

Report Covering June 2025

Kyla Waltermire, Executive Director

Building and Grounds Updates

- Elevator – Materials were delivered June 2 and repairs began on June 5. The work is approaching completion.
- New flooring for CM's children's floor play room was installed on June 19.
- The FC field will be repaired by AJD Landscaping, with JD Distributing reimbursing the MVLD for the costs.
- The Collinsville Library Foundation has agreed to help freshen up the Blum House's yard sign, as well as to renew their previously-approved efforts to repair the Blum House porch. Porch work is tentatively scheduled to begin the week of July 7.
- While the library continued to work on the air conditioning issue at FC that was impacting Busey Bank, Busey sent out their own technician. Their technician replaced two communication panels for the ground level air handlers. So far the repairs seem to be working.
- The Pan fountain remains inoperable. The Building & Grounds Committee needs to provide input on how to proceed. Attempts to schedule a committee meeting are underway.
- Library staff continue to explore a no-cost solar array as time allows.
- The security camera system at FC continues to randomly freeze. Security Alarm continues to troubleshoot the issue. The most recent attempt was to revert the software to a prior version, which unfortunately was not successful.

Circulation and Collection Updates

- The re-barcoding process continues. We requested to borrow two more duplication kits from IHLS so that we can assign more staff to continue the work at CM and begin the work at FC. CM's main floor is finished and efforts are now focused on the children's floor.
- Staff continue to work on multiple projects, such as increasing the font size on the Large Print spine labels, updating call numbers and spine labels with series information, and replacing faded spine labels as needed and as time allows.
- Due to a dramatic increase in cost, the library changed its St. Louis Post-Dispatch subscription to receive delivery Thursday-Sunday instead of every day. Similarly, the Belleville News Democrat subscription was changed to Sundays only due to unsustainable cost increases.

Grant Updates

- 2023 Thinking Money for Kids Program Kits – Kits are to be used between Sept. 1, 2024 and Dec. 31, 2025. All activities have been held at least once and will be held again through the end of the grant period. Specially set up Launchpads with kid-friendly money activities preloaded on them are available for checkout.
- FY2024 Per Capita Grant - The MVLD was awarded this grant in the amount of \$49,125.29. Grant expenses were applied between July 1, 2024 and June 30, 2025.
- FY2025 Per Capita Grant – The MVLD has been awarded this grant in the amount of \$48,794.48. Grant expenses will be applied between July 1, 2025 and June 30, 2026.

- FY2025 PNG Grant – The bus trip to MADE Makerspace took place on June 24. Work on the Q4 report and reimbursement request is underway, with the final activity reports to be completed after that.
- 2025 Better World Books Literacy Grant – An application was submitted in January to request \$2,000 in funding to help the most at-risk students in the school district retain, if not develop, their English literacy skills over the summer. No word on this proposal.
- 2025 STEM Supplies Grant – An application for a STEM-Supplies.com grant was submitted to request \$250 for the purchase of grade school-appropriate STEM kits. No word on this proposal yet.
- Walmart Spark Good Grant – An application was submitted for “Preserving Our History.” If funded, the library will receive \$1,000 to purchase equipment to convert older media into digital formats. A series of media conversion events would be scheduled between the library and the Collinsville Historical Museum.
- FY2026 PNG Grant – The grant program is on hold pending funding confirmation. The MVLD has a draft proposal ready to go in the event that funding is confirmed and applications can be received.

Meetings, Outreach, and Professional Development

- June 3 – Attended informational session about Illinois Century Network’s broadband program.
- June 5 – Met with a trustee.
- June 6 – Conducted a clerk interview; met with a trustee.
- June 10 – Conducted a clerk interview.
- June 11 – Met with a trustee.
- June 13 – Met with a trustee; attended an HR Round Table meeting (1.00 hours CE); met with a rep from Five Star Painting to get quotes for painting CM’s main lobby and the children’s floor; covered CM’s main desk (1.00 hour).
- June 17 – Covered CM’s main desk (1.50 hours).
- June 18 – Met with library’s E-Rate consultant.
- June 19 – Attended a database demo for Weiss Financial Ratings Online
- June 25 – Met with a trustee, a representative of the Collinsville Library Foundation, and the Foundation’s carpenter to discuss repairs to the Blum House porch.
- June 30 – Met with a trustee.

Marketing and Promotions Updates

- Marketing efforts have continued to focus heavily on summer reading program activities.

Miscellaneous

- FC staff are investigating an option for reading tutors to help out at the library starting with the new school year.
- Financial accounts and the Treasurer’s bond have been updated to reflect the change in officers.
- The lease agreement with the Collinsville Historical Museum was approved by both parties, effective June 30, 2025. The Museum paid \$20 upfront for the lease’s 20-year period.
- I responded to a FOIA request submitted by Don Koonce on June 16.
- Efforts to collaborate with the City of Collinsville on a StoryWalk have ended due to an impasse regarding which organization will have final approval for what goes into the StoryWalk posts.

Program Updates and Other Dates of Note

- We are having a fantastic time helping people “Level Up at Your Library” this summer. As a reminder, there are checkout challenges for kids, teens, and adults and chances to win prizes by participating. Here are some of the activities coming up:
 - Kids and families are invited to “Meet the Pegs” at a storytime on Saturday, July 12 at 11:00 AM. Local author Jasmine Krezanoski will be reading her newest book, *Meet the Pegs: Kindness for the Win*. Participants will enjoy coloring pages and testing their soccer skills after the story. Peg Family kits will be available for purchase from the author.
 - Adults are invited to the monthly Arts & Crafts Club on Saturday, July 19 at 4:30 PM. Materials for making the month’s project are provided for free; participants are also welcome to bring their own supplies and projects.
 - Kids are challenged to test their skills in the Balloon Olympics at the Collinsville Library on Tuesday, July 22 at 2:00-4:00 PM and the Fairmont City Library on Thursday, July 24 at 12:30-2:30 PM. Players will take part in balloon volleyball, balloon tennis, a hula hoop toss, balloon races, waddle races, and keepy-uppy. Activities conclude with a balloon pop challenge.
 - Adults who want to learn more about virtual reality are invited to a VR Basics class at the Collinsville Library on Friday, July 25 at 3:00-5:00 PM. You’ll learn more about how VR works and will have a chance to try out the library’s VR headsets.
 - Kids - and kids at heart - are welcome to attend a party like no other. Expect fun and laughter at the Foam Craze Party at the Fairmont City Library on Saturday, July 26 at 2:00-3:30 PM. Lightweight shorts, shirts, and sunscreen are advised. Swimsuits and goggles are recommended for those who will play in the foam for longer periods of time. The foam solution is hypo-allergenic, dye-free, biodegradable, and safe for kids, pets, and the environment. This foam-tastic event will be held in the field by the library.
- The next Friends of the Library book sale is Friday, August 1 at 9:00 AM - 5:00 PM and Saturday, August 2 at 9:00 AM - 4:00 PM at the Collinsville Library. Price is \$5.00/bag (bags provided); cash and checks only. The Friends of the Library use the proceeds of their book sales to support the library’s activities, building and grounds improvements, and more.
- On Saturday, September 6 at 2:00 PM, we challenge you to the library’s 2nd Great Puzzle Race. Register your team of 4 to put together a 500-piece puzzle in less than 2 hours. Prizes for 1st, 2nd, and 3rd place will be given. \$60.00/table is due at the time of registration. Funds raised by this event will support future library activities.
- Executive Director’s upcoming time off (scheduled to date): Sept. 18-19, Dec. 6-14.
- Check out the Library’s full calendar at https://mvld.org/collinsville_calendar and https://mvld.org/fairmont_calendar.

Staff and Volunteer Updates

- America Gutierrez-Torres and Michelle Alvarado joined the MVLD as Level 2 Library Clerks. America’s training began June 16 and Michelle’s began June 23.
- I continue to interview and hire for one vacant clerk position.
- No update on the staff union.

Statistical Summary

6/1/2025 12:00:00 AM - 6/30/2025 11:59:59 PM

Grand Totals

Record Counts - As of 7/2/2025 4:03 PM

	Bibs w/Items	Bibs w/o Items	Authority			
Global	1,597,739	48,042	784,391			
	Bibs w/Items	Items	Items Withdrawn	Patrons	Active Staff	Active Workstations
Branch Specific	71,554	75,557	2	18,854	30	27

Circulation Statistics

Check Outs	Borrowers	Check In	Overdue Items Checked In	Staff Overrides
7,754	1,106	5,373	965	0
Holds Placed	Holds Satisfied	Holds Cancelled		
2,505	2,211	444		

Records Added and Deleted

	Bibliographic	Authority	Items	Patrons
Added by Branch	54	18	265	83
Added by Other	n/a	n/a	n/a	n/a
Deleted by Branch	5	0	161	13
Deleted by Other	n/a	n/a	n/a	n/a

Financials

New Charges	Money Collected	Refunds	NET	Amounts Waived	Credits
\$1,998.85	\$461.12	\$15.00	\$446.12	\$7,457.95	\$1.00
Total Outstanding Fines - As of 7/2/2025 4:03 PM					
					\$137,373.65

