

PrairieCat Administrative Council
Agenda
August 7, 2026

The Council will meet on Friday, August 7, 2026, 10:30 am – 1:00 pm in person at the Three Rivers Public Library District, Minooka, 109 N. Wabena Ave, Minooka, IL. The meeting will also be available online via Zoom.

[Register to attend the meeting](https://support.prairiecat.info/events/prairiecat-administrative-council-meeting-2026-08-07) (<https://support.prairiecat.info/events/prairiecat-administrative-council-meeting-2026-08-07>).

1. Call to order, welcome and introductions
2. Introduction of visitors and public comments
3. Review agenda for addition/changes
4. Consent agenda (pp. 3-26)
 - 4.1. Approve minutes for July 10, 2026, PrairieCat Administrative Council meeting
 - 4.2. Approve financial report for July 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
 - 5.3. Review Delegates Assembly meeting attendance (pp. 27-31)
6. Administrative issues
 - 6.1. ACTION: Changes to retiree healthcare policy in the employee manual (pp. 32-33)
 - 6.2. ACTION: Adopt pay scale for director's position (p. 34)
 - 6.3. Gather emergency numbers for Administrative Council members
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



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9. Public comments

10. Adjournment

11. Next meeting - Friday, September 4, 2026, at Princeton Public Library, Princeton, IL

PrairieCat Administrative Council
Minutes
July 10, 2026

The Council met on Friday, July 10, 2026, 10:30 am – 1:00 pm in person at the Howard Colman Library, Rockford University, Rockford, IL. The meeting will also be available online via Zoom.

[Register to attend the meeting](https://support.prairiecat.info/events/prairiecat-administrative-council-meeting-2026-07-10) (<https://support.prairiecat.info/events/prairiecat-administrative-council-meeting-2026-07-10>).

1. Call to order, welcome and introductions

Present at Rockford University: Elizabeth Smith (PrairieCat), Chelsey Knippel (PrairieCat), Julie Wayland (PR), Kimberly Brozovich (RP), Barbara Posinger (SA), Lauren Offerman (TC), Stephanie Nissen (RU), Jason Shirley (BY), Emily Schaub (FP), Jenna Diedrich (GA), Dana Fanslow (KR), Kelly McCully (BD), Emily Faulkner (DK)

Present via Zoom: Carolyn Coulter (PrairieCat), Elena Mendoza (RAILS)

Absent:

Posinger (Chair-SA) called the meeting to order at 10:30 am.

2. Introduction of visitors and public comments

There were no public comments. Elena Mendoza introduced herself and the RAILS Staff Accountant who does the books for PrairieCat.

3. Review agenda for addition/changes

There were no revisions.

4. Consent agenda

4.1. Approve minutes for June 12, 2026, PrairieCat Administrative Council meeting

4.2. Approve financial report for June 2026

4.3. Approve check registers

4.4. Statistical reports

MOTION #1

Schaub (FP) moved and McCully (BD) seconded to approve the consent agenda as presented. There was no discussion on the motion.

***Motion carried by vocal affirmation**

Ayes: 10

Nays: 0

Abstentions: 0

5. Membership update

5.1. Update on new and upgrading members

Smith (PrairieCat) stated that as of July 1st, we have a couple Union List members who have withdrawn from PrairieCat. Dakota Community Unit School District is a school library who had a hard time maintaining compliance with PrairieCat and they decided to withdraw. UnityPoint Health Medical Library closed their library, withdrawing from PrairieCat as a result. PrairieCat staff are working on removing their holdings from the system and updating lists. The Dakota withdrawal has already been approved by Delegates. The UnityPoint withdrawal will be on the July Delegates Assembly agenda for approval. PrairieCat has recently heard from Putnam County Library, who is a Fully Participating member. They have six locations and are closing their Magnolia Library branch. We have set up a call with Putnam County Library to discuss steps moving forward. It seems the physical location has closed but they want to maintain it as a pickup location.

5.2. Update on current training and engagement projects

Smith (PrairieCat) gave an update on training and engagement projects. PrairieCat launched account portal this week. We were a little disappointed to see that it launched during business hours since Innovative had told us that it would launch during non-

business hours in previous conversations. Aside from that, the launch seemed to go smoothly. We had a few reports during the transition time that links were not working, but that's why we did not want the launch to happen during business hours. However, once the update was complete, we were able to update the links, and everything appeared to work properly.

Smith explained that Patron Assist is a feature that PrairieCat and the User Experience Committee are investigating. Patron Assist is a feature that allows a library staff member to enter a patron's barcode and then view and control the patron's account from the patron's side, such as place holds, pay fines, etc. There are different levels of this feature so the User Experience Committee is discussing and will share their recommendations once a decision has been reached.

Smith discussed the upcoming PUG Day 2026 virtual event, stating that the webinars have been created and an open registration announcement will be sent out to the membership next week. We will be promoting the event throughout the upcoming months. Smith also discussed the PUG Day 2027 in person event. She has been in contact with NIU Rockford as the location for the event. Due to the ARSL Library Conference in Milwaukee in 2027, we are planning to hold the PUG Day event earlier than normal to give space between the two events. We are working on reserving a date with NIU Rockford.

Smith stated that this is the 20th anniversary of PrairieCat as an organization. She asked for suggestions or ideas about ways to mark the anniversary at the July Delegates Assembly meeting. Coulter (PrairieCat) stated that we should mention it at Delegates Assembly and we could put together a slide show of some sort. Faulkner (DK) suggested showing 20 most popular items over time or 20 most popular items in the first year. Coulter said she will email the staff to see if they have old emails or other information on things that were happening 20 years ago. Nissen (RU) suggested a timeline with the highlights of the 20-year history would be neat to see. Coulter thanked the group for suggestions and stated she will work with the PrairieCat staff to put something together.

Coulter (PrairieCat) explained that previously the agenda for this meeting included a discussion about the new Vega SMS Interact product contract. However, we began seeing some Sierra libraries having issues with the product. We will table the contract for now and wait until more Sierra libraries are up and running on the SMS Interact product. Coulter removed this discussion from the Administrative Council agenda for today.

6. Administrative issues

6.1. ACTION: Appoint OMA and FOIA officers for the fiscal year

Coulter (PrairieCat) stated each year we ask a member of the Council to volunteer to be an OMA and FOIA officer along with Coulter herself. Offerman (TC) volunteered.

MOTION #2

Schaub (FP) moved and Diedrich (GA) seconded to approve Coulter (PrairieCat) and Offerman (TC) as the FY27 OMA and FOIA officers. There was no discussion on the motion.

***Motion carried by vocal affirmation**

Ayes: 11

Nays: 0

Abstentions: 0

6.2. Sign check signature cards

Knippel (PrairieCat) gathered the necessary signatures for the bank signature card.

6.3. Review board manual (online)

Knippel (PrairieCat) explained that the FY27 Board Manual is not yet complete but will be posted by the end of the month. The Council will be notified when the FY27 Board Manual has been posted and is available for viewing.

6.4. ACTION: Changes to the General Policy Manual regarding Administrative Council votes on financial matters

Coulter stated that the current language of the Fiscal Accountability Policy in the General Policy Manual reads as follows:

“Roll call action will be taken by the PRAIRIECAT Administrative Council on all financial matters. Directors with economic conflicts of interest shall abstain from voting, in accordance with the Public Officer Prohibited Activities Act (50 ILCS 105) or any other applicable state statute, rule or regulation.”

This contradicts our general voting policy in the Bylaws, which is stated as:

“SECTION 9. VOTING. Except as provided elsewhere in these Bylaws, a simple majority of a quorum shall be sufficient to pass on all matters. All votes will be taken at a PRAIRIECAT Administrative Council meeting. Council Members participating electronically may also vote. No substitutes or proxies shall be allowed to vote in the place of a Council Member.”

