

BLOOMINGTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING

September 16, 2014

**5:00 p.m.**

Quiet Reading Room  
Bloomington Public Library

Agenda

- I. Call to Order
- II. Roll Call
- III. Introductions/Public Comment
- IV. Approval of Minutes
  - A. August 19, 2014
- V. President's Report
- VI. Director's Report
- VII. Fiscal Report
- VIII. Approval of Bills
- IX. Committee Reports and Discussion
  - A. Budget & Personnel
    - 1. Consideration of modifications to Director evaluation form and/or process
  - B. Planning, Policies & Programs (3 P's) (Chair's Report attached)
    - 1. Recommend Approval of Selection of a Facilitator for a Future Retreat
    - 2. Recommend Appointment of Trustee Representatives to the Joint Task Force
    - 3. Discussion of Library Expansion
- X. Unfinished Business
- XI. New Business
  - A. Approve Recommendation to Foundation to Fund Staff Appreciation Day
- XII. Adjournment

Posted: 9/11/14 5:00 p.m.

BLOOMINGTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING

August 19, 2014

4:30 p.m.

Quiet Reading Room

Bloomington Public Library

Minutes

- I. Call to Order  
President Jaggi called the meeting to order at 4:31 p.m.
- II. Roll Call  
MEMBERS PRESENT: Peggy Burton, Brittany Cornell, Emily Kelahan, Susan O'Rourke, Cathy Pratt, Whitney Thomas (arrived at 4:48), Bill Wetzel, Narendra Jaggi  
  
MEMBERS ABSENT: Monica Brigham  
  
OTHERS PRESENT: Georgia Bouda, Adrienne Ives, Kathy Jeakins, Patricia Marton, Maria Nagle, Vasudha Pinnamaraj, Caprice Prochnow, Gayle Tucker
- III. Introductions/Public Comment  
President Jaggi acknowledged the visitors and asked if anyone wished to make a statement. Patricia Marton shared that she recently joined the Public Safety Work Group that is part of the "Bring It On Bloomington" project. She went on to say that she made a proposal to develop a plan to help increase safety and respect for older people in public facilities. Patricia shared that she had had an unsettling experience in the Quiet Reading Room in the past, but the current situation with this room is much better, and she hopes that it continues.
- IV. Approval of Minutes  
A. July 15, 2014  
PEGGY BURTON MOVED, BILL WETZEL SECONDED, TO APPROVE THE MINUTES FROM THE JULY 15, 2014 MEETING. THE MOTION CARRIED UNANIMOUSLY.
- V. President's Report  
President Jaggi reported that the Committees have been very busy and have a number of items to recommend for approval. President Jaggi shared that Vasudha Pinnamaraj will be presenting the City's Comprehensive Plan to the Board at the end of the meeting and will need about thirty minutes for this.
- VI. Director's Report  
Director Bouda shared that the check was received from the DCEO grant for the boiler project. The amount received was \$37,200 which is more than the \$31,500 that had been originally anticipated.

Director Bouda said that Jeff Smith had inquired about a group email for the Board members, and he was advised that the 3 P's Committee is currently discussing this. Director Bouda shared the statistics that she had gathered to compare our Annual Report numbers with other libraries. She went on to say that our "cost per circulation" at \$3.69 is very good in comparison to the other libraries.

VII. Fiscal Report

Kathy Jeakins stated that at the end of the first quarter we should be at the 25% mark. She entertained questions.

VIII. Approval of Bills

EMILY KELAHAAN MOVED, PEGGY BURTON SECONDED, TO APPROVE THE BILLS LIST FROM JULY 2014. THE MOTION CARRIED.

IX. Committee Reports

A. Budget & Personnel

1. Recommend Approval of FY16 Project Next Generation Budget

Chair Bill Wetzel shared that the committee recommends approval of the FY16 Project Next Generation Budget. This is a very good program that introduces teens to technology.

Director Bouda shared that this week's program was "Sketch Up" which allows the teens to draw something, then create it on the 3D printer. She went on to say that the State has increased the amount that you can request, and we are currently getting the maximum of \$15,000.

BILL WETZEL MOVED, NO SECOND NEEDED, TO APPROVE THE FY16 PROJECT NEXT GENERATION BUDGET.

AYES: PEGGY BURTON, BRITTANY CORNELL, EMILY KELAHAAN, SUSAN O'ROURKE, CATHY PRATT, WHITNEY THOMAS, BILL WETZEL, NARENDRA JAGGI

NAYES: NONE

ABSENT: MONICA BRIGHAM, WHITNEY THOMAS

THE MOTION CARRIED UNANIMOUSLY.

Whitney Thomas arrived at 4:48 p.m.

2. Recommend Approval of FY16 Fixed Asset Budget

Chair Bill Wetzel said the Committee recommends approval of the FY16 Fixed Asset Budget as proposed.

Kathy Jeakins shared that any time a purchase of equipment or a vehicle costs more than \$5,000 it is paid for from the Fixed Asset Fund. She went on to say that in the Maintenance & Operating Budget there is a line item "To Library Equip Replacement" that is transferred to the Fixed Asset Fund during the fiscal year. Kathy shared that there is a formula that computes how much needs to be saved in future years to have those funds available to replace each item.

BILL WETZEL MOVED, NO SECOND NEEDED, TO APPROVE THE FY16 FIXED ASSET BUDGET.

AYES: PEGGY BURTON, BRITTANY CORNELL, EMILY KELAHAAN, SUSAN O'ROURKE, CATHY PRATT, WHITNEY THOMAS, BILL WETZEL, NARENDRA JAGGI

NAYES: NONE

ABSENT: MONICA BRIGHAM

THE MOTION CARRIED UNANIMOUSLY.

3. Recommend Approval of FY16 Operating & Maintenance Budget  
Chair Bill Wetzel stated this budget reflects projected revenues and expenditures for FY16. The budget does not request an increase in the tax levy. The amount requested is the same as last year. The Committee recommends approval.

BILL WETZEL MOVED, NO SECOND NEEDED, TO APPROVE THE FY16 OPERATING & MAINTENANCE BUDGET.

AYES: PEGGY BURTON, BRITTANY CORNELL, EMILY KELAHAN, SUSAN O'ROURKE, CATHY PRATT, WHITNEY THOMAS, BILL WETZEL, NARENDRA JAGGI

NAYES: NONE

ABSENT: MONICA BRIGHAM

THE MOTION CARRIED UNANIMOUSLY.

4. Report on Environmental Scan and Library Budget  
Director Bouda shared the Per Capita Grant requirements with the Board members as follows: All members of the Library Board must analyze the library's current budget to determine whether revenues and expenditures are sufficient. Based on information gleaned from the analysis and the library's FY2014 Environmental Scan, describe the library's fiscal climate and needs for serving the community. Bill Wetzel reported that the Environmental Scan along with the budgets were reviewed. There was some discussion in regards to the Capital Fund in regards to expansion and the cost per circulation. All in all, the Library is a very solid operation.

B. Planning, Policies & Programs (3 P's) (Chair's Report Attached)

1. Recommend Approval of Amended Materials Selection and Collection Development Policy

Emily Kelahan shared that there were no substantial changes to the Materials Selection and Collection Development Policy. The changes were mostly language cleanup, such as donated items now go the Book Shoppe for sale instead of the Friends.

EMILY KELAHAN MOVED, NO SECOND NEEDED, TO APPROVE THE AMENDED MATERIALS SELECTION AND COLLECTION DEVELOPMENT POLICY. THE MOTION CARRIED UNANIMOUSLY.

2. Recommend Approval of Changing Board Meeting Time to 5:00 p.m.  
Emily Kelahan shared that there had been some concern with the meeting time being inconvenient for the professionals on the Board as well as the public that may want to attend. She went on to say, that after some discussion, the Committee members decided that a 5:00 p.m. meeting time would be more accommodating to both trustees and any public that may wish to attend.

EMILY KELAHAAN MOVED, NO SECOND NEEDED, TO APPROVE CHANGING THE BOARD MEETING TIME TO 5:00 P.M. THE MOTION CARRIED UNANIMOUSLY.

3. Recommend Approval of Addition of Permanent Agenda Item: Future Agendas/Comments from Board Members  
Emily Kelahan shared that it was suggested by some Board members to add a permanent Agenda item that facilitates comments and suggestions for future Agenda items from Board members.

EMILY KELAHAAN MOVED, NO SECOND NEEDED TO APPROVE THE ADDITION OF PERMANENT AGENDA ITEM: FUTURE AGENDAS/COMMENTS FROM BOARD MEMBERS. THE MOTION CARRIED UNANIMOUSLY.

X. Unfinished Business

A. Approval of Plans for DCEO Grant 13-203048

Narendra Jaggi shared that the concept of the plans for the DCEO Grant #13-203048 was approved last year. He went on to say, that the first installment of \$12,500 of the \$50,000 has been released and now the architect plans are complete for the Staff Meeting Room.

Director Bouda shared that the cost of the construction for the Staff Meeting Room should be around \$10,000, and an invitation to submit a quote will be sent to a list of contractors. She went on to say, that the balance of the grant money will go towards adding a sorter to the outside drop which will improve work flow.

CATHY PRATT MOVED, BILL WETZEL SECONDED, TO APPROVE PLANS FOR DCEO GRANT 13-203048. THE MOTION CARRIED UNANIMOUSLY.

XI. New Business

A. Approve Surplus List

Narendra Jaggi shared that any item that cost more than \$1,000 when purchased needs the approval of the Board when the Library wishes to surplus it. He went on to say that the surplus list shows whether the item is at the end of its useful life or beyond repair.

SUSAN O'ROURKE MOVED, EMILY KELAHAAN SECONDED, TO APPROVE THE SURPLUS LIST. THE MOTION CARRIED UNANIMOUSLY.

B. Waive Three-Quote Requirement for Renewal of Mango Languages Software Database

EMILY KELAHAAN MOVED, CATHY PRATT SECONDED, TO APPROVE WAIVING THE THREE-QUOTE REQUIREMENT FOR RENEWAL OF MANGO LANGUAGES SOFTWARE DATABASE IN THE AMOUNT OF \$7,697.71.

AYES: PEGGY BURTON, BRITTANY CORNELL, EMILY KELAHAAN, SUSAN O'ROURKE, CATHY PRATT, WHITNEY THOMAS, BILL WETZEL, NARENDRA JAGGI

NAYES: NONE

ABSENT: MONICA BRIGHAM

THE MOTION CARRIED UNANIMOUSLY.

- C. Presentation on City Comprehensive Plan – Vasudha Pinnamaraj  
Vasudha Pinnamaraj introduced herself and shared that she has been the Executive Director of the McLean County Regional Planning Commission for one year with many years of experience in other positions. Vasudha gave a 45 minute Power Point presentation on the “Bring It On Bloomington” comprehensive plan of the city and entertained questions.

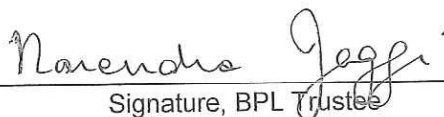
- XII. Adjournment  
President Jaggi adjourned the meeting at 6:02 p.m.

