



**PrairieCat Administrative Council  
Agenda  
April 7th, 2023**

The Council will meet on Friday, April 7th, 2023, 10:30 am –1 pm  
In person at the Bourbonnais Public Library District, 250 W John Casey Rd,  
Bourbonnais, IL

The meeting will also be available online via Zoom:

[https://railslibraries.zoom.us/meeting/register/tJItcuquqjsjHdQ\\_eyaOWELi-tuB5BdBk\\_k9-](https://railslibraries.zoom.us/meeting/register/tJItcuquqjsjHdQ_eyaOWELi-tuB5BdBk_k9-)

- I. Call to order, Welcome and Introductions
  - II. Introduction of Visitors and Public Comments
  - III. Review Agenda for Additions/Changes
  - IV. Consent Agenda (pp. 2-8)
    - a. Approve minutes for March 3rd, 2023 PrairieCat Administrative Council meetings
    - b. Approve financial report for February 2023
    - c. Approve check registers.
    - d. Statistical reports
  - V. Membership Update
    - a. Update on new and upgrading members.
      - Update on current training and engagement projects
  - VI. Administrative Issues
    - a. Review of Delegates Assembly discussion regarding eRead Illinois
    - b. Update, Vega Discovery progress
    - c. Review of final FY24 budget and fees (pp. 9-15)
    - d. Review of membership level eligibility, FY24 (pp. 16-25)
    - e. ACTION: Approve Public Library representation levels (Tiers) for FY24 (pp. 26-28)
    - f. ACTION: Approve changes to General Policy Manual regarding eCommerce Chargeback policy (pp. 29-30)
    - g. ACTION: Approve changes to the Circulation Manual regarding collection agency policies (pp. 31-32)
    - h. ACTION: Approve board resolution for voting procedures (pp. 33-35)
    - i. ACTION: Approve changes to Resolution Establishing The Process For Participation By Electronic Means In Meetings (pp. 36-38)
    - j. Review of Delegates Assembly Agenda (p. 39)
  - VII. Ad Hoc Committee Updates
    - a. Resource Sharing Committee – No report
    - b. Finance Committee – no report
  - VIII. Review of Meeting – what worked and what didn't.
  - IX. Public Comments
  - X. Adjournment
- Next Meeting – Friday, May 5th, 2023, New Lenox Public Library, New Lenox, IL



**PrairieCat Administrative Council  
Minutes  
March 3rd, 2023**

The Council met on Friday, March 3rd, 2023, 10:30 am –1 pm  
In person at the East Moline Public Library, 745 16th Ave, East Moline, IL  
The meeting will also be available online via Zoom:

[https://railslibraries.zoom.us/meeting/register/tJItcuquqjsjHdQ\\_eyaOWELi-tuB5BdBk\\_k9-](https://railslibraries.zoom.us/meeting/register/tJItcuquqjsjHdQ_eyaOWELi-tuB5BdBk_k9-)

I. Call to order, Welcome and Introductions

Present at East Moline: Chelsey DeSplinter (PrairieCat), Ashley Huffines (FP), Elizabeth Smith (PrairieCat), Kimberly Brozovich (RP)

Present via Zoom: Laura Watson (HC), Kelly McCully (BD), Penny Bryant (PT), Emily Faulkner (DK), Beth Ryan (JO), Laura Long (EM)

Absent: Carolyn Coulter (PrairieCat), Megan Gove (TF), Victoria Blackmer (CV), Michelle Krooswyk (NL)

Faulkner (Chair-DK) called the meeting to order at 10:30 am.

II. Introduction of Visitors and Public Comments

There were no visitors or public comments.

III. Review Agenda for Additions/Changes

There were no revisions.

IV. Consent Agenda

- a. Approve minutes for February 3rd, 2023 PrairieCat Administrative Council meetings
- b. Approve financial report for January 2023
- c. Approve check registers
- d. Statistical reports

**MOTION #1**

**Huffines (FP) moved and Brozovich (RP) seconded to approve the consent agenda as presented. There was no discussion on the motion.**

**\*Motion carried by roll call.**

**Ayes: 7**

**Nays: 0**

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<http://support.prairiecat.info>

## **Abstentions: 0**

### V. Membership Update

#### a. Update on new and upgrading members

Smith (PrairieCat) started off congratulating Rock Island Public Library on the opening of their new Watts-Midtown branch. Byron Schools should be sending in an update on the progress of their two schools. Smith has not received that update and will follow up. The Byron High School has completed their inventory review and updated all their items as needed. The Middle School is outstanding with plans to complete this spring and the Elementary School would be completed this fall. Putnam County Schools is adding their primary school. They are moving slowly because they do not have a staff member assigned to this location. Lostant Community Library has set their Go Live date for March 15<sup>th</sup>. Mount Carroll is upgrading from Union List to Basic Online. They are also in the middle of a renovation and due to supply chain issue, a Go Live date has not been set.

Smith has been in contact with the librarian at Freeport Memorial Hospital, FHN, who happens to be a 100% remote librarian based out of California. They are considering leaving PrairieCat due to lack of use. They haven't borrowed anything within the last year and loaned 60 items. They do not have staff onsite to assist with lending and borrowing. The librarian will meet with her superiors and others at FHN to discuss their membership one more time, but it is expected they will be withdrawing from PrairieCat.

#### • Update on current training and engagement projects

Smith (PrairieCat) said the website project is moving along. PrairieCat staff members now have access to the site! Smith, DeSplinter, Landis and Tedder have been working on adding content to the new site. Cherry Hill is still working on the L2 integration, which is a big part that needs to be done before we can Go Live. We do not have a Go Live date set.

PUG Day has been set for September 29, 2023, at Waubensee Community College. Smith will be sending out a Save the Date in the next few days. She encouraged the Council to be thinking of program proposal ideas.

### VI. Administrative Issues

#### a. ACTION: PrairieCat audit contract RFP decision

#### **MOTION #2**

**Ryan (JO) moved and Bryant (PT) seconded to approve the audit contract with Lauterbach and Amen, LLP. There was no discussion on the motion.**

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**\*Motion carried by roll call.**

**Ayes: 7**

**Nays: 0**

**Abstentions: 0**

- b. Appoint nominating committee for Administrative Council election  
Smith (PrairieCat) explained the need for a Nominating Committee for the FY24 Administrative Council election. On June 30, 2023, three terms expire. Michelle Krooswyk and Megan Gove both have term expiration dates of June 30, 2023, however both are eligible to run again. Laura Long also has an expiring term on June 30, 2023 and is not eligible to run again. Huffines (FP) and Ryan (JO) volunteered to be apart of the Nominating Committee for FY24.
- c. Review of Delegates Assembly discussion regarding eRead Illinois  
Smith (PrairieCat) stated that she and Coulter had a meeting with Monica and Leila (RAILS) about the fee structure and PrairieCat's concerns. RAILS outlined their reasoning for the new fee structure, specifically for the schools, in more detail. This can be found on the eReadwebsite. PrairieCat then sent out the survey to the schools. Faulkner (DK) said, based on the results, we can move forward with voting for eRead Illinois at the Delegates Assembly meeting. Smith agreed saying the take aways from the survey are that the schools would rather not have the fee structure based on the number of buildings, but this is a service that is needed, and the increase charge will not keep them from dropping their memberships. Huffines (FP) asked is it worth waiting to see how the eRead participation goes up and down after the changing fee structure? Or do we just go ahead and join since it seems the schools that took the survey will be continuing using this service. Watson (HC) asked if there was a good response to the survey. Smith said it was a good response for the number of circulating member schools. Ryan (JO) does not want to upset members for the 10% discount. Faulkner mentioned it was the schools we were worried about, and it appears they are not dropping the service. There is about 70-80% of the PrairieCat membership in eRead Illinois so 70-80% of us will be getting a 10% discount. Faulkner believes it is worth joining and should be put to a vote in April at the Delegates Assembly. McCully (BD) stated, as a library who has eRead Illinois, we will continue our membership with or without the 10% discount. Smith recommends keeping the eRead Illinois discussion on the agenda for the April Administrative Council meeting to verify putting it on the agenda for the Delegates Assembly. The Council agrees.
- d. Update, Vega Discovery progress  
Smith (PrairieCat) stated that the patron survey results are included in the packet. PrairieCat is continuing to have bi-weekly calls with the Innovative Vega Discovery development staff. Summaries of these meetings can be found on the PrairieCat support page. The eMaterial integration is going, but slowly. Working with OverDrive to get all the

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credentials has proven to be more time consuming than we first thought. Faulkner (DK) does not like that you cannot choose filter easily between fiction and nonfiction. Smith asked how they currently search this way in Encore. Faulkner says you can search by fiction using subject headings. On Vega, fiction and nonfiction is hidden in the concepts, which is not an obvious place to find it. Smith confirmed this is a known concern that has been brought up previously. Faulkner asked when Encore will end, and the catalog will strictly be Vega. Smith said we do not have a timeline and Coulter has made it known to Innovative that we will not be paying for Vega until the eMaterial integration is complete and working as expected. The final integration piece will be eCommerce.

e. Discussion, Roll call voting

Smith (PrairieCat) explained that Coulter had reached out to our lawyers regarding roll call voting at meetings. Their response was that PrairieCat can remove the provisions that require the roll call voting from the General Policy Manual. This is not a requirement from OMA so it can be changed. We can also remove the provision to publicly list those who cannot attend and their reasons. However, PrairieCat still needs to be informed if people cannot attend meetings. If we decide to remove the roll call provision, the Council needs to decide if they want to require roll call voting for financial decisions and any vote requiring 2/3 majority. The lawyers said this is not required, but it is strongly recommended. Faulkner (DK) agrees with changing the General Policy Manual to clarify the reasons for attending via Zoom and to say we are not going to do every vote as a roll call. She also suggested the Council consider saying that in the case of a unanimous vote, vocal affirmation is ok, but any no vote would require a roll call. Huffines (FP) confirmed that, according to the lawyers, we could make this change. Faulkner said we change the General Policy Manual to say all unanimous votes will be vocal affirmation, any dissenting votes will be roll call. It should be added that any member can call a roll call vote at any time. Faulkner does not think it should be changed to a total vocal affirmation for voting. Roll call should be required for, at least, financial matters. Ryan (JO) agrees, stating the language in the memo from the lawyers would allow us to make these changes. The Council agrees to draft changes to the General Policy Manual that would allow all unanimous votes to be vocal affirmation and any dissention would require a roll call. This would be for all voting, not just financial and 2/3 majority decisions.

VII. Ad Hoc Committee Updates

- a. Resource Sharing Committee – No report
- b. Finance Committee – no report

VIII. Review of Meeting – what worked and what didn't  
The meeting went well.

IX. Public Comments

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There were no public comments.

- X. Adjournment  
The meeting adjourned at 11:14 am.

Next Meeting – Friday, April 7th, 2023, Bourbonnais Public Library District,  
Bourbonnais, IL

FY2023 PrairieCat Administrative Council MOTIONS July 2022 - June 2023				M – Motion made by      Y - Yes      Abstain - Abs      A - Absent 2nd – Motion seconded by      N - No      NA - No Answer      NP - Not present										
Meeting Date: 3/3/2023	Vote Summary			Votes										
MOTION	Aye	Nay	Abstention	Victoria Blackmer (CV)	Kim Brozovich (RP)	Penny Bryant (PT)	Emily Faulkner (DK)	Megan Gove (TF)	Ashley Huffines (FP)	Michelle Krooswyk (NL)	Laura Long (EM)	Kelly McCully (BD)	Beth Ryan (JO)	Laura Watson (HC)
to approve the consent agenda as presented.	7	0	0	A	2ND Y	Y	Y	A	M Y	A	Y	NP	Y	Y
to approve the audit contract with Lauterback and Amen, LLP.	7	0	0	A	Y	2ND Y	Y	A	Y	A	Y	NP	M Y	Y

	July 2021	July 2022	Aug 2021	Aug 2022	Sept 2021	Sept 2022	Oct 2021	Oct 2022	Nov 2021	Nov 2022	Dec 2021	Dec 2022	Jan 2022	Jan 2023	Feb 2022	Feb 2023	Mar 2022	Mar 2023	FY22 Totals	FY23 Totals to date	FY Totals % of change
<b>General</b>																					
Bibliographic records	1,219,827	1,211,017	1,219,551	1,209,331	1,218,858	1,206,499	1,218,899	1,226,849	1,214,203	1,225,612	1,215,929	1,224,624	1,215,549	1,223,124	1,211,935	1,221,543	1,211,811	-	1,210,847	1,221,543	0.88%
Item records	5,183,607	5,142,475	5,185,390	5,141,450	5,174,748	5,118,515	5,173,253	5,170,302	5,124,506	5,164,903	5,141,132	5,160,306	5,140,373	5,155,078	5,128,923	5,142,598	5,134,041	-	5,136,754	5,142,598	0.11%
Patron records	360,659	349,095	364,275	354,815	367,132	358,694	370,335	371,248	372,876	372,189	373,837	372,299	376,417	374,606	378,177	377,525	381,027	-	345,140	377,525	9.38%
Total circulation	418,632	442,427	333,010	431,013	363,908	392,512	363,451	386,612	350,707	379,399	316,891	329,603	348,886	404,704	341,979	378,131	407,844	-	4,450,516	3,144,401	-29.35%
ILL transactions on LLSAP	53,375	52,033	53,992	57,066	55,717	54,709	53,538	52,583	50,390	52,224	46,571	45,731	57,347	62,328	51,800	55,892	60,229	-	630,373	432,566	-32.24%
Reciprocal borrowing	45,706	49,276	42,743	48,160	39,897	43,301	39,998	43,631	37,412	42,487	34,708	36,391	38,206	45,815	38,152	44,489	46,092	-	499,632	353,550	-29.24%
<b>Training, Outreach and Engagement</b>																					
Training events	2	7	1	2	1	7	3	4	1	7	2	8	8	6	3	6	9	-	43	47	9.30%
Training participants	6	23	2	12	9	17	8	202	2	16	4	64	23	17	6	14	21	-	185	365	97.30%
Training contact hours	14	33	1	18	27	25	18	301	3	21	5	73	29	25	5	20	26	-	221	513	132.65%
TalentLMS Course Completions	370	292	181	420	233	302	353	302	247	184	162	126	275	228	145	192	253	-	2,871	2,046	-28.74%
Site visits	4	1	5	4	3	-	5	5	1	2	4	2	3	1	7	2	4	-	47	17	-63.83%
Member Meetings/Events	6	10	6	9	19	10	8	10	4	6	3	9	6	7	4	9	6	-	88	70	-20.45%
Meeting/Event participants	155	183	72	129	455	406	283	201	100	80	32	154	179	165	66	140	57	-	1,905	1,458	-23.46%
Meeting/Event contact hours	259	257	92	184	446	85	428	322	113	251	56	197	242	276	66	214	68	-	2,605	1,784	-31.52%
<b>Troubleshooting</b>																					
HelpDesk Calls Opened	236	242	327	388	312	236	322	291	259	384	250	285	271	247	361	320	383	-	3,595	2,393	-33.44%
HelpDesk Calls Closed	248	225	303	385	303	193	282	281	240	364	342	251	278	248	345	512	407	-	3,696	2,459	-33.47%
<b>Database Enrichment</b>																					
Bibload records loaded - PC staff	1,351	1,980	955	1,620	1,353	1,751	1,410	1,520	1,587	1,801	851	1,562	1,349	1,857	1,323	1,532	1,278	-	15,983	13,633	-14.77%
Bibload records loaded - MARC catalogers	1,497	1,968	1,549	2,173	2,331	2,481	1,813	2,273	2,085	2,266	2,285	1,688	2,491	1,750	1,877	1,909	1,939	-	22,791	16,508	-27.57%
Cleanup/overlays/merges - PC staff	4,236	704	846	2,712	633	1,417	632	3,051	626	2,537	1,101	1,226	885	1,656	4,102	1,499	1,988	-	18,603	14,802	-20.43%
Cleanup/overlays/merges - MARC catalogers	916	825	1,293	1,142	702	1,320	931	913	1,192	1,178	798	896	1,004	906	1,046	767	414	-	9,788	7,947	-18.81%
Enhancements/corrections - PC staff	15	22	37	43	3	48	29	49	-	9	30	26	28	50	41	8	38	-	291	255	-12.37%
Enhancements/corrections - MARC catalogers	6	116	153	188	175	159	133	75	222	113	107	67	216	114	117	97	4	-	1,241	929	-25.14%
Original catalogings - PC staff	35	26	53	29	36	34	14	53	26	24	39	34	35	40	32	2	37	-	387	242	-37.47%
Original catalogings - MARC catalogers	13	36	-	-	-	-	-	31	-	36	-	19	-	-	-	-	-	-	13	122	838.46%
Special projects (Call number conversion, ICode1 conversion, Reclamation, etc)	72,677	68,998	47,901	29,015	16,903	64,216	88,045	126,732	7,078	48,009	45,433	46,693	126,286	89,781	49,757	93,886	54,232	-	647,359	567,330	-12.36%
To see the full statistical spreadsheet, visit: <a href="https://support.prairiedcat.info/gov">https://support.prairiedcat.info/gov</a>																					





Date:04/07/2023

To: PrairieCat Administrative Council

From: Carolyn Coulter, Director

Re: FY24 Final budget

**Executive Summary:**

Below is the final budget for FY24. This draft includes a 4% staff salary increase (COLA), 3.5% increases to per library charges and capital reserves for fully participating and basic online members, and a 5% increase in hosting charges for fully participating and basic online members. The budget includes \$565,262 in grant funding from RAILS, the amount we will receive in FY24.

