

Bloomington Public Library

Books are just the beginning.



BLOOMINGTON PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

Tuesday, October 20, 2020

5:30 p.m.

In compliance with the COVID-19 executive orders, the Bloomington Public Library's meeting will take place virtually, via ZOOM, as well as in the William Wetzel Reading Room at the Bloomington Public Library. Below is the link and phone number to connect to the Zoom meeting.

All in-person gatherings will follow the physical distancing guidelines.

In lieu of providing public comment at the meeting, members of the public may send statements to the Library Director, at librarydirector@bloomingtonlibrary.org with the subject line: Public Comment. Comments sent to the Library may be read individually.

Zoom Meeting Link: <https://zoom.us/j/91641714100>

Zoom Meeting Phone Number: (312) 626-6799

Meeting ID: 916 4171 4100

William Wetzel Reading Room
205 E. Olive Street, Bloomington, IL 61701

AGENDA

- I. Call to Order
- II. Roll Call
- III. Introduction of Public
- IV. Public Comment
- V. Work Session with Engberg Anderson
- VI. President's Report
- VII. Director's Report
- VIII. Fiscal Report Presentation
- IX. Consent Agenda
 - A. Approve Minutes of September 15, 2020 Regular BPL Board Meeting
 - B. Approve Bills List of September 2020
- X. Approval Items
 - A. Approve the purchase of content management and website hosting services
 - B. Approve FY22 Maintenance & Operating Budget
 - C. Approve FY22 Fixed Asset Budget
 - D. Approve the retention of the confidentiality of executive session minutes
 - E. Approve the destruction of executive session recordings prior to 4/20/19
- XI. Discussion Items
 - A. Election Day
 - B. Library Expansion
- XII. Comments from Board of Trustees
- XIII. Adjournment

Posted: 10.16.20 12:30 p.m.

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, September 15, 2020

5:30 p.m.

In compliance with the COVID-19 executive orders, the Bloomington Public Library's meeting took place virtually, via ZOOM, as well as in the William Wetzel Reading Room at the Bloomington Public Library.

Minutes

I. Call to Order

President Westerhout called the meeting to order at 5:34 p.m.

II. Roll Call

Trustees Present via Zoom: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Susan Mohr (departed at 7:01 pm), Catrina Parker (arrived at 5:38 p.m.), Matt Watchinski, Julian Westerhout

Trustees Absent: None

Others Present via Zoom: Joe Huberty, Kathy Jeakins

Others Physically Present: Jeanne Hamilton

III. Introduction of Public

President Westerhout introduced Joe Huberty from Engberg Anderson Architects.

IV. Public Comment

There were no public comments.

V. Work Session with Engberg Anderson

Joe Huberty shared that during this meeting, he would go through a series of diagrams with a bit more specificity than the July and August meetings. He went on to say that they tried to give the building a welcoming identity that incorporates warmth and natural materials. He walked through design diagrams featuring internal and external views. He shared that he and his team tried to use a lot of existing walls and connections to reduce costs. This design workshop really focused on general locations of departments, functions, and offices – pathways and furniture can be rearranged, and additional details will continue to develop as the project progresses. After Joe went through all of the diagrams, there was discussion about various details. The consensus from the Trustees was that the designs are great and are coming along really well.

Joe then walked through some potential construction phasing plans, allowing the library to remain open through most of the construction. He also went through a potential schedule which reflected a year of detailed design/plan work and 18 months of construction. He also shared that the year of detailed design/plan work would be about \$750,000. The first 8 months of construction would be the heaviest and would be about 2/3 of the project cost, the remaining 10 months would be focused on interior renovations and would be about 1/3 of the project cost.

Joe shared that they will soon begin work on cost estimating.

VI. President's Report

President Westerhout reported that he has been impressed with the increase in eResource usage.

VII. Director's Report

Jeanne Hamilton stated that the Budget & Personnel Committee will need to meet in October to review the FY22 budget. She confirmed that the standing meeting date of October 6 at 5:30 p.m. worked for committee members.

Jeanne shared that the City Council recently approved the Downtown Task Force Report from a few years ago. The Council discussions did clearly affirm that they support maintaining Library operations in its current location.

Jeanne reported that she has engaged HR Source to complete a Personnel Handbook review and that the project to replace the new phones is complete.

Jeanne announced that the Illinois Library Association conference will take place virtually this year and if any trustees are interested in attending, they should let her know.

Jeanne stated that staff are adapting well to the new procedures in place due to COVID.

VIII. Fiscal Report Presentation

Kathy Jeakins, Business Manager, reported that budget should be at 33% through the end of August. Revenues are at 59% and Expenditures are at almost 27%. Even with the property tax lagging behind, we are still in pretty good shape. She went on to say that in August, the Replacement Tax Distribution of \$130,400.00 and the State Per Capita Grant were received. She entertained questions.

IX. Consent Agenda

A. Approve Minutes of August 18, 2020 Regular BPL Board Meeting

B. Approve Bills List of August 2020

DIANNE HOLLISTER MOVED, JOHN ARGENZIANO SECONDED, TO APPROVE THE CONSENT AGENDA.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Catrina Parker, Matt Watchinski, Julian Westerhout, Alicia Whitworth

Nays: None

Absent: Susan Mohr

THE MOTION CARRIED UNANIMOUSLY.

X. Action Items

A. Approve Amendment to the Motion to Approve the Agreement with Engberg Anderson for Preliminary Design Services

JOHN ARGENZIANO MOVED, MATT WATCHINSKI SECONDED, TO AMEND THE MOTION PASSED AT THE FEBRUARY 2020 LIBRARY BOARD MEEETING TO THE FOLLOWING: APPROVE AGREEMENT WITH ENGBERG ANDERSON FOR PRELIMINARY DESIGN SERVICES FOR AN AMOUNT UP TO \$69,400.00 PLUS ANY REIMBURSABLE EXPENSES UP TO \$5,000.00 INCLUDING THE CONTRACT AMENDMENTS AS DISCUSSED.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Catrina Parker, Matt Watchinski, Julian Westerhout, Alicia Whitworth

Nayes: None

Absent: Susan Mohr

THE MOTION CARRIED UNANIMOUSLY.

XI. Discussion Items

A. Report from the Budget and Personnel Committee

Committee Chair, Catrina Parker, shared that the Budget and Personnel Committee met and discussed minor revisions/clean up of the Director's Performance Review form.

Catrina also shared that the Committee worked with Jeanne to develop the Director's goals this year. Jeanne shared that the intent was to keep the goals realistic considering the current pandemic circumstances. The Board and Jeanne mutually agreed that the FY21 goals, as presented, reflect the vision of the Bloomington Public Library.

B. Library Expansion

President Westerhout had nothing else to report.

XII. Comments from Board of Trustees

Alicia Henry shared feedback on a few bookmobile stops and that she has been particularly impressed with the new stop at Holton Homes.

XIII. Adjournment

VAN MILLER MOVED, DIANNE HOLLISTER SECONDED, TO ADJOURN THE MEETING.

Ayes: John Argenziano, Alicia Henry, Dianne Hollister, Van Miller, Catrina Parker, Matt Watchinski, Julian Westerhout, Alicia Whitworth

Nayes: None

Absent: Susan Mohr

THE MOTION CARRIED UNANIMOUSLY.

President Westerhout adjourned the meeting at 7:17 P.M.

BILLS LIST

Approved by BPL Board of Trustees, October 20, 2020

Signature, BPL Trustee

Vendor	Line Item	Amount
360 Holdings (Lincoln Office)	Building Maintenance	1,537.84
A-1 Lock, Inc.	Building Maintenance	660.40
Alpha Controls & Services	Building Maintenance	507.50
Amazon.com, LLC	A/V Materials	1,520.10
Amazon.com, LLC	Adult Books	330.11
Amazon.com, LLC	Children's Books	109.21
Amazon.com, LLC	Computer Supplies	347.42
Amazon.com, LLC	Office Supplies	127.89
Amazon.com, LLC	Other Purchased Services	269.83
Amazon.com, LLC	Postage	(3.99)
Ameren IP	Electricity	6,813.13
American Pest Control	Building Maintenance	80.00
Brodart Co.	Library Supplies	785.50
Cengage Learning	Adult Books	320.87
CIRBN	Telecommunications	420.33
City of Bloomington	Dental Insurance	801.74
City of Bloomington	FICA	12,650.03
City of Bloomington	Gas & Diesel Fuel	341.68
City of Bloomington	Health Insurance-HMO	2,395.12
City of Bloomington	Health Insurance-PPO	19,019.00
City of Bloomington	IMRF	22,143.35
City of Bloomington	Life Insurance	246.40
City of Bloomington	Medicare	2,958.46
City of Bloomington	Payroll	213,980.36
City of Bloomington	RSA Contribution	564.53
City of Bloomington	Vision Insurance	248.28
Continental Research Corp	Janitorial Supplies	929.74
Cummins, Inc.	Vehicle Maintenance	2,017.19
Cumulus Broadcasting	Advertising	2,310.00
Custom Digital Imaging	Printing	806.95
Dean's Graphics	COVID-19	100.00
Dell Marketing, L.P.	Computer Supplies	2,159.88
Demco	Library Supplies	783.68
Educational Development Corp	Children's Books	39.96
Engberg Anderson, Inc.	Other Purchased Services	16,105.59
Engels, Sara	Travel	7.48
Engler, Callaway, Baasten, & Sraga, LLC	Other Purchased Services	299.00
F & W Lawn Care & Landscaping	Building Mtn Supplies	1,246.25
Flores-Rodriguez, Daynali	Other Purchased Services	100.00
Goddard, Leslie	Other Purchased Services	200.00

