



# DECATUR PUBLIC LIBRARY

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## AGENDA

### REGULAR MEETING

### BOARD OF TRUSTEES

Thursday, January 16, 2025

4:30 p.m.

Decatur Public Library

Board Room

- I. Call to order – Karl Coleman
- II. Consent Agenda (Approval of Agenda; Approval of the December 12, 2024 minutes) (Action)
- III. Public comments. 15-minute time period for citizens to appear and express their views before the Decatur Public Library Board. Limit of 3 minutes per speaker; total of 15 minutes. No immediate response will be given by the Library Trustees or Library staff members.
- IV. Written Communications from the public
- V. Division Head reports—Becky Dampitz, Alissa Henkel, Carol Ziese
- VI. City Librarian's report, **November & December** –Rick Meyer (Discussion)
- VII. Artificial Intelligence in Libraries—Carol Ziese
- VIII. Reports of committees
  - A. Personnel, Policy & Public Relations Committee-Samantha Carroll
    - Library Use Guidelines (Action)
    - Management Personnel Handbook (Action)

- iii. Gates Lab Policy (Action)
- iv. City Librarian Evaluation (Discussion)
- v. Other

**B. Finance and Properties Committee—Sofia Xethalis**

- i. Capital Needs (Discussion)
- ii. Furniture Project Update (Discussion)
- iii. December 2024 Check Registers & Vendor Reports (Action)
- iv. December 2024 Budget Actuals (Discussion)
- v. FY2025 Employee Compensation Update (Discussion)
- vi. Other

**C. Foundation—Rick Meyer**

- i. No Report

**D. Friends of the Library – Samantha Carroll**

- i. January 9 Meeting

**E. Illinois Heartland Library System—Samantha Carroll**

**IX. Old Business**

- A. Other

**X. New Business**

- A. Meeting Schedule (Action)
- B. Nominating Committee (Action)

**XI. Adjournment**

If you have questions please contact: Rick Meyer,  
City Librarian 217-421-9713



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### DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

December 12, 2024 Meeting Minutes

Decatur Public Library

4:30pm

#### **Location: Board Room**

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**Board President:** Karl Coleman **Board Members:** Sofia Xethalis, Emily West, Paula Cross, Shiowa Karsten, Ashley Petty, Blake Allison, Samantha Carroll, Kaylee Ledbetter

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#### **Present:**

Karl Coleman  
Blake Allison  
Samantha Carroll  
Paula Cross  
Shiowa Karsten  
Ashley Petty  
Emily West  
Kaylee Ledbetter  
Sofia Xethalis

#### **Absent:**

**Staff:** Rick Meyer, City Librarian, Alissa Henkel, Head of Programs, Resources, and Services, Rebecca Dampitz, Head of Archives & Special Collections

**Guests:** None

**Call to Order:** Mr. Coleman called the meeting to order at 4:34pm.

**Consent Agenda (Approval of Agenda; Approval of November 21, 2024 Regular Meeting Minutes) (Action)** Mr. Coleman requested a motion to approved the consent agenda. Mr. Allison made a motion to accept the agenda and minutes, seconded by Ms. Cross. The agenda and minutes were approved by consent.

**Public comments:** None

**Written Communications from the Public:** None

#### **Division Head Reports (Discussion)**

Ms. Dampitz and Ms. Henkel discussed they have been in contact with Decatur Magazine regarding the renovations and the 150<sup>th</sup> Celebration. There will be an article published in January 2025. The Library is also planning a Grand Re-Opening in 2025.

**City Librarian's Report November** (Discussion) Mr. Meyer had no report due to the early date of the Board Meeting. The Library has been busy with the remodel. He will give his report in January.

Reports of Committees:

A. Personnel, Policy, & Public Relations Committee – Ms. Carroll

- a. Asset Disposition Policy (Action) Ms. Carroll made a motion to approve the policy as presented, Ms. Karsten seconded. All in favor. The motion was adopted.
- b. ALA Bill of Rights (Action) Ms. Carroll made a motion to accept the Bill of Rights as presented, seconded by Ms. Cross. All in favor. The motion was adopted.
- c. Code of Ethics of the American Library Association (Action) Ms. Carroll made a motion to accept the Ethics document as presented, seconded by Ms. Petty. All in favor. The motion was adopted.
- d. Public Library Trustees Ethics Statement (Action) Ms. Carroll made a motion to accept the Ethics Statement as presented, seconded by Ms. Cross. All in favor. The motion was adopted.
- e. City Librarian Evaluation (Discussion) This will be discussed in further detail next month.
- f. Meeting Room Policy (Action) Ms. Carroll presented the revised Meeting Room Policy. Mr. Meyer suggested that, No-Shows, pay the for-profit fee and then they can resume requesting meeting rooms. He also suggested that this policy go into effect for new meetings scheduled after January 1, 2025. Added language that non-profits, are billed in 4-hour increments. Changed the language to state within Macon County to match the other verbiage. Ms. Carroll made a motion to adopt the policy with stated changes, seconded by Ms. West. All in favor. The motion was adopted.

B. Finance and Properties Committee – Mr. Coleman

- a. Capital Needs (Discussion) Mr. Meyer reported that the roof is complete. The old chiller will be replaced.
- b. Furniture Project Update (Discussion) Mr. Meyer discussed the newly installed furniture.
- c. November 2024 Check Register & Vendor Report (Action) Ms. Xethalis made a motion to accept the Check Register, seconded by Ms. West. Mr. Coleman requested a roll call vote. Ms. Carroll yes, Mr. Coleman yes, Ms. Cross, yes, Mr. Allison yes, Ms. Karsten yes, Ms. West yes, Ms. Petty yes, Ms. Xethalis yes, Ms. Ledbetter yes. All in favor. The motion was adopted.
- d. November 2024 Budget Actuals (Discussion) Mr. Meyer discussed the budget actuals.
- e. 2024 Budget Projection (Discussion) Mr. Meyer presented the budget projection.
- f. Resolution to Transfer Funds (Action) Ms. Xethalis made a motion to move \$275,000 to Capital Reserve, seconded by Mr. Allison. Mr. Coleman requested a roll call vote. Ms. Carroll yes, Mr. Coleman yes, Ms. Cross, yes, Mr. Allison yes, Ms. Karsten yes, Ms. West yes, Ms. Petty yes, Ms. Xethalis yes, Ms. Ledbetter yes. All in favor. The motion was adopted.

- g. FY2025 Employee Compensation (Action) (This portion of the meeting may be held in closed session pursuant to 5 ILCS 120 § 2 © (2)) Mr. Meyer reviewed the memorandum of understanding that was drawn up by the Library attorney. The suggested raise is 4.4% for all employees, including union. The union staff will vote on this on December 17, 2024. Ms. Xethalis made a motion to accept the 4.4% raise contingent on the Union extending the contract out 1 more year, seconded by Ms. Carroll. Mr. Coleman requested a roll call vote. Ms. Carroll yes, Mr. Coleman yes, Ms. Cross, yes, Mr. Allison yes, Ms. Karsten yes, Ms. West yes, Ms. Petty yes, Ms. Xethalis yes, Ms. Ledbetter yes. All in favor. The motion was adopted.
- C. Foundation – Rick Meyer - There was an \$8,000 donation from Susan Marshall to install a hearing loop. There was also a \$15,000 donation in support of the 150<sup>th</sup> Anniversary.
- D. Friends of the Library – December 12 meeting – They had a volunteer luncheon. Tony will have a weekly Tribune article about the Friends of the Library. Library requests were presented. The treasurer presented a check to the Library for funding projects.
- E. Illinois Heartland Library System – Ms. Carroll is the new member starting in January, for a 6 month duration.

**Old Business**

- A. Other (Discussion) No discussion

**New Business**

- A. Other (Discussion) No Discussion

**Adjournment**

Ms. Xethalis made a motion to adjourn at 5:35pm., seconded by Mr. Allison. The motion was adopted.

Scribe,  
Michelle Whitehead, Executive Administrative Assistant  
Final 12/12/24

## City Librarian's Report for November-December 2024

### Administration

- On November 12, I held two all-staff meetings.
- I worked on the the DPL Implementation plan throughout the month.
- I took vacation the last week of November.
- The first two weeks of December were taken up almost entirely by the furniture project.
- Michelle Whitehead fielded requests for hundreds of 2025 room reservations.
- Betti Jo Heckwine began working on purchase orders for 2025.
- On December 12 I met with Clanin Creative to review our new service standards.
- I began work on performance evaluations.
- I took vacation the last week of December.

### Circulation

- Please see statistical spreadsheet/charts.
- Carol Ziese and Julie Martin interviewed (and selected) Half-time Circulation Clerk I to start 1/6/2025.
- Carol, Lisa Tokarz, and Janet Denton watched a holds locker demo.

### Technical Services

- See statistical spreadsheet
- Staff are still working on correcting and adding labels to children's materials and adding years to DVDs.
- Database cleanup is ongoing.

### Programs, Resources, and Services

- Please see attached spreadsheet for statistics.
- Chris Opsincs worked with Tye Pemberton on a Missing Man Table for a Veteran's Day Display.
- Chris attended a meeting regarding starting-up a chess club in the new year.
- Sarah Yepsen remade forms for "How to get a Decatur Library Card" to matched revised editions. She created Spanish Handouts for Hoopla, Kanopy, and the Seed Station. Sarah represented at the CHICO Resource Fair.

- Sarah and Susan Bishop are working on a Bilingual Story Time for Three Kings Day in January.
- 431 kids are enrolled in 1000 Books Before Kindergarten. 696 rewards have been earned. 76,949 books have been read.
- Jess Hill reports that 327 resources were taken from the community board. Four chronically homeless individuals were housed. She put together a book display for hunger and homelessness awareness month, thanks to Scott. She is working with The Immigration Project on some staff trainings.
- Tye has been working on IRC Library Guidelines workflows. So far 6 have been created. Tye is designing an Airtable tool for Alix's Your Next Read. It is designed to auto-mail a satisfaction survey and collect results.
- Alissa Henkel represented me at the Friends November meeting.
- Alissa gave an impromptu interview to WAND TV about our future renovation plans.
- Sarah made Spanish translations of Winter Reading quarter sheet announcements and reading log. She also translated directions of how to use Hoopla, BiblioBoard, Kanopy and the Seed Station.
- John Schirle and Susan provided information and or were interviewed for H&R stories. READiculous made the front page.
- Susan says that 434 kids are enrolled in 1000 Books Before Kindergarten. 724 rewards have been earned. 79,590 books have been read.
- Tye took on Managing Editor role for 150<sup>th</sup> Celebration Library History Booklet. He also took on the Moderator role for the Mychal Threets event.
- READiculous spent an average of 2 hours a day for 2 weeks to prepare for the show Between the Holidays.
- The Friends sponsored DPL's Tree on the Tee that won FIRST place. They also sponsored DPL's Christmas card on Christmas Tree Lane that won THIRD place. Both entries featured the upcoming 150<sup>th</sup> Anniversary festivities. Katie spearheaded the team.