**Detailed description:**

Attached you will find the FY24 budget.

- A capital reserves savings of \$10K is reflected in the budget.
- A 4% staff salary increase for all staff is included, as well as a 1% merit increase. The merit line was requested by the Administrative Council. The 4% amount is based on information received from HRSource regarding average payroll increases in libraries.
- The per-library fee for both fully participating and basic online circulating members has been increased. The FY23 levels were \$3328 FP/\$2329 BO. A 3.5% increase was added to the FP cost and the BO also adjusted, to bring the new per library charge to \$3427 FP/\$2399 BO. Our inflationary percentile of the ILS contract did decrease with the new Innovative contract, but I would suggest we retain the 3.5% in these fees as well as the Capital reserve fees for FY24 at this time. This “evens out” the costs to smaller and larger libraries more equitably and helps absorb the doubt digit increases we are seeing in insurance and other costs, as well.
- Capital reserves costs were also adjusted up 3.5%. See my comments above regarding this percentile.
- Hosting fees were adjusted up 5%, as the Finance Committee desires to recoup this cost in the fee formula.
- Union List per library and capital reserve fees have been recalibrated to reflect the rate of 25% of the Fully Participating rates, as detailed in the General Policy Manual.
- This budget reflects increased amounts for Delegates Assembly and Administrative Council, both of which will be held in person for FY24.
- An in-person PUG Day is reflected, as was instructed by Administrative Council. This was based on feedback we have received from members via the recent Strategic Planning survey that reflected a desire to return to in-person conferences. At this point, Administrative Council would like to return to an every-other-year in person structure.

- Increases to insurance that we experienced in FY23 are reflected, as well as an estimate of a 10% increase in the last six months of FY24. This budget also includes short term disability insurance.
- This budget reflects our new IMRF rate for FY24, which will be 12.92%, a reduction from the 14.02% we have had in the previous year.
- This budget reflects costs for the addition of Vega Discover as our production online catalog, per our contract with Innovative. I have also included the cost for Encore hosting (aprox. \$8,600) in case we wish to keep Encore up for an extended period. This does not include, however, Syndetics Unbound (book covers, add-value content) for Encore if we do this. That cost (approximately \$41,000) seemed exorbitant to maintain for a secondary catalog interface.

Below, please find the attached draft budget detail, staff budget detail, Appendix A and Union List charges.

		FY21	FY22	FY23	FY24		Percentage of revenues or Expenditures									
		Independence	Independence													
		W/ 3% increase	W/ 2% increase	w/2% increase	w/ 4% increase											
		25K Reserves	10K Reserves	0 reserves	10K reserves											
	REVENUES						Percentage of Revenues									
4050	Other Grants-RAILS CE Grant	\$1,000.00	\$2,000.00	\$2,000.00	\$2,000.00	RAILS CE grant for PUG Day	0.11%									
4051	Revenue from LLSAP RAILS grant	\$533,080.90	\$559,218.00	\$564,277.00	\$565,262.00	RAILS award (FY20) \$559,731.16; (FY21): \$533,080.90; (FY22) \$559,218; (FY23) \$564,277; (FY24) \$565,262	28.08%									
4062	Union List Member Revenue	\$26,562.00	\$28,960.00	\$27,602.00	\$29,995.00	from spreadsheet annual UL billing to BR (add 3.5% FY24)	1.59%									
<b>4063</b>	<b>Fully Participating &amp; Basic Online Member Revenue</b>	<b>\$1,048,834.69</b>	<b>\$1,050,175.08</b>	<b>\$1,106,558.92</b>	<b>\$1,222,316.14</b>		4%									
4064	ILL Barcode Revenue	\$7,000.00	\$7,000.00	\$3,000.00	\$3,000.00		0.39%									
4065	Cataloging Revenue	\$0.00	\$0.00	\$0.00	\$0.00		0.00%									
4066	Continuing Education Revenue	\$0.00	\$0.00	\$0.00	\$0.00		0.00%									
4067	Fully Participating & Basic Online - CR Contribution	\$52,611.00	\$54,457.00	\$57,160.00	\$60,398.00	add 3.5% FY24	3.00%									
4068	Union List - CR Contribution	\$6,688.00	\$7,280.00	\$6,919.00	\$5,495.00	add 3.5% FY24	0.40%									
4070	Reimbursements	\$13,010.00	\$19,000.00	\$19,665.00	\$20,353.28	reimburse for express lane and marc report	1.05%									
4071	Reimbursements - Hosting fee	\$41,520.00	\$43,890.00	\$46,960.00	\$50,368.00	5% increase	2.42%									
4073	Reimbursements - PUG Day/DA Fee	\$6,000	\$0	\$0	\$0	lunch reimbursement (not used)	0.00%									
4072	Reimbursements - eRead Illinois	\$0.00	\$0.00	\$0.00	\$0.00		0.00%									
4074	Reimbursements - Capria mobile app	\$35,104.00	\$39,600.00	\$34,500.00	\$34,500.00	mobile app reimbursement increased due to interest rate hikes. This assumes \$1,500.00/month, which is conservative given FY23 rates of return	2.18%									
4080	Investment Income	\$8,200.00	\$4,500.00	\$5,500.00	\$18,000.00		0.25%									
4090	Other Revenue	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00		0.06%									
	<b>TOTAL REVENUE</b>	<b>\$1,780,610.59</b>	<b>\$1,817,080.08</b>	<b>\$1,875,141.92</b>	<b>\$2,012,687.42</b>		97.31%									
	EXPENDITURES						Percentage of Expenditures									
5131	eResources - eRead Illinois	\$0.00	\$0.00	\$0.00	\$0.00		0.00%									
5010	other professionals	\$611,872.03	\$624,109.48	\$636,470.00	\$665,713.44		4%									
5010	other professionals merit	\$0.00	\$0.00	\$6,253.00	\$6,657.13		1%									
5020	support services	\$132,979.57	\$130,482.65	\$133,500.00	\$139,749.48		4%									
5020	support services merit	\$0.00	\$0.00	\$1,305.00	\$1,397.49		1%									
5030	Payroll taxes, SS taxes, fringe benefits	\$56,981.15	\$57,726.30	\$58,872.00	\$61,617.91		3.19%									
5030	Payroll taxes, SS taxes, fringe benefits Merit	\$0.00	\$0.00	\$578.00	\$616.18											
5040	Unemployment Insurance	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00		0.19%									
5050	Worker's Compensation insurance	\$1,442.00	\$1,581.65	\$1,629.10	\$1,720.00	adjusted up FY23 per audit	0.09%									
5060	Retirement benefits	\$74,485.16	\$114,188.82	\$107,893.00	\$104,065.81	12.92% employer contribution	6.32%									
5060	Retirement benefits Merit			\$1,060.00	\$1,040.66		1%									
5070	Health, Dental, Life, Disability	\$134,950.72	\$138,373.52	\$157,108.92	\$170,861.58	Disability included, (disability: \$3802.98 for ST. LT included in IMRF)	7.66%									
5080	other fringe benefits	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	wellness plan, retirement gifts	0.06%									
5083	Tuition reimbursements	\$1,000.00	\$500.00	\$500.00	\$500.00		0.03%									
5084	Staff professional memberships	\$2,000.00	\$1,000.00	\$1,000.00	\$1,000.00	individual memberships to orgs	0.06%									
5140	Rent/Lease				\$0.00	BR, CV all costs										
5160	Property Insurance	\$1,700.00	\$1,700.00	\$2,500.00	\$2,500.00	Inland Marine Insurance (\$1,600.00)	0.09%									
5200	Fuel	\$3,000.00	\$2,000.00	\$2,000.00	\$2,000.00		0.11%									

		FY21	FY22	FY23	FY24		Percentage of revenues or Expenditures									
		Independence	Independence													
		W/ 3% increase	W/ 2% increase	w/2% increase	w/ 4% increase											
5210	Repairs and maintenance	\$3,000.00	\$3,000.00	\$2,000.00	\$2,000.00	Maintenance of vehicles, tires, replacement of vehicle parts, vehicle repairs, vehicle cleaning, and oil changes	0.17%									
5220	Vehicle Insurance	\$2,500.00	\$2,500.00	\$2,500.00	\$2,000.00	auto: one car	0.14%									
5230	Vehicle leasing and rent	\$1,000.00	\$500.00	\$500.00	\$500.00		0.03%									
5240	Other vehicle expenses	\$750.00	\$750.00	\$750.00	\$750.00	lpasses, driver's license checks	0.04%									
5250	In-State Travel	\$6,000.00	\$5,000.00	\$5,000.00	\$5,000.00		0.28%									
5260	Out-of-State Travel	\$10,000.00	\$7,000.00	\$6,000.00	\$7,000.00	ALA, ILA, IUG, ARSL	0.39%									
5270	Registration & Meetings, Other fees	\$10,600.00	\$7,000.00	\$9,000.00	\$10,000.00	DA (\$4,000), AC (\$3,000), Staff Conferences (\$1,000), training registration (\$1000)	0.39%									
5280	Conferences and Continuing Education Meetings	\$25,000.00	\$5,000.00	\$5,000.00	\$15,000.00	PUG day in person, minimal (no catering aside from coffee/water)	0.28%									
5290	Public Relations	\$500.00	\$500.00	\$500.00	\$500.00		0.03%									
5300	Liability Insurance	\$6,000.00	\$6,500.00	\$7,500.00	\$11,400.00	D and O: \$3,740; Cyber: \$3100; General Liability: 4500	0.36%									
5310	Computer, Software & Supplies	\$7,000.00	\$10,000.00	\$47,000.00	\$11,500.00	LMS \$5500; certs, \$2,000; CMS and libguides (\$4,000)	0.55%									
5310	Computer, Software & Supplies			\$65,000.00	\$18,986.00	IT equipment and software (NetNotify; zoom/phone/windows 365 (email, shared storage, apps)										
5320	General Office Supplies and Equipment	\$200.00	\$200.00	\$200.00	\$2,500.00	chairs, misc office supplies	0.01%									
5380	Telephone & Telecommunications	\$0.00	\$0.00	\$4,300.00	\$5,500.00	reimburse telco working from home (including ATT hotspot), \$1,200 phone dialer	0.00%									
5400	Equipment Repair & Maintenance Agreements	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	maintenance on servers, FW maintenance	0.17%									
5410	Legal	\$10,000.00	\$10,000.00	\$7,000.00	\$7,000.00	reduced due to prior years expenditures	0.55%									
5420	Accounting	\$5,200.00	\$5,000.00	\$7,000.00	\$55,600.00	Audit contract (5K), actuary for retiree benefits study (2K). Rails accounting (48,594)	0.28%									
5430	Consulting	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	RS summit (2.5K)	0.14%									
5435	Payroll services fees	\$6,020.40	\$6,249.18	\$6,500.00	\$8,000.00	FY23 cost 7.6K	0.35%									
5450	Information Service Costs	\$492,006.98	\$513,908.40	\$523,693.90	\$539,911.73	Innovative software maintenance, VEGA Discover, MARCIVE, OCLC fees (see info services spreadsheet)	28.44%									
5450	Information Service Costs	\$27,950.00	\$39,600.00	\$34,500.00	\$34,500.00	special projects-Capira mobile app (reimbursed by participants)	2.19%									
5470	Outside Printing services	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00		0.06%									
5480	Other Contractual Services	\$79,880.30	\$91,710.08	\$75,529.00	\$85,600.00	innovative hosting (78,499.58), web server hosting and maintenance (\$6,000), other contracts (1K)	5.08%									
5490	Depreciation	\$4,897.60	\$4,897.60	\$4,897.00	\$0.00	depreciation on cars	0.27%									
5500	Professional Association Membership Dues	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	IUG (\$200), WIIUG (\$100), HRSource (\$1,040), ARSL (\$150), ILA (\$200)	0.11%									
5510	Miscellaneous	\$2,500.00	\$2,500.00	\$2,500.00	\$500.00		0.14%									
5520	Miscellaneous - E-Commerce Fees	\$7,000.00	\$5,500.00	\$5,500.00	\$5,500.00		0.30%									
	<b>TOTAL EXPENDITURES</b>	<b>\$1,741,415.91</b>	<b>\$1,811,977.68</b>	<b>\$1,945,038.92</b>	<b>\$2,002,687.41</b>											
	<b>TOTAL EXPENDITURES LESS DEPRECIATION</b>	<b>\$1,736,518.31</b>	<b>\$1,807,080.08</b>	<b>\$1,940,141.92</b>	<b>\$2,002,687.41</b>		<b>100.27%</b>									
	<b>Exclusion of Depreciation from Cash Expenditures</b>															
	<b>Change in net position</b>	<b>\$39,194.68</b>	<b>\$5,102.40</b>	<b>-\$69,897.00</b>	<b>\$10,000.00</b>											
	<b>To Capital Reserves (Overage)</b>	<b>\$44,092.28</b>	<b>\$10,000.00</b>	<b>-\$65,000.00</b>	<b>\$10,000.00</b>											

