



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

**June 15, 2022 at 6:00 p.m.
Normal Public Library Community Room**

1. Review of the Agenda: Corrections or Additions
2. President's Report
3. Public Comment
4. Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning]
5. Library Director's Report
6. 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 May 18, 2022
 - B. Approval of Normal Public Library Expenditures for Payment as of June 8, 2022
7. ITEMS REMOVED FROM THE OMNIBUS VOTE AGENDA
8. NEW BUSINESS
 - A. Nonresident Card Fee
 - B. Executive Session: [5 ILCS 120/2(c)(1)] Personnel
 - C. Executive Session: [5 ILCS 120/2(c)(5)] Land Acquisition
9. UNFINISHED BUSINESS
 - A. Abatement Update
 - B. Board Planning
10. Suggested Items for the Next Agenda
11. Board Comments and Concerns
12. Next Meeting Date: July 20, 2022
13. 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 states otherwise.

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

**Minutes of the Board of Trustees
Normal Public Library
May 18, 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, May 18, 2022. The meeting convened at 6:00 pm, President Jess Ray, presiding.

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

Members Absent: None

Library Staff Present: Brian Chase, Library Director

Community Members Present: None

1. **Review of the Agenda:** No additions or corrections.
2. **President's Report:** Mr. Ray shared condolences with the family of Stephanie Adams and the staff of the Library after her passing. He also mentioned the social media memories of Leah Marlene at the Library events, and wished her good luck in her endeavors to become the next American Idol.
3. **Public Comment:** None
4. **Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning]:**
Foundation: The Foundation held their officer elections, and all are the same. They passed their budget and 2022-2024 development plan.

Library Advocacy: Ms. Robb has attended political gatherings over the last month.

Library Planning: Ms. Lane felt the April 22 meeting was very productive. The Town indicated that the Library will "definitely" be in the planning for Uptown South. Discussion ensued during that meeting on what would happen with the current building if that occurred. Farr and Associates were hired to design the Master Plan for Uptown South.

5. **Library Director's Report:** Mr. Chase spoke of Stephanie Adams' service, and speaking with her family. The family appreciated that the Library closed for Stephanie so that the staff could attend the service. He then discussed the items in his report.
6. **OMNIBUS VOTE AGENDA**
 - A. **Approval of the Minutes of the Regular Board Meeting of April 20, 2022**
 - B. **Report to Receive and File Normal Public Library Expenditures for Payment, including \$229,716.29 for three April payrolls, and \$106,151.44 for expenditures as of May 11, 2022**

Ms. Robb moved to approve all items on the Omnibus Vote Agenda, Ms. Lane seconded.

Motion passed 7-0.

7. ITEMS REMOVED FROM THE OMNIBUS VOTE AGENDA

No items were removed from the Omnibus Vote Agenda.

8. NEW BUSINESS

A. Illinois Public Library Annual Report

This was a team staff effort of Jennifer, John, Laura, Sheri and Enoch to create the report.

Ms. Lane moved to approve the Illinois Public Library Annual Report and submit it. Ms. Ersland seconded.

Motion passed 7-0.

9. UNFINISHED BUSINESS

A. Abatement Project Update

Mr. Chase spoke with the Architects about specifics on the bid documents. He is expecting completed information around July 1.

B. Board Planning

Mr. Chase discussed several meetings that occurred over the past month. The overall consensus in Town meetings is that abatement is no longer the end goal. Other Board planning is still on hold until after the bid process is completed.

10. Suggested Items for Next Agenda

None.

11. Board Comments and Concerns

12. Next Meeting Date: June 15, 2022

13. Adjournment

Mr. Ray adjourned the meeting at 6:55 PM.

Secretary

Date

Report to Receive and File Town of Normal Expenditures for Payment as of 05/12/2022-06/08/2022

Library Fund

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
COMMUNICATION JUNCTION	NORMAL LIBRARY (BI-MONTHL	270.00
ILLINOIS DEPARTMENT OF REVENUE	SALES TAX PAYMENT	218.00
US BANK/P-CARD	Custom Circle Stickers	151.50
US BANK/P-CARD	Food for Foundation Meeti	55.73
US BANK/P-CARD	Gift Card for PEEP CONTES	35.00
US BANK/P-CARD	Gift Cards for Peep Conte	70.00
US BANK/P-CARD	Gift Certificate for Adul	25.00
Library Fund	- Total	825.23

