

AGENDA  
REGULAR MEETING  
BOARD OF LIBRARY TRUSTEES  
PEORIA PUBLIC LIBRARY

February 15, 2022

5:30 p.m., Main Library, Lower Level 2 Conference Room

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Correspondence to the Board
- V. Presentation by Audience on Agenda Items  
(Bylaws, Article II, Section 1 To assure an opportunity for public participation at both regular and special meetings of the Board, the Board shall adopt rules from time to time that, (a) provide for an opportunity to receive public comment at all Board meetings other than those properly closed to the public, and (b) govern the portion of each meeting during which there is an opportunity for public comment.)
- VI. Consent Agenda
  - A. #2022-18: Request to Approve Minutes as listed below:
    - 1. Minutes of the Building Committee meeting of August 16, 2021
    - 2. Minutes of the Regular Board meeting of January 18, 2022
    - 3. Minutes of the Regular Board meeting Executive Session of January 18, 2022
  - B. #2022-19: Request to Approve Expenditures as listed below:

1. Payroll for Period Ending January 22, 2022	\$128,712.91
2. Payroll for Period Ending February 5, 2022	\$149,255.00
3. Regular Expenditures for February 2022	\$133,146.59
4. 2021 Obligated Fund Expenditures for February 2022	\$ 26,630.59
5. Capital Development Fund Expenditures for February 2022	\$ 13,785.06
  - C. #2022-20: Request of the Executive Director to Approve Personnel Actions for the period ending February 11, 2022
  - D. #2022-21: Request of the Executive Director to Receive and File Finance Report for the month of January 2022
  - E. #2022-22: Request of the Executive Director to Receive and File Library Use Statistics for the month of January 2022
  - F. #2022-23: Affirm Committee Assignments
- VII. Other Action Items
  - A. #2022-24: Recommendation from the Administration to Adopt Revised Dress Guidelines
  - B. #2022-25: Recommendation from the Administration to Adopt a Revised Public Access Computer and Internet Policy

VIII. Report of the Executive Director

- A. Upcoming Programming and Exhibits
- B. COVID Procedures
- C. Weather Closures
- D. ILA Legislative Meet-up
- E. Media Appearances
- F. Media Literacy
- G. Artist in Residence
- H. McClure Branch Lift Project
- I. Open Management Positions
- J. Big Picture Peoria Public Library
- K. Required Annual Reports
- L. Circulation and Door Count Update
- M. Oath of Office
- N. Statements of Economic Interest
- O. Other

IX. Report of Library Board Liaison to the Friends of Peoria Public Library

X. Committee Reports

- A. Building Committee
  - 1. Report of the meeting of February 8, 2022
  - 2. #2022-26: Recommendation from the Administration for Approval of the McClure Branch Lift Project
- B. Community Relations Committee
- C. Executive Committee
- D. Finance Committee
- E. Nominating/Appeals Committee
- F. Personnel/Negotiations Committee
- G. Strategic Planning Committee

XI. Presentation by Audience

(Bylaws, Article II, Section 1 To assure an opportunity for public participation at both regular and special meetings of the Board, the Board shall adopt rules from time to time that, (a) provide for an opportunity to receive public comment at all Board meetings other than those properly closed to the public, and (b) govern the portion of each meeting during which there is an opportunity for public comment).

XII. Other Business

XIII. #2022-27: Executive Session

XIV. #2022-28: Return from Executive Session

XV. Agenda Building (opportunity to suggest topics for future Board meetings)

XVI. #2022-29: Adjournment

MINUTES  
BUILDING COMMITTEE MEETING  
BOARD OF LIBRARY TRUSTEES  
PEORIA PUBLIC LIBRARY  
August 16, 2021

**CALL TO ORDER**

The meeting of the Building Committee of the Board of Library Trustees of Peoria Public Library was called to order at 5:30 p.m. by Chair Jeanne Williamson in the Second Floor Community Room of the Main Library.

**ROLL CALL**

Members Present: Stephen Buck, Margaret Cousin, Lucy Gulley, and Jeanne Williamson

Other Board Members Present: Tiffanie Duncan and Roberta Parks

Members Absent: None

Staff Present: Jay Furniss, Roberta Koscielski, and Randall Yelverton

Others Present: None

**APPROVAL OF MINUTES**

A motion was made by Margaret Cousin, seconded by Lucy Gulley, to approve the minutes of the Building Committee meeting of March 30, 2021. Motion carried unanimously.

**PRESENTATION BY AUDIENCE**

None

**ORDER OF BUSINESS**

**A. McClure Branch Lift**

Randall Yelverton informed committee members that the lift is not working. When installed it had an expected life of 10 years. It is now 25 years old and parts are no longer available. McClure Branch must be made ADA accessible. The cost of a new lift plus the reconstruction of the shaft is expected cost up to \$100,000. The next step will be to hire an architect to create a bid package. Money for the project is in the Capital Development Fund. There is no committee or Board action needed at this time.

**B. Main Library Press**

Randall Yelverton reported that Jenni Davis and Laura Fehr have researched and recommended a digital multi-media press that can print envelopes and mailers on a variety of stocks. The cost is \$19,000. This expenditure will be brought to the September Board meeting for approval.

**EXECUTIVE SESSION**

None

**OTHER BUSINESS**

Randall Yelverton reported that the 2004 Impala needs costly repairs in relation to its value. As a result, a large van will be purchased to replace the Impala.

**TOPICS TO GUIDE FUTURE AGENDAS**

None

**ADJOURNMENT**

A motion was made by Margaret Cousin, seconded by Lucy Gulley, to adjourn this meeting at 5:48 p.m. Motion carried.

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Jeanne Williamson, Chair  
Building Committee  
Board of Library Trustees  
Peoria Public Library

MINUTES  
ANNUAL MEETING  
BOARD OF LIBRARY TRUSTEES  
-- PEORIA PUBLIC LIBRARY  
January 18, 2022

**CALL TO ORDER**

Board President Stephen Buck called the meeting of the Board of Library Trustees of Peoria Public Library to order at 5:30 p.m. This Annual meeting was in the Lower Level 2 Conference Room at Main Library, 107 NE Monroe, Peoria, Illinois.

**PLEDGE OF ALLEGIANCE**

The President requested that all those who are able to please stand and join him in saying the Pledge of Allegiance.

**ROLL CALL**

Board Members Present: Ruth Bittner, Stephen M. Buck, Margaret E. Cousin, Cathie Neumiller, Roberta Parks, and Melissa Whitney

Board Members Present Via Conference Phone: Tiffanie S. Duncan and Barbara Van Auken

Board Members Absent: Lucy D. Gulley

Library Staff Present: Carolyn Conklin, Reference Assistant; Jennifer Davis, Manager of Public Relations; Elise Hearn, Manager of Lakeview Branch; Alyce Jackson, Manager of Programming; Jennifer Jacobsen-Wood, Manager of Technical Services; Roberta Koscielski, Deputy Director; and Randall Yelverton, Executive Director

Others Present: None

A motion was made by Roberta Parks, seconded by Margaret Cousin, to approve the attendance at this meeting via conference phone of Tiffanie Duncan because of employment purposes and Barbara Van Auken because of illness or disability. Motion carried unanimously.

**CORRESPONDENCE TO THE BOARD**

The folder of correspondence items was passed around for Board member review at this meeting.

**PRESENTATION BY AUDIENCE ON AGENDA ITEMS**

None

**CONSENT AGENDA**

A. #2022-01: Request to Approve Minutes as listed below:

1. Minutes of the Regular Board meeting of November 23, 2021
2. Minutes of the Strategic Planning Committee meeting of December 7, 2021

B. #2022-02: Request to Approve Expenditures as listed below:

- |  |              |
|--|--------------|
| 1. Payroll for Period Ending November 13, 2021 | \$126,987.12 |
| 2. Payroll for Period Ending November 27, 2021 | \$126,763.56 |
| 3. Payroll for Period Ending December 11, 2021 | \$126,987.37 |

4. Payroll for Period Ending December 25, 2021	\$126,476.69
5. Payroll for Period Ending January 8, 2022	\$128,067.69
6. Regular Expenditures for December 2021	\$242,626.97
7. Capital Development Fund Expenditures for December 2021	\$ 13,586.56
8. Regular Expenditures for January 2022	\$245,231.65
9. 2021 Obligated Fund Expenditures for January 2022	\$353,114.08
10. Capital Development Fund Expenditures for January 2022	\$ 33,119.94

- C. #2022-03: Request of the Executive Director to Approve Personnel Actions for the period ending January 14, 2022
- D. #2022-04: Request of the Executive Director to Receive and File Finance Report for the months of November and December 2021
- E. #2022-05: Request of the Executive Director to Receive and File Library Use Statistics for the months of November and December 2021
- F. #2022-06: Establish dates and times for 2022 Regular Board of Library Trustees meetings

A motion was made by Roberta Parks, seconded by Melissa Whitney, to approve Consent Agenda items #2022-01 through #2022-06 as presented. Motion passed unanimously.

New Board member Ruth Bittner introduced herself to the Board. She is a native Peorian, a former Peoria Public Library student page, an accountant, and the Chief Financial Officer for Peoria Riverfront Museum. Board members then introduced themselves to Ruth.

#### **OTHER ACTION ITEMS**

- A. #2022-07: Recommendation from the Administration to Adopt a Revised Reference Services Policy  
Randall noted that no changes had been made to this policy since the first reading review. A motion was made by Barbara Van Auken, seconded by Margaret Cousin, to adopt the revised Reference Services Policy as presented. Motion carried unanimously.
- B. #2022-08: Recommendation from the Administration for a First Reading Review of Revised Dress Guidelines  
Board members commented on the revised guidelines. Mr. Buck then noted that the revised policy would be presented for approval at the February 2022 Board meeting.
- C. #2022-09: Recommendation from the Administration for a First Reading Review of a Revised Public Access Computer and Internet Policy  
Randall noted clarifications to wording in this revision. Hearing no questions, Mr. Buck noted that it would be presented for approval at the February 2022 Board meeting.

- D. #2022-10: Recommendation from the Administration for a First Reading Review of a Revised Unattended Children Policy  
Randall noted that public services staff members requested an update of the procedures for handling unattended children at closing time. This policy will be brought to the Board for approval at an upcoming meeting.
- E. #2022-11: Recommendation from the Administration to Approve Expenditure of \$54,560 from previously allocated Capital Development Funds to purchase 55 HP ProOne 600 G6 All-in-One Computers  
Randall noted that this expenditure will replace old and outdated public workstations at Main Library. Main Library public workstations are currently Windows 7, which is no longer supported by Microsoft. The new computers will be Windows 10 Pro. A motion was made by Roberta Parks, seconded by Margaret Cousin, to approve the expenditure of \$54,560 from previously allocated Capital Development Funds to purchase 55 HP ProOne 600 G6 All-in-One computers as presented. Motion carried unanimously.