2014.08

# APPROVAL OF BILLS

## BILLS LIST

Approved by BPL Board of Trustees, August 19, 2014

  
Signature, BPL Trustee

| Vendor                            | Line Item                 | Amount    |
|-----------------------------------|---------------------------|-----------|
| A-1 Locksmiths & Security, Ltd.   | Other Purchased Services  | 75.00     |
| American Pest Control             | Building Maintenance      | 191.00    |
| Automatic Fire Sprinkler, LLC     | Building Maintenance      | 450.00    |
| Bibliotheca, LLC                  | Computer Supplies         | 6,326.97  |
| Bibliotheca, LLC                  | Library Supplies          | 14,488.12 |
| Bibliotheca, LLC                  | Office/Equipment Mtn      | 6,793.30  |
| Blue Beacon International, Inc.   | Vehicle Maintenance       | 47.00     |
| Bound to Stay Bound Books         | Juvenile Books            | 14.09     |
| CDW Government                    | Computer Supplies         | 161.64    |
| Cengage Learning                  | Adult Books               | 410.72    |
| Center Point Large Print          | Adult Books               | 563.22    |
| CIRBN                             | Telecommunications        | 466.56    |
| City of Bloomington               | Dental Insurance          | 763.96    |
| City of Bloomington               | FICA                      | 10,977.35 |
| City of Bloomington               | Fuel                      | 1,242.45  |
| City of Bloomington               | Health Insurance-HMO      | 7,581.85  |
| City of Bloomington               | Health Insurance-PPO      | 14,692.56 |
| City of Bloomington               | IMRF                      | 16,526.20 |
| City of Bloomington               | Life Insurance            | 225.54    |
| City of Bloomington               | Medicare                  | 1,163.93  |
| City of Bloomington               | Payroll                   | 92,444.71 |
| City of Bloomington               | Vision Insurance          | 191.52    |
| City of Bloomington               | Water                     | 527.08    |
| Comcast                           | Telecommunications        | 99.85     |
| Cummins Mid-State                 | Vehicle Maintenance       | 561.05    |
| Cumulus Broadcasting              | Advertising               | 933.92    |
| Dell Marketing, L.P.              | Computer Supplies         | 1,720.08  |
| Downtown Bloomington Association  | Advertising               | 50.00     |
| Emery, Thomas (History in Print)  | Adult Books               | 28.92     |
| Evergreen FS, Inc.                | Other Property Mtn        | 70.00     |
| Farnsworth Group                  | Other Purchased Services  | 1,048.50  |
| Findaway World, LLC               | A/V Materials             | 1,198.52  |
| Frontier                          | Telecommunications        | 1,950.57  |
| Geneva Public Library             | Miscellaneous Expenses    | 6.99      |
| HOH Water Technology              | Building Mtn Supplies     | 371.87    |
| Illinois Heartland Library System | Office/Equipment Mtn      | 21,327.00 |
| Imaging Office Systems, Inc.      | Office/Computer Equipment | 19,990.00 |
| Kelly's Bakery & Café             | Other Purchased Services  | 25.00     |
| Kone, Inc.                        | Building Maintenance      | 400.00    |

Longo, Colleen  
 Mid Illinois Mechanical Services, Inc.  
 Midwest Mailing & Shipping Systems, Inc.  
 Midwest Tape  
 Miller Janitorial Supply  
 Moreland, Deb (Furry Friends)  
 Multicultural Books & Videos  
 Newsbank, Inc.  
 Nu Air Corp.  
 Oberlander Communications  
 Office of the State Fire Marshall  
 Officemax  
 Officemax  
 Officemax  
 Officemax  
 Penworthy  
 Pipeworks, Inc.  
 Rainbow Book Co.  
 Random House, LLC  
 Ricoh, USA, Inc.  
 Swank Motion Pictures (Movie Licensing USA)  
 Taylor, Pamela (SeaStar Aquascapes)  
 ThyssenKrupp Elevator Corp.  
 Unique Management Services, Inc.  
 Vernon Library Supplies, Inc.  
 VISA - ABC Stores  
 VISA - Advance Commercial Floor Covering  
 VISA - Amazon.com  
 VISA - Amazon.com  
 VISA - Amazon.com  
 VISA - American Library Association  
 VISA - Baker & Taylor Books  
 VISA - Baker & Taylor Books  
 VISA - Baker & Taylor Books  
 VISA - Baker & Taylor Books  
 VISA - Beck's Family Florist  
 VISA - Best Buy  
 VISA - Bill's Key & Lock Shop  
 VISA - ChiliFresh.com  
 VISA - CVS Pharmacy  
 VISA - Five Star Water  
 VISA - Flat Breadz  
 VISA - GameStop  
 VISA - Harrah's Guy Fieri's  
 VISA - Henderson Taxi  
 VISA - Hobby Lobby  
 VISA - InfoGroup City Directories  
 VISA - Ingram  
 VISA - Johnson Controls  
 VISA - Kirby Risk Electrical Supplies  
 VISA - K-Mart  
 VISA - Law Bulletin  
 VISA - Marriott Hotel  
 VISA - Office Depot  
 VISA - Officemax

|                            |           |
|----------------------------|-----------|
| Other Purchased Services   | 100.00    |
| Building Maintenance       | 1,508.00  |
| Office Supplies            | 109.85    |
| A/V Materials              | 3,166.99  |
| Janitorial Supplies        | 896.78    |
| Other Purchased Services   | 350.00    |
| A/V Materials              | 270.46    |
| Public Access Software     | 13,869.00 |
| Building Mtn Supplies      | 157.42    |
| Telecommunications         | 172.50    |
| Building Maintenance       | 275.00    |
| Computer Supplies          | 302.02    |
| Copier Supplies            | 422.38    |
| Employee Relations         | 47.64     |
| Office Supplies            | 157.58    |
| Juvenile Books             | 3,024.30  |
| Other Capital Improvements | 10,226.00 |
| Juvenile Books             | 582.28    |
| A/V Materials              | 210.00    |
| Rentals                    | 2,132.80  |
| Other Purchased Services   | 720.00    |
| Other Purchased Services   | 100.00    |
| Building Maintenance       | 28.09     |
| Other Purchased Services   | 492.25    |
| Library Supplies           | 1,296.76  |
| Travel                     | 17.33     |
| Building Mtn Supplies      | 1,495.00  |
| A/V Materials              | 580.02    |
| Juvenile Books             | 14.24     |
| Office Supplies            | 306.15    |
| Membership Dues            | 198.00    |
| A/V Materials              | 9,394.77  |
| Adult Books                | 9,665.67  |
| Juvenile Books             | 11,150.06 |
| Other Purchased Services   | 148.51    |
| Employee Relations         | 39.95     |
| Other Purchased Services   | 60.00     |
| Building Mtn Supplies      | 10.20     |
| Office/Equipment Mtn       | 1,200.00  |
| Office Supplies            | 4.30      |
| Miscellaneous Expenses     | 32.72     |
| Travel                     | 14.03     |
| A/V Materials              | 214.43    |
| Travel                     | 24.00     |
| Travel                     | 18.24     |
| Other Purchased Services   | 44.89     |
| Adult Books                | 935.00    |
| Adult Books                | 171.86    |
| Building Maintenance       | 614.00    |
| Building Mtn Supplies      | 1,041.90  |
| Office Supplies            | 30.96     |
| Adult Books                | 75.93     |
| Travel                     | 757.12    |
| Copier Supplies            | 355.10    |
| Other Purchased Services   | 47.94     |

VISA - Oriental Trading Co., Inc.  
 VISA - Paetec Communications  
 VISA - Paypal\*Illinois Chamber of Commerce  
 VISA - PrizeWheel.com  
 VISA - Rainstorm  
 VISA - Riviera Hotel  
 VISA - Sprint  
 VISA - Staples  
 VISA - Taxi Cab Service  
 VISA - US Postage Service  
 VISA - Verizon Wireless  
 VISA - Wal-Mart  
 VISA - Wal-Mart

Total

|                          |        |
|--------------------------|--------|
| Other Purchased Services | 203.64 |
| Telecommunications       | 736.30 |
| Professional Development | 358.00 |
| Other Purchased Services | 496.05 |
| Vehicle Maintenance      | 7.74   |
| Travel                   | 161.40 |
| Telecommunications       | 373.24 |
| Library Supplies         | 72.13  |
| Travel                   | 18.72  |
| Postage                  | 51.06  |
| Telecommunications       | 49.36  |
| Library Supplies         | 17.54  |
| Other Purchased Services | 625.97 |

308,558.61

| LIBRARY                        |                         |                     |                     |                     |                     |                     |                     |                     |                     |                       |
|--------------------------------|-------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|
| PROJECT NEXT GENERATION BUDGET |                         |                     |                     |                     |                     |                     |                     |                     |                     |                       |
| FISCAL YEAR 2015 - 2016        |                         |                     |                     |                     |                     |                     |                     |                     |                     |                       |
|                                |                         |                     |                     |                     |                     |                     |                     |                     |                     |                       |
|                                |                         |                     |                     |                     |                     |                     |                     |                     |                     |                       |
|                                |                         |                     |                     |                     |                     |                     |                     |                     |                     |                       |
| ACCOUNT<br>NUMBER              | ACCOUNT<br>NAME         | 2007-2008<br>ACTUAL | 2008-2009<br>ACTUAL | 2009-2010<br>ACTUAL | 2010-2011<br>ACTUAL | 2011-2012<br>ACTUAL | 2012-2013<br>ACTUAL | 2013-2014<br>ACTUAL | 2014-2015<br>BUDGET | 2015-2016<br>PROPOSED |
|                                | REVENUES                |                     |                     |                     |                     |                     |                     |                     |                     |                       |
| 53120                          | STATE GRANTS            | \$ 11,500           | \$ 12,000           | \$ 12,500           | \$ 12,500           | \$ 12,500           | \$ 12,500           | \$ 12,500           | \$ 12,500           | \$ 15,000             |
| 57990                          | OTHER MISC. INCOME      | \$ -                | \$ -                | \$ 163              | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
|                                | TOTAL REVENUE           | \$ 11,500           | \$ 12,000           | \$ 12,663           | \$ 12,500           | \$ 12,500           | \$ 12,500           | \$ 12,500           | \$ 12,500           | \$ 15,000             |
|                                | EXPENSES                |                     |                     |                     |                     |                     |                     |                     |                     |                       |
| 61100                          | SALARIES-FULL TIME      | \$ -                | \$ -                | \$ 1,432            | \$ 4,270            | \$ 4,877            | \$ 4,000            | \$ 4,000            | \$ 4,000            | \$ 6,000              |
| 61110                          | SALARIES-PART TIME      | \$ 3,978            | \$ 3,513            | \$ 10,503           | \$ 4,343            | \$ 4,380            | \$ 3,000            | \$ 3,000            | \$ 3,000            | \$ 3,000              |
| 61130                          | SALARIES-SEASONAL       | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
| 62101                          | DENTAL INSURANCE        | \$ -                | \$ -                | \$ -                | \$ 16               | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
| 62102                          | VISION INSURANCE        | \$ -                | \$ -                | \$ -                | \$ 4                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
| 62103                          | HEALTH INS - OSF HMO    | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
| 62106                          | HEALTH INS - PPO        | \$ -                | \$ -                | \$ -                | \$ 394              | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
| 62120                          | IMRF                    | \$ -                | \$ -                | \$ -                | \$ 385              | \$ -                | \$ 400              | \$ -                | \$ 400              | \$ 500                |
| 62130                          | FICA                    | \$ -                | \$ -                | \$ -                | \$ 493              | \$ 708              | \$ 400              | \$ 716              | \$ 400              | \$ 500                |
| 62160                          | WORKERS COMP            | \$ -                | \$ -                | \$ -                | \$ -                | \$ 79               | \$ -                | \$ 84               | \$ -                | \$ -                  |
| 70530                          | REP MTC OFFIC EQUIP     | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
| 70740                          | PRINTING/BINDING        | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
| 70770                          | TRAVEL                  | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ 51               | \$ -                | \$ 50                 |
| 70780                          | REG. & MEMB. DUES       | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
| 70990                          | OTHER PURCHASED SRV     | \$ 7,522            | \$ 8,487            | \$ 565              | \$ -                | \$ 2,456            | \$ 356              | \$ 30               | \$ 500              | \$ -                  |
| 71010                          | OFFICE SUPPLIES         | \$ -                | \$ -                | \$ -                | \$ 2,595            | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
| 71013                          | COMPUTER SUPPLIES       | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ 1,289            | \$ 7,673            | \$ 4,200            | \$ 4,950              |
| 71020                          | LIBRARY SUPPLIES        | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
| 71030                          | POSTAGE                 | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
| 72120                          | COMPUTER EQUIPMENT      | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                | \$ -                  |
|                                | TOTAL EXPENSE           | \$ 11,500           | \$ 12,000           | \$ 12,500           | \$ 12,500           | \$ 12,500           | \$ 9,446            | \$ 15,554           | \$ 12,500           | \$ 15,000             |
|                                | NET REVENUE/(EXPENSE)   | \$ (0)              | \$ -                | \$ 163              | \$ -                | \$ -                | \$ 3,054            | \$ (3,054)          | \$ -                | \$ -                  |
|                                | % OF REVENUE TO EXPENSE | 100.00%             | 100.00%             | 101.30%             | 100.00%             | 100.00%             | 132.34%             | 80.37%              | 100.00%             | 100.00%               |

