

MEETING OF THE BOARD OF TRUSTEES

O'Fallon Public Library

November 14, 2016

7:00 p.m. Upstairs Small Conference Room

AGENDA

- I. Roll Call
- II. Secretary's Report
- III. Treasurer's Report
- IV. November Bills
- V. Librarian's Report
- VI. Friends of the Library
- VII. Book Discussion Group
- VIII. Public Comment
- IX. Topics for Future Consideration
- X. Unfinished Business:
 - a. Report from Committee meeting with Mayor
 - b. 2017/18 Budget Request
 - c. Kitchen Bids
 - d. Other Building Updates
- XI. New Business:
 - a. Personnel
(Executive Session: The Board may go into closed session to consider employment/appointment matters. The Library Board reserves the right to return to open session to act on matters discussed.)
 - b. Personal Committee for Director's evaluation
 - c. Increase Printing Fees
 - d. Change in December's meeting time
- XII. Adjournment

General Citizen Comments: The City of O'Fallon welcomes comments from our citizens. The Illinois Open Meetings Act provides an opportunity for citizens to speak at all committee and Board meetings. However, 5 ILCS 120/1 mandates that NO action shall be taken on matters not listed on the agenda. Please submit your name to the chairman and limit your comments so that anyone present has the opportunity to speak.

**O'Fallon Public Library
Regular Board Meeting Minutes
October 10, 2016**

President Dennis Grimmer called the meeting to order at 7:03 p.m. in the upstairs small conference room of the library. Also present were Board members Harriet Baker, Doug Distler, Linda Gruchala, Larry Morrison, Nancy Clark, Library Director Molly Scanlan and Shirley Seipp, recording secretary. Linda Kahley, Betty Reed and Suzanne Rupright were excused. Angela Simmons, a reporter from the O'Fallon Weekly was also in attendance.

Secretary's Report A motion was made by H. Baker and seconded by L. Morrison to approve the September minutes with the correction of the book club book for September. All ayes. Motion carried.

Treasurer's Report After some discussion, L. Morrison made the motion to file for audit the September Treasurer's Report. N. Clark then seconded the motion. All ayes. Motion carried.

October Bills A motion was made by H. Baker and seconded by L. Gruchala to approve payment of the presented bills. Roll call: H. Baker, aye; N. Clark, aye; D. Distler, aye; L. Morrison, aye; D. Grimmer, aye; L. Gruchala, aye. All ayes. Motion carried.

Librarian's Report Director Molly Scanlan gave an update on the progress being made with staff on professional leadership and team development. Molly will continue meeting with all of the managers on a weekly basis. There was some discussion about the reporting of IMRF and other restricted funds. Molly is going to follow up with Finance director, Sandy Evans with a legal opinion by an attorney from Ancel Glink on how these funds should be reported.

Friends of the Library H. Baker announced that a check in the amount of \$1800 was presented to the library from the Friends group. The next book sales will be held on October 22nd and 23rd, and November 5th and 6th.

Book Discussion Group October's book is *The girls of Atomic City*, by Denise Kiernan. The group meets the fourth Monday of the month at 7:00 p.m. at the library. Molly's book club is reading *The Sound of Gravel*, by Ruth Warner.

Public Comment Our guest, Angela Simmons wanted to let the board know that her family loves the library even more since the renovation. She especially likes the fact that they can order items from other libraries.

Building Updates The staff break room needs more storage cabinets and including new cabinets to replace ones that are falling apart, a new sink, counter, storage space above the refrigerators, and two extra set of cabinets. A motion was made by L. Morrison and seconded by H. Baker to proceed with this project using Bill Horstman with the provision that the cost not exceed \$5000. All ayes. Motion carried. A motion was also made to get a mechanical engineer to consider the HVAC needs for the children's activity room and other smaller repairs on the roof and to contract Taylor Roofing for a quote on roof repairs. The motion was made by L. Gruchala and was seconded by N. Clark. All ayes. Motion carried.

Unfinished Business We are still waiting for the final quote for the parking lot resurfacing and adding parking bumpers and new signage. The work will be done by Christ Brothers and Jeff Taylor will advise us when they are available to do the work with as much lead time as possible.

There was a discussion concerning the possible shortfall of around \$150,000 due to using special reserve funds for a new parking lot and building improvements this FY. Special reserve funds were also needed to be used last year for the building renovation. The Library needs more staff and money for programs since the Library's use continues to grow yet our property taxes have basically remained flat over the last six years. Staff benefits have been cut and at the current rate we will still be in the red next year. D. Distler volunteered to speak to the mayor and set up a meeting with the mayor this month for himself, Dennis Grimmer, and the Library Director to discuss our financial needs for the future.

New Business A motion was made by H. Baker and seconded by L. Morrison to hire Adam Powers and Amelia O'Neal as temporary, part time employees. The vote was unanimous...Ayes 6, Nays 0.

The meeting went to executive session at 8:04pm when the motion to do so was made by N. Clark and seconded by L. Morrison to discuss personnel matters. All ayes. Motion carried. At 8:10pm a motion was made by L. Morrison and seconded by H. Baker to come out of executive session. All ayes. Motion carried.

Adjournment There being no further business, the meeting was adjourned at 8:14 p.m.
Respectfully Submitted,

Shirley Seipp
Recording Secretary

Approved by O'Fallon Public Library Board Action

Nancy K. Clark, Secretary



1. Building Issues:

Gave envelope report to Taylor Roofing. They completed the the main part of sealing and replacing flashing in the report today at a cost of \$5,663.00 and had them cover the vent where the stove used to be since water comes in that now since water comes in that now since we don't have a stove anymore and we will watch for leaking of air or water. In the future, they will place a rubberized roofing material over the area to complete the recommendation that we sloop the roof to prevent pooling of water on the roof. That will cost \$7,331. I don't have an exact time frame on that.

Spoke with Any Rein from Bric last week about sending a mechanical engineer to consider how to add heat to the children's activity room and a proposal for replacing the HVAC units. I sent him the report and of course have not heard back from him so will contact him on Monday so I will have an update for the meeting.

Dave Frost did come out and limb some trees, spray for weeds, and replaced "Marilyn's Gardens with rocks and shrubs. Looks much better. Have had some positive comments. I called if I should water them because I saw a brown leaf and he said that is what that kind of shrub did and he checked on them earlier and will check again on Monday. He was traveling somewhere up north and we got cut off. So, I will keep my hands off them.

The parking lot has been completed. Talked to Aaron Christ and they still need to come and install the parking bumpers and signage. I had also asked them to take away the handicapped spot in front of the staff entrance which they didn't and they will fix that also. Per zoning we have enough handicapped parking without it and it will allow for deliveries and getting the book cart through the door. They should be doing that sometime in the next week or so. If not I will call him.

Had to call Kone about when the elevator was going to be inspected again and despite the service person who put in the ladder assuring me he would take care of setting it up when I asked him several times are you sure you are really going to do that and then nobody ever came. Of course, they had no record of it so I sent her the requested information and asked that she call me when they plan to come out and do the inspection again. I haven't heard from her so will call her again Monday.

Have a call into Von Alst who did the EFIS painting about painting the low side of the front of the building where it was patched and is a different color. He will not be returning until Monday.

