

# August 13, 2024

## Board Packet



**ILLINOIS PRAIRIE**  
DISTRICT PUBLIC LIBRARY  
Where Knowledge Grows



ILLINOIS PRAIRIE DISTRICT PUBLIC LIBRARY  
BOARD OF TRUSTEES REGULAR BOARD MEETING

Tuesday, August 13, 2024, at  
4:00 pm

**Illinois Prairie District Public Library  
Roanoke Branch  
123 E. Broad Street  
Roanoke, IL. 61561**

1. Call to order and roll call.
2. Minutes of the last regular meeting
3. Public comments
4. Treasurer's Report – approval of bills and requisitions
5. Discussion of Germantown Hills branch Solar Project
6. Approval of Website Vendor
7. Discussion and Approval of FY 25 Non-Resident Fee
8. Discussion and Approval of Budget Ordinance 24-2.
9. Discussion and Approval of Working Cash Ordinance 24-3.
10. Approval of Secretary's audit for FY 2023-2024
11. Discussion and Approval of Group Health Insurance
12. Discussion of Washburn Branch Property
13. Discussion and Approval of 3D Printer Policy
14. Director's Remarks
15. Comments to guide future agendas.
16. Adjournment

The next regular meeting will be Tuesday, September 10, 2024,  
at 4pm at the Spring Bay Branch Library  
411 Illinois Street  
Spring Bay, IL. 61611

ILLINOIS PRAIRIE DISTRICT PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR BOARD MEETING

Tuesday, July 9, 2024, at

4:00 pm

**Illinois Prairie District Public Library**

**Metamora branch**

**208 E Partridge St.**

**Metamora, IL. 61548**

1. Call to order and roll call. A. Hicks, J. Weddle, J. Zobrist, M. Coker, H. Booker, E. Rainville, and D. Smith present. C Kaufman absent. Meeting was called to order at 4 pm
2. Minutes of the last regular meeting, Motion to approve minutes by E. Rainville and second by J. Weddle. All in favor, motion passed.
3. Public comments, none
4. Treasurer's Report – approval of bills and requisitions, Motion to approve by J. Weddle and second M. Coker. All in favor, motion passed.
5. Metamora Branch Project, awaiting minor fix to outdoor lighting.
6. Discussion and Approval of Building and Maintenance Ordinance 24-1. M. Coker made a motion to approve the Building and Maintenance Ordinance 24-1 and second by E. Rainville. All in favor, motion passed.
7. Discussion of Washburn Branch Property, discussed properties for sale in Washburn area.
8. Discussion and Approval of Germantown Hills branch Solar Project, discussed power purchase agreement for solar
9. Discussion of Website, Motion to move forward on website with Library Market by J. Weddle and second by M. Coker. All in favor, motion passed.
10. Director's Remarks, D. Smith shared door counts and circulation results and programming. Aware of some issues with news outlets delivery process and o be resolved soon. Repairs to wiring in Benson.
11. Comments to guide future agendas.
12. Adjournment, Motion to adjourn by J. Weddle and second by H. Booker. All in favor meeting adjourned at 5:37 pm

ILLINOIS PRAIRIE DISTRICT PUBLIC LIBRARY  
BOARD OF TRUSTEES SPECIAL DECENNIAL COMMITTEE BOARD MEETING

Tuesday, July 9, 2024, at  
3:30 pm

**Illinois Prairie District Public Library**  
**Metamora Branch Library**  
**208 E. Partridge Street**  
**Metamora, IL. 61548**

1. Call to order and roll call. Meeting was called to order at 3:32 p.m. Present E. Rainville, J. Weddle, D. Smith, A. Hicks, D. Deeb, K. Garber, and H. Booker.

2. Discussion and Approval of completed Committee Report- Motion to approve committee report by J. Weddle and seconded by E. Rainville. All in favor, motion passed.

10. Adjournment, motion to adjourn by E. Rainville and second by J. Weddle. All in favor, the meeting adjourned at 3:33 pm.

## Illinois Prairie District Public Library

08/12/24

## Check Register

Accrual Basis

August 2024

	<u>Aug 24</u>
Aflac	287.87
AmazonBusiness	3,049.93
Ameren Illinois	3,299.26
Amy Mientus	92.46
Baker & Taylor	1,199.41
Benson Water Department	107.00
Blue Cross Blue Shield of Illinois	5,243.71
Caterpillar Trail Public Water District	36.50
Cengage Learning, Inc.	419.84
Chronicle Media, LLC	51.00
CLA Services Inc	581.00
ComEd	169.43
Commerce Bank - Commercial Cards	3,391.11
Cybrarian Corporation	649.00
Dawn Smith	429.52
Dearborn National Life Insurance Company	145.09
Diamond Design & Construction Inc	7,000.00
Doug Cupples	1,384.00
Farm & Home Publishers, Ltd.	166.50
Fritch Heating & Cooling, Inc.	183.00
GFL Environmental	92.79
Heartland Internet, Inc.	49.95
Heyl Royster	1,335.00
Hoopla	3,243.20
i3 Broadband	484.51
IHLS-OCLC	8,628.48
Illinois Library Association	1,785.00
Jacobs Brothers Commercial Cleaning LLC	1,200.00
Jessica Wear	169.25
JoEllyn Curry	22.38
John Bockler	120.00
Kanopy Inc	34.00
Kirby Foods Metamora	106.83
Kreiling Roofing Co., Inc.	241.88
Library Market	12,450.00
Mediacom	566.70
Metamora Area Business Association	250.00
Midwest Tape	92.96
MTCO	357.74
Nena Hardware Peoria	37.79
Nicor Gas	7.59
Orkin	141.99
Pam Kingham	511.21
Playaway Products LLC	3,341.44
Purity Plus Water Systems	101.90
RAILS	365.00
Rebecca Deitrick	100.50
Roanoke Water-Sewer Department	50.55
RSA NFP	32,517.00
Samantha Huber	266.39
Staples - Dallas	477.03
Synergetic Technologies	2,842.29
Terry's Window Cleaning, Inc.	434.00
The Library Store, Inc.	401.68
The Metamora-Germantown Hills Rotary Club	340.00
Tumbleweed Press, Inc.	1,200.00
Unland Insurance	755.00
Village of Germantown Hills	45.03
Village of Metamora	51.33
Village of Washburn	191.45
We Count People	326.50
Xerox Financial Services	874.53
<b>TOTAL</b>	<b><u>104,496.50</u></b>

