



DECATUR PUBLIC LIBRARY

247 EAST NORTH STREET DECATUR, ILLINOIS 62523

ROBERT H. DUMAS, City Librarian



BOARD OF DIRECTORS MEETING

AGENDA

OCTOBER 16, 1980

- I. CALL TO ORDER
SHIRLEY MOORE, PRESIDENT
- II. APPROVAL OF MINUTES
 - A. REGULAR BOARD MEETING SEPTEMBER 18, 1980
- III. CITY LIBRARIAN'S REPORT
- IV. REPORTS OF COMMITTEES
 - A. FINANCE AND PROPERTIES
 1. Approval of Bills
 - B. PERSONNEL AND PUBLIC RELATIONS
- V. OLD BUSINESS
- VI. NEW BUSINESS
- VII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

Mrs. Batterham
Mr. Grieve
Mrs. Jackson
Mr. Marshall
Mrs. Moore
Mr. Seidman
Mr. Susler
Ms. Taylor

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - October 16, 1980

The regular meeting of the Board of Directors of the Decatur Public Library was held October 16, 1980 in the board room of the main library.

Members Present:

Mrs. Batterham
Mr. Grieve
Mrs. Jackson
Mr. Marshall
Mrs. Moore
Mr. Seidman
Mr. Susler
Ms. Taylor

Members Absent:

None

Others Present:

Mr. Dumas
Miss Schwegman

The meeting was called to order at 4:35 p.m. by the President, Mrs. Moore.

The minutes of the regular board meeting of September 18, 1980 were approved as printed.

In his monthly report to the Board, Mr. Dumas noted that the shelving problem which has had an adverse effect on circulation the past several months has now been brought under control, with circulation increasing this month by some 13%, bringing us ahead in the year-to-date figure also.

Mr. Dumas stated that during the past month a survey was made of our collection to determine the extent of losses we are suffering. A similar survey was accomplished in 1975, Mr. Dumas explained. We took a sampling of approximately 1,000 volumes and came up with some interesting findings. The median age of the collection in 1975 was 15 years, and that is essentially what it is right now, which shows the staff has been doing their housekeeping fairly efficiently. The rate of availability has gone up and you now have an 86% chance of getting any book you want in the Library at any given time. In 1975 there was only a 73% chance. This significant improvement in rate of availability has improved the confidence of patrons in their Library, and has helped cause circulation to grow by some 31,000 volumes, Mr. Dumas noted. The 2½% loss figure means that approximately 2,500 books have been lost during the year, amounting to some \$20,000 of book money, which represents almost 15% of our book budget. This does not include audio-visual materials lost, which would probably account for another 7 or 8 thousand dollars. Mr. Grieve urged Mr. Dumas to investigate in depth security systems available and their cost. Mr. Dumas stated this was his plan, and he would present his findings for board approval or disapproval before budget making time.

As Chairman of the Finance and Properties Committee, Mr. Marshall gave an informational report on the summary of income and expenditures through September 30, 1980 and bills approved through that date. Mr. Marshall noted that on Voucher No. 71777, a CLSI maintenance billing, a deduction of \$133 had been made because of items they had billed us for which were not in service. Mr. Marshall also noted a bill from Betty and Bob's Florists for a bouquet sent to Mr. Stewart while hospitalized. The motion for approval of the report by Mr. Marshall was seconded by Mr. Grieve and was unanimously approved by a roll-call vote.

Mr. Marshall queried as to the status of the library security training program to be presented to staff by Western Illinois University personnel. Mr. Dumas replied he had written several letters outlining our needs and concerns and was now awaiting a reply to his last letter as to the probable cost of such a workshop so that a recommendation could be made to the Board.

As Chairman of the Personnel and Public Relations Committee, Mr. Grieve stated his Committee had no report at this time.

Under New Business, Mrs. Moore appointed the following nominating committee to fill the vice presidential vacancy on the Board: Mrs. Batterham, Chairman, Mrs. Jackson and Mr. Susler.

