

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

May 20, 2014
4:30 p.m.

Agenda

- I. Call to Order
- II. Roll Call
- III. Oath of Office for New Trustees
- IV. Introductions/Public Comment
- V. Approval of Minutes
 - A. April 15, 2014
- VI. President's Report
- VII. Director's Report
- VIII. Fiscal Report
- IX. Approval of Bills
- X. Committee Reports
 - A. Budget & Personnel
 - B. Planning, Policies & Programs (3 P's)
 - C. Nominating Committee
 - 1. Approve FY15 Slate of Officers
 - 2. Appoint Committees
 - 3. Approve Standing Date and Time for Committees
- XI. Unfinished Business
- XII. New Business
 - A. Waive Three-Quote Requirement to Purchase Public Access Software Packages
 - B. Waive Three-Quote Requirement to Replace DDC Controller and New Temperature Sensors For Existing Rooftop Unit
- XIII. Adjournment

Posted 5/15/2014 1:15 p.m.

BLOOMINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

April 15, 2014
4:30 p.m.

Minutes

- I. Call to Order
President Jaggi called the meeting to order at 4:31 p.m.
- II. Roll Call
MEMBERS PRESENT: Brittany Cornell, Narendra Jaggi, Emily Kelahan, Jan Kibler, Carol Koos (arrived 4:32pm), Cathy Pratt, Bill Wetzel

MEMBERS ABSENT: Peggy Burton

OTHERS PRESENT: Georgia Bouda, Monica Brigham, Adrienne Ives, Kathy Jeakins, Caprice Prochnow, Patti Salch
- III. Introductions/Public Comment
President Jaggi introduced Adrienne Ives, Patti Salch, and Monica Brigham who will officially be a member of the BPL Board at the next meeting.
- IV. Approval of Minutes
A. March 18, 2014
EMILY KELAHAN MOVED, JAN KIBLER SECONDED, TO APPROVE THE MINUTES FROM THE MARCH 18, 2014 MEETING. THE MOTION CARRIED UNANIMOUSLY.
- V. President's Report
President Jaggi had nothing to report.
- VI. Director's Report
Director Bouda shared that she had received an email from the State saying that they are going to be releasing the funds for the \$50,000 grant that was awarded to the Library about two years ago. She went on to say, that initially they will release about 25% of the money, and the rest as the project goes along. Director Bouda shared that this grant money was going to go towards repurposing part of the Outreach area into a staff meeting room and adding a sorter for outside returns. The plan is still to add a meeting room, but rather than a sorter for outside returns, the current sorter may be replaced with a larger one. Director Bouda shared that A. Renee will be providing the Drahm Shop coverage for the Novel Night of Art and Jazz.
- VII. Fiscal Report
Kathy Jeakins entertained questions.
- VIII. Approval of Bills
CAROL KOOS MOVED, EMILY KELAHAN SECONDED, TO APPROVE THE BILLS LIST FROM MARCH 2014. THE MOTION CARRIED UNANIMOUSLY.
- IX. Committee Reports
A. Budget & Personnel
1. Executive Session to Discuss Director's Performance Evaluation
BILL WETZEL MOVED, CAROL KOOS SECONDED, TO GO INTO EXECUTIVE SESSION TO DISCUSS DIRECTOR'S PERFORMANCE EVALUATION.

AYES: BRITTANY CORNELL, NARENDRA JAGGI, EMILY KELAHAAN,
JAN KIBLER, CAROL KOOS, CATHY PRATT, BILL WETZEL

NAYES: NONE

ABSENT: PEGGY BURTON

THE MOTION CARRIED UNANIMOUSLY.

At 4:42 p.m., the Board went into Executive Session.

At 5:21 p.m., the Board resumed regular session. President Jaggi stated that no action took place during Executive Session.

2. Approve Director's Salary for FY15

Bill Wetzel stated that the Budget & Personnel Committee met to discuss the Director's Evaluation and salary adjustment. The Budget & Personnel Committee recommends a 2.25% Cost of Living adjustment along with a 1% Merit increase for Director Bouda for the upcoming year. He went on to say that the Merit increase was warranted, and that it was limited to 1% because of the recent budget struggles of the City Council.

BILL WETZEL MOVED, JAN KIBLER SECONDED, TO APPROVE A 2.25% COST OF LIVING ADJUSTMENT ALONG WITH A 1% MERIT ADJUSTMENT FOR DIRECTOR BOUDA.

AYES: BRITTANY CORNELL, NARENDRA JAGGI, EMILY KELAHAAN,
JAN KIBLER, CAROL KOOS, CATHY PRATT, BILL WETZEL

NAYES: NONE

ABSENT: PEGGY BURTON

THE MOTION CARRIED UNANIMOUSLY.

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

The 3P's did not meet.

C. Nominating Committee

1. Present FY15 Slate of Officers

Jan Kibler stated that they will be holding over the Slate of Officers until the May meeting. She went on to say that Board members have until April 18 to express interest in being an officer and/or for a committee assignment.

X. Unfinished Business

There was no unfinished business.

XI. New Business

A. Approve Change Order #001 for Pipeworks, Inc. for \$1,380.00

Director Bouda shared that in getting the flue from the boilers to the roof, there was some conduit that needed to be rerouted in order for the flue not to have to be offset.

BILL WETZEL MOVED, CAROL KOOS SECONDED, TO APPROVE CHANGE ORDER #001 FOR PIPEWORKS, INC. FOR \$1,380.00.

AYES: BRITTANY CORNELL, NARENDRA JAGGI, EMILY KELAHAAN,
JAN KIBLER, CAROL KOOS, CATHY PRATT, BILL WETZEL

NAYES: NONE

ABSENT: PEGGY BURTON

THE MOTION CARRIED UNANIMOUSLY.

B. Approve Use of Quiet Reading Room for Board Meetings

President Jaggi shared with Board members that they are not voting on any costs but rather approving Director Bouda to go forward with repurposing this room for future Board meetings.

EMILY KELAHAAN MOVED, BILL WETZEL SECONDED, TO APPROVE USE OF QUIET READING ROOM FOR BOARD MEETINGS. THE MOTION CARRIED UNANIMOUSLY.

C. Approve Change Order #2 for Matthews Specialty Vehicles for a credit of \$804.00

BILL WETZEL MOVED, EMILY KELAHAAN SECONDED, TO APPROVE CHANGE ORDER #2 FOR MATTHEWS SPECIALTY VEHICLES FOR A CREDIT OF \$804.00. THE MOTION CARRIED UNANIMOUSLY.

D. Approve Transfer of Funds from Maintenance & Operating Fund to Capital Reserve Fund

President Jaggi shared with Board members that they have a standing library policy that at the end of the fiscal year, half of the unspent funds in the Maintenance & Operating Fund are transferred to the Capital Reserve Fund.

CAROL KOOS MOVED, BILL WETZEL SECONDED, TO APPROVE TRANSFER OF FUNDS FROM MAINTENANCE & OPERATING FUND TO CAPITAL RESERVE FUND IN THE AMOUNT OF \$203,205.50.

AYES: BRITTANY CORNELL, NARENDRA JAGGI, EMILY KELAHAAN, JAN KIBLER, CAROL KOOS, CATHY PRATT, BILL WETZEL

NAYES: NONE

ABSENT: PEGGY BURTON

THE MOTION CARRIED UNANIMOUSLY.

XII. Adjournment

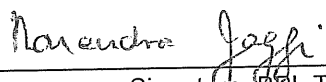
President Jaggi adjourned the meeting at 5:43 p.m.

2014.04

APPROVAL OF BILLS

BILLS LIST

Approved by BPL Board of Trustees, April 15, 2014



Signature, BPL Trustee

Vendor	Line Item	Amount
Ace-Hi Glass Company	Building Mtnc Supplies	302.72
Ameren IP	Electricity	5,247.78
Blue Beacon International, Inc.	Vehicle Maintenance	48.00
Bouda, Georgia	Travel	33.60
Bound to Stay Bound Books	Juvenile Books	285.40
Carrigan, Terry (TKJSEC Enterprises)	Periodicals	1,422.20
Carroll, Rob	Travel	8.96
CDW Government	Computer Supplies	11,043.48
Cengage Learning	Adult Books	462.59
CIRBN, LLC	Other Purchased Services	466.57
City of Bloomington	Dental Insurance	1,134.78
City of Bloomington	FICA	13,988.70
City of Bloomington	Gas & Diesel Fuel	513.47
City of Bloomington	Health Insurance-HMO	12,359.37
City of Bloomington	Health Insurance-PPO	24,122.36
City of Bloomington	IMRF	31,770.46
City of Bloomington	Life Insurance	218.85
City of Bloomington	Medicare	3,439.17
City of Bloomington	Payroll	241,111.26
City of Bloomington	Vision Insurance	288.67
City of Bloomington	Water	491.95
CoLibri Systems North America, Inc.	Library Supplies	3,509.00
Continental Research Corp.	Janitorial Supplies	181.50
Cummins Crosspoint	Vehicle Maintenance	214.47
Cumulus Broadcasting	Advertising	384.04
Custom Digital Imaging	Printing/Binding	1,703.35
Dean's Superior Blueprints	Building Maintenance	2,200.00
Dell Marketing L.P.	Computer Supplies	5,935.67
Evergreen FS, Inc.	Other Property Mtnc	130.00
Findaway World, LLC	A/V Materials	123.22
Frontier	Telecommunications	1,517.32
Genealogical Publishing	Adult Books	52.50
Global Government/Education Solutions, Inc.	Computer Supplies	732.81
Illinois Wesleyan University	Other Purchased Services	754.46
Johnson Controls	Building Maintenance	4,150.00
Learning Express, LLC	Public Access Software	4,817.00
Lower, Mickey	Other Purchased Services	200.00
Mid Illinois Mechanical Services, Inc.	Building Maintenance	184.00
Midwest Mailing & Shipping Systems, Inc.	Office/Equipment Mtnc	137.67
Midwest Tape	A/V Materials	2,976.98
Miller Janitorial Supply	Janitorial Supplies	670.00

