



DECATUR PUBLIC LIBRARY

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**Board of Trustees
FINANCE AND PROPERTIES COMMITTEE
Meeting AGENDA
Wednesday, September 14, 2022
4:30 p.m.
Board Room**

- I. Call to Order** – Jacobie Jones
- II. Approval of Agenda**
- III. Minutes**—August 10, 2022 Meeting
- IV. Written Communications from the Public**
- V. Public Comment-** 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
- VI. Old Business**
 - A. Capital Needs (Discussion)
 - B. Other
- VII. New Business**
 - A. August 2022 Check Register (Action)
 - B. August 2022 Budget Actuals (Discussion)
 - C. FY2022 Budget Projection (Discussion)
 - D. FY2023 Budget (Action)

- E.** AFSCME Collective Bargaining Issue ((**This portion of the meeting may be held in closed session pursuant to 5 ILCS 120 § 2 (c) (2)) (Action Item)**
- F.** Management Salary Increase Matrix (Action)
- G.** Off Duty Police (Discussion)
- H.** Friends of the Library Relocation (Discussion)
- I.** Shelving & Carpet Project (Discussion)
- J.** Other

VIII. Adjournment

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES
Finance and Properties
Minutes

Date: August 10, 2022

Time: 4:30 p.m.

Location: Board Room

Present: Sofia Xethalis (Chair)

Jeffrey Cancienne

Jecobie Jones

Staff: Rick Meyer, City Librarian, Michelle Whitehead, Executive Administrative Assistant, Alissa Henkel, Programs, Resources, & Services

Absent:

Alana Banks

Guests:

Call to Order:

Ms. Xethalis called the meeting to order at 4:30 pm.

Approval of Agenda

Ms. Xethalis requested a motion to approve the agenda. Mr. Jones made a motion to approve the agenda, seconded by Mr. Cancienne. All in favor. The motion was adopted.

Swearing in of Jeff Cancienne

Approval of Minutes: June 8, 2022 meeting minutes

Ms. Xethalis requested a motion to approve the June 8, 2022 meeting minutes. Mr. Jones made a motion to approve the minutes, seconded by Mr. Cancienne. All in favor. The motion was adopted.

Written Communication from the Public: None

Public Comments: None

Old Business

Capital Needs (Discussion) Mr. Meyer stated we still have mud patches that need to be reseeded. This can be done in the Fall or Spring.

New Business

Naming of Committee Chair (Action) Mr. Jones accepted the nomination of Finance and Property Committee Chair.

June and July 2022 Check Registers (Action) Mr. Jones made a motion to send the check registers to the full Board, seconded by Mr. Cancienne. Roll call vote, Mr. Jones, yes, Ms. Xethalis, yes, Mr. Cancienne, yes. All in favor. The motion was adopted.

July 2022 Budget Actuals (Discussion) Mr. Meyer discussed the July budget details. The Cantoni fund has been amended the funds will be accessible next year.

FY2022 Budget Projection (Discussion) Mr. Meyer gave a summary of the budget projections for the remainder of the year.

FY2023 Budget (Discussion) Mr. Meyer is working on the 2023 budget with consideration for staff salaries based on the current inflation rate.

Off-Duty Police Cost (Action) Mr. Meyer stated the cost is quite a bit higher than originally discussed. There is a public safety grant that can help offset the cost. The Library can also reduce the number of manhours used. Mr. Jones made a motion to enter into negotiations to pay City Police with the assistance of grant funds. Mr. Cancienne seconded the motion. Ms. Xethalis requested a roll call vote. Mr. Jones yes, Ms. Xethalis yes, Mr. Cancienne yes. All in favor. The motion was adopted. Mr. Meyer will send incident information to Mr. Cancienne.

Friends of The Library Relocation (Discussion) City Manager Wrighton advised Mr. Meyer that he wanted the FOL to be out of their space by Labor Day to complete the build-out for Workforce Investment. Mr. Meyer is waiting on additional budget numbers regarding the build-out space for the FOL space.

