



**Normal Public Library—Board of Trustees
Monthly Meeting Agenda**

**April 17, 2024 at 6 p.m.
Town of Normal, City Hall, Multi-Purpose Room 409**

1. Review of the Agenda: Corrections or Additions
2. President’s Report
3. Public Comment
4. Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning, Capital Project]
5. Library Director’s Report
6. OMNIBUS VOTE AGENDA
(All items under the Omnibus Vote Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussions of these items unless a Board Member so requests, in which event, the item will be removed from the Omnibus Vote Agenda and considered as the first item after approval of the Omnibus Vote Agenda.)
 - A. Approval of the Minutes of the Regular Board Meeting of March 20, 2024
 - B. Approval of Normal Public Library Expenditures for Payment as of April 10, 2024
 - C. Approval of Board Meeting Schedule 2024-2025
7. ITEMS REMOVED FROM THE OMNIBUS VOTE AGENDA
8. NEW BUSINESS
 - A. Liability Insurance Renewal (Action)
 - B. IGA establishing Resource Sharing Alliance and Authorizing Membership in Resource Sharing Alliance
 - C. Project Update
9. UNFINISHED BUSINESS
10. Suggested Items for the Next Agenda
 - A. Approval of IPLAR Report
11. Board Comments and Concerns
12. Next Meeting Date: May 15, 2024
13. Adjournment

Final vote or action may be taken at the meeting on any agenda item subject matter listed above, unless the agenda line item specifically state otherwise.

The Board of Trustees Normal Public Library may attend Normal Town Council meeting, work sessions and other events, as scheduled.

Minutes of the Board of Trustees

Normal Public Library

March 20, 2024

Call to order: A regular meeting of the Board of Trustees of the Normal Public Library was held in the Board Room of the Normal Public Library, Normal, Illinois on Wednesday, March 20th, 2024. The meeting convened at 6:00 pm, President Beth Robb, presiding.

Members Present: Beth Robb, President, Katelyn Trunnell, Vice President, Erin Ripley-Gataric, Secretary, Lynda Lane, Treasurer, Amy Ersland, Dylan Hile-Broad, Terry Lindberg

Members Absent:

Library Staff Present: John Fischer, Library Director, Jennifer Williams, Laura Golaszewski

Community Members Present:

1. **Review of the Agenda:** No corrections or additions
2. **President's Report:** None
3. **Public Comment:** None
4. **Committee and Liaison Reports [Foundation; Library Advocacy; Library Planning; Capital Project]:**

Foundation: Met, will continue to meet with Pat Grogg.

Library Advocacy: None

Library Planning: Meeting scheduled for April 26, 2024.

Capital Project Committee: None

5. **Library Director's Report:** Mr. Fischer discussed the items in his report.
6. **OMNIBUS VOTE AGENDA**
 - A. Approval of the Minutes of the Regular Board Meeting of February 26, 2024
 - B. Report to Receive and File Normal Public Library Expenditures for Payment, including \$171,069.14 for two payrolls, and \$83,267.95 for expenditures as of March 13, 2024.
 - C. Approval of Freedom of Information Act (FOIA) Policy

Ms. Lane moved to approve all items on the Omnibus Vote Agenda, Ms. Ersland seconded.

Motion passed 6-0 (Ms. Trunnell was called away and abstained)

7. **ITEMS REMOVED FROM THE OMNIBUS VOTE AGENDA**

No items were removed from the Omnibus Vote Agenda.

8. **NEW BUSINESS**

- A. Approval of Lease agreement and authorize the Library Director to enter a contract with Busey Bank in the amount of \$3,000 per month including security deposit (Action)

Ms. Lane moved to approve, Ms. Erslund seconded.

Motion passed 6-0 (1 abstaining)

- B. Approval to waive the formal bidding process and approve payment to Scientel Solutions, LLC in for a network upgrade in the amount of \$46,573 and associated budget adjustment (Action)

Mr. Lindberg moved to approve, Ms. Lane seconded.

Motion passed 7-0

- C. Executive Session: [5 ILCS 120/2/(c)(1)] Personnel
- D. Executive Session: [5 ILCS 120/2(c)(21)] Six-Month Review of Executive Session Minutes

Ms. Ripley-Gataric motioned to not release executive session minutes. Ms. Trunnell seconded.

Motion passed 7-0.

9. **UNFINISHED BUSINESS**

None

10. **Suggested Items for Next Agenda**

11. **Board Comments and Concerns**

12. **Next Meeting Date:** April 17, 2024 at Uptown Station, Fourth Floor conference room

13. **Adjournment**

Ms. Robb adjourned the meeting at 7:07 pm.

Secretary

Date

Director's Report
April 17, 2024

1. Monthly Financial Report

Revenue: The March operating revenues were down .76% compared to this time last year.

Expenses: A report showing expenses totaling \$96,436.85 from March 14 to April 10, 2024 is included in this packet. Two payrolls (March 15 and 29) totaled \$171,326.89.

2. Circulation

Total circulation for March was 66,282, down 8% from March 2023.

3. Personnel

Recruitment has started for our open Office Associate position with interviews in the next week. We will be posting our new librarian position in the next two weeks with most of recruitment for that in May.

4. Staff Development Day

We are hosting a staff development day for all staff, Friday, April 19. The library will be closed to the public for this purpose.

5. Capital Project Update

201 W College Ave is open and running smoothly as our temporary branch location thanks to staff, and especially Laura, Enoch, and Bob. The crews are at work in the east side of the library with interior walls constructed and a seal created so that staff can work from the west side. Abatement is phased for floors 1 and 2 simultaneously, then the basement. McKee Environmental is under contract and on site.

6. Resource Sharing Alliance IGA

On the agenda for discussion is the Intergovernmental Agreement for the Resource Sharing Alliance, due in June 2024. I will be seeking approval of this agreement at the May Trustee meeting.

7. Library Planning Committee

Our next meetings are scheduled for April 26, July 26, and October 25.

8. Economic Interest

Statements of Economic interest are due. Please complete these by May 1.

9. Professional Development

- I am enrolled in a three part course from RAILS on DIY Strategic Planning with Amanda Standerfer from Fast Forward Libraries. Our current plan is 2021-2024.
- I am serving on the RSA Board Nominating Committee, wrapping up soon.
- As a part of the presentation Illinois Libraries—Agencies of Impact, I will be speaking at ILA this year in coordination with other RAILS libraries specifically on the topic of auto-renewals and being fine free and how that benefits our community.



Revenue & Expense Report

Account

All

Fiscal Year

FY2023-24

APM

0

12

April - March

Revenue

YTD Revenue Pivot

YTD Revenue Bar Chart

Revenue Transaction Log

Fund	Current Year Approved Budget	Current Year Revised Budget	Current Year Revenue	Current Year Revenue % of Budget	Previous Year Revenue	Revenue % Change from Previous Year
221-Library Fund	4,439,097.00	4,420,649.00	4,371,300.76	98.88%	4,423,320.07	-1.18%
31110-Property Tax	3,962,164.00	3,962,164.00	3,945,185.32	99.57%	3,897,482.01	1.22%
31530-State Replacement Revenue	357,600.00	300,100.00	256,433.05	85.45%	345,440.09	-25.77%
33260-State Grants	77,433.00	90,185.00	86,573.58	96.00%	119,887.79	-27.79%
34720-Photocopy Fees	2,000.00	8,400.00	7,336.72	87.34%	8,977.80	-18.28%
34750-Replacements Books/AV	3,500.00	4,800.00	4,281.79	89.20%	8,334.91	-48.63%
38210-Investment Income	36,000.00	50,000.00	67,575.69	135.15%	37,857.30	78.50%
38530-Donations	200.00	1,000.00	796.85	79.69%	1,790.00	-55.48%
38910-Miscellaneous	200.00	4,000.00	3,117.76	77.94%	3,550.17	-12.18%
222-Library Replacement Fund	117,698.00	117,698.00	99,881.01	84.86%	97,920.94	2.00%
38210-Investment Income	20,300.00	20,300.00	35,006.01	172.44%	20,304.94	72.40%
39192-Transfer From	97,398.00	97,398.00	64,875.00	66.61%	77,616.00	-16.42%
223-Library Special Reserve	9,900.00	34,500.00	26,841.35	77.80%	11,074.47	142.37%
38210-Investment Income	7,400.00	32,000.00	26,841.35	83.88%	11,074.47	142.37%
38910-Miscellaneous	2,500.00	2,500.00				
Total	4,566,695.00	4,572,847.00	4,498,023.12	98.36%	4,532,315.48	-0.76%