## Systems Administration

- See spreadsheet for statistical information.
- Matt Wilkerson replaced a power over ethernet switch in the computer room for cameras.
- He updated BIOS and other system firmware on all servers.
- He is building a new SPOT server, faster, more memory etc.
- He is building a test ArchivesSpace server for Archives and Special Collections.
- He replaced an end of life wireless access point in Childrens. There is now a connection for Staff and an isolated connection for Guests.
- A new SPOT server is in place.
- Purchased an IPAD for Reference/Computer desk to use for Apple file transfers.

- The power supply on DPLSTORAGE1 broke. Matt replaced the unit, its hard drives and migrated its data to the new unit. The 10 terabyte hard drives were installed in DPLSTORAGE3 increasing its capacity.
- Updated the 2025-timesheet.

## Archives and Special Collections

- Please see spreadsheet for statistics.
- Becky Dampitz, Katie Eytchison, Paula Cross, and Heather from Looking for Lincoln met via Zoom on November 6 to discuss when the underground railroad exhibit. The exhibit will arrive on February 26, and be set up by available staff, maintenance, and Heather. We will have an official opening on March 4<sup>th</sup>. Chris Vallejo will perform at the library on April 5<sup>th</sup>, and 2 other programs will be scheduled soon. The exhibit will be here until the end of April, and will be set up on the main floor between the computers and Local History.
- Pat Riley and David Frahlman put up new displays this month. David put up Christmas photos on the two small tables in the room, while Pat made a display of classic toys from the 1960s and 1970s.
- Leeann Grossman and Sheri Keller worked on 12 in-depth requests in November.
- Leeann and Sheri also continue to work on the League of Women Voters Collection. They are making the collection accessible via Omeka.
- 150<sup>th</sup> Anniversary Committee:
  - Alix Frazier had a meeting with Ben Andreas from the Andreas Foundation about sponsoring the special reading challenge next year.
  - Added requests to the Community Foundation's wish list: pint glasses, banners, reading challenge, color run supplies, and swag
  - The logo doesn't have to change with the new marketing strategy. We can go ahead and use it on swag and for marketing.
- Leeann and Sheri worked on 6 in-depth research requests in December.
- 150<sup>th</sup> Anniversary Committee:
  - Alissa, Alix, and Becky met with Jan Mathews from the Decatur Magazine on December 4 to talk about what was coming up in 2025 for the anniversary and to showcase the new furniture and other changes happening in the library. The article will come out in the next issue of the magazine. A photographer will be sent to the library on a later date.
  - Alix and Becky met with Alissa, Katie, Alexis Tippitt, and Amanda Young on December 5 to discuss the upcoming programs for the 150<sup>th</sup>. Point people were assigned to each program, and we considered how many helpers that person would need for that particular program.
  - The 150<sup>th</sup> committee met on December 12. The meeting with the programming librarians was discussed along with an update on the booklet. Tye volunteered to help edit the booklet to make it one consistent voice. We also need to set up a subcommittee to put together the August party.
  - Becky, Jason Butterick, Janet, and Tye met on December 19 to bring Tye up to speed on the booklet's progress.

- Becky, Jason, Tye, Alix, Alissa, and Shelley Whiteside met on December 19 to discuss needing their help with certain programs.
- Becky was interviewed by WANDtv about the 150<sup>th</sup> anniversary.
- Becky talked with a potential volunteer on December 18. This person is interested in archives and has some training. She will be able to help with box level inventories and digitization. Once the background check is done, we hope to start her in mid-January.

*Respectfully Submitted,*

*Rick Meyer*

*City Librarian*

Circulation by Audience Physical & Electronic	Nov-23	Nov-24	Change from		2023 Total	Projected		December 2022- November 2023	December	Change
			2023	% of Total		2024	Change from 2023		2023- November 2024	
Number of Adult Materials Loaned	14,285	13,969	-2.2%	69.2%	177,618	195,230	9.9%	176,481	193,843	9.8%
Number of Young Adult Materials Loaned	433	774	78.8%	3.8%	7,316	9,191	25.6%	7,320	9,080	24.0%
Number of Children's Materials Loaned	6,106	5,444	-10.8%	27.0%	83,939	86,717	3.3%	83,952	86,541	3.1%
<b>Total Number of Materials Loaned</b>	<b>20,824</b>	<b>20,187</b>	<b>-3.1%</b>		<b>268,873</b>	<b>291,137</b>	<b>8.3%</b>	<b>267,753</b>	<b>289,464</b>	<b>8.1%</b>

Circulation by Material Type	Nov-23	Nov-24	Change from		2023 Total	Projected		December 2022- November 2023	December	Change
			2023	% of Total		2024	Change from 2023		2023- November 2024	
Books Loaned--Physical	12,006	11,765	-2.0%	58.3%	165,521	163,210	-1.4%	165,654	163,361	-1.4%
Videos/DVDs Loaned--Physical	3,406	2,619	-23.1%	13.0%	39,535	40,276	1.9%	39,624	40,215	1.5%
Audios, Including Music Loaned--Physical	636	728	14.5%	3.6%	9,775	8,585	-12.2%	9,771	8,683	-11.1%
Magazines/Periodicals Loaned--Physical	223	241	8.1%	1.2%	3,060	2,789	-8.8%	3,080	2,808	-8.8%
Other Items Loaned--Physical	35	16	-54.3%	0.1%	740	194	-73.7%	762	218	-71.4%
Use of Circulating Electronic Materials	4,518	4,818	6.6%	23.9%	50,242	64,889	29.2%	48,862	63,536	30.0%
<b>Total</b>	<b>20,824</b>	<b>20,187</b>	<b>-3.1%</b>		<b>268,873</b>	<b>279,944</b>	<b>4.1%</b>	<b>267,753</b>	<b>278,821</b>	<b>4.1%</b>

<b>Successful Retrieval of Electronic Information</b>	<b>13,617</b>	<b>35,889</b>	<b>163.6%</b>	<b>64.0%</b>	<b>233,907</b>	<b>439,554</b>	<b>87.9%</b>	230,670	424,070	83.8%
<b>Electronic Content Use</b>	<b>18,135</b>	<b>40,707</b>	<b>124.5%</b>	<b>72.6%</b>	<b>284,149</b>	<b>504,443</b>	<b>77.5%</b>	279,532	487,606	74.4%

Total Collection Use	Nov-23	Nov-24	Change from		2023 Total	Projected		December 2022- November 2023	December	Change
			2023	% of Total		2024	Change from 2023		2023- November 2024	
<b>Total Collection Use</b>	<b>34,441</b>	<b>56,076</b>	<b>62.8%</b>		<b>502,780</b>	<b>719,499</b>	<b>43.1%</b>	498,423	702,891	41.0%

Interlibrary Loan	Nov-23	Nov-24	Change from		2023 Total	Projected		December 2022- November 2023	December	Change
			2023	% of Total		2024	Change from 2023		2023- November 2024	
Interlibrary Loans Provided To Other Libraries	3,515	2,756	-21.6%	54.1%	41,045	38,780	-5.5%	41,102	38,939	-5.3%
Interlibrary Loans Received FROM Other Libraries	2,393	2,342	-2.1%	45.9%	30,414	31,550	3.7%	30,141	31,464	4.4%
<b>Total ILL Transactions</b>	<b>5,908</b>	<b>5,098</b>	<b>-13.7%</b>		<b>71,459</b>	<b>70,330</b>	<b>-1.6%</b>	<b>71,243</b>	<b>70,403</b>	<b>-1.2%</b>

Other Stats	Nov-23	Nov-24	Change from		2023 Total	Projected		December 2022- November 2023	December	Change
			2022	% of Total		2024	Change from 2023		2023- November 2024	
New Patron Registrations	136	124	-8.8%		2,374	2,412	1.6%	2,338	2,410	3.1%

