New Business:**

**A. Budget**

Ms. Fisher reported she is in the process of working on the budget.

**IX. Serving Our Public 2.0: Standards for Illinois Public Libraries: Chapter 1: Core Standards 13 through 24.** Postponed until February 18, 2010.

**X. Public comments:**

There were no public comments.

**XI. Adjournment:**

Motion by Mr. Costa and seconded by Mr. King to adjourn the meeting at 4:29 pm. Motion carried unanimously.

Meeting adjourned at 4:29 pm.

Respectfully submitted,

**Sheila Robinson**

Sheila Robinson  
Administrative Secretary

**CITY LIBRARIAN'S REPORT**  
**February 10, 2010**  
**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**

**CITY LIBRARIAN:** Most of the month was spent analyzing the budget to see how to accommodate the \$387,001 in budget cuts from the city and the expected non-payment of nearly \$100,000 in state grants. The book budget has been frozen for the rest of the year; we will be only be getting "must haves" and using some of our trust monies. The last tenant moved from the library annex and we are waiting for official word from the fire marshal about shutting the building down. I will be serving on the United Way Youth Development fund distribution panel, starting next week, until April. On a lighter note, I was a celebrity chili judge for the recent chili contest held at the mall.

**FRIENDS:** I met with the Friends to discuss the state of the budget and what they could do to help. They are loving their new room and both the walls and floor have been painted. We still need to get another door put in toward the front of the room for fire code. Noah is ordering one to match the rest of the ones we have in the building.

**RPLS:** Received a small payment from the state. If they don't receive the rest of their funds, they will only be able to run for 6 months into the new fiscal year. The Springfield Public Library has also been hit hard and is closing their 2 branches effective immediately.

**PNG:** The sign-up for PNG is complete. We have 11 kids confirmed to participate in the spring semester, which will begin on Monday Feb 22.

**STAFF:** There were no staff actions taken this month.

**ADMINISTRATION:** Gate count leveled off at 26,785 for January, up by +5.2% for the fiscal year. The meeting rooms were used 97 times, with 12 paid bookings earning \$530. Karen completed Freedom of Information Act training and received certification January 29, 2010.

**ADULT DIVISION:** The free tax assistance program started on January 26<sup>th</sup> and had people lining up almost 2 hours ahead of time and we have continued to have large numbers of people. Our 8 programs had 129 attendees, and 279 people used the Database computers. Staff assisted patrons 5,440 times and our Local History room had 74 visitors, 5 from out of town. Our Online Book Club has 1,125 members who accessed one of the 11 clubs 22,500 times, a +1.1% increase.

**BUILDING DIVISION:** Bad weather keeps us busy salting and plowing to keep the parking lot and sidewalks as safe as possible. The heating system in the lobby went out and a part had to be order for it. On cold days we are running kerosene heat in the library annex to keep the pipes from freezing.

**CHILDREN'S DIVISION:** Circulation of children's materials was 10,223, up +6%, and the highest for January since 2004. We had 12 groups visited the library with 204 people and 3 groups who used the library. There were 315 kids who used the computers and 1,028 staff assists. The report for the rest of the statistics was incomplete.

**CIRCULATION DIVISION:** As of January 1, 2010, the Pages were transferred from the Adult Division to the Circulation Division. Richard Stokes is the direct supervisor. As part of the changeover, all processes and procedures are being reviewed. Total number of checkouts during the month of January is 47,557 items, up +13% as compared to the 42,009 items checked out in December 2009, and up +2% as compared to 46,399 items checked out in January 2009. There were 7,018 items checked out of the DPL by patrons from other libraries and DPL patrons checked out 3335 items at other libraries. Of the 3,335 items checked out by our patrons at other libraries, 1,335 of those items were checked out on our own bookmobiles. There were 2,884 items routed into the DPL from other libraries to fill requests for pick-up at the DPL and 4,414 items were routed out of the DPL to fill requests at other RPLS libraries. When all items routed out of the DPL to fill requests at surrounding libraries is added to the total checkouts for the month of January, the combined circulation total is 51,971. We placed 6,456 requests in January, up +5% from last January. We resolved 8,554 requests and of these, 4,523 items were picked up at the DPL. Overall, request volume is up +15% from last year at this time. There were 269 new accounts opened in January.

**EXTENSION DIVISION:** The extremely cold weather took a toll on all our vehicles in January. All 3 bookmobiles and the van had mechanical problems, causing us to be late or miss stops that were not weather related. We had 19 volunteers donated 107.5 hours of their time to help the library.

**GATES COMPUTER LAB:** Our 12 computer classes had 59 attendees, 50 of whom were Decatur residents.

**SYSTEMS ADMINISTRATION:** We are still receiving public input on our new web page and making changes. Suggests and comments seem to be slowing down, so we are reviewing and updating the content. 1,149 patrons logged on to CybraryN computers a total of 4,696 times and used a total of 2,720 hours, 943 DPL cards were used and 220 guest passes were issued. DPL Wireless had 70 users who were connected for 116 hours and downloaded 2,374 megabytes while uploading 458 megabytes. There were 2,252 work orders from staff.

**TECHNICAL DIVISION:** Acquisitions barcoded 1,578 items, processed 182 invoices, 486 magazines, 88 reference periodicals and 279 newspapers. We received 32 bins of mail and 210 bins from RPLS. We received 32 bins of mail and 210 bins from RPLS. Of the 193 packages received, 78 went to other departments in the library. Interlibrary Loan requests were down because of the holidays. The Interlibrary Loan Policy and Procedures were approved at the December 17, 2009 board meeting and took effect on January 4, 2010. Out patrons requested 83 items on ILL and OCLC requests to us were 351. We catalogued 1,214 new materials and 3,091 database changes were made. Processing worked on 2,006 items.

Respectfully submitted,

*Lee Ann Fisher*

Lee Ann Fisher  
City Librarian

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Personnel, Policy, and Public Relations Committee Meeting**  
**February 4, 2010**

**I. CALL TO ORDER**

Eugene King, Chair called the meeting to order at 4:02 p.m. Mary Gendry, Edward Costa and Teena Zindel-McWilliams (ex-officio) were present. Additional board member present William Faber Staff present: Lee Ann Fisher, City Librarian and Karen Bjorkman, Assistant City Librarian.

Agenda was approved as presented.

Motion by Mr. Costa and seconded by Ms. Gendry to approve the notes from the January 19, 2010 meeting.

**II: OLD BUSINESS:**

Bylaws were discussed.

Motion by Mrs. Zindel-McWilliams and seconded by Ms. Gendry to approve the changes to the Board Bylaws and to present them for approve at the February 18, 2010, regular board meeting. Motion passed unanimously by a yes vote.

Mr. King stated that Ms. Fisher has received her evaluation.

Budget discussion will be handled at the Finance and Properties meeting

**III: NEW BUSINESS:**

None.

**IV. ADJOURNMENT**

Motion by Ms. Gendry and seconded by Mrs. Zindel-McWilliams to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 4:15 p.m.

Respectfully submitted,

*Karen Bjorkman*

Karen Bjorkman  
Assistant City Librarian



**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Finance & Properties Committee Meeting**  
**February 4, 2010**

**I. CALL TO ORDER:**

Carol Craig, Chair, called the meeting to order at 4:40 p.m. Members present: Jim Alpi and Teena Zindel-McWilliams, ex-officio. Nicholette Rademacher was absent. Other board members present Eugene King and Mary Gendry. Staff present: Lee Ann Fisher, City Librarian, Karen Bjorkman, Assistant City Librarian. Others present: Missy Batman, Nancy Rostek, and Leo Pondelick.

**II: AGENDA:**

Approved as presented.

**III: OLD BUSINESS:**

Missy Batman presented information on the Education Coalition and Community Foundation project for a College and Career Center. Currently they have a virtual web site but they need a physical location. They would like to install a number of computers with volunteer assistance, forms and paperwork available to the public. They are looking for a location and would like to be considered for the space currently occupied by Project Read. The Education Coalition would assume all responsibility for the staffing and are willing to pay a small contractual fee for the space.

Ms. Craig asked Ms. Batman to present a formal written proposal to the full Board on February 18, 2010.

Motion by Mr. Alpi and seconded by Ms. Zindel-McWilliams to approve the notes from the January 19, 2010, committee meeting. Motion carried unanimously

Proposal from Dove for a recycling center on the East side of the library parking lot was discussed. Mr. Deatherage had previously objected as it would be unsightly located to the North of his business. General discussion was that it was not a good fit for the library.

Motion by Mr. Alpi and seconded by Ms. Craig that the Finance Committee recommend to the board that a Recycle Center not be located on library property. Motion carried unanimously.

Budget was discussed in depth. Ms. Fisher presented several methods for cutting the 2009 budget by \$500,000.

