



## NOTICE OF MEETING OF THE URBANA FREE LIBRARY BOARD

A meeting of the Board of Trustees of The Urbana Free Library will be held at 7:00 p.m. on August 13, 2024, in the Lewis Auditorium of The Urbana Free Library, 210 West Green Street, Urbana, IL.

### AGENDA

- 1.0 Call to Order**
- 2.0 Roll Call/Attendance**
- 3.0 Additions, Corrections, Modifications of the Agenda**
- 4.0 Approve the Agenda**
- 5.0 Public Comment**
- 6.0 Presentations**
  - 6.1 Per Capita Grant Requirements. Presentations and discussion from *Serving Our Public 4.0 Standards for Illinois Public Libraries*.
    - a. Chapter 7: Collection Management – Rose Barnes
    - b. Chapter 13: Marketing, Promotion, and Collaboration – Lyndzie Taylor
- 7.0 Action Items (Consent Agenda)**

Board Meeting Minutes of July 9, 2024  
Payroll for July 12, 2024; total \$128,786.59  
Payroll for July 26, 2024; total \$130,035.70  
Payroll for August 9, 2024; total \$129,784.90  
Bills for July 11, 2024; total \$147,974.99  
Bills for July 18, 2024; total \$11,439.08  
Bills for July 26, 2024; total \$16,125.07  
Bills for August 2, 2024; total \$29,814.35  
Bills for August 9, 2024 A; total \$14,047.67  
Bills for August 9, 2024 B; total \$22,465.81
- 8.0 Action Items (Individual)**
  - 8.1 Annual Report to the City of Urbana per 75 ILCS 5/4-10
  - 8.2 Cincinnati insurance premium for over \$10,000
  - 8.3 Constellation invoice for \$14,047.67
- 9.0 Discussion Items**
- 10.0 Reports of the Liaison Officer**
  - 10.1 Friends of The Urbana Free Library
  - 10.2 The Urbana Free Library Foundation
  - 10.3 Illinois Heartland Library System
- 11.0 Administrative Report**
- 12.0 Board and Committee Reports**
- 13.0 Board President Report**
- 14.0 Unfinished Business**
- 15.0 New Business**
- 16.0 Closed session** for discussions of:
  - 16.1 Minutes of meetings lawfully closed under this Act for purpose of approval by the body of the minutes and for semi-annual review of the minutes as mandated by Section 2.06 per 5 ILCS 120/2 (c) (21);
  - 16.2 Approval of destruction of verbatim records per 5ILCS 120/2.06 (c) (1)(2);
  - 16.3 The appointment, employment, compensation, discipline, performance, or dismissal of personnel per 5 ILCS 120/2 (c) (1);
  - 16.4 The purchase, acquisition, or lease of real property for the use of the public body per 5 ILCS 120/2 (c) (5);
  - 16.5 The setting of a price for sale or lease of property owned by the public body 5 ILCS 120/2 (c) (6);

16.6 Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2 (c) (2).

**17.0 Action Items (Individual)**

17.1 Approval of Closed Session Minutes of: February 13, 2024, and July 9, 2024

17.2 Vote to open Closed Session Minutes

17.3 Approval of destruction of verbatim record per 5ILCS 120/2.06 (c) (1)(2): September 13, 2022

17.4 Appoint Rachel Fuller as interim Executive Director and fix compensation

17.5 Hire legal representation

**18.0 Board President Report**

18.1 Appoint FOIA Officer

18.2 Appoint Open Meetings Act Officer

**18.0 Adjournment**

The next regularly scheduled meeting of the Board of Trustees of The Urbana Free Library will be September 10, 2024, at 7:00 PM.

Persons with disabilities needing special services or accommodations for this meeting should contact the Library Administration at 217-367-4058 or [administration@urbanafree.org](mailto:administration@urbanafree.org).



# Director’s Report

**Date:** August 8, 2024

**To:** The Urbana Free Library Board of Trustees

**From:** Celeste Choate, Executive Director

**Re:** Director’s Report for Board Meeting of August 13, 2024

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## Strategic Plan Progress

 **ENHANCE** We steward our physical and financial resources to serve evolving community needs that support growth and sustainability.

- Library staff met with Champaign County staff for the annual meeting regarding the Archives’ budget request for the County’s FY25 (calendar year). The Archives annually receives general financial support from Champaign County for direct service to the public. In addition to a general appropriation received from the County each year, the Archives also receive support from the Champaign County Circuit Clerk for storing, cataloging, and preserving County Court records. Combined, Library staff requested roughly a 5% increase in funding from the County and Circuit Clerk. The increase is consistent with increases received last fiscal year and also reflects an increase in the cost of providing services to the public. The County Board will vote to approve funding in the coming months.
  - \$25,440 – FY25 request to Champaign County.
  - \$14,520 – FY25 request to the Champaign County Circuit Clerk.
- England Gardens - The Urbana Free Library Foundation received a generous donation from Barbara and Terry England to upgrade the Landscaping surrounding the exterior of the Library building. As they will be funding roughly half of the project, a gift agreement has been signed, including a naming opportunity. The new landscaping will be acknowledged as “England Gardens,” and a sign will be installed once the project is complete. The Foundation and the Library are grateful for the Englands’ generous contribution to the project.



## EMBRACE

We learn about and respond to our community in order to create a welcoming environment that cultivates equity, mutual respect, and belonging.

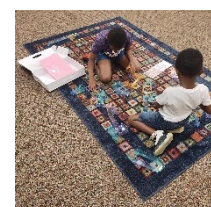
- After implementing a new streamlined web version of our catalog system, staff can now check out materials at outreach events. Staff received positive feedback about the new option while visiting a senior living center, with residents leaving with materials in hand.



## EMPOWER

We connect people with tools and resources for learning, knowledge exchange, and personal growth that leads to greater fulfillment.

- The Library was the kick-off site for Harmony Through Beads, with 38 community members attending. The initiative is a community-wide series of beading workshops funded by an Urbana Arts Grant that aims to unite people from diverse backgrounds. Attendees learned beading techniques from various cultures and were then given a patterned felt piece and beads. Each of these small beaded pieces will be joined together in a beautiful beaded mural at the end of the project in the spring.
- Archivist Nancy Loe led attendees through strategies for organizing their genealogical research at home. Methods for digital file organization, file naming conventions, and different software tools were discussed. Loe also touched on how to incorporate existing family trees online.
- Young Engineers' Playground had a great turnout with 75 community members. Kids and their caregivers could explore six different stations. The marble run was one of the most popular options, with children and caregivers working together and problem-solving.
- At the Slime Time program, children made slime. Families had a great time watching the goopy mixture become more and more elastic and stretchy as they added and mixed in drops of solution. Afterward, several of the 98 community members thanked the staff for offering such a fun program and said it had been a nice activity for their kids.



## Action Item Details & Additional Information

- The Constellation check printed August 2, 2024, was for the incorrect amount. The check was voided and reprinted with the August 9, 2024 A invoices, which is why you will see two invoices this month for Constellation.

## Communication

### Library Newsletters

- The TUFL Times, July: <https://uflil.patronpoint.com/email/preview/114>
- The TUFL Times: Youth Edition, July: <https://uflil.patronpoint.com/email/preview/118>
- The Archives Newsletter, July: <https://uflil.patronpoint.com/email/preview/115>
- Book Sale E-Blast, July: <https://uflil.patronpoint.com/email/preview/122>

## Library News

- July 5, 2024, News-gazette.com – Meeting Minutes & More | Most purchased library book locally: 'The Women' [https://www.news-gazette.com/news/meeting-minutes-more-most-purchased-library-book-locally-the-women/article\\_71917398-3a43-11ef-ba65-53cb20b777ca.html](https://www.news-gazette.com/news/meeting-minutes-more-most-purchased-library-book-locally-the-women/article_71917398-3a43-11ef-ba65-53cb20b777ca.html)
- July 7, 2024, News-gazette.com - Curtis Valasek/review | To read, listen to RuPaul's 'The House of Hidden Meanings' a fortune [https://www.news-gazette.com/arts-entertainment/books/curtis-valasek-review-to-read-listen-to-rupauls-the-house-of-hidden-meanings-a-fortune/article\\_68b320aa-3962-11ef-b10b-97805e4bc79a.html](https://www.news-gazette.com/arts-entertainment/books/curtis-valasek-review-to-read-listen-to-rupauls-the-house-of-hidden-meanings-a-fortune/article_68b320aa-3962-11ef-b10b-97805e4bc79a.html)
- July 9, 2024, Smilepolitely.com - Five things in arts: July 2024 <https://www.smilepolitely.com/arts/five-things-in-arts-july-2024/>
- July 17, 2024, Smilepolitely.com - A quick reminder of cooling centers in C-U <https://www.smilepolitely.com/splog/a-quick-reminder-of-cooling-centers-in-c-u/>
- July 20, 2024, Legacy.com – John Brandon Obituary <https://www.legacy.com/us/obituaries/news-gazette/name/john-brandon-obituary?id=55652451>
- July 31, 2024, WCIA.com - Urbana Free Library allowing musicians to check out instruments <https://www.wcia.com/news/champaign-county/urbana-free-library-allowing-musicians-to-check-out-instruments/>

## Budget Information

- Budget and FY24 Financial Reports: <https://urbanafreelibrary.org/about-us/your-right-to-know/financial-reports>

Bank reconciliations for the last day of the month: July 2023 - June 2024						
	July	August	September	October	November	December
Illinois Funds account	\$ 216,906.99	\$ 217,911.90	\$ 218,899.07	\$ 219,927.40	\$ 220,925.10	\$ 221,950.01
Busey Bank Cash accounts	\$ 2,943,480.37	\$ 3,147,582.21	\$ 4,212,416.00	\$ 3,925,611.70	\$ 3,784,810.07	\$ 3,380,738.88
Busey Bank Web account	\$ 68,388.69	\$ 73,630.53	\$ 77,357.69	\$ 80,143.02	\$ 82,442.05	\$ 84,910.90
<b>Total</b>	<b>\$ 3,228,776.05</b>	<b>\$ 3,439,124.64</b>	<b>\$ 4,508,672.76</b>	<b>\$ 4,225,682.12</b>	<b>\$ 4,088,177.22</b>	<b>\$ 3,687,599.79</b>
	January	February	March	April	May	June
Illinois Funds account	\$ 222,966.74	\$ 223,923.54	\$ 224,951.06	\$ 225,953.45	\$ 226,993.95	\$ 228,007.32
Busey Bank Cash accounts	\$ 3,387,341.60	\$ 3,026,051.93	\$ 2,747,741.33	\$ 2,438,890.79	\$ 1,982,516.78	\$ 3,666,136.57
Busey Bank Web account	\$ 87,309.85	\$ 89,834.78	\$ 93,917.34	\$ 96,801.67	\$ 99,552.59	\$ 103,910.47
<b>Total</b>	<b>\$ 3,697,618.19</b>	<b>\$ 3,339,810.25</b>	<b>\$ 3,066,609.73</b>	<b>\$ 2,761,645.91</b>	<b>\$ 2,309,063.32</b>	<b>\$ 3,998,054.36</b>

**GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W**

WARRANT L0712

PAY PERIOD 06/23/2024 to 07/06/2024

CHECK DATE 07/12/2024

YEAR 2024 PERIOD 12  
 EXPENDITURE ENTRIES  
 SHORT DESC FY24

GL EFF DATE 06/30/2024  
 REFERENCE 24/25  
 REFERENCE2 8L0712

ORG OBJECT PROJECT  
 YEAR 2024 PERIOD 12  
 80280800 50110

ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
		GL EFF DATE 06/30/2024
LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	9,733.74
	<b>FUND TOTALS</b>	<b>9,733.74</b>
LIBRARY CENTRALIZED COSTS	INSURANCE	7,077.67
LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	4,552.87
LIBRARY CENTRALIZED COSTS	IMRF & SURS	3,554.33
ARCHIVES	SALARY - REGULAR EMPLOYEE	6,622.11
LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	851.92
COLLECTIONS	SALARY - REGULAR EMPLOYEE	9,883.25
PATRON SERVICES	SALARY - REGULAR EMPLOYEE	25,398.20
LIBRARY IT	SALARY - REGULAR EMPLOYEE	3,257.15
COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	6,139.34
	<b>FUND TOTALS</b>	<b>67,336.84</b>
	<b>GRAND TOTALS</b>	<b>77,070.58</b>

80280801 50210  
 80280801 50220  
 80280801 50251  
 80280803 50110  
 80280805 50110  
 80280806 50110  
 80280807 50110  
 80280808 50110  
 80280809 50110

YEAR 2025 PERIOD 1  
 802 23000  
 80280800 50110  
 80280801 50210  
 80280801 50220  
 80280801 50251  
 80280803 50110  
 80280805 50110  
 80280806 50110  
 80280807 50110  
 80280808 50110  
 80280809 50110

LIBRARY GENERAL FUND	ACCRUED PAYROLL	GL EFF DATE 07/01/2024
LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	77,070.58
LIBRARY CENTRALIZED COSTS	INSURANCE	6,786.17
LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	4,969.14
LIBRARY CENTRALIZED COSTS	IMRF & SURS	3,021.68
ARCHIVES	SALARY - REGULAR EMPLOYEE	2,523.96
LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	4,167.97
COLLECTIONS	SALARY - REGULAR EMPLOYEE	340.43
PATRON SERVICES	SALARY - REGULAR EMPLOYEE	5,595.55
LIBRARY IT	SALARY - REGULAR EMPLOYEE	17,734.37
COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	2,474.93
	SALARY - REGULAR EMPLOYEE	4,101.81
	<b>FUND TOTALS</b>	<b>128,786.59</b>
	<b>GRAND TOTALS</b>	<b>128,786.59</b>

**GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W**

WARRANT L0726

PAY PERIOD 07/07/2024 to 07/20/2024

CHECK DATE 07/26/2024

YEAR 2025 PERIOD 1  
 EXPENDITURE ENTRIES  
 SHORT DESC PAY072624

GL EFF DATE 07/26/2024  
 REFERENCE L0726  
 REFERENCE2 8L0726

ORG	OBJECT	PROJECT	ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
YEAR 2025	PERIOD 1				GL EFF DATE 07/26/2024
80280800	50110		LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	16,832.41
80280801	50210		LIBRARY CENTRALIZED COSTS	INSURANCE	12,046.55
80280801	50220		LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	7,655.98
80280801	50251		LIBRARY CENTRALIZED COSTS	IMRF & SURS	6,208.54
80280803	50110		ARCHIVES	SALARY - REGULAR EMPLOYEE	10,985.59
80280805	50110		LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	706.98
80280806	50110		COLLECTIONS	SALARY - REGULAR EMPLOYEE	15,800.02
80280807	50110		PATRON SERVICES	SALARY - REGULAR EMPLOYEE	43,568.55
80280808	50110		LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,805.73
80280809	50110		COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	10,425.35
<b>FUND TOTALS</b>					<b>130,035.70</b>
<b>GRAND TOTALS</b>					<b>130,035.70</b>

**GENERAL LEDGER DISTRIBUTION JOURNAL: LIBRARY BI-W**

WARRANT L0809

PAY PERIOD 07/21/2024 to 08/03/2024

CHECK DATE 08/09/2024

YEAR 2025 PERIOD 2  
 EXPENDITURE ENTRIES  
 SHORT DESC PAY080924

GL EFF DATE 08/09/2024  
 REFERENCE L0809  
 REFERENCE2 8L0809

ORG	OBJECT	PROJECT
YEAR 2025	PERIOD	2
80280800	50110	
80280801	50210	
80280801	50220	
80280801	50251	
80280803	50110	
80280805	50110	
80280806	50110	
80280807	50110	
80280808	50110	
80280809	50110	

ORGANIZATION TITLE	ACCOUNT DESCRIPTION	EXPENDITURE
		GL EFF DATE 08/09/2024
LIBRARY ADMINISTRATION	SALARY - REGULAR EMPLOYEE	16,845.86
LIBRARY CENTRALIZED COSTS	INSURANCE	11,650.61
LIBRARY CENTRALIZED COSTS	FICA AND MEDICARE	7,667.80
LIBRARY CENTRALIZED COSTS	IMRF & SURS	6,217.72
ARCHIVES	SALARY - REGULAR EMPLOYEE	11,173.93
LIBRARY FACILITIES	SALARY - REGULAR EMPLOYEE	1,300.50
COLLECTIONS	SALARY - REGULAR EMPLOYEE	15,996.25
PATRON SERVICES	SALARY - REGULAR EMPLOYEE	42,799.25
LIBRARY IT	SALARY - REGULAR EMPLOYEE	5,707.64
COMMUNITY ENGAGEMENT	SALARY - REGULAR EMPLOYEE	10,425.34
<b>FUND TOTALS</b>		<b>129,784.90</b>
<b>GRAND TOTALS</b>		<b>129,784.90</b>



# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I071124 07/11/2024  
 DUE DATE: 07/11/2024

CASH ACCOUNT: 802 10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
3125	ALLIANCE ENTERTAINMEN	0000	INV	07/11/2024	PLS80849146				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51809		A&Y PROG GAMES			85.98			
	2 80280802 51806		A&Y PROG DVD			172.96			
								258.94	
3125	ALLIANCE ENTERTAINMEN	0000	INV	07/11/2024	PLS80867541				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51806		A&Y PROG DVD			166.67			
	2 80280802 51809		A&Y PROG GAMES			317.53			
								484.20	
3125	ALLIANCE ENTERTAINMEN	0000	INV	07/11/2024	PLS80871620				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51805		A&Y PROG CD			131.93			
								131.93	
					<b>CHECK TOTAL</b>			<b>875.07</b>	
96	AMEREN ILLINOIS COMPA	0000	INV	07/11/2024	67546				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280805 52600		LIBR FAC UTILITIES			500.76			
								500.76	
					<b>CHECK TOTAL</b>			<b>500.76</b>	
217	BAKER & TAYLOR LLC	0000	INV	07/11/2024	2038403248				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG LIBR BOOKS			1,270.04			
								1,270.04	
217	BAKER & TAYLOR LLC	0000	INV	07/11/2024	2038405809				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG LIBR BOOKS			898.71			
								898.71	
217	BAKER & TAYLOR LLC	0000	INV	07/11/2024	2038398209				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51801 80103		A&Y PROG LIBR BOOKS			244.31			
								244.31	
217	BAKER & TAYLOR LLC	0000	INV	07/11/2024	2038405644				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51801 80103		A&Y PROG LIBR BOOKS			1,147.02			
								1,147.02	