# of Visitors (Security Gate)	10,180	11,258	10.6%	133,995	163,993	22.4%	133,064	161,741	21.6%
# Visitors Lobby Counter	11,555	11,681	1.1%	159,146	172,844	8.6%	158,954	171,906	8.1%
Local History # of visitors	70	355	407.1%	607	5,355	782.3%	584	4,972	751.4%
Adult Programs Active	194	161	-17.0%	3,751	2,771	-26.1%	3,704	2,813	-24.1%
Adult Programs Passive	0	0	#DIV/0!	526	674	28.1%	526	674	28.1%
Adult Programs Virtual Live	126	21	-83.3%	814	292	-64.1%	907	301	-66.8%
Adult Programs Virtual Recorded	117	110	-6.0%	755	966	28.0%	784	958	22.2%
YA Programs Active	0	50	#DIV/0!	81	284	250.6%	81	284	250.6%
YA Programs Passive	0	0	#DIV/0!	148	104	-29.7%	148	104	-29.7%
YA Virtual Live	0	0	#DIV/0!	0	#DIV/0!	#DIV/0!	0	0	#DIV/0!
YA Virtual Recorded	0	0	#DIV/0!	0	#DIV/0!	#DIV/0!	0	0	#DIV/0!
Children's Programs Active	1,123	263	-76.6%	9,926	9,251	-6.8%	10,110	9,305	-8.0%
Children's Programs Passive	261	431	65.1%	3,822	5,193	35.9%	3,612	5,118	41.7%
Children's Virtual Live	155	74	-52.3%	1,227	1,102	-10.2%	1,254	1,112	-11.3%
Children's Virtual Recorded	0	0	#DIV/0!	0	#DIV/0!	#DIV/0!	0	44	#DIV/0!
Total Programs	1,976	1,110	<b>-43.8%</b>	21,050	20,691	<b>-1.7%</b>	21,126	20,713	-2.0%
Public Sessions	1,615	1,664	3.0%	20,380	19,757	-3.1%	20,284	19,804	-2.4%
Wireless Sessions	1,171	1,244	6.2%	13,555	17,063	25.9%	13,781	16,780	21.8%
Website Sessions	9,444	9,412	-0.3%	129,620	137,736	6.3%	127,040	137,066	7.9%
Unique Visits	5,671	5,093	-10.2%	77,699	80,069	3.1%	76,082	79,867	5.0%
Page Views	21,313	16,700	-21.6%	373,539	275,556	-26.2%	384,750	280,429	-27.1%
Self Checks	5,614	5,564	-0.9%	84,526	87,825	3.9%	84,184	87,611	4.1%
Percentage of Self Checks	0	0	1.2%	49%	49%		6	1	
Assists Adult	2,783	2,563	-7.9%	33,661	37,026	10.0%	33,114	36,806	11.1%
Assists Children	699	1,213	73.5%	12,682	13,727	8.2%	12,349	13,667	10.7%
Assists Local history	30	94	213.3%	1,284	1,234	-3.9%	1,298	1,237	-4.7%
IT help calls	87	109	25.3%	1,303	1,261	-3.2%	1,261	1,265	0.3%
Searches in Catalog	37,704	10,834	-71.3%	286,435	260,431	-9.1%	277,566	262,580	-5.4%
Number of Items processed	1,360	1,089	-19.9%	17,526	15,369	-12.3%	17,833	15,531	-12.9%
Number of Items Withdrawn from Collection	794	2,056	158.9%	22,697	12,753	-43.8%	23,498	13,168	-44.0%
Number of mended items	213	234	9.9%	2,166	2,662	22.9%	2,268	2,640	16.4%
Number of items ordered	459	824	79.5%	7,545	6,087	-19.3%	7,111	6,176	-13.1%
Number of records added to database	1,147	855	-25.5%	15,360	12,539	-18.4%	15,565	12,763	-18.0%

Circulation by Audience Physical & Electronic	Change from				2023 Total	2024 Total	Change from 2023
	Dec-23	Dec-24	2023	% of Total			
Number of Adult Materials Loaned	13,989	14,926	6.7%	79.2%	177,618	183,158	3.1%
Number of Young Adult Materials Loaned	432	452	4.6%	2.4%	7,316	8,648	18.2%
Number of Children's Materials Loaned	5,306	3,475	-34.5%	18.4%	83,939	81,235	-3.2%
<b>Total Number of Materials Loaned</b>	<b>19,727</b>	<b>18,853</b>	<b>-4.4%</b>		<b>268,873</b>	<b>273,041</b>	<b>1.6%</b>

Circulation by Material Type	Change from				2023 Total	2024 Total	Change from 2023
	Dec-23	Dec-24	2023	% of Total			
Books Loaned--Physical	10,799	10,194	-5.6%	54.1%	165,521	162,756	-1.7%
Videos/DVDs Loaned--Physical	3,241	3,089	-4.7%	16.4%	39,535	40,063	1.3%
Audios, Including Music Loaned--Physical	803	451	-43.8%	2.4%	9,775	8,331	-14.8%
Magazines/Periodicals Loaned--Physical	210	206	-1.9%	1.1%	3,060	2,804	-8.4%
Other Items Loaned--Physical	32	7	-78.1%	0.0%	740	193	-73.9%
Use of Circulating Electronic Materials	4,642	4,906	5.7%	26.0%	50,242	58,894	17.2%
<b>Total</b>	<b>19,727</b>	<b>18,853</b>	<b>-4.4%</b>		<b>268,873</b>	<b>273,041</b>	<b>1.6%</b>

**Succesful Retrieval of Electronic Information**      **17,612**    **17,441**      **-1.0%**      **48.1%**      **233,907**      **406,458**      **73.8%**

**Electronic Content Use**      **22,254**    **22,347**      **0.4%**      **61.6%**      **284,149**      **465,352**      **63.8%**

Total Collection Use	Change from				2023 Total	2024 Total	Change from 2023
	Dec-23	Dec-24	2023	% of Total			
<b>Total Collection Use</b>	<b>37,339</b>	<b>36,294</b>	<b>-2.8%</b>		<b>502,780</b>	<b>679,499</b>	<b>35.1%</b>

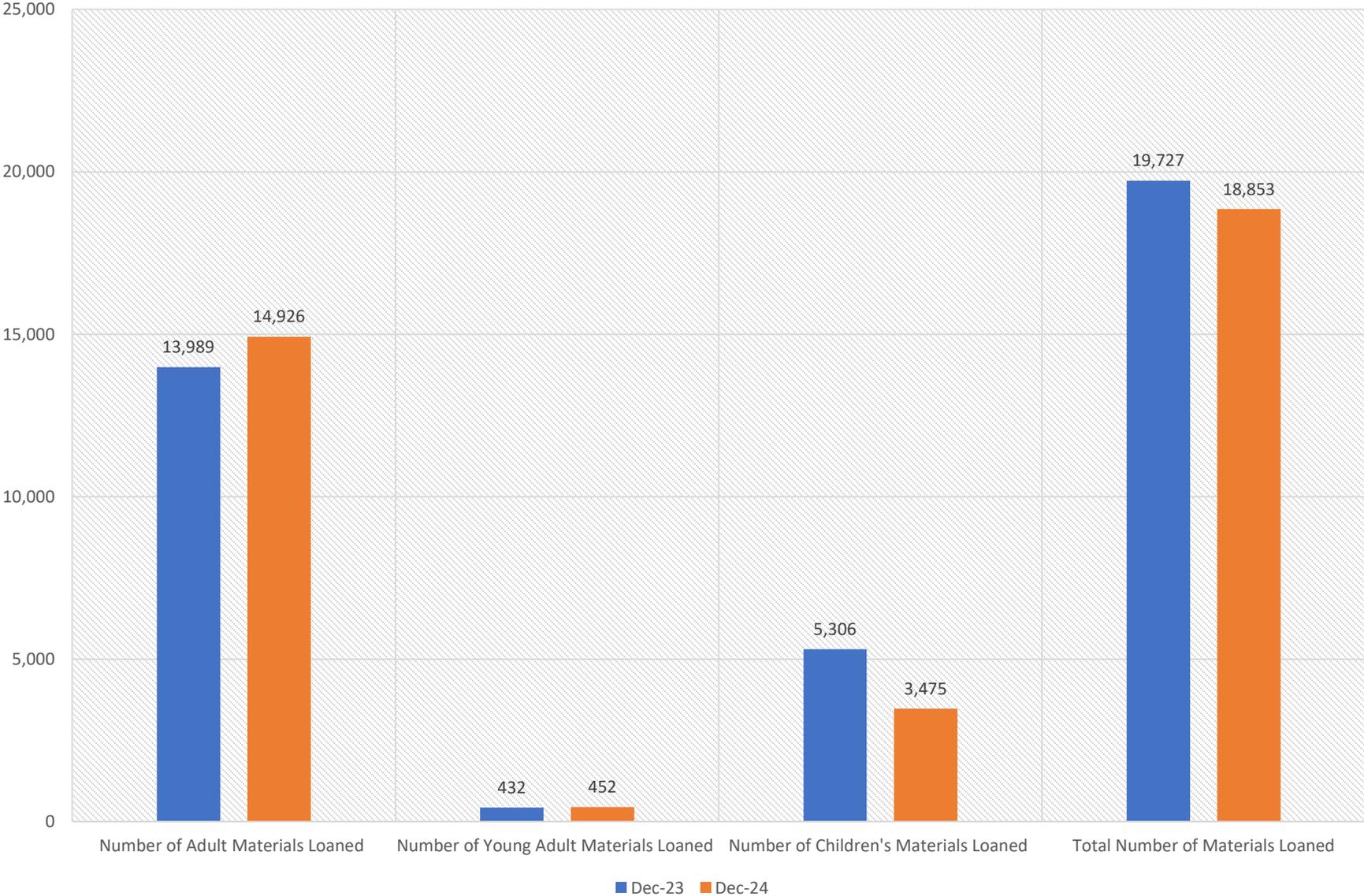
Interlibrary Loan	Change from				2023 Total	2024 Total	Change from 2023
	Dec-23	Dec-24	2023	% of Total			
Interlibrary Loans Provided To Other Libraries	2,883	2,769	-4.0%	57.0%	41,045	38,825	-5.4%

Interlibrary Loans Received FROM Other Libraries	2,313	2,085	-9.9%	43.0%	30,414	31,236	2.7%
<b>Total ILL Transactions</b>	<b>5,196</b>	<b>4,854</b>	<b>-6.6%</b>		<b>71,459</b>	<b>70,061</b>	<b>-2.0%</b>

