Notice & Agenda – Mississippi Valley Library District
Board of Trustees Meeting
August 19, 2024 at 6:30 PM

On-Site at the Collinsville Memorial Library Center, 408 West Main Street, Collinsville, IL 62234
Via Zoom: https://us02web.zoom.us/j/89705219357?pwd=sm4y3RHQkJdjNEtAqa3C78E5MXtOHD.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://mvld.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 July 15, 2024
   b. Communications
   c. Administrative Reports
   d. Finances
      i. July 2024 Expenses by Vendor, Profit & Loss, and Funds Balances
      ii. Gift Fund Transactions
      iii. FY2025 Profit & Loss Budget vs. Actual and Profit & Loss Previous Year Comparison
   e. Committee Reports
      i. Finance
      ii. Personnel
      iii. Fundraiser
7. Unfinished Business
   a. Annual Appointment of Whistleblower Auditor
8. New Business
   a. Informational – FY2024 Illinois Public Library Annual Report (IPLAR)
   b. Discussion and Possible Adoption of Resolution 25-02 Authorizing the Filing of an Application with ACT for CY24 ACT Community Action Grants Program Funds
   c. Review of Serving Our Public 4.0 Chapter 10
9. Closed Session
   a. Closed session, if necessary, for any lawful exemption pursuant to Section 2(c) of the Illinois Open Meetings Act
10. Action for Items Discussed in Closed Session
    a. Action(s), if necessary, for any lawfully exempt matter discussed in closed session
11. Adjournment

DATE: July 15, 2024
TIME: 6:30 PM
PLACE: Fairmont City Library, Fairmont City, IL

Call to Order

Ginny York, Vice-President, called the meeting to order at 6:31 PM.

Roll Call

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

Trustees absent:
Jeanne Lomax, President

Also present:
Kyla Waltermire, Executive Director
Matt Harris, Assistant Director

Pledge of Allegiance

Public Input

The following public spoke:
- Cindy Klein Webb
- Michael Treece

Friends of the Library

- Friends of the Library collected a little over $100 at their last book sale for capital needs in addition to their regular sales.

Trustee Comment

York announced that Lomax will be speaking at the next board meeting to address some concerns from the public.

Consent Items

A motion to approve Consent Items excluding the minutes was made by McCormick and seconded by Schusky.

a. Approval of Minutes –Regular Board Meeting of June 17, 2024.

b. Communications:
   - Received 4 communications from the public

c. Administrative Reports
   Executive Director:
   - Waltermire informed the Board that the she applied for a $500 grant through REFORMA, an organization for promoting library services to Latinos and Spanish speakers. The Noche de Cuentos (Night of Stories) grant would fund storytelling activities at the Fairmont City Library.
   - Busey Bank contacted Waltermire to let her know they have enjoyed their partnership with the MVLD and would like to renew the license agreement beyond its expiration in November 2025.

   Assistant Director:
   - One new HVAC unit was installed earlier in the day on July 15. Due to the excessive heat, they were unable to install the second unit at the same time. The second HVAC unit will be installed early next week.
   - Harris reported that he re-enrolled in his MLS program and will begin classes in the fall.

d. Finances – Finances reviewed;
   - Financial report reflected end of fiscal year. No discussion.

e. Committee Reports
   - Finance Committee will be meeting in the next month or so to work on upcoming ordinances.

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

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

   Yes- 6, No – 0, Abstained – 0, Absent – 1
   Motion carried.

Unfinished Business
   None

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

- Schusky spoke in favor of abatement.
- McCormick spoke in opposition to abatement.

Romero-Lizana motioned and Schusky seconded to adopt the resolution as presented.

A roll call was taken on the motion:

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

Yes- 4, No – 1, Abstained – 1, Absent – 1
Motion carried.

b. Discussion and Possible Adoption of Revisions to Freedom of Information Act Policy.

Kulupka motioned and Romero-Lizana seconded to adopt the Freedom of Information Act Policy as presented.

A roll call was taken on the motion:

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

Yes- 6, No – 0, Abstained – 0, Absent – 1
Motion carried.

c. Appointment of Two Trustees to Audit FY2024 Secretary's Records
- Kulupka and Romero-Lizana volunteered to audit the FY2024 Secretary's records for the annual report.

d. Annual Appointment of Whistleblower Auditor
- Tabled until next month when President is present. President is required to appoint auditor.

e. Discussion and Possible Adoption of Tentative FY2025 Budget and Appropriations Ordinance.

- Waltermire explained the Budget and Appropriations Ordinance. The numbers reflected in the ordinance are intentionally higher than what was approved in the working budget so that it reduces the amount of future revisions to the ordinance. There will be a final vote on the ordinance later in the FY.

McCormick motioned and Murphy seconded to adopt the Tentative FY2025 Budget and Appropriations Ordinance.

A roll call was taken on the motion:

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

Yes- 6, No – 0, Abstained – 0, Absent – 1
Motion carried.

f. Setting the Date for Budget and Appropriations Ordinance Public Hearing
   - By consensus, the date was set for September 16, 2024 with the hearing to take place immediately before the regular board meeting.

g. Review of Serving Our Public 4.0 Chapter 9 – no discussion.

Closed Session – None.

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

A voice vote was taken on the motion.

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

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

Motion carried. The meeting adjourned at 7:37 PM.

Fwd: FW: 2025 Candidate's Guide and Election Calendar

1 message

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

Mon, Aug 5, 2024 at 12:32 PM

---------- Forwarded message ---------
From: **Vanessa L. Jones** <vljones@madisoncountyil.gov>
Date: Mon, Jul 29, 2024 at 3:44 PM
Subject: FW: 2025 Candidate's Guide and Election Calendar
To: stjpark@hometel.com <stjpark@hometel.com>, info@veniceparkdistrict.com <info@veniceparkdistrict.com>, roxparkrec.debbie@gmail.com <roxparkrec.debbie@gmail.com>, director@smrld.org <director@smrld.org>, officemanager@tritownshippark.org <officemanager@tritownshippark.org>, jamiewells@roxanalibrary.org <jamiewells@roxanalibrary.org>, board@mvld.org <board@mvld.org>, info@hartfordpubliclibrarydistrict.org <info@hartfordpubliclibrarydistrict.org>, Library Director <director@glencarbonlibrary.org>, board@maryville.lib.il.us <board@maryville.lib.il.us>, info@eastaltonlibrary.org <info@eastaltonlibrary.org>, Kimberlee Owens <k.owens@fosterburgwaterdistrict.com>, villageclerk@harforillinois.net <villageclerk@harforillinois.net>

Please see the attached documents regarding the 2025 Consolidated Election. I also included the state board of elections website. As you read you will see that the LEO handbook is still not ready. Please check back with the state every few days to download it.

https://www.elections.il.gov/RunningForOffice.aspx?MID=rOlNCTNZd9A%3d

From: Davis, Brent <BDavis@elections.il.gov>
Sent: Monday, July 29, 2024 3:02 PM
Subject: 2025 Candidate's Guide and Election Calendar

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Afternoon,

The 2025 Candidate's Guide and 2025 Election and Campaign Finance Calendar are attached, and can also be found (or will soon be) on the State Board of Elections website.

The Local Election Officials Handbook is still under final review and will be released as soon as possible.

Please feel free to reach out if you have any questions or concerns.

Brent

Brent M Davis

Director of Election Operations

Illinois State Board of Elections

2329 S. MacArthur Blvd.

Springfield, IL 62704

Office – (217) 558-1664

Mobile – (217) 685-5302

2 attachments

2025 Election Calendar Issued 07292024.pdf
1913K

FINAL 2025 Candidate's Guide 7.29.2024.pdf
1017K

Re: Library Director information request

1 message

Jeanne Lomax <jeannelomax67@gmail.com>   Fri, Aug 9, 2024 at 9:53 AM
To: Kyla Waltermire <kylaw@mvld.org>

Thanks for the info.
Jeanne

On Thu, Aug 8, 2024 at 6:11 PM Kyla Waltermire <kylaw@mvld.org> wrote:
Hello Jeanne,

- Maryville Library's request: I have a Master's in Library and Information Science. The salary range as approved by the board this April is $74,263 - $84,872.
- Annual evaluation: The timing has fluctuated from year to year. It's up to the Board to determine the evaluation process, including when to conduct it.
- Pan fountain: I answered this question earlier today.

Thank you,

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

On Thu, Aug 8, 2024 at 12:18 PM Jeanne Lomax <jeannelomax67@gmail.com> wrote:

Hi Kyla,
Can you please provide me with this information so I can respond back? Also, I noticed the last time there was an Annual Evaluation of the Executive Director was February of 2023. If this is to be done on an annual basis, when is this scheduled to occur? I haven't heard back from you on the progress of the fountain repair? Were you able to speak with Kohne Plumbing?

Thanks,
Jeanne

---------- Forwarded message ---------
From: **'Jessica Yakstis' via Board** <board@mvld.org>
Date: Tue, Aug 6, 2024 at 2:21 PM
Subject: Library Director information request
To: board@mvld.org <board@mvld.org>, Rachel ONeill <rjoneill219@yahoo.com>

Good Afternoon,

We are the personnel committee at the Maryville Community Library and looking to gather some information if you are willing to share. We are trying to make sure our current Library Director has a competitive salary with their work experience and education. If possible can you please share your current Library Director education level and salary range. Thank you in advance for your assistance.

Jessica Yakstis
Library Board Trustee President

Rachel O'Neill
Library Board Trustee Secretary

Report Covering July 2024
Kyla Waltermire, Executive Director

Building and Grounds Updates
- The Pan fountain has a leak underneath the concrete. MVLD staff continue to reach out to contractors to get pricing for repairing or replacing the fountain.
- Tettaton Heating & Cooling replaced FC's HVAC rooftop units on July 15 and 17.
- A quote from A Home Landscaping to add a swale to the back side of CM in order to address flooding at the historical museum was approved. Work will begin in about a month.
- Johnson Controls completed fire alarm system testing on July 10.
- Security Alarm Co. replaced a power supply panel on July 11. They also repaired a camera on July 17.

Circulation and Collection Updates
- The MVLD libraries continue to help Caseyville Library cardholders while the Caseyville Library is closed. The Caseyville Library's grand opening is scheduled for August 10.

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 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. The fourth quarter report and reimbursement request was submitted. Work on the final project report is underway.
- FY2025 PNG Grant – The grant application was submitted in April. No update.
- Walmart Spark Good Grant – The Library's application was denied.
- REFORMA Noche de Cuentos (Night of Stories) Grant – The Library's application was approved in the amount of $500. These funds will be for a cultural storytelling event at FC.

Meetings, Outreach, and Professional Development
- July 1, 2, & 3 – Technical Services Assistant interview
- July 3, 8, & 9 – Met with contractor to discuss swale & Pan fountain project
- July 5 & 8 – Illinois Notary Public commission renewal training (8.00 hours CE)
- July 8 & 9 – Met with folks interested in bidding on the vehicles
- July 9 – Covered CM's main desk (6.50 hours)
- July 10 – Attended IHLS webinar re: automated materials handling system implementation
- July 12 – Attended LIRA (liability insurance pool) mid-year membership meeting
- July 16 – Met with Board Treasurer re: renewal of treasurer's bond and completion of FY2024 Secretary's records audit; Program Coordinator Lee Friz did outreach at the City's Tanner Houck watch party
- July 17 – Participated in IHLS strategic planning meeting for public library members; covered CM's main desk (1.00 hours); opened vehicle bids
- July 18 – Attended IHLS Third Thursday event about the IPLAR's requirements (2.00 hours CE); hosted MEPL at FC (1.00 hour CE)

CM = Collinsville Memorial Library
FC = Fairmont City Library

- July 23 – Met w/ trustee to complete FY2024 Secretary's records audit; Program Coordinator Lee Friz and Marketing Coordinator Terry Pierson did outreach at Collinsville CUSD #10's in-person registration event
- July 24 – Attended webinar with Marketing Coordinator Terry Pierson: "Making Your Website More Accessible" to address federal ADA requirements (1.00 hours CE)
- July 25 – Held a performance discussion with a staff member; attended Collinsville Faith in Action's executive board meeting
- July 30 – Attended Chamber of Commerce's coffee talk; Maintenance Technician Zeke Pennington met with Buildingstars' new on-site manager for future Blum House cleaning
- July 31 – Maintenance Technician Zeke Pennington met with Corvus Janitorial's crew to do walkthroughs at CM & FC for the August 1 start date.

Marketing and Promotions Updates
- Most promotional activities focused on sharing information about summer reading program events.

Miscellaneous
- The bid opening for the Ford Windstar and Pontiac G6 took place at 4:00 PM on July 17. Both vehicles' sales are completed.
- The MVLD now offers Freegal (https://mvld.freegalmusic.com/), a free streaming music service. Listen to ad-free, unlimited music just by entering your library card number and PIN. You can also download up to 3 songs per week. Freegal offers hundreds, if not thousands, of premade playlists, and you can also create your own.
- In the near future the Library will be rolling out about 50 new databases offered by EBSCO. From auto repair guides to health information, and from job and career tools to NOLO legal forms, these databases have something for everyone. Keep an eye out for how to access these. Our thanks to the Illinois Secretary of State's office for negotiating and funding this resources package for all libraries in the state.

Program Updates and Other Dates of Note
- The MVLD will be closed on September 2 for Labor Day.
- The "Read Renew Repeat" summer reading program wrapped up on July 31.
  - 389 people of all ages participated in the reading and checkout challenges.
  - The MVLD hosted 250 activities/events with 6,345 attendees.
- Check out the Library's full calendar at https://mvld.org/collinsville_calendar and https://mvld.org/fairmont_calendar.

Staff Updates
- The Level 1 Library Clerk vacancy from Katie Sand's promotion to Technical Services Assistant remains unfilled. Rather, the Library is in the process of hiring two Level 2 Library Clerks: one to fill Reida Buscemi's position from their prior promotion to Level 1 and one to at least temporarily fill part of the vacant Level 1 hours.

2

Statistical Summary

7/1/2024 12:00:00 AM - 7/31/2024 11:59:59 PM

Grand Totals

Record Counts - As of 8/12/2024 11:12 AM

	Bibs w/Items	Bibs w/o Items	Authority			
Global	1,616,684	49,432	769,486			
	Bibs w/Items	Items	Items Withdrawn	Patrons	Active Staff	Active Workstations
Branch Specific	72,095	75,954	3	18,338	31	27

Circulation Statistics

Check Outs	Borrowers	Check In	Overdue Items Checked In	Staff Overrides
8,816	1,200	6,994	1,424	0

Holds Placed	Holds Satisfied	Holds Cancelled
2,018	2,273	479

Records Added and Deleted

	Bibliographic	Authority	Items	Patrons
Added by Branch	4	0	250	94
Added by Other	n/a	n/a	n/a	n/a
Deleted by Branch	1	0	233	64
Deleted by Other	n/a	n/a	n/a	n/a

Financials

New Charges	Money Collected	Refunds	NET	Amounts Waived	Credits
$5,783.27	$368.85	$25.00	$343.85	$3,914.43	$0.75

Total Outstanding Fines - As of 8/12/2024 11:12 AM

$135,017.99

PAC Statistics

Logins	Online Registrations	Holds Placed	Holds Cancelled
2,347	3	1,184	93

DATE	PROGRAM / EVENT / PROMOTION	# ATTENDED
July	Activity Packet	95
July	Children's Activity Sheets	40
July	Coloring Pages	630
July	Computer handouts	35
July	Take and Make Crafts	144
July	Children's Take and Make Crafts	90
July	Get Outside Photo Challenge	0
July	Children's SRP Sign Up	177
July	Young Adult SRP Sign Up	62
July	Adult SRP Sign Up	141
July	Children's SRP Completed	74
July	Young Adult SRP Completed	28
July	Adult SRP Completed	87
7/1/24	Body Sculpting	9
7/1/24	Alma Woodsey Thomas - Children's Art Club (Reida)	20
7/1/24	Mindful Monday Painting- Teens and adults	9
7/2/2024	Morning Yoga	8
7/2/24	Preschool Storytime - Boxes Theme- Children's (Theresa)	37
7/2/24	Kaleidoscope Craft- Children's (Theresa)	13
7/3/24	4th of July Party Popper Craft- Children's	20
7/3/24	Baby Boogie - Boxes Theme- Children's(Theresa)	38
7/3/24	Teen Club to Relax & Recharge In	7
7/3/24	3d Printer Night (Ciara)	1
7/3/24	Yoga Time!	4
7/5/24	Maker Club-Teens & adults (Lee)	2
7/6/24	Cross Stitching Club	2
7/6/24	Composting at Willoughby Farm-Teens & Adults (Lee)	4
7/8/24	Cardboard Airplanes- Craft- Children's	12
7/8/24	Body Sculpting	7
7/8/24	Mindful Monday Painting-Children's	2
7/9/24	Morning Yoga	18
7/9/24	Preschool Storytime - Ice cream Theme- Children's (Theresa)	60
7/9/24	Seizure First Aid Training	10
7/9/24	Computer Basics: Password Management (Katy R.)	1
7/10/24	DIY Travel Art Cases- Craft- Children's	19
7/10/2024	Baby Boogie - Ice cream Theme - Children's(Theresa)	32
7/10/24	Teen Club to Relax & Recharge In	3
7/10/24	Slime Time (Ciara)	35
7/10/24	Acoustic Jam with the Collinsville Ramblers	15
7/10/24	Yoga Time!	12
7/11/24	Penny Spinner- Craft- Children's	16
7/11/24	Daytime Book Club	7
7/11/24	Biota & Pests: A D&D Campaign - Teens & adults (Lee)	8
7/11/24	Lego Building Challenge Club - Children's(Theresa)	11
7/12/24	Yarn Mandalas- Craft- Children's	34
7/12/24	Conservation - Teen Art Club (Reida)	4

