

BOARD OF DIRECTORS MEETING

AGENDA

JUNE 21, 1979

- I. CALL TO ORDER
DEAN HOLCOMB, PRESIDENT
- II. APPROVAL OF MINUTES:
 - A. REGULAR AND ANNUAL BOARD MEETING MAY 17, 1979
- III. LIBRARIAN'S REPORT
- IV. REPORTS OF COMMITTEES:
 - A. PROPERTIES AND FINANCE
 1. Presentation of bills for approval
 2. Financial Statement
 - B. POLICIES, PUBLIC RELATIONS AND PERSONNEL
 1. Amendment to By-Laws
- V. OLD BUSINESS
- VI. NEW BUSINESS
 - A. APPOINTMENT OF COMMITTEES
- VII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

Mrs. Batterham
Mr. Borchers
Mr. Grieve
Mr. Holcomb
Mrs. Jackson (Tentative)
Mr. Marshall
Mrs. Moore
Mrs. Schaub (Tentative)
Mr. Stewart

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - June 21, 1979

The regular meeting of the Board of Directors of the Decatur Public Library was held June 21, 1979 in the board room of the main library.

Members Present:

Mrs. Batterham
Mr. Borchers
Mr. Grieve
Mr. Holcomb
Mrs. Jackson
Mr. Marshall
Mrs. Moore
Mr. Stewart

Members Absent:

Mrs. Schaub

Others Present:

Mr. Dumas
Mrs. Grove
Mr. Inman
Lois Moore
(Herald & Review)
Miss Schwegman

The meeting was called to order at 4:35 p.m. by Mr. Holcomb.

Mrs. Moore moved that the minutes of the regular and annual meeting of May 17, 1979 be approved as mailed, Mr. Stewart seconded, and they were unanimously approved.

In his report to the Board, Mr. Dumas noted that the monthly financial statement now has an extra column indicating the amount of money outstanding in the various purchase orders. Encumbrances report expenditures year-to-date and also the outstanding orders. This column has been added to the Board's monthly statistical report to bring it into alignment. Mr. Dumas stated he had attended a two day FEPC workshop in Springfield last week and had found it interesting. The staffs from the FEPC offices in Chicago and Springfield gave a number of talks in which they outlined the laws and legislation with respect to the FEPC and their methods of approach. They went to great pains to insist upon their impartiality in that they felt their business was as much to protect the employer as it was to protect the employee - a very useful two days.

Further reporting, Mr. Dumas noted there has been a delay in tax receipts in Macon County due to the controversy over the proper assessments to be made on farm land. They have delayed mailing the tax bills until an adjustment is made; therefore, the tax receipts will be delayed until October. Mr. Dumas had been in touch with Joe DeMichiel, City Finance Director, as to how this would affect the Library since this would create an operating shortage in the Library's budget of approximately \$200,000 to \$225,000. Mr. DeMichiel explained that they will forego the collection of the retirement fund from the Library until the time the tax money comes in and at that time will make a lump sum adjustment. When the resources of the Library have been expended, the City from its general fund will loan the additional money to the Library. Mr. DeMichiel doesn't think we will be in a great bind, but the Library's financial statement during this time will show a deficit until the tax money is received.

This has been a bad month with respect to personnel, Mr. Dumas stated. Mrs. Fetrow, bookmobile clerk driver, will be on extended leave due to surgery, but fortunately a previous bookmobile driver has taken the job on a temporary basis. Miss Loe resigned as Reference Librarian to take a position with the Northern Illinois Library System, and we hate to see her go. This was followed by the resignation of our part-time bookmobile driver who found a job requiring fewer hours, and then the resignation of our Maintenance Man, who has found a higher paying job.

The Extension Department has now entered 3,000 items into the computer, and it looks as if the bookmobile stock will be totally entered by September. However, we will probably wait until the end of August to order the portable terminal after the tax money comes in, and then make the conversion during December, which is a light month, Mr. Dumas reported. The latest word on the new bookmobile trailer is that Mr. Schumacher has now received the heat pump, but minus a part. He contacted Westinghouse and they are sending the part by UPS. We may get delivery by the end of this month; however, the take-up reel for the cable which has not as yet been received will be installed locally. Mr. Holcomb asked if any payments have been made to Schumacher and Mr. Dumas stated none whatsoever.