**Illinois Prairie District Public Library**  
**Income & Expense Budget vs. Actual**  
**July 2024**

	Jul 24	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
31000 · Property Tax - General	522,359.46	81,250.00	441,109.46	642.9%
31100 · Property Tax - Audit	73,839.06	2,084.00	71,755.06	3,543.1%
31200 · Property Tax - IMRF	36,200.28	2,500.00	33,700.28	1,448.0%
31300 · Property Tax - Social Security	36,206.48	2,916.00	33,290.48	1,241.6%
31400 · Property Tax - Tort/Liability	1,663.57	17,400.00	-15,736.43	9.6%
31500 · Property Tax - Bldg/Maintenance	69,647.41	10,834.00	58,813.41	642.9%
31600 · Property Tax - Working Cash	174,119.94	27,084.00	147,035.94	642.9%
32000 · State Corporate Replacement Tax	3,884.95	1,250.00	2,634.95	310.8%
33000 · Per Capita Grant	0.00	1,500.00	-1,500.00	0.0%
34000 · Fines and Fees	440.64	1,200.00	-759.36	36.7%
38000 · Donations	0.00	750.00	-750.00	0.0%
38400 · Interest Income - Per Capita	125.70	84.00	41.70	149.6%
38500 · Interest Income - General	3,604.90	125.00	3,479.90	2,883.9%
38600 · Interest Income - Audit	0.00	5.00	-5.00	0.0%
38700 · Interest Income - IMRF	0.00	5.00	-5.00	0.0%
38800 · Interest Income - Social Sec	0.00	5.00	-5.00	0.0%
38900 · Interest Income - Tort/Liab	6,611.31	125.00	6,486.31	5,289.0%
39000 · Interest Income - Spec Reserve	950.78	125.00	825.78	760.6%
39191 · Interest Income - Bldg/Maint	468.38	125.00	343.38	374.7%
39200 · Interest Income - Working Cash	4,009.44	125.00	3,884.44	3,207.6%
39300 · Interest Income - Gift	1,817.37	125.00	1,692.37	1,453.9%
39400 · Interest Income - Certificates	0.00	125.00	-125.00	0.0%
39700 · Rent Income	600.00	0.00	600.00	100.0%
<b>Total Income</b>	<b>936,549.67</b>	<b>149,742.00</b>	<b>786,807.67</b>	<b>625.4%</b>
<b>Expense</b>				
40100 · Salaries	38,275.71	40,000.00	-1,724.29	95.7%
40500 · Hospital Insurance	5,479.82	6,666.67	-1,186.85	82.2%
40600 · Staff Education	109.86	1,250.00	-1,140.14	8.8%
41000 · Books - Adult	2,588.34	2,291.00	297.34	113.0%
41100 · Books - Children	1,709.43	2,292.00	-582.57	74.6%
41300 · Periodicals	309.26	834.00	-524.74	37.1%
41500 · Audio - Visual	1,094.90	500.00	594.90	219.0%
41600 · Video / DVD Tapes	167.93	584.00	-416.07	28.8%
41700 · Electronic Materials	9,191.97	4,834.00	4,357.97	190.2%
41800 · RSA Online	0.00	2,666.00	-2,666.00	0.0%
42000 · Online Computer Library Center	0.00	834.00	-834.00	0.0%
42100 · Office Supplies	1,417.45	1,250.00	167.45	113.4%
42400 · Mileage and Expenses	1,129.66	1,250.00	-120.34	90.4%
44200 · Computer Repair	0.00	416.00	-416.00	0.0%
44800 · Programming / PR	2,323.13	2,500.00	-176.87	92.9%
44999 · Capital Outlay	24,147.01	0.00	24,147.01	100.0%
45000 · Rent	191.45	225.00	-33.55	85.1%
45100 · Gas and Electric	1,914.10	3,334.00	-1,419.90	57.4%
45200 · Water and Sewer	183.41	284.00	-100.59	64.6%
45300 · Telephone	483.21	666.00	-182.79	72.6%
45600 · Internet	974.39	1,084.00	-109.61	89.9%
47000 · Building Equipment/Furniture	1,364.47	2,084.00	-719.53	65.5%
47100 · Contingencies	0.00	4,166.00	-4,166.00	0.0%
47200 · Computer Equipment	0.00	834.00	-834.00	0.0%
48900 · Miscellaneous Expenses	0.00	4,166.00	-4,166.00	0.0%
49000 · Per Capita	0.00	1,500.00	-1,500.00	0.0%
52200 · Audit	0.00	2,084.00	-2,084.00	0.0%
60400 · IMRF Employer	1,344.87	2,500.00	-1,155.13	53.8%
70300 · Social Security Employer	2,360.65	2,334.00	26.65	101.1%
70400 · Medicare Employer	552.12	584.00	-31.88	94.5%
72300 · Insurance	0.00	20,559.00	-20,559.00	0.0%
72400 · Legal	440.00	0.00	440.00	100.0%

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08/12/24

Accrual Basis

**Illinois Prairie District Public Library**  
**Income & Expense Budget vs. Actual**  
July 2024

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	<u>Jul 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
72500 · Maintenance	16,482.48	10,834.00	5,648.48	152.1%
72600 · Professional Fees	788.50	834.00	-45.50	94.5%
<b>Total Expense</b>	<u>115,024.12</u>	<u>126,239.67</u>	<u>-11,215.55</u>	<u>91.1%</u>
<b>Net Income</b>	<u><b>821,525.55</b></u>	<u><b>23,502.33</b></u>	<u><b>798,023.22</b></u>	<u><b>3,495.5%</b></u>

**Illinois Prairie District Public Library**  
**Income & Expense Budget vs. Actual**  
 July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
<b>Income</b>				
31000 · Property Tax - General	522,359.46	975,000.00	-452,640.54	53.6%
31100 · Property Tax - Audit	73,839.06	25,000.00	48,839.06	295.4%
31200 · Property Tax - IMRF	36,200.28	30,000.00	6,200.28	120.7%
31300 · Property Tax - Social Security	36,206.48	35,000.00	1,206.48	103.4%
31400 · Property Tax - Tort/Liability	1,663.57	208,800.00	-207,136.43	0.8%
31500 · Property Tax - Bldg/Maintenance	69,647.41	130,000.00	-60,352.59	53.6%
31600 · Property Tax - Working Cash	174,119.94	325,000.00	-150,880.06	53.6%
32000 · State Corporate Replacement Tax	3,884.95	15,000.00	-11,115.05	25.9%
33000 · Per Capita Grant	0.00	18,000.00	-18,000.00	0.0%
34000 · Fines and Fees	889.79	14,400.00	-13,510.21	6.2%
38000 · Donations	100.00	9,000.00	-8,900.00	1.1%
38400 · Interest Income - Per Capita	125.70	1,000.00	-874.30	12.6%
38500 · Interest Income - General	3,604.90	1,500.00	2,104.90	240.3%
38600 · Interest Income - Audit	0.00	50.00	-50.00	0.0%
38700 · Interest Income - IMRF	0.00	50.00	-50.00	0.0%
38800 · Interest Income - Social Sec	0.00	50.00	-50.00	0.0%
38900 · Interest Income - Tort/Liab	6,611.31	1,500.00	5,111.31	440.8%
39000 · Interest Income - Spec Reserve	950.78	1,500.00	-549.22	63.4%
39191 · Interest Income - Bldg/Maint	468.38	1,500.00	-1,031.62	31.2%
39200 · Interest Income - Working Cash	4,009.44	1,500.00	2,509.44	267.3%
39300 · Interest Income - Gift	1,817.37	1,500.00	317.37	121.2%
39400 · Interest Income - Certificates	0.00	1,500.00	-1,500.00	0.0%
39700 · Rent Income	1,200.00	0.00	1,200.00	100.0%
<b>Total Income</b>	<b>937,698.82</b>	<b>1,796,850.00</b>	<b>-859,151.18</b>	<b>52.2%</b>
<b>Expense</b>				
40100 · Salaries	38,275.71	480,000.00	-441,724.29	8.0%
40500 · Hospital Insurance	11,156.49	80,000.00	-68,843.51	13.9%
40600 · Staff Education	2,378.80	15,000.00	-12,621.20	15.9%
41000 · Books - Adult	4,237.57	27,500.00	-23,262.43	15.4%
41100 · Books - Children	3,264.80	27,500.00	-24,235.20	11.9%
41300 · Periodicals	446.25	10,000.00	-9,553.75	4.5%
41500 · Audio - Visual	1,094.90	6,000.00	-4,905.10	18.2%
41600 · Video / DVD Tapes	314.89	7,000.00	-6,685.11	4.5%
41700 · Electronic Materials	16,891.17	58,000.00	-41,108.83	29.1%
41800 · RSA Online	29,241.00	32,000.00	-2,759.00	91.4%
42000 · Online Computer Library Center	8,628.48	10,000.00	-1,371.52	86.3%
42100 · Office Supplies	2,533.63	15,000.00	-12,466.37	16.9%
42400 · Mileage and Expenses	2,610.23	15,000.00	-12,389.77	17.4%
44200 · Computer Repair	0.00	5,000.00	-5,000.00	0.0%
44800 · Programming / PR	5,303.36	30,000.00	-24,696.64	17.7%
44900 · Gift & Donation Expense	12,450.00			
44999 · Capital Outlay	31,147.01	0.00	31,147.01	100.0%
45000 · Rent	382.90	2,700.00	-2,317.10	14.2%
45100 · Gas and Electric	5,390.38	40,000.00	-34,609.62	13.5%
45200 · Water and Sewer	473.82	3,400.00	-2,926.18	13.9%
45300 · Telephone	967.72	8,000.00	-7,032.28	12.1%
45600 · Internet	1,948.78	13,000.00	-11,051.22	15.0%
47000 · Building Equipment/Furniture	1,364.47	25,000.00	-23,635.53	5.5%
47100 · Contingencies	0.00	50,000.00	-50,000.00	0.0%
47200 · Computer Equipment	0.00	10,000.00	-10,000.00	0.0%
48900 · Miscellaneous Expenses	0.00	50,000.00	-50,000.00	0.0%
49000 · Per Capita	4,474.29	18,000.00	-13,525.71	24.9%
52200 · Audit	0.00	25,000.00	-25,000.00	0.0%
60400 · IMRF Employer	1,344.87	30,000.00	-28,655.13	4.5%
70300 · Social Security Employer	2,360.65	28,000.00	-25,639.35	8.4%
70400 · Medicare Employer	552.12	7,000.00	-6,447.88	7.9%
72300 · Insurance	0.00	246,700.00	-246,700.00	0.0%
72400 · Legal	2,581.00	0.00	2,581.00	100.0%