IX. A. 1.

| LIBRARY                 |                                |                   |                   |                   |                   |                    |                   |                   |                     |                    |  |  |  |
|-------------------------|--------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|-------------------|---------------------|--------------------|--|--|--|
| FIXED ASSET BUDGET      |                                |                   |                   |                   |                   |                    |                   |                   |                     |                    |  |  |  |
| FISCAL YEAR 2015 - 2016 |                                |                   |                   |                   |                   |                    |                   |                   |                     |                    |  |  |  |
| ACCOUNT NUMBER          | ACCOUNT NAME                   | 2007-2008 ACTUAL  | 2008-2009 ACTUAL  | 2009-2010 ACTUAL  | 2010-2011 ACTUAL  | 2011-2012 ACTUAL   | 2012-2013 ACTUAL  | 2013-2014 ACTUAL  | 2014-2015 BUDGET    | 2015-2016 PROPOSED |  |  |  |
|                         | <b>REVENUES</b>                |                   |                   |                   |                   |                    |                   |                   |                     |                    |  |  |  |
| 56010                   | INTEREST ON INVESTMENTS        | \$ -              | \$ 1,464          | \$ -              | \$ -              | \$ 300             | \$ 557            | \$ 300            | \$ 600              | \$ 200             |  |  |  |
| 57310                   | DONATIONS                      | \$ -              | \$ 10,521         | \$ -              | \$ -              | \$ -               | \$ -              | \$ -              | \$ -                | \$ -               |  |  |  |
| 81160                   | FROM LIBRARY M & O FUND        | \$ 369,700        | \$ 245,456        | \$ 229,041        | \$ 140,174        | \$ 115,301         | \$ 181,199        | \$ 170,768        | \$ 195,000          | \$ 156,604         |  |  |  |
|                         | <b>TOTAL REVENUE</b>           | <b>\$ 369,700</b> | <b>\$ 257,441</b> | <b>\$ 229,041</b> | <b>\$ 140,174</b> | <b>\$ 115,601</b>  | <b>\$ 181,756</b> | <b>\$ 171,068</b> | <b>\$ 195,600</b>   | <b>\$ 156,804</b>  |  |  |  |
|                         | <b>EXPENSES</b>                |                   |                   |                   |                   |                    |                   |                   |                     |                    |  |  |  |
| 72110                   | OFFICE FURNITURE               | \$ 5,051          | \$ 3,032          | \$ 9,882          | \$ -              | \$ -               | \$ -              | \$ -              | \$ -                | \$ -               |  |  |  |
| 72120                   | OFFICE & COMPUTER EQUIPMENT    | \$ 151,429        | \$ 103,862        | \$ 136,380        | \$ 140,174        | \$ 140,000         | \$ 9,328          | \$ 9,085          | \$ 108,050          | \$ 72,721          |  |  |  |
| 72130                   | LICENSED VEHICLES              | \$ -              | \$ -              | \$ 19,707         | \$ -              | \$ -               | \$ -              | \$ -              | \$ 200,000          | \$ -               |  |  |  |
| 72140                   | CAPITAL OUTLAY-NON OFFICE      | \$ -              | \$ 2,690          | \$ -              | \$ -              | \$ -               | \$ -              | \$ -              | \$ -                | \$ -               |  |  |  |
|                         | TO LIB M & O FUND              | \$ -              | \$ -              | \$ -              | \$ -              | \$ 50,000          | \$ 80,000         | \$ -              | \$ -                | \$ -               |  |  |  |
|                         | <b>TOTAL EXPENSE</b>           | <b>\$ 156,480</b> | <b>\$ 109,584</b> | <b>\$ 165,969</b> | <b>\$ 140,174</b> | <b>\$ 190,000</b>  | <b>\$ 89,328</b>  | <b>\$ 9,085</b>   | <b>\$ 308,050</b>   | <b>\$ 72,721</b>   |  |  |  |
|                         | <b>NET REVENUE/(EXPENSE)</b>   | <b>\$ 213,220</b> | <b>\$ 147,857</b> | <b>\$ 63,072</b>  | <b>\$ -</b>       | <b>\$ (74,399)</b> | <b>\$ 92,428</b>  | <b>\$ 161,983</b> | <b>\$ (112,450)</b> | <b>\$ 84,083</b>   |  |  |  |
|                         | <b>% OF REVENUE TO EXPENSE</b> | <b>236.26%</b>    | <b>234.93%</b>    | <b>138.00%</b>    | <b>100.00%</b>    | <b>60.84%</b>      | <b>203.47%</b>    | <b>1882.97%</b>   | <b>63.50%</b>       | <b>215.62%</b>     |  |  |  |

IX.A.2.