On a positive note, Mr. Dumas commented that circulation is up by 2%, which is much better than it sounds. As a matter of fact, May is kind of a middle month generally and after looking over May circulation for the past 8 or 10 years, it was found that this was the best May we have had. Mr. Grieve commented on the percentage of the American people who read one or more books a year and he and Mr. Dumas agreed that statistics on this percentage vary. Mr. Grieve quoted Disraeli: "There are lies, there are damn lies, and there are statistics."

As Chairman of the Properties and Finance Committee, Mr. Stewart gave an informational report on the summary of income and expenditures through May 31, 1979 and bills approved through that date. Mr. Stewart noted there was a charge for a physical examination by Dr. Bavor, but no name was shown on the bill. Mr. Dumas stated he would check on this. The motion for approval of the report by Mr. Stewart was seconded by Mr. Grieve and was unanimously approved by a roll-call vote.

Mrs. Moore, Chairman of the Policies, Public Relations and Personnel Committee, moved that the By-Laws be amended as follows:

ARTICLE 2. MEETINGS

The Board shall meet regularly on the third Thursday of each month, except May, at 4:30 PM in the Main Library Building. In the month of May the Board shall meet on the fourth Thursday at 4:30 P.M.

Mrs. Batterham seconded the motion. Mrs. Moore explained that moving the May meeting to the fourth Thursday of the month will give Mr. Dumas more

time to prepare the three annual reports so that the reports can then be forwarded to board members for their perusal before the May meeting. The motion to so amend the By-Laws was unanimously approved by a voice vote.

Under New Business, Mr. Holcomb appointed the following committees for the coming year:

Policies, Public Relations, and Personnel

Mrs. Moore, Chairman
Mr. Stewart
Mrs. Batterham
Mr. Grieve

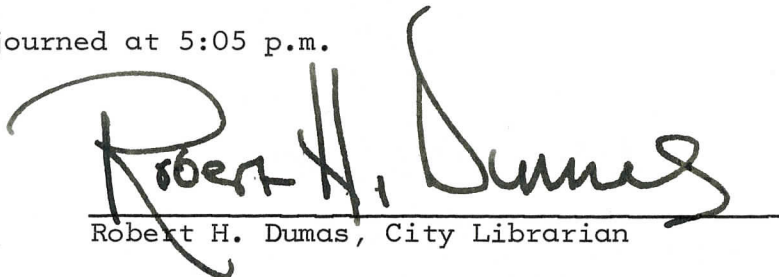
Properties and Finance

Mr. Marshall, Chairman
Mr. Borchers
Mrs. Schaub
Mrs. Jackson

Mr. Holcomb stated he would defer the appointment of the representatives to the Rolling Prairie Libraries and the Friends of the Library.

Mr. Holcomb requested that the Board go into Executive Session at the end of this meeting, and it was so moved and seconded.

The meeting was adjourned at 5:05 p.m.


Robert H. Dumas, City Librarian

For the Secretary of the Board

STATISTICAL REPORT

May, 1979

CIRCULATION

	<u>Adult</u>	<u>Youth</u>	<u>Juvenile</u>	<u>Total</u>	<u>Y-Date</u>
Total Books, 1979 -	24,463	2,005	16,073	42,686	42,686
1978 -	23,824	2,406	16,090	42,320	42,320
A-V Materials, 1979 -	1,297	--	71	1,368	1,368
1978 -	828	--	30	858	858
Total Circulation, 1979 -	27,473	2,005	16,144	44,054	44,054
1978 -	24,652	2,406	16,120	43,178	43,178

TECHNICAL PROCESSING

<u>Cataloging</u>		<u>Acquisitions</u>	
New books added	1,070	Books checked in	1,135
New titles added	399	Telephone Directories	2
Books withdrawn	943	Pamphlets	151
Books mended	1,283	Gifts	69

Materials in the State of Processing

Materials (physical items) - 1030
Titles - 771

FINANCIAL REPORT

	<u>Budgeted</u>	<u>YTD Expended</u> <u>1978/79</u>	<u>YTD Expended</u> <u>1979/80</u>	<u>P.O.'s</u> <u>Out</u>	<u>Unencumbered</u>
Personal Services	780,436	53,372	55,638	--	724,798
Operating	183,036	10,641	13,265	48,464	121,307
Capital and Books	131,500	10,682	8,436	44,508	78,556

STAFF STRENGTH

	<u>Strength</u> <u>Previous Month</u>	<u>Terminations</u>	<u>New Staff</u>	<u>Present</u> <u>Strength</u>
Professional	7	--	--	7
Library Assistants	8 + 1 (80 hrs)	--	--	8 + 1 (80 hrs)
Clerical	22 + 10 (820 hrs)	--	--	22 + 10 (856 hrs)
CETA	5	2	--	3
Maintenance	3	--	--	3

