

**Notice & Agenda – Mississippi Valley Library District  
Board of Trustees Meeting  
August 21, 2023 at 6:30 PM**

**On-Site at the Fairmont City Library, 4444 Collinsville Road, Fairmont City, IL 62201**

**Regular Monthly Board of Trustees Meeting**

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Input  
*Public comment policies as approved and included in the Board of Trustees Bylaws can be found online at <https://mvld.org/pdf/2021/MVLD%20Bylaws%20as%20of%209.20.2021.pdf>*
4. Friends of the Library Updates
5. Trustee Comments
6. Consent Items
  - a. Approval of Minutes –Regular Board Meeting of July 17, 2023
  - b. Communications
  - c. Administrative Reports
    - i. Executive Director’s Report
    - ii. Assistant Director’s Report
  - d. Finances
    - i. July 2023 Expenses by Vendor, Profit & Loss, and Funds Balances
    - ii. Gift Fund Transactions
    - iii. FY 2023 Profit & Loss Budget vs. Actual
    - iv. Profit & Loss Previous Year Comparison
  - e. Committee Reports
    - i. Finance
    - ii. Personnel
    - iii. Fundraiser
    - iv. Decennial Committee on Local Government Efficiency Act
      1. Next Meeting – October 23, 2023
7. Unfinished Business
  - a. Repairs & Updates to the Blum House (Collinsville Library Foundation)
  - b. Eagle Scout Project: Memorial Bricks by Historical Museum
  - c. Disposal of Short Street Lot
  - d. Discussion and Possible Action Regarding Legal Representation for the MVLD
  - e. Discussion and Possible Action Regarding a Grant from the Agency for Community Transit for Transportation Needs for Patrons of the MVLD
8. New Business
  - a. Decennial Committee – Appointment of Member of the Public
  - b. Designation of Whistleblower Auditing Official
  - c. Discussion and Possible Action Regarding Recipient(s) of Board Email Account’s Messages
  - d. Discussion and Possible Action Regarding Public Attendance at Board Meetings Via Online Digital Service(s)
  - e. Discussion and Possible Action Regarding Bylaws Updates

- i. Additional Reason for Board Members' Remote Attendance
  - ii. Order of Business
- f. Review of Serving Our Public 4.0 Chapter 10
- 9. Closed Session
  - a. Closed session, if necessary, for any lawful exemption pursuant to Section 2(c) of the Illinois Open Meetings Act
- 10. Action for Items Discussed in Closed Session
  - a. Action(s), if necessary, for any lawfully exempt matter discussed in closed session
- 11. Adjournment

The Mississippi Valley Library District is subject to the requirements of the Americans with Disabilities Act. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are required to contact the library administrator (618-344-1112) promptly to allow the Mississippi Valley Library District to make reasonable accommodations for those patrons.

**MINUTES of the MISSISSIPPI VALLEY LIBRARY DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING**

DATE: July 17, 2023

TIME: 6:30 PM

PLACE: Blum House, Collinsville, IL

**Call to Order**

Jeanne Lomax, President, called the meeting to order at 6:30 PM.

**Roll Call**

Trustees present:

Jeanne Lomax, President

Ginny York, Vice-President

Lisa McCormick, Secretary

Cathy Kulupka, Treasurer

Kathy Murphy, Trustee

Ana Romero-Lizana, Trustee

Mark Schusky, Trustee

Trustees absent:

Also present:

Kyla Waltermire, Executive Director

Matt Harris, Assistant Director

**Pledge of Allegiance**

**Public Input**

DeeAnna Beckham responded against trustee Ginny York's May meeting statement regarding drag queens and requested her removal from the Board.

Traci Vanek spoke regarding her concerns about the library limiting events and about keeping politics and religion out of the library.

Jim Collins supports the two previous speakers and stated the Board should not discriminate against anyone.

**Friends of the Library**

A book sale is scheduled for August 18 and 19, 2023.

**Trustee Comment**

McCormick congratulates Joanna Beauchamp on her promotion to Cataloger.

Kulupka had concerns that the Board President removed bookmarks from a library display. The bookmarks were multicolored and had the word “transform” on them and had nothing to do with transgender ideology.

Lomax said that as she has previously stated, she does not want the library pushing an agenda.

McCormick asked if a trustee can move items in the library without Board approval. Waltermire stated that for situations like rearranging the location of collections, it is library employees’ responsibility. For other matters and depending on the action, the Board could take a vote to establish guidance as a group. Individual trustees cannot make that decision on behalf of the Board.

**Consent Items**

A motion to approve Consent Items in their entirety was made by Schusky and seconded by York.

- a. Approval of Minutes – Decennial Committee Meeting of June 8, 2023 and Regular Board meeting of June 12 - No discussion or modifications.
- b. Administrative Reports  
Executive Director:
  - Waltermire stated the new van is working out very well and the library was able to get it cheaper than expected. She is currently working with the library’s Marketing Coordinator on getting quotes for wrapping the van. Initial inquiries indicate the cost will be around \$1500.
  - McCormick asked Waltermire if there were any possible grants using ADA to get the library elevator updated. Waltermire stated that there is a grant available but requires matching funds and the library doesn’t have the resources to match funds.
  - Schusky asked if the meetings were going to continue to allow Zoom attendance. Waltermire responded that the meetings are being recorded through Zoom and will continue to be posted online for the public to view afterwards. Due to security issues arising from the prior meeting, the current meeting was not open to the public via Zoom.Assistant Director:
  - Harris reached out to a local assisted living facility to promote the library’s homebound services and lead activities at the facility. He has been doing that for a few years.
  - Harris is still involved in programming until a replacement Program Coordinator is hired.
- c. Finances – Finances reviewed; no update
- d. Committee Reports

- York enquired about the status of the Decennial Committee survey. Waltermire didn't have an update on the current number of responses, but said that 2-3 paper responses were received and several online comments were filed as of a few weeks prior. The survey was made available late June and runs until July 31.
- Waltermire is currently working on filling out the Decennial Committee draft report with information she has available.

A roll call vote was taken on the motion to approve consent items:

Cathy Kulupka – Yes  
 Jeanne Lomax – Yes  
 Lisa McCormick - Yes  
 Kathy Murphy - Yes  
 Ana Romero-Lizana - Yes  
 Mark Schusky - Yes  
 Ginny York - Yes

Yes- 7, No – 0, Abstained – 0, Absent – 0

Motion carried.

#### **Unfinished Business**

- a. Repairs & Updates to the Blum House (Collinsville Library Foundation) – No update.
- b. Eagle Scout Project – Memorial Bricks by Historical Museum
  - Work is scheduled to occur the first two weekends in August. Waltermire is meeting with the Eagle Scout candidate the afternoon of 7/18/2023 to firm up details.
- c. Short Street Lot
  - Murphy toured the lot with a realtor. The realtor suggested offering the property up for sale to adjoining lot owners since the lot is so irregular.
- d. Board Committee Assignments
  - Schusky volunteered for the Personnel Committee. All trustees have been assigned to at least one committee.
- e. Discussion and Possible Action- Meeting Spaces Policy re: Library Non-Endorsement for Private Rentals.

McCormick motioned and Murphy seconded to approve the revised Meeting Spaces Policy as presented.

A roll call was taken on the motion:

Cathy Kulupka – Yes  
 Jeanne Lomax – Yes  
 Lisa McCormick - Yes  
 Kathy Murphy - Yes  
 Ana Romero-Lizana - Yes  
 Mark Schusky - Yes  
 Ginny York – Yes

Yes- 7, No – 0, Abstained – 0, Absent – 0

Motion carried.

f. Discussion and Possible Action Regarding Legal Representation for the MLVD

- Lomax believes local legal representation is important in case there is a need to attend a meeting or to represent the library in court. Local legal representation for court appearances is usually more cost effective for clients. Lomax has no confidence in current legal counsel. She asked local legal counsel John Hanson to speak at the meeting.
- Romero-Lizana felt that the current attorney is sufficient and the board does not need an attorney present for meetings. She doesn't feel the library can afford the cost.
- John Hanson of HeplerBroom LLC introduced himself and provided information about himself and the benefits of local legal representation.
- Hanson has no specific library experience but has experience with local municipalities such as Madison County Board, Madison County Transit, and provided council to most elected officials during last election cycle. He also has experience with St. Clair County. He is the current Madison County Bar President. Hanson provided the board with his proposed fees.
- McCormick requested a cost comparison before making a decision. Waltermire did not have the fee schedule for the current Lawyer available at the meeting.
- McCormick requested that a policy be created to establish procedures for contacting the lawyer in order to mitigate overuse and costly communication. Waltermire said that there have not been previous issues with trustees contacting the lawyer. McCormick expressed concern that having a local lawyer may allow for overuse.
- Schusky asked how many Illinois libraries used current legal counsel. Over 200 currently do.
- Lomax asked what the library has recently used legal counsel for. Waltermire will provide that information at the next meeting.
- Board will continue discussion once current lawyer's fees are made available to the board allowing for a cost analysis.

g. Discussion and Possible Action Regarding a Grant from the Agency for Community Transit for Transportation Needs for Patrons of the MVLVD.

- Lomax clarified with a transit official that the library is ineligible for the grant due to being a special taxing body. However, since the Friends of the Library is 501(c)(3) they can apply for the grant on behalf of the library.
- Harris is awaiting a response from the Village of Fairmont City regarding a recent transit study they completed before suggesting possible grant projects.
- Lomax has invited the Community Transit official to the next board meeting to explore possible benefits to the library.

**New Business**

- a. Selection Date, Time, and Location for Decennial Committee Meeting.

-Two more meetings are required under the state law. It was decided that the next meeting would occur before a monthly board meeting at 5:30 PM. The first choice proposed is before the Oct 23<sup>rd</sup> board meeting, the second choice is before the Nov 20<sup>th</sup> board meeting. Final decision pending availability of public committee members.

b. Discussion and Possible Action Regarding Draft Whistleblower Policy

- Illinois statute requires a whistleblower policy. While working on the Decennial Committee Report, it was found that the library did not have the required Whistleblower Policy. Waltermire immediately took action to draft the policy. The template for the policy was provided by the HR organization for which the library is a member, which Waltermire revised with information specific to the library.

McCormick motioned and Schusky seconded to approve draft Whistleblower Policy.