- 2. I have some information from Ancel Glink about how to report the IMRF and SS levies so we can tell what are property taxes and what are transfers to pay for SS and IMRF which I will enclose and sent to Sandy. Doug Distler and Dennis Grimmer talked to the Mayor about raising the amount of money we receive from property taxes next year. He didn't have a problem with it but now we must meet with the Finance Committee on November 28th at 5:30. (Public Safety Building.) The Mayor stated we should levy our own SS and IMRF. I received another email from Ancel Glinck that since we are home rule it will need to be added to our corporate levy if we want to do it ourselves. Doug, Dennis, and I talked to Adam, an attorney there to clarify what we can do and we can decide at the meeting. Doug wants some of the info in a pie chart so will get it done by Monday. I just got all the needed information I requested from my managers to do it today. Walter told me they did receive the EAV numbers which are up but the number of veterans requesting an exemption from property taxes are up. I am sure I have Gulf War Syndrome according to the newsletter they send me so need to get that checked out for a disability claim.
- 3. Would like to raise the cost of B&W copies from 15 cents per page from 10 cents. It has not been changed in years and the cost of toner, upkeep of machines, staff time helping people, and paper costs have increased over the years. Most libraries charge at least that much now. Considering half of the people using our copy machines are not even residents I think that is fair. Have finally started with the new policy manual. Working on the outline.
- 4. The screen in the meeting room is shot. We had someone fix it and it didn't work so are going to close it up and get rid of the projector hanging strangely on the ceiling and go with the wall mounted projector like we have in the small conference room and children's activity room. The total cost of the project for projector, electric, running new cabling, is \$3,000. The

projector we have now doesn't work very well either so instead of putting money in to keep trying to fix these two things we are going to replace them. It will look much better also.

5. Quote from someone from LifeStyles Kitchens and Bath that Wilke sent on kitchen was \$5,485.77 for cabinets, counter and sink. Labor was \$1,695.000 for a total of \$7,280.77. They do not include any handles, knobs, or sink hardware.
6. Previous quote from HWH is now at \$4726 for cabinets, counter, sink and knobs and hardware. Labor to tear out and install was \$1,500 for a total cost of \$6,226 and includes sink installation. I will bring some samples of materials to the meeting. They were both using the same wood doors and particle board insides except HWH would be using all wood drawers and the layout of both are the same; adding two extra pantry cabinets; a cabinet where the stove was and overhead storage over both refrigerators. I don't think we will get any lower prices than these two. I have the 50% down payment checks for HWH on the bill list to get it going if you agree because it will take four weeks to get the cabinets in and would want to move the project along. If you don't agree we don't have to approve the checks since no work has been done. Already had him change the four end panels in the children's area that were backwards and just noticed to get it over with for \$150 which is a fair price to just get it done. I have enclosed documentation from both and will bring samples of materials to the meeting.
7. Dennis wants to have a Christmas Party at his home before the December Board meeting so that is why changing the meeting time is on the agenda. We do have to come back to the Library for the meeting due to the open meetings act.
8. Goals and projects for the next six months:
 New policy manual, procedure, personnel manual with updated job descriptions and hopefully add a few ones.
 New mission statement.
 Address beginning HVAC replacement.
 Start on next year's budget.
 Begin Per Capita Grant that is due in January.
9. I guess it is that time of year for my evaluation so will have the forms available at the meeting so they can be collected in December.
10. I am going on a real vacation for an entire week over Thanksgiving to visit friends in Maine. They wanted me to come in August but I couldn't get away. Probably not as much to do there now but I don't think any building projects will be going on during that week. I will be back at work on November 28th for the Finance Committee Meeting and my book club. If you need me to gather any more info for that meeting than I will have for you to have ready for the meeting on Monday let me know because I will only have until the end of next week to get anything else ready.
11. The volunteer party that includes you the board, the friends, and volunteers is Thursday, December 8th from 12pm-2pm. Invitations are going out, but if you don't get one consider yourself invited.

Meetings: Wednesday's: City Manager's meeting; meet with Michael; meet with Teri; meet with entire management staff.
Tuesday's: meet with Ryan. MEPL meeting was October 27th. Also attended the Woman's Club Trivia Night with the Library Table last Saturday night and will be stopping by Barnes and Noble on Sunday for the book fair the Children's Department is having. Just for an hour or two, not all day.

Molly Scanlan



Adult Services Monthly Report

In October we started offering basic postage supplies for purchase. This is part of an effort to change some of our "No" answers to a "Yes" for things patrons commonly ask about. We are getting ideas from all the staff on other things we can consider implementing to better meet the needs of our patrons.

We also did some community outreach by participating in a Resources Fair at Vatterott College. We were able to inform close to sixty students about everything the library has to offer. Many were shocked to learn about all the great resources we had for them and their kids.

Another accomplishment of the month was adding a Digital Skills page to our website. This page lists numerous resources to help get people off the ground with basic computer skills, be that typing, using a mouse, navigating the internet, etc. It will be a great go-to resource for staff in assisting patrons who are not yet computer savvy.

Other events of the month include:

- Updated the yearbook spine labels with Shawwna's help. They are now uniform.
- Susan attended Circulation Training at the System in Edwardsville
- Changed the stat codes for the entirety of Adult Non-Fiction collection. This will assist us in tracking usage and collection management
- Launched a new video game collection for Teens and Adults with a lot of help from Michael M., Paula and Laura P.
- Configured our Overdrive settings so that certain Advantage titles will be available to the entire consortium
- Organized the cabinets in the Community Room to make better use of that storage space and to make event prep more convenient.
- Organized and attended the October MEPL meeting
- Contributed content for the O'Fallon Weekly articles
- Webinars:
 - Aging in the 21st Century
 - Assessing the Library with Service Design
 (both were helpful in thinking about the evolution of library services and accessibility)

Ryan Johnson
Adult Services Manager



Youth Services October 2016

Americorps America Reads Tutoring

Tutors from Southern Illinois University Edwardsville are now available to tutor school age students. Those utilizing the tutoring services are mainly grade school and middle school students but we have had some high school students take advantage of the program. The tutors are paid through the Americorps *America Reads* program. We have 4 tutors - usually 2 each session.

Tutoring hours are:

Mondays - Thursdays 4 -8 PM

Saturdays 9 AM - 4 PM

Sundays 1- 4 PM

Animals at the Library

Local author, Josie Hladick, and illustrator, Mary Ann Tutka presented their book, *Follow Me to the Farm in the Forest* to over 50 people in our outdoor garden on October 8. The kids enjoyed hearing about the animals on the farm but the best part was meeting Henny Penny the chicken, Lucy the bunny, and Maggie Mae, the pygmy goat!



Cataloging

I attended the SHARE Cataloging meeting on October 11. I am making cataloging meetings and training a priority. For the next two months information on sound recordings will be presented. Several employees have received training to be able to barcode materials once the initial cataloging has been completed.

Game On!

We are offering two board game afternoons on days the schools are not in session—October 10 and November 11. Parents have asked for more activities for down times.

YS Dept. Repairs/Enhancements

- We created new signage for the slat wall shelving to better direct patron.
- We installed a new brass gift plate on the outdoor concrete bench in the children's garden and a new gift plate on the train. Both are gifts from the O'Fallon Woman's Club.

Teri Rankin

Youth Services Manager



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PUBLIC LIBRARY

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CIRCULATION SERVICES REPORT

Meetings Attended

October 6 - SHARE Executive Council - online via ZOOM. Discussed issue of offering SHARE electronic resources to non-SHARE libraries.