Montgomery County Memorial Library System
 Nicor/Northern Illinois Gas
 Oberlander Communications
 Officemax
 Officemax
 OverDrive
 PATH
 Pipeworks, Inc.
 Prenzler Outdoor Advertising
 Rainbow Book Company
 Random House, LLC
 Ricoh, USA, Inc.
 Ron Smith Printing Co.
 Taylor, Pamela (SeaStar Aquascapes)
 ThyssenKrupp Elevator Corp.
 Unique Management Services, Inc.
 Van Gundy Insurance
 Van Gundy Insurance
 Van Gundy Insurance
 Vernon Library Supplies, Inc.
 Weber Electric, Inc.
 West Publishing
 Whited, Jon
 Wild Ones
 Williams, Charles (CW Associates)
 VISA - Adobo Grill
 VISA - Amazon Marketplace
 VISA - Amazon Marketplace
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - American Library Association
 VISA - American Library Association
 VISA - American Library Association
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Bee Coffee Roasters
 VISA - Bill's Key & Lock Shop
 VISA - Bob Evan's Restaurant
 VISA - Bound to Stay Bound Books
 VISA - Bru Burger Bar
 VISA - Café Patachou Park Place
 VISA - Cerulean
 VISA - Chick-Fil-A
 VISA - ChiliFresh.com
 VISA - Comcast
 VISA - Community Link
 VISA - Crowne Plaza Food/Beverage
 VISA - Crowne Plaza Hotel
 VISA - Demco
 VISA - Dollar Tree
 VISA - Dollar Tree

Miscellaneous Expenses	19.98
Natural Gas	4,656.97
Telecommunications	57.50
Janitorial Supplies	(31.32)
Office Supplies	847.53
Ebooks	9,000.00
Professional Development	105.00
Other Capital Improvements	51,854.00
Advertising	300.00
Juvenile Books	2,724.41
A/V Materials	82.50
Rentals	2,118.08
Printing/Binding	120.00
Other Purchased Services	50.00
Building Maintenance	28.09
Other Purchased Services	456.45
Property Insurance	19,400.00
Vehicle Insurance	1,639.00
Worker's Compensation	11,228.00
Library Supplies	1,181.94
Building Maintenance	2,939.17
Adult Books	846.60
Travel	188.16
Other Purchased Services	50.00
Adult Books	104.13
Travel	50.69
A/V Materials	341.49
Computer Supplies	632.50
A/V Materials	268.74
Adult Books	38.23
Computer Supplies	1,054.21
Janitorial Supplies	48.99
Library Supplies	330.92
Library Supplies	39.60
Membership Dues	165.00
Professional Development	25.00
A/V Materials	7,227.52
Adult Books	10,744.08
Juvenile Books	5,691.85
Travel	10.54
Building MtnC Supplies	15.60
Other Purchased Services	50.00
Juvenile Books	507.47
Travel	49.06
Travel	30.14
Travel	37.43
Travel	8.56
Office/Equipment MtnC	1,200.00
Telecommunications	89.95
Advertising	1,095.00
Travel	70.12
Travel	665.64
Other Purchased Services	256.00
Employee Relations	5.00
Janitorial Supplies	6.00

VISA - Dollar Tree
 VISA - Domino's
 VISA - Engraving Express
 VISA - Folkman's Puppets
 VISA - GameStop
 VISA - Gingerbread House
 VISA - Harry & Izzy's
 VISA - Hobby Lobby
 VISA - Hobby Lobby
 VISA - Huck's Food & Fuel
 VISA - Huck's Food & Fuel
 VISA - Illinois Library Association
 VISA - Ingram
 VISA - Jewel
 VISA - Jewel
 VISA - Koldaie Equipment Co
 VISA - Kroger
 VISA - Lowe's
 VISA - Lowe's
 VISA - Lowe's
 VISA - Lowe's
 VISA - Marriott Food & Beverage
 VISA - Marriott Hotel
 VISA - McLean County Chamber of Commerce
 VISA - McLeod
 VISA - Meijer
 VISA - Meijer
 VISA - Monoprice, Inc.
 VISA - Motion Picture Licensing Corp.
 VISA - MSC Industrial Supplies
 VISA - National Seminars/Padgett Thompson
 VISA - NewEgg.com
 VISA - OCLC
 VISA - Office Depot
 VISA - Oriental Trading Co.
 VISA - PanAm Plaza
 VISA - Party City
 VISA - PayPal*Creative Framing & Scrapbooking
 VISA - PayPal*Route 66 Association
 VISA - Rock Bottom Brewery
 VISA - SchoolsIn.com
 VISA - Sprint
 VISA - Starbucks
 VISA - Stone Creek Dining Co
 VISA - Target
 VISA - Tyco Integrated Security, LLC
 VISA - U-Haul Moving & Storage
 VISA - Uline Shipping Supplies
 VISA - USBoerne Books
 VISA - USPS
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart

Office Supplies	2.00
Other Purchased Services	69.93
Office Supplies	96.00
Library Supplies	35.20
Membership Dues	380.30
Library Supplies	12.99
Travel	18.30
Library Supplies	40.95
Other Purchased Services	83.76
Fuel	27.79
Vehicle Maintenance	8.00
Other Purchased Services	93.26
Adult Books	1,755.17
Employee Relations	27.77
Other Purchased Services	57.60
Other Purchased Services	36.00
Other Purchased Services	116.88
Building Mtnc Supplies	43.25
Janitorial Supplies	(4.38)
Office Supplies	24.98
Library Supplies	9.94
Travel	63.88
Travel	761.67
Professional Development	20.00
Telecommunications	132.44
Library Supplies	24.91
Other Purchased Services	51.32
Computer Supplies	105.91
Other Purchased Services	228.38
Library Supplies	14.36
Professional Development	367.50
Computer Supplies	1,347.76
Office/Equipment Mtnc	267.00
Office Supplies	340.86
Other Purchased Services	368.30
Travel	14.00
Other Purchased Services	82.96
Office Supplies	294.15
Membership Dues	50.00
Travel	39.36
Office Supplies	260.79
Telecommunications	309.39
Travel	34.82
Travel	35.52
Library Supplies	3.57
Building Maintenance	232.99
Building Mtnc Supplies	21.80
Building Mtnc Supplies	463.55
Adult Books	123.03
Postage	13.19
Employee Relations	11.93
Janitorial Supplies	37.92
Library Supplies	43.59
Miscellaneous Expenses	50.64
Office Supplies	44.91

VISA - Wal-Mart	Other Purchased Services	293.36
VISA - Wal-Mart	Vehicle Maintenance	9.14
VISA - West Music	Library Supplies	109.70
Total		529,666.14

XZ.A.

**Bloomington Public
Library**

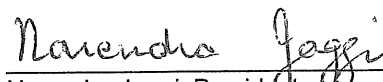
Memo

To: Library Board
From: Georgia Bouda, Director
CC:
Date: 4/9/2014
Re: Pipeworks Change Order

Based on Tim Gilles' explanation, I recommend we accept the change order for \$1380.00 from Pipeworks. Tim had explained that one of the most difficult parts of this project would be how to route the flue from basement to the roof.

Pipeworks has proposed relocating the conduits in order to have a clean vertical path for the flue. The other option was to offset the flue which would have been more of a cost and would have increased the size of the wall in Adult Services.

Approved this 15th day of April 2014


Narendra Jaggi, President

XI.B.

**Bloomington Public
Library**

Memo

To: Library Board
From: Georgia Bouda, Director
CC:
Date: 4/8/2014
Re: Quiet Reading Room

Based on your direction following our tour of the Quiet Reading Room at last month's meeting, I am recommending that future Library Board meetings be held in the Quiet Reading Room. To accomplish this, the following will need to occur:

1. Two rows of magazine shelving will be taken down. Four lounge chairs will be relocated to just outside the Quiet Reading Room into the space freed up by the shelving. The 4 small 2 person tables in the Quiet Reading Room will remain in the room.
2. An electrical outlet will be installed in the floor to allow power in two locations in the table. Customers using laptops in the room will find this a huge benefit.
3. A new 14 foot table racetrack shape will need to be purchased. We already have three quotes: Widmer - \$2,196.87, Henricksen's - \$2,233.86, and KI - \$2,468.96. The lowest is Widmer at \$2,196.87. I have attached a photo of the Hon table proposed. Our will have a light wood looking laminate top and black legs. Twelve office style chairs will be used around the table. We have measured and the table and chairs will fit diagonally in the room.
4. When not in use by the Boards or the Library for meetings, the room will remain open to be used as a Quiet Reading Room.

My recommendation is that the Board approve using the Quiet Reading Room for Board meetings as soon as it is ready.

XI.C

**Bloomington Public
Library**

Memo

To: Library Board
From: Georgia Bouda, Director
CC:
Date: 4/8/2014
Re: Bookmobile

There is not room to locate the 12 six volt batteries and dedicated generator battery that we had proposed in our specifications in our new bookmobile. Matthews has suggested the 8 six volt batteries auxiliary battery bank in this change order as a solution. This results in a credit of \$1355.00. After checking with Michael Swendrowski, our consultant, I recommend we accept this proposal. The change to the shorecord is also a result of the location and space needed. This will result in an additional cost of \$498. Lastly, the laminate that has been selected will result in a slight upcharge of \$53.

These changes result in a final credit of \$804.00 for this change order. I recommend approval of the change order.

XI. D.

BLOOMINGTON PUBLIC LIBRARY
CAPITAL RESERVE FUND TRANSFER

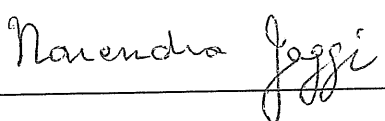
"The plan and purpose for said Capital Reserve Fund shall be for the expansion and improvement of library service by the development of a modern comprehensive library facility through expert studies and/or consultants, purchase of real estate site for buildings, construction of facility or the remodeling, repairing, improving or addition to existing facilities or for the purchase of necessary equipment and materials for or in anticipation of such expanded library facilities or all of these objects."

