

Maroa Public Library District Regular Meeting Agenda

6/20/2022 | Maroa Public Library Conference Room - 6:30pm

1. Call to Order
2. Roll Call
3. Board President Remarks
4. Recognition of Visitors, Delegations, etc
5. Public Comment Period

Consent Agenda

6. May 16, 2022 Meeting Minutes
7. Director's Report & Calendar
8. Accountant & Treasurer's Reports for April/May 2022
9. List of Paid Bills for May 2022

Committee Reports

10. Personnel
11. Material Selection & Circulation
12. Building & Grounds
13. Finance Policy
14. Financial Development

New Business

15. 2022/2023 Library Calendar
16. Patron Conduct Ordinance
17. 2022/2023 Working Budget
18. Biannual Closed Minute Review

Old Business

1. ProQuest Newspapers.com
2. June 25th Freedom Festival, 1pm Bingo
3. Board Vacancies/Elections

Approvals

4. Approval, Consent Agenda
5. Approval, 2022/2023 Fiscal Calendar
6. Approval, Board Treasurer Appointment
7. Approval, Opening of Closed Minutes
8. Approval, ProQuest.com membership
9. July 18, 2022, 6:30pm Meeting Agenda Suggestions
 - a. Building Maintenance Tax Ordinance
 - b. Personnel Policy Review (Revised 2/21/22)
10. Adjournment

Maroa Public Library District

305 E. Garfield St., Maroa, IL 61756 | 217.794.5111 | maroalibrary@gmail.com



Maroa Public Library District Regular Meeting Minutes

5/16/2022 | Maroa Public Library Conference Room - 6:30pm

1. Call to Order: Meeting called to order by President Angela Foulke at 6:31PM.
2. Roll Call: Board members present included Angela Foulke, Tony Norton, Amber Scott, and Mason Rickets. Board members absent included Lindsey Hanes and Audra Newton. Staff present included Sara Gentle.
3. Board President Remarks: Angela Foulke welcomed everyone on a beautiful evening.
4. Recognition of Visitors, Delegations, etc: No visitors.
5. Public Comment Period: No comments.

Consent Agenda

6. April 18, 2022 Meeting Minutes
7. Director's Report & Calendar:
 - a. The annual book sale was considered a success. MPLD sold several boxes of books and was able to promote the mini food pantry.
 - b. Sara Gentle presented cost and usage stats on e-Resources that were added to the system two years ago, including Creative Bug, Kanopy, Hoopla, and ProQuest. Unlike the other new resources that are used outside the Library and all for \$1,000/year or less, ProQuest is only accessible inside the Library and costs \$7,300 per year. Of the resources added, eBook and audiobook resources have been the most used. Thus, Sara Gentle has asked IHLS to include the 3M cloud services (\$500/year) with the 2022/2023 IHLS contract.
 - c. Bodine Electric should have all 4 security cameras by July. The Illinois Record Retention Services has MPLD's request to amend its contract with security footage on its June meeting.
 - d. EFC approval was given for 2 ipads. Still waiting on laptop approval.
 - e. Garden beds have been painted, filled, and planted. The next project will be to paint the back fence and clean the back siding.
8. Accountant & Treasurer's Reports for March 2022: MYHB said that they will have reports to the Library 5 days before future board meetings.
9. List of Paid Bills for April 2022: Bills included in the packet.

Committee Reports

10. Personnel: No report.
11. Material Selection & Circulation: No report.
12. Building & Grounds: No report.
13. Finance Policy: No report.
14. Financial Development: No report.

New Business

15. Disaster Plan Review: Policy reviewed.
16. Safety of Children in the Library Review: Policy reviewed.
17. Back Patio Estimates: Three bids were received and presented for review for replacing the back patio with
 - a. stamped concrete by Decatur Decorative Concrete \$12,650 for existing footprint,
 - b. decorative rock concrete by Kingdom Concrete \$14,800 for existing footprint, or \$24,900 for 1600 square feet enlarged patio, and
 - c. poly flake by Zion Pros \$17,600 poly flake and \$16,128 for workmanlike mannered installation.
18. June Freedom Festival, June 25th: Rather than ask for prize donations, the plan is to use the profit from the event to pay for prizes. Bingo will run for 1.5 hours between bags and the cakewalk. Details will be

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communicated to the Board as they are received.

19. Board Vacancies/Elections: All three board positions expiring May 1, 2023 will run for 6 year terms. Josh Tanner expects to have election information available sometime in August 2022.

Old Business

20. Purchasing Policy Review: Revised policy with job title change from *Children's Programming Director* to *Director of Programming and Outreach* reviewed.

Approvals

21. Approval, Consent Agenda: Motion to approve by Amber Scott. Seconded by Mason Rickets. All present, aye.
22. Approval, Purchasing Policy: Motion to approve by Tony Norton. Seconded by Amber Scott. All present, aye.
23. Approval, Board Treasurer Appointment: Delayed until June.
24. Approval, Patio Bid: Motion to approve the Kingdom bid for \$2,000 for a concrete pad and \$24,900 for the 1600 square foot patio with the following allotments

OUTDOOR BACK SPACE	Bldg	Corp	Ins/Lia	Total
Concrete Pad (Kingdom)	\$ 1,000		\$ 1,000	\$ 2,000
Shed (Sams Club)	\$ 3,400			\$ 3,400
Concrete Patio (Kingdom)		\$ 12,450	\$ 12,450	\$ 24,900
Picnic Tables & Umbrellas (TBD)	\$ 1,400	\$ 600		\$ 2,000
Totals	\$ 5,800	\$ 13,050	\$ 13,450	\$ 32,300

made by Mason Rickets.

Seconded by Tony Norton. All present, aye.

25. Approval, ProQuest.com membership: Declined.
26. June 20, 2022, 6:30pm Meeting Agenda Suggestions
27. Adjournment: Meeting adjourned at 7:10PM.

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Librarian's Report

May 2022 Statistics | June 20, 2022

Circulation and Patron Statistics

Total Check Outs	670	New Items	193
People Count	393	New Patrons	3
ILL	528in /288out	MPLD checkouts to MPLD patrons	318
Computer Users	25	OCLC	9
LOTG (Libby)	168	3M Cloud	1
Hoopla	33	Kanopy	0
Creative Bug	1	ProQuest (searches)	276
Adult Program Attendance	66	Adult Program Count	14
Youth Program Attendance	0	Youth Program Count	0
Children's Program Attendance	5	Children's Program Count	1

Materials & Selection:

- Annual book sale held with the city garage sale, May 12 through May 14. Sales totaled \$78.50.
- Currently inventorying DVDs.
- e-Resources follow-up: Newspapers.com is available online to patrons for \$5, 100.

Safety & Security:

- Risk Management: EFC grant for 2 iPads approved. iPads received. Will now start the process for reimbursement.

Programming & Events:

- Summer reading: Just over 70 patrons signed up to participate in 2022 summer read.
- Bingo: Prizes and materials ready. Planning to setup Friday. We could use volunteers starting at 12:45pm.
- New wallboard purchased. Existing corkboard will move to back wall. In the process of trying to find a repair person to install.
- Generous patron donated a 3D printer and supplies to the library.

Building & Grounds:

- Yard maintenance: Painted back fence & benches. Power washed back upper siding. Located a volunteer to power wash sidewalks, move benches, and trim crabapple tree.
-

Statistical Summary

5/1/2022 12:00:00 AM - 5/31/2022 11:59:59 PM

Maroa Public Library District (MARP-ZCH)

Record Counts - As of 6/1/2022 11:41 AM

	Bibs w/Items	Bibs w/o Items	Authority			
Global	1,644,774	41,284	764,053			
Branch Specific	Bibs w/Items	Items	Items Withdrawn	Patrons	Active Staff	Active Workstations
	17,215	17,393	0	646	8	20

Circulation Statistics

Check Outs	Borrowers	Check In	Overdue Items Checked In	Staff Overrides
670	67	638	75	0
Holds Placed	Holds Satisfied	Holds Cancelled		
303	319	28		