7/13/24	Meditation at the Blum House	6
7/13/24	Cross Stitching Club (Leslee)	2
7/13/24	Crafted Competition - Teens (Lee)	1
7/15/24	Body Sculpting	5
7/15/24	CR- Kids in the Kitchen Cooking Class- Ages 5-7 **Registration	1
7/15/24	Mindful Monday Painting- Teens and adults	2
7/16/24	Morning Yoga	8
7/16/24	Preschool Storytime - Construction Theme- Children's (Theresa)	27
7/16/24	CR- Kids Cooking Class Ages 8-12 **Registration Required**(Theresa)	8
7/17/24	Baby Boogie - Construction Theme- Children's(Theresa)	34
7/17/24	CR- Kids in the Kitchen Cooking Class Ages 8-12**Registration	11
7/17/24	Teen Club to Relax & Recharge In	11
7/17/24	Open Gaming (Ciara)	0
7/17/24	Yoga Time!	7
7/18/24	CR- Kids in the Kitchen Cooking Class Ages 8-12 **Registration	11
7/18/24	Biota & Pests: A D&D Campaign - Teens & adults (Lee)	8
7/18/2024	Book and an Appetizer Club	8
7/19/24	CR- Kids in the Kitchen Cooking Class Ages 8-12**Registration	7
7/19/24	Junk Journal Club (Lee)	8
7/20/24	Cubing at the Library	12
7/20/24	Meditation at the Blum Hous	5
7/20/24	Cross Stitching Club (Leslee)	4
7/20/24	History and Genealogy Club (Leslee)	6
7/20/24	Soap Making Class- Teens and Adults *Registration Required* (Lee)	21
7/22/24	Body Sculpting	5
7/22/24	Mindful Monday Painting-Children's	4
7/23/24	Butterfly Crafts- Children's(Theresa)	34
7/23/24	Morning Yoga	12
7/23/24	Preschool Storytime - Zoo Theme- Children's (Theresa)	26
7/24/24	Baby Boogie - Zoo Theme- Children's(Theresa)	33
7/24/24	Teen Club to Relax & Recharge In	3
7/24/24	Yoga Time!	6
7/25/2024	Puzzle Piece Art- Children's	9
7/25/24	Biota & Pests: A D&D Campaign - Teens & adults (Lee)	8
7/25/24	Family Evening Storytime (Theresa)	0
7/26/24	Pastel Day - Teens -Registration Required (Reida)	7
7/26/24	Animal Masks with Marion Nichols Snowflakey Lady- Children's	4
7/27/24	Meditation at the Blum House	6
7/27/24	Cross Stitching Club (Leslee)	2
7/27/24	pop up craft	15
7/29/24	Body Sculpting	7
7/29/24	Mindful Monday Painting- Teens and adults	0
7/30/24	Morning Yoga	10
7/30/24	Preschool Storytime - Ocean Theme-Children's (Theresa)	23
7/31/24	Baby Boogie - Ocean Theme- Children's(Theresa)	40

7/31/24	CANCELED: Degas- Children's Art Club (Reida)	0
7/31/24	CANCELED: Teen Club to Relax & Recharge In	0
7/31/24	Blum House: Evening Book Club	7
7/31/24	CANCELED - Yoga Time!	0
	TOTAL	**2557**

	Children Ages 0-5 Synchronous in-person onsite program sessions: 350 attendance, 10 events
	Children Ages 0-5 Synchronous in-person offsite program sessions: 0 attendance, 0 events
	Children Ages 0-5 Synchronous virtual program sessions: 0 attendance, 0 events
	Children Ages 0-5 Self-Directed: 704 attendance, 5 events
	Children Ages 6-11 Synchronous in-person onsite program sessions: 110 attendance, 13 events
	Children Ages 6-11 Synchronous in-person offsite program sessions: 0 attendance, 0 events
	Children Ages 6-11 Synchronous in-person virtual program sessions: 0 attendance, 0 events
	Children Ages 6-11 Self-Directed: 442 attendance, events 7
	Young Adults Ages 12- 18 Synchoronous in-person onsite program sessions: 88 attendance, 13 events
	Young Adults Ages 12- 18 Synchoronous in-person offsite program sessions: 0 attendance, 0 events
	Young Adults Ages 12- 18 Synchoronous in-person virtual program sessions: 0 attendance, 0 events
	Young Adults Ages 12-18 Self-Directed: 90 attendance, 3 events
	Adults Ages 19+ Synchronous in-person onsite program sessions: 218 attendance, 29 events
	Adults Ages 19+ Synchronous in-person offsite program sessions: 3 attendance, 1 events
	Adults Ages 19+ Synchronous in-person virtual program sessions: attendance, events
	Adults Ages 19+ Self-Directed: 263 attendance, 3 events
	General Interests Synchronous: 0 attendance, 0 events
	General Interests Synchronous: 26 attendance, 5 events
	General Interests Synchronous: 0 attendance, 0 events
	General Interests Self-Directed: 239 attendance, 2 events

24-25 ILL stats.xlsx

Month	Total # Items Requested by MVLD	# Items Received at MVLD via ILL - In State Returnables	# Items Received at MVLD via ILL - In State Non-Returnables	# Items Received at MVLD via ILL - Out of State Returnables	# Items Received at MVLD via ILL - Out of State Non-Returnables	Total # of ILL Requests Received by MVLD	# Items Supplied by MVLD via ILL - In State Returnables	# Items Supplied by MVLD via ILL - In State Non-Returnables	# Items Supplied by MVLD via ILL - Out of State Returnables	# Items Supplied by MVLD via ILL - Out of State Non-Returnables	CM Front Door Counter	CM Side Door Counter	CM Computer Sessions
Jul-24	23	15	0	2	0	76	22	0	32	0	5346	4125	798
Aug-24													
Sep-24													
Oct-24													
Nov-24													
Dec-24													
Jan-25													
Feb-25													
Mar-25													
Apr-25													
May-25													
Jun-25													
Totals:	23	15	0	2	0	76	22	0	32	0	5346	4125	798

Board Report August, 2024
Matthew Harris – Assistant Director – Fairmont City Library Center

Grants, awards, donations, and special stories:

It was a busy month for programs. Several large programs including the No Sale Yard Sale, Treehouse Wildlife Center Live Animal Show, and the Back to School Bash. One of the requirements for the Back to School Bash was for groups to bring in 500 of their given supply. Groups ran out in about two hours of their supplies! This was with only giving items to juveniles. The door count at the end of the night was almost 900!

Outreach and education:

July 9- Attended Latino Roundtable meeting
July 15- Attended MVLD Board meeting

Building and Grounds:

New HVAC units installed

Programming:

Wednesdays- Garden Club
July 6- No Sale Yard Sale
July 8-12- Kids in the Kitchen
July 20- Treehouse Wildlife Center Live Animal Show
July 25- Back to School Bash
July 27- Rotating Farmer's Market

Stats:

July
Days Open: 26
Door Count: 3494
Computer Users: 388
E-Book Questions: 0
Homebound Delivery: 0

DATE	PROGRAM / EVENT / PROMOTION	# ATTENDED
July	Get Outside Photo Challenge	0
July	Childrens SRP Sign Ups	5
July	Children's SRP Completed	1
July	Young Adult SRP Sign Ups	2
July	Young Adult SRP Completed	1
July	Adult SRP Sign Ups	2
July	Adult SRP Completed	0
7/1/24	Kaleidoscope craft	14
7/2/24	Maker Club-Teens (Lee)	4
7/3/24	4th of July Party Popper Craft- Children's	19
7/3/24	Junk Journal Club	3
7/3/24	Garden Club	7
7/5/24	Board Game Night	4
7/6/24	No Sale Yard Sale (Theresa)	100
7/8/24	Kids in the Kitchen Cooking Class- Age 5-7 **Registration in required**	8
7/9/24	Kids in the Kitchen Cooking Class ages 8-12 **Registration Required**	6
7/9/24	Maker Club (Lee)	4
7/10/24	Kids in the Kitchen Cooking Class ages 8-12 **Registration Required*	5
7/10/24	Garden Club	6
7/11/24	Kids in the Kitchen Cooking Class ages 8-12 **Registration Required**	5
7/12/24	Kids in the Kitchen Cooking Class ages 8-12 **Registration Required*	4
7/15/24	Cardboard Airplanes- Craft- Children's	10
7/16/24	Answers on Aging	7
7/17/24	DIY Travel Cases- Craft- Children's	9
7/17/24	Garden Club	12
7/18/24	Penny Spinners- Craft- Children's	9
7/19/24	Yarn Mandalas- Craft- Children's	12
7/19/24	Metro East Every Survivor Counts Table	4
7/20/24	Treehouse Wildlife Center- Live animal show and tell	20
7/22/24	Butterfly Crafts- Children's (Theresa)	0
7/24/24	Puzzle Piece Art- Children's	1
7/24/24	Garden Club	3
7/25/24	Back to School Bash	700
7/25/24	puzzle Piece art	0
7/26/24	Project Read Family Reading Day with SWIC	0
7/27/24	Farmer's Market	7

7/27/24	Maker Club-Teens and Adults (Lee)	1
7/31/24	Garden Club	4
		988

	Children Ages 0-5 Synchronous in-person onsite program sessions: 0 attendance, 0 events
	Children Ages 0-5 Synchronous in-person offsite program sessions: 0 attendance, 0 events
	Children Ages 0-5 Synchronous virtual program sessions: 0 attendance, 0 events
	Children Ages 0-5 Self-Directed: 0 attendance, 0 events
	Children Ages 6-11 Synchronous in-person onsite program: 45 attendance, 13 events
	Children Ages 6-11 Synchronous in-person offsite program sessions: 0 attendance, 0 events
	Children Ages 6-11 Synchronous virtual program sessions: 0 attendance, 0 events
	Children Ages 6-11 Self-Directed: 74 attendance, 10 events
	Young Adults Ages 12- 18 Synchoronous in-person onsite program: 16 attendance, 5 events
	Young Adults Ages 12- 18 Synchoronous in-person offsite program sessions: 0 attendance, 0 events
	Young Adults Ages 12- 18 Synchoronous virtual program sessions: 0 attendance, 0 events
	Young Adults Ages 12-18 Self-Directed: 3 attendance, 2 events
	Adults Ages 19+ Synchronous in-person onsite program: 14 attendance,2 events
	Adults Ages 19+ Synchronous in-person offsite program sessions: 0 attendance, 0 events
	Adults Ages 19+ Synchronous virtual program sessions: 0 attendance, 0 events
	Adults Ages 19+ Self-Directed: 1 attendance,2 events
	General Interests Synchronous in-person onsite program: 811 attendance, 7 events
	General Interests Synchronous in-person offsite program sessions: 0 attendance, 0 events
	General Interests Synchronous virtual program sessions: 0 attendance, 0 events
	General Interests Self-Directed: 0 attendance, 0 events

Mississippi Valley Library District

Expense by Vendor Detail

July 2024

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
AMEREN ILLINOIS					
AMEREN ILLINOIS	07/24/2024	Bill	FCLC gas (01149)	Utilities:Natural Gas	$63.79
AMEREN ILLINOIS	07/24/2024	Bill	FCLC electric (01130)	Utilities:Electricity	$1,301.78
AMEREN ILLINOIS	07/24/2024	Bill	CMLC gas (23000)	Utilities:Natural Gas	$52.15
AMEREN ILLINOIS	07/24/2024	Bill	CMLC electric (04006)	Utilities:Electricity	$3,345.77
AMEREN ILLINOIS	07/24/2024	Bill	CMLC outdoor parking lot light (60005)	Utilities:Electricity	$28.54
AMEREN ILLINOIS	07/24/2024	Bill	BH gas (83007)	Utilities:Natural Gas	$54.30
AMEREN ILLINOIS	07/24/2024	Bill	BH electric (10414)	Utilities:Electricity	$307.52
Total for AMEREN ILLINOIS					**$5,153.85**
American Express					
American Express	07/24/2024	Bill	Misc. office supplies / consumables	Supplies:Office	$255.37
American Express	07/24/2024	Bill	Misc. equipment	Supplies:Equipment	$40.96
American Express	07/24/2024	Bill	movies and video games	Materials:Adult Audio Visual Items	$697.98
American Express	07/24/2024	Bill	movies and TV shows	Materials:Juvenile Audio Visual Items	$132.52
American Express	07/24/2024	Bill		Utilities:Telephone/Fax	$30.00
American Express	07/24/2024	Bill	AmEx annual membership fee; Canva annual subscription	Other Expenditures:Miscellaneous	$294.99
American Express	07/24/2024	Bill	monthly Zoom subscription; Guru Importer monthly subscription	Professional Services:Other Professional Services	$27.99
American Express	07/24/2024	Bill	misc. supplies	Maintenance Services:Building	$115.17
American Express	07/24/2024	Bill	2019 transit van - lube, oil, filter change; replace wiper blades	Other Expenditures:Vehicles	$187.19
American Express	07/24/2024	Bill	cordless pruner	Maintenance Services:Equipment	$243.47
American Express	07/24/2024	Bill	ILLs; certified letters	Supplies:Postage	$118.96
American Express	07/24/2024	Bill	IL Compiled Statutes supplements	Materials:Adult Print Materials	$118.00
American Express	07/24/2024	Bill	misc. supplies	Other Expenditures:Programming	$76.53
American Express	07/24/2024	Bill	K. Waltermire notary renewal	Professional Development:Dues	$109.67
Total for American Express					**$2,448.80**
Americom Imaging Systems Inc.					
Americom Imaging Systems Inc.	07/24/2024	Bill	Monthly copier / printer lease contract - July 2024	Maintenance Services:Equipment	$496.20
Total for Americom Imaging Systems Inc.					**$496.20**
Americom Imaging Systems Inc. - Maint					
Americom Imaging Systems Inc. - Maint	07/05/2024	Bill	Overages for 5/20/2024 - 6/19/2024	Maintenance Services:Equipment	$516.22

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
Americom Imaging Systems Inc. - Maint	07/24/2024	Bill	Overages for 6/20/2024 - 7/19/2024	Maintenance Services:Equipment	$258.59
Total for Americom Imaging Systems Inc. - Maint					**$774.81**
Aqua Systems					
Aqua Systems	07/05/2024	Bill	Invoice # 294328525 bottle exchange dated 7/5/2024	Supplies:Office	$29.10
Aqua Systems	07/24/2024	Bill	Invoice # 299123573 monthly rental dated 7/10/2024	Supplies:Office	$6.95
Total for Aqua Systems					**$36.05**
AtoZdatabases					
AtoZdatabases	07/05/2024	Bill	Invoice # 132308 1 year agreement 7/1/2024 - 6/30/2025	Materials:Online Databases	$2,538.00
Total for AtoZdatabases					**$2,538.00**
Better Homes and Gardens					
Better Homes and Gardens	07/05/2024	Bill	Magazine - 2 year	Materials:Adult Print Materials	$28.00
Total for Better Homes and Gardens					**$28.00**
Blue Cross / Blue Shield					
Blue Cross / Blue Shield	07/05/2024	Bill	Health Insurance 7/1/2024 - 8/1/2024	Personnel:Benefits:Health/Dental Insurance	$7,046.16
Blue Cross / Blue Shield	07/24/2024	Bill	Health Insurance 8/1/2024 - 9/1/2024	Personnel:Benefits:Health/Dental Insurance	$7,686.72
Total for Blue Cross / Blue Shield					**$14,732.88**
Brady Pest and Termite Management					
Brady Pest and Termite Management	07/05/2024	Bill	Invoice # 0085385 Bimonthly pest control BH, CM, & FC June 2024	Maintenance Services:Grounds	$275.00
Total for Brady Pest and Termite Management					**$275.00**
Brian Brown					
Brian Brown	07/05/2024	Bill	June 2024 grass cutting	Maintenance Services:Grounds	$855.00
Total for Brian Brown					**$855.00**
Brodart					
Brodart	07/24/2024	Bill	Invoice # 642781 blu-ray cases	Supplies:Office	$57.29
Total for Brodart					**$57.29**
Buildingstars					
Buildingstars	07/05/2024	Bill	Invoice # 3423065 BH cleaning June 2024	Maintenance Services:Building	$200.00
Buildingstars	07/05/2024	Bill	Invoice # 3424586 CM cleaning July 2024	Maintenance Services:Building	$1,900.00
Buildingstars	07/05/2024	Bill	Invoice # 3424630 FC cleaning July 2024	Maintenance Services:Building	$425.00

