

PrairieCat Administrative Council

Agenda

October 2, 2026

The Council will meet on Friday, October 2, 2026, 10:30 am – 1:00 pm in person at the Byron Public Library, 100 S. Washington St., Byron, IL. The meeting will also be available online via Zoom.

[Register to attend](https://support.prairiecat.info/events/prairiecat-administrative-council-meeting-2026-10-02) (<https://support.prairiecat.info/events/prairiecat-administrative-council-meeting-2026-10-02>).

1. Call to order, welcome and introductions
2. Introduction of visitors and public comments
3. Review agenda for addition/changes
4. Consent agenda (pp. 2-28)
 - 4.1. Approve minutes for August 7, 2026, PrairieCat Administrative Council meeting
 - 4.2. Approve financial report for July and August 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
 - 5.2.1. FY26 Compliance Report (pp. 29-32)
 - 5.2.2. Annual report, 2026 (pp. 33-36)
6. Administrative issues
 - 6.1. ACTION: Discussion, review, and acceptance of FY26 audit (Lauterbach and Amen and Elena Mendoza, RAILS)
 - 6.2. ACTION: Approve LIMRICC IGA and Bylaws resolutions (pp. 37-49)
 - 6.3. ACTION: Approve LIMRICC benefit renewals (pp. 50-51)
 - 6.4. ACTION: Approve changes to the employee manual regarding the Illinois Menopause Equity and Care Act (pp. 52-57)
 - 6.5. ACTION: Approve purchase of new PrairieCat vehicle and trade-in of old vehicle (pp. 58-61)

- 6.6. Discussion, Committee changes to the Resource Sharing, Training, and Technical Services Committees (pp. 62-63)
- 6.7. Discussion, staff needs for FY28
- 6.8. Update, RFI process
- 6.9. Discussion, special election process for vacant Administrative Council position
- 6.10. Review of the Delegates' Assembly agenda (pp. 64-65)
- 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
- 9. Public comments
- 10. Adjournment
- 11. Next meeting - Friday, November 6, 2026, at the Reddick Public Library

**PrairieCat Administrative Council
Minutes
August 7, 2026**

The Council met 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 was also available online via Zoom.

[Meeting Documents](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

Present at Three Rivers Public Library District: Carolyn Coulter (PrairieCat), Chelsey Knippel (PrairieCat), Julie Wayland (PR), Kimberly Brozovich (RP), Lauren Offerman (TC), Stephanie Nissen (RU), Jason Shirley (BY), Emily Schaub (FP), Kelly McCully (BD), Emily Faulkner (DK)

Present via Zoom:

Absent: Elizabeth Smith (PrairieCat), Jenna Diedrich (GA), Barbara Posinger (SA), Dana Fanslow (KR),

Nissen (Vice Chair-RU) called the meeting to order at 10:32 am.

2. Introduction of visitors and public comments

There were no visitors or public comments.

3. Review agenda for addition/changes

There were no revisions.

4. Consent agenda

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

MOTION #1

Offerman (TC) 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: 7

Nays: 0

Abstentions: 0

5. Membership update

5.1. Update on new and upgrading members

Coulter (PrairieCat) stated that the PrairieCat staff are working through the procedures to remove Dakota CUSD and UnityPoint/Trinity Medical Library from the system. The Staff also had a call with Putnam County regarding the Magnolia location they plan to close to clarify plans. The Magnolia location will remain in Sierra to be used as a default pickup location for the 300 or so Magnolia patrons. This will signal to Putnam County staff that these are outreach requests for home delivery to those patrons. All items with a location code of UK are being moved primarily to the McNabb branch or other Putnam County branches. Putnam County School District has been adding the Elementary School into the system. The plan is for the location to go live on circulation this school year.

5.2. Update on current training and engagement projects

Coulter (PrairieCat) gave an update on training and engagement projects. She stated that PUG Day registration links are live. PrairieCat will be doing a Vega Discover Customizations cohort in the fall. This will be small group training via one hour Zoom sessions. The interest form was sent out. The monthly Vega update occurred in the early hours on August 4. The method for opting in to Reading History has changed. O'Hara (PrairieCat) has updated

much of the marketing materials and other documentation to reflect the new Account Portal changes. Account Linking has not been enabled yet. Following the steps in the Innovate documentation to enable it on the site level did not work, so we have a ticket in to Innovative on this. Coulter also stated that the RFI is live and has been sent to SirsiDynex, Civica, Bywater, Equinox, and TLC with a deadline of September 30, 2026.

5.3. Review Delegates Assembly meeting attendance

Knippel (PrairieCat) stated that the Administrative Council annually reviews Delegates Assembly attendance and administers non-attendance fines per the PrairieCat Bylaws. 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. Knippel shared the Delegates Assembly FY26 Report with the Council.

6. Administrative issues

6.1. ACTION: Changes to retiree healthcare policy in the employee manual

Coulter (PrairieCat) explained that 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.

MOTION #2

Schaub (FP) moved and Faulkner (DK) seconded to approve the changes to the Retiree Health Policy in the Employee Handbook as presented. There was no discussion on

the motion.

***Motion carried by vocal affirmation**

Ayes: 8

Nays: 0

Abstentions: 0

6.2. ACTION: Adopt pay scale for director's position

Coulter (PrairieCat) shared the proposed pay scale for the PrairieCat Director. 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.

MOTION #3

Wayland (PR) moved and Offerman (TC) seconded to approve the pay scale for the PrairieCat Director as presented. There was no discussion on the motion.

***Motion carried by vocal affirmation**

Ayes: 8

Nays: 0

Abstentions: 0

6.3. Gather emergency numbers for Administrative Council members

Knippel (PrairieCat) gathered emergency phone numbers for members of the Administrative Council. Coulter (PrairieCat) explained that she uses these numbers to contact the Council in case a meeting needs to be cancelled or rescheduled due to imminent weather or other emergency situations.

7. Ad Hoc Committee updates

7.1. Resource Sharing Committee – no report



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

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 10:51 am.

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										
Meeting Date: August 7, 2026	Vote Summary													
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 Posinger (SA)	Emily Schaub (FP)	Jason Shirley (BY)	Julie Wayland (PR)
to approve the consent agenda.	7	0	0	Y	A	A	NP	Y 2ND	Y	Y M	A	Y	Y	Y
to approve changes to the retiree healthcare policy in the employee handbook as presented.	8	0	0	Y	A	A	Y 2ND	Y 2ND	Y	Y	A	Y M	Y	Y
to approve the pay scale for the PrairieCat Director as presented.	8	0	0	Y	A	A	Y	Y	Y	Y 2ND	A	Y	Y	Y M



Date: 9/4/2026

To: PrairieCat Administrative Council

From: Elena Mendoza, RAILS Staff Accountant

Subject: PrairieCat Financial Report – July 2026

Please find attached the PrairieCat Financial Reports for the month of July 2026. The attached statements include the Cash Report, Balance Sheet, Statement of Revenues and Expenses, and Check Register for the period of July 23 through August 25.

As of July 31, of the total cash balance of \$1,445,117, \$670,176 was undesignated working cash, \$769,081 was designated for reserves, and \$5,860 was eCommerce receipts payable to the membership. The cash balance increased \$173,593 during July primarily due to the receipt of 88% of the first quarter member fees (\$326,735) and the receipt of the quarterly RAILS support grant payment (\$133,622). These receipts were partially offset by the annual OCLC membership fees for the entire consortium (\$151,195), three monthly payrolls and other payroll-related expenses (\$118,250), the monthly LIMRiCC health insurance premiums (\$20,456), fourth quarter eCommerce pay-outs to members (\$17,341), as well as several other smaller vendor expenses.

The balance of working cash was sufficient to fund 3.7 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 CD principal would be sufficient to fund an additional 2.7 months of budgeted operating expenses.

Total revenues through July were \$178,369, which was \$2,960 below budget, primarily because Union List member fees were billed as scheduled in August rather than July. These fees are budgeted evenly throughout the fiscal year.

Total year-to-date interest as of the end of July was \$2,982, which was \$315 above the year-to-date budgeted amount of \$2,667. The Federal Reserve held the target borrowing rate between 3.50% and 3.75% for the fifth consecutive time at their July meeting. Their projections for calendar year 2026 and 2027 interest rates have remained unchanged, at 3.8% and 3.6%, respectively. Their next meeting is scheduled for September 16. The average July interest rates for the IL Funds and iPrime money market accounts were 3.767% and 3.521%, respectively. The IL Funds increased slightly from the June average interest rate of 3.763%, while iPrime decreased slightly from 3.532%.

Total expenses through July of \$164,265 were \$11,051 below the year-to-date budgeted amount of \$175,316. This is primarily due to under budget Contractual Services expenses (\$3,779); Personnel costs (\$3,351); Vehicle expenses (\$3,113); and Travel and Continuing Education costs (\$2,259).

Contractual Services expenses were under budget primarily due to the accounting treatment required for the Innovative Interfaces Sierra, Vega Discover, hosting, and phone alerts system subscriptions under the Governmental Accounting Standards Board's Statement No. 96, Subscription-Based Information Technology Arrangements (SBITAs). Under this standard, PrairieCat records monthly amortization expense for the total amount of each subscription agreement, along with interest expense over the subscription term, based on the present value of the total subscription payments. Prior to the implementation of GASB Statement No. 96, expenses related to the Sierra, Vega Discover, hosting, and phone alerts system subscriptions were recorded under Information Service Costs and other Contractual Services.

Personnel expenses were below budget in nearly all personnel categories, primarily due to timing differences between budgeted and actual expenses. These below budget personnel costs were partially offset by health, dental and life insurance costs, primarily due to those same timing differences and staff benefit elections.

Vehicle expenses were also below budget overall through July. However, these expenses are expected to increase throughout the fiscal year following PrairieCat's purchase of a replacement van for staff use.

Travel and continuing education expenses were below budget through July but are expected to increase as conferences, in-person member meetings, and governance meetings occur throughout the fiscal year.

These below budget costs were partially offset by above budget interest expense related to the SBITAs discussed above.

**PRAIRIECAT
CASH REPORT
FOR THE PERIOD ENDING July 31, 2026**

Beginning Cash Balance	\$ 1,271,524.55
Cash Received	
Payments from Member Libraries, etc.	495,953.76
Interest - BankORION	266.48
Interest - Illinois Funds	1,067.19
Interest - PTMA	15.90
eCommerce Receipts Payable	5,970.97
Total Cash Received	<u>503,274.30</u>
Expenses Paid	
Checks and Vendor ACH Payments	209,263.22
Payroll and Retirement Contributions	118,250.45
ACH Credit Card Payments	1,733.50
Miscellaneous (Lockbox & Misc. Bank Fees, eCommerce Fees, etc.)	434.21
Total Disbursements	<u>329,681.38</u>
Ending Cash Balance	<u><u>\$ 1,445,117.47</u></u>

CASH DETAILS:

Member Library Deposit Accounts/Prepayments	\$ -
eCommerce Cash Receipts Payable	5,859.96
Reserve Designation	769,081.48
Working Cash	670,176.03
TOTAL CASH	<u><u>\$ 1,445,117.47</u></u>

PAYPAL FUNDS DETAILS:

July PayPal Receipts in Transit to Bank	\$258.54
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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 July 2026	\$ 17,836.68

TOTAL CURRENT CD INVESTMENT VALUE

\$ 499,336.68

Invested in Capital Assets Balance as of July 2026	\$0.00
Invested Subscription IT Arrangement Capital Assets Balance Net of Related Debt as of July 2026	\$469.61
Unrestricted Fund Balance as of July 2026	\$1,994,334.77

FY27 operating expenses excluding planned reserve designation:	\$ 2,154,021.36
Working Cash % of operating expenses:	31.11%