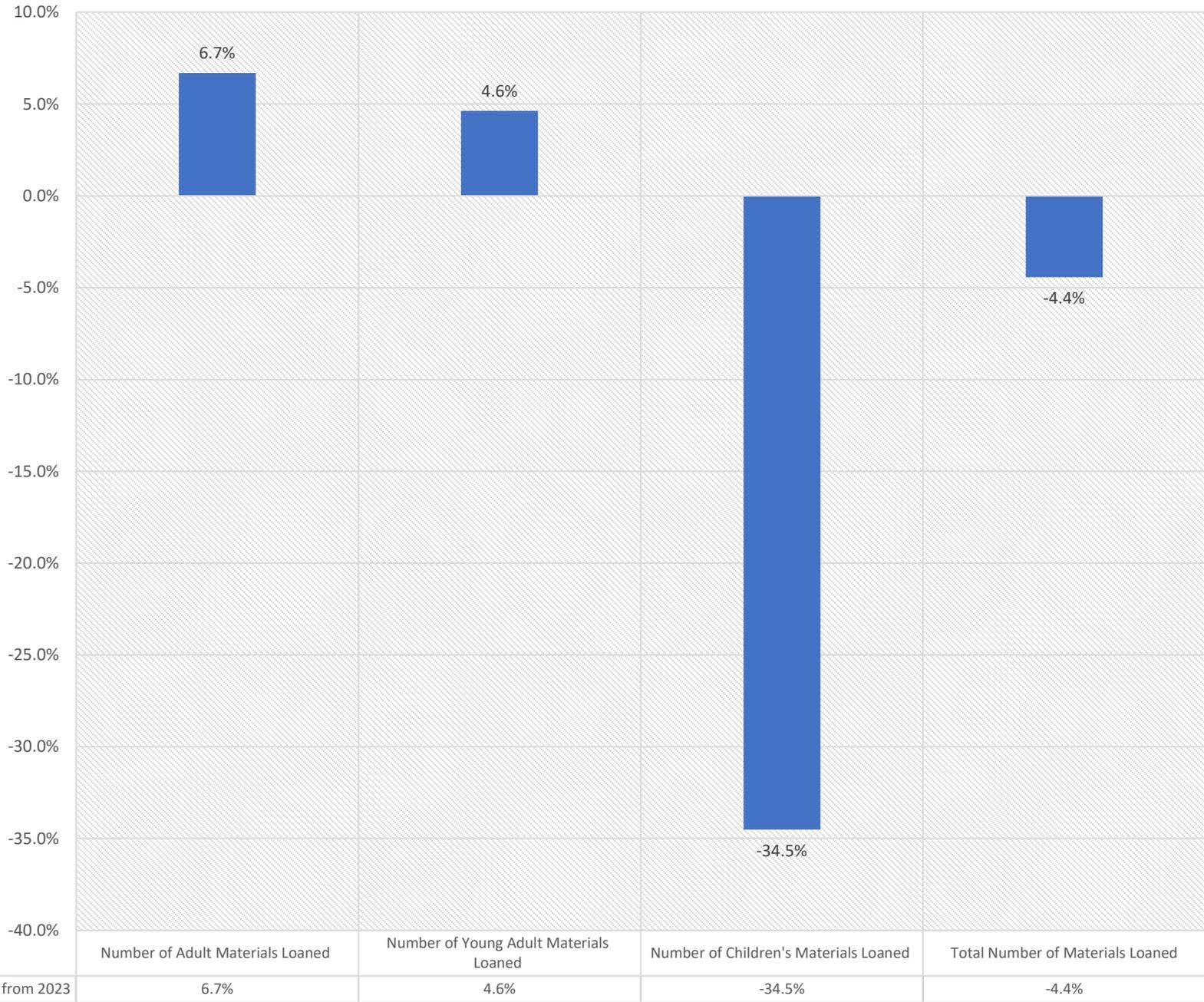
Other Stats	Dec-23	Dec-24	Change from	2023 Total	2024 Total	Change
			2022			from 2023
New Patron Registrations	132	114	-13.6%	2,374	2,278	-4.0%
# of Visitors (Security Gate)	10,060	11,258	11.9%	133,995	151,681	13.2%
# Visitors Lobby Counter	10,897	11,681	7.2%	159,146	161,009	1.2%
Local History # of visitors	49	352	618.4%	607	4,923	711.0%
Adult Programs Active	159	104	-34.6%	3,751	2,654	-29.2%
Adult Programs Passive	0	0	#DIV/0!	526	674	28.1%
Adult Programs Virtual Live	14	18	28.6%	814	287	-64.7%
Adult Programs Virtual Recorded	29	27	-6.9%	755	929	23.0%
YA Programs Active	0	40	#DIV/0!	81	284	250.6%
YA Programs Passive	0	0	#DIV/0!	148	104	-29.7%
YA Virtual Live	0	0	#DIV/0!	0	0	#DIV/0!
YA Virtual Recorded	0	0	#DIV/0!	0	0	#DIV/0!
Children's Programs Active	788	642	-18.5%	9,926	8,517	-14.2%
Children's Programs Passive	210	3	-98.6%	3,822	4,908	28.4%
Children's Virtual Live	100	118	18.0%	1,227	1,012	-17.5%
Children's Virtual Recorded	0	0	#DIV/0!	0	44	#DIV/0!
<b>Total Programs</b>	<b>1,300</b>	<b>952</b>	<b>-26.8%</b>	<b>21,050</b>	<b>19,413</b>	<b>-7.8%</b>
Public Sessions	1,530	1,391	-9.1%	20,380	18,274	-10.3%
Wireless Sessions	1,095	1,093	-0.2%	13,555	15,685	15.7%
Website Sessions	10,704	9,230	-13.8%	129,620	126,362	-2.5%
Unique Visits	6,637	5,187	-21.8%	77,699	73,230	-5.8%
Page Views	18,579	17,172	-7.6%	373,539	261,850	-29.9%
Self Checks	5,493	4,541	-17.3%	84,526	82,118	-2.8%
Percentage of Self Checks	48%	55%	7.0%	49%	49%	-0.3%
Assists Adult	2,205	2,463	11.7%	33,661	34,601	2.8%
Assists Children	724	696	-3.9%	12,682	12,943	2.1%
Assists Local history	72	69	-4.2%	1,284	1,234	-3.9%
IT help calls	114	90	-21.1%	1,303	1,241	-4.8%

Searches in Catalog	23,668	9,090	-61.6%	286,435	248,002	-13.4%
Number of Items processed	1,317	0	-100.0%	17,526	14,214	-18.9%
Number of Items Withdrawn from Collection	948	0	-100.0%	22,697	12,220	-46.2%
Number of mended items	95	0	-100.0%	2,166	2,545	17.5%
Number of items ordered	459	0	-100.0%	7,545	5,717	-24.2%
Number of records added to database	1,222	0	-100.0%	15,360	11,541	-24.9%

