



**Normal Public Library—Board of Trustees
Monthly Meeting Agenda**

August 17, 2022 at 6:30 p.m.

Normal Public Library Community Room

1. Review of the Agenda: Corrections or Additions
2. Appointment to Normal Public Library Board of Trustees (Action)
3. President's Report
4. Public Comment
5. Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning]
6. Library Director's Report
7. OMNIBUS VOTE AGENDA
(All items under the Omnibus Vote Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussions of these items unless a Board Member so requests, in which event, the item will be removed from the Omnibus Vote Agenda and considered as the first item after approval of the Omnibus Vote Agenda.)
 - A. Approval of the Minutes of the Regular Board Meeting of July 20, 2022
 - B. Approval of Normal Public Library Expenditures for Payment as of August 11, 2022
8. ITEMS REMOVED FROM THE OMNIBUS VOTE AGENDA
9. NEW BUSINESS
 - A. FY2023-FY2028 Budget Preparation (Discussion)
 - B. Executive Session: [5 ILCS 120/2(c)(1)] Personnel
 - C. Executive Session: [5 ILCS 120/2(c)(5)] Land Acquisition
10. UNFINISHED BUSINESS
 - A. Abatement Update
11. Suggested Items for the Next Agenda
12. Board Comments and Concerns
13. Next Meeting Date: September 21, 2022
14. Adjournment

Final vote or action may be taken at the meeting on any agenda item subject matter listed above, unless the agenda line item specifically state otherwise.

The Board of Trustees Normal Public Library may attend Normal Town Council meeting, work sessions and other events, as scheduled.

**Minutes of the Board of Trustees
Normal Public Library
July 20, 2022**

Call to order: A regular meeting of the Board of Trustees of the Normal Public Library was held in the Community Room of the Normal Public Library, Normal, Illinois on Wednesday, July 20, 2022. The meeting convened at 6:00 pm, Vice President Katelyn Trunnell, presiding.

Members Present: Katelyn Trunnell, Vice President, Jd Davis, Secretary, Erin Ripley-Gataric, Beth Robb, Lynda Lane

Members Absent: Amy Ersland

Library Staff Present: John Fischer, Interim Library Director, Jennifer Williams, Laura Golaszewski

Community Members Present: Pam Reece, Town of Normal City Manager, Andrew Huhn, Town of Normal Finance Director, Brian Day, Corporation Counsel

1. **Review of the Agenda:** No additions or corrections.
2. **President's Report:** Ms. Trunnell thanked the staff of the Normal public library, and noted that everyone is enjoying the summer reading program. She also thanked everyone who has stepped up in Mr. Chase's absence. She informed the Board that Jess Ray, former Board President, had submitted his resignation, and is no longer part of the Normal Public Library Board of Trustees.
3. **Public Comment:** None
4. **Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning]:**
Foundation: Two new members were appointed. Mr. Fischer was introduced to the full Board.

Library Advocacy: None

Library Planning: None

5. **Library Director's Report:** Mr. Fischer discussed the items in his report.

6. **OMNIBUS VOTE AGENDA**

- A. **Approval of the Minutes of the Regular Board Meeting of June 15, 2022**
- B. **Report to Receive and File Normal Public Library Expenditures for Payment, including \$154,589.89 for two June payrolls, and \$165,474.86 for expenditures as of July 13, 2022**

Ms. Lane moved to approve all items on the Omnibus Vote Agenda, Ms. Ripley-Gataric seconded.

Motion passed 5-0.

7. **ITEMS REMOVED FROM THE OMNIBUS VOTE AGENDA**

No items were removed from the Omnibus Vote Agenda.

8. **NEW BUSINESS**

A. Election of President (Action)

Ms. Lane nominated Beth Robb to fill the vacancy of President of the Normal Public Library Board of Trustees.

Motion passed 5-0.

B. FY2023-FY2028 Budget Preparation (Discussion)

Mr. Fischer asked for suggestions and feedback on the upcoming budget preparation. Ms. Lane asked about including moving costs for a new location and other planned expenses. Ms. Trunnell noted the difficulty of having the discussion while many items are still in the works. The Board will continue to be supportive of the budget planning.

C. Meeting Room Policy (Discussion)

Staff members are interested in updating this policy to more align with Library needs, future planning, and what other libraries are doing. The Board supports researching other libraries and how they operate. Mr. Fischer will bring numbers to a future meeting.

D. Executive Session: [5 ILCS 120/2(c)(1)] Personnel

Ms. Robb moved to enter Executive Session at 6:12 pm. Ms. Lane seconded.

E. Executive Session: [5 ILCS 120/2(c)(5)] Land Acquisition

Ms. Robb moved to enter Executive Session at 6:12 pm. Ms. Trunnell seconded.

Roll Call to enter Executive Session:

Katelyn Trunnell – Present

Jd Davis – Present

Erin Ripley-Gataric – Present

Lynda Lane – Present

Beth Robb – Present

Amy Erslund – Absent

The Board called Mr. Huhn, Ms. Reece, and Mr. Fischer into the Executive Session discussion at 6:54pm.

Roll Call to Exit Executive Session:

Katelyn Trunnell – Present

Jd Davis – Present

Erin Ripley-Gataric – Present

Lynda Lane – Present

Beth Robb – Present

Amy Erslund – Absent

The Board exited Executive Session and returned to the Regular Meeting at 7:54 pm.

