



220 W. 23rd Ave.
Coal Valley, IL 61240
877-542-7257
support.prairiecat.info

PrairieCat Administrative Council

Agenda

June 12, 2026

The Council will meet on Friday, June 12, 2026, 10:30 am – 1:00 pm in person at the Princeton Public Library, 698 E. Peru St, Princeton, IL. The meeting will also be available online via Zoom.

[Register to attend the meeting](https://support.prairiecat.info/events/prairiecat-administrative-council-meeting-2026-06-05) (https://support.prairiecat.info/events/prairiecat-administrative-council-meeting-2026-06-05).

1. Call to order, welcome and introductions
2. Introduction of visitors and public comments
3. Review agenda for addition/changes
4. Consent agenda
 - 4.1. Approve minutes for May 8, 2026, PrairieCat Administrative Council meeting
 - 4.2. Approve financial report for May 2026
 - 4.3. Approve check registers
 - 4.4. Statistical reports
5. Membership update
 - 5.1. Update on new and upgrading members
 - 5.2. Update on current training and engagement projects
6. Administrative issues
 - 6.1. Review of election results
 - 6.2. Recognize departing Council members
 - 6.3. ACTION: Increase credit limit for new credit card for technology purchases
 - 6.4. ACTION: Elect Administrative Council officers for FY26
 - 6.5. ACTION: Approve Check signers, FY27
 - 6.6. ACTION: Appoint representative to RAILS Consortium Committee
7. Vote to Adjourn to closed session pursuant to 5 ILCS 120/2: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body
8. Reconvene



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- 8.1. ACTION: Approve outcome of closed session discussion, including compensation decisions.
9. Ad Hoc Committee updates
 - 9.1. Resource Sharing Committee – no report
 - 9.2. Finance Committee – no report
10. Review of meeting, what worked and what did not
11. Public comments
12. Adjournment
13. Next meeting - Friday, July 10, 2026, at Rockford University Howard Colman Library

**PrairieCat Administrative Council
Minutes
May 8, 2026**

The Council met on Friday, May 8, 2026, 10:30 am – 1:00 pm in person at the Byron Public Library District, 100 S. Washington St., Byron, IL. The meeting will also be available online via Zoom.

[Register to attend the meeting](https://support.prairiecat.info/events/prairiecat-administrative-council-meeting-2026-05-08) (https://support.prairiecat.info/events/prairiecat-administrative-council-meeting-2026-05-08).

1. Call to order, welcome and introductions

Present at Byron Public Library District: Carolyn Coulter (PrairieCat), Elizabeth Smith (PrairieCat), Julie Wayland (PR), Kimberly Brozovich (RP), Barbara Posinger (SA), Megan Gove (TF), Lauren Offerman (TC), Stephanie Nissen (RU), Jenna Diedrich (GA), Jason Shirley (BY)

Present via Zoom: Chelsey Knippel (PrairieCat), Michelle Krooswyk (NL), Michelle Bailey (WD), Shelby O’Hara (PrairieCat)

Absent: Kelly McCully (BD)

Gove (Chair-TF) called the meeting to order at 10:30 am.

2. Introduction of visitors and public comments

Jason Shirley introduced himself as the Director of Byron Public Library District. Michelle Bailey introduced herself as the Director of Western District Library.

3. Review agenda for addition/changes

Coulter (PrairieCat) stated that she will be adding more to the discussion of the FY27 election slate.

4. Consent agenda

4.1. Approve minutes for April 10, 2026, PrairieCat Administrative Council meeting

- 4.2. Approve financial report for March 2026
- 4.3. Approve check registers
- 4.4. Statistical reports

MOTION #1

Posinger (SA) moved and Nissen (RU) seconded to approve the consent agenda as presented. There was no discussion on the motion.

***Motion carried by vocal affirmation**

Ayes: 8

Nays: 0

Abstentions: 0

5. Membership update

5.1. Update on new and upgrading members

Smith (PrairieCat) stated that Putnam County Schools is adding their primary school and making progress to go live this fall. Bureau Valley Community Unit School District is a current Union List member. PrairieCat has sent them a quote and met with their administrative team and answered their questions about PrairieCat services. We are waiting to hear from them. Coulter (PrairieCat) explained that there seems to be some interest at the administrative level and more interest at the high school level. We may see if the high school and middle school want to upgrade and leave the elementary school at Union Listing level. This would be the first time we have had a school district split their membership, so we will see how it goes. Smith continued, stating Raymond A. Sapp has reached out to inquire about upgrading from Union List to Basic Online. We are working with them to gather the information needed to get a quote put together.

5.2. Update on current training and engagement projects

Smith (PrairieCat) stated that PrairieCat has a virtual Member Update scheduled for next week. PUG Day is scheduled for the 24th and 25th of September. This will also be a virtual

event. We have received a handful of program proposals from the membership, but we would like to get a few more. Smith is hoping to have programs finalized by June.

Smith gave a Vega update. She explained that PrairieCat was scheduled to upgrade to Vega Account Portal this week, but three days before the scheduled update we received an email stating that the update was being pushed to July. In the email they also said that if we wanted to upgrade sooner, we could put in a ticket, and they listed the known issues. PrairieCat decided to wait until the known issues have been cleared up. The known issues are relatively minor for us. Coulter (PrairieCat) said that the larger issues are affecting Polaris customers. Smith continued explaining that the Vega Reports was an upgrade that we thought we would be getting in May, but it appears that it has also been pushed and we will be getting those in June. PrairieCat has signed up to be a Vega Discover consortia preview testing partner. They will be contacting us about onboarding the testing environment in the next couple of weeks.