Staff Updates

--Lara Hesse gave birth to a baby boy, William Arthur, on October 20th. Marggie Samson began FMLA leave 11/9/16.

--New performance evaluation forms are being created to better meet the needs of the library. Staff will be rated on criteria that are more relevant to their position.

Other Updates

--Vending machine has been in place for a month now. As of 11/9/16, 520 items have been sold generating a total profit of \$162.88.

--Approximately 420 DVDs (Film & TV series) were removed from the collection due to low circulation and space constraints.

--Several circulation staff members have been trained on barcoding new materials. This will help ease the burden on Paula until we have the funds for a part-time cataloger.

--Projects in the works: Updating evaluation process, shelf allocation project, completing staff evaluations, working with Friends to rearrange book storage room

Michael King
Circulation Manager

Monthly Stats Comparisons - October 2016

Category	Current Month	Previous Month	% Change	Previous Year	% Change
Adult/Young Adult CSI	1701	1503	11.64	2589	(52.20)
Juvenile CSI	1150	1209	(5.13)	1543	(34.17)
Internet Sessions	3155	2726	13.60	2504	20.63
Wifi Data (GB)	385.69	339.96	11.86	272.97	29.23
Wifi Users	4040	3535	12.50	1733	57.10
Adult/Young Adult Prog. Att.	255	221	13.33	18	92.94
Juvenile Prog Att.	810	757	6.54	0	100.00
Website Visits	11519	11678	(1.38)	9453	17.94
Website Users	4587	5008	(9.18)	4664	(1.68)
Newsletter Signups	48	81	(68.75)	6	87.50
Newsletter Opens	577	577	0.00	322	44.19
Self-Checkout Items	15800	15981	(1.15)	7401	53.16
Self-Checkout Patrons	4661	4557	2.23	2035	56.34
Patron Count	13780	13547	1.69	11013.5	20.08
Study Room Usage	286	217	24.13	0	100.00
Volunteer Hours	72	67	6.94	32	55.56
New Library Cards – Resident	123	149	(21.14)	92	25.20
Non-Resident Cards Purchased	17	9	47.06	15	11.76
Adult Material Loaned	13618	13042	4.23	11104	18.46
Young Adult Material Loaned	1205	1241	(2.99)	896	25.64
Juvenile Material Loaned	13321	13362	(0.31)	11845	11.08
Digital Material Loaned	1820	1797	1.26	1697	6.76
Total Material Loaned	29964	29442	1.74	25542	14.76
ILL Materials Sent – Local	2178	2231	(2.43)	2557	(17.40)
ILL Materials Sent – Non-local	58	47	18.97	45	22.41
ILL Materials Received – Local	5325	5217	2.03	5160	3.10
ILL Materials Received – Non-loca	125	76	39.20	69	44.80
Total Database Usage	8778	8380.25	4.53	3521.25	59.89
Adult Material Added	325	217	33.23	84	74.15
Young Adult Material Added	53	79	(49.06)	38	28.30
Juvenile Material Added	398	244	38.69	298	25.13
Magazines Added	85	69	18.82	113	(32.94)
Total Material Added	861	609	29.27	533	38.10



O'Fallon Public Library
Material (4710) Budget
FY 16/17

October, 2016

Type	Expense per Month	Expense YTD	Budget	Unexpended YTD	% Unused	
Books (A)	\$ 3,664.35	\$ 19,801.62	\$ 41,000.00	\$ 21,198.38	52%	
Books (J)	\$ 2,605.11	\$ 9,305.20	\$ 27,000.00	\$ 17,694.80	66%	
YA	\$ 531.67	\$ 1,905.34	\$ 3,000.00	\$ 1,094.66	36%	✓
Periodicals	\$ 19.97	\$ 2,681.87	\$ 4,000.00	\$ 1,318.13	33%	✓
AV (A)	\$ 1,569.78	\$ 8,776.36	\$ 16,000.00	\$ 7,223.64	45%	✓
AV (J)	\$ 1,121.49	\$ 5,994.97	\$ 14,000.00	\$ 8,005.03	57%	
Reference	\$ -	\$ 32.83	\$ 1,000.00	\$ 967.17	97%	
Digital Resources	\$ -	\$ 34,314.62	\$ 50,000.00	\$ 15,685.38	31%	✓
Other	\$ 38.97	\$ 869.14	\$ 5,000.00	\$ 4,130.86	83%	
Totals	\$ 9,551.34	\$ 83,681.95	\$ 161,000.00	\$ 77,318.05	48.02%	

6th mo.
50%

↑ 51.98%

Budget Performance Report

Fiscal Year to Date 10/31/16
 Include Rollup Account and Rollup to Account

*Without transfer from
 Reserves & Building
 Improvement expense
 (Corp, IMF, SS Budget)*

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/Rec'd	Prior Year Total
REVENUE										
Fund 04 - Library Fund										
Department 00 - Revenues										
3000	Interest Earned-CD/other	300.00	.00	300.00	.00	.00	2,265.83	(1,965.83)	755	1,000.88
3010	Property Taxes	1,100,600.00	.00	1,100,600.00	.00	.00	894,754.21	205,845.79	81	1,039,801.56
3072	Illinois Funds Interest	100.00	.00	100.00	.00	.00	.00	100.00	0	283.86
3100	Pers Prop Replace Tax	7,000.00	.00	7,000.00	1,020.06	.00	912.58	6,087.42	13	7,583.60
3821	Special Gifts	12,000.00	.00	12,000.00	1,800.00	.00	6,900.00	5,100.00	58	11,922.07
3841	Per Capita Grant	15,400.00	.00	15,400.00	.00	.00	21,889.06	(6,489.06)	142	34,495.00
3858	Lost Materials	2,500.00	.00	2,500.00	290.15	.00	2,957.86	(457.86)	118	3,205.71
3860	Fax	3,000.00	.00	3,000.00	50.00	.00	418.25	2,581.75	14	1,704.93
3871	Fines	12,000.00	.00	12,000.00	600.97	.00	3,895.97	8,104.03	32	8,026.61
3873	Fees	3,500.00	.00	3,500.00	184.58	.00	1,401.38	2,098.62	40	1,830.48
3880	Non-Resident Cards	8,000.00	.00	8,000.00	1,135.00	.00	9,209.90	(1,209.90)	115	11,367.00
3890	Lost Cards	300.00	.00	300.00	15.00	.00	75.00	225.00	25	265.00
3891	Research Fee	.00	.00	.00	2.00	.00	14.70	(14.70)	+++	5.00
3892	Photocopier	12,000.00	.00	12,000.00	1,293.70	.00	7,291.27	4,708.73	61	13,190.85
3897	Electronics Rental	.00	.00	.00	.10	.00	17.10	(17.10)	+++	189.56
Department 00 - Revenues Totals		\$1,176,700.00	\$0.00	\$1,176,700.00	\$6,391.56	\$0.00	\$952,003.11	\$224,696.89	81%	\$1,134,872.11
REVENUE TOTALS		\$1,176,700.00	\$0.00	\$1,176,700.00	\$6,391.56	\$0.00	\$952,003.11	\$224,696.89	81%	\$1,134,872.11
EXPENSE										
Department 01 - Expenses										
4000	Salaries	301,530.00	.00	301,530.00	22,997.78	.00	138,116.94	163,413.06	46	295,070.78
4001	Part Time Salaries	269,000.00	.00	269,000.00	17,502.25	.00	107,834.66	161,165.34	40	220,152.29
4012	Social Security	44,000.00	.00	44,000.00	.00	.00	.00	44,000.00	0	37,990.42
4020	Pension	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	40,981.57
4030	Hospitalization Insurance	51,545.00	.00	51,545.00	3,921.01	.00	27,251.90	24,293.10	53	49,218.42
4031	Dental Insurance	3,135.00	.00	3,135.00	246.50	.00	1,464.70	1,670.30	47	2,886.76
4032	Life Insurance	300.00	.00	300.00	24.72	.00	148.32	151.68	49	296.64
4060	Unemployment Compensation	2,655.00	.00	2,655.00	.00	.00	.00	2,655.00	0	3,792.48
4100	Maintenance Bldgs	45,000.00	.00	45,000.00	3,964.22	.00	22,017.51	22,982.49	49	54,315.05
4120	Maintenance Equipment	9,540.00	.00	9,540.00	368.16	.00	4,869.71	4,670.29	51	13,773.37
4150	Maintenance Grounds	9,000.00	.00	9,000.00	445.00	.00	2,865.00	6,135.00	32	8,008.50
4210	Workmens Comp Insurance	4,010.00	.00	4,010.00	.00	.00	31.21	3,978.79	1	2,033.06
4220	General Insurance	21,730.00	.00	21,730.00	.00	.00	.00	21,730.00	0	19,752.43
4230	Telephone	4,000.00	.00	4,000.00	76.28	.00	1,463.12	2,536.88	37	7,124.84
4260	Utilities	29,000.00	.00	29,000.00	3,753.73	.00	18,480.25	10,519.75	64	28,706.97
4290	Travel Expense	3,000.00	.00	3,000.00	104.05	.00	475.34	2,524.66	16	5,543.91
4320	Training	3,000.00	.00	3,000.00	.00	.00	2,800.00	200.00	93	1,125.74
4330	Postage	4,000.00	(150.00)	3,850.00	198.37	.00	897.35	2,952.65	23	2,922.82
4340	Computer Services	33,700.00	.00	33,700.00	2,746.99	.00	18,968.07	14,731.93	56	31,589.99