A roll call was taken on the motion:

Cathy Kulupka – Yes  
Jeanne Lomax – Yes  
Lisa McCormick - Yes  
Kathy Murphy - Yes  
Ana Romero-Lizana - Yes  
Mark Schusky - Yes  
Ginny York – No

Yes- 6, No – 1, Abstained – 0, Absent – 0

Motion carried.

c. Discussion and Possible Action Regarding Draft Bereavement Leave Policy

-The Library was required to update the policy due to a recently updated Illinois statute. There was a short discussion regarding the details of the update.

Kulupka motioned and Romero-Lizana seconded to approve the draft Bereavement Leave Policy.

A roll call vote was taken on the motion:

Cathy Kulupka – Yes  
Jeanne Lomax – Yes  
Lisa McCormick - Yes  
Kathy Murphy - Yes  
Ana Romero-Lizana - Yes  
Mark Schusky - Yes  
Ginny York – Yes

Yes- 7, No – 0, Abstained – 0, Absent – 0

Motion carried.

d. Adoption of Revised Freedom of Information Act Policy

McCormick motioned and Romero-Lizana seconded to approve the revised Freedom of Information Act Policy.

A roll call vote was taken on the motion:

Cathy Kulupka – Yes  
Jeanne Lomax – Yes  
Lisa McCormick - Yes  
Kathy Murphy - Yes  
Ana Romero-Lizana - Yes  
Mark Schusky - Yes  
Ginny York – Yes

Yes- 7, No – 0, Abstained – 0, Absent – 0

Motion carried.

e. Appointment of Two Trustees to Audit Secretary's Records for FY2023 Annual Report  
-Lomax appointed Schusky and York to audit the Secretary's records for FY2023.

f. Adoption of Tentative Budget and Appropriations Ordinance.

- The Budget and Appropriations Ordinance is mandated by the State and outlines a hypothetical funding and spending scenario. It is the best-case scenario for income and worst-case scenario for expenditures. The purpose of the ordinance is to authorize the library to spend up to the listed amounts for each type of expenditure.
- The difference between actual budget and best-case scenario for income is approximately \$600,000-\$700,000
- The difference between actual and worst-case scenario for expenditures is approximately \$600,000-\$700,000.
- An example on an expenditure exceeding budget was last year's electricity costs. Due to increase in energy costs, the power bill was unexpectedly higher than budgeted.
- The Budget and Appropriations Ordinance is a two-step process.
  1. Board votes on tentative approval
  2. The Board holds a public hearing about the tentative ordinance and then the Board votes again for final adoption. It is possible, although not the usual, for the ordinance's figures to change between tentative and final adoption.

Murphy motioned and York seconded to approve the Tentative Budget and Appropriations Ordinance.

A roll call vote was taken on the motion:



Cathy Kulupka – Yes  
Jeanne Lomax – Yes  
Lisa McCormick - Yes  
Kathy Murphy - Yes  
Ana Romero-Lizana - Yes  
Mark Schusky - Yes  
Ginny York – Yes

Yes- 7, No – 0, Abstained – 0, Absent – 0

Motion carried.

g. Selection of Date, Time, and Location for Budget and Appropriations Ordinance Public Hearing

-It is proposed that the public hearing will be held immediately before the September 18 Board meeting at 6:30 PM.

Romero-Lizana motioned and Kulupka seconded to approve the Budget and Appropriations Ordinance Public Hearing for 6:30 PM on September 18 at the Blum House, with the regular Board meeting to immediately follow.

A roll call vote was taken on the motion:

Cathy Kulupka – Yes  
Jeanne Lomax – Yes  
Lisa McCormick - Yes  
Kathy Murphy - Yes  
Ana Romero-Lizana - Yes  
Mark Schusky - Yes  
Ginny York – Yes

Yes-7, No – 0, Abstained – 0, Absent – 0

Motion carried.

h. Discussion and Possible Action Regarding Public Comment Immediately Prior to Meeting Adjournment.

- At the prior Board meeting there was a request from a member of the public to move public comments to end of meeting.
- Kulupka recommended keeping comments at beginning of meeting to allow emotions from previous meeting time to die down.
- Lomax expressed concern that if the comments are at the end of the meeting, then the public has no opportunity to comment on items up for vote until after the vote.
- Waltermire explained how both models have pros and cons.

- Schusky is willing to have public comments both at the beginning and end of the meeting.
- No action taken to move the Public Input section.

- i. Review of Serving Our Public 4.0 Chapter 9 – some discussion occurred regarding libraries in some communities – usually those without stable and/or widespread internet connectivity – retaining copies of local ordinances, budgets, and codes for the reference collection.

**Closed Session** – None.

### **Adjournment**

A motion was made by Romero-Lizana and seconded by Schusky to adjourn.

Cathy Kulupka – Yes  
Jeanne Lomax – Yes  
Lisa McCormick - Yes  
Kathy Murphy - Yes  
Ana Romero-Lizana - Yes  
Mark Schusky - Yes  
Ginny York – Yes

Yes- 7, No – 0, Abstained – 0, Absent – 0

Motion carried. The meeting adjourned at 8:23 PM.

# **Report for July 2023**

## **Kyla Waltermire, Executive Director**

### **Building and Grounds Updates**

- The replacement threshold plate for Collinsville's main door is ordered, as is a sturdier door and frame for Fairmont City's boiler room.
- The downed tree from last month's storms has been removed.
- Maintenance Technician Zeke Pennington unclogged a significant blockage in Collinsville's pipes that was leading to water backing up into sinks.
- Pennington replaced and repaired components for the Pan fountain.
- Three VAV units were replaced on Collinsville's children's floor. For the project, part of the ceiling in the children's women's restroom had to be cut out. Pennington has applied for a permit with the City to replace the ceiling with a drop ceiling / tile for ease of future repairs and access.

### **Circulation and Collection Updates**

- The adult nonfiction DVDs are being interfiled with the print nonfiction collection. This will free up much-needed shelf space for the TV series and feature films.
- The adult audiobook collection continues to be evaluated based on use and condition.

### **Grant Updates**

- FY2023 Per Capita Grant – The MVLD was awarded \$48,794.48 for this grant, with eligible expenses to be applied beginning July 1, 2023.
- FY2023 PNG Grant –Final reports were submitted.
- FY2024 PNG Grant – The library's application for "The Wild Blue Yonder and Beyond" was approved in the amount of \$6,474.00. Work on the grant will begin after the contracts are signed.
- FY2024 IL Reading Council Grant – The MVLD, in partnership with the Children's Dyslexia Center, received a Literacy Support grant in the amount of \$750.00.
- 2023 RBC Grant – The MVLD applied for the Regional Business Council's "It's Our Region Fund 2023 Small Change – Big Impact" grant in the amount of \$9,999.99. If awarded, the funds will be used to address several structural and aesthetic repairs to the Collinsville Library's ADA-accessible entrance. No word yet on the grant's status.
- 2023 Thinking Money for Kids Program Kits – The MVLD applied for one of these kits, which is an all-in-one kit for financial education programming for children ages 3-12. Applications close in early September.

### **Meetings, Outreach, and Professional Development**

- July 14: LIRA (liability insurance pool) membership meeting
- July 18: Met with Eagle Scout candidate re: upcoming project
- July 19: Spoke with Six Mile Regional Library District's director re: risk management/tort liability plan and eligible expenses; attended ILA committee orientation)

- July 20: Attended IHLS's Third Thursday CE and Members Matter meetings (1.0 hours CE); met with LIRA rep for an on-site assessment; attended Rep. Stuart's small business round table discussion at the Chamber of Commerce
- July 24: Assisted trustee with secretary records' audit for FY2023
- July 25: Met with AD Matt Harris re: IPLAR data/completion and review of Project Coordinator job applications
- July 26: Met w/ reps from Old Herald, City of Collinsville, and Great Rivers and Routes Tourism Bureau to begin planning April 2024 solar eclipse activities
- July 31: With AD Matt Harris, interviewed three candidates for Program Coordinator position
- The library was at the Collinsville CUSD #10's school registration event on July 25. This is our third year partnering with the school district, and with the Caseyville Public Library District, for this event.

### **Marketing and Promotions Updates**

- The cookie decorating contest's voting on social media took off like a rocket! The cookie with the most "votes" (reactions) had over 480 reactions; others received anywhere from a few dozen to a few hundred.
- Independence Day was highlighted online by a special collection through Overdrive's Libby and a puzzle giveaway, in addition to an America-themed display on Collinsville's main floor.
- Marketing efforts continued to focus on activities related to the Summer Reading Program. Now that the summer events are over, staff are evaluating participation and interest.
- Marketing Coordinator Terry Pierson is assisting with obtaining quotes for wrapping the new van with MVLD-specific branding. A draft design was created and shared with two companies.
- Pierson has also spent a lot of time trying to coordinate the replacement of a component in Collinsville's digital marquee so it will again "talk" to the software and allow the marquee to be updated. This project is almost completed.

### **Miscellaneous**

- The Illinois Public Library Annual Report is very close to completion. The ILLINET Interlibrary Loan and Reciprocal Borrowing Statistical Survey is already submitted for FY2023. Both are due by August 30.

