

May Board of Library Trustees Meeting Agenda

May 19, 2026 5:30pm - 6:30pm CDT

I. Call to Order

5:30pm

II. Pledge of Allegiance

III. Roll Call

IV. Correspondence to the Board

 [Communication Junction Thank You.docx](#)

 [Tues Thank You.pdf](#)

V. Public Comment

VI. Consent Agenda

a. #2026-50 Request to Approve Minutes as listed below:

1. Minutes of the Finance Committee meeting of April 29, 2025

 [2025 April 29 Minutes Finance Committee.docx](#)

2. Minutes of the Finance Committee meeting of October 20, 2025

 [2025 October 20 Minutes Finance Committee.docx](#)

3. Minutes of the Strategic Planning Committee meeting of January 15, 2026

 [2026 January 15 Strategic Planning Committee Minutes.pdf](#)

4. Minutes of the Regular Board meeting of April 21, 2026

b. **#2026-51 Request to Approve the Expenditures as listed below:**

1. Payroll for the Period Ending April 25, 2026 in the amount of \$168,355.10
2. Payroll for the Period Ending May 9, 2026 in the amount of \$162,526.72
3. Regular Expenditures for May 2026 in the amount of \$156,292.05

 [Longsheet-1 - May.xlsx](#)

4. Capitol Development Fund Expenditures for May 2026 in the amount of \$5327.84

 [Longsheet-1 - May - Cap Dev.xlsx](#)

c. **#2026-52 Request of the Executive Director to Approve Personnel Actions for the period ending May 15, 2026**

 [Personnel Actions 05-2026.docx](#)

d. **#2026-53 Request of the Executive Director to Receive and File Finance Reports for the Month of April 2026**

 [4-30-26 Fin.xlsx](#)

e. **#2026-54 Request of the Executive Director to Receive and File Library Use Statistics for the Month of April 2026**

 [April Charts 2026.docx](#)

 [4-30-26 Stats.xlsx](#)

VII. **Other Action Items**

a. **#2026-55 Adopt Non-Resident Fee**

 [#2026-55 Non-Resident Card Fee for July 2026-June 2027.pdf](#)

b. **#2026-56 Adopt Revised Gifts and Donations Policy**

 [#2026-56 Adopt Revised Gifts and Donations Policy.pdf](#)

 [Gifts and Donations Policy.pdf](#)

 [Gifts and Donation Policy Draft 2026 v4.docx](#)

c. **#2026-57 Expenditure for Upgrade to Lincoln AV Equipment**


 [#2026-57 Expenditure to Update Lincoln AV Equipment.pdf](#)

 [0526 Lincoln AV project quote.pdf](#)

VIII. **Report of the Executive Director**

IX. **Staff Reports**

a. **Programming Report**

 [April 2026 Programming Report.pdf](#)

b. **Community Relations Report**

 [April 2026 Community Relations Report.pdf](#)

X. **Report of the Library Board Liaison to the Friends of the Peoria Public Library**

 [Friends of Peoria Public Library April 2026 finance report.docx](#)

XI. **Committee Reports**

a. **Building Committee**

b. **Executive Committee**

c. **Finance Committee**

1. **Report from the Meeting of April 29, 2026**

 [Quarter 1 Financial Report.pdf](#)

d. **Nominating/Appeals Committee**

e. **Personnel/Negotiations Committee**

f. **Strategic Planning Committee**

1. Report from the Meeting of May 12, 2026

 [PPL Activity Plan for May 2026 board meeting.docx](#)

 [2026 1st Quarter Director's Goals 2nd update.docx](#)

XII. Other Business

XIII. #2026-58: Executive Session

XIV. #2026-59 Return from Executive Session

XV. Agenda Building

XVI. #2026-60: Adjournment

END
6:30pm

Happy National Libram
Week!

We Love being a part
of the McClure Branch
Programs!

Enjoy!

The CJ Team



Michelle

JM

Sarah

L

Rose

Ann Marie

Larry

Karla,

Thank you so much for the opportunity to play at the Music in the McKenjis concert series. It's such a joy to play in that room (Ann Marie's Mom wants us to do all our gigs there) and the audience is always incredible. Also, please extend an extra thanks to Jamie for hauling in the extra chairs! She was a trooper!

Jures

MINUTES
FINANCE COMMITTEE MEETING
BOARD OF LIBRARY TRUSTEES
PEORIA PUBLIC LIBRARY
April 29, 2025

CALL TO ORDER

Committee Chair Ruth Bittner called the Finance Committee of the Board of Library Trustees to order at 5:30 p.m. This meeting was held in the LL2 conference Room at Main Library, 107 NE Monroe Street, Peoria, Illinois.

ROLL CALL

Committee Members Present: Ruth Bittner, Kevin Kinne, Steven Marx, Roberta Parks

Committee Members Absent: Lucy Gulley, Barbara Van Auken

Other Board Members Present: Margaret Cousin

Staff Present: Veronica De Fazio, Deputy Director; and Randall Yelverton, Executive Director

ORDER OF BUSINESS

A. Approve Minutes of the Meeting of September 5, 2023 and of the Meeting of November 6, 2024

A motion was made by Steven Marx, seconded by Ruth Bittner to approve the minutes of September 5, 2023 and November 6, 2024 as presented. Motion passed unanimously.

B. Quarterly Finance Update

Yelverton reviewed the finance report from the first quarter of 2025, explained each line of the budget and answered questions as they arose. Things to note at this point in the budget year – lines that show already being spent 90% or more are generally items that have one-time annual fees, and the expenditures exceed the revenue because the property taxes have not been disbursed yet.

It was agreed that Yelverton will provide an abbreviated version of this presentation at the next Board meeting.

EXECUTIVE SESSION

None

OTHER BUSINESS

None

ADJOURNMENT

The meeting was adjourned at 5:55 p.m.

Ruth Bittner, Chair
Finance Committee
Board of Library Trustees
Peoria Public Library

MINUTES
FINANCE COMMITTEE MEETING
BOARD OF LIBRARY TRUSTEES
PEORIA PUBLIC LIBRARY
October 20, 2025

CALL TO ORDER

Committee Chair Steven Marx called the Finance Committee of the Board of Library Trustees to order at 5:31 p.m. This meeting was held in the LL2 conference Room at Main Library, 107 NE Monroe Street, Peoria, Illinois.

ROLL CALL

Committee Members Present: Ruth Bittner (Ex-Officio), Kevin Kinne, Steven Marx

Committee Members Absent: Roberta Parks, Jacob Roberts

Other Board Members Present: Margaret Cousin

Staff Present: Veronica De Fazio, Deputy Director; and Randall Yelverton, Executive Director

ORDER OF BUSINESS

A. Approve Minutes of the Meeting of April 29, 2025

The minutes could not be approved due to a lack of quorum.

B. Quarterly Finance Update

Yelverton reviewed the finance report from the third quarter of 2025, explained each line of the budget, and answered questions.

C. Discuss Draft of 2026 Budget

Yelverton presented a draft of the 2026 budget with a line-by-line review. He emphasized that the budget will need to be amended once contract negotiations are completed and the salary budget line for 2026 is finalized.

D. Discuss Funding for Newspaper Digitization

The project through Newsbank will cost \$350,000 over five years. The Friends of the Peoria Public Library are assisting in funding this project. Yelverton would like to begin the project with a \$33,000 payment from the Library's 2025 materials budget. Access to the full digital version of the Peoria Journal Star will be available upon the first payment.

EXECUTIVE SESSION

None

OTHER BUSINESS

None

ADJOURNMENT

The meeting was adjourned at 6:02 p.m.

Steven Marx, Chair
Finance Committee
Board of Library Trustees
Peoria Public Library

MINUTES

Strategic Planning Committee, Board of Library Trustees

January 15, 2026

1. Call to Order

The meeting of the Strategic Planning Committee of the Board of Library Trustees was called to order at 5:30 pm by Chair Steven Marx in the LL2 Conference Room of the Main Library, 107 NE Monroe St., Peoria, IL

2. Roll Call

Members Present: Ruth Bittner, Cecilia Buckner, Steven Marx, Roberta Parks

Members Absent: Jacob Roberts

Other Board Members Present: Margaret Cousin

Staff Members Present: Veronica De Fazio, Deputy Director; Jennifer Jacobsen, Technical Services Manager; Randall Yelverton, Executive Director

3. Approve Minutes of November 12, 2025 Strategic Planning Committee Meeting

A motion was made by Roberta Parks, seconded by Cecilia Buckner to approve the minutes of the Strategic Planning Committee meeting of November 12, 2025. Motion passed unanimously.

4. Order of Business

a. Strategic Plan Update

Yelverton provided information regarding the Management Team's implementation meetings. The group is meeting twice a month. Managers are to review the first quarter activities agreed to by the Management Team with their staff members and solicit additional suggestions that are specifically geared toward their locations. The next step is to attach ways to measure the success of the activities.

Trustee Parks asked if the activities would be tied to specific people/departments. Yelverton responded that he is looking into using Loop, a project management feature in Office 365 to assign tasks and track the progress on each activity. Activities for the first year of the Strategic Plan should be finalized by the end of March.

b. First Quarter Implementation Goals

Yelverton presented the First Quarter Strategic Plan Implementation Goals to the committee. Trustee Parks inquired why there is so much overlap between the First Quarter Goals of the Strategic Plan and the Director's Goals. Yelverton responded that there would not be so much commonality going forward.

c. Director's First Quarter Goals

The goals for the first quarter were reviewed by Yelverton. The Trustees agreed that it was important to demonstrate to the staff that there can be early successes in the implementation of the Strategic Plan. The Trustees also commented that they liked the updates to the goals as well as the fact that the hours of operation are being looked at.

5. Other Business

None

6. Adjournment

A motion was made by Cecilia Buckner, seconded by Roberta Parks to adjourn the meeting. The meeting was adjourned at 5:50 pm.

Steven Marx, Chair
Strategic Planning Committee, Board of Library Trustees
Peoria Public Library



April Board of Library Trustees Meeting

Tue Apr 21, 2026 5:30 PM - 6:30 PM CDT

I. Call to Order

Board President Ruth Bittner called the meeting of the Board of Library Trustees of Peoria Public Library to order at 5:00 pm. This regular meeting was held in the Lower Level 2 Conference Room at the Main Library, 107 NE Monroe St., Peoria, Illinois.

II. Pledge of Allegiance

The President led the Pledge of Allegiance

III. Roll Call

Board Members Present: Ruth Bittner, Cecelia Buckner, Wayne Cannon, Margaret Cousin, Kevin Kinne, Steven Marx, Roberta Parks, and Barbara Van Auken

Board Members Absent: Scot Driscoll

Library Staff Present: Ginger Adams, Reference Assistant; Riley Aldridge, Librarian; Emily Byron, Circulation Manager; Veronica De Fazio, Deputy Director; Beth Dutton, Outreach Manager; Pat England, Library Assistant; Rose Farrell, Librarian; Elise Hearn, Programming Manager; Sue Kaufman, Librarian; Kathryn McBride, McClure Branch Manager; Beverly McClaskey, Library Assistant; Jenny Sevier, Reference Manager; Lisa Swigart, Library Assistant; Karla Wilkinson, Librarian

Others Present: Kris Adams, Matt Hayes (AFSCME), Mike McGraw

IV. Correspondence to the Board

Roberta Parks commented on how successful the Scripps Spelling Bee was in response to the two thank you notes.

President Bittner welcomed new Library Board Trustee Wayne Cannon. Trustee Cannon introduced himself to the Board.

V. Public Comment

Per the Meeting Agenda, President Ruth Bittner called for Public Comment from those in the audience wishing to speak to the Board. President Bittner called the individual speakers forward in the order in which they submitted public comment cards prior to the start of the meeting.

Staff/AFSCME 3464 member Ginger Adams spoke from personal experience during the incident at the McClure Branch on Tuesday, April 7. She spoke about the violence and the need for security at McClure.

Staff/AFSCME 3464 member Riley Aldridge spoke about the need for the hours of operation of

Staff/AFSCME 3464 member Karla Wilkinson spoke as the representative of AFSCME regarding the job description revision project as well as the need for the hours of operation of the Library to be reviewed.

VI. Consent Agenda

- a. #2026-41 Request to Approve Minutes as listed below:
 - 1. Minutes of the Regular Board meeting of March 24, 2026
- b. #2026-42 Request to Approve the Expenditures as listed below:
 - 1. Payroll for the Period Ending March 14, 2026 in the amount of \$158,048.53
 - 2. Payroll for the Period Ending March 28, 2026 in the amount of \$158,372.29
 - 3. Payroll for the Period Ending April 11, 2026 in the amount of \$160,699.70
 - 4. Regular Expenditures for March 2026 in the amount of \$743,615.35
 - 5. Capital Development Fund Expenditures for March 2026 in the amount of \$63,101.49
- c. #2026-43 Request of the Executive Director to Approve Personnel Actions for the period ending April 17, 2026
- d. #2026-44 Request of the Executive Director to Receive and File Finance Reports for the Month of March 2026
- e. #2026-45 Request of the Executive Director to Receive and File Library Use Statistics for the Month of March 2026

A motion was made by Barbara Van Auken, seconded by Steven Marx to approve Consent Agenda items #2026-41 through #2026-45. Motion passed unanimously.

VII. Other Action Items

- a. #2026-46: Adopt Revised Gifts and Donations Policy
Roberta Parks suggested revisions to the policy that would focus mention of acknowledgements all in one section.

A motion was made by Barbara Van Auken, seconded by Kevin Kinne to defer the approval of the Revised Gifts and Donations Policy to May. Motion passed unanimously.

VIII. Report of the Executive Director

Yelverton reported on the screening of the movie *The Librarians* that he hosted at the Peoria Riverfront Museum as part of the National Library Week activities as well as the completion of the Illinois State Library/Secretary of State grant application relating to security enhancements. He updated the Board on the plans for the May 4th all staff meeting, the success of the Spelling Bee, and the North Branch book drop project.

Yelverton also noted partnerships with WTVP, the Riverfront Museum, and the Regional Office of Education. In addition he shared that the Library had hosted a Chamber Ambassadors meeting, created a new 16-page summer reading brochure, and supplied items for the City's new time capsule.

IX. Staff Reports

a. Programming Report

Programming Manager Elise Hearn highlighted a few of the programs from her report.

b. Community Relations Report

Deputy Director Veronica De Fazio highlighted a few of the partnership activities from the past month as well as the fact that Cynthia Smith, Lincoln Branch Manager, was recognized as a Delta Sigma Theta Sorority, Incorporated Peoria Alumnae Chapter Sisterhood & Legends Community Award Honoree.

c. Deputy Director Report from Public Library Association Conference

De Fazio reported on her time at the Public Library Association Conference (April 1-3) in Minneapolis, MN.

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

Friends of the Library President Margaret Cousin reported that work is in progress on the 2026 membership letter and that she will continue to send out donor packets with the goal of further supporting the Library's digitization project.

XI. Committee Reports

a. Building Committee

None

b. Executive Committee

None

c. Finance Committee

The next meeting is Wednesday, April 29 at 5:30 pm

d. Nominating/Appeals Committee

None

e. Personnel/Negotiations Committee

None

f. Strategic Planning Committee

Yelverton will reach out to schedule a meeting.

XII. Other Business

Parks inquired if the Library will be rolling Libby and hoopla into Palace Project. Yelverton will look into this.

Van Auken asked if the Library has an EAP and if it was provided to the McClure staff. Yelverton and De Fazio responded that the EAP information was given to the staff

immediately following the incident and that the Library worked with the EAP to have a crisis intervention provider available onsite for the staff.