Having attended a Rolling Prairie Libraries board meeting, Mr. Susler reported that a seminar on the budgeting process is in the offing and there was a great to-do about pending legislation affecting regional libraries. Mr. Dumas explained that the legislation being considered is a change in the governance of regional libraries. Currently trustees are made up of delegates from individual member public libraries, and the other libraries represented are affiliates in a non-governing capacity. What is being proposed is that these libraries be given a voice on the board, which would mean dilution in the voice of public library trustees. Depending on how the legislation is written, it could mean a provision for additional funding to regional libraries; if not, it could mean greater competition for financially limited services. I have reservations about the funding problems, Mr. Dumas stated, as it could have serious consequences. The systems' boards are now composed primarily of laymen representing public libraries and if professional librarians from non-public libraries are appointed, it could be a mixed blessing. There are all sorts of questions to be raised if they do change the governance, Mr. Dumas concluded.

With no further business to come before the Board, the meeting was adjourned at 5:35 p.m.



Robert H. Dumas, City Librarian

For Secretary of the Board

STATISTICAL REPORT

September, 1980

CIRCULATION

	<u>Adult</u>	<u>Youth</u>	<u>Juvenile</u>	<u>Total</u>	<u>Y-Date</u>
Total Books, 1980 -	25,330	1,998	18,419	45,747	237,010
1979 -	23,168	2,087	15,686	40,941	232,290
A-V Materials, 1980 -	1,281	--	144	1,425	7,592
1979 -	1,267	--	90	1,357	7,189
Total Circulation, 1980 -	26,611	1,998	18,563	47,172	244,602
1979 -	24,435	2,087	15,776	42,298	239,479

TECHNICAL PROCESSING

Cataloging

New books added	1,333
New titles added	373
Books withdrawn	498
Books mended	1,498

Acquisitions

Books checked in	2,074
Telephone Directories	35
Pamphlets	230
Gifts	0

Materials in the State of Processing

Materials (physical items) -	583
Titles -	344

FINANCIAL REPORT

	<u>Budgeted</u>	<u>YTD Expended</u> <u>1979/80</u>	<u>YTD Expended</u> <u>1980/81</u>	<u>P.O.'s</u> <u>Out</u>	<u>Unencumbered</u>
Personal Services	885,083	265,597	344,199	--	540,884
Operating	145,702	50,824	64,387	28,693	52,622
Capital and Books	190,696	72,192	68,036	8,345	114,315

STAFF STRENGTH

	<u>Strength</u> <u>Previous Month</u>	<u>Terminations</u>	<u>New Staff</u>	<u>Present</u> <u>Strength</u>
Professional	7	--	--	7
Library Assistants	8 + 3 (240 hrs)	--	--	8 + 3 (240 hrs)
Clerical	19 + 12 (720 hrs)	1	2	20 + 12 (840 hrs)
CETA	3	--	--	3
Maintenance	3	--	--	3

Current Vacancies: 3 Technical Services Clerks I, 1 Library Clerk I

Computer Down-time for Month - None

DECATUR PUBLIC LIBRARY
COLLECTION SAMPLE ANALYSIS
CENTRAL LIBRARY
CIRCULATING DEPARTMENTS

September 27, 1980

LOST IN STOCK RATE (Annualized)

Central Library 944 Vols. 2.5%	Home Reading 2.6%	H.R-Fic 2.8%	H.R. N-F 2.2%	YA 1.5%	Child. Dept. 2.6%	JE 1.4%	J 2.9%	J-NF 3.3%
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Titles in Sample

	Central Library 740 Med.Yr. of Publ. 1967	Home Reading 527 1965	HR Fic 68 1964	H.R. N-F 459 1966	YA 59 1968	Child Dept. 154 1970	JE 32 1970	J 48 1971	JNF 74 1970
% Collection by Decade									
1940's or before	12%	15%	18%	14%	3%	7%	0%	17%	4%
1950's	16%	18%	18%	18%	10%	12%	19%	6%	13%
1960's	28%	26%	41%	24%	53%	24%	22%	21%	30%
1970's	44%	41%	23%	44%	34%	57%	59%	56%	53%

Rate of Availability

	Central Library	Home Reading	H.R. Fic	H.R. N-F	YA	Child. Dept.	JE	J	JN-F
overall	86%	87%	82%	87%	80%	87%	75%	91%	86%
1940's - before	89%	90%	93%	89%	50%	91%	-	87%	100%
1950's	92%	91%	90%	92%	100%	95%	100%	100%	91%
1960's	87%	88%	78%	89%	93%	82%	71%	70%	91%
1970's †	84%	84%	72%	85%	75%	86%	75%	92%	85%