Shelving & Carpet Project (Discussion) Mr. Meyer stated lead times on shelving is about 3 months plus bid time. This project may not be accomplished this year. The project will be phased-in steps.

City Librarian Compensation (Action) Ms. Xethalis requested a motion to table. Mr. Jones made a motion table and discuss at the full board meeting, seconded by Mr. Cancienne.

Adjournment

Ms. Xethalis requested a motion to adjourn at 5:24 pm. Mr. Jones made a motion to adjourn, seconded by Mr. Cancienne. The motion was adopted.

Scribe, Michelle Whitehead, Executive Administrative Assistant

Final 8/10/2022

DATE: 9/6/2022
 TIME: 2:05:34PM

**CITY OF DECATUR
 LIBRARY FUNDS CHECK REGISTER**

FOR INVOICES FROM 8/1/2022 TO 8/31/2022

<u>CHECK NO.</u>	<u>CHECK DATE</u>	<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>CHECK</u>	<u>ACCOUNT DESCRIPTION</u>	
35 LIBRARY FUND						
148472	8/2/2022 12:00:00 AM	BAKER & TAYLOR CO	BOOKS AND ENTERTAINMENT 2022	22.82	BOOKS & PERIODICALS	458000
148506	8/2/2022 12:00:00 AM	JESSICA HILL CONSULTING LLC	SOC WORK JESSICA HILL SUB CONT	1,154.00	OTHER LIBRARY GRANT EXPENSE	433020
148513	8/2/2022 12:00:00 AM	MIDWEST TAPE, LLC	AV AND STREAMING SERVICES	436.32	OFFICE SUPPLIES	434500
					PER CAPITA GRANT EXPENSE	433015
					BOOKS & PERIODICALS	458000
148517	8/2/2022 12:00:00 AM	PEERLESS NETWORK, INC	ACCT 1212890	448.46	TELEPHONE	423300
148547	8/9/2022 12:00:00 AM	AMAZON PAYMENTS	SUPPLIES AND BOOKS	1,262.03	BOOKS & PERIODICALS	458000
					OFFICE SUPPLIES	434500
					OTHER LIBRARY GRANT EXPENSE	433020
			SUPPLIES AND BOOKS		SMALL CAPITAL ITEMS	449900
148553	8/9/2022 12:00:00 AM	BAKER & TAYLOR CO	BOOKS AND ENTERTAINMENT 2022	1,521.00	OFFICE SUPPLIES	434500
					BOOKS & PERIODICALS	458000
148567	8/9/2022 12:00:00 AM	COMMERCIAL MAIL SERVICES	JULY 16 - JULY 31'22	279.65	POSTAGE	424500
148578	8/9/2022 12:00:00 AM	DYNAGRAPHICS	EDITED THE DONOR WALL SIGN	54.66	PROFESSIONAL SERVICES	428000
148580	8/9/2022 12:00:00 AM	ERICKSON DAVIS, ATTORNEYS	LEGAL SERVICES	495.00	PROFESSIONAL SERVICES	428000
148598	8/9/2022 12:00:00 AM	IHLS-OCLC	FY23 OLCL SERVICE FEE	6,887.33	MEMBERSHIP FEES	428400
148622	8/9/2022 12:00:00 AM	MIDWEST TAPE, LLC	AV AND STREAMING SERVICES	261.46	OFFICE SUPPLIES	434500
					PER CAPITA GRANT EXPENSE	433015
148629	8/9/2022 12:00:00 AM	PAETEC	ACCT 633292627001	241.53	TELEPHONE	423300
148653	8/9/2022 12:00:00 AM	THE ACADEMY OF CERTIFIED ARCHIVISTS	R DAMPTZ MEMBERSHIP RENEWAL	75.00	MEMBERSHIP FEES	428400

