

**Notice & Agenda – Mississippi Valley Library District
Board of Trustees Meeting
March 18, 2024 at 6:30 PM**

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

Via Zoom: <https://us02web.zoom.us/j/89865516851?pwd=eVNieTJNaGV6YUpXNFp3YWc4anR5Zz09>

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://mvlid.org/pdf/2024/MVLD%20Bylaws%20as%20of%202.12.2024.pdf>
4. Friends of the Library Updates
5. Trustee Comments
6. Consent Items
 - a. Approval of Minutes
 - i. Regular Board Meeting of February 12, 2024
 - b. Communications
 - c. Administrative Reports
 - d. Finances
 - i. February 2024 Expenses by Vendor, Profit & Loss, and Funds Balances
 - ii. Gift Fund Transactions
 - iii. FY2024 Profit & Loss Budget vs. Actual
 - iv. Profit & Loss Previous Year Comparison
 - e. Committee Reports
 - i. Finance
 - ii. Personnel
 - iii. Fundraiser
7. Unfinished Business
 - a. Revisions to Employee Discipline and Separations Policies
8. New Business
 - a. Resolution 24-02 to Authorize Property Tax Abatement for BHMG Engineers Eastport Plaza Center Development
 - b. Request from Trustee Kulupka to Discuss and Possibly Modify Who Receives Emails Sent to "board@mvlid.org"
 - c. Review of Closed Session Minutes – none to review
 - d. Review of Serving Our Public 4.0 Chapter 5
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: February 12, 2024

TIME: 6:30 PM

PLACE: Collinsville Memorial Library, 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
Cathy Kulupka, Treasurer
Lisa McCormick, Secretary
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

The following public spoke at the meeting:

- Rachel Fleming
- Dorothy Joyce
- Marianne Bowers
- Cindy Klein-Webb
- Cindy Young
- Ian Ashcraft

Friends of the Library

- Book Sale: March 8, 9:00 AM -5:00 PM and March 9, 9:00 AM - 4:00 PM. They will be accepting additional donations for MVL D capital needs.

Trustee Comment

Cathy Kulupka inquired about who on the board receives e-mails. E-mails are sent to the President, who then forwards them to Kyla Waltermire for inclusion in meeting packets.

Consent Items

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

- a. Approval of Minutes – Decennial Committee Meeting Jan. 8, 2024; Regular Board Meeting of Jan. 8, 2024; Finance Committee Meeting Feb. 1, 2024. No revisions.
- b. Communications:
 - 2 emails were received by the board.
- c. Administrative Reports
 - Executive Director:
 - Annual sexual harassment training is required by the board.
 - Example PNG Grant activities
 - 1. Radio-controlled paper airplanes / fluid dynamics
 - 2. Engineering drones
 - Assistant Director:
 - Harris attended a webinar with United Congregations of the Metro East. York asked if any church can join the group and Harris believed it was possible.
 - Romero-Lizana asked if the new clerk, Angel Fabian, is going to working at the Fairmont City branch. Waltermire replied that eventually he will and that he started his training with the MVLD earlier that day.
- d. Finances – Finances reviewed
 - Brian Brown bill is for mowing and snow/ice removal services
 - Otis Elevator bill is a yearly expense that covers inspection
 - Who Does Your Concrete put in the concrete pad for the bicycle rack in front of the library as part of the ACT Community Action Grant.
- e. Committee Reports
 - Finance Committee recommendation is addressed in New Business
 - Decennial Committee meeting occurred on Jan 8, 2024. The report has been completed and submitted to both Madison and St. Clair Counties.

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. Possible Bylaws Revisions Regarding Public Comment

- Discussion occurred regarding the limiting of total public input to 30 minutes and the wording of expected public conduct.

Murphy motioned and York seconded to approve the bylaw revision regarding public comments as presented.

A roll call was taken on the motion:

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

Yes- 4, No – 3, Abstained – 0, Absent – 0
Motion carried.

New Business

- a. Request from Trustee York to Retain Closed Session Recording for July 19, 2021
- Discussion occurred regarding the request.

York motioned and Murphy seconded to approve the request to retain the closed session recording for July 19, 2021.

A roll call was taken on the motion:

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

Yes- 4, No – 3, Abstained – 0, Absent – 0
Motion carried.

- b. Dissolution of Decennial Committee

Romero-Lizana motioned and Kulupka seconded to dissolve the Decennial Committee.

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.

- c. Finance Committee Proposal to Move MVLD Savings Accounts to Illinois Funds Money Market.

- Waltermire explained that the Finance Committee recommends to move the funds from current financial institution to the Illinois Funds, which is a special government-only money market account, due to their average of over 5% interest for the months of Dec. – Jan., higher than other institutions.

Romero-Lizana motioned and York seconded to move MVLD savings accounts to Illinois Funds.

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.

- d. Revisions to Employee Internet, Email, and Telephone Use Policy

- Primary change was to add “Use of Devices While Driving” section to the policy.

McCormick motioned and Murphy seconded to approve the revisions to the Employee Internet, Email, and Telephone Use 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.

e. Revisions to Vacation and Personal Leave/Paid Leave for All Workers Policies.

- Changes were made to align MVLD policy with Illinois State requirements, specifically the Paid Leave for All Workers Act. Board agreed to frontload employee Personal Leave vs. calculating accrued Personal Leave due to complications with payroll software.

Kulupka motioned and McCormick seconded to approve the revisions to the Vacation and Personal Leave/Paid Leave for All Workers Policies.

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. Revisions to Victims' Economic Safety and Security Act (VESSA) Policy

- Changes were made to align MVLD policy with new Illinois State requirements.

McCormick motioned and York seconded to approve the revisions to the Victims' Economic Safety and Security Act (VESSA) 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 – Yes

Yes- 7, No – 0, Abstained – 0, Absent – 0
Motion carried.

g. Revisions to Employee Discipline and Separations Policies

- Changes were made to provide a clear and structured policy for library staff to reference.
- Discussion occurred regarding "At Will" employees. This policy provides structure and a process for staff.

- Discussion occurred regarding the ability for the Executive Director to fire an employee immediately for cause. The board decided to table the vote until a reference to the MVLG Grievance Policy is added to this update.

h. Review of Serving Our Public 4.0 Chapters 3 and 4.

- Discussion occurred regarding the yearly analysis of employee pay and evaluations.

Closed Session – None.

Adjournment

A motion was made by Kulupka and seconded by York to adjourn.

A voice 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. The meeting adjourned at 8:00 PM.



Kyla Waltermire <kylaw@mvlid.org>

Severe limitation of public comments

1 message

Cindy Klein-Webb <ckleinwebb@gmail.com>

Tue, Feb 13, 2024 at 7:18 AM

To: board@mvlid.org

Cc: kylaw@mvlid.org

Dear Board Members and Library Director,

Last night, I heard that the Madison County Board Meeting was used as an example with speakers being allotted 3 minutes and only 15 minutes allowed. I have personally attended 3 Mad Co Board meetings in which several to a dozen speakers spoke and public comment lasted 40-60 minutes at each one and I was one of those speakers (advocating for the birth to three population with delays and disabilities). After checking with a Madison County Board member, they stated that if there are more than 5 speakers present, they vote to allow them all to speak. If the new bylaw is going to be based on such, then I would like to suggest that their policy be completely followed. I look forward to hearing from you as soon as possible.

Thank you,
Cindy Klein-Webb



Kyla Waltermire <kylaw@mvld.org>

Unacceptable. Unconstitutional. Feb Trustee Meeting

1 message

Traci Vanek <traci.vanek@gmail.com>

Tue, Feb 13, 2024 at 8:39 PM

To: board@mvld.org, kylaw@mvld.org

Dear MVLD Board Trustees and Kyla,

I am writing to express my anger and sadness that the board voted yes to limit public comments to 3 minutes each with the maximum of 10 speakers per meeting. I am heartbroken that the board CHOSE to limit the public (THE TAXPAYERS- who support the Library) from expressing their thoughts, opinions and ideas in a public forum. Perhaps the board should be reminded they were voted in to SERVE the PUBLIC AND WORK FOR US, the TAXPAYERS. Limiting public comments is the exact opposite of what an ELECTED Board that serves the public is compelled to do. Your main mission is to support and maintain the library services. The purpose of having a public meeting is to keep transparency and welcome input from ALL who choose to share their thoughts and opinions.

The horrendous hypocrisy in this vote does not escape me. Especially, in light of the following:

Jeanne Lomax DOES NOT have the right to suppress our 1st Amendment right to speak. ESPECIALLY since Lomax, a known Jan 6th Insurrectionist who demanded her 1st Amendment right be supported while she herself, supported the attempt to destroy democracy by blocking the transfer of power between presidential administrations. How can you possibly sleep at night knowing you are doing exactly what you claim you were defending on Jan 6th 2021? You should be on your knees thanking GOD for the position you are in, given the fact you were on the side of DESTROYING DEMOCRACY and STILL was trusted to hold office. Your hypocrisy is appalling.

Ginny York was elected after being FIRED from the very library she is serving as a board member. How messed up is that? Ginny supports suppressing others first amendment rights, while she made ignorant, racist and homophobic comments NOT only in the role as a librarian, but as a Trustee!!! How are her rights more important than the public she serves?

Libraries should not be limited. From the beginning of this term of the newly elected trustees, 3 of the Trustees have done nothing but suppress information, resources and now the ability of free speech.

If this board really thinks this is going to fly, you are sorely mistaken. What you have done is divide a community.

I call for the resignation of Jeanne Lomax and Ginny York.

We are not going away. We are not going to be silent and we are not going to let this board destroy the autonomy of the Mississippi Valley Library District. The board can count on a bright shining light revealing the dark agenda of certain board members.

Plan on me speaking at the next meeting in March.

Best Regards,
Traci Vanek



Kyla Waltermire <kylaw@mvlid.org>

Re: Board of Trustees

1 message

danielbarnettmma@gmail.com <danielbarnettmma@gmail.com>

Wed, Feb 14, 2024 at 5:15 PM

To: Kyla Waltermire <kylaw@mvlid.org>

Yes I would like to get this to the board of trustees.

On Feb 14, 2024, at 4:35 PM, Kyla Waltermire <kylaw@mvlid.org> wrote:

Hello there,

This email was received by Library staff. Is it your intent to send this message to the Board of Trustees? Please respond with your intent so we can address your email as needed.

Thank you,

Mx. Kyla Waltermire, MS LIS (she/her - What's this?)
Executive Director
Mississippi Valley Library District
408 West Main Street, Collinsville, IL 62234
P: 618-344-1112 ext. 201
F: 618-345-6401

On Tue, Feb 13, 2024 at 10:43 AM <danielbarnettmma@gmail.com> wrote:

Hello,

At no point should a person who took part in an attempted coup be able to hold public office in any form in the United States. An act of treason (Article III, section 3 of the US Constitution) in an attempt to overthrow the government caused the death and injury to many US Federal officers. Jeanne Lomax needs to step down as the President of the Board of Trustees. She is a poor example of a board president, a traitor to the United States, and an awful human.



OFFICE OF THE ATTORNEY GENERAL
STATE OF ILLINOIS

KWAME RAOUL
ATTORNEY GENERAL

February 16, 2024

Via electronic mail

Ms. Cynthia Klein-Webb
236 Woodridge Court
Collinsville, Illinois 62234
ckleinwebb@gmail.com

RE: OMA Request for Review – 2024 PAC 80135

Dear Ms. Klein-Webb:

This determination is issued pursuant to section 3.5(b) of the Open Meetings Act (OMA) (5 ILCS 120/3.5(b) (West 2022)). For the reasons set forth below, the Public Access Bureau has determined that no further action is warranted in this matter.

On February 14, 2024, this office received your Request for Review alleging that the Mississippi Valley Library District Board of Trustees (Board) violated the requirements of OMA by amending its public comment rules to be overly restrictive. You indicated that the Board adopted the amended rules during its February 12, 2024, meeting, claiming that "[s]peakers are now limited to 3 minutes each with maximum of 30 minutes and the library board president now has specific jurisdiction over who can and cannot speak."¹

Section 3.5(a) of OMA (5 ILCS 120/3.5(a) (West 2022)) provides:

A person who believes that a violation of this Act by a public body **has occurred** may file a request for review with the Public Access Counselor established in the Office of the Attorney General not later than 60 days after the alleged violation. * * * The

¹Contact the Illinois Attorney General's Office form from Cynthia Klein-Webb to Office of Illinois Attorney General Kwame Raoul (February 14, 2024).

request for review * * * must include a summary of the **facts supporting the allegation.** (Emphasis added.)

Section 2.06(g) of OMA (5 ILCS 120/2.06(g) (West 2022)) provides that "[a]ny person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body." The intention of section 2.06(g) is to guarantee members of the public the right to address public bodies under the rules established by the public body. A public body violates section 2.06(g) of OMA when it: (1) prohibits a member of the public from addressing its members in a manner inconsistent with its established and recorded rules, or (2) prohibits a member of the public from providing public comment pursuant to its established and recorded rules, but those rules unreasonably restrict that person's right to address public officials. Ill. Att'y Gen. Pub. Acc. Op. No. 14-009, issued September 4, 2014, at 5-7. The Public Access Bureau has determined that to warrant further action by this office, a Request for Review concerning public comment must set forth facts indicating that a member of the public attempted to address public officials during an open meeting but was improperly restricted by the public body from doing so. *See, for example*, Ill. Att'y Gen. PAC Req. Rev. Ltr. 42017, issued June 1, 2016, at 1-2 (determining that a Request for Review alleging that a board's public comment rules violated section 2.06(g) of OMA did not warrant further inquiry because the Request for Review did not allege that anyone who attempted to address the board during an open meeting was improperly denied an opportunity to speak).

In this instance, although you dispute the Board's amended public comment rules, you have not set forth facts showing that the Board applied the rules in such a manner that it improperly prohibited any member of the public from addressing the trustees during a particular meeting. Absent an allegation that the Board in fact enforced its public comment rules during a recent meeting to improperly restrict the right to public comment, this office is unable to conclude that the Board violated OMA during the meeting. Accordingly, this office concludes that no further action is warranted in this matter.