### **REPORT OF THE EXECUTIVE DIRECTOR**

- A. Upcoming Programming and Exhibits  
The January programming report as well as the January events calendar were provided in the Board packet.
- B. COVID Update  
Randall reported that COVID procedures continue at all our library locations and masks are still required. He sent out an updated COVID guidance email to all staff last week.
- C. Welcoming Our New Board Member  
Welcome, Ruth!
- D. New Board Member Orientation  
Randall reported that he and Roberta met with Ruth this month for her Board orientation. We look forward to working with Ruth and appreciate her willingness to serve.
- E. Roberta Koscielski Retirement  
Randall reported that Deputy Director Roberta Koscielski will be retiring as of May 13, 2022. Thankfully, she is giving us plenty of time to find her successor and has offered to help assist them so the library can have a seamless transition. Her position will be advertised through the Reaching Across Illinois Library System (RAILS), Illinois Library Association, and American Library Association. In addition, Jay Furniss' last day at the Library will be Friday, February 4. His position will be advertised through RAILS and the Journal Star.
- F. Annual Reviews  
Randall reported that he and Roberta conducted annual reviews of management staff at the end of December 2021.

G. Strategic Planning Update

Randall reported that he met with the Strategic Planning Committee in December and January to discuss concrete ways to fulfill the goals laid out in the Strategic Plan.

H. Lincoln Branch Anniversary Reception

Randall thanked Cynthia Smith, Jenni Davis, and Alyce Jackson for putting together a wonderful reception to honor the ten-year anniversary of the expansion and renovation of Lincoln Branch. Thank you to all who were able to attend this event.

I. McClure Branch Lift Repair

Randall reported that he and Jay have been working with PCM+D Architects on an RFP for the McClure Branch lift replacement. They have prepared the necessary documents and we have received several requests for them by interested companies. We will need to have a meeting with the Building Committee to review Jay's and Randall's final recommendation which will then be presented to the Board for the February 2022 monthly meeting.

J. Circulation and Door Count Update

Randall reported that the visitor total for December 2020 was 671 versus 17,152 for December 2021. We were offering curbside service only in December 2020 due to a pre-vaccine COVID surge. The circulation total for the same period increased by 33.6%.

The visitor total for all of 2020 versus 2021 decreased by 4.3%. However, the circulation total for the same time period increased by 20.2%. The drop-off in visitor numbers is in large part due to factoring in our pre-pandemic isolation months of January and February 2020 in which we had larger visitor counts than in any individual month since.

K. Standards for Illinois Public Libraries, Chapter 13 "Marketing, Promotion, and Collaboration"

Randall noted that although the standards in this chapter recommend that information about library programs and services be provided to the community through a newsletter at least three times a year, we provide it twelve times a year. He added that we need to develop strategies to reach those that do not use the library. He also noted that we should include public relations and customer service as part of the orientation of all new staff and Board members.

L. Oath of Office

All Board members present signed the Oath of Office form and provided it to Secretary Cathie Neumiller for her signature. These forms, which are signed at the beginning of each calendar year, are kept on file in the Administration Office.

M. Statements of Economic Interest

Roberta Koscielski reported that she is submitting Board members' names and addresses to the Peoria County Clerk so they will receive an electronic Statement of Economic Interest form to be completed and submitted by May 2, 2022.



N. Other  
None

## **REPORT OF LIBRARY BOARD LIAISON TO THE FRIENDS OF PEORIA PUBLIC LIBRARY**

The December Treasurer's Report was included in the Board packet.

Friends President Margaret Cousin reminded Board members that there will be no more written Friends report in the monthly Board packet, just the monthly Treasurer's Report. She announced that recently large Friends expenditures include \$5,000 for advertising, \$5,000 for programming, and \$12,500 for an upcoming program by Wil Haygood. She noted the need to grow Friends membership to continue to have the funding in place to meet library needs. She added her intention to submit more grant requests on behalf of the Friends beginning later this year.

## **COMMITTEE REPORTS** (alphabetical listing of committee reports follow the agenda)

The Building, Community Relations, Executive, Finance, Nominating/Appeals, and Personnel/Negotiations Committees did not have a report.

### **G. Strategic Planning Committee**

1. Report of the meetings of December 7, 2021 and January 11, 2022  
Committee Chair Roberta Parks reported that the committee met in December to review the preliminary Strategic Plan action steps that were provided by Randall. The committee met again on January 11 to review the target dates that were added to the action steps.
2. #2022-12: Approval of 2022 Strategic Plan Action Steps  
A motion was made by Margaret Cousin, seconded by Cathie Neumiller, to approve the 2022 Strategic Plan action steps as presented. Motion carried unanimously.

## **PRESENTATION BY AUDIENCE**

None

## **OTHER BUSINESS**

None

## **EXECUTIVE SESSION**

A motion was made by Margaret Cousin, seconded by Roberta Parks, to move into Executive Session at 6:13 p.m. for the purpose of authorizing the destruction of lawfully recorded audio tapes of closed meetings in accordance with the Illinois State Law Public Act 93 0523 (2.06) effective January 1, 2004 and for the purpose of reviewing and discussing minutes of meetings lawfully closed and determine if they should be open to the public under the Open Meetings Act (5ILCS 120/2(c)(21)). Motion carried unanimously.

## **RETURN TO REGULAR SESSION**

The Board returned to Regular Session at 6:15 p.m.

- A. #2022-14: Authorize destroying lawfully recorded audio tapes of closed meetings in accordance with the Illinois State Law Public Act 93 0523 (2.06) effective January 1, 2004
  - 1. Regular Board Meeting: Executive Session December 17, 2019
    - a. Authorize destroying lawfully recorded audio tapes of closed meetings in accordance with the Illinois State Law Public Act 93 0523 (2.06) effective January 1, 2004
    - b. Review and discuss minutes of meetings lawfully closed and determine if they should be open to the public under the Open Meetings Act (5ILCS 120 2(c)(21))
  - 2. Regular Board Meeting: Executive Session January 21, 2020
    - a. For the purpose of discussing personnel matters related to collective bargaining (5ILCS 120/2(c)(2))
  - 3. Personnel/Negotiations Committee: Executive Session February 18, 2020
    - a. For the purpose of discussing personnel matters related to collective bargaining (5ILCS 120/2(c)(2))
  - 4. Regular Board Meeting: Executive Session February 19, 2020
    - a. For the purpose of discussion personnel matters (5ILCS 120/2(c)(1))
  - 5. Personnel/Negotiations Committee: Executive Session June 4, 2020
    - a. For the purpose of discussing personnel matters related to collective bargaining (5ILCS 120/2(c)(2))
  - 6. Regular Board Meeting: Executive Session June 16, 2020
    - a. Authorize destroying lawfully recorded audio tapes of closed meetings in accordance with the Illinois State Law Public Act 93 0523 (2.06) effective January 1, 2004
    - b. Review and discuss minutes of meetings lawfully closed and determine if they should be open to the public under the Open Meetings Act (5ILCS 120 2(c)(21))
    - c. For the purpose of discussion personnel matters (5ILCS 120/2(c)(1))
    - d. For the purpose of discussing personnel matters related to collective bargaining (5ILCS 120/2(c)(2))

A motion was made by Roberta Parks, seconded by Margaret Cousin, to destroy all six recordings listed on the Executive Session agenda as presented. Motion carried unanimously.

- B. #2022-15: Review and discuss minutes of meetings lawfully closed and determine if they should be open to the public under the Open Meetings Act (5ILCS 120/2(c)(21))
  - 1. Regular Board Meeting: Executive Session May 18, 2021
    - a. Authorize destroying lawfully recorded audio tapes of closed meetings in accordance with the Illinois State Law Public Act 93 0523 (2.06) effective January 1, 2004
    - b. Review and discuss minutes of meetings lawfully closed and determine if they should be open to the public under the Open Meetings Act (5ILCS 120 2(c)(21))
  - 2. Regular Board Meeting: Executive Session July 27, 2021
    - a. For the purpose of discussing personnel matters (5ILCS 120/2(c)(1))

A motion was made by Roberta Parks, seconded by Melissa Whitney, to keep closed both sets of minutes listed on the Executive Session agenda as presented. Motion carried unanimously.

**AGENDA BUILDING**

The next Building Committee meeting will be held at Lincoln Branch and include discussion of the refinishing of the Lincoln Carnegie doors.

**ADJOURNMENT**

The meeting was adjourned at 6:18 p.m.

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Cathie Neumiller, Secretary  
Board of Library Trustees  
Peoria Public Library

## REPORT OF COMMITTEE

February 15, 2022

To the Mayor and Members of the City Council of the City of Peoria:

Your Library Board of Trustees Committee, having examined the following bills begs leave to report them correct, and recommends that the same be allowed, and that the Mayor and Comptroller be authorized to issue orders on the City Treasurer for the several amounts, as listed, the total amount being:

**\$ 133,146.59**

Approved for Payment\_\_\_\_\_.

Approved for Payment\_\_\_\_\_.

<u>NAME OF VENDOR</u>	<u>ACTIVITY</u>	<u>AMOUNT</u>
SYNCB/AMAZON	Programming	\$ 393.86
Baker & Taylor	Books	\$ 7,166.96
Center Point Large Print	Books	\$ 325.98
Financial Information Inc.	Books	\$ 895.00
Cengage Learning/Gale	Books	\$ 2,724.76
Ingram Library Services	Books	\$ 2,673.24
Library Ideas LLC	Books	\$ 87.90
OverDrive, Inc.	Books/Non-Print	\$ 958.02
Thomson Reuters - West Payment Center	Books	\$ 398.91
Kanopy, Inc.	Non-Print	\$ 904.00
Marcive Inc.	Non-Print	\$ 1,570.00
Morningstar Inc.	Non-Print	\$ 904.00
Tumbleweed Press Inc.	Non-Print	\$ 2,163.40
Capital One (Walmart Community)	Programming	\$ 191.25
Chase CardMember Services	Publicity/Supplies/Automation/Misc.	\$ 1,114.67
Elise Hearn	Programming	\$ 40.00

Home Science Tools	Programming	\$ 71.90
Jamie Jones	Programming	\$ 69.98
Lowe's	Programming	\$ 17.35
WWCT-FM	Publicity	\$ 250.00
City of Peoria - General Fund	Medical Insurance	\$ 58,252.77
Ameren Illinois	Gas & Electricity	\$ 11,391.31
AT&T	Telephones	\$ 3,559.55
Verizon	Telephones/Automation	\$ 360.45
Greater Peoria Sanitary District	Water & Sewage	\$ 465.95
Illinois American Water	Water & Sewage	\$ 545.25
RK Dixon	Equip. Serv. Cont.	\$ 760.12
Carmody Lawn Services Inc.	Building Services	\$ 1,545.00
KONE, Inc.	Building Services	\$ 10,151.36
Pipco Companies, Ltd.	Building Services	\$ 900.00
Securitas Security Services USA, Inc.	Building Services	\$ 9,002.44
Vonachen Services, Inc.	Building Services	\$ 7,307.00
Grainger	Building Supplies	\$ 232.91
Nena Hardware	Building Supplies	\$ 129.84
Midwest Mailing & Shipping Systems, Inc.	Library Supplies	\$ 194.49
Integrated Payments Consulting LLC	Miscellaneous	\$ 40.00
Unique Management Services, Inc.	Miscellaneous	\$ 298.50
Illinois Department of Innovation & Technology	Automation	\$ 25.00
PPL Petty Cash Checking Account	Reimburse to Petty Cash Checking	\$ 54.04
		<b>\$ 128,137.16</b>
	Books & Related Materials	\$ 21,166.03
	Finance Bills	\$ 106,971.13

SUB-TOTAL	\$ 128,137.16
Calpine Energy Solutions	\$ 5,009.43
TOTAL	\$ 133,146.59

## REPORT OF COMMITTEE

### 2021 OBLIGATED FUNDS

February 15, 2022

To the Mayor and Members of the City Council of the City of Peoria:

Your Library Board of Trustees Committee, having examined the following bills begs leave to report them correct, and recommends that the same be allowed, and that the Mayor and Comptroller be authorized to issue orders on the City Treasurer for the several amounts, as listed, the total amount being:

**\$ 26,630.59**

Approved for Payment \_\_\_\_\_.

