

# DECATUR PUBLIC LIBRARY

247 EAST NORTH STREET DECATUR, ILLINOIS 62523

ROBERT H. DUMAS, City Librarian



## BOARD OF DIRECTORS MEETING

### AGENDA

JANUARY 21, 1982

- I. CALL TO ORDER  
SHIRLEY MOORE, PRESIDENT
- II. APPROVAL OF MINUTES:
  - A. REGULAR BOARD MEETING NOVEMBER 19, 1981
- III. CITY LIBRARIAN'S REPORT
- IV. REPORTS OF COMMITTEES:
  - A. FINANCE AND PROPERTIES
    1. Approval of November, 1981 Bills
    2. Approval of December, 1981 Bills
    3. Opening of Bids, Evans Branch Library
  - B. PERSONNEL AND PUBLIC RELATIONS
    1. Approval of Indemnity Resolution
    2. Amendment to Code of Library Policy
- V. OLD BUSINESS
- VI. NEW BUSINESS
- VII. ADJOURNMENT

#### MEMBERS EXPECTED TO BE PRESENT:

Mr. Grieve  
Mrs. Jackson  
Mr. Marshall  
Mrs. Moore  
Mr. Mueller  
Mrs. Rossiter  
Mr. Seidman  
Mr. Susler (Tentative)  
Ms. Taylor

DECATUR PUBLIC LIBRARY  
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - January 21, 1982

The regular meeting of the Board of Directors of the Decatur Public Library was held January 21, 1982 in the board room of the main library.

Members Present:

Mr. Grieve  
Mr. Marshall  
Mrs. Moore  
Mr. Mueller  
Mrs. Rossiter  
Mr. Seidman  
Mr. Susler  
Ms. Taylor

Members Absent:

Mrs. Jackson

Others Present:

Mr. Dumas  
Mrs. Hicks  
Lori Miller  
(Herald & Review)  
Jack Reibold  
Miss Schwegman

The meeting was called to order at 4:30 p.m. by the President, Shirley Moore. Mrs. Moore thanked the staff for the lovely Christmas luncheon, stating it was delicious and we appreciated it. Mrs. Moore announced that Lori Miller of the Herald and Review will now be covering our meetings.

Changing the order of the Agenda, Mrs. Moore asked for the opening of bids on the Evans Branch Library. Mr. Marshall opened the one bid received from the Third United Methodist Church. The bid was in the amount of \$20,000 with a cashier's check for \$2,000 enclosed. Mr. Marshall moved the bid of \$20,000 from the Third United Methodist Church be accepted, and Ms. Taylor seconded the motion. Mr. Marshall explained that no formal appraisal of the worth of the building was procured as the cost of such an appraisal was thought to be prohibitive considering the worth of the building; however, we did have a windshield appraisal which indicated the value of the building to be in the neighborhood of \$25,000. Mr. Susler asked how much land is involved and Mrs. Rossiter answered there was very little land - just enough for the parking of approximately 10 cars, and Mr. Mueller agreed. Mr. Marshall stated we did have an inquiry from a commercial user but they did not submit a bid, indicating as the reason for losing interest the lack of parking adjacent to the building. The motion for the acceptance of the Third United Methodist Church bid was approved.

There being no December meeting of the Board, the Minutes of the November 19, 1981 meeting were approved as printed.

In his monthly report to the Board, Mr. Dumas stated circulation has been rather erratic the last two months. November continued the

trend upward established in recent months, but in December there was a radical decline, but the decline may be more apparent than real; however, this cannot be determined until January statistics are available. The computer being up and down the whole month of December resulted in abbreviated statistics for December as there was a great deal of material not properly charged on the computer. Mr. Dumas stated he had called Mr. Stroum, Vice President of Customer Service, CLSI, about the poor service being received and also relative to our missing terminals and light pens. Mr. Stroum assured they were doing all they could to provide good service, but their problem is poor cooperation from the suppliers. They have had an order in for some time for light pen cables, which have not come in, resulting in a great backlog. Mr. Stroum stated as soon as the cables are received, he will send them air freight. Why the CLSI inventory of parts is so small is difficult for me to understand, Mr. Dumas commented. Continuing, Mr. Dumas stated he is now investigating the possibility of placing less reliance on CLSI for terminals and terminal repair by exploring the possibility of buying independently terminals from another manufacturer, after ascertaining their repair capabilities. The possibility of going to another vendor, however, is still in the investigative stage, Mr. Dumas concluded.

Mr. Dumas further reported he had a telephone conversation with a representative of the South Wheatland library board regarding negotiations for a contractual arrangement with this library to supply library service to the South Wheatland township. I got together some figures and presented them to the Finance and Properties Committee, Mr. Dumas informed.

Continuing, Mr. Dumas stated he would like the Minutes to show that notification required by the Illinois Open Meetings Act of the meetings of the Board of Directors has been sent to the media and posted in the Library.

As Chairman of the Finance and Properties Committee, Mr. Marshall moved on behalf of his Committee that bills through November 30, 1981 be approved. Mr. Mueller seconded the motion and it was unanimously approved by a roll-call vote.

Mr. Marshall further moved on behalf of his Committee that bills through December 31, 1981 be approved and Ms. Taylor seconded the motion. Mr. Marshall noted the \$97,185 figure which represents the paying off of the bonds on our present building. Mr. Susler questioned the payment of what he considered to be a high figure for Workman's Compensation insurance. Mr. Marshall explained the Library's insurance coverages are all handled through the City of Decatur, and Mrs. Rossiter noted

that Workman's Comp fees are based on the total payroll, not on total claims made. Mr. Susler suggested the Library might get insurance cheaper independently. Mr. Dumas explained library insurance was purchased separately until about six or seven years ago we began buying through the City and there was a significant savings at that time. Mr. Marshall stated it might be appropriate to take another look at a decision made six or seven years ago and perhaps recap what our coverages are and ask somebody else to bid on them. The motion for the approval of the December bills, as seconded, was unanimously approved by a roll-call vote with Mr. Susler excepting Voucher No. 90364 on Workman's Comp.

As Mr. Dumas indicated earlier in the meeting, we have received an inquiry from the South Wheatland township about providing library service to them, Mr. Marshall informed. They currently participate in the Rolling Prairie system, do not levy for library services, and are faced with the prospect of being thrust out of the RPL system. They were inquiring what we would charge them if they were to seek us to provide service to them, not only here but perhaps a bookmobile stop as well. Mr. Marshall stated his committee had talked about this and recognized South Wheatland does not now levy and to get over 15¢ they would have to have a referendum and once over 15¢, another referendum over 23¢. Mr. Grieve asked if another district should request similar service, would that create a problem, and Mr. Marshall stated we should try for a consistent approach. Mr. Susler asked if a per capita cost figure might be used, and Mr. Marshall stated that the Decatur Library now uses assessed valuation as a criteria. I am not sure we want to propose any action at this time, Mr. Marshall stated, but suggested his Committee meet with representatives of the South Wheatland Board to discuss further the matter. Mrs. Moore asked Mr. Dumas to make arrangements for such a meeting.

