



DECATUR PUBLIC LIBRARY

247 EAST NORTH STREET DECATUR, ILLINOIS 62523

ROBERT H. DUMAS, City Librarian



BOARD OF DIRECTORS MEETING

AGENDA

JULY 17, 1980

- I. CALL TO ORDER
NORMAN STEWART, PRESIDENT
- II. APPROVAL OF MINUTES:
 - A. REGULAR BOARD MEETING JUNE 19, 1980
- III. LIBRARIAN'S REPORT
- IV. REPORTS OF COMMITTEES:
 - A. PROPERTIES AND FINANCE
 1. Approval of Bills
 - B. POLICIES, PUBLIC RELATIONS AND PERSONNEL
- V. OLD BUSINESS
- VI. NEW BUSINESS
 - A. APPOINTMENT OF COMMITTEES
- VII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

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

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - July 17, 1980

The regular meeting of the Board of Directors of the Decatur Public Library was held July 17, 1980 in the board room of the main library.

Members Present:

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

Members Absent:

Mr. Borchers

Others Present:

Mr. Booth
Mr. Dumas
Mr. Poertner
Miss Schwegman

The meeting was called to order at 4:30 p.m. by Mr. Stewart, who announced that under the new regime board members would please refrain from smoking at meetings, and that all ash trays be removed from the table. At this time Mr. Stewart requested the Board to convene in Executive Session.

The regular meeting reconvened at 5:32 p.m. and the minutes of the regular meeting of June 19, 1980 were approved as mailed. Mr. Stewart stated he had requested copies of the monthly statistical report be mailed to members along with the packet of other materials so that the report could be perused by members prior to the regular meeting.

Presenting his monthly report, Mr. Dumas stated he would be happy to answer any questions members might have regarding the statistical report previously received. Mr. Dumas reported that when the temperatures climb to the mid-90's, temperatures inside the bookmobile trailer are extremely uncomfortable. We have modified the trailer we have by adding an auxiliary air conditioner under the gooseneck, and we will send in a change order to boost the heat pump to a higher BTU on the trailer currently being constructed.

Mr. Dumas stated he had written a letter to Bud Keating of CLSI relating to the portable circulation terminal. This machine, purchased in January of 1979, worked only once in a back-up capacity. This problem occurred with many portable terminals throughout the country and CLSI recalled them for redesign. We sent ours in in August and it was returned May 12, Mr. Dumas stated. During the recent downtime on the computer we once again used the portacirc and it would not dump. We are returning the machine again, this time for credit to buy another central terminal to be used in the Home Reading Department. No response has as yet been received from Mr. Keating.

Stating he had previously reported on the tremendous heat build-up in the basement and that King Lar had suggested the installation of two exhaust fans to correct the problem, Mr. Dumas stated an engineer from Decatur Refrigeration has found the King Lar plan economically unfeasible, and suggested that a better way to contend with the problem was to install an in-line fan in the duct work. This fan would operate all the time, not just intermittently. Decatur Refrigeration will investigate this possibility.

The annual American Library Association convention in New York City was a very good meeting, Mr. Dumas reported, even to the point there were two good meetings being held at the same time occasionally. Mr. Inman, Mr. Poertner, and Mr. Babicki also attended.

As Chairman of the Finance and Properties Committee, Mr. Marshall gave an informational report on the summary of income and expenditures through June 30, 1980 and bills approved through that date. Mr. Susler questioned the procedure of approving bills retrospectively, and Mr. Marshall answered this has never been a problem in the past and allowed the Library to take advantage of discounts payable within a certain number of days. Mr. Susler questioned the bill for staff parking, and Mr. Dumas explained that parking was provided in the old library and the Board had agreed to continue the practice. The possibility of surface parking for staff on the Civic Center lot will be explored and may be closer and less expensive. The motion for approval of the report by Mr. Marshall was seconded by Mrs. Batterham and was approved by a roll-call vote, Mr. Susler abstaining.

Mrs. Moore stated the Public Relations, Personnel and Policies Committee had no report at this time.