Fully Participating & Basic Online Library Fees, July 2023 to June 2024 - 4% wage increase, 1% Merit															
CIRC FORMULA - balance divided by 3			\$1,222,316												
USER FORMULA - balance divided by 3			\$297,807.05	/	4,213,708	Circs	=	\$0.07068							
ITEMS FORMULA - balance divided by 3			\$297,807.05	/	4,818,195	Items	=	\$0.06181							
LIBRARY FORMULA - \$3427 for FP; \$2399 for basic Capital Reserve: \$629 for FP; \$441 for Basic Hosting fee: \$524 for FP; \$370 for Basic			\$328,895.00	/	98	Libraries		\$328,895.00							
	FY23		Per		Per		Per	Per	CR	Hosting Fee	FY24	\$	%		Difference of round up & actual
Library	total fees	Circs	Circ chg	Users	user chg	Items	item charge	library	Contribution		total fees	Inc/Dec	Inc/Dec	Actual	
Andalusia TL (AN)	\$4,416.00	5,442	\$384.64	395	\$327.93	12,167	\$752.03	\$2,399.00	\$441.00	\$370.00	\$4,675.00	\$259.00	5.87%	\$4,674.60	\$0.40
Bertolet ML (BM)	\$4,695.00	10,178	\$719.31	308	\$255.98	13,702	\$846.93	\$2,399.00	\$441.00	\$370.00	\$5,032.00	\$337.00	7.18%	\$5,032.22	(\$0.22)
Bourbonnais PL (BD)	\$17,451.00	86,309	\$6,099.93	7,742	\$6,427.09	36,492	\$2,255.51	\$3,328.00	\$629.00	\$524.00	\$19,264.00	\$1,813.00	10.39%	\$19,263.52	\$0.48
Bradley PL (BR)	\$13,037.00	46,205	\$3,265.57	3,929	\$3,262.11	46,262	\$2,859.40	\$3,427.00	\$629.00	\$524.00	\$13,967.00	\$930.00	7.13%	\$13,967.08	(\$0.08)
Byron PLD (BY)	\$14,038.00	55,795	\$3,943.38	3,606	\$2,993.96	60,512	\$3,740.16	\$3,427.00	\$629.00	\$524.00	\$15,257.00	\$1,219.00	8.68%	\$15,257.49	(\$0.49)
Charles B. Phillips PL (Newark) (CP)	\$7,040.00	15,135	\$1,069.70	737	\$612.13	19,359	\$1,196.56	\$3,427.00	\$629.00	\$524.00	\$7,458.00	\$418.00	5.94%	\$7,458.39	(\$0.39)
Cherry Valley PL (CH)	\$18,461.00	98,071	\$6,931.24	3,924	\$3,257.68	78,663	\$4,862.09	\$3,427.00	\$629.00	\$524.00	\$19,631.00	\$1,170.00	6.34%	\$19,631.01	(\$0.01)
Clinton Township PLD (CT)	\$6,776.00	15,425	\$1,090.20	653	\$542.12	15,763	\$974.27	\$3,427.00	\$629.00	\$524.00	\$7,187.00	\$411.00	6.07%	\$7,186.59	\$0.41
Coal City PL (CC)	\$16,492.00	79,834	\$5,642.35	4,403	\$3,655.34	71,202	\$4,400.89	\$3,427.00	\$629.00	\$524.00	\$18,279.00	\$1,787.00	10.84%	\$18,278.59	\$0.41
Colona District Library (CL)	\$9,063.00	23,641	\$1,670.85	2,335	\$1,938.23	25,002	\$1,545.32	\$3,427.00	\$629.00	\$524.00	\$9,734.00	\$671.00	7.40%	\$9,734.40	(\$0.40)
Cordova PL (CO)	\$6,344.00	10,029	\$708.81	411	\$341.21	16,799	\$1,038.35	\$3,427.00	\$629.00	\$524.00	\$6,668.00	\$324.00	5.11%	\$6,668.36	(\$0.36)
Cortland PL (CN)	\$9,090.00	35,954	\$2,541.05	1,082	\$897.99	28,441	\$1,757.88	\$3,427.00	\$629.00	\$524.00	\$9,777.00	\$687.00	7.56%	\$9,776.93	\$0.07
Creston-Dement PL (CR)	\$4,466.00	6,105	\$431.50	286	\$237.44	15,188	\$938.77	\$2,399.00	\$441.00	\$370.00	\$4,818.00	\$352.00	7.88%	\$4,817.71	\$0.29
DeKalb PL (DK)	\$35,255.00	164,073	\$11,596.01	16,829	\$13,971.61	148,248	\$9,163.02	\$3,427.00	\$629.00	\$524.00	\$39,311.00	\$4,056.00	11.50%	\$39,310.64	\$0.36
Earlville PL (EA)	\$5,366.00	14,135	\$999.03	762	\$632.61	17,549	\$1,084.66	\$2,399.00	\$441.00	\$370.00	\$5,926.00	\$560.00	10.44%	\$5,926.30	(\$0.30)
East Dubuque PL (EP)	\$7,631.00	17,832	\$1,260.27	1,015	\$842.37	22,952	\$1,418.66	\$3,427.00	\$629.00	\$524.00	\$8,101.00	\$470.00	6.16%	\$8,101.29	(\$0.29)
East Moline PL (EM)	\$16,719.00	58,973	\$4,167.99	5,810	\$4,823.43	64,576	\$3,991.39	\$3,427.00	\$629.00	\$524.00	\$17,563.00	\$844.00	5.05%	\$17,562.80	\$0.20
Elizabeth TL (EL)	\$5,742.00	5,401	\$381.70	369	\$306.06	13,614	\$841.49	\$3,427.00	\$629.00	\$524.00	\$6,109.00	\$367.00	6.39%	\$6,109.25	(\$0.25)
Ella Johnson Memorial PL (EJ)	\$17,917.00	81,807	\$5,781.80	7,178	\$5,959.41	56,851	\$3,513.92	\$3,427.00	\$629.00	\$524.00	\$19,835.00	\$1,918.00	10.70%	\$19,835.12	(\$0.12)
Erie PL (ER)	\$6,887.00	10,217	\$722.07	747	\$619.88	24,265	\$1,499.79	\$3,427.00	\$629.00	\$524.00	\$7,422.00	\$535.00	7.77%	\$7,421.74	\$0.26
Flagg-Rochelle PLD (FL)	\$11,736.00	30,727	\$2,171.68	3,765	\$3,125.96	45,247	\$2,796.66	\$3,427.00	\$629.00	\$524.00	\$12,674.00	\$938.00	7.99%	\$12,674.30	(\$0.30)
Fossil Ridge PL (Braidwood) (FR)	\$12,865.00	44,096	\$3,116.54	4,395	\$3,648.98	43,158	\$2,667.55	\$3,427.00	\$629.00	\$524.00	\$14,013.00	\$1,148.00	8.92%	\$14,013.07	(\$0.07)
Franklin Grove PLD (FG)	\$6,164.00	7,732	\$546.49	405	\$336.23	17,671	\$1,092.22	\$3,427.00	\$629.00	\$524.00	\$6,555.00	\$391.00	6.34%	\$6,554.94	\$0.06
Freeport PLD (FP)	\$23,952.00	91,214	\$6,446.64	9,550	\$7,928.63	119,546	\$7,389.02	\$3,427.00	\$629.00	\$524.00	\$26,344.00	\$2,392.00	9.99%	\$26,344.29	(\$0.29)
Galena PLD (GA)	\$8,773.00	31,070	\$2,195.87	1,496	\$1,241.97	24,493	\$1,513.90	\$3,427.00	\$629.00	\$524.00	\$9,532.00	\$759.00	8.65%	\$9,531.75	\$0.25
Geneseo PL (GP)	\$15,356.00	58,264	\$4,117.88	4,453	\$3,696.58	72,151	\$4,459.55	\$3,427.00	\$629.00	\$524.00	\$16,854.00	\$1,498.00	9.76%	\$16,854.00	(\$0.00)
Genoa PL (GE)	\$8,335.00	22,316	\$1,577.22	1,490	\$1,236.99	23,238	\$1,436.31	\$3,427.00	\$629.00	\$524.00	\$8,831.00	\$496.00	5.95%	\$8,830.53	\$0.47
Grant Park PL (GR)	\$3,956.00	3,093	\$218.60	246	\$204.50	9,492	\$586.71	\$2,399.00	\$441.00	\$370.00	\$4,220.00	\$264.00	6.67%	\$4,219.81	\$0.19
Graves-Hume PL (Mendota) (GV)	\$9,651.00	29,538	\$2,087.60	2,095	\$1,739.53	35,875	\$2,217.39	\$3,427.00	\$629.00	\$524.00	\$10,625.00	\$974.00	10.09%	\$10,624.52	\$0.48
Hanover TL (HN)	\$4,254.00	4,762	\$336.56	316	\$262.06	10,278	\$635.27	\$2,399.00	\$441.00	\$370.00	\$4,444.00	\$190.00	4.47%	\$4,443.89	\$0.11
Harvard Diggins PL (HR)	\$11,797.00	29,094	\$2,056.24	3,241	\$2,690.94	50,309	\$3,109.54	\$3,427.00	\$629.00	\$524.00	\$12,437.00	\$640.00	5.43%	\$12,436.72	\$0.28
Henry C Adams ML (HE)	\$4,658.00	4,799	\$339.15	685	\$568.96	14,152	\$874.70	\$2,399.00	\$441.00	\$370.00	\$4,993.00	\$335.00	7.19%	\$4,992.81	\$0.19
Highland Community College (HC)	\$8,645.00	4,551	\$321.65	1,376	\$1,142.35	50,920	\$3,147.33	\$3,427.00	\$629.00	\$524.00	\$9,191.00	\$546.00	6.32%	\$9,191.32	(\$0.32)
Hinckley PLD (HK)	\$7,343.00	20,444	\$1,444.92	945	\$784.26	19,816	\$1,224.78	\$3,427.00	\$629.00	\$524.00	\$8,034.00	\$691.00	9.41%	\$8,033.96	\$0.04
Homer PL (HD)	\$26,416.00	114,876	\$8,118.95	13,872	\$11,516.17	95,272	\$5,888.67	\$3,427.00	\$629.00	\$524.00	\$30,104.00	\$3,688.00	13.96%	\$30,103.80	\$0.20
Ida PL (Belvedere) (BL)	\$20,766.00	82,114	\$5,803.45	8,835	\$7,334.76	72,388	\$4,474.24	\$3,427.00	\$629.00	\$524.00	\$22,192.00	\$1,426.00	6.87%	\$22,192.45	(\$0.45)
Johnsburg PL (JO)	\$12,215.00	36,231	\$2,560.65	3,519	\$2,921.73	49,949	\$3,087.31	\$3,427.00	\$629.00	\$524.00	\$13,150.00	\$935.00	7.65%	\$13,149.69	\$0.31
Joliet Township HS (JC)	\$11,935.00	12,541	\$886.37	6,762	\$5,613.77	20,575	\$1,271.72	\$3,427.00	\$629.00	\$524.00	\$12,352.00	\$417.00	3.49%	\$12,351.86	\$0.14
Julia Hull PL (Stillman Valley) (JH)	\$9,670.00	33,442	\$2,363.52	2,000	\$1,660.11	31,795	\$1,965.23	\$3,427.00	\$629.00	\$524.00	\$10,569.00	\$899.00	9.30%	\$10,568.86	\$0.14
Kankakee PL (KK)	\$18,804.00	49,311	\$3,485.07	6,633	\$5,506.68	85,059	\$5,257.38	\$3,427.00	\$629.00	\$524.00	\$18,829.00	\$25.00	0.13%	\$18,829.12	(\$0.12)
LaSalle PL (LS)	\$12,010.00	27,510	\$1,944.27	2,629	\$2,182.58	63,002	\$3,894.10	\$3,427.00	\$629.00	\$524.00	\$12,601.00	\$591.00	4.92%	\$12,600.95	\$0.05
Lena CL (LE)	\$6,943.00	18,473	\$1,305.59	866	\$718.95	17,386	\$1,074.59	\$3,427.00	\$629.00	\$524.00	\$7,679.00	\$736.00	10.60%	\$7,679.13	(\$0.13)
Limestone PL (LI)	\$7,685.00	14,382	\$1,016.46	1,454	\$1,206.83	23,855	\$1,474.47	\$3,427.00	\$629.00	\$524.00	\$8,278.00	\$593.00	7.72%	\$8,277.75	\$0.25
Lostant Community Public	\$3,875.00	1,298	\$91.74	154	\$127.85	8,186	\$505.94	\$2,399.00	\$441.00	\$370.00	\$3,936.00	\$61.00	1.57%	\$3,935.52	\$0.48
Malta Township PL (ML)	\$6,010.00	7,160	\$506.06	527	\$437.51	13,515	\$835.37	\$3,427.00	\$629.00	\$524.00	\$6,359.00	\$349.00	5.81%	\$6,358.94	\$0.06
Manhattan PL (MT)	\$15,679.00	75,962	\$5,368.65	5,898	\$4,896.48	55,441	\$3,426.72	\$3,427.00	\$629.00	\$524.00	\$18,272.00	\$2,593.00	16.54%	\$18,271.86	\$0.14
Manteno PL (MN)	\$14,471.00	51,217	\$3,619.78	4,182	\$3,472.15	63,785	\$3,942.46	\$3,427.00	\$629.00	\$524.00	\$15,614.00	\$1,143.00	7.90%	\$15,614.38	(\$0.38)
Maple Park PL (MP)	\$5,564.00	3,556	\$251.32	373	\$309.94	12,091	\$747.35	\$3,427.00	\$629.00	\$524.00	\$5,889.00	\$325.00	5.84%	\$5,888.61	\$0.39
Marengo-Union	\$15,495.00	65,502	\$4,629.40	4,734	\$3,929.72	61,347	\$3,791.79	\$3,427.00	\$629.00	\$524.00	\$16,931.00	\$1,436.00	9.27%	\$16,930.92	\$0.08
Marseilles PL (MB)	\$5,511.00	11,681	\$825.59	712	\$591.37	25,759	\$1,592.11	\$2,399.00	\$441.00	\$370.00	\$6,219.00	\$708.00	12.85%	\$6,219.08	(\$0.08)
Meridian Schools (Stillman Valley) (MS)	\$9,553.00	30,989	\$2,190.20	1,851	\$1,536.97	37,482	\$2,316.72	\$3,427.00	\$629.00	\$524.00	\$10,624.00	\$1,071.00	11.21%	\$10,623.88	\$0.12
Mokena PL (MK)	\$19,986.00	82,794	\$5,851.55	7,904	\$6,561.85	86,106	\$5,322.13	\$3,427.00	\$629.00	\$524.00	\$22,316.00	\$2,330.00	11.66%	\$22,315.54	\$0.46
Moline PL (MX)	\$37,259.00	171,910	\$12,149.87	16,490	\$13,689.62	186,963	\$11,555.99	\$3,427.00	\$629.00	\$524.00	\$41,975.00	\$4,716.00	12.66%	\$41,975.48	(\$0.48)
Morris Area PL (MR)	\$15,921.00	65,043	\$4,596.96	6,278	\$5,211.96	50,196	\$3,102.56	\$3,427.00	\$629.00	\$524.00	\$17,491.00	\$1,570.00	9.86%	\$17,491.48	(\$0.48)
Mt. Carroll (MO)	\$5,301.00	6,231	\$440.38	1,236	\$1,026.12	17,862	\$1,104.03	\$2,399.00	\$441.00	\$370.00	\$5,781.00	\$480.00	9.05%	\$5,780.53	\$0.47
Mt. Morris PL (MM)	\$6,108.00	13,887	\$981.50	894	\$742.47	25,349	\$1,566.79	\$2,399.00	\$441.00	\$370.00	\$6,501.00	\$393.00	6.43%	\$6,500.76	\$0.24
New Lenox PL (NL)	\$32,340.00	174,857	\$12,358.18	13,504	\$11,210.94	137,746	\$8,513.94	\$3,427.00	\$629.00	\$524.00	\$36,663.00	\$4,323.00	13.37%	\$36,663.06	(\$0.06)
Nippersink PL (KR)	\$12,253.00	41,633	\$2,942.47	3,186	\$2,645.27	50,481	\$3,120.17	\$3,427.00	\$629.00	\$524.00	\$13,288.00	\$1,035.00	8.45%	\$13,287.92	\$0.08
North Chicago (NC)	\$10,944.00	9,222	\$651.77	4,487	\$3,725.08	54,478	\$3,367.22	\$3,427.00	\$629.00	\$524.00	\$12,324.00	\$1,380.00	12.61%	\$12,324.07	(\$0.07)
North Suburban LD (LP)	\$55,661.00	257,051	\$18,167.28	20,379	\$16,918.25	291,710	\$18,030.24	\$3,427.00	\$629.00	\$524.00	\$57,696.00	\$2,035.00	3.66%	\$57,695.76	\$0.24

