



**Library Board of Trustees - Regular Session Agenda**  
**Community Room 2, 2<sup>nd</sup> Floor, Bloomington Public Library**  
**205 E. Olive St., Bloomington, IL 61701**  
**Tuesday, August 19, 2025 - 5:30 PM**

**1. Call to Order**

**2. Roll Call**

**3. Introduction of Public**

**4. Public Comment**

Public Comment Guidelines are available at:  
<https://www.bloomingtonlibrary.org/policies/public-comment>

**5. Reports**

- A. **Director's Report, as requested by the Library Department.** (Recommended Motion: none, presentation only.)
- B. **Fiscal Report, as requested by the Library Department.** (Recommended Motion: none, presentation only.)

**6. Consent Agenda**

Items listed on the Consent Agenda are approved with one motion; Items pulled from the Consent Agenda are listed and voted on separately.

- A. Consideration and Action to Approve the Minutes of the July 15, 2025, Regular Bloomington Library Board of Trustees Meeting.
- B. **Bills in the Amount of \$561,113.62**  
(Recommended Motion: Approve the proposed bills.)

**7. Approval Items**

- A. **Approve Library Board Meeting Dates for the Next Calendar Year**  
(Recommended Motion: Approve dates as presented.)

**8. Discussion Items**

**9. Comments by Trustees**

**10. Adjournment**

Individuals with disabilities planning to attend the meeting who require reasonable

accommodations to observe and/or participate, or who have questions about the accessibility of the meeting, should contact the Library Director at 309.590.6100, [librarydirector@bloomingtonlibrary.org](mailto:librarydirector@bloomingtonlibrary.org).

# Bloomington Public Library

*Books are just the beginning.*



## Bloomington Public Library

### July 2025 Report

**Goal: Explore and implement strategies to improve access to the library and its resources.**

- The BPL On-the-Go vehicle is on the road! We have started using it for our PopUp Library, Home Delivery, Deposits, and Outreach Services. We plan to add new tech programs with established partners this Fall and then PopUp tech programs this Spring.
- Marketing Manager, Rhonda Massie is working with Connect Transit and Normal Public Library to repeat the National Library Card Sign Up Month (September) free bus ride promotion.
- We obtained proposals for engineering services for a replacement chiller.
- CK Brush cleared a clogged drain in the garage.
- Anderson Electric repaired lights in the mechanical room.
- OTIS repaired the digital display and phone service in the elevator.
- Operations staff repaired the locks on the 2<sup>nd</sup> floor family/single-person restrooms.
- Adult Services (AS) and Marketing worked to develop Local History Collection Guide flyers with QR codes that link to new areas on our website. These guides are helpful for both staff and patrons as they indicate what kinds of resources are in the collection and provide suggestions of helpful titles and resources.
- The Equity, Diversity, and Inclusion (EDI) staff committee changed its name to the Diversity, Equity, and Inclusion (DEI) committee.
- Website Coordinator, Jorgi, worked to develop a new incident/suspension reporting system.
- We created a new volunteer webpage and webform.
- We hosted the following community groups at the Library:
  - Local Colleges Community Partner Meeting – 5 people
  - McLean County Museum of History Summer Elementary Camp – 10 people
  - McLean County Museum of History Summer Jr. High Camp – 19 people
  - Scribbles Preschool – 17 people
- Outreach Events:
  - Provided a presentation about eResources and the new Library spaces to Professionals with a Purpose – 16 connections
  - Traditions Apartments Fourth of July Event – 57 connections
  - Pride Night at Miller Park Zoo – 128 connections
  - Pack the Park (Carden Park) – 60 connections
  - Fun in the Park (Arrowsmith Community Park) – 52 connections
  - Western Avenue Community Center Block Party – 142 connections
  - Pridefest – 214 connections
  - Child Care Connection – 3 classes - 36 connections
  - Story Walk at Glorious Garden Festival – 2 days - 155 connections
  - STEAM at the County Fair – 89 connections
  - Origami program at Little Jewels Summer Camp – 35 connections
  - Katie's Kids – 39 connections
  - Brightpoint – 4 classes - 42 connections
  - La Petite Academy – 29 connections

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- The Outreach Engagement Coordinator:
  - Attended the following meetings:
    - McLean County Fatherhood Coalition
    - McLean County Human Service Council
    - McLean County Reentry Council
    - McLean County Recovery Oriented Systems of Care
  - Hosted Celebration of India Planning Committee meeting.
  - Met with Star Literacy to discuss collaboration opportunities.
  - Provided a presentation in Spanish on library resources to a Star Literacy class.
  - Attended the groundbreaking of The Bridge transitional housing site.
- Marketing worked to produce the Fall Program Guide and September 2025-February 2026 Bookmobile schedule.
- Advertising:
  - WGLT:
    - Special Ad Package: Highlighting the Grand Opening of the Prairie on the Patio Garden
    - Special Ad Package: Highlighting the Library's CASA 101 program
  - WJBC:
    - During local high school sports from August to March: Highlighting the Recording Studios and the Innovation Lab
  - Community Players' 2024-2025 season sponsorship, which allows the library to run an ad featuring the Summer Reading Program on the Community Players screen during each 2024-2025 show (pre-show and intermission)
- Press Releases:
  - Time Capsule (which brought coverage from WEEK, WMBD, WGLT, The Pantagraph and WJBC)
  - Program with Steve Vogel about his book Reasonable Doubt
  - David Wilson's Art Exhibit

**Goal: Provide relevant and innovative services, collections, and programs to meet the emergent needs of our community.**

- BPL's Prairie on the Patio will be included on the "Pollinator Pathway" map for the Illinois Prairie chapter of Wild Ones. A sign indicating this has been installed on the brick wall facing the garden.
  - Operations staff and the Green Committee members continue to prepare for the Grand Opening of the space on August 14 at 5pm.
- Staff and volunteers continued working on the Pantagraph card digitization project, so far, we have scanned 71,000 Pantagraph cards.
- Marketing organized the Library's 2025 Time Capsule and gathered its contents.
- Allison Schmid, Cataloging & Technical Services (CATS) Manager, worked with Bookmobile Drivers and Selectors to ensure the Bookmobile collection has exactly what is needed. Projects are in the works, including adding Spanish collections, running statistical reports, finding effective ways to communicate, and developing a list of series that need duplicate copies.