Library Fund Library Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
66DEGREES, LLC	ARCHIVED USER LICENSE-1	11.73
ACE HARDWARE	TERRAPOT 12"	10.07
AEP ENERGY	ENERGY USAGE	2,015.98
BAKER & TAYLOR COMPANIES	ADULT BOOKS	3,506.55
BAKER & TAYLOR COMPANIES	CHILDREN'S BOOKS	2,503.98
BAKER & TAYLOR COMPANIES	TEEN'S BOOKS	208.46
BAKER & TAYLOR COMPANIES	YOUNG ADULT BOOKS	366.16
BAKER & TAYLOR CONTINUATION	ADULT BOOK	150.74
BAKER & TAYLOR CONTINUATION	REFERENCE BOOKS-3	284.00
BAKER & TAYLOR CONTINUATION	REFERENCE-TRAVEL GUIDES	40.48
BLACKSTONE PUBLISHING	AUDIOBOOKS (2)	77.90
BOUND TO STAY BOUND BOOKS INC	CHILDREN'S BOOKS-12	254.46
BRODART COMPANY	PACKS-CIRCULATE DVD'S/CDS	845.00
BRODART COMPANY	SUPPLIES-CIRCULATE ITEMS	255.50
CDW GOVERNMENT INC	PENS-CIRCULATION SIG.PAD	31.62
CENGAGE LEARNING INC	ADULT BOOKS	71.22
CENGAGE LEARNING INC	ADULT LARGE PRINT BOOKS	65.97
CENGAGE LEARNING INC	ADULT LP BOOKS	70.47
CENGAGE LEARNING INC	CHRISTIAN FICTION (5)	122.95
CENGAGE LEARNING INC	CORE 8 PLAN (7)	182.18
CENGAGE LEARNING INC	LARGE PRINT BOOK-BAXTERS	30.39
CENGAGE LEARNING INC	MAY BASIC 8 PLAN (6)	160.44
CENGAGE LEARNING INC	MAY LG PRINT DIST.PLAN 6	69.75
CENTER POINT LARGE PRINT	ADULT LARGE PRINT BOOKS	68.25
CENTRAL ILLINOIS WINDOW CLEANING	WINDOW CLEANING IN/OUT	525.00
CHIEF CITY MECHANICAL INC	WATER PRESS ISSUE 4/21,27	196.00

Report to Receive and File Town of Normal Expenditures for Payment as of 05/12/2022-06/08/2022

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
DEPT OF INNOVATION & TECHNOLOGY	IP ADDRESSES	50.00
DIVERSIFIED MECHANICAL INC	REPLACE AC COMPRESSOR-FL1	820.45
EBS CO SUBSCRIPTION SERVICES	PRICE ADJUSTMENT	12.10
FINDAWAY WORLD LLC	ADULT PLAYAWAYS-5	307.45
FINDAWAY WORLD LLC	CHILDREN'S PLAYAWAY	359.04
FINDAWAY WORLD LLC	PLAYAWAYS (6)	337.44
FINDAWAY WORLD LLC	PLAYAWAYS-1	138.73
FINDAWAY WORLD LLC	PLAYAWAYS-10	578.65
FRONTIER	PHONE SERVICE MONTHLY - L	127.92
INVESTOR'S BUSINESS DAILY	TERM 3YRS-WEEKLY PRINT	749.00
KANOPY INC	DIGITAL CONTENT	325.00
KROGER-INDY CUSTOMER CHARGES	MISC.LIBRARY SUPPLIES	45.54
KROGER-INDY CUSTOMER CHARGES	SUPPLIES FOR STAFF-2 TKTS	127.69
KYLE YAP	MUSIC PERFORMANCE ON 6/1/	250.00
LAKE RUN CLUB	SPONSORSHIP PLEDGE/KIDS R	250.00
LAUTERBACH & AMEN LLP	AUDIT SERVICES	2,000.00
LIBRARY IDEAS,LLC	CHILDREN'S ITEMS	791.10
LIBRARY MARKET	WEBSITE-DESIGN & HOSTING	6,133.00
MENARDS	DIST.WATER-BANDAGES,SPRAY	72.43
MENARDS	SUPP-LATCH BOX,PAIL,SAND	23.62
MIDLAND PAPER	PAPER SUPPLIES	646.88
MIDWEST TAPE	DIGITAL CONTENT	7,531.07
MIDWEST TAPE	DIGITAL CONTENT-MAR22	3,440.57
MILLER JANITOR SUPPLY	MULTIFOLD TOWELS/TOILET P	202.90
MORNINGSTAR INC	SUBSCRIP.RENEWAL-WILLIAMS	3,245.00
NICOR GAS	ENERGY USAGE	990.85
OVERDRIVE, INC	DIGITAL CONTENT	2,753.48
QUADIENT, INC.	QUARTERLY METER RENTAL	59.99
QUILL CORPORATION	LIBRARY OFFICE SUPPLIES	155.81
RESUMAYDAY	LAUREN MILLIGAN: VIRTUAL	250.00
SCHOLASTIC LIBRARY PUBLISHING	CHILDREN'S BOOKS	227.43
US BANK/P-CARD	1 in Pinback Button Set -	233.09
US BANK/P-CARD	2022 Marketing Forum Mini	15.00
US BANK/P-CARD	Adult Book - Not Quiet Pe	14.00
US BANK/P-CARD	Adult Books (8)	111.61
US BANK/P-CARD	Bottle Brush 2pk (1)	5.44
US BANK/P-CARD	Carry Out Bag 500 cs (2)	209.70
US BANK/P-CARD	Disinfectant Wipes 4 Refi	99.24