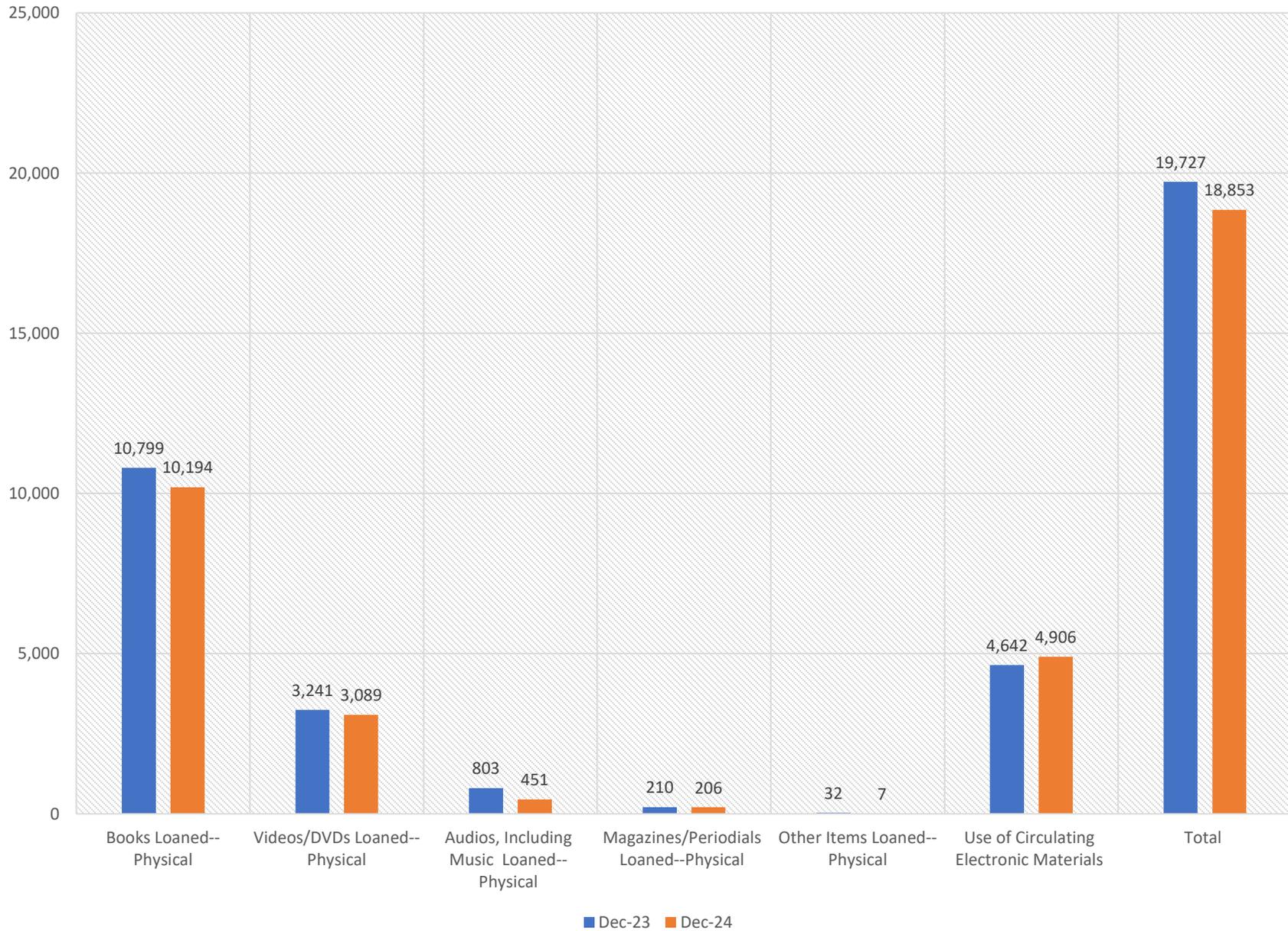
### December Circulation by Audience



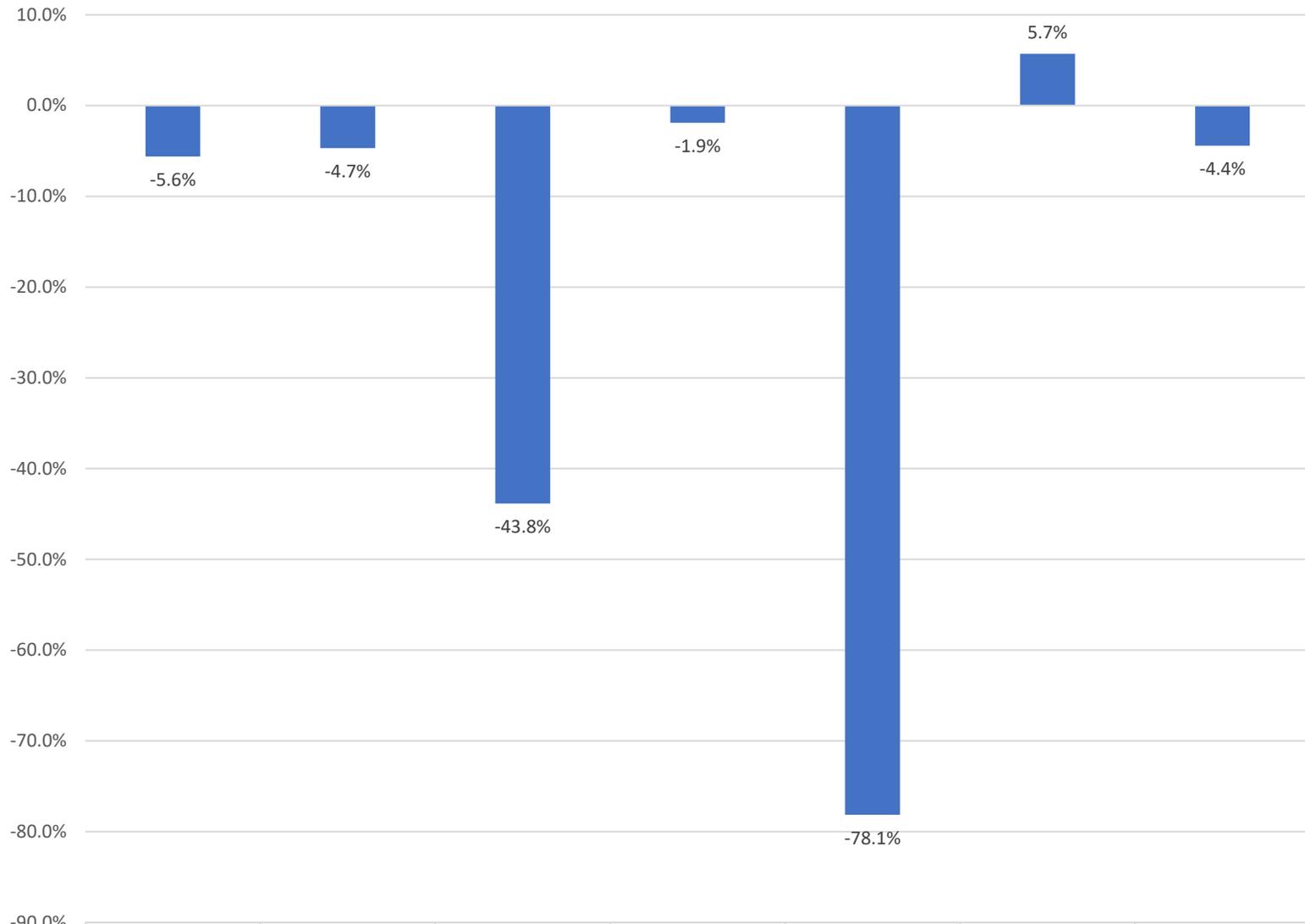
### Change from 2023



## December Circulation by Material Type

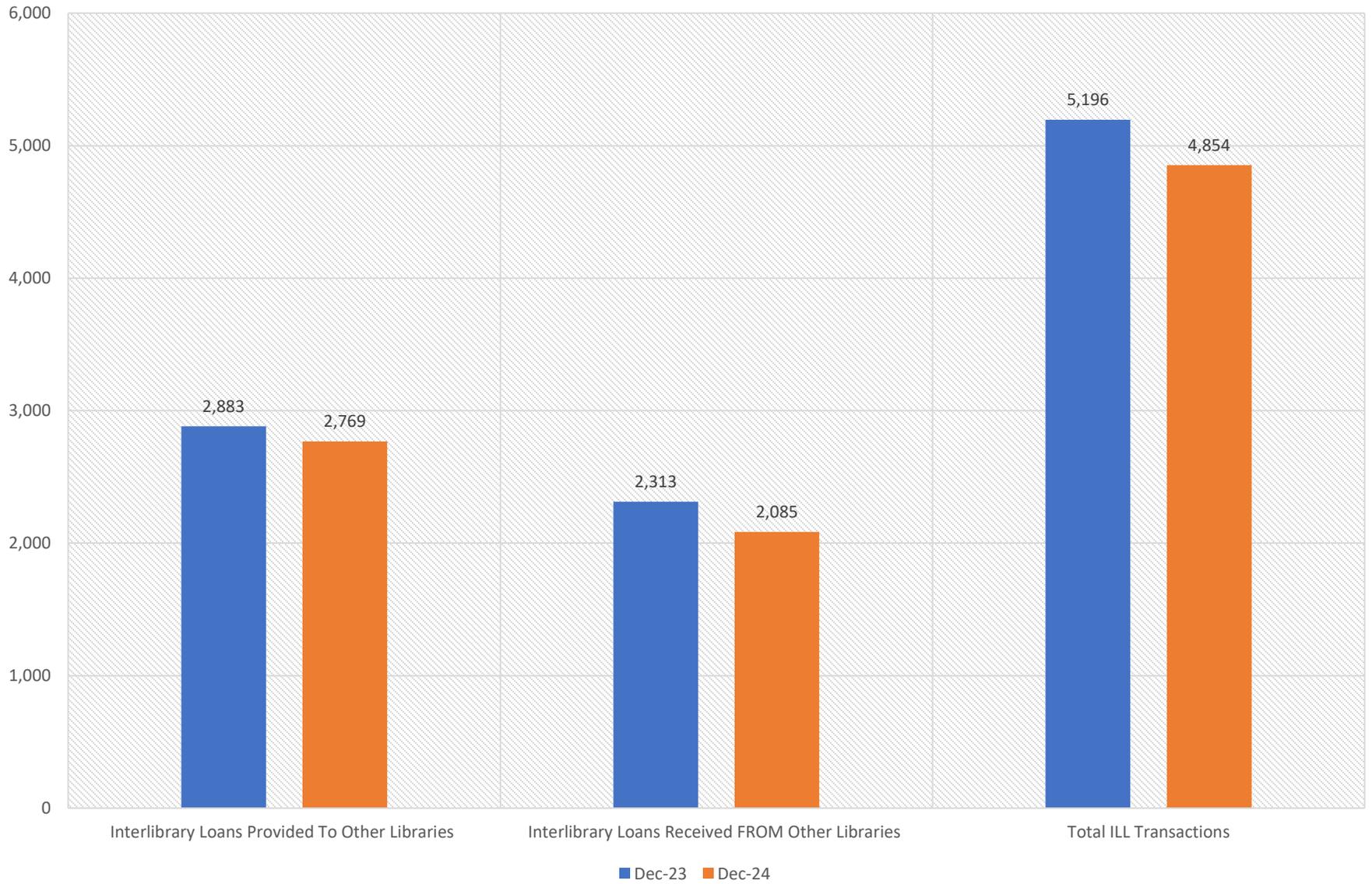


### Change from 2023

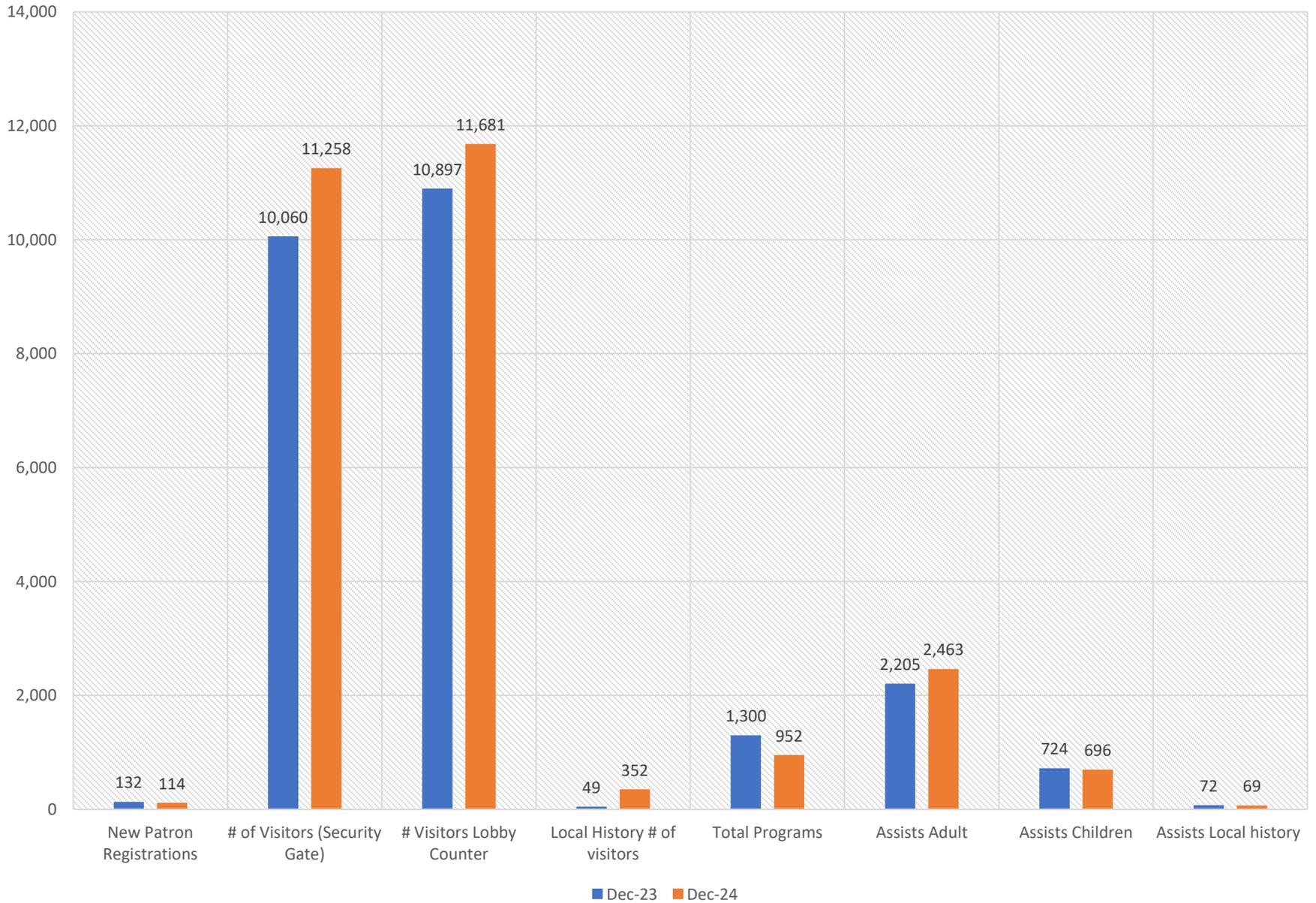


■ Change from 2023	Books Loaned--Physical	Videos/DVDs Loaned--Physical	Audios, Including Music Loaned--Physical	Magazines/Periodicals Loaned--Physical	Other Items Loaned--Physical	Use of Circulating Electronic Materials	Total
	-5.6%	-4.7%	-43.8%	-1.9%	-78.1%	5.7%	-4.4%