Bailey (WD) asked what security measures Innovative has in place to protect our patron information. Coulter said that Clarivate has the industry standard hardening of their servers and as much SolarWinds monitoring as you can do for servers. Coulter will share the links to the security that Clarivate has in place to Bailey.

6. Administrative issues

6.1. Review final election slate

Coulter (PrairieCat) presented the FY27 election slate. However, PrairieCat was informed yesterday that Penny Bryant is no longer at Pecatonica Public Library. That leaves an empty seat on Administrative Council so after the regular election ends on May 15th, we will run a special election for Bryant's (PT) seat. Posinger (SA) stated that she has accepted a new job at DeKalb Public Library and will be leaving Sandwich Public Library. She has offered to remain part-time with Sandwich to help them through the transition of finding a new Director. Coulter stated that as long as Posinger remains the Delegate for Sandwich, she can remain on Administrative Council. Once she is no longer the Delegate or alternate for

Sandwich, we will need to either run another special election or appoint someone to her seat. It all depends on when she leaves her role as Delegate of Sandwich.

6.2. ACTION: Approve meeting dates for FY27

Coulter (PrairieCat) shared the proposed meeting dates for FY27 Administrative Council.

MOTION #2

Diedrich (GA) moved and Offerman (TC) seconded to approve the FY27 meeting dates as presented. There was no discussion on the motion.

***Motion carried by vocal affirmation**

Ayes: 8

Nays: 0

Abstentions: 0

6.3. ACTION: Approve credit card for technology/software subscription purchases

Coulter (PrairieCat) explained that PrairieCat continues to have issues covering monthly as well as annual charges for technology services and software that can only be covered by credit card remuneration. Our issue stems from the fact that, although we have three credit cards currently with a \$5,000 limit and a \$10,000 aggregate limit (the director's, Smith's, and Knippel's), those cards often do not have sufficient credit to cover expenses when needed. We have had repeated troubles paying bills when the cards have been used for other expenses such as conference charges, meeting costs, etc. We are requesting that we obtain another credit card with a \$10,000 limit under our Systems Supervisor, Jason Jensen. This amount will cover the technology expenses for any month that we need to use credit to cover charges.

MOTION #3

Posinger (SA) moved and Nissen (RU) seconded to approve the addition of a credit card for technology/software subscription purchases. There was no discussion on the

motion.

***Motion carried by vocal affirmation**

Ayes: 8

Nays: 0

Abstentions: 0

6.4. Update on Resource Sharing Summit

Brozovich (RP) provided an update on the Resource Sharing Summit, where eight people from her library attended and received positive feedback. Her key takeaways included recommendations from an attorney about developing policies proactively rather than reactively, and the importance of including an appeal process to the board in policies. Brozovich really enjoyed Reddick's Patron Policy that included several graphics that are easily understood by both adults and children. Coulter (PrairieCat) stated that DeKalb had their policy broken out for children and teens in different languages that made it more understandable for kids.

7. Ad Hoc Committee updates

7.1. Resource Sharing Committee – No Report

7.2. Finance Committee – No report

8. Review of meeting, what worked and what did not

The meeting went well.

9. Public comments

There were no public comments.

10. Adjournment

The meeting adjourned at 10:58 pm.

11. Next meeting - Friday, June 5, 2026, at the Franklin Grove Public Library

FY2026 PrairieCat Administrative Council MOTIONS July 2025 - June 2026				M – Motion made by Y - Yes Abstain - Abs A - Absent 2nd – Motion seconded by N - No NA - No Answer NP - Not present										
Meeting Date:5/08/2026	Vote Summary													
MOTION	Aye	Nay	Abstention	Kim Brozovich (RP)	Penny Bryant (PT)	Jenna Diedrich (GA)	Megan Gove (TF)	Lauren Offerman (TC)	Michelle Krooswyk (NL)	Kelly McCully (BD)	Stephanie Nissen (RU)	Barbara Posinger (SA)	Beth Ryan (JO)	Julie Wayland (PR)
to approve the consent agenda.	8	0	0	Y	A	Y	Y	Y	Y	A	Y 2ND	Y M	A	Y
to approve FY27 Administrative Council meeting dates.	8	0	0	Y	A	Y 2ND	Y	Y M	Y	A	Y	Y	A	Y
to approve the addition of a credit card for technology/software subscription purchases.	8	0	0	Y	A	Y	Y	Y	Y	A	Y M	Y 2ND	A	Y



To: PrairieCat Administrative Council

From: Elena Mendoza, RAILS Staff Accountant

Subject: PrairieCat Financial Report – April 2026

Please find attached the PrairieCat Financial Reports for the month of April 2026. The attached statements include the Cash Report, Balance Sheet, Statement of Revenues and Expenses, and Check Register for the period of April 18 through May 15.

As of April 30, of the total cash balance of \$1,833,233, \$1,065,211 was undesignated working cash, \$762,948 was designated for reserves, and \$5,074 was eCommerce receipts payable to the membership. The cash balance increased \$318,648 during April primarily due to the receipt of 86% of the fourth quarter member fees (\$306,400) as well as the receipt of the quarterly RAILS support grant payment (\$131,766). These receipts were partially offset by the monthly payroll and payroll-related expenses (\$76,574), the monthly LIMRiCC health insurance premiums (\$20,456), the third quarter eCommerce activity pay-outs to members (\$15,571), the monthly credit card payment (\$8,681), as well as several other smaller vendor payments.