In this office's educational capacity,² this office nonetheless notes that a rule restricting public comment to three minutes per speaker per meeting is not inherently unreasonable,³ nor is a rule limiting the time for public comment to 30 minutes necessarily

²In addition to resolving Requests for Review, the Public Access Bureau is charged with providing advice and education to both the public and public officials. *See* 15 ILCS 205/7(a), (b), (c) (West 2022).

³*See* Ill. Att'y Gen. PAC Req. Rev. Ltr. 76061, issued June 13, 2023, at 1 ("An established and recorded public comment rule limiting each member of the public to three minutes per meeting is generally not unreasonable.").

Ms. Cynthia Klein-Webb
February 16, 2024
Page 3

unreasonable.⁴ On the other hand, to the extent the Board's public comment rules give the Board chairperson discretion over which members of the public may speak during public comment, this office notes that viewpoint-based restrictions on the contents of public comments are generally prohibited.⁵ In other words, while the chairperson may uphold order and decorum during the meeting, the chairperson generally may not prohibit or limit public comments on the basis of the particular ideas or opinions of any member of the public who wishes to address the Board.

This letter serves to close this file. If you have questions, please contact me at joshua.jones@ilag.gov.

Very truly yours,



JOSHUA M. JONES
Deputy Bureau Chief
Public Access Bureau

80135 o no fi war lib

cc: *Via electronic mail*
The Honorable Jeanne Lomax
President, Board of Trustees
Mississippi Valley Library District
408 West Main Street
Collinsville, Illinois 62234
board@mvlid.org

⁴See Ill. Att'y Gen. PAC Req. Rev. Ltr. 68199 S-0073, issued April 8, 2022, at 5 ("The available evidence indicates that the Board's 30-minute time limit had, in recent history, permitted all interested parties to provide public comment. Thus, in practice, the rule had been reasonable for this public body under its particular circumstances.").

⁵See Ill. Att'y Gen. PAC Req. Rev. Ltr. 78138, issued October 3, 2023, at 3 ("[W]hile a public body may put a stop to disruptive conduct—such as screaming obscenities—that interferes with the ability to proceed with a meeting in an orderly manner, public bodies must be careful not to silence speakers based on their perspectives.").



Office of Illinois Attorney General Kwame Raoul

Contact the Illinois Attorney General's Office

Submit Questions to the Office of the Illinois Attorney General

PLEASE READ THE FOLLOWING INFORMATION FIRST!

To send a general comment, question, or concern to the Illinois Attorney General's Office, please complete the form below.

Please note: State law does not authorize the Illinois Attorney General to give individual residents legal advice or opinions on statutory interpretation or to act as a private attorney.

In addition, because of the large volume of correspondence received daily, there may be a delay in responding to your message.

Before sending a message, please check to see if your question has already been addressed by the information posted throughout our website or should be directed elsewhere in our office.

First Name *

Cynthia

Last Name *

Klein-Webb

Street Address *

236 WOODRIDGE CT

City *

COLLINSVILLE

State *

IL

Zip Code *

62234

Phone Number

618-910-7065

format (000) (000-0000)

E-mail address *

ckleinwebb@gmail.com

Types of Issues

Other Issue (s)

Description of Issue *

Violation of the Open Meeting Act occurred at the meeting for the Mississippi Valley Library District meeting held at the Collinsville Memorial Library on February the 12th.

Your message to the Office of the Attorney General *

The newest library board members decided to severely limit the input of public comment against the wishes of the experienced library board members and the library supporters present. Speakers are now limited to 3 minutes each with maximum of 30 minutes and the library board president now has specific jurisdiction over who can and cannot speak. It was rushed through and put into the bylaws again under protest. These newest library board members have been guilty of discriminating against the LGBTQ community. At the last meeting in January, a FOIA revealed such discrimination in an email by these very same members against a library staff member. The library board president tried to prevent the reading of such information at the last meeting and then immediately proposed limiting public comments. It was tabled until the February 12th meeting. The severe limiting of public comment was the first item of new business. It was stated erroneously by the new library board secretary that this new limitation was comparable to other local board meetings, i.e., Madison County Board Meeting, which does have a limit but votes to open up meetings when it has more than the allotted speakers present. Previously, the public comments had been 5 minutes (Collinsville City Hall has 4 minutes and most of the supporters were ok with 3 minutes) and comments usually lasted an average of 40 minutes. However, because of great concerns with these newest library board members, who have obstructed the library board business (often resulting in lengthier meetings by their own hand) there has been more public support for the library and its staff. We hope you are able to help us and/or connect us with someone who may do so. We realize our voices will not be heard as it is now up to the library board president's discretion as to who is allowed to speak.

Dunham, Lorraine

From: Attorney_General
Sent: Wednesday, February 14, 2024 10:47 AM
To: Public Access
Cc: Dunham, Lorraine
Subject: Form Id: 28927
Attachments: Office of Illinois Attorney General Kwame Raoul .pdf

Good morning, PAC
The attached inquiry was received in Constituent Services.
Thank you,
ddt

Constituent Services
Office of the Illinois Attorney General
115 S. LaSalle
Chicago, IL 60603
www.illinoisattorneygeneral.gov

From: AttorneyGeneral@ilag.gov <AttorneyGeneral@ilag.gov>
Sent: Wednesday, February 14, 2024 8:09 AM
To: Attorney_General <Attorney_General@ilag.gov>
Subject: Contact Us Form Submission

Form Id: 28927
Submitted on: 2/14/2024 at 2/14/2024 8:08:57 AM

From: Klein-Webb, Cynthia
ckleinwebb@gmail.com



Kyla Waltermire <kylaw@mvid.org>

Fwd: Full Stack developer

1 message

Jeanne Lomax <jeannelomax67@gmail.com>

Thu, Feb 22, 2024 at 11:23 AM

To: Kyla Waltermire <kylaw@mvid.org>

----- Forwarded message -----

From: **Harrisone** <harrisonesimith96351847@gmail.com>

Date: Mon, Feb 19, 2024 at 4:42 AM

Subject: Full Stack developer

To: Board <board@mvid.org>

Hello

Here I am just to give you a quick idea of what I do so that I can be a help if needed.

We are a leading technology company, working with businesses to help them achieve their digital Transformation goals.

We offer....

Remote infrastructure management

Big data solutions

Mobile applications development

Software development

ML

We have delivered various projects as we have been in the industry for the last 20 years.

I am always open for discussion if you have any particular project in mind.

I am just a message away.

Thanks & Regards

Harrisone



Kyla Waltermire <kylaw@mvlid.org>

Fwd: Application Design and solution

1 message

Jeanne Lomax <jeannelomax67@gmail.com>

Thu, Feb 22, 2024 at 11:24 AM

To: Kyla Waltermire <kylaw@mvlid.org>

----- Forwarded message -----

From: **Jassy Rollshxv** <jassyrollshxv@gmail.com>

Date: Thu, Feb 22, 2024 at 3:56 AM

Subject: Application Design and solution

To:

Hello **There**,

I hope this message finds you well.

I came across your contact email online, and I'm reaching out to explore a potential business opportunity with you. My name is **Jassy**, and I represent a CMMi Level 5 Website development company based in India. We specialize in a wide range of services, including Web Design, Web Development, E-Commerce, Graphic Design, Website Revamping, PHP, HTML/HTML5, PPC Services, jQuery, Java, and Mobile Apps Development.

Our team takes pride in our ability to seamlessly integrate with our clients' marketing staff, ensuring smooth collaboration regardless of geographical boundaries. Our goal is to provide top-notch services while making the distance feel insignificant.

If you have any specific requirements or projects in mind, I would love to discuss how we can collaborate to bring your vision to life. Please feel free to share your queries and contact information, and I'll be sure to reach out promptly.

Looking forward to the opportunity to work together.

Warm regards,

Jassy



Kyla Waltermire <kylaw@mvlid.org>

Fwd: FW: Scanned image from A6725 CJ Schlosser

1 message

Jeanne Lomax <jeannelomax67@gmail.com>

Thu, Feb 22, 2024 at 12:52 PM

To: Kyla Waltermire <kylaw@mvlid.org>

Hi Kyla,

I was looking back through old emails to make sure I forward them to you to get to the rest of the board. Please forward to the board. Also, I only see the most recent audit on our website. Where am I able to locate previous audits?

Thank you,

Jeanne

----- Forwarded message -----

From: **Kevin Tepen** <KTepen@cjsco.com>

Date: Tue, Jan 9, 2024 at 7:47 AM

Subject: FW: Scanned image from A6725 CJ Schlosser

To: board@mvlid.org <board@mvlid.org>

To all,

Thanks for having me to the board meeting last night. I am forwarding my email on November 15, 2023 that I sent with a draft of the audit. I wasn't sure who to send this to. If you receive this email, please acknowledge Thanks again.

Kevin Tepen

C. J. Schlosser & Company, L.L.C.

233 East Center Drive

Alton, IL 62002

(618) 465-7717

-----Original Message-----

From: Kevin Tepen

Sent: Wednesday, November 15, 2023 4:02 PM

To: Kyla Waltermire <kylaw@mvlid.org>

Subject: FW: Scanned image from A6725 CJ Schlosser

Kyla,

I have attached a draft of the audit for your approval/review.

I received a call from one of the Board members asking me to try to expedite the audit for tax levy purposes. I did not get her name but would appreciate it if you could share a copy with her so she could also provide any comments or questions. Thank you.

Kevin Tepen

C. J. Schlosser & Company, L.L.C.

233 East Center Drive

Alton, IL 62002

(618) 465-7717

-----Original Message-----

From: copier@cjsco.com <copier@cjsco.com> On Behalf Of copier@

Sent: Wednesday, November 15, 2023 3:57 PM

To: Kevin Tepen <KTepen@cjsco.com>

Subject: Scanned image from A6725 CJ Schlosser

Reply to: copier@cjsco.com <copier@cjsco.com> Device Name: A6725 CJ Schlosser Device Model: MX-M465N

Location: Not Set

File Format: PDF (Medium)

Resolution: 200dpi x 200dpi

Attached file is scanned image in PDF format.

Use Acrobat(R)Reader(R) or Adobe(R)Reader(R) of Adobe Systems Incorporated to view the document.

Adobe(R)Reader(R) can be downloaded from the following URL:

Adobe, the Adobe logo, Acrobat, the Adobe PDF logo, and Reader are registered trademarks or trademarks of Adobe Systems Incorporated in the United States and other countries.

<http://www.adobe.com/>



copier@cjsco.com_20231115_165643.pdf

7042K



Kyla Waltermire <kylaw@mvlid.org>

Fwd: Next board meeting

1 message

Jeanne Lomax <jeannelomax67@gmail.com>
To: Kyla Waltermire <kylaw@mvlid.org>

Thu, Feb 22, 2024 at 12:55 PM

----- Forwarded message -----

From: **April Honaker** <pinkybrain1@hotmail.com>
Date: Wed, Jan 3, 2024 at 8:23 PM
Subject: Re: Next board meeting
To: Jeanne Lomax <jeannelomax67@gmail.com>

Thank you so much!!
April Honaker
Sent from my iPhone

On Jan 3, 2024, at 12:02 PM, Jeanne Lomax <jeannelomax67@gmail.com> wrote:

Hi April,
I have attached a link to the pdf of the meeting dates and locations for the current fiscal year. Thank you for your interest in the MVLID.
Sincerely,
Jeanne Lomax
MVLID Board President

Ordinance 23-04.1 Meeting Dates for FY2024 modified.pdf (mvlid.org)

On Tue, Jan 2, 2024 at 4:39 PM April Honaker <pinkybrain1@hotmail.com> wrote:

Sir/Ma'am,
Can you tell me when the next board meeting is and where?
Thank you.
April E Honaker



Kyla Waltermire <kylaw@mvlid.org>

Severely Restricted Public Comments

1 message

Cindy Klein-Webb <ckleinwebb@gmail.com>

Wed, Feb 28, 2024 at 4:36 PM

To: board@mvlid.org, Kyla Waltermire <kylaw@mvlid.org>

Dear Board Members and Library Director,

I am again asking that the latest bylaw/ the restriction/the censorship of the public voice be relaxed. I do agree that the three minutes is reasonable but the limit of who can speak is not.. It had been stated that it was comparable to what the Madison County Board and the City Hall meetings do, but neither is true. I knew it was false information with the Madison County Board meeting as I previously stated due to my own experience with attendance and by double checking with a Madison County Board member, they immediately vote to open it up if there are more than 5 speakers present. Last week's Madison County Board meeting on 2/21 actually had 17 speakers present. I just talked with City Hall today about their City Council meetings and speakers are given 4 minutes to speak and there is no limit to how many people can speak. I realize the FOIA information that revealed discrimination towards a library staff meeting is alarming but seeking to stop such information from coming forward by censoring the public patrons' voices is not an ethical course of action. I heard at the last board meeting that training on discrimination was required. I am again requesting a response from the board regarding my concerns. I appreciate your consideration.

Thanks again,

Cindy Klein-Webb, M.S. D.T.
Rainbow Developmental Support Services



Kyla Waltermire <kylaw@mvlid.org>

Letter for the Mississippi Valley Library Board

1 message

Michael Aden <adenml@gmail.com>

Thu, Mar 7, 2024 at 1:46 PM

To: kylaw@mvlid.org

Dear Mississippi Valley Library Board,

Over the past several months, various groups representing LGBTQ+ interests have presented comments at the Library Board Meetings with the apparent intention of bullying board members, especially those newly elected. On multiple occasions, the comments were personal, lacked respect, and misrepresented the Board's actions or decisions to create sensationalism.

I want to remind the Board that you were elected by a larger electorate that does not show up for these meetings and disagrees with the beliefs and agenda of the small but vocal group representing LGBTQ+ interests. That electorate voted you on to the Library Board, and it is the voice of their vote that matters. In the most recent election, voters knew what was at stake and elected you to uphold their interests. Board members that will be up for election would do well to consider this. While I am sure being a target of the LGBTQ+ interest group is uncomfortable, you owe it to the electorate to uphold their values.

