

DECATUR PUBLIC LIBRARY

247 EAST NORTH STREET DECATUR, ILLINOIS 62523

ROBERT H. DUMAS, City Librarian



BOARD OF DIRECTORS MEETING

AGENDA

SEPTEMBER 21, 1978

- I. CALL TO ORDER
DEAN HOLCOMB, PRESIDENT
- II. APPROVAL OF MINUTES:
 - A. REGULAR BOARD MEETING AUGUST 17, 1978
- III. LIBRARIAN'S REPORT
- IV. REPORTS OF COMMITTEES
 - A. PROPERTIES AND FINANCE
 1. Approval of Bills
 2. Klingaman Resolution
 - B. POLICIES, PUBLIC RELATIONS AND PERSONNEL
- V. OLD BUSINESS
- VI. NEW BUSINESS
- VII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

Mrs. Batterham
Mr. Borchers
Mr. Grieve
Mr. Holcomb
Mrs. Jackson
Mr. Marshall
Mrs. Moore
Mrs. Schaub
Mr. Stewart

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - September 21, 1978

The regular meeting of the Board of Directors of the Decatur Public Library was held September 21, 1978 in the board room of the main library.

<u>Members Present:</u>	<u>Members Absent:</u>	<u>Others Present:</u>
Mrs. Batterham	None	Mr. Dumas
Mr. Borchers		Mr. Poertner
Mr. Grieve		Miss Schwegman
Mr. Holcomb		
Mrs. Jackson		
Mr. Marshall		
Mrs. Moore		
Mrs. Schaub		
Mr. Stewart		

The meeting was called to order at 4:30 p.m. by Mr. Holcomb, who stated he planned to deviate from the regular agenda and asked that the Board meet in Executive Session at this time.

The regular meeting reconvened at 5:10 p.m.

Reporting as Chairman of the Properties and Finance Committee, Mr. Stewart gave an informational report on the summary of income and expenditures through August 31, 1978 and bills approved through that date. Mr. Stewart stated he was having some difficulty in decoding items on the bill list and did not know exactly what he was initialing at times. Mr. Dumas explained that 940 is the Library Code and that there should be reference to the object code on each item. Mr. Dumas further indicated he would have Mrs. Wheeler jot down in longhand the information when more than one contract number is involved. Mr. Stewart requested that all items under Code 525 not be grouped together under books as this was misleading. Mr. Dumas stated he would ask Joe DeMichael at the City to add a Code No. 525a to cover AV materials purchased. Mr. Stewart further requested that a standard travel expense form be used by library staff such as the form used by the City. Mr. Dumas stated this would be done. The motion for approval of the report by Mr. Stewart was seconded by Mr. Marshall and was approved by a roll-call vote, with Mrs. Jackson abstaining.

Mr. Stewart noted that all members present had received a copy of the Klingaman Resolution and due to the lateness of the hour moved the inclusion of the Resolution in the minutes of the Board, foregoing the reading of the Resolution. Mrs. Batterham seconded the motion and it was approved.

As Chairman of the Policies, Public Relations and Personnel Committee, Mrs. Moore stated that in accordance with Board Policy an employee who felt

a grievance had not been satisfactorily resolved was granted a hearing before the Committee on September 14 and the employee was notified of the Committee's decision. Mrs. Moore stated that at the request of Mr. Dumas the Committee will concentrate at the next few meetings on review of the Policy Manual to see if any revisions are necessary.

Mrs. Moore moved that the salary of Mr. Dumas be increased 7% retroactive to May 1, 1978. Mrs. Batterham seconded the motion and it was approved by a roll-call vote, with Mrs. Jackson abstaining.

It was requested by Mr. Marshall to have the Minutes acknowledge that the City Council authorized the Library's repair and maintenance assessment for next year, but did not grant our request for a working cash fund for next year.

At this time Mr. Holcomb asked Mr. Dumas to present Mr. Hippenhammer, Children's Librarian, to the Board. Mr. Dumas stated he had requested Mr. Hippenhammer to appear before the Board to tell us what he has been doing, his future plans, his philosophy, and how he has managed to completely reverse the downward trend in the circulation of children's books. Mr. Hippenhammer stated there are two trends developing over the country: (1) Serving more and more the recreational reading needs of children, especially in the non-fiction area and (2) Placing emphasis on the pre-school child in program planning. Mr. Hippenhammer "tossed out" the idea to the Board of using educational three-dimensional toys for children in the Library and stated that ALA has published a book on this concept. Mr. Hippenhammer further stated that we have an excellent quality of book collection in his department, largely due to the Library's book selection policy. Mrs. Schaub commented: "Toys may bring them in, but what is doing it right now is the affection the children are getting and the enthusiasm, and I think that is what is going to make the Library go." Mr. Dumas heartily agreed. Mrs. Jackson stated she was glad to hear the Library is working with the younger children as this helps the teachers do a more effective job when the children reach school age. Millikin students have also been given a great deal of help by the Children's Department in their Children's Literature course, Mrs. Batterham stated, as Millikin does not have the books to support them.

The minutes of the regular board meeting of August 17, 1978, were approved at this time.

Mr. Marshall commented that more Library Trustee workshops are coming up - this weekend in Galesburg and the week after that in Rockford, and urged attendance of board members as he felt them most worthwhile.

In his statistical report to the Board, Mr. Dumas stated he had included the audio-visual circulation this month as had been requested, but reminded the Board that our A-V collection is still rather small; however, it does tell us what the total collection is doing. Mr. Holcomb remarked

that he had requested the figures as he remembered several years ago in the Annual Report that A-V circulation was up when everything else was down. Mr. Dumas commented that we now have over 4,500 phono discs and approximately 350 cassettes in our collection, and that it is still growing. We have allocated an extra amount to the A-V collection for the last few years and will continue to do so until the collection gets to a fair size.

Materials in the state of processing in the Technical Services Department of the Library have been declining very rapidly the last three months and the enormous record backlog is almost non-existent Mr. Dumas stated. Mr. Dumas reported that the large window on the Franklin Street side of the building had been cracked and was replaced. Mrs. Portz had painted a beautiful picture on the window, but this will not be done again as it is feared to be an attraction for vandalism. A second exit in the children's story room has been recommended by the fire inspector and will be accomplished in the near future to provide an extra margin of safety, Mr. Dumas stated.

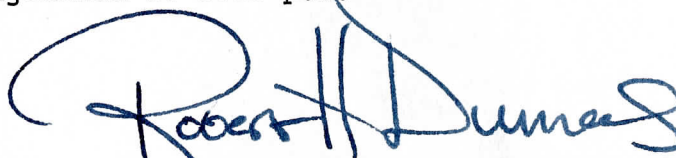
Mr. Dumas reported that a computer terminal has been down since the beginning of August and after his making several telephone calls for service, a workable light pen has still not been received. Mr. Dumas stated he felt there is a breakdown at the lower supervisory level of the company because the paperwork is not moving, and had written a letter to the President of CLSI, Walter Winshall, to solicit his help in correcting the situation, in order to give us the kind of service we have the right to expect. Mr. Holcomb suggested they should give us an extra loaner for catch-up time. Mr. Dumas further reported that Mr. Seidl and Mr. Klingaman are planning a trip to St. Louis in the near future to talk to the Schumacher Company and iron out any problems that may be arising. Mr. Dumas stated we have made a fairly important change a couple of months ago in the Cataloging Department of the Library. For years we have been doing our cataloging from LC proof sheets. This was a monster with respect to getting the materials filed, and Miss Hadley and Miss Williams felt the service could be discontinued. Miss Hadley indicated that enough books now have advance catalog information, so it is now immediately available. The discontinuance of this practice will be quite a saving to us and if it turns out our judgement was wrong we can go back to the old system, Mr. Dumas stated. Mrs. Batterham suggested that Mr. Dumas bring an LC proof card to the next meeting in order for members to see what is involved.

It was noted by Mr. Marshall that at the three-month interval on the financial statement temporary salaries are over spent. Mr. Dumas explained that some temporary people were used to cover for employees on vacation this summer, but that the bulk of the overage was due to the use of temporary help in place of a Sr. Building Custodian and a Building Custodian, which positions have been vacant most of the time since the first of this fiscal year. Mr. Marshall further noted since the Library's retirement fund payment is now to be paid from the special City fund for this purpose, that the City owes the Library approximately \$20,000 in moneys previously paid by the Library for this purpose the first part of the fiscal year. Mr. Dumas stated that in previous years the reimbursement had been added to the library account on a special line near the bottom of the statement, but that he was not certain how it would be handled this fiscal year. Mr. Marshall's only concern, however, was that the Library be reimbursed the \$20,000 already paid.