XIII. #2026-47: Executive Session

None

XIV. #2026-48 Return from Executive Session

XV. Agenda Building

None

XVI. #2026-49: Adjournment

A motion was made by Steven Marx, seconded by Margaret Cousin to adjourn the meeting at 6:14 pm. Motion passed.

REPORT OF COMMITTEE

May 19, 2026

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:

\$ 156,292.05

Approved for Payment _____.

Approved for Payment _____.

<u>NAME OF VENDOR</u>	<u>ACTIVITY</u>	<u>AMOUNT</u>
Amazon Capital Services, Inc.	Books/Programming/Supplies/Automation	\$ 6,208.66
Center Point Large Print	Books	\$ 428.49
Children's Plus dba Libraria	Books	\$ 2,111.26
Cengage Learning/Gale	Books/Non-Print	\$ 3,638.40
Ingram Library Services	Books	\$ 13,713.07
Thomson Reuters - West Payment Center	Books	\$ 96.47
IHLS-OCLC	Non-Print	\$ 866.76
Kanopy, Inc.	Non-Print	\$ 625.00
Library Ideas LLC	Non-Print	\$ 349.75
Midwest Tape	Non-Print	\$ 4,598.01
OverDrive, Inc.	Non-Print	\$ 3,586.70
Ancel Glink	Professional Services	\$ 65.00
HR Source	Professional Services	\$ 1,655.00
Chase CardMember Services	Programming/Travel,Educ./Automation	\$ 4,473.64
Class Act	Programming	\$ 2,200.00
Dan Laib Studios, Inc.	Programming	\$ 780.00

Detrail Davis	Programming	\$ 600.00
Dexter O'Neal	Programming	\$ 1,700.00
Farmersburg Theater	Programming	\$ 590.00
Forest Park Nature Center	Programming	\$ 235.00
Fun Express, LLC	Programming	\$ 210.16
Fun on the Run, Inc.	Programming	\$ 335.00
Janet Glavin dba Goodnight Gracie	Programming	\$ 695.00
David Lohnes - Whiz Bang Science Shows	Programming	\$ 625.00
Lindsay McDermott - Cold-Blooded Readhead	Programming	\$ 375.00
Tina M. Raffaele-Lamitie dba Christina Henry	Programming	\$ 800.00
Marwin Spiller	Programming	\$ 550.00
Swank Movie Licensing USA	Programming	\$ 1,749.00
TreviPay (Walmart Business)	Programming	\$ 354.49
Wild Ones Natural Landscapers, Ltd.	Programming	\$ 50.00
IWEEK (Gray Media)	Publicity	\$ 500.00
P & P Press, Inc.	Publicity	\$ 12,500.00
Nexstar Media (WMDB/WYZZ)	Publicity	\$ 1,477.00
WWCT-FM	Publicity	\$ 250.00
Ameren Illinois	Gas & Electricity	\$ 14,080.12
AT&T	Telephones	\$ 4,317.03
Infobip, Inc. (formerly Peerless Network)	Telephones	\$ 1,459.07
Verizon	Telephones/Automation	\$ 176.37
City of Peoria - Stormwater	Water & Sewage	\$ 2,530.50
Greater Peoria Sanitary District	Water & Sewage	\$ 394.81
Illinois American Water	Water & Sewage	\$ 1,672.43
Watts Copy Systems, Inc.	Equip. Serv. Cont.	\$ 220.35

Securitas Security Services USA, Inc.	Building Services	\$ 9,887.63
Thermal Services, Inc.	Building Services	\$ 720.00
Vonachen Group	Building Services	\$ 12,093.70
Johnson Controls Security Solutions	Building Maint. & Rprs./Services	\$ 2,375.27
KONE	Building Maint. & Rprs./Services	\$ 3,586.03
Laser Electric Inc.	Building Maint. & Rprs.	\$ 7,440.50
C. L. O'Brien & Co. Inc.	Building Maint. & Rprs.	\$ 3,397.16
Peoria Lock & Safe, Inc.	Building Maint. & Rprs./Supplies	\$ 176.25
Thompson Electronics Company dba Scutum	Building Maint. & Rprs.	\$ 687.78
Grainger	Building Supplies	\$ 3,430.19
HD Supply	Building Supplies	\$ 132.75
Menards	Building Supplies	\$ 519.59
Nena Hardware	Building Supplies	\$ 169.30
Uline	Building Supplies/Furniture & Fixtures	\$ 1,974.43
Beth Dutton	Travel, Educ. & Mtgs.	\$ 74.59
Elise Hearn	Travel, Educ. & Mtgs.	\$ 70.91
Tiana Helms	Travel, Educ. & Mtgs.	\$ 6.82
Jamie Jones	Travel, Educ. & Mtgs./Programming	\$ 98.39
Randall Yelverton	Travel, Educ. & Mtgs.	\$ 45.37
PTC Select	Library Supplies	\$ 3,775.00
Televend Services, Inc.	Library Supplies	\$ 478.85
Demco	Technical Supplies	\$ 6,806.96
American Library Association	Miscellaneous	\$ 498.00
Background Screening Consultants, LLC	Miscellaneous	\$ 101.00
CIWIRC dba IWIRC	Miscellaneous	\$ 149.00
Illinois Library Association	Miscellaneous	\$ 550.00

Integrated Payments Consulting LLC	Miscellaneous	\$	40.00
Joan's Trophy	Miscellaneous	\$	21.20
Peoria Area Chamber of Commerce	Miscellaneous	\$	500.00
B & H Photo	Automation	\$	68.99
Globe Microsystems, Inc.	Automation	\$	849.00
Heart Technologies, Inc.	Automation	\$	1,134.00
Illinois Department of Innovation & Technology	Automation	\$	25.00
Kaseya US LLC (dba IT Glue)	Automation	\$	471.50
Uftring Ford	Vehicles	\$	78.75
PPL Petty Cash Checking Account	Reimburse to Petty Cash Checking	\$	15.60
			\$ 156,292.05
	Books & Related Materials	\$	36,222.57
	Finance Bills	\$	120,069.48
	SUB-TOTAL	\$	156,292.05
	Calpine Energy Solutions	\$	-
	TOTAL	\$	156,292.05

REPORT OF COMMITTEE

CAPITAL DEVELOPMENT FUND

May 19, 2026

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:

\$ 5,327.84

Approved for Payment _____.

Approved for Payment _____.

<u>NAME OF VENDOR</u>	<u>ACTIVITY</u>	<u>AMOUNT</u>
Draperies & Interiors By Design, Inc.	Capital Development Fund	\$ 4,035.00
United Rentals	Capital Development Fund	\$ 1,292.84
TOTAL		\$ 5,327.84

PEORIA PUBLIC LIBRARY

MEMORANDUM

TO: BOARD OF LIBRARY TRUSTEES

FROM: RANDALL YELVERTON, EXECUTIVE DIRECTOR

DATE: May 19, 2026

SUBJECT: LIBRARY BOARD MEMORANDUM #2026-52
PERSONNEL ACTIONS FOR PERIOD ENDING May 15, 2026

APPOINTMENTS

Zach Watkins, Full-time Maintenance I, Main Library.....04/20/2026

Izzy Foltz, Full-time Reference Assistant, Lakeview Branch.....04/26/2026

PROMOTIONS & TRANSFERS

None.

RETIREMENTS

Debbie Pressnell, Full-time Reference Assistant, Lakeview Branch.....04/24/2026

RESIGNATIONS

Mary Anderson, Manager of Lakeview Branch.....05/01/2026

DISMISSALS

None.

All appointments or promotions were as of the effective dates shown following each entry and at the entering wage for the position filled under the Official Classification and Wage Table now in effect by Board action and as shown on Appendix A. Approval of these personnel actions as outlined above and as already taken is now recommended. See Minutes of May 19, 2026.

**PEORIA PUBLIC LIBRARY FINANCIAL REPORT
APRIL 30, 2026**

STATEMENT OF REVENUES and EXPENDITURES

Apr = 33.3%

	(1) 2026 <u>BUDGET</u>	(2) <u>YTD '26</u>	(3) <u>YTD '25</u>	(4) YTD <u>% Increase/ Decrease</u>	(5) (5 = 2/1) <u>% of Budget Line Items</u>
REVENUES					
Property Taxes	\$ 8,519,711	\$ -	\$ -	0.0%	0.0%
Personal Property Replacement Tax	\$ 482,250	\$ -	\$ -	0.0%	0.0%
Service Charges/Fines/Fees	\$ 30,000	\$ 48,708	\$ 44,357	9.8%	162.4%
Per Capita Grant	\$ 167,000	\$ -	\$ -	0.0%	0.0%
Grants	\$ 30,000	\$ -	\$ 3,671	0.0%	0.0%
Interest	<u>\$ 80,000</u>	<u>\$ 58,301</u>	<u>\$ 67,696</u>	<u>-13.9%</u>	<u>72.9%</u>
Current Revenue	\$ 9,308,961	\$ 107,008	\$ 115,725	-7.5%	1.1%
Borrowed from Working Cash Fund		\$ 1,000,279	\$ 1,000,279	0.0%	
Gift & Mem./Restricted Fund Bal. Fwd.		<u>\$ 44,506</u>	<u>\$ 41,047</u>	<u>8.4%</u>	
TOTAL REVENUES	\$ 9,308,961	\$ 1,151,794	\$ 1,157,051	-0.5%	12.4%

	2026 <u>BUDGET</u>	<u>YTD '26</u>	<u>YTD '25</u>	YTD <u>% Increase/ Decrease</u>	<u>% of Budget Line Items</u>
EXPENDITURES					
Management Salaries	\$ 1,565,289	\$ 403,269	\$ 377,447	6.8%	25.8%
Non-Management Salaries	\$ 2,906,965	\$ 880,338	\$ 789,672	11.5%	30.3%
IMRF/FICA/Medicare	\$ 626,116	\$ 140,979	\$ 122,634	15.0%	22.5%
Medical Insurance (Medical Premiums)	\$ 843,112	\$ 239,975	\$ 154,194	55.6%	28.5%
GASB 45 Liability	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>	<u>0.0%</u>
TOTAL PERSONNEL SERVICES	\$ 5,941,482	\$ 1,664,562	\$ 1,443,947	15.3%	28.0%

Books / eBooks	\$ 556,829	\$ 130,577	\$ 121,273	7.7%	23.5%
Periodicals	\$ 20,000	\$ 2,348	\$ 1,137	106.6%	11.7%
Non-Print	\$ 550,000	\$ 195,955	\$ 148,226	32.2%	35.6%
Professional Services	\$ 20,000	\$ 1,390	\$ 861	61.4%	6.9%
Audits & Appraisals	\$ 9,200	\$ 1,420	\$ 1,325	7.2%	15.4%
Publicity	\$ 90,000	\$ 30,692	\$ 16,572	85.2%	34.1%
Programming	\$ 200,000	\$ 55,970	\$ 37,966	47.4%	28.0%
Technical Services	\$ 45,000	\$ -	\$ -	0.0%	0.0%
Binding	\$ -	\$ -	\$ -	0.0%	0.0%
Digitizing	\$ 4,000	\$ -	\$ -	0.0%	0.0%
Automation Service Contract	\$ 102,000	\$ 44,746	\$ 44,303	1.0%	43.9%
Building Insurance	\$ 162,450	\$ 169,763	\$ 149,145	13.8%	104.5%
Unemployment Insurance	\$ 11,000	\$ 6,651	\$ 6,040	10.1%	60.5%
Electricity	\$ 230,000	\$ 25,714	\$ 47,768	-46.2%	11.2%
Gas	\$ 65,000	\$ 26,444	\$ 22,885	15.6%	40.7%
Water & Sewage	\$ 35,000	\$ 7,199	\$ 5,723	25.8%	20.6%
Telephones	\$ 70,000	\$ 27,360	\$ 18,205	50.3%	39.1%
Equipment Service Contracts	\$ 115,000	\$ 64,127	\$ 73,604	-12.9%	55.8%
Equipment Repairs	\$ 1,000	\$ -	\$ -	0.0%	0.0%
Building Services	\$ 310,000	\$ 94,034	\$ 87,225	7.8%	30.3%
Building Maintenance & Repairs	\$ 70,000	\$ 23,408	\$ 17,142	36.6%	33.4%
Building Supplies	\$ 70,000	\$ 13,234	\$ 6,108	116.7%	18.9%
Postage	\$ 12,000	\$ 4,229	\$ 4,252	0.0%	35.2%
Travel, Education & Meetings	<u>\$ 70,000</u>	<u>\$ 10,418</u>	<u>\$ 4,095</u>	<u>0.0%</u>	<u>14.9%</u>
TOTAL CONTRACTUAL SERVICES	\$ 2,818,479	\$ 935,679	\$ 813,855	15.0%	33.2%

Library Supplies	\$ 66,000	\$ 20,116	\$ 12,057	66.8%	30.5%
Technical Supplies	\$ 33,000	\$ 3,141	\$ 2,990	5.0%	9.5%
Miscellaneous	\$ 25,000	\$ 2,644	\$ 18,442	-85.7%	10.6%
Furniture & Fixtures	\$ 10,000	\$ 3,332	\$ -	0.0%	33.3%
Automation	\$ 200,000	\$ 43,774	\$ 16,396	167.0%	21.9%
Vehicles	\$ 15,000	\$ 6,178	\$ 2,363	161.4%	41.2%
City Administrative Fees	<u>\$ 200,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>0.0%</u>	<u>25.0%</u>
TOTAL SUPPLIES & MATERIALS	\$ 549,000	\$ 129,185	\$ 102,247	26.3%	23.5%

TOTAL EXPENDITURES	\$ 9,308,961	\$ 2,729,425	\$ 2,360,049	15.7%	29.3%
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Excess/Deficiency of Revenues over Expenditures	<u>YTD '26</u>	<u>YTD '25</u>	
	\$ (1,577,631)	\$ (1,202,998)	

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

APRIL 30, 2026

Excess/Deficiency of Revenues over Expenditures	<u>YTD '26</u>	<u>YTD '25</u>
	\$ (1,577,631)	\$ (1,202,998)
Working Cash Fund	\$ -	\$ -
Currently Borrowing from City of Peoria	\$ 1,000,279	\$ 1,000,279
Capital Development Fund	\$ 3,177,771	\$ 3,031,455
Earned Vacation Pay	\$ 19,226	\$ 19,226
Obligated Funds	\$ 584,467	\$ 495,676
CASH IN BANK	\$ 3,204,112	\$ 3,343,638

	<u>YTD '26</u>	<u>YTD '25</u>
<u>CAPITAL DEVELOPMENT FUND</u>		
Capital Development Fund Balance	\$ 3,177,771	\$ 3,031,455
 <u>GRANTS</u>		
Ending Fund Balance	\$ 26,373	\$ 15,553
 <u>GIFT & MEMORIAL/ENDOWMENT FUND</u>		
Ending Fund Balance	\$ 837,734	\$ 803,930