Illinois Office of the State Fire Marshal
 Illinois State University
 Illinois Wesleyan University
 Ingram Library Services
 Ingram Library Services
 Ingram Library Services
 Kone
 Library Ideas, LLC
 Metronet Holding, LLC
 Mid Illinois Mechanical
 Midwest Tape
 Midwest Tape
 Miller Janitorial Supply
 Miller Janitorial Supply
 Multicultural Books & Videos
 Northern Illinois Gas/NICOR
 Office Depot
 Office Depot
 OverDrive
 Pantagraph
 Parlin-Ingersoll Public Library
 Peek-A-Book, LLC
 Penworthy Company, LLC
 Pilot Media, LLC
 POS Supply Solutions, Inc.
 Proquest CSA, LLC
 Proquest CSA, LLC
 Quadient Leasing USA, Inc.
 Recorded Books, Inc.
 Ricoh USA, Inc.
 Ricoh USA, Inc.
 RK Dixon
 Ron Smith Printing Co.
 Rosedrew, Inc.
 Scott's Boiler Services, Inc.
 Tee Jay Central, Inc.
 Uline Shipping Supply Specialists
 Value Line Publishing
 Vernon Library Supplies
 Weber Electric, Inc.
 Windstream
 World Book, Inc.
 VISA - All Recipes
 VISA - Amazon.com
 VISA - American Library Association
 VISA - Amigos Library Services
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Best Version Media
 VISA - Casey's Garden Shop
 VISA - Chicago Tribune

Building Maintenance	140.00
Advertising	416.67
Other Purchased Services	31.50
A/V Materials	1,210.95
Adult Books	2,234.67
Children's Books	383.12
Building Maintenance	333.44
A/V Materials	600.81
Telecommunications	3,744.53
Building Maintenance	255.30
A/V Materials	1,247.87
Downloadable Materials	4,990.00
COVID-19	(446.00)
Janitorial Supplies	752.01
Adult Books	650.00
Natural Gas	562.32
Employee Relations	41.94
Office Supplies	273.39
Downloadable Materials	4,990.00
Advertising	1,000.00
Miscellaneous Expenses	20.99
Computer Supplies	1,195.00
Children's Books	5,035.52
Advertising	200.00
Office Supplies	235.10
Downloadable Materials	158.02
Public Access Materials	7,698.00
Rentals	166.92
A/V Materials	39.00
Office/Equipment Mtnc	91.89
Rentals	1,045.10
Other Purchased Services	1,553.25
Printing	148.00
Library Supplies	243.00
Building Maintenance	700.00
Building Maintenance	185.51
Janitorial Supplies	152.26
Public Access Materials	11,500.00
Library Supplies	103.57
Building Maintenance	288.00
Telecommunications	65.20
Public Access Materials	4,800.00
Periodicals	20.00
Periodicals	(10.00)
Professional Development	(400.00)
Professional Development	199.00
A/V Materials	2,426.95
Adult Books	7,852.40
Children's Books	8,677.34
Advertising	591.52
Employee Relations	50.00
Periodicals	325.00

VISA - Don Smith Paint Co.
 VISA - Equity in Action
 VISA - Facebook
 VISA - GameStop
 VISA - Hobby Lobby
 VISA - Illinois Library Association
 VISA - Illinois State University
 VISA - Lowe's
 VISA - Meijer
 VISA - Monoprice, Inc.
 VISA - Outdoor Photography
 VISA - PayPal*ISGS
 VISA - PayPal*ISGS
 VISA - Performance Health Supplies
 VISA - Pioneer Woman Magazine
 VISA - Speed Lube
 VISA - Sprint
 VISA - Sprint
 VISA - USPS
 VISA - Verizon Wireless
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Zoom.US
 Yezek & Sons, LLC

Total

Building Mtnc Supplies	304.44
Professional Development	296.31
Advertising	299.31
Periodicals	19.98
Other Purchased Services	21.44
Professional Development	400.00
Professional Development	15.00
Janitorial Supplies	13.98
A/V Materials	19.99
Computer Supplies	87.95
Periodicals	19.97
Membership Dues	40.00
Professional Development	25.00
Employee Relations	7.30
Periodicals	15.00
Vehicle Maintenance	41.95
Other Purchased Services	459.80
Telecommunications	646.93
Postage	6.95
Telecommunications	395.12
Building Mtnc Supplies	278.00
Janitorial Supplies	45.74
Library Supplies	15.36
Other Purchased Services	72.43
COVID-19	179.88
Professional Collection	288.00

399,065.70

Bloomington Public Library

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Director's Report

September 2020

COVID-19 Response:

- Met with Celeste Choate, Urbana Free Library Director once and Brian Chase, Normal Public Library Director four times to discuss COVID-19 response plans
- Sent staff an update email on the local COVID-19 situation and updates to research related to item quarantine periods
- Monitored and provided guidance for instances of staff exhibiting potential COVID symptoms and/or exposure
- Continued to review COVID-19 procedures to respond to new information and needs

Goal: Explore and implement strategies to improve access to the library and its resources.

- Continued to make progress towards a Library expansion
 - Met with a Pantagraph Photographer and answered a Pantagraph reporter's questions via email for the September 25 article about a Library expansion
 - Met with Deputy City Manager, Billy Tyus, and City Manager, Tim Gleason to discuss the progress on the library's preliminary designs
 - Walked Joe of Engberg Anderson Architects through the building
 - Participated in a planning session with Engberg Anderson Architects
 - Compiled follow-up feedback and information to Engberg Anderson Architects
 - Worked with Rhonda to print the draft designs to share with staff and solicit feedback
- Attended the City Council Meeting to listen to the Downtown Task Force Report agenda item
- Drafted a vision statement for the Equity, Diversity, and Inclusion staff committee
- Prepared for and led the third Equity, Diversity, and Inclusion staff committee meeting
- Inquired with the Bloomington Election Commission about potentially hosting an offsite ballot drop-off box
- Worked with Department Managers to develop the FY21 Strategic Implementation Plan
- Attended the Illinois Library Association Conference Committee, Finance Committee, and Board meetings

Goal: Recruit, train and develop a knowledgeable, collaborative staff.

- Prepared and conducted 8 staff performance reviews and finalized merit raises for FY21
- Met with HR Source to begin the review of our Personnel Handbook
- Prepared materials to respond to a union information request
- Assisted with Rhonda and Amy's Library Market MMS presentations
- Taught ILL staff how to delete old ILL records in Polaris
- Watched an HR and an EDI webinar

Bloomington Public Library

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- Worked with IT Manager, Jon, to envision a new position supporting the growth of our tech programming and then worked with the union to shift our current webmaster (a classified, nonunion position) into this new union role

Goal: Work effectively through the use of technology.

- Met with MetroNet to discuss issues with the implementation of our new phone system
- Met with LibraryMarket, EBSCO Stacks, and Mavidea to discuss website content management systems

Goal: Administer a cost-effective public library.

- Reviewed status of the FY21 budget and met with Kathy to discuss budget adjustments, particularly for eBooks
- Met with Mimi to review eResources plans for the FY22 budget
- Worked with Kathy to develop the FY22 budget
- Secured a donation from the Foundation to support the Annual Staff Appreciation Day meal and gift
- Prepared and submitted a State Library grant application for PPE
- Worked with Katie G. and Carol T. to submit a State Library grant application for Memory Care Collection materials

**Adult Services Report
Carol Torrens
September 2020**

Goal: Explore and implement strategies to improve access to the library and its resources.

Along with other managers, I met with and gave feedback to architects on their second draft of space needs in an expanded building.

Goal: Provide relevant and innovative services, collections, and programs to meet the emergent needs of our community.

SERVICES

Tiffany and Mimi shared info about our remote learning resources with Michelle C. She in turn will let community organizations know about these as another avenue of advertising.

COLLECTIONS

Marcie weeded authors A – B in hardcover and mystery paperback collections.

The Inspirational Standing Order plan has been moved from B & T to Ingram.

PROGRAMS

Book Club coordinators are finalizing title lists for 2021. Online, virtual book club meetings have worked well. A regular member who has moved to the East Coast continues to participate, which is an advantage of this format.

Adult/Family programs

Fiction/Mystery virtual book – 1 session – 14 attended
Spanish virtual book club – 1 session – 11 attended
Classic movies, in person – 2 sessions – 7 attended
Overcoming Anxiety and Stress with Mediation, virtual – 1 session -- 18 attended
Evergreen Cemetery Walk, virtual – 1 session -- 45 attended
Estates and Wills, in person, with Institute for Financial Education – 1 session – 4 attended

Teen Programs

Watercolor craft, virtual – 1 session – 12 attended

Goal: Recruit, train and develop a knowledgeable, collaborative staff.

We are hosting a U of I Library School intern for two semesters. Rachel Ratajski will learn about adult and teen services, help with teen programming and monthly book clubs, create a monthly display in one of the spaces in Adult Services, and a few other similar projects during her time here.

All AS librarians and several others took training on Library Market, the new software for program planning, room reservations, and the online calendar of events. All staff also watched recorded training on the new phone system.

Goal: Work effectively through the use of technology.

There were two individual appointments via phone, one on the Libby ebook app and one about email.

Carol watched a webinar on managing HR problems. Pat participated in a couple of ILL online events and updates.

AS desk staff will do the daily downloading of full issues of the Pantagraph, accessible on the library's website. This is also the electronic collection that replaces the microfilm version of the newspaper, which is no longer being produced.

Business Office Report
Kathy Jeakins
September 2020

Goal: Explore and implement strategies to improve access to the library and its resources.

I participated, along with other Managers, in an architect planning session on 9/15.

Goal: Recruit, train and develop a knowledgeable, collaborative staff.

On September 11, Jon and I participated in Administrator training for the new phone system.

On September 18, I had my Performance Review with Jeanne.

Goal: Administer a cost-effective public library.

Library Credit Cards: I followed up with staff who were contacted by City Hall staff that their cards were about to expire to make sure they get their new cards, cancelled cards for staff who left employment, and I entered all credit card transactions in account files.

FY 21 Budget: Jeanne and I worked to develop a draft of the FY 21 budget.

The Library received two Property Tax distributions in September, bringing the total to \$4,614,203.65

Golden Prairie also received two Property Tax distributions, bringing the total they have passed along to BPL to \$321,911.12.

In September, the Book Shoppe collected \$1,255.25!

The Foundation audit is complete — the Foundation will review and approve it at their next meeting, which is Nov 11.

Work continues on the Golden Prairie audit.

At their September meeting, the Golden Prairie Board approved their levy ordinance. The next step is to file the documents with the County Clerk's office, which will be done soon.

