

AGENDA
REGULAR MEETING
BOARD OF LIBRARY TRUSTEES
PEORIA PUBLIC LIBRARY

July 19, 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. #2022-72: Request to Approve Minutes as listed below:
 - 1. Minutes of the Strategic Planning Committee meeting of March 29, 2022
 - 2. Minutes of the Regular Board meeting of June 21, 2022
 - 3. Minutes of the Regular Board meeting Executive Session of June 21, 2022
 - B. #2022-73: Request to Approve Expenditures as listed below:

1. Payroll for Period Ending June 25, 2022	\$127,804.71
2. Payroll for Period Ending July 9, 2022	\$127,614.96
3. Regular Expenditures for July 2022	\$214,554.26
4. Capital Development Fund Expenditures for July 2022	\$ 6,420.00
 - C. #2022-74: Request of the Executive Director to Approve Personnel Actions for the periods ending July 15, 2022
 - D. #2022-75: Request of the Executive Director to Receive and File Finance Reports for the month of June 2022
 - E. #2022-76: Request of the Executive Director to Receive and File Library Use Statistics for the month of June 2022
- VII. Other Action Items
- VIII. Report of the Executive Director
 - A. COVID update
 - B. Summer Reading
 - C. Strategic Planning update
 - D. Deputy Director meets with staff
 - E. American Library Association annual conference

- F. Local Legends event hosted by Peoria Magazine
- G. Updates to monthly stats in board packet
- H. Peoria Journal-Star digitization
- I. Door count/circulation update

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

X. Committee Reports

- A. Building Committee
- B. Community Relations Committee
- C. Executive Committee
- D. Finance Committee
- E. Nominating/Appeals Committee
- F. Personnel/Negotiations Committee
- G. Strategic Planning Committee
 - 1. Report of the meeting of July 14, 2022

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. #2022-77: Executive Session

- A. #2022-78: Illinois State Law Public Act 93 0523 (2.06) – Closed Session Recordings Review
- B. #2022-79: 5 ILCS 120/2 (c)(21) – Closed Session Minutes Review

XIV. #2022-80: Return from Executive Session

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

XVI. #2022-81: Adjournment

MINUTES
STRATEGIC PLANNING COMMITTEE
BOARD OF LIBRARY TRUSTEES
PEORIA PUBLIC LIBRARY
March 29, 2022

CALL TO ORDER

The meeting of the Strategic Planning Committee of the Board of Trustees of Peoria Public Library was called to order at 5:30 p.m. by Committee Chair Roberta Parks in the Lower Level 2 Conference Room, Main Library, 107 NE Monroe Street, Peoria, Illinois.

ROLL CALL

Committee Members Present: Roberta Parks

Committee Members Absent: Stephen Buck, Tiffanie Duncan, and Lucy Gulley

Other Board Members Present: Margaret Cousin

Staff Members Present: Roberta Koscielski, Deputy Director; and Randall Yelverton, Executive Director

ORDER OF BUSINESS

A. Approval of Minutes of the Meeting of January 11, 2022

Because a majority of the voting members of this committee was not present, approval of these minutes will be moved to the June meeting.

B. Quarterly Review of Implementation of 2021–2023 Strategic Plan

Randall Yelverton distributed a draft report that managers will be able to use to evaluate databases. He reported that he had met with IT Manager Natt Lapsley to discuss adding monitors in at least one meeting space at each library location. Randall noted that we have far surpassed the number of media literacy events proposed with 15 already presented or scheduled.

Randall also noted new or recently expanded partnerships with:

- Big Picture Peoria – portraits of famous Peorians to be affixed to Main Library windows
- Central Illinois Friends – COVID information sessions
- Delta Kappa Gamma Nu Chapter – Artists in Residence grant collaboration
- Alzheimer's Association – Healthy Living Series
- Goodwill of Peoria – Job placement programs

Randall added that he is still working on a wi-fi hotspot policy. He added that the process of interviewing and selecting candidates to fill the Facilities Manager and Deputy Director positions has taken a large amount of time.

Roberta Parks suggested that Randall prepare a color-coded standard format update to be shared with the Board and this committee at future meetings.

OTHER BUSINESS

None

ADJOURNMENT

The meeting was adjourned at 5:38 p.m.

Roberta Parks, Chair
Strategic Planning Committee
Board of Library Trustees
Peoria Public Library

MINUTES
REGULAR MEETING
BOARD OF LIBRARY TRUSTEES
PEORIA PUBLIC LIBRARY
June 21, 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 Regular meeting was held 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 Buck, Margaret Cousin, Lucy Gulley, Cathie Neumiller, Roberta Parks, Melissa Sanchez, and Barbara Van Auken

Board Members Absent: None

Library Staff Present: Carolyn Conklin, Reference Assistant; Veronica De Fazio, Deputy Director; Alyce Jackson, Manager of Programming; and Randall Yelverton, Executive Director

Others Present: None

CORRESPONDENCE

There were no comments regarding correspondence received since the May meeting.

PRESENTATION BY AUDIENCE ON AGENDA ITEMS

None

CONSENT AGENDA

A. #2022-60: Request to Approve Minutes as listed below:

1. Minutes of the Community Relations Committee meeting of April 5, 2022
2. Minutes of the Community Relations Committee meeting of May 3, 2022
3. Minutes of the Nominating Committee meeting of May 23, 2022
4. Minutes of the Regular Board meeting of May 17, 2022
5. Minutes of the Special Library Board meeting of June 2, 2022

B. #2022-61: Request to Approve Expenditures as listed below:

- | | |
|---|--------------|
| 1. Payroll for Period Ending May 14, 2022 | \$172,246.31 |
| 2. Payroll for Period Ending May 28, 2022 | \$127,010.78 |
| 3. Payroll for Period Ending June 11, 2022 | \$126,406.72 |
| 4. Regular Expenditures for May 2022 | \$203,203.44 |
| 5. Capital Development Fund Expenditures for May 2022 | \$ 45,194.54 |

- C. #2022-62: Request of the Executive Director to Approve Personnel Actions for the period ending June 17, 2022
- D. #2022-63: Request of the Executive Director to Receive and File Finance Report for the month of May 2022
- E. #2022-64: Request of the Executive Director to Receive and File Library Use Statistics for the month of May 2022

A motion was made by Barbara Van Aucken, seconded by Roberta Parks to approve Consent Agenda items #2022-60 through #2022-64. Motion passed unanimously.

OTHER ACTION ITEMS

None

REPORT OF THE EXECUTIVE DIRECTOR

- A. Summer Reading Begins!
There is a large increase in the number of participants over this time last year.
- B. Summer Reading Party
The Summer Reading completion party for children will be held on July 19 at the Peoria Zoo. Thank you to the Friends for sponsoring this event. The Adult Party will be held July 26.
- C. Media Appearances
Veronica and Randall appeared on WMBD morning news to promote summer reading. Veronica was also interviewed by the Greg and Dan morning show.
- D. McClure Lift
The lift is once again operational. Thank you to the Friends for their significant contribution to this project.
- E. Deputy Director Visits Branches and Departments
Veronica has been visiting the branches and meeting with staff to get a better understanding of how the library operates and a sense of each branch's unique characteristics.
- F. Mayor's Summer Youth Internship Program
The Library is participating in the Mayor's Summer Youth Internship Program. A young man is working as a page at Main Library as part of this program. An additional page may be added at the Lincoln Branch.
- G. Election Commission Update
Due to time constraints, the Commission has chosen not to place the ballot box at North Branch until the fall. Early voting will be held at Main and North.
- H. Illinois Broadband Initiative
Randall and Cynthia Smith are participating in a statewide initiative to bring improved internet service to citizens throughout Illinois. Currently, the Library is helping to distribute and raise awareness of a survey regarding the availability and speed of internet in our area.

- I. Special Event in Honor of Aurthur Mae Perkins
Randall spoke on behalf of the Library during a street naming ceremony to celebrate Ms. Perkins who is a former Library Board Trustee and active community member.
- J. Lincoln Branch Hall of Fame
The guidelines for the Hall of Fame were included in the packet.
- K. Door Count and Circulation
The visitor total for May 2022 was up 26% over May 2021. The circulation total for the same period was down 10%.

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

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

Friends President Margaret Cousin reported that the Friends received a \$5000 matching grant from DBI that was used to fund the McClure lift. Year-to-date the Friends have given \$47,500 to the Library and have gotten 49% of that back in donations. Trustee Melissa Sanchez shared ideas on how the Board can provide support to the Friends.

COMMITTEE REPORTS

- A. Building Committee – No report
- B. Community Relations Committee
 - 1. Report of the meeting of June 7, 2022
Committee Chair Barbara Van Aucken reported that nominations are open until July 31 for the Lincoln Branch Hall of Fame. Because of their ongoing support, she encouraged asking a member of the Fire Department to serve on the selection committee. Van Aucken also highlighted recent community events attended by members of the staff.
- C. Executive Committee – No Report
- D. Finance Committee
 - 1. #2022-65: Amend the 2022 Budget
A motion was made by Barbara Van Aucken, seconded by Roberta Parks to accept the 2022 Budget amendments as proposed. Motion carried unanimously.
- E. Nominating/Appeals Committee
 - 1. #2022-66: Election of Officers for 2022-23
Committee Chair Lucy Gulley presented the following slate of officers for 2022-2023:
 - Stephen Buck – President
 - Cathie Neumiller – Vice-President
 - Melissa Sanchez – Secretary

Ms. Gulley asked for any nominations from the floor and none were made. Ms. Gulley declared the nominations closed. A motion was made by Barbara Van Aucken, seconded by Roberta Parks, to approve the slate of officers for 2022-2023 as presented. Motion passed unanimously.