It has been suggested that we revise the existing General Policy Manual to match the existing Bylaws language. The Council agreed to leave both the General Policy Manual and the Bylaws language as is.

6.5. ACTION: Replacement of expiring CD with Bank Orion and the reinvestment of funds in a new CD

Mendoza (RAILS) explained that at the end of August 2025, PrairieCat invested \$481,500 in two CDs - one for \$250,000 with Bank Orion, at a 4.05% interest rate maturing on September 29, 2026, and a second for \$231,500 with the Public Treasury Management and Advisory (PTMA), at a 3.969% interest rate maturing on August 27, 2027. We have reached out to financial institutions to inquire about investment options for the Bank Orion CD that will be maturing at the end of September. The remainder of PrairieCat's funds are maintained in three interest bearing accounts. The checking account with Bank Orion holds the bulk of PrairieCat's funds with a balance of \$953,615 as of June 26. The current interest rate on this account equals the rate offered by Bank Orion for their money market accounts (.30%). The Illinois Funds money market account balance is currently \$332,459 and has earned year-to-date interest of \$11,581, with rates that closely track the rates set

by the Federal Reserve. The PTMA iPrime ISC money market account balance is currently \$5,305 and has earned year-to-date interest of \$492, with rates that also closely track the rates set by the Federal Reserve.

As we re-evaluate investment options this year, PrairieCat must keep in mind the current level of inflation and the recent change in leadership that may affect the Federal Reserve's interest rate expectations. At their last four meetings, the Federal Reserve has held the target borrowing rate between 3.50% and 3.75%. The projections they shared in their June 2026 meeting for calendar year 2026 and 2027 interest rates are at 3.8% and 3.6%, respectively.

Mendoza stated it is recommended that PrairieCat secure a 24-month CD with PTMA to lock in the higher interest rates for longer. The investment would be completed once the 13-month CD with Bank Orion matures on September 29, 2026, for an amount that would keep the total investment under the \$250,000 FDIC insurance coverage limit, including the projected net interest earned over the CD term. To do this, PrairieCat will need to transfer the required investment amount from Bank Orion to the PTMA ISC account.

The remaining earnings and matured CD principal in the Bank Orion account could be transferred to Illinois Funds or PTMA to float with the market. Currently, the average interest rates as of May for the PTMA ISC money market account and Illinois Funds are 3.510% and 3.737%, respectively.

These investment options were reviewed at PrairieCat's Finance Committee meeting on June 18. The committee agreed to recommend investing in a 24-month DTC-CD or traditional CD, whichever has the highest interest rate at the time to lock in interest rates for longer. Also, the remaining funds would be transferred to IL Funds or PTMA, whichever has the best interest rate at the time.

MOTION #4

Diedrich (GA) moved and Shirley (BY) seconded to approve investing in a 24-month DTC-CD or traditional CD, whichever has the highest interest rate at the time to lock in interest rates for longer. Also, the remaining funds would be transferred to IL Funds or PTMA, whichever has the best interest rate at the time. There was no discussion on the motion.

***Motion carried by vocal affirmation**

Ayes: 11

Nays: 0

Abstentions: 0

6.6. Explanation of mistake made concerning North Chicago self-check and refund due to them
Coulter (PrairieCat) explained that there was a mistake made by placing North Chicago's add library charge to the wrong spreadsheet when they went live with us. For the last three years, PrairieCat has been charging North Chicago for having a self-check, which they do not have. This error led to a refund of \$4,853.89.

6.7. Review of Delegates Assembly agenda

Coulter (PrairieCat) reviewed the Delegates Assembly agenda with the Council. She noted that a presentation for the 20-year anniversary of PrairieCat will be added to the agenda. No other revisions were made.

7. Ad Hoc Committee updates

7.1. Resource Sharing Committee – no report

7.2. Finance Committee – Report from 6/18/2026

Offerman (TC) stated that the Finance Committee met on June 18, 2026, and discussed the SMS contract that Coulter (PrairieCat) talked about earlier in the meeting and our CD options that Mendoza (RAILS) presented earlier as well. Additionally, the Committee looked at and discussed alternative health insurance options that PrairieCat could provide to their



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staff. The Committee did agree on an alternative should the need to revise PrairieCat's coverage options in the future. Because there are so many unknowns at this time, we did not feel it was necessary to present the Committee's recommendation to this body yet.

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 11:09 am.

11. Next meeting - Friday, August 7, 2026, at Three Rivers Public Library District, Minooka, IL



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9. Public comments

10. Adjournment

11. Next meeting - Friday, September 4, 2026, at Princeton Public Library, Princeton, IL

FY2027 PrairieCat Administrative Council MOTIONS July 2026 - June 2027				M – Motion made by Y - Yes Abstain - Abs A - Absent 2nd – Motion seconded by N - No NA - No Answer NP - Not present										
	Vote Summary													
Meeting Date: July 10, 2026														
MOTION	Aye	Nay	Abstention	Kim Brozovich (RP)	Jenna Diedrich (GA)	Dana Fanslow (KR)	Emily Faulkner (DK)	Kelly McCully (BD)	Stephanie Nissen (RU)	Lauren Offerman (TC)	Barbara Posingner (SA)	Emily Schaub (FP)	Jason Shirley (BY)	Julie Wayland (PR)
to approve the consent agenda.	9	0	0	Y	NP	Y	Y	Y 2ND	Y	Y	Y	Y M	Y	NP
to appoint Coulter (PrairieCat) and Offerman (TC) as the FY27 the OMA & FOIA officers for FY27.	11	0	0	Y	Y 2ND	Y	Y	Y	Y	Y	Y	Y M	Y	Y
to approve investing in a 24-month DTC-CD or traditional CD, whichever has the highest interest rate at the time to lock in interest rates for longer. Also, the remaining funds would be transferred to IL Funds or PTMA, whichever has the best interest rate at the time	11	0	0	Y	M Y	Y	Y	Y	Y	Y	Y	Y	Y 2ND	Y



Date: 8/7/2026

To: PrairieCat Administrative Council

From: Elena Mendoza, RAILS Staff Accountant

Subject: PrairieCat Financial Report – June 2026

Please find attached the PrairieCat Financial Reports for the month of June 2026, the conclusion of fiscal year 2026. These reports are preliminary and unaudited, and these results could change pending any additional vendor invoices for June, as well as the completion of the audit and any adjustments the auditors recommend. The attached statements include the Cash Report, Balance Sheet, Statement of Revenues and Expenses, and Check Register for the period of June 17 through July 22.

As of June 30, of the total cash balance of \$1,271,525, \$489,950 was undesignated working cash, \$764,620 was designated for reserves, and \$16,955 was eCommerce receipts payable to the membership. The cash balance decreased \$94,527 during June primarily due to the monthly payroll and payroll-related expenses (\$78,172); the monthly LIMRiCC health insurance payment (\$20,456); and the annual Guardian disability insurance payment (\$4,528). These expenses were partially offset by the June eCommerce receipts payable to the membership (\$7,638).

The balance of working cash was sufficient to fund 2.7 months of budgeted FY2027 operating expenses, and the balance of the reserve designation would fund an additional 4.3 months of budgeted operating expenses. In addition, the \$481,500 principal of PrairieCat's CDs would be sufficient to fund an additional 2.7 months of budgeted operating expenses.

Total revenues through June of \$2,113,265 were \$1,188 above budget, primarily due to higher than budgeted reimbursement revenues (\$2,009). 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. Other above budget revenues of (\$1,278) included decommissioned laptop purchases from PrairieCat staff, fines for members who did not attend the required Delegates Assembly meetings for the fiscal year, late payment fees assessed to members, and credit card cash-back rewards. These above budget revenues were partially offset by lower than budgeted continuing education event grants (\$2,000).