Revenue & Expense Report

Account

All

Fiscal Year

FY2023-24

APM

0

12

April - March

Expense

YTD Expense Pivot

YTD Expense Bar Chart

Expense Transaction Log

Fund	Current Year Approved	Current Year Revised	Current Year Spent	Current Year Encumbrance	Current Year Expense and Encumbrance	Budget Balance	Previous Year Expense	Percent Remaining Current Year
221-Library Fund	4,362,783.00	4,937,989.00	2,780,282.62	200,751.87	2,981,034.49	1,956,954.51	3,314,812.94	39.63%
10-Administration	4,362,783.00	4,937,989.00	2,780,282.62	200,751.87	2,981,034.49	1,956,954.51	3,314,812.94	39.63%
222-Library Replacement Fund	89,280.00	1,729,280.00	19,583.31	0.00	19,583.31	1,709,696.69	71,097.96	98.87%
10-Administration	89,280.00	1,729,280.00	19,583.31	0.00	19,583.31	1,709,696.69	71,097.96	98.87%
223-Library Special Reserve	1,000.00	1,835,600.00	3,610.00	72,211.03	75,821.03	1,759,778.97	39,321.65	95.87%
10-Administration	1,000.00	1,835,600.00	3,610.00	72,211.03	75,821.03	1,759,778.97	39,321.65	95.87%
Total	4,453,063.00	8,502,869.00	2,803,475.93	272,962.90	3,076,438.83	5,426,430.17	3,425,232.55	63.82%

Report to Receive and File Town of Normal Expenditures for Payment as of 03/14/2024-04/10/2024

Library Fund

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ILLINOIS DEPARTMENT OF REVENUE	SALES TAX PAYMENT	206.00
US BANK/P-CARD	1000 BOOKS - PRIZES	424.53
US BANK/P-CARD	ADLT READING CHALL. (300)	155.50
US BANK/P-CARD	ALL PRGM - DIA SPL-FD SPL	102.50
US BANK/P-CARD	FOUNDATION MAIL	6.27
US BANK/P-CARD	READING CHALL. PRIZE (14)	245.00
US BANK/P-CARD	SCAVENGER HUNTS - PRIZES	30.91
US BANK/P-CARD	WINTER READING PRIZE (12)	120.00
US BANK/P-CARD	WINTER READING PRIZE (17)	170.00
US BANK/P-CARD	WINTER READING PRIZES (6)	60.00
US BANK/P-CARD	WINTER READING PRIZES (7)	70.00
US BANK/P-CARD	YOGA - BLOCKS-WIPES 18-75	167.56
Library Fund	- Total	1,758.27

Library Fund Library Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
ACE HARDWARE	FUEL LEAF BLOWER	129.99
AMERENIP	AMEREN E-CHECK CORRECTION	1,498.79
AMERENIP	AMEREN ECHECK CORRECTION	-1,498.79
AMERENIP	JAN 24 UTILITIES	516.83
BAKER & TAYLOR COMPANIES	ADULT BOOKS	1,928.86
BAKER & TAYLOR COMPANIES	CHILDREN'S BOOKS	2,218.46
BAKER & TAYLOR COMPANIES	JAN 24 UTILITIES	194.28
BAKER & TAYLOR COMPANIES	YA BOOKS	579.04
BAKER & TAYLOR CONTINUATION	ADULT BOOKS - REF	177.36
BILL'S KEY & LOCK SHOP	2 KEYS	5.52
BLACKSTONE PUBLISHING	AUDIO BOOKS	73.90
BOUND TO STAY BOUND BOOKS INC	CHILDREN'S BOOKS	17.19
BRIDGEALL LIBRARIES LIMITED	CHQ-RENEWAL 4/2024-4/25	5,250.00
BUSEY BANK	1ST MO RENT PLUS SECURITY	6,000.00
CENGAGE LEARNING INC	ADULT BOOKS	667.25
CENTER POINT LARGE PRINT	ADULT BOOKS - LRG PRINT	72.00
CIRBN, LLC	INTERNET	76.08
CIRBN, LLC	INTERNET SERVICE MONTHLY	76.08
DEPT OF INNOVATION & TECHNOLOGY	COMMUNICATION CHRGS 2/29	50.00
EBSCO SUBSCRIPTION SERVICES	CONSUMER REPORTS RENEWAL	2,707.00
FRONTIER	MONTHLY PHONE BILL	255.84

Report to Receive and File Town of Normal Expenditures for Payment as of 03/14/2024-04/10/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
HEYL,ROYSTER,VOELKER & ALLEN, P.C.	2/23/2024 SERVICE	200.00
KAEB SANITARY SUPPLY INC	CORDLESS UPRIGHT VACUUM	831.27
Kristi Cates	SUPPLIES FOR PROGRAM:TAKE	-28.73
LYNGSOE SYSTEMS, INC.	RELOCATION OF SORTER	4,584.00
MCCARTHY PIANO LLC	PIANO TUNING	100.00
MENARDS	CLEANING/MOVING SUPPLIES	350.81
MENARDS	STORAGE BOXES/CLEANING SU	182.83
MENARDS	WALL HANGING SUPPLIES	33.97
MIDLAND PAPER	PRINTER PAPER/CARDSTOCK	1,033.50
MORNINGSTAR INC	RENEWAL 5/24/24-5/24/25	3,442.00
NEW YORK TIMES COMPANY	RENEWAL 3/8/24-3/6/25 DIG	2,418.00
NICOR GAS	FEB 24 UTILITIES	468.72
NICOR GAS	JAN 2024 UTILITIES	863.01
OVERDRIVE, INC	DIGITAL CONTENT	1,248.47
PANTAGRAPH	NPL FY25 RENEWAL 52 WEEKS	1,116.00
PIP PRINTING	RENOVATION POSTER	64.73
PLAYAWAY PRODUCTS LLC	ADULT PLAYAWAY	393.69
TODAYS BUSINESS SOLUTIONS TBS INC	ANNUAL LICENSE/SUPPORT	930.00
UNIQUE MANAGEMENT SERVICES INC	FEB PLACEMENTS	86.00
US BANK/P-CARD	3D PRINT - MEM. CARDS (5)	31.28
US BANK/P-CARD	3D PRINTER FILAMENT BLAC	24.99
US BANK/P-CARD	3D PRINTER FILAMENT BLUE	24.99
US BANK/P-CARD	3D PRINTER FILAMENT RED	24.99
US BANK/P-CARD	AD PRGM - DIY SUPPLY	75.64
US BANK/P-CARD	AD PRGM - PPR CRFTNG SPL	11.99
US BANK/P-CARD	AD PRGM - TAKE & MAKE SPL	197.44
US BANK/P-CARD	ADLT BKS - PATRON REQ (1)	24.95
US BANK/P-CARD	ADLT BKS - PATRON REQ (2)	69.67
US BANK/P-CARD	ADULT PRGM - DIY SUPPLY	28.27
US BANK/P-CARD	ALA RENEW REG-PLA SHOULTS	247.00
US BANK/P-CARD	ALL PGM - PINS NEEDLE SPL	14.48
US BANK/P-CARD	BACKFLOW TESTS 2-13 (4)	450.00
US BANK/P-CARD	BATTERY RECYCLE (19)	14.25
US BANK/P-CARD	BOOK BRUNCH FD SPL	10.45
US BANK/P-CARD	CAN LINERS (1 000)	118.90
US BANK/P-CARD	CAN LINERS (100)	51.18
US BANK/P-CARD	CAR WASH (1)	16.00
US BANK/P-CARD	CH PGM - CODE CLUB FD SPL	22.97