Under Old Business, Mr. Holcomb asked if the Library had had adverse comments on the closing of the Franklin Street parking lot, and Mrs. Moore stated that circulation personnel had told her there have been numerous complaints. Mr. Holcomb also reminded the Personnel Committee to study the matter of the wheelchair patron who was having difficulty entering the Library.

In closing comments, Mr. Holcomb stated that he felt the first review of the Policy Statement should be done by the City Librarian, and that the burden of the review should not be placed on the Personnel Committee as it takes too many Committee hours. The Committee could then act upon suggested changes or improvements made by Mr. Dumas. Mr. Dumas stated he felt it was incumbent on the Committee to make and raise questions as they are questions of what kind of a Library the Board wants to have. Mr. Holcomb stated, however, he felt the City Librarian should take the initial action as he is more familiar with the policies, and then point out the weaknesses and strengths to the Committee.

The meeting was adjourned at 6:30 p.m.



Robert H. Dumas, City Librarian

For Secretary of the Board

STATISTICAL REPORT

August, 1978

CIRCULATION

	<u>Adult</u>	<u>Youth</u>	<u>Juvenile</u>	<u>Total</u>	<u>Y-Date</u>
Total Books 1978 -	23,100	2,711	17,087	42,898	184,295
1977 -	24,339	2,787	14,173	41,289	172,086
A-V Materials, 1978	1,080	--	61	1,141	4,024
1977	982	--	N/A	982	3,747
Total Circulation, 1978	24,180	2,711	17,148	44,039	188,319
1977	25,321	2,787	14,173	42,271	175,833

TECHNICAL PROCESSING

Cataloging

New books added	936
New titles added	370
Books withdrawn	1,213
Books mended	1,421

Acquisitions

Books checked in	1,105
Telephone directories	42
Pamphlets	282
Gifts	106

Materials in the State of Processing

Materials (physical items) -	867
Titles	- 716

FINANCIAL REPORT

	<u>Budgeted</u>	<u>YTD Expended</u> <u>1977/78</u>	<u>YTD Expended</u> <u>1978/79</u>	<u>Unencumbered</u>
Personal Services	714,481	194,197	233,998	480,483
Operating	183,746	39,172	38,540	145,206
Capital & Books	171,274	29,572	44,084	127,190

STAFF STRENGTH

	<u>Strength</u> <u>Previous Month</u>	<u>Terminations</u>	<u>New Staff</u>	<u>Present</u> <u>Strength</u>
Professional	8	--	--	8
Library Assistants	8 + 1 (80 hrs)	--	--	8 + 1 (80 hrs)
Clerical	22 + 12 (1290 hrs)	--	--	22 + 12 (1189 hrs)
CETA	5	--	--	5
Maintenance	1	--	1	2

Current Vacancies: 3 Technical Services Clerks I, 1 Sr. Bldg. Custodian

R E S O L U T I O N

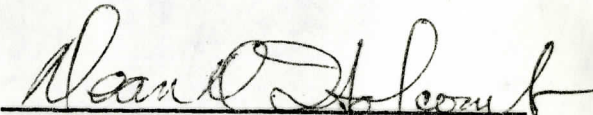
INASMUCH as Dean Klingaman in his capacity as engineer and private citizen has undertaken as a civic duty to serve as a volunteer consultant to the Decatur Public Library for the design, planning, and specification of a bookmobile trailer to meet the continuing needs of the Library in extending its services to all neighborhoods in the City of Decatur, and

WHEREAS it is the desire of the Board of Library Directors to acknowledge these services and to make known its recognition that these tasks, requiring much technical expertise, critical judgement, and the expenditure of long hours of personal time, were willingly and ably performed by Mr. Klingaman to the great benefit of the Library and the residents of the City of Decatur,

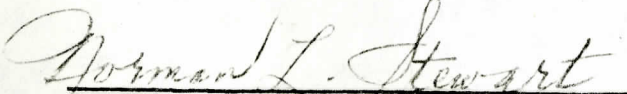
THEREFORE, BE IT RESOLVED that the Board of Directors of the Decatur Public Library, Decatur, Illinois, now and by these presents, makes known to Dean Klingaman its gratitude and appreciation for his generosity and help extended in bringing the bookmobile trailer project to fruition, and

BE IT FURTHER RESOLVED that a copy of this Resolution be incorporated into the Minutes of this meeting of the Board of Directors of the Decatur Public Library, Decatur, Illinois.

DATED this 21st day of September, 1978.