Mr. Marshall noted that after July 1 we will be unable to park our bookmobiles on the Rolling Prairie lot. Mr. Dumas is going to check on other possibilities and report back to us.

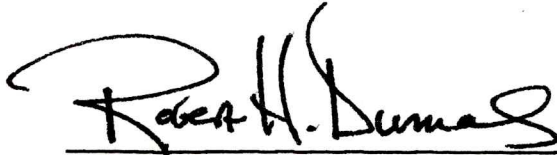
As Chairman of the Personnel and Public Relations Committee, Mr. Grieve moved the adoption of a Resolution providing indemnity for directors and employees as previously distributed. Ms. Taylor seconded the motion. Mr. Marshall stressed the fact that the Library must have ample liability insurance coverage and asked that this be ascertained. After further discussion, the motion was approved. This Resolution becomes a part of these Minutes.

Mr. Grieve further moved the amendment of the Code of Library Policy, Article III, "Personnel" in Paragraph F, Section 2(c)iv governing the use of sick leave by inserting on the first line between "of"

and "sick" the word "undocumented" so that the line reads "On the fourth and subsequent use of undocumented sick leave..." Mr. Susler seconded the motion and it was approved.

Under Old Business, Mr. Marshall noted word has been received that our Per Capita Grant will be in the amount of approximately \$45,000 this year, and we only budgeted for \$20,000. Mr. Dumas stated he has been notified of a slight error in the computation, and the figure will be closer to \$44,000.

The meeting was adjourned at 5:45 p.m.

A handwritten signature in black ink, reading "Robert H. Dumas". The signature is written in a cursive style with a large, sweeping initial "R".

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Robert H. Dumas, City Librarian

For Secretary of the Board

RESOLUTION PROVIDING INDEMNITY FOR  
DIRECTORS AND EMPLOYEES

RESOLVED that the Board of Library Directors of the City of Decatur does hereby bind itself to defend, indemnify and keep and hold harmless the Directors of the Board against suits, claims, damages, losses and expenses, including attorney's fees, arising out of any act or failure to act for which they may be liable while acting as a Director.

RESOLVED that the Board of Library Directors of the City of Decatur, Illinois does hereby bind itself to defend indemnify and keep and hold harmless Library officers, staff and employees against suits, claims, damages, losses and expenses, including attorney's fees, arising out of any act or failure to act for which they may be liable while acting within the scope of employment.

RESOLVED FURTHER that a party receiving any summons or notice of suit or claim shall give notice to the Board within twenty (20) days of the receipt of such summons or notice. In any suit or claim for which the Board is providing a defense the party being defended shall cooperate in the defense of such suit or claim and the Board may make such investigation and settlement as it deems expedient.

Presented and adopted this 21<sup>st</sup> day of January, 1982.

Shirley M. Moore  
President, Library Board of Directors

ATTEST:

Reba J. Jackson  
Secretary

STATISTICAL REPORT

November, 1981

CIRCULATION

	<u>Adult</u>	<u>Youth</u>	<u>Juvenile</u>	<u>Total</u>	<u>Y-Date</u>
Total Books, 1981 -	26,804	2,145	17,226	46,175	348,691
1980 -	24,575	1,673	16,663	42,911	327,550
A-V Materials, 1981 -	2,397	--	223	2,620	17,804
1980 -	1,516	--	143	1,659	10,839
Total Circulation, 1981	29,201	2,145	17,449	48,795	366,495
1980	26,091	1,673	16,806	44,570	338,389

TECHNICAL PROCESSING

Cataloging

New books added	1,529
New titles added	448
Books withdrawn	459
Books mended	895

Acquisitions

Books checked in	2,044
Telephone Directories	137
Pamphlets	629
Gifts	337

Materials in the State of Processing

Materials (physical items) -	943
Titles	- 775

FINANCIAL REPORT

	<u>Budgeted</u>	<u>YTD Expended</u> <u>1980/81</u>	<u>YTD Expended</u> <u>1981/82</u>	<u>P.O.'s</u> <u>Out</u>	<u>Unencumbered</u>
Personal Services	890,099	473,934	518,413	00	371,686
Operating	245,940	93,353	88,228	00	157,712
Capital and Books	191,428	98,461	111,594	00	79,834

STAFF STRENGTH

	<u>Strength</u> <u>Previous Month</u>	<u>Terminations</u>	<u>New Staff</u>	<u>Present</u> <u>Strength</u>
Professional	6	--	--	6
Library Assistants	8 + 4 (320 hrs)	1	--	7 + 4 (320 hrs)
Clerical	21 + 15 (964 hrs)	--	--	21 + 15 (990 hrs)
Maintenance	3	--	--	3

Current Vacancies: 2 Technical Services Clerks I, 1 Supervisor, Technical Services  
2 half-time Library Assistants I

Computer Down-time for Month - None

STATISTICAL REPORT

December, 1981

CIRCULATION

	<u>Adult</u>	<u>Youth</u>	<u>Juvenile</u>	<u>Total</u>	<u>Y-Date</u>
Total Books, 1981 -	18,576	1,435	11,550	31,561	380,252
1980 -	23,293	1,671	13,311	38,275	365,484
A-V Materials, 1981 -	1,754	--	162	1,956	19,760
1980 -	1,420	--	88	1,508	12,347
Total Circulation, 1981 -	20,330	1,435	11,712	33,517	400,012
1980 -	24,713	1,671	13,399	39,783	377,831

TECHNICAL PROCESSING

Cataloging

New books added	1,305
New titles added	508
Books withdrawn	423
Books mended	1,352

Acquisitions

Books checked in	1,536
Telephone Directories	108
Pamphlets	418
Gifts	11

Materials in the State of Processing

Materials (physical items) -	702
Titles -	535

FINANCIAL REPORT

	<u>Budgeted</u>	<u>YTD Expended</u> <u>1980/81</u>	<u>YTD Expended</u> <u>1981/82</u>	<u>P.O.'s</u> <u>Out</u>	<u>Unencumbered</u>
Personal Services	890,099	537,184	617,079	00	273,020
Operating	245,940	104,879	103,517	00	142,423
Capital and Books	191,428	108,554	135,453	00	55,975

STAFF STRENGTH

	<u>Strength</u> <u>Previous Month</u>	<u>Terminations</u>	<u>New Staff</u>	<u>Present</u> <u>Strength</u>
Professional	6	--	--	6
Library Assistants	7 + 4 (320 hrs)	--	2(½)	7 + 6 (480 hrs)
Clerical	21 + 15 (990 hrs)	--	--	21 + 15 (972 hrs)
Maintenance	3	--	--	3

Current Vacancies: 2 Technical Services Clerks I, 1 Supervisor, Technical Services

Computer Down-time for Month - 125½ hours



LIBRARY STATISTICS<sup>1</sup>FY 1980-1981Illinois Cities, Population 70,000 - 125,000

