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6-22-2012

## ANNUAL REPORT OF THE LIBRARY BOARD OF TRUSTEES 2011/2012

The Library Board of Trustees of the City of Decatur makes this Annual Report to the City Council of the City of Decatur under the terms and provisions of Act 5, Article 4, Section 10 of Chapter 75 of the Illinois Compiled Statutes. This Annual Report covers the period for the fiscal year ending April 30, 2012 and is a report of the condition of the Board's trusts on April 30, 2012.

### A. STATEMENT OF MONEY RECEIVED--LIBRARY OPERATING FUND

Beginning fund balance, May 1, 2011	380,505.95
Real estate taxes	2,966,484.19
State replacement tax	288,966.36
State grants or other	109,769.79
Fines & fees	44,362.70
Non-resident fees	622.90
Lost & damaged books	10,283.38
Copies and miscellaneous	10,215.62
Meeting room fees	5,565.00
Investment income	602.20
Lease of library property	3,000.00
Division Total	3,820,378.09

### B. STATEMENT OF EXPENDITURES--LIBRARY OPERATING FUND

Salaries	1,943,098.88
Overtime	239.94
Temporary salaries	2,720.61
Retirement—IMRF/Social Security Payments	337,252.83
Life insurance	3,465.56
Medical insurance	257,388.43
Unemployment Insurance	12,671.04



Worker's compensation	57,287.60
Service recognition	21,076.57
Division Total	2,635,201.46

STATEMENT OF EXPENDITURES--LIBRARY OPERATING FUND (continued)

Advertising	0
Printing and binding	217.39
Services to maintain buildings	47,910.28
Services to maintain improvements	0
Services to maintain automotive equipment	5,500.27
Services to maintain office equipment	30,904.64
MIS services (city)	20,214.00
Electricity	138,225.18
Natural gas	25,693.68
Telephone	38,609.81
Water	5,485.75
Banking Service Charges	781.43
Training school	799.00
Conferences & travel	4,373.93
Postage	15,493.31
Computer software	17,081.35
Medical expenses	0
Temporary agency services	14,578.20



Tuition reimbursement	1,630.00
Collision Deductible	0
Professional services	59,151.51
Membership fees	31,813.73
Rental—equipment	773.20
Gasoline	829.40
Janitorial supplies	21,710.85
Materials to maintain building	41,503.53
Material to maintain vehicles	5,025.33
Office supplies	33,309.36
Employee recognition supplies	0
Transfer to general fund	1,200.00
Motor vehicle insurance	2,079.96
Boiler insurance	1,896.00
Property insurance	20,340.96
General liability insurance	7,905.00
Small capital items	50,259.62
Books and periodicals	301,066.37
Division Total	3,581,564.50

#### C. STATEMENT OF EXPENDITURES—LEASE EXPENSES

Service to Maintain Building	1,157.96
Electricity	3,552.58

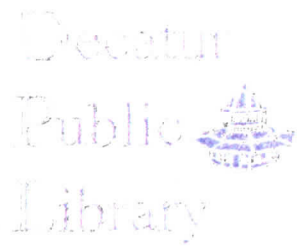


#### G. STATEMENT OF MONEY RECEIVED AND EXPENDED - BOOK DONATIONS

Fund balance 5/1/11	14,700.00
Interest	8.21
Expenditures	6,426.88
Fund balance 4/30/12	8281.33

#### H. STATEMENT OF ITEMS AVAILABLE MATERIALS

	2010-2011	2011-2012
Book volumes	245,417	247,996
Albums	71	70
Audiocassettes, cassettes	2406	0
Microfilm, reels	9,369	14,383
Videocassettes, tapes	7509	6,823
DVDs	8628	8,431
Compact discs	9015	9,223
Books on CD (discs)	2479	8,540



#### H. STATEMENT OF ITEMS AVAILABLE MATERIALS (cont.)

	2010-2011	2011-2012
Microfiche, fiches	3,910	3,910
CD-ROMs	314	308
Government documents, all formats	67,932	4509
Other formats	49,052	56,812
Total number of items held at DPL	407,663	362,218

#### I. STATEMENT OF CIRCULATION

	2010/2011	2011/2012
Main Library items loaned	593,111	537,704
Extension Division items loaned (bookmobiles)	0	0
<b>TOTAL DPL Circulation</b>	<b>593,111</b>	<b>537,704</b>



J. STATEMENT OF ANY PERSONAL PROPERTY ACQUIRED BY LEGACY, GIFT, PURCHASE, OR OTHERWISE.

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The Library received a number of donations of books and other materials to add to its collection from various people and organizations.

No other personal property was purchased except for items required in the normal operation of the Library.

K. STATEMENT OF ANY PERSONAL PROPERTY ACQUIRED BY LEGACY, GIFT, PURCHASE, OR OTHERWISE.

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The Library Board will provide the City Council with an estimate of funds acquired to operate the Library for fiscal year 2013/14 by November 30, 2013. It is predicted that this request will need to cover the necessary expenses to keep the library hours at the level asked for by the State of Illinois.

L. STATEMENT OF ANY PERSONAL PROPERTY ACQUIRED BY LEGACY, GIFT, PURCHASE, OR OTHERWISE.

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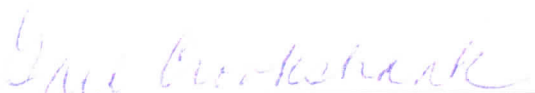
The library has no outstanding liabilities.

M. STATEMENT OF ANY PERSONAL PROPERTY ACQUIRED BY LEGACY, GIFT, PURCHASE, OR OTHERWISE.

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Attached are the 2011/2012 Illinois Public Library Annual Report (which furnishes information to the Illinois State Library for use in compiling its annual statistics on public libraries in Illinois), and the 2011/2012 Annual Report of the City Librarian, which contains a narrative summary of Library activities during the year.

This report was approved and adopted by the Library Board of Trustees of the City of Decatur, Illinois, at the annual Board meeting on May 24, 2012.

  
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Gail Crookshank, Secretary  
Decatur Public Library Board of Trustees



ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR)  
CERTIFICATION PAGE  
FISCAL YEAR 2011/12

Name of Community: Decatur

Name of Library: Decatur Public Library

Fiscal Year Start Date: 05/01/2012

Fiscal Year End Date: 04/30/2013

**INSTRUCTIONS**

1. Print the certification page.
2. Obtain the original signatures.
3. Submit the Certification Page with original signatures, a copy of the completed IPLAR, and all other required attachments directly to the Illinois State Library.

**Certification:**

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with **75 ILCS 5/4-10** (municipal libraries) or **75 ILCS 16/30-65** (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the IPLAR paper copy submitted to the Illinois State Library shall serve as the official file copy.

Affix original signatures (Signatures are required.):

*Lucy Ann Fisher*      6-25-12  
Library Director      Date

*Teena Zindel-Murphy*      6-21-12  
President      Date

*Gene Croftshank*      6-21-12  
Secretary      Date