Records Added and Deleted

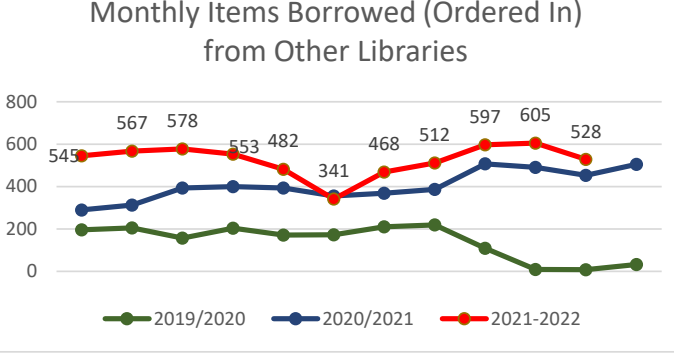
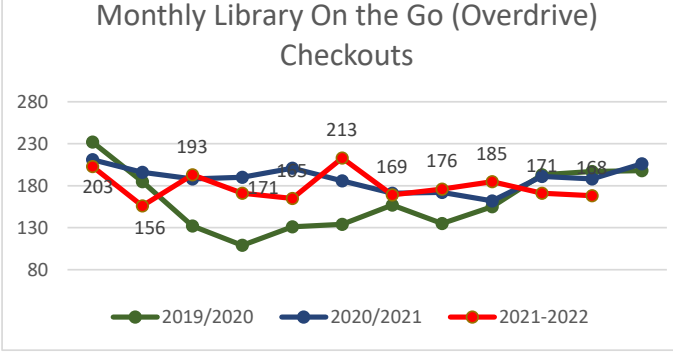
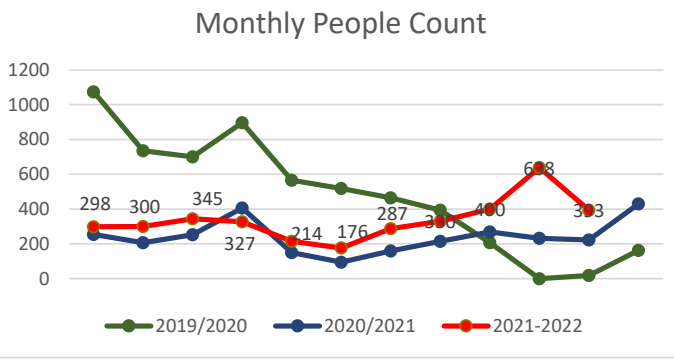
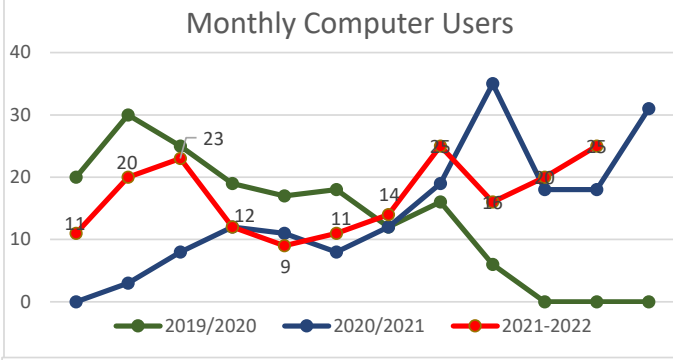
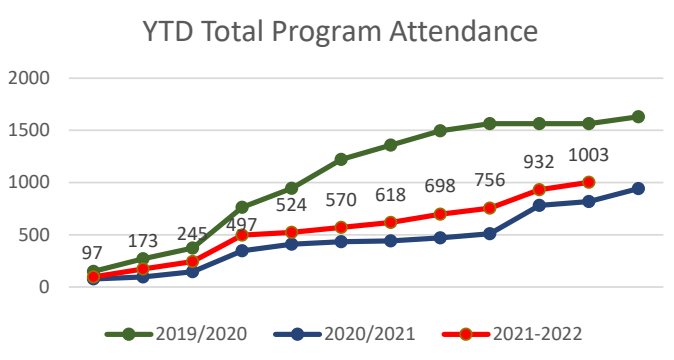
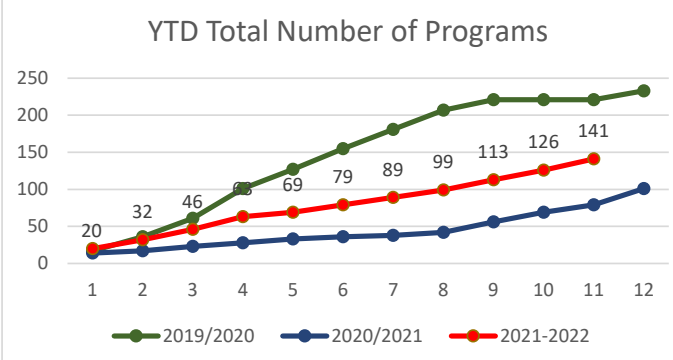
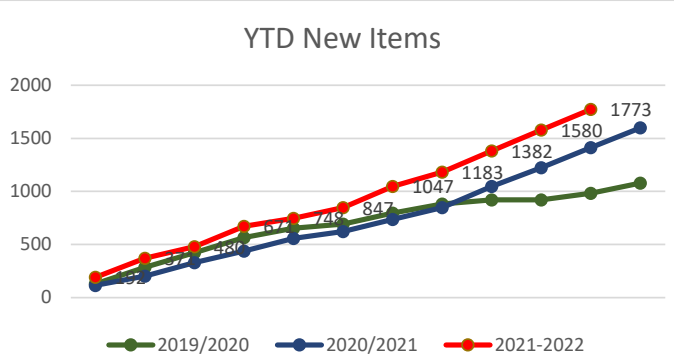
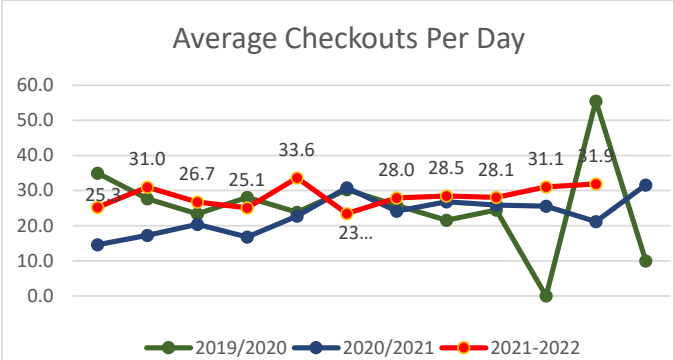
	Bibliographic	Authority	Items	Patrons
Added by Branch	0	0	193	3
Added by Other	6,486	2,336	0	0
Deleted by Branch	0	0	36	0
Deleted by Other	1,971	2,071	6	1

Financials

New Charges	Money Collected	Refunds	NET	Amounts Waived	Credits
\$106.70	\$86.70	\$0.00	\$86.70	\$133.20	\$0.00
Total Outstanding Fines - As of 6/1/2022 11:41 AM					\$3,814.07

PAC Statistics

Logins	Online Registrations	Holds Placed	Holds Cancelled
54	0	39	0



Mon	Tue	Wed	Thu	Fri	Sat	Sun
27	28	29	30	1	2	3
<div> <div>Summer Reading Log Time</div> <div> <div>10am - Power Hours</div> <div>3pm - Multi-Verse Novel</div> <div>6pm - Bath Bombs (Adult)</div> </div> </div> <div> <div>10am - Exercise Class</div> <div>1pm - DINO Theatre (All</div> </div> <div> <div>Summer Read Check-In</div> <div>10am - StoryTime (PreK -</div> <div>1pm - WATER*MPLD* (All</div> </div> <div> <div>10am - Exercise Class</div> <div>1pm - Teen Movie (13+)</div> </div>						
4	5	6	7	8	9	10
<div> <div>Summer Reading Log Time</div> <div> <div>10am - Power Hours</div> <div>1pm - DINO Theatre (All</div> <div>6pm - Spray</div> </div> </div> <div> <div>10am - Exercise Class</div> <div>1pm - Slime Time (Ages</div> </div> <div> <div>Summer Read Check-In</div> <div>10am - StoryTime (PreK -</div> <div>1pm - MCCD - Snake &</div> <div>6pm - VFW/AL Stoy Bliss</div> </div> <div> <div>10am - Exercise Class</div> <div>1pm - Teen Movie (13+)</div> </div> <div> <div>8pm - Family Movie Night</div> </div>						
11	12	13	14	15	16	17
<div> <div>Summer Reading Log Time</div> <div> <div>9am - Sewing at the</div> <div>3pm - Multi-Verse Novel</div> </div> </div> <div> <div>FINAL Summer Read</div> <div>10am - Exercise Class</div> <div>11am - Wits Workout</div> <div>1pm - DINO Theatre (All</div> </div> <div> <div>10am - StoryTime (PreK -</div> <div>1pm - Summer Read Party</div> </div> <div> <div>10am - Exercise Class</div> <div>1pm - Teen Movie (13+)</div> </div> <div> <div>10am - 3C Saturdays</div> </div>						
18	19	20	21	22	23	24
<div>6:30pm - Library Board</div>	<div>10am - Power Hours</div>	<div>10am - Exercise Class</div>	<div>10am - StoryTime (PreK -</div>	<div>10am - Exercise Class</div> <div>1pm - Teen Movie (13+)</div>		
25	26	27	28	29	30	31
	<div>10am - Power Hours</div> <div>3pm - Multi-Verse Novel</div>	<div>10am - Exercise Class</div> <div>11am - Wits Workout</div>	<div>10am - StoryTime (PreK -</div>	<div>10am - Exercise Class</div> <div>11am - Book Club (Adult)</div> <div>1pm - Teen Movie (13+)</div>		



“Summertime is always the best of what might be.” – Charles Bowden



is **STRIVING** to make your **SUMMER** the **BEST** it can be!