**PEORIA PUBLIC LIBRARY FINANCIAL REPORT,
APRIL 30, 2026**

	<u>APR. '26</u>	<u>YTD. '26</u>	<u>APR. '25</u>	<u>YTD. '25</u>
Library Fines	\$ 284.10	\$ 2,404.73	\$ 230.80	\$ 2,063.34
Lost & Paid Materials	\$ 605.71	\$ 2,004.53	\$ 502.30	\$ 2,184.24
Miscellaneous	\$ 630.12	\$ 2,715.35	\$ 513.34	\$ 3,441.04
Computer Fees	\$ 1,183.60	\$ 4,293.80	\$ 609.35	\$ 3,374.65
Copiers	\$ 602.20	\$ 2,203.40	\$ 263.15	\$ 1,605.60
Contract Services	\$ -	\$ 35.00	\$ -	\$ -
Reimbursements Received	\$ 32,712.91	\$ 35,050.91	\$ -	\$ 31,688.38
Grants	\$ -	\$ -	\$ -	\$ 3,671.35
Per Capita Grant	\$ -	\$ -	\$ -	\$ -
Tax Distributions	\$ -	\$ -	\$ -	\$ -
Personal Property Replacement Tax	\$ -	\$ -	\$ -	\$ -
Interest Income	\$ 4,980.97	\$ 58,300.64	\$ 6,638.73	\$ 67,696.33
SUB-TOTAL REVENUES	\$ 40,999.61	\$ 107,008.36	\$ 8,757.67	\$ 115,724.93
Capital Development Fund	\$ 63,101.49	\$ 107,364.12	\$ 687.50	\$ 27,164.50
Gift & Memorial Income	\$ 2,289.73	\$ 3,014.57	\$ 69.89	\$ 16,272.54
2024 Restricted Fund Balance	\$ -	\$ 41,491.76	\$ -	\$ 24,774.04
Working Cash Fund	\$ -	\$ 1,000,279.38	\$ -	\$ 1,000,279.38
TOTAL REVENUES	\$ 106,390.83	\$ 1,259,158.19	\$ 9,515.06	\$ 1,184,215.39
Library Expenditures	\$ 1,062,592.29	\$ 2,729,425.01	\$ 837,835.79	\$ 2,360,049.11
Capital Development Fund	\$ 63,101.49	\$ 107,364.12	\$ 687.50	\$ 27,164.50
Grant Expenditures	\$ 6,067.84	\$ 15,118.95	\$ 4,681.66	\$ 14,292.28
Gift & Memorial Expenditures	\$ 2,289.73	\$ 3,014.57	\$ 69.89	\$ 16,272.54
Less Restricted Income	\$ -	\$ 41,491.76	\$ -	\$ 24,774.04
Reimb. To Working Cash Fund	\$ -	\$ -	\$ -	\$ -
BALANCE AVAILABLE	\$ (1,027,660.52)	\$ (1,637,256.22)	\$ (833,759.78)	\$ (1,258,337.08)

TAX DISTRIBUTIONS

<u>MONTH</u>	<u>2026</u>		<u>2025</u>	
	<u>AMOUNT</u>	<u>BALANCE</u>	<u>AMOUNT</u>	<u>BALANCE</u>
January	\$ -	\$ -	\$ -	\$ -
February	\$ -	\$ -	\$ -	\$ -
March	\$ -	\$ -	\$ -	\$ -
April	\$ -	\$ -	\$ -	\$ -
May		\$ -		\$ -
June		\$ -		\$ -
July		\$ -		\$ -
August		\$ -		\$ -
September		\$ -		\$ -
October		\$ -		\$ -
November		\$ -		\$ -
December		\$ -		\$ -
Earned Vacation Pay	\$ 19,226.10		Working Cash Fund	\$ -
Restricted Grant Income	\$ 26,372.81			

GIFT & MEMORIALS

ENDOWMENTS

Capital Development Fund Balance	\$ 3,117,770.99	Beginning Balance	\$ 838,277.67
		Income	\$ 1,745.89
		Expenditures	\$ 2,289.73
		Ending Balance	\$ 837,733.83

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, APRIL 30, 2026

<u>RESTRICTED FUNDS - GRANTS</u>		GRANT		<u>CUMULATIVE</u>	<u>BALANCE</u>
<u>2024-2025</u>		<u>AMOUNTS</u>	<u>APRIL</u>		
L2401	Fine Arts Society of Peoria	\$ 1,908.01	\$ -	\$ 1,756.59	\$ 151.42
L2403	USAC (E-Rate)	\$ 28,418.26	\$ -	\$ 28,418.26	\$ -
L2404	Project Next Generation	\$ 12,500.00	\$ 775.00	\$ 7,853.63	\$ 4,646.37
L2502	USAC (E-Rate)	\$ 34,927.02	\$ 5,292.84	\$ 13,352.00	\$ 21,575.02
TOTAL RESTRICTED FUNDS		\$ 77,753.29	\$ 6,067.84	\$ 51,380.48	\$ 26,372.81

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, APRIL 30, 2026

2026

2025

	<u>BUDGET</u>	<u>APRIL</u>	<u>CUMULATIVE</u>	<u>BALANCE</u>		<u>BUDGET</u>	<u>SPENT</u>
Salaries	\$ 4,472,254	\$ 318,471.99	\$ 1,283,607.06	\$ 3,188,646.94		\$ 4,237,868	\$ 1,167,119.70
IMRF/FICA/Medicare	\$ 626,116	\$ 140,979.03	\$ 140,979.03	\$ 485,136.97		\$ 609,491	\$ 122,633.73
Med. Insur. (Premiums)	\$ 843,112	\$ 239,052.04	\$ 239,975.44	\$ 603,136.56		\$ 827,070	\$ 154,193.58
GASB 45 Liability	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Books / eBooks	\$ 556,829	\$ 62,028.20	\$ 130,576.74	\$ 426,252.26		\$ 615,203	\$ 121,272.96
Periodicals	\$ 20,000	\$ -	\$ 2,348.34	\$ 17,651.66		\$ 25,000	\$ 1,136.86
Non-Print	\$ 550,000	\$ 66,651.86	\$ 195,954.67	\$ 354,045.33		\$ 480,000	\$ 148,226.27
Professional Services	\$ 20,000	\$ 658.26	\$ 1,389.66	\$ 18,610.34		\$ 50,000	\$ 861.25
Audits & Appraisals	\$ 9,200	\$ -	\$ 1,420.00	\$ 7,780.00		\$ 9,200	\$ 1,325.00
Publicity	\$ 90,000	\$ 10,652.88	\$ 30,691.86	\$ 59,308.14		\$ 55,000	\$ 16,571.59
Programming	\$ 200,000	\$ 16,139.66	\$ 55,969.80	\$ 144,030.20		\$ 150,000	\$ 37,966.34
Technical Services	\$ 45,000	\$ -	\$ -	\$ 45,000.00		\$ 45,000	\$ -
Binding	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Digitizing	\$ 4,000	\$ -	\$ -	\$ 4,000.00		\$ 3,700	\$ -
Automation Serv. Cont.	\$ 102,000	\$ -	\$ 44,745.52	\$ 57,254.48		\$ 100,000	\$ 44,302.50
Building Insurance	\$ 162,450	\$ -	\$ 169,763.35	\$ (7,313.35)		\$ 157,718	\$ 149,145.11
Unemployment Insur.	\$ 11,000	\$ 6,650.75	\$ 6,650.75	\$ 4,349.25		\$ 11,000	\$ 6,039.76
Electricity	\$ 230,000	\$ 7,922.00	\$ 25,714.17	\$ 204,285.83		\$ 214,000	\$ 47,767.50
Gas	\$ 65,000	\$ 6,158.12	\$ 26,444.29	\$ 38,555.71		\$ 72,000	\$ 22,885.24
Water & Sewage	\$ 35,000	\$ 2,517.93	\$ 7,199.48	\$ 27,800.52		\$ 30,000	\$ 5,722.94
Telephones	\$ 70,000	\$ 6,800.94	\$ 27,359.75	\$ 42,640.25		\$ 85,000	\$ 18,205.46
Equipment Serv. Cont.	\$ 115,000	\$ 63,697.09	\$ 64,126.93	\$ 50,873.07		\$ 110,000	\$ 73,603.98
Equipment Repairs	\$ 1,000	\$ -	\$ -	\$ 1,000.00		\$ 1,000	\$ -
Building Services	\$ 310,000	\$ 23,819.62	\$ 94,033.88	\$ 215,966.12		\$ 290,000	\$ 87,224.92
Bldg. Maint. & Rprs.	\$ 70,000	\$ 8,211.26	\$ 23,408.00	\$ 46,592.00		\$ 50,000	\$ 17,141.99
Building Supplies	\$ 70,000	\$ 5,937.01	\$ 13,234.49	\$ 56,765.51		\$ 50,000	\$ 6,108.38
Postage	\$ 12,000	\$ 46.09	\$ 4,228.73	\$ 7,771.27		\$ 15,000	\$ 4,252.25
Travel, Educ. & Mtgs	\$ 70,000	\$ 4,810.35	\$ 10,418.41	\$ 59,581.59		\$ 60,000	\$ 4,094.58
Library Supplies	\$ 66,000	\$ 7,615.82	\$ 20,116.16	\$ 45,883.84		\$ 42,000	\$ 12,056.58
Technical Supplies	\$ 33,000	\$ -	\$ 3,140.73	\$ 29,859.27		\$ 33,000	\$ 2,990.05
Miscellaneous	\$ 25,000	\$ 1,277.88	\$ 2,643.90	\$ 22,356.10		\$ 20,000	\$ 18,441.75
Furniture & Fixtures	\$ 10,000	\$ 710.86	\$ 3,331.95	\$ 6,668.05		\$ 10,000	\$ -
Automation	\$ 200,000	\$ 8,257.88	\$ 43,774.31	\$ 156,225.69		\$ 111,000	\$ 16,395.50
Vehicles	\$ 15,000	\$ 3,524.77	\$ 6,177.61	\$ 8,822.39		\$ 15,000	\$ 2,363.34
City Administrative Fees	<u>\$ 200,000</u>	<u>\$ 50,000.00</u>	<u>\$ 50,000.00</u>	<u>\$ 150,000.00</u>		<u>\$ 200,000</u>	<u>\$ 50,000.00</u>
TOTAL	\$ 9,308,961	\$ 1,062,592.29	\$ 2,729,425.01	\$ 6,579,535.99		\$ 8,784,250	\$ 2,360,049.11
Grants (Included in Regular Budget Totals)		\$ 6,067.84	\$ 15,118.95				\$ 14,292.28
Gift & Memorial (Included in Reg. Budget)		\$ 2,289.73	\$ 3,014.57				\$ 16,272.54
Capital Development Fund		\$ 63,101.49	\$ 107,364.12				\$ 27,164.50

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, APRIL 30, 2026

<u>BREAKDOWN BY BRANCH</u>	<u>BUDGET</u>	<u>2026</u>	<u>APRIL</u>	<u>CUMULATIVE</u>	<u>BALANCE</u>	<u>BUDGET</u>	<u>2025</u>	<u>SPENT</u>				
Salaries												
Main		\$	192,287.03	\$	785,462.10			\$ 678,463.85				
Lakeview		\$	33,172.12	\$	134,182.18			\$ 134,878.79				
Lincoln		\$	25,224.00	\$	96,107.26			\$ 90,747.46				
McClure		\$	16,594.70	\$	64,578.46			\$ 61,551.19				
North		\$	35,417.95	\$	142,724.87			\$ 134,391.05				
Outreach		\$	15,776.19	\$	60,552.19			\$ 67,087.36				
Total Salaries	\$	4,472,254	\$	318,471.99	\$	1,283,607.06	\$	3,188,646.94	\$	4,237,868	\$	1,167,119.70
Books / eBooks												
Popular Non-Fiction		\$	12,036.32	\$	30,308.88			\$ 33,647.50				
Fiction		\$	49,991.88	\$	100,267.86			\$ 87,625.46				
Paperbacks		\$	-	\$	-			\$ -				
Standing Orders		\$	-	\$	-			\$ -				
Youth Services		\$	-	\$	-			\$ -				
Total Books	\$	556,829	\$	62,028.20	\$	130,576.74	\$	426,252.26	\$	615,203	\$	121,272.96
Electricity												
Main		\$	1,431.95	\$	6,105.17			\$ 24,241.13				
Lakeview		\$	873.90	\$	2,918.26			\$ 4,065.95				
Lincoln		\$	1,411.45	\$	4,278.57			\$ 5,892.22				
McClure		\$	401.33	\$	1,172.24			\$ 1,344.30				
North		\$	3,803.37	\$	11,239.93			\$ 12,223.90				
Total Electricity	\$	230,000	\$	7,922.00	\$	25,714.17	\$	204,285.83	\$	214,000	\$	47,767.50

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, APRIL 30, 2026

<u>BREAKDOWN BY BRANCH</u>	<u>BUDGET</u>	<u>2026</u>	<u>APRIL</u>	<u>CUMULATIVE</u>	<u>BALANCE</u>	<u>BUDGET</u>	<u>2025</u>	<u>SPENT</u>				
Gas												
Main		\$	2,801.94	\$	11,348.76			\$	9,597.24			
Lakeview		\$	380.64	\$	2,002.45			\$	1,786.59			
Lincoln		\$	1,098.52	\$	4,832.78			\$	4,300.94			
McClure		\$	163.45	\$	937.41			\$	930.19			
North		\$	1,713.57	\$	7,322.89			\$	6,270.28			
Total Gas	\$	65,000	\$	6,158.12	\$	26,444.29	\$	38,555.71	\$	72,000	\$	22,885.24
Water & Sewage												
Main		\$	1,476.58	\$	3,940.36			\$	3,257.65			
Lakeview		\$	136.27	\$	477.77			\$	498.43			
Lincoln		\$	421.41	\$	764.02			\$	808.02			
McClure		\$	114.18	\$	244.42			\$	196.51			
North		\$	369.49	\$	1,772.91			\$	962.33			
Total Water & Sewage	\$	35,000	\$	2,517.93	\$	7,199.48	\$	27,800.52	\$	30,000	\$	5,722.94
Building Services												
Main		\$	9,148.48	\$	44,368.62			\$	30,406.58			
Lakeview		\$	1,608.30	\$	4,555.20			\$	3,198.90			
Lincoln		\$	9,987.32	\$	29,619.07			\$	16,643.55			
McClure		\$	421.52	\$	3,579.99			\$	3,098.85			
North		\$	2,654.00	\$	11,911.00			\$	10,171.92			
Total Building Services	\$	310,000	\$	23,819.62	\$	94,033.88	\$	215,966.12	\$	290,000	\$	63,519.80

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, APRIL 30, 2026

<u>BREAKDOWN BY BRANCH</u>	<u>2026</u>			<u>2025</u>		
	<u>BUDGET</u>	<u>APRIL</u>	<u>CUMULATIVE</u>	<u>BALANCE</u>	<u>BUDGET</u>	<u>SPENT</u>
Bldg. Maintenance & Repairs						
Main		\$ 2,602.97	\$ 6,474.59			\$ 13,453.29
Lakeview		\$ -	\$ 1,621.41			\$ -
Lincoln		\$ 5,608.29	\$ 14,098.80			\$ 1,333.74
McClure		\$ -	\$ 915.00			\$ 584.00
North		\$ -	\$ 298.20			\$ 1,770.96
Total Bldg. Maint. & Rprs.	\$ 70,000	\$ 8,211.26	\$ 23,408.00	\$ 46,592.00	\$ 50,000	\$ 17,141.99
Furniture & Fixtures						
Main		\$ -	\$ -			\$ -
Lakeview		\$ -	\$ -			\$ -
Lincoln		\$ -	\$ -			\$ -
McClure		\$ -	\$ -			\$ -
North		\$ 2,332.58	\$ 2,621.09			\$ -
Total Furniture & Fixtures	\$ 10,000.00	\$ 2,332.58	\$ 2,621.09	\$ 5,000.00	\$ 10,000.00	\$ -

