

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

Thursday, June 15, 2000 4:30 p.m.

AGENDA

- I. Call to order - Shirley Moore, President
- II. Approval of minutes
 - A. Regular meeting of May 25, 2000
 - B. Annual meeting of May 25, 2000
- III. Communication from the public
- IV. City Librarian's report
- V. Reports of committees
 - A. Personnel, Policy, and Public Relations Committee
 1. Meeting of June 6, 2000
 - B. Finance and Properties Committee
 1. Approval of bills for May 2000
 2. No meeting
 - C. Rolling Prairie Library System
 1. Report on June 2000 system board meeting
 - D. Friends of the Library
 1. No meeting
 - E. Foundation
 1. Meeting of May 31, 2000
- VI. Old business
 - A. Collective negotiating matters and lease of real property--closed executive session
- VII. New business
 - A. Closed meeting minutes
 - B. 2001 per capita grant application
 - C. New City Librarian profile
 - D. Ordinance Determining Prevailing Wage Rates
 - E. Request from AFLAC insurance
- VIII. Adjournment

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

May 25, 2000

I. CALL TO ORDER

The meeting was called to order at 4:30 p.m. by Shirley Moore, President. Members present: Mrs. Moore, Sherri Arnold, Wayne Dunning, Mark Gibson, Patricia Greanias, Judi Moss, Russell Reimer, and John Stengel. Absent: Mary Gladney. Staff present: John Moorman, Karen Anderson, and Linda Humphreys. Others present: Fred Puglia.

II. APPROVAL OF MINUTES

The minutes of the meetings of April 20, April 27, and May 16, 2000 were approved as mailed.

III. COMMUNICATION FROM THE PUBLIC

Mr. Puglia, Director of the Decatur Celebration, addressed the issue of the library's flowers being trampled by festival attendees. He proposed covering the flower beds with chicken wire. He will work with a local agency to accomplish that task.

IV. CITY LIBRARIAN'S REPORT

The City Librarian's written report was previously mailed.

Mr. Moorman reported that cracks in the library's boiler were welded.

V. REPORTS OF COMMITTEES

Personnel, Policy, and Public Relations Committee: The committee did not meet.

Finance and Properties Committee: Mr. Stengel made a motion to approve the April 2000 bills. The motion was seconded by Mrs. Greanias and unanimously carried on roll call vote.

The committee met May 9, 2000. Mr. Stengel reported that the committee reviewed the status of the building project. It appears that funds will be available to make the next payment on the building on September 1, 2000.

Rolling Prairie Library System: Mrs. Moore attended the meeting. She said that contract negotiations are underway with DRA.

Friends of the Library: The Friends did not meet this month.

Foundation: The Foundation Board of Directors did not meet.

VI. SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES

Chapters VIII, IX and X were reviewed.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

Mr. Moorman reported that Nims will no longer be using the training room. Richland Community College would like a downtown training center. The consensus was that the Board was not interested in the proposal from Richland Community College.

Mrs. Moore appointed a Search Committee as follows: Mrs. Moore and Mr. Gibson, co-chairs, Mrs. Arnold, Mrs. Greanias, Jerry Bauer (Director of Human Resources for the city of Decatur), Dave Zindel (Librarian at Richland Community College), Ed Walker (President of the Friends of the Library), and Gina Dingman (President of the Foundation Board of Directors). The committee will be charged with choosing the three best applicants to present to the Board. Applications for the position will be accepted through July 19, 2000.

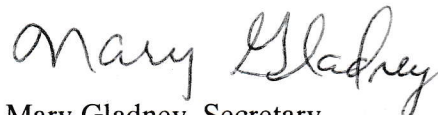
Mrs. Arnold made a motion to adjourn to closed executive session to discuss the lease of real property, collective negotiating matters, and personnel matters. The motion was seconded by Mrs. Greanias and unanimously approved on roll call vote. The Board went into executive session at 5:28 p.m. The meeting was reconvened at 6:00 p.m.

The next meeting of the Personnel, Policy, and Public Relations Committee was rescheduled from June 1 to June 6 at 4:30 p.m.

IX. ADJOURNMENT

Mrs. Moore adjourned the meeting at 6:10 p.m.

Respectfully submitted,



Mary Gladney, Secretary
Decatur Public Library Board of Trustees

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

May 25, 2000

Annual Meeting

I. CALL TO ORDER

The meeting was called to order at 6:10 p.m. by Shirley Moore, President. Members present: Mrs. Moore, Sherri Arnold, Mark Gibson, Patricia Greanias, Judi Moss, and John Stengel. Absent: Wayne Dunning, Mary Gladney, and Russell Reimer. Staff present: John Moorman, Karen Anderson, and Linda Humphreys.

II. ANNUAL REPORT TO THE ILLINOIS STATE LIBRARY

The annual report to the Illinois State Library was reviewed. Mr. Stengel made a motion to approve and submit the report as written. The motion was seconded by Mrs. Greanias and unanimously carried.

III. ANNUAL REPORT OF THE CITY LIBRARIAN

The annual report of the City Librarian was reviewed. Mrs. Moss made a motion to accept and submit the report as written. The motion was seconded by Mrs. Arnold and unanimously carried.

IV. ANNUAL REPORT TO THE CITY COUNCIL

The annual report to the City Council was reviewed. Mr. Stengel made a motion to approve and submit the report as written. The motion was seconded by Mrs. Arnold and unanimously carried.

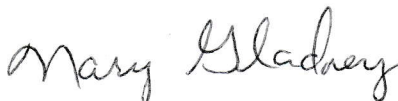
V. NOMINATION OF OFFICERS FOR 2000/2001

Mr. Stengel reported that he and Mrs. Moore proposed the following slate of officers for 2000/2001: Mr. Gibson, President; Mrs. Arnold, Vice President; and Mrs. Gladney, Secretary. Mr. Stengel made a motion to close the nominations and accept the proposed slate of officers by acclamation. The motion was seconded by Mrs. Greanias and unanimously carried.

VI. ADJOURNMENT

Mrs. Moore adjourned the meeting at 6:15 p.m.

Respectfully submitted,



Mary Gladney, Secretary
Decatur Public Library Board of Trustees

City Librarian's Report

For the June 15, 2000 Meeting

of the

Decatur Public Library Board of Trustees

The Disaster Plan committee, under the leadership of Karen Anderson, has completed a draft of the disaster plan for our new building. It was presented to the Personnel, Policies and Public Relations Committee of the Board on June 6 and will be a part of the Board agenda for the June meeting. As a final step in preparing the plan, the committee heard from Jim Chervinko of the Decatur Police Department on procedures to follow when an armed person is outside or inside the building. His presentation was very helpful to the committee. I wish to express appreciation to the Decatur Fire Department, Decatur Police Department and the Macon County Emergency Services and Disaster Agency for their assistance with this important project.

On June 19, Bookmobile 549 will be doing a summer stop at Harris School for a period of six weeks. Harris is one of the Decatur public schools involved in a special summer project called "Bridges", The goal of the program is to improve students' reading skills.

A highlight of the month for the Extension Division, and other library staff, was the visit to the library by a bookmobile being delivered to a library in Idaho. The bookmobile was a twenty-five foot Bluebird model, built by Ohio Bus, with sixteen feet of shelving on each side of the unit. Karen Anderson will be working on specifications for a similar sized unit to present to the Board later this summer. This size is right for a full class of students to use the bookmobile at the same time.

Karen Anderson told stories to twenty-eight fourth graders at Durfee School and George Roberts read to kindergarten classes at Brush College. Karen also read to residents at Aspen Ridge and gave a talk to home care workers at CHELP during the month.

The Extension Division has had to end a popular day care stop due to the high rate of materials being returned damaged. The division is starting several new stops this summer and considering changes to the schedule that might increase the number of weekly stops by the small bookmobile.

Karen Anderson continues to research new methods of providing computer access to the main library collections on the bookmobiles. For years the large bookmobile has had telephone hookup at stops. This is increasing in cost and she has been looking into other technology to see if a better and more cost effective way can be found to provide this

City Librarian's Report

June 15, 2000

Page 2

access. So far possible technology, such as cellular digital packet data, is not available in Decatur.

The backlog in technical services continues to improve. Adult nonfiction is now under one month and other areas are under two months. The division was short staffed during May due to vacations and medical leave. Work continues on the price project and Kay Nims is weeding material for the upcoming book sale. New computers are on order for the technical division.

During May twenty-five groups visited the Children's Division. Pre-school classes came from Mt. Calvary, St. Paul's and Holy Family. Elementary classes came from Garfield, Johns Hill, Oak Grove, Brush College, Harris, John Adams, Dennis, Washington, Franklin and the Lutheran School. There was also a YMCA after school care group. There were twenty-six Baby TALK contacts with 5 baby photos and 6 birthday books being given out. Baby TALK did 8 Lap-Sits and 4 Baby TALK times for 217 parents and children.

Both the Adult Division and Children's Division staff have been writing a weekly new book annotation for the Herald and Review since the beginning of April. These reviews appear in the Friday paper. At least one newspaper reader has approach staff to request a book that has been reviewed.

The 2000 summer reading program "Read For the Fun Of It" started on May 26. There were 196 sign-ups for the program on the first day. By the end of May, 533 individuals had signed up to participate in the program. I wish to commend the children's division staff and their volunteer assistants for the excellent program planned for this summer. I have received many positive comments from library users about the program and the children's area in general.

Christine Stern has resigned from her position as Head of Circulation and her last day at work was June 7. I am in the process of interviewing two finalists for the position and hope to have a new individual hired by the end of the month. During the interim period, Kathy Collett will be responsible for basic departmental operations and I will be assuming responsibility for major scheduling and other issues until I leave on July 5. With the heavier load of summer reading participants this is a very busy time for circulation division staff.

As of Friday, June 9 10.96% of the fiscal year had been completed. Library expenditures and encumbrances stood at 10.4% of budget. During May twenty-seven volunteers gave 286 hours of service to the Library. Volunteers remain an important part

City Librarian's Report

June 15, 2000

Page 3

of the Library. Without their presence, the Local History Room would not be nearly as available for public use as it is currently and many other tasks such as materials delivery to homebound users would not be possible.

There were 129 patrons in the Local History Room during May. Larry Harris is working with T.A. Brinkoetter and Sons to find a solution to the high humidity levels in the room. Some Decatur High materials have been received for the local history collection.

Library staff are discussing increasing the number of CD and videos that can be checked out at one time. The Local History video Playtown USA was duplicated by a local company to make copies available for check-out. Recent CD ordering included this year's Grammy award winning recordings. There were 78 paper, 4 CD ROMs and 28 microfiche checked in to the government documents collection during the month.

Amy Fuller did library displays on "Get Caught Reading" and "Wallflowers" during the month. She also sent out mailings on the Teen Advisory Board and has received some response to the mailings.

This is my last monthly report to the Board, as I will be leaving the Library on July 5. The past eight years have been good years for me and my family. We have enjoyed our time as a part of the Library and the Decatur community. I extend best wishes for the future to the library staff, library board members and city staff.