Rate of Availability by Class

	Home Reading	YA	Children	Central Library
000	86%	-	-	86%
100	85%	-	100%	86%
200	78%	0%	50%	71%
300	89%	67%	91%	88%
400	100%	-	100%	100%
500	90%	50%	83%	86%
600	79%	100%	89%	81%
700	82%	80%	71%	81%
800	92%	100%	100%	93%
900	91%	100%	91%	91%
B	100%	100%	100%	100%
Fic	82%	83%	91%	86%
JE	-	-	78%	78%

CITY OF DECATUR, ILLINOIS

Decatur Public Library

September, 1980

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
71197	Citizens National Bank	Investment	42,230.12
71209	Treas-% Employee's Ins Fund	Life & hosp ins	1,331.28
71219	Treas-% Payroll Fund	Pd ending 9-3-80	1,688.98
71229	Harvey J. Inman	Travel reimbursement	19.80
71240	Treas-% Petty Cash Fund	Reimbursement	46.87
71247	Ill Power Co.	Electricity	4,291.40
71270	American Assn for Adv of Science	Books	76.00
71271	" Artist	"	46.00
71272	Dick Blick	Office supplies	53.61
71273	Boy Scout's of America	Books	68.15
71274	Consumer Reports	Books	154.00
71275	Creative Crafts	"	12.00
71276	Dash Disposal	Service for month	16.50
71277	Day's Paint Store	Paint & supplies	101.35
71278	Downtown Decatur Council	Parking for Sept.	440.00
71279	Englewood Electrical Corp.	Breakers	34.72
71280	GirlScouts of USA	Books	66.55
71281	Haines & Essick	Office supplies	29.08
71282	G K Hall & Co.	Books	423.62
71283	Betty Lou Hicks	Travel reimbursement	65.80
71284	Ill Bell Telephone Co.	Telephone charges	843.30
71285	Ill Power Co.	Gas bill	41.96
71286	Jan San Supply Co.	Janitorial supplies	62.56
71287	Kolbeck Electric Co.	Repair service	23.20
71288	Machula Business Interiors	Brackets	12.00
71289	MaconCounty Gutter	Down spouting	30.00

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
71290	Herman Miller, Inc.	Hardware	20.00
71291	New York Zoetrope	Books	10.95
71292	Norman's Cleaners	Laundry service	4.99
71293	Otis Elevator Co.	Service for month	268.11
71294	Rockfort Industries	Janitorial supplies	69.76
71295	Rolling Prairie Libraries	Control sustem	875.00
71296	Rossiters Office Machines	Repair service	61.80
71297	Sanitary District of Decatur	Sewer bill	23.28
71298	Tica, Inc.	Repair service	1,592.00
71299	Treas-% Water Revenue Fund	Water bill	74.59
71300	Vogue	Books	28.00
71447	Blair & Ketchum's Country Journal	"	15.00
71449	Instructor	"	11.49
71450	Quest	"	12.00
71500	J D Johnson & Son	Workmen's Comp ins	2,557.63
71586	Treas-% Payroll Fund	Pd ending 9-10-80	26,025.81
71446	American Library Assn.	Books	1.35
71712	Postmaster	Postage	26.60
71727	Treas-% Petty Cash Fund	Reimbursement	49.59
71735	Treas-% Payroll Fund	Sept service recog pay	165.00
71743	"	Pd ending 9-17-80	1,539.63
71745	American Library Assn.	Books	20.00
71746	Architectural Digest	"	36.00
71747	Audio Buff Co., Inc.	Audio visual materials	113.11
71748	Betty & Bob's	Flowers	15.00
71749	Black & Co.	Hardware supplies	31.94
71750	CLSI	Office supplies	19.18
71751	Calif. Financial Publications	Books	20.33
71752	Children's Book Council, Inc.	"	75.35