Current Vacancies: 3 Technical Services Clerks I
1 Audio-Visual/Young Adult Librarian

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

MAY 1, 1979 THRU MAY 31, 1979

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	YEAR TO DATE UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1979	117,205.00	186,623.67	186,623.67	69,418.47	
CURRENT YEAR TAXES	991,230.00	0.00	0.00	991,230.00	
INTEREST INVESTMENTS	0.00	0.00	0.00	0.00	
LIBRARY FINES & FEES	10,000.00	663.18	663.18	9,336.82	
NON-RESIDENT FEES	16,000.00	1,980.20	1,980.20	14,019.80	
LOST & DAMAGED BOOKS	700.00	81.00	81.00	619.00	
PRINTS MADE ON COPY MACHINE	2,300.00	178.67	178.67	2,121.33	
ALL STATE PERMIT GRANT	700.00	35.17	35.17	664.83	
MISCELLANEOUS INCOME	5,700.00	24,422.14	24,422.14	4,977.86	
TOTAL REVENUE	1,143,835.00	214,714.37	214,714.37	929,120.63	18.77

OBJECT CODE	OBJECT OF EXPENDITURE	RUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
101 A	REGULAR SALARIES	643,806.00	0.00	46,673.60	46,673.60	597,132.40	
102	STRAIGHT OVERTIME	97,925.00	0.00	7,030.33	7,030.33	90,894.67	
103	RETIPEMENT FUND CONTRIBUTION	3,180.00	0.00	0.00	0.00	3,180.00	
106	HOSPITALIZATION MEDICAL & LIFE INSURANCE	19,374.00	0.00	1,278.14	1,278.14	18,095.86	
109	TEMPORARY SALARIES	19,119.00	0.00	1,323.30	1,323.30	17,795.70	
201	PRINTING & BINDING	5,066.00	4,103.00	438.68	438.68	7,906.32	
202	SERVICE TO MAINTAIN BUILDINGS	10,000.00	2,623.28	370.68	370.68	7,376.32	
211	SERVICE TO MAINTAIN IMPROVEMENTS	10,000.00	2,275.00	17.59	17.59	7,715.41	
212	SERVICE TO MAINTAIN OFFICE EQUIPMENT	11,710.00	15,072.00	192.50	192.50	1,519.50	
214	SERVICE TO MAINTAIN AUTOMOTIVE EQUIPMENT	1,000.00	1,024.42	0.00	0.00	1,975.58	
215	AUTHORING SERVICES	1,000.00	600.00	0.00	0.00	400.00	
219	PROFESSIONAL SERVICES	37,000.00	6,380.00	2,658.52	2,658.52	34,341.48	
221	TELEPHONE	37,000.00	6,380.00	674.08	674.08	30,625.92	
223	WATER	400.00	395.96	0.00	0.00	400.00	
224	CONFERENCE ATTENDANCE EXPENSE	3,151.00	0.00	65.99	65.99	3,085.01	
242	POSTAGE	1,000.00	4,230.00	322.46	322.46	6,677.54	
244	PROFESSIONAL ASSOCIATION MEMBERSHIP FEES	1,195.00	0.00	0.00	0.00	1,195.00	
288	RENTALS	5,170.00	3,462.00	300.00	300.00	1,708.00	
310	GAS OIL & ANTYFREEZE	1,500.00	110.00	0.00	0.00	1,390.00	
312	JANITORIAL SUPPLIES	4,000.00	1,500.00	81.97	81.97	2,418.03	
324	MATERIALS TO MAINTAIN AUTOMOTIVE EQUIP	2,000.00	1,303.19	0.00	0.00	696.81	
330	MEDICAL & LABORATORY SUPPLIES	500.00	1,894.74	1.42	1.42	3,104.58	
345	CONTINGENCIES	15,600.00	0.00	4,224.15	4,224.15	11,375.85	
402	TRANSFERS TO OTHER AGENCIES	50,000.00	0.00	25.00	25.00	49,975.00	
403	TRAINING (ADMIN SERV)	12,410.00	0.00	1,034.58	1,034.58	11,375.42	
413	SERVICE RECOGNITION	10,000.00	0.00	2,499.00	2,499.00	7,501.00	
423	INSURANCE	10,000.00	0.00	2,499.00	2,499.00	7,501.00	
	TOTAL OPERATING EXPENDITURES	963,472.00	46,663.79	68,901.69	68,901.69	914,570.31	7.15
515	OFFICE MACHINERY & EQUIPMENT	24,500.00	10,325.00	875.00	875.00	13,625.00	
520	OTHER MACHINERY & EQUIPMENT	5,000.00	24,266.00	0.00	0.00	29,266.00	
525	LIBRARY BOOKS RECORDS & EXHIBITS	100,000.00	1,609.42	6,687.33	6,687.33	93,312.67	

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

MAY 1, 1978 THRU MAY 31, 1978

UNENCUMBERED % OF EST.