PEORIA PUBLIC LIBRARY FINANCIAL REPORT, APRIL 30, 2026

RESTRICTED EXPENDITURES FOR APRIL, 2026

<u>GRANTS</u>	<u>JAN - MAR</u>	<u>APRIL</u>	<u>CUMULATIVE</u>	<u>GIFTS & MEM.</u>	<u>JAN - MAR</u>	<u>APRIL</u>	<u>CUMULATIVE</u>
Books	\$ -	\$ -	\$ -	Books	\$ 474.84	\$ -	\$ 474.84
Non-Print	\$ -	\$ -	\$ -	Non-Print	\$ -	\$ -	\$ -
Publicity	\$ -	\$ -	\$ -	Publicity	\$ -	\$ 2,023.45	\$ 2,023.45
Programming	\$ 425.00	\$ 775.00	\$ 1,200.00	Programming	\$ 250.00	\$ 266.28	\$ 516.28
Telephones	\$ 8,626.11	\$ 5,292.84	\$ 13,918.95	Telephones	\$ -	\$ -	\$ -
Library Supplies	\$ -	\$ -	\$ -	Library Supplies	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	Miscellaneous	\$ -	\$ -	\$ -
Automation	\$ -	\$ -	\$ -	Automation	\$ -	\$ -	\$ -
TOTAL	\$ 9,051.11	\$ 6,067.84	\$ 15,118.95	TOTAL	\$ 724.84	\$ 2,289.73	\$ 3,014.57

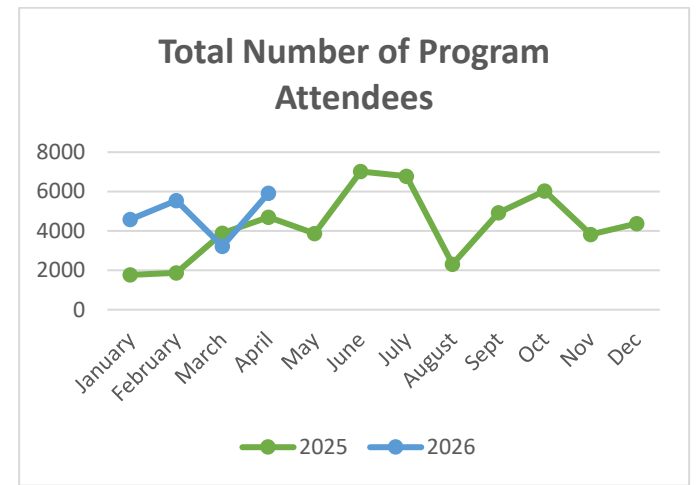
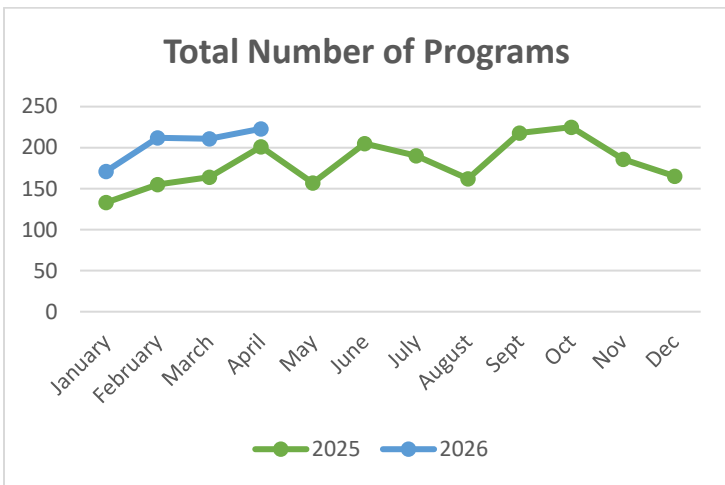
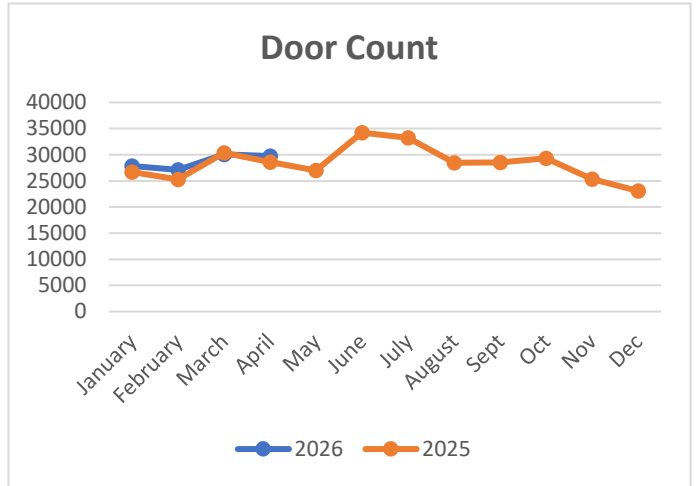
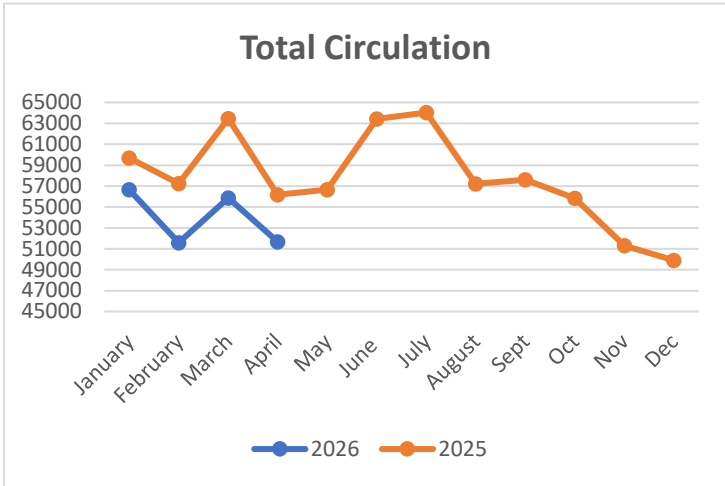
**AMENDED TOTALS
AS OF 4/30/26**

	<u>GRANTS</u>	<u>GIFT & MEMORIALS</u>	<u>CUMULATIVE</u>	<u>AMENDED</u>	<u>BALANCE</u>
Books	\$ -	\$ 474.84	\$ 474.84	\$ -	\$ (474.84)
Non-Print	\$ -	\$ -	\$ -	\$ -	\$ -
Publicity	\$ -	\$ 2,023.45	\$ 2,023.45	\$ -	\$ (2,023.45)
Programming	\$ 1,200.00	\$ 516.28	\$ 1,716.28	\$ -	\$ (1,716.28)
Telephones	\$ 13,918.95	\$ -	\$ 13,918.95	\$ -	\$ (13,918.95)
Library Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Automation	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 15,118.95	\$ 3,014.57	\$ 18,133.52	\$ -	\$ (18,133.52)

	<u>JAN - MAR</u>	<u>APRIL</u>	<u>CUMULATIVE</u>	<u>AMENDED</u>	<u>BALANCE</u>
Capital Development Fund	\$ 44,262.63	\$ 63,101.49	\$ 107,364.12	\$ -	\$ 3,177,770.99

Peoria Public Library Monthly Statistics Summary April 2026				
		Current Mont	Current FYTD	Last FYTD
Circulation				
Main	13,595	56,394	62,479	
Lakeview	5,820	24,646	27,708	
Lincoln	1,148	4,372	3,242	
McClure	959	4,468	5,598	
North	12,408	52,076	58,069	
Outreach	3,381	14,269	13,450	
Outgoing Intralibrary Loan	1,684	6,871	10,118	
TOTAL	38,995	163,096	180,664	
Virtual				
E-Books	11,672	48,354	44,917	
Music/Movie Downloads	991	4,324	10,972	
TOTAL CIRCULATION	51,658	215,774	236,553	
Other				
New Cards Issued	373	1,867	1,774	
TOTAL CARDHOLDERS		34,817	30,747	
Computer Use	3,315	12,095	11,748	
Door Count	29,760	114,794	110,966	
Total # of Programs	223	817	653	
Total # of Program Attendees	5,924	19,277	12,228	
Reference Questions	7,274	34,057	33,107	
Technology Assistance	3,529	11,696	10,945	

April 2026



PEORIA PUBLIC LIBRARY STATISTICAL REPORT
 APRIL 30, 2026

CIRCULATION MATERIALS

<u>2026</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>TOTALS</u>
Main	14,330	13,775	14,694	13,595									56,394
Lakeview	6,453	6,051	6,322	5,820									24,646
Lincoln	1,138	988	1,098	1,148									4,372
McClure	1,125	1,068	1,316	959									4,468
North	14,135	12,220	13,313	12,408									52,076
Outreach	3,379	3,532	3,977	3,381									14,269
E-Books	13,106	11,355	12,221	11,672									48,354
Music/Movie Downloads	1,231	973	1,129	991									4,324
Outgoing Intralibrary Loan	<u>1,754</u>	<u>1,629</u>	<u>1,804</u>	<u>1,684</u>	-	-	-	-	-	-	-	-	6,871
TOTAL	56,651	51,591	55,874	51,658	-	-	-	-	-	-	-	-	215,774

<u>2025</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>TOTALS</u>
Main	15,491	14,730	16,257	16,001									62,479
Lakeview	6,675	6,684	7,331	7,018									27,708
Lincoln	712	688	1,022	820									3,242
McClure	1,398	1,445	1,258	1,497									5,598
North	15,036	13,823	16,148	13,062									58,069
Outreach	3,100	3,926	3,249	3,175									13,450
E-Books	11,507	10,645	11,570	11,195									44,917
Music/Movie Downloads	2,941	3,062	3,932	1,037									10,972
Outgoing Intralibrary Loan	<u>2,819</u>	<u>2,239</u>	<u>2,688</u>	<u>2,372</u>	-	-	-	-	-	-	-	-	10,118
TOTAL	59,679	57,242	63,455	56,177	-	-	-	-	-	-	-	-	236,553

DOOR COUNTS

<u>2026</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>TOTALS</u>
Main	10,694	9,566	10,937	11,048									42,245
Lakeview	4,380	4,633	5,161	4,721									18,895
Lincoln	1,874	1,932	2,488	2,536									8,830
McClure	1,971	2,043	2,470	2,487									8,971
North	8,685	8,689	8,780	8,718									34,872
Outreach	<u>266</u>	<u>234</u>	<u>231</u>	<u>250</u>	-	-	-	-	-	-	-	-	981
TOTAL	27,870	27,097	30,067	29,760	-	-	-	-	-	-	-	-	114,794

<u>2025</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>TOTALS</u>
Main	9,925	8,900	10,589	10,137									39,551
Lakeview	4,458	4,452	5,180	4,787									18,877
Lincoln	2,005	1,887	2,461	2,602									8,955
McClure	1,776	1,622	2,054	2,253									7,705
North	8,356	8,270	9,890	8,619									35,135
Outreach	<u>181</u>	<u>157</u>	<u>189</u>	<u>216</u>	-	-	-	-	-	-	-	-	743
TOTAL	26,701	25,288	30,363	28,614	-	-	-	-	-	-	-	-	110,966

PEORIA PUBLIC LIBRARY STATISTICAL REPORT
APRIL 30, 2026

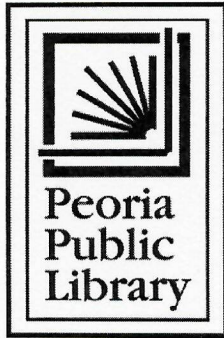
<u>REFERENCE</u>	<u>APR. '26</u>	<u>CUM. '26</u>	<u>APR. '25</u>	<u>CUM. '25</u>	<u>ADDITIONAL SERVICES</u>	<u>APR. '26</u>	<u>CUM. '26</u>	<u>APR. '25</u>	<u>CUM. '25</u>
Main	2,980	12,316	3,005	11,400	One-on-One Tutorials	484	1,544	439	1,827
Lakeview	849	2,904	728	3,512	Youth Group Visits	3	23	8	46
Lincoln	332	1,453	420	1,532	Youth Group Visits Attendance	46	376	113	767
McClure	718	3,373	1,100	4,354	Youth Story Time	20	66	26	82
North	2,145	13,030	3,065	11,566	Youth Story Time Attendance	305	1,097	361	1,121
Outreach	250	981	216	743	Youth Off-Site Visits & Presentations	15	46	10	28
TOTAL	7,274	34,057	8,534	33,107	Youth Off-Site Visits Attendance	919	1,665	583	1,216
 					Children's Programs	45	157	30	90
<u>TECHNICAL ASSISTANCE</u>	3,529	11,696	2,857	10,945	Children's Programs Attendance	1,007	2,108	658	1,389
					Children's Passive Programs	21	103	13	55
 					Children's Passive Prog. Attendance	2,106	8,199	1,405	3,595
<u>TECHNOLOGY USAGE</u>					Children's ZOOM Programs	-	-	-	-
Computer Users Signed Up	3,315	12,095	3,188	11,748	Children's ZOOM Attendance	-	-	-	-
E-Books	11,672	48,354	11,195	44,917	Young Adult Programs	14	49	21	59
Movie/Music Downloads	991	4,324	1,037	10,972	Young Adult Attendance	127	471	199	375
DataBase Usage	29,752	134,737	27,081	98,963	Young Adult Passive Programs	2	5	1	6
Website Visits	22,628	184,859	10,115	39,662	Young Adult Passive Programs Attendance	39	112	5	75
WiFi Users	3,624	12,979	3,386	9,695	Young Adult ZOOM Programs	-	-	-	-
RSACat Searches	41,969	194,077	42,732	186,844	Young Adult ZOOM Attendance	-	-	-	-
YouTube Views	431		406		Lincoln Project Next Generation	-	-	51	304
Facebook Friends	10,148		8,149		Adult Group Visits	2	5	1	5
Instagram	2,755		2,478		Adult Group Visits Attendance	10	29	5	26
X (formerly Twitter) Followers	1,662		1,680		Adult Off-Site Visits & Presentations	14	43	8	38
Pinterest Followers	136		136		Adult Off-Site Visits Attendance	248	596	589	876
Tik-Tok Followers	961		981		Adult Programs	81	295	70	192
					Adult Attendance	902	3,027	523	1,745
Holds	5,580	22,918	5,870	24,795	Adult Passive Programs	6	23	8	29
New Cards Issued	373	1,867	360	1,774	Adult Passive Programs Attendance	215	1,591	108	325
					Adult ZOOM Programs	-	2	1	3
Loans to Non-Peorians	1,967	8,914	2,428	10,651	Adult ZOOM Attendance	-	6	105	414
Direct	1,888	8,546	2,308	10,225	YouTube Virtual Programs	-	-	-	-
Interlibrary Loans	79	368	120	426	YouTube Program Views	-	-	-	-
 					Non-PPL Use of Meeting Rooms	227	776	165	704
<u>DOOR COUNT</u>					Approx. Attendance	3,068	10,000	2,298	10,102
Main	11,048	42,245	10,137	39,551	Non-PPL Use of Study Rooms	706	2,460	551	2,236
Lakeview	4,721	18,895	4,787	18,877	Approx. Attendance	1,106	4,021	887	3,861
Lincoln	2,536	8,830	2,602	8,955					
McClure	2,487	8,971	2,253	7,705					
North	8,718	34,872	8,619	35,135					
Outreach	250	981	216	743					
TOTAL	29,760	114,794	28,614	110,966					

PEORIA PUBLIC LIBRARY STATISTICAL REPORT

APRIL 30, 2026

TECHNICAL SERVICES

	<u>2026</u>	<u>2025</u>
Books - # at End of Month	347,274	355,333
Books Added	1,775	2,587
Books Discarded	2,338	952
Audio Books on CD - # at End of Month	4,147	4,974
Audio Books Added	-	-
Audio Books Discarded	7	7
Kits - # at End of Month	240	214
Kits Added	0	20
Kits Discarded	2	0
Periodicals - # at End of Month	82,618	84,255
Periodicals Added	182	256
Periodicals Discarded	146	95
Visual Media - # at End of Month	19,371	19,352
Visual Media Added	244	237
Visual Media Discarded	30	42
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	18,923	18,968
Music Media Added	-	1
Music Media Discarded	-	-
Web Resources - # at End of Month	7,130	7,130
Web Resources Added	-	-
Web Resources Discarded	-	-



AGENDA REPORT

Number: #2026-55

Meeting Date: May 19, 2026

To: Peoria Public Library Board of Trustees

From: Randall Yelverton, Executive Director

Subject: Non-Resident Card Program Participation Policy for July 1, 2026 – June 30, 2027

RECOMMENDATIONS:

That the Peoria Public Library Board of Trustees adopt resolution #2026-55 to renew participation in the Illinois Non-Resident Card Program and to establish a fee of \$169 for the non-resident card for the year beginning July 1, 2026 and ending June 30, 2027.