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CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000		INV	07/11/2024	5018999950					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS		132.72					
							132.72				
						<b>CHECK TOTAL</b>	<b>3,692.80</b>				
2257	CFS - CUSTOM FACILITY	0000		INV	07/11/2024	19001					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52201		LIBR FAC	BLDG MAINT		756.00					
							756.00				
						<b>CHECK TOTAL</b>	<b>756.00</b>				
1345	CHAMPAIGN COUNTY MENT	0013		INV	07/11/2024	67708					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812		LIBR COMM	LIBR SUPP		50.00					
							50.00				
						<b>CHECK TOTAL</b>	<b>50.00</b>				
3208	SUNDAY NEWS DELIVERY	0000		INV	07/11/2024	67549					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51803		A&Y PROG	LIBR PER		118.20					
							118.20				
						<b>CHECK TOTAL</b>	<b>118.20</b>				
837	CINTAS CORPORATION	0001		INV	07/11/2024	4198348381					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS		122.47					
							122.47				
						<b>CHECK TOTAL</b>	<b>122.47</b>				
1062	CONSOLIDATED COMMUNIC	0001		INV	07/11/2024	67578					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES		418.97					
							418.97				
						<b>CHECK TOTAL</b>	<b>418.97</b>				

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 DUE DATE: 07/11/2024

CASH ACCOUNT: 802 10100		CASH									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3344	CONSTELLATION NEWENER	0001		INV	07/11/2024	68624884501					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES		13,592.49					
							13,592.49				
						<b>CHECK TOTAL</b>	<b>13,592.49</b>				
20	DAVIS HOUK MECHANICAL	0000	24221	INV	07/05/2024	C23328-5					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 53200		LIBR FAC	BUILDING		105,418.98					
							105,418.98				
20	DAVIS HOUK MECHANICAL	0000		INV	07/11/2024	422495					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52999		LIBR FAC	OTHER SVCS		1,156.55					
							1,156.55				
20	DAVIS HOUK MECHANICAL	0000		INV	07/11/2024	422584					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52201		LIBR FAC	BLDG MAINT		406.50					
							406.50				
						<b>CHECK TOTAL</b>	<b>106,982.03</b>				
2410	ESTHER YI	0000		INV	07/11/2024	67554					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80103		LIBR COMM	LIBR SUPP		49.95					
							49.95				
						<b>CHECK TOTAL</b>	<b>49.95</b>				
3390	GREAT AMERICA FINANCI	0000		INV	07/11/2024	36893865					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 52203		LIBR IT	MAINT AGRM		397.39					
							397.39				
						<b>CHECK TOTAL</b>	<b>397.39</b>				
2260	INGRAM INDUSTRIES INC	0000		INV	07/11/2024	82609159					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 81080832 51801		ADULT GIFT	LIBR BOOKS		11.40					
	2 80280802 51801		A&Y PROG	LIBR BOOKS		376.31					
							387.71				
						<b>CHECK TOTAL</b>	<b>387.71</b>				

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 DUE DATE: 07/11/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3430	MANSFIELD POWER & GAS	0000		INV	07/11/2024	MNS276671					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES			2,244.74				
										2,244.74	
						<b>CHECK TOTAL</b>				<b>2,244.74</b>	
268	MIDWEST TAPE	0000		INV	07/11/2024	505686234					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51804		A&Y PROG	AUDIOBOOKS			44.99				
	2 80280802 51806		A&Y PROG	DVD			356.11				
										401.10	
						<b>CHECK TOTAL</b>					
268	MIDWEST TAPE	0000		INV	07/11/2024	505686684					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51806 80103		A&Y PROG	DVD			72.71				
										72.71	
						<b>CHECK TOTAL</b>				<b>473.81</b>	
471	MISSIONSQUARE 800006	0001		INV	07/11/2024	67563					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 50240		LIBR CTRL	RHS CONTRB			10,464.00				
										10,464.00	
						<b>CHECK TOTAL</b>				<b>10,464.00</b>	
471	MISSIONSQUARE 800021	0002		INV	07/11/2024	67562					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 50240		LIBR CTRL	RHS CONTRB			2,866.84				
										2,866.84	
						<b>CHECK TOTAL</b>				<b>2,866.84</b>	
54	OVERDRIVE INC	0000		INV	07/11/2024	01018CO24206162					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51811		A&Y PROG	DOWNLOAD			2,188.89				
										2,188.89	
						<b>CHECK TOTAL</b>				<b>2,188.89</b>	

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I071124 07/11/2024  
 DUE DATE: 07/11/2024

CASH ACCOUNT: 802 10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
33	PROQUEST LLC	0000		INV	07/05/2024	70835445			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280803 52910		ARCHIVES	DTB CHARGE		1,149.24			
							1,149.24		
						<b>CHECK TOTAL</b>	<b>1,149.24</b>		
1272	ROGARDS	0000		INV	07/11/2024	051591-00			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280806 51900		LIBR ACQ	OTHER SUPP		141.65			
	2 80280801 51900		LIBR CTRL	OTHER SUPP		60.66			
							202.31		
1272	ROGARDS	0000		INV	07/11/2024	051591-01			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280806 51900		LIBR ACQ	OTHER SUPP		98.89			
							98.89		
						<b>CHECK TOTAL</b>	<b>301.20</b>		
639	STUARD & ASSOCIATES I	0000		INV	07/11/2024	51446			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280805 52999		LIBR FAC	OTHER SVCS		125.00			
							125.00		
						<b>CHECK TOTAL</b>	<b>125.00</b>		
301	UNIQUE MANAGEMENT SER	0001		INV	07/11/2024	6128056			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280801 52902		LIBR CTRL	POST PRINT		178.03			
							178.03		
301	UNIQUE MANAGEMENT SER	0001		INV	07/11/2024	6128055			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280801 51900		LIBR CTRL	OTHER SUPP		39.40			
							39.40		
						<b>CHECK TOTAL</b>	<b>217.43</b>		
33	<b>INVOICES</b>					<b>WARRANT TOTAL</b>	<b>147,974.99</b>		
						<b>CASH ACCOUNT BALANCE</b>	<b>1,674,708.06</b>		

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Ck Run Id# Summary

CK RUN ID#: I071124 07/11/2024  
 DUE DATE: 07/11/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-50240-	RHS CONTRIBUTION	28,319.79
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES	8,048.32
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52902-	POSTAGE & PRINTING	1,032.18
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51801-	LIBRARY BOOKS	1,461.35
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,497.40
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51803-	LIBRARY PERIODICALS	309.10
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51804-	AUDIOBOOKS	223.49
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51805-	CD'S	17.30
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51806-	DVD'S	267.57
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51806-80103	DVD'S	865.23
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51809-	GAMES	32.96
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51811-	DOWNLOADABLES	24.13
802	80280803	ARCHIVES 802-60-80-803-000-52910-	DATABASE CHARGES	1,118.05
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI	54,156.08
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES	1,865.06
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	-155.65
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-53200-	BUILDING	1,478,822.85
802	80280806	COLLECTIONS 802-60-80-806-000-51900-	OTHER SUPPLIES	1,511.85
802	80280808	LIBRARY IT 802-60-80-808-000-52203-	MAINTENANCE AGREEMENT	-552.84
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	-1,473.11
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL	346.45
			<b>FUND TOTAL</b>	<b>147,963.59</b>
<b>CASH ACCOUNT 802 10100 BALANCE 1,674,708.06</b>				
810	81080832	ADULT GIFTS 810-60-80-832-000-51801-	LIBRARY BOOKS	12,900.08
			<b>FUND TOTAL</b>	<b>11.40</b>
<b>CASH ACCOUNT 802 10100 BALANCE 1,674,708.06</b>				
			<b>WARRANT SUMMARY TOTAL</b>	<b>147,974.99</b>
			<b>GRAND TOTAL</b>	<b>147,974.99</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L071824 07/18/2024  
 DUE DATE: 07/18/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2943	AMAZON CAPITAL SERVIC	0000		INV	07/18/2024	14FP-M3KF-MKPW				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280807 52320		LIBR CIRC	TRAVEL		87.96				
							87.96			
						<b>CHECK TOTAL</b>	<b>87.96</b>			
217	BAKER & TAYLOR LLC	0000		INV	07/18/2024	2038411279				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 81080832 51801		ADULT GIFT	LIBR BOOKS		11.45				
	2 81080833 51801		CHILD GIFT	LIBR BOOKS		40.77				
							52.22			
217	BAKER & TAYLOR LLC	0000		INV	07/18/2024	2038416141				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		262.43				
							262.43			
217	BAKER & TAYLOR LLC	0000		INV	07/18/2024	2038412029				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS		911.51				
							911.51			
217	BAKER & TAYLOR LLC	0000		INV	07/18/2024	2038416239				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS		919.89				
							919.89			
217	BAKER & TAYLOR LLC	0000		INV	07/18/2024	2038390190				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS		1,529.69				
							1,529.69			
						<b>CHECK TOTAL</b>	<b>3,675.74</b>			
1398	CHAMPAIGN COUNTY CHAM	0000		INV	07/18/2024	94148				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280809 52909		LIBR COMM	AD/MRK/PE		360.00				
							360.00			
						<b>CHECK TOTAL</b>	<b>360.00</b>			
862	CITY OF URBANA	0000		INV	07/18/2024	1505				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 50240		LIBR CTRL	RHS CONTRB		99.82				

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L071824 07/18/2024  
 DUE DATE: 07/18/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
						99.82					
					<b>CHECK TOTAL</b>	<b>99.82</b>					
779	DEANS GRAPHICS INC	0000		INV	07/18/2024	D0058095					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
1	80280809 52909		LIBR COMM	AD/MRK/PE		188.10					
							188.10				
779	DEANS GRAPHICS INC	0000		INV	07/18/2024	D0058144					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
1	80280809 52909		LIBR COMM	AD/MRK/PE		54.00					
							54.00				
							<b>CHECK TOTAL</b>	<b>242.10</b>			
549	FIRST NATIONAL BANK O	0000		INV	07/18/2024	67937					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
1	80280809 51812		LIBR COMM	LIBR SUPP		74.97					
2	80280805 52201		LIBR FAC	BLDG MAINT		2,554.74					
3	80280801 51900		LIBR CTRL	OTHER SUPP		30.97					
4	80280809 51812	80103	LIBR COMM	LIBR SUPP		8.28					
5	80280805 51420		LIBR FAC	OFF FURN		-31.87					
6	80280808 51500		LIBR IT	SHARED IT		1,730.32					
7	80280801 52902		LIBR CTRL	POST PRINT		29.99					
8	80280803 51803		ARCHIVES	LIBR PER		7.63					
9	80280806 51900		LIBR ACQ	OTHER SUPP		539.29					
10	81080832 51990		ADULT GIFT	OTH LIBMAT		46.86					
							4,991.18				
							<b>CHECK TOTAL</b>	<b>4,991.18</b>			
111	FRIENDS OF THE URBANA	0000		INV	07/18/2024	67783					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
1	810 24102		LTRUST FNDDUE	TOFRIE		27.33					
							27.33				
							<b>CHECK TOTAL</b>	<b>27.33</b>			
2260	INGRAM INDUSTRIES INC	0000		INV	07/18/2024	82668320					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
1	80280802 51801	80103	A&Y PROG	LIBR BOOKS		461.00					
							461.00				



## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L071824 07/18/2024  
 DUE DATE: 07/18/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
2260	INGRAM INDUSTRIES INC	0000		INV	07/18/2024	82682612					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS			371.75				
											371.75
2260	INGRAM INDUSTRIES INC	0000		INV	07/18/2024	82668319					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			196.88				
											196.88
											<b>CHECK TOTAL</b>
											<b>1,029.63</b>
3639	JENNIFER SMIST	0000		INV	07/18/2024	INV-12402-1					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280800 52320		LIBR ADMIN	TRAVEL			500.00				
											500.00
											<b>CHECK TOTAL</b>
											<b>500.00</b>
261	LAKESHORE LEARNING MA	0000		INV	07/18/2024	654157071024					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51802	80103	A&Y PROG	NEW COLL			140.98				
											140.98
											<b>CHECK TOTAL</b>
											<b>140.98</b>
268	MIDWEST TAPE	0000		INV	07/18/2024	505711620					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51806	80103	A&Y PROG	DVD			35.22				
											35.22
268	MIDWEST TAPE	0000		INV	07/18/2024	505711594					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51806		A&Y PROG	DVD			134.19				
											134.19
											<b>CHECK TOTAL</b>
											<b>169.41</b>
9999	Robin Fierer-Wilson	0000		INV	07/18/2024	67886					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 802	44800	LGEN FUND	LIBR FEES			18.95				
											18.95
											<b>CHECK TOTAL</b>
											<b>18.95</b>

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L071824 07/18/2024  
 DUE DATE: 07/18/2024

CASH ACCOUNT: 802 10100		CASH									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE		AMOUNT	VOUCHER	CHECK	
54	OVERDRIVE INC	0000		INV	07/18/2024	01018DA24208137					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1	80280802	51811	A&Y PROG	DOWNLOAD			95.98			
						<b>CHECK TOTAL</b>		95.98			
								<b>95.98</b>			
21	INVOICES					<b>WARRANT TOTAL</b>		11,439.08			
						<b>CASH ACCOUNT BALANCE</b>		3,195,908.50			

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Ck Run Id# Summary

CK RUN ID#: L071824 07/18/2024  
 DUE DATE: 07/18/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	802	LIBRARY GENERAL FUND 802-00-00-000-000-44800-	LIBRARY FEES 18.95	0.00
802	80280800	LIBRARY ADMINISTRATIO 802-60-80-800-000-52320-	TRAVEL, EDUCATION AND 500.00	1,392.48
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-50240-	RHS CONTRIBUTION 99.82	28,319.79
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES 30.97	8,048.32
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52902-	POSTAGE & PRINTING 29.99	1,032.18
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51801-	LIBRARY BOOKS 3,557.97	1,461.35
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51801-80103	LIBRARY BOOKS 1,095.18	1,497.40
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51802-80103	NEW COLLECTIONS 140.98	-313.97
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51806-	DVD'S 134.19	267.57
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51806-80103	DVD'S 35.22	865.23
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51811-	DOWNLOADABLES 95.98	24.13
802	80280803	ARCHIVES 802-60-80-803-000-51803-	LIBRARY PERIODICALS 7.63	1,020.62
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-51420-	OFFICE FURNITURE -31.87	59,113.35
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI 2,554.74	54,156.08
802	80280806	COLLECTIONS 802-60-80-806-000-51900-	OTHER SUPPLIES 539.29	1,511.85
802	80280807	PATRON SERVICES 802-60-80-807-000-52320-	TRAVEL, EDUCATION AND 87.96	1,905.18
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS 1,730.32	39,287.93
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL 74.97	-1,473.11
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 8.28	150.27
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-52909-	ADV/MKTING/PUBLIC EDU 602.10	4,013.28
			<b>FUND TOTAL</b>	<b>11,312.67</b>
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 3,195,908.50</b>		
810	810	LIBRARY TRUST FUND 810-00-00-000-000-24102-	DUE TO LIBRARY FRIEND 27.33	
810	81080832	ADULT GIFTS 810-60-80-832-000-51801-	LIBRARY BOOKS 11.45	12,900.08
810	81080832	ADULT GIFTS 810-60-80-832-000-51990-	OTHER LIBRARY MATERIA 46.86	0.00
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-51801-	LIBRARY BOOKS 40.77	6,801.43
			<b>FUND TOTAL</b>	<b>126.41</b>
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 3,195,908.50</b>		
			<b>WARRANT SUMMARY TOTAL</b>	<b>11,439.08</b>
			<b>GRAND TOTAL</b>	<b>11,439.08</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L072524 07/26/2024  
 DUE DATE: 07/26/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
3125	ALLIANCE ENTERTAINMEN	0000		INV	07/25/2024	PLS81023430				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51805		A&Y PROG	CD			85.78			
	2 80280802 51806		A&Y PROG	DVD			25.00			
										110.78
										<b>110.78</b>
						<b>CHECK TOTAL</b>				
2943	AMAZON CAPITAL SERVIC	0000		INV	07/25/2024	1NFR-76QT-4G1Q				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			144.76			144.76
2943	AMAZON CAPITAL SERVIC	0000		INV	07/25/2024	1VJF-37DH-X4JT				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS			27.94			27.94
2943	AMAZON CAPITAL SERVIC	0000		INV	07/25/2024	1D3T-FPHY-1ML1				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL	OTHER SUPP			34.96			34.96
2943	AMAZON CAPITAL SERVIC	0000		INV	07/25/2024	1TKW-RH7L-XJPR				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51806 80103		A&Y PROG	DVD			15.76			15.76
2943	AMAZON CAPITAL SERVIC	0000		INV	07/25/2024	1PG7-DJLY-CRCL				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS			146.26			146.26
2943	AMAZON CAPITAL SERVIC	0000		INV	07/25/2024	1DMH-4RRN-4LM4				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280809 51812		LIBR COMM	LIBR SUPP			143.40			143.40
2943	AMAZON CAPITAL SERVIC	0000		INV	07/25/2024	1RXY-DQDP-6LTJ				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280806 51900		LIBR ACQ	OTHER SUPP			23.99			23.99
2943	AMAZON CAPITAL SERVIC	0000		INV	07/25/2024	11WX-11WT-46RW				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL	OTHER SUPP			12.99			

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L072524 07/26/2024  
 DUE DATE: 07/26/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
						12.99					
					<b>CHECK TOTAL</b>	<b>550.06</b>					
217	BAKER & TAYLOR LLC	0000	INV	07/25/2024	2038429078						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		958.22					
										958.22	
217	BAKER & TAYLOR LLC	0000	INV	07/25/2024	2038426043						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51801		A&Y PROG	LIBR BOOKS		789.46					
										789.46	
217	BAKER & TAYLOR LLC	0000	INV	07/25/2024	5019009595						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		20.79					
										20.79	
217	BAKER & TAYLOR LLC	0000	INV	07/25/2024	2038424988						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51801		A&Y PROG	LIBR BOOKS		23.64					
	2 802 46290		LGEN FUND	OTHR REIMB		14.24					
										37.88	
217	BAKER & TAYLOR LLC	0000	INV	07/25/2024	2038429244						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51801		A&Y PROG	LIBR BOOKS		995.17					
										995.17	
217	BAKER & TAYLOR LLC	0000	INV	07/25/2024	5019017483						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51801	80103	A&Y PROG	LIBR BOOKS		84.67					
										84.67	
					<b>CHECK TOTAL</b>	<b>2,886.19</b>					
2257	CFS - CUSTOM FACILITY	0000	INV	07/25/2024	2024-06-32						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280805 52201		LIBR FAC	BLDG MAINT		1,107.00					
										1,107.00	
					<b>CHECK TOTAL</b>	<b>1,107.00</b>					