Under Old Business, Ms. Taylor reported she had contacted Mr. Conrad, Head of the Psychological and Sociological Services Department at Western Illinois University, regarding a program for staff in dealing with problem patrons and other security matters. The professor promised to have an agenda prepared of their offerings by July 28, which agenda Ms. Taylor, upon receipt, will forward to Mr. Dumas. Ms. Taylor stated no cost had been incurred. Mrs. Batterham requested Millikin Library staff be invited to participate in any such programs.

Mr. Stewart ascertained that only Mrs. Jackson and Mr. Dumas will be absent for the August meeting; thus a quorum should be assured.

Noting that the CLSI computerized circulation system has been "acting up again", Mr. Stewart explained that the Board is trying all avenues to alleviate the problems, and we are casting about for new tactics. Mrs. Moore moved that (1) Mr. Dumas compile data regarding the service record of the computer and related equipment and present to the Board, (2) that Mr. Dumas discuss with Mr. Plotzke of Rolling Prairie

Libraries the problem and possible action with the computer, and (3) that a meeting of the committee of the whole be scheduled to discuss the problem and RPL representatives be invited to attend. Mr. Grieve seconded the motion and it was approved.

At this time Mrs. Batterham moved that the Board send a letter of commendation to Miss Anderson and her staff for the marvelous way they have coped with this very nerve-racking situation in the Circulation Department, a situation of which the Board is most aware and trying to alleviate. Mr. Grieve seconded the motion and it was approved unanimously.

President Stewart noted that for some time he has been a little concerned that only one of our two committees incorporates in its title "policies" and he felt policies should be formed by either committee and should be at the consent of the total board. He proposed for the Board's consideration an amendment of the By-Laws to change the names of the two committees to "Finance and Properties (and related policies)" and "Personnel and Public Relations (and related policies)". Mr. Marshall noted that such a change also reflects the major concerns of the committees. Mr. Susler moved that these changes be incorporated into the September call agenda. This was generally agreed. The following committee appointments were made by the President:

Personnel and Public Relations Committee

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

Finance and Properties Committee

Mr. Marshall, Chairman
Mr. Borchers
Mrs. Jackson
Mrs. Moore

Rolling Prairie Libraries Representative: Mr. Stewart

Friends of the Library Representative: Ms. Taylor

Mr. Marshall reported he had called the Mayor regarding the selection of library board members and was told it is perfectly appropriate for any board member or any citizen in his role as a citizen to approach a member of the Council with a proposed selection. One further consideration, Mr. Stewart interposed, is that we would like to keep the makeup of the Board as diverse as possible.

The question was raised by Mr. Susler if one has a legal question, what procedure is used. Mr. Dumas responded to just let him know and

he would call Ed Booth. The opinions of Mr. Booth have generally been directed by the consensus of the Board, or I have done it on my own for my own information, Mr. Dumas stated. There is no reason why a legal question should not be resolved.

The meeting was adjourned at 6:20 p.m.


Robert H. Dumas, City Librarian

For Secretary of the Board

STATISTICAL REPORT

June, 1980

CIRCULATION

	<u>Adult</u>	<u>Youth</u>	<u>Juvenile</u>	<u>Total</u>	<u>Y-Date</u>
Total Books, 1980 -	Because the computer console was down from June 20 through the end of the month, a good deal of the circulation for June was not entered into the computer. Consequently, the circulation statistics for June are not meaningful. For the August meeting, circulation for June and July will be reported together and compared with the comparable period in 1979.				
1979 -					
A-V Materials, 1980 -					
1979 -					
Total Circulation 1980 -					
1979 -					

TECHNICAL PROCESSING

Cataloging

New books added	736
New titles added	270
Books withdrawn	970
Books mended	933

Acquisitions

Books checked in	902
Telephone Directories	31
Pamphlets	266
Gifts	5

Materials in the State of Processing

Materials (physical items) -	427
Titles -	282

FINANCIAL REPORT

	<u>Budgeted</u>	<u>YTD Expended 1978/79</u>	<u>YTD Expended 1979/80</u>	<u>P.O.'s Out</u>	<u>Unencumbered</u>
Personal Services	885,083	106,677	126,793	--	758,290
Operating	145,702	22,863	25,465	32,993	87,244
Capital and Books	177,081	15,705	23,132	34,201	119,748