Approved for Payment \_\_\_\_\_.

<u>NAME OF VENDOR</u>	<u>ACTIVITY</u>	<u>AMOUNT</u>
SYNCB/AMAZON	Books/Library Supplies	\$ 737.17
Baker & Taylor	Books	\$ 2,491.58
Center Point Large Print	Books	\$ 1,251.18
Children's Plus Inc.	Books	\$ 151.50
Cengage Learning/Gale	Books	\$ 1,656.14
Ingram Library Services	Books	\$ 1,582.48
Scholastic Library Publishing	Books	\$ 147.70
Midwest Tape	Non-Print	\$ 4,499.81
Hodges Loizzi Eisenhammer Rodick & Kohn LL Professional Services		\$ 328.60
Velocity Creative Concepts	Publicity	\$ 995.00
City of Peoria - General Fund	Vehicles	\$ 266.56
City of Peoria - Stormwater	Water & Sewage	\$ 2,530.50
RK Dixon	Equip. Serv. Cont.	\$ 196.76
Kelly Glass Inc.	Building Maint. & Rprs.	\$ 4,856.00
C. L. O'Brien & Co. Inc.	Building Maint. & Rprs.	\$ 3,678.66

Home Depot Pro Institutional	Building Supplies	\$	537.60
Uftring Weston Chevrolet Cadillac	Vehicles	\$	723.35
		\$	26,630.59
	Books & Related Materials	\$	12,517.56
	Finance Bills	\$	14,113.03
	SUB-TOTAL	\$	26,630.59
	TOTAL	\$	26,630.59



## REPORT OF COMMITTEE

### CAPITAL DEVELOPMENT FUND

February 15, 2022

To the Mayor and Members of the City Council of the City of Peoria:

Your Library Board of Trustees Committee, having examined the following bills begs leave to report them correct, and recommends that the same be allowed, and that the Mayor and Comptroller be authorized to issue orders on the City Treasurer for the several amounts, as listed, the total amount being: **\$ 13,785.06**

Approved for Payment\_\_\_\_\_.

Approved for Payment\_\_\_\_\_.

<u>NAME OF VENDOR</u>	<u>ACTIVITY</u>	<u>AMOUNT</u>
SYNCB/AMAZON	Capital Development Fund	\$2,299.71
CDW Government	Capital Development Fund	\$4,915.36
C.L. O'Brien & Co. Inc.	Capital Development Fund	\$3,291.84
Principal Construction Management + Design	Capital Development Fund	\$3,278.15
TOTAL		<b>\$13,785.06</b>

# PEORIA PUBLIC LIBRARY MEMORANDUM

**TO:** BOARD OF LIBRARY TRUSTEES  
**FROM:** RANDALL YELVERTON, EXECUTIVE DIRECTOR  
**DATE:** February 15, 2022  
**SUBJECT:** LIBRARY BOARD MEMORANDUM #2022-19  
PERSONNEL ACTIONS FOR PERIOD ENDING February 11, 2022

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## APPOINTMENTS

Kiedis Alexander, Maintenance I Technician, Main Library.....02/09/22

## PROMOTIONS & TRANSFERS

None

## RESIGNATIONS

Jay Furniss, Manager of Facilities .....10/31/03-02/04/22

## DISMISSALS

Unique Qualls, Student Page, McClure Branch.....10/18/21-01/21/22

All appointments or promotions were as of the effective dates shown following each entry and at the entering salary step for the position filled under the Official Classification and Salary Schedule now in effect by Board action and as shown on the Table of Organization. Approval of these personnel actions as outlined above and as already taken is now recommended.  
See Minutes of February 15, 2022

**PEORIA PUBLIC LIBRARY FINANCIAL REPORT**

**JANUARY 31, 2022**

**STATEMENT OF REVENUES and EXPENDITURES**

Jan = 8.3%

	(1) 2022 <u>BUDGET</u>	(2) <u>YTD '22</u>	(3) <u>YTD '21</u>	(4) YTD % Increase/ Decrease	(5) Jan = 8.3% (5 = 2/1) % of Budget Line Items
<b>REVENUES</b>					
Property Taxes	\$ 6,621,612	\$ -	\$ -	0.0%	0.0%
Personal Property Replacement Tax	\$ 473,059	\$ -	\$ -	0.0%	0.0%
Service Charges/Fines/Fees	\$ 30,000	\$ 3,808	\$ 178	2044.7%	12.7%
Per Capita Grant	\$ 150,000	\$ -	\$ -	0.0%	0.0%
Grants	\$ -	\$ -	\$ 5,040	0.0%	0.0%
Interest	\$ 10,000	\$ -	\$ 601	-100.0%	0.0%
Current Revenue	\$ 7,284,671	\$ 3,808	\$ 5,819	-34.6%	0.1%
 Borrowed from Working Cash Fund		\$ 496,280	\$ 447,618	10.9%	
Gift & Mem./Restricted Fund Bal. Fwd.		\$ 3,127	\$ 12,563	-75.1%	
<b>TOTAL REVENUES</b>	\$ 7,284,671	\$ 503,215	\$ 466,000	8.0%	6.9%

	2022 <u>BUDGET</u>	<u>YTD '22</u>	<u>YTD '21</u>	YTD % Increase/ Decrease	% of Budget Line Items
<b>EXPENDITURES</b>					
Management Salaries	\$ 1,245,600	\$ 96,227	\$ 96,735	-0.5%	7.7%
Non-Management Salaries	\$ 2,214,400	\$ 160,553	\$ 156,317	2.7%	7.3%
IMRF/FICA/Medicare	\$ 720,000	\$ -	\$ -	0.0%	0.0%
Medical Insurance (Medical Premiums)	\$ 700,000	\$ 59,283	\$ 60,422	-1.9%	8.5%
GASB 45 Liability	\$ -	\$ -	\$ -	0.0%	0.0%
<b>TOTAL PERSONNEL SERVICES</b>	\$ 4,880,000	\$ 316,064	\$ 313,475	0.8%	6.5%

Books / eBooks	\$ 622,691	\$ 1,082	\$ 1,053	2.7%	0.2%
Periodicals	\$ 52,000	\$ 801	\$ -	0.0%	1.5%
Non-Print	\$ 290,000	\$ 2,428	\$ 1,982	22.5%	0.8%
Professional Services	\$ 23,000	\$ -	\$ -	0.0%	0.0%
Audits & Appraisals	\$ 9,200	\$ -	\$ -	0.0%	0.0%
Publicity	\$ 28,000	\$ 2,790	\$ 7,290	-61.7%	10.0%
Programming	\$ 40,000	\$ 2,283	\$ 506	351.6%	5.7%
Technical Services	\$ 38,000	\$ -	\$ -	0.0%	0.0%
Binding	\$ -	\$ -	\$ -	0.0%	0.0%
Digitizing	\$ 3,500	\$ -	\$ -	0.0%	0.0%
Automation Service Contract	\$ 80,000	\$ 40,161	\$ 6,694	500.0%	50.2%
Building Insurance	\$ 125,280	\$ 124,452	\$ 115,688	7.6%	99.3%
Unemployment Insurance	\$ 10,000	\$ -	\$ -	0.0%	0.0%
Electricity	\$ 135,000	\$ -	\$ 3,512	-100.0%	0.0%
Gas	\$ 45,000	\$ -	\$ -	0.0%	0.0%
Water & Sewage	\$ 27,000	\$ -	\$ 187	-100.0%	0.0%
Telephones	\$ 100,000	\$ 3,974	\$ 3,868	2.7%	4.0%
Equipment Service Contracts	\$ 98,000	\$ 223	\$ 223	0.0%	0.2%
Equipment Repairs	\$ 1,000	\$ -	\$ -	0.0%	0.0%
Building Services	\$ 215,000	\$ 7,307	\$ 7,416	-1.5%	3.4%
Building Maintenance & Repairs	\$ 25,000	\$ -	\$ -	0.0%	0.0%
Building Supplies	\$ 40,000	\$ 101	\$ 301	-66.4%	0.3%
Postage	\$ 15,000	\$ -	\$ -	0.0%	0.0%
Travel, Education & Meetings	\$ 25,000	\$ -	\$ -	0.0%	0.0%
<b>TOTAL CONTRACTUAL SERVICES</b>	\$ 2,047,671	\$ 185,602	\$ 148,720	24.8%	9.1%

Library Supplies	\$ 39,000	\$ 269	\$ 970	-72.3%	0.7%
Technical Supplies	\$ 28,000	\$ -	\$ 156	-100.0%	0.0%
Miscellaneous	\$ 20,000	\$ 1,068	\$ 689	55.0%	5.3%
Furniture & Fixtures	\$ 5,000	\$ 41	\$ -	0.0%	0.8%
Automation	\$ 55,000	\$ -	\$ 1,990	-100.0%	0.0%
Vehicles	\$ 10,000	\$ 171	\$ -	0.0%	1.7%
City Administrative Fees	\$ 200,000	\$ -	\$ -	0.0%	0.0%
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	\$ 357,000	\$ 1,550	\$ 3,805	-59.3%	0.4%

<b>TOTAL EXPENDITURES</b>	\$ 7,284,671	\$ 503,215	\$ 466,000	8.0%	6.9%
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<b>Excess/Deficiency of Revenues over Expenditures</b>		<u>YTD '22</u>	<u>YTD '21</u>		
		\$ (0)	\$ 0		