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- New Items Available for Checkout:
  - PopUp Library Collection: 2 CD players
  - Bookmobile Collection: Puzzles
- CATS is working to add Tonies and Yotos to our collection, including determining the best way to shelve them, process them, and more.
- CATS is working through an issue with our online catalog not always matching the real-time availability of items.
- Staff continue to work to swap defective book ends with new ones.
- AS staff weeded the 973-999 area in the nonfiction collection due to space concerns.
- Jeanne and IT Library Technical Assistant (LTA), Kristen, met to discuss a potential Innovation Lab Artist-in-Residence program.
- IT staff certified 28 people in the Innovation Lab.
- Programs offered:
  - Children's:
    - Cardboard Arcade – 39 attended
    - Story Time for a Summer Night – 15 attended
    - Summer Story Time - 3 sessions – 291 attended
    - CAST Presents: The Noble Gnarble – 151 attended
    - Itsy Bitsy Arts – 21 attended
    - Itsy Arts – 26 attended
    - Lego Construction - 52 attended
    - Tummy Time Play - 44 attended
    - Paws to Pages – 8 attended
    - Mario Party – 68 attended
    - Bookworms – 31 attended
    - Family Art Night – 38 attended
    - Tales for Tails - 5 sessions – 93 attended
    - How to Run D & D for Kids – 5 attended
    - Sensory Story Time - 3 sessions – 91 attended
    - Summer Chess Club – 28 attended
    - Super Saturday Story Time – 12 attended
    - Family Games Day - 33 attended
  - Teens:
    - Craftivism: make it multi-sensory – 10 attended
    - Teen Monday Movie Musical Matinees - 2 sessions – 7/14: Phantom of the Opera & 7/28: Wicked – 19 attended
    - Teen Writing Workshop - 2 sessions – 13 attended
    - Teen Artists in Action (presented by the Illinois Art Station) - 11 attended
    - Teen Genre Book Club: Beach Reads – 2 attended
    - Play Skibidi Games, Win Skibidi Prizes (hosted by BPL and NPL) – 21 attended
    - Reality Fair for teens (presented by the Illinois State Credit Union) - 25 attended

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- Teen Vision Boards for Success (presented by The Illinois Human Performance Project and The Prescription Playbook) – 6 attended
- Teen Trivia Night – 16 attended
- Robot Rube Goldberg Machine– 7 attended
- Stream it like you mean it with OBS – 5 attended
- Adults:
  - Books on Tap Book Club: How Can I Help You by Laura Sims – 22 attended
  - Investment and Retirement Planning with Matthias Pope of Dill Wealth Management Group – 4 attended
  - Midweek Movie Club: Independence Day – 2 attended
  - Afternoon Movie Matinee: Wicked – 6 attended
  - Disability Enrollment Workshop with Chestnut Health Systems – 13 attended
  - Meditation for a More Peaceful and Healthy Life – 12 attended
  - Mystery Book Club: A Curious Beginning by Deanna Raybourn – 8 attended
  - Concerts on the Patio - 7/16: Gregg Brown, 7/23 Davenport and Dish, & 7/30 Kevin Hart – 129 attended
  - Silent Book Club - 5 attended
  - Crafternoon - 16 attended
  - Fiction Book Club: Loving Frank by Nancy Horan - 11 attended
  - Book Brunch Book Club: Stories from the Tenants Downstairs by Sidik Fofana – 5 attended
- All Ages:
  - Storm Science – 48 attended
- Deposits:
  - Stars & Stripes Musical Bingo – 60 attended
- Bookmobile:
  - Meet the Bookmobile – 48 attended
- Children's Passive Activities offered:
  - Bookworms Activity Sheets – 744 participated
  - Book World Scavenger Hunt – 515 participated
  - Crafts – 907 participated
- Display Themes:
  - Children's:
    - Disability Pride
    - Pride
    - In the News
    - 4<sup>th</sup> of July
    - Program Tie-ins: Cardboard Arcade, Noble Gnarble, & Storm Science
  - Teens:
    - Disability Pride
    - Beach Reads

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- Beating Boredom
- Adults:
  - Take a Trip
  - Disability Pride Month
  - Craftivism
  - Small Collection Spotlight - Inspirational Fiction
  - DVD - Summer Movies
  - CD - Rock On!
  - Let's Get Digital! (informational display about e-resources): Ancestry Library Edition, HeritageQuest, & HeritageHub
- Community Spotlight:
  - Disability Pride

## **Goal: Recruit, train and develop a knowledgeable, collaborative staff.**

- We posted two in-house job announcements and interviewed two job applicants.
- We hired the following staff members:
  - Dona, ILL Library Assistant (promotion)
  - Deb, Temp AS Shelver
- Assistant Director, Colleen Parker, and HR Manager, Gayle Tucker began working on a project to connect job descriptions, interview questions, and candidate evaluation forms for every job classification.
- Gayle and Jeanne developed and started to execute an implementation plan for the new union contract changes/updates.
- Staff were introduced to the BPL On-the-Go vehicle via a “meet and greet” event.
- We had our first quarterly programmers meeting.
- Staff received training on the following topics:
  - Safe bloodborne pathogen cleanup
  - Security rounds
  - HVAC system monitoring
  - CDL Driving
  - CATS processes
- Staff members attended webinars on the following topics:
  - Variety of topics related to homelessness
  - Fortifying Your Library: Protecting Your Library and Staff Through Policy
  - Continuous Improvement: 8 Wastes
  - Strategic Planning
  - Civic Plus Minutes Creation
- Staff attended:
  - RAILS Assistant Director Networking meeting (virtual)
  - Spanish Conversation Club
  - City Department Head Continuous Improvement Training

## **Goal: Work effectively through the use of technology.**

- We began working with Shoutbomb implement our new automated text notification service.