It was proposed that the Book-Mobile service and the drop-boxes in various locations be removed from service. The library would keep the homebound service since it is staffed

by volunteers. The Book-Mobiles are going on 9 to 10 years old and are costing over \$10,000 per year in repairs. Gas savings would be around \$4,500.00

Eleven staff positions would be cut and \$45,000.00 would be cut in the book budget. Of the staff positions several are in the current budget but have not been filled. Ms. Fisher stated that she had frozen the book budget and that the automatically yours list of books was being looked at for additional cuts. (for example: instead of getting 10 books by some authors we may only be getting 4.

Starting March 1, 2010, all staff with the exception of maintenance will be coming in at 8:45 a.m. This should show a very small savings on electricity.

Motion by Ms. Craig and seconded by Mr. Alpi that the salaries line item be reduced by \$419,179.00 from 2009 for the 2010 fiscal year. Motion passed on a voice vote of yes.

Motion by Mr. Alpi and seconded by Ms. Craig that the revised budget for 2011 be presented to the full board on February 18, 2010. Motion passed on a voice vote of yes.

Ms. Zindel-McWilliams excused herself and left the meeting at 5:35 p.m.

#### **IV. NEW BUSINESS:**

None.

#### **IV. ADJOURNMENT**

Motion by Mr. Alpi and seconded by Ms. Craig that the meeting be adjourned. Motion carried unanimously.

Meeting adjourned at 6:05 p.m.

Respectfully submitted,

*Karen Bjorkman*

Karen Bjorkman  
Assistant City Librarian

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

FOR 2010 09

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBR.	AVAILABLE BUDGET	PCT USED
35 LIBRARY FUND							
3559350 LIBRARY FUND							
3559350 BEGINNING FUND BALANCE	\$ (538,000.00)	\$ (538,000.00)	\$ (398,273.37)	\$ -	\$ -	\$ (139,726.63)	74 % *
3559350 REAL ESTATE TAXES	\$ (3,387,001.00)	\$ (3,387,001.00)	\$ (3,359,619.01)	\$ -	\$ -	\$ (27,381.99)	99.2 %
3559350 STATE REPLACEMENT TAX	\$ (355,663.00)	\$ (355,663.00)	\$ (221,466.00)	\$ (36,987.62)	\$ -	\$ (134,197.00)	62.3 % *
3559350 STATE GRANTS OR OTHER	\$ (110,000.00)	\$ (110,000.00)	\$ (111,534.23)	\$ -	\$ -	\$ 1,534.23	101 %
3559350 FINES AND FEES	\$ (60,000.00)	\$ (60,000.00)	\$ (37,314.10)	\$ (4,583.20)	\$ -	\$ (22,685.90)	62.2 % *
3559350 NON-RESIDENTIAL FEES	\$ (700.00)	\$ (700.00)	\$ (289.72)	\$ -	\$ -	\$ (410.28)	41.4 % *
3559350 LOST OR DAMAGED BOOKS	\$ (11,000.00)	\$ (11,000.00)	\$ (10,885.90)	\$ (773.59)	\$ -	\$ (114.10)	99 %
3559350 COPIES AND MISCELLANEOUS	\$ (17,000.00)	\$ (17,000.00)	\$ (7,516.75)	\$ (208.00)	\$ -	\$ (9,483.25)	44.2 % *
3559350 MEETING ROOM FEES	\$ (10,000.00)	\$ (10,000.00)	\$ (5,310.00)	\$ (480.00)	\$ -	\$ (4,690.00)	53.1 % *
3559350 INVESTMENT INCOME	\$ (12,000.00)	\$ (12,000.00)	\$ (1,889.26)	\$ (135.50)	\$ -	\$ (10,110.74)	15.7 % *
3559350 LEASE OF LIBRARY PROPERTY	\$ (25,000.00)	\$ (25,000.00)	\$ (13,791.58)	\$ -	\$ -	\$ (11,208.42)	55.2 % *
<b>TOTAL LIBRARY FUND</b>	<b>\$ (4,526,364.00)</b>	<b>\$ (4,526,364.00)</b>	<b>\$ (4,167,889.92)</b>	<b>\$ (43,167.91)</b>	<b>\$ -</b>	<b>\$ (358,474.08)</b>	<b>92.1 %</b>
35593511 DPL - PERSONNEL SERVICES							
35593511 SALARIES	\$ 2,322,524.00	\$ 2,322,524.00	\$ 1,677,505.47	\$ 165,876.69	\$ -	\$ 645,018.53	72.2 %
35593511 OVERTIME	\$ 3,000.00	\$ 3,000.00	\$ 2,067.81	\$ 143.11	\$ -	\$ 932.19	68.9 %
35593511 TEMPORARY SALARIES	\$ 2,000.00	\$ 2,000.00	\$ 2,187.78	\$ -	\$ -	\$ (187.78)	109 % *
35593511 IMRF/SOCIAL SECURITY PAYMENTS	\$ 245,658.00	\$ 245,658.00	\$ 157,051.68	\$ 26,710.60	\$ -	\$ 88,606.32	63.9 %
35593511 LIFE INSURANCE	\$ 4,000.00	\$ 4,000.00	\$ 2,513.37	\$ 252.20	\$ -	\$ 1,486.63	62.8 %
35593511 MEDICAL INSURANCE	\$ 283,036.00	\$ 283,036.00	\$ 223,260.76	\$ 24,460.78	\$ -	\$ 59,775.24	78.9 % *
35593511 UNEMPLOYMENT INSURANCE	\$ 1,400.00	\$ 1,400.00	\$ 961.80	\$ 97.30	\$ -	\$ 438.20	68.7 %
35593511 WORKERS' COMPENSATION	\$ 37,800.00	\$ 37,800.00	\$ 26,710.56	\$ 2,702.16	\$ -	\$ 11,089.44	70.7 %
35593511 SERVICE RECOGNITION	\$ 25,100.00	\$ 25,100.00	\$ 20,577.13	\$ 1,257.62	\$ -	\$ 4,522.87	82 % *
<b>TOTAL DPL - PERSONNEL SERVICES</b>	<b>\$ 2,924,518.00</b>	<b>\$ 2,924,518.00</b>	<b>\$ 2,112,836.36</b>	<b>\$ 221,500.46</b>	<b>\$ -</b>	<b>\$ 811,681.64</b>	<b>72.2 %</b>