BE IT RESOLVED THAT \$203,205.50 is to be transferred from the Library Maintenance & Operating Fund into the Capital Reserve Fund for the purpose as defined above.

THAT the Bloomington Public Library, as per policy, will transfer 50% of the unexpended balance of the budgeted funds from the public library Maintenance and Operation Fund.

THAT the updated Capital Reserve Fund Balance is approximately \$2,051,960.08.

Approved by Bloomington Public Library Board of Trustees on the 15th day of April 2014



Narendra Jaggi, President

Bloomington Public Library

Director's Report

May 2014

1. Art Week

There was a nice article on the sale of the circulating art prints and the upcoming Novel Night of Art & Jazz on May 16 in Saturday's Pantagraph. See attached. About 100 tickets have been sold which should cover the cost of the event.

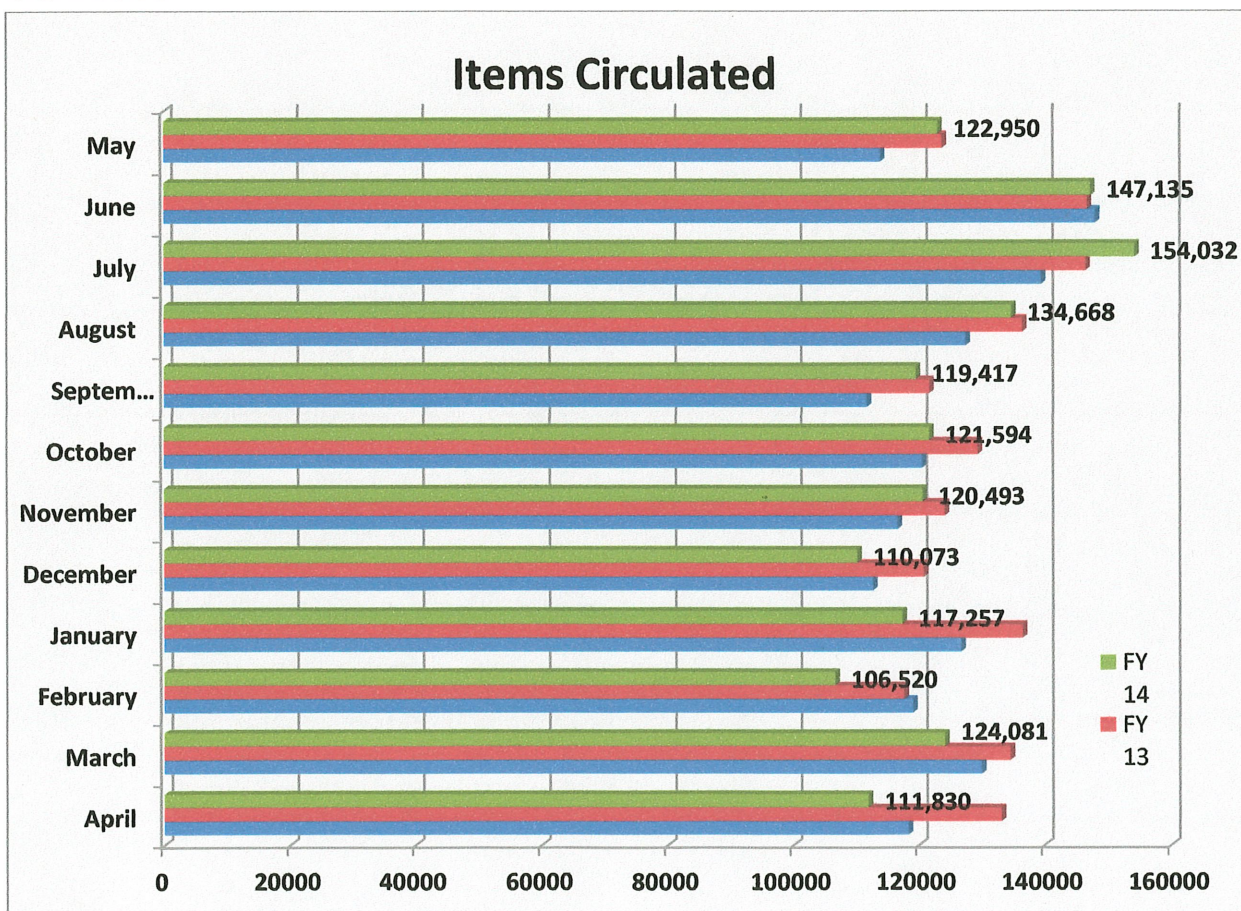
2. Board Development at June Meeting

Please plan on a longer meeting in June. I have scheduled Atty. Phil Lenzini to speak to the Board about the Open Meetings Act, your role as trustees, and the relationship of the City and the Library Board. I would anticipate the meeting lasting until 6:30pm. The Library will provide dinner.

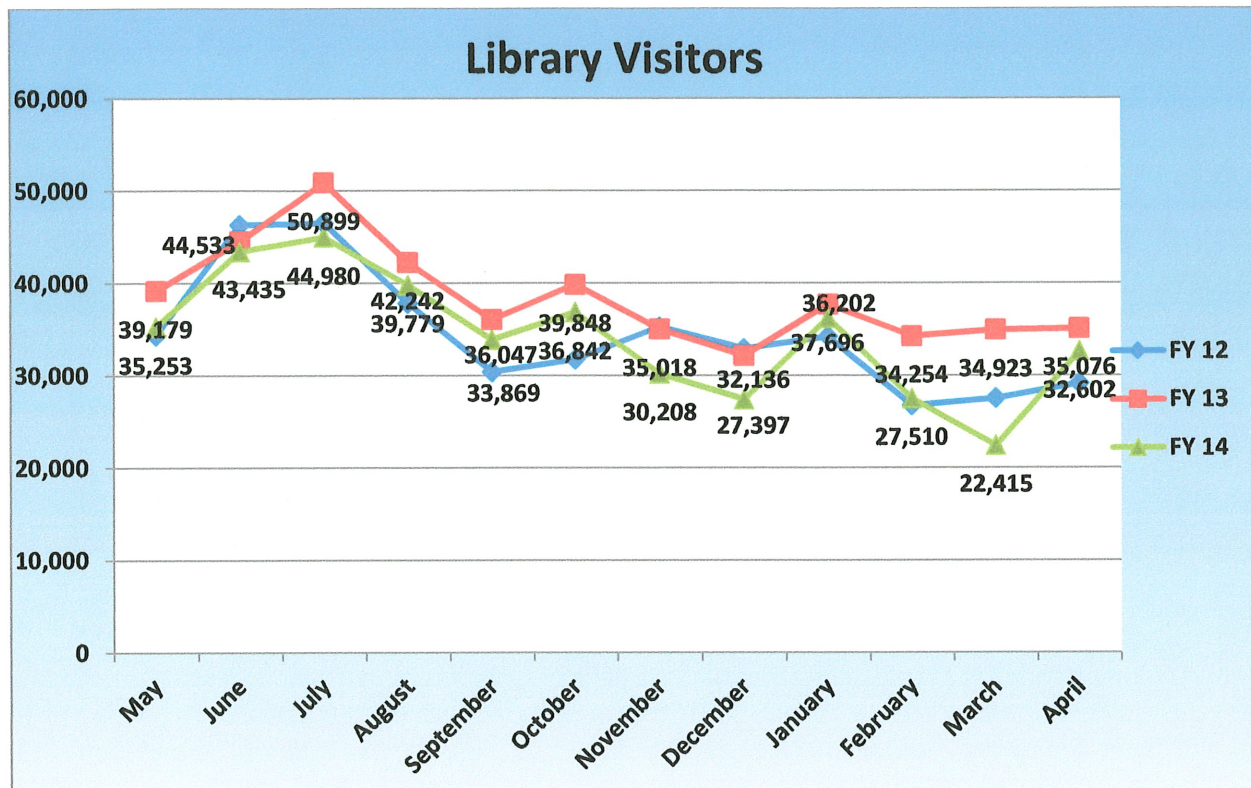
3. Foundation Meeting Time

The Foundation is planning to approve changing the date for their bi-monthly meeting to the third Wednesday of every other month at 12 noon at their next meeting on May 19th. Their bylaws allow them to make this change.

4. Statistics



A total of 111,830 items were borrowed in April 2014 compared to 133,065 items lent in April 2013, bringing the total circulation for FY14 to 1,448,883 compared to 1,570,410 last fiscal year. The Library and Bookmobile had 32,602 visitors in April bringing the total for the fiscal year to 411,492, a large decrease from the 36,267 visitors in April 2013 and the total for FY13 of 463,042. In my opinion, these statistics reflect that the Library's usage is leveling off and that the economy is improving.



Staff answered 4425 questions from customers this month for a total of 54,749 for the fiscal year.