TAKE US WITH YOU THIS SUMMER

Vacationing? Did you know MPLD has thousands of eBooks, audio-books, and movies that you can take with you anywhere? You can borrow them, instantly, for free, using MOST ANY handheld device. Download our free apps for your phone or tablet and use with your library card.



MORE THAN JUST BOOKS

Have you seen the **Library's garden and Little Food Pantry**? Thanks to local patrons, churches, and the grade school our dry goods pantry remains stocked. And if you ever are looking for fresh herbs or a little produce, *check in with the Librarians* to see what's available.



ON-GOING ACTIVITIES

Adult Book Club, *Last Friday of the Month*, 11-12pm

Adult Exercise, *Wednesdays and Fridays*, 10-11am

Adult Wits Workout, 2nd and 4th *Wednesdays of the month*, 11am-12pm

Pre-School Story Time, *Thursdays*, 10-11am

SPECIAL JULY/AUGUST EVENTS

Outside Saturday Night Movie, Sat July 9th & August 13th *dusk*

Saturday Morning Coffee, Sat July 16th & August 20th, 10am

Teen PG13 Movie Matinee Series, Every Friday until school, 1-3pm

Teen Multi-Verse Novel Club, Tues July 12 & 26 & August 9th, 3-4pm

Pre-K to Grade 3 Power Hours, Tues July 5, 19, & 26 August 2, 10am-12pm

Need more information? Check out our website or Facebook to learn more about our programs and services. www.maroa.lib.il.us

Hours of Operation: Mo Closed | Tu 9am-6pm | W 9am-6pm | Th 9am-6pm | F 9am-3pm | Sa 9am-1pm | Su Closed



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Certified Public Accountants & Consultants

To the Board of Directors
Maroa Public Library District

Management is responsible for the accompanying interim financial statements of Maroa Public Library District, which comprise the accompanying statements of assets, liabilities, and equity - modified cash basis of Maroa Public Library District as of April 30, 2022 and 2021 and the related statement of revenues and expenses - modified cash basis - for the one month ended April 30, 2022 and 2021 and the year to date ended April 30, 2022 and the related statement of revenues and expenses - YTD actual (ten months) vs. FY22 budget (twelve months) - modified cash basis for the period ended June 30, 2022. We have performed a compilation engagement in accordance with Statements of Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the interim financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these interim financial statements.

The interim accompanying FY22 budget - modified cash basis information of Maroa Public Library District for the year ending June 30, 2022, (twelve months) that is presented in comparison with the statement of revenues and expenses - YTD actual has not been compiled or examined by us, and, accordingly, we do not express an opinion or any other form of assurance on it.

The interim financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all the disclosures ordinarily included in the interim financial statements prepared in accordance with the modified cash basis of accounting. If the omitted disclosures were included in the interim financial statements, they might influence the user's conclusions about Maroa Public Library District assets, liabilities, equity, revenues, and expenses. Accordingly, the interim financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Maroa Public Library District.

McGUIRE, YUHAS, HUFFMAN & BUCKLEY, P.C.
Decatur, Illinois

May 16, 2022

Maroa Public Library District
Statements of Assets, Liabilities & Equity - Mod. Cash Basis
As of April 30, 2022

	Apr 30, 22	Apr 30, 21
ASSETS		
Current Assets		
Checking/Savings		
General Corp Acct	154,305.41	134,671.88
Building Maint Acct	15,804.22	15,284.36
Insurance & Liab Acct	97,831.40	80,648.26
Social Security Acct	14,166.90	12,638.51
Special Reserve Acct	26,536.89	1,530.34
R F Library Fund Acct	5,920.95	5,917.98
Working Cash Acct	9,051.79	9,047.26
Roberta Foulke Reserve CD-SSB	100,000.00	100,000.00
Total Checking/Savings	423,617.56	359,738.59
Total Current Assets	423,617.56	359,738.59
TOTAL ASSETS	423,617.56	359,738.59
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Payroll Liabilities		
Fed/FICA/Med Payable	1,469.59	1,548.71
State Withholding Payable	377.75	339.84
Unemployment Taxes Payable	21.58	19.60
Retirement Payable	151.62	151.62
Total Payroll Liabilities	2,020.54	2,059.77
Total Other Current Liabilities	2,020.54	2,059.77
Total Current Liabilities	2,020.54	2,059.77
Total Liabilities	2,020.54	2,059.77
Equity		
Fund Balance - Corporate	226,129.94	189,244.01
Fund Balance - Liab. Insurance	69,194.10	39,330.86
Fund Balance - Social Security	10,996.04	9,563.21
Fund Balance - Equip & Bldg	11,470.70	10,175.10
Net Income	103,806.24	109,365.64
Total Equity	421,597.02	357,678.82
TOTAL LIABILITIES & EQUITY	423,617.56	359,738.59

Maroa Public Library District

Statements of Revenues & Expenses - Mod. Cash Basis

April 2022

	Apr 22	Apr 21	Jul '21 - Apr 22
Income			
Tax Levies			
Corporate	0.00	0.00	211,470.57
Liability Insurance	0.00	0.00	49,627.97
Social Security	0.00	0.00	7,942.96
Equipment & Building	0.00	0.00	16,875.33
Total Tax Levies	0.00	0.00	285,916.83
Income Per Capita-State Grants	0.00	0.00	4,231.78
Donations	476.25	0.00	701.25
Interest Income			
Interest Income - CD	0.00	0.00	150.41
Interest Income - Money Market	0.00	0.00	2.23
Interest Income - Corporate	6.39	5.80	92.92
Interest Income - Equip & Bldg	0.00	0.00	5.41
Interest Income - Liab Insur	0.00	0.00	37.01
Interest Income - Soc Sec	0.00	0.00	5.41
Total Interest Income	6.39	5.80	293.39
Misc. Income	231.41	103.70	677.96
Total Income	714.05	109.50	291,821.21
Expense			
CORPORATE FUNDS			
Materials			
Books	2,688.62	3,095.48	21,249.45
DVDs	252.56	0.00	805.03
E- Resources	8.00	4.00	10,237.40
Periodicals	14.00	0.00	617.51
Total Materials	2,963.18	3,099.48	32,909.39
Programs			
Children's Programs	454.70	0.00	3,958.67
Adult Programs	51.04	0.00	2,825.35
Summer Reading Program	0.00	0.00	953.87
Total Programs	505.74	0.00	7,737.89
Accounting Services	600.00	600.00	6,000.00
Legal Service	0.00	0.00	1,390.00
Legal Notice & Publications	0.00	0.00	357.70
Miscellaneous	0.00	0.00	10,000.00
Office Expense			
Equipment & Supplies	205.52	443.41	6,306.81
Service Charges and Fees	0.00	0.00	70.00
Membership	800.00	0.00	4,599.81
Postage	0.00	0.00	124.55
Professional Development	0.00	0.00	10.00
Total Office Expense	1,005.52	443.41	11,111.17
Payroll Expenses			
Payroll Gross	7,415.40	6,784.13	67,912.05
Payroll Expenses - Fees	10.50	17.50	126.00
Total Payroll Expenses	7,425.90	6,801.63	68,038.05

See Accountant's Compilation Report

Maroa Public Library District
Statements of Revenues & Expenses - Mod. Cash Basis
April 2022

	Apr 22	Apr 21	Jul '21 - Apr 22
Utilities			
Power	423.00	334.00	4,546.01
Telephone & Communications	364.71	371.89	3,313.06
Water	22.20	18.78	183.47
Total Utilities	809.91	724.67	8,042.54
Total CORPORATE FUNDS	13,310.25	11,669.19	145,586.74
INSURANCE & LIABILITY			
Safety			
Dir. Salary - Ins. Portion	0.00	279.16	1,954.12
Hourly	216.00	0.00	216.00
Supplies	1,065.58	20.00	9,742.17
Services	1,197.00	410.50	10,179.28
Total Safety	2,478.58	709.66	22,091.57
Insurance			
Unemployment Insurance	26.71	24.73	154.40
Liability Insurance	0.00	0.00	1,287.00
Total Insurance	26.71	24.73	1,441.40
Risk Management	114.20	0.00	114.20
Total INSURANCE & LIABILITY	2,619.49	734.39	23,647.17
SOCIAL SECURITY			
Payroll Taxes			
FICA	473.13	437.93	4,345.09
Medicare	110.66	102.42	1,016.21
Total Payroll Taxes	583.79	540.35	5,361.30
Total SOCIAL SECURITY	583.79	540.35	5,361.30
BUILDING & EQUIPMENT			
Computer and Maintenance	616.33	616.33	6,163.30
Copiers	106.21	160.97	1,078.29
Grounds Maintenance	150.00	100.00	1,657.18
Repairs	0.00	301.19	4,520.99
Total BUILDING & EQUIPMENT	872.54	1,178.49	13,419.76
Total Expense	17,386.07	14,122.42	188,014.97
Net Income	-16,672.02	-14,012.92	103,806.24

