

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

Minutes of Personnel and Public Relations Committee Meeting
April 1, 1982

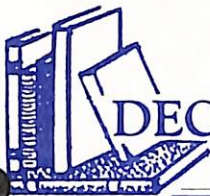
Meeting called to order by Mr. Grieve at 7:30 P.M. Present were Mr. Grieve, Ms. Taylor, Mrs. Jackson, Mr. Susler, Mrs. Moore, Directors, and Mr. Dumas.

Mr. Dumas raised the question of salary increases for staff. City employees will, in accordance with the union contract, receive an 8% cross the board increment on May 1. Remarking that the Board's general practice has been to adopt City pay schedules, the Committee authorized the City Librarian to prepare a motion to implement the pay raise for submission at the April Board meeting.

Mr. Susler reported that he had accepted a committee assignment in the Rolling Prairie Library. The committee is to explore the feasibility of providing reciprocal borrowing privileges for non-resident patrons of RPL affiliate libraries. This would involve a two-tiered system of non-resident fees: on the first level a library would issue non-resident borrowers' cards for that library only after payment of that library's non-resident fee; in the second level a library could issue a non-resident borrower's card granting reciprocal borrowing privileges in all system affiliate libraries after payment of a higher non-resident fee to be established by the Rolling Prairie Library Board. Mr. Susler raised in the RPL committee the question of whether RPL had the legal authority to establish non-resident fees. RPL will seek a legal opinion on the matter. Mr. Susler also indicated there were a number of other issues, particularly issues relating to the autonomy of local boards and whether there is a trend towards a state-wide library system administered by the state library. He indicated a desire for guidance in his deliberation on the RPL System and asserted that he would not of course make a commitment on that committee but would bring their recommendation to the Board for action.

The Committee instructed that the agenda for the April Board Meeting provide time for Mr. Susler to make a full report to the Board.

Robert H. Dumas



DECATUR PUBLIC LIBRARY

247 EAST NORTH STREET DECATUR, ILLINOIS 62523

ROBERT H. DUMAS, City Librarian



BOARD OF DIRECTORS MEETING

AGENDA

APRIL 21, 1983

- I. CALL TO ORDER
SHIRLEY MOORE, PRESIDENT
- II. APPROVAL OF MINUTES:
 - A. REGULAR BOARD MEETING MARCH 17, 1983
- 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
 - A. APPOINTMENT OF NOMINATING COMMITTEE BY PRESIDENT
- VII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

Mrs. Jackson
Mr. Marshall
Mrs. Moore
Mrs. Rossiter
Mr. Susler
Ms. Taylor

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - April 21, 1983

The regular meeting of the Board of Directors of the Decatur Public Library was held April 21, 1983 in the board room of the main library.

Members Present:

Mrs. Jackson
Mr. Marshall
Mrs. Moore
Mrs. Rossiter
Mr. Susler
Ms. Taylor

Members Absent:

Mr. Grieve
Mr. Mueller
Mr. Seidman

Others Present:

Mrs. Brooks
Mr. Dumas
Miss Schwegman

The meeting was called to order at 4:45 p.m. by the President, Shirley Moore.

The minutes of the regular board meeting of March 17, 1983 were approved as printed and mailed.

In his opening remarks, Mr. Dumas reminded members of the Board that their Economic Interest Statements should be filed by April 30. Continuing his report, Mr. Dumas noted there were many and varied programs in the Library this month. "Financial Planning for the 80's" with Larry Foster aided by Mike Gibson, a local tax and estate lawyer, concluded. Attendance totaled 117 for the series, which was not as good as we had hoped. The booklist prepared for the seminar proved to be very popular, however, requiring a second printing. The gardening series drew about 15 - 16 for each of its programs. The film series co-sponsored by the Decatur Area Arts Council, got off to a big start with a full-page article in the Saturday Herald and Review. Attendance has been about 85 - 95 for each showing. "Meet the City Council Candidates" drew approximately 50 interested citizens. A children's puppet show, "Hansel and Gretel", starring the kids as puppeteers drew about 150 patrons and the second puppet show, "Squash Pie" played to approximately 75 children and parents. Ms. Taylor suggested it might be helpful if one person on the library staff were responsible for programming publicity and public relations. Mr. Dumas replied we do not have necessary staff to appoint one person for this purpose, but indeed, it would be a good idea.