STAFF STRENGTH

	<u>Strength Previous Month</u>	<u>Terminations</u>	<u>New Staff</u>	<u>Present Strength</u>
Professional	6	--	--	6
Library Assistants	8 + 3 (240 hours)	--	--	8 + 3 (240 hrs)
Clerical	20 + 12 (790 hrs)	--	1	21 + 12 (784 hrs)
CETA	4	--	--	4
Maintenance	2	--	--	2

Current Vacancies: 3 Technical Services Clerks I, 1 Head, Home Reading Dept., and 1 Sr. Building Custodian

Computer Down-time for Month - 432 hours for 4 terminals; 266 hours on one lightpen.

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

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MAY 1, 1980 THRU JUN 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-	
101 CURRENT YEAR TAXES	1,115,000.00	0.00	0.00	1,115,000.00	
101A PRIOR YEARS TAXES	0.00	0.00	0.00	0.00	
524 INTEREST ON INVESTMENTS	20,000.00	3,186.90	4,842.40	15,157.60	
728 LIBRARY FINES & FEES	23,000.00	1,770.88	3,839.98	19,160.02	
728A NON-RESIDENT FEES	850.00	109.00	162.00	688.00	
729 LOST & DAMAGED BOOKS	2,100.00	277.02	468.60	1,631.40	
730 PRINTS MADE ON COPY MACHINE	800.00	90.96	154.68	645.32	
733 ILL ST PER CAPITA GRANT	25,000.00	0.00	0.00	25,000.00	
799 MISCELLANEOUS INCOME	8,000.00	1,205.30	4,066.46	3,933.54	
TOTAL REVENUE	1,435,575.00	6,639.06	279,906.17	1,155,668.83	19.50

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	54,646.00	107,183.70	634,183.30	
102	STRAIGHT OVERTIME	150.00	0.00	0.00	0.00	150.00	
103	RETIREMENT FUND	109,040.00	0.00	8,016.73	15,363.80	93,676.20	
106	EMPLOYMENT COMPENSATION	3,528.00	0.00	0.00	0.00	3,528.00	
107	HOSPITALIZATION MEDICAL & LIFE INSURANCE	16,913.00	0.00	1,255.92	2,589.84	14,323.16	
109	TEMPORARY SALARIES	14,085.00	0.00	706.69	1,655.77	12,429.23	
201	ADVERTISING	650.00	35.00	71.60	71.60	543.40	
202	PRINTING & BINDING	5,000.00	1,360.47	262.25	839.06	2,800.47	
211	SERVICE TO MAINTAIN BUILDINGS	10,000.00	2,315.40	768.30	1,556.94	6,127.66	
212	SERVICE MAINTAIN IMPROV OTHR THAN BLDGS	1,000.00	264.00	20.00	41.00	695.00	
214	SERVICE TO MAINTAIN OFFICE EQUIPMENT	13,000.00	7,637.50	1,197.90	1,290.94	4,071.56	
215	SERVICE TO MAINTAIN AUTOMOTIVE EQUIPMENT	3,300.00	1,000.00	1,068.53	1,246.71	3,053.29	
221	AUDITING SERVICES	650.00	0.00	0.00	0.00	650.00	
229	OTHER PROFESSIONAL SERVICES	1,000.00	1,000.00	142.00	217.00	217.00	
231	ELECTRICITY	35,000.00	4,492.23	2,758.37	6,443.09	24,064.68	
233	TELEPHONE	9,900.00	7,503.87	620.90	1,152.13	1,244.00	
234	WATER	400.00	476.37	123.63	123.63	200.00	
241	CONFERENCE ATTENDANCE EXPENSE	3,016.00	0.00	193.29	229.75	2,786.25	
245	POSTAGE	4,000.00	3,930.00	336.59	659.49	589.49	
284	PROFESSIONAL ASSOCIATION MEMBERSHIP FEES	1,185.00	0.00	0.00	50.00	1,135.00	
288	RENTALS	3,170.00	3,411.00	353.00	775.50	1,016.50	
310	GAS OIL & ANTIFREEZE	1,800.00	0.00	4.88	179.75	1,620.25	
312	JANITORIAL SUPPLIES	1,500.00	0.00	44.59	427.41	1,072.59	
320	MATERIALS TO MAINTAIN BLDNGS & IMPROVMNT	6,000.00	93.80	1,569.64	2,788.61	3,117.59	
324	MATERIALS TO MAINTAIN AUTOMOTIVE EQUIP	2,500.00	75.00	105.47	282.34	2,142.66	
330	MEDICAL & LABORATORY SUPPLIES	5.00	0.00	0.00	0.00	5.00	
345	OFFICE SUPPLIES	16,000.00	1,398.93	603.58	1,374.86	13,226.41	
402	CONTINGENCIES	1,500.00	0.00	0.00	0.00	1,500.00	
403	TRANS TO G F (ADMIN SERV)	13,738.00	0.00	1,144.83	2,289.86	11,448.34	
415	SERVICE RECOGNITION PAYROLL	1,288.00	0.00	90.00	90.00	1,198.00	
423	INSURANCE	10,100.00	0.00	20.00	3,336.00	6,764.00	
TOTAL OPERATING EXPENDITURES	1,030,785.00	32,993.57	76,124.69	152,258.38	845,533.05	14.77	
510	AUTOMOTIVE EQUIPMENT	35,000.00	0.00	0.00	0.00	35,000.00	
515	OFFICE MACHINERY & EQUIPMENT	11,275.00	9,755.00	875.00	2,625.00	1,105.00	
520	OTHER MACHINERY & EQUIPMENT	2,806.00	24,446.00	4,314.00	4,314.00	25,954.00	