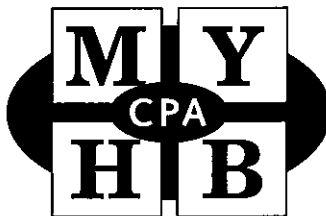
Maroa Public Library District
Stmt of Rev & Exp-YTD Actual vs FY22 Budget-Mod Cash Basis
 July 2021 through June 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
Income				
Tax Levies				
Corporate	211,470.57	213,057.49	-1,586.92	99.3%
Liability Insurance	49,627.97	50,000.34	-372.37	99.3%
Social Security	7,942.96	8,002.44	-59.48	99.3%
Equipment & Building	16,875.33	17,001.98	-126.65	99.3%
Total Tax Levies	285,916.83	288,062.25	-2,145.42	99.3%
Income Per Capita-State Grants	4,231.78	4,231.78	0.00	100.0%
Donations	701.25	0.00	701.25	100.0%
Interest Income				
Interest Income - CD	150.41	0.00	150.41	100.0%
Interest Income - Money Market	2.23	0.00	2.23	100.0%
Interest Income - Corporate	92.92	0.00	92.92	100.0%
Interest Income - Equip & Bldg	5.41	0.00	5.41	100.0%
Interest Income - Liab Insur	37.01	0.00	37.01	100.0%
Interest Income - Soc Sec	5.41	0.00	5.41	100.0%
Total Interest Income	293.39	0.00	293.39	100.0%
Misc. Income	677.96	0.00	677.96	100.0%
Total Income	291,821.21	292,294.03	-472.82	99.8%
Expense				
CORPORATE FUNDS				
Materials				
Books	21,249.45	25,000.00	-3,750.55	85.0%
DVDs	805.03	5,000.00	-4,194.97	16.1%
E- Resources	10,237.40	20,000.00	-9,762.60	51.2%
Periodicals	617.51	1,600.00	-982.49	38.6%
Total Materials	32,909.39	51,600.00	-18,690.61	63.8%
Programs				
Children's Programs	3,958.67	5,750.00	-1,791.33	68.8%
Adult Programs	2,825.35	5,750.00	-2,924.65	49.1%
Summer Reading Program	953.87	3,000.00	-2,046.13	31.8%
Total Programs	7,737.89	14,500.00	-6,762.11	53.4%
Accounting Services	6,000.00	8,000.00	-2,000.00	75.0%
Legal Service	1,390.00	5,000.00	-3,610.00	27.8%
Legal Notice & Publications	357.70	750.00	-392.30	47.7%
Contingencies	0.00	9,000.00	-9,000.00	0.0%
Miscellaneous	10,000.00	10,000.00	0.00	100.0%
Office Expense				
Equipment & Supplies	6,306.81	5,000.00	1,306.81	126.1%
Service Charges and Fees	70.00	500.00	-430.00	14.0%
Membership	4,599.81	6,600.00	-2,000.19	69.7%
Postage	124.55	800.00	-675.45	15.6%
Professional Development	10.00	500.00	-490.00	2.0%
Total Office Expense	11,111.17	13,400.00	-2,288.83	82.9%
Payroll Expenses				
Payroll Gross	67,912.05	101,500.00	-33,587.95	66.9%
Payroll Expenses 1	0.00	0.00	0.00	0.0%
Payroll Expenses - Fees	126.00	500.00	-374.00	25.2%
Total Payroll Expenses	68,038.05	102,000.00	-33,961.95	66.7%
Utilities				
Power	4,546.01	4,500.00	46.01	101.0%
Telephone & Communications	3,313.06	3,500.00	-186.94	94.7%
Water	183.47	300.00	-116.53	61.2%
Total Utilities	8,042.54	8,300.00	-257.46	96.9%
Total CORPORATE FUNDS	145,586.74	222,550.00	-76,963.26	65.4%
INSURANCE & LIABILITY				
Safety				
Dir. Salary - Ins. Portion	1,954.12	8,000.00	-6,045.88	24.4%
Hourly	216.00	2,500.00	-2,284.00	8.6%
Supplies	9,742.17	7,000.00	2,742.17	139.2%
Services	10,179.28	7,000.00	3,179.28	145.4%
Total Safety	22,091.57	24,500.00	-2,408.43	90.2%
Insurance				
Commerical and Worker's Comp	0.00	400.00	-400.00	0.0%
Unemployment Insurance	154.40	200.00	-45.60	77.2%
Liability Insurance	1,287.00	5,400.00	-4,113.00	23.8%
Total Insurance	1,441.40	6,000.00	-4,558.60	24.0%

Maroa Public Library District
Stmt of Rev & Exp-YTD Actual vs FY22 Budget-Mod Cash Basis
July 2021 through June 2022

	Jul '21 - Apr 22	Budget	\$ Over Budget	% of Budget
Risk Management	114.20	15,500.00	-15,385.80	0.7%
Legal Fees	0.00	1,000.00	-1,000.00	0.0%
Contingencies	0.00	3,000.00	-3,000.00	0.0%
Total INSURANCE & LIABILITY	23,647.17	50,000.00	-26,352.83	47.3%
SOCIAL SECURITY				
Payroll Taxes				
FICA	4,345.09	0.00	4,345.09	100.0%
Medicare	1,016.21	0.00	1,016.21	100.0%
Payroll Taxes - Other	0.00	8,400.00	-8,400.00	0.0%
Total Payroll Taxes	5,361.30	8,400.00	-3,038.70	63.8%
Total SOCIAL SECURITY	5,361.30	8,400.00	-3,038.70	63.8%
BUILDING & EQUIPMENT				
New Equipment	0.00	5,000.00	-5,000.00	0.0%
Computer and Maintenance	6,163.30	5,000.00	1,163.30	123.3%
Copiers	1,078.29	1,500.00	-421.71	71.9%
Custodian	0.00	0.00	0.00	0.0%
Supplies	0.00	0.00	0.00	0.0%
Grounds Maintenance	1,657.18	3,000.00	-1,342.82	55.2%
Landscaping	0.00	0.00	0.00	0.0%
Pest Control	0.00	0.00	0.00	0.0%
Repairs	4,520.99	5,000.00	-479.01	90.4%
Contingencies	0.00	500.00	-500.00	0.0%
Total BUILDING & EQUIPMENT	13,419.76	20,000.00	-6,580.24	67.1%
Total Expense	188,014.97	300,950.00	-112,935.03	62.5%
Net Income	103,806.24	-8,655.97	112,462.21	-1,199.2%

Robert J. Yuhas Jr., CPA, CFP
Kevin J. Huffman, CPA
Kevin R. Buckley, CPA
Tracie L. England, CPA
Cody R. Buckley, CPA
Daniel J. McGuire, CPA - Retired



Members: American
Institute of Certified
Public Accountants &
Illinois CPA Society

McGuire, Yuhas, Huffman & Buckley, P.C.

Certified Public Accountants & Consultants

To the Board of Directors
Maroa Public Library District

Management is responsible for the accompanying interim financial statements of Maroa Public Library District, which comprise the accompanying statements of assets, liabilities, and equity - modified cash basis of Maroa Public Library District as of May 31, 2022 and 2021 and the related statement of revenues and expenses - modified cash basis - for the one month ended May 31, 2022 and 2021 and the year to date ended May 31, 2022 and the related statement of revenues and expenses - YTD actual (eleven months) vs. FY22 budget (twelve months) - modified cash basis for the period ended June 30, 2022. We have performed a compilation engagement in accordance with Statements of Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the interim financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these interim financial statements.

The interim accompanying FY22 budget - modified cash basis information of Maroa Public Library District for the year ending June 30, 2022, (twelve months) that is presented in comparison with the statement of revenues and expenses - YTD actual has not been compiled or examined by us, and, accordingly, we do not express an opinion or any other form of assurance on it.