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08/12/24

Accrual Basis

**Illinois Prairie District Public Library**  
**Income & Expense Budget vs. Actual**  
July 2024 through June 2025

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	<u>Jul '24 - Jun 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
72500 · Maintenance	26,186.91	130,000.00	-103,813.09	20.1%
72600 · Professional Fees	1,369.50	10,000.00	-8,630.50	13.7%
<b>Total Expense</b>	<u>219,371.70</u>	<u>1,514,800.00</u>	<u>-1,295,428.30</u>	<u>14.5%</u>
<b>Net Income</b>	<u><b>718,327.12</b></u>	<u><b>282,050.00</b></u>	<u><b>436,277.12</b></u>	<u><b>254.7%</b></u>

## Illinois Prairie District Public Library

## Profit &amp; Loss

July 2024

	<u>Jul 24</u>
<b>Income</b>	
31000 · Property Tax - General	522,359.46
31100 · Property Tax - Audit	73,839.06
31200 · Property Tax - IMRF	36,200.28
31300 · Property Tax - Social Security	36,206.48
31400 · Property Tax - Tort/Liability	1,663.57
31500 · Property Tax - Bldg/Maintenance	69,647.41
31600 · Property Tax - Working Cash	174,119.94
32000 · State Corporate Replacement Tax	3,884.95
34000 · Fines and Fees	440.64
38400 · Interest Income - Per Capita	125.70
38500 · Interest Income - General	3,604.90
38900 · Interest Income - Tort/Liab	6,611.31
39000 · Interest Income - Spec Reserve	950.78
39191 · Interest Income - Bldg/Maint	468.38
39200 · Interest Income - Working Cash	4,009.44
39300 · Interest Income - Gift	1,817.37
39700 · Rent Income	600.00
<b>Total Income</b>	<u>936,549.67</u>
<b>Expense</b>	
40100 · Salaries	38,275.71
40500 · Hospital Insurance	5,479.82
40600 · Staff Education	109.86
41000 · Books - Adult	2,588.34
41100 · Books - Children	1,709.43
41300 · Periodicals	309.26
41500 · Audio - Visual	1,094.90
41600 · Video / DVD Tapes	167.93
41700 · Electronic Materials	9,191.97
42100 · Office Supplies	1,417.45
42400 · Mileage and Expenses	1,129.66
44800 · Programming / PR	2,323.13
44999 · Capital Outlay	24,147.01
45000 · Rent	191.45
45100 · Gas and Electric	1,914.10
45200 · Water and Sewer	183.41
45300 · Telephone	483.21
45600 · Internet	974.39
47000 · Building Equipment/Furniture	1,364.47
60400 · IMRF Employer	1,344.87
70300 · Social Security Employer	2,360.65
70400 · Medicare Employer	552.12
72400 · Legal	440.00
72500 · Maintenance	16,482.48
72600 · Professional Fees	788.50
<b>Total Expense</b>	<u>115,024.12</u>
<b>Net Income</b>	<u><u>821,525.55</u></u>

## Illinois Prairie District Public Library

## Profit &amp; Loss

08/12/24

July 2024 through June 2025

Cash Basis

	<u>Jul '24 - Jun 25</u>
<b>Income</b>	
31000 · Property Tax - General	522,359.46
31100 · Property Tax - Audit	73,839.06
31200 · Property Tax - IMRF	36,200.28
31300 · Property Tax - Social Security	36,206.48
31400 · Property Tax - Tort/Liability	1,663.57
31500 · Property Tax - Bldg/Maintenance	69,647.41
31600 · Property Tax - Working Cash	174,119.94
32000 · State Corporate Replacement Tax	3,884.95
34000 · Fines and Fees	889.79
38000 · Donations	100.00
38400 · Interest Income - Per Capita	125.70
38500 · Interest Income - General	3,604.90
38900 · Interest Income - Tort/Liab	6,611.31
39000 · Interest Income - Spec Reserve	950.78
39191 · Interest Income - Bldg/Maint	468.38
39200 · Interest Income - Working Cash	4,009.44
39300 · Interest Income - Gift	1,817.37
39700 · Rent Income	1,200.00
<b>Total Income</b>	<u>937,698.82</u>
<b>Expense</b>	
40100 · Salaries	38,275.71
40500 · Hospital Insurance	11,156.49
40600 · Staff Education	2,378.80
41000 · Books - Adult	4,237.57
41100 · Books - Children	3,264.80
41300 · Periodicals	446.25
41500 · Audio - Visual	1,094.90
41600 · Video / DVD Tapes	314.89
41700 · Electronic Materials	16,891.17
41800 · RSA Online	29,241.00
42000 · Online Computer Library Center	8,628.48
42100 · Office Supplies	2,533.63
42400 · Mileage and Expenses	2,610.23
44800 · Programming / PR	5,303.36
44900 · Gift & Donation Expense	12,450.00
44999 · Capital Outlay	31,147.01
45000 · Rent	382.90
45100 · Gas and Electric	5,390.38
45200 · Water and Sewer	473.82
45300 · Telephone	967.72
45600 · Internet	1,948.78
47000 · Building Equipment/Furniture	1,364.47
49000 · Per Capita	4,474.29
60400 · IMRF Employer	1,344.87
70300 · Social Security Employer	2,360.65
70400 · Medicare Employer	552.12
72400 · Legal	2,581.00
72500 · Maintenance	26,186.91
72600 · Professional Fees	1,369.50
<b>Total Expense</b>	<u>219,371.70</u>
<b>Net Income</b>	<u><u>718,327.12</u></u>

## Illinois Prairie District Public Library

## Balance Sheet

As of July 31, 2024

	<u>Jul 31, 24</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10200 · Checking Account	981,696.19
10800 · Petty Cash Checking Account	724.56
11400 · Savings Account	421,325.43
<b>Total Checking/Savings</b>	<u>1,403,746.18</u>
<b>Other Current Assets</b>	
10100 · Cash on Hand	167.79
10300 · US Treasury Bond 207050143	158,935.70
10400 · Per Capita Fund	42,297.88
10500 · Certificates	124,115.22
10600 · General Operating Fund	704,192.98
10700 · Special Reserve Fund	208,755.79
10900 · US Treasury Bond 207050144	248,707.85
11000 · Working Cash Fund	881,184.06
11100 · Gift Fund	385,241.60
11200 · Building Maintenance Fund	99,578.03
11300 · Tort Liability Fund	1,461,459.53
11500 · Dedicated Gift Fund	6.97
<b>Total Other Current Assets</b>	<u>4,314,643.40</u>
<b>Total Current Assets</b>	<u>5,718,389.58</u>
<b>Fixed Assets</b>	
12000 · Benson Furniture and Fixtures	46,630.36
12100 · GT Hills Furniture and Fixtures	348,987.61
12200 · Metamora Furniture and Fixtures	183,058.32
12300 · Roanoke Furniture and Fixtures	28,811.34
12400 · SB Furniture and Fixtures	29,667.12
12500 · Washburn Furniture and Fixtures	22,643.30
12900 · Accumulated Depreciation F&F	-516,566.11
13000 · Benson Building	58,059.94
13100 · GT Hills Building	1,943,395.89
13110 · GT Hills Land	385,023.00
13200 · Metamora Building	161,831.10
13300 · Roanoke Building	1,176,952.58
13400 · SB Building	187,234.80
13900 · Accumulated Depreciation Bldgs	-585,003.72
14000 · Library Materials	494,804.93
14900 · Acc Depreciation Lib Materials	-308,135.08
<b>Total Fixed Assets</b>	<u>3,657,395.38</u>
<b>TOTAL ASSETS</b>	<u><b>9,375,784.96</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
28000 · Investment in Fixed Assets	3,153,263.83
29000 · Bldg/Maint Fund	270,310.57
29100 · Audit Fund	40,928.13
29300 · Social Security Fund	249,001.80
29400 · Tort/Liability Fund	658,133.65
29500 · Special Reserves Fund	127,865.49
29600 · Fund Balance	2,090,484.44
30000 · Opening Balance Equity	-425,484.71
40000 · Net Assets	425,484.71
50000 · Unrestricted Net Assets	1,964,271.50
Net Income	821,525.55
<b>Total Equity</b>	<u>9,375,784.96</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>9,375,784.96</b></u>

## Bank Accounts

	Commerce Checking	The Illinois Funds Bldg/Maint	The Illinois Funds Dedicated Gift	The Illinois Funds Gen Operating	The Illinois Funds Gift	The Illinois Funds Per Capita	The Illinois Funds Spec Reserve	The Illinois Funds Tort/Liab	The Illinois Funds Working Cash	CEFCU Savings	CD's
Balance 07-01-2024	\$ 81,042.36	\$ 110,706.84	\$ 6.97	\$ 618,161.54	\$ 412,066.72	\$ 9,644.74	\$ 208,530.47	\$ 1,189,248.22	\$ 877,174.62	\$ 421,325.43	\$ 560,115.22
Transfer Online	\$ 100,000.00			\$ (100,000.00)							
Accounts Payable	\$ (72,672.89)										
First Payroll	\$ (14,051.28)										
Payroll Taxes	\$ (4,425.86)										
Fines & Fees (Met)	\$ 102.47										
Fines & Fees	\$ 338.17										
Miscellaneous Income											
Obits											
Donations											
Rent	\$ 600.00										
July - December eCommerce											
Second Payroll	\$ (16,007.72)										
Payroll Taxes	\$ (5,195.17)										
IMRF	\$ (2,366.20)										
Interest - CEFCU (200)											
Interest - CEFCU (201)											
Prop Tax Interest											
Interest - Commerce Bank											
Interest - Busey Bank											
Certificate Interest											
Transfer to/from Bldg/Maint		\$ (11,597.19)		\$ 11,597.19							
Transfer to/from Tort/Liab				\$ 400.00				\$ (400.00)			
Property Taxes	\$ 914,036.20										
Transfer to/from Special Reserve				\$ 725.46			\$ (725.46)				
Transfer to/from Per Capita					\$ (32,527.44)	\$ 32,527.44					
Transfer to Gift											
Transfer to W/C											
Transfer to/from Certificates				\$ 170,000.00				\$ 266,000.00			\$ (436,000.00)
State Corp Replacement Tax					\$ 3,884.95						
Rebates/Refunds											
Interest	\$ 296.11	\$ 468.38		\$ 3,308.79	\$ 1,817.37	\$ 125.70	\$ 950.78	\$ 6,611.31	\$ 4,009.44		
Balance 07-31-2024	\$ 981,696.19	\$ 99,578.03	\$ 6.97	\$ 704,192.98	\$ 385,241.60	\$ 42,297.88	\$ 208,755.79	\$ 1,461,459.53	\$ 881,184.06	\$ 421,325.43	\$ 124,115.22

ORDINANCE 24 - 2

ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE FISCAL  
YEAR BEGINNING THE 1ST DAY OF JULY, 2024 AND ENDING  
THE 30TH DAY OF JUNE 2025

WHEREAS, The Board of Trustees of the Illinois Prairie District Public Library, of the Counties of Woodford and Marshall, State of Illinois, has prepared or caused to be prepared a tentative form of the Annual Budget and Appropriation for said Public Library District for the fiscal year beginning July 1, 2024 and ending June 30, 2025 and the same has been conveniently available for public inspection for at least thirty (30) days prior to final action thereon; and

WHEREAS, a public hearing was held as to such Annual Budget and Appropriation Ordinance on August 13, 2024, notice of which was given at least thirty (30) days prior thereto by publishing notice thereof in a newspaper of general circulation in the Illinois Prairie District Public Library; and

WHEREAS, all other legal requirements have been complied with by the Board of Trustees of Illinois Prairie District Public Library;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE ILLINOIS PRAIRIE DISTRICT PUBLIC LIBRARY, IN THE COUNTIES OF WOODFORD AND MARSHALL, STATE OF ILLINOIS, AS FOLLOWS:

Section 1: That the following sums, or so much thereof as by law may be authorized, be and the same are hereby budgeted, set aside and appropriated for the specified Library Purposes for the fiscal year beginning July 1, 2024 and ending June 30, 2025; and the objects and purposes for which said appropriations are made, and the amounts thereby appropriated are as follows; to-wit:

FOR CORPORATE PURPOSES [75 ILCS 16/35-5]:

1. For salaries (Librarians and staff) \$480,000.00
2. For employee benefits (hospital insurance) \$ 80,000.00
3. For library materials
  - a. books \$ 55,000.00
  - b. periodicals/serials \$ 10,000.00
  - c. audio - visual \$ 6,000.00
  - d. videos/DVDs \$ 7,000.00
  - e. electronic materials \$ 58,000.00\$136,000.00
4. For utilities
  - a. Gas and electric \$ 40,000.00
  - b. Water and sewer \$ 3,400.00

	c. Telephone	\$ 8,000.00	
	d. Internet	\$ 13,000.00	
			\$ 64,400.00
5.	For mileage and expenses		\$ 15,000.00
6.	For staff and board development		\$ 15,000.00
7.	For library supplies		\$ 15,000.00
8.	For building rentals		\$ 2,700.00
9.	For OCLC catalog costs		\$ 10,000.00
10.	For per capita expenditures		\$ 18,000.00
11.	For professional fees		\$ 10,000.00
12.	For Computer equipment		\$ 10,000.00
13.	For Computer equipment maintenance		\$ 5,000.00
14.	For equipment and furnishings		\$ 25,000.00
15.	For RSA Online membership		\$ 32,000.00
16.	For Programming & Public Relations		\$ 30,000.00
17.	For miscellaneous expenses		\$ 50,000.00
18.	For contingencies		\$ <u>50,000.00</u>
		TOTAL	\$1,048,100.00

FOR SOCIAL SECURITY FUND PURPOSES [40 ILCS 5/21-110; 21-110.1]:

1.	Social Security & Medicare		\$ <u>35,000.00</u>
		TOTAL	\$ 35,000.00

FOR ILL. MUNICIPAL RETIREMENT PURPOSES [40 ILCS 5/7-105; 7-171]:

1.	Illinois Municipal retirement fund		\$ <u>30,000.00</u>
		TOTAL	\$ 30,000.00

FOR AUDIT PURPOSES [75 ILCS 16/30-45 and 50 ILCS 310/9]:

1.	Contractual Services-Audit		\$ <u>25,000.00</u>
		TOTAL	\$ 25,000.00

FOR LIABILITY, WORKERS' COMPENSATION AND UNEMPLOYMENT INSURANCE,  
[745 ILCS 10/9-107]:

1. Insurance (including public liability; property damage (fire); workers' compensation; unemployment compensation; treasurer's bond)	\$ 60,000.00
2. Risk Management/Loss Control Programs	\$150,000.00
3. Legal and Professional fees	\$ 17,000.00
4. Contingency	\$ <u>19,700.00</u>
TOTAL	\$246,700.00

FOR BUILDING MAINTENANCE FUND: [75 ILCS 16/35-5]:

1. Building Maintenance Costs:	
a. general maintenance	\$ 68,500.00
b. custodians	\$ 26,000.00
	\$ 94,500.00
2. Building remodeling and repairs	\$ 10,000.00
3. Contractual Services	\$ 15,500.00
4. Contingency	\$ <u>10,000.00</u>
TOTAL	\$130,000.00

FOR SPECIAL RESERVE FUND [75 ILCS 16/40-50]:

1. Special Reserve Fund Plan	\$950,000.00
2. Furnishings and equipment	\$400,000.00
3. Contingency	\$ <u>25,000.00</u>
TOTAL	\$1,375,000.00

FOR THE PURPOSE OF A WORKING CASH FUND [75 ILCS 16/35-35]:

1. For Working Cash Fund	\$ <u>325,000.00</u>
TOTAL	\$325,000.00

Section 2:Appropriated for the foregoing expenses from the following estimate of revenues, by source, anticipated to be received by the Library District in the fiscal year:

Projected cash on hand July 1, 2025	\$ 5,400.00
Special Reserve Fund	\$1,375,000.00



Self Insurance reserve Fund	\$ 37,900.00
Miscellaneous gifts and donations	\$ 9,000.00
Income of interest	\$ 11,300.00
Special purpose grants	\$ 18,000.00
Corporate personal property replacement taxes	\$ 15,000.00
Photocopy, cards, fax, and miscellaneous	\$ 14,400.00
Tax for General Corporate Library purposes	\$ 975,000.00
Tax for Social Security purposes	\$ 35,000.00
Tax for Ill. Municipal Retirement purposes	\$ 30,000.00
Tax for Audit purposes	\$ 25,000.00
Tax for Liability and Insurance	\$ 208,800.00
Tax for Working Cash Fund	\$ 325,000.00
Tax for Maintenance purposes	\$ <u>130,000.00</u>
Expected cash on hand June 30, 2025	\$ 0

Section 3: Any unexpended balances in the General Library Fund, and Maintenance Fund appropriations may be deposited into the Special Reserve Fund pursuant to a plan in accordance with Article 40 of Chapter 75, Illinois Compiled Statutes.

Section 4: The Secretary of the Illinois Prairie District Public Library is hereby authorized and directed to have this Ordinance published at least once in a newspaper of general circulation within this library district.

Section 5: This Ordinance shall be in full force and effect from and after its approval and publication as provided by law.

Passed by the Board of Trustees of the Illinois Prairie District Public Library and approved by the President thereof this 13th day of August, 2024.