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L072524 07/26/2024  
 DUE DATE: 07/26/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2257	CFS - CUSTOM FACILITY	0000		INV	07/25/2024	2024-06-35				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52999		LIBR FAC	OTHER SVCS		5,633.33				
							5,633.33			
							<b>CHECK TOTAL</b>			<b>5,633.33</b>
231	DELL MARKETING LP	0000		INV	07/25/2024	10761165717				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280808 51500		LIBR IT	SHARED IT		616.11				
							616.11			
							<b>CHECK TOTAL</b>			<b>616.11</b>
859	GIBBS TECHNOLOGY COMP	0000		INV	07/25/2024	2915729				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280808 52203		LIBR IT	MAINT AGRM		166.53				
							166.53			
							<b>CHECK TOTAL</b>			<b>166.53</b>
247	ILLINOIS LIBRARY ASSO	0000		INV	07/25/2024	289100				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280809 52320		LIBR COMM	TRAVEL		260.00				
							260.00			
							<b>CHECK TOTAL</b>			<b>260.00</b>
2260	INGRAM INDUSTRIES INC	0000		INV	07/25/2024	82775070				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS		348.74				
							348.74			
							<b>CHECK TOTAL</b>			<b>348.74</b>
2945	MICHAEL HANNAN	0000		INV	07/25/2024	68064				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52201		LIBR FAC	BLDG MAINT		62.72				
							62.72			
2945	MICHAEL HANNAN	0000		INV	07/25/2024	68065				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52201		LIBR FAC	BLDG MAINT		246.75				
	2 80280805 51410		LIBR FAC	SMALL EQ		12.53				

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L072524 07/26/2024  
 DUE DATE: 07/26/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
						259.28					
					<b>CHECK TOTAL</b>	<b>322.00</b>					
268	MIDWEST TAPE	0000	INV	07/25/2024	505750492						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51804		A&Y PROG	AUDIOBOOKS		90.98					
	2 80280802 51806		A&Y PROG	DVD		278.13					
						369.11					
268	MIDWEST TAPE	0000	INV	07/25/2024	505750494						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51806	80103	A&Y PROG	DVD		62.99					
						62.99					
					<b>CHECK TOTAL</b>	<b>432.10</b>					
1263	THE NEWS GAZETTE	0005	INV	07/25/2024	68152						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51803		A&Y PROG	LIBR PER		216.00					
						216.00					
					<b>CHECK TOTAL</b>	<b>216.00</b>					
54	OVERDRIVE INC	0000	INV	07/25/2024	01018CO24216768						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51811		A&Y PROG	DOWNLOAD		553.25					
						553.25					
					<b>CHECK TOTAL</b>	<b>553.25</b>					
42	PRESTO X LLC	0000	INV	07/25/2024	62689575						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280805 52999		LIBR FAC	OTHER SVCS		84.78					
						84.78					
						84.78					
42	PRESTO X LLC	0000	INV	07/25/2024	62689576						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280805 52999		LIBR FAC	OTHER SVCS		84.78					
						84.78					
					<b>CHECK TOTAL</b>	<b>169.56</b>					

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L072524 07/26/2024  
 DUE DATE: 07/26/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
123	RAILS	0000		INV	07/25/2024	12841				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280809 51812		LIBR COMM	LIBR SUPP		685.00				
							685.00			
							<b>CHECK TOTAL</b>			<b>685.00</b>
1622	REPUBLIC SERVICES, IN	0000		INV	07/25/2024	0729-000695517				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52999		LIBR FAC	OTHER SVCS		822.49				
							822.49			
							<b>CHECK TOTAL</b>			<b>822.49</b>
1272	ROGARDS	0000		INV	07/25/2024	051782-00				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL	OTHER SUPP		38.96				
							38.96			
							<b>CHECK TOTAL</b>			<b>38.96</b>
1618	TODAY'S BUSINESS SOLU	0000		INV	07/25/2024	16746				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280808 52999		LIBR IT	OTHER SVCS		1,193.00				
							1,193.00			
							<b>CHECK TOTAL</b>			<b>1,193.00</b>
6	RACHEL VELLENGA	0000		INV	07/25/2024	68066				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280809 51812 80103		LIBR COMM	LIBR SUPP		13.97				
							13.97			
							<b>CHECK TOTAL</b>			<b>13.97</b>
34	INVOICES						16,125.07			
							16,125.07			
										3,195,908.50



## ACCOUNTS PAYABLE CHECK RUN REPORT

### Ck Run Id# Summary

CK RUN ID#: L072524 07/26/2024  
 DUE DATE: 07/26/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	802	LIBRARY GENERAL FUND 802-00-00-000-000-46290-	OTHER REIMBURSEMENTS	14.24 0.00
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES	86.91 8,048.32
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51801-	LIBRARY BOOKS	2,303.27 1,461.35
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51801-80103	LIBRARY BOOKS	1,236.38 1,497.40
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51803-	LIBRARY PERIODICALS	216.00 309.10
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51804-	AUDIOBOOKS	90.98 223.49
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51805-	CD'S	85.78 17.30
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51806-	DVD'S	303.13 267.57
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51806-80103	DVD'S	78.75 865.23
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51811-	DOWNLOADABLES	553.25 24.13
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-51410-	SMALL TOOLS & EQUIPME	12.53 52.60
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI	1,416.47 54,156.08
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER	6,625.38 -155.65
802	80280806	COLLECTIONS 802-60-80-806-000-51900-	OTHER SUPPLIES	23.99 1,511.85
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS	616.11 39,287.93
802	80280808	LIBRARY IT 802-60-80-808-000-52203-	MAINTENANCE AGREEMENT	166.53 -552.84
802	80280808	LIBRARY IT 802-60-80-808-000-52999-	OTHER CONTRACTUAL SER	1,193.00 6,000.00
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	828.40 -1,473.11
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL	13.97 150.27
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-52320-	TRAVEL, EDUCATION AND	260.00 0.00
			<b>FUND TOTAL</b>	<b>16,125.07</b>
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 3,195,908.50</b>		
			<b>WARRANT SUMMARY TOTAL</b>	<b>16,125.07</b>
			<b>GRAND TOTAL</b>	<b>16,125.07</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L080124 08/02/2024  
 DUE DATE: 08/02/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3125	ALLIANCE ENTERTAINMEN	0000		INV	08/01/2024	PLS81284306					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51805		A&Y PROG	CD			10.99				
	2 80280802 51806		A&Y PROG	DVD			37.06				
	3 80280802 51809		A&Y PROG	GAMES			33.99				
										82.04	
						<b>CHECK TOTAL</b>	<b>82.04</b>				
2943	AMAZON CAPITAL SERVIC	0000		INV	08/01/2024	19NR-WCXC-XM16					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 51500		LIBR IT	SHARED IT			69.99				
										69.99	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/01/2024	1KWV-M3R7-DXWN					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 51500		LIBR IT	SHARED IT			414.25				
										414.25	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/01/2024	194W-971L-3G41					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 51500		LIBR IT	SHARED IT			149.99				
										149.99	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/01/2024	1TQP-1N44-1T1H					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80103		LIBR COMM	LIBR SUPP			17.80				
										17.80	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/01/2024	1KLW-NYGJ-9M13					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51802 80103		A&Y PROG	NEW COLL			126.40				
										126.40	
						<b>CHECK TOTAL</b>	<b>778.43</b>				
217	BAKER & TAYLOR LLC	0000		INV	08/01/2024	2038440333					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			951.07				
										951.07	
217	BAKER & TAYLOR LLC	0000		INV	08/01/2024	2038443774					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			668.65				
										668.65	

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L080124 08/02/2024  
 DUE DATE: 08/02/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
217	BAKER & TAYLOR LLC	0000		INV	08/01/2024	2038443820					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801 80103		A&Y PROG	LIBR BOOKS		932.04					
							932.04				
						<b>CHECK TOTAL</b>	<b>2,551.76</b>				
1261	FIRST BUSEY CORPORATI	0000		INV	08/01/2024	68276					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280803 52912		ARCHIVES	FACILTYREN		70.00					
							70.00				
						<b>CHECK TOTAL</b>	<b>70.00</b>				
2257	CFS - CUSTOM FACILITY	0000		INV	08/01/2024	2024-06-46					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52201		LIBR FAC	BLDG MAINT		783.00					
							783.00				
						<b>CHECK TOTAL</b>	<b>783.00</b>				
1345	CHAMPAIGN COUNTY	0017		INV	08/01/2024	165					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 52600		LIBR IT	UTILITIES		200.00					
							200.00				
						<b>CHECK TOTAL</b>	<b>200.00</b>				
3344	CONSTELLATION NEWENER	0001		INV	08/01/2024	68840351001					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES		14,041.67					
							14,041.67				
						<b>CHECK TOTAL</b>	<b>14,041.67</b>				
2532	HARTFORD ACCIDENT AND	0001		INV	08/01/2024	68278					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 52721		LIBR CTRL	WC CLAIM		7,680.00					
							7,680.00				
						<b>CHECK TOTAL</b>	<b>7,680.00</b>				

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: L080124 08/02/2024  
 DUE DATE: 08/02/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
1264	ILLINOIS AMERICAN WAT	0001		INV	08/01/2024	68442					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES			63.77				
										63.77	
										<b>CHECK TOTAL</b>	<b>63.77</b>
1264	ILLINOIS AMERICAN WAT	0001		INV	08/01/2024	68443					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES			325.99				
										325.99	
										<b>CHECK TOTAL</b>	<b>325.99</b>
2260	INGRAM INDUSTRIES INC	0000		INV	08/01/2024	82878924					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			159.97				
										159.97	
										<b>CHECK TOTAL</b>	<b>325.99</b>
2260	INGRAM INDUSTRIES INC	0000		INV	08/01/2024	82894531					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			218.12				
										218.12	
										<b>CHECK TOTAL</b>	<b>18.35</b>
2260	INGRAM INDUSTRIES INC	0000		INV	08/01/2024	82915175					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51801		A&Y PROG	LIBR BOOKS			18.35				
										18.35	
										<b>CHECK TOTAL</b>	<b>396.44</b>
254	CAROL INSKEEP	0000		INV	08/01/2024	68265					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812		LIBR COMM	LIBR SUPP			24.46				
										24.46	
										<b>CHECK TOTAL</b>	<b>24.46</b>
3283	LEON WILSON	0000		INV	08/01/2024	68374					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 52320		LIBR IT	TRAVEL			219.01				
										219.01	
										<b>CHECK TOTAL</b>	<b>219.01</b>

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: L080124 08/02/2024  
 DUE DATE: 08/02/2024

CASH ACCOUNT: 802 10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
268	MIDWEST TAPE	0000		INV	08/01/2024	505796692			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280802 51804		A&Y PROG	AUDIOBOOKS			89.98		
	2 80280802 51806		A&Y PROG	DVD			385.37		
									475.35
268	MIDWEST TAPE	0000		INV	08/01/2024	505796750			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280802 51807 80103		A&Y PROG	RECORDING			133.74		
	2 80280802 51806 80103		A&Y PROG	DVD			53.22		
									186.96
									<b>662.31</b>
2516	THE NEW LINCOLN SQUAR	0000		INV	08/01/2024	68266			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280803 52912		ARCHIVES	FACILTYREN			725.00		
									725.00
									<b>725.00</b>
2952	PAVLOV MEDIA INC	0000		INV	08/01/2024	INV152293			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280808 52999		LIBR IT	OTHER SVCS			800.00		
									800.00
									<b>800.00</b>
1272	ROGARDS	0000		INV	08/01/2024	051832-00			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280801 51900		LIBR CTRL	OTHER SUPP			213.02		
									213.02
									<b>213.02</b>
3030	THRYV INC	0000		INV	08/01/2024	610061079678			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280801 51900		LIBR CTRL	OTHER SUPP			197.45		
									197.45
									<b>197.45</b>
27	INVOICES					WARRANT TOTAL	29,814.35		29,814.35
						CASH ACCOUNT BALANCE			3,195,908.50

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Ck Run Id# Summary

CK RUN ID#: L080124 08/02/2024  
 DUE DATE: 08/02/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES	410.47 8,048.32
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52721-	WORKER'S COMP CLAIMS	7,680.00 1,261.59
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51801-	LIBRARY BOOKS	2,016.16 1,461.35
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51801-80103	LIBRARY BOOKS	932.04 1,497.40
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51802-80103	NEW COLLECTIONS	126.40 -313.97
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51804-	AUDIOBOOKS	89.98 223.49
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51805-	CD'S	10.99 17.30
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51806-	DVD'S	422.43 267.57
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51806-80103	DVD'S	53.22 865.23
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51807-80103	RECORDINGS	133.74 115.42
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51809-	GAMES	33.99 32.96
802	80280803	ARCHIVES 802-60-80-803-000-52912-	FACILITY RENTAL	795.00 0.00
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI	783.00 54,156.08
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES	14,431.43 1,865.06
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS	634.23 39,287.93
802	80280808	LIBRARY IT 802-60-80-808-000-52320-	TRAVEL, EDUCATION AND	219.01 493.98
802	80280808	LIBRARY IT 802-60-80-808-000-52600-	UTILITIES	200.00 84.00
802	80280808	LIBRARY IT 802-60-80-808-000-52999-	OTHER CONTRACTUAL SER	800.00 6,000.00
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-51812-	LIBRARY PROGRAM SUPPL	24.46 -1,473.11
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL	17.80 150.27
			<b>FUND TOTAL</b>	<b>29,814.35</b>
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 3,195,908.50</b>		
			<b>WARRANT SUMMARY TOTAL</b>	<b>29,814.35</b>
			<b>GRAND TOTAL</b>	<b>29,814.35</b>

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: I080924 08/09/2024  
 DUE DATE: 08/09/2024

CASH ACCOUNT: 802 10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
3344	CONSTELLATION NEWENER	0001		INV	08/01/2024	68840351001			
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>			
	1 80280805 52600		LIBR FAC	UTILITIES		14,047.67			
							14,047.67		
						<b>CHECK TOTAL</b>	<b>14,047.67</b>		
<b>1 INVOICES</b>						<b>WARRANT TOTAL</b>	<b>14,047.67</b>		
						<b>CASH ACCOUNT BALANCE</b>	<b>3,195,908.50</b>		

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Ck Run Id# Summary

CK RUN ID#: 1080924 08/09/2024  
 DUE DATE: 08/09/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES 14,047.67	1,865.06
<b>FUND TOTAL</b>			<b>14,047.67</b>	
<b>CASH ACCOUNT 802 10100</b>		<b>BALANCE 3,195,908.50</b>		
<b>WARRANT SUMMARY TOTAL</b>			<b>14,047.67</b>	
<b>GRAND TOTAL</b>			<b>14,047.67</b>	



# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I080824 08/08/2024  
 DUE DATE: 08/08/2024

CASH ACCOUNT: 802 10100		CASH									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3125	ALLIANCE ENTERTAINMEN	0000		INV	08/08/2024	PLS81350827					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51806		A&Y PROG	DVD			99.24				
										99.24	
										<b>CHECK TOTAL</b>	<b>99.24</b>
2943	AMAZON CAPITAL SERVIC	0000		INV	08/08/2024	1KHM-RR4X-67CT					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280808 51500		LIBR IT	SHARED IT			54.97				
										54.97	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/08/2024	1VLM-PY4P-7DF1					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280801 51900		LIBR CTRL	OTHER SUPP			14.95				
										14.95	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/08/2024	17FK-XFCN-PV9Q					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80102		LIBR COMM	LIBR SUPP			199.99				
										199.99	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/08/2024	1F17-RFL6-PYX7					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80102		LIBR COMM	LIBR SUPP			79.99				
										79.99	
2943	AMAZON CAPITAL SERVIC	0000		INV	08/08/2024	1X91-XNT1-QNXM					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80102		LIBR COMM	LIBR SUPP			133.08				
										133.08	
										<b>CHECK TOTAL</b>	<b>482.98</b>
96	AMEREN ILLINOIS COMPA	0000		INV	08/08/2024	68605					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES			1,957.72				
										1,957.72	
										<b>CHECK TOTAL</b>	<b>1,957.72</b>
96	AMEREN ILLINOIS COMPA	0000		INV	08/08/2024	68668					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280805 52600		LIBR FAC	UTILITIES			544.58				
										544.58	

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I080824 08/08/2024  
 DUE DATE: 08/08/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK			
					<b>CHECK TOTAL</b>	<b>544.58</b>					
217	BAKER & TAYLOR LLC	0000	INV	08/08/2024	2038457021						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			1,015.53					
									1,015.53		
217	BAKER & TAYLOR LLC	0000	INV	08/08/2024	2038452155						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51801	A&Y PROG	LIBR BOOKS			757.44					
									757.44		
217	BAKER & TAYLOR LLC	0000	INV	08/08/2024	2038457022						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 81080833 51801	CHILD GIFT	LIBR BOOKS			607.48					
									607.48		
217	BAKER & TAYLOR LLC	0000	INV	08/08/2024	5019031793						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51801 80103	A&Y PROG	LIBR BOOKS			30.23					
									30.23		
217	BAKER & TAYLOR LLC	0000	INV	08/08/2024	2038457128						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51801	A&Y PROG	LIBR BOOKS			852.19					
									852.19		
217	BAKER & TAYLOR LLC	0000	INV	08/08/2024	2038457320						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51801	A&Y PROG	LIBR BOOKS			128.54					
									128.54		
					<b>CHECK TOTAL</b>				<b>3,391.41</b>		
3208	SUNDAY NEWS DELIVERY	0000	INV	08/08/2024	68710						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280802 51803	A&Y PROG	LIBR PER			120.18					
									120.18		
					<b>CHECK TOTAL</b>				<b>120.18</b>		
837	CINTAS CORPORATION	0001	INV	08/08/2024	4201068163						
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>						
	1 80280805 52999	LIBR FAC	OTHER SVCS			129.01					
									129.01		

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I080824 08/08/2024  
 DUE DATE: 08/08/2024

CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
					<b>CHECK TOTAL</b>	<b>129.01</b>			
2187	CLEAR SOLUTIONS, INC	0000	INV	08/08/2024	285327				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280809 52909	LIBR COMM	AD/MRK/PE			101.94			
					<b>CHECK TOTAL</b>	<b>101.94</b>			
1062	CONSOLIDATED COMMUNIC	0001	INV	08/08/2024	68718				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280805 52600	LIBR FAC	UTILITIES			418.97			
					<b>CHECK TOTAL</b>	<b>418.97</b>			
20	DAVIS HOUK MECHANICAL	0000	INV	08/08/2024	423071				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280805 52201	LIBR FAC	BLDG MAINT			140.50			
					<b>CHECK TOTAL</b>	<b>140.50</b>			
192	RACHEL FULLER	0000	INV	08/08/2024	68717				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280800 52320	LIBR ADMIN	TRAVEL			325.00			
					<b>CHECK TOTAL</b>	<b>325.00</b>			
3390	GREAT AMERICA FINANCI	0000	INV	08/08/2024	37112071				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280808 52203	LIBR IT	MAINT AGRM			354.41			
					<b>CHECK TOTAL</b>	<b>354.41</b>			
1264	ILLINOIS AMERICAN WAT	0001	INV	08/08/2024	68615				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
1	80280805 52600	LIBR FAC	UTILITIES			27.91			
					<b>CHECK TOTAL</b>	<b>27.91</b>			

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I080824 08/08/2024  
 DUE DATE: 08/08/2024

CASH ACCOUNT: 802 10100		CASH								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
2260	INGRAM INDUSTRIES INC	0000		INV	08/08/2024	82998324				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS		420.42				
							420.42			
2260	INGRAM INDUSTRIES INC	0000		INV	08/08/2024	83023024				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 802 46290		LGEN FUND	OTHR REIMB		14.99				
	2 80280802 51801		A&Y PROG	LIBR BOOKS		95.62				
							110.61			
2260	INGRAM INDUSTRIES INC	0000		INV	08/08/2024	82965155				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51801		A&Y PROG	LIBR BOOKS		64.28				
							64.28			
							<b>CHECK TOTAL</b>			<b>595.31</b>
1990	KANOPY INC.	0000		INV	08/08/2024	409988 – PPU				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51811		A&Y PROG	DOWNLOAD		1,080.00				
							1,080.00			
							<b>CHECK TOTAL</b>			<b>1,080.00</b>
3430	MANSFIELD POWER & GAS	0000		INV	08/08/2024	MNS282119				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280805 52600		LIBR FAC	UTILITIES		2,295.72				
							2,295.72			
							<b>CHECK TOTAL</b>			<b>2,295.72</b>
268	MIDWEST TAPE	0000		INV	08/08/2024	505842842 hoopla				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51811		A&Y PROG	DOWNLOAD		5,248.05				
							5,248.05			
268	MIDWEST TAPE	0000		INV	08/08/2024	505814394				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51807 80103		A&Y PROG	RECORDING		10.49				
							10.49			
268	MIDWEST TAPE	0000		INV	08/08/2024	505814396				
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>				
	1 80280802 51806		A&Y PROG	DVD		155.18				
							155.18			

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Detail Invoice List

CK RUN ID#: I080824 08/08/2024  
 DUE DATE: 08/08/2024

CASH ACCOUNT: 802		10100		CASH					
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
						155.18			
					<b>CHECK TOTAL</b>	<b>5,413.72</b>			
871	NATIONAL PEN HOLDINGS	0000	INV	08/08/2024	113799938				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280851 51810		MER SALES LIBR SALE			174.94			
					<b>CHECK TOTAL</b>	<b>174.94</b>			
278	OCLC, INC	0001	INV	08/08/2024	1000396074				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280801 52999		LIBR CTRL OTHER SVCS			762.89			
					<b>CHECK TOTAL</b>	<b>762.89</b>			
54	OVERDRIVE INC	0000	INV	08/08/2024	01018CO24230498				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280802 51811		A&Y PROG DOWNLOAD			2,402.38			
					<b>CHECK TOTAL</b>	<b>2,402.38</b>			
1392	PARAGON MICRO INC	0000	INV	08/08/2024	S5168959				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280808 51500		LIBR IT SHARED IT			155.01			
					<b>CHECK TOTAL</b>	<b>155.01</b>			
283	QUILL CORPORATION	0000	INV	08/08/2024	39645936				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280801 51900		LIBR CTRL OTHER SUPP			152.97			
					<b>CHECK TOTAL</b>	<b>152.97</b>			
1276	SHERWIN WILLIAMS	0000	INV	08/08/2024	68719				
	<b>ACCOUNT DETAIL</b>				<b>LINE AMOUNT</b>				
	1 80280805 52201		LIBR FAC BLDG MAINT			84.38			
					<b>CHECK TOTAL</b>	<b>84.38</b>			

## ACCOUNTS PAYABLE CHECK RUN REPORT

### Detail Invoice List

CK RUN ID#: 1080824 08/08/2024  
 DUE DATE: 08/08/2024

CASH ACCOUNT: 802		10100		CASH							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
3001	SOUTH SUBURBAN GENEAL	0000		INV	08/08/2024	68622					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280803 51803		ARCHIVES	LIBR PER			55.00				
						<b>CHECK TOTAL</b>	55.00				
							<b>55.00</b>				
2482	T-MOBILE USA INC.	0001		INV	08/08/2024	68612					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280802 51802 80103	A&Y PROG	NEW COLL				1,155.20				
						<b>CHECK TOTAL</b>	1,155.20				
							<b>1,155.20</b>				
6	RACHEL VELLENGA	0000		INV	08/08/2024	68620					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80103	LIBR COMM	LIBR SUPP				10.17				
											10.17
6	RACHEL VELLENGA	0000		INV	08/08/2024	68621					
	<b>ACCOUNT DETAIL</b>					<b>LINE AMOUNT</b>					
	1 80280809 51812 80103	LIBR COMM	LIBR SUPP				34.27				
						<b>CHECK TOTAL</b>	34.27				
							<b>44.44</b>				
40	INVOICES						22,465.81				
						<b>WARRANT TOTAL</b>	22,465.81				
						<b>CASH ACCOUNT BALANCE</b>	3,195,908.50				

# ACCOUNTS PAYABLE CHECK RUN REPORT

## Ck Run Id# Summary

CK RUN ID#: 1080824 08/08/2024  
 DUE DATE: 08/08/2024

FUND	ORG	ACCOUNT	AMOUNT	AVLB BUDGET
802	802	LIBRARY GENERAL FUND 802-00-00-000-000-46290-	OTHER REIMBURSEMENTS 14.99	0.00
802	80280800	LIBRARY ADMINISTRATIO 802-60-80-800-000-52320-	TRAVEL, EDUCATION AND 325.00	1,392.48
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-51900-	OTHER SUPPLIES 167.92	8,048.32
802	80280801	LIBRARY CENTRALIZED C 802-60-80-801-000-52999-	OTHER CONTRACTUAL SER 762.89	3,619.54
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51801-	LIBRARY BOOKS 2,318.49	1,461.35
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51801-80103	LIBRARY BOOKS 1,045.76	1,497.40
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51802-80103	NEW COLLECTIONS 1,155.20	-313.97
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51803-	LIBRARY PERIODICALS 120.18	309.10
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51806-	DVD'S 254.42	267.57
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51807-80103	RECORDINGS 10.49	115.42
802	80280802	AYS COLLECTIONS 802-60-80-802-000-51811-	DOWNLOADABLES 8,730.43	24.13
802	80280803	ARCHIVES 802-60-80-803-000-51803-	LIBRARY PERIODICALS 55.00	1,020.62
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52201-	BUILDING REPAIR & MAI 224.88	54,156.08
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52600-	UTILITIES 5,244.90	1,865.06
802	80280805	LIBRARY FACILITIES 802-60-80-805-000-52999-	OTHER CONTRACTUAL SER 129.01	-155.65
802	80280808	LIBRARY IT 802-60-80-808-000-51500-	SHARED IT COSTS 209.98	39,287.93
802	80280808	LIBRARY IT 802-60-80-808-000-52203-	MAINTENANCE AGREEMENT 354.41	-552.84
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-51812-80102	LIBRARY PROGRAM SUPPL 413.06	1.73
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-51812-80103	LIBRARY PROGRAM SUPPL 44.44	150.27
802	80280809	COMMUNITY ENGAGEMENT 802-60-80-809-000-52909-	ADV/MKTING/PUBLIC EDU 101.94	4,013.28
802	80280851	MERCHANDISE SALES 802-60-80-851-000-51810-	LIBRARY RESALE PURCHA 174.94	2,058.31
			<b>FUND TOTAL</b>	<b>21,858.33</b>
<b>CASH ACCOUNT 802 10100 BALANCE 3,195,908.50</b>				
810	81080833	CHILDREN'S GIFTS 810-60-80-833-000-51801-	LIBRARY BOOKS 607.48	6,801.43
			<b>FUND TOTAL</b>	<b>607.48</b>
<b>CASH ACCOUNT 802 10100 BALANCE 3,195,908.50</b>				
			<b>WARRANT SUMMARY TOTAL</b>	<b>22,465.81</b>
			<b>GRAND TOTAL</b>	<b>22,465.81</b>

Date: August 9, 2024

To: The Urbana Free Library Board of Trustees

From: Celeste Moutos, Executive Director

Re: The DRAFT Annual Report of The Urbana Free Library Pursuant to 75 ILCS 5/4-10

Pursuant to the Local Library Act, the Board of Trustees of The Urbana Free Library, within 60 days after the close of the fiscal year, is to report in writing on the condition of their trust on the last day of the fiscal year. The report is to be verified under oath by the Secretary or other officer of the Board.

The financial information contains pre-audit information.

- **Itemized Statement of the Various Sums of Money Received from the Library Fund and from Other Sources:** See sections 8 & 12 of the Illinois Public Library Annual Report (IPLAR).
- **Itemized Statement of Expenditures:** See sections 9-12 of the IPLAR.
- **Number of Books and Periodicals Available and Number Circulated:** See sections 17-18 of the IPLAR.
- **Statement of any Personal Property Acquired by Legacy, Gift, Purchase, or Otherwise:** None
- **Statement of Any Extension of Library Service Undertaken:** None
- **Statement of Fund Requirements of the Ensuing Year for Inclusion in the Appropriation of the Corporate Authorities and Amount of Money Necessary to Levy:**

Director Moutos incorporated the Library's budget in the financial system shared with the City of Urbana. She and Associate Director Rachel Fuller presented TUFL's FY25 budget at the June 3, 2024, City Council's Committee of the Whole meeting. On June 24, 2024, the City Council passed Ordinance No. 2024-06-024 approving the fiscal year 2024-2025 annual budget which included \$4,282,194 in local property taxes for The Urbana Free Library.

In addition, the City has passed financial policies, which included the following regarding the Library ([page 14 of the document, page 2 of the Financial Policies](http://urbanaillinois.us/sites/default/files/attachments/ordinances-2016-06-045-046-resolution-2016-06-033r.pdf) <http://urbanaillinois.us/sites/default/files/attachments/ordinances-2016-06-045-046-resolution-2016-06-033r.pdf>):

B. Library General Fund: The City levies property taxes for the Library to support operations, which are funded from the Library's General Fund. The City Council approves the Library's budget, including estimated property tax revenues necessary to support the expenditure budget. When the City Council approves the property tax levy, it will include a levy sufficient to support the approved Library General Fund budget.

The City also allocates a portion of the Ameren franchise fee it receives to the Library, based on the Library's proportionate benefit from free gas therms provided by Ameren prior to the franchise agreement approved in 2015. This allocation will continue in the same proportion.

The Library will coordinate with the City's HR & Finance Director/CFO as the City works through its levy request process.

- **Statement as to the Amount of Accumulations and the Reasons Therefor:** These are some assigned funds in the Library's fund balances (pre-audit).



- \$64,243 in the Special Reserve Fund.
- \$59,034 for RHS health savings plan separation payout.
- The Library has \$121,195 in vacation time on the books.
- **Statement of Outstanding Liabilities:** See section 7 of the IPLAR.

### **Any Other Statistics, Information, and Suggestions That May Be of Interest about FY24:**

#### **Library Resources & Facilities:**

- In support of the Strategic Plan, the Library completed work on a building program passed by the Library Board on May 14, 2024.
- In alignment with our Strategic Plan goals, staff participated in a Staff Day training session on trauma-informed library services to advance the Library's EDI initiative. Four staff members and three managers comprise the EDI team that will plan the next phases of the Library's initiatives.
- The Library contracted with Davis-Houk to replace the aging East Air Handler unit. Engineering firm IMEG managed the bid process and continues to manage the construction process, which will continue into FY25.
- The Library contracted with Country Arbors Nursery to create a simplified and low-maintenance plan for the Library's perimeter landscaping to be implemented by Country Arbors Nursery in September 2024.
- The Library had a competitive purchasing process in FY24 and will replace an aging and outdated landline telephone system with a Voice over Internet Protocol (VoIP) phone system during FY25.
- The Library began a comprehensive update of the building's Disaster Plan, which includes updating vendor and supplier info, ensuring recovery procedures include current best practices, and adding a section specific to technology recovery.
- The Champaign County Historical Archives continued processing the [News-Gazette Archives Collection](#). An additional 293 pages have been added to the [people clippings index](#) and a digital exhibit about the collection has been published. Additionally, the Archives accepted nearly 70 separate acquisitions during the fiscal year, including the Dave Monk Papers and ephemera related to the Julia F. Burnham School of Nursing. The Archives also received various digital materials, including photographs from the Bar and C-Street, two openly gay public spaces that once existed at 63 Chester Street in Champaign.
- The Library created a world language collection in the Children's department by moving all of the non-English language books out of the non-fiction section into a new location. Books in this collection will be organized by language and material type and this project is ongoing into FY25. The creation of the collection and reorganization of the material will allow for increased accessibility for patrons and especially for non-native English speakers.
- The Library invited a representative from the Department of Homeland Security's Cybersecurity and Infrastructure Security Agency to do an assessment of the Library's cybersecurity. The representative was very impressed with the safeguards that are already in place and the plans for future safety implementations.

#### **Programs & Exhibits:**

- The Library launched its 150<sup>th</sup> Anniversary as an institution. The Graphics team designed two 150<sup>th</sup> Anniversary logos for use on Library merchandise and 150<sup>th</sup> Anniversary Reading Challenge prizes. Additionally, the Library hosted its 150<sup>th</sup> Birthday Party on June 15, 2024. In total, 617 community members attended the party, including Mayor Marlin, and several Library Board, Friends, and Foundation members.

Everyone enjoyed the music, games, crafts, cake, story times, and general festivities, which will continue through June 30, 2025.

- The Library and the University of Illinois unveiled the world's first publicly available quantum network at a kickoff event attended by over 200 community members. This included activities for kids, hands-on stations that explained the science and technology behind the quantum network, and a talk and demonstration that replicated the quantum experiment that won the 2022 Nobel Prize in physics. IT Manager Leon Wilson was the first member of the public to use the equipment in the demonstration to prove entanglement. The demo unit was installed at the Library to allow community members to interact with the network in an ongoing manner.
- The Champaign County Historical Archives hosted almost 40 programs and outreach events, including “Lives in Code: Stories of African American Resilience - The Illinois Black Codes, 1819-1865” with historian and educator, Caroline Kisiel; “Discovering Witches: The Real Records and Manuscripts” with Debra Dudek; a bilingual visit with Abraham Lincoln first-person interpreter, Kevin Wood; and the annual Archives Bazaar.
- Archives staff curated a total of six physical and digital exhibits. Exhibits featured materials and stories related to photography from local Cotillion Debutante Balls, LGBTQ spaces in Champaign County history, Library history in honor of the institution’s 150<sup>th</sup> anniversary in 2024, and more.
- Including Archives programs, the Library held almost 600 programs this fiscal year with a cumulative attendance of almost 19,000 community members. Notable programs included
  - Celebrate Brazilian Art & Music!, a new collaboration with the University that melded music, visual arts, and Brazilian culture
  - An eclipse viewing party with over 300 community members in attendance, including 32 Spanish/English middle school students who also got a tour of the Library
  - The most well attended Fairy Tale Ball so far with over 1,800 attendees. This was the first year the Archives participated by offering a craft, which contributed to the ball’s success
  - A bilingual Stuffed Animal Sleepover where children could come to a Spanish/English story time, leave their stuffed animal friends at the Library overnight and pick up their stuffed friend and a picture of the adventures the animals had at the Library overnight.
- Programming staff resumed annual visits to all the USD#116 elementary schools, the middle school, and the high school, a previous practice interrupted by the pandemic. Staff visited all fourteen K-5 classrooms to share stories, books, songs, a guitar from the Library of Things collection, and information about getting library cards with USD student or teacher status. Staff have also resumed visits to local preschools and reached out to almost 20 preschools to arrange visits and share information about library cards. Altogether, the school and preschool visits reached almost 3,000 community members.
- The Library was featured in the news several times for its exciting programs and events. Here are a few highlights:
  - August 30, 2023, *WCIA.com* – Urbana Free Library unveils two new library card designs <https://www.youtube.com/watch?v=5e2RF9YYPo8>
  - December 16, 2023, *Newschannel20.com* – Urbana Free Library hosts ‘Life-Size Candyland’ to promote Winter Reading Program <https://newschannel20.com/news/local/urbana-free-library-hosts-life-size-candyland-to-promote-winter-reading-program>
  - November 3, 2023, *WCIA.com* – First of its kind; Urbana Free Library receiving Public Quantum Network <https://www.wcia.com/news/first-of-its-kind-urbana-free-library-receiving-public-quantum-network/>
  - January 28, 2024 - YouTube.com - Urbana Free Library hosts 4th Annual Adult Spelling Bee <https://www.youtube.com/watch?v=Jo7Hy1ThfG0>

- February 8, 2024, *WCIA.com* – Urbana Library’s Seed Exchange helps promote green thumbs <https://www.wcia.com/news/urbana-librarys-seed-exchange-helps-promote-green-thumbs/>
- April 1, 2024, *Smile Politely* – Poetry month begins with Janice Harrington at the Urbana Free Library <https://www.smilepolitely.com/splog/poetry-month-begins-with-janice-harrington-at-the-urbana-free-library/>
- May 13, 2024 – *Chambanamoms.com* - Urbana Free Library Celebrating 150th Anniversary with Birthday Party <https://www.chambanamoms.com/2024/05/13/urbana-free-library-celebrating-150th-anniversary-with-birthday-party/>
- June 17, 2024 - *WCIA.com* - Urbana Free Library turns 150 years old <https://www.wcia.com/news/champaign-county/urbana-free-library-turns-150-years-old/>

### **Grants & Partners:**

- The Library received a \$500 grant from Looking for Lincoln to support a bilingual first-person interpretation of Abraham Lincoln during a June program.
- The School of Information Sciences | The iSchool at Illinois and the Library continue their partnership in offering an apprenticeship program. The apprenticeship allows two students to link a practicum experience with an independent study for a year-long experience at the Library. The iSchool provides each student with a \$5,000 stipend and a full fee waiver each semester.
- The Archives supports the processing of local history collections and the education of future library professionals by hosting practicum students from The School of Information Sciences | The iSchool at Illinois and other regional library science programs. This year, the Archives hosted three practicum students. They used archival standards to arrange and describe archival materials, preserved digitized and born-digital materials, developed a digital historical walking tour of sites in downtown Urbana, and provided information services related to local history and genealogy.
- In addition to the practicum students supported by the Archives, the Library hosted an additional three practicum students in the Patrons Services and Community Engagement departments. Practicum students received professional experience planning programs and providing information services under the guidance of Library staff.
- Sara Bennett was accepted into the Digital POWRR Peer Assessment Program for 2024, a project funded by a national Institute of Museum and Library Services (IMLS) grant. This is a yearlong training program for librarians and archivists at under-resourced organizations to learn about digital preservation best practices and assessment with a mentor and create a community of practice. In addition to Sara receiving a stipend, the Archives and Library will receive an \$870 award that can be used to support digital preservation activities.
- Archives staff met with several local organizations this year to further connections between like-minded institutions. Meetings and visits to the Archives were convened with Champaign County Genealogical Society members and staff from the Museum of the Grand Prairie. Archives staff also went on a field trip to the University of Illinois’ Oak Street Library and Conservation Lab. During the meetings, staff and partner organizations discussed their current working relationships, potential collaborative opportunities, and other ways to uphold the longstanding connection between the Library and other institutions working to preserve local history.