ACTIVITY 940 DECATUR PUBLIC LIBRARY FUND

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MAY 1, 1980 THRU JUN 30, 1980

OBJECT CODE	OBJECT OF EXPENDITURE	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
525	LIBRARY BOOKS RECORDS & EXHIBITS	120,000.00	0.00	7,588.83	15,817.75	104,182.25	
525 A	AUDIO VISUAL MATERIALS	8,000.00	0.00	375.68	375.68	7,624.32	
	TOTAL CAPITAL OUTLAY	177,081.00	34,201.00	13,153.51	23,132.43	119,747.57	13.06
	TOTAL EXPENDITURES	1,207,866.00	67,194.57	89,278.20	175,390.81	965,280.62	14.52

ACTIVITY 941A DECATUR PUBLIC LIBRARY BOND & INTEREST FUND

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MAY 1, 1980 THRU JUN 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	
101 CURRENT YEAR TAXES	96,901.00	0.00	0.00	96,901.00	
101A PRIOR YEARS TAXES	0.00	0.00	0.00	0.00	
106 REPLACEMENT TAX	10,144.00	0.00	4,827.95	5,316.05	
524 INTEREST ON INVESTMENTS	3,500.00	1,246.00	1,246.00	2,254.00	
TOTAL REVENUE	161,624.00	1,246.00	56,511.55	105,112.45	34.96

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	0.00	100.00	0.00
410	PRINCIPAL & INTEREST	108,970.00	0.00	4,485.00	4,485.00	104,485.00	4.12
	TOTAL EXPENDITURES	109,070.00	0.00	4,485.00	4,485.00	104,585.00	4.11

MAY 1, 1980 THRU JUN 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	0.00	4,500.00	
TOTAL REVENUE	64,772.00	0.00	62,689.37	2,082.63	96.78

ACTIVITY 943 DECATUR PUBLIC LIBRARY - C E T A

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MAY 1, 1980 THRU JUN 30, 1980

REVENUE ITEMS

	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
731 FUND BALANCE MAY 1, 1980	0.00	0.00	0.00	0.00	
TRANS FROM CITY OF DECATUR	16,650.00	3,676.45	3,676.45	12,973.55	
TOTAL REVENUE	16,650.00	3,676.45	3,676.45	12,973.55	22.08