148670	8/9/2022	12:00:00 AM	WATTS COPY SYSTEMS	698.25		
			SERVICE AND MAINTENANCE OF OFF		SERV-OFFICE EQUIPMENT	421300
148680	8/16/2022	12:00:00 AM	BAKER & TAYLOR CO	6,247.98		
			BOOKS AND ENTERTAINMENT 2022		OFFICE SUPPLIES	434500
					BOOKS & PERIODICALS	458000
148725	8/16/2022	12:00:00 AM	ID LABEL	780.00		
			PATRON CARD W/KEY TAG		OFFICE SUPPLIES	434500
148736	8/16/2022	12:00:00 AM	JESSICA HILL CONSULTING LLC	1,154.00		
			SOC WORK JESSICA HILL SUB CONT		OTHER LIBRARY GRANT EXPENSE	433020
148758	8/16/2022	12:00:00 AM	MH MEDIATE	750.00		
			40USER LICENSE 1YR/ READY FOR ANYTHING		CONFERENCES & TRAVEL	424100
148759	8/16/2022	12:00:00 AM	MIDLAND PAPER COMPANY	1,916.00		
			COPY PAPER		OFFICE SUPPLIES	434500
148761	8/16/2022	12:00:00 AM	MIDWEST TAPE, LLC	902.06		
			AV AND STREAMING SERVICES		OFFICE SUPPLIES	434500
					PER CAPITA GRANT EXPENSE	433015
148784	8/16/2022	12:00:00 AM	REBECCA CAUDILL YOUNG READERS BOOK AV	10.00		
			S BISHOP FY 2023 RENEWAL		MEMBERSHIP FEES	428400
148786	8/16/2022	12:00:00 AM	SCHOLASTIC LIBRARY PUBLISHING	81.36		
			CHILDREN'S BOOKS		BOOKS & PERIODICALS	458000
148824	8/23/2022	12:00:00 AM	BAKER & TAYLOR CO	3,112.56		
			BOOKS AND ENTERTAINMENT 2022		OFFICE SUPPLIES	434500
					BOOKS & PERIODICALS	458000
148838	8/23/2022	12:00:00 AM	CHILDRENS MUSEUM OF ILLINOIS	224.00		
			ZOOMU MEMBERSHIP		OTHER LIBRARY GRANT EXPENSE	433020
148841	8/23/2022	12:00:00 AM	COMMERCIAL MAIL SERVICES	251.29		
			AUG 1 - AUG 15'22		POSTAGE	424500
148893	8/23/2022	12:00:00 AM	MICHALSKI, BRIAN	300.00		
			1 HR ZOOM PRESENTATION/MYSTERIOUS MYANMAR		OTHER LIBRARY GRANT EXPENSE	433020
148896	8/23/2022	12:00:00 AM	MIDWEST TAPE, LLC	309.80		
			AV AND STREAMING SERVICES		OFFICE SUPPLIES	434500
					PER CAPITA GRANT EXPENSE	433015
148906	8/23/2022	12:00:00 AM	PAETEC	57.95		
			ACCT 633318933001		TELEPHONE	423300
148908	8/23/2022	12:00:00 AM	PEERLESS NETWORK, INC	361.15		
			ACCT 1212890		TELEPHONE	423300
148917	8/23/2022	12:00:00 AM	REND LAKE COLLEGE	48.75		
			LOST OR DAMAGED MATERIAL		LOST OR DAMAGED BOOKS	458100
148924	8/23/2022	12:00:00 AM	ST ELMO PUBLIC LIBRARY DISTRICT	7.48		
			LOST OR DAMAGED MATERIAL		LOST OR DAMAGED BOOKS	458100