The interim financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all the disclosures ordinarily included in the interim financial statements prepared in accordance with the modified cash basis of accounting. If the omitted disclosures were included in the interim financial statements, they might influence the user's conclusions about Maroa Public Library District assets, liabilities, equity, revenues, and expenses. Accordingly, the interim financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Maroa Public Library District.

McGUIRE, YUHAS, HUFFMAN & BUCKLEY, P.C.
Decatur, Illinois

June 8, 2022

Maroa Public Library District
Statements of Assets, Liabilities & Equity - Mod. Cash Basis
As of May 31, 2022

	May 31, 22	May 31, 21
ASSETS		
Current Assets		
Checking/Savings		
General Corp Acct	141,484.43	121,810.58
Building Maint Acct	14,931.68	14,105.87
Insurance & Liab Acct	95,211.91	79,913.87
Social Security Acct	13,583.11	12,098.26
Special Reserve Acct	26,536.89	1,530.34
R F Library Fund Acct	5,920.95	5,917.98
Working Cash Acct	9,051.79	9,047.26
Roberta Foulke Reserve CD-SSB	100,000.00	100,000.00
Total Checking/Savings	406,720.76	344,424.16
Total Current Assets	406,720.76	344,424.16
TOTAL ASSETS	406,720.76	344,424.16
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Payroll Liabilities		
Fed/FICA/Med Payable	1,661.95	1,563.35
State Withholding Payable	423.47	345.22
Unemployment Taxes Payable	51.52	41.21
Retirement Payable	151.62	151.62
Total Payroll Liabilities	2,288.56	2,101.40
Total Other Current Liabilities	2,288.56	2,101.40
Total Current Liabilities	2,288.56	2,101.40
Total Liabilities	2,288.56	2,101.40
Equity		
Fund Balance - Corporate	226,129.94	189,244.01
Fund Balance - Liab. Insurance	69,194.10	39,330.86
Fund Balance - Social Security	10,996.04	9,563.21
Fund Balance - Equip & Bldg	11,470.70	10,175.10
Net Income	86,641.42	94,009.58
Total Equity	404,432.20	342,322.76
TOTAL LIABILITIES & EQUITY	406,720.76	344,424.16

Maroa Public Library District

Statements of Revenues & Expenses - Mod. Cash Basis

May 2022

	May 22	May 21	Jul '21 - May 22
Income			
Tax Levies			
Corporate	0.00	0.00	211,470.57
Liability Insurance	0.00	0.00	49,627.97
Social Security	0.00	0.00	7,942.96
Equipment & Building	0.00	0.00	16,875.33
Total Tax Levies	0.00	0.00	285,916.83
Income Per Capita-State Grants	0.00	0.00	4,231.78
Donations	0.00	0.00	701.25
Interest Income			
Interest Income - CD	149.59	149.59	300.00
Interest Income - Money Market	0.00	0.00	2.23
Interest Income - Corporate	6.48	4.98	99.40
Interest Income - Equip & Bldg	0.00	0.00	5.41
Interest Income - Liab Insur	0.00	0.00	37.01
Interest Income - Soc Sec	0.00	0.00	5.41
Total Interest Income	156.07	154.57	449.46
Misc. Income	128.25	240.56	806.21
Total Income	284.32	395.13	292,105.53
Expense			
CORPORATE FUNDS			
Materials			
Books	2,487.71	2,714.10	23,737.16
DVDs	211.53	410.30	1,016.56
E- Resources	0.00	14.00	10,237.40
Periodicals	183.00	36.16	800.51
Total Materials	2,882.24	3,174.56	35,791.63
Programs			
Children's Programs	101.39	1,235.93	4,060.06
Adult Programs	557.96	0.00	3,383.31
Summer Reading Program	540.00	0.00	1,493.87
Total Programs	1,199.35	1,235.93	8,937.24
Accounting Services	600.00	600.00	6,600.00
Legal Service	200.00	240.00	1,590.00
Legal Notice & Publications	0.00	0.00	357.70
Miscellaneous	0.00	0.00	10,000.00
Office Expense			
Equipment & Supplies	0.00	394.07	6,306.81
Service Charges and Fees	0.00	0.00	70.00
Membership	988.27	260.00	5,588.08
Postage	0.00	55.00	124.55
Professional Development	0.00	0.00	10.00
Total Office Expense	988.27	709.07	12,099.44
Payroll Expenses			
Payroll Gross	8,554.88	6,893.00	76,466.93
Payroll Expenses - Fees	10.50	17.50	136.50
Total Payroll Expenses	8,565.38	6,910.50	76,603.43

See Accountant's Compilation Report

Maroa Public Library District

Statements of Revenues & Expenses - Mod. Cash Basis

May 2022

	May 22	May 21	Jul '21 - May 22
Utilities			
Power	423.00	334.00	4,969.01
Telephone & Communications	367.79	373.34	3,680.85
Water	22.20	18.78	205.67
Total Utilities	812.99	726.12	8,855.53
Total CORPORATE FUNDS	15,248.23	13,596.18	160,834.97
INSURANCE & LIABILITY			
Safety			
Dir. Salary - Ins. Portion	0.00	279.16	1,954.12
Hourly	0.00	0.00	216.00
Supplies	137.54	0.00	9,879.71
Services	656.50	325.00	10,835.78
Total Safety	794.04	604.16	22,885.61
Insurance			
Unemployment Insurance	29.94	21.61	184.34
Liability Insurance	0.00	0.00	1,287.00
Total Insurance	29.94	21.61	1,471.34
Risk Management	0.00	0.00	114.20
Total INSURANCE & LIABILITY	823.98	625.77	24,471.15
SOCIAL SECURITY			
Payroll Taxes			
FICA	530.42	444.67	4,875.51
Medicare	124.05	104.00	1,140.26
Total Payroll Taxes	654.47	548.67	6,015.77
Total SOCIAL SECURITY	654.47	548.67	6,015.77
BUILDING & EQUIPMENT			
New Equipment	0.00	111.22	0.00
Computer and Maintenance	616.33	616.33	6,779.63
Copiers	106.13	105.26	1,184.42
Grounds Maintenance	0.00	0.00	1,657.18
Landscaping	0.00	147.76	0.00
Repairs	0.00	0.00	4,520.99
Total BUILDING & EQUIPMENT	722.46	980.57	14,142.22
Total Expense	17,449.14	15,751.19	205,464.11
Net Income	-17,164.82	-15,356.06	86,641.42

Maroa Public Library District
Stmt of Rev & Exp-YTD Actual vs FY22 Budget-Mod Cash Basis
July 2021 through June 2022

	Jul '21 - May 22	Budget	\$ Over Budget	% of Budget
Income				
Tax Levies				
Corporate	211,470.57	213,057.49	-1,586.92	99.3%
Liability Insurance	49,627.97	50,000.34	-372.37	99.3%
Social Security	7,942.96	8,002.44	-59.48	99.3%
Equipment & Building	16,875.33	17,001.98	-126.65	99.3%
Total Tax Levies	285,916.83	288,062.25	-2,145.42	99.3%
Income Per Capita-State Grants	4,231.78	4,231.78	0.00	100.0%
Donations	701.25	0.00	701.25	100.0%
Interest Income				
Interest Income - CD	300.00	0.00	300.00	100.0%
Interest Income - Money Market	2.23	0.00	2.23	100.0%
Interest Income - Corporate	99.40	0.00	99.40	100.0%
Interest Income - Equip & Bldg	5.41	0.00	5.41	100.0%
Interest Income - Liab Insur	37.01	0.00	37.01	100.0%
Interest Income - Soc Sec	5.41	0.00	5.41	100.0%
Total Interest Income	449.46	0.00	449.46	100.0%
Misc. Income	806.21	0.00	806.21	100.0%
Total Income	292,105.53	292,294.03	-188.50	99.9%
Expense				
CORPORATE FUNDS				
Materials				
Books	23,737.16	25,000.00	-1,262.84	94.9%
DVDs	1,016.56	5,000.00	-3,983.44	20.3%
E- Resources	10,237.40	20,000.00	-9,762.60	51.2%
Periodicals	800.51	1,600.00	-799.49	50.0%
Total Materials	35,791.63	51,600.00	-15,808.37	69.4%
Programs				
Children's Programs	4,060.06	5,750.00	-1,689.94	70.6%
Adult Programs	3,383.31	5,750.00	-2,366.69	58.8%
Summer Reading Program	1,493.87	3,000.00	-1,506.13	49.8%
Total Programs	8,937.24	14,500.00	-5,562.76	61.6%
Accounting Services	6,600.00	8,000.00	-1,400.00	82.5%
Legal Service	1,590.00	5,000.00	-3,410.00	31.8%
Legal Notice & Publications	357.70	750.00	-392.30	47.7%
Contingencies	0.00	9,000.00	-9,000.00	0.0%
Miscellaneous	10,000.00	10,000.00	0.00	100.0%
Office Expense				
Equipment & Supplies	6,306.81	5,000.00	1,306.81	126.1%
Service Charges and Fees	70.00	500.00	-430.00	14.0%
Membership	5,588.08	6,600.00	-1,011.92	84.7%
Postage	124.55	800.00	-675.45	15.6%
Professional Development	10.00	500.00	-490.00	2.0%
Total Office Expense	12,099.44	13,400.00	-1,300.56	90.3%
Payroll Expenses				
Payroll Gross	76,466.93	101,500.00	-25,033.07	75.3%
Payroll Expenses 1	0.00	0.00	0.00	0.0%
Payroll Expenses - Fees	136.50	500.00	-363.50	27.3%
Total Payroll Expenses	76,603.43	102,000.00	-25,396.57	75.1%
Utilities				
Power	4,969.01	4,500.00	469.01	110.4%
Telephone & Communications	3,680.85	3,500.00	180.85	105.2%
Water	205.67	300.00	-94.33	68.6%
Total Utilities	8,855.53	8,300.00	555.53	106.7%
Total CORPORATE FUNDS	160,834.97	222,550.00	-61,715.03	72.3%
INSURANCE & LIABILITY				
Safety				
Dir. Salary - Ins. Portion	1,954.12	8,000.00	-6,045.88	24.4%
Hourly	216.00	2,500.00	-2,284.00	8.6%
Supplies	9,879.71	7,000.00	2,879.71	141.1%
Services	10,835.78	7,000.00	3,835.78	154.8%
Total Safety	22,885.61	24,500.00	-1,614.39	93.4%
Insurance				
Commerical and Worker's Comp	0.00	400.00	-400.00	0.0%
Unemployment Insurance	184.34	200.00	-15.66	92.2%
Liability Insurance	1,287.00	5,400.00	-4,113.00	23.8%
Total Insurance	1,471.34	6,000.00	-4,528.66	24.5%

