

# PARIS CARNEGIE PUBLIC LIBRARY

## FINANCE REPORT Mar 2009

<u>CITY FUNDS</u>	<u>Budget</u>	<u>Expended</u> <u>this month</u>	<u>Expended</u> <u>to date</u>	<u>Balance</u>
<b>Library staff</b>	97000.00	7032.84	84951.09	12048.91
Health	6000.00	507.46	5514.35	485.65
Life	180.00	0.00	144.00	36.00
Unemployment	700.00	0.00	396.77	303.23
Workers Comp	350.00	0.00	268.00	82.00
Temporary	2000.00	0.00	1340.77	659.23
<b>Books and periodicals</b>	6000.00	268.71	4696.05	1303.95
<b>Repairs &amp; maintenance</b>	1200.00	0.00	550.00	650.00
Grounds maintenance	100.00	0.00	493.84	-393.84
Equipment repair	1000.00	687.67	1087.67	-87.67
<b>Insurance</b>				
Liability & Property	3200.00	3064.00	3064.00	136.00
<b>Utilities</b>	9500.00	0.00	5923.29	3576.71
<b>Contingency</b>	<u>1000.00</u>			
<b>TOTALS</b>	<b>128230.00</b>	<b>11560.68</b>	<b>108429.83</b>	<b>19800.17</b>

### OTHER RECEIPTS

(excludes tax and trust fund income)

	<b>This month</b>	<b>YTD</b>
Gifts	0.00	35235.79
Per capita grant	0.00	0.00
Other grants	0.00	1000.00
Dividend income	300.00	1200.00
Interest income	433.01	1607.89
All other income	1158.68	14350.64

(nonresident cards, fines, copies, fax, etc.)

### OTHER EXPENDITURES

	<b>This month</b>	<b>YTD</b>
Building & Grounds	235.85	11805.81
Library Services (Programs, Supplies, etc.)	944.06	14198.15
Materials (Books, Periodicals, Audio, Video)	514.52	12853.80
Personnel: Continuing Education & Mileage	0.00	66.50
Lucy Bishop Fund (nonfiction materials)	258.64	3921.33
Pear Fund (nonfiction materials)	157.99	3304.93
Building Fund	0.00	3647.19

# PARIS CARNEGIE PUBLIC LIBRARY

March 2009

## Registration

	Adult	Children	Total
Total Last Month	3250	837	4087
Added	43	11	54
Withdrawn	0	0	0
<b>Total Borrowers</b>	<b>3293</b>	<b>848</b>	<b>4141</b>

## Nonresident Cards (households)

Total Last Month	292
Added	2
Withdrawn	0
Renewed	14
<b>Total</b>	<b>294</b>

## Holdings

	Adult	Children	Total
Books			
Previous total	21914	10387	32301
Volumes Added	72	23	95
Volumes Lost	1	3	4
Volumes Withdrawn	9	3	12
<b>Total</b>	<b>21976</b>	<b>10404</b>	<b>32380</b>
Videos: 770	Audiobook 354	Microfilm 69	

## Circulation

**4486**

checkout	4214
phone renewal	135
in-library renewal	53
OPAC renewal	83
offline	1
From other libraries	367
reciprocal borrowing	304
Sent to other libraries	331

## Overdue items this month

1st notice	135
2nd notice	51
3rd notice	36

Requests placed	440
Computer users	1199
Program attendance	123
Reference questions	1042
Visits to website	2186

## **Board Meeting Agenda**

April 13, 2009

Call to order

Minutes of last meeting

Committee and other reports to be approved

Finance report

Book committee (Roxanne) – Lucy Bishop

House committee (Jerry & Greg)

Downspout extension by north door damaged again

Statistical report (Teresa)

### Old business

Digital grant update

Financial concerns as a result of late per capita

### New business

Amy's report

Author visit May 5 – reading and book signing – need refreshments

### Librarian's announcements

Illinois Skills Workshop April 21

**LTLS will upgrade Horizon on April 16** – we will have to rely on backup system for at least half the day – will be unable to check in items, issue or renew library cards, make requests, process interlibrary loan items, accept payment of fines (or even know if there are outstanding fines) during that period. LINC will also be down during the upgrade.

Next meeting: May 4 (note change to 1<sup>st</sup> Monday this month only)

**Paris Public Library  
Board of Trustees  
March 9, 2009**

The regularly scheduled meeting of the Board of Trustees was called to order at 4:30 p.m. by President Peg Giesler. In attendance were Trustees Mary Taylor, Mary Ann Tucker, Susan Punzelt, Amy McGilvrey, Sharon Farris, and Librarian Teresa Pennington. Absent: Trustees Jerry Cockcroft and Greg McHenry.

**Minutes of Previous Meeting:**

Minutes were reviewed. Motion: Tucker, second Punzelt to approve minutes as read. Motion carried.