Since selectors are using Ingram more and more, I have set up an automatic credit card charge for purchases through Ingram.

There are still a few minor tweaks to be worked on with the new phone system, but I think overall, the new system is working well.

Bills Costing in Excess of \$5,000:

Engberg Anderson, Inc. \$16,105.59 for architectural services

Proquest \$7,698.00 for renewal of eLibrary service

Value Line \$11,500.00 for renewal of Value Line service

Upcoming:

The Budget & Personnel Committee will meet to review the FY 21 budget.

Circulation and Outreach Services Report
Colleen Shaw
September 2020

Goal: Explore and implement strategies to improve access to the library and its resources.

Outreach virtual meetings attended by Outreach Library Associate, Michelle Cope:

- Central IL Community Educators¹
- Recovery Oriented Systems of Care Spirituality Subgroup meeting and panel discussion²
- Census Complete Count Committee³
- Chestnut Health Community Engagement Liaison, one-on-one meeting

Goal: Provide relevant and innovative services, collections, and programs to meet the emergent needs of our community.

- Deposits staff delivered 331 items to 6 sites. Staff offered PopUP Libraries at Luther Oaks and Bickford House. Discarded books were delivered to Aperion Care for their residents to enjoy as their popUP Library service has been suspended due to safety protocols.
- Home Delivery prepared 398 items for 55 active patrons. 26 items were picked up via our curbside service.
- Census enumerators visited the library and select bookmobile stops for a last push before the deadline.
- The new bookmobile schedule will debut in November. Changes are minimal due to the postponement of browsing on the bus. Notable changes include:
 - The Eastview Community Center stop will be replaced with Evergreen Park on W Forrest St.
 - The Catholic Charities stop has been renamed West Jackson.All other changes are related to parking location or time adjustments.
- We continue to make accommodations for patrons that are not coming into the library during this time by extending library card expirations by request and continuing to offer curbside service.

¹ NPL, YWCA, Children's Discovery Museum, David Davis Mansion, Sugar Grove, McLean County History Museum, IL Art Studio, etc.

² Home Sweet Home Ministries, Chestnut Health, Islamic Recovery Group, Moses Montefiore, Well-briety Native American 12-step

³ McLean County Planning, IL Partners, City of Bloomington, NPL, Census Bureau, Town of Normal



(9/2020) Circulation and Outreach Services Statistics

Total Circ BPL	101,994
Total Circ Main	81,176
Adults	39,392
Teens	2,191
Children	39,593
Total Circ Outreach	4,483
OTR Adults	2,225
OTR Teens	68
OTR Children	2,190
Total Circ eBooks	16,335
Hoopla	3,495
Overdrive	10,399
RBDigital	1,841
TumbleBooks	74
eBook Central	14
Kanopy	512
Borrowers Registered	508
Total Active Cardholders	39,235
Children	9,083
Teen	4,969
Adult	25,183
GPPLD	1,617
Total Holds Filled	12,020
Main Holds	10,055
Outreach Holds	1,965
Door Count	12,849

Circulation Questions Answered: 542

Outreach Questions Answered: 145

Total Questions Answered: 687

10 Stops with the Highest Circulation

Wingover Apartments PM	134
Wingover Apartments AM	101
Ekstam Drive	83
Old Farm Lakes	83
Ponds Apartments	73
Golden Eagle	68
Park Place	67
Ponds Apartments	58
Bohmer Drive	50
Eagle Ridge	49

5 Stops with Lowest Circulation

Fleetwood	5
Four Seasons	5
Heartland Hills	5
Traditions	5
Miller Park	4
Mecherle Drive	2
Eastview Community Center	2

Bookmobile Customers: 591

Total Monthly Stops: 66

Bloomington Public Library

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	January	February	March	April	May	June	July	August	September	October	November	December
Total Circ												
2013	135,806	117,209	134,007	128,915	122,888	146,819	154,032	135,012	119,417	121,594	120,493	110,073
2014	116,717	106,520	124,081	111,830	107,779	141,538	142,819	123,207	116,986	118,036	112,807	109,247
2015	115,409	106,414	120,059	109,664	110,534	140,366	132,776	121,986	109,079	115,446	107,593	108,085
2016	115,834	107,977	114,870	107,576	111,304	131,572	128,439	116,681	104,656	112,022	105,100	97,912
2017	113,831	100,674	110,265	96,693	103,159	113,776	112,791	107,594	93,335	101,602	97,716	90,227
2018	102,019	91,030	104,298	95,337	99,405	115,080	114,304	101,761	92,687	96,937	86,122	86,576
2019	95,472	89,628	97,467	90,513	93,520	114,046	119,119	103,908	96,712	97,285	91,475	88,802
2020	97,072	93,370	100,821	53,982	27,779	59,235	92,390	104,306	101,994			
Main Circ												
2013	124,116	111,489	122,741	122,198	111,484	136,371	142,283	126,755	108,180	110,152	111,062	101,115
2014	106,624	102,576	118,907	105,133	101,459	136,527	130,193	111,651	106,393	108,351	103,053	103,341
2015	110,164	97,499	108,559	103,495	98,882	127,685	123,212	108,030	102,131	102,693	95,683	96,524
2016	103,448	96,129	102,051	94,675	97,826	117,687	115,404	106,625	97,633	97,679	92,573	87,161
2017	100,185	87,246	96,002	83,182	89,162	103,766	99,545	92,320	80,657	88,108	85,196	77,814
2018	87,756	77,949	89,019	81,429	84,157	100,149	99,158	86,406	78,268	81,385	71,469	71,850
2019	79,214	74,576	79,508	74,351	76,661	96,218	100,735	86,027	78,541	79,509	74,343	72,365
2020	77,650	74,419	79,618	32,841	8,404	44,800	74,394	82,523	81,176			
Active Users												
2013	31,325	31,422	31,325	31,933	32,747	33,874	33,374	34,727	35,905	36,210	36,755	37,045
2014	37,445	37,890	38,378	38,088	37,730	37,208	37,006	36,791	36,605	36,438	36,085	35,895
2015	35,612	35,316	34,990	34,709	34,434	34,209	33,986	33,696	33,304	33,031	32,796	33,342
2016	33,460	33,162	33,063	32,875	32,871	33,243	32,994	32,890	35,412	35,144	35,177	35,068
2017	35,357	35,244	35,363	35,216	35,308	34,469	34,287	34,205	34,017	34,819	33,910	33,831
2018	35,346	35,084	35,131	35,010	35,040	34,666	34,495	34,551	35,452	37,182	36,870	36,803
2019	36,506	36,471	37,323	37,619	38,150	38,290	38,116	39,401	38,192	36,443	36,214	36,204
2020	36,919	37,377	38,012	37,796	37,600	38,823	39,235	38,927	39,235			

Children's Services Report

Melissa Robinson

September 2020

Goal: Provide sustainable services, collections and programs to meet the needs of our diverse community.

Collections:

- Alex joined the RAILS World Language Networking Group.
- Lisa organized a weeding/shelf reading project for the holiday collection.

Programs:

- Live
 - Storyteller Mike Lockett (in person) – 8 attended
 - STREAM on Zoom – 23 attended
 - Itsy Arts (in person) – 14 attended
 - Books n Bites (on Zoom) – 11 attended
 - Lego Construction (on Zoom) – 11 attended
- Pre-Recorded Programs on Facebook
 - Where the Wild Things Read – 2 posts – 122 attended
 - DIY videos – 4 posts – 326 attended
 - Smarty Pants Story Time – 5 posts – 311 attended
 - Wild Card Fridays – 4 posts – 198 attended
- Passive programs – 149 participated
- Lisa and Alex collaborated on a Flat Melvin bulletin board to highlight states and libraries that Flat Melvin visits.
- Alex and Alysha recorded a video on how to access ebooks for students, per a school librarian's request.
- Lisa sent a video story time to Trinity Lutheran Preschool.

Goal: Recruit, train and develop a knowledgeable, collaborative staff.

- Along with the other members of the eResource committee, Jesse recorded an MMS about eResources targeting Remote Learning.

Goal: Work effectively through the use of technology.

- Jesse completed eResource renewal forms for Bookflix, Scienceflix, and World Book Online.

- 23 posts were added to the Children's Services Facebook post. We now have 270 members.
- Lisa met with a Library Ideas representative about a new product called Immersive Reality Books which are books with a VR app.

Upcoming:

- We will continue posting our pre-recorded programs on the Children's Facebook group.
- Lego Construction on Zoom – Oct 10
- Rubik's Cube with Red Raccoon Games – Oct 13
- Stars, Moon, and Space Story Time on Zoom – Oct 15
- Dungeons and Dragons for Kids – Oct 17
- STREAM on Zoom – Oct 20
- Itsy Arts from the Art Station (in person) – Oct 21
- Tales for Tails on Zoom – Oct 21
- Halloween Story Time on Zoom – Oct 29
- Books n Bites on Zoom – Oct 29

Human Resources Report

Gayle Tucker

September 2020

Goal: Recruit, train and develop a knowledgeable, collaborative staff.

- I attend and encourage attendance at mini morning sessions (MMS) offered by the Staff Development Committee
 - I reviewed the Library Market training on SharePoint
 - I attended a new MSS on Library Market
 - I watched a webinar on Dealing with Toxic Employees
- In September, there were no in-house Job Announcements and one outside ad posted
- There were no interviews scheduled
- I onboarded five new employees
- I continued FMLA and EFMLA administration and tracking
- I, along with other Department Managers, attended a Teams meeting with the architects developing a new plan for BPL expansion
- Jeanne and I began work with HR Source to update our personnel code/employee handbook
- Employees receive Munis Employee Self Service (ESS) and Kronos Timeclock setup information and instruction during new employee orientation

Goal: Work effectively through the use of technology.

- In September, I participated in several Teams video meetings with other staff, and a lot of my work was accomplished using OneDrive and SharePoint
- I update the Staff Directory on SharePoint at least once a month
- I post in-house Job Announcements on SharePoint
- I am processing the library's background checks
- As an Alert Media administrator, I add new employees to the system and delete former employees
- I continue to work with the City of Bloomington staff regarding the Kronos timeclocks, and new issues as they arise
- I check my payroll calculations against a Munis report for accuracy, and resolve discrepancies

Goal: Administer a cost-effective public library.