148925	8/23/2022	12:00:00 AM	STEVE HARGADON (FOR LIBRARY 2.0)	99.00		
			WEBINAR GOOD KIDS BAD BEHAVIORS		CONFERENCES & TRAVEL	424100
148955	8/30/2022	12:00:00 AM	BAKER & TAYLOR CO	3,026.07		
			BOOKS AND ENTERTAINMENT 2022		OFFICE SUPPLIES	434500
					BOOKS & PERIODICALS	458000
148991	8/30/2022	12:00:00 AM	HAPPYORNOT AMERICAS, INC	1,188.00		
			SAAS AND HW - SUBSCRIPTION		PROFESSIONAL SERVICES	428000
148998	8/30/2022	12:00:00 AM	INFO USA MARKETING, INC	355.00		
			CITY DIRECTORIES 2 EDITIONS		PER CAPITA GRANT EXPENSE	433015
149002	8/30/2022	12:00:00 AM	JESSICA HILL CONSULTING LLC	1,442.50		
			SOC WORK JESSICA HILL SUB CONT		OTHER LIBRARY GRANT EXPENSE	433020
149004	8/30/2022	12:00:00 AM	JONES & THOMAS	700.00		
			WEB SERVICES		PROFESSIONAL SERVICES	428000
149005	8/30/2022	12:00:00 AM	KANOPI	383.00		
			LIBRARY STREAMING SERVICE		BOOKS & PERIODICALS	458000
149007	8/30/2022	12:00:00 AM	LIBRARY IDEAS, LLC	1,075.80		
			6 SPANISH LANGUAGE VOX BOOKS		PER CAPITA GRANT EXPENSE	433015
			18 VOX BOOKS JUVENILE		PER CAPITA GRANT EXPENSE	433015
149015	8/30/2022	12:00:00 AM	MIDWEST TAPE, LLC	6,773.16		
			AV AND STREAMING SERVICES		PER CAPITA GRANT EXPENSE	433015
					OFFICE SUPPLIES	434500
149019	8/30/2022	12:00:00 AM	NATIONAL AUDUBON SOCIETY	30.00		
			2023 MEMBERSHIP		PER CAPITA GRANT EXPENSE	433015
149035	8/30/2022	12:00:00 AM	SAM'S CLUB	73.72		
			ACCT 9064		OTHER LIBRARY GRANT EXPENSE	433020
2003656	8/22/2022	12:00:00 AM	DELL INC.	5,295.37		
			POWEREDGE R250 SERVER		SMALL CAPITAL ITEMS	449900
2003657	8/22/2022	12:00:00 AM	DELL INC.	4,630.66		
			POWEREDGE R250 SERVER		SMALL CAPITAL ITEMS	449900
9005388	8/29/2022	12:00:00 AM	DELL INC.	84.39		
			OEM POWER EDGE		SMALL CAPITAL ITEMS	449900
923004993	8/16/2022	12:00:00 AM	REGIONS/CREDIT CARD	4,284.04		
			ACCT 3978		OFFICE SUPPLIES	434500
					OTHER LIBRARY GRANT EXPENSE	433020
					COMPUTER SOFTWARE	424700
					CONFERENCES & TRAVEL	424100

35 LIBRARY FUND Total

59,792.60

59 LIBRARY TRUST FUNDS

148513	8/2/2022	12:00:00 AM	MIDWEST TAPE, LLC	135.00	AV AND STREAMING SERVICES	BOOKS & PERIODICALS	458000
148553	8/9/2022	12:00:00 AM	BAKER & TAYLOR CO	14.75	BOOKS AND ENTERTAINMENT 2022	BOOKS & PERIODICALS	458000
148622	8/9/2022	12:00:00 AM	MIDWEST TAPE, LLC	55.00	AV AND STREAMING SERVICES	BOOKS & PERIODICALS	458000
148680	8/16/2022	12:00:00 AM	BAKER & TAYLOR CO	1,000.03	BOOKS AND ENTERTAINMENT 2022	BOOKS & PERIODICALS	458000
148716	8/16/2022	12:00:00 AM	GAYLORD BROS.	528.90	ALBUM PAGES	ARCHIVAL SUPPLIES	431600
148761	8/16/2022	12:00:00 AM	MIDWEST TAPE, LLC	1,631.15	AV AND STREAMING SERVICES	BOOKS & PERIODICALS	458000
148824	8/23/2022	12:00:00 AM	BAKER & TAYLOR CO	99.82	BOOKS AND ENTERTAINMENT 2022	BOOKS & PERIODICALS	458000
148955	8/30/2022	12:00:00 AM	BAKER & TAYLOR CO	255.71	BOOKS AND ENTERTAINMENT 2022	BOOKS & PERIODICALS	458000
148998	8/30/2022	12:00:00 AM	INFO USA MARKETING, INC	325.00	CITY DIRECTORIES 2 EDITIONS	BOOK AND PERIODICALS	458000
149015	8/30/2022	12:00:00 AM	MIDWEST TAPE, LLC	88.34	AV AND STREAMING SERVICES	BOOKS & PERIODICALS	458000