### **Program Updates and Other Dates of Note**

- Upcoming events are on the library's event calendars. Highlights include:
  - Every Monday at 4:00 PM (Fairmont City) – Monday Fun Day. Fun, hands-on and social activities for grades K-6.
  - Every Monday and Wednesday at 12:30-3:30 PM (Fairmont City) – Kids Corner (preschool readiness)
  - Every Saturday at 1:00 PM (Collinsville) – Cross Stitching Club
  - August 31 at 6:00 PM (Collinsville) – Children and Family Storytime
  - Every Wednesday in September at 6:00 PM (Collinsville) – Tunes at Blum. Features Chris Nathan (9/6); Ten Times Zero (9/13); Funky Tea Party (9/20); and the Jeremy Drake Trio (9/27)

- September 1-20 (Collinsville) – Constitution Celebration Display. Includes display areas in the genealogy section, PRC and children's floor, as well as a drop-in craft on the children's floor.
- September 1 – October 16 (Collinsville) – Italian Fest Exhibit (main floor)
- September 2 at 2:00-4:00 PM (Collinsville) – Elephant and Piggie Party. A children's/family event featuring stories, games, activities, and crafts based on the popular Mo Willems' book series.
- September 5 at 6:00 PM (Collinsville) – Basic Computer Class
- September 6 at 7:00 PM (virtual) – The Power of Story with Colson Whitehead: An Illinois Libraries Present Event. Register at [https://bit.ly/ILP\\_ColsonWhitehead](https://bit.ly/ILP_ColsonWhitehead). Features Pulitzer Prize winning, #1 *New York Times* bestselling author Colson Whitehead.
- September 9 at 2:00-4:00 PM (Collinsville) – Book Release for Local Author M.K. Foster
- September 13 at 6:00 PM (Collinsville) – Graphic Novel Club. For grades 5-12.
- September 14 at 6:00 PM (Collinsville) – Italian Fest Film. Showing of award-winning documentary *Palio* about the oldest horse race in the world.
- September 15-16 (Collinsville) – Children's Italian-Themed Mask Craft
- The library district will be closed August 25 for all-day staff training and September 4 for Labor Day

### **Staff Updates**

- Assistant Director Matt Harris and I held three interviews for the Program Coordinator position. Reference checks for the finalists are underway.
- Interviews for the vacant Level 2 Library Clerk positions are set up August 10-22. One of the vacancies has been filled. Bee Brown begins training on August 17.
- Level 1 Library Clerk Cat Kettler submitted her resignation effective August 22.

# Statistical Summary

7/1/2023 12:00:00 AM - 7/31/2023 11:59:59 PM

## Mississippi Valley LD-Collinsville Libr (MVPP-ZED)

### Record Counts - As of 8/15/2023 8:47 AM

	Bibs w/Items	Bibs w/o Items	Authority			
Global	1,632,691	41,648	766,717			
	Bibs w/Items	Items	Items Withdrawn	Patrons	Active Staff	Active Workstations
Branch Specific	59,015	62,785	1	16,212	26	18

### Circulation Statistics

Check Outs	Borrowers	Check In	Overdue Items Checked In	Staff Overrides
8,854	1,151	6,506	1,190	0
Holds Placed	Holds Satisfied	Holds Cancelled		
2,722	2,088	343		

### Records Added and Deleted

	Bibliographic	Authority	Items	Patrons
Added by Branch	16	0	279	71
Added by Other	5,156	2,509	0	0
Deleted by Branch	2	0	621	2
Deleted by Other	21,016	2,382	0	5

### Financials

New Charges	Money Collected	Refunds	NET	Amounts Waived	Credits
\$7,268.48	\$242.99	\$0.00	\$242.99	\$3,670.57	\$0.00
Total Outstanding Fines - As of 8/15/2023 8:47 AM					\$126,495.48

### PAC Statistics

Logins	Online Registrations	Holds Placed	Holds Cancelled
2,781	4	1,942	82

# Statistical Summary

7/1/2023 12:00:00 AM - 7/31/2023 11:59:59 PM

## Mississippi Valley LD-Fairmont City Lib (FMCP-ZED)

### Record Counts - As of 8/15/2023 8:47 AM

	Bibs w/Items	Bibs w/o Items	Authority			
Global	1,632,691	41,648	766,717			
	Bibs w/Items	Items	Items Withdrawn	Patrons	Active Staff	Active Workstations
Branch Specific	16,434	16,480	0	1,662	3	9

### Circulation Statistics

Check Outs	Borrowers	Check In	Overdue Items Checked In	Staff Overrides
407	48	298	38	0
Holds Placed	Holds Satisfied	Holds Cancelled		
81	65	4		

### Records Added and Deleted

	Bibliographic	Authority	Items	Patrons
Added by Branch	0	0	43	4
Added by Other	5,172	2,509	12	0
Deleted by Branch	11	0	427	1
Deleted by Other	21,007	2,382	2	0

### Financials

New Charges	Money Collected	Refunds	NET	Amounts Waived	Credits
\$179.95	\$0.00	\$0.00	\$0.00	\$257.89	\$0.00
Total Outstanding Fines - As of 8/15/2023 8:47 AM					\$4,679.25

### PAC Statistics

Logins	Online Registrations	Holds Placed	Holds Cancelled
48	1	53	0

# Statistical Summary

7/1/2023 12:00:00 AM - 7/31/2023 11:59:59 PM

## Grand Totals

### Record Counts - As of 8/15/2023 8:47 AM

	Bibs w/Items	Bibs w/o Items	Authority			
Global	1,632,691	41,648	766,717			
	Bibs w/Items	Items	Items Withdrawn	Patrons	Active Staff	Active Workstations
Branch Specific	75,449	79,265	1	17,874	29	27

### Circulation Statistics

Check Outs	Borrowers	Check In	Overdue Items Checked In	Staff Overrides
9,261	1,191	6,804	1,228	0
Holds Placed	Holds Satisfied	Holds Cancelled		
2,803	2,153	347		

### Records Added and Deleted

	Bibliographic	Authority	Items	Patrons
Added by Branch	16	0	322	75
Added by Other	n/a	n/a	n/a	n/a
Deleted by Branch	13	0	1,048	3
Deleted by Other	n/a	n/a	n/a	n/a

### Financials

New Charges	Money Collected	Refunds	NET	Amounts Waived	Credits
\$7,448.43	\$242.99	\$0.00	\$242.99	\$3,928.46	\$0.00
Total Outstanding Fines - As of 8/15/2023 8:47 AM					\$131,174.73

### PAC Statistics

Logins	Online Registrations	Holds Placed	Holds Cancelled
2,829	5	1,995	82



<b>DATE</b>	<b>PROGRAM / EVENT / PROMOTION</b>	<b># ATTENDED</b>
July	Activity Packet	130
July	Children's Give Funny Photo Captions	2
July	Children's Coloring Page	127
June-July	Adult Summer Reading Program Signed-up(62) Completed (29)	29
June-July	Young Adult Summer Reading Program Signed-up (31) Completed (13)	13
June-July	Children's Summer Reading Program Signed-up (188) Completed (151)	151
7/1/23	Family Tie-Dye Day	52
7/1/23	Meditation Meeting	8
7/1/23	Cross Stitching Club	2
7/5/23	Baby Boogie	15
7/5/23	Metro East Every Survivor Counts	2
7/5/23	Children's Caligraphy	8
7/5/23	Teen Tech Night	10
7/5/23	Yoga Time	7
7/6/23	Kid's Braclet and Keychain Making	40
7/6/23	Writer's Workshop	2
7/7/23	Summer Steam Program	8
7/8/23	Children's Letter Writing	0
7/8/23	Meditation Meeting	12
7/8/23	Cross Stitching Club	3
7/10/23	Dance Aerobics	12
7/10/23	Teen Cuisine	6

7/10/23	How to Play Dungeons and Dragons	7
7/11/23	Morning Yoga	10
7/11/23	Preschool Storytime	17
7/11/23	Fun with Electrical Instruments	2
7/12/23	Baby Boogie	14
7/12/23	Musical Petting Zoo	31
7/12/23	Graphic Novel Club	3
7/12/23	Acoustic Jam	18
7/12/23	Yoga Time	6
7/13/23	Daytime Book Club	3
7/13/23	Lego Building Challenge Club	23
7/14/23	Children's Making Musical Instruments	12
7/14/23	Children's Splash Storytime at Collinsville Aqua Park	1
7/15/23	Meditation Meeting	10
7/15/23	Cross Stitching Club	3
7/15/23	History and Genealogy Club	8
7/17/23	Dance Aerobics	6
7/17/23	Teen Cuisine	5
7/18/23	Morning Yoga	10
7/18/23	Preschool Storytime	16
7/19/23	Baby Boogie	12
7/19/23	Children's and Family Water Sponge Fight	8
7/19/23	Game Night	6
7/19/23	Yoga Time	7
7/20/23	Children's Yoga	11

7/20/23	Book and an Appetizer Club	11
7/20/23	Bookworm's Book Club	5
7/22/23	Meditation Meeting	13
7/22/23	Cross Stitching Club	3
7/22/23	Intro to Hip Hop Dancing	15
7/24/23	Dance Aerobics	8
7/24/23	Teen Cuisine	5
7/25/23	Morning Yoga	10
7/25/23	Preschool Storytime	22
7/26/23	Baby Boogie	23
7/26/23	Evening Book Club	6
7/26/23	Yoga Time	8
7/27/23	Family Cookie Decorating Contest	32
7/29/23	Meditation Meeting	7
7/31/23	Dance Aerobics	7
<b>TOTAL</b>		<b>1063</b>
	Children Ages 0-5 Synchronous: 120 attendance, 8 events	
	Children Ages 0-5 Self-Directed: 0 attendance, 0 events	
	Children Ages 6-11 Synchronous: 161 attendance, 11 events	
	Children Ages 6-11 Self-Directed: 280 attendance, 3 events	
	Young Adults Ages 12- 18 Synchronous: 37 attendance, 7 events	
	Young Adults Ages 12-18 Self-Directed: 13 attendance, 1 events	
	Adults Ages 19+ Synchronous: 191 attendance, 23 events	
	Adults Ages 19+ Self-Directed: 29 attendance, 1 events	
	General Interests Synchronous: 102 attendance, 7 events	
	General Interests Self-Directed: 130 attendance, 1 events	

Month	Total # Items Requested by MVL	# Items Received at			# Items Received at			# Items Received at			# Items Supplied by			# Items Supplied by			# Items Supplied by			# Items Supplied by		
		MVL	ILL	Non-Return	MVL	ILL	Non-Return	MVL	ILL	Non-Return	MVL	ILL	Non-Return	MVL	ILL	Non-Return	MVL	ILL	Non-Return	MVL	ILL	Non-Return
Jul-23	1																					
Aug-23																						
Sep-23																						
Oct-23																						
Nov-23																						
Dec-23																						
Jan-24																						
Feb-24																						
Mar-24																						
Apr-24																						
May-24																						
Jun-24																						
Totals:	1	0	0	0	0	0	0	0	0	0	27	0	23	0	23	0	5294	2737	654	5294	2737	654

## **Board Report August, 2023**

### **Matthew Harris – Assistant Director – Fairmont City Library Center**

#### **Grants, awards, donations, and special stories:**

We hosted the Back to School Bash on Thursday, July 27<sup>th</sup>. It was a massive success despite the incredibly hot temperatures. Vendors were asked to bring 300 of their school supply. One vendor brought in 475 items. Vendors were only giving supplies out to youth and all of the vendors ran out of items. There were also a bounce house, a food truck, dental screenings, haircuts, and school physicals being done. The final door count for the day for the building was 879.

The Epic Camp summer school program that was being hosted at the library through Kreitner and Caseyville Elementary Schools on Tuesday- Thursdays wrapped up at the end of July. They averaged around 10 – 15 children per day. One of the teachers got wind that the Fairmont City Police department were giving “do the right thing” coins to area youth. Police Chief Brown visited during one of the days to award all of the students with these coins.

#### **Outreach and education:**

**July 11:** Attended Latino Roundtable monthly meeting at the FC Library

**July 13:** Presented Digital Musical Instruments program for HHH at St. John’s Church

**July 14:** Met with a representative from United Congregation of the Metro East

**July 17:** Attended MVLD Board Meeting

**July 25:** Attended Latino Roundtable virtual meeting regarding the Back to School Bash

**July 31:** Attended interviews for the open Program Coordinator Position

#### **Building and Grounds:**

- Mulch is almost done being spread around the library grounds

#### **Programming:**

**Tuesdays, Wednesdays, Thursdays: Epic Camp- 8:30- 12:00**

**Wednesdays- Garden Club- 4:00**

**July 27- Back to School Bash**

<b>Fairmont City Stats</b>	<b>PROGRAM / EVENT / PROMOTION</b>	<b>Attended</b>
June/July	Adult Summer Reading Program Sign-up(1) Completed(1)	1
June/July	Young Adult Summer Reading Program Sign-up(14) Completed (3)	3
June/July	Juvenile Summer Reading Program Sign-up(19) Completed(19)	19
July 1	Rock Painting	16
July 3	Morse Code Bracelets	8
July 5	Garden Club	8
July 6	Kids Summer STEAM program	7
July 10	Musical Petting Zoo	8
July 10	Monday Fun Day	4
July 12	Garden Club	6
July 15	Fun with Electrical Instruments	1
July 17	Family Storytime	1
July 17	Children's Yoga	1
July 18	Answers on Aging	2
July 18	Hula Hoop Challenge	1
July 19	Garden Club	3
July 26	Staying Active and Learning about Health	12
July 27	Back to School Bash	600
July 31	Monday Fun Day- Cupcake Decorating	16
		<b>717</b>

Days Open: 25

Children Ages 0-5 Synchronous: 0 attendance, 0 events

Patron Door Count: 3086

Children Ages 0-5 Self-Directed: 0 attendance, 0 events

Computer Uses: 373	Children Ages 6-11 Synchronous: 36 attendance, 5 events
	Children Ages 6-11 Self-Directed: 20 attendance, 1 events
	Young Adults Ages 12- 18 Synchronous: 13 attendance, 2 events
	Young Adults Ages 12- 18 Self-directed: 3 attendance, 1 events
	Adults Ages 19+ Synchronous: 2 attendance, 1 events
	Adults Ages 19+ Self-directed: 1 attendance, 1 events
	General Interests Synchronous: 642 attendance, 7 events
	General Interests Self-directed: 0 attendance, 0 events
	E-book questions: 0
	Homebound delivery: 2

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08/15/23

Accrual Basis

**Mississippi Valley Library District**  
**Expenses by Vendor Detail**  
**July 2023**

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
<b>AMEREN ILLINOIS</b>								
Bill	07/13/2023		FCLC gas (01...	Natural Gas		Accounts Paya...	59.89	59.89
Bill	07/13/2023		FCLC electric ...	Electricity		Accounts Paya...	1,087.57	1,147.46
Bill	07/13/2023		CMLC gas (2...	Natural Gas		Accounts Paya...	64.13	1,211.59
Bill	07/13/2023		CMLC electric...	Electricity		Accounts Paya...	3,295.18	4,506.77
Bill	07/13/2023		CMLC outdoo...	Electricity		Accounts Paya...	24.32	4,531.09
Bill	07/13/2023		BH gas (83007)	Natural Gas		Accounts Paya...	56.18	4,587.27
Bill	07/13/2023		BH electric (1...	Electricity		Accounts Paya...	103.85	4,691.12
Total AMEREN ILLINOIS							4,691.12	4,691.12
<b>American Express</b>								
Bill	07/17/2023		Misc. supplies	Office		Accounts Paya...	324.07	324.07
Bill	07/17/2023		Acct 3-92001	Telephone/Fax		Accounts Paya...	30.00	354.07
Bill	07/17/2023		Video games ...	Adult Audio Visual It..		Accounts Paya...	501.74	855.81
Bill	07/17/2023		drone registra...	Other Materials		Accounts Paya...	16.99	872.80
Bill	07/17/2023		nonfiction	Adult Print Materials		Accounts Paya...	17.51	890.31
Bill	07/17/2023		stickers & pop...	Programming		Accounts Paya...	18.48	908.79
Bill	07/17/2023		Various maint...	Building		Accounts Paya...	561.93	1,470.72
Bill	07/17/2023		Landscape ed...	Grounds		Accounts Paya...	25.16	1,495.88
Bill	07/17/2023		Pan fountain -...	Donation Expenditur...		Accounts Paya...	242.38	1,738.26
Bill	07/17/2023		annual credit ...	Miscellaneous		Accounts Paya...	470.90	2,209.16
Bill	07/17/2023		utility cart, bar...	Equipment		Accounts Paya...	423.89	2,633.05
Bill	07/17/2023		IMRF form	Postage		Accounts Paya...	1.98	2,635.03
Bill	07/17/2023		Registration &...	Vehicles		Accounts Paya...	381.39	3,016.42
Bill	07/17/2023		Zoom subscri...	Other Professional ...		Accounts Paya...	15.99	3,032.41
Total American Express							3,032.41	3,032.41
<b>Americom Imaging Systems Inc.</b>								
Bill	07/13/2023		Monthly copie...	Equipment		Accounts Paya...	496.20	496.20
Total Americom Imaging Systems Inc.							496.20	496.20
<b>Americom Imaging Systems Inc. - Maint</b>								
Bill	07/19/2023		Overages for ...	Equipment		Accounts Paya...	254.54	254.54
Total Americom Imaging Systems Inc. - Maint							254.54	254.54
<b>Anne West Lindsey District Library</b>								
Bill	07/08/2023		Item #310610...	Payments to Other L...		Accounts Paya...	20.00	20.00
Total Anne West Lindsey District Library							20.00	20.00
<b>Aqua Systems</b>								
Bill	07/16/2023		Invoice # 175...	Office		Accounts Paya...	6.95	6.95
Bill	07/16/2023		Invoice # 174...	Office		Accounts Paya...	26.00	32.95
Total Aqua Systems							32.95	32.95
<b>ARGENTA-OREANA PUBLIC LIBRARY DISTRICT</b>								
Bill	07/27/2023		Item # 31803...	Payments to Other L...		Accounts Paya...	21.00	21.00
Total ARGENTA-OREANA PUBLIC LIBRARY DISTRICT							21.00	21.00
<b>AtoZdatabases</b>								
Bill	07/14/2023		1 year agree...	Online Databases		Accounts Paya...	2,884.00	2,884.00
Total AtoZdatabases							2,884.00	2,884.00
<b>Belleville Public Library</b>								
Bill	07/08/2023		Item # 00007...	Payments to Other L...		Accounts Paya...	31.00	31.00
Total Belleville Public Library							31.00	31.00
<b>Blue Cross / Blue Shield</b>								
Bill	07/24/2023		Health Insura...	Health/Dental Insura...		Accounts Paya...	6,669.00	6,669.00
Total Blue Cross / Blue Shield							6,669.00	6,669.00
<b>Buildingstars</b>								
Bill	07/24/2023		Invoice # 334...	Building		Accounts Paya...	225.00	225.00
Total Buildingstars							225.00	225.00
<b>Bunker Hill Public Library</b>								
Bill	07/08/2023		Item # 36084...	Payments to Other L...		Accounts Paya...	24.95	24.95
Total Bunker Hill Public Library							24.95	24.95
<b>Capital One</b>								
Bill	07/24/2023		Misc. program...	Programming		Accounts Paya...	83.57	83.57



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Accrual Basis

**Mississippi Valley Library District**  
**Expenses by Vendor Detail**  
**July 2023**

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Total Capital One							83.57	83.57
<b>Casey's General Store</b>								
Check	07/10/2023		Gasoline	Vehicles		Checking	50.00	50.00
Check	07/31/2023		Gasoline	Vehicles		Checking	65.00	115.00
Total Casey's General Store							115.00	115.00
<b>Center Point Large Print</b>								
Bill	07/13/2023		standing orde...	Adult Print Materials		Accounts Paya...	147.42	147.42
Total Center Point Large Print							147.42	147.42
<b>Charter Communications</b>								
Bill	07/07/2023		CM & FC fiber...	Internet Services		Accounts Paya...	1,415.30	1,415.30
Bill	07/07/2023		CM elevator e...	Telephone/Fax		Accounts Paya...	61.43	1,476.73
Bill	07/27/2023		CM & FC fiber...	Internet Services		Accounts Paya...	772.00	2,248.73
Bill	07/27/2023		CM elevator e...	Telephone/Fax		Accounts Paya...	49.99	2,298.72
Total Charter Communications							2,298.72	2,298.72
<b>City of Collinsville</b>								
Bill	07/16/2023		CM & BH wat...	Water/Sewer		Accounts Paya...	342.60	342.60
Total City of Collinsville							342.60	342.60
<b>Delta Dental</b>								
Bill	07/21/2023		Dental Insura...	Health/Dental Insura...		Accounts Paya...	348.96	348.96
Total Delta Dental							348.96	348.96
<b>First Data Global Leasing</b>								
Check	07/08/2023		FC credit card...	Other Professional ...		Checking	39.98	39.98
Total First Data Global Leasing							39.98	39.98
<b>Garden Gate</b>								
Bill	07/27/2023		Magazine - 2 ...	Adult Print Materials		Accounts Paya...	45.00	45.00
Total Garden Gate							45.00	45.00
<b>Globe Life</b>								
Bill	07/27/2023		Supplemental...	Health/Dental Insura...		Accounts Paya...	198.02	198.02
Total Globe Life							198.02	198.02
<b>Green Sky Cleaning Supply</b>								
Bill	07/27/2023		toilet tissue, h...	Office		Accounts Paya...	310.70	310.70
Total Green Sky Cleaning Supply							310.70	310.70
<b>Home Depot</b>								
Check	07/13/2023		FC step stone...	Building		Checking	133.70	133.70
Check	07/13/2023		toggle switch ...	Donation Expenditur...		Checking	19.51	153.21
Check	07/18/2023		BH light bulbs...	Building		Checking	68.96	222.17
Check	07/21/2023		GFCI outlets ...	Building		Checking	72.48	294.65
Check	07/25/2023		Misc. supplies	Building		Checking	4.48	299.13
Check	07/25/2023		Pan fountain r...	Donation Expenditur...		Checking	16.37	315.50
Check	07/31/2023		drain clog sup...	Building		Checking	57.87	373.37
Total Home Depot							373.37	373.37
<b>IHLS-OCLC</b>								
Bill	07/25/2023		FY2024 OCL...	FY2023 Per Capita ...		Accounts Paya...	915.58	915.58
Total IHLS-OCLC							915.58	915.58
<b>Illinois American Water</b>								
Bill	07/21/2023		FCLC water 6...	Water/Sewer		Accounts Paya...	58.50	58.50
Total Illinois American Water							58.50	58.50
<b>Illinois Heartland Library System</b>								
Bill	07/08/2023		Invoice # 202...	FY2023 Per Capita ...		Accounts Paya...	529.80	529.80
Bill	07/08/2023		Invoice # 202...	FY2023 Per Capita ...		Accounts Paya...	90.00	619.80
Bill	07/08/2023		Invoice # 202...	FY2023 Per Capita ...		Accounts Paya...	1,350.00	1,969.80
Bill	07/08/2023		Invoice # 202...	FY2023 Per Capita ...		Accounts Paya...	200.00	2,169.80
Bill	07/18/2023		Invoice # 202...	FY2023 Per Capita ...		Accounts Paya...	16,208.54	18,378.34
Total Illinois Heartland Library System							18,378.34	18,378.34
<b>Illinois Library Association</b>								
Bill	07/31/2023		2 books - SO...	Adult Print Materials		Accounts Paya...	60.00	60.00

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Accrual Basis

# Mississippi Valley Library District

## Expenses by Vendor Detail

### July 2023

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Total Illinois Library Association							60.00	60.00
Illinois Office of the State Fire Marshal								
Bill	07/13/2023	2 boiler Certifi...	Building		Accounts Paya...		140.00	140.00
Total Illinois Office of the State Fire Marshal							140.00	140.00
Illinois State Historical Society								
Bill	07/13/2023	Membership ...	Adult Print Materials		Accounts Paya...		75.00	75.00
Total Illinois State Historical Society							75.00	75.00
Illinois State Police								
Bill	07/08/2023	background c...	Miscellaneous		Accounts Paya...		10.00	10.00
Total Illinois State Police							10.00	10.00
IMRF								
Check	07/03/2023	monthly IMRF...	IMRF		Checking		6,046.40	6,046.40
Check	07/28/2023	monthly IMRF...	IMRF		Checking		5,961.49	12,007.89
Total IMRF							12,007.89	12,007.89
InfoUSA Marketing, Inc.								
Bill	07/13/2023	City Directory ...	Adult Print Materials		Accounts Paya...		270.00	270.00
Total InfoUSA Marketing, Inc.							270.00	270.00
INGRAM LIBRARY SERVICES								
Bill	07/14/2023	Invoice # 765...	Adult Print Materials		Accounts Paya...		353.41	353.41
Bill	07/14/2023	Invoice # 765...	Juvenile Print Items		Accounts Paya...		56.24	409.65
Bill	07/21/2023	Invoice # 768...	Adult Print Materials		Accounts Paya...		1,332.82	1,742.47
Bill	07/21/2023	Invoice # 769...	Juvenile Print Items		Accounts Paya...		296.44	2,038.91
Total INGRAM LIBRARY SERVICES							2,038.91	2,038.91
Jerseyville Public Library								
Bill	07/08/2023	Item # 00033...	Payments to Other L...		Accounts Paya...		4.75	4.75
Total Jerseyville Public Library							4.75	4.75
Kane Consulting Group								
Bill	07/16/2023	Datto backup ...	Information Technol...		Accounts Paya...		343.00	343.00
Total Kane Consulting Group							343.00	343.00
KANOPY, INC.								
Bill	07/03/2023	Invoice # 359...	Virtual Items		Accounts Paya...		224.00	224.00
Bill	07/07/2023	Invoice # 355...	Virtual Items		Accounts Paya...		153.00	377.00
Total KANOPY, INC.							377.00	377.00
Lazerware								
Bill	07/03/2023	Invoice # 436...	Information Technol...		Accounts Paya...		1,144.24	1,144.24
Bill	07/03/2023	Invoice # 435...	Information Technol...		Accounts Paya...		2,662.14	3,806.38
Bill	07/14/2023	Invoice # 422...	Information Technol...		Accounts Paya...		1,144.24	4,950.62
Bill	07/14/2023	Invoice # 421...	Information Technol...		Accounts Paya...		2,662.14	7,612.76
Total Lazerware							7,612.76	7,612.76
Lulabelle Garrett								
Bill	07/31/2023	refund for 8/5/...	Miscellaneous		Accounts Paya...		50.00	50.00
Total Lulabelle Garrett							50.00	50.00
Madison County Treasurer								
Deposit	07/11/2023	Deposit	Property Tax		General PI		-178,077.08	-178,077.08
Deposit	07/11/2023	Deposit	Building Maintenance		Building		-23,810.55	-201,887.63
Deposit	07/11/2023	Deposit	IMRF		IMRF		-8,270.98	-210,158.61
Deposit	07/11/2023	Deposit	Audit		Audit		-1,754.50	-211,913.11
Deposit	07/11/2023	Deposit	Liability Insurance		Insurance Fund		-12,281.08	-224,194.19
Deposit	07/11/2023	Deposit	FICA/Medicare		FICA		-11,278.69	-235,472.88
Deposit	07/13/2023	Deposit	Property Tax		General PI		-15,860.36	-251,333.24
Deposit	07/13/2023	Deposit	Building Maintenance		Building		-2,120.68	-253,453.92
Deposit	07/13/2023	Deposit	IMRF		IMRF		-736.65	-254,190.57
Deposit	07/13/2023	Deposit	Audit		Audit		-156.27	-254,346.84
Deposit	07/13/2023	Deposit	Liability Insurance		Insurance Fund		-1,093.81	-255,440.65
Deposit	07/13/2023	Deposit	FICA/Medicare		FICA		-1,004.53	-256,445.18
Total Madison County Treasurer							-256,445.18	-256,445.18

Metro East Sanitary District

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Accrual Basis

**Mississippi Valley Library District**  
**Expenses by Vendor Detail**  
**July 2023**

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Bill	07/13/2023		FC water Jun...	Water/Sewer		Accounts Paya...	15.02	15.02
Total Metro East Sanitary District							15.02	15.02
<b>Midwest Tape</b>								
Bill	07/21/2023		Invoice # 504...	Juvenile Audio Visu...		Accounts Paya...	44.99	44.99
Total Midwest Tape							44.99	44.99
<b>Milford Area Public Schools District 124</b>								
Bill	07/08/2023		Item # 33057...	Payments to Other L...		Accounts Paya...	11.25	11.25
Total Milford Area Public Schools District 124							11.25	11.25
<b>MILFORD DISTRICT LIBRARY</b>								
Bill	07/08/2023		Item # 31784...	Payments to Other L...		Accounts Paya...	30.00	30.00
Total MILFORD DISTRICT LIBRARY							30.00	30.00
<b>O'Fallon Public Library</b>								
Bill	07/21/2023		Item # 00016...	Payments to Other L...		Accounts Paya...	16.99	16.99
Total O'Fallon Public Library							16.99	16.99
<b>Peerless Network, Inc.</b>								
Bill	07/16/2023		CM monthly f...	Telephone/Fax		Accounts Paya...	111.57	111.57
Bill	07/16/2023		FC monthly fa...	Telephone/Fax		Accounts Paya...	58.32	169.89
Total Peerless Network, Inc.							169.89	169.89
<b>Platinum Excavating and Landscaping</b>								
Bill	07/21/2023		Removal of fe...	Grounds		Accounts Paya...	800.00	800.00
Total Platinum Excavating and Landscaping							800.00	800.00
<b>Playaway Products LLC</b>								
Bill	07/16/2023		Earbuds (100)	Equipment		Accounts Paya...	152.98	152.98
Total Playaway Products LLC							152.98	152.98
<b>Rend Lake College</b>								
Bill	07/16/2023		Item # 32846...	Payments to Other L...		Accounts Paya...	47.36	47.36
Total Rend Lake College							47.36	47.36
<b>Rochester Public Library District</b>								
Bill	07/08/2023		Item # 36084...	Payments to Other L...		Accounts Paya...	30.00	30.00
Total Rochester Public Library District							30.00	30.00
<b>Rural King</b>								
Check	07/20/2023		105-piece tool...	Building		Checking	112.55	112.55
Total Rural King							112.55	112.55
<b>Security Alarm</b>								
Bill	07/16/2023		50% payment...	Building		Accounts Paya...	10,375.00	10,375.00
Total Security Alarm							10,375.00	10,375.00
<b>St. Clair County Collector</b>								
Deposit	07/07/2023		Deposit	Property Tax		General PI	-15,273.62	-15,273.62
Deposit	07/07/2023		Deposit	Building Maintenance		Building	-2,042.22	-17,315.84
Deposit	07/07/2023		Deposit	IMRF		IMRF	-709.40	-18,025.24
Deposit	07/07/2023		Deposit	Audit		Audit	-150.49	-18,175.73
Deposit	07/07/2023		Deposit	Liability Insurance		Insurance Fund	-1,053.34	-19,229.07
Deposit	07/07/2023		Deposit	FICA/Medicare		FICA	-967.37	-20,196.44
Deposit	07/21/2023		Deposit	Property Tax		General PI	-13,445.20	-33,641.64
Deposit	07/21/2023		Deposit	Building Maintenance		Building	-1,797.75	-35,439.39
Deposit	07/21/2023		Deposit	IMRF		IMRF	-624.48	-36,063.87
Deposit	07/21/2023		Deposit	Audit		Audit	-132.47	-36,196.34
Deposit	07/21/2023		Deposit	Liability Insurance		Insurance Fund	-927.25	-37,123.59
Deposit	07/21/2023		Deposit	FICA/Medicare		FICA	-851.56	-37,975.15
Total St. Clair County Collector							-37,975.15	-37,975.15
<b>TransFirst</b>								
Check	07/10/2023		CM Credit car...	Other Professional ...		General PI	39.00	39.00
Check	07/10/2023		CM Credit car...	Other Professional ...		Checking	110.90	149.90
Total TransFirst							149.90	149.90
<b>United States Postal Service</b>								
Check	07/10/2023		ILLs & stamps	Postage		Checking	329.91	329.91