Budget Performance Report

Fiscal Year to Date 10/31/16
 Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 04 - Library Fund										
EXPENSE										
Department 01 - Expenses										
4345	IT Support/Services	.00	.00	.00	.00	.00	16.53	(16.53)	+++	3,249.18
4350	Printing & Publishing	1,165.00	.00	1,165.00	.00	.00	485.61	679.39	42	2,059.96
4360	Accounting Services	5,000.00	.00	5,000.00	888.00	.00	2,664.00	2,336.00	53	4,526.10
4380	Legal Services	800.00	.00	800.00	.00	.00	60.00	740.00	8	722.50
4390	Professional Service	4,000.00	.00	4,000.00	175.00	.00	1,034.90	2,965.10	26	7,486.69
4412	Furnishings	1,500.00	.00	1,500.00	.00	.00	280.00	1,220.00	19	330.69
4416	Dues	1,000.00	.00	1,000.00	.00	.00	25.00	975.00	2	840.00
4460	Special Event Program/sup	20,000.00	.00	20,000.00	960.27	.00	11,198.03	8,801.97	56	21,189.40
4580	Contingencies	505.00	.00	505.00	.00	.00	.00	505.00	0	.00
4640	Computer Supplies	1,000.00	.00	1,000.00	.00	.00	111.78	888.22	11	1,234.59
4650	Office Supplies	15,000.00	.00	15,000.00	1,164.98	.00	9,276.29	5,723.71	62	19,031.83
4655	Equipment- Non-capital	2,000.00	.00	2,000.00	344.07	.00	2,118.76	(118.76)	106	1,903.37
4670	Maintenance Supplies	3,000.00	.00	3,000.00	120.39	.00	1,626.82	1,373.18	54	720.56
4680	Operating Supplies	4,000.00	.00	4,000.00	185.48	.00	3,317.29	682.71	83	7,493.23
4710	Publications	161,000.00	.00	161,000.00	9,551.34	.00	83,572.34	77,427.66	52	128,777.83
4795	Transfer for IT Allocation	25,285.00	.00	25,285.00	.00	.00	.00	25,285.00	0	.00
4810	Buildings	.00	.00	.00	.00	.00	.00	.00	+++	1,234,477.08
4858	Vending Mach Recpts/Dish	.00	.00	.00	(86.00)	.00	(86.00)	86.00	+++	.00
4954	Equipment Lease Payment	.00	.00	.00	.00	.00	.00	.00	+++	9,135.95
4955	Loan payment-principal	.00	150.00	150.00	.00	.00	64.34	85.66	43	173.84
5000	Interest - Loans	.00	.00	.00	.00	.00	13.94	(13.94)	+++	42.89
Department 01 - Expenses Totals		\$1,133,400.00	\$0.00	\$1,133,400.00	\$69,652.59	\$0.00	\$463,463.71	\$669,936.29	41%	\$2,268,681.73
EXPENSE TOTALS		\$1,133,400.00	\$0.00	\$1,133,400.00	\$69,652.59	\$0.00	\$463,463.71	\$669,936.29	41%	\$2,268,681.73
Fund 04 - Library Fund Totals										
REVENUE TOTALS		1,176,700.00	.00	1,176,700.00	6,391.56	.00	952,003.11	224,696.89	81	1,134,872.11
EXPENSE TOTALS		1,133,400.00	.00	1,133,400.00	69,652.59	.00	463,463.71	669,936.29	41	2,268,681.73
Fund 04 - Library Fund Totals		\$43,300.00	\$0.00	\$43,300.00	(\$63,261.03)	\$0.00	\$488,539.40	(\$445,239.40)		(\$1,133,809.62)
Grand Totals										
REVENUE TOTALS		1,176,700.00	.00	1,176,700.00	6,391.56	.00	952,003.11	224,696.89	81	1,134,872.11
EXPENSE TOTALS		1,133,400.00	.00	1,133,400.00	69,652.59	.00	463,463.71	669,936.29	41	2,268,681.73
Grand Totals		\$43,300.00	\$0.00	\$43,300.00	(\$63,261.03)	\$0.00	\$488,539.40	(\$445,239.40)		(\$1,133,809.62)



Budget Performance Report

Fiscal Year to Date 10/31/16
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
REVENUE										
Fund 04 - Library Fund										
Department 00 - Revenues										
3000	Interest Earned-CD/other	300.00	.00	300.00	.00	.00	2,265.83	(1,965.83)	755	1,000.88
3010	Property Taxes	1,100,600.00	.00	1,100,600.00	.00	.00	894,754.21	205,845.79	81	1,039,801.56
3072	Illinois Funds Interest	100.00	.00	100.00	.00	.00	.00	100.00	0	283.86
3100	Pers Prop Replace Tax	7,000.00	.00	7,000.00	1,020.06	.00	912.58	6,087.42	13	7,583.60
3821	Special Gifts	12,000.00	.00	12,000.00	1,800.00	.00	6,900.00	5,100.00	58	11,922.07
3841	Per Capita Grant	15,400.00	.00	15,400.00	.00	.00	21,889.06	(6,489.06)	142	34,495.00
3858	Lost Materials	2,500.00	.00	2,500.00	290.15	.00	2,957.86	(457.86)	118	3,205.71
3860	Fax	3,000.00	.00	3,000.00	50.00	.00	418.25	2,581.75	14	1,704.93
3871	Fines	12,000.00	.00	12,000.00	600.97	.00	3,895.97	8,104.03	32	8,026.61
3873	Fees	3,500.00	.00	3,500.00	184.58	.00	1,401.38	2,098.62	40	1,830.48
3880	Non-Resident Cards	8,000.00	.00	8,000.00	1,135.00	.00	9,209.90	(1,209.90)	115	11,367.00
3890	Lost Cards	300.00	.00	300.00	15.00	.00	75.00	225.00	25	265.00
3891	Research Fee	.00	.00	.00	2.00	.00	14.70	(14.70)	+++	5.00
3892	Photocopier	12,000.00	.00	12,000.00	1,293.70	.00	7,291.27	4,708.73	61	13,190.85
3897	Electronics Rental	.00	.00	.00	.10	.00	17.10	(17.10)	+++	189.56
3948	Transfer from Reserves	106,700.00	.00	106,700.00	.00	.00	.00	106,700.00	0	.00
Department 00 - Revenues Totals		\$1,283,400.00	\$0.00	\$1,283,400.00	\$6,391.56	\$0.00	\$952,003.11	\$331,396.89	74%	\$1,134,872.11
REVENUE TOTALS		\$1,283,400.00	\$0.00	\$1,283,400.00	\$6,391.56	\$0.00	\$952,003.11	\$331,396.89	74%	\$1,134,872.11
EXPENSE										
Department 01 - Expenses										
4000	Salaries	301,530.00	.00	301,530.00	22,997.78	.00	138,116.94	163,413.06	46	295,070.78
4001	Part Time Salaries	269,000.00	.00	269,000.00	17,502.25	.00	107,834.66	161,165.34	40	220,152.29
4012	Social Security	44,000.00	.00	44,000.00	.00	.00	.00	44,000.00	0	37,990.47
4020	Pension	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	40,981.57
4030	Hospitalization Insurance	51,545.00	.00	51,545.00	3,921.01	.00	27,251.90	24,293.10	53	49,218.42
4031	Dental Insurance	3,135.00	.00	3,135.00	246.50	.00	1,464.70	1,670.30	47	2,886.76
4032	Life Insurance	300.00	.00	300.00	24.72	.00	148.32	151.68	49	296.64
4060	Unemployment Compensation	2,655.00	.00	2,655.00	.00	.00	.00	2,655.00	0	3,792.48
4100	Maintenance Bldgs	45,000.00	.00	45,000.00	3,964.22	.00	22,017.51	22,982.49	49	54,315.05
4120	Maintenance Equipment	9,540.00	.00	9,540.00	368.16	.00	4,869.71	4,670.29	51	13,773.37
4150	Maintenance Grounds	9,000.00	.00	9,000.00	445.00	.00	2,865.00	6,135.00	32	8,008.50
4210	Workmens Comp Insurance	4,010.00	.00	4,010.00	.00	.00	31.21	3,978.79	1	2,033.06
4220	General Insurance	21,730.00	.00	21,730.00	.00	.00	.00	21,730.00	0	19,752.43
4230	Telephone	4,000.00	.00	4,000.00	76.28	.00	1,463.12	2,536.88	37	7,124.84
4260	Utilities	29,000.00	.00	29,000.00	3,753.73	.00	18,480.25	10,519.75	64	28,706.97
4290	Travel Expense	3,000.00	.00	3,000.00	104.05	.00	475.34	2,524.66	16	5,543.91
4320	Training	3,000.00	.00	3,000.00	.00	.00	2,800.00	200.00	93	1,125.74
4330	Postage	4,000.00	(150.00)	3,850.00	198.37	.00	897.35	2,952.65	23	2,922.82



Budget Performance Report

Fiscal Year to Date 10/31/16
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
EXPENSE										
Fund 04 - Library Fund										
Department 01 - Expenses										
4340	Computer Services	33,700.00	.00	33,700.00	2,746.99	.00	18,968.07	14,731.93	56	31,589.99
4345	IT Support/Services	.00	.00	.00	.00	.00	16.53	(16.53)	+++	3,249.18
4350	Printing & Publishing	1,165.00	.00	1,165.00	.00	.00	485.61	679.39	42	2,059.96
4360	Accounting Services	5,000.00	.00	5,000.00	888.00	.00	2,664.00	2,336.00	53	4,526.10
4380	Legal Services	800.00	.00	800.00	.00	.00	60.00	740.00	8	722.50
4390	Professional Service	4,000.00	.00	4,000.00	175.00	.00	1,034.90	2,965.10	26	7,486.69
4412	Furnishings	1,500.00	.00	1,500.00	.00	.00	280.00	1,220.00	19	330.69
4416	Dues	1,000.00	.00	1,000.00	.00	.00	25.00	975.00	2	840.00
4460	Special Event Program/sup	20,000.00	.00	20,000.00	960.27	.00	11,198.03	8,801.97	56	21,189.40
4580	Contingencies	505.00	.00	505.00	.00	.00	.00	505.00	0	.00
4640	Computer Supplies	1,000.00	.00	1,000.00	.00	.00	111.78	888.22	11	1,234.59
4650	Office Supplies	15,000.00	.00	15,000.00	1,164.98	.00	9,276.29	5,723.71	62	19,031.83
4655	Equipment- Non-capital	2,000.00	.00	2,000.00	344.07	.00	2,118.76	(118.76)	106	1,903.37
4670	Maintenance Supplies	3,000.00	.00	3,000.00	120.39	.00	1,626.82	1,373.18	54	720.56
4680	Operating Supplies	4,000.00	.00	4,000.00	185.48	.00	3,317.29	682.71	83	7,493.23
4710	Publications	161,000.00	.00	161,000.00	9,551.34	.00	83,572.34	77,427.66	52	128,777.83
4795	Transfer for IT Allocation	25,285.00	.00	25,285.00	.00	.00	.00	25,285.00	0	.00
4810	Buildings	.00	.00	.00	.00	.00	.00	.00	+++	1,234,477.08
4858	Vending Mach Recpts/Dish	.00	.00	.00	(86.00)	.00	(86.00)	86.00	+++	.00
4884	ImprovementsOtherThanBldg	150,000.00	.00	150,000.00	1,450.00	.00	4,908.00	145,092.00	3	.00
4954	Equipment Lease Payment	.00	.00	.00	.00	.00	.00	.00	+++	9,135.95
4955	Loan payment-principal	.00	150.00	150.00	.00	.00	64.34	85.66	43	173.84
5000	Interest - Loans	.00	.00	.00	.00	.00	13.94	(13.94)	+++	42.89
Department 01 - Expenses Totals		\$1,283,400.00	\$0.00	\$1,283,400.00	\$71,102.59	\$0.00	\$468,371.71	\$815,028.29	36%	\$2,268,681.73
EXPENSE TOTALS		\$1,283,400.00	\$0.00	\$1,283,400.00	\$71,102.59	\$0.00	\$468,371.71	\$815,028.29	36%	\$2,268,681.73
Fund 04 - Library Fund Totals										
Fund 04 - Library Fund Totals		1,283,400.00	.00	1,283,400.00	6,391.56	.00	952,003.11	331,396.89	74	1,134,872.11
REVENUE TOTALS		1,283,400.00	.00	1,283,400.00	71,102.59	.00	468,371.71	815,028.29	36	2,268,681.73
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	(\$64,711.03)	\$0.00	\$483,631.40	(\$483,631.40)		(\$1,133,809.62)
Grand Totals										
Grand Totals		1,283,400.00	.00	1,283,400.00	6,391.56	.00	952,003.11	331,396.89	74	1,134,872.11
REVENUE TOTALS		1,283,400.00	.00	1,283,400.00	71,102.59	.00	468,371.71	815,028.29	36	2,268,681.73
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	(\$64,711.03)	\$0.00	\$483,631.40	(\$483,631.40)		(\$1,133,809.62)

