



Library Board of Trustees Meeting
Regular Meeting Monday, March 11, 2024 at 6:30pm
Galena Public Library - Historical Room

AGENDA

1. Call to order, roll call
2. Citizen comments (3 minutes per person, 15 minutes total)
3. Consent Agenda (ACTION)
 - a. Approval of minutes for Regular meeting February 12, 2024
 - b. Approval of bills paid/payable: 02/10/2024 - 03/08/2024
4. Financial Report
5. Treasurer's Report (ACTION)
 - a. Discussion and possible action of reinvestment of Virtue funds
6. Friends Report
7. Library Director's Report
8. Board President's Report
9. Committees
 - a. Building & Grounds - Blaum
 - b. Decennial - Walker
 - c. Finance - Beadle
 - d. HR - Rector
 - e. Policy - Walker
10. Old Business
11. New Business
12. Closed Session
13. Items for next agenda
14. Announcements
15. Adjournment

Next Meeting: Monday, April 8th, 2024 at Galena Public Library, 601 S. Bench St., Galena, IL 61036

3a. CONSENT AGENDA: APPROVAL OF MINUTES FOR REGULAR MEETING FEBRUARY 15, 2024

Library Minutes February 12, 2024 - Draft

Call to Order, roll call

President Johnson called the meeting to order at 6:31pm. Trustees Sprengelmeyer, Vanderpool, Beadle, Blaum, and Johnson were present. Maria Rector and Katherine Walker were absent. Library Director Jenna Diedrich was also present. Due to Walker's absence, Johnson appointed Diedrich to take minutes.

Citizen comments

Gloria Junge apologized for last month's comments regarding the library defrauding the tax payers due to financial omissions. Junge stated the board is responsible for the financials, not the director. Junge also mentioned that her efforts at the meeting are not against the director, but for the board and for the library. Craig Albaugh requested the American Flag be moved from the Historical Room to the main floor of the library.

Consent Agenda

The consent agenda had the wrong year for the minutes and bills paid/payable. Johnson corrected the year of the minutes and the bills paid/payable time frame. Beadle noticed that her first name spelled incorrectly. Diedrich presented a bill from Ron Leinen to be included.

Beadle moved to approve minutes with correction to the minutes and the additional Vanderpool seconded.

Vote: Vanderpool- aye, Sprengelmeyer- aye, Beadle-aye , Blaum- aye, Johnson-aye. Motion carries.

Financial Report

Honkamp issued final financial statements. All monthly statements from here on out will not be marked with the preliminary watermark.

Treasurer's Report

Beadle is still working on signature cards at all the banks. Diedrich went over the Semi-Annual Treasurer's Report.

Friends Report

Karin Block presented for the Friends. Friends are starting to prepare for the Book Sale and the Annual meeting. Donations for the Book Sale will begin on March 4th. Weeding teams will start to meet weekly shortly after. There will be advertisements in the Dubuque 365, Galena Gazette, and Territory Times asking for donations. The book sale will be at GEMS - contract is in progress. The tentative date for the Annual Meeting is the end of June.

Library Director's Report

Diedrich is still waiting on Crescent Electric for information regarding the broken globes for the front lamp posts. An invoice was received, but was not included in the accounts payable as the library doesn't actually have the globes.

Board President's Report

No report

Committees

Building & Grounds - No report. Recent meeting was canceled

Decennial - No report.

Finance - No report.

HR - No Report.

Policy

Vanderpool reported that the Committee had decided to not recommend adding an additional citizen comment portion at the end of the meeting. The reason being that the committee did not find that it would be productive. Vanderpool reminded the board that it has a general email that citizens may always utilize to contact trustees. Beadle requested the Policy committee revisit the citizen comment section in the future.

- a. Budget & Internal Finance Policy: Sprengelmeyer informed the board of a few grammatical errors. Vanderpool moved to approve the revisions. Beadle seconded.
Vote: Sprengelmeyer-aye, Vanderpool-aye, Beadle-aye, Blaum-aye, Johnson-aye. Motion carried.
- b. Investment Policy: Sprengelmeyer moved to approve the revisions. Blaum seconded.
Vote: Beadle-aye, Blaum-aye, Vanderpool-aye, Sprengelmeyer-aye, Johnson-aye. Motion carried.
- c. Volunteer Policy: Vanderpool presented the changes to the policy. Sprengelmeyer noted that volunteers may be relieved from duties from both the Library Director and the library staff. Blaum moved to approve the updated policy. Vanderpool seconded.
Vote: Blaum-aye, Sprengelmeyer-aye, Beadle-aye, Vanderpool-aye, Johnson-aye. Motion carried.

Old Business

Beadle would like to discuss moving the American flag back upstairs. Diedrich informed that the staff had requested the flag be moved downstairs as it seemed appropriate to have it in the Historical Room. The library does have a flag pole at the front entrance as well.

New Business

- a. Resolution #24-01: Blaum moved to approve Resolution #24-01 Approval of Bank Signatories.. Beadle seconded.
Vote: Sprengelmeyer-aye, Vanderpool-aye, Beadle-aye, Blaum-aye, Johnson-aye. Motion carried.
- b. Resolution #24-02: Blaum moved to approve Resolution #24-02 Approval of Credit Card Signatories. Vanderpool seconded.
Vote: Beadle-aye, Vanderpool-aye, Sprengelmeyer-aye, Blaum-aye, Johnson-aye. Motion carried.
- c. Pride Picnic: Blaum moved to approve the 4th Annual Pride Picnic. Sprengelmeyer seconded.
Vote: Vanderpool-aye, Blaum-aye, Sprengelmeyer-aye, Beadle-aye, Johnson-aye. Motion carried.

Closed Session

Vanderpool moved to go into closed session at 7:08pm. Blaum seconded. Vote

Discussion and possible action on closed session discussions

The board reconvened in open session at 7:31pm. No action was taken on closed session discussions.

Items for next agenda

Beadle suggested including the American flag's location as an action item.

Announcements

Diedrich shared that the City Council approved the Pride Picnic at their meeting.

Adjournment

Johnson adjourned the meeting at 7:35pm

Respectfully submitted,
Jenna Diedrich
Library Director

3b. CONSENT AGENDA: APPROVAL OF BILLS PAID/PAYABLE: 02/10/2024 - 03/08/2024

Galena Public Library District

A/P Aging Summary

As of March 8, 2024

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Access Systems					-146.65	\$ -146.65
Findaway World LLC	582.65					\$582.65
Kanopy	33.00					\$33.00
Marcie Rendon	200.00					\$200.00
Maria Rector	75.00					\$75.00
Midwest Tape	407.43					\$407.43
Patricia Skalka	150.00					\$150.00
Scott McKinsey	700.00					\$700.00
Steven Miller	150.00					\$150.00
Tracy Lee Roberts	250.00					\$250.00
TOTAL	\$2,548.08	\$0.00	\$0.00	\$0.00	\$ -146.65	\$2,401.43

Galena Public Library District

Check Detail

February 10 - March 8, 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
1050 IB&T Checking						
1051 IB&T-Corporate Fund						
02/14/2024	Bill Payment (Check)	22989	First Community Bank		R	-60.00
						-60.00
02/14/2024	Bill Payment (Check)	22990	Jo Daviess County Transit		R	-5.00
						-5.00
02/14/2024	Bill Payment (Check)	22991	B. L. Murray Co, Inc.		R	-129.96
						-129.96
02/14/2024	Bill Payment (Check)	22992	Elite Plumbing		R	-485.66
						-485.66
02/14/2024	Bill Payment (Check)	22993	Findaway World LLC		R	-529.40
						-529.40
02/14/2024	Bill Payment (Check)	22994	Five Star Plumbing		R	-110.00
						-110.00
02/14/2024	Bill Payment (Check)	22995	Kanopy		R	-124.00
						-124.00
02/14/2024	Bill Payment (Check)	22996	Midwest Tape			-356.07
						-356.07
02/14/2024	Bill Payment (Check)	22997	Petty Cash			-10.00
						-10.00
02/14/2024	Bill Payment (Check)	22998	Illinois Library Association		R	-85.00
						-85.00
02/14/2024	Bill Payment (Check)	22999	Roth & Leinen, P.C.		R	-270.00
						-270.00
02/15/2024	Expenditure		City of Galena	Water & sewer	R	-24.26
						24.26
02/15/2024	Expenditure		Payroll		R	-
						8,620.61
						-
						8,620.61
02/16/2024	Expenditure	9955065134	Verizon	Hotspot wi-fi charges and new hotspot	R	-216.06
						216.06
02/20/2024	Expenditure		Card Services - Galena State Bank		R	-
						1,222.10
				Adult/Youth AV, Netflix subscription, AppleTV+ subscription,		356.28
				Youth - snacks, program supplies		159.91
				Ring Central January		211.95
				shipping and postage		7.84
				copy paper, cleaning supplies, kleenex, paper towel, ice cold packs, cups, and		326.11

Galena Public Library District

Check Detail

February 10 - March 8, 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
				thermal paper		
				Adult - gift cards and stickers for trivia,		63.59
				Newspapers.com subscription - 6months		74.90
				sidewalk salt		21.52
02/22/2024	Expenditure		Honkamp Krueger & Co, PC		R	-
						1,069.00
				Financial statements for Feb 2024, software subscription for Feb 2024, and data security fee		1,069.00
02/26/2024	Expenditure		Culligan		R	-53.80
				Water		53.80
02/29/2024	Expenditure		Payroll		R	-
						8,660.59
						-
						8,660.59
03/05/2024	Expenditure		Nicor Gas			-509.19
				11215/23 - 1/16/24		509.19
03/06/2024	Expenditure		Ingram Library Services			-
						1,482.17
				March books		1,482.17
03/08/2024	Expenditure		Jo Carroll Energy			-462.00
				1/11/24 - 2/8/24		462.00

4. FINANCIAL REPORT



Financial Statements

Galena Public Library District

For the Periods Ended February 29, 2024 & February 28, 2023



Galena Public Library District
Statements of Net Position - Modified Cash Basis
As of the Dates Presented Below

ASSETS	Feb 2024	Feb 2023
Cash & Equivalents		
Certificates of Deposit		
Endowment Fund		
First Community Bank 166379	\$0.00	\$73,151.40
First Community Bank 4580	\$93,332.66	\$93,039.84
First Community Bank 4883	\$148,674.92	\$146,604.47
First Community Bank 8472	\$73,151.40	\$0.00
Total Endowment Fund	\$315,158.98	\$312,795.71
Reserve Fund		
First Community Bank 166378	\$0.00	\$75,201.06
First Community Bank 8471	\$75,201.06	\$0.00
Total Reserve Fund	\$75,201.06	\$75,201.06
Restricted Memorial Reserve		
Dupaco CD 136309 Virtue-MemRes	\$7,957.93	\$7,957.93
First Community Bank 4647	\$1,490.73	\$1,487.00
Total Restricted Memorial Reserve	\$9,448.66	\$9,444.93
Total Certificates of Deposit	\$399,808.70	\$397,441.70
Dupaco Savings		
Dupaco Savings 200921104-Corp	\$25.02	\$25.02
First Community Bank Checking	\$205,921.37	\$202,343.58
IB&T Checking		
IB&T-Corporate Fund	\$103,157.76	\$187,452.61
IB&T-FICA	\$5,602.73	\$4,784.01
IB&T-IMRF	\$9,551.27	\$13,983.42
IB&T-Insurance	\$7,434.01	\$8,540.77
IB&T-Per Capita	\$1,898.05	\$702.57
Total IB&T Checking	\$127,643.82	\$215,463.38
IB&T Savings 170035		
Corporate-IB&T Savings 170035	\$11,796.50	(\$1,311.14)
Endowment-IB&T Savings 170035	\$17,273.26	\$5,322.67
Mem Reserve-IB&T Savings 170035	\$2,622.03	\$2,238.55
Memorial - IB&T Savings 170035	\$68,424.31	\$68,423.50
Reserve - IB&T Savings 170035	\$209,575.68	\$215,112.22
Total IB&T Savings 170035	\$309,691.78	\$289,785.80
Total Cash & Equivalents	\$1,043,090.69	\$1,105,059.48
Other Current Assets		
Prepaid Wages	\$8,660.59	\$0.00
Total Current Assets	\$1,051,751.28	\$1,105,059.48
Total Non-Current Assets	\$0.00	\$0.00
Total Assets	\$1,051,751.28	\$1,105,059.48

Galena Public Library District
Statements of Net Position - Modified Cash Basis
As of the Dates Presented Below

LIABILITIES	Feb 2024	Feb 2023
Other Current Liabilities		
Payroll Liabilities		
IMRF Payroll Liabilities		
IMRF - 403B	\$1,713.32	\$1,447.29
Total Payroll Liabilities	\$1,713.32	\$1,447.29
Total Other Current Liabilities	\$1,713.32	\$1,447.29
Total Current Liabilities	\$1,713.32	\$1,447.29
Total Non-Current Liabilities	\$0.00	\$0.00
Total Liabilities	\$1,713.32	\$1,447.29
NET ASSETS	Feb 2024	Feb 2023
Current Net Assets		
Net Revenue	\$47,049.27	\$153,233.23
Other Net Assets		
Contra Net Margin Account	(\$47,049.27)	(\$153,233.23)
Corporate Fund Balance	\$323,198.20	\$402,455.35
Endowment Fund Balance	\$334,341.24	\$329,525.04
FICA Fund Balance	\$5,602.73	\$4,784.01
IMRF Fund Balance	\$7,837.95	\$12,536.13
Insurance Fund Balance	\$7,434.01	\$8,540.77
Memorial Fund Balance	\$68,424.31	\$68,424.31
Memorial Reserve Fund Balance	\$12,070.69	\$11,828.32
Per Capita Fund Balance	\$1,898.05	\$702.57
Reserve Fund Balance	\$289,230.78	\$264,815.69
Total Other Net Assets	\$1,002,988.69	\$950,378.96
Total Net Assets	\$1,050,037.96	\$1,103,612.19
	Feb 2024	Feb 2023
Total Liabilities & Net Assets	\$1,051,751.28	\$1,105,059.48

Galena Public Library District
Statements of Activity - Modified Cash Basis
As of the Periods Presented Below