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Accrual Basis

**Mississippi Valley Library District**  
**Expenses by Vendor Detail**  
**July 2023**

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Check	07/13/2023		Board meetin...	Postage		Checking	11.55	341.46
Check	07/17/2023		ILLs	Postage		Checking	23.74	365.20
Check	07/24/2023		ILLs	Postage		Checking	14.88	380.08
Total United States Postal Service							380.08	380.08
<b>Village of Fairmont City</b>								
Bill	07/13/2023		FC sewer 7/1/...	Water/Sewer		Accounts Paya...	30.00	30.00
Total Village of Fairmont City							30.00	30.00
<b>World Trade Press</b>								
Bill	07/03/2023		AtoZ Maps, ...	Online Databases		Accounts Paya...	400.00	400.00
Total World Trade Press							400.00	400.00
<b>TOTAL</b>							<b>-216,627.08</b>	<b>-216,627.08</b>

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Cash Basis

# Mississippi Valley Library District

## Profit & Loss

### July 2023

	Jul 23
Ordinary Income/Expense	
Income	
Taxes	
Audit	2,193.73
Building Maintenance	29,771.20
FICA/Medicare	14,102.15
IMRF	10,341.51
Liability Insurance	15,355.48
Property Tax	222,656.26
Total Taxes	294,420.33
Intergovernment Revenue	
Grants	
FY2023 Per Capita Grant	48,794.48
Total Grants	48,794.48
Replacement Tax	28.91
Total Intergovernment Revenue	48,823.39
Fines & Forfeitures	
Fines	30.20
Lost or Damaged Books/Inhouse	256.48
Total Fines & Forfeitures	286.68
Charges for Services	
Fax	197.00
Printing/Copying	742.43
Total Charges for Services	939.43
Other Revenues	
COBRA Reimbursements	1,393.20
Donations - Des & Undes	149.86
Sale of Items	287.36
Reimbursements Other libraries	25.00
Interest Income	816.69
Miscellaneous	0.60
Rental Income	
Collinsville Rooms	100.00
Blum House Rental	890.00
Total Rental Income	990.00
Total Other Revenues	3,662.71
Total Income	348,132.54
Gross Profit	348,132.54
Expense	
Personnel	
Benefits	
IL Unemployment Company	342.92
FICA Company	3,608.06
Health/Dental Insurance	168.24
IMRF	12,007.89
Total Benefits	16,127.11
Salaries	
Full Time	32,753.31
Part time	14,589.09
Total Salaries	47,342.40

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Cash Basis

**Mississippi Valley Library District**  
**Profit & Loss**  
**July 2023**

	Jul 23
Total Personnel	63,469.51
Maintenance Services	
Building	15,410.04
Equipment	496.20
Grounds	750.00
Total Maintenance Services	16,656.24
Professional Services	
Payroll Service	281.54
Internet Services	1,415.30
Information Technology	4,149.38
Other Professional Services	189.88
Total Professional Services	6,036.10
Professional Development	
Dues	15.00
Total Professional Development	15.00
Utilities	
Natural Gas	180.20
Telephone/Fax	231.32
Water/Sewer	387.62
Electricity	4,510.92
Total Utilities	5,310.06
Supplies	
Equipment	152.98
Office	210.98
Postage	380.08
Total Supplies	744.04
Materials	
Virtual Items	323.61
Adult Audio Visual Items	402.91
Adult Print Materials	845.83
Juvenile Print Items	56.24
Online Databases	2,884.00
Total Materials	4,512.59
Other Expenditures	
Vehicles	115.00
Miscellaneous	10.00
Programming	120.67
Donation Expenditures - Des.	35.88
Grant Expenses	
FY2023 Per Capita Grant	2,169.80
Total Grant Expenses	2,169.80
Payments to Other Libraries	199.31
Total Other Expenditures	2,650.66
Total Expense	99,394.20
Net Ordinary Income	248,738.34
Net Income	248,738.34

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08/15/23  
Cash Basis

Mississippi Valley Library District  
**Balance Sheet**  
As of July 31, 2023

	Jul 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Working Cash	220,201.23
Checking	24,658.13
General PI	789,849.98
Audit	11,495.05
IMRF	65,723.46
Building	21,051.03
Insurance Fund	170,871.38
FICA	51,800.52
Reserve	37,794.04
Gift Fund	11,573.22
<b>Total Checking/Savings</b>	<b>1,405,018.04</b>
<b>Other Current Assets</b>	
Prepaid Insurance	17,255.45
Petty Cash	100.00
<b>Total Other Current Assets</b>	<b>17,355.45</b>
<b>Total Current Assets</b>	<b>1,422,373.49</b>
<b>Other Assets</b>	
Taxes Receivable	864,041.62
<b>Total Other Assets</b>	<b>864,041.62</b>
<b>TOTAL ASSETS</b>	<b>2,286,415.11</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	-13,326.30
<b>Total Accounts Payable</b>	<b>-13,326.30</b>
<b>Other Current Liabilities</b>	
Manual A/P	23,347.24
Deferred Revenue	975,284.70
Accrued Vacation	18,665.72
Accrued Sick Pay	5,253.76
Accrued Wages	17,753.78
<b>Payroll Liabilities</b>	
Garnishment	131.60
Liberty National	5,245.10
Net Pay Offset	870.86
Miscellaneous	-127.44
Fed Withhold	-208.00
II Withhold	-823.96
Direct Deposit	-190.69
IMRF - Payable	145,756.44
SUTA	4,101.99
Payroll Liabilities - Other	1,720.68
<b>Total Payroll Liabilities</b>	<b>156,476.58</b>
<b>Total Other Current Liabilities</b>	<b>1,196,781.78</b>
<b>Total Current Liabilities</b>	<b>1,183,455.48</b>
<b>Total Liabilities</b>	<b>1,183,455.48</b>
<b>Equity</b>	
Opening Bal Equity	14,039.26
Retained Earnings	840,182.03
Net Income	248,738.34

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Cash Basis

**Mississippi Valley Library District**  
**Balance Sheet**  
As of July 31, 2023

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	Jul 31, 23
Total Equity	1,102,959.63
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>2,286,415.11</u></b>



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Accrual Basis

Mississippi Valley Library District  
FY2024 Gift Fund

Type	Date	Memo	Account	Class	Split	Amount	Balance
Jul 23							
Transfer	07/13/2023	FY2023 interest	Gift Fund		General PI	-40.66	-40.66
Deposit	07/16/2023	Interest	Gift Fund	Gift	Interest Income	6.49	-34.17
Transfer	07/28/2023	Funds Transfer	Gift Fund		Checking	-16.37	-50.54
Jul 23						-50.54	-50.54

**Mississippi Valley Library District  
Profit & Loss Budget vs. Actual  
FY2024**

	Jul 23	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
Taxes				
Audit	2,193.73	7,768.13	-5,574.40	28.2%
Building Maintenance	29,771.20	103,575.02	-73,803.82	28.7%
FICA/Medicare	14,102.15	52,823.26	-38,721.11	26.7%
IMRF	10,341.51	38,840.63	-28,499.12	26.6%
Liability Insurance	15,355.48	58,002.01	-42,646.53	26.5%
Property Tax	222,656.26	776,812.63	-554,156.37	28.7%
<b>Total Taxes</b>	<b>294,420.33</b>	<b>1,037,821.68</b>	<b>-743,401.35</b>	<b>28.4%</b>
Intergovernment Revenue				
E-Rate	0.00	20,000.00	-20,000.00	0.0%
TIF Funds	0.00	0.00	0.00	0.0%
Grants				
FY2024 PNG Grant	0.00	6,474.00	-6,474.00	0.0%
FY2023 Per Capita Grant	48,794.48	48,794.48	0.00	100.0%
Other Grants	0.00	5,000.00	-5,000.00	0.0%
<b>Total Grants</b>	<b>48,794.48</b>	<b>60,268.48</b>	<b>-11,474.00</b>	<b>81.0%</b>
Replacement Tax	28.91	60,000.00	-59,971.09	0.0%
<b>Total Intergovernment Revenue</b>	<b>48,823.39</b>	<b>140,268.48</b>	<b>-91,445.09</b>	<b>34.8%</b>
Fines & Forfeitures				
Fines	30.20	500.00	-469.80	6.0%
Lost or Damaged Books/Inhouse	256.48	1,800.00	-1,543.52	14.2%
<b>Total Fines &amp; Forfeitures</b>	<b>286.68</b>	<b>2,300.00</b>	<b>-2,013.32</b>	<b>12.5%</b>
Charges for Services				
Fax	197.00	3,350.00	-3,153.00	5.9%
Non-resident Fees	0.00	81.00	-81.00	0.0%
Printing/Copying	742.43	9,100.00	-8,357.57	8.2%
<b>Total Charges for Services</b>	<b>939.43</b>	<b>12,531.00</b>	<b>-11,591.57</b>	<b>7.5%</b>
Other Revenues				
COBRA Reimbursements	1,393.20	16,720.00	-15,326.80	8.3%
Sale of Short Street Lot	0.00	12,000.00	-12,000.00	0.0%
Sale of Vehicle	0.00	1,200.00	-1,200.00	0.0%
Property License Agreements	0.00	15,001.00	-15,001.00	0.0%
Donations - Des & Undes	149.86	20,000.00	-19,850.14	0.7%
Sale of Items	287.36	3,750.00	-3,462.64	7.7%
Reimbursements Other libraries	25.00	1,300.00	-1,275.00	1.9%
Interest Income	816.69	9,000.00	-8,183.31	9.1%
Miscellaneous	0.60	2,500.00	-2,499.40	0.0%
Rental Income				
FC Rooms	0.00	100.00	-100.00	0.0%
FC Pavilion	0.00	100.00	-100.00	0.0%
Collinsville Rooms	100.00	1,600.00	-1,500.00	6.3%
Blum House Rental	890.00	12,500.00	-11,610.00	7.1%
<b>Total Rental Income</b>	<b>990.00</b>	<b>14,300.00</b>	<b>-13,310.00</b>	<b>6.9%</b>
<b>Total Other Revenues</b>	<b>3,662.71</b>	<b>95,771.00</b>	<b>-92,108.29</b>	<b>3.8%</b>
<b>Total Income</b>	<b>348,132.54</b>	<b>1,288,692.16</b>	<b>-940,559.62</b>	<b>27.0%</b>
<b>Gross Profit</b>	<b>348,132.54</b>	<b>1,288,692.16</b>	<b>-940,559.62</b>	<b>27.0%</b>
Expense				
Personnel				
Benefits				
IL Unemployment Company	342.92	8,100.00	-7,757.08	4.2%
FICA Company	3,608.06	55,200.00	-51,591.94	6.5%
Health/Dental Insurance	168.24	97,000.00	-96,831.76	0.2%
IMRF	12,007.89	92,000.00	-79,992.11	13.1%
<b>Total Benefits</b>	<b>16,127.11</b>	<b>252,300.00</b>	<b>-236,172.89</b>	<b>6.4%</b>
Salaries				
Full Time	32,753.31	501,500.00	-468,746.69	6.5%
Part time	14,589.09	200,900.00	-186,310.91	7.3%
<b>Total Salaries</b>	<b>47,342.40</b>	<b>702,400.00</b>	<b>-655,057.60</b>	<b>6.7%</b>
<b>Total Personnel</b>	<b>63,469.51</b>	<b>954,700.00</b>	<b>-891,230.49</b>	<b>6.6%</b>

