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457 NORTH MAIN STREET DECATUR, ILLINOIS 62523

BOARD OF DIRECTORS MEETING

AGENDA

NOVEMBER 18, 1966

- I. CALL TO ORDER
W. A. SAPPINGTON, PRESIDENT
- II. ACTION ON MINUTES OF REGULAR BOARD MEETING OCTOBER 14, 1966
- III. COMMITTEE REPORTS
 - A. FINANCE COMMITTEE
MR. OLSEN, CHAIRMAN
 - B. PERSONNEL COMMITTEE
MR. OLSEN, CHAIRMAN
 - C. POLICY COMMITTEE
MR. GROHNE, CHAIRMAN
 - D. PROPERTIES COMMITTEE
MR. WEST, CHAIRMAN
- IV. UNFINISHED BUSINESS
- V. NEW BUSINESS
 - A. SET DATE FOR DECEMBER MEETING
- VI. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

MR. SAPPINGTON
MR. WEST
MR. GROHNE
MR. MILLER
MRS. RUSSELL
MR. SCHUERMAN

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

MINUTES OF BOARD OF DIRECTORS' MEETING - NOVEMBER 18, 1966

THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE DECATUR PUBLIC LIBRARY WAS HELD NOVEMBER 18, 1966 IN THE BOARD ROOM OF THE MAIN LIBRARY.

MEMBERS PRESENT:

MR. GROHNE
MR. MILLER
MRS. RUSSELL
MR. SAPPINGTON
MR. SCHUERMAN
MR. TEBUSSEK

MEMBERS ABSENT:

MR. OLSEN
MRS. POGUE
MR. WEST

OTHERS PRESENT:

COLEMAN MOBLEY
(DECATUR HERALD)
MISS EDNA F. JONES
MISS HELEN SCHWEGMAN

THE MEETING WAS CALLED TO ORDER AT 4:10 P.M. BY MR. SAPPINGTON.

THE MINUTES OF THE BOARD MEETING OF OCTOBER 14, 1966 WERE APPROVED.

MR. SAPPINGTON ANNOUNCED THAT THE LIBRARY PAY GRADE SCHEDULE HAS NOW BEEN BROUGHT UP TO THE CITY OF DECATUR SCALE, AND THAT ANY FUTURE INCREMENTS RECEIVED BY THE CITY WILL AUTOMATICALLY BE PASSED ON TO THE LIBRARY STAFF.

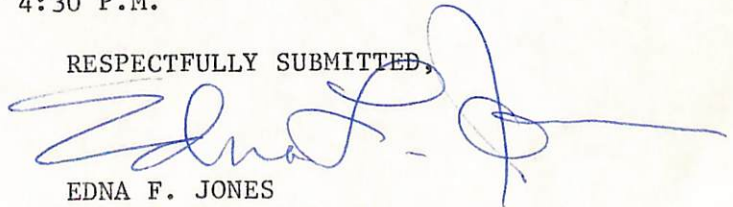
TERMS OF THE RENTAL AGREEMENT BETWEEN DECATUR PUBLIC LIBRARY AND THE OWNER OF THE DILL BRANCH LIBRARY BUILDING, SWARTZ HOMES, INC., WERE DISCUSSED. DUE TO THE EXPIRATION OF THE CONTRACT LEASE, THE AGREEMENT IS NOW BEING CONTINUED ON A MONTH TO MONTH BASIS, WITH THE BOARD STILL HOLDING AN OPTION TO BUY. IT WAS DECIDED THAT THE MATTER WOULD BE DISCUSSED FURTHER UPON THE ARRIVAL OF THE NEW CITY LIBRARIAN.

NO ACTION WAS TAKEN BY THE BOARD AT THIS MEETING DUE TO THE EXPECTED ARRIVAL OF MR. ROBERT H. DUMAS, CITY LIBRARIAN, WITHIN THE WEEK.