- I serve as the Work Study Coordinator with Illinois Wesleyan University
 - The program resumed in August, and we have 4 students this semester
 - This program currently costs \$2.63 per hour, per student
- I track hours worked by part-time staff

Upcoming:

- Ongoing Kronos timeclock troubleshooting
- Working with Jeanne to update Performance Review documents

Information Technology Systems Report
Jon Whited
September 2020

Goal: Explore and implement strategies to improve access to the library and its resources.

The new phone system has been installed. The phones, faxing, and overhead paging systems are all working. We are still refining some of the choices involving hunt groups and resolving smaller issues. In the process of changing over, we have streamlined our phone service and removed and consolidated numerous lines, while still keeping all the same services.

The Credit Payment system was successfully moved to a hosted server. This system is used for people paying fines for Lost items using their credit cards. This greatly reduces the risk of getting credit card information stolen from Library servers. The final report from our server has been taken and the local server has been decommissioned.

We upgraded both the Polaris Production server and Training server to version 6.6, we were previously on version 6.3. More features have been added to the new version that were previously in the client in the older version. Polaris also put in place a system for moving our data each night to the training server so that the training server data is also current with the latest patron, item and check out information.

Goal: Provide relevant and innovative services, collections, and programs to meet the emergent needs of our community.

Dale is continuing on with his Dungeons & Dragon's sessions this month with two more sessions scheduled. At this time, they are all taking place virtually.

Lauryn and Nick are conducting their robotics program at the YWCA. These programs are well attended and they are performing two classes there every Tuesday afternoon.

Upcoming:

We are looking at upgrading the video surveillance system in the Library.
We are looking into a chat/messaging system for the reference desks.

Marketing Report

Rhonda Massie - September 2020

Goal: Explore and implement strategies to improve access to the library and its resources.

My Library Card Handout

- The My Library Card handout underwent a major overhaul to address the elimination of overdue fines, automatic renewals, and the library's new phone numbers. It has now been printed and is available.
 - This document is being translated into Spanish by a staff member.
 - The verbiage on our website pertaining to these same updates was also revamped.

Bookmobile Schedule

- The November 2020-April 2021 Bookmobile schedule was sent to the printer on September 28.
 - Daily text reminders pertaining to each Bookmobile stop have been scheduled.
 - In October, updated Text Word images will be prepped.
 - In October, postcards will be sent to those living in the carrier routes surrounding the following stops: Stevenson School, Park Place, Four Seasons, Traditions Bloomington, and Evergreen Park (new stop)

Koios

- A review session with Koios lead to the launch of 4 new online campaigns. The new campaigns focus on Hoopla, Test Preparation, Homework Help, and 1000 Books Before Kindergarten.
- Koios would like us to add Google Tag Manager to our website. We've opted to put this on hold until we launch a new website, which is planned to happen in the coming months.

New Website

- In our quest to launch a new website, Rhonda, Jeanne, and Jon participated in demos/information gathering sessions with Library Market, EBSCO, and MAVIDEA.

Library Market

- Two Mini Morning Sessions for staff were designated to the "events" side of Library Market and were led by Rhonda. Two more sessions, designated to "reservations" were led by Amy in the Administration Office.

Bookmobile Video

- The Bookmobile video which was assigned to a group from the 2019 Class of Leadership McLean County has been delivered. The library's IT Department is working to add background music to the video as it was delivered without the chosen background music.

Advertising

- A Pantagraph ad campaign promoted the library's online tutoring and remote learning resources. The campaign included an online reveal ad, a Facebook ad campaign, and an online native ad which appeared as a sponsored news article written by the Marketing Department.
- An ad in *Eastside Neighbors* and *Neighbors of Southwest Bloomington* magazines promoted the elimination of overdue fines and forgiveness of past fines.
- Audio ads on WGLT promoted the end of overdue fines, that past overdue fines were erased, and that eligible items are being automatically renewed.
- An ad on Magic 99.5 promoted that the library is open, curbside pickup remains available, the library is no longer charging overdue fines, past overdue fines have been erased, and eligible items are being automatically renewed.
- An ad posted to the marquees at the Coliseum/Arena promoted the end of overdue fines and the elimination of past fines.

Publicity - Paper & Digital

- Remote Learning Handout translated into Spanish
- October Calendars
- Books on Tap Book Club
- Classic Movies
- Dungeons & Dragons for Kids
- Fiction Book Club
- Intro to Game Development
- Itsy Arts
- Mystery Book Club
- Plant Swap
- October's Pre-Recorded CS Programs

- Sinister Secret of Saltmarsh Dungeons & Dragons Program
- Solving the Rubik's Cube with Red Raccoon
- Stars, Moon & Space Story Time
- STREAM on Zoom
- Teen Writing Workshop
- The Tipton Trails Story
- Virtual Lego Construction

Other Design Work

- New signage for curbside pickup
- New-Resident Postcard (new design)
- Because the library updated its phone system, new business cards were created and ordered for staff who needed them.
- Sign for the Illinois Collection
- Update/Print Interlibrary Loan Inserts
- Monthly AS Sign for Book Display
- Shelf Talkers
- Update/Print Note Cards
- Print Wireless printing Handouts

Goal: Recruit, train and develop a knowledgeable, collaborative staff.

- Printed enlarged drawings of the architect's proposed renovations so they could be displayed in an effort to garner staff input.
- Rhonda has registered to attend the online version of the Library Marketing and Communications Conference in November.
- Rhonda has registered to attend a 3-day course titled *Managing the Capital Campaign* in March. It is offered by IUPUI's School of Philanthropy.
- Compiled and distributed the monthly Staff Newsletter using submissions from each Department Manager.

Goal: Work effectively through the use of technology.

Social media presence:

- Facebook – 8,130 followers;
- Instagram - 1,748 followers;
- Twitter - 2,061 followers;
- Library text subscribers - 338
- Bookmobile text subscribers - 1,063
- Books on Tap Book Club is present on MeetUp.com
- Dungeons & Dragons Club is present on MeetUp.com
- Cardholder Perks eBlast list – 31,736 subscribers.
- Program Guide eBlast list – 31,716 subscribers.
- General eBlast list – 31,758 subscribers.

Goal: Administer a cost-effective public library.

FREE(ish) PROMOTION

- The library posts a lot of information to Facebook, including but not limited to all the library's programs and library news.
 - A weekly #TBT photo is posted to Facebook and Instagram.
 - A weekly #BookFaceFriday photo is posted to Facebook and Instagram.
- The library sends at least one monthly eBlast promoting its online resources to all cardholders who've not opted out of receiving such notifications. The online resource eBlasts are also posted to Facebook and Twitter. The ability to send these eBlasts comes with our subscription to Library Aware.
 - An eBlast about the Library's African American Heritage resource was received by 31,356 patrons on 9.1.20.
 - Because the Children's Discovery Museum is currently closed with no opening date in sight, an email was sent to 104 people who had placed a hold on the library's circulating pass to the museum. The email let people know that the hold list has been cleared and that they'd receive an email when these passes are again able to circulate and be put on hold.
- A member of the library's staff is interviewed every other Monday on WJBC. The interview materials are prepped by the Marketing Department.

Support Services Report

Caprice Prochnow

September 2020

Goal: Explore and implement strategies to improve access to the library and its resources.

- Support Services staff:
 - Constant disinfecting of high touch points, rooms or furniture that patrons use, restrooms, etc.
 - Shampooed stained carpet areas in CS
 - Continued upgrade work in the Teen Zone
 - Changed the oil in the van
 - Adjusted the door closers on the Circ workroom door and the community room door
 - Worked with Tiffany and TS staff in moving all of the shelving from the Teen Zone to the Community Room
 - Student volunteers are working with custodial staff on dusting and some disinfecting
- Repairs/Installs:
 - Alpha Controls replaced the building pressure sensor
 - MIM reconnected some flex duct that had come loose in the ceiling
 - A-1 Lock repaired the card reader on the door leading from the lower lobby to the back hallway
 - Tri-County Irrigation performed the backflow test on the irrigation system and repaired a main that had been damaged
 - Weber Electric looked at a fixture on the bookmobile and a hand dryer in the LL Mens restroom – waiting for parts on both

Goal: Recruit, train and develop a knowledgeable, collaborative staff.

- Caprice viewed the Strengthen Equity, Diversity, and Inclusion Practice Through Self-Paced Learning webinar
- Caprice updated the Disaster Preparedness Plan

Goal: Administer a Cost-Effective Library.

- TeeJay Doors performed the quarterly PM on the entrance doors and had to replace a few original parts
- Automatic Fire Sprinkler performed the annual PM on the fire sprinkler system
- Scott's Boilers performed the annual boiler PM

Upcoming: New flooring for the Teen Zone and Community Room

Bloomington Public Library

Books are just the beginning.



Technical Services Report

Allison Schmid

September 2020

Goal: Explore and implement strategies to improve access to the library and its resources.

- The managers met with the architects for another design workshop.

Goal: Provide sustainable services, collections and programs to meet the needs of our diverse community.

- Starting October 1st, we'll be using a new, new sticker for New Non-fiction, New Biography, and New Large Print. It says 21 Day Loan and will match the 7 Day Loan and 14 Day Loan in style (but in a different color.) We're only using them on new items, so there will be a period where both stickers will be intermingled until the old one is phased out.
- We're about halfway done with the Biography labeling project! We're fixing the call labels to say BIO instead of B, have the person's full name (gleaned from the 600 field), and adding an author if there are more than 10 books on a person.
- Katie R. found almost 30 items on the missing list from August.
- We cancelled our last fiction standing order with B&T (Inspirational) and moved it over to Ingram.
- We moved 42 carts of items from the Teen Zone into the Community Room so the TZ could get freshened up.

Goal: Recruit, train and develop a knowledgeable, collaborative staff.

- The SRP Decorations Committee took down the summer reading decorations.
- TS staff watched the MMS on Library Market – Events/Programs. – 1
- TS staff watched the MMS on Library Market – Reservations. – 1.5
- Kam continues to do well in her training of cataloging children's materials. – 14
- TS helped check AV materials.
- Training Hours – 16.5

Goal: Work effectively through the use of technology.