# Bloomington Public Library

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- Social media presence:
  - BPL Facebook – 12,232 followers
  - Instagram – 3,099 followers
  - BPL Bookmobile Facebook – 962 followers
  - BPL Bookmobile Instagram – 745 followers
  - BPL Children’s Services Facebook Group – 1,072 members
- Text subscribers – 2,958 subscribers
- Cardholder Perks list – 33,454 subscribers
- Program Guide list – 35,986 subscribers
- General eBlast list – 33,392 subscribers

## **Goal: Administer a cost-effective public library.**

- AS Manager, Marcie Shaffer; eResources Librarian, Mimi; Colleen; and Jeanne met to discuss the ever-increasing Downloadable Materials expenses. Prior to COVID, patrons were limited to 7 Hoopla checkouts per month. During the height of the COVID pandemic, we increased that limit to 10 checkouts per month. In an effort to manage costs, beginning September 1<sup>st</sup>, we will return to 7 Hoopla checkouts per month.
- The Library received \$44,481.73 in Personal Property Replacement Taxes.
- Bills Costing in Excess of \$5,000:
  - Ameren IP - \$20,243.46 for Monthly Electricity Charge
  - CDWG - \$5,710.50 for Wireless Network Licenses
  - Hodges, Loizzi, Eisenhammer, Rodick & Kohn - \$13,987.75 for Legal Services
  - Illinois Heartland Library System - \$27,813.86 for Annual OCLC Service
  - Johnson Controls Fire Protection, L.P. - \$6,879.15 for Annual Fire Alarm Panel Maintenance
  - Mickey Truck Bodies - \$9,215.00 for Installation of a Lift Gate for BPL On The Go Van
  - Mickey Truck Bodies - \$26,161.95 for Upfitting BPL On The Go Van
  - Midwest Tape - \$8,000 for Hoopla Credits
  - OverDrive (Libby) - \$8,000 for Downloadable Materials
  - RAILS - \$5,065 for Annual Brainfuse Public Access Software
- IT Manager, Jon Whited; Business Manager, Kathy Jeakins; and Jeanne selected a new copier company.
- Circ/OTR Manager, Emily Wolpert; Assistant Circ/OTR Manager, Reagan; Kathy; and Jeanne met to determine how to efficiently track Bookmobile CDL drive time considering the updates to the union contract.
- Jeanne and Kathy met to develop the GPPLD FY26 Budget.





## Statistics At-A-Glance

### July 2025

**Strategic Priority: Explore and implement strategies to improve access to the library and its resources.**

Circulation	Current	Last Year	Change	FYTD	Last FYTD	Change
Adults	38,772	36,968	5%	111,523	95,445	17%
Teens	4,501	3,720	21%	11,946	9,408	27%
Children	59,317	58,054	2%	168,014	146,876	14%
Digital Downloads	29,493	24,759	19%	86,876	71,188	22%
Total	132,083	123,501	7%	378,359	322,917	17%

Active Cardholders	Current	Last Year	Change	FYTD	Last FYTD	Change
Adults	24,457	22,351	9%	N/A	N/A	N/A
Teens	3,943	3,809	4%	N/A	N/A	N/A
Children	8,440	8,337	1%	N/A	N/A	N/A
Total	36,840	34,497	7%	N/A	N/A	N/A
GPPLD Adults	1,297	N/A	N/A	N/A	N/A	N/A
GPPLD Teens	115	N/A	N/A	N/A	N/A	N/A
GPPLD Children	253	N/A	N/A	N/A	N/A	N/A
GPPLD Total	1,665	1,577	6%	N/A	N/A	N/A

New Cardholders	Current	Last Year	Change	FYTD	Last FYTD	Change
Total	576	570	1%	1,769	1,662	6%

Visits	Current	Last Year	Change	FYTD	Last FYTD	Change
Main	34,751	26,547	31%	92,589	60,911	52%
Bookmobile	1,353	1,518	-11%	5,466	5,168	6%
Total	36,104	28,065	29%	98,055	66,079	48%

Room Use	Current	Last Year	Change	FYTD	Last FYTD	Change
Study Room	624	517	21%	1,742	1,274	37%
Recording Studios	64	24	167%	160	73	119%
Innovation Lab	36	1	3500%	90	1	8900%
Community Room	80	76	5%	257	180	43%
Total	804	618	30%	2,249	1,528	47%

Outreach Services	Current	Last Year	Change	FYTD	Last FYTD	Change
Deposits Sites Visited:	9	9	0%	27	28	-4%
Items Delivered/Renewed:	1,281	1,008	27%	3,318	2,659	25%
Home Delivery Patrons Served:	52	53	-2%	151	151	0%
Items Delivered/Renewed:	471	441	7%	1,673	1,598	5%
PopUp Library Sites Visited:	7	6	17%	21	18	17%
PopUp Library Patrons Served:	112	102	10%	337	319	6%
Items Delivered/Renewed:	431	590	-27%	1,994	1,694	18%
Regular Bookmobile Stops Visited:	75	69	9%	216	210	3%
Special Bookmobile Stops Visited:	1	6	-83%	9	9	0%

Bookmobile Checkouts:	3,352	3,421	-2%	9,790	9,333	5%
Drive-Up Checkouts:	1,420	955	49%	3,982	2,242	78%

Community Outreach	Current	Last Year	Change	FYTD	Last FYTD	Change
Staff Outreach Visits	15	16	-6%	49	56	-13%
People Reached	981	737	33%	3,129	3,915	-20%
Community Visits to the Library	3	3	0%	8	6	33%
People Reached	46	60	-23%	188	162	16%
Total Outreach Visits	18	19	-5%	57	62	-8%
Total People Reached	1,027	797	29%	3,317	4,077	-19%

**Strategic Priority: Provide relevant and innovative services, collections and programs to meet the emergent needs of our community.**

Programs	Current	Last Year	Change	FYTD	Last FYTD	Change
Adults	15	10	50%	50	44	14%
Attendance	109	140	-22%	412	568	-27%
Teens	14	4	250%	42	22	91%
Attendance	135	30	350%	2,093	548	282%
Childrens	35	27	30%	90	77	17%
Attendance	6,936	10,167	-32%	16,786	23,454	-28%
Total Programs	64	41	56%	182	143	27%
Total Attendance	7,180	10,337	-31%	19,291	24,570	-21%

1-on-1 Appointments	Current	Last Year	Change	FYTD	Last FYTD	Change
Total	31	32	-3%	97	54	80%

Reference Questions	Current	Last Year	Change	FYTD	Last FYTD	Change
Total	3,962	3,958	0%	12,609	11,567	9%

**Strategic Priority: Recruit, train and develop a knowledgeable, collaborative staff.**

Training Hours	Current	Last Year	Change	FYTD	Last FYTD	Change
Total	108	153	-30%	437	532	-18%

**Strategic Priority: Work effectively through the use of technology.**

Technology Use	Current	Last Year	Change	FYTD	Last FYTD	Change
Public Computer Use	3,569	2,771	29%	9,362	6,785	38%
WiFi Sessions	4,775	3,250	47%	12,852	8,094	59%
Website/Catalog Hits	84,959	74,350	14%	279,795	210,082	33%
Online Resource Use	10,047	13,215	-24%	32,873	37,794	-13%