Continuing, Mr. Dumas reported Ms. Voorhees and Mr. Merrick were speakers at a Presbyterian women's group and the American Business Womens Association, respectively. Saturday the Library will be represented in a book fair at Hickory Point Mall with Mrs. Hicks and Mrs. Nichols participating. The Children's Department "Out of this World" bookmark contest got under way in March and entries are on exhibition in the Children's Room. Mrs. Nichols has met with the Elementary

School Principals Cabinet to share plans with them for the Summer Reading Club, "Ride and Read". Story-time programs - two for 3-year-olds, two for 4-5 year-olds, and one for 2-year olds, have been fully subscribed, while Saturday films for children continue to draw healthy crowds with 300 kids in attendance in March. A bookdrop at the bookmobile stop on West Grove Road was stolen; the police and the insurance company were notified. Computer terminals have been installed in the Extension Department and in the Children's Department, but modems are needed before they can become operable, Mr. Dumas informed.

Circulation was up 14% in Extension and 8% in the main library; professional assistance in the Reference Department showed a 9½% gain, Mr. Dumas concluded.

As Chairman of the Finance and Properties Committee, Mr. Marshall moved the approval of library bills through March 31, 1983, and Mrs. Rossiter seconded the motion. In discussion, Mr. Marshall noted Voucher #2982 to Northtown Bank shows on our listing in error and does not belong to the Library. Mr. Marshall asked Mr. Dumas to refresh our memory on the purchase of the two terminals and the light pen, Voucher #'s 3290 and 3577. Mr. Dumas explained two data terminals were purchased, one for Extension and one for the Children's Department and modems are on order from CLSI to make them operable. The one in Extension is in temporary use as we borrowed a modem from RPL. The terminal will be used for collection control in the Children's Department as we can check new orders against popularity of previous items. Continuing, Mr. Dumas stated the light pen was purchased in connection with the Apple Micro we bought which is to be used as a back-up system for our Circulation Department when various terminals or the CPU go down. We lost an enormous amount of circulation in the Fall as a result of the computer downtime. The motion for approval of March bills, as seconded, was unanimously approved by a roll-call vote, with Mr. Susler excepting Voucher #2982 which is an error.

Mrs. Jackson stated her Committee, Personnel and Public Relations, did not meet and had nothing to report at this time.

Under Old Business, Mr. Marshall informed his Committee had met with the Council in a budget study session, and the Council approved our budget as submitted.

Under New Business, President Shirley Moore appointed the following Nominating Committee: Mrs. Rossiter, Chair, Mr. Mueller and Mr. Susler. This Committee will prepare a slate of officers for the annual meeting in May, which Mrs. Moore reminded members would be held on the fourth Thursday of the month.

The meeting was adjourned at 5:15 p.m. by the President.


Robert H. Dumas, City Librarian

For Secretary of the Board

STATISTICAL REPORT

March, 1983

CIRCULATION

	<u>Adult</u>	<u>Youth</u>	<u>Juvenile</u>	<u>Total</u>	<u>Y-Date</u>
Total Books 1983 -	34,774	2,852	24,498	62,124	557,812
1982 -	32,135	2,641	21,779	56,555	531,816
A-V Materials, 1983 -	3,394	--	365	3,759	29,555
1982 -	2,537	--	354	2,891	27,970
Total Circulation, 1983 -	38,168	2,852	24,863	65,883	587,367
1982 -	34,672	2,641	22,133	59,446	559,785

TECHNICAL PROCESSING

<u>Cataloging</u>		<u>Acquisitions</u>	
New books added	1,236	Books checked in	1,255
New titles added	456	Telephone Directories	51
Books withdrawn	2,050	Pamphlets	292
Books mended	1,115	Gifts	520

Materials in the State of Processing

Materials (physical items) - 792
Titles - 686

FINANCIAL REPORT

	<u>Budgeted</u>	<u>YTD Expended 1981/82</u>	<u>YTD Expended 1982/83</u>	<u>P.O.s Out</u>	<u>Unencumbered</u>
Personal Services	1,037,535	820,790	893,496	--	144,039
Operating	196,737	148,178	167,706	--	29,031
Capital and Books	225,965	176,705	178,667	--	47,298