59 LIBRARY TRUST FUNDS Total 4,133.70

WARRANT TOTAL: 63,926.30

DPL FY 2022 Budget Report

Prepared: August 1, 2022

At the end of July 58% of the year has passed

Revenue

	FY 2022 Budgeted	% of Budget	Actual YTD	% Collected	FY21 YTD	% Change
Property Taxes	\$ 2,842,000	68.7%	\$ 1,688,990.94	59.4%	\$ 1,708,908.06	-1.2%
All Other	\$ 1,292,562	31.3%	\$ 1,255,294.77	97.1%	\$ 913,086.87	37.5%
Total Revenue	\$ 4,134,562		\$ 2,944,285.71	71.2%	\$ 2,621,994.93	12.3%

Expense

	FY 2022 Budgeted	% of Budget	Actual YTD	% Expended	FY21 YTD	% Change
<u>Personnel</u>						
Payroll	\$ 1,644,156		\$ 1,049,724.58		\$ 1,092,103.33	-3.9%
Benefits	\$ 870,336		\$ 563,388.93		\$ 515,628.55	9.3%
	\$ 2,514,492	60.7%	\$ 1,613,113.51	64.2%	\$ 1,607,731.88	0.3%

Library Materials

Books, Periodicals, etc.	\$ 245,000		\$ 212,374.53	86.7%	\$ 250,003.45	-15.1%
Per Capita	\$ 104,020		\$ 15,968.09	15.4%	\$ 16,833.18	-5.1%
Lost/Damage	\$ 2,500.00		\$ 768.43	30.7%	\$ 1,352.19	n/a
Total Materials	\$ 351,520	9.3%	\$ 229,111.05	65.2%	\$ 268,188.82	-14.6%

Professional Services

Professional Services	\$ 102,000		\$ 21,507.42	21.1%	\$ 7,195.99	198.9%
Temp Agency	\$ 500		\$ -	0.0%	\$ 3,531.16	-1
Bank Service Charges	\$ 150		\$ 133.33	88.9%	\$ 271.61	-0.50911
Total	\$ 102,650	2.7%	\$ 21,640.75	21.1%	\$ 10,998.76	96.8%

Allocations

Administrative Fee	\$	108,864		\$	72,576.00	66.7%	\$	83,248.00	-12.8%
MIS	\$	36,684		\$	24,456.00	66.7%	\$	26,744.00	-8.6%
	\$	145,548	3.8%	\$	97,032.00	66.7%	\$	109,992.00	-11.8%

Grants

Other grants	\$	75,000		\$	36,981.03	49.3%	\$	22,699.54	62.9%
	\$	75,000	2.0%	\$	36,981.03	49.3%	\$	22,699.54	62.9%

Advertising	\$	500	0.01%	\$	898.00	179.6%	\$	421.00	113%
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Office Supplies/Maintenance

Printing/Binding	\$	-		\$	-	#DIV/0!	\$	-	#DIV/0!
Postage	\$	5,000		\$	3,028.09	60.6%	\$	3,068.01	-1.3%
Service to Office Equipment	\$	27,000		\$	9,140.49	33.9%	\$	8,567.37	6.7%
Telephone	\$	27,000		\$	11,711.77	43.4%	\$	16,935.52	-30.8%
Software	\$	50,000		\$	32,500.00	65.0%	\$	43,473.93	-25.2%
Office Supplies	\$	40,000		\$	16,456.26	41.1%	\$	17,332.41	-5.1%
Small Capital	\$	45,000		\$	27,022.93	60.1%	\$	6,280.56	330.3%
	\$	194,000	5.1%	\$	99,859.54	51.5%	\$	95,657.80	4.4%