DECATUR PUBLIC LIBRARY

Monthly Circulation Statistics

May 2000

Location	May 2000	May 1999	% Change
CENTRAL LIBRARY, PRINT			
Adult	18,513	17,805	4.0
Young Adult	927	701	32.2
Children's	10,604	7,828	35.5
TOTAL	30,044	26,334	14.1
EXTENSION PRINT			
Bookmobile 548	5,292	6,600	-19.8
Bookmobile 549	2,006	2,547	-21.2
Outreach	703	334	110.5
TOTAL	8,001	9,481	-15.6
TOTAL PRINT	38,045	35,815	6.2
NON-PRINT			
Videocassettes	5,332	6,039	-11.7
Audiocassettes	1,659	2,139	-22.4
Recordings	1,571	1,749	-10.2
TOTAL	8,562	9,927	-13.8
Extension Non-print	815	858	-5.0
TOTAL NON-PRINT	9,377	10,785	-13.1
Renewals	821	542	51.5
TOTAL CIRCULATION	48,243	47,142	2.3

DECATUR PUBLIC LIBRARY

12 Month Circulation Statistics

May 2000

Location	Current Year	Last Year	% Change
CENTRAL LIBRARY, PRINT			
Adult	246,916	251,513	-1.8
Young Adult	11,943	12,148	-1.7
Children's	157,054	151,086	4.0
TOTAL	415,913	414,747	0.3
EXTENSION PRINT			
Bookmobile 548	81,287	85,965	-5.4
Bookmobile 549	29,422	29,919	-1.7
Outreach	5,500	4,366	26.0
TOTAL	116,209	120,250	-3.4
TOTAL PRINT	532,122	534,997	-0.5
NON-PRINT			
Videocassettes	76,745	85,062	-9.8
Audiocassettes	27,987	30,183	-7.3
Recordings	22,505	23,711	-5.1
TOTAL	127,237	138,956	-8.4
Extension Non-print	10,521	11,275	-6.7
TOTAL NON-PRINT	137,758	150,231	-8.3
Renewals	9,317	8,460	10.1
TOTAL CIRCULATION	679,197	693,688	-2.1

STATISTICAL REPORT
May 2000

TECHNICAL SERVICES

New book volumes added: 2,057
New book titles added: 1,175
AV titles added: 95
Volumes withdrawn: 1,210
Books mended: 577

PERSONNEL ACTIVITY:

6/7/00 Christine Stern, Head of Circulation Division, resigned

CURRENT VACANCIES: Library Page ($\frac{1}{2}$ time), Head of Circulation Division

LIBRARY CARDS: 254 main + 5 extension = 259 new
449 main + 7 extension = 456 re-registrations
715 total library cards for month

PROFESSIONAL ASSISTS: this 12 months to date: 78,014
last 12 months to date: 83,636

PATRONS IN THE BUILDING: this 12 months to date: 314,588
last 12 months to date: 332,923

VOLUMES PURCHASED: this 12 months to date: 18,820
last 12 months to date: 22,470

VOLUNTEERS: 27 volunteers worked 286 hours

COMPUTER USAGE BY LIBRARY PATRONS:

Internet usage: 1117 people, 1936 time slots
Word processing usage: 118 people, 359 time slots

Personnel, Policy and Public Relations Committee
June 6, 2000

Mark Gibson called the meeting to order at 4:30 p.m. Members present: Mr. Gibson, Sherri Arnold, and Patricia Greanias. Absent: Judi Moss and Shirley Moore. Staff present: Linda Humphreys and John Moorman. Others present: Mary Gladney.

Disaster policy: Mr. Moorman said that the final policy will be formatted as a loose-leaf folder with tabs. In the final policy, the evacuation procedure will be further defined. There will also be a reference to the library's bloodborne pathogen policy. Mr. Moorman noted that Karen Anderson chaired the committee to revise the policy and should be thanked for her hard work. The policy will be presented to the Board for approval.

Long range plan: Mr. Moorman reported that a new plan should probably cover three years rather than five. The current long range plan covers 1995-2000. Mr. Gibson will appoint a committee in July.

Casual days: Mr. Moorman reported that the library has been asked several times to participate in "casual days" events for various organizations. The consensus was that casual days are appropriate as a benefit to Decatur non-profit groups with library staff individually choosing whether or not to participate, as long as library staff adhere to appropriate dress. Mr. Moorman will draft a policy and confer with legal counsel on the matter.

Institutional library cards: Mr. Moorman reported that the draft application formalized a procedure the library has done for years. Institutional cards are issued to nursing homes, day care centers, etc. This will be presented to the Board for approval.

Schedule for policy review: A schedule needs to be developed at the next meeting for the coming year.

Fines for bookmobiles: The committee reviewed a proposal from Karen Anderson for a grace period in certain instances on bookmobile materials. This would cover mechanical breakdowns of the bookmobiles, illnesses of the patrons that would prevent them from returning materials, etc. There was discussion about whether this should be a new policy, a change to the circulation policy, or procedural. This was tabled until the next meeting.

Other business: Mr. Moorman reported on the current status of negotiations with the bargaining unit. He also reported that he is very close to a signed agreement for a portion of the lease space.

There was no further business. The meeting was adjourned at 5:30 p.m.

Respectfully submitted,

John A. Moorman, City Librarian

APPLICATION FOR AN INSTITUTIONAL LIBRARY CARD
FROM THE DECATUR PUBLIC LIBRARY

130 N FRANKLIN ST.
DECATUR, IL. 62523
PHONE: 217-424-2900

LIBRARY CARD NUMBER _____ DATE ISSUED _____

NAME OF INSTITUTION _____

ADDRESS/STREET _____

CITY _____ STATE _____ ZIP CODE _____

TYPE OF
INSTITUTION _____

TELEPHONE _____

CONTACT PERSON: (IF DIFFERENT THAN INDIVIDUAL LISTED BELOW)

NAME _____

By signing this application, I agree to abide by the following library rules:

1. The person who signs this application shall have authority to commit the institution and to take responsibility for library materials borrowed on the institution's card. This authorized signatory will be held responsible for materials both as an individual and as the representative of the institution.
2. The institution's card does not expire.
3. The signer of this application will be responsible for notifying the library promptly of any change in the institution's ownership, management, procedures or personnel that may affect the use and/or return of library materials.
4. All library materials must be returned on or before the due date and can be renewed only if they are in good condition and have not been requested by another person.
5. Fines are not charged on institutional cards. The institution will be billed for lost or damaged items.
6. Institutional cards are kept on site at the Decatur Public Library. Any employee who visits the library to borrow materials on the institution's library card must present valid identification that verifies employment at the institution. The Circulation Division keeps a current listing of all institutional library card numbers.

NAME OF INDIVIDUAL APPLYING FOR INSTITUTIONAL CARD:

NAME _____ TITLE _____

HOME ADDRESS/STREET _____

CITY _____ STATE _____ ZIP _____ PHONE _____

STAFF MEMBER RECEIVING APPLICATION:

NAME _____ TITLE _____

DATE OF CONTRACT _____

BILLS AND PAYROLLS FOR PERIOD ENDING 05/31/2000

FUND DECATUR PUBLIC LIBRARY

DATE OF REQUEST	VENDOR	CHECK NUMBER	CHECK DATE	DESCRIPTION	AMOUNT
05/10/2000	TREAS-MEDICAL INSURANCE	E00378	05/10/2000	MEDICAL INSURANCE	6,485.82
05/10/2000	TREAS-NON MEDICAL INS	E00379	05/10/2000	LIFE INSURANCE	35.64
05/10/2000	TREAS-NON MEDICAL INS	E00379	05/10/2000	WORKERS COMPENSATION	597.80
05/10/2000	TREAS-IMRF	E00380	05/10/2000	RETIREMENT-IMRF	8,609.71
05/24/2000	TREAS-MEDICAL INSURANCE	E00401	05/24/2000	MEDICAL INSURANCE	6,699.60
05/24/2000	TREAS-NON MEDICAL INS	E00401	05/24/2000	LIFE INSURANCE	35.64
05/24/2000	TREAS-NON MEDICAL INS	E00401	05/24/2000	WORKERS COMPENSATION	580.72
05/24/2000	TREAS-IMRF	E00402	05/24/2000	RETIREMENT-IMRF	8,711.23
05/01/2000	COMMERCIAL MAIL SERVICES	132360	05/01/2000	POSTAGE	119.60
05/01/2000	TREAS-GENERAL FUND	132581	05/01/2000	TRANSFER TO GENERAL FUND	100.00
05/10/2000	TREAS-SELF INSURANCE FUND	132582	05/10/2000	MOTOR VEHICLE-INSURANCE	280.83
05/10/2000	TREAS-SELF INSURANCE FUND	132582	05/10/2000	BOILER INSURANCE	39.50
05/10/2000	TREAS-SELF INSURANCE FUND	132582	05/10/2000	PROPERTY INSURANCE	1,246.42
05/10/2000	TREAS-SELF INSURANCE FUND	132582	05/10/2000	GENERAL LIABILITY INSURANCE	462.17
05/10/2000	TREAS-MIS OPERATING	132583	05/10/2000	MIS SERVICES	1,907.00
05/11/2000	AMER INST OF PHILANTHROPY	132588	05/11/2000	MAG/PAPERS-MAIN REFERENCE	35.00
05/11/2000	TREAS-FLEET MAINTENANCE	132612	05/11/2000	GASOLINE	242.38
05/11/2000	VIDEO LIBRARIANS	132614	05/11/2000	AV-PHONODICS	47.00
05/15/2000	BAKER & TAYLOR CO	132662	05/15/2000	BOOKS AND PERIODICALS	889.57
05/15/2000	BAKER & TAYLOR CO	132663	05/15/2000	BOOKS AND PERIODICALS	984.85
05/15/2000	BAKER & TAYLOR CO	132664	05/15/2000	BOOKS AND PERIODICALS	1,936.32
05/15/2000	BAKER & TAYLOR CO	132665	05/15/2000	BOOKS AND PERIODICALS	54.12
05/15/2000	BAKER & TAYLOR ENTERTAINMENT	132670	05/15/2000	BOOKS AND PERIODICALS	106.52
05/03/2000	AMERITECH POWER COMPANY	132689	05/15/2000	TELEPHONE	387.20
05/03/2000	ILLINOIS POWER COMPANY	132690	05/15/2000	ELECTRICITY	7,080.47
05/16/2000	BAIRD, JOHN	132730	05/16/2000	PRINTING AND BINDING	73.00
05/16/2000	C & K CUSTOM SIGNS	132732	05/16/2000	PRINTING AND BINDING	265.30
05/16/2000	EZ LAWN CARE	132738	05/16/2000	SERV-BLDGS	180.00
05/16/2000	FIRST NATIONAL BANK OF DECATUR	132740	05/16/2000	MATERIAL-BLDGS	180.00
05/16/2000	FEDERAL COMPANIES	132741	05/16/2000	OTHER PROFESSIONAL SERVICES	35.00
05/16/2000	HIGHSMITH CO., INC.	132743	05/16/2000	OFFICE SUPPLIES	77.00
05/16/2000	HOUGHEN BINDERY LTD	132745	05/16/2000	SMALL CAPITAL ITEMS	323.71
05/16/2000	HOULT, DANNY R.	132746	05/16/2000	PRINTING AND BINDING	491.85
05/16/2000	HEART ELECTRONICS & COMMUN	132747	05/16/2000	OTHER PROFESSIONAL SERVICES	270.00
05/16/2000	IBM	132748	05/16/2000	TELEPHONE	112.50
05/16/2000	LEBEDA MATTRESS FACTORY	132750	05/16/2000	SERV-OFFICE EQUIP	399.23
05/16/2000	MORRELL, STERLING	132750	05/16/2000	MATERIAL-BLDGS	278.76
05/16/2000	MULLCOD USA	132751	05/16/2000	OTHER PROFESSIONAL SERVICES	180.00
05/16/2000	MULLCOD USA	132753	05/16/2000	TELEPHONE	25.22
05/16/2000	RIGSBY, PAUL	132758	05/16/2000	OTHER PROFESSIONAL SERVICES	261.00
05/16/2000	RISK MANAGEMENT ALTERNATIVES	132759	05/16/2000	OTHER PROFESSIONAL SERVICES	36.49
05/16/2000	SLEETH, ALAN	132760	05/16/2000	OTHER PROFESSIONAL SERVICES	261.00
05/16/2000	TAYLOR, DELBERT	132767	05/16/2000	OTHER PROFESSIONAL SERVICES	261.00
05/16/2000	WASBERN COPY SYSTEMS, INC	132769	05/16/2000	OTHER PROFESSIONAL SERVICES	317.00
05/17/2000	EASTERN ILLINOIS UNIVERSITY	132779	05/17/2000	SERV-OFFICE EQUIP	125.00
05/17/2000	GEAC COMPUTERS, INC	132781	05/17/2000	OTHER PROFESSIONAL SERVICE	500.00
05/17/2000	JAN MARCH PRODUCTS/BLANKENSHIP	132783	05/17/2000	COMPUTER SOFTWARE EXPENSE	107.52
05/17/2000	RESEARCH FIELD ELEC. BOLDAN DIV.	132790	05/17/2000	JANITORIAL SUPPLIES	91.40
05/17/2000	SPRINGFIELD CHARLENE & SONS, INC.	132792	05/17/2000	OTHER PROFESSIONAL SERVICES	103.52
05/17/2000	STENDEL, CHARLENE	132794	05/17/2000	MATERIAL-BLDGS	387.69
05/17/2000	T A BRINKKOEETTER & SONS, INC.	132795	05/17/2000	OTHER PROFESSIONAL SERVICES	773.50
05/17/2000	VEACH, GRACE	132798	05/17/2000	MATERIAL-BLDGS	122.61
05/17/2000	WILLIAM STREET PRESS	132799	05/17/2000	TUITION REIMBURSEMENT	149.50
05/17/2000	WILLIAM STREET PRESS	132800	05/17/2000	SERV-OFFICE EQUIP	187.50
05/19/2000	TREAS-PETTY CASH	132848	05/19/2000	PRINTING AND BINDING	19.60
05/19/2000	TREAS-PETTY CASH	132848	05/19/2000	TELEPHONE	19.60
05/19/2000	TREAS-PETTY CASH	132848	05/19/2000	CONFERENCES AND OTHER TRAVEL	23.82
05/19/2000	TREAS-PETTY CASH	132848	05/19/2000	OTHER PROFESSIONAL SERVICES	39.48
05/19/2000	TREAS-PETTY CASH	132848	05/19/2000	PROFESSIONAL MEMBERSHIP FEES	25.00
05/19/2000	TREAS-PETTY CASH	132848	05/19/2000	MATERIAL-BLDGS	19.43
05/19/2000	TREAS-PETTY CASH	132848	05/19/2000	MATERIAL TO MAINT AUTO EQUIP	13.99
05/19/2000	TREAS-PETTY CASH	132848	05/19/2000	OFFICE SUPPLIES	13.08
05/19/2000	TREAS-PETTY CASH	132848	05/19/2000	BOOKS AND PERIODICALS	18.00
05/22/2000	STANBERRY, JOANN	132863	05/22/2000	EMPLOYEE RECOGNITION SUPPLIES	36.25
05/23/2000	TREAS-GENERAL FUND	132881	05/23/2000	POSTAGE	906.24
05/23/2000	TREAS-GENERAL FUND	132881	05/23/2000	MAG/PAPERS-MAIN REFERENCE	165.80
05/25/2000	ASPEN PUBLISHERS, INC	132916	05/25/2000	MAG/PAPERS-MAIN ADULT	398.00
05/25/2000	ADT SECURITY SERVICES	132917	05/25/2000	SERV-BUILDINGS	827.00