STAFF STRENGTH

	<u>Strength Previous Month</u>	<u>Terminations</u>	<u>New Staff</u>	<u>Present Strength</u>
Professional	6	--	--	6
Library Assistants	7 + 6 (480 hrs)	--	--	7 + 6 (480 hrs)
Clerical	21½ + 17 (1,020 hrs)	--	½	22 + 17 (980 hrs)
Maintenance	3½	--	--	3½

Current Vacancies: 1 Technical Services Clerk I, 1 Supervisor, Technical Services

Computer Downtime for Month: None

CITY OF DECATUR, ILLINOIS

DECATUR PUBLIC LIBRARY

03/01/83 THRU 03/31/83

VOUCHER #	PAYMENTS MADE TO:	FOR:	AMOUNT
2968	POSTMASTER	POSTAGE	4.70
2973	TREAS PAYROLL FUND	PD ENDING 3-9-83	32,495.97
2982	NORTHTOWN BANK OF DECATUR	PAYROLL	26,718.40

TOTAL OF ALL VOUCHER CHECKS = 59,219.07

CITY OF DECATUR, ILLINOIS

DECATUR PUBLIC LIBRARY

03/01/83 THRU 03/31/83

VOUCHER #	PAYMENTS MADE TO:	FOR:	AMOUNT
3021	R R BOWKER CO	BOOKS	590.00
3035	TREAS WATER FUNDS	WATER BILL	104.68
3036	ACE HARDWARE	HARDWARE	24.30
3037	AMER INST OF PHYSICS	BOOKS	45.00
3038	APPLEBY MYER & CLARK	BOOKS	20.35
3039	BARCLAY ROBERT INC	HOSES	26.79
3040	CLSI SYSTEMS	MAINTENANCE	1,722.66
3041	CATHOLIC LIBRARY ASSN	BOOKS	4.00
3042	COMMERCE CLEARING HOUSE	BOOKS	12.82
3043	CONSUMER UNION NEWS DIG	BOOKS	48.00
3044	DASH DISPOSAL	SERVICE FOR MONTH	16.50
3045	DECATUR TRIBUNE	BOOKS	10.00
3046	DEMCO EDUCATIONAL CORP	OFFICE SUPPLIES	77.76
3047	NANCY DESALVO	BOOKS	4.50
3048	DOWNTOWN DECATUR COUNCIL	PARKING	400.00
3049	FAMILY PROGRAM RESIDENCY	BOOKS	2.50
3050	GALKA CUSTOM CABINET CO	DESK TOPS	120.00
3051	HERALD & REVIEW	BOOKS	57.16
3052	ILL LIBRARY ASSN	DUES	230.00
3053	K'S MERCHANDISE MART	SCALE	12.94
3054	LIBRARY OF CONGRESS	BOOKS	608.00
3055	3 M CO	MAINTENANCE	1,073.00
3056	MARTINDALE-HUBBELL, IND.	BOOKS	160.00
3057	MODERN BUSINESS SYSTEMS	COPIER CHARGES	42.34
3058	N Y GRAPHIC SOCIETY LTD	AUDIO VISUAL	672.50
3059	NEW YORK TIMES	BOOKS	276.50
3060	NEW YORK TIMES	BOOKS	66.00
3061	OTIS ELEVATOR CO	MONTHLY CHARGE	286.02
3062	PITNEY BOWES	POSTAGE METER EXPE	59.25
3063	MCGRAW HILL BOOK CO	BOOKS	11.97
3064	POPULAR SCIENCE	BOOKS	87.64
3065	ROSSITER'S OFFICE MACHINE	CASH REGISTER	667.40

VOUCHER #	PAYMENTS MADE TO:	FOR:	AMOUNT
3066	SCHUERMAN KEY SHOP	KEYS	5.50
3067	SCRIBNER BOOK CO INC	BOOKS	48.40
3068	SPIN SHOP	RECORDER	53.95
3069	VAN NATTA'S CAMPING TR	JANITORIAL	39.00
3163	ILL POWER CO	POWER FOR MONTH	5,262.43