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

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBR.	BUDGET	AVAILABLE BUDGET	PCT USED
35593512	ADVERTISING	\$ 300.00	\$ 621.25	\$ -	\$ -	\$ (321.25)	207 % *	
35593512	PRINTING AND BINDING	\$ 5,000.00	\$ 3,188.63	\$ -	\$ -	\$ 1,811.37	63.8 %	
35593512	SERVICE TO MAINT BUILDINGS	\$ 45,000.00	\$ 41,125.46	\$ 1,431.57	\$ 2,331.60	\$ 2,660.74	94.2 % *	
35593512	SERV TO MAINT IMPROVEMENT	\$ 100.00	\$ 1,675.00	\$ -	\$ -	\$ (1,575.00)	1675 % *	
35593512	SERV - AUTO EQUIPMENT	\$ 4,000.00	\$ 4,486.20	\$ 547.50	\$ -	\$ (486.20)	112 % *	
35593512	SERV-OFFICE EQUIPMENT	\$ 24,000.00	\$ 25,053.49	\$ 78.00	\$ -	\$ (1,053.49)	104 % *	
35593512	MIS SERVICES	\$ 21,558.00	\$ 16,168.50	\$ 1,796.50	\$ -	\$ 5,389.50	75 % *	
35593512	ELECTRICITY	\$ 155,000.00	\$ 168,353.90	\$ 11,638.72	\$ -	\$ (13,353.90)	109 % *	
35593512	NATURAL GAS	\$ 20,000.00	\$ 1,583.27	\$ -	\$ -	\$ 18,416.73	7.9 %	
35593512	TELEPHONE	\$ 35,000.00	\$ 31,440.64	\$ 3,100.94	\$ -	\$ 3,559.36	89.8 % *	
35593512	WATER	\$ 6,000.00	\$ 2,898.22	\$ -	\$ -	\$ 3,101.78	48.3 %	
35593512	BANKING SERVICE CHARGES	\$ 150.00	\$ 582.25	\$ 64.47	\$ -	\$ (432.25)	388 % *	
35593512	TRAINING SCHOOL EXPENSES	\$ 500.00	\$ 466.47	\$ -	\$ -	\$ 33.53	93.3 % *	
35593512	CONFERENCES & TRAVEL	\$ 8,000.00	\$ 2,056.97	\$ 139.00	\$ -	\$ 5,943.03	25.7 %	
35593512	POSTAGE	\$ 18,500.00	\$ 14,838.27	\$ 1,421.70	\$ -	\$ 3,661.73	80.2 % *	
35593512	COMPUTER SOFTWARE	\$ 10,000.00	\$ 1,468.95	\$ -	\$ -	\$ 8,531.05	14.7 %	
35593512	MEDICAL EXPENSES	\$ 250.00	\$ -	\$ -	\$ -	\$ 250.00	0 %	
35593512	TEMP AGENCY SERVICES	\$ 5,000.00	\$ 41,794.58	\$ -	\$ -	\$ (36,794.58)	836 % *	
35593512	TUITION REIMBURSEMENT	\$ 4,000.00	\$ 2,000.00	\$ 1,000.00	\$ -	\$ 2,000.00	50 %	
35593512	TRAVEL INTERVIEW EXP	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	0 %	
35593512	PROFESSIONAL SERVICES	\$ 65,000.00	\$ 52,293.66	\$ 4,535.70	\$ 825.00	\$ 11,881.34	81.7 % *	
35593512	MEMBERSHIP FEES	\$ 33,000.00	\$ 30,655.87	\$ -	\$ -	\$ 2,344.13	92.9 % *	
35593512	RENTAL - EQUIPMENT	\$ 200.00	\$ 160.00	\$ -	\$ -	\$ 40.00	80 % *	
35593512	GASOLINE	\$ 12,500.00	\$ 4,025.94	\$ 999.19	\$ -	\$ 8,474.06	32.2 %	
35593512	JANITORIAL SUPPLIES	\$ 9,000.00	\$ 10,982.84	\$ 828.42	\$ -	\$ (1,982.84)	122 % *	
35593512	MATERIALS - BUILDINGS	\$ 28,000.00	\$ 27,116.31	\$ 1,423.90	\$ -	\$ 883.69	96.8 % *	
35593512	MATERIAL - AUTO EQUIP	\$ 6,361.00	\$ 7,327.70	\$ 4,952.57	\$ -	\$ (966.70)	115 % *	
35593512	OFFICE SUPPLIES	\$ 37,500.00	\$ 38,347.00	\$ 2,914.21	\$ -	\$ 8,271.18	78.4 % *	
35593512	EMPLOYEE RECOG SUPPLIES	\$ 50.00	\$ -	\$ -	\$ -	\$ 50.00	0 %	
35593512	TRANSFER TO GENERAL FD	\$ 1,200.00	\$ 900.00	\$ 100.00	\$ -	\$ 300.00	75 %	
35593512	MOTOR VEHICLE INSURANCE	\$ 2,353.00	\$ 1,764.72	\$ 196.08	\$ -	\$ 588.28	75 %	
35593512	BOILER INSURANCE	\$ 1,231.00	\$ 923.22	\$ 102.58	\$ -	\$ 307.78	75 %	
35593512	PROPERTY INSURANCE	\$ 23,418.00	\$ 17,563.50	\$ 1,951.50	\$ -	\$ 5,854.50	75 % *	
35593512	GENERAL LIABILITY INS	\$ 6,116.00	\$ 4,587.03	\$ 509.67	\$ -	\$ 1,528.97	75 % *	
35593512	COLLISION DEDUCTIBLE	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	0 %	
35593512	SMALL CAPITAL ITEMS	\$ 25,000.00	\$ 17,139.93	\$ 1,468.57	\$ -	\$ 7,860.07	68.6 %	
	<b>TOTAL DPL - OPERATING EXPENSES</b>	\$ <b>614,387.00</b>	\$ <b>565,318.85</b>	\$ <b>41,200.79</b>	\$ <b>3,156.60</b>	\$ <b>47,876.61</b>	<b>92.2 %</b>	

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

FOR 2010 09

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	AVAILBLE CUMBR. BUDGET	PCT USED
35 LIBRARY FUND						
35593515 DPL - OPERATING EXPENSES						
-----						
35593515 BOOKS & PERIODICALS	\$ 464,000.00	\$ 464,000.00	\$ 284,241.43	\$ 28,215.04	\$ 179,758.57	61.3 %
35593515 MAG/PAPERS - MAIN ADULT	\$ -	\$ -	\$ 16,108.41	\$ 270.00	\$ (16,108.41)	100 % *
35593515 MAG/PAPERS MAIN YOUTH	\$ -	\$ -	\$ 422.27	\$ -	\$ (422.27)	100 % *
35593515 MAG/PAPERS MAIN JUVENILE	\$ -	\$ -	\$ 1,673.40	\$ -	\$ (1,673.40)	100 % *
35593515 MAG/PAPERS - MAIN REFERENCE	\$ -	\$ -	\$ 4,627.98	\$ -	\$ (4,627.98)	100 % *
35593515 MAG/PAPERS - MAIN PROFESSIONAL	\$ -	\$ -	\$ 395.18	\$ -	\$ (395.18)	100 % *
35593515 MAG/PAPERS - EXTENSION ADULT	\$ -	\$ -	\$ 3,288.07	\$ -	\$ (3,288.07)	100 % *
<b>TOTAL DPL - OPERATING EXPENSES</b>	<b>\$ 464,000.00</b>	<b>\$ 464,000.00</b>	<b>\$ 310,756.74</b>	<b>\$ 28,485.04</b>	<b>\$ 153,243.26</b>	<b>67 %</b>
35 LIBRARY FUND						
35593532 VILLAGE MALL-OP EXPENSES						
-----						
35593532 SERVICE TO MAINT BUILDINGS	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	0 %
35593532 ELECTRICITY	\$ 15,000.00	\$ 15,000.00	\$ 3,969.00	\$ 582.78	\$ 11,031.00	26.5 %
35593532 CONTRACTUAL SERVICES	\$ 10,000.00	\$ 10,000.00	\$ 2,875.21	\$ -	\$ 7,124.79	28.8 %
<b>TOTAL VILLAGE MALL-OP EXPENSES</b>	<b>\$ 30,000.00</b>	<b>\$ 30,000.00</b>	<b>\$ 6,844.21</b>	<b>\$ 582.78</b>	<b>\$ 23,155.79</b>	<b>22.8 %</b>
<b>TOTAL LIBRARY FUND</b>	<b>\$ (493,459.00)</b>	<b>\$ (491,494.00)</b>	<b>\$ (1,172,133.76)</b>	<b>\$ 248,601.16</b>	<b>\$ 677,483.22</b>	<b>238 %</b>
TOTAL REVENUES	\$ (4,526,364.00)	\$ (4,526,364.00)	\$ (4,167,889.92)	\$ (43,167.91)	\$ (358,474.08)	
TOTAL EXPENSES	\$ 4,032,905.00	\$ 4,034,870.00	\$ 2,995,756.16	\$ 291,769.07	\$ 3,156.60	\$ 1,035,957.30
<b>GRAND TOTAL</b>	<b>\$ (493,459.00)</b>	<b>\$ (491,494.00)</b>	<b>\$ (1,172,133.76)</b>	<b>\$ 248,601.16</b>	<b>\$ 677,483.22</b>	<b>238 %</b>

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

FOR 2010 09

Page 4

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBR.	BUDGET	AVAILABLE	PCT USED
59 LIBRARY TRUST FUNDS								
5959590 DPL TRUST FUND REVENUES								
-----								
5959590__ BEG FUND BAL- CANTONI	\$ (89,197.00)	\$ (89,197.00)	\$ (89,126.80)	\$ -	\$ -	\$ (70.20)	99.9 %	
5959590__ BEG FUND BAL- MEYERS	\$ (292,883.00)	\$ (292,883.00)	\$ (295,328.42)	\$ -	\$ -	\$ 2,445.42	101 %	
5959590__ BEG FUND BAL - BRIDGES	\$ (1,382.00)	\$ (1,382.00)	\$ (1,568.25)	\$ -	\$ -	\$ 186.25	114 %	
5959590__ BEG FUND BAL - DONATIONS	\$ (5,604.00)	\$ (5,604.00)	\$ (25,493.51)	\$ -	\$ -	\$ 19,889.51	455 %	
5959590__ INTEREST INC - CANTONI	\$ (864.00)	\$ (864.00)	\$ (299.49)	\$ (9.35)	\$ -	\$ (564.51)	34.7 %	
5959590__ INTEREST INC - MEYERS	\$ (2,842.00)	\$ (2,842.00)	\$ (988.98)	\$ (31.56)	\$ -	\$ (1,853.02)	34.8 %	
5959590__ INTEREST INC - BRIDGES	\$ (13.00)	\$ (13.00)	\$ (5.27)	\$ (0.17)	\$ -	\$ (7.73)	40.5 %	
5959590__ INTEREST - DONATIONS	\$ (58.00)	\$ (58.00)	\$ (83.00)	\$ (2.04)	\$ -	\$ 25.00	143 %	
5959590__ CONTRIBUTIONS	\$ (3,072.00)	\$ (3,072.00)	\$ (4,076.00)	\$ (1,635.00)	\$ -	\$ 1,004.00	133 %	
<b>TOTAL DPL TRUST FUND REVENUES</b>	<b>\$ (395,915.00)</b>	<b>\$ (395,915.00)</b>	<b>\$ (416,969.72)</b>	<b>\$ (1,678.12)</b>	<b>\$ -</b>	<b>\$ 21,054.72</b>	<b>105 %</b>	
59 LIBRARY TRUST FUNDS								
59595912 TRUST CANTONI EXPENSES								
-----								
59595912__ BOOKS & PERIODICALS	\$ 30,000.00	\$ 30,000.00	\$ 1,839.24	\$ -	\$ -	\$ 28,160.76	6.1 %	
<b>TOTAL TRUST CANTONI EXPENSES</b>	<b>\$ 30,000.00</b>	<b>\$ 30,000.00</b>	<b>\$ 1,839.24</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 28,160.76</b>	<b>6.1 %</b>	
59 LIBRARY TRUST FUNDS								
59595922 TRUST MEYER EXPENSES								
-----								
59595922__ PROFESSIONAL FEES	\$ 200,000.00	\$ 200,000.00	\$ -	\$ -	\$ -	\$ 200,000.00	0 %	
59595922__ SMALL CAPITAL ITEMS	\$ 90,000.00	\$ 90,000.00	\$ -	\$ -	\$ -	\$ 90,000.00	0 %	
59595922__ BOOK AND PERIODICALS	\$ 2,000.00	\$ 2,000.00	\$ 550.00	\$ 25.00	\$ -	\$ 1,450.00	27.5 %	
<b>TOTAL TRUST MEYER EXPENSES</b>	<b>\$ 292,000.00</b>	<b>\$ 292,000.00</b>	<b>\$ 550.00</b>	<b>\$ 25.00</b>	<b>\$ -</b>	<b>\$ 291,450.00</b>	<b>0.2 %</b>	