## LIBRARY MAINTENANCE &amp; OPERATING BUDGET -- FY 16

## Proposed

| Account Number | Account Title                | FY 13 Actual | FY 14 Actual | FY 15 Budget | FY 16 Proposed Last Yr | FY 16 Proposed This Yr | \$ Diff FY16-FY15 | % Diff FY16-FY15 |
|----------------|------------------------------|--------------|--------------|--------------|------------------------|------------------------|-------------------|------------------|
| 50110          | Property Taxes               | 4,512,534.79 | 4,508,035    | 4,546,710    | 4,660,378              | 4,546,710              | -                 | 0.0%             |
| 53020          | Replacement Tax              | 130,400.00   | 130,400      | 130,400      | 130,400                | 130,400                | -                 | 0.0%             |
| 53120          | State Grants                 | -            | 78,728       | 78,000       | 78,000                 | 95,000                 | 17,000            | 21.8%            |
| 53370          | From Golden Prairie PL Dist  | 364,807.67   | 363,928      | 375,000      | 375,000                | 370,000                | (5,000)           | -1.3%            |
| 54490          | Library Fees & Rentals       | 76,564.22    | 84,468       | 75,000       | 75,000                 | 80,000                 | 5,000             | 6.7%             |
| 54720          | Copies                       | 4,202.45     | 4,008        | 3,600        | 3,600                  | 3,800                  | 200               | 5.6%             |
| 56010          | Int from Investments         | 4,011.30     | 665          | 4,000        | 4,000                  | 1,000                  | (3,000)           | -75.0%           |
| 56020          | Int from Taxes               | 64.66        | 52           | -            | -                      | -                      | -                 | ----             |
| 57110          | Sale of Property             | 1,670.00     | 842          | 1,000        | 1,000                  | 1,000                  | -                 | 0.0%             |
| 57310          | Donations                    | 18,195.89    | 20,880       | 19,500       | 20,000                 | 20,000                 | 500               | 2.6%             |
| 57350          | Other Private Grants         | 820.95       | 1,000        | -            | -                      | -                      | -                 | ----             |
| 57610          | Cash Over/Short              | (115.51)     | (449)        | -            | -                      | -                      | -                 | ----             |
| 57990          | Other Misc Income            | 33,304.85    | 41,258       | 20,000       | 20,000                 | 30,000                 | 10,000            | 50.0%            |
|                | Fr Library Fund Balance      | 53,030.00    | -            | -            | -                      | -                      | -                 | ----             |
|                | Fr Library Fixed Asset Fund  | 80,000.00    | -            | -            | -                      | -                      | -                 | ----             |
|                | Total Revenues               | 5,279,491.27 | 5,233,815    | 5,253,210    | 5,367,378              | 5,277,910              | 24,700            | 0.5%             |
| 61100          | Full Time Salaries           | 1,768,935.57 | 1,860,952    | 2,000,510    | 2,050,523              | 2,015,233              | 14,723            | 0.7%             |
| 61110          | Part Time Salaries           | 373,618.38   | 366,810      | 384,836      | 394,457                | 453,600                | 68,764            | 17.9%            |
| 61130          | Seasonal Salaries            | 36,973.72    | 35,564       | 34,648       | 35,514                 | 35,586                 | 938               | 2.7%             |
| 61150          | Overtime Salaries            | 1,100.00     | -            | 1,100        | 1,100                  | 1,100                  | -                 | 0.0%             |
| 61190          | Other Salaries               | 31,981.97    | 4,971        | -            | -                      | -                      | -                 | ----             |
| 62101          | Dental Insurance             | 10,156.14    | 9,919        | 11,160       | 11,439                 | 11,273                 | 113               | 1.0%             |
| 62102          | Vision Insurance             | 2,336.08     | 2,371        | 2,630        | 2,696                  | 2,894                  | 264               | 10.0%            |
| 62104          | Health Insurance PPO BC/BS   | 208,524.99   | 203,402      | 232,172      | 255,389                | 210,104                | (22,068)          | -9.5%            |
| 62106          | Health Insurance HAMP HMO    | 76,469.78    | 96,093       | 99,565       | 109,522                | 118,062                | 18,497            | 18.6%            |
| 62110          | Life Insurance               | 3,069.63     | 2,832        | 4,000        | 4,100                  | 3,097                  | (903)             | -22.6%           |
| 62120          | IMRF                         | 277,819.88   | 300,828      | 297,676      | 300,000                | 299,867                | 2,191             | 0.7%             |
| 62130          | FICA                         | 126,771.98   | 136,156      | 150,040      | 150,000                | 162,368                | 12,328            | 8.2%             |
| 62140          | Medicare                     | 29,741.85    | 32,011       | 35,090       | 35,967                 | 36,315                 | 1,225             | 3.5%             |
| 62150          | Unemployment Ins             | -            | 1,323        | -            | -                      | -                      | -                 | ----             |
| 62160          | Worker's Comp                | 20,522.00    | 8,991        | 22,211       | 20,000                 | 37,675                 | 15,464            | 69.6%            |
| 62190          | Staff Uniforms               | 461.41       | 194          | 600          | 600                    | 600                    | -                 | 0.0%             |
| 62210          | Tuition Reimbursement        | -            | 7,512        | 30,000       | 30,000                 | 30,000                 | -                 | 0.0%             |
| 62990          | Other Benefits               | -            | -            | 20,000       | 20,000                 | -                      | (20,000)          | -100.0%          |
| 70420          | Equipment Rental             | 17,983.85    | 18,849       | 20,000       | 22,000                 | 22,000                 | 2,000             | 10.0%            |
| 70510          | Building Maintenance         | 78,579.65    | 84,237       | 125,000      | 135,000                | 135,000                | 10,000            | 8.0%             |
| 70520          | Vehicle Maintenance          | 3,953.36     | 3,959        | 10,000       | 10,000                 | 5,000                  | (5,000)           | -50.0%           |
| 70530          | Office/Equipment Maintenance | 104,397.26   | 146,407      | 158,000      | 163,000                | 165,000                | 7,000             | 4.4%             |
| 70590          | Other Property Maintenance   | 23,193.17    | 1,462        | 25,000       | 25,000                 | 25,000                 | -                 | 0.0%             |
| 70610          | Advertising                  | 12,067.48    | 22,075       | 18,000       | 20,000                 | 19,000                 | 1,000             | 5.6%             |
| 70611          | Printing/Binding             | 22,303.18    | 14,678       | 18,000       | 18,000                 | 19,000                 | 1,000             | 5.6%             |
| 70630          | Travel                       | 4,142.96     | 4,997        | 6,000        | 7,000                  | 6,000                  | -                 | 0.0%             |
| 70631          | Membership Dues              | 4,524.46     | 4,945        | 5,000        | 5,000                  | 5,000                  | -                 | 0.0%             |
| 70632          | Professional Development     | 5,617.01     | 5,741        | 8,000        | 8,000                  | 8,000                  | -                 | 0.0%             |
| 70690          | Other Purchased Services     | 82,584.46    | 75,656       | 112,000      | 115,000                | 100,000                | (12,000)          | -10.7%           |
| 70714          | Property Insurance           | 22,462.00    | 19,352       | 26,000       | 25,000                 | 23,000                 | (3,000)           | -11.5%           |
| 70715          | Vehicle Insurance            | 5,471.00     | 1,639        | 6,000        | 8,000                  | 5,000                  | (1,000)           | -16.7%           |
| 70790          | Other Insurance              | 4,289.00     | 4,889        | 4,500        | 4,700                  | 5,000                  | 500               | 11.1%            |
| 71010          | Office Supplies              | 17,116.10    | 19,287       | 20,000       | 22,000                 | 20,000                 | -                 | 0.0%             |
| 71013          | Computer Supplies            | 53,697.54    | 75,169       | 90,000       | 92,000                 | 85,000                 | (5,000)           | -5.6%            |
| 71015          | Copier Supplies              | 3,899.42     | 2,299        | 4,500        | 4,500                  | 3,300                  | (1,200)           | -26.7%           |
| 71017          | Postage                      | 19,324.12    | 10,832       | 30,000       | 32,000                 | 12,000                 | (18,000)          | -60.0%           |
| 71020          | Library Supplies             | 52,939.95    | 69,187       | 75,000       | 75,000                 | 72,000                 | (3,000)           | -4.0%            |
| 71024          | Janitorial Supplies          | 13,300.41    | 15,448       | 13,000       | 14,000                 | 16,000                 | 3,000             | 23.1%            |
| 71070          | Fuel                         | 6,770.31     | 7,681        | 8,240        | 7,000                  | 8,000                  | (240)             | -2.9%            |
| 71076          | Telecommunications Repairs   | -            | -            | -            | -                      | -                      | -                 | ----             |
| 71077          | Water Repairs                | -            | -            | -            | -                      | -                      | -                 | ----             |
| 71078          | Electricity Repairs          | -            | -            | -            | -                      | -                      | -                 | ----             |
| 71079          | Natural Gas Repairs          | -            | -            | -            | -                      | -                      | -                 | ----             |
| 71080          | Bldg & Maint Supplies        | 6,708.32     | 12,879       | 8,000        | 8,000                  | 10,000                 | 2,000             | 25.0%            |
| 71310          | Natural Gas                  | 31,690.87    | 42,444       | 35,000       | 35,000                 | 35,000                 | -                 | 0.0%             |
| 71320          | Electricity                  | 115,862.52   | 80,730       | 112,000      | 112,000                | 95,000                 | (17,000)          | -15.2%           |
| 71330          | Water                        | 8,999.95     | 8,490        | 8,500        | 8,500                  | 8,500                  | -                 | 0.0%             |
| 71340          | Telecommunications           | 24,900.17    | 25,599       | 26,000       | 25,000                 | 26,000                 | -                 | 0.0%             |
| 71410          | Professional Collection      | 4,186.37     | 3,978        | 6,000        | 7,000                  | 7,000                  | 1,000             | 16.7%            |
| 71420          | Periodicals                  | 35,022.99    | 35,662       | 35,000       | 33,000                 | 35,000                 | -                 | 0.0%             |
| 71430          | Adult Books                  | 204,452.19   | 162,826      | 165,300      | 170,000                | 170,000                | 4,700             | 2.8%             |
| 71440          | Juvenile Books               | 115,927.67   | 118,133      | 120,300      | 125,000                | 125,000                | 4,700             | 3.9%             |
| 71470          | AV Materials                 | 177,430.74   | 168,576      | 167,100      | 168,000                | 168,000                | 900               | 0.5%             |
| 71480          | Public Access Software       | 125,199.08   | 134,349      | 150,000      | 140,000                | 140,000                | (10,000)          | -6.7%            |
| 71890          | Ebooks                       | -            | 51,300       | 61,300       | 70,000                 | 70,000                 | 8,700             | 14.2%            |
| 79120          | Employee Relations           | 5,242.35     | 3,765        | 5,500        | 6,000                  | 6,000                  | 500               | 9.1%             |
| 79990          | Other Misc. Expenses         | 6,698.49     | 4,604        | 13,000       | 13,000                 | 13,000                 | -                 | 0.0%             |
| 89112          | To ERI Reimbursement         | 42,617.00    | 36,732       | 36,732       | 36,732                 | 36,732                 | -                 | 0.0%             |
| 89237          | To Library Equip Replacement | 181,199.00   | 370,768      | 195,000      | 176,639                | 156,604                | (38,396)          | -19.7%           |
| 89409          | Lib Expansion Project Fund   | -            | 81,332       | -            | -                      | -                      | -                 | ----             |
|                | To Capital Fund              | 259,224.00   | -            | -            | -                      | -                      | -                 | ----             |
|                | Total Expenses               | 4,872,461.78 | 5,020,885    | 5,253,210    | 5,367,378              | 5,277,910              | 24,700            | 0.5%             |
|                | Total Revenues               | 5,279,491.27 | 5,233,815    | 5,253,210    | 5,367,378              | 5,277,910              | 24,700            | 0.5%             |
|                | Rev Over Exp (Surplus)       | 407,029.49   | 212,930      | -            | -                      | (0)                    | -                 | ----             |

A RESOLUTION WAIVING THE THREE QUOTE REQUIREMENT AND  
AUTHORIZING PAYMENT FOR THE RENEWAL OF THE ELECTRONIC  
LANGUAGE LEARNER DATABASE  
TO MANGO LANGUAGES

Be It Resolved by the Bloomington Public Library Board of Trustees, Bloomington, Illinois,

1. That the three quote requirement be waived and the Library Director authorize payment for renewal of the Electronic Language Learner Database to Mango Languages in the amount of \$7,697.71
2. That this database was not on the original list of because the cost for a one year subscription was less than \$5,000
3. That the recommendation is to pay for two years, thus reducing the annual cost
4. That the language learner database is one of the more popular public databases
5. That Mango Languages is the only source for this particular product
6. That the funds come from the following source:

Bloomington Public Library Maintenance and Operating Budget: \$7,697.71

Approved this 19<sup>th</sup> day of August 2014



Narendra Jaggi, President  
Bloomington Public Library Board of Trustees



# Invoice

Remit To Address:  
Mango Languages  
6689 Orchard Lake Rd. #301  
West Bloomfield, MI 48322-3404

| Bill To:                                                                                                                     | Date       | Invoice # |
|------------------------------------------------------------------------------------------------------------------------------|------------|-----------|
| Bloomington Public Library<br>Attn: Accounts Payable<br>P.O. Box 3308<br>205 East Olive Street<br>Bloomington, IL 61702-3308 | 06/24/2014 | L7934     |

| Due Date   | REP | AM | Start Date | End Date   |
|------------|-----|----|------------|------------|
| 12/01/2014 | HH  | MS | 11/01/2014 | 10/31/2016 |

| Category                     | Class             | Description      | Amount       |
|------------------------------|-------------------|------------------|--------------|
| Library Renewal Subscription | Mango Subscrip... |                  | 7,697.71     |
|                              |                   | Sales Tax (0.0%) | USD 0.00     |
|                              |                   | Total            | USD 7,697.71 |

| Email                     | Phone               | Fax            |
|---------------------------|---------------------|----------------|
| invoice@mangolanguage.com | (248) 254-7450 x840 | (248) 254-7425 |

With the payment of this invoice, the client agrees that all the terms and conditions of the previously executed terms of sale, including any renewal forms thereto, shall remain in full force and effect for one year, and that the price for the renewal service will be at the rate indicated on the invoice. The terms of sale will be automatically renewed for successive one year periods, unless either party provides written notice to the other party not less than thirty (30) days prior to the end of the then

# Bloomington Public Library

## Director's Report

### September 2014

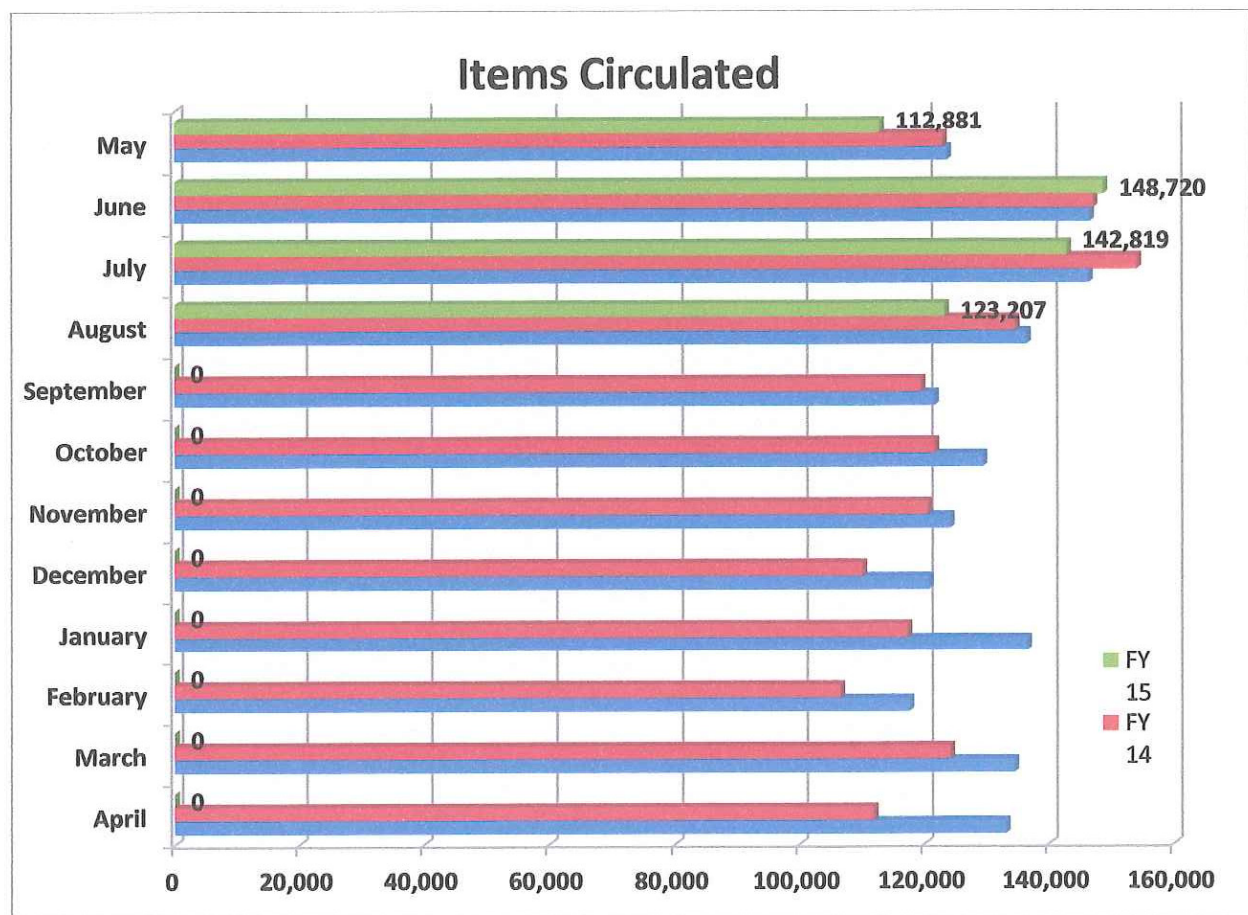
#### 1. Bookmobile Delivery

I am very disappointed to learn from Matthews that the bookmobile delivery has been delayed until the end of November. I have just received notification from Matthews that they have just received our bus to begin work on and the project completion date has had to be moved back. Future equipment delays could force a further delay in delivery. Given that we will not want to have the grand opening during the holidays, it will not likely be introduced until January.