**Finance Report:**

Finance report was reviewed. Motion: McGilvrey, second Farris to approve report as read. Motion carried.

**Book Committee:**

Motion: Tucker, second Farris to approve 15 titles of nonfiction for purchase through the Lucy Bishop Fund. Motion carried.

**House Committee:**

\*Pennington reported that the emergency elevator phone (required by state) was installed at a cost of \$687 to run the wiring from the furnace room to the elevator, \$400 to purchase the actual phone and install it in the elevator, and \$66 for Verizon to connect the phone service.

\*Art Reese will give an estimate for new fluorescent lights, light covers and installation in the original sections of the building.

\*The downspout extension nearest the north door has been damaged again.

\*Shanks Glass and Paint will install a new door closer for the single door between the old and new sections of the building downstairs.

**Librarian's Report (Statistics):**

Motion: Tucker, second Punzelt to approve the report as read. Motion carried.

**Old Business:**

The board saw the large screen TV and DVD/VHS player and cart, purchased with WalMart Foundation community grant money. The equipment will be used for library programs and is also available to organizations or groups using library meeting rooms.

**New Business:**

\*Tucker and Farris were appointed to the Budget Committee.

The library is exploring the possibility of applying for a grant to replace five computers. This would be a matching grant, where the library would have to raise matching funds of \$1950 by February 2010 and \$2600 by February 2011.

\*The library has hired new employee Debra Sims who will start Tuesday March 17, 2009. She will assume Children's Librarian responsibilities at the start of the library's new fiscal year, May 1, 2009, when Julie Eveland resigns her position as Children's Librarian and starts part time.

\*Pennington would like to apply for a grant called "Digital Imaging." The grant awards from \$5,000 to \$25,000 to put "collections of significant interest" online. This is a federal grant administered through the state. Pennington will talk to the Edgar County Historical Society to see if they would like to partner with the library to digitize and add their photos to the library's 6-volume set of books The Story of Paris and Edgar County by Phil Shutt. The library owns the only copy of Shutt's books, and Pennington believes the photos and books together will be worthy of the grant.

\*The library will not get its annual Per Capita Grant—this year \$10,981.35—until June or later.

Discussion about temporarily borrowing funds from another account to pay continuing expenses until grant check is received.

\*Giesler reported the library is asking for donations of new or gently used DVDs to add to its collection.

\*McGilvrey will research starting a Paris chapter of "The Big Read," and organizing a concurrent book discussion.

**Librarian's Announcements:**

Lincoln Trails Library System will upgrade Horizon on April 16 from 8:00 a.m. until approximately 12:00 p.m. During that time, our library will be unable to check in items, issue or renew library cards, make requests, process interlibrary loan items, accept payment of fines (or even know if there are outstanding fines). It will, however, be able to use the backup system to check out books. LINC will also be down during the upgrade.

\*Pennington distributed an FYI sheet featuring articles from ALA and LTLS about a one-year stay of enforcement on testing for lead in children's books.

Next Meeting will be April 13, 2009.

Meeting adjourned at 5:35 p.m.

Respectfully submitted,  
Mary Taylor, Secretary

YOUR ACCOUNT NO

L 50607-1

EXPERIENCE YOU CAN COUNT ON

# BAKER & TAYLOR

a GRACE company

YOUR ORDER NO

YOUR ORDER DATE

4/09NF

Charge To

Address

NON-FICTION/L.BISHOP

Ship To

Address

Midwestern Division

501 S. Gladiolus Str

Mornence, IL 60954

(815) 472-2444

## INSURE SPEED BY NUMBER

quant	ISBN	AUTHOR	PUBLISHER	TITLE	PPR
	978-1-9333-0825-8	Crust	Brickling	Eye candy quilts:	19.95
	978-0-7432-7813-3	Deen	Simon	Deen family cookbook.	26.00
	978-1-0093-7	DesGarennes	Avalon	Illinois, 2d ed. (Moon Handbooks)	19.95
	978-0-8819-2050-8	DiSabato-Aust	Timber	50 high-impact, low-care garden plants:	16.95
	978-0-307-38790-5	Epping	Vintage	The 21st C. economy: a beg's. guide.	14.95
	978-0-06-073659-0	Gulley	Harper	I love you, Miss Huddleston:	21.99
	1-5615-8973-x	Johnston	Taunton	Green from the ground up:	24.95
	978-1-57859-193-0	Liu	VisibleINK	The handy astronomy answer book.	21.95
	978-0-684-03174-3	Lothian	PB	Official Lamaze guide:	12.00
	978-1-4000-8277-3	Obama	3Rivers	Dreams of my father. (REPL)	14.95
	978-1-57731-659-6	Palmer	NEWorld	Clutter busting:	13.95
	978-1-5518-0838-3	Parker	SElfcounsel	Do your own home staging.	21.95
	978-0-393-33125-7	Schmidt	Norton	CLimate change: picturing the science.	24.95
	978-0-4252-2378-9	Schor	BErkley	The nursing home guide:	16.00
	978-0-316-77907-4	Sears	LittleB	The birth book. (REPL)	14.00
	978-1-6005-9315-4	Shrader	Lark	Sweet booties!and blankets, bonnets,....	22.95
	978-0-06-143139-5	Stein	Harper	How the states got their shapes.	14.95
	978-1-5615-8827-5	Susanka	Taunton	Not so big remodeling: tailoring...	32.00
	978-0-06-117098-0	Ward	Harper	Downsizing your home w/style:	17.95
	978-0-3760-1348-4		Sunset	backyards:Sunset design guide.	22.95
	978-0-452-29012-9		Plume	Earth talk:expert answers...	15.00