Pecatonica PL (PT)	\$7,499.00	20,719	\$1,464.33	1,250	\$1,038.02	17,059	\$1,054.38	\$3,427.00	\$629.00	\$524.00	\$8,137.00	\$638.00	8.51%	\$8,136.73	\$0.27
Peotone PL (PE)	\$13,464.00	43,069	\$3,043.93	4,103	\$3,406.56	61,848	\$3,822.75	\$3,427.00	\$629.00	\$524.00	\$14,853.00	\$1,389.00	10.32%	\$14,853.25	(\$0.25)
Peru PL (PU)	\$11,947.00	50,755	\$3,587.15	2,785	\$2,312.09	41,760	\$2,581.12	\$3,427.00	\$629.00	\$524.00	\$13,060.00	\$1,113.00	9.32%	\$13,060.36	(\$0.36)
Plano Community PL (PD)	\$14,945.00	55,627	\$3,931.46	5,166	\$4,288.78	56,767	\$3,508.72	\$3,427.00	\$629.00	\$524.00	\$16,309.00	\$1,364.00	9.13%	\$16,308.96	\$0.04
Plano CUSD (PX)	\$10,834.00	23,273	\$1,644.81	2,924	\$2,427.76	42,239	\$2,610.76	\$3,427.00	\$629.00	\$524.00	\$11,263.00	\$429.00	3.96%	\$11,263.34	(\$0.34)
Polo PLD (PO)	\$5,675.00	12,105	\$855.51	1,316	\$1,092.54	14,502	\$896.33	\$2,399.00	\$441.00	\$370.00	\$6,054.00	\$379.00	6.68%	\$6,054.37	(\$0.37)
Princeton PL (PR)	\$13,105.00	37,275	\$2,634.44	3,195	\$2,652.75	74,900	\$4,629.50	\$3,427.00	\$629.00	\$524.00	\$14,497.00	\$1,392.00	10.62%	\$14,496.69	\$0.31
Princeton Township HS (PF)	\$4,159.00	2,515	\$177.73	695	\$576.71	7,063	\$436.54	\$2,399.00	\$441.00	\$370.00	\$4,401.00	\$242.00	5.82%	\$4,400.97	\$0.03
Prophetstown-Lyndon-Tampico Schools (TW)	\$6,083.00	18,595	\$1,314.24	1,027	\$852.89	22,142	\$1,368.55	\$2,399.00	\$441.00	\$370.00	\$6,746.00	\$663.00	10.90%	\$6,745.68	\$0.32
Putnam County Schools (UC)	\$5,569.00	3,786	\$267.55	534	\$443.60	9,063	\$560.15	\$3,427.00	\$629.00	\$524.00	\$5,851.00	\$282.00	5.06%	\$5,851.31	(\$0.31)
Putnam County PL (UE)	\$9,189.00	27,876	\$1,970.13	1,474	\$1,223.98	34,398	\$2,126.12	\$3,427.00	\$629.00	\$524.00	\$9,900.00	\$711.00	7.74%	\$9,900.24	(\$0.24)
Reddick PL (Ottawa) (RL)	\$18,491.00	96,473	\$6,818.30	5,729	\$4,756.46	63,957	\$3,953.09	\$3,427.00	\$629.00	\$524.00	\$20,108.00	\$1,617.00	8.74%	\$20,107.85	\$0.15
Richard A Mautino PL (MA)	\$7,170.00	16,936	\$1,196.94	1,304	\$1,082.85	34,018	\$2,102.61	\$2,399.00	\$441.00	\$370.00	\$7,592.00	\$422.00	5.89%	\$7,592.40	(\$0.40)
River Valley DL (RD)	\$10,759.00	40,525	\$2,864.11	1,704	\$1,414.93	42,846	\$2,648.26	\$3,427.00	\$629.00	\$524.00	\$11,507.00	\$748.00	6.95%	\$11,507.30	(\$0.30)
Robert R Jones DL (CV)	\$10,008.00	20,825	\$1,471.85	2,542	\$2,110.63	41,236	\$2,548.77	\$3,427.00	\$629.00	\$524.00	\$10,711.00	\$703.00	7.02%	\$10,711.25	(\$0.25)
Robert Rowe PL (Sheridan) (RO)	\$6,708.00	10,764	\$760.78	919	\$762.67	17,216	\$1,064.08	\$3,427.00	\$629.00	\$524.00	\$7,168.00	\$460.00	6.86%	\$7,167.53	\$0.47
Rock Island PL (RP)	\$31,715.00	130,481	\$9,221.82	13,743	\$11,409.63	139,557	\$8,625.86	\$3,427.00	\$629.00	\$524.00	\$33,837.00	\$2,122.00	6.69%	\$33,837.31	(\$0.31)
Rockford University (RU)	\$13,093.00	1,431	\$101.14	1,346	\$1,117.44	134,924	\$8,339.50	\$3,427.00	\$629.00	\$524.00	\$14,138.00	\$1,045.00	7.98%	\$14,138.08	(\$0.08)
Sandwich PLD (SA)	\$10,488.00	28,895	\$2,042.18	2,876	\$2,387.36	38,340	\$2,369.77	\$3,427.00	\$629.00	\$524.00	\$11,379.00	\$891.00	8.50%	\$11,379.31	(\$0.31)
Schmaling ML (SC)	\$6,199.00	17,244	\$1,218.71	915	\$759.90	25,247	\$1,560.49	\$2,399.00	\$441.00	\$370.00	\$6,749.00	\$550.00	8.87%	\$6,749.10	(\$0.10)
Seneca PL (SE)	\$10,454.00	15,308	\$1,081.93	1,602	\$1,329.97	68,581	\$4,238.89	\$3,427.00	\$629.00	\$524.00	\$11,231.00	\$777.00	7.43%	\$11,230.79	\$0.21
Serena Schools (CF)	\$4,978.00	9,001	\$636.13	690	\$572.56	16,666	\$1,030.11	\$2,399.00	\$441.00	\$370.00	\$5,449.00	\$471.00	9.46%	\$5,448.79	\$0.21
Sherrard PL (SD)	\$8,893.00	30,431	\$2,150.71	1,490	\$1,237.27	29,304	\$1,811.27	\$3,427.00	\$629.00	\$524.00	\$9,779.00	\$886.00	9.96%	\$9,779.24	(\$0.24)
Silvis PL (SL)	\$9,660.00	28,042	\$1,981.91	2,955	\$2,453.22	20,040	\$1,238.65	\$3,427.00	\$629.00	\$524.00	\$10,254.00	\$594.00	6.15%	\$10,253.79	\$0.21
Somonauk PL (SN)	\$12,074.00	42,442	\$2,999.62	3,361	\$2,790.01	45,260	\$2,797.47	\$3,427.00	\$629.00	\$524.00	\$13,167.00	\$1,093.00	9.05%	\$13,167.09	(\$0.09)
South Beloit PLD (SB)	\$7,724.00	17,569	\$1,241.73	1,460	\$1,212.36	18,727	\$1,157.47	\$3,427.00	\$629.00	\$524.00	\$8,192.00	\$468.00	6.06%	\$8,191.56	\$0.44
Stockton TL (SK)	\$5,227.00	11,065	\$782.05	552	\$458.54	19,274	\$1,191.28	\$2,399.00	\$441.00	\$370.00	\$5,642.00	\$415.00	7.94%	\$5,641.88	\$0.12
Streator PL (SR)	\$10,166.00	23,694	\$1,674.59	2,496	\$2,072.44	40,510	\$2,503.90	\$3,427.00	\$629.00	\$524.00	\$10,831.00	\$665.00	6.54%	\$10,830.93	\$0.07
Sycamore PL (SY)	\$22,116.00	135,749	\$9,594.19	6,436	\$5,343.41	85,487	\$5,283.83	\$3,427.00	\$629.00	\$524.00	\$24,801.00	\$2,685.00	12.14%	\$24,801.43	(\$0.43)
Talcott Free PL (TF)	\$13,021.00	49,104	\$3,470.49	3,483	\$2,891.57	53,250	\$3,291.30	\$3,427.00	\$629.00	\$524.00	\$14,233.00	\$1,212.00	9.31%	\$14,233.35	(\$0.35)
Three Rivers PL (Channahon/Minooka) (TC)	\$22,399.00	106,617	\$7,535.22	9,127	\$7,576.90	83,070	\$5,134.48	\$3,427.00	\$629.00	\$524.00	\$24,827.00	\$2,428.00	10.84%	\$24,826.60	\$0.40
United Township HS (E. Moline) (UT)	\$9,035.00	15,343	\$1,084.35	2,624	\$2,178.15	35,680	\$2,205.34	\$3,427.00	\$629.00	\$524.00	\$10,048.00	\$1,013.00	11.21%	\$10,047.85	\$0.15
Walnut PLD (WA)	\$4,764.00	6,126	\$432.96	418	\$347.30	15,898	\$982.64	\$2,399.00	\$441.00	\$370.00	\$4,973.00	\$209.00	4.39%	\$4,972.89	\$0.11
Warren Township PL (WR)	\$4,533.00	8,545	\$603.95	406	\$337.34	12,589	\$778.11	\$2,399.00	\$441.00	\$370.00	\$4,929.00	\$396.00	8.74%	\$4,929.40	(\$0.40)
Western Dist PL (Orion) (WD)	\$7,463.00	17,698	\$1,250.84	1,372	\$1,139.03	16,309	\$1,008.04	\$3,427.00	\$629.00	\$524.00	\$7,978.00	\$515.00	6.90%	\$7,977.91	\$0.09
Wilmington PL (WL)	\$12,890.00	52,509	\$3,711.09	3,576	\$2,969.05	48,145	\$2,975.79	\$3,427.00	\$629.00	\$524.00	\$14,236.00	\$1,346.00	10.44%	\$14,235.93	\$0.07
Woodstock PL (WO)	\$34,125.00	160,596	\$11,350.25	13,162	\$10,926.74	166,783	\$10,308.64	\$3,427.00	\$629.00	\$524.00	\$37,166.00	\$3,041.00	8.91%	\$37,165.63	\$0.37
Yorkville PL (YK)	\$17,418.00	73,012	\$5,160.18	6,736	\$5,592.46	76,706	\$4,741.13	\$3,427.00	\$629.00	\$524.00	\$20,074.00	\$2,656.00	15.25%	\$20,073.77	\$0.23
<b>TOTALS</b>	<b>\$1,227,257.00</b>	<b>4,213,708</b>	<b>\$297,807.05</b>	<b>358,720</b>	<b>\$297,807.05</b>	<b>4,818,195</b>	<b>\$297,807.05</b>	<b>\$328,895.00</b>	<b>\$60,398.00</b>	<b>\$50,368.00</b>	<b>\$1,333,082.00</b>	<b>\$105,825.00</b>	<b>8.13%</b>	<b>\$1,333,082.14</b>	<b>(\$0.14)</b>
								<b>\$1,222,316.14</b>							
<b>*Actual amount to be billed to library</b>															
<b>65%/35% split</b>				<b>Circs</b>		<b>Users</b>		<b>Items</b>		<b>Per library</b>	<b>Reserves</b>	<b>Hosting</b>			
Hampton School District				4,077	\$288.15	361	\$299.70	13,763	\$850.68	\$1,199.45	\$220.15	\$183.40		\$3,041.52	
United Township HS				11,266	\$796.23	2,262	\$1,877.90	21,917	\$1,354.66	\$2,227.55	\$408.85	\$340.60		\$7,005.80	
				15,343	\$1,084.38	2,623	\$2,177.60	35,680	\$2,205.34	\$3,427.00	\$629.00	\$524.00		\$10,047.32	

PrairieCat Annual Billing for Union List Members

LLSAP Code	Agency	Phone	Staff Name	Staff Email	Base Fee FY24	CR Contribution	Total Due	
AA	Annawan-Alba Township Library	309-935-6483	Michele Thurston	thurstonm2003@gmail.com	\$857.00	\$157.00	\$1,014.00	
AL	Alleman High School	309-786-7793	Nancy Morris	ncmorris@qconline.com	\$857.00	\$157.00	\$1,014.00	
BC	Boylan Central Catholic High School	815-877-1088	Angela Long	along@boylan.org	\$857.00	\$157.00	\$1,014.00	
BV	Bureau Valley School District 340	815-445-4004	Mary Heing	mheing@bureauvalley.net	\$857.00	\$157.00	\$1,014.00	
BF	Byron CUSD #226	815.234.5491 ext. 241	Jill Smith	jsmith1@byron226.org	\$857.00	\$157.00	\$1,014.00	
CY	Chadwick-Milledgeville C.U.S.D. #399	815-225-7141 x245	Lisa Richter	lrichter@dist399.net	\$857.00	\$157.00	\$1,014.00	
DB	Dakota C.U.S.D. #201	815-449-2812 x184	Michele Shippy	mshippy@dakota201.com	\$857.00	\$157.00	\$1,014.00	
EO	Eastland C.U.S.D. #308	815-493-6341	Erin Cox (formerly	ecox@eastland308.com	\$857.00	\$157.00	\$1,014.00	
FO	Forreton Public Library	815-938-2624	Julie Voss	forretonpubliclibrary@gmail.com	\$857.00	\$157.00	\$1,014.00	
GK	Genoa-Kingston C.U.S.D. #424	815-784-5111 x1140	Tara Wilkins	twilkins@gkschools.org	\$857.00	\$157.00	\$1,014.00	
GL	Galena Unit S.D. #120	815-777-0917	Anne Huber	huberan@gusd120.k12.il.us	\$857.00	\$157.00	\$1,014.00	
HI	Moore Memorial Library District	309-658-2666	Carrie Wisley	library.hillsdale@gmail.com	\$857.00	\$157.00	\$1,014.00	
HW	Hiawatha C.U.S.D. #426	815-522-3335 x24 or	Angie Messenger	angie.messenger@hiawatha426.org	\$857.00	\$157.00	\$1,014.00	
KI	Kirkland Public Library	815-522-6260	Linda Fett	kirklandlib@hotmail.com	\$857.00	\$157.00	\$1,014.00	
LN	Lanark Public Library	815-493-2166	Janie Dollinger	lanarklibrary1@gmail.com	\$857.00	\$157.00	\$1,014.00	
MG	Mineral Gold Public Library District	309-288-3971	Connie Baele	minerallibrary@mchsi.com	\$857.00	\$157.00	\$1,014.00	
MI	Mills & Petrie Memorial Library	815-453-2213	Linda Dallam	library@ashtonusa.com	\$857.00	\$157.00	\$1,014.00	
MV	Moline School District #40	309-743-8902	Carolyn Mesick	cmesick@molineschools.org	\$857.00	\$157.00	\$1,014.00	
MY	Mazon-Verona-Kinsman Elementary SD	815-448-2127	Ralph Rowe, Jr.	rrowejr@mvkmavericks.org	\$857.00	\$157.00	\$1,014.00	
PB	Polo C.U.S.D. #222	815-946-3314	Carrie Ukena	c.ukena@poloschools.net	\$857.00	\$157.00	\$1,014.00	
PK	Pankhurst Memorial Library	815-857-3925	Emily Goff	pmlambo@gmail.com	\$857.00	\$157.00	\$1,014.00	
PL	Pearl City C.U.S.D. #200	815-443-2715	Randy Welp	rwelp@pcwolves.net	\$857.00	\$157.00	\$1,014.00	
PS	Pecatonica C.U.S.D. #321	815-239-2611x1330	Brenda Townsend	brendatownsend@pecschools.com	\$857.00	\$157.00	\$1,014.00	
RA	Raymond A. Sapp Memorial Library	815-699-2342	Vanessa Zimmerlein	rasapplib@gmail.com	\$857.00	\$157.00	\$1,014.00	
RH	River Bend Community Unit School District 2	815-589-3511	Amy Heyvaert	aheyvaert@riverbendschools.net	\$857.00	\$157.00	\$1,014.00	
RI	Rock Island School District #41	309-793-5950 ex.1139	Mary Mendelin	mary.mendelin@rimisd41.org	\$857.00	\$157.00	\$1,014.00	
RV	River Ridge C.U.S.D. #210	815-858-9005 x320	Judy Tippett	jtippett@riverridge210.org	\$857.00	\$157.00	\$1,014.00	
RW	Rochelle Twp. H.S. Dist. #212	815-562-4161 x4112	Ann Marie Jinkins	ajinkins@rths.rochelle.net	\$857.00	\$157.00	\$1,014.00	
RY	Rockridge School District #300	309-795-1736	Jacqy Peterson	jpeterson@rr300.org	\$857.00	\$157.00	\$1,014.00	
SH	Sheffield Public Library	815-454-2628	Sue Lanxon	sheffieldlib@yahoo.com	\$857.00	\$157.00	\$1,014.00	
SM	Scales Mound C.U.S.D. #211	815-845-2215x320	Hannah Wiegel	hannahwiegel@scalesmound.net	\$857.00	\$157.00	\$1,014.00	
TR	Trinity Medical Center	309-779-2603	Amanda Smolenski	amanda.smolenski@trinitycollegeqc.edu	\$857.00	\$157.00	\$1,014.00	
WC	Warren C.U.S.D. #205	815-745-2641	Sarah Harbach	sarah.harbach@205warren.net	\$857.00	\$157.00	\$1,014.00	
WN	Winnebago C.U.S.D. #323	815-335-2336 x117	Staci Thompson	ThompsonS@winnebagoschools.org	\$857.00	\$157.00	\$1,014.00	
YT	York Township Public Library	815-259-2480	Deeann Kramer	director@thomsonlibrary.org	\$857.00	\$157.00	\$1,014.00	
					\$29,995	\$5,495	\$35,490.00	



Date: 4/7/2023

To: PrairieCat Administrative Council

From: Elizabeth Smith, PrairieCat Training and Outreach Coordinator

Re: Membership Level Eligibility Report

### **Executive Summary:**

The Administrative Council annually reviews Membership Levels and Eligibility as outlined in governance documents. For details, see General Policy Manual, Membership Levels, Fee Structure, and Eligibility, page 21 and General Policy Manual, Membership Levels, Fee Structure, and Eligibility, Appendix A, page 35-36.