OBJECT
CODE

OBJECT OF EXPENDITURE

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

101 REGULAR SALARIES	5,000.00	0.00	619.20	691.56	4,308.44	
103 RETIREMENT FUND	700.00	0.00	149.78	327.57	372.43	
107 HOSPITALIZATION & MEDICAL INSURANCE	700.00	0.00	66.63	111.05	588.95	
107 A GROUP LIFE INSURANCE	250.00	0.00	7.89	13.15	236.85	
109 TEMP SALARIES	10,000.00	0.00	1,792.66	4,583.32	5,416.68	
TOTAL OPERATING EXPENDITURES	16,650.00	0.00	2,636.16	5,726.65	10,923.35	34.39
TOTAL EXPENDITURES	16,650.00	0.00	2,636.16	5,726.65	10,923.35	34.39

ACTIVITY 944 DECATUR PUBLIC TRUST FUND (BRIDGES)

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MAY 1, 1980 THRU JUN 30, 1980

REVENUE ITEMS

	ESTIMATED REVENUE	CURRENT MONTH RECEIPTS	YEAR TO DATE RECEIPTS	UNCOLLECTED REVENUE	% OF EST.
FUND BALANCE MAY 1, 1980	2,300.00	0.00	3,186.07	886.07-	
56 REVENUE	0.00	0.00	0.00	0.00	
524 INTEREST ON INVESTMENTS	200.00	0.00	0.00	200.00	
799 MISC INCOME	900.00	0.00	0.00	900.00	
TOTAL REVENUE	3,400.00	0.00	3,186.07	213.93	93.71

OBJECT
CODE

OBJECT OF EXPENDITURE

	BUDGET AND APPROPRIATION	PURCHASE ORDERS OUTSTANDING	CURRENT MONTH EXPENDITURES	YEAR TO DATE EXPENDITURES	UNENCUMBERED BALANCE	% OF EST.
58 EXPENDITURES	1,000.00	0.00	0.00	0.00	1,000.00	0.00
TOTAL EXPENDITURES	1,000.00	0.00	0.00	0.00	1,000.00	0.00

CITY of DECATUR, ILLINOIS

Decatur Public Library

June, 1980

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
68172	Treas-% Petty Cash Fund	Reimbursement	51.21
68187	Treas-% Payroll Fund	Service recog pay for May	90.00
68241	Treas-% Payroll Fund	Pd ending 6-4-80	25,260.87
68246	Agathon Press, Inc.	Books	21.00
68247	American Library Assn.	"	13.50
68249	Audio Buff Co.	Audio visual materials	26.45
68250	Bob's Repair Service	Automotive parts & repair	75.06
68251	Dash Disposal	Service for May	15.00
68252	Decatur Paper House	Paper	173.08
68253	Downtown Decatur Council, Inc.	June parking	300.00
68254	Englewood Electrical Supply	Electrical parts	1,220.98
68255	Gaylord Brothers, Inc.	Office supplies	216.53
68256	Cornelia Hadley	Travel reimbursement	56.97
68257	Hertzberg-New Method, Inc.	Printing charges	128.49
68258	Jan San Supply	Fasteners & glue	11.58
68259	Mavis Pogue Lumber Co.	Material for bookmobile	26.63
68260	Otis Elevator Co.	Service for month	257.80
68261	Sanitary District of Decatur	Sewer service	30.00
68262	Sourcebook Project	Books	15.95
68263	The T Square	Office supplies	2.50
68264	Treas-% Water Revenue Fund	Water bill	93.63
68271	Ill Power Co.	Power for month	2,758.37
68278	Treas-% Employee's Ins Fund	Life & hosp ins	1,330.44
68413	Steve Lipe	Security duty	25.00
68414	Jeffrey Larner	"	50.00