Total year-to-date interest as of the end of June was \$35,005, which was nearly equal to the year-to-date budgeted revenue. At their June meeting, the Federal Reserve held the target borrowing rate between 3.50% and 3.75% for the fourth consecutive time. Their projections for calendar year 2026 and 2027 interest rates increased slightly from 3.4% to 3.8% and 3.1% to 3.6%, respectively. Their next

meeting is scheduled for July 29. The average June interest rates for the IL Funds and iPrime money market accounts were 3.763% and 3.532%, respectively, slightly increasing from the May averages of 3.737% and 3.510%.

Total expenses through June of \$2,135,151 were \$36,265 above the year-to-date budgeted amount of \$2,098,886. This is primarily due to above budget SBITA interest expense (\$56,507); personnel costs (\$28,496); and travel and continuing education costs (\$4,442).

SBITA interest expense was above 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 for the total amount of each contractual agreement, as well as interest expense over the subscription term, at the present value of the total subscription payments. The interest expense is not included separately in the annual operating budget because it is a non-operational accounting expense that is calculated as part of the required accounting treatment. The cash payments for the subscriptions are included in the budget within information service costs and other contractual services. As a result, the financial statements show interest expense as being over budget, even though this does not represent an unexpected cash expense or overspending of appropriated funds.

Personnel expenses were above budget primarily due to net pension expense, which is the annual IMRF pension liability adjustment that is required to be recorded under the Governmental Accounting Standards Board's Statement No. 68. Since this adjustment is based on actuarial valuations that depend on economic and demographic factors outside of PrairieCat's control, the reported net pension expense can vary significantly year over year and is not included in the annual operating budget. Other above budget personnel expenses included increases in health insurance premiums and changes in staff benefit elections that took effect in January 2026. Additional above budget personnel expenses included the annual adjustment for compensated absences. GASB Statement No. 101, Compensated Absences, is another accounting standard that requires governments to recognize a liability and expense for employee leave that has been earned but not yet taken. As of June 30, the recorded expense represents staff members' accrued but unused vacation and personal leave balances. This is also not a budgeted expense, as it can vary significantly year over year.

Travel and continuing education costs were above budget primarily due to increased in-state travel related to attendance at the Innovative Users Group (IUG), Innovative Summit, Illinois Library Association (ILA), and American Library Association (ALA) conferences. These higher travel costs were partially offset by lower than budgeted expenses for conference registration fees and continuing education meetings.

These above budget expenses were partially offset by below budget contractual services expenses related to the SBITAs discussed above (\$35,467). Additional below budget expenses included: supplies, postage and printing costs primarily due to lower than budgeted costs and needs for computer equipment and software, and office supplies and equipment throughout the fiscal year (\$7,416);

professional services costs primarily due to lower than budgeted needs for consulting and legal services (\$7,205); and vehicles expenses, which were below budget across all categories (\$1,690).

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

Beginning Cash Balance	\$ 1,366,051.40
Cash Received	
Payments from Member Libraries, etc.	1,385.79
Interest - BankORION	243.73
Interest - Illinois Funds	1,028.16
Interest - PTMA	15.32
eCommerce Receipts Payable	7,637.74
Total Cash Received	<u>10,310.74</u>
Expenses Paid	
Checks and Vendor ACH Payments	26,250.90
Payroll and Retirement Contributions	78,172.05
ACH Credit Card Payments	-
Miscellaneous (Lockbox & Misc. Bank Fees, eCommerce Fees, etc.)	414.64
Total Disbursements	<u>104,837.59</u>
Ending Cash Balance	<u><u>\$ 1,271,524.55</u></u>

CASH DETAILS:

Member Library Deposit Accounts/Prepayments	\$ -
eCommerce Cash Receipts Payable	16,955.20
Reserve Designation	764,619.53
Working Cash	489,949.82

TOTAL CASH	<u><u>\$ 1,271,524.55</u></u>
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PAYPAL FUNDS DETAILS:

June PayPal Receipts in Transit to Bank	\$202.85
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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 June 2026	\$ 16,204.40

TOTAL CURRENT CD INVESTMENT VALUE	<u><u>\$ 497,704.40</u></u>
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Invested in Capital Assets Balance as of June 2026	\$0.00
Invested Subscription IT Arrangement Capital Assets Balance Net of Related Debt as of June 2026	\$1,215.12
Unrestricted Fund Balance as of June 2026	\$1,979,485.40

FY27 operating expenses excluding planned reserve designation:	\$ 2,154,021.36
Working Cash % of operating expenses:	22.75%

PrairieCat
Balance Sheet
As of 6/30/2026

Preliminary and Unaudited

	Balance End of Month
Assets	
Cash & cash equivalents	
Cash - Bank Orion	932,717.27
Cash - Illinois Funds	333,487.33
Cash - PTMA	5,319.95
PayPal Funds	294.35
Total Cash & cash equivalents	1,271,818.90
Investments	489,976.21
Accounts receivables	2,068.41
Other receivables	
PayPal Funds Receivable	91.50
Total Other receivables	91.50
Accrued investment income	7,728.19
Prepaid expenses	498,515.33
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	(951,290.19)
Total Capital Assets, net	573,427.81
Other assets	
Deferred Outflows - Pension	333,473.69
Deferred Outflows - OPEB	6,735.00
Total Other assets	340,208.69
Total Assets	3,183,835.04
Liabilities	
Accounts payable	13,369.03
Accrued liabilities	3,210.16
eCommerce receipts payable	17,341.05
Payroll	
Salaries Payable	26,449.47
PR Tax Withheld Payable	7,805.27
Pension Payable	18,808.42
Retirement Payable	1,880.68
PR Tax Expense Payable	2,931.31
Total Payroll	57,875.15
Deferred revenue	25,369.63
Compensated absences	37,502.81
Net pension liability	392,553.00
Post-employment benefits	52,790.00
Other long-term obligations	
Deferred Inflows - Pension	25,651.00
Deferred Inflows - OPEB	5,260.00
Subscription Based IT Arrangements Payable	572,212.69
Total Other long-term obligations	603,123.69
Total Liabilities	1,203,134.52
Net Assets	
Beginning net assets	2,002,587.17
Current YTD net income	(21,886.65)
Total Net Assets	1,980,700.52
Total Liabilities and Net Assets	3,183,835.04