The balance of working cash was sufficient to fund 6.2 months of budgeted FY2026 operating expenses, and the balance of the reserve designation would fund an additional 4.4 months of budgeted operating expenses. In addition, the \$481,500 principal of PrairieCat's CDs would be sufficient to fund an additional 2.8 months of budgeted operating expenses.

Total revenues through April of \$1,763,025 were \$2,333 above budget, primarily due to higher than budgeted total reimbursement revenues (\$3,744). This was due to the above budget reimbursement revenue from participating members for the Vega mobile app and the data-scoping revenue for Putnam County CUSD #535 Elementary School. These above budget revenues were partially offset by lower than budgeted continuing education event grants (\$1,667).

Total year-to-date interest as of the end of April was \$29,058. This was \$109 below the year-to-date budget of \$29,167. At their April meeting, the Federal Reserve held its target borrowing rate between 3.50% and 3.75% for the third consecutive time. Decisions about interest rates are being driven by inflation. The projections they shared in December 2025 for calendar year 2026 and 2027 interest rates remained unchanged at 3.4% and 3.1%, respectively. Their next meeting is scheduled for June 17. The average April interest rates for the IL Funds and iPrime money market accounts were 3.774% and 3.505%, respectively. The IL Funds decreased slightly from the March average interest rate of 3.782%, and iPrime increased slightly from the March average interest rate of 3.500%.

Total expenses through April of \$1,721,381 were \$232 below the year-to-date budgeted amount of \$1,721,613. This is primarily due to under budget Contractual Services expenses (\$26,213); Professional Services (\$6,580); Supplies, Postage and Printing costs (\$4,725); Personnel costs (\$4,502); Miscellaneous – eCommerce Fees (\$1,755); Vehicle expenses (\$1,434); and Telephone and Telecommunication costs (\$1,305).

Contractual Services expenses were under budget primarily due to the way that the Innovative Interfaces Sierra, Vega Discover, hosting, and phone alerts system subscriptions are required to be recorded under the Governmental Accounting Standards Board’s Statement No. 96 for Subscription Based IT Arrangements (SBITAs). Under this statement, PrairieCat records monthly amortization expense of the total amount of each contractual agreement as well as interest expense over the subscription terms, at the present value of the total subscription payments. Formerly, the Sierra, Vega Discover, hosting, and phone alerts system subscription expenses were charged to information service costs and other contractual services.

Professional Services costs were below budget primarily due to lower than budgeted needs for consulting and legal services through April, which were partially offset by above budget payroll service fees. Annual increases in payroll service fees and annual tax form processing costs were higher than anticipated.

Supplies, Postage and Printing costs were under budget, primarily due to lower than budgeted costs and needs for computer equipment and software, and office supplies and equipment through April.

Personnel expenses were below budget in nearly all personnel categories. These below budget personnel costs were partially offset by the increases in health insurance rates and changes in staff elections that took effect in January 2026.

Fees for eCommerce processing were below budget through April, primarily due to the transition from Encore to Vega, which involved discontinuing the older MerchantE processor account earlier this fiscal year, leaving a single integrated MerchantE processor account.

Vehicle expenses were under budget primarily due to a lower than anticipated costs of and need for fuel, vehicle repairs and maintenance, vehicle insurance, vehicle leasing and rent, and other vehicle expenses through April. Fuel prices have risen dramatically due to the conflict in the Middle East, which is expected to bring fuel expenses much closer to the budgeted amount.

Additional below budgeted expenses included telephone and telecommunications costs, which are expected to increase as quarterly staff internet reimbursements are processed.

These below budget expenses were partially offset by above budget interest expense (\$47,414) related to the SBITAs discussed above.

**PRAIRIECAT
CASH REPORT
FOR THE PERIOD ENDING April 30, 2026**

Beginning Cash Balance	\$ 1,514,585.06
Cash Received	
Payments from Member Libraries, etc.	438,365.01
Interest - BankORION	331.28
Interest - Illinois Funds	1,024.83
Interest - PTMA	15.24
eCommerce Receipts Payable	5,006.47
Total Cash Received	444,742.83
Expenses Paid	
Checks and Vendor ACH Payments	40,508.15
Payroll and Retirement Contributions	76,573.98
ACH Credit Card Payments	8,680.94
Miscellaneous (Lockbox & Misc. Bank Fees, eCommerce Fees, etc.)	332.05
Total Disbursements	126,095.12
Ending Cash Balance	\$ 1,833,232.77

CASH DETAILS:

Member Library Deposit Accounts/Prepayments	\$ -
eCommerce Cash Receipts Payable	5,074.03
Reserve Designation	762,947.84
Working Cash	1,065,210.90

TOTAL CASH

\$ 1,833,232.77

PAYPAL FUNDS DETAILS:

April PayPal Receipts in Transit to Bank	\$129.34
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CD INVESTMENT DETAILS:

BankORION: 13-month CD Principal @ 4.05% Interest 8/29/2024 - 9/29/2026	\$ 250,000.00
PTMA: KS StateBank: 24-month CD Principal @ 3.969% Interest 8/27/2025 - 8/27/2027	\$ 231,500.00
CD Investment Income as of April 2026	\$ 12,945.28