<u>Library</u>	<u>Popu- lation Served</u>	<u>Staff FTE</u>	<u>Transactions*</u>		<u>% Change</u>	<u>Operating Expenditures 1980/81</u>	<u>Materials Expenditures 1980/81</u>
			<u>1980/81</u>	<u>1979/80</u>			
Aurora	81,293	40.8	654,668	602,610	+ 8.6	792,524	128,445
<u>Decatur</u>	<u>94,081</u>	<u>42.2</u>	<u>591,678</u>	<u>571,424</u>	<u>+ 3.5</u>	<u>1,017,389</u> <sup>2</sup>	<u>128,442</u>
Evanston	73,706	53.9	734,669	682,464	+ 7.6	1,334,370	199,372
Gail Borden PLD	74,730	34.1	439,047	427,283	+ 2.7	897,090	125,028
Joliet	77,956	24.4	237,106	228,953	+ 3.5	532,009	89,151
Peoria	124,160	80.0	823,335	785,417	+ 4.8	1,424,513	182,943
Schaumburg	103,920	54.4	751,517	661,582	+13.6	1,112,593	183,212
Springfield	99,637	77.7	810,498	717,975	+12.8	1,672,412	182,042

<sup>1</sup> These data were taken from Illinois Libraries, Vol. 63, No. 9 (Nov., 1981).

<sup>2</sup> \$98,547 for IMRF has been deducted from Decatur Public Library expenditures, the better to compare with figures from other libraries who do not pay contribution to the Retirement Fund.

\* The number of transactions or circulations reported by various libraries may include bulk loans to other institutions for recirculation as well as renewals of material already in circulation as well as other anomalies. The number of renewals will also in some degree depend upon the length of the loan period; libraries with a two-week loan period will likely have a higher percentage of renewals than a library with a three or four week loan period.

Ranged by  
Population

Peoria	124,160
Schaumburg	103,920
Springfield	99,627
<u>Decatur</u>	<u>94,081</u>
Aurora	81,293
Joliet	77,956
Gail Borden	74,730
Evanston	73,706

Ranked by Materials  
Expend. per Capita

Evanston	\$2.70
Springfield	1.82
Schaumburg	1.76
Gail Borden	1.67
Aurora	1.58
Peoria	1.47
<u>Decatur</u>	<u>1.36</u>
Joliet	<u>1.14</u>
avg.	\$1.68

Ranked by Operating  
Expend. per Capita

Evanston	\$18.10
Springfield	16.78
Gail Borden	12.00
Peoria	11.47
<u>Decatur</u>	<u>10.80</u>
Schaumburg	10.70
Aurora	9.74
Joliet	<u>6.82</u>
avg.	\$12.05

Ranked by  
Circulation per cap.

Evanston	9.96
Springfield	8.13
Aurora	8.05
Schaumburg	7.23
Peoria	6.63
<u>Decatur</u>	<u>6.28</u>
Gail Borden	5.87
Joliet	<u>2.93</u>
avg.	6.88*

Ranked by  
Unit Service Cost\*

Joliet	\$2.24
Springfield	2.06
Gail Borden	2.04
Evanston	1.81
Peoria	1.73
<u>Decatur</u>	<u>1.72</u>
Schaumburg	1.48
Aurora	<u>1.21</u>
avg.	\$1.78

Ranked by Materials  
Cost per Circulation

Joliet	\$ .37
Gail Borden	.28
Evanston	.27
Schaumburg	.24
Springfield	.224
Peoria	.222
<u>Decatur</u>	<u>.21</u>
Aurora	<u>.19</u>
avg.	\$ .25

\* Operating expenditures divided by circulation transactions.

Ranked by  
Collection Utilization\*

Schaumburg	3.48
<u>Decatur</u>	<u>2.99</u>
Aurora	2.87
Springfield	2.46
Evanston	2.27
Gail Borden	2.21
Joliet	1.91
Peoria	<u>1.74</u>
avg.	2.49

Ranked by Transactions  
per Staff Member

Aurora	16,045
<u>Decatur</u>	<u>14,020</u>
Schaumburg	13,814
Evanston	13,630
Gail Borden	12,875
Springfield	10,431
Peoria	10,291
Joliet	<u>9,717</u>
avg	12,602

\* Transactions divided by book stock.

Illinois Libraries, 1980/81

Operating Expenditures of \$900,000 - \$1,500,000<sup>1</sup>

Library	Popu- lation Served	Staff FTE	Transactions*		% Change	Operating	Materials
			1980/81	1979/80		Expenditures 1980/81	Expenditures 1980/81
Arlington Hgts	66,116	60.4	997,760	938,876	+ 6.2	\$1,764,985	\$ 327,557
Champaign	58,133	49.1	758,821	644,706	+17.7	988,729	269,389
<u>Decatur</u>	<u>94,081</u>	<u>42.2</u>	<u>591,678</u>	<u>571,424</u>	<u>+ 3.5</u>	<u>1,017,389<sup>2</sup></u>	<u>128,442</u>
Des Plaines	53,568	34.2	481,461	438,372	+ 9.8	922,036	145,911
Elk Grove Vil.	28,907	32.9	283,911	274,059	+ 3.5	929,770	159,039
Evanston	73,706	53.9	734,669	682,464	+ 7.6	1,334,370	199,372
Fountaindale PLF	48,242	34.4	385,080	349,232	+10.2	1,393,565	160,126
Oak Lawn	60,590	42.2	557,084	443,838	+25.5	1,017,638	120,667
Oak Park	54,887	46.2	613,554	567,669	+ 8.0	923,470	151,503
Peoria	124,160	80.0	823,335	785,417	+ 4.8	1,424,513	182,943
Rockford	139,712	63.4	739,508	623,645	+18.5	1,234,433	169,456
Schaumburg	103,920	54.4	751,517	661,582	+13.6	1,112,593	183,212
Skokie	60,278	51.5	539,432	513,916	+ 4.9	1,346,938	205,684
Springfield	99,637	77.7	810,498	717,975	+12.8	1,672,412	182,042

<sup>1</sup> In recent years there has been a growing bias among librarians against comparisons of libraries based on size of community served, inasmuch as such comparisons do not reflect differences in social factors and amount of library support. Since these statistics relating to social factors are not widely collected or disseminated, they cannot be used but of course they are reflected in the extent of support. Comparisons included in this table and the following ones based on it are for libraries in Decatur Public Library budget bracket.

<sup>2</sup> \$98,547 for IMRF has been deducted from Decatur Public Library expenditures, the better to compare with figures reported from other libraries who do not pay contributions to the Retirement Fund from their budgets.

Ranked by  
Population

Rockford	139,712
Peoria	124,160
Schaumburg	101,920
Springfield	99,637
<u>Decatur</u>	<u>94,081</u>
Evanston	73,706
Arlington Hgts	66,116
Oak Lawn	60,590
Skokie	60,278
Champaign	58,133
Oak Park	54,887
Des Plaines	53,563
Fountaindale PLD	48,242
Elk Grove Vil.	28,907

Ranked by Materials  
Expenditures per cap.