F. Authorization for negotiations in land acquisition (Action)

Ms. Lane moved to authorize Library Director for execution of negotiations in land acquisition. Ms. Trunnell seconded. Motion passed 5-0.

9. **UNFINISHED BUSINESS**

A. Abatement Update

Bid documents should be ready in the next few weeks. They are waiting on engineers to complete the drawings, but are expected on July 28.

B. Board Planning

The Board will appoint a new Trustee to serve until the next election in 2023. The Planning is tabled for further discussion until the August meeting.

10. Suggested Items for Next Agenda

Appointment of a new Trustee for the vacant position
Discussion of Letter of Intent

11. Board Comments and Concerns

Everyone is doing a great job.

12. Next Meeting Date: August 17, 2022

13. Adjournment

Ms. Trunnell adjourned the meeting at 6:59 PM.

Secretary

Date

Report to Receive and File Town of Normal Expenditures for Payment as of 07/14/2022-08/11/2022

Library Fund

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ILLINOIS DEPARTMENT OF REVENUE	SALES TAX PAYMENT	113.00
US BANK/P-CARD	Adult Reading Challenge a	40.00
US BANK/P-CARD	Grant received- Items are	1,199.00
US BANK/P-CARD	Items for 1	95.95
US BANK/P-CARD	Monthly Program- Sign and	150.00
US BANK/P-CARD	Summer Reading Prizes	115.95
Library Fund	- Total	1,713.90

Library Fund Library Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ACE HARDWARE	DOOR STOP	6.29
AEP ENERGY	ENERGY USAGE	3,100.28
BAKER & TAYLOR COMPANIES	ADULT BOOK	30.55
BAKER & TAYLOR COMPANIES	ADULT BOOKS	4,082.77
BAKER & TAYLOR COMPANIES	CHILDREN'S BOOKS	1,660.14
BAKER & TAYLOR COMPANIES	TEEN BOOKS	405.23
BAKER & TAYLOR COMPANIES	YOUNG ADULT BOOKS	78.00
BAKER & TAYLOR CONTINUATION	ADULT TRAVEL BOOKS	321.98
BAKER & TAYLOR CONTINUATION	ADULT-TRAVEL/REF BOOKS	67.88
BARNES & NOBLE INC	ADULT BOOKS/MAY HOLDS	171.88
BLACKSTONE PUBLISHING	AUDIO CD'S ON BOOKS	67.46
CENGAGE LEARNING INC	ADULT BOOKS	424.33
CENGAGE LEARNING INC	JULY CORE 8 PLAN (6)	153.69
CENGAGE LEARNING INC	JULY CORE 8 PLAN-IT GIRL	28.49
CENGAGE LEARNING INC	JULY LARGE PRINT DIST.(2)	47.24
CENGAGE LEARNING INC	LG PRINT DIST.6 PLAN-JULY	45.74
CENTER POINT LARGE PRINT	ADULT BOOKS	243.44
CENTER POINT LARGE PRINT	LARGE PRINT BOOKS-2	46.50
CREATIVEBUG LLC	PUBLIC ACCESS SOFTWARE	1,200.00
DEPT OF INNOVATION & TECHNOLOGY	IP ADDRESSES	50.00
DIVERSIFIED MECHANICAL INC	QTRLY MAINTENANCE AGREEMT	712.10
DIVERSIFIED MECHANICAL INC	REPAIR WATER LEAK-FURNACE	234.00
ELM USA INC	BLACK/RED PADS	279.49
FINDAWAY WORLD LLC	ADULT-PLAYAWAY AUDIO	48.74
FINDAWAY WORLD LLC	AUDIO-PLAYAWAYS	378.69
FINDAWAY WORLD LLC	CHILDREN'S PLAYAWAYS (31)	1,434.69
FINDAWAY WORLD LLC	CHILDREN'S WONDERBOOKS-10	493.90
FINDAWAY WORLD LLC	CHILDREN'S WONDERBOOKS-14	734.21
FINDAWAY WORLD LLC	CHILDREN'S WONDERBOOKS-3	185.22
FINDAWAY WORLD LLC	PLAYAWAYS (1)	63.74
FINDAWAY WORLD LLC	PLAYAWAYS (2)	97.48