President

Attest:


Secretary

CITY OF DECATUR, ILLINOIS

Decatur Public Library

Month of August, 1978

<u>NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
43819	Postmaster	Postage	6.40
43830	Treas-% Employee's Ins Fund	Life & hosp ins	1,355.55
43853	Treas-% Payroll Fund	Pd ending 8-2-78	23,129.83
43862	First National Bank	Investment	275,000.00
43863	"	"	46,750.21
43864	Millikin National Bank	"	70,310.10
43921	Treas-% Payroll Fund	Pd ending 8-9-78	1,170.53
43950	Illinois Power Co.	Power for month (electricity)	2,364.74
44017	American Hotel Assn.	Books	22.50
44018	Black & Co.	Hardware supplies	43.90
44019	Bluegrass Unlimited, Inc.	Books	8.00
44020	Cataloging Dist Service	"	70.00
44021	DRG Records	"	9.98
44020	DashDisposal	Service for month	13.00
44023	Downtown Decatur Council, Inc.	Parking for August	300.00
44024	E P Dutton & Co.	Books	8.00
44025	Peter Eaton	"	48.93
44026	Europa Publ Ltd.	"	60.00
44027	Fordham Equipment Co.	Office supplies	419.04
44028	HNH Distributors Ltd.	Books	12.89
44029	Illinois Bell Telephone Co.	Telephone service	566.86
44030	Illinois Power Co.	Gas bill	18.23
44031	Instructor Subscription Agency	Books	5,317.49
44032	K's Merchandise Mart	Radio & camera	86.40
44033	Microfilming Corp of America	Books	31.00
44034	Modern Business Systems, Inc.	Savin copier	233.54
44035	National Audubon Society	Books	21.70

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
4036	Norman's Cleaners	Laundry service	12.94
44037	Otis Elevator Co.	Service for month	227.26
44038	Pilot Books	Books	3.45
44039	Rolling Prairie Libraries	Computer control system	875.00
44040	Runner's World	Books	4.75
44041	Spectator Book Shoppe	Books	39.75
44042	Who's Who	"	54.50
44162	Dr. Herbert J. Bavor	Professional services	25.00
44310	Treas-% Payroll Fund	Pd ending 8-16-78	23,828.63
44328	The Advocates	Books	12.00
44329	American Library Assn.	"	8.40
44330	Educators Progress Service	"	13.45
4031	Indianapolis Star	"	51.50
44332	Library Cards Ltd.	Catalogue cards	265.16
44333	Modern Business Systems	Savin copier	27.77
44334	Newbury House Publ.	Books	10.95
44335	Regent Book Co.	"	110.54
44336	Regional Art Fair	"	10.00
44337	Stappenbeck Book Bindery	Book binding	37.48
44338	Titanic	Books	8.00
44339	Treas-% Water Revenue Fund	Water bill	82.75
44340	University of Pittsburgh	Books	7.44
44341	West Publ Co.	"	111.00
44389	Decatur Herald & Review	Classified ad	18.00
44437	Treas-% Payroll Fund	Service recognition pay	60.00
44362	Treas-% General Operating Fund	Administrative costs	1,020.83
44464	Postmaster	Postage	12.80
44454	Millikin National Bank	Service costs on Library bonds	33.80

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO.</u>	<u>FOR:</u>	<u>AMOUNT</u>
44509	Treas-% Payroll Fund	Pd ending 8-23-78	1,177.79
44566	American Assn for State & Local History	Books	24.00
445	" Hospital Assn	"	40.00
44568	Associated Calculators	File cabinets	147.50
44569	Audio Brandon Films, Inc.	Film rental	39.25
44570	B P S Camera Shop	Splicing tape	8.00
44571	Bro Dart, Inc.	Books	76.32
44572	Champaign Audio Visual	Projectors	83.75
44573	Joe Cleary Intl.	Automotive parts	34.02
44574	Comp Care Publ.	Books	5.95
44575	Consumer News, Inc.	"	4.95
44576	Decatur Paint & Varnish	Paint	34.93
44577	" Paper House	Posterboard	98.02
44578	Central Trust Bank	Savin copier	118.75
44579	Dept of Agriculture	Books	2.00
44580	Euroclass Record Distributors Ltd.	"	19.96