PrairieCat

Statement of Revenues and Expenses - FY26 is 100.00% Completed

From 6/1/2026 Through 6/30/2026

	Current Month	YTD Actual	YTD Budget - Original	Percent of YTD Budget	Total Budget - Original	Percent of Annual Budget
REVENUES						
Fees for Services and Materials						
Union List Member Revenue	2,690.94	32,291.50	32,292.00	99.99%	32,292.00	99.99%
Fully Participating and Basic Online Member Revenue	117,674.62	1,412,095.44	1,412,098.67	99.99%	1,412,098.67	99.99%
ILL Barcode Revenue	100.00	2,900.00	3,000.00	96.66%	3,000.00	96.66%
Fully Participating & Basic Online - Reserve Contribution	3,244.73	38,937.56	38,937.10	100.00%	38,937.10	100.00%
Union List - Reserve Contribution	284.06	3,408.50	3,409.00	99.98%	3,409.00	99.98%
Total Fees for Services and Materials	123,994.35	1,489,633.00	1,489,736.77	99.99%	1,489,736.77	99.99%
Reimbursements						
Reimbursements	(221.95)	20,676.91	21,803.00	94.83%	21,803.00	94.83%
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	35,457.74	31,725.00	111.76%	31,725.00	111.76%
Total Reimbursements	2,628.05	59,286.65	57,278.00	103.51%	57,278.00	103.51%
Investment Income	2,919.73	35,005.41	35,000.00	100.01%	35,000.00	100.01%
Other						
Other Grants	0.00	0.00	2,000.00	0.00%	2,000.00	0.00%
Other Grants - LLSAP Support Grant	43,921.84	527,062.00	527,062.00	100.00%	527,062.00	100.00%
Other Revenue	324.66	2,277.58	1,000.00	227.75%	1,000.00	227.75%
Total Other	44,246.50	529,339.58	530,062.00	99.86%	530,062.00	99.86%
Total REVENUES	173,788.63	2,113,264.64	2,112,076.77	100.06%	2,112,076.77	100.06%
EXPENSES						
Personnel						
Other Professionals	66,477.07	785,404.03	781,955.70	100.44%	781,955.70	100.44%
Support Services	10,980.71	118,609.38	118,420.00	100.15%	118,420.00	100.15%
Compensated Absences	5,974.08	5,974.08	0.00	0.00%	0.00	0.00%
Social Security Taxes	5,505.14	64,985.63	68,763.99	94.50%	68,763.99	94.50%
Unemployment Insurance	0.00	0.00	3,500.00	0.00%	3,500.00	0.00%
Worker's Compensation	168.50	1,960.00	2,020.00	97.02%	2,020.00	97.02%
Retirement Benefits	8,644.13	101,125.29	101,483.06	99.64%	101,483.06	99.64%
Health, Dental And Life Insurance	15,239.71	164,159.99	154,141.00	106.49%	154,141.00	106.49%
Net Pension Expense	15,217.56	15,217.56	0.00	0.00%	0.00	0.00%
Other Post-Employment Benefits	2,903.00	2,903.00	0.00	0.00%	0.00	0.00%
Other Fringe Benefits	0.00	618.30	1,000.00	61.83%	1,000.00	61.83%
Tuition Reimbursements	0.00	0.00	500.00	0.00%	500.00	0.00%
Staff Professional Memberships	162.09	322.10	1,000.00	32.21%	1,000.00	32.21%
Total Personnel	131,271.99	1,261,279.36	1,232,783.75	102.31%	1,232,783.75	102.31%
Buildings and Grounds						

PrairieCat

Statement of Revenues and Expenses - FY26 is 100.00% Completed

From 6/1/2026 Through 6/30/2026

	Current Month	YTD Actual	YTD Budget - Original	Percent of YTD Budget	Total Budget - Original	Percent of Annual Budget
Property Insurance	284.42	3,356.34	3,200.00	104.88%	3,200.00	104.88%
Total Buildings and Grounds	284.42	3,356.34	3,200.00	104.89%	3,200.00	104.89%
Vehicle Expenses						
Fuel	45.33	548.58	1,000.00	54.85%	1,000.00	54.85%
Repairs And Maintenance	0.00	319.55	1,000.00	31.95%	1,000.00	31.95%
Vehicle Insurance	127.17	1,495.18	1,500.00	99.67%	1,500.00	99.67%
Vehicles Leasing And Rent	0.00	0.00	500.00	0.00%	500.00	0.00%
Other Vehicle Expenses	0.00	296.30	350.00	84.65%	350.00	84.65%
Total Vehicle Expenses	172.50	2,659.61	4,350.00	61.14%	4,350.00	61.14%
Travel and Continuing Education						
In-State Travel	4,535.58	15,700.17	8,000.00	196.25%	8,000.00	196.25%
Out-Of-State Travel	558.21	558.21	0.00	0.00%	0.00	0.00%
Registrations And Meeting, Other Fees	1,158.92	10,969.37	10,400.00	105.47%	10,400.00	105.47%
Conferences And Continuing Education Meetings	1,062.90	15,614.49	20,000.00	78.07%	20,000.00	78.07%
Total Travel and Continuing Education	7,315.61	42,842.24	38,400.00	111.57%	38,400.00	111.57%
Public Relations	0.00	1,444.76	2,000.00	72.23%	2,000.00	72.23%
Commercial Insurance	640.92	7,463.36	8,000.00	93.29%	8,000.00	93.29%
Supplies, Postage and Printing						
Computers, Software And Supplies	2,026.29	33,536.00	40,155.80	83.51%	40,155.80	83.51%
General Office Supplies And Equipment	0.00	677.05	1,500.00	45.13%	1,500.00	45.13%
Postage	0.00	26.50	0.00	0.00%	0.00	0.00%
Total Supplies, Postage and Printing	2,026.29	34,239.55	41,655.80	82.20%	41,655.80	82.20%
Telephone and Telecommunications	1,502.98	10,040.32	11,000.00	91.27%	11,000.00	91.27%
Equipment Repair and Maintenance						
Equipment Repair And Maintenance Agreements	81.66	929.76	1,500.00	61.98%	1,500.00	61.98%
Total Equipment Repair and Maintenance	81.66	929.76	1,500.00	61.98%	1,500.00	61.98%
Professional Services						
Legal	1,224.00	2,291.50	3,000.00	76.38%	3,000.00	76.38%
Accounting	0.00	5,300.00	7,000.00	75.71%	7,000.00	75.71%
Consulting	2,340.00	9,360.00	15,000.00	62.40%	15,000.00	62.40%
Payroll Service Fees	674.08	8,843.10	8,000.00	110.53%	8,000.00	110.53%
Total Professional Services	4,238.08	25,794.60	33,000.00	78.17%	33,000.00	78.17%
Contractual Services						
Information Service Costs	17,078.05	225,107.41	624,329.92	36.05%	624,329.92	36.05%
Outside Printing Services	0.00	0.00	2,000.00	0.00%	2,000.00	0.00%
Other Contractual Services	260.79	3,129.00	87,667.00	3.56%	87,667.00	3.56%
Amortization - Subscription Based IT Arrangements	37,524.54	450,294.00	0.00	0.00%	0.00	0.00%

PrairieCat

Statement of Revenues and Expenses - FY26 is 100.00% Completed

From 6/1/2026 Through 6/30/2026

	Current Month	YTD Actual	YTD Budget - Original	Percent of YTD Budget	Total Budget - Original	Percent of Annual Budget
Total Contractual Services	<u>54,863.38</u>	<u>678,530.41</u>	<u>713,996.92</u>	<u>95.03%</u>	<u>713,996.92</u>	<u>95.03%</u>
Professional Association Membership Dues	110.00	1,998.88	2,000.00	99.94%	2,000.00	99.94%
SBITA Interest	4,546.34	56,507.00	0.00	0.00%	0.00	0.00%
Miscellaneous	3,138.77	4,258.95	1,500.00	283.93%	1,500.00	283.93%
Miscellaneous - eCommerce Fees	687.55	3,806.15	5,500.00	69.20%	5,500.00	69.20%
Total EXPENSES	<u>210,880.49</u>	<u>2,135,151.29</u>	<u>2,098,886.47</u>	<u>101.73%</u>	<u>2,098,886.47</u>	<u>101.73%</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	<u>(37,091.86)</u>	<u>(21,886.65)</u>	<u>13,190.30</u>	<u>(165.92)%</u>	<u>13,190.30</u>	<u>(165.92)%</u>

PrairieCat
Check/Voucher Register
1000 - Cash - Bank Orion
From 6/17/2026 Through 7/22/2026