**PEORIA PUBLIC LIBRARY FINANCIAL REPORT  
ENDING FUND BALANCES**

**JANUARY 31, 2022**

<b>Excess/Deficiency of Revenues over Expenditures</b>	<b><u>YTD '22</u></b>	<b><u>YTD '21</u></b>
	\$ (0)	\$ -
Working Cash Fund	\$ 503,999	\$ 552,661
Currently Borrowing from City of Peoria	\$ 496,280	\$ 447,618
Capital Development Fund	\$ 2,181,088	\$ 1,866,435
Earned Vacation Pay	\$ 19,226	\$ 19,226
Obligated Funds	\$ 339,047	\$ 374,031
<b>CASH IN BANK</b>	<b>\$ 3,539,641</b>	<b>\$ 3,259,972</b>

<b><u>CAPITAL DEVELOPMENT FUND</u></b>	<b><u>YTD '22</u></b>	<b><u>YTD '21</u></b>
Capital Development Fund Balance	\$ 2,181,088	\$ 1,866,435

<b><u>GRANTS</u></b>		
Ending Fund Balance	\$ 2,100	\$ 17,097

<b><u>GIFT &amp; MEMORIAL/ENDOWMENT FUND</u></b>		
Ending Fund Balance	\$ 600,024	\$ 581,180

**PEORIA PUBLIC LIBRARY FINANCIAL REPORT,  
JANUARY 31, 2022**

	<u>JAN. '22</u>	<u>JAN. '21</u>
Library Fines	\$ 115.35	\$ 15.00
Lost & Paid Materials	\$ 159.89	\$ 117.97
Miscellaneous	\$ 2,781.59	\$ 12.39
Computer Fees	\$ 454.27	\$ 32.20
Copiers	\$ 297.05	\$ -
Contract Services	\$ -	\$ -
Reimbursements Received	\$ -	\$ -
Grants	\$ -	\$ 5,040.00
Per Capita Grant	\$ -	\$ -
Tax Distributions	\$ -	\$ -
Personal Property Replacement Tax	\$ -	\$ -
Interest Income	\$ -	\$ 601.45
<b>SUB-TOTAL REVENUES</b>	<b>\$ 3,808.15</b>	<b>\$ 5,819.01</b>
Capital Development Fund	\$ 33,119.94	\$ -
Gift & Memorial Income	\$ 1,027.32	\$ 505.60
2021 Restricted Fund Balance	\$ 2,100.00	\$ 12,057.00
Working Cash Fund	\$ 496,280.00	\$ 447,617.93
<b>TOTAL REVENUES</b>	<b>\$ 536,335.41</b>	<b>\$ 465,999.54</b>
 Library Expenditures	 \$ 503,215.49	 \$ 465,999.54
Capital Development Fund	\$ 33,119.94	\$ -
Grant Expenditures	\$ -	\$ -
Gift & Memorial Expenditures	\$ 1,027.32	\$ 505.60
Less Restricted Income	\$ 2,100.00	\$ 12,057.00
Reimb. To Working Cash Fund	\$ -	\$ -
<b>BALANCE AVAILABLE</b>	<b>\$ (3,127.34)</b>	<b>\$ (12,562.60)</b>

**TAX DISTRIBUTIONS**

<u>MONTH</u>	<u>2022</u>	<u>2021</u>
	<u>AMOUNT</u>	<u>AMOUNT</u>
January	\$ -	\$ -
February	\$ -	\$ -
March	\$ -	\$ -
April	\$ -	\$ -
May	\$ -	\$ -
June	\$ -	\$ -
July	\$ -	\$ -
August	\$ -	\$ -
September	\$ -	\$ -
October	\$ -	\$ -
November	\$ -	\$ -
December	\$ -	\$ -

Earned Vacation Pay	\$ 19,226.10	Working Cash Fund	\$ 503,999.38
Restricted Grant Income	\$ 2,100.00		

**GIFT & MEMORIALS**

**ENDOWMENTS**

Capital Development Fund Balance	\$ 2,181,088.35	Beginning Balance	\$ 590,778.12
		Income	\$ 10,273.16
		Expenditures	\$ 1,027.32
		Ending Balance	\$ 600,023.96

## PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JANUARY 31, 2022

<u>RESTRICTED FUNDS - GRANTS</u> <u>2021-2022</u>		<u>GRANT</u> <u>AMOUNTS</u>	<u>JANUARY</u>	<u>CUMULATIVE</u>	<u>BALANCE</u>
L2104	Delta Kappa Gamma Society	\$ 2,100.00	\$ -	\$ -	\$ 2,100.00
TOTAL RESTRICTED FUNDS		\$ 2,100.00	\$ -	\$ -	\$ 2,100.00

# PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JANUARY 31, 2022

2022

2021

	BUDGET	JANUARY	BALANCE	BUDGET	SPENT
Salaries	\$ 3,460,000	\$ 256,780.60	\$ 3,203,219.40	\$ 3,586,651	\$ 253,052.13
IMRF/FICA/Medicare	\$ 720,000	\$ -	\$ 720,000.00	\$ 520,000	\$ -
Med. Insur. (Premiums)	\$ 700,000	\$ 59,283.11	\$ 640,716.89	\$ 651,000	\$ 60,422.38
GASB 45 Liability	\$ -	\$ -	\$ -	\$ -	\$ -
Books / eBooks	\$ 622,691	\$ 1,082.20	\$ 621,608.80	\$ 669,138	\$ 1,053.26
Periodicals	\$ 52,000	\$ 800.80	\$ 51,199.20	\$ 45,000	\$ -
Non-Print	\$ 290,000	\$ 2,427.89	\$ 287,572.11	\$ 352,559	\$ 1,981.93
Professional Services	\$ 23,000	\$ -	\$ 23,000.00	\$ 10,000	\$ -
Audits & Appraisals	\$ 9,200	\$ -	\$ 9,200.00	\$ 8,000	\$ -
Publicity	\$ 28,000	\$ 2,790.00	\$ 25,210.00	\$ 28,000	\$ 7,290.00
Programming	\$ 40,000	\$ 2,283.27	\$ 37,716.73	\$ 40,000	\$ 505.60
Technical Services	\$ 38,000	\$ -	\$ 38,000.00	\$ 45,000	\$ -
Binding	\$ -	\$ -	\$ -	\$ -	\$ -
Digitizing	\$ 3,500	\$ -	\$ 3,500.00	\$ 4,000	\$ -
Automation Serv. Cont.	\$ 80,000	\$ 40,161.00	\$ 39,839.00	\$ 78,000	\$ 6,693.50
Building Insurance	\$ 125,280	\$ 124,452.00	\$ 828.00	\$ 116,000	\$ 115,688.00
Unemployment Insur.	\$ 10,000	\$ -	\$ 10,000.00	\$ 10,000	\$ -
Electricity	\$ 135,000	\$ -	\$ 135,000.00	\$ 135,000	\$ 3,511.96
Gas	\$ 45,000	\$ -	\$ 45,000.00	\$ 45,000	\$ -
Water & Sewage	\$ 27,000	\$ -	\$ 27,000.00	\$ 25,000	\$ 187.33
Telephones	\$ 100,000	\$ 3,973.57	\$ 96,026.43	\$ 100,000	\$ 3,868.10
Equipment Serv. Cont.	\$ 98,000	\$ 222.62	\$ 97,777.38	\$ 100,000	\$ 222.62
Equipment Repairs	\$ 1,000	\$ -	\$ 1,000.00	\$ 1,000	\$ -
Building Services	\$ 215,000	\$ 7,307.00	\$ 207,693.00	\$ 210,000	\$ 7,416.00
Bldg. Maint. & Rprs.	\$ 25,000	\$ -	\$ 25,000.00	\$ 40,000	\$ -
Building Supplies	\$ 40,000	\$ 101.35	\$ 39,898.65	\$ 30,000	\$ 301.37
Postage	\$ 15,000	\$ -	\$ 15,000.00	\$ 10,000	\$ -
Travel, Educ. & Mtgs	\$ 25,000	\$ -	\$ 25,000.00	\$ 25,000	\$ -
Library Supplies	\$ 39,000	\$ 269.07	\$ 38,730.93	\$ 35,000	\$ 970.33
Technical Supplies	\$ 28,000	\$ -	\$ 28,000.00	\$ 18,000	\$ 155.82
Miscellaneous	\$ 20,000	\$ 1,068.14	\$ 18,931.86	\$ 16,000	\$ 689.21
Furniture & Fixtures	\$ 5,000	\$ 41.43	\$ 4,958.57	\$ 5,000	\$ -
Automation	\$ 55,000	\$ -	\$ 55,000.00	\$ 85,000	\$ 1,990.00
Vehicles	\$ 10,000	\$ 171.44	\$ 9,828.56	\$ 15,000	\$ -
City Administrative Fees	\$ 200,000	\$ -	\$ 200,000.00	\$ 200,000	\$ -
TOTAL	\$ 7,284,671	\$ 503,215.49	\$ 6,781,455.51	\$ 7,258,348	\$ 465,999.54
Grants (Included in Regular Budget Totals)	\$ -	\$ -	\$ -	\$ -	\$ -
Gift & Memorial (Included in Reg. Budget)	\$ -	\$ 1,027.32	\$ -	\$ -	\$ 505.60
Capital Development Fund	\$ -	\$ 33,119.94	\$ -	\$ -	\$ -

# **PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JANUARY 31, 2022**

<u>BREAKDOWN BY BRANCH</u>	<u>2022</u>		<u>2021</u>	
	<u>BUDGET</u>	<u>JANUARY</u>	<u>BUDGET</u>	<u>SPENT</u>
Salaries				
Main	\$ 155,629.24	\$ 155,629.24	\$ 154,131.22	\$ 154,131.22
Lakeview	\$ 28,518.53	\$ 28,518.53	\$ 24,977.53	\$ 24,977.53
Lincoln	\$ 18,579.99	\$ 18,579.99	\$ 18,129.55	\$ 18,129.55
McClure	\$ 9,372.29	\$ 9,372.29	\$ 9,524.04	\$ 9,524.04
North	\$ 30,017.41	\$ 30,017.41	\$ 31,911.13	\$ 31,911.13
Outreach	\$ 14,663.14	\$ 14,663.14	\$ 14,378.66	\$ 14,378.66
Total Salaries	\$ 3,460,000	\$ 256,780.60	\$ 3,586,651	\$ 253,052.13
Books / eBooks				
Popular Non-Fiction	\$ -	\$ -	\$ 16.98	\$ 16.98
Fiction	\$ 631.33	\$ 631.33	\$ 400.98	\$ 400.98
Paperbacks	\$ -	\$ -	\$ -	\$ -
Standing Orders	\$ 398.91	\$ 398.91	\$ 372.81	\$ 372.81
Youth Services	\$ 51.96	\$ 51.96	\$ 262.49	\$ 262.49
Total Books	\$ 622,691	\$ 1,082.20	\$ 669,138	\$ 1,053.26
Electricity				
Main	\$ -	\$ -	\$ 2,104.23	\$ 2,104.23
Lakeview	\$ -	\$ -	\$ 350.95	\$ 350.95
Lincoln	\$ -	\$ -	\$ 969.34	\$ 969.34
McClure	\$ -	\$ -	\$ 87.44	\$ 87.44
North	\$ -	\$ -	\$ -	\$ -
Total Electricity	\$ 135,000	\$ -	\$ 135,000	\$ 3,511.96