	Feb 2024	Feb 2023	2023/2024 (YTD)	2022/2023 (YTD)
Revenue				
Digitization Project	\$125.00	\$5,160.00	\$1,605.00	\$8,881.00
Donations	\$160.00	\$150.00	\$1,134.25	\$900.00
Fines/Overdues	\$62.12	\$0.00	\$73.82	\$34.55
Friends (Other Grants)	\$414.00	\$0.00	\$2,972.80	\$0.00
Grants				
Per Capita Grant	\$0.00	\$0.00	\$6,664.05	\$6,664.05
Historical Department	\$30.00	\$0.00	\$82.55	\$41.00
Interest Income				
Corporate Interest	\$740.00	\$317.08	\$8,973.07	\$1,593.83
Endowment Interest	\$413.88	\$285.02	\$3,469.65	\$2,078.86
Memorial Reserve Interest	\$0.00	\$0.00	\$175.44	\$67.18
Reserve Interest	\$1,230.76	\$124.26	\$10,062.78	\$1,296.08
Total Interest Income	\$2,384.64	\$726.36	\$22,680.94	\$5,035.95
Item Replacements	\$0.00	\$39.36	\$125.34	\$190.62
Lit Fest	\$360.00	\$4,047.50	\$360.00	\$4,487.50
Non-Resident Fee	\$416.26	\$166.73	\$2,027.45	\$2,543.99
Other Income				
Corporate Other Income	\$0.00	\$0.00	\$0.00	\$140.52
Insurance Other Income	\$0.00	\$0.00	\$0.00	\$144.00
Total Other Income	\$0.00	\$0.00	\$0.00	\$284.52
Property Taxes				
Corporate Property Tax	\$0.00	\$0.00	\$361,550.06	\$349,104.15
FICA Property Tax	\$0.00	\$0.00	\$17,031.76	\$9,772.76
IMRF Property Tax	\$0.00	\$0.00	\$3,007.80	\$8,793.82
Insurance Property Tax	\$0.00	\$0.00	\$6,015.24	\$1,476.22
Total Property Taxes	\$0.00	\$0.00	\$387,604.86	\$369,146.95
Royalty Income	\$2,732.76	\$1,706.22	\$11,270.43	\$15,461.10
Service Charges	\$370.61	\$195.43	\$1,056.52	\$867.11
Total Revenue	\$7,055.39	\$12,191.60	\$437,658.01	\$414,538.34
Expenses				
Capital Outlay				
Books	\$1,824.06	\$1,470.35	\$15,999.92	\$14,408.56
Equipment	\$0.00	\$84.20	\$0.00	\$834.22
Improvements	\$0.00	\$0.00	\$128,972.00	\$10,609.30
Materials/Non-Printed/A-V	\$885.68	\$625.39	\$8,135.81	\$9,520.20
Total Capital Outlay	\$2,709.74	\$2,179.94	\$153,107.73	\$35,372.28
Commodities				
Databases	\$480.07	\$319.71	\$6,354.64	\$5,331.70
Periodicals	\$74.90	\$0.00	\$3,680.39	\$3,538.43
Postage/Shipping	\$7.84	\$0.00	\$224.21	\$126.81
Supplies	\$456.07	\$130.56	\$2,902.33	\$1,267.60
Total Commodities	\$1,018.88	\$450.27	\$13,161.57	\$10,264.54
Contractual Services				
Accounting	\$1,307.86	\$1,422.09	\$10,463.88	\$10,509.96
Audit Fees	\$0.00	\$0.00	\$8,170.00	\$0.00

	Feb 2024	Feb 2023	2023/2024 (YTD)	2022/2023 (YTD)
Legal	\$270.00	\$0.00	\$345.00	\$337.50
Maintenance	\$617.18	\$123.00	\$2,045.95	\$1,836.38
Other Contractual Services	\$0.00	\$60.00	\$1,334.12	\$3,131.16
PrairieCat Consortium	\$0.00	\$0.00	\$7,648.00	\$7,078.75
Technical Services	\$0.00	\$233.75	\$4,365.50	\$1,763.75
Total Contractual Services	\$2,195.04	\$1,838.84	\$34,372.45	\$24,657.50
Historical Digitization	\$0.00	\$16,126.82	\$5,511.75	\$16,522.88
Lit Fest Expenditures	\$0.00	\$3,654.68	\$52.96	\$7,039.62
Other Expenditures				
Misc Charges	\$60.00	\$45.95	\$428.03	\$357.23
Other Services				
Association Dues	\$85.00	\$85.00	\$457.00	\$440.00
Continuing Education				
Continuing Education	\$0.00	\$0.00	\$75.00	\$0.00
General Insurance (Bonding)	\$0.00	\$0.00	\$7,122.00	\$7,009.00
Marketing	\$0.00	\$0.00	\$645.40	\$540.70
Outreach	\$0.00	\$0.00	\$0.00	\$770.22
Programming	\$213.50	\$49.28	\$4,435.29	\$1,312.32
Public Notice/Legal	\$0.00	\$0.00	\$315.70	\$118.38
Utilities	\$968.07	\$763.90	\$12,688.90	\$11,105.88
Total Other Services	\$1,266.57	\$898.18	\$25,739.29	\$21,296.50
Personnel Services				
Payroll Taxes	\$1,290.03	\$1,178.59	\$10,835.52	\$9,935.31
Pension Contributions	\$783.07	\$471.89	\$5,315.88	\$5,986.00
Salaries				
Salaries	\$16,863.69	\$15,406.70	\$141,640.94	\$129,873.25
Total Personnel Services	\$18,936.79	\$17,057.18	\$157,792.34	\$145,794.56
Unapplied Cash Bill Payment Expense	\$0.00	\$0.00	\$146.65	\$0.00
Pride Expenditures	\$0.00	\$0.00	\$295.97	\$0.00
Total Expenses	\$26,187.02	\$42,251.86	\$390,608.74	\$261,305.11
Operating Margin	(\$19,131.63)	(\$30,060.26)	\$47,049.27	\$153,233.23
Net Margin	(\$19,131.63)	(\$30,060.26)	\$47,049.27	\$153,233.23

Supplementary Information

Galena Public Library District
Statements of Activity Historical Months - Modified Cash Basis
As of the Periods Presented Below

STATEMENT OF ACTIVITIES	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Total
Revenue													
Digitization Project	\$0	\$0	\$100	\$0	\$100	\$570	\$0	\$0	\$350	\$460	\$0	\$125	\$1,705
Donations	\$1,335	\$2,113	\$5,810	\$325	\$779	\$145	\$0	\$0	\$25	\$25	\$0	\$160	\$10,718
Fines/Overdues	\$0	\$0	\$29	\$0	\$0	\$12	\$0	\$0	\$0	\$0	\$0	\$62	\$103
Friends (Other Grants)	\$0	\$3,984	\$0	\$0	\$1,979	\$0	\$0	\$0	\$580	\$0	\$0	\$414	\$6,957
Grants													
Corporate Grant	\$0	\$0	\$0	\$640	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$640
Per Capita Grant	\$0	\$0	\$0	\$0	\$0	\$6,664	\$0	\$0	\$0	\$0	\$0	\$0	\$6,664
Total Grants	\$0	\$0	\$0	\$640	\$0	\$6,664	\$0	\$0	\$0	\$0	\$0	\$0	\$7,304
Historical Department	\$0	\$27	\$0	\$25	\$9	\$13	\$3	\$0	\$28	\$0	\$0	\$30	\$135
Interest Income													
Corporate Interest	\$344	\$327	\$643	\$752	\$969	\$1,111	\$1,222	\$1,341	\$1,460	\$1,246	\$884	\$740	\$11,040
Endowment Interest	\$347	\$297	\$298	\$405	\$416	\$424	\$478	\$417	\$419	\$476	\$425	\$414	\$4,816
Memorial Reserve Interest	\$1	\$65	\$0	\$1	\$0	\$0	\$1	\$0	\$174	\$1	\$0	\$0	\$242
Reserve Interest	\$174	\$184	\$782	\$1,088	\$1,249	\$1,263	\$1,237	\$1,266	\$1,249	\$1,279	\$1,289	\$1,231	\$12,291
Total Interest Income	\$866	\$873	\$1,723	\$2,246	\$2,634	\$2,799	\$2,937	\$3,024	\$3,302	\$3,002	\$2,598	\$2,385	\$28,389
Item Replacements	\$73	\$27	\$181	\$0	\$7	\$17	\$25	\$0	\$21	\$55	\$0	\$0	\$406
Lit Fest	\$0	\$2,675	\$100	\$750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$360	\$3,885
Non-Resident Fee	\$119	\$0	\$481	\$0	\$174	\$500	\$462	\$0	\$354	\$121	\$0	\$416	\$2,627
Other Income													
Corporate Other Income	\$0	\$13	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13
Property Taxes													
Corporate Property Tax	\$0	\$0	\$0	\$0	\$140,830	\$71,848	\$73,458	\$0	\$75,414	\$0	\$0	\$0	\$361,550
FICA Property Tax	\$0	\$0	\$0	\$0	\$6,634	\$3,385	\$3,460	\$0	\$3,553	\$0	\$0	\$0	\$17,032
IMRF Property Tax	\$0	\$0	\$0	\$0	\$1,172	\$598	\$611	\$0	\$627	\$0	\$0	\$0	\$3,008
Insurance Property Tax	\$0	\$0	\$0	\$0	\$2,343	\$1,195	\$1,222	\$0	\$1,255	\$0	\$0	\$0	\$6,015
Total Property Taxes	\$0	\$0	\$0	\$0	\$150,979	\$77,026	\$78,752	\$0	\$80,848	\$0	\$0	\$0	\$387,605
Royalty Income	\$1,199	\$1,466	\$1,210	\$944	\$1,275	\$1,360	\$1,274	\$1,281	\$1,564	\$688	\$1,097	\$2,733	\$16,089
Service Charges	\$114	\$122	\$238	\$161	\$107	\$124	\$192	\$0	\$204	\$59	\$0	\$371	\$1,692
Total Revenue	\$3,706	\$11,300	\$9,872	\$5,091	\$158,043	\$89,229	\$83,645	\$4,305	\$87,277	\$4,409	\$3,695	\$7,055	\$467,626

	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Total
Expenses													
Capital Outlay													
Books	\$2,022	\$1,724	\$1,042	\$1,853	\$2,623	\$1,526	\$1,825	\$2,571	\$1,239	\$2,691	\$1,701	\$1,824	\$22,641
Equipment	\$94	\$159	\$118	\$1,677	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,048
Improvements	\$0	\$0	\$0	\$2,498	\$0	\$5,755	(\$4,805)	\$0	\$2,250	\$125,772	\$0	\$0	\$131,470
Materials/Non-Printed/A-V	\$637	\$1,618	\$1,095	\$1,830	\$420	\$1,543	\$1,860	\$950	\$803	\$920	\$754	\$886	\$13,317
Total Capital Outlay	\$2,753	\$3,502	\$2,255	\$7,858	\$3,043	\$8,824	(\$1,120)	\$3,521	\$4,292	\$129,383	\$2,455	\$2,710	\$169,476
Commodities													
Databases	\$341	\$438	\$335	\$375	\$413	\$1,944	\$404	\$856	\$1,424	\$303	\$532	\$480	\$7,843
Periodicals	\$0	\$335	\$660	\$0	\$0	\$370	\$2,232	\$295	\$0	\$0	\$709	\$75	\$4,675
Postage/Shipping	\$0	\$67	\$0	\$63	\$0	\$66	\$0	\$66	\$0	\$0	\$84	\$8	\$354
Supplies	\$40	\$696	\$269	\$154	\$79	\$375	\$498	\$812	\$547	\$109	\$26	\$456	\$4,062
Total Commodities	\$381	\$1,536	\$1,264	\$593	\$492	\$2,754	\$3,133	\$2,029	\$1,971	\$412	\$1,351	\$1,019	\$16,935
Contractual Services													
Accounting	\$1,164	\$1,236	\$1,233	\$1,236	\$1,244	\$1,239	\$1,449	\$1,236	\$1,227	\$1,233	\$1,527	\$1,308	\$15,332
Audit Fees	\$0	\$0	\$0	\$0	\$8,170	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,170
Legal	\$0	\$0	\$0	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$270	\$345
Maintenance	\$0	\$145	\$3,802	\$2,114	\$135	\$490	\$45	\$90	\$502	\$167	\$0	\$617	\$8,107
Other Contractual Services	\$0	\$179	\$0	\$1,743	\$624	\$0	\$300	\$0	\$0	\$15	\$395	\$0	\$3,257
PrairieCat Consortium	\$0	\$2,193	\$0	\$0	\$2,383	\$0	\$0	\$2,383	\$499	\$0	\$2,383	\$0	\$9,841
Technical Services	\$2,883	\$0	\$410	(\$2,343)	\$1,055	\$0	\$375	\$823	\$2,113	\$0	\$0	\$0	\$5,315
Total Contractual Services	\$4,046	\$3,753	\$5,445	\$2,751	\$13,611	\$1,729	\$2,245	\$4,531	\$4,341	\$1,415	\$4,305	\$2,195	\$50,367
Historical Digitization	\$0	\$440	\$298	\$0	\$0	\$0	\$0	\$0	\$4,726	\$538	\$248	\$0	\$6,250
Lit Fest Expenditures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30	\$23	\$0	\$0	\$53
Other Expenditures													
Misc Charges	\$45	\$105	\$45	\$247	\$0	\$25	\$0	\$0	\$83	\$27	\$233	\$60	\$870
Other Services													
Association Dues	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$372	\$0	\$0	\$85	\$457
Continuing Education													
Continuing Education	\$0	\$300	\$200	\$300	\$0	\$0	\$0	\$75	\$0	\$0	\$0	\$0	\$875
General Insurance (Bonding)	\$0	\$0	\$0	\$0	\$458	\$6,655	\$0	\$0	\$0	\$0	\$9	\$0	\$7,122
Marketing	\$0	\$0	\$0	\$0	\$300	\$0	\$225	\$0	\$120	\$0	\$0	\$0	\$645
Programming	\$0	\$608	\$2,604	\$4,032	\$364	\$1,515	\$949	\$240	\$822	\$219	\$112	\$214	\$11,679
Public Notice/Legal	\$288	\$53	\$10	\$0	\$0	\$32	\$0	\$0	\$239	\$45	\$0	\$0	\$667
Utilities	\$1,631	\$2,095	\$1,658	\$1,436	\$1,343	\$1,738	\$1,148	\$1,604	\$1,661	\$1,130	\$3,097	\$968	\$19,508
Total Other Services	\$1,919	\$3,056	\$4,471	\$5,767	\$2,465	\$9,940	\$2,322	\$1,919	\$3,214	\$1,395	\$3,218	\$1,267	\$40,953
Personnel Services													
Payroll Taxes	\$1,761	\$1,183	\$1,193	\$1,240	\$1,194	\$1,220	\$2,021	\$1,257	\$1,279	\$1,287	\$1,288	\$1,290	\$16,213
Pension Contributions	\$462	\$818	\$548	\$562	\$548	\$556	\$915	\$576	\$629	\$626	\$683	\$783	\$7,706

	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Total
Salaries													
Salaries	\$23,025	\$15,466	\$15,594	\$16,208	\$15,609	\$15,948	\$26,414	\$16,428	\$16,712	\$16,824	\$16,842	\$16,864	\$211,935
Total Personnel Services	\$25,249	\$17,467	\$17,335	\$18,011	\$17,351	\$17,724	\$29,349	\$18,261	\$18,620	\$18,738	\$18,813	\$18,937	\$235,854
Unapplied Cash Bill Payment Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$147	\$0	\$0	\$0	\$147
Pride Expenditures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$296	\$0	\$0	\$0	\$296
Total Expenses	\$34,392	\$29,860	\$31,114	\$35,226	\$36,962	\$40,995	\$35,930	\$30,262	\$37,720	\$151,930	\$30,623	\$26,187	\$521,201
Operating Margin	(\$30,687)	(\$18,560)	(\$21,241)	(\$30,135)	\$121,082	\$48,234	\$47,715	(\$25,956)	\$49,557	(\$0.148)M	(\$26,929)	(\$19,132)	(\$53,574)
Net Margin	(\$30,687)	(\$18,560)	(\$21,241)	(\$30,135)	\$121,082	\$48,234	\$47,715	(\$25,956)	\$49,557	(\$0.148)M	(\$26,929)	(\$19,132)	(\$53,574)

Galena Public Library District

Month and Year-to-Date Statement of Activities Compared to 12 Month Budget - Modified Cash Basis

As of the Periods Presented Below

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Revenue				
Digitization Project	\$125.00	\$1,605.00	\$2,000.00	(\$395.00)
Donations	\$160.00	\$1,134.25	\$1,000.00	\$134.25
Fines/Overdues	\$62.12	\$73.82	\$0.00	\$73.82
Friends (Other Grants)	\$414.00	\$2,972.80	\$13,127.00	(\$10,154.20)
Grants				
Corporate Grant	\$0.00	\$0.00	\$1,000.00	(\$1,000.00)
Per Capita Grant	\$0.00	\$6,664.05	\$6,664.00	\$0.05
Total Grants	\$0.00	\$6,664.05	\$7,664.00	(\$999.95)
Historical Department	\$30.00	\$82.55	\$100.00	(\$17.45)
Interest Income				
Corporate Interest	\$740.00	\$8,973.07	\$8,000.00	\$973.07
Endowment Interest	\$413.88	\$3,469.65	\$0.00	\$3,469.65
Memorial Reserve Interest	\$0.00	\$175.44	\$0.00	\$175.44
Reserve Interest	\$1,230.76	\$10,062.78	\$0.00	\$10,062.78
Total Interest Income	\$2,384.64	\$22,680.94	\$8,000.00	\$14,680.94
Item Replacements	\$0.00	\$125.34	\$500.00	(\$374.66)
Lit Fest	\$360.00	\$360.00	\$2,000.00	(\$1,640.00)
Non-Resident Fee	\$416.26	\$2,027.45	\$3,000.00	(\$972.55)
Other Income				
Corporate Other Income	\$0.00	\$0.00	\$200.00	(\$200.00)
Property Tax Interest				
IMRF Property Tax Interest	\$0.00	\$0.00	\$3,004.01	(\$3,004.01)
Insurance Property Tax Interest	\$0.00	\$0.00	\$6,008.01	(\$6,008.01)
Total Property Tax Interest	\$0.00	\$0.00	\$9,012.02	(\$9,012.02)
Property Taxes				
Corporate Property Tax	\$0.00	\$361,550.06	\$361,074.57	\$475.49
FICA Property Tax	\$0.00	\$17,031.76	\$17,011.06	\$20.70
IMRF Property Tax	\$0.00	\$3,007.80	\$0.00	\$3,007.80
Insurance Property Tax	\$0.00	\$6,015.24	\$0.00	\$6,015.24
Total Property Taxes	\$0.00	\$387,604.86	\$378,085.63	\$9,519.23
Royalty Income	\$2,732.76	\$11,270.43	\$15,000.00	(\$3,729.57)
Service Charges	\$370.61	\$1,056.52	\$1,200.00	(\$143.48)
Pride	\$0.00	\$0.00	\$8,000.00	(\$8,000.00)
Total Revenue	\$7,055.39	\$437,658.01	\$448,888.65	(\$11,230.64)
Expenses				
Capital Outlay				
Books	\$1,824.06	\$15,999.92	\$24,000.00	(\$8,000.08)
Equipment	\$0.00	\$0.00	\$3,000.00	(\$3,000.00)
Improvements	\$0.00	\$128,972.00	\$166,000.00	(\$37,028.00)
Materials/Non-Printed/A-V	\$885.68	\$8,135.81	\$17,000.00	(\$8,864.19)
Total Capital Outlay	\$2,709.74	\$153,107.73	\$210,000.00	(\$56,892.27)
Commodities				
Databases	\$480.07	\$6,354.64	\$7,957.00	(\$1,602.36)
Periodicals	\$74.90	\$3,680.39	\$5,005.00	(\$1,324.61)

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Postage/Shipping	\$7.84	\$224.21	\$500.00	(\$275.79)
Supplies	\$456.07	\$2,902.33	\$4,000.00	(\$1,097.67)
Total Commodities	\$1,018.88	\$13,161.57	\$17,462.00	(\$4,300.43)
Contractual Services				
Accounting	\$1,307.86	\$10,463.88	\$17,000.00	(\$6,536.12)
Audit Fees	\$0.00	\$8,170.00	\$16,749.00	(\$8,579.00)
Legal	\$270.00	\$345.00	\$4,000.00	(\$3,655.00)
Maintenance	\$617.18	\$2,045.95	\$10,000.00	(\$7,954.05)
Other Contractual Services	\$0.00	\$1,334.12	\$4,000.00	(\$2,665.88)
PrairieCat Consortium	\$0.00	\$7,648.00	\$10,032.00	(\$2,384.00)
Technical Services	\$0.00	\$4,365.50	\$10,000.00	(\$5,634.50)
Total Contractual Services	\$2,195.04	\$34,372.45	\$71,781.00	(\$37,408.55)
Historical Digitization	\$0.00	\$5,511.75	\$20,000.00	(\$14,488.25)
Lit Fest Expenditures	\$0.00	\$52.96	\$7,000.00	(\$6,947.04)
Other Expenditures				
Contingencies	\$0.00	\$0.00	\$10,000.00	(\$10,000.00)
Misc Charges	\$60.00	\$428.03	\$1,000.00	(\$571.97)
Total Other Expenditures	\$60.00	\$428.03	\$11,000.00	(\$10,571.97)
Other Services				
Association Dues	\$85.00	\$457.00	\$500.00	(\$43.00)
Continuing Education				
Continuing Education	\$0.00	\$75.00	\$2,000.00	(\$1,925.00)
General Insurance (Bonding)	\$0.00	\$7,122.00	\$7,500.00	(\$378.00)
Marketing	\$0.00	\$645.40	\$2,000.00	(\$1,354.60)
Outreach	\$0.00	\$0.00	\$2,000.00	(\$2,000.00)
Programming	\$213.50	\$4,435.29	\$12,000.00	(\$7,564.71)
Public Notice/Legal	\$0.00	\$315.70	\$500.00	(\$184.30)
Travel	\$0.00	\$0.00	\$500.00	(\$500.00)
Utilities	\$968.07	\$12,688.90	\$21,960.00	(\$9,271.10)
Total Other Services	\$1,266.57	\$25,739.29	\$48,960.00	(\$23,220.71)
Personnel Services				
Payroll Taxes	\$1,290.03	\$10,835.52	\$17,000.00	(\$6,164.48)
Pension Contributions	\$783.07	\$5,315.88	\$8,200.00	(\$2,884.12)
Reimbursements	\$0.00	\$0.00	\$100.00	(\$100.00)
Salaries				
Salaries	\$16,863.69	\$141,640.94	\$228,000.00	(\$86,359.06)
Total Personnel Services	\$18,936.79	\$157,792.34	\$253,300.00	(\$95,507.66)
Unapplied Cash Bill Payment Expense	\$0.00	\$146.65	\$0.00	\$146.65
Pride Expenditures	\$0.00	\$295.97	\$13,000.00	(\$12,704.03)
Total Expenses	\$26,187.02	\$390,608.74	\$652,503.00	(\$261,894.26)
Operating Margin	(\$19,131.63)	\$47,049.27	(\$203,614.35)	\$250,663.62
Net Margin	(\$19,131.63)	\$47,049.27	(\$203,614.35)	\$250,663.62

Galena Public Library District
Corporate Fund
Budget to Actual - Modified Cash Basis
As of the Periods Presented Below

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Revenue				
Digitization Project	\$125.00	\$1,605.00	\$2,000.00	(\$395.00)
Donations	\$160.00	\$1,134.25	\$1,000.00	\$134.25
Fines/Overdues	\$62.12	\$73.82	\$0.00	\$73.82
Friends (Other Grants)	\$414.00	\$2,972.80	\$13,127.00	(\$10,154.20)
Grants				
Corporate Grant	\$0.00	\$0.00	\$1,000.00	(\$1,000.00)
Per Capita Grant	\$0.00	\$0.00	\$6,664.00	(\$6,664.00)
Total Grants	\$0.00	\$0.00	\$7,664.00	(\$7,664.00)
Historical Department	\$30.00	\$82.55	\$100.00	(\$17.45)
Interest Income				
Corporate Interest	\$740.00	\$8,973.07	\$8,000.00	\$973.07
Reserve Interest	\$0.00	\$980.55	\$0.00	\$980.55
Total Interest Income	\$740.00	\$9,953.62	\$8,000.00	\$1,953.62
Item Replacements	\$0.00	\$125.34	\$500.00	(\$374.66)
Lit Fest	\$360.00	\$360.00	\$2,000.00	(\$1,640.00)
Non-Resident Fee	\$416.26	\$2,027.45	\$3,000.00	(\$972.55)
Other Income				
Corporate Other Income	\$0.00	\$0.00	\$200.00	(\$200.00)
Property Taxes				
Corporate Property Tax	\$0.00	\$361,550.06	\$361,074.57	\$475.49
Royalty Income	\$615.04	\$2,072.84	\$15,000.00	(\$12,927.16)
Service Charges	\$370.61	\$1,056.52	\$1,200.00	(\$143.48)
Pride	\$0.00	\$0.00	\$8,000.00	(\$8,000.00)
Total Revenue	\$3,293.03	\$383,014.25	\$422,865.57	(\$39,851.32)
Expenses				
Capital Outlay				
Books	\$1,824.06	\$15,999.92	\$24,000.00	(\$8,000.08)
Equipment	\$0.00	\$0.00	\$3,000.00	(\$3,000.00)
Improvements	\$0.00	\$128,972.00	\$166,000.00	(\$37,028.00)
Materials/Non-Printed/A-V	\$885.68	\$8,135.81	\$17,000.00	(\$8,864.19)
Total Capital Outlay	\$2,709.74	\$153,107.73	\$210,000.00	(\$56,892.27)
Commodities				
Databases	\$480.07	\$6,354.64	\$7,957.00	(\$1,602.36)
Periodicals	\$74.90	\$3,680.39	\$5,005.00	(\$1,324.61)
Postage/Shipping	\$7.84	\$224.21	\$500.00	(\$275.79)
Supplies	\$456.07	\$2,902.33	\$4,000.00	(\$1,097.67)
Total Commodities	\$1,018.88	\$13,161.57	\$17,462.00	(\$4,300.43)
Contractual Services				
Accounting	\$1,307.86	\$10,463.88	\$17,000.00	(\$6,536.12)
Audit Fees	\$0.00	\$8,170.00	\$16,749.00	(\$8,579.00)
Legal	\$270.00	\$345.00	\$4,000.00	(\$3,655.00)
Maintenance	\$617.18	\$2,045.95	\$10,000.00	(\$7,954.05)
Other Contractual Services	\$0.00	\$1,319.12	\$4,000.00	(\$2,680.88)
PrairieCat Consortium	\$0.00	\$2,882.00	\$10,032.00	(\$7,150.00)
Technical Services	\$0.00	\$4,365.50	\$10,000.00	(\$5,634.50)

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Total Contractual Services	\$2,195.04	\$29,591.45	\$71,781.00	(\$42,189.55)
Historical Digitization	\$0.00	\$5,511.75	\$20,000.00	(\$14,488.25)
Lit Fest Expenditures	\$0.00	\$52.96	\$7,000.00	(\$6,947.04)
Other Expenditures				
Contingencies	\$0.00	\$0.00	\$10,000.00	(\$10,000.00)
Misc Charges	\$60.00	\$428.03	\$1,000.00	(\$571.97)
Total Other Expenditures	\$60.00	\$428.03	\$11,000.00	(\$10,571.97)
Other Services				
Association Dues	\$85.00	\$457.00	\$500.00	(\$43.00)
Continuing Education				
Continuing Education	\$0.00	\$75.00	\$2,000.00	(\$1,925.00)
Marketing	\$0.00	\$645.40	\$2,000.00	(\$1,354.60)
Outreach	\$0.00	\$0.00	\$2,000.00	(\$2,000.00)
Programming	\$213.50	\$4,435.29	\$12,000.00	(\$7,564.71)
Public Notice/Legal	\$0.00	\$315.70	\$500.00	(\$184.30)
Travel	\$0.00	\$0.00	\$500.00	(\$500.00)
Utilities	\$968.07	\$12,688.90	\$21,960.00	(\$9,271.10)
Total Other Services	\$1,266.57	\$18,617.29	\$41,460.00	(\$22,842.71)
Personnel Services				
Reimbursements	\$0.00	\$0.00	\$100.00	(\$100.00)
Salaries				
Salaries	\$16,863.69	\$141,640.94	\$228,000.00	(\$86,359.06)
Total Personnel Services	\$16,863.69	\$141,640.94	\$228,100.00	(\$86,459.06)
Unapplied Cash Bill Payment Expense	\$0.00	\$146.65	\$0.00	\$146.65
Pride Expenditures	\$0.00	\$295.97	\$13,000.00	(\$12,704.03)
Total Expenses	\$24,113.92	\$362,554.34	\$619,803.00	(\$257,248.66)
Operating Margin	(\$20,820.89)	\$20,459.91	(\$196,937.43)	\$217,397.34
Net Margin	(\$20,820.89)	\$20,459.91	(\$196,937.43)	\$217,397.34

Galena Public Library District
Endowment Fund
Budget to Actual - Modified Cash Basis
As of the Periods Presented Below

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Revenue				
Interest Income				
Endowment Interest	\$413.88	\$3,469.65	-	-
Total Revenue	\$413.88	\$3,469.65	-	-
Net Margin	\$413.88	\$3,469.65	-	-

Galena Public Library District
FICA Fund
Budget to Actual - Modified Cash Basis
As of the Periods Presented Below

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Revenue				
Property Taxes				
FICA Property Tax	\$0.00	\$17,031.76	\$17,011.06	\$20.70
Total Revenue	\$0.00	\$17,031.76	\$17,011.06	\$20.70
Expenses				
Personnel Services				
Payroll Taxes	\$1,290.03	\$10,835.52	\$17,000.00	(\$6,164.48)
Total Expenses	\$1,290.03	\$10,835.52	\$17,000.00	(\$6,164.48)
Operating Margin	(\$1,290.03)	\$6,196.24	\$11.06	\$6,185.18
Net Margin	(\$1,290.03)	\$6,196.24	\$11.06	\$6,185.18

Galena Public Library District
IMRF Fund
Budget to Actual - Modified Cash Basis
As of the Periods Presented Below

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Revenue				
Property Tax Interest				
IMRF Property Tax Interest	\$0.00	\$0.00	\$3,004.01	(\$3,004.01)
Property Taxes				
IMRF Property Tax	\$0.00	\$3,007.80	\$0.00	\$3,007.80
Total Revenue	\$0.00	\$3,007.80	\$3,004.01	\$3.79
Expenses				
Personnel Services				
Pension Contributions	\$783.07	\$5,315.88	\$8,200.00	(\$2,884.12)
Total Expenses	\$783.07	\$5,315.88	\$8,200.00	(\$2,884.12)
Operating Margin	(\$783.07)	(\$2,308.08)	(\$5,195.99)	\$2,887.91
Net Margin	(\$783.07)	(\$2,308.08)	(\$5,195.99)	\$2,887.91

Galena Public Library District
Insurance Fund
Budget to Actual - Modified Cash Basis
As of the Periods Presented Below

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Revenue				
Property Tax Interest				
Insurance Property Tax Interest	\$0.00	\$0.00	\$6,008.01	(\$6,008.01)
Property Taxes				
Insurance Property Tax	\$0.00	\$6,015.24	\$0.00	\$6,015.24
Total Revenue	\$0.00	\$6,015.24	\$6,008.01	\$7.23
Expenses				
Other Services				
General Insurance (Bonding)	\$0.00	\$7,122.00	\$7,500.00	(\$378.00)
Total Expenses	\$0.00	\$7,122.00	\$7,500.00	(\$378.00)
Operating Margin	\$0.00	(\$1,106.76)	(\$1,491.99)	\$385.23
Net Margin	\$0.00	(\$1,106.76)	(\$1,491.99)	\$385.23

Galena Public Library District
Memorial Reserve Fund
 Budget to Actual - Modified Cash Basis
 As of the Periods Presented Below

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Revenue				
Interest Income				
Memorial Reserve Interest	\$0.00	\$175.44	-	-
Total Revenue	\$0.00	\$175.44	-	-
Net Margin	\$0.00	\$175.44	-	-

Galena Public Library District
Per Capita Fund
Budget to Actual - Modified Cash Basis
As of the Periods Presented Below

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Revenue				
Grants				
Per Capita Grant	\$0.00	\$6,664.05	\$0.00	\$6,664.05
Total Revenue	\$0.00	\$6,664.05	\$0.00	\$6,664.05
Expenses				
Contractual Services				
PrairieCat Consortium	\$0.00	\$4,766.00	\$0.00	\$4,766.00
Total Expenses	\$0.00	\$4,766.00	\$0.00	\$4,766.00
Operating Margin	\$0.00	\$1,898.05	\$0.00	\$1,898.05
Net Margin	\$0.00	\$1,898.05	\$0.00	\$1,898.05

Galena Public Library District
Reserve Fund
Budget to Actual - Modified Cash Basis
As of the Periods Presented Below

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Revenue				
Interest Income				
Reserve Interest	\$1,230.76	\$9,082.23	\$0.00	\$9,082.23
Royalty Income	\$2,117.72	\$9,197.59	\$0.00	\$9,197.59
Total Revenue	\$3,348.48	\$18,279.82	\$0.00	\$18,279.82
Expenses				
Contractual Services				
Other Contractual Services	\$0.00	\$15.00	\$0.00	\$15.00
Total Expenses	\$0.00	\$15.00	\$0.00	\$15.00
Operating Margin	\$3,348.48	\$18,264.82	\$0.00	\$18,264.82
Net Margin	\$3,348.48	\$18,264.82	\$0.00	\$18,264.82

Galena Public Library District
 Memorial Fund
 Budget to Actual - Modified Cash Basis
 As of the Periods Presented Below

	Feb 2024	2023/2024 (YTD)	Budget (YTD)	YTD vs YTD budget (\$)
Gross Margin	\$0.00	\$0.00	-	-
Net Margin	\$0.00	\$0.00	-	-

5. TREASURER'S REPORT



02/16/2024

GALENA PUBLIC LIBRARY
601 S BENCH ST
GALENA IL 61036-2322

Term Share Certificate Renewal

Your term share certificate will mature on 03/17/2024

Account:	CD-0136309	Current Balance:	\$7,957.93
APR / APY:	4.35% / 4.40%	Maturity Date:	03/17/2024
Term:	11 Month	Grace Period End Date:	03/27/2024

To have this balance invested in a new term share certificate or investment vehicle, please contact Member Services between your certificate maturity date of 03/17/2024, and your grace period end date of 03/27/2024, at (563) 557-7600 / 800-373-7600, ext. 206. If we do not hear from you during this time, your account will automatically renew into another 6 Month term share certificate, at the current market rate (In the event we no longer offer a 6 Month term share certificate at this time, it will renew at the next closest term and at the current market rate).

The Dividend rate and annual percentage yield are locked as of the date of renewal and will not change over the term of your account. **Dividends will be compounded semi-annually and will be credited semi-annually.** The annual percentage yield assumes dividends will remain on deposit until maturity. A withdrawal will reduce earnings. If you withdraw any portion of the principal before the maturity date, we will impose a penalty of 12 month's loss of interest. This assumes the withdrawal took place more than 6 days after the issue date.

We use the daily balance method to calculate the dividends on the account. This method applies a daily periodic rate to the principal in the account each day. We will use a dividends accrual basis of 365 for each day in the year. You may not make additional deposits to this account. You may not make withdrawals from your account until the maturity date.

Let the investment professionals at Dupaco put your money to work for you. We can chart a course that will enable you to achieve your goals. What's more, you'll always be in control, able to plan and direct your future. Feel free to contact us for a free no-charge portfolio review with our investment team.