Report to Receive and File Town of Normal Expenditures for Payment as of 03/14/2024-04/10/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
US BANK/P-CARD	CH PGM - FAMILY CODER SPL	13.60
US BANK/P-CARD	CH PGM - MAKER ACADEMY SP	50.96
US BANK/P-CARD	CH PRGM - MEOW MIXER SPL	57.50
US BANK/P-CARD	CH PRGM - READY SET SPL	14.94
US BANK/P-CARD	CH PRGM - SPRING BRK SPL	7.99
US BANK/P-CARD	DOOR CLOSER - RETURN (1)	-74.91
US BANK/P-CARD	DVD (1)	43.01
US BANK/P-CARD	DVDS (1)	18.99
US BANK/P-CARD	DVDS (2)	34.97
US BANK/P-CARD	DVDS (3)	53.37
US BANK/P-CARD	DVDS (4)	134.87
US BANK/P-CARD	DVDS (7)	144.72
US BANK/P-CARD	EXPO MARKERS (16)	13.50
US BANK/P-CARD	FD SPL - DEATH CAFE	10.28
US BANK/P-CARD	FOLDABLE CARTS-WAGONS 2-2	277.18
US BANK/P-CARD	GD - FILE STORAGE 1 TB	9.99
US BANK/P-CARD	HAND SOAP-PAPER TOWELS	339.00
US BANK/P-CARD	HOOKS-ROM ME SPL-FD SPL	22.12
US BANK/P-CARD	HP TONER - MAGENTA (1)	218.00
US BANK/P-CARD	IT - FISHING ROD SET (1)	69.97
US BANK/P-CARD	L.O.T - TOTE BAG (1)	45.99
US BANK/P-CARD	L.O.T. - REP CORNHOLE (2)	43.18
US BANK/P-CARD	MAILERS-BEVERAGE SUPPLIES	36.84
US BANK/P-CARD	MAILERS-ROMANCE ME SUPPLY	54.40
US BANK/P-CARD	MBL HTSPT SVC FEE (15)	1,800.00
US BANK/P-CARD	MBL HTSPT-SVCS 12 MTH (1)	120.00
US BANK/P-CARD	NABC BATHRM CLEANER (12)	51.89
US BANK/P-CARD	NITRILE GLOVES BLACK-LG	66.41
US BANK/P-CARD	OUTREACH - FD SPL	24.36
US BANK/P-CARD	PAPER ROLL - BROWN (1)	30.89
US BANK/P-CARD	PODCASTING HOSTING SVC	15.00
US BANK/P-CARD	POWER CORDS 15FT-10FT 2-2	36.90
US BANK/P-CARD	SWITCH GAMES (2)	99.88
US BANK/P-CARD	TOILET PAPER ROLLS (24)	78.72
US BANK/P-CARD	VELCRO CABLE TIES (200)	18.22
US BANK/P-CARD	VIRTUAL CONFERENCE REG.	277.00
US BANK/P-CARD	WII GAME - PATRON REQ (1)	34.86
US BANK/P-CARD	WII GAME (1)	11.99

Report to Receive and File Town of Normal Expenditures for Payment as of 03/14/2024-04/10/2024

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
US BANK/P-CARD	XBOX GAME (1)	10.43
US BANK/P-CARD	ZOOM SUBS. (7)	749.50
VERIZON WIRELESS	TELEPHONE JAN 29-FEB 28	247.00
WALMART COMMUNITY BRC	DVDS	147.68
WALMART COMMUNITY BRC	MAKER ACADAMY SUPPLIES	12.09
WALMART COMMUNITY BRC	SPECIAL PROGRAMS SUPPLIES	46.44
WALMART COMMUNITY BRC	SUPPLIES	51.66
WALMART COMMUNITY BRC	SWITCH GAMES	159.76
WATTS COPY SYSTEMS, INC.	IMAGE CHARGE 2/9-3/8	163.03
WILCOX ELECTRIC & SERVICE INC	ELECTRICAL SERVICE	279.04
Library Fund Library Administration - Total		46,946.60

Library Replacement Fund Library Administration

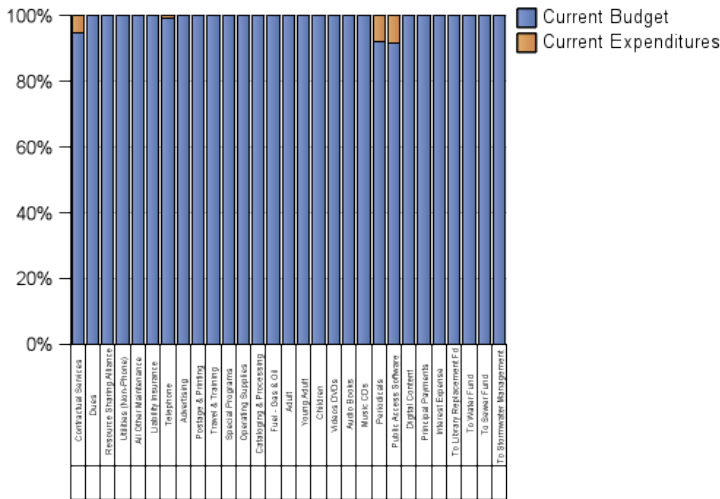
<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
SCIENTEL SOLUTIONS LLC	FIREWALL	46,573.00
US BANK/P-CARD	MBL HTSPT-SVCS 12 MTH (1)	394.00
Library Replacement Fund Library Administration - Total		46,967.00

Library Special Reserve Library Administration

<u>Vendor Name</u>	<u>Payment Description</u>	<u>Transaction Amount</u>
US BANK/P-CARD	MOVING EXP-PACKING SPL	764.98
Library Special Reserve Library Administration - Total		764.98
Overall - Total		96,436.85

Budget to Actual Expenditures

Library - Administration (Library Fund)