BILLS AND PAYROLLS FOR PERIOD ENDING 05/31/2000

FUND	DECATUR PUBLIC LIBRARY	VENDOR	DATE OF REQUEST	AMOUNT	CHECK NUMBER	CHECK DATE	DESCRIPTION
05/25/2000	ALLIANCE LIBRARY SYSTEM			90.00	132918	05/25/2000	CONFERENCES AND OTHER TRAVEL
05/25/2000	BOOTH & ANTOLINE			550.00	132921	05/25/2000	OTHER PROFESSIONAL SERVICES
05/25/2000	COMPUTYPE, INC			508.40	132924	05/25/2000	PRINTING AND BINDING
05/25/2000	CAHNERS PUBLISHING CO			354.00	132925	05/25/2000	ADVERTISING
05/25/2000	DEMCO INC			1,397.33	132928	05/25/2000	OFFICE SUPPLIES
05/25/2000	EMBURY LTD.			791.55	132929	05/25/2000	OFFICE SUPPLIES
05/25/2000	FORDHAM EQUIPMENT			1,305.29	132931	05/25/2000	OFFICE SUPPLIES
05/25/2000	IL STATE LIBRARY			63.10	132934	05/25/2000	BOOKS AND PERIODICALS
05/25/2000	IRWIN, DAYLE			65.75	132935	05/25/2000	BOOKS AND PERIODICALS
05/25/2000	JAN MASTER, INC.			265.30	132936	05/25/2000	JANITORIAL SUPPLIES
05/25/2000	JAN SAN SUPPLY INC.			168.28	132937	05/25/2000	MATERIAL-BLDGS
05/25/2000	MICROTEK			987.00	132945	05/25/2000	SERV-OFFICE EQUIP
05/25/2000	MICROTEK			138.71	132945	05/25/2000	OFFICE SUPPLIES
05/25/2000	MICRO WAREHOUSE			279.89	132948	05/25/2000	SMALL CAPITAL ITEMS
05/25/2000	NEGWER MATERIALS INC.			355.24	132952	05/25/2000	MATERIAL-BLDGS
05/25/2000	RISK MANAGEMENT ALTERNATIVES			105.78	132955	05/25/2000	OTHER PROFESSIONAL SERVICES
05/25/2000	SPEED LUBE #3			71.30	132957	05/25/2000	SERV-BUILDINGS
05/25/2000	3M GNR0733			2,940.00	132961	05/25/2000	SERV-OFFICE EQUIP
05/24/2000	ASSOCIATED OFFICE FURNISHINGS			399.59	132999	05/31/2000	OFFICE SUPPLIES
05/24/2000	D & B REFUSE SERVICE			272.70	133002	05/31/2000	SERV-BUILDINGS
05/31/2000	A B DICK PRODUCTS			136.86	133011	05/31/2000	SERV-BUILDINGS
05/19/2000	AMERITECH CELLULAR			188.54	133012	05/31/2000	TELEPHONE
05/22/2000	BAKER & TAYLOR CO			1,560.67	133017	05/31/2000	BOOKS AND PERIODICALS
05/22/2000	BAKER & TAYLOR CO			1,981.26	133018	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	BAKER & TAYLOR CO			4,415.31	133019	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	BAKER & TAYLOR CO			188.86	133020	05/31/2000	BOOKS AND PERIODICALS
05/19/2000	BRADFIELD'S COMPUTER SUPPLY			244.00	133022	05/31/2000	OFFICE SUPPLIES
05/19/2000	BABY TALK INC.			25.00	133023	05/31/2000	OTHER PROFESSIONAL SERVICES
05/22/2000	BAKER & TAYLOR ENTERTAINMENT			1,755.93	133025	05/31/2000	BOOKS AND PERIODICALS
05/22/2000	BAKER & TAYLOR PAPER CO			127.11	133025	05/31/2000	OFFICE SUPPLIES
05/31/2000	C & K CUSTOM SIGNS			37.54	133042	05/31/2000	PRINTING AND BINDING
05/19/2000	CRIMSON MULTIMEDIA DIST, INC.			59.74	133054	05/31/2000	BOOKS AND PERIODICALS
05/19/2000	HERALD & REVIEW			200.00	133061	05/31/2000	PRINTING AND BINDING
05/19/2000	HERALD & REVIEW			102.51	133061	05/31/2000	BOOKS AND PERIODICALS
05/19/2000	GAYLORD BROS.			678.21	133083	05/31/2000	OFFICE SUPPLIES
05/19/2000	THE GALE GROUP			579.00	133087	05/31/2000	BOOKS AND PERIODICALS
05/19/2000	HOULEY DANNY R.			70.00	133098	05/31/2000	OTHER PROFESSIONAL SERVICES
05/19/2000	AMERITECH			1,172.63	133101	05/31/2000	TELEPHONE
05/31/2000	AMERITECH			1,172.29	133102	05/31/2000	TELEPHONE
05/22/2000	INGRAM LIBRARY SERVICES			38.98	133110	05/31/2000	BOOKS AND PERIODICALS
05/19/2000	LIBRARY VIDEO CD			41.95	133121	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	MILLER PRODUCTS COMPANY			373.60	133127	05/31/2000	JANITORIAL SUPPLIES
05/31/2000	MORRELL, STERLING			270.00	133145	05/31/2000	JANITORIAL SUPPLIES
05/19/2000	NORRELL SERVICES, INC.			2,471.16	133155	05/31/2000	OTHER PROFESSIONAL SERVICES
05/19/2000	OMNIGRAPHICS, INC			115.10	133157	05/31/2000	TEMP PERSONNEL SERVICES
05/19/2000	REGENT BOOK CO			49.59	133179	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	RIGSBY, PAUL			90.00	133180	05/31/2000	BOOKS AND PERIODICALS
05/08/2000	STREIGLOS/HAINES & ESSICK			22.95	133190	05/31/2000	OFFICE SUPPLIES
05/31/2000	SLEETH, ALAN			180.00	133203	05/31/2000	OTHER PROFESSIONAL SERVICES
05/22/2000	TIME LIFE EDUCATION INC.			14.96	133214	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	TAYLOR, DELBERT			180.00	133219	05/31/2000	OTHER PROFESSIONAL SERVICES
05/31/2000	WEST GROUP			413.25	133231	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	WHOLESALE BUSINESS MACHINES			335.00	133235	05/31/2000	OFFICE SUPPLIES
05/22/2000	WHEELER PUBLISHING INC.			1,940.00	133236	05/31/2000	BOOKS AND PERIODICALS
	TOTAL			89,321.31			

BILLS AND PAYROLLS FOR PERIOD ENDING 05/31/2000

FUND	DECATUR PUBLIC LIBRARY	VENDOR	DATE OF REQUEST	AMOUNT	CHECK NUMBER	CHECK DATE	DESCRIPTION
05/25/2000	ALLIANCE LIBRARY SYSTEM			90.00	132918	05/25/2000	CONFERENCES AND OTHER TRAVEL
05/25/2000	BOOTH & ANTOLINE			550.00	132921	05/25/2000	OTHER PROFESSIONAL SERVICES
05/25/2000	COMPUTYPE, INC			508.40	132924	05/25/2000	PRINTING AND BINDING
05/25/2000	CAHNERS PUBLISHING CO			354.00	132925	05/25/2000	ADVERTISING
05/25/2000	DEMCO INC			1,397.33	132928	05/25/2000	OFFICE SUPPLIES
05/25/2000	EMBURY LTD.			791.55	132929	05/25/2000	OFFICE SUPPLIES
05/25/2000	FORDHAM EQUIPMENT			1,305.29	132931	05/25/2000	OFFICE SUPPLIES
05/25/2000	IL STATE LIBRARY			63.10	132934	05/25/2000	BOOKS AND PERIODICALS
05/25/2000	IRWIN, DAYLE			65.75	132935	05/25/2000	BOOKS AND PERIODICALS
05/25/2000	JAN MASTER, INC.			265.30	132936	05/25/2000	JANITORIAL SUPPLIES
05/25/2000	JAN SAN SUPPLY INC.			168.28	132939	05/25/2000	MATERIAL-BLDGS
05/25/2000	MICROTEK			987.00	132945	05/25/2000	SERV-OFFICE EQUIP
05/25/2000	MICROTEK			138.71	132945	05/25/2000	OFFICE SUPPLIES
05/25/2000	MICRO WAREHOUSE			279.89	132948	05/25/2000	SMALL CAPITAL ITEMS
05/25/2000	NEGWER MATERIALS INC.			355.24	132952	05/25/2000	MATERIAL-BLDGS
05/25/2000	RISK MANAGEMENT ALTERNATIVES			105.78	132955	05/25/2000	OTHER PROFESSIONAL SERVICES
05/25/2000	SPEED LUBE #3			71.30	132957	05/25/2000	SERV-BUILDINGS
05/25/2000	3M GNR0733			2,940.00	132961	05/25/2000	SERV-OFFICE EQUIP
05/24/2000	ASSOCIATED OFFICE FURNISHINGS			399.59	132999	05/31/2000	OFFICE SUPPLIES
05/24/2000	D & B REFUSE SERVICE			272.70	133002	05/31/2000	SERV-BUILDINGS
05/31/2000	A B DICK PRODUCTS			136.86	133011	05/31/2000	SERV-BUILDINGS
05/19/2000	AMERITECH CELLULAR			188.54	133012	05/31/2000	TELEPHONE
05/22/2000	BAKER & TAYLOR CO			1,560.67	133017	05/31/2000	BOOKS AND PERIODICALS
05/22/2000	BAKER & TAYLOR CO			1,981.26	133018	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	BAKER & TAYLOR CO			4,415.31	133019	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	BAKER & TAYLOR CO			188.86	133020	05/31/2000	BOOKS AND PERIODICALS
05/19/2000	BRADFIELD'S COMPUTER SUPPLY			244.00	133022	05/31/2000	OFFICE SUPPLIES
05/19/2000	BABY TALK INC.			275.00	133023	05/31/2000	OTHER PROFESSIONAL SERVICES
05/22/2000	BAKER & TAYLOR ENTERTAINMENT			1,755.93	133025	05/31/2000	BOOKS AND PERIODICALS
05/22/2000	BAKER & TAYLOR PAPER CO			127.11	133026	05/31/2000	OFFICE SUPPLIES
05/31/2000	C & K CUSTOM SIGNS			37.54	133042	05/31/2000	PRINTING AND BINDING
05/19/2000	CRIMSON MULTIMEDIA DIST, INC.			59.74	133054	05/31/2000	BOOKS AND PERIODICALS
05/19/2000	HERALD & REVIEW			200.00	133061	05/31/2000	PRINTING AND BINDING
05/19/2000	HERALD & REVIEW			102.51	133061	05/31/2000	BOOKS AND PERIODICALS
05/19/2000	GAYLORD BROS.			678.21	133083	05/31/2000	OFFICE SUPPLIES
05/19/2000	THE GALE GROUP			579.00	133087	05/31/2000	BOOKS AND PERIODICALS
05/19/2000	HOULEY DANNY R.			70.00	133098	05/31/2000	OTHER PROFESSIONAL SERVICES
05/19/2000	AMERITECH			1,172.63	133101	05/31/2000	TELEPHONE
05/31/2000	AMERITECH			1,172.29	133102	05/31/2000	TELEPHONE
05/22/2000	INGRAM LIBRARY SERVICES			38.98	133110	05/31/2000	BOOKS AND PERIODICALS
05/19/2000	LIBRARY VIDEO CD			41.95	133121	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	MILLER PRODUCTS COMPANY			373.60	133127	05/31/2000	JANITORIAL SUPPLIES
05/31/2000	MORRELL, STERLING			270.00	133145	05/31/2000	JANITORIAL SUPPLIES
05/19/2000	NORRELL SERVICES, INC.			2,471.16	133155	05/31/2000	OTHER PROFESSIONAL SERVICES
05/19/2000	OMNIGRAPHICS, INC			115.10	133157	05/31/2000	TEMP PERSONNEL SERVICES
05/19/2000	REGENT BOOK CO			49.59	133179	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	RIGSBY, PAUL			90.00	133180	05/31/2000	BOOKS AND PERIODICALS
05/08/2000	STREIGLOS/HAINES & ESSICK			22.95	133190	05/31/2000	OFFICE SUPPLIES
05/31/2000	SLEETH, ALAN			180.00	133203	05/31/2000	OTHER PROFESSIONAL SERVICES
05/22/2000	TIME LIFE EDUCATION INC.			14.96	133214	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	TAYLOR, DELBERT			180.00	133219	05/31/2000	OTHER PROFESSIONAL SERVICES
05/31/2000	WEST GROUP			413.25	133231	05/31/2000	BOOKS AND PERIODICALS
05/31/2000	WHOLESALE BUSINESS MACHINES			335.00	133235	05/31/2000	OFFICE SUPPLIES
05/22/2000	WHEELER PUBLISHING INC.			1,940.00	133236	05/31/2000	BOOKS AND PERIODICALS