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

FOR 2010 09

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	AVAILABLE BUDGET	PCT USED
59 LIBRARY TRUST FUNDS						
59595942 TRUST DONATION EXPENSES						
-----						
59595942_ BOOKS & PERIODICALS	\$ 3,000.00	\$ 3,000.00	\$ 11,652.31	\$ 2,720.37	\$ (8,652.31)	388 %
TOTAL TRUST DONATION EXPENSES	\$ 3,000.00	\$ 3,000.00	\$ 11,652.31	\$ 2,720.37	\$ (8,652.31)	388 %
<b>TOTAL LIBRARY TRUST FUNDS</b>	<b>\$ (70,915.00)</b>	<b>\$ (70,915.00)</b>	<b>\$ (402,928.17)</b>	<b>\$ 1,067.25</b>	<b>\$ 332,013.17</b>	<b>568 %</b>
TOTAL REVENUES	\$ (395,915.00)	\$ (395,915.00)	\$ (416,969.72)	\$ (1,678.12)	\$ 21,054.72	
TOTAL EXPENSES	\$ 325,000.00	\$ 325,000.00	\$ 14,041.55	\$ 2,745.37	\$ 310,958.45	
<b>GRAND TOTAL</b>	<b>\$ (70,915.00)</b>	<b>\$ (70,915.00)</b>	<b>\$ (402,928.17)</b>	<b>\$ 1,067.25</b>	<b>\$ 332,013.17</b>	<b>568 %</b>

DATE: 2/5/10  
 TIME: 4:14:30PM

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

CHECK NO.	CHECK DATE	VENDOR	ITEM AMOUNT	ITEM DESCRIPTION	ACCOUNT #	ACCOUNT DESCRIPTION
<b>35 LIBRARY FUND</b>						
55323	1/5/2010	COMMERCIAL MAIL SERVICES	154.67	MO PRESORT/BAR CODING-POST OFC	35593512 - 424500	POSTAGE
55345	1/5/2010	FAST IMPRESSIONS	93.45	100 sheets- 14 ply white proc	35593512 - 434500	OFFICE SUPPLIES
55381	1/5/2010	SENTINEL PEST CONTROL CO	32.00	EXTERMINATING	35593512 - 421000	SERVICE TO MAINT BUILDING
55391	1/5/2010	TREAS-GENERAL FUND	100.00	JAN'10 TRANSF TO GEN FD	35593512 - 441500	TRANSFER TO GENERAL FD
55392	1/5/2010	TREAS-MIS OPERATING	1,796.50	JAN'10 TRANSF TO MIS OPERA FD	35593512 - 423000	MIS SERVICES
55393	1/5/2010	TREAS-PETTY CASH	10.00	DPL PETTY CASH	35593512 - 424100	CONFERENCES & TRAVEL
55393	1/5/2010	TREAS-PETTY CASH	29.00		35593512 - 428000	PROFESSIONAL SERVICES
55393	1/5/2010	TREAS-PETTY CASH	3.77		35593512 - 432000	MATERIALS - BUILDINGS
55393	1/5/2010	TREAS-PETTY CASH	10.25		35593512 - 432000	MATERIALS - BUILDINGS
55393	1/5/2010	TREAS-PETTY CASH	4.49		35593512 - 434500	OFFICE SUPPLIES
55393	1/5/2010	TREAS-PETTY CASH	23.13		35593512 - 434500	OFFICE SUPPLIES
55393	1/5/2010	TREAS-PETTY CASH	24.75		35593512 - 434500	OFFICE SUPPLIES
55393	1/5/2010	TREAS-PETTY CASH	1.00		35593515 - 458000	BOOKS & PERIODICALS
55393	1/5/2010	TREAS-PETTY CASH	3.00		35593515 - 458000	BOOKS & PERIODICALS
55395	1/5/2010	TREAS-SELF INSURANCE FUND	196.08	JAN'10 TRANSF TO SELF INS FD	35593512 - 441800	MOTOR VEHICLE INSURANCE
55395	1/5/2010	TREAS-SELF INSURANCE FUND	102.58		35593512 - 442000	BOILER INSURANCE
55395	1/5/2010	TREAS-SELF INSURANCE FUND	1,951.50		35593512 - 442100	PROPERTY INSURANCE
55395	1/5/2010	TREAS-SELF INSURANCE FUND	509.67		35593512 - 442300	GENERAL LIABILITY INS
55415	1/12/2010	AMEREN ENERGY MARKETING	11,638.72	#GMCDEC0001 ACCT	35593512 - 423100	ELECTRICITY
55548	1/12/2010	TREAS-FLEET MAINTENANCE	4,700.00	USED VEH 2000 PICKUP TRUCK FRO	35593512 - 433700	MATERIAL - AUTO EQUIP
55560	1/12/2010	VEOLIA ENVIRONMENTAL SERVICES	372.60	GARBAGE SERVICE FOR CITY OFF.	35593512 - 421000	SERVICE TO MAINT BUILDING
55573	1/19/2010	AMERENIP	17.82	#44653-48020 ACCT	35593532 - 423100	ELECTRICITY
55573	1/19/2010	AMERENIP	71.18	#61754-40011 ACCT	35593532 - 423100	ELECTRICITY
55573	1/19/2010	AMERENIP	493.78	#05795-67017 ACCT	35593532 - 423100	ELECTRICITY
55576	1/19/2010	ARAMARK UNIFORM SERVICES, INC.	124.74	CLEAN MATS@130 N FRANKLIN	35593512 - 421000	SERVICE TO MAINT BUILDING
55578	1/19/2010	AT & T	98.35	#217 Z07-5232 228 5 ACCT	35593512 - 423300	TELEPHONE
55578	1/19/2010	AT & T	111.68	#217 Z28-0408 284 3 ACCT	35593512 - 423300	TELEPHONE
55578	1/19/2010	AT & T	969.95	#217 R26-4043 285 4 ACCT	35593512 - 423300	TELEPHONE
55580	1/19/2010	AT & T	29.33	#051 564-8308 001 ACCT	35593512 - 423300	TELEPHONE
55581	1/19/2010	BABY TALK, INC.	275.00	BABY TALK	35593512 - 428000	PROFESSIONAL SERVICES
55595	1/19/2010	CHAMBER OF COMMERCE	60.00	BJORKMAN, K-6 MOS MTD EXPENSE	35593512 - 424100	CONFERENCES & TRAVEL
55613	1/19/2010	DMG SUPPLY CO	480.00	PLEATED FILTER MATL-BLDG MATL	35593512 - 432000	MATERIALS - BUILDINGS
55618	1/19/2010	DUNKER ELECTRIC SUPPLY,INC	189.00	BLDG SUPP-FUSES	35593512 - 432000	MATERIALS - BUILDINGS
55619	1/19/2010	EDWARD BOOTH	780.00	DEC'09 LEGAL SERVICES	35593512 - 428000	PROFESSIONAL SERVICES
55620	1/19/2010	EDWARDS, ROBERT	1,000.00	TUIREIMB-MGMT EMPLOYEE	35593512 - 427200	TUITION REIMBURSEMENT
55630	1/19/2010	GAYLORD BROS.	93.85	OFC SUPP-BOOK COVERS/LABELS	35593512 - 434500	OFFICE SUPPLIES
55630	1/19/2010	GAYLORD BROS.	137.05		35593512 - 434500	OFFICE SUPPLIES
55633	1/19/2010	GRESSCO LTD	26.89	OFC SUPP-4 CAP DVD ALBUMS	35593512 - 424500	POSTAGE
55633	1/19/2010	GRESSCO LTD	577.50		35593512 - 434500	OFFICE SUPPLIES
55637	1/19/2010	HEART TECHNOLOGIES INC	1,393.34	PHONE CHRGS-INTERTEL PHONE SYS	35593512 - 423300	TELEPHONE
55643	1/19/2010	HUNZEKER SERVICE AGENCY	640.00	REPLACE EXPANSION BOOTS ON SYS	35593512 - 421000	SERVICE TO MAINT BUILDING



DATE: 2/5/2010  
 TIME: 4:14:30PM

**CITY OF DECATUR  
 LIBRARY FUNDS CHECK REGISTER  
 FOR INVOICES FROM 1/1/2010 TO 1/31/2010**

CHECK NO.	CHECK DATE	VENDOR	ITEM AMOUNT	ITEM DESCRIPTION	ACCOUNT #	ACCOUNT DESCRIPTION
55644	1/19/2010	ICEWARP, INC.	520.00	COMPUTER HARDWARE-WEB SERVER	35593512 - 449900	SMALL CAPITAL ITEMS
55645	1/19/2010	IDC, INC	200.00	PROF SERV-YRLY WEBSITE HOSTING	35593512 - 428000	PROFESSIONAL SERVICES
55658	1/19/2010	LEARNING TIMES, LLC	69.00	REG CHRGS-TRNG-0217-021810	35593512 - 424100	CONFERENCES & TRAVEL
55665	1/19/2010	MENARDS	41.95	BLDG SUPP-ASSTD	35593512 - 432000	MATERIALS - BUILDINGS
55665	1/19/2010	MENARDS	117.95	OFC SUPPLIES-TONER	35593512 - 432000	MATERIALS - BUILDINGS
55666	1/19/2010	MICROTEK	68.50	MO USAGE CHRGS-SAVIN 3160 DUPL	35593512 - 434500	OFFICE SUPPLIES
55679	1/19/2010	NCI BUSINESS SYSTEMS	39.00	JANITORIAL SUPP-ASSTD	35593512 - 421300	SERV-OFFICE EQUIPMENT
55681	1/19/2010	NORD CLEANING SERVICE, INC	96.06		35593512 - 431200	JANITORIAL SUPPLIES
55681	1/19/2010	NORD CLEANING SERVICE, INC	138.80		35593512 - 431200	JANITORIAL SUPPLIES
55681	1/19/2010	NORD CLEANING SERVICE, INC	165.80		35593512 - 431200	JANITORIAL SUPPLIES
55685	1/19/2010	OFFICE DEPOT	631.08	HP10 HEW C4844A black cartri	35593512 - 434500	OFFICE SUPPLIES
55686	1/19/2010	OLIVER, DAVID	125.00	CLEAN DRAIN-SERV TO BLDG	35593512 - 421000	SERVICE TO MAINT BUILDING
55687	1/19/2010	PAETEC	46.06	#3292627 ACCT	35593512 - 423300	TELEPHONE
55687	1/19/2010	PAETEC	80.42	#3318933 ACCT	35593512 - 423300	TELEPHONE
55693	1/19/2010	RECORD SYSTEMS INC.	18.00	OFC SUPP-TONER-MICROFILM MACHI	35593512 - 424500	POSTAGE
55693	1/19/2010	RECORD SYSTEMS INC.	489.00		35593512 - 434500	OFFICE SUPPLIES
55706	1/19/2010	SPECIALTY ROLL PRODUCTS INC	90.02	OFC SUPP-PAPER ROLLS	35593512 - 434500	OFFICE SUPPLIES
55709	1/19/2010	STRIGLOS/HAINES & ESSICK	399.27	Prong Fasteners & 3 hole punch	35593512 - 434500	OFFICE SUPPLIES
55717	1/19/2010	TREAS-FLEET MAINTENANCE	492.34	NOV'09-DPL FUEL USAGE	35593512 - 431000	GASOLINE
55717	1/19/2010	TREAS-FLEET MAINTENANCE	506.85	DEC'09 DPL FUEL USAGE	35593512 - 431000	GASOLINE
55719	1/19/2010	TREAS-GENERAL FUND	1,182.14	DEC COPIES/POSTAGE	35593512 - 424500	POSTAGE
55725	1/19/2010	UNIQUE MANAGEMENT SERVICES	903.95	DEC'09 COLLECTION SERVICES	35593512 - 428000	PROFESSIONAL SERVICES
55741	1/26/2010	ADVANCED DIESEL INC.	235.00	MATL/LABOR-REPAIR BOOKMOBILES	35593512 - 421200	SERV - AUTO EQUIPMENT
55741	1/26/2010	ADVANCED DIESEL INC.	40.00		35593512 - 424500	POSTAGE
55741	1/26/2010	ADVANCED DIESEL INC.	198.39	CLEANING OF MATS-SERV TO BLDG	35593512 - 433700	MATERIAL - AUTO EQUIP
55751	1/26/2010	ARAMARK UNIFORM SERVICES, INC.	137.23	CREDIT MEMO	35593512 - 421000	SERVICE TO MAINT BUILDING
55756	1/26/2010	BAKER & TAYLOR CO	-55.96	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	63.19		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	73.99		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	113.26		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	124.16		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	134.61		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	167.77		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	188.99		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	203.86		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	244.43		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	254.45		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	259.55		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	271.98		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	299.58		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	317.65		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	325.78		35593515 - 458000	BOOKS & PERIODICALS

DATE: 2/5/11  
 TIME: 4:14:30PM

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

CHECK NO.	CHECK DATE	VENDOR	ITEM AMOUNT	ITEM DESCRIPTION	ACCOUNT #	ACCOUNT DESCRIPTION
55756	1/26/2010	BAKER & TAYLOR CO	327.79	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	348.83		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	395.66		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	416.90		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	481.14		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	496.14		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	518.41		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	522.01		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	543.17		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	559.12		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	630.57		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	688.23		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	875.07		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	890.42		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	913.28		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	1,023.26		35593515 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	4,310.00	SUBSCRIPT RENEWAL 3/2010-2/2011	35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	6.78	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	7.64		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	11.88		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	18.73		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	22.01		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	22.04		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	26.59		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	29.36		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	33.80		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	39.68		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	42.60		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	44.09		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	66.14		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	72.71		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	80.06		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	110.20		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	282.82		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	293.82		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	359.93		35593515 - 458000	BOOKS & PERIODICALS
55757	1/26/2010	BAKER & TAYLOR ENTERTAINMENT	415.73		35593515 - 458000	BOOKS & PERIODICALS
55761	1/26/2010	BERNAN	41.00		35593515 - 458000	BOOKS & PERIODICALS
55762	1/26/2010	BIBBY, SCOTT	375.00	SEC-DPL-0106,0114,012110	35593512 - 428000	PROFESSIONAL SERVICES
55763	1/26/2010	BLACKSTONE AUDIO, INC.	33.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
55766	1/26/2010	BOB & RON'S REPAIR SERVICE	312.50	PARTS/MATL/SERV-REPAIR AUTO	35593512 - 421200	SERV - AUTO EQUIPMENT
55766	1/26/2010	BOB & RON'S REPAIR SERVICE	54.18		35593512 - 433700	MATERIAL - AUTO EQUIP

DATE: 2/5/2010  
 TIME: 4:14:30PM

**CITY OF DECATUR  
 LIBRARY FUNDS CHECK REGISTER  
 FOR INVOICES FROM 1/1/2010 TO 1/31/2010**

<u>CHECK NO.</u>	<u>CHECK DATE</u>	<u>VENDOR</u>	<u>ITEM AMOUNT</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ACCOUNT DESCRIPTION</u>
55769	1/26/2010	BOOK WHOLESALERS, INC.	-11.99	CREDIT MEMO	35593515 - 458000	BOOKS & PERIODICALS
55769	1/26/2010	BOOK WHOLESALERS, INC.	6.59	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
55769	1/26/2010	BOOK WHOLESALERS, INC.	11.23		35593515 - 458000	BOOKS & PERIODICALS
55769	1/26/2010	BOOK WHOLESALERS, INC.	19.18		35593515 - 458000	BOOKS & PERIODICALS
55769	1/26/2010	BOOK WHOLESALERS, INC.	27.26		35593515 - 458000	BOOKS & PERIODICALS
55769	1/26/2010	BOOK WHOLESALERS, INC.	32.37		35593515 - 458000	BOOKS & PERIODICALS
55769	1/26/2010	BOOK WHOLESALERS, INC.	37.06		35593515 - 458000	BOOKS & PERIODICALS
55769	1/26/2010	BOOK WHOLESALERS, INC.	39.56		35593515 - 458000	BOOKS & PERIODICALS
55769	1/26/2010	BOOK WHOLESALERS, INC.	43.44		35593515 - 458000	BOOKS & PERIODICALS
55769	1/26/2010	BOOK WHOLESALERS, INC.	66.13		35593515 - 458000	BOOKS & PERIODICALS
55769	1/26/2010	BOOK WHOLESALERS, INC.	531.28		35593515 - 458000	BOOKS & PERIODICALS
55769	1/26/2010	BOOK WHOLESALERS, INC.	1,092.71		35593515 - 458000	BOOKS & PERIODICALS
55770	1/26/2010	BOOKPAGE	270.00		35593515 - 458841	MAG/PAPERS - MAIN ADULT
55777	1/26/2010	CDW GOVERNMENT INC	48.62	COMPUTER HARDWARE-MEMORY	35593512 - 449900	SMALL CAPITAL ITEMS
55778	1/26/2010	CENTER POINT LARGE PRINT	9.02	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
55788	1/26/2010	DAVIDSON TITLES, INC	17.95		35593515 - 458000	BOOKS & PERIODICALS
55788	1/26/2010	DAVIDSON TITLES, INC	1,470.58		35593515 - 458000	BOOKS & PERIODICALS
55788	1/26/2010	DAVIDSON TITLES, INC	1,625.32		35593515 - 458000	BOOKS & PERIODICALS
55796	1/26/2010	DELL INC.	899.95	LAPTOP-COMPUTER VOSTRO 1720	35593512 - 449900	SMALL CAPITAL ITEMS
55799	1/26/2010	DUNKER ELECTRIC SUPPLY, INC	162.21	ELECTRICAL SUPP-BLDG MATL	35593512 - 432000	MATERIALS - BUILDINGS
55806	1/26/2010	FREMONT INDUSTRIES INC	418.77	CHEMICALS-HVAC SYS-DPL	35593512 - 432000	MATERIALS - BUILDINGS
55807	1/26/2010	GALE GROUP, INC.	20.06	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
55807	1/26/2010	GALE GROUP, INC.	435.60		35593515 - 458000	BOOKS & PERIODICALS
55807	1/26/2010	GALE GROUP, INC.	1,200.00		35593515 - 458000	BOOKS & PERIODICALS
55809	1/26/2010	GAYLORD BROS.	40.96	OFC SUPP-PRINTED LABELS	35593512 - 434500	OFFICE SUPPLIES
55814	1/26/2010	HASTINGS, SCOTT A.	875.00	SEC-DPL-1223,1230,0107,0113,01	35593512 - 428000	PROFESSIONAL SERVICES
55815	1/26/2010	HAWKINS, MICHAEL	231.25	SEC-DPL-1229,011210	35593512 - 428000	PROFESSIONAL SERVICES
55818	1/26/2010	HERMANN, JAMES	762.50	SEC-DPL-1228,0104,0105,0111,01	35593512 - 428000	PROFESSIONAL SERVICES
55830	1/26/2010	JACK, JR, MICHAEL	30.00	MATL RET'D	35593512 - 428000	PROFESSIONAL SERVICES
55834	1/26/2010	KING-NOBLES, JOSHUA	39.00	BOOKS	35593512 - 428000	PROFESSIONAL SERVICES
55836	1/26/2010	LARGE PRINT OVERSTOCKS	2.63		35593515 - 458000	BOOKS & PERIODICALS
55838	1/26/2010	LONELY PLANET PUBLICATIONS	7.49		35593515 - 458000	BOOKS & PERIODICALS
55844	1/26/2010	MARTIN, LESLIE	35.00	MATL RET'D	35593512 - 428000	PROFESSIONAL SERVICES
55849	1/26/2010	MICROMARKETING	594.64	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
55855	1/26/2010	MIDWEST TAPE, LLC	42.97		35593515 - 458000	BOOKS & PERIODICALS
55861	1/26/2010	MOVIES UNLIMITED	31.49		35593515 - 458000	BOOKS & PERIODICALS
55865	1/26/2010	NCI BUSINESS SYSTEMS	39.00	MO CHRG/COPY USAGE-SAVIN 3160	35593512 - 421300	SERV-OFFICE EQUIPMENT
55867	1/26/2010	NORD CLEANING SERVICE, INC	324.00	JANITORIAL SUPP-ASSTD	35593512 - 431200	JANITORIAL SUPPLIES
55869	1/26/2010	OMNIGRAPHICS, INC	63.55	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
55890	1/26/2010	SEMINARS ON DVD	404.78		35593515 - 458000	BOOKS & PERIODICALS
55901	1/26/2010	TANTOR MEDIA	24.49		35593515 - 458000	BOOKS & PERIODICALS
55921	1/26/2010	VERIZON WIRELESS	371.81	#980380645-00001 ACCT	35593512 - 423300	TELEPHONE

DATE: 2/5/2010  
 TIME: 4:14:30PM

**CIT OF DECATUR**  
**LIBRARY FUNDS CHECK REGISTER**  
**FOR INVOICES FROM 1/1/2010 TO 1/31/2010**

<u>CHECK NO.</u>	<u>CHECK DATE</u>	<u>VENDOR</u>	<u>ITEM AMOUNT</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT #</u>	<u>ACCOUNT DESCRIPTION</u>
55928	1/26/2010	WEST GROUP	50.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
55928	1/26/2010	WEST GROUP	567.63		35593515 - 458000	BOOKS & PERIODICALS
55929	1/26/2010	WILKERSON, MATT	54.41	POWER CORD-OFC SUPP	35593512 - 434500	OFFICE SUPPLIES
55930	1/26/2010	WORLD TRADE PRESS	980.00	BOOKS	35593515 - 458000	BOOKS & PERIODICALS
<b>35 LIBRARY FUND Total</b>			<b><u>70,133.51</u></b>			
<b>59 LIBRARY TRUST FUNDS</b>						
55423	1/12/2010	BALL, THELMA	25.00	LINCOLN SOLDIER'S MARCHED FROM	59595922 - 458000	BOOK AND PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	11.69	BOOKS	59595942 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	15.34		59595942 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	20.32		59595942 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	24.00		59595942 - 458000	BOOKS & PERIODICALS
55756	1/26/2010	BAKER & TAYLOR CO	24.95		59595942 - 458000	BOOKS & PERIODICALS
55763	1/26/2010	BLACKSTONE AUDIO, INC.	2,388.00		59595942 - 458000	BOOKS & PERIODICALS
55778	1/26/2010	CENTER POINT LARGE PRINT	142.59		59595942 - 458000	BOOKS & PERIODICALS
55807	1/26/2010	GALE GROUP, INC.	11.16		59595942 - 458000	BOOKS & PERIODICALS
55807	1/26/2010	GALE GROUP, INC.	51.92		59595942 - 458000	BOOKS & PERIODICALS
55807	1/26/2010	GALE GROUP, INC.	88.43		59595942 - 458000	BOOKS & PERIODICALS
55836	1/26/2010	LARGE PRINT OVERSTOCKS	9.50		59595942 - 458000	BOOKS & PERIODICALS
<b>59 LIBRARY TRUST FUNDS Total</b>			<b><u>2,812.90</u></b>			

WARRANT TOTAL:

**72,946.41**



# Office of the Attorney General

## State of Illinois

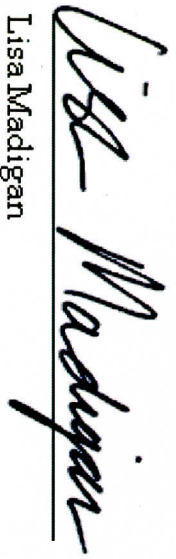
### Certificate of Completion

Training Module: OMA2010102554

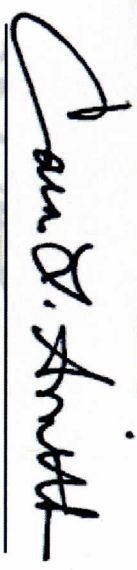
Date: Friday, February 05, 2010

Asst. City Librarian  
Karen E Bjorkman

Has successfully completed the  
Open Meetings Act on-line training.