#### 2. Program Guide Insert

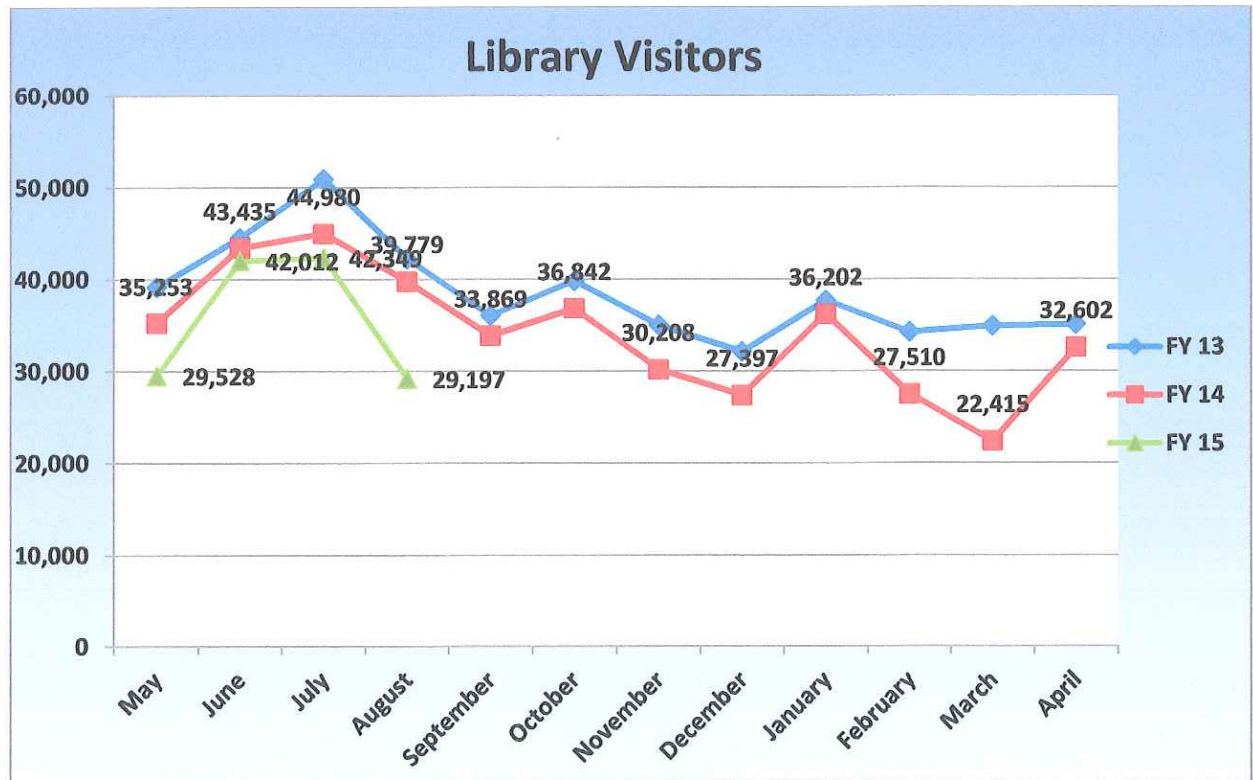
The Fall Program guide was inserted in the Pantagraph on Sunday, September 7. I will bring some extra copies to the meeting in case you did not get one. It contains lots of wonderful free programs offered by the Library.

#### 3. Statistics



Customers borrowed 123,207 items in August, 2014, a decrease from the 134,668 items borrowed in August, 2013. Visitors to the Library were down from 39,779 in August, 2013 to 29,197 in August 2014.

Staff answered 2953 questions from customers this month.



#### Programs and Attendance in the month of August:

##### Children Programs and Attendance:

SRP final party – 400 attended (estimated)

Twin City Tale Spinners storytelling concert – 18 attended

Tails for Tales (read to dogs) – 2 sessions – 40 attended

Singing Swinging story time (evening and weekend) – 2 sessions – 39 attended

Library table at McKids Day – 350 attended

Bent ESL class tour – 8 attended

Milestones preschool visit – 28 attended

##### Teen Programs and Attendance:

Anime Now – 2 sessions – 16 attended

DIY Chalkboard Notebooks – 1 session -- 6 attended

Tech Monday: SketchUp software– 1 session – 2 attended

Teen End of Summer Reading Neon Blacklight Party – 1 session – 37 attended

**Adult Programs and Attendance:**

Fiction – 1 session – 8 attended

Mystery Book Club – 1 session – 10 attended

Nonfiction Book Club – 1 session – 4 attended

Books on Tap – 1 session – 8 attended

History Reads Book Club – 1 session – 17 attended

Family Friendly Movie series – 1 session – (cancelled due to equip. problem)

Classic Movie Wednesdays – 3 session – 34 attended (4th session cancelled due to equip. problem)

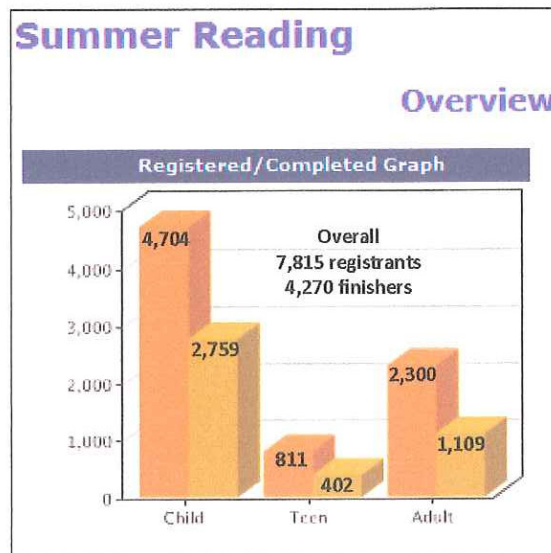
Chatworth Train Wreck – 1 session – 3

DIY series: Bows – 1 session – 9 attended

There were 13 requests for individual appointments with a library staffer. Topics included the ereaders/ebooks; general computer, Excel, and Windows 8 help; job searching; and two specifically for Justin regarding more technical computer help.

**Summer Reading – final numbers**

- 7,815 people registered for Summer Reading in 2014.
- 4,270 people (54.6%) finished the program which ended August 3.
  - Kids 4,702 registrants; 2,759 finishers
  - Teens 810 registrants; 402 teens
  - Adults: 2,300 registrants; 1,109 finishers



Respectfully submitted,  
Georgia Bouda, Director

BLOOMINGTON PUBLIC LIBRARY  
FY 2015 FISCAL REPORT

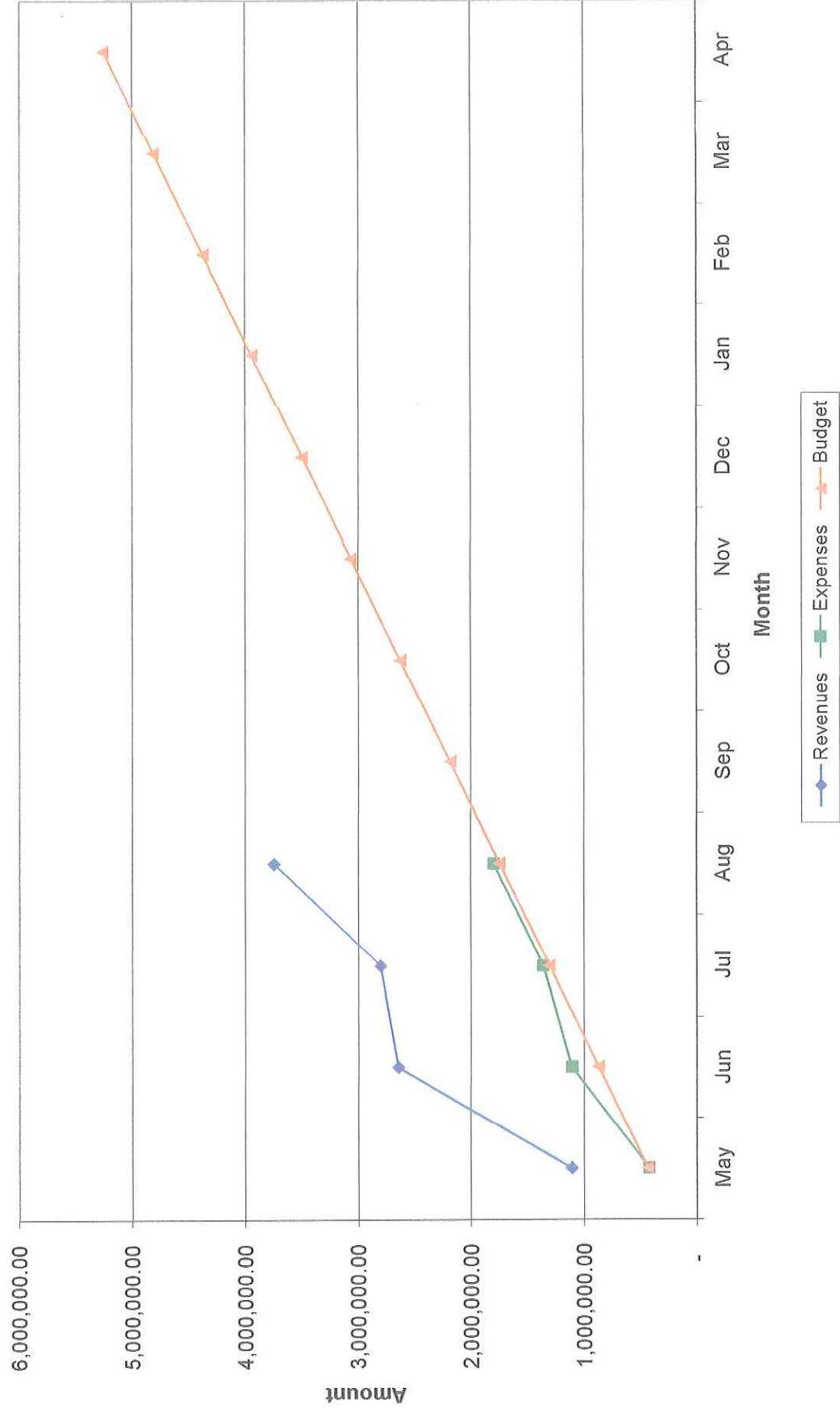
REVENUES:

| ACCT NAME               | BUDGET    | JULY 2014  | YR-TO-DATE   | AMOUNT<br>OVER/UNDER | %<br>RECEIVED |
|-------------------------|-----------|------------|--------------|----------------------|---------------|
| Property Tax            | 4,546,710 | 859,311.42 | 3,189,393.41 | (1,357,316.59)       | 70.1          |
| Replacement Tax         | 130,400   | 0.00       | 130,400.00   | 0.00                 | 100.0         |
| State Grants            | 78,000    | 0.00       | 95,762.50    | 17,762.50            | 122.8         |
| GPPLD                   | 375,000   | 73,369.40  | 264,635.83   | (110,364.17)         | 70.6          |
| Fees & Rentals          | 75,000    | 6,054.94   | 27,917.59    | (47,082.41)          | 37.2          |
| Copies                  | 3,600     | 367.05     | 1,168.30     | (2,431.70)           | 32.5          |
| Interest on Investments | 4,000     | 37.22      | 146.23       | (3,853.77)           | 3.7           |
| Sale of Property        | 1,000     | 0.00       | 2,916.78     | 1,916.78             | 291.7         |
| Donations               | 19,500    | 1.30       | 20,439.13    | 939.13               | 104.8         |
| Cash Over/Short         | 0         | (2.69)     | (34.44)      | (34.44)              | -----         |
| Other                   | 20,000    | 3,373.75   | 17,164.17    | (2,835.83)           | 85.8          |
| Total Revenues          | 5,253,210 | 942,512.39 | 3,749,909.50 | (1,503,300.50)       | 71.4          |

| ACCT NAME                   | BUDGET    | JULY 2014  | YR-TO-DATE | AMOUNT<br>OVER/UNDER | %<br>SPENT |
|-----------------------------|-----------|------------|------------|----------------------|------------|
| Full-Time Salaries          | 2,000,510 | 215,098.37 | 627,680.90 | (1,372,829.10)       | 31.4       |
| Part-Time Salaries          | 384,836   | 36,255.53  | 132,637.01 | (252,198.99)         | 34.5       |
| Seasonal Salaries           | 34,648    | 5,903.62   | 28,307.96  | (6,340.04)           | 81.7       |
| Overtime Salaries           | 1,100     | 0.00       | 0.00       | (1,100.00)           | 0.0        |
| Other Salaries              | 0         | 0.00       | 4,064.19   | 4,064.19             | -----      |
| Total Sals & Wages          | 2,421,094 | 257,257.52 | 792,690.06 | (1,628,403.94)       | 32.7       |
| Dental Insurance            | 11,160    | 745.64     | 3,090.98   | (8,069.02)           | 27.7       |
| Vision Insurance            | 2,630     | 190.31     | 773.83     | (1,856.17)           | 29.4       |
| Health Insurance, BC/BS PPO | 232,172   | 15,055.86  | 59,133.54  | (173,038.46)         | 25.5       |
| Health Insurance, OSF HMO   | 99,565    | 6,659.72   | 30,993.39  | (68,571.61)          | 31.1       |
| Life Insurance              | 4,000     | 225.54     | 914.67     | (3,085.33)           | 22.9       |
| IMRF                        | 297,676   | 21,563.96  | 97,770.74  | (199,905.26)         | 32.8       |
| FICA                        | 150,040   | 11,144.02  | 42,428.19  | (107,611.81)         | 28.3       |
| Medicare                    | 35,090    | 2,606.19   | 9,922.66   | (25,167.34)          | 28.3       |
| Worker's Comp               | 22,211    | 0.00       | 0.00       | (22,211.00)          | 0.0        |
| Uniforms                    | 600       | 40.53      | 256.51     | (343.49)             | 42.8       |
| Tuition Reimb               | 30,000    | 0.00       | 3,756.00   | (26,244.00)          | 12.5       |
| Other Benefits              | 20,000    | 0.00       | 0.00       | (20,000.00)          | 0.0        |
| Total Benefits              | 905,144   | 58,231.77  | 249,040.51 | (656,103.49)         | 27.5       |
| Rentals                     | 20,000    | 1,618.80   | 6,254.37   | (13,745.63)          | 31.3       |
| Total Rentals               | 20,000    | 1,618.80   | 6,254.37   | (13,745.63)          | 31.3       |
| Building Mtnc               | 125,000   | 2,989.09   | 17,668.89  | (107,331.11)         | 14.1       |
| Vehicle Mtnc                | 10,000    | 77.00      | 1,450.69   | (8,549.31)           | 14.5       |
| Office & Computer Mtnc      | 158,000   | 87,304.12  | 109,924.16 | (48,075.84)          | 69.6       |
| Other Mtnc                  | 25,000    | 176.52     | 391.52     | (24,608.48)          | 1.6        |
| Total Repair/Mtnc           | 318,000   | 90,546.73  | 129,435.26 | (188,564.74)         | 40.7       |

| ACCT NAME                       | BUDGET    | JULY 2014  | YR-TO-DATE   | AMOUNT<br>OVER/UNDER | %<br>SPENT |
|---------------------------------|-----------|------------|--------------|----------------------|------------|
| Advertising                     | 18,000    | 81.46      | 5,985.19     | (12,014.81)          | 33.3       |
| Printing/Binding                | 18,000    | 703.75     | 2,726.00     | (15,274.00)          | 15.1       |
| Travel                          | 6,000     | 109.76     | 2,433.03     | (3,566.97)           | 40.6       |
| Membership Dues                 | 5,000     | 0.00       | 1,158.00     | (3,842.00)           | 23.2       |
| Professional Development        | 8,000     | 568.00     | 2,207.00     | (5,793.00)           | 27.6       |
| Other Purchased Services        | 112,000   | 2,034.01   | 19,784.69    | (92,215.31)          | 17.7       |
| Property Insurance              | 26,000    | 0.00       | 0.00         | (26,000.00)          | 0.0        |
| Vehicle Insurance               | 6,000     | 0.00       | 0.00         | (6,000.00)           | 0.0        |
| Other Insurance                 | 4,500     | 0.00       | 0.00         | (4,500.00)           | 0.0        |
| Total Purchased Services        | 203,500   | 3,496.98   | 34,293.91    | (169,206.09)         | 16.9       |
| Office Supplies                 | 20,000    | 604.43     | 2,012.69     | (17,987.31)          | 10.1       |
| Computer Supplies               | 90,000    | 8,457.35   | 14,127.63    | (75,872.37)          | 15.7       |
| Copier Supplies                 | 4,500     | 567.05     | 1,747.22     | (2,752.78)           | 38.8       |
| Postage                         | 30,000    | 27.45      | 83.35        | (29,916.65)          | 0.3        |
| Library Supplies                | 75,000    | 16,444.26  | 27,642.59    | (47,357.41)          | 36.9       |
| Janitorial Supplies             | 13,000    | 756.31     | 2,805.61     | (10,194.39)          | 21.6       |
| Gas & Diesel Fuel               | 8,240     | 0.00       | 1,779.13     | (6,460.87)           | 21.6       |
| Building Mtnc & Repair Supplies | 8,000     | 636.79     | 4,778.81     | (3,221.19)           | 59.7       |
| Total Supplies                  | 248,740   | 27,493.64  | 54,977.03    | (193,762.97)         | 22.1       |
| Natural Gas                     | 35,000    | 1,453.83   | 6,673.31     | (28,326.69)          | 19.1       |
| Electricity                     | 112,000   | 8,370.18   | 24,822.79    | (87,177.21)          | 22.2       |
| Water                           | 8,500     | 651.10     | 2,217.10     | (6,282.90)           | 26.1       |
| Telecommunications              | 26,000    | 2,233.88   | 11,615.31    | (14,384.69)          | 44.7       |
| Total Utilities                 | 181,500   | 12,708.99  | 45,328.51    | (136,171.49)         | 25.0       |
| Professional Collection         | 6,000     | 0.00       | 453.95       | (5,546.05)           | 7.6        |
| Total Prof Collection           | 6,000     | 0.00       | 453.95       | (5,546.05)           | 7.6        |
| Periodicals                     | 35,000    | 1,114.00   | 16,807.33    | (18,192.67)          | 48.0       |
| Adult Books                     | 165,300   | 13,911.77  | 49,387.26    | (115,912.74)         | 29.9       |
| Children's Books                | 120,300   | 21,801.09  | 43,340.10    | (76,959.90)          | 36.0       |
| A/V Materials                   | 167,100   | 18,279.77  | 50,086.24    | (117,013.76)         | 30.0       |
| Public Access Software          | 150,000   | 7,697.71   | 96,320.07    | (53,679.93)          | 64.2       |
| Ebooks                          | 61,300    | 0.00       | 0.00         | (61,300.00)          | 0.0        |
| Total Materials                 | 699,000   | 62,804.34  | 255,941.00   | (443,059.00)         | 36.6       |
| Employee Relations              | 5,500     | 16.34      | 208.06       | (5,291.94)           | 3.8        |
| Miscellaneous Expenses          | 13,000    | 846.30     | 1,930.81     | (11,069.19)          | 14.9       |
| ERI Reimbursement               | 36,732    | 0.00       | 36,732.00    | 0.00                 | 100.0      |
| Fixed Asset Fund Transfer       | 195,000   | 0.00       | 195,000.00   | 0.00                 | 100.0      |
| Total Other Expenses            | 250,232   | 862.64     | 233,870.87   | (16,361.13)          | 93.5       |
| Total Expenses                  | 5,253,210 | 515,021.41 | 1,802,285.47 | (3,450,924.53)       | 34.3       |

# BPL FY 2014-2015



EXPLANATIONS FOR VARIANCES IN EXCESS OF 5%  
(Variance of 28.3 to 38.3% is acceptable)  
August 2014

Property Tax (70.1%): The Library has received four distributions.

Replacement Tax (100.0%): The Library received its distribution in July.

State Grants (122.8%): The Per Capita Grant was more than we projected.

GPPLD (70.6%): Golden Prairie has received four distributions.

Interest on Investments (3.7%): Interest rates are still low.

Sale of Property (291.7%): The Library sold art prints at the Art/Jazz Evening on 5/16/14. The Library also sold used furniture during the month of May.

Donations (104.8%): The Library received the donation from the former Friends (through the Foundation) in July.

Other (85.8%): The Book Shoppe continues to be a success.

Seasonal Salaries (81.7%): This line item is over-spent because the majority of these funds are spent during the summer months for the additional staff hired to help out with the Summer Reading Program.

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

Dental Insurance (27.7%): This is a little under-spent due to some full-time staff vacancies during the month.

Health Insurance (PPO) (25.5%): This line is under-spent due to some full-time staff vacancies during the month.

Life Insurance (22.9%): This is under-spent due to some full time staff vacancies during the month.

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

Uniforms (42.8%): Uniform shirts were ordered for the new temporary Custodian and for the new Security Officer.

Tuition Reimbursement (12.5%): The Library has not yet paid the fall tuition for two employees who are enrolled in the MLS program at the U of I.

Other Benefits (0.0%): Nothing has been paid from this line item.

Building Maintenance (14.1%): Charges have been minimal.

Vehicle Maintenance (14.5%): Charges have been minimal.

Office/Equipment Maintenance (69.6%): This line item is over-spent because most of the expenditures are one-time annual payments for equipment maintenance.

Other Property Maintenance (1.6%): Charges have been minimal.

Printing/Binding (15.1%): charges have been minimal.

Travel (40.6%): This is over-spent because several staff attended the American Library Association Conference and all the costs have been submitted.

Membership Dues (23.2%): Charges have been minimal.

Professional Development (27.6%): Charges have been minimal.

Other Purchased Services (17.7%): Charges have been minimal.