Preliminary and Unaudited

Vendor Name	Effective Date	Check Amount
Paycom Payroll LLC	6/17/2026	343.54
Paycom Payroll LLC	6/17/2026	22,855.17
Paycom Payroll LLC	6/17/2026	9,413.77
Guardian	6/18/2026	4,527.96
MissionSquare	6/18/2026	1,567.23
Klein, Thorpe and Jenkins, Ltd.	6/24/2026	1,020.00
WEX Bank	6/25/2026	2.00
Bank Orion	6/30/2026	105.00
Bank Orion	6/30/2026	51.75
NORTH CHICAGO PUBLIC LIBRARY	7/1/2026	4,853.89
Paycom Payroll LLC	7/2/2026	330.54
Paycom Payroll LLC	7/2/2026	21,567.40
Paycom Payroll LLC	7/2/2026	8,947.15
Travelers Insurance	7/2/2026	2,022.00
MissionSquare	7/3/2026	1,567.23
MerchantE	7/3/2026	341.46
LIMRICC	7/8/2026	20,455.94
RAILS	7/8/2026	2,942.34
First Bankcard	7/9/2026	1,733.50
Bank Orion	7/10/2026	20.00
Illinois Municipal Retirement Fund	7/13/2026	11,860.40
CAROLYN COULTER	7/16/2026	347.56
CAROLYN COULTER	7/16/2026	75.73
CHELSEY KNIPPEL	7/16/2026	491.25
CHELSEY KNIPPEL	7/16/2026	77.11
Cherry Hill Company	7/16/2026	2,340.00
EDWARD ZANELLI	7/16/2026	184.44
EDWARD ZANELLI	7/16/2026	42.60
ELIZABETH SMITH	7/16/2026	87.48
ELIZABETH SMITH	7/16/2026	66.58
JASON JENSEN	7/16/2026	357.02
JASON JENSEN	7/16/2026	55.22
John Slanicky	7/16/2026	90.91
John Slanicky	7/16/2026	28.88
MAGDA BONNY	7/16/2026	973.66
MATTHEW MATURO	7/16/2026	245.21
MATTHEW MATURO	7/16/2026	52.61
MELISSA LANDIS	7/16/2026	169.72
MELISSA LANDIS	7/16/2026	46.62
Menard Consulting, Inc.	7/16/2026	1,900.00
ROY AREY	7/16/2026	72.59
SANDRA TEDDER	7/16/2026	1,162.85
SANDRA TEDDER	7/16/2026	49.96
SHELBY O'HARA	7/16/2026	1,151.65
SHELBY O'HARA	7/16/2026	68.53
United States Treasury	7/16/2026	72.96
Paycom Payroll LLC	7/16/2026	330.54
Paycom Payroll LLC	7/16/2026	24,568.52
Paycom Payroll LLC	7/16/2026	10,793.78
MissionSquare	7/17/2026	1,582.50
Klein, Thorpe and Jenkins, Ltd.	7/22/2026	204.00
Andalusia Township Library	7/22/2026	0.60
Annawan-Alba Township Library	7/22/2026	0.70
Bertolet Memorial Library District	7/22/2026	0.20
Bourbonnais Public Library District	7/22/2026	141.30

PrairieCat
Check/Voucher Register
1000 - Cash - Bank Orion
From 6/17/2026 Through 7/22/2026

Preliminary and Unaudited

Vendor Name	Effective Date	Check Amount
Bradley Public Library District	7/22/2026	25.30
Byron Public Library District	7/22/2026	113.01
Charles B. Phillips Public Library District	7/22/2026	45.45
Cherry Valley Public Library District	7/22/2026	483.59
Clinton Township Public Library	7/22/2026	7.40
Coal City Public Library District	7/22/2026	169.75
Colona District Public Library	7/22/2026	6.70
Cordova District Library	7/22/2026	13.00
Cortland Community Library	7/22/2026	9.40
Creston-Dement Public Library	7/22/2026	29.99
DeKalb Public Library	7/22/2026	751.97
East Moline Public Library	7/22/2026	10.00
Earlville Public Library District	7/22/2026	39.10
East Dubuque District Library	7/22/2026	6.30
Elizabeth Township Public Library	7/22/2026	13.10
Ella Johnson Memorial Public Library District	7/22/2026	222.09
Erie Public Library District	7/22/2026	0.30
Flagg-Rochelle Public Library District	7/22/2026	353.13
Forreston Public Library	7/22/2026	1.60
Fossil Ridge Public Library District	7/22/2026	120.30
Franklin Grove Public Library	7/22/2026	55.15
Freeport Public Library	7/22/2026	1,306.57
Galena Public Library District	7/22/2026	73.65
Galena Unit SD #120	7/22/2026	0.20
Galena Unit SD #120	7/22/2026	0.50
Geneseo Public Library District	7/22/2026	250.90
Genoa Public Library District	7/22/2026	402.71
Grant Park Public Library	7/22/2026	25.35
Graves-Hume Public Library District	7/22/2026	45.50
Hanover Township Library	7/22/2026	0.20
Harvard Diggins Library	7/22/2026	111.75
Highland Community College Library	7/22/2026	10.60
Hinckley Public Library District	7/22/2026	127.40
Homer Township Public Library District	7/22/2026	447.19
Ida Public Library	7/22/2026	153.84
Johnsburg Public Library District	7/22/2026	302.40
Joliet Township HSD #204	7/22/2026	1.20
Joliet Township HSD #204	7/22/2026	0.30
Julia Hull District Library	7/22/2026	246.27
Kankakee Public Library	7/22/2026	144.10
LaSalle Public Library	7/22/2026	162.14
Lena Community District Library	7/22/2026	13.70
Limestone Township Library	7/22/2026	502.60
LOSTANT COMMUNITY LIBRARY	7/22/2026	17.28
Malta Township Public Library	7/22/2026	7.60
Manhattan-Elwood Public Library District	7/22/2026	389.40
Manhattan-Elwood Public Library District	7/22/2026	27.50
Manteno Public Library District	7/22/2026	265.05
Maple Park Public Library	7/22/2026	7.00
Marengo-Union Public Library District	7/22/2026	88.59
Marseilles Public Library	7/22/2026	158.45
Meridian CUSD #223	7/22/2026	0.90
Meridian CUSD #223	7/22/2026	3.10
Meridian CUSD #223	7/22/2026	0.70
Mills & Petrie Memorial Library	7/22/2026	20.39

PrairieCat
Check/Voucher Register
1000 - Cash - Bank Orion
From 6/17/2026 Through 7/22/2026

Preliminary and Unaudited

Vendor Name	Effective Date	Check Amount
Mineral Gold Public Library District	7/22/2026	0.30
Mokena Community Public Library District	7/22/2026	66.30
Moline Public Library	7/22/2026	374.62
Morris Area Public Library	7/22/2026	98.80
Mount Carroll Township Public Library	7/22/2026	10.70
Mount Morris Public Library	7/22/2026	65.00
New Lenox Public Library	7/22/2026	277.50
Nippersink Public Library District	7/22/2026	41.08
NORTH CHICAGO PUBLIC LIBRARY	7/22/2026	47.03
North Suburban Library District	7/22/2026	603.63
North Suburban Library District	7/22/2026	298.25
Odell Public Library	7/22/2026	866.35
Oglesby Public Library District	7/22/2026	5.80
Oregon Public Library District	7/22/2026	15.60
Pankhurst Memorial Library	7/22/2026	3.40
Pearl City Public Library District	7/22/2026	16.40
Pecatonica Public Library District	7/22/2026	172.90
Peotone Public Library District	7/22/2026	237.20
Peru Public Library	7/22/2026	369.64
Plano Community Library District	7/22/2026	79.80
Polo CUSD #222	7/22/2026	4.30
Polo CUSD #222	7/22/2026	1.00
Polo Public Library District	7/22/2026	1.30
Princeton Public Library	7/22/2026	179.50
Prophetstown-Lyndon-Tampico CUSD #3	7/22/2026	1.00
Putnam County CUSD # 535	7/22/2026	0.20
Putnam County CUSD # 535	7/22/2026	1.20
Putnam County CUSD # 535	7/22/2026	10.50
Putnam County Public Library District	7/22/2026	7.60
Putnam County Public Library District	7/22/2026	3.70
Raymond A. Sapp Memorial Township Library	7/22/2026	0.90
Reddick Public Library District	7/22/2026	684.79
Richard A. Mautino Memorial Library	7/22/2026	5.30
River Valley District Library	7/22/2026	62.39
Robert R. Jones Public Library District	7/22/2026	3.00
Robert W. Rowe Public Library District	7/22/2026	232.39
Rochelle Twp. HSD #212	7/22/2026	2.80
Rock Island Public Library	7/22/2026	208.31
Rock Island Public Library	7/22/2026	22.40
Rock Island Public Library	7/22/2026	11.30
Rockford University	7/22/2026	6.60
Rockridge CUSD #300	7/22/2026	0.60
Sandwich Public Library District	7/22/2026	4.30
Scales Mound CUSD #211	7/22/2026	0.50
Schmaling Memorial Public Library District	7/22/2026	3.80
Seneca Public Library District	7/22/2026	274.40
Sheffield Public Library	7/22/2026	9.79
Sherrard Public Library District	7/22/2026	36.89
Silvis Public Library	7/22/2026	0.20
Somonauk Public Library District	7/22/2026	545.25
South Beloit Public Library	7/22/2026	27.45
Stockton Township Public Library	7/22/2026	10.35
Streator Public Library	7/22/2026	350.80
Sycamore Public Library	7/22/2026	374.75
Talcott Free Library District	7/22/2026	108.30