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
Total for Buildingstars					**$2,525.00**
Capital One					
Capital One	07/05/2024	Bill	Misc. program consumables	Other Expenditures:Programming	$214.00
Total for Capital One					**$214.00**
Casey's General Store					
Casey's General Store	07/22/2024	Check		Other Expenditures:Vehicles	$73.81
Total for Casey's General Store					**$73.81**
Center Point Large Print					
Center Point Large Print	07/24/2024	Bill	standing order June 2024	Materials:Adult Print Materials	$147.42
Total for Center Point Large Print					**$147.42**
Charter Communications					
Charter Communications	07/05/2024	Bill	CM & FC fiber internet 50 mbps June 2024 - July 2024	Professional Services:Internet Services	$772.00
Charter Communications	07/05/2024	Bill	CM elevator emergency phone line June 2024 - July 2024	Utilities:Telephone/Fax	$49.99
Total for Charter Communications					**$821.99**
City of Collinsville					
City of Collinsville	07/24/2024	Bill	CM water & sewer 04/26/2024 - 06/28/2024	Utilities:Water/Sewer	$996.16
Total for City of Collinsville					**$996.16**
Cottons Ace					
Cottons Ace	07/15/2024	Check		Maintenance Services:Building	$25.98
Total for Cottons Ace					**$25.98**
Daria K. Heaton					
Daria K. Heaton	07/05/2024	Bill	balance overpaid by July 2024 COBRA reimbursement	Personnel:Benefits:Health/Dental Insurance	$52.68
Total for Daria K. Heaton					**$52.68**
Delta Dental					
Delta Dental	07/05/2024	Bill	Dental Insurance July 2024	Personnel:Benefits:Health/Dental Insurance	$320.19
Delta Dental	07/24/2024	Bill	Dental Insurance August 2024	Personnel:Benefits:Health/Dental Insurance	$377.73
Total for Delta Dental					**$697.92**
Demco					
Demco	07/05/2024	Bill	Invoice # 7492680 staff name badges	Supplies:Office	$36.93
Total for Demco					**$36.93**
Edwardsville Public Library					
Edwardsville Public Library	07/24/2024	Bill	Item # 0000803674225 The Lying Life	Other Expenditures:Payments to Other	$26.00

Cash Basis

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
Total for Edwardsville Public Library			of Adults	Libraries	**$26.00**
Fairview Heights Public Library					
Fairview Heights Public Library	07/24/2024	Bill	Item # 0001501832206 Your Power, Your Purpose	Other Expenditures:Payments to Other Libraries	$27.00
Total for Fairview Heights Public Library					**$27.00**
Glen Carbon Centennial Library					
Glen Carbon Centennial Library	07/05/2024	Bill	Item # 0004200890822 What Was Pearl Harbor?	Other Expenditures:Payments to Other Libraries	$5.99
Glen Carbon Centennial Library	07/05/2024	Bill	Item # 0004201303643 The Bad Guys in Open Wide and Say Arrrgh!	Other Expenditures:Payments to Other Libraries	$6.99
Total for Glen Carbon Centennial Library					**$12.98**
Globe Life					
Globe Life	07/05/2024	Bill	Supplemental health and life insurance	Personnel:Benefits:Health/Dental Insurance	$284.54
Total for Globe Life					**$284.54**
HGTV Magazine					
HGTV Magazine	07/05/2024	Bill	Magazine - 1 year	Materials:Adult Print Materials	$19.97
Total for HGTV Magazine					**$19.97**
Home Depot					
Home Depot	07/15/2024	Check		Maintenance Services:Building	$56.53
Home Depot	07/10/2024	Check		Maintenance Services:Building	$18.16
Home Depot	07/25/2024	Check		Maintenance Services:Building	$21.24
Home Depot	07/30/2024	Check		Maintenance Services:Building	$163.36
Total for Home Depot					**$259.29**
Illinois American Water					
Illinois American Water	07/05/2024	Bill	FCLC water 5/8/2024 - 6/7/2024	Utilities:Water/Sewer	$55.58
Illinois American Water	07/24/2024	Bill	FCLC water 6/8/2024 - 7/8/2024	Utilities:Water/Sewer	$55.50
Total for Illinois American Water					**$111.08**
Illinois Heartland Library System					
Illinois Heartland Library System	07/05/2024	Bill	Invoice #2024-1584 2 copies of 2024 ed. Library Laws & Rules	Materials:Adult Print Materials	$50.00
Illinois Heartland Library System	07/05/2024	Bill	Invoice # 2024-1623 ebooks June 2024	Other Expenditures:Grant Expenses:FY2024 Per Capita Grant	$308.08
Illinois Heartland Library System	07/05/2024	Bill	Invoice # 2024-1687 cataloging fees	Other Expenditures:Grant Expenses:FY2024 Per Capita Grant	$280.00
Illinois Heartland Library System	07/24/2024	Bill	Invoice # 2025-0078 RDA Toolkit	Other Expenditures:Grant Expenses:FY2024 Per Capita Grant	$90.00
Illinois Heartland Library System	07/24/2024	Bill	Invoice # 2025-0116 SHARE Mobile Library app	Other Expenditures:Grant Expenses:FY2024 Per Capita Grant	$250.00

Cash Basis

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
Illinois Heartland Library System	07/24/2024	Bill	Invoice # 2025-0436 SHARE membership fee	Other Expenditures:Grant Expenses:FY2024 Per Capita Grant	$20,119.99
Illinois Heartland Library System	07/24/2024	Bill	Invoice # 2025-0301 SHARE branch fee	Other Expenditures:Grant Expenses:FY2024 Per Capita Grant	$950.00
Total for Illinois Heartland Library System					**$22,048.07**
Illinois Library Association					
Illinois Library Association	07/24/2024	Bill	Invoice # 288521 2024-2025 institutional membership	Other Expenditures:Grant Expenses:FY2023 Per Capita Grant	$225.00
Total for Illinois Library Association					**$225.00**
Illinois State Police					
Illinois State Police	07/24/2024	Bill	background check - volunteer J. Martinez	Other Expenditures:Miscellaneous	$10.00
Total for Illinois State Police					**$10.00**
IMRF					
IMRF	07/05/2024	Check		Personnel:Benefits:IMRF	$6,222.21
IMRF	07/31/2024	Check		Personnel:Benefits:IMRF	$5,465.70
Total for IMRF					**$11,687.91**
InfoUSA Marketing, Inc.					
InfoUSA Marketing, Inc.	07/24/2024	Bill	City Directory - Collinsville 2024	Materials:Adult Print Materials	$270.00
Total for InfoUSA Marketing, Inc.					**$270.00**
INGRAM LIBRARY SERVICES					
INGRAM LIBRARY SERVICES	07/05/2024	Bill	Invoice # 82411482, -483, -484, -485, - 486, 82504276, 82533390, -391	Materials:Adult Print Materials	$907.63
INGRAM LIBRARY SERVICES	07/05/2024	Bill	Invoice # 82504277, 82533392, -393, - 394	Materials:Juvenile Print Items	$156.09
INGRAM LIBRARY SERVICES	07/24/2024	Bill	Invoice # 82610623, -624, -622, 82625631, 82663541	Materials:Adult Print Materials	$124.87
INGRAM LIBRARY SERVICES	07/24/2024	Bill	Invoice # 82706604, 82663542, 82757583, -584	Materials:Juvenile Print Items	$84.04
Total for INGRAM LIBRARY SERVICES					**$1,272.63**
Johnson Controls Fire Protection LP					
Johnson Controls Fire Protection LP	07/05/2024	Bill	Invoice # 24195110 August 2024 - July 2025 fire systems service agreement	Maintenance Services:Building	$4,124.00
Total for Johnson Controls Fire Protection LP					**$4,124.00**
Kalmbach Media					
Kalmbach Media	07/24/2024	Bill	Discover magazine - 2 year subscription	Materials:Adult Print Materials	$61.95
Total for Kalmbach Media					**$61.95**
Kane Consulting Group					
Kane Consulting Group	07/05/2024	Bill	Invoice # 5921 - monthly Datto backup	Professional Services:Information	$325.00

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
Kane Consulting Group	07/24/2024	Bill	Invoice # 5954 - monthly Datto backup	Professional Services:Information Technology	$339.00
Total for Kane Consulting Group					**$664.00**
KANOPY, INC.					
KANOPY, INC.	07/05/2024	Bill	Invoice # 406480 - PPU for June 2024 play credits	Materials:Virtual Items	$234.00
Total for KANOPY, INC.					**$234.00**
Lazerware					
Lazerware	07/05/2024	Bill	Invoice # 5613 - June 2024 CM	Professional Services:Information Technology	$2,809.47
Lazerware	07/05/2024	Bill	Invoice # 5622- June 2024 FC	Professional Services:Information Technology	$942.07
Lazerware	07/05/2024	Bill	Credit Memo # 9008940	Professional Services:Information Technology	-$384.00
Total for Lazerware					**$3,367.54**
LIBRARY IDEAS LLC					
LIBRARY IDEAS LLC	07/24/2024	Bill	Invoice # 114794 Freegal 1-year subscription	Materials:Virtual Items	$5,400.00
Total for LIBRARY IDEAS LLC					**$5,400.00**
McClatchy					
McClatchy	07/25/2024	Check		Professional Services:Publishing	$165.30
Total for McClatchy					**$165.30**
Metro East Sanitary District					
Metro East Sanitary District	07/05/2024	Bill	FC water May 2024	Utilities:Water/Sewer	$16.57
Metro East Sanitary District	07/24/2024	Bill	FC water June 2024	Utilities:Water/Sewer	$24.90
Total for Metro East Sanitary District					**$41.47**
Midwest Tape					
Midwest Tape	07/05/2024	Bill	Invoice # 505624258 May 2024 adult audiobooks	Materials:Adult Audio Visual Items	$78.99
Total for Midwest Tape					**$78.99**
O'Fallon Public Library					
O'Fallon Public Library	07/24/2024	Bill	Item # 0001602759068 A Heavy Dose of Allison Tandy	Other Expenditures:Payments to Other Libraries	$18.99
Total for O'Fallon Public Library					**$18.99**
OverDrive					
OverDrive	07/05/2024	Bill	Invoice # 02064SV24197031 June 2024 streaming videos	Materials:Virtual Items	$8.97
OverDrive	07/24/2024	Bill	Invoice # 02064CO24198313 July 2024 ebooks	Other Expenditures:Grant Expenses:FY2024 Per Capita Grant	$442.98

Cash Basis

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
Total for OverDrive					**$451.95**
Peerless Network, Inc.					
Peerless Network, Inc.	07/24/2024	Bill	FC monthly fax fees	Utilities:Telephone/Fax	$76.93
Peerless Network, Inc.	07/24/2024	Bill	CM monthly fax fees	Utilities:Telephone/Fax	$148.62
Peerless Network, Inc.	07/24/2024	Bill	monthly fax - rounding adjustment	Utilities:Telephone/Fax	-$0.01
Total for Peerless Network, Inc.					**$225.54**
RAILS					
RAILS	07/24/2024	Bill	Invoice # 12769 Illinois Libraries Presents membership - July 2024 to June 2025	Other Expenditures:Grant Expenses:FY2023 Per Capita Grant	$365.00
Total for RAILS					**$365.00**
Rural King					
Rural King	07/18/2024	Check		Maintenance Services:Building	$24.99
Rural King	07/30/2024	Check		Other Expenditures:Vehicles	$83.97
Total for Rural King					**$108.96**
Security Alarm					
Security Alarm	07/24/2024	Bill	Invoice # 208097 replacement panel for older co-axial converted cameras	Maintenance Services:Building	$848.12
Security Alarm	07/24/2024	Bill	Invoice # 208166 service call 7/18/24 camera not working	Maintenance Services:Building	$190.00
Total for Security Alarm					**$1,038.12**
Smithsonian					
Smithsonian	07/05/2024	Bill	Magazine - 1 year	Materials:Adult Print Materials	$44.99
Total for Smithsonian					**$44.99**
Southern Living					
Southern Living	07/24/2024	Bill	Magazine - 2 year	Materials:Adult Print Materials	$17.00
Total for Southern Living					**$17.00**
Tech Logic					
Tech Logic	07/05/2024	Bill	selfCIRC self-checkout station software renewal (eligible under Technology standard #12)	Other Expenditures:Grant Expenses:FY2023 Per Capita Grant	$416.00
Total for Tech Logic					**$416.00**
Tettaton Heating and Air Conditioning					
Tettaton Heating and Air Conditioning	07/05/2024	Bill	replacement of 2 RTUs at FC	Maintenance Services:Building	$14,827.28
Tettaton Heating and Air Conditioning	07/05/2024	Bill	12 designated donations	Other Expenditures:Donation Expenditures - Des.	$1,062.72
Total for Tettaton Heating and Air Conditioning					**$15,890.00**
United States Postal Service					

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
United States Postal Service	07/01/2024	Check		Supplies:Postage	$53.76
United States Postal Service	07/15/2024	Check		Supplies:Postage	$22.71
United States Postal Service	07/08/2024	Check		Supplies:Postage	$47.23
United States Postal Service	07/30/2024	Check		Supplies:Postage	$429.44
Total for United States Postal Service					**$553.14**
Village Locksmith					
Village Locksmith	07/26/2024	Check		Supplies:Office	$17.50
Total for Village Locksmith					**$17.50**
Village of Fairmont City					
Village of Fairmont City	07/24/2024	Bill	FC sewer 7/1/2024 - 9/26/2024	Utilities:Water/Sewer	$30.00
Total for Village of Fairmont City					**$30.00**
	07/05/2024	Journal Entry	Invoice	Professional Services:Payroll Service	$108.26
	07/05/2024	Journal Entry	Regular	Personnel:Salaries:Part time	$4,787.26
	07/05/2024	Journal Entry	Paid Leave	Personnel:Salaries:Part time	$130.00
	07/05/2024	Journal Entry	Vacation	Personnel:Salaries:Full Time	$156.00
	07/05/2024	Journal Entry	Sick	Personnel:Salaries:Full Time	$140.75
	07/05/2024	Journal Entry	Salary	Personnel:Salaries:Full Time	$4,807.50
	07/05/2024	Journal Entry	Regular	Personnel:Salaries:Full Time	$10,010.83
	07/05/2024	Journal Entry	Paid Leave	Personnel:Salaries:Full Time	$602.00
	07/05/2024	Journal Entry	Overtime	Personnel:Salaries:Full Time	$15.38
	07/05/2024	Journal Entry	Holiday	Personnel:Salaries:Full Time	$1,864.31
	07/05/2024	Journal Entry	ER SUTA Illinois	Personnel:Benefits:IL Unemployment Company	$120.81
	07/05/2024	Journal Entry	Dental	Personnel:Benefits:Health/Dental Insurance	-$14.89
	07/05/2024	Journal Entry	ER OASDI	Personnel:Benefits:FICA Company	$1,388.67
	07/05/2024	Journal Entry	ER Medicare	Personnel:Benefits:FICA Company	$324.75
	07/19/2024	Journal Entry	ER Medicare	Personnel:Benefits:FICA Company	$366.92
	07/19/2024	Journal Entry	ER OASDI	Personnel:Benefits:FICA Company	$1,568.88
	07/19/2024	Journal Entry	Dental	Personnel:Benefits:Health/Dental Insurance	-$14.89
	07/19/2024	Journal Entry	ER SUTA Illinois	Personnel:Benefits:IL Unemployment Company	$162.57
	07/19/2024	Journal Entry	Holiday	Personnel:Salaries:Full Time	$2,013.66
	07/19/2024	Journal Entry	Paid Leave	Personnel:Salaries:Full Time	$609.77
	07/19/2024	Journal Entry	Regular	Personnel:Salaries:Full Time	$11,461.59
	07/19/2024	Journal Entry	Salary	Personnel:Salaries:Full Time	$3,862.14
	07/19/2024	Journal Entry	Sick	Personnel:Salaries:Full Time	$591.68
	07/19/2024	Journal Entry	Vacation	Personnel:Salaries:Full Time	$1,235.69
	07/19/2024	Journal Entry	Regular	Personnel:Salaries:Part time	$5,236.72