Elk Grove Vil.	\$5.50
Arlington Hgts	4.95
Champaign	4.63
Skokie	3.41
Fountaindale PLD	3.31
Oak Park	2.76
Des Plaines	2.72
Evanston	2.70
Oak Lawn	1.99
Springfield	1.82
Schaumburg	1.76
Peoria	1.47
<u>Decatur</u>	<u>1.36</u>
Rockford	<u>1.21</u>
avg	\$2.82

Ranked by Operating  
Expend. per cap.

Elk Grove Vil	\$32.16
Fountaindale PLD	28.88
Arlington Hgts	26.68
Skokie	22.34
Evanston	18.10
Des Plaines	17.21
Champaign	17.00
Oak Park	16.82
Oak Lawn	16.79
Springfield	16.78
Peoria	11.47
<u>Decatur</u>	<u>10.81</u>
Schaumburg	10.70
Rockford	<u>8.83</u>
avg	\$18.18

Ranked by  
Circulation per cap.

Arlington Hgts	15.09
Champaign	13.05
Oak Park	11.17
Evanston	9.96
Elk Grove Vil.	9.82
Oak Lawn	9.19
Des Plaines	8.98
Skokie	8.94
Springfield	8.13
Fountaindale PLD	7.98
Schaumburg	7.23
Peoria	6.63
<u>Decatur</u>	<u>6.28</u>
Rockford	<u>5.29</u>
avg	9.12

Ranked by  
Unit Service Cost\*

Fountaindale PLD	3.61
Elk Grove Vil.	3.27
Skokie	2.49
Springfield	2.06
Des Plaines	1.91
Oak Lawn	1.82
Evanston	1.81
Arlington Hgts	1.76
Peoria	1.73
<u>Decatur</u>	<u>1.71</u>
Rockford	1.66
Oak Park	1.50
Schaumburg	1.48
Champaign	<u>1.30</u>
avg	\$2.00

Ranked by Materials  
Cost per Circulation

Elk Grove Vil.	\$ .56
Fountaindale PLD	.41
Skokie	.38
Champaign	.35
Arlington Hgts	.32
Des Plaines	.30
Evanston	.27
Oak Park	.246
Schaumburg	.243
Rockford	.229
Springfield	.224
Peoria	.222
<u>Decatur</u>	<u>.217</u>
Oak Lawn	<u>.216</u>
avg	\$ .30

\* Operating expenditures divided by circulation transactions

Ranked by  
Collection Utilization\*

Oak Lawn	4.59
Champaign	4.2
Schaumburg	3.48
Fountaindale PLD	3.35
Des Plaines	3.27
Arlington Hgts	3.03
<u>Decatur</u>	<u>2.99</u>
Oak Park	2.92
Elk Grove Vil.	2.8
Springfield	2.46
Rockford	2.38
Evanston	2.27
Peoria	1.74
Skokie	<u>1.55</u>
avg	2.93

Ranked by Transactions  
Per Staff Member

Arlington Hgts	16,519
Champaign	15,454
Des Plaines	14,077
<u>Decatur</u>	<u>14,020</u>
Schaumburg	13,814
Evanston	13,630
Oak Park	13,280
Oak Lawn	13,138
Rockford	11,664
Fountaindale PLD	11,194
Skokie	10,474
Springfield	10,431
Peoria	10,291
Elk Grove Vil.	<u>8,629</u>
avg	12,615

\* Circulation transactions divided by size of collection

Average, All Illinois Libraries

Decatur Public Library

Operating Expenditures per capita	\$10.07	\$10.80	(+ 7.2%)
Materials Expenditures per capita	\$ 1.93	\$ 1.36	(-29.5%)
Circulation per capita	5.62	6.28	(+11.7%)
Unit Service Cost	\$ 1.89	\$ 1.72	(- 8.9%)
Materials Cost per Circulation	\$ .34	\$ .21	(-38.2%)
Collection Utilization	2.05	2.99	(+45.8%)
Transactions per Staff Member	11,439	14,020	(+22.5%)

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

MAY 1, 1981 THRU NOV 30, 1981

REVENUE ITEMS

	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
	312,662.00	0.00	322,839.17	10,177.17-	
101	FUND BALANCE MAY 1, 1981	0.00	1,052,303.00	159,197.00	
101A	CURRENT YEAR TAXES	0.00	0.00	0.00	
524	PRICR YEARS TAXES	0.00	0.00	0.00	
728	INTEREST ON INVESTMENTS	16,919.83	38,046.24	14,046.24-	
728A	LIBRARY FINES & FEES	22,500.00	2,208.15	7,321.24	
729	NON-RESIDENT FEES	1,200.00	204.00	1,937.20	
730	LOST & DAMAGED BOOKS	2,400.00	213.28	1,385.63	
733	PRINTS MADE ON COPY MACHINE	800.00	355.39	484.45	
799	ILL ST PER CAPITA GRANT	20,000.00	0.00	315.55	
	MISCELLANEOUS INCOME	7,500.00	262.69	3,855.57	
	<b>TOTAL REVENUE</b>	<b>1,602,562.00</b>	<b>20,163.34</b>	<b>1,435,818.88</b>	<b>89.60</b>

OBJECT CODE

OBJECT OF EXPENDITURE

BUDGET AND APPROPRIATION

PURCHASE ORDERS OUTSTANDING

CURRENT MONTH EXPENDITURES

YEAR TO DATE EXPENDITURES

UNENCUMBERED BALANCE

% OF EST.

101	REGULAR SALARIES	750,120.00	0.00	58,794.61	436,771.13	313,348.87	
102 A	STRAIGHT OVERTIME	150.00	0.00	0.00	0.00	150.00	
103	RETIREMENT FUND	102,923.00	0.00	7,988.73	59,204.32	43,718.68	
106	ENEMPLOYMENT COMPENSATION	3,435.00	0.00	0.00	1,437.66	1,997.34	
107	HOSPITALIZATION MEDICAL & LIFE INSURANCE	16,977.00	0.00	1,511.13	10,687.51	6,289.49	
109	TEMPORARY SALARIES	16,494.00	0.00	773.84	10,312.36	6,181.64	
201	ADVERTISING	650.00	0.00	0.00	182.10	467.90	
202	PRINTING & BINDING	5,000.00	0.00	522.01	3,410.36	1,589.64	
211	SERVICE TO MAINTAIN BUILDINGS	10,000.00	0.00	0.00	4,539.84	5,060.16	
212	SERVICE MAINTAIN IMPROV OTHR THAN BLDGS	1,000.00	0.00	58.50	316.07	683.93	
214	SERVICE TO MAINTAIN OFFICE EQUIPMENT	12,000.00	0.00	111.00	3,399.09	8,600.91	
215	SERVICE TO MAINTAIN AUTOMOTIVE EQUIPMENT	1,200.00	0.00	10.00	364.40	835.60	
221	AUDITING SERVICES	650.00	0.00	0.00	650.00	0.00	
229	OTHER PROFESSIONAL SERVICES	1,000.00	0.00	0.00	380.00	620.00	
231	ELECTRICITY	43,000.00	0.00	2,866.59	26,060.65	16,939.35	
233	TELEPHONE	13,000.00	0.00	354.12	5,800.73	7,199.26	
234	WATER	500.00	0.00	108.91	300.05	199.95	
241	CONFERENCE AND OTHER TRAVEL EXPENSE	4,476.00	0.00	205.73	2,172.52	2,303.48	
245	POSTAGE	4,000.00	0.00	370.75	2,949.29	1,050.71	
284	PROFESSIONAL ASSOCIATION MEMBERSHIP FEES	1,185.00	0.00	100.00	120.00	1,065.00	
288	RENTALS	5,138.00	0.00	490.50	3,083.00	2,055.00	
310	GAS OIL & ANTIFREEZE	1,800.00	0.00	148.85	1,177.34	622.66	
312	JANITORIAL SUPPLIES	2,500.00	0.00	0.00	1,241.89	1,258.11	
320	MATERIALS TO MAINTAIN BLDNGS & IMPROVMT	9,000.00	0.00	1,172.44	4,861.46	4,138.54	
324	MATERIALS TO MAINTAIN AUTOMOTIVE EQUIP	1,500.00	0.00	4.65	632.18	867.82	
330	MEDICAL & LABORATORY SUPPLIES	5.00	0.00	0.00	0.00	5.00	
345	OFFICE SUPPLIES	16,000.00	0.00	1,399.50	8,422.26	7,577.74	
402	CONTINGENCIES	83,272.00	0.00	0.00	0.00	83,272.00	
403	TRANS TO G F (ADMIN SERV)	16,104.00	0.00	1,342.00	9,394.00	6,710.00	
415	SERVICE RECOGNITION PAYROLL	1,460.00	0.00	75.00	767.50	692.50	
423	INSURANCE	11,500.00	0.00	1,350.72	7,603.62	3,896.38	
	<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,136,039.00</b>	<b>0.00</b>	<b>79,759.58</b>	<b>606,641.34</b>	<b>529,397.66</b>	<b>53.40</b>