BACKGROUND:

Each year, Illinois public libraries are required to submit a form by June 1 stating their participation status in the non-resident card program to their Illinois Library System. The fee for the non-resident card is calculated using one of two methods: General Mathematical Formula or Tax Bill Method. Peoria Public Library uses the General Mathematical Formula method. According to the Illinois State Library, “the nonresident fee cannot be any less than that paid by residents but should approximate the cost paid by residents.” The Board can establish a fee higher than the minimum amount determined by the General Mathematical Formula. If the Board rules to charge a fee higher than the calculated minimum, the fee ruled by the Board, “shall be equitable and proportionate to the fee paid by residents” (*Illinois Administrative Code* Title 23: Education and Cultural Resources, Subtitle B: Cultural Resources, Chapter I: Secretary of State, Part 3050 Public Library Non-Resident Services, Section 3050.60 Non-Resident Fee Formula).

EFFECTS:

The intent of the law is to ensure that non-residents who choose to purchase a non-resident library card do not pay less to receive library services than those who reside within the legal boundaries of the library’s service area and do not have the option to support the library via payment of taxes. The decision to participate must be decided annually by a library’s Board of Directors and the formula must be recalculated each year.

Peoria Public Library typically sells 7 to 10 non-resident cards per year.

FISCAL IMPACT:

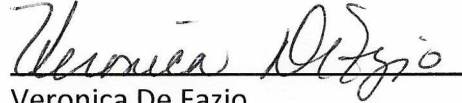
Peoria Public Library typically receives approximately \$900 - \$1,400 in fees depending on the number of non-resident cards sold, and deposits the fees in the Peoria Public Library Revenue "Service Charges/Fines/Fees" budget line.

Respectfully submitted,

Prepared by:



Randall Yelverton
Executive Director



Veronica De Fazio
Deputy Director

Attachments:

Illinois Non-Resident Card Program General Mathematical Formula

Illinois Non-Resident Card Program General Mathematical Formula

As set forth in 23 Ill. Adm. Code 3050

The Library divides its total local property tax revenue (excluding state and federal funds) by the local population (using the most recent census information). This number is multiplied by the average number of persons per local household (using the most recent census information). This is the fee charged to all non-residents when purchasing a library card.

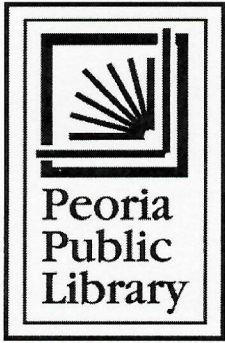
Total Property Tax Income: \$8,519,700

Local Population: 113,150

Average Household Size: 2.25

$(7,995,000/113,150) \times 2.25 = \169.42

Your Library's Non-Resident Card Fee would be: \$169.42



AGENDA REPORT

Number: #2026-56

Meeting Date: May 19, 2026

To: Peoria Public Library Board of Trustees
From: Randall Yelverton, Executive Director
Subject: Adopt Revised Gifts and Donations Policy

RECOMMENDATIONS:

That the Board of Trustees of Peoria Public Library approve resolution #2026-56, to adopt the revised Gifts and Donations Policy.

BACKGROUND:

The Gifts and Donations policy was created in 2011 and has not had any updates.

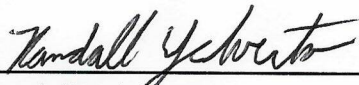
EFFECTS:

Adopting the revised Gifts and Donations policy adds language that clarifies and improves the policy as well as and removes the how-to procedures from the policy.

FISCAL IMPACT:

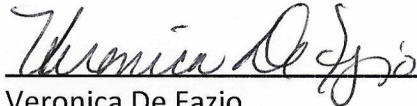
There is no fiscal impact connected to the adoption of this policy.

Respectfully submitted,



Randall Yelverton
Executive Director

Prepared by:



Veronica De Fazio
Deputy Director

Attachments: Draft Revised Gifts and Donations Policy

Peoria Public Library Gifts and Donations Policy

(Adopted by Peoria Public Library Board of Trustees on _____)

Purpose:

The Peoria Public Library accepts donations that support and further the mission and goals of the Library, as established by the Board of Library Trustees of the Peoria Public Library. The purpose of this policy is to specify the types of gifts and donations that the Library will accept and how the Library will handle these gifts and donations.

In General:

The Library gratefully accepts gifts and donations. Except in a few cases (as noted below), an acknowledgement of receipt of a donation will be made to the donor in writing within thirty business days of receiving the gift. Recognition of a donation is made as outlined below, according to the nature of the gift.

Gifts are accepted in honor or in memoriam of a person or event. Acknowledgement of such a gift will be made to the donor and to up to three other persons or entities in writing within thirty business days of receiving the money. Recognition of an honorary or memorial gift is made as outlined below, according to the nature of the gift.

The Library cannot and does not appraise books, works of art or any other items. The Library will not bear the cost of such an appraisal. Donors who wish to have the value of a donation specified must make all arrangements for and bear all costs of an appraisal.

The Library may not be able to accept a donation if the donor places extensive and/or restrictive conditions on the use of the gift by the Library. The Library will work with the donor to reach an agreement on the disposition of the gift. However, the Library will not accept a gift if the donor's wishes cannot be carried out successfully by the Library for any reason or do not fall within the mission and goals of the Library. If this is determined to be so, the donor will be notified in writing and the gift returned.

All decisions regarding directional and/or wayfinding signage with respect to the location of a donated item or items within the Library building is the prerogative of the Library.

All gifts accepted by the Library become the property of the Library, which has the prerogative to keep or dispose of the items.

Guidelines for Specific Types of Gifts and Donations:

Gifts of Money

1. The Library accepts gifts of money, in any amounts.

2. The donor may indicate how he/she wishes the money to be spent by the Library.
 - The money may be specified for a particular type of library material, service or activity.
 - The money may be specified for a particular library location.
 - The money may be specified for a particular item of furniture or equipment.
3. All gifts of money received by the Library will be processed within five business days of receiving the money.
4. Recognition of a gift of money is made as outlined below, according to what is purchased with the money.
5. Money is accepted by the Library for the purposes of obtaining a naming opportunity within the Peoria Public Library. The separate Peoria Public Library Naming Policy covers all aspects of such a donation.

Gifts of Books and Other Library Materials

1. The Library accepts gifts of library materials in good condition. This includes, but is not limited to, books, CDs, DVDs, periodicals, manuscripts, maps, and pamphlets.
2. All library materials accepted as gifts will be evaluated in accordance with the Peoria Public Library Collection Development Policy.
3. In most cases, usable library materials that the Library does not add to its collections are offered to the Friends of the Peoria Public Library for their book sale. Money raised by the Friends from their book sale is used to benefit the Library and its programs.
4. The donor may indicate how he/she wishes the materials to be used by the Library.
 - The material may be specified for a particular collection of the Library.
 - The material may be specified for a particular library location.
5. Acknowledgement letters are usually not written for routine donations of used materials. At the request of the donor, the Library will supply a Books and Materials Acknowledgement form signed by the employee receiving the materials. The form may be used by the donor to keep an official record of the donation.
6. Gift plates to recognize the donor are not usually placed in or on used items donated and added to the Library collections. The donor may request that gift plates be placed in or on donated items.
7. Gift plates are customarily placed in or on new items donated and added to the Library collections or in items purchased by the Library with monetary donations.
8. In most cases, gift plates to recognize the honorary or memorial gifts are placed in or on the items donated and added to the Library collections or in items purchased by the Library with

monetary donations.

9. The Library retains the prerogative to determine when the use of a gift plate for recognition is feasible and appropriate.

In the case of the gift of a collection of materials, the Library will work with the donor regarding the arrangement, location, and maintenance of the collection. The Library may not be able to or wish to agree to all the donor's requests with regard to such issues as keeping all items together as a discrete collection, signage, and additions to the collection.

1. If expenses are involved with maintenance of the collection, signage, additions to the collection, activities related to promoting the collection (such as recognition ceremonies or programming), security, etc., the donor may be expected to provide money or in-kind donations to support the collection.
2. In the case of the gift of a significant collection of materials, recognition will typically take the form of a plaque placed in the Library in addition to gift plates in the items. The Library reserves the right to determine when a plaque is appropriate.

10. Gifts of Memorabilia and Realia

1. The Library accepts gifts of real items if those items support the mission of the Library. Most items in this category accepted by the Library will be those that have cultural or historical significance to the Peoria area and are appropriate for inclusion in the Library's Special Collections.
2. The placement and display of an item is also the sole prerogative of the Library. The wishes of the donor regarding the location of the item will be taken into account by the Library.
3. The Library will work with the donor who wishes to see recognition for the donor or an honoree to determine an appropriate form of identification of this recognition on a case-by-case basis.
4. The Library will not accept real items that cannot be properly cared for or secured by the Library within normal operations and procedures of the Library.

11. Gifts of Artwork

1. The Library accepts gifts of art valued at less than \$25,000. Any gifts of art exceeding this amount in value will be handled for the Library and the City by the Art in Public Places Commission. Appraisal of the artwork must be done by an agency independent of the Library or the donor. The Library will not bear the costs of an appraisal.
2. The Library retains the prerogative to accept or reject any work of art for the Library.
3. The placement and display of an art item is the sole prerogative of the Library. The wishes of the donor regarding the location of the art will be taken into account by the Library.
4. The Library will not accept art that cannot be properly cared for or secured by the Library within normal operations and procedures of the Library.
5. If expenses are involved with maintenance and display of the art, security, etc.,

the donor may be expected to provide money or in-kind donations to support these activities.

6. At the request of the donor, a small plaque or metal plate, not exceeding 8" square in size, will be placed near the work of art to identify it and recognize the donor or an honoree. The decision concerning placement of such a plaque or plate is the sole prerogative of the Library.
7. It is the library's policy that artwork must not contain advertising information such as corporate agency logos except for logos that pertain to the library/Jacksonville City Government.

12. Gifts of Furniture and Equipment

1. The Library accepts gifts of furniture and equipment that supports and furthers the mission and goals of the Library. The Library retains the prerogative to accept or reject any gift of furniture and/or equipment for the Library.
2. The placement and use of furniture and equipment is the sole prerogative of the Library. The wishes of the donor regarding the location of the furniture and equipment will be taken into account by the Board.
3. The Library will not accept furniture or equipment that cannot be properly cared for or secured by the Library within normal operations and procedures of the Library.

13. Donation of any other types of gifts will be considered by the Library on a case-by-case basis.

Adopted by the Peoria Public Library Board of Trustees on _____

Gifts and Donation Policy

Created: 08/11	Updated: XX/XX/XX
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GENERAL PROVISIONS:

The Peoria Public Library accepts donations that support and further the mission and goals of the Library as established by the Board of Trustees of the Peoria Public Library.

Gifts are accepted in honor or memoriam of a person or event

The Library cannot and does not appraise books, works of art, or any other items. The Library will not bear the cost of such an appraisal. Donors who wish to have the value of a donation specified must make all arrangements for and bear all costs of an appraisal.

The Library may not be able to accept a donation if the donor places extensive and/or restrictive conditions on the use of the gift by the Library. The Library will work with the donor to reach an agreement on the disposition of the gift. However, the Library will not accept a gift if the donor's wishes cannot be carried out successfully by the Library for any reason or do not fall within the mission and goals of the Library. If this is determined to be so, the donor will be notified in writing and the gift returned.

All decisions regarding directional and/or wayfaring signage with respect to the location of a donated item or items within the Library building is the prerogative of the Library.

All gifts accepted by the Library become the property of the Library which has the prerogative to keep or dispose of the items.

The library cannot assign a market value to donations of materials or items. For tax purposes, it is the donor's responsibility to assign value and document it for the IRS.

ACKNOWLEDGEMENT OF GIFTS:

If the gift is a memorial gift of honorarium, both the donor and the honoree or a relative of the deceased will receive an acknowledgment of the gift. When acknowledging donations made on behalf of an honoree or a relative of the deceased, only the donor's name and address will be included. The donation amount will not be disclosed.

Letters of acknowledgment are generally not sent for donations of used materials. At the request of the donor, the Library will supply a Books and Materials form signed by the employee receiving the materials. The donor may use the form to keep an official record of the donation.

MONEY GIFTS:

The Library is not a 501(c)(3), but does accept money gifts in any amount. A donor may indicate how he/she wishes the money to be spent by the Library, including purchasing specific items for the library.

All money gifts received by the Library will be processed within five business days of receiving them.

Money gifts may be made to the Library for the purchase of books or audiovisual items as memorials or to honor a person or event. Library staff will select appropriate items to fulfill the wishes of the donor. These materials will be given a gift plate.

Money gifts are accepted by the Library for the purposes of obtaining a naming opportunity within the Peoria Public Library. The separate Peoria Public Library Naming Policy covers all aspects of such a donation.

OTHER MONETARY GIFTS:

The Library welcomes direct donations of real property, stocks and bonds. The Library will consider the wishes of donors when deciding the use of such gifts, but the decision on their use ultimately belongs to the Library.

Marketable securities or real property received by the Library as gifts will be sold as soon as practicable at the market rate, and the net proceeds used as if a cash donation had been made by the donor, subject to the practices outlined above.

GIFTS OF BOOKS OR OTHER LIBRARY MATERIALS:

The Library accepts gifts of library materials in good condition. This includes, but is not limited to, books, CDs, DVDs, periodicals, manuscripts, maps, and pamphlets. All Library materials accepted as gifts will be evaluated in accordance with the Peoria Public Library Collection Development Policy.

In most cases, usable library materials that the Library does not add to its collections are offered by Friends of Peoria Public Library for their book sale. Money raised by Friends from their book sale is used to benefit the Library and its programs. Items that the Library cannot use and that Friends do not sell may be thrown away.

In the case of the gift of a collection of materials, the Library will work with the donor regarding the arrangement, location, and maintenance of the collection. The Library may not be able or wish to agree to all the donor's requests with regard to such issues as keeping all items together as a discrete collection, signage, and additions to the collection.

If expenses are involved with maintenance of the collection, signage, additions to the collection, activities related to promoting the collection (such as recognition ceremonies or programming), security, etc., the donor may be expected to provide money or in-kind donations to support the collection.