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Balance Sheet

Through 10/31/16
Detail Listing
Include Rollup Account/Rollup to Account

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Governmental Funds				
Fund Type	Special Revenue Fund				
Fund	74 - Ohlendorf Bequest				
ASSETS					
1041	Accrued Interest	8,913.20	8,913.20	.00	.00
1212	Investments-First Bank	2,466,998.55	2,466,998.55	.00	.00
1299	Market Value Adjustment	328,065.16	328,065.16	.00	.00
	ASSETS TOTALS	\$2,803,976.91	\$2,803,976.91	\$0.00	0.00%
FUND EQUITY					
2800	Fund Balance	2,803,976.91	2,803,976.91	.00	.00
	FUND EQUITY TOTALS Prior to Current Year Changes	\$2,803,976.91	\$2,803,976.91	\$0.00	0.00%
	Prior Year Fund Equity Adjustment	.00			
	Fund Revenues	.00			
	Fund Expenses	.00			
	FUND EQUITY TOTALS	\$2,803,976.91	\$2,803,976.91	\$0.00	0.00%
LIABILITIES AND FUND EQUITY TOTALS					
Fund	74 - Ohlendorf Bequest Totals	\$2,803,976.91	\$2,803,976.91	\$0.00	0.00%
Fund Type	Special Revenue Fund Totals	\$0.00	\$0.00	\$0.00	+++
Fund Category	Governmental Funds Totals	\$0.00	\$0.00	\$0.00	+++
	Grand Totals	\$0.00	\$0.00	\$0.00	+++



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Without Waiver from Reserve's Revenue
and with bonding improvement
expense

Budget Performance Report

Fiscal Year to Date 10/31/16
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
REVENUE										
Fund 04 - Library Fund										
Department 00 - Revenues										
3000	Interest Earned-CD/other	300.00	.00	300.00	.00	.00	2,265.83	(1,965.83)	755	1,000.88
3010	Property Taxes	1,100,600.00	.00	1,100,600.00	.00	.00	894,754.21	205,845.79	81	1,039,801.56
3072	Illinois Funds Interest	100.00	.00	100.00	.00	.00	.00	100.00	0	283.86
3100	Pers Prop Replace Tax	7,000.00	.00	7,000.00	1,020.06	.00	912.58	6,087.42	13	7,583.60
3821	Special Gifts	12,000.00	.00	12,000.00	1,800.00	.00	6,900.00	5,100.00	58	11,922.07
3841	Per Capita Grant	15,400.00	.00	15,400.00	.00	.00	21,889.06	(6,489.06)	142	34,495.00
3858	Lost Materials	2,500.00	.00	2,500.00	290.15	.00	2,957.86	(457.86)	118	3,205.71
3860	Fax	3,000.00	.00	3,000.00	50.00	.00	418.25	2,581.75	14	1,704.93
3871	Fines	12,000.00	.00	12,000.00	600.97	.00	3,895.97	8,104.03	32	8,026.61
3873	Fees	3,500.00	.00	3,500.00	184.58	.00	1,401.38	2,098.62	40	1,830.48
3880	Non-Resident Cards	8,000.00	.00	8,000.00	1,135.00	.00	9,209.90	(1,209.90)	115	11,367.00
3890	Lost Cards	300.00	.00	300.00	15.00	.00	75.00	225.00	25	265.00
3891	Research Fee	.00	.00	.00	2.00	.00	14.70	(14.70)	+++	5.00
3892	Photocopier	12,000.00	.00	12,000.00	1,293.70	.00	7,291.27	4,708.73	61	13,190.85
3897	Electronics Rental	.00	.00	.00	.10	.00	17.10	(17.10)	+++	189.56
Department 00 - Revenues Totals		\$1,176,700.00	\$0.00	\$1,176,700.00	\$6,391.56	\$0.00	\$952,003.11	\$224,696.89	81%	\$1,134,872.11
EXPENSE										
Department 01 - Expenses										
4000	Salaries	301,530.00	.00	301,530.00	22,997.78	.00	138,116.94	163,413.06	46	295,070.78
4001	Part Time Salaries	269,000.00	.00	269,000.00	17,502.25	.00	107,834.66	161,165.34	40	220,152.29
4012	Social Security	44,000.00	.00	44,000.00	.00	.00	.00	44,000.00	0	37,990.42
4020	Pension	50,000.00	.00	50,000.00	.00	.00	.00	50,000.00	0	40,981.57
4030	Hospitalization Insurance	51,545.00	.00	51,545.00	3,921.01	.00	27,251.90	24,293.10	53	49,218.42
4031	Dental Insurance	3,135.00	.00	3,135.00	246.50	.00	1,464.70	1,670.30	47	2,886.76
4032	Life Insurance	300.00	.00	300.00	24.72	.00	148.32	151.68	49	296.64
4060	Unemployment Compensation	2,655.00	.00	2,655.00	.00	.00	.00	2,655.00	0	3,792.48
4100	Maintenance Bldgs	45,000.00	.00	45,000.00	3,964.22	.00	22,017.51	22,982.49	49	54,315.05
4120	Maintenance Equipment	9,540.00	.00	9,540.00	368.16	.00	4,869.71	4,670.29	51	13,773.37
4150	Maintenance Grounds	9,000.00	.00	9,000.00	445.00	.00	2,865.00	6,135.00	32	8,008.50
4210	Workmens Comp Insurance	4,010.00	.00	4,010.00	.00	.00	31.21	3,978.79	1	2,033.06
4220	General Insurance	21,730.00	.00	21,730.00	.00	.00	.00	21,730.00	0	19,752.43
4230	Telephone	4,000.00	.00	4,000.00	76.28	.00	1,463.12	2,536.88	37	7,124.84
4260	Utilities	29,000.00	.00	29,000.00	3,753.73	.00	18,480.25	10,519.75	64	28,706.97
4290	Travel Expense	3,000.00	.00	3,000.00	104.05	.00	475.34	2,524.66	16	5,543.91
4320	Training	3,000.00	.00	3,000.00	.00	.00	2,800.00	200.00	93	1,125.74
4330	Postage	4,000.00	(150.00)	3,850.00	198.37	.00	897.35	2,952.65	23	2,922.82
4340	Computer Services	33,700.00	.00	33,700.00	2,746.99	.00	18,968.07	14,731.93	56	31,589.99
Department 01 - Expenses Totals		\$1,176,700.00	\$0.00	\$1,176,700.00	\$6,391.56	\$0.00	\$952,003.11	\$224,696.89	81%	\$1,134,872.11