DECEMBER 16 WAS APPROVED AS THE DATE OF THE NEXT REGULAR BOARD MEETING.

THE MEETING WAS ADJOURNED AT 4:30 P.M.

RESPECTFULLY SUBMITTED,



EDNA F. JONES
ACTING CITY LIBRARIAN

STATEMENT OF CASH AND INVESTMENTS
CITY OF DECATUR
OCTOBER 31, 1966

<u>Name of Fund</u>	<u>All Funds Cash on Hand (Deficit)</u>	<u>Investments</u>	<u>Fund Balance</u>
General Fund	\$ 44,835.38	\$ 538,330.04	\$ 583,165.42
Water Fund	282,286.93	1,074,588.90	1,356,875.83
Motor Vehicle Parking System Revenue	106,530.32	166,798.45	273,328.77
<u>Other Agencies</u>			
Central Park	1,638.31	1,972.69	3,611.00
Civil Defense	2,163.45	2,000.00	4,163.45
Municipal Band	0.00	0.00	0.00
Playground & Recreation	10,058.40	0.00	10,058.40
Public Library	45,261.32	124,416.67	169,677.99
TOTAL - OTHER AGENCIES	59,121.48	128,389.36	187,510.84
Motor Fuel Tax	21,654.13	209,783.58	231,437.71
1961 Street Improvement Bond	8,466.35	0.00	8,466.35
1963 Street Improvement Bond	1,891.91	0.00	1,891.91
1966 Street Improvement Bond	69,960.76	2,669,897.78	2,739,858.54
1963 Downtown Traffic Signal	31,844.28	74,107.11	105,951.39
1966 Traffic Control Signal	6,505.89	89,362.22	95,868.11
1966 Bridge Bond	5,782.77	94,362.22	100,144.99
Urban Renewal Performance	44,061.50	0.00	44,061.50
<u>Trust Funds</u>			
Illinois Municipal Retr.	1,956.91	0.00	1,956.91
Public Benefit	8,063.68	42,500.00	50,563.68
Employee Pension	5,676.89	0.00	5,676.89
Withholding Tax	16,362.40	0.00	16,362.40
Right-of-Way Acquisition	217.09	2,800.00	3,017.09
Unclaimed Rebate	830.77	6,000.00	6,830.77
Firemen's Pension	36,752.20	0.00	36,752.20
Police Pension	16,899.24	0.00	16,899.24
TOTAL - TRUST FUNDS	\$ 86,759.18	\$ 51,300.00	\$ 138,059.18

SUMMARY OF INCOME AND EXPENDITURES
SIXTH MONTH ENDING OCTOBER 31, 1966

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ACTIVITY: 940 DECATUR PUBLIC LIBRARY

<u>REVENUE</u>	<u>ESTIMATED REVENUE</u>	<u>RECEIVED TO-DATE</u>	<u>% OF EST.</u>
Surplus May 1st 1966	17,556.00	21,636.31	123.24
Tax Levy Receipts-Current	303,800.00	253,482.65	83.44
Tax Levy Receipts-Prior	4,600.00	0.00	0.00
Fines & Fees	13,000.00	6,440.68	49.54
Non-Resident Fees	676.00	203.00	30.03
Interest on Investments	600.00	1,322.35	220.39
Illinois State Library Reimbursement	400.00	0.00	0.00
Lost & Damaged Books	694.00	286.97	41.35
Reserves	108.00	11.85	10.97
Memorial Books	35.00	0.00	0.00
Prints Made on Copy Machine	317.00	127.00	40.06
Plastic Bags	90.00	3.21	3.57
Postage	366.00	106.09	28.99
Rolling Prairie Libraries	3,000.00	0.00	0.00
Miscellaneous	2,028.00	234.76	11.58
 TOTAL REVENUE	 347,270.00	 283,854.87	 81.74