Report to Receive and File Town of Normal Expenditures for Payment as of 05/12/2022-06/08/2022

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
US BANK/P-CARD	Faucet Sprayer Head	18.85
US BANK/P-CARD	Flower Garden Big Book (60.89
US BANK/P-CARD	Flowers for Stephanie Ada	98.93
US BANK/P-CARD	Game Nintendo Switch - NE	52.50
US BANK/P-CARD	Google Workspace Domain R	10.00
US BANK/P-CARD	Items for SRP	129.98
US BANK/P-CARD	Lawn Mower Blades	63.96
US BANK/P-CARD	Library Supplies - Kraft	25.87
US BANK/P-CARD	Monitor Cables - HDMI to	18.99
US BANK/P-CARD	Monthly Membership Dues -	16.95
US BANK/P-CARD	Music CD - I WILL STAND B	18.59
US BANK/P-CARD	New DVD Rel. - GASOLINE	25.92
US BANK/P-CARD	New DVD Rel. - THE HUMAN	38.88
US BANK/P-CARD	New DVD Rel. - ABRAHAM LI	29.88
US BANK/P-CARD	New DVD Rel. - BORREGO (12.99
US BANK/P-CARD	New DVD Rel. - EXPIRED (27.98
US BANK/P-CARD	New DVD Rel. - LAST SURVI	35.97
US BANK/P-CARD	New DVD Rel. - LOCKDOWN	13.99
US BANK/P-CARD	New DVD Rel. - LOCKED DOW	71.96
US BANK/P-CARD	New DVD Rel. - MOONFALL	89.80
US BANK/P-CARD	New DVD Rel. - OUTFIT (1	18.39
US BANK/P-CARD	New DVD Rel. - SUPERINTEL	89.95
US BANK/P-CARD	New DVD Rel. - THE EXORCI	25.92
US BANK/P-CARD	New DVD Rel. - TURNING RE	99.95
US BANK/P-CARD	New DVD Rel. - UNCHARTED	231.89
US BANK/P-CARD	New DVD Rel. - WITHOUT RE	47.96
US BANK/P-CARD	New DVD Rel. - WORLD ENDS	12.99
US BANK/P-CARD	New Music Rel. - 1972 by	14.98
US BANK/P-CARD	New Music Rel. - BACK FRO	12.79
US BANK/P-CARD	New Music Rel. - BEAUTIFU	11.98
US BANK/P-CARD	New Music Rel. - FEAR OF	9.99
US BANK/P-CARD	New Music Rel. - HEART ON	13.79
US BANK/P-CARD	New Music Rel. - PALOMINO	11.97
US BANK/P-CARD	New Music Rel. - SZNZ: SP	8.98
US BANK/P-CARD	New Music Rel. - WE by AR	13.59
US BANK/P-CARD	New Nintendo Switch Game	28.00
US BANK/P-CARD	New Rel. DVD - KING'S DAU	59.84
US BANK/P-CARD	New TV Series - NANCY DRE	29.99

Report to Receive and File Town of Normal Expenditures for Payment as of 05/12/2022-06/08/2022

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
MCKEE ENVIRONMENTAL INC	TESTING CARPET MASTIC	435.00
STUDIO GC INC.	INTERIOR ABATEMENT/RENOV.	89,940.88
STUDIO GC INC.	PLANNING FOR ABATEMENT	975.00
Library Special Reserve Library	Administration - Total	91,350.88
Overall - Total		156,195.38

Director's Report
June 15, 2022

1. Monthly Financial Report

Revenue: The May operating revenues were up 14.55% compared to this time last year, due primarily to earlier receipt of a property taxes. **Expenses:** A report showing expenses totaling \$156,195.38 from May 12 to June 8 is included in this packet. Two May payrolls totaled \$151,016.70.

2. Circulation

Total circulation for May was 52,823, up 12.7% from last year.

3. Abatement Project

Abatement of asbestos above the ceiling in the east half of our facility will require replacement of, at a minimum, ceiling tile, grid, and grilles. Staff are planning for off-site operations and seeking programming spaces to ensure continued service to the community throughout this project. We will optimize the outcome of this project in terms of accessibility, shelving, furniture, and design. Final bid documents are pending work by our engineers. We are aware of supply chain issues that could affect the timeline of this project, and thus plan to have materials on hand before commencing work. Late August is the earliest proposed start date for the project.

4. Budget

The audit for FY2022 is now underway. Preparation of the FY2023-FY2028 budget will begin soon.

5. Board Planning

Our Board planning session will be rescheduled to occur after the abatement bids are in.

6. Uptown South Master Plan

The Town Council selected Farr and Associates to conduct the Uptown South Master Plan project. This process should include a variety of opportunities for public input.

7. Snap Cabs

Our *Bouncing Back from the Pandemic* grant ("Skilling McLean County Residents for Successful Post-Pandemic Employment") funds the purchase of two meeting pods. The pods have been ordered and are scheduled to arrive late July and be installed early August.

8. Summer Reading Challenge

Camp NPL: Read Beyond the Beaten Path began on June 1 with a wonderful kick-off party. Please visit <https://www.normalpl.org/summerreading> for all the details on this great program and the wonderful activities.

9. Nonresident Fee

On an annual basis, Illinois libraries must indicate if they will or will not participate in the nonresident card program, and, if so, set the fee for a nonresident card. This fee indicates the cost for an individual who lives in an area unserved by public libraries to purchase a library

card at the nearest qualifying library. Payment of this fee would entitle all members of that same household to an account. The general mathematical formula to determine the fee is:

$$\frac{\text{Library income from local property taxes}}{\text{service population}} = \$ \frac{\text{_____}}{\text{capita}}$$

Then: (\$/capita) X (average family size) = cost of family card

For Normal Public Library:

$$\frac{\$3,837,594}{52,736} = \frac{\$72.77}{\text{capita}}$$

$$\$72.77 \times 2.5 = \underline{\$181.93}$$

Assuming we wish to continue offering nonresident cards for the coming year, I recommend the cost be set at **\$181.93**.

From the RAILS website: "According to ISL, the nonresident fee cannot be any less than that paid by residents but should approximate the cost paid by residents. There is nothing in the law or the rules that prohibits a library from charging a reasonable amount more than the cost of library service to residents. For example, a library could include within the nonresident fee the cost of administering and issuing a nonresident card."



Revenue & Expense Report

Account

Fiscal Year

All

FY2021-22

0

2

April - May

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	4,065,523.00	4,065,523.00	351,501.11	8.65%	306,854.45	14.55%
31110-Property Tax	3,845,800.00	3,845,800.00	291,838.33	7.59%	253,562.30	15.10%
31530-State Replacement Revenue	110,100.00	110,100.00	43,716.54	39.71%	43,599.54	0.27%
33260-State Grants	65,621.00	65,621.00	10,000.00	15.24%		0.00%
34720-Photocopy Fees	2,000.00	2,000.00	1,397.70	69.89%		0.00%
34750-Replacements Books/AV	5,000.00	5,000.00	1,275.56	25.51%	470.96	170.84%
38210-Investment Income	36,602.00	36,602.00	3,272.98	8.94%	6,202.90	-47.23%
38530-Donations	200.00	200.00				
38910-Miscellaneous	200.00	200.00			3,018.75	-100.00%
222-Library Replacement Fund	92,614.00	92,614.00	13,843.58	14.95%	13,157.47	5.21%
38210-Investment Income	20,623.00	20,623.00	1,845.08	8.95%	2,247.31	-17.90%
39192-Transfer From	71,991.00	71,991.00	11,998.50	16.67%	10,910.16	9.98%
223-Library Special Reserve	10,023.00	10,023.00	676.50	6.75%	17.47	3772.35%
38210-Investment Income	7,523.00	7,523.00	676.50	8.99%	17.47	3772.35%
38910-Miscellaneous	2,500.00	2,500.00				
Total	4,168,160.00	4,168,160.00	366,021.19	8.78%	320,029.39	14.37%