<u>VOIL NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
71753	Consumer Info Center	Books	34.35
71754	Gestetner Corp.	Office supplies	148.40
71755	Girl Scouts of the U S A	Books	18.41
71756	Housing	"	33.00
71757	Ill History	"	1.50
71758	Infoscan, Inc.	"	21.45
71759	Jan San Supply Co.	Janitorial supplies	48.51
71760	Martin Jeweler's	Books	17.25
71761	Natl Council of Teachers of English	"	30.00
71762	Natl Geographic Society	"	33.90
71763	Random House, Inc.	"	18.99
71764	Skateboarder Magazine	"	12.00
71765	Standard & Poor's Corp.	"	215.00
71766	TV Guide	"	20.00
71767	Universal 16	Film	40.00
71768	Woodall Publ Co.	Books	18.94
71769	Youth Publications	"	8.95
71774	American Chamber of Commerce	Books	50.00
71775	Dick Blick	Office supplies	240.85
71776	Bob's Repair Service	Modification of tractor	2,323.32
71777	C L Systems, Inc.	Maint for 3 mo	1,124.80
71778	Peter Eaton	Books	25.53
71779	Haines & Essick	Books	37.80
71780	Industrial Printing, Inc.	Printed forms	40.98
71781	Morgan Grampian Publ Co.	Books	30.00
71782	Natl Board of YWCA	"	5.95
71783	Natl Historical Society	"	15.00
71784	Schwann Record & Tape Guides	"	25.00
71785	Aviation Week Space Technology	"	100.00

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
71786	West Publ Co.	Books	145.25
71801	Treas-% Payroll Fund	Service recog pay	5.00
71820	Treas-% Gen Capital Impr Fund	Investment	20,921.48
71841	Lawyers Co-Operative Publ Co.	Books	12.65
71842	Standard Rate & Data Service, Inc.	"	316.50
71843	Supt of Documents	"	8.50
71844	Technical Book Review Index	"	25.00
71934	Treas-% Payroll Fund	Pd ending 9-24-80	27,138.13
71959	Badorek's Garage	Repair to station wagon	87.49
71960	Baker & Taylor - New York	Books	232.24
71961	" Chicago	"	8,885.86
71962	Doubleday & Co., Inc.	"	577.71
71963	Fantasy & Science Fiction	"	30.00
71964	Ill Bell Telephone Co.	Telephone service	91.92
71965	Interiors	Books	18.00
71966	Library Cards Ltd.	Catalog cards	178.00
71967	McGraw Hill Publ.	Books	134.00
71968	NADA Appraisal Guides	"	49.00
71969	Natl Research Bureau, Inc.	"	2.88
71970	Pitney Bowes	Postage meter machine	45.00
71971	Postmaster	Postage	300.00
71972	Yankee	Books	12.00
72133	Treas-% IMR Fund	Retirement charges	8,003.28

TOTAL LIBRARY FUND VOUCHERS

\$157,930.76

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

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MAY 1, 1980 THRU SEP 30, 1980

REVENUE ITEMS

	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1980	240,825.00	0.00	266,372.05	25,547.05-	
CURRENT YEAR TAXES	1,115,000.00	0.00	390,824.29	724,175.71	
PRIOR YEARS TAXES	0.00	0.00	0.00	0.00	
INTEREST ON INVESTMENTS	20,000.00	5,551.34	10,649.19	9,350.81	
LIBRARY FINES & FEES	23,000.00	1,734.76	9,085.34	13,914.66	
NON-RESIDENT FEES	850.00	108.00	486.00	364.00	
LOST & DAMAGED BOOKS	2,100.00	173.55	910.06	1,189.94	
PRINTS MADE ON COPY MACHINE	800.00	73.79	324.03	475.97	
ILL ST PER CAPITA GRANT	25,000.00	0.00	0.00	25,000.00	
MISCELLANEOUS INCOME	8,000.00	1,805.84	6,560.26	1,439.74	
TOTAL REVENUE	1,435,575.00	9,447.28	685,211.22	750,363.78	47.73