## December Interlibrary Loans



## Other December Statistics



**CITY OF DECATUR  
LIBRARY FUNDS CHECK REGISTER**  
For invoices from -- 12/1/2024 to 12/31/2024

**35 -- LIBRARY FUND**

<b>Check #</b>	<b>Check Date</b>	<b>Vendor</b>	<b>Check Amt</b>	<b>Account Description</b>
164287	12/05/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,162.78	OFFICE SUPPLIES
164295	12/05/2024	BREWSTER, CONNIE K 11/12-13'24 PRESCHOOL ART	300.00	OTHER LIBRARY GRANT EXI
164299	12/05/2024	CALM.COM INC SUBSCRIPTION FROM 12/1/24-11/30/25	1,960.80	COMPUTER SOFTWARE
164300	12/05/2024	CAMERON, LEA 2HR YOGA CLASS	70.00	OTHER LIBRARY GRANT EXI
164353	12/05/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	904.60	OFFICE SUPPLIES
164404	12/12/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	3,950.25	OFFICE SUPPLIES
164407	12/12/2024	BECK'S ENGRAVING & RUBBER STAMPS 8 NAME BADGES W/MAGNETS	52.00	OFFICE SUPPLIES
164409	12/12/2024	BLUE MOUND MEMORIAL LIBRARY LOST OR DAMAGED MATERIAL	22.00	LOST OR DAMAGED BOOKS
164415	12/12/2024	CANON FINANCIAL SERVICES, INC SERVICE OFFICE EQUIPMENT COPIERS PRINTERS	739.44	SERV-OFFICE EQUIPMENT
164416	12/12/2024	CARBONDALE PUBLIC LIBRARY LOST OR DAMAGED MATERIAL	18.95	LOST OR DAMAGED BOOKS
164419	12/12/2024	CDW GOVERNMENT INC OFFICE SUPPLIES AND COMPUTER HARDWARE	301.06	OFFICE SUPPLIES
164426	12/12/2024	COMMERCIAL MAIL SERVICES NOV 16 - NOV 30'24	157.37	POSTAGE
164438	12/12/2024	DEMCO INC OTHER LIBRARY GRANT EXPENSE	165.73	OFFICE SUPPLIES
164448	12/12/2024	EFFINGHAM PUBLIC LIBRARY LOST OR DAMAGED MATERIAL	16.99	LOST OR DAMAGED BOOKS
164482	12/12/2024	LAWRENCE PUBLIC LIBRARY DISTRICT LOST OR DAMAGED MATERIAL	20.00	LOST OR DAMAGED BOOKS
164485	12/12/2024	LINCOLN PUBLIC LIBRARY LOST OR DAMAGED MATERIAL	17.00	LOST OR DAMAGED BOOKS
164486	12/12/2024	LIVE HISTORY OCT 16-18 OART 2 OF 3 IN TIME/TIMELESS GATH	1,600.00	PROFESSIONAL SERVICES
164489	12/12/2024	LOVINGTON PUBLIC LIBRARY DISTRICT LOST OR DAMAGED MATERIAL	18.00	LOST OR DAMAGED BOOKS

**CITY OF DECATUR  
LIBRARY FUNDS CHECK REGISTER  
For invoices from -- 12/1/2024 to 12/31/2024**

**35 -- LIBRARY FUND**

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
164500	12/12/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	4,924.18	OFFICE SUPPLIES
164524	12/12/2024	SAM'S CLUB ACCT 9064	61.48	OTHER LIBRARY GRANT EXI
164525	12/12/2024	SCHNIEDERJAN, MEGAN NOV 16'24 CHILDRENS YOGA	100.00	OTHER LIBRARY GRANT EXI
164539	12/12/2024	TODAY'S BUSINESS SOLUTIONS 3RD QTR COST PER FAX PROGRAM	82.68	TELEPHONE
164578	12/19/2024	AMAZON PAYMENTS CREDIT ON INV 193G-RRT1-V1GY PURCHASE FOR OTHER LIBRARY GRANTS	2,019.43	BOOKS & PERIODICALS
164582	12/19/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	4,487.64	OFFICE SUPPLIES
164593	12/19/2024	COMMERCIAL MAIL SERVICES DEC 1 -DEC15'24	161.32	POSTAGE
164603	12/19/2024	DECATUR CIVIC CENTER AUTHORITY SECURITY FOR LIBRARY	3,416.65	SECURITY
164604	12/19/2024	DECATUR PARK DISTRICT TREES ON TEES	250.00	OTHER LIBRARY GRANT EXI
164605	12/19/2024	DEMCO INC OTHER LIBRARY GRANT EXPENSE	277.75	OTHER LIBRARY GRANT EXI
164606	12/19/2024	DENTON, JANET REIMBURSEMENT CHRISTMAS PARTY 2024	7.50	OTHER LIBRARY GRANT EXI
164614	12/19/2024	EYCHISON, KATIE REIMBURSEMENTS FOR FUNDED PROGRAMS	563.82	OTHER LIBRARY GRANT EXI
164620	12/19/2024	FREITAG, PATTI REIMBURSEMENT 2024 CHRISTMAS PARTY	25.98	OTHER LIBRARY GRANT EXI
164628	12/19/2024	GR8R MINDZ INC, FINANCIAL LITERACY PROGRAM/DR DOLLAR& SEN\$	500.00	OTHER LIBRARY GRANT EXI
164629	12/19/2024	HECKWINE, BETTI JO 2024 CHRSTIMAS PARTY & SERVICE RECOGNITION I	212.63	OTHER LIBRARY GRANT EXI
164641	12/19/2024	KANOPY LIBRARY STREAMING SERVICE	433.00	BOOKS & PERIODICALS
164654	12/19/2024	MIDWEST TAPE, LLC AV AND STREAMING SERVICES	10,669.84	OFFICE SUPPLIES

**CITY OF DECATUR  
LIBRARY FUNDS CHECK REGISTER**  
For invoices from -- 12/1/2024 to 12/31/2024

**35 -- LIBRARY FUND**

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
164661	12/19/2024	NAYAX, LLC NOV'24 SERVICES CASHLESS ONLY	19.44	BANKING SERVICE CHARGE
164667	12/19/2024	PAETEC ACCT 633318933001	42.69	TELEPHONE
164671	12/19/2024	PEASE, CONNIE L JUNE-DEC'24 6 YOGA SESSIONS	210.00	OTHER LIBRARY GRANT EXI
164672	12/19/2024	PEERLESS NETWORK, INC ACCT 1212890	330.09	TELEPHONE
164702	12/19/2024	ULINE T-SHIRT BAGS	119.81	OFFICE SUPPLIES
164704	12/19/2024	UNIQUE MANAGEMENT SERVICES NOV'24 PLACEMENTS	403.85	PROFESSIONAL SERVICES
164707	12/19/2024	VERIZON WIRELESS ACCOUNT 980380645-00001	161.67	TELEPHONE
164714	12/19/2024	WHITEHEAD, MICHELLE CHRISTMAS PARTY 2024	68.97	OTHER LIBRARY GRANT EXI
164729	12/31/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	625.76	OFFICE SUPPLIES
164744	12/31/2024	CDW GOVERNMENT INC OFFICE SUPPLIES AND COMPUTER HARDWARE	1,522.05	OFFICE SUPPLIES
23006477	12/05/2024	PRODUCT LLC FURNITURE COORDINATION	2,000.00	PROFESSIONAL SERVICES
23006523	12/19/2024	REGIONS/CREDIT CARD ACCT 7213	1,077.19	PROFESSIONAL SERVICES
23006526	12/19/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	2,038.38	OTHER LIBRARY GRANT EXI
23006553	12/31/2024	JONES & THOMAS PROFESSIONAL SERVICES - WEB	420.00	PROFESSIONAL SERVICES
23006554	12/31/2024	JESSICA HILL CONSULTING LLC OTHER GRANTS FOR SOCIAL WORKER PAYMENTS	807.66	OTHER LIBRARY GRANT EXI
<b>Total for: 35</b>			<b>49,518.43</b>	

**59 -- LIBRARY TRUST FUNDS**

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
164287	12/05/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	475.47	BOOKS & PERIODICALS

**CITY OF DECATUR  
LIBRARY FUNDS CHECK REGISTER**

For invoices from -- 12/1/2024 to 12/31/2024

**59 -- LIBRARY TRUST FUNDS**

<u>Check #</u>	<u>Check Date</u>	<u>Vendor</u>	<u>Check Amt</u>	<u>Account Description</u>
164404	12/12/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	122.25	BOOKS & PERIODICALS
164578	12/19/2024	AMAZON PAYMENTS PURCHASE FOR OTHER LIBRARY GRANTS	.00	BOOKS & PERIODICALS
164582	12/19/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,115.16	BOOKS & PERIODICALS
164729	12/31/2024	BAKER & TAYLOR CO BOOKS AND ENTERTAINMENT	1,191.94	BOOKS & PERIODICALS
			<b>Total for: 59</b>	<b>2,904.82</b>
			<b>Total for All:</b>	<b>\$52,423.25</b>