PAC Statistics

Logins	Online Registrations	Holds Placed	Holds Cancelled
710	1	1,614	117

March	PROGRAM / EVENT / PROMOTION	# ATTENDED
June	Activity Packet	140
June	Coloring Pages	555
June	Computer Handouts	25
June	Children's Take and Make Crafts	82
June	Childrens's Activity Packs	70
June	Take and Make Craft Kits	378
June	Adult SRP Taken	200
June	Young Adult SRP Taken	150
6/2/25	Roll for Art- Children's	14
6/2/25	Body Sculpting	5
6/3/25	Morning Yoga	8
6/3/25	Storytime - Summer Theme	41
6/4/25	Retro Gaming Day	42
6/4/25	Baby Boogie Storytime- Summer Theme	56
6/4/25	Yoga Time!	4
6/5/25	D&D Club	8
6/5/25	Minute to Win it Challenges	8
6/7/25	Meditation at the Blum House	5
6/7/25	Cross Stitching Club	2
6/7/25	Best Friends Celebration- Children's Program	22
6/7/25	Level Up Your Library Skills-Adults and Teens	1
6/7/25	Chess Club on the Lawn	28
6/7/25	Chess Club	12
6/9/25	Body Sculpting	8
6/9/25	Chestnut Health System Table	3
6/9/25	Old School Dungeon Crawling: Basic Fantasy Roleplaying Game	3
6/10/25	Cardboard DIY Box Game Crafts	5
6/10/25	Morning Yoga	3
6/10/25	Storytime - Summer Theme	34
6/11/25	Baby Boogie Storytime-Fathers Day Theme	36
6/11/25	I-Cash event	8
6/11/25	Acoustic Jam with the Collinsville Ramblers	22
6/11/25	Yoga Time!	8
6/12/25	PRC: Daytime Book Club	9
6/12/25	D&D Club	6
6/12/25	Lego Building Challenge Club	11
6/13/25	Mario Kart Tournament	37
6/14/25	Meditation at the Blum House	8
6/14/25	Yarn Club-Knitting and Crochet	4
6/14/25	Cross Stitching Club	2
6/14/25	Chess Club	14
6/16/25	Body Sculpting	10
6/16/25	Thinking Like a Video Game Designer-Tweens through Adults	13
6/17/25	Morning Yoga	6
6/17/25	Storytime - Summer Theme	25
6/17/25	Getting Silly with Science	17

6/17/25	Thinking Like a Video Game Designer-Tweens through Adults	4
6/18/25	Kids Spectroscope Craft	35
6/18/25	Baby Boogie Storytime-Beach Theme	45
6/18/25	Metro East Every Survivor Counts Table	4
6/18/25	Yoga Time!	5
6/20/25	Junk Journal Club	3
6/21/25	Meditation at the Blum House	8
6/21/25	Cross Stitching Club	2
6/21/25	Mad Science of St. Louis - Up, Up and Away show	40
6/21/25	Chess Club	8
6/21/25	Arts and Crafts Club-Adults	5
6/23/25	Body Sculpting	5
6/23/25	Chestnut Health System Table	4
6/24/25	Morning Yoga	5
6/24/25	Storytime - Summer Theme	31
6/24/25	Kids Id's From New York Life Insurance Company	17
6/25/25	Baby Boogie Storytime- Ocean Theme	39
6/25/25	DIY Stomp Rockets	15
6/25/25	PRC: Evening Book Club	10
6/25/25	Yoga Time!	9
6/26/25	D&D Club	7
6/26/25	Kids Sensory Play Night	22
6/28/25	Meditation at the Blum House	8
6/28/25	Cross Stitching Club	2
6/28/25	Clay Characters and Minis- Teens & adults	0
6/28/25	History and Genealogy Club	8
6/30/25	Body Sculpting	7
6/30/25	3d Printing Basics-Adults	9
TOTAL		2505

Children Ages 0-5 Synchronous in-person onsite program sessions: 249 attendance, 8 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: 555 attendance, 1 events

Children Ages 6-11 Synchronous in-person onsite program 283 attendance, 9 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: 206 attendance, 5 events

Young Adults Ages 12- 18 Synchronous in-person onsite program: 0 attendance, 0 events

Young Adults Ages 12- 18 Synchronous in-person offsite program sessions: 0 attendance, 0 events

Young Adults Ages 12- 18 Synchronous virtual program sessions: 0 attendance, 0 events

Young Adults Ages 12-18 Self-Directed: 150 attendance, 1 event

Adults Ages 19+ Synchronous in-person onsite program: 193 attendance, 34 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: 225 attendance, 2 events

General Interests Synchronous in-person onsite program: 126 attendance, 12 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: 518 attendance, 2 events

Database Stats
FY2025

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Annual Total:
ABCmouse - home (visits)	29	31	37	24	19	4	5	10	18	27	4	5	213
ABCMouse - in library (users)	16	10	7	3	19	1	12	1	11	6	14	18	118
AtoZ Databases (logins)	4	13	6	12	16	13	17	30	26	11	22	8	178
AtoZ Food America (sessions)	3	3	2	3	3	1	1	0	3	0	1	0	17
AtoZ Maps (sessions)	1	1	1	1	0	0	0	0	0	0	2	0	6
AtoZ the USA (sessions)	2	2	0	1	1	1	4	2	1	1	0	1	16
AtoZ World Culture (sessions)	0	0	3	3	4	1	1	4	1	0	0	0	17
AtoZ World Food (sessions)	2	2	9	8	2	1	0	2	0	1	1	0	28
AtoZ World Travel (sessions)	2	2	0	3	1	1	1	2	1	0	0	0	11
Heritage Quest (searches)	54	7	0	69	4	0	2	41	3	0	30	0	210
NewsBank (searches - all products)	72	91	39	79	36	40	52	6	13	39	16	23	506
Explore More Illinois!	0	0	0	0	0	0	0	0	0	0	0	0	All databases: 1,320
SHARE Mobile Library App (devices)	178	163	155	172	168	169	177	175	175	178	204	193	2,107
SHARE Mobile Library App (launches)	1340	1213	1179	1294	1520	1286	1723	1610	1513	1478	1611	1883	17,650

Cloud Library Usage Stats
FY2025

Collection	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	TOTALS:
Owned Items													
eBooks	43,953	33,364	43,994	33,517	33,533	44,114	44,069	44,181	44,159	44,212	44,353	44,420	
eAudiobooks	11,608	9,016	11,724	11,824	11,856	11,929	11,961	12,020	12,116	12,385	12,533	12,658	
PPU eAudio Titles	138,907	144,542	145,709	154,976	163,069	168,333	174,000	182,690	181,817	187,910	193,446	201,016	
Total All Content Available	194,468	186,922	201,427	200,317	208,458	224,376	230,030	238,891	238,092	244,507	250,332	258,094	
Total Items Circulated													
Owned eBooks	16,407	15,671	15,319	14,610	14,104	14,306	16,128	14,240	15,419	14,457	14,535	14,577	179,773
Owned eAudiobooks	11,825	11,823	11,521	11,366	10,591	10,463	11,431	10,345	12,119	11,966	12,535	12,048	138,033
PPU eAudio	1,924	1,876	1,881	1,876	1,824	1,817	1,858	1,726	1,857	1,885	1,886	2,098	22,508
NOTE: All statistics above reflect the entire CloudLibrary shared collection.													
Patron Activity													
Total Unique MVLD Patrons	115	113	124	119	106	107	126	118	144	133	126	116	
Total MVLD Usage	628	617	602	606	568	552	564	445	678	614	600	489	6,963
Total Checkouts	450	426	425	397	406	397	389	299	477	426	406	346	
eBooks	190	181	194	179	212	169	199	163	219	190	172	174	2,242
eAudiobooks	260	245	231	218	194	228	190	136	258	236	234	172	2,602
Total Holds	154	174	159	185	154	149	169	136	190	185	176	138	
eBooks	56	62	54	72	62	59	64	46	57	71	63	43	709
eAudiobooks	98	112	105	113	92	90	105	90	133	114	113	95	1,260
Total Suggest-to-Library	24	17	18	24	8	6	6	10	11	3	18	5	
eBooks	16	7	9	6	2	2	5	6	10	3	15	2	83
eAudiobooks	8	10	9	18	6	4	1	4	1		3	3	67

Freegal Usage Stats
FY 2025

Freegal	#		# Streaming Songs	Active Users		New Users	
	Downloads	#		(download & streaming)	(download & streaming)	(download & streaming)	(download & streaming)
Jul-24	not yet set up						
Aug-24	8		369	14	14	14	14
Sep-24	9		604	9	9	5	5
Oct-24	2		382	5	5	1	1
Nov-24	11		668	11	11	7	7
Dec-24	3		711	9	9	4	4
Jan-25	1		496	8	8	2	2
Feb-25	4		998	11	11	4	4
Mar-25	3		989	9	9	6	6
Apr-25	16		1,300	15	15	4	4
May-25	4		995	11	11	4	4
Jun-25	9		1,318	13	13	6	6
TOTALS:	70		8,830				

Kanopy Usage Stats
FY 2025

<u>Kanopy</u>	Visits	Plays
Jul-24	933	170
Aug-24	1,107	207
Sep-24	1,277	172
Oct-24	1,144	196
Nov-24	1,657	196
Dec-24	1,050	208
Jan-25	1,909	248
Feb-25	1,166	220
Mar-25	706	164
Apr-25	809	175
May-25	973	174
Jun-25	941	178
TOTALS:	13,672	2,308

Overdrive Usage Stats
FY 2025

[illegible]

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

	Patron Activity	37	35	22	27	22	21	37	26	25	27	31	37	347
New Patrons		37	463	462	460	447	452	518	467	478	466	493	520	
Total Unique MVLID Patrons		454												
Total Checkouts	eBooks	1,021	1,073	1,045	932	795	850	1,038	931	903	870	845	1,011	11,752
	eAudiobooks	1,034	957	995	1,015	962	916	986	887	968	934	1,034	992	11,828
	Video	1	-	2	2	1	-	2	-	-	-	1	2	11
	Magazines	309	293	379	361	453	460	501	429	460	444	425	439	4,953

Board Report July 2025

Matthew Harris – Assistant Director – Fairmont City Library Center

Outreach and education:

June 4: Attended Fairmont City City Council meeting

June 10: Attended Latino Roundtable Meeting

June 11: Attended MVLD Finance Committee Meeting

June 16: Attended MVLD Board Meeting

Building and Grounds:

Weeds continue to be pulled and trimmed.