PrairieCat
Check/Voucher Register
1000 - Cash - Bank Orion
From 6/17/2026 Through 7/22/2026

Preliminary and Unaudited

Vendor Name	Effective Date	Check Amount
Three Rivers Public Library	7/22/2026	76.00
Three Rivers Public Library	7/22/2026	86.80
Walnut Public Library District	7/22/2026	84.60
Warren CUSD #205	7/22/2026	0.90
Warren Township Public Library	7/22/2026	5.70
Western District Library	7/22/2026	24.29
Wilmington Public Library District	7/22/2026	298.00
Winnebago CUSD #323	7/22/2026	1.70
WINNEBAGO PUBLIC LIBRARY DISTRICT	7/22/2026	31.60
Woodstock Public Library	7/22/2026	126.45
York Township Public Library	7/22/2026	1.40
Yorkville Public Library	7/22/2026	1,820.99
Report Total		181,559.80

	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	May 2026	May 2025	June 2026	June 2025	FY26 Totals to date	FY25 Totals	FY Totals % of change
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	1,211,028	1,211,160	1,209,998	1,211,136	1,209,998	1,211,136	-0.09%
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	5,043,318	5,090,155	5,039,157	5,092,082	5,039,157	5,092,082	-1.04%
Patron records	357,423	347,042	361,564	352,809	365,387	357,587	368,730	364,435	371,592	364,435	372,135	366,030	374,404	367,855	376,858	366,248	380,551	369,831	380,840	366,774	376,154	362,012	360,878	353,654	360,878	353,654	2.04%
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	333,975	359,398	447,309	442,795	4,532,630	4,704,080	-3.64%
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	47,423	53,227	55,840	55,012	658,240	683,352	-3.67%
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	53,108	48,208	74,294	59,761	644,371	577,749	11.53%
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	4	9	3	3	63	69	-8.70%
Training participants	18	4	135	12	18	42	4	13	12	4	8	7	49	12	45	31	26	18	3	34	9	27	12	15	339	219	54.79%
Training contact hours	21	3	134	17	20	43	5	20	11	6	6	10	90	15	71	149	51	15	3	46	9	39	15	25	435	388	12.13%
TalentLMS Course Completions	170	223	354	349	250	372	206	251	207	140	118	163	123	285	125	203	212	245	185	259	243	252	275	272	2,468	3,014	-18.12%
Site visits	4	7	1	1	2	-	5	3	2	2	-	1	5	2	1	1	2	4	1	5	3	5	2	2	28	33	-15.15%
Member Meetings/Events	3	5	3	6	6	6	7	7	2	3	4	2	5	3	5	1	5	7	4	7	2	8	8	8	54	63	-14.29%
Meeting/Event participants	141	153	23	124	302	658	219	151	24	28	74	25	130	130	205	24	43	65	167	206	55	87	159	101	1,542	1,752	-11.99%
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	61	87	310	156	3,671	6,508	-43.60%
Troubleshooting																											
HelpDesk Calls Opened	441	295	275	352	317	270	336	275	387	246	371	199	272	218	336	213	331	286	301	299	265	333	219	230	3,851	3,216	19.75%
HelpDesk Calls Closed	440	302	298	344	286	273	341	256	353	237	364	227	325	208	326	220	281	295	301	279	308	311	237	273	3,860	3,225	19.69%
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	1,356	1,132	1,051	1,351	16,025	16,440	-2.52%
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	2,100	1,703	2,003	2,090	26,748	26,367	1.44%
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	309	455	718	545	7,082	7,292	-2.88%
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	789	439	697	3,878	9,669	12,731	-24.05%
Enhancements/corrections - PC staff	82	29	67	27	66	28	78	21	22	8	81	46	10	33	54	12	5	33	33	20	91	66	60	80	649	403	61.04%
Enhancements/corrections - MARC catalogers	76	120	35	48	59	157	374	122	161	-	322	95	164	182	479	85	55	143	80	131	133	31	100	158	2,038	1,272	60.22%
Original catalogings - PC staff	103	72	71	50	43	62	55	71	20	96	70	100	22	58	71	36	15	52	35	55	105	68	90	61	700	781	-10.37%
Original catalogings - MARC catalogers	27	24	30	30	47	29	22	26	15	4	20	9	25	40	26	42	22	9	36	28	23	38	25	53	318	332	-4.22%
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	42,962	36,256	57,483	30,693	585,359	501,042	16.83%
To see the full statistical spreadsheet, visit: https://support.prairiecat.info/gov																											

	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026	FY26 Totals to date	FY25 Totals	FY Totals % of change
General															
Bibliographic records	1,211,596	1,212,647	1,212,476	1,211,127	1,211,189	1,210,987	1,210,429	1,210,124	1,209,983	1,210,485	1,211,028	1,209,998	1,209,998	1,211,136	-0.09%
Item records	5,092,517	5,097,375	5,090,068	5,073,855	5,071,633	5,068,535	5,057,748	5,047,536	5,044,840	5,040,493	5,043,318	5,039,157	5,039,157	5,092,082	-1.04%
Patron records	357,423	361,564	365,387	368,730	371,992	372,135	374,404	376,858	380,551	380,840	376,154	360,878	360,878	353,654	2.04%
Total circulation	451,212	380,656	384,029	390,456	335,672	326,951	380,142	355,114	388,669	358,445	333,975	447,309	4,532,630	4,704,080	-3.64%
ILL transactions on LLSAP	59,159	56,498	58,546	59,265	48,252	47,807	60,649	54,566	57,629	52,606	47,423	55,840	658,240	683,352	-3.67%
Reciprocal borrowing	62,112	50,723	51,075	52,386	45,498	43,286	50,825	48,932	57,929	54,203	53,108	74,294	644,371	577,749	11.53%
Training, Outreach and Engagement															
Training events	5	17	3	2	5	2	6	8	6	2	4	3	63	69	-8.70%
Training participants	18	135	18	4	12	8	49	45	26	3	9	12	339	219	54.79%
Training contact hours	21	134	20	5	11	6	90	71	51	3	9	15	435	388	12.13%
TalentLMS Course Completions	170	354	250	206	207	118	123	125	212	185	243	275	2,468	3,014	-18.12%
Site visits	4	1	2	5	2	-	5	1	2	1	3	2	28	33	-15.15%
Member Meetings/Events	3	3	6	7	2	4	5	5	5	4	2	8	54	63	-14.29%
Meeting/Event participants	141	23	302	219	24	74	130	205	43	167	55	159	1,542	1,752	-11.99%
Meeting/Event contact hours	237	22	1,738	301	24	79	235	314	65	286	61	310	3,671	6,508	-43.60%
Troubleshooting															
HelpDesk Calls Opened	441	275	317	336	387	371	272	336	331	301	265	219	3,851	3,216	19.75%
HelpDesk Calls Closed	440	298	286	341	353	364	325	326	281	301	308	237	3,860	3,225	19.69%
Database Enrichment															
Bibload records loaded - PC staff	1,654	1,072	1,461	1,540	1,104	1,316	1,273	1,470	1,263	1,465	1,356	1,051	16,025	16,440	-2.52%
Bibload records loaded - MARC catalogers	2,499	2,306	2,753	2,079	1,977	2,092	2,174	2,016	2,188	2,561	2,100	2,003	26,748	26,367	1.44%
Cleanup/overlays/merges - PC staff	490	926	972	574	481	795	380	412	690	335	309	718	7,082	7,292	-2.88%
Cleanup/overlays/merges - MARC catalogers	890	941	721	883	722	728	854	749	809	886	789	697	9,669	12,731	-24.05%
Enhancements/corrections - PC staff	82	67	66	78	22	81	10	54	5	33	91	60	649	403	61.04%
Enhancements/corrections - MARC catalogers	76	35	59	374	161	322	164	479	55	80	133	100	2,038	1,272	60.22%
Original catalogings - PC staff	103	71	43	55	20	70	22	71	15	35	105	90	700	781	-10.37%
Original catalogings - MARC catalogers	27	30	47	22	15	20	25	26	22	36	23	25	318	332	-4.22%
Special projects (Call number conversion, ICode1 conversion, Reclamation, etc)	28,691	34,534	46,533	66,391	39,038	37,703	42,419	45,305	45,562	98,738	42,962	57,483	585,359	501,042	16.83%
To see the full statistical spreadsheet, visit: https://support.prairiecat.info/gov															