PrairieCat
Balance Sheet
As of 7/31/2026

	Balance End of Month
Assets	
Cash & cash equivalents	
Cash - Bank Orion	1,105,227.10
Cash - Illinois Funds	334,554.52
Cash - PTMA	5,335.85
PayPal Funds	258.54
Total Cash & cash equivalents	1,445,376.01
Investments	490,828.12
Accounts receivables	46,858.22
Accrued investment income	8,508.56
Prepaid expenses	592,434.50
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	(988,814.69)
Total Capital Assets, net	535,903.31
Other assets	
Deferred Outflows - Pension	333,473.69
Deferred Outflows - OPEB	6,735.00
Total Other assets	340,208.69
Total Assets	3,460,117.41
Liabilities	
Accrued liabilities	1,115.20
eCommerce receipts payable	5,859.96
Payroll	
Pension Payable	18,421.06
Total Payroll	18,421.06
Deferred revenue	390,726.30
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	535,433.70
Total Other long-term obligations	566,344.70
Total Liabilities	1,465,313.03
Net Assets	
Beginning net assets	1,980,700.52
Current YTD net income	14,103.86
Total Net Assets	1,994,804.38
Total Liabilities and Net Assets	3,460,117.41

PrairieCat
Statement of Revenues and Expenses - FY27 is 8.33% Completed
From 7/1/2026 Through 7/31/2026

	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	81.52	81.52	2,690.17	3.03%	32,282.00	0.25%
Fully Participating and Basic Online Member Revenue	124,307.50	124,307.50	124,307.21	100.00%	1,491,686.47	8.33%
ILL Barcode Revenue	300.00	300.00	250.00	120.00%	3,000.00	10.00%
Fully Participating & Basic Online - Reserve Contribution	1,683.83	1,683.83	1,683.83	100.00%	20,206.00	8.33%
Union List - Reserve Contribution	4.33	4.33	143.00	3.02%	1,716.00	0.25%
Total Fees for Services and Materials	126,377.18	126,377.18	129,074.21	97.91%	1,548,890.47	8.16%
Reimbursements						
Reimbursements	1,619.16	1,619.16	1,880.51	86.10%	22,566.11	7.17%
Reimbursements - Mobile App	2,850.00	2,850.00	2,916.67	97.71%	35,000.00	8.14%
Total Reimbursements	4,469.16	4,469.16	4,797.18	93.16%	57,566.11	7.76%
Investment Income	2,981.85	2,981.85	2,666.67	111.81%	32,000.00	9.31%
Other						
Other Grants	0.00	0.00	167.00	0.00%	2,000.00	0.00%
Other Grants - LLSAP Support Grant	44,540.56	44,540.56	44,540.56	100.00%	534,486.78	8.33%
Other Revenue	0.00	0.00	83.00	0.00%	1,000.00	0.00%
Total Other	44,540.56	44,540.56	44,790.56	99.44%	537,486.78	8.29%
Total REVENUES	178,368.75	178,368.75	181,328.62	98.37%	2,175,943.36	8.20%
EXPENSES						
Personnel						
Other Professionals	58,568.27	58,568.27	62,261.00	94.06%	809,387.91	7.23%
Support Services	9,439.90	9,439.90	9,473.00	99.65%	123,147.67	7.66%
Social Security Taxes	5,049.83	5,049.83	5,478.00	92.18%	71,219.76	7.09%
Unemployment Insurance	0.00	0.00	292.00	0.00%	3,500.00	0.00%
Worker's Compensation	168.50	168.50	175.00	96.28%	2,100.00	8.02%
Retirement Benefits	7,589.70	7,589.70	7,992.00	94.96%	103,897.05	7.30%
Health, Dental And Life Insurance	17,990.31	17,990.31	16,343.47	110.07%	196,121.64	9.17%
Other Fringe Benefits	0.00	0.00	83.00	0.00%	1,000.00	0.00%
Tuition Reimbursements	0.00	0.00	41.00	0.00%	500.00	0.00%
Staff Professional Memberships	22.09	22.09	41.00	53.87%	500.00	4.41%
Total Personnel	98,828.60	98,828.60	102,179.47	96.72%	1,311,374.03	7.54%
Buildings and Grounds						
Property Insurance	284.42	284.42	280.00	101.57%	3,360.00	8.46%
Total Buildings and Grounds	284.42	284.42	280.00	101.58%	3,360.00	8.46%
Vehicle Expenses						
Fuel	37.48	37.48	83.00	45.15%	1,000.00	3.74%
Repairs And Maintenance	0.00	0.00	83.00	0.00%	1,000.00	0.00%
Vehicle Insurance	127.17	127.17	125.00	101.73%	1,500.00	8.47%
Vehicles Leasing And Rent	0.00	0.00	41.00	0.00%	500.00	0.00%
Other Vehicle Expenses	0.00	0.00	2,945.83	0.00%	35,350.00	0.00%

PrairieCat
Statement of Revenues and Expenses - FY27 is 8.33% Completed
From 7/1/2026 Through 7/31/2026

	Current Month	YTD Actual	YTD Budget - Original	Percent of YTD Budget	Total Budget - Original	Percent of Annual Budget
Total Vehicle Expenses	164.65	164.65	3,277.83	5.02%	39,350.00	0.42%
Travel and Continuing Education						
In-State Travel	0.00	0.00	750.00	0.00%	9,000.00	0.00%
Out-Of-State Travel	0.00	0.00	500.00	0.00%	6,000.00	0.00%
Registrations And Meeting, Other Fees	116.67	116.67	833.33	14.00%	10,000.00	1.16%
Conferences And Continuing Education Meetings	0.00	0.00	292.00	0.00%	3,500.00	0.00%
Total Travel and Continuing Education	116.67	116.67	2,375.33	4.91%	28,500.00	0.41%
Public Relations	0.00	0.00	167.00	0.00%	2,000.00	0.00%
Commercial Insurance	640.92	640.92	700.00	91.56%	8,400.00	7.63%
Supplies, Postage and Printing						
Computers, Software And Supplies	1,711.11	1,711.11	1,916.67	89.27%	23,000.00	7.43%
General Office Supplies And Equipment	0.00	0.00	125.00	0.00%	1,500.00	0.00%
Total Supplies, Postage and Printing	1,711.11	1,711.11	2,041.67	83.81%	24,500.00	6.98%
Telephone and Telecommunications	287.03	287.03	916.67	31.31%	11,000.00	2.60%
Equipment Repair and Maintenance						
Equipment Repair And Maintenance Agreements	81.66	81.66	125.00	65.32%	1,500.00	5.44%
Total Equipment Repair and Maintenance	81.66	81.66	125.00	65.33%	1,500.00	5.44%
Professional Services						
Legal	0.00	0.00	250.00	0.00%	3,000.00	0.00%
Accounting	1,900.00	1,900.00	625.00	304.00%	7,500.00	25.33%
Consulting	0.00	0.00	1,250.00	0.00%	15,000.00	0.00%
Payroll Service Fees	991.62	991.62	708.33	139.99%	8,500.00	11.66%
Total Professional Services	2,891.62	2,891.62	2,833.33	102.06%	34,000.00	8.50%
Contractual Services						
Information Service Costs	18,811.88	18,811.88	52,988.26	35.50%	635,859.09	2.95%
Outside Printing Services	0.00	0.00	41.00	0.00%	500.00	0.00%
Other Contractual Services	(363.31)	(363.31)	6,723.19	(5.40)%	80,678.24	(0.45)%
Amortization - Subscription Based IT Arrangements	37,524.50	37,524.50	0.00	0.00%	0.00	0.00%
Total Contractual Services	55,973.07	55,973.07	59,752.45	93.67%	717,037.33	7.81%
Professional Association Membership Dues	115.42	115.42	167.00	69.11%	2,000.00	5.77%
SBITA Interest	2,975.67	2,975.67	0.00	0.00%	0.00	0.00%
Miscellaneous	194.05	194.05	125.00	155.24%	1,500.00	12.93%
Miscellaneous - eCommerce Fees	0.00	0.00	375.00	0.00%	4,500.00	0.00%
Total EXPENSES	164,264.89	164,264.89	175,315.75	93.70%	2,189,021.36	7.50%
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	14,103.86	14,103.86	6,012.87	234.56%	(13,078.00)	(107.84)%

PrairieCat
Check/Voucher Register
1000 - Cash - Bank Orion
From 7/23/2026 Through 8/25/2026

Vendor Name	Effective Date	Check Amount
WEX Bank	7/24/2026	37.48
IHLS-OCLC	7/29/2026	151,195.38
Paycom Payroll LLC	7/30/2026	330.54
Paycom Payroll LLC	7/30/2026	24,515.40
Paycom Payroll LLC	7/30/2026	10,270.13
Bank Orion	7/31/2026	72.75
MissionSquare	7/31/2026	1,586.32
MerchantE	8/5/2026	259.27
First Bankcard	8/7/2026	4,851.63
Bank Orion	8/10/2026	30.00
Illinois Municipal Retirement Fund	8/12/2026	18,421.06
Paycom Payroll LLC	8/13/2026	330.54
Paycom Payroll LLC	8/13/2026	22,386.75
Paycom Payroll LLC	8/13/2026	9,364.70
MissionSquare	8/14/2026	1,586.32
Lauterbach & Amen, LLP	8/19/2026	3,250.00
LIMRICC	8/19/2026	20,455.94
Report Total		268,944.21



To: PrairieCat Administrative Council

From: Elena Mendoza, RAILS Staff Accountant

Subject: PrairieCat Financial Report – August 2026

Please find attached the PrairieCat Financial Reports for the month of August 2026. The attached statements include the Cash Report, Balance Sheet, Statement of Revenues and Expenses, and Check Register for the period of August 26 through September 21.

As of August 31, of the total cash balance of \$1,395,626, \$613,371 was undesignated working cash, \$770,708 was designated for reserves, and \$11,547 was eCommerce receipts payable to the membership. The cash balance decreased \$49,492 during August primarily due to the monthly payroll and payroll-related expenses (\$85,771), the monthly LIMRiCC health insurance premiums (\$20,456), June and July credit card purchases (\$4,852), and the fiscal year 2026 financial audit progress billing (\$3,250). These vendor expenses were partially offset by the receipt of all but one remaining invoiced first quarter member fee (\$40,455) and the receipt of all but sixteen invoiced annual union list member fees (\$16,484).

The balance of working cash was sufficient to fund 3.4 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 CD principal would be sufficient to fund an additional 2.7 months of budgeted operating expenses.

Total revenues through August were \$362,120, which was \$538 below budget primarily due to reimbursement revenues (\$656), other revenues (\$500), and Interlibrary Loan (ILL) Barcode revenues (\$100). Reimbursement revenues are driven by member participation in the Innovative mobile app and express lane checkouts. Other revenues were below budget from continuing education grants and credit card cash-back rewards that have not yet been received. ILL Barcode revenues were also below budget due to lower than anticipated activity through August. These below budget revenues were partially offset by above budget investment income (\$718).

The total year-to-date interest income through August was \$6,051, which was \$718 above the year-to-date budgeted amount of \$5,333. During the Federal Reserve's September meeting, they approved a .25% increase in the target federal funds rate, bringing the target range to between 3.75% and 4.00%. Their September projections for calendar years 2026 and 2027 interest rates of 4.1% and 4.1%, respectively, increased from their June projection of 3.8% and 3.6%. Their next scheduled meeting is October 28. The average August interest rates for the IL Funds and iPrime money market accounts were

3.785% and 3.549%, respectively. These rates increased slightly from the July average interest rates of 3.767% and 3.521%.

Total expenses through August of \$332,356, were \$18,279 below the year-to-date budgeted amount of \$350,635. This is primarily due to under budget Contractual Services expenses (\$7,560); Vehicle expenses (\$6,205); Personnel costs (\$5,842); and Travel and Continuing Education costs (\$4,282).

Contractual Services expenses were under budget primarily due to the accounting treatment required for the Innovative Interfaces Sierra, Vega Discover, hosting, and phone alerts system subscriptions under the Governmental Accounting Standards Board's Statement No. 96, Subscription-Based Information Technology Arrangements (SBITAs). Under this standard, PrairieCat records monthly amortization expense for the total amount of each subscription agreement, along with interest expense over the subscription term, based on the present value of the total subscription payments. Prior to the implementation of GASB Statement No. 96, expenses related to the Sierra, Vega Discover, hosting, and phone alerts system subscriptions were recorded under Information Service Costs and other Contractual Services.

Vehicle expenses remained below budget overall through August. However, these expenses are expected to increase throughout the fiscal year as PrairieCat staff travel to in-person meetings and member site visits, and a replacement van is purchased for staff use.