# **PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JANUARY 31, 2022**

<u>BREAKDOWN BY BRANCH</u>	<u>2022</u>	<u>2021</u>
	<u>BUDGET</u>	<u>BUDGET</u>
	<u>JANUARY</u>	<u>SPENT</u>
Gas		
Main	\$ -	\$ -
Lakeview	\$ -	\$ -
Lincoln	\$ -	\$ -
McClure	\$ -	\$ -
North	\$ -	\$ -
Total Gas	\$ 45,000	\$ 45,000
Water & Sewage		
Main	\$ -	\$ 123.83
Lakeview	\$ -	\$ -
Lincoln	\$ -	\$ 63.50
McClure	\$ -	\$ -
North	\$ -	\$ -
Total	\$ 27,000	\$ 25,000
Building Services		
Main	\$ 2,920.00	\$ 2,920.00
Lakeview	\$ 812.00	\$ 812.00
Lincoln	\$ 1,390.00	\$ 1,499.00
McClure	\$ 285.00	\$ 285.00
North	\$ 1,900.00	\$ 1,900.00
Total Building Services	\$ 7,307.00	\$ 7,416.00

# **PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JANUARY 31, 2022**

<u>BREAKDOWN BY BRANCH</u>	<u>BUDGET</u>	<u>2022</u>	<u>JANUARY</u>	<u>BUDGET</u>	<u>2021</u>	<u>SPENT</u>
Bldg. Maintenance & Repairs						
Main		\$	-		\$	-
Lakeview		\$	-		\$	-
Lincoln		\$	-		\$	-
McClure		\$	-		\$	-
North		\$	-		\$	-
Total Bldg. Maint. & Rprs.	\$	25,000	-	\$	40,000	-
Furniture & Fixtures						
Main		\$	-		\$	-
Lakeview		\$	-		\$	-
Lincoln		\$	-		\$	-
McClure		\$	-		\$	-
North		\$	41.43		\$	-
Total Furniture & Fixtures	\$	5,000.00	41.43	\$	5,000.00	-

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JANUARY 31, 2022

2021 OBLIGATED MONEY

	BUDGET	AMENDED AMOUNT	JANUARY	CUMULATIVE	BALANCE
Salaries	\$ 3,586,651		\$ -	\$ 3,319,894.98	\$ 266,756.02
IMRF/FICA/Medicare	\$ 520,000		\$ 170,057.75	\$ 686,231.00	\$ (166,231.00)
Medical Insurance (Premiums)	\$ 651,000		\$ -	\$ 719,372.14	\$ (68,372.14)
Medical Insurance (GASB 45)	\$ -		\$ -	\$ -	\$ -
Books	\$ 669,138	\$ 933	\$ 39,269.00	\$ 421,305.53	\$ 248,765.58
Periodicals	\$ 45,000		\$ 39.20	\$ 37,963.08	\$ 7,036.92
Non-Print	\$ 352,559	\$ 335	\$ 8,757.31	\$ 314,231.80	\$ 38,662.11
Professional Services	\$ 10,000		\$ -	\$ 3,943.08	\$ 6,056.92
Audits & Appraisals	\$ 8,000		\$ -	\$ 1,280.00	\$ 6,720.00
Publicity	\$ 28,000		\$ 264.45	\$ 26,067.96	\$ 1,932.04
Programming	\$ 40,000	\$ 18,457	\$ 269.92	\$ 44,283.70	\$ 14,173.06
Technical Services	\$ 45,000		\$ -	\$ 39,563.16	\$ 5,436.84
Binding	\$ -		\$ -	\$ -	\$ -
Digitizing	\$ 4,000		\$ -	\$ 3,465.76	\$ 534.24
Automation Serv. Cont.	\$ 78,000		\$ -	\$ 80,322.00	\$ (2,322.00)
Building Insurance	\$ 116,000		\$ -	\$ 115,688.00	\$ 312.00
Unemployment Insur.	\$ 10,000		\$ 629.50	\$ 8,575.26	\$ 1,424.74
Electricity	\$ 135,000		\$ 6,371.27	\$ 159,627.56	\$ (24,627.56)
Gas	\$ 45,000		\$ 11,596.21	\$ 72,154.73	\$ (27,154.73)
Water & Sewage	\$ 25,000		\$ 2,188.05	\$ 29,537.05	\$ (4,537.05)
Telephones	\$ 100,000		\$ 3,308.16	\$ 87,657.14	\$ 12,342.86
Equipment Serv. Cont.	\$ 100,000		\$ 900.00	\$ 74,539.11	\$ 25,460.89
Equipment Repairs	\$ 1,000		\$ -	\$ 25.00	\$ 975.00
Building Services	\$ 210,000		\$ 10,791.52	\$ 284,154.49	\$ (74,154.49)
Bldg. Maint. & Rprs.	\$ 40,000		\$ 2,940.12	\$ 34,717.20	\$ 5,282.80
Building Supplies	\$ 30,000		\$ 2,214.83	\$ 16,590.91	\$ 13,409.09
Postage	\$ 10,000		\$ 46.42	\$ 5,991.87	\$ 4,008.13
Travel, Educ. & Mtgs	\$ 25,000	\$ 2,000	\$ 4,738.64	\$ 17,962.93	\$ 9,037.07
Library Supplies	\$ 35,000	\$ 268	\$ 1,728.07	\$ 35,105.52	\$ 162.23
Technical Supplies	\$ 18,000		\$ 244.00	\$ 20,044.76	\$ (2,044.76)
Miscellaneous	\$ 16,000	\$ 30	\$ 564.58	\$ 13,277.78	\$ 2,752.17
Furniture & Fixtures	\$ 5,000		\$ -	\$ 1,956.73	\$ 3,043.27
Automation	\$ 85,000	\$ 12,057	\$ 21,355.35	\$ 92,661.10	\$ 4,395.90
Vehicles	\$ 15,000		\$ 772.67	\$ 19,526.78	\$ (4,526.78)
City Administrative Fees	\$ 200,000	\$ -	\$ 50,000.00	\$ 200,000.00	\$ -
TOTAL	\$ 7,258,348	\$ 34,079	\$ 339,047.02	\$ 6,987,718.11	\$ 304,709.37

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JANUARY 31, 2022

RESTRICTED EXPENDITURES FOR JANUARY, 2022

<u>GRANTS</u>	<u>JANUARY</u>	<u>GIFTS &amp; MEM.</u>	<u>JANUARY</u>
Books	\$ -	Books	\$ 11.73
Non-Print	\$ -	Non-Print	\$ 444.88
Publicity	\$ -	Publicity	\$ -
Programming	\$ -	Programming	\$ 511.53
Library Supplies	\$ -	Library Supplies	\$ 59.18
Miscellaneous	\$ -	Miscellaneous	\$ -
Automation	\$ -	Automation	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>TOTAL</b>	<b>\$ 1,027.32</b>

<u>AMENDED TOTALS</u> <u>AS OF 1/31/22</u>	<u>GRANTS</u>	<u>GIFT &amp; MEMORIALS</u>	<u>CUMULATIVE</u>	<u>AMENDED</u>	<u>BALANCE</u>
Books	\$ -	\$ 11.73	\$ 11.73	\$ -	\$ (11.73)
Non-Print	\$ -	\$ 444.88	\$ 444.88	\$ -	\$ (444.88)
Publicity	\$ -	\$ -	\$ -	\$ -	\$ -
Programming	\$ -	\$ 511.53	\$ 511.53	\$ -	\$ (511.53)
Library Supplies	\$ -	\$ 59.18	\$ 59.18	\$ -	\$ (59.18)
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Automation	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>\$ -</b>	<b>\$ 1,027.32</b>	<b>\$ 1,027.32</b>	<b>\$ -</b>	<b>\$ (1,027.32)</b>

	<u>AMENDED</u>	<u>JANUARY</u>	<u>BALANCE</u>
Capital Development Fund	\$ 2,214,208.29	\$ 33,119.94	\$ 2,181,088.35

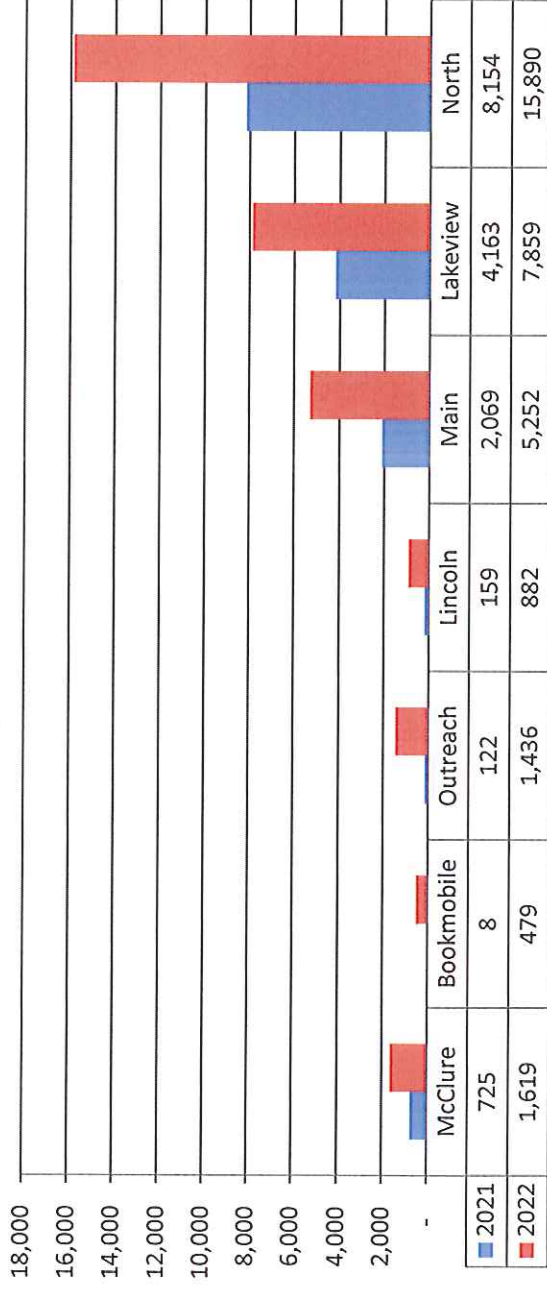
# Library Use Statistics

- Circulation by Location January 2021/January 2022
- Door Count by Location January 2021/January 2022
- 2022 Monthly Circulation, Door Count, and Technology Usage
- Pie Charts