Translate Live Use	Current	Last Year	Change	FYTD	Last FYTD	Change
Total	6	N/A	N/A	20	N/A	N/A

**Strategic Priority: Administer a cost-effective public library.**

Interlibrary Loan	Current	Last Year	Change	FYTD	Last FYTD	Change
Received	408	390	5%	1,131	1,187	-5%
Sent	112	168	-33%	450	351	28%

<b>Volunteer Hours</b>	Current	Last Year	Change	FYTD	Last FYTD	Change
Total	57	26	119%	273	50	447%

<b>Hoopla &amp; Kanopy Usage</b>	Current	Last Year	Change	FYTD	Last FYTD	Change
Hoopla Downloads	8,943	7,731	16%	26,172	22,215	18%
Hoopla Cost	20,738	17,155	21%	61,078	48,533	26%
Kanopy Downloads	1,158	1,216	-5%	3,991	3,369	18%
Kanopy Cost	1,412	1,054	34%	4,282	3,088	39%

<b>Electricity Usage</b>	Current	Last Year	Change	FYTD	Last FYTD	Change
Total Use (kWh)	156,470	170,306	-8%	406,232	170,306	139%
Solar Panel Production (kWh)	39,243	39,187	0%	110,091	39,187	181%
Solar Panel Production (%)	25%	23%	N/A	27%	23%	18%
Purchased from Ameren (kWh)	117,227	131,119	-11%	296,141	131,119	126%
Purchased from Ameren (%)	75%	77%	N/A	73%	77%	-5%

BLOOMINGTON PUBLIC LIBRARY  
FY 2025-2026 FISCAL REPORT

REVENUES:

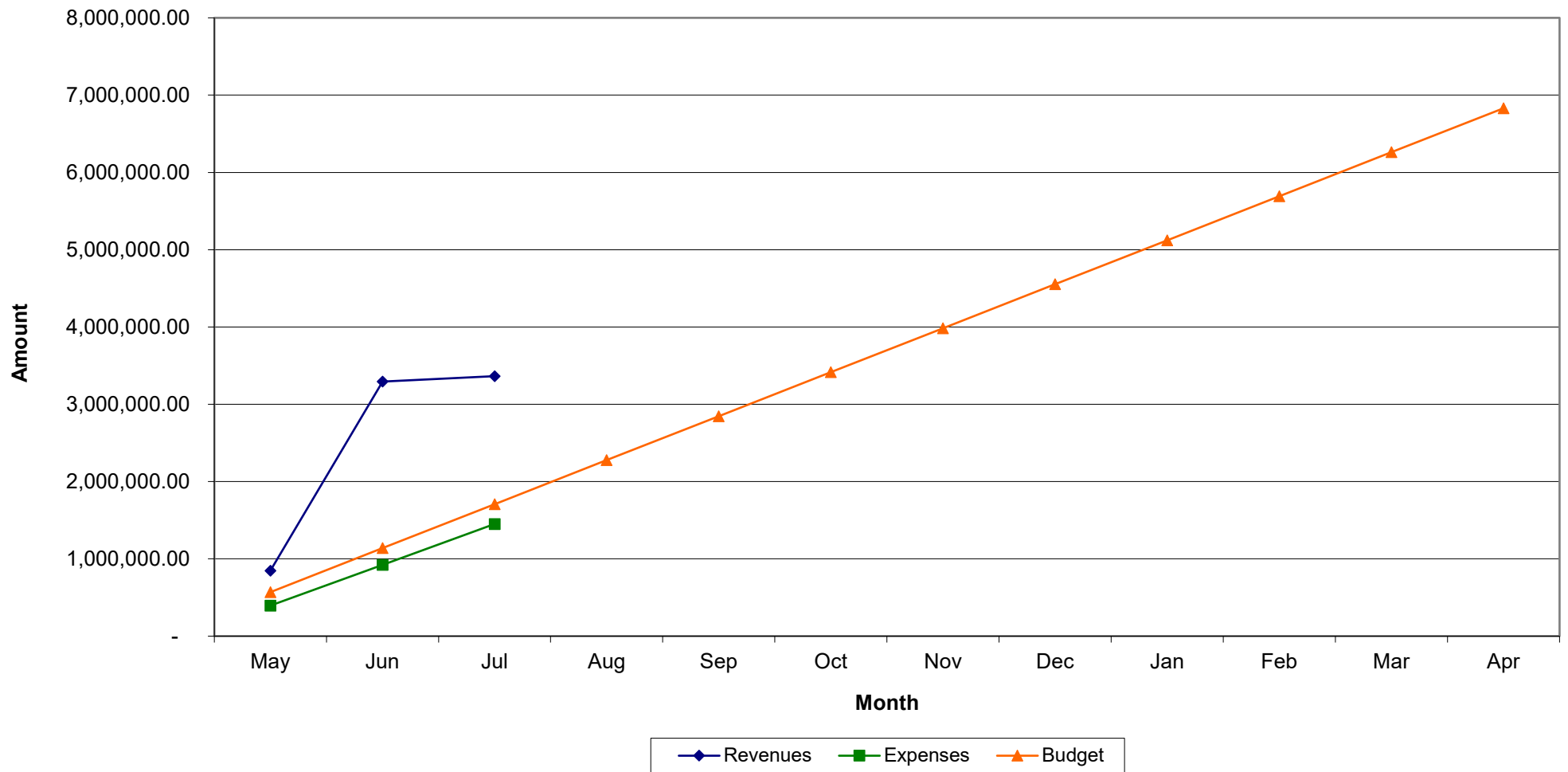
ACCT NAME	BUDGET	JULY 2025	YR-TO-DATE	AMOUNT OVER/UNDER	% RECEIVED
Property Tax	5,742,275	0.00	2,934,500.00	(2,807,775.00)	51.1
Replacement Tax	325,628	44,481.73	44,481.73	(281,146.27)	13.7
State Grants	116,053	0.00	0.00	(116,053.00)	0.0
GPPLD	500,000	0.00	270,028.35	(229,971.65)	54.0
Fines & Fees	6,000	1,195.49	3,283.75	(2,716.25)	54.7
Interest on Investments	75,000	20,860.71	50,220.64	(24,779.36)	67.0
Interest from Taxes	0	0.00	0.00	0.00	-----
Donations	25,000	618.46	47,790.27	22,790.27	191.2
Other Private Grants	0	0.00	2,000.00	2,000.00	-----
Cash Over/Short	0	0.00	0.00	0.00	-----
Other	40,000	3,598.45	11,428.83	(28,571.17)	28.6
Total Revenues	6,829,956	70,754.84	3,363,733.57	(3,466,222.43)	49.2