JANUARY 2024 VENDOR REPORT

<b>VENDOR NAME</b>	<b>AMOUNT</b>
<b>AMAZON PAYMENTS Total</b>	<b>\$2,019.43</b>
<b>BAKER &amp; TAYLOR CO Total</b>	<b>\$13,131.25</b>
<b>BECK'S ENGRAVING &amp; RUBBER STAMPS Total</b>	<b>\$52.00</b>
<b>BLUE MOUND MEMORIAL LIBRARY Total</b>	<b>\$22.00</b>
<b>BREWSTER, CONNIE K Total</b>	<b>\$300.00</b>
<b>CALM.COM INC Total</b>	<b>\$1,960.80</b>
<b>CAMERON, LEA Total</b>	<b>\$70.00</b>
<b>CANON FINANCIAL SERVICES, INC Total</b>	<b>\$739.44</b>
<b>CARBONDALE PUBLIC LIBRARY Total</b>	<b>\$18.95</b>
<b>CDW GOVERNMENT INC Total</b>	<b>\$1,823.11</b>
<b>COMMERCIAL MAIL SERVICES Total</b>	<b>\$318.69</b>
<b>DECATUR CIVIC CENTER AUTHORITY Total</b>	<b>\$3,416.65</b>
<b>DECATUR PARK DISTRICT Total</b>	<b>\$250.00</b>
<b>DEMCO INC Total</b>	<b>\$443.48</b>
<b>DENTON, JANET Total</b>	<b>\$7.50</b>
<b>EFFINGHAM PUBLIC LIBRARY Total</b>	<b>\$16.99</b>
<b>EYTCHISON, KATIE Total</b>	<b>\$563.82</b>
<b>FREITAG, PATTI Total</b>	<b>\$25.98</b>
<b>GR8R MINDZ INC, Total</b>	<b>\$500.00</b>
<b>HECKWINE, BETTI JO Total</b>	<b>\$212.63</b>
<b>JESSICA HILL CONSULTING LLC Total</b>	<b>\$2,846.04</b>
<b>JONES &amp; THOMAS Total</b>	<b>\$420.00</b>
<b>KANOPY Total</b>	<b>\$433.00</b>
<b>LAWRENCE PUBLIC LIBRARY DISTRICT Total</b>	<b>\$20.00</b>
<b>LINCOLN PUBLIC LIBRARY Total</b>	<b>\$17.00</b>
<b>LIVE HISTORY Total</b>	<b>\$1,600.00</b>
<b>LOVINGTON PUBLIC LIBRARY DISTRICT Total</b>	<b>\$18.00</b>
<b>MIDWEST TAPE, LLC Total</b>	<b>\$16,498.62</b>
<b>NAYAX, LLC Total</b>	<b>\$19.44</b>
<b>PAETEC Total</b>	<b>\$42.69</b>
<b>PEASE, CONNIE L Total</b>	<b>\$210.00</b>
<b>PEERLESS NETWORK, INC Total</b>	<b>\$330.09</b>
<b>PRODUCT LLC Total</b>	<b>\$2,000.00</b>
<b>REGIONS/CREDIT CARD Total</b>	<b>\$1,077.19</b>
<b>SAM'S CLUB Total</b>	<b>\$61.48</b>
<b>SCHNIEDERJAN, MEGAN Total</b>	<b>\$100.00</b>
<b>TODAY'S BUSINESS SOLUTIONS Total</b>	<b>\$82.68</b>
<b>ULINE Total</b>	<b>\$119.81</b>
<b>UNIQUE MANAGEMENT SERVICES Total</b>	<b>\$403.85</b>
<b>VERIZON WIRELESS Total</b>	<b>\$161.67</b>
<b>WHITEHEAD, MICHELLE Total</b>	<b>\$68.97</b>
<b>Grand Total</b>	<b>\$52,423.25</b>

DPL FY 2024 Budget Report  
 Prepared January 2, 2025  
 100% of the Year Has Passed

**Revenue**

	FY 2024 Budgeted	% of Budget	Actual YTD	% Collected	FY23 YTD	% Change
Property Taxes	\$ 3,122,000	64.5%	\$ 3,026,802.71	97.0%	\$ 2,952,060.80	2.5%
All Other	\$ 1,719,716	35.5%	\$ 1,369,399.63	79.6%	\$ 1,632,572.53	-16.1%
<b>Total Revenue</b>	<b>\$ 4,841,716</b>		<b>\$ 4,396,202.34</b>	<b>90.8%</b>	<b>\$ 4,584,633.33</b>	<b>-4.1%</b>

Expense	FY 2024 Budgeted	% of Budget	Actual YTD	% Expended	FY23 YTD	% Change
<b>Personnel</b>						
Payroll	\$ 1,770,819		\$ 1,743,709.15	98.5%	\$ 1,535,594.70	13.6%
Benefits	\$ 978,733		\$ 928,438.53	94.9%	\$ 751,990.98	23.5%
	<b>\$ 2,749,552</b>	<b>58.0%</b>	<b>\$ 2,672,147.68</b>	<b>97.2%</b>	<b>\$ 2,287,585.68</b>	<b>16.8%</b>

**Library Materials**

Books, Periodicals, etc.	\$ 245,000		\$ 189,806.69	77.5%	\$ 257,105.48	-26.2%
Per Capita	\$ 104,020		\$ 107,796.34	103.6%	\$ 94,627.08	13.9%
Lost/Damage	\$ 1,600		\$ 1,130.75	70.7%	\$ 1,335.14	-15%
<b>Total Materials</b>	<b>\$ 350,620</b>	<b>9.3%</b>	<b>\$ 298,733.78</b>	<b>85.2%</b>	<b>\$ 353,067.70</b>	<b>-15.4%</b>

**Professional Services**

Security	\$ 45,000.00		\$ 52,520.53	116.7%	\$ 23,470.64	123.8%
Professional Services	\$ 70,000		\$ 60,510.55	86.4%	\$ 117,386.83	-48.5%
Temp Agency	\$ 2,500		\$ -	0.0%	\$ 2,077.90	-1
Bank Service Charges	\$ 250		\$ 274.89	110.0%	\$ 212.45	29%
<b>Total</b>	<b>\$ 117,750</b>	<b>3.1%</b>	<b>\$ 113,305.97</b>	<b>96.2%</b>	<b>\$ 119,677.18</b>	<b>-5.3%</b>

**Allocations**

<b>Administrative Fee</b>	\$	147,732		\$	147,732.00	100.0%	\$	138,380.00	6.8%
<b>MIS</b>	\$	16,337		\$	16,332.00	100.0%	\$	36,333.00	-55.0%
	<b>\$</b>	<b>164,069</b>	<b>4.3%</b>	<b>\$</b>	<b>164,064.00</b>	<b>100.0%</b>	<b>\$</b>	<b>174,713.00</b>	<b>-6.1%</b>

**Grants**

<b>Other grants</b>	\$	300,000		\$	104,192.21	34.7%	\$	82,591.33	<b>26.2%</b>
	<b>\$</b>	<b>300,000</b>	<b>7.9%</b>	<b>\$</b>	<b>104,192.21</b>	<b>34.7%</b>	<b>\$</b>	<b>82,591.33</b>	<b>26.2%</b>

<b>Advertising</b>	\$	900	0.02%	\$	523.38	58.2%	\$	-	#DIV/0!
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**Office Supplies/Maintenance**

<b>Printing/Binding</b>	\$	-		\$	-	#DIV/0!	\$	-	#DIV/0!
<b>Postage</b>	\$	4,500		\$	5,576.59	123.9%	\$	3,551.80	57.0%
<b>Service to Office Equipment</b>	\$	22,000		\$	22,171.80	100.8%	\$	24,605.96	-9.9%
<b>Telephone</b>	\$	16,000		\$	6,795.54	42.5%	\$	7,566.62	-10.2%
<b>Software</b>	\$	45,000		\$	62,816.73	139.6%	\$	36,802.37	70.7%
<b>Office Supplies</b>	\$	36,000		\$	27,303.50	75.8%	\$	32,009.25	-14.7%
<b>Small Capital</b>	\$	152,000		\$	84,966.85	55.9%	\$	114,078.16	-25.5%
	<b>\$</b>	<b>275,500</b>	<b>7.3%</b>	<b>\$</b>	<b>209,631.01</b>	<b>76.1%</b>	<b>\$</b>	<b>218,614.16</b>	<b>-4.1%</b>

**Staff Development**

<b>Conferences/Training/Travel</b>	\$	13,000		\$	19,976.90	153.7%	\$	15,552.65	28.4%
<b>Tuition Reimbursement</b>	\$	10,000		\$	-	0.0%	\$	-	#DIV/0!
<b>Membership</b>	\$	73,000		\$	73,938.63	101.3%	\$	61,743.22	19.8%
	<b>\$</b>	<b>96,000</b>	<b>2.5%</b>	<b>\$</b>	<b>93,915.53</b>	<b>97.8%</b>	<b>\$</b>	<b>77,295.87</b>	<b>21.5%</b>

**Insurance**

<b>Unemployment</b>	\$	1,128		\$	1,128.00	100.0%	\$	990.00	13.9%
<b>Risk Management</b>	\$	93,612		\$	93,612.00	100.0%	\$	87,175.00	7.4%
	<b>\$</b>	<b>94,740</b>	<b>2.5%</b>	<b>\$</b>	<b>94,740.00</b>	<b>100.0%</b>	<b>\$</b>	<b>88,165.00</b>	<b>7.5%</b>

**Building Costs**

<b>Transfer to Capital</b>	\$ -		\$ -		\$ -	#DIV/0!
<b>Rent</b>	\$ 589,583		\$ 589,375.00	100.0%	\$ 540,265.00	9.1%
<b>Supplies</b>	\$ 1,000		\$ 88.06	8.8%	\$ 109.62	-19.7%
<b>Maintenance</b>	\$ -		\$ -	#DIV/0!	\$ 1,845.00	-100.0%
<b>Total Building</b>	\$ 590,583	15.6%	\$ 589,463.06		\$ 542,219.62	8.7%
<b>Total Operations/Services</b>	\$ 1,990,162	52.6%	\$ 1,668,568.94	83.8%	\$ 1,656,343.86	0.7%

<b>Total Expenses</b>	\$ 4,739,714		\$ 4,340,716.62	91.6%	\$ 3,943,929.54	10.1%
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<b>Revenue Minus Expense</b>	\$ 102,002		\$ 55,485.72		\$ 640,703.79	-91.3%
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### Operating fund