TOTAL OF ALL VOUCHER CHECKS = 12,949.86

CITY OF DECATUR, ILLINOIS

DECATUR PUBLIC LIBRARY

03/01/83 THRU 03/31/83

VOUCHER #	PAYMENTS MADE TO:	FOR:	AMOUNT
3234	TREAS PAYROLL FUND	PD ENDING 3-23-83	32,867.57
3248	POSTMASTER	POSTAGE	56.30
3258	TREAS CENTRAL SERVICE FND	GASOLINE	321.27
3264	TREAS GNL OPERATING FUND	ADM EXPENSE	1,362.00
3272	POSTMASTER	POSTAGE	300.00
3273	AYER CO PUBLISHERS INC	BOOKS	20.47
3274	BOLAND ELECT SUPPLY CO	LIGHT FIXTURES	673.91
3275	BULLROG FILMS INC	AUDIO VISUAL	105.00
3276	CHILD STUDY CHILDREN'S BK	BOOKS	3.00
3277	CYCLE	BOOKS	78.00
3278	DUKE'S OFFICE SUPPLIES	REPAIR SERVICE	25.00
3279	DUN'S BUSINESS MONTH	BOOKS	22.00
3280	THE EXCEPTIONAL PARENT	BOOKS	60.00
3281	GOOD HOUSEKEEPING	BOOKS	34.97
3282	GROLIER YEAR BOOK INC	BOOKS	17.45
3283	MCGRAW HILL BOOK CO	BOOKS	9.23
3284	MEANS SERVICE CENTER	TOWELS	21.00
3285	MERRY RANDOLPH MOTOR SUPP	AUTO PARTS	11.88
3286	MILLER-O'NEILL	CARPETING	1,789.01
3287	NATL GEOGRAPHIC SOCIETY	BOOKS	19.95
3288	PINETREE MEDIA LTD	ADVERTISING	21.70
3289	POPULAR PHOTOGRAPHY	BOOKS	16.00
3290	PRECISION DATA PRODUCTS	TERMINAL, ETC	1,535.44
3291	RAINY DAY PRESS	BOOKS	9.27
3292	UNIVERSITY OF CALIFORNIA	BOOKS	1.75
3293	ROLLING PRAIRIE LIBRARIES	OFFICE SUPPLIES	380.78
3294	SCRIBNER BOOK CO INC	BOOKS	196.86
3295	WILLIAM SHURCLIFF	BOOKS	9.00
3296	WEST PUBL CO	BOOKS	418.00
3297	WINCHESTER PRESS	BOOKS	11.12

TOTAL OF ALL VOUCHER CHECKS = 40,397.93

CITY OF DECATUR, ILLINOIS

DECATUR PUBLIC LIBRARY

03/01/83 THRU 03/31/83

VOUCHER #	PAYMENTS MADE TO:	FOR:	AMOUNT
3480	HERALD & REVIEW	ADV EXPENSE	98.43
3570	TREAS ILL MUNI RETIREMENT	RETIREMENT	8,910.61
3571	AUDIO BUFF CO INC	AUDIO VISUAL	528.45
3572	BAKER & TAYLOR CO	BOOKS	455.10
3573	BAKER & TAYLOR CO	BOOKS	10,597.40
3574	BLACK & CO	HARDWARE	190.15
3575	DOUBLEDAY & CO INC	BOOKD	687.95
3576	DUN'S MARKETING SERVICES	BOOKS	275.00
3577	GIBSON LABORATORIES, INC.	LIGHT PEN	349.00
3578	HAINES & ESSICK CO	OFFICE SUPPLIES	228.17
3579	HERALD & REVIEW	BOOKS	49.66
3580	ILL BELL TELEPHONE CO	TELEPHONE SERVICE	678.80
3581	LARGE TYPE WEEKLY	BOOKS	48.00
3582	LIBRARY CARDS LTD	CATALOG CARDS	117.03
3583	3 M CO	SMALL PARTS	24.42
3584	SCOTT PUBLISHING CO	BOOKS	32.00
3585	SENIOR SCHOLASTIC	BOOKS	57.00
3586	SOUND/VIDEO UNLTD	BOOKS	119.12
3587	TIMES NEWSPAPER OF GT BRI	BOOKS	161.00
3588	YOUNG PEOPLE'S PRESS	BOOKS	2.00
3642	TREAS PETTY CASH FUND	REIMBURSEMENT	229.41
3683	ALTERNATIVE SOURCES OF EN	BOOKS	45.00
3684	HORIZON	BOOKS	44.00