YEAR TO DATE EXPENDITURES

CURRENT MONTH EXPENDITURES

PURCHASE ORDERS PURCHASE ORDERS OUTSTANDING

BUDGET AND APPROPRIATION

OBJECT OF EXPENDITURE

OBJECT CODE

7	525 A	AUDIO VISUAL MATERIALS	7,000.00	8,318.02	873.28	873.28	2,191.30-
8		TOTAL CAPITAL OUTLAY	131,500.00	44,508.44	8,435.61	8,435.61	78,555.95
10		TOTAL EXPENDITURES	1,094,972.00	52,872.23	77,339.30	77,339.30	924,660.47

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ACTIVITY 941A DECATUR PUBLIC LIBRARY BUDG. & INTEREST FUND

MAY 1, 1979 THRU MAY 31, 1979

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1979	25,863.00	40,419.94	40,419.94	3,556.94-	
CURRENT YEARS TAXES	113,470.00	0.00	0.00	113,470.00	
PRIOR YEARS TAXES	0.00	0.00	0.00	0.00	
INTEREST ON INVESTMENTS	2,000.00	0.00	0.00	2,000.00	
TOTAL REVENUE	152,333.00	40,419.94	40,419.94	111,913.06	26.53

OBJECT CODE	OBJECT OF EXPENDITURE	AUDGET AND APPROPRIATION	ORDERS OUTSTANDING	PURCHASE ORDERS CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
58	UNALLOCATED EXPENSES	100.00	0.00	0.00	0.00	100.00	0.00
410	PRINCIPAL & INTEREST	113,470.00	0.00	0.00	0.00	113,470.00	0.00
	TOTAL EXPENDITURES	113,570.00	0.00	0.00	0.00	113,570.00	0.00

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ACTIVITY 342 DECATUR PUBLIC LIBRARY TRUST FUND

MAY 1, 1979 THRU MAY 31, 1979

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1979	55,743.00	56,271.99	56,271.99	528.99-	
INCOME	0.00	0.00	0.00	0.00	
INTEREST ON INVESTMENTS	3,500.00	0.00	0.00	3,500.00	
TOTAL REVENUE	59,243.00	56,271.99	56,271.99	2,571.01	94.99

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ACTIVITY 244 DECATUR PUBLIC TRUST FUND (BRIDGES)

MAY 1, 1979 THRU MAY 31, 1979

3 OF 851.

REVENUE ITEMS

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE
FUND BALANCE MAY 1, 1979	1,258.00	2,001.36	2,001.36	748.36-
REVENUE	3.00	0.00	0.00	0.00
INTEREST ON INVESTMENTS	68.00	0.00	0.00	60.00
MISC INCOME	900.00	0.00	0.00	900.00
TOTAL REVENUE	2,219.00	2,001.36	2,001.36	213.64

OBJECT OF EXPENDITURE

OBJECT CODE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNRECORDED BALANCE	% OF EST.
58	800.00	0.00	0.00	0.00	800.00	0.00
TOTAL EXPENDITURES	800.00	0.00	0.00	0.00	800.00	0.00