TOTAL 89,321.31

BILLS AND PAYROLLS FOR PERIOD ENDING 05/31/2000

FUND	DATE OF REQUEST	VENDOR	AMOUNT	CHECK NUMBER	CHECK DATE	DESCRIPTION
1						
2						
3						
4	05/31/2000	BAKER & TAYLOR CO	12.73	133019	05/31/2000	BOOKS AND PERIODICALS
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						
33						
34						
35						
36						
37						
38						
39						
40						
41						
42						
43						
44						
45						
46						
47						
48						
49						
50						
51						
52						
53						
54						
55						
56						
57						
58						
59						
60						
61						
62						
63						
64						
65						
66						
67						
68						
69						
70						
71						
72						
73						
74						
75						
76						
77						
78						
79						
80						
81						
82						
83						
84						
85						
86						
87						
88						
89						
90						
91						
92						
93						
94						
95						
96						
97						
98						
99						
100						
101						
102						
103						
104						
105						
106						
107						
108						
109						
110						
111						
112						
113						
114						
115						
116						
117						
118						
119						
120						
121						
122						
123						
124						
125						
126						
127						
128						
129						
130						
131						
132						
133						
134						
135						
136						
137						
138						
139						
140						
141						
142						
143						
144						
145						
146						
147						
148						
149						
150						
151						
152						
153						
154						
155						
156						
157						
158						
159						
160						
161						
162						
163						
164						
165						
166						
167						
168						
169						
170						
171						
172						
173						
174						
175						
176						
177						
178						
179						
180						
181						
182						
183						
184						
185						
186						
187						
188						
189						
190						
191						
192						
193						
194						
195						
196						
197						
198						
199						
200						
201						
202						
203						
204						
205						
206						
207						
208						
209						
210						
211						
212						
213						
214						
215						
216						
217						
218						
219						
220						
221						
222						
223						
224						
225						
226						
227						
228						
229						
230						
231						
232						
233						
234						
235						
236						
237						
238						
239						
240						
241						
242						
243						
244						
245						
246						
247						
248						
249						
250						
251						
252						
253						
254						
255						
256						
257						
258						
259						
260						
261						
262						
263						
264						
265						

ACCT. NO.	DPL-EQUIP REPLACEMENT FUND DESCRIPTION	PERIOD ENDING 20000531	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE	% REAL
	INTER GOVERNMENTAL REVENUE							
30200-107	STATE GRANTS OR OTHER		1,000.00	.00	1,000.00	.00	1,000.00-	
	TOTAL		1,000.00	.00	1,000.00	.00	1,000.00-	
	INVESTMENT INCOME							
30700-101	INVESTMENT INTEREST		2.58	.00	2.58	.00	2.58-	
	TOTAL		2.58	.00	2.58	.00	2.58-	
	FUND TOTAL		1,002.58	.00	1,002.58	.00	1,002.58-	

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCNT COMM
	40000 EXPENSES								
	800 BOOKS AND PERIODICALS		12.73	12.73	0	12.73-	.00	12.73-	
	TOTAL		12.73	12.73	0	12.73-	.00	12.73-	
	** DIVISION TOTAL **		12.73	12.73	0	12.73-	.00	12.73-	

DECATUR PUBLIC LIBRARY

PERIOD ENDING 20000531

ACCT. NO.	DESCRIPTION	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE REAL	% REAL
FUND BALANCE							
30001-000	BEGINNING FUND BALANCE	279,454.77	20,928.33	279,454.77	251,140.00	28,314.77-	111
TOTAL		279,454.77	20,928.33	279,454.77	251,140.00	28,314.77-	111
TAXES							
30100-107	PROPERTY TAX-LIBRARY	.00	210,492.50	.00	2,525,910.00	2,525,910.00	
TOTAL		.00	210,492.50	.00	2,525,910.00	2,525,910.00	
INTER GOVERNMENTAL REVENUE							
30200-104	REPLACEMENT TAX	24,324.71	20,833.33	24,324.71	250,000.00	225,675.29	9
30200-107	STATE GRANTS OR OTHER	.00	8,666.67	.00	104,000.00	104,000.00	
TOTAL		24,324.71	29,500.00	24,324.71	354,000.00	329,675.29	6
FINES AND FEES							
30500-509	LIBRARY FINES AND FEES	2,652.00	6,166.67	2,652.00	74,000.00	71,348.00	3
30500-510	LIBRARY NON-RESIDENT FEES	100.00	41.97	100.00	500.00	400.00	20
30500-511	LIBRARY LOST AND DAMAGED BOOKS	215.45	333.33	215.45	4,000.00	3,784.55	5
30500-514	VERIFAX	.00	145.83	.00	1,750.00	1,750.00	
30500-515	RESERVES	743.60	708.33	743.60	8,500.00	7,756.40	8
TOTAL		3,711.05	7,395.83	3,711.05	88,750.00	85,038.95	4
TRANSFERS FROM							
30600-752	TRANS FR WALMART TIF	.00	500.00	.00	6,000.00	6,000.00	
TOTAL		.00	500.00	.00	6,000.00	6,000.00	
INVESTMENT INCOME							
30700-101	INVESTMENT INTEREST	911.72	3,166.67	911.72	38,000.00	37,088.28	2
TOTAL		911.72	3,166.67	911.72	38,000.00	37,088.28	2
OTHER INCOME							
30800-805	CONTRIBUTIONS AND DONATIONS	300.00	291.67	300.00	3,500.00	3,200.00	8
30800-899	MISCELLANEOUS INCOME	.00	250.00	.00	3,000.00	3,000.00	
TOTAL		300.00	541.67	300.00	6,500.00	6,200.00	4
FUND TOTAL		308,702.25	272,525.00	308,702.25	3,270,300.00	2,961,597.75	9

REPORT OF EXPENDITURES TO BUDGET FY 2000-2001

40000 DECATUR PUBLIC LIBRARY FUND 20 DECATUR PUBLIC LIBRARY 05/31/2000

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	FY-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PERCENT COMM
SALARIES & WAGES									
090	REGULAR SALARIES	1,578,479	96,937.45	96,937.45	131,539	1,481,541.55	.00	1,481,541.55	6.1
092	HOLIDAYS	0	2,713.75	2,713.75	0	2,713.75	.00	2,713.75	
094	OTHER LEAVE WITH PAY	0	237.06	237.06	0	237.06	.00	237.06	
096	SICK TIME	0	5,960.69	5,960.69	0	5,960.69	.00	5,960.69	
098	VACATION TIME	0	9,626.09	9,626.09	0	9,626.09	.00	9,626.09	
PERSONAL SERVICES									
101	OVERTIME	10,900	626.80	626.80	908	10,273.20	.00	10,273.20	5.8
102	TEMPORARY SALARIES	41,774	2,186.92	2,186.92	3,481	39,587.08	.00	39,587.08	7.3
104	RETIREMENT-TRAF	237,629	17,320.94	17,320.94	19,802	220,308.06	.00	220,308.06	7.7
111	LIFE INSURANCE	924	71.28	71.28	777	852.72	.00	852.72	6.9
112	MEDICAL INSURANCE	189,897	13,185.42	13,185.42	15,824	176,711.58	.00	176,711.58	12.0
114	WORKERS COMPENSATION	9,794	1,178.52	1,178.52	816	8,615.48	.00	8,615.48	9.6
115	SERVICE RECOGNITION	8,750	844.32	844.32	729	7,905.68	.00	7,905.68	7.1
CONTRACTUAL SERVICES									
201	ADVERTISING	250	352.00	352.00	20	102.00	.00	102.00	140.8
202	PRINTING AND BINDING	14,000	1,610.59	1,610.59	1,166	12,389.41	1,339.87	11,049.54	21.1
210	SERV-BUILDINGS	12,000	2,124.50	2,124.50	1,000	9,875.50	3,264.00	6,611.50	44.9
211	SERV-IMPROVEMENTS	200	.00	.00	16	200.00	.00	200.00	
212	SERV-AUTO EQUIPMENT	3,000	.00	.00	250	3,000.00	.00	3,000.00	
213	SERV-OFFICE EQUIP	10,000	4,905.09	4,905.09	833	5,094.91	280.85	4,814.06	51.9
230	MIS SERVICES	22,884	1,907.00	1,907.00	1,907	20,977.00	.00	20,977.00	8.3
231	ELECTRICITY	80,000	7,080.47	7,080.47	6,666	72,919.53	.00	72,919.53	8.9
232	GAS	13,500	1,125.00	1,125.00	1,125	13,500.00	.00	13,500.00	
233	TELEPHONE	28,000	3,077.98	3,077.98	2,333	24,922.02	.00	24,922.02	11.0
234	WATER	1,250	.00	.00	104	1,250.00	.00	1,250.00	
240	TRAINING SCHOOL	8,000	.00	.00	666	8,000.00	.00	8,000.00	
241	CONFERENCES AND OTHER TRAVEL	7,000	129.48	129.48	583	6,870.52	.00	6,870.52	1.8
247	POSTAGE	15,000	1,025.84	1,025.84	1,250	13,974.16	66.00	13,908.16	7.3
249	COMPUTER SOFTWARE EXPENSE	10,000	500.00	500.00	833	9,500.00	.00	9,500.00	5.0
271	TRAVEL PERSONNEL SERVICES	50,000	2,471.16	2,471.16	4,166	47,528.84	.00	47,528.84	5.0
272	TUITION REIMBURSEMENT	3,000	149.50	149.50	250	2,850.50	.00	2,850.50	
273	TRAVEL EXPENSE FOR INTERVIEWS	1,000	.00	.00	83	1,000.00	.00	1,000.00	
280	OTHER PROFESSIONAL SERVICES	101,250	3,654.78	3,654.78	8,437	97,595.22	8,986.00	88,609.22	12.5
284	PROFESSIONAL MEMBERSHIP FEES	2,600	25.00	25.00	216	2,575.00	.00	2,575.00	1.0
286	RENTAL-D P EQUIPMENT	20,000	.00	.00	1,666	20,000.00	.00	20,000.00	
289	RENTAL-EQUIPMENT	26,800	.00	.00	2,233	26,800.00	4,725.00	22,075.00	17.6
COMMODITIES									
310	GASOLINE	4,000	242.38	242.38	333	3,757.62	.00	3,757.62	6.1
312	JANITORIAL SUPPLIES	6,000	837.82	837.82	500	5,162.18	.00	5,162.18	14.0
320	MATERIAL-BLDGS	7,000	1,303.64	1,303.64	583	5,696.36	.00	5,696.36	18.6
337	MATERIAL TO MAINT AUTO EQUIP	3,500	3.99	3.99	291	3,496.01	.00	3,496.01	1.1
345	OFFICE SUPPLIES	35,000	5,539.82	5,539.82	2,916	29,460.18	98.85	29,361.33	16.1
357	EMPLOYEE RECOGNITION SUPPLIES	200	36.25	36.25	16	163.75	.00	163.75	
OTHER CHARGES									
415	TRANSFER TO GENERAL FUND	1,200	100.00	100.00	100	1,100.00	.00	1,100.00	8.3
418	MOTOR VEHICLE INSURANCE	3,370	280.83	280.83	280	3,089.17	.00	3,089.17	8.3
421	BOILER INSURANCE	474	39.50	39.50	39	434.50	.00	434.50	8.3
420	PROPERTY INSURANCE	14,957	1,246.42	1,246.42	1,246	13,710.58	.00	13,710.58	8.3
423	GENERAL LIABILITY INSURANCE	5,546	462.17	462.17	462	5,083.83	.00	5,083.83	8.3
439	SMALL CAPITAL ITEMS	4,000	603.60	603.60	333	3,396.40	.00	3,396.40	15.1