Property Insurance (0.0%): The annual premium is paid in January.  
Vehicle Insurance (0.0%): The annual premium is paid in January.  
Other Insurance (0.0%): This is for the Director's & Officer's Insurance—the annual premium is paid in January.  
Office Supplies (10.1%): Charges have been minimal.  
Computer Supplies (15.7%): Charges have been minimal.  
Copier Supplies (38.8%): This is just slightly over-spent due to a recent order for copier paper.  
Postage (0.3%): Charges have been minimal.  
Janitorial Supplies (21.6%): Charges have been minimal.  
Gas & Diesel Fuel (21.6%): Charges have been minimal.  
Building Maintenance Supplies (59.7%): This is over-spent due to the recent purchase of fluorescent light bulbs.  
Natural Gas (19.1%): Charges have been minimal.  
Electricity (22.2%): Charges have been minimal.  
Water (26.1%): Charges have been minimal.  
Telecommunications (44.7%): This is over-spent because we are now charging the monthly CIRBN cost to this line item. It more appropriately goes in this line item than in the Other Purchased Services line item.  
Professional Collection (7.6%): Charges have been minimal.  
Periodicals (48.0%): The annual subscription service payment was made in June.  
Public Access Software (64.2%): Several one-time annual payments have been made for various electronic databases for the public.  
Ebooks (0.0%): Nothing has been paid from this line item.  
Employee Relations (3.8%): Charges have been minimal.  
Miscellaneous Expenses (14.9%): Charges have been minimal.  
ERI Reimbursement (100.0%): The transfer was made in June.  
Fixed Asset Fund Transfer (100.0%): The transfer was made in June.

The Donations line item breaks out as follows:

|                                             |              |
|---------------------------------------------|--------------|
| Summer Reading Program, Community Donations |              |
| For 2014:                                   | \$ 2,225.00  |
| Former Friends, for Summer Reading Program: | 18,150.00    |
| Memorial Donations:                         | 25.00        |
| Fountain Receipts:                          | 9.13         |
| McLean Co Retired Teachers Assoc:           | 30.00        |
| Total Donations:                            | \$ 20,439.13 |

The Other Revenue line item breaks out as follows:

|                          |             |
|--------------------------|-------------|
| Print Station:           | \$ 3,627.05 |
| Book Shoppe:             | 5,975.00    |
| Sale of Reusable Bags:   | 99.00       |
| Sale of Sling Backpacks: | 224.00      |
| Sale of Earbuds:         | 304.50      |
| Sale of Flashdrives:     | 68.25       |
| Sale of Umbrellas:       | 10.00       |
| Hot Beverage Station:    | 259.00      |

|                                         |             |
|-----------------------------------------|-------------|
| Test Proctoring:                        | 540.00      |
| Meeting Room Fees:                      | 455.00      |
| B Logistics Revenue:                    | 3,275.74    |
| Novel Night of Art & Jazz Ticket Sales: | 1,610.00    |
| Miscellaneous:                          | 716.63      |
| Total Other Revenue:                    | \$17,164.17 |

During August, 10 batches containing 109 invoices were processed, totaling \$96,048.66 and 209 credit card charges were made totaling \$45,223.69.

Library Fund Balance Information, 8/31/14:

|               |                 |
|---------------|-----------------|
| Operating:    | \$ 2,259,861.28 |
| Capital:      | \$ 2,052,070.14 |
| Fixed Assets: | \$ 1,220,450.64 |

# APPROVAL OF BILLS

## BILLS LIST

Approved by BPL Board of Trustees, September 16, 2014

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Signature, BPL Trustee

| Vendor                                   | Line Item                | Amount     |
|------------------------------------------|--------------------------|------------|
| Ameren IP                                | Electricity              | 8,370.18   |
| American Pest Control                    | Building Maintenance     | 190.00     |
| Bound to Stay Bound Books                | Juvenile Books           | 14.09      |
| Brodart Co.                              | Library Supplies         | 779.20     |
| CDW Government                           | Computer Supplies        | 71.74      |
| CDW Government                           | Miscellaneous Expenses   | 497.99     |
| Cengage Learning                         | Adult Books              | 1,171.76   |
| Children's Plus, Inc.                    | Juvenile Books           | 521.00     |
| CIRBN                                    | Telecommunications       | 466.56     |
| City of Bloomington                      | Dental Insurance         | 745.64     |
| City of Bloomington                      | FICA                     | 11,144.02  |
| City of Bloomington                      | Health Insurance-HMO     | 6,659.72   |
| City of Bloomington                      | Health Insurance-PPO     | 15,055.86  |
| City of Bloomington                      | IMRF                     | 21,563.96  |
| City of Bloomington                      | Life Insurance           | 225.54     |
| City of Bloomington                      | Medicare                 | 2,606.19   |
| City of Bloomington                      | Payroll                  | 257,257.52 |
| City of Bloomington                      | Vision Insurance         | 190.31     |
| City of Bloomington                      | Water                    | 651.10     |
| Comcast                                  | Telecommunications       | 99.85      |
| Creative Empire (Mango Languages)        | Public Access Software   | 7,697.71   |
| Cumulus Broadcasting                     | Advertising              | 997.50     |
| Custom Digital Imaging                   | Printing/Binding         | 703.75     |
| Demco                                    | Library Supplies         | 747.25     |
| Ebsco Subscription Service               | Periodicals              | 3.30       |
| Evans, Dale                              | Other Purchased Services | 150.00     |
| Evergreen FS, Inc.                       | Other Property Mtn       | 130.00     |
| Findaway World, LLC                      | A/V Materials            | 114.72     |
| Fountaindale Public Library District     | Miscellaneous Expenses   | 20.00      |
| Frontier                                 | Telecommunications       | 1,802.02   |
| Innovation Experts                       | Public Access Software   | 10,272.00  |
| Massie, Rhonda                           | Advertising              | 31.46      |
| Mid Illinois Mechanical Services, Inc.   | Building Maintenance     | 1,616.00   |
| Midwest Mailing & Shipping Systems, Inc. | Office/Equipment Mtn     | 137.67     |
| Midwest Tape                             | A/V Materials            | 3,260.27   |
| Miller Janitorial Supply                 | Janitorial Supplies      | 537.97     |
| Nicor/Northern Illinois Gas              | Natural Gas              | 1,453.83   |
| Oak Lawn Public Library                  | Miscellaneous Expenses   | 18.00      |
| Oberlander Communications                | Telecommunications       | 48.50      |

Officemax  
 Officemax  
 Officemax  
 Olney Public Library  
 Pantagraph  
 Pantagraph  
 Penworthy  
 Pipeworks, Inc.  
 Rainbow Book Co.  
 Random House, LLC  
 Recorded Books, Inc.  
 Research Technology International  
 Ricoh, USA, Inc.  
 Ron Smith Printing Co.  
 Taylor, Pamela (SeaStar Aquascapes)  
 ThyssenKrupp Elevator Corp.  
 Tri-County Irrigation & Plumbing, Inc.  
 Unique Management Services, Inc.  
 University of Illinois  
 Vernon Library Supplies, Inc.  
 Weber Electric  
 VISA - Adoptive Families Magazine  
 VISA - Amazon.com  
 VISA - Amazon.com  
 VISA - Amazon.com  
 VISA - Automotive Workwear, Inc.  
 VISA - Baker & Taylor Books  
 VISA - Baker & Taylor Books  
 VISA - Baker & Taylor Books  
 VISA - Chicago Tribune  
 VISA - Demco  
 VISA - Displays2Go  
 VISA - Facebook  
 VISA - Financial & Banking Systems  
 VISA - Five Star Water  
 VISA - GameStop  
 VISA - Girl Scouts of Central Illinois  
 VISA - Great Courses  
 VISA - Hobby Lobby  
 VISA - Hobby Lobby  
 VISA - Illinois Library Association  
 VISA - Ingram  
 VISA - Interstate All Battery Center  
 VISA - Kirby Risk Electrical Supplies  
 VISA - K-Mart  
 VISA - K-Mart  
 VISA - K-Mart  
 VISA - K-Mart  
 VISA - Lectorum Publications, Inc.  
 VISA - Library Store  
 VISA - Lowe's  
 VISA - Marco's Pizza  
 VISA - Monoprice, Inc.  
 VISA - Officemax  
 VISA - Officemax

|                            |           |
|----------------------------|-----------|
| Computer Supplies          | 257.99    |
| Copier Supplies            | 270.98    |
| Office Supplies            | 269.66    |
| Miscellaneous Expenses     | 10.95     |
| Advertising                | 637.50    |
| Printing/Binding           | 90.40     |
| Juvenile Books             | 3,500.69  |
| Other Capital Improvements | 14,308.00 |
| Juvenile Books             | 822.10    |
| A/V Materials              | 255.00    |
| A/V Materials              | 381.60    |
| Library Supplies           | 127.95    |
| Rentals                    | 1,659.00  |
| Printing/Binding           | 180.00    |
| Other Purchased Services   | 50.00     |
| Building Maintenance       | 28.09     |
| Other Property Mtnc        | 46.52     |
| Other Purchased Services   | 474.35    |
| Tuition Reimbursement      | 7,632.00  |
| Library Supplies           | 1,891.52  |
| Building Maintenance       | 270.20    |
| Periodicals                | 24.95     |
| A/V Materials              | 371.84    |
| Computer Supplies          | 38.59     |
| Juvenile Books             | 11.90     |
| Uniforms                   | 40.53     |
| A/V Materials              | 12,332.26 |
| Adult Books                | 12,316.53 |
| Juvenile Books             | 10,886.28 |
| Periodicals                | 364.00    |
| Library Supplies           | 508.80    |
| Library Supplies           | 320.34    |
| Advertising                | 5.00      |
| Office Supplies            | 34.48     |
| Miscellaneous Expenses     | 85.70     |
| A/V Materials              | 327.77    |
| Juvenile Books             | 202.50    |
| A/V Materials              | 12.00     |
| Library Supplies           | 63.71     |
| Other Purchased Services   | 58.71     |
| Professional Development   | 100.00    |
| Adult Books                | 668.89    |
| Building Mtnc Supplies     | 7.96      |
| Building Mtnc Supplies     | 306.00    |
| Building Mtnc Supplies     | 24.95     |
| Janitorial Supplies        | 110.52    |
| Library Supplies           | 10.98     |
| Office Supplies            | 32.97     |
| Juvenile Books             | 359.48    |
| Library Supplies           | 78.38     |
| Building Mtnc Supplies     | 86.23     |
| Other Purchased Services   | 110.00    |
| Computer Supplies          | 147.23    |
| Library Supplies           | 90.20     |
| Office Supplies            | 31.58     |

VISA - Oriental Trading Co., Inc.  
 VISA - Oriental Trading Co., Inc.  
 VISA - Paetec Communications  
     VISA - Pantagraph  
     VISA - Paypal\*ASPASTER  
 VISA - Paypal\*Illinois Chamber of Commerce  
     VISA - PC Gamer  
 VISA - Picture Hang Solutions  
     VISA - Rainstorm  
     VISA - Schtickers  
         VISA - Sprint  
         VISA - Staples  
         VISA - Target  
         VISA - Target  
     VISA - US Postage Service  
     VISA - USBorne Books  
 VISA - Vernon Library Supplies  
     VISA - Walgreens  
     VISA - Walgreens  
     VISA - Wal-Mart  
     VISA - Wal-Mart  
     VISA - Wal-Mart  
     VISA - Wal-Mart  
 VISA- Brochure Holders 4 U