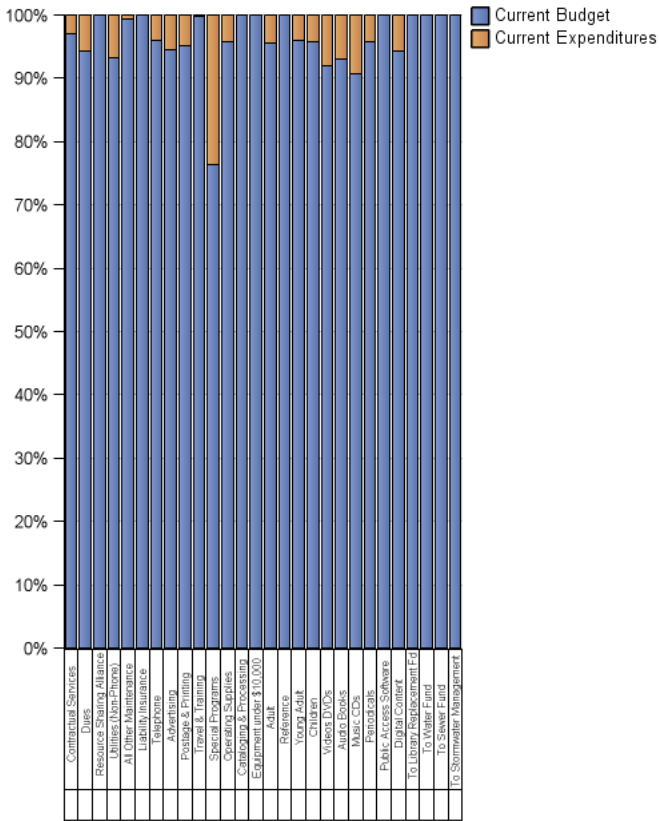
Expense

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	4,129,544.00	4,145,210.00	471,612.80	355,339.52	826,952.32	3,318,257.68	466,359.20	80.05%
10-Administration	4,129,544.00	4,145,210.00	471,612.80	355,339.52	826,952.32	3,318,257.68	466,359.20	80.05%
222-Library Replacement Fund	177,000.00	184,300.00	7,300.00	0.00	7,300.00	177,000.00	63,144.00	96.04%
10-Administration	177,000.00	184,300.00	7,300.00	0.00	7,300.00	177,000.00	63,144.00	96.04%
223-Library Special Reserve	1,000.00	18,981.00	0.00	17,980.90	17,980.90	1,000.10		5.27%
10-Administration	1,000.00	18,981.00	0.00	17,980.90	17,980.90	1,000.10		5.27%
Total	4,307,544.00	4,348,491.00	478,912.80	373,320.42	852,233.22	3,496,257.78	529,503.20	80.40%

Budget to Actual Expenditures

Library - Administration (Library Fund)