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08/15/23

Cash Basis

**Mississippi Valley Library District**  
**Profit & Loss Budget vs. Actual**  
**FY2024**

	Jul 23	Budget	\$ Over Budget	% of Budget
<b>Maintenance Services</b>				
Building	15,410.04	120,000.00	-104,589.96	12.8%
Equipment	496.20	10,000.00	-9,503.80	5.0%
Grounds	750.00	11,000.00	-10,250.00	6.8%
<b>Total Maintenance Services</b>	<b>16,656.24</b>	<b>141,000.00</b>	<b>-124,343.76</b>	<b>11.8%</b>
<b>Professional Services</b>				
Publishing	0.00	600.00	-600.00	0.0%
Payroll Service	281.54	4,100.00	-3,818.46	6.9%
SHARE Membership	0.00	0.00	0.00	0.0%
OCLC Interlibrary Loan	0.00	0.00	0.00	0.0%
Internet Services	1,415.30	9,300.00	-7,884.70	15.2%
Information Technology	4,149.38	55,000.00	-50,850.62	7.5%
Audit	0.00	8,300.00	-8,300.00	0.0%
Legal Service	0.00	3,000.00	-3,000.00	0.0%
Other Professional Services	189.88	3,600.00	-3,410.12	5.3%
<b>Total Professional Services</b>	<b>6,036.10</b>	<b>83,900.00</b>	<b>-77,863.90</b>	<b>7.2%</b>
<b>Professional Development</b>				
Dues	15.00	600.00	-585.00	2.5%
Training/Tuition	0.00	1,000.00	-1,000.00	0.0%
Travel Expenses	0.00	1,200.00	-1,200.00	0.0%
<b>Total Professional Development</b>	<b>15.00</b>	<b>2,800.00</b>	<b>-2,785.00</b>	<b>0.5%</b>
<b>Utilities</b>				
Natural Gas	180.20	9,750.00	-9,569.80	1.8%
Telephone/Fax	231.32	3,600.00	-3,368.68	6.4%
Water/Sewer	387.62	3,000.00	-2,612.38	12.9%
Electricity	4,510.92	56,000.00	-51,489.08	8.1%
<b>Total Utilities</b>	<b>5,310.06</b>	<b>72,350.00</b>	<b>-67,039.94</b>	<b>7.3%</b>
<b>Supplies</b>				
Equipment	152.98	10,000.00	-9,847.02	1.5%
Office	210.98	11,000.00	-10,789.02	1.9%
Postage	380.08	4,200.00	-3,819.92	9.0%
<b>Total Supplies</b>	<b>744.04</b>	<b>25,200.00</b>	<b>-24,455.96</b>	<b>3.0%</b>
<b>Materials</b>				
Other Materials	0.00	1,250.00	-1,250.00	0.0%
Virtual Items	323.61	5,000.00	-4,676.39	6.5%
Adult Audio Visual Items	402.91	11,000.00	-10,597.09	3.7%
Adult Print Materials	845.83	27,000.00	-26,154.17	3.1%
Juvenile Audio Visual Items	0.00	2,000.00	-2,000.00	0.0%
Juvenile Print Items	56.24	4,500.00	-4,443.76	1.2%
Online Databases	2,884.00	11,000.00	-8,116.00	26.2%
<b>Total Materials</b>	<b>4,512.59</b>	<b>61,750.00</b>	<b>-57,237.41</b>	<b>7.3%</b>
<b>Other Expenditures</b>				
Liability & Building Insurance	0.00	30,000.00	-30,000.00	0.0%
Vehicles	115.00	12,500.00	-12,385.00	0.9%
Miscellaneous	10.00	2,750.00	-2,740.00	0.4%
Programming	120.67	5,000.00	-4,879.33	2.4%
Donation Expenditures - Des.	35.88	6,000.00	-5,964.12	0.6%
Grant Expenses				
FY2024 PNG Grant	0.00	6,474.00	-6,474.00	0.0%
FY2023 Per Capita Grant	2,169.80	48,794.48	-46,624.68	4.4%
Other Grants	0.00	3,000.00	-3,000.00	0.0%
<b>Total Grant Expenses</b>	<b>2,169.80</b>	<b>58,268.48</b>	<b>-56,098.68</b>	<b>3.7%</b>
<b>Payments to Other Libraries</b>	<b>199.31</b>	<b>1,600.00</b>	<b>-1,400.69</b>	<b>12.5%</b>
<b>Total Other Expenditures</b>	<b>2,650.66</b>	<b>116,118.48</b>	<b>-113,467.82</b>	<b>2.3%</b>
<b>Total Expense</b>	<b>99,394.20</b>	<b>1,457,818.48</b>	<b>-1,358,424.28</b>	<b>6.8%</b>
<b>Net Ordinary Income</b>	<b>248,738.34</b>	<b>-169,126.32</b>	<b>417,864.66</b>	<b>-147.1%</b>
<b>Net Income</b>	<b>248,738.34</b>	<b>-169,126.32</b>	<b>417,864.66</b>	<b>-147.1%</b>

# Mississippi Valley Library District Profit & Loss Prev Year Comparison

July 2023

	Jul 23	Jul 22	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Taxes</b>				
Audit	2,193.73	1,013.56	1,180.17	116.4%
Building Maintenance	29,771.20	18,853.89	10,917.31	57.9%
FICA/Medicare	14,102.15	9,122.88	4,979.27	54.6%
IMRF	10,341.51	7,602.32	2,739.19	36.0%
Liability Insurance	15,355.48	19,056.60	-3,701.12	-19.4%
Property Tax	222,656.26	152,047.53	70,608.73	46.4%
<b>Total Taxes</b>	<b>294,420.33</b>	<b>207,696.78</b>	<b>86,723.55</b>	<b>41.8%</b>
<b>Intergovernment Revenue</b>				
E-Rate	0.00	3,235.20	-3,235.20	-100.0%
Grants				
FY2023 Per Capita Grant	48,794.48	0.00	48,794.48	100.0%
<b>Total Grants</b>	<b>48,794.48</b>	<b>0.00</b>	<b>48,794.48</b>	<b>100.0%</b>
Replacement Tax	28.91	134.76	-105.85	-78.6%
<b>Total Intergovernment Revenue</b>	<b>48,823.39</b>	<b>3,369.96</b>	<b>45,453.43</b>	<b>1,348.8%</b>
<b>Fines &amp; Forfeitures</b>				
Fines	30.20	52.71	-22.51	-42.7%
Lost or Damaged Books/Inhouse	256.48	58.99	197.49	334.8%
<b>Total Fines &amp; Forfeitures</b>	<b>286.68</b>	<b>111.70</b>	<b>174.98</b>	<b>156.7%</b>
<b>Charges for Services</b>				
Fax	197.00	200.00	-3.00	-1.5%
Printing/Copying	742.43	725.42	17.01	2.3%
<b>Total Charges for Services</b>	<b>939.43</b>	<b>925.42</b>	<b>14.01</b>	<b>1.5%</b>
<b>Other Revenues</b>				
COBRA Reimbursements	1,393.20	0.00	1,393.20	100.0%
Donations - Des & Undes	149.86	633.46	-483.60	-76.3%
Sale of Items	287.36	209.60	77.76	37.1%
Online Sales	0.00	31.27	-31.27	-100.0%
Reimbursements Other libraries	25.00	0.00	25.00	100.0%
Interest Income	816.69	9.37	807.32	8,616.0%
Miscellaneous	0.60	125.00	-124.40	-99.5%
<b>Rental Income</b>				
Collinsville Rooms	100.00	50.00	50.00	100.0%
Blum House Rental	890.00	1,035.00	-145.00	-14.0%
<b>Total Rental Income</b>	<b>990.00</b>	<b>1,085.00</b>	<b>-95.00</b>	<b>-8.8%</b>
<b>Total Other Revenues</b>	<b>3,662.71</b>	<b>2,093.70</b>	<b>1,569.01</b>	<b>74.9%</b>
<b>Total Income</b>	<b>348,132.54</b>	<b>214,197.56</b>	<b>133,934.98</b>	<b>62.5%</b>
<b>Gross Profit</b>	<b>348,132.54</b>	<b>214,197.56</b>	<b>133,934.98</b>	<b>62.5%</b>
<b>Expense</b>				
<b>Personnel</b>				
<b>Benefits</b>				
IL Unemployment Company	342.92	66.45	276.47	416.1%
FICA Company	3,608.06	3,521.55	86.51	2.5%
Health/Dental Insurance	168.24	6,153.46	-5,985.22	-97.3%
IMRF	12,007.89	5,882.26	6,125.63	104.1%
<b>Total Benefits</b>	<b>16,127.11</b>	<b>15,623.72</b>	<b>503.39</b>	<b>3.2%</b>
<b>Salaries</b>				
Full Time	32,753.31	37,040.30	-4,286.99	-11.6%
Part time	14,589.09	9,531.09	5,058.00	53.1%
<b>Total Salaries</b>	<b>47,342.40</b>	<b>46,571.39</b>	<b>771.01</b>	<b>1.7%</b>
<b>Total Personnel</b>	<b>63,469.51</b>	<b>62,195.11</b>	<b>1,274.40</b>	<b>2.1%</b>
<b>Maintenance Services</b>				
Building	15,410.04	5,777.93	9,632.11	166.7%
Equipment	496.20	1,497.31	-1,001.11	-66.9%
Grounds	750.00	1,435.00	-685.00	-47.7%
<b>Total Maintenance Services</b>	<b>16,656.24</b>	<b>8,710.24</b>	<b>7,946.00</b>	<b>91.2%</b>
<b>Professional Services</b>				
Payroll Service	281.54	302.61	-21.07	-7.0%
Internet Services	1,415.30	674.00	741.30	110.0%
Information Technology	4,149.38	5,480.35	-1,330.97	-24.3%
Other Professional Services	189.88	213.02	-23.14	-10.9%
<b>Total Professional Services</b>	<b>6,036.10</b>	<b>6,669.98</b>	<b>-633.88</b>	<b>-9.5%</b>
<b>Professional Development</b>				
Dues	15.00	0.00	15.00	100.0%
<b>Total Professional Development</b>	<b>15.00</b>	<b>0.00</b>	<b>15.00</b>	<b>100.0%</b>
<b>Utilities</b>				