TOTAL CURRENT CD INVESTMENT VALUE

\$ 494,445.28

Invested in Capital Assets Balance as of April 2026	\$0.00
Invested Subscription IT Arrangement Capital Assets Balance Net of Related Debt as of April 2026	\$5,847.60
Unrestricted Fund Balance as of April 2026	\$2,038,383.96
FY26 operating expenses excluding planned reserve designation:	\$ 2,069,730.67
Working Cash % of operating expenses:	51.47%

PrairieCat
Balance Sheet
As of 4/30/2026

	Balance End of Month
Assets	
Cash & cash equivalents	
Cash - Bank Orion	1,496,536.57
Cash - Illinois Funds	331,407.37
Cash - PTMA	5,288.83
PayPal Funds	152.34
Total Cash & cash equivalents	1,833,385.11
Investments	488,252.66
Accounts receivables	50,626.25
Other receivables	
PayPal Funds Receivable	23.00
Total Other receivables	23.00
Accrued investment income	6,192.62
Prepaid expenses	185,108.06
Capital Assets, net	
Computers	287,558.00
Vehicles	12,450.50
Subscription Based IT Arrangements	1,524,718.00
Accumulated Depreciation	(300,008.50)
Accumulated Amortization - Subscription Based IT Arrangement	(876,241.15)
Total Capital Assets, net	648,476.85
Other assets	
Deferred Outflows - Pension	361,366.25
Deferred Outflows - OPEB	25.00
Total Other assets	361,391.25
Total Assets	3,573,455.80
Liabilities	
eCommerce receipts payable	5,249.37
Payroll	
Pension Payable	11,580.13
Total Payroll	11,580.13
Deferred revenue	358,920.76
Compensated absences	31,528.73
Net pension liability	422,504.00
Post-employment benefits	42,094.00
Other long-term obligations	
Deferred Inflows - Pension	8,375.00
Deferred Inflows - OPEB	6,343.00
Subscription Based IT Arrangements Payable	642,629.25
Total Other long-term obligations	657,347.25
Total Liabilities	1,529,224.24
Net Assets	
Beginning net assets	2,002,587.17
Current YTD net income	41,644.39
Total Net Assets	2,044,231.56
Total Liabilities and Net Assets	3,573,455.80

PrairieCat

Statement of Revenues and Expenses - FY26 is 83.33% Completed

From 4/1/2026 Through 4/30/2026

	<u>Current Month</u>	<u>YTD Actual</u>	<u>YTD Budget - Original</u>	<u>Percent of YTD Budget</u>	<u>Total Budget - Original</u>	<u>Percent of Annual Budget</u>
REVENUES						
Fees for Services and Materials						
Union List Member Revenue	2,690.96	26,909.60	26,910.00	99.99%	32,292.00	83.33%
Fully Participating and Basic Online Member Revenue	117,674.62	1,176,746.20	1,176,750.00	99.99%	1,412,098.67	83.33%
ILL Barcode Revenue	100.00	2,500.00	2,500.00	100.00%	3,000.00	83.33%
Fully Participating & Basic Online - Reserve Contribution	3,244.80	32,448.03	32,448.55	99.99%	38,937.10	83.33%
Union List - Reserve Contribution	284.04	2,840.40	2,840.50	99.99%	3,409.00	83.32%
Total Fees for Services and Materials	<u>123,994.42</u>	<u>1,241,444.23</u>	<u>1,241,449.05</u>	<u>100.00%</u>	<u>1,489,736.77</u>	<u>83.33%</u>
Reimbursements						
Reimbursements	1,669.16	19,191.60	18,169.50	105.62%	21,803.00	88.02%
Reimbursements - PUG Day/DA Fees	0.00	3,152.00	3,750.00	84.05%	3,750.00	84.05%
Reimbursements - Mobile App	2,850.00	29,757.74	26,438.00	112.55%	31,725.00	93.79%
Total Reimbursements	<u>4,519.16</u>	<u>52,101.34</u>	<u>48,357.50</u>	<u>107.74%</u>	<u>57,278.00</u>	<u>90.96%</u>
Investment Income	2,998.02	29,058.30	29,167.00	99.62%	35,000.00	83.02%
Other						
Other Grants	0.00	0.00	1,667.00	0.00%	2,000.00	0.00%
Other Grants - LLSAP Support Grant	43,921.83	439,218.33	439,219.00	99.99%	527,062.00	83.33%
Other Revenue	0.01	1,202.92	833.00	144.40%	1,000.00	120.29%
Total Other	<u>43,921.84</u>	<u>440,421.25</u>	<u>441,719.00</u>	<u>99.71%</u>	<u>530,062.00</u>	<u>83.09%</u>
Total REVENUES	<u>175,433.44</u>	<u>1,763,025.12</u>	<u>1,760,692.55</u>	<u>100.13%</u>	<u>2,112,076.77</u>	<u>83.47%</u>
EXPENSES						
Personnel						
Other Professionals	59,820.27	629,196.55	631,576.00	99.62%	781,955.70	80.46%
Support Services	9,039.01	94,070.13	95,645.00	98.35%	118,420.00	79.43%
Social Security Taxes	4,899.36	52,152.15	55,544.00	93.89%	68,763.99	75.84%
Unemployment Insurance	0.00	0.00	2,917.00	0.00%	3,500.00	0.00%
Worker's Compensation	168.50	1,623.00	1,683.00	96.43%	2,020.00	80.34%
Retirement Benefits	7,684.72	80,954.08	81,964.00	98.76%	101,483.06	79.77%
Health, Dental And Life Insurance	15,166.70	136,596.54	128,450.50	106.34%	154,141.00	88.61%
Other Fringe Benefits	180.00	618.30	833.00	74.22%	1,000.00	61.83%
Tuition Reimbursements	0.00	0.00	416.00	0.00%	500.00	0.00%
Staff Professional Memberships	11.67	148.34	833.00	17.80%	1,000.00	14.83%
Total Personnel	<u>96,970.23</u>	<u>995,359.09</u>	<u>999,861.50</u>	<u>99.55%</u>	<u>1,232,783.75</u>	<u>80.74%</u>
Buildings and Grounds						
Property Insurance	278.75	2,787.50	2,667.00	104.51%	3,200.00	87.10%
Total Buildings and Grounds	<u>278.75</u>	<u>2,787.50</u>	<u>2,667.00</u>	<u>104.52%</u>	<u>3,200.00</u>	<u>87.11%</u>
Vehicle Expenses						
Fuel	45.22	332.06	833.00	39.86%	1,000.00	33.20%