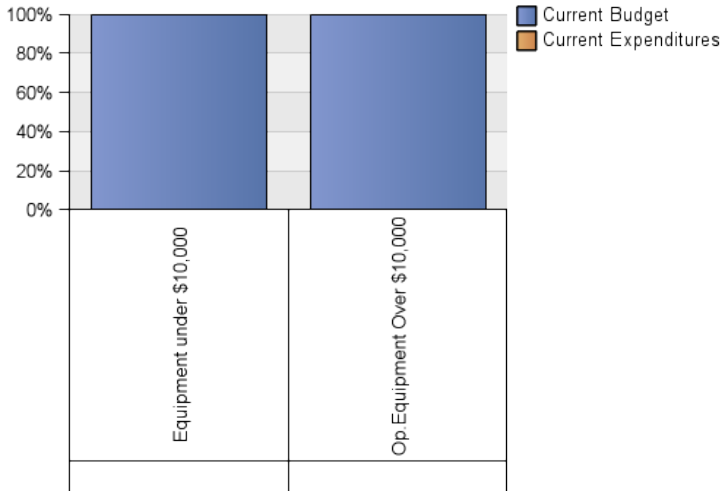


Expenditure Fiscal Year				Current Expenditures	Year to Date Expenditures	Current Encumbered Amount	Current Budget	Variance	Original Budget	% Remaining	Exp + Enc	
Library Fund	Library	Administration	221-9010-455.20-10	Contractual Services	\$6,930.00	\$0.00	\$33,000.00	\$131,000.00	\$91,070.00	\$131,000.00	70%	\$39,930.00
			221-9010-455.20-20	Dues	\$0.00	\$0.00	\$0.00	\$7,000.00	\$7,000.00	\$7,000.00	100%	\$0.00
			221-9010-455.24-10	Resource Sharing Alliance	\$0.00	\$0.00	\$0.00	\$72,800.00	\$72,800.00	\$72,800.00	100%	\$0.00
			221-9010-455.25-10	Utilities (Non-Phone)	\$0.00	\$0.00	\$0.00	\$72,000.00	\$72,000.00	\$72,000.00	100%	\$0.00
			221-9010-455.25-60	All Other Maintenance	\$0.00	\$0.00	\$0.00	\$58,200.00	\$58,200.00	\$58,200.00	100%	\$0.00
			221-9010-455.30-10	Liability Insurance	\$0.00	\$0.00	\$0.00	\$51,150.00	\$51,150.00	\$51,150.00	100%	\$0.00
			221-9010-455.30-15	Telephone	\$76.08	\$0.00	\$0.00	\$10,197.00	\$10,120.92	\$10,197.00	99%	\$76.08
			221-9010-455.30-20	Advertising	\$0.00	\$0.00	\$0.00	\$16,000.00	\$16,000.00	\$16,000.00	100%	\$0.00
			221-9010-455.30-25	Postage & Printing	\$0.00	\$0.00	\$0.00	\$23,600.00	\$23,600.00	\$23,600.00	100%	\$0.00
			221-9010-455.30-35	Travel & Training	\$0.00	\$0.00	\$0.00	\$14,200.00	\$14,200.00	\$14,200.00	100%	\$0.00
			221-9010-455.30-40	Special Programs	\$0.00	\$0.00	\$0.00	\$20,000.00	\$20,000.00	\$20,000.00	100%	\$0.00
			221-9010-455.35-10	Operating Supplies	\$0.00	\$0.00	\$0.00	\$49,000.00	\$49,000.00	\$49,000.00	100%	\$0.00
			221-9010-455.35-15	Cataloging & Processing	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$15,000.00	100%	\$0.00
			221-9010-455.35-50	Fuel - Gas & Oil	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	100%	\$0.00
			221-9010-455.36-10	Adult	\$0.00	\$0.00	\$0.00	\$85,000.00	\$85,000.00	\$85,000.00	100%	\$0.00

Apr 10, 2024	221-9010-455.36-20	Young Adult	\$0.00	\$0.00	\$0.00	\$12,000.00	\$12,000.00	\$12,000.00	100%	\$0.00
	221-9010-455.36-25	Children	\$0.00	\$0.00	\$0.00	\$70,000.00	\$70,000.00	\$70,000.00	100%	\$0.00
	221-9010-455.37-15	Videos DVDs	\$0.00	\$0.00	\$0.00	\$15,000.00	\$15,000.00	\$15,000.00	100%	\$0.00
	221-9010-455.37-20	Audio Books	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	100%	\$0.00
	221-9010-455.37-30	Music CDs	\$0.00	\$0.00	\$0.00	\$3,500.00	\$3,500.00	\$3,500.00	100%	\$0.00
	221-9010-455.38-10	Periodicals	\$1,116.00	\$0.00	\$0.00	\$13,000.00	\$11,884.00	\$13,000.00	91%	\$1,116.00
	221-9010-455.38-20	Public Access Software	\$8,567.00	\$0.00	\$0.00	\$93,000.00	\$84,433.00	\$93,000.00	91%	\$8,567.00
	221-9010-455.39-10	Digital Content	\$0.00	\$0.00	\$0.00	\$98,000.00	\$98,000.00	\$98,000.00	100%	\$0.00
	221-9010-455.81-10	Principal Payments	\$0.00	\$0.00	\$0.00	\$170,000.00	\$170,000.00	\$170,000.00	100%	\$0.00
	221-9010-455.82-10	Interest Expense	\$0.00	\$0.00	\$0.00	\$71,000.00	\$71,000.00	\$71,000.00	100%	\$0.00
	221-9010-455.92-22	To Library Replacement Fd	\$0.00	\$0.00	\$0.00	\$222,000.00	\$222,000.00	\$222,000.00	100%	\$0.00
	221-9010-455.95-02	To Water Fund	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	100%	\$0.00
	221-9010-455.95-07	To Sewer Fund	\$0.00	\$0.00	\$0.00	\$600.00	\$600.00	\$600.00	100%	\$0.00
	221-9010-455.95-10	To Stormwater Management	\$0.00	\$0.00	\$0.00	\$610.00	\$610.00	\$610.00	100%	\$0.00
		Summary		16,689.08	0.00	33,422.06	1,407,357.00	1,357,245.26	1,407,357.00	0.96

Budget to Actual Expenditures

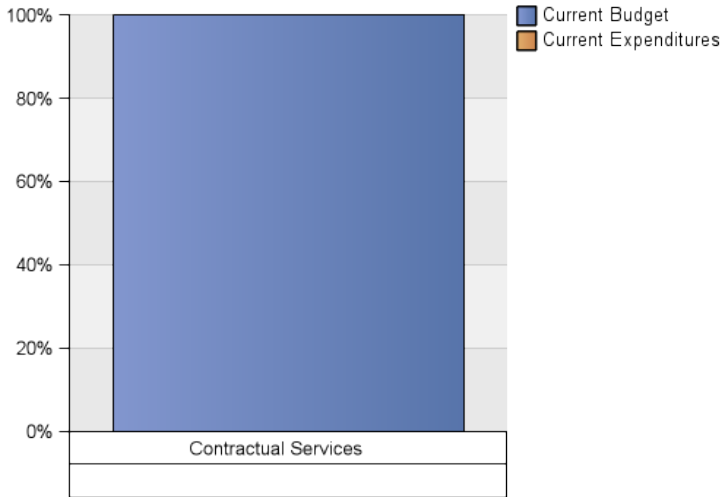
Library - Administration (Library Replacement Fund)



Expenditure Fiscal Year					Current Expenditures	Year to Date Expenditures	Current Encumbered Amount	Current Budget	Variance	Original Budget	% Remaining	Exp + Enc
Library Replacement Fund	Library	Administration	222-9010-455.35-80	Equipment under \$10,000	\$0.00	\$0.00	\$0.00	\$11,000.00	\$11,000.00	\$11,000.00	100%	\$0.00
			222-9010-455.75-10	Op. Equipment Over \$10,000	\$0.00	\$0.00	\$0.00	\$211,000.00	\$211,000.00	\$211,000.00	100%	\$0.00
			Summary		0.00	0.00	0.00	222,000.00	222,000.00	222,000.00	1.00	0.00

Budget to Actual Expenditures

Library - Administration (Library Special Reserve)



Expenditure Fiscal Year					Current Expenditures	Year to Date Expenditures	Current Encumbered Amount	Current Budget	Variance	Original Budget	% Remaining	Exp + Enc
Library Special Reserve	Library	Administration	223-9010-455.20-10	Contractual Services	\$0.00	\$0.00	\$0.00	\$5,506,801.00	\$5,506,801.00	\$5,506,801.00	100%	\$0.00
Summary					0.00	0.00	0.00	5,506,801.00	5,506,801.00	5,506,801.00	1.00	0.00