FRONTIER	PHONE SERVICE MONTHLY - L	127.92
ILLINI FIRE EQUIPMENT CO	EXTINGUISHER MAINTENANCE	382.00
ILLINOIS HEARTLAND LIBRARY SYSTEM	PUBLIC ACCESS SOFTWARE	7,020.55
INGRAM LIBRARY SERVICES	ADULT BOOKS	18.31
KANOPY INC	DIGITAL CONTENT	266.00
MENARDS	DISTILLED WATER-SUPPLIES	50.28
MENARDS	SUPPLIES	63.95
MIDWEST TAPE	DIGITAL CONTENT	3,827.34
MILLER JANITOR SUPPLY	JANITORIAL SUPP-LIBRARY	427.35
NATIONAL PEN COMPANY	SOFT TOUCH PEN W/GOLD TRM	388.65
NICOR GAS	ENERGY USAGE	215.34
OVERDRIVE, INC	DIGITAL CONTENT	1,000.01
Peoria Public Library	A13220245354-BOOK-RED,WHI	21.99
QUILL CORPORATION	FLASH DRIVE-LIBRARY	16.90
QUILL CORPORATION	LIBRARY SUPPLIES	31.96
QUILL CORPORATION	SUPPLIES-LIBRARY BLDG	195.91
REACHING ACROSS IL LIBRARY SYSTEM	CATALOGING/PROCESSING	171.39
RESOURCE SHARING ALLIANCE (RSA)	RSA ADML FEES THRU 6/23	5,817.00
SAMS CLUB	MISC.SUPPLIES-LIBRARY	186.03
SCHOLASTIC LIBRARY PUBLISHING	CHILDREN'S BOOKS	31.19
SCHOLASTIC LIBRARY PUBLISHING	CHILDREN'S BOOKS-8	124.76
SCHOLASTIC LIBRARY PUBLISHING	PUBLIC ACCESS SOFTWARE	3,261.00
TUMBLEWEED PRESS INC	RENEWAL-PUBLIC ACCESS SW	499.00
US BANK/P-CARD	8.5x11 Envelopes for Inte	12.36
US BANK/P-CARD	Adult Books - GOOD HOTEL	23.42
US BANK/P-CARD	Adult Books - MADE IN ITA	24.99
US BANK/P-CARD	ALA Conference in Kansas	399.00
US BANK/P-CARD	Annual Data Plan on a new	120.00
US BANK/P-CARD	Balloons for Brian's rece	21.90
US BANK/P-CARD	Balloons for Field Day Su	29.98
US BANK/P-CARD	Car Wash for Library Van	11.00
US BANK/P-CARD	Diaper Pail - Bag Refills	61.96
US BANK/P-CARD	Disinfectant wipes pack	177.27
US BANK/P-CARD	Disinfectant wipes 12 can	131.07
US BANK/P-CARD	DVD - LAND BEFORE TIME SE	29.99
US BANK/P-CARD	For Program-DIY- Windchim	62.95
US BANK/P-CARD	Game Repl. - SWITCH GAME	20.80
US BANK/P-CARD	ILA Conference and Youth	347.00
US BANK/P-CARD	ILA conference in Oct. 20	275.00
US BANK/P-CARD	Matilda Music CD (1)	15.79
US BANK/P-CARD	MCLS-CATALOGING WITH VARI	120.00
US BANK/P-CARD	MCLS-ORIGINAL DESCRIPTIVE	200.00
US BANK/P-CARD	New DVD Rel. - AFTER YANG	55.96
US BANK/P-CARD	New DVD Rel. - AMBULANCE	83.96
US BANK/P-CARD	New DVD Rel. - ARTIST'S W	73.92
US BANK/P-CARD	New DVD Rel. - BEATLES (24.99
US BANK/P-CARD	New DVD Rel. - BLACK SITE	53.97

US BANK/P-CARD	New DVD Rel. - CELLAR (2	27.98
US BANK/P-CARD	New DVD Rel. - CINDERELLA	41.96
US BANK/P-CARD	New DVD Rel. - ESCAPE THE	25.92
US BANK/P-CARD	New DVD Rel. - FAMILY CAM	29.78
US BANK/P-CARD	New DVD Rel. - Fantastic	84.95
US BANK/P-CARD	New DVD Rel. - FATHER'S F	11.49
US BANK/P-CARD	New DVD Rel. - FIRESTARTE	53.88
US BANK/P-CARD	New DVD Rel. - HORROR NOI	13.99
US BANK/P-CARD	New DVD Rel. - MEMORY (3	125.93
US BANK/P-CARD	New DVD Rel. - MONTANA ST	35.97
US BANK/P-CARD	New DVD Rel. - MOTHERING	17.99
US BANK/P-CARD	New DVD Rel. - OKJA (2)	29.98
US BANK/P-CARD	New DVD Rel. - SEE FOR ME	37.64
US BANK/P-CARD	New DVD Rel. - UNBEARABLE	119.94
US BANK/P-CARD	New DVD Rel. - WORST PERS	14.99
US BANK/P-CARD	New DVD Rel. - YOU ARE NO	34.58
US BANK/P-CARD	New DVD Rel. - ZERO CONTA	19.99
US BANK/P-CARD	New DVD Release - MORBIUS	417.61
US BANK/P-CARD	New Music Rel. - PLANET Z	11.99
US BANK/P-CARD	New Music Rel. -MERCURY A	17.68
US BANK/P-CARD	New TV Rel. - CURB YOUR E	19.95
US BANK/P-CARD	New TV Series - DOCTOR WH	14.99
US BANK/P-CARD	New TV Series Rel. - KILL	16.99
US BANK/P-CARD	Office Supplies - Stapler	43.44
US BANK/P-CARD	Online Software Storage S	9.99
US BANK/P-CARD	Patron Req. - Adult Books	77.64
US BANK/P-CARD	Patron Req. - Children's	10.84
US BANK/P-CARD	Plastic box for Library o	18.73
US BANK/P-CARD	Podcast Hosting Service f	15.00
US BANK/P-CARD	Program supplies- DIY Win	6.99
US BANK/P-CARD	Program- Pressed flower	28.99
US BANK/P-CARD	Promotions on Social Medi	70.00
US BANK/P-CARD	PS4 Game - MY LITTLE PONY	29.99
US BANK/P-CARD	Repl. for Library of Thin	39.94
US BANK/P-CARD	Stocked up on balloons fo	446.64
US BANK/P-CARD	Sun Catcher take and make	57.61
US BANK/P-CARD	Sun Protection Cap - Lan	13.85
US BANK/P-CARD	Supplies - Creamer-Sugar-	28.32
US BANK/P-CARD	Supplies - Heat Transfer	34.88
US BANK/P-CARD	Supplies for STEAM childr	62.90
US BANK/P-CARD	Switch Game - MY LITTLE P	39.99
US BANK/P-CARD	Table covering for Progra	73.59
VERIZON WIRELESS	ACCT.#880398978-00001 /6	201.43
VERIZON WIRELESS	LINE FOR CURB-IT CALLS	49.53
WALMART COMMUNITY BRC	MISC.LIBRARY SUPPLIES	341.53
WATTS COPY SYSTEMS, INC.	B/W, COLOR IMAGES	225.21