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
101	REGULAR SALARIES	741,367.00	0.00	53,743.15	290,238.55	451,128.45	
102 A	STRAIGHT OVERTIME	150.00	0.00	0.00	0.00	150.00	
103	RETIREMENT FUND	109,040.00	0.00	7,914.49	42,289.20	56,750.80	
106	EMPLOYMENT COMPENSATION	3,528.00	0.00	0.00	959.53	2,568.47	
107	HOSPITALIZATION MEDICAL & LIFE INSURANCE	16,913.00	0.00	1,256.76	6,353.28	10,559.72	
109	TEMPORARY SALARIES	14,085.00	0.00	753.24	4,350.55	9,734.45	
201	ADVERTISING	650.00	0.00	0.00	150.05	499.95	
202	PRINTING & BINDING	5,000.00	976.51	218.98	1,570.64	2,452.85	
211	SERVICE TO MAINTAIN BUILDINGS	10,000.00	1,335.49	841.11	3,630.46	5,034.05	
212	SERVICE MAINTAIN IMPROV OTHR THAN BLDGS	1,000.00	227.51	26.49	703.99	68.50	
214	SERVICE TO MAINTAIN OFFICE EQUIPMENT	13,000.00	6,461.70	1,184.00	3,410.59	3,107.71	
215	SERVICE TO MAINTAIN AUTOMOTIVE EQUIPMENT	3,300.00	0.00	61.45	386.81	2,913.19	
221	AUDITING SERVICES	650.00	0.00	0.00	0.00	650.00	
229	OTHER PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	304.00	304.00-	
231	ELECTRICITY	35,000.00	4,124.70	4,333.36	16,744.19	14,131.11	
233	TELEPHONE	9,900.00	3,161.45	935.22	5,743.11	955.44	
234	WATER	400.00	378.50	97.87	221.50	200.00-	
241	CONFERENCE ATTENDANCE EXPENSE	3,016.00	0.00	114.49	2,013.22	1,002.78	
245	POSTAGE	4,000.00	2,730.00	375.22	1,980.33	710.33-	
284	PROFESSIONAL ASSOCIATION MEMBERSHIP FEES	1,185.00	0.00	0.00	50.00	1,135.00	
288	RENTALS	3,170.00	2,186.00	525.00	2,061.57	1,077.57-	
310	GAS OIL & ANTIFREEZE	1,800.00	0.00	8.40	200.12	1,599.88	
312	JANITORIAL SUPPLIES	1,500.00	0.00	180.83	851.58	648.42	
320	MATERIALS TO MAINTAIN BLDGS & IMPROVMT	6,000.00	101.00	1,234.53	4,641.09	1,257.91	
324	MATERIALS TO MAINTAIN AUTOMOTIVE EQUIP	2,500.00	35.00	56.11	703.20	1,761.80	
330	MEDICAL & LABORATORY SUPPLIES	5.00	0.00	0.00	0.00	5.00	
345	OFFICE SUPPLIES	16,000.00	5,955.35	514.91	3,796.53	6,248.12	
402	CONTINGENCIES	1,500.00	0.00	0.00	0.00	1,500.00	
413	TRANS TO G F (ADMIN SERV)	13,738.00	0.00	0.00	4,579.32	9,158.68	
415	SERVICE RECOGNITION PAYROLL	1,288.00	0.00	170.00	445.00	843.00	
423	INSURANCE	10,100.00	0.00	2,557.63	10,199.63	99.63-	
	TOTAL OPERATING EXPENDITURES	1,030,785.00	26,693.21	77,104.04	408,578.04	593,513.75	39.64
510	AUTOMOTIVE EQUIPMENT	35,000.00	0.00	2,323.32	6,637.32	28,362.68	
515	OFFICE MACHINERY & EQUIPMENT	24,850.00	7,005.00	875.00	17,476.15	408.85	

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

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MAY 1, 1980 THRU SEP 30, 1980

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	2,806.00	1,340.00	0.00	0.00	1,466.00	
525	LIBRARY BOOKS RECORDS & EXHIBITS	120,000.00	0.00	12,304.07	42,869.05	77,130.95	
525 A	AUDIO VISUAL MATERIALS	8,000.00	0.00	113.11	1,054.15	6,945.85	
	TOTAL CAPITAL OUTLAY	190,606.00	8,345.00	15,615.50	68,036.67	114,314.33	35.68
	TOTAL EXPENDITURES	1,221,481.00	37,038.21	92,719.54	476,614.71	707,828.08	39.02