For public libraries, the report details the 3-year average of total operating expenditures as reported in the IPLAR. The PrairieCat fees as a percentage of that is also shown. The majority of libraries that spend more than 5% of their operating expenditures on PrairieCat fees are eligible for a lower level of PrairieCat membership, yet are choosing the higher level for the services it provides. All Fully Participating members spend less than 5% of their operating expenditures on PrairieCat fees, with an average of 2%.

For school libraries, the report details the 3-year average of enrollment. Membership eligibility for schools is based on the following from GPM Appendix A:

- *School libraries with a housing count (students) of 1400 or more are eligible for Basic Online or Fully Participating membership.*
- *School libraries with a housing count (students) of 1399 or fewer are eligible for Union Listing membership, Basic Online or Fully Participating membership.*
- *If a school district consists of multiple member schools and is already using a shared circulation system, admission to PrairieCat at union list level is allowed despite student body size.*

### **Recommendation:**

All public libraries are in the appropriate membership level based on their eligibility. The exception is Mt. Carroll PL, however, this library is already upgrading to Basic Online membership with an expected Go Live in 2023 so no action is needed.

All school libraries are in the appropriate membership level based on their eligibility so no action is needed at this time. It is recommended to clarify the language regarding the school eligibility at an upcoming meeting.



Membership Level Eligibility FY23 20230407

Sierra Code	Library	Current Level	Fiscal Year End	FY2018	FY2019	FY2021 IPLAR total operating expenditures	FY2022 IPLAR total operating expenditures	3 year average	FY23 PrairieCat Fees	Fees as % of Budget
	<b>Eligibility</b>									
	<b>Union List or Above - \$0-\$99,999</b>									
	<b>Basic Online or Above - \$100,000 - \$199,999</b>									
	<b>Fully Participating - \$200,000+</b>									
	<b>Blue text = libraries that would be eligible to move down</b>									
	<b>Sorted by Library Name</b>									
AN	Andalusia TL	BO	Mar	\$67,195	\$69,447	\$58,450	\$ 59,775	\$62,557	\$4,416.00	7.06%
AA	Annawan-Alba TL	UL	Mar	\$66,331	\$71,787	\$62,423	\$ 66,688	\$66,966	\$933.00	1.39%
BM	Bertolet Memorial LD	BO	Jun	\$125,595	\$134,089	\$149,939	\$ 127,631	\$137,220	\$4,695.00	3.42%
BD	Bourbonnais PL	FP	Jun	\$912,452	\$968,763	\$961,091	\$ 1,062,378	\$997,411	\$17,451.00	1.75%
BR	Bradley PL	FP	Jun	\$771,725	\$917,263	\$883,264	\$ 862,163	\$887,563	\$13,037.00	1.47%
BY	Byron PLD	FP	Jun	\$1,211,972	\$1,207,077	\$1,147,545	\$ 868,990	\$1,074,537	\$14,038.00	1.31%
CP	Charles B. Phillips PL (Newark)	FP	Jun	\$220,657	\$227,864	\$157,917	\$ 136,364	\$174,048	\$7,040.00	4.04%
CH	Cherry Valley PLD	FP	Jun	\$1,102,905	\$1,131,090	\$1,031,448	\$ 1,108,511	\$1,090,350	\$18,461.00	1.69%
CT	Clinton Township PLD	FP	Mar	\$104,849	\$112,353	\$105,209	\$ 117,930	\$111,831	\$6,776.00	6.06%
CC	Coal City PL	FP	Jun	\$1,324,439	\$1,371,354	\$ 1,167,428	\$ 1,089,475	\$1,209,419	\$16,492.00	1.36%
CL	Colona District Library	FP	Jun	\$290,005	\$292,857	\$ 244,823	\$ 246,531	\$261,404	\$9,063.00	3.47%
CO	Cordova PL	FP	Jun	\$341,975	\$508,380	\$ 242,587	\$ 271,720	\$340,896	\$6,344.00	1.86%
CN	Cortland PL	FP	Apr	\$228,321	\$242,875	\$ 235,743	\$ 250,148	\$242,922	\$9,090.00	3.74%
CR	Creston-Dement PL	BO	Jun	\$111,949	\$152,701	\$ 136,713	\$ 110,429	\$133,281	\$4,466.00	3.35%
DK	DeKalb PL	FP	Dec	\$5,818,760	\$3,646,334	\$ 2,396,286	\$ 2,275,453	\$2,772,691	\$35,255.00	1.27%
EA	Earlville PL	BO	Jun	\$155,618	\$178,305	\$ 143,612	\$ 160,684	\$160,867	\$5,366.00	3.34%
EP	East Dubuque PL	FP	Jun	\$251,236	\$265,713	\$ 269,341	\$ 216,365	\$250,473	\$7,631.00	3.05%
EM	East Moline PL	FP	Dec	\$709,493	\$836,498	\$ 788,788	\$ 790,609	\$805,298	\$16,719.00	2.08%
EL	Elizabeth TL	FP	Mar	\$54,754	\$55,804	\$ 52,385	\$ 89,908	\$66,032	\$5,742.00	8.70%
EJ	Ella Johnson Memorial PL	FP	Jun	\$912,541	\$983,478	\$ 736,624	\$ 770,906	\$830,336	\$17,917.00	2.16%
ER	Erie PL	FP	Jun	\$135,448	\$143,342	\$ 131,356	\$ 156,387	\$143,695	\$6,887.00	4.79%
FL	Flagg-Rochelle PLD	FP	Jun	\$550,692	\$542,292	\$ 464,078	\$ 461,274	\$489,215	\$11,736.00	2.40%
FO	Forreston PL	UL	Apr	\$39,556	\$37,224	\$ 41,179	\$ 46,643	\$41,682	\$933.00	2.24%
FR	Fossil Ridge PL (Braidwood)	FP	Jun	\$888,087	\$900,864	\$ 900,864	\$ 821,121	\$874,283	\$12,865.00	1.47%
FG	Franklin Grove PLD	FP	Apr	\$218,762	\$441,899	\$ 231,116	\$ 204,114	\$292,376	\$6,164.00	2.11%
FP	Freeport PLD	FP	Apr	\$1,073,399	\$1,143,124	\$ 1,133,124	\$ 1,009,221	\$1,095,156	\$23,952.00	2.19%
GA	Galena PLD	FP	Jun	\$429,078	\$357,407	\$ 344,471	\$ 400,066	\$367,315	\$8,773.00	2.39%
GP	Geneseo PL	FP	Jun	\$630,697	\$694,425	\$ 552,966	\$ 726,307	\$657,899	\$15,356.00	2.33%
GE	Genoa PLD	FP	Jun	\$267,920	\$274,824	\$ 267,302	\$ 276,043	\$272,723	\$8,335.00	3.06%
GR	Grant Park PL	BO	Apr	\$27,350	\$28,353	\$ 31,552	\$ 30,251	\$30,052	\$3,956.00	13.16%
GV	Graves-Hume PL (Mendota)	FP	Jun	\$266,017	\$291,756	\$ 244,221	\$ 294,624	\$276,867	\$9,651.00	3.49%
HN	Hanover TL	BO	Mar	\$42,961	\$47,549	\$ 45,510	\$ 56,436	\$49,832	\$4,254.00	8.54%
HV	Harvard Diggins Library	FP	Apr	\$351,175	\$371,112	\$ 345,657	\$ 422,418	\$379,729	\$11,797.00	3.11%
HE	Henry C Adams ML (Prophetstown)	BO	Apr	\$619,887	\$40,554	\$ 35,178	\$ 50,344	\$42,025	\$4,658.00	11.08%
HK	Hinckley PLD	FP	Jun	\$203,434	\$207,625	\$ 203,951	\$ 199,364	\$203,647	\$7,343.00	3.61%
HD	Homer PL	FP	Jun	\$2,409,775	\$2,418,780	\$ 1,753,664	\$ 1,872,252	\$2,014,899	\$26,416.00	1.31%

Membership Level Eligibility FY23 20230407

Sierra Code	Library	Current Level	Fiscal Year End	FY2018	FY2019	FY2021 IPLAR total operating expenditures	FY2022 IPLAR total operating expenditures	3 year average	FY23 PrairieCat Fees	Fees as % of Budget
ID	Ida PL	FP	Apr	\$814,175	\$870,072	\$ 770,807	\$ 871,975	\$837,618	\$20,766.00	2.48%
JO	Johnsburg PL	FP	Jun	\$636,633	\$666,288	\$ 665,475	\$ 632,178	\$654,647	\$12,215.00	1.87%
JH	Julia Hull PL (Stillman Valley)	FP	Jun	\$247,401	\$254,222	\$ 234,563	\$ 262,125	\$250,303	\$9,670.00	3.86%
KK	Kankakee PL	FP	Apr	\$1,841,680	\$1,879,726	\$ 1,793,548	\$ 1,963,520	\$1,878,931	\$18,804.00	1.00%
KI	Kirkland PL	UL	Apr	\$59,757	\$62,357	\$ 48,014	\$ 62,032	\$57,468	\$933.00	1.62%
LN	Lanark PL	UL	Apr	\$43,526	\$47,904	\$ 43,268	\$ 49,138	\$46,770	\$933.00	1.99%
LS	LaSalle PL	FP	Apr	\$390,634	\$460,124	\$ 434,302	\$ 466,274	\$453,567	\$12,010.00	2.65%
LE	Lena CL	FP	Jun	\$226,687	\$234,727	\$ 151,611	\$ 153,662	\$180,000	\$6,943.00	3.86%
LI	Limestone PL	FP	Jun	\$233,367	\$234,139	\$ 249,077	\$ 277,230	\$253,482	\$7,685.00	3.03%
LO	Lostant PL	BO	Jun			\$ 26,654	\$ 40,065	\$33,360	\$3,875.00	11.62%
ML	Malta Township PL	FP	Mar	\$138,188	\$147,330	\$ 137,500	\$ 145,478	\$143,436	\$6,010.00	4.19%
MT	Manhattan PL	FP	Jun	\$852,574	\$946,255	\$ 665,700	\$ 880,419	\$830,791	\$15,679.00	1.89%
MN	Manteno PL	FP	Jun	\$549,086	\$578,990	\$ 448,900	\$ 543,028	\$523,639	\$14,471.00	2.76%
MP	Maple Park PL	FP	Jun	\$41,278	\$45,139	\$ 31,179	\$ 49,946	\$42,088	\$5,564.00	13.22%
MU	Marengo-Union PL	FP	Jun			\$ 633,881	\$ 617,434	\$625,658	\$15,495.00	2.48%
MB	Marseilles PL	BO	Apr	\$112,531	\$100,867	\$ 132,899	\$ 127,419	\$120,395	\$5,511.00	4.58%
MI	Mills & Petrie ML	UL	Apr	\$59,659	\$61,625	\$ 47,989	\$ 45,921	\$51,845	\$933.00	1.80%
MG	Mineral-Gold PL	UL	Jun	\$64,136	\$64,681	\$ 51,653	\$ 49,506	\$55,280	\$933.00	1.69%
MK	Mokena PL	FP	Jun	\$2,612,873	\$2,617,092	\$ 2,280,779	\$ 2,132,233	\$2,343,368	\$19,986.00	0.85%
MX	Moline PL	FP	Dec	\$3,393,775	\$3,226,270	\$ 3,226,270	\$ 2,958,432	\$3,136,991	\$37,259.00	1.19%
HI	Moore Memorial PL	UL	Jun	\$25,258	\$25,766	\$ 20,278	\$ 43,840	\$29,961	\$933.00	3.11%
MR	Morris Area PL	FP	Jun	\$608,809	\$935,291	\$ 899,947	\$ 874,118	\$903,119	\$15,921.00	1.76%
MO	Mt. Carroll PL	UL	Mar	\$84,300	\$82,089	\$ 100,909	\$ 118,353	\$100,450	\$933.00	0.93%
MM	Mt. Morris PL	BO	Apr	\$112,619	\$113,524	\$ 130,075	\$ 126,356	\$123,318	\$6,108.00	4.95%
NL	New Lenox PL	FP	Jun	\$2,211,898	\$2,123,066	\$ 1,873,953	\$ 2,842,473	\$2,279,831	\$32,340.00	1.42%
NP	Nippersink PLD	FP	Jun	\$516,956	\$717,106	\$ 601,841	\$ 629,111	\$649,353	\$12,253.00	1.89%
NC	North Chicago	FP	Apr					NA	NA	NA
NS	North Suburban PLD	FP	Jun	\$3,938,297	\$2,735,627	\$ 3,254,433	\$ 3,661,477	\$3,217,179	\$55,661.00	1.73%
OD	Odell PL	FP	Apr	\$147,701	\$162,745	\$ 147,776	\$ 149,686	\$153,402	\$8,637.00	5.63%
OG	Oglesby PL	FP	Jun	\$125,863	\$143,953	\$ 136,284	\$ 132,620	\$137,619	\$7,363.00	5.35%
OR	Oregon PLD	FP	Jun	\$355,926	\$373,382	\$ 214,003	\$ 301,051	\$296,145	\$8,658.00	2.92%
PK	Pankhurst ML	UL	Apr	\$45,502	\$54,970	\$ 41,974	\$ 41,097	\$46,014	\$933.00	2.03%
PP	Pearl City PLD	FP	Jun	\$86,250	\$89,339	\$ 80,448	\$ 82,838	\$84,208	\$5,813.00	6.90%
PT	Pecatonica PL	FP	Jun	\$205,961	\$210,082	\$ 205,366	\$ 235,133	\$216,860	\$7,499.00	3.46%
PE	Peotone PL	FP	Jun	\$559,687	\$555,840	\$ 497,138	\$ 516,947	\$523,308	\$13,464.00	2.57%
PU	Peru PL	FP	Jun	\$696,052	\$717,928	\$ 650,180	\$ 831,815	\$733,308	\$11,947.00	1.63%
PD	Plano Community PL	FP	Jun	\$769,816	\$839,282	\$ 781,631	\$ 726,957	\$782,623	\$14,945.00	1.91%
PO	Polo PLD	BO	Jun	\$187,269	\$172,766	\$ 172,766	\$ 212,360	\$185,964	\$5,675.00	3.05%
PR	Princeton PL	FP	Apr	\$430,646	\$518,868	\$ 491,317	\$ 566,420	\$525,535	\$13,105.00	2.49%
UE	Putnam County PL	FP	Jun	\$388,841	\$388,680	\$ 386,951	\$ 455,751	\$410,461	\$9,189.00	2.24%
RA	Raymond A Sapp ML	UL	Mar	\$45,553	\$49,120	\$ 43,366	\$ 67,497	\$53,328	\$933.00	1.75%
RL	Reddick PL (Ottawa)	FP	Jun	\$1,348,558	\$1,306,580	\$ 962,000	\$ 1,065,988	\$1,111,523	\$18,491.00	1.66%
MA	Richard A Mautino (Spring Valley)	BO	Jun	\$154,529	\$154,704	\$ 142,294	\$ 129,911	\$142,303	\$7,170.00	5.04%