In the case of the gift of a significant collection of materials, recognition will typically take the form of a plaque placed in the Library in addition to gift plates in the items. The Library reserves the right to determine when a plaque is appropriate for these gifts and all other gifted items.

GIFTS OF MEMORABILIA OR REALIA:

The Library accepts gifts of real items if those items support the mission of the Library. Most items in this category accepted by the Library will be those that have cultural or historical significance to the Peoria area and are appropriate for inclusion in the Library's Special Collections.

The placement and display of an item is also the sole prerogative of the Library. The wishes of the donor regarding the location of the item will be taken into account by the Library. The Library will work with the donor who wishes to see recognition for themselves or an honoree to determine an appropriate form of identification of this recognition on a case-by-case basis.

The Library will not accept real items that cannot be properly cared for or secured by the Library within normal operations and procedures of the Library.

GIFTS OF ARTWORK:

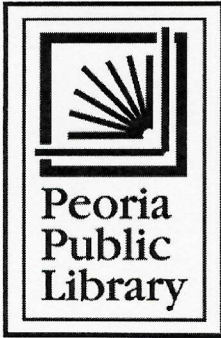
Any art objects must be donated unconditionally with all rights of ownership transferred to the Library. Any such gifts are accepted only with the understanding that the Library has the right to determine retention, location and disposition of the items donated. Items may or may not be displayed. The Library retains the right to sell any item and use the sale proceeds for other purposes as needed.

GIFTS OF FURNITURE AND EQUIPMENT:

Gifts of furnishings and equipment will be accepted only when, in the opinion of the Library administration, the proposed gift is of a type that is compatible with the Library's existing furnishings and is needed. Generally it is recommended that donors contribute money for the purchase of such articles.

OTHER GIFTS:

Donation of any other types of gifts will be considered by the Library on a case-by-case basis.



AGENDA REPORT

Number: #2026-57

Meeting Date: May 19, 2026

To: Peoria Public Library Board of Trustees

From: Randall Yelverton, Executive Director

Subject: Request to approve expenditure of \$28,953.00 from Capital Development to upgrade the AV equipment at Lincoln Branch.

RECOMMENDATIONS:

That the Peoria Public Library Board of Trustees approve a motion to adopt resolution #2026-57 to purchase AV equipment in the amount of \$28,953 to update the equipment at the Lincoln Branch.

BACKGROUND:

The AV equipment at Lincoln is over 10 years old and needs to be updated. IT Manager Phil Moats has been working with Branch Manager Cynthia Smith and Bradfield's, Inc. to determine the equipment necessary to meet current AV demands. This project is included in the Library's Capital Development plan.


EFFECTS:

The updated AV equipment will meet the needs of the staff, and community members, who use the meeting rooms at Lincoln.

FISCAL IMPACT:

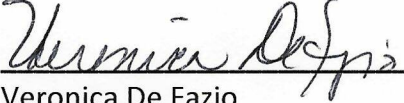
Funds for this expenditure are available in the Library's Capital Development fund.

Respectfully submitted,



Randall Yelverton
Executive Director

Prepared by:



Veronica De Fazio
Deputy Director

Attachments: Quote from Bradfield's, Inc.

Bradfield's, Inc
2306 S W Adams Street

Peoria, IL 61602
United States of America
Phone: 8007477453
Fax: 3096760404

Order Number 270447-000
QUOTE CONFIRMATION
Date 5/11/26
Page 1

Customer: Peoria Public Library
107 NE Monroe Peoria
Peoria, IL 61602-1070
United States of America
Ship To: Peoria Public Library /
Lincoln Branch
Attn.: Phillip Moats
1312 W. Lincoln Ave
Peoria, IL 61605
United States of America

Entered...: 5/08/26 Bid/Promo...: Lincoln Branch Qt 1
Entered by...: DONA KEEFER

Order Qty	Item Description	U/M	Disc	Price	Extension
Quote 1					
Controller					
1.00	60-1470-02 MediaLink Plus Controller	EA		1,256.0000	1,256.00
Audio					
8.00	CONTROL 16C/T (1) Ceiling Speaker 2-Way 6.5" JBL White Priced Per EACH	EA		140.0000	1,120.00
1.00	CONTROL 19CST JBL Black Subwoofer	EA		305.0000	305.00
1.00	DCI4X600DA Crown Four-channel, 600W Amp with Dante	EA		3,167.0000	3,167.00
1.00	CORE 110FV2 Q-SYS Network Unified Core 110F V2, Analog I/O Processor	EA		3,352.0000	3,352.00
1.00	SLXD4Q+--G57 Shure Wireless Receiver, Quad	EA		2,258.0000	2,258.00
3.00	SLXD2+/58--G57 Shure Wireless Handheld Trans mitter with SM58 Microphone	EA		299.0000	897.00
1.00	SLXD1+--G57 Shure Wireless Bodypack Transmitter	EA		257.0000	257.00

Continued . . .

Bradfield's, Inc
2306 S W Adams Street

Peoria, IL 61602
United States of America
Phone: 8007477453
Fax: 3096760404

Order Number 270447-000
QUOTE CONFIRMATION
Date 5/11/26
Page 2

Customer: Peoria Public Library
107 NE Monroe Peoria
Peoria, IL 61602-1070
United States of America
Ship To: Peoria Public Library /
Lincoln Branch
Attn: Phillip Moats
1312 W. Lincoln Ave
Peoria, IL 61605
United States of America

Entered...: 5/08/26	Bid/Promo...: Lincoln Branch Qt 1	Entered by...: DONA KEEFER	U/M Disc	Price	Extension
Order Qty	Item Description				
1.00	AT808G EA Audio-Technica Dynamic Sub- Cardioid Gooseneck Microphone			159.0000	159.00
1.00	UA505 EA Shure Antenna Mount Bracket Kit			37.0000	37.00
2.00	UA825 EA Shure Antenna Cable 25'			53.0000	106.00
2.00	SBC203 EA Shure Dual-Docking Recharging Station			127.0000	254.00
4.00	SB903 EA Shure Li-Ion Battery			48.0000	192.00
2.00	UA8-470-636 EA Shure 1/2 WAVE RECEIVER ANTENN A			29.0000	58.00
1.00	A400XLR EA XLR Set 3-pin Female Connector & Insert			23.0000	23.00
1.00	WA310 EA Shure 4 pin TA4F mini to F XLR Mic cable			17.0000	17.00
1.00	DB-RN12 EA RDL Mic/Line Dante Interface Wall Mounted Bi-Directional			659.0000	659.00

Continued . . .

Bradfield's, Inc
2306 S W Adams Street

Peoria, IL 61602
United States of America
Phone: 8007477453
Fax: 3096760404

Page 3

Date 5/11/26

QUOTE CONFIRMATION

Order Number
270447-000

Customer: Peoria Public Library /
107 NE Monroe Peoria
Peoria, IL 61602-1070
United States of America
Ship To: Peoria Public Library /
Lincoln Branch
Attn: Phillip Moats
1312 W. Lincoln Ave
Peoria, IL 61605
United States of America

Entered..: 5/08/26 Bid/Promo...: Lincoln Branch Qt 1
Entered by...: DONA KEEFER

Order Qty	Item Description	U/M	Disc	Price	Extension
1.00	DB-BTN21 RDL Bluetooth Audio Dante Network Interface	EA		396.0000	396.00
1.00	60-1626-52 Extron MLC Plus 100 MediaLink Plus Controller	EA		1,193.0000	1,193.00
1.00	V11HB27020 Epson PowerLite I890U White Projector 8,000 Lumens	EA		4,340.0000	4,340.00
1.00	BD-MP4K TASCAM Professional Rackmount 4K UHD Blu-ray Player	EA		747.0000	747.00
1.00	GSM4212P-100NAS Netgear M4250-10G2F-POE+ AV Switch	EA		621.0000	621.00
1.00	55152-MZEKKB10200002 Spectrum Industries Fully Customizable Podium with Logo	EA		1,076.0000	1,076.00

or other options.

Continued . . .

Bradfield's, Inc
2306 S W Adams Street

Peoria, IL 61602
United States of America
Phone: 8007477453
Fax: 3096760404

Page 4

Date 5/11/26

QUOTE CONFIRMATION

Order Number
270447-000

Customer: Peoria Public Library
107 NE Monroe Peoria
Peoria, IL 61602-1070
United States of America
Ship To: Peoria Public Library /
Lincoln Branch
Attn: Phillip Moats
1312 W. Lincoln Ave
Peoria, IL 61605
United States of America

Entered...: 5/08/26 Bid/Promo...: Lincoln Branch Qt 1
Entered by...: DONA KEEFER

Order Qty	Item Description	U/M	Disc	Price	Extension
1.00	HARDWARE Cables, Connectors and Hardware	EA		1,000.0000	1,000.00
1.00	INSTALL Installation & Programming Services	EA		5,000.0000	5,000.00
1.00	SHIPPING Estimated Shipping Charge	EA		463.0000	463.00

Thank you-

Material Total: 28,953.00

Total Quote: 28,953.00

This quotation is valid for 30 days.

Salesman: 800-747-7453

PROGRAMMING REPORT

April 2026

Compiled by Elise Hearn - Programming Manager

Note: In April we started using a patron survey at the end of our programs. feedback from those surveys has been added to this report when relevant.

Spring Break Programming: Peoria Public Library increased our Spring Break programming again this year during Peoria Public Schools two week break. This included three chances to see the children's musician Marko Polo. He performed at North Branch, Main Library and McClure Branch. We invited Friendship House to our Main Library performance and had **106 attendees!**

Lincoln Branch held their annual Easter Egg Hunt on April 4. Due to the wet weather the days leading up we shifted to a drive thru event but still brought **491 attendees** and many patrons coming into the building who said that they have attended the hunt before, but it was their first time coming inside.

Main Library and Lakeview both hosted Safe Sitter Classes brought to us by OSF. These classes are designed to teach safe babysitting skills to students between the ages of 11-17 years old. We had **6 students** attend the Main Library session and **12** attend the Lakeview Branch session.

Storytimes and Children's Programs: The library hosted **65** storytimes and children's programs in the month of April with a total of **1,312 attendees**. Gwen at McClure Branch recently expanded their storytime offerings to include Thursday storytimes on the weeks that Sign and Sing does not come to the location. This has boosted storytime attendance at McClure and their Baby Art program continues to be popular with parents appreciating a weekend activity for working families.



MARKO POLO AT
MAIN LIBRARY



EASTER EGG HUNT
AT
LINCOLN BRANCH





Teen Programs: Peoria Public Library hosted **14** teen programs this month with a total of **127 attendees**. Jorge at Lincoln Branch added a new series called “Colorful Chemistry” bringing basic chemistry programming to his location.

COLORFUL CHEMISTRY
AT LINCOLN BRANCH

Adults and All Ages Programs: The library had a total of **72 programs** for adults and people of all ages with **892 attendees**. North Branch hosted the Turas at Music in the McKenzie to a very enthusiastic crowd. Barb and Bindu at North Branch also hosted their long-awaited Kentucky Derby inspired Murder Mystery. Patron feedback was incredibly positive even with the interruption of a Tornado Warning! Main Library offered another Self-Defense program, DIY Terrarium and Bedazzle a Book programs. Ginger at McClure Branch continues to offer stellar craft programs including her Gnome of the Month and Spring Mushrooms program. The general consensus from patrons seems to be that anything Ginger does is excellent!



THE TURAS AT NORTH BRANCH



CRAFTS AT
MCCLURE BRANCH



CRAFTS AT
MAIN LIBRARY



MURDER MYSTERY AT
NORTH BRANCH



Upcoming Programs



Stir Fry Demonstration
with the Peoria Chinese Association
Saturday, May 16
North Branch | 12:00- 1:00 PM
ALL AGES



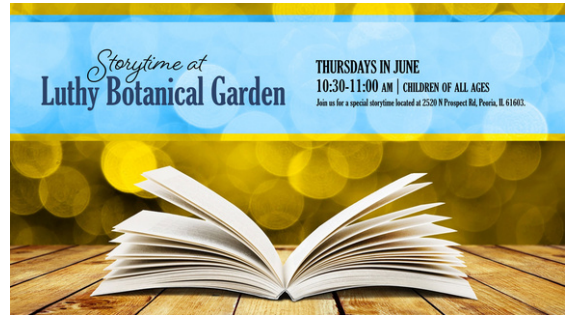
SUMMER READING KICK-OFF PARTY
SATURDAY, MAY 30
10:00 AM - 12:00 PM
AT CFCU STAGE
ON PEORIA RIVERFRONT



MAY 30
10:00 AM - 2:00 PM
NORTH BRANCH

JUNE 3
10:00 AM - 2:30 PM
McCLURE BRANCH

AGES 11-17
SAFE SITTER ESSENTIALS



Storytime at
Luthy Botanical Garden

THURSDAYS IN JUNE
10:30-11:00 AM | CHILDREN OF ALL AGES
Join us for a special storytime located at 2520 N Prospect Rd, Peoria, IL 61603.



TUESDAY, JUNE 9
SOUTHSIDE STEEL PERFORMANCE
LINCOLN BRANCH
10:00-11:00 AM

COMMUNITY RELATIONS

April 2026 Staff Activities

Report from Programming - Elise Hearn, Manager

Methodist College Wellness Fair (4/15): The Library was asked to attend the wellness fair at Methodist College to share information about the library and our events. Beth from Outreach and Mary from Lakeview attended and promoted programming, resources and handed out swag.

Peoria Autism Acceptance and Appreciation Event (4/18): This event was held at the Civic Center by the Peoria Police Department during Autism Awareness Month. It is the second year that the Police Department has held this event, and we attended again this year. Elise from Programming and Laurie from Circulation attended to share information and welcome families to the library.

Pinwheels for Prevention(4/24): Peoria Public Library shared a table with Alpha Park Public Library at a Preschool for All event on April 24. Sam from Lakeview attended and shared information about the library, signed students up for library cards and handed out library swag.

Kindergarten Roundup (4/25): This annual Peoria Public School event was held at the Peoria Zoo and attended by Dani in our Circulation Department. She handed out crayons, signed families up for library cards, and promoted our events.

Parent University (4/48): Another annual Peoria Public School event held at Woodruff Career and Technical Center attended by Jennifer in our Technical Services Department and Kathryn from McClure. They also promoted the library, signed students up for library cards and shared swag.

Storybook Soiree (4/30): This Valeska Hinton program was billed as a "Book Prom" for the preschool. Elise from Programming and Laurie from Circulation attended with a "Very Hungry Caterpillar" photo booth for the students to use during their prom experience. Pete the Cat was also in attendance, and it was quite the party!



Kindergarten Roundup at Peoria Zoo

Report from Main Reference - Jenny Sevier, Manager

- Amber Lowery hosted a class from Bradley University taught by Mae Gilliland Wright, providing a tour and research time in our Local History and Genealogy Collection on April 2.
- Also on April 2, children's performer Marko Polo entertained over 100 children, 60+ of which were visiting from Neighborhood House.
- We partnered with Hult Center for Healthy Living to offer a Safe Sitter program on April 7.
- On April 8, Sue Kaufman and Cindy Wright presented at RSA Day, a conference for front line library staff in our local consortium. Jenny Sevier is a member of the planning committee for this event.
- Sue also spoke at the monthly meeting of the Peoria County Genealogical Society on April 13, detailing the trove of resources we offer in the Local History and Genealogy collection.
- Elodie Tinajero continues to work with Phoenix Community Development Services twice a month, helping to provide computer assistance to their clients.
- Cindy Wright continues to visit several local memory care facilities each month, providing programs and crafts to patients with dementia.
- This month concluded the offering of free tax assistance provided by AARP.