Date: 8/7/2026

To: PrairieCat Administrative Council

From: Elizabeth Smith, Member Services Administrator

Re: Delegates Assembly Attendance Review

Executive Summary:

The PrairieCat Administrative Council annually reviews Delegates Assembly attendance and administers non-attendance fines per the bylaws:

Non-Attendance Fines:

If a member library or Union List Delegate is not represented by their Delegate or Alternate at two scheduled Delegates Assembly meetings, a fine in the amount of \$150 will be assessed to that member library.

The maximum annual fine for non-attendance for each member library will be \$150.

Delegates Assembly Attendance, FY26 Review

At the April 30, 2025, Delegates Assembly meeting, the Delegates approved changing the bylaws to allow for multiple in person meeting locations for the Delegates Assembly meetings going forward. Three of the four meetings are scheduled at four to five different locations, and the April meeting is scheduled at one central location. The option to attend remotely via Zoom is available for personal illness or disability, employment purposes, family or other emergency, and unexpected childcare obligation. PrairieCat still needs to meet a quorum of 55 in-person attendees among these four locations.

Upon review of attendance for FY26, five member libraries were fined for not meeting the minimum attendance requirement of attending two meetings, whether in person or virtual.

In person attendance at the locations ranges from 12-24. Zoom attendance ranges from 12-25, with the January meeting having the highest online attendance. Compared with FY25 attendance, Zoom attendance is down overall in FY26 and in person attendance has increased.

DA Attendance FY26

Library	Delegates Assembly Attendance FY26				Notes
	7/30/2025	10/29/2025	1/28/2026	4/29/2026	
Andalusia Township Library	In Person	#N/A	In Person	In Person	
Annawan-Alba Township Library	In Person	In Person	Virtual	In Person	Union List Rep
Bertolet Memorial Library District	In Person	Virtual	In Person	In Person	
Bourbonnais Public Library District	In Person	In Person	In Person	In Person	
Bradley Public Library District	Virtual	In Person	Virtual		
Byron Public Library District	In Person	In Person	In Person		
Charles B. Phillips Public Library District	#N/A	In Person	In Person	In Person	
Cherry Valley Public Library District	Virtual	In Person	Virtual	Virtual	
Clinton Township Public Library	In Person	In Person	In Person		
Coal City Public Library District	In Person	In Person	In Person	Virtual	
Colona District Public Library	In Person	In Person	In Person	In Person	
Cordova District Library	In Person	In Person	In Person	In Person	
Cortland Community Library	In Person	In Person	Virtual		
Creston-Dement Public Library District	In Person	In Person	In Person	In Person	
DeKalb Public Library	In Person	In Person	In Person	In Person	
Earlville Public Library District	Virtual	Virtual	Virtual	In Person	
East Dubuque District Library	Virtual	Virtual	#N/A	Virtual	No in person
East Moline Public Library	In Person	In Person	In Person	In Person	
Elizabeth Township Public Library	In Person	In Person	In Person	In Person	
Ella Johnson Memorial Public Library District	#N/A	In Person	#N/A	In Person	
Erie Public Library District	In Person	In Person	In Person	In Person	
Flagg-Rochelle Public Library District	Virtual	Virtual	Virtual	Virtual	No in person
Forreston Public Library	In Person	Virtual	Virtual	In Person	Union List Rep
Fossil Ridge Public Library District	#N/A	#N/A	#N/A	In Person	Fined
Franklin Grove Public Library	Virtual	In Person	Virtual	Virtual	
Freeport Public Library	In Person	In Person	In Person	In Person	
Galena Public Library District	#N/A	In Person	In Person	In Person	
Geneseo Public Library District	In Person	In Person	#N/A		
Genoa Public Library District	Virtual	In Person	Virtual	In Person	
Grant Park Public Library	In Person	In Person	In Person	In Person	

DA Attendance FY26

Graves-Hume Public Library District	In Person	In Person	In Person		
Hanover Township Library	#N/A	In Person	#N/A		Fined
Harvard Diggins Library	In Person	In Person	In Person	In Person	
Henry C. Adams Memorial Library	#N/A	#N/A	#N/A		Fined
Highland Community College	In Person	In Person	In Person	In Person	
Hinckley Public Library District	In Person	In Person	Virtual		
Homer Township Public Library District	Virtual	In Person	In Person	In Person	
Ida Public Library	In Person	In Person	In Person	In Person	
Johnsburg Public Library District	#N/A	In Person	In Person	In Person	
Joliet Township High SD #204 (Joliet West High School)	#N/A	#N/A	In Person	Virtual	
Julia Hull District Library	#N/A	In Person	In Person	In Person	
Kankakee Public Library	Virtual	Virtual	Virtual	Virtual	No in person
LaSalle Public Library	In Person	In Person	In Person	In Person	
Lena Community District Library	In Person	#N/A	In Person		
Limestone Township Library District	In Person	#N/A	In Person	Virtual	
Lostant Community Library	Virtual	#N/A	Virtual	In Person	
Malta Township Public Library	In Person	Virtual	In Person	In Person	
Manhattan-Elwood Public Library District	In Person	In Person	In Person	In Person	
Manteno Public Library District	In Person	In Person	Virtual	Virtual	Waiver / Ill for Ap
Maple Park Public Library District	Virtual	In Person	Virtual	In Person	
Marengo-Union Public Library District	In Person	In Person	In Person	In Person	
Marseilles Public Library	In Person	In Person	In Person	In Person	
Meridian CUSD #223 (Stillman Valley High School)	#N/A	In Person	In Person		
Mills & Petrie Memorial Library and Gymnasium	In Person	In Person	Virtual	In Person	
Mineral-Gold Public Library District	In Person	In Person	#N/A		Union List Rep
Mokena Community Public Library District	In Person	In Person	In Person		
Moline Public Library	In Person	In Person	In Person	Virtual	
Morris Area Public Library District	In Person	#N/A	In Person	In Person	
Mount Carroll District Library	#N/A	In Person	#N/A		Temporary exemp
Mount Morris Public Library	In Person	In Person	#N/A	In Person	
New Lenox Public Library District	In Person	In Person	In Person	In Person	
Nippersink Public Library District	Virtual	In Person	Virtual	In Person	