Thank you for choosing Dupaco Community Credit Union — the financial home you own. We look forward to continuing to serve you.

Sincerely,

Dupaco Member Services Team
(563) 557-7600 / 800-373-7600, ext. 206

7. LIBRARY DIRECTOR'S REPORT

February/March 2024

Board News

The signature cards at Illinois Bank & Trust have not been updated. Walt, Mike, Frances, and Katherine all need to sign an updated signature card. I sent Holly Bertucci the updated resolution with the four officers on it. Once the February minutes have been approved, I will send her a copy of that as well.

Circulation/Outreach

Sam has done a fantastic job with her continuing outreach efforts to Midwest Senior Care. She visits every two weeks and has a few regular patrons. Patrons have been requesting specific items and have also been pleased with the selection Sam brings based on their reading preferences. It is still our hope that in time we can start a book club with the Assisted Living residents.

Adult Services

The first month of LitFest programming went great. The three programs attracted 51 attendees (a mix of both virtual and in-person). March's LitFest programs will focus on mystery authors. A Midwest Mystery Author Panel featuring authors: Marcie Rendon, David Ellis, Tracy Clark, Laura Benedict, and Patricia Skalka will focus on what they love about the mystery genre, their writing process, and more. All of their stories are set across the Midwest. This panel will be moderated by local author, Michelle Cox, who previous LitFest attendees adore.

The Poet Laureate Selection Committee narrowed down the applicants to three finalists: Daniel Dahlquist, Lynn Werner, and Ted Williams. Interviews with the selection committee will begin next week. An announcement ceremony will be held at the Galena Center for the Arts and open to the public. A date for this event has yet to be determined.

Upcoming programs:

- March 9: LitFest: Sherlock Holmes & the Killer Case Files - Sold Out!
- March 12: LitFest: Mystery & Mayhem in the Midwest Virtual Author Panel
- March 14: Cead Mile Failte! The Irish in the Old Lead Mine District: History and Music
- March 18: Morning Book Club: *And Now I Spill the Family Secrets* by Margaret Kimball
- March 19: Evening Book Club: *Wildcat* by John Boessenecker
- March 20: ILP: Interweaving Tradition and Imagination Through Costume Design
- March 27: Silent Book Club
- March 28: LitFest: Abnormal Psychology in Fiction Writers Workshop
- April 3: ILP: Hidden Gifts of Visual Thinkers with Dr. Temple Grandin
- Every Tuesday: Stitchers

Youth Services

Rachel has begun outlining the Summer Reading Program. The theme is "Adventure Begins at Your Library." Participants will track their minutes and receive a prize and a book for each 200 minutes read. Those who read 1,000 minutes will be invited to a pool party and possibly win a t-shirt, designed by the library. Potential programs include: Cat Party (with adoptable cats), Bluey Party, Touch-a-Truck, trolley tour, an animal program (with either the River Museum or Hoo Haven), Paint & Sip, Messy Mad Scientists, Who Would Win party, reading forts, and more! Rachel is hoping to have one K-5 program each week, one weekly storytime, and a teen program each month. Sam will be working with Rachel on teen programming.

Upcoming programs:

- Every Monday: STEAM Club
- Every Friday: Family Storytime
- 3rd Tuesday: 4-H Club
- March 27: Keep Your Chicken Quiet
- All month: Luck o' the Draw

Historical Room/Archives

The Illinois State Historical Records Advisory Board (ISHRAB) with the Illinois State Archives is offering a grant opportunity to assist in preserving historical records. The grant is for \$500 to \$5,000 and requires a one-to-one in-kind and/or cash match. Rachel, Mike, Dale, Steve, and I all identified the library's ledgers as being of historical importance and they would fill the eligibility requirements. Rachel and Mike have been working together to complete the grant. Rachel has reached out to Crowley for potential costs to digitize the ledgers, which Mike would then handle the transcription. All digital files would be uploaded to Illinois Digital Archive (IDA), which the library already has collections uploaded to. The grant is due by March 22, 2024 with awards announced in June. All projects must be completed by June 2025.

Director

I had the opportunity to speak to the Kiwanis Club about the library, its programs, and projects. The Kiwanis Club is focused on helping children of the world. They graciously donated \$100 to the library and are interested in sponsoring a Summer Reading Program. I will be in contact with the Kiwanis members soon.

Building

- Roof Inspection: I reached out to Brian Bass of Strictly Shingles to inquire about a roof inspection. The library's current roof was installed in 2007, which Brian verified with the City. The shingles chosen at that time were 30-year shingles, which means we have another 13-14 years before it needs replacing. Brian said he would still put us on his schedule to inspect the overall condition and heat tapes. No date set as we are of relatively low importance.
- Tree trimming: Danny Cole inspected all the trees surrounding the library and will trim them all. Most importantly is the large maple in front as some of the branches are getting close to the

power lines. The evergreens near the back entrance will be trimmed as they are covering the existing lamp post.

- Front lamp posts: I finally heard back from Crescent Electric. After receiving broken globes we sent them back and our custodian, Steve Guthrie, has been working with the company. Unfortunately, upon further inspection the globes we ordered do not have the same fitter base. The ordered globes require a 2-7/8" - 3" nominal diameter for mounting. Steve is going to double check the measurements to ensure we can find a match.
- Landscaping: The U of I Master Gardeners will be coming on April 1st to begin ground cleanup. We will focus on the front of the library this spring. They picked out native plants that are thought to be good additions to the grounds. Some they chose: spiderwort, beardstongue, Jacob's ladder, pachysandra, flowering ginger, May apples, columbines, lamb's ear, queen of the prairie, and more. The goal is to have plants that flower throughout the seasons so we always have some color. Some of the hostas under the maple tree will likely be split and moved.
- Address signage: We were notified by the City that we are not in compliance with City Ordinance 150.23 Building Numbers. The library does not have the appropriate signage on the building indicating its address number. An address number needs to be visible by April 1, 2024. The library has never had an address number on its building before. I am working with the City to identify the library's best option.

Finances

- The Annual Financial Report was filed with the Comptroller on February 26th.
- Audit services: I am in the process of obtaining quotes from audit companies to potentially switch who does the library's audit. This past week I spoke with representatives from Wipfli. They were recently contracted to do the City and County's audits. Their minimum is \$25,000, but said they may be able to lower it as we are such a small public body. The potential cost could be \$12,000 to \$15,000 per audit. This price is about double what we pay O'Connor. We briefly discussed doing an audit every other, rather than every year to keep costs down. They would still assist in filling the AFR every year. They will talk to their teams and get back to me with a proposal in the coming weeks.

Continuing Education

Jenna

- Employee Handbook Webinar - HR Source
- Resource Sharing Summit - Fast Forward Libraries
 - Held once a year with PrairieCat, the summit allows for library personnel to come together to discuss a single topic and how their libraries are addressing that topic. This year we focused on non-residents and unserved pockets of our communities. Our library is one of only a few (that attended) who welcomed Public Act 102-0843 that allows for public library boards to adopt regulations waiving non-resident fees for everyone under the age of 18. Other libraries were very interested in how we manage this and were impressed with our strong stance on allowing all local children to obtain library cards, whether inside or outside of the taxing district.

Larissa

- ILP All Committee Meeting
- Creating and Sustaining the Relationship Driven Library - Niche Academy presented by Noah Lenstra