WORLD BOOK, INC		PUBLIC ACCESS SOFTWARE		1,566.00
Library Fund	Library	Administration	- Total	48,135.46
Overall - Total				49,849.36

Aug 11, 2022

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4:55:19 PM

**Director's Report
August 17, 2022**

1. Monthly Financial Report

Revenue: The July operating revenues were up 6.46% compared to this time last year.

Expenses: A report showing expenses totaling \$49,849.36 from July 14 to August 11 is included in this packet. Two payrolls (July 22 and August 5) totaled \$148,988.48.

2. Circulation: Total circulation for July was 73,262 up 13.9% from July last year.

3. Illinois State Library Grant

Another portion of our Illinois State Library Grant "Skilling McLean County Residents for Successful Post-Pandemic Employment" has been completed. Installation of the Snapcab Office pods was completed on the west side of the main floor on August 8. The pods will open to the public upon completion of required fire suppression.

4. Six-Month Review of Executive Session Minutes

Every six months the Board must review the executive session minutes to determine if they should remain confidential. This review is due again at the September meeting.

5. Budget Preparation

I will begin training on the budget process on or prior to August 24. Please provide to me any input you might have as I begin preparing the FY2023-FY2028 budget. There will be action to take on the budget at your September meeting.

6. Abatement Project

UPDATE: Final bid documents are pending completion by August 23. An update was received just prior to the writing of this report.

7. Summer Reading

Camp NPL concluded on August 1. Congratulations to all in our community who participated and completed. My sincere thanks to all the skilled, talented staff who created these engaging and memorable experiences for all ages in our community.



Revenue & Expense Report

Account: All

Fiscal Year: FY2022-23

April - July

Revenue

YTD Revenue Pivot

Fund	Current Year Approved Budget	Current Year Revised Budget	Current Year Revenue	Current Year Revenue % of Budget	Previous Year Revenue	Revenue % Change from Previous Year
221-Library Fund	4,153,862.00	4,153,862.00	2,232,899.42	53.75%	2,089,845.14	6.85%
31110-Property Tax	3,935,164.00	3,935,164.00	2,068,345.32	52.56%	1,990,353.24	3.92%
31530-State Replacement Revenue	101,000.00	101,000.00	143,614.90	142.19%	75,572.34	90.04%
33260-State Grants	77,433.00	77,433.00	3,004.78	3.88%	10,000.00	-69.95%
34720-Photocopy Fees	2,000.00	2,000.00	3,504.23	175.21%	2,253.26	55.52%
34750-Replacements Books/AV	3,500.00	3,500.00	1,991.93	56.91%	1,853.56	7.47%
38210-Investment Income	34,365.00	34,365.00	7,897.71	22.98%	9,670.19	-18.33%
38530-Donations	200.00	200.00	1,080.00	540.00%	100.00	980.00%
38910-Miscellaneous	200.00	200.00	3,460.55	1730.28%	42.55	8032.90%
222-Library Replacement Fund	96,978.00	96,978.00	23,759.45	24.50%	29,440.25	-19.30%
38210-Investment Income	19,362.00	19,362.00	4,355.45	22.49%	5,443.25	-19.98%
39192-Transfer From	77,616.00	77,616.00	19,404.00	25.00%	23,997.00	-19.14%
223-Library Special Reserve	9,563.00	9,563.00	1,614.45	16.88%	1,991.55	-18.94%
38210-Investment Income	7,063.00	7,063.00	1,614.45	22.86%	1,991.55	-18.94%
38910-Miscellaneous	2,500.00	2,500.00				
Total	4,260,403.00	4,260,403.00	2,258,273.32	53.01%	2,121,276.94	6.46%