- The Library was awarded \$3,550 for the 2024 Urbana Arts Grant. During the project, local artists can apply to be one of three artists-in-residence and create multiple workshops for all ages.
- The Library has been awarded \$20,500 for the City of Urbana’s Youth Services Grant for FY25. The grant will allow staff to upgrade equipment used in maker-space programming for youth and regularly serve snacks at those programs.
- The Library partnered with the CU Community Fab Lab on their application for the University of Illinois’ Building Beyond the Barriers Community Grant to create a maker-in-residence program this spring. The whole project was awarded \$29,293, with \$10,000 of the funds dedicated to new maker equipment for the Library. These supplies will expand the type of maker workshops the Library can hold and increase the number of community members the Library can host at current maker programs. The maker-in-residence program held 7 workshops across Champaign-Urbana during the spring, two of which were held at the Library during Teen Open Lab.
- Olivia Coleman was hired as a bilingual Spanish/English Programming Specialist. This position was funded in part by an ARPA grant from the City of Urbana. Olivia quickly started going on outreach visits and meeting with local immigrant and refugee service organizations. She has begun creating bilingual youth programs and is expanding Library offerings in FY25.

**Professional Development and Contributions:**

- Rachel Fuller was elected to the Illinois Library Association’s (ILA) Executive Board and will begin a three-year term as Director-at-Large on July 1, 2024. In addition to the election in FY24, Rachel also served on ILA’s Serving Our Public Committee, which sets standards for libraries throughout the State of Illinois.
- Celeste Moutos served again on the committee and as a mentor for Director’s University. Celeste is an Advisory Board member on the National Leadership Grant that Masooda Bashir (The School of Information Sciences | The iSchool at Illinois) received to focus on developing a national forum on public libraries and privacy protections. Celeste presented on a panel at the Public Library Association’s national conference in April 2024 on Protecting Patron Privacy in Public Libraries.
- Dawn Cassady is participating as a member of HR Source Advisory Council
- Due to the rich local history associated with Abraham Lincoln in Champaign County, Pat Cain serves as a member of the Abraham Lincoln National Heritage Area Steering Council and institutional representative for the Lincoln Legacy Committee of Champaign County.
- Sara Bennett is Co-President of the Champaign County Museums Network, a group of local museums, archives, nature centers, and similar organizations that collaborate to raise awareness of Champaign County museums' rich offerings and services.
- Lauren Chambers became the co-chair of the Illinois Libraries Presents (ILP) Data and Numbers Committee. ILP is a coalition of Illinois public libraries that provides high-quality virtual programming featuring well-known and diverse authors and speakers that libraries could not afford on their own.



80280805-52600

# Monthly Invoice

Statement Date: 07/24/2024

Customer Number: 876594-47

City of Urbana - 5158373000  
210 W GREEN ST UNIT ELE  
URBANA, IL 61801-3953

**Total Amount Due by 08/14/2024 \$14,047.67**

**Rate Plan:** Fixed Price Solutions  
**Account ID:** 13992008  
**Utility Number:** 5158373000  
**Service Period:** 6/19/2024 to 7/20/2024  
**Statement Number:** 68840351001

**Previous Balance:** \$13,592.49  
**Payments Since Last Invoice:** -\$13,592.49  
**Unpaid Balance:** \$0.00  
**Late/Finance Charges:** \$0.00  
**Credit/Adjustments:** \$0.00  
**Total New Charges:** \$14,047.67

## HOW WE CALCULATED YOUR BILL

See reverse side for detailed description of charges →

### UDC Charges

\$4,502.85

### Market Charges

\$0.00



### Contract Charges

\$9,544.82

## CONSUMPTION HISTORY



Current month's reading is **Actual**.

## MONTHLY USAGE

Current Month **125,277** kWh

▲ **23.0%** from last year

Last Month  
**122,076**  
kWh

Last Year  
**101,833**  
kWh

You can also pay your bill online - go to Energy Manager at <https://energymanager.constellation.com> to get started. It's fast, simple and secure.

Detach stub and enclose with your payment in return envelope. Please write your statement number on your check. Thank you for your payment!

Statement Number: 68840351001

Customer Number: 876594-47



PO Box 4911  
Houston, TX 77210-4911

**Total Amount Due by 08/14/2024 \$14,047.67**

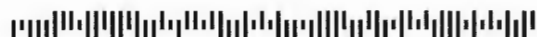
AMOUNT ENCLOSED



0103785 01 MB 0.571 \*\*AUTO T7 0 4206 61801-395310 -C03-P03788-1 2



URBANA FREE LIBRARY  
CITY OF URBANA  
ATTN: ACCOUNTS PAYABLE  
210 W GREEN ST  
URBANA IL 61801-3953



MAKE CHECKS PAYABLE TO:  
CONSTELLATION NEWENERGY, INC.  
PO BOX 4640  
CAROL STREAM IL 60197-4640

181068840351001000000004700008765940014047674

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**HAVE A QUESTION OR EMERGENCY?**

To Contact Your Local Utility  
Ameren IP  
800-755-5000

**Total Amount Due by 08/14/2024 \$14,047.67**

**For Customer Care Contact Constellation**

**Website** <https://energymanager.constellation.com>  
**Email** [customercare@constellation.com](mailto:customercare@constellation.com)  
**Phone** 844-6ENERGY (844-636-3749)

Meter Number:	SERVICE PERIOD START	SERVICE PERIOD END	USAGE
25900955	06/19/2024	07/20/2024	<b>125,277.000</b>

**DETAILED CHARGES**

	Quantity	Rate	Amount
<b>Contract Charges</b>			
Energy-Fixed Price	125,276.52 kWh	\$0.0761900/kWh	\$9,544.82
<b>Subtotal Contract Charges</b>			<b>\$9,544.82</b>
<b>Market Charges</b>			
Reliability Must Run	125,276.50 kWh	\$0.0000000/kWh	\$0.00
Renewable Portfolio Standards	125,276.50 kWh	\$0.0000000/kWh	\$0.00
<b>Subtotal Market Charges</b>			<b>\$0.00</b>
<b>UDC Charges</b>			
<b>Subtotal UDC Charges</b>			<b>\$4,502.85</b>
<b>Total New Charges</b>			<b>\$14,047.67</b>

**Message Center**

The move to our new digital platform has begun for Power only customers. If you are using our current web-based customer service platform, Energy Manager, keep an eye on your email for details regarding the transition. We'll make sure you have what you need to easily access and use the platform. For more information, read our FAQs at <https://www.constellation.com/constellations-new-digital-experience-faq.html>.

Thank you for your prompt payment. A finance charge of 1.5% per month may be assessed on all past due invoices.

Thank you for choosing Constellation as your electric supplier.

**Other Ways to Pay Your Bill**



**Energy Manager**

Manage your account at:  
<https://energymanager.constellation.com>



**Phone**

Call 844-6ENERGY  
(844-636-3749)  
for our 24/7  
phone payment option



**ACH/WIRE**

CONSTELLATION NEWENERGY, INC.  
ACH/WIRE: WELLS FARGO, ABA 121000248 /  
ACCOUNT 4879656445  
ACH/WIRE NOTIFICATION:  
[PAYMENTS@CONSTELLATION.COM](mailto:PAYMENTS@CONSTELLATION.COM)

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**Total Amount Due by 08/14/2024 \$14,047.67**

## Message Center (Cont)

To ensure timely application of your payment, please include your Statement Number on your payment remittance. Thank you for being a valued Constellation Customer!

**Adjustments:** Any adjustments that were made to your account within the invoice period. Adjustments may be made for a variety of reasons, including special contract calculations, corrections to prior bills, or settlement of disputed charges.

**Administration Fee or Service Charge:** The fee or charge set forth for each account per billing cycle.

**Ancillary Service Charges:** Charges regarding ancillary services as set forth in the applicable Independent Service Operator (ISO) Open Access Transmission Tariff (OATT) and for other ISO costs not included in the definition of Capacity Costs, Energy Costs, and Transmission Costs. Generally, these costs are associated with ensuring the reliability of the electrical grid.

**Capacity Charge:** Charge for fulfilling the capacity requirements for the Account(s) imposed by the ISO or otherwise. Generally, these costs are associated with ensuring there is enough generating capacity available now and in the future to meet customer requirements.

**Energy Charge - Non-Time of Use (TOU):** Charge per kWh for electricity supplied for all hours of each day.

**Kilowatt Hour (kWh):** A measure of the quantity of electricity (energy) that you use.

**Late Fees or Finance Charges:** Additional charges assessed to accounts for late payment of invoices. Payment terms and charge calculations are specified in your contract.

**Line Loss Charges:** The cost associated with the loss of electricity as it travels over the transmission and distribution wires.

**Reliability Must Run (RMR):** Ancillary service administered by the ISO. Generation resources scheduled to operate out-of-merit order and identified by the ISO as necessary to preserve regional system reliability.

**Renewable Portfolio Standards Cost (RPS):** NewEnergy's cost of procuring renewable energy to comply with Renewable Portfolio Standards (RPS) requirements, usually established by individual states. Generally, these costs are associated with requirements to support generating units that produce power using renewable fuels such as water (hydro-electric) and solar.

**Retail Service Charge:** A contracted charge for supplying electricity to an account, based upon total kWh consumption per billing cycle.

**Retail Trade Transaction (RTT):** The fixed unit Price and Quantity for a specific commodity for a specific delivery point and pattern.

**Transmission Service Charge:** The charge for Network Transmission Service as identified in the applicable OATT Tariff for the provision of transmission service by the ISO within the Utility's service territory. Generally, these costs are associated with building and maintaining the electric transmission lines.

You may access the Environmental Disclosure information on our website - <http://www.constellation.com/disclosures>

**Disputed Invoices:** Should you question any portion of your Constellation NewEnergy invoice, please call 844-6ENERGY (844-636-3749) Monday to Friday 8AM-6PM Eastern Time, email, or write to: Constellation NewEnergy, c/o Customer Care, PO Box 4911 Houston, TX 77210-4911. If you have a billing dispute that you are not able to resolve with Constellation NewEnergy you may file a complaint with the Illinois Commerce Commission (ICC). The ICC can be reached by phone at 217-782-7434, or you may visit their website at [www.icc.illinois.gov](http://www.icc.illinois.gov).

In the event of a service interruption or electric emergency, please contact your utility directly at:

Ameren IP 800-755-5000

**DISCLAIMER: General Understanding - This glossary is for informational purposes only. Please refer to your agreement with us for the defined terms that govern the contractual obligations applicable to us supplying you. Not all defined terms set forth above may be applicable to your agreement with Constellation NewEnergy.**

Statement Number: 68840351001

Customer Number: 876594-47

Invoice Number: 68840351001

### UTILITY DISTRIBUTION CHARGES

**BillingGroup Name** City of Urbana  
**Service Location** 210 W GREEN ST UNIT ELE

**Ameren IP Account ID:** 5158373000  
**Amount Due** \$4,502.85

### METER READINGS

READ DATE	METER NO.	LOAD TYPE	READING TYPE	METER READING		MULTIPLY X	USAGE
				PREVIOUS	PRESENT		
07/21/2024	25900955	General Service	Pk kW	Actual	Actual		227.040
07/21/2024	25900955	General Service	Total kWh	Actual	Actual		125,276.520

### INVOICE DETAILS

**Rate Class - General Delivery Service (SECOND**

**Service :** 06/19/2024 To 07/20/2024 - 31 Days

CHARGE TYPE	QUANTITY	UOM	RATE	AMOUNT
Clean Energy Assistance Charge	125277.00	KH	0.00176	\$220.49
Coal to Solar and Energy Storage Charge	125277.00	KH	2e-05	\$2.51
Customer Charge	0.00		0	\$46.66
Customer Generation Charge	0.00		0	\$65.72
Delivery Service Cost Adjustment	0.00		0	\$209.55
Distribution Delivery kW Charge	227.00	K1	7.889	\$1,790.80
EDT Cost Recovery	0.00		0	\$156.98
Electric Deferred Income Tax Adjustment	0.00		0	-\$58.37
Electric Environmental Adjustment	125277.00	KH	0.000364	\$45.60
Energy Efficiency Programs Charge	125277.00	KH	0.00293	\$367.06
Energy Transition Assistance Charge	125277.00	KH	0.00072	\$90.20
Illinois State Electricity Excise Tax	0.00		0	\$386.29
Meter Charge	0.00		0	\$11.90
Municipal Tax	0.00		0	\$444.79
Renewable Energy Adjustment	125277.00	KH	0.00458	\$573.77

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Statement Number: 68840351001

Customer Number: 876594-47

Invoice Number: 68840351001

### UTILITY DISTRIBUTION CHARGES

**BillingGroup Name** City of Urbana  
**Service Location** 210 W GREEN ST UNIT ELE

**Ameren IP Account ID:** 5158373000  
**Amount Due** \$4,502.85

### INVOICE DETAILS (Con't)

CHARGE TYPE	QUANTITY	UOM	RATE	AMOUNT
Single Bill Option Credit	0.00		0	-\$0.21
Transformation Charge	234.90	K1	0.59	\$138.59
Utility-Owned Solar and Storage Adjustment	125277.00	KH	8.4e-05	\$10.52
<b>Total New Charges</b>				<b>\$4,502.85</b>

### THIS IS NOT AN INVOICE - DO NOT PAY

We are required by your utility to include these charges for informational purpose only.  
Constellation NewEnergy, Inc. is responsible for payment of the Total Current Charges.  
For Questions about Utility Charges? Call 800-755-5000

**IPLAR**

**IDENTIFICATION (1.1 - 1.31)**

This section is information about the administrative entity. "Administrative Entity" is defined as the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet or it may have more than one outlet (an outlet is a location, whether a central library, branch or bookmobile). The majority of the information in this section is pre-filled. If information needs to be updated, enter the corrected information in the box provided on the next line of the survey.

1.1 ISL Control # [PLS 151, PLS 701]	30665
1.2 ISL Branch # [PLS 151, PLS 701]	00
1.3a FSCS ID [PLS 150, PLS 700]	IL0538
1.3b FSCS_SEQ [PLS 700]	002
1.4a Legal Name of Library [PLS 152]	Urbana Free Library
1.4b If the library's name has changed, then enter the updated answer here.	
1.4c Was this an official name change?	
1.5a Facility Street Address [PLS 153]	210 West Green Street
1.5b If the facility's street address has changed, then enter the updated answer here.	
1.5c Was this a physical location change?	
1.6a Facility City [PLS 154]	Urbana
1.6b If the facility's city has changed, then enter the updated answer here.	
1.7a Facility Zip [PLS 155]	61801
1.7b If the facility's zip code has changed, then enter the updated answer here.	
1.8a Mailing Address [PLS 157]	210 West Green Street
1.8b If the facility's mailing address has changed, then enter the updated answer here.	
1.9a Mailing City [PLS 158]	Urbana
1.9b If the facility's mailing city has changed, then enter the updated answer here.	
1.10a Mailing Zip [PLS 159]	61801
1.10b If the facility's mailing zip code has changed, then enter the updated answer here.	
1.11a Library Telephone Number [PLS 162]	2173674058
1.11b If the telephone number has changed, then enter the updated answer here.	
1.12a Library FAX Number	2173674061
1.12b If the fax number has changed, then enter the updated answer here.	
1.13 Website	<a href="http://urbanafreelibrary.org">http://urbanafreelibrary.org</a>

**Library Director's Information**

Please enter the full name, title and e-mail address of the library director.

1.14 Name	Celeste Moutos
1.15 Title	Executive Director
1.16 Library Director's E-mail	<a href="mailto:cmoutos@urbanafree.org">cmoutos@urbanafree.org</a>

**Library Information**

Please provide the requested information about the library type.

1.17a Type of library	City
1.17b If the library type has changed, then enter the updated answer here.	
1.18 Is the main library a combined public and school library?	No
1.19 Does your library contract with another library to RECEIVE ALL your library services?	No

**Contract for Services**

Please provide the full legal name(s) of the library(ies) with which your library contracts for service. If you need more than one line, a new one will appear once text has been entered in the first box.

Number of contracting libraries:	
----------------------------------	--

Legal name of library you contract with:	
--	--

## Administrative Information

Libraries are required by statute [75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)] to provide a statement as to any extensions of library service or any changes to the limits or boundaries of library service areas. Most of the information in this section will be pre-filled. If the information is incorrect, please enter the updated information in the box provided on the next line of the survey. If your library has had a population change, you must submit official verification to the Illinois State Library.

1.21a County in which the administrative entity is located [PLSC 161]	Champaign
1.21b If the administrative entity's county has changed, then enter the updated answer here.	
1.22a Did the administrative entity's legal service area boundaries change during the past year? [PLS 205]	
1.22b IF YES, indicate the reason for the boundary change	
1.23a Population residing in tax base (Use the latest official federal census figure) [PLS 208]	38,336
1.23b If the population residing in the tax base has had a LEGAL change, then enter the updated answer here.	
1.23c Documentation of legal population change	
1.24 If the population has changed from the prior year's answer, then indicate the reason.	
1.25a This library is currently a member of what Illinois library system?	IHLS
1.25b If the library's system has changed, then enter the updated answer here.	