Cash Basis

NAME	DATE	TRANSACTION TYPE	MEMO/DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
	07/19/2024	Journal Entry	Sick	Personnel:Salaries:Part time	$409.37
	07/19/2024	Journal Entry	Invoice	Professional Services:Payroll Service	$599.56
	07/11/2024	Check		Other Expenditures:Miscellaneous	$15.00
Total for --					**$52,560.29**

Cash Basis

Mississippi Valley Library District

Profit and Loss
July 2024

	TOTAL
Income	
Charges for Services	
Fax	257.85
Printing/Copying	869.47
Total Charges for Services	**1,127.32**
Fines & Forfeitures	
Fines	59.06
Lost or Damaged Books/Inhouse	284.81
Total Fines & Forfeitures	**343.87**
Intergovernment Revenue	
E-Rate	4,936.26
Grants	
FY2024 Per Capita Grant	49,125.29
Total Grants	**49,125.29**
Replacement Tax	11,637.25
Total Intergovernment Revenue	**65,698.80**
Other Revenues	
COBRA Reimbursements	1,393.20
Donations - Des & Undes	436.41
Interest Income	5,703.59
Miscellaneous	0.74
Reimbursements Other libraries	112.95
Rental Income	
Blum House Rental	412.50
Collinsville Rooms	300.00
Total Rental Income	**712.50**
Sale of Items	339.73
Sale of Vehicle	3,009.33
Total Other Revenues	**11,708.45**
Taxes	
Audit	2,328.32
Building Maintenance	36,089.28
FICA/Medicare	17,268.43
IMRF	17,462.49
Liability Insurance	24,641.46
Property Tax	262,908.26
Total Taxes	**360,698.24**
Total Income	**$439,576.68**
GROSS PROFIT	**$439,576.68**

	TOTAL
Expenses	
Maintenance Services	
Building	22,939.83
Equipment	1,514.48
Grounds	1,130.00
Total Maintenance Services	**25,584.31**
Materials	
Adult Audio Visual Items	776.97
Adult Print Materials	1,789.83
Juvenile Audio Visual Items	132.52
Juvenile Print Items	240.13
Online Databases	2,538.00
Virtual Items	5,642.97
Total Materials	**11,120.42**
Other Expenditures	
Donation Expenditures - Des.	1,062.72
Grant Expenses	
FY2023 Per Capita Grant	1,006.00
FY2024 Per Capita Grant	22,441.05
Total Grant Expenses	**23,447.05**
Miscellaneous	319.99
Payments to Other Libraries	84.97
Programming	290.53
Vehicles	344.97
Total Other Expenditures	**25,550.23**
Personnel	
Benefits	
FICA Company	3,649.22
Health/Dental Insurance	15,738.24
IL Unemployment Company	283.38
IMRF	11,687.91
Total Benefits	**31,358.75**
Salaries	
Full Time	37,371.30
Part time	10,563.35
Total Salaries	**47,934.65**
Total Personnel	**79,293.40**
Professional Development	
Dues	109.67
Total Professional Development	**109.67**
Professional Services	
Information Technology	4,031.54
Internet Services	772.00
Other Professional Services	27.99
Payroll Service	707.82
Publishing	165.30
Total Professional Services	**5,704.65**

	TOTAL
Supplies	
Equipment	40.96
Office	403.14
Postage	672.10
Total Supplies	**1,116.20**
Utilities	
Electricity	4,983.61
Natural Gas	170.24
Telephone/Fax	305.53
Water/Sewer	1,178.71
Total Utilities	**6,638.09**
Total Expenses	**$155,116.97**
NET OPERATING INCOME	**$284,459.71**
NET INCOME	**$284,459.71**

Mississippi Valley Library District

Balance Sheet
As of July 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Checking	86,630.42
General PI	2,905.87
IL Funds - Audit	11,933.50
IL Funds - Building	36,317.95
IL Funds - FICA	60,833.41
IL Funds - General	830,421.47
IL Funds - Gift	7,826.06
IL Funds - IMRF	71,400.11
IL Funds - Insurance	145,231.68
IL Funds - Reserve	38,811.67
IL Funds - Working Cash	226,131.59
Total Bank Accounts	**$1,518,443.73**
Other Current Assets	
Petty Cash	100.00
Prepaid Insurance	17,255.45
Total Other Current Assets	**$17,355.45**
Total Current Assets	**$1,535,799.18**
Other Assets	
Miscellaneous Accounts Rec.	0.00
Taxes Receivable	864,041.62
Total Other Assets	**$864,041.62**
TOTAL ASSETS	**$2,399,840.80**

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	6,676.31
Total Accounts Payable	**$6,676.31**
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
Il Withhold	-807.73
IMRF - Payable	181,357.46
Liberty National	8,063.66
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
Total Payroll Liabilities	**195,055.71**
Total Other Current Liabilities	**$1,235,360.91**
Total Current Liabilities	**$1,242,037.22**
Total Liabilities	**$1,242,037.22**
Equity	
Opening Bal Equity	14,039.26
Retained Earnings	859,304.61
Net Income	284,459.71
Total Equity	**$1,157,803.58**
TOTAL LIABILITIES AND EQUITY	**$2,399,840.80**

Mississippi Valley Library District

IL Funds - Gift Ending Balance: $7,846.06

Date	Ref No. / Type	Payee / Account	Memo	Class / Location	Payment	Deposit	Stat / Auto	Balance
07/31/2024	INTEREST Deposit	Other Revenues:Interest Income	Interest Earned			$36.36	R	$7,826.06
07/22/2024	Transfer	Checking	E. Janel Dyer - for book			$40.00	R	$7,789.70
07/15/2024	Transfer	Checking	FoL donation for capital needs			$105.12	R	$7,749.70
07/05/2024	Transfer	Checking	over-transfer for Marion Nichols event			$18.17	R	$7,644.58
07/05/2024	Transfer	Checking	7/5/2024 bills - FC HVAC donations (12 total)		$1,062.72		R	$7,626.41
07/03/2024	Transfer	IL Funds - General	FY2024 Gift Fund interest		$245.61		R	$8,689.13
07/02/2024	Transfer	Checking	6/29/24 donation F. Gatewood			$5.00	R	$8,934.74
07/01/2024	Transfer	Checking	6/21/24 T. Zeisler online donation			$10.00	R	$8,929.74

Mississippi Valley Library District

Budget vs. Actuals: FY2025 Budget - FY25 P&L

July 2024

| | TOTAL | | |
	ACTUAL	BUDGET	% OF BUDGET
Income			
Charges for Services			
Fax	257.85	3,450.00	7.47 %
Non-resident Fees		82.00	
Printing/Copying	869.47	10,500.00	8.28 %
Total Charges for Services	**1,127.32**	**14,032.00**	**8.03 %**
Fines & Forfeitures			
Fines	59.06	500.00	11.81 %
Lost or Damaged Books/Inhouse	284.81	2,300.00	12.38 %
Total Fines & Forfeitures	**343.87**	**2,800.00**	**12.28 %**
Intergovernment Revenue			
E-Rate	4,936.26	15,000.00	32.91 %
Grants			
FY2024 Per Capita Grant	49,125.29	49,125.29	100.00 %
FY2024 PNG Grant		2,598.85	
FY2025 PNG Grant		11,709.00	
Other Grants		5,000.00	
Total Grants	**49,125.29**	**68,433.14**	**71.79 %**
Replacement Tax	11,637.25	45,000.00	25.86 %
TIF Funds		0.00	
Total Intergovernment Revenue	**65,698.80**	**128,433.14**	**51.15 %**
Other Revenues			
COBRA Reimbursements	1,393.20	6,750.00	20.64 %
Donations - Des & Undes	436.41	20,000.00	2.18 %
Interest Income	5,703.59	82,000.00	6.96 %
Miscellaneous	0.74	1,600.00	0.05 %
Property License Agreements		15,001.00	
Reimbursements Other libraries	112.95	1,200.00	9.41 %
Rental Income			
Blum House Rental	412.50	16,000.00	2.58 %
Collinsville Rooms	300.00	2,300.00	13.04 %
FC Pavilion		100.00	
FC Rooms		100.00	
Total Rental Income	**712.50**	**18,500.00**	**3.85 %**
Sale of Items	339.73	5,000.00	6.79 %
Sale of Short Street Lot		12,000.00	
Sale of Vehicle	3,009.33	4,300.00	69.98 %
Total Other Revenues	**11,708.45**	**166,351.00**	**7.04 %**
Taxes			
Audit	2,328.32	7,665.56	30.37 %
Building Maintenance	36,089.28	117,931.73	30.60 %
FICA/Medicare	17,268.43	56,607.23	30.51 %
IMRF	17,462.49	57,196.89	30.53 %

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Liability Insurance	24,641.46	80,783.23	30.50 %
Property Tax	262,908.26	862,080.92	30.50 %
Total Taxes	**360,698.24**	**1,182,265.56**	**30.51 %**
Total Income	**$439,576.68**	**$1,493,881.70**	**29.43 %**
GROSS PROFIT	**$439,576.68**	**$1,493,881.70**	**29.43 %**
Expenses			
Maintenance Services			
Building	22,939.83	130,000.00	17.65 %
Equipment	1,514.48	10,000.00	15.14 %
Grounds	1,130.00	13,000.00	8.69 %
Total Maintenance Services	**25,584.31**	**153,000.00**	**16.72 %**
Materials			
Adult Audio Visual Items	776.97	11,000.00	7.06 %
Adult Print Materials	1,789.83	27,000.00	6.63 %
Juvenile Audio Visual Items	132.52	2,000.00	6.63 %
Juvenile Print Items	240.13	4,500.00	5.34 %
Online Databases	2,538.00	10,000.00	25.38 %
Other Materials		1,250.00	
Virtual Items	5,642.97	8,500.00	66.39 %
Total Materials	**11,120.42**	**64,250.00**	**17.31 %**
Other Expenditures			
Donation Expenditures - Des.	1,062.72	15,000.00	7.08 %
Grant Expenses			
FY2023 Per Capita Grant	1,006.00		
FY2024 Per Capita Grant	22,441.05	49,125.29	45.68 %
FY2025 PNG Grant		11,709.00	
Other Grants		5,000.00	
Total Grant Expenses	**23,447.05**	**65,834.29**	**35.62 %**
Liability & Building Insurance		26,000.00	
Miscellaneous	319.99	5,500.00	5.82 %
Payments to Other Libraries	84.97	1,350.00	6.29 %
Programming	290.53	6,000.00	4.84 %
Vehicles	344.97	3,000.00	11.50 %
Total Other Expenditures	**25,550.23**	**122,684.29**	**20.83 %**
Personnel			
Benefits			
FICA Company	3,649.22	59,000.00	6.19 %
Health/Dental Insurance	15,738.24	92,000.00	17.11 %
IL Unemployment Company	283.38	12,000.00	2.36 %
IMRF	11,687.91	80,000.00	14.61 %
Total Benefits	**31,358.75**	**243,000.00**	**12.90 %**
Salaries			
Full Time	37,371.30	550,000.00	6.79 %
Part time	10,563.35	195,000.00	5.42 %
Total Salaries	**47,934.65**	**745,000.00**	**6.43 %**
Total Personnel	**79,293.40**	**988,000.00**	**8.03 %**
Professional Development			
Dues	109.67	500.00	21.93 %

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Training/Tuition		1,000.00	
Travel Expenses		1,500.00	
Total Professional Development	**109.67**	**3,000.00**	**3.66 %**
Professional Services			
Audit		8,500.00	
Information Technology	4,031.54	55,000.00	7.33 %
Internet Services	772.00	10,000.00	7.72 %
Legal Service		3,000.00	
Other Professional Services	27.99	7,000.00	0.40 %
Payroll Service	707.82	4,000.00	17.70 %
Publishing	165.30	2,200.00	7.51 %
Total Professional Services	**5,704.65**	**89,700.00**	**6.36 %**
Supplies			
Equipment	40.96	10,000.00	0.41 %
Office	403.14	12,000.00	3.36 %
Postage	672.10	3,900.00	17.23 %
Total Supplies	**1,116.20**	**25,900.00**	**4.31 %**
Utilities			
Electricity	4,983.61	52,000.00	9.58 %
Natural Gas	170.24	7,500.00	2.27 %
Telephone/Fax	305.53	4,000.00	7.64 %
Water/Sewer	1,178.71	2,700.00	43.66 %
Total Utilities	**6,638.09**	**66,200.00**	**10.03 %**
Total Expenses	**$155,116.97**	**$1,512,734.29**	**10.25 %**
NET OPERATING INCOME	**$284,459.71**	**$ -18,852.59**	**-1,508.86 %**
NET INCOME	**$284,459.71**	**$ -18,852.59**	**-1,508.86 %**

Mississippi Valley Library District

Profit and Loss Comparison

July 2024

	TOTAL	
	JUL 2024	JUL 2023 (PY YTD)
Income		
Charges for Services		
Fax	257.85	197.00
Printing/Copying	869.47	742.43
Total Charges for Services	**1,127.32**	**939.43**
Fines & Forfeitures		
Fines	59.06	30.20
Lost or Damaged Books/Inhouse	284.81	256.48
Total Fines & Forfeitures	**343.87**	**286.68**
Intergovernment Revenue		
E-Rate	4,936.26	
Grants		
FY2023 Per Capita Grant		48,794.48
FY2024 Per Capita Grant	49,125.29	
Total Grants	**49,125.29**	**48,794.48**
Replacement Tax	11,637.25	28.91
Total Intergovernment Revenue	**65,698.80**	**48,823.39**
Other Revenues		
COBRA Reimbursements	1,393.20	1,393.20
Donations - Des & Undes	436.41	149.86
Interest Income	5,703.59	816.69
Miscellaneous	0.74	0.60
Reimbursements Other libraries	112.95	25.00
Rental Income		
Blum House Rental	412.50	890.00
Collinsville Rooms	300.00	100.00
Total Rental Income	**712.50**	**990.00**
Sale of Items	339.73	287.36
Sale of Vehicle	3,009.33	
Total Other Revenues	**11,708.45**	**3,662.71**
Taxes		
Audit	2,328.32	2,193.73
Building Maintenance	36,089.28	29,771.20
FICA/Medicare	17,268.43	14,102.15
IMRF	17,462.49	10,341.51
Liability Insurance	24,641.46	15,355.48
Property Tax	262,908.26	222,656.26
Total Taxes	**360,698.24**	**294,420.33**
Total Income	**$439,576.68**	**$348,132.54**
GROSS PROFIT	**$439,576.68**	**$348,132.54**

	TOTAL	
	JUL 2024	JUL 2023 (PY YTD)
Expenses		
Maintenance Services		
Building	22,939.83	15,410.04
Equipment	1,514.48	496.20
Grounds	1,130.00	750.00
Total Maintenance Services	**25,584.31**	**16,656.24**
Materials		
Adult Audio Visual Items	776.97	
Adult Print Materials	1,789.83	845.83
Juvenile Audio Visual Items	132.52	
Juvenile Print Items	240.13	56.24
Online Databases	2,538.00	2,884.00
Virtual Items	5,642.97	323.61
Total Materials	**11,120.42**	**4,109.68**
Other Expenditures		
Donation Expenditures - Des.	1,062.72	35.88
Grant Expenses		
FY2023 Per Capita Grant	1,006.00	2,572.71
FY2024 Per Capita Grant	22,441.05	
Total Grant Expenses	**23,447.05**	**2,572.71**
Miscellaneous	319.99	10.00
Payments to Other Libraries	84.97	199.31
Programming	290.53	120.67
Vehicles	344.97	115.00
Total Other Expenditures	**25,550.23**	**3,053.57**
Personnel		
Benefits		
FICA Company	3,649.22	3,608.06
Health/Dental Insurance	15,738.24	168.24
IL Unemployment Company	283.38	342.92
IMRF	11,687.91	12,007.89
Total Benefits	**31,358.75**	**16,127.11**
Salaries		
Full Time	37,371.30	32,753.31
Part time	10,563.35	14,589.09
Total Salaries	**47,934.65**	**47,342.40**
Total Personnel	**79,293.40**	**63,469.51**
Professional Development		
Dues	109.67	15.00
Total Professional Development	**109.67**	**15.00**
Professional Services		
Information Technology	4,031.54	4,149.38
Internet Services	772.00	1,415.30
Other Professional Services	27.99	189.88
Payroll Service	707.82	281.54

	TOTAL	
	JUL 2024	JUL 2023 (PY YTD)
Publishing	165.30	
Total Professional Services	**5,704.65**	**6,036.10**
Supplies		
Equipment	40.96	152.98
Office	403.14	210.98
Postage	672.10	380.08
Total Supplies	**1,116.20**	**744.04**
Utilities		
Electricity	4,983.61	4,510.92
Natural Gas	170.24	180.20
Telephone/Fax	305.53	231.32
Water/Sewer	1,178.71	387.62
Total Utilities	**6,638.09**	**5,310.06**
Total Expenses	**$155,116.97**	**$99,394.20**
NET OPERATING INCOME	**$284,459.71**	**$248,738.34**
NET INCOME	**$284,459.71**	**$248,738.34**

IPLAR

IDENTIFICATION (1.1 - 1.31)

This section is information about the administrative entity. "Administrative Entity" is defined as the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet or it may have more than one outlet (an outlet is a location, whether a central library, branch or bookmobile). The majority of the information in this section is pre-filled. If information needs to be updated, enter the corrected information in the box provided on the next line of the survey.