Maroa Public Library District
Stmt of Rev & Exp-YTD Actual vs FY22 Budget-Mod Cash Basis
July 2021 through June 2022

	Jul '21 - May 22	Budget	\$ Over Budget	% of Budget
Risk Management	114.20	15,500.00	-15,385.80	0.7%
Legal Fees	0.00	1,000.00	-1,000.00	0.0%
Contingencies	0.00	3,000.00	-3,000.00	0.0%
Total INSURANCE & LIABILITY	24,471.15	50,000.00	-25,528.85	48.9%
SOCIAL SECURITY				
Payroll Taxes				
FICA	4,875.51	0.00	4,875.51	100.0%
Medicare	1,140.26	0.00	1,140.26	100.0%
Payroll Taxes - Other	0.00	8,400.00	-8,400.00	0.0%
Total Payroll Taxes	6,015.77	8,400.00	-2,384.23	71.6%
Total SOCIAL SECURITY	6,015.77	8,400.00	-2,384.23	71.6%
BUILDING & EQUIPMENT				
New Equipment	0.00	5,000.00	-5,000.00	0.0%
Computer and Maintenance	6,779.63	5,000.00	1,779.63	135.6%
Copiers	1,184.42	1,500.00	-315.58	79.0%
Custodian	0.00	0.00	0.00	0.0%
Supplies	0.00	0.00	0.00	0.0%
Grounds Maintenance	1,657.18	3,000.00	-1,342.82	55.2%
Landscaping	0.00	0.00	0.00	0.0%
Pest Control	0.00	0.00	0.00	0.0%
Repairs	4,520.99	5,000.00	-479.01	90.4%
Contingencies	0.00	500.00	-500.00	0.0%
Total BUILDING & EQUIPMENT	14,142.22	20,000.00	-5,857.78	70.7%
Total Expense	205,464.11	300,950.00	-95,485.89	68.3%
Net Income	86,641.42	-8,655.97	95,297.39	-1,000.9%

Compilation Procedures, Review, and Approval Form for Recurring Interim Engagements

Client: Maroa PL District Completed by: _____ Year-end: _____

Month

PROCEDURE

1 2 3 4 5 6 7 8 9 10 11 12

1. Determine whether there are any reasons why we should reevaluate whether to continue performing this engagement.

CU CW CU CW CU CW CU CU CU CW CW CW

Consideration should be given to any change in independence, including performing nonattest services or performing multiple services, and whether the "Engagement Independence Compliance and Nonattest Services Documentation Form" at Appendix 20 should be completed. Section 214 provides guidance on nonattest services and determining situations that might impair independence.

2. Determine whether an engagement letter that establishes an understanding with the client has been obtained, signed by the accountant and management, and is included in the compilation documentation.

CU CW CU CW CU CU CW CU CU CW CW CW

3. If necessary, update our understanding of the applicable financial reporting framework and significant accounting policies to be used in the preparation of the interim financial statements.

CU CW CU CW CU CU CU CU CU CU CU CU

4. Read the interim financial statements for proper form and obvious material errors.

CU CW CU CW CU CU CU CU CU CU CU CU

5. Draft the accountant's report and determine whether it is appropriate under the circumstances.

CU CW CU CW CU CU CU CU CU CU CU CU

6. If the interim financial statements are not in proper form or contain obvious material errors, revise the interim financial statements, modify the report, or consider whether we should withdraw from the engagement.

CU CW CU CW CU CU CU CU CU CU CU CU

Month

PROCEDURE

1 2 3 4 5 6 7 8 9 10 11 12

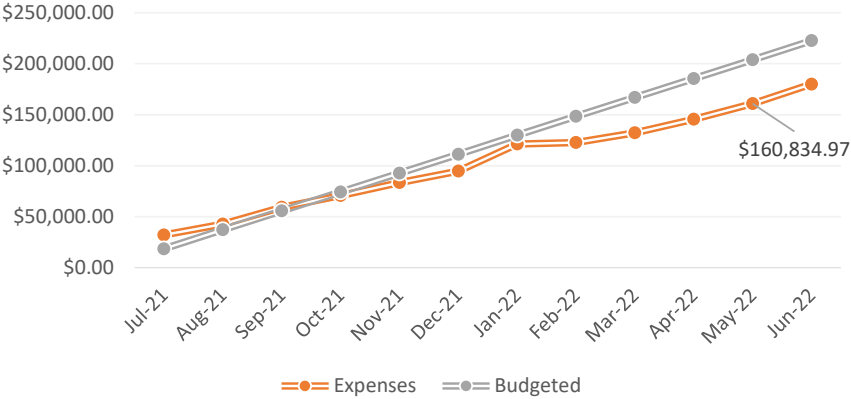
7. In-charge Accountant. All procedures and workpapers have been completed to my satisfaction and are in accordance with firm policy. Documentation required by AR-C 80A.40 has been prepared. All documentation has been prepared in sufficient detail to provide a clear understanding of the work performed.

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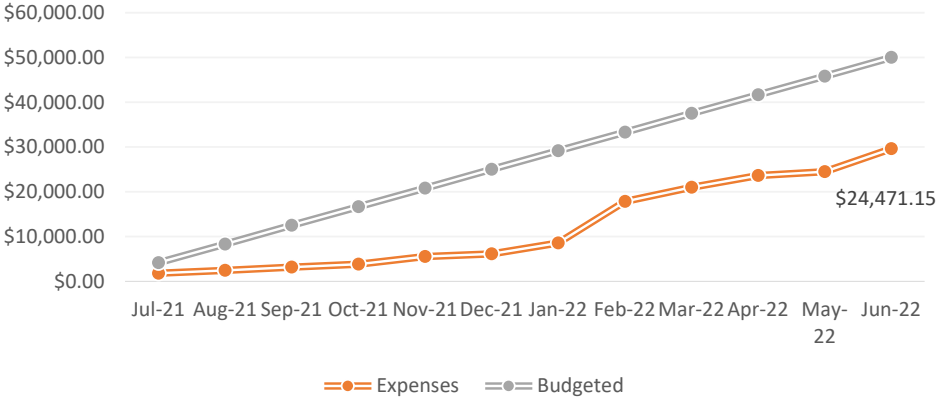
8. Partner or Designated Reviewer. I have reviewed this checklist. I have also read the interim financial statements and our report. The interim financial statements appear to be appropriate in form and free from obvious material errors. Our report is appropriate in the circumstances.