The HVAC units continued to cause issues. We were told a few different issues. We were going to move forward with a different company to inspect the issues, but the bank sent their technician to look at the issue. The issue appears to have been resolved and the A/C is back to working in the entire building.

Programming:

I led the Project Next Generation Field trip to the Made Makerspace STL with 14 young adults assisted by 2 chaperones. Participants learned about multiple things including screen printing and laser engraving. Youth were then free to explore the facility and try their hands at things such as Bloxel programming, stop motion, fashion design, puppet making, and more.

Stats:

June:

Days Open: 24

Door Count: 2994

Computer Users: 294

E-Book Questions: 0

Homebound Delivery: 0

DATE	PROGRAM / EVENT / PROMOTION	# ATTENDED
June	Take and Make Craft Kits	10
June	Video Games	44
6/2/25	Life Size Game Day	37
6/3/25	Retro Gaming Day	10
6/4/25	Garden Club	Canceled
6/5/25	Roll for Art	0
6/6/25	Lego Building Club- Challenge	2
6/9/25	Family Storytime- Fathers Day Theme	0
6/9/25	Minute to Win It	12
6/10/25	Staying Active and Learning About Health	20
6/10/25	Violence Prevention Center	4
6/11/25	Mario Kart Tournament	16
6/12/25	I-CASH Event	4
6/12/25	Cardboard DIY Box Game Crafts	8
6/14/25	Clay Characters and Minis	5
6/16/25	Family Storytime-Beach Day Theme	0
6/16/25	Getting Silly with Science	8
6/17/25	Answers on Aging	3
6/18/25	Garden Club	4
6/20/25	Kids Spectroscope Craft	3
6/20/25	Metro East Every Survivor Counts Table	2
6/21/25	DIY Pixel Art Squishies	1
6/23/25	Family Storytime- Ocean Theme	1
6/23/25	DIY Stomp Rockets	13
6/24/25	Marshmallow Engineering Building Challenge	8
6/24/25	Staying Active and Learning About Health	9
6/25/25	Garden Club	8
6/27/25	Kids Sensory Play	7
6/28/25	Thinking Like a Video Game Designer	0
6/30/25	Family Storytime- 4th of July Theme	4
6/30/25	DIY Bouncy Balls	21
TOTAL		264

Children Ages 0-5 Synchronous in-person onsite program sessions: 5 attendance, 4 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: 165 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: 16 attendance, 2 events

Young Adults Ages 12- 18 Synchronous in-person onsite program: 1 attendance, 1 event

Young Adults Ages 12- 18 Synchronous 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: 44 attendance, 1 event
Adults Ages 19+ Synchronous in-person onsite program: 7 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: 0 attendance, 0 events
General Interests Synchronous in-person onsite program: 16 attendance,6 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: 10 attendance, 1 events

Expense by Vendor Detail

Mississippi Valley Library District

June 2025

TRANSACTION DATE	TRANSACTION TYPE	LINE DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
Amazon Capital Services				
06/06/2025	Bill	books	Materials:Juvenile Print Items	39.98
Total for Amazon Capital Services				\$39.98
AMEREN ILLINOIS				
06/16/2025	Bill	FCLC gas (01149)	Utilities:Natural Gas	82.82
06/16/2025	Bill	FCLC electric (01130)	Utilities:Electricity	690.71
06/16/2025	Bill	CMLC gas (23000)	Utilities:Natural Gas	143.80
06/16/2025	Bill	CMLC electric (04006)	Utilities:Electricity	2,492.81
06/16/2025	Bill	CMLC outdoor parking lot light (60005)	Utilities:Electricity	31.42
06/16/2025	Bill	BH gas (83007)	Utilities:Natural Gas	89.27
06/16/2025	Bill	BH electric (10414)	Utilities:Electricity	200.85
Total for AMEREN ILLINOIS				\$3,731.68
American Express				
06/16/2025	Bill	Misc. office supplies / consumables	Supplies:Office	651.08
06/16/2025	Bill		Utilities:Telephone/Fax	30.00
06/16/2025	Bill	monthly Zoom subscription; Guru Importer monthly subscription	Professional Services:Other Professional Services	27.99
06/16/2025	Bill	misc. supplies	Other Expenditures:Programming	43.26
06/16/2025	Bill	book repair machine; weather alert radio; office chair	Supplies:Equipment	2,122.91
06/16/2025	Bill	video games	Materials:Adult Audio Visual Items	498.57
06/16/2025	Bill	LLs	Supplies:Postage	44.71
06/16/2025	Bill	landscaping supplies	Maintenance Services:Grounds	227.44
06/16/2025	Bill		Other Expenditures:Miscellaneous	154.22
06/16/2025	Bill	kids magazine; replacement Bob books	Materials:Juvenile Print Items	49.86
06/16/2025	Bill	STL Post-Dispatch (monthly cost); magazine renewal	Materials:Adult Print Materials	98.26
06/16/2025	Bill	SRP prizes (FoL donation); play room flooring purchase & install (DAF360giving donation)	Other Expenditures:Donation Expenditures - Des.	5,292.06
06/16/2025	Bill	DVD player & accessories for new kit	Materials:Other Materials	86.14
06/16/2025	Bill	restricted access signs	Maintenance Services:Equipment	23.88
06/16/2025	Bill	legacy/gift brochures printing	Other Expenditures:Grant Expenses:FY2024 Per Capita Grant	118.00

Expense by Vendor Detail

Mississippi Valley Library District

June 2025

TRANSACTION DATE	TRANSACTION TYPE	LINE DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
06/16/2025	Bill	issuance of new treasurer's bond	Other Expenditures:Liability & Building Insurance	1,304.00
Total for American Express				\$10,772.38
Ancel Glink P.C.				
06/16/2025	Bill	May 2025 statement - work on letter to trucking company & museum lease agreement; guidance on potential child abuse situation/reporting & allowable fundraisers	Professional Services:Legal Service	1,659.70
Total for Ancel Glink P.C.				\$1,659.70
Aqua Systems				
06/06/2025	Bill	Invoice # 573833351 monthly rental dated 6/1/2025	Supplies:Office	6.95
06/16/2025	Bill	Invoice # 574269321 bottle exchange dated 6/6/2025	Supplies:Office	29.75
Total for Aqua Systems				\$36.70
Bayscan Technologies				
06/16/2025	Bill	Inv. # 80402 barcode duplicator supplies - blank labels & resin ribbons	Supplies:Office	535.50
Total for Bayscan Technologies				\$535.50
Bethalto Public Library District				
06/27/2025	Bill	Item # 0003101183139 Unexplained & 0003102178096 Minecraft Mega Bite-Size Builds	Other Expenditures:Payments to Other Libraries	32.94
Total for Bethalto Public Library District				\$32.94
Blue Cross / Blue Shield				
06/27/2025	Bill	Health Insurance 7/1/2025 - 8/1/2025	Personnel:Benefits:Health/Dental Insurance	5,998.70
Total for Blue Cross / Blue Shield				\$5,998.70
Breese Public Library				
06/06/2025	Bill	Item # 0002900619715 My Summer Story	Other Expenditures:Payments to Other Libraries	13.00
Total for Breese Public Library				\$13.00
Brian Brown				

Expense by Vendor Detail

Mississippi Valley Library District

June 2025

TRANSACTION DATE	TRANSACTION TYPE	LINE DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
06/16/2025	Bill	May 2025 CM, FC, & BH mowing	Maintenance Services:Grounds	1,020.00
Total for Brian Brown				\$1,020.00
Buildingstars				
06/06/2025	Bill	Invoice # 3499662 BH May 2025 extra cleanings	Maintenance Services:Building	175.00
06/06/2025	Bill	Invoice # 3505512 BH June 2025 cleaning	Maintenance Services:Building	225.00
Total for Buildingstars				\$400.00
Busey Bank				
06/27/2025	Bill	Repairs to FC a/c control boards	Maintenance Services:Building	500.00
Total for Busey Bank				\$500.00
Casey's General Store				
06/03/2025	Expense		Other Expenditures:Vehicles	51.64
06/25/2025	Expense		Other Expenditures:Vehicles	55.00
Total for Casey's General Store				\$106.64
Center Point Large Print				
06/27/2025	Bill	Invoice # 2170153 standing order May 2025	Materials:Adult Print Materials	151.02
Total for Center Point Large Print				\$151.02
Charter Communications				
06/06/2025	Bill	CM & FC fiber internet 50 mbps May 2025 - June 2025	Professional Services:Internet Services	772.00
06/06/2025	Bill	CM elevator emergency phone line May 2025 - June 2025	Utilities:Telephone/Fax	50.00
06/27/2025	Bill	CM & FC fiber internet 50 mbps June 2025 - July 2025	Professional Services:Internet Services	772.00
06/27/2025	Bill	CM elevator emergency phone line June 2025 - July 2025	Utilities:Telephone/Fax	50.00
Total for Charter Communications				\$1,644.00
Consumer Reports				
06/27/2025	Bill	Magazine - 1 year	Materials:Adult Print Materials	32.00
Total for Consumer Reports				\$32.00
Corvus of St. Louis				