Programs and Attendance in the month of April:

Children Programs and Attendance

Poetry Picnic – 45 attended

Dia de los Ninos

Danca Chi Chi Meca (Mexican dance group) – 76 attended

Faces painted – 175

Crafts made – 297

Goodie bags given – 250

450 estimated for overall attendance because most of the above were only given to children

Lapsit story times – 10 sessions – 67 attended

Toddler story times – 8 sessions – 217 attended

Preschool story times – 5 sessions – 108 attended

2nd Saturday story time – 26 attended

2nd Monday story time – 6 attended

Wiggle Giggle evening story time – 15 attended

Prime Time Literacy Program – 3 sessions – 219 attended

Participated in Books Alive – 278 attended

YWCA visit – 15 attended

Irving K visit – 3 classes – 78 attended

Scott Early Learning Center visit – 12 attended

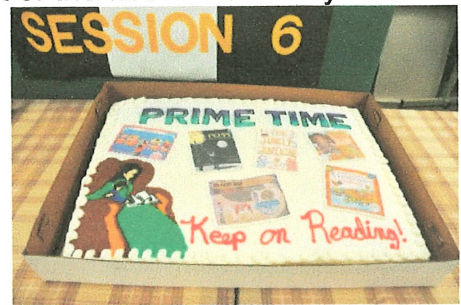
Visit by Stillwell Head Start – 3 classes – 50 attended

Visit by Katie's Kids – 72 attended

Visit by Brigham Head Start – 2 classes – 88 attended

Visit by Milestones Preschool – 17 attended

Visit by Little Jewels Day Care – 86 attended



Teen Programs and Attendance

Anime Now – 2 sessions – 10 attended

Teen Tech Week: Intro to Audrino – 1 session – 15 attended

Project Create: Terrariums – 1 session – 8 attended

Project Create: Cardboard Bots – 1 session – 3 attended

Drop in Wall Poetry in TZ – throughout a week – 0 attended

Gross Out magnetic poetry kit – throughout a week – 6 attended

The Teen Librarian went to the following schools and promoted books to the teens:

Chiddix Junior High: 65

Parkside Junior High: 81

Evans Junior High: 30

Adult Programs and Attendance

Fiction – 1 session – 10 attended

Mystery Book Club – 1 session – 11 attended

Nonfiction Book Club – 1 session – 4 attended

Books on Tap – 1 session – 6 attended

History Book Club – 1 session – 9 attended

Sci Fi Book/Movie Club – 1 session – 6 attended

Classic Movie – 1 session – 12 attended

Small Business Series: Building a Website – 1 session – 11 attended

Books, Hooks, and Needles – 1 session – 1 attended

Marvelous Milkweeds – 1 session – 15 attended

Publishing in a Literary Magazine – 1 session – 11 attended

Storytime for Money Smart Week – 1 session – 19 attended

There were 13 requests for individual appointments with customers this month.

Topics included the usual of job applications, resumes, email, basic computer & Internet skills, and ereaders

5. Prime Time Literacy Program

This month marked the end of our very successful Prime Time Literacy program.

Twenty-six families from several District 87 were recruited for this program. Average attendance at each of the six weekly sessions was 69 family members. BPL was one of four libraries invited to participate in this program. The Library was successful in obtaining grants to cover the \$1000 spent on food for the all sessions.

6. Bed Bugs

We have been very proactive in having Orkin treat the areas of the Library where bed bugs have been identified. The Orkin dogs came back on April 17th and I am pleased to report they found no traces of bed bugs at this time.

7. Project Next Generation

Jon Whited, our IT Manager, took the 3D printer to Centralia recently to demonstrate how it works and how we have used it in PNG programs with teens.

Respectfully submitted,
Georgia Bouda, Director



BPL's collection of art prints going on sale

MAY 11, 2014 6:30 AM • [RACHEL WELLS RWELLS@PANTAGRAPH.COM](mailto:RACHEL.WELLS@PANTAGRAPH.COM)

BLOOMINGTON — Years ago, one of Bloomington Public Library's circulating collections offered a window into the world of art for those who couldn't visit the best art museums.

But today the library's circulating art collection — a series of 80 or 90 large art prints, or posters — aren't as hot an item.

"Now, you can look at art from the Louvre on your computer," said Library Director Georgia Bouda, noting each year only about a dozen or so prints get checked out — and the library is crunched for space.

As a result, the library is selling the prints and kicking off the sale by hosting "A Novel Night of Art and Jazz" on from 6 p.m. to 9 p.m. May 16 at the library, 205 E. Olive St.

The event also will feature a display of the library's Nora H. McCurdy Memorial Art Collection, live jazz music from Glenn Wilson's four-piece band, hors d'oeuvres by A. Renee and a cash bar. Tickets cost \$15 per person, or \$25 for two, and are available until 9 p.m. Monday at the library's circulation desk, or from the bookmobile.

"We'd like to hang some of our own art collection, and these are not going out very much anymore, so we thought we'd sell them and they would be fine for people who want some for their home or office," Bouda said.

The circulating art collection includes posters of artwork ranging from Claude Monet's "Water Lilies" to Ansel Adams' "Pine Forest in the Snow."

Those who attend the Novel Night of Art and Jazz will have the first chance to bid on the prints, or buy them outright. Any not spoken for at the end of the evening will go up for a silent auction in the library's community room through 2 p.m. May 24.

While the library's circulating art prints will go to the highest bidder, the library is hanging on to its McCurdy Art Collection that will be on display in its entirety during next week's event.

The collection includes several dozen sketches and etchings by artists, including Edgar Decas, Francisco Goya and James Whistler, and is typically scattered throughout the library, including in rooms not readily accessible to the general public.

The McCurdy Art Collection was donated to the Withers Public Library, BPL's predecessor, by Laura McCurdy in 1922.

BLOOMINGTON PUBLIC LIBRARY
FY 2014 FISCAL REPORT

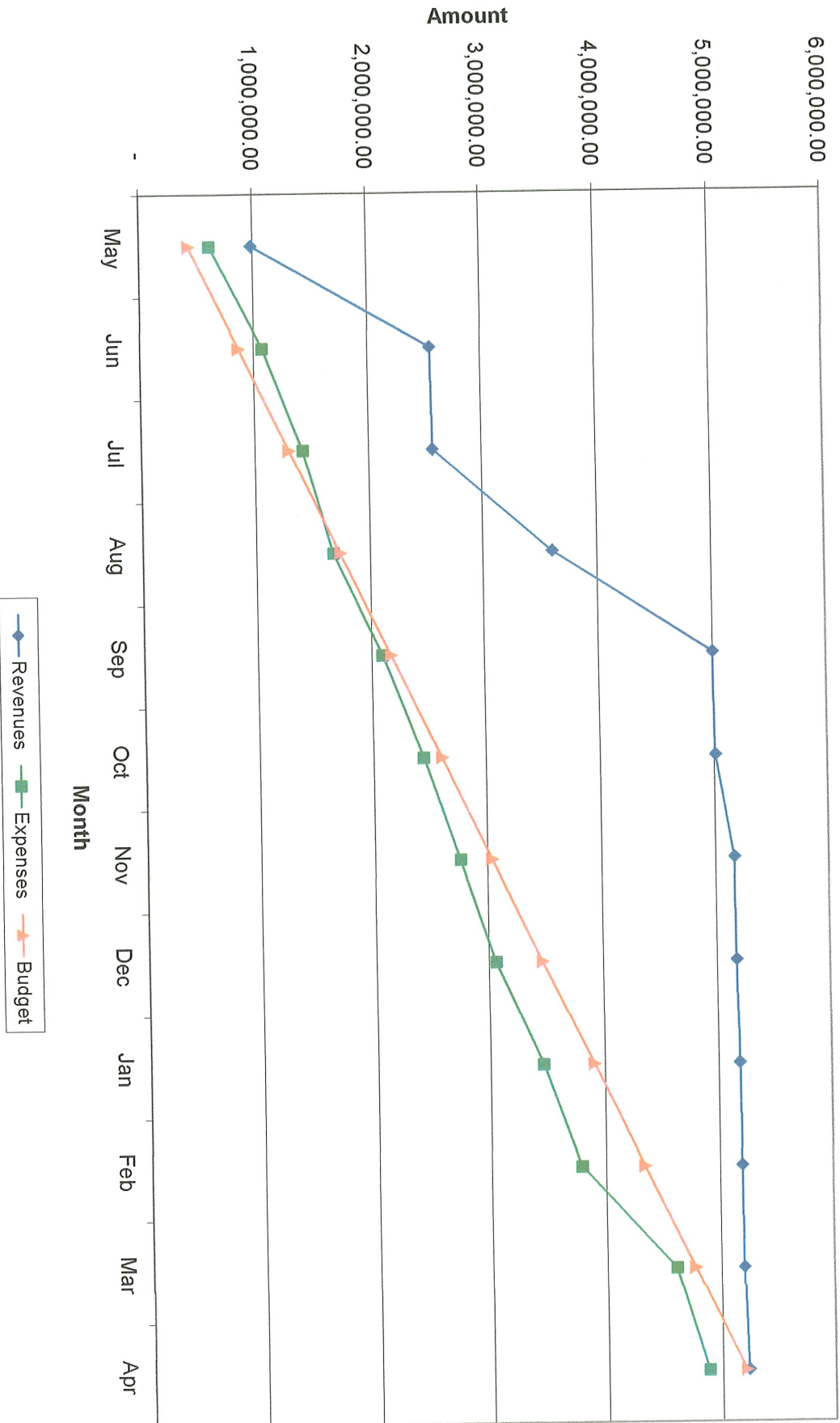
REVENUES:

ACCT NAME	BUDGET	APR 2014	YR-TO-DATE	AMOUNT OVER/UNDER	% RECEIVED
Property Tax	4,513,477	0.00	4,508,035.24	(5,441.76)	99.9
Replacement Tax	130,400	0.00	130,400.00	0.00	100.0
State Grants	77,000	0.00	78,728.27	1,728.27	102.2
GPPLD	380,000	0.00	363,927.62	(16,072.38)	95.8
Fees & Rentals	80,000	6,097.91	84,468.35	4,468.35	105.6
Copies	3,600	311.55	4,008.40	408.40	111.3
Interest on Investments	3,000	80.79	665.36	(2,334.64)	22.2
Interest from Taxes	0	0.00	52.18	52.18	-----
Sale of Property	1,000	0.00	841.83	(158.17)	84.2
Donations	10,000	16,217.20	20,880.28	10,880.28	208.8
Other Private Grants	0	0.00	1,000.00	1,000.00	-----
Cash Over/Short	0	4.67	38.41	38.41	-----
Other	14,000	2,933.04	41,258.21	27,258.21	294.7
Total Revenues	5,212,477	25,645.16	5,234,304.15	21,827.15	100.4