ACTIVITY 941A DECATUR PUBLIC LIBRARY BOND & INTEREST FUND

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MAY 1, 1980 THRU SEP 30, 1980

REVENUE ITEMS

	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1980	51,079.00	0.00	50,437.60	641.40	
CURRENT YEAR TAXES	96,901.00	0.00	34,379.57	62,521.43	
PRIOR YEARS TAXES	0.00	0.00	0.00	0.00	
REPLACEMENT TAX	10,144.00	0.00	8,444.19	1,699.81	
INTEREST ON INVESTMENTS	3,500.00	0.00	1,552.34	1,947.66	
TOTAL REVENUE	161,624.00	0.00	94,813.70	66,810.30	58.66

OBJECT
CODE

OBJECT OF EXPENDITURE

	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.	
58	UNALLOCATED EXPENSES	100.00	0.00	0.00	100.00	0.00	
410	PRINCIPAL & INTEREST	108,970.00	0.00	0.00	4,485.00	104,485.00	4.12
	TOTAL EXPENDITURES	109,070.00	0.00	0.00	4,485.00	104,585.00	4.11

ACTIVITY 942 DECATUR PUBLIC LIBRARY TRUST FUND

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MAY 1, 1980 THRU SEP 30, 1980

REVENUE ITEMS

	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1980	60,272.00	0.00	62,689.37	2,417.37-	
56 INCOME	0.00	0.00	0.00	0.00	
524 INTEREST ON INVESTMENTS	4,500.00	0.00	112.50	4,387.50	
TOTAL REVENUE	64,772.00	0.00	62,801.87	1,970.13	96.96

ACTIVITY 943 DECATUR PUBLIC LIBRARY - C E T A

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MAY 1, 1980 THRU SEP 30, 1980

REVENUE ITEMS

	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1980	0.00	0.00	0.00	0.00	
731 TRANS FROM CITY OF DECATUR	16,650.00	2,013.52	9,841.52	6,808.48	
TOTAL REVENUE	16,650.00	2,013.52	9,841.52	6,808.48	59.11

OBJECT OF EXPENDITURE

OBJECT CODE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
101 REGULAR SALARIES	5,000.00	0.00	496.96	1,188.52	3,811.48	
103 RETIREMENT FUND	700.00	0.00	88.79	648.83	51.17	
107 HOSPITALIZATION & MEDICAL INSURANCE	700.00	0.00	66.63	310.94	389.06	
107 A GROUP LIFE INSURANCE	250.00	0.00	7.89	36.82	213.18	
109 TEMP SALARIES	10,000.00	0.00	1,399.20	9,725.88	274.12	
TOTAL OPERATING EXPENDITURES	16,650.00	0.00	2,059.47	11,910.99	4,739.01	71.54
TOTAL EXPENDITURES	16,650.00	0.00	2,059.47	11,910.99	4,739.01	71.54

ACTIVITY 944 DECATUR PUBLIC TRUST FUND (BRIDGES)

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MAY 1, 1980 THRU SEP 30, 1980

REVENUE ITEMS

FUND BALANCE MAY 1, 1980

REVENUE

INTEREST ON INVESTMENTS

MISC INCOME

TOTAL REVENUE

ESTIMATED
REVENUECURRENT MONTH
RECEIPTSYEAR TO DATE
RECEIPTSUNCOLLECTED
REVENUE% OF
EST.

2,300.00

0.00

3,186.07

886.07-

0.00

0.00

0.00

0.00

200.00

0.00

58.53

141.47

900.00

0.00

0.00

900.00

3,400.00

0.00

3,244.60

155.40

95.43

OBJECT
CODE

OBJECT OF EXPENDITURE

BUDGET AND
APPROPRIATIONPURCHASE ORDERS
OUTSTANDINGCURRENT MONTH
EXPENDITURESYEAR TO DATE
EXPENDITURESUNENCUMBERED
BALANCE% OF
EST.