  
Lisa Madigan

Attorney General  
State of Illinois

  
Cara Smith

Public Access Counselor  
Office of the Attorney General  
State of Illinois

DECATUR PUBLIC LIBRARY		2010	2011	Variance
Library Fund Revenue	Currently			
Beginning Fund Balance	\$ 538,000.00	\$	346,552.00	\$ 191,448.00
Real estate taxes	\$ 3,387,001.00	\$	3,000,000.00	\$ 387,001.00
State replacement tax	\$ 355,663.00	\$	325,000.00	\$ 30,663.00
State grants or other	\$ 110,000.00	\$	140,000.00	\$ (30,000.00)
Fines & fees	\$ 60,000.00	\$	70,000.00	\$ (10,000.00)
Non-resident fees	\$ 700.00	\$	600.00	\$ 100.00
Lost or damaged books	\$ 11,000.00	\$	17,000.00	\$ (6,000.00)
Copies and misc	\$ 17,000.00	\$	17,000.00	\$ -
Meeting room fees	\$ 10,000.00	\$	12,000.00	\$ (2,000.00)
Investment income	\$ 12,000.00	\$	3,000.00	\$ 9,000.00
Lease of library property	\$ 25,000.00	\$	7,000.00	\$ 18,000.00
	\$ 4,526,364.00	\$	3,938,152.00	\$ 588,212.00
<b>Library Fund Expenses</b>				
Salaries	\$ 2,322,524.00	\$	2,088,758.00	\$ 233,766.00
Overtime	\$ 3,000.00	\$	1,000.00	\$ 2,000.00
Temporary salaries	\$ 2,000.00	\$	1,000.00	\$ 1,000.00
Retirement - IMRF	\$ 245,658.00	\$	230,057.00	\$ 15,601.00
Life insurance	\$ 4,000.00	\$	3,500.00	\$ 500.00
Medical insurance	\$ 283,036.00	\$	280,706.00	\$ 2,330.00
Unemployment	\$ 1,400.00	\$	1,200.00	\$ 200.00
Worker's comp	\$ 37,800.00	\$	27,528.00	\$ 10,272.00
Service recognition	\$ 25,100.00	\$	21,000.00	\$ 4,100.00
	\$ 2,924,518.00	\$	2,654,749.00	\$ 269,769.00
<b>Total Personnel Services</b>				
Advertising	\$ 300.00	\$	150.00	\$ 150.00
Printing & binding	\$ 5,000.00	\$	1,000.00	\$ 4,000.00
Serv. To maintain bld.	\$ 45,000.00	\$	50,000.00	\$ (5,000.00)
Serv. To maintain improvements	\$ 100.00	\$	5,000.00	\$ (4,900.00)
Serv. - automotive equipment	\$ 4,000.00	\$	1,000.00	\$ 3,000.00
Serv. - office equipment	\$ 24,000.00	\$	26,000.00	\$ (2,000.00)
MIS services	\$ 21,558.00	\$	21,558.00	\$ -
Electricity	\$ 155,000.00	\$	175,000.00	\$ (20,000.00)
Natural gas	\$ 20,000.00	\$	15,000.00	\$ 5,000.00
Telephone	\$ 35,000.00	\$	37,000.00	\$ (2,000.00)
Water	\$ 6,000.00	\$	7,000.00	\$ (1,000.00)
Bank Charge	\$ 150.00	\$	1,000.00	\$ (850.00)
Training School	\$ 500.00	\$	500.00	\$ -
Conference & travel	\$ 8,000.00	\$	4,000.00	\$ 4,000.00
Postage	\$ 18,500.00	\$	18,000.00	\$ 500.00
Computer software	\$ 10,000.00	\$	10,000.00	\$ -
Medical expenses	\$ 250.00	\$	250.00	\$ -
	\$ 1,000.00	\$	1,000.00	\$ 4,000.00

ADULT DIVISION (Circulating) FUNDS PER DRA ACQUISITION PROGRAM									
CODE	ALLOCATION	DESCRIP	ANNUAL BUDGET Allocation	YTD Spending	Currently Encumbered	PerCent Spent plus Encumbered	PerCent Spent	Unexpended Balance	Available Balance
801 0	Generalities	BOOKS	\$3,500.00	\$1,228.20	\$24.47	35.79%	35.09%	\$3,475.53	\$2,247.33
801 1	Philosophy, psychology	BOOKS	\$3,000.00	\$2,474.40	\$253.77	90.94%	82.48%	\$2,746.23	\$271.83
801 2	Religion	BOOKS	\$3,500.00	\$3,202.41	\$247.55	98.57%	91.50%	\$3,252.45	\$50.04
801 3	Social Sciences	BOOKS	\$12,500.00	\$7,582.53	\$395.84	63.83%	60.66%	\$12,104.16	\$4,521.63
801 4	Language	BOOKS	\$500.00	\$565.87	\$23.03	117.78%	113.17%	\$476.97	(\$88.90)
801 5	Natural Sciences	BOOKS	\$3,500.00	\$2,163.81	\$241.59	68.73%	61.82%	\$3,258.41	\$1,094.60
801 6	Applied Sciences	BOOKS	\$16,000.00	\$12,013.19	\$1,063.75	81.73%	75.08%	\$14,936.25	\$2,923.06
801 7	Fine Arts and Entertainment	BOOKS	\$12,000.00	\$7,417.58	\$376.68	64.95%	61.81%	\$4,582.42	\$4,205.74
801 8	Literature	BOOKS	\$4,500.00	\$3,370.31	\$303.47	81.64%	74.90%	\$1,129.69	\$826.22
801 9	Geography and History	BOOKS	\$11,000.00	\$7,994.47	\$924.46	81.08%	72.68%	\$3,005.53	\$2,081.07
801 F	Fiction	BOOKS	\$78,000.00	\$33,502.55	\$4,133.17	48.25%	42.95%	\$44,497.45	\$40,364.28
801 PBK	Paperback Fiction	PBK BOOKS	\$3,000.00	\$2,945.86	\$23.06	98.96%	98.20%	\$54.14	\$31.08
801 RP	Replace/lost,missing,damaged	BOOKS	\$5,000.00	\$4,213.70	\$171.55	87.71%	84.27%	\$786.30	\$614.75
801 BIO	Biography	BOOKS	\$5,000.00	\$3,699.34	\$394.46	81.88%	73.99%	\$1,300.66	\$906.20
801 LP	Large Print	BOOKS	\$10,000.00	\$12,350.21	\$218.65	125.69%	123.50%	(\$2,350.21)	(\$2,568.86)
	TOTAL BOOKS		\$171,000.00	\$104,724.43	\$8,795.50	66.39%	61.24%	\$66,275.57	\$57,480.07
AUDIO VISUAL (Circulating) FUNDS PER DRA ACQUISITION PROGRAM									
830 CD	Compact Discs	CD's	\$7,000.00	\$4,612.43	\$270.25	69.75%	65.89%	\$2,387.57	\$2,117.32
830 BT	Books-on-Tape	B-O-T	\$500.00	\$32.40	\$0.00	6.48%	6.48%	\$467.60	\$467.60
830 BC	Books-on-Compact Disc	B-O-CD	\$10,500.00	\$7,766.67	\$632.00	79.99%	73.97%	\$2,733.33	\$2,101.33
830 DV	Digital Video Discs	DVD	\$35,000.00	\$21,855.15	\$1,186.00	65.83%	62.44%	\$13,144.85	\$11,958.85
830 VG	Video Games	Games	\$2,000.00	\$1,457.15	\$71.96	76.46%	72.86%	\$542.85	\$470.89
	TOTAL AV		\$55,000.00	\$35,723.80	\$2,160.21	68.88%	64.95%	\$19,276.20	\$17,115.99
CHILDREN'S DIVISION FUNDS PER DRA ACQUISITION PROGRAM									
803	Children's Books	Books	\$49,000.00	\$29,826.86	\$2,786.37	66.56%	60.87%	\$19,173.14	\$16,386.77
803 AV	Children's Audio-Visual	AV	\$12,000.00	\$7,225.61	\$444.36	63.92%	60.21%	\$4,774.39	\$4,330.03
	TOTAL Children's		\$61,000.00	\$37,052.47	\$3,230.73	66.04%	60.74%	\$23,947.53	\$20,716.80