Expense by Vendor Detail

Mississippi Valley Library District

June 2025

TRANSACTION DATE	TRANSACTION TYPE	LINE DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
06/06/2025	Bill	Invoice # 506619005-0305 June 2025 CM & FC cleaning - from Building Fund	Maintenance Services:Building	1,103.81
06/06/2025	Bill	Invoice # 506619005-0305 June 2025 CM & FC cleaning - from General Fund	Maintenance Services:Building	1,596.19
Total for Corvus of St. Louis				\$2,700.00
Delta Dental				
06/27/2025	Bill	Dental Insurance July 2025	Personnel:Benefits:Health/Dental Insurance	265.67
Total for Delta Dental				\$265.67
Fairview Heights Public Library				
06/06/2025	Bill	Item # 0001501551640 Keep You Close	Other Expenditures:Payments to Other Libraries	26.00
Total for Fairview Heights Public Library				\$26.00
Glen Carbon Centennial Library				
06/06/2025	Bill	Item # 0004200333930 Quidditch Through the Ages	Other Expenditures:Payments to Other Libraries	3.99
06/06/2025	Bill	Item # 0004201314228 Curious Cases: True Crime for Kids	Other Expenditures:Payments to Other Libraries	14.95
Total for Glen Carbon Centennial Library				\$18.94
Home Depot				
06/13/2025	Expense		Supplies:Equipment	59.91
06/06/2025	Expense		Supplies:Equipment	8.98
06/17/2025	Expense		Maintenance Services:Building	12.74
06/24/2025	Expense		Maintenance Services:Building	197.97
06/30/2025	Expense		Maintenance Services:Building	24.44
06/25/2025	Expense		Maintenance Services:Building	33.92
Total for Home Depot				\$337.96
Illinois American Water				
06/27/2025	Bill	FCCLC water 5/8/2025-6/6/2025	Utilities:Water/Sewer	86.99
Total for Illinois American Water				\$86.99
Illinois Heartland Library System				
06/06/2025	Bill	Invoice # 2025-1419 May 2025 CloudLibrary purchases	Other Expenditures:Grant Expenses:FY2024 Per Capita Grant	230.47

Expense by Vendor Detail

Mississippi Valley Library District

June 2025

TRANSACTION DATE	TRANSACTION TYPE	LINE DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
Total for Illinois Heartland Library System				
Illinois State Police				
06/27/2025	Bill	background checks - employee R. Nicewander	Other Expenditures:Miscellaneous	40.00
Total for Illinois State Police				\$40.00
IMRF				
06/02/2025	Expense		Personnel:Benefits:IMRF	6,731.21
Total for IMRF				\$6,731.21
INGRAM LIBRARY SERVICES				
06/06/2025	Bill	Invoices # 88393019, -020, 88453743, -744, -745, -746, 88477847, -848	Materials:Adult Print Materials	678.31
06/06/2025	Bill	Invoices # 88393021	Materials:Juvenile Print Items	11.64
06/06/2025	Bill	Credit # 015363 unapplied credit	Materials:Adult Print Materials	-2.00
06/16/2025	Bill	Invoices # 88501524, 88596119, -120	Materials:Adult Print Materials	159.33
06/16/2025	Bill	Invoices # 88501525, -526, 88596121	Materials:Juvenile Print Items	169.70
06/27/2025	Bill	Invoices # 88662764, 88721427, -428, -429, -430	Materials:Adult Print Materials	334.15
06/27/2025	Bill	Invoices # 88662765, -766, 88721431, -432	Materials:Juvenile Print Items	78.42
Total for INGRAM LIBRARY SERVICES				\$1,429.55
KANOPI, INC.				
06/06/2025	Bill	Invoice # 454772 - PPU for May 2025 play credits	Materials:Virtual Items	230.00
Total for KANOPI, INC.				\$230.00
Lazerware				
06/06/2025	Bill	Invoice # 6964 - CM May2025	Professional Services:Information Technology	2,859.08
06/06/2025	Bill	Invoice # 6983 - FC May 2025	Professional Services:Information Technology	919.92
06/27/2025	Bill	Invoice # 9009347 remainder of server replacement	Professional Services:Information Technology	9,396.65
Total for Lazerware				\$13,175.65
Niche Academy				

Expense by Vendor Detail

Mississippi Valley Library District

June 2025

TRANSACTION DATE	TRANSACTION TYPE	LINE DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
06/06/2025	Bill	Staff & patron training subscription April 15, 2025 - April 14, 2026	Other Expenditures:Grant Expenses:FY2024 Per Capita Grant	500.00
Total for Niche Academy				\$500.00
OverDrive				
06/06/2025	Bill	Invoice # 02064SV/25173355 May 2025 streaming video	Other Expenditures:Grant Expenses:FY2024 Per Capita Grant	2.99
Total for OverDrive				\$2.99
Peerless Network, Inc.				
06/16/2025	Bill	FC monthly fax fees	Utilities:Telephone/Fax	76.94
06/16/2025	Bill	CM monthly fax fees	Utilities:Telephone/Fax	149.93
Total for Peerless Network, Inc.				\$226.87
Penworthy				
06/27/2025	Bill	Invoice # 0608961-IN: 3 "stay sharp" memory kits	Materials:Other Materials	425.85
Total for Penworthy				\$425.85
Rural King				
06/16/2025	Expense		Maintenance Services:Grounds	57.48
Total for Rural King				\$57.48
St. Louis Post Dispatch				
06/27/2025	Bill	CM subscription Thurs-Sun 6/22/2025 - 8/16/2025	Materials:Adult Print Materials	114.00
Total for St. Louis Post Dispatch				\$114.00
Tettaton Heating and Air Conditioning				
06/16/2025	Bill	Invoice # 25738- another replaced thermostat at FC	Maintenance Services:Building	230.00
Total for Tettaton Heating and Air Conditioning				\$230.00
United States Postal Service				
06/06/2025	Expense		Supplies:Postage	82.35
06/13/2025	Expense		Supplies:Postage	18.31
06/20/2025	Expense		Supplies:Postage	94.15
06/27/2025	Expense		Supplies:Postage	19.73

Expense by Vendor Detail

Mississippi Valley Library District

June 2025

TRANSACTION DATE	TRANSACTION TYPE	LINE DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
06/27/2025	Expense		Supplies:Postage	378.20
Total for United States Postal Service				\$592.74
US Bank Equipment Finance				
06/27/2025	Bill	Invoice # 557872306 - for 6/10/2025 - 7/10/2025 copier leasing	Maintenance Services:Equipment	738.00
Total for US Bank Equipment Finance				\$738.00
Wood River Public Library				
06/27/2025	Bill	Item # 001001573649 The Goodnight Train Libraries	Other Expenditures:Payments to Other Libraries	10.00
Total for Wood River Public Library				\$10.00
06/06/2025	Journal Entry	ER Medicare	Personnel:Benefits:FICA Company	413.35
06/06/2025	Journal Entry	ER OASDI	Personnel:Benefits:FICA Company	1,767.48
06/06/2025	Journal Entry	ER SUTA Illinois	Personnel:Benefits:IL Unemployment Company	167.09
06/06/2025	Journal Entry	Bonus Regular	Personnel:Salaries:Full Time	993.00
06/06/2025	Journal Entry	Holiday	Personnel:Salaries:Full Time	2,160.78
06/06/2025	Journal Entry	Regular	Personnel:Salaries:Full Time	11,776.24
06/06/2025	Journal Entry	Salary	Personnel:Salaries:Full Time	4,750.89
06/06/2025	Journal Entry	Sick	Personnel:Salaries:Full Time	1,223.94
06/06/2025	Journal Entry	Vacation	Personnel:Salaries:Full Time	1,567.75
06/06/2025	Journal Entry	Paid Leave	Personnel:Salaries:Part time	360.00
06/06/2025	Journal Entry	Regular	Personnel:Salaries:Part time	4,992.72
06/06/2025	Journal Entry	Sick	Personnel:Salaries:Part time	276.12
06/06/2025	Journal Entry	Vacation	Personnel:Salaries:Part time	502.50
06/06/2025	Journal Entry	Invoice	Professional Services:Payroll Service	104.09
06/20/2025	Journal Entry	Invoice	Professional Services:Payroll Service	193.69
06/20/2025	Journal Entry	Vacation	Personnel:Salaries:Part time	270.00
06/20/2025	Journal Entry	Sick	Personnel:Salaries:Part time	187.88
06/20/2025	Journal Entry	Regular	Personnel:Salaries:Part time	5,104.61
06/20/2025	Journal Entry	Paid Leave	Personnel:Salaries:Part time	210.00
06/20/2025	Journal Entry	Vacation	Personnel:Salaries:Full Time	1,225.13
06/20/2025	Journal Entry	Sick	Personnel:Salaries:Full Time	450.70

Expense by Vendor Detail

Mississippi Valley Library District

June 2025

TRANSACTION DATE	TRANSACTION TYPE	LINE DESCRIPTION	ACCOUNT FULL NAME	AMOUNT
06/20/2025	Journal Entry	Salary	Personnel:Salaries:Full Time	5,242.99
06/20/2025	Journal Entry	Regular	Personnel:Salaries:Full Time	14,452.90
06/20/2025	Journal Entry	Overtime	Personnel:Salaries:Full Time	14.59
06/20/2025	Journal Entry	ER SUTA Illinois	Personnel:Benefits:IL Unemployment Company	154.18
06/20/2025	Journal Entry	ER OASDI	Personnel:Benefits:FICA Company	1,677.83
06/20/2025	Journal Entry	ER Medicare	Personnel:Benefits:FICA Company	392.42
Total for --				\$60,632.87

Profit and Loss

Mississippi Valley Library District

June 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
Charges for Services	0
Fax	260.80
Printing/Copying	990.66
Total for Charges for Services	\$1,251.46
Fines & Forfeitures	0
Fines	40.20
Lost or Damaged Books/Inhouse	197.90
Total for Fines & Forfeitures	\$238.10
Other Revenues	0
Donations - Des & Undes	14.51
Interest Income	4,270.93
Miscellaneous	0.52
Reimbursements Other libraries	68.00
Rental Income	0
Blum House Rental	470.55
Collinsville Rooms	50.00
FC Rooms	97.25
Total for Rental Income	\$617.80
Sale of Items	384.34
Total for Other Revenues	\$5,356.10
Taxes	0
Audit	24.09
Building Maintenance	489.79
FICA/Medicare	165.94
IMRF	91.00
Liability Insurance	219.47
Property Tax	3,532.87
Total for Taxes	\$4,523.16
Total for Income	\$11,368.82
Cost of Goods Sold	
Gross Profit	\$11,368.82
Expenses	
Maintenance Services	0
Building	4,099.07
Equipment	761.88
Grounds	1,304.92
Total for Maintenance Services	\$6,165.87
Materials	0
Adult Audio Visual Items	498.57

Profit and Loss
Mississippi Valley Library District
June 2025

DISTRIBUTION ACCOUNT	TOTAL
Adult Print Materials	1,565.07
Juvenile Print Items	349.60
Other Materials	511.99
Virtual Items	230.00
Total for Materials	\$3,155.23
Other Expenditures	0
Donation Expenditures - Des.	5,292.06
Grant Expenses	0
FY2024 Per Capita Grant	851.46
Total for Grant Expenses	\$851.46
Liability & Building Insurance	1,304.00
Miscellaneous	194.22
Payments to Other Libraries	100.88
Programming	43.26
Vehicles	106.64
Total for Other Expenditures	\$7,892.52
Personnel	0
Benefits	0
FICA Company	4,251.08
Health/Dental Insurance	6,264.37
IL Unemployment Company	321.27
IMRF	6,731.21
Total for Benefits	\$17,567.93
Salaries	0
Full Time	43,858.91
Part time	11,903.83
Total for Salaries	\$55,762.74
Total for Personnel	\$73,330.67
Professional Services	0
Information Technology	13,175.65
Internet Services	1,544.00
Legal Service	1,659.70
Other Professional Services	27.99
Payroll Service	297.78
Total for Professional Services	\$16,705.12
Supplies	0
Equipment	2,191.80
Office	1,223.28
Postage	637.45
Total for Supplies	\$4,052.53

Profit and Loss
Mississippi Valley Library District
June 2025

DISTRIBUTION ACCOUNT	TOTAL
Utilities	0
Electricity	3,415.79
Natural Gas	315.89
Telephone/Fax	356.87
Water/Sewer	86.99
Total for Utilities	\$4,175.54
Total for Expenses	\$115,477.48
Net Operating Income	-\$104,108.66
Other Income	
Other Expenses	
Net Other Income	0
Net Income	-\$104,108.66

Balance Sheet
Mississippi Valley Library District
As of June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Checking	113,082.22
IL Funds - Audit	9,197.19
IL Funds - Building	496.39
IL Funds - FICA	51,886.04
IL Funds - General	567,147.16
IL Funds - Gift	27,764.16
IL Funds - IMRF	72,167.75
IL Funds - Insurance	97,783.03
IL Funds - Reserve	40,518.21
IL Funds - Working Cash	236,074.69
Suspense	
Total for Bank Accounts	\$1,216,116.84
Accounts Receivable	
Other Current Assets	
Petty Cash	100.00
Prepaid Insurance	17,255.45
Total for Other Current Assets	\$17,355.45
Total for Current Assets	\$1,233,472.29
Fixed Assets	
Other Assets	
Miscellaneous Accounts Rec.	
Taxes Receivable	864,041.62
Total for Other Assets	\$864,041.62
Total for Assets	\$2,097,513.91

Balance Sheet

Mississippi Valley Library District

As of June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	6,676.31
Total for Accounts Payable	\$6,676.31
Credit Cards	
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
Health/Dental Insurance	342.47
II Withhold	-807.73
IMRF - Payable	211,764.44
Liberty National	11,170.10
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 for Payroll Liabilities	\$228,911.60
Total for Other Current Liabilities	\$1,269,216.80
Total for Current Liabilities	\$1,275,893.11
Long-term Liabilities	
Total for Liabilities	\$1,275,893.11
Equity	
Retained Earnings	859,304.61
Net Income	-51,723.07
Opening Bal Equity	14,039.26
Total for Equity	\$821,620.80
Total for Liabilities and Equity	\$2,097,513.91

Mississippi Valley Library District

IL Funds - Gift Ending Balance: \$27,673.92

Date	Ref No. Type	Payee Account	Memo	Class Location	Payment	Deposit	Stat Auto	Balance
06/30/2025	INTEREST	Other Revenues:Interest Income	Interest Earned			\$111.57	R	\$27,764.16
06/16/2025	Deposit		SRP prizes (FoL donation); play room flooring & installation (DAF360giving donation)		\$5,292.06		R	\$27,652.59
05/31/2025	INTEREST	Checking	Interest Earned			\$87.26	R	\$32,944.65
05/29/2025	Deposit	Other Revenues:Interest Income	checks paid 5/29/2025		\$24.70		R	\$32,857.39
05/28/2025	Transfer	Checking	\$10.00 min balance for keeping Busey acct open; \$0.08 FY2021 interest not previously transferred		\$10.08		R	\$32,882.09
05/28/2025	Transfer	Checking	from Julianna Gruber - for genealogy		\$100.00		R	\$32,892.17
05/19/2025	Transfer	Checking	printing of bookmark contest winners - from FoL 2025 SRP donation		\$141.50		R	\$32,792.17
05/13/2025	Transfer	Checking	gifts received 4/28/2025 - 5/10/2025		\$21,296.00		R	\$32,933.67
04/30/2025	Transfer	Checking	checks dated 4/29/2025 - for Pan fountain (\$19.79 AmEx) and SRP (\$375.00 Foam & Flight and \$37.50 iREAD)		\$432.29		R	\$11,637.67
04/30/2025	INTEREST	Checking	Interest Earned			\$41.50	R	\$12,069.96
04/29/2025	Deposit	Other Revenues:Interest Income	yearbook fundraiser transfer for cash sales for 3/27 (x2), 3/29 (x 4), 4/1 (x 2), 4/2, 4/7, 4/8, 4/10, & 4/11		\$390.00		R	\$12,028.46
04/29/2025	Transfer	IL Funds - General	yearbook fundraiser transfers for c.c. payments 3/26, 3/27, 3/29, & 4/17 (x2)		\$233.72		R	\$11,638.46
04/03/2025	Transfer	Checking	cash/check portion of 3/22/2025 Puzzle Race Fundraiser		\$449.00		R	\$11,404.74
04/03/2025	Transfer	IL Funds - General	credit card portion of 3/22/2025 Puzzle Race Fundraiser		\$300.00		R	\$10,955.74
03/31/2025	INTEREST	Checking	Interest Earned			\$39.78	R	\$10,655.74

Date	Ref No. Type	Payee Account	Memo	Class Location	Payment	Deposit	Stat Auto	Balance
03/17/2025	Deposit	Other Revenues:Interest Income	3/16/2025 capital needs donation from Jeffrey May			\$100.00	R	\$10,615.96
02/28/2025	Transfer	Checking	Interest Earned			\$43.17	R	\$10,515.96
02/27/2025	Deposit	Other Revenues:Interest Income	Bills paid 2/27/2025 - 16 donations for capital needs for elevator down payment		\$2,325.97		R	\$10,472.79
02/24/2025	Transfer	Checking	2/12/2025 K. Waltermire & 2/22/2025 FoL			\$237.00	R	\$12,798.76
01/31/2025	Transfer	Checking	1/24/2025 L. Dassow capital needs donation			\$50.00	R	\$12,561.76
01/31/2025	Transfer	Checking	Interest Earned			\$48.64	R	\$12,511.76
01/31/2025	INTEREST							
	Deposit	Other Revenues:Interest Income						
01/30/2025	Deposit	Other Revenues:Interest Income						
01/30/2025	Transfer	Checking	Interest Earned			\$7.19	R	\$12,463.12
01/21/2025	Transfer	Checking	donation from E. Janel Dyer for book donation, plus remaining \$0.05		\$40.00		R	\$12,455.93
01/14/2025	Transfer	IL Funds - General						
01/14/2025	Transfer	Checking	correction to over-transfer on 1/9/2024			\$7.19	R	\$12,495.93
01/14/2025	Transfer	Checking				\$0.62	R	\$12,503.12
01/13/2025	Transfer	Checking	Reversal of over-transfer (donation fees) from 12/10/24 Gift Fund transfer		\$35.15		R	\$12,502.50
01/13/2025	Transfer	Checking	Tienda El Maguey donation, for Ballet Ollin performance on 10/12/2024		\$150.00		R	\$12,537.65
01/13/2025	Transfer	Checking						
12/31/2024	INTEREST		Interest Earned			\$44.96	R	\$12,687.65
	Deposit	Other Revenues:Interest Income						
12/26/2024	Deposit	Other Revenues:Interest Income	12/7 FoL capital needs donation f/ book sale; 12/8-12/21 deposit 2 capital needs donations & FoL StoryWalk donation			\$1,097.00	R	\$12,642.69
12/10/2024	Transfer	Checking	11 capital needs donations 11/27-12/3/2024			\$1,295.00	R	\$11,545.69
12/06/2024	Transfer	Checking	IL Funds' interest calc. error reversal	Gift	\$2.66		R	\$10,250.69
12/06/2024	Expense	Illinois Funds						
	Expense	Other Revenues:Interest Income						
11/30/2024	INTEREST		Interest Earned			\$42.90	R	\$10,253.35