ACCT NAME	BUDGET	APR 2014	YR-TO-DATE	AMOUNT OVER/UNDER	% SPENT
Full-Time Salaries	1,877,650	75,100.06	1,768,880.63	(108,769.37)	94.2
Part-Time Salaries	381,725	20,941.99	355,049.28	(26,675.72)	93.0
Seasonal Salaries	35,990	871.57	35,150.02	(839.98)	97.7
Overtime Salaries	1,100	0.00	0.00	(1,100.00)	0.0
Other Salaries	0	0.00	4,971.34	4,971.34	-----
Total Sals & Wages	2,296,465	96,913.62	2,164,051.27	(132,413.73)	94.2
Dental Insurance	11,050	393.54	9,918.78	(1,131.22)	89.8
Vision Insurance	2,600	99.21	2,371.21	(228.79)	91.2
Health Insurance, BC/BS PPO	234,700	7,800.41	203,402.37	(31,297.63)	86.7
Health Insurance, OSF HMO	79,100	4,119.79	96,092.54	16,992.54	121.5
Life Insurance	3,900	233.52	2,831.60	(1,068.40)	72.6
IMRF	299,300	11,174.91	289,526.88	(9,773.12)	96.7
FICA	142,320	5,704.38	130,068.88	(12,251.12)	91.4
Medicare	33,290	1,334.15	30,587.48	(2,702.52)	91.9
Worker's Comp	30,000	0.00	8,991.00	(21,009.00)	30.0
Uniforms	600	0.00	193.73	(406.27)	32.3
Tuition Reimb	10,000	0.00	7,512.00	(2,488.00)	75.1
Other Benefits	30,000	0.00	0.00	(30,000.00)	0.0
Total Benefits	876,860	30,859.91	781,496.47	(95,363.53)	89.1
Rentals	26,000	1,831.11	18,848.80	(7,151.20)	72.5
Total Rentals	26,000	1,831.11	18,848.80	(7,151.20)	72.5
Building Mtnc	125,000	19,029.68	58,050.45	(66,949.55)	46.4
Vehicle Mtnc	20,000	530.38	3,958.50	(16,041.50)	19.8
Office & Computer Mtnc	155,000	765.37	146,407.22	(8,592.78)	94.5
Other Mtnc	25,000	0.00	1,462.12	(23,537.88)	5.8
Total Repair/Mtnc	325,000	20,325.43	209,878.29	(115,121.71)	64.6

ACCT NAME	BUDGET	APR 2014	YR-TO-DATE	AMOUNT OVER/UNDER	% SPENT
Advertising	15,000	6,025.53	18,381.47	3,381.47	122.5
Printing/Binding	17,000	703.75	14,678.03	(2,321.97)	86.3
Travel	13,200	670.06	4,996.68	(8,203.32)	37.9
Membership Dues	8,500	520.00	4,944.99	(3,555.01)	58.2
Professional Development	12,000	1,122.00	5,740.50	(6,259.50)	47.8
Other Purchased Services	90,000	8,490.37	74,505.12	(15,494.88)	82.8
Property Insurance	25,000	0.00	19,352.00	(5,648.00)	77.4
Vehicle Insurance	6,000	0.00	1,639.00	(4,361.00)	27.3
Other Insurance	3,600	0.00	4,889.00	1,289.00	135.8
Total Purchased Services	190,300	17,531.71	149,126.79	(41,173.21)	78.4
Office Supplies	52,000	8,101.31	15,620.75	(36,379.25)	30.0
Computer Supplies	80,000	23,401.13	72,891.28	(7,108.72)	91.1
Copier Supplies	6,000	0.00	2,298.99	(3,701.01)	38.3
Postage	28,000	(5.10)	10,832.04	(17,167.96)	38.7
Library Supplies	77,500	11,437.04	69,186.75	(8,313.25)	89.3
Janitorial Supplies	13,500	3,192.65	15,181.77	1,681.77	112.5
Gas & Diesel Fuel	8,000	1,091.39	7,664.51	(335.49)	95.8
Building Mtnc & Repair Supplies	7,500	2,149.10	12,879.15	5,379.15	171.7
Total Supplies	272,500	49,367.52	206,555.24	(65,944.76)	75.8
Natural Gas	40,000	811.73	42,444.00	2,444.00	106.1
Electricity	105,000	5,999.21	80,730.25	(24,269.75)	76.9
Water	7,500	765.62	8,489.59	989.59	113.2
Telecommunications	30,000	2,360.72	25,434.02	(4,565.98)	84.8
Total Utilities	182,500	9,937.28	157,097.86	(25,402.14)	86.1
Professional Collection	7,000	22.50	3,978.23	(3,021.77)	56.8
Total Prof Collection	7,000	22.50	3,978.23	(3,021.77)	56.8
Periodicals	32,000	10,539.82	30,861.97	(1,138.03)	96.4
Adult Books	165,300	13,275.75	162,824.91	(2,475.09)	98.5
Children's Books	120,300	6,436.58	116,281.10	(4,018.90)	96.7
A/V Materials	167,100	12,540.57	168,568.49	1,468.49	100.9
Public Access Software	178,800	2,175.00	134,348.95	(44,451.05)	75.1
Ebooks	33,300	0.00	51,300.00	18,000.00	154.1
Total Materials	696,800	44,967.72	664,185.42	(32,614.58)	95.3
Employee Relations	5,000	2,263.94	3,764.83	(1,235.17)	75.3
Miscellaneous Expenses	12,000	703.32	4,584.12	(7,415.88)	38.2
ERI Reimbursement	36,732	0.00	36,732.00	0.00	100.0
Fixed Asset Fund Transfer	170,768	0.00	370,768.00	200,000.00	217.1
To Capital Fund	114,552	0.00	114,552.00	0.00	100.0
Total Other Expenses	339,052	2,967.26	530,400.95	191,348.95	156.4
Total Expenses	5,212,477	274,724.06	4,885,619.32	(326,857.68)	93.7

BPL FY 2013-2014



EXPLANATIONS FOR VARIANCES IN EXCESS OF 5%
(Variance of 95.0% to 105.0% is acceptable)
April 2014

Fees & Rentals (105.6%): This is higher than projected due to the success of the collection agency.

Copies (111.3%): Copies are higher than projected due to allowing the public to make color copies at a higher price than the black and white copies.

Interest on Investments (22.2%): Interest rates are still low.

Sale of Property (84.2%): This is a little less than projected because the Library has only had one computer sale to the public this year.

Donations (208.8%): This reflects the donation given to the Library from the Foundation that was earmarked as being from the former Friends of the Library to help fund the 2013 Summer Reading Program.

Other (294.7%): This is over the projected amount due to the sale of items from the Book Shoppe.

Full-Time Salaries (94.2%): This is just slightly under-spent at this point due to one more partial payroll that is not included yet.

Part-Time Salaries (93.0%): This is just slightly under-spent at this point due to two more payrolls that are not included yet.

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

Dental Insurance (89.8%): This is under-spent because fewer staff enrolled in the program than projected.

Vision Insurance (91.2%): This is under-spent because fewer staff enrolled in the program than projected.

Health Insurance - PPO (86.7%): This is under-spent because fewer staff than expected have enrolled in this program.

Health Insurance - HMO (121.5%): This is over-spent because more staff enrolled in this program than projected.

Life Insurance (72.6%): Charges have been minimal.

FICA (91.4%): This is under-spent because some salary line items are under-spent.

Medicare (91.9%): This is under-spent because some salary line items are under-spent.

Worker's Compensation (30.0%): The annual worker's compensation premium came in at less than projected. In addition, based on the 2013 worker's compensation audit, the Library received a refund of \$2,153.00.

Uniforms (32.3%): Charges have been minimal.

Tuition Reimbursement (75.1%): We recently paid the spring tuition for two staff enrolled in the MLS program at the U of I.

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

Rentals (72.5%): Charges have been minimal.

Building Maintenance (46.4%): Charges have been minimal.

Vehicle Maintenance (19.8%): Charges have been minimal.

Office/Equipment Maintenance (94.5%): Charges have been minimal.
Other Property Maintenance (5.8%): Charges have been minimal.
Advertising (122.5%): We elected to pay for a jingle general advertising. We were able to do this because we were under-spent in other line items.
Printing/Binding (86.3%): Charges have been minimal.
Travel (37.9%): Charges have been minimal.
Membership Dues (58.2%): Charges have been minimal.
Professional Development (47.8%): Charges have been minimal.
Other Purchased Services (82.8%): Charges have been minimal.
Property Insurance (77.4%): The annual premium for property insurance was less than projected.
Vehicle Insurance (27.3%): the annual premium for vehicle insurance was less than projected.
Other Insurance (135.8%): This was higher than what we projected.
Office Supplies (30.0%): Charges have been minimal.
Computer Supplies (91.1%): Charges have been minimal.
Copier Supplies (38.3%): Charges have been minimal.
Postage (38.7%): Charges have been minimal.
Library Supplies (89.3%): Charges have been minimal.
Janitorial Supplies (112.5%): This line item is over-spent because of the need to purchase necessary cleaning supplies.
Building Maintenance Supplies (171.7%): This is higher than projected due to the purchase of additional ice melt.
Natural Gas (106.1%): This is over-spent because of the high winter heating bills.
Electricity (76.9%): Charges have been minimal.
Water (113.2%): This is over-spent at this point because of the watering that was done over the summer months.
Telecommunications (84.8%): Charges have been minimal.
Professional Collection (56.8%): Charges have been minimal.
Public Access Software (75.1%): Charges have been minimal.
Ebooks (154.1%): The Library deposited additional funds into the OverDrive account, based on customer demand for downloadable materials.
Employee Relations (75.3%): Charges have been minimal.
Miscellaneous Expenses (38.2%): Charges have been minimal.
Fixed Asset Fund Transfer (217.1%): A second transfer was made.