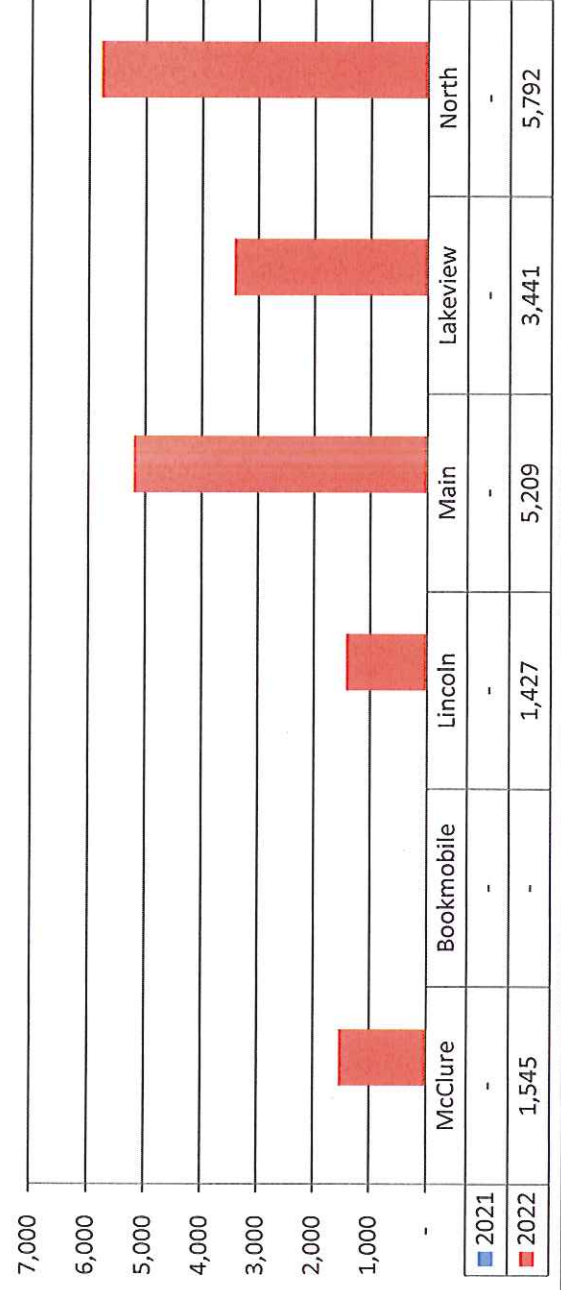
Programs Offered – January 2022

Program Attendance – January 2022

## January 2022 Circulation

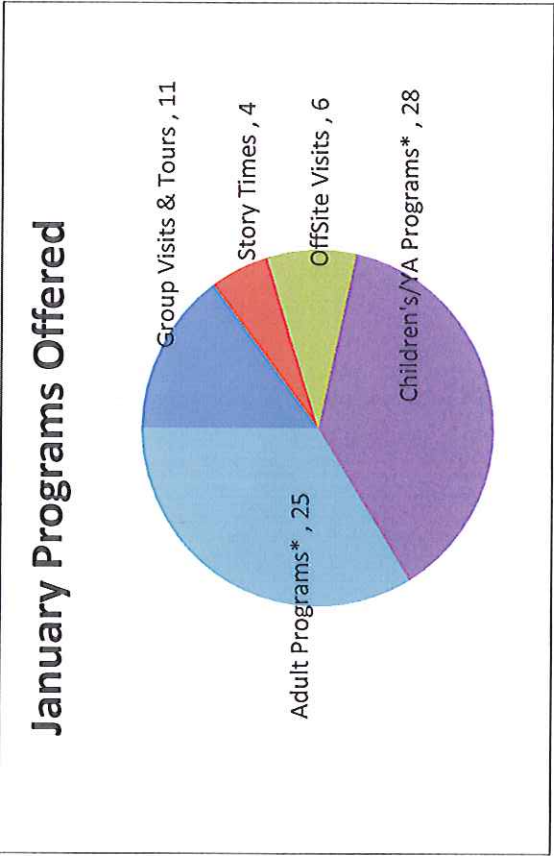


## January 2022 Door Count



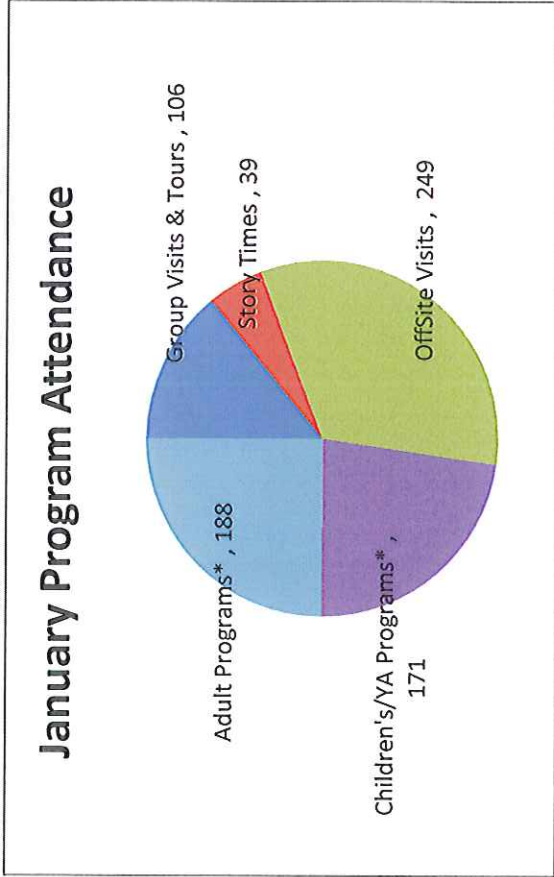
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# January 2022 Program Report



Programs Offered	
Group Visits & Tours	11
Story Times	4
OffSite Visits	6
Children's/YA Programs*	28
Adult Programs*	25

\* includes inperson and ZOOM programs

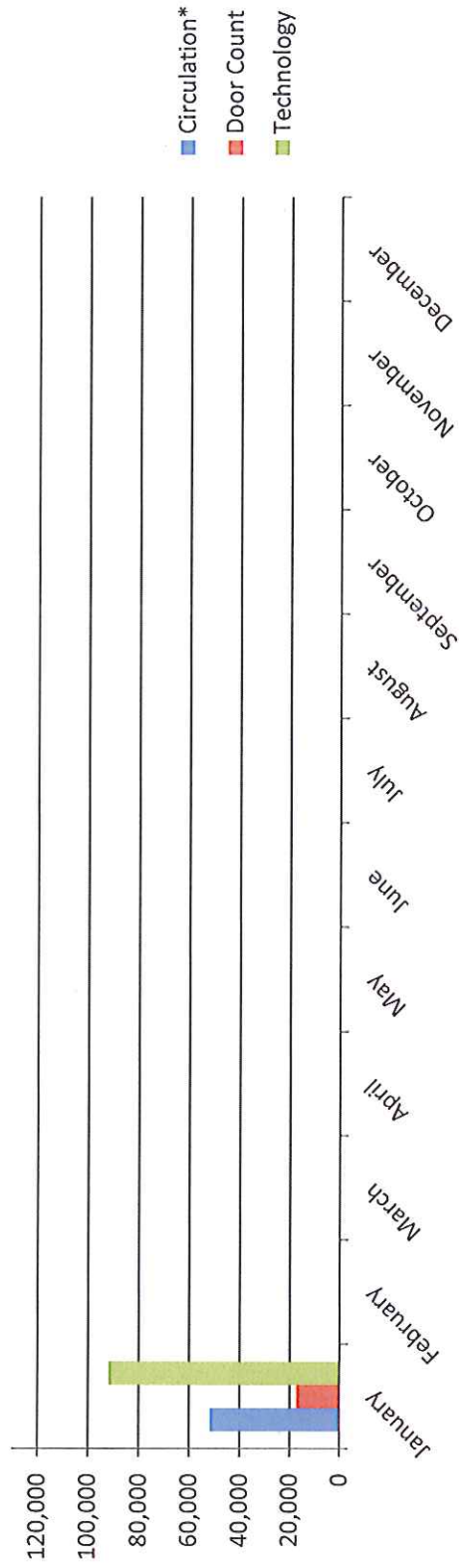


Program Attendance	
Group Visits & Tours	106
Story Times	39
OffSite Visits	249
Children's/YA Programs*	171
Adult Programs*	188

\* includes inperson and ZOOM programs



## 2022 Monthly Circulation, Door Count, and Technology Usage



2022	January	February	March	April	May	June	July	August	September	October	November	December
Circulation*	51,690											
Door Count	17,414											
Technology	91,715											

\* Does not include digital circulation. Digital circulation is included in the Technology monthly totals.

PEORIA PUBLIC LIBRARY STATISTICAL REPORT  
JANUARY 31, 2022 CIRCULATION MATERIALS

Page 2

January-22	MAIN	LAKEVIEW	LINCOLN	MCCLURE	NORTH	BOOK- MOBILE	OUT- REACH	E-BOOKS	MOVIE/MUSIC/TV DOWNLOADS	On-LINE RENEWALS	OUTGOING INTRA LNS	TOTALS
Adult Fiction	1,212	2,174	149	332	3,251	-	1,282	-	-	2,094	1,400	11,894
Adult Non-Fict.	879	860	72	202	1,654	-	144	4,015	-	1,687	1,330	10,843
Adult Paperbacks	155	231	3	34	336	1	3	-	-	259	333	1,355
Y.P.L./Juvenile	938	2,842	301	611	6,505	360	7	-	-	4,978	2,041	18,683
Juve. Paperbacks	181	508	18	73	1,416	96	-	-	-	1,026	312	3,630
Periodicals	170	76	8	14	191	18	-	-	-	127	34	638
Visual Media	1,463	914	326	296	1,930	4	-	-	852	1,183	791	7,759
Music Media	112	32	1	23	69	-	-	-	1,405	45	141	1,828
Audio Books	142	217	4	31	433	-	-	2,629	-	263	196	3,915
Other	-	5	-	3	5	-	-	-	-	33	-	46
TOTAL	5,252	7,859	882	1,619	15,890	479	1,436	6,644	2,257	11,695	6,578	60,591
+/- Over Last Year	153.8%	88.8%	454.7%	123.3%	94.9%	5887.5%	1077.0%	-9.9%	-51.9%	38.6%	44.8%	49.8%

January-21	MAIN	LAKEVIEW	LINCOLN	MCCLURE	NORTH	BOOK- MOBILE	OUT- REACH	E-BOOKS	MOVIE/MUSIC/TV DOWNLOADS	On-LINE RENEWALS	OUTGOING INTRA LNS	TOTALS
Adult Fiction	496	1,167	68	160	1,517	1	60	6,762	-	1,362	928	12,521
Adult Non-Fict.	461	484	13	119	973	-	5	-	-	1,318	785	4,158
Adult Paperbacks	89	85	2	26	174	-	2	-	-	185	247	810
Y.P.L./Juvenile	379	1,567	28	223	3,505	3	37	-	-	3,679	1,467	10,888
Juve. Paperbacks	66	234	2	26	825	-	7	-	-	795	233	2,188
Periodicals	50	36	-	3	50	-	-	-	-	39	4	182
Visual Media	414	442	44	153	851	4	8	-	893	791	710	4,310
Music Media	50	29	-	2	62	-	1	-	3,800	44	61	4,049
Audio Books	63	116	2	12	192	-	1	609	-	208	108	1,311
Other	1	3	-	1	5	-	1	-	-	17	-	28
TOTAL	2,069	4,163	159	725	8,154	8	122	7,371	4,693	8,438	4,543	40,445