- F. Personnel/Negotiations Committee – No Report

G. Strategic Planning Committee
New meeting date: July 14, 5:30 pm

PRESENTATION BY AUDIENCE

None

OTHER BUSINESS

None

EXECUTIVE SESSION

A motion was made by Barbara Van Aucken, seconded by Margaret Cousin, to move into Executive Session at 6:02 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 6:07 pm.

A motion was made by Barbara Van Aucken, seconded by Margaret Cousin to table the authorization of the destruction of designated meeting recordings or opening designated meeting minutes until the July Board of Trustees meeting to allow time to further review these items. Motion carried unanimously.

AGENDA BUILDING

None

ADJOURNMENT

The meeting was adjourned on a motion by Barbara Van Aucken, seconded by Margaret Cousin at 6:15 pm.

Melissa Sanchez, Secretary
Board of Library Trustees
Peoria Public Library

REPORT OF COMMITTEE

July 19, 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:

\$ 214,554.26

Approved for Payment

Approved for Payment

<u>NAME OF VENDOR</u>	<u>ACTIVITY</u>	<u>AMOUNT</u>
SYNCB/AMAZON	Books/Programming/Publicity/Automation	\$ 498.77
Baker & Taylor	Books	\$ 6,755.99
Center Point Large Print	Books	\$ 669.33
Children's Plus Inc.	Books	\$ 35.85
Cengage Learning/Gale	Books	\$ 8,671.24
Ingram Library Services	Books	\$ 3,663.69
OverDrive, Inc.	Books/Non-Print	\$ 2,759.46
Penworthy Co. LLC	Books	\$ 938.33
Thomson Reuters - West Payment Center	Books	\$ 398.91
EBSCO	Periodicals	\$ 2,530.67
Kanopy, Inc.	Non-Print	\$ 601.00
Midwest Tape	Non-Print	\$ 3,939.66
RAILS	Non-Print	\$ 15,749.00
Hodges Loizzi Eisenhammer Rodick & Kohn LLP	Professional Services	\$ 427.18
Capital One (Walmart Community)	Programming/Furniture & Fixtures	\$ 369.54
Seth Cocquit	Programming	\$ 800.00
Elise Hearn	Programming	\$ 40.00
Jamie Jones	Programming	\$ 20.00

Waygood Productions LLC	Programming	\$ 1,500.00
PTC Select	Publicity/Library Supplies/Automation	\$ 2,152.00
Southwest Binding & Laminating	Publicity	\$ 219.80
Velocity Creative Concepts	Publicity	\$ 150.00
WWCT-FM	Publicity	\$ 250.00
Resource Sharing Alliance NFP	Automation Service Contract/Non-Print	\$ 53,615.00
City of Peoria - General Fund	Medical Insurance/Vehicles	\$ 55,095.12
LifeWorks	Medical Insurance	\$ 662.81
Ameren Illinois	Gas & Electricity	\$ 17,016.89
AT&T	Telephones	\$ 2,738.45
AT&T c/o CABS Dept.	Telephones	\$ 2,632.54
Peerless Network, Inc.	Telephones	\$ 1,166.96
Verizon	Telephones/Automation	\$ 187.42
City of Peoria - Stormwater	Water & Sewage	\$ 237.00
Greater Peoria Sanitary District	Water & Sewage	\$ 217.10
Illinois American Water	Water & Sewage	\$ 743.76
RK Dixon	Equip. Serv. Cont.	\$ 261.42
Commercial Irrigation Inc.	Building Services	\$ 275.00
Securitas Security Services USA, Inc.	Building Services	\$ 9,301.62
Thermal Services Inc.	Building Services	\$ 1,889.96
Vonachen Services, Inc.	Building Services	\$ 7,322.00
C. L. O'Brien & Co. Inc.	Building Maintenance & Repairs	\$ 694.27
Diversified Mechanical Inc.	Building Maintenance & Repairs	\$ 975.00
Chase CardMember Services	Travel, Educ. & Mtgs./Publicity/Automation	\$ 2,803.74
Gwendolyn Ayler	Travel, Educ. & Mtgs.	\$ 13.22
Cynthia Wright	Travel, Educ. & Mtgs.	\$ 176.09
ODP Office Solutions	Library Supplies	\$ 172.09
CIWIRC dba IWIRC	Miscellaneous	\$ 64.00

Illinois Library Association	Miscellaneous	\$ 800.00
Integrated Payments Consulting LLC	Miscellaneous	\$ 40.00
Rotary Club of Peoria	Miscellaneous	\$ 490.00
Unique Management Services, Inc.	Miscellaneous	\$ 139.30
CDW Government	Automation	\$ 1,130.11
Illinois Department of Innovation & Technology	Automation	\$ 25.00
Peoria Tire & Vulcanizing Co.	Vehicles	\$ 35.00
Wieland's Lawn Mower Hospital, Inc.	Vehicles	\$ 385.08
PPL Petty Cash Checking Account	Reimburse to Petty Cash Checking	\$ 107.89
		\$ 214,554.26

Books & Related Materials	\$ 47,211.90
Finance Bills	\$ 167,342.36
SUB-TOTAL	\$ 214,554.26
Calpine Energy Solutions	\$ -
TOTAL	\$ 214,554.26

REPORT OF COMMITTEE

CAPITAL DEVELOPMENT FUND

July 19, 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: \$ 6,420.00

Approved for Payment_____.

Approved for Payment_____.

<u>NAME OF VENDOR</u>	<u>ACTIVITY</u>	<u>AMOUNT</u>
George H. Rump Construction Co.	Capital Development Fund	\$ 6,420.00
TOTAL		\$6,420.00

PEORIA PUBLIC LIBRARY MEMORANDUM

TO: BOARD OF LIBRARY TRUSTEES
FROM: RANDALL YELVERTON, EXECUTIVE DIRECTOR
DATE: July 19, 2022
SUBJECT: LIBRARY BOARD MEMORANDUM #2022-74
PERSONNEL ACTIONS FOR PERIOD ENDING July 15, 2022

APPOINTMENTS

James McDaniel, Student Page, Lakeview.....07/13/2022

PROMOTIONS & TRANSFERS

None

RESIGNATIONS

Gwen McDaniel, Student Page, Lakeview.....06/29/2022

DISMISSALS

None

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 July 19, 2022

PEORIA PUBLIC LIBRARY FINANCIAL REPORT

JUNE 30, 2022

STATEMENT OF REVENUES and EXPENDITURES

June = 50%

	(1) 2022 BUDGET	(2) YTD '22	(3) YTD '21	(4) YTD % Increase/ Decrease	(5) (5 = 2/1) % of Budget Line Items
REVENUES					
Property Taxes	\$ 6,621,612	\$ 3,094,996	\$ 3,040,421	0.0%	46.7%
Personal Property Replacement Tax	\$ 473,059	\$ 482,250	\$ 121,310	0.0%	101.9%
Service Charges/Fines/Fees	\$ 30,000	\$ 34,227	\$ 18,016	90.0%	114.1%
Per Capita Grant	\$ 150,000	\$ -	\$ -	0.0%	0.0%
Grants	\$ -	\$ -	\$ 5,040	0.0%	0.0%
Interest	\$ 10,000	\$ 5,832	\$ 2,046	185.1%	58.3%
Current Revenue	\$ 7,284,671	\$ 3,617,305	\$ 3,186,832	13.5%	49.7%
Borrowed from Working Cash Fund		\$ 1,000,279	\$ 1,000,279	0.0%	
Gift & Mem./Restricted Fund Bal. Fwd.		\$ 9,752	\$ 16,540	-41.0%	
TOTAL REVENUES	\$ 7,284,671	\$ 4,627,337	\$ 4,203,651	10.1%	63.5%
EXPENDITURES					
Management Salaries	\$ 1,245,600	\$ 617,755	\$ 586,579	5.3%	49.6%
Non-Management Salaries	\$ 2,214,400	\$ 980,983	\$ 943,226	4.0%	44.3%
IMRF/FICA/Medicare	\$ 720,000	\$ 136,071	\$ 344,116	-60.5%	18.9%
Medical Insurance (Medical Premiums)	\$ 700,000	\$ 340,468	\$ 368,821	-7.7%	48.6%
GASB 45 Liability	\$ -	\$ -	\$ -	0.0%	0.0%
TOTAL PERSONNEL SERVICES	\$ 4,880,000	\$ 2,075,277	\$ 2,242,741	-7.5%	42.5%
Books / eBooks	\$ 622,691	\$ 122,751	\$ 135,422	-9.4%	19.7%
Periodicals	\$ 52,000	\$ 3,459	\$ 4,368	-20.8%	6.7%
Non-Print	\$ 290,000	\$ 128,966	\$ 103,989	24.0%	44.5%
Professional Services	\$ 23,000	\$ 2,422	\$ 2,234	8.4%	10.5%
Audits & Appraisals	\$ 9,200	\$ 1,315	\$ 1,280	2.7%	14.3%
Publicity	\$ 28,000	\$ 8,666	\$ 20,643	-58.0%	31.0%
Programming	\$ 40,000	\$ 23,466	\$ 25,370	-7.5%	58.7%
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	\$ 40,161	0.0%	50.2%
Building Insurance	\$ 125,280	\$ 124,452	\$ 115,688	7.6%	99.3%
Unemployment Insurance	\$ 10,000	\$ 8,989	\$ 5,478	64.1%	89.9%
Electricity	\$ 135,000	\$ 67,488	\$ 53,558	26.0%	50.0%
Gas	\$ 45,000	\$ 44,276	\$ 33,851	30.8%	98.4%
Water & Sewage	\$ 27,000	\$ 11,634	\$ 10,919	6.5%	43.1%
Telephones	\$ 100,000	\$ 39,558	\$ 40,181	-1.5%	39.6%
Equipment Service Contracts	\$ 98,000	\$ 64,803	\$ 62,538	3.6%	66.1%
Equipment Repairs	\$ 1,000	\$ -	\$ -	0.0%	0.0%
Building Services	\$ 215,000	\$ 124,779	\$ 122,965	1.5%	58.0%
Building Maintenance & Repairs	\$ 25,000	\$ 10,092	\$ 14,217	-29.0%	40.4%
Building Supplies	\$ 40,000	\$ 2,856	\$ 6,616	-56.8%	7.1%
Postage	\$ 15,000	\$ 4,352	\$ 14	0.0%	29.0%
Travel, Education & Meetings	\$ 25,000	\$ 5,200	\$ 5,196	0.0%	20.8%
TOTAL CONTRACTUAL SERVICES	\$ 2,047,671	\$ 839,686	\$ 804,690	4.3%	41.0%
Library Supplies	\$ 39,000	\$ 7,093	\$ 10,012	-29.2%	18.2%
Technical Supplies	\$ 28,000	\$ 11,038	\$ 6,820	61.9%	39.4%
Miscellaneous	\$ 20,000	\$ 4,465	\$ 4,389	1.7%	22.3%
Furniture & Fixtures	\$ 5,000	\$ 741	\$ 1,050	-29.4%	14.8%
Automation	\$ 55,000	\$ 12,808	\$ 32,670	-60.8%	23.3%
Vehicles	\$ 10,000	\$ 2,127	\$ 2,920	-27.1%	21.3%
City Administrative Fees	\$ 200,000	\$ 50,000	\$ 100,000	-50.0%	25.0%
TOTAL SUPPLIES & MATERIALS	\$ 357,000	\$ 88,273	\$ 157,860	-44.1%	24.7%
TOTAL EXPENDITURES	\$ 7,284,671	\$ 3,003,235	\$ 3,205,292	-6.3%	41.2%
Excess/Deficiency of Revenues over Expenditures		YTD '22 \$ 1,624,101	YTD '21 \$ 998,359		

