

**Notice & Agenda – Mississippi Valley Library District  
Board of Trustees Meeting  
April 15, 2024 at 6:30 PM**

**On-Site at the Collinsville Memorial Library, 408 West Main Street, Collinsville, IL 62234**

**Via Zoom: <https://us02web.zoom.us/j/89781489148?pwd=Z0ITUIN4N3hrRkgvQkpiRTQzdkhXUT09>**

**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 March 18, 2024
  - b. Communications
  - c. Administrative Reports
  - d. Finances
    - i. March 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. Resolution 24-02 to Authorize Property Tax Abatement for BHMG Engineers Eastport Plaza Center Development
8. New Business
  - a. Review and Possible Adoption of FY2025 Salary Scales
  - b. Review and Possible Adoption of Revisions to Application, Selection, and Employment Policy
  - c. Review and Possible Adoption of Revisions to Interlibrary Loan Policy
  - d. Review of Serving Our Public 4.0 Chapter 6
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: March 18, 2024

TIME: 6:30 PM

PLACE: Fairmont City Library, Fairmont City, 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  
Mark Schusky, Trustee

Trustees absent:

Ana Romero-Lizana, Trustee

Also present:

Kyla Waltermire, Executive Director  
Matt Harris, Assistant Director

**Pledge of Allegiance**

**Public Input**

The following public spoke at the meeting:

- Michael Treece, Jr.
- Traci Vanek
- Rachel Fleming
- Cindy Klein-Webb
- Ian Ashcraft
- Elizabeth Willnow
- DeeAnna Beckham
- Zoey Missey Wodarczyk

**Friends of the Library**

- Book sale on March 8-9 raised approximately \$1800. Additional capital needs donations raised ~\$200 at event and another ~\$500 through social media.

### Trustee Comment

- York thanked Waltermire, McCormick, and Lomax for leading the effort to move MVLD savings accounts to Illinois Funds money market accounts.
- Kulupka believes York has a conflict of interest regarding closed session recordings and asked for her resignation.

### Consent Items

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

- a. Approval of Minutes –Regular Board Meeting of Feb. 12, 2024
- b. Communications
- c. Administrative Reports  
Executive Director:
  - Collinsville doors are an ongoing problem. Since March 5 the staff has been contacted four times by the alarm monitoring system indicating the door was opened after being locked. No one was reported entering the library. Waltermire is looking into possible remedies.
  - Waltermire has almost completed the Illinois Funds money market funds transfer.
  - A statement of economic interest form is required to be filed yearly by trustees and administrative staff. Trustees will be receiving a link via e-mail to complete the form.
  - Waltermire has received four annual sexual harassment training certificates of completion. Due to issues with some trustees not receiving the link for training, Waltermire can extend the due date if needed. Trustees should let Waltermire know if they are still having issues with the training link.
  - Both libraries will have shortened hours on April 19 due to staff attendance at Reaching Forward South, a frontline library staff conference, on that date.
  - An MVLD staff member is running for a public library representative seat with the Illinois Heartland Library System's Board of Directors.
  - Waltermire received an updated quote for replacing Fairmont City's HVAC rooftop unit (RTU). The new quote is around \$13,000. She will work on getting additional quotes.  
Assistant Director:
  - Harris reported that there will be ~12,000 eggs this year for the Easter egg hunts, which is ~3,000 more than last year.
  - The Easter parade in Fairmont City will start at 11:30 and the egg hunts will begin ~12:00 on March 23.
  - Harris and Waltermire met with a representative from Telemundo, an international Spanish language television station. They have a channel in St. Louis now and are following Fairmont City's activities.
- d. Finances – some discussion occurred.
- e. Committee Reports - None

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  
Mark Schusky - Yes  
Ginny York - Yes

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

Motion carried.

### **Unfinished Business**

- a. Revisions to Employee Discipline and Separation Policies.
  - A paragraph was added to the draft policies letting employees know they have the right to file a grievance.
  - Lomax enquired as to why the removal of suspended employees getting back pay, if after an investigation, they are found not guilty. Discussion occurred regarding the removal from the draft policy.

York motioned and McCormick seconded to approve the draft Employee Discipline and Separation Policies with the addition of the wording allowing suspended employees to get back pay if found not guilty after an investigation.

A roll call was taken on the motion:

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

Yes- 5, No –1, Abstained – 0, Absent – 1

Motion carried.

### **New Business**

- a. Resolution 24-02 to Authorize Property Tax Abatement for BHMG Engineers Eastport Plaza Center Development.
  - Discussion occurred regarding the resolution. The board had many questions regarding the abatement and how it works and when a decision is required. It was decided to table the resolution until the board has a better understanding. The board will try and get someone to the next board meeting to address their questions.
- b. Request from Trustee Kulupka to Discuss and Possibly Modify Who Receives Emails Sent to board[at]mvld.org.

- The current process has the emails going to Lomax (as President), who forwards them to Waltermire. Waltermire then sends the emails to all board members.
- Kulupka was concerned that she was not receiving emails as they were received and would like to have all board members receive the emails from the pass-through board[at]mvld.org account. After discussion, it was decided that Kulupka and Schusky will be added to the board[at]mvld.org account while McCormick, York, and Murphy will continue receiving e-mails from Waltermire. Waltermire will forward emails to the trustees as she receives them instead of waiting to bundle them together for the monthly board meeting.
- c. Review of Closed Session Minutes – none to review.
- d. Review of Serving Our Public 4.0 Chapters 5.
  - Discussion occurred regarding maintenance plans.

**Closed Session** – None.

**Action for Items Discussed in Closed Session** – None.

### **Adjournment**

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

A voice vote was taken on the motion.

Cathy Kulupka – Yes  
Jeanne Lomax – Yes  
Lisa McCormick - Yes  
Kathy Murphy - Yes  
Mark Schusky - Yes  
Ginny York. – Yes

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

Motion carried. The meeting adjourned at 7:47 PM.

## Library Neutrality

Jeanne Lomax's brand of neutrality in her words "I don't want any agenda expressed; I want it to be balanced.....especially on the display case. Everyone should be able to walk in the library not push left or the right. I want our library to neutral so anyone can check out books like I did when I was growing up" 1hr 6 min in January 8, 2024 meeting

However, Neutrality in the form of "not leaning one way or the other" is the absolute opposite of a library's mission.

The American Library Association (ALA) does not include the word "neutrality" in its standards or values statements, and thus offers no direct guidance on the role of neutrality in the profession. Instead, that role is debated within the LIS literature, but often without a clear definition or operationalization of terms. In fact, the term "neutrality" seems to be used for, or conflated with, everything from not taking a side on a controversial issue to the objective provision of information and a position of defending intellectual freedom and freedom of speech.

Intellectual Freedom is a basic right in a democratic society and a core value of the library profession. The ALA actively defends the right of ALL library users to read, seek information and speak freely as guaranteed in the First Amendment \*American Library Association Fact Sheet

Libraries must not limit multiple points of views. For example: black history in its entirety should be available. We cannot limit history because we do not like it or it makes one uncomfortable. Another example: All faiths and denominations should be accessible, not just Christianity. All forms from Judaism, Islam to Pagan and Agnostics should have full representation so one can have their mind open to all expression.

It seems libraries should pursue clearly stated, unbiased and balanced collection of works to provide a safe, responsible place for diverging opinions. If the word neutrality has to be used, then perhaps it should be seen as lack of bias and an ideal library should aspire to serve their diverse communities. In other words, there should be no moving books out of sections of the library because of some misguided notion of protecting children. There should be a representation of all walks of life, including LGBTQ, all nationalities, ethnicities and religions.

One more point that must be made regarding neutrality. Treat all library patrons as you would like to be treated. You are not their parent, their guardian, their mentor or their God. If parents are worried about what their child may have access to, then it is the job of the parent to teach their children the expectations they have and be involved in their child's love of learning. Keep the books that have been on library shelves for decades where they were originally. Moving items to "protect" children is misguided and just wrong. Trust the systems that has been in place for years. Librarians go to school for years to learn how to manage the library, let them do their job.

Scott, D., & Saunders, L. (2021). Neutrality in public libraries: How are we defining one of our core values? *Journal of Librarianship and Information Science*, 53(1), 153-166.

<https://doi.org/10.1177/0961000620935501>

the library tradition of providing unfettered access to information is rooted in American and democratic ideals of intellectual freedom and freedom of speech, which themselves are founded on three main theories. The marketplace of ideas holds that if all information is made accessible and left open to debate, the best ideas and information will eventually surface. According to the democratic ideal, information access is necessary to a functioning democracy, as citizens must be able to access and use information in order to exercise their rights, including the right to vote. Finally, the theory of individual autonomy posits that free speech is empowering and the ability to exercise free speech enables self-fulfillment. Thus, by enabling access to information, libraries are facilitating citizens' rights to self-government and self-fulfillment.

Oltmann S (2016b) Intellectual freedom and freedom of speech: Three theoretical perspectives. *Library Quarterly* 86(2): 153–171

- <https://scholarlykitchen.sspnet.org/2022/03/03/libraries-and-the-contested-terrain-of-neutrality/>



# Report Covering March 2024

## Kyla Waltermire, Executive Director

### Building and Grounds Updates

- The Collinsville Historical Museum continues to experience flooding in their lower level due to poor landscaping drainage. The MVLD is responsible for grounds issues around the museum because it is Library property. As such, the Library will be adding a swale leading to sewer drainage to alleviate the flooding issue.
- Additionally, the museum completed other drainage work to help with flooding in their garage/ back gate
- An appraisal of MVLD properties by the LIRA insurance pool took place on March 11.
- The latticework that goes under the Blum House's porch was repaired on March 21.
- The Collinsville Library's front doors are currently behaving, but staff have prepared next steps should they continue to worsen.

### Circulation and Collection Updates

- The MVLD libraries continue to help 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 MVLD is awaiting reimbursement, which should be coming soon.
- 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 –A budget amendment was submitted and approved to reallocate funds in different categories (ex. – move funds from supplies to travel). The final grant activity – a field trip to the Saint Louis Science Center – will take place on April 27.
- FY2025 PNG Grant – The grant application filing period is underway. I am putting the final touches 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

- March 4 – Led ILA PPC meeting; attended ILA Advocacy meeting
- March 5 – Meeting with Telemundo rep
- March 6 – IHLS meeting about delivery issues
- March 7 – ILA Executive Board meeting
- March 11 – Phone meeting with Inova payroll service rep
- March 12 – Illinois Attorney General's "FOIA for Public Bodies" webinar (2.00 hours CE)
- March 13 – Completed annual FOIA Officer training (2.00 hours CE)

- March 14 – Illinois Attorney General’s “OMA for Public Bodies;” completed annual OMA Officer training (3.50 hours CE)
- March 18 – Mango Languages database demo
- March 19 – “Start Planning Now for Your Library’s Annual Giving Campaign” webinar (1.00 hour CE); attended virtual ALA membership town hall; met w/ a trustee
- March 20 – Met with Corvus Janitorial rep; conducted clerk interview
- March 21 – Attended Collinsville Faith in Action executive board special meeting; webinar: QuickBooks Desktop transition/phase-out info; hosted MEPL (group of administrative librarians) meeting at the Blum House
- March 22 – Attended Collinsville homeless stakeholders meeting; follow-up phone meeting with Corvus Janitorial rep
- March 25 – Chaired the SHARE E-Resources Committee meeting
- March 26 – Chaired an ILA Public Policy Committee meeting to review the status of several bills that may or will impact libraries; Maintenance Technician Zeke Pennington met with a City Wide Facility Solutions rep in re: cleaning services
- All MVLD staff and trustees completed the annual sexual harassment and prevention training
- Weekly visits at the Collinsville Library from the CHS transitional students continue. This month the students helped to fill and clean Easter eggs for the Fairmont City egg hunts.

### **Marketing and Promotions Updates**

- Starting in May, CM will be part of the new “First Thursdays” event coordinated by Lou Belle and Bing. The library will offer a promo for the Library Market: one free item, plus 2-for-1 on everything else.
- Activities highlighted on social media included: Peep-O-Rama diorama contest; an I-SPY interactive bulletin board; a firefighter storytime; FC’s annual Easter parade and egg hunts; information about eclipse activities and glasses; St. Patrick’s Day and Easter crafts; an Easter party; new binge boxes; information about the Smokey Bear Reading Challenge; an upcoming mermaid storytime and sensory playtime; and the new CM bike rack and available bike locks funded by the ACT Community Action Grant
- We are working on a more conscientious effort to make FC’s marketing materials bilingual when feasible.
- A social media request for plastic Easter eggs for the FC egg hunts was very successful, with donations both small (a dozen) and large (6,000+) received. We’re very grateful to everyone who chipped in to help make this event successful!
- New arrivals, giveaways, and information about library services continue to be promoted on social media.

### **Miscellaneous**

- I am learning how to navigate IMRF’s new employer portal. There have been some bumps in the portal’s implementation, but I think they’re starting to smooth out.
- I have decided to step away from the SHARE E-Resources Committee effective June 30, 2024.

### Program Updates and Other Dates of Note

- Both MVLD locations open noon-5:00 PM on Friday, April 19 due to staff attendance at the Reaching Forward South conference and closed all day on Friday, May 10 for pre-summer reading program staff training.
- Upcoming highlights:
  - Third Friday of each month at 5:00 PM at the Blum House: Bariatric Support Group
  - Thurs., April 18 at 5:00 PM at CM: Children’s Sensory Play Night
  - Mon., April 22 at 4:00 PM at FC: Earth Day-themed Monday Fun Day. Craft: mini terrarium.
  - Thurs., April 25 at 4:30 PM at FC: Bilingual Storytime. Ages 3-10 but all are welcome.
  - Thurs., April 25 at 5:00 PM at CM: Family Evening Storytime. Garden theme – mini terrarium craft.
  - Sat., April 27 at 11:00 AM at CM: Children’s BINGO.
  - Wed., May 1 at 10:00 AM – Noon at CM: Senator Erica Harriss’ Traveling Office Hours
  - Wed., May 1 at 6:00 PM at CM: 3D Printer Night. For youth in grades 5-12.
  - Tues., May 7 at 6:00 PM at CM: Basics of Excel Spreadsheets. Bring a notebook and pencil.
  - Wed., May 8 at 6:00 PM at CM: Graphic Novel Club. For youth in grades 5-12.
  - Thurs., May 9 at 10:00 AM – 2:00 PM at FC: DMV Mobile Unit. Stop by to update or renew your state ID, register your car, and other common DMV tasks.
  - Sat., May 11 at Noon – 3:00 PM at FC: Cinco de Mayo Feria de Salud Hispana (Hispanic Health Fair)
  - 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.
    - Tues., May 7, 2024 at 7:00 PM - “The Many Lives of Kal Penn.” [Kal Penn](#) discusses his many lives: writer, producer, former White House staff member, starring actor of "Harold and Kumar" and much more. Register at: [bit.ly/ILP\\_KalPenn](http://bit.ly/ILP_KalPenn)
    - RESCHEDULED! Tues., June 4, 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](http://bit.ly/ILP_TempleGrandin). You do not need to re-register if you previously registered for the original April date.

### Staff Updates

- Interviews for the vacant Level 2 Library Clerk position continue.
- Current staff have been invited to apply for an open Level 1 Library Clerk position.
- Marketing Coordinator Terry Pierson’s presentation proposal for an ILA Mini Marketing Conference was approved.

# Statistical Summary

3/1/2024 12:00:00 AM - 3/31/2024 11:59:59 PM

## Grand Totals

### Record Counts - As of 4/9/2024 3:36 PM

	Bibs w/Items	Bibs w/o Items	Authority			
Global	1,620,164	40,895	768,752			
Branch Specific	Bibs w/Items	Items	Items Withdrawn	Patrons	Active Staff	Active Workstations
	72,178	75,913	4	18,179	30	27

### Circulation Statistics

Check Outs	Borrowers	Check In	Overdue Items Checked In	Staff Overrides
7,430	1,048	5,627	1,071	0
Hold Placed	Hold Satisfied	Hold Cancelled		
2,240	2,306	381		

### Records Added and Deleted

	Bibliographic	Authority	Items	Patrons
Added by Branch	12	0	307	72
Added by Other	n/a	n/a	n/a	n/a
Deleted by Branch	2	0	459	3
Deleted by Other	n/a	n/a	n/a	n/a

### Financials

New Charges	Money Collected	Refunds	NET	Amounts Waived	Credits
\$3,497.90	\$211.96	\$0.00	\$211.96	\$3,614.46	\$0.90
Total Outstanding Fines - As of 4/9/2024 3:36 PM					
\$132,976.72					

### PAC Statistics

Logins	Online Registrations	Hold Placed	Hold Cancelled
2,218	3	1,428	97

CM

<b>DATE</b>	<b>PROGRAM / EVENT / PROMOTION</b>	<b># ATTENDED</b>
March	Activity Packet	110
March	Coloring Pages	250
March	Computer handouts	100
3/1/24	Free Tutoring- Children's	1
3/1/24	Bariatric Support Group (Blum House)	1
3/2/24	Meditation at the Blum House	8
3/2/24	Cross Stitching Club (Leslee)	2
3/4/24	Body Sculpting	6
3/5/24	Preschool Storytime	60
3/5/24	Morning Yoga	10
3/5/24	Free Tutoring- Children's	2
3/6/24	Baby Boogie	22
3/6/24	Senator Harriss Traveling Office Hours	9
3/6/24	3d Printer Night (Ciara)	5
3/6/24	Yoga Time!	10
3/7/24	Free Tutoring- Children's	2
3/7/24	Exploring the Stars-Teen PNG (Lee)	6
3/8/24	Free Tutoring- Children's	2
3/9/24	Meditation at the Blum House	7
3/9/24	Cross Stitching Club (Leslee)	2
3/9/2024	Berenstain Bears Family Tree History, Craft and Snacks- Children's(Theresa and Leslee)	Canceled
3/11/24	Body Sculpting	6
3/12/24	Preschool Storytime	22
3/12/24	Morning Yoga	12
3/12/24	Metro East Every Survivor Counts Table	Canceled
3/12/24	Free Tutoring- Children's	2
3/13/24	Baby Boogie	22
3/13/24	Graphic Novel Club (Ciara)	1
3/13/24	Acoustic Jam with the Collinsville Ramblers	17
3/13/24	Yoga Time!	5
3/14/24	Daytime Book Club	5
3/14/24	Free Tutoring- Children's	1
3/14/24	Lego Building Challenge Club - Children's(Theresa)	3
3/15/24	St. Patrick's Day Crafts- Children's	22

CM

3/15/24	Free Tutoring- Children's	2
3/15/24	Bariatric Support Group (BH)	1
3/16/24	St. Patrick's Day Crafts- Children's	23
3/16/2024	History and Genealogy Club (Leslee)	6
3/16/24	Cross Stitching Club (Leslee)	2
3/18/24	Body Sculpting	7
3/18/24	Peep-o-rama Registration	13
3/19/24	Preschool Storytime	31
3/19/24	Free Tutoring- Children's	2
3/19/24	Peep-o-Ramas	10
3/20/24	Baby Boogie	34
3/20/2024	Metro East Every Survivor Counts Table	5
3/20/24	Open Gaming (Ciara)	3
3/20/24	Yoga Time!	12
3/20/24	Ruth E. Carter: Interweaving Tradition and Imagination Through	2
3/21/2024	World Puppet Day Craft	15
3/21/24	Children's Free Tutoring	1
3/22/24	Free Tutoring- Children's	1
3/23/24	Meditation at the Blum House	10
3/23/24	Cubing at the Library	12
3/25/24	Easter Crafts- Children's	26
3/25/24	Body Sculpting	5
3/26/24	Preschool Storytime	27
3/25/24	Easter Crafts- Children's	26
3/26/24	Morning Yoga	6
3/26/24	Free Tutoring- Children's	2
3/27/2024	Baby Boogie	17
3/27/24	Easter Crafts- Children's	26
3/27/24	Evening Book Club	7
3/27/24	Yoga Time!	9
3/28/24	Peep-o-rama Voting	832
3/28/24	Family Evening Storytime	5
3/28/24	Easter Crafts- Children's	26
3/28/24	Preparing for the Eclipse-Teen PNG	9
3/29/24	Easter Crafts- Children's	26
3/30/24	Easter Crafts- Children's	26
3/30/24	Cross Stitching Club (Leslee)	2

CM

<b>TOTAL</b>		<b>2002</b>
	Children Ages 0-5 Synchronous: 208 attendance, 7 events	
	Children Ages 0-5 Self-Directed: 250 attendance, 1 event	
	Children Ages 6-11 Synchronous: 53 attendance, 14 events	
	Children Ages 6-11 Self-Directed: 239 attendance, 11 events	
	Young Adults Ages 12- 18 Synchronous: 36 attendance, 6 events	
	Young Adults Ages 12-18 Self-Directed: 0 attendance, 0 events	
	Adults Ages 19+ Synchronous: 166 attendance, 25 events	
	Adults Ages 19+ Self-Directed: 100 attendance, 1 event	
	General Interests Synchronous: 7 attendance, 2 events	
	General Interests Self-Directed: 942 attendance, 2 events	

Month	Total # Items Requested by MVL	# Items Received at MVL		# Items Received at ILL		# Items Received at State		Total # of ILL Requests Received by MVL	# Items Supplied by MVL		# Items Supplied by ILL		# Items Supplied by State		CM Front Door Counter		CM Side Door Counter		CM Computer Sessions
		In State	Non-Returnables	In State	Non-Returnables	In State	Non-Returnables		In State	Non-Returnables	In State	Non-Returnables	In State	Non-Returnables	In State	Non-Returnables	In State	Non-Returnables	
Jul-23	1							65	27	23					5294	2737			654
Aug-23	20	9	1	1			102	30	40					5265	3437			632	
Sep-23	16	17		1			69	26	25					4933	2962			548	
Oct-23	11	8	4				82	28	38					5708	3683			711	
Nov-23	10	3					69	20	29					4215	3384			567	
Dec-23	10	8		1			52	12	22					3470	2561			474	
Jan-24	12	5	1	1			65	23	31					4025	2792			511	
Feb-24	23	17		2			58	15	19					4135	3186			629	
Mar-24	11	5	1	1			63	12	31					5265	3449			724	
Apr-24																			
May-24																			
Jun-24																			
Totals:	114	72	7	7	0	0	625	193	258	0	0	0	0	42310	28191			5450	



Cloud Library Usage Stats  
FY2024

Collection	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	TOTALS:
Owned Items													
eBooks	43,522	43,594	43,658	43,700	43,673	43,724	43,851	43,919	43,949				
eAudiobooks	11,095	11,145	11,216	11,284	11,298	11,357	11,439	11,481	11,528				
PPU eAudio Titles	114,159	115,410	113,589	119,798	125,981	128,955	134,186	136,523	107,419				
Total All Content Available	168,776	170,149	168,463	174,782	180,952	184,036	189,476	191,923	162,896				
Total Items Circulated													
Owned eBooks	16,681	17,996	17,879	17,181	16,120	16,098	18,192	16,084	16,321				152,552
Owned eAudiobooks	10,903	12,499	12,046	12,340	11,377	11,077	12,513	11,321	11,949				106,025
PPU eAudio	1,550	1,526	1,523	1,508	1,468	1,487	1,515	1,533	1,611				13,721

**NOTE: All statistics above reflect the entire CloudLibrary shared collection.**

**Patron Activity**

Total Unique MVLD Patrons	132	135	126	82	91	97	106	111	106				
Total MVLD Usage	790	801	590	519	522	493	618	579	575				5,487
Total Checkouts	481	518	437	344	381	336	397	371	381				
eBooks	216	262	228	165	168	141	149	167	183				1,679
eAudiobooks	265	256	209	179	213	195	248	204	198				1,967
Total Holds	269	214	138	158	123	151	198	178	147				
eBooks	118	85	51	55	36	62	61	70	58				596
eAudiobooks	151	129	87	103	87	89	137	108	89				980
Total Suggest-to-Library	40	69	15	17	18	6	23	30	47				
eBooks	26	57	8	10	11	3	15	11	13				154
eAudiobooks	14	12	7	7	7	3	8	19	34				111

Database Stats  
FY2024

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Annual Total:
ABCmouse - home (visits)	41	11	12	2	5	0	8	26	17				122
ABCmouse - in library (users)	2	3	4	15	5	1	10	2	13				55
AtoZ Databases (logins)	25	40	29	25	30	23	22	26	31				251
AtoZ Food America (sessions)	15	20	17	12	6	1	2	0	6				64
AtoZ Maps (sessions)	9	6	4	4	4	1	1	0	0				29
AtoZ the USA (sessions)	3	9	7	2	6	0	2	1	1				31
AtoZ World Culture (sessions)	9	19	9	6	6	3	5	0	1				58
AtoZ World Food (sessions)	2	15	7	5	7	6	10	1	2				55
AtoZ World Travel (sessions)	2	4	1	0	4	1	7	0	0				17
Heritage Quest (searches)	0	20	0	35	0	11	10	0	4				80
NewsBank (searches - all products)	62	66	78	102	68	96	10	65	41				588
Pronunciator (logins)	0												-
TumbleBooks (book views)	15												15
Unite for Literacy - Kids Collection (users)	0	0	0	0	0	0	0	0	0				-
Unite for Literacy - All Ages (users)	0	0	0	0	0	0	0	0	0				-
Explore More Illinois!	0	0	0	0	0	0	0	0	0				1,365
SHARE Mobile Library App (devices)	134	137	135	133	136	136	152	157	154				1,274
SHARE Mobile Library App (launches)	1179	1211	1198	1088	1047	974	1346	1083	1071				10,197

Canceled July 2023  
Canceled August 2023

All databases:

Kanopy Usage Stats  
FY 2024

<u>Kanopy</u>	Visits	Plays
Jul-23	1,309	178
Aug-23	1,285	139
Sep-23	1,078	165
Oct-23	1,090	133
Nov-23	1,064	193
Dec-23	1,517	236
Jan-24	2,074	214
Feb-24	1,196	109
Mar-24	1,170	182
Apr-24		
May-24		
Jun-24		
<b>TOTALS:</b>	<b>11,783</b>	<b>1,549</b>

Overdrive Usage Stats  
FY 2024

CUSD #10  
Partnership  
(Entire FY)

Annual Totals:

Jun-24

May-24

Apr-24

Mar-24

Feb-24

Jan-24

Dec-23

Nov-23

Oct-23

Sep-23

Aug-23

Jul-23

Collection

Owned Items

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Annual Totals:
eBooks	31,044	32,503	32,454	32,698	32,767	32,970	33,024	33,003	33,324	33,003	33,324	33,324	-
eAudiobooks	6,315	6,415	6,341	6,476	6,428	6,612	6,955	6,832	7,169	6,832	7,169	7,169	83,821
Video	-	-	-	-	-	-	-	-	-	-	-	-	-
Magazines	4,952	5,037	5,134	5,243	5,299	5,383	5,091	5,138	5,163	5,091	5,138	5,163	20,012
<b>Total Unique Titles Owned</b>	<b>25,963</b>	<b>25,970</b>	<b>26,014</b>	<b>26,091</b>	<b>26,125</b>	<b>26,095</b>	<b>26,098</b>	<b>26,099</b>	<b>26,138</b>	<b>26,099</b>	<b>26,099</b>	<b>26,138</b>	<b>130,056</b>
eBooks	4,002	4,024	4,060	4,080	4,113	4,154	4,191	4,224	4,259	4,224	4,259	4,259	83,821
eAudiobooks	-	-	-	-	-	-	-	-	-	-	-	-	-
Video	4,952	5,037	5,134	5,243	5,299	5,383	5,091	5,138	5,163	5,091	5,138	5,163	20,012
Magazines	-	-	-	-	-	-	-	-	-	-	-	-	6
<b>Total Items Circulated</b>	<b>14,628</b>	<b>14,719</b>	<b>13,986</b>	<b>14,405</b>	<b>13,392</b>	<b>13,626</b>	<b>15,678</b>	<b>14,388</b>	<b>15,234</b>	<b>14,388</b>	<b>15,234</b>	<b>15,234</b>	<b>130,056</b>
Owned eBooks	8,795	9,181	8,729	9,044	8,744	8,649	10,130	9,611	10,938	9,611	10,938	10,938	83,821
Owned eAudiobooks	-	-	-	-	-	-	-	-	-	-	-	-	-
Owned Video	682	654	1,088	2,993	2,850	2,893	3,272	2,569	3,011	2,569	3,011	3,011	20,012
Magazines	-	-	2	-	-	-	1	1	2	1	1	2	6
External Service	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Holds</b>	<b>4,834</b>	<b>4,751</b>	<b>4,440</b>	<b>4,435</b>	<b>4,474</b>	<b>4,758</b>	<b>6,237</b>	<b>5,465</b>	<b>5,566</b>	<b>5,465</b>	<b>5,566</b>	<b>5,566</b>	<b>235</b>
eBooks	3,698	3,892	3,737	4,059	3,952	4,014	5,234	4,874	5,168	4,874	5,168	5,168	8,209
eAudiobooks	-	-	-	-	-	-	-	-	-	-	-	-	7,459
Video	-	-	-	-	-	-	-	-	-	-	-	-	9
Magazines	-	-	-	-	-	-	-	-	-	-	-	-	9
External Service	-	-	-	-	-	-	-	-	-	-	-	-	3,577

NOTE: All statistics above reflect the entire Overdrive shared collection.

Patron Activity

New Patrons

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Annual Totals:
Total Unique MVID Patrons	27	44	20	22	20	32	28	19	23	32	28	23	235
eBooks	924	914	967	946	845	820	1,016	907	870	820	1,016	870	8,209
eAudiobooks	744	768	824	781	785	775	936	843	1,003	775	936	1,003	7,459
Video	-	-	2	-	-	3	1	1	2	3	1	2	9
Magazines	78	85	130	584	588	533	599	454	526	533	599	526	3,577



## **Board Report April, 2024**

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

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

The big news for March was our Egg Hunt. We brought in 18 vendors, had 12,000 eggs, had the Latino Round Table Scholarships awarded, did a drawing for four new bicycles and helmets courtesy of the Fairmont City Police Department, and had around 700 in attendance.

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

**March 1:** Attended Hispanic Health Fair and Back to School webinars

**March 5:** Attended Aqua Park pass webinar

**March 5:** Met with Telemundo representative

**March 6:** Met with Baker and Taylor representative

**March 8:** Attended Hispanic Health Fair webinar

**March 11:** Met with LIRA appraisal for building

**March 12:** Attended Latino Roundtable meeting

**March 13:** Met with United Congregations of Metro East representative

**March 18:** Attended MVLD Board Meeting

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

Zeke has continued the installation process of the security door.

BB's Lawn Service have resumed their lawn care service for the year.

#### **Programming:**

**March (Mondays):** Monday Fun-Days

**March (Tuesdays/Wednesdays/Saturdays):** Free AARP Tax Help

**March 23:** Egg Hunts

#### **Stats:**

##### **March**

**Days Open:** 26

**Door Count:** 3326

**Computer Users:** 306

**E-Book Questions:** 0

**Homebound Delivery:** 1

CM

<b>DATE</b>	<b>PROGRAM / EVENT / PROMOTION</b>	<b># ATTENDED</b>
3/2/24	AARP Free Tax Help	3
3/4/24	Kids Corner	12
3/4/24	Monday Funday	0
3/5/24	AARP Free Tax Help	12
3/6/24	AARP Free Tax Help	13
3/6/24	Kids Corner	5
3/11/24	Mondays Fun-Day	7
3/12/24	AARP Free Tax Help	13
3/13/24	AARP Free Tax Help	17
3/15/24	Metro East Every Survivor Counts Table	2
3/15/24	St. Patrick's Day Crafts - Children's	1
3/15/24	Metro East Every Survivor Counts Table	3
3/16/24	St. Patrick's Day Crafts - Children's	0
3/16/24	AARP Free Tax Help	9
3/18/24	Kids Corner (Theresa)	4
3/18/24	Mondays Fun-Day	0
3/19/24	AARP Free Tax Help	12
3/19/24	Answers on Aging	3
3/19/24	Easter Themed Crafts, Games and Snacks with Echo	3
3/20/24	AARP Free Tax Help	13
3/20/24	Kids Corner	3
3/20/24	Ruth E. Carter: Interweaving Tradition and Imagination Through	1
3/21/24	Puppet Crafts- Children's - World Puppet Day	6
3/23/24	Fairmont City Community Easter Parade and Egg Hunts	700
3/25/24	Easter Crafts- Children's	3
3/25/24	Kids Corner (Theresa)	4
3/25/24	Mondays Fun-Day	0
3/26/24	Easter Crafts- Children's	3
3/26/24	AARP Free Tax Help	11
3/27/24	Easter Crafts- Children's	3
3/27/24	AARP Free Tax Help	11
3/27/24	Kids Corner	2
3/28/24	Easter Crafts- Children's	2
3/29/24	Easter Crafts- Children's	2
3/29/24	Preparing for the Eclipse-Teen PNG	1
3/30/24	Easter Crafts- Children's	2
3/30/24	Engineering Drones-Teen PNG (Lee)	4
<b>TOTAL</b>		<b>890</b>

CM

	Children Ages 0-5 Synchronous: 30 attendance, 6 events
	Children Ages 0-5 Self-Directed: 0 attendance, 0 events
	Children Ages 6-11 Synchronous: 16 attendance, 6 events
	Children Ages 6-11 Self-Directed: 16 attendance, 8 events
	Young Adults Ages 12- 18 Synchronous: 5 attendance, 2 event
	Young Adults Ages 12-18 Self-Directed: 0 attendance, 0 events
	Adults Ages 19+ Synchronous: 118 attendance, 12 events
	Adults Ages 19+ Self-Directed: 0 attendance, 0 events
	General Interests Synchronous: 705 attendance, 3 events
	General Interests Self-Directed: 0 attendance, 0 events

# Mississippi Valley Library District

## Expense by Vendor Detail

March 2024

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
<b>Albers Heating &amp; Air Conditioning, Inc.</b>						
Albers Heating & Air Conditioning, Inc.	03/18/2024	Bill Payment (Check)	Invoice # 3432	Checking	Accounts Payable	-\$766.50
Albers Heating & Air Conditioning, Inc.	03/18/2024	Bill	Invoice # 3432	Accounts Payable	Building	\$766.50
<b>Total for Albers Heating &amp; Air Conditioning, Inc.</b>						
<b>AMEREN ILLINOIS</b>						
AMEREN ILLINOIS	03/18/2024	Bill Payment (Check)	Account #35731-42020	Checking	Accounts Payable	-\$4,061.70
AMEREN ILLINOIS	03/05/2024	Bill	Account #35731-42020	Accounts Payable	--	\$4,061.70
<b>Total for AMEREN ILLINOIS</b>						
<b>American Express</b>						
American Express	03/01/2024	Bill Payment (Check)	Acct 3-92001	Checking	Accounts Payable	-\$6,810.66
American Express	03/26/2024	Bill	Acct 3-92001	Accounts Payable	--	\$2,272.38
<b>Total for American Express</b>						
<b>Americom Imaging Systems Inc.</b>						
Americom Imaging Systems Inc.	03/18/2024	Bill Payment (Check)	Invoice # 523793651	Checking	Accounts Payable	-\$496.20
Americom Imaging Systems Inc.	03/05/2024	Bill	Invoice # 523793651	Accounts Payable	Equipment	\$496.20
<b>Total for Americom Imaging Systems Inc.</b>						
<b>Americom Imaging Systems Inc. - Maint</b>						
Americom Imaging Systems Inc. - Maint	03/01/2024	Bill Payment (Check)	Invoice # 488571	Checking	Accounts Payable	-\$304.89
Americom Imaging Systems Inc. - Maint	03/18/2024	Bill	Invoice # 492076	Accounts Payable	Equipment	\$367.17
<b>Total for Americom Imaging Systems Inc. - Maint</b>						
<b>Aqua Systems</b>						
Aqua Systems	03/01/2024	Bill Payment (Check)	Invoice # 234918127	Checking	Accounts Payable	-\$44.80
Aqua Systems	03/18/2024	Bill Payment (Check)	Invoice # 237803179	Checking	Accounts Payable	-\$6.95
Aqua Systems	03/13/2024	Bill	Invoice # 237803179	Accounts Payable	Office	\$6.95
Aqua Systems	03/23/2024	Bill	Invoice # 238280440	Accounts Payable	Office	\$29.00
<b>Total for Aqua Systems</b>						
<b>Blue Cross / Blue Shield</b>						
Blue Cross / Blue Shield	03/01/2024	Bill Payment (Check)	Acct # 889178	Checking	Accounts Payable	-\$7,335.90
Blue Cross / Blue Shield	03/26/2024	Bill	Acct # 889178	Accounts Payable	Health/Dental Insurance	\$7,335.90



NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
<b>Total for Blue Cross / Blue Shield</b>						
<b>Brodart</b>						
Brodart	03/18/2024	Bill	Invoice # 636830	Accounts Payable	Office	\$217.96
<b>Total for Brodart</b>						
<b>Buildingstars</b>						
Buildingstars	03/18/2024	Bill Payment (Check)	Invoice # 3397508 & 3397558	Checking	Accounts Payable	-\$2,325.00
Buildingstars	03/15/2024	Bill	Invoice # 3397508 & 3397558	Accounts Payable	--	\$2,325.00
<b>Total for Buildingstars</b>						
<b>Capital One</b>						
Capital One	03/01/2024	Bill Payment (Check)	Walmart credit card statement # 1653986133	Checking	Accounts Payable	-\$71.30
Capital One	03/26/2024	Bill	Walmart credit card statement # 1654568701	Accounts Payable	--	\$395.56
<b>Total for Capital One</b>						
<b>Casey's General Store</b>						
Casey's General Store	03/14/2024	Check	Gasoline	Checking	Vehicles	-\$31.47
Casey's General Store	03/13/2024	Check	Gasoline	Checking	Vehicles	-\$56.22
Casey's General Store	03/05/2024	Check	Gasoline	Checking	Vehicles	-\$35.00
Casey's General Store	03/29/2024	Check	Gasoline	Checking	Vehicles	-\$62.88
<b>Total for Casey's General Store</b>						
<b>Casey's Rebate</b>						
Casey's Rebate	03/11/2024	Deposit	--	Checking	Miscellaneous	\$0.35
Casey's Rebate	03/18/2024	Deposit	--	Checking	Miscellaneous	\$0.56
Casey's Rebate	03/20/2024	Deposit	--	Checking	Miscellaneous	\$0.31
<b>Total for Casey's Rebate</b>						
<b>Center Point Large Print</b>						
Center Point Large Print	03/18/2024	Bill Payment (Check)	Invoice # 2078550	Checking	Accounts Payable	-\$147.42
Center Point Large Print	03/13/2024	Bill	Invoice # 2078550	Accounts Payable	Adult Print Materials	\$147.42
<b>Total for Center Point Large Print</b>						
<b>Centralia Regional Library District</b>						
Centralia Regional Library District	03/01/2024	Bill Payment (Check)	Item # 30183049184243	Checking	Accounts Payable	-\$25.99
<b>Total for Centralia Regional Library District</b>						
<b>Charter Communications</b>						
Charter Communications	03/01/2024	Bill Payment (Check)	Invoice # 173453001022124	Checking	Accounts Payable	-\$821.99
Charter Communications	03/26/2024	Bill	Invoice # 173453001032124	Accounts Payable	--	\$821.99

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
<b>Total for Charter Communications</b>						
<b>City of Collinsville</b>						
City of Collinsville	03/18/2024	Bill	Acct # 0333000000 & 0335000000	Accounts Payable	Water/Sewer	\$303.67
<b>Total for City of Collinsville</b>						
<b>Credit Card Receipts</b>						
Credit Card Receipts	03/02/2024	Deposit	Deposit	General PI	Sale of Items	\$14.41
Credit Card Receipts	03/04/2024	Deposit	Deposit	General PI	--	\$16.73
Credit Card Receipts	03/05/2024	Deposit	Deposit	General PI	Printing/Copying	\$5.63
Credit Card Receipts	03/06/2024	Deposit	Deposit	General PI	--	\$176.97
Credit Card Receipts	03/06/2024	Deposit	Deposit	General PI	Fax	\$9.64
Credit Card Receipts	03/07/2024	Deposit	Deposit	General PI	--	\$34.06
Credit Card Receipts	03/09/2024	Deposit	Deposit	General PI	--	\$80.64
Credit Card Receipts	03/09/2024	Deposit	Deposit	General PI	Printing/Copying	\$1.95
Credit Card Receipts	03/08/2024	Deposit	Deposit	General PI	--	\$32.72
Credit Card Receipts	03/11/2024	Deposit	Deposit	General PI	--	\$16.15
Credit Card Receipts	03/11/2024	Deposit	Deposit	General PI	Printing/Copying	\$1.16
Credit Card Receipts	03/12/2024	Deposit	Deposit	General PI	--	\$15.66
Credit Card Receipts	03/12/2024	Deposit	Deposit	General PI	Printing/Copying	\$0.87
Credit Card Receipts	03/13/2024	Deposit	Deposit	General PI	--	\$14.98
Credit Card Receipts	03/13/2024	Deposit	Deposit	General PI	Printing/Copying	\$0.68
Credit Card Receipts	03/14/2024	Deposit	Deposit	General PI	--	\$61.72
Credit Card Receipts	03/15/2024	Deposit	Deposit	General PI	Printing/Copying	\$23.56
Credit Card Receipts	03/16/2024	Deposit	Deposit	General PI	--	\$196.55
Credit Card Receipts	03/16/2024	Deposit	Deposit	General PI	Printing/Copying	\$17.14
Credit Card Receipts	03/18/2024	Deposit	Deposit	General PI	--	\$115.10
Credit Card Receipts	03/19/2024	Deposit	Deposit	General PI	Printing/Copying	\$6.91
Credit Card Receipts	03/20/2024	Deposit	Deposit	General PI	--	\$256.64
Credit Card Receipts	03/20/2024	Deposit	Deposit	General PI	Printing/Copying	\$0.48
Credit Card Receipts	03/21/2024	Deposit	Deposit	General PI	Sale of Items	\$15.38
Credit Card Receipts	03/22/2024	Deposit	Deposit	General PI	--	\$18.98
Credit Card Receipts	03/22/2024	Deposit	Deposit	General PI	--	\$10.86
Credit Card Receipts	03/23/2024	Deposit	Deposit	General PI	Printing/Copying	\$1.94
Credit Card Receipts	03/23/2024	Deposit	Deposit	General PI	Printing/Copying	\$0.87
Credit Card Receipts	03/25/2024	Deposit	Deposit	General PI	--	\$21.03
Credit Card Receipts	03/25/2024	Deposit	Deposit	General PI	--	\$3.60
Credit Card Receipts	03/26/2024	Deposit	Deposit	General PI	Printing/Copying	\$11.10

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
Credit Card Receipts	03/26/2024	Deposit	Deposit	General PI	Printing/Copying	\$0.47
Credit Card Receipts	03/27/2024	Deposit	Deposit	General PI	--	\$13.05
Credit Card Receipts	03/27/2024	Deposit	Deposit	General PI	--	\$29.45
Credit Card Receipts	03/28/2024	Deposit	--	General PI	--	\$35.23
Credit Card Receipts	03/29/2024	Deposit	--	General PI	--	\$151.05
Credit Card Receipts	03/29/2024	Deposit	--	General PI	Sale of Items	\$36.72
Credit Card Receipts	03/30/2024	Deposit	--	General PI	Printing/Copying	\$0.29
<b>Total for Credit Card Receipts</b>						
<b>Daily Receipts</b>						
Daily Receipts	03/07/2024	Deposit	Deposit	Gift Fund	Donations - Des & Undes	\$250.00
Daily Receipts	03/07/2024	Deposit	Deposit	General PI	--	\$14,529.59
Daily Receipts	03/21/2024	Deposit	Deposit	Gift Fund	Donations - Des & Undes	\$211.59
Daily Receipts	03/21/2024	Deposit	Deposit	General PI	--	\$2,272.64
<b>Total for Daily Receipts</b>						
<b>Delta Dental</b>						
Delta Dental	03/18/2024	Bill Payment (Check)	Invoice # 1784348	Checking	Accounts Payable	-\$377.73
Delta Dental	03/16/2024	Bill	Invoice # 1784348	Accounts Payable	Health/Dental Insurance	\$377.73
<b>Total for Delta Dental</b>						
<b>Demco</b>						
Demco	03/20/2024	Bill	Invoice # 7417712 & 7423701	Accounts Payable	Office	\$86.51
<b>Total for Demco</b>						
<b>ELM USA, Inc.</b>						
ELM USA, Inc.	03/18/2024	Bill Payment (Check)	Invoice # 65450	Checking	Accounts Payable	-\$42.95
ELM USA, Inc.	03/15/2024	Bill	Invoice # 65450	Accounts Payable	Office	\$42.95
<b>Total for ELM USA, Inc.</b>						
<b>Empathy Studios, LLC</b>						
Empathy Studios, LLC	03/25/2024	Bill	Invoice # 603853900003647322	Accounts Payable	FY2023 Per Capita Grant	\$499.00
<b>Total for Empathy Studios, LLC</b>						
<b>E-rate Funding Services</b>						
E-rate Funding Services	03/18/2024	Bill Payment (Check)	Invoice # 723 & 734	Checking	Accounts Payable	-\$416.94
E-rate Funding Services	03/15/2024	Bill	Invoice # 723 & 734	Accounts Payable	--	\$416.94
<b>Total for E-rate Funding Services</b>						
<b>Fairfield Public Library</b>						
Fairfield Public Library	03/18/2024	Bill Payment (Check)	Item # 32837000009321	Checking	Accounts Payable	-\$13.00

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
Fairfield Public Library	03/16/2024	Bill	Item # 32837000009321	Accounts Payable	Payments to Other Libraries	\$13.00
<b>Total for Fairfield Public Library</b>						
<b>First Data Global Leasing</b>						
First Data Global Leasing	03/07/2024	Check	credit card machine rental	Checking	Other Professional Services	-\$39.98
<b>Total for First Data Global Leasing</b>						
<b>Freeburg Area Library District</b>						
Freeburg Area Library District	03/18/2024	Bill Payment (Check)	Item # 30183022942013	Checking	Accounts Payable	-\$7.50
Freeburg Area Library District	03/15/2024	Bill	Item # 30183022942013	Accounts Payable	Payments to Other Libraries	\$7.50
<b>Total for Freeburg Area Library District</b>						
<b>Globe Life</b>						
Globe Life	03/01/2024	Bill Payment (Check)	Acct # 30609	Checking	Accounts Payable	-\$198.02
<b>Total for Globe Life</b>						
<b>Home Depot</b>						
Home Depot	03/07/2024	Check	casters	Checking	Building	-\$147.60
Home Depot	03/26/2024	Check	grinding wheel	Checking	Building	-\$57.97
Home Depot	03/29/2024	Check	drill bits; misc. supplies	Checking	Building	-\$70.27
<b>Total for Home Depot</b>						
<b>Horticulture</b>						
Horticulture	03/26/2024	Bill	Magazine - 2 years	Accounts Payable	Adult Print Materials	\$49.95
<b>Total for Horticulture</b>						
<b>Illinois American Water</b>						
Illinois American Water	03/01/2024	Bill Payment (Check)	Acct. # 1025-220015378424	Checking	Accounts Payable	-\$40.83
Illinois American Water	03/19/2024	Bill	Acct. # 1025-220015378424	Accounts Payable	Water/Sewer	\$41.89
<b>Total for Illinois American Water</b>						
<b>Illinois Heartland Library System</b>						
Illinois Heartland Library System	03/18/2024	Bill Payment (Check)	Invoice # 2024-1220 & 202-1259	Checking	Accounts Payable	-\$815.20
Illinois Heartland Library System	03/15/2024	Bill	Invoice # 2024-1220 & 202-1259	Accounts Payable	--	\$815.20
<b>Total for Illinois Heartland Library System</b>						
<b>Illinois Reading Council</b>						
Illinois Reading Council	03/18/2024	Bill Payment (Check)	Dues 2024-2025	Checking	Accounts Payable	-\$50.00
Illinois Reading Council	03/15/2024	Bill	Dues 2024-2025	Accounts Payable	Dues	\$50.00
<b>Total for Illinois Reading Council</b>						
<b>Illinois State Police</b>						

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
Illinois State Police	03/18/2024	Bill Payment (Check)	Invoice # 20240207599	Checking	Accounts Payable	-\$40.00
Illinois State Police	03/05/2024	Bill	Invoice # 20240207599	Accounts Payable	Miscellaneous	\$40.00
<b>Total for Illinois State Police</b>						
<b>IMRF</b>						
IMRF	03/08/2024	Check	February 2024	Checking	IMRF	-\$6,125.85
<b>Total for IMRF</b>						
<b>INGRAM LIBRARY SERVICES</b>						
INGRAM LIBRARY SERVICES	03/01/2024	Bill Payment (Check)	2009890	Checking	Accounts Payable	-\$129.77
INGRAM LIBRARY SERVICES	03/18/2024	Bill Payment (Check)	2009890	Checking	Accounts Payable	-\$1,314.18
INGRAM LIBRARY SERVICES	03/15/2024	Bill	Customer 2009890	Accounts Payable	--	\$1,314.18
INGRAM LIBRARY SERVICES	03/20/2024	Bill	Customer 2009890	Accounts Payable	--	\$255.36
<b>Total for INGRAM LIBRARY SERVICES</b>						
<b>Johnson Controls</b>						
Johnson Controls	03/19/2024	Bill	Invoice # 1-132445033508	Accounts Payable	Building	\$4,392.00
<b>Total for Johnson Controls</b>						
<b>Johnson Controls Fire Protection LP</b>						
Johnson Controls Fire Protection LP	03/18/2024	Bill Payment (Check)	Invoices # 51717899	Checking	Accounts Payable	-\$399.08
Johnson Controls Fire Protection LP	03/15/2024	Bill	Invoices # 51717899	Accounts Payable	Building	\$399.08
<b>Total for Johnson Controls Fire Protection LP</b>						
<b>Kane Consulting Group</b>						
Kane Consulting Group	03/18/2024	Bill Payment (Check)	Invoice # 5746	Checking	Accounts Payable	-\$325.00
Kane Consulting Group	03/15/2024	Bill	Invoice # 5746	Accounts Payable	Information Technology	\$325.00
<b>Total for Kane Consulting Group</b>						
<b>KANOPY, INC.</b>						
KANOPY, INC.	03/01/2024	Bill Payment (Check)	Invoice # 390530 - PPU	Checking	Accounts Payable	-\$164.00
<b>Total for KANOPY, INC.</b>						
<b>Lazerware</b>						
Lazerware	03/18/2024	Bill Payment (Check)	Invoice # 5138 & 5147	Checking	Accounts Payable	-\$3,599.19
Lazerware	03/15/2024	Bill	Invoice # 5138 & 5147	Accounts Payable	--	\$3,599.19
<b>Total for Lazerware</b>						
<b>Madison County Treasurer</b>						
Madison County Treasurer	03/05/2024	Deposit	Deposit	General PI	Property Tax	\$2,208.74
Madison County Treasurer	03/05/2024	Deposit	Deposit	Building	Building Maintenance	\$295.33
Madison County Treasurer	03/05/2024	Deposit	Deposit	IMRF	IMRF	\$102.59

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
Madison County Treasurer	03/05/2024	Deposit	Deposit	Audit	Audit	\$21.76
Madison County Treasurer	03/05/2024	Deposit	Deposit	Insurance Fund	Liability Insurance	\$152.33
Madison County Treasurer	03/05/2024	Deposit	Deposit	FICA	FICA/Medicare	\$139.89
Madison County Treasurer	03/19/2024	Deposit	Deposit	General PI	--	\$8,659.22
Madison County Treasurer	03/19/2024	Deposit	Deposit	Building	--	\$1,157.81
Madison County Treasurer	03/19/2024	Deposit	Deposit	IMRF	--	\$402.19
Madison County Treasurer	03/19/2024	Deposit	Deposit	Audit	--	\$85.30
Madison County Treasurer	03/19/2024	Deposit	Deposit	Insurance Fund	--	\$597.17
Madison County Treasurer	03/19/2024	Deposit	Deposit	FICA	--	\$548.45
<b>Total for Madison County Treasurer</b>						
<b>Mascoutah Public Library</b>						
Mascoutah Public Library	03/18/2024	Bill Payment (Check)	Item # 32258000188223	Checking	Accounts Payable	-\$6.00
Mascoutah Public Library	03/13/2024	Bill	Item # 32258000188223	Accounts Payable	Payments to Other Libraries	\$6.00
<b>Total for Mascoutah Public Library</b>						
<b>Mauer and Madoff-LLC Client Trust Account</b>						
Mauer and Madoff-LLC Client Trust Account	03/01/2024	Check	--	Checking	Garnishment	-\$44.58
Mauer and Madoff-LLC Client Trust Account	03/15/2024	Check	--	Checking	Garnishment	-\$44.58
Mauer and Madoff-LLC Client Trust Account	03/29/2024	Check	--	Checking	Garnishment	-\$44.58
<b>Total for Mauer and Madoff-LLC Client Trust Account</b>						
<b>Metro East Sanitary District</b>						
Metro East Sanitary District	03/18/2024	Bill Payment (Check)	Acct. 382 02200 00	Checking	Accounts Payable	-\$13.34
Metro East Sanitary District	03/08/2024	Bill	Acct. 382 02200 00	Accounts Payable	Water/Sewer	\$13.34
<b>Total for Metro East Sanitary District</b>						
<b>Midwest Tape</b>						
Midwest Tape	03/01/2024	Bill Payment (Check)	Invoice # 505109733 & 505109734	Checking	Accounts Payable	-\$102.97
Midwest Tape	03/18/2024	Bill Payment (Check)	Invoice # 505148114	Checking	Accounts Payable	-\$139.97
Midwest Tape	03/15/2024	Bill	Invoice # 505148114	Accounts Payable	Adult Audio Visual Items	\$139.97
Midwest Tape	03/20/2024	Bill	Invoice # 505204146 & item "Wandering Stars"	Accounts Payable	Adult Audio Visual Items	\$112.97
<b>Total for Midwest Tape</b>						
<b>Moonlight Computing LLC</b>						
Moonlight Computing LLC	03/26/2024	Bill	Invoice # 2166	Accounts Payable	Information Technology	\$360.00
<b>Total for Moonlight Computing LLC</b>						
<b>M.O.W. Printing, Inc.</b>						
M.O.W. Printing, Inc.	03/18/2024	Bill Payment (Check)	Invoice # 89958	Checking	Accounts Payable	-\$612.00

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
M.O.W. Printing, Inc.	03/15/2024	Bill	Invoice # 89958	Accounts Payable	Office	\$612.00
<b>Total for M.O.W. Printing, Inc.</b>						
<b>Nashville Public Library</b>						
Nashville Public Library	03/18/2024	Bill Payment (Check)	Item # 32263000113213	Checking	Accounts Payable	-\$18.00
Nashville Public Library	03/10/2024	Bill	Item # 32263000113213	Accounts Payable	Payments to Other Libraries	\$18.00
<b>Total for Nashville Public Library</b>						
<b>Niche Academy</b>						
Niche Academy	03/01/2024	Bill Payment (Check)	Invoice # 9438	Checking	Accounts Payable	-\$2,100.00
<b>Total for Niche Academy</b>						
<b>O'Fallon Public Library</b>						
O'Fallon Public Library	03/18/2024	Bill	Item # 0001602767707	Accounts Payable	Payments to Other Libraries	\$12.99
<b>Total for O'Fallon Public Library</b>						
<b>OverDrive</b>						
OverDrive	03/18/2024	Bill Payment (Check)	--	Checking	Accounts Payable	-\$8,877.96
OverDrive	03/15/2024	Bill	Customer ID 2064-1005	Accounts Payable	--	\$5,277.96
OverDrive	03/13/2024	Bill	Customer ID 2064-0036	Accounts Payable	FY2023 Per Capita Grant	\$3,600.00
<b>Total for OverDrive</b>						
<b>Peerless Network, Inc.</b>						
Peerless Network, Inc.	03/18/2024	Bill Payment (Check)	Invoice # 46827	Checking	Accounts Payable	-\$188.26
Peerless Network, Inc.	03/16/2024	Bill	Invoice # 46827	Accounts Payable	--	\$188.26
<b>Total for Peerless Network, Inc.</b>						
<b>Proquest</b>						
Proquest	03/01/2024	Bill Payment (Check)	Invoice # 70815680	Checking	Accounts Payable	-\$1,060.93
<b>Total for Proquest</b>						
<b>Quill LLC</b>						
Quill LLC	03/01/2024	Bill Payment (Check)	Invoice # 37220694	Checking	Accounts Payable	-\$367.40
<b>Total for Quill LLC</b>						
<b>Rural King</b>						
Rural King	03/22/2024	Check	microfiber cloths, vehicle cleaning brush	Checking	Building	-\$64.97
<b>Total for Rural King</b>						
<b>Security Alarm</b>						
Security Alarm	03/01/2024	Bill Payment (Check)	Invoice # 200799	Checking	Accounts Payable	-\$1,214.00
<b>Total for Security Alarm</b>						

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
<b>Sherman Public Library District</b>						
Sherman Public Library District	03/18/2024	Bill Payment (Check)	Item # 37592000496698	Checking	Accounts Payable	-\$18.99
Sherman Public Library District	03/16/2024	Bill	Item # 37592000496698	Accounts Payable	Payments to Other Libraries	\$18.99
<b>Total for Sherman Public Library District</b>						
<b>St. Louis Magazine</b>						
St. Louis Magazine	03/26/2024	Bill	3-year subscription	Accounts Payable	Adult Print Materials	\$28.00
<b>Total for St. Louis Magazine</b>						
<b>Taste of Home</b>						
Taste of Home	03/18/2024	Bill Payment (Check)	20 months	Checking	Accounts Payable	-\$20.00
Taste of Home	03/10/2024	Bill	20 months	Accounts Payable	Adult Print Materials	\$20.00
<b>Total for Taste of Home</b>						
<b>The Jungle Dungeon LLC</b>						
The Jungle Dungeon LLC	03/18/2024	Bill Payment (Check)	Invoice # 000002 4/13/2024 storyline	Checking	Accounts Payable	-\$100.00
The Jungle Dungeon LLC	03/16/2024	Bill	Invoice # 000002 4/13/2024 storyline	Accounts Payable	Programming	\$100.00
<b>Total for The Jungle Dungeon LLC</b>						
<b>TransFirst</b>						
TransFirst	03/10/2024	Check	CM monthly credit card terminal fee	General PI	Other Professional Services	-\$39.00
<b>Total for TransFirst</b>						
<b>TreeHouse Wildlife Center</b>						
TreeHouse Wildlife Center	03/26/2024	Bill	Two 1-hr programs Summer 2024	Accounts Payable	Programming	\$400.00
<b>Total for TreeHouse Wildlife Center</b>						
<b>United States Postal Service</b>						
United States Postal Service	03/18/2024	Check	ILLs	Checking	Postage	-\$30.94
United States Postal Service	03/04/2024	Check	ILLs	Checking	Postage	-\$17.33
United States Postal Service	03/01/2024	Check	stamps & FC credit card machine return	Checking	Postage	-\$15.07
United States Postal Service	03/28/2024	Check	stamps	Checking	Postage	-\$68.00
<b>Total for United States Postal Service</b>						
<b>US Bancorp Funds Services</b>						
US Bancorp Funds Services	03/25/2024	Bill Payment (Check)	IL Funds - Working Cash	Checking	Accounts Payable	-\$220,169.00
US Bancorp Funds Services	03/25/2024	Bill Payment (Check)	IL Funds - Reserve	Checking	Accounts Payable	-\$36,627.26
US Bancorp Funds Services	03/25/2024	Bill Payment (Check)	IL Funds - Insurance	Checking	Accounts Payable	-\$134,968.46
US Bancorp Funds Services	03/25/2024	Bill Payment (Check)	IL Funds - IMRF	Checking	Accounts Payable	-\$59,165.22
US Bancorp Funds Services	03/25/2024	Bill Payment (Check)	IL Funds - Gift	Checking	Accounts Payable	-\$9,885.61
US Bancorp Funds Services	03/25/2024	Bill Payment (Check)	IL Funds - General	Checking	Accounts Payable	-\$804,819.57



NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
US Bancorp Funds Services	03/25/2024	Bill Payment (Check)	IL Funds - FICA	Checking	Accounts Payable	-\$52,013.61
US Bancorp Funds Services	03/25/2024	Bill Payment (Check)	IL Funds - Building	Checking	Accounts Payable	-\$7,603.05
US Bancorp Funds Services	03/25/2024	Bill Payment (Check)	IL Funds - Audit	Checking	Accounts Payable	-\$7,526.84
US Bancorp Funds Services	03/26/2024	Bill	IL Funds - Working Cash	Accounts Payable	Miscellaneous	\$220,169.00
US Bancorp Funds Services	03/26/2024	Bill	IL Funds - Reserve	Accounts Payable	Miscellaneous	\$36,627.26
US Bancorp Funds Services	03/26/2024	Bill	IL Funds - Insurance	Accounts Payable	Miscellaneous	\$134,968.46
US Bancorp Funds Services	03/26/2024	Bill	IL Funds - IMRF	Accounts Payable	Miscellaneous	\$59,165.22
US Bancorp Funds Services	03/26/2024	Bill	IL Funds - Gift	Accounts Payable	Miscellaneous	\$9,885.61
US Bancorp Funds Services	03/26/2024	Bill	IL Funds - General	Accounts Payable	Miscellaneous	\$804,819.57
US Bancorp Funds Services	03/26/2024	Bill	IL Funds - FICA	Accounts Payable	Miscellaneous	\$52,013.61
US Bancorp Funds Services	03/26/2024	Bill	IL Funds - Building	Accounts Payable	Miscellaneous	\$7,603.05
US Bancorp Funds Services	03/26/2024	Bill	IL Funds - Audit	Accounts Payable	Miscellaneous	\$7,526.84
<b>Total for US Bancorp Funds Services</b>						

<b>World Book Inc</b>						
World Book Inc	03/01/2024	Bill Payment (Check)	Invoice # 1659617	Checking	Accounts Payable	-\$1,199.00
<b>Total for World Book Inc</b>						

--	03/15/2024	Deposit	Interest	Gift Fund	Interest Income	\$24.14
--	03/22/2024	Deposit	Interest	Reserve	Interest Income	\$87.30
--	03/08/2024	Transfer	Funds Transfer	General PI	Gift Fund	-\$144.79
--	03/08/2024	Transfer	Funds Transfer	General PI	Checking	-\$23,525.21
--	03/08/2024	Transfer	Funds Transfer	IMRF	Checking	-\$3,379.09
--	03/08/2024	Transfer	Funds Transfer	Building	Checking	-\$1,252.97
--	03/12/2024	Transfer	Funds Transfer	FICA	Checking	-\$1,880.82
--	03/12/2024	Transfer	Funds Transfer	Building	Checking	-\$147.60
--	03/12/2024	Transfer	Funds Transfer	Insurance Fund	Checking	-\$2,759.07
--	03/12/2024	Transfer	Funds Transfer	General PI	Checking	-\$21,168.72
--	03/19/2024	Transfer	Funds Transfer	General PI	Checking	-\$21,708.48
--	03/19/2024	Transfer	Funds Transfer	Building	Checking	-\$3,490.58
--	03/26/2024	Transfer	for IL Funds setup	Building	Checking	-\$7,603.05
--	03/26/2024	Transfer	for IL Funds setup	General PI	Checking	-\$804,819.57
--	03/26/2024	Transfer	for IL Funds setup	IMRF	Checking	-\$59,165.22
--	03/26/2024	Transfer	for IL Funds setup	Insurance Fund	Checking	-\$134,968.46
--	03/26/2024	Transfer	for IL Funds setup	FICA	Checking	-\$52,013.61
--	03/26/2024	Transfer	for IL Funds setup	Gift Fund	Checking	-\$9,885.61
--	03/26/2024	Transfer	for IL Funds setup	Audit	Checking	-\$7,526.84

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT	ACCOUNT	AMOUNT
--	03/26/2024	Transfer	for IL Funds setup	Reserve	Checking	-\$36,627.26
--	03/26/2024	Transfer	for IL Funds setup	Working Cash	Checking	-\$220,169.00
--	03/18/2024	Check	refund for 3/16/2024 overcharge	General PI	Printing/Copying	-\$3.53
--	03/01/2024	Journal Entry	General Journal	--	--	--
--	03/15/2024	Journal Entry	General Journal	--	--	--
--	03/31/2024	Deposit	Interest Earned	Audit	Interest Income	\$19.26
--	03/31/2024	Deposit	Interest Earned	Building	Interest Income	\$25.67
--	03/31/2024	Deposit	Interest Earned	FICA	Interest Income	\$120.66
--	03/31/2024	Deposit	Interest Earned	General PI	Interest Income	\$1,825.78
--	03/31/2024	Deposit	Interest Earned	IMRF	Interest Income	\$146.15
--	03/31/2024	Deposit	Interest Earned	Insurance Fund	Interest Income	\$289.98
--	03/31/2024	Deposit	Interest Earned	Working Cash	Interest Income	\$454.98
--	03/29/2024	Journal Entry	--	--	--	--
--	03/29/2024	Transfer	--	Building	Checking	-\$122.94
--	03/29/2024	Transfer	--	FICA	Checking	-\$1,918.40
--	03/29/2024	Transfer	--	Insurance Fund	Checking	-\$2,756.75
--	03/29/2024	Transfer	--	General PI	Checking	-\$21,610.43
<b>Total for --</b>						

# Mississippi Valley Library District

## Profit and Loss

March 2024

	TOTAL
<b>Income</b>	
Charges for Services	
Fax	326.64
Printing/Copying	1,115.74
<b>Total Charges for Services</b>	<b>1,442.38</b>
Fines & Forfeitures	
Fines	36.01
Lost or Damaged Books/Inhouse	199.22
<b>Total Fines &amp; Forfeitures</b>	<b>235.23</b>
Intergovernment Revenue	
Replacement Tax	13,202.86
<b>Total Intergovernment Revenue</b>	<b>13,202.86</b>
Other Revenues	
COBRA Reimbursements	1,393.20
Donations - Des & Undes	497.75
Interest Income	2,993.92
Miscellaneous	1.22
Reimbursements Other libraries	34.95
Rental Income	
Blum House Rental	900.00
Collinsville Rooms	525.12
<b>Total Rental Income</b>	<b>1,425.12</b>
Sale of Items	479.17
<b>Total Other Revenues</b>	<b>6,825.33</b>
Taxes	
Audit	107.06
Building Maintenance	1,453.14
FICA/Medicare	688.34
IMRF	504.78
Liability Insurance	749.50
Property Tax	10,867.96
<b>Total Taxes</b>	<b>14,370.78</b>
<b>Total Income</b>	<b>\$36,076.58</b>
<b>GROSS PROFIT</b>	<b>\$36,076.58</b>
<b>Expenses</b>	
Maintenance Services	
Building	5,045.39
Equipment	801.09
<b>Total Maintenance Services</b>	<b>5,846.48</b>

# Mississippi Valley Library District

## Profit and Loss

March 2024

	TOTAL
<b>Materials</b>	
Adult Audio Visual Items	996.08
Adult Print Materials	2,506.82
Juvenile Audio Visual Items	129.38
Juvenile Print Items	345.54
Online Databases	1,060.93
Other Materials	111.50
Virtual Items	164.00
<b>Total Materials</b>	<b>5,314.25</b>
Other Expenditures	
Grant Expenses	
FY2023 Per Capita Grant	11,793.16
<b>Total Grant Expenses</b>	<b>11,793.16</b>
Miscellaneous	1,333,052.25
Payments to Other Libraries	89.48
Programming	229.75
Vehicles	185.57
<b>Total Other Expenditures</b>	<b>1,345,350.21</b>
Personnel	
Benefits	
FICA Company	5,676.97
Health/Dental Insurance	7,866.98
IL Unemployment Company	1,576.68
IMRF	6,125.85
<b>Total Benefits</b>	<b>21,246.48</b>
Salaries	
Full Time	59,270.04
Part time	15,287.02
<b>Total Salaries</b>	<b>74,557.06</b>
<b>Total Personnel</b>	<b>95,803.54</b>
Professional Development	
Dues	50.00
<b>Total Professional Development</b>	<b>50.00</b>
Professional Services	
Information Technology	3,924.19
Internet Services	772.00
Other Professional Services	511.91
Payroll Service	410.33
<b>Total Professional Services</b>	<b>5,618.43</b>

# Mississippi Valley Library District

## Profit and Loss

March 2024

	TOTAL
Supplies	
Equipment	4,834.08
Office	1,676.60
Postage	131.34
<b>Total Supplies</b>	<b>6,642.02</b>
Unapplied Cash Bill Payment Expense	0.00
Utilities	
Electricity	3,022.95
Natural Gas	1,038.75
Telephone/Fax	268.25
Water/Sewer	54.17
<b>Total Utilities</b>	<b>4,384.12</b>
<b>Total Expenses</b>	<b>\$1,469,009.05</b>
NET OPERATING INCOME	<b>\$ -1,432,932.47</b>
NET INCOME	<b>\$ -1,432,932.47</b>

# Mississippi Valley Library District

## Balance Sheet

As of April 1, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Audit	1,604.56
Building	2,560.54
Checking	30,464.91
FICA	3,750.71
General PI	39,176.56
Gift Fund	1,500.00
IL Funds - Audit	7,526.84
IL Funds - Building	7,603.05
IL Funds - FICA	52,013.61
IL Funds - General	804,819.57
IL Funds - Gift	9,885.61
IL Funds - IMRF	59,165.22
IL Funds - Insurance	134,968.46
IL Funds - Reserve	36,627.26
IL Funds - Working Cash	220,169.00
IMRF	9,548.34
Insurance Fund	2,630.40
Reserve	1,500.00
Working Cash	1,954.98
<b>Total Bank Accounts</b>	<b>\$1,427,469.62</b>
Other Current Assets	
Petty Cash	100.00
Prepaid Insurance	17,255.45
<b>Total Other Current Assets</b>	<b>\$17,355.45</b>
<b>Total Current Assets</b>	<b>\$1,444,825.07</b>
Other Assets	
Miscellaneous Accounts Rec.	0.00
Taxes Receivable	864,041.62
<b>Total Other Assets</b>	<b>\$864,041.62</b>
<b>TOTAL ASSETS</b>	<b>\$2,308,866.69</b>

# Mississippi Valley Library District

## Balance Sheet

As of April 1, 2024

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	6,676.31
<b>Total Accounts Payable</b>	<b>\$6,676.31</b>
Other Current Liabilities	
Accrued Sick Pay	5,253.76
Accrued Vacation	18,665.72
Accrued Wages	17,753.78
Deferred Revenue	975,284.70
Manual A/P	23,347.24
Payroll Liabilities	1,104.05
Direct Deposit	259.15
Fed Withhold	-208.00
Garnishment	131.60
II Withhold	-807.73
IMRF - Payable	170,723.69
Liberty National	7,011.98
MC - Emp	7.68
MC - Lib	7.68
Miscellaneous	-127.44
Net Pay Offset	883.10
SS - Emp	32.81
SS - Lib	32.81
SUTA	4,102.99
<b>Total Payroll Liabilities</b>	<b>183,154.37</b>
<b>Total Other Current Liabilities</b>	<b>\$1,223,459.57</b>
<b>Total Current Liabilities</b>	<b>\$1,230,135.88</b>
<b>Total Liabilities</b>	<b>\$1,230,135.88</b>
Equity	
Opening Bal Equity	14,039.26
Retained Earnings	819,954.42
Net Income	244,737.13
<b>Total Equity</b>	<b>\$1,078,730.81</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,308,866.69</b>

# Mississippi Valley Library District

## FY2024 Gift Fund

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT	BALANCE
07/13/2023	Transfer			FY2023 interest	Gift Fund	General PI	-40.66	-40.66
07/16/2023	Deposit			Interest	Gift Fund	Other Revenues:Interest Income	6.49	-34.17
07/28/2023	Transfer			Funds Transfer	Gift Fund	Checking	-16.37	-50.54
08/03/2023	Transfer			Funds Transfer	Gift Fund	Checking	-242.38	-292.92
08/16/2023	Deposit			Interest	Gift Fund	Other Revenues:Interest Income	7.30	-285.62
09/16/2023	Deposit			Interest	Gift Fund	Other Revenues:Interest Income	7.46	-278.16
09/29/2023	Transfer			Funds Transfer	Gift Fund	Checking	-39.98	-318.14
10/16/2023	Deposit			Interest	Gift Fund	Other Revenues:Interest Income	6.74	-311.40
11/14/2023	Deposit		Daily Receipts	Deposit	Gift Fund	Other Revenues:Donations - Des & Undes	1,095.00	783.60
11/16/2023	Deposit			Interest	Gift Fund	Other Revenues:Interest Income	7.28	790.88
11/22/2023	Transfer			reimb. for Trudoor (partial) - C. Boulanger gift donation	Gift Fund	Building	-702.09	88.79
11/22/2023	Transfer			Funds Transfer	Gift Fund	Checking	-4,774.58	-4,685.79
12/04/2023	Deposit		Daily Receipts	Deposit	Gift Fund	Other Revenues:Donations - Des & Undes	4,774.58	88.79
12/13/2023	Deposit		Daily Receipts	Deposit	Gift Fund	Other Revenues:Donations - Des & Undes	200.00	288.79
12/16/2023	Deposit			Interest	Gift Fund	Other Revenues:Interest Income	6.37	295.16
12/20/2023	Transfer			Funds Transfer	Gift Fund	Checking	-1,095.00	-799.84
12/28/2023	Deposit		Daily Receipts	Deposit	Gift Fund	Other Revenues:Donations - Des & Undes	250.00	-549.84
01/09/2024	Transfer			Funds Transfer	Gift Fund	Checking	-450.62	-1,000.46
01/16/2024	Deposit			Interest	Gift Fund	Other Revenues:Interest Income	6.74	-993.72
02/16/2024	Deposit			Interest	Gift Fund	Other Revenues:Interest Income	25.05	-968.67
02/21/2024	Deposit		Daily Receipts	Deposit	Gift Fund	Other Revenues:Donations - Des & Undes	100.00	-868.67
03/07/2024	Deposit		Daily Receipts	Deposit	Gift Fund	Other Revenues:Donations - Des & Undes	250.00	-618.67
03/08/2024	Transfer			Funds Transfer	Gift Fund	General PI	144.79	-473.88
03/15/2024	Deposit			Interest	Gift Fund	Other Revenues:Interest Income	24.14	-449.74
03/21/2024	Deposit		Daily Receipts	Deposit	Gift Fund	Other Revenues:Donations - Des & Undes	211.59	-238.15
03/26/2024	Transfer			for IL Funds setup	Gift Fund	Checking	-9,885.61	-10,123.76
<b>TOTAL</b>							<b>\$ -10,123.76</b>	



# Mississippi Valley Library District

## Budget vs. Actuals: FY\_2023\_2024 - FY24 P&L

July 1, 2023 - April 1, 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
<b>Income</b>			
Charges for Services			
Fax	2,598.45	3,350.00	77.57 %
Non-resident Fees		81.00	
Printing/Copying	7,895.77	9,100.00	86.77 %
<b>Total Charges for Services</b>	<b>10,494.22</b>	<b>12,531.00</b>	<b>83.75 %</b>
Fines & Forfeitures			
Fines	403.80	500.00	80.76 %
Lost or Damaged Books/Inhouse	1,857.47	1,800.00	103.19 %
<b>Total Fines &amp; Forfeitures</b>	<b>2,261.27</b>	<b>2,300.00</b>	<b>98.32 %</b>
Intergovernment Revenue			
E-Rate	9,551.00	20,000.00	47.76 %
Grants			
FY2023 Per Capita Grant	48,794.48	48,794.48	100.00 %
FY2023 PNG Grant	2,572.05		
FY2024 PNG Grant	2,904.48	6,474.00	44.86 %
Other Grants	2,975.00	5,000.00	59.50 %
<b>Total Grants</b>	<b>57,246.01</b>	<b>60,268.48</b>	<b>94.98 %</b>
Replacement Tax	45,120.86	60,000.00	75.20 %
TIF Funds		0.00	
<b>Total Intergovernment Revenue</b>	<b>111,917.87</b>	<b>140,268.48</b>	<b>79.79 %</b>
Other Revenues			
COBRA Reimbursements	12,538.80	16,720.00	74.99 %
Donations - Des & Undes	8,963.13	20,000.00	44.82 %
Interest Income	13,839.75	9,000.00	153.78 %
Miscellaneous	501.15	2,500.00	20.05 %
Property License Agreements	15,000.00	15,001.00	99.99 %
Reimbursements Other libraries	961.26	1,300.00	73.94 %
Rental Income			
Blum House Rental	10,435.20	12,500.00	83.48 %
Collinsville Rooms	1,875.12	1,600.00	117.20 %
FC Pavilion	550.00	100.00	550.00 %
FC Rooms	50.00	100.00	50.00 %
<b>Total Rental Income</b>	<b>12,910.32</b>	<b>14,300.00</b>	<b>90.28 %</b>
Sale of Items	3,550.63	3,750.00	94.68 %
Sale of Short Street Lot		12,000.00	
Sale of Vehicle		1,200.00	
<b>Total Other Revenues</b>	<b>68,265.04</b>	<b>95,771.00</b>	<b>71.28 %</b>
Taxes			
Audit	8,093.51	7,768.13	104.19 %
Building Maintenance	109,837.46	103,575.02	106.05 %
FICA/Medicare	52,028.29	52,823.26	98.50 %

# Mississippi Valley Library District

## Budget vs. Actuals: FY\_2023\_2024 - FY24 P&L

July 1, 2023 - April 1, 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
IMRF	38,153.84	38,840.63	98.23 %
Liability Insurance	56,652.37	58,002.01	97.67 %
Property Tax	821,465.31	776,812.63	105.75 %
<b>Total Taxes</b>	<b>1,086,230.78</b>	<b>1,037,821.68</b>	<b>104.66 %</b>
<b>Total Income</b>	<b>\$1,279,169.18</b>	<b>\$1,288,692.16</b>	<b>99.26 %</b>
GROSS PROFIT	<b>\$1,279,169.18</b>	<b>\$1,288,692.16</b>	<b>99.26 %</b>
Expenses			
Maintenance Services			
Building	97,961.72	120,000.00	81.63 %
Equipment	6,775.15	10,000.00	67.75 %
Grounds	9,715.16	11,000.00	88.32 %
<b>Total Maintenance Services</b>	<b>114,452.03</b>	<b>141,000.00</b>	<b>81.17 %</b>
Materials			
Adult Audio Visual Items	8,080.84	11,000.00	73.46 %
Adult Print Materials	19,003.84	27,000.00	70.38 %
Juvenile Audio Visual Items	1,626.31	2,000.00	81.32 %
Juvenile Print Items	2,807.70	4,500.00	62.39 %
Online Databases	4,344.93	11,000.00	39.50 %
Other Materials	921.36	1,250.00	73.71 %
Virtual Items	2,488.74	5,000.00	49.77 %
<b>Total Materials</b>	<b>39,273.72</b>	<b>61,750.00</b>	<b>63.60 %</b>
Other Expenditures			
Donation Expenditures - Des.	7,340.53	6,000.00	122.34 %
Grant Expenses			
FY2023 Per Capita Grant	39,850.48	48,794.48	81.67 %
FY2024 PNG Grant	3,493.48	6,474.00	53.96 %
Other Grants	4,934.11	3,000.00	164.47 %
<b>Total Grant Expenses</b>	<b>48,278.07</b>	<b>58,268.48</b>	<b>82.85 %</b>
Liability & Building Insurance	24,766.48	30,000.00	82.55 %
Miscellaneous	4,442.16	2,750.00	161.53 %
Payments to Other Libraries	1,011.57	1,600.00	63.22 %
Programming	3,079.19	5,000.00	61.58 %
Vehicles	3,697.47	12,500.00	29.58 %
<b>Total Other Expenditures</b>	<b>92,615.47</b>	<b>116,118.48</b>	<b>79.76 %</b>
Personnel			
Benefits			
FICA Company	38,091.04	55,200.00	69.01 %
Health/Dental Insurance	62,179.81	97,000.00	64.10 %
IL Unemployment Company	5,580.75	8,100.00	68.90 %
IMRF	58,354.70	92,000.00	63.43 %
<b>Total Benefits</b>	<b>164,206.30</b>	<b>252,300.00</b>	<b>65.08 %</b>
Salaries			

# Mississippi Valley Library District

## Budget vs. Actuals: FY\_2023\_2024 - FY24 P&L

July 1, 2023 - April 1, 2024

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Full Time	387,223.63	501,500.00	77.21 %
Part time	112,502.21	200,900.00	56.00 %
<b>Total Salaries</b>	<b>499,725.84</b>	<b>702,400.00</b>	<b>71.15 %</b>
<b>Total Personnel</b>	<b>663,932.14</b>	<b>954,700.00</b>	<b>69.54 %</b>
Professional Development			
Dues	220.00	600.00	36.67 %
Training/Tuition		1,000.00	
Travel Expenses	1,220.81	1,200.00	101.73 %
<b>Total Professional Development</b>	<b>1,440.81</b>	<b>2,800.00</b>	<b>51.46 %</b>
Professional Services			
Audit	8,360.00	8,300.00	100.72 %
Information Technology	35,789.80	55,000.00	65.07 %
Internet Services	7,591.30	9,300.00	81.63 %
Legal Service	1,040.00	3,000.00	34.67 %
OCLC Interlibrary Loan		0.00	
Other Professional Services	2,457.53	3,600.00	68.26 %
Payroll Service	3,005.01	4,100.00	73.29 %
Publishing	1,182.60	600.00	197.10 %
SHARE Membership		0.00	
<b>Total Professional Services</b>	<b>59,426.24</b>	<b>83,900.00</b>	<b>70.83 %</b>
Supplies			
Equipment	6,722.66	10,000.00	67.23 %
Office	8,733.36	11,000.00	79.39 %
Postage	2,756.11	4,200.00	65.62 %
<b>Total Supplies</b>	<b>18,212.13</b>	<b>25,200.00</b>	<b>72.27 %</b>
Unapplied Cash Bill Payment Expense	0.00		
Utilities			
Electricity	35,834.93	56,000.00	63.99 %
Natural Gas	5,051.49	9,750.00	51.81 %
Telephone/Fax	2,341.34	3,600.00	65.04 %
Water/Sewer	1,851.75	3,000.00	61.73 %
<b>Total Utilities</b>	<b>45,079.51</b>	<b>72,350.00</b>	<b>62.31 %</b>
<b>Total Expenses</b>	<b>\$1,034,432.05</b>	<b>\$1,457,818.48</b>	<b>70.96 %</b>
NET OPERATING INCOME	<b>\$244,737.13</b>	<b>\$ -169,126.32</b>	<b>-144.71 %</b>
NET INCOME	<b>\$244,737.13</b>	<b>\$ -169,126.32</b>	<b>-144.71 %</b>

# Mississippi Valley Library District

## Profit and Loss Comparison

July 1, 2023 - April 1, 2024

	TOTAL	
	JUL 1, 2023 - APR 1, 2024	JUL 1, 2022 - APR 1, 2023 (PY YTD)
<b>Income</b>		
Charges for Services		
Fax	2,598.45	2,274.80
Non-resident Fees		87.00
Printing/Copying	7,895.77	6,577.12
<b>Total Charges for Services</b>	<b>10,494.22</b>	<b>8,938.92</b>
Fines & Forfeitures		
Fines	403.80	317.69
Lost or Damaged Books/Inhouse	1,857.47	1,160.18
<b>Total Fines &amp; Forfeitures</b>	<b>2,261.27</b>	<b>1,477.87</b>
Intergovernment Revenue		
E-Rate	9,551.00	14,633.69
Grants		
FY2022 Per Capita Grant		48,794.48
FY2022 PNG Grant		8,034.51
FY2023 Penny Severns Grant		2,814.75
FY2023 Per Capita Grant	48,794.48	
FY2023 PNG Grant	2,572.05	9,952.51
FY2024 PNG Grant	2,904.48	
Other Grants	2,975.00	
<b>Total Grants</b>	<b>57,246.01</b>	<b>69,596.25</b>
Replacement Tax	45,120.86	61,902.41
<b>Total Intergovernment Revenue</b>	<b>111,917.87</b>	<b>146,132.35</b>
Other Revenues		
COBRA Reimbursements	12,538.80	
Donations - Des & Undes	8,963.13	17,178.75
Interest Income	13,839.75	5,954.86
Miscellaneous	501.15	2,071.00
Online Sales (deleted)		31.27
Property License Agreements	15,000.00	15,000.00
Reimbursements Other libraries	961.26	1,059.28
Rental Income		
Blum House Rental	10,435.20	9,381.25
Collinsville Rooms	1,875.12	1,020.00
FC Pavilion	550.00	
FC Rooms	50.00	50.00
<b>Total Rental Income</b>	<b>12,910.32</b>	<b>10,451.25</b>
Sale of Items	3,550.63	2,801.25
<b>Total Other Revenues</b>	<b>68,265.04</b>	<b>54,547.66</b>

# Mississippi Valley Library District

## Profit and Loss Comparison

July 1, 2023 - April 1, 2024

	TOTAL	
	JUL 1, 2023 - APR 1, 2024	JUL 1, 2022 - APR 1, 2023 (PY YTD)
<b>Taxes</b>		
Audit	8,093.51	4,968.88
Building Maintenance	109,837.46	92,429.61
FICA/Medicare	52,028.29	44,724.15
IMRF	38,153.84	37,269.78
Liability Insurance	56,652.37	93,423.38
Property Tax	821,465.31	745,400.54
<b>Total Taxes</b>	<b>1,086,230.78</b>	<b>1,018,216.34</b>
<b>Total Income</b>	<b>\$1,279,169.18</b>	<b>\$1,229,313.14</b>
<b>GROSS PROFIT</b>	<b>\$1,279,169.18</b>	<b>\$1,229,313.14</b>
<b>Expenses</b>		
<b>Maintenance Services</b>		
Building	97,961.72	50,045.26
Equipment	6,775.15	7,542.85
Grounds	9,715.16	5,905.00
<b>Total Maintenance Services</b>	<b>114,452.03</b>	<b>63,493.11</b>
<b>Materials</b>		
Adult Audio Visual Items	8,080.84	8,630.95
Adult Print Materials	19,003.84	20,646.92
Juvenile Audio Visual Items	1,626.31	1,344.54
Juvenile Print Items	2,807.70	2,929.21
Online Databases	4,344.93	9,676.38
Other Materials	921.36	320.00
Virtual Items	2,488.74	2,197.18
<b>Total Materials</b>	<b>39,273.72</b>	<b>45,745.18</b>
<b>Other Expenditures</b>		
Donation Expenditures - Des.	7,340.53	4,111.10
<b>Grant Expenses</b>		
FY2022 Per Capita Grant		48,295.48
FY2022 PNG Grant		480.37
FY2023 Penny Severns Grant		3,905.38
FY2023 Per Capita Grant	39,850.48	
FY2023 PNG Grant		11,026.49
FY2024 PNG Grant	3,493.48	
Other Grants	4,934.11	
<b>Total Grant Expenses</b>	<b>48,278.07</b>	<b>63,707.72</b>
Liability & Building Insurance	24,766.48	27,211.72
Miscellaneous	4,442.16	2,504.48
Payments to Other Libraries	1,011.57	632.47

# Mississippi Valley Library District

## Profit and Loss Comparison

July 1, 2023 - April 1, 2024

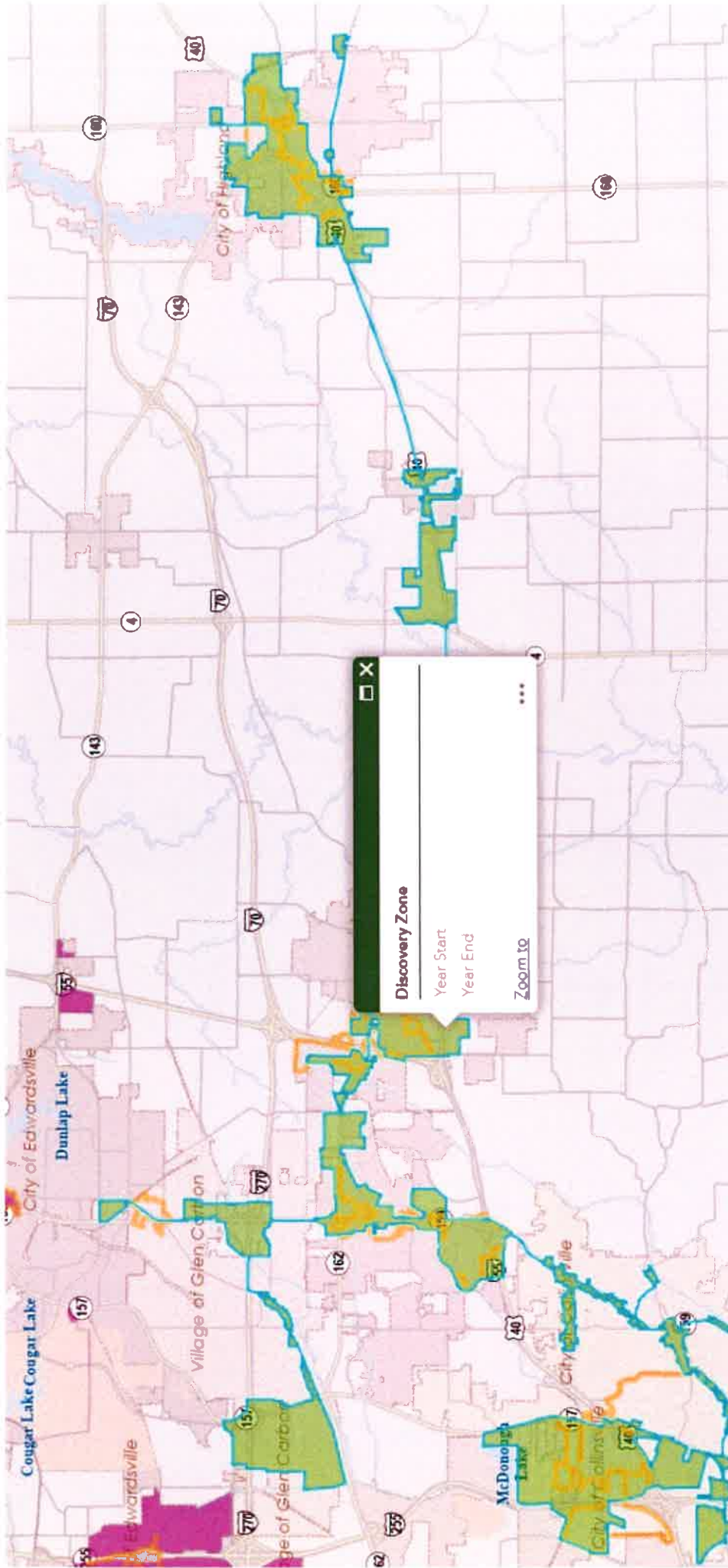
	TOTAL	
	JUL 1, 2023 - APR 1, 2024	JUL 1, 2022 - APR 1, 2023 (PY YTD)
Programming	3,079.19	2,194.30
Vehicles	3,697.47	1,044.16
<b>Total Other Expenditures</b>	<b>92,615.47</b>	<b>101,405.95</b>
Personnel		
Benefits		
FICA Company	38,091.04	35,606.82
Health/Dental Insurance	62,179.81	50,590.49
IL Unemployment Company	5,580.75	4,294.19
IMRF	58,354.70	59,036.92
<b>Total Benefits</b>	<b>164,206.30</b>	<b>149,528.42</b>
Salaries		
Full Time	387,223.63	353,982.32
Part time	112,502.21	113,364.21
<b>Total Salaries</b>	<b>499,725.84</b>	<b>467,346.53</b>
<b>Total Personnel</b>	<b>663,932.14</b>	<b>616,874.95</b>
Professional Development		
Dues	220.00	319.64
Travel Expenses	1,220.81	855.98
<b>Total Professional Development</b>	<b>1,440.81</b>	<b>1,175.62</b>
Professional Services		
Audit	8,360.00	8,200.00
Information Technology	35,789.80	41,799.84
Internet Services	7,591.30	7,561.93
Legal Service	1,040.00	1,900.00
Other Professional Services	2,457.53	2,873.07
Payroll Service	3,005.01	2,801.86
Publishing	1,182.60	492.80
<b>Total Professional Services</b>	<b>59,426.24</b>	<b>65,629.50</b>
Supplies		
Equipment	6,722.66	11,621.84
Office	8,733.36	8,866.41
Postage	2,756.11	3,118.40
<b>Total Supplies</b>	<b>18,212.13</b>	<b>23,606.65</b>
Unapplied Cash Bill Payment Expense	0.00	0.00
Utilities		
Electricity	35,834.93	40,802.55
Natural Gas	5,051.49	7,033.57
Telephone/Fax	2,341.34	2,690.74

# Mississippi Valley Library District

## Profit and Loss Comparison

July 1, 2023 - April 1, 2024

	TOTAL	
	JUL 1, 2023 - APR 1, 2024	JUL 1, 2022 - APR 1, 2023 (PY YTD)
Water/Sewer	1,851.75	2,215.14
<b>Total Utilities</b>	<b>45,079.51</b>	<b>52,742.00</b>
<b>Total Expenses</b>	<b>\$1,034,432.05</b>	<b>\$970,672.96</b>
NET OPERATING INCOME	<b>\$244,737.13</b>	<b>\$258,640.18</b>
NET INCOME	<b>\$244,737.13</b>	<b>\$258,640.18</b>







## MADISON COUNTY COMMUNITY DEVELOPMENT DEPARTMENT

### Fact Sheet

# Madison County Discovery Enterprise Zone

A contiguous area of portions of unincorporated Madison County and the municipalities of Collinsville, Glen Carbon, Highland, St. Jacob, Maryville, and Troy were designated as an Illinois Enterprise Zone area on January 1, 2016. As a result of this designation, these local units of government are able to offer the following special state and local incentives to promote and encourage economic development within the Madison County Discovery Enterprise Zone.

#### **Sales Tax Exemption**

A sales tax exemption on building materials used to improve and/or renovate real property for qualified commercial, industrial or manufacturing projects within the Enterprise Zone is available to individuals and businesses that purchase their building materials from Illinois retailers or suppliers. To receive this sales tax exemption, contractors or businesses must provide retailers "Purchaser Statements" that identify their renovation or improvement projects as being within the Zone and a certification from the Madison County Discovery Enterprise Zone Administrator that the proposed project is located within the Zone and is eligible to receive the Sales Tax Exemption. The Zone Administrator processes the certificates in conjunction with the Illinois Department of Revenue who issues them through emails.

#### **Investment Tax Credit**

A state investment tax credit of 0.5 percent is allowed a taxpayer who invests in qualified property in a zone. Qualified property includes machinery, equipment, and buildings. The credit may be carried forward for up to five years. This credit is in addition to the regular .5 percent investment tax credit which is available throughout the state as well as a .5 percent credit for taxpayers that increase their employment in Illinois by one percent over the preceding year.

#### **Machinery and Equipment Exemption**

A 6.25 percent state sales tax exemption is available on purchases of tangible personal property to be used or consumed in the manufacturing or assembly process or in the operation of a pollution control facility within an enterprise zone. Eligibility for this exemption is contingent upon a business making a \$5 million investment which causes the creation of 200 full-time equivalent jobs in Illinois or an investment of \$40 million for the retention of 2,000 full-time jobs in Illinois or an investment of \$40 million and retaining 90 percent of the jobs in place on the date of certification. The majority of the jobs created or retained must be located in the enterprise zone in which the investment occurs. A business must make application to and be certified by the Illinois Department of Commerce and Economic Opportunity (DCEO).

The exemption is applicable to the following:

1. Hand tools used to maintain, repair, or operate machinery and equipment

2. Abrasives, acids, polishing compounds, or lubricants used or consumed in the manufacturing or assembly process
3. Manufacturing fuels, coolants, adhesives, solvents, or cleaning compounds used to maintain, repair, or operate machinery and equipment
4. Protective clothing and safety equipment
5. Fuels, chemicals, and catalysts used in the operation of pollution control facilities

**Utility Tax Exemption**

A state utility tax exemption on gas, electricity, and the Illinois Commerce Commission's administrative charge is available to businesses located in enterprise zones. Eligibility for this exemption is contingent upon a business making a \$5 million investment which causes the creation of 200 full-time equivalent jobs in Illinois or an investment of \$20 million for the retention of 1,000 full-time jobs in Illinois. The majority of the jobs created or retained must be located in the enterprise zone in which the investment occurs.

A business must make application to and be certified by DCEO for the state utility tax exemption.

**Additional Business Assistance Programs** Businesses that locate or expand their operations within the Madison County Discovery Zone are also eligible to receive financial, training, and general technical assistance from the wide variety of business assistance programs that are designed to encourage businesses to retain, expand, or locate their facilities in Madison County.

**For Additional Information Contact:**

Holly Klausung, Coordinator  
Madison County Community Development  
(618) 296-4247  
[hmklausung@madisoncountyiil.gov](mailto:hmklausung@madisoncountyiil.gov)

# Madison County Enterprise Zones

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Madison County Employees attend the ribbon cutting at the Pontoon Beach Fairfield Inn in the Gateway Commerce Center

The Madison County Discovery, Gateway Commerce Center, River bend, and the Southwestern Madison County Enterprise Zones are specific areas that have been designated by the State of Illinois, Madison County and participating municipalities to provide special tax incentives to encourage businesses to locate, expand and retain their operations with the enterprise zones.

The Madison County Discovery Zone is comprised of portions of the municipalities of Collinsville, Glen Carbon, Highland, St. Jacob, Maryville, Troy, and unincorporated Madison County. The Gateway Commerce Center Enterprise Zone is comprised of portions of the municipalities of Edwardsville and Pontoon Beach, as well as unincorporated areas of Madison County. The Riverbend Enterprise Zone is comprised of portions of the municipalities of Alton, Bethalto, East Alton, Hartford, Roxana, South Roxana, Wood River and

unincorporated Madison County. The Southwestern Madison County Enterprise Zone is comprised of portions of Granite City, Madison, Venice and unincorporated Madison County.

## **Madison County Enterprise Zone Maps**

**New!** [Interactive GIS Enterprise Zone Viewer](#)

[Riverbend Enterprise Zone](#)

[Gateway Commerce Center Zone](#)

[Southwestern Enterprise Zone](#)

[Discovery Zone Enterprise Zone](#)

## **Enterprise Zone Facts**

[Riverbend Enterprise Zone Facts](#)

[Gateway Commerce Center Zone Facts](#)

[Southwestern Enterprise Zone Facts](#)

[Discovery Zone Facts](#)

## **Sales Tax Exemption**

A sales tax exemption on building materials used to improve and/or renovate real property for qualified commercial, industrial or manufacturing projects within the Enterprise Zone is available to individuals and businesses that purchase their building materials from Illinois retailers or suppliers. To receive this sales tax exemption, contractors or businesses must provide retailers "Purchaser Statements" that identify their renovation or improvement projects as being within the Zone and a certification from the Madison County Discovery Enterprise Zone Administrator that the proposed project is located within the Zone and is eligible to receive the Sales Tax Exemption. The Zone Administrator processes the certificates in conjunction with the Illinois Department of Revenue who issues them through emails.

## **Property Tax Abatement**

Property owners that improve and/or renovate industrial, commercial, or manufacturing property within the Gateway Commerce Center, Riverbend Enterprise Zone, or Southwestern Madison County Enterprise Zone are eligible to receive varying lengths of property tax abatement on the assessed value of the improvements and/or renovations. Properties in Tax Increment Finance (TIF) Districts are not eligible for property tax abatement. To receive this abatement, property owners must obtain building permits and submit Enterprise Zone "Project Information Forms" for their renovation or improvement projects. Please see the fact sheet (above) for your prospective enterprise zone to learn more about that zone's property tax abatement program.

## **Investment Tax Credit**

A state investment tax credit of 0.5 percent is allowed a taxpayer who invests in qualified property in a zone. Qualified property includes machinery, equipment, and buildings. The credit may be carried forward for up to five years. This credit is in addition to the regular .5 percent investment tax credit which is available throughout the state as well as a .5 percent credit for taxpayers that increase their employment in Illinois by one percent over the preceding year.

## **Machinery and Equipment Exemption**

A 6.25 percent state sales tax exemption is available on purchases of tangible personal property to be used or consumed in the manufacturing or assembly process or in the operation of a pollution control facility within an enterprise zone. Eligibility for this exemption is contingent upon a business making a \$5 million investment which causes the creation of 200 full-time equivalent jobs in Illinois or an investment of \$40 million for the retention of 2,000 full-time jobs in Illinois or an investment of \$40 million and retaining 90 percent of the jobs in place on the date of certification. The majority of the jobs created or retained must be located in the enterprise zone in which the investment occurs. A business must make application to and be certified by the Illinois Department of Commerce and Economic Opportunity (DCEO).

The exemption is applicable to the following:

1. Hand tools used to maintain, repair, or operate machinery and equipment
2. Abrasives, acids, polishing compounds, or lubricants used or consumed in the manufacturing or assembly process
3. Manufacturing fuels, coolants, adhesives, solvents, or cleaning compounds used to maintain, repair, or operate machinery and equipment
4. Protective clothing and safety equipment
5. Fuels, chemicals, and catalysts used in the operation of pollution control facilities

## **Utility Tax Exemption**

A state utility tax exemption on gas, electricity, and the Illinois Commerce Commission's administrative charge is available to businesses located in enterprise zones. Eligibility for this exemption is contingent upon a business making a \$5 million investment which causes the creation of 200 full-time equivalent jobs in Illinois or an investment of \$20 million for the retention of 1,000 full-time jobs in Illinois. The majority of the jobs created or retained must be located in the enterprise zone in which the investment occurs.

A business must make application to and be certified by DCEO for the state utility tax exemption.

## **Additional Business Assistance Programs**

Businesses that locate or expand their operations within the Madison County Discovery Zone are also eligible to receive financial, training, and general technical assistance from the wide variety of business assistance programs that are designed to encourage businesses to retain, expand, or locate their facilities in Madison County.



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 <sup>1</sup>	WITH PROJECT <sup>2</sup>	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

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

<sup>2</sup>Tax 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.

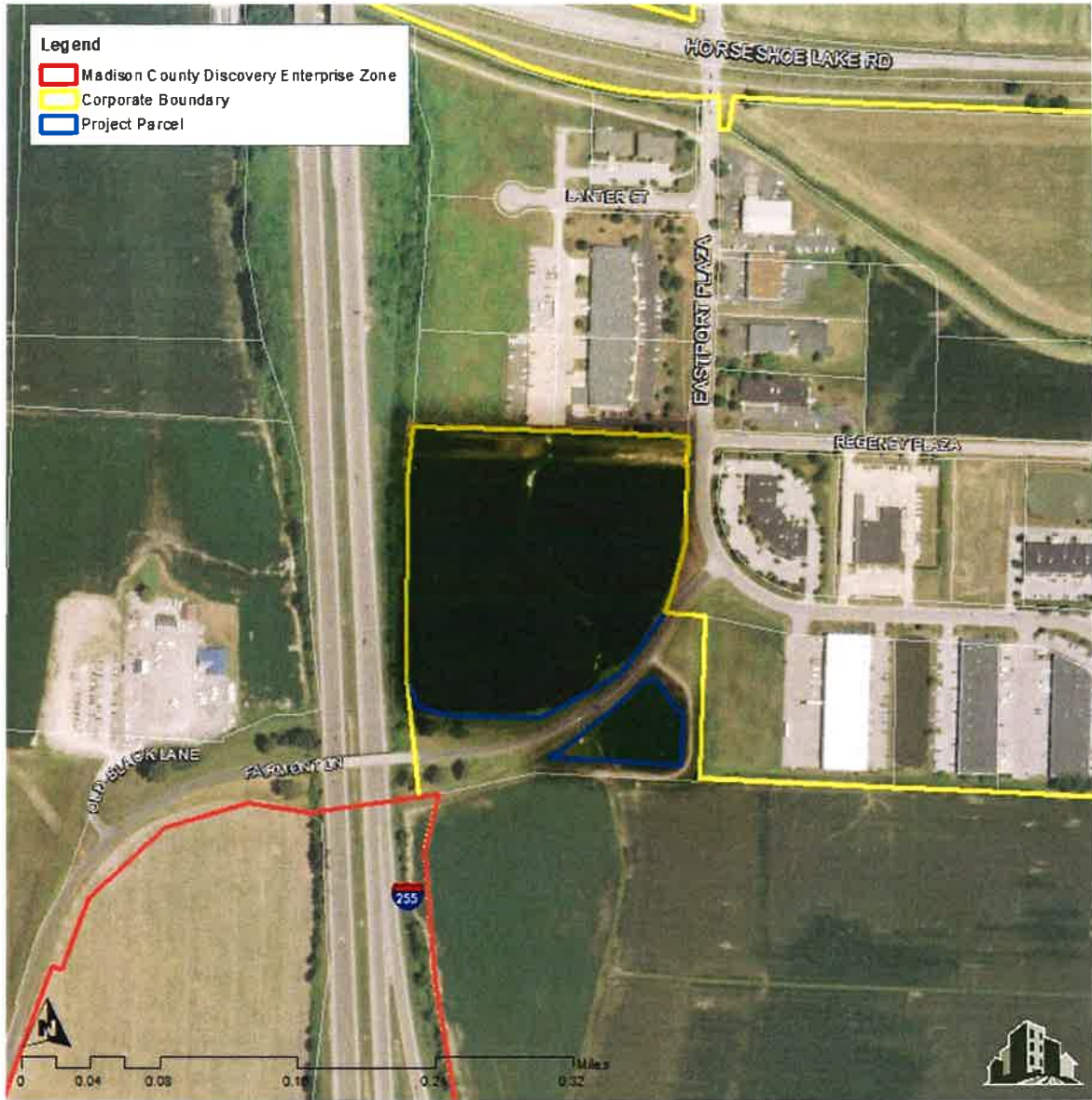
Sincerely,

Holly Klausung  
 Madison County Discovery Enterprise Zone Administrator

Enclosure: Sample Resolution



Exhibit A



**Exhibit B**

**PROPERTY TAX PROJECTIONS (NO PROJECT)**  
EASTPORT PLAZA DR

	Year										TOTAL	
	1	2	3	4	5	6	7	8	9	10		
Total Market Value	\$24,660	\$24,700	\$25,100	\$25,400	\$25,700	\$26,000	\$26,300	\$26,600	\$26,900	\$27,200		
Total Assessed Value <sup>1</sup>	\$8,220	\$8,300	\$8,400	\$8,500	\$8,600	\$8,700	\$8,800	\$8,900	\$9,000	\$9,100		
Multiplier	1.01											
	Market Value	Assessed Value	Property Tax Abatement	Market Value	Assessed Value	Property Tax Abatement	Market Value	Assessed Value	Property Tax Abatement	Market Value	Assessed Value	Property Tax Abatement
COLLINSVILLE CU #10	\$300	\$400	0%	\$400	\$400	0%	\$400	\$400	0%	\$400	\$400	0%
STATE PARK FIRE	\$40	\$40	0.5098%	\$40	\$40	0.5098%	\$40	\$40	0.5098%	\$40	\$40	0.5098%
MADISON COUNTY	\$40	\$40	0.4809%	\$40	\$40	0.4809%	\$40	\$40	0.4809%	\$40	\$40	0.4809%
SW IL COLLEGE #522	\$30	\$30	0.4186%	\$30	\$30	0.4186%	\$30	\$30	0.4186%	\$30	\$30	0.4186%
METRO EAST SANITARY	\$30	\$30	0.3653%	\$30	\$30	0.3653%	\$30	\$30	0.3653%	\$30	\$30	0.3653%
COLLINSVILLE ROAD	\$20	\$20	0.3019%	\$20	\$20	0.3019%	\$20	\$20	0.3019%	\$20	\$20	0.3019%
COLLINSVILLE AREA RECR.	\$20	\$20	0.2125%	\$20	\$20	0.2125%	\$20	\$20	0.2125%	\$20	\$20	0.2125%
MISS VALLEY LIBRARY	\$10	\$10	0.1315%	\$10	\$10	0.1315%	\$10	\$10	0.1315%	\$10	\$10	0.1315%
Property Taxes Paid <sup>2</sup>	\$510	\$620	6.8444%	\$630	\$630	6.8444%	\$630	\$630	\$640	\$640	\$640	\$640
Property Taxes Abated	\$0	\$0		\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0
	Market Value	Assessed Value	Property Tax Abatement	Market Value	Assessed Value	Property Tax Abatement	Market Value	Assessed Value	Property Tax Abatement	Market Value	Assessed Value	Property Tax Abatement
COLLINSVILLE CU #10	\$400	\$400	0%	\$400	\$400	0%	\$400	\$400	0%	\$400	\$400	0%
STATE PARK FIRE	\$40	\$40	0.5098%	\$40	\$40	0.5098%	\$40	\$40	0.5098%	\$40	\$40	0.5098%
MADISON COUNTY	\$40	\$40	0.4809%	\$40	\$40	0.4809%	\$40	\$40	0.4809%	\$40	\$40	0.4809%
SW IL COLLEGE #522	\$40	\$40	0.4186%	\$40	\$40	0.4186%	\$40	\$40	0.4186%	\$40	\$40	0.4186%
METRO EAST SANITARY	\$30	\$30	0.3653%	\$30	\$30	0.3653%	\$30	\$30	0.3653%	\$30	\$30	0.3653%
COLLINSVILLE ROAD	\$20	\$20	0.3019%	\$20	\$20	0.3019%	\$20	\$20	0.3019%	\$20	\$20	0.3019%
COLLINSVILLE AREA RECR.	\$20	\$20	0.2125%	\$20	\$20	0.2125%	\$20	\$20	0.2125%	\$20	\$20	0.2125%
MISS VALLEY LIBRARY	\$10	\$10	0.1315%	\$10	\$10	0.1315%	\$10	\$10	0.1315%	\$10	\$10	0.1315%
Property Taxes Paid <sup>2</sup>	\$620	\$630	6.8444%	\$640	\$640	6.8444%	\$640	\$640	\$650	\$650	\$650	\$650
Property Taxes Abated	\$0	\$0		\$0	\$0		\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$27,500	\$28,100		\$28,400	\$28,700		\$29,000	\$29,300	\$29,600	\$29,900	\$30,200	
	\$9,200	\$9,600		\$9,500	\$9,800		\$9,700	\$9,800	\$10,000	\$10,100	\$10,100	
	0%	0%		0%	0%		0%	0%	0%	0%	0%	

<sup>1</sup>Total 2022 Equalized Assessed Value of Existing Property  
<sup>2</sup>Tax 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

	1	2	3	4	5	6	7	8	9	10
Estimated Market Value Increase	\$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
Estimated Assessed Value Increase	\$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
Existing Market Value	\$8,260	\$8,300	\$8,400	\$8,500	\$8,600	\$8,700	\$8,800	\$8,900	\$9,000	\$9,100
Existing Assessed Value	\$8,220	\$8,260	\$8,360	\$8,460	\$8,560	\$8,660	\$8,760	\$8,860	\$8,960	\$9,060
Total Market Value	\$9,399,220	\$9,493,260	\$9,588,400	\$9,684,500	\$9,781,600	\$9,879,700	\$9,978,800	\$10,078,900	\$10,179,000	\$10,279,100
Total Assessed Value <sup>1</sup>	\$3,130,000	\$3,161,367	\$3,193,333	\$3,225,333	\$3,257,667	\$3,290,333	\$3,323,333	\$3,356,667	\$3,390,333	\$3,424,333
Multiplier:	1.01									
<b>Year</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
<b>Total Market Value</b>	\$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
<b>Total EAV</b>	\$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
<b>Base EAV</b>	\$9,200	\$9,300	\$9,400	\$9,500	\$9,600	\$9,700	\$9,800	\$9,900	\$10,000	\$10,100
<b>Total EAV Increment</b>	\$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
<b>Property Tax Abatement</b>	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
<b>COLLINSVILLE CU #10</b>	\$147,000	\$148,000	\$149,000	\$151,000	\$152,000	\$154,000	\$156,000	\$157,000	\$159,000	\$160,000
<b>CITY OF COLLINSVILLE</b>	\$22,000	\$22,000	\$23,000	\$23,000	\$23,000	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000
<b>MADISON COUNTY</b>	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$18,000	\$18,000	\$18,000	\$18,000
<b>SW IL COLLEGE #522</b>	\$14,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$16,000	\$16,000	\$16,000
<b>METRO EAST SANITARY</b>	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$14,000	\$14,000	\$14,000
<b>COLLINSVILLE ROAD</b>	\$10,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000
<b>COLLINSVILLE AREA RECR.</b>	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$8,000	\$8,000	\$8,000	\$8,000
<b>MISS VALLEY LIBRARY</b>	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$7,000	\$7,000	\$7,000	\$7,000
<b>COLLINSVILLE TOWNSHIP</b>	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
<b>Property Taxes Paid<sup>2</sup></b>	\$241,000	\$245,000	\$247,000	\$250,000	\$251,000	\$253,000	\$257,000	\$260,000	\$262,000	\$263,000
<b>Property Taxes Abated</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Year</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
<b>Total Market Value</b>	\$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
<b>Total EAV</b>	\$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
<b>Base EAV</b>	\$9,200	\$9,300	\$9,400	\$9,500	\$9,600	\$9,700	\$9,800	\$9,900	\$10,000	\$10,100
<b>Total EAV Increment</b>	\$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
<b>Property Tax Abatement</b>	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
<b>COLLINSVILLE CU #10</b>	\$147,000	\$148,000	\$149,000	\$151,000	\$152,000	\$154,000	\$156,000	\$157,000	\$159,000	\$160,000
<b>CITY OF COLLINSVILLE</b>	\$22,000	\$22,000	\$23,000	\$23,000	\$23,000	\$24,000	\$24,000	\$24,000	\$24,000	\$24,000
<b>MADISON COUNTY</b>	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$18,000	\$18,000	\$18,000	\$18,000
<b>SW IL COLLEGE #522</b>	\$14,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$16,000	\$16,000	\$16,000
<b>METRO EAST SANITARY</b>	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$14,000	\$14,000	\$14,000
<b>COLLINSVILLE ROAD</b>	\$10,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000	\$11,000
<b>COLLINSVILLE AREA RECR.</b>	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$8,000	\$8,000	\$8,000	\$8,000
<b>MISS VALLEY LIBRARY</b>	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$7,000	\$7,000	\$7,000	\$7,000
<b>COLLINSVILLE TOWNSHIP</b>	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
<b>Property Taxes Paid<sup>2</sup></b>	\$241,000	\$245,000	\$247,000	\$250,000	\$251,000	\$253,000	\$257,000	\$260,000	\$262,000	\$263,000
<b>Property Taxes Abated</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>										

<sup>1</sup> Estimated total assessed value of full build-out.  
<sup>2</sup> Tax Code 931 - #10; COLLINSVILLE CITY; MES, 2022 Tax Rate. Projections assume tax rate remains constant.





**Resolution 24-02**  
**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 the Mississippi Valley Library District.

AYES: \_\_\_\_\_  
NAYS: \_\_\_\_\_  
ABSENT: \_\_\_\_\_  
ABSTENTIONS: \_\_\_\_\_

PASSED and APPROVED by the Board of Trustees of the Mississippi Valley Library District this 15<sup>th</sup> Day of April, 2024.

\_\_\_\_\_  
President of the Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary of the Board of Trustees

**EXHIBIT A**  
**PROPERTY DESCRIPTION - BHMG 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



Proposed Salary and Wage Scales for FY2025

Pay Grade	FLSA	Position Title	CURRENT			PROPOSED/NEW		
			Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
7	E	Executive Director	\$72,100.00 \$34.66	\$77,250.00 \$37.14	\$82,400.00 \$39.62	\$74,263.00 \$35.70	\$79,567.50 \$38.25	\$84,872.00 \$40.80
6	E	Assistant Director	\$51,500.00 \$24.76	\$58,916.00 \$28.33	\$65,343.20 \$31.42	\$53,045.00 \$25.50	\$60,683.48 \$29.17	\$67,303.50 \$32.36
5	NE	Circulation Supervisor	\$38,937.60 \$18.72	\$43,264.00 \$20.80	\$47,590.40 \$22.88	\$40,495.10 \$19.47	\$44,994.56 \$21.63	\$49,494.02 \$23.80
4	NE	Maintenance Technician	\$37,856.00 \$18.20	\$42,182.40 \$20.28	\$46,508.80 \$22.36	\$39,370.24 \$18.93	\$43,869.70 \$21.09	\$48,369.15 \$23.25
3	NE	Librarian: Children's Librarian, Local History & Genealogy Librarian, Marketing Coordinator, Program Coordinator, Cataloger, Office Coordinator, Computer Lab & ILL Coordinator	\$36,774.40 \$17.68	\$41,100.80 \$19.76	\$45,427.20 \$21.84	\$38,245.38 \$18.39	\$42,744.83 \$20.55	\$47,244.29 \$22.71
2	NE	Level 1 Library Clerk (39>18 hrs/wk)	\$22,932.00 \$15.75	\$25,232.48 \$17.33	\$27,518.40 \$18.90	\$24,078.60 \$16.54	\$26,494.10 \$18.20	\$28,894.32 \$19.85
1	NE	Level 2 Library Clerk (<18 hrs/wk)	\$14,000.00 \$14.00	\$15,660.00 \$15.66	\$17,280.00 \$17.28	\$15,000.00 \$15.00	\$17,121.08 \$17.12	\$18,892.22 \$18.89

\* As of 4/17/2023, Executive Director's salary determined according to employment contract. Currently (FY2024) \$76,500; 3% for FY2025 is \$78,795. Effective through 4/17/2027.



# DRAFT PERSONNEL: APPLICATION, SELECTION, AND EMPLOYMENT POLICY

## Presented April 15, 2024

### KEY:

**Bolded** = new wording

~~Strikethrough~~ = removed wording

## 6.2 Application, Selection, and Employment

### 6.2.1 Application and Interview

The Library provides equal employment and advancement opportunities for all employees and applicants for employment. All personnel actions and employee programs are administered on a nondiscriminatory basis. **The Library employs individuals aged 16 and over.** The Library recruits both internally and externally for vacant positions. Appropriate media are used to advertise for available positions. Application may be made by resume. Applicants may be asked to supply additional support documentation based on the requirements of the position.

Reviewed and Approved, 1/22/2018. Revised 4/15/2024.

### 6.2.2 Selection and Appointment

Applicants for the position of Executive Director will be interviewed by the Board-appointed Personnel Committee. Appointment to the Executive Director position will be made by the Board of Trustees.

All other applicants for employment will be interviewed by the Executive Director and/or Assistant Director, with final selection by the Executive Director. Anyone accepting a position with the Library will have open access to the Policy and Personnel Manuals and will be responsible for following these policies and procedures.

**Applicants selected for employment are required to complete the Library's employment application form no later than their first day of employment. The purpose of this form is to certify that information provided during the application process is correct and to make applicants aware that providing false information will disqualify the applicant from further consideration or result in immediate termination of employment.**

**Applicants selected for employment are required to complete background checks. An applicant will not automatically be removed from consideration or employment for having one or more "hits" returned on the background check. In accordance with applicable state and federal laws, it is the practice of the Library not to base employment decisions on the criminal history of an applicant for employment unless: (1) federal or state law prohibits hiring an individual with certain criminal convictions for the position that the applicant is seeking; (2) the applicant has been convicted of an infraction that is reasonably related to the position sought, and denial of employment based on that criminal history is consistent with business necessity and the Library's duty to serve and protect its residents; or (3) there is an unreasonable risk to property, safety, or welfare. The Library shall notify the applicant and follow applicable law(s) should they be disqualified for a specific position due to their past criminal convictions.**

An employee who was previously employed at the Library may be considered for rehire if they followed proper procedure according to the Policy 67.6.1 RESIGNATION at the time that they left the Library's employment and if they were not terminated **for cause** or dismissed from their prior position.

Reviewed and Approved, 1/22/2018. Revised 4/15/2024.

### 6.2.3 **Introductory Probationary** Period

The first three months of employment will be considered an **introductory probationary** period during which time the individual is trained and evaluated for effective job performance. This period allows the Library to determine the employee's suitability for the position and for continued employment by the Library. It also allows employees an opportunity to decide if they are satisfied with the position and the Library as an employer. **New employees will complete a training checklist within the introductory period. Completion of this checklist will be a strong indicator, but not the sole deciding factor, as to whether a new employee will be a good fit for the position they were hired to fill.** ~~A written evaluation will be done after three months. More frequent evaluations will be done when deemed necessary. Employment may be terminated at any time during this period if the employee is unable or fails to perform the duties required by the position.~~

Reviewed and Approved, 1/22/2018. Revised 4/15/2024.

### 6.2.4 At Will Employment

It is the policy of the Library that all employment is on an 'at will' basis which allows the employment to be terminated at any time by either the employee or the Library 'at will' with or without cause. Nothing in this policy shall be held to convey to any employee a promise or offer of any type of right to continued employment. This is not an employment contract.

Reviewed and Approved, 1/22/2018

**DRAFT INTERLIBRARY LOAN POLICY**  
**Presented April 15, 2024**

KEY:

**Bolded** = new wording

~~Strikethrough~~ = removed wording

### 3.5 Interlibrary Loan

**Interlibrary loan (commonly referred to as “ILL”) is the process by which a library requests materials from, or supplies materials to, another library. Through interlibrary loan, patrons may request materials from other libraries. Requested materials are sent to the Mississippi Valley Library District (hereafter “Library”), where the patron may check out the items or use them in the Library (if so stipulated by the owning library).**

~~The Mississippi Valley Library District (hereafter “Library”) is an active member of the SHARE library automation consortium. The Library draws upon the collections and resources of other SHARE members as the primary way of supplementing the Library’s own collection. The Library complies with the borrowing and lending policies set by SHARE as required by the membership contract. Items requested through SHARE are provided to patrons free of charge.~~

~~The Library follows the American Library Association’s Interlibrary Loan Code for the United States.~~ If SHARE is unable to provide access to a requested item, patrons may request that the Library pursue interlibrary loan through **OCLC’s Worldcat**, an international library lending network. **The Worldcat lending service is only available to Library cardholders; cardholders from other libraries must contact their home library for this type of request.** Patrons requesting materials through Worldcat ~~may~~ **will** be required to pay a postage fee for out-of-state materials.

**The Library affirms that interlibrary loan is an adjunct to, not a substitute for, the Library’s collections. The Library exhausts all local resources first, including its own collections and those from libraries in SHARE, before requesting items from libraries through other sources.**

The Library ~~endorses~~ **follows the Illinet Interlibrary Loan Code and the American Library Association’s Interlibrary Loan Code for the United States. The Library complies with United States Copyright Law (17 U.S.C.) and its accompanying guidelines. The Library complies with the borrowing and lending policies of the Illinois Heartland Library System, the SHARE library automation consortium, and OCLC.**

Reviewed and Approved, 9/18/2017. Revised 4/15/2024.

## Chapter 6 (Safety)

Consistency and formal rules can help the library stay a safe public space. Library staff must share responsibility for the safety and security of patrons as well as staff members. The issue of library safety and security covers a wide range of concerns, from natural disasters to more serious incidents such as theft and assault. Emergencies can happen anywhere, at any time. Planning for emergencies is necessary at the most basic levels. All libraries should address emergency preparedness.

### Safety Standards

1. The library provides a list of emergency call numbers at all staff phones in the library. Emergency call numbers include police and fire contacts.
2. A library floor plan shows entrances, exits, location of emergency supplies, fire alarms, and fire extinguishers.
3. The library has an emergency manual and a disaster plan that include instructions for all types of emergencies that might occur in a public library. The plan addresses: bomb threats, chemical release, earthquake, fire, gas leak, serious medical injury or illness, theft, threats to staff and patrons including active shooter, missing child, suspicious packages, severe weather, and lockdown procedures.
4. The library provides annual emergency training for staff in the following areas: fire and tornado drills, use of fire extinguishers, and location of the first aid kit. If the library has a NARCAN® kit and/or automated external defibrillator (AED), staff training is provided.
5. The library provides a call list and contact information that is reviewed biannually. Call list includes staff and library board members. Contact information is available for contractors who provide building maintenance, telecommunication support, deliveries, damage assessment, insurance benefits, landscaping and grounds support, legal advice, supplies, financial records, utilities, and disaster assistance.
6. Emergency medical supplies are stored in a designated location and are accessible to staff.
7. Emergency equipment such as electric, gas and water switches, fire extinguishers, and fire alarms are noted on a library floor plan and are tested biannually.
8. Safety of patrons and staff is paramount in an emergency. If there is time to consider property, a prioritization list shows what should be salvaged in order of importance.
9. A building safety checklist includes daily, weekly, quarterly, semi-annual, and annual safety procedures. Examples include fire and tornado drills, fire extinguisher operation, backflow test, entrances and exits clear, and leaks.
10. The library has a procedure such as a phone tree for letting staff know when it is unsafe to enter the library building.
11. The library has a designated tornado shelter.
12. Emergency exits and evacuation routes out of the library and to the tornado shelter are clearly marked for patrons throughout the library. Fire extinguisher locations are clearly marked.
13. The library provides adequate security for staff, users, and collections.
14. The library has a strong relationship with local police and community safety personnel and communicates with them on a regular basis about safety issues affecting the library.

15. At least two people (one may be a volunteer) shall be on duty during all open hours of operation.
16. Copies of the emergency manual and disaster plan are provided to community safety personnel.
17. Libraries with security cameras must have a policy for use and guidelines including real time access, archived access, and records retention. Signage notifying the use of the cameras must be displayed.

## Safety Checklist

- The library provides a list of emergency call numbers at all staff phones in the library.
- The library has a floor plan that shows entrances, exits, location of emergency supplies, fire alarms, and fire extinguishers.
- The library has an emergency manual and disaster plan.
- The library provides emergency training for staff, including fire and tornado drills, use of fire extinguishers, and location of the first aid kit, NARCAN® kit, and an automated external defibrillator.
- The library provides a call list and contact information that is reviewed biannually.
- Emergency medical supplies are stored in a designated location and are accessible to staff.
- Emergency equipment such as electric, gas and water switches, fire extinguishers, and fire alarms are noted on a library floor plan and are tested biannually.
- A prioritization list shows what should be salvaged in order of importance.
- A building safety checklist includes daily, weekly, quarterly, semi-annual, and annual safety procedures.
- A procedure exists for letting staff know when it is unsafe to enter the building.
- The library has a designated tornado shelter.
- Emergency exits and evacuation routes out of the library and to the tornado shelter are clearly marked. Fire extinguishers are clearly marked.
- The library provides adequate security for staff, users, and collections.
- The library has a strong relationship with local police and community safety personnel and communicates with them on a regular basis about safety issues affecting the library.
- At least two people (one of whom may be a volunteer) shall be on duty during all open hours of operation.
- Copies of the emergency manual and disaster plan are provided to community safety personnel.
- A policy for security camera usage has been adopted and signage is posted.