Personnel expenses were below budget in nearly all personnel categories, primarily due to timing differences between budgeted and actual expenses. These below budget personnel costs were partially offset by health, dental and life insurance costs which were above budget primarily due to timing differences and staff benefit elections.

Travel and continuing education expenses were below budget through August but are expected to increase as conferences, in-person member meetings, and governance meetings occur throughout the fiscal year.

These below budget expenses were partially offset by above budget interest expense (\$5,951) related to the SBITAs described above.

**PRAIRIECAT
CASH REPORT
FOR THE PERIOD ENDING August 31, 2026**

Beginning Cash Balance	\$ 1,445,117.47
Cash Received	
Payments from Member Libraries, etc.	58,275.40
Interest - BankORION	314.30
Interest - Illinois Funds	1,075.40
Interest - PTMA	16.12
eCommerce Receipts Payable	5,945.77
Total Cash Received	<u>65,626.99</u>
Expenses Paid	
Checks and Vendor ACH Payments	24,148.27
Payroll and Retirement Contributions	85,770.72
ACH Credit Card Payments	4,851.63
Miscellaneous (Lockbox & Misc. Bank Fees, eCommerce Fees, etc.)	348.27
Total Disbursements	<u>115,118.89</u>
Ending Cash Balance	<u><u>\$ 1,395,625.57</u></u>

CASH DETAILS:

Member Library Deposit Accounts/Prepayments	\$ -
eCommerce Cash Receipts Payable	11,547.19
Reserve Designation	770,707.28
Working Cash	613,371.10

TOTAL CASH	<u><u>\$ 1,395,625.57</u></u>
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PAYPAL FUNDS DETAILS:

August PayPal Receipts in Transit to Bank	\$444.05
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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 August 2026	\$ 19,500.26

TOTAL CURRENT CD INVESTMENT VALUE	<u><u>\$ 501,000.26</u></u>
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Fund Balance as of August 2026	\$2,010,464.10
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FY27 operating expenses excluding planned reserve designation:	\$ 2,154,021.36
Working Cash % of operating expenses:	28.48%

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	<u>3,183,835.04</u>
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	<u>1,203,134.52</u>
Net Assets	
Beginning net assets	2,002,587.17
Current YTD net income	(21,886.65)
Total Net Assets	<u>1,980,700.52</u>
Total Liabilities and Net Assets	<u><u>3,183,835.04</u></u>

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 2026	Aug 2025	Aug 2026	Sept 2025	Sept 2026	Oct 2026	Nov 2026	Dec 2026	Jan 2027	Feb 2027	Mar 2027	Apr 2027	May 2027	June 2027
General															
Bibliographic records	1,211,596	1,211,169	1,212,647	1,209,962	1,212,476	-	-	-	-	-	-	-	-	-	-
Item records	5,092,517	5,041,510	5,097,375	5,028,348	5,090,068	-	-	-	-	-	-	-	-	-	-
Patron records	357,423	363,794	361,564	370,218	365,387	-	-	-	-	-	-	-	-	-	-
Total circulation	451,212	427,025	380,656	388,180	384,029	-	-	-	-	-	-	-	-	-	-
ILL transactions on LLSAP	59,159	55,231	56,498	54,683	58,546	-	-	-	-	-	-	-	-	-	-
Reciprocal borrowing	62,112	65,862	50,723	53,866	51,075	-	-	-	-	-	-	-	-	-	-
Training, Outreach and Engagement															
Training events	5	6	17	7	3	-	-	-	-	-	-	-	-	-	-
Training participants	18	12	135	17	18	-	-	-	-	-	-	-	-	-	-
Training contact hours	21	9	134	16	20	-	-	-	-	-	-	-	-	-	-
TalentLMS Course Completions	170	244	354	197	250	-	-	-	-	-	-	-	-	-	-
Site visits	4	4	1	1	2	-	-	-	-	-	-	-	-	-	-
Member Meetings/Events	3	3	3	5	6	-	-	-	-	-	-	-	-	-	-
Meeting/Event participants	141	116	23	84	302	-	-	-	-	-	-	-	-	-	-
Meeting/Event contact hours	237	222	22	117	1,738	-	-	-	-	-	-	-	-	-	-
Troubleshooting															
HelpDesk Calls Opened	441	348	275	295	317	-	-	-	-	-	-	-	-	-	-
HelpDesk Calls Closed	440	320	298	254	286	-	-	-	-	-	-	-	-	-	-
Database Enrichment															
Bibload records loaded - PC staff	1,654	1,567	1,072	1,033	1,461	-	-	-	-	-	-	-	-	-	-
Bibload records loaded - MARC catalogers	2,499	2,820	2,306	2,223	2,753	-	-	-	-	-	-	-	-	-	-
Cleanup/overlays/merges - PC staff	490	462	926	726	972	-	-	-	-	-	-	-	-	-	-
Cleanup/overlays/merges - MARC catalogers	890	1,104	941	365	721	-	-	-	-	-	-	-	-	-	-
Enhancements/corrections - PC staff	82	81	67	116	66	-	-	-	-	-	-	-	-	-	-
Enhancements/corrections - MARC catalogers	76	148	35	39	59	-	-	-	-	-	-	-	-	-	-
Original catalogings - PC staff	103	75	71	32	43	-	-	-	-	-	-	-	-	-	-
Original catalogings - MARC catalogers	27	46	30	26	47	-	-	-	-	-	-	-	-	-	-
Special projects (Call number conversion, ICode1 conversion, Reclamation, etc)	28,691	34,200	34,534	33,484	46,533	-	-	-	-	-	-	-	-	-	-
To see the full statistical spreadsheet, visit: https://support.prairiescat.info/gov															



PrairieCat Monthly Statistics August 2026



388,180
Circulation



136
Libraries

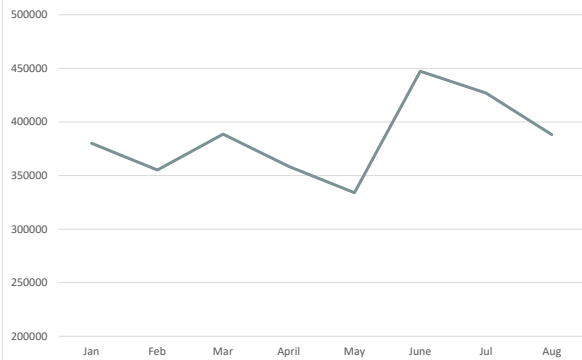


53,866
Reciprocal
Borrowing



54,685
ILL / Hold
Transactions

Total Sierra Circulation



ILL Holds and Reciprocal Borrowing



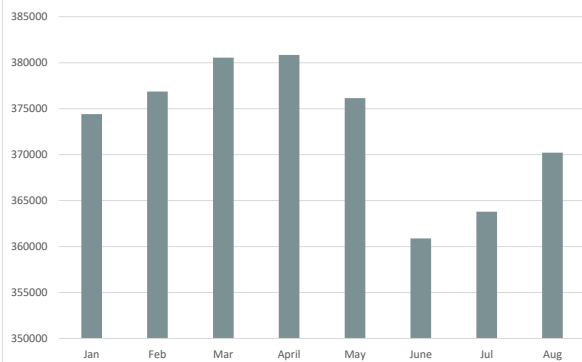
370,218
Patron Records

1,209,962
Bibliographic Records

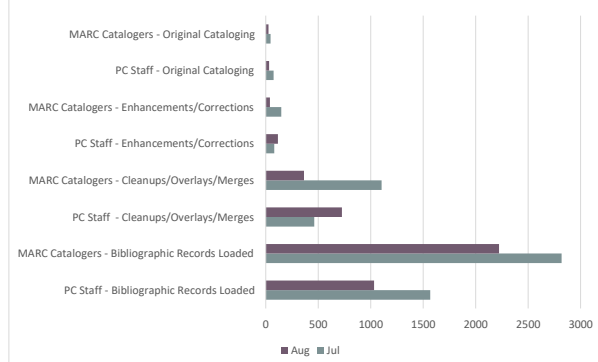
5,028,348
Item Records

33,484
Special Database Tasks

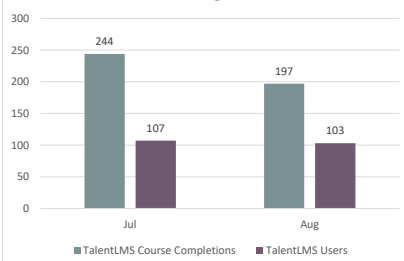
Patron Records



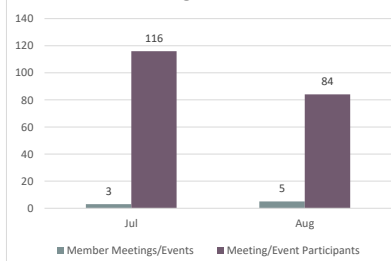
Database Enrichment



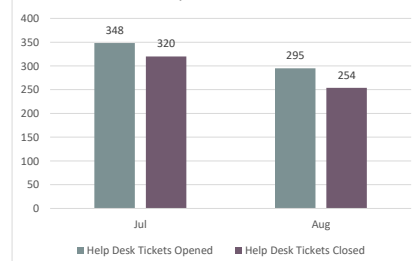
Online Training: TalentLMS



Meetings and Events



Help Desk Tickets



17
Training Participants

7
Training Events - Live

84
Meetings/Events
Participants

5
Meetings/Events



Date: 10/2/2026

To: PrairieCat Administrative Council

From: Elizabeth Smith, Member Services Administrator

Re: Membership Compliance Review, FY26

Executive Summary:

The PrairieCat Administrative Council biannually reviews member compliance. PrairieCat Bylaws state that “Each Member Library shall comply with such other reasonable rules and regulations as may be established by PRAIRIECAT for the administration of the ILS as well as all policies of PRAIRIECAT that have been established by the Delegates Assembly and/or Administrative Council.”

PrairieCat requires that member libraries maintain compliance with our policies around item entry certification, item entry, OCLC membership, and resource sharing. At least one member of library staff needs to be certified to perform item entry. In addition, it is required that libraries add their new items to the PrairieCat database on a current basis, to share items within the consortium, and to maintain OCLC membership. The Administrative Council values member participation in PrairieCat and wants to ensure members are using services at the appropriate level for their library.

Member Compliance Review, Aug 2026

Upon review of FY26 statistics (July 1, 2025 – June 30, 2026), there are no member libraries out of compliance. Two Union List libraries, Lanark Public Library and Pecatonica CUSD 321 (High School) have newer staff who have received a temporary login through the item entry certification process. I will send reminders to them about the training requirements. Warren CUSD 205 (Jr/Sr High School), has only added 1 item in FY26, and they expressed interest in upgrading last school year. I recommend outreach to them to see what their plans are for the school year.