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

JUNE 30, 2022

Excess/Deficiency of Revenues over Expenditures	<u>YTD '22</u>	<u>YTD '21</u>
	\$ 1,624,101	\$ 998,359
Working Cash Fund	\$ -	\$ -
Currently Borrowing from City of Peoria	\$ 1,000,279	\$ 1,000,279
Capital Development Fund	\$ 2,036,681	\$ 1,820,710
Earned Vacation Pay	\$ 19,226	\$ 19,226
Obligated Funds	\$ 386,342	\$ 455,646
CASH IN BANK	\$ 5,066,630	\$ 4,294,220

	<u>YTD '22</u>	<u>YTD '21</u>
<u>CAPITAL DEVELOPMENT FUND</u>		
Capital Development Fund Balance	\$ 2,036,681	\$ 1,820,710

<u>GRANTS</u>		
Ending Fund Balance	\$ 40	\$ -

<u>GIFT & MEMORIAL/ENDOWMENT FUND</u>		
Ending Fund Balance	\$ 613,721	\$ 591,892

**PEORIA PUBLIC LIBRARY FINANCIAL REPORT,
JUNE 30, 2022**

	<u>JUNE '22</u>	<u>YTD. '22</u>	<u>JUNE '21</u>	<u>YTD. '21</u>
Library Fines	\$ 385.08	\$ 3,474.70	\$ 301.38	\$ 3,208.19
Lost & Paid Materials	\$ 678.35	\$ 3,199.63	\$ 518.28	\$ 2,769.69
Miscellaneous	\$ 557.38	\$ 5,552.84	\$ 470.81	\$ 2,421.04
Computer Fees	\$ 686.35	\$ 2,994.74	\$ 472.85	\$ 1,784.62
Copiers	\$ 604.89	\$ 2,183.49	\$ 277.35	\$ 1,332.55
Contract Services	\$ -	\$ 10.00	\$ -	\$ -
Reimbursements Received	\$ 8,130.86	\$ 16,811.79	\$ -	\$ 6,499.77
Grants	\$ -	\$ -	\$ -	\$ 5,040.00
Per Capita Grant	\$ -	\$ -	\$ -	\$ -
Tax Distributions	\$ 3,094,995.71	\$ 3,094,995.71	\$ 3,040,421.00	\$ 3,040,421.00
Personal Property Replacement Tax	\$ -	\$ 482,250.00	\$ -	\$ 121,309.62
Interest Income	\$ 2,800.93	\$ 5,832.23	\$ 89.64	\$ 2,045.70
SUB-TOTAL REVENUES	\$ 3,108,839.55	\$ 3,617,305.13	\$ 3,042,551.31	\$ 3,186,832.18
Capital Development Fund	\$ 45,194.54	\$ 177,527.11	\$ 1,696.75	\$ 45,725.94
Gift & Memorial Income	\$ 1,427.18	\$ 7,652.08	\$ 4,482.66	\$ 7,306.82
2021 Restricted Fund Balance	\$ -	\$ 2,100.00	\$ -	\$ 12,057.00
Working Cash Fund	\$ -	\$ 1,000,239.38	\$ -	\$ 1,000,279.38
TOTAL REVENUES	\$ 3,155,461.27	\$ 4,804,823.70	\$ 3,048,730.72	\$ 4,252,201.32
Library Expenditures	\$ 458,119.75	\$ 3,003,235.29	\$ 689,627.63	\$ 3,205,291.77
Capital Development Fund	\$ 45,194.54	\$ 177,527.11	\$ 1,696.75	\$ 45,725.94
Grant Expenditures	\$ (3.05)	\$ 2,060.23	\$ 12,057.00	\$ 17,097.00
Gift & Memorial Expenditures	\$ 1,427.18	\$ 7,652.08	\$ 4,482.66	\$ 7,306.82
Less Restricted Income	\$ -	\$ 2,100.00	\$ -	\$ 12,057.00
Reimb. To Working Cash Fund	\$ -	\$ -	\$ -	\$ -
BALANCE AVAILABLE	\$ 2,650,722.85	\$ 1,612,248.99	\$ 2,340,866.68	\$ 964,722.79

TAX DISTRIBUTIONS

<u>MONTH</u>	<u>2022</u>	<u>2021</u>
	<u>AMOUNT</u>	<u>AMOUNT</u>
January	\$ -	\$ -
February	\$ -	\$ -
March	\$ -	\$ -
April	\$ -	\$ -
May	\$ -	\$ -
June	\$ 3,094,995.71	\$ 3,040,421.00
July		\$ 3,040,421.00
August		\$ 3,040,421.00
September		\$ 3,040,421.00
October		\$ 3,040,421.00
November		\$ 3,040,421.00
December		\$ 3,040,421.00

Earned Vacation Pay \$ 19,226.10
Restricted Grant Income \$ 39.77

Working Cash Fund \$ -

GIFT & MEMORIALS

ENDOWMENTS

Capital Development Fund Balance \$ 2,036,681.18

Beginning Balance \$ 606,848.55
Income \$ 8,299.19
Expenditures \$ 1,427.18
Ending Balance \$ 613,720.56

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JUNE 30, 2022

<u>RESTRICTED FUNDS - GRANTS</u>	<u>GRANT</u> <u>AMOUNTS</u>	<u>JUNE</u>	<u>CUMULATIVE</u>	<u>BALANCE</u>
<u>2021-2022</u>				
L2104 Delta Kappa Gamma Society	\$ 2,100.00	\$ (3.05)	\$ 2,060.23	\$ 39.77
TOTAL RESTRICTED FUNDS	\$ 2,100.00	\$ (3.05)	\$ 2,060.23	\$ 39.77