- We noticed an issue with some records not displaying in the PAC and were able to remedy it. Allison will check once a month to ensure all records that should be displaying, are.
- We closed FY20 in Polaris with the help of our Polaris Rep.

Bloomington Public Library

Books are just the beginning.

- 
- We discovered several old on-order records that were cancelled with B&T, but we were not notified. We'll now be checking monthly to clear old on-order records out. Anything cancelled or with a new on-sale date will be sent to the selectors.
 - We're working with Kathy and Ingram to make our invoices easier to work with on our end, especially with staff orders.

Goal: Administer a cost-effective public library.

- Volunteer Hours – 8

Upcoming:

- Making sure all the books in the Storytime collection are cataloged.
- Getting Nonfiction continuations switched from B&T to Ingram.

BLOOMINGTON PUBLIC LIBRARY
FY 2020-2021 FISCAL REPORT

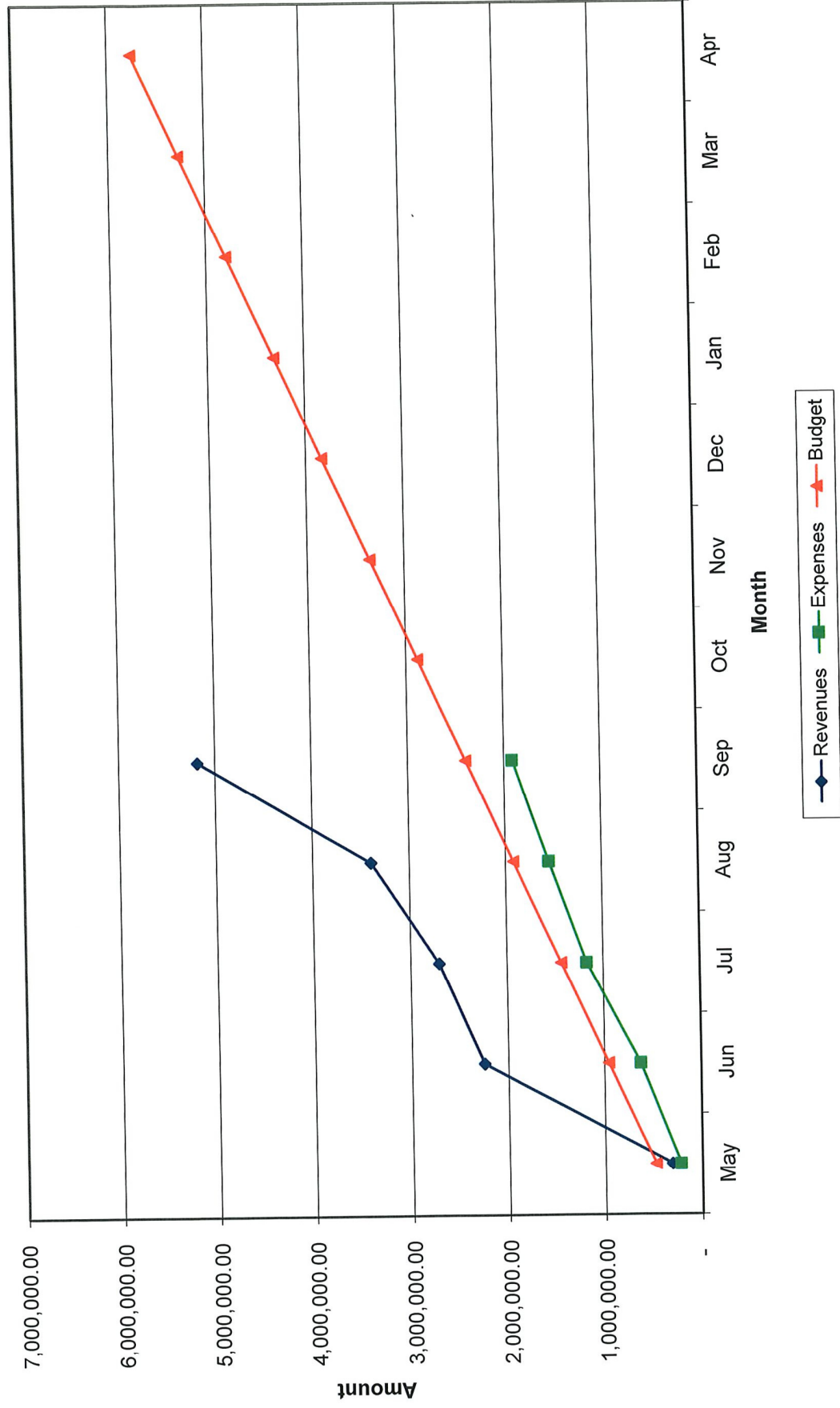
REVENUES:

ACCT NAME	BUDGET	SEPT 2020	YR-TO-DATE	AMOUNT OVER/UNDER	% RECEIVED
Property Tax	4,935,359	1,706,441.07	4,614,203.65	(321,155.35)	93.5
Replacement Tax	130,400	0.00	130,400.00	0.00	100.0
State Grants	95,700	0.00	95,762.50	62.50	100.1
GPPLD	400,000	74,915.23	321,911.12	(78,088.88)	80.5
Fines & Fees	50,000	478.05	2,284.59	(47,715.41)	4.6
Copies	3,500	311.75	738.85	(2,761.15)	21.1
Interest on Investments	75,000	493.40	6,491.79	(68,508.21)	8.7
Interest From Taxes	0	0.00	0.00	-	-----
Donations	24,000	2.05	3,344.46	(20,655.54)	13.9
Cash Over/Short	0	0.00	15.30	15.30	-----
Other	45,000	2,052.96	6,145.31	(38,854.69)	13.7
Total Revenues	5,758,959	1,784,694.51	5,181,297.57	(577,661.43)	90.0

ACCT NAME	BUDGET	SEPT 2020	YR-TO-DATE	AMOUNT OVER/UNDER	% SPENT
Full-Time Salaries	2,399,185	180,961.63	890,554.76	(1,508,630.24)	37.1
Part-Time Salaries	483,694	31,570.03	152,074.68	(331,619.32)	31.4
Seasonal Salaries	67,667	1,250.20	14,700.91	(52,966.09)	21.7
Overtime Salaries	1,100	0.00	0.00	(1,100.00)	0.0
Other Salaries	0	0.00	1,000.00	1,000.00	-----
Total Sals & Wages	2,951,646	213,781.86	1,058,330.35	(1,893,315.65)	35.9
Dental Insurance	11,000	801.74	3,665.10	(7,334.90)	33.3
Vision Insurance	3,000	248.28	1,171.41	(1,828.59)	39.0
Health Insurance, BC/BS PPO	366,827	19,019.00	86,944.00	(279,883.00)	23.7
Health Insurance, OSF HMO	16,000	2,395.12	10,949.12	(5,050.88)	68.4
Life Insurance	3,200	246.40	1,215.20	(1,984.80)	38.0
Library RSA Contribution	0	564.53	2,097.79	2,097.79	-----
IMRF	239,918	22,143.35	112,788.50	(127,129.50)	47.0
FICA	182,933	12,650.03	63,002.48	(119,930.52)	34.4
Medicare	42,783	2,958.46	14,734.27	(28,048.73)	34.4
Worker's Comp	18,385	0.00	0.00	(18,385.00)	0.0
Uniforms	800	0.00	286.65	(513.35)	35.8
Tuition Reimbursement	15,500	0.00	0.00	(15,500.00)	0.0
Other Benefits	25,000	198.50	5,181.20	(19,818.80)	20.7
Total Benefits	925,346	61,225.41	302,035.72	(623,310.28)	32.6
Rentals	25,000	910.03	6,593.27	(18,406.73)	26.4
Total Rentals	25,000	910.03	6,593.27	(18,406.73)	26.4
Building Mtnc	150,000	6,015.25	44,969.94	(105,030.06)	30.0
Vehicle Mtnc	12,000	2,059.14	4,753.16	(7,246.84)	39.6
Office & Computer Mtnc	195,000	(317.80)	72,150.37	(122,849.63)	37.0
Total Repair/Mtnc	357,000	7,756.59	121,873.47	(235,126.53)	34.1

ACCT NAME	BUDGET	SEPT 2020	YR-TO-DATE	AMOUNT OVER/UNDER	% SPENT
Advertising	50,000	3,794.58	20,281.25	(29,718.75)	40.6
Printing/Binding	18,000	148.00	1,919.22	(16,080.78)	10.7
Travel	1,000	13.35	13.35	(986.65)	1.3
Membership Dues	4,000	40.00	1,760.00	(2,240.00)	44.0
Professional Development	10,000	435.31	1,208.66	(8,791.34)	12.1
Other Purchased Services	150,000	6,717.11	40,936.27	(109,063.73)	27.3
Property Insurance	17,000	0.00	0.00	(17,000.00)	0.0
Vehicle Insurance	5,000	0.00	0.00	(5,000.00)	0.0
Other Insurance	6,500	0.00	0.00	(6,500.00)	0.0
Total Purchased Services	261,500	11,148.35	66,118.75	(195,381.25)	25.3
Office Supplies	20,000	851.18	4,138.10	(15,861.90)	20.7
Office Supplies-COVID-19	0	(92.29)	20,437.29	20,437.29	-----
Computer Supplies	90,000	4,025.87	23,376.85	(66,623.15)	26.0
Postage	2,500	2.46	19.05	(2,480.95)	0.8
Library Supplies	85,000	3,023.58	11,206.08	(73,793.92)	13.2
Janitorial Supplies	18,000	434.34	4,294.05	(13,705.95)	23.9
Gas & Diesel Fuel	5,500	341.68	984.71	(4,515.29)	17.9
Building Mtnc & Repair Supplies	20,000	677.43	4,020.56	(15,979.44)	20.1
Total Supplies	241,000	9,264.25	68,476.69	(172,523.31)	28.4
Natural Gas	31,000	562.32	2,571.17	(28,428.83)	8.3
Electricity	90,000	6,813.13	32,937.20	(57,062.80)	36.6
Water	9,000	1,187.52	2,207.31	(6,792.69)	24.5
Telecommunications	38,000	2,782.81	18,782.12	(19,217.88)	49.4
Total Utilities	168,000	11,345.78	56,497.80	(111,502.20)	33.6
Professional Collection	1,500	288.00	288.00	(1,212.00)	19.2
Total Prof Collection	1,500	288.00	288.00	(1,212.00)	19.2
Periodicals	40,000	369.97	17,123.51	(22,876.49)	42.8
Adult Books	143,000	11,086.37	57,700.69	(85,299.31)	40.4
Children's Books	118,500	13,182.00	53,381.73	(65,118.27)	45.0
A/V Materials	131,000	7,114.51	28,716.57	(102,283.43)	21.9
Public Access Software	188,880	7,698.00	29,583.55	(159,296.45)	15.7
Downloadable Materials	154,700	10,041.19	45,087.18	(109,612.82)	29.1
Total Materials	776,080	49,492.04	231,593.23	(544,486.77)	29.8
Employee Relations	5,000	99.24	912.39	(4,087.61)	18.2
Miscellaneous Expenses	10,000	219.79	1,108.81	(8,891.19)	11.1
Transfer to Capital Fund	36,887	0.00	0.00	(36,887.00)	0.0
Total Other Expenses	51,887	319.03	2,021.20	(49,865.80)	3.9
Total Expenses	5,758,959	365,531.34	1,913,828.48	(3,845,130.52)	33.2