EXPENDITURES:

ACCT NAME	BUDGET	JULY 2025	YR-TO-DATE	AMOUNT OVER/UNDER	% SPENT
Full-Time Salaries	3,013,425	219,132.01	621,552.70	(2,391,872.30)	20.6
Part-Time Salaries	662,376	44,083.35	122,731.87	(539,644.13)	18.5
Seasonal Salaries	95,120	10,591.81	24,632.93	(70,487.07)	25.9
Overtime Salaries	100	0.00	0.00	(100.00)	0.0
Other Salaries	25,000	0.00	0.00	(25,000.00)	0.0
Total Sals & Wages	3,796,021	273,807.17	768,917.50	(3,027,103.50)	20.3
Dental Insurance	7,000	610.72	1,396.25	(5,603.75)	19.9
Health Insurance, HMO	7,000	579.72	1,366.48	(5,633.52)	19.5
Life Insurance	3,400	268.80	725.60	(2,674.40)	21.3
Vision Insurance	3,500	284.32	657.10	(2,842.90)	18.8
Health Insurance, PPO 600/1200	228,000	18,098.28	42,537.91	(185,462.09)	18.7
Health Insurance, PPO with HSA	119,000	13,110.16	29,299.98	(89,700.02)	24.6
Library RHS Contribution	8,600	1,336.25	3,481.54	(5,118.46)	40.5
Library HSA City Contributions	22,000	0.00	0.00	(22,000.00)	0.0
Dental Insurance, PPO	3,600	313.06	730.95	(2,869.05)	20.3
Identity Protection	750	59.85	175.56	(574.44)	23.4
IMRF	221,000	16,165.03	45,870.67	(175,129.33)	20.8
FICA	235,000	16,090.58	45,556.59	(189,443.41)	19.4
Medicare	55,000	3,763.17	10,654.61	(44,345.39)	19.4
Worker's Compensation	30,000	0.00	0.00	(30,000.00)	0.0
Uniforms	1,500	498.02	498.02	(1,001.98)	33.2
Tuition Reimbursement	3,000	0.00	0.00	(3,000.00)	0.0
Other Benefits	25,000	0.00	0.00	(25,000.00)	0.0
Total Benefits	973,350	71,177.96	182,951.26	(790,398.74)	18.8
Rentals	17,000	2,930.06	5,226.00	(11,774.00)	30.7
Total Rentals	17,000	2,930.06	5,226.00	(11,774.00)	30.7
Building Mtn	135,000	14,334.40	43,579.48	(91,420.52)	32.3
Vehicle Mtn	23,000	555.22	2,311.89	(20,688.11)	10.1
Office & Computer Mtn	195,000	37,693.17	67,104.99	(127,895.01)	34.4
Total Repair/Mtn	353,000	52,582.79	112,996.36	(240,003.64)	32.0

ACCT NAME	BUDGET	JULY 2025	YR-TO-DATE	AMOUNT OVER/UNDER	% SPENT
Advertising	50,000	2,343.64	7,569.87	(42,430.13)	15.1
Printing/Binding	25,000	1,059.84	4,237.13	(20,762.87)	16.9
Travel	1,500	0.00	195.58	(1,304.42)	13.0
Membership Dues	4,000	250.00	495.00	(3,505.00)	12.4
Professional Development	11,000	804.44	2,012.01	(8,987.99)	18.3
Other Purchased Services	175,000	50,483.63	103,499.43	(71,500.57)	59.1
Other Insurance	54,000	0.00	0.00	(54,000.00)	0.0
Total Purchased Services	320,500	54,941.55	118,009.02	(202,490.98)	36.8
Office Supplies	11,000	584.08	1,754.78	(9,245.22)	16.0
Computer Supplies	88,000	3,415.89	11,437.05	(76,562.95)	13.0
Postage	2,500	0.00	0.00	(2,500.00)	0.0
Library Supplies	81,000	14,128.77	32,766.48	(48,233.52)	40.5
Janitorial Supplies	51,000	769.13	2,176.33	(48,823.67)	4.3
Gas & Diesel Fuel	6,000	718.49	1,734.77	(4,265.23)	28.9
Building Mtnc & Repair Supplies	15,500	1,122.28	1,946.54	(13,553.46)	12.6
Total Supplies	255,000	20,738.64	51,815.95	(203,184.05)	20.3
Natural Gas	40,000	1,047.01	3,117.92	(36,882.08)	7.8
Electricity	150,000	23,265.42	37,181.13	(112,818.87)	24.8
Water	8,000	1,283.98	3,039.92	(4,960.08)	38.0
Telecommunications	52,000	3,319.57	12,823.82	(39,176.18)	24.7
Total Utilities	250,000	28,915.98	56,162.79	(193,837.21)	22.5
Professional Collection	500	0.00	0.00	(500.00)	0.0
Total Prof Collection	500	0.00	0.00	(500.00)	0.0
Non-Traditional Materials	5,200	359.98	249.53	(4,950.47)	4.8
Periodicals	20,000	443.78	8,750.52	(11,249.48)	43.8
Adult Books	170,000	10,402.33	35,383.42	(134,616.58)	20.8
Children's Books	135,000	6,906.32	21,270.28	(113,729.72)	15.8
A/V Materials	87,000	6,711.96	12,726.02	(74,273.98)	14.6
Public Access Software	131,000	5,065.30	26,360.91	(104,639.09)	20.1
Downloadable Materials	300,000	16,122.98	72,161.96	(227,838.04)	24.1
Total Materials	848,200	46,012.65	176,902.64	(671,297.36)	20.9
Employee Relations	5,100	333.46	590.30	(4,509.70)	11.6
Miscellaneous Expenses	11,285	157.97	578.58	(10,706.42)	5.1
Total Other Expenses	16,385	491.43	1,168.88	(15,216.12)	7.1
Total Expenses	6,829,956	551,598.23	1,474,150.40	(5,355,805.60)	21.6

## Bloomington Public Library FY 2025-2026



EXPLANATIONS FOR VARIANCES IN EXCESS OF 5%  
(Variance of 20.0% to 30.0% is acceptable)  
July 2025

Property Tax (51.1%): The Library has received three distributions so far.