Revenue & Expense Report

Account: All

Fiscal Year: FY2022-23

April - July

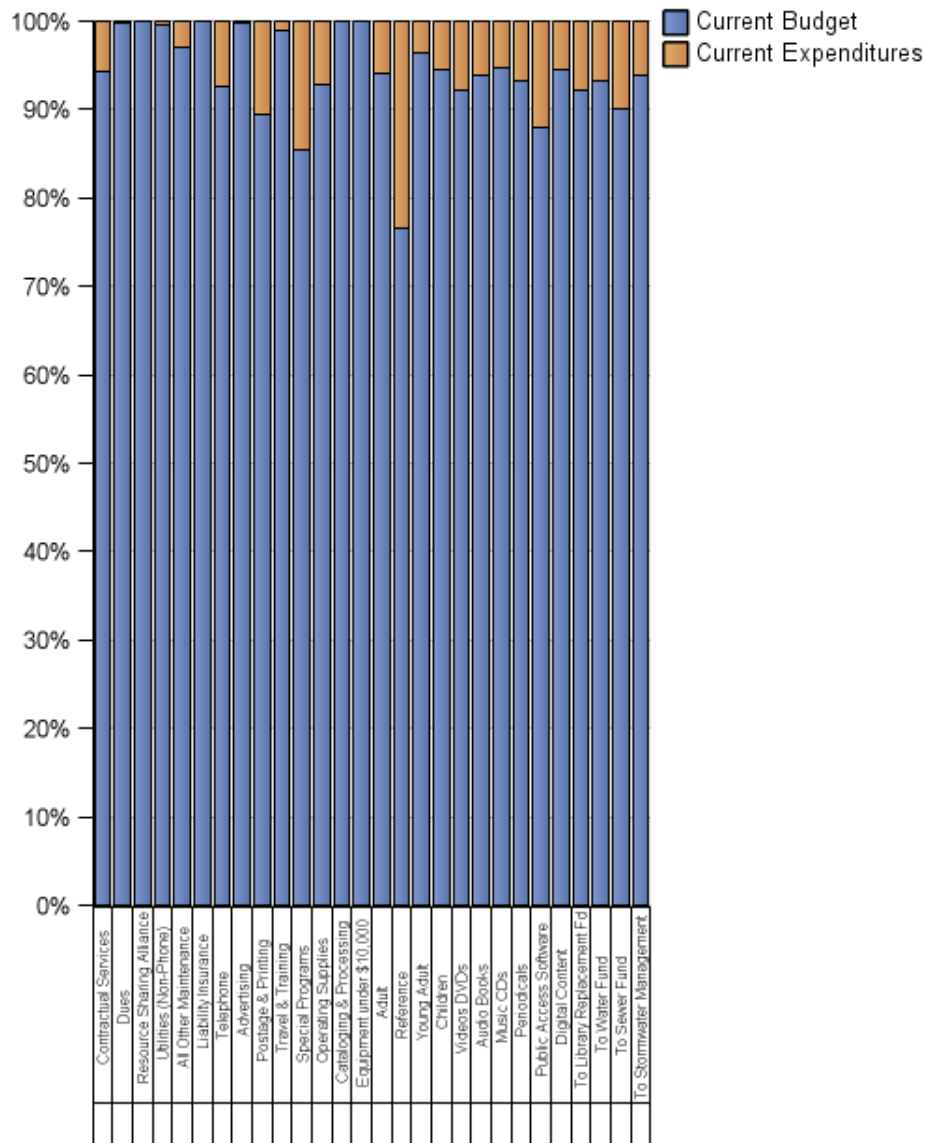
Expense

YTD Expense Pivot

Fund	Current Year Approved	Current Year Revised	Current Year Spent	Current Year Encumbrance	Current Year Expense and Encumbrance	Budget Balance	Previous Year Expense	Percent Remaining Current Year
221-Library Fund	4,158,400.00	4,161,033.00	1,117,140.40	269,979.74	1,387,120.14	2,773,912.86	1,020,722.88	66.66%
10-Administration	4,158,400.00	4,161,033.00	1,117,140.40	269,979.74	1,387,120.14	2,773,912.86	1,020,722.88	66.66%
222-Library Replacement Fund	396,225.00	396,225.00	29,154.42	0.00	29,154.42	367,070.58	7,300.00	92.64%
10-Administration	396,225.00	396,225.00	29,154.42	0.00	29,154.42	367,070.58	7,300.00	92.64%
223-Library Special Reserve	300,000.00	300,000.00	10,847.50	0.00	10,847.50	289,152.50	53,509.20	96.38%
10-Administration	300,000.00	300,000.00	10,847.50	0.00	10,847.50	289,152.50	53,509.20	96.38%
Total	4,854,625.00	4,857,258.00	1,157,142.32	269,979.74	1,427,122.06	3,430,135.94	1,081,532.08	70.62%

Budget to Actual Expenditures

Library - Administration (Library Fund)



Expenditure Fiscal Year

Current Expenditures	Year to Date Expenditures	Current Encumbered Amount	Current Budget	Variance	Original Budget	% Remaining	Exp + Enc
\$7,909.45	\$29,993.90	\$32,779.18	\$129,626.00	\$58,943.47	\$129,626.00	45%	\$40,688.63
\$15.00	\$650.00	\$0.00	\$5,796.00	\$5,131.00	\$5,796.00	89%	\$15.00

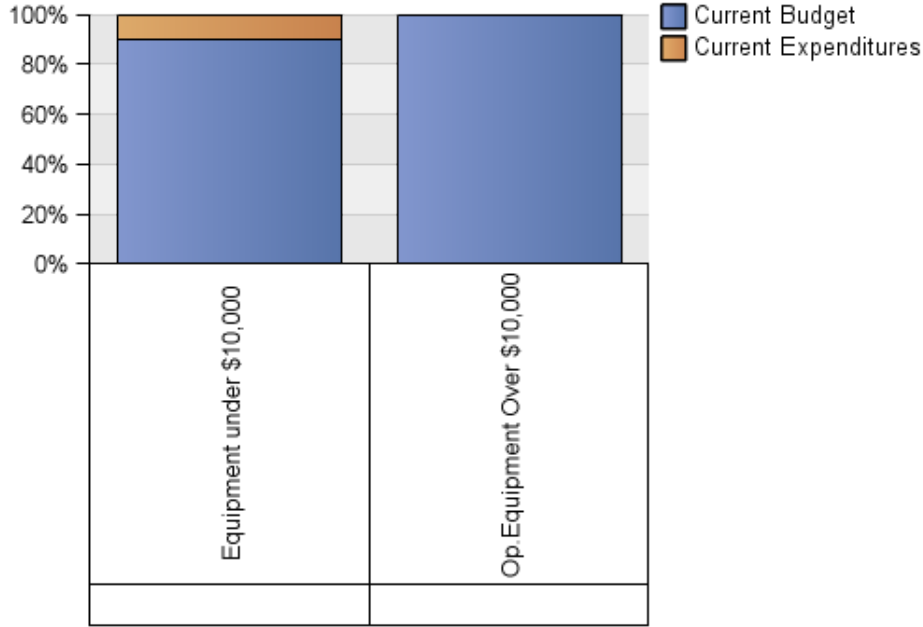
Library Fund	Library	Administration	221-9010-455.20-10	Contractual Services
			221-9010-455.20-20	Dues