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City of Decatur, Illinois

Decatur Public Library

May, 1979

<u>VOLUME NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
52541	Ill Power Co.	Gas & electricity	2,658.92
52559	Treas-% Employee's Ins Fund	Life & hosp ins	1,380.34
52566	Treas-% Payroll Fund	Pd ending 5-2-79	840.05
52602	Dr. Herbert J Bavor	Professional services	28.50
52758	American Library Assn.	Books	4.05
52759	C C Fire Equipment Co.	Service to extinguishers	132.00
52760	C L Systems, Inc.	Labels	2,307.58
52761	Dash Disposal	Service for month	15.00
52762	A B Cick Products Co.	Paper folder repair	31.32
52763	Downtown Decatur Council	Parking for May	300.00
52764	First National Bank of Decatur	Rent on safety deposit box	8.00
52765	Flower & Garden	Books	3.00
52766	Fox Stanley Photo	Splicing tape	7.50
52767	Gestetner Corp.	Maintenance agreement	145.00
52768	Horse Liver's Natl Magazine	Books	12.00
52769	Ill Bell Telephone Co.	Telephone charges	114.54
52770	LSAT/LSDAS, Educational Testing Service	Books	12.00
52771	Library Adm & Mgt Assn	Books	3.60
52772	Natl Council of Teachers of English	Books	1.25
52773	Otis Elevator Co.	Service for month	238.48
52774	Rolling Prairie Libraries	Computerized control system	875.00
52775	Rossiter's Office Machines	Typewriter repair	26.00
52781	Treas-% Payroll Fund	Pd ending 5-9-79	24,332.61
52949	Postmaster	Postage	7.30
52959	"	"	300.00
52970	Treas-% Petty Cash Fund	Reimbursement	98.31
52976	Treas-% Payroll Fund	Pd ending 5-16-79	865.89

<u>VOU. NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
52980	Alfonsi News & Book Service	Books	3.15
52981	American Film Institute	"	15.00
52982	" Specialty	Office supplies	253.78
52983	Beekman Publishers, Inc.	Books	7.40
52984	R R Bowker	Advertising expense	132.30
52985	C L Systems	Tab cards	37.24
52986	Cardmon Dist. Center	Audio-visual supplies	145.43
52987	Peter Eaton	Books	5.70
52988	Gestetner Corp.	Office supplies	157.58
52989	Haines & Essick Co.	"	12.00
52990	Ill Bell Telephone Co.	Telephone service	559.54
52991	K & G Trailer Mart	Repair service	50.00
52992	3 M Business Products, Inc.	Copy paper	424.86
52993	Microfilming Corp of America	Books	71.00
52994	Musical Heritage Society	Audio-visual supplies	34.10
52995	Natl Geographic Society	Books	20.95
52996	Natl Record Plan	Audio-visual supplies	611.70
52997	Natl Research Bureau, Inc.	Books	67.30
52998	Natl Traffic Safety	"	3.75
52999	Norman's Cleaners	Laundry service	2.59
53000	St Louis Post Dispatch	Books	72.00
53001	Smithsonian	Audio-visual supplies	23.30
53002	Sport	Books	4.97
53003	Varese Sarabande Records, Inc.	Audio-visual supplies	7.98
53005	American Library Assn.	Books	3.60
53006	Carstens Publications, Inc.	"	19.85
53007	Charlton Publications	"	15.00
53008	Decatur Tribune	"	7.00
53009	Housing Research & Development	"	8.50
53010	New York Public Library	"	3.00

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
53011	Sporting News	Books	41.00
53012	U S Dept. of the Army	"	15.25
53014	Treas-% Payroll Fund	Pd ending 5-23-79	23,879.04
53184	"	May service recog pay	35.00
53200	Baker & Taylor - New York	Books	244.79
53201	" Chicago	"	5,392.14
53202	Commerce Clearing House	"	9.27
53203	Doubleday & Co.	"	447.53
53204	Gaylord Bros., Inc.	Office supplies	1,039.10
53205	Highsmith Co., Inc.	"	8.52
53206	IBM Corp.	"	4.97
53208	Independent Publishers	Books	4.53
53209	India Navigation Co.	Audio visual supplies	15.96
53210	Industrial Printing, Inc.	Letterhead & envelopes	244.39
53211	K & G Trailer Mart	Bookmobile repair	40.00
53212	Library Cards Ltd.	Catalog cards	194.29
53213	Maclean's	Books	26.00
53214	F W Means & Co.	Laundry service	14.00
53215	Natl Rdcord Palm	Audio visual materials	34.81
53216	Perfect Window Cleaners	Janitorial supplies	65.50
53217	James Seidl	Travel reimbursement	65.99
53218	Sotheby Park Bernet, Inc.	Books	30.00
53219	West Publ Co.	"	330.00
53244	J D Johnson & Sons	Liability ins	2,499.00
53382	Treas-% General Operating Fund	Administrative charges	1,034.58
53399	Treas-% Payroll Fund	Pd ending 5-30-79	967.14
53402	Treas-% I M R Fund	May retirement	7,560.51
53403	Treas-% Petty Cash Fund	Reimbursement	<u>25.00</u>
TOTAL LIBRARY FUND VOUCHERS			<u>\$81,757.12</u>