NOTES

											NOTES
Sierra	Description	Delivery Cod	Level	OCLC Symbol	Items Added FY26	Items Loaned FY26	Items Borrowed FY26	Net Lend/Borr FY26	Staff Member Item Entry Certified	Recommend Compliance Letter	
JC	Joliet Township High SD #204 (Joliet Central High School)	JCHB-01	FP	TI5	297	440	503	-63	yes		
JW	Joliet Township High SD #204 (Joliet West High School)	JWHB-01	FPB	TI6	372	769	1,076	-307	yes		
JH	Julia Hull District Library	JHLY-14	FP	LB9	1,697	5,093	4,201	892	yes		
KK	Kankakee Public Library	KKBB-02	FP	OO3	4,231	10,990	6,074	4,916	yes		
KI	Kirkland Public Library	KILY-12	UL	JZ8	56	57	221	-164	yes		
LN	Lanark Public Library	LNLY-14	UL	JZ9	2	366	0	366	yes	send friendly remind	new librarian Oct 2025, sent welcome packet - temp login
LS	LaSalle Public Library	LSBB-03	FP	OO9	2,293	7,023	3,063	3,960	yes		
LE	Lena Community Public Library	LELY-13	FP	LD3	127	758	1,880	-1,122	yes		
LI	Limestone Township Library	LIBB-02	FP	I9H	1,074	3,500	3,403	97	yes		
LO	Lostant Community Library	LCBB-03	BO	OQ4	46	1,033	533	500	yes		
ML	Malta Township Public Library	MLLY-12	FP	LD6	283	1,282	1,849	-567	yes		
MT	Manhattan-Elwood Public Library	MTBB-02	FP	OQ8	3,863	12,568	9,179	3,389	yes		
EW	Manhattan-Elwood Public Library (Elwood)	ELBB-2	FPB	OQ8	203	975	903	72	yes		
MN	Manteno Public Library	MNBB-02	FP	OR6	2,445	10,142	6,054	4,088	yes		
MP	Maple Park Public Library	MPLY-12	FP	LD7	3	978	1,603	-625	yes		
MU	Marengo-Union Library District	MRLY-11	FP	LD8	2,529	10,438	5,371	5,067	yes		
MB	Marseilles Public Library	MABB-03	BO	OR9	1,432	3,181	1,153	2,028	yes		
MZ	Mazon-Verona-Kinsman Elementary SD 2C (Mazon-Verona-Kin	MVEB-04	ULB	OT5	65	105	0	105	yes		
MY	Mazon-Verona-Kinsman Elementary SD 2C (Mazon-Verona-Kir	MVMB-04	UL	OT5	110	116	0	116	yes		
ME	Meridian CUSD #223 (Highland Elementary School)	SP4Y-14	FPB	XH5	153	293	2	291	yes		
MJ	Meridian CUSD #223 (Meridian Junior High School)	SPLY-14	FPB	XH5	258	295	365	-70	yes		
MD	Meridian CUSD #223 (Monroe Center Elementary School)	SP3Y-14	FPB	XH5	379	106	142	-36	yes		
MS	Meridian CUSD #223 (Stillman Valley High School)	SP2Y-14	FP	XH5	207	315	369	-54	yes		
MI	Mills & Petrie Memorial Library and Gymnasium	MPMY-12	BO	JX4	870	1,915	1,184	731	yes		upgraded to BO May 2025
MG	Mineral-Gold Public Library	MGPG-02	UL	ZFX	55	227	91	136	yes		
MK	Mokena Community Public Library	MKBB-01	FP	OU9	6,594	15,631	10,838	4,793	yes		
MX	Moline Public Library	MPLG-01	FP	IDO	16,551	30,044	21,978	8,066	yes		
MV	Moline SD 40 (High School)	MHSG-01	UL	ZFZ	228	239	422	-183	yes		
HI	Moore Memorial District Library	MMLG-01	UL	ZLW	170	340	35	305	yes		arrangement with Cordova for cataloging
MR	Morris Area Public Library	MRBB-03	FP	OV4	1,338	3,714	5,193	-1,479	yes		
MM	Mount Morris Public Library	MMLY-14	BO	LE3	744	2,646	1,228	1,418	yes		
MO	Mount Carroll District Library	MCLY-14	BO	LE2	209	1,507	1,970	-463	yes		
NL	New Lenox Public Library	NLBB-01	FP	OV7	8,360	20,435	20,751	-316	yes		
KR	Nippersink Public Library District	NPLY-11	FP	LE8	1,777	7,354	7,049	305	yes		
NC	North Chicago Public Library	NCK	FP	GO5	1,924	5,742	860	4,882	yes		
ND	North Chicago Public Library Bookmobile	NCKBM	FPB	GO5	0	0	0	0	yes		
LP	North Suburban Library District (Loves Park)	NSLY-11	FP	I#X	16,392	18,805	22,356	-3,551	yes		
LR	North Suburban Library District (Roscoe)	NSRY-11	FPB	I#X	10,436	8,631	15,650	-7,019	yes		
OD	Odell Public Library	MORG-01	FP	ZLZ	1,049	2,320	4,037	-1,717	yes		
OG	Oglesby Public Library	OGBB-03	FP	OW4	862	2,606	2,398	208	yes		
OR	Oregon Public Library	ORLY-14	FP	LE4	1,552	3,025	5,544	-2,519	yes		
PK	Pankhurst Memorial Library	PMLY-12	UL	JX2	261	854	734	120	yes		
PL	Pearl City CUSD 200	PLLY-13	UL	LM8	77	185	66	119	yes		
PP	Pearl City Public Library	PCLY-13	FP	LE5	382	1,419	973	446	yes		
PS	Pecatonica CUSD 321 (High School)	PALY-13	UL	LM9	0	63	227	-164	yes	send friendly remind	Compliance letter sent Fall 2025 - temp login March 2026
PT	Pecatonica Public Library	PTLY-13	FP	LE6	524	1,252	2,109	-857	yes		
PE	Peotone Public Library	PEBB-02	FP	OX9	2,308	7,724	5,847	1,877	yes		
PU	Peru Public Library	PUGG-02	FP	OY2	2,444	4,881	9,413	-4,532	yes		
PD	Plano Community Library District	PDBB-04	FP	OY5	2,971	12,829	9,364	3,465	yes		
PY	Plano CUSD 88 (Centennial Elementary School)	PCEB-03	FPB	P7Z	494	101	12	89	yes		
PW	Plano CUSD 88 (Emily G. Johns Intermediate School)	PEJB-03	FPB	ILEGJ	730	54	3	51	yes		
PX	Plano CUSD 88 (Plano High School)	PHSB-03	FP	OY6	591	246	24	222	yes		
PZ	Plano CUSD 88 (Plano Middle School)	PMSB-03	FPB	P7Y	919	160	41	119	yes		
PV	Plano CUSD 88 (P.H. Miller School)	PHMB-03	FPB	P7V	375	39	0	39	yes		
PC	Polo CUSD 222 (Aplington Middle School)	PO3Y-14	ULB	LH3	38	159	628	-469	yes		
PA	Polo CUSD 222 (Centennial Elem. School)	PO2Y-14	ULB	LH3	13	146	5	141	yes		
PB	Polo CUSD 222 (Polo Community High School)	PSLY-14	UL	LH3	8	61	6	55	yes		
PO	Polo Public Library	POLY-14	BO	LE7	727	2,198	2,066	132	yes		
PR	Princeton Public Library	PRGG-02	FP	OT4	1,231	3,378	3,286	92	yes		
PF	Princeton Township SD 500 (High School)	PTWG-02	BO	OY8	150	223	275	-52	yes		

											NOTES
Sierra	Description	Delivery Cod	Level	OCLC Symbol	Items Added FY26	Items Loaned FY26	Items Borrowed FY26	Net Lend/Borr FY26	Staff Member Item Entry Certified	Recommend Compliance Letter	
TZ	Prophetstown-Lyndon-Tampico CUD 3 (Prophetstown Element	PESG-01	BOB	ZMW	77	93	80	13	yes		
TX	Prophetstown-Lyndon-Tampico CUD 3 (Tampico Elementary Sc	TAEG-01	BOB	ZMW	233	167	230	-63	yes		
TW	Prophetstown-Lyndon-Tampico CUD 3 (6-12 Campus)	PHSG-01	BO	ZMW	447	295	513	-218	yes		
UF	Putnam County Public Library District (Putnam (Condit) Branch	PTGG-02	FPB	OZ2	592	411	258	153	yes		
UD	Putnam County Public Library District (Granville Branch)	GRGG-02	FPB	OZ2	843	1,139	7,512	-6,373	yes		
UE	Putnam County Public Library (Headquarters)	PCGG-02	FP	OZ2	509	2,714	1,129	1,585	yes		
UK	Putnam County Public Library District (Magnolia Outreach Brar	MGGG-02	FPB	OZ2	264	281	262	19	yes		
UL	Putnam County Public Library District (McNabb Branch)	MCGG-02	FPB	OZ2	96	451	343	108	yes		
UG	Putnam County Public Library District (Standard Branch)	SDGG-02	FPB	OZ2	20	380	237	143	yes		
UC	Putnam County SD 535 (Putnam County High School)	PCHG-02	FP	OZ8	330	203	118	85	yes		
UB	Putnam County SD 535 (Putnam County Junior High School)	PCJG-02	FPB	OZ8	215	124	42	82	yes		
UA	Putnam County SD 535 Putnam (County Primary School)	PCPG-02	FPB	OZ8	344	246	83	163	yes		went live Jan 2024
UP	Putnam County SD 535 Putnam (Elementary School)	PCEG-02	FPB	OZ8	3,900	NA	NA	NA	yes		went live Aug 2026
RA	Raymond A Sapp Memorial Township Library	RAYG-02	UL	QW9	95	816	415	401	yes		
RL	Reddick Public Library District	RLBB-03	FP	QX9	1,857	4,289	9,342	-5,053	yes		
MA	Richard A Mautino ML	RAMG-02	BO	OJ7	657	2,487	1,468	1,019	yes		
RB	River Bend CUSD 2 (Fulton Elem. School)	FESG-01	ULB	R@T	312	390	0	390	yes		
RH	River Bend CUSD 2 (Fulton High School)	FHSG-01	UL	ZNV	245	106	96	10	yes		
RM	River Bend CUSD 2 (Fulton Middle School)	FMSG-01	ULB	R@T	447	163	0	163	yes		
RV	River Ridge CUSD 210	RRHY-13	UL	JS6	70	260	58	202	yes		
RD	River Valley District Library	RVLG-01	FP	ZNW	1,462	5,653	5,341	312	yes		
CV	Robert R. Jones Public Library District	CVPG-01	FP	ZOV	1,155	4,594	5,445	-851	yes		
RO	Robert W. Rowe Public Library	ROBB-03	FP	QY8	885	2,533	2,200	333	yes		
RW	Rochelle SD 212 (Rochelle Township High School)	RSLY-12	UL	LH5	26	111	105	6	yes		
RT	Rock Island Public Library (Library 2 Go)	RITG-01	FPB	ZPX	245	205	227	-22	yes		
RP	Rock Island Public Library (Main)	RIPG-01	FP	ZPX	7,924	15,691	13,154	2,537	yes		
RK	Rock Island Public Library (Southwest Library)	RISG-01	FPB	ZPX	1,870	3,185	4,491	-1,306	yes		
RZ	Rock Island Public Library (Watts-Midtown Library)	RIZG-01	FPB	ZPX	1,650	2,177	6,614	-4,437	yes		
RI	Rock Island SD 41 (High School)	RHSG-01	UL	ZPZ	29	42	221	-179	yes		
RU	Rockford University	RKC-ILDS	FP	IBR	30	2,432	114	2,318	yes		limited physical items purchased and added due to staffing
RY	Rockridge SD 300 (High School)	ROCG-01	UL	ZQW	95	134	19	115	yes		
SA	Sandwich District Library	SABB-04	FP	TD3	2,119	5,940	6,137	-197	yes		
SM	Scales Mound CUSD 211	SMLY-13	UL	JS7	142	23	142	-119	yes		
SC	Schmaling Memorial Library	FULG-01	BO	ZQY	1,873	3,661	2,514	1,147	yes		
SE	Seneca Public Library	SEBB-03	FP	TD7	1,454	2,994	1,055	1,939	yes		
SH	Sheffield Public Library	SHFG-02	UL	ZRV	289	302	416	-114	yes		
SD	Sherrard Public Library District	SHDG-02	FP	JZQ	2,107	3,722	1,899	1,823	yes		
SL	Silvis Public Library	SVPG-01	FP	ZRW	2,255	2,610	7,007	-4,397	yes		
SN	Somonauk Public Library	SNBB-04	FP	TF5	2,887	6,222	6,712	-490	yes		
SB	South Beloit Public Library	SBLY-11	FP	LB7	849	2,346	4,615	-2,269	yes		
SK	Stockton Township Public Library	SKLY-13	BO	LF2	444	1,566	1,860	-294	yes		
SR	Streator Public Library	SRBB-03	FP	TF8	2,127	4,315	4,896	-581	yes		
SY	Sycamore Public Library	SYLY-12	FP	LF3	6,947	13,904	20,792	-6,888	yes		
TF	Talcott Free Public Library	TFLY-11	FP	LB4	2,168	8,472	7,611	861	yes		
TC	Three Rivers Public Library (Channahon)	TRBB-02	FP	TG3	3,901	11,324	11,353	-29	yes		
TM	Three Rivers Public Library (Minooka)	TMBB-02	FPB	TG4	1,548	4,695	8,972	-4,277	yes		
UT	United Township High School SD 30	UTSG-01	FP	ZSZ	1,075	662	583	79	yes		
WA	Walnut Public Library	WALG-02	BO	ZVY	1,379	2,097	1,304	793	yes		
WC	Warren CUSD 205 (Jr/Sr High School)	WALY-13	UL	LN5	1	181	73	108	yes	recommend outreac	interested in upgrading, they understand they need to do an inventory of their collection
WR	Warren Township Public Library	WRLY-13	BO	LF5	485	1,150	1,576	-426	yes		
WD	Western District Public Library	WDLG-02	FP	ZWW	819	1,932	2,456	-524	yes		
WL	Wilmington Public Library District	WLBB-02	FP	TH8	3,067	9,409	5,274	4,135	yes		
WN	Winnebago CUSD 323 (High School)	WQLY-13	UL	LN6	162	98	258	-160	yes		
WP	Winnebago Public Library District	WPLY-13	FP	FF7	2,782	8,462	2,761	5,701	yes		went live Jan 2024
WO	Woodstock Public Library	WOLY-11	FP	LF8	8,521	23,270	19,109	4,161	yes		
YT	York Township Public Library	YTLY-14	UL	LF4	579	1,141	1,154	-13	yes		
YK	Yorkville Public Library	YKBB-04	FP	TI2	2,681	7,601	18,327	-10,726	yes		



PrairieCat

Connecting Libraries to Strengthen Communities

FY26 Annual Report

Annual Report July 2025 - June 2026

PrairieCat assists members in the successful sharing of resources and services, expanding the quality and quantity of information accessible to our library users.