EXPENDITURES

TOTAL EXPENDITURES

1,000.00

0.00

0.00

0.00

1,000.00

0.00

1,000.00

0.00

0.00

0.00

1,000.00

0.00

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

COMMITTEES OF THE BOARD OF DIRECTORS

NOVEMBER, 1980

NAME	TERM OF OFFICE	TELEPHONE	ADDRESS	ZIP CODE #
MRS. DANIEL MOORE, JR. PRESIDENT	1979-1982	422-2565 (H)	418 WOODHILL DRIVE	62521
MR. DAVID H. MARSHALL VICE PRESIDENT	1979-1982	422-0824 (H) 424-6288 (B)	155 SOUTH GLENCOE 1184 WEST MAIN	62522 62522
MRS. CHARLIE JACKSON SECRETARY	1980-1983	423-3970 (H) 424-3251 (B)	206 DOVER DRIVE 1100 WEST SUNSET	62521 62522
MRS. RONALD BATTERHAM	1978-1981	429-4960 (H) 424-6214 (B)	101 WESTDALE 1184 WEST MAIN	62522 62522
MR. WILLIAM GRIEVE	1980-1983	422-8830 (H) 875-7200 (B) (Ext. 265)	1411 SOUTH 31ST 2425 FEDERAL DRIVE	62521 62526
MR. JOHN W. MUELLER	1980-1982	877-2634 (H) 424-3196 (B)	632 KAREN DRIVE 400 SOUTH MAFFIT	62526 62521
MR. MARTIN SEIDMAN	1980-1981	428-0644 (H) 423-4411 (B)	346 WEST MACON NORTH 22ND	62522 62521
MR. MARSHALL SUSLER	1980-1983	428-4204 (H) 428-4385 (B)	2431 FOREST AVE. 132 SOUTH WATER	62522 62522
MS. SHARON TAYLOR	1979-1981	423-8423 (H) 877-9036 (B)	868 WEST WILLIAM ROUTE 51 N.	62522 62526

PERSONNEL AND PUBLIC RELATIONS COMMITTEE:

Mr. Grieve, Chairman
Mrs. Batterham
Mr. Susler
Ms. Taylor

FINANCE AND PROPERTIES COMMITTEE:

Mr. Marshall, Chairman
Mrs. Jackson
Mr. Mueller
Mr. Seidman

ROLLING PRAIRIE LIBRARIES REPRESENTATIVE

Mr. Susler

FRIENDS OF THE LIBRARY REPRESENTATIVE

Ms. Taylor

LIBRARY COUNSEL - Edward Booth - 423-6076

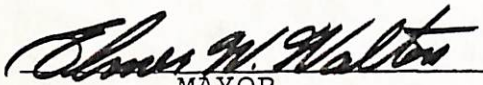
LIBRARY - 428-6617 CITY LIBRARIAN - 428-0529 (H)

TO THE COUNCIL OF THE
CITY OF DECATUR, ILLINOIS

Consent of the Council is hereby requested for the appointment by the Mayor of the following named as members of the boards or commissions set opposite their respective names to serve terms expiring upon the dates set opposite their respective names, or until their respective successors are appointed and qualified:

John W. Mueller	Board of Library Directors	7-1-82
Thomas E. Risley	Human Relations Commission	8-1-82
Steve Chiotakis	Traffic and Parking Commission	10-1-83
Dan H. Brintlinger	Traffic and Parking Commission	10-1-83

DATED this ____ day of November, 1980.


MAYOR

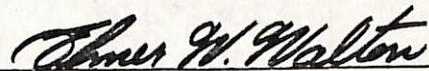
RESOLUTION NO. R 80-231

RESOLUTION APPROVING APPOINTMENTS

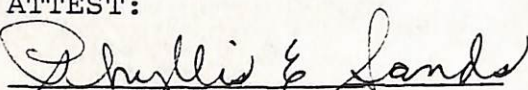
BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That consent of the Council be, and it is hereby, given to the appointment by the Mayor of the persons aforesaid as by said Mayor requested, which said request be, and it is hereby, received, placed on file and approved.

PRESENTED AND ADOPTED this 10th day of November, 1980.


MAYOR

ATTEST:


CITY CLERK

TO THE COUNCIL OF THE
CITY OF DECATUR, ILLINOIS

Having received your consent I hereby appoint those named in the foregoing request by you approved as therein requested.

Dated this 10th day of November, 1980.


MAYOR