Bloomington Public Library FY 2020-2021



EXPLANATIONS FOR VARIANCES IN EXCESS OF 5%
(Variance of 36.7% to 46.7% is acceptable)
September 2020

Property Tax (93.5%): The Library has received 7 distributions so far.

Replacement Tax (100.0%): The distribution took place in August.

State Grants (100.1%): The Library received its Per Capita Grant in August.

Golden Prairie Public Library District (80.5%): Golden Prairie has received 6 distributions so far; of those distributions, Bloomington Public Library receives 95% of their tax dollars.

Fees (4.6%): Very little has been collected.

Copies (21.1%): Very little has been collected.

Interest (8.7%): Interest rates are down.

Donations (13.9%): A few donations have come in from various sources.

Other Revenue (13.7%): Receipts have been low.

Part-Time Salaries (31.4%): This is also low due to some staff vacancies.

Seasonal Salaries (21.7%): This is under-spent due to the decision to hire fewer seasonal employees this summer.

Overtime Salaries (0.0%): Nothing has been paid from this line item.

Dental Insurance (33.3%): This is just under-spent due to full-time staff vacancies.

Health Insurance, PPO (23.7%): This line item is also under-spent due to full-time staff vacancies.

Health Insurance, HMO (68.4%): This is over-spent due to reducing the total budgeted amount, based on previous year's spending.

IMRF (47.0%): This is just slightly over-spent.

FICA (34.4%): This is under-spent due to staff vacancies.

Medicare (34.4%): This is under-spent due to staff vacancies.

Worker's Compensation (0.0%): The annual worker's compensation premium is paid in December.

Uniforms (35.8%): This is just slightly under-spent; shirts were purchased for the new Security Guard.

Tuition Reimbursement (0.0%): Nothing has been paid from this line item.

Other Benefits (20.7%): This line item is for vacation payouts for staff.

Rentals (26.4%): Charges have been minimal.

Building Maintenance (30.0%): Charges have been minimal.

Printing/Binding (10.7%): Charges have been minimal.

Travel (1.3%): Charges have been minimal.

Professional Development (12.1%): Charges have been minimal.

Other Purchased Services (27.3%): Charges have been minimal.

Property Insurance (0.0%): This will be paid at the end of December.

Vehicle Insurance (0.0%): This will be paid at the end of December.

Other Insurance (0.0%): This will be paid at the end of December.

Office Supplies (20.7%): Charges have been minimal.
Computer Supplies (26.0%): Charges have been minimal.
Postage (0.8%): Charges have been minimal.
Library Supplies (13.2%): Charges have been minimal.
Janitorial Supplies (23.9%): Charges have been minimal.
Gas & Diesel Fuel (17.9%): Charges have been minimal.
Building Maintenance Supplies (20.1%): Charges have been minimal.
Natural Gas (8.3%): Charges have been minimal.
Electricity (36.6%): This is just slightly under-spent.
Water (24.5%): Charges have been minimal.
Telecommunications (49.4%): This is over-spent due to the annual payment for Alert Media emergency notification system, which was paid in May.
Professional Collection (19.2%): Charges have been minimal.
A/V Materials (21.9%): Charges have been minimal.
Public Access Software (15.7%): Charges have been minimal.
Downloadable Materials (29.1%): Charges have been minimal.
Employee Relations (18.2%): Charges have been minimal.
Miscellaneous Expenses (11.1%): Charges have been minimal.
Transfer to Capital Fund (0.0%): This transfer from the Operating Fund to the Capital fund has not taken place yet.

The Donations line item breaks out as follows:

Summer Reading Program Donations:	
Golden Prairie Public Library District:	\$3,000.00
Memorial Donations:	50.00
C-U Herb Guild, Donation for Materials:	50.00
Miscellaneous Donations:	244.46
 Total Donations:	 \$3,344.46

The Other Revenue line item breaks out as follows:

Blankets:	\$ 0.00
Book Pick-Up:	394.50
Book Shoppe:	3,714.75
Drawstring Bags:	0.00
Ear Buds:	15.00
Flash Drives:	9.75
Hot Beverage Service:	0.00
Meeting Room Fees:	0.00
Mugs/Cups:	2.00
Print Station:	1,897.80
Reusable Bags:	13.50
Test Proctoring:	0.00
Tote Bags:	72.00
Umbrellas:	0.00
Miscellaneous:	26.01
 Total Other Revenue:	 6,145.31

During September, 13 batches containing 116 invoices were processed, totaling \$60,426.11 and 93 credit card charges were made totaling \$23,648.04.

As of September 30, the Library's Maintenance & Operating Fund Balance is \$5,567,668.81, which is 96.7% of the budgeted amount; the goal of twenty-five percent of the Library's FY21 budget is \$1,439,739.75.

Library Fund Balance Information, 9/30/20:

Operating:	\$ 5,567,668.81
Capital:	\$ 3,370,105.82
Fixed Assets:	\$ 1,188,169.62

Bloomington Public Library

Books are just the beginning.



Statistics At-A-Glance

September 2020

Goal: Explore and implement strategies to improve access to the library and its resources.

Circulation	Current	Last Year	Change	FYTD	Last FYTD	Change
Adults	41,617	42,214	-1%	150,938	223,273	-32%
Teens	2,259	3,577	-37%	9,144	18,637	-51%
Children	41,783	38,973	7%	145,448	225,887	-36%
Digital Downloads	16,335	11,948	37%	82,067	59,508	38%
Total	101,994	96,712	5%	387,597	527,305	-26%

Active Cardholders	Current	Last Year	Change	FYTD	Last FYTD	Change
Adults	25,183	24,291	4%	125,635	24,291	417%
Teens	4,969	4,879	2%	24,855	4,879	409%
Children	9,083	9,022	1%	43,330	9,022	380%
Total	39,235	38,192	3%	193,820	38,192	407%

New Cardholders	Current	Last Year	Change	FYTD	Last FYTD	Change
Total	508	457	11%	1,516	2,696	-44%

Visits	Current	Last Year	Change	FYTD	Last FYTD	Change
Main	12,849	23,466	-45%	41,162	139,207	-70%
Bookmobile	591	1,124	-47%	2,239	6,116	-63%
Total	13,440	24,590	-45%	43,401	145,323	-70%

Room Use	Current	Last Year	Change	FYTD	Last FYTD	Change
Study Room	0	43	-100%	0	273	-100%
Digital Preservation Studio	0	16	-100%	0	107	-100%
Community Room	10	112	-91%	35	556	-94%
Total	10	171	-94%	35	936	-96%

Community Outreach	Current	Last Year	Change	FYTD	Last FYTD	Change
Staff Outreach Visits	1	12	-92%	7	96	-93%
People Reached	15	703	-98%	334	11,689	-97%
Community Visits to the Library	0	1	-100%	0	48	-100%
People Reached	0	86	-100%	0	1,174	-100%
Total Outreach Visits	1	13	-92%	7	144	-95%
Total People Reached	15	789	-98%	334	12,863	-97%

Goal: Provide relevant and innovative services, collections and programs to meet the emergent needs of our community.

Programs	Current	Last Year	Change	FYTD	Last FYTD	Change
Adults	7	20	-65%	22	112	-80%
Attendance	99	302	-67%	208	2,216	-91%
Teens	1	4	0%	6	22	-73%
Attendance	12	0	#DIV/0!	23	367	-94%
Childrens	9	31	-71%	11	108	-90%
Attendance	120	933	-87%	143	5,156	-97%
Total Programs	17	55	-69%	39	242	-84%
Total Attendance	231	1,235	-81%	374	7,739	-95%

1-on-1 Appointments	Current	Last Year	Change	FYTD	Last FYTD	Change
Total	3	7	-57%	9	48	-81%

Reference Questions	Current	Last Year	Change	FYTD	Last FYTD	Change
Total	3,077	3,361	-8%	12,673	19,161	-34%

Goal: Recruit, train and develop a knowledgeable, collaborative staff.

Training Hours	Current	Last Year	Change	FYTD	Last FYTD	Change
Total	228.25	201.00	14%	642	811	-21%

Goal: Work effectively through the use of technology.

Technology Use	Current	Last Year	Change	FYTD	Last FYTD	Change
Public Computer Use	1,126	3,807	-70%	3,125	23,328	-87%
WiFi Sessions	1,847	3,450	-46%	7,458	17,535	-57%
Website/Catalog Hits	41,669	41,309	1%	237,324	217,310	9%
Online Resource Use	6,445	3,384	90%	23,994	29,916	-20%

Goal: Administer a cost-effective public library.

Interlibrary Loan	Current	Last Year	Change	FYTD	Last FYTD	Change
Received	416	584	-29%	1,270	2,517	-50%
Sent	415	264	57%	1,044	1,357	-23%

Volunteer Hours	Current	Last Year	Change	FYTD	Last FYTD	Change
Total	19.00	159.25	-88%	27	491	-95%

Golden Prairie Public Library District
Board of Trustees Meeting

Wednesday, August 19, 2020
5:00 p.m.

Due to COVID -19, this meeting took place in a hybrid virtual and in-person format.

At 5:00 p.m., President Jodi Sherman opened the Public Hearing on Ordinance No. 20-01, the Annual Budget and Appropriation Ordinance for the Fiscal Year beginning the first day of July 2020 and ending the 30th day of June 2021. President Sherman called for public comments three times with no responses. The Public Hearing was closed at 5:02 p.m.

MINUTES

- I. Call to Order
President Sherman called the meeting to order at 5:02 p.m.
- II. Roll Call
MEMBERS PRESENT: Ary Anderson, Laurie Nippe, Ruth Novosad, Stephen Peterson, Patti Salch, Stephanie Walden, Jodi Sherman

MEMBERS ABSENT: None

OTHERS PRESENT: Amy Dunham, Jeanne Hamilton, Kathy Jeakins
- III. Introductions:
There were no introductions.
- IV. Public Comments:
There were no public comments.
- V. President's Report
President Jodi Sherman informed the Board that she was now receiving the ALA newsletter and will be happy to pass it along if anyone is interested.
- VI. Approval of Minutes
A. July 15, 2020
Hearing no objections, the minutes were approved as distributed.
- VII. Staff Reports
A. Director's Report: Jeanne Hamilton, Library Director, shared that in August, the Library hosted two children's story times and one movie for adults. The events were accomplished safely and having in-person programming added some normalcy back. The Library will continue with the slower pace of programming through the Fall. Discussion was held on the Equity, Diversity, and Inclusion Staff Committee.

- B. Outreach Report: Jeanne Hamilton reported the bookmobile schedule has been re-instituted. Patrons can pick up their holds and return items. Patrons are not on the vehicle yet due to the small space constraints.
- C. Financial Report: Kathy Jeakins, Business Manager, provided the financial report in the Board packet. At this time of year, there is usually not much activity and it is reflected on the report. The fourth Property Tax distribution was received in July 2020. Please note that GPPLD did purchase a 14-month CD for \$60,000. This brings the capital projects total to approximately \$136,000.

VIII. Action Items

A. Adopt Annual Budget and Appropriation Ordinance 20-01

STEPHEN PETERSON MOVED, ARY ANDERSON SECONDED, TO ADOPT THE ANNUAL BUDGET AND APPROPRIATION ORDINANCE, NO. 20-01, FOR THE FISCAL YEAR BEGINNING THE FIRST DAY OF JULY 2020 AND ENDING THE 30TH DAY OF JUNE 2021, IN THE AMOUNT OF \$462,232.00.

YAYS: ARY ANDERSON, LAURIE NIPPE, RUTH NOVOSAD, STEPHEN PETERSON, PATTI SALCH, STEPHANIE WALDEN, JODI SHERMAN

NAYS : NONE

ABSENT: NONE

THE MOTION CARRIED UNANIMOUSLY.

IX. Comments from Board Trustees

- A. Trustees gave positive feedback on the 2020 Summer Reading Program and asked how it went this year. Jeanne provided an overview of the turnout, what was offered, and how the public responded. The Letterboxing Program was received very well and enjoyed by families during this social-distancing time.
- B. GPPLD mentioned a few ideas of ways the Library could support the local schools during E-learning. Jeanne shared that the Library does have relationships with many of the school media specialists and have had some discussions with them on how the Library can support the schools.

X. Reminder

Next Board Meeting is September 16, 2020.

XI. Adjournment

President Sherman adjourned the meeting at 5:20 p.m.

Incident Report Summary for September 2020

2020-09-30 23:59:00
 2020-09-01 01:00:00
 30 days in month

Incident ID	Date/Time Submitted	Violation
4239	2020-09-04 13:50:52	Stolen Damaged Library Material
4240	2020-09-05 12:59:59	Inappropriate Behavior
4241	2020-09-09 13:36:02	Inappropriate Behavior
4242	2020-09-12 10:45:57	Inappropriate Behavior
4243	2020-09-20 12:43:41	Inappropriate Behavior
4244	2020-09-23 17:47:05	Inappropriate Behavior
4246	2020-09-26 13:59:20	Inappropriate Behavior

Suspension Report Summary for September 2020

2020-09-30 08:03:51am
2020-09-01 08:03:51am
31 days in month

Suspension ID	Date/Time Submitted	Violation
361	2020-09-30 00:00:00	CustomerSuspensionViolation
358	2020-09-20 00:00:00	InappropriateBehavior
360	2020-09-23 00:00:00	InappropriateBehavior

LIBRARY						
MAINTENANCE & OPERATING BUDGET						
FISCAL YEAR 2020-2022						
Account Number	Account Title	FY 20 Actual	FY 21 Budget	FY 22 Proposed	\$ Diff From FY 21 to FY 22	% Diff From FY 21 to FY 22
50110	Property Taxes	4,864,963	4,935,359	4,967,785	32,426	0.7%
53020	Replacement Tax	130,400	130,400	130,400	-	0.0%
53120	State Grants	95,763	95,700	95,700	-	0.0%
53370	From Golden Prairie PL Dist	402,655	400,000	402,000	2,000	0.5%
54490	Library Fees & Rentals	43,344	50,000	5,000	(45,000)	-90.0%
54720	Copies	2,963	3,500	3,000	(500)	-14.3%
56010	Interest from Investments	78,435	75,000	5,000	(70,000)	-93.3%
56020	Interest From Taxes	54	-	-	-	-----
57110	Sale of Property	349	-	-	-	-----
57310	Donations	22,335	24,000	10,000	(14,000)	-58.3%
57350	Other Private Grants	710	-	-	-	-----
57610	Cash Over/Short	(183)	-	-	-	-----
57990	Other Misc Income	40,632	45,000	24,211	(20,789)	-46.2%
	Fr Library Fund Balance	-	-	-	-	-----
	Fr Library Fixed Asset Fund	-	-	-	-	-----
	Fr Illinois Funds Fund Balance *			750,000	750,000	-----
	Total Revenues	5,682,421	5,758,959	6,393,096	634,137	11.0%
61100	Full Time Salaries	2,320,745	2,399,185	2,466,734	67,549	2.8%
61110	Part Time Salaries	418,914	483,694	465,048	(18,646)	-3.9%
61130	Seasonal Salaries	53,568	67,667	65,510	(2,157)	-3.2%
61150	Overtime Salaries	300	1,100	1,100	-	0.0%
61190	Other Salaries	22,000	-	-	-	-----
62101	Dental Insurance	10,494	11,000	11,064	64	0.6%
62102	Vision Insurance	2,913	3,000	3,024	24	0.8%
62104	Health Insurance PPO BC/BS	245,665	366,827	250,906	(115,921)	-31.6%
62106	Health Insurance HAMP HMO	36,085	16,000	33,053	17,053	106.6%
62110	Life Insurance	3,002	3,200	3,100	(100)	-3.1%
62116	HSA City Contribution	16,200	-	16,000	16,000	-----
62120	IMRF	357,049	239,918	246,673	6,755	2.8%
62130	FICA	170,659	182,933	185,832	2,899	1.6%
62140	Medicare	39,913	42,783	43,461	678	1.6%
62160	Worker's Comp	8,461	18,385	18,299	(86)	-0.5%
62190	Staff Uniforms	825	800	800	-	0.0%
62200	Health Facilities	400	-	-	-	-----
62210	Tuition Reimbursement	5,088	15,500	26,000	10,500	67.7%
62990	Other Benefits	64,546	25,000	20,000	(5,000)	-20.0%
70051	Architectural/Design Services *	-	-	750,000	750,000	-----
70420	Equipment Rental	21,610	25,000	20,000	(5,000)	-20.0%
70510	Building Maintenance	129,810	150,000	140,000	(10,000)	-6.7%
70520	Vehicle Maintenance	14,994	12,000	12,000	-	0.0%
70530	Office/Equipment Maintenance	157,903	195,000	190,000	(5,000)	-2.6%
70610	Advertising	53,724	50,000	50,000	-	0.0%
70611	Printing/Binding	27,570	18,000	20,000	2,000	11.1%
70630	Travel	328	1,000	500	(500)	-50.0%
70631	Membership Dues	3,921	4,000	5,500	1,500	37.5%
70632	Professional Development	19,807	10,000	10,000	-	0.0%
70690	Other Purchased Services	62,600	150,000	145,000	(5,000)	-3.3%
70714	Property Insurance	-	17,000	-	(17,000)	-100.0%
70715	Vehicle Insurance	-	5,000	-	(5,000)	-100.0%
70790	Other Insurance	28,892	6,500	35,000	28,500	438.5%
71010	Office Supplies	19,044	20,000	20,000	-	0.0%
71010-70000	Office Sups-COVID-19	1,926	-	-	-	-----
71013	Computer Supplies	75,807	90,000	80,000	(10,000)	-11.1%
71017	Postage	4,359	2,500	4,500	2,000	80.0%
71020	Library Supplies	55,175	85,000	80,000	(5,000)	-5.9%
71024	Janitorial Supplies	12,427	18,000	18,000	-	0.0%
71070	Fuel	4,192	5,500	6,000	500	9.1%
71080	Bldg & Maint Supplies	11,178	20,000	18,000	(2,000)	-10.0%
71310	Natural Gas	18,729	31,000	28,000	(3,000)	-9.7%
71320	Electricity	71,480	90,000	90,000	-	0.0%
71330	Water	6,977	9,000	9,000	-	0.0%
71340	Telecommunications	38,440	38,000	32,700	(5,300)	-13.9%
71410	Professional Collection	1,474	1,500	1,500	-	0.0%