At its core, PrairieCat exists to provide an integrated library system (ILS) to members—having a central ILS provides efficiencies to member libraries.

Member Libraries FY26

138
Member Libraries

81
Fully Participating
Members

23
Basic Online Members

34
Union Listing Members

Database Support

12 PrairieCat Staff

30+ Monthly Statistical
Reports

1,178 Original Cataloging
Records

43,568 Record Loads

22,992 Record
Enhancement

585,359 Special Project
Record Cleanup

36 MARC Catalogers from
Member Libraries

2 Sierra Upgrades v 6.4
and v 6.5

Total Help Desk Tickets Processed: 3,860

Multi-Type Consortium

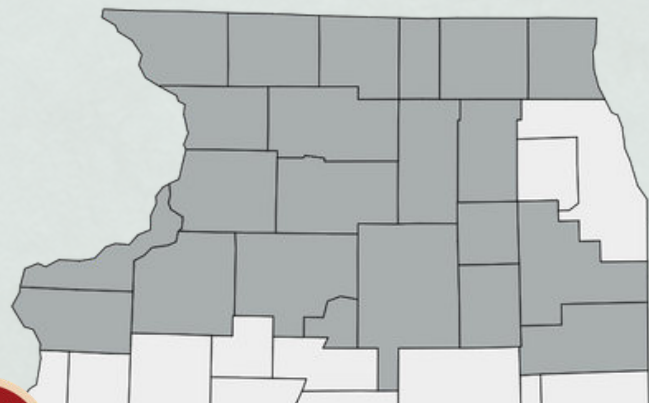
Member libraries from **22 counties** in Illinois

104 Public Libraries

31 School Libraries

2 Academic Libraries

1 Special Library



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Resource Sharing Network



360,000+ cardholders have access to more than **1.2 million** unique titles and **5 million items**.



Member libraries have a combined service population of more than **1,105,000**.

138

Member Libraries

658,240

Interlibrary Loan Holds Filled

4,532,630

Items Circulated

644,371

Reciprocal Borrowing Transactions

Engagement

Members are actively engaged at all levels, which creates connections and advances the organization.

PUG Day 2025

260

total attendees

60 member libraries
28 sessions



Governance and Standing Committees

40



Meetings

1,100



Participants

Virtual Member Updates

47 attendees in the Fall
43 attendees in the Spring

Site Visits with Member Libraries

28 in-person site visits

Resource Sharing Summit

40 participants
Topic: Patron Behavior Policy

New Director Welcome

4 sessions
25 total participants

Union List Members Meeting

10 participants from
Union List members

Back to School Session

12 participants from
school libraries



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Training

Learning opportunities equip members to provide excellent service to end users.

PrairieCat Led Sessions



63

live training sessions



340

attendees

Online Courses



65

self-paced courses



2,468

courses completed



462

users

TalentLMS: Self-paced courses available 24/7 through PrairieCat's online training platform. PrairieCat trainings offered online include searching, holds, circulation, cataloging, online catalog and mobile app customizations.

Vega Discover: One new course, Vega Reports, was added to the series of Vega Discover courses. 39 libraries have completed courses allowing for customizations of their Vega sites.

Vega Mobile: With the launch of the new Vega Mobile app, PrairieCat provided 7 live trainings with 138 attendees and recorded training videos for members and end users.

Item Entry Certification: PrairieCat requires that any staff that adds new items to the PrairieCat database are item entry certified to help maintain the accuracy of the database. 37 library staff completed Item Entry Certification through TalentLMS.

Create Lists Training: 21 library staff completed this reports training through TalentLMS.

IPLAR Q&A: PrairieCat offered 3 IPLAR Q&A sessions that 25 members attended.





User Experience

Members are supported in their efforts to provide exceptional service to end users.



Mobile App

71 member libraries opted in to the new Vega Mobile App. The PrairieCat Libraries Mobile app launched in October 2025. The new app allows for extensive library customizations and individualized branding.



Vega Discover

Innovative Interfaces continued with monthly updates of the Vega Discover catalog including fixes and enhancements. The Vega Reports feature launched in June 2025, allowing library staff to view usage and interaction data on their catalog sites.



Bibliographic Services

PrairieCat signed an agreement with Mitinet for bibliographic services to improve database record updates and maintain Consistent standardization. A database with effective search results is dependent upon adherence to strong cataloging practices.

Governance

Leadership is transparent, responsive, innovative, and accountable.

83%

Delegates Assembly Attendance Rate

29

New Directors

23%

Election Participation



Delegates Assembly: In response to member needs, the Delegate Assembly revised rules allowing for several in-person meeting sites across the service area for the quarterly Delegate Assembly meetings.



Sustainability: RAILS grant funds accounted for approximately 25% of PrairieCat budgeted revenues in FY26 in addition to in-kind services. Member fees had an average increase of 3.4%.



Membership Changes: Dakota CUSD 201 withdrew Union Listing membership. UnityPoint Health - Trinity medical library closed and subsequently withdrew Union Listing membership.



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Date: 10/2/2026

To: PrairieCat Administrative Council

From: Carolyn Coulter, Director

Re: LIMRiCC resolutions and IGA, Bylaws changes

Executive Summary:

Recently the board of LIMRiCC voted to merge with another health Co-op, WINS, as of January 1, 2027. According to the Chair of LIMRiCC, all members must now:

- Approve the Resolution to Amend the Intergovernmental Agreement
- Approve the Resolution to Amend the Bylaws
- Approve the Resolution to Join LIMRiCC
- Sign the new Intergovernmental Agreement for LIMRiCC.
- Return the two (2) ballots to approve the amendments to both amending the IGA **and** the bylaws by December 15th, 2026

Please see the related documents below.

PROPOSED AMENDMENTS TO THE INTERGOVERNMENTAL AGREEMENT BALLOT

The Library Insurance Management and Risk Control Combination (“LIMRiCC”) Board of Directors adopted a Resolution setting forth proposed amendments to the Intergovernmental Agreement Providing for Risk Management and Authorizing Membership in the Library Insurance Management and Risk Control Combination (“IGA”) and to the By-Laws of the Organization. These changes are being made to allow the Wellness Insurance Network (WIN) Libraries to join our pool, as well as to fully clean up the language of the IGA. The proposed changes are fully set forth in the enclosed Resolution. A “clean” copy of the IGA and the by-laws is being provided to you.

The proposed amendments are being provided in **two (2) Resolutions**.

Both must be approved by the Library’s Board of Trustees and signed copies must be returned. Ballots must be returned for **both amendments**.

**AMENDING THE AMENDED INTERGOVERNMENTAL AGREEMENT PROVIDING FOR RISK MANAGEMENT
AND AUTHORIZING MEMBERSHIP IN THE LIBRARY INSURANCE MANAGEMENT AND RISK
COMBINATION TO ALLOW FOR SUBSTANTIVE AMENDMENTS TO THE INTERGOVERNMENTAL
AGREEMENT**

The date that the proposed amendment is to become effective is December 16, 2026.

Members are invited to vote to “Approve” or “Disapprove” this propose amendments.

APPROVE _____

DISAPPROVE _____

Each LIMRiCC Member entitled to vote must return its ballot (two ballots total) to LIMRiCC on or before 5 pm on **December 15, 2026**.

RESOLUTION _____

**AMENDING THE AMENDED INTERGOVERNMENTAL AGREEMENT PROVIDING FOR RISK MANAGEMENT
AND AUTHORIZING MEMBERSHIP IN THE LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL
COMBINATION (LIMRiCC) TO ALLOW FOR SUBSTANTIVE AMENDMENTS TO THE
INTERGOVERNMENTAL AGREEMENT**

WHEREAS, the Intergovernmental Agreement providing for Risk Management and authorizing membership in the Library Insurance Management and Risk Control (“LIMRiCC”) (hereinafter referred to as “Agreement”) has been amended from time to time by the Members of LIMRiCC to adhere to the changing needs of the Members of LIMRiCC and to reflect the current policies and practice; and

Whereas, the Board of the Library of the Insurance Manage and Risk Control Combination desires to now propose substantive changes to the IGA that will update the LIMRiCC Intergovernmental Agreement; and

Whereas, the Board of the Library of the Insurance Management and Risk Control Combination believes it is in the best interest of LIMRiCC to make such changes.

NOW THEREFORE, BE IT RESOLVED by the President and the Board of the Library and Insurance Management and Risk Control Combination (“LIMRiCC”), as follows:

Section 1: That the recitals set forth above are incorporate as Section 1 of this Resolution.

Section 2: It is proposed that “Public Libraries” are included as an entity that can enter into a contract with LIMRiCC, along with “Library Districts, [Public Libraries], Boards of Library Trustees, Library Systems, and Intergovernmental Entities that provide services to Public Library Districts.”

Section 3: It is proposed that Article I (C)(2) “Agreements of Members” be amended to: “The LIMRiCC **Board** may contract with private or public ~~corporations~~ **consultants** for assistance in the processing of claims and the member will share in the cost of administering and paying the claims as provided in this contract.”

Section 4: It is proposed that Article I (C)(3) “Agreements of Members” be amended to: “The member shall make these payments in equal quarterly installments due on the 15th day of April, July, October and January of each year. A late fee of ~~\$50.00~~ **one hundred (\$100.00)** dollars will be issued for any paperwork or payment submitted after the due date. The Board of LIMRiCC shall have the authority to increase the late fee by up to ten percent (10%) in a calendar year.”

Section 5. It is proposed to eliminate outdated language in Article I (E)(1) “Period of Coverage”: “The initial coverage provided by LIMRiCC shall include all claims by members for persons whose employment is terminated by such member during the period from July 1, 1993, through December 31, 1993. Coverage shall be continued from year to year thereafter on a calendar year basis, unless terminated therein.”

Section 6: It is proposed that Article II “The Self-Insurance Program” of the former agreement be entirely eliminated. This is an insurance product no longer provided by LIMRiCC.

Section 7: It is proposed that in the updated IGA, the new Article II be titled, “EMPLOYEE BENEFIT INSURANCE PROGRAM”

Section 8: It is proposed that in Article II (A)(1) “Purchase of Health Insurance Plan” that “Health Insurance” be added to the list of the products that LIMRiCC provides to its members:

- **Health Insurance**
- Life insurance Benefits
- Accidental Death and Dismemberment Benefits
- Employee Assistance Benefits
- Dental Insurance
- Vision Insurance

Section 9: It is proposed that in Article II (A)(1) “Purchase of Health Insurance Plan” that language be added allowing former members of the WIN network to purchase short- and long-term disability insurance: “Furthermore, short term and long term disability insurance will be offered to current members of LIMRiCC who were members of the Wellness Insurance Network (WIN) as of September 1, 2026. Notwithstanding anything to the contrary in this Section H, individuals who were receiving disability coverage from Member as of 1/1/2026 and were considered part-time employees but only worked a minimum of 17.5 hours per week will remain Qualified Employees solely for the purposes of receiving disability coverage. By arranging for the purchase of these insurance products on behalf of all Members, LIMRiCC can achieve savings in premiums.”

