



**Tuesday, July 1, 2025**  
**Sterling Public Library Board Meeting at 7:00 PM**

**STERLING PUBLIC LIBRARY BOARD MEETING AGENDA**  
**102 W. 3rd St., Sterling, IL**  
**Community Room**

**1. Meeting Opening**

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- A. Roll Call

**2. Consent Agenda**

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- A. Approval of Minutes
- B. Approval of Invoices
- C. Approval of Receipts
- D. Cash & Investment Report

**3. Business Items**

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- A. Librarian's Report
- B. Circulation Statistics / Story Hour Report

**4. Discussion**

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- A. Discussion and approval to transfer funds from Operating account to Illinois Funds
- B. Discussion and approval of Bookmobile vehicle

**5. Adjourn**

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The City of Sterling in compliance with the Americans with Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of this meeting or facilities, contact the ADA Coordinator at (815) 632-6630 to allow the City of Sterling to make reasonable accommodations for these persons.

Library Board of Trustees Meeting  
June 3, 2025

1. Meeting Opening

- A. Call to Order - 6:59 pm
- B. Roll Call - Ronda Borgmann, Brooke Cochran, Patti Nice, Carol Siefken, Dawn Ziegler, Julia Swartley Atilano, John Kirchoff, Director Jennifer Slaney, Guest - Abbigail McWilliams, Skip Lee
- C. Changes /Additions to the Agenda - none
- D. Communication/Presentation- none

2. Consent Agenda

- A. Approval of Minutes
  - B. Approval of Bills Payable
  - C. Approval of Receipts
  - D. Cash and Investment Report
- Motion to approve all of the above made by Dawn Ziegler, 2nd by Carol Siefken, motion passed by all

3. Reports

- A. Librarian's Report - as presented
- B. Circulation Statistics/Story Hour Report - as presented

4. Discussion/Action Items

- A. Approval of Edward's Jones Investment - Motion for approval to purchase \$30,000 CD maturing on 05-22-2028 made by Patti Nice, 2nd by Julia Swartley Atilano, motion passed with John Kirchoff abstaining
- B. Update and Discussion of Bookmobile - The bookmobile community visited the Fountaindale Public Library and received a tour of their Transit Vehicles, visited with the staff, and received answers to many questions. Came back very positive that this could work here in Sterling. The board would like them to move forward with the next steps. Such as the personal needed, the maintenance on the van, price of a van, and wish list for the van.