OBJECT CODE

OBJECT OF EXPENDITURE

BUDGET AND APPROPRIATION

PURCHASE ORDERS OUTSTANDING

CURRENT MONTH EXPENDITURES

YEAR TO DATE EXPENDITURES

UNENCUMBERED BALANCE

% OF EST.

515	OFFICE MACHINERY & EQUIPMENT	40,928.00	0.00	0.00	20,973.50	19,954.50	
520	OTHER MACHINERY & EQUIPMENT	500.00	0.00	69.00	2,294.99	1,794.99-	
525	LIBRARY BOOKS RECORDS & EXHIBITS	140,000.00	0.00	15,561.13	80,584.62	59,415.38	
525 A	AUDIO VISUAL MATERIALS	10,000.00	0.00	1,461.44	7,741.01	2,258.99	
	<b>TOTAL CAPITAL OUTLAY</b>	<b>191,428.00</b>	<b>0.00</b>	<b>17,091.57</b>	<b>111,594.12</b>	<b>79,833.88</b>	<b>58.30</b>
	<b>TOTAL EXPENDITURES</b>	<b>1,327,467.00</b>	<b>0.00</b>	<b>96,851.15</b>	<b>718,235.46</b>	<b>609,231.54</b>	<b>54.11</b>

ACTIVITY 941A DECATUR PUBLIC LIBRARY BOND & INTEREST FUND

MAY 1, 1981 THRU NOV 30, 1981

REVENUE ITEMS		ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
101	FUND BALANCE MAY 1, 1981	59,481.00	0.00	59,151.71	329.29	
101A	CURRENT YEAR TAXES	88,365.00	0.00	77,363.00	11,002.00	
106	PRIOR YEARS TAXES	0.00	0.00	0.00	0.00	
524	REPLACEMENT TAX	11,698.00	0.00	7,866.00	3,832.00	
	INTEREST ON INVESTMENTS	5,000.00	4,903.93	7,892.10	2,892.10	
	TOTAL REVENUE	164,544.00	4,903.93	152,272.81	12,271.19	92.54

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
58	UNALLOCATED EXPENSES	100.00	0.00	0.00	196.44	96.44-196.44	
410	PRINCIPAL & INTEREST	99,370.00	0.00	0.00	2,185.00	97,185.00	2.20
	TOTAL EXPENDITURES	99,470.00	0.00	0.00	2,381.44	97,088.56	2.39

ACTIVITY 942 DECATUR PUBLIC LIBRARY TRUST FUND

MAY 1, 1981 THRU NOV 30, 1981

REVENUE ITEMS

		ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
1						
2		68,689.00	0.00	68,809.35	120.35-	
3	56	0.00	0.00	200.00	200.00-	
4	524	8,000.00	2,227.59	7,543.99	456.01	
5	799	0.00	0.00	0.00	0.00	
6		76,689.00	2,227.59	76,553.34	135.66	99.82

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
11	58	76,689.00	0.00	0.00	0.00	76,689.00	0.00
12		76,689.00	0.00	0.00	0.00	76,689.00	0.00



MAY 1, 1981 THRU NOV 30, 1981

1	REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
2	731 FUND BALANCE MAY 1, 1981	0.00	0.00	0.00	0.00	
3	TRANS FROM CITY OF DECATUR	0.00	0.00	0.00	0.00	
4	TOTAL REVENUE	0.00	0.00	0.00	0.00	

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ACTIVITY 944 DECATUR PUBLIC TRUST FUND (BRIDGES)

MAY 1, 1981 THRU NOV 30, 1981

REVENUE ITEMS

		ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
1						
2						
3	56	FUND BALANCE MAY 1, 1981	3,461.00	0.00	3,777.82	316.82-
4	524	REVENUE	0.00	0.00	0.00	0.00
5	799	INTEREST ON INVESTMENTS	400.00	3.52	272.44	127.56
6		MISC INCOME	900.00	0.00	0.00	900.00
7		TOTAL REVENUE	4,761.00	3.52	4,050.26	710.74
8						85.07

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
11	58	EXPENDITURES	2,000.00	0.00	0.00	501.27	1,498.73
12		TOTAL EXPENDITURES	2,000.00	0.00	0.00	501.27	1,498.73
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MAY 1, 1981 THRU DEC 31, 1981

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
101 FUND BALANCE MAY 1, 1981	312,662.00	0.00	322,839.17	10,177.17-	
101A CURRENT YEAR TAXES	1,211,500.00	142,660.58	1,194,963.58	16,536.42	
524 PRIOR YEARS TAXES	0.00	0.00	0.00	0.00	
728 INTEREST ON INVESTMENTS	24,000.00	1,665.90	39,712.14	15,712.14-	
728A LIBRARY FINES & FEES	22,500.00	1,840.64	17,019.40	5,480.60	
729 NON-RESIDENT FEES	1,200.00	136.00	2,073.20	873.20-	
730 LOST & DAMAGED BOOKS	2,400.00	111.06	1,496.69	903.31	
733 PRINTS MADE ON COPY MACHINE	800.00	0.00	484.45	315.55	
799 ILL ST PER CAPITA GRANT	20,000.00	0.00	0.00	20,000.00	
MISCELLANEOUS INCOME	7,500.00	178.13	3,822.56	3,677.44	
<b>TOTAL REVENUE</b>	<b>1,602,562.00</b>	<b>146,592.31</b>	<b>1,582,411.19</b>	<b>20,150.81</b>	<b>98.74</b>