REPORT OF EXPENDITURES TO BUDGET FY 2000-2001

40000 DECATUR PUBLIC LIBRARY

FUND 20 DECATUR PUBLIC LIBRARY

05/31/2000

DB CD DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCT COMM
OTHER CHARGES	29,547	2,732.52	2,732.52	2,460	26,814.48	.00	26,814.48	9.2
CAPITAL OUTLAY	46,511	.00	.00	3,875	46,511.00	435.00	46,076.00	.9
515 OFFICE MACHINERY AND EQUIPMENT	46,511	.00	.00	3,875	46,511.00	435.00	46,076.00	.9
800 BOOKS AND PERIODICALS	380,000	17,198.71	17,198.71	31,666	362,801.29	.00	362,801.29	4.5
830 AV-PHONODICS	0	47.00	47.00	0	47.00	.00	47.00	.00
841 MAG/PAPERS-MAIN ADULT	0	398.00	398.00	0	398.00	.00	398.00	.00
844 MAG/PAPERS-MAIN REFERENCE	0	35.00	35.00	0	35.00	.00	35.00	.00
** DIVISION TOTAL **	3,019,639	208,277.76	208,277.76	251,619	2,811,361.24	19,195.37	2,792,165.87	7.5

LIBRARY CAPITAL

ACCT. NO.	DESCRIPTION	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE % REAL
FUND BALANCE						
30001-000	BEGINNING FUND BALANCE	52,998.05	2,611.75	52,998.05	31,341.00	21,657.05- 169
TOTAL		52,998.05	2,611.75	52,998.05	31,341.00	21,657.05- 169
TRANSFERS FROM						
30600-726	TRANSFER FROM FD 35-BLOG LEASE	.00	3,750.00	.00	45,000.00	45,000.00
TOTAL		.00	3,750.00	.00	45,000.00	45,000.00
INVESTMENT INCOME						
30700-101	INVESTMENT INTEREST	227.12	250.00	227.12	3,000.00	2,772.88 7
TOTAL		227.12	250.00	227.12	3,000.00	2,772.88 7
OTHER INCOME						
30800-870	DPL FOUNDATION CONTRIBUTION	.00	11,166.67	.00	134,000.00	134,000.00
30800-899	MISCELLANEOUS INCOME	724.61	.00	724.61	.00	724.61-
TOTAL		724.61	11,166.67	724.61	134,000.00	133,275.39
FUND TOTAL		53,949.78	17,778.42	53,949.78	213,341.00	159,391.22 25

CITY OF DECATUR

REPORT OF EXPENDITURES TO BUDGET FY 2000-2001

40000 LIBRARY CAPITAL EXPENDITURES

OB	CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	FUND 21 LIBRARY CAPITAL Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCNT COMM
280		OTHER PROFESSIONAL SERVICES	0	919.23	919.23	0	919.23-	.00	919.23-	
		COMMODITIES	0	919.23	919.23	0	919.23-	.00	919.23-	
320		MATERIAL-BLOGS	0	1,993.63	1,993.63	0	1,993.63-	.00	1,993.63-	
		CAPITAL OUTLAY	0	1,993.63	1,993.63	0	1,993.63-	.00	1,993.63-	
502		BUILDINGS	154,000	.00	.00	12,833	154,000.00	2,733.00	151,267.00	1.8
515		OFFICE MACHINERY AND EQUIPMENT	0	2,733.00	2,733.00	0	2,733.00-	.00	2,733.00-	
TOTAL			154,000	2,733.00	2,733.00	12,833	151,267.00	2,733.00	148,534.00	3.5
**		DIVISION TOTAL **	154,000	5,645.86	5,645.86	12,833	148,354.14	2,733.00	145,621.14	5.4

ACCT. NO.	DESCRIPTION	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE	% REAL
FUND BALANCE							
30001-000	BEGINNING FUND BALANCE	21,983.36-	.00	21,983.36-	.00	21,983.36	
TOTAL		21,983.36-	.00	21,983.36-	.00	21,983.36	
INTER GOVERNMENTAL REVENUE							
30200-107	STATE GRANTS OR OTHER	.00	2,083.33	.00	25,000.00	25,000.00	
TOTAL		.00	2,083.33	.00	25,000.00	25,000.00	
FUND TOTAL		21,983.36-	2,083.33	21,983.36-	25,000.00	46,983.36	87

GLA3010 CITY OF DECATUR

REPORT OF EXPENDITURES TO BUDGET FY 2000-2001

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCNT COMA
40000	DPL-STATE GRANT FOR BUILDING								05/31/2000
502	BUILDINGS	25,000	.00	.00	2,083	25,000.00	.00	25,000.00	
**	DIVISION TOTAL **	25,000	.00	.00	2,083	25,000.00	.00	25,000.00	

CAPITAL OUTLAY

ACCT. NO.	LIBRARY BUILDING LEASES DESCRIPTION	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE REAL %
	FUND BALANCE					
30001-000	BEGINNING FUND BALANCE	10,261.18	2,353.42	10,261.18	28,241.00	17,979.82 36
	TOTAL	10,261.18	2,353.42	10,261.18	28,241.00	17,979.82 36
	INVESTMENT INCOME					
30700-101	INVESTMENT INTEREST	60.13	83.33	60.13	1,000.00	939.87 6
	TOTAL	60.13	83.33	60.13	1,000.00	939.87 6
	OTHER INCOME					
30800-846	LEASE OF LIBRARY PROPERTY	6,666.66	3,333.33	6,666.66	40,000.00	33,333.34 16
	TOTAL	6,666.66	3,333.33	6,666.66	40,000.00	33,333.34 16
	FUND TOTAL	16,987.97	5,770.08	16,987.97	69,241.00	52,253.03 24

CITY OF DECATUR
REPORT OF EXPENDITURES TO BUDGET FY 2000-2001

OB CD	DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCNT COMM
	LIBRARY LEASES				FUND 35 LIBRARY BUILDING LEASES				05/31/2000
	CONTRACTUAL SERVICES								
231	ELECTRICITY	5,575	464.44	464.44	464	5,110.56	.00	5,110.56	8.3
280	OTHER PROFESSIONAL SERVICES	6,000	438.00	438.00	500	5,562.00	.00	5,562.00	7.3
	OTHER CHARGES	11,575	902.44	902.44	964	10,672.56	.00	10,672.56	7.8
	TR TO LIBRARY CAPITAL	45,000	.00	.00	3,750	45,000.00	.00	45,000.00	
	** DIVISION TOTAL **	66,575	902.44	902.44	4,714	55,672.56	.00	55,672.56	1.6

GLA3030 FUND 92

CITY OF DECATUR FY 2000-2001
REVENUE REPORT

PAGE 56

PUBLIC LIBRARY-TRUSTS

PERIOD ENDING 20000531

ACCT. NO.	DESCRIPTION	MONTHLY ACTUAL	Y-T-D ESTIMATE	Y-T-D ACTUAL	ANNUAL BUDGET	UNREALIZED BALANCE	% REAL
FUND BALANCE							
30001-921	BEG FUND BAL-CANTONI	122,394.07	9,777.42	122,394.07	117,329.00	5,065.07	104
30001-923	BEG FUND-BAL-BRIDGES	1,680.29	138.75	1,680.29	1,665.00	15.29	100
TOTAL		124,074.36	9,916.17	124,074.36	118,994.00	5,080.36	104
INVESTMENT INCOME							
30700-103	DPL INTEREST-CANTONI TRUST	535.25	500.00	535.25	6,000.00	5,464.75	8
30700-105	DISTRIBUTION FR BRIDGES TRUST	7.35	58.33	7.35	700.00	692.65	1
TOTAL		542.60	558.33	542.60	6,700.00	6,157.40	8
FUND TOTAL		124,616.96	10,474.50	124,616.96	125,694.00	1,077.04	99

GLA3010

CITY OF DECATUR

PAGE 115

REPORT OF EXPENDITURES TO BUDGET FY 2000-2001

41000 DPL-CANTONI TRUST

FUND 92 PUBLIC LIBRARY-TRUSTS

05/31/2000

OB DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCNT COMB
900 EXPENDITURES	9,500	116.55	116.55	791	9,383.45	212.00	9,171.45	3.5
** DIVISION TOTAL **	9,500	116.55	116.55	791	9,383.45	212.00	9,171.45	3.5

GLA3010

CITY OF DECATUR

PAGE 116

REPORT OF EXPENDITURES TO BUDGET FY 2000-2001

43000 DPL-BRIDGES TRUST

FUND 92 PUBLIC LIBRARY-TRUSTS

05/31/2000

OB DESCRIPTION	ANNUAL BUDGET	MONTHLY EXPENDITURES	YEAR-TO-DATE EXPENDITURES	Y-T-D BUDGET	UNEXPENDED BALANCE	ENCUMBRANCE	UNENCUMBERED BALANCE	PRCNT COMB
900 EXPENDITURES	700	.00	.00	58	700.00	.00	700.00	0.0
** DIVISION TOTAL **	700	.00	.00	58	700.00	.00	700.00	0.0

JESSE WHITE
 SECRETARY OF STATE AND STATE LIBRARIAN
 ILLINOIS STATE LIBRARY

APPLICATION FOR GRANTS AVAILABLE TO ILLINOIS PUBLIC LIBRARIES
 APPLICATION STATEMENT

The Library Board understands that the State Librarian is empowered to make these grants, under the law, from funds appropriated by the Illinois General Assembly and that if the monies appropriated for these grants are not sufficient, the State Librarian shall reduce the per capita amount of the grants so that the qualifying public libraries receive the same amount of per capita. The Board further affirms that in making the application for a grant, or grants, it is acting at its sole discretion and is not applying as a result of pressure or duress from any outside agency, person or persons.

In making application for a grant or grants, the Library Board agrees to expend the funds received for the purposes outlined in the application as approved by the Illinois State Library and defined by the Illinois Library System Act and corresponding Administrative Rules. The Library Board further affirms that all grant funds received as a result of this application shall be used for providing public library service to its community by supplementing the library's regular budget and that it will not reduce, nor cause to have reduced, the library's levy in the current year or in the next year.

The Board further affirms that if the expenditure of the grant funds is contemplated, at any time, to be other than that stated in the grant application, that it will solicit and receive the consent of the Illinois State Library before approving such expenditures. Failure to spend funds as approved by the Illinois State Library shall result in ineligibility for future grants for a period of one year. The Board further affirms that it has reviewed SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES, revised edition during the previous twelve months and that it has completed all requirements of this application. The Board agrees that the Illinois State Library or its designee shall have the right to examine any of the Board's records, which directly relate to this grant. The Board affirms that the information contained in this application is, to the best of its knowledge and under penalty of perjury, correct.