TOTAL OF ALL VOUCHER CHECKS = 23,927.70

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

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MAY 1, 1982 THRU MAR 31, 1983

REVENUE ITEMS

		ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
101	FUND BALANCE MAY 1, 1982	383,118.00	0.00	520,174.94	137,056.94-	
101A	CURRENT YEAR TAXES	1,310,300.00	0.00	1,299,764.06	10,535.94	
524	PRIOR YEARS TAXES	0.00	0.00	0.00	0.00	
728	INTEREST ON INVESTMENTS	40,000.00	478.59	75,073.79	35,073.79-	
728A	LIBRARY FINES & FEES	25,500.00	2,492.74	23,049.73	2,450.27	
729	NON-RESIDENT FEES	2,500.00	353.50	5,065.50	2,565.50-	
730	LOST & DAMAGED BOOKS	2,400.00	89.72	2,425.23	25.23-	
733	PRINTS MADE ON COPY MACHINE	800.00	159.77	694.17	105.83	
799	ILL ST PER CAPITA GRANT	45,000.00	0.00	47,485.38	2,485.38-	
	MISCELLANEOUS INCOME	4,000.00	720.20	3,330.21	669.79	
	TOTAL REVENUE	1,813,618.00	4,294.52	1,977,063.01	163,445.01-	109.01

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	887,938.00	0.00	62,747.86	753,341.77	134,596.23	
102 A	STRAIGHT OVERTIME	150.00	0.00	0.00	0.00	150.00	
103	RETIREMENT FUND	123,920.00	0.00	8,910.61	105,547.72	18,372.28	
105	WORKMEN'S COMPENSATION	3,201.00	0.00	0.00	1,535.00	1,666.00	
106	EMPLOYMENT COMPENSATION	3,806.00	0.00	0.00	2,111.34	1,694.66	
107	HOSPITALIZATION MEDICAL & LIFE INSURANCE	18,520.00	0.00	0.00	18,520.00	0.00	
109	TEMPORARY SALARIES	16,421.00	0.00	2,430.68	12,440.44	3,980.56	
201	ADVERTISING	500.00	0.00	120.13	451.70	48.30	
202	PRINTING & BINDING	5,500.00	0.00	119.03	5,218.22	281.78	
211	SERVICE TO MAINTAIN BUILDINGS	10,000.00	0.00	366.52	6,741.88	3,258.12	
212	SERVICE MAINTAIN IMPROV UTHR THAN BLDGS	750.00	0.00	21.50	236.05	513.95	
214	SERVICE TO MAINTAIN OFFICE EQUIPMENT	16,345.00	0.00	2,820.66	12,102.79	4,242.21	
215	SERVICE TO MAINTAIN AUTOMOTIVE EQUIPMENT	2,500.00	0.00	26.80	1,040.05	1,459.95	
221	AUDITING SERVICES	650.00	0.00	0.00	650.00	0.00	
229	OTHER PROFESSIONAL SERVICES	1,000.00	0.00	50.00	417.54	582.44	
231	ELECTRICITY	53,000.00	0.00	5,262.43	51,893.92	1,106.08	
233	TELEPHONE	10,000.00	0.00	678.80	6,995.88	3,004.12	
234	WATER	500.00	0.00	104.68	381.24	118.76	
241	CONFERENCE AND OTHER TRAVEL EXPENSE	4,896.00	0.00	0.00	3,364.98	1,531.02	
245	POSTAGE	3,400.00	0.00	418.54	4,273.34	826.66	
284	PROFESSIONAL ASSOCIATION MEMBERSHIP FEES	1,380.00	0.00	230.00	1,220.00	160.00	
288	RENTALS	5,705.00	0.00	501.59	4,968.09	736.91	
310	GAS OIL & ANTIFREEZE	2,500.00	0.00	321.27	1,895.83	604.17	
312	JANITORIAL SUPPLIES	3,000.00	0.00	78.23	1,856.23	1,143.77	
320	MATERIALS TO MAINTAIN BLDGS & IMPROVMT	11,000.00	0.00	2,791.16	11,292.16	292.16-	
324	MATERIALS TO MAINTAIN AUTOMOTIVE EQUIP	1,500.00	0.00	16.13	999.92	500.08	
330	MEDICAL & LABORATORY SUPPLIES	5.00	0.00	0.00	2.65	2.35	
345	OFFICE SUPPLIES	16,000.00	0.00	620.71	16,551.17	551.17-	
403	TRANS TO G F (ADMIN SERV)	16,335.00	0.00	1,362.00	14,972.00	1,363.00	
415	SERVICE RECOGNITION PAYROLL	1,550.00	0.00	185.00	1,430.00	120.00	
423	INSURANCE	10,300.00	0.00	0.00	15,898.97	5,598.97-	