DA Attendance FY26

North Chicago Public Library	In Person	In Person	#N/A	In Person	
North Suburban Public Library District	In Person	In Person	In Person	In Person	
Odell Public Library	In Person	In Person	In Person	In Person	
Oglesby Public Library District	In Person	In Person	In Person	Virtual	
Oregon Public Library District	Virtual	In Person	In Person	Virtual	
Pearl City Public Library District	#N/A	In Person	Virtual	In Person	
Pecatonica Public Library District	In Person	In Person	In Person	In Person	
Peotone Public Library District	In Person	In Person	#N/A		
Peru Public Library	In Person	In Person	Virtual	In Person	
Plano Community Library District	In Person	In Person	In Person	In Person	
Plano CUSD 88 (Plano High School)	#N/A	Virtual	#N/A	In Person	
Polo Public Library District	In Person	In Person	Virtual		
Princeton Public Library	In Person	In Person	In Person	In Person	
Princeton Township High SD 500	#N/A	In Person	In Person	Virtual	
Prophetstown-Lyndon-Tampico CUD 3 (6-12 Campus)	#N/A	Virtual	Virtual	In Person	
Putnam County Public Library District	In Person	In Person	In Person	In Person	
Putnam County SD 535 (Putnam County High School)	#N/A	#N/A	#N/A	In Person	Fined
Reddick Public Library District	In Person	In Person	In Person	In Person	
Richard A. Mautino Memorial Library	In Person	In Person	In Person	In Person	
River Valley District Library	In Person	In Person	In Person	In Person	
Robert R. Jones Public Library District	#N/A	In Person	In Person		
Robert W. Rowe Public Library District	In Person	In Person	In Person	In Person	
Rock Island Public Library	In Person	In Person	In Person	In Person	
Rockford University	In Person	In Person	In Person	In Person	
Rockridge Community Unit School District #300	In Person	#N/A	Virtual	In Person	Union List Rep
Sandwich Public Library District	In Person	In Person	In Person	In Person	
Schmaling Memorial Public Library District	Virtual	In Person	Virtual	Virtual	
Seneca Public Library District	In Person	In Person	#N/A	In Person	
Serena Community Unit School District #2 (Serena High School)	In Person	Virtual	Virtual	In Person	
Sherrard Public Library District	In Person	In Person	In Person	In Person	
Silvis Public Library	In Person	In Person	#N/A	In Person	
Somonauk Public Library District	Virtual	Virtual	#N/A	Virtual	In person exempt

DA Attendance FY26

South Beloit Public Library	In Person	In Person	In Person	In Person	
Streator Public Library	In Person	In Person	In Person	In Person	
Stockton Township Public Library	#N/A	#N/A	#N/A		Fined
Sycamore Public Library	In Person	In Person	#N/A	In Person	
Talcott Free Library District	In Person	In Person	In Person	In Person	
Three Rivers Public Library District	In Person	In Person	#N/A	In Person	
United Township High School District #30	#N/A	In Person	In Person		
Walnut Public Library District	#N/A	In Person	In Person	In Person	
Warren Township Public Library	Virtual	In Person	In Person	In Person	
Western District Library	In Person	#N/A	In Person	In Person	
Wilmington Public Library District	#N/A	#N/A	In Person	Virtual	
Winnebago Public Library District	Virtual	Virtual	Virtual	In Person	
Woodstock Public Library	In Person	In Person	#N/A	In Person	
Yorkville Public Library	In Person	In Person	Virtual	In Person	
In Person Attendance	70	83	63	73	
Virtual Attendance	17	12	25	16	
Total	87	95	88	89	
Total Voting Members: 108					
*member library representation, not total attendance with staff					



Date: 8/7/2026

To: PrairieCat Administrative Council

From: Carolyn Coulter, Director

Re: Changes to the Retiree health policy of the employee manual

Executive Summary:

When reviewing our current policy in light of RSA's upcoming changes, the accounting staff at RAILS noticed that our policy still retained legacy language from the period of our transition from RAILS. At that point, PrairieCat was not a member of IMRF and thus had included some language necessary at that time. Currently, however, we are members of IMRF and thus need to remove the following sentence from our policy to adhere properly to the pension law. Our lawyer at Klien, Thorpe, and Jenkins has determined that this change would be acceptable.

PrairieCat Health Insurance Benefits for Retirees

Health Care Continuation Policy for Retirees:

Retirees may purchase health insurance benefits through PrairieCat's insurance plan. All cost for the benefits are born by the retiring employee and may also include an administrative fee charged to PrairieCat by our healthcare provider. This policy is subject to availability of retiree coverage as allowed by the health insurance provider. At the time of retirement, participation in the plan is continuous; no retiree can exit the plan and join at a later date.

Definitions: Terms used in this policy have the following meanings: Retirees are employees who are enrolled in PrairieCat's group health care plan, ~~who have no less than two years of employment with PrairieCat, and who resign for any reason at the age of 59.5 or older.~~ Retirees do not include employees terminated without cause or terminated for cause. Years of service with RAILS immediately previous to PrairieCat's independence count toward this vesting period. Terms of this plan will fall under IMRF guidelines, which will vary depending on the retirees' tier level and be subject to other exceptions if the employee isn't vested in the pension at the time of retirement. Questions regarding these guidelines should be referred to HR at PrairieCat.

Premiums: Qualified beneficiaries who elect continuation coverage must pay the full cost of the premium. PrairieCat pays for group health care for similarly situated active employees and may include administrative expenses which are charged to PrairieCat and passed on to the retiree.

Termination: PrairieCat terminates continuation coverage when qualified beneficiaries fail to pay required premiums on time.

You Must Give Notice of Some Qualifying Events: For other qualifying events, such as divorce or legal separation of the employee and the employee's spouse, or a dependent child's losing eligibility for

coverage as a dependent child, you must notify the Plan administrator within 30 days after the qualifying event occurs. You must provide this notice to:

PrairieCat Director 220 W. 23rd Ave., Coal Valley, IL 61240

Keep Your Plan Informed of Address Changes: To protect your family's rights, you should keep the Plan administrator informed of any changes in the addresses of family members. You also should keep for your own records a copy of any notices you sent to the Plan administrator.

If You Have Questions: Questions concerning your Plan should be addressed to the contact identified above. For more information about your rights under the Employee Retirement Income Security Act (ERISA), including COBRA, the Health Insurance Portability and Accountability Act (HIPAA), and other laws affecting group health plans, contact the nearest regional or district office of the U.S. Department of Labor's Employee Benefits Security Administration (EBSA) in your area or visit the EBSA Web site at:

<http://www.dol.gov/ebsa/>.

Addresses and telephone numbers of regional and district EBSA offices are available on the agency's Web site.

This policy is only a brief summary of the provisions of PrairieCat's group health plan and does not fully explain all requirements. Employees should read the notice they received when they first enrolled in the group health plan or the Summary Plan Description for a full explanation. Copies of the notice and Summary Plan Description can be obtained from the PrairieCat Director.

Procedure: PrairieCat will not invoice retirees for group health insurance premiums; they are responsible for submitting payment on time. Upon non-receipt of payment for two consecutive months they will be considered terminated. During open enrollment for health benefits any changes to the plan will allow a retiree to select available options and make changes, however retirees cannot add coverage.



Date: 8/7/2026

To: PrairieCat Administrative Council

From: Carolyn Coulter, Director

Re: Director pay scale

Executive Summary:

Below please find the proposed pay scale for the Director's position at PrairieCat. Using the information derived from our previous survey in FY25, we added the annual suggested percentage of increase and calculated the median for this scale.

Pay Grade	FLSA	Position Title	Range Minimum	Range Midpoint	Range Maximum		
9	E	Director	\$115,000.00	\$132,500.00	\$150,000.00	FY25	
			\$117,760.00	\$135,680.00	\$153,600.00	FY26	2.40%
			\$120,350.72	\$138,664.96	\$156,979.20	FY27	2.20%