Report from the Management Team:

Veronica De Fazio participated in the April Look It's My Book distribution at Annie Jo Gordan Community Early Learning Center.



Veronica and Beth Dutton represented the Library at the Peoria Riverfront Museum's Access for All day.

Veronica and Beth attended a quarterly meeting with Museum and discussed future partnerships and projects.



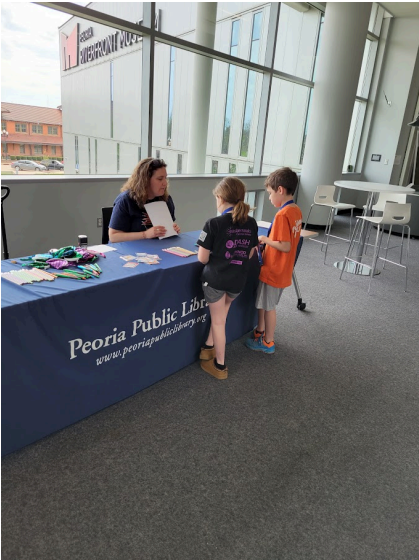
HR Administrator Jenny Ulrich spoke to students at Trewyn Middle School as part of District 150's Horizons career program. Jenny spoke about her role at the Library.

Our first Spelling Bee Champion, Isa Zaid of Peoria Academy, was recognized at the April 28 Peoria City Council meeting. He was joined by his mother, sister and grandparents.



Report from Outreach - Beth Dutton, Manager:

One of the great things about Peoria is its diversity. This was very evident at our inaugural involvement with the Access for All Day at the Peoria Riverfront Museum. Veronica DeFazio and Beth Dutton thoroughly enjoyed their time - conducting trivia & games, answering questions, and interacting with close to 100 people. Later that week, Outreach hosted Jamieson school at Main library and then attended a wellness fair for Methodist College students with Mary Anderson (Lakeview manager) that same afternoon. The American Library Association facilitated a meeting between PPL and the Interfaith Alliance of Central Illinois to investigate a possible collaboration. On April 21, Beth Dutton presented a 'membership minute' at the Peoria County T.R.I.A.D. meeting which led to a one-on-one meeting with Daryl Carlson from the Alzheimer's Association. That meeting produced a contact with Betsy Beltrán from the Children's Home Association of Illinois and the Peoria Area Spanish Collaborative.



Beth at Access for All at the Peoria Riverfront Museum

Report from Lakeview - Mary Anderson, Manager

- April 15 – A member of the Lakeview Team attended the Methodist College Wellness Fair.
- April 21 – A member of the Lakeview Team hosted the members of the Community Workshop and Training Center for a field trip that included a book, video, and craft.
- April 21 – A member of the Lakeview Team hosted a group of 4th-8th graders from Aletheia School. Students had a tour, participated in a scavenger hunt, and explored library resources independently.
- April 22 & 29 – A member of the Lakeview Team went to Valeska Hinton Early Childhood Education Center and each day did Storytime for four kindergarten classes.
- April 24 – A member of the Lakeview Team shared library resources at the Peoria ROE 48 Early Learning for All for a Pinwheels for Prevention event raising awareness for child abuse.
- April 26 – Lakeview hosted the Neurodivergent Network monthly meeting.
- April 29 - A member of the Lakeview Team was a Horizons Club Speaker at Liberty Leadership Middle School

Report from North - Jamie Jones, Manager:

- North Branch Reference Assistant Jay Johnston continued his weekly visits to Rolling Acres Middle School for their book club.
- North Branch Manager Jamie Jones and Outreach Department Manager Beth Dutton met with EP!C Activities Coordinator Angie Frailey. They made short-term plans for EP!C volunteers to help plant native, pollinator-friendly flowers in the branch's large outdoor planters. EP!C volunteers will then visit twice a week to water and maintain the planters, and to enjoy other activities indoors. This meeting also served as a venue for sharing ideas for future collaboration, so keep an eye out for additional partnership activities with EP!C!
- Finally, Branch Manager Jamie Jones coordinated an Origami Basics program on April 29 with Yuka Tamida, an ESL student who receives regular English tutoring at North Branch. Yuka hoped to offer this program as a way to practice her English skills and share some of her native Japanese culture with the community, and she absolutely succeeded in both aims!



Origami Basics participants

Report from Lincoln - Cynthia Smith, Manager

Visits by groups to the Library:

- Boys and Girls Club - Every Friday in April / Science Activity / Jorge
- Dream Center - Every Tuesday / Jorge
- Neighborhood House - Every Tuesday / Riley
- Proctor Center - Every Thursday / Jorge

Visits in the Community

- Grand Regency Senior Living - once a month / Aarthi
- PCCEO Woodruff Head Start Story Time - once a month / Regina

Community Groups at the Library

North Branch

Blood Drive

Goal: 30 pints

Presenting: 36 donors

Collected: 44 pints



TREASURER'S REPORT FOR APRIL 2026
Friends of Peoria Public Library

CHECKING ACCOUNT BALANCE – END MARCH 2026 **\$59,019.55**

RECEIPTS:

Donations	\$ 318.93
Donation Jar	59.00
Glass Case	94.50
Book Sales	1,986.67
Caterpillar Matching Gifts Program	125.00
Friends Memberships	<u>250.00</u>
 TOTAL	 \$2,834.10

DISBURSEMENTS:

TOTAL	\$ 00.00
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CHECKING ACCOUNT BALANCE – END APRIL 2026 **\$61,853.65**

MORGAN STANLEY

Beginning Value 4/1/2026	\$169,484.87
Change in Value	+7,885.58
End Value 4/30/2026	\$177,370.45

Beginning Value 4/1/2026	\$ 20,784.99
Change in Value	+56.37
End Value 4/30/2026	\$ 20,841.36

TOTAL ALL ACCOUNTS **\$260,065.46**

PEORIA PUBLIC LIBRARY FINANCIAL REPORT

MARCH 31, 2026

STATEMENT OF REVENUES and EXPENDITURES

Mar = 25%

	(1)	(2)	(3)	(4)	(5)
	2026	YTD '26	YTD '25	YTD	(5 = 2/1)
REVENUES	BUDGET			% Increase/ Decrease	% of Budget Line Items
Property Taxes	\$ 8,519,711	\$ -	\$ -	0.0%	0.0%
Personal Property Replacement Tax	\$ 482,250	\$ -	\$ -	0.0%	0.0%
Service Charges/Fines/Fees	\$ 30,000	\$ 12,689	\$ 42,238	-70.0%	42.3%
Per Capita Grant	\$ 167,000	\$ -	\$ -	0.0%	0.0%
Grants	\$ 30,000	\$ -	\$ 3,671	0.0%	0.0%
Interest	\$ 80,000	\$ 53,320	\$ 61,058	-12.7%	66.6%
Current Revenue	\$ 9,308,961	\$ 66,009	\$ 106,967	-38.3%	0.7%
Borrowed from Working Cash Fund		\$ 1,000,279	\$ 1,000,279	0.0%	
Gift & Mem./Restricted Fund Bal. Fwd.		\$ 42,217	\$ 40,977	3.0%	
TOTAL REVENUES	\$ 9,308,961	\$ 1,108,505	\$ 1,148,223	-3.5%	11.9%

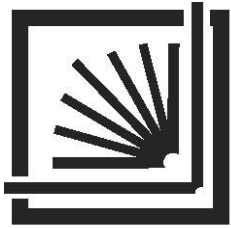
	2026	YTD '26	YTD '25	YTD	% of Budget
EXPENDITURES	BUDGET			% Increase/ Decrease	Line Items
Management Salaries	\$ 1,565,289	\$ 301,349	\$ 281,427	7.1%	19.3%
Non-Management Salaries	\$ 2,906,965	\$ 663,786	\$ 593,602	11.8%	22.8%
IMRF/FICA/Medicare	\$ 626,116	\$ -	\$ -	0.0%	0.0%
Medical Insurance (Medical Premiums)	\$ 843,112	\$ 923	\$ 923	0.0%	0.1%
GASB 45 Liability	\$ -	\$ -	\$ -	0.0%	0.0%
TOTAL PERSONNEL SERVICES	\$ 5,941,482	\$ 966,058	\$ 875,953	10.3%	16.3%

Books / eBooks	\$ 556,829	\$ 68,549	\$ 83,726	-18.1%	12.3%
Periodicals	\$ 20,000	\$ 2,348	\$ 1,137	106.6%	11.7%
Non-Print	\$ 550,000	\$ 129,303	\$ 124,890	3.5%	23.5%
Professional Services	\$ 20,000	\$ 731	\$ 241	203.3%	3.7%
Audits & Appraisals	\$ 9,200	\$ 1,420	\$ 1,325	7.2%	15.4%
Publicity	\$ 90,000	\$ 20,039	\$ 5,778	246.8%	22.3%
Programming	\$ 200,000	\$ 39,830	\$ 27,900	42.8%	19.9%
Technical Services	\$ 45,000	\$ -	\$ -	0.0%	0.0%
Binding	\$ -	\$ -	\$ -	0.0%	0.0%
Digitizing	\$ 4,000	\$ -	\$ -	0.0%	0.0%
Automation Service Contract	\$ 102,000	\$ 44,746	\$ 44,303	1.0%	43.9%
Building Insurance	\$ 162,450	\$ 169,763	\$ 149,145	13.8%	104.5%
Unemployment Insurance	\$ 11,000	\$ -	\$ -	0.0%	0.0%
Electricity	\$ 230,000	\$ 17,792	\$ 33,266	-46.5%	7.7%
Gas	\$ 65,000	\$ 20,286	\$ 17,720	14.5%	31.2%
Water & Sewage	\$ 35,000	\$ 4,682	\$ 3,604	29.9%	13.4%
Telephones	\$ 70,000	\$ 20,559	\$ 12,812	60.5%	29.4%
Equipment Service Contracts	\$ 115,000	\$ 430	\$ 11,210	-96.2%	0.4%
Equipment Repairs	\$ 1,000	\$ -	\$ -	0.0%	0.0%
Building Services	\$ 310,000	\$ 70,214	\$ 63,520	10.5%	22.6%
Building Maintenance & Repairs	\$ 70,000	\$ 15,197	\$ 17,142	-11.3%	21.7%
Building Supplies	\$ 70,000	\$ 7,297	\$ 4,144	76.1%	10.4%
Postage	\$ 12,000	\$ 4,183	\$ 180	0.0%	34.9%
Travel, Education & Meetings	\$ 70,000	\$ 5,608	\$ 3,982	0.0%	8.0%
TOTAL CONTRACTUAL SERVICES	\$ 2,818,479	\$ 642,977	\$ 606,025	6.1%	22.8%

Library Supplies	\$ 66,000	\$ 12,500	\$ 8,837	41.5%	18.9%
Technical Supplies	\$ 33,000	\$ 3,141	\$ 2,990	5.0%	9.5%
Miscellaneous	\$ 25,000	\$ 1,366	\$ 17,002	-92.0%	5.5%
Furniture & Fixtures	\$ 10,000	\$ 2,621	\$ -	0.0%	26.2%
Automation	\$ 200,000	\$ 35,516	\$ 10,964	223.9%	17.8%
Vehicles	\$ 15,000	\$ 2,653	\$ 442	500.2%	17.7%
City Administrative Fees	\$ 200,000	\$ -	\$ -	0.0%	0.0%
TOTAL SUPPLIES & MATERIALS	\$ 549,000	\$ 57,797	\$ 40,236	43.6%	10.5%

TOTAL EXPENDITURES	\$ 9,308,961	\$ 1,666,833	\$ 1,522,213	9.5%	17.9%
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Excess/Deficiency of Revenues over Expenditures		YTD '26	YTD '25		
		\$ (558,328)	\$ (373,990)		



Peoria Public Library
Activity Plan
 2026 – 2028

Strategic Direction 1

Enhance Community Engagement *to Raise Awareness and Usage of Library Services*

Goal 1.1 Develop and enhance library partnerships to better connect with local organizations and serve more areas of the community.

Activity	Person/Group Responsible	Timeline	Evaluation Framework
Develop complete list of ongoing PPL partnerships	Beth	1 st year	By the end of the first year, we will have a comprehensive list of all current PPL active partnerships that can also be added to and used in the future
Get a space at the Peoria Riverfront Market to promote the library		2 nd /3 rd year	
Develop Summer Reading Kick-Off party at riverfront stage	Elise, Karla	1 st year	Scheduled May 30th, creating partnership with Riverfront Market and market vendors, summer reading sign-ups, assessing for future kick-off events
Purchase Book Bike to be used at multiple events in the community	Elise	1 st year	Purchase bike, available for Pedal Palooza (June 13), appear for four events in 2026

Collaborate with Trillium Place to provide service referrals to those in need at our Main library	Elise	1 st year	Has started, complete 2026 commitment, collaborate on future partnership
Advocate with the city for funding following the retirement of the library's construction bonds	Randall	1 st year	Advocate to city leadership for expanded library funding
Re-launch Regional Spelling Bee in collaboration with multiple partners	Jenni D., Elise, Veronica	1 st year	Completed, assess current bee, plan for next year
Develop Homeschool outreach through North and Outreach departments		2 nd /3 rd year	
Expand partnerships with foreign language groups that meet at North	Jamie, Bindu	1 st year	Develop partnership plan, expand partnerships with four foreign language groups
Develop partnership procedures	Beth	1 st year	Create partnership procedures that staff will use in coordination with Outreach Manager
Park District partnership (camps)	Josh and Adam	1 st year	Meet with 7 park district camps
Partnership with Peoria Players @ Lakeview	Adam and Josh	1 st year	Blood drive, display case, program on Dracula at Lakeview
Develop partnership between EP!C and North	Jamie	1 st year	Meeting with EP!C, North planters maintained by EP!C, find future projects to collaborate on
Expand relationship with Park District at McClure via Columbia Park	Kathryn	1 st year	Assist on Columbia grand opening, find future events to work on together
Add resources at McClure for more outdoor programming at McClure	Kathryn	1 st year	3 outdoor programs at McClure

Increase number of pre-schools visiting Lincoln	Cynthia	1 st year	Bringing 3 groups back to visiting Lincoln
Create and develop Riverfront Museum partnership	Veronica, Beth D.	1 st year	Access for All visits at Musuem, quarterly meetings to discuss new partnership possibilities, visit to Lakeview for storytime
Create programming @ McClure with community police officer	Kathryn, Ginger, Gwen	1 st year	Bi-weekly visits beginning Sept and lasting 2 months
Reference will develop a caregiver collection	Jenny S., Cindy, Sarah	1 st year	Develop collection(s) to be available by November
OSF partnership – packets, story times from Lincoln	Cynthia, Jorge	1 st year	Ongoing delivery of library kids activity packets for OSF children’s hospital

Goal 1.2 Provide robust core services, programs, and collections both online and in-person to support lifelong learning, expand leisure/entertainment opportunities, and meet diverse needs across the lifespan.