1966 - 1967 BUDGET
ACTIVITY: 940 DECATUR PUBLIC
LIBRARY

<u>OBJECT CODE NO.</u>	<u>OBJECT OF EXPENDITURES</u>	<u>APPROPRIATION</u>	<u>EXPENDITURES TO-DATE</u>	<u>UNENCUMBERED BALANCES</u>
940.101	Regular Salaries	200,276.94	75,529.15	124,747.79
940.109	Temporary Salaries	25,415.00	7,337.36	18,077.64
<u>CONTRACTUAL SERVICES</u>				
940.201	Advertising	100.00	89.06	10.94
940.202	Printing & Binding	2,500.00	0.00	2,500.00
940.211	Service to Maintain Buildings	10,750.00	5,572.14	5,177.86
940.212	Service to Maintain Improvements Other Than Buildings	150.00	72.75	77.25
940.214	Service to Maintain Office Equipment	924.00	233.92	690.08
940.215	Service to Maintain Automotive Equipment	600.00	71.70	528.30
940.221	Auditing Services	600.00	600.00	0.00
940.229	Other Professional Services	2,000.00	52.00	1,948.00
940.231	Electricity	3,000.00	1,229.88	1,770.12
940.233	Telephone & Telegraph	2,446.36	1,244.19	1,202.17
940.241	Travel Expense	610.00	187.87	422.13
940.244	Freight & Cartage	200.00	49.00	151.00
940.245	Postage	1,400.00	576.08	823.92

1966 - 1967 BUDGET
ACTIVITY: 940 DECATUR PUBLIC
LIBRARY

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OBJECT CODE NO.	OBJECT OF EXPENDITURES	APPROPRIATION	EXPENDITURES TO-DATE	UNENCUMBERED BALANCES
940.284	Professional & Technical Service Fees & Costs	342.50	178.00	164.50
940.288	Rentals	11,400.00	3,376.09	8,023.91
940.299	Contractual Services Not Otherwise Classified	150.00	139.53	10.47
<u>COMMODITIES</u>				
940.302	Books, Publications, and Maps	41,440.00	10,758.63	30,281.37
940.310	Gas, Oil, & Anti-Freezer	303.00	129.18	173.82
940.312	Janitorial Supplies	25.00	5.37	19.63
940.320	Materials to Maintain Buildings and Other Improvements	1,300.00	1,199.26	100.74
940.324	Materials to Maintain Automotive Equipment	600.00	98.24	501.76
940.330	Medical & Laboratory Supplies	15.00	0.00	15.00
940.345	Office Supplies	5,600.00	1,924.45	3,675.55
<u>OTHER CHARGES</u>				
940.402	Contingencies	3,000.00	400.00	2,600.00
940.423	Other Insurance	4,500.00	3,273.03	1,226.97
TOTAL - OPERATING EXPENDITURES		<u>319,247.80</u>	<u>114,326.88</u>	<u>204,920.92</u>
<u>CAPITAL OUTLAY</u>				
940.515	Office Machinery and Equipment	<u>2,516.50</u>	<u>0.00</u>	<u>2,516.50</u>
TOTAL - CAPITAL OUTLAY		<u>2,516.50</u>	<u>0.00</u>	<u>2,516.50</u>
GRAND TOTAL		<u>321,764.30</u>	<u>114,326.88</u>	<u>207,437.42</u>

SUMMARY OF INCOME AND EXPENDITURES
SIXTH MONTH ENDING OCTOBER 31, 1966

ACTIVITY: 955 MUNICIPAL BAND FUND

REVENUE	ESTIMATED REVENUE	RECEIVED TO-DATE	% OF EST.
Surplus May 1st 1966	418.00	418.37	100.09
Tax Levy Receipts-Current	18,200.00	15,258.86	83.84
Tax Levy Receipts-Prior	300.00	0.00	0.00
TOTAL REVENUE	<u>18,918.00</u>	<u>15,677.23</u>	<u>82.87</u>