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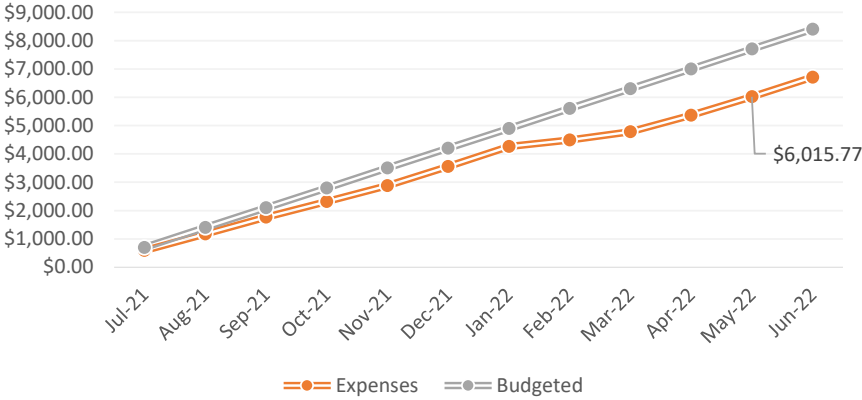
CORPORATE



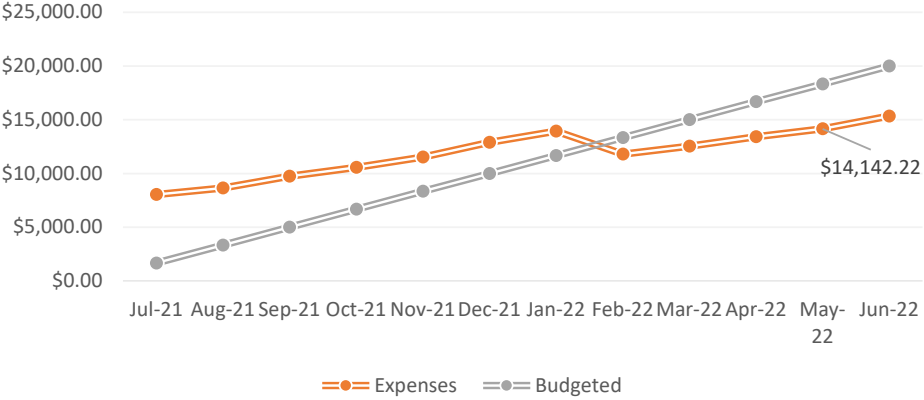
INSURANCE & LIABILITY



SOCIAL SECURITY



BUILDING & MAINTENANCE



Item	Deposit Type	Amount	Check Number	Company/Person	Sub	Description				
1	Cash	\$78.25	N/A	Corporate	Cash Drawer					
2	Check	\$149.59	401685	Corporate			CD Interest			
3	Check	\$50.00	8576	Corporate	Programming	Childrens	Egg Hunt Donation	Maroa Lumber Company		
	Total	\$277.84								
Item	Company	Amount	General	Sub	Specific	Description	Check Number	Billing Date	Due Date	Payment Mailed
0	Maske's Organic Gardening	\$260.00	Corporate	Programming	Adult	Garden Compost	13545	4/26/2022	4/26/2022	4/26/2022
1	Baker & Taylor	\$1,287.81	Corporate	Materials	Books		13552	4/15/2022-4/28/2022	5/15/2022	5/3/2022
2	Amazon	\$121.59	Corporate	Materials	DVDs		13549	4/10/2022	5/10/2022	5/3/2022
2	Amazon	\$89.94	Corporate	Office Expense	Supplies	Laminating/Batteries/DVD Cleaner	13556	4/10/2022	5/10/2022	5/3/2022
3	Illinois Library Association	\$85.00	Corporate	Office Expense	Memberships		13556	n/a	6/30/2022	5/3/2022
4	American Library Association	\$175.00	Corporate	Office Expense	Memberships		13551	4/19/2022	6/30/2022	5/3/2022
5	Ameren	\$423.00	Corporate	Utilities	power		13550	4/27/2022	6/27/2022	5/3/2022
6	Frontier	\$367.79	Corporate	Utilities	Telecommunication		13554	4/16/2022	5/10/2022	5/3/2022
7	City of Maroa	\$22.20	Corporate	Utilities	water		13553	4/20/2022	5/17/2022	5/3/2022
8	Visa (Sara)	\$10.00	Corporate	Materials	Periodicals	Past month discrepancy	13546	4/10/2022	5/4/2022	5/3/2022
9	Maroa Lumber Company	\$137.54	Ins/Lia	Safety	Supplies	Walkways/Rust safety	13557	4/29/2022	5/29/2022	5/3/2022
10	GFL	\$19.50	Ins/Lia	Safety	Services	Trash Removal	13555	4/20/2022	5/20/2022	5/3/2022
Item	Company	Amount	General	Sub	Specific	Description	Check Number	Billing Date	Due Date	Payment Mailed
1	Baker & Taylor	\$1,129.43	Corporate	Materials	Books		13560	5/5/22-5/12/22	6/4/22-6/11/22	5/17/2022
2	Cengage	\$70.47	Corporate	Materials	Books		13562	4/19/2022	5/19/2022	5/17/2022
3	Airwalk Action	\$540.00	Corporate	Programs	Summer Reading	Inflatables	13559	5/3/2022	7/14/2022	
4	Visa - Kristy	\$166.25	Corporate	Programs	Adult	Snacks Supplies Prize	13567	5/10/2022	6/4/2022	
4	Visa - Kristy	\$44.98	Corporate	Programs	Children	Games	13567	5/10/2022	6/4/2022	
5	Visa - Sara	\$183.00	Corporate	Materials	Periodicals	Annual Epoch Times/USA Today	13568	5/10/2022	6/4/2022	

5	Visa - Sara	\$131.71	Corporate	Programs	Adult	Garden Plants/Seeds	13568	5/10/2022	6/4/2022	
5	Visa - Sara	\$46.41	Corporate	Programs	Children	Egg Hunt Snacks	13568	5/10/2022	6/4/2022	
5	Visa - Sara	\$728.27	Corporate	Office Expense	Memberships	Skylight, Wix, Sams, Canva	13568	5/10/2022	6/4/2022	
6	Kavanagh Scully	\$200.00	Ins/Lia	Legal Fees		Security Policy Review	13563	5/4/2022	6/3/2022	5/17/2022
7	MYHB	\$600.00	Corporate	Accounting Services			13565	3/31/2022		5/17/2022
8	Thoms Plumbing	\$312.00	Ins/Lia	Safety	Services	HVAC Conditioning	13566	4/29/2022		5/17/2022
9	Lazerware	\$616.33	Building	Equipment	Computers	Lease and maintenance	13564	5/9/2022	6/8/2022	5/17/2022
10	Watts	\$106.13	Building	Equipment	Printer		13569	5/10/2022	6/8/2022	5/17/2022
11	ESS	\$325.00	Ins/Lia	Safety	Cleaning		13561	5/1/2022	6/1/2022	5/17/2022
PAYROLL										
		\$3,718.23	Corporate	Payroll Expenses	Payroll Gross	May 1 - May 15				
		\$4,593.17	Corporate	Payroll Expenses	Payroll Gross	May 16 - May 31				
	Total	\$8,311.40								
		\$5.25	Corporate	Payroll Expenses	Payroll Expenses - Fees	May 1 - May 15				
		\$5.25	Corporate	Payroll Expenses	Payroll Expenses - Fees	May 16 - May 31				
	Total	\$10.50								
		\$0.00	Corporate	Payroll Expenses	SEP Employer Contribution	May 1 - May 15				
		\$0.00	Corporate	Payroll Expenses	SEP Employer Contribution	May 16 - May 31				

2022/23 Split Year Calendar

Calendarpedia
Your source for calendars

July 2022						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2022						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				




February 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

-  Board Meetings 6:30PM
-  Library Closed
-  Federal Holidays

Patron Conduct Ordinance

07/15/2019| Revision 01

Maroa Public Library District is dedicated to providing access to knowledge and information through reading, writing and quiet contemplation, and providing for patrons the right to use materials and services without being disturbed or impeded and providing patrons and employees with a secure and comfortable environment. The Public Library District Act provides the Board of Library Trustees with the general power to carry out the spirit and intent of the Act in establishing and maintaining the Library and providing library services, and the specific power to "exclude from the use of the library any persons who willfully violates an ordinance or regulation prescribed."

The Board of Library Trustees of the Maroa Public Library District establishes its conduct ordinance as follows:

Section 1

A patron who engages in any activity that materially disrupts the use of the library facilities, collections or services by patrons or materially disrupts the ability of the staff to perform its duties shall cease such activity immediately upon request by library personnel.

Section 2

In such instances involving minors, identification will be requested and the incident may be reported to the parent or guardian.

Section 3

If, following a request, the patron fails or refuses to comply, or responds to the request in an abusive fashion, he or she will be required to leave the library premises immediately for the balance of that calendar day. If he or she fails to leave, the police will be summoned.