Date: June 15, 2000

Mr. Mrs. Ms. Shirley Moore Shirley Moore
 SIGNATURE: *President, Board of Directors/Trustees* Name (typed)

Mr. Mrs. Ms. Mary Gladney Mary Gladney
 SIGNATURE: *Secretary, Board of Directors/Trustees* Name (typed)

Mr. Mrs. Ms. John A. Moorman John A. Moorman
 SIGNATURE: *Librarian* Name (typed)

Prepare four (4) copies of application and all supporting documentation. Retain one (1) copy for your library's files, send one (1) copy to your regional library system, and submit two (2) copies (one with original ink signatures and documentation) postmarked no later than **July 14, 2000** to:

State Grants for Illinois Public Libraries
 Illinois State Library
 300 South Second Street
 Springfield, Illinois 62701-1796

The Illinois State Library is neither responsible for nor obligated to pay grant applications received after the deadline date. Proof of receipt is the responsibility of the applicant. The Illinois State Library is not obligated to pay grant applications from public libraries that have delinquent grant reports or that have lapsed grant funds from any Illinois State Library administered grant program.

Please review and correct preprinted information

APPLICATION FOR GRANTS AVAILABLE TO ILLINOIS PUBLIC LIBRARIES

Pursuant to the provisions of the Illinois Compiled Statutes (ILCS), 75 ILCS 10/8 and 10/8.1, as amended, undersigned PUBLIC LIBRARY hereby applies for a Per Capita Grant and/or an Equalization Aid Grant to be used for library purposes.

1. Legal name of library: **Decatur Public Library**
*Note any name changes made between June 30, 1999 and July 15, 2000 due to mergers, conversion or other reasons should be reported on line 1.
Formerly: _____

2. Address: **130 North Franklin
Decatur
62523-1327** County: **Macon**

3. Name of corporate authority that levies the tax supporting the library: City of Decatur

4. Type of library applying: **City**

5. What county or counties does the library's primary service area include: **Macon**

6. Date library was legally established: **1876**

7. Library system: **Rolling Prairie Library System**

8. Federal Tax Identification Number (FEIN#): **37-6001308**

9. The library's non-resident fee as calculated using the Illinois State Library formula would be: \$ 55.80 for FY2000

10. The library's actual non-resident fee for FY2000 is: \$ 75.00

NOTE: If #10 is less than #9, please check the appropriate explanation: system average tax bill method Other (explain) _____

11. Name and title of the person preparing this application:
Mr. John Moorman Librarian

Library Phone Number: **217-424-2900** Library FAX Number: ~~217-423-5741~~ 233-4071

E-Mail Address: ^{jmoorman}~~thumphreys~~@decaturnet.org

Main Library Hours: **Monday** 9 a.m. - 9 p.m. **Tuesday** 9 a.m. - 9 p.m.
Wednesday 9 a.m. - 9 p.m. **Thursday** 9 a.m. - 9 p.m.
Friday 9 a.m. - 9 p.m. **Saturday** 9 a.m. - 5:30 p.m.
Sunday 1 p.m. - 5 p.m.

ILLINOIS STATE LIBRARY PER CAPITA AND EQUALIZATION AID

12. Calculation of Equalization Aid Grant:

(NOTE: Sections a, b, and c must be completed in order to apply for a Per Capita Grant, even if you are not applying for an Equalization Aid Grant.)

- a) Value of all taxable property within the library's service area as of January 1, 1999, or the most recent year available (the assessed valuation against which tax revenue was most recently levied) and as equalized by the Department of Revenue, Property Tax Administration Bureau (see page 11)..... \$ 631,046,293 a)
- b) Said valuation multiplied by 0.0013 yields..... \$ 820,360.18 b)
- c) Levy at 0.13% divided by population served yields per capita of..... \$ 9.62 c)
- d) Population served multiplied by \$4.25 equals..... \$ _____ d)
- e) Enter valuation multiplied by 0.0013 obtained in step b)..... \$ _____ e)
- f) Subtract e) from d) equals amount of equalization aid..... \$ _____ f)

13. Calculation of Per Capita Grant: Population Served 85,306

ONLY THE OFFICIAL 1990 CENSUS (INCLUDING, CORRECTED OR REVISED) OR A SPECIAL FEDERAL CENSUS AS OFFICIALLY ON FILE WITH THE SECRETARY OF STATE'S OFFICE AS OF JULY 14, 2000 FOR THE AREA WILL BE ACCEPTED.

14. Attachments and Certifications Check Off:

NOTE: Omit 14. a) if the library received a per capita grant last year and the population served (#13) has not changed since July 15, 1999.

- a) Population verification: If library taxes are collected (not contractual) from more than one taxing jurisdiction (e.g., county, townships, city, district, or part thereof) show population for each and a total. Attach sheet, if necessary, and include documentation for any population changes officially on file with the Secretary of State's Office as of July 14, 2000 (such as a special census or U.S. Census corrections). Please check if applicable.
- b) County Clerk Certification(s): Check the box if the library has attached the original copy from your county clerk(s) certifying the tax rate levied for library purposes on the equalized assessed valuation of all taxable property within your library service area as of January 1, 1999, or the most recent year available.
- c) In order to be eligible for either an Equalization Aid Grant or a Per Capita Grant, the corporate authorities, in lieu of a tax levy at a particular rate, may provide an amount equivalent to the amount to be produced by that levy. If your library is applying for a grant on that basis, attach the most recent year available documentation. Please check if applicable.
- d) Please check the box if the library's current annual report is on file at the Illinois State Library.

PUBLIC LIBRARIES APPLYING FOR PER CAPITA FOR THE FIRST TIME MUST FILE:

- e) Drug free certification: If the library has not submitted a Drug Free Workplace Certificate to the Illinois State Library, please attach the statement as approved by the board (Illinois Compiled Statutes 30 ILCS 580/1-7) and check if applicable.
- f) Disaster Plan: Please check if the library has attached its disaster plan to the FY2001 per capita application.
- g) ADA Self-Evaluation Form: Please check if the library has attached the ADA Self-Evaluation form to the FY2001 per capita application.

ILLINOIS STATE LIBRARY PER CAPITA AND EQUALIZATION AID

16. Board of Trustees *Continued*

- p) Model Library Personnel Record Policy N/A
- q) Patron Confidentiality Ordinance N/A
- r) Prohibited Gift Policy annually
- s) Purchasing Policy (Bids/Quotations) handled by the City of Decatur
- t) Records to Be Retained follow Illinois Local Records Act
- u) Routine Banking Procedures follow City of Decatur policy
- v) Secretary's Certificate Minutes N/A
- w) Secretary's Certificate of Ordinance N/A
- x) Sexual Harassment annually
- y) Volunteers annually
- z) Waiver of All Claims N/A

Financial Policies

- a) Authority to Spend handled by the City of Decatur
- b) Budget and Finance Policy committee meets several times per year

Legal Requirements

- a) Bloodborne Pathogen Policy annually
- b) Circulation annually
- c) Confidentiality of Records annually
- d) Drug and Alcohol Free Library Policy annually
- e) Lost, Damaged, and Overdue Books annually
- f) Service to Patrons with Disabilities annually

Patron Service Policies

- a) Borrowing Policy annually
- b) Conduct Ordinance annually
- c) Confidentiality Policy---Staff Handbook annually
- d) Copyright Restrictions annually
- e) Discipline Policy part of agreement with bargaining unit
- f) Display Space annually
- g) Exhibits annually
- h) Hours of Operation annually
- i) Meeting Room Policy annually
- j) Patron Conduct annually
- k) Reference Service annually
- l) Unattended Children annually

Personnel Policies

- a) Accidents, First Aid, Unsafe Working Conditions annually
- b) Acknowledgment and Disclaimer annually
- c) At Will Employment annually

ILLINOIS STATE LIBRARY PER CAPITA AND EQUALIZATION AID

- 18A. If the public library does not use e-resources in providing reference services, please write a brief narrative explaining why these resources are not used.
- 18B. Using the space provided, please explain how the library provides access to current reference information and to local, state, and federal documents.

PLANNED USE OF FY2000 GRANT MONIES

19. In order to meet standards in **SERVING OUR PUBLIC**, we plan to use FY2000 grant monies in the following way(s). Use general categories in identifying actual planned expenditures (see #22 and #25). *Capital expenditures (anything attached to the building will be considered a capital expenditure) will not be approved for per capita funds.*
1. Continue support of the Business Information Center services and collections. Purchase materials and provide support staffing.
 2. Continue serving newborn infants and their parents through co-sponsoring of Baby TALK by purchasing materials, holding lapsits, and conducting special programs.
 3. Support staff training and development. Provide for staff attendance at system and state library sponsored continuing education programs and other conferences and workshops which expand staff knowledge and abilities.
 4. Continue purchasing materials as part of the Cooperative Collection Management Plan. Provide support staffing for this effort.
 5. Continue to provide an active public relations program. Contractual personnel will be employed for this program.

ILLINOIS STATE LIBRARY PER CAPITA AND EQUALIZATION AID

USE OF LAST YEAR'S (FY2000) PER CAPITA GRANT

20. If a Per Capita Grant was received last year, describe how the Per Capita Grant monies were used in the library's progress toward meeting the Illinois Public Library Standards adopted by the Illinois Library Association, **SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES**, revised edition.

1. Continued support of the Business Information Center services and collections. Purchased materials and provided some support staffing.
2. Continued serving newborn infants and their parents through co-sponsoring of Baby TALK by purchasing materials, holding lapsits, and conducting special programs.
3. Supported staff training and development. Provided for staff attendance at system and state library sponsored continuing education programs and other conferences and workshops which expand staff knowledge and abilities.
4. Continued purchasing materials as a part of the Cooperative Collection Management Plan. Provided some support staffing for this effort.
5. Provided an active public relations program. Contractual personnel were employed for this program.

EXPENDITURE OF LAST YEAR'S (FY2000) PER CAPITA GRANT

21. Total FY2000 Per Capita Grant received: \$105,238.17

22. Were all the FY2000 Per Capita funds obligated or encumbered between July 1, 1999 – June 30, 2000?

YES NO

 E: List expenditures/obligations by general category

CATEGORY	AMOUNT
Children's Materials (including electronic format)	\$ <u>21,453.00</u>
Adult Materials (including electronic format)	\$ <u>27,700.00</u>
Programs	\$ <u>3,300.00</u>
Personnel	\$ <u>40,353.50</u>
Continuing Education	\$ <u>1,185.07</u>
Supplies	\$ _____
Equipment	\$ _____
Electronic Access (include computer software and hardware)	\$ _____
Travel	\$ <u>6,039.17</u>
Public Relations	\$ <u>5,207.43</u>
Telecommunications (all expenditures associated with telecommunications)	\$ _____
Contractual Services (please specify)	\$ _____
_____	\$ _____
Other (please specify)	\$ _____
_____	\$ _____
TOTAL	\$ <u>105,238.17</u>

(Total must be equal to Fy2000 Per Capita Grant)

ILLINOIS STATE LIBRARY PER CAPITA AND EQUALIZATION AID

USE OF LAST YEAR'S (FY2000) EQUALIZATION AID GRANT

23. If an Equalization Aid Grant was received last year, describe how the Equalization Aid Grant monies were used in the library's progress toward meeting the Illinois Public Library Standards adopted by the Illinois Library Association
SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES, revised edition.

EXPENDITURE OF LAST YEAR'S (FY2000) EQUALIZATION AID GRANT

24. Total FY2000 Equalization Aid Grant received: _____

25. Were all FY2000 Equalization Aid funds obligated or encumbered between July 1, 1999 – June 30, 2000?
 YES NO

NOTE: List expenditures/obligations by general category

CATEGORY	AMOUNT
Children's Materials (including electronic formats)	\$ _____
Adult Materials (including electronic formats)	\$ _____
Programs	\$ _____
Personnel	\$ _____
Continuing Education	\$ _____
Supplies	\$ _____
Equipment	\$ _____
Electronic Access (include computer software and hardware)	\$ _____
Travel	\$ _____
Public Relations	\$ _____
Telecommunications(all expenditures associated with telecommunications)	\$ _____
Contractual Services (please specify)	\$ _____
_____	\$ _____
Other (please specify)	\$ _____
_____	\$ _____
TOTAL	\$ _____

(Total must be equal to Fy2000 Equalization Aid Grant)

MEMO

To: Library Board of Trustees
From: Shirley Moore, President
Mark Gibson, President-elect
Subject: New City Librarian
Date: June 6, 2000

To assist the Search Committee, we, as a Board, need to develop a list of qualities we believe desirable in our new librarian.