Date	Ref No. Type	Payee Account	Memo	Class Location	Payment Deposit	Stat Auto	Balance
10/31/2024	INTEREST	Other Revenues:Interest Income	Interest Earned		\$42.10	R	\$10,210.45
10/29/2024	Deposit	Other Revenues:Interest Income	Tienda El Maguey donation		\$150.00	R	\$10,168.35
10/07/2024	Transfer	Checking	9/11/2024 Cathy Boulanger for FC garden club		\$20.00	R	\$10,018.35
10/04/2024	Transfer	Checking	from FoL for capital needs		\$77.00	R	\$9,998.35
09/30/2024	INTEREST	Checking	Interest Earned		\$39.55	R	\$9,921.35
09/09/2024	Deposit	Other Revenues:Interest Income	FoL donation for Story/Walk posts		\$2,000.00	R	\$9,881.80
08/31/2024	INTEREST	Checking	Interest Earned		\$35.74	R	\$7,881.80
08/12/2024	Deposit	Other Revenues:Interest Income	from Sherri Blair, for genealogy		\$20.00	R	\$7,846.06
07/31/2024	INTEREST	Checking	Interest Earned		\$36.36	R	\$7,826.06
07/22/2024	Deposit	Other Revenues:Interest Income	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	Checking	FY2024 Gift Fund interest		\$245.61	R	\$8,689.13
07/02/2024	Transfer	IL Funds - General	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
	Transfer	Checking					

Mississippi Valley Library District

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

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Charges for Services				
Fax	3,469.73	3,450.00	19.73	100.57 %
Non-resident Fees		82.00	-82.00	
Printing/Copying	11,449.33	10,500.00	949.33	109.04 %
Total Charges for Services	14,919.06	14,032.00	887.06	106.32 %
Fines & Forfeitures				
Fines	217.36	500.00	-282.64	43.47 %
Lost or Damaged Books/Inhouse	2,474.90	2,300.00	174.90	107.60 %
Total Fines & Forfeitures	2,692.26	2,800.00	-107.74	96.15 %
Intergovernment Revenue				
E-Rate	4,936.26	15,000.00	-10,063.74	32.91 %
Grants				
FY2024 Per Capita Grant	49,125.29	49,125.29	0.00	100.00 %
FY2024 PNG Grant	2,598.89	2,598.89	0.00	100.00 %
FY2025 PNG Grant	8,285.85	11,709.00	-3,423.15	70.76 %
Other Grants	900.00	5,000.00	-4,100.00	18.00 %
Total Grants	60,910.03	68,433.18	-7,523.15	89.01 %
Replacement Tax	43,561.81	45,000.00	-1,438.19	96.80 %
TIF Funds		0.00	0.00	
Total Intergovernment Revenue	109,408.10	128,433.18	-19,025.08	85.19 %
Other Revenues				
COBRA Reimbursements	6,084.09	6,084.09	0.00	100.00 %
Donations - Des & Undes	31,837.28	20,000.00	11,837.28	159.19 %
Interest Income	69,276.62	82,000.00	-12,723.38	84.48 %
Miscellaneous	1,251.13	1,600.00	-348.87	78.20 %
Property License Agreements	15,000.00	15,001.00	-1.00	99.99 %
Reimbursements Other libraries	2,758.91	2,700.00	58.91	102.18 %
Rental Income				
Blum House Rental	11,847.14	16,000.00	-4,152.86	74.04 %
Collinsville Rooms	3,121.74	3,200.00	-78.26	97.55 %
FC Pavilion		100.00	-100.00	
FC Rooms	97.25	100.00	-2.75	97.25 %
Total Rental Income	15,066.13	19,400.00	-4,333.87	77.66 %
Sale of Items	4,675.93	5,000.00	-324.07	93.52 %
Sale of Short Street Lot		12,000.00	-12,000.00	
Sale of Vehicle	4,409.33	4,409.33	0.00	100.00 %
Total Other Revenues	150,359.42	168,194.42	-17,835.00	89.40 %
Taxes				
Audit	7,723.68	7,665.56	58.12	100.76 %
Building Maintenance	119,835.43	117,931.73	1,903.70	101.61 %
FICA/Medicare	57,271.85	56,607.23	664.62	101.17 %

Mississippi Valley Library District

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

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
IMRF	57,838.63	57,196.89	641.74	101.12 %
Liability Insurance	81,707.62	80,783.23	924.39	101.14 %
Property Tax	872,958.25	862,080.92	10,877.33	101.26 %
Total Taxes	1,197,335.46	1,182,265.56	15,069.90	101.27 %
Total Income	\$1,474,714.30	\$1,495,725.16	\$ -21,010.86	98.60 %
GROSS PROFIT	\$1,474,714.30	\$1,495,725.16	\$ -21,010.86	98.60 %
Expenses				
Maintenance Services				
Building	142,682.71	130,000.00	12,682.71	109.76 %
Elevator Repairs/ Modernization	65,024.03	90,000.00	-24,975.97	72.25 %
Equipment	10,888.63	12,000.00	-1,111.37	90.74 %
Grounds	14,356.49	16,000.00	-1,643.51	89.73 %
Total Maintenance Services	232,951.86	248,000.00	-15,048.14	93.93 %
Materials				
Adult Audio Visual Items	10,057.13	11,000.00	-942.87	91.43 %
Adult Print Materials	26,729.89	27,000.00	-270.11	99.00 %
Juvenile Audio Visual Items	1,222.62	2,000.00	-777.38	61.13 %
Juvenile Print Items	4,044.54	4,500.00	-455.46	89.88 %
Online Databases	4,036.06	10,000.00	-5,963.94	40.36 %
Other Materials	1,312.96	1,250.00	62.96	105.04 %
Virtual Items	8,528.97	8,500.00	28.97	100.34 %
Total Materials	55,932.17	64,250.00	-8,317.83	87.05 %
Other Expenditures				
Donation Expenditures - Des.	9,499.49	15,000.00	-5,500.51	63.33 %
Grant Expenses				
FY2024 Per Capita Grant	49,125.29	49,125.29	0.00	100.00 %
FY2025 PNG Grant	9,979.80	11,709.00	-1,729.20	85.23 %
Other Grants	900.00	5,000.00	-4,100.00	18.00 %
Total Grant Expenses	60,005.09	65,834.29	-5,829.20	91.15 %
Liability & Building Insurance	28,243.84	26,779.84	1,464.00	105.47 %
Miscellaneous	2,406.08	5,500.00	-3,093.92	43.75 %
Payments to Other Libraries	756.51	1,350.00	-593.49	56.04 %
Programming	6,545.00	7,000.00	-455.00	93.50 %
Vehicles	2,091.12	3,000.00	-908.88	69.70 %
Total Other Expenditures	109,547.13	124,464.13	-14,917.00	88.02 %
Personnel				
Benefits				
FICA Company	53,568.59	59,000.00	-5,431.41	90.79 %
Health/Dental Insurance	94,790.02	96,000.00	-1,209.98	98.74 %
IL Unemployment Company	6,952.10	12,000.00	-5,047.90	57.93 %
IMRF	82,553.09	80,000.00	2,553.09	103.19 %
Total Benefits	237,863.80	247,000.00	-9,136.20	96.30 %

Mississippi Valley Library District

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

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Salaries				
Full Time	554,422.99	550,000.00	4,422.99	100.80 %
Part time	148,162.43	195,000.00	-46,837.57	75.98 %
Total Salaries	702,585.42	745,000.00	-42,414.58	94.31 %
Total Personnel	940,449.22	992,000.00	-51,550.78	94.80 %
Professional Development				
Dues	846.67	500.00	346.67	169.33 %
Training/Tuition	957.00	1,000.00	-43.00	95.70 %
Travel Expenses	382.56	1,500.00	-1,117.44	25.50 %
Total Professional Development	2,186.23	3,000.00	-813.77	72.87 %
Professional Services				
Audit	8,650.00	8,650.00	0.00	100.00 %
Information Technology	62,743.54	55,000.00	7,743.54	114.08 %
Internet Services	10,036.00	10,000.00	36.00	100.36 %
Legal Service	10,675.45	5,000.00	5,675.45	213.51 %
Other Professional Services	2,556.66	7,000.00	-4,443.34	36.52 %
Payroll Service	4,589.17	5,100.00	-510.83	89.98 %
Publishing	1,581.15	2,200.00	-618.85	71.87 %
Total Professional Services	100,831.97	92,950.00	7,881.97	108.48 %
Supplies				
Equipment	5,111.57	10,000.00	-4,888.43	51.12 %
Office	12,475.30	12,000.00	475.30	103.96 %
Postage	3,942.49	3,900.00	42.49	101.09 %
Total Supplies	21,529.36	25,900.00	-4,370.64	83.12 %
Utilities				
Electricity	46,273.87	52,000.00	-5,726.13	88.99 %
Natural Gas	8,609.28	7,500.00	1,109.28	114.79 %
Telephone/Fax	3,854.00	4,000.00	-146.00	96.35 %
Water/Sewer	4,272.28	4,500.00	-227.72	94.94 %
Total Utilities	63,009.43	68,000.00	-4,990.57	92.66 %
Total Expenses	\$1,526,437.37	\$1,618,564.13	\$ -92,126.76	94.31 %
NET OPERATING INCOME	\$ -51,723.07	\$ -122,838.97	\$71,115.90	42.11 %
NET INCOME	\$ -51,723.07	\$ -122,838.97	\$71,115.90	42.11 %