MAY 1, 1982 THRU MAR 31, 1983

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
499	SMALL CAPITAL ITEMS	0.00	0.00	402.95	2,550.82	2,550.82-	
	TOTAL OPERATING EXPENDITURES	1,234,272.00	0.00	90,587.28	1,061,201.72	173,070.28	85.98
510	AUTOMOTIVE EQUIPMENT	9,350.00	0.00	0.00	7,976.00	1,374.00	
515	OFFICE MACHINERY & EQUIPMENT	24,715.00	0.00	2,160.44	10,801.90	13,913.10	
520	OTHER MACHINERY & EQUIPMENT	1,500.00	0.00	0.00	811.40	688.60	
525	LIBRARY BOOKS RECORDS & EXHIBITS	160,000.00	0.00	14,943.89	138,559.96	21,440.04	
525 A	AUDIO VISUAL MATERIALS	30,400.00	0.00	1,474.95	20,518.20	9,881.80	
	TOTAL CAPITAL OUTLAY	225,965.00	0.00	18,578.88	178,667.46	47,297.54	79.07
	TOTAL EXPENDITURES	1,460,237.00	0.00	109,166.16	1,239,869.18	220,367.82	84.91

ACTIVITY 942 DECATUR PUBLIC LIBRARY TRUST FUND

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MAY 1, 1982 THRU MAR 31, 1983

REVENUE ITEMS

ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
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FUND BALANCE MAY 1, 1982

76,553.00

0.00

76,154.61

1,601.61-

INCOME

0.00

0.00

0.00

0.00

INTEREST ON INVESTMENTS

7,655.00

50.26

9,617.09

1,962.09-

MISC INCOME

0.00

0.00

0.00

0.00

TOTAL REVENUE

84,208.00

50.26

87,771.70

3,563.70-

104.23

MAY 1, 1982 THRU MAR 31, 1983

REVENUE ITEMS

ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
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FUND BALANCE MAY 1, 1982

20,000.00

0.00

20,080.87

80.87-

SALE OF CITY PROPERTY

0.00

0.00

0.00

0.00

INTEREST SAVINGS

1,000.00

5.70

1,966.90

966.90-

TRANS FROM CITY OF DECATUR

0.00

0.00

0.00

0.00

TOTAL REVENUE

21,000.00

5.70

22,047.77

1,047.77-

104.99

MAY 1, 1982 THRU MAR 31, 1983

REVENUE ITEMS

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

FUND BALANCE MAY 1, 1982

2,950.00

0.00

3,472.55

522.55-

REVENUE

0.00

0.00

0.00

0.00

INTEREST ON INVESTMENTS

300.00

11.15

377.52

77.52-

MISC INCOME

900.00

0.00

922.87

22.87-

TOTAL REVENUE

4,150.00

11.15

4,772.94

622.94-

115.01

OBJECT OF EXPENDITURE

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

EXPENDITURES

2,000.00

0.00

0.00

263.59

1,736.41

13.18

TOTAL EXPENDITURES

2,000.00

0.00

0.00

263.59

1,736.41

13.18