Section 4

Library personnel will record instances in which patrons are required to leave the library in a ledger maintained by the Library for that purpose. Upon the first recorded instance in which a patron is required to leave the library premises within a thirty-day period, the Director shall bar the patron from use of library premises for a period of thirty days. Parents or guardians of minors will be notified in writing after the first recorded instance in which a minor is required to leave the Library and advised of the consequences of any further recorded instances.

Section 5

Parents wishing to appeal such action may do so upon written request to the Board of Library Trustees.

Section 6

In the event a patron barred from the Library attempts entry to the Library during any such period of exclusion, the police will be summoned and informed of the prior action.

Section 7

In the event the patron persists in abusive conduct or disruptive behavior following such a period of exclusion, the Director shall report to the Board of Library Trustees such conduct following prior exclusion and the Board will consider a long-term exclusion of that patron.

Section 8

This Ordinance shall take effect immediately upon enactment and approval according to law and be in full force and effect thereafter, a copy shall be posted within three days of enactment at the Library and the Secretary shall maintain a certified copy in the official records of the Library available for public inspection.

Maroa Public Library District

305 E. Garfield St., Maroa, IL 61756 | 217.794.5111 | maroalibrary@gmail.com



UNACCEPTABLE BEHAVIOR LIST

- Any behavior that disrupts or interferes with the operation, safety, or use of the Library is prohibited.
- Behavior that can be cause for removal by the Library staff and/or Police includes but is not limited to: physical abuse; assault of a person; abusive, threatening, or obscene language; running; fighting; gathering in loud groups; loud telephone conversations; noise emitting devices; or blocking other patron access points.
- Improper acts that are subject to prosecution under any civil or criminal code is prohibited.
- Individuals who may be under the influence of a substance and/or disorderly shall be asked to leave the Library.
- Use of any object or device that emits smoke or any form of vapor is not permitted inside any Library building. Usage of such devices outside of the building must conform to the Illinois Compiled Statutes.
- Sleeping or loitering is not permitted on Library property.
- Solicitation of any type is prohibited.
- Eating/drinking in the Library's buildings is prohibited unless done within an approved Library activity.
- Shirts and shoes must be worn on Library property at all times.
- Service and therapy dogs with documentation are allowed for disabled persons; other animals must remain outside of the Library's buildings.
- Children under eight (8) years of age cannot be left unattended on Library property. Please refer to the Library's Safety of Children Policy for more details.

Patrons will be warned one time of their unacceptable behavior, the second time they will be asked to leave for the day. If this occurs two times within a thirty-day period, patron will be banned for thirty-days, as stated above in Section 4.

Original Policy 00 9/14/2011

Revised 6/17/2019

	Account Balances As of 6/16/2022	June 2022 Expenses (Best Estimate)	Incomplete 2022 Approved Projects	Account Balance After Planned Expenses	FY 21-22 Remaining Budget
Corporate	\$ 135,072	\$ 19,185	\$ 13,050	\$ 102,837	\$ 12,530
Ins/Lia	\$ 94,488	\$ 5,142	\$ 21,400	\$ 67,946	\$ 20,387
Working Cash	\$ 9,052	\$ -	\$ -	\$ 9,052	\$ -
Bldg/Maint	\$ 14,209	\$ 1,202	\$ 5,800	\$ 7,207	\$ 4,656
Special Reserve	\$ 26,537	\$ -	\$ -	\$ 26,537	\$ -
Social Security	\$ 12,929	\$ 695	\$ -	\$ 12,234	\$ -
RFD	\$ 5,921	\$ -	\$ -	\$ 5,921	\$ -

FY 21-22	Macon	Dewitt	Grants	Special Reserve	FY 21-22 Additional Income	Incomplete 2022 Approved Projects	Total
Corporate	\$ 196,493.11	\$ 24,700.89	\$ 2,600.00		\$ 1,000.00	\$ 13,050	\$ 237,844.00
Bldg Maint	\$ 15,719.45	\$ 1,976.07	\$ 4,231.78	\$ 25,000.00	\$ -	\$ 5,800	\$ 52,727.30
Liability Ins	\$ 44,423.16	\$ 5,584.38				\$ 21,400	\$ 71,407.54
Social Sec	\$ 8,001.20	\$ 1,005.82					\$ 9,007.02
Total	\$ 264,636.92	\$ 33,267.16	\$ 6,831.78	\$ 25,000.00	\$ 1,000.00	\$ 40,250.00	\$ 370,985.86

			FY21-22	Estimated	FY 22-23
			Working Budget	Spent 21-22	Working Budget
Total			\$300,950.00	\$231,688.75	\$370,600.00
Corporate Funds			\$222,550.00	\$180,020.42	\$237,500.00
	Materials		\$51,600.00	\$41,060.24	\$54,600.00
		Books	\$25,000.00	\$25,225.28	\$27,000.00
		DVDs	\$5,000.00	\$2,213.65	\$5,000.00
		Electronic Materials	\$20,000.00	\$12,156.81	\$21,000.00
		Periodicals	\$1,600.00	\$1,464.50	\$1,600.00
	Programs		\$14,500.00	\$11,868.13	\$14,500.00
		Children's Programs	\$5,750.00	\$4,060.06	\$5,750.00
		Adult Programs	\$5,750.00	\$5,160.51	\$5,750.00
		Summer Reading Program	\$3,000.00	\$2,647.56	\$3,000.00
	Accounting Services		\$8,000.00	\$7,200.00	\$8,000.00
	Legal Service		\$5,000.00	\$1,390.00	\$5,000.00
	Legal Notice & Publications		\$750.00	\$357.70	\$750.00
	Contingencies		\$9,000.00	\$0.00	\$10,000.00
	Miscellaneous		\$10,000.00	\$10,030.96	\$10,000.00
	Office Expense		\$13,400.00	\$13,339.91	\$14,400.00
		Supplies	\$5,000.00	\$7,278.08	\$6,000.00
		Service Charges & Fees	\$500.00	\$94.00	\$500.00
		Memberships	\$6,600.00	\$5,588.08	\$6,600.00
		Postage	\$800.00	\$369.75	\$800.00
		Staff and Board development	\$500.00	\$10.00	\$500.00
		Equipment		\$0.00	
	Payroll Expenses		\$102,000.00	\$84,927.31	\$107,500.00
		Payroll Gross	\$101,500.00	\$84,780.31	\$103,790.00
		Payroll Expenses - Fees	\$500.00	\$147.00	\$500.00
		SEP Employer Contribution	\$0.00	\$0.00	\$3,210.00
	Utilities		\$8,300.00	\$9,846.17	\$12,750.00
		Power	\$4,500.00	\$5,392.01	\$8,850.00
		Telephone & Communications	\$3,500.00	\$4,226.29	\$3,600.00
		Water	\$300.00	\$227.87	\$300.00
Special Reserve Fund			\$0.00	\$0.00	\$0.00
Insurance & Liability			\$50,000.00	\$29,613.44	\$71,400.00
	Risk Management Total		\$40,000.00	\$24,323.91	\$59,400.00
Risk Management			\$15,500.00	\$145.57	\$15,500.00
	Safety		\$24,500.00	\$24,178.34	\$43,900.00
		Director's Salary	\$8,000.00	\$2,726.74	\$4,100.00
		Hourly	\$2,500.00	\$216.00	\$2,500.00
		Supplies	\$7,000.00	\$10,074.82	\$18,650.00
		Services	\$7,000.00	\$11,160.78	\$18,650.00
		Safety-Other	\$0.00	\$0.00	\$0.00
	Insurance		\$6,000.00	\$5,089.53	\$8,000.00
		Commercial & Worker's Comp	\$400.00	\$458.65	\$800.00
		Unemployment Insurance	\$200.00	\$212.69	\$400.00
		Liability Insurance and Bond	\$5,400.00	\$4,418.19	\$6,800.00

	Legal Fees	\$1,000.00	\$200.00	\$1,000.00
	Contingency	\$3,000.00	\$0.00	\$3,000.00
Social Security		\$8,400.00	\$6,710.83	\$9,000.00
Building & Equipment		\$20,000.00	\$15,344.06	\$52,700.00
	Equipment	\$5,000.00	\$0.00	\$5,000.00
	Computer Maintenance	\$5,000.00	\$6,982.60	\$8,000.00
	Copier	\$1,500.00	\$1,443.29	\$2,000.00
	Contingency	\$500.00	\$250.00	\$29,000.00
	Grounds Maintenance	\$3,000.00	\$2,147.18	\$3,000.00
	Landscaping	\$0.00	\$0.00	\$700.00
	Repairs/Maintenance	\$5,000.00	\$4,520.99	\$5,000.00
Total		\$300,950.00	\$231,688.75	\$370,600.00