BOOKS, PERIODICALS & AUDIO VISUAL - FY											
PER DRA ACQUISITION PROGRAM											
CODE ALLOCATION	DESCRIP	ANNUAL BUDGET Allocation	Current Month Spending	YTD Spending	Currently Encumbered	PerCent Spent plus Encumbered	PerCent Spent	Unexpended Balance	Available Balance		
801	MAIN ADULT BOOKS	\$171,000.00	\$11,454.55	\$104,724.43	\$8,795.47	66.39%	61.24%	\$66,275.57	\$57,480.10		
802	MAIN YOUTH BOOKS	\$9,000.00	\$311.65	\$9,086.07	\$346.07	104.80%	100.96%	-\$86.07	-\$432.14		
803	MAIN JUVENILE BOOKS	\$61,000.00	\$3,524.64	\$37,052.47	\$3,230.73	66.04%	60.74%	\$23,947.53	\$20,716.80		
804	MAIN REFERENCE BOOKS	\$95,000.00	\$8,234.73	\$71,637.82	\$6,726.10	82.49%	75.41%	\$23,362.18	\$16,636.08		
805	PROFESSIONAL BOOKS	\$1,000.00	\$0.00	\$288.69	\$0.00	28.87%	28.87%	\$711.31	\$711.31		
821	EXTENSION BOOKS	\$36,000.00	\$1,080.54	\$31,717.98	\$2,060.98	93.83%	88.11%	\$4,282.02	\$2,221.04		
<b>TOTAL BOOKS</b>		<b>\$373,000.00</b>	<b>\$24,606.11</b>	<b>\$254,507.46</b>	<b>\$21,159.35</b>	<b>73.91%</b>	<b>68.23%</b>	<b>\$118,492.54</b>	<b>\$97,333.19</b>		
830	AUDIO-VISUAL CD, V, VG, DVD	\$55,000.00	\$4,470.94	\$35,723.80	\$17,681.76	97.10%	64.95%	\$19,276.20	\$1,594.44		
*SHP	Shipping Fund	\$3,000.00	\$189.51	\$1,768.65	\$17.64	59.54%	58.96%	\$1,231.35	\$1,213.71		
841	MAIN ADULT PERIODICALS	\$21,000.00	\$25.00	\$16,133.41	\$33.90	0.00%	76.83%	\$4,866.59	\$4,832.69		
842	MAIN YOUTH PERIODICALS	\$700.00	\$0.00	\$422.27	\$0.00	60.32%	60.32%	\$277.73	\$277.73		
843	MAIN JUVENILE PERIODICALS	\$1,800.00	\$0.00	\$1,673.40	\$0.00	92.97%	92.97%	\$126.60	\$126.60		
844	MAIN REFERENCE SERIALS	\$5,000.00	\$0.00	\$4,627.98	\$0.00	92.56%	92.56%	\$372.02	\$372.02		
845	PROFESSIONAL PERIODICALS	\$500.00	\$0.00	\$395.18	\$0.00	79.04%	79.04%	\$104.82	\$104.82		
847	EXTENSION PERIODICALS	\$4,000.00	\$0.00	\$3,288.07	\$0.00	82.20%	82.20%	\$711.93	\$711.93		
<b>TOTAL Periodicals</b>		<b>\$33,000.00</b>	<b>\$25.00</b>	<b>\$26,540.31</b>	<b>\$33.90</b>	<b>80.53%</b>	<b>80.43%</b>	<b>\$6,459.69</b>	<b>\$6,425.79</b>		
<b>800 TOTAL</b>		<b>\$464,000.00</b>	<b>\$29,291.56</b>	<b>\$318,540.22</b>	<b>\$38,892.65</b>	<b>77.03%</b>	<b>68.65%</b>	<b>\$145,459.78</b>	<b>\$106,567.13</b>		
*not included in total materials costs											
ENDOWMENT FUNDS PER DRA ACQUISITION PROGRAM											
CODE ALLOCATION		ANNUAL Income Allocation	Current Month Spending	YTD Spending	Currently Encumbered	PerCent Spent plus Encumbered	PerCent Spent	Unexpended Balance	Available Balance		
900C	ELLEN & PETER CANTONI	\$30,000.00	\$0.00	\$1,906.02	\$0.00	6.35%	6.35%	\$28,093.98	\$28,093.98		
900B	MAUDE BRIDGES	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00		
900M	Margaret Meyer	\$2,000.00	\$0.00	\$616.95	\$0.00	30.85%	30.85%	\$1,383.05	\$1,383.05		
WHI	Whinnery Trust	\$8,779.93	\$303.60	\$1,912.36	\$885.66	0.00%	0.00%	\$0.00	\$5,981.91		
FOUN	Frankel Foundation	\$6,000.00	\$11.69	\$1,195.03	\$81.21	21.27%	19.92%	\$4,804.97	\$4,723.76		
DPLR	Rotary Grant (Ext.)	\$750.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	\$750.00	\$750.00		
DPLH	Hola Grant	\$222.79	\$0.00	\$0.00	\$0.00	0.00%	0.00%	\$222.79	\$222.79		
DPLB	Bookmobile 549	\$365.26	\$0.00	\$0.00	\$0.00	0.00%	0.00%	\$365.26	\$365.26		



ADULT DIVISION (Reference) FUNDS - FY									
PER DRA ACQUISITION PROGRAM									
CODE	ALLOCATION	DESCRIP	ANNUAL BUDGET Allocation	YTD Spending	Currently Encumbered	PerCent Spent plus Encumbered	PerCent Spent	Unexpended Balance	Available Balance
804 0	Generalities	BOOKS *****	\$4,000.00	\$2,213.96	\$0.00	55.35%	55.35%	\$1,786.04	\$1,786.04
804 1	Philosophy, psychology	BOOKS	\$100.00	\$15.34	\$0.00	15.34%	15.34%	\$84.66	\$84.66
804 2	Religion	BOOKS	\$400.00	\$454.83	\$0.00	113.71%	113.71%	(\$54.83)	(\$54.83)
804 3	Social Sciences	BOOKS *****	\$11,000.00	\$6,328.61	\$152.00	58.91%	57.53%	\$4,671.39	\$4,519.39
804 4	Language	BOOKS	\$500.00	\$218.11	\$0.00	43.62%	43.62%	\$281.89	\$281.89
804 5	Natural Sciences	BOOKS	\$500.00	\$108.98	\$0.00	21.80%	21.80%	\$391.02	\$391.02
804 6	Applied Sciences	BOOKS	\$2,400.00	\$2,400.13	\$92.10	124.61%	120.01%	(\$400.13)	(\$492.23)
804 7	Fine Arts and Entertainment	BOOKS	\$1,500.00	\$732.92	\$0.00	48.86%	48.86%	\$767.08	\$767.08
804 8	Literature	BOOKS	\$1,000.00	\$97.49	\$272.00	36.95%	9.75%	\$902.51	\$630.51
804 9	Geography and History	BOOKS	\$3,000.00	\$2,395.46	\$0.00	79.85%	79.85%	\$604.54	\$604.54
804 MF	Microfilm Collection(s)	Microforms	\$2,000.00	\$969.19	\$0.00	48.46%	48.46%	\$1,030.81	\$1,030.81
804 EL**	Electronic Subscriptions	Internet	\$69,000.00	\$55,702.80	\$6,210.00	89.73%	80.73%	\$13,297.20	\$7,087.20
	TOTAL BOOKS		\$95,000.00	\$71,637.82	\$6,726.10	82.49%	75.41%	\$23,362.18	\$16,636.08
EXTENSION DIVISION FUNDS - FY									
PER DRA ACQUISITION PROGRAM									
821 A	Extension - Adult Collection	BOOKS	\$23,000.00	\$19,444.27	\$1,684.52	91.86%	84.54%	\$3,555.73	\$1,871.21
821 Y	Extension - Young Adult Collection	BOOKS	\$1,000.00	\$317.42	\$0.00	31.74%	31.74%	\$682.58	\$682.58
821 J	Extension - Children's Collection	BOOKS	\$12,000.00	\$11,956.29	\$376.46	102.77%	99.64%	\$43.71	(\$332.75)
	TOTAL EXTENSION		\$36,000.00	\$31,717.98	\$2,060.98	93.83%	88.11%	\$4,282.02	\$2,221.04

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**  
**Notes from the Personnel, Policy & Public Relations Committee**  
**Meeting**  
**January 19, 2010**

**I. Call to Order-Eugene King, Chair:** Eugene King, chair, called the meeting to order at 4:12 pm. Committee members present: Ed Costa, Mary Gendry, and Eugene King. Absent: Teena Zindel-McWilliams. Other board member present: Jim Alpi. Staff present: Lee Ann Fisher and Sheila Robinson.

**II. Approval of agenda:** Agenda was approved as presented.

**III. Approval of minutes of December 3, 2009 (approved at board meeting on December 17, 2009):** Minutes of December 3, 2009, were approved as presented.

**IV. Old business:**

**A. Bylaws – letter from Ed Booth, attorney**

The Board of Trustees bylaws were reviewed and approved by Mr. Booth, library attorney. The bylaws will be presented at the next Board of Trustees meeting for approval.

**B. Evaluation**

Evaluation for the City Librarian was discussed.

**C. Other**

No other old business at this time.

**V. New Business:**

**A. Budget**

Committee decided to discuss the budget jointly with the Finance Committee.

**B. Other**

No other new business at this time.

**VI. Adjournment:** The meeting was adjourned at 5:25 pm.

Respectfully submitted,

**Sheila Robinson**

Sheila Robinson

Administrative Secretary

14728  
4728  
9456.-

12735.-  
4728  
81007.-

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES  
Personnel, Policy and Public Relations**

**Thursday,  
February 4, 2010  
4:00 p.m.**

**Decatur Public Library Board Room**

**AGENDA**

- I. Call to order – Eugene King, Chair
- II. Approval of agenda
- III. Approval of the notes of January 19, 2010
- IV. Old Business
  - A. Bylaws
  - B. Evaluation
  - C. Budget
- V. New Business
  - A. Other
- VI. Adjournment

If you have questions please contact:

Lee Ann Fisher, City Librarian

421-9713 or [lfisher@decaturn.lib.il.us](mailto:lfisher@decaturn.lib.il.us)

*Next Board Meeting  
in February 18, 2010.*

*Loopout Utilities-*

*Check FOIA for closed session  
for contract  
Check OMA for*