Budget Performance Report

Fiscal Year to Date 10/31/16
 Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/Rec'd	Prior Year Total
Fund 04 - Library Fund										
EXPENSE										
Department 01 - Expenses										
4345	IT Support/Services	.00	.00	.00	.00	.00	16.53	(16.53)	+++	3,249.18
4350	Printing & Publishing	1,165.00	.00	1,165.00	.00	.00	485.61	679.39	42	2,059.96
4360	Accounting Services	5,000.00	.00	5,000.00	888.00	.00	2,664.00	2,336.00	53	4,526.10
4380	Legal Services	800.00	.00	800.00	.00	.00	60.00	740.00	8	722.50
4390	Professional Service	4,000.00	.00	4,000.00	175.00	.00	1,034.90	2,965.10	26	7,486.69
4412	Furnishings	1,500.00	.00	1,500.00	.00	.00	280.00	1,220.00	19	330.69
4416	Dues	1,000.00	.00	1,000.00	.00	.00	25.00	975.00	2	840.00
4460	Special Event Program/sup	20,000.00	.00	20,000.00	960.27	.00	11,198.03	8,801.97	56	21,189.40
4580	Contingencies	505.00	.00	505.00	.00	.00	.00	505.00	0	.00
4640	Computer Supplies	1,000.00	.00	1,000.00	.00	.00	111.78	888.22	11	1,234.59
4650	Office Supplies	15,000.00	.00	15,000.00	1,164.98	.00	9,276.29	5,723.71	62	19,031.83
4655	Equipment- Non-capital	2,000.00	.00	2,000.00	344.07	.00	2,118.76	(118.76)	106	1,903.37
4670	Maintenance Supplies	3,000.00	.00	3,000.00	120.39	.00	1,626.82	1,373.18	54	720.56
4680	Operating Supplies	4,000.00	.00	4,000.00	185.48	.00	3,317.29	682.71	83	7,493.23
4710	Publications	161,000.00	.00	161,000.00	9,551.34	.00	83,572.34	77,427.66	52	128,777.83
4795	Transfer for IT Allocation	25,285.00	.00	25,285.00	.00	.00	.00	25,285.00	0	.00
4810	Buildings	.00	.00	.00	.00	.00	.00	.00	+++	1,234,477.08
4858	Vending Mach Recpts/Disp	.00	.00	.00	(86.00)	.00	(86.00)	86.00	+++	.00
4884	ImprovementsOtherThanBldg	150,000.00	.00	150,000.00	1,450.00	.00	4,908.00	145,092.00	3	.00
4954	Equipment Lease Payment	.00	.00	.00	.00	.00	.00	.00	+++	9,135.95
4955	Loan payment-principal	.00	150.00	150.00	.00	.00	64.34	85.66	43	173.84
5000	Interest - Loans	.00	.00	.00	.00	.00	13.94	(13.94)	+++	42.89
Department 01 - Expenses Totals		\$1,283,400.00	\$0.00	\$1,283,400.00	\$71,102.59	\$0.00	\$468,371.71	\$815,028.29	36%	\$2,268,681.73
EXPENSE TOTALS		\$1,283,400.00	\$0.00	\$1,283,400.00	\$71,102.59	\$0.00	\$468,371.71	\$815,028.29	36%	\$2,268,681.73
Fund 04 - Library Fund Totals										
REVENUE TOTALS		1,176,700.00	.00	1,176,700.00	6,391.56	.00	952,003.11	224,696.89	81	1,134,872.11
EXPENSE TOTALS		1,283,400.00	.00	1,283,400.00	71,102.59	.00	468,371.71	815,028.29	36	2,268,681.73
Fund 04 - Library Fund Totals		(\$106,700.00)	\$0.00	(\$106,700.00)	(\$64,711.03)	\$0.00	\$483,631.40	(\$590,331.40)		(\$1,133,809.62)
Grand Totals										
REVENUE TOTALS		1,176,700.00	.00	1,176,700.00	6,391.56	.00	952,003.11	224,696.89	81	1,134,872.11
EXPENSE TOTALS		1,283,400.00	.00	1,283,400.00	71,102.59	.00	468,371.71	815,028.29	36	2,268,681.73
Grand Totals		(\$106,700.00)	\$0.00	(\$106,700.00)	(\$64,711.03)	\$0.00	\$483,631.40	(\$590,331.40)		(\$1,133,809.62)



Balance Sheet

Through 10/31/16
Detail Listing
Include Rollup Account/Rollup to Account

Account	Account Description	Current YTD Balance	Prior Year Total Actual	Net Change	Change %
Fund Category	Governmental Funds				
Fund Type	Special Revenue Fund				
Fund	04 - Library Fund				
ASSETS					
1010	Petty Cash	50.00	50.00	.00	.00
1020	Cash In Bank	96,826.66	(388,510.51)	485,337.17	124.92
1025	Illinois Funds	457,972.10	487,972.10	(30,000.00)	(6.15)
1030	Certificates of Deposit	.00	250,000.00	(250,000.00)	(100.00)
1040	Accounts Receivable	.00	4,478.78	(4,478.78)	(100.00)
1047	Reliance Bank Money Market	250,000.00	.00	250,000.00	+++
1069	Business Premium Money Market	250,000.00	250,000.00	.00	.00
1070	Taxes Receivable	1,006,909.00	1,006,909.00	.00	.00
1071	Unexpired Insurance	14,850.34	14,850.34	.00	.00
1801	Prepaid Expenses	1,466.24	1,466.24	.00	.00
	ASSETS TOTALS	\$2,078,074.34	\$1,627,215.95	\$450,858.39	27.71%
LIABILITIES AND FUND EQUITY					
LIABILITIES					
2308	Accounts Payable	536.66	13,149.39	(12,612.73)	(95.92)
2310	Accrued Wages	.00	20,160.28	(20,160.28)	(100.00)
2780	Deferred Taxes	1,006,909.00	1,006,909.00	.00	.00
	LIABILITIES TOTALS	\$1,007,445.66	\$1,040,218.67	(\$32,773.01)	(3.15%)
FUND EQUITY					
2800	Fund Balance	586,997.28	586,997.28	.00	.00
	FUND EQUITY TOTALS Prior to Current Year Changes	\$586,997.28	\$586,997.28	\$0.00	0.00%
	Prior Year Fund Equity Adjustment	.00			
	Fund Revenues	(952,003.11)			
	Fund Expenses	468,371.71			
	FUND EQUITY TOTALS	\$1,070,628.68	\$586,997.28	\$483,631.40	82.39%
	LIABILITIES AND FUND EQUITY TOTALS	\$2,078,074.34	\$1,627,215.95	\$450,858.39	27.71%
Fund Type	Special Revenue Fund Totals	\$0.00	\$0.00	\$0.00	+++
Fund Category	Governmental Funds Totals	\$0.00	\$0.00	\$0.00	+++

These are payables that accrued this year that will go with next year's budget

#1 quote kitchen

Total = \$6,226 includes handles, Sink hardware, Sink installation. References were checked & all superior. Lifetime guarantee

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Cabinets - Countertops
Doors - Kitchen Designs
Consulting

Cell 618-560-9430 Fax 618-566-3634
9 W. Green Str., Mascoutah, IL 62258

Invoice

Number 1104

Date 11/10/2016

Bill To

Molly Scalan
O'Fallon Public Library
120 Civic Plaza
O'Fallon, IL, 62269

Ship To

Molly Scalan
O'Fallon Public Library
120 Civic Plaza
O'Fallon, IL, 62269

PO Number	Terms	Customer #	Service Rep	Project
Faucet sink	50 % Dposit, Bal. on			

Description	Quantity/Hou	Price/Rate	Tax1	Amount
Faucet Kitchen pull down Nickle sgl handle	1	\$100.00		\$100.00
Drop in sink stainless steel	1	\$100.00		\$100.00