Staff Development

Interview Travel Expense	\$	-		\$	35.48		\$	-	
Conferences/Training/Travel	\$	20,000		\$	10,681.37	53.4%	\$	3,027.00	252.9%
Tuition Reimbursement	\$	4,000		\$	-	0.0%	\$	-	#DIV/0!
Membership	\$	50,000		\$	55,585.39	111.2%	\$	48,639.36	14.3%
	\$	74,000	2.0%	\$	66,302.24	89.6%	\$	51,666.36	28.3%

Insurance

Unemployment	\$	1,056		\$	704.00	66.7%	\$	888.00	-20.7%
Risk Management	\$	95,724		\$	63,816.00	66.7%	\$	47,656.00	33.9%
	\$	96,780	2.6%	\$	64,520.00	66.7%	\$	48,544.00	32.9%

Building Costs

Rent	\$ 589,583.00		\$ 392,920.00	66.6%	\$ 388,128.00	1.2%
Supplies	\$ 150		\$ -	0.0%	\$ 106.11	-100.0%
Maintenace	\$ -		\$ -	#DIV/0!	\$ -	#DIV/0!
Total Building	\$ 589,733	15.6%	\$ 392,920.00		\$ 388,234.11	1.2%
Total Operations/Services	\$ 1,629,731	43.1%	\$ 1,009,264.61	61.9%	\$ 996,402.39	1.3%
Total Expenses	\$ 4,144,223		\$ 2,622,378.12	63.3%	\$ 2,604,134.27	0.7%
Revenue Minus Expense	\$ (9,661)		\$ 321,907.59		\$ 17,860.66	1702.3%

Operating fund

Date	Beginning	Revenue	Expense	Balance Sheet / Equals
1/1/2022	\$ 1,551,583.76	\$ 160,802.87	\$ 318,046.60	\$ - \$ 1,394,340.03
2/1/2022	\$ 1,394,340.03	\$ 47,544.36	\$ 308,843.66	\$ - \$ 1,133,040.73
3/1/2022	\$ 1,133,040.73	\$ 198,431.40	\$ 380,813.40	\$ - \$ 950,658.73
4/1/2022	\$ 950,658.73	\$ 218,692.24	\$ 327,770.85	\$ - \$ 841,580.12
5/1/2022	\$ 841,580.12	\$ 293,190.39	\$ 316,569.96	\$ - \$ 818,200.55
6/1/2022	\$ 818,200.55	\$ 51,332.06	\$ 298,863.78	\$ - \$ 570,668.83
7/1/2022	\$ 570,668.83	\$ 1,678,895.83	\$ 361,853.97	\$ - \$ 1,887,710.69
8/1/2022	\$ 1,887,710.69	\$ 295,396.56	\$ 317,115.90	\$ - \$ 1,865,991.35
9/1/2022	\$ 1,865,991.35			
10/1/2022				
11/1/2022				
12/1/2022				
1/1/2023				

Capital Fund

Revenue Expected: \$250,000

Expense Expected: \$250,000

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2022	\$ 533,466.61	\$ -	\$ -	\$ 533,466.61
2/1/2022	\$ 533,466.61	\$ -	\$ -	\$ 533,466.61
3/1/2022	\$ 533,466.61	\$ 41.81	\$ -	\$ 533,508.42
4/1/2022	\$ 533,508.42	\$ -	\$ -	\$ 533,508.42
5/1/2022	\$ 533,508.42	\$ 30.63	\$ -	\$ 533,539.05

6/1/2022	\$	533,539.05	\$	12.17	\$	-	\$	533,551.22
7/1/2022	\$	533,551.22	\$	-	\$	-	\$	533,551.22
8/1/2022	\$	533,551.22	\$	-	\$	-	\$	533,551.22
9/1/2022	\$	533,551.22						
10/1/2022	\$	-						
11/1/2022	\$	-						
12/1/2022	\$	-						
1/1/2023	\$	-						