Date	Beginning	Revenue	Expense	Balance Sheet	Activ	Equals
1/1/2024	1,794,636.63	\$ 155,732.58	\$ 284,964.15	\$ -	\$	1,665,405.06
2/1/2024	\$ 1,665,405.06	\$ 49,831.17	\$ 485,840.97	\$ -	\$	1,229,395.26
3/1/2024	\$ 1,229,395.26	\$ 109,763.73	\$ 339,891.84	\$ -	\$	999,267.15
4/1/2024	\$ 999,267.15	\$ 97,993.77	\$ 341,221.82	\$ -	\$	756,039.10
5/1/2024	\$ 756,039.10	\$ 178,519.94	\$ 337,877.75	\$ -	\$	596,681.29
6/1/2024	\$ 596,681.29	\$ 170,639.31	\$ 326,745.32	\$ -	\$	440,575.28
7/1/2024	\$ 440,575.28	\$ 1,833,662.72	\$ 376,820.47	\$ -	\$	1,897,417.53
8/1/2024	\$ 1,897,417.53	\$ 166,326.29	\$ 430,350.60	\$ -	\$	1,633,393.22
9/1/2024	\$ 1,633,393.22	\$ 410,845.15	\$ 373,447.75	\$ -	\$	1,670,790.62
10/1/2024	\$ 1,670,790.62	\$ 965,361.22	\$ 373,796.94	\$ -	\$	2,262,354.90
11/1/2024	\$ 2,262,354.90	\$ 160,054.89	\$ 341,204.04	\$ -	\$	2,081,205.75
12/1/2024	\$ 2,081,205.75	\$ 97,471.57	\$ 328,554.97	\$ -	\$	1,850,122.35
1/1/2025	\$ 1,850,122.35					

### Capital Fund

Revenue Expected:

Expense Expected:

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2024	\$ 869,827.03	\$ 1,884.88	\$ -	\$ 871,711.91
2/1/2024	\$ 871,711.91	\$ 916.18	\$ 54,230.00	\$ 818,398.09
3/1/2024	\$ 818,398.09	\$ 1,696.75	\$ 3,000.00	\$ 817,094.84

4/1/2024	\$	<b>817,094.84</b>	\$	958.05	\$	958.05	\$	817,094.84
5/1/2024	\$	<b>817,094.84</b>	\$	1,593.09	\$	1,922.00	\$	816,765.93
6/1/2024	\$	<b>816,765.93</b>	\$	3,199.53	\$	63,844.84	\$	756,120.62
7/1/2024	\$	<b>756,120.62</b>	\$	968.00	\$	359,416.41	\$	397,672.21
8/1/2024	\$	<b>397,672.21</b>	\$	1,383.80	\$	1,300.00	\$	397,756.01
9/1/2024	\$	<b>397,756.01</b>	\$	1,789.98	\$	-	\$	399,545.99
10/1/2024	\$	<b>399,545.99</b>	\$	800.55	\$	-	\$	400,346.54
11/1/2024	\$	<b>400,346.54</b>	\$	2,057.68	\$	12,861.00	\$	389,543.22
12/1/2024	\$	<b>389,543.22</b>	\$	-	\$	197,687.73	\$	191,855.49
1/1/2025	\$	<b>191,855.49</b>						

**Trust Accounts**

**Cantoni**

<b>Date</b>	<b>Beginning</b>	<b>Plus Received</b>	<b>Minus Expense</b>	<b>Equals Ending</b>
1/1/2024	\$ 26,576.99	\$ 18.14	\$ -	\$ 26,595.13
2/1/2024	\$ 26,595.13	\$ 6.03	\$ 1,743.20	\$ 24,857.96
3/1/2024	\$ 24,857.96	\$ 19.11	\$ 101.93	\$ 24,775.14
4/1/2024	\$ 24,775.14	\$ 14.96	\$ 1,178.76	\$ 23,611.34
5/1/2024	\$ 23,611.34	\$ 13.35	\$ 2,695.91	\$ 20,928.78
6/1/2024	\$ 20,928.78	\$ 10.63	\$ 2,185.28	\$ 18,754.13
7/1/2024	\$ 18,754.13	\$ 11.34	\$ 3,218.49	\$ 15,546.98
8/1/2024	\$ 15,546.98	\$ 8.06	\$ 3,544.82	\$ 12,010.22
9/1/2024	\$ 12,010.22	\$ 5.50	\$ 3,450.49	\$ 8,565.23
10/1/2024	\$ 8,565.23	\$ 4.45	\$ 1,167.67	\$ 7,402.01
11/1/2024	\$ 7,402.01	\$ 3.39	\$ 231.01	\$ 7,174.39
12/1/2024	\$ 7,174.39	\$ -	\$ 160.16	\$ 7,014.23
1/1/2025	\$ 7,014.23			

**Meyer**

<b>Date</b>	<b>Beginning</b>	<b>Plus Received</b>	<b>Minus Expense</b>	<b>Equals Ending</b>
1/1/2024	\$ 39,889.25	\$ 27.22	\$ -	\$ 39,916.47
2/1/2024	\$ 39,916.47	\$ 9.36	\$ 30.00	\$ 39,895.83
3/1/2024	\$ 39,895.83	\$ 30.73	\$ -	\$ 39,926.56
4/1/2024	\$ 39,926.56	\$ 24.35	\$ 1,124.72	\$ 38,826.19
5/1/2024	\$ 38,826.19	\$ 21.98	\$ 4,366.51	\$ 34,481.66
6/1/2024	\$ 34,481.66	\$ 18.47	\$ 28.00	\$ 34,472.13

7/1/2024	\$	<b>34,472.13</b>	\$	22.91	\$	-	\$	34,495.04
8/1/2024	\$	<b>34,495.04</b>	\$	20.38	\$	95.79	\$	34,419.63
9/1/2024	\$	<b>34,419.63</b>	\$	18.60	\$	330.00	\$	34,108.23
10/1/2024	\$	<b>34,108.23</b>	\$	19.37	\$	74.70	\$	34,052.90
11/1/2024	\$	<b>34,052.90</b>	\$	16.15	\$	139.45	\$	33,929.60
12/1/2024	\$	<b>33,929.60</b>	\$	-	\$	-	\$	33,929.60
1/1/2025	\$	<b>33,929.60</b>						

**Memorials/Donations**

<b>Date</b>	<b>Beginning</b>	<b>Plus Received</b>	<b>Minus Expense</b>	<b>Equals Ending</b>
1/1/2024	\$ 2,441.75	\$ 101.70	\$ -	\$ 2,543.45
2/1/2024	\$ 2,543.45	\$ 4,714.18	\$ 57.39	\$ 7,200.24
3/1/2024	\$ 7,200.24	\$ 330.63	\$ 98.76	\$ 7,432.11
4/1/2024	\$ 7,432.11	\$ 1,044.91	\$ 19.00	\$ 8,458.02
5/1/2024	\$ 8,458.02	\$ 755.29	\$ 36.45	\$ 9,176.86
6/1/2024	\$ 9,176.86	\$ 104.93	\$ 53.62	\$ 9,228.17
7/1/2024	\$ 9,228.17	\$ 106.13	\$ 247.35	\$ 9,086.95
8/1/2024	\$ 9,086.95	\$ 55.43	\$ 167.65	\$ 8,974.73
9/1/2024	\$ 8,974.73	\$ 4.66	\$ 1,093.81	\$ 7,885.58
10/1/2024	\$ 7,885.58	\$ 54.36	\$ 780.61	\$ 7,159.33
11/1/2024	\$ 7,159.33	\$ 484.39	\$ 837.13	\$ 6,806.59
12/1/2024	\$ 6,806.59	\$ 2,750.00	\$ 2,744.66	\$ 6,811.93
1/1/2025	\$ 6,811.93			

<b>Total</b>	<b>Beginning</b>	<b>Plus Received</b>	<b>Minus Expense</b>	<b>Balance Sheet activit Ending</b>
1/1/2024	\$ 2,733,371.65	\$ 157,764.52	\$ 284,964.15	\$ - \$ 2,606,172.02
2/1/2024	\$ 2,606,172.02	\$ 55,476.92	\$ 541,901.56	\$ - \$ 2,119,747.38
3/1/2024	\$ 2,119,747.38	\$ 111,840.95	\$ 343,092.53	\$ - \$ 1,888,495.80
4/1/2024	\$ 1,888,495.80	\$ 100,036.04	\$ 344,502.35	\$ - \$ 1,644,029.49
5/1/2024	\$ 1,644,029.49	\$ 180,903.65	\$ 346,898.62	\$ - \$ 1,478,034.52
6/1/2024	\$ 1,478,034.52	\$ 173,972.87	\$ 392,857.06	\$ - \$ 1,259,150.33
7/1/2024	\$ 1,259,150.33	\$ 1,834,771.10	\$ 739,702.72	\$ - \$ 2,354,218.71
8/1/2024	\$ 2,354,218.71	\$ 167,793.96	\$ 435,458.86	\$ - \$ 2,086,553.81
9/1/2024	\$ 2,086,553.81	\$ 412,663.89	\$ 378,322.05	\$ - \$ 2,120,895.65
10/1/2024	\$ 2,120,895.65	\$ 966,239.95	\$ 375,819.92	\$ - \$ 2,711,315.68
11/1/2024	\$ 2,711,315.68	\$ 162,616.50	\$ 355,272.63	\$ - \$ 2,518,659.55

12/1/2024 \$	<b>2,518,659.55</b>	\$	100,221.57	\$	529,147.52	\$	-	\$	2,089,733.60
1/1/2025 \$	<b>2,089,733.60</b>								



# DECATUR PUBLIC LIBRARY

knowledge | creativity | inspiration

## BOARD OF TRUSTEES REGULAR MEETINGS 2025/2026

### DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

The regular meeting of the Decatur Public Library Board of Trustees for 2025/2026 will be held at the Decatur Public Library, 130 N. Franklin Street, Decatur, Illinois. The meetings will be held on the third Thursday of each month. If the third Thursday of each month is a legal holiday, the meeting will be held on the next available Thursday of the month as determined by the Board of Trustees.

The schedule of regular meetings is as follows:

February 20, 2025  
March 20, 2025  
April 17, 2025  
May 15, 2025  
June 19, 2025  
July 17, 2025  
August 21, 2025  
September 18, 2025  
October 16, 2025  
November 20, 2025  
December 18, 2025  
January 15, 2026