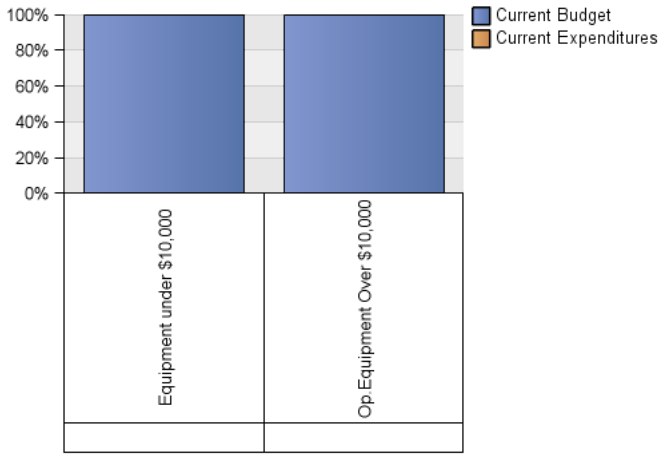
Expenditure Fiscal Year

Library Fund	Library	Administration	Expenditure Fiscal Year	Current Expenditures	Year to Date Expenditures	Current Encumbered Amount	Current Budget	Variance	Original Budget	% Remaining	Exp + Enc			
Library Fund	Library	Administration	221-9010-455-20-10 Contractual Services	\$3,816.99	\$23,021.34	\$35,145.74	\$129,626.00	\$67,641.93	\$129,626.00	52%	\$38,962.73			
			221-9010-455-20-20 Dues	\$350.00	\$300.00	\$0.00	\$5,796.00	\$5,146.00	\$5,796.00	89%	\$350.00			
			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)	\$3,006.83	\$1,224.19	\$0.00	\$42,000.00	\$37,768.98	\$42,000.00	90%	\$3,006.83			
			221-9010-455-25-60 All Other Maintenance	\$400.46	\$267.64	\$16,619.39	\$72,000.00	\$54,712.51	\$72,000.00	76%	\$17,019.85			
			221-9010-455-30-10 Liability Insurance	\$0.00	\$38,139.00	\$7,986.00	\$42,991.00	(\$3,134.00)	\$42,991.00	-7%	\$7,986.00			
			221-9010-455-30-15 Telephone	\$395.94	\$204.00	\$1,473.92	\$9,270.00	\$7,196.14	\$9,270.00	78%	\$1,869.86			
			221-9010-455-30-20 Advertising	\$870.00	\$0.00	\$0.00	\$15,000.00	\$14,130.00	\$15,000.00	94%	\$870.00			
			221-9010-455-30-25 Postage & Printing	\$1,034.83	\$2,719.09	\$10,920.92	\$20,600.00	\$5,925.16	\$20,600.00	29%	\$11,955.75			
			221-9010-455-30-35 Travel & Training	\$15.00	\$975.87	\$0.00	\$12,240.00	\$11,249.13	\$12,240.00	92%	\$15.00			
			221-9010-455-30-40 Special Programs	\$4,638.92	\$3,879.72	\$4,406.01	\$15,000.00	\$2,075.35	\$15,000.00	14%	\$9,044.93			
			221-9010-455-35-10 Operating Supplies	\$2,954.78	\$821.87	\$30,471.96	\$66,606.00	\$32,357.39	\$64,000.00	49%	\$33,426.74			
			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	\$4,340.09	\$6,403.34	\$56,888.85	\$94,048.00	\$26,415.72	\$94,048.00	28%	\$61,228.94			
			221-9010-455-36-15 Reference	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$6,000.00	100%	\$0.00			
			221-9010-455-36-20 Young Adult	\$574.62	\$475.85	\$11,549.53	\$13,506.00	\$906.00	\$13,506.00	7%	\$12,124.15			
			221-9010-455-36-25 Children	\$3,979.04	\$2,854.06	\$67,266.90	\$90,041.00	\$15,941.00	\$90,041.00	18%	\$71,245.94			
			221-9010-455-37-15 Videos DVDs	\$1,434.49	\$552.38	\$7,970.36	\$16,480.00	\$6,522.77	\$16,480.00	40%	\$9,404.85			
			221-9010-455-37-20 Audio Books	\$1,132.72	\$334.39	\$12,559.80	\$15,027.00	\$1,000.09	\$15,000.00	7%	\$13,692.52			
			221-9010-455-37-30 Music CDs	\$454.61	\$115.75	\$2,187.01	\$4,500.00	\$1,742.63	\$4,500.00	39%	\$2,641.62			
			221-9010-455-38-10 Periodicals	\$761.10	\$39.00	\$11,387.90	\$17,505.00	\$5,317.00	\$17,505.00	30%	\$12,149.00			
							\$0.00	\$3,757.75	\$26,192.25	\$82,400.00	\$52,450.00	\$82,400.00	64%	\$26,192.25

		221-9010-455.38-20	Public Access Software							
		221-9010-455.39-10	Digital Content	\$5,776.80	\$6,229.83	\$13,238.37	\$96,099.00	\$70,854.00	\$96,099.00	74% \$19,015.17
		221-9010-455.92-22	To Library Replacement Fd	\$0.00	\$6,468.00	\$0.00	\$77,616.00	\$71,148.00	\$77,616.00	92% \$0.00
		221-9010-455.95-02	To Water Fund	\$0.00	\$242.54	\$0.00	\$3,365.00	\$3,122.46	\$3,365.00	93% \$0.00
		221-9010-455.95-07	To Sewer Fund	\$0.00	\$65.65	\$0.00	\$600.00	\$534.35	\$600.00	89% \$0.00
		221-9010-455.95-10	To Stormwater Management	\$0.00	\$50.60	\$0.00	\$773.00	\$722.40	\$773.00	93% \$0.00
		Summary		35,937.22	100,411.36	398,985.41	1,032,429.00	497,095.01	1,029,796.00	0.48 434,922.63