VOU.NO.	PAYMENTS MADE TO:	FOR:	AMOUNT
44581	Gaylord Brothers, Inc.	Office supplies-record cases	444.54
44582	IFG Leasing Co.	Circulatory control system	870.00
44583	Industrial Printing, Inc.	Book plates	121.90
44584	Josten's Library Service	Office supplies	33.12
44585	June Record Co.	Books	6.00
44586	Library Cards Ltd.	Catalog cards	98.28
44587	Miller Products Co.	Janitorial supplies	121.20
44588	Mid-York Library	Books	30.00
44589	Porter Sargent Publ., Inc.	"	23.87
44590	Supt of Documents	"	8.00
44591	"	"	31.80
44592	U S Government Printing Office	"	1.30
44635	American Gas Assn.	"	8.50
44636	Baker & Taylor Companies	"	4,406.01
44637	Biblio Dist. Center	"	1,747.00
44638	Dick Blick	Office supplies	43.74
44639	Doubleday & Co.	Books	326.31
44640	Ill Bell Telephone Co.	Telephone service	78.84
44641	Irish-Behnke & Co.	Insurance premium	2,553.00
44642	Marion Lukasik	Travel	151.50
44643	Musical Heritage Society	Books	5.00
44644	National Record Plan	"	627.25
44645	North American Liturgy Resources	"	15.80
44646	Rolling Prairie Libraries	" & supplies	248.97
44650	Millikin National Bank	Investment	15,250.00
44659	"	"	75,000.00
44858	Treas-% Payroll Fund	Pd ending 8-30-78	23,964.18

TOTAL LIBRARY FUND VOUCHERS

\$582,483.27

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

REVENUE ITEMS		MAY 1, 1978 THRU AUG 31, 1978		YEAR TO DATE		UNCOLLECTED		% OF	
ESTIMATED	CURRENT MONTH	RECEIPTS	REVENUE	RECEIPTS	REVENUE	REVENUE	EST.	EST.	
1	FUND BALANCE MAY 1, 1978	0.00	196,382.00	218,660.02	22,278.02				
2	NON-RESIDENCY FEES	0.00	0.00	0.00	0.00				
3	LOST & DAMAGED BOOKS	0.00	0.00	0.00	0.00				
4	CURRENT YEAR TAXES	445,800.00	930,000.00	445,800.00	484,200.00				
5	PRIOR YEAR TAXES	0.00	0.00	0.00	0.00				
6	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00				
7	LIBRARY FINES & FEES	1,637.76	13,500.00	7,115.86	4,175.69				
8	NON-RESIDENT FEES	108.00	16,000.00	320.90	8,824.54				
9	LOST & DAMAGED BOOKS	364.07	1,400.00	873.44	679.10				
10	PRINTS MADE ON COPY MACHINE	48.61	1,550.00	313.32	526.56				
11	MISCELLANEOUS INCOME	666.06	6,400.00	2,071.31	4,328.69				
12	TOTAL REVENUE	1,170,232.00	448,624.50	688,368.09	481,863.91			58.82	
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BUDGET AND PURCHASE ORDERS		YEAR TO DATE		UNENCUMBERED	
APPROPRIATION	CURRENT MONTH	EXPENDITURES	BALANCE	EXPENDITURES	% OF
591,396.00	65,802.80	200,081.48	391,314.52		
86,756.00	0.00	19,851.61	66,904.39		
3,175.00	0.00	4,943.98	12,220.02		
16,970.00	1,231.60	8,264.17	7,705.83		
15,994.00	0.00	18.00	1,144.74		
5,000.00	523.82	1,995.68	3,004.32		
10,000.00	237.36	1,576.88	8,423.12		
9,175.00	4.00	2,288.61	6,886.39		
1,000.00	0.00	2,255.63	7,744.37		
600.00	0.00	0.00	600.00		
1,000.00	23.00	300.00	700.00		
11,650.00	0.00	0.00	11,650.00		
28,675.00	2,382.97	8,245.47	20,429.53		
7,000.00	645.70	2,368.37	4,631.63		
2,750.00	85.75	1,477.74	1,272.26		
5,000.00	23.50	866.74	4,133.26		
1,176.00	0.00	1,176.00	0.00		
6,500.00	719.31	2,427.41	4,072.59		
800.00	0.00	1.25	798.75		
1,000.00	0.00	518.59	481.41		
4,500.00	347.53	809.52	3,690.48		
1,000.00	0.00	340.17	659.83		
5.00	0.00	0.00	5.00		
9,000.00	1,092.18	3,923.34	5,076.66		
53,000.00	0.00	0.00	53,000.00		
12,250.00	1,020.83	4,083.32	8,166.68		
10,980.00	60.00	255.00	10,725.00		
10,510.00	2,553.00	6,843.00	3,667.00		
898,227.00	79,379.88	272,538.66	625,688.34		30.34
54,274.00	1,745.00	8,595.00	45,679.00		