Membership Level Eligibility FY23 20230407

Sierra Code	Library	Current Level	Fiscal Year End	FY2018	FY2019	FY2021 IPLAR total operating expenditures	FY2022 IPLAR total operating expenditures	3 year average	FY23 PrairieCat Fees	Fees as % of Budget
RD	River Valley DL	FP	Jun	\$392,855	\$504,587	\$ 429,458	\$ 445,662	\$459,902	\$10,759.00	2.34%
CV	Robert R. Jones PLD (Coal Valley)	FP	Jun	\$278,907	\$289,545	\$ 289,337	\$ 283,285	\$287,389	\$10,008.00	3.48%
RO	Robert Rowe PL (Sheridan)	FP	Jun	\$205,232	\$203,122	\$ 186,216	\$ 201,401	\$196,913	\$6,708.00	3.41%
RP	Rock Island PL	FP	Dec	\$2,444,669	\$2,487,314	\$ 2,396,386	\$ 2,597,281	\$2,493,660	\$31,715.00	1.27%
SA	Sandwich PL	FP	Jun	\$648,875	\$669,575	\$ 611,648	\$ 620,259	\$633,827	\$10,488.00	1.65%
SC	Schmaling ML	BO	Jun	\$129,568	\$127,721	\$ 117,413	\$ 136,013	\$127,049	\$6,199.00	4.88%
SE	Seneca PL	FP	Jun	\$715,843	\$715,460	\$ 676,761	\$ 655,673	\$682,631	\$10,454.00	1.53%
SH	Sheffield PL	UL	Apr	\$40,256	\$35,241	\$ 31,331	\$ 27,984	\$31,519	\$933.00	2.96%
SD	Sherrard PLD	FP	Jun	\$273,804	\$306,848	\$ 226,922	\$ 264,971	\$266,247	\$8,893.00	3.34%
SL	Silvis PL	FP	Apr	\$252,170	\$280,806	\$ 288,968	\$ 327,498	\$299,091	\$9,660.00	3.23%
SN	Somonauk PL	FP	Jun	\$781,375	\$781,829	\$ 451,488	\$ 435,404	\$556,240	\$12,074.00	2.17%
SB	South Beloit PLD	FP	Dec	\$274,424	\$297,849	\$ 214,713	\$ 190,875	\$234,479	\$7,724.00	3.29%
SK	Stockton PL	BO	Mar	\$74,614	\$78,257	\$ 58,543	\$ 77,125	\$71,308	\$5,227.00	7.33%
SR	Streator PL	FP	Apr	\$246,846	\$365,825	\$ 365,825	\$ 337,763	\$356,471	\$10,166.00	2.85%
SY	Sycamore PL	FP	Apr	\$1,240,009	\$1,290,624	\$ 1,090,303	\$ 1,325,582	\$1,235,503	\$22,116.00	1.79%
TF	Talcott Free PLD	FP	Jun	\$516,956	\$331,637	\$ 479,537	\$ 523,407	\$444,860	\$13,021.00	2.93%
TC	Three Rivers PL (Channahon/Minooka)	FP	Jun	\$1,585,634	\$1,642,967	\$ 1,431,730	\$ 1,706,444	\$1,593,714	\$22,399.00	1.41%
WA	Walnut PL	BO	Jun	\$46,460	\$42,547	\$ 65,691	\$ 97,816	\$68,685	\$4,764.00	6.94%
WR	Warren Township PL	BO	Mar	\$88,080	\$84,559	\$ 59,731	\$ 67,904	\$70,731	\$4,533.00	6.41%
WD	Western Dist PL (Orion)	FP	Jun	\$223,717	\$235,956	\$ 235,929	\$ 240,756	\$237,547	\$7,463.00	3.14%
WL	Wilmington PL	FP	Jun	\$790,121	\$725,243	\$ 770,419	\$ 841,835	\$779,166	\$12,890.00	1.65%
WO	Woodstock PL	FP	Apr	\$1,649,498	\$1,820,363	\$ 1,852,000	\$ 1,837,500	\$1,836,621	\$34,125.00	1.86%
YT	York Township PL (Thomson)	UL	Mar	\$63,561	\$67,141	\$ 84,441	\$ 80,140	\$77,241	\$933.00	1.21%
YK	Yorkville PL	FP	Apr	\$837,009	\$839,338	\$ 788,571	\$ 1,584,914	\$1,070,941	\$17,418.00	1.63%
								\$58,244,681	\$1,138,324	1.95%

Membership Level Eligibility FY23 20230407

Sierra Code	Library	Current Level	Fiscal Year End	FY2018	FY2019	FY2021 IPLAR total operating	FY2022 IPLAR total operating	3 year average	FY23 PrairieCat Fees	Fees as % of Budget
	<b>Union List or Above - \$0-\$99,999</b>									
	Blue text = libraries that would be eligible to move down							Sorted		
HI	Moore Memorial PL	UL	Jun	\$25,258	\$25,766	\$ 20,278	\$ 43,840	\$29,961	\$933.00	3.11%
GR	Grant Park PL	BO	Apr	\$27,350	\$28,353	\$ 31,552	\$ 30,251	\$30,052	\$3,956.00	13.16%
SH	Sheffield PL	UL	Apr	\$40,256	\$35,241	\$ 31,331	\$ 27,984	\$31,519	\$933.00	2.96%
LO	Lostant PL	BO	Jun			\$ 26,654	\$ 40,065	\$33,360	\$3,875.00	11.62%
FO	Forreston PL	UL	Apr	\$39,556	\$37,224	\$ 41,179	\$ 46,643	\$41,682	\$933.00	2.24%
HE	Henry C Adams ML (Prophetstown)	BO	Apr	\$619,887	\$40,554	\$ 35,178	\$ 50,344	\$42,025	\$4,658.00	11.08%
MP	Maple Park PL	FP	Jun	\$41,278	\$45,139	\$ 31,179	\$ 49,946	\$42,088	\$5,564.00	13.22%
PK	Pankhurst ML	UL	Apr	\$45,502	\$54,970	\$ 41,974	\$ 41,097	\$46,014	\$933.00	2.03%
LN	Lanark PL	UL	Apr	\$43,526	\$47,904	\$ 43,268	\$ 49,138	\$46,770	\$933.00	1.99%
HN	Hanover TL	BO	Mar	\$42,961	\$47,549	\$ 45,510	\$ 56,436	\$49,832	\$4,254.00	8.54%
MI	Mills & Petrie ML	UL	Apr	\$59,659	\$61,625	\$ 47,989	\$ 45,921	\$51,845	\$933.00	1.80%
RA	Raymond A Sapp ML	UL	Mar	\$45,553	\$49,120	\$ 43,366	\$ 67,497	\$53,328	\$933.00	1.75%
MG	Mineral-Gold PL	UL	Jun	\$64,136	\$64,681	\$ 51,653	\$ 49,506	\$55,280	\$933.00	1.69%
KI	Kirkland PL	UL	Apr	\$59,757	\$62,357	\$ 48,014	\$ 62,032	\$57,468	\$933.00	1.62%
AN	Andalusia TL	BO	Mar	\$67,195	\$69,447	\$58,450	\$ 59,775	\$62,557	\$4,416.00	7.06%
EL	Elizabeth TL	FP	Mar	\$54,754	\$55,804	\$ 52,385	\$ 89,908	\$66,032	\$5,742.00	8.70%
AA	Annawan-Alba TL	UL	Mar	\$66,331	\$71,787	\$62,423	\$ 66,688	\$66,966	\$933.00	1.39%
WA	Walnut PL	BO	Jun	\$46,460	\$42,547	\$ 65,691	\$ 97,816	\$68,685	\$4,764.00	6.94%
WR	Warren Township PL	BO	Mar	\$88,080	\$84,559	\$ 59,731	\$ 67,904	\$70,731	\$4,533.00	6.41%
SK	Stockton PL	BO	Mar	\$74,614	\$78,257	\$ 58,543	\$ 77,125	\$71,308	\$5,227.00	7.33%
YT	York Township PL (Thomson)	UL	Mar	\$63,561	\$67,141	\$ 84,441	\$ 80,140	\$77,241	\$933.00	1.21%
PP	Pearl City PLD	FP	Jun	\$86,250	\$89,339	\$ 80,448	\$ 82,838	\$84,208	\$5,813.00	6.90%
MO	Mt. Carroll PL	UL	Mar	\$84,300	\$82,089	\$ 100,909	\$ 118,353	\$100,450	\$933.00	0.93%
								\$54,328,630	\$1,066,428	1.96%

Membership Level Eligibility FY23 20230407

Sierra Code	Library	Current Level	Fiscal Year End	FY2018	FY2019	FY2021 IPLAR total operating	FY2022 IPLAR total operating	3 year average	FY23 PrairieCat Fees	Fees as % of Budget
	<b>Basic Online or Above - \$100,000 - \$199,999</b>									
	Blue text = libraries that would be eligible to move down							Sorted		
CT	Clinton Township PLD	FP	Mar	\$104,849	\$112,353	\$105,209	\$ 117,930	\$111,831	\$6,776.00	6.06%
MB	Marseilles PL	BO	Apr	\$112,531	\$100,867	\$ 132,899	\$ 127,419	\$120,395	\$5,511.00	4.58%
MM	Mt. Morris PL	BO	Apr	\$112,619	\$113,524	\$ 130,075	\$ 126,356	\$123,318	\$6,108.00	4.95%
SC	Schmaling ML	BO	Jun	\$129,568	\$127,721	\$ 117,413	\$ 136,013	\$127,049	\$6,199.00	4.88%
CR	Creston-Dement PL	BO	Jun	\$111,949	\$152,701	\$ 136,713	\$ 110,429	\$133,281	\$4,466.00	3.35%
BM	Bertolet Memorial LD	BO	Jun	\$125,595	\$134,089	\$149,939	\$ 127,631	\$137,220	\$4,695.00	3.42%
OG	Oglesby PL	FP	Jun	\$125,863	\$143,953	\$ 136,284	\$ 132,620	\$137,619	\$7,363.00	5.35%
MA	Richard A Mautino (Spring Valley)	BO	Jun	\$154,529	\$154,704	\$ 142,294	\$ 129,911	\$142,303	\$7,170.00	5.04%
ML	Malta Township PL	FP	Mar	\$138,188	\$147,330	\$ 137,500	\$ 145,478	\$143,436	\$6,010.00	4.19%
ER	Erie PL	FP	Jun	\$135,448	\$143,342	\$ 131,356	\$ 156,387	\$143,695	\$6,887.00	4.79%
OD	Odell PL	FP	Apr	\$147,701	\$162,745	\$ 147,776	\$ 149,686	\$153,402	\$8,637.00	5.63%
EA	Earlville PL	BO	Jun	\$155,618	\$178,305	\$ 143,612	\$ 160,684	\$160,867	\$5,366.00	3.34%
PO	Polo PLD	BO	Jun	\$187,269	\$172,766	\$ 172,766	\$ 212,360	\$185,964	\$5,675.00	3.05%
RO	Robert Rowe PL (Sheridan)	FP	Jun	\$205,232	\$203,122	\$ 186,216	\$ 201,401	\$196,913	\$6,708.00	3.41%
								\$44,465,131	\$870,561	1.96%

Membership Level Eligibility FY23 20230407

Sierra Code	Library	Current Level	Fiscal Year End	FY2018	FY2019	FY2021 IPLAR total operating	FY2022 IPLAR total operating	3 year average	FY23 PrairieCat Fees	Fees as % of Budget
	<b>Fully Participating - \$200,000+</b>									
	Blue text = libraries that would be eligible to move down							Sorted		
CP	Charles B. Phillips PL (Newark)	FP	Jun	\$220,657	\$227,864	\$157,917	\$136,364	\$174,048	\$7,040.00	4.04%
LE	Lena CL	FP	Jun	\$226,687	\$234,727	\$151,611	\$153,662	\$180,000	\$6,943.00	3.86%
HK	Hinckley PLD	FP	Jun	\$203,434	\$207,625	\$203,951	\$199,364	\$203,647	\$7,343.00	3.61%
PT	Pecatonica PL	FP	Jun	\$205,961	\$210,082	\$205,366	\$235,133	\$216,860	\$7,499.00	3.46%
SB	South Beloit PLD	FP	Dec	\$274,424	\$297,849	\$214,713	\$190,875	\$234,479	\$7,724.00	3.29%
WD	Western Dist PL (Orion)	FP	Jun	\$223,717	\$235,956	\$235,929	\$240,756	\$237,547	\$7,463.00	3.14%
CN	Cortland PL	FP	Apr	\$228,321	\$242,875	\$235,743	\$250,148	\$242,922	\$9,090.00	3.74%
JH	Julia Hull PL (Stillman Valley)	FP	Jun	\$247,401	\$254,222	\$234,563	\$262,125	\$250,303	\$9,670.00	3.86%
EP	East Dubuque PL	FP	Jun	\$251,236	\$265,713	\$269,341	\$216,365	\$250,473	\$7,631.00	3.05%
LI	Limestone PL	FP	Jun	\$233,367	\$234,139	\$249,077	\$277,230	\$253,482	\$7,685.00	3.03%
CL	Colona District Library	FP	Jun	\$290,005	\$292,857	\$244,823	\$246,531	\$261,404	\$9,063.00	3.47%
SD	Sherrard PLD	FP	Jun	\$273,804	\$306,848	\$226,922	\$264,971	\$266,247	\$8,893.00	3.34%
GE	Genoa PLD	FP	Jun	\$267,920	\$274,824	\$267,302	\$276,043	\$272,723	\$8,335.00	3.06%
GV	Graves-Hume PL (Mendota)	FP	Jun	\$266,017	\$291,756	\$244,221	\$294,624	\$276,867	\$9,651.00	3.49%
CV	Robert R. Jones PLD (Coal Valley)	FP	Jun	\$278,907	\$289,545	\$289,337	\$283,285	\$287,389	\$10,008.00	3.48%
FG	Franklin Grove PLD	FP	Apr	\$218,762	\$441,899	\$231,116	\$204,114	\$292,376	\$6,164.00	2.11%
OR	Oregon PLD	FP	Jun	\$355,926	\$373,382	\$214,003	\$301,051	\$296,145	\$8,658.00	2.92%
SL	Silvis PL	FP	Apr	\$252,170	\$280,806	\$288,968	\$327,498	\$299,091	\$9,660.00	3.23%
CO	Cordova PL	FP	Jun	\$341,975	\$508,380	\$242,587	\$271,720	\$340,896	\$6,344.00	1.86%
SR	Streator PL	FP	Apr	\$246,846	\$365,825	\$365,825	\$337,763	\$356,471	\$10,166.00	2.85%
GA	Galena PLD	FP	Jun	\$429,078	\$357,407	\$344,471	\$400,066	\$367,315	\$8,773.00	2.39%
HV	Harvard Diggins Library	FP	Apr	\$351,175	\$371,112	\$345,657	\$422,418	\$379,729	\$11,797.00	3.11%
UE	Putnam County PL	FP	Jun	\$388,841	\$388,680	\$386,951	\$455,751	\$410,461	\$9,189.00	2.24%
TF	Talcott Free PLD	FP	Jun	\$516,956	\$331,637	\$479,537	\$523,407	\$444,860	\$13,021.00	2.93%
LS	LaSalle PL	FP	Apr	\$390,634	\$460,124	\$434,302	\$466,274	\$453,567	\$12,010.00	2.65%
RD	River Valley DL	FP	Jun	\$392,855	\$504,587	\$429,458	\$445,662	\$459,902	\$10,759.00	2.34%
FL	Flagg-Rochelle PLD	FP	Jun	\$550,692	\$542,292	\$464,078	\$461,274	\$489,215	\$11,736.00	2.40%
PE	Peotone PL	FP	Jun	\$559,687	\$555,840	\$497,138	\$516,947	\$523,308	\$13,464.00	2.57%
MN	Manteno PL	FP	Jun	\$549,086	\$578,990	\$448,900	\$543,028	\$523,639	\$14,471.00	2.76%
PR	Princeton PL	FP	Apr	\$430,646	\$518,868	\$491,317	\$566,420	\$525,535	\$13,105.00	2.49%
SN	Somonauk PL	FP	Jun	\$781,375	\$781,829	\$451,488	\$435,404	\$556,240	\$12,074.00	2.17%
SA	Sandwich PL	FP	Jun	\$648,875	\$669,575	\$611,648	\$620,259	\$633,827	\$10,488.00	1.65%
MU	Marengo-Union PL	FP	Jun			\$633,881	\$617,434	\$625,658	\$15,495.00	2.48%
NP	Nippersink PLD	FP	Jun	\$516,956	\$717,106	\$601,841	\$629,111	\$649,353	\$12,253.00	1.89%
JO	Johnsburg PL	FP	Jun	\$636,633	\$666,288	\$665,475	\$632,178	\$654,647	\$12,215.00	1.87%
GP	Geneseo PL	FP	Jun	\$630,697	\$694,425	\$552,966	\$726,307	\$657,899	\$15,356.00	2.33%
SE	Seneca PL	FP	Jun	\$715,843	\$715,460	\$676,761	\$655,673	\$682,631	\$10,454.00	1.53%
PU	Peru PL	FP	Jun	\$696,052	\$717,928	\$650,180	\$831,815	\$733,308	\$11,947.00	1.63%
WL	Wilmington PL	FP	Jun	\$790,121	\$725,243	\$770,419	\$841,835	\$779,166	\$12,890.00	1.65%