NPL Circulation Statistics



March 2024

	Year to Date			Month		
	2021-2022	2022-2023	2023-2024	2022	2023	2024
Juvenile						
Books	339,967	451,310	441,840	34,494	43,223	38,417
Videos	2,281	3,604	3,957	230	328	260
Audios	11,365	16,518	14,855	1,203	1,697	1,270
Magazines	319	978	349	27	63	23
Other	527	1,226	700	56	81	87
Juvenile - Total	354,459	473,636	461,701	36,010	45,392	40,057
Teen						
Books	15,617	16,768	16,889	1,405	1,293	1,327
Audios	68	75	76	9	3	3
Magazines	12	11	9	2	0	0
Teen - Total	15,697	16,854	16,974	1,416	1,296	1,330
Adult						
Books	115,139	140,529	140,244	11,488	11,454	10,368
Videos	36,740	49,062	48,317	4,157	4,477	3,972
Audios	12,772	15,350	12,970	1,166	1,203	971
Magazines	2,448	3,160	3,226	229	318	226
Other	9,143	14,775	15,519	1,153	1,474	1,324
Adult - Total	176,242	222,876	220,276	18,193	18,926	16,861
Digital Content						
eAudiobooks	19,544	25,957	35,157	1,710	2,697	3,555
eBooks	29,571	33,881	38,757	2,537	3,174	3,466
Magazines	1,813	1,506	4,033	135	140	521
Music	360	479	478	47	44	42
Streaming Video	4,201	3,236	3,974	245	356	420
Content Passes	174	155	346	11	16	30
Digital Content - Total	55,663	65,214	82,745	4,685	6,427	8,034
Total Circulation	602,061	778,580	781,696	60,304	72,041	66,282

NPL Collection Holdings



March 2024

	Beginning Total	Ending Total	Current Month		Year to Date	
			Added (+)	Change	Added (+)	Change
Juvenile						
Books	81,748	80,475	248	-1,521	4,672	-5,580
Videos	933	978	0	45	0	23
Audios	2,231	1,993	1	-239	196	-577
Magazines	194	201	7	0	145	-135
Other	104	103	0	-1	4	-23
Juvenile - Total	85,210	83,750	256	-1,716	5,017	-6,292
Teen						
Books	4,394	4,448	64	-10	586	-1058
Audios	30	30	0	0	0	-5
Magazines	18	18	0	0	7	-13
Teen - Total	4,442	4,496	64	-10	593	-1076
Adult						
Books	54,197	53,725	255	-727	3,617	-6,005
Videos	16,780	16,071	25	-734	650	-957
Audios	10,391	9,750	8	-649	163	-2075
Magazines	1,362	1,367	98	-93	1354	-1440
Other	2,130	2,135	7	-2	117	-199
Adult - Total	84,860	83,048	393	-2,205	5,901	-10,676
Total Collection	174,512	171,294	713	-3,931	11,511	-18,044

NPL Digital Content by Month



Tracks the number of downloads or uses by month for our different digital content platforms.

	11.23	12.23	1.24	2.24	3.24	
eRead Illinois						
eAudiobooks	215	280	306	256	277	
eBooks	255	271	285	253	271	
eRead Illinois Total	470	551	591	509	548	
Freanding	4	4	5	1	2	
Hoopla						
eAudiobooks	1,464	1,528	1,748	1,724	1,964	
eBooks	902	825	988	956	921	
Movies/TV	142	101	116	135	151	
Music	35	38	27	48	42	
Hoopla Total	2,543	2,492	2,879	2,863	3,078	
Kanopy						
Individual Titles Plays	100	109	128	99	74	
Plays Through Passes	203	156	215	0	1	
Kanopy Total Videos Played	303	265	343	99	269	
OverDrive						
eAudio	1136	1193	1268	1,269	1,314	
eBooks	1,991	2,157	2,435	2,210	2,272	
Magazines	514	505	547	580	521	
OverDrive Total	3,641	3,855	4,250	4,059	4,107	
Total Downloads or Uses						
eAudiobooks	2,815	3,001	3,322	3,249	3,555	
eBooks	3,152	3,257	3,713	3,420	3,466	
Magazines	514	505	547	580	521	
Music	35	38	27	48	42	
Streaming Video	445	366	459	234	420	
Hoopla 7-day BingePasses	17	37	23	21	23	
Kanopy Passes	5	1	2	0	0	
OverDrive 7-Day Passes	2	6	4	15	6	
Total Passes	24	44	29	36	30	

NPL Monthly Statistics



March 2024

Library Card Registration

Registration - Fiscal Year 2024

	Beginning count	Registered	Purged	Cards in force YTD	FY23	FY22
Adult	21,653	237	-6	21,884	28,379	25,545
Teen	2,528	4	12	2,544	3,741	3,156
Juvenile	8,245	24	-19	8,250	9,674	8,426
Total	32,426	265	-13	32,678	41,794	37,127

Patron Count	Current Month	Current YTD	FY23	FY22
Door Count	18,500	221,615	183,806	132,374

Interlibrary Loan and System Holds

	Current Month	Current YTD	FY23	FY22
Borrowed/Rec'd	3,268	40,533	38,540	34,188
Loaned	2,838	35,163	36,944	34,941
Reciprocal borrowing	16,925	221,251	210,203	151,526

Public PCs

	Total Uses	Total Time (hrs)	Average Session (min)	YTD Uses
1st Floor Desktops	776	528	41	10,123
Public Laptops	66	66	60	959
Totals	842	594	42	11,082

normalpl.org Site Statistics



March 2024

	Annual Totals Year to Date			March		
	FY 2022	FY 2023	FY 2024	2022	2023	2024
Views & Sessions						
Pageviews	339,160	415,581	456,720	34,034	34,508	37,084
Sessions	180,762	208,663	229,477	17,395	17,996	19,917

Top Viewed Pages	FY 2024
/	208,194
/events/upcoming	35,754
/events/month	13,336
/learning-resources	8,838
/employment	5,982
/challenges	4,241
/summerreading	3,541
/download-stream	3,126
/books	2,970
/website-search	2,918

Usage by Device	FY 2024
Desktop	51.2%
Mobile	47.2%
Tablet	1.6%

Top Viewed Pages	March 2024
/	16,601
/events/upcoming	3,017
/events/month	1,317
/planning	807
/learning-resources	594
/events/month/2024/04	572
/employment	422
/event/camp-half-blood-athenas-arts-craft-center-29347	383
/event/npl-used-book-sale-5-bag-sale-30593	279
/NPLF	266

Usage by Device	Mar 2024
Desktop	50.5%
Mobile	47.9%
Tablet	1.6%



Normal Public Library Trustee Action Report

April 17, 2024

Approval of Library Trustee Meeting Dates, June 2024-May 2025

Prepared by: John Fischer

Reviewed by: Beth Robb/Jennifer Williams

Staff Recommendation: Approval

Attachments: Meeting Schedule

Community Impact

Provides clear communication for Open Meetings Act and our community detailing future meeting dates of Library Trustees.

Budget Impact

None

Background

Annual Approval in April

Strategic Alignment

Priorities 1-4

June 2024 - May 2025

June 19, 2024

July 17, 2024

August 21, 2024

September 18, 2024

October 16, 2024

November 20, 2024

December 18, 2024

January 15, 2025

February 19, 2025

March 19, 2025

April 16, 2025

May 21, 2025



Normal Public Library Trustee Action Report

April 17, 2024

Approval of IGA establishing Resource Sharing Alliance and Authorizing Membership in Resource Sharing Alliance (MAY 2024)

Prepared by: John Fischer
Reviewed by: Phil Lenzini
Staff Recommendation: Approval

Attachments:

IGA establishing Resource Sharing Alliance and Authorizing Membership in Resource Sharing Alliance

Fee Structure

Community Impact

Provides consistent access to services, collections, and resources through our shared catalog and Integrated Library System with minimal impact on library staff and budget.

Budget Impact

Minimal (new fee schedule attached), Our member fee for FY 24 was \$64,212.00

Proposed fees for next four fiscal years:

FY25— \$66,138.00

FY26— \$66,799.38

FY27— \$67,460.76

FY28— \$68,122.14

FY29— \$68,783.52

Background

Resource Sharing Alliance, a Not for Profit, is a consortium formed by libraries in central and west central Illinois that share a common library automation system. RSA facilitates sharing of materials among its member libraries providing patrons with access to materials from almost 200 different library branches. RSA covers over 13,500 square miles of Illinois. RSA is currently supported by the RAILS library system and member libraries.