BOARD OF TRUSTEES OF ILLINOIS  
PRAIRIE DISTRICT PUBLIC LIBRARY

By: \_\_\_\_\_  
Its President

ATTEST:

\_\_\_\_\_  
Secretary

STATE OF ILLINOIS     )  
                                      )  SS.  
COUNTY OF WOODFORD  )

CERTIFICATE

I, \_\_\_\_\_, do hereby certify that I am the duly appointed, qualified and now acting Secretary of the Illinois Prairie District Public Library in the Counties of Woodford and Marshall and State of Illinois; that attached hereto is a true and correct copy of the Annual Budget and Appropriation Ordinance No. 24-2 for the fiscal year July 1, 2024 to June 30, 2025.

I further certify that the Annual Budget and Appropriation Ordinance was duly passed by the Board of Trustees of said Library District at a meeting thereof held on the 13th day of August, 2024; that said Ordinance was duly passed by ye and nay vote thereon with at least a majority of all the Board of Trustees having voted ye on the adoption and passage thereof and approved in accordance with the laws of the State of Illinois pursuant to the notice and publication thereof as required by law.

I further certify that said Annual Budget and Appropriation Ordinance contains an estimate of revenues, by sources, anticipated to be received by the Illinois Prairie District Public Library in the fiscal year.

IN WITNESS WHEREOF, I have signed my name in my official capacity as the Secretary of the Board of Trustees of the Illinois Prairie District Public Library, at Metamora, Illinois, this 13th day of August, 2024.

\_\_\_\_\_  
Secretary, Illinois Prairie  
District Public Library

ORDINANCE NO. 24-3

ORDINANCE OF THE ILLINOIS PRAIRIE DISTRICT PUBLIC LIBRARY,  
WOODFORD COUNTY, ILLINOIS CREATING A PUBLIC LIBRARY  
DISTRICT WORKING CASH FUND

WHEREAS, 75 ILCS 16/30-95 provides the authority for a Public Library District to create and maintain a Working Cash Fund for the sole purpose of enabling the District to have in its funds, at all times, sufficient money to meet demands thereon for ordinary and necessary and committed expenditures for library purposes; and

WHEREAS, the said statute permits the Public Library District Working Cash Fund to contain any amount deemed necessary by the Board to satisfy the purposes of the fund up to .2% of the full, fair cash value of all taxable property within the District, as equalized or assessed by the Department of Revenue for the year of 1998; and

WHEREAS, the said statute permits the proceeds of such fund to be transferred from the Working Cash Fund to the General Library Fund and dispersed therefrom in anticipation of the collection of taxes lawfully levied for general library purposes; and

WHEREAS, the Board of Trustees of the Illinois Prairie District Public Library has determined that it is in the best interests of its residents, taxpayers, and users of the Library District that a Working Cash Fund be created and maintained according to the law made and provided;

NOW THEREFORE, BE IT ORDAINED by the Board of Trustees of the Illinois Prairie District Public Library in the County of Woodford and State of Illinois, as follows:

Section 1: That there be created and maintained a Working Cash Fund for the sole purpose of enabling the District to have in its funds, at all times, sufficient money to meet demands thereon for ordinary and necessary and committed expenditures for library purposes as provided in 75 ILCS 16/30-95, such Working Cash Fund to be known as the Public Library Working Cash Fund.

Section 2: That the balance in the fund shall not at any time be allowed to exceed .2% of the full, fair cash value of all taxable property within the District, as equalized or assessed by the Department of Revenue for the year 1998.

Section 3: That the money for such fund shall only accrue from the Public Library District Working Cash Fund tax which the Board is authorized to levy pursuant to 75 ILCS 16/35-35.

Section 4: That the proceeds shall be deposited in a special and separate fund, and may be carried over from year to year without in any manner reducing or abating future annual library tax levies and it shall be identified in the budget each year, but shall not be deemed as a current asset available for library purposes.

Section 5: The proceeds of such fund may be transferred from the Working Cash Fund to the General Library Fund, and dispersed therefrom in anticipation of the collection of taxes lawfully levied for general library purposes or in anticipation of such taxes lawfully levied for general library purposes and such taxes when collected, and after payment of tax warrants, shall be drawn upon to reimburse the Working Cash Fund.

Section 6: This Ordinance shall take effect and be in full force and effect from and after its passage and approval according to the law and after filing a copy of this Ordinance with the Public Library District.

Passed by the Board of Trustees of the Illinois Prairie District Public Library and approved by the President thereof this 13th day of August, 2024.

Illinois Prairie District  
Public Library

Posted: August 14, 2024

By: \_\_\_\_\_  
President, Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees



ILLINOIS PRAIRIE  
DISTRICT PUBLIC LIBRARY  
Where Knowledge Grows

This is to certify that we have examined the secretary's minutes and other records for the past year and find that they are in order and have no errors or discrepancies for Fiscal Year 2023-2024.

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Trustee

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Trustee

Date \_\_\_\_\_ 2024

## **3D Printer Policy**

The Illinois Prairie District Public Library's Bambu Lab X1-Carbon 3D printer is available to IPDPL cardholders in good standing to support the ever-changing and constantly evolving technology needs of the community.

The library's 3D printers may be used only for lawful purposes. Users will not be permitted to use the library's 3D printers to create material that is:

- (a) Prohibited by local, state or federal law.
- (b) Unsafe, harmful, dangerous, poses an immediate threat to the well-being of others, or is otherwise inappropriate for the library environment.
- (c) In violation of another's intellectual property rights. For example, the printer will not be used to reproduce material that is subject to copyright, patent or trademark protection.
- (d) A violation of the terms of use of the manufacturer.

Any individual using the library's 3D printer agrees to assume all responsibility for and shall hold the Library harmless in all matters related to the individual's use of the 3D printer, including but not limited to violation of patent, trademark, and/or copyright.

Illinois Prairie District Public Library is not responsible for any damage, loss, or security of data arising from the use of its computers or network, nor for the functionality or quality of content produced on the 3D printer.

## **Printing Procedure**

Patrons are invited to request 3D print objects, but the execution of the 3D print jobs will be completed by IPDPL staff.

1. All 3D printing requests must fulfill these requirements:
  - Users must be IPDPL cardholders in good standing.
  - The print file submitted must be in .ST: (stereo lithography) format.
  - Users fully complete the 3D Print Request Form.
  - Only one print request per person will be accepted and printed at a time.
  - The print object must be smaller than 10.0" L x 10" W x 10" H.

2. Printing is available on a first-come, first-served basis and is coordinated by the IPDPL staff. Only designated Library staff will have hands-on access to the 3D printer. Priority printing will be given to library programs and events.
3. All designs will be reviewed by IPDPL staff, who reserve the right to refuse 3D print jobs. Size of the file, timing of printing, and maximum length of time allowed for each print job will be regulated according to demand and equipment restrictions. The library reserves the right to limit print requests. Abuse of 3D print service may lead to denial of future use.
4. The printer can print an object with four different colors. Color preferences may be submitted, but the library will determine the color of filament based on availability. Library staff reserve the right to resize projects unless dimensions are specific in the request.
5. Items printed from the library's 3D printer that are not picked up within 14 days of completion will become the property of the library. Items must be picked up by the individual who requested them.
6. The library is not responsible for failed 3D prints, although we will do our best to assist in completing successful 3D prints. In the instance of printing failure, 3D print jobs may be limited to one additional attempt.
7. PLA filament colors are limited to what we have available. Costs will be determined on a print-by-print basis. Printing cost will be calculated by multiplying the grams of filament used by \$.25 per gram plus \$1.00 printing fee. (Example: 10 grams x \$.25 = \$2.50 plus \$1.00 printing fee = \$3.50) Payment is due at the time of pick-up.

Submission of a 3D print file signifies that you have read and accepted the library's 3D Printer Policy. All designs will be reviewed by Library Staff before printing. The library reserves the right to limit or refuse any 3D print request. Please call the library at (309) 921-5074 with any questions regarding 3D printing.



## Director's Remarks for August 13, 2024

### **Mission**

We serve as a welcoming, responsive environment for community gathering by provisioning space, equal access to information, technology, resources, and engaging learning opportunities.

### **Vision**

Growing a vibrant, engaged, learning-focused community.

### **WELCOME**

We create a sense of belonging in our comfortable, inclusive spaces.

COMPLETE a building project for Metamora.

EVOLVE branches to become essential community hubs.

- *The exterior lighting on the Metamora branch is complete.*
- *Carol in Benson is moving furniture around to make spaces more inviting and is coming up with fun activities for the kids.*

### **ENGAGE**

We are widely known and highly regarded for the value we add to the community.

INCREASE awareness through creative marketing and communication.

REACH more community members through outreach activities and strategic partnerships.

- *We are participating in "Read, Eat, Play" organized by Williamsfield Public Library.*
- *Work has started on the new website.*

### **ENRICH**

We encourage and support a culture of learning across a lifetime.

CREATE strong connections with families to establish lifelong library habits grounded in the joy of reading.

DESIGN experiential learning opportunities that also highlight library resources.

- *We are holding Cricut classes at the Metamora branch. 3D Printing training for the staff will start soon.*

### **ADDITIONALLY**

- Summer Reading is over.
- I completed Directors University. I learned a great deal and am looking forward to DU 2.0.
- I am looking for a company who seals sidewalks. Any suggestions?
- The Spring Bay branch sidewalk has been replaced and looks fabulous.
- The Illinois Public Library Annual Report is complete.

### **July Door Count (FY2024-2025)**

Benson: 110 (110)

GHills: 3,669 (3,669)

Metamora: 2,220 (2,220)

Roanoke: 395 (395)

SBay: 586 (586)

Washburn: 302 (302)

### **Wi-fi Usage**

July: 380 (380)

Electronic  
Resources

	OD Ebooks	OD Audio	OD Mags	Kanopy	Axis 360
July	583	474	383	18	265
August					
September					
October					
November					
December					
January					
February					
March					
April					
May					
June					
Total	583	474	383	18	265

HOOPLA	Ebooks	Audio	Binge	Music	Movies	Television
July	335	884	9	34	47	31
August						
September						
October						
November						
December						
January						
February						
March						
April						
May						
June						
Total	335	884	9	34	47	31

**Annual culmulative Circulation**

	Benson	Germantown	Metamora	Roanoke	Spring Bay	Washburn	Tumble	Overdrive	Total
July	87	1302	1566	447	156	161	57	1034	4810
August									0
September									0
October									0
November									0
December									0
January									0
February									0
March									0
April									0
May									0
June									0
<b>Total</b>	<b>87</b>	<b>1302</b>	<b>1566</b>	<b>447</b>	<b>156</b>	<b>161</b>	<b>57</b>	<b>1034</b>	<b>4810</b>

**Annual Juvenile Circulation**

	Benson	Germantown	Metamora	Roanoke	Spring Bay	Washburn	Tumble	Total
July	144	1901	3310	1003	148	156	57	6719
August								0
September								0
October								0
November								0
December								0
January								0
February								0
March								0
April								0
May								0
June								0
<b>Total</b>	<b>144</b>	<b>1901</b>	<b>3310</b>	<b>1003</b>	<b>148</b>	<b>156</b>	<b>57</b>	<b>6719</b>

**YA YOUNG ADULT**

	Benson	Germantown	Metamora	Roanoke	Spring Bay	Washburn
July	6	87	114	42	3	10
August						
September						
October						
November						
December						
January						
February						
March						
April						
May						
June						
<b>Total</b>	<b>6</b>	<b>87</b>	<b>114</b>	<b>42</b>	<b>3</b>	<b>10</b>

PATRON INTERNET USE

	Benson	Germantown	Metamora	Roanoke	Spring Bay	Washburn
July	0	167	111	42	8	21
August						
September						
October						
November						
December						
January						
February						
March						
April						
May						
June						
Total	0	167	111	42	8	21



DATE	NAME OF PROGRAM	Juvenile	YA	Adult	Gen Int	IPLAR Age Grp	Passive Y/N?	IPLAR Prog Type	All Att by Prog
7/18/2024	Critter Conservation Creation 3 - Turtle Plush	13	3	6	0	Children 6-11	N	Sync On-Site	22
7/23/2024	Critter Conservation Creation 4 - Polar Bear	5	0	5	0	Children 6-11	N	Sync On-Site	10
7/23/2024	Critter Conservation Creation 4 - Polar Bear	6	0	4	0	Children 6-11	N	Sync On-Site	10
7/26/2024	Junk Mail Paper Crafting - R	6	0	4	0	Gen Int	N	Sync On-Site	10
									0
<b>CHILDREN'S PROGRAMS</b>									
									0
7/1/2024	Story Time - B	9	0	5	0	Children 0-5	N	Sync Off-Site	14
7/1/2024	Story Time - SB	5	0	2	0	Children 0-5	N	Sync On-Site	7
7/2/2024	Baby Bookworms - M	6	0	3	0	Children 0-5	N	Sync Off-Site	9
7/2/2024	Story Time - M	1	0	2	0	Children 0-5	N	Sync Off-Site	3
7/3/2024	Story Time - W	2	0	1	0	Children 0-5	N	Sync On-Site	3
7/5/2024	Story Time - R	0	0	0	0	Children 0-5	N	Sync Off-Site	0
7/8/2024	Story Time - B	6	0	3	0	Children 0-5	N	Sync Off-Site	9
7/8/2024	Story Time - SB	5	0	2	0	Children 0-5	N	Sync On-Site	7
7/9/2024	Baby Bookworms - M	3	0	2	0	Children 0-5	N	Sync Off-Site	5
7/9/2024	Story Time - M	2	0	2	0	Children 0-5	N	Sync On-Site	4
7/11/2024	Baby Bookworms - GH	3	0	3	0	Children 0-5	N	Sync On-Site	6
7/11/2024	Story Time - GH	6	0	3	0	Children 0-5	N	Sync On-Site	9
7/12/2024	Story Time - R	0	0	0	0	Children 0-5	N	Sync Off-Site	0
7/15/2024	Story Time - B	3	0	2	0	Children 0-5	N	Sync Off-Site	5
7/15/2024	Story Time - SB	5	0	2	0	Children 0-5	N	Sync On-Site	7
7/16/2024	Baby Bookworms - M	3	0	2	0	Children 0-5	N	Sync On-Site	5
7/16/2024	Story Time - M	0	0	0	0	Children 0-5	N	Sync On-Site	0
7/17/2024	Story Time - W	3	0	3	0	Children 0-5	N	Sync On-Site	6
7/18/2024	Baby Bookworms - GH	3	0	4	0	Children 0-5	N	Sync On-Site	7
7/18/2024	Story Time - GH	6	0	3	0	Children 0-5	N	Sync On-Site	9
7/19/2024	Story Time - R	0	0	0	0	Children 0-5	N	Sync Off-Site	0
7/22/2024	Story Time - B	6	0	2	0	Children 0-5	N	Sync Off-Site	8
7/22/2024	Story Time - SB	6	0	3	0	Children 0-5	N	Sync On-Site	9
7/23/2024	Baby Bookworms - M	4	0	5	0	Children 0-5	N	Sync Off-Site	9
7/23/2024	Story Time - M	0	0	0	0	Children 0-5	N	Sync Off-Site	0
7/24/2024	Story Time - W	3	0	2	0	Children 0-5	N	Sync On-Site	5
7/25/2024	Baby Bookworms - GH	1	0	1	0	Children 0-5	N	Sync On-Site	2
7/25/2024	Story Time - GH	3	0	2	0	Children 0-5	N	Sync On-Site	5
7/26/2024	Story Time - R	8	0	4	0	Children 0-5	N	Sync Off-Site	12
7/1-31/2024	Scavenger Hunt - B	0	0	0	14	Children 0-5	Y	Self Directed	14
7/1-31/2024	Scavenger Hunt - GH	0	0	0	25	Children 0-5	Y	Self Directed	25
7/1-31/2024	Scavenger Hunt - M	0	0	0	40	Children 0-5	Y	Self Directed	40
7/1-31/2024	Scavenger Hunt - R	0	0	0	30	Children 0-5	Y	Self Directed	30
7/1-31/2024	Scavenger Hunt - SB	6	0	5	0	Children 0-5	Y	Self Directed	11
7/1-31/2024	Scavenger Hunt - W	9	0	5	0	Children 0-5	Y	Self Directed	14

DATE	NAME OF PROGRAM	Juvenile	YA	Adult	Gen Int	IPLAR Age Grp	Passive Y/N?	IPLAR Prog Type	All Att by Prog
<b>CHILDREN'S OUTREACH</b>									
7/15/2024	Once Upon a Time Story Time	8	0	2	0	Children 0-5	N	Sync Off-Site	10
7/22/2024	Little Oaks School Aged- STEM	16	0	4	0	Children 6-11	N	Sync Off-Site	20
7/23/2024	Little Oaks Preschool Class Visit	35	0	4	0	Children 0-5	N	Sync Off-Site	39
7/1-31/2024	Take & Make Kits	0	0	0	153	Children 0-5	Y	Self Directed	153
									0
<b>RECURRING PROGRAMS</b>									
7/1/2024	Spring Bay Bookies	0	0	11	0	Adults 19+	N	Sync On-Site	11
7/2/2024	LEGO Club - M	0	0	0	0	Children 6-11	Y	Self Directed	0
7/2/2024	The Papercrafter's Workshop	0	0	3	0	Adults 19+	Y	Sync On-Site	3
7/3/2024	Knit & Stitch Group	0	0	6	0	Adults 19+	Y	Sync On-Site	6
7/3/2024	Wits Workout	0	0	0	0	Adults 19+	N	Sync On-Site	0
7/6/2024	LEGO Club - R	0	0	0	0	Children 6-11	Y	Self Directed	0
7/9/2024	Book Buzz Book Club	0	0	0	12	Adults 19+	N	Sync On-Site	12
7/9/2024	LEGO Club - M	5	0	2	0	Children 6-11	Y	Self Directed	7
7/10/2024	Knit & Stitch Group	0	0	10	0	Adults 19+	Y	Sync On-Site	10
7/11/2024	LEGO Club - W	0	0	0	0	Children 6-11	Y	Self Directed	0
7/11/2024	Popcorn Night	2	0	12	0	Gen Int	Y	Sync On-Site	14
7/12/2024	How to Library: Lifelong Learning	0	0	0	0	Gen Int	N	Sync On-Site	0
7/13/2024	LEGO Club - R	0	0	0	3	Children 6-11	Y	Self Directed	3
7/13/2024	Peoria Poetry Club	0	0	17	0	Adults 19+	N	Sync On-Site	17
7/16/2024	LEGO Club - M	0	0	0	0	Children 6-11	Y	Self Directed	0
7/16/2024	The Papercrafter's Workshop	0	0	4	0	Adults 19+	Y	Sync On-Site	4
7/17/2024	Knit & Stitch Group	0	0	12	0	Adults 19+	Y	Sync On-Site	12
7/17/2024	Wits Workout	0	0	0	0	Adults 19+	N	Sync On-Site	0
7/18/2024	LEGO Club - W	0	0	0	0	Children 6-11	Y	Self Directed	0
7/20/2024	LEGO Club - R	0	0	0	0	Children 6-11	Y	Self Directed	0
7/23/2024	LEGO Club - M	1	0	1	0	Children 6-11	Y	Self Directed	2
7/24/2024	Knit & Stitch Group	0	0	9	0	Adults 19+	Y	Sync On-Site	9
7/25/2024	LEGO Club - W	0	0	0	0	Children 6-11	Y	Self Directed	0
7/27/2024	LEGO Club - R	0	0	0	0	Children 6-11	Y	Self Directed	0
7/30/2024	LEGO Club - M	3	0	0	0	Children 6-11	Y	Self Directed	3
7/31/2024	Knit & Stitch Group	0	0	6	0	Adults 19+	Y	Sync On-Site	6
									0
<b>BEANSTACK READING CHALLENGES</b>									
7/1-31/2024	1K Books Before Kindergarten	75	0	0	0	Children 0-5	Y	Self Directed	75
7/1-31/2024	2024 Annual Challenge - The Great Escape	60	16	52	0	Gen Int	Y	Self Directed	128
7/1-31/2024	2024 Summer Reading - Avid Readers	66	23	49	0	Gen Int	Y	Self Directed	138
7/1-31/2024	2024 Summer Reading - Casual Readers	154	33	63	0	Gen Int	Y	Self Directed	250
7/1-31/2024	2024 Summer Reading - RTM Readers	160	0	1	0	Children 0-5	Y	Self Directed	161

DATE	NAME OF PROGRAM	Juvenile	YA	Adult	Gen Int	IPLAR Age Grp	Passive Y/N?	IPLAR Prog Type	All Att by Prog
<b>IN-HOUSE ACTIVITIES</b>									
7/1-31/2024	Children's Computers - GH	0	0	0	186	Children 6-11	Y	Self Directed	186
7/1-31/2024	Children's Computers - M	0	0	0	125	Children 6-11	Y	Self Directed	125
7/1-31/2024	Coloring Pages	0	0	0	43	Gen Int	Y	Self Directed	43
7/1-31/2024	Jigsaw Puzzle - B	0	0	0	25	Gen Int	Y	Self Directed	25
7/1-31/2024	Jigsaw Puzzle - GH	0	0	0	0	Gen Int	Y	Self Directed	0
7/1-31/2024	Jigsaw Puzzle - SB	0	0	0	15	Gen Int	Y	Self Directed	15
7/1-31/2024	Jigsaw Puzzle - W	0	0	0	25	Gen Int	Y	Self Directed	25
7/1-31/2024	LEGO - Benson	0	0	0	30	Gen Int	Y	Self Directed	30
7/1-31/2024	Play Space - GH Train Table	0	0	0	171	Children 0-5	Y	Self Directed	171
7/1-31/2024	Play Space - M - Kitchen	0	0	0	327	Children 0-5	Y	Self Directed	327
7/1-31/2024	Play Space - R - Kitchen	0	0	0	105	Children 6-11	Y	Self Directed	105
7/1-31/2024	Play Table - M - Game Table	0	0	0	275	Children 6-11	Y	Self Directed	275
7/1-31/2024	Play Table - R - Light Table	0	0	0	106	Children 6-11	Y	Self Directed	106
7/1-31/2024	Take & Make Kits - B	0	0	0	6	Children 0-5	Y	Self Directed	6
7/1-31/2024	Take & Make Kits - GH	0	0	0	54	Children 0-5	Y	Self Directed	54
7/1-31/2024	Take & Make Kits - M	0	0	0	112	Children 0-5	Y	Self Directed	112
7/1-31/2024	Take & Make Kits - R	0	0	0	22	Children 0-5	Y	Self Directed	22
7/1-31/2024	Take & Make Kits - SB	0	0	0	8	Children 0-5	Y	Self Directed	8
7/1-31/2024	Take & Make Kits - W	0	0	0	5	Children 0-5	Y	Self Directed	5
<b>EMAIL NEWSLETTER</b>									
7/2/2024	Newsletter #255	0	0	0	4393	Gen Int	Y	Asyn Virtual	4393
7/3/2024	Newsletter #255	0	0	0	126	Gen Int	Y	Asyn Virtual	126
7/9/2024	Newsletter #256	0	0	0	4503	Gen Int	Y	Asyn Virtual	4503
7/12/2024	Newsletter #256	0	0	0	1	Gen Int	Y	Asyn Virtual	1
7/16/2024	Newsletter #257	0	0	0	4499	Gen Int	Y	Asyn Virtual	4499
7/23/2024	Newsletter #258	0	0	0	4494	Gen Int	Y	Asyn Virtual	4494
7/30/2024	Newsletter #259	0	0	0	4488	Gen Int	Y	Asyn Virtual	4488



## **EBSCO Resources**

### **Provided Through the Office of the Secretary of State/Illinois State Library**

#### **(alphabetic order)**

- **Academic Search Elite**  
Designed for academic institutions. Comprehensive, multi-disciplinary resource of scholarly research. Coverage on a wide range of topics. Includes peer-reviewed full text resources for subjects such as adult education, higher education, public health, and more.
- **AGRICOLA**  
From the National Agricultural Library. Contains citations about all aspects of agriculture and related fields. Includes: journal articles, monographs, proceedings, theses, patents, translations, audiovisual materials, computer software, and technical reports.
- **Alt HealthWatch**  
Provides information on complementary, holistic, and integrated approaches to healthcare and wellness. Sources include journals (some peer-reviewed) and reports.
- **Auto Repair Source**  
Repair information and schedules, diagrams, parts and labor estimates, service alerts, and recalls. Covers thousands of domestic and imported vehicles.
- **Biography Reference Source**  
More than 390,000 biographies. Includes complete full text run of *Biography Today* and *Biography Magazine* as well as thousands of narrative biographies.
- **The Biography Reference eBook Collection**  
A companion to the Biography Reference Source database, this encompasses a rich selection of biographic titles, covering popular and important figures in business, film, history, music, politics, sports and more.
- **Book Collection: Nonfiction**  
Designed for public libraries, thousands of books cover core subject areas as well as information on careers, health, sports, adventure, technology, life skills and more.
- **Business Source Elite**  
This database provides full-text coverage of top business, management and economics journals and periodicals. These valuable publications cover topics such as accounting, banking, finance, international business, marketing, sales and more.
- **EBSCO eBooks Business Subscription Collection**  
Equip students and faculty with access to thousands of e-books dedicated to the study of business.