*Refund on tax

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JUNE 30, 2022

2022

2021

AMENDED

	BUDGET	JUNE	CUMULATIVE	BALANCE	BUDGET	SPENT
Salaries	\$ 3,460,000	\$ 253,417.50	\$ 1,598,737.84	\$ 1,861,262.16	\$ 3,586,651	\$ 1,529,805.01
IMRF/FICA/Medicare	\$ 720,000	\$ -	\$ 136,071.00	\$ 583,929.00	\$ 520,000	\$ 344,115.50
Med. Insur. (Premiums)	\$ 700,000	\$ 54,118.83	\$ 340,467.66	\$ 359,532.34	\$ 651,000	\$ 368,820.97
GASB 45 Liability	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Books / eBooks	\$ 622,691	\$ 26,418.60	\$ 122,750.53	\$ 500,276.62	\$ 669,138	\$ 135,421.89
Periodicals	\$ 52,000	\$ 2,658.00	\$ 3,458.80	\$ 48,541.20	\$ 45,000	\$ 4,368.00
Non-Print	\$ 290,000	\$ 33,577.82	\$ 128,965.90	\$ 161,586.95	\$ 352,559	\$ 103,989.06
Professional Services	\$ 23,000	\$ 628.22	\$ 2,421.82	\$ 20,578.18	\$ 10,000	\$ 2,234.36
Audits & Appraisals	\$ 9,200	\$ -	\$ 1,315.00	\$ 7,885.00	\$ 8,000	\$ 1,280.00
Publicity	\$ 28,000	\$ 1,712.16	\$ 8,666.44	\$ 20,833.56	\$ 28,000	\$ 20,643.28
Programming	\$ 40,000	\$ 3,079.07	\$ 23,466.01	\$ 23,330.75	\$ 40,000	\$ 25,370.07
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	\$ 40,161.00
Building Insurance	\$ 125,280	\$ -	\$ 124,452.00	\$ 828.00	\$ 116,000	\$ 115,688.00
Unemployment Insur.	\$ 10,000	\$ 2,390.57	\$ 8,989.02	\$ 1,010.98	\$ 10,000	\$ 5,478.32
Electricity	\$ 135,000	\$ 19,214.22	\$ 67,487.96	\$ 67,512.04	\$ 135,000	\$ 53,558.43
Gas	\$ 45,000	\$ 3,491.88	\$ 44,276.44	\$ 723.56	\$ 45,000	\$ 33,851.20
Water & Sewage	\$ 27,000	\$ 1,604.84	\$ 11,633.89	\$ 15,366.11	\$ 25,000	\$ 10,919.22
Telephones	\$ 100,000	\$ 6,834.75	\$ 39,558.30	\$ 60,441.70	\$ 100,000	\$ 40,180.64
Equipment Serv. Cont.	\$ 98,000	\$ 2,047.77	\$ 64,802.63	\$ 33,197.37	\$ 100,000	\$ 62,538.39
Equipment Repairs	\$ 1,000	\$ -	\$ -	\$ 1,000.00	\$ 1,000	\$ -
Building Services	\$ 215,000	\$ 31,306.89	\$ 124,779.21	\$ 90,220.79	\$ 210,000	\$ 122,965.21
Bldg. Maint. & Rprs.	\$ 25,000	\$ 4,228.76	\$ 10,092.38	\$ 14,907.62	\$ 40,000	\$ 14,216.88
Building Supplies	\$ 40,000	\$ 828.76	\$ 2,855.92	\$ 37,144.08	\$ 30,000	\$ 6,615.88
Postage	\$ 15,000	\$ 62.00	\$ 4,352.04	\$ 10,647.96	\$ 10,000	\$ 14.49
Travel, Educ. & Mtgs	\$ 25,000	\$ 4,483.14	\$ 5,200.31	\$ 19,799.69	\$ 25,000	\$ 5,196.00
Library Supplies	\$ 39,000	\$ 59.18	\$ 7,093.43	\$ 31,965.75	\$ 35,000	\$ 10,012.08
Technical Supplies	\$ 28,000	\$ 4,278.00	\$ 11,038.44	\$ 16,961.56	\$ 18,000	\$ 6,820.07
Miscellaneous	\$ 20,000	\$ 334.83	\$ 4,465.07	\$ 15,534.93	\$ 16,000	\$ 4,388.79
Furniture & Fixtures	\$ 5,000	\$ 284.27	\$ 740.90	\$ 4,259.10	\$ 5,000	\$ 1,049.99
Automation	\$ 55,000	\$ 736.08	\$ 12,808.07	\$ 42,191.93	\$ 85,000	\$ 32,669.52
Vehicles	\$ 10,000	\$ 382.79	\$ 2,127.28	\$ 7,872.72	\$ 15,000	\$ 2,919.52
City Administrative Fees	\$ 200,000	\$ -	\$ 50,000.00	\$ 150,000.00	\$ 200,000	\$ 100,000.00
TOTAL	\$ 7,284,671	\$ 9,244.94	\$ 3,003,235.29	\$ 4,290,680.65	\$ 7,258,348	\$ 3,205,291.77

Grants (Included in Regular Budget Totals)

\$ (3.05)

\$ 17,097.00

Gift & Memorial (Included in Reg. Budget)

\$ 1,427.18

\$ 7,306.82

Capital Development Fund

\$ 177,527

\$ 45,725.94

Total # of Employees - 87 (66 Full-Time /9 Part-Time /12 Pages)

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PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JUNE 30, 2022

<u>BREAKDOWN BY BRANCH</u>	<u>2022</u>		<u>2021</u>	
	<u>BUDGET</u>	<u>JUNE</u>	<u>BALANCE</u>	<u>BUDGET</u>
				<u>SPENT</u>
Salaries				
Main	\$ 153,177.92	\$ 986,104.47		\$ 935,651.37
Lakeview	\$ 28,834.92	\$ 172,816.13		\$ 152,557.21
Lincoln	\$ 19,213.56	\$ 115,213.64		\$ 109,417.73
McClure	\$ 7,519.92	\$ 54,576.15		\$ 57,655.86
North	\$ 29,950.32	\$ 181,760.01		\$ 187,983.08
Outreach	\$ 14,720.86	\$ 88,267.44		\$ 86,539.76
Total Salaries	\$ 3,460,000	\$ 253,417.50	\$ 1,598,737.84	\$ 3,586,651
			\$ 1,861,262.16	\$ 1,529,805.01
Books / eBooks				
Popular Non-Fiction	\$ 3,252.95	\$ 15,898.21		\$ 23,843.46
Fiction	\$ 14,380.02	\$ 69,230.41		\$ 62,800.26
Paperbacks	\$ 249.67	\$ 1,710.08		\$ 5,423.52
Standing Orders	\$ 1,486.76	\$ 8,498.21		\$ 5,513.99
Youth Services	\$ 7,049.20	\$ 27,413.62		\$ 37,840.66
Total Books	\$ 622,691	\$ 26,418.60	\$ 122,750.53	\$ 669,138
			\$ 499,940.47	\$ 135,421.89
Electricity				
Main	\$ 10,120.18	\$ 35,674.97		\$ 23,851.79
Lakeview	\$ 1,281.78	\$ 4,691.37		\$ 4,673.83
Lincoln	\$ 2,660.14	\$ 8,985.00		\$ 9,406.57
McClure	\$ 379.81	\$ 1,483.07		\$ 1,311.50
North	\$ 4,772.31	\$ 16,653.55		\$ 14,314.74
Total Electricity	\$ 135,000	\$ 19,214.22	\$ 67,487.96	\$ 135,000
			\$ 67,512.04	\$ 53,558.43

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JUNE 30, 2022

<u>BREAKDOWN BY BRANCH</u>		<u>2022</u>		<u>2021</u>	
	<u>BUDGET</u>	<u>JUNE</u>	<u>CUMULATIVE</u>	<u>BUDGET</u>	<u>SPENT</u>
Gas					
Main		\$ 1,472.10	\$ 19,014.56		\$ 13,140.03
Lakeview		\$ 134.39	\$ 3,081.08		\$ 1,994.85
Lincoln		\$ 772.59	\$ 8,337.01		\$ 7,202.17
McClure		\$ 52.94	\$ 1,279.77		\$ 1,006.76
North		\$ 1,059.86	\$ 12,564.02		\$ 10,507.39
Total Gas	\$ 45,000	\$ 3,491.88	\$ 44,276.44	\$ 45,000	\$ 33,851.20
Water & Sewage					
Main		\$ 821.52	\$ 5,860.67		\$ 5,409.39
Lakeview		\$ 236.54	\$ 778.35		\$ 589.54
Lincoln		\$ 157.59	\$ 1,154.92		\$ 1,184.50
McClure		\$ 43.47	\$ 592.62		\$ 437.62
North		\$ 345.72	\$ 3,247.33		\$ 3,298.17
Total Water & Sewage	\$ 27,000	\$ 1,604.84	\$ 11,633.89	\$ 25,000	\$ 10,919.22
Building Services					
Main		\$ 13,372.99	\$ 59,740.79		\$ 53,010.79
Lakeview		\$ 1,012.00	\$ 8,977.00		\$ 6,374.58
Lincoln		\$ 13,671.90	\$ 38,808.43		\$ 46,559.42
McClure		\$ 775.00	\$ 3,457.99		\$ 2,675.68
North		\$ 2,475.00	\$ 13,795.00		\$ 14,344.74
Total Building Services	\$ 215,000	\$ 31,306.89	\$ 124,779.21	\$ 210,000	\$ 122,965.21

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JUNE 30, 2022

<u>BREAKDOWN BY BRANCH</u>	<u>2022</u>		<u>2021</u>	
	<u>BUDGET</u>	<u>JUNE</u>	<u>BALANCE</u>	<u>BUDGET</u>
				<u>SPENT</u>
Bldg. Maintenance & Repairs				
Main	\$	3,868.76	\$	7,938.47
Lakeview	\$	90.00	\$	647.06
Lincoln	\$	270.00	\$	824.40
McClure	\$	-	\$	-
North	\$	-	\$	682.45
Total Bldg. Maint. & Rprs.	\$	4,228.76	\$	10,092.38
			\$	14,907.62
Furniture & Fixtures				
Main	\$	-	\$	-
Lakeview	\$	-	\$	-
Lincoln	\$	-	\$	-
McClure	\$	-	\$	415.20
North	\$	284.27	\$	325.70
Outreach	\$	-	\$	-
Total Furniture & Fixtures	\$	284.27	\$	740.90
	\$	5,000.00	\$	4,259.10
	\$		\$	5,000.00
	\$		\$	1,049.99
	\$		\$	1,049.99
	\$		\$	13,743.88
	\$		\$	-
	\$		\$	-
	\$		\$	395.00
	\$		\$	78.00
	\$		\$	14,216.88

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, JUNE 30, 2022

RESTRICTED EXPENDITURES FOR JUNE 2022

<u>GRANTS</u>	<u>JAN. - MAY</u>	<u>JUNE</u>	<u>CUMULATIVE</u>	<u>GIFTS & MEM.</u>	<u>JAN. - MAY</u>	<u>JUNE</u>	<u>CUMULATIVE</u>
Books	\$ -	\$ -	\$ -	Books	\$ 326.25	\$ 9.90	\$ 336.15
Non-Print	\$ -	\$ -	\$ -	Non-Print	\$ 552.85	\$ -	\$ 552.85
Publicity	\$ -	\$ -	\$ -	Publicity	\$ 1,500.00	\$ 189.00	\$ 1,689.00
Programming	\$ 2,063.28	\$ (3.05)	\$ 2,060.23	Programming	\$ 3,786.62	\$ 1,228.28	\$ 5,014.90
Library Supplies	\$ -	\$ -	\$ -	Library Supplies	\$ 59.18	\$ -	\$ 59.18
Miscellaneous	\$ -	\$ -	\$ -	Miscellaneous	\$ -	\$ -	\$ -
Automation	\$ -	\$ -	\$ -	Automation	\$ -	\$ -	\$ -
TOTAL	\$ 2,063.28	\$ (3.05)	\$ 2,060.23	TOTAL	\$ 6,224.90	\$ 1,427.18	\$ 7,652.08

AMENDED TOTALS
AS OF 6/30/22

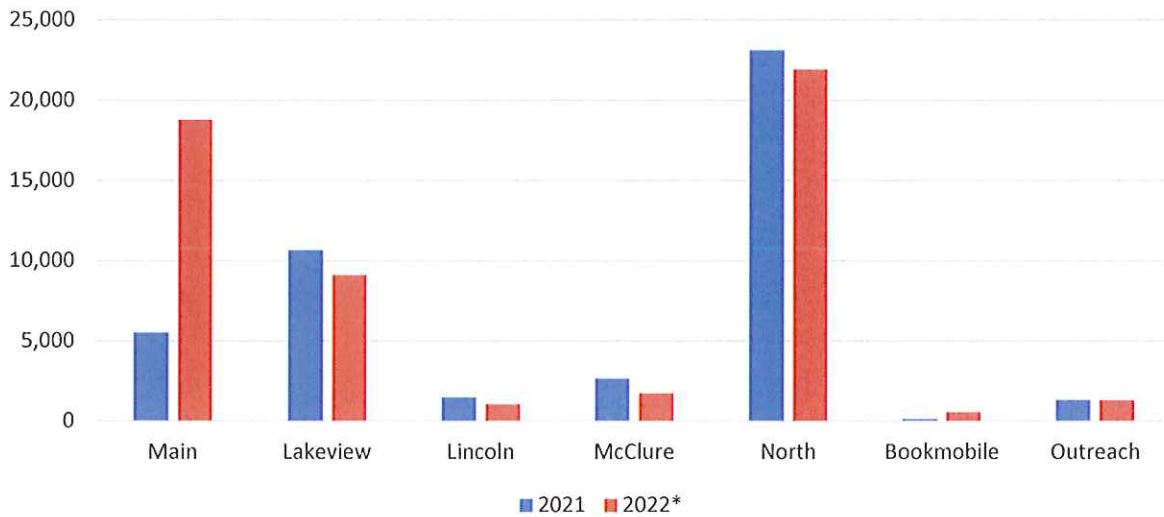
	<u>AMENDED</u>	<u>GRANTS</u>	<u>GIFT & MEMORIALS</u>	<u>CUMULATIVE</u>	<u>BALANCE</u>
Books	\$ 336.15	\$ -	\$ 336.15	\$ 336.15	\$ -
Non-Print	\$ 552.85	\$ -	\$ 552.85	\$ 552.85	\$ -
Publicity	\$ 1,500.00	\$ -	\$ 1,689.00	\$ 1,689.00	\$ (189.00)
Programming	\$ 6,796.76	\$ 2,060.23	\$ 5,014.90	\$ 7,075.13	\$ (278.37)
Library Supplies	\$ 59.18	\$ -	\$ 59.18	\$ 59.18	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Automation	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 9,244.94	\$ 2,060.23	\$ 7,652.08	\$ 9,712.31	\$ (467.37)

<u>AMENDED</u>	<u>JAN. - MAY</u>	<u>JUNE</u>	<u>CUMULATIVE</u>	<u>BALANCE</u>
Capital Development Fur	\$ 177,527.11	\$ 132,332.57	\$45,194.54	\$0.00
			\$177,527.11	

Library Use Statistics

- Circulation by Location June 2022
- Door Count by Location June 2021/June 2022
- 2022 Monthly Circulation, Door Count, and Technology Usage
- Pie Charts
 - Programs Offered – June 2022
 - Program Attendance – June 2022

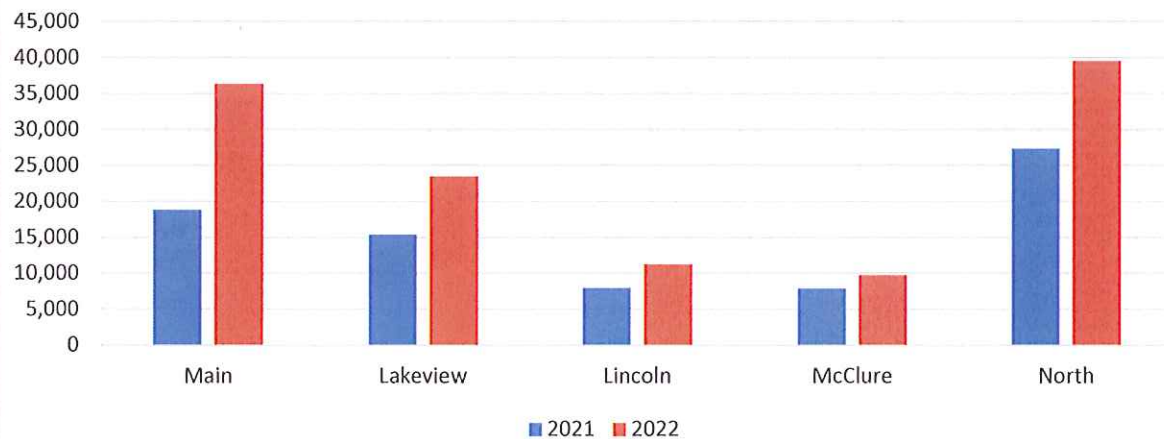
June 2022 Circulation



	Main	Lakeview	Lincoln	McClure	North	Bookmobile	Outreach
2021	5,511	10,659	1,484	2,645	23,119	127	1,313
2022*	18,786	9,110	1,036	1,738	21,915	556	1,293

*Online Renewals are included in the 2022 total circulation numbers

June Door Count



	Main	Lakeview	Lincoln	McClure	North
2021	18,825	15,384	7,976	7,864	27,348
2022	36,314	23,483	11,259	9,757	39,541

PEORIA PUBLIC LIBRARY STATISTICAL REPORT
JUNE 30, 2022

CIRCULATION MATERIALS

2022	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Main	5,252	4,163	5,124	5,505	3,994	18,786							42,824
Lakeview	7,859	6,948	8,116	8,473	6,948	9,110							47,454
Lincoln	882	638	689	714	392	1,036							4,351
McClure	1,619	1,350	1,636	1,521	367	1,738							8,231
North	15,890	13,998	15,263	14,176	12,105	21,915							93,347
Bookmobile	479	593	536	933	728	556							3,825
Outreach	1,436	1,506	1,411	1,405	1,566	1,293							8,617
E-Books	6,644	6,181	6,657	6,504	6,772	6,728							39,486
Music/Movie Downloads	2,257	2,181	3,001	2,618	2,230	2,387							14,674
On-Line Renewals	11,695	11,489	12,153	11,554	10,602	-							57,493
Outgoing Intralibrary Loan	6,578	6,250	6,749	6,319	6,047	5,894							37,837
TOTAL	60,591	55,297	61,335	59,722	51,751	69,443							358,139

2021	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Main	2,069	4,173	5,710	5,737	3,996	5,511							27,196
Lakeview	4,163	7,065	8,097	7,542	7,340	10,659							44,866
Lincoln	159	530	681	543	902	1,484							4,299
McClure	725	1,636	1,875	1,904	1,792	2,645							10,577
North	8,154	15,074	17,857	15,813	17,081	23,119							97,098
Bookmobile	8	12	24	149	175	127							495
Outreach	122	586	398	1,211	1,351	1,313							4,981
E-Books	7,371	6,537	6,688	5,533	5,893	5,896							37,918
Music/Movie Downloads	4,693	3,917	3,734	3,567	2,963	2,830							21,704
On-Line Renewals	8,438	10,449	14,407	12,451	11,338	12,542							69,625
Outgoing Intralibrary Loan	4,543	4,571	5,989	5,042	4,650	4,686							29,481
TOTAL	40,445	54,550	65,460	59,492	57,481	70,812							348,240

DOOR COUNTS

2022	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Main	5,209	4,735	6,567	6,561	6,335	6,907							36,314
Lakeview	3,441	3,354	4,185	3,965	3,842	4,696							23,483
Lincoln	1,427	1,339	1,725	1,897	1,740	3,131							11,259
McClure	1,545	1,295	1,800	1,858	1,285	1,974							9,757
North	5,792	5,702	7,232	6,565	5,374	8,876							39,541
Bookmobile	-	360	-	-	501	444							1,305
TOTAL	17,414	16,785	21,509	20,846	19,077	26,028							121,659

2021	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Main	-	3,325	3,973	3,490	3,392	4,645							18,825
Lakeview	-	2,919	2,487	3,068	2,829	4,081							15,384
Lincoln	-	1,983	1,158	1,384	1,405	2,046							7,976
McClure	-	1,212	1,598	1,565	1,493	1,996							7,864
North	-	3,955	5,183	5,585	6,028	6,597							27,348
Bookmobile	-	-	-	-	-	-							-
TOTAL	-	13,394	14,399	15,092	15,147	19,365							77,397

**PEORIA PUBLIC LIBRARY STATISTICAL REPORT
JUNE 30, 2022 - CIRCULATION MATERIALS**

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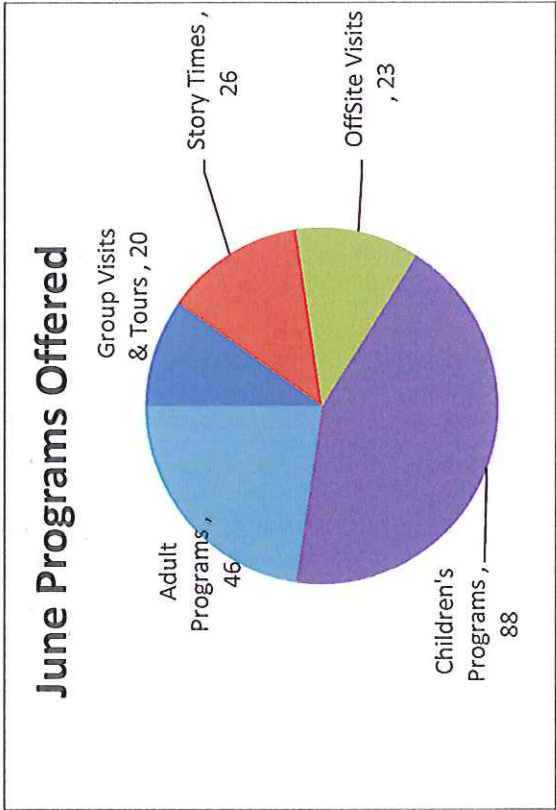
<u>June-22</u>	<u>MAIN</u>	<u>LAKEVIEW</u>	<u>LINCOLN</u>	<u>McCLURE</u>	<u>NORTH</u>	<u>BOOK- MOBILE</u>	<u>OUT- REACH</u>	<u>E-BOOKS</u>	<u>MOVIE/MUSIC DOWNLOADS</u>	<u>On-LINE RENEWALS*</u>	<u>OUTGOING INTRA LNS</u>	<u>TOTALS</u>
Adult Fiction	2,544	2,146	65	371	2,557	5	1,134	3,727			2129	14,678
Adult Non-Fict.	3,624	1,159	97	291	3,086	126	148				282	8,813
Adult Paperbacks	304	175	-	16	342	-	5				318	1,160
Y.P.L./Juvenile	7,040	3,430	485	612	10,384	358	3				1907	24,219
Juve. Paperbacks	1,534	787	120	97	2,338	56	-				171	5,103
Periodicals	329	148	14	25	222	3	-				26	767
Visual Media	2,670	965	234	281	2,180	8	1		836		715	7,890
Music Media	222	71	-	9	96	-	-		1,551		102	2,051
Audio Books	460	210	20	34	687	-	-	3,001			242	4,654
Other	59	19	1	2	23	-	2				2	108
TOTAL	18,786	9,110	1,036	1,738	21,915	556	1,293	6,728	2,387	-	5,894	69,443
+/- Over Last Year	240.9%	-14.5%	-30.2%	-34.3%	-5.2%	337.8%	-1.5%	14.1%	-15.7%	-100.0%	25.8%	-1.9%
<u>June-21</u>												
Adult Fiction	1,090	2,653	90	476	3,594	-	1,153	5,289		2,036	1,000	17,381
Adult Non-Fict.	959	952	58	221	1,950	-	148			1,856	875	7,019
Adult Paperbacks	137	337	7	33	366	-	2			238	296	1,416
Y.P.L./Juvenile	1,430	4,505	712	1,348	11,500	99	2			5,571	1,373	26,540
Juve. Paperbacks	220	926	136	140	2,531	22	1			1,114	255	5,345
Periodicals	201	78	30	19	263	-	-			186	54	831
Visual Media	1,131	873	423	358	2,389	6	6		668	1,125	645	7,624
Music Media	177	129	18	15	133	-	1	607	2,162	91	63	2,789
Audio Books	166	199	10	35	388	-	-			296	125	1,826
Other	-	7	-	-	5	-	-			29	-	41
TOTAL	5,511	10,659	1,484	2,645	23,119	127	1,313	5,896	2,830	12,542	4,686	70,812
<u>January - June 2022</u>												
Adult Fiction	7,998	12,954	488	1,948	17,352	23	7,487	23,039		9,707	9,309	90,305
Adult Non-Fict.	7,618	4,806	365	1,135	10,061	138	992			8,536	6,198	39,849
Adult Paperbacks	882	1,243	17	154	1,785	3	34			895	1,863	6,876
Y.P.L./Juvenile	11,110	17,348	1,515	2,754	39,924	2,848	47			25,124	11,875	112,545
Juve. Paperbacks	2,426	3,511	354	403	8,741	750	7			5,265	1,947	23,404
Periodicals	1,225	624	79	129	1,078	33	-			755	233	4,156
Visual Media	9,485	5,574	1,465	1,517	11,029	28	28		5,138	5,385	4,421	44,070
Music Media	917	303	5	57	477	-	4		9,536	314	772	12,385
Audio Books	1,097	1,050	62	126	2,863	2	16	16,447		1,327	1,217	24,207
Other	66	41	1	8	37	-	2			185	2	342
TOTAL	42,824	47,454	4,351	8,231	93,347	3,825	8,617	39,486	14,674	57,493	37,837	358,139
+/- Over Last Year	57.5%	5.8%	1.2%	-22.2%	-3.9%	672.7%	73.0%	4.1%	-32.4%	-17.4%	28.3%	2.8%
<u>January - June 2021</u>												
Adult Fiction	5,207	12,094	523	2,329	16,650	6	4,250	34,323		10,769	5,585	91,736
Adult Non-Fict.	4,763	4,551	355	1,081	8,968	2	594			10,270	5,500	36,084
Adult Paperbacks	610	1,436	27	209	1,652	-	14			1,474	1,594	7,016
Y.P.L./Juvenile	7,480	17,127	1,401	4,205	45,609	370	52			31,449	9,598	117,291
Juve. Paperbacks	1,021	3,102	217	535	9,114	90	8			6,566	1,633	22,286
Periodicals	917	572	100	89	1,266	1	1			779	193	3,918
Visual Media	5,635	4,488	1,593	1,854	10,831	26	52		4,694	6,317	4,050	39,540
Music Media	798	437	44	103	773	-	3		17,010	496	516	20,180
Audio Books	751	1,040	39	166	2,217	-	6	3,595		1,370	812	9,996
Other	14	19	-	6	18	-	1			135	-	193
TOTAL	27,196	44,866	4,299	10,577	97,098	495	4,981	37,918	21,704	69,625	29,481	348,240

*Online Renewals numbers are incorporated with the regular circulation numbers.

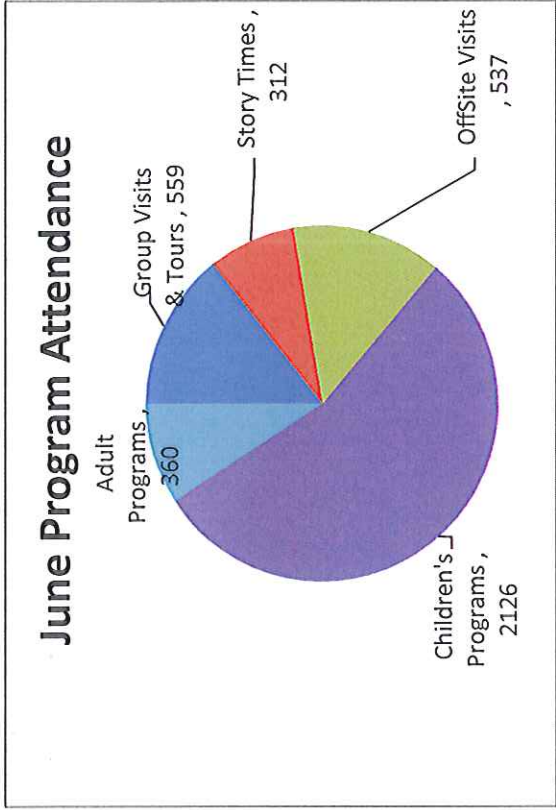
PEORIA PUBLIC LIBRARY STATISTICAL REPORT
JUNE 30, 2022 - TECHNICAL SERVICES

Books - # at End of Month	2022	2021
Books Added	415,575	425,252
Books Discarded	1,370	2,294
	3,346	1,897
Audio Books - # at End of Month	10,223	10,394
Audio Books Added	24	40
Audio Books Discarded	109	14
Kits - # at End of Month	74	51
Kits Added	-	-
Kits Discarded	-	-
Periodicals - # at End of Month	85,762	86,262
Periodicals Added	320	437
Periodicals Discarded	85	76
Visual Media - # at End of Month	20,938	20,701
Visual Media Added	258	167
Visual Media Discarded	301	430
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	22,902	23,425
Music Media Added	45	1
Music Media Discarded	2	98
Web Resources - # at End of Month	7,130	7,130
Web Resources Added	-	-
Web Resources Discarded	-	-

June 2022 Program Report



Programs Offered	
Group Visits & Tours	20
Story Times	26
OffSite Visits	23
Children's Programs	88
Adult Programs	46
	203



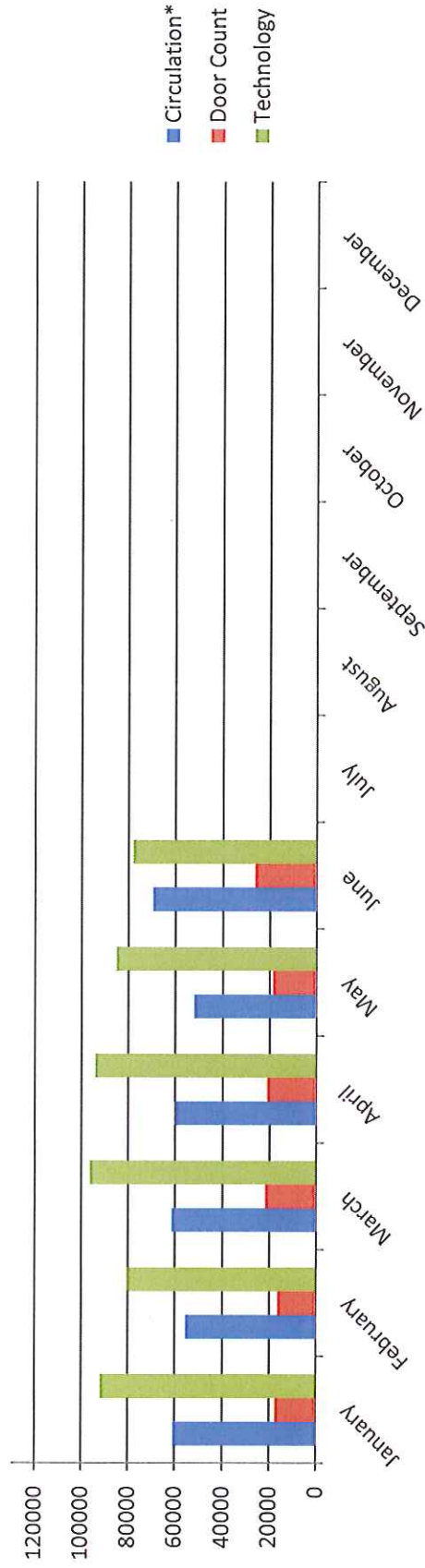
Program Attendance	
Group Visits & Tours	559
Story Times	312
OffSite Visits	537
Children's Programs	2126
Adult Programs	360
	3894