Replacement Tax (13.7%): the Library received its first distribution in July.

State Grants (0.0%): Nothing has been received yet.

Golden Prairie Public Library District (54.0%): Golden Prairie has received three distributions so far.

Fines & Fees (54.7%): The amount received continues to be more than projected.

Interest (67.0%): The amount continues to be more than projected.

Donations (191.2%): This includes a generous donation from Golden Prairie for miscellaneous items, including additional public hot spots; and donations for the Summer Reading Program from the Foundation and from Golden Prairie.

Part-Time Salaries (18.5%): This is under-spent due to staff turnover/vacancies.

Overtime Salaries (0.0%): Nothing has been charged to this line item.

Other Salaries (0.0%): Nothing has been charged to this line item.

Dental Insurance (19.9%): Charges have been minimal.

Health Insurance (HMO) (19.5%): Charges have been minimal.

Vision Insurance (18.8%): Charges have been minimal.

Health Insurance, PPO 600/1200 (18.7%): Charges have been minimal.

Library RHS Contribution (40.5%): Charges are more than projected due to staff longevity.

Library HSA City Contributions (0.0%): Nothing has been charged to this line item.

FICA (19.4%): Charges have been minimal.

Medicare (19.4%): Charges have been minimal.

Worker's Compensation (0.0%): Nothing has been charged to this line item.

Uniforms (33.2%): This is over-spent due to the purchase of new Custodial work shirts.

Tuition Reimbursement (0.0%): Nothing has been charged to this line item.

Other Benefits (0.0%): Nothing has been charged to this line item.

Rentals (30.7%): This is over-spent due to higher than projected overage charges for Summer Reading flyers/announcements.

Building Maintenance (32.3): This is over-spent due to several annual maintenance contracts that have been paid in the first three months.

Vehicle Maintenance (10.1%): Charges have been minimal.

Office & Computer Maintenance (34.4%): This is over-spent due to the annual OCLC payment that was paid in July.

Advertising (15.1%): Charges have been minimal.

Membership Dues (16.9%): Charges have been minimal.

Travel (13.0%): Charges have been minimal.

Membership Dues (12.4%): Charges have been minimal.

Professional Development (18.3%): Charges have been minimal.

Other Purchased Services (59.1%): This is over-spent because of some annual payments for the emergency notification system, Summer Reading Program Prizes, plants purchased for the Native Plant Project, and upfitting the BPL On The Go van.

Other Insurance (0.0%): Nothing has been charged to this line item.

Office Supplies (16.0%): Charges have been minimal.

Computer Supplies (13.0%): Charges have been minimal.

Postage (0.0%): Nothing has been charged to this line item.

Library Supplies (40.5%): This is over-spent due to the purchase of book ends.

Janitorial Supplies (4.3%): Charges have been minimal.

Building Mtnc & Repair Supplies (12.6%): Charges have been minimal.

Natural Gas (7.8%): Charges have been minimal.

Water (38.0%): This is over-spent due to the increased amount of watering the Library is doing.

Professional Collection (0.0%): Nothing has been charged to this line item.

Non-Traditional Materials (4.8%): Charges have been minimal.

Periodicals (43.8%): This is over-spent due to renewing several high-cost subscriptions, i.e., Chicago Tribune and the Pantagraph.

Children's Books (15.8%): charges have been minimal.

A/V Materials (14.6%): Charges have been minimal.

Employee Relations (11.6%): Charges have been minimal.

Miscellaneous Expenses (5.1%): Charges have been minimal.

The Donations line item breaks out as follows:

Summer Reading Program 2025 Donations:	
Golden Prairie Public Library District:	\$ 3,500.00
Bloomington Public Library Foundation:	23,000.00
Various Community Donors:	5,155.44
Golden Prairie: Misc Don for items:	15,249.00
Community Donations:	814.77
Miscellaneous Donations:	71.06
Total Donations:	\$ 47,790.27

The Other Revenue line item breaks out as follows:

3D Printer Filament:	60.00
Apparel Store:	21.85
Book Shoppe:	2,927.50
Ear Buds:	67.50
Embroidery Machine Bobbins:	1.75



EV Charging Station:	5.58
Flash Drives:	35.00
Meeting Room Fees:	1,150.00
Print Station:	6,099.65
Reusable Bags:	194.00
Test Proctoring:	300.00
Tote Bags:	234.00
Miscellaneous:	332.00

Total Other Revenue:	\$ 11,428.83
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During July, 14 batches containing 93 invoices were processed, totaling \$163,635.21 and 104 credit card charges were made totaling \$27,012.99.

As of July 31, the Library's Maintenance & Operating Fund Balance is \$7,714,281.69, which is 112.9% of the budgeted amount; the goal of twenty-five percent of the Library's FY26 budget is \$1,707,489.

Library Fund Balance Information, 7/31/25:

Operating:	\$ 7,715,281.69
Fixed Assets:	\$ 1,344,909.84
Capital:	\$ 1,136,803.56

BLOOMINGTON PUBLIC LIBRARY  
EXPANSION PROJECT  
FY 22-26  
As of 7/31/2025

REVENUES:

ACCT NAME	BUDGET	TOTALS	AMOUNT OVER/UNDER	% RECEIVED
State Grants	7,102,913.83	6,392,622.45	(710,291.38)	90.0
Donations	700,000.00	727,263.98	27,263.98	103.9
Interest	400,000.00	912,998.92	512,998.92	-----
Interest From Taxes	10.00	133.37	123.37	-----
Bond Proceeds	14,201,889.40	14,201,889.40	-	100.0
From Illinois Funds Fund Balance	3,928,540.00	0.00	(3,928,540.00)	0.0
 Total Revenues	 26,333,353.23	 22,234,908.12	 (4,098,445.11)	 84.4

EXPENDITURES:	BUDGET	TOTALS	AMOUNT OVER/UNDER	% SPENT
Architectural/Design Services	1,453,584.00	1,578,616.99	125,032.99	108.6
Other Purchased Services	412,098.50	277,841.77	(134,256.73)	67.4
Office Supplies	2,157,629.30	2,150,454.58	(7,174.72)	99.7
Library Buildings	21,578,000.00	21,552,680.68	(25,319.32)	99.9
 Total Expenses	 25,601,311.80	 25,559,594.02	 (41,717.78)	 99.8



**MINUTES**  
**LIBRARY BOARD OF TRUSTEES - REGULAR SESSION**  
**TUESDAY, JULY 15, 2025, 5:30 PM**

The Library Board of Trustees convened in regular session at 5:50 PM, July 15, 2025. Vice President Dianne Hollister called the meeting to order.