- **EBSCO eBooks Cricket Media Subscription Collection**  
Build strong literacy skills in students from pre-K to 8th grade by offering digital access to award-winning, short-form fiction and nonfiction titles.
- **EBSCO eBooks High School Subscription Collection**  
Give students, educators, and administrators on-the-go access to popular e-books. This robust collection includes a selection of classic literary works, important historical documents, and general reference materials.
- **EBSCO eBooks K-5 Subscription Collection**  
This e-book collection supports a quality learning experience for K-8 students across all subject areas taught in elementary and middle schools.
- **EBSCO eBooks 6-8 Subscription Collection**  
This e-book collection supports a quality learning experience for K-8 students across all subject areas taught in elementary and middle schools.
- **EBSCO eBooks Public Library Subscription Collection**  
Access to high-quality e-books covering a wide range of topics such as self-help, fitness, games, hobbies, and cooking. This general reference e-book collection features titles for both adults and juveniles.
- **ERIC: Education Resources Information Center**  
Index of journal articles, books, theses, curriculum guides, conference papers, standards, and guidelines on a wide range of education topics. Sponsored by the Institute of Education Sciences of the U.S. Department of Education.
- **Ethnic Diversity Source**  
This full-text database is a dedicated resource covering the culture, traditions, social treatment and lived experiences of different ethnic groups in America.
- **EBSCO eBooks Diversity & Ethnic Studies Subscription Collection**  
This groundbreaking collection includes over 6,000 high-quality e-books on the topic of diversity, equity, and inclusion.
- **Health Source: Consumer Edition**  
Subjects include fitness, nutrition, diabetes, aging, women's health, children's health, and more. Information comes from magazines, books, Clinical Reference System reports, and pamphlets.

- **Health Source: Nursing/Academic Edition**  
 Provides researchers, allied health professionals, nurses, and medical educators access to scholarly journals on many medical disciplines. Provides indexing, abstracts, and full text for hundreds of nursing and allied health journals, many of which are peer reviewed.
- **History Reference Source**  
 Covering topics in U.S. and world history from the earliest civilizations through the 21<sup>st</sup> century, this database contains full-text journals, magazines, reference books and thousands of primary source documents.
- **History Reference eBook Subscription**  
 A companion to the History Reference Source database, this contains a rich selection of historical titles, covering global topics from the ancient world through today.
- **Hobbies & Crafts Source**  
 Subject areas include arts & crafts; games & electronics; models; needlework; outdoors & nature; and scrapbooking & paper craft.
- **Home Improvement Source**  
 Includes maintenance, remodeling, electrical work, plumbing, wood projects, outdoor improvements, decorating, home & garden, etc. Includes more than 130 reference books.
- **LearningExpress Computer Skills Center**  
 Help patrons and students learn the fundamentals of computers, the internet and popular software applications a user-friendly e-learning platform that contains more than 100 self-paced video tutorials.
- **LearningExpress Job and Career Accelerator Center**  
 Gives job seekers the tools they need to explore careers, find open positions, apply for jobs, and get hired. Find information on careers, interest assessments to match individuals with ideal career paths, and tools to create professional resumes and cover letters.
- **LearningExpress Library Complete**  
 Supports those looking to improve core academic skills, pass a high school equivalency test, prepare for college, explore careers, join the military, study for occupational certification tests, become a U.S. citizen and much more. Contains practice tests, interactive tutorials, e-books, articles, and flashcards.
- **LearningExpress PrepSTEP Academic**  
 Resources designed to support success in higher education and preparation for today's workforce. PrepSTEP Academic is packed with tutorials, practice tests, e-books and high-stakes test preparation for self-guided skill building, career preparation and workforce readiness.

- **LearningExpress PrepSTEP High School**  
Provides online access to a unique and extensive collection of academic, college preparation and career-related tutorials, practice tests, articles, e-books, and flashcards. It includes tools for academic skill-building, college and career exploration, college admissions test preparation, military exploration and preparation, workplace skills development and more.
- **Legal Information Source**  
Thousands of legal forms by topic including Bankruptcy, Divorce, Name Changes, Wills & Estate Planning and more. Most of the full text legal reference books provided through NOLO.
- **Legal Source**  
A scholarly resource of current issues, studies, and trends of the legal world. For attorneys, educators, businesspeople, law librarians, students, and paralegals.
- **LGBTQ+ Source**  
LGBTQ+ Source is the definitive database for LGBTQ+ studies. It provides scholarly and popular LGBTQ+ publications in full text, plus historically important primary sources, including monographs, magazines, newspapers, and videos. It also includes a specialized LGBTQ+ thesaurus containing thousands of terms.
- **Library & Information Science Source**  
Journals and periodicals that help librarians and researchers keep pace with the latest trends in the field.
- **Literary Reference Source**  
Full-text literary database covering all genres and time periods. It includes thousands of synopses, critical essays, book reviews, literary journals, and author biographies, plus full-text classic novels, short stories, and poems.
- **Literary Reference eBook Subscription**  
Contains a broad range of literary-related subjects with selections including literary criticism, study guides, and classics such as *Emma*, *Dracula*, and *Frankenstein*.
- **MAS Complete**  
Designed for high school libraries and offers coverage of popular high school magazines and reference books. Wide range of subjects offered including art, history, sports, and music. Over 1,000,000 photos, maps, and flags. Full text magazines include *Discover*, *US News & World Report*, *Scientific American*, and more.
- **MAS Reference eBook Subscription**  
This encompasses a rich selection of titles covering a broad range of general reference subjects, including biography, careers, language arts, literature, government, math, science, current events, and social-emotional health.

- **MasterFILE Complete**  
 Broad collection of popular full-text magazines and reference books. Magazines include *People*, *Better Homes and Gardens*, *TIME*, and *Newsweek*. Covers subjects including business, health, education, fitness, sports and leisure, personal finance, general science, multicultural issues, DIY, and fashion. Also includes photos, maps, and flags.
- **MasterFILE Reference eBook Collection**  
 Contains reference books covering a broad range of general reference subjects, including biography, history, architecture, literature, cooking, health and wellness, science, self-help, religion, current events, sports, travel and more.
- **Middle Search**  
 Magazines and reference books for middle school students. Includes thousands of biographies and primary source documents. Subjects include history, current events, science, sports, and biographies. Also includes photos, maps, and flags.
- **Middle Search Reference eBook Subscription**  
 A broad range of general reference subject coverage for middle school students, with topics including social studies, math, history, language arts, technology, geography, culture, and science.
- **Newspaper Source Plus**  
 Includes millions of articles from newspapers, newswires, and news magazines. Offers television and radio transcripts and ongoing daily updates from popular news sources. Newspapers include *St. Louis Post-Dispatch*, *The Washington Post*, *USA Today*, and more.
- **NoveList**  
 Contains information on over 260,000 fiction and readable nonfiction titles. Features lists of award-winning books, book discussion guides, Read-a-Like recommendations, and complete series information. Also includes reader ratings and reviews. Create your own reading wish list.
- **NoveList K-8**  
 Find just the right book by subject, age, awards won, books made into movies, and much more. Read reviews and learn about the author. Create your own reading wish list. Includes tools for teachers such as Lexile levels and Common Core standards.
- **Points of View Reference Source**  
 Presents multiple sides of over 500 issues. Helps students assess and develop persuasive arguments and essays, better understand controversial issues, and develop analytical thinking skills.

- **Primary Search**  
 For elementary school libraries. Content from children’s magazines, easy-to-read encyclopedia entries, and images. Students can learn about animals, musicians, fitness, space exploration, and much more.
- **Primary Search Reference eBook Subscription**  
 A range of general reference subject coverage for primary school students, with topics like social studies, history, language arts, geography, culture, math, and science.
- **Professional Development Collection**  
 Specialized information for librarians, teachers, and education researchers.
- **Psychology and Behavioral Sciences Collection**  
 Covers a broad range of subjects in the fields of psychology, behavioral sciences, and related disciplines. For psychologists, counselors, researchers, and students.
- **Regional Business News**  
 Regional business publications for the United States and Canadian provinces from 1990. Includes newspapers, radio and television news transcripts, trade publications, magazines, and newswires.
- **Religion & Philosophy Collection**  
 Hundreds of full-text journals and magazines covering many religious and philosophical topics, including world religions, religious history, political philosophy, and philosophy of language.
- **Science Reference Source**  
 Provides full text for hundreds of science magazines, journals, reference books and high-quality videos. The database also contains science experiments, curriculum-aligned lesson plans, and a vast image collection.
- **Science Reference eBook Subscription**  
 This encompasses a rich selection of titles covering science, technology, engineering, and mathematics.
- **Small Business Source**  
 Covers all aspects of starting and operating a business. Includes information on accounting, human resources, management, marketing, tax, and more. State-specific information included.
- **Small Engine Repair Source**  
 Repair guides for small engines and routine maintenance (tune-ups, brake service, etc.). Also includes guides on extensive repairs such as engine and transmission disassembly. Coverage includes lawn mowers, motorcycles, tractors, and snowmobiles. Information on more than 25 years of engine models, with new and updated content added regularly.