Total

Library Supplies 128.65  
 Other Purchased Services 84.25  
     Telecommunications 132.96  
         Periodicals 701.80  
 Other Purchased Services 72.50  
 Professional Development 110.00  
     Periodicals 19.95  
 Building Mtn Supplies 31.65  
 Vehicle Maintenance 30.00  
 Computer Supplies 74.85  
 Telecommunications 398.39  
     Library Supplies (4.24)  
     Library Supplies 9.95  
 Other Purchased Services 14.07  
     Postage 28.45  
     Juvenile Books 2,128.13  
     Library Supplies 775.69  
     Employee Relations 16.34  
     Library Supplies 47.88  
     Employee Relations 4.54  
     Library Supplies 46.54  
     Office Supplies 3.77  
 Other Purchased Services 162.35  
     Library Supplies 33.96

436,412.37

Bloomington Public Library  
Monthly Statistics - August 2014

|                                | Current Month | Cumulative | Last Year | Cumulative |
|--------------------------------|---------------|------------|-----------|------------|
| CIRCULATION                    |               |            |           |            |
| Adults                         | 58,705        | 236,462    | 64,607    | 256,974    |
| Teens                          | 3,556         | 14,691     | 3,710     | 16,830     |
| Children                       | 49,390        | 218,564    | 54,264    | 238,915    |
| OTR Adults                     | 2,420         | 9,607      | 2,814     | 10,883     |
| OTR Teens                      | 219           | 776        | 122       | 586        |
| OTR Children                   | 3,512         | 16,243     | 4,560     | 16,817     |
| e-Books - Freading             | 76            | 184        | 65        | 176        |
| e-Books - Overdrive            | 4,236         | 16,632     | 3,348     | 13,245     |
| Freegal downloads              | 646           | 2,621      | 761       | 3,071      |
| Zinio Magazines                | 447           | 1,734      | 417       | 1,288      |
| TOTALS                         |               |            |           |            |
| Adults                         | 61,125        | 246,069    | 67,421    | 267,857    |
| Teens                          | 3,775         | 15,467     | 3,832     | 17,416     |
| Children                       | 52,902        | 234,807    | 58,824    | 255,732    |
| Digital Downloads              | 5,405         | 21,171     | 4,591     | 17,780     |
| COMBINED TOTAL                 | 123,207       | 517,514    | 134,668   | 558,785    |
| ITEMS IN THE COLLECTION        |               |            |           |            |
| Main                           | 292,199       | 292,199    | 284,129   | 284,129    |
| OTR                            | 12,474        | 12,474     | 13,163    | 13,163     |
| TOTAL                          | 304,673       | 304,673    | 297,292   | 297,292    |
| HOLDS FILLED                   | 8,148         | 32,638     | 8,545     | 32,384     |
| CARDHOLDERS                    |               |            |           |            |
| Added                          | 457           | 2,101      | 548       | 2,506      |
| TOTAL NUMBER                   |               |            |           |            |
| Adults                         | 27,792        | 27,792     | 20,858    | 20,858     |
| Teens                          | 2,392         | 2,392      | 2,251     | 2,251      |
| Children                       | 6,607         | 6,607      | 9,023     | 9,023      |
| Combined Total of Active Cards | 36,791        | 36,791     | 32,132    | 32,132     |
| REFERENCE QUESTIONS            |               |            |           |            |
| Adults                         | 2533          | 10,827     | 3,206     | 12,905     |
| Teens                          | 119           | 436        | 63        | 403        |
| Children                       | 1,925         | 5,234      | 770       | 4,536      |
| OTR                            | 110           | 383        | 0         | 244        |
| Circulation                    | 918           | 3,308      | 999       | 2,107      |
|                                | 2,953         |            |           |            |
| PROGRAMS                       |               |            |           |            |
| Story Times                    | 2             | 39         | 2         | 24         |
| Adult                          | 10            | 46         | 11        | 59         |
| Teens                          | 5             | 28         | 11        | 43         |
| Juvenile                       | 4             | 26         | 1         | 17         |
| Outreach Adult                 | 0             | 0          | 0         | 0          |
| Outreach Teen                  | 0             | 0          | 0         | 0          |
| Outreach Juvenile              | 0             | 0          | 0         | 0          |
| PROGRAM ATTENDANCE             |               |            |           |            |
| Story Times                    | 39            | 1,964      | 53        | 600        |

Bloomington Public Library  
Monthly Statistics - August 2014

|                                 | Current Month | Cumulative | Last Year | Cumulative |
|---------------------------------|---------------|------------|-----------|------------|
| Adult Programs                  | 128           | 683        | 89        | 819        |
| Teen Programs                   | 61            | 356        | 74        | 279        |
| Juvenile Programs               | 458           | 2,362      | 8         | 1,953      |
| Outreach Adult                  | 0             | 0          | 0         | 0          |
| Outreach Teen                   | 0             | 0          | 0         | 0          |
| Outreach Juvenile               | 0             | 0          | 0         | 0          |
| SUMMER READING PARTICIPANTS     |               |            |           |            |
| CHILDREN                        |               |            |           |            |
| Registered                      | 4,704         | 4,704      | 4,458     | 4,458      |
| Completed                       | 2,759         | 2,759      | 2,635     | 2,635      |
| TEENS                           |               |            |           |            |
| Registered                      | 811           | 811        | 822       | 822        |
| Completed                       | 402           | 402        | 387       | 387        |
| ADULTS                          |               |            |           |            |
| Registered                      | 2,300         | 2,300      | 2,261     | 2,261      |
| Completed                       | 1,109         | 1,109      | 1,077     | 1,077      |
| TOTAL                           |               |            |           |            |
| Registered                      | 7,815         | 7,815      | 7,541     | 7,541      |
| Completed                       | 4,270         | 4,270      | 4,099     | 4,099      |
| COMPUTER USE                    |               |            |           |            |
| Public computer uses            | 3,684         | 16,362     | 6,370     | 22,988     |
| Website database/catalog hits   | 15,880        | 66,118     | 5,573     | 27,338     |
| Online Resource (Database) uses | 3,212         | 13,806     | 3,854     | 14,218     |
| TOTAL                           | 22,776        | 96,286     | 15,797    | 64,544     |
| INTERLIBRARY LOAN               |               |            |           |            |
| Borrowing Requests Received     | 441           | 1,270      | 404       | 1,669      |
| Outgoing Loans (Lending)        | 275           | 779        | 339       | 1,049      |
| CONTACTS w/ COMMUNITY GROUPS    |               |            |           |            |
| Inside the library (events)     | 3             | 59         | 1         | 62         |
| Outside the library (events)    | 3             | 38         | 1         | 31         |
| Number of people                | 400           | 8,910      | 157       | 8,770      |
| VOLUNTEER HOURS                 | 92            | 363        | 136       | 761        |
| MEETING ROOM USAGE              |               |            |           |            |
| Study Room                      | 62            | 293        | 68        | 240        |
| Digital Media Lab               | 15            | 127        | 73        | N/A        |
| Customer Visits (MAIN)          | 27,869        | 137,586    | 38,275    | 157,677    |
| Customer Visits (OTR)           | 1,328         | 5,500      | 1,504     | 46,591     |
| COMBINED TOTAL VISITS           | 29,197        | 143,086    | 39,779    | 204,268    |
| TRAINING HOURS                  | 98            | 553        | 53        | 448        |

Golden Prairie Public Library District

Board of Trustees Meeting

July 16, 2014

5:00 p.m.

Minutes

I. Call to Order

President Ives called the meeting to order at 5:00 p.m.

II. Roll Call

MEMBERS PRESENT: Carol Carey-Odekirk, Carolyn Dail, Tim Ervin, Lynn Gray, Stephen Peterson, Patti Salch (arrived at 5:04 p.m.), Adrienne Ives

MEMBERS ABSENT: None

OTHERS PRESENT: Georgia Bouda, Laura Golaszewski, Kathy Jeakins, Patricia Marton, Caprice Prochnow, Johanna Sneed

III. Introductions & Public Comment

President Ives introduced resident, Patricia Marton.

IV. Approval of Minutes

A. June 18, 2014

CAROLYN DAIL MOVED, TIM ERVIN SECONDED TO APPROVE THE MINUTES FROM THE JUNE 18, 2014 MEETING. THE MOTION CARRIED UNANIMOUSLY.

V. President's Report

President Ives had nothing to report.

VI. Staff Reports

A. Director's Report

Director Bouda shared that both Mayor Renner and City Manager David Hales attended the Bloomington Public Library Board meeting last night to discuss future expansion plans for the Library. She went on to say that the Mayor would like to acquire the majority of the land just south of the Library for a possible Children's Library and additional parking for the Library.

Director Bouda shared that the BPL Board did approve the restoration of the Mrs. Withers portrait which will cost approximately \$2,500.00.

1. FY15 Per Capita Requirements

Director Bouda stated that the Per Capita Grant requirements were included in the packet. She reviewed each section with the Board members and asked that each of them review these for discussion at the next meeting, as the Per Capita Grant is due on October 1.

Director Bouda stated that no one had replied that they would be attending the July 24 Edge webinar, so this will be taped in case anyone wants to view it at a later time.

B. Outreach Report

Laura Golaszewski reported that there were a few mechanical problems with the bookmobile that were easily resolved. They had a special stop at Meatheads this past Friday that went well, and there are special stops planned for both Sheridan and Irving Schools in the coming weeks.

Laura shared that she and the bookmobile staff met recently to discuss the bookmobile's collection. They are going to start doing this on a quarterly basis just to assess where the collection is at, and is it serving the needs of the customers using the bookmobile.

C. Fiscal Report

Kathy Jeakins shared that the legal notice for the Public Hearing on August 20, 2014 was published in the paper last Friday, and it was also posted on the website. She entertained questions.

1. Approve June Financial Report

TIM ERVIN MOVED, STEPHEN PETERSON SECONDED, TO APPROVE THE MAY 2014 FINANCIAL REPORT.

AYES: CAROL CAREY-ODEKIRK, CAROLYN DAIL, TIM ERVIN, LYNN GRAY, STEPHEN PETERSON, PATTI SALCH, ADRIENNE IVES

NAYES: NONE

ABSENT: NONE

THE MOTION CARRIED UNANIMOUSLY.

VII. Unfinished Business

A. Approve Purchasing Policy

Carolyn Dail reviewed the guidelines of the Purchasing Policy with Board members. Kathy Jeakins explained when it is necessary to do a wire transfer to the Bloomington Public Library.

CAROL CAREY-ODEKIRK MOVED, LYNN GRAY SECONDED, TO APPROVE THE PURCHASING POLICY FOR THE GOLDEN PRAIRIE PUBLIC LIBRARY DISTRICT.

AYES: CAROL CAREY-ODEKIRK, CAROLYN DAIL, TIM ERVIN, LYNN GRAY, STEPHEN PETERSON, PATTI SALCH, ADRIENNE IVES

NAYES: NONE

ABSENT: NONE

THE MOTION CARRIED UNANIMOUSLY.

VIII. New Business

A. Appointment of Committee for Secretary's Audit of FY2013-2014 Minutes  
President Ives appointed Patti Salch and Lynn Gray to perform the Secretary's Audit of the FY2013-2014 Minutes for the Illinois Public Library Annual Report.

B. Approve FY15 Programming Funds  
After much discussion, it was decided that they would like Bloomington Public Library to pursue bigger or more popular programs for Golden Prairie to sponsor, and with this the programming funds should be increased from \$700 to \$1,000.

STEPHEN PETERSON MOVED, PATTI SALCH SECONDED, TO INCREASE THE PROGRAMMING FUNDS FROM \$700 TO \$1,000.

AYES: CAROLYN DAIL, TIM ERVIN, LYNN GRAY, STEPHEN PETERSON, PATTI SALCH, ADRIENNE IVES

NAYES: CAROL CAREY-ODEKIRK

ABSENT: NONE

THE MOTION CARRIED.

IX. Adjournment

President Ives adjourned the meeting at 5:43 p.m.