**Trust Accounts
Cantoni**

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2022	\$ 58,479.83	\$ -	\$ -	\$ 58,479.83
2/1/2022	\$ 58,479.83	\$ -	\$ -	\$ 58,479.83
3/1/2022	\$ 58,479.83	\$ -	\$ -	\$ 58,479.83
4/1/2022	\$ 58,479.83	\$ -	\$ -	\$ 58,479.83
5/1/2022	\$ 58,479.83	\$ -	\$ -	\$ 58,479.83
6/1/2022	\$ 58,479.83	\$ -	\$ -	\$ 58,479.83
7/1/2022	\$ 58,479.83	\$ -	\$ -	\$ 58,479.83
8/1/2022	\$ 58,479.83	\$ -	\$ -	\$ 58,479.83
9/1/2022	\$ 58,479.83			
10/1/2022	\$ -			
11/1/2022	\$ -			
12/1/2022	\$ -			
1/1/2023	\$ -			

Meyer

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2022	\$ 51,488.14	\$ -	\$ 7,123.57	\$ 44,364.57
2/1/2022	\$ 44,364.57	\$ -	\$ (1,474.16)	\$ 45,838.73
3/1/2022	\$ 45,838.73	\$ -	\$ -	\$ 45,838.73
4/1/2022	\$ 45,838.73	\$ -	\$ 375.00	\$ 45,463.73
5/1/2022	\$ 45,463.73	\$ -	\$ 640.00	\$ 44,823.73
6/1/2022	\$ 44,823.73	\$ -	\$ 70.32	\$ 44,753.41
7/1/2022	\$ 44,753.41	\$ -	\$ -	\$ 44,753.41
8/1/2022	\$ 44,753.41	\$ -	\$ 853.90	\$ 43,899.51
9/1/2022	\$ 43,899.51			

10/1/2022	\$	-
11/1/2022	\$	-
12/1/2022	\$	-
1/1/2023	\$	-

Memorials/Donations

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2022	\$ 20,254.32	\$ 200.00	\$ 15.79	\$ 20,438.53
2/1/2022	\$ 20,438.53	\$ 200.00	\$ 61.30	\$ 20,577.23
3/1/2022	\$ 20,577.23	\$ -	\$ 46.21	\$ 20,531.02
4/1/2022	\$ 20,531.02	\$ -	\$ 3,841.69	\$ 16,689.33
5/1/2022	\$ 16,689.33	\$ 2,260.00	\$ 84.54	\$ 18,864.79
6/1/2022	\$ 18,864.79	\$ 675.00	\$ 32.75	\$ 19,507.04
7/1/2022	\$ 19,507.04	\$ 3,035.00	\$ 7,611.94	\$ 14,930.10
8/1/2022	\$ 14,930.10	\$ 2,490.00	\$ 3,279.80	\$ 14,140.30
9/1/2022	\$ 14,140.30			
10/1/2022	\$ -			
11/1/2022	\$ -			
12/1/2022	\$ -			
1/1/2023	\$ -			

Total	Beginning	Plus Received	Minus Expense	Balance Sheet at Ending	
1/1/2022	\$ 2,146,630.24	\$ 161,002.87	\$ 325,185.96	\$ -	\$ 1,982,447.15
2/1/2022	\$ 1,982,447.15	\$ 47,744.36	\$ 307,430.80	\$ -	\$ 1,722,760.71
3/1/2022	\$ 1,722,760.71	\$ 198,473.21	\$ 380,859.61	\$ -	\$ 1,540,374.31
4/1/2022	\$ 1,540,374.31	\$ 218,692.24	\$ 331,987.54	\$ -	\$ 1,427,079.01
5/1/2022	\$ 1,427,079.01	\$ 295,481.02	\$ 317,294.50	\$ -	\$ 1,405,265.53
6/1/2022	\$ 1,405,265.53	\$ 52,019.23	\$ 298,966.85	\$ -	\$ 1,158,317.91
7/1/2022	\$ 1,158,317.91	\$ 1,681,930.83	\$ 369,465.91	\$ -	\$ 2,470,782.83
8/1/2022	\$ 2,470,782.83	\$ 297,886.56	\$ 321,249.60	\$ -	\$ 2,447,419.79
9/1/2022	\$ 2,447,419.79				
10/1/2022					
11/1/2022					
12/1/2022					
1/1/2023					