The Donations line item breaks out as follows:

Summer Reading Program, Community Donations	
For 2013:	\$ 2,405.00
Summer Reading Program, Community Donations	
For 2014:	180.00
Former Friends of BPL (through Foundation):	15,437.20
Fountain Receipts:	8.08
State Farm Good Neighbor Grant (Nancy Miller & Denyce Berg):	1,500.00
Unitarian Universalist Church, Donation for	
Spanish Books:	400.00
Memorial Donations:	200.00

Central Ill Downs Syndrome Assoc, Donation	200.00
For Books:	250.00
Luther Oaks, Donation for Bi-Folkal Kits:	300.00
Miscellaneous:	\$20,880.28
Total Donations:	

The Other Revenue line item breaks out as follows:

Print Station:	\$ 9,752.35
Book Shoppe:	19,795.00
Sale of Reusable Bags:	306.00
Sale of Sling Backpacks:	625.75
Sale of Earbuds:	983.00
Sale of Flashdrives:	165.75
Sale of CD-R's:	48.00
Sale of Totebags:	0.00
Hot Beverage Station:	1,173.00
Test Proctoring:	1,580.00
Meeting Room Fees:	827.50
B Logistics Revenue:	2,723.17
Amazon.com (Online materials sales):	1,434.64
Novel Night of Art & Jazz Ticket Sales:	165.00
Bloomington-Normal-Opoly Game:	400.00
Miscellaneous:	1,279.05
Total Other Revenue:	\$41,258.21

During April, 14 batches containing 146 invoices were processed, totaling \$234,232.35 and 213 credit card charges were made totaling \$47,039.14.

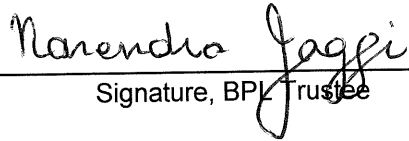
Library Fund Balance Information, 4/30/14:

Operating:	\$ 564,316.34
Capital:	\$ 1,848,776.56
Fixed Assets:	\$ 1,228,605.24

APPROVAL OF BILLS

BILLS LIST

Approved by BPL Board of Trustees, May 20, 2014


Signature, BPL Trustee

Vendor	Line Item	Amount
Ameren IP	Electricity	5,999.21
Bouda, Georgia	Travel	284.00
Carpet Weaver's	Building Maintenance	3,115.00
CDW Government	Computer Supplies	8,742.91
CDW Government	Office/Equipment Mtn	149.62
Cengage Learning	Adult Books	497.88
Children's Plus	Juvenile Books	2,729.63
CIRBN, LLC	Other Purchased Services	933.12
City of Bloomington	Dental Insurance	393.54
City of Bloomington	FICA	5,704.38
City of Bloomington	Gas & Diesel Fuel	583.97
City of Bloomington	Health Insurance-HMO	4,119.79
City of Bloomington	Health Insurance-PPO	7,800.41
City of Bloomington	IMRF	11,174.91
City of Bloomington	Life Insurance	233.52
City of Bloomington	Medicare	1,334.15
City of Bloomington	Payroll	96,913.62
City of Bloomington	Vehicle Maintenance	482.38
City of Bloomington	Vision Insurance	99.21
City of Bloomington	Water	765.62
City of Bloomington - Petty Cash	Adult Books	49.95
City of Bloomington - Petty Cash	Building Mtn Supplies	10.29
City of Bloomington - Petty Cash	Employee Relations	79.98
City of Bloomington - Petty Cash	Miscellaneous Expenses	150.00
City of Bloomington - Petty Cash	Office Supplies	2.13
Comcast	Telecommunications	99.85
Cumulus Broadcasting	Advertising	1,500.00
Dell Marketing L.P.	Computer Supplies	10,581.56
Dell Marketing L.P.	Office/Equipment Mtn	455.51
Demco	Library Supplies	613.01
DePriest Puppets	Other Purchased Services	400.00
Ebsco Subscription Services	Public Access Software	5,035.00
Findaway World, LLC	A/V Materials	203.95
Frontier	Telecommunications	1,734.51
Getz Fire Equipment	Building Maintenance	592.00
Halfar, Laurel	Travel	33.00
HOH Water Technology	Building Maintenance	1,546.31
Hunzeker Service Agency	Building Mtn Supplies	729.00
Illinois State University	Advertising	2,000.00
Illinois Wesleyan University	Other Purchased Services	539.40
J Spencer Construction, LLC	Building Maintenance	6,915.00

Mid Illinois Mechanical Services, Inc.
 Midwest Tape
 Miller Janitorial Supply
 Miller Janitorial Supply
 Morris Granite Co.
 Nicor/Northern Illinois Gas
 Officemax
 Officemax
 Officemax
 Pipeworks, Inc.
 POS Supply Solutions, Inc.
 Proquest
 Reaching Across Illinois Library System
 Recorded Books, Inc.
 Recorded Books, Inc.
 Ricoh, USA, Inc.
 Select Screen Prints & Embroidery, Inc.
 Short, Paul
 Sirsi-Dynix
 Taylor, Pamela (SeaStar Aquascapes)
 ThyssenKrupp Elevator Corp.
 Torrens, Carol
 Tumbleweed Press
 Unique Management Services, Inc.
 Van Gundy Insurance
 Vernon Library Supplies, Inc.
 Weber Electric, Inc.
 White Oak Library District
 Widmer Interiors
 Zona, Kirstin Hotelling
 VISA - Amazon Marketplace
 VISA - Amazon Marketplace
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - Amazon.com
 VISA - American Airlines
 VISA - Baker & Associates
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Baker & Taylor Books
 VISA - Beck's Family Florist
 VISA - Best Buy
 VISA - Brochure Holders4U
 VISA - Buyonlinenow.com
 VISA - Children's Plus
 VISA - Clearly Windows
 VISA - Comcast
 VISA - Cookies by Design
 VISA - DearReader.com
 VISA - Displays2Go
 VISA - Don Smith Paint Company
 VISA - EMedCo
 VISA - Euro-Pro Operating, LLC
 VISA - Facebook
 VISA - Fox & Hound Day Spa

Building Maintenance	836.25
A/V Materials	1,351.09
Janitorial Supplies	1,510.91
Office/Equipment Mtnc	160.24
Building Maintenance	3,300.00
Natural Gas	811.73
Computer Supplies	79.75
Employee Relations	10.96
Office Supplies	956.38
Other Capital Improvements	66,692.00
Library Supplies	4,011.89
Periodicals	8,800.00
Professional Collection	22.50
A/V Materials	609.99
Periodicals	1,762.87
Rentals	1,831.11
Other Purchased Services	722.50
Computer Supplies	112.36
Office/Equipment Mtnc	29,881.48
Other Purchased Services	62.00
Building Maintenance	28.09
Travel	33.00
Public Access Software	299.50
Other Purchased Services	563.85
Worker's Compensation	1,089.10
Library Supplies	259.75
Building Maintenance	9,544.68
Miscellaneous Expenses	20.00
Office Supplies	6,572.24
Other Purchased Services	100.00
Computer Supplies	26.09
Library Supplies	425.69
A/V Materials	718.17
Adult Books	88.29
Computer Supplies	92.80
Travel	427.00
Advertising	2,500.00
A/V Materials	6,981.27
Adult Books	10,068.39
Juvenile Books	4,851.75
Employee Relations	39.95
Computer Supplies	1,799.90
Library Supplies	131.70
Janitorial Supplies	361.40
Juvenile Books	351.15
Building Maintenance	1,200.00
Telecommunications	99.85
Other Purchased Services	25.00
Other Purchased Services	3,699.00
Library Supplies	168.00
Building Mtnc Supplies	689.00
Building Mtnc Supplies	125.67
Building Mtnc Supplies	82.80
Advertising	25.53
Other Purchased Services	100.00

VISA - Gaylord Brothers
 VISA - Hobby Lobby
 VISA - Illinois Library Association
 VISA - Ingram
 VISA - It's Poppin Gourmet Popcorn
 VISA - Jewel
 VISA - Jewel
 VISA - Jewel
 VISA - Kelly's Bakery & Café
 VISA - Kirby Risk Electrical Supplies
 VISA - Kmart
 VISA - Kmart
 VISA - Kmart
 VISA - Kroger
 VISA - LD-Inkjets
 VISA - Logmein.com
 VISA - Lowe's
 VISA - Lowe's
 VISA - Lupita's Hispanic American Grocery
 VISA - Marco's Pizza
 VISA - McLean County Chamber of Commerce
 VISA - National Seminars/Padgett Thompson
 VISA - Owen Nursery & Florist
 VISA - Paetec Communications
 VISA - Party City
 VISA - PayPal*LA Linen
 VISA - Potbelly
 VISA - Progressive Gifts & Incentives
 VISA - SchoolsIn.com
 VISA - Sears
 VISA - Skoot Shuttle Service
 VISA - Sprint
 VISA - SteamGames.com
 VISA - Stu Stumps
 VISA - Synergy Management, LLC
 VISA - Things Remembered
 VISA - Things Remembered
 VISA - Things Remembered
 VISA - Trash Cans Warehouse
 VISA - Uline Shipping Supplies
 VISA - UPS Store
 VISA - USPS
 VISA - Viva La Flora
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Wal-Mart
 VISA - Weaver's Rent All
 VISA - Zoup

Total

Library Supplies 118.57
 Library Supplies 390.80
 Membership Dues 510.00
 Adult Books 747.21
 Other Purchased Services 25.00
 Employee Relations 49.99
 Janitorial Supplies 23.94
 Office Supplies 11.54
 Other Purchased Services 25.00
 Building MtnC Supplies 54.00
 Building MtnC Supplies 35.42
 Janitorial Supplies 144.12
 Other Purchased Services 1.19
 Other Purchased Services 42.68
 Computer Supplies 2,165.29
 Computer Supplies 199.00
 Building MtnC Supplies 275.42
 Janitorial Supplies 372.74
 Other Purchased Services 32.99
 Employee Relations 175.03
 Professional Development 903.00
 Professional Development 199.00
 Building MtnC Supplies 228.19
 Telecommunications 122.92
 Other Purchased Services 144.87
 Library Supplies 531.37
 Other Purchased Services 25.00
 Library Supplies 590.00
 Library Supplies 186.89
 Building MtnC Supplies 44.98
 Travel 41.00
 Telecommunications 308.87
 Computer Supplies 646.25
 Other Purchased Services 634.74
 Library Supplies 346.70
 Employee Relations 400.00
 Membership Dues 10.00
 Other Purchased Services 140.00
 Janitorial Supplies 56.99
 Janitorial Supplies 358.29
 Computer Supplies 23.54
 Postage 7.70
 Other Purchased Services 25.00
 Library Supplies 125.66
 Office Supplies 150.83
 Other Purchased Services 501.52
 Rentals 129.20
 Other Purchased Services 25.00