Membership Level Eligibility FY23 20230407

Sierra Code	Library	Current Level	Fiscal Year End	FY2018	FY2019	FY2021 IPLAR total operating	FY2022 IPLAR total operating	3 year average	FY23 PrairieCat Fees	Fees as % of Budget
PD	Plano Community PL	FP	Jun	\$769,816	\$839,282	\$ 781,631	\$ 726,957	\$782,623	\$14,945.00	1.91%
EM	East Moline PL	FP	Dec	\$709,493	\$836,498	\$ 788,788	\$ 790,609	\$805,298	\$16,719.00	2.08%
EJ	Ella Johnson Memorial PL	FP	Jun	\$912,541	\$983,478	\$ 736,624	\$ 770,906	\$830,336	\$17,917.00	2.16%
MT	Manhattan PL	FP	Jun	\$852,574	\$946,255	\$ 665,700	\$ 880,419	\$830,791	\$15,679.00	1.89%
ID	Ida PL	FP	Apr	\$814,175	\$870,072	\$ 770,807	\$ 871,975	\$837,618	\$20,766.00	2.48%
FR	Fossil Ridge PL (Braidwood)	FP	Jun	\$888,087	\$900,864	\$ 900,864	\$ 821,121	\$874,283	\$12,865.00	1.47%
BR	Bradley PL	FP	Jun	\$771,725	\$917,263	\$883,264	\$ 862,163	\$887,563	\$13,037.00	1.47%
MR	Morris Area PL	FP	Jun	\$608,809	\$935,291	\$ 899,947	\$ 874,118	\$903,119	\$15,921.00	1.76%
BD	Bourbonnais PL	FP	Jun	\$912,452	\$968,763	\$961,091	\$ 1,062,378	\$997,411	\$17,451.00	1.75%
YK	Yorkville PL	FP	Apr	\$837,009	\$839,338	\$ 788,571	\$ 1,584,914	\$1,070,941	\$17,418.00	1.63%
BY	Byron PLD	FP	Jun	\$1,211,972	\$1,207,077	\$1,147,545	\$ 868,990	\$1,074,537	\$14,038.00	1.31%
CH	Cherry Valley PLD	FP	Jun	\$1,102,905	\$1,131,090	\$1,031,448	\$ 1,108,511	\$1,090,350	\$18,461.00	1.69%
FP	Freeport PLD	FP	Apr	\$1,073,399	\$1,143,124	\$ 1,133,124	\$ 1,009,221	\$1,095,156	\$23,952.00	2.19%
RL	Reddick PL (Ottawa)	FP	Jun	\$1,348,558	\$1,306,580	\$ 962,000	\$ 1,065,988	\$1,111,523	\$18,491.00	1.66%
CC	Coal City PL	FP	Jun	\$1,324,439	\$1,371,354	\$ 1,167,428	\$ 1,089,475	\$1,209,419	\$16,492.00	1.36%
SY	Sycamore PL	FP	Apr	\$1,240,009	\$1,290,624	\$ 1,090,303	\$ 1,325,582	\$1,235,503	\$22,116.00	1.79%
TC	Three Rivers PL (Channahon/Minooka)	FP	Jun	\$1,585,634	\$1,642,967	\$ 1,431,730	\$ 1,706,444	\$1,593,714	\$22,399.00	1.41%
WO	Woodstock PL	FP	Apr	\$1,649,498	\$1,820,363	\$ 1,852,000	\$ 1,837,500	\$1,836,621	\$34,125.00	1.86%
KK	Kankakee PL	FP	Apr	\$1,841,680	\$1,879,726	\$ 1,793,548	\$ 1,963,520	\$1,878,931	\$18,804.00	1.00%
HD	Homer PL	FP	Jun	\$2,409,775	\$2,418,780	\$ 1,753,664	\$ 1,872,252	\$2,014,899	\$26,416.00	1.31%
NL	New Lenox PL	FP	Jun	\$2,211,898	\$2,123,066	\$ 1,873,953	\$ 2,842,473	\$2,279,831	\$32,340.00	1.42%
MK	Mokena PL	FP	Jun	\$2,612,873	\$2,617,092	\$ 2,280,779	\$ 2,132,233	\$2,343,368	\$19,986.00	0.85%
RP	Rock Island PL	FP	Dec	\$2,444,669	\$2,487,314	\$ 2,396,386	\$ 2,597,281	\$2,493,660	\$31,715.00	1.27%
DK	DeKalb PL	FP	Dec	\$5,818,760	\$3,646,334	\$ 2,396,286	\$ 2,275,453	\$2,772,691	\$35,255.00	1.27%
MX	Moline PL	FP	Dec	\$3,393,775	\$3,226,270	\$ 3,226,270	\$ 2,958,432	\$3,136,991	\$37,259.00	1.19%
NS	North Suburban PLD	FP	Jun	\$3,938,297	\$2,735,627	\$ 3,254,433	\$ 3,661,477	\$3,217,179	\$55,661.00	1.73%
								\$58,244,681	\$1,138,324	1.95%

School Library Eligibility

Sierra Code	Library	Grade levels	Current Level	FY18-19	FY18-19 District Total	FY19-20	FY19-20 District Total	FY21 2020-2021	FY21 2020-2021 District Total	3 year average enrollment	
	<b>Eligibility</b>										
	Qualifies for Union List or Above - 0-1399 enrollment or multiple building & existing circulation system										
	Qualifies for Basic Online or above - 1400+ enrollment										
	eligible to move down										
AL	Alleman High School	9-12	UL	443		400		414		419	
BC	Boylan Central Catholic High School	9-12	UL	800		775		740		772	
BN	Bureau Valley SD 340 - North Jr High School	PK-8	UL	342		355		318			
BS	Bureau Valley SD 340 - South Jr High School	3-8	UL	225		221		176			
BV	Bureau Valley SD 340 - High School	9-12	UL	341	908	348	924	316	810	881	
BE	Byron CUSD #226 - Mary Morgan Elementary	PK-5	UL	670		658		633			
BF	Byron CUSD #226 - Byron Middle School	6-8	UL	333		349		344			
BG	Byron CUSD #226 - Byron High School	9-12	UL	465	1468	447	1454	428	1405	1442	
CD	CUSD 2 - Harding Grade School	K-8	BO	102		93		164			
CE	CUSD 2 - Sheridan Elem. School	K-8	BO	152		139		132			
CF	CUSD 2 - Serena High School	9-12	BO	210		214		186			
CG	CUSD 2 - Serena Elem. School	K-8	BO	189	653	179	625		482	587	
CY	Chdwlk/ Milldgvill CUSD 399 - Milledgeville High School	9-12	UL	152		140		173		155	
DA	Dakota CUSD 201 - Elem. School	PK-6	UL	403		397		353			
DB	Dakota CUSD 201 - Jr/Sr High School	7-12	UL	378	781	396	793	394	747	774	
EN	Eastland CUSD 308 - Elementary School	PK-6	UL	272		293		296			
EO	Eastland CUSD 308 - Jr/Sr High School	7-12	UL	321	593	335	628	322	618	622	
GK	Genoa-Kingston CUSD 424 - High School	9-12	UL	562		549		486		532	
GL	Galena SD 120 - High School LRC	9-12	UL	236		229		220			
GM	Galena SD 120 - Middle School LRC	5-8	UL	241		240		249			
GN	Galena SD 120 - Primary School LRC	PK-4	UL	305	782	306	775	304	773	777	
HA	Hampton School District 29	K-8	FP	212		226		226		221	
HW	Hiawatha CUSD 426 - High School	9-12	UL	263		244		215		241	
JC	Joliet Township High SD 204 - Central Campus	9-12	FP	3339		3259		3282			
JW	Joliet Township High SD 204 - West Campus	9-12	FP	3350	6689	3310	6569	3297	6579	6612	
MD	Meridian CUSD 223 - Monroe Ctr Elem. School	K, 3-5	FP	319		317		314			
ME	Meridian CUSD 223 - Highland Elem. School	PK-2	FP	299		307		287			
MJ	Meridian CUSD 223 - Meridian Junior High School	6-8	FP	386		359		326			
MS	Meridian CUSD 223 - Stillman Valley High School	9-12	FP	567	1571	551	1534	536	1463	1523	
MV	Moline SD 40 - High School	9-12	UL	2082		2085		2073		2080	
MY	Mazon-Verona-Kinsman SD 2C - Middle School	5-8	UL	138		135		115			
MZ	Mazon-Verona-Kinsman SD 2C - Elem. School	PK-4	UL	162	300	166	301	133	248	283	
PA	Polo CUSD 222 - Centennial Elem. School	PK-5	UL	239		230		223			
PB	Polo CUSD 222 - Polo Community High School	9-12	UL	171		172		158			
PC	Polo CUSD 222 - Aplington Middle School	6-8	UL	141	551	153	555	132	532	560	
PF	Princeton Township SD 500 - High School	9-12	BO	557		535		526		539	
PL	Pearl City CUSD 200 - Pearl City Junior/Senior High School	9-12	UL	132		123		117		124	
PS	Pecatonica CUSD 321 - High School	9-12	UL	250		254		269		258	
PV	Plano CUSD 88 - P.H. Miller School	PK-1	FP	342		297		290			



School Library Eligibility

Sierra Code	Library	Grade levels	Current Level	FY18-19	FY18-19 District Total	FY19-20	FY19-20 District Total	FY21 2020-2021	FY21 2020-2021 District Total	3 year average enrollment
PW	Plano CUSD 88 - Emily G. Johns Intermediate School	4-6	FP	530		466		480		
PX	Plano CUSD 88 - High School	9-12	FP	720		720		704		
PY	Plano CUSD 88 - Centennial Elem. School	2-3	FP	305		344		335		
PZ	Plano CUSD 88 - Middle School	7-8	FP	363	2260	388	2215	361	2170	2215
RB	River Bend CUSD 2 - Fulton Elem. School	K-5	UL	407		394		388		
RH	River Bend CUSD 2 - Fulton High School	9-12	UL	277		278		275		
RM	River Bend CUSD 2 - Fulton Middle School	6-8	UL	206	890	209	881	200	863	878
RI	Rock Island SD 41 - High School	9-12	UL	1595		1612		1659		1622
RV	River Ridge CUSD 210	K-12	UL	465		443		425		444
RW	Rochelle SD 212 - Rochelle Township High School	9-12	UL	856		808		812		825
RY	Rockridge SD 300 - High School	9-12	UL	360		380		347		362
SM	Scales Mound CUSD 211	K-12	UL	234		236		246		239
TW	Prophetstown High School	9-12	FP	212		202		191		
TX	Tampico Elementary School	PK-5	FP	178		167		168		
TY	PLT Middle School	6-8	FP	162		177		184		
TZ	Prophetstown Elem. School	PK-3	FP	143	695	134	680	146	689	688
UB	Putnam County Sd 535 - Junior High	6-8	FP	186		184		167		
UC	Putnam County SD 535 - High School	9-12	FP	266	452	265	449	263	430	454
UT	United Township High School SD 30	9-12	FP	1678		1705		1637		1673
WC	Warren CUSD 205 - Jr/Sr High School	6-12	UL	189		181		182		184
WN	Winnebago High School 323	9-12	UL	465		437		396		433

PrairieCat Administrative Council  
Public Library Representation Tiers (based on budget drafts)

	FY2022	FY2023	FY2024	
North Suburban LD (LP)	\$52,403.00	\$55,661.00	\$57,696.00	
Moline PL (MX)	\$35,440.00	\$37,259.00	\$41,975.00	
DeKalb PL (DK)	\$33,316.00	\$35,255.00	\$39,311.00	
Woodstock PL (WO)	\$32,791.00	\$34,125.00	\$37,166.00	
New Lenox PLD (NL)	\$30,887.00	\$32,340.00	\$36,663.00	
Rock Island PL (RP)	\$31,875.00	\$31,715.00	\$33,837.00	
Homer TPLD (HD)	\$24,915.00	\$26,416.00	\$30,104.00	
Freeport PL (FP)	\$23,527.00	\$23,952.00	\$26,344.00	
Three Rivers PLD (Channahon/Minooka) (TC)	\$21,595.00	\$23,399.00	\$24,827.00	Tier 1
Sycamore PL (SY)	\$21,002.00	\$22,116.00	\$24,801.00	\$417,340.00
Ida PL (BL)	\$20,448.00	\$20,766.00	\$22,192.00	33.73%
Mokena CPLD (MK)	\$19,292.00	\$19,986.00	\$22,316.00	13
Reddick PLD (Ottawa) (RL)	\$18,331.00	\$18,491.00	\$20,108.00	
Yorkville PL (YK)	\$15,861.00	\$17,418.00	\$20,074.00	
Ella Johnson MPLD (EJ)	\$17,155.00	\$17,917.00	\$19,835.00	
Cherry Valley PLD (CH)	\$17,779.00	\$18,461.00	\$19,631.00	
Bourbonnais PLD (BD)	\$16,598.00	\$17,451.00	\$19,264.00	
Kankakee PL (KK)	\$18,758.00	\$18,804.00	\$18,829.00	
East Moline PL (EM)	\$16,662.00	\$16,719.00	\$17,563.00	
Coal City PLD (CC)	\$15,633.00	\$16,492.00	\$18,279.00	
Morris Area PLD (MR)	\$15,932.00	\$15,921.00	\$17,491.00	
Marengo-Union		\$15,495.00	\$16,931.00	
Geneseo PLD (GP)	\$14,815.00	\$15,356.00	\$16,854.00	
Manhattan-Elwood PLD (MT)	\$14,330.00	\$15,679.00	\$18,272.00	
Plano CLD (PD)	\$14,576.00	\$14,945.00	\$16,309.00	
Manteno PLD (MN)	\$13,929.00	\$14,471.00	\$15,614.00	
Byron PLD (BY)	\$13,596.00	\$14,038.00	\$15,257.00	
Peotone PLD (PE)	\$12,931.00	\$13,464.00	\$14,853.00	
Princeton PL (PR)	\$12,643.00	\$13,105.00	\$14,497.00	
Bradley PLD (BR)	\$12,659.00	\$13,037.00	\$13,967.00	
Talcott Free LD (TF)	\$12,455.00	\$13,021.00	\$14,233.00	
Wilmington PLD (WL)	\$12,436.00	\$12,890.00	\$14,236.00	

PrairieCat Administrative Council  
Public Library Representation Tiers (based on budget drafts)

	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	
Fossil Ridge PLD (Braidwood) (FR)	\$12,444.00	\$12,865.00	\$14,013.00	
Nippersink PLD (NP)	\$11,794.00	\$12,253.00	\$13,288.00	Tier 2
Johnsburg PL (JO)	\$12,725.00	\$12,215.00	\$13,150.00	
Somonauk PLD (SN)	\$11,610.00	\$12,074.00	\$13,167.00	33.46%
Peru PL (PU)	\$11,434.00	\$11,947.00	\$13,060.00	26
Flagg-Rochelle PLD (FL)	\$11,516.00	\$11,736.00	\$12,674.00	
LaSalle PL (LS)	\$12,106.00	\$12,010.00	\$12,601.00	
Harvard Diggins Library (HR)	\$10,941.00	\$11,797.00	\$12,437.00	\$413,942.00
North Chicago PL (NC)		\$10,944.00	\$12,324.00	
River Valley DL (RD)	\$10,201.00	\$10,759.00	\$11,507.00	
Sandwich PLD (SA)	\$10,136.00	\$10,488.00	\$11,379.00	
Seneca PLD (SE)	\$10,182.00	\$10,454.00	\$11,231.00	
Streator PL (SR)	\$10,068.00	\$10,166.00	\$10,831.00	
Robert R. Jones PLD (CV)	\$9,655.00	\$10,008.00	\$10,711.00	
Julia Hull DL (Stillman Valley) (JH)	\$9,286.00	\$9,670.00	\$10,569.00	
Silvis PL (SL)	\$9,506.00	\$9,660.00	\$10,254.00	
Graves-Hume PLD (Mendota) (GV)	\$9,165.00	\$9,651.00	\$10,625.00	
Putnam County PLD (UE)	\$8,827.00	\$9,189.00	\$9,900.00	
Cortland CL (CN)	\$8,810.00	\$9,090.00	\$9,777.00	
Colona DPL (CL)	\$8,866.00	\$9,063.00	\$9,734.00	
Sherrard PLD (SD)	\$8,451.00	\$8,893.00	\$9,779.00	
Galena PLD (GA)	\$8,446.00	\$8,773.00	\$9,532.00	
Oregon PLD (OR)	\$8,343.00	\$8,658.00	\$9,370.00	
Odell PL (OD)	\$8,489.00	\$8,637.00	\$9,340.00	
Genoa PLD (GE)	\$8,292.00	\$8,335.00	\$8,831.00	
South Beloit PL (SB)	\$7,545.00	\$7,724.00	\$8,192.00	
Limestone TLD (LI)	\$7,384.00	\$7,685.00	\$8,278.00	
East Dubuque DL (EP)	\$7,413.00	\$7,631.00	\$8,101.00	
Pecatonica PLD (PT)	\$7,171.00	\$7,499.00	\$8,137.00	
Hinckley PLD (HK)	\$5,593.00	\$7,343.00	\$8,034.00	
Western DL (Orion) (WD)	\$7,301.00	\$7,463.00	\$7,978.00	
Oglesby PLD (OG)	\$7,340.00	\$7,363.00	\$7,744.00	
Richard A. Mautino ML (MA)	\$6,970.00	\$7,170.00	\$7,592.00	