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

MAY 1, 1978 THRU AUG 31, 1978

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
520	OTHER MACHINERY & EQUIPMENT	7,000.00	0.00	0.00	0.00	7,000.00	
525	LIBRARY BOOKS RECORDS & EXHIBITS	110,000.00	0.00	13,698.59	35,489.07	74,510.93	
	TOTAL CAPITAL OUTLAY	171,274.00	0.00	15,443.39	44,084.07	127,189.93	25.74
	TOTAL EXPENDITURES	1,069,501.00	0.00	94,823.27	316,622.73	752,878.27	29.60
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MAY 1, 1978 THRU AUG 31, 1978

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1978	28,370.00	0.00	31,387.85	3,017.85	
CURRENT YEAR TAXES	117,870.00	61,000.00	61,000.00	56,870.00	
PRIOR YEAR TAXES	0.00	0.00	1,139.55	1,139.55	
INTEREST ON INVESTMENTS	2,000.00	0.00	987.70	1,032.30	
TOTAL REVENUE	148,240.00	61,000.00	94,495.10	53,744.90	63.74

OBJECT CODE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
58	100.00	0.00	33.80	33.80	66.20	33.80
410	117,870.00	0.00	0.00	8,935.00	108,935.00	7.58
TOTAL EXPENDITURES	117,970.00	0.00	33.80	8,968.80	109,001.20	7.60

MAY 1, 1978 THRU AUG 31, 1978

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1978	52,204.00	0.00	51,943.45	260.55	
INCOME	300.00	0.00	0.00	300.00	
INTEREST ON INVESTMENTS	3,500.00	0.00	1,649.64	1,850.36	
MISC INCOME	0.00	0.00	0.00	0.00	
TOTAL REVENUE	56,004.00	0.00	53,593.09	2,410.91	95.70
OBJECT OF EXPENDITURE					
BUDGET AND APPROPRIATION OUTSTANDING	0.00	0.00	0.00	0.00	0.00
PURCHASE ORDERS CURRENT MONTH EXPENDITURES	0.00	0.00	0.00	0.00	0.00
YEAR TO DATE EXPENDITURES	0.00	0.00	0.00	0.00	0.00
UNENCUMBERED BALANCE	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00

ACTIVITY 943 DECATUR PUBLIC LIBRARY - C E T A

MAY 1, 1978 THRU AUG 31, 1978,

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	YEAR TO DATE UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1978	0.00	0.00	0.00	0.00	
TRANS FROM CITY OF DECATUR	30,000.00	4,106.70	12,230.34	17,769.66	
TOTAL REVENUE	30,000.00	4,106.70	12,230.34	17,769.66	40.77

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
101	REGULAR SALARIES	24,819.00	0.00	5,184.09	15,539.94	9,279.06	
103	RETIREMENT FUND	4,212.00	0.00	0.00	1,502.64	2,709.36	
105	WORKMENS COMPENSATION	8.00	0.00	0.00	0.00	8.00	
107	HOSPITALIZATION & MEDICAL INSURANCE	850.00	0.00	11.05	444.20	405.80	
107 A	GROUP LIFE INSURANCE	111.00	0.00	12.90	51.60	59.40	
	TOTAL OPERATING EXPENDITURES	30,000.00	0.00	5,308.04	17,538.38	12,461.62	53.46
	TOTAL EXPENDITURES	30,000.00	0.00	5,308.04	17,538.38	12,461.62	58.46

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ACTIVITY 944 DECATUR PUBLIC TRUST FUND (BRIDGES)

MAY 1, 1978 THRU AUG 31, 1978

REVENUE ITEMS	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1978	842.00	0.00	1,082.00	240.00-	
REVENUE	900.00	0.00	0.00	900.00	
INTEREST ON INVESTMENTS	30.00	0.00	36.80	6.80-	
MISC INCOME	0.00	0.00	0.00	0.00	
TOTAL REVENUE	1,772.00	0.00	1,118.80	653.20	63.14

OBJECT CODE	OBJECT	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
58	EXPENDITURES	800.00	0.00	0.00	73.18	726.82	9.15
	TOTAL EXPENDITURES	800.00	0.00	0.00	73.18	726.82	9.15

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