221-9010-455.24-10	Resource Sharing Alliance	\$0.00	\$0.00	\$0.00	\$66,890.00	\$66,890.00	\$66,890.00	100%	\$0.00
221-9010-455.25-10	Utilities (Non-Phone)	\$215.34	\$6,478.71	\$0.00	\$42,000.00	\$35,305.95	\$42,000.00	84%	\$215.34
221-9010-455.25-60	All Other Maintenance	\$2,106.16	\$1,666.49	\$14,564.89	\$72,000.00	\$53,662.46	\$72,000.00	75%	\$16,671.05
221-9010-455.30-10	Liability Insurance	\$0.00	\$46,121.00	\$4.00	\$42,991.00	(\$3,134.00)	\$42,991.00	-7%	\$4.00
221-9010-455.30-15	Telephone	\$727.86	\$676.02	\$1,271.76	\$9,270.00	\$6,594.36	\$9,270.00	71%	\$1,999.62
221-9010-455.30-20	Advertising	\$40.00	\$870.00	\$0.00	\$15,000.00	\$14,090.00	\$15,000.00	94%	\$40.00
221-9010-455.30-25	Postage & Printing	\$2,453.21	\$5,004.67	\$10,551.49	\$20,600.00	\$2,590.63	\$20,600.00	13%	\$13,004.70
221-9010-455.30-35	Travel & Training	\$126.56	\$1,110.86	\$0.00	\$12,240.00	\$11,002.58	\$12,240.00	90%	\$126.56
221-9010-455.30-40	Special Programs	\$2,560.08	\$8,818.64	\$4,101.41	\$15,000.00	(\$480.13)	\$15,000.00	-3%	\$6,661.49
221-9010-455.35-10	Operating Supplies	\$5,135.75	\$3,904.34	\$22,913.68	\$66,606.00	\$34,652.23	\$64,000.00	52%	\$28,049.43
221-9010-455.35-15	Cataloging & Processing	\$0.00	\$1,269.50	\$11,930.50	\$15,450.00	\$2,250.00	\$15,450.00	15%	\$11,930.50
221-9010-455.35-80	Equipment under \$10,000	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	100%	\$0.00
221-9010-455.36-10	Adult	\$5,923.09	\$11,951.42	\$50,564.84	\$94,048.00	\$25,608.65	\$94,048.00	27%	\$56,487.93
221-9010-455.36-15	Reference	\$1,839.00	\$0.00	\$2,061.00	\$6,000.00	\$2,100.00	\$6,000.00	35%	\$3,900.00
221-9010-455.36-20	Young Adult	\$491.29	\$1,124.87	\$10,983.84	\$13,506.00	\$906.00	\$13,506.00	7%	\$11,475.13
221-9010-455.36-25	Children	\$5,119.72	\$7,801.18	\$61,757.14	\$90,041.00	\$15,362.96	\$90,041.00	17%	\$66,876.86
221-9010-455.37-15	Videos DVDs	\$1,393.36	\$1,986.87	\$7,650.20	\$16,480.00	\$5,449.57	\$16,480.00	33%	\$9,043.56
221-9010-455.37-20	Audio Books	\$966.50	\$1,467.11	\$11,566.39	\$15,027.00	\$1,027.00	\$15,000.00	7%	\$12,532.89
221-9010-455.37-30	Music CDs	\$253.40	\$570.36	\$2,187.01	\$4,500.00	\$1,489.23	\$4,500.00	33%	\$2,440.41
221-9010-455.38-10	Periodicals	\$1,276.15	\$800.10	\$10,415.90	\$17,505.00	\$5,012.85	\$17,505.00	29%	\$11,692.05
221-9010-455.38-20	Public Access Software	\$11,211.88	\$3,757.75	\$27,003.37	\$82,400.00	\$40,427.00	\$82,400.00	49%	\$38,215.25
221-9010-455.39-10	Digital Content	\$5,541.56	\$15,976.41	\$17,727.03	\$96,099.00	\$56,854.00	\$96,099.00	59%	\$23,268.59
221-9010-455.92-22	To Library Replacement Fd	\$6,468.00	\$12,936.00	\$0.00	\$77,616.00	\$58,212.00	\$77,616.00	75%	\$6,468.00
221-9010-455.95-02	To Water Fund	\$245.57	\$397.81	\$0.00	\$3,365.00	\$2,721.62	\$3,365.00	81%	\$245.57

		221-9010-455.95-07	To Sewer Fund	\$65.65	\$100.60	\$0.00	\$600.00	\$433.75	\$600.00	72%	\$65.65
		221-9010-455.95-10	To Stormwater Management	\$50.60	\$101.20	\$0.00	\$773.00	\$621.20	\$773.00	80%	\$50.60
		Summary		62,135.18	165,535.81	367,004.63	1,032,429.00	437,753.38	1,029,796.00	0.42	429,139.81