Mississippi Valley Library District

Profit and Loss Comparison

July 2024 - June 2025

	TOTAL				
	JUL 2024 - JUN 2025	JUL 2023 - JUN 2024 (PP)	CHANGE	% CHANGE	JUL 2023 - JUN 2024 (PY YTD)
Income					
Charges for Services					
Fax	3,469.73	3,545.11	-75.38	-2.13 %	3,545.11
Non-resident Fees		81.00	-81.00	-100.00 %	81.00
Printing/Copying	11,449.33	11,057.93	391.40	3.54 %	11,057.93
Total Charges for Services	14,919.06	14,684.04	235.02	1.60 %	14,684.04
Fines & Forfeitures					
Fines	217.36	460.30	-242.94	-52.78 %	460.30
Lost or Damaged Books/Inhouse	2,474.90	2,503.37	-28.47	-1.14 %	2,503.37
Total Fines & Forfeitures	2,692.26	2,963.67	-271.41	-9.16 %	2,963.67
Intergovernment Revenue					
E-Rate	4,936.26	9,551.00	-4,614.74	-48.32 %	9,551.00
Grants					
FY2023 Per Capita Grant		48,794.48	-48,794.48	-100.00 %	48,794.48
FY2023 PNG Grant		2,572.05	-2,572.05	-100.00 %	2,572.05
FY2024 Per Capita Grant	49,125.29		49,125.29		
FY2024 PNG Grant	2,598.89	3,875.11	-1,276.22	-32.93 %	3,875.11
FY2025 PNG Grant	8,285.85		8,285.85		
Other Grants	900.00	4,934.11	-4,034.11	-81.76 %	4,934.11
Total Grants	60,910.03	60,175.75	734.28	1.22 %	60,175.75
Replacement Tax	43,561.81	55,329.42	-11,767.61	-21.27 %	55,329.42
Total Intergovernment Revenue	109,408.10	125,056.17	-15,648.07	-12.51 %	125,056.17
Other Revenues					
COBRA Reimbursements	6,084.09	16,718.40	-10,634.31	-63.61 %	16,718.40
Donations - Des & Undes	31,837.28	12,031.27	19,806.01	164.62 %	12,031.27
Interest Income	69,276.62	30,723.26	38,553.36	125.49 %	30,723.26
Miscellaneous	1,251.13	1,445.77	-194.64	-13.46 %	1,445.77
Property License Agreements	15,000.00	15,000.00	0.00	0.00 %	15,000.00
Reimbursements Other libraries	2,758.91	1,334.08	1,424.83	106.80 %	1,334.08
Rental Income					
Blum House Rental	11,847.14	15,190.65	-3,343.51	-22.01 %	15,190.65
Collinsville Rooms	3,121.74	2,583.52	538.22	20.83 %	2,583.52
FC Pavilion		675.00	-675.00	-100.00 %	675.00
FC Rooms	97.25	50.00	47.25	94.50 %	50.00
Total Rental Income	15,066.13	18,499.17	-3,433.04	-18.56 %	18,499.17
Sale of Items	4,675.93	5,106.68	-430.75	-8.44 %	5,106.68
Sale of Vehicle	4,409.33		4,409.33		
Total Other Revenues	150,359.42	100,858.63	49,500.79	49.08 %	100,858.63
Taxes					
Audit	7,723.68	8,402.81	-679.13	-8.08 %	8,402.81
Building Maintenance	119,835.43	114,631.45	5,203.98	4.54 %	114,631.45
FICA/Medicare	57,271.85	54,322.17	2,949.68	5.43 %	54,322.17
IMRF	57,838.63	40,473.49	17,365.14	42.90 %	40,473.49
Liability Insurance	81,707.62	59,925.67	21,781.95	36.35 %	59,925.67
Property Tax	872,958.25	856,389.26	16,568.99	1.93 %	856,389.26
Total Taxes	1,197,335.46	1,134,144.85	63,190.61	5.57 %	1,134,144.85
Total Income	\$1,474,714.30	\$1,377,707.36	\$97,006.94	7.04 %	\$1,377,707.36
GROSS PROFIT	\$1,474,714.30	\$1,377,707.36	\$97,006.94	7.04 %	\$1,377,707.36

Mississippi Valley Library District

Profit and Loss Comparison

July 2024 - June 2025

	TOTAL				
	JUL 2024 - JUN 2025	JUL 2023 - JUN 2024 (PP)	CHANGE	% CHANGE	JUL 2023 - JUN 2024 (PY YTD)
Expenses					
Maintenance Services					
Building	142,682.71	115,628.67	27,054.04	23.40 %	115,628.67
Elevator Repairs/ Modernization	65,024.03		65,024.03		
Equipment	10,888.63	9,322.27	1,566.36	16.80 %	9,322.27
Grounds	14,356.49	12,435.16	1,921.33	15.45 %	12,435.16
Total Maintenance Services	232,951.86	137,386.10	95,565.76	69.56 %	137,386.10
Materials					
Adult Audio Visual Items	10,057.13	10,428.13	-371.00	-3.56 %	10,428.13
Adult Print Materials	26,729.89	30,252.58	-3,522.69	-11.64 %	30,252.58
Juvenile Audio Visual Items	1,222.62	2,106.61	-883.99	-41.96 %	2,106.61
Juvenile Print Items	4,044.54	3,785.10	259.44	6.85 %	3,785.10
Online Databases	4,036.06	7,701.93	-3,665.87	-47.60 %	7,701.93
Other Materials	1,312.96	1,766.73	-453.77	-25.68 %	1,766.73
Virtual Items	8,528.97	3,166.74	5,362.23	169.33 %	3,166.74
Total Materials	55,932.17	59,207.82	-3,275.65	-5.53 %	59,207.82
Other Expenditures					
Donation Expenditures - Des.	9,499.49	12,070.78	-2,571.29	-21.30 %	12,070.78
Grant Expenses					
FY2023 Per Capita Grant		48,794.48	-48,794.48	-100.00 %	48,794.48
FY2024 Per Capita Grant	49,125.29		49,125.29		
FY2024 PNG Grant		6,474.00	-6,474.00	-100.00 %	6,474.00
FY2025 PNG Grant	9,979.80		9,979.80		
Other Grants	900.00	4,934.11	-4,034.11	-81.76 %	4,934.11
Total Grant Expenses	60,005.09	60,202.59	-197.50	-0.33 %	60,202.59
Liability & Building Insurance	28,243.84	24,766.48	3,477.36	14.04 %	24,766.48
Miscellaneous	2,406.08	5,158.78	-2,752.70	-53.36 %	5,158.78
Payments to Other Libraries	756.51	1,161.50	-404.99	-34.87 %	1,161.50
Programming	6,545.00	3,691.38	2,853.62	77.30 %	3,691.38
Vehicles	2,091.12	4,406.22	-2,315.10	-52.54 %	4,406.22
Total Other Expenditures	109,547.13	111,457.73	-1,910.60	-1.71 %	111,457.73
Personnel					
Benefits					
FICA Company	53,568.59	49,579.35	3,989.24	8.05 %	49,579.35
Health/Dental Insurance	94,790.02	85,707.25	9,082.77	10.60 %	85,707.25
IL Unemployment Company	6,952.10	7,086.53	-134.43	-1.90 %	7,086.53
IMRF	82,553.09	79,463.17	3,089.92	3.89 %	79,463.17
Total Benefits	237,863.80	221,836.30	16,027.50	7.22 %	221,836.30
Salaries					
Full Time	554,422.99	503,835.08	50,587.91	10.04 %	503,835.08
Part time	148,162.43	146,267.31	1,895.12	1.30 %	146,267.31
Total Salaries	702,585.42	650,102.39	52,483.03	8.07 %	650,102.39
Total Personnel	940,449.22	871,938.69	68,510.53	7.86 %	871,938.69
Professional Development					
Dues	846.67	520.00	326.67	62.82 %	520.00
Training/Tuition	957.00		957.00		
Travel Expenses	382.56		382.56		
Total Professional Development	2,186.23	520.00	1,666.23	320.43 %	520.00

Mississippi Valley Library District

Profit and Loss Comparison

July 2024 - June 2025

	TOTAL				
	JUL 2024 - JUN 2025	JUL 2023 - JUN 2024 (PP)	CHANGE	% CHANGE	JUL 2023 - JUN 2024 (PY YTD)
Professional Services					
Audit	8,650.00	8,360.00	290.00	3.47 %	8,360.00
Information Technology	62,743.54	47,118.69	15,624.85	33.16 %	47,118.69
Internet Services	10,036.00	9,907.30	128.70	1.30 %	9,907.30
Legal Service	10,675.45	1,560.00	9,115.45	584.32 %	1,560.00
Other Professional Services	2,556.66	4,035.49	-1,478.83	-36.65 %	4,035.49
Payroll Service	4,589.17	4,092.86	496.31	12.13 %	4,092.86
Publishing	1,581.15	1,182.60	398.55	33.70 %	1,182.60
Total Professional Services	100,831.97	76,256.94	24,575.03	32.23 %	76,256.94
Supplies					
Equipment	5,111.57	7,836.72	-2,725.15	-34.77 %	7,836.72
Office	12,475.30	11,100.59	1,374.71	12.38 %	11,100.59
Postage	3,942.49	3,981.86	-39.37	-0.99 %	3,981.86
Total Supplies	21,529.36	22,919.17	-1,389.81	-6.06 %	22,919.17
Unapplied Cash Bill Payment Expense		0.00	0.00		0.00
Utilities					
Electricity	46,273.87	45,264.62	1,009.25	2.23 %	45,264.62
Natural Gas	8,609.28	6,587.30	2,021.98	30.70 %	6,587.30
Telephone/Fax	3,854.00	4,055.85	-201.85	-4.98 %	4,055.85
Water/Sewer	4,272.28	2,762.95	1,509.33	54.63 %	2,762.95
Total Utilities	63,009.43	58,670.72	4,338.71	7.40 %	58,670.72
Total Expenses	\$1,526,437.37	\$1,338,357.17	\$188,080.20	14.05 %	\$1,338,357.17
NET OPERATING INCOME	\$ -51,723.07	\$39,350.19	\$ -91,073.26	-231.44 %	\$39,350.19
NET INCOME	\$ -51,723.07	\$39,350.19	\$ -91,073.26	-231.44 %	\$39,350.19