1.1 ISL Control # [PLS 151, PLS 701]	30205
1.2 ISL Branch # [PLS 151, PLS 701]	00
1.3a FSCS ID [PLS 150, PLS 701]	IL0114
1.3b FSCS_SEQ [PLS 700]	002
1.4a Legal Name of Library [PLS 152]	Mississippi Valley Library District
1.4b If the library's name has changed, then enter the updated answer here.	
1.4c Was this an official name change?	
1.5a Facility Street Address [PLS 153]	408 West Main Street
1.5b If the facility's street address has changed, then enter the updated answer here.	
1.5c Was this a physical location change?	
1.6a Facility City [PLS 154]	Collinsville
1.6b If the facility's city has changed, then enter the updated answer here.	
1.7a Facility Zip [PLS 155]	62234
1.7b If the facility's zip code has changed, then enter the updated answer here.	
1.8a Mailing Address [PLS 157]	408 West Main Street
1.8b If the facility's mailing address has changed, then enter the updated answer here.	
1.9a Mailing City [PLS 158]	Collinsville
1.9b If the facility's mailing city has changed, then enter the updated answer here.	
1.10a Mailing Zip [PLS 159]	62234
1.10b If the facility's mailing zip code has changed, then enter the updated answer here.	
1.11a Library Telephone Number [PLS 162]	6183441112
1.11b If the telephone number has changed, then enter the updated answer here.	
1.12a Library FAX Number	6183456401
1.12b If the fax number has changed, then enter the updated answer here.	
1.13 Website	http://mvld.org

Library Director's Information

Please enter the full name, title and e-mail address of the library director.

1.14 Name	Kyla Waltermire
1.15 Title	Executive Director
1.16 Library Director's E-mail	kylaw@mvld.org

Library Information

Please provide the requested information about the library type.

1.17a Type of library	District
1.17b If the library type has changed, then enter the updated answer here.	
1.18 Is the main library a combined public and school library?	No
1.19 Does your library contract with another library to RECEIVE ALL your library services?	No

Contract for Services

Please provide the full legal name(s) of the library(ies) with which your library contracts for service. If you need more than one line, a new one will appear once text has been entered in the first box.

Number of contracting libraries:	

Administrative Information

Libraries are required by statute [75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)] to provide a statement as to any extensions of library service or any changes to the limits or boundaries of library service areas. Most of the information in this section will be pre-filled. If the information is incorrect, please enter the updated information in the box provided on the next line of the survey. If your library has had a population change, you must submit official verification to the Illinois State Library.

1.21a County in which the administrative entity is located [PLSC 161]	Madison	
1.21b If the administrative entity's county has changed, then enter the updated answer here.		
1.22a Did the administrative entity's legal service area boundaries change during the past year? [PLS 205]	No	
1.22b IF YES, indicate the reason for the boundary change		
1.23a Population residing in tax base (Use the latest official federal census figure) [PLS 208]	33,081	
1.23b If the population residing in the tax base has had a LEGAL change, then enter the updated answer here.		
1.23c Documentation of legal population change		
1.24 If the population has changed from the prior year's answer, then indicate the reason.		
1.25a This library is currently a member of what Illinois library system?	IHLS	
1.25b If the library's system has changed, then enter the updated answer here.		

Federal Public Library Criteria

According to the Institute of Museum and Library Services' Public Library Survey, a public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following:
1. An organized collection of printed or other library materials, or a combination thereof;
2. Paid staff;
3. An established schedule in which services of the staff are available to the public;
4. The facilities necessary to support such a collection, staff, and schedule; and
5. Is supported in whole or in part with public funds.

1.26 Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.27 Does this library have paid staff?	Yes
1.28 Does this library have an established schedule in which services of the staff are available to the public?	Yes
1.29 Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.30 Is this library supported in whole or in part with public funds?	Yes
1.31 Does this public library meet ALL the criteria of the FSCS public library definition? [PLS 203]	Yes

SERVICE OUTLETS (2.1 - 2.16)

This section gathers information about the service outlets (centrals, branches, bookmobiles) of your library. Locations can only be added to this survey by State Library staff. If you have a branch or bookmobile and do not see its name listed in question 2.3a, please contact Pat Burg (217-785-1168, pburg@ilsos.gov) so that it can be added.

Service Outlet Name

Location	2.3a Branch or Bookmobile Legal Name [PLS 702]	2.3b If the outlet's legal name has changed, then enter the 2.3c Was this an official name change?	
FAIRMONT CITY LIBRARY CENTER	FAIRMONT CITY LIBRARY CENTER	updated answer here.	name change?
MISSISSIPPI VALLEY L.D.	Collinsville Memorial Library Center		

ISL Control Number

2.1a Total number of bookmobiles [PLS 211 & PLS 712]	0	
2.1b Total number of branch libraries [PLS 210]	1	
2.2a Are any of the branch libraries a combined public and school library?	No	
2.2b If YES, provide the name of the branch or branches in the box provided.		

Location	2.4 ISL Control # [PLS 701]	2.5 ISL Branch # [PLS 701]
FAIRMONT CITY LIBRARY CENTER	30205	3020501

Street Address

Location	2.6a Street Address [PLS 703]	2.6b If the outlet's street address has changed, then enter the updated answer here.	2.6c Was this a physical location change?
FAIRMONT CITY LIBRARY CENTER	4444 Collinsville Road		
MISSISSIPPI VALLEY L.D.	408 WEST MAIN STREET		

Address

Location	2.7a City [PLS 704]	2.7b If the outlet's city has changed, then enter the updated answer here.	2.8a Zip Code [PLS 705]	2.8b If the outlet's zip code has changed, then enter the updated answer here.
FAIRMONT CITY LIBRARY CENTER	FAIRMONT CITY		62201	
MISSISSIPPI VALLEY L.D.	COLLINSVILLE		62234	

County & Phone

Location	2.9a County [PLS 707]	2.9b If the outlet's county has changed, then enter the updated answer here.	2.10a Telephone [PLS 708]	2.10b If the outlet's phone number has changed, then enter the updated answer here.
FAIRMONT CITY LIBRARY CENTER	St. Clair		6184823966	
MISSISSIPPI VALLEY L.D.	Madison		618344112	

Square Feet

Location	2.11a Square Footage of Outlet [PLS 711]	2.11b If the facility's square footage has changed, then enter the updated answer here.	2.11c Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.
FAIRMONT CITY LIBRARY CENTER	7,500	8,815	Physical building is same size, but square footage was updated based on insurance company's most recent appraisal
MISSISSIPPI VALLEY L.D.	25,000		

IDs

Hours and Attendance

Location	2.12 Total public service hours PER YEAR for this service outlet [PLS 713]	2.13 Total number of weeks, during the fiscal year, this service outlet was open for service to the public [PLS 714]	2.14 Total annual attendance/visits in the outlet
FAIRMONT CITY LIBRARY CENTER	2,372	52	27,958
MISSISSIPPI VALLEY L.D.	3,134	52	97,155

ANNUAL REPORT DATA (3.1 - 3.7)

Please enter the time period covered by this annual report and the name and contact information for the person preparing the report. The report period should cover the time from the end of the previous IPLAR through the end of your most current fiscal year. If your library switched to a new fiscal year during the latest period, this may mean that your report needs to cover more or less than a twelve (12) month period.

3.1	Fiscal Year Start Date (mm/dd/year) [PLS 206]	07/01/2023
3.2	Fiscal Year End Date (mm/dd/year) [PLS 207]	06/30/2024
3.3	Number of months in this fiscal year	12
3.4	Name of person preparing this annual report	Kyla Waltermire
3.5	Telephone Number of Person Preparing Report	618-344-1112
3.6	FAX Number	618-345-6401
3.7	E-Mail Address	kylaw@mvld.org

REFERENDA (4.1 - 4.7)

Please enter information regarding any referenda the library was involved in during the fiscal year report period. A referendum requires a question be submitted to the voters at an election held under the general election law. Examples are: bond issue, district establishment, tax increase.

4.1a	Was your library involved in a referendum during the fiscal year reporting period?	No

Referendum 1

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum documentation	4.7 Referendum ballot language

Referendum 2

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum documentation	4.7 Referendum ballot language

Referendum 3

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum documentation	4.7 Referendum ballot language

Referendum 4

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum documentation	4.7 Referendum ballot language

Referendum 5

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum documentation	4.7 Referendum ballot language

CURRENT LIBRARY BOARD (5.1 - 5.13)

Please report the number of board seats and the number of vacancies. Be sure to provide current board member information; including name, position, telephone number, e-mail address, home address, and term expiration date. If there are vacancies, please explain.

All personal identifying information is FOIA exempt and will NOT be released to the public. The only information that the Illinois State Library will release upon request is the board member name, trustee position and term expiration date.

Report the most current information available.

5.1 Total number of board seats		7
5.2 Total number of vacant board seats		0
5.2b Please explain		-1 Not Applicable
5.3 This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.		Yes
5.4 IF NO, please explain		

First Member

5.5 Name	Catherine (Cathy) Kulupka
5.6 Trustee Position	Treasurer
5.7 Present Term Ends (mm/year)	05/2029
5.8 Telephone Number	618-660-6553
5.9 E-mail Address	ccrater@gmail.com
5.10 Home Address	505 Greenwood PL
5.11 City	Collinsville
5.12 State	IL

| 5.12 State | IL |
| 5.13 Zip Code | 62234 |

Seventh member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

Eighth member

5.5 Name	Jeanne Lomax
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	05/202
5.8 Telephone Number	618-558-2164
5.9 E-mail Address	jeannelomax67@gmail.com
5.10 Home Address	3 Wheatfield Ct.
5.11 City	Collinsville
5.12 State	IL
5.13 Zip Code	62234

Ninth member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

FACILITY/FACILITIES (6.1-6.3b)

Please provide the requested information about the library's facilities.

6.1 Does the library address the environmental needs of patrons on the autism spectrum?	Yes
6.1b If so, please describe	Sensory-specific programming and quiet areas are offered.
6.2 Total Number of Meeting Rooms	5
6.2b Total number of times meeting room(s) used by the public during the fiscal year [1]	448
6.3 Total Number of Study Rooms	2
6.3b Total number of times study room(s) used by the public during the fiscal year	-1 Unknown

ASSETS AND LIABILITIES (7.1 - 7.13)

The below sections request information regarding property, fiscal accumulations and outstanding liabilities. These sections are required by statute [75 ILCS 5/4-10, 75 ILCS 16/30-65] to be included in the annual report. Please provide the requested information in each section.

Property

Libraries are required by statute [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)] to provide a statement as to property acquired through legacy, purchase, gift or otherwise. Please provide this information in the section below.

| 7.1 What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)? [1] | $9,217,000 |

| 7.2 | During the last fiscal year, did the library acquire any real and/or personal property? | No |

IF YES, how much of the property was acquired through the following options? (Enter dollar amount for each option 7.3-7.6 that applies)

7.3	Purchase	
7.4	Legacy	
7.5	Gift	
7.6	Other	
7.7	Provide a general description of the property acquired.	

Fiscal Accumulations

Libraries are required by statute [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)] to provide a statement as to the amount of any fiscal accumulations and the reasons for the accumulations. Please provide this information in the section below.

| 7.8 | Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)? | Yes |
| 7.9 | IF YES, then provide a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations. | The library has special tax fund accumulations of a combined $252,264.09. These funds include a roughly 6-month expenses "cushion" for unexpected expenses. The General Property Tax fund has accumulations of $655,511.60 for the same reason. The Gift fund holds $8,919.74 for donor-designated purposes. The Reserve fund holds $38,635.07 to continue saving up for major capital expenses. Finally, the Working Cash fund has $225,102.66 left in it to cover unexpected expenses. |

Liabilities

Libraries are required by statute [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)] to provide a statement as to any outstanding liabilities, including for bonds still outstanding. Please provide this information in the section below.

7.10	Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?	No
7.11	IF YES, what is the total amount of the outstanding liabilities?	
7.12	IF YES, then prepare a statement that identifies each outstanding liability and its specific dollar amount.	

OPERATING RECEIPTS BY SOURCE (8.1 - 8.21)

Libraries are required by statute [75 ILCS 5/4-10(1)(9), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement of operating receipts. "Operating receipts" are the monies received and utilized during the library's fiscal year to support the provision of ongoing, day-to-day library services. Only include funds received during the report period. If the library was awarded a grant, but only received part of the funds during the report period, report only the portion of the grant received, not the whole amount of the grant.

Exclude revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants.

NOTE: Round answers to the nearest whole dollar.

Local Government

This includes all local government funds designated by the community, district, or region and available for expenditure by the public library. For example, include receipts from: local property taxes (library taxes), impact fees (IL Highway Code), the Mobile Home Local Services Tax Act. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants. Do not include state, federal, and other funds passed through local government for library use. Report these funds with state government revenue or federal government revenue, as appropriate.

8.1 Local government [PLS 300] (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only)	$1,134,145
8.1a Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?	No
8.1b Local government funds for the ensuing or upcoming/current fiscal year (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales.)	$1,182,266

State Government

These are all funds distributed to public libraries by state government for expenditure by the public libraries, except for federal money distributed by the state. This includes funds from such sources as penal fines, license fees, and mineral rights.

Note: If operating revenue comes from consolidated taxes is the result of state legislation, the revenue should be reported under state revenue (even though the revenue may be from multiple sources).

If you are not sure if funds you received through the State of Illinois are federal of state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

Federal Government

This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

If you are unsure if the funds you received through the State of Illinois were federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.2	Per capita grant	$48,794
8.3	Equalization aid grant	$0
8.4	Personal property replacement tax	$55,329
8.5	Other State Government funds received	$0
8.6	If Other, please specify	-1 Not Applicable
8.7	Total State Government Funds (8.2 + 8.3 + 8.4 + 8.5) [PLS 301]	$104,123
8.8	LSTA funds received	$6,447
8.9	E-Rate funds received	$9,551
8.10	Other federal funds received	$0
8.11	If Other, please specify	-1 Not Applicable
8.12	Total Federal Government Funds (8.8 + 8.9 + 8.10) [PLS 302]	$15,998

Other Income

This is all operating revenue other than that reported under local, state, and federal funds. Include, for example, monetary gifts and donations received in the current year, interest, library fines, fees for library services, or grants. Do not include the value of any contributed or in-kind services or the value of any non-monetary gifts and donations.

8.13	Monetary Gifts and Donations	$12,031
8.14	Other receipts intended to be used for operating expenditures	$111,410
8.15	TOTAL all other receipts (8.13 + 8.14) [PLS 303]	$123,441
8.16	Other non-capital receipts placed in reserve funds	$0

Total Operating Receipts

8.17	TOTAL receipts (8.1 + 8.7 + 8.12 + 8.15) [PLS 304]	$1,377,707

Safeguarding of Library Funds

This section requests information to verify that libraries meet the statutory required minimum level of insurance for library funds [75 ILCS 5/4-9 and 75 ILCS 16/30-45(e)]. According to these statutes, "the library shall provide the Illinois State Library a copy of the library's certificate of insurance at the time the library's annual report is filed."

For municipalities of less than 500,000 population, 75 ILCS 5/4-9 requires that the bond be "...not less than 50% of the total funds received by the library in the last fiscal year...," or the insurance policy or other insurance instrument's coverage "...shall be in an amount at least equal to 50% of the average amount of the library's operating fund from the prior 3 fiscal years."

For public library districts, 75 ILCS 16/30-45(e) requires that the bond be "...based upon a minimum of 50% of the total funds received by the district in the last previous fiscal year...," or the insurance policy or other insurance instrument's coverage "... shall be in an amount at least equal to 50% of the average amount of the district's operating fund from the prior 3 fiscal years."