Section 10: It is proposed that in Article II (A)(2) “Changes in Participant Administration Fee” that the words “or special” be added to a sentence: “The Board of Directors has the authority to change any component of the Administrative fee at any regular **or special** meeting of the Board of Directors, provided all Members of the Insured Participants of the Program have been provided with thirty (30) days’ notice of said meeting and of the proposed change to the Base Administration Fee and/or the Participant Administration Fee, which proposed change must be included on the meeting agenda.”

Section 11: It is proposed that in Article II (H) “Employee Qualifications” that the following bolded print be added: “Members may set stricter requirements for their employees to be eligible for the Program, except that Members are required to provide and pay for life insurance for all full-time employees **on an employer-paid basis** unless a full-time employee specifically opts out of the life insurance benefit. **Employees may opt out of the life insurance coverage and Members may offer voluntary life insurance for those seeking additional coverage.** Each member is responsible for retaining and housing documentation [...]”

Section 12: It is proposed that in Article II (J) “Mandatory Member Meetings” that following bolded print be added: “Each Member must have at least one (1) representative (Library Director/Administrator, other administrators, or his/her designee) in attendance, either in person or via electronic attendance, at a minimum of one meeting per year. Effective with the ~~2024~~**2027** plan year, failure to have (1) representative attend without good cause, will result in a fee of **one hundred and fifty (\$150) dollars.**”

Section 13: It is proposed that in Article II (M) “New Membership” that new members, including members joining from the WIN pool must participate in the program for two years. It adds the following language: “New members must participate in the Program for at least two years.”

Section 14: It is proposed that in Article II (O) “Refund Adjustment Policy for HIP” that “90 days” also be spelled out to ‘ninety days.’

Section 15: It is proposed that in Article II (P) “Term of the Program” that outdated language be removed: “LIMRiCC has been operating a purchase of health insurance program since on or about March 1, 1994 for the purchase of health insurance products. This revised Article III and Program amends LIMRiCC’s purchase of health insurance program and shall become effective on the 1st day of December, 2015, provided that by such date that there are no less than twenty (20) members of LIMRiCC who have elected in writing to participate in the Program, and shall continue in effect thereafter until terminated.”

Section 16: It is proposed that in Article II (P)(1): “Term of the Program” that the following bolded language be added: “Members shall have the right to cancel participation in the Program by providing **one hundred and twenty (120)** days written notice to the Board of Directors. **In the event that a Member cancels participation in the Program, the Member will not be allowed to rejoin unless at least two (2) years have passed and the member has at least fifty-one (51) enrolled lives for six (6) consecutive months.**”

Section 17: It is proposed that the email address be changed from mtannehill@limrice.org to benefits@limricc.org for the purposes of notices or communication with LIMRiCC electronically.

Section 18: It is proposed that in Article III (A)(2) to reword this clause thusly: “To furnish full cooperation ~~with LIMRiCC’s attorney’s, claims administrator~~ **by with** any agent, employee, officer, or independent contractor **with** LIMRiCC’s **attorneys or claims administrator** relating to the purposes and powers of LIMRiCC.

Section 19: It is proposed that Article III (B) (3) “Rights of Members” that the outdated language relating to Metropolitan Library System be eliminated: ~~When rights of Members to participate in benefits are dependent on the length of time in participation, the member shall be credited for its participation in the predecessor programs of the Metropolitan Library System (formerly Suburban Library System).~~”

Section 20: The proposed effective date of the amendments is December 16, 2026.

Section 21: That the President of the Board is authorized and directed to sign and the Secretary is authorized and directed to attest to this Resolution.

Section 22: This Resolution shall be in full force and effect immediately upon its adoption.

Adopted by the Library Insurance and Risk Control Combination this 16th Day of September, 2026.

Adopted by the _____ (Library Name) this _____ Day of _____ (Month), 2026.

By: _____
President

Attest:

PROPOSED AMENDMENTS TO THE BY-LAWS BALLOT

The Library Insurance Management and Risk Control Combination (“LIMRiCC”) Board of Directors adopted a Resolution setting forth proposed amendments to the Intergovernmental Agreement Providing for Risk Management and Authorizing Membership in the Library Insurance Management and Risk Control Combination (“IGA”) and to the By-Laws of the Organization. These changes are being made to allow the Wellness Insurance Network (WIN) Libraries to join our pool, as well as to fully clean up the language of the IGA. The proposed changes are fully set forth in the enclosed Resolution. A “clean” copy of the IGA and the by-laws is being provided to you.

The proposed amendments are being provided in **two (2) Resolutions**.

Both must be approved by the Library’s Board of Trustees and signed copies must be returned. Ballots must be returned for **both amendments**.

AMENDING THE AMENDED BY-LAWS OF THE LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL COMBINATION (LIMRiCC) ORGANIZATION TO ALLOW FOR SUBSTANTIVE AMENDMENTS TO THE BY-LAWS OF THE ORGANIZATION

The date that the proposed amendment is to become effective is December 16, 2026.

Members are invited to vote to “Approve” or “Disapprove” this propose amendments.

APPROVE_____

DISAPPROVE_____

Each LIMRiCC Member entitled to vote must return its ballot (two ballots total) to LIMRiCC on or before 5 pm on **December 15, 2026**.

RESOLUTION _____

AMENDING THE AMENDED BY-LAWS OF THE LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL COMBINATION (LIMRiCC) ORGANIZATION TO ALLOW FOR SUBSTANTIVE AMENDMENTS TO THE BY-LAWS OF THE ORGANIZATION

WHEREAS, the By-Laws governing the organization of the Library Insurance Management and Risk Control Combination (“LIMRiCC”) has been amended from time to time by the Members of LIMRiCC to adhere to the changing needs of the Members of LIMRiCC, the organization itself, and to reflect the current policies and practice; and

Whereas, the Board of the Library of the Insurance Manage and Risk Control Combination desires to now propose substantive changes to the By-Laws that will update the LIMRiCC By-Laws; and

Whereas, the Board of the Library of the Insurance Management and Risk Control Combination believes it is in the best interest of LIMRiCC to make such changes.

NOW THEREFORE, BE IT RESOLVED by the President and the Board of the Library and Insurance Management and Risk Control Combination (“LIMRiCC”), as follows:

Section 1: That the recitals set forth above are incorporate as Section 1 of this Resolution.

Section 2: It is proposed that in Article I, “Change of Name,” that the entity’s name **remain** Library Insurance Management and Risk Control Combination that is “voluntarily established by contracting Library Systems, ~~including the Metropolitan Library System~~, Boards of Library Trustees, **Public Libraries**, Library Districts, and Intergovernmental Entities that provide services to Public Libraries, Library Districts, and Library Systems (Members).”

Section 3: It is proposed that Article II “The Previous Programs” be renamed to “Purpose-Limitation of Participation”.

Section 4: It is proposed that the first paragraph of Article II “Purpose –Limitation of Participation” be amended to read (**Bolded is added text**): “The purpose of LIMRiCC is to provide conventional insurance coverage and/or self-insurance for claims against its Members, including any one or more of the following types of insurance coverage: **Health; Life; Accidental Death and Dismemberment; Employee Assistance Program; Dental; Vision; certain ancillary voluntary products; Unemployment Compensation. Furthermore, long-term disability will be offered to current members of the Wellness Insurance Network (WIN) as of September 1, 2026.**”

~~Building and Contents General~~

~~Liability~~

~~Automobile Liability~~

~~Errors and Omissions~~

~~Worker’s Compensation~~

~~Boiler and machinery~~

Section 5: It is proposed to eliminate outdated language in Article II “Purpose-Limitation of Participation” regarding previous programs: ~~“The following programs have previously been established by agreement between the Suburban Library System, Metropolitan Library System, and participating Libraries:~~

- ~~A. The Unemployment Compensation Pool~~
- ~~B. The Program providing Joint Self Insurance~~

~~These Programs established by LIMRiCC are referred to herein as the “Previous Programs.”~~

~~It is the intent that the Previous Programs be continued through the agreements with LIMRiCC without interruption of coverage and providing credits where indicated from the prior coverage.~~

~~All credit balances in Member’s accounts under the Previous Programs shall be transferred to the Member’s accounts under the LIMRiCC Program. There shall be no interruption of coverage from the Previous Program.”~~

Section 6: It is proposed that Article IV “Directors and Officers,” paragraph A, be amended. Text that is **bolded** is added. “There is hereby established a Board of Directors of LIMRiCC. The Board of Directors of LIMRiCC ~~currently shall~~ consists of **five** Board members at Large. **Effective January 1, 2027, four (4) current members of WIN will join the Board thereby creating a Board of nine (9) members. At the first Board meeting in January 2027, Board Officer Elections shall take place as provided in paragraph E below.”**

Section 7: It is proposed that in Article IV, (B) “Directors and Officers”, the paragraph be modified as followed. **Bolded** text is additional text: **“In Spring 2027 and each Board election thereafter, the call for Board candidates will be conducted from January 1 to January 31 with the electronic voting to be held from February 15 through March 31. Each Member will have one (1) vote for each slated position. No individual will serve more than two (2) consecutive terms as Board Member at Large. Unless otherwise specified in Paragraph C, the term for the Board Member at Large is three (3) years.”**

Section 8: It is proposed that in Article IV (C) “Directors and Officers” that the paragraph be modified as follows. **Bolded** text is additional text: ~~The first term for Board Members shall begin on April 1, 2010.~~ For the, **Spring 2027 elected** term, the ~~three~~ **seven** Board members who receive the most votes shall serve for ~~three two~~ years, **the candidate with the eighth highest vote will serve for two years, and the candidate with the ninth highest vote will serve for one year.** In the event of a tie, the Board members that will serve for two years will be determined by a lottery. **The intent is for the Board to be comprised of nine (9) for the 2027 term, eight (8) for the 2028 term, and seven (7) for the 2029 term and thereafter. [...]** Thereafter all Board Members shall serve for ~~two~~ **three** year terms.”

Section 9: It is proposed that in Article IV (E) “Directors and Officers” that the paragraph be modified as follows. **Bolded** text is additional text: “The Board of Directors of LIMRiCC shall **elect** ~~appoint~~ from among their number a **Chairman, President,** a Vice-President, Secetary, and Treasurer. The Board of Directors may also appoint additional officers and assign duties to them. **At the first**

Board meeting in January 2027, Board Officer elections shall take place. Officer elections shall again take place in June/July 2027 once the newly elected board is seated."

Section 10: It is proposed that in wherever in the bylaws the text uses the term *Chairman*, it should be now be replaced with the term **President**. It is further proposed that wherever the text uses the term *Vice-Chairman*, it should be replaced with the term **Vice-President**.

Section 11: It is proposed that in Article IV (K) "Directors and Officers" that the following **bolded** print be added: "[...] At least four (4) prior written notice of regular of special meetings shall be given to all Directors and an Agenda specifying the subject of any special meeting shall accompany any such notice. Such notice may be given by electronic mail or US mail. **Remote attendance is permitted subject to the in-person attendance of a quorum.**"

Section 12: It is proposed that in Article V (A)(1) "Power of the Board of Directors" that following **bolded** print be added: ""LIMRiCC staff **and agents** are designated to managed the LIMRiCC programs, provided the annual compensation for these services shall not exceed the following without the consent of fifty percent (50%) of the Members."

Section 13: It is proposed that in Article VI(C) "Liability of LIMRiCC, Its Officers and Directors" that language be added saying: "**The Board will obtain standard Director and Officers and Errors and Omissions coverage policies for the Board Members.**"

Section 14: It is proposed that in Article IX that the LIMRiCC address be modified to the current address: 668 N. River Rd, Naperville, IL 60563.

Section 15: The proposed effective date of the amendments is December 16, 2026.