## Federal Public Library Criteria

According to the Institute of Museum and Library Services' Public Library Survey, a public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following:

1. An organized collection of printed or other library materials, or a combination thereof;
2. Paid staff;
3. An established schedule in which services of the staff are available to the public;
4. The facilities necessary to support such a collection, staff, and schedule; and
5. Is supported in whole or in part with public funds.

1.26 Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.27 Does this library have paid staff?	Yes
1.28 Does this library have an established schedule in which services of the staff are available to the public?	Yes
1.29 Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.30 Is this library supported in whole or in part with public funds?	Yes
1.31 Does this public library meet ALL the criteria of the FSCS public library definition? [PLS 203]	Yes

## SERVICE OUTLETS (2.1 - 2.16)

This section gathers information about the service outlets (centrals, branches, bookmobiles) of your library. Locations can only be added to this survey by State Library staff. If you have a branch or bookmobile and do not see its name listed in question 2.3a, please contact Pat Burg (217-785-1168, pburg@ilsos.gov) so that it can be added.

2.1a Total number of bookmobiles [PLS 211 & PLS 712]	0
2.1b Total number of branch libraries [PLS 210]	0
2.2a Are any of the branch libraries a combined public and school library?	No
2.2b If YES, provide the name of the branch or branches in the box provided.	

## Service Outlet Name

Location	2.3a Branch or Bookmobile Legal Name [PLS 702]	2.3b If the outlet's legal name has changed, then enter the updated answer here.	2.3c Was this an official name change?
URBANA FREE LIB.	URBANA FREE LIBRARY		

## ISL Control Number

Location	2.4 ISL Control # [PLS 701]	2.5 ISL Branch # [PLS 701]
URBANA FREE LIB.	30665	3066500

## Street Address

Location	2.6a Street Address [PLS 703]	2.6b If the outlet's street address has changed, then enter the updated answer here.	2.6c Was this a physical location change?

URBANA FREE LIB.	210 WEST GREEN STREET		
------------------	-----------------------	--	--

**Address**

Location	2.7a City [PLS 704]	2.7b If the outlet's city has changed, then enter the updated answer here.	2.8a Zip Code [PLS 705]	2.8b If the outlet's zip code has changed, then enter the updated answer here.
URBANA FREE LIB.	URBANA		61801	

**County & Phone**

Location	2.9a County [PLS 707]	2.9b If the outlet's county has changed, then enter the updated answer here.	2.10a Telephone [PLS 708]	2.10b If the outlet's phone number has changed, then enter the updated answer here.
URBANA FREE LIB.	Champaign		2173674057	

**Square Feet**

Location	2.11a Square Footage of Outlet [PLS 711]	2.11b If the facility's square footage has changed, then enter the updated answer here.	2.11c Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.
URBANA FREE LIB.	50,000		

**IDs**

**Hours and Attendance**

Location	2.12 Total public service hours PER YEAR for this service outlet [PLS 713]	2.13 Total number of weeks, during the fiscal year, this service outlet was open for service to the public [PLS 714]	2.14 Total annual attendance/visits in the outlet
URBANA FREE LIB.	3,560	52	230,149

**ANNUAL REPORT DATA (3.1 - 3.7)**

Please enter the time period covered by this annual report and the name and contact information for the person preparing the report. The report period should cover the time from the end of the previous IPLAR through the end of your most current fiscal year. If your library switched to a new fiscal year during the latest period, this may mean that your report needs to cover more or less than a twelve (12) month period.

3.1 Fiscal Year Start Date (mm/dd/year) [PLS 206]	07/01/2023
3.2 Fiscal Year End Date (mm/dd/year) [PLS 207]	06/30/2024
3.3 Number of months in this fiscal year	12
3.4 Name of person preparing this annual report	Rebecca Brown
3.5 Telephone Number of Person Preparing Report	217-367-4058
3.6 FAX Number	217-367-4061
3.7 E-Mail Address	rbrown@urbanafree.org

**REFERENDA (4.1 - 4.7)**

Please enter information regarding any referenda the library was involved in during the fiscal year report period. A referendum requires a question be submitted to the voters at an election held under the general election law. Examples are: bond issue, district establishment, tax increase.

4.1a Was your library involved in a referendum during the fiscal year reporting period?	No
4.1b How many referenda was your library involved in?	

**Referendum 1**

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

**Referendum 2**

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

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**Referendum 3**

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

**Referendum 4**

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

**Referendum 5**

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

**CURRENT LIBRARY BOARD (5.1 - 5.13)**

Please report the number of board seats and the number of vacancies. Be sure to provide current board member information; including name, position, telephone number, e-mail address, home address, and term expiration date. If there are vacancies, please explain.

All personal identifying information is FOIA exempt and will NOT be released to the public. The only information that the Illinois State Library will release upon request is the board member name, trustee position and term expiration date.

Report the most current information available.

5.1 Total number of board seats	9
5.2 Total number of vacant board seats	0
5.2b Please explain	-1 Not Applicable
5.3 This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes
5.4 IF NO, please explain	

**First Member**

5.5 Name	Dan Urban
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	06/2027
5.8 Telephone Number	217-766-8934
5.9 E-mail Address	durban@urbanafree.org
5.10 Home Address	206 Pell Circle
5.11 City	Urbana
5.12 State	IL
5.13 Zip Code	61801

**Second member**

5.5 Name	Beth Scheid
5.6 Trustee Position	Vice-President
5.7 Present Term Ends (mm/year)	06/2025
5.8 Telephone Number	217-384-4966
5.9 E-mail Address	bscheid@urbanafree.org
5.10 Home Address	2502 Brookens Circle
5.11 City	Urbana
5.12 State	IL

<b>5.13 Zip Code</b>	<b>61801</b>
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### Third member

<b>5.5 Name</b>	<b>Erica Bellina</b>
<b>5.6 Trustee Position</b>	Secretary/Treasurer
<b>5.7 Present Term Ends (mm/year)</b>	<b>06/2027</b>
<b>5.8 Telephone Number</b>	<b>312-342-6614</b>
<b>5.9 E-mail Address</b>	<b>ebellina@urbanafree.org</b>
<b>5.10 Home Address</b>	<b>1812 Ridge Park</b>
<b>5.11 City</b>	<b>Urbana</b>
<b>5.12 State</b>	<b>IL</b>
<b>5.13 Zip Code</b>	<b>61802</b>

### Fourth member

<b>5.5 Name</b>	<b>Brandyn Mason</b>
<b>5.6 Trustee Position</b>	Other
<b>5.7 Present Term Ends (mm/year)</b>	<b>06/2025</b>
<b>5.8 Telephone Number</b>	<b>219-808-1405</b>
<b>5.9 E-mail Address</b>	<b>bmason@urbanafree.org</b>
<b>5.10 Home Address</b>	<b>2406 Strickler Lane</b>
<b>5.11 City</b>	<b>Urbana</b>
<b>5.12 State</b>	<b>IL</b>
<b>5.13 Zip Code</b>	<b>61802</b>

### Fifth member

<b>5.5 Name</b>	<b>Shirese Hursey</b>
<b>5.6 Trustee Position</b>	Other
<b>5.7 Present Term Ends (mm/year)</b>	<b>06/2025</b>
<b>5.8 Telephone Number</b>	<b>217-721-4176</b>
<b>5.9 E-mail Address</b>	<b>shursey@urbanafree.org</b>
<b>5.10 Home Address</b>	<b>1309 Ellis Drive</b>
<b>5.11 City</b>	<b>Urbana</b>
<b>5.12 State</b>	<b>IL</b>
<b>5.13 Zip Code</b>	<b>61801</b>

### Sixth member

<b>5.5 Name</b>	<b>Rob Bennett</b>
<b>5.6 Trustee Position</b>	Other
<b>5.7 Present Term Ends (mm/year)</b>	<b>06/2026</b>
<b>5.8 Telephone Number</b>	<b>405-408-9281</b>
<b>5.9 E-mail Address</b>	<b>rbennett@urbanafree.org</b>
<b>5.10 Home Address</b>	<b>1902 Golfview Drive</b>
<b>5.11 City</b>	<b>Urbana</b>
<b>5.12 State</b>	<b>IL</b>
<b>5.13 Zip Code</b>	<b>61801</b>

### Seventh member

<b>5.5 Name</b>	<b>Liz Sands</b>
<b>5.6 Trustee Position</b>	Other
<b>5.7 Present Term Ends (mm/year)</b>	<b>06/2026</b>
<b>5.8 Telephone Number</b>	<b>217-493-2859</b>
<b>5.9 E-mail Address</b>	<b>lsands@urbanafree.org</b>
<b>5.10 Home Address</b>	<b>212 W High Street Apt. 1</b>

5.11 City	Urbana
5.12 State	IL
5.13 Zip Code	61801

## Eighth member

5.5 Name	Glen Layne-Worthey
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/2027
5.8 Telephone Number	650-213-6759
5.9 E-mail Address	gworthey@urbanafree.org
5.10 Home Address	706 S. Coler Ave., Apt. 4
5.11 City	Urbana
5.12 State	IL
5.13 Zip Code	61801

## Ninth member

5.5 Name	Darius White
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	06/2026
5.8 Telephone Number	217-454-0002
5.9 E-mail Address	dwhite@urbanafree.org
5.10 Home Address	1407 S. Smith Road
5.11 City	Urbana
5.12 State	IL
5.13 Zip Code	61802

## FACILITY/FACILITIES (6.1-6.3b)

Please provide the requested information about the library's facilities.

6.1 Does the library address the environmental needs of patrons on the autism spectrum?	Yes
6.1b If so, please describe	The Library has been working with a club in the school district that helps students with developmental disorders or are on the autism spectrum. They join our Teen Open Lab once a week, which allows them to pursue their own interest at their own pace and level of comfort while supported by their peers and library staff.
6.2 Total Number of Meeting Rooms	2
6.2b Total number of times meeting room(s) used by the public during the fiscal year	450
6.3 Total Number of Study Rooms	2
6.3b Total number of times study room(s) used by the public during the fiscal year	2,086

## ASSETS AND LIABILITIES (7.1 - 7.13)

The below sections request information regarding property, fiscal accumulations and outstanding liabilities. These sections are required by statute [ 75 ILCS 5/4-10, 75 ILCS 16/30-65] to be included in the annual report. Please provide the requested information in each section.

### Property

Libraries are required by statute [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)] to provide a statement as to property acquired through legacy, purchase, gift or otherwise. Please provide this information in the section below.

7.1 What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	\$14,980,000
7.2 During the last fiscal year, did the library acquire any real and/or personal property?	No

### IF YES, how much of the property was acquired through the following options? (Enter dollar amount for each option 7.3-7.6 that applies)

7.3 Purchase	
7.4 Legacy	

7.5 Gift	
7.6 Other	
7.7 Provide a general description of the property acquired.	

## Fiscal Accumulations

Libraries are required by statute [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)] to provide a statement as to the amount of any fiscal accumulations and the reasons for the accumulations. Please provide this information in the section below.

7.8 Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)?	Yes
7.9 IF YES, then provide a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations.	Assigned funds in the Library's fund balance include (pre-audit) \$64,243 in the special Reserve Fund and \$59,034 for the RHS health savings plan separation payout. The Library has approximately \$121,195 in vacation time on the books.

## Liabilities

Libraries are required by statute [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)] to provide a statement as to any outstanding liabilities, including for bonds still outstanding. Please provide this information in the section below.

7.10 Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?	No
7.11 IF YES, what is the total amount of the outstanding liabilities?	
7.12 IF YES, then prepare a statement that identifies each outstanding liability and its specific dollar amount.	

## OPERATING RECEIPTS BY SOURCE (8.1 - 8.21)

Libraries are required by statute [75 ILCS 5/4-10(1)(9), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement of operating receipts. "Operating receipts" are the monies received and utilized during the library's fiscal year to support the provision of ongoing, day-to-day library services. Only include funds received during the report period. If the library was awarded a grant, but only received part of the funds during the report period, report only the portion of the grant received, not the whole amount of the grant.

Exclude revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants.

NOTE: Round answers to the nearest whole dollar.

## Local Government

This includes all local government funds designated by the community, district, or region and available for expenditure by the public library. For example, include receipts from: local property taxes (library taxes), impact fees (IL Highway Code), the Mobile Home Local Services Tax Act. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants. Do not include state, federal, and other funds passed through local government for library use. Report these funds with state government revenue or federal government revenue, as appropriate.

8.1 Local government [PLS 300] (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only)	\$5,301,028
8.1a Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?	No
8.1b Local government funds for the ensuing or upcoming/current fiscal year (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales.)	\$4,733,864

## State Government

These are all funds distributed to public libraries by state government for expenditure by the public libraries, except for federal money distributed by the state. This includes funds from such sources as penal fines, license fees, and mineral rights.

Note: If operating revenue from consolidated taxes is the result of state legislation, the revenue should be reported under state revenue (even though the revenue may be from multiple sources).

If you are not sure if funds you received through the State of Illinois are federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.2 Per capita grant	\$56,545
8.3 Equalization aid grant	\$0
8.4 Personal property replacement tax	\$199,933
8.5 Other State Government funds received	\$0
8.6 If Other, please specify	-1 Not Applicable



<b>8.7 Total State Government Funds (8.2 + 8.3 + 8.4 + 8.5) [PLS 301]</b>	<b>\$256,478</b>
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## Federal Government

This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

If you are unsure if the funds you received through the State of Illinois were federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

<b>8.8 LSTA funds received</b>	<b>\$0</b>
<b>8.9 E-Rate funds received</b>	<b>\$0</b>
<b>8.10 Other federal funds received</b>	<b>\$0</b>
<b>8.11 If Other, please specify</b>	<b>-1 Not Applicable</b>
<b>8.12 Total Federal Government Funds (8.8 + 8.9 + 8.10) [PLS 302]</b>	<b>\$0</b>

## Other Income

This is all operating revenue other than that reported under local, state, and federal funds. Include, for example, monetary gifts and donations received in the current year, interest, library fines, fees for library services, or grants. Do not include the value of any contributed or in-kind services or the value of any non-monetary gifts and donations.

<b>8.13 Monetary Gifts and Donations</b>	<b>\$105,104</b>
<b>8.14 Other receipts intended to be used for operating expenditures</b>	<b>\$103,876</b>
<b>8.15 TOTAL all other receipts (8.13 + 8.14) [PLS 303]</b>	<b>\$208,980</b>
<b>8.16 Other non-capital receipts placed in reserve funds</b>	<b>\$0</b>

## Total Operating Receipts

<b>8.17 TOTAL receipts ( 8.1 + 8.7 + 8.12 + 8.15) [PLS 304]</b>	<b>\$5,766,486</b>
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## Safeguarding of Library Funds

This section requests information to verify that libraries meet the statutory required minimum level of insurance for library funds [75 ILCS 5/4-9 and 75 ILCS 16/30-45(e)]. According to these statutes, "the library shall provide the Illinois State Library a copy of the library's certificate of insurance at the time the library's annual report is filed."

For municipalities of less than 500,000 population, 75 ILCS 5/4-9 requires that the bond be "...not less than 50% of the total funds received by the library in the last fiscal year...", or the insurance policy or other insurance instrument's coverage "...shall be in an amount at least equal to 50% of the average amount of the library's operating fund from the prior 3 fiscal years."

For public library districts, 75 ILCS 16/30-45(e) requires that the bond be "...based upon a minimum of 50% of the total funds received by the district in the last previous fiscal year...", or the insurance policy or other insurance instrument's coverage "... shall be in an amount at least equal to 50% of the average amount of the district's operating fund from the prior 3 fiscal years."

<b>8.18a The library safeguards its funds using which option?</b>	Surety Bond
<b>8.18b Proof of Certificate of Insurance for Library Funds</b>	Treasurer's Bond.pdf
<b>8.19 What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?</b>	\$2,400,000
<b>8.20 Is the amount of the surety bond, insurance policy or other insurance instrument in compliance with library law?</b>	Yes
<b>8.21 The designated custodian of the library's funds is:</b>	Library Treasurer

## OPERATING EXPENDITURES BY CATEGORY (9.1 - 11.2)

Libraries are required by statute [75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement as to how operating revenues have been expended during the fiscal year report period. "Operating expenditures" are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

**NOTE: Round answers to the nearest whole dollar.**

### STAFF EXPENDITURES (9.1-9.3)

This section gathers information on staff benefits and salaries. If the information is available, include benefits and salaries for staff that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library.

**NOTE: Round answers to the nearest whole dollar.**

9.1 Salaries and wages for all library staff [PLS 350]	\$2,436,145
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLS 351]	\$595,252
9.2b If this library answered question 9.2a as zero, please select an explanation from the drop-down box.	
9.3 Total Staff Expenditures (9.1 + 9.2) [PLS 352]	\$3,031,397

### COLLECTION EXPENDITURES (10.1 - 10.4)

Include expenditures for all materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

**NOTE: Round answers to the nearest whole dollar.**

10.1 Printed Materials (books, newspapers, etc.) [PLS 353]	\$224,410
10.2 Electronic Materials (e-books, databases, etc.) [PLS 354]	\$183,773
10.3a Other Materials (CDs, DVDs, video games, etc.) [PLS 355]	\$60,392
10.3b Please list the types of materials purchased in 10.3a	Hot Spots, Musical Instruments, Educational Materials for Kits
10.4 TOTAL Collection Expenditures (10.1 + 10.2 + 10.3) [PLS 356]	\$468,575

### OTHER OPERATING EXPENDITURES (11.1 - 11.2)

This includes all expenditures other than those reported for Staff Expenditures and Collection Expenditures. Exclude purchases of major fixed assets, which should be reported in capital expenditures (12.7).

**NOTE: Round answers to the nearest whole dollar.**

11.1 All other operating expenditures not included above (supplies, utilities, legal fees, etc.) [PLS 357]	\$862,496
11.2 TOTAL operating expenditures (9.3 + 10.4 + 11.1) [PLS 358]	\$4,362,468

### CAPITAL REVENUE AND EXPENDITURES (12.1 - 12.7)

This section gathers information on capital revenue and expenditures. Provide information for funds received and spent during the fiscal year report period only. If the library was awarded a grant, but only received part of the funds during the report period, report only the amount of the funds received, not the entire grant award.

#### Capital Revenue

Include funds received during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

**NOTE: Round answers to the nearest whole dollar.**

12.1a Local Government: Capital Income from Bond Sales	\$0
12.1b Local Government: Other	\$0
12.1c Total Local Government (12.1a + 12.1b) [PLS 400]	\$0
12.2 State Government [PLS 401]	\$0
12.3 Federal Government [PLS 402]	\$0
12.4 Other Capital Revenue [PLS 403]	\$0
12.5 If Other, please specify	-1 Not Applicable

<b>12.6 Total Capital Revenue (12.1c + 12.2 + 12.3 + 12.4) [PLS 404]</b>	<b>\$0</b>
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**Capital Expenditures**

Include funds expended during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude expenditures for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

<b>12.7 Total Capital Expenditures [PLSC 405]</b>	<b>\$318,941</b>
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**PERSONNEL (13.1 - 13.46)**

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees. Do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

**Group A**

This category includes all LIBRARIANS with MASTER'S DEGREES from an American Library Association (ALA) ACCREDITED program of Library and Information Studies. Another row will automatically appear once data is entered in the current row.

Summary	17	17	\$654.28	587.00
	<b>13.1 Position Title</b>	<b>13.2 Primary Work Area</b>	<b>13.3 Hourly Rate</b>	<b>13.4 Total Hours/Week</b>
	Archives Librarian	Other Type of Librarian	\$32.04	39.00
	Archives Librarian	Other Type of Librarian	\$36.22	39.00
	Archives Librarian	Other Type of Librarian	\$30.65	20.00
	Associate Director	Assistant Library Director	\$50.14	39.00
	Associate Director	Assistant Library Director	\$48.21	39.00
	Collections Librarian	Cataloging	\$36.22	39.00
	Collections Librarian	Cataloging	\$36.22	20.00
	Executive Director	Library Director	\$65.01	39.00
	Patron Services Librarian	Reference	\$33.44	39.00
	Patron Services Librarian	Reference	\$36.22	39.00
	Patron Services Librarian	Reference	\$36.22	20.00
	Programming/Outreach Manager	Other Type of Librarian	\$36.95	39.00
	Programming Librarian	Children's Services	\$36.22	39.00
	Programming Librarian	Children's Services	\$34.83	39.00
	Programming Librarian	Adult Services	\$36.22	20.00
	Collections Manager	Collection Development Acquisitions	\$32.52	39.00
	Patron Service Manager	Other Type of Librarian	\$36.95	39.00

**Group A Total**

<b>13.5 Total Group A: FTE ALA-MLS (13.4 / 40) [PLS 250]</b>	<b>14.68</b>
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**Group A hidden group hours**

### Group B

This category includes other librarians. Include employees with the TITLE of LIBRARIAN who either have other types of library education (non-American Library Association (ALA) accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects. Another row will automatically appear once data is entered in the current row.

Summary	0	0	0		
	<b>13.6 Position Title</b>	<b>13.7 Primary Work Area</b>	<b>13.8 Education Level</b>	<b>13.9 Hourly Rate</b>	<b>13.10 Total Hours/Week</b>

### Group B Total

<b>13.11 Total Group B: FTE Other Librarians (13.10/40)</b>	<b>0.00</b>
<b>13.12 Total FTE Librarians (13.5 + 13.11) [PLS 251]</b>	<b>14.68</b>

### Group C

This category includes full-time and part-time professional staff without the title of librarian and administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.

<b>13.13 Total hours worked in a typical week by all Group C employees</b>	<b>996.46</b>
<b>13.14 Minimum hourly rate actually paid</b>	<b>\$17.53</b>
<b>13.15 Maximum hourly rate actually paid</b>	<b>\$40.37</b>
<b>13.16 Total FTE Group C employees (13.13 / 40)</b>	<b>24.91</b>

### Group D

This category includes full-time and part-time pages or shelvees.

<b>13.17 Total hours worked in a typical week by all Group D employees</b>	<b>154.38</b>
<b>13.18 Minimum hourly rate actually paid</b>	<b>\$15.94</b>
<b>13.19 Maximum hourly rate actually paid</b>	<b>\$17.53</b>
<b>13.20 Total FTE Group D employees (13.17 / 40)</b>	<b>3.86</b>

### Group E

This category includes full-time and part-time building maintenance, security or plant operation employees.

<b>13.21 Total hours worked in a typical week by all Group E employees</b>	<b>19.12</b>
<b>13.22 Minimum hourly rate actually paid</b>	<b>\$33.81</b>
<b>13.23 Maximum hourly rate actually paid</b>	<b>\$33.81</b>
<b>13.24 Total FTE Group E employees (13.21 / 40)</b>	<b>0.48</b>
<b>13.25 Total FTE Other Paid Employees from Groups C, D, and E (13.16 + 13.20 + 13.24) [PLS 252]</b>	<b>29.25</b>
<b>13.26 Total FTE Paid Employees (13.12 + 13.25) [PLS 253]</b>	<b>43.92</b>

### Librarian Vacancies

Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant. Another row will automatically appear once data is entered in the current row.

Summary							
	<b>13.27 Position Title</b>	<b>13.28 Primary Work Area</b>	<b>13.29 Education Level</b>	<b>13.30 Total Hours/Week</b>	<b>13.31 Number of Weeks Vacant during report period.</b>	<b>13.32 Annual Salary Range Minimum</b>	<b>13.33 Annual Salary Range Maximum</b>

### Newly Created Librarian Positions

Include any newly created librarian positions which were created during the fiscal year reporting period. Another row will automatically appear once data is

entered in the current row.

Summary						
	<b>13.34 Position Title</b>	<b>13.35 Primary Work Area</b>	<b>13.36 Education Level</b>	<b>13.37 Total Hours/Week</b>	<b>13.38 Current Status: Filled or Unfilled</b>	<b>13.39 Date Filled (mm/year, if applicable)</b>

### Eliminated Librarian Positions

An eliminated librarian position is one that was budgeted for during the previous fiscal year period but was not in the budget for the current report period. Another row will automatically appear once data is entered in the current row.

Summary							
	<b>13.40 Position Title</b>	<b>13.41 Primary Work Area</b>	<b>13.42 Education Level</b>	<b>13.43 Total Hours/Week</b>	<b>13.44 Date Eliminated (mm/year)</b>	<b>13.45 Last Annual Salary Paid</b>	<b>13.46 Reason Eliminated</b>

### LIBRARY VISITS (14.1 - 14.1a)

This section collects information on the number of library visits. This is prefilled, based on the answer from Section 2.14.

<b>14.1 Total annual visits/attendance in the library [PLS 501]</b>	<b>230,149</b>
<b>14.1a Library Visits Reporting Method [PLS 501a]</b>	Annual Count

### PROGRAMS, ACTIVITIES & ATTENDANCE (15.1 - 15.39a)

**Synchronous Programs:**

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, or held virtually as a group that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

**Note:** For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

**Self-Directed Activities:**

A self-directed activity is any planned event for which the patron can participate on their own (instead of at a designated time with a group). Registration is not required. A staff member may monitor the activity, but may or may not directly interact with the participants. Examples of these types of events include drop-in craft sessions, take and make kits, library scavenger hunts (when not done as part of a group), etc.

Count all self-directed activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude activities sponsored by other groups that use library facilities. If activities are offered as a series, count each activity in the series.

**Note:** For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

	<b>15.1 Synchronous Programs (All Group Programs by Age)</b>	<b>15.2 Attendance</b>	<b>15.3 Self Directed Activities</b>	<b>15.4 Self Directed Activity Participants</b>
Children (0-5)	119	3,045	12	1,807
Children (6-11)	86	4,656	2	97
Young Adults (12-18)	186	2,309	0	0
Adults (19 and older)	151	2,905	0	0
General Interest	40	4,323	1	68
<b>Total</b>	<b>582</b>	<b>17,238</b>	<b>15</b>	<b>1,972</b>

## Onsite, Offsite and Virtual (All Group Programs by Type)

	15.29 Program Sessions	15.30 Program Attendance
Synchronous In-Person Onsite Program Sessions	532	15,471
Synchronous In-Person Offsite Program Sessions	21	1,020
Synchronous Virtual Program Sessions	29	747
Total	582	17,238

## Asynchronous Virtual Presentations (Subset of Self-Directed Activities)

15.37 Total Number of Asynchronous (Virtual) Program Presentations [PLS 620]	0
15.38 Total Views of Asynchronous (Virtual) Program Presentations [PLS 630]	0

## Special Programming

15.39a Did the library provide any special programming for patrons on the autism spectrum?	No
15.39b Please describe the programming provided.	

## REGISTERED USERS (16.1 - 16.4)

This section collects information about the number of resident and non-resident library users. A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials and gain access to other library resources.

Note: Files should have been purged within the past three (3) years.

16.1 Total Number of Unexpired Resident Cards	15,184
16.2a Total Number of Unexpired Non-resident Cards	375
16.2a (1) Of the total in 16.2a, how many Cards for Kids Act cards were issued?	0
16.2a (2) Of the total in 16.2a, how many Disabled Veterans cards were issued?	0
16.2b What was the total amount of the fees collected from the sale of non-resident cards during the past fiscal year?	\$18,314.73
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLS 503]	15,559
16.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes
16.5 Does the library charge overdue fines to any users when they fail to return physical print materials by the date due? [PLS 504]	No
16.6 Did your library board adopt a policy to waive the non-resident fee for persons under the age of 18? <sup>1</sup>	No

## RESOURCES OWNED (17.1 - 17.9)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items in the library's collection available for use as of the last day of the fiscal year report period.

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Material Expenditures. Under this category report only items the library has acquired as part of the collection and cataloged, whether purchased, lease, licensed, or donated as gifts that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

For guidance in counting electronic materials, please reference the following guide: [Counting Electronic Materials for the IPLAR](#)

17.1 Print Materials [PLS 450]	224,044
17.2 Current Print Serial Subscriptions	195
17.3 Total Print Materials (17.1+17.2)	224,239
17.4 E-books Held at end of the fiscal year [PLS 451]	62,724
17.5a Audio Recordings: Physical Units Held at end of the fiscal year [PLS 452]	22,331
17.5b Audio Recordings: Downloadable Units Held at end of the fiscal year [PLS 453]	33,976
17.6a DVDs/Videos: Physical Units Held at end of the fiscal year [PLS 454]	28,168
17.6b DVDs/Videos: Downloadable Units Held at end of the fiscal year [PLS 455]	1,301
17.6c Other Circulating Physical Items [PLS 462]	1,173



17.6d Total Physical Items in Collection [PLS 461]	275,716
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## Electronic Collections

Report the number of electronic collections. An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles. Include electronic collections that are available online or are locally hosted in the library.

**Note:** The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access.

17.7 Local/Other Cooperative agreements [PLS 456]	27
17.8 State (state government or state library) [PLS 457]	16
17.9 Total Electronic Collections (17.7 + 17.8) [PLS 458]	43

## USE OF RESOURCES (18.1 - 18.17)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items circulated by the library. Report for the library's entire fiscal year.

For guidance in counting electronic item usage, please reference the following guide: [Counting Electronic Item Usage for the IPLAR](#)

18.1 Number of adult materials loaned	480,709
18.2 Number of young adult materials loaned	14,872
18.3 Number of children's materials loaned [PLS 551]	183,128
18.4 Total number of materials loaned (18.1 + 18.2 + 18.3)	678,709

## Report circulation, including renewals, by the material types below.

For guidance in counting electronic content circulation and usage, please reference the following guide: [Reporting Electronic Item Usage for the IPLAR](#)

18.5 Books- Physical	381,054
18.6 Videos/DVDs- Physical	99,553
18.7 Audios (include music)- Physical	23,055
18.8 Magazines/Periodicals- Physical	5,186
18.9 Other Items- Physical [PLS 561]	19,056
18.10 Physical Item Circulation (18.5-18.9) [PLS 553]	527,904
18.11 Use of Electronic Materials [PLS 552]	150,805
18.12 Total Circulation of Materials (18.10+18.11) [PLS 550]	678,709
18.13 Successful Retrieval of Electronic Information [PLS 554]	70,514
18.14 Electronic Content Use (18.11+18.13) [PLS 555]	221,319
18.15 Total Collection Use (18.10+18.11+18.13) [PLS 556]	749,223
18.16 Interlibrary Loans Provided TO other libraries [PLS 575]	64,167
18.17 Interlibrary Loans Received FROM other libraries [PLS 576]	37,531

## PATRON SERVICES (19.1-19.2)

This section gathers information on services the library provides to its patrons. Please fill in the information requested.

## Reference Transactions

Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others to meet particular information needs.

A reference transaction includes information and referral service as well as unscheduled individual instruction and assistance in using information sources (including web sites and computer-assisted instruction). Count Readers Advisory questions as reference transactions.

**NOTE:** It is essential that libraries do not include directional transactions in the report of reference transactions. Directional transactions include giving

instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, "Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?"

If an annual count is not available, then select a typical week and multiply by 52 to estimate the annual count.

<b>19.1 Total Annual Reference Transactions [PLS 502]</b>	<b>49,906</b>
<b>19.1a Reference Transactions Reporting Method [PLS 502a]</b>	Annual Count

## One-on-One Tutorials

One-on-one tutorials are when a staff member spends a considerable amount of time tutoring or teaching a patron on a specific subject. Note that these are different from programs, which are put on for a group, and reference transactions, which are limited to information consultations (see definition above).

<b>19.2 Total Annual One-on-One Tutorials</b>	<b>0</b>
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## AUTOMATION (20.1 - 20.5)

This section is collecting information about automation technology in your library. Please provide the requested information below.

<b>20.1 Total number of ALL computers in the library</b>	<b>145</b>
<b>20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library</b>	<b>45</b>
<b>20.3 Is your library's catalog automated?</b>	Yes
<b>20.4 Is your library's catalog accessible via the web?</b>	Yes
<b>20.5 Does your library have a telecommunications messaging device for the hearing impaired?</b>	Yes

## INTERNET (21.1 - 21.9)

This section collects information about internet services in the library facility. Please provide the requested information below.

<b>21.1 Does your library have Internet access?</b>	Yes
<b>21.2a What is the maximum speed of your library's Internet connection? (Select one)</b>	Other (specify)
<b>21.2b If Other, please specify</b>	<b>210Mbps</b>
<b>21.3 What is the monthly cost of the library's internet access?</b>	<b>\$200</b>
<b>21.4 Number of Internet Computers Available for Public Use [PLS 650]</b>	<b>45</b>
<b>21.5 Number of Uses (Sessions) of Public Internet Computers Per Year [PLS 651]</b>	<b>21,631</b>
<b>21.5a Reporting Method for Number of Uses of Public Internet Computers Per Year [PLS 651a]</b>	Annual Count
<b>21.6 Wireless Sessions Per Year [PLS 652]</b>	<b>97,319</b>
<b>21.6a Reporting Method for Wireless Sessions [PLS 652a]</b>	Annual Count
<b>21.7 Does your library utilize Internet filters on some or all of the public access computers?</b>	No
<b>21.8 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?</b>	No
<b>21.9 Number of website visits or sessions to your library website [PLS 653]</b>	<b>300,846 --Select--</b>

## E-RATE (22.1 - 22.3)

E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access.

<b>22.1 Did your library apply directly for E-rate discounts for the fiscal year?</b>	No
<b>22.2a If YES, did your library apply for Category 1, Category 2 or both?</b>	
<b>22.2b IF YES, what is the dollar amount that your library was awarded for the fiscal year report period?</b>	
<b>22.3 If NO, why did your library NOT participate in the E-rate program?</b>	<b>Our library did not participate because of filtering requirements.</b>

## STAFF DEVELOPMENT & TRAINING (23.1 - 23.5)

This section focuses on staff development and training. Please provide the requested information below.

<b>23.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)</b>	<b>\$18,378</b>
<b>23.2 Does the above amount include travel expenses?</b>	Yes
<b>23.3 How many hours of training did employees receive this year?</b>	<b>1,001.79</b>
<b>23.4 Does your library provide training to enable staff to better serve their patrons on the autism spectrum?</b>	No
<b>23.5 Would you like to receive autism training at your library?</b>	No



**COMMENTS AND SUGGESTIONS (24.1-24.3)**

Please use this section to provide further information about your library and/or comments or suggestions for changes to the IPLAR process. We will use the comments you supply to better represent your data to the Public Library Survey and to help improve future versions of the IPLAR.

24.1 Are there any other factors that may have affected your library's annual report data of which you would like to make us aware?	
24.2 Are there any unique programs or services your library provided during the report period of which you would like to make us aware?	
24.3 Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).	

**PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (25.1-25.5) DISTRICT LIBRARIES ONLY**

Public Library Districts are required by statute [75 ILCS 16/30-65(a)(1),(c)(d)] to submit the Public Library District Secretary's Audit.

NOTE: If there ARE any errors or discrepancies, please list and explain fully.

NOTE: Only DISTRICT libraries need to complete this Section, all other libraries should select "Not Applicable" for all questions in this section.

25.1 Were the secretary's records found to be complete and accurate?	Not Applicable
25.2 If NO, please list and explain any errors or discrepancies.	-1Not Applicable
25.3 First board member completing the audit	-1Not Applicable
25.4 Second board member completing the audit	-1Not Applicable
25.5 Date the Secretary's Audit was completed	-1Not Applicable

**IPLAR CERTIFICATION**

Please have the library director, board president and board secretary type their names in the boxes provided to certify that they agree with the following statement:

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the electronic IPLAR copy submitted to the Illinois State Library shall serve as the official file copy.

	Electronic Signature	Date
Library Director		
President		
Secretary		

**IPLAR SUBMISSION REMINDERS**

Follow these steps for IPLAR submission:

1. Select the "Verify" button located at the top of the screen.
2. Review the form and resolve any required fields or edit checks (they will be highlighted in red). In the case of edit checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.
3. Select the "Submit/Lock" button at the top of the page.

NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information. If you have trouble getting the form to submit/lock, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

<sup>1</sup>, 16.6 The library has an agreement with the local school district to provide library cards to all students, regardless of their residency. (0-2024-07-19)

YEAR-TO-DATE BUDGET REPORT

FOR 2025 02

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND  
 ORIGINAL APPROP      TRANS/ADJSMTS      REVISED BUDGET      YTD ACTUAL      ENCUMBRANCES      AVAILABLE BUDGET      % USED

802 LIBRARY GENERAL FUND

802 40100	-4,282,194.00	PROPERTY TAXES	0.00	-4,282,194.00	-234,447.57	0.00	-4,047,746.43	5.5%
802 40302	-204,990.00	PPRT	0.00	-204,990.00	-36,782.16	0.00	-168,207.84	17.9%
802 40309	-56,354.00	STATE PER CAPITA FOR LIBRARY	0.00	-56,354.00	-56,928.96	0.00	574.96	101.0%
802 41500	-41,270.00	GRANTS FROM LOCAL GOVERNMENTS	0.00	-41,270.00	-6,760.00	0.00	-34,510.00	16.4%
802 41700	-271,315.00	CITY OTHER CONTRIBUTION	0.00	-271,315.00	-14,950.22	0.00	-256,364.78	5.5%
802 44220	-33,350.00	FRANCHISE FEE	0.00	-33,350.00	0.00	0.00	-33,350.00	.0%
802 44599	-1,500.00	OTHER SALES	0.00	-1,500.00	-67.29	0.00	-1,432.71	4.5%
802 44800	-50,300.00	LIBRARY FEES	0.00	-50,300.00	-4,704.30	0.00	-45,595.70	9.4%
802 45000	-14,000.00	INVESTMENT INCOME	0.00	-14,000.00	0.00	0.00	-14,000.00	.0%
802 46290	-105,735.00	OTHER REIMBURSEMENTS	0.00	-105,735.00	14.99	0.00	-105,749.99	.0%
802 46300	-158,665.00	DONATIONS/CONTRIBUTIONS/GIFTS	-20,500.00	-179,165.00	-51,098.00	0.00	-128,067.00	28.5%
802 46900	-250.00	OTHER MISCELLANEOUS REVENUES	0.00	-250.00	-181.90	0.00	-68.10	72.8%
802 49803	-48,900.00	TRF FROM LIB RESERVE FUND	0.00	-48,900.00	0.00	0.00	-48,900.00	.0%
TOTAL LIBRARY GENERAL FUND	-5,268,823.00		-20,500.00	-5,289,323.00	-405,905.41	0.00	-4,883,417.59	7.7%

80280800 LIBRARY ADMINISTRATION

80280800 50110	439,779.00	SALARY - REGULAR EMPLOYEES	0.00	439,779.00	40,464.44	0.00	399,314.56	9.2%
80280800 52320	9,976.00	TRAVEL, EDUCATION AND TRAINING	0.00	9,976.00	825.00	0.00	9,151.00	8.3%
TOTAL LIBRARY ADMINISTRATION	449,755.00		0.00	449,755.00	41,289.44	0.00	408,465.56	9.2%

YEAR-TO-DATE BUDGET REPORT

FOR 2025 02

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND  
 ORIGINAL APPROP      TRANS/ADJSMTS      REVISED BUDGET      YTD ACTUAL      ENCUMBRANCES      AVAILABLE BUDGET      % USED

80280801 LIBRARY CENTRALIZED COSTS

80280801 50210	INSURANCE							
	316,596.00	0.00	316,596.00	28,666.30	0.00	287,929.70	9.1%	
80280801 50220	FICA AND MEDICARE							
	219,006.00	0.00	219,006.00	18,345.46	0.00	200,660.54	8.4%	
80280801 50240	RHS CONTRIBUTION							
	43,267.00	0.00	43,267.00	13,430.66	0.00	29,836.34	31.0%	
80280801 50251	IMRF & SURS							
	171,314.00	0.00	171,314.00	14,950.22	0.00	156,363.78	8.7%	
80280801 51900	OTHER SUPPLIES							
	43,462.00	0.00	43,462.00	1,038.67	0.00	42,423.33	2.4%	
80280801 52101	LEGAL SERVICES							
	5,500.00	0.00	5,500.00	0.00	0.00	5,500.00	.0%	
80280801 52199	OTHER PROFESSIONAL SERVICES							
	20,000.00	0.00	20,000.00	1,500.00	0.00	18,500.00	7.5%	
80280801 52721	WORKER'S COMP CLAIMS							
	16,000.00	0.00	16,000.00	7,680.00	0.00	8,320.00	48.0%	
80280801 52902	POSTAGE & PRINTING							
	6,500.00	0.00	6,500.00	208.02	0.00	6,291.98	3.2%	
80280801 52904	RECRUITING EXPENSES							
	500.00	0.00	500.00	0.00	0.00	500.00	.0%	
80280801 52907	CREDIT CARD & BANK FEES							
	700.00	0.00	700.00	0.00	0.00	700.00	.0%	
80280801 52999	OTHER CONTRACTUAL SERVICES							
	55,000.00	0.00	55,000.00	4,458.89	0.00	50,541.11	8.1%	
TOTAL LIBRARY CENTRALIZED COSTS								
	897,845.00	0.00	897,845.00	90,278.22	0.00	807,566.78	10.1%	

80280802 AYS COLLECTIONS

80280802 51801	LIBRARY BOOKS						
	135,800.00	0.00	135,800.00	14,620.15	0.00	121,179.85	10.8%
80280802 51801 80103	LIBRARY BOOKS						
	56,550.00	0.00	56,550.00	5,897.60	0.00	50,652.40	10.4%
80280802 51802 80103	NEW COLLECTIONS						
	23,900.00	0.00	23,900.00	1,422.58	0.00	22,477.42	6.0%
80280802 51803	LIBRARY PERIODICALS						
	10,500.00	0.00	10,500.00	868.38	0.00	9,631.62	8.3%

YEAR-TO-DATE BUDGET REPORT

FOR 2025 02

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND  
 ORIGINAL APPROP      TRANS/ADJSMTS      REVISED BUDGET      YTD ACTUAL      ENCUMBRANCES      AVAILABLE BUDGET      % USED

80280802	51803	80103	LIBRARY PERIODICALS	500.00	0.00	500.00	0.00	500.00	.0%
80280802	51804		AUDIOBOOKS	2,300.00	0.00	2,300.00	225.95	2,074.05	9.8%
80280802	51805		CD'S	3,000.00	0.00	3,000.00	228.70	2,771.30	7.6%
80280802	51806		DVD'S	18,000.00	0.00	18,000.00	1,847.39	16,152.61	10.3%
80280802	51806	80103	DVD'S	3,300.00	0.00	3,300.00	431.04	2,868.96	13.1%
80280802	51807	80103	RECORDINGS	4,500.00	0.00	4,500.00	144.23	4,355.77	3.2%
80280802	51809		GAMES	5,200.00	0.00	5,200.00	437.50	4,762.50	8.4%
80280802	51811		DOWNLOADABLES	126,000.00	0.00	126,000.00	17,754.34	108,245.66	14.1%
80280802	52910		DATABASE CHARGES	39,730.00	0.00	39,730.00	0.00	39,730.00	.0%
TOTAL AYS COLLECTIONS				429,280.00	0.00	429,280.00	43,877.86	385,402.14	10.2%

80280803 ARCHIVES

80280803	50110		SALARY - REGULAR EMPLOYEES	294,353.00	0.00	294,353.00	26,327.49	268,025.51	8.9%
80280803	51801		LIBRARY BOOKS	4,100.00	0.00	4,100.00	0.00	4,100.00	.0%
80280803	51803		LIBRARY PERIODICALS	3,070.00	0.00	3,070.00	62.63	3,007.37	2.0%
80280803	51808		MICROFORM	16,531.00	0.00	16,531.00	0.00	16,531.00	.0%
80280803	52320		TRAVEL, EDUCATION AND TRAINING	2,707.00	0.00	2,707.00	0.00	2,707.00	.0%
80280803	52910		DATABASE CHARGES	20,550.00	0.00	20,550.00	11,380.68	9,169.32	55.4%
80280803	52912		FACILITY RENTAL	9,925.00	0.00	9,925.00	1,520.00	8,405.00	15.3%
TOTAL ARCHIVES				351,236.00	0.00	351,236.00	39,290.80	311,945.20	11.2%

80280805 LIBRARY FACILITIES

80280805	50110		SALARY - REGULAR EMPLOYEES
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YEAR-TO-DATE BUDGET REPORT

FOR 2025 02

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
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80280805 51410	44,706.00	0.00	44,706.00	2,347.91	0.00	42,358.09	5.3%
		SMALL TOOLS & EQUIPMENT					
80280805 51420	2,000.00	0.00	2,000.00	12.53	0.00	1,987.47	.6%
		OFFICE FURNITURE					
80280805 51900	10,000.00	0.00	10,000.00	-31.87	0.00	10,031.87	-.3%
		OTHER SUPPLIES					
80280805 52201	14,007.00	0.00	14,007.00	0.00	0.00	14,007.00	.0%
		BUILDING REPAIR & MAINT					
80280805 52202	128,211.00	0.00	128,211.00	6,141.59	0.00	122,069.41	4.8%
		EQUIPMENT REPAIR & MAINT					
80280805 52600	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	.0%
		UTILITIES					
80280805 52710	172,671.00	0.00	172,671.00	38,745.03	0.00	133,925.97	22.4%
		INSURANCE PREMIUM					
80280805 52999	48,404.00	0.00	48,404.00	0.00	0.00	48,404.00	.0%
		OTHER CONTRACTUAL SERVICES					
80280805 53200	110,620.00	0.00	110,620.00	13,791.74	0.00	96,828.26	12.5%
		BUILDING					
	567,909.00	0.00	567,909.00	105,418.98	-105,418.98	567,909.00	.0%
TOTAL LIBRARY FACILITIES	1,099,528.00	0.00	1,099,528.00	166,425.91	-105,418.98	1,038,521.07	5.5%

80280806 COLLECTIONS

80280806 50110	536,580.00	0.00	536,580.00	37,391.82	0.00	499,188.18	7.0%
		SALARY - REGULAR EMPLOYEES					
80280806 51900	28,000.00	0.00	28,000.00	823.77	0.00	27,176.23	2.9%
		OTHER SUPPLIES					
80280806 52320	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	.0%
		TRAVEL, EDUCATION AND TRAINING					
TOTAL COLLECTIONS	565,580.00	0.00	565,580.00	38,215.59	0.00	527,364.41	6.8%

80280807 PATRON SERVICES

80280807 50110	1,100,956.00	0.00	1,100,956.00	104,102.17	0.00	996,853.83	9.5%
		SALARY - REGULAR EMPLOYEES					
80280807 52320	3,642.00	0.00	3,642.00	87.96	0.00	3,554.04	2.4%
		TRAVEL, EDUCATION AND TRAINING					

YEAR-TO-DATE BUDGET REPORT

FOR 2025 02

ACCOUNTS FOR: 802 LIBRARY GENERAL FUND  
 ORIGINAL APPROP      TRANS/ADJSMTS      REVISED BUDGET      YTD ACTUAL      ENCUMBRANCES      AVAILABLE BUDGET      % USED

TOTAL PATRON SERVICES  
 1,104,598.00      0.00      1,104,598.00      104,190.13      0.00      1,000,407.87      9.4%

80280808 LIBRARY IT

80280808 50110      SALARY - REGULAR EMPLOYEES  
 154,688.00      0.00      154,688.00      13,988.30      0.00      140,699.70      9.0%

80280808 51500      SHARED IT COSTS  
 141,832.00      0.00      141,832.00      4,449.80      0.00      137,382.20      3.1%

80280808 51900      OTHER SUPPLIES  
 12,998.00      0.00      12,998.00      0.00      0.00      12,998.00      .0%

80280808 52203      MAINTENANCE AGREEMENTS  
 6,712.00      0.00      6,712.00      918.33      0.00      5,793.67      13.7%

80280808 52320      TRAVEL, EDUCATION AND TRAINING  
 1,500.00      0.00      1,500.00      219.01      0.00      1,280.99      14.6%

80280808 52600      UTILITIES  
 2,484.00      0.00      2,484.00      400.00      0.00      2,084.00      16.1%

80280808 52999      OTHER CONTRACTUAL SERVICES  
 17,700.00      0.00      17,700.00      1,993.00      0.00      15,707.00      11.3%

TOTAL LIBRARY IT  
 337,914.00      0.00      337,914.00      21,968.44      0.00      315,945.56      6.5%

80280809 COMMUNITY ENGAGEMENT

80280809 50110      SALARY - REGULAR EMPLOYEES  
 291,768.00      0.00      291,768.00      24,952.50      0.00      266,815.50      8.6%

80280809 51812      LIBRARY PROGRAM SUPPLIES  
 12,496.00      0.00      12,496.00      1,102.37      0.00      11,393.63      8.8%

80280809 51812 80102      LIBRARY PROGRAM SUPPLIES  
 3,500.00      20,500.00      24,000.00      413.06      0.00      23,586.94      1.7%

80280809 51812 80103      LIBRARY PROGRAM SUPPLIES  
 9,400.00      0.00      9,400.00      134.44      0.00      9,265.56      1.4%

80280809 51812 80104      LIBRARY PROGRAM SUPPLIES  
 1,800.00      0.00      1,800.00      100.00      0.00      1,700.00      5.6%

80280809 52199      OTHER PROFESSIONAL SERVICES  
 20,395.00      0.00      20,395.00      8,250.00      0.00      12,145.00      40.5%

80280809 52320      TRAVEL, EDUCATION AND TRAINING  
 1,800.00      0.00      1,800.00      260.00      0.00      1,540.00      14.4%

YEAR-TO-DATE BUDGET REPORT

FOR 2025 02								
ACCOUNTS FOR: 802 LIBRARY GENERAL FUND								
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
80280809 52909	21,002.00	ADV/MKTING/PUBLIC EDUCATION 0.00	21,002.00	704.04	0.00	20,297.96	3.4%	
TOTAL COMMUNITY ENGAGEMENT	362,161.00	20,500.00	382,661.00	35,916.41	0.00	346,744.59	9.4%	
<b>80280851 MERCHANDISE SALES</b>								
80280851 51810	1,000.00	LIBRARY RESALE PURCHASES 0.00	1,000.00	174.94	0.00	825.06	17.5%	
TOTAL MERCHANDISE SALES	1,000.00	0.00	1,000.00	174.94	0.00	825.06	17.5%	
TOTAL LIBRARY GENERAL FUND	330,074.00	0.00	330,074.00	175,722.33	-105,418.98	259,770.65	21.3%	
TOTAL REVENUES	-5,268,823.00	-20,500.00	-5,289,323.00	-405,905.41	0.00	-4,883,417.59		
TOTAL EXPENSES	5,598,897.00	20,500.00	5,619,397.00	581,627.74	-105,418.98	5,143,188.24		

YEAR-TO-DATE BUDGET REPORT

FOR 2025 02								
ACCOUNTS FOR: 803 LIBRARY SPECIAL RESERVE FUND								
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
<b>80380860 RESERVED FUNDS</b>								
<b>80380860 59802</b>								
	48,900.00	TFR TO LIBRARY OPERATING FUND 0.00	48,900.00	0.00	0.00	48,900.00	.0%	
TOTAL RESERVED FUNDS	48,900.00	0.00	48,900.00	0.00	0.00	48,900.00	.0%	
TOTAL LIBRARY SPECIAL RESERVE FUND	48,900.00	0.00	48,900.00	0.00	0.00	48,900.00	.0%	
	48,900.00	TOTAL EXPENSES 0.00	48,900.00	0.00	0.00	48,900.00		



YEAR-TO-DATE BUDGET REPORT

FOR 2025 02							
ACCOUNTS FOR: 810 LIBRARY TRUST FUND							
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED
<b>810 LIBRARY TRUST FUND</b>							
810 46300	-21,846.00	DONATIONS/CONTRIBUTIONS/GIFTS 0.00	-21,846.00	-2,828.19	0.00	-19,017.81	12.9%
TOTAL LIBRARY TRUST FUND	-21,846.00	0.00	-21,846.00	-2,828.19	0.00	-19,017.81	12.9%
<b>81080821 ADMIN ENDOWMENTS</b>							
81080821 52801	7,525.00	LIBRARY PROGRAMS 0.00	7,525.00	0.00	0.00	7,525.00	.0%
TOTAL ADMIN ENDOWMENTS	7,525.00	0.00	7,525.00	0.00	0.00	7,525.00	.0%
<b>81080831 ADMIN GIFTS</b>							
81080831 51420	80,782.00	OFFICE FURNITURE 0.00	80,782.00	0.00	0.00	80,782.00	.0%
81080831 53200	184,000.00	BUILDING 0.00	184,000.00	0.00	0.00	184,000.00	.0%
TOTAL ADMIN GIFTS	264,782.00	0.00	264,782.00	0.00	0.00	264,782.00	.0%
<b>81080832 ADULT GIFTS</b>							
81080832 51801	16,900.00	LIBRARY BOOKS 0.00	16,900.00	1,538.15	0.00	15,361.85	9.1%
81080832 51990	3,023.00	OTHER LIBRARY MATERIALS 0.00	3,023.00	46.86	0.00	2,976.14	1.6%
TOTAL ADULT GIFTS	19,923.00	0.00	19,923.00	1,585.01	0.00	18,337.99	8.0%
<b>81080833 CHILDREN'S GIFTS</b>							
81080833 51801		LIBRARY BOOKS					

YEAR-TO-DATE BUDGET REPORT

FOR 2025 02									
ACCOUNTS FOR: 810 LIBRARY TRUST FUND									
	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED		
81080833 52803	12,500.00	0.00	12,500.00	659.91	0.00	11,840.09	5.3%	LIBRARY CHILDREN PROGRAMS	
	8,600.00	0.00	8,600.00	0.00	0.00	8,600.00	.0%		
TOTAL CHILDREN'S GIFTS	21,100.00	0.00	21,100.00	659.91	0.00	20,440.09	3.1%		
<b>81080834 ARCHIVES GIFTS</b>									
81080834 51801	3,150.00	0.00	3,150.00	0.00	0.00	3,150.00	.0%	LIBRARY BOOKS	
81080834 51990	250.00	0.00	250.00	0.00	0.00	250.00	.0%	OTHER LIBRARY MATERIALS	
81080834 52804	4,405.00	0.00	4,405.00	0.00	0.00	4,405.00	.0%	LIBRARY ARCHIVES PROGRAMS	
TOTAL ARCHIVES GIFTS	7,805.00	0.00	7,805.00	0.00	0.00	7,805.00	.0%		
TOTAL LIBRARY TRUST FUND	299,289.00	0.00	299,289.00	-583.27	0.00	299,872.27	-.2%		
TOTAL REVENUES	-21,846.00	0.00	-21,846.00	-2,828.19	0.00	-19,017.81			
TOTAL EXPENSES	321,135.00	0.00	321,135.00	2,244.92	0.00	318,890.08			

YEAR-TO-DATE BUDGET REPORT

FOR 2025 02							
ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	% USED	
678,263.00	0.00	678,263.00	175,139.06	-105,418.98	608,542.92	10.3%	GRAND TOTAL

\*\* END OF REPORT - Generated by Tina Carrington \*\*