Budget to Actual Expenditures

Library - Administration (Library Replacement Fund)

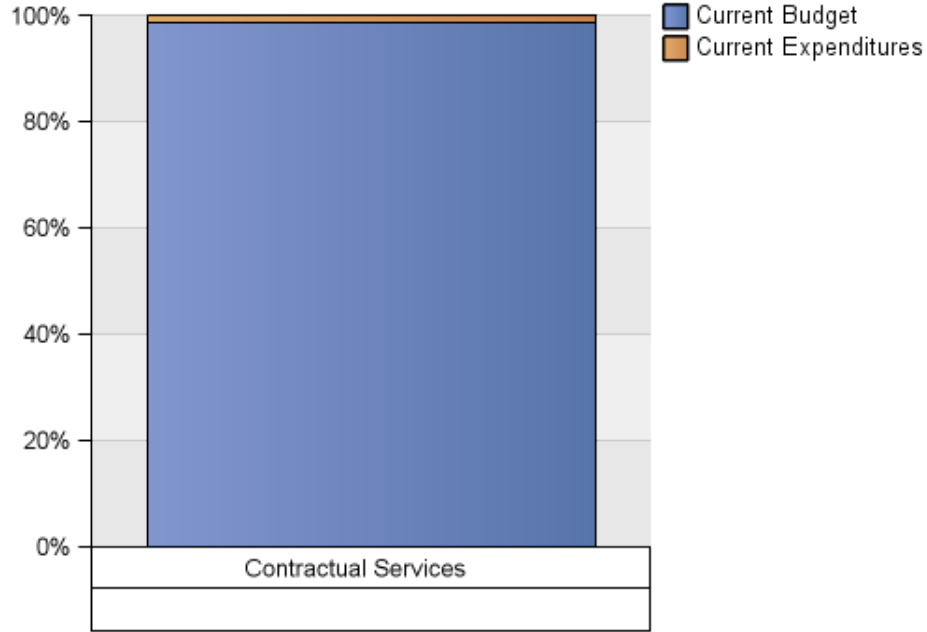


Expenditure Fiscal Year

					Current Expenditures	Year to Date Expenditures	Current Encumbered Amount	Current Budget	Variance	Original Budget	% Remaining	Exp + Enc
Library Replacement Fund	Library	Administration	222-9010-455.35-80	Equipment under \$10,000	\$29,154.42	\$0.00	\$0.00	\$271,225.00	\$242,070.58	\$271,225.00	89%	\$29,154.42
			222-9010-455.75-10	Op.Equipment Over \$10,000	\$0.00	\$0.00	\$0.00	\$125,000.00	\$125,000.00	\$125,000.00	100%	\$0.00
			Summary		29,154.42	0.00	0.00	396,225.00	367,070.58	396,225.00	0.93	29,154.42

Budget to Actual Expenditures

Library - Administration (Library Special Reserve)



Expenditure Fiscal Year

					Current Expenditures	Year to Date Expenditures	Current Encumbered Amount	Current Budget	Variance	Original Budget	% Remaining	Exp + Enc
Library Special Reserve	Library	Administration	223-9010-455.20-10	Contractual Services	\$4,000.00	\$6,847.50	\$0.00	\$300,000.00	\$289,152.50	\$300,000.00	96%	\$4,000.00
Summary					4,000.00	6,847.50	0.00	300,000.00	289,152.50	300,000.00	0.96	4,000.00

NPL Circulation Statistics



July 2022

	Year to Date			Month		
	2020-2021	2021-2022	2022-2023	2020	2021	2022
Juvenile						
Books	18,621	129,123	147,466	13,004	38,526	43,174
Videos	144	711	1,008	87	207	297
Audios	619	4,283	5,253	414	1,189	1,647
Magazines	17	81	149	17	34	37
Other	26	123	740	23	42	87
Juvenile - Total	19,427	134,321	154,616	13,545	39,998	45,242
Teen						
Books	1,355	6,364	6,438	987	1,965	1,927
Audios	13	31	28	12	11	14
Magazines	0	5	4	0	0	1
Teen - Total	1,368	6,400	6,470	999	1,976	1,942
Adult						
Books	8,219	41,623	47,224	5,696	11,839	13,100
Videos	2,237	11,821	16,126	1,470	3,469	4,556
Audios	1,479	4,482	5,029	1,269	1,182	1,327
Magazines	129	987	971	88	225	303
Other	385	2,743	4,672	278	1,057	1,432
Adult - Total	12,449	61,656	74,022	8,801	17,772	20,718
Digital Content						
eAudiobooks	6,549	6,360	7,595	1,678	1,618	2,017
eBooks	12,736	9,872	10,613	2,880	2,426	2,890
Magazines	1,661	495	556	344	122	119
Music	1,738	90	162	29	20	40
Streaming Video	2,327	1,547	992	324	365	283
Content Passes*			53			11
Digital Content - Total*	25,011	18,364	19,971	5,255	4,551	5,360
Total Circulation*	58,255	220,741	255,079	28,600	64,297	73,262