-more-



Details from the RSA Support website:

In 2019, RAILS formally requested that the RSA Board of Directors should “...begin planning for the funding and employment of its own staff, following a model similar to the efforts undertaken by PrairieCat and SWAN to discontinue the use of RAILS for hiring, payroll, benefits administrations, and other employment-related services.” On 12 November 2020 RAILS updated the request in the LLSAP Support Grant award letter adding a timeline to complete the process between July 2024 to July 2026.

The RSA Board of Directors examined all possible methods of moving staff out of RAILS. Options explored included disbanding RSA entirely, merging with other consortia inside and outside of RAILS, partnering with other consortia for staffing services, contracting with RSA member libraries, and even moving existing RSA support staff into SirsiDynix Corp. as part of our overall contract with them. In the end, the Board selected the best option of converting our governance structure from a 501c3 Not for Profit to an Illinois Intergovernmental Instrumentality (III) to match how all other automation consortia in RAILS are organized. Having the same governance type as the other RAILS consortia will help position RSA for better staff retention and ongoing alignment with models and LLSAP funding and support from RAILS. After RSA has finished this process, we will still receive the LLSAP support grant as we do now. The difference is that the money will come directly to RSA rather than paying RAILS for staffing costs.

Strategic Alignment
Priorities 1-4



Resource Sharing Alliance
715 Sabrina Drive
East Peoria, IL 61611
866-940-4083

**INTERGOVERNMENTAL AGREEMENT
ESTABLISHING RESOURCE SHARING ALLIANCE AND
AUTHORIZING MEMBERSHIP IN RESOURCE SHARING ALLIANCE (“RSA”)**

WHEREAS, each of the entities listed on Exhibit A to this Intergovernmental Agreement establishing Resource Sharing Alliance and Authorizing Membership in Resource Sharing Alliance (“RSA”) (hereinafter “Agreement”) is either a local library established pursuant to the Local Library Act, 75 ILCS 5/ 1-0.1, et seq., a public library district established pursuant to the Public Library District Act, 75 ILCS 16/ 1-1, et seq., a school district established pursuant to state statute, an academic institution, or another entity with a library; and

WHEREAS, pursuant to Article VII, Sec. 10 of the Illinois Constitution of 1970 and to the Intergovernmental Agreement Act, 5 ILCS 220/1, et seq., and to the respective statutes pursuant to which each of the public libraries, library districts, school districts and academics are established, the Governing Body (collectively known as “Member Libraries”) of each of the said entities is empowered and authorized to enter into intergovernmental contracts and agreements for library services, and the other entities with a library have the authority to contract for library services; and

WHEREAS, the entities which are signatories to this Agreement wish to cooperate jointly and mutually among themselves via their support of RSA to provide cost-effective and efficient sharing of library materials among Member Libraries through an integrated, multi-functional library automation system and use their collective financial resources to achieve economies of scale. RSA also provides members other library related automation activities, aggregates resource sharing opportunities, and serves as a gateway to other electronic databases as appropriate.

NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants and agreements herein contained, and in further consideration of the execution of this Agreement by at least 51% of the entities listed on Exhibit A, the entity whose signature is set forth below hereby agrees as follows:

1. Incorporation of Preambles. The above and foregoing preambles are incorporated herein and constitute a part of this Agreement.

2. Establishment of RSA. There is hereby created and established an intergovernmental entity to be known as the Resource Sharing Alliance (“RSA”), which shall be the entity formed to carry out the joint and cooperative undertakings of this Agreement and there shall be a conversion of Resource Sharing Alliance NFP into RSA as of 12 a.m. July 1, 2024 and all of Resource Sharing Alliance NFP’s rights, privileges, immunities, powers,

and purposes shall remain in RSA with all property, assets and liabilities of Resource Sharing Alliance NFP continuing as the property, assets and liabilities of RSA.

3. Members. RSA shall be composed of each of the entities which are signatories to this Agreement, each of which shall be designated a "Member" of RSA.

4. Board of Directors. The affairs of RSA shall be conducted by a Board of Directors ("Board"), which shall be composed of representatives of the Member Libraries. The bylaws contain information on the Board of Directors' composition, officers, elections, meetings, duties, operation, and voting Board voting procedures.

5. Powers and Duties of RSA. RSA may exercise any power, privilege, or authority, consistent with this Agreement, including but not limited to the following:

- A. To administer the integrated library automation system ("ILS").
- B. To adopt bylaws consistent with law and with this Agreement to govern its operation, which bylaws may include, among other things, provisions dealing with election of officers, meetings, voting, operational services, budgeting, assessment of fees and other policies.
- C. To employ or contract with agents, employees, vendors, independent contractors or other entities, including legal counsel, accountants and such other persons as may be necessary to provide any services required for the ILS or its implementation, to store any of the equipment required to carry out the services outlined in this Agreement and to accomplish the purposes of RSA.
- D. To purchase or lease equipment, machinery, or personal property necessary for the carrying out of the purpose of the ILS.
- E. To hold title to the ILS, except for any equipment held solely by a Member.
- F. To collect payments and assessments from Members.
- G. To carry out such other activities as are necessarily implied or required to carry out the purposes of this Agreement and the ILS.

6. Bylaws. The Members of RSA shall adopt bylaws consistent with law and with this Agreement to govern its operation, which bylaws may include, among other things, provisions dealing with election of officers, meetings, voting, contracts, budgeting, receipt

and expenditure funds, operational services, employment of staff, assessment of fees, establishment and termination of membership, and dissolution.

7. Obligations/Duties of Members. The obligations and duties of Members are as follows:

- A. To accept and follow the RSA bylaws, including but not limited to the responsibilities of Member Libraries as set forth in the bylaws. To comply with such other reasonable rules and regulations as may be established by RSA as well as all policies of RSA, as amended.
- B. To appropriate or budget annually its liabilities for participation in RSA and to meet its obligations hereunder.
- C. To cooperate fully with any agent, employee, officer, or independent contractor of RSA in any matter relating to the purpose and powers of RSA.
- D. To make RSA membership fee payments within 60 calendar days of the invoice date. The Member is solely responsible for telecommunications costs, local equipment, supplies, and other non-RSA provided costs. In the event that a Member fails to meet any of its financial obligations, the Board of Directors may suspend participation of the Member and terminate ILS system services to the Member, including denial of access of the Member's computers to the database, until the Member makes payment. If such Member Library fails to make full payment within ninety (90) days after such termination of services, it shall be deemed to have voluntarily terminated and withdrawn from RSA, and shall be subject to the provisions of Section 12, with specific recognition of the continuing obligation of the Member to make payments, among any other payments due at the time of withdrawal, to the end of the RSA fiscal year in which the withdrawal occurs.
- E. To execute any agreement or other documents with Vendors, such as a confidentiality agreement, required for operation of or participation in RSA.
- F. To act promptly on all matters requiring approval by the Members and to not withhold such approval unreasonably or arbitrarily.
- G. To make its library materials available for interlibrary loan in accordance with the ILLINET Interlibrary Loan Policy and applicable RSA Loan Policy.

- H. To take responsibility for purchasing and maintaining all equipment and telecommunication services necessary for access/connectivity to the RSA system. All such equipment must be compatible with RSA's system following the vendor's and RSA's guidelines.
- I. To make all reasonable efforts to use the integrated library system responsibly by adhering to procedures and standards of RSA. To allow staff to participate in all required training programs.
- J. To acknowledge that the vendors of the ILS have or may have certain proprietary rights in connection with the ILS and to assume and accept responsibilities/liabilities related to any violation of said proprietary rights by its patrons or users.
- K. To take no action inconsistent with this Agreement as originally written or hereafter amended.
- L. To serve, if called, on the RSA Board of Directors and share in the decision-making process to enhance and expand RSA.
- M. To participate in Membership Groups, ad-hock committees and task forces as needed.
- N. Use of the ILS. The Members will jointly determine the use of the ILS. RSA does not warrant or guarantee the ILS, nor shall RSA be liable for any damages resulting from the malfunction of the ILS.