Activity	Person/Group Responsible	Timeline	Update
Film library programs to be shared at the library’s YouTube page		2 nd year	
Research Library of Things in order to pick items that could be circulated effectively at multiple library locations	Sarah, Jamie, Mary, JJ	1 st year	Research libraries implementation of Things library, make some items available to patrons before end of ’26, develop further based on successes
Use Library of Things research to develop/deploy collection	Sarah, JJ	1 st year/2 nd year	Deploy some low-cost items by the end of the first year
Offer how-to programming with particular emphasis on those tools and software		2 nd /3 rd year	

available in Library of Things and at maker spaces			
Offer walk-up computers to all patrons that can be used at any location anytime without logging on – express stations (?)		2 nd /3 rd year	
(Offer diversified programming)		2 nd /3 rd year	
(Increase accessibility of programs)		2 nd /3 rd year	
Multi-cultural programming @ North—dual-language story times, cooking around the world programs, language-learning programs	JAMie	1 st year	2 programs this year
Expand foreign language collection @ North	Jamie	1 st year	Planning on collection expansion to be implemented in 2 nd year
Develop used book distribution procedures	Veronica and team	1 st year	Develop procedure for distribution of used books given to library
Create a weeding schedule for each location	Sarah, Emily B.	1 st year	An annual weeding schedule will be developed and in use
Add more collection display furniture	Sarah, Rufus		
Develop PPL Recommends program for selecting and promoting excellent books	Sarah	1 st year	Build committee for program, 2 lists (adult and teen), 2 events to promote
Use Collection HQ data for selection and promotion	Sarah	1 st year	Expand Collection HQ datasets this year to begin to use recommended purchases
Create a leased materials collection	Sarah	1 st year	Add leased books to help meet bestseller demand
Circulation will develop short service surveys	Emily B.	1 st year	Develop and begin to use service survey at all locations

Advocate to RSA for improved ILS functionality	2 nd /3 rd year		
TS and Reference will develop core genealogy collection of all locations	Jenny S.	1 st year	Core genealogy collection will be deployed at all five locations
Add notary services at all locations	2 nd /3 rd year		
Lakeview will develop LGBTQ discussion group	2 nd /3 rd year		

Goal 1.3 Enhance external communications and promotions to better inform the community about all the library offers.

Activity	Person/Group Responsible	Timeline	Evaluation Framework
Develop Marketing Plan	Jenni	1 st year	A full marketing plan will be developed
Develop instrument to collect patron feedback on Strat Plan projects	Jenni	1 st year	Develop and distribute survey to patrons
Conduct a website UX evaluation	Jenni	1 st year	We will collect feedback from multiple patrons on the use of the website
Add staff-created videos to library TikTok and YouTube accounts	Jenni	1 st year	10 videos combined posted to both accounts
Develop/deploy new library logo	Jenni	1 st year	New library logo will be deployed
Create and distribute Summer Reading guide	Jenni	1 st year	Summer Reading guide will be printed and distributed
Develop paid media campaigns	Jenni	1 st year	Continue to release “You Are Peoria Public Library” videos across multiple media platforms
Create new welcome brochure with map of Main included	Jenni	1 st year	Brochure developed, available to patrons

Circulation will develop new welcome bag for new cardholders	Emily B.	1 st year	Available for all locations by end of the year
Deploy Boardable software	Veronica	1 st year	Boardable software will be used for board meetings

Strategic Direction 2

Invest in Staff Development and Internal Culture *to Ensure a Thriving Organization*

Goal 2.1 Provide staff training and learning opportunities to increase knowledge that benefits patrons and community.

Activity	Person/Group Responsible	Timeline	Evaluation Framework
Promote available training opportunities to all staff, including Udemey	Randall	1 st year	Share information with staff about what educational opportunities are available
Poll staff for subjects on which they would like to receive training	Randall	1 st year	Staff will share info on what they would like to see for educational training
Find resources, currently available and not yet available, to address staff training requests	Randall, Veronica	1 st year	With the use of staff feedback, develop educational resources to meet training needs
Refine onboarding process	Jenny Ulrich	1 st year	Review current onboarding checklist and revise as needed
Develop exit interview process to improve workplace	Jenny Ulrich	1 st year	Develop and use new exit interview process
Update sexual harassment training platform	Jenny Ulrich	1 st year	Deploy new sexual harassment training platform
Research cross-training programs at multi-branch systems	Kathyrn, Jenny S.	1 st year	Present findings to Mgmt Team
Develop/deploy cross-training program		2 nd /3 rd year	
Develop Reader's Advisory training for public-facing staff	Sarah	2 nd year	

TS department will participate in more cataloging training	Jennifer	1 st year	Team will complete 20 hours of additional cataloging training
Develop mental health first aid training	Security Manager	1 st year	Research mental health awareness training to use for staff

Goal 2.2 Improve internal culture and communication to strengthen collaboration and team dynamics.

Activity	Person/Group Responsible	Timeline	Evaluation Framework
Welcome bag for new staff	Admin team	1 st year	Prepare bags and begin distributing
Develop/deploy cross-training program		2 nd /3 rd year	
TS department will participate in more Outreach events	Jennifer and Elise	1st year	Find more opportunities for Outreach to participate in library events
Creating Teams groups for different locations, tasks, projects to assist in collaboration and communications	Management Team	1 st year	Deploy Teams groups as needed to improve intra-department and inter-department communication
Staff-specific prizes for events like Summer Reading	Elise	1 st year	Will begin offering prizes for staff as part of 2026 summer reading
Internal newsletter sharing staff stories, successes, profiles		2 nd /3 rd year	
Materials to be shared for different groups through Sharepoint		2 nd /3 rd year	
Emails (?) sharing library visits, successes, programs—Teams?		2 nd /3 rd year	
Research additional Staff Day awards		2 nd /3 rd year	

Goal 2.3 Strengthen the future of the organization by addressing staff development needs in order to further develop a thriving and engaged staff.

Activity	Person/Group Responsible	Timeline	Evaluation Framework
Update job descriptions	Randall, Veronica	1 st year	Job descriptions for all departments will be updated
Every department head should complete succession plan	Randall	1 st year	Investigate existing succession plans and direct staff I directly supervise how to prep

Strategic Direction 3

Focus on Facilities to Allow for Accessibility, Safety and Comfort at all Locations

Goal 3.1 Undertake functionality, sustainability, safety, and accessibility updates that will improve both short- and long-term usage at all facilities.

Activity	Person/Group Responsible	Timeline	Evaluation Framework
Review building update and maintenance plan and undertake needed and preventative maintenance		2 nd year/3 rd year	
Improve ADA compliance and accessibility at all buildings		2 nd year/3 rd year	
Repaint parking lines at all locations as needed	Chandler, Jerry, Rufus	1 st year	Repaint all lots by end of year
Update outdoor lighting	Rufus	2 nd year/3 rd year	
NARCAN training and NARCAN replacement plan	Security Manager	1 st year	Will provide annual NARCAN training
Review exterior library signage with potential to replace	Rufus, Jenni D., Chandler, Jerry	1 st year	Present recommendations to Randall

Add concave mirrors where needed	Rufus	1 st year	Speak to managers
Update badge reader system		2nd year/3rd year	
Add panic/emergency call buttons		2nd year/3rd year	
Develop Person in Charge procedure for all locations	Public Service Managers	1 st year	Veronica will lead pub srvc mgrs in procedure development and present to Randall for approval
Add social work resources to Main	Elise	1 st year	Create a space at library to have outside social service groups help patrons in need
Update security camera system and add cameras where needed	Phil	1 st year	Update existing system and add new cameras, software, hardware by end of Fall with branch manager collaboration and branch manager access to cameras/footage
Add LED lighting to all locations	Rufus	1 st year	Each location's interior lighting will be replaced with LED lighting
Measure space between all shelving for accessibility and see if shelf shifting is possible		2 nd /3 rd Year	
Add accessible bathroom entry doors at all locations	Rufus	1 st year	At least one male and female public restroom at each location will have accessible entry doors installed
2nd info desk opening at North		2nd year/3rd year	
Work with third party to examine accessibility at all locations		2nd year/3rd year	

Add mobility aids like walkers and walker seats		2nd year/3rd year	
Add cashless options for printing and copying	Phil	1 st year	Patrons will be able to pay with credit/debit cards for printing and copying
Create computer stations at North closer to front door for internet search	Phil	1 st year	Test computer set up for patrons near front entrance
Add public-facing 3D printing at Lincoln	Cynthia	1 st year	Purchase and deploy printer for public use
Develop 3D printing procedures	Cynthia	1 st year	Deliver procedures to Randall for approval
Create AI policy for library		2nd year/3rd year	
Develop IT tech deployment schedule	Phil	1 st year	Create schedule for future deployment of core systems
Prepare old board room for new uses	Randall	1 st year	Remove old unused items from board room to prepare for future uses
Add room set-up options pictures on Library Market		2 nd year/3 rd year	
Purchase new, more durable employee badges	Rufus	1st year	Distribute new badges to staff and board
Update checkout hardware	Phil	1 st year	Upgrade all self-check hold/discharge computers updated to Windows 11 and upgrade check-out server
Circulation will research faster, updated temporary online card applications	Emily	1 st year	Will research and have a recommendation for deployment at the end of the year
Programming will develop program accessibility procedures		2 nd /3 rd year	

Programming will develop procedures for addressing sensory issues in programs		2 nd /3 rd year	

Goal 3.2 Ensure comfortable, welcoming, and flexible spaces that provide areas for meetings and both quiet and social uses.

Activity	Person/Group Responsible	Timeline	Evaluation Framework
Work with designers to create suitable space at each location for children and teens		2 nd year/3 rd year	
Add makerspace areas at each location		2 nd year/3 rd year	
Update meeting spaces adding soundproofing where needed		2 nd year/3 rd year	
Develop outdoor spaces for use where possible, e.g., seating, shade, tables		2 nd year/3 rd year	
Investigate mobile charging solutions, including new furniture with charging capability		2 nd year/3 rd year	
Purchase furniture for Lincoln with Carnegie Funds	Cynthia	1 st year	Purchase additional furniture for Lincoln using the special Carnegie funds
Maintenance will update daily and monthly task lists	Rufus	1 st year	Develop and deploy two updated task lists
Expand Maintenance department	Rufus	1 st year	Adding additional staff, including assistant supervisor
Enhanced cleaning training for all maintenance employees	Rufus	1 st year	Will offer training on additional cleaning procedures

Goal 3.3 Implement updated security procedures and training to better serve staff and patrons.

Activity	Person/Group Responsible	Timeline	Evaluation Framework
Provide de-escalation training for staff	Security Manager	1 st year	Lead de-escalation training at all locations
Hold annual disaster and incident trainings, including CPR and first aid	Randall, Veronica, Security Mgr	1 st year	Veronica will complete disaster manual, first annual safety training will be held
Conduct human trafficking training		2 nd year/3 rd year	
Outline communication lines and procedures for emergencies	Security Manager	1 st year	New Security Mgr will refine emergency response procedures and share with staff

DRAFT

Director's Goals for 1st Quarter of 2026

As we work with the Management Team to develop goals for the first year and beyond as part of our planning process, I've created some short term goals for the 1st quarter of 2026 based on the strategic plan goals. My plan is to have these completed by the end of March and to report on them to the committee in April 2026. At the same meeting, I'll present goals for quarters 2-4.

1st Meeting Updates — 1/15/26

2nd Meeting Updates — 5/8/26

Strategic Direction 1

Enhance Community Engagement

- **Goal 1.1**
Develop and enhance library partnerships

Host regional Scripps Spelling Bee. Our Spelling Bee will cover 8 counties – Peoria, Tazewell, Woodford, Fulton, Mason, Marshall, Putnam and Stark—and feature library patrons from across the area.

Jennifer Davis and I had initial meetings with Scripps, I signed off on the partnerships and Jennifer has been gathering a team and signing up schools We have also both been promoting the program in the media.

We have completed the Scripps Spelling Bee and are reviewing the contract in order to participate again next year.

- **Goal 1.2**
Provide robust core services, programs and collections, both online and in-person

Work with Jennifer Davis to promote new digital Journal Star collection.

Along with spelling bee promotion, Jennifer and I have been promoting this program through multiple media streams.

Promotion continued along multiple media streams. I have done TV and print interviews. Will speak about this and other library programs and services at Rotary Club in June.

- **Goal 1.3**
Enhance External Communication

Work with Veronica to put Boardable software in place to expand board communication to the public, including library staff.

Veronica and I met with Boardable reps and have received orientation. Veronica has been learning the software, and we will be scheduling a board training in order to go live with the product in time for our February meeting.

Boardable has been integrated into our board and committee meetings.

Strategic Direction 2

Invest in Staff Development and Internal Culture

- **Goal 2.1**
Provide staff training and learning opportunities

Promote our tuition reimbursement policy and other staff education opportunities.

We share this information with staff on an ongoing basis and people continue to sign up for educational opportunities, but more work is needed to make staff aware of the full array of ways they can take advantage of what we offer.

- **Goal 2.2**
Improve internal culture and communication

Weekly email updates from Executive Director to staff with news and important info about upcoming programs, services, etc.

I have already begun this project alongside regular weekly board updates. These will be sent out usually on Fridays unless there is additional news that needs to be shared sooner.

I have continued to send out updates to our staff and board.

Executive Director Office Hours at multiple locations where the Executive Director visits different locations and departments throughout the month and gives staff opportunity to set up appointments or to pop in or talk about library ideas and answer questions.

My first visit is taking place January 14th at North from 1-3 pm.

I have been visiting more locations, including office hours at our branches and will continue—cycling through our different locations.

- **Goal 2.3**
Strengthen the future of the organization by addressing staff development needs

Poll staff to gather information about training needs in order to provide them to staff or help them find relevant training resources.

I have not worked on this project yet. I want to think about staff ed more closely with my management team more holistically now that our 1st year activity schedule is completed.

Strategic Direction 3

Focus on Facilities

- **Goal 3.1**
Undertake the functionality, sustainability, safety and accessibility updates

To improve staff safety, plans will be developed to move the North book drop closer to the front entrance to reduce staff travel across the library's parking lot.

Rufus and I have picked out the necessary equipment, book drop location and a bulletin board to be placed at the pergola under which the book drop currently sits. I have spoken to the Building Committee about this project, and we will begin in the Spring when the newly poured concrete will set more effectively.

All needed materials are ordered and are arriving in the next two weeks. I believe this will be finished before the end of May.

Implement free parking plan at Main. Test its viability and make changes as needed.

Rufus and I have shared the plan to change the parking lot at Main. We will be purchasing signs and placing them at Main in the Spring.

We have created and ordered the needed signage. This will go into effect this month.

Work on hours of operation study to determine if the current hours of operation are best serving the public's needs.

Mary Anderson, Lakeview branch manager, has been gathering 2025 library traffic data and will continue compiling data from the 1st quarter of 2026.

The 2025 traffic data is compiled, and I will share a brief overview of my preliminary recommendations at our Strategic Plan Committee meeting.

- **Goal 3.2: Ensure comfortable, welcoming and flexible spaces**

Begin discussions with staff about updates to children’s areas at all locations in order to create proposals for designers.

I have had some discussions with staff and management, but we have not begun meaningful planning on children and teen spaces yet.

Gather information on mobile privacy spaces—costs, features, etc.—in order to consider purchasing them for library locations.

Veronica and I have been gathering information online and in-person to compare different prices and models. I will speak to some salesman of these products at the upcoming ALA conference. We will purchase one unit for our Main branch where space is more plentiful and test its usefulness.

- **3.3 Implement updated security procedures and training**

Complete updated Emergency Manual.

Veronica has completed a draft of the manual. I will be reviewing this and sharing the manual with the board this quarter.

Plan new Annual All-Staff Morning Safety Meeting to be held in 2026 and beyond. At these annual meetings, we will discuss safety practices and review new and existing library policies.

We have begun our search for a library Security Manager. One of their responsibilities will be staff education on emergency and safety practices. We may possibly have them conduct training at each location regularly on different topics. Once they are hired and in place, we will discuss whether all staff or by branch training is more efficient.