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
68	Owen Richardson	Reimb for switch	17.40
68480	Treas-% Payroll Fund	Pd ending 6-11-80	2,101.67
68499	Decatur Herald & Review	Advertising expense	39.60
68522	Dr. H O Hoffman	Professional services	37.00
68752	Advertising Age	Books	75.00
68753	Audio Buff Co., Inc.	Audio visual materials	209.83
68754	Black & Co.	Hardware supplies	41.56
68755	R R Bowker	Advertising expense	32.00
68756	Business Efficiency Aids, Inc.	Office supplies	65.32
68757	C C Fire Equipment Co.	Service fire extinguishers	300.00
68758	C L Systems, Inc.	Remote system maint + phone couplers	2,209.05
68759	Council for Exceptional Children	Books	25.00
68760	Decatur Herald & Review	Books	112.80
68761	Demco Educational Corp.	Office supplies	106.15
68762	Div of Boiler & Pressure Vessel Safety	Inspection certificates	20.00
68763	Firestone Stores	Filters	15.48
68764	Robert H Dumas	Travel reimbursement	12.15
68765	Ill Bell Telephone Co.	Telephone service	620.90
68766	K & G Trailer Mart	Chemicals	43.76
68767	Kolbeck Electric Co.	Air conditioner repair	179.50
68768	Lathrop Enterprises	Books	39.91
68769	Library of Congress	"	225.00
68770	McGraw Hill Book Co.	"	21.22
68771	Natl Rifle Assn.	"	22.50
68772	Natl Urban League	"	12.50
68773	Postmaster	Postage	300.00
68774	Regent Book Co.	Books	51.87
68775	Schuerman Key Shop	Locks repaired-panic bars installed	310.12

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR:</u>	<u>AMOUNT</u>
68776	Sporting News	Books	24.50
68777	Tica, Inc.	Repair to bookmobile	26.00
68778	West Publ Co.	Books	203.25
68780	BrooksBrothers Trailers	Payment on bookmobile	4,314.00
68781	Decatur Paper House	Paper supplies	18.50
68782	Galaxy	Books	7.50
68783	Peterson's Guides	"	4.85
68784	West Publ Co.	"	22.25
68733	Treas-% Petty Cash Fund	Reimbursement	54.89
68738	Postmaster	Postage	17.40
68815	Treas-% General Operating Fund	Administrative costs	1,144.83
68830	Treas-% Payroll Fund	Pd ending 6-18-80	28,419.80
68900	Intl Medicine Associates	Professional services	30.00
69022	Dean Klingaman	Travel reimbursement	81.60
69027	Treas-% Petty Cash Fund	Reimbursement	53.00
69029	Audio Buff Co.	Audio visual supplies	139.40
69030	Carrier Pigeon	Books	4.99
69031	Ill State Historical Society	"	15.00
69032	Augustus M Kelley Publishers	"	23.14
69033	Knowledge Industry Publications, Inc.	"	15.50
69034	Regent Book Co.	"	138.32
69035	Supt of Documents	"	.50
69037	Millikin National Bank	Investment	25,432.80
69063	"	Interest on bonds	4,485.00
69118	Baker & Taylor - New York	Books	349.34
69119	" Chicago	"	5,479.32
69120	Doubleday	"	584.18
69121	Gale Research Co.	"	64.80
69122	Library Cards Ltd.	Catalog cards	133.36
69123	McGregor Magazine Agency	Books	12.00

<u>VOU.NO.</u>	<u>PAYMENTS MADE TO:</u>	<u>FOR</u>	<u>AMOUNT</u>
69124	Pitney Bowes	Postage meter rental	45.00
69125	Rolling Prairie Libraries	Control system	875.00
69131	Treas-% Payroll Fund	Pd ending 6-25-80	1,982.21
69161	The Electric Co.	Books	16.95
69137	Treas-% IMR Fund	June retirement	8,166.51
TOTAL DPL VOUCHERS			<u>\$121,884.02</u>

Robt. Durnes

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:

Martin Seidman	Library Board of Directors	7-1-81
David T. Brinkoetter	Heating, Air Conditioning and Refrigeration Commission	5-1-83
Pauline Phillips	Human Relations Commission	8-1-83
Thomas J. Campbell	Aging Advisory Commission	5-1-82

DATED this 28th day of July, 1980.

Elmer W. Walters
MAYOR

RESOLUTION NO. R 80 - 149

RESOLUTION APPROVING APPOINTMENTS

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

Section 1. That the 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 28th day of July, 1980.

Elmer W. Walters
MAYOR

ATTEST:

Theresa E. Sands
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 28th day of July, 1980.

Elmer W. Walters
MAYOR