**PEORIA PUBLIC LIBRARY STATISTICAL REPORT**  
**JANUARY 31, 2022**

<u>REFERENCE</u>	<u>JAN. '22</u>	<u>JAN. '21</u>	<u>ADDITIONAL SERVICES</u>	<u>JAN. '22</u>	<u>JAN. '21</u>
Main	395	342	One-on-One Tutorials	79	5
Lakeview	390	319	Youth Group Visits	11	-
Lincoln	155	102	Youth Group Visits Attendance	106	-
McClure	604	147	Youth Story Time	4	-
North	556	135	Youth Story Time Attendance	39	-
Outreach	5	4	Youth Off-Site Visits & Presentations	3	-
Bookmobile	-	-	Youth Off-Site Visits Attendance	69	-
<b>TOTAL</b>	<b>2,105</b>	<b>1,049</b>	Children's Programs	19	-
<u>SOURCES USED IN-HOUSE</u>			Children's Programs Attendance	141	-
	3,739	1,600	Children's Passive Programs	20	15
<u>TECHNOLOGY USAGE</u>			Children's Passive Prog. Attendance	501	987
Computer Users Signed Up			Children's ZOOM Programs	5	1
E-Books	2,200	-	Children's ZOOM Attendance	7	4
Movie/Music Downloads	6,644	7,371	Young Adult Programs	4	-
DataBase Usage	2,257	4,693	Young Adult Attendance	23	-
Website Visits	14,066	16,272	Young Adult Passive Programs	7	27
WiFi Users	12,320	10,006	Young Adult Passive Programs Attendance	345	382
RSACat Searches	1,048	227	Young Adult ZOOM Programs	-	-
YouTube Views	44,673	53,533	Young Adult ZOOM Attendance	-	-
Facebook Friends	310	166	Lincoln Project Next Generation	-	-
Instagram	4,765	4,253	Adult Group Visits	-	-
Twitter Followers	1,600	1,431	Adult Group Visits Attendance	-	-
Pinterest Followers	1,694	1,653	Adult Off-Site Visits & Presentations	3	4
	136	136	Adult Off-Site Visits Attendance	180	59
Holds	7,605	7,078	Adult Programs	23	6
New Cards Issued	347	125	Adult Attendance	166	64
Loans to Non-Peorians			Adult Passive Programs	5	9
Direct	2,652	859	Adult Passive Programs Attendance	37	45
Interlibrary Loans	2,549	769	Adult ZOOM Programs	2	4
	103	90	Adult ZOOM Attendance	22	19
<u>DOOR COUNT</u>			YouTube Virtual Programs	2	9
Main	5,209	-	YouTube Program Views	18	124
Lakeview	3,441	-	Non-PPL Use of Meeting Rooms	126	1
Lincoln	1,427	-	Approx. Attendance	750	43
McClure	1,545	-	Non-PPL Use of Study Rooms	299	-
North	5,792	-	Approx. Attendance	372	-
Bookmobile	-	-			
	<b>17,414</b>	<b>-</b>			

PEORIA PUBLIC LIBRARY STATISTICAL REPORT,  
JANUARY 31, 2022  
TECHNICAL SERVICES

	<u>2022</u>	<u>2021</u>
Books - # at End of Month	421,078	426,232
Books Added	2,419	2,543
Books Discarded	2,121	3,826
Audio Books on CD - # at End of Month	10,447	11,154
Audio Books Added	41	42
Audio Books Discarded	2	81
Kits - # at End of Month	51	51
Kits Added	-	-
Kits Discarded	-	-
Periodicals - # at End of Month	85,697	86,460
Periodicals Added	351	356
Periodicals Discarded	2,013	1,789
Visual Media - # at End of Month	20,454	21,463
Visual Media Added	159	218
Visual Media Discarded	771	298
Government Documents - # at End of Month	24,957	24,957
Government Documents Added	-	-
Government Documents Discarded	-	-
Maps - # at End of Month	12,837	12,837
Maps Added	-	-
Maps Discarded	-	-
Microforms - # at End of Month	18,764	18,764
Microforms Added	-	-
Microforms Discarded	-	-
Music Media - # at End of Month	23,058	23,551
Music Media Added	57	177
Music Media Discarded	19	3
Web Resources - # at End of Month	7,130	7,130
Web Resources Added	-	-
Web Resources Discarded	-	-

**Peoria Public Library  
Board of Library Trustees  
2021-2022 Committees**

<b>Last Name</b>	<b>Preferred Phone</b>	<b>Executive</b>	<b>Building</b>	<b>Community Relations</b>	<b>Finance</b>	<b>Nominating/ Appeals</b>	<b>Personnel/ Negotiations</b>	<b>Strategic Planning</b>
<b>Bittner</b>	357-2273		X		Chair		X	
<b>Buck</b>	397.0830	<b>President</b>					X	X
<b>Cousin</b>	253.7319		Chair	Vice Chair	X	X		
<b>Duncan</b>	472.7380	Chair Vice President			Vice Chair		Chair	X
<b>Gulley</b>	655.6769		X			Chair		X
<b>Neumiller</b>	509-3486	<b>Secretary</b>		X	X	Vice Chair		
<b>Parks</b>	231-1724		X	X				Chair
<b>Van Auken</b>	688.3039			Chair	X		Vice Chair	
<b>Whitney</b>	630-373-1207		Vice Chair			X	X	

**President serves as an ex officio member on all committees.**

**Ex-Officio Community Relations: Cathy Curtis and Tom Menger**

**February 2022**



# AGENDA REPORT

Number: #2022-24

Meeting Date: February 15, 2022

**To: Library Board of Trustees**

**From: Randall Yelverton, Executive Director**

**Subject: Revised Dress Guidelines**

**RECOMMENDATIONS:**

That the Board of Trustees of the Peoria Public Library adopt resolution #2022-24 to approve revised Dress Guidelines.

**BACKGROUND:**

Dress Guidelines for employees of Peoria Public Library were last revised in 2014. The revised policy emphasizes business casual dress to represent the professionalism and quality of the library.

**EFFECTS:**

Adoption of revised Dress Guidelines clarifies expectations of the Board and Administration regarding the appearance of library staff while on duty.

**FISCAL IMPACT:**


There is no fiscal impact connected to the adoption of this resolution.

**Respectfully submitted,**

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Randall Yelverton  
Executive Director

**Prepared by:**



---

Roberta Koscielski  
Deputy Director

**Attachments:**

Draft Revised Dress Guidelines

## Peoria Public Library Business Casual Dress Guidelines

In adopting a Business Casual Dress code, we are emphasizing the need for *Peoria Public Library* employees to dress in a way that represents the professionalism and quality of our organization.

### In general, remember that:

- Styles dictated by religion and ethnicity will be respected and are not intended to be restricted by this policy.
- Your clothes should be clean, neat, and wrinkle-free. Shoes should be polished and clean. *Hair should be neat and clean.*
- Some events may require a more formal or casual dress code. If this is the case, you will be notified in advance.
- You may always dress in more formal business attire as a matter of personal choice. No employee is expected to acquire an entire new Business Casual wardrobe in order to be compliant with these guidelines.
- It is the *Department/Branch Manager's* responsibility to coach or correct any employee regarding the dress guidelines.
- Monday through Thursday is business casual. Employees may wear jeans or capris and library/reading themed shirts on Fridays, Saturdays, and Sundays.
- If you are not sure a piece of clothing is appropriate, don't wear it.

### The following are generally acceptable:

Casual or dress slacks/pants

Button-down shirts

Collared shirts

Sweaters & Vests

Jackets, sport coats, suit coats

Shirt and tie

Dresses

Skirts

Blouses

Closed-toe shoes are preferred for safety

Tennis shoes

### Some examples (not totally inclusive) of inappropriate clothing:

Capri pants, cargo pants

Tube tops/spaghetti straps/backless tops

Beachwear

Moccasins, hiking boots

Sweatshirts, hooded sweatshirts, or sweatpants

Shorts or skort

Pajama pants, yoga pants

See-through clothing

Spandex anything



T-shirts/tank tops (unless worn under a jacket/ sweater)

Exercise wear including tights and leggings worn as pants

Hats, caps, and other headgear (bandannas, etc.) are not considered appropriate business attire and are not to be worn.

Additional Information:

- As all employees are in contact with the Library's external and/or internal customers, they should refrain from wearing excessive fragrance (perfume, aftershave, or lotions). Some people are allergic to the chemicals in fragrances, so wear these substances with care. *Fragranced products can also include laundry detergents, fabric softeners, and scent boosters.*
- Nothing should be visible that has political messages, obscene pictures or language.
- Jeans, bib overalls, cargo pants, and T-shirts may not be worn by employees on public service stations. They may be worn by others providing they are neat and clean and without objectionable slogans. Jeans that are too tight, too loose, frayed, ripped, faded, or worn are not considered appropriate attire. The Supervisor may make an exception to this when an employee is assigned activities that so warrant. Jeans may be worn on Fridays, Saturdays and Sundays.
- Each employee is required to wear their badge at all times during the scheduled workday, including when they are out of the building representing the library for work-related duties. The original badge is supplied by the Library. Replacements are to be paid for by the employee. If an employee loses their badge, the cost to replace shall not exceed five (5) dollars over the cost of replacement to the Library. In the event of damage or wear and tear, the entire cost of replacement shall be paid by the Library.



# AGENDA REPORT

Number: #2022-25

Meeting Date: February 15, 2022

**To: Library Board of Trustees**

**From: Randall Yelverton, Executive Director**

**Subject: Revised Public Access Computer and Internet Policy**

**RECOMMENDATIONS:**

That the Board of Trustees of the Peoria Public Library adopt resolution #2022-25 to adopt a revised Public Access Computer and Internet Policy.

**BACKGROUND:**

The Public Access Computer and Internet Policy is a long-standing library policy which was last revised in September 2019. Members of the Management Team were asked to review this policy. Recommended changes include updating the "In General" section and improving the wording of the "Procedure" section of the policy.

**EFFECTS:**

Adoption of a revised Public Access Computer and Internet Policy allows for the public to take advantage of these computers while setting reasonable expectations for use.

**FISCAL IMPACT:**


There is no fiscal impact connected to the adoption of this resolution.