Budget to Actual Expenditures

Library - Administration (Library Replacement Fund)

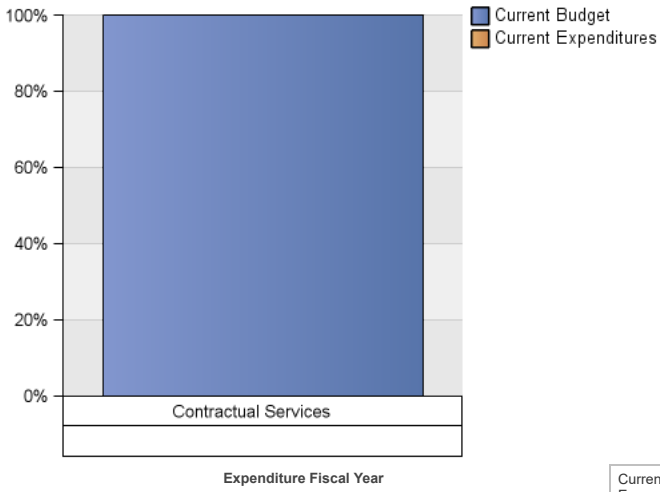


Expenditure Fiscal Year

				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	\$0.00	\$0.00	\$0.00	\$271,225.00	\$271,225.00	\$271,225.00	100%	\$0.00
			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		0.00	0.00	0.00	396,225.00	396,225.00	396,225.00	1.00	0.00

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	\$0.00	\$0.00	\$0.00	\$300,000.00	\$300,000.00	\$300,000.00	100%	\$0.00
Summary					0.00	0.00	0.00	300,000.00	300,000.00	300,000.00	1.00	0.00

NPL Circulation Statistics



May 2022

	Year to Date			Month		
	2020-2021	2021-2022	2022-2023	2020	2021	2022
Juvenile						
Books	376	52,142	62,227	298	26,000	28,921
Videos	0	285	356	0	152	170
Audios	2	1,920	2,167	0	1,002	1,093
Magazines	0	25	91	0	25	42
Other	0	47	584	0	19	526
Juvenile - Total	378	54,419	65,425	298	27,198	30,752
Teen						
Books	26	2,585	2,380	21	1,264	1,101
Audios	0	11	3	0	3	2
Magazines	0	3	0	0	3	0
Teen - Total	26	2,599	2,383	21	1,270	1,103
Adult						
Books	243	18,575	21,758	224	9,174	10,499
Videos	60	5,257	7,504	51	2,689	3,655
Audios	10	2,207	2,507	6	1,131	1,111
Magazines	1	441	378	0	222	183
Other	13	846	1,729	4	420	607
Adult - Total	327	27,326	33,876	285	13,636	16,055
Digital Content						
eAudiobooks*	3,261	3,221	3,658	1,611	1,691	1,876
eBooks*	6,859	5,102	5,139	3,470	2,642	2,601
Magazines	516	266	270	285	108	142
Music	843	45	87	178	21	38
Streaming Video	805	928	488	500	290	246
Content Passes**			25			10
Digital Content - Total**	12,284	9,562	9,667	6,044	4,752	4,913
Total Circulation**	13,015	93,906	111,351	6,648	46,856	52,823

** Content Passes counted differently beginning January 2022

NPL Collection Holdings



May 2022

	Beginning Total	Ending Total	Current Month		Year to Date	
			Added (+)	Change	Added (+)	Change
Juvenile						
Books	83,907	83,979	391	-319	669	-502
Videos	962	959	0	-3	0	-3
Audios	2,305	2,239	19	-85	65	-237
Magazines	204	221	18	-1	36	0
Other	122	122	0	0	0	-4
Juvenile - Total	87,500	87,520	428	-408	770	-746
Teen						
Books	5,240	5,286	53	-7	125	-16
Audios	38	38	0	0	0	0
Magazines	22	23	1	0	3	0
Teen - Total	5,300	5,347	54	-7	128	-16
Adult						
Books	55,191	55,295	329	-225	670	-269
Videos	15,957	15,983	98	-72	171	-78
Audios	13,923	13,914	2	-11	53	-13
Magazines	2,019	1,921	126	-224	299	-327
Other	2,127	2,137	15	-5	27	-6
Adult - Total	89,217	89,250	570	-537	1,220	-693
Total Collection	182,017	182,117	1,052	-952	2,118	-1,455