**Roll Call**

Attendee Name	Title	Status
Alok Hoonka	Trustee	Present
Sharon Zeck	Trustee	Present
Craig McCormick	Trustee	Present
Dianne Hollister	Trustee	Present
John Argenziano	Trustee	Present
Ashlee Sang	Trustee	Absent
Georgene Chissell	Trustee	Absent
Catrina Parker	President	Absent

Staff present: Nan Goerlitz, Jeanne Hamilton, Kathy Jeakins

**Introduction of Public**

Seth Peterson, Brittany Adams, Alysha Jackson, Alexandra Bell, and Molly Stevenson introduced themselves.

**Public Comment**

Public comments were made by Alysha Jackson and Alexandra Bell on the topic of the Collective Bargaining Agreement for Local 699 AFSCME - Library Staff.

**Reports**

*The following item was presented:*

Item 5.A. President's Report

Vice President Hollister encouraged trustees to become involved with the Illinois Library Association.

*The following item was presented:*

Item 5.B. Director's Report

Director Hamilton shared a story about a family who recently moved to Bloomington for the Library. She reported that upfitting on the BPL On the Go vehicle is finished, and it is currently getting graphics installed. It should be ready to hit the road next week. The Library has partnered with District 87 schools to provide a location for the free summer lunch program. This program

averages 60 people per day at the library. Finally, she highlighted that in June of 2019 (the last typical year of operation) there were 31,229 visitors to the Library. June of 2025 saw 32,636 people visit the Library.

*The following item was presented:*

Item 5.C. Fiscal Report

Kathy Jeakins stated that the report is in the packet and entertained questions.

**Consent Agenda**

*Items listed on the Consent Agenda are approved with one motion; Items pulled from the Consent Agenda for discussion are listed and voted on separately.*

Item 6.A. Approve Minutes of 6/17/25: Regular Bloomington Public Library Board meeting

Item 6.B. Approve Minutes of 5/20/25: Executive Session of the Bloomington Public Library Board meeting

Item 6.C. Bills in the Amount of \$472,902.50

**Trustee McCormick made a motion, seconded by Trustee Hoonka, to approve the consent agenda as presented.**

**Motion carried (viva voce, 5-0).**

**Approval Items**

*The following item was presented:*

Item 7.A. Approve the Collective Bargaining Agreement for Local 699 AFSCME - Library Staff

**Trustee Zeck made a motion, seconded by Trustee Argenziano, to approve the item as presented.**

**AYES:** Trustee Argenziano; Trustee Hollister; Trustee McCormick; Trustee Zeck; Trustee Hoonka

**Motion carried.**

*The following item was presented:*

Item 7.B. Approve Employee Handbook Changes

**Trustee Zeck made a motion, seconded by Trustee Hoonka, to approve the item as presented.**

**Trustee Argenziano proposed a friendly amendment to remove the proposed language regarding insurance coverage for personal vehicles until staff is able to check the library's current liability insurance coverage.**

**Trustee Zeck agreed to those changes.**

**Motion carried (viva voce, 5-0).**

*The following item was presented:*

Item 7.C. Approve Revision of Library Policies

**Trustee Zeck made a motion, seconded by Trustee McCormick, to approve the item as presented.**

**Motion carried (viva voce, 5-0).**

*The following item was presented:*

Item 7.D. Approve Resolution Authorizing the Library Director to Enter into a Contract for Engineering Services

**Trustee Argenziano made a motion, seconded by Trustee McCormick, to approve the item as presented.**

**AYES:** Trustee Argenziano; Trustee Hollister; Trustee McCormick; Trustee Zeck; Trustee Hoonka

**Motion carried.**

*The following item was presented:*

Item 7.E. Review and Approve Maintaining Confidentiality of Executive Session Minutes

**Trustee Zeck made a motion, seconded by Trustee McCormick, to approve the item as presented.**

**Motion carried (viva voce, 5-0).**

**Comments by Trustees**

Trustee Hollister shared her gratitude for staff member Rosie, who took her on a ride-along on the Bookmobile, and staff member Tom, who assisted her in submitting an online request.

**Adjournment**

**Trustee Zeck made a motion, seconded by Trustee Hollister, to adjourn the meeting.**

**Motion carried (viva voce, 5-0).**

The Meeting Adjourned at 6:39 PM.

# BILLS LIST

Approved by BPL Board of Trustees, August 19, 2025

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Signature, BPL Trustee

Vendor	Line Item	Amount
Alpha Controls & Services	Building Maintenance	1,292.75
Amazon Capital Services	A/V Materials	1,736.36
Amazon Capital Services	Adult Books	559.60
Amazon Capital Services	Building Mtnc Supplies	93.29
Amazon Capital Services	Children's Books	232.29
Amazon Capital Services	Computer Supplies	200.88
Amazon Capital Services	Employee Relations	224.43
Amazon Capital Services	Janitorial Supplies	334.84
Amazon Capital Services	Library Supplies	320.87
Amazon Capital Services	Non-Traditional Materials	359.98
Amazon Capital Services	Office Supplies	207.70
Amazon Capital Services	Other Purchased Services	1,675.11
Ameren IP	Electricity	23,265.42
American Pest Control, Inc.	Building Maintenance	130.00
Anderson Electric	Building Maintenance	245.00
Anderson Electric	Vehicle Maintenance	534.25
Blackston Audio Publishing	Adult Books	136.53
C. K. Brush	Building Maintenance	787.50
CDW Government	Office/Equipment Mtnc	8,971.68
Children's Plus	Children's Books	1,061.63
CIRBN	Telecommunications	420.33
City of Bloomington	Dental Insurance	610.72
City of Bloomington	Dental Insurance PPO	313.06
City of Bloomington	FICA	16,090.58
City of Bloomington	Gas & Diesel Fuel	645.31
City of Bloomington	Health Insurance-HMO	579.72
City of Bloomington	Health Insurance-PPO 600/1200	18,098.28
City of Bloomington	Health Insurance-PPO with HSA	13,110.16
City of Bloomington	IMRF	16,165.03
City of Bloomington	Identity Protection	59.85
City of Bloomington	Life Insurance	268.80
City of Bloomington	Medicare	3,763.17
City of Bloomington	Payroll	273,807.17
City of Bloomington	RHS Contribution	1,336.25
City of Bloomington	Vision Insurance	284.32
City of Bloomington	Water	1,283.98
Custom Digital Imaging	Printing	1,011.84
Dean's Graphics	Other Purchased Services	4,013.00
Dell Marketing L.P.	Computer Supplies	2,508.88
Elm USA, Inc.	Library Supplies	1,014.90
Envisionware, Inc.	Office/Equipment Mtnc	416.74
F & W Care & Landscaping	Building Maintenance	475.00
Geiger	Library Supplies	2,411.64