* Content Passes counted differently beginning January 2022

NPL Collection Holdings



July 2022

	Beginning Total	Ending Total	Current Month		Year to Date	
			Added (+)	Change	Added (+)	Change
Juvenile						
Books	83,842	82,876	326	-1,292	1,412	-2,348
Videos	959	958	0	-1	1	-5
Audios	2,262	2,262	32	-32	128	-277
Magazines	225	242	17	0	58	-1
Other	122	120	0	-2	0	-6
Juvenile - Total	87,410	86,458	375	-1,327	1,599	-2,637
Teen						
Books	5,139	5,111	51	-79	234	-300
Audios	38	35	0	-3	0	-3
Magazines	23	25	2	0	5	0
Teen - Total	5,200	5,171	53	-82	239	-303
Adult						
Books	55,385	55,267	286	-404	1,253	-880
Videos	16,077	16,105	43	-15	310	-95
Audios	13,959	13,854	26	-131	128	-148
Magazines	2,050	1,963	135	-222	570	-556
Other	2,139	2,142	9	-6	75	-49
Adult - Total	89,610	89,331	499	-778	2,336	-1,728
Total Collection	182,220	180,960	927	-2,187	4,174	-4,668

NPL Digital Content by Month



This dashboard tracks the number of downloads or uses by month for our different digital content platforms.

	3.22	4.22	5.22	6.22	7.22	
eRead Illinois						
eAudiobooks	289	252	256	295	288	
eBooks	325	315	281	306	339	
eRead Illinois Total	614	567	537	601	627	
Freeding	6	9	7	7	6	
Hoopla						
eAudiobooks	906	1004	1086	1009	1075	
eBooks	632	664	751	545	571	
Movies/TV	145	120	135	102	109	
Music	47	49	38	35	40	
Hoopla Total	1,730	1,837	2,010	1,691	1,795	
Kanopy						
Individual Titles Plays	55	76	62	87	105	
Plays Through Passes	45	46	49	32	69	
Kanopy Total Videos Played	100	122	111	119	174	
OverDrive						
eAudio	515	526	534	616	654	
eBooks	1,574	1,550	1,562	1,726	1,974	
Magazines	135	128	142	167	119	
OverDrive Total	2,224	2,204	2,238	2,509	2,747	
Total Downloads or Uses						
eAudiobooks	1,710	1,782	1,876	1,920	2,017	
eBooks	2,537	2,538	2,601	2,584	2,890	
Magazines	135	128	142	167	119	
Music	47	49	38	35	40	
Streaming Video	245	242	246	221	283	
Hoopla 7-day BingePass						
hoopla Magazines	2	6	3	3	1	
The Great Courses	2	0	3	4	0	
Curiosity Stream	0	1	2	1	2	
Hellosaurus (new 6.22)	0	0	0	1	0	
Kanopy Passes						
Kids Play	3	2	0	1	2	
Series Play (TGC)	1	3	0	4	6	
OverDrive 7-Day Passes						
The Great Courses	1	1	0	1	0	
IndieFlix	1	1	0	0	0	
Stingray Qello	0	1	2	0	0	
Craftsy	1	0	0	2	0	
Total Passes	11	15	10	17	11	

NPL Monthly Statistics



July 2022

Library Card Registration

Registration - Fiscal Year 2023

	Beginning count	Registered	Purged	Cards in force YTD	FY22	FY21
Adult	26,238	291	-8	26,521	23,981	34,527
Teen	3,184	5	-1	3,188	2,979	3,411
Juvenile	8,518	50	-17	8,551	7,631	8,769
Total	37,940	346	-26	38,260	34,591	46,707

Patron Count	Current Month	Current YTD	FY22	FY21
Door Count	14,584	57,929		
Offsite programs (est)		-		
Year to Date Total		57,929	41,422	0

Interlibrary Loan and System Holds

	Current Month	Current YTD	FY22	FY21
Borrowed/Rec'd	2,973	11,554	11,113	3,252
Loaned	3,169	12,102	11,718	3,223
Reciprocal borrowing	20,245	64,376	48,700	3,453

Public PCs

	Total Uses	Total Time (hrs)	Average Session (min)	YTD Uses
Children*	0	0	0	1
Adult	823	544	41	2,998
Public Laptop	49	71	76	144
Quick-Use	-	-	-	-
Totals	872	615	44	3,143

*Use of Children's PCs is for testing purposes - these are not currently available for patrons.

normalpl.org Site Statistics



July 2022

	Annual Totals Year to Date			July		
	FY 2021	FY 2022	FY 2023	2020	2021	2022
Site Views over time						
Pageviews	86,689	107,591	145,564	27,744	27,551	34,433
Unique Pageviews	70,028	86,007	117,559	22,620	22,876	28,121
Sessions	43,554	57,207	70,997	14,680	16,419	18,082

Top Viewed Pages FY 2023

/	64,985
/summerreading	4,039
/events/upcoming	3,959
/events/month	3,654
/employment	1,451
/learning-resources	1,294
/events/upcoming?page=1	1,217
/challenges	1,173
/download-stream	1,003
/events/month/2022/06	904

Usage by Device FY 2023

Desktop	49.1%
Mobile	49.0%
Tablet	1.9%

Top Viewed Pages July 2022

/	17,485
/summerreading	1,005
/events/upcoming	972
/events/month	710
/employment	383
/learning-resources	329
/event/murder-library	328
/download-stream	307
/event/camp-npl-field-day-underwood-park	293
/events/upcoming?page=1	283

Usage by Device July 2022

Mobile	52.5%
Desktop	45.4%
Tablet	2.1%