Account Number	Account Title	FY 20 Actual	FY 21 Budget	FY 22 Proposed	\$ Diff From FY 21 to FY 22	% Diff From FY 21 to FY 22
71420	Periodicals	19,374	40,000	20,000	(20,000)	-50.0%
71430	Adult Books	153,160	143,000	157,500	14,500	10.1%
71440	Children's Books	112,909	118,500	123,400	4,900	4.1%
71470	A/V Materials	112,328	131,000	111,600	(19,400)	-14.8%
71480	Public Access Software	151,423	188,880	132,000	(56,880)	-30.1%
71490	Downloadables	145,258	154,700	179,950	25,250	16.3%
79120	Employee Relations	2,014	5,000	5,000	-	0.0%
79990	Other Misc. Expenses	7,373	10,000	10,000	-	0.0%
89237	To Library Equip Replacement	32,500	10,000	-	(10,000)	-100.0%
	To Capital Fund	37,805	26,887	31,342	4,455	16.6%
	Total Expenses	5,393,338	5,758,959	6,393,096	634,137	11.0%
	Total Revenues	5,682,421	5,758,959	6,393,096	634,137	11.0%
	Rev Over Exp (Surplus)	289,083	-	-	-	
	* These amounts are in anticipation of going forward with Library Expansion; this reflects transferring \$750,000 from the existing Capital Reserve Funds to be used for Architectural Services in FY 22					

LIBRARY						
FIXED ASSET BUDGET						
FISCAL YEAR 2020-2022						
					\$ Diff From	% Diff From
Account Number	Account Title	FY 20 Actual	FY 21 Budget	FY 22 Proposed	FY 21 to FY 22 Budget	FY 20 to FY 21 Budget
56010	Interest from Investments	22,033	10,600	5,000	(5,600)	-25.4%
57114	Sale of Equipment	-	-	-	-	
57310	Donations	-	-	-	-	
57350	Other Private Grants	-	-	-	-	
85231	From M & O	32,500	-	-	-	0.0%
	From Fund Balance	87,090	-	50,000	50,000	57.4%
	Total Revenues	141,623	10,600	55,000	44,400	31.4%
72110	Office Furniture	-	-	-	-	
72120	Office & Computer Equipment	92,817	10,600	10,000	(600)	-0.6%
72130	Licensed Vehicles	-	-	45,000	45,000	
72140	Equip Other Than Office	48,806	-	-	-	0.0%
72520	Buildings	-	-	-	-	
72620	Other Cap Improvements	-	-	-	-	
				-		
	Total Expenses	141,623	10,600	55,000	44,400	31.4%
	Total Revenues	141,623	10,600	55,000	44,400	31.4%
	Rev Over Exp (Surplus)	(0)	-	-	-	

**BLOOMINGTON PUBLIC LIBRARY
QUOTE COMPARISON FOR GOODS/SERVICES
AT A COST OF \$5,000.00 OR MORE
OPERATING BUDGET**

Department: Administration/IT/Marketing

Item (Including Detailed Description & Model Number, if applicable): A Content Management System (CMS) to manage web content (i.e. the BPL website)

1. **Vendor Name:** LibraryMarket

Vendor Remit Address: 225 S. Main St., Ste. 101, Jonesboro, AR 72401

Quote Amount for Year One: \$16,200

Approximate 4-year Cost (including year 1): \$19,800

2. **Vendor Name:** EBSCO Stacks

Vendor Remit Address: PO Box 204661, Dallas, TX 75320-4661

Quote Amount for Year One: \$7,900.00

Approximate 4-year Cost (including year 1): \$31,600

3. **Vendor Name:** Mavidea

Vendor Address: 14170 Carole Dr, Bloomington, IL 61705

Quote Amount for Year One: \$3,600-6,000 (minimum of a 2-year commitment)

Approximate 4-year Cost (including year 1): \$14,400-24,000

Recommendation (Include Justification): It is our recommendation to select LibraryMarket as the provider for content management and web site hosting for the BPL website.

- While we believe that the local vendor, Mavidea, is capable of producing professional websites, the example clients provided by Mavidea were reflective of small businesses which offer fairly static webpages. We concluded that the library's website is a much larger scope of work than is familiar to Mavidea. In reaching this conclusion, we considered the following:
 - We were told by Mavidea that it is their common practice to have the client send content change requests to Mavidea staff.
 - Mavidea staff then incorporate each change request – usually within 24 hours.
 - In the price quoted, Mavidea devotes up to 6 hours *per quarter* to making these changes.
 - While it is our intention that BPL staff will continue to make content changes to the BPL website, this further demonstrates that we are in search of a much different scope of work than Mavidea typically provides. Until mid-September, the library's full-time webmaster focused at least 19 hours *per week* to website updating, editing, and development.
- LibraryMarket and EBSCO Stacks both specialize in building Content Management Systems for Libraries, and both have developed widgets/components common to libraries for use within their products.
- LibraryMarket's 4-year cost (our estimated "life" of a website) is far lower than EBSCO Stacks.

The lower cost of the LibraryMarket product in conjunction with our very positive experience and current use of LibraryMarket's Event Calendar and Room Reservation software (both of which would be integrated into whichever website platform we select), lead us to recommend the LibraryMarket solution.

Screenshots of website examples from each vendor as well as supporting details from the LibraryMarket proposal are attached.

Prepared by: Jeanne Hamilton

Date: 10/08/20

Director Signature: Jeanne C. Hamilton

Date: 10/08/20

BENEFITS OF A LIBRARY MARKET WEBSITE

With our background in libraries, design, and development, Library Market knows that having a beautiful, functional website increases your capacity to serve your community. An effective website allows you to meet the changing needs of your patrons and staff, promote the excellent work you do, and serves as a portal for library users to access your resources. We prioritize ease-of-use for our clients, empowering your staff at all levels to easily manage the website, allowing the library to focus on content instead of web development.

If selected for this project, Library Market will develop a website for your library with specific goals in mind.

DESIGN

- Developed to be clean, modern, and user-friendly
- Themed around library's branding

PUBLIC WEBSITE

- Helps users find information quickly and easily with intuitive navigation tools
- Generates interest in library services and attractions

CONTENT MANAGEMENT

- Allows staff to quickly and easily edit and add information with custom content types and forms
- Uses intuitive blocks that make creating and customizing pages simple
- Provides granular access roles to allow multiple staff members various levels of editing permissions
- Founded on a robust database that allows administrator to easily search, sort, and filter site content

We know that libraries prioritize the needs of their communities. A Library Market website will allow you to highlight and promote your digital services to patrons. Our mission is to work with library clients to build a website that is attractive, functional, reflects the needs of the community, and allows the website to grow with the library.

OUR
OFFER



LibraryWebsite

design & development

\$15,000

Library Market will develop a new website that incorporates the library's brand and includes:

- Robust Content Management System
- Fully Responsive Design
- Website & Card Catalog Search
- Custom content types built for libraries
- WCAG 2.0 AA Accessibility Compliance

PROJECT FEES



WEBSITE - INITIAL DEVELOPMENT FEES

Description	Week #	Budget
■ Website Discovery	1-8	\$2,250
■ Website Design	5-10	\$2,875
■ Website Development	11-18	\$6,300
■ Website Delivery	17-20	\$3,575
■ TOTAL		\$15,000

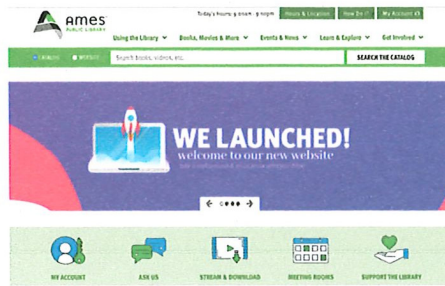
ONGOING COSTS

Description	Rate	Budget
■ Hosting & Maintenance	Annual	\$1,200
■ TOTAL		\$1,200

FIRST-YEAR TOTAL

\$16,200

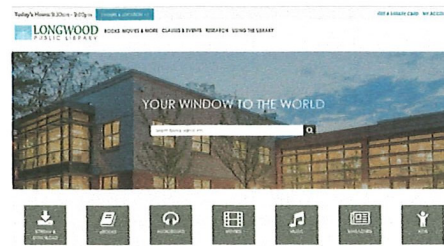
OUR WORK WEBSITES



Ames Public Library

Responsive Drupal website featuring custom calendar and room reservations.

<http://www.amespubliclibrary.org>



Longwood Public Library

Responsive Drupal website featuring custom calendar and room reservations.

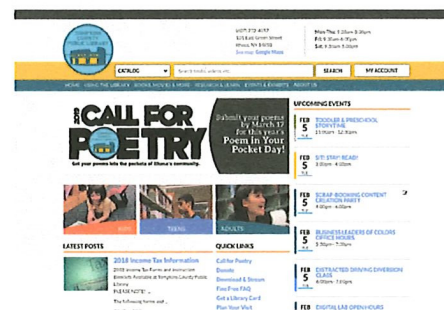
<https://www.longwoodlibrary.org>



Woodridge Public Library

Responsive Drupal website featuring custom calendar and room reservations.

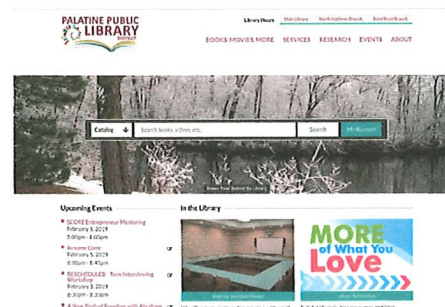
<http://woodridgelibrary.org>



Tompkins County Public Library

Responsive Drupal website for a library serving a vibrant maker community with a focus on STEM-based events.

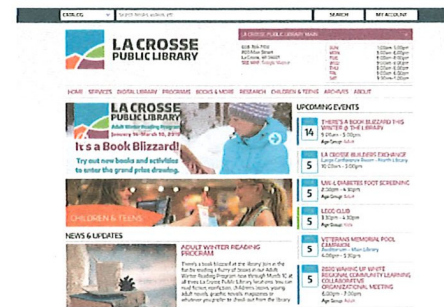
<https://www.tcpl.org>



Palatine Public Library District

Responsive Drupal website featuring custom calendar and room reservations.

<https://www.palatinelibrary.org>



La Crosse Public Library

Responsive Drupal website featuring custom calendar and room reservations.

<http://www.lacrosselibrary.org>







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EBSCO Stacks