374,749.38

BLOOMINGTON PUBLIC LIBRARY
DONATIONS RECEIVED
FY 14

SOURCE	1st QTR	2nd QTR	3rd QTR	4th QTR	YTD TOTAL
Summer Reading Program Community Donations:					
Bloomington Education Association	500.00				500.00
Clemens & Associates	150.00				150.00
Copy Shop	225.00				225.00
Don Owen Tire Service	100.00				100.00
Golden Prairie Public Library District	1,000.00				1,000.00
Heartland Bank & Trust	100.00				100.00
Kathy Alwes-Petri, American Family Insurance	30.00				30.00
Kurt's Autobody Repair Shop	250.00				250.00
Specs Around Town	50.00				50.00
Total Summer Reading Program Community Donations	2,405.00	0.00	0.00	0.00	2,405.00
Memorial Donations:					
	0.00		125.00	75.00	200.00
Total Memorial Donations	0.00	0.00	125.00	75.00	200.00
Other Donations:					
Patsy Bowles, Flowers for Library Grounds	27.99				27.99
Fountain Receipts	4.30	3.78			8.08
State Farm Good Neighbor Grant, Nancy Miller	500.00			500.00	1,000.00
State Farm Good Neighbor Grant, Denyce Berg	500.00				500.00
Golden Prairie Public Library District	50.00				50.00
McLean Co Retired Teachers Association	25.00				25.00
Audrey Hart	15.00				15.00
Don Sides		50.00			50.00
Unitarian Universalist Church			400.00		400.00
Verlyn Zachow			50.00		50.00
Luther Oaks			250.00		250.00
Central Illinois Downs Syndrome Organization			200.00		200.00
Ruth Hargis			10.00		10.00
Champaign-Urbana Herb Society				100.00	100.00
Total Other Donations	1,122.29	53.78	0.00	600.00	2,686.07
Foundation:					
Staff Development Day	195.44				195.44
Summer Reading Program, 2013		1,062.68		15,437.32	16,500.00
Literacy Stations (from Wine Gala Funds)		6,400.00			6,400.00
Ebooks for Children (from Putt With the Prose, 2013)		4,360.00			4,360.00
Staff Appreciation Day			2,215.89		2,215.89
Total Foundation	195.44	11,822.68	2,215.89	15,437.32	29,671.33
Total Donations	3,722.73	11,876.46	2,340.89	16,112.32	34,962.40

Bloomington Public Library
Monthly Statistics - April 2014

	Current Month	Cumulative	Last Year	Cumulative
CIRCULATION				
Adults	56,155	713,137	64,253	751,102
Teens	2,938	39,654	3,799	41,651
Children	41,462	610,068	54,146	652,093
OTR Adults	2,581	28,128	2,690	32,925
OTR Teens	165	1,589	157	1,759
OTR Children	3,951	43,008	3,870	48,834
e-Books - Freading	39	362	2,907	30,475
e-Books - Overdrive	3,484		N/A	N/A
Freegal downloads	654	8,628	923	9,697
Zinio Magazines	401	4,309	320	1,874
TOTALS				
Adults	58,736	741,265	66,943	784,027
Teens	3,103	41,243	3,956	43,410
Children	45,413	653,076	58,016	700,927
Digital Downloads	4,578	13,299	4,150	42,046
COMBINED TOTAL	111,830	1,448,883	133,065	1,570,410
ITEMS IN THE COLLECTION				
Main	287,346	287,346	278,227	278,227
OTR	12,282	12,282	13,179	13,179
TOTAL	299,628	299,628	291,406	291,406
HOLDS FILLED	8,111	95,215	7,741	85,162
CARDHOLDERS				
Added	363	5,617	502	7,026
TOTAL BY TYPE	38,088			
Adults	28,121	28,121	17,011	17,011
Teens	2,452	2,452	1,998	1,998
Children	7,141	7,141	8,248	8,248
Combined Total of Active Cards	37,714	37,714	27,257	27,257
REFERENCE QUESTIONS				
Adults	2,680	34,518	2,977	37,563
Teens	69	861	56	356
Children	905	12,009	992	12,199
OTR	89	847	97	2,734
Circulation	682	6,514	601	12,624
	4,425	54,749		
PROGRAMS				
Story Times	26	179	21	151
Adult	11	155	12	213
Teens	7	82	7	77
Juvenile	2	52	11	53
Outreach Adult	0	0	0	0
Outreach Teen	0	0	0	0
Outreach Juvenile	0	0	0	0
PROGRAM ATTENDANCE				
Story Times	425	3,404	360	3,498

Bloomington Public Library
Monthly Statistics - April 2014

	Current Month	Cumulative	Last Year	Cumulative
Adult Programs	100	1,951	106	2,435
Teen Programs	42	530	38	767
Juvenile Programs	495	4,468	884	5,027
Outreach Adult	0	0	0	0
Outreach Teen	0	0	0	0
Outreach Juvenile	0	0	0	0
SUMMER READING PARTICIPANTS				
CHILDREN				
Registered	0	4,458	0	4,696
Completed	0	2,635	0	2,832
TEENS				
Registered	0	822	0	783
Completed	0	387	0	431
ADULTS				
Registered	0	2,261	0	2,361
Completed	0	1,077	0	1,208
TOTAL				
Registered	0	7,541	0	7,840
Completed	0	4,099	0	4,471
COMPUTER USE				
Public computer uses	4,774	60,399	3,964	64,461
Website database/catalog hits	14,683	111,329	12,616	127,548
Online Resource (Database) uses	3,028	47,389	3,560	50,032
TOTAL	22,485	219,117	20,140	242,041
INTERLIBRARY LOAN				
Borrowing Requests Received	441	4,800	428	4,776
Outgoing Loans (Lending)	310	3,245	274	3,459
CONTACTS w/ COMMUNITY GROUPS				
Inside the library (events)	9	89	0	101
Outside the library (events)	14	100	5	96
Number of people	1,120	14,131	281	16,743
VOLUNTEER HOURS	187	2,048	269	1,799
MEETING ROOM USAGE				
Study Room	78	829	78	1,078
Digital Media Lab	40	517	14	14
Customer Visits (MAIN)	31,449	398,545	35,076	449,491
Customer Visits (OTR)	1,153	12,947	1,191	13,551
COMBINED TOTAL VISITS	32,602	411,492	36,267	463,042
TRAINING HOURS	74	959	92	1,397

Golden Prairie Public Library District
Board of Trustees Meeting
March 19, 2014

5:00 p.m.

Minutes

- I. Call to Order
In President Ives' absence, Vice President Gray called the meeting to order at 5:00 p.m.
- II. Roll Call
MEMBERS PRESENT: Carol Carey-Odekirk, Carolyn Dail, Lynn Gray, Patti Salch

MEMBERS ABSENT: Tim Ervin, Adrienne Ives, Stephen Peterson

OTHERS PRESENT: Georgia Bouda, Laura Golaszewski, Kathy Jeakins, Caprice Prochnow
- III. Introductions & Public Comment
There were no introductions or public comments.
- IV. Approval of Minutes
A. February 19, 2014
PATTI SALCH MOVED, CAROLYN DAIL SECONDED, TO APPROVE THE MINUTES FROM THE FEBRUARY 19, 2014 MEETING. THE MOTION CARRIED UNANIMOUSLY.
- V. President's Report
Vice President Gray reminded Board members that the Open Meetings Act certification needs to be completed.
- VI. Staff Reports
A. Director's Report
Director Bouda shared that the BPL Board approved the Art Week Event for May 16. The ticket price will be \$15 per person or 2 for \$25. There will be a cash bar for wine and beer and Glenn Wilson and the Jazz Maniacs will be the entertainment. Director Bouda shared that the circulating artwork that is being sold will be displayed in the Community Room and the McCurdy collection will be displayed on the upper level.
Director Bouda stated that the BPL Board did take a look at the Quiet Reading Room to see if would be feasible for future board meetings. They were agreeable to the idea and asked Director Bouda to proceed with further plans for the room.
Director Bouda shared that a change order was approved by the BPL Board for Matthews Specialty Vehicles to replace the slanted shelves for magazines with

standard shelving on the new bookmobile as paper magazines will most likely be electronic within 5 years.

B. Outreach Report

Laura Golaszewski stated that the bookmobile was off the road quite a bit in February due to weather and some mechanical issues.

Laura distributed the May-October bookmobile schedule to the Board members, sharing that on a few stops, they changed the parking location of the stop for better connectivity.

Laura shared that Rachel Park has obtained her learner's permit and she has started driving the bookmobile. Rob Carroll will be taking his test to obtain a learner's permit. She went on to say that Michelle Cope is the new, full-time LTA in Circulation and she too will eventually be driving the bookmobile.

C. Fiscal Report

Kathy Jeakins shared that she had received notice of a free seminar being held by the State of Illinois Treasurer's Office on April 23 from 1 – 5pm at Parkland College in Champaign. She went on to say that sign up is online and the main topic is fraud. Kathy shared that the Statement of Economic Interest that they all received needs to be returned by May 1.

1. Approve February Financial Report

CAROL CAREY-ODEKIRK MOVED, PATTI SALCH SECONDED, TO APPROVE THE FEBRUARY FINANCIAL REPORT.