PEORIA PUBLIC LIBRARY STATISTICAL REPORT
JUNE 30, 2022

REFERENCE	JUNE '22	CUM '22	JUNE '21	CUM '21	ADDITIONAL SERVICES	JUNE '22	CUM '22	JUNE '21	CUM '21
Main	571	2,953	455	2,712	One-on-One Tutorials	102	434	84	247
Lakeview	390	2,379	483	2,567	Youth Group Visits	19	59	2	2
Lincoln	223	976	237	1,462	Youth Group Visits Attendance	554	1,056	17	17
McClure	491	2,578	365	1,769	Youth Story Time	26	76	8	12
North	684	3,227	711	3,429	Youth Story Time Attendance	312	687	145	157
Outreach	12	45	12	46	Youth Off-Site Visits & Presentation	10	80	21	24
Bookmobile	-	-	-	-	Youth Off-Site Visits Attendance	377	3,615	567	673
TOTAL	2,371	12,158	2,263	11,985	Children's Programs	33	143	24	30
SOURCES USED IN-HOUSE	4,675	24,723	3,916	19,579	Children's Programs Attendance	1,032	1,918	448	799
TECHNOLOGY USAGE					Children's Passive Programs	43	176	13	90
Computer Users Signed Up	2,548	14,381	2,113	9,449	Children's Passive Prog. Attendance	880	3,884	455	4,304
E-Books	6,728	39,486	5,896	37,918	Children's ZOOM Programs	-	17	1	17
Movie/Music Downloads	2,387	14,674	2,830	21,704	Children's ZOOM Attendance	-	55	2	596
DataBase Usage	15,140	93,826	11,368	91,571	Young Adult Programs	12	30	17	19
Website Visits*	961	55,276	10,458	64,770	Young Adult Attendance	214	268	247	247
WiFi Users	1,591	7,851	846	4,122	Young Adult Passive Programs	-	9	15	235
RSACat Searches	39,457	208,924	47,578	267,006	Young Adult Passive Programs Atte	-	345	1,450	4,899
YouTube Views	334		236		Young Adult ZOOM Programs	-	1	-	-
Facebook Friends	5,153		4,483		Young Adult ZOOM Attendance	-	-	-	-
Instagram	1,695		1,524		Lincoln Project Next Generation	-	-	-	-
Twitter Followers	1,727		1,653		Adult Group Visits	1	6	-	-
Pinterest Followers	136		136		Adult Group Visits Attendance	4	71	-	-
Tik-Tok Followers	30				Adult Off-Site Visits & Presentations	13	59	1	8
Holds	6,866	38,680	8,152	46,411	Adult Off-Site Visits Attendance	160	1,170	8	115
New Cards Issued	602	2,564	527	2,029	Adult Programs	31	148	11	24
Loans to Non-Peorians	2,929	15,325	3,529	16,960	Adult Attendance	268	1,364	108	213
Direct	2,842	14,713	3,458	16,330	Adult Passive Programs	11	42	9	54
Interlibrary Loans	87	612	71	630	Adult Passive Programs Attendance	57	225	104	911
DOOR COUNT					Adult ZOOM Programs	2	12	9	65
Main	6,907	36,314	4,645	18,825	Adult ZOOM Attendance	10	80	122	920
Lakeview	4,696	23,483	4,081	15,384	YouTube Virtual Programs	2	15	7	55
Lincoln	3,131	11,259	2,046	7,976	YouTube Program Views	25	118	484	1,259
McClure	1,974	9,757	1,996	7,864	Non-PPL Use of Meeting Rooms	166	963	73	177
North	8,876	39,541	6,597	27,348	Approx. Attendance	1,106	6,360	488	2,368
Bookmobile	444	1,305	-	-	Non-PPL Use of Study Rooms	353	1,842	208	347
	26,028	121,659	19,365	77,397	Approx. Attendance	508	3,381	253	423

*Website Visits Total is only for 1 day

2022 Monthly Circulation, Door Count, and Technology Usage



2022	January	February	March	April	May	June	July	August	September	October	November	December
Circulation*	60591	55297	61335	59722	51750	69,443						
Door Count	17,414	16,425	21,509	20,846	18,576	26,028						
Technology	91,713	80,237	96,212	94,034	84,933	77,887						

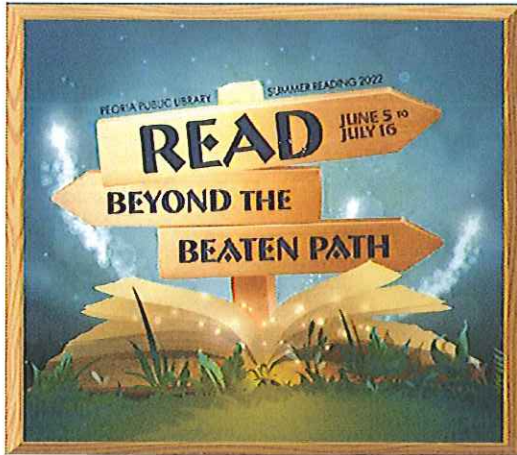
* Does not include digital circulation. Digital circulation is included in the Technology monthly totals.

To: Randall Yelverton

From: Alyce Jackson

Date: July 14, 2022

Subject: Monthly Programming Report



Summer Reading wrap up time!

Family Party – July 19, 5-8pm at Peoria Zoo

Adult Party – July 26, 6-8pm at North

Peoria Reads

Our wrap up event will be September 28 to coincide with Good Neighbor Day. This will be held at Columbia Park/McClure Branch.

Back to School Bash

Lakeview – July 31, 1:30pm

Celebrate the end of summer with a back to school party! Games, crafts, a photo booth, ice cream, and special guest Barnyard Discoveries!

“Grab & Go” kits continue to be a huge hit at all locations!

Beverage charms (adult) * Dancing jellyfish * Movable caterpillar * Parachute experiment * Popsicle stick catapult * Flower bracelets (adult) * Cross stitch ornament * Crystal suncatchers

The 2022 Local Author & Artist Fair is scheduled for December 3 at the Main Library!

Summer Reading

2022 week #6

Week 6 Totals	Preschool	Grade School	Teen	Adult	Total
Lakeview	63	153	60	265	541
Lincoln	253	262	105	97	717
Main	29	86	28	133	276
McClure	17	31	15	50	113
North	160	338	106	315	919
Virtual	2	9	37	15	63
Total	524	879	351	875	2629

2021 week #6

Week 6 Totals	Preschool	Grade' School	Teen	Adult	Total
Bookmobile	0	1	2	3	6
Lakeview	71	164	57	197	489
Lincoln	151	224	87	82	544
Main	30	81	25	81	217
McClure	33	46	19	57	155
North	138	310	106	270	824
Virtual	2	3	17	10	32
Total	425	829	313	700	2267

Art Gallery

July & August – Miles Bair & Ryan Bair

A father-son show displaying new paintings by each artist. Miles Bair is an emeritus professor of art and was the director of the School of Art at Illinois Wesleyan University for three decades. Ryan Bair is the Executive Director of Residential Living at Bradley University.

October -Big Picture: Portraits of Peoria artists

November & December – 22VA

Music in the McKenzie

July 24: Harvest Sons

Harvest Sons makes you feel right at home with their nostalgia-infused blend of folk, rock and Americana, and transport you into their rust belt state of mind. Harvest Sons is based out of Peoria.

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, country and beyond.

October 23: Butterfield Creek

Female-led Butterfield Creek mixes it up with acoustified and bluegrassified classic rock/pop songs that everybody sings along with; straightforward bluegrass that brings out the toe tappers and dancers; we add Americana for hip-swaying texture, and then a few hooky bluegrass originals that are oft-requested favorites

November 13: Andy Hatfield

Andy Hatfield is a creative bluegrass musician from Peoria, IL. Andy has won three national championships on mandolin and guitar. Come enjoy an exciting afternoon of original and traditional acoustic music!

December 11: Sarah & The Underground

Sarah & The Underground is a SoulFolk trio fresh out of Peoria. This show will be filled with your Underground favorites and some amazing guests.

2022 Strategic Plan Action Steps

A targeted completion period is listed after each action item

Progress at end of 1st quarter

Progress at end of 2nd quarter

- Continually evaluate and expand digital offerings.
 - The administrative office will develop one report that managers will use to evaluate databases. (End of 1st quarter)
 - The admin office has developed a report to evaluate databases.
 - Library managers will try one new database or digital service, evaluate usefulness and send feedback to admin office using new report developed by administrative office. (End of 4th quarter)
 - Head of Reference will collaborate with administration to create one new evaluative tool that will help assess annual patron database usage that will be reviewed by the Executive Director annually to help guide purchasing/subscription decisions. (End of 2nd quarter)
- Improve circulation channels
 - Administration will work with Purchasing and Technical Services to evaluate time it takes for materials to reach patrons from ordering to shelf ready. (End of 3rd quarter)
 - The new process will be put into place in August for a test run and then will be used quarterly.
 - During the evaluation period, they will develop one new report to be shared with the Executive Director regularly to help evaluate collection readiness. (End of 2nd quarter)
 - The Director, Selection Manager and Technical Services Manager have developed a reporting mechanism to evaluate the length of time it takes for physical items to arrive on the shelf after being selected for purchase. This will be used to see if there are ways to make the process more efficient.
- Expand Library's use as a culture creation space
 - Work with architect, Head of Maintenance and Head of Technology to create plans for Digital Media Lab to present to library board. (End of 3rd quarter)
 - I have been speaking with both our new IT Manager and other management about the potential staffing difficulties as well as community demand for a Digital Media Lab. I am working with the IT Manager to develop circulating digital media equipment that can either be checked out from the library and taken home or used in a more modest digital media studio space in the library.