8.18a	The library safeguards its funds using which option?	Surety Bond
8.18b	Proof of Certificate of Insurance for Library Funds	Treasurers Bond 8.18.2023.pdf
8.19	What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	$600,000
8.20	Is the amount of the surety bond, insurance policy or other insurance instrument in compliance with library law?	Yes
8.21	The designated custodian of the library's funds is:	Library Treasurer

OPERATING EXPENDITURES BY CATEGORY (9.1 - 11.2)

Libraries are required by statute [75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement as to how operating revenues have been expended during the fiscal year report period. "Operating expenditures" are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

NOTE: Round answers to the nearest whole dollar.

STAFF EXPENDITURES (9.1 - 9.3)

This section gathers information on staff benefits and salaries. If the information is available, include benefits and salaries for staff that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library.

NOTE: Round answers to the nearest whole dollar.

9.1 Salaries and wages for all library staff [PLS 350]	$650,102
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLS 351]	$221,836
9.2b If this library answered question 9.2a as zero, please select an explanation from the drop-down box.	
9.3 Total Staff Expenditures (9.1 + 9.2) [PLS 352]	$871,938

COLLECTION EXPENDITURES (10.1 - 10.4)

Include expenditures for all materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

NOTE: Round answers to the nearest whole dollar.

10.1 Printed Materials (books, newspapers, etc.) [PLS 353]	$34,038
10.2 Electronic Materials (e-books, databases, etc.) [PLS 354]	$28,935
10.3a Other Materials (CDs, DVDs, video games, etc.) [PLS 355]	$15,642
10.3b Please list the types of materials purchased in 10.3a	DVDs/Blu-Rays, audiobooks, video games, kits, local attraction passes
10.4 TOTAL Collection Expenditures (10.1 + 10.2 + 10.3) [PLS 356]	$78,615

OTHER OPERATING EXPENDITURES (11.1 - 11.2)

This includes all expenditures other than those reported for Staff Expenditures and Collection Expenditures. Exclude purchases of major fixed assets, which should be reported in capital expenditures (12.7).

NOTE: Round answers to the nearest whole dollar.

11.1 All other operating expenditures not included above (supplies, utilities, legal fees, etc.) [PLS 357]	$387,804
11.2 TOTAL operating expenditures (9.3 + 10.4 + 11.1) [PLS 358]	$1,338,357

CAPITAL REVENUE AND EXPENDITURES (12.1 - 12.7)

This section gathers information on capital revenue and expenditures. Provide information for funds received and spent during the fiscal year report period only. If the library was awarded a grant, but only received part of the funds during the report period, report only the amount of the funds received, not the entire grant award.

Capital Revenue

Include funds received during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital

appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

Capital Expenditures

12.1a Local Government: Capital Income from Bond Sales	$0
12.1b Local Government: Other	$114,631
12.1c Total Local Government (12.1a + 12.1b) [PLS 400]	$114,631
12.2 State Government [PLS 401]	$0
12.3 Federal Government [PLS 402]	$0
12.4 Other Capital Revenue [PLS 403] [3]	$1,063
12.5 If Other, please specify	
12.6 Total Capital Revenue (12.1c + 12.2 + 12.3 + 12.4) [PLS 404]	$115,694

Include funds expended during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude expenditures for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.7 Total Capital Expenditures [PLSC 405] [4]	$50,591

PERSONNEL (13.1 - 13.46)

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees. Do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

Group A

This category includes all LIBRARIANS with MASTER'S DEGREES from an American Library Association (ALA) ACCREDITED program of Library and Information Studies. Another row will automatically appear once data is entered in the current row.

Summary	2		2		$55.78		80.00	
	13.1 Position Title		**13.2 Primary Work Area**		**13.3 Hourly Rate**		**13.4 Total Hours/Week**	
	Executive Director		Library Director		$36.78		40.00	
	Circulation Supervisor		Circulation		$19.00		40.00	

Group A Total

13.5 Total Group A: FTE ALA-MLS (13.4 / 40) [PLS 250] [5]	2.00

Group A hidden group hours

Group B

This category includes other librarians. Include employees with the TITLE of LIBRARIAN who either have other types of library education (non-American Library Association (ALA) accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional

training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects. Another row will automatically appear once data is entered in the current row.

Summary	13.6 Position Title	13.7 Primary Work Area	13.8 Education Level	13.9 Hourly Rate	13.10 Total Hours/Week
5	5	5	5	$102.01	200.00
	Assistant Director	Assistant Library Director	Bachelor's Degree: No library science	$24.76	40.00
	Cataloger	Cataloging	Less than a Bachelor's degree	$17.75	40.00
	Children's Librarian	Children's Services	Less than a Bachelor's degree	$20.00	40.00
	Local History Librarian	Other Type of Librarian	Less than a Bachelor's degree	$20.50	40.00
	Circulation Supervisor	Circulation	Less than a Bachelor's degree	$19.00	40.00

Group B Total

13.11 Total Group B: FTE Other Librarians (13.10 / 40)	5.00
13.12 Total FTE Librarians (13.5 + 13.11) [PLS 251]	7.00

Group C

This category includes full-time and part-time professional staff without the title of librarian and administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.

13.13 Total hours worked in a typical week by all Group C employees	338.00
13.14 Minimum hourly rate actually paid	$14.00
13.15 Maximum hourly rate actually paid	$19.50
13.16 Total FTE Group C employees (13.13 / 40)	8.45

Group D

This category includes full-time and part-time pages or shelvers.

13.17 Total hours worked in a typical week by all Group D employees	0.00
13.18 Minimum hourly rate actually paid	$0.00
13.19 Maximum hourly rate actually paid	$0.00
13.20 Total FTE Group D employees (13.17 / 40)	0.00

Group E

This category includes full-time and part-time building maintenance, security or plant operation employees.

13.21 Total hours worked in a typical week by all Group E employees	40.00
13.22 Minimum hourly rate actually paid	$19.50
13.23 Maximum hourly rate actually paid	$19.50
13.24 Total FTE Group E employees (13.21 / 40)	1.00
13.25 Total FTE Other Paid Employees from Groups C, D, and E (13.16 + 13.20 + 13.24) [PLS 252]	9.45
13.26 Total FTE Paid Employees (13.12 + 13.25) [PLS 253]	16.45

Librarian Vacancies

Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant. Another row will automatically appear once data is entered in the current row.

Summary	13.27 Position Title	13.28 Primary Work Area	13.29 Education Level	13.30 Total Hours/Week	13.31 Number of Weeks Vacant during report period.	13.32 Annual Salary Range Minimum	13.33 Annual Salary Range Maximum
1	1	1	1	40.00	4	$17.68	$19.76

Newly Created Librarian Positions

Include any newly created librarian positions which were created during the fiscal year reporting period. Another row will automatically appear once data is entered in the current row.

Summary

Technical Services Assistant	Other Type of Librarian	Less than a Bachelor's degree	40.00	4	$17.68 $19.76

| 13.34 Position Title | 13.35 Primary Work Area | 13.36 Education Level | | | |

Eliminated Librarian Positions

An eliminated librarian position is one that was budgeted for during the previous fiscal year period but was not in the budget for the current report period. Another row will automatically appear once data is entered in the current row.

Summary

13.40 Position Title	13.41 Primary Work Area	13.42 Education Level	13.43 Total Hours/Week	13.44 Date Eliminated (mm/year)	13.45 Last Annual Salary Paid	13.46 Reason Eliminated
			13.37 Total Hours/Week	13.38 Current Status: Filled or Unfilled	13.39 Date Filled (mm/year, if applicable)	

LIBRARY VISITS (14.1 - 14.1a)

This section collects information on the number of library visits. This is prefilled, based on the answer from Section 2.14.

14.1	Total annual visits/attendance in the library [PLS 501]	125,113
14.1a	Library Visits Reporting Method [PLS 501a]	Annual Count

PROGRAMS, ACTIVITIES & ATTENDANCE (15.1 - 15.39a)

Synchronous Programs:
A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, or held virtually as a group that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

Self-Directed Activities:
A self-directed activity is any planned event for which the patron can participate on their own (instead of at a designated time with a group). Registration is not required. A staff member may monitor the activity, but may or may not directly interact with the participants. Examples of these types of events include drop-in craft sessions, take and make kits, library scavenger hunts (when not done as part of a group), etc.

Count all self-directed activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude activities sponsored by other groups that use library facilities. If activities are offered as a series, count each activity in the series.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

	15.1 Synchronous Programs (All Group Programs by Age)	15.2 Attendance	15.3 Self Directed Activities	15.4 Self Directed Activity Participants
Children (0-5)	158	2,637	16	1,988
Children (6-11)	179	2,243	68	1,162
Young Adults (12-18)	81	382	10	71

	15.29 Program Sessions		15.30 Program Attendance
Adults (19 and older)	392	3,209	17	510
General Interest	84	3,217	18	2,768
Total	894	11,688	129	6,499

Onsite, Offsite and Virtual (All Group Programs by Type)

	15.29 Program Sessions	15.30 Program Attendance
Synchronous In-Person Onsite Program Sessions	881	11,671
Synchronous In-Person Offsite Program Sessions	1	6
Synchronous Virtual Program Sessions	712	811
Total	894	11,688

Asynchronous Virtual Presentations (Subset of Self-Directed Activities)

This section collects information about the number of resident and non-resident library users. A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials and gain access to other library resources.

Note: Files should have been purged within the past three (3) years.

15.37 Total Number of Asynchronous (Virtual) Program Presentations [PLS 620]	0
15.38 Total Views of Asynchronous (Virtual) Program Presentations [PLS 630]	0

Special Programming

15.39a Did the library provide any special programming for patrons on the autism spectrum?	Yes
15.39b Please describe the programming provided.	Children's sensory play nights

REGISTERED USERS (16.1 - 16.4)

16.1 Total Number of Unexpired Resident Cards	17,161
16.2a Total Number of Unexpired Non-resident Cards	17
16.2a (1) Of the total in 16.2a, how many Cards for Kids Act cards were issued?	-1 Unknown
16.2a (2) Of the total in 16.2a, how many Disabled Veterans cards were issued?	-1 Unknown
16.2b What was the total amount of the fees collected from the sale of non-resident cards during the past fiscal year?	$81.00
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLS 503]	17,178
16.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes
16.5 Does the library charge overdue fines to any users when they fail to return physical print materials by the date due? [PLS 504]	No
16.6 Did your library board adopt a policy to waive the non-resident fee for persons under the age of 18?	Yes

RESOURCES OWNED (17.1 - 17.9)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items in the library's collection available for use as of the last day of the fiscal year report period.

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Material Expenditures. Under this category report only items the library has acquired as part of the collection and cataloged, whether purchased, lease, licensed, or donated as gifts that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is monetary exchange. Do not include items that are permanently retained by the patron; count only items freely available without available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

For guidance in counting electronic materials, please reference the following guide: Counting Electronic Materials for the IPLAR

17.1 Print Materials [PLS 450]	52,489
17.2 Current Print Serial Subscriptions	54
17.3 Total Print Materials (17.1+17.2)	52,543
17.4 E-books Held at end of the fiscal year [PLS 451]	77,822
17.5a Audio Recordings: Physical Units Held at end of the fiscal year [PLS 452]	5,608

17.5b Audio Recordings: Downloadable Units Held at end of the fiscal year [PLS 453] [9]	154,123
17.6a DVDs/Videos: Physical Units Held at end of the fiscal year [PLS 454]	11,718
17.6b DVDs/Videos: Downloadable Units Held at end of the fiscal year [PLS 455] [10]	33,289
17.6c Other Circulating Physical Items [PLS 462]	5,718
17.6d Total Physical Items in Collection [PLS 461]	75,533

Electronic Collections

Report the number of electronic collections. An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles. Include electronic collections that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access.

17.7 Local/Other Cooperative agreements [PLS 456]	13
17.8 State (state government or state library) [PLS 457]	16
17.9 Total Electronic Collections (17.7 + 17.8) [PLS 458]	29

USE OF RESOURCES (18.1 - 18.17)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items circulated by the library. Report for the library's entire fiscal year.

For guidance in counting electronic item usage, please reference the following guide: Counting Electronic Item Usage for the IPLAR

18.1 Number of adult materials loaned [11]	92,025
18.2 Number of young adult materials loaned	2,609
18.3 Number of children's materials loaned [PLS 551]	26,034
18.4 Total number of materials loaned (18.1 + 18.2 + 18.3)	120,668

Report circulation, including renewals, by the material types below.

For guidance in counting electronic content circulation and usage, please reference the following guide: Reporting Electronic Item Usage for the IPLAR

18.5 Books- Physical	58,398
18.6 Videos/DVDs- Physical	19,881
18.7 Audios (include music)- Physical	3,033
18.8 Magazines/Periodicals- Physical	727
18.9 Other Items- Physical [PLS 561]	5,635
18.10 Physical Item Circulation (18.5-18.9) [PLS 553]	87,674
18.11 Use of Electronic Materials [PLS 552] [12]	32,994
18.12 Total Circulation of Materials (18.10+18.11) [PLS 550]	120,668
18.13 Successful Retrieval of Electronic Information [PLS 554] [13]	1,653
18.14 Electronic Content Use (18.11+18.13) [PLS 555]	34,647
18.15 Total Collection Use (18.10+18.11+18.13) [PLS 555]	122,321
18.16 Interlibrary Loans Provided TO other libraries [PLS 575] [14]	24,363
18.17 Interlibrary Loans Received FROM other libraries [PLS 576]	28,669

PATRON SERVICES (19.1-19.2)

This section gathers information on services the library provides to its patrons. Please fill in the information requested.

Reference Transactions

Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others to meet particular information needs.

A reference transaction includes information and referral service as well as unscheduled individual instruction and assistance in using information sources (including web sites and computer-assisted instruction). Count Readers Advisory questions as reference transactions.

NOTE: It is essential that libraries do not include directional transactions in the report of reference transactions. Directional transactions include giving instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, "Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?"

19.1 Total Annual Reference Transactions [PLS 502]	1,924
19.1a Reference Transactions Reporting Method [PLS 502a]	Annual Estimate Based on Typical Week(s)

If an annual count is not available, then select a typical week and multiply by 52 to estimate the annual count.

One-on-One Tutorials

One-on-one tutorials are when a staff member spends a considerable amount of time tutoring or teaching a patron on a specific subject. Note that these are different from programs, which are put on for a group, and reference transactions, which are limited to information consultations (see definition above).

19.2 Total Annual One-on-One Tutorials	-1Unknown

AUTOMATION (20.1 - 20.5)

This section is collecting information about automation technology in your library. Please provide the requested information below.

20.1 Total number of ALL computers in the library [15]	53
20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library [16]	33
20.3 Is your library's catalog automated?	Yes
20.4 Is your library's catalog accessible via the web?	Yes
20.5 Does your library have a telecommunications messaging device for the hearing impaired?	No

INTERNET (21.1 - 21.9)

This section collects information about internet services in the library facility. Please provide the requested information below.

21.1 Does your library have Internet access?	Yes
21.2a What is the maximum speed of your library's Internet connection? (Select one)	45 Mbps or more
21.2b If Other, please specify	N/A
21.3 What is the monthly cost of the library's Internet access?	$772
21.4 Number of Internet Computers Available for Public Use [PLS 650] [17]	28
21.5 Number of Uses (Sessions) of Public Internet Computers Per Year [PLS 651]	10,538
21.5a Reporting Method for Number of Uses of Public Internet Computers Per Year [PLS 651a]	Annual Count
21.6 Wireless Sessions Per Year [PLS 652]	37,011
21.6a Reporting Method for Wireless Sessions [PLS 652a]	Annual Count
21.7 Does your library utilize Internet filters on some or all of the public access computers?	Yes
21.8 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?	Yes
21.9 Number of website visits or sessions to your library website [PLS 653]	89,956 --Select--

E-RATE (22.1 - 22.3)

E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access.

22.1 Did your library apply directly for E-rate discounts for the fiscal year?	Yes
22.2a If YES, did your library apply for Category 1, Category 2 or both?	Both
22.2b IF YES, what is the dollar amount that your library was awarded for the fiscal year report period?	$9,551
22.3 If NO, why did your library NOT participate in the E-rate program?	

STAFF DEVELOPMENT & TRAINING (23.1 - 23.5)

This section focuses on staff development and training. Please provide the requested information below.

23.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)	$6,902
23.2 Does the above amount include travel expenses?	Yes
23.3 How many hours of training did employees receive this year? [18]	719.75

| 23.4 | Does your library provide training to enable staff to better serve their patrons on the autism spectrum? | Yes |
| 23.5 | Would you like to receive autism training at your library? | Yes |

COMMENTS AND SUGGESTIONS (24.1-24.3)

Please use this section to provide further information about your library and/or comments or suggestions for changes to the IPLAR process. We will use the comments you supply to better represent your data to the Public Library Survey and to help improve future versions of the IPLAR.