Date: 7/01/2025

Change Order: 33584 - Rev 1

Construction/Mod Department Change Order Proposal

NAME OF PROJECT: Hydraulic Jack Replacement and Upgrades

ORIGINAL QUOTE NUMBER: 28471-3

CUSTOMER PO:

EQUIPMENT LOCATION:

Only Elevator
408 West Main Street
Collinsville, IL 62234

ELEVATOR DESCRIPTION:

Elevator ID: H019097
Description: Only Elevator

CHANGE REQUESTOR:

Change Order Information

Describe the change being requested:

Change Order

The original scope was to abandon the underground pipe and core drill new holes into the vestibule area and then into the hoistway above the door frame. Turns out the second stop sill support is to close to where we would need to core drill. That is the part that anchors into the building and supports the tracks and jambs.

Additional time and material to excavate underground lines, back fill, and pour new concrete.

\$260.00/hour

Change Order Proposal Cost Total:

\$16,932.46

Effect on Agreement: Reference is made to FQT:28471-3, dated as of 1st day of July, 2025 (the "Agreement"), between MISSISSIPPI VALLEY LIBRARY DISTRICT ("Owner"), and Minnesota Elevator, Inc. ("MEI"). Capitalized terms used but not defined herein shall have the meanings set forth in the Agreement. Except as specifically modified in this Change Order, the Agreement between MISSISSIPPI VALLEY LIBRARY DISTRICT and MEI shall remain unmodified and in full force and effect.

Change Order Approval: This Change Order is not valid until signed by MISSISSIPPI VALLEY LIBRARY DISTRICT and MEI. The undersigned represents and warrants that he or she is an authorized representative of the party for which he or she is signing, with all necessary right, authority and power to bind such party to the terms of this Change Order.

(OWNER)

Approved by Authorized Representative

Signed: _____

Date: _____

Print Name: _____

Title: _____

Phone: _____

Email: _____

Name of Company: _____

Accepted by:

MEI Total Elevator Solutions

Approved by Authorized Representative

Signed: _____

Date: _____

Print Name: Corey Cox

Title: Account Manager

Phone: 314-312-1795

Email: corey.cox@meiusa.com



MEI

TOTAL ELEVATOR SOLUTIONS

St. Louis Office
10 Kimler Dr Suite E
Maryland Heights, MO 63043
Phone: (314)282-8250 Fax: (314)282-2801
www.meiusa.com

Date: 7/01/2025

Change Order: 33584 - Rev 1

Customer Purchase Order: _____

☐ Principal, Owner or Authorized Representative or Owner

☐ Agent: _____
(Name of Principal or Owner)

DRAFT POLICY FREEDOM OF INFORMATION ACT

Bolded = new language

~~Strikethrough~~ = removed language

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

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

The total amount of our operating budget for ~~FY2025~~ **FY2026** is: ~~\$1,493,881.70~~ **\$1,463,345.48**. Funding sources are property and personal property replacement taxes, grants, charges, and donations. Tax levies are:

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

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

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

Members are:

- Jeanne Lomax, President
- ~~Ginny York~~, **Kelly Balaco-Reeder**, Vice-President
- ~~Lisa McCormick~~, **Ginny York**, Secretary
- ~~Cathy Kulupka~~, **Ian Ashcraft**, Treasurer
- ~~Mark Schusky~~ **Cathy Kulupka**, Trustee
- Kathy Murphy, Trustee
- Ana Romero-Lizana, Trustee

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



**ORDINANCE NO. 26-01
BUDGET AND APPROPRIATIONS ORDINANCE**

**ANNUAL BUDGET AND APPROPRIATIONS ORDINANCE FOR THE MISSISSIPPI VALLEY LIBRARY DISTRICT
OF THE COUNTIES OF MADISON AND ST. CLAIR, STATE OF ILLINOIS
FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 AND ENDING JUNE 30, 2026**

WHEREAS, the Board of Trustees of the Mississippi Valley Library District, of the Counties of Madison and St. Clair, State of Illinois, has prepared or caused to be prepared a tentative form of the Annual Budget and Appropriation for said Public Library District for the fiscal year beginning July 1, 2025 and ending June 30, 2026 and the same has been conveniently available for public inspection for at least thirty (30) days prior to final action thereon; and

WHEREAS, a public hearing was held as to such Annual Budget and Appropriation Ordinance on September 15, 2025, notice of which was given at least thirty (30) days prior thereto by publishing notice thereof in a newspaper of general circulation in the Mississippi Valley Library District; and

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

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

Section 1: That the following sums, or so much thereof as by law may be authorized, be and the same are hereby budgeted, set aside and appropriated for the specified Library Purposes for the fiscal year beginning July 1, 2025 and ending June 30, 2026; and the objects and purposes for which said appropriations are made, and the amounts thereby appropriated are as follows; to-wit:

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

- | | | |
|----|---|------------|
| 1. | For personnel salaries | \$ 800,000 |
| 2. | For health insurance benefits | \$ 95,000 |
| 3. | For state unemployment insurance | \$ 15,000 |
| 4. | For Illinois Municipal Retirement Fund (Employee) | \$ 45,000 |
| 5. | For maintenance services | \$ 60,000 |
| 6. | For professional services | |
| a. | Internet services | \$ 13,000 |
| b. | Info. technology | \$ 70,000 |

c.	Payroll service	\$ 7,000	
d.	Publishing	\$ 3,000	
e.	Other prof. services	\$ 10,000	
			\$ 103,000
7.	For professional development		\$ 5,000
8.	For utilities		
a.	Electricity	\$ 65,000	
b.	Natural gas	\$ 11,000	
c.	Telephone/Fax	\$ 6,000	
d.	Water/sewer	\$ 6,000	
			\$ 88,000
9.	For supplies (office/building/equipment)		\$ 27,000
10.	For postage		\$ 5,000
11.	For materials		
a.	Adult print items	\$ 35,000	
b.	Adult audio/visual	\$ 15,000	
c.	Online databases	\$ 15,000	
d.	Juvenile print items	\$ 7,000	
e.	Juvenile audio/visual	\$ 3,000	
f.	Virtual	\$ 16,000	
g.	Other materials	\$ 3,000	
			\$ 94,000
12.	For grant expenses		\$ 85,000
13.	For payments to other libraries		\$ 2,500
14.	Programming		\$ 10,000
15.	For vehicles		\$ 5,000
16.	For miscellaneous expenses		\$ 10,000
		TOTAL	\$ 1,449,500

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

Social Security and Medicare Taxes (Employer)	\$ 70,000
TOTAL	\$ 70,000

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

Illinois Municipal Retirement Fund (Employer)	\$ 75,000	
	TOTAL	\$ 75,000

FOR AUDIT PURPOSES [50 ILCS 310/9]:

Contractual Services - Audit	\$ 10,000	
	TOTAL	\$ 10,000

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

Insurance

a.	Liability & Workers Comp. Insurance	\$ 37,000	
b.	Risk Management and Loss Control Program	\$ 90,000	
c.	Legal Services	\$ 45,000	
	TOTAL	\$ 172,000	

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

Building Maintenance Cost		
a.	Building expenses	\$ 150,000
	TOTAL	\$ 150,000

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

1.	Emergency and/or designated projects	\$ 100,000	
2.	Contingency	\$ 10,000	
	TOTAL	\$ 110,000	

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

Designated donations	\$ 40,000	
	TOTAL	\$ 40,000

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

Working Cash Fund

\$ 270,000

TOTAL

\$ 270,000

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

Projected cash on hand July 1, 2025	\$1,300,000
Special Reserve Fund	\$ 110,000
Working Cash Fund	\$ 270,000
Gift Fund	\$ 45,000
Miscellaneous gifts and donations	\$ 50,000
Interest Income	\$ 75,000
Special purpose grants	\$ 85,000
Fees and charges	\$ 30,000
Miscellaneous income	\$ 30,000
Reimbursements (E-Rate, other libraries)	\$ 27,000
Rentals and leases	\$ 45,000
Personal property replacement taxes	\$ 60,000
Tax for General Corporate Library purposes	\$ 950,000
Tax for Social Security purposes	\$ 50,000
Tax for IL Municipal Retirement Fund	\$ 30,000
Tax for Audit purposes	\$ 7,500
Tax for Liability and Insurance	\$ 70,000
Tax for Maintenance purposes	\$ 140,000
Expected cash on hand June 30, 2026	\$ 1,028,000

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

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

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

Passed by the Board of Trustees of the Mississippi Valley Library District and approved by the President thereof this 15th day of September, 2025.

BOARD OF TRUSTEES OF
MISSISSIPPI VALLEY LIBRARY DISTRICT

President

ATTEST:

Secretary

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

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

Reference Service

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

Reference Service Standards

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

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

Reference Service Checklist

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

Reader's Advisory Service

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

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

Reader's Advisory Service Standards

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

Reader's Advisory Service Checklist

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