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
101	REGULAR SALARIES	750,120.00	0.00	84,856.66	521,627.79	228,492.21	
102 A	STRAIGHT OVERTIME	150.00	0.00	0.00	0.00	150.00	
103	RETIREMENT FUND	102,923.00	0.00	11,510.25	70,714.57	32,208.43	
106	EMPLOYMENT COMPENSATION	3,435.00	0.00	0.00	1,437.66	1,997.34	
107	HOSPITALIZATION MEDICAL & LIFE INSURANCE	16,977.00	0.00	1,478.66	12,166.17	4,810.83	
109	TEMPORARY SALARIES	16,494.00	0.00	821.11	11,133.47	5,360.53	
201	ADVERTISING	650.00	0.00	75.20	237.30	392.70	
202	PRINTING & BINDING	2,000.00	0.00	230.64	3,701.00	1,299.00	
211	SERVICE TO MAINTAIN BUILDINGS	10,000.00	0.00	1,321.20	8,261.04	3,738.96	
212	SERVICE MAINTAIN IMPROV OTHR THAN BLDGS	1,000.00	0.00	21.50	337.57	662.43	
214	SERVICE TO MAINTAIN OFFICE EQUIPMENT	12,000.00	0.00	1,229.03	4,628.12	7,371.88	
215	SERVICE TO MAINTAIN AUTOMOTIVE EQUIPMENT	1,200.00	0.00	1,851.65	2,216.05	1,016.05-	
221	AUDITING SERVICES	650.00	0.00	0.00	650.00	0.00	
229	OTHER PROFESSIONAL SERVICES	1,000.00	0.00	215.00	595.00	405.00	
231	ELECTRICITY	43,000.00	0.00	3,159.49	29,220.14	13,779.86	
233	TELEPHONE	13,000.00	0.00	468.18	6,269.92	6,731.08	
234	WATER	500.00	0.00	0.00	300.05	199.95	
241	CONFERENCE AND OTHER TRAVEL EXPENSE	4,476.00	0.00	308.60	2,481.12	1,994.88	
245	POSTAGE	4,000.00	0.00	400.23	3,349.52	650.48	
284	PROFESSIONAL ASSOCIATION MEMBERSHIP FEES	1,185.00	0.00	850.00	982.00	200.00	
288	RENTALS	5,138.00	0.00	460.50	3,543.50	1,594.50	
310	GAS OIL & ANTIFREEZE	1,800.00	0.00	215.99	1,303.29	406.71	
312	JANITORIAL SUPPLIES	2,500.00	0.00	67.62	1,309.71	1,190.29	
320	MATERIALS TO MAINTAIN BLDNGS & IMPROVMT	9,000.00	0.00	287.46	5,148.92	3,851.08	
324	MATERIALS TO MAINTAIN AUTOMOTIVE EQUIP	1,500.00	0.00	133.72	763.90	734.10	
330	MEDICAL & LABORATORY SUPPLIES	5.00	0.00	0.00	0.00	5.00	
345	OFFICE SUPPLIES	16,000.00	0.00	733.43	9,155.69	6,844.31	
402	CONTINGENCIES	83,272.00	0.00	0.00	0.00	83,272.00	
403	TRANS TO G F (ADMIN SERV)	16,104.00	0.00	1,342.00	10,736.00	5,368.00	
415	SERVICE RECOGNITION PAYROLL	1,460.00	0.00	40.00	807.50	652.50	
423	INSURANCE	11,500.00	0.00	1,801.00	9,404.62	2,095.38	
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,136,039.00</b>	<b>0.00</b>	<b>113,939.28</b>	<b>720,595.62</b>	<b>415,443.38</b>	<b>63.43</b>	

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
515	OFFICE MACHINERY & EQUIPMENT	40,928.00	0.00	9,159.96	30,943.46	9,984.54	
520	OTHER MACHINERY & EQUIPMENT	500.00	0.00	0.00	1,484.99	984.99-	
525	LIBRARY BOOKS RECORDS & EXHIBITS	140,000.00	0.00	14,689.14	95,273.76	44,726.24	
525 A	AUDIO VISUAL MATERIALS	10,000.00	0.00	9.78	7,750.79	2,249.21	
<b>TOTAL CAPITAL OUTLAY</b>	<b>191,428.00</b>	<b>0.00</b>	<b>23,858.88</b>	<b>135,453.00</b>	<b>55,975.00</b>	<b>70.76</b>	
<b>TOTAL EXPENDITURES</b>	<b>1,327,467.00</b>	<b>0.00</b>	<b>137,798.16</b>	<b>856,048.62</b>	<b>471,418.38</b>	<b>64.49</b>	

ACTIVITY 941A DECATUR PUBLIC LIBRARY BOND & INTEREST FUND

MAY 1, 1981 THRU DEC 31, 1981

REVENUE ITEMS		ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
101	FUND BALANCE MAY 1, 1981	59,481.00	0.00	59,151.71	329.29	
101A	CURRENT YEAR TAXES	88,365.00	10,488.09	87,851.09	513.91	
106	PRIOR YEARS TAXES	0.00	0.00	0.00	0.00	
524	REPLACEMENT TAX	11,698.00	0.00	7,866.00	3,832.00	
	INTEREST ON INVESTMENTS	5,000.00	1,709.65	9,601.75	4,601.75-	
	TOTAL REVENUE	164,544.00	12,197.74	164,470.55	73.45	99.96

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
58	UNALLOCATED EXPENSES	100.00	0.00	0.00	196.44	96.44-196.44	
410	PRINCIPAL & INTEREST	99,370.00	0.00	97,185.00	99,370.00	0.00	100.00
	TOTAL EXPENDITURES	99,470.00	0.00	97,185.00	99,566.44	96.44-100.10	

MAY 1, 1981 THRU DEC 31, 1981

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REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
56 FUND BALANCE MAY 1, 1981	68,689.00	0.00	68,809.35	120.35-	
INCOME	0.00	0.00	200.00	200.00-	
524 INTEREST ON INVESTMENTS	8,000.00	0.00	7,543.99	456.01	
799 MISC INCOME	0.00	0.00	0.00	0.00	
TOTAL REVENUE	76,689.00	0.00	76,553.34	135.66	99.82

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
58	EXPENDITURES	76,689.00	0.00	0.00	0.00	76,689.00	0.00
	TOTAL EXPENDITURES	76,689.00	0.00	0.00	0.00	76,689.00	0.00

MAY 1, 1981 THRU DEC 31, 1981

REVENUE ITEMS

		ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
2	731	FUND BALANCE MAY 1, 1981	0.00	0.00	0.00	
3		TRANS FROM CITY OF DECATUR	0.00	0.00	0.00	
4		TOTAL REVENUE	0.00	0.00	0.00	

ACTIVITY 944 DECATUR PUBLIC TRUST FUND (BRIDGES)