24.1 Are there any other factors that may have affected your library's annual report data of which you would like to make us aware?	Section 17 RESOURCES OWNED doesn't account for reporting e-magazine holdings (5,432 through Overdrive). Additionally, Overdrive's streaming video services that the MVLD opts into (Indieflix, Qello, and The Great Courses) don't offer a way to find out how many videos are available from each service.
24.2 Are there any unique programs or services your library provided during the report period of which you would like to make us aware?	-1No Comments
24.3 Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).	-1No Comments

PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (25.1-25.5) DISTRICT LIBRARIES ONLY

Public Library Districts are required by statute [75 ILCS 16/30-65(a)(1),(c)(d)] to submit the Public Library District Secretary's Audit.

NOTE: If there ARE any errors or discrepancies, please list and explain fully.
NOTE: Only DISTRICT libraries need to complete this Section, all other libraries should select "Not Applicable" for all questions in this section.

25.1 Were the secretary's records found to be complete and accurate?	Yes
25.2 If NO, please list and explain any errors or discrepancies.	-1Not Applicable
25.3 First board member completing the audit	Cathy Kulupka
25.4 Second board member completing the audit	Ana Romero-Lizana
25.5 Date the Secretary's Audit was completed	07/23/2024

IPLAR CERTIFICATION

Please have the library director, board president and board secretary type their names in the boxes provided to certify that they agree with the following statement:

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the electronic IPLAR copy submitted to the Illinois State Library shall serve as the official file copy.

	Electronic Signature	Date
Library Director	Kyla Waltermire	07/29/2024
President	Jeanne Lomax	07/29/2024
Secretary	Lisa McCormick	07/29/2024

IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:
1. Select the "Verify" button located at the top of the screen.
2. Review the form and resolve any required fields or edit checks (they will be highlighted in red). In the case of edit checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.
3. Select the "Submit/Lock" button at the top of the page.

NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information. If you have trouble getting the form to submit/lock, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

1. 6.2b Doesn't include library programs - only use by outside groups. Does include Friends of the Library meetings as well as ESL classes (previously considered a library program until a change in policy). (0-2024-07-26)

2. 7.1 Updated figures from liability insurance's 2024 valuation report (0-2024-07-12)

3. 12.4 Donations for library's capital needs (specifically CM's elevator and/or FC's HVAC units) (0-2024-07-26)

4. 12.7 Includes 3 new VAVs for HVAC system; renovated children's bathroom; and new security camera system in CM branch (0-2024-07-26)

5 , 13.5 Circulation Supervisor earned MLS during FY2024 (0-2024-07-25)

6 , [PLS 617] Summertime trips to a local farm fell outside the reporting time frame. (0-2024-07-26)

7 , [PLS 608] Illinois Libraries Present events just didn't have the draw that prior ILP events had. (0-2024-07-26)

8 , [PLS 618] Illinois Libraries Present events just didn't have the draw that prior ILP events had. (0-2024-07-26)

9 , 17.5b Includes increase in the number of Cloud Library PPU titles (0-2024-07-25)

10 , 17.6b Kanopy continues to add more titles/distributors (0-2024-07-25)

11 , 18.1 Includes print & electronic resources - e-resources can't be broken out by age (0-2024-07-25)

12 , 18.11 Use, especially for e-audiobooks, continues to rise (0-2024-07-25)

13 , 18.13 Fewer databases; one database unable to provide some data due to IT issue (0-2024-07-23)

14 , 18.16 Use, especially for e-audiobooks, continues to rise (0-2024-07-25)

15 , 20.1 Removal of old, unused laptops at FC (0-2024-07-23)

16 , 20.2 Removal of old, unused laptops at FC (0-2024-07-23)

17 , 21.4 Excludes microfilm PC, FC's PAC, and CM's 4 PACs (0-2024-07-23)

18 , 23.3 Both paid and free training (0-2024-07-26)

MVLD

<div align="center">

Resolution 25-02
Resolution Authorizing the Filing of an Application with Agency for
Community Transit (ACT) for CY24 ACT Community Action Grants
Program Funds for Mississippi Valley Library District

</div>

WHEREAS, ACT has dedicated $2,000,000 in CY2024 to the Community Action Grants Program to fund eligible transportation related projects and programs implemented by any 501(c)(3), village, township, city, park district, or transit district that serves residents of Madison County, Illinois; and,

WHEREAS, the Illinois Library Association on behalf of the Mississippi Valley Library District is an eligible 501(c)(3) serving residents in Madison County through public library services; and,

WHEREAS, the Illinois Library Association on behalf of the Mississippi Valley Library District has identified a need to implement the Accessible Walkways project to improve accessibility and mobility for the clients/residents; and,

WHEREAS, it has been determined to be in the best interest of the Mississippi Valley Library District to submit an application to this competitive grant process in the amount of EIGHT THOUSAND TWO HUNDRED FIFTY DOLLARS ($8,250.00) to ACT, in order to obtain grant funds in the amount of EIGHT THOUSAND TWO HUNDRED FIFTY DOLLARS ($8,250.00) to assist with the cost of Accessible Walkways.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MISSISSIPPI VALLEY LIBRARY DISTRICT THAT:

1. The Mississippi Valley Library District submit an application to ACT in order to obtain grant funds in the amount of EIGHT THOUSAND TWO HUNDRED FIFTY DOLLARS ($8,250.00) to assist with the cost of Accessible Walkways.

2. Jeanne Lomax, President; Lisa McCormick, Secretary; and/or Kyla Waltermire, Executive Director, of the Mississippi Valley Library District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, including any and all amendments on behalf of and in a manner most beneficial to the Mississippi Valley Library District.

ADOPTED by the Mississippi Valley Library District, Madison County, Illinois, on this nineteenth of August, 2024.

(seal)

_____
Jeanne Lomax, President

_____
Lisa McCormick, Secretary

Community Action Grants Program Application - CY24

Project Sponsor: <u>Illinois Library Association, on behalf of the Mississippi Valley Library District</u>

(List one entity)

Project Name: <u>Accessible Walkways</u>

Applications requesting more than $10,000 in funding maintain a quarterly deadline and are due by 11:00pm CT January 2, April 1, July 1, October 1 or until 100% of the quarterly allocated CY24 grant funds are pledged, whichever is sooner. All projects are prioritized based on available funding and scoring criteria. Applications for projects with a dollar value of $10,000 or less can be submitted throughout the year.

Project Sponsor is a:

[✓] 501(c)(3) Nonprofit   [ ] City, Village, Township   [ ] Park, Library, Transit, or Airport District

Submit application to:

Agency for Community Transit
Attention: Miriam Bell
1 Transit Way
Pontoon Beach, IL 62040
ACTgrants@insideact.org

FOR OFFICE USE ONLY
Date and Time Received:_____

ACT Community Action Grants Program Information

Organizational Information: Agency for Community Transit, Inc. (ACT) is a private, non-profit 501(c)(3) agency incorporated in the State of Illinois. ACT provides transportation services for Madison County residents through the operation of fixed route and paratransit services for Madison County Transit (MCT).

Funding: ACT has committed $2 million for the CY24 Community Action Grant with a maximum of $100,000 per project and maximum of $100,000 per entity.

Program Intent: To provide multi-modal transportation services to the people, organizations, and communities of Madison County to enhance mobility for the elderly and disabled, improve ADA accessibility, and promote alternative transportation modes to improve the quality of life of Madison County residents. ACT's Community Action Grant intends to provide technical and financial assistance and assist in securing funds for impactful transportation related projects.

Submittal Details: Applications requesting more than $10,000 are due by 11:00pm CT January 2, April 1, July 1, October 1 or until 100% of the quarterly allocated CY24 grant funds are pledged, whichever is sooner. All projects are prioritized based on available funding and scoring criteria. Applications for projects with a dollar of $10,000 or less can be submitted throughout the year.

Notification: ACT will review each application and provide notification of the Board of Directors decision to approve or deny requested funding. The ACT Board reserves the right to fund smaller portions of projects than requested.

Eligible Applicants: The following entities are eligible to apply:
- City, Village, or Township located in Madison County, Illinois.
- 501(c)(3) nonprofit organizations, parks districts, (including Metro East Park and Recreation District) transit districts, library districts, and airport districts which are based in and/or provide service within Madison County, Illinois.

Ineligible Applicants: Universities/colleges, schools/school districts, special taxing districts, and Madison County government are not eligible to apply.

Examples of Eligible Project Types: Transportation / Bicycle / Pedestrian / ADA Accessibility Improvements / Related Projects. All shared use path and trails infrastructure projects must be included in the Project Sponsor's Bicycle/Pedestrian Master Plan and adhere to American Association of State Highway and Transportation Officials (AASHTO) standards. Projects examples include, but are not limited to the following:
- Purchase of an accessible vehicle for transporting the public, and not eligible for MCT's program
- Funds to operate a vehicle used to transport the public
- Purchase of MCT fare products for distribution
- Construction of an ADA accessible bus stop
- Construction of wheelchair ramps or other ADA improvements
- Funds to provide shuttle service for community festivals and events
- Addition of amenities or safety features to a bus stop
- Construction or improvement of a trail or shared use path
- Construction of a connector to a MCT Trail
- Addition of amenities, enhancements, or safety features to a shared use path or bike trail
- Flashing beacons or other equipment to facilitate safe bicycle/pedestrian crossings
- Funds to support a bicycle or pedestrian event
- Development of a bicycle/pedestrian master plan
- Bicycle/pedestrian marketing and/or education materials
- Support for a program which promotes bicycle/pedestrian development, safety, or education
- Funds to purchase and/or distribute helmets or other bicycle safety gear
- Funds for land acquisition to allow a community to build a trail
- Funds to provide transportation services for elderly and disabled residents
- Funds for transportation services for youth programs

Eligible Project Components

- Components of projects eligible for reimbursement include, but are not limited to, acquisition, development, restoration, education, maintenance, planning, programmatic, or operations expenses.

Ineligible Project Types: Projects which are neither transportation related OR accessibility related are NOT eligible for assistance. Such ineligible projects include, but are not limited to the following. Sidewalks are NOT eligible. Non ADA accessible shared use paths are NOT eligible. Parks and roadways are NOT eligible. Non-ADA accessible vehicles are NOT eligible.

Project Scope and Budget: Project Sponsors should make every effort to obtain an accurate project scope and budget for their application. Changes to scope must be approved by ACT prior to implementation to ensure reimbursement.

Application Process: Upon receipt of application, ACT staff will score the application for presentation of the information to the ACT Board. The board will review the subjective score and take discretionary action at its next regular Board meeting. If approved, a Project Agreement will be sent to the applicant for execution. Applicant will have 90 days to sign and execute the Project Agreement.

The project period begins upon the date the last person signs the Project Agreement. Expiration of the Project Agreement will be based upon the type and circumstances of the project.

Costs incurred prior to a fully executed Project Agreement are ineligible for reimbursement, unless at the discretion of ACT's Board, such costs are specifically approved. ACT reserves the right to terminate the Project Agreement if the Project Sponsor fails to start the project within one (1) year of the Project Agreement's execution date. The Project Sponsor shall make reasonable and timely progress on the project and advise ACT of project's status on a regular basis. Projects not completed, in whole or in part regardless of reason, may be ineligible for funding in future ACT grant cycles.

Application Review: The ACT Board of Directors will receive submitted applications with a score sheet completed by ACT Staff. The Board will review the information presented and take action to award funds as its discretion.

Application Scoring: The application scoring process will award points for the following categories:
- Project Applicability- Project is transportation related. (20%)
- Project Impact- Significant impact on residents in community. (20%)
- Local Support- Board/Governance support through action or commitment of funds. (20%)
- Leveraging Funds- Project leverages funds from local, state, federal, or other grants. (16%)
- ADA Accessibility- Project improves ADA accessibility within the community. (10%)
- Minority & Low-Income Equity- Project benefits Title VI community and/or low-income community. (8%)
- Geographic Equity-Project is located in, or positively impacting, a census tract that is disadvantaged as defined by the U.S. Department of Transportation's Equitable Transportation Community (ETC) Explorer. (6%)

Awarded Funds: Funds approved by the Board may be used toward the local match for transportation related projects or used toward 100% of the project's cost. The ACT Board reserves the right to fund smaller portions of projects than requested. Use of funds must be approved by the ACT Board.

Reimbursement: Payment by ACT shall be made on a reimbursement basis for a completed project. The Project Sponsor shall complete and submit an ACT Grant Reimbursement Request Form along with applicable supporting documentation. Final inspection and acceptance of the completed project must be made by an ACT representative for reimbursement to be issued. ACT's payment will be made payable to the Project Sponsor.

Application Checklist

A complete ACT Community Action Grant Application for CY24 should contain an application and each of the following required components, in this order:

- [✓] Project Scope: Written narrative describing the project including a detail description of how this project improves equitable and inclusive transportation opportunities for residents of Madison County, Illinois.

- [✓] Cost Estimate: Bids, quotes, or documentation supporting the estimated project costs identified within the application.

- [✓] Project Timeline: Timeline for the project along with an estimated start date and completion date.

- [✓] Resolution in support of the project and/or request for funding signed by the Project Sponsor's governing body.

- [ ] Bicycle/Pedestrian Master Plan, when relevant.

- [✓] Project Location Map, when relevant.

- [✓] Project Photos, when relevant.

- [✓] Certification Statement found on page 7 of this application signed by the Mayor, Board President, or Chief Executive of the Project Sponsor

Application Form

Please fill out this form in its entirety. Incomplete applications will not be considered for funding.

1. Project Sponsor (list only one entity): Illinois Library Association, on behalf of the Mississippi Valley

2. Project Sponsor Address: 560 W. Washington Blvd. Ste. 300

   Chicago, IL 60661

3. Project Sponsor FEIN: 36-2324945

4. Project Title: Accessible Walkways

5. Project Address/Location: Collinsville Memorial Library, 408 W. Main St., Collinsville, IL 62234

6. Project Contact Name and Title: Kyla Waltermire, Executive Director

7. Project Contact Address: 408 West Main Street

   ## Collinsville, IL 62234

8. Project Contact Phone: 618-344-1112 x 201

9. Project Contact Email: kylaw@mvld.org

10. Is the project located within Madison County?   ☑ Yes   ☐ No

11. Estimated project completion date (month and year): 11/30/2024

12. Total Estimated Project Cost: $ $ 8,250.00

13. Requested ACT Grant: $ $ 8,250.00

14. Briefly explain how the proposed project is transportation related and will enhance existing public transportation services and/or improve bicycle/pedestrian access and/or ADA accessibility.

The Mississippi Valley Library District is seeking funding to replace the curved walkways in front of the Collinsville Memorial Library. The existing walkways are laid with roughly hewn stones, making for an uneven surface that is difficult for unsteady visitors and/or those using bicycles, strollers, mobility assistive devices, etc. to navigate. It is also challenging for library staff to effectively clear snow and ice from the uneven surface. The mortar between the stones is eroding, leaving stones loose and more likely to cause tripping. Replacing the existing walkways with a stamped concrete walkway will create an easy-to-navigate and -maintain path for pedestrians.

15. Briefly explain how this project addresses a transportation need in Madison County and how many Madison County residents will be positively impacted.

> Library visitors walking to the building will be able to access the library in a safer manner through the removal of tripping and slipping hazards. The library serves around 25,000 Madison County residents. In its most recently completed fiscal year, the library welcomed over 97,000 visitors.

16. Describe the Project Sponsor's support for the proposed project in the form of contributions of funds and/or support or action taken by the board.

> The Board of Trustees reviewed the proposed project and approved it by resolution at a regular meeting on August 19, 2024.

17. If applicable, provide details on any other current or potential local, state, or federal or grant funding sources for this project. Include funding information such as timeline, terms, conditions, and amount.

> N/A

18. If applicable, explain how the proposed project improves ADA accessibility within Madison County.

> The proposed stamped concrete walkways will improve ADA accessibility by providing a more easily navigable and safer path for those with unsteady balance and/or those who use mobility assistive devices.

19.If applicable, please explain how the proposed project serves a Title VI community, low income community, or transportation disadvantaged community. (For assistance or questions contact the Grants Coordinator.)

> While the project does not specifically target low-income or transportation disadvantaged individuals, it is common for individuals in these categories to visit the library, thus making this project more likely to positively impact these individuals.

☐ Title VI   ☐ Low Income   ☐ Transportation Disadvantaged

Certification Statement

In WITNESS WHEREOF, the undersigned parties have caused this grant application to be executed by their duly designated and authorized representatives.