Section 16: That each Member that will be affected by these proposed amendments shall receive written notice of proposed amendments and the date on which the amendment is to become effective, together with a ballot for voting to approve or disapprove the proposed amendments. The notice shall be given not more than 90 days before the proposed effective date of the amendment, either by electronic mail or the US mail.

Section 17: That the proposed amendments set forth in this Resolution shall be adopted upon receiving the affirmative vote of at least two-thirds (2/3) of the Members entitled to vote on such amendment.

Section 18: That the President of the Board is authorized and directed to sign and the Secretary is authorized and directed to attest to this Resolution.

Section 19: This Resolution shall be in full force and effect immediately upon its adoption.

Adopted by the Library Insurance and Risk Control Combination this 16th Day of September, 2026.

Adopted by the _____ (Library Name) this _____ Day of
_____(Month), 2026.

By: _____
President

Attest:

RESOLUTION _____

RESOLUTION PROVIDING FOR THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL COMBINATION (“LIMRICC”)

BE IT RESOLVED by the Board of _____ (hereinafter referred to as the “Library”) as follows:

1. Authority: This Resolution is adopted pursuant to the Intergovernmental Cooperation of the Clause of the Constitution of the State of Illinois, the Intergovernmental Cooperation Act, the Library Systems Act, and the Illinois Public Library District Act (or the Illinois Local Library Act where applicable).

2. Findings:

A. The Library Insurance Management and Risk Control Combination (LIMRiCC) has heretofore been established by Intergovernmental Agreement among existing public libraries and library systems to provide the following programs:

_____ 1. The Unemployment Compensation Program

_____ 2. The Employee Benefits Program

A copy of the Intergovernmental agreement providing for these programs is attached hereto as Exhibit A.

B. It is in the best interest of the Library to participate in such of the above programs as are indicated by a checkmark in the appropriate box.

3. Authorization: That the President and the Secretary of this Library are, therefore, authorized and directed to execute an Intergovernmental agreement providing for the risk management and authorizing Membership in LIMRiCC for the programs hereinabove indicated, the Intergovernmental Agreement to conform substantially to the Intergovernmental Agreement attached hereto as Exhibit A and effective on January 1, 2027.

Adopted this day _____ of _____, 20_____, pursuant to a roll call vote as follows:

Ayes:

Nays:

Absent:

NAME OF LIBRARY:

Attest:

President

Secretary



Date: 10/2/2026

To: PrairieCat Administrative Council

From: Carolyn Coulter

Re: LIMRiCC renewal, 2027

Executive Summary:

- Supplemental Health Benefits through the Hartford received 0% increase. No change to plans or rates for voluntary accident, hospital indemnity, and critical illness plans.
- Basic and Voluntary Life/AD&D will continue to be offered through the Hartford. The Basic Life/AD&D rates are decreasing by 28%, with improvements to the benefit offering. Voluntary Life/AD&D will have no change to plan design or rates.
- Vision will be offered through BCBS of IL effective 1/1/2027. Rates will remain unchanged, with improved benefits.
- Three dental plans will be available (DHMO, DPPO 1000, and DPPO 1500). DHMO rates and plan design remain unchanged. DPPO 1000 plan design will be changing, and rates have a blended 7% decrease
- Five medical plans will now be available (HMO, PPO 1000, PPO 1500, PPO 2000, and HDHP). Plan design changes and rate changes vary by plan.
- Details of 2027 plans follow below.

Further Detail:

Highlights for the Hartford Basic Life/AD&D

- Age reduction was increased from 65 to 70 and from 70 to 75.
- Option to increase Basic Life from \$30,000 to \$50,000 for minimal cost increase of \$108/year for PrairieCat staff.

Highlights for BCBS Medical

- Five medical plans offered
 - HMO remains unchanged
 - PPO 1000 had a reduction in the prescription copays
 - PPO 1500 is a new plan
 - PPO 2000 similar to the current plan. It has a higher out of pocket maximum, higher co-insurance, higher specialist office visit cost, and a lower prescription cost.

- HDHP/HSA has an increased deductible with a matching out-of-pocket maximum. This is the only plan that will cover weight loss drugs.
- Blended % Increase by Plan
 - HMO: 3%
 - PPO 1000: -5%
 - PPO 1500: -3%
 - PPO 2000: -5%
 - HDHP/HSA: 5%

Highlights for BCBS Dental:

- Three plan options:
 - DHMO
 - Dental PPO 1000
 - Dental PPO 1500
- Orthodontia will not be covered under PPO 1000 but remains covered by DHMO and PPO1500.
- Dental rates have a blended 7% decrease.

Highlights for BCBS Vision:

- Network Disruption:
 - 463 providers
 - 312 remain in-network
 - 75 gained
 - 52 lost
 - 24 remain out-of-network
- No rate changes
- Additional \$10 allowance for frames and contact lenses

Recommendation:

Staff recommends renewing LIMRiCC membership for 2027.



Date: 10/2/2026

To: PrairieCat Administrative Council

From: Carolyn Coulter, Director

Re: Employee Handbook Policy Updates

Executive Summary:

On January 1, 2027 the Illinois Menopause Equity and Care Act will take effect. The law amends the Illinois Human Rights Act to include menopause-related conditions as a protected class under the framework already established for pregnancy and related conditions. Due to the new law, we have updated PrairieCat's Equal Employment Opportunity, Anti-Harassment, and Reasonable Accommodation policies to include menopause-related conditions.

Detailed description:

Please see the changes in red on each policy below.

Equal Employment Opportunity

PRAIRIECAT will provide equal opportunity to all employees and applicants for employment regardless of actual or perceived race, color, religion, age, sex, national origin, ancestry, disability (mental or physical), pregnancy, military or veteran status, marital status, order of protection status, genetic information, sexual orientation, transgender status, gender identity, reproductive health decisions, family responsibilities, menopause-related conditions or any other category protected by applicable law. This policy of equal employment applies to all aspects of the employment relationship, including, but not limited to: initial consideration for employment; job placement and assignment of responsibilities; performance evaluation; promotion and advancement; compensation and fringe benefits; training and professional development opportunities; formulation and application of human resource policies and rules; facility and service accessibility; and discipline and termination.

Any employee who believes this policy has been violated should report the situation to a PRAIRIECAT supervisor or the Director. All such matters will be thoroughly investigated and rectified if a policy violation is identified. Please refer to the policy governing sexual and other types of harassment for more detailed information concerning PRAIRIECAT's investigative procedures.

PRAIRIECAT strongly encourages use of this policy if necessary and assures its employees that they need fear no reprisals for bringing forth a good faith claim, regardless of the results of any investigation.

Non-Discrimination and Anti-Harassment

PRAIRIECAT is committed to maintaining a work environment that is free of discrimination and harassment. In keeping with this commitment, PRAIRIECAT will not tolerate discrimination against or harassment of PRAIRIECAT employees by anyone, including any supervisor, co-worker, vendor, member, contractor, or other regular visitor of PRAIRIECAT.

Discrimination consists of employment actions taken against an individual based on an actual or perceived characteristic protected by law, such as sex, race, color, ancestry, national origin, citizenship status, religion, age, disability, marital status, sexual orientation, transgender status, gender identity, pregnancy, military or veteran status, genetic information, order of protection status, reproductive health decisions, family responsibilities, menopause-related conditions or any other category protected by applicable law. In other words, discrimination occurs when an individual is treated differently or unequally because the individual is or is perceived as being a member of a protected group.

Harassment consists of unwelcome conduct, whether verbal, physical, or visual, that is based upon a person's actual or perceived protected status such as race, color, religion, age, sex, pregnancy, national origin, ancestry, disability (mental or physical), military status, marital status, order of protection status, genetic information, sexual orientation, transgender status, gender identity and any other category protected by applicable law. PRAIRIECAT will not tolerate harassing conduct that affects tangible job benefits, interferes unreasonably with an individual's work performance, or that creates an intimidating, hostile or offensive working environment.

The conduct forbidden by this policy specifically includes but is not limited to: (a) epithets, slurs, negative stereotypes or intimidating acts that are based on a person's protected status; and (b) written or graphic material circulated within or posted within the workplace that shows hostility toward a person because of protected status.

1. "Sexual harassment" consists of unwelcome sexual advances; requests for sexual favors; and other verbal or physical conduct of a sexual nature when made by any employee to another employee where:
 - Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment;
 - Submission to or rejection of such conduct is used as the basis for any employment decisions affecting such individual; or
 - Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.
2. Sexual harassment, as defined above, may include, but is not limited to:
 - Uninvited sex-oriented verbal "kidding" or demeaning sexual innuendoes, leers, gestures,

- teasing, sexually explicit or obscene jokes, remarks or questions of a sexual nature;
 - Graphic or suggestive comments about an individual's dress or body;
 - Displaying sexually explicit objects, photographs or drawings;
 - Unwelcome touching, such as patting, pinching or constant brushing against another's body; or
 - Suggesting or demanding sexual involvement of another employee whether or not such suggestion or demand is accompanied by implicit or explicit threats concerning one's employment status or similar personal concerns.
 - Even if two or more employees are engaging in consensual conduct, such conduct could constitute harassment of or discrimination against another employee who witnesses or overhears the conduct.
3. Sexual harassment is illegal and will not be tolerated. An employee who believes that he or she has been subjected to sexual harassment or who has witnessed any kind of harassment or discrimination should immediately submit a complaint to the Director. The complaint may also be submitted to the Chair of the PRAIRIECAT Administrative Council if the alleged harasser is the Director. If a manager or supervisor receives a complaint of harassment or discrimination directly from an employee, or becomes aware of such conduct, the complaint or conduct shall be immediately reported to the Director. All complaints shall be investigated in accordance with the procedures contained herein. For purposes of this policy, the term working environment is not limited to a physical location an employee is assigned to perform his or her duties.
 4. PRAIRIECAT shall promptly and thoroughly investigate all complaints and make all reasonable efforts to resolve the matter informally. These efforts may include, but are not limited to, convening conferences with the complainant and/or the accused harasser/discriminator to discuss the complaint and the results of the investigation. If the complainant or the accused is not satisfied with the disposition of the investigation, he or she may submit in writing an appeal to the Chair of the PRAIRIECAT Administrative Council or his/her designee, who will review the investigation report and make a final decision. At the Chair's option, he/she or his/her designee may conduct further investigation, if necessary.
 5. Staff reporting incidents of harassment are protected by the Whistleblower's Act and the Illinois Human Rights Act. Reporting harassment or discrimination or participating in an investigation will not reflect adversely upon an individual's status or affect future employment. Any employee who retaliates against another for exercising their rights under this policy shall be subject to discipline up to and including discharge. The rights to confidentiality, both of the complainant and of the accused, will be respected consistent with PRAIRIECAT's legal obligations and with the necessity to investigate allegations of misconduct and to take corrective action when this conduct has occurred.
 6. A substantiated charge against an employee will subject the employee to disciplinary action up to and including discharge. Likewise, an employee knowingly making a false report of sexual harassment will be subject to disciplinary action up to and including discharge.

7. The purpose of this policy is to establish prompt, thorough and effective procedures for responding to every complaint and incident so that problems can be identified and remedied internally. However, an employee has the right to contact the Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC) about filing a formal complaint. A complaint must be filed within 300 days of the alleged incident(s)

Contact Information:

Illinois Department of Human Rights (IDHR)

- Chicago: 312-814-6200 or 800-662-3942; TTY: 866-740-3953
- Springfield: 217-785-5100; TTY: 866-740-3953
- Marion: 618-993-7463; TTY: 866-740-3953

Illinois Human Rights Commission (IHRC)

- Chicago: 312-814-6269; TTY: 312-814-4760
- Springfield: 217-785-4350; TTY: 217-557-1500

United States Equal Employment Opportunity Commission (EEOC)

- Chicago: 800-669-4000; TTY: 800-869-8001

8. If an allegation of sexual harassment is made against an elected official, by another elected official of a governmental unit, it shall be reported to the Director and investigated by an independent investigator selected by PRAIRIECAT's attorneys.
9. PRAIRIECAT shall provide sexual harassment prevention training to all employees on an annual basis as required by law. The training shall include (1) an explanation of sexual harassment, (2) examples of conduct that constitutes sexual harassment, (3) a summary of applicable law, including remedies available to victims of sexual harassment, and (4) a summary of responsibilities of employers in the prevention, investigation and corrective measures of sexual harassment.