MAY 1, 1981 THRU DEC 31, 1981

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
56 FUND BALANCE MAY 1, 1981	3,461.00	0.00	3,777.82	316.82-	
REVENUE	0.00	0.00	0.00	0.00	
524 INTEREST ON INVESTMENTS	400.00	0.00	272.44	127.56	
799 MISC INCOME	900.00	0.00	0.00	900.00	
TOTAL REVENUE	4,761.00	0.00	4,050.26	710.74	85.07

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
58	EXPENDITURES	2,000.00	0.00	0.00	501.27	1,498.73	25.06
	TOTAL EXPENDITURES	2,000.00	0.00	0.00	501.27	1,498.73	25.06

## CITY OF DECATUR, ILLINOIS

## DECATUR PUBLIC LIBRARY

November, 1981

<u>VOU. NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
89172	Postmaster	Postage	7.10
89192	Ill Power Co.	Electricity	2,784.55
89202	Treas-% Employee's Ins Fund	Life & hosp ins	1,511.13
89226	Treas-% Payroll Fund	Pd ending 11-4-81	27,482.05
89239	Addio Buff Co., Inc.	Audio visual supplies	604.60
89252	Postmaster	Postage	300.00
89254	Treas-% Central Service Fund	Gasoline	148.85
89269	Betty Lou Hicks	Travel reimbursement	127.45
89280	Karen A Anderson	"	76.28
89281	American Library Assn.	Books	6.60
89282	" Public Health Assn.	"	40.00
89283	" Radio Relay League	"	50.00
89284	Bilveu's Paint & Glass	Plexiglass	1,055.36
89285	Black & Co.	Hardware supplies	1.75
89286	Dash Disposal	Service for Oct	16.50
89287	Downtown Decatur Council, Inc.	Nov parking	400.00
89288	Encounter	Books	36.50
89289	Haines & Essick	Office supplies	118.51
89290	Ill Power Co.	Gas bill	82.04
89291	Lapidary Journal	Books	34.00
89292	Midstate Office Machines	Repair service	28.00
89293	Nantucket Island Chamber of Commerce	Books	2.00
89294	Susan Newman	"	2.00
89295	Rockingchair	"	12.85
89296	Sangamo Auto Supply	Chain	34.24



<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
89297	Sunt of Documents	Books	41.50
89298	U S Geological Survey	"	16.25
89299	Clem Williams Films, Inc.	Film rental	90.50
89"34	Nicholson Clark & Co.	Boiler & machinery policy	110.00
89"94	Treas-% Payroll Fund	Pd ending 11-11-81	1,916.94
89523	American Library Assn	Dues	115.00
89524	" Specialty & Prom Products	Office supplies	327.85
89525	Andriot Associates	Books	75.00
89526	Audio Buff Co.	Audio visual materials	511.58
89527	Consumers' Research, Inc.	Books	75.00
89528	Demco Educational Corp.	Book trucks	69.00
89529	Dissent	Books	30.00
89530	Encyclopedia Britannica	"	77.50
89531	Gaylord Brothers, Inc.	Office supplies	303.50
89532	Govt Printing Office	Books	2.75
89533	Haines & Essick Co.	Office supplies	221.59
89534	Hosher Friendly Service	Service bookmobile	10.00
89535	Intl Gymnast	Books	80.00
89536	Midstate Office Machines	Repair service	28.00
89537	Money	Books	84.00
89538	Pitney Bowes	Postage meter tape	10.29
89539	Regent Book Co.	Books	66.30
89540	Runner's World	"	39.00
89541	Sackett Publ.	"	2.50
89542	Tri State Trader	"	32.50
89543	Vestal Press Ltd.	"	4.70
89544	Wood Printing Co.	Printed cards	120.00
89545	University Microfilms Intl.	Books	334.03
89546	Zoobooks	"	11.25

<u>U.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
89665	Postmaster	Postage	18.20
89506	Atlas Plumbing	Shipping charges	25.00
89696	Treas-% Payroll Fund	Service recog pay	75.00
89714	Treas-% Petty Cash	Reimbursement	65.36
89717	Treas-% Payroll Fund	Pd ending 11-18-81	28,103.34
89721	Ill Bell Telephone Co.	Telephone charges	354.12
89722	American Library Assn	Books	2.70
89723	Black & Co.	Hardware supplies	4.65
89724	Boland Electric Co.	Lamos	54.15
89725	C Davis Electric	Replaced electrical service	35.00
89726	Gaylord Brothers, Inc.	Office supplies	126.62
89727	Haines & Essick Co.	Office supplies	12.00
89729	Norman Lathrop Enterprises	Books	15.84
89730	Leather Stocking Books	"	11.68
89731	3 M Co.	Serviced sensitizier machine	55.00
89732	Medart Engines & Parts	Books	16.69
89733	Rand McNally Retail Stores	"	5.46
89734	Regent Book Co., Inc.	"	30.20
89735	Rockford Map Publ	"	16.00
89736	Dorothy Sinofsky	Audio visual materials	9.96
89737	Ulverscroft Large Print Book Ltd.	Books	188.00
89738	West Publ Co.	"	31.50
89739	Joyce Media	"	65.55
89741	First National Bank of Decatur	Investment	50,000.00
89743	Citizens National Bank	"	51,174.79
89748	"	"	54,584.49
89773	Treas=% General Operating Fund	Adm charges	1,342.00

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR</u>	<u>AMOUNT</u>
89789	American Library Assn	Books	18.00
89790	" Marketing Assn	"	40.00
89791	Arizona Highways	"	15.00
89792	Decatur Paper House	Office supplies	225.25
89793	Down Beat	Books	23.00
89794	Entwhistle Books	"	3.25
89795	Field & Shorb	Repair service	16.17
89796	Food & Wine	Books	24.00
89797	Intl Health Care Service	"	1.50
89798	Ill Historic Sites Trust Fund	"	2.00
89799	Linn's Stamp News	"	30.00
89800	Travel Insider	"	2.00
89801	Suot of Documents	"	71.75
89802	USA Today	"	56.00
89803	University of Chicago Press	"	25.60
89847	J D Johnson & Son, Inc.	Workmen's Comp Ins	1,240.72
89902	Treas-% Payroll Fund	Pd ending 11-25-81 1	2,066.12
89905	Sanitary Dist of Decatur	Sewer bills	26.16
89909	Treas-% Water Revenue Fund	Water bill	82.75
89917	Audio Buff Co.	Audio visual materials	335.30
89918	Baker & Taylor Company-New York	Books	1,593.52
89919	" Chicago	"	10,811.27
89920	Doubleday & Co.	"	1,148.48
89921	Haines & Essick	Office supplies	18.60
89922	Intl Publ Service	Books	120.36
89923	Library Cards Ltd.	Catalog cards	250.00

<u>DU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
89924	Midwest Microfilm Co.	Copies	151.93
89925	Pengad Companies, Inc.	Office supplies	24.00
89926	U S Govt Printing Office	Books	23.00
89927	West Publ Co.	"	93.95
89980	Treas-% I M R Fund	Nov retirement	7,988.73
		TOTAL	<u>\$252,720.71</u>