Geiger  
 Hart, Kevin  
 Hodges, Loizzi, Eisenhammer, Rodick & Kohn  
 Illinois Heartland Library System  
 Illinois State University-WGLT  
 Johnson Controls Fire Protection, LP  
 Lamar Texas Limited  
 Library Store  
 Masters Telecom  
 Metronet  
 Mickey Truck Bodies  
 Mickey Truck Bodies  
 Mid-Illinois Mechanical Services  
 Midwest Tape  
 Midwest Tape  
 Midwest Tape  
 Nicor/Northern Illinois Gas  
 OverDrive  
 Pearl Technology  
 Playaway Products, LLC  
 Proquest, LLC  
 Quadiant Leasing USA, Inc.  
 Quill Corp  
 Quill Corp  
 Quill Corp  
 RAILS  
 Ricoh USA, Inc.  
 Ricoh USA, Inc.  
 Ron Smith Printing Co  
 Rosedrew, Inc.  
 Stiller, Tricia  
 StraightUp Legacy Fund  
 Today's Business Solutions, Inc.  
 Unique Management Services, Inc.  
 Zimmerman, Shelli  
 VISA - Altitude  
 VISA - AnyCubic.com  
 VISA - Baker & Taylor Books  
 VISA - Baker & Taylor Books  
 VISA - BloNo Pizza  
 VISA - Bobzby  
 VISA - Circle K  
 VISA - Common Sense Media  
 VISA - Crowne Plaza Chicago  
 VISA - Cuisine  
 VISA - Decorator's Grocery  
 VISA - Enterprise Rent-A-Car  
 VISA - Epic Burger  
 VISA - Facebook  
 VISA - Full Source, LLC  
 VISA - Gingerbread House  
 VISA - Grainger  
 VISA - Harbor Freight  
 VISA - Huck's Food & Fuel Stop  
 VISA - Illinois Library Association

Other Purchased Services	1,125.76
Other Purchased Services	400.00
Other Purchased Services	13,987.75
Office/Equipment Mtn	27,813.86
Advertising	591.67
Building Maintenance	6,879.15
Advertising	700.00
Library Supplies	9,966.46
Telecommunications	118.16
Telecommunications	426.76
Equipment Non-Office	9,215.00
Other Purchased Services	26,161.95
Building Maintenance	2,508.00
A/V Materials	2,683.42
Children's Books	48.79
Downloadable Materials	8,000.00
Natural Gas	1,047.01
Downloadable Materials	8,000.00
Building Maintenance	2,017.00
Children's Books	245.07
Downloadable Materials	122.98
Rentals	166.92
Computer Supplies	706.13
Janitorial Supplies	27.98
Office Supplies	376.38
Public Access Software	5,065.00
Office/Equipment Mtn	91.89
Rentals	1,584.42
Printing	48.00
Library Supplies	329.40
Other Purchased Services	300.00
Electricity	1,558.49
Office/Equipment Mtn	399.00
Other Purchased Services	472.80
Other Purchased Services	120.00
Other Purchased Services	50.00
Other Purchased Services	596.97
Adult Books	716.89
Children's Books	1,054.81
Other Purchased Services	25.00
Other Purchased Services	483.37
Gas & Diesel Fuel	36.76
Other Purchased Services	39.99
Professional Development	662.72
Periodicals	45.00
Other Purchased Services	50.00
Other Purchased Services	525.00
Other Purchased Services	115.00
Advertising	600.00
Uniforms	498.02
Other Purchased Services	50.00
Building Mtn Supplies	1,014.40
Building Mtn Supplies	13.99
Gas & Diesel Fuel	36.42
Memberships	250.00

VISA - Illinois Library Association	Professional Development	500.00
VISA - Ingram	Adult Books	8,923.58
VISA - Ingram	Children's Books	5,641.48
VISA - International Service Fee	Other Purchased Services	6.84
VISA - iStockphoto	Other Purchased Services	313.20
VISA - Meet Up	Other Purchased Services	178.99
VISA - Meijer	Other Purchased Services	4.78
VISA - Ms Magazine	Periodicals	30.00
VISA - National Enquirer	Periodicals	139.88
VISA - New Resident Service, Inc.	Other Purchased Services	64.68
VISA - Old House Journal	Periodicals	62.00
VISA - Popular Woodworking	Periodicals	39.95
VISA - Ranger Rick/ZooBooks	Periodicals	61.90
VISA - Red Raccoon Games	Other Purchased Services	50.00
VISA - Sam's Club	Janitorial Supplies	181.32
VISA - Sam's Club	Other Purchased Services	39.68
VISA - Scientific American	Periodicals	79.00
VISA - SP Replacement Cases	Library Supplies	64.95
VISA - T-Mobile	Telecommunications	2,691.86
VISA - Tropical Smoothie Café	Other Purchased Services	50.00
VISA - Von Chomps	Other Purchased Services	50.00
VISA - Wal-Mart	Janitorial Supplies	26.00
VISA - Wal-Mart	Library Supplies	20.55
VISA - Wal-Mart	Other Purchased Services	335.36
VISA - Wix.com	Other Purchased Services	43.37
VISA - Zoom.US	Other Purchased Services	285.87
Total		561,113.62



# Bloomington Public Library

*Books are just the beginning.*



## BLOOMINGTON PUBLIC LIBRARY BOARD OF TRUSTEES 2025 MEETING DATES

The BPL Board meets the third Tuesday of every month

Meetings begin at 5:30 p.m.

January 20, 2026

February 17, 2026

March 17, 2026

April 21, 2026

May 19, 2026

June 16, 2026

July 21, 2026

August 18, 2026

September 1, 2026

October 20, 2026

November 1, 2026

December 15, 2026