8. LIMITATION OF LIABILITY/DAMAGES.

- A. ANY SPECIFICATION, DESCRIPTION, OR OBJECTIVE IN THIS AGREEMENT CONCERNING THE OPERATION OF THE ILS IS A STATEMENT OF THE UNDERSTANDING OF THE PARTIES AS TO THE DESIGN AND SERVICE OBJECTIVES OF THE ILS AND DOES NOT CREATE AN EXPRESS OR IMPLIED WARRANTY THAT THE ILS DOES OR WILL ALWAYS CONTINUE TO OPERATE AS DESCRIBED.
- B. NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, NEITHER RSA NOR ITS OFFICERS, BOARD OF DIRECTORS' MEMBERS, EMPLOYEES OR AGENTS SHALL BE LIABLE TO OR THROUGH THE MEMBER FOR ANY DAMAGES, INCLUDING BUT NOT LIMITED TO DIRECT (WITH THE EXCEPTION OF PERSONAL INJURY AND PROPERTY DAMAGE DIRECTLY CAUSED BY WILLFUL AND WANTON CONDUCT), INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES (INCLUDING BUT NOT LIMITED TO LOST PROFITS, LOST REVENUES OR FAILURE TO

REALIZE EXPECTED SAVINGS) SUSTAINED OR INCURRED IN CONNECTION WITH THE PERFORMANCE OR NONPERFORMANCE OF SERVICES UNDER THIS AGREEMENT, AND ANY AMENDMENTS THERETO, OR THE PROVISION, USE OR OPERATION OF THE ILS OR SERVICES PROVIDED PURSUANT TO THIS AGREEMENT AND ANY AMENDMENTS THERETO, REGARDLESS OF THE FORM OF ACTION AND WHETHER OR NOT SUCH DAMAGES ARE FORESEEABLE.

- C. NO PARTY TO THIS AGREEMENT, INCLUDING THEIR OFFICERS, BOARD OF DIRECTORS' MEMBERS, EMPLOYEES AND AGENTS, SHALL BE LIABLE IN ANY WAY FOR DELAYS, FAILURE IN PERFORMANCE, LOSS OR DAMAGE DUE TO FORCE MAJEURE CONDITIONS OR CAUSES BEYOND SUCH PARTY'S REASONABLE CONTROL.
- D. ANY ACTION IN LAW OR IN EQUITY ARISING FROM OR IN CONNECTION WITH ANY MATTER UNDER THIS AGREEMENT MUST BE BROUGHT WITHIN TWO YEARS AFTER THE CAUSE OF ACTION HAS ACCRUED. ANY SUCH ACTION SHALL BE LITIGATED IN THE 10th CIRCUIT COURT OF TAZWELL COUNTY, ILLINOIS (AND IN NO OTHER STATE OR FEDERAL COURT) AND THE PARTIES HERETO CONSENT TO THE JURISDICTION OF THE SAID CIRCUIT COURT OF TAZWELL COUNTY.
- E. EXCEPT AS SET FORTH EXPRESSLY IN THIS AGREEMENT, NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE MADE BY RSA.
- F. THE TERMS AND CONDITIONS IN THIS SECTION 8 SHALL SURVIVE THE TERMINATION OF THIS AGREEMENT.

9. Liability of RSA, Its Employees and RSA Board Members.

- A. The members of the RSA Board and employees of RSA shall use ordinary care and reasonable diligence in the exercise of their powers and in the performance of their duties hereunder. They shall not be liable for any mistake of judgment or other action made, taken or omitted by them in good faith; nor for any action taken or omitted by any agent, employee or independent contractor; nor for any loss incurred through investment of RSA funds or failure to invest. They may participate in indemnification and self-insurance programs. No RSA Board member or employee shall be liable for any action taken or omitted by any other RSA Board member or employee. No member of the RSA Board shall be required to give a bond or other security to

guarantee the faithful performance of the Board member's duties hereunder, except as required by this Agreement or by law.

- B. The liability of RSA, its employees and RSA Board members is limited solely to the proceeds of payments of the Members.
- C. If any claim or action not covered by insurance is instituted against a RSA Board member or employee of RSA allegedly arising out of an act or omission occurring within the scope of his or her duties or authority, RSA shall at the request of the Board member or employee:
 - 1. appear and defend against the claim or action; and
 - 2. pay or indemnify the RSA Board member or employee for a judgment and court costs based on such claim or action, provided there shall be no indemnification for any portion of a judgment representing an award of punitive or exemplary damages; and
 - 3. pay or indemnify the RSA Board member or employee for a compromise or settlement of such claim or action providing the settlement is approved by the RSA Board.
- D. The term "RSA Board member or employee" shall include current and former RSA Board members and employees. This indemnification provision shall not apply if the RSA Board finds that the claim or action is based on malicious, willful or criminal claim or action is based on malicious, willful or criminal misconduct. In such case the action to be taken by the RSA Board will be determined after an investigation of the facts.
- E. Moreover, all Members shall indemnify and hold harmless RSA, RSA Board members, employees, and agents for any actions that it may take or fail to take, and such indemnity shall include, to the extent not indemnified under the provisions of this Section 9, all losses, costs, expenses, damages and claims of whatever kind and nature, including reasonable attorneys' fees and defense costs.

10. Amendments. The Board of Directors may propose amendments to this Agreement at any time. The proposed amendment must be approved by a vote of at least two-thirds (2/3) of RSA Members.

11. Termination. This Agreement shall continue unless and until RSA dissolves or there is a termination of membership as set forth in the bylaws.

12. Withdrawal from RSA.

- A. The Member's obligations and rights upon withdrawal are set forth in the bylaws.
- B. Withdrawing RSA Member shall continue to pay all usual and customary RSA charges until its withdrawal date.
- C. Withdrawing RSA Member shall not receive a refund of any RSA funds.
- D. Withdrawing RSA Member is responsible for any and all vendor charges related to withdrawal from RSA. Withdrawing RSA Member shall reimburse RSA for all such costs incurred by RSA.
- E. RSA shall provide withdrawing RSA Member with the services and data needed for withdrawal. Libraries who are not members of OCLC will not receive a MARC record export, only a shelf list of their items. RSA shall not charge for its services related to withdrawal unless staff overtime is required. If possible, RSA will provide withdrawing RSA Member with advance notice of the need for such overtime and an estimate of such charges.
- F. Within 30 days after its withdrawal date, the former RSA Member will provide RSA with written certification that it has uninstalled all local ILS software provided by RSA and needed for the RSA system and destroyed or returned all related documentation and software media.

13. Waiver. The waiver by any Member signing this Agreement or by RSA of any breach or violation of any provision of this Agreement shall not be deemed to be a waiver or a continuing waiver of any subsequent breach or violation of the same or any other provision of this Agreement.

14. Execution of Agreement. This Agreement may be executed in counterparts, each of which will be signed by one Member Library, and each separate Agreement and all such collectively constitute one original.

15. Assignment. Under no circumstances shall this Agreement be assigned by any party or be construed as one of agency, partnership, joint venture or employment between the Parties. The Parties shall each be solely responsible for the conduct of their respective officers, employees and agents in connection with the performance of their obligations under this Agreement.