On several occasions, members of this LGBTQ+ interest group have told Board Members to keep their Christian values to themselves, with the implication they have no place in the library. The Constitution of the United States of America provides Freedom of Religion and the practice thereof. A Christian worldview has as much right in the affairs of the library as does that of an Atheist or Agnostic! When the LGBTQ+ interest group makes an exclusionary statement like this, they are, in essence, saying we want our religion or worldview to hold privilege. This is patently hypocritical, illogical, and unconstitutional.

It is evident from listening to the comments and arguments of the LGBTQ+ interest group that they want the library to promote their beliefs and interests. For them, it is not about what is in the library but about promoting their beliefs and lifestyle. Their passion for promoting this lifestyle overrides all consideration for what is age-appropriate and the rights of parents to know and be involved in their children's education and development. I have not heard anyone argue that books that might appeal to LGBTQ+ should not be in the library. The concern is that they should be appropriately located, and the interests of parents should be guarded in the process. To a reasonable person, this is not unreasonable,

Do not be deceived; the issue is not access to information; it is about making the library a place that promotes the LGBTQ+ lifestyle. Being a minority does not entitle one to a more prominent spot, a larger megaphone, or special status. Such an approach will only lead to a parade of groups claiming they deserve special treatment and privilege, especially where this centers around lifestyle choices.

It is my hope and prayer that the Board will navigate a line through this storm of LGBTQ+ self-interest to a course that best serves the interest of the community, providing access but not promotion.

Sincerely,

Mike Aden
Maryville, IL

Report Covering February 2024

Kyla Waltermire, Executive Director

Building and Grounds Updates

- Johnson Control conducted preventative maintenance on the alarm system on February 12.
- A security camera was installed in the south gated area of the Collinsville Library on February 22.
- An appraisal of MVLD property by the LIRA insurance pool is scheduled for March 11.
- The Collinsville Library's front doors continue to be increasingly problematic in spite of efforts to repair the locking mechanisms. It may be necessary to pursue other options, such as a complete replacement of the locking mechanisms or replacing the doors in full.

Circulation and Collection Updates

- The MVLD libraries are helping Caseyville Library cardholders through approximately late May while the Caseyville Library is closed for construction. MVLD libraries are helping to place and fill holds, check items in and out, and create or renew Caseyville Library cardholder accounts.

Grant Updates

- ACT Community Action Grant –The bike rack was installed this month. Additionally, the library purchased a limited number of bike locks to be given away to bike riders in need of a way to secure their bikes to the rack. These locks are available at the Collinsville Library's main desk upon request. A reimbursement request for the project was submitted February 28.
- Ameren "Love Your Library" Grant – Completed.
- FY2024 IL Reading Council Grant – A reimbursement request was submitted and received in January. Preliminary data from the Children's Dyslexia Center were provided to the library.
- FY2023 Per Capita Grant – The MVLD was awarded \$48,794.48 for this grant, with eligible expenses being applied between July 1, 2023 and June 30, 2024.
- FY2024 Per Capita Grant - The application was submitted in December. No update.
- FY2024 PNG Grant –Activities are underway. The library received Q2 (Oct.-Dec. 2023) reimbursement.
- FY2025 PNG Grant – The grant application filing period is underway. I am working on the MVLD's application with input from relevant library staff.
- 2023 Thinking Money for Kids Program Kits – The MVLD has been awarded one of these kits. Kits will be distributed in summer 2024 to be used between Sept. 1, 2024 and Dec. 31, 2025.

Meetings, Outreach, and Professional Development

- February 1 – Covered CM's main desk (4.00 hours) and FC's desk (1.00 hour); attended SHARE Executive Council meeting
- February 2 – Covered CM's main desk (6.00 hours); met w/ a trustee; spoke w/ student journalist
- February 5 – Led ILA PPC meeting; attended ILA Advocacy meeting
- February 6 – Met w/ a trustee
- February 8 – Attended annual IHLS Member Day (7.00 hours CE); attended Collinsville Faith in Action meeting as library representative

- February 9 – Led staff training (2.50 hours CE); covered CM’s main desk (1.00 hour)
- February 12 & 27 – Taught Assistant Director Matt Harris how to run payroll
- February 12 – Completed onboarding paperwork with new Library Clerk
- February 14 – Met w/ Willoughby Farm and Great Rivers & Routes Tourism Bureau reps; met w/ programming staff re: 2024 summer reading program; met w/ a trustee
- February 16 – Met w/ Liberty National rep re: library’s enrollees
- February 20 – Attended and presented at Collinsville Chamber of Commerce meeting
- February 21 – Covered FC’s desk (3.50 hours); attended Libraries On The Go (Overdrive consortium) membership meeting
- February 22 – Assisted with opening FC
- February 23 – Covered FC’s desk (2.25 hours)
- February 28 – Met w/ patron interested in running a fundraiser for the MVLD
- February 29 – Covered CM’s main desk (2.00 hours)
- Weekly visits at the Collinsville Library from the CHS transitional students continue. This month the students helped to fill Easter eggs for the Fairmont City egg hunts.

Marketing and Promotions Updates

- Activities highlighted on social media included: remote-controlled paper airplanes, exploring the stars, engineering drones, and preparing for the eclipse (PNG Grant activities); Groundhog Day and American Artist watch parties; a kids Mardi Gras mask craft; sensory playtime; firefighter storytime with the Collinsville Fire Department; and the Friends of the Library book sale
- A virtual tour of the Blum House is now available on the library’s website at https://mvld.org/blum_map
- Spotlights on Collinsville history continue to be popular.
- New arrivals, giveaways, and information about library services continue to be promoted on social media.

Miscellaneous

- The Collinsville Library is assisting the Collinsville Parks and Recreations Department with their “Adventures of Collinsville’s Flat Stanley” scavenger hunt. Activity sheets can be picked up and returned to the library and to City Hall.

Program Updates and Other Dates of Note

- Library closed April 1 for Easter (observed)
- Upcoming highlights:
 - Voting for the Peep-O-Rama contest takes place March 20-27 in the Children’s Department and on the Collinsville Library’s Facebook page.

- Free AARP Tax Aide continues on Tuesdays and Wednesdays at 12:30-6:00 PM through April 13. Limited Saturdays are available. Call or visit the Fairmont City Library at 618-482-3966 to set up an appointment.
- The annual Fairmont City Easter parade and egg hunts takes place on March 23. The parade starts at 11:30 AM, with egg hunts for ages 2-3, 4-6, 7-10, and 11-14 at the Fairmont City Library after the parade. The Easter Bunny will be hopping around for pictures, and community vendors provide food and information about services.
- Drop-in kids' Easter crafts are available at both MVLD libraries the week of March 25-30.
- Thurs., March 28 at 6:00 PM in CM and Fri., March 29 at 4:00 PM in FC - Youth in grades 5-12 are invited to "Preparing for the Eclipse," a PNG Grant activity. In addition to learning what eclipses are and how to safely view the sun / solar eclipses, participants will build their own solar eclipse viewers and receive one set of eclipse glasses.
- Thurs., April 4 at Collinsville Library: Eclipse Movie Marathon. One set of free eclipse glasses to each participant.
- Fri., April 5 from 2:00 PM to 5:00 PM at Collinsville Library: DIY solar system jewelry for teens & adults.
- April 5-8 at both MVLD libraries: drop-in solar eclipse-themed crafts. Make a paper plate solar eclipse and take home an ultraviolet ray activity.
- Sat., April 13 at 2:00 PM at the Collinsville Library: Mermaid Family Storytime. Storytime starts at 2:00 and features mermaid stories, songs, and crafts. Mermaid Siren Saor will be available for photos after the storytime. Face painting available 1:00-2:00 PM and 3:00-4:00 PM.
- Check out these exciting upcoming *Illinois Libraries Present* events! These are online events and many, if not all, will be recorded. If you can't attend during the live event, sign up anyway so you'll receive the recording link.
 - Wed., March 20, 2024 @ 7:00 PM - "Ruth E. Carter: Interweaving Tradition and Imagination through Costume Design." Academy Award-winning costume designer Ruth E. Carter explores the passion that inspires her costume design pieces spanning from Spike Lee movies to Marvel's Wakanda. Register at: https://bit.ly/ILP_RuthCarter
 - Wed., April 3, 2024 @ 7:00 PM – "Dr. Temple Grandin: The Hidden Gifts of Visual Thinkers." Prominent speaker and professor Dr. Temple Grandin shares insights on the gifts of neurodiversity. Register at: bit.ly/ILP_TempleGrandin

Staff Updates

- Children's Librarian Theresa Beck and Program Coordinator Lee Friz will serve as judges for the statewide Letters About Literature contest. Judging takes place in March.
- Jo Doersam submitted her resignation effective March 11.
- Angel Fabian started training as a Level 2 Library Clerk on February 12.
- Interviews for the vacant Level 2 Library Clerk positions continue. There are two Level 2 vacancies to fill as a result of Doersam's resignation.

Statistical Summary

2/1/2024 12:00:00 AM - 2/29/2024 11:59:59 PM

Grand Totals

Record Counts - As of 3/11/2024 6:28 PM

	Bibs w/Items	Bibs w/o Items	Authority			
Global	1,620,368	47,116	768,255			
	Bibs w/Items	Items	Items Withdrawn	Patrons	Active Staff	Active Workstations
Branch Specific	72,337	76,192	0	18,123	32	27

Circulation Statistics

Check Outs	Borrowers	Check In	Overdue Items Checked In	Staff Overrides
7,174	1,006	5,381	1,008	0
Holds Placed	Holds Satisfied	Holds Cancelled		
2,195	2,494	404		

Records Added and Deleted

	Bibliographic	Authority	Items	Patrons
Added by Branch	15	0	272	60
Added by Other	n/a	n/a	n/a	n/a
Deleted by Branch	18	0	547	6
Deleted by Other	n/a	n/a	n/a	n/a

Financials

New Charges	Money Collected	Refunds	NET	Amounts Waived	Credits
\$3,921.94	\$151.55	\$0.00	\$151.55	\$2,733.87	\$0.10
Total Outstanding Fines - As of 3/11/2024 6:28 PM					\$134,088.20

PAC Statistics

Logins	Online Registrations	Holds Placed	Holds Cancelled
2,550	1	1,493	165

DATE	PROGRAM / EVENT / PROMOTION	# ATTENDED
February	Activity Packet	125
February	Coloring Pages	75
February	Computer handouts	60
2/1/24	Children's Free Tutoring	5
2/1/24	Fluid Dynamics in Flight-Teen PNG	11
2/2/24	Children's Free Tutoring	2
2/2/24	Groundhog's Day Watch Party	4
2/3/24	CR- Family Snowflake Snowdown Contest	3
2/5/24	Body Sculpting	6
2/6/24	Morning Yoga	7
2/6/24	Preschool Storytime	21
2/6/24	Children's Free Tutoring	2
2/6/24	A Conversation with Jerry Craft: From Mama's Boyz to New Kid and Beyond	2
2/7/24	Children's Baby Boogie Hugs and kisses Theme	30
2/7/24	3d Printer Night (Ciara)	1
2/7/24	Yoga Time!	8
2/8/24	Daytime Book Club	7
2/8/24	Weather Watch Party	12
2/8/24	Children's Free Tutoring	1
2/8/24	Children's Lego Building Challenge Club - Can you build a flower for a	11
2/9/24	Children's- Chinese New Year Craft	25
2/9/2024	Epilepsy Foundation Table	1
2/9/24	Children's Free Tutoring	3
2/10/24	Meditation at the Blum House	5
2/10/24	Cross Stitching Club (Leslee)	2
2/12/24	Children's Mardi Gras Mask Craft	30
2/12/24	Body Sculpting	6
2/13/24	Morning Yoga	9
2/13/24	Children's Preschool Storytime - Valentine Day Theme	21

2/13/24	Metro East Every Survivor Counts Table	13
2/13/24	Children's Free Tutoring	1
2/14/24	Children's Baby Boogie - Valentines Day Theme	27
2/14/24	Graphic Novel Club (Ciara)	1
2/14/24	Acoustic Jam with the Collinsville Ramblers	14
2/14/24	Yoga Time!	2
2/15/24	Children's Free Tutoring	1
2/15/24	Children's Sensory Play Night	24
2/15/24	Book and an Appetizer Club	12
2/15/24	Engineering Drones-Teen PNG (Lee)	5
2/16/24	Children's Free Tutoring	1
2/16/24	Bariatric Support Group	Canceled due to Weather
2/17/24	George Washington Watch Party	Canceled
2/17/2024	Basic Computer Class (Katy R.)	2
2/17/24	Meditation at the Blum House	Canceled due to Weather
2/17/24	Cross Stitching Club (Leslee)	2
2/17/2024	Children's Bird Feeders crafts	6
2/17/2024	History and Genealogy Club (Leslee)	5
2/20/24	Morning Yoga	9
2/20/24	Children's Preschool Storytime- Shadows and Shape Theme	28
2/20/2024	Children's Free Tutoring	1
2/20/24	Romance & Regency with Bridgerton's Julia Quinn: An "Illinois	2
2/21/24	Children's Baby Boogie Shadow and Shapes Theme	32
2/21/24	Open Gaming (Ciara)	0
2/21/24	Yoga Time!	7
2/22/24	Children's Free Tutoring	1
2/22/24	Family Evening Storytime - Snacks theme	13
2/23/24	Children's Free Tutoring	1
2/23/24	Children's Snack Craft- Marshmellow Pops	1

2/24/24	Meditation at the Blum House	8
2/24/24	Cross Stitching Club (Leslee)	2
2/26/24	Body Sculpting	5
2/27/24	Morning Yoga	11
2/27/24	Children's Preschool Storytime - Mail Theme	17
2/27/24	Children's Free Tutoring	2
2/28/24	Children's Baby Boogie - Mail Theme	24
2/28/24	Evening Book Club	6
2/28/24	Yoga Time!	9
2/29/24	Leap Year Craft- Leaping Frog Origami- Children's	4
2/29/24	Children's Free Tutoring	1
TOTAL		795
	Children Ages 0-5 Synchronous: 214 attendance, 9 events	
	Children Ages 0-5 Self-Directed: 75 attendance, 1 event	
	Children Ages 6-11 Synchronous: 49 attendance, 16 events	
	Children Ages 6-11 Self-Directed: 76 attendance, 6 events	
	Young Adults Ages 12- 18 Synchoronous: 18 attendance, 5 events	
	Young Adults Ages 12-18 Self-Directed: 0 attendance, 0 event	
	Adults Ages 19+ Synchronous: 153 attendance, 25 events	
	Adults Ages 19+ Self-Directed: 60 attendance, 1 event	
	General Interests Synchronous: 26 attendance, 3 events	
	General Interests Self-Directed: 125 attendance, 1 event	

Board Report March, 2024

Matthew Harris – Assistant Director – Fairmont City Library Center

Grants, awards, donations, and special stories:

The ESL classes offered through SWIC are still underway and continue to be popular. AARP has begun their free tax help programs at the library and have already helped over 80 individuals file their taxes. We are preparing for our Egg Hunts in March and have been busy preparing eggs for the event. We currently have 9 vendors confirmed to attend the event. We have started collecting donations for our “No Sale Yard Sale” event this summer.

Outreach and education:

February 12: Training with Kyla on MVLD payroll

February 12: Attended Decennial Committee and MVLD Board Meetings

February 13: Attended Latino Roundtable Meeting

February 27: Training with Kyla on MVLD payroll

February 27: Met with Telemundo St. Louis representative

Building and Grounds:

Zeke has continued the installation process of the security door.

Programming:

February (Mondays): Monday Fun-Days

February (Tuesdays/Wednesdays/Saturdays): Free AARP Tax Help

Stats:

January:

Days Open: 24

Door Count: 2277

Computer Users: 192

E-Book Questions: 0

Homebound Delivery: 1

DATE	PROGRAM / EVENT / PROMOTION	# ATTENDED
2/5/24	Kids Corner	8
2/5/24	Monday Funday	18
2/6/24	Conversation with Jerry Craft: From Mama's Boyz to New Kid and	2
2/7/24	Mondays Fun-Day- sugar cone bird feeders	6
2/7/24	American Artist Movie Watch Party and Paint-a-longt	1
2/7/24	Answers on Aging	0
2/9/24	Children's Chinese New Year Craft	2
2/10/24	Fluid Dynamics in Flight-Teen PNG	3
2/12/24	Kids Corner	5
2/12/24	Mondays Fun-Day- Mardi Gras Masks	9
2/13/24	AARP Free Tax Help	13
2/14/24	AARP Free Tax Help	14
2/14/24	Kids Corner	4
2/16/24	Metro East Every Survivor Counts Table	Canceled due to weather
2/16/24	Engineering Drones-Teen PNG (Lee)	Canceled due to weather
2/17/24	AARP Free Tax Help	2
2/20/24	AARP Free Tax Help	13
2/20/24	Romance & Regency with Bridgerton's Julia Quinn: An "Illinois	2
2/21/24	AARP Free Tax Help	12
2/21/24	Kids Corner	4
2/24/24	AARP Free Tax Help	8
2/24/24	FAFSA Assistance	3
2/26/24	Kids Corner	7
2/26/24	FAFSA Night	3
2/26/24	Mondays Fun-Day - Marshmellow Pop snacks	9
2/27/24	AARP Free Tax Help	11
2/28/24	AARP Free Tax Help	13
2/28/24	Kids Corner	3
2/29/24	Leap Year Craft- Leaping Frog Origami- Children's	4
2/29/24	Exploring the Stars-Teen PNG (Lee)	1
TOTAL		172
	Children Ages 0-5 Synchronous: 32 attendance, 6 events	
	Children Ages 0-5 Self-Directed: 0 attendance, 0 events	
	Children Ages 6-11 Synchronous: 42 attendance, 4 events	
	Children Ages 6-11 Self-Directed: 6 attendance, 2 event	
	Young Adults Ages 12- 18 Synchrononus: 4 attendance, 2 event	
	Young Adults Ages 12-18 Self-Directed: 8 attendance, 1 events	
	Adults Ages 19+ Synchronous: 96 attendance, 12 event	
	Adults Ages 19+ Self-Directed: 9 attendance, 1 events	
	General Interests Synchronous: 1 attendance, 1 event	
	General Interests Self-Directed: 0 attendance, 0 events	

6:31 PM

03/11/24

Accrual Basis

Mississippi Valley Library District
Expenses by Vendor Detail
February 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
AMEREN ILLINOIS								
Bill	02/12/2024		FCLC gas (01...	Natural Gas		Accounts Paya...	460.40	460.40
Bill	02/12/2024		FCLC electric ...	Electricity		Accounts Paya...	681.47	1,141.87
Bill	02/12/2024		CMLC gas (2...	Natural Gas		Accounts Paya...	726.95	1,868.82
Bill	02/12/2024		CMLC electric...	Electricity		Accounts Paya...	1,627.84	3,496.66
Bill	02/12/2024		CMLC outdoo...	Electricity		Accounts Paya...	33.95	3,530.61
Bill	02/12/2024		BH gas (83007)	Natural Gas		Accounts Paya...	432.63	3,963.24
Bill	02/12/2024		BH electric (1...	Electricity		Accounts Paya...	212.06	4,175.30
Bill	02/12/2024		indirect costs	FY2024 PNG Grant		Accounts Paya...	588.50	4,763.80
Total AMEREN ILLINOIS							4,763.80	4,763.80
American Express								
Bill	02/29/2024		Misc. office su...	Office		Accounts Paya...	602.50	602.50
Bill	02/29/2024		includes Squa...	Equipment		Accounts Paya...	4,834.08	5,436.58
Bill	02/29/2024		movies and vi...	Adult Audio Visual It...		Accounts Paya...	781.13	6,217.71
Bill	02/29/2024		board games ...	Other Materials		Accounts Paya...	111.50	6,329.21
Bill	02/29/2024		misc. progra...	Programming		Accounts Paya...	58.45	6,387.66
Bill	02/29/2024		nonfiction	Adult Print Materials		Accounts Paya...	26.99	6,414.65
Bill	02/29/2024		Acct 3-92001	Juvenile Print Items		Accounts Paya...	15.00	6,429.65
Bill	02/29/2024		VOIP service	Telephone/Fax		Accounts Paya...	30.00	6,459.65
Bill	02/29/2024		includes Prim...	Miscellaneous		Accounts Paya...	233.63	6,693.28
Bill	02/29/2024		monthly Zoom...	Other Professional ...		Accounts Paya...	15.99	6,709.27
Bill	02/29/2024		movies	Juvenile Audio Visu...		Accounts Paya...	101.39	6,810.66
Total American Express							6,810.66	6,810.66
Americom Imaging Systems Inc.								
Bill	02/06/2024		Monthly copie...	Equipment		Accounts Paya ...	496.20	496.20
Total Americom Imaging Systems Inc.							496.20	496.20
Americom Imaging Systems Inc. - Maint								
Bill	02/23/2024		Overages for ...	Equipment		Accounts Paya...	304.89	304.89
Total Americom Imaging Systems Inc. - Maint							304.89	304.89
Aqua Systems								
Bill	02/15/2024		Invoice # 233...	Office		Accounts Paya...	6.95	6.95
Bill	02/29/2024		Invoice # 234...	Office		Accounts Paya...	44.80	51.75
Total Aqua Systems							51.75	51.75
Blue Cross / Blue Shield								
Bill	02/23/2024		Health Insura...	Health/Dental Insura...		Accounts Paya...	7,335.90	7,335.90
Total Blue Cross / Blue Shield							7,335.90	7,335.90
Brady Pest and Termite Management								
Bill	02/21/2024		Bimonthly pes...	Grounds		Accounts Paya...	275.00	275.00
Total Brady Pest and Termite Management							275.00	275.00
Brian Brown								
Bill	02/22/2024		February 202...	Grounds		Accounts Paya...	435.00	435.00
Total Brian Brown							435.00	435.00
Buildingstars								
Bill	02/05/2024		Invoice # 339...	Building		Accounts Paya...	1,900.00	1,900.00
Bill	02/05/2024		Invoice # 339...	Building		Accounts Paya...	425.00	2,325.00
Bill	02/20/2024		Invoice # 339...	Building		Accounts Paya...	200.00	2,525.00
Total Buildingstars							2,525.00	2,525.00
Capital One								
Bill	02/23/2024		Misc. program...	Programming		Accounts Paya...	71.30	71.30
Total Capital One							71.30	71.30
Casey's General Store								
Check	02/01/2024		Gasoline	Vehicles		Checking	29.88	29.88
Total Casey's General Store							29.88	29.88
Center Point Large Print								
Bill	02/20/2024		standing orde...	Adult Print Materials		Accounts Paya...	147.42	147.42
Total Center Point Large Print							147.42	147.42
Centralia Regional Library District								
Bill	02/23/2024		Item # 30183...	Payments to Other L...		Accounts Paya...	25.99	25.99

6:31 PM

03/11/24

Accrual Basis

Mississippi Valley Library District
Expenses by Vendor Detail
February 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Total Centralia Regional Library District							25.99	25.99
Charter Communications								
Bill	02/23/2024		CM & FC fiber...	Internet Services		Accounts Paya...	772.00	772.00
Bill	02/23/2024		CM elevator e...	Telephone/Fax		Accounts Paya...	49.99	821.99
Total Charter Communications							821.99	821.99
Delta Dental								
Bill	02/20/2024		Dental Insura...	Health/Dental Insura...		Accounts Paya...	377.73	377.73
Total Delta Dental							377.73	377.73
Fairview Heights Public Library								
Bill	02/21/2024		Item # 00015...	Payments to Other L...		Accounts Paya...	13.98	13.98
Total Fairview Heights Public Library							13.98	13.98
First Data Global Leasing								
Check	02/08/2024		FC credit card...	Other Professional ...		Checking	39.98	39.98
Total First Data Global Leasing							39.98	39.98
Gallagher								
Bill	02/20/2024		Invoice # 501...	Liability & Building In...		Accounts Paya...	8.00	8.00
Total Gallagher							8.00	8.00
Globe Life								
Bill	02/23/2024		Supplemental...	Health/Dental Insura...		Accounts Paya...	198.02	198.02
Total Globe Life							198.02	198.02
Green Sky Cleaning Supply								
Bill	02/22/2024		toilet tissue; p...	Office		Accounts Paya...	371.09	371.09
Total Green Sky Cleaning Supply							371.09	371.09
Home Depot								
Check	02/01/2024		safety equipm...	Building		Checking	75.36	75.36
Check	02/08/2024		Cat6 supplies	Building		Checking	116.10	191.46
Check	02/12/2024		screwdriver & ...	Building		Checking	49.94	241.40
Check	02/13/2024		screws	Building		Checking	1.50	242.90
Check	02/20/2024		Cat6 cable pa...	Building		Checking	59.98	302.88
Check	02/26/2024		drill bit kit	Building		Checking	38.97	341.85
Total Home Depot							341.85	341.85
Illinois American Water								
Bill	02/26/2024		FCLC water 1...	Water/Sewer		Accounts Paya...	40.83	40.83
Total Illinois American Water							40.83	40.83
Illinois Heartland Library System								
Bill	02/12/2024		Invoice # 202...	FY2023 Per Capita ...		Accounts Paya...	308.99	308.99
Total Illinois Heartland Library System							308.99	308.99
Illinois Library Association								
Bill	02/05/2024		Reaching For...	FY2023 Per Capita ...		Accounts Paya...	720.00	720.00
Total Illinois Library Association							720.00	720.00
Illinois State Police								
Bill	02/12/2024		employee bac...	Miscellaneous		Accounts Paya...	20.00	20.00
Total Illinois State Police							20.00	20.00
INGRAM LIBRARY SERVICES								
Bill	02/08/2024		Invoice # 803...	Adult Print Materials		Accounts Paya...	597.55	597.55
Bill	02/08/2024		Invoice # 803...	Juvenile Print Items		Accounts Paya...	219.49	817.04
Bill	02/26/2024		Invoice # 806...	Adult Print Materials		Accounts Paya...	129.77	946.81
Total INGRAM LIBRARY SERVICES							946.81	946.81
Kane Consulting Group								
Bill	02/15/2024		Datto backup	Information Technol...		Accounts Paya...	325.00	325.00
Total Kane Consulting Group							325.00	325.00
KANOPY, INC.								
Bill	02/26/2024		Invoice # 390...	Virtual Items		Accounts Paya...	164.00	164.00

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Accrual Basis

Mississippi Valley Library District
Expenses by Vendor Detail
February 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Total KANOPY, INC.							164.00	164.00
Keil's Clock Shop								
Check	02/02/2024		grandfather cl...	Building		Checking	36.23	36.23
Total Keil's Clock Shop							36.23	36.23
Madison County Treasurer								
Deposit	02/06/2024		Deposit	Property Tax		General PI	-13,703.26	-13,703.26
Deposit	02/06/2024		Deposit	Building Maintenance		Building	-1,832.23	-15,535.49
Deposit	02/06/2024		Deposit	IMRF		IMRF	-636.47	-16,171.96
Deposit	02/06/2024		Deposit	Audit		Audit	-135.01	-16,306.97
Deposit	02/06/2024		Deposit	Liability Insurance		Insurance Fund	-945.04	-17,252.01
Deposit	02/06/2024		Deposit	FICA/Medicare		FICA	-867.91	-18,119.92
Deposit	02/27/2024		Deposit	Property Tax		General PI	-145.74	-18,265.66
Deposit	02/27/2024		Deposit	Building Maintenance		Building	-19.49	-18,285.15
Deposit	02/27/2024		Deposit	IMRF		IMRF	-6.77	-18,291.92
Deposit	02/27/2024		Deposit	Audit		Audit	-1.44	-18,293.36
Deposit	02/27/2024		Deposit	Liability Insurance		Insurance Fund	-10.06	-18,303.42
Deposit	02/27/2024		Deposit	FICA/Medicare		FICA	-9.23	-18,312.65
Total Madison County Treasurer							-18,312.65	-18,312.65
Metro East Sanitary District								
Bill	02/20/2024		FC water Jan...	Water/Sewer		Accounts Paya...	13.53	13.53
Total Metro East Sanitary District							13.53	13.53
Midwest Tape								
Bill	02/12/2024		Invoice # 504...	Juvenile Audio Visu...		Accounts Paya...	137.96	137.96
Bill	02/12/2024		Invoice # 505...	Juvenile Audio Visu...		Accounts Paya...	55.98	193.94
Bill	02/12/2024		Credit Memo ...	Juvenile Audio Visu...		Accounts Paya...	-18.99	174.95
Bill	02/29/2024		Invoice # 505...	Juvenile Audio Visu...		Accounts Paya...	27.99	202.94
Bill	02/29/2024		Invoice # 505...	Adult Audio Visual It...		Accounts Paya...	74.98	277.92
Total Midwest Tape							277.92	277.92
Niche Academy								
Bill	02/29/2024		Staff & patron...	FY2023 Per Capita ...		Accounts Paya...	2,100.00	2,100.00
Total Niche Academy							2,100.00	2,100.00
OverDrive								
Bill	02/06/2024		Invoice # 020...	FY2023 Per Capita ...		Accounts Paya...	461.88	461.88
Bill	02/06/2024		Invoice # 020...	FY2023 Per Capita ...		Accounts Paya...	2.99	464.87
Total OverDrive							464.87	464.87
Peerless Network, Inc.								
Bill	02/20/2024		CM monthly f...	Telephone/Fax		Accounts Paya...	123.52	123.52
Bill	02/20/2024		FC monthly fa...	Telephone/Fax		Accounts Paya...	64.40	187.92
Bill	02/20/2024		CM monthly f...	Telephone/Fax		Accounts Paya...	0.01	187.93
Total Peerless Network, Inc.							187.93	187.93
Popular Mechanics								
Bill	02/20/2024		Magazine - 2 ...	Adult Print Materials		Accounts Paya...	24.00	24.00
Total Popular Mechanics							24.00	24.00
Proquest								
Bill	02/27/2024		HeritageQues...	Online Databases		Accounts Paya...	1,060.93	1,060.93
Total Proquest							1,060.93	1,060.93
Quill LLC								
Bill	02/23/2024		Invoice # 372...	Office		Accounts Paya...	367.40	367.40
Total Quill LLC							367.40	367.40
Security Alarm								
Bill	02/26/2024		Security came...	Building		Accounts Paya...	1,214.00	1,214.00
Total Security Alarm							1,214.00	1,214.00
Times Tribune								
Bill	02/15/2024		1-year renewal	Adult Print Materials		Accounts Paya...	50.00	50.00
Total Times Tribune							50.00	50.00
TransFirst								
Check	02/10/2024		CM Credit car...	Other Professional ...		General PI	208.00	208.00

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Accrual Basis

Mississippi Valley Library District
Expenses by Vendor Detail
February 2024

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Total TransFirst							208.00	208.00
United States Postal Service								
Check	02/12/2024		ILLs	Postage		Checking	51.16	51.16
Check	02/21/2024		ILLs & stamps	Postage		Checking	288.38	339.54
Check	02/26/2024		ILLs	Postage		Checking	15.68	355.22
Total United States Postal Service							355.22	355.22
USAC BEAR payment								
Deposit	02/26/2024		funding year 2...	E-Rate		Checking	-5,375.00	-5,375.00
Total USAC BEAR payment							-5,375.00	-5,375.00
World Book Inc								
Bill	02/23/2024		2024 encyclo...	Adult Print Materials		Accounts Paya...	1,199.00	1,199.00
Total World Book Inc							1,199.00	1,199.00
TOTAL							11,842.44	11,842.44

Mississippi Valley Library District
Profit & Loss
February 2024

	Feb 24
Ordinary Income/Expense	
Income	
Taxes	
Audit	136.45
Building Maintenance	1,851.72
FICA/Medicare	877.14
IMRF	643.24
Liability Insurance	955.10
Property Tax	13,849.00
Total Taxes	18,312.65
Intergovernment Revenue	
E-Rate	5,375.00
Grants	
FY2024 PNG Grant	2,904.48
Other Grants	750.00
Total Grants	3,654.48
Total Intergovernment Revenue	9,029.48
Fines & Forfeitures	
Fines	10.00
Lost or Damaged Books/Inhouse	127.10
Total Fines & Forfeitures	137.10
Charges for Services	
Fax	292.16
Printing/Copying	1,031.57
Total Charges for Services	1,323.73
Other Revenues	
COBRA Reimbursements	1,393.20
Donations - Des & Undes	366.95
Sale of Items	356.24
Interest Income	3,579.53
Miscellaneous	0.88
Rental Income	
Collinsville Rooms	225.00
Blum House Rental	1,343.95
Total Rental Income	1,568.95
Total Other Revenues	7,265.75
Total Income	36,068.71
Gross Profit	36,068.71
Expense	
Personnel	
Benefits	
IL Unemployment Company	1,172.18
FICA Company	3,815.88
Health/Dental Insurance	545.97
Total Benefits	5,534.03
Salaries	
Full Time	40,527.57
Part time	9,531.45
Total Salaries	50,059.02
Total Personnel	55,593.05
Maintenance Services	

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Cash Basis

Mississippi Valley Library District
Profit & Loss
February 2024

	Feb 24
Building	2,903.08
Equipment	496.20
Grounds	710.00
Total Maintenance Services	4,109.28
Professional Services	
Payroll Service	511.94
Internet Services	772.00
Information Technology	4,794.48
Other Professional Services	247.98
Total Professional Services	6,326.40
Utilities	
Natural Gas	1,619.98
Telephone/Fax	237.92
Water/Sewer	13.53
Electricity	2,555.32
Total Utilities	4,426.75
Supplies	
Office	378.04
Postage	355.22
Total Supplies	733.26
Materials	
Virtual Items	278.00
Adult Print Materials	2,080.94
Juvenile Audio Visual Items	174.95
Juvenile Print Items	330.56
Total Materials	2,864.45
Other Expenditures	
Liability & Building Insurance	8.00
Vehicles	29.88
Miscellaneous	1,495.00
Programming	225.00
Grant Expenses	
FY2024 PNG Grant	588.50
FY2023 Per Capita Grant	1,493.86
Other Grants	3,409.30
Total Grant Expenses	5,491.66
Payments to Other Libraries	105.91
Total Other Expenditures	7,355.45
Total Expense	81,408.64
Net Ordinary Income	-45,339.93
Net Income	-45,339.93

Mississippi Valley Library District
Balance Sheet
As of February 29, 2024

	Feb 29, 24
ASSETS	
Current Assets	
Checking/Savings	
Working Cash	221,669.00
Checking	56,548.94
General PI	901,249.95
Audit	9,005.08
IMRF	71,441.72
Building	13,698.87
Insurance Fund	142,075.20
FICA	58,754.54
Reserve	38,039.96
Gift Fund	10,755.09
Total Checking/Savings	1,523,238.35
Other Current Assets	
Prepaid Insurance	17,255.45
Petty Cash	100.00
Total Other Current Assets	17,355.45
Total Current Assets	1,540,593.80
Other Assets	
Taxes Receivable	864,041.62
Total Other Assets	864,041.62
TOTAL ASSETS	2,404,635.42
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-13,326.30
Total Accounts Payable	-13,326.30
Other Current Liabilities	
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
Payroll Liabilities	
Garnishment	131.60
Liberty National	6,617.60
Net Pay Offset	883.10
Miscellaneous	-127.44
Fed Withhold	-208.00
II Withhold	-823.96
Direct Deposit	-190.69
IMRF - Payable	166,664.37
SUTA	4,101.99
Payroll Liabilities - Other	1,720.68
Total Payroll Liabilities	178,769.25
Total Other Current Liabilities	1,219,074.45
Total Current Liabilities	1,205,748.15
Total Liabilities	1,205,748.15
Equity	
Opening Bal Equity	14,039.26
Retained Earnings	839,957.03
Net Income	344,890.98

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Cash Basis

Mississippi Valley Library District

Balance Sheet

As of February 29, 2024

	Feb 29, 24
Total Equity	1,198,887.27
TOTAL LIABILITIES & EQUITY	2,404,635.42

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Accrual Basis

Mississippi Valley Library District FY2024 Gift Fund

Type	Date	Memo	Account	Class	Split	Amount	Balance
Jul '23 - Feb 24							
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
Transfer	08/03/2023	Funds Transfer	Gift Fund		Checking	-242.38	-292.92
Deposit	08/16/2023	Interest	Gift Fund	Gift	Interest Income	7.30	-285.62
Deposit	09/16/2023	Interest	Gift Fund	Gift	Interest Income	7.46	-278.16
Transfer	09/29/2023	Funds Transfer	Gift Fund		Checking	-39.98	-318.14
Deposit	10/16/2023	Interest	Gift Fund	Gift	Interest Income	6.74	-311.40
Deposit	11/14/2023	Deposit	Gift Fund		Donations - De...	1,095.00	783.60
Deposit	11/16/2023	Interest	Gift Fund	Gift	Interest Income	7.28	790.88
Transfer	11/22/2023	Funds Transfer	Gift Fund		Checking	-4,774.58	-3,983.70
Transfer	11/22/2023	reimb. for Tru...	Gift Fund		Building	-702.09	-4,685.79
Deposit	12/04/2023	Deposit	Gift Fund		Donations - De...	4,774.58	88.79
Deposit	12/13/2023	Deposit	Gift Fund		Donations - De...	200.00	288.79
Deposit	12/16/2023	Interest	Gift Fund	Gift	Interest Income	6.37	295.16
Transfer	12/20/2023	Funds Transfer	Gift Fund		Checking	-1,095.00	-799.84
Deposit	12/28/2023	Deposit	Gift Fund		Donations - De...	250.00	-549.84
Transfer	01/09/2024	Funds Transfer	Gift Fund		Checking	-450.62	-1,000.46
Deposit	01/16/2024	Interest	Gift Fund	Gift	Interest Income	6.74	-993.72
Deposit	02/16/2024	Interest	Gift Fund	Gift	Interest Income	25.05	-968.67
Deposit	02/21/2024	Deposit	Gift Fund		Donations - De...	100.00	-868.67
Jul '23 - Feb 24						-868.67	-868.67

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Cash Basis

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

	Jul '23 - Feb 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Taxes				
Audit	7,986.45	7,768.13	218.32	102.8%
Building Maintenance	108,384.32	103,575.02	4,809.30	104.6%
FICA/Medicare	51,339.95	52,823.26	-1,483.31	97.2%
IMRF	37,649.06	38,840.63	-1,191.57	96.9%
Liability Insurance	55,902.87	58,002.01	-2,099.14	96.4%
Property Tax	810,597.35	776,812.63	33,784.72	104.3%
Total Taxes	1,071,860.00	1,037,821.68	34,038.32	103.3%
Intergovernment Revenue				
E-Rate	9,551.00	20,000.00	-10,449.00	47.8%
TIF Funds	0.00	0.00	0.00	0.0%
Grants				
FY2024 PNG Grant	2,904.48	6,474.00	-3,569.52	44.9%
FY2023 Per Capita Grant	48,794.48	48,794.48	0.00	100.0%
FY2023 PNG Grant	2,572.05			
Other Grants	2,975.00	5,000.00	-2,025.00	59.5%
Total Grants	57,246.01	60,268.48	-3,022.47	95.0%
Replacement Tax	31,918.00	60,000.00	-28,082.00	53.2%
Total Intergovernment Revenue	98,715.01	140,268.48	-41,553.47	70.4%
Fines & Forfeitures				
Fines	367.79	500.00	-132.21	73.6%
Lost or Damaged Books/Inhouse	1,658.25	1,800.00	-141.75	92.1%
Total Fines & Forfeitures	2,026.04	2,300.00	-273.96	88.1%
Charges for Services				
Fax	2,271.81	3,350.00	-1,078.19	67.8%
Non-resident Fees	0.00	81.00	-81.00	0.0%
Printing/Copying	6,780.03	9,100.00	-2,319.97	74.5%
Total Charges for Services	9,051.84	12,531.00	-3,479.16	72.2%
Other Revenues				
COBRA Reimbursements	11,145.60	16,720.00	-5,574.40	66.7%
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	15,000.00	15,001.00	-1.00	100.0%
Donations - Des & Undes	8,465.38	20,000.00	-11,534.62	42.3%
Sale of Items	3,071.46	3,750.00	-678.54	81.9%
Reimbursements Other libraries	926.31	1,300.00	-373.69	71.3%
Interest Income	10,845.83	9,000.00	1,845.83	120.5%
Miscellaneous	499.93	2,500.00	-2,000.07	20.0%
Rental Income				
FC Rooms	50.00	100.00	-50.00	50.0%
FC Pavilion	550.00	100.00	450.00	550.0%
Collinsville Rooms	1,350.00	1,600.00	-250.00	84.4%
Blum House Rental	9,535.20	12,500.00	-2,964.80	76.3%
Total Rental Income	11,485.20	14,300.00	-2,814.80	80.3%
Total Other Revenues	61,439.71	95,771.00	-34,331.29	64.2%
Total Income	1,243,092.60	1,288,692.16	-45,599.56	96.5%
Gross Profit	1,243,092.60	1,288,692.16	-45,599.56	96.5%
Expense				
Personnel				
Benefits				
IL Unemployment Company	4,004.07	8,100.00	-4,095.93	49.4%
FICA Company	32,414.07	55,200.00	-22,785.93	58.7%
Health/Dental Insurance	54,312.83	97,000.00	-42,687.17	56.0%
IMRF	52,228.85	92,000.00	-39,771.15	56.8%
Total Benefits	142,959.82	252,300.00	-109,340.18	56.7%
Salaries				
Full Time	327,953.59	501,500.00	-173,546.41	65.4%
Part time	97,215.19	200,900.00	-103,684.81	48.4%
Total Salaries	425,168.78	702,400.00	-277,231.22	60.5%

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Cash Basis

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

	Jul '23 - Feb 24	Budget	\$ Over Budget	% of Budget
Total Personnel	568,128.60	954,700.00	-386,571.40	59.5%
Maintenance Services				
Building	92,916.33	120,000.00	-27,083.67	77.4%
Equipment	5,974.06	10,000.00	-4,025.94	59.7%
Grounds	9,715.16	11,000.00	-1,284.84	88.3%
Total Maintenance Services	108,605.55	141,000.00	-32,394.45	77.0%
Professional Services				
Publishing	1,182.60	600.00	582.60	197.1%
Payroll Service	2,594.68	4,100.00	-1,505.32	63.3%
SHARE Membership	0.00	0.00	0.00	0.0%
OCLC Interlibrary Loan	0.00	0.00	0.00	0.0%
Internet Services	6,819.30	9,300.00	-2,480.70	73.3%
Information Technology	31,865.61	55,000.00	-23,134.39	57.9%
Audit	8,360.00	8,300.00	60.00	100.7%
Legal Service	1,040.00	3,000.00	-1,960.00	34.7%
Other Professional Services	1,945.62	3,600.00	-1,654.38	54.0%
Total Professional Services	53,807.81	83,900.00	-30,092.19	64.1%
Professional Development				
Dues	170.00	600.00	-430.00	28.3%
Training/Tuition	0.00	1,000.00	-1,000.00	0.0%
Travel Expenses	1,220.81	1,200.00	20.81	101.7%
Total Professional Development	1,390.81	2,800.00	-1,409.19	49.7%
Utilities				
Natural Gas	4,012.74	9,750.00	-5,737.26	41.2%
Telephone/Fax	2,073.09	3,600.00	-1,526.91	57.6%
Water/Sewer	1,797.58	3,000.00	-1,202.42	59.9%
Electricity	32,812.48	56,000.00	-23,187.52	58.6%
Total Utilities	40,695.89	72,350.00	-31,654.11	56.2%
Supplies				
Equipment	1,888.58	10,000.00	-8,111.42	18.9%
Office	7,056.76	11,000.00	-3,943.24	64.2%
Postage	2,624.77	4,200.00	-1,575.23	62.5%
Total Supplies	11,570.11	25,200.00	-13,629.89	45.9%
Materials				
Other Materials	809.86	1,250.00	-440.14	64.8%
Virtual Items	2,324.74	5,000.00	-2,675.26	46.5%
Adult Audio Visual Items	7,084.76	11,000.00	-3,915.24	64.4%
Adult Print Materials	16,497.02	27,000.00	-10,502.98	61.1%
Juvenile Audio Visual Items	1,496.93	2,000.00	-503.07	74.8%
Juvenile Print Items	2,462.16	4,500.00	-2,037.84	54.7%
Online Databases	3,284.00	11,000.00	-7,716.00	29.9%
Total Materials	33,959.47	61,750.00	-27,790.53	55.0%
Other Expenditures				
Liability & Building Insurance	24,766.48	30,000.00	-5,233.52	82.6%
Vehicles	3,511.90	12,500.00	-8,988.10	28.1%
Miscellaneous	4,168.53	2,750.00	1,418.53	151.6%
Programming	2,849.44	5,000.00	-2,150.56	57.0%
Donation Expenditures - Des.	7,340.53	6,000.00	1,340.53	122.3%
Grant Expenses				
FY2024 PNG Grant	3,492.98	6,474.00	-2,981.02	54.0%
FY2023 Per Capita Grant	28,057.32	48,794.48	-20,737.16	57.5%
Other Grants	4,934.11	3,000.00	1,934.11	164.5%
Total Grant Expenses	36,484.41	58,268.48	-21,784.07	62.6%
Payments to Other Libraries	922.09	1,600.00	-677.91	57.6%
Total Other Expenditures	80,043.38	116,118.48	-36,075.10	68.9%
Total Expense	898,201.62	1,457,818.48	-559,616.86	61.6%
Net Ordinary Income	344,890.98	-169,126.32	514,017.30	-203.9%
Net Income	344,890.98	-169,126.32	514,017.30	-203.9%

Mississippi Valley Library District Profit & Loss Prev Year Comparison

July 1, 2023 through March 11, 2024

	Jul 1, '23 - Mar 11, 24	Jul 1, '22 - Mar 11, 23	\$ Change	% Change
Ordinary Income/Expense				
Income				
Taxes				
Audit	8,008.21	4,900.66	3,107.55	63.4%
Building Maintenance	108,679.65	91,160.78	17,518.87	19.2%
FICA/Medicare	51,479.84	44,110.17	7,369.67	16.7%
IMRF	37,751.65	36,758.16	993.49	2.7%
Liability Insurance	56,055.20	92,140.93	-36,085.73	-39.2%
Property Tax	812,806.09	735,168.15	77,637.94	10.6%
Total Taxes	1,074,780.64	1,004,238.85	70,541.79	7.0%
Intergovernment Revenue				
E-Rate	9,551.00	14,633.69	-5,082.69	-34.7%
Grants				
FY2024 PNG Grant	2,904.48	0.00	2,904.48	100.0%
FY2023 Per Capita Grant	48,794.48	0.00	48,794.48	100.0%
FY2023 Penny Sevens Grant	0.00	2,814.75	-2,814.75	-100.0%
FY2023 PNG Grant	2,572.05	9,952.51	-7,380.46	-74.2%
FY2022 Per Capita Grant	0.00	48,794.48	-48,794.48	-100.0%
FY2022 PNG Grant	0.00	8,034.51	-8,034.51	-100.0%
Other Grants	2,975.00	0.00	2,975.00	100.0%
Total Grants	57,246.01	69,596.25	-12,350.24	-17.8%
Replacement Tax	45,120.86	61,808.01	-16,687.15	-27.0%
Total Intergovernment Revenue	111,917.87	146,037.95	-34,120.08	-23.4%
Fines & Forfeitures				
Fines	376.29	316.69	59.60	18.8%
Lost or Damaged Books/Inhouse	1,698.00	978.25	719.75	73.6%
Total Fines & Forfeitures	2,074.29	1,294.94	779.35	60.2%
Charges for Services				
Fax	2,433.45	2,101.80	331.65	15.8%
Non-resident Fees	0.00	87.00	-87.00	-100.0%
Printing/Copying	7,260.78	6,081.22	1,179.56	19.4%
Total Charges for Services	9,694.23	8,270.02	1,424.21	17.2%
Other Revenues				
COBRA Reimbursements	11,145.60	0.00	11,145.60	100.0%
Property License Agreements	15,000.00	15,000.00	0.00	0.0%
Donations - Des & Undes	8,734.62	17,129.63	-8,395.01	-49.0%
Sale of Items	3,286.06	2,650.20	635.86	24.0%
Online Sales	0.00	31.27	-31.27	-100.0%
Reimbursements Other libraries	926.31	1,034.28	-107.97	-10.4%
Interest Income	10,845.83	5,084.23	5,761.60	113.3%
Miscellaneous	499.93	2,071.00	-1,571.07	-75.9%
Rental Income				
FC Rooms	50.00	0.00	50.00	100.0%
FC Pavilion	550.00	0.00	550.00	100.0%
Collinsville Rooms	1,425.00	1,020.00	405.00	39.7%
Blum House Rental	10,235.20	8,500.00	1,735.20	20.4%
Total Rental Income	12,260.20	9,520.00	2,740.20	28.8%
Total Other Revenues	62,698.55	52,520.61	10,177.94	19.4%
Total Income	1,261,165.58	1,212,362.37	48,803.21	4.0%
Gross Profit	1,261,165.58	1,212,362.37	48,803.21	4.0%
Expense				
Personnel				
Benefits				
IL Unemployment Company	4,555.60	1,268.86	3,286.74	259.0%
FICA Company	34,291.82	31,954.84	2,336.98	7.3%
Health/Dental Insurance	61,831.86	45,063.08	16,768.78	37.2%
IMRF	58,354.70	50,327.45	8,027.25	16.0%
Total Benefits	159,033.98	128,614.23	30,419.75	23.7%
Salaries				
Full Time	347,600.68	319,421.63	28,179.05	8.8%
Part time	102,203.13	100,069.08	2,134.05	2.1%
Total Salaries	449,803.81	419,490.71	30,313.10	7.2%
Total Personnel	608,837.79	548,104.94	60,732.85	11.1%
Maintenance Services				
Building	94,130.33	45,709.11	48,421.22	105.9%
Equipment	6,278.95	7,160.55	-881.60	-12.3%
Grounds	9,715.16	5,905.00	3,810.16	64.5%
Total Maintenance Services	110,124.44	58,774.66	51,349.78	87.4%
Professional Services				
Publishing	1,182.60	492.80	689.80	140.0%
Payroll Service	2,676.03	2,534.80	141.23	5.6%

Mississippi Valley Library District Profit & Loss Prev Year Comparison

Cash Basis

July 1, 2023 through March 11, 2024

	Jul 1, '23 - Mar 11, 24	Jul 1, '22 - Mar 11, 23	\$ Change	% Change
Internet Services	7,591.30	6,789.93	801.37	11.8%
Information Technology	31,865.61	40,520.11	-8,654.50	-21.4%
Audit	8,360.00	8,200.00	160.00	2.0%
Legal Service	1,040.00	1,900.00	-860.00	-45.3%
Other Professional Services	2,000.61	2,626.84	-626.23	-23.8%
Total Professional Services	54,716.15	63,064.48	-8,348.33	-13.2%
Professional Development				
Dues	170.00	319.64	-149.64	-46.8%
Travel Expenses	1,220.81	855.98	364.83	42.6%
Total Professional Development	1,390.81	1,175.62	215.19	18.3%
Utilities				
Natural Gas	4,012.74	5,509.16	-1,496.42	-27.2%
Telephone/Fax	2,153.08	2,441.02	-287.94	-11.8%
Water/Sewer	1,838.41	1,947.96	-109.55	-5.6%
Electricity	32,812.48	38,239.61	-5,427.13	-14.2%
Total Utilities	40,816.71	48,137.75	-7,321.04	-15.2%
Supplies				
Equipment	6,722.66	9,982.63	-3,259.97	-32.7%
Office	8,071.46	7,628.28	443.18	5.8%
Postage	2,624.77	2,945.40	-320.63	-10.9%
Total Supplies	17,418.89	20,556.31	-3,137.42	-15.3%
Materials				
Other Materials	921.36	320.00	601.36	187.9%
Virtual Items	2,488.74	2,197.18	291.56	13.3%
Adult Audio Visual Items	7,940.87	7,325.77	615.10	8.4%
Adult Print Materials	17,852.78	18,365.19	-512.41	-2.8%
Juvenile Audio Visual Items	1,626.31	1,106.99	519.32	46.9%
Juvenile Print Items	2,477.16	2,630.17	-153.01	-5.8%
Online Databases	4,344.93	9,676.38	-5,331.45	-55.1%
Total Materials	37,652.15	41,621.68	-3,969.53	-9.5%
Other Expenditures				
Liability & Building Insurance	24,766.48	27,211.72	-2,445.24	-9.0%
Vehicles	3,511.90	959.17	2,552.73	266.1%
Miscellaneous	4,402.16	2,365.48	2,036.68	86.1%
Programming	2,979.19	1,946.63	1,032.56	53.0%
Donation Expenditures - Des.	7,340.53	3,707.70	3,632.83	98.0%
Grant Expenses				
FY2024 PNG Grant	3,492.98	0.00	3,492.98	100.0%
FY2023 Per Capita Grant	30,157.32	0.00	30,157.32	100.0%
FY2023 Penny Severns Grant	0.00	3,448.75	-3,448.75	-100.0%
FY2023 PNG Grant	0.00	10,611.17	-10,611.17	-100.0%
FY2022 Per Capita Grant	0.00	48,295.48	-48,295.48	-100.0%
FY2022 PNG Grant	0.00	480.37	-480.37	-100.0%
Other Grants	4,934.11	0.00	4,934.11	100.0%
Total Grant Expenses	38,584.41	62,835.77	-24,251.36	-38.6%
Payments to Other Libraries	948.08	587.53	360.55	61.4%
Total Other Expenditures	82,532.75	99,614.00	-17,081.25	-17.2%
Total Expense	953,489.69	881,049.44	72,440.25	8.2%
Net Ordinary Income	307,675.89	331,312.93	-23,637.04	-7.1%
Net Income	307,675.89	331,312.93	-23,637.04	-7.1%

DRAFT EMPLOYEE DISCIPLINE AND SEPARATIONS POLICIES

Presented February 12, 2024

Revised and Presented March 18, 2024

KEY:

Bolded = new wording

~~Strikethrough~~ = removed wording

6.5 ~~Disciplinary Actions~~ **Employee Discipline**

6.5.1 PURPOSE

It is expected that employees maintain high quality service in the performance of their job duties. Failure to do so may subject an employee to disciplinary action. Although the immediate purpose of disciplinary action is to correct unacceptable behavior(s), it is also intended that discipline be viewed as an opportunity to help employees strengthen their work performance and achieve personal growth in the work environment.

6.5.2 DISCIPLINARY ACTIONS

Should performance, work habits, conduct, or demeanor become unsatisfactory in the judgment of the Library, as based on violations of Library policies, procedures, rules, or regulations, an employee may be subject to disciplinary actions as outlined below.

The discipline administered will depend on the circumstances in each case. The Library is not necessarily required to go through the entire disciplinary action process. Depending on the severity of the employee's behavior, discipline may begin at any step, including immediate termination. The disciplinary action process and failure to follow the process in every situation do not in any way create a contractual right to continued employment.

- **Initial Warning** - An initial warning may be given for relatively minor infractions. The warning may be verbal or in writing, such as via email.
- **Written Warning / Write-Up** - A written warning, also known as a write-up, constitutes a formal reprimand. A write-up may be issued by the Executive Director and/or Assistant Director after an initial warning if the employee fails to correct their behavior, or in lieu of an initial warning if the employee's behavior is more severe than applies to an initial warning. The write-up will detail the reason(s) for the action and, when appropriate, the results of any inquiry or investigation of the incident. A copy of the write-up will be placed in the employee's personnel file and a copy will be provided to the employee. The employee may submit a written response to

be added to the employee's personnel file.

- **Suspension Without Pay** - At the discretion of the Executive Director, an employee may be placed on suspension without pay in order to investigate an infraction for which an employee may face termination. The reason(s) for such action will be detailed in writing and, when appropriate, include the details of any inquiry or investigation of the incident. A copy of the suspension action will be placed in the employee's personnel file and a copy will be provided to the employee. The employee may submit a written response to be added to the employee's personnel file.
- **Termination** - This form of disciplinary action results in permanent separation from Library employment. The Executive Director may terminate the employment of an employee for serious misconduct, incompetence, or failure to perform duties in a satisfactory manner. The reason(s) for such action will be detailed in writing. A copy of the termination action will be placed in the employee's personnel file and a copy will be provided to the employee.

6.5.3 GRIEVANCES

An employee who believes that disciplinary action taken against them is inappropriate for the nature of the issue leading to said disciplinary action may choose to implement the Library's grievance policy (6.7 GRIEVANCE POLICY).

Reviewed and Approved 1/22/2018. Revised 3/18/2024.

6.5.1 Disciplinary Probation

~~An employee who receives a poor performance evaluation at any time after the initial probationary period may be placed on disciplinary probation. This probationary period will last for a minimum of three months and will not exceed six months. Anytime during disciplinary probation a decision may be made to take the employee off probation or dismiss the employee.~~

~~Reviewed and Approved, 1/22/2018~~

6.5.2 Suspension

~~An employee charged with an offense that might require dismissal for cause may be suspended without pay pending the outcome of an investigation. If the employee is cleared by investigation, restitution of unpaid salary will be made.~~

~~Reviewed and Approved, 1/22/2018~~

6.6 Separations

Upon separation from employment, ~~all employees are required to return Library keys and any Library property that might be in their possession~~ **responsible for the return of all Library property in their possession, including but not limited to building keys, name badges, and technological equipment. Failure to return Library property is a crime and could result in legal action.** Library materials checked out on an individual's personal Library account are not subject to early return.

Employees separating from Library employment and who have accrued and unused vacation leave shall be monetarily reimbursed for such accrued and unused vacation leave at their final regular rate of pay.

Reviewed and Approved, 1/22/2018. **Revised 3/18/2024.**

6.6.1 Resignation

Employees resigning their position should notify the Executive Director in writing, including their anticipated last day of work. A minimum of two weeks written notice is customary for support staff, and four weeks written notice for professional staff is preferred. Failure to give proper notice will be recorded in the employee's personnel file.

Reviewed and Approved, 1/22/2018

6.6.2 ~~Dismissal~~ Termination

See Policy 6.5.2 DISCIPLINARY ACTIONS regarding termination.

~~The employment relationship may be terminated at any time by the Executive Director. When desirable, the administration and the employee may mutually agree on separation of employment. If a staff member fails to perform adequately or does not respond to corrective job instructions or disciplinary measures the employee may be dismissed. Instances of serious misconduct will result in immediate dismissal.~~

Reviewed and Approved, 1/22/2018. **Revised 3/18/2024.**

6.6.3 Retirement

Retirement from the Mississippi Valley Library District is governed by the retirement rules of the Illinois Municipal Retirement Fund and the Social Security Administration. ~~Unused vacation and sick leave will be paid to the employee at the time of retirement.~~

Reviewed and Approved, 1/22/2018. **Revised 3/18/2024.**



Madison County Government
Community Development

157 N. Main St., Suite 312 · Edwardsville, IL 62025-1636
Phone (618) 692-4247 · Fax (618) 692-7022

Kurt Prenzler, CPA
County Board Chairman

Mississippi Valley Library
Kyla Waltermire, Executive Director
408 West Main Street
Collinsville, IL 62234

Dear Director Waltermire,

I am writing you a letter to relay some information about the Madison County Discovery Enterprise Zone and to request your support of an exciting, potential new project in Collinsville seeking the Property Tax Abatement incentive available through the Zone.

On January 1, 2016 the Illinois Department of Commerce & Economic Opportunity (DCEO) certified the Madison County Discovery Enterprise Zone. This Zone includes and is managed by the municipalities of Highland, St. Jacob, Troy, Maryville, Glen Carbon, Collinsville, and Madison County.

In 2020, an amendment was made to the Zone that modified and expanded incentives to include the use of Property Tax Abatement as an incentive within the Zone subject to any taxing district passing a separate ordinance or resolution allowing such. The abatement for the first seven years is on 100% of the assessed value of the improvements, 70% of the assessed value in year 8, 40% in year 9, and 10% of the assessed value of the improvements in year 10.

The goal of the Madison County Discovery Enterprise Zone is to stimulate economic growth and neighborhood revitalization at the local level. Expansion of the industrial and commercial base is vital to the long-term economic health of our communities. Creation and retention of jobs within these areas is also a priority to area leaders.

Contegra Construction Co. has submitted a request for economic development incentives through the Madison County Discovery Enterprise Zone for potential development of a 20,000 square foot office building and 80,000 square foot office/warehouse. The office building would be the new location of BHMGE Engineers, who are based out of St. Louis and currently leasing office space in Collinsville. Currently BHMGE has 35 employees in its Collinsville office, with projected employment at the future office development of 70-80 employees. It is proposed that BHMGE would occupy the 20,000 square foot office space, with a future tenant occupying the 80,000 square foot office/warehouse. Significant investment would occur in the development of both facilities, which would total approximately \$15 million. The site is located within the Discovery Enterprise Zone just outside of the corporate boundaries of the City of Collinsville (Exhibit A). The site would be annexed into the City prior to development.

The development of the project would create significant property tax revenues for the associated taxing districts. Table A outlines the projected property tax revenues generated by the development over a 20-year period. The full projections for the project, showing an annual breakdown for all associated taxing districts, are attached as Exhibit B.

TABLE A - 20-YEAR PROPERTY TAX REVENUES

TAXING DISTRICT	NO PROJECT ¹	WITH PROJECT ²	PROJECT IMPACT
COLLINSVILLE CU #10	\$0	\$1,796,000	\$1,796,000
CITY OF COLLINSVILLE	\$2,000	\$273,000	\$271,000
MADISON COUNTY	\$830	\$204,280	\$203,450
SW IL COLLEGE #522	\$740	\$178,260	\$177,520
METRO EAST SANITARY	\$600	\$155,210	\$154,610
COLLINSVILLE ROAD	\$580	\$127,200	\$126,620
COLLINSVILLE AREA RECR.	\$400	\$90,140	\$89,740
MISS VALLEY LIBRARY	\$400	\$81,140	\$80,740
COLLINSVILLE TOWNSHIP	\$200	\$58,070	\$57,870
Total Property Taxes Paid	\$13,650	\$2,962,700	\$2,949,050
Total Property Taxes Abated	\$0	\$1,853,000	\$1,853,000

¹Tax Code 094 - #10; STATE PARK FIRE; MES, 2022 tax rate.

²Tax Code 931 - #10; COLLINSVILLE CITY; MES, 2022 tax rate.

Projections assume tax rate remains constant.

Enclosed please find a sample Tax Abatement Resolution for consideration to be passed at your next Board meeting.

The proposed development would not be able to occur but for the use of both the state-level incentives and the property tax abatement, and as such the developer is requesting approval from the local taxing districts to be able to fully utilize the benefits offered by the Enterprise Zone.

If you have any questions as it relates to the Madison County Discovery Enterprise Zone, you can contact me at 618-296-4247.

If you have any questions pertaining to the project, you may contact Moran Economic Development at 618-307-9100.

With your support, we believe that this project will encourage economic growth and bring new jobs to benefit the City, County and your Taxing District.

Sincerely,

Holly Klausing
Madison County Discovery Enterprise Zone Administrator

Enclosure: Sample Resolution

Exhibit A

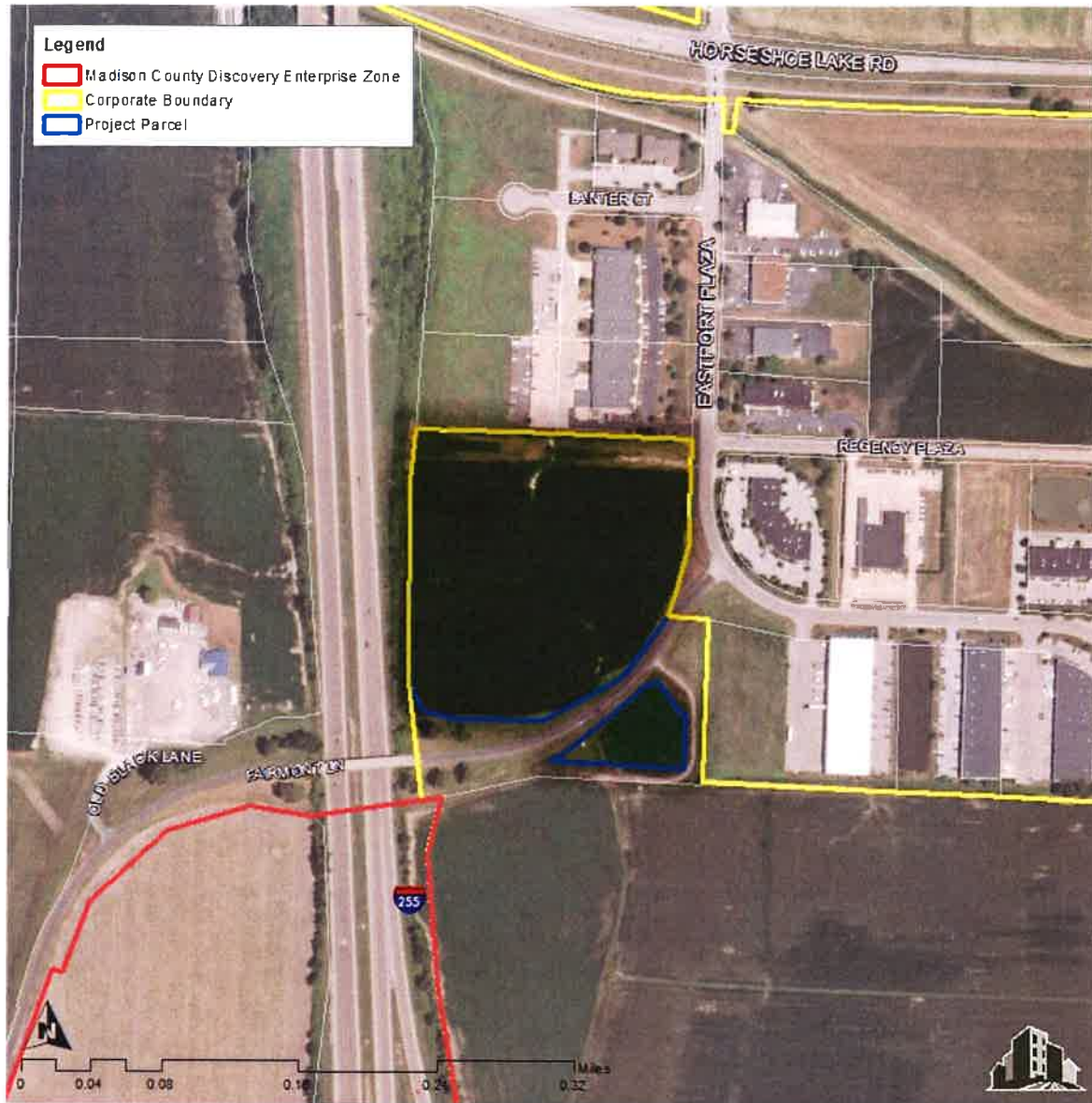


Exhibit B

PROPERTY TAX PROJECTIONS (NO PROJECT)

EASTPORT PLAZA DR

Total Market Value		\$24,660										
Total Assessed Value ¹		\$8,220										
Multiplier		1.01										
Year		1	2	3	4	5	6	7	8	9	10	TOTAL
Market Value		\$24,700	\$24,900	\$25,100	\$25,400	\$25,700	\$26,000	\$26,300	\$26,600	\$26,900	\$27,200	
Assessed Value		\$8,200	\$8,300	\$8,400	\$8,500	\$8,600	\$8,700	\$8,800	\$8,900	\$9,000	\$9,100	
Property Tax Abatement		0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
Collinsville CU #10		\$300	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$7,900
State Park Fire		0.5098%	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$860
Madison County		0.4809%	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$830
SW IL College #522		0.4186%	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$740
Metro East Sanitary		0.3653%	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$600
Collinsville Road		0.3019%	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$580
Collinsville Area Recr.		0.2125%	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$400
Miss Valley Library		0.1879%	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$400
Collinsville Township		0.1315%	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$200
Property Taxes Paid ²		\$510	\$620	\$630	\$630	\$630	\$630	\$630	\$640	\$650	\$660	
Property Taxes Abated		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Market Value		\$27,500	\$27,800	\$28,100	\$28,400	\$28,700	\$29,000	\$29,300	\$29,600	\$29,900	\$30,200	
Assessed Value		\$9,200	\$9,300	\$9,400	\$9,500	\$9,600	\$9,700	\$9,800	\$9,900	\$10,000	\$10,100	
Property Tax Abatement		0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
Collinsville CU #10		\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$7,900
State Park Fire		0.5098%	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$860
Madison County		0.4809%	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$830
SW IL College #522		0.4186%	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$740
Metro East Sanitary		0.3653%	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$600
Collinsville Road		0.3019%	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$580
Collinsville Area Recr.		0.2125%	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$400
Miss Valley Library		0.1879%	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$400
Collinsville Township		0.1315%	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$200
Property Taxes Paid ²		\$620	\$630	\$640	\$640	\$650	\$660	\$670	\$680	\$690	\$700	
Property Taxes Abated		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

¹Total 2022 Equalized Assessed Value of Existing Property

²Tax Code 094 - #10; STATE PARK FIRE; MES, 2022 Tax Rate. Projections assume tax rate remains the same.



PROPERTY TAX ABATEMENT PROJECTIONS
DISCOVERY ENTERPRISE ZONE
 BHMG ENGINEERS/CONTEGRA CONSTRUCTION
 EASTPORT PLAZA DR

Estimated Market Value Increase	\$9,366,000
Estimated Assessed Value Increase	\$3,122,000
Existing Market Value	\$24,660
Existing Assessed Value	\$8,220
Total Market Value	\$9,391,000
Total Assessed Value ¹	\$3,130,000
Multiplier	1.01

	1	2	3	4	5	6	7	8	9	10
Total Market Value	\$9,391,000	\$9,485,000	\$9,580,000	\$9,676,000	\$9,773,000	\$9,871,000	\$9,970,000	\$10,070,000	\$10,171,000	\$10,273,000
Total EAV	\$3,130,333	\$3,161,667	\$3,193,333	\$3,225,333	\$3,257,667	\$3,290,333	\$3,323,333	\$3,356,667	\$3,390,333	\$3,424,333
Base EAV	\$8,260	\$8,300	\$8,300	\$8,500	\$8,600	\$8,700	\$8,800	\$8,900	\$9,000	\$9,100
Total EAV Increment	\$3,122,133	\$3,153,367	\$3,184,933	\$3,216,833	\$3,249,067	\$3,281,633	\$3,314,533	\$3,347,767	\$3,381,333	\$3,415,233
Property Tax Abatement	100%	100%	100%	100%	100%	100%	100%	70%	40%	10%
COLLINSVILLE CU #10	\$300	\$400	\$400	\$400	\$400	\$400	\$400	\$43,000	\$86,000	\$131,000
CITY OF COLLINSVILLE	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$13,000	\$26,000	\$39,000
MADISON COUNTY	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$5,000	\$10,000	\$15,000
SW IL COLLEGE #522	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$4,000	\$8,000	\$12,000
METRO EAST SANITARY	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$4,000	\$8,000	\$12,000
COLLINSVILLE ROAD	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$2,000	\$4,000	\$6,000
COLLINSVILLE AREA RECR.	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$2,000	\$4,000	\$6,000
MISS VALLEY LIBRARY	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$2,000	\$4,000	\$6,000
COLLINSVILLE TOWNSHIP	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$1,000	\$2,000	\$3,000
Property Taxes Paid²	\$570	\$680	\$690	\$690	\$690	\$690	\$690	\$71,000	\$142,000	\$215,000
Property Taxes Abated	\$218,000	\$220,000	\$222,000	\$224,000	\$227,000	\$229,000	\$231,000	\$164,000	\$94,000	\$24,000
Total Market Value	\$10,375,730	\$10,479,000	\$10,584,000	\$10,690,000	\$10,797,000	\$10,905,000	\$11,014,000	\$11,124,000	\$11,235,000	\$11,347,000
Total EAV	\$3,458,577	\$3,493,000	\$3,528,000	\$3,563,333	\$3,599,000	\$3,635,000	\$3,671,333	\$3,708,000	\$3,745,000	\$3,782,333
Base EAV	\$9,200	\$9,300	\$9,400	\$9,500	\$9,600	\$9,700	\$9,800	\$9,900	\$10,000	\$10,100
Total EAV Increment	\$3,449,377	\$3,483,700	\$3,518,600	\$3,553,833	\$3,589,400	\$3,625,300	\$3,661,533	\$3,698,100	\$3,735,000	\$3,772,233
Property Tax Abatement	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
COLLINSVILLE CU #10	\$147,000	\$148,000	\$149,000	\$151,000	\$152,000	\$154,000	\$156,000	\$157,000	\$159,000	\$160,000
CITY OF COLLINSVILLE	\$22,000	\$22,000	\$23,000	\$23,000	\$23,000	\$23,000	\$24,000	\$24,000	\$24,000	\$24,000
MADISON COUNTY	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$18,000	\$18,000	\$18,000	\$18,000
SW IL COLLEGE #522	\$14,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$16,000	\$16,000	\$16,000
METRO EAST SANITARY	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$14,000	\$14,000	\$14,000
COLLINSVILLE ROAD	\$10,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000
COLLINSVILLE AREA RECR.	\$7,000	\$7,000	\$7,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
MISS VALLEY LIBRARY	\$6,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
COLLINSVILLE TOWNSHIP	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Property Taxes Paid²	\$241,000	\$245,000	\$247,000	\$250,000	\$251,000	\$253,000	\$257,000	\$260,000	\$262,000	\$263,000
Property Taxes Abated	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL										
Total Market Value	\$1,796,000	\$1,796,000	\$1,796,000	\$1,796,000	\$1,796,000	\$1,796,000	\$1,796,000	\$1,796,000	\$1,796,000	\$1,796,000
Total EAV	\$273,000	\$273,000	\$273,000	\$273,000	\$273,000	\$273,000	\$273,000	\$273,000	\$273,000	\$273,000
Base EAV	\$204,280	\$204,280	\$204,280	\$204,280	\$204,280	\$204,280	\$204,280	\$204,280	\$204,280	\$204,280
Total EAV Increment	\$178,260	\$178,260	\$178,260	\$178,260	\$178,260	\$178,260	\$178,260	\$178,260	\$178,260	\$178,260
Property Tax Abatement	\$155,210	\$155,210	\$155,210	\$155,210	\$155,210	\$155,210	\$155,210	\$155,210	\$155,210	\$155,210
COLLINSVILLE CU #10	\$90,140	\$90,140	\$90,140	\$90,140	\$90,140	\$90,140	\$90,140	\$90,140	\$90,140	\$90,140
CITY OF COLLINSVILLE	\$81,140	\$81,140	\$81,140	\$81,140	\$81,140	\$81,140	\$81,140	\$81,140	\$81,140	\$81,140
MADISON COUNTY	\$58,070	\$58,070	\$58,070	\$58,070	\$58,070	\$58,070	\$58,070	\$58,070	\$58,070	\$58,070
SW IL COLLEGE #522	\$263,000	\$263,000	\$263,000	\$263,000	\$263,000	\$263,000	\$263,000	\$263,000	\$263,000	\$263,000
METRO EAST SANITARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
COLLINSVILLE ROAD	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
COLLINSVILLE AREA RECR.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MISS VALLEY LIBRARY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
COLLINSVILLE TOWNSHIP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Property Taxes Paid²	\$1,853,000	\$1,853,000	\$1,853,000	\$1,853,000	\$1,853,000	\$1,853,000	\$1,853,000	\$1,853,000	\$1,853,000	\$1,853,000
Property Taxes Abated	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

¹Estimated total assessed value of full buildout.

²Tax Code 931 - #10: COLLINSVILLE CITY; MES, 2022 Tax Rate. Projections assume tax rate remains constant.



RESOLUTION 24-02
**A RESOLUTION TO AUTHORIZE PROPERTY TAX ABATEMENT FOR BHMG ENGINEERS
EASTPORT PLAZA CENTER DEVELOPMENT**

WHEREAS, pursuant to 20 ILCS 655/1 et. seq. (formerly Ill. Rev. Stat. 1991, ch. 67 1/2, Section 601 et. seq.) (the "Act"), the Madison County Discovery Enterprise Zone, which includes certain real estate located in the City of Collinsville ("Collinsville"), the City of Troy, Illinois ("Troy"), the Village of St. Jacob, Illinois ("St. Jacob"), the Village of Maryville, Illinois ("Maryville"), the Village of Glen Carbon, Illinois ("Glen Carbon"), and the City of Highland, Illinois ("Highland"), (the "Municipalities"); and the County of Madison, Illinois (the "County"), was approved and certified by the Illinois Department of Commerce and Economic Opportunity ("DCEO") to commence January 1, 2016;

WHEREAS, the Municipalities and County determined it was necessary and in the best interest of the Municipalities and economic development interests countywide, to expand incentives offered by the Madison County Discovery Enterprise Zone;

WHEREAS, such application to expand incentives was approved and certified by DCEO on May 22, 2020;

WHEREAS, the success of the Madison County Discovery Enterprise Zone depends upon community support and the nature of incentives to be offered; and,

WHEREAS, the City of Collinsville finds that the enterprise zone will serve the interest of all local taxing authorities and the entire community by stimulating economic revitalization.

NOW, THEREFORE, BE IT RESOLVED BY THE MISSISSIPPI VALLEY LIBRARY DISTRICT as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the Board of Trustees of the Mississippi Valley Library District, Illinois.

Section 2. The Mississippi Valley Library District hereby authorizes and directs the County Clerk to abate that portion of its taxes on real property located within the Madison County Discovery Enterprise Zone resulting from an increase in assessed valuation which is attributable to the construction of improvements and subject to the following limitations:

- (a) The tax abatement shall apply only to the taxes corresponding to an increase in assessed valuation after improvements (either new construction, renovation, or rehabilitation) have been duly assessed and said abatement shall not exceed the amount attributable to the construction of the improvements and the renovation or rehabilitation of existing improvements.
- (b) The tax abatement shall pertain only to that parcel within the Enterprise Zone which has been improved after the designation of the Enterprise Zone provided, however, no such abatement shall be applicable to any such improvement project located within the boundaries of a Tax Increment Financing District.
- (c) That such abatement shall be at the rate of : 100 percent of the value of the improvements, for the first assessment year in which the improvements are fully assessed, and the six assessment years immediately following the year in which the improvements were fully assessed; 70 percent of the value of the improvements on the seventh year following the year in which the improvements were fully assessed; 40 percent of the value of the improvements on the eighth year following the year in which the improvements were fully assessed; and 10 percent of the value of the improvements on the ninth year following the year in which the improvements were fully assessed; and in the tenth year following the year

in which the improvements were fully assessed, the County Clerk will no longer abate ad valorem taxes on the improvements.

- (d) The tax abatement shall apply only to improvements for which a building permit is issued.
- (e) The tax abatement shall apply only to improvements to industrial, manufacturing, and commercial property. Residential property of any kind is not eligible for tax abatement benefits.
- (f) While the abatement is in effect, this public taxing authority will continue to receive all taxes corresponding to the equalized assessed valuation for the tax year immediately preceding commencement of the project.
- (g) That such abatement can apply to other taxing districts within the Enterprise Zone but only after said taxing district passes a separate resolution/ordinance authorizing that the taxes levied and extended on behalf of the taxing district be abated. Said resolution/ordinance shall be filed with the County Clerk and Madison County Community Development; and
- (h) The tax abatement shall only apply to property identified in Exhibit A;

Section 3. This Resolution shall become effective immediately after its passage and approval by the Board of Trustees of Mississippi Valley Library District.

YEAS : _____

NAYS: _____

ABSENT: _____

ABSECTIONS: _____

PASSED by the _____ and APPROVED by the _____ this ____ day of _____, 2023.

ATTEST:

EXHIBIT A
PROPERTY DESCRIPTION - BHMGE ENGINEERS EASTPORT PLAZA CENTER
DEVELOPMENT

MADISON COUNTY ASSESSOR'S PARCEL ID: 13-1-21-30-00-000-003

LEGAL DESCRIPTION: CLAIMS & SURVEYS PT E 1/2 SW PT 1653 509 CL 1653 SUR 509

Chapter 5 (Building Infrastructure and Maintenance)

A library facility includes building and grounds, furnishings, building related equipment such as mechanical and HVAC equipment, elevators, etc. Every library is different. Some library facilities are simpler than others and may not include every component listed in these standards. These standards are written to apply to large and small libraries. In some cases, smaller library facilities are simpler, and with some basic knowledge, can be maintained by the staff.

Good facility management is fiscally responsible and will result in fewer emergencies, lowered risk, and more attractive surroundings for staff and patrons, and leads to better planning. A well-managed facility is safer, more predictable, and less stressful to manage. A well-managed facility also increases the community's trust in the library and how the community's resources are spent.

The standards indicated in this manual are primarily the library administrator's responsibility. However, the library administrator can assign certain tasks to other personnel or vendors, and implement a system to ensure they are performed. In order to properly manage the library facility, the library administrator should have sufficient knowledge and familiarity with the facility systems to decide when it is appropriate to retain a professional to assist in the inspection, evaluation, and design of various repairs to the facility.

Building Infrastructure and Maintenance Standards

1. The library maintains an inventory of all facility systems, including sufficient basic information that can be used in maintenance operations. This list should be prepared by the library administrator.
2. The library's facility inventory system list should be consolidated in an easily accessible document which is made available in electronic format such that it can be accessed by key staff at all times remotely.
3. An ongoing maintenance checklist of building maintenance that needs to be done on a routine or ongoing basis should be kept. Ongoing maintenance is a preventative measure to ensure that facility systems do not fall into a state of disrepair. Ongoing maintenance can extend the service life of many items and reduce frequency of breakdowns. As an example, elevator inspections and maintenance are typically performed based on a regular schedule and contracted through an annual maintenance contract.
4. The library's operating budget should include funds for all ongoing maintenance costs.
5. The library should maintain a periodic repair checklist of repairs to the facility that may be required on a periodic basis, typically more than one-year intervals. Periodic repairs should be performed to extend service life of certain facility systems, and to prevent further deterioration of the systems. When performed in a timely fashion, periodic repairs can address small issues before they become larger and more costly problems.
6. The library budget should allocate funds for periodic repairs in either of its operating budget or special reserve fund.
7. The library should have a list of all projected building capital projects. Capital projects are those projects that involve major repairs, rehabilitation, and/or replacement of facility systems. Such projects are implemented when a facility system has reached the end of its service life, or when defects in the original construction necessitate major repairs/replacement.

8. The library develops a capital reserve fund that will fund major capital projects. Annual contributions to such a fund will allow the library to have sufficient funding to take care of the needed project. In general any item that cannot be accounted for in the library's operating budget should be accounted for in the library's capital reserve fund.
9. The library should have a capital asset plan. This plan can be written by the library administrator or by an outside professional. A capital asset plan will project facility funding needs over a ten, fifteen, and twenty-year period.
10. The board of trustees should review the library capital plan on annual basis to ensure all projects are addressed.
11. Every three to five years, review and update the capital asset plan to be certain all costs and interest rates are current.
12. All warranties, manuals, contact information, and other such documentation should be organized and consolidated for easy access.
13. The library should strive to make its building as environmentally friendly as possible.

Building Infrastructure and Maintenance Checklists

See Appendix J (New Facility Planning) and Appendix K (Facility Management Checklists) for in-depth building infrastructure and maintenance checklists.