We would like to devote some time at our Board meeting on June 15th to developing such a profile.

Please come to the Board meeting with your ideas of characteristics you see beneficial for our new librarian to have.

lh

ORDINANCE DETERMINING PREVAILING WAGE RATES

WHEREAS, the State of Illinois has enacted "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the state, county, city, or any public body or any political subdivision or by anyone under contract for public works," approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq. (1993), formerly Illinois Revised Statutes, Chapter 48, paragraph 39s-1 et seq. and

WHEREAS, the aforesaid Act requires that the Decatur Public Library Board of Trustees of the City of Decatur investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics, and other workers in the locality of Macon County employed in performing construction of public works for said Decatur Public Library Board of Trustees.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF THE DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES:

SECTION 1: To the extent and as required by "An Act regulating wages of laborers, mechanics, and other workers employed in any public works by the state, county, city, or any public body, or any political subdivision, or by anyone under contract for public works," approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics, and other workers engaged in the construction of public works coming under the jurisdiction of the Decatur Public Library Board of Trustees is hereby ascertained to be the same as the prevailing wages for construction work in Macon County area as determined by the Department of Labor of the State of Illinois as of June, 2000, a copy of that determination being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by the Decatur Public Library Board of Trustees. The definition of any terms appearing in this Ordinance which are also used in the aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the Decatur Public Library Board of Trustees to the extent required by the aforesaid Act.

SECTION 3: The Decatur Public Library Board of Trustees shall publicly post or keep available for inspection by any interested party in the main office of the Decatur Public Library this determination or any revision of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The Decatur Public Library Board of Trustees shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any

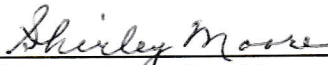
determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Decatur Public Library Board of Trustees shall promptly file a certified copy of this Ordinance with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6: The Decatur Public Library Board of Trustees shall cause to be published in a newspaper of general circulation within the area a copy of this Ordinance, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

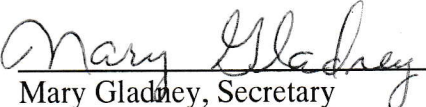
PASSED THIS 15th day of June, 2000.

APPROVED:



Shirley Moore, President
Decatur Public Library Board of Trustees

ATTEST:

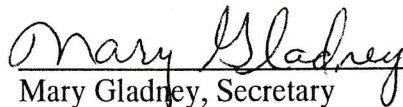


Mary Gladney, Secretary
Decatur Public Library Board of Trustees

NOTICE OF DETERMINATION OF PREVAILING WAGE RATES

TAKE NOTICE that on the 15th day of June, 2000, the Decatur Public Library Board of Trustees adopted an Ordinance Determining Prevailing Wage Rates for public works in accordance with 820ILCS 130/1 et seq. (1993), formerly Illinois Revised Statutes, Chapter 48, paragraph 39s-1 et seq.; and said determination is available for inspection by any interested party at 130 N. Franklin Street, Decatur, Illinois.

DATED the 15th day of June, 2000.



Mary Gladney, Secretary

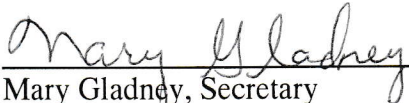
Decatur Public Library Board of Trustees

22652
NOTICE OF DETERMINATION
OF PREVAILING WAGE
RATES
TAKE NOTICE that on the 15th
day of June, 2000, the Decatur
Public Library Board of Trustees
adopted an Ordinance Determin-
ing Prevailing Wage Rates for
public works in accordance with
820ILCS 130 / 1 et seq. (1993),
formerly Illinois Revised Stat-
utes, Chapter 48, paragraph 39s
- 1 et seq.; and said determination
is available for inspection by any
interested party at 130 N. Fran-
klin Street, Decatur, Illinois.
Dated the 15th day of June, 2000.
Mary Gladney
Secretary
Decatur Public Library Board of
Trustees
6-22-00

CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF MACON)

I, the undersigned, Secretary of the Decatur Public Library Board of Trustees, do hereby certify that the above and foregoing is a true, perfect, and correct copy of the Ordinance Determining Prevailing Wage Rates duly adopted at a meeting of the Decatur Public Library Board of Trustees held on June 15, 2000.



Mary Gladney, Secretary
Decatur Public Library Board of Trustees



ILLINOIS DEPARTMENT OF LABOR

George H. Ryan
Governor

Robert M. Healey
Director

May 26, 2000

Head Librarian
Decatur Public Library
247 E. North Street
Decatur, IL 62523

Dear Head Librarian:

Pursuant to your request for prevailing wage rates for the County(ies) of Macon effective June 1, 2000, are enclosed for your information and use. IF YOU HAVE ACCESS TO THE INTERNET, PLEASE BE ADVISED THAT THE DEPARTMENT OF LABOR HAS A WEB SITE. TO ACCESS, SELECT OPEN, TYPE "HTTP://WWW.STATE.IL.US/AGENCY/IDOL/" AND ENTER; SELECT "PREVAILING WAGES". FROM THERE YOU CAN OBTAIN THE WAGES AND THE EXPLANATION FOR THE COUNTY(IES) YOU DESIRE. THESE ARE UPDATED MONTHLY AND ARE AVAILABLE AT YOUR CONVENIENCE.

STATE OF ILLINOIS)
DEPARTMENT OF LABOR)
CONCILIATION AND MEDIATION DIVISION)

CERTIFICATE

I, Robert Healey, Director, Division of Conciliation and Mediation, Illinois Department of Labor, do hereby certify that I am the keeper of the records and files of said office and that the attached is a true and complete copy of the prevailing rate of wages determined by this Department for the aforesaid county or counties.

Robert Healey

Robert Healey
Director



Illinois Department of Labor
Division of Conciliation & Mediation
Prevailing Wages for Year 2000

Explanation Sheet for Macon County

MACON COUNTY

IRON WORKERS (WEST) - West of a straight line just east of Route 51 to the southeast corner where Shelby, Macon and Moultrie counties meet.

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial/Decoration Day, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day, Christmas Day. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration such as the day after Thanksgiving for Veterans Day. If in doubt, please check with IDOL.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

TELECOM WORKER

Class 1. Installing, assembling and maintaining sound and intercom, protection alarm (security), master antenna television, closed circuit television, computer hardware and software programming and installation to the network's outlet and input (EXCLUDING all cabling, power and cable termination work historically performed by wiremen), door monitoring and control, nurse and emergency call programming and installation to the system's outlet and input (EXCLUDING all cabling, power and cable termination work historically performed by wiremen), clock and timing; and the installation and maintenance of transmit and receive antennas, transmitters, receivers, and associated apparatus which operates in conjunction with the above systems. All work associated with these system installations will be included EXCEPT (1) installation of protective metallic conduit, excluding less than ten-foot runs strictly for protection of cable, and (2) 120 volt AC (or higher) power wiring and associated hardware.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Drivers on 2 axle trucks hauling less than 9 ton. Air compressor and welding machines and brooms, including those pulled by separate units, truck driver helpers, warehouse employees, mechanic helpers, greasers and tiremen, pickup trucks when hauling materials, tools, or workers to and from and on-the-job site, and fork lifts up to 6,000 lb. capacity.

Class 2. Two or three axle trucks hauling more than 9 ton but hauling less than 16 ton. A-frame winch trucks, hydrolift trucks, vector trucks or similar equipment when used for transportation purposes. Fork lifts over 6,000 lb. capacity, winch trucks, four axle combination units, and ticket writers.

Class 3. Two, three or four axle trucks hauling 16 ton or more. Drivers on water pulls, articulated dump trucks, mechanics and working forepersons, and dispatchers. Five axle or more combination units.

Class 4. Low Boy and Oil Distributors.

Class 5. Drivers who require special protective clothing while employed on hazardous waste work.

OPERATING ENGINEERS - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION



**Illinois Department of Labor
Division of Conciliation & Mediation
Prevailing Wages for Year 2000**

Explanation Sheet for Macon County

Class 1. Asphalt Screed Man; Aspco Concrete Spreaders; Asphalt Pavers; Asphalt Plant Engineer; Asphalt Rollers on Bituminous Concrete; Athey Loaders; Backfillers, Crane Type; Backhoes; Barber Green Loaders; Bulldozers; Cableways; Cherry Pickers; Clam Shells; C.M.I. & similar type-autograde formless paver, autograde placer & finisher; Concrete Breakers; Concrete Plant Operators; Concrete Pumps; Cranes; Derricks; Derrick Boats; Dewatering Systems; Draglines; Earth Auger or Boring Machines; Elevating Graders; Engineers on Dredges; Gravel Processing Machines; Grout Pump; Head Equipment Greaser; High Lifts or Fork Lifts; Hoists with two or more drums or two or more load lines; Hydro Jet or Hydro Laser; Locomotives, All; Mechanics; Motor Graders or Auto Patrols; Multi- Point Power Lifting Equipment; Operators or Leverman on Dredges; Operators, power Boat; Operators, Pug Mill (Asphalt Plants); Orange Peels; Overhead Cranes; Paving Mixers; Piledrivers; Pipe Wrapping and Painting Machines; Pushdozers, or Push Cats; Rock Crushers; Ross Carriers or Similar Machines; Roto-Mill; Scoops, Skimmer, two cu. yd. capacity and under; Sheep-Foot Roller (Self-Propelled); Shovels; Skimmer Scoops; Test Hole Drilling Machines; Tower Cranes; Tower Machines; Tower Mixers; Track Type End Loaders; Track Type Fork Lifts or High Lifts; Track Jacks and Tampers; Tractors, Sideboom; Trenching or Ditching Machine; Tunnelluggers; Vermeer Type Saws; Water Blaster Cutting Heads; Wheel Type End Loaders; Winch Cat; Scoops, All or Tournapull.

Class 2. Air compressors (six to eight); Asphalt Boosters and Heaters; Asphalt Distributors, Asphalt Plant Fireman; Boom or Winch Trucks; Building Elevators; Bull Floats or Flexplanes; Concrete Finishing Machine; Concrete Saws, Self-Propelled; Concrete Spreading Machines; Conveyors (six to eight); Generators (six to eight); Gravel or Stone Spreader, Power Operated; Hoist, Automatic; Hoist with One Drum and One Load Line; Light Plants (six to eight); Mechanical Heaters (six to eight); Mud Jacks; Oiler on Two Paving Mixers When Used in Tandem; Post Hole Digger, Mechanical; Road or Street Sweeper, Self-Propelled; Rollers (except bituminous concrete); Seaman Tiller; Straw Machine; Vibratory Compactor; Water Pumps (six to eight); Welding Machine (six to eight); Well Drill Machines; Scissors Hoist. (Building only - Pug mills when used for other than Asphalt).

Class 3. Air Compressors, (one to five); Air Compressors, Track or Self-Propelled; Bulk Cement Batching Plants; Conveyors (one to five); Concrete Mixers (Except Plant, Paver, or Tower); Firemen; Generators (one to five); Greasers; Helper on Single Paving Mixer; Light Plants (one to five); Mechanic Helpers; Mechanical Heaters (one to five); Oilers; Power Form Graders; Power Sub-Graders; Tractors without power attachments regardless of size or type; Truck Crane Oiler and Driver (one man); Vibratory Hammer (power source); Water Pumps (one to five); Welding Machines (one/300 Amp. or over); Welding Machines, (one to five); (Highway only - Pug Mills when used for other than Asphalt operation).

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If there is no such definition on file, the Bureau of Labor Statistics SIC list will be used. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. Further, if no such neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 618/993-7271 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.