**Respectfully submitted,**

---

Randall Yelverton  
Executive Director

**Prepared by:**



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Roberta Koscielski  
Deputy Director

**Attachments:**

Draft Revised Public Access Computer and Internet Policy

**Peoria Public Library**  
**Public Access Computer and Internet Policy**  
(Revised by Peoria Public Library Board of Trustees, December 20, 2016)  
(Revised by Peoria Public Library Board of Trustees, September 17, 2019)  
*(Revised by Peoria Public Library Board of Trustees, \_\_\_\_\_)*

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**Purpose:**

Peoria Public Library, as part of our mission to be a community information center, provides public access computers ~~for use by the public~~. The following ~~regulations~~ *policy* allows for the public to take advantage of these computers while setting reasonable expectations for use.

**In General:**

Peoria Public Library urges library customers to be informed consumers and carefully evaluate information obtained via the Internet.

The library is not responsible for damages, indirect or direct, arising from a library customer's use of internet information resources.

All library computers are equipped with Internet filtering devices, which are designed and intended to block sites deemed to be inappropriate for general audiences *by the Children's Internet Protection Act (CIPA)*. Adults (17 years and older) may request that a certain site be unblocked, for bona fide research or other lawful purposes. Granting such a request is ALWAYS up to the discretion of the library staff and may be denied for any reason in order to comply with library policy or otherwise. *The site will be sent to filtering agency to review the category the site is in and they will make the decision whether to unblock it. If they deem it worth unblocking, it will be unblocked for us.* Unblocking a site is not an immediate process so computer users are advised to allow at least 24 hours before following up on the status of their request.

Minors under the age of 17 are not allowed to access a computer with unfiltered access at any time. Minors under the age of 17 years old may not accompany an adult who is accessing a computer with unfiltered internet access at any time.

All internet filtering devices installed on library computers have been purchased from a commercial vendor. The library does not maintain that the installed filters



effectively filter all or any inappropriate materials from access within the library. The library is not responsible for damages, indirect or direct, arising from access, whether voluntarily or involuntarily requested, to inappropriate or offensive Internet sites within the library, regardless of the age of the user or whether arising from the deficiency of the filter or its installation.

If customers have difficulty in using public computers, library staff will refer them to sources of help.

A more experienced computer user should accompany persons who are not able to use the computer unaided.

Since the library computers that the public use to access the Internet are located in public areas that must be shared by library users of all ages and backgrounds, individuals are asked to consider this when accessing potentially ~~indecent or harmful~~ *disruptive* materials and images. Although library staff cannot consistently and effectively monitor the public's use of the internet, the library reserves the right to ask individuals to discontinue the display of information and images which cause a disruption, and reserves the right to terminate an Internet session at any time.

Persons violating any aspect of this policy will be informed by staff that their computer use is terminated for the remainder of the day. Any questions regarding this procedure should be referred to the Executive Director or Deputy Director.

### **Responsibilities:**

Users will be expected to follow rules governing the use of the library. Copies of all library policies are available upon request from library staff.

Library customers have the right to privacy to the extent possible in the public setting, but users should be aware that the location of the computer workstations might enable an online session to be viewed easily by others.

Users should be aware that because security is technically difficult to achieve, there exists the possibility of electronic transactions and files becoming public. Ultimate responsibility for resolution of problems related to the invasion of the user's privacy or loss of data rests with the user. The library assumes no liability for loss or damage to the user's data or for any damage or injury arising from the invasion of the user's privacy.

The library recognizes that the Internet may contain material that is inappropriate for children. Parents are expected to monitor and supervise their children's use of the internet. Library staff are unable to monitor children's use. Parents are encouraged to discuss with their children issues of appropriate use of public computers.

Library customers are required to use the computers within these guidelines. Examples of unacceptable use include, but are not limited to, the following:

- Use of public computers in any way that violates Federal, State or Local law
- Harassment, libeling or slandering other users
- Destruction of or damage to equipment, software, or data belonging to the Library or other users
- Use of public computers in any way that violates licensing and payment agreements between the library and network/database providers
- Unauthorized duplication of copyright protected material or violation of software license agreements
- Violation of system security
- Behaving in a manner that is disruptive to other users, including, but not limited to, overuse of computer equipment, which denies access to other users

### **Procedure:**

Users with unexpired library cards from Peoria Public Library or other libraries in the Resource Sharing Alliance may also use the public computers.

Users must present picture identification, with *a* valid address, to obtain a library card or computer use card. Children who have not yet entered high school must have a parent's picture identification and signature to obtain a card.

The card must only be used by the person named on the card.

*If a patron has an* An expired Peoria Public Library card, *it* must be renewed and *they must pay* all *outstanding* fines paid before use of *using* a public computer. *A patron must renew an* An expired computer use card ~~must be renewed~~ before use of *using* a public computer. *A patron with an* An expired



library card from another library in the Resource Sharing Alliance must *renew their card* be renewed and *pay* all fines paid at the *their* current home library of the cardholder.

At Main Library and North Branch, public computers in the Children's Area are to be used only by children and/or their parent/caregiver. *The library recommends* ~~It is recommended~~ that people accompanied by small children use the children's computers so that the children can play nearby and be easily supervised by them.

The library employs an automated sign-in system that requires the library card to be scanned. Therefore, the user should present the physical card or a saved barcode to sign in.

When the user signs in to the computer, this policy appears and *the user* must be accepted *this policy* before the user is *they are* allowed to continue.

*Computer use sessions* ~~Sessions~~ are limited to one hour if people *others* are waiting *to use the computers*. *Computer use* ~~Use~~ is limited to 2 hours per day.

*Patrons cannot install* ~~Installation of~~ personal software applications on library computer equipment is ~~NOT~~ allowed.

The computers automatically shut down 15 minutes before the library closes.

The Public Access Computer and Internet Policy will be reviewed and revised annually by the Board of Trustees of Peoria Public Library.

Adopted by the Peoria Public Library Board of Trustees on May 21, 2013.

Revised by the Peoria Public Library Board of Trustees on October 21, 2014.

Revised by the Peoria Public Library Board of Trustees on December 15, 2015.

Revised by the Peoria Public Library Board of Trustees on December 20, 2016.

Revised by the Peoria Public Library Board of Trustees on September 17, 2019.

*Revised by the Peoria Public Library Board of Trustees on \_\_\_\_\_.*

To: Randall Yelverton  
From: Alyce Jackson  
Date: February 11, 2022  
Subject: Monthly Programming Report

\*The Wil Haygood presentation has been moved to April 10\*

#### Peoria Reads 2022

*This is Where You Belong: Finding Home Wherever You Are* by Melody Warnick will inspire you to love where you live — whether you are a lifelong Peorian or a new transplant. City of Peoria Proclamation will be March 22 and our virtual program with Ms. Warnick will be April 7. Watch our website and social media for related programming.

We are hosting several vaccine clinics for the Peoria City/County Health Department:

Sunday, February 20, 1-4p at North Branch  
Thursday, February 24, 11a-3p at Main Library  
Friday, February 25, 11a-3p at Lakeview Branch  
Sunday, February 27, 1-4p at Lincoln Branch

#### Building Better Media Habits

Join us on the first Thursday of each month at 6pm for our series with Dr. Cory Barker, Assistant Professor of Communications at Bradley University. Dr. Barker will use these sessions to show us how to "Build Better Media Habits" in 2022. Virtual or in-person at North Branch.

#### Main Library Art Gallery 2021-2022

March: Peoria Historical Society  
April: Mid Illini – student art show  
May: Bradley Senior Capstone  
June: Telling A Peoples' Story (traveling exhibit)  
July: Ryan Bair  
October: Jam Rohr  
November: 22VA  
December: 22VA

#### Participate in our monthly photo challenge!

January - Orange  
February - Springdale Cemetery  
March - Stairs  
April - Still Water  
May - Vines  
June - Reflections  
July - Springdale Cemetery  
August - Creeks  
September - Books  
October - Bridges  
November - Food  
December - Hands



## Music in the McKenzie 2021-2022

February 27 Edward David Anderson

EDA defines his sound as Black Dirt Music. "Songs about people and places, about life and love and loss. It's roots music, cultivated in the fertile soil of the Midwest.

March 13 Still Shine

Still Shine is a group of like-minded, seasoned musicians blending acoustic roots and progressive bluegrass. Mixing mandolin, harmonica, banjo, acoustic guitar, upright bass, and tight harmonies.

April 24 Fox Crossing Stringband

This all-female bluegrass group from Chicago has been winning hearts with their beautiful harmonies, original songwriting, and entertaining stage presence.

May 22 Goodnight Gracie

A local favorite, Goodnight Gracie is known for a jukebox-like variety of many genres including originals that will lift your spirits.

June 26 Katie Belle & The Belle Rangers

A roots band shaped by earthy tones and riveting tales. From whiskey-soaked tragedies to country-metal ghost stories

July 24: Harvest Sons

Harvest Sons share a blend of folk, rock and Americana, and transport you into their rust belt state of mind. Harvest Sons is based out of Peoria, Illinois

August 28: Switchback

Switchback draws on traditional Celtic music and original Americana songs that reflect their Irish heritage and Midwestern roots.

September 25: Pint & A Half

Pint & A Half's music rings out with memorable melodies, expansive harmonies and lingering rhythms that celebrate the tradition of folk, blues and country and beyond.

October 23: Butterfield Creek

Butterfield Creek has mixed it up with acoustified and bluegrassified classic rock/pop songs that everybody sings along with; straightforward bluegrass to bring out the toe tappers and dancers.

November 13: Andy Hatfield

Andy's unique playing style comes from over 20 years of playing and studying bluegrass, jazz, and

R&B. Andy is an engaging and active teacher, having taught hundreds of students of all levels to play guitar, mandolin, and banjo

December 11: Sarah Marie Dillard & Friends

SMD & The Underground is a SoulFolk trio fresh out of the Peoria. This show will be filled with your SMD favorites + a few special guests.

**TREASURER'S REPORT FOR JANUARY 2022**  
**Friends of Peoria Public Library**

**CHECKING ACCOUNT BALANCE – END DECEMBER 2021** **\$59,355.69\***

**RECEIPTS:**

Donations	\$ 182.72
Memorials	235.00
Glass Case	18.00
Book Sales	553.43
Wil Haygood Sponsorships (CAT match coming)	500.00
L'I Readers	<u>100.00*</u>
<b>TOTAL</b>	<b>\$1,589.15</b>

**DISBURSEMENTS:**

PPL – programs/advertising	\$10,000.00
American Program Bureau	<u>6,250.00</u>
<b>TOTAL</b>	<b>\$16,250.00</b>

**CHECKING ACCOUNT BALANCE – END JANUARY 2022** **\$44,694.84**

**MORGAN STANLEY**

Beginning Value 1/1/2022	<b>\$125,763.73</b>
Change in Value	-3,089.69
End Value 1/31/2022	<b>\$122,674.04</b>

**TOTAL ALL ACCOUNTS** **\$167,368.88**