I do hereby certify that I have the legal authority to represent the Project Sponsor and submit this grant application on behalf of the Project Sponsor and that the information presented in this grant application and the referenced attachments are true and correct. I do further certify that the project will be completed in accordance with the provisions set forth in this grant application and the ACT Project Agreement and that the Project Sponsor has the financial resources to fund one hundred percent (100%) of the proposed project costs. The award may be less than what is requested but may not exceed the amount requested. It is understood that the project must be completed within the timeframe established in this application and the Project Agreement, and the reimbursement request must be submitted within ninety (90) days of project completion, unless extenuating circumstances prevent such a request and are discussed with and approved by ACT. Failure to do so will result in the Project Sponsor forfeiting all project reimbursements and relieves ACT from further payment obligations of the grant.

(Certification must be signed by Mayor, Board President, or Chief Executive of Project Sponsor)

Project Sponsor: Illinois Library Association, on behalf of the Mississippi Valley Library District

Print Name: Kyla Waltermire

Print Title: Executive Director, Mississippi Valley Library District

Signature and Date:

Attested by: Jeanne Lomax, President, Mississippi Valley Library District Board of Trustees

Signature and Date:

[This space left intentionally blank.]

Project Agreement

This Project Agreement is entered into on _____ day of _____, 20_____ between **AGENCY FOR COMMUNITY TRANSIT** (**"ACT"**) and _____ (**"Project Sponsor"**).

Whereas the Project Sponsor has submitted an application to ACT for the Community Action Grant concerning the project named_____. Whereas this grant is for the exclusive purpose of supporting the Project Sponsor's transportation related project within Madison County, Illinois. Now, therefore, ACT has approved the project and agrees to award a grant for the sum of _____ dollars ($_____). The Parties to this Project Agreement agree to the following:

Execution & Termination: The project period begins upon the date the last person signs this Project Agreement. Expiration of this Project Agreement shall be _____. Costs incurred prior to a fully executed Project Agreement are ineligible for reimbursement. ACT reserves the right to terminate this Project Agreement if the Project Sponsor fails to start the project within one (1) year of the Project Agreement's execution date. The Project Sponsor shall make reasonable and timely progress on the project and advise ACT of project's status on a regular basis. Projects not completed, in whole or in part regardless of reason, may be ineligible for funding in future ACT grant cycles.

Reimbursement: Payment by ACT shall be made on a reimbursement basis for a completed project. The Project Sponsor shall complete and submit an ACT Grant Reimbursement Request Form along with applicable supporting documentation. Final inspection and acceptance of the completed project must be made by an ACT representative for reimbursement to be issued. ACT's payment will be made payable to the Project Sponsor.

Financial Records: All funds expended by the Project Sponsor in conjunction with the project must comply with Local, State, and Federal laws pertaining to the expenditure of public funds. Documentation of project costs and payments may be requested by ACT. All project records must be maintained for a period of no less than five (5) years, or longer if required by law.

Acknowledgment: Upon ACT Board approval of the Application and receipt of the executed Project Agreement with ACT, all press/public communications in reference to the project by the Project Sponsor shall state that it is funded in-part by ACT. Acknowledgment must be included in any publicly shared drafts of the plan, as well as the final version. To satisfy this requirement, the Project Sponsor must insert, where deemed appropriate, ACT's logo. If ACT logo is used, ACT must review all public materials prior to release to ensure all brand standards are observed.

Insurance: Project Sponsor and any contractor hired or retained by the Project Sponsor in connection with this project shall maintain all necessary insurance in full force and effect throughout the term of Project Agreement.

Indemnification: The Project Sponsor and contractors shall indemnify, defend, and hold harmless ACT, its board members, employees and agents from all claims, liabilities, obligations, and causes of action in connection with this Project.

Assignment: Project Sponsor agrees that this Project Agreement shall not be assigned or transferred without the written consent of ACT and that any successor to the Project Sponsor's rights under this Project Agreement will be required to accede to all of the terms, conditions and requirements of the Agreement as a condition precedent to such succession.

Amendment: The parties agree that no change or modification to this Project Agreement shall be of any force or effect unless the amendment is dated and is reduced to writing and executed by both parties.

Compliance with Law: The Project Sponsor shall comply with all applicable laws, ordinances, and codes of the United States, the State of Illinois, and local governments, including, but not limited to, Title VII of the Civil Rights Act of 1964, and no person shall, on the grounds of race, color, national origin, sex, age, religion, sexual orientation, veteran status, or disability be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any grant, program, or activity for which the Project Sponsor receives assistance from ACT. Project Sponsor acknowledges that it has performed due diligence to assure its Project complies with the requirements of the Americans with Disabilities Act of 1990.

On behalf of Project Sponsor, I understand this fully executed agreement serves as a Notice to Proceed and agree to the foregoing terms and conditions of the ACT Community Action Grant, and hereby certify my authority to execute this agreement.

Project Sponsor:

_____
(Printed Name and Title)

_____
(Signature of Authorized Representative)

_____
(Date)

Agency for Community Transit:

Steven J. Morrison, Executive Director
_____

_____
(Signature of Executive Director)

_____
(Date)

Mississippi Valley Library District - Application

Project Scope

The Collinsville Memorial Library is fortunate to be conveniently accessed through a variety of transportation methods. There are parking lots on two sides of the building and street parking along the front. A bus stop is located directly in front of the library, and a bus station is just a few blocks away. There are bike racks located at both entrances. As part of the Uptown District, the city's streets and sidewalks along Main Street are well-maintained and used.

However, the curved, stone walkways leading from Main Street to the library's main entrance are in need of attention. The existing walkways are laid with roughly hewn stones, making for an uneven surface that is difficult for unsteady visitors and/or those using bicycles, strollers, mobility assistive devices, etc. to navigate. The uneven nature of the stones makes it difficult for library staff to effectively clear away snow and ice in the colder months, resulting in slick patches. Adding to the tripping and slipping factors is the fact that the mortar between the stones is eroding, leaving many stones loose and more likely to cause a trip or fall.

In order to provide safer walkways for library visitors, the Collinsville Memorial Library is requesting funding to replace the existing walkways with stamped concrete walkways. Replacing the stone walkways will result in fewer tripping hazards and make the walkways easier for library staff to clear of slipping hazards.

The Illinois Library Association (ILA) is the Project Sponsor while the Mississippi Valley Library District (MVLD) is the entity in charge of the project and responsible for providing any and all supplementary documentation about the Accessible Walkways project. ILA's sole responsibility as Project Sponsor will be to accept the grant money on the MVLD's behalf and then disburse the funds to the MVLD upon receipt from ACT. The ILA will provide the 501(c)3 documentation, W-9, and any other necessary information for the transfer of the grant money. The MVLD will be responsible for maintaining and providing project documentation ACT requires including but not limited to bids, quotes, documentation supporting the estimated project costs, financial statements, project timeline, project map, project photos, and certification statement.
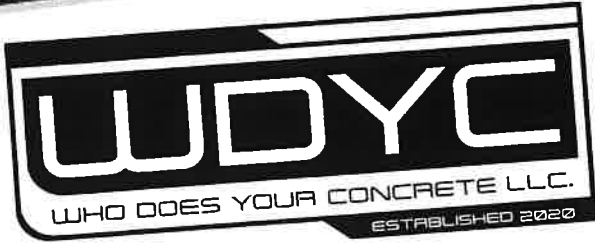
Cost Estimate

Excavation of current walkways and installation of new walkways with stamping and color added

TOTAL COST: $8,250.00

See attached for quote.

Concrete Flatwork- QUOTE

Job Description

COLLINSVILLE CONCRETE

PREPARED FOR:

Client: Collinsville Library

Address: 408 W Main St. Collinsville, IL

Flatwork/Job Notes: Demo current concrete and/or earth to prep site for install of new concrete pad. Excavate **550** and set forms. Install CA-6 rock base and tamper with a 2 ton Wacker Nelson Compactor. Pour new 4k PSI Concrete with fibre, reinforcement and *5 year sealer. Install joints with a Standard broom finish. Strip Foams and complete a final clean-up. End result will be <u>(See Measure Section)</u> @ _____ inch thick concrete pad(s).

PREPARED DATE
8/4/24

PREPARED BY
Emilio Perkins - Owner

<u>Measure Section:</u>
1) 5x110 Walk
2) _____
3) _____
Total Sq/Ft. 550

ITEM LIST	TOTAL Sq/Ft.	PRICE per Sq/Ft.	TOTAL Cost
Excavate/Haul, Prep, Form & Prepare	Total: 550	$3.00	$1,650.00
New Install Concrete w/4,000psi 6 Slump Includes: Rebar/Fibre/Rock		$9.00	$4,950.00
Stamp and Color (Optional Add On)	ONLY $ 12 SQ. FT. INSTALLED!	$3.00	$1,650.00
			JOB TOTAL = $6,600.00

$8,350.00
with stamp
and color

AGREED AND ACCEPTED:
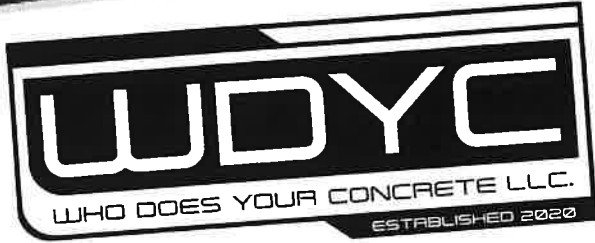
THIS QUOTATION IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

Delivery of payment must be in the form of Cash, Money Order, Cashiers Check, Credit, Debit or Venmo/Cash App. If you are paying by check, please make out to: **Who Does Your Concrete?, LLC** .

- *Payment:* We require 50% down at the start of the job and the remaining 50% upon completion.

- **Receipt:** Independent Contractor will provide an invoice for your record after each payment has been accepted via email and/or text message to mobile device.

- **Weather Depending** - Much of the material used for pavement preservation treatments and resurfacing grounds is **weather** and temperature **dependent** and therefore cannot be applied until conditions; including soil, are warm and dry.

We **are not** responsible for any damage caused to landscaping from any use of our construction equipment/machines outside of the target area. Or any use from our subcontractors. Although, we will ALL try our best to be thoughtful and considerate before, during and after the job is complete. Customer is responsible for replacing and/or backfilling new soil against the new concrete. Independent contractors of hire will need access to the homeowners water & electrical source for equipment clean up from work.

We **do not** guarantee the life of the concrete nor guarantee any future cracking, pitting, sinking, discoloration, etc. of material will not happen. These factors have **many** different variations and cannot be controlled, here are the steps we take in order to help prevent this from happening.

a. **Product:** Concrete will be poured at a minimum of 4 inches w/ a 4,000 p.s.i. Concrete mix. (unless otherwise stated)

b. **Base:** We use CA-6 rock base - 2" thick - before concrete is laid. Rock will then be compacted tight with a 2 TON Wacker Nelson viberator compactor. (Indicated on Item List)

AGREED AND ACCEPTED:

PRINT NAME   SIGN   DATE

WDYC
WHO DOES YOUR CONCRETE LLC.
ESTABLISHED 2020
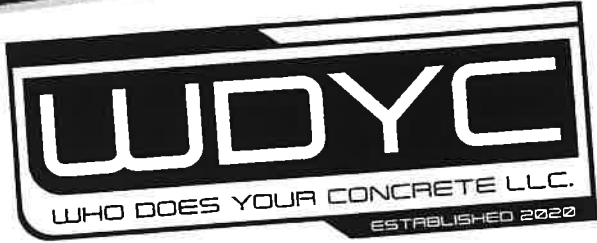
Driveways & Patios, Decks, Fences,
Retaining Walls, Demo, Concrete
Pumping, Hardscape & More!
Owner: Emilio P. Perkins
Fully Insured - Locally Owned & Operated
www.whodoesyourconcrete.com
Contact: 618-567-2521

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COLLINSVILLE CONCRETE

c. <u>**Strength:**</u> (Indicated in Item List)
   i. #3 Rebar will be added throughout at a reasonable amount
   ii. 6x6 Wire Mesh - Will be laid throughout
   iii. Fibre Mesh - Additive to concrete at the ready-mix cement plant

d. <u>**Forms:**</u> 2x4's will be used for 4" pads and 2x6's will be used for 6" pads. All forms will be made of standard construction wood then stripped and removed from property after completion.

e. <u>**Expansion Joints:**</u> Saw Cuts or Groves will be applied to help maintain cracks inside joints. Concrete does two things, gets hard & cracks. Ideally we would like cracks to happen inside the joints - that is the goal but this is never guaranteed.

f. <u>**Finish:**</u> (Broom by default unless otherwise Indicated on Item List)
   i. Horse Hair Broom finish will allow for an added slip resistant texture (Outdoors)
   ii. Hand Trowel will allow for a smooth finish (Indoors)

**IS IT NOT RECOMMENDED TO PUT ICE MELT/SALT ON YOUR CONCRETE! IT WILL DAMAGE SURFACE & VOID SEALER LIFE!!!

This quote may be accepted to form a binding contract upon any one of the following options:

g. Signature below and payment to Who Does Your Concrete?, LLC for the items listed in this quote prior to the start of job.

h. Issuance of this purchase order to Who Does Your Concrete?, LLC referencing this quote and the terms and conditions herein prior to the start of this job.

i. Any changes made post-start will reflect in a price adjustment accordingly and be agreeable to both parties in writing.

Please Contact Emilio Perkins @ (618) 567-2521 for scheduling. We would love to get you on our schedule and look forward to completing your project. Thank you!

AGREED AND ACCEPTED:

Project Timeline

- August 2024 - Submit application
- September 2024 - Complete project agreement; schedule installation upon receipt of fully executed agreement
- October-November 2024 - Complete installation
- November-December 2024 - Submit reimbursement request and applicable supporting documentation or reports
- Spring 2025 - Backup timeframe if needed due to scheduling or weather constraints: complete installation, reimbursement request, and applicable supporting documentation or reports

Mississippi Valley Library District - Application

Project Location Map

Project Photos, when relevant

View from library's steps

Missing stone and mortar

Missing mortar / loose stones

Missing mortar / loose stones

View from street

View from street

Uneven stonework

Uneven stonework

Chapter 10 (Programming)

A library can reach out to its entire community through programming. Educational, recreational, informational, and cultural programs sponsored by the library or cosponsored with other community organizations are offered to help attract new users to the library, to welcome people from all cultures and people with disabilities, to increase awareness and use of library resources and services, and to provide a neutral public forum for the debate of issues. Library programs are a particularly effective way of introducing the community to a variety of cultures.

It is well accepted that traditional programming for younger children helps them develop reading habits and encourages them and their caregivers to use the library and its resources. Young adult programs help teens understand some of the intellectual, emotional, and social changes they are experiencing. Programs for adults and senior citizens can provide the lifelong learning skills and recreation needed in our changing society.

If the library opens its meeting rooms, display cases, and other exhibit areas to non-library-sponsored programs and non-library-sponsored exhibits and displays, policies and procedures must cover the use of these facilities. The library's attorney should review this policy as well as other library policies.

Programming Standards

1. Library programs should strive to be free of charge.

2. Library programs are located in a physically accessible location. Provisions are made, as needed, to enable people with disabilities to participate in the program. The availability of these provisions is noted with other information about the program.

3. The library considers community demographics, special populations, and the availability of programming from other social, cultural, and recreational organizations in the community when planning and evaluating programs.

4. The library presents educational, cultural, and recreational programs that reflect community needs and interests. Community members should be encouraged to offer suggestions.

5. Programming is designed to address the diversity within the community, to increase the awareness and use of library resources and services, and to attract new users.

6. The library provides outreach programs to targeted populations who cannot visit the library.

7. The library's programming seeks to serve groups such as children, parents, young adults, adults, seniors, and special constituents relevant to the area's demographics.

8. The library provides programs that will instruct their community on how to use the library. This will include training sessions or one-on-one instruction on the library's online databases and the library's online catalog. The library will also provide tours and make sure the community is comfortable with using the library.

9. Libraries are encouraged to partner with other organizations to offer programs.

Programming Checklist

☐ Library programs are provided free of charge, or on a cost recovery basis.

☐ Library programs are located in a physically accessible location.

☐ Provisions are made, as needed, to enable persons with disabilities to participate in the program. The availability of these provisions is noted with other information about the program.

☐ The library considers community demographics, special populations, and the availability of programming from other social, cultural, and recreational organizations in the community when planning and evaluating programs.

☐ The library presents educational, cultural, and recreational programs that reflect community needs and interests.

☐ Programming is designed to address the diversity within the community, to increase the awareness and use of library resources and services, and to attract new users.

☐ The library provides outreach programs to specific populations who cannot visit the library.

☐ The library has programming that seeks to serve children and their caregivers.

☐ The library has programming that seeks to serve young adults.

☐ The library has programming that seeks to serve adults and senior citizens.

☐ The library provides programs on library instruction for all ages. This includes online catalog and online database training opportunities.

☐ The library is encouraged to partner with other organizations to offer programs.