Library Operating Revenue

Fund	Budgeted	Projected	Difference
Real Estate Taxes	\$ 2,842,000	\$ 2,617,978	\$ (224,022)
PPRT	\$ 530,722	\$ 1,216,707	\$ 685,985
State Grants or other	\$ 104,020	\$ 104,020	\$ -
Other Grants	\$ 75,000	\$ 49,022	\$ (25,978)
PILOT	\$ 561,120	\$ 561,120	\$ -
Fines	\$ 4,500	\$ 8,482	\$ 3,982
Non-Resident Fee	\$ 150	\$ 191	\$ 41
Lost or Damaged Items	\$ 4,000	\$ 4,352	\$ 352
Copies/Miscellaneous	\$ 11,000	\$ 11,843	\$ 843
Meeting Room Fees	\$ 1,000	\$ 3,411.43	\$ 2,411
Interest Income	\$ -	\$ 52	\$ 52
Investment Income	\$ 1,000	\$ 315	\$ (685)
Sale of Property	\$ -	\$ -	\$ -
Sublease	\$ -	\$ 1,500	\$ 1,500
Miscellaneous Income	\$ 50	\$ -	\$ (50)
Totals	\$ 4,134,562	\$ 4,578,993	\$ 444,431

Expenditures

Fund	Budgeted	Projected	Difference
Salaries	\$ 1,644,156	\$ 1,605,029	\$ 39,127
Overtime	\$ -	\$ -	\$ -
IMRF	\$ 159,403	\$ 143,134	\$ 16,269
FICA/Medicare	\$ 126,958	\$ 122,024	\$ 4,934
Life insurance	\$ 3,045	\$ 2,469	\$ 576
Medical insurance	\$ 565,500	\$ 580,250	\$ (14,750)
Service recognition	\$ 15,430	\$ 14,945	\$ 485
Employee Relocation	\$ -	\$ 7,500	\$ (7,500)
Total Personnel	\$ 2,514,492	\$ 2,475,351	\$ 39,141
Fund	Budgeted		
Unemployment insurance	\$ 1,056	\$ 1,056	\$ -
Advertising	\$ 500	\$ 898	\$ (398)
Printing/binding	\$ -	\$ 0	\$ -
Service to maintain Building	\$ -	\$ 0	\$ -
Service to Office Equipment	\$ 27,000	\$ 23,134	\$ 3,866
IT Services	\$ 36,684	\$ 36,684	\$ -
Telephone	\$ 27,000	\$ 19,339	\$ 7,661
Banking Service Charges	\$ 150	\$ 171	\$ (21)
Conferences/Travel/Continuing Ed	\$ 20,000	\$ 12,936	\$ 7,064
General Fund	\$ 108,864	\$ 108,864	\$ -
Postage	\$ 5,000	\$ 4,321	\$ 679
Computer Software	\$ 50,000	\$ 35,556.97	\$ 14,443
Travel Interview Expense	\$ -	\$ 35	\$ (35)

Temp Agency Services	\$ 500	\$ -	\$ 500
Tuition Reimbursement	\$ 4,000	\$ 4,000	\$ -
Professional Services	\$ 102,000	\$ 77,691	\$ 24,309
Membership Fees	\$ 50,000	\$ 56,295	\$ (6,295)
Materials for Buildings	\$ 150	0	\$ 150
Per Capita Grant	\$ 104,020	\$ 104,020	\$ -
Other Grant	\$ 75,000	\$ 57,391	\$ 17,609
Office Supplies	\$ 40,000	\$ 26,084	\$ 13,916
Risk Management	\$ 95,724	\$ 95,724	\$ -
Small Capital	\$ 45,000	\$ 53,510	\$ (8,510)
Rent	\$ 589,583	\$ 589,583	\$ -
Books & Other Materials	\$ 245,000	\$ 245,000	\$ -
Lost or Damaged	\$ 2,500	\$ 1,018	\$ 1,482
Total operating	\$ 1,629,731	\$ 1,553,310	\$ 76,421
Total expense	\$ 4,144,223	\$ 4,028,661	\$ 115,562
Surplus (deficit)	\$ (9,661.00)	\$ 550,332.00	\$ (559,993)