PrairieCat Administrative Council  
Public Library Representation Tiers (based on budget drafts)

	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	
Charles B. Phillips PLD (Newark) (CP)	\$6,699.00	\$7,040.00	\$7,458.00	
Lena CDL (LE)	\$7,034.00	\$6,943.00	\$7,679.00	
Erie PLD (ER)	\$6,651.00	\$6,887.00	\$7,422.00	
Clinton Township PL (CT)	\$6,537.00	\$6,776.00	\$7,187.00	
Robert W. Rowe PLD (Sheridan) (RO)	\$6,448.00	\$6,708.00	\$7,168.00	
Cordova DL (CO)	\$6,216.00	\$6,344.00	\$6,668.00	
Schmaling MPLD (SC)	\$5,889.00	\$6,199.00	\$6,749.00	
Franklin Grove PL (FG)	\$6,018.00	\$6,164.00	\$6,555.00	
Mt. Morris PL (MM)	\$6,011.00	\$6,108.00	\$6,501.00	
Malta TPL (ML)	\$5,816.00	\$6,010.00	\$6,359.00	
Marseilles PL (MB)	\$5,296.00	\$5,511.00	\$6,219.00	
Pearl City PLD (PP)	\$5,601.00	\$5,813.00	\$6,165.00	
Elizabeth TL (EL)	\$5,559.00	\$5,742.00	\$6,109.00	
Polo PLD (PO)	\$5,421.00	\$5,675.00	\$6,054.00	
Maple Park PLD (MP)	\$5,419.00	\$5,564.00	\$5,889.00	
Earlville PLD (EA)	\$5,126.00	\$5,366.00	\$5,926.00	
Stockton TPL (SK)	\$5,016.00	\$5,227.00	\$5,642.00	
Bertolet MLD (BM)	\$4,492.00	\$4,695.00	\$5,032.00	
Henry C Adams ML (HE)	\$4,488.00	\$4,658.00	\$4,993.00	
Warren Township PL (WR)	\$4,312.00	\$4,533.00	\$4,929.00	
Andalusia TL (AN)	\$4,257.00	\$4,416.00	\$4,675.00	32.81%
Creston-Dement PLD (CR)	\$4,263.00	\$4,466.00	\$4,818.00	\$405,957.00
Hanover TL (HN)	\$4,158.00	\$4,254.00	\$4,444.00	Tier 3
Walnut PLD (WA)	\$4,721.00	\$4,764.00	\$4,973.00	
Grant Park PL (GR)	\$3,738.00	\$3,956.00	\$4,220.00	52
Lostant Community Public Library		\$3,875.00	\$3,936.00	
	\$1,067,766.00	\$1,139,072.00	\$1,237,239.00	\$1,237,239.00



Date: 4/7/2023

To: PrairieCat Administrative Council

From: Elizabeth Smith, PrairieCat Training and Outreach Coordinator

Re: Ecommerce Payment and Refund Policy

**Executive Summary:**

Chargebacks occur when a cardholder asks their bank to reverse a transaction. Chargebacks are occurring with more frequency. PrairieCat is notified by the ecommerce processor Merchant E-Solutions / PayPal PayFlow when a chargeback is requested. RAILS Finance recommends accepting chargebacks and not disputing them, as it can be difficult to win a chargeback case. After discussing the most recent chargeback (Feb 2023) with RAILS Finance, we reviewed the Ecommerce Payment and Refund Policy in the PrairieCat General Policy Manual. However, chargebacks are not addressed only Refund Requests. This can cause some confusion when a patron or member reads the policy. The privacy policy and ecommerce policy are linked on the PrairieCat catalog homepages.

Current Policy:

**Ecommerce Payment & Refund Policy**

These Payment Terms apply to payments you make to PRAIRIECAT.

By using PRAIRIECAT Ecommerce services, you agree to pay all charges in effect at that time for the fees or services you buy, along with all applicable taxes and other fees. You authorize PRAIRIECAT to charge your Payment Method for your initial transaction, as well as any future transaction.

If we are unable to charge your Payment Method (for example, because your credit card has expired), you are still responsible for paying us. All ECommerce fees are non-refundable. All amounts are to be paid in US Dollars.

**Refunds of Ecommerce Payments**

PRAIRIECAT will not issue refunds for any payments made through Ecommerce. Any user who believes they are entitled to a refund should contact their home library to discuss the issue.

Approved by the Administrative Council on 10/4/2013

**Recommendation:**

It is recommended to add the below to the Ecommerce Payment & Refund Policy in the General Policy Manual:

## **Chargeback of Ecommerce Payments**

Chargebacks occur when a cardholder asks their bank to reverse a transaction. PRAIRIECAT will not dispute chargebacks of Ecommerce payments. PrairieCat will accept the chargeback, notify the member library, and direct the member library to discuss the issue with the cardholder. PrairieCat will deduct the chargeback from the ecommerce pay-out in which the chargeback occurred.



Date: 4/7/2023

To: PrairieCat Administrative Council

From: Melissa Landis, Library Systems and Data Coordinator, PrairieCat

Re: Collection Agency Policy revision

**Executive Summary:**

It was recently brought to our attention that the existing policy regarding collection agency use in the PrairieCat Circulation Policies and Procedures Manual did not address the process whereby one library would submit another library's patrons to collections. The Circulation Committee took up this discussion and arrived at the recommended additions to the existing policy below.

**Current Policy:**

***Procedure for section XV.C:***

*When reimbursing money to another library, please use the PrairieCat Library Reimbursement Form (available on the PrairieCat website), fill it out as completely as possible, and include with payment.*

- A. Patrons seeking a refund from payment for a lost item must negotiate directly with the owning library. (Approved 8/22/07)
- B. When patrons are sent to collection agency, all collection agency report charge fees must be paid to the library that sent them to collections. Libraries may collect payment for another library's item or any collection fees, but those payments must be sent to the appropriate owning library of the item or the library that sent the patron to collections. (Approved 8/22/07)

**Suggested Addition to above language:**

- C. PrairieCat libraries can choose to have their patrons submitted automatically to a collection agency regardless of the materials' owning library.
- D. Libraries can also submit patrons to a collection agency manually using the following guidelines:
  - 1. A library can submit another library's patron if the patron owes \$50.00 or more on the submitting library's materials. The \$50.00 threshold is for

materials owned by the submitting library only. Collection fees and fines are not included in the threshold amount.

2. The submitting library is not required to contact the patron's home library regarding the patron's collection status.
3. No patron under the age of 18 without a parent's name on the account will be submitted for collections.
4. Libraries may purge/waive collection fees owed to other libraries only if the fee is 7 or more years old. It is best practice to notify the submitting library of the waiver and the patron's name.





Date: 4/7/2023

To: PrairieCat Administrative Council

From: Carolyn Coulter, PrairieCat Director

Re: Roll Call voting resolution

**Executive Summary:**

To fulfil the wishes of the Administrative Council regarding voice voting, the following resolution has been crafted by our lawyers.

According to Article III, Section 9 of the Bylaws, the procedures are reviewed by the Administrative Council before being forwarded to the Delegates Assembly for passage. The Delegates Assembly must follow the procedure in place \*before\* any proposed updates, so this resolution will have to be approved by the Delegates Assembly by roll call vote.

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION AMENDING VOTING PROCEDURES**

**WHEREAS**, PRAIRIECAT is established pursuant to the intergovernmental cooperation clause as set forth in Article VII, Section 10 of the Illinois Constitution and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq*; and

**WHEREAS**, the Administrative Council of PRAIRIECAT is delegated authority to manage the affairs of PRAIRIECAT; and

**WHEREAS**, the bylaws of PRAIRIECAT, in Article III, Section 9, provide that voting procedures be regularly reviewed by the Administrative Council after which any such changes in those procedures be proposed to the Delegates Assembly for final adoption; and

**WHEREAS**, the Administrative Council of PRAIRIECAT have determined that it is in the best interest of PRAIRIECAT, its officials, employees, and patrons to amend the voting procedures of PRAIRIECAT with regards to roll call voting, and to propose such amendments to the Delegates Assembly.

**NOW, THEREFORE, BE IT RESOLVED** by the Administrative Council of PRAIRIECAT as follows:

**SECTION 1:** Each of the Whereas clauses above are incorporated by reference into this Section 1 and made a part hereof as material and operative provisions of this Resolution.

**SECTION 2:** The Voting Procedures of PRAIRIECAT shall be amended to provide that voice voting is acceptable for all matters, including financial votes and those requiring more than a simple majority, unless there is any dissention, in which case a roll call vote shall be utilized. In addition, anyone with the right to participate in the vote may call for a roll call vote at any time, for any reason, and in such an instance the vote shall be conducted by roll call. This policy shall apply to all votes taken in the Administrative Council, Delegates Assembly, and in any committees or subcommittees conducting the business of the Administrative Council, Delegates Assembly, or PRAIRIECAT generally.

**SECTION 3:** These voting procedures shall remain in full force and effect until such time as they are further revised or amended by the Administrative Council and Delegates Assembly of PRAIRIECAT.

**SECTION 4:** The Administrative Council of PRAIRIECAT hereby refers this voting policy amendment to the Delegates Assembly for adoption.

**SECTION 5:** That this Resolution shall be in full force and effect from and after its adoption, approval and publication as provided by law.

**PASSED** this \_\_\_\_\_ day of \_\_\_\_\_, 2023, pursuant to a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2023, by the Chair of PRAIRIECAT, and attested by the Secretary, on the same day.

**APPROVED:**

\_\_\_\_\_

Name: \_\_\_\_\_  
Chair

**ATTEST:**

\_\_\_\_\_

Name: \_\_\_\_\_  
Secretary

Date: \_\_\_\_\_



Date: 4/7/2023

To: PrairieCat Administrative Council

From: Carolyn Coulter, PrairieCat Director

Re: Remote Attendance Policy resolution

**Executive Summary:**

To clarify the rules regarding remote attendance at PrairieCat meetings, the existing Administrative Council resolution needs to be revised. The existing resolution includes some language that is more restrictive than the Illinois Open Meetings Act, and thus precludes voting changes that the Council would like to make. The attached resolution corrects these issues. These changes have been reviewed by our lawyer and meet the requirements of the Illinois Open Meetings Act.

## Resolution Establishing The Process For Participation By Electronic Means In Meetings

**WHEREAS**, the Open Meetings Act, 5 ILCS 120/1 *et seq.*, allows for participation of members of a public body in a meeting via electronic means in certain circumstances; and

**WHEREAS**, electronic participation, which includes video or audio conference, is allowed if a quorum of the members of the public body is physically present at the location of an open or closed meeting; and

**WHEREAS**, in order to permit electronic attendance at meetings, the public body must pass rules regarding when electronic participation is permitted; and

**WHEREAS**, the Administrative Council desires to allow for electronic attendance in certain circumstances and in accordance with state law.

**NOW, THEREFORE, BE IT RESOLVED** by the Chair and Administrative Council of PRAIRIECAT, as follows:

**SECTION 1:** That the recitals set forth above are incorporated as Section 1 of this Resolution.

**SECTION 2:** Notices of meetings to be conducted in which an Administrative Council member, Delegates Assembly member, Executive Committee member or Standing Group member participates by electronic means shall be given in accordance with the Open Meetings Act. Minutes of such meetings shall reflect which member(s) attended via electronic means.

**SECTION 3:** A quorum of each body (Administrative Council, Delegates Assembly, Executive Committee and Standing Group) must be physically present at the location of its meeting.

**SECTION 4:** The following rules shall apply for the conduct of any meeting at which any such member participates via video or audio conference:

A. Except where it is not practicable, the member who cannot be physically present at a meeting for one of the reasons described below and who wishes to attend via electronic means shall give notice to the Chair not less than forty-eight (48) hours before the meeting date.

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~~B. If the member provides notice of electronic participation before the meeting agenda is posted, the names of any members who will participate via electronic means shall be listed on the agenda and the agenda shall state whether the member is participating via video or audio conference. In all other cases, the member presiding at the meeting shall announce the name of the member participating via electronic means, the member's method of participation and indicate the qualifying reason for it in the record before roll call is taken.~~

~~B.C.~~ Members may participate in a meeting via electronic means if the members are prevented from physically attending for any of the following reasons:

1. Personal illness or disability;
2. Employment purposes;
3. Absence due to PRAIRIECAT business; or
4. Family or other emergency

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- D. ~~At all meetings where a member participates via electronic means, all votes shall be taken by roll call vote.~~ The member, if participating via audio conference, must, each time he/she wishes to speak, identify himself/herself by name and be recognized by the presiding officer before speaking.
- E. The member participating electronically and other members of the Administrative Council, Delegates Assembly, Executive Committee and Standing Group must be able to communicate effectively, and any members of the audience at the meeting in question must be able to hear all communications at the meeting site. Before allowing electronic attendance at any meeting, PRAIRIECAT shall provide electronic communication equipment adequate to accomplish this objective at the meeting site.

**SECTION 5:** That the Chair is authorized and directed to sign and the Secretary is authorized and directed to attest to this Resolution.

**SECTION 6:** This Resolution shall be in full force and effect immediately upon its passage.

ADOPTED by PRAIRIECAT this 6th day of October, 2010.

Revised: <date>



## **PrairieCat Delegates Assembly**

**April 26th, 2023**

**10:30 a.m. – 12:00 p.m.**

**In person at Senica's Oak Ridge Golf Club, 658 US-6, Lasalle, IL 61301**

**and**

**Online via Zoom**

**Please visit L2 for in person registration or click on the link below:**

**Please use the link below to register online via Zoom:**

### **Agenda**

The Delegates Assembly will meet on Wednesday, April 26th, 10:30 a.m. – 12:00 p.m. Delegates Assembly participation is required of all Fully Participating and Basic Online libraries and the four Union List reps. As always, please remember that only officially designated Delegates or their Alternates can vote on behalf of their library. Substitutes will not be permitted to vote, and there are no proxy votes if a delegate is not present.

**PUBLIC COMMENT: Public comments may be submitted via email to [Carolyn.coulter@prairiecat.info](mailto:Carolyn.coulter@prairiecat.info) at least two hours before the beginning of the meeting.**

- I. Call to order and welcome
- II. Introductions and welcome new delegates or alternates
- III. Introduction of Guests
- IV. Review of agenda for additions/changes
- V. Public Comments via Zoom Meeting
- VI. Consent Agenda
  - a. Approve minutes for January 25, 2023, PrairieCat Delegates Assembly meeting
  - b. Central Site report including financial and statistical reports
  - c. Approve FY24 Delegates Assembly meeting dates
- VII. Administrative Council Report
  - a. Finance Committee Report – Report from Finance Committee meeting, March 16th, 2022
  - b. Resource Sharing Committee Report – Report from Resource Sharing meeting, January 25th, 2023.
- VIII. PrairieCat Membership Update, Training and Outreach report (Elizabeth Smith)
  - a. Review, compliance process for PrairieCat
- IX. ACTION: Approve resolution to change voting procedures in PrairieCat
- X. ACTION: Approve FY24 PrairieCat budget and member fees
- XI. ACTION: eRead Illinois Membership for PrairieCat consortia (?)
- XII. Public Comments via previously submitted email (see above), in person or online
- XIII. Adjournment

Next regularly scheduled meeting, April 26, 2023, Senica's Oak Ridge Golf Club and online via Zoom.