



Decatur Public Library

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Lee Ann Fisher • City Librarian

May 26, 2011

Honorable Mayor and City Council
City of Decatur
1 Gary K. Anderson Plaza
Decatur, IL 62523

Dear Mayor and Council:

Attached is the Annual Report of the Library Board of Trustees for the fiscal year 2010/2011.

Included with the Annual Report to the Council is the Annual Report to the Illinois State Library, used in the compilation of uniform public library statistics, and the Annual Report of the City Librarian.

The Board of Trustees strives to serve the citizens of Decatur, even in light of a difficult economic situation. The Board recognizes and appreciates the Council/s past support and looks forward to a collaboration that will maintain and improve the services that the people of Decatur have come to expect.

Sincerely,

Teena Zindel-McWilliams, President
Library Board of Trustees

TZM:kb

Cc: City Manager
Finance Director

**ANNUAL REPORT OF THE LIBRARY BOARD OF TRUSTEES
2010/2011**

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, 2011 and is a report of the condition of the Board's trusts on April 30, 2011.

A. STATEMENT OF MONEY RECEIVED--LIBRARY OPERATING FUND

Beginning fund balance, May 1, 2010	312,681.50
Real estate taxes	2,972,477.81
State replacement tax	320,262.91
State grants or other	98,587.25
Fines & fees	47,925.69
Non-resident fees	490.40
Lost & damaged books	10,931.41
Copies and miscellaneous	10,819.12
Meeting room fees	6,965.00
Investment income	1,539.37
Lease of library property	3,000.00
Total	3,785,680.46

B. STATEMENT OF EXPENDITURES--LIBRARY OPERATING FUND

Salaries	1,925,882.73
Overtime	.00
Temporary salaries	1,719.55
Retirement—IMRF/Social Security Payments	317,026.18
Life insurance	3,281.36
Medical insurance	268,454.10
Unemployment Insurance	2,206.68
Worker's compensation	64,071.42
Service recognition	23,485.96

STATEMENT OF EXPENDITURES--LIBRARY OPERATING FUND (continued)

Advertising	51.04
Printing and binding	5,273.51
Services to maintain buildings	34,856.06

Services to maintain improvements	3,600.00
Services to maintain automotive equipment	630.00
Services to maintain office equipment	30,026.05
MIS services (city)	19,391.04
Electricity	159,671.01
Natural gas	1,928.75
Telephone	39,159.48
Water	4,930.18
Banking Service Charges	745.06
Training school	.00
Conferences & travel	800.64
Postage	14,910.98
Computer software	5,585.25
Medical expenses	0
Temporary agency services	0
Tuition reimbursement	1,365.00
Travel interview expenses	0
Professional services	80,803.55
Membership fees	31,254.53
Rental—equipment	525.80
Gasoline	1,254.76
Janitorial supplies	14,162.02
Materials to maintain building	25,952.95
Material to maintain vehicles	426.02
Office supplies	25,640.26
Employee recognition supplies	0
Transfer to general fund	1,200.00
Motor vehicle insurance	2,103.96
Boiler insurance	1,697.04
Property insurance	23,688.96
General liability insurance	7,611.00
Small capital items	13,074.15
Books and periodicals	237,239.05
Division total	3,405,174.51

C. STATEMENT OF EXPENDITURES—LEASE EXPENSES

Service to Maintain Building	275.50
Electricity	6,002.14
Contractual Services	3,210.79
Division total	9,488.43

FUND TOTAL EXPENSES **\$3,414,662.94**

LIBRARY OPERATING FUND BALANCE 4/30/10 **\$371,017.52**

D. STATEMENT OF MONEY RECEIVED AND EXPENDED--BRIDGES FUND

Bridges fund was paid out in 2009/2010 to \$.00 and this account is now closed.

E. STATEMENT OF MONEY RECEIVED AND EXPENDED--CANTONI FUND

Ellen and Peter Cantoni Fund (est. 1983)	
Fund balance 5/1/10	89,461.80
Interest	120.09
Expenditures	.14,022.71
Fund balance 4/30/11	75,559.18

NOTE: Cantoni fund restricted to purchases of books for library from income of fund.

F. STATEMENT OF MONEY RECEIVED AND EXPENDED--MEYER FUND

Margaret Meyer Fund (est. 2000)	
Fund balance 5/1/10	295,724.84
Interest	452.91
Expenditures	965.74
Fund balance 4/30/11	295,212.01

NOTE: Meyer fund restricted to acquisition and maintenance of materials pertaining to the Local History of the City of Decatur and surrounding area.

G. STATEMENT OF MONEY RECEIVED AND EXPENDED - BOOK DONATIONS

Donations for Books	
Fund balance 5/1/10	14,262.34
Income	3,696.96
Expenditures	5,407.47
Fund balance 4/30/11	12,551.83

H. STATEMENT OF ITEMS AVAILABLE

Materials available	2009/10	2010/11
Book volumes	276,165	245,417
Albums	71	71
Audiocassettes, cassettes	2,417	2,406
Microfilm, reels	9,358	9,369
Videocassettes, tapes	7,764	7,509
DVDs	8,665	8,628
Compact discs	9,183	9,015
Books on tape, tapes	1,847	1,561
Books on CD, discs	2,340	2,479
Microfiche, fiches	3,908	3,910
CD-ROMs	155	314
Government documents, all formats	69,932	67,932
Total number of items held at DPL (includes uncataloged/miscellaneous collections)	391,805	407,663

I. STATEMENT OF CIRCULATION

	2009/10	2010/11
Main Library items loaned	638,186	593,111
Extension	61,840	0
TOTAL DPL Circulation	667,340	593,111

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

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 MONEY REQUIRED FOR LIBRARY OPERATION IN 2010/11.

The Library Board will provide the City Council with an estimate of funds required to operate the Library for fiscal year 2012/13 by November 30, 2011. 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 OUTSTANDING LIABILITIES

The library has no outstanding liabilities.

M. OTHER STATISTICS, INFORMATION, AND SUGGESTIONS

Attached are the 2010/2011 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 2010/2011 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 26, 2011.

Dated this 26th day of May 2011.

Darryl Barbee
Darryl Barbee, Secretary
Decatur Public Library Board of Trustees