Amount Paid	\$0.00
Amount Due	\$200.00

Discount	\$0.00
Shipping Cost	\$0.00
Sub Total	\$200.00
Sales Tax 7.85% on \$0.00	\$0.00
0% on \$0.00	\$0.00
Total	\$200.00

0 - 30 days	31 - 60 days	61 - 90 days	> 90 days	Total
\$200.00	\$0.00	\$0.00	\$0.00	\$200.00

#1 quote kitchen

21

Riverbend Kitchen & Millwork, LLC

Sales Order

215 Herbert Street
Alton IL 62002

Date	S.O. No.
11/10/2016	1568

Name / Address
O'Fallon Public Library Molly Scanlan 120 Civic Plaza O'Fallon , IL 62269

Ship To
O'Fallon Public Library Molly Scanlan 120 Civic Plaza O'Fallon , IL 62269

P.O. No.	Project
Cabinets	

Item	Description	Ordered	Rate	Amount
Furn. (Cabinets/V...	Homesite Cabinetry Oak H4 Honey Oak Standard overlay	1	0.00	0.00
Furn. (Cabinets/V...	B15	1	0.00	0.00
Furn. (Cabinets/V...	B24 1B	1	0.00	0.00
Furn. (Cabinets/V...	SB36	1	0.00	0.00
Furn. (Cabinets/V...	DB18	1	0.00	0.00
Furn. (Cabinets/V...	UF3 FILLER	1	0.00	0.00
Furn. (Cabinets/V...	W3621 X 24 DEEP	1	0.00	0.00
Furn. (Cabinets/V...	W1542 L	1	0.00	0.00
Furn. (Cabinets/V...	W3027	1	0.00	0.00
Furn. (Cabinets/V...	WCMSC241236	1	0.00	0.00
Furn. (Cabinets/V...	UF342	1	0.00	0.00
Furn. (Cabinets/V...	W1842R	1	0.00	0.00
Furn. (Cabinets/V...	UT3624 X 96 AS	1	0.00	0.00
Furn. (Cabinets/V...	UT3624 X 96 AS	1	0.00	0.00
Furn. (Cabinets/V...	UF392	1	0.00	0.00
Furn. (Cabinets/V...	W3621 X 24 DEEP	1	0.00	0.00
Furn. (Cabinets/V...	W2442	1	0.00	0.00
Furn. (Cabinets/V...	BTK8	2	0.00	0.00
Countertops	Laminate postform top in granite color with sink cut out	1	400.00	400.00
Furn. (Cabinets/V...	SUBTOTAL	1	4,126.00	4,126.00
	DEPOSIT OF 50% ON TIME OF ORDER , BALANCE DUE AT TIME OF DELIVERY			
			Total	\$4,526.00

Hi quote kitchen

22

Express Kitchens and More
1211 Nassau Dr.
Edwardsville, IL 62025
618-530-2826
Your Full Service Home Improvement Company

10-10-2016

Molly Seanlan
O'Fallon Public Library
120 Civic Plaza
O'Fallon, IL 62269

We propose hereby to furnish labor - complete in accordance with the following specifications:

Remove existing cabinets and countertop. Install new cabinets per layout. We will dispose of existing material in customer provided dumpster. Install customer provide hardware.

Total Estimated Labor Cost \$1500

Add \$250 labor for crown molding

Acceptance of Proposal - the above prices, specifications, and conditions are satisfactory and are hereby accepted.

-----Date-----

Payment will be made as followed: 50% down and 50% upon completion

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#11 #1 Guate Kitchen

<https://apps.rackspace.com/versions/webmail/12.6.2-RC/popup.php?wsid=2e042636beb17f...>



#2 quote Kitchen

This is who
Wilke sent.

Total does
not include
handles OR
sink hardware

24

LIFESTYLE KITCHENS & BATHS

A Division of Wilke Window & Door Inc.
3500 Lebanon Ave. Belleville, IL 62221 (618) 624-5400
3591 Truman Rd. St.Charles MO 63301 (636) 724-8484

JOB ESTIMATE

Date: 11/07/16

DESIGNER:
John Brueggemann

O'Fallon Public Library

KraftMaid Cabinetry Grandview Maple - std stain
Kitchen cabinets per layout (handles/knobs not included)

\$5,108.39

PFND countertops with 7" deep s.s. sgl bowl sink

\$477.38

**Labor includes tear out and haul away, installation with
plumbing hook ups**

SUBTOTAL	<u>\$5,585.77</u>
TAX	\$0.00
LABOR	\$1,695.00
TOTAL	<u>\$7,280.77</u>

#2 quote Kitchen

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Note: This drawing is an artistic interpretation of the general appearance of the design. It is not meant to be an exact rendition.

2020

Designed: 11/2/2016
Printed: 11/2/2016

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First Bank
135 N. Meramec Avenue
3rd Floor
Clayton, MO 63105

O'FALLON PUBLIC LIBRARY IMA



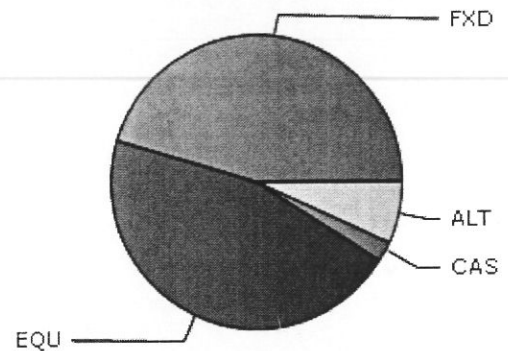
O'Fallon Public Library 120 Civic Plaza
ATTN: Molly Scanlon
120 Civic Plaza
O'Fallon, IL 62269



Account: 630004018
Report Period: From 9/1/2016 To 9/30/2016
Administrator: Cindy Bunge, (314) 889-1093, cindy.bunge@fbol.com
Investment Mgr: Carla Jackson, (314) 889-1047, carla.jackson@fbol.com
Wealth Advisor:

Portfolio Summary

	Market Value	% Portfolio	Est. Income
Alternative (ALT)	\$199,236.86	6.82 %	\$11,802.56
Cash & Equivalents (CAS)	\$64,648.04	2.21 %	\$201.00
Equity (EQU)	\$1,332,331.64	45.63 %	\$22,410.09
Fixed Income (FXD)	\$1,323,785.66	45.34 %	\$42,589.14
Total Assets	\$2,920,002.20	100.00 %	\$77,002.79
Total Account Balance	\$2,920,002.20	100.00 %	\$77,002.79
Accrued Income	\$11,886.65		



Activity Summary

	Current Period	Year To Date
Beginning Market Value	\$2,892,234.19	\$2,718,431.39
Receipts		
Contribution	\$14,759.85	\$29,519.70
Dividend	\$5,652.72	\$29,961.64
Interest Income	\$2,187.51	\$22,521.41
Other	\$0.00	\$11,248.14
Total Receipts	\$22,600.08	\$93,250.89
Disbursements		
Institution Fees	(\$1,806.76)	(\$15,498.73)
Interest Income	(\$973.75)	(\$973.75)
Other	\$0.00	(\$10,804.32)
Total Disbursements	(\$2,780.51)	(\$27,276.80)
Change in Market Value	\$7,948.44	\$135,596.72
Ending Market Value	\$2,920,002.20	\$2,920,002.20