Certificate of Insurance

NAME AND ADDRESS OF AGENCY

Nicholson, Clark & Company
 600 Millikin Court
 Decatur, Illinois 62525

COMPANIES AFFORDING COVERAGES

COMPANY LETTER **A** St. Paul Ins. Co. of Illinois

COMPANY LETTER **B**

NAME AND ADDRESS OF INSURED

Decatur & Macon County Opportunity Corp. and Decatur Head Start
 1429 North Jasper
 Decatur, Illinois 62526

COMPANY LETTER **C**

COMPANY LETTER **D**

COMPANY LETTER **E**

This is to certify that policies of insurance listed below have been issued to the insured named above and are in force at this time.

COMPANY LETTER	TYPE OF INSURANCE	POLICY NUMBER	POLICY EXPIRATION DATE	Limits of Liability in Thousands (000)		
					EACH OCCURRENCE	AGGREGATE
A	GENERAL LIABILITY	550TB 3695	4-1-80	BODILY INJURY	\$ 300	\$ 300
	<input checked="" type="checkbox"/> COMPREHENSIVE FORM					
	<input checked="" type="checkbox"/> PREMISES—OPERATIONS					
	<input type="checkbox"/> EXPLOSION AND COLLAPSE HAZARD					
	<input type="checkbox"/> UNDERGROUND HAZARD					
	<input type="checkbox"/> PRODUCTS/COMPLETED OPERATIONS HAZARD					
	<input type="checkbox"/> CONTRACTUAL INSURANCE					
	<input type="checkbox"/> BROAD FORM PROPERTY DAMAGE					
	<input type="checkbox"/> INDEPENDENT CONTRACTORS					
	<input type="checkbox"/> PERSONAL INJURY					
	AUTOMOBILE LIABILITY			BODILY INJURY (EACH PERSON)	\$	
	<input type="checkbox"/> COMPREHENSIVE FORM			BODILY INJURY (EACH ACCIDENT)	\$	
	<input type="checkbox"/> OWNED			PROPERTY DAMAGE	\$	
	<input type="checkbox"/> HIRED			BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$	
	<input type="checkbox"/> NON-OWNED			BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$	\$
	EXCESS LIABILITY			BODILY INJURY AND PROPERTY DAMAGE COMBINED	\$	\$
	<input type="checkbox"/> UMBRELLA FORM			STATUTORY	\$	(EACH ACCIDENT)
	<input type="checkbox"/> OTHER THAN UMBRELLA FORM					
	WORKERS' COMPENSATION and EMPLOYERS' LIABILITY					
	OTHER					

DECATUR PUBLIC LIBRARY
 JUL 23 1979
 DECATUR, ILL.

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES

Locations: 1429 North Jasper, Decatur, Ill. and various other locations as listed on policy schedules.

Cancellation: Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 10 days written notice to the below named certificate holder, but failure to mail such notice shall impose no obligation or liability of any kind upon the company.

NAME AND ADDRESS OF CERTIFICATE HOLDER:
Decatur Macon Co. Opp. Corp.

DATE ISSUED: **7/18/79** ku
NICHOLSON, CLARK & CO., DECATUR, ILL.

[Signature]
 AUTHORIZED REPRESENTATIVE

Bob Dumas

TO THE COUNCIL OF THE
CITY OF DECATUR, ILLINOIS

Consent of the Council is hereby requested for the appointment by the Mayor of the following named as members of the Library Board of Directors to serve terms expiring upon the dates set opposite their respective names or until their respective successors are appointed and qualified:

David H. Marshall	7-1-82
Shirley M. Moore	7-1-82
Norman Stewart	7-1-82

DATED this 17th day of July, 1979.

James W. Walters

MAYOR

RESOLUTION NO. R 79-146

RESOLUTION AUTHORIZING APPOINTMENTS

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That consent of the Council be, and it is hereby, given to the appointment by the Mayor of the persons aforesaid as by said Mayor requested, which said request be, and it is hereby, received, placed on file and approved.

PRESENTED AND ADOPTED this 17th day of July, 1979.

James W. Walters

MAYOR

ATTEST:

Phyllis E. Sanda
CITY CLERK

TO THE COUNCIL OF THE
CITY OF DECATUR, ILLINOIS

Having received your request I hereby appoint those named in the foregoing request by you approved as therein requested.

DATED this 17th day of July, 1979.

James W. Walters
MAYOR