PrairieCat

Statement of Revenues and Expenses - FY26 is 83.33% Completed

From 4/1/2026 Through 4/30/2026

	<u>Current Month</u>	<u>YTD Actual</u>	<u>YTD Budget - Original</u>	<u>Percent of YTD Budget</u>	<u>Total Budget - Original</u>	<u>Percent of Annual Budget</u>
Repairs And Maintenance	0.00	319.55	833.00	38.36%	1,000.00	31.95%
Vehicle Insurance	124.12	1,240.84	1,250.00	99.26%	1,500.00	82.72%
Vehicles Leasing And Rent	0.00	0.00	416.00	0.00%	500.00	0.00%
Other Vehicle Expenses	0.00	296.30	291.00	101.82%	350.00	84.65%
Total Vehicle Expenses	169.34	2,188.75	3,623.00	60.41%	4,350.00	50.32%
Travel and Continuing Education						
In-State Travel	6,286.82	11,164.59	6,667.00	167.46%	8,000.00	139.55%
Registrations And Meeting, Other Fees	4,093.21	7,005.51	8,667.00	80.82%	10,400.00	67.36%
Conferences And Continuing Education Meetings	0.00	13,867.12	16,667.00	83.20%	20,000.00	69.33%
Total Travel and Continuing Education	10,380.03	32,037.22	32,001.00	100.11%	38,400.00	83.43%
Public Relations	0.00	1,444.76	1,667.00	86.66%	2,000.00	72.23%
Commercial Insurance	617.86	6,177.52	6,667.00	92.65%	8,000.00	77.21%
Supplies, Postage and Printing						
Computers, Software And Supplies	1,819.09	29,425.79	33,461.90	87.93%	40,155.80	73.27%
General Office Supplies And Equipment	0.00	534.94	1,250.00	42.79%	1,500.00	35.66%
Postage	0.00	26.50	0.00	0.00%	0.00	0.00%
Total Supplies, Postage and Printing	1,819.09	29,987.23	34,711.90	86.39%	41,655.80	71.99%
Telephone and Telecommunications	1,536.33	7,862.45	9,167.00	85.76%	11,000.00	71.47%
Equipment Repair and Maintenance						
Equipment Repair And Maintenance Agreements	81.66	766.44	1,250.00	61.31%	1,500.00	51.09%
Total Equipment Repair and Maintenance	81.66	766.44	1,250.00	61.32%	1,500.00	51.10%
Professional Services						
Legal	357.00	1,067.50	2,500.00	42.70%	3,000.00	35.58%
Accounting	0.00	5,300.00	5,833.00	90.86%	7,000.00	75.71%
Consulting	2,340.00	7,020.00	12,500.00	56.16%	15,000.00	46.80%
Payroll Service Fees	636.58	7,532.44	6,667.00	112.98%	8,000.00	94.15%
Total Professional Services	3,333.58	20,919.94	27,500.00	76.07%	33,000.00	63.39%
Contractual Services						
Information Service Costs	17,059.17	190,932.09	520,275.00	36.69%	624,329.92	30.58%
Outside Printing Services	0.00	0.00	1,667.00	0.00%	2,000.00	0.00%
Other Contractual Services	260.75	2,607.46	73,055.50	3.56%	87,667.00	2.97%
Amortization - Subscription Based IT Arrangements	37,524.50	375,244.96	0.00	0.00%	0.00	0.00%
Total Contractual Services	54,844.42	568,784.51	594,997.50	95.59%	713,996.92	79.66%
Professional Association Membership Dues	110.00	1,778.88	1,667.00	106.71%	2,000.00	88.94%
SBITA Interest	4,546.42	47,414.24	0.00	0.00%	0.00	0.00%
Miscellaneous	91.25	1,044.68	1,250.00	83.57%	1,500.00	69.64%

PrairieCat

Statement of Revenues and Expenses - FY26 is 83.33% Completed
From 4/1/2026 Through 4/30/2026

	<u>Current Month</u>	<u>YTD Actual</u>	<u>YTD Budget - Original</u>	<u>Percent of YTD Budget</u>	<u>Total Budget - Original</u>	<u>Percent of Annual Budget</u>
Miscellaneous - eCommerce Fees	294.90	2,827.52	4,583.00	61.69%	5,500.00	51.40%
Total EXPENSES	<u>175,073.86</u>	<u>1,721,380.73</u>	<u>1,721,612.90</u>	<u>99.99%</u>	<u>2,098,886.47</u>	<u>82.01%</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>359.58</u>	<u>41,644.39</u>	<u>39,079.65</u>	<u>106.56%</u>	<u>13,190.30</u>	<u>315.71%</u>