## CITY OF DECATUR, ILLINOIS

## Decatur Public Library

December, 1981

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
89997	Treas-% Petty Cash Fund	Reimbursement	79.51
90017	Treas-% Payroll Fund	Pd ending 12-2-81	27,136.34
90034	Treas-% Employee's Ins Fund	Life & hosp ins	1,478.66
90043	Postmaster	Postage	16.20
90050	Ill Power Co.	Power for month	3,146.70
90066	Ill Bell Telephone Co.	Telephone service	122.49
90067	R H Anderson	Books	25.00
90068	Black & Co.	Hardware supplies	8.98
90069	C L Systems, Inc.	Maintenance	1,174.03
90070	Cataloging Dist Service	Books	1,747.00
90071	Children's Better Health Inst.	"	62.25
90072	Decatur Herald & Review	"	187.03
90073	" Paper House	Office supplies	208.99
90074	Deltiologists of America	Books	6.60
90076	Demco Educational Corp.	Office supplies	97.08
90077	Peter Eaton	Office supplies	83.90
90078	Fox Photo	Film	16.40
90079	Greanias & Booth	Legal services	215.00
90080	Haines & Essick	Books	2.51
90081	Human Events	"	25.00
90082	Japan Air Lines	"	2.00
90083	K & R Music, Inc.	Audio visual materials	9.78
90084	Kiplinger Washington Editors, Inc.	Books	42.00
90085	Live Steam, Inc.	"	22.50
90086	Lock Museum of America	"	12.50

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
90087	Mavis Pogue Lumber Co.	Plywood	19.84
90088	Natl Trust for Historic Preservation	Books	10.00
90089	New York Public Library	"	7.50
90090	The Oryx Press	"	51.15
90091	Otis Elevator	2 elevators, maint for 5 mo	1,321.20
90093	Phi Delta Kappa	Books	52.00
90093	Rolling Prairie Library System	Control system payment	875.00
90094	Thornton Welding	Bookmobile repair	212.66
90095	Travel Holiday	Books	29.90
90247	Treas-% Payroll Fund	Pd ending 12-9-81	1,907.65
90251	Postmaster	Postage	300.00
90270	Treas-% Central Service Fund	Gasoline	149.97
90273	American Library Assn	Dues	850.00
90274	C F J	Books	62.82
90275	Canadian Assn of Toy Libraries	Books	6.50
90276	Chicago Tribune	"	59.50
90277	Crown Publishers	"	4.39
90278	Culligan	Rock salt	44.50
90279	George Day & Sons	Paint	150.97
90280	Dash Disposal	Service for month	16.50
90281	Downtown Decatur Council	December parking	400.00
90282	Foreign Policy Assn	Books	15.00
90283	Haines & Essick	Office supplies	162.85
90284	Helm, Inc.	Books	140.80
90285	Jan San Supply Co.	Janitorial supplies	37.32
90286	Los Angeles Times	Books	91.00
90287	F W Means	Laundry service	21.00
90288	Merry Randolph Motor Supply	Automotive parts	17.30

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
90289	Paris Match	Books	80.00
90290	Postmaster	Postage	40.00
90293	Sojourners	Books	30.00
90294	U S Govt Printing Office	"	9.00
90295	The Wild Daisy	Office supplies	15.00
90321	Decatur Herald & Review	Advertising expense	75.20
90364	J D Johnson & Son, Inc.	Workers' Comp ins	1,801.00
90259	Butterick Sewing World	Books	9.97
90498	Treas-% Payroll Fund	Pd ending 12-16-81	27,278.02
90502	Millikin National Bank	Bonds & interest	97,185.00
90517	Treas-% Petty Cash Fund	Reimbursement	55.43
90530	Treas-% Payroll Fund	Service recog pay	40.00
90559	Ill Bell Telephone Co.	Telephone service	345.69
90560	Ill Power Co.	Power bill	12.79
90561	American Library Assn	Books	13.50
90562	Black & Co.	Hardware supplies	15.28
90563	Commerce Clearing House, Inc.	Books	10.00
90564	Customer Services Cataloging Dist.	"	145.00
90565	Decatur Tire Co.	Battery	45.00
90566	Demco Educational Corp.	Office supplies	88.05
90567	Gaylord Brothers, Inc.	"	16.19
90568	General Services Adm	Books	12.00
90569	Horn Book Magazine	"	42.00
90570	3 M Business Products	Microfilm reader printers (2)	7,409.96
90571	Merry Randolph Motor Supply	Automotive parts	5.64
90572	U of Ill.	Books	5.00

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
90596	Black & Co.	Hardware supplies	26.25
90597	Bob's Repair Service	Serviced tractors	108.98
90598	Conde Nast Publ	Books	78.00
90599	Fanfare	"	15.00
90600	Farm Journal	"	16.00
90601	Field & Shorb	Furnace repair parts	4.68
90602	Firestone Stores	Automotive parts	23.81
90603	Heldref Publ	Books	22.00
90604	Indianapolis News	"	55.00
90605	LIFE	"	144.00
90606	3 M Business Products	Serviced microfilm machine	55.00
90607	Home Video	Books	13.97
90608	New Yorker	"	138.00
90609	Parent's Magazine	"	51.85
90748	Treas-% Payroll Fund	Pd ending 12-23-81	2,370.12
90752	Treas-% General Operating Fund	Administrative expense	1,342.00
90754	"	Investment	13,111.41
90769	Citizens Travel Bureau	Airfare	280.50
90770	The Daily Pantagraph	Books	65.00
90771	Dream Home Insulation	Star foam	9.00
90773	Horticulture	Books	36.00
90774	Merry Randolph Motor Supply	Automotive parts	5.01
90775	New York Review	Books	55.50
90776	Variety	"	50.00
90863	Postmaster	Postage	6.10
90879	American Inst of Biological Sciences	Books	43.00



<u>DU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
90880	Armor Products	Books	3.25
90881	Baker & Taylor Co. - New York	"	187.16
90882	" Chicago	"	9,835.30
90883	Baker's Plays	"	240.79
90884	Bob's Repair Service	Automotive parts	65.16
90885	Decatur Herald & Review	Books	68.91
90886	Doubleday & Co.	"	302.95
90887	Franklin Chemical Industries	"	13.90
90888	Garden Way Publ.	"	12.23
90889	Haines & Essick	Books	11.70
90890	Highsmith Co., Inc.	Office supplies	13.06
90891	Hal Leoanrd Publ.	Books	21.47
892	Library Cards Ltd.	Catalogue cards	290.64
90893	Model Airplane News	Books	37.00
90894	Natl Geographic Society	"	13.90
90895	Pitney Bowes	Postage meter payment	57.50
90896	Rolling Prairie Library System	Control system costs	2,432.25
90797	Taplinger Publ Co.	Books	3.80
90899	West Publ Co.	Books	143.50
90928	Citizens National Bank	Investment	90,469.36
90941	Treas-% Payroll Fund	Pd ending 12-30-81	26,985.64
90945	Treas-% I M R Fund	Dec retirement	<u>11,510.25</u>
		TOTAL	<u>\$ 338,576.39</u>