YOUR ACCOUNT NO.

L 02019-8

EXPERIENCE YOU CAN COUNT ON

**BAKER & TAYLOR**

a GRACE company

YOUR ORDER NO.

4/09F

YOUR ORDER DATE

Charge To  
Address

FICTION

Ship To  
AddressMidwestern Division  
501 S. Gladiolus Str.  
Mokenca, IL 60951  
(815) 472-2444*I*NSURE *S*PEED *B*Y *N*UMBER

quant	ISBN	AUTHOR	PUBLISHER	TITLE	PP1
	978-0-425-22609-4	Albert	Berkley	Wormwood.	24.95
	978-0-7642-0110-3	Alexander	Baker	Remembered (#3:3)	13.99
	978-0-4665-3975-3	Baldacci	GC	First family.	27.99
	978-0-440-24423-3	Balogh	Dell	Then comes seduction.	7.99
	978-0-7783-2668-7	Bond	Mira	Body movers: 4 bodies & a funeral.(#4)	6.99
	978-0-451-22577-1	Callahan	Signet	Lone Star woman.	6.99
	978-0-312-34339-2	Cannell	Minatour	She shoots to conquer.	24.95
	978-0-7783-2664-9	Carr	Mira	Paradise Valley.	6.99
	978-1-4165-3316-0	Chiaverini	Simon	The lost quilter.	24.00
	978-1-4165-7086-8	Clark	Simon	Just take my heart.	25.95
	978-0-312-36944-6	Cleland	StMartin	Killer keepsakes.	24.95
	978-0-525-95105-6	Coben	Dutton	Long lost.	26.95
	978-0-451-22656-3	Compton	NAL	Outlaw's reckoning.	5.99
	978-0-06-134813-6	Davidson	Harper	Fatally flaky.	25.95
	978-0-7369-2732-1	Ellis	Harvest	A widow's hope.	13.99
	978-0-312-36329-1	Freeman	StMartin	In the dark.	24.95
	978-0-312-36811-1	JOhansen	StMartin	Deadlock.	26.95
	978-0-312-37821-9	Karp	StMartin	Flipping out.	24.95
	978-0-7653-1520-5	Kelton	StMartin	Ranger's law.	16.95
	978-0-7653-6056-4	Kelton	Tor	The buckskin line.	6.99
	978-0-7653-6029-8	Kelton	Forge	Many a river.	6.99
	978-1-57856-980-9	Kirkpatrick	Waterbrook	A flikering light.	13.99
		larkin		Getting old is the best revenge. (REPL)	6.99
	978-0-7642-0571-2	Lewis	Bethany	The secret.	13.99
	978-1-4165-9338-6	Lutz	Simon	Revenge of the Spellmans.	25.00
	978-0-307-37810-1	McCall-Smith	Pantheon	Tea time for the traditionally built.	23.95
	978-0-451-22633-4	McLane	NAL	Redneck Cinderella.	6.99
	978-0-7387-1247-5	Malliet	MidnightInk	Death & <sup>the</sup> lit chick.	14.95
	978-0-7783-2549-9	Matlock	Mira	Cold tea on a hot day.	6.99
	978-0-8439-6150-8	Paine	Leisure	Gunman.	5.99

# INSURE SPEED BY NUMBER

quant	ISBN	AUTHOR	PUBLISHER	TITLE	PP
	978-0-316-01876-0	Patterson	LittleB	8th confession.	27.99
	978-0-7642-0149-3	Peterson	Bethany	A love to last forever. (#2;3)	13.99
	978-0-7434-5455-1	Piccoult	WashSqPr	Vanishing act. (REPL)	16.00
	978-0-312-3544-2	Pickens	StMartin	Can't never tell.	24.95
	978-0-670-02065-2	Ross	Viking	Miss Julia delivers the goods.	24.95
	978-1-7387-1472-1	Stanley	MidnightInk	The battered body.	13.95
	978-0-425-22694-0	THomas	Berkley	Rewriting Monday.	7.99
	978-0-7783-2626-7	Woods	Mira	THE inn at Eagle Point. (#1:3)	7.99
	978-0-399-15578-9	Woods	Putnam	Loitering with intent.	25.95