PrairieCat
Check/Voucher Register
1000 - Cash - Bank Orion
From 4/18/2026 Through 5/15/2026

Vendor Name	Effective Date	Check Amount
Bertolet Memorial Library District	4/22/2026	33.19
Bourbonnais Public Library District	4/22/2026	196.85
Bradley Public Library District	4/22/2026	253.75
Bureau Valley CUSD #340	4/22/2026	0.60
Bureau Valley CUSD #340	4/22/2026	18.00
Byron Public Library District	4/22/2026	20.18
CAROLYN COULTER	4/22/2026	68.21
CAROLYN COULTER	4/22/2026	89.76
Charles B. Phillips Public Library District	4/22/2026	52.40
CHELSEY KNIPPEL	4/22/2026	395.38
CHELSEY KNIPPEL	4/22/2026	74.08
Cherry Valley Public Library District	4/22/2026	384.49
Clinton Township Public Library	4/22/2026	33.25
Coal City Public Library District	4/22/2026	163.29
Colona District Public Library	4/22/2026	28.10
Cortland Community Library	4/22/2026	96.20
Community Unit School District #2	4/22/2026	30.00
DeKalb Public Library	4/22/2026	326.10
East Moline Public Library	4/22/2026	31.60
Earlville Public Library District	4/22/2026	31.29
EDWARD ZANELLI	4/22/2026	169.07
EDWARD ZANELLI	4/22/2026	41.24
ELIZABETH SMITH	4/22/2026	178.38
ELIZABETH SMITH	4/22/2026	65.56
Ella Johnson Memorial Public Library District	4/22/2026	156.63
Flagg-Rochelle Public Library District	4/22/2026	497.51
Forreston Public Library	4/22/2026	23.69
Fossil Ridge Public Library District	4/22/2026	45.80
Freeport Public Library	4/22/2026	953.50
Galena Public Library District	4/22/2026	247.91
Geneseo Public Library District	4/22/2026	330.68
Genoa Public Library District	4/22/2026	465.95
Harvard Diggins Library	4/22/2026	66.80
Henry C. Adams Memorial Library	4/22/2026	21.18
Highland Community College Library	4/22/2026	19.00
Hinckley Public Library District	4/22/2026	460.81
Homer Township Public Library District	4/22/2026	338.94
Ida Public Library	4/22/2026	347.16
JASON JENSEN	4/22/2026	54.37
Johnsburg Public Library District	4/22/2026	190.90
Julia Hull District Library	4/22/2026	149.30
Kankakee Public Library	4/22/2026	179.60
Klein, Thorpe and Jenkins, Ltd.	4/22/2026	204.00
LaSalle Public Library	4/22/2026	174.38
Lena Community District Library	4/22/2026	37.10
Limestone Township Library	4/22/2026	40.79
Malta Township Public Library	4/22/2026	51.70
Manhattan-Elwood Public Library District	4/22/2026	286.10
Manhattan-Elwood Public Library District	4/22/2026	0.50
Manteno Public Library District	4/22/2026	528.86
Marengo-Union Public Library District	4/22/2026	56.00
Marseilles Public Library	4/22/2026	83.15
MATTHEW MATURO	4/22/2026	48.58
Pecatonica Public Library District	4/22/2026	22.90
Peotone Public Library District	4/22/2026	362.80

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From 4/18/2026 Through 5/15/2026

Vendor Name	Effective Date	Check Amount
Peru Public Library	4/22/2026	99.50
Plano CUSD #88	4/22/2026	12.00
Plano CUSD #88	4/22/2026	0.20
Plano CUSD #88	4/22/2026	3.50
Polo Public Library District	4/22/2026	27.99
Princeton Public Library	4/22/2026	159.90
Reddick Public Library District	4/22/2026	425.35
River Bend Community Unit School District 2	4/22/2026	1.50
River Bend Community Unit School District 2	4/22/2026	15.00
River Bend Community Unit School District 2	4/22/2026	0.80
Robert R. Jones Public Library District	4/22/2026	84.90
Rock Island Public Library	4/22/2026	311.37
Rock Island Public Library	4/22/2026	34.18
Rock Island Public Library	4/22/2026	69.69
ROY AREY	4/22/2026	51.44
SANDRA TEDDER	4/22/2026	38.93
SANDRA TEDDER	4/22/2026	49.18
Sandwich Public Library District	4/22/2026	26.00
Schmaling Memorial Public Library District	4/22/2026	35.99
Seneca Public Library District	4/22/2026	172.70
SHELBY O'HARA	4/22/2026	152.26
SHELBY O'HARA	4/22/2026	65.37
Sherrard Public Library District	4/22/2026	31.60
Silvis Public Library	4/22/2026	75.40
Somonauk Public Library District	4/22/2026	173.70
South Beloit Public Library	4/22/2026	35.50
Mokena Community Public Library District	4/22/2026	136.48
Moline Public Library	4/22/2026	529.63
Morris Area Public Library	4/22/2026	84.35
New Lenox Public Library	4/22/2026	131.60
Nippersink Public Library District	4/22/2026	24.65
North Suburban Library District	4/22/2026	337.93
North Suburban Library District	4/22/2026	353.16
Odell Public Library	4/22/2026	763.40
Stockton Township Public Library	4/22/2026	133.45
Streator Public Library	4/22/2026	244.83
Sycamore Public Library	4/22/2026	583.46
Talcott Free Library District	4/22/2026	137.60
Three Rivers Public Library	4/22/2026	73.85
Three Rivers Public Library	4/22/2026	76.98
United Township High School Library #30	4/22/2026	16.70
Meridian CUSD #223	4/22/2026	2.20
Meridian CUSD #223	4/22/2026	1.60
Meridian CUSD #223	4/22/2026	13.70
MELISSA LANDIS	4/22/2026	99.76
MELISSA LANDIS	4/22/2026	45.90
Wilmington Public Library District	4/22/2026	358.20
Woodstock Public Library	4/22/2026	182.59
Yorkville Public Library	4/22/2026	1,748.66
Paycom Payroll LLC	4/23/2026	318.29
Paycom Payroll LLC	4/23/2026	21,567.33
Paycom Payroll LLC	4/23/2026	8,947.29
MissionSquare	4/24/2026	1,567.23
WEX Bank	4/27/2026	45.22
MATTHEW MATURO	4/29/2026	51.80

PrairieCat
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From 4/18/2026 Through 5/15/2026

Vendor Name	Effective Date	Check Amount
Klein, Thorpe and Jenkins, Ltd.	4/29/2026	153.00
First Bankcard	4/29/2026	8,680.94
Bank Orion	4/30/2026	71.25
Mel Foster Co. Insurance	5/4/2026	6,616.00
MerchantE	5/4/2026	236.98
MITINET INC.	5/6/2026	10,200.00
INNOVATIVE INTERFACES INCORPORATED	5/6/2026	23,513.04
INNOVATIVE INTERFACES INCORPORATED	5/6/2026	1,872.72
INNOVATIVE INTERFACES INCORPORATED	5/6/2026	4,284.80
INNOVATIVE INTERFACES INCORPORATED	5/6/2026	4,747.27
INNOVATIVE INTERFACES INCORPORATED	5/6/2026	363,530.52
Paycom Payroll LLC	5/7/2026	318.29
Paycom Payroll LLC	5/7/2026	21,567.39
Paycom Payroll LLC	5/7/2026	8,947.17
MissionSquare	5/8/2026	1,567.23
Illinois Municipal Retirement Fund	5/8/2026	11,580.00
Bank Orion	5/11/2026	20.00
HR Source	5/13/2026	1,385.00
LIMRICC	5/13/2026	20,455.94
SPRINGSHARE LLC	5/13/2026	4,211.00
Report Total		543,917.89