NPL Digital Content by Month



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

	1.22	2.22	3.22	4.22	5.22	
eRead Illinois						
eAudiobooks	316	280	289	252	256	
eBooks	406	302	325	315	281	
eRead Illinois Total	722	582	614	567	537	
Freeding						
	4	4	6	9	7	
Hoopla						
eAudiobooks	888	856	906	1004	1086	
eBooks	538	609	632	664	751	
Movies/TV	88	132	145	120	135	
Music	39	34	47	49	38	
Hoopla Total	1,553	1,631	1,730	1,837	2,010	
Kanopy						
Individual Titles Plays	86	70	55	76	62	
Plays Through Passes	129	102	45	46	49	
Kanopy Total Videos Played	215	172	100	122	111	
OverDrive						
eAudio	606	480	515	526	534	
eBooks	1,971	1,571	1,574	1,550	1,562	
Magazines	160	110	135	128	142	
OverDrive Total	2,737	2,161	2,224	2,204	2,238	
Total Downloads or Uses						
eAudiobooks	1,810	1,616	1,710	1,782	1,876	
eBooks	2,919	2,486	2,537	2,538	2,601	
Magazines	160	110	135	128	142	
Music	39	34	47	49	38	
Streaming Video	303	304	245	242	246	
Hoopla 7-day BingePass						
hoopla Magazines	7	2	2	6	3	
The Great Courses	3	0	2	0	3	
Curiosity Stream	0	2	0	1	2	
Kanopy Passes						
Kids Play	5	3	3	2	0	
Series Play (TGC)	3	2	1	3	0	
OverDrive 7-Day Passes						
The Great Courses	2	2	1	1	0	
IndieFlix	2	3	1	1	0	
Stingray Qello	0	1	0	1	2	
Craftsy	1	1	1	0	0	
Total Passes	23	16	11	15	10	

NPL Monthly Statistics



May 2022

Library Card Registration

Registration - Fiscal Year 2023

	Beginning count	Registered	Purged	Cards in force YTD	FY22	FY21
Adult	25,719	195	-5	25,909	23,554	34,414
Teen	3,162	6	-12	3,156	2,966	3,416
Juvenile	8,444	27	-8	8,463	7,578	8,766
Total	37,325	228	-25	37,528	34,098	46,596

Patron Count	Current Month	Current YTD	FY22	FY21
Door Count	12,061	25,578		
Offsite programs (est)		-		
Year to Date Total		25,578	16,433	0

Interlibrary Loan and System Holds

	Current Month	Current YTD	FY22	FY21
Borrowed/Rec'd	2,666	5,686	5,486	-
Loaned	2,640	5,806	5,566	-
Reciprocal borrowing	12,472	25,686	19,863	-

Public PCs

	Total Uses	Total Time (hrs)	Average Session (min)	YTD Uses
Children*	1	0	1	1
Adult	693	532	46	1,385
Public Laptop	26	25	57	42
Quick-Use	-	-	-	-
Totals	720	557	104	1,428

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

normalpl.org Site Statistics



May 2022

	Annual Totals Year to Date			May		
	FY 2021	FY 2022	FY 2023	2020	2021	2022
Site Views over time						
Pageviews	31,879	49,430	74,080	18,129	24,674	34,922
Unique Pageviews	25,388	38,550	58,480	14,698	19,266	28,235
Sessions	14,875	25,757	34,093	8,435	12,370	17,073

Top Viewed Pages FY 2023

/	31,498
/events/month	2,056
/events/upcoming	1,822
/summerreading	1,207
/events/month/2022/06	785
/challenges	704
/employment	701
/learning-resources	652
/events/upcoming?page=1	586
/events/month/2022/05	492

Usage by Device FY 2023

Desktop	53.0%
Mobile	44.9%
Tablet	2.1%

Top Viewed Pages May 2022

/	15,597
/summerreading	1,068
/events/upcoming	1,007
/events/month	923
/events/month/2022/06	529
/challenges	507
/employment	402
/learning-resources	399
/event/camp-npl-kickoff-party	394
/events/upcoming?page=1	358

Usage by Device May 2022

Desktop	52.7%
Mobile	45.7%
Tablet	1.6%