16. Notices. All notices of claims or any other notice required to be given pursuant to this Agreement, shall be in writing, shall be sent by certified mail and shall be addressed to:

Resource Sharing Alliance
715 Sabrina Drive
East Peoria, Illinois, 61611

Attention: Executive Director

And to: Insert address and contact for Member

17. Section Headings. The section headings inserted in this Agreement are for convenience only and are not intended to and shall not be construed to limit, enlarge or affect the scope or intent of this Agreement or the meaning of any provision hereof.

18. Validity and Savings Clause. In the event that any provision of this Agreement shall be declared by a final judgment of a court of competent jurisdiction to be unlawful or unconstitutional or invalid as applied to any Member, the lawfulness, constitutionality or validity of the remainder of this Agreement shall not be deemed affected thereby.

19. Governing Law. This Agreement shall be construed in accordance with the Constitution and laws of the State of Illinois.

20. Effective Date. This Agreement shall become effective and binding upon and inure to the benefit of the Members signing this Agreement, and their respective successors and assigns, as of the date of execution by 51% or more of the Libraries listed on Exhibit A. For any Member who executes the Agreement after July 1, 2024, the Effective Date shall be the first day of the calendar month next following the month in which the Member has duly approved and executed this Agreement or a substantially similar agreement.

IN WITNESS WHEREOF, the Library whose signature is set forth below, acting under authority of its Governing Body, has caused this Agreement to be duly executed.

Name of Member: _____

BY: _____

(print name and title of representative authorized to execute this Agreement)

ATTEST:

BY: _____

(print name and title)

APPROVED THIS ____ DAY OF _____, 2024.

Greater West Central Public Library District	8,481.00	8,727.91	8,974.82	9,221.72	9,468.63						
Greig Memorial Library	1,900.00	2,225.00	2,550.00	2,875.00	3,200.00						
Gridley Public Library District	3,080.00	3,734.52	4,389.05	5,043.57	5,698.09						
H.A. Peine District Library	3,080.00	3,356.59	3,633.17	3,909.76	4,186.34						
Havana Public Library District	8,481.00	8,565.81	8,650.62	8,735.43	8,820.24						
Henderson County Public Library District	1,900.00	4,117.32	6,334.65	8,551.97	10,769.29	----	2,090.00	4,529.05	6,968.11	9,407.16	11,846.22
Henry Public Library	1,900.00	2,776.14	3,652.28	4,528.41	5,404.55						
Heyworth Public Library District	1,900.00	3,395.29	4,890.58	6,385.87	7,881.16						
Hudson Area Public Library District	5,445.00	5,820.79	6,196.58	6,572.36	6,948.15						
Illinois Prairie District Public Library	29,241.00	31,206.33	33,171.66	35,136.99	37,102.32						
Jacksonville Public Library	26,582.00	26,847.82	27,113.64	27,379.46	27,645.28						
John Mosser Public Library District	1,900.00	2,698.40	3,496.80	4,295.19	5,093.59						
Kewanee Public Library District	26,582.00	26,847.82	27,113.64	27,379.46	27,645.28						
Knoxville Public Library	1,900.00	2,575.46	3,250.92	3,926.37	4,601.83	----	2,090.00	2,833.00	3,576.01	4,319.01	5,062.01
Lacon Public Library District	1,900.00	2,397.89	2,895.78	3,393.67	3,891.56						
Laharpe Carnegie Public Library District	3,080.00	3,321.22	3,562.45	3,803.67	4,044.89						
Lexington Public Library District	1,900.00	2,752.35	3,604.71	4,457.06	5,309.41						
Lillie M. Evans Library District	5,445.00	6,077.27	6,709.55	7,341.82	7,974.09						
Mackinaw District Public Library	3,080.00	4,427.35	5,774.71	7,122.06	8,469.41						
Macomb Public Library District	5,445.00	8,750.05	12,055.10	15,360.15	18,665.20						
Maquon Public Library District	1,900.00	2,225.00	2,550.00	2,875.00	3,200.00						
Marquette Heights Public Library	1,900.00	2,370.61	2,841.23	3,311.84	3,782.45						
Martin Township Public Library	1,900.00	2,225.00	2,550.00	2,875.00	3,200.00						
Mason Memorial Library District	1,500.00	1,925.00	2,350.00	2,775.00	3,200.00						
M-C River Valley Public Library District	1,900.00	2,353.19	2,806.39	3,259.58	3,712.77						
Morrison & Mary Wiley Library	1,900.00	2,637.11	3,374.22	4,111.32	4,848.43						
Morton Public Library District	29,241.00	30,300.19	31,359.37	32,418.56	33,477.74						
Mount Hope-Funk's Grove Townships Public Library District	1,900.00	2,303.56	2,707.12	3,110.67	3,514.23						
Nauvoo Public Library	1,900.00	2,225.00	2,550.00	2,875.00	3,200.00						
Neponset Public Library	1,900.00	2,225.00	2,550.00	2,875.00	3,200.00	----	2,090.00	2,447.50	2,805.00	3,162.50	3,520.00
New Windsor Public Library District	1,900.00	2,225.00	2,550.00	2,875.00	3,200.00	----	2,090.00	2,447.50	2,805.00	3,162.50	3,520.00
Normal Public Library	66,138.00	66,799.38	67,460.76	68,122.14	68,783.52						
North Pike District Library	1,900.00	2,321.94	2,743.88	3,165.82	3,587.76						
Odell Public Library District	1,900.00	2,405.44	2,910.87	3,416.31	3,921.74						
Pekin Public Library	29,241.00	35,089.20	40,937.40	46,785.60	52,633.80						
Peoria Heights Public Library	9,114.00	9,205.14	9,296.28	9,387.42	9,478.56						
Peoria Public Library	88,605.00	89,491.05	90,377.10	91,263.15	92,149.20						
Pittsfield Public Library	5,445.00	6,107.79	6,770.59	7,433.38	8,096.17						
Pontiac Public Library	3,080.00	5,781.70	8,483.40	11,185.10	13,886.80						
Prairie Creek Public Library District	1,900.00	3,429.56	4,959.12	6,488.67	8,018.23						
Prairie Skies Public Library District	6,773.00	7,923.04	9,073.07	10,223.11	11,373.14						
Quincy Public Library	50,633.00	51,139.33	51,645.66	52,151.99	52,658.32						
Ransom Memorial Public Library	1,900.00	2,225.00	2,550.00	2,875.00	3,200.00	----	2,090.00	2,447.50	2,805.00	3,162.50	3,520.00
Rushville Public Library	1,900.00	2,798.34	3,696.69	4,595.03	5,493.37	----	2,090.00	3,078.18	4,066.35	5,054.53	6,042.71

Salem Township Public Library District	1,900.00	2,225.00	2,550.00	2,875.00	3,200.00
Spoon River Library District	3,080.00	3,314.01	3,548.02	3,782.02	4,016.03
Toulon Public Library District	3,080.00	3,472.54	3,865.08	4,257.62	4,650.16
Towanda District Library	3,080.00	3,617.64	4,155.28	4,692.91	5,230.55
Tremont District Library	5,445.00	6,499.17	7,553.33	8,607.50	9,661.66
Valley District Library	1,900.00	2,225.00	2,550.00	2,875.00	3,200.00
Village Of Avon Public Library	1,900.00	2,225.00	2,550.00	2,875.00	3,200.00
Viola Public Library District	1,900.00	2,398.22	2,896.44	3,394.65	3,892.87
Virginia Memorial Public Library	1,900.00	2,315.82	2,731.65	3,147.47	3,563.29
Warren County Public Library District	26,582.00	26,847.82	27,113.64	27,379.46	27,645.28
Washington District Library	23,165.00	26,007.32	28,849.63	31,691.95	34,534.26
Williamsfield Public Library District	1,900.00	2,225.00	2,550.01	2,875.01	3,200.01
Winchester Public Library	3,080.00	3,294.82	3,509.64	3,724.46	3,939.28
Wyoming Public Library District	3,080.00	3,408.03	3,736.07	4,064.10	4,392.13

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