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08/15/23

Cash Basis

# Mississippi Valley Library District Profit & Loss Prev Year Comparison

July 2023

	Jul 23	Jul 22	\$ Change	% Change
Natural Gas	180.20	178.57	1.63	0.9%
Telephone/Fax	231.32	289.52	-58.20	-20.1%
Water/Sewer	387.62	398.85	-11.23	-2.8%
Electricity	4,510.92	5,550.12	-1,039.20	-18.7%
<b>Total Utilities</b>	<b>5,310.06</b>	<b>6,417.06</b>	<b>-1,107.00</b>	<b>-17.3%</b>
Supplies				
Equipment	152.98	0.00	152.98	100.0%
Office	210.98	971.96	-760.98	-78.3%
Postage	380.08	360.33	19.75	5.5%
<b>Total Supplies</b>	<b>744.04</b>	<b>1,332.29</b>	<b>-588.25</b>	<b>-44.2%</b>
Materials				
Other Materials	0.00	320.00	-320.00	-100.0%
Virtual Items	323.61	237.88	85.73	36.0%
Adult Audio Visual Items	402.91	1,193.51	-790.60	-66.2%
Adult Print Materials	845.83	1,202.77	-356.94	-29.7%
Juvenile Audio Visual Items	0.00	35.92	-35.92	-100.0%
Juvenile Print Items	56.24	1,011.63	-955.39	-94.4%
Online Databases	2,884.00	5,904.00	-3,020.00	-51.2%
<b>Total Materials</b>	<b>4,512.59</b>	<b>9,905.71</b>	<b>-5,393.12</b>	<b>-54.4%</b>
Other Expenditures				
Vehicles	115.00	196.50	-81.50	-41.5%
Miscellaneous	10.00	350.32	-340.32	-97.2%
Programming	120.67	9.92	110.75	1,116.4%
Donation Expenditures - Des.	35.88	136.06	-100.18	-73.6%
Grant Expenses				
FY2023 Per Capita Grant	2,169.80	0.00	2,169.80	100.0%
FY2023 Penny Severns Grant	0.00	607.70	-607.70	-100.0%
FY2023 PNG Grant	0.00	137.36	-137.36	-100.0%
FY2022 Per Capita Grant	0.00	19,294.95	-19,294.95	-100.0%
FY2022 PNG Grant	0.00	480.37	-480.37	-100.0%
<b>Total Grant Expenses</b>	<b>2,169.80</b>	<b>20,520.38</b>	<b>-18,350.58</b>	<b>-89.4%</b>
<b>Payments to Other Libraries</b>	<b>199.31</b>	<b>51.99</b>	<b>147.32</b>	<b>283.4%</b>
<b>Total Other Expenditures</b>	<b>2,650.66</b>	<b>21,265.17</b>	<b>-18,614.51</b>	<b>-87.5%</b>
<b>Total Expense</b>	<b>99,394.20</b>	<b>116,495.56</b>	<b>-17,101.36</b>	<b>-14.7%</b>
<b>Net Ordinary Income</b>	<b>248,738.34</b>	<b>97,702.00</b>	<b>151,036.34</b>	<b>154.6%</b>
<b>Net Income</b>	<b>248,738.34</b>	<b>97,702.00</b>	<b>151,036.34</b>	<b>154.6%</b>

**Attorney Information for the Consideration of the MVLD Board of Trustees**  
**8/21/2023**

	Current - Phil Lenzini, Heyl Royster	Proposed - John Hanson, HeplerBroom
Attorney's hourly rate	\$200.00	\$220.00
Associate's hourly rate	\$150.00	\$180.00
Paralegal's hourly rate	\$100.00	\$100.00
Local Office?	Yes - Heyl Royster in Edwardsville	Yes - HeplerBroom in Edwardsville
Current IL library clients	Over 200	None

Most recent uses of legal counsel (from FY2023):

- Annual audit certifications - required by auditor
- Programming policy, legalities, and practices, including attendance at 3/20/2023 Board meeting
- Review of draft collection development policy revisions
- FOIA request clarification
- Executive Director contract review

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**Municipal Minute**

1 message

**Municipal Minute** <jtappendorf@ancelglink.com>

Tue, Aug 1, 2023 at 12:15 PM

Reply-To: Municipal Minute &lt;jtappendorf@ancelglink.com&gt;

To: kylaw &lt;kylaw@mvlid.org&gt;

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## Municipal Minute

### **Act Expands Reasons for Remote Attendance by Member of Public Body**

The Governor recently approved P.A. 103-311 that amends the Illinois Open Meetings Act to expand the permissible reasons for a member of a public body to attend a meeting electronically.

Section 7 of the OMA currently authorizes a member of a public body to attend a meeting electronically if the public body has adopted a policy to authorize electronic attendance and the member's reason for attending electronically meets the statutory qualifications. Prior to this amendment, a member could attend electronically (if approved by the public body) if he or she was absent due to (1) personal illness or disability; (2) employment purposes or the business of the public body; or (3) a family or other emergency. With this recent OMA amendment, Section 7 of the OMA also authorizes a member of a public body to attend remotely if the absence is due to an "unexpected childcare obligation."

Municipal Minute is authored by Julie Tappendorf, a partner at the Ancel Glink law firm in Chicago, to provide timely legal updates on topics of interest to local governments.



### **Related Stories**

- [Quorum Forum Podcast - Tips for Newly Elected Officials](#)
- [City Council Emails Do Not Trigger a Meeting Under OMA](#)

(5 ILCS 120/7)

Sec. 7. Attendance by a means other than physical presence.

(a) If a quorum of the members of the public body is physically present as required by Section 2.01, a majority of the public body may allow a member of that body to attend the meeting by other means if the member is prevented from physically attending because of: (i) personal illness or disability; (ii) employment purposes or the business of the public body; ~~or~~ (iii) a family or other emergency; or (iv) unexpected childcare obligations. "Other means" is by video or audio conference.



## PROPOSED REVISION TO MVLD BYLAWS

Presented 8/21/2023

**Bolded** = new language

~~Struckthrough~~ = removed language

### ARTICLE IV MEETINGS

#### Section 8. Remote Attendance by Individual Members

A member of the Board of Trustees may participate and vote ~~electronically~~ **by other means** at public meetings, including monthly meetings and committees of the whole, if the trustee is unable to physically attend because of:

- A. Personal illness or disability;
- B. Employment purposes or business related to the Mississippi Valley Library District; ~~or~~
- C. Family or other major emergency; **or**
- D. **Unexpected childcare obligations. [5 ILCS 120/7]**

**“Other means” as defined by the Illinois Open Meetings Act is by video or audio conference. Participation by other means shall assure that the trustee can hear and be heard and take part in the Board’s discussions and votes.**

In order for such participation to be valid, the trustee requesting ~~virtual attendance~~ **participation by other means** must provide notice to the President, ~~and~~ Executive Director, **and Secretary** sufficiently in advance of the meeting for the library to be able to provide the technical means necessary to fulfill such a request. **A physical quorum of trustees must be present at the meeting location in order to consider the request [5 ILCS 120/2.01].** A majority of the trustees **physically** present may vote to allow a trustee to ~~attend by electronic~~ **participate by other means** provided ~~advance notice is given and the absence is due to one of the reasons stated above~~ **doing so conforms to the requirements and restrictions of 5 ILCS 120/7.** A trustee ~~attending electronically~~ **participating by other means** may vote on motions and issues coming before the Board, but his or her ~~vote~~ **attendance** shall not count towards a quorum.

~~For the purpose of this section, "electronic participation" means participation by video or audio conference as provided by rules adopted by the Board pursuant to the Illinois Open Meetings Act, 5 ILCS 120/7. Electronic participation shall assure that the trustee can hear and be heard and participate in the Board’s discussion and vote.~~

**PROPOSED REVISION TO MVLD BYLAWS**  
**Presented 8/21/2023**

Section 9. Order of Business

The order of business for regular meetings shall include, but not be limited to, the following items, which shall be covered in the sequence shown so far as circumstances will permit:

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Public Input
4. **Friends of the Library Updates**
5. **Trustee Comments**
6. ~~4.~~ Consent Items
  - a) Minutes of Previous Meeting(s)
  - b) Communications
  - c) Administrative Reports
  - d) **Finances**
  - e) Committee Reports
7. ~~5.~~ Unfinished Business
8. ~~6.~~ New Business
9. ~~7.~~ Closed Session
10. ~~8.~~ Action for Items Discussed in Closed Session
11. ~~9.~~ Adjournment