AYES: CAROL CAREY-ODEKIRK, CAROLYN DAIL, LYNN GRAY, PATTI SALCH

NAYES: NONE

ABSENT: TIM ERVIN, ADRIENNE IVES, STEPHEN PETERSON

THE MOTION CARRIED UNANIMOUSLY.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

A. Approve American Library Association Membership Dues Renewal

Kathy Jeakins shared that American Library Association annual dues of \$60.00 are due for the President.

CAROLYN DAIL MOVED, CAROL CAREY-ODEKIRK SECONDED, TO APPROVE THE AMERICAN LIBRARY MEMBERSHIP DUES RENEWAL OF \$60.00 FOR ADRIENNE IVES.

AYES: CAROL CAREY-ODEKIRK, CAROLYN DAIL, LYNN GRAY, PATTI SALCH

NAYES: NONE

ABSENT: TIM ERVIN, ADRIENNE IVES, STEPHEN PETERSON

THE MOTION CARRIED UNANIMOUSLY.

IX. Adjournment

Vice President Lynn Gray adjourned the meeting at 5:20 p.m.

Incident Reports

Date	Time	Type
04/3	9:25 AM	InternetAbuse
04/3	4:08 PM	InappropriateBehavior
04/3	4:54 PM	StolenDamagedLibraryMaterial
04/3	5:20 PM	StolenDamagedLibraryMaterial
04/10	8:07 PM	Other
04/3	8:26 PM	InappropriateBehavior
04/5	8:32 AM	SleepingIncident
04/5	9:28 AM	InappropriateBehavior
04/5	12:50 PM	SleepingIncident
04/5	4:23 PM	InappropriateBehavior
04/12	9:36 AM	InappropriateAttire
04/12	10:18 AM	InappropriateBehavior
04/13	12:06 PM	Food Incident
04/13	1:03 PM	TobaccoUse
04/6	2:31 PM	SleepingIncident
04/6	2:40 PM	InappropriateBehavior
04/7	1:00 PM	InappropriateBehavior
04/9	3:44 PM	InappropriateBehavior
04/9	5:49 PM	InappropriateBehavior
04/13	2:08 PM	CustomerComplaint
04/13	3:07 PM	SleepingIncident
04/13	3:34 PM	SleepingIncident
04/14	11:19 AM	PoliceAmbulanceCall
04/15	8:17 AM	StolenDamagedLibraryMaterial
04/15	9:49 AM	StolenDamagedLibraryMaterial
04/16	8:17 AM	StolenDamagedLibraryMaterial
04/16	9:27 AM	StolenDamagedLibraryMaterial
04/16	9:40 AM	Food Incident
04/16	11:11 AM	InappropriateBehavior
04/16	11:18 AM	SleepingIncident
04/16	11:26 AM	InappropriateBehavior
04/16	2:15 PM	InappropriateBehavior
04/16	2:17 PM	SleepingIncident
04/17	12:39 PM	StolenDamagedLibraryMaterial
04/17	8:29 PM	InappropriateBehavior
04/18	11:02 AM	StolenDamagedLibraryMaterial
04/18	4:08 PM	Other
04/19	3:11 PM	InappropriateBehavior
04/21	8:41 AM	SleepingIncident
04/21	8:44 AM	InappropriateBehavior
04/21	10:37 AM	StolenDamagedLibraryMaterial
04/21	11:23 AM	Other
04/23	3:12 PM	StolenDamagedLibraryMaterial
04/23	4:46 PM	InappropriateBehavior
04/23	4:58 PM	InappropriateBehavior
04/24	5:10 PM	SleepingIncident
04/24	5:29 PM	InappropriateAttire
04/24	8:03 PM	InappropriateBehavior
04/25	9:15 AM	InappropriateAttire
04/25	2:21 PM	SleepingIncident
04/26	8:05 AM	InappropriateAttire
04/26	8:08 AM	SleepingIncident
04/26	9:28 AM	BicycleIncident
04/26	1:00 PM	TobaccoUse
04/26	1:02 PM	InappropriateBehavior
04/26	2:00 PM	CustomerRelatedIllnessAccident
04/26	3:07 PM	InappropriateBehavior
04/26	4:12 PM	InappropriateBehavior
04/26	4:13 PM	CustomerRelatedIllnessAccident
04/27	3:42 PM	SleepingIncident
04/28	11:24 AM	SleepingIncident

04/28
04/28

1:16 PM
1:19 PM

SleepingIncident
InappropriateBehavior

Suspension Reports

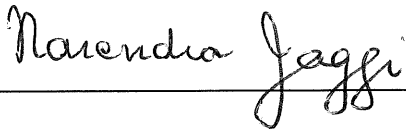
Date	Time	violation
04/3	8:28 PM	InappropriateBehavior
04/3	8:29 PM	InappropriateBehavior
04/17	8:30 PM	InappropriateBehavior
04/25	12:45 PM	InappropriateBehavior

A RESOLUTION WAIVING THE THREE QUOTE REQUIREMENT AND
AUTHORIZING PAYMENT FOR THE PURCHASE OF VARIOUS ELECTRONIC SOFTWARE DATABASES
TO THE ATTACHED LIST OF VENDORS

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 Electronic Software Databases (see attached list) in the amount of \$100,460.00 for all products listed
2. That the vendors listed are the only source for the particular product
3. That the funds come from the following source:
Bloomington Public Library Maintenance and Operating Budget: \$100,460.00

Approved this 20th day of May 2014.

A handwritten signature in cursive script, reading "Narendra Jaggi", is written over a horizontal line.

Narendra Jaggi, President
Bloomington Public Library Board of Trustees

Bloomington Public Library
Electronic Databases
Approved by BPL Board of Trustees
May 20, 2014

These are estimates for the cost of software packages in the amount of \$5,000 or more.
I have built in a 10% increase as we do not know what the exact cost will be at this point.

Vendor	Database	Total
Grolier Publishing	America the Beautiful	6,800.00
Info USA	Reference USA	13,250.00
Learning Express, LLC	Job & Career Center	5,100.00
Library Partnership Trust	My Media Mall	10,300.00
Newsbank	America's Newspapers from Newsbank	12,210.00
Proquest	Historical, Chicago Tribune	8,300.00
Proquest	Discovery Package	17,200.00
Proquest	PQD Newsstand	13,700.00
Brainfuse	Online Tutoring Service	6,500.00
Standard & Poor's	Netadvantage	7,100.00
Total		100,460.00

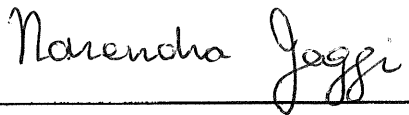
A RESOLUTION WAIVING THE THREE QUOTE REQUIREMENT AND
AUTHORIZING PAYMENT TO REPLACE THE DDC CONTROLLER
AND NEW TEMPERATURE SENSORS FOR EXISTING ROOFTOP UNIT
TO REPLACE EXISTING ALLERTON DDC CONTROLLER
TO ALPHA CONTROLS AND SERVICES

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 a MNB-1000 I/A Series DDC controller and new temperature sensors for existing rooftop unit to replace existing Allerton DDC controller to Alpha Controls and Services in the amount of \$5,750.00.
2. That Alpha Controls is the controls contractor for the boiler project, and is installing the new front end software for the controls.
3. That the controller for the existing rooftop unit loses its settings several times a day causing uncomfortable conditions in the building. Currently staff find it necessary to reset the controls daily for the existing rooftop unit.
4. That replacement of this controller was not a part of the current HVAC Upgrade Project.
5. That the funds come from the following source:

Bloomington Public Library Maintenance and Operating Budget: \$5,750.00

Approved this 20th day of May 2014.



Narendra Jaggi, President
Bloomington Public Library Board of Trustees



Alpha Controls & Services, L.L.C.
411 Devonshire Dr
Champaign, Illinois 61820
Cellular: 217-299-1379
Email: jasonv@alphaacs.com
Proposal #: 14JV043

Subject: Bloomington Public Library

Included in our as described below:

1. Alpha Controls & Services (ACS) to provide a MNB-1000 I/A Series DDC controller and new temperature sensors for existing RTU-1 to replace existing Allerton DDC controller.
 - o **Proposed Cost: \$5,750**

Clarifications

1. If existing field devices are not functional such as actuators, relays, etc they will have to be replaced as a separate cost given that the exact status of the units operating condition is not documented.

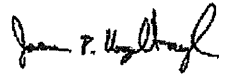
Excluded from our price:

2. Providing and/or installation of gauges, thermometers, thermo-wells
3. Fire and/or fire/smoke dampers, life safety products and/or installation.
4. Patching and/or painting
5. Overtime and/or Shift/Premium Time
6. Bonding and Permits
7. Federal, State and Local Taxes

The standard terms and conditions of sale are attached and are a part hereof.

Alpha Controls & Services, L.L.C.

Signature _____
Title _____
Organization _____
Date _____

Proposed by : Jason Vogelbaugh cell: (217) 299-1379
Title: Director of Energy Solutions jasonv@alphaacs.co
Signature 
Date April 29, 2014

NOTWITHSTANDING ANY INCONSISTENT OR ADDITIONAL TERMS THAT MAY BE ENBODIED IN YOUR PURCHASE ORDER, SELLER WILL ACCEPT YOUR ORDER SUBJECT ONLY TO THE TERMS OF THE WRITTEN CONTRACT BETWEEN US UNDER WHICH YOUR ORDER IS PLACED. IF NO SUCH CONTRACT EXISTS SELLER WILL ACCEPT YOUR ORDER ONLY ON THE EXPRESS CONDITION THAT YOU ASSENT TO THE TERMS AND CONDITIONS CONTAINED ABOVE AND ON THE REVERS SIDE HEREOF; AND YOUR ACCEPTANCE AND RECEIPT OF THE GOODS SHIPPED HEREUNDER SHALL CONSTITUTE ASSENT TO SUCH TERMS AND CONDITIONS