Reasonable Accommodations

PRAIRIECAT supports the Illinois Human Rights Act, the Americans with Disabilities Act as amended, and Title VII of the Civil Rights Act, and will attempt to provide reasonable accommodations for pregnant individuals, menopause-related conditions, qualified individuals with disabilities, and individuals' sincerely held religious beliefs in the workplace unless such accommodations would present an undue hardship for PRAIRIECAT.

Reasonable accommodations apply to all covered employees and applicants and include, but are not limited to accommodations related to hiring practices, job placement, training, pay practices, promotion and demotion policies, access to benefits, facility and service accessibility, and layoff and termination procedures.

A pregnant individual includes any woman affected by pregnancy, childbirth, or medical or common conditions related to pregnancy or childbirth. A qualified individual with a disability is any individual with a disability who, with or without reasonable accommodation, can perform the essential functions of the job the individual has or wants, and does not pose a direct threat to the health or safety of himself /herself or other individuals in the workplace.

Reasonable accommodations will be determined on a case-by-case basis with the employee using an interactive process. Contact Human Resources for further clarification regarding PRAIRIECAT's policy on reasonable accommodations or to request a reasonable accommodation in the workplace.



Date: 10/2/2026

To: PrairieCat Administrative Council

From: Carolyn Coulter, Director

Re: Approve purchase of new PrairieCat vehicle and trade in of old vehicle

Executive Summary:

In the FY27 budget, the members approved \$35,000 for the purchase of a new vehicle. This money would be taken from reserves. PrairieCat staff worked with Landmark Ford, an approved contractor on the Illinois state blanket contract for vehicles, to find an appropriate vehicle.

Detailed Summary:

Landmark Ford showed us the details on two 2026 Ford Explorers. It is felt by staff that this size of SUV would be sufficient for our needs at this time. The least expensive was chosen as our best option. This vehicle has less than 100 miles on it. The details of our existing 2015 Dodge Caravan owned by PrairieCat were sent to Landmark and a trade-in value was offered for this van. The final offer comes to \$45,735.00. We are asking Administrative Council to approve the additional \$10,735.00, which includes the \$800.00 trade-in on the existing van. The approximate Kelly Blue Book value of the van is \$5,000 (depending on condition). If we want to sell it outright, we could get a better deal than the trade-in value, however in that case, Administrative Council will need to approve \$11,535.00 and we will need to sell it outright.

Landmark Ford Inc.

DATE: September 21, 2026

You Always Do Better At Landmark

2401 Prairie Crossing Drive
Springfield, IL. 62711
Phone: 217 862 5253
Fax: 217 862 5316

Quote For: PRAIRIE CAT

[illegible]

Make all checks payable to Landmark Ford Inc. If you have any questions concerning this quote, contact Steve Decker Ph 217 862 -5253 e-mail steve.decker@landmarkauto.com

THANK YOU FOR YOUR BUSINESS

Landmark Ford Inc.

DATE: September 21, 2026

You Always Do Better At Landmark

2401 Prairie Crossing Drive
Springfield, IL. 62711
Phone: 217 862 5253
Fax: 217 862 5316

Quote For: PRAIRIE CAT

[illegible]

Make all checks payable to Landmark Ford Inc. If you have any questions concerning this quote, contact Steve Decker Ph 217 862 -5253 e-mail steve.decker@landmarkauto.com

THANK YOU FOR YOUR BUSINESS

ford.com

VEHICLE DESCRIPTION

EXPLORER

2026 EXPLORER ACTIVE 4WD
119" WHEELBASE
2.3L ECOBOOST I-4 ENGINE
10-SPEED AUTO TRANSMISSION

EXTERIOR
AGATE BLACK METALLIC
INTERIOR
LT SPACE GRAY ACTIVEX INSER

TG C40406

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- CLASS III TRAILER TOW PKG
- EASY FUEL® CAPLESS FILLER
- HEADLAMPS - AUTO LED
- MIRRORS-MAN-FOLD DUAL PWR HEATED WITH APPROACH LAMPS
- POWER LIFTGATE
- PRIVACY GLASS - REAR DOORS
- REAR SPOILER, BODY COLOR
- ROOF-RACK SIDE RAILS-BLACK
- TAILLAMPS-LED
- TRAILER SWAY CONTROL
- VARIABLE INTERVAL WIPERS

INTERIOR

- 12.3" LCD DIGITAL CLUSTER
- 1TOUCH UP/DOWN DR/PASS WIN
- 3RD ROW - 50/50 FOLD FLAT
- DUAL ILLUM VIS VANITY MIRR
- FRONT ROW HEATED SEATS
- POWER DRIVER'S SEAT
- POWERPOINTS - 12V
- ROTARY GEAR SHIFT DIAL
- TILT/TELESCOPING STEERING W/WHEEL MOUNTED CONTROLS
- USB-C - ALL ROWS

FUNCTIONAL

- 13.2" LCD TOUCHSCREEN
- 4-DR INTELL ACCESS LOCK/ UNLOCK W/PUSH-BUTTON START
- 5G MODEM
- AM/FM STEREO W/6 SPEAKERS
- FORD CO-PILOT360® ASSIST+
- FORD DIGITAL EXPERIENCE W/GOOGLE MAPS & PLAY STORE
- REAR VIEW CAMERA
- SELECTABLE DRIVE MODES
- SIRIUSXM® W/360L- NA AK&HI
- WI-FI HOTSPOT
- WIRELESS APPLE CARPLAY® AND ANDROID AUTO™

SAFETY/SECURITY

- ADVANCETRAC™ WITH RSC®
- AIRBAG - DRIVER KNEE
- AIRBAGS - DUAL STAGE FRONT
- AIRBAGS - FRONT SEAT MOUNTED SIDE IMPACT
- AIRBAGS - SAFETY CANOPY®
- INDIV TIRE PRESS MONIT SYS
- LATCH CHILD SAFETY SYSTEM
- PERIMETER ALARM
- PERSONAL SAFETY SYSTEM™
- SOS POST-CRASH ALERT SYST™

WARRANTY

- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST

INCLUDED ON THIS VEHICLE	(MSRP)	PRICE INFORMATION	(MSRP)
EQUIPMENT GROUP 200A		BASE PRICE	\$42,585.00
		TOTAL OPTIONS/OTHER	5,685.00
OPTIONAL EQUIPMENT/OTHER			
P255/55R20 A/S BSW TIRES			
20" CRBN GRAY-PTD 10-SPK WHLS	1,395.00		
ACTIVE COMFORT PACKAGE	3,145.00		
.REMOTE START SYSTEM			
.LED FOG LAMPS			
.HEATED STEERING WHEEL			
.LED SIGNATURE LIGHTING			
.8-WAY POWER PASSENGER SEAT			
18" SPARE WHL AND JACK KIT	400.00		
CONN PKG: 1 TIME 7YR	745.00		
FRONT LICENSE PLATE BRACKET	NO CHARGE		
		TOTAL VEHICLE & OPTIONS/OTHER	48,270.00
		DESTINATION & DELIVERY	1,795.00

	RAMP ONE		TOTAL MSRP \$50,065.00
	C106	CONVOY	
	RAMP TWO	ITEM #:	
		41-052D O/T 2	
	This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.		TG141 N RB 2X 650 009221 07 14 26

EPA DOT

Fuel Economy and Environment

Gasoline Vehicle

Fuel Economy

23

MPG

combined city/hwy

20

city

27

highway

4.3

gallons per 100 miles

You spend

\$2,250

more in fuel costs over 5 years

compared to the average new vehicle.

Annual fuel cost

\$2,150

Fuel Economy & Greenhouse Gas Rating (tailpipe only)

Smog Rating (tailpipe only)

1

5

10

Best

1

6

10

Best

This vehicle emits 394 grams CO₂ per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also create emissions; learn more at fueleconomy.gov.

Actual results will vary for many reasons, including driving conditions and how you drive and maintain your vehicle. The average new vehicle gets 29 MPG and costs \$8,500 to fuel over 5 years. Cost estimates are based on 15,000 miles per year at \$3.30 per gallon. MPGe is miles per gasoline gallon equivalent. Vehicle emissions are a significant cause of climate change and smog.

fueleconomygov

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GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score

★★★★★

Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash

Driver Passenger

★★★★★

★★★★★

Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Crash

Front seat Rear seat

★★★★★

★★★★★

Based on the risk of injury in a side impact.

Rollover

★★★★

Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA). www.safercar.gov or 1-888-327-4236

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Date: 10/2/2026

To: PrairieCat Administrative Council

From: Carolyn Coulter, Director

Re: Committee and standing group restructuring

Executive Summary:

As previously discussed, our committees and standing group positions have become difficult to fill, and some have been cancelled repeatedly due to lack of agenda items. Due to the changes that have occurred within PrairieCat over the last few years, it was decided that our standing group and Committee structure should be reviewed.

A working group comprised of members of all the standing groups and committees plus relevant PrairieCat staff met in August and discussed this issue. Their recommendations for changes are below.

Detailed Summary:

Resource Sharing:

Given the changes that have occurred in PrairieCat, the Resource Sharing standing group (formerly a committee) has had very little business to transact in the last two years. Other than the Summit, the topics previously discussed in this group have passed on to the Circulation and Technical Services Committees. It was suggested that this group be disbanded, and their responsibilities passed on to the Circ and Technical Services Committees, and the responsibility for the Summit be passed on to the Engagement standing group, which handles the PUG Day planning as well.

Training:

Likewise, the training group has had most of its previous duties absorbed into the UX standing group, Circ and Technical Services Committees. Most of the training is now done asynchronously via TalentLMS, and most of those materials are produced by PrairieCat staff. It is suggested that this group be dissolved and the three committees formerly take on any training issues when they arise.

Technical Services Committee:

Sandy Tedder, the chair of the Technical Services Committee, expressed that this committee has an ongoing issue with filling positions during the annual election process. This group, formerly called TSUG (Tech. Services User's Group) was previously a volunteer group attended informally by anyone who wished to attend. It was suggested that this Committee should retain the voting members but expand to allow for participation in discussion by anyone who wishes to do so. Decision making, when called for, will still reside with the voting members, but all attendees can express a voice in the process.

If this restructuring moves forward as presented, the committees and standing groups will be:

Finance (appointed/board committee)

Engagement (open)

User Experience (open)

Circulation (elected)

Technical Services (elected)/TSUG (open)

**PrairieCat Delegates Assembly
Agenda
October 28, 2026**

The Delegates Assembly will meet on Wednesday, October 28, 2026, 10:30 am – 12:00 pm in person at the New Lenox Public Library District, Freeport Public Library, Princeton Public Library, Ida Public Library, and the RAILS Coal Valley Service Center. The meeting will also be available online via Zoom. Delegates Assembly participation is required of all Fully Participating and Basic Online libraries and the four Union List reps. As always, please remember that only officially designated Delegates or their Alternates can vote on behalf of their library. Substitutes will not be permitted to vote, and there are no proxy votes if a delegate is not present.

[Register to attend the meeting](https://support.prairiecat.info/events/prairiecat-delegates-assembly-meeting-2026-10-28) (https://support.prairiecat.info/events/prairiecat-delegates-assembly-meeting-2026-10-28).

1. Call to order and welcome
2. Introduction and welcome new delegates or alternates
3. Introduction of guests
4. Review of agenda for additions/changes
5. Consent agenda
 - 5.1. Approve minutes for July 29, 2026, PrairieCat Delegates Assembly meeting
 - 5.2. Central Site report including financial and statistical reports
 - 5.3. Quarterly PrairieCat staff report
6. Administrative Council report
 - 6.1. Finance Committee report – no report
 - 6.2. Resource Sharing Committee report – no report
7. PrairieCat membership update, training and outreach report
8. Review, Final FY26 audit
9. Review, FY26 Annual report
10. Presentation: Melissa Landis, PrairieCat Data Dashboard
11. Public comments via previously submitted email (see above), in person or online



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Coal Valley, IL 61240
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12. Adjournment

13. Next regularly scheduled meeting, January 27, 2027