	July 2025	July 2024	Aug 2025	Aug 2024	Sept 2025	Sept 2024	Oct 2025	Oct 2024	Nov 2025	Nov 2024	Dec 2025	Dec 2024	Jan 2026	Jan 2025	Feb 2026	Feb 2025	Mar 2026	Mar 2025	Apr 2026	Apr 2025	FY26 Totals to date	FY25 Totals	
General																							
Bibliographic records	1,211,596	1,216,828	1,212,647	1,216,401	1,212,476	1,215,783	1,211,127	1,214,175	1,211,189	1,214,175	1,210,987	1,213,801	1,210,429	1,213,922	1,210,124	1,213,171	1,209,983	1,212,477	1,210,485	1,211,957	1,210,485	1,211,136	
Item records	5,092,517	5,132,031	5,097,375	5,127,833	5,090,068	5,122,725	5,073,855	5,111,539	5,071,633	5,111,539	5,068,535	5,110,110	5,057,748	5,108,957	5,047,536	5,101,264	5,044,840	5,101,604	5,040,493	5,098,609	5,040,493	5,092,082	
Patron records	357,423	347,042	361,564	352,809	365,387	357,587	368,730	364,435	371,992	364,435	372,135	366,030	374,404	367,855	376,858	366,248	380,551	369,831	380,840	366,774	380,840	353,654	
Total circulation	451,212	466,283	380,656	401,094	384,029	380,458	390,456	399,870	335,672	367,890	326,951	329,139	380,142	390,410	355,114	368,694	388,669	412,260	358,445	385,789	3,751,346	4,704,080	
ILL transactions on LLSAP	59,159	56,019	56,498	58,113	58,546	56,804	59,265	59,435	48,252	52,555	47,807	48,049	60,649	65,801	54,566	58,140	57,629	60,613	52,606	59,584	554,977	683,352	
Reciprocal borrowing	62,112	53,251	50,723	45,776	51,075	43,843	52,386	46,961	45,498	42,821	43,286	36,893	50,825	46,870	48,932	46,815	57,929	54,430	54,203	52,120	516,969	577,749	
Training, Outreach and Engagement																							
Training events	5	2	17	4	3	14	2	5	5	2	2	3	6	6	8	8	6	3	2	10	56	69	
Training participants	18	4	135	12	18	42	4	13	12	4	8	7	49	12	45	31	26	18	3	34	318	219	
Training contact hours	21	3	134	17	20	43	5	20	11	6	6	10	90	15	71	149	51	15	3	46	411	388	
TalentLMS Course Completions	170	223	354	349	250	372	206	251	207	140	118	163	123	285	125	203	212	245	185	259	1,950	3,014	
Site visits	4	7	1	1	2	-	5	3	2	2	-	1	5	2	1	1	2	4	1	5	23	33	
Member Meetings/Events	3	5	3	6	6	6	7	7	2	3	4	2	5	3	5	1	5	7	4	7	44	63	
Meeting/Event participants	141	153	23	124	302	658	219	151	24	28	74	25	130	130	205	24	43	65	167	206	1,328	1,752	
Meeting/Event contact hours	237	306	22	164	1,738	4,609	301	254	24	31	79	25	235	241	314	31	65	96	286	510	3,300	6,508	
Troubleshooting																							
HelpDesk Calls Opened	441	295	275	352	317	270	336	275	387	246	371	199	272	218	336	213	331	286	301	299	3,367	3,216	
HelpDesk Calls Closed	440	302	298	344	286	273	341	256	353	237	364	227	325	208	326	220	281	295	301	279	3,315	3,225	
Database Enrichment																							
Bibload records loaded - PC staff	1,654	1,414	1,072	1,518	1,461	1,535	1,540	1,679	1,104	1,053	1,316	1,173	1,273	1,635	1,470	1,366	1,263	1,386	1,465	1,198	13,618	16,440	
Bibload records loaded - MARC catalogers	2,499	2,895	2,306	2,209	2,753	2,154	2,079	2,569	1,977	1,964	2,092	1,468	2,174	2,310	2,016	1,832	2,188	2,581	2,561	2,592	22,645	26,367	
Cleanup/overlays/merges - PC staff	490	1,563	926	537	972	794	574	516	481	187	795	679	380	540	412	463	690	550	335	463	6,055	7,292	
Cleanup/overlays/merges - MARC catalogers	890	765	941	1,303	721	1,059	883	1,167	722	116	728	656	854	997	749	686	809	949	886	716	8,183	12,731	
Enhancements/corrections - PC staff	82	29	67	27	66	28	78	21	22	8	81	46	10	33	54	12	5	33	33	20	498	403	
Enhancements/corrections - MARC catalogers	76	120	35	48	59	157	374	122	161	-	322	95	164	182	479	85	55	143	80	131	1,805	1,272	
Original catalogings - PC staff	103	72	71	50	43	62	55	71	20	96	70	100	22	58	71	36	15	52	35	55	505	781	
Original catalogings - MARC catalogers	27	24	30	30	47	29	22	26	15	4	20	9	25	40	26	42	22	9	36	28	270	332	
Special projects (Call number conversion, ICode1 conversion, Reclamation, etc)	28,691	31,857	34,534	33,449	46,533	48,798	66,391	47,820	39,038	46,462	37,703	36,443	42,419	30,363	45,305	70,855	45,562	54,838	98,738	33,208	484,914	501,042	
To see the full statistical spreadsheet, visit: https://support.prairiecat.info/gov																							

FY27 Election Results

Total Ballot Submissions: 25
 Total Libraries Eligible to Vote: 108
 Participation Percentage: 23%

<u>Admin Council</u>	
<u>Tier 2 (1 Seat)</u>	<u>Votes</u>
Dana Fanslow, Director, Nippersink PLD	8
<u>At Large (3 Seat)</u>	<u>Votes</u>
Emily Faulkner, Director, DeKalb PL	22
Jason Shirley, Director, Byron PLD	22
Julie Wayland, Director, Princeton PL	18

<u>CircC</u>	
<u>Tier 1 (1 Seat)</u>	<u>Votes</u>
Denise Towne, Patron Services Manager, New Lenox PLD	3
Carrie Zamorano, Circulation Manager, Woodstock PL	1
<u>Tier 2 (1 Seat)</u>	<u>Votes</u>
Dominique Mendoza, Lead Circulation Clerk, East Moline PL	4
Cassie Owens, Circulation Supervisor, Manteno PLD	3
Julie Reckamp, Youth Services, Byron PLD	2
Tammi Slazyk, Circulation Supervisor, Peotone PLD (left the library week of 5.11.26)	1
<u>At Large (2 Seat)</u>	<u>Votes</u>
Jen Barton, Director, Genoa PLD	15
Jen Finnerty, Assistant Director & Technical Services Supervisor, North Chicago PL	12
Matt Miller, Library Aide & Clerk, Putnam County PLD	8
Shannon Snidanko, Help Desk, Homer Township PLD	6
<u>Academic/School/Special (1 Seat)</u>	<u>Votes</u>
Laura Watson, Director, Highland Community College	2

<u>TechC</u>	
<u>Tier 1 (1 Seat)</u>	<u>Votes</u>
Kristi Fane, Head of Technical & Customer Services, North Suburban PLD	3
Lora Totton-Schwarz, Technical Services Supervisor, Woodstock PL	1
<u>At Large (2 Seat)</u>	<u>Votes</u>
Tricia Dean, Cataloging Services Coordinator, Wilmington PLD	19
Lisa Elsner, Library Specialist, Highland Community College	21



Date: 6/05/2026

To: PrairieCat Administrative Council

From: Carolyn Coulter, Director

Re: Request for increase to credit limit on credit cards for technology purchases

Executive Summary:

Last month, Administrative Council approved a new credit card to cover purchases of hardware, software and services pertaining to our technology needs. The accountants have said that it needs to be made clear that Administrative Council is approving an increase in the credit limit. Currently, we have three cards with a credit limit of \$5,000 each. I am requesting this card have an additional credit limit of \$10,000, bringing the overall credit limit to \$25,000.