**Illinois Department of Labor
Division of Conciliation & Mediation
Prevailing Wages for June 2000**

Macon County

<u>Trade Name</u>	<u>RGN</u>	<u>Trade Type</u>	<u>Trade Class</u>	<u>Base Wage</u>	<u>Frman Wage</u>	<u>OT M-F>8</u>	<u>OT Sat.</u>	<u>OT Sun/Hol</u>	<u>WLFR</u>	<u>Pension</u>	<u>Vac</u>	<u>Tng</u>
ASBESTOS ABT-GEN		BLD		20.730	21.480	1.5	1.5	2.0	2.700	4.000	0.000	0.250
ASBESTOS ABT-MEC		BLD		24.010	25.010	1.5	1.5	2.0	2.920	4.320	0.000	0.000
BOILERMAKER		BLD		23.200	24.700	1.5	1.5	2.0	3.550	6.440	0.000	0.150
BRICK MASON		BLD		22.270	23.520	1.5	1.5	2.0	2.800	4.250	0.000	0.425
CARPENTER		BLD		21.800	23.550	1.5	1.5	2.0	2.800	5.710	0.000	0.250
CARPENTER		HWY		21.880	23.130	1.5	1.5	2.0	2.800	5.710	0.000	0.250
CEMENT MASON		BLD		19.950	20.700	1.5	1.5	2.0	2.800	6.000	0.000	0.000
CEMENT MASON		HWY		19.375	20.170	1.5	1.5	2.0	2.800	6.000	0.000	0.000
ELECTRIC PWR EQMT OP		ALL		23.950	27.490	1.5	1.5	2.0	2.000	5.990	0.000	0.000
ELECTRIC PWR GRNDMAN		ALL		16.140	27.490	1.5	1.5	2.0	2.000	4.030	0.000	0.000
ELECTRIC PWR LINEMAN		ALL		25.770	27.490	1.5	1.5	2.0	2.000	6.440	0.000	0.000
ELECTRIC PWR TRK DRV		ALL		16.980	27.490	1.5	1.5	2.0	2.000	4.250	0.000	0.000
ELECTRICIAN		BLD		25.270	27.800	1.5	1.5	2.0	3.000	3.790	0.000	0.380
ELEVATOR CONSTRUCTOR		BLD		24.835	27.940	2.0	2.0	2.0	4.325	2.460	1.490	0.000
GLAZIER		BLD		22.100	0.000	1.5	2.0	2.0	0.000	2.500	0.000	0.000
HT/FROST INSULATOR		BLD		26.910	27.910	1.5	1.5	2.0	3.120	5.420	0.000	0.010
IRON WORKER	E	ALL		21.770	23.070	1.5	1.5	2.0	3.740	5.400	0.000	0.250
IRON WORKER	W	BLD		20.980	21.980	1.5	1.5	2.0	2.920	6.900	0.000	0.250
IRON WORKER	W	HWY		20.980	21.730	1.5	1.5	2.0	2.920	6.900	0.000	0.250
LABORER		BLD		20.280	21.030	1.5	1.5	2.0	2.700	4.000	0.000	0.250
LABORER		HWY		20.980	21.730	1.5	1.5	2.0	2.700	4.000	0.000	0.250
LATHER		BLD		21.800	23.550	1.5	1.5	2.0	2.800	5.710	0.000	0.250
MACHINIST		BLD		28.250	30.000	2.0	2.0	2.0	3.150	1.900	1.950	0.000
MARBLE MASON		BLD		22.270	23.520	1.5	1.5	2.0	2.800	4.250	0.000	0.425
MILLWRIGHT		BLD		22.500	24.250	1.5	1.5	2.0	2.800	5.470	0.000	0.250
MILLWRIGHT		HWY		19.410	20.660	1.5	1.5	2.0	2.800	3.000	0.000	0.000
OPERATING ENGINEER		ALL	1	23.450	0.000	1.5	1.5	2.0	3.100	4.500	0.000	0.600
OPERATING ENGINEER		ALL	2	21.300	0.000	1.5	1.5	2.0	3.100	4.500	0.000	0.600
OPERATING ENGINEER		ALL	3	17.900	0.000	1.5	1.5	2.0	3.100	4.500	0.000	0.600
PAINTER		ALL		21.480	22.480	1.5	1.5	2.0	2.700	2.750	0.000	0.000
PAINTER OVER 30FT		ALL		22.480	23.480	1.5	1.5	2.0	2.700	2.750	0.000	0.000
PAINTER PWR EQMT		ALL		22.230	23.230	1.5	1.5	2.0	2.700	2.750	0.000	0.000
PILEDRIVER		BLD		22.300	24.050	1.5	1.5	2.0	2.800	5.710	0.000	0.250
PILEDRIVER		HWY		22.380	23.630	1.5	1.5	2.0	2.800	5.710	0.000	0.250
PIPEFITTER		BLD		25.130	27.130	1.5	1.5	2.0	2.900	3.550	0.000	0.670
PLASTERER		BLD		22.600	24.180	2.0	2.0	2.0	0.000	8.000	0.000	0.000
PLUMBER		BLD		25.130	27.130	1.5	1.5	2.0	2.900	3.550	0.000	0.670
ROOFER		BLD		19.100	21.400	1.5	1.5	2.0	3.050	3.600	0.000	0.250
SHEETMETAL WORKER		BLD		20.350	21.850	1.5	1.5	2.0	3.400	4.350	0.000	0.300
SPRINKLER FITTER		BLD		26.040	27.540	1.5	1.5	2.0	3.400	3.850	0.000	0.000
STONE MASON		BLD		22.270	23.520	1.5	1.5	2.0	2.800	4.250	0.000	0.425
TELECOM WORKER		BLD		21.900	23.400	1.5	1.5	2.0	3.000	2.650	1.430	0.000
TELECOM WORKER		BLD	1	19.800	20.300	1.5	1.5	2.0	2.800	0.590	0.000	0.000
TERRAZZO MASON		BLD		22.270	23.520	1.5	1.5	2.0	2.800	4.250	0.000	0.425
TILE LAYER		BLD		20.540	21.540	1.5	1.5	2.0	2.800	1.000	0.000	0.000
TILE MASON		BLD		22.270	23.520	1.5	1.5	2.0	2.800	4.250	0.000	0.425
TRUCK DRIVER		ALL	1	21.440	0.000	1.5	1.5	2.0	4.360	2.225	0.000	0.000
TRUCK DRIVER		ALL	2	21.840	0.000	1.5	1.5	2.0	4.360	2.225	0.000	0.000
TRUCK DRIVER		ALL	3	22.040	0.000	1.5	1.5	2.0	4.360	2.225	0.000	0.000
TRUCK DRIVER		ALL	4	22.290	0.000	1.5	1.5	2.0	4.360	2.225	0.000	0.000
TRUCK DRIVER		ALL	5	23.040	0.000	1.5	1.5	2.0	4.360	2.225	0.000	0.000



Illinois Department of Labor
Division of Conciliation & Mediation
Prevailing Wages for June 2000

Macon County

<u>Trade Name</u>	<u>RGN</u>	<u>Trade Type</u>	<u>Trade Class</u>	<u>Base Wage</u>	<u>Frman Wage</u>	<u>OT M-F>8</u>	<u>OT Sat.</u>	<u>OT Sun/Hol</u>	<u>WLFR</u>	<u>Pension</u>	<u>Vac</u>	<u>Tng</u>
TUCKPOINTER		BLD		22.270	23.520	1.5	1.5	2.0	2.800	4.250	0.000	0.475

LEGAL ADVERTISING ORDER

CUSTOMER NO. 12819
 TITLE Notice of Determination of Prevailing Wage Rates
 CHARGE TO Decatur Public Library

LEGAL NO. 22652
 DATE 6-20-2000
 BY CS1 SALESPERSON NO.

22652

STREET 130 N. Franklin St.
 CITY Decatur STATE IL ZIP 62523

PLEASE REFER TO THE ABOVE NUMBER IF THERE ARE ANY QUESTIONS CONCERNING THIS ORDER.

CERTIFICATE SENT TO	<u>Above</u>	NO.	<u>1</u>	SENT BY DATE	<u>June 22nd Thur</u>
CLIPPINGS SENT TO	<u>Above</u>	NO.	<u>2</u>	SENT BY DATE	
		SPACE	TIMES	RATE	COST
<u>22</u> LINES			<u>1X</u>	<u>11.75</u>	<u>\$16.50</u>

MONTH	DATE	DAY
<u>June</u>	<u>22nd</u>	<u>Thur</u>

Billed to Solicitors or Attorneys

Notice of Determination of Prevailing w

COPY OF ADVERTISEMEN

22652
 NOTICE OF DETERMINATION OF PREVAILING WAGE RATES
 TAKE NOTICE that on the 15th day of June, 2000, the Decatur Public Library Board of Trustees adopted an Ordinance Determining Prevailing Wage Rates for public works in accordance with 820ILCS 130 / 1 et seq. (1993), formerly Illinois Revised Statutes, Chapter 48, paragraph 39s - 1 et seq.; and said determination is available for inspection by any interested party at 130 N. Franklin Street, Decatur, Illinois. Dated the 15th day of June, 2000.
 Mary Gladney
 Secretary
 Decatur Public Library Board of Trustees

Herald & Review
 P.O. BOX 311
 DECATUR, IL 62525 217/421-7924

PASTE HERE

HERALD & REVIEW, a division of LEE ENTERPRISES INCORPORATED, a corporation, does hereby certify that it is the publisher of the Herald & Review, a daily secular newspaper of general circulation in said County, printed and published in the City of Decatur, in said County and State, and that said newspaper is a newspaper as defined in "An Act to revise the law in relation to notices," approved February 13, 1874, as amended, and that the advertisement or notice hereunto annexed and made a part of this certificate has been published in said newspaper one time in each and every copy and impression of the final edition thereof, and that the publication thereof was in the final edition of said newspaper on

Thursday, the 22nd, day of June, A.D., 2000, and that Mary Crisler by resolution of the Board of Directors, has authority to make this certificate.

IN TESTIMONY WHEREOF, the said Mary Crisler has hereunto affixed the name of said Company, this 22nd day of June, A.D., 2000

Fee \$ 16.50
 Received \$ 16.50

HERALD & REVIEW, a division of LEE ENTERPRISES INCORPORATED

Date: 8-2-00 By Mary Crisler

Herald & Review

601 E William St
 P O Box 311
 Decatur IL 62525
 42-0823980

INFORMATION TECHNOLOGY TECHNICAL TRAINING & CERTIFICATION CENTER

Richland Community College's Lifelong Learning Division hosted a Focus Group in February of this year with area businesses to determine their unmet information technology training needs. The results of that meeting are as follows:

1. Companies have a need for a local technical training center as this would cut down on their training expenses, such as time away from the job and travel expenses.
2. Companies want the training done in a short time frame such as 1 day to 1-week sessions. They want to get their employees trained and back on the job quickly.
3. Following are the *rankings* they placed on training in *order of need*, number 1 being the most important:
 1. A+ Certification, MCSE, CNE, Conversion 4.0 to Windows 2000, SQL
 2. Unix, AIX, Visual Basic,
 3. Cisco, E-commerce/E-business, Web Development
 4. Firewall/Security, Groupwise, Linux,
 5. Testing Site
4. Companies would like to have a Sylvan Testing Center here in Decatur.
5. Companies want to keep the money spent on training in Decatur.

Potentially locating the Center at the Decatur Public Library would have several advantages:

- Centrally located
- Allow library to have physical presence in providing information technology training to area businesses
- The library and college collectively would be supporting economic development for the community, as well as current and prospective area businesses

RICHLAND COMMUNITY COLLEGE'S

PROPOSED INFORMATION TECHNOLOGY TECHNICAL TRAINING & CERTIFICATION CENTER

FOR CONSIDERATION:

Reciprocal arrangement - NIMS classroom in exchange for Decatur Public Library staff to attend computer workshops or technical certification classes when course has made enrollment (breakeven number of participants)

Cost to the college:

1. to rent approximately 1,600 square feet of space in unoccupied space of library
2. construction : 2 - 20' x 20' classrooms
1 - 20' x 20' office/technical work area
1 - 20' x 20' reception area to include Sylvan Testing Center *
3. network and phone cabling/wiring and internet access will be required

Technical discussions of additional details can be pursued in the future if a collaborative arrangement would be beneficial.

* Sylvan Testing Center Requirements:

- a. Room has to be sound proof
- b. Computer and keyboard in room have to be visible to an administrator at all times (this can be by a camera or windows in the room)
- c. Good ventilation, lighting and enough space for the person to be comfortable
- d. Locker for the person's personal belongings as they are not allowed to take anything in the room