5. Adjournment - time 7:39

Next Meeting - July 1, 2025

Respectfully Submitted  
Brooke Cochran

# June 2, 2025 AP Check Run

Payment Date Range 06/02/25 - 06/02/25

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 2241 - LIBRARY-GENERAL ACCOUNT</b>										
Department 41 - LIBRARY - GENERAL										
Account 51100 - MAINT SERVICES-BUILDING										
3187 - SCHMITT PLUMBING & HEATING, INC.	3066	Staff Bathroom Faucet Replacement	Paid by Check # 80398		06/02/2025	06/02/2025	06/02/2025		06/02/2025	371.01
										\$371.01
Account 51100 - MAINT SERVICES-BUILDING Totals Invoice Transactions 1										
Account 51200 - MAINT SERVICES-EQUIPMENT										
4719 - ELEVATOR INSPECTION SERVICE WISCONSIN LLC	131993	Yearly Inspection	Paid by Check # 80367		06/02/2025	06/02/2025	06/02/2025		06/02/2025	285.00
										\$285.00
Account 51200 - MAINT SERVICES-EQUIPMENT Totals Invoice Transactions 1										
Account 65100 - OFFICE SUPPLIES										
1103 - DEMCO, INC.	7647550	Covers/coding dots	Paid by Check # 80365		06/02/2025	06/02/2025	06/02/2025		06/02/2025	230.37
										\$230.37
Account 65100 - OFFICE SUPPLIES Totals Invoice Transactions 1										
Account 67310 - BOOKS										
1027 - BAKER & TAYLOR BOOKS	2039086048	Books	Paid by Check # 80360		06/02/2025	06/02/2025	06/02/2025		06/02/2025	289.70
1135 - CENGAGE LEARNING INC./GALE	999100413049	LT Books	Paid by Check # 80362		06/02/2025	06/02/2025	06/02/2025		06/02/2025	173.94
1135 - CENGAGE LEARNING INC./GALE	999100443273	LT Books	Paid by Check # 80362		06/02/2025	06/02/2025	06/02/2025		06/02/2025	47.99
1135 - CENGAGE LEARNING INC./GALE	999100435198	Credit 999100435198	Paid by Check # 80362		06/02/2025	06/02/2025	06/02/2025		06/02/2025	(30.74)
1135 - CENGAGE LEARNING INC./GALE	999100423338	LT Books	Paid by Check # 80362		06/02/2025	06/02/2025	06/02/2025		06/02/2025	56.23
1135 - CENGAGE LEARNING INC./GALE	999100424551	LT Books	Paid by Check # 80362		06/02/2025	06/02/2025	06/02/2025		06/02/2025	52.48
										\$589.60
Account 67310 - BOOKS Totals Invoice Transactions 6										
Account 67330 - AUDIO/VISUAL										
2853 - MIDWEST TAPE	507193259	CDBOT/DVD	Paid by Check # 80379		06/02/2025	06/02/2025	06/02/2025		06/02/2025	255.68
2853 - MIDWEST TAPE	507164821	DVD	Paid by Check # 80379		06/02/2025	06/02/2025	06/02/2025		06/02/2025	24.74
										\$280.42
Account 67330 - AUDIO/VISUAL Totals Invoice Transactions 2										
Account 67420 - SUMMER READING EXPENSES										
2021 - SCHOLASTIC INC.	72328919	Books SR Giveaway	Paid by Check # 80399		06/02/2025	06/02/2025	06/02/2025		06/02/2025	472.90
										\$472.90
Account 67420 - SUMMER READING EXPENSES Totals Invoice Transactions 1										
Department 41 - LIBRARY - GENERAL Totals Invoice Transactions 12										
										\$2,229.30
Fund 2241 - LIBRARY-GENERAL ACCOUNT Totals Invoice Transactions 12										
										\$2,229.30

# June 2, 2025 AP Check Run

Payment Date Range 06/02/25 - 06/02/25

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2247 - LIBRARY-GRAY TRUST ACCOUNT Department 47 - LIBRARY - GRAY TRUST										
Account 94900 - MISCELLANEOUS CHARGES										
1027 - BAKER & TAYLOR BOOKS	2039086048	Books	Paid by Check # 80360		06/02/2025	06/02/2025	06/02/2025		06/02/2025	61.19
2747 - NEWS BANK, INC.	RT2005886	Annual renewal	Paid by Check # 80386		06/02/2025	06/02/2025	06/02/2025		06/02/2025	6,182.00
			Account 94900 - MISCELLANEOUS CHARGES			Totals		Invoice Transactions 2		\$6,243.19
			Department 47 - LIBRARY - GRAY TRUST			Totals		Invoice Transactions 2		\$6,243.19
			Fund 2247 - LIBRARY-GRAY TRUST ACCOUNT			Totals		Invoice Transactions 2		\$6,243.19
			Grand Totals					Invoice Transactions 14		\$8,472.49



# June 4, 2025 Manual Check Run

Payment Date Range 06/04/25 - 06/04/25



Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2241 - LIBRARY-GENERAL ACCOUNT Department 41 - LIBRARY - GENERAL										
Account 52900 - MAINT SERVICES - OTHER										
4672 - ESTHER'S CLEANING SERVICE	919301	May services	Paid by Check # 80427		06/03/2025	06/03/2025	06/03/2025		06/04/2025	1,200.00
			Account 52900 - MAINT SERVICES - OTHER			Totals		Invoice Transactions 1		\$1,200.00
Account 55200 - TELEPHONE/INTERNET										
4700 - STRATUS NETWORKS, INC.	230274	Phone/Internet	Paid by EFT # 13		06/03/2025	06/03/2025	06/03/2025		06/04/2025	705.96
			Account 55200 - TELEPHONE/INTERNET			Totals		Invoice Transactions 1		\$705.96
			Department 41 - LIBRARