

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

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

**Via Zoom: <https://us02web.zoom.us/j/87157097559?pwd=p9WbUZzAnvpVZpMKKy9n5xlaDwFSf1.1>**

**Meeting Agenda**

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 June 17, 2024
  - b. Communications
  - c. Administrative Reports
  - d. Finances
    - i. June 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
8. New Business
  - a. Discussion and Possible Adoption of Resolution 25-01: to Authorize Property Tax Abatement for Dayton Freight Lines, Inc. Collinsville Truck Terminal Development
  - b. Discussion and Possible Adoption of Revisions to Freedom of Information Act Policy
  - c. Appointment of Two Trustees to Audit FY2024 Secretary's Records
  - d. Annual Appointment of Whistleblower Auditor
  - e. Discussion and Possible Adoption of Tentative FY2025 Budget and Appropriations Ordinance
  - f. Setting of Date for Budget and Appropriations Ordinance Public Hearing
  - g. Review of Serving Our Public 4.0 Chapter 9
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: June 17, 2024

TIME: 6:30 PM

PLACE: Collinsville Memorial Library, 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  
Kathy Murphy, Trustee  
Ana Romero-Lizana, Trustee  
Mark Schusky, Trustee

Trustees absent:

Lisa McCormick, Secretary

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.
- Cindy Klein-Webb
- Traci Vanek
- DeeAnna Beckham

**Friends of the Library**

- The next book sale is June 21-22, 2024.

**Trustee Comments**

- Romero-Lizana thanked the library for its participation at the annual Holy Rosary Parish Picnic in Fairmont City.

**Consent Items**

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

- a. Approval of Minutes –Regular Board Meeting of May 21, 2024; Finance Committee Meetings of May 29, 2024 and June 5, 2024

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

- b. Communications: Received one email.
- c. Administrative Reports

Executive Director:

- Waltermire shared that transfers from Illinois Funds to the Busey checking account are taking longer than expected, which has led to some issues with funds being available for payroll in a timely manner. Waltermire is transferring a “cushion” amount equal to one payroll and one bill payment into the checking account to prevent future issues.
- Lomax asked what Freegal is. It is a streaming and downloadable music service that the library is recommending for inclusion in the FY2025 budget.
- Romero-Lizana gave kudos for the library’s inclusion in the City of Collinsville’s new resident welcome pack.
- A question was asked about filling the position vacated by Diane Wolfe’s retirement. Internal applications have been received and are under evaluation.

Assistant Director: no updates.

- d. Finances – some discussion occurred.
- e. Committee Reports – The Finance Committee met twice and their recommendation will be discussed under Unfinished Business.

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

- Kulupka - Yes
- Lomax – Yes
- Murphy – Yes
- Romero-Lizana – Yes
- Schusky - Yes
- York - Yes

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

Motion carried.

**Unfinished Business**

- a. Discussion and Adoption of FY2025 Budget  
Waltermire explained what had been changed between the Board review of the draft budget at the May meeting and what was presented for this meeting. There was some discussion without modifications to the presented budget.

Romero-Lizana moved and York seconded to approve the FY2025 budget as presented.

**MINUTES of the MISSISSIPPI VALLEY LIBRARY DISTRICT  
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A roll call vote was taken on the motion:

Kulupka - Yes  
Lomax – Yes  
Murphy – Yes  
Romero-Lizana – Yes  
Schusky - Yes  
York - Yes

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

Motion carried.

**New Business**

- a. Discussion and Approval of Ordinance 24-04 Meeting Dates, Times, and Locations for FY2025

Two options were presented. Option A would keep the meetings on the third Monday of the month, with meetings moved to the third Tuesday for dates on which the MVL D is closed for a holiday. Option B presented meetings on the third Tuesday for all meetings. Both options continued to alternate locations between the Collinsville Memorial Library and the Fairmont City Library. There was brief discussion on the options.

Romero-Lizana moved and Kulupka seconded to adopt Ordinance 24-04.A as presented.

A roll call vote was taken on the motion:

Kulupka - Yes  
Lomax – Yes  
Murphy – Yes  
Romero-Lizana – Yes  
Schusky - Yes  
York - Yes

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

Motion carried.

- b. Informational: Financial Ordinances Calendar for FY2025

Waltermire reviewed a calendar of when the financial ordinances and resolutions would be considered in the coming months. No discussion.

- c. Discussion and Possible Approval of Quotes to Replace Fairmont City HVAC Rooftop Unit(s)

- Four quotes were included in the packet, with three more presented at the meeting.

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

- The lowest quote to replace both rooftop units, from Tettaton Heating and Air Conditioning, had not yet been vetted to see if they pay prevailing wages. The second lowest quote to replace both units, A&H Mechanical, had been vetted.

Kulupka motioned and Romero-Lizana seconded to approve the quote to replace both rooftop units from Tettaton in the amount of \$15,890 if they pay prevailing wages, with backup approval for A&H Mechanical in the amount of \$17,864.00 if Tettaton does not pay prevailing wages.

A roll call vote was taken on the motion:

Kulupka - Yes  
Lomax – Yes  
Murphy – Yes  
Romero-Lizana – Yes  
Schusky - Yes  
York - Yes

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

Motion carried.

d. Review of Serving Our Public 4.0 Chapter 8 – No discussion.

**Closed Session** – None.

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

**Adjournment**

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

A voice vote was taken on the motion.

Kulupka - Yes  
Lomax – Yes  
Murphy – Yes  
Romero-Lizana – Yes  
Schusky - Yes  
York - Yes

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

Motion carried. The meeting adjourned at 7:23 PM.

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**ACLU addressed bylaws concerns**

1 message

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**Cindy Klein-Webb** <ckleinwebb@gmail.com>  
To: board@mvlid.org, Kyla Waltermire <kylaw@mvlid.org>

Tue, Jun 18, 2024 at 8:24 AM

To Whom It May Concern,

I summarized the ACLU letter at last night's meeting in hopes that there would be acknowledgment or a comment regarding the necessity of addressing the unconstitutionality of the previous bylaws passed in March re: public comment. None was forthcoming. I would again like to encourage this board to follow the Constitution via the ACLU letter. Mr. Kevin Fee had also encouraged the trustees to contact him if they have any questions on April the 14th, so I do not understand why there has been a delay in addressing these First Amendment concerns.

I am still hoping to receive a response, so it will be unnecessary for me to proceed to the next step with the ACLU. The Mississippi Valley Library staff work hard to serve all of its patrons and I am hoping the board will do the same. I am looking forward to hearing from the board as soon as possible.

Sincerely,

Cynthia Klein-Webb. M.S. Ed

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## Request for Written Statement from MVLD Trustees

1 message

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**Michael Treece Jr** <miketreece@icloud.com>

Wed, Jun 19, 2024 at 11:22 AM

To: board@mvl.org

Cc: Kyla Waltermire <kylaw@mvl.org>

Good morning,

My name is Michael Treece, and I am a resident of Collinsville, IL, as well as a patron of the MVLD.

At the library board meetings on May 21, 2024, and June 17, 2024, I requested that the Board address the mailer (attached) during trustee comments. However, there was no response from the Board at either meeting. I am now formally requesting written statements from trustees Lomax, York, Murphy, and McCormick addressing the following questions:

1. Has your position on LGBTQ-themed events held at MVLD libraries evolved or changed since this mailer was sent to library patrons?
2. Regardless of your position, are there specific LGBTQ-themed events that you feel are unwelcome, or do you have concerns about any event with an LGBTQ theme?
3. What would you like to say to patrons who feel excluded, unwelcome, and/or targeted due to your endorsement of the attached mailer?

I would appreciate your response by the next regularly scheduled MVLD Board of Trustees meeting on July 15, 2024.

Thank you for your prompt cooperation.

Michael E. Treece, Jr.  
miketreece@icloud.com

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 **MVLD Public Comment May 21, 2024.pdf**  
849K

May 21, 2024

Re: MVLD Board of Trustees Meeting Public Comment

Hello, neighbors.

My name is Michael Treece and I am a resident of Collinsville, IL.

I'm so glad to have this moment to speak with you. You know, one of the most important things we can do in our lives is to create a place where everyone feels welcome, valued, and loved. A place where every person, no matter who they are, feels like they belong. Our libraries are such special places, meant to be sanctuaries of learning, imagination, and community for all.

President Lomax recently said, "I want everyone to feel welcome walking into the library - no discrimination towards anyone." These are beautiful words, and I believe they come from a good place. But sometimes, our actions speak louder than our words. When we send out messages that make people feel unwelcome or hurt, it's important to recognize that and make amends. Having colorful displays and programs that promote ideas on both sides of the political spectrum are not threats, but invitations to embrace diversity and celebrate the wonderful tapestry of our community.

I want to remind us all of a simple, yet profound truth: we are all neighbors. Each one of us, with our unique stories and identities, contributes to the richness of our community. When we shut our doors to some, we miss out on the incredible gifts they bring. When we act out of fear or misunderstanding, we create divisions where there should be unity.

To our board members, I ask you to consider the power of your roles. You have the ability to shape a library that truly reflects the love and acceptance we all wish to see in the world. By embracing every member of our community, regardless of who they love or how they express themselves, you set a shining example of kindness and respect.

I call upon Trustees Lomax, York, Murphy, and McCormick to take time during trustee comments to apologize for the hateful mailer that was sent to patrons of MVLD. Imagine how you would feel if you or someone you loved was behind that hateful, red strikethrough. Please break your silence and offer a sincere apology to our patrons and neighbors to which you have brought so much pain.

Thank you.

Michael Treece

(over)



Notice how the candidates all posed for a professional picture? This means that they must have given consent for this mailer to be sent. I haven't heard any apologies, so far.

**PLEASE VOTE  
APRIL 4<sup>TH</sup>**  
**Collinsville Fairmont City  
Library Board Trustees**

**LET KIDS BE KIDS**

**GINNY YORK**  
6 Year Term Trustee

**CHRIS SHURILLA**  
6 Year Term Trustee

**JEANNE LOMAX**  
6 Year Term Trustee

**LISA MCCORMICK**  
4 Year Term Trustee

**KATHY MURPHY**  
2 Year Term Trustee

**Cut Out Keep**

**Take to Polls**

Notice how the strikethrough also crosses out the rainbow-themed border? This also dismisses all patrons that are LGBTQ+. It's not just about Drag Queen Storytime. Fear mongering spreads bigotry, ignorance, and can be cruel. Messages like this can lead to discrimination and violence. Messages like this are not "welcoming" as Lomax suggests.

**Mississippi Valley Library District  
Collinsville & Fairmont City**

**HELP US  
RETURN OUR LIBRARY TO  
COLLINSVILLE & FAIRMONT  
CITY VALUES**

**Drag Queen  
Storytime**  
June 3, 2022  
12 - 2 PM  
Collinsville Library

**Madison County Conservative Caucus**  
203 W Main St  
Collinsville, IL 62234

**FRID, JUN 3 AT 12 PM**

**LAST SUMMER THE COLLINSVILLE LIBRARY HOSTED AND PROMOTED A DRAG QUEEN STORYTIME FOR CHILDREN.**

**PAID FOR BY CITIZENS FOR KURT PRENZLER / MADISON COUNTY CONSERVATIVE CAUCUS AND THE CANDIDATES**

**PRINTED  
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**Concerns**

1 message

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**James Carroll** <jamesbcarroll1969@gmail.com>  
To: kylaw@mvlid.org

Sun, Jun 23, 2024 at 4:40 PM

My name is James Carroll and I just moved back to Collinsville. I initially moved to Collinsville while I attended Southern Illinois University-Edwardsville after serving our country for four years with active duty in the US Army. I became a library patron during this time and recalled the countless hours I spent out the library completing my coursework. After college, I moved to St. Louis for employment and to go on to graduate school.

Currently, I enjoy bringing my grandson to the library to check out books, the story time, and for him to play in the playroom. We have our little Wednesday morning routine. We get up. Go get donuts. Come to story time. Play with the toys. Check out books. He certainly enjoys this time. I think this area is such a wonderful resource for children and their parents in our community.

Additionally, I am a Christian and I really believe that our country needs to get back to family values. Our country has strayed too far from this value, and I believe that this is one of the main problems we face as a country. For me, I take responsibility, as a grandparent and adult, for teaching values (e.g., respecting others, being kind, considering others opinions, etc.) to my grandson. I believe me and my grandson's relationship is the vehicle by which he learns and accepts these values---I am respectful and kind to him. In turn, he will internalize these values and be able to practice these values because it is just the right thing to do and not through fear of me or being punished.

I know in our community, there are individuals who would like to censor materials offered at the library. This really demonstrates to me the lack of family values by some members of our community and the continued assault on our country and democracy. I think the lack of parental responsibility is one of the chief culprits in the degradation of family values we currently experience in the USA. Many parents want others to teach their children values. It is the parents' responsibility to teach their child what is right or wrong, not the librarians!

The library is a public place. As with any public place, there might be something offensive. If there is something I am "offended" by at the library, I am going to take responsibility and not allow my grandson to look at the "offending" material and explain to him why I don't want him looking or reading it.

I am personally offended that there are 1000's of books in the library. How many of these books are LGBTQ oriented? Not enough. I am offended that it is Pride Month and the LGBTQ flag is not flying from the library flagpole. My grandson is African American. Do you know how difficult it is to find books in the library with African American characters? I find this to be extremely offensive.

Finally, the librarians are the ones with degrees in library sciences. I would suspect they belong to and follow guidance from their professional organization(s), as well. I sincerely hope that the library board allows the professionals (i.e., librarians and library staff) to manage the library and come up with the day-to-day programming that is congruent with their education and guidance from their professional organization.

I just pray for the day when our country returns to family values and parents take responsibility, and not letting others teach values to their children. Please share my concerns with the Board.



Kyla Waltermire <kylaw@mvlid.org>

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## Fwd: Board Meeting Schedule

1 message

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

Thu, Jul 11, 2024 at 9:31 AM

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

From: **Steven Odom** <stevenodom27@gmail.com>  
Date: Wed, Jul 10, 2024, 3:57 PM  
Subject: Board Meeting Schedule  
To: <board@mvlid.org>

Good afternoon, I had raised a few concerns regarding the children's library lately during evening hours. I am curious if there is an option to present an issue at an upcoming board meeting regarding language, music and behavior being allowed in the children's library and the lack of action and well below sub-par responses provided in reasons why by staff, to ensure the child's library is a safe space where this is not allowed.

I had looked online but seen the dates for 2024 seemed to end with June. And just curious if other dates may be available. I've never been to a board meeting and quite honestly the idea exhausts me thinking of what probably goes on in there with the back and forth of things. But this has become an issue to where I no longer feel my daughter is safe in the child's library due to the language, music played and such that has been observed frequently as of late.

Thank you for your time.

Steven Odom  
618-920-2142

# Report Covering June 2024

## Kyla Waltermire, Executive Director

### Building and Grounds Updates

- The Pan fountain has a leak underneath the concrete. MVLD staff are investigating options for repairing or replacing the fountain.
- Tettaton Heating & Cooling is scheduled to replace FC's HVAC rooftop units on July 11 or 12.
- Maintenance staff completed the structural repairs to the FC security door. Aesthetic clean-up work will continue as time allows.

### Circulation and Collection Updates

- The MVLD libraries continue to help Caseyville Library cardholders 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

- 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.
- FY2024 IL Reading Council Grant – This grant project wrapped up in June and the final report is submitted.
- 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. All grant funds have been expended; this grant is finished.
- FY2024 Per Capita Grant - The MVLD has been awarded this grant in the amount of \$49,125.29. Grant expenses are to be applied between July 1, 2024 and June 30, 2025.
- FY2024 PNG Grant –The final grant activity took place in April. Work is underway on the final quarterly report and reimbursement request, with a full project report to be submitted after that.
- FY2025 PNG Grant – The grant application was submitted in April. No update.
- Walmart Spark Good Grant – The Library submitted an application to start a community garden at the Collinsville Library and to expand the garden at the Fairmont City Library. \$2,600 is requested for this project. The filing deadline for the current grant cycle is July 15; the Library should receive word after that.

### Meetings, Outreach, and Professional Development

- June 3 – Led ILA PPC meeting; attended ILA Advocacy Committee meeting
- June 5 – Covered CM main desk (1.00 hr)
- June 6 – Meeting w/ staff member re: FMLA leave; attended SHARE Executive Council meeting
- June 14 – MVLD staff conducted outreach at Holy Rosary's annual parish picnic
- June 18 – Attended ALA membership meeting
- June 20 – Attended IHLS Third Thursday training (2.00 hrs CE)
- June 21 – Met w/ organizations involved in rotating farmers market to be held at FC
- June 24 – Covered CM main desk (8.00 hrs)

### Marketing and Promotions Updates

- Most promotional activities have focused on sharing information about summer reading program events.

- The MVLD will again be participating with the Collinsville CUSD #10's in-person registration event, scheduled for July 23. Staff will be on-site to help families register for library cards and share information about educational services offered, such as free tutoring.

### Miscellaneous

- Notice of the sale of the Ford Windstar and Pontiac G6 was posted on July 2, with a bid opening slated for 4:00 PM on Wednesday, July 17.

### Program Updates and Other Dates of Note

- The MVLD will open at 2:00 PM on Friday, August 9 due to staff training.
- The “Read Renew Repeat” summer reading activities are underway! Please register if you haven’t yet done so. Activities continue through the end of July. There are reading and checkout challenges for all ages:
  - Kids (birth to entering grade 4) will receive small prizes for registering and tracking their reading time to achieve progress goals. Upon completing a whole tracking sheet, the kid will be entered into a drawing for Cardinals tickets.
  - Teens and tweens (entering grades 5-12) are challenged to check out items throughout the summer. After a tracking sheet is completed, the participant will be entered into prize drawings. Participants can complete up to three tracking sheets for three chances to win.
  - The challenge for adults (age 18+) is set up the same way as the teen/tween challenge, with different prizes.
- Some of the special activities and shows going on over the summer at both MVLD libraries include:
  - Get Outside Photo Challenge - through July 31
  - Teen Relaxation Club - Wednesdays until August 8 at 4:30 PM at CM
  - Cross Stitch Club - Saturdays at 1:00 PM at CM. All skill levels welcome!
  - Children’s crafts - July 17-19 all day at FC. Each day features a different craft.
  - Soap Making Class – July 20 at 2:00 PM at CM (teens and adults)
  - Treehouse Wildlife Center’s ambassador animal show - July 20 at 2:00 PM at FC and July 27 at 2:00 PM at CM
  - Back to School Bash - July 25 at 4:00-7:00 PM at FC
  - Family Evening Storytime - July 25 at 5:00 PM at CM
  - Project Read Family Reading Day - July 26 at 11:00 AM-1:00 PM at FC
  - Animal Masks with the Snowflakey Lady - July 26 at 2:00-4:00 PM at CM
  - ...and more! Check out our full lineup at [https://mvld.org/collinsville\\_calendar](https://mvld.org/collinsville_calendar) and [https://mvld.org/fairmont\\_calendar](https://mvld.org/fairmont_calendar) (also attached to this report).

### Staff Updates

- Katie Sand was promoted from Level 1 Library Clerk to Technical Services Assistant, taking over the position held by Diane Wolfe prior to her retirement. Efforts are underway to fill the Level 1 position.

# Statistical Summary

6/1/2024 12:00:00 AM - 6/30/2024 11:59:59 PM

## Grand Totals

### Record Counts - As of 7/5/2024 9:08 AM

	Bibs w/Items	Bibs w/o Items	Authority			
Global	1,616,615	44,667	769,398			
	Bibs w/Items	Items	Items Withdrawn	Patrons	Active Staff	Active Workstations
Branch Specific	72,030	75,875	2	18,387	31	27

### Circulation Statistics

Check Outs	Borrowers	Check In	Overdue Items Checked In	Staff Overrides
8,695	1,222	6,027	1,096	0
Holds Placed	Holds Satisfied	Holds Cancelled		
2,482	2,318	721		

### Records Added and Deleted

	Bibliographic	Authority	Items	Patrons
Added by Branch	0	0	207	98
Added by Other	n/a	n/a	n/a	n/a
Deleted by Branch	2	0	290	7
Deleted by Other	n/a	n/a	n/a	n/a

### Financials

New Charges	Money Collected	Refunds	NET	Amounts Waived	Credits
\$762.40	\$365.46	\$0.00	\$365.46	\$1,631.34	\$0.00
Total Outstanding Fines - As of 7/5/2024 9:08 AM					
\$135,839.97					

### PAC Statistics

Logins	Online Registrations	Holds Placed	Holds Cancelled
2,231	7	1,422	152

<b>DATE</b>	<b>PROGRAM / EVENT / PROMOTION</b>	<b># ATTENDED</b>
June	Activity Packet	125
June	Coloring Pages	490
June	Computer handouts	30
June	Take and Make Crafts	176
6/1/24	Meditation at the Blum House	7
6/3/24	Body Sculpting	5
6/3/24	Tye-dye - Children's (Bee & Reida)	39
6/3/24	Mindful Monday Painting- Teens and adults	4
6/4/24	Preschool Storytime	36
6/5/24	Baby Boogie	34
6/4/24	Morning Yoga	10
6/4/2024	How local tax collection process works (Presentation by Madison)	3
6/4/24	Dr. Temple Grandin : The Hidden Gifts of Visual Thinkers: An "Illinois	1
6/5/24	Teen Club to Relax & Recharge In	6
6/5/24	3d Printer Night (Ciara)	1
6/6/24	Tshirt Pillows	16
6/6/2024	Biota & Pests: A D&D Campaign - Teens & adults (Lee)	3
6/7/24	Pocket Pouches- Children's	6
6/7/24	Maker Club-Teens & adults (Lee)	1
6/7/24	Creating Our Future: Amy McMarrow Hunter	20
6/8/24	Meditation at the Blum House	9
6/8/24	Tin Can Craft	17
6/8/24	Cross Stitching Club (Leslee)	2
6/8/24	10 Year Anniversary Watch Party	29
6/10/24	Body Sculpting	4
6/10/24	Mindful Monday Painting-Children's	2
6/11/24	Preschool Storytime - Fathers Theme -Children's (Theresa)	22
6/11/24	Father's Day Craft- Children's	70
6/11/24	Morning Yoga	6
6/11/24	Windowsill Gardening-Teens (Lee)	1
6/11/24	Basic Computer Class (Katy R.)	3
6/12/24	Baby Boogie - Fathers Theme-Children's(Theresa)	50
6/12/24	Art Club: Acrylic Painting -Teens (Reida)	17
6/12/24	Teen Club to Relax & Recharge In	5
6/12/24	Slime Time	26
6/12/2024	Acoustic Jam with the Collinsville Ramblers	17
6/12/24	Yoga Time!	15
6/13/24	15th Anniversary Watch Party	22
6/13/24	Paper Mache Bowl Craft- Children's	17
6/13/24	Daytime Book Club	4
6/13/24	Biota & Pests: A D&D Campaign - Teens & adults (Lee)	7
6/13/24	Lego Building Challenge Club - Children's(Theresa)	2
6/14/24	Women's history Watch Party	18
6/14/24	Cardboard Box Puppets with Marion Nichols- The Snowflakey Lady-	20

6/15/24	Meditation at the Blum House	9
6/15/24	Author & Artist Market	30
6/15/24	Cross Stitching Club (Leslee)	2
6/17/24	Body Sculpting	7
6/17/24	Cave Art -Children's (Reida)	20
6/17/24	Mindful Monday Painting- Teens and adults	8
6/18/24	Morning Yoga	12
6/18/24	Preschool Storytime - Bath Time and Bubbles- Children's (Theresa)	30
6/20/24	Rep Stewart Traveling Office Hours	10
6/20/24	Vinyl Record Clocks- Children's *Registration Required*	28
6/20/24	Biota & Pests: A D&D Campaign - Teens & adults (Lee)	7
6/21/24	CD Suncatcher Craft- Children's	10
6/21/24	Junk Journal Club (Lee)	1
6/22/24	Recycled paper making -Children's (Theresa)	10
6/22/24	Meditation at the Blum House	10
6/22/24	Cross Stitching Club (Leslee)	2
6/22/24	History and Genealogy Club (Leslee)	8
6/24/24	Body Sculpting	10
6/24/24	Mindful Monday Painting-Children's	10
6/25/24	Morning Yoga	10
6/25/24	Preschool Storytime - Shapes Theme -Children's (Theresa)	37
6/25/2024	Galaxy Jar Craft- Children's	39
6/26/24	Baby Boogie - Shapes Theme- Children's(Theresa)	51
6/26/24	Epilepsy Foundation of Greater Southern Illinois Table	5
6/26/24	Metro East Every Survivor Counts Table	5
6/26/24	Teen Club to Relax & Recharge In	5
6/26/24	Evening Book Club	5
6/26/24	Yoga Time!	8
6/27/24	Stained Glass Jar Craft- Children's	39
6/27/24	Biota & Pests: A D&D Campaign - Teens & adults (Lee)	6
6/27/24	Family Evening Storytime (Theresa)	10
6/28/24	Sculpture Day - Teen Art Club (Reida)	20
6/29/24	No Sale Yard Sale (Theresa)	150
6/29/24	Meditation at the Blum House	8
6/29/24	Cross Stitching Club (Leslee)	2
<b>TOTAL</b>		<b>2022</b>
	Children Ages 0-5 Synchronous: 260 attendance, 7 events	
	Children Ages 0-5 Self-Directed: 490 attendance, 1 event	
	Children Ages 6-11 Synchronous: 318 attendance, 13 events	
	Children Ages 6-11 Self-Directed: 27 attendance, 2 events	
	Young Adults Ages 12- 18 Synchronous: 90 attendance, 12 events	
	Young Adults Ages 12-18 Self-Directed: 0 attendance, 0 events	
	Adults Ages 19+ Synchronous: 189 attendance, 27 events	
	Adults Ages 19+ Self-Directed: 30 attendance, 1 event	
	General Interests Synchronous: 285 attendance, 12 events	
	General Interests Self-Directed: 310 attendance, 2 events	



Month	Total # Items	# Items Received at		# Items Received at		# Items Received at		Total # of ILL Requests Received by MVL	# Items Supplied by ILL - In State Returnables	# Items Supplied by ILL - Out of State Returnables	# Items Supplied by MVL - In State Non-Returnables	# Items Supplied by MVL - Out of State Non-Returnables	CM Front		CM Side		CM Computer Sessions
		MVL - In State Returnables	MVL - Out of State Returnables	MVL - In State Returnables	MVL - Out of State Returnables	Door Counter	Door Counter										
Jul-23	1							65	27	23	5294	2737	654				
Aug-23	20	9	1	1	1	102	30	40	5265	3437	5265	3437	632				
Sep-23	16	17		1	1	69	26	25	4933	2962	4933	2962	548				
Oct-23	11	8	4			82	28	38	5708	3683	5708	3683	711				
Nov-23	10	3				69	20	29	4215	3384	4215	3384	567				
Dec-23	10	8		1	1	52	12	22	3470	2561	3470	2561	474				
Jan-24	12	5	1	1	1	65	23	31	4025	2792	4025	2792	511				
Feb-24	23	17		2	2	58	15	19	4135	3186	4135	3186	629				
Mar-24	11	5	1	1	1	63	12	31	5265	3449	5265	3449	724				
Apr-24	12	3				61	14	20	5180	2855	5180	2855	631				
May-24	14	10	1	1	1	60	23	17	4865	3692	4865	3692	618				
Jun-24	11	9		1	1	63	21	24	5517	4545	5517	4545	765				
Totals:	151	94	8	9	9	809	251	0	319	0	57872	39283	7464				

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	31	17	20	190
ABCmouse - in library (users)	2	3	4	15	5	1	10	2	14	11	13	2	82
AtoZ Databases (logins)	25	40	29	25	30	23	22	26	31	19	19	34	323
AtoZ Food America (sessions)	15	20	17	12	6	1	2	0	6	3	0	1	68
AtoZ Maps (sessions)	9	6	4	4	4	1	1	0	0	0	1	0	30
AtoZ the USA (sessions)	3	9	7	2	6	0	2	1	1	0	0	0	31
AtoZ World Culture (sessions)	9	19	9	6	6	3	5	0	1	1	1	0	60
AtoZ World Food (sessions)	2	15	7	5	7	6	10	1	2	0	0	1	56
AtoZ World Travel (sessions)	2	4	1	0	4	1	7	0	0	0	0	0	17
Heritage Quest (searches)	0	20	0	35	0	11	10	0	4	0	0	0	80
NewsBank (searches - all products)	62	66	78	102	68	96	10	65	41	77	36	working	701
Pronunciator (logins)	0												-
TumbleBooks (book views)	15												15
Unite for Literacy - Kids Collection (users)	0	0	0	0	0	0	0	0	0	0	0	0	-
Unite for Literacy - All Ages (users)	0	0	0	0	0	0	0	0	0	0	0	0	-
Explore More Illinois!	0	0	0	0	0	0	0	0	0	0	0	0	1,653
SHARE Mobile Library App (devices)	134	137	135	133	136	136	152	157	154	154	159	163	1,750
SHARE Mobile Library App (launches)	1179	1211	1198	1088	1047	974	1346	1083	1071	1006	1178	1462	13,843

Canceled July 2023  
Canceled August 2023

reports module unavailable / not working

0 reports module unavailable / not working  
0 reports module unavailable / not working

All databases: 1,653

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	43,944	43,888	43,958	
eAudiobooks	11,095	11,145	11,216	11,284	11,298	11,357	11,439	11,481	11,528	11,503	11,498	11,564	
PPU eAudio Titles	114,159	115,410	113,589	119,798	125,981	128,955	134,186	136,523	107,419	125,091	134,158	135,342	
Total All Content Available	168,776	170,149	168,463	174,782	180,952	184,036	189,476	191,923	162,896	180,538	189,544	190,864	
Total Items Circulated													
Owned eBooks	16,681	17,996	17,879	17,181	16,120	16,098	18,192	16,084	16,321	15,431	15,949	15,469	199,401
Owned eAudiobooks	10,903	12,499	12,046	12,340	11,377	11,077	12,513	11,321	11,949	11,595	11,657	11,519	140,796
PPU eAudio	1,550	1,526	1,523	1,508	1,468	1,487	1,515	1,533	1,611	1,546	1,579	1,602	18,448

**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	115	129	125	
Total MVLD Usage	790	801	590	519	522	493	618	579	575	570	611	616	7,284
Total Checkouts	481	518	437	344	381	336	397	371	381	391	442	430	
eBooks	216	262	228	165	168	141	149	167	183	185	181	202	2,247
eAudiobooks	265	256	209	179	213	195	248	204	198	206	261	228	2,662
Total Holds	269	214	138	158	123	151	198	178	147	167	155	179	
eBooks	118	85	51	55	36	62	61	70	58	56	63	64	779
eAudiobooks	151	129	87	103	87	89	137	108	89	111	92	115	1,298
Total Suggest-to-Library	40	69	15	17	18	6	23	30	47	12	14	7	
eBooks	26	57	8	10	11	3	15	11	13	3	7	4	168
eAudiobooks	14	12	7	7	7	3	8	19	34	9	7	3	130

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	1,587	218
May-24	1,584	215
Jun-24	1,308	210
<b>TOTALS:</b>	<b>16,262</b>	<b>2,192</b>



## **Board Report July, 2024**

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

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

Summer Reading has begun. Lots of programs and lots of fun for the community. The non-for-profit group, The Immigration Project, visited the library and gave free legal and social services to those that attended. With an estimated 150 attending, it was a very well utilized opportunity for the community.

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

June 3- Attended Broadband Equity webinar  
June 11- Attended Latino Roundtable meeting  
June 13- Attended the ACT event in Pontoon Beach  
June 17- Attended MVL D Board meeting  
June 21- Attended GoInternational! Farmer's Market webinar

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

Extensive weeding outside started

#### **Programming:**

Wednesdays- Garden Club  
June 22- The Immigration Project  
June 27- Rotating Farmer's Market

#### **Stats:**

##### **June**

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**Days Open: 24**

**Door Count: 3218**

**Computer Users: 392**

**E-Book Questions: 0**

**Homebound Delivery: 0**

<b>DATE</b>	<b>PROGRAM / EVENT / PROMOTION</b>	<b># ATTENDED</b>
6/1/24	Teen Club to Relax & Recharge In	1
6/3/24	Smash Tournament	1
6/4/24	Dr. Temple Grandin : The Hidden Gifts of Visual Thinkers: An "Illinois	1
6/5/24	Garden Club	5
6/5/24	10 Year Anniversary Watch Party	1
6/5/24	Pocket Pouches- Children's	9
6/6/24	Teen Club to Relax & Recharge In	4
6/7/24	Open Gaming	9
6/8/24	Tin Can Crafts- Children's	5
6/8/24	Biota & Pests: A D&D Campaign - Teens & adults (Lee)	1
6/10/24	Storytime - Children's	4
6/10/24	Lego Club	7
6/10/24	T-Shirt Pillow Making (Theresa)	9
6/11/24	Teen Club to Relax & Recharge In	0
6/12/24	Women's history Watch Party	0
6/12/24	Violence Prevention Center	2
6/13/24	Paper Mache Bowl Craft- Children	7
6/13/24	Teen Club to Relax & Recharge In	1
6/13/24	fathers day craft	12
6/14/24	15-Year Anniversary Watch Party	1
6/14/24	15 Year Movie Marathon	2
6/17/24	Storytime - Children	4
6/17/24	Recycled Paper Making- Children's(Theresa)	0
6/18/24	Answers on Aging	1
6/18/24	Open Gaming	1
6/18/24	Vinyl Record Clock Craft- Registratoin Required- Children	1
6/20/24	10th Anniversary Watch Party	1
6/21/24	CD Suncatcher Craft- Children	25
6/21/24	Metro East Every Survivor Counts Table	1
6/22/24	The Immigration Project	700
6/22/24	Windowsill Gardening-Teens (Lee)	1
6/24/24	Storytime - Children	4
6/24/24	Galaxy Jar Craft- Children	32
6/25/24	Junk Journal Club-Teens and Adults	7
6/26/24	Stain Glass Jar Craft- Children's	2
6/26/24	Garden Club	2
6/27/24	Open gaming	2
6/28/24	Board Game Night	2

6/29/24	Farmer's Market	5
6/29/24	Teen Club to Relax & Recharge In	2
<b>TOTAL</b>		<b>875</b>
	Children Ages 0-5 Synchronous: 8 attendance, 2 events	
	Children Ages 0-5 Self-Directed: 0 attendance, 0 events	
	Children Ages 6-11 Synchronous: 80 attendance, 10 events	
	Children Ages 6-11 Self-Directed: 11 attendance, 3 events	
	Young Adults Ages 12- 18 Synchronous: 28 attendance, 13 events	
	Young Adults Ages 12-18 Self-Directed: 0 attendance, 0 events	
	Adults Ages 19+ Synchronous: 709 attendance, 5 events	
	Adults Ages 19+ Self-Directed: 0 attendance, 0 events	
	General Interests Synchronous: 13 attendance, 8 events	
	General Interests Self-Directed: 0 attendance, 0 events	



# Mississippi Valley Library District

## Expense by Vendor Detail

June 2024

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
<b>Albers Heating &amp; Air Conditioning, Inc.</b>					
Albers Heating & Air Conditioning, Inc.	06/17/2024	Bill	5/30/2024 spring preventative maintenance FC	Maintenance Services:Building	\$350.00
<b>Total for Albers Heating &amp; Air Conditioning, Inc.</b>					<b>\$350.00</b>
<b>AMEREN ILLINOIS</b>					
AMEREN ILLINOIS	06/17/2024	Bill	FCLC gas (01149)	Utilities:Natural Gas	\$59.24
AMEREN ILLINOIS	06/17/2024	Bill	FCLC electric (01130)	Utilities:Electricity	\$824.23
AMEREN ILLINOIS	06/17/2024	Bill	CMLC gas (23000)	Utilities:Natural Gas	\$104.31
AMEREN ILLINOIS	06/17/2024	Bill	CMLC electric (04006)	Utilities:Electricity	\$2,211.22
AMEREN ILLINOIS	06/17/2024	Bill	CMLC outdoor parking lot light (60005)	Utilities:Electricity	\$28.31
AMEREN ILLINOIS	06/17/2024	Bill	BH gas (83007)	Utilities:Natural Gas	\$73.02
AMEREN ILLINOIS	06/17/2024	Bill	BH electric (10414)	Utilities:Electricity	\$226.84
<b>Total for AMEREN ILLINOIS</b>					<b>\$3,527.17</b>
<b>American Express</b>					
American Express	06/17/2024	Bill	Misc. office supplies / consumables	Supplies:Office	\$74.97
American Express	06/17/2024	Bill	Misc. equipment	Supplies:Equipment	\$21.59
American Express	06/17/2024	Bill	movies and video games	Materials:Adult Audio Visual Items	\$456.58
American Express	06/17/2024	Bill	movies and TV shows	Materials:Juvenile Audio Visual Items	\$73.81
American Express	06/17/2024	Bill	–	Utilities:Telephone/Fax	\$30.00
American Express	06/17/2024	Bill	misc. program consumables	Other Expenditures:Grant Expenses:FY2023 Per Capita Grant	\$350.02
American Express	06/17/2024	Bill	retirement cake for D. Wolfe	Other Expenditures:Miscellaneous	\$52.59
American Express	06/17/2024	Bill	monthly Zoom subscription; Guru Importer monthly subscription	Professional Services:Other Professional Services	\$27.99
American Express	06/17/2024	Bill	carpet cleaner rental & misc. supplies	Maintenance Services:Building	\$261.24
American Express	06/17/2024	Bill	supplies for summer reading program - FoL & Ceres donations	Other Expenditures:Donation Expenditures - Des.	\$483.90
American Express	06/17/2024	Bill	ECM annual membership; pickleball supplies	Materials:Other Materials	\$813.47
American Express	06/17/2024	Bill	2019 transit van annual registration	Other Expenditures:Vehicles	\$227.50
American Express	06/17/2024	Bill	book (partial)	Other Expenditures:Grant Expenses:FY2024 PNG Grant	\$13.22
American Express	06/17/2024	Bill	book (partial)	Materials:Juvenile Print Items	\$0.77
<b>Total for American Express</b>					<b>\$2,887.65</b>
<b>Americom Imaging Systems Inc.</b>					
Americom Imaging Systems Inc.	06/17/2024	Bill	Monthly copier / printer lease contract - June 2024	Maintenance Services:Equipment	\$496.20
<b>Total for Americom Imaging Systems Inc.</b>					<b>\$496.20</b>
<b>Aqua Systems</b>					
Aqua Systems	06/17/2024	Bill	Invoice # 291479388 bottle exchange dated 6/14/2024	Supplies:Office	\$29.00
Aqua Systems	06/17/2024	Bill	Invoice # 291899532 monthly rental fee	Supplies:Office	\$6.95
<b>Total for Aqua Systems</b>					<b>\$35.95</b>
<b>Archaeology</b>					
Archaeology	06/17/2024	Bill	Magazine - 1yr renewal	Materials:Adult Print Materials	\$24.97
<b>Total for Archaeology</b>					<b>\$24.97</b>
<b>Birds &amp; Blooms</b>					
Birds & Blooms	06/04/2024	Bill	2-year renewal	Materials:Adult Print Materials	\$29.98
<b>Total for Birds &amp; Blooms</b>					<b>\$29.98</b>
<b>Buildingstars</b>					
Buildingstars	06/04/2024	Bill	Invoice # 3417755 CM cleaning June 2024	Maintenance Services:Building	\$1,900.00
Buildingstars	06/04/2024	Bill	Invoice # 3417812 - FC cleaning June 2024	Maintenance Services:Building	\$425.00
<b>Total for Buildingstars</b>					<b>\$2,325.00</b>
<b>Casey's General Store</b>					
Casey's General Store	06/04/2024	Check	–	Other Expenditures:Vehicles	\$60.13
<b>Total for Casey's General Store</b>					<b>\$60.13</b>
<b>Center Point Large Print</b>					
Center Point Large Print	06/17/2024	Bill	standing order May 2024	Materials:Adult Print Materials	\$147.42
<b>Total for Center Point Large Print</b>					<b>\$147.42</b>
<b>Deluxe</b>					
Deluxe	06/03/2024	Check	–	Other Expenditures:Miscellaneous	\$47.16

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
<b>Total for Deluxe</b>					<b>\$47.16</b>
<b>Dollar Tree</b>					
Dollar Tree	06/25/2024	Check	--	Other Expenditures:Programming	\$13.51
<b>Total for Dollar Tree</b>					<b>\$13.51</b>
<b>Home Depot</b>					
Home Depot	06/03/2024	Check	--	Maintenance Services:Building	\$72.15
Home Depot	06/04/2024	Check	--	Maintenance Services:Building	\$39.00
Home Depot	06/16/2024	Check	--	Maintenance Services:Building	\$77.60
Home Depot	06/16/2024	Check	--	Maintenance Services:Building	\$43.76
Home Depot	06/16/2024	Check	--	Maintenance Services:Building	\$27.59
Home Depot	06/03/2024	Deposit	partial refund of deposit	Maintenance Services:Building	-\$11.00
Home Depot	06/03/2024	Check	--	Maintenance Services:Building	\$50.00
<b>Total for Home Depot</b>					<b>\$299.10</b>
<b>HR Source</b>					
HR Source	06/17/2024	Bill	FY25-101452	Materials:Adult Print Materials	\$945.00
<b>Total for HR Source</b>					<b>\$945.00</b>
<b>Illinois Heartland Library System</b>					
Illinois Heartland Library System	06/17/2024	Bill	Invoice # 2024-1493 May 2024 ebooks	Other Expenditures:Grant Expenses:FY2023 Per Capita Grant	\$289.88
<b>Total for Illinois Heartland Library System</b>					<b>\$289.88</b>
<b>Illinois State Police</b>					
Illinois State Police	06/17/2024	Bill	background check - employee A. McAfee	Other Expenditures:Miscellaneous	\$10.00
<b>Total for Illinois State Police</b>					<b>\$10.00</b>
<b>IMRF</b>					
IMRF	06/04/2024	Check	--	Personnel:Benefits:IMRF	\$6,215.47
<b>Total for IMRF</b>					<b>\$6,215.47</b>
<b>INGRAM LIBRARY SERVICES</b>					
INGRAM LIBRARY SERVICES	06/17/2024	Bill	Invoice # 82198819, -820, -821, 82109518, -519, -520, -521, 82262286	Materials:Adult Print Materials	\$209.67
INGRAM LIBRARY SERVICES	06/17/2024	Bill	Invoice # 82198822, 82262287	Materials:Juvenile Print Items	\$23.17
<b>Total for INGRAM LIBRARY SERVICES</b>					<b>\$232.84</b>
<b>KANOPI, INC.</b>					
KANOPI, INC.	06/04/2024	Bill	Invoice # 402888 - PPU for May 2024 play credits	Materials:Virtual Items	\$236.00
<b>Total for KANOPI, INC.</b>					<b>\$236.00</b>
<b>Lazerware</b>					
Lazerware	06/04/2024	Bill	Invoice # 5495 - May 2024 CM	Professional Services:Information Technology	\$2,733.32
Lazerware	06/04/2024	Bill	Invoice # 5504 - May 2024 FC	Professional Services:Information Technology	\$880.27
<b>Total for Lazerware</b>					<b>\$3,613.59</b>
<b>Marion Nichols</b>					
Marion Nichols	06/17/2024	Bill	Snowflake Lady - paper puppets	Other Expenditures:Donation Expenditures - Des.	\$60.00
<b>Total for Marion Nichols</b>					<b>\$60.00</b>
<b>Midwest Tape</b>					
Midwest Tape	06/17/2024	Bill	Invoice # 505565524, 505539256 May 2024 adult audiobooks	Other Expenditures:Grant Expenses:FY2023 Per Capita Grant	\$338.93
Midwest Tape	06/17/2024	Bill	Invoice # 505539255 April 2024 juvenile audiobooks	Materials:Juvenile Audio Visual Items	\$63.99
<b>Total for Midwest Tape</b>					<b>\$402.92</b>
<b>OverDrive</b>					
OverDrive	06/04/2024	Bill	Invoice # 02064SV24167812 May streaming services	Other Expenditures:Grant Expenses:FY2023 Per Capita Grant	\$5.98
OverDrive	06/17/2024	Bill	Invoice # 02064CO24169680 June 2024 ebooks	Other Expenditures:Grant Expenses:FY2023 Per Capita Grant	\$352.08
OverDrive	06/17/2024	Bill	Invoice # 02064DA24172187 June 2024 ebooks	Other Expenditures:Grant Expenses:FY2023 Per Capita Grant	\$9.99
<b>Total for OverDrive</b>					<b>\$368.05</b>
<b>Peerless Network, Inc.</b>					
Peerless Network, Inc.	06/17/2024	Bill	FC monthly fax fees	Utilities:Telephone/Fax	\$76.96
Peerless Network, Inc.	06/17/2024	Bill	CM monthly fax fees	Utilities:Telephone/Fax	\$148.95
Peerless Network, Inc.	06/17/2024	Bill	monthly fax - rounding adjustment	Utilities:Telephone/Fax	\$0.01
<b>Total for Peerless Network, Inc.</b>					<b>\$225.92</b>
<b>Prevention</b>					
Prevention	06/04/2024	Bill	Magazine - 1 year	Materials:Adult Print Materials	\$36.00
<b>Total for Prevention</b>					<b>\$36.00</b>

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
<b>Quill LLC</b>					
Quill LLC	06/04/2024	Bill	Invoice # 38766318 copy paper	Supplies:Office	\$317.92
<b>Total for Quill LLC</b>					<b>\$317.92</b>
<b>Reforma</b>					
Reforma	06/07/2024	Check	--	Professional Development:Dues	\$100.00
<b>Total for Reforma</b>					<b>\$100.00</b>
<b>Saturday Evening Post</b>					
Saturday Evening Post	06/17/2024	Bill	Magazine - 3 years	Materials:Adult Print Materials	\$38.00
<b>Total for Saturday Evening Post</b>					<b>\$38.00</b>
<b>Sav On</b>					
Sav On	06/26/2024	Check	--	Other Expenditures:Vehicles	\$62.91
<b>Total for Sav On</b>					<b>\$62.91</b>
<b>Thomson Reuters - West</b>					
Thomson Reuters - West	06/17/2024	Bill	2023 Supplement to IL Compiled Statutes vol. 1 & 2	Materials:Adult Print Materials	\$118.00
<b>Total for Thomson Reuters - West</b>					<b>\$118.00</b>
<b>United States Postal Service</b>					
United States Postal Service	06/05/2024	Check	--	Supplies:Postage	\$16.38
United States Postal Service	06/10/2024	Check	--	Supplies:Postage	\$16.38
United States Postal Service	06/17/2024	Check	--	Supplies:Postage	\$27.44
<b>Total for United States Postal Service</b>					<b>\$60.20</b>
<b>Woman's Day</b>					
Woman's Day	06/04/2024	Bill	Magazine - 1 year	Materials:Adult Print Materials	\$19.97
<b>Total for Woman's Day</b>					<b>\$19.97</b>
<b>--</b>					
--	06/07/2024	Journal Entry	ER Medicare	Personnel:Benefits:FICA Company	\$404.02
--	06/07/2024	Journal Entry	ER OASDI	Personnel:Benefits:FICA Company	\$1,727.42
--	06/07/2024	Journal Entry	Dental	Personnel:Benefits:Health/Dental Insurance	-\$14.89
--	06/07/2024	Journal Entry	ER SUTA Illinois	Personnel:Benefits:IL Unemployment Company	\$156.79
--	06/07/2024	Journal Entry	Holiday	Personnel:Salaries:Full Time	\$2,024.31
--	06/07/2024	Journal Entry	Overtime	Personnel:Salaries:Full Time	\$42.19
--	06/07/2024	Journal Entry	Paid Leave	Personnel:Salaries:Full Time	\$67.25
--	06/07/2024	Journal Entry	Regular	Personnel:Salaries:Full Time	\$11,282.52
--	06/07/2024	Journal Entry	Salary	Personnel:Salaries:Full Time	\$4,034.62
--	06/07/2024	Journal Entry	Vacation	Personnel:Salaries:Full Time	\$4,416.15
--	06/07/2024	Journal Entry	Paid Leave	Personnel:Salaries:Part time	\$416.50
--	06/07/2024	Journal Entry	Regular	Personnel:Salaries:Part time	\$5,584.63
--	06/07/2024	Journal Entry	Sick	Personnel:Salaries:Part time	\$110.25
--	06/07/2024	Journal Entry	Invoice	Professional Services:Payroll Service	\$106.58
--	06/06/2024	Check	--	Other Expenditures:Miscellaneous	\$35.00
--	06/21/2024	Journal Entry	Invoice	Professional Services:Payroll Service	\$187.33
--	06/21/2024	Journal Entry	Vacation	Personnel:Salaries:Part time	\$224.00
--	06/21/2024	Journal Entry	Sick	Personnel:Salaries:Part time	\$58.00
--	06/21/2024	Journal Entry	Regular	Personnel:Salaries:Part time	\$6,198.14
--	06/21/2024	Journal Entry	Paid Leave	Personnel:Salaries:Part time	\$336.00
--	06/21/2024	Journal Entry	Vacation	Personnel:Salaries:Full Time	\$3,331.15
--	06/21/2024	Journal Entry	Sick	Personnel:Salaries:Full Time	\$888.00
--	06/21/2024	Journal Entry	Salary	Personnel:Salaries:Full Time	\$3,451.93
--	06/21/2024	Journal Entry	Regular	Personnel:Salaries:Full Time	\$9,408.63
--	06/21/2024	Journal Entry	Overtime	Personnel:Salaries:Full Time	\$14.44
--	06/21/2024	Journal Entry	ER SUTA Illinois	Personnel:Benefits:IL Unemployment Company	\$163.86
--	06/21/2024	Journal Entry	Dental	Personnel:Benefits:Health/Dental Insurance	-\$14.89
--	06/21/2024	Journal Entry	ER OASDI	Personnel:Benefits:FICA Company	\$1,475.24
--	06/21/2024	Journal Entry	ER Medicare	Personnel:Benefits:FICA Company	\$345.03
--	06/21/2024	Check	--	Other Expenditures:Miscellaneous	\$35.00
<b>Total for --</b>					<b>\$56,495.20</b>

# Mississippi Valley Library District

## Profit and Loss

June 2024

	TOTAL
Income	
Charges for Services	
Fax	307.80
Printing/Copying	1,070.93
<b>Total Charges for Services</b>	<b>1,378.73</b>
Fines & Forfeitures	
Fines	51.60
Lost or Damaged Books/Inhouse	357.91
<b>Total Fines &amp; Forfeitures</b>	<b>409.51</b>
Other Revenues	
COBRA Reimbursements	1,393.20
Donations - Des & Undes	688.52
Interest Income	5,290.43
Miscellaneous	90.60
Reimbursements Other libraries	178.92
Rental Income	
Blum House Rental	658.26
Collinsville Rooms	297.95
FC Pavilion	125.00
<b>Total Rental Income</b>	<b>1,081.21</b>
Sale of Items	467.68
<b>Total Other Revenues</b>	<b>9,190.56</b>
Taxes	
Audit	309.30
Building Maintenance	4,793.99
FICA/Medicare	2,293.88
IMRF	2,319.65
Liability Insurance	3,273.30
Property Tax	34,923.95
<b>Total Taxes</b>	<b>47,914.07</b>
<b>Total Income</b>	<b>\$58,892.87</b>
<b>GROSS PROFIT</b>	<b>\$58,892.87</b>
Expenses	
Maintenance Services	
Building	3,235.34
Equipment	496.20
<b>Total Maintenance Services</b>	<b>3,731.54</b>

	TOTAL
<b>Materials</b>	
Adult Audio Visual Items	456.58
Adult Print Materials	1,569.01
Juvenile Audio Visual Items	137.80
Juvenile Print Items	23.94
Other Materials	813.47
Virtual Items	236.00
<b>Total Materials</b>	<b>3,236.80</b>
<b>Other Expenditures</b>	
Donation Expenditures - Des.	543.90
Grant Expenses	
FY2023 Per Capita Grant	1,346.88
FY2024 PNG Grant	13.22
<b>Total Grant Expenses</b>	<b>1,360.10</b>
Miscellaneous	179.75
Programming	13.51
Vehicles	350.54
<b>Total Other Expenditures</b>	<b>2,447.80</b>
<b>Personnel</b>	
Benefits	
FICA Company	3,951.71
Health/Dental Insurance	-29.78
IL Unemployment Company	320.65
IMRF	6,215.47
<b>Total Benefits</b>	<b>10,458.05</b>
Salaries	
Full Time	38,961.19
Part time	12,927.52
<b>Total Salaries</b>	<b>51,888.71</b>
<b>Total Personnel</b>	<b>62,346.76</b>
Professional Development	
Dues	100.00
<b>Total Professional Development</b>	<b>100.00</b>
Professional Services	
Information Technology	3,613.59
Other Professional Services	27.99
Payroll Service	293.91
<b>Total Professional Services</b>	<b>3,935.49</b>
Supplies	
Equipment	21.59
Office	428.84
Postage	60.20
<b>Total Supplies</b>	<b>510.63</b>

	TOTAL
Utilities	
Electricity	3,290.60
Natural Gas	236.57
Telephone/Fax	255.92
<b>Total Utilities</b>	<b>3,783.09</b>
<b>Total Expenses</b>	<b>\$80,092.11</b>
NET OPERATING INCOME	\$ -21,199.24
NET INCOME	\$ -21,199.24

# Mississippi Valley Library District

## Balance Sheet

As of July 5, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
Checking	66,161.07
General PI	2,883.37
IL Funds - Audit	9,558.83
IL Funds - Building	4,320.46
IL Funds - FICA	47,321.41
IL Funds - General	680,717.79
IL Funds - Gift	8,689.13
IL Funds - IMRF	56,812.43
IL Funds - Insurance	125,936.35
IL Funds - Reserve	38,635.07
IL Funds - Working Cash	225,102.66
<b>Total Bank Accounts</b>	<b>\$1,266,138.57</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>\$1,283,494.02</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>\$2,147,535.64</b>

## LIABILITIES AND EQUITY

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	176.18
II Withhold	-807.73
IMRF - Payable	180,151.74
Liberty National	7,932.20
MC - Emp	7.68
MC - Lib	7.68
Miscellaneous	-127.44
Net Pay Offset	1,054.41
SS - Emp	32.81
SS - Lib	32.81
SUTA	4,102.99
<b>Total Payroll Liabilities</b>	<b>193,718.53</b>
<b>Total Other Current Liabilities</b>	<b>\$1,234,023.73</b>
<b>Total Current Liabilities</b>	<b>\$1,240,700.04</b>
<b>Total Liabilities</b>	<b>\$1,240,700.04</b>
Equity	
Opening Bal Equity	14,039.26
Retained Earnings	859,304.61
Net Income	33,491.73
<b>Total Equity</b>	<b>\$906,835.60</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,147,535.64</b>



# Mississippi Valley Library District

IL Funds - Gift Ending Balance: \$8,689.13

Date	Ref No. Type	Payee Account	Memo	Class Location	Payment	Deposit	Stat Auto	Balance
06/30/2024	INTEREST	Other Revenues:Interest Income	Interest Earned			\$41.23	R	\$8,919.74
06/20/2024	Transfer	Checking	6/17/2024 bill pay		\$543.90		R	\$8,878.51
05/31/2024	INTEREST	Other Revenues:Interest Income	Interest Earned			\$51.79	R	\$9,422.41
05/29/2024	Transfer	Checking	bills paid 5/29/2024		\$289.45		R	\$9,370.62
05/29/2024	Transfer	Checking	gift deposit 5/29/2024			\$250.00	R	\$9,660.07
05/21/2024	Transfer	Checking	bills 5/21/2024 - Pan fountain valves		\$3,365.00		R	\$9,410.07
05/16/2024	Transfer	Checking	Delta Epsilon donation			\$25.00	R	\$12,775.07
05/14/2024	Transfer	Checking	from FoL for SRP			\$1,100.00	R	\$12,750.07
05/14/2024	Transfer	Checking	4/20/24 S. Wilkerson & 5/9/24 A. Cowan and M. Kwawer c.c. donations			\$117.37	R	\$11,650.07
05/08/2024	Transfer	Checking	debit card purchase		\$44.94		R	\$11,532.70
04/30/2024	INTEREST	Other Revenues:Interest Income	Interest Earned			\$44.90	R	\$11,577.64
04/19/2024	Transfer	Gift Fund (deleted)	closing Busey gift acct			\$1,510.12	R	\$11,532.74
04/19/2024	Transfer	Checking	checks printed 4/19/2024		\$86.96		R	\$10,022.62
04/18/2024	Transfer	Checking	N. Sullivan & C. Boulanger designated gifts			\$223.97	R	\$10,109.58
04/01/2024	Deposit	Other Expenditures:Miscellaneous	Opening Balance			\$9,885.61	R	\$9,885.61

# Mississippi Valley Library District

## Budget vs. Actuals: FY2024

July 2023 - June 2024

	ACTUAL	TOTAL		% OF BUDGET
		BUDGET	OVER BUDGET	
<b>Income</b>				
Charges for Services				
Fax	3,545.11	3,350.00	195.11	105.82 %
Non-resident Fees	81.00	81.00	0.00	100.00 %
Printing/Copying	11,057.93	9,100.00	1,957.93	121.52 %
<b>Total Charges for Services</b>	<b>14,684.04</b>	<b>12,531.00</b>	<b>2,153.04</b>	<b>117.18 %</b>
Fines & Forfeitures				
Fines	460.30	500.00	-39.70	92.06 %
Lost or Damaged Books/Inhouse	2,503.37	1,800.00	703.37	139.08 %
<b>Total Fines &amp; Forfeitures</b>	<b>2,963.67</b>	<b>2,300.00</b>	<b>663.67</b>	<b>128.86 %</b>
Intergovernment Revenue				
E-Rate	9,551.00	20,000.00	-10,449.00	47.76 %
Grants				
FY2023 Per Capita Grant	48,794.48	48,794.48	0.00	100.00 %
FY2023 PNG Grant	2,572.05		2,572.05	
FY2024 PNG Grant	3,875.11	6,474.00	-2,598.89	59.86 %
Other Grants	4,934.11	5,000.00	-65.89	98.68 %
<b>Total Grants</b>	<b>60,175.75</b>	<b>60,268.48</b>	<b>-92.73</b>	<b>99.85 %</b>
Replacement Tax	55,329.42	60,000.00	-4,670.58	92.22 %
TIF Funds		0.00	0.00	
<b>Total Intergovernment Revenue</b>	<b>125,056.17</b>	<b>140,268.48</b>	<b>-15,212.31</b>	<b>89.15 %</b>
Other Revenues				
COBRA Reimbursements	16,718.40	16,720.00	-1.60	99.99 %
Donations - Des & Undes	12,031.27	20,000.00	-7,968.73	60.16 %
Interest Income	30,723.26	9,000.00	21,723.26	341.37 %
Miscellaneous	1,445.77	2,500.00	-1,054.23	57.83 %
Property License Agreements	15,000.00	15,001.00	-1.00	99.99 %
Reimbursements Other libraries	1,334.08	1,300.00	34.08	102.62 %
Rental Income				
Blum House Rental	15,190.65	12,500.00	2,690.65	121.53 %
Collinsville Rooms	2,583.52	1,600.00	983.52	161.47 %
FC Pavilion	675.00	100.00	575.00	675.00 %
FC Rooms	50.00	100.00	-50.00	50.00 %
<b>Total Rental Income</b>	<b>18,499.17</b>	<b>14,300.00</b>	<b>4,199.17</b>	<b>129.36 %</b>
Sale of Items	5,106.68	3,750.00	1,356.68	136.18 %
Sale of Short Street Lot		12,000.00	-12,000.00	
Sale of Vehicle		1,200.00	-1,200.00	
<b>Total Other Revenues</b>	<b>100,858.63</b>	<b>95,771.00</b>	<b>5,087.63</b>	<b>105.31 %</b>
Taxes				
Audit	8,402.81	7,768.13	634.68	108.17 %
Building Maintenance	114,631.45	103,575.02	11,056.43	110.67 %
FICA/Medicare	54,322.17	52,823.26	1,498.91	102.84 %
IMRF	40,473.49	38,840.63	1,632.86	104.20 %

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Liability Insurance	59,925.67	58,002.01	1,923.66	103.32 %
Property Tax	856,389.26	776,812.63	79,576.63	110.24 %
<b>Total Taxes</b>	<b>1,134,144.85</b>	<b>1,037,821.68</b>	<b>96,323.17</b>	<b>109.28 %</b>
<b>Total Income</b>	<b>\$1,377,707.36</b>	<b>\$1,288,692.16</b>	<b>\$89,015.20</b>	<b>106.91 %</b>
GROSS PROFIT	<b>\$1,377,707.36</b>	<b>\$1,288,692.16</b>	<b>\$89,015.20</b>	<b>106.91 %</b>
Expenses				
Maintenance Services				
Building	115,628.67	120,000.00	-4,371.33	96.36 %
Equipment	9,322.27	10,000.00	-677.73	93.22 %
Grounds	12,435.16	11,000.00	1,435.16	113.05 %
<b>Total Maintenance Services</b>	<b>137,386.10</b>	<b>141,000.00</b>	<b>-3,613.90</b>	<b>97.44 %</b>
Materials				
Adult Audio Visual Items	10,428.13	11,000.00	-571.87	94.80 %
Adult Print Materials	30,252.58	27,000.00	3,252.58	112.05 %
Juvenile Audio Visual Items	2,106.61	2,000.00	106.61	105.33 %
Juvenile Print Items	3,785.10	4,500.00	-714.90	84.11 %
Online Databases	7,701.93	11,000.00	-3,298.07	70.02 %
Other Materials	1,766.73	1,250.00	516.73	141.34 %
Virtual Items	3,166.74	5,000.00	-1,833.26	63.33 %
<b>Total Materials</b>	<b>59,207.82</b>	<b>61,750.00</b>	<b>-2,542.18</b>	<b>95.88 %</b>
Other Expenditures				
Donation Expenditures - Des.	12,070.78	6,000.00	6,070.78	201.18 %
Grant Expenses				
FY2023 Per Capita Grant	48,794.48	48,794.48	0.00	100.00 %
FY2024 PNG Grant	6,474.00	6,474.00	0.00	100.00 %
Other Grants	4,934.11	3,000.00	1,934.11	164.47 %
<b>Total Grant Expenses</b>	<b>60,202.59</b>	<b>58,268.48</b>	<b>1,934.11</b>	<b>103.32 %</b>
Liability & Building Insurance	24,766.48	30,000.00	-5,233.52	82.55 %
Miscellaneous	5,158.78	2,750.00	2,408.78	187.59 %
Payments to Other Libraries	1,161.50	1,600.00	-438.50	72.59 %
Programming	3,691.38	5,000.00	-1,308.62	73.83 %
Vehicles	4,406.22	12,500.00	-8,093.78	35.25 %
<b>Total Other Expenditures</b>	<b>111,457.73</b>	<b>116,118.48</b>	<b>-4,660.75</b>	<b>95.99 %</b>
Personnel				
Benefits				
FICA Company	49,579.35	55,200.00	-5,620.65	89.82 %
Health/Dental Insurance	85,707.25	97,000.00	-11,292.75	88.36 %
IL Unemployment Company	7,086.53	8,100.00	-1,013.47	87.49 %
IMRF	79,463.17	92,000.00	-12,536.83	86.37 %
<b>Total Benefits</b>	<b>221,836.30</b>	<b>252,300.00</b>	<b>-30,463.70</b>	<b>87.93 %</b>
Salaries				
Full Time	503,835.08	501,500.00	2,335.08	100.47 %
Part time	146,267.31	200,900.00	-54,632.69	72.81 %
<b>Total Salaries</b>	<b>650,102.39</b>	<b>702,400.00</b>	<b>-52,297.61</b>	<b>92.55 %</b>
<b>Total Personnel</b>	<b>871,938.69</b>	<b>954,700.00</b>	<b>-82,761.31</b>	<b>91.33 %</b>
Professional Development				
Dues	520.00	600.00	-80.00	86.67 %
Training/Tuition		1,000.00	-1,000.00	

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Travel Expenses		1,200.00	-1,200.00	
<b>Total Professional Development</b>	<b>520.00</b>	<b>2,800.00</b>	<b>-2,280.00</b>	<b>18.57 %</b>
Professional Services				
Audit	8,360.00	8,300.00	60.00	100.72 %
Information Technology	47,118.69	55,000.00	-7,881.31	85.67 %
Internet Services	9,907.30	9,300.00	607.30	106.53 %
Legal Service	1,560.00	3,000.00	-1,440.00	52.00 %
OCLC Interlibrary Loan (deleted)		0.00	0.00	
Other Professional Services	4,035.49	3,600.00	435.49	112.10 %
Payroll Service	4,092.86	4,100.00	-7.14	99.83 %
Publishing	1,182.60	600.00	582.60	197.10 %
SHARE Membership (deleted)		0.00	0.00	
<b>Total Professional Services</b>	<b>76,256.94</b>	<b>83,900.00</b>	<b>-7,643.06</b>	<b>90.89 %</b>
Supplies				
Equipment	7,836.72	10,000.00	-2,163.28	78.37 %
Office	11,100.59	11,000.00	100.59	100.91 %
Postage	3,981.86	4,200.00	-218.14	94.81 %
<b>Total Supplies</b>	<b>22,919.17</b>	<b>25,200.00</b>	<b>-2,280.83</b>	<b>90.95 %</b>
Unapplied Cash Bill Payment Expense	0.00		0.00	
Utilities				
Electricity	45,264.62	56,000.00	-10,735.38	80.83 %
Natural Gas	6,587.30	9,750.00	-3,162.70	67.56 %
Telephone/Fax	4,055.85	3,600.00	455.85	112.66 %
Water/Sewer	2,762.95	3,000.00	-237.05	92.10 %
<b>Total Utilities</b>	<b>58,670.72</b>	<b>72,350.00</b>	<b>-13,679.28</b>	<b>81.09 %</b>
<b>Total Expenses</b>	<b>\$1,338,357.17</b>	<b>\$1,457,818.48</b>	<b>\$ -119,461.31</b>	<b>91.81 %</b>
NET OPERATING INCOME	<b>\$39,350.19</b>	<b>\$ -169,126.32</b>	<b>\$208,476.51</b>	<b>-23.27 %</b>
NET INCOME	<b>\$39,350.19</b>	<b>\$ -169,126.32</b>	<b>\$208,476.51</b>	<b>-23.27 %</b>

# Mississippi Valley Library District

## Profit and Loss Comparison

July 2023 - June 2024

	TOTAL	
	JUL 2023 - JUN 2024	JUL 2022 - JUN 2023 (PY YTD)
<b>Income</b>		
Charges for Services		
Fax	3,545.11	3,136.60
Non-resident Fees	81.00	174.00
Printing/Copying	11,057.93	9,522.37
<b>Total Charges for Services</b>	<b>14,684.04</b>	<b>12,832.97</b>
Fines & Forfeitures		
Fines	460.30	425.52
Lost or Damaged Books/Inhouse	2,503.37	1,886.74
<b>Total Fines &amp; Forfeitures</b>	<b>2,963.67</b>	<b>2,312.26</b>
Intergovernment Revenue		
E-Rate	9,551.00	14,633.69
Grants		
FY2022 Per Capita Grant (deleted)		48,794.48
FY2022 PNG Grant (deleted)		8,034.51
FY2023 Penny Severns Grant (deleted)		4,781.13
FY2023 Per Capita Grant	48,794.48	
FY2023 PNG Grant	2,572.05	11,026.95
FY2024 PNG Grant	3,875.11	
Other Grants	4,934.11	
<b>Total Grants</b>	<b>60,175.75</b>	<b>72,637.07</b>
Replacement Tax	55,329.42	101,357.59
<b>Total Intergovernment Revenue</b>	<b>125,056.17</b>	<b>188,628.35</b>
Other Revenues		
COBRA Reimbursements	16,718.40	
Donations - Des & Undes	12,031.27	19,137.77
Interest Income	30,723.26	8,180.76
Miscellaneous	1,445.77	3,975.66
Online Sales (deleted)		77.82
Property License Agreements	15,000.00	15,000.00
Reimbursements Other libraries	1,334.08	1,391.99
Rental Income		
Blum House Rental	15,190.65	11,306.25
Collinsville Rooms	2,583.52	1,792.50
FC Pavilion	675.00	
FC Rooms	50.00	50.00
<b>Total Rental Income</b>	<b>18,499.17</b>	<b>13,148.75</b>
Sale of Items	5,106.68	3,947.60
<b>Total Other Revenues</b>	<b>100,858.63</b>	<b>64,860.35</b>

	TOTAL	
	JUL 2023 - JUN 2024	JUL 2022 - JUN 2023 (PY YTD)
<b>Taxes</b>		
Audit	8,402.81	5,458.28
Building Maintenance	114,631.45	99,071.15
FICA/Medicare	54,322.17	47,870.15
IMRF	40,473.49	39,576.83
Liability Insurance	59,925.67	96,848.99
Property Tax	856,389.26	795,072.12
<b>Total Taxes</b>	<b>1,134,144.85</b>	<b>1,083,897.52</b>
<b>Total Income</b>	<b>\$1,377,707.36</b>	<b>\$1,352,531.45</b>
<b>GROSS PROFIT</b>	<b>\$1,377,707.36</b>	<b>\$1,352,531.45</b>
<b>Expenses</b>		
<b>Maintenance Services</b>		
Building	115,628.67	92,560.28
Equipment	9,322.27	9,953.56
Grounds	12,435.16	15,050.00
<b>Total Maintenance Services</b>	<b>137,386.10</b>	<b>117,563.84</b>
<b>Materials</b>		
Adult Audio Visual Items	10,428.13	11,947.14
Adult Print Materials	30,252.58	26,484.92
Juvenile Audio Visual Items	2,106.61	1,818.84
Juvenile Print Items	3,785.10	3,654.35
Online Databases	7,701.93	13,961.43
Other Materials	1,766.73	1,737.50
Virtual Items	3,166.74	3,812.08
<b>Total Materials</b>	<b>59,207.82</b>	<b>63,416.26</b>
<b>Other Expenditures</b>		
Donation Expenditures - Des.	12,070.78	5,726.06
<b>Grant Expenses</b>		
FY2022 Per Capita Grant (deleted)		48,794.48
FY2022 PNG Grant (deleted)		480.37
FY2023 Penny Severns Grant (deleted)		4,771.38
FY2023 Per Capita Grant	48,794.48	
FY2023 PNG Grant		13,000.29
FY2024 PNG Grant	6,474.00	
Other Grants	4,934.11	
<b>Total Grant Expenses</b>	<b>60,202.59</b>	<b>67,046.52</b>
Liability & Building Insurance	24,766.48	27,211.72
Miscellaneous	5,158.78	3,062.81
Payments to Other Libraries	1,161.50	1,552.42
Programming	3,691.38	4,947.20
Vehicles	4,406.22	7,607.19
<b>Total Other Expenditures</b>	<b>111,457.73</b>	<b>117,153.92</b>

	TOTAL	
	JUL 2023 - JUN 2024	JUL 2022 - JUN 2023 (PY YTD)
Personnel		
Benefits		
FICA Company	49,579.35	47,233.66
Health/Dental Insurance	85,707.25	69,267.61
IL Unemployment Company	7,086.53	5,996.99
IMRF	79,463.17	71,506.44
<b>Total Benefits</b>	<b>221,836.30</b>	<b>194,004.70</b>
Salaries		
Full Time	503,835.08	467,288.60
Part time	146,267.31	152,910.51
<b>Total Salaries</b>	<b>650,102.39</b>	<b>620,199.11</b>
<b>Total Personnel</b>	<b>871,938.69</b>	<b>814,203.81</b>
Professional Development		
Dues	520.00	564.64
Travel Expenses		1,298.94
<b>Total Professional Development</b>	<b>520.00</b>	<b>1,863.58</b>
Professional Services		
Audit	8,360.00	8,200.00
Information Technology	47,118.69	55,303.07
Internet Services	9,907.30	9,105.93
Legal Service	1,560.00	2,100.00
Other Professional Services	4,035.49	5,135.88
Payroll Service	4,092.86	3,625.81
Publishing	1,182.60	492.80
<b>Total Professional Services</b>	<b>76,256.94</b>	<b>83,963.49</b>
Supplies		
Equipment	7,836.72	11,701.83
Office	11,100.59	12,790.33
Postage	3,981.86	4,296.14
<b>Total Supplies</b>	<b>22,919.17</b>	<b>28,788.30</b>
Unapplied Cash Bill Payment Expense	0.00	0.00
Utilities		
Electricity	45,264.62	49,080.21
Natural Gas	6,587.30	8,901.19
Telephone/Fax	4,055.85	3,420.41
Water/Sewer	2,762.95	2,787.94
<b>Total Utilities</b>	<b>58,670.72</b>	<b>64,189.75</b>
<b>Total Expenses</b>	<b>\$1,338,357.17</b>	<b>\$1,291,142.95</b>
NET OPERATING INCOME	<b>\$39,350.19</b>	<b>\$61,388.50</b>
NET INCOME	<b>\$39,350.19</b>	<b>\$61,388.50</b>



**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  
Executive Director Kyla Waltermire  
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 a 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.

Dayton Freight Lines, Inc. has submitted a request for economic development incentives through the Madison County Discovery Enterprise Zone for potential development of a 75,000 square foot trucking terminal and distribution facility. The new construction project is an expansion project into new territory with a significant investment of \$43M. The potential new development is projected to create 80 jobs to include drivers, dockworkers, and ancillary staff. The site is located within the Discovery Enterprise Zone and is in the process of being annexed into the City prior to development (Exhibit A).

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 Appendix A.



TABLE A - 20-YEAR PROPERTY TAX REVENUES

TAXING DISTRICT	NO PROJECT	WITH PROJECT	PROJECT IMPACT
CITY OF COLLINSVILLE	\$0	\$340,000	\$340,000
METRO EAST SANITARY	\$6,120	\$188,000	\$181,880
SW IL COLLEGE #522	\$7,720	\$219,530	\$211,810
MISS VALLEY LIBRARY	\$3,600	\$102,180	\$98,580
COLLINSVILLE AREA RECR	\$3,640	\$108,240	\$104,600
MADISON COUNTY	\$8,080	\$240,780	\$232,700
COLLINSVILLE ROAD	\$5,460	\$162,880	\$157,420
COLLINSVILLE CU #10	\$79,680	\$2,371,470	\$2,291,790
COLLINSVILLE TOWNSHIP	\$2,360	\$70,800	\$68,440
Total Property Taxes Paid	\$124,620	\$3,803,880	\$3,679,260
Total Property Taxes Abated	\$0	\$2,311,000	\$2,311,000

Projections assume tax rate remains constant.

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

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



# **APPENDIX A**

## **PROPERTY TAX REVENUE PROJECTIONS**



**APPENDIX A - 20-YEAR PROPERTY TAX REVENUE PROJECTIONS**  
**DISCOVERY ENTERPRISE ZONE**  
**DAYTON FREIGHT PROJECT**  
**MCDONOUGH LAKE ROAD**

	Year	1	2	3	4	5	6	7	8	9	10
Estimated Market Value Increase		\$11,765,580									
Estimated Assessed Value Increase		\$3,921,860									
Existing Market Value		\$264,420									
Existing Assessed Value		\$88,140									
New Market Value		\$12,030,000									
New Assessed Value <sup>1</sup>		\$4,010,000									
Multiplier		1.01									
	<b>Total Market Value</b>	\$12,030,000	\$12,150,000	\$12,272,000	\$12,395,000	\$12,519,000	\$12,644,000	\$12,770,000	\$12,898,000	\$13,027,000	\$13,157,000
	<b>Total EAV</b>	\$4,010,000	\$4,050,000	\$4,090,667	\$4,131,667	\$4,173,000	\$4,214,667	\$4,256,667	\$4,299,333	\$4,342,333	\$4,385,667
	<b>Base EAV</b>	\$88,100	\$89,000	\$89,900	\$90,800	\$91,700	\$92,600	\$93,500	\$94,400	\$95,300	\$96,300
	<b>Total EAV Increment</b>	\$3,921,900	\$3,961,000	\$4,000,767	\$4,040,867	\$4,081,300	\$4,122,067	\$4,163,167	\$4,204,933	\$4,247,033	\$4,289,367
	<b>Property Tax Abatement</b>	100%	100%	100%	100%	100%	100%	100%	70%	40%	10%
	<b>Property Taxes Paid<sup>2</sup></b>	\$500	\$600	\$600	\$600	\$600	\$600	\$600	\$8,000	\$16,000	\$25,000
	<b>0.6192%</b>	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$5,000	\$9,000	\$14,000
	<b>0.3426%</b>	\$350	\$350	\$350	\$350	\$350	\$350	\$350	\$5,000	\$11,000	\$16,000
	<b>0.3983%</b>	\$160	\$170	\$170	\$170	\$170	\$170	\$170	\$3,000	\$5,000	\$7,000
	<b>0.1859%</b>	\$170	\$180	\$180	\$180	\$180	\$180	\$180	\$3,000	\$5,000	\$8,000
	<b>0.1963%</b>	\$390	\$390	\$390	\$390	\$400	\$400	\$410	\$6,000	\$12,000	\$17,000
	<b>0.4371%</b>	\$260	\$260	\$270	\$270	\$270	\$270	\$280	\$4,000	\$8,000	\$12,000
	<b>0.2961%</b>	\$3,810	\$3,850	\$3,890	\$3,920	\$3,960	\$4,000	\$4,040	\$59,000	\$114,000	\$171,000
	<b>4.3219%</b>	\$110	\$110	\$110	\$110	\$120	\$120	\$120	\$2,000	\$3,000	\$5,000
	<b>0.1266%</b>	\$6,050	\$6,200	\$6,270	\$6,310	\$6,370	\$6,410	\$6,470	\$95,000	\$183,000	\$275,000
	<b>6.9240%</b>	\$272,000	\$274,000	\$277,000	\$280,000	\$283,000	\$285,000	\$288,000	\$204,000	\$118,000	\$30,000
	<b>Property Taxes Abated</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Property Taxes Paid<sup>2</sup></b>	\$13,288,570	\$13,421,000	\$13,555,000	\$13,691,000	\$13,828,000	\$13,966,000	\$14,106,000	\$14,247,000	\$14,389,000	\$14,533,000
	<b>Total Market Value</b>	\$4,429,523	\$4,473,667	\$4,518,333	\$4,563,667	\$4,609,333	\$4,655,333	\$4,702,000	\$4,749,000	\$4,796,333	\$4,844,333
	<b>Total EAV</b>	\$97,300	\$98,300	\$99,300	\$100,300	\$101,300	\$102,300	\$103,300	\$104,300	\$105,300	\$106,400
	<b>Base EAV</b>	\$4,332,223	\$4,375,367	\$4,419,033	\$4,463,367	\$4,508,033	\$4,553,033	\$4,598,700	\$4,644,700	\$4,691,033	\$4,737,933
	<b>Total EAV Increment</b>	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	<b>Property Tax Abatement</b>	\$27,000	\$28,000	\$28,000	\$28,000	\$29,000	\$29,000	\$29,000	\$29,000	\$30,000	\$30,000
	<b>0.6192%</b>	\$15,000	\$15,000	\$15,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$17,000
	<b>0.3426%</b>	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$19,000	\$19,000	\$19,000	\$19,000	\$19,000
	<b>0.3983%</b>	\$8,000	\$8,000	\$8,000	\$8,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
	<b>0.1859%</b>	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000	\$10,000
	<b>0.1963%</b>	\$19,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$21,000	\$21,000	\$21,000	\$21,000
	<b>0.4371%</b>	\$13,000	\$13,000	\$13,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000
	<b>0.2961%</b>	\$191,000	\$193,000	\$195,000	\$197,000	\$199,000	\$201,000	\$203,000	\$205,000	\$207,000	\$209,000
	<b>4.3219%</b>	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
	<b>0.1266%</b>	\$306,000	\$310,000	\$312,000	\$316,000	\$320,000	\$323,000	\$326,000	\$328,000	\$331,000	\$335,000
	<b>6.9240%</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Property Taxes Abated</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Property Taxes Paid<sup>2</sup></b>	\$3,804,080	\$3,804,080	\$3,804,080	\$3,804,080	\$3,804,080	\$3,804,080	\$3,804,080	\$3,804,080	\$3,804,080	\$3,804,080
	<b>Total Market Value</b>	\$2,311,000	\$2,311,000	\$2,311,000	\$2,311,000	\$2,311,000	\$2,311,000	\$2,311,000	\$2,311,000	\$2,311,000	\$2,311,000
	<b>Total EAV</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Base EAV</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Total EAV Increment</b>	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
	<b>Property Tax Abatement</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>0.6192%</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>0.3426%</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>0.3983%</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>0.1859%</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>0.1963%</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>0.4371%</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>0.2961%</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>4.3219%</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>0.1266%</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>6.9240%</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Property Taxes Abated</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Property Taxes Paid<sup>2</sup></b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

<sup>1</sup> Estimated total assessed value of full buildout.  
<sup>2</sup> Assumes Tax Code 631 - #10, COLLINSVILLE CITY, MES, 2023 Tax Rate. Projections assume tax rate remains constant.



**APPENDIX A - PROPERTY TAX PROJECTIONS TAX CODE 094 (NO PROJECT)**

MCDONOUGH LAKE ROAD

	Year									
	1	2	3	4	5	6	7	8	9	10
Total Market Value	\$113,340									
Total Assessed Value <sup>1</sup>	\$37,780									
Multiplier	1.01									
	<b>Market Value</b>	<b>\$114,400</b>	<b>\$115,500</b>	<b>\$116,700</b>	<b>\$117,900</b>	<b>\$119,100</b>	<b>\$120,300</b>	<b>\$121,500</b>	<b>\$122,700</b>	<b>\$123,900</b>
	<b>Assessed Value</b>	<b>\$38,100</b>	<b>\$38,500</b>	<b>\$38,900</b>	<b>\$39,300</b>	<b>\$39,700</b>	<b>\$40,100</b>	<b>\$40,500</b>	<b>\$40,900</b>	<b>\$41,300</b>
	<b>Property Tax Abatement</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
METRO EAST SANITARY	0.3426%	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100
STATE PARK FIRE	0.4863%	\$180	\$190	\$190	\$190	\$190	\$200	\$200	\$200	\$200
SW IL COLLEGE #522	0.3983%	\$150	\$150	\$150	\$160	\$160	\$160	\$160	\$160	\$160
MISS VALLEY LIBRARY	0.1859%	\$70	\$70	\$70	\$70	\$70	\$70	\$80	\$80	\$80
COLLINSVILLE AREA RECR.	0.1963%	\$70	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80
MADISON COUNTY	0.4371%	\$170	\$170	\$170	\$170	\$170	\$180	\$180	\$180	\$180
COLLINSVILLE ROAD	0.2961%	\$110	\$110	\$120	\$120	\$120	\$120	\$120	\$120	\$120
COLLINSVILLE CU #10	4.3219%	\$1,630	\$1,650	\$1,680	\$1,700	\$1,720	\$1,730	\$1,750	\$1,770	\$1,780
COLLINSVILLE TOWNSHIP	0.1266%	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50
Property Taxes Paid <sup>2</sup>	6.7911%	\$2,530	\$2,560	\$2,610	\$2,640	\$2,660	\$2,690	\$2,720	\$2,740	\$2,750
Property Taxes Abated		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Market Value</b>	<b>\$125,100</b>	<b>\$126,400</b>	<b>\$129,000</b>	<b>\$130,300</b>	<b>\$131,600</b>	<b>\$132,900</b>	<b>\$134,200</b>	<b>\$135,500</b>	<b>\$136,900</b>
	<b>Assessed Value</b>	<b>\$41,700</b>	<b>\$42,100</b>	<b>\$43,000</b>	<b>\$43,400</b>	<b>\$43,900</b>	<b>\$44,300</b>	<b>\$44,700</b>	<b>\$45,200</b>	<b>\$45,600</b>
	<b>Property Tax Abatement</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
METRO EAST SANITARY	0.3426%	\$100	\$100	\$100	\$100	\$100	\$100	\$200	\$200	\$200
STATE PARK FIRE	0.4863%	\$180	\$190	\$190	\$190	\$190	\$200	\$200	\$200	\$200
SW IL COLLEGE #522	0.3983%	\$170	\$170	\$170	\$170	\$170	\$180	\$180	\$180	\$180
MISS VALLEY LIBRARY	0.1859%	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80
COLLINSVILLE AREA RECR.	0.1963%	\$70	\$70	\$80	\$80	\$80	\$80	\$80	\$80	\$80
MADISON COUNTY	0.4371%	\$170	\$170	\$170	\$170	\$170	\$180	\$180	\$180	\$180
COLLINSVILLE ROAD	0.2961%	\$110	\$110	\$120	\$120	\$120	\$120	\$120	\$120	\$120
COLLINSVILLE CU #10	4.3219%	\$1,630	\$1,650	\$1,680	\$1,700	\$1,720	\$1,730	\$1,750	\$1,770	\$1,780
COLLINSVILLE TOWNSHIP	0.1266%	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50
Property Taxes Paid <sup>2</sup>	6.7911%	\$2,560	\$2,590	\$2,640	\$2,670	\$2,710	\$2,740	\$2,780	\$2,860	\$2,870
Property Taxes Abated		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>										

<sup>1</sup>Total 2023 Equalized Assessed Value of Existing Property

<sup>2</sup>Tax Code 094 - #10; STATE PARK FIRE; MES, 2023 Tax Rate. Projections assume tax rate remains the same.





**APPENDIX A - PROPERTY TAX PROJECTIONS TAX CODE 944 (NO PROJECT)**  
 MCDONOUGH LAKE ROAD

	Year										TOTAL
	1	2	3	4	5	6	7	8	9	10	
Total Market Value	\$151,080	\$152,600	\$154,100	\$155,600	\$157,200	\$158,800	\$160,400	\$162,000	\$163,600	\$165,200	
Total Assessed Value <sup>1</sup>	\$50,360	\$50,900	\$51,400	\$51,900	\$52,400	\$52,900	\$53,500	\$54,000	\$54,500	\$55,100	
Multiplier	1.01										
<b>Market Value</b>	<b>\$151,100</b>	<b>\$152,600</b>	<b>\$154,100</b>	<b>\$155,600</b>	<b>\$157,200</b>	<b>\$158,800</b>	<b>\$160,400</b>	<b>\$162,000</b>	<b>\$163,600</b>	<b>\$165,200</b>	
<b>Assessed Value</b>	<b>\$50,400</b>	<b>\$50,900</b>	<b>\$51,400</b>	<b>\$51,900</b>	<b>\$52,400</b>	<b>\$52,900</b>	<b>\$53,500</b>	<b>\$54,000</b>	<b>\$54,500</b>	<b>\$55,100</b>	
<b>Property Tax Abatement</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	
<b>Property Taxes Abated</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Market Value</b>	<b>\$166,900</b>	<b>\$168,600</b>	<b>\$170,300</b>	<b>\$172,000</b>	<b>\$173,700</b>	<b>\$175,400</b>	<b>\$177,200</b>	<b>\$179,000</b>	<b>\$180,800</b>	<b>\$182,600</b>	
<b>Assessed Value</b>	<b>\$55,600</b>	<b>\$56,200</b>	<b>\$56,800</b>	<b>\$57,300</b>	<b>\$57,900</b>	<b>\$58,500</b>	<b>\$59,100</b>	<b>\$59,700</b>	<b>\$60,300</b>	<b>\$60,900</b>	
<b>Property Tax Abatement</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	
<b>Property Taxes Abated</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
COLLINSVILLE FIRE	0.4110%	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$4,100
METRO EAST SANITARY	0.3426%	\$170	\$170	\$180	\$180	\$180	\$180	\$180	\$190	\$190	\$3,620
SW IL COLLEGE #522	0.3983%	\$200	\$200	\$200	\$210	\$210	\$210	\$220	\$220	\$220	\$4,390
MISS VALLEY LIBRARY	0.1859%	\$90	\$90	\$100	\$100	\$100	\$110	\$110	\$110	\$110	\$2,050
COLLINSVILLE AREA RECR.	0.1963%	\$100	\$100	\$100	\$100	\$100	\$110	\$110	\$110	\$110	\$2,080
MADISON COUNTY	0.4371%	\$220	\$220	\$220	\$230	\$230	\$230	\$240	\$240	\$240	\$4,600
COLLINSVILLE ROAD	0.2961%	\$150	\$150	\$150	\$150	\$160	\$160	\$160	\$160	\$160	\$3,120
COLLINSVILLE CU #10	4.3219%	\$2,180	\$2,200	\$2,220	\$2,240	\$2,260	\$2,280	\$2,300	\$2,320	\$2,340	\$45,540
COLLINSVILLE TOWNSHIP	0.1266%	\$60	\$60	\$70	\$70	\$70	\$70	\$70	\$70	\$70	\$1,360
Property Taxes Paid <sup>2</sup>	\$3,370	\$3,390	\$3,440	\$3,480	\$3,510	\$3,540	\$3,570	\$3,620	\$3,650	\$3,670	
Property Taxes Abated	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Market Value</b>	<b>\$166,900</b>	<b>\$168,600</b>	<b>\$170,300</b>	<b>\$172,000</b>	<b>\$173,700</b>	<b>\$175,400</b>	<b>\$177,200</b>	<b>\$179,000</b>	<b>\$180,800</b>	<b>\$182,600</b>	
<b>Assessed Value</b>	<b>\$55,600</b>	<b>\$56,200</b>	<b>\$56,800</b>	<b>\$57,300</b>	<b>\$57,900</b>	<b>\$58,500</b>	<b>\$59,100</b>	<b>\$59,700</b>	<b>\$60,300</b>	<b>\$60,900</b>	
<b>Property Tax Abatement</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	
<b>Property Taxes Abated</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
COLLINSVILLE FIRE	0.4110%	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$300
METRO EAST SANITARY	0.3426%	\$170	\$170	\$180	\$180	\$180	\$180	\$180	\$190	\$190	\$3,620
SW IL COLLEGE #522	0.3983%	\$220	\$220	\$230	\$230	\$230	\$240	\$240	\$240	\$240	\$4,390
MISS VALLEY LIBRARY	0.1859%	\$100	\$100	\$110	\$110	\$110	\$110	\$110	\$110	\$110	\$2,050
COLLINSVILLE AREA RECR.	0.1963%	\$100	\$100	\$100	\$100	\$100	\$110	\$110	\$110	\$110	\$2,080
MADISON COUNTY	0.4371%	\$220	\$220	\$220	\$230	\$230	\$230	\$240	\$240	\$240	\$4,600
COLLINSVILLE ROAD	0.2961%	\$150	\$150	\$150	\$150	\$160	\$160	\$160	\$160	\$160	\$3,120
COLLINSVILLE CU #10	4.3219%	\$2,180	\$2,200	\$2,220	\$2,240	\$2,260	\$2,280	\$2,300	\$2,320	\$2,340	\$45,540
COLLINSVILLE TOWNSHIP	0.1266%	\$60	\$60	\$70	\$70	\$70	\$70	\$70	\$70	\$70	\$1,360
Property Taxes Paid <sup>2</sup>	\$3,400	\$3,420	\$3,480	\$3,510	\$3,500	\$3,570	\$3,610	\$3,650	\$3,680	\$3,800	
Property Taxes Abated	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	

<sup>1</sup>Total 2023 Equalized Assessed Value of Existing Property

<sup>2</sup>Tax Code 944 - #10 COLLS FIRE, MISS LIBR, CAPD, MES, 2023 Tax Rate Projections assume tax rate remains the same.





**Resolution 25-01**  
**Resolution to Authorize Property Tax Abatement for Dayton Freight Lines, Inc. Collinsville Truck Terminal 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 July, 2024.

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

ATTEST:

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



**EXHIBIT A**  
**PROPERTY DESCRIPTION - DAYTON FREIGHT LINES, INC. COLLINSVILLE TRUCK TERMINAL**  
**DEVELOPMENT**

MADISON COUNTY ASSESSOR'S PARCEL ID: 13-1-21-20-00-000-012  
LEGAL DESCRIPTION: PT W1/2 NW.

MADISON COUNTY ASSESSOR'S PARCEL ID: 13-2-21-19-00-000-019  
LEGAL DESCRIPTION: MCMILLINS SUBDIVISION W PT LOT 2 2354.47 X 390.82 IRR

MADISON COUNTY ASSESSOR'S PARCEL ID: 13-2-21-20-00-000-072  
LEGAL DESCRIPTION: MCMILLINS SUBDIVISION LOT 1 225.47 X 487.64 IRR

MADISON COUNTY ASSESSOR'S PARCEL ID: 13-2-21-20-00-000-073  
LEGAL DESCRIPTION: MCMILLINS SUBDIVISION E PT LOT 2 112 X 1335.08 IRR

**DRAFT POLICY**  
**FREEDOM OF INFORMATION ACT**

**Bolded** = new language

~~Strikethrough~~ = removed language

2.1.1 A brief description of our public body is as follows:

The purpose of the Mississippi Valley Library District (hereafter "Library") is to provide materials and services to meet the personal, intellectual, educational and recreational needs and interests of the members of the community. In order to fulfill this purpose, the Library will assemble, organize, preserve, and make easily and readily accessible to all people a variety of materials. The Library functions as a center for community activities, meetings, and programs which provides the opportunity for members of the community to experience personal enrichment and furtherance of knowledge.

The total amount of our operating budget for ~~FY2024~~ **FY2025** is: ~~\$1,288,692.16~~ **\$1,493,881.70**.

Funding sources are property and personal property replacement taxes, grants, charges, and donations. Tax levies are:

- Corporate purposes (for general operating expenditures)
- IMRF (provides for employee's retirement and related expenses)
- Social Security (employer's FICA costs and related expenses)
- Audit (for annual audit and related expenses)
- Maintenance (for maintaining the building)
- Tort Liability (for insurance premiums, risk management, attorney's fees and related expenses, unemployment, and worker's compensation insurance)

The administrative office is located at 408 West Main Street, Collinsville, IL 62234. We have approximately the following number of persons employed: 12 full-time and 11 part-time.

The following organization exercises control over our policies and procedures: The Mississippi Valley Library District Board of Trustees, which typically meets monthly on the third Monday of each month, excluding December, 6:30 p.m., alternating between the ~~Blum House, 414 W. Main,~~ **Collinsville Memorial Library Center, 408 West Main Street**, Collinsville, IL and the Fairmont City Library Center, 4444 Collinsville Road, Fairmont City, IL.

Members are:

- Jeanne Lomax, President
- Ginny York, Vice-President
- Lisa McCormick, Secretary
- Cathy Kulupka, Treasurer
- Kathy Murphy, Trustee
- Ana Romero-Lizana, Trustee
- Mark Schusky, Trustee

We are required to report and be answerable for our operations to: The Illinois State Library, Gwendolyn Brooks Building, 300 South Second Street, Springfield, Illinois.



**ORDINANCE NO. 25-01  
BUDGET AND APPROPRIATIONS ORDINANCE**

ANNUAL BUDGET AND APPROPRIATIONS ORDINANCE FOR THE MISSISSIPPI VALLEY LIBRARY DISTRICT  
OF THE COUNTIES OF MADISON AND ST. CLAIR, STATE OF ILLINOIS  
FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025

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

WHEREAS, a public hearing was held as to such Annual Budget and Appropriation Ordinance on September 16, 2024, notice of which was given at least thirty (30) days prior thereto by publishing notice thereof in a newspaper of general circulation in the Mississippi Valley Library District; and

WHEREAS, all other legal requirements have been duly complied with by the Board of Trustees of Mississippi Valley Library District;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND THE TRUSTEES OF THE MISSISSIPPI VALLEY LIBRARY DISTRICT, IN THE COUNTIES OF MADISON AND ST. CLAIR, STATE OF ILLINOIS, AS FOLLOWS:

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

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

- |    |   |            |
|----|---|------------|
| 1. | For personnel salaries                            | \$ 700,000 |
| 2. | For health insurance benefits                     | \$ 100,000 |
| 3. | For state unemployment insurance                  | \$ 15,000  |
| 4. | For Illinois Municipal Retirement Fund (Employee) | \$ 40,000  |
| 5. | For maintenance services                          | \$ 60,000  |
| 6. | For professional services                         |            |
| a. | Internet services                                 | \$ 13,000  |
| b. | Info. technology                                  | \$ 65,000  |

c.	Legal service	\$ 10,000	
d.	Payroll service	\$ 6,000	
e.	Publishing	\$ 800	
f.	Publishing	\$ 3,000	
g.	Other prof. services	\$ 10,000	
			\$ 107,800
7.	For professional development		\$ 4,000
8.	For utilities		
a.	Electricity	\$ 65,000	
b.	Natural gas	\$ 10,000	
c.	Telephone/Fax	\$ 5,000	
d.	Water/sewer	\$ 3,500	
			\$ 83,500
9.	For supplies (office/building/equipment)		\$ 26,000
10.	For postage		\$ 5,000
11.	For materials		
a.	Adult print items	\$ 35,000	
b.	Adult audio/visual	\$ 15,000	
c.	Online databases	\$ 15,000	
d.	Juvenile print items	\$ 7,000	
e.	Juvenile audio/visual	\$ 3,000	
f.	Virtual	\$ 11,000	
g.	Other materials	\$ 3,000	
			\$ 89,000
12.	For grant expenses		\$ 85,000
13.	For payments to other libraries		\$ 2,500
14.	Programming		\$ 10,000
15.	For vehicles		\$ 4,000
16.	For miscellaneous expenses		\$ 10,000
			TOTAL
			\$ 1,341,800

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

Social Security and Medicare Taxes \$ 65,000

TOTAL \$ 65,000

FOR ILLINOIS MUNICIPAL RETIREMENT FUND [40 ILCS 5/ 7-171]:

Illinois Municipal Retirement Fund (Employer) \$ 60,000

TOTAL \$ 60,000

FOR AUDIT PURPOSES [50 ILCS 310/9]:

Contractual Services - Audit \$ 10,000

TOTAL \$ 10,000

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

Insurance

- a. Liability & Workers Comp. Insurance \$ 30,000
- b. Risk Management and Loss Control Program \$ 90,000

TOTAL \$ 120,000

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

Building Maintenance Cost

- a. Building expenses \$ 130,000

TOTAL \$ 130,000

FOR SPECIAL RESERVE FUND [75 ILCS 16/40-40; 75 ILCS 5/5-8]:

- 1. Emergency and/or designated projects \$ 100,000
- 2. Contingency \$ 10,000

TOTAL \$ 110,000

FOR THE PURPOSE OF A GIFT FUND [75 ILCS 16/30-75]

Designated donations \$ 30,000

TOTAL \$ 30,000

FOR THE PURPOSE OF A WORKING CASH FUND [75 ILCS 16/30-95; 75 ILCS 16/35-35]:

Working Cash Fund	\$ 230,000
TOTAL	\$ 230,000

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

Projected cash on hand July 1, 2024	\$1,300,000
Special Reserve Fund	\$ 110,000
Working Cash Fund	\$ 230,000
Gift Fund	\$ 30,000
Miscellaneous gifts and donations	\$ 50,000
Interest Income	\$ 95,000
Special purpose grants	\$ 85,000
Fees and charges	\$ 20,000
Miscellaneous income	\$ 30,000
Reimbursements (COBRA, E-Rate, other libraries)	\$ 27,000
Rentals and leases	\$ 40,000
Personal property replacement taxes	\$ 55,000
Tax for General Corporate Library purposes	\$ 890,000
Tax for Social Security purposes	\$ 62,000
Tax for IL Municipal Retirement Fund	\$ 62,000
Tax for Audit purposes	\$ 8,500
Tax for Liability and Insurance	\$ 86,000
Tax for Maintenance purposes	\$ 125,000

Expected cash on hand June 30, 2025

\$ 1,300,000

Section 3: Any unexpended balances in the General Library Fund and Maintenance Fund appropriations will be deposited into the Special Reserve Fund pursuant to a plan in accordance with 75 ILCS 16/40-50.

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

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

Passed by the Board of Trustees of the Mississippi Valley Library District and approved by the President thereof this 16<sup>th</sup> day of September, 2024.

BOARD OF TRUSTEES OF  
MISSISSIPPI VALLEY LIBRARY DISTRICT

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary

## Chapter 9 (Public Services: Reference and Reader's Advisory Services)

Through public services, a library offers assistance to patrons in the use of its collections and resources. The library also provides patrons with resources beyond those owned by the library through interlibrary loan and other resource-sharing arrangements. Basic public services include reference and reader's advisory. These services should be provided to all age groups.

### Reference Service

Reference service is the provision of information in response to a patron's question. All Illinois public libraries should provide reference service for their patrons.

### Reference Service Standards

1. All basic services are available when the library is open. For the purpose of this document, basic services are circulation, reference, reader's advisory, and computer/Internet access.
2. The library has a board-approved reference service policy developed by reference staff and administration and it is reviewed biennially.
3. The library provides staff trained in reference service to meet the needs of patrons who have challenges with disabilities, language, and literacy.
4. The library participates in interlibrary loan and resource sharing to help provide accurate and timely reference service.
5. The library is aware of the importance of accuracy in reference service and relies on information sources of demonstrated currency and authority.
6. The library supports training in the use of technologies necessary to access electronic resources, including training for persons with disabilities in the use of adaptive equipment and software.
7. The library provides easy access to accurate and up-to-date community information/resource files.
8. The library provides current issues of at least one community or local newspaper and retains hard copy or online back issues for a minimum of six months.
9. The library provides access to local ordinances or codes of all municipalities within its service boundaries.
10. The library provides access to local and state maps.
11. The library strives to provide access to the minutes of local government meetings. These include but are not limited to municipal (village, township, or city) and school board meetings.
12. The library provides voter information, including precinct boundaries and location of polling places.
13. The library provides information about local history and events.
14. The library will include at least one current reference resource for each subject area. Electronic resources may fulfill this requirement.



15. Staff has access to a telephone or computer to receive and respond to requests for information and materials and to contact other agencies for information.
16. Staff members are encouraged to attend at least one relevant continuing education event each year.
17. The library annually evaluates its reference service for accuracy, timeliness, staff friendliness, and patron ease.

## Reference Service Checklist

- All basic services are available when the library is open.
- The library has a reference service policy.
- The library provides staff trained in reference service to meet the needs of patrons who have challenges with disabilities, language, and literacy.
- The library participates in interlibrary loan and resource sharing to help provide accurate and timely reference service.
- The library is aware of the importance of accuracy in reference service and relies on information sources of demonstrated currency and authority.
- The library supports training in the use of technologies necessary to access electronic resources, including training for persons with disabilities in the use of adaptive equipment and software.
- The library provides easy access to accurate and up-to-date community information.
- The library provides current issues of at least one community or local newspaper and retains hard copy or online back issues for a minimum of six months.
- The library provides access to local ordinances or codes of all municipalities within its service boundaries.
- The library provides access to local and state maps.
- The library provides access to the minutes of local government meetings. These include but are not limited to municipal (village, township, or city) and school board meetings.
- The library provides voter information, including precinct boundaries and location of polling places.
- The library provides information about local history and events.
- The library has at least one current reference resource for each subject area.
- Staff has access to a telephone or computer to receive and respond to requests for information and materials and to contact other agencies for information.
- Staff members are encouraged to attend at least one relevant continuing education event each year.
- The library evaluates its reference service on an annual basis.

## **Reader's Advisory Service**

Reader's advisory service is a patron focused service that promotes and encourages the use of collections for recreational purposes, including but not limited to recreational reading, watching, and listening. Reader's advisory service offers advice, suggestions, recommendations, and selections to library users to help them identify authors, titles, and genres which they may enjoy. It should also strive to respond to the recreational reading, viewing, and listening tastes of individual patrons using the resources of the library and its staff to link readers with books, movies, and music. Reader's advisory is instrumental in creating relationships and encouraging conversations with users and the community about leisure reading, viewing, and listening needs.

All Illinois public libraries should provide some sort of reader's advisory service to their patrons. This can be done formally with a separate designated service desk, through conversation with a librarian, or informally through conversations throughout the library such as at the circulation desk where library staff members interact with patrons as they are checking out and returning materials and are able to discuss these items with them, getting to know their preferences in the process. This can lead to suggestions of similar titles that the patrons may enjoy.

## **Reader's Advisory Service Standards**

1. All basic services are available when the library is open. For the purposes of this document, basic services are circulation and reference and reader's advisory services. If reference and reader's advisory services are provided to children and adults from two separate points, then the library provides adequate staffing at both locations all hours the library is open.
2. The library has competently trained staff that has thorough knowledge of popular authors and titles.
3. The library participates in interlibrary loan and resource sharing to help provide accurate and timely reader's advisory service.
4. The library is aware of the importance of quality in reader's advisory service and relies on information sources of demonstrated currency and authority.
5. Staff has access to a telephone and computer to receive and respond to requests for information and materials and to contact other agencies for information.
6. Staff members who are responsible for reader's advisory services should attempt to stay current with community events by participating in community organizations, clubs, or councils.
7. Staff members who are responsible for reader's advisory services should attempt to attend as many workshops, reading roundtables, or continuing education events as possible to stay current.
8. The library accepts and responds to reader's advisory requests received in person, on the phone, or electronically.
9. The library promotes and cultivates popular collections which are inclusive, representing all people and their actual experiences to provide an accurate portrayal of the diverse world in which we live.

## Reader's Advisory Service Checklist

- All basic services are available when the library is open.
- The library has competently trained staff that has thorough knowledge of popular authors and titles.
- The library maintains a well-rounded collection of both fiction and nonfiction titles.
- The library participates in interlibrary loan and resource sharing to help provide accurate and timely reader's advisory service.
- The library maintains a basic collection of reader's advisory reference materials.
- All staff members attend at least one relevant continuing education event each year.
- Staff members who are responsible for reader's advisory service in their library join at least one community organization, club, or council.
- Staff members who are responsible for reader's advisory service in their library attend at least one workshop, reading roundtable, or continuing education event.
- The library accepts and responds to reader's advisory requests received in person, on the phone, or electronically.