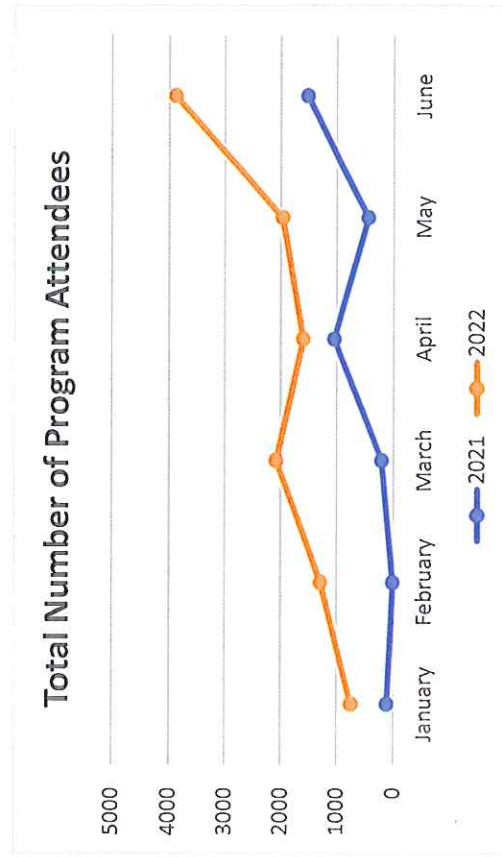
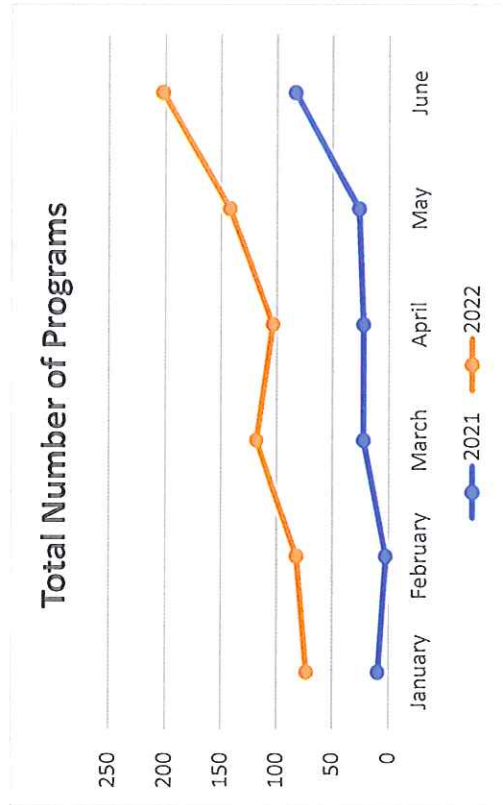
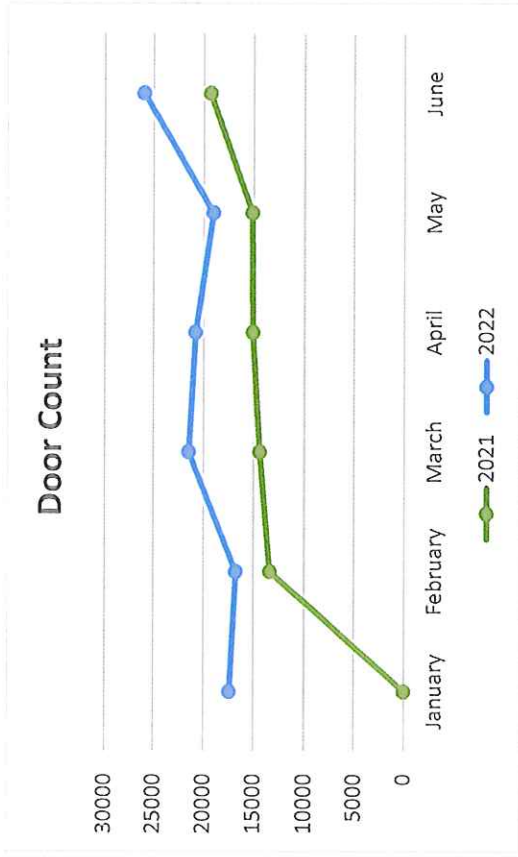
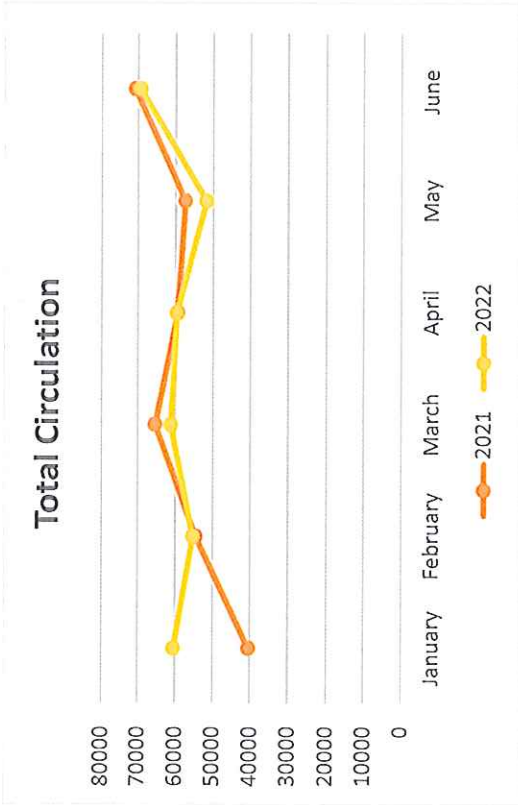
- Offer Tech Ready Spaces
 - Collaborate with Head of Technology and Programming Department to add new technologies to meeting spaces, including but not limited to monitors in at least one meeting space at each branch with which patrons can interface with and present on. (End of 2nd quarter)
 - The IT manager has purchased a new mobile Logitech Rally Plus videoconferencing system that can be used in multiple library meeting spaces. We have several Meeting Owls to circulate to multiple branches for online meetings. We have also developed a proposal for a permanent state of the art videoconferencing in our Main library's LL2 conference room.
- Provide Educational Programs Specific to Community Needs
 - Continue to collaborate with the Head of Programming and Public Relations staff on media literacy programming with Peoria Public Schools. The library will hold at least six media literacy events in 2022 as part of this effort. (1st-4th quarter)
 - The library has held 15 media literacy programs since the beginning of the program in Winter 2021. We have held more than six programs in 2022.
- Leverage Partnerships
 - Work with branch managers, Public Relations and Programming to add at least two additional new partnerships for the Peoria Public Library. (End of 4th quarter)
 - The library has developed six new partnerships since the beginning of 2022.
- New Technologies
 - Develop a circulating wi-fi hotspot policy. (End of 1st quarter)
 - The Deputy Director has gathered multiple wi-fi hotspot policies from multiple libraries, and I am evaluating them to develop a usable policy for Peoria Public Library.
 - Pilot new wi-fi hotspot policy at Lincoln, evaluate success and consider expansion based on results. (End of 4th quarter)

Peoria Public Library Monthly Statistics Summary June 2022

	<u>Current Month</u>	<u>Current FYTD</u>	<u>Last FYTD</u>
Circulation			
Main	18,786	42,824	27,196
Lakeview	9,110	47,454	44,866
Lincoln	1,036	4,351	4,299
McClure	1,738	8,231	10,577
North	21,915	93,347	97,098
Bookmobile	556	3,825	495
Outreach	1,293	8,617	4,981
Outgoing Intralibrary Loan	5,894	37,837	29,481
On-Line Renewals*		57,493	69,625
TOTAL CIRCULATION	60,328	303,979	288,618
Virtual			
E-Books	6,728	39,486	37,918
Music/Movie Downloads	2,387	14,674	21,704
TOTAL CIRCULATION	69,443	358,139	348,240
New Cards Issued	602	2,564	2,029
TOTAL CARDHOLDERS			
Other			
Computer Use	2,548	14,381	9,449
Door Count	26,028	121,659	77,397
Total # of Programs	203	523	635
Total # of Program Attendees	3,894	14,856	15,110

*beginning June 2022 on-line renewals are included in each branch's total circulation

June 2022



TREASURER'S REPORT FOR JUNE 2022
Friends of Peoria Public Library

CHECKING ACCOUNT BALANCE – END MAY 2022 **\$43,751.07**

RECEIPTS:

Donations/Memorials	\$ 247.72
Glass Case	60.50
Book Sales	2,032.36
Roberty's Retirement	25.00
Memberships	525.00
Will Haygood Author Presentation	970.61
Lincoln Branch Bicycle Giveaway	1,500.00
IL American Water sponsorship	650.00
Miles C. Hauter DVI grant	5,000.00
Meeting Room Donations	<u>50.00</u>
TOTAL	\$11,061.19

DISBURSEMENTS:

TIGHAR (Ric Gillespie)	\$1,000.00
Friends supplies	112.96
Peoria Public Library (Cynthia's bicycles)	<u>1,500.00</u>
TOTAL	\$2,612.96

CHECKING ACCOUNT BALANCE – END JUNE 2022 **\$52,199.30**

MORGAN STANLEY

Beginning Value 6/1/2022	\$114,697.70
Change in Value	-3,395.69
End Value 6/30/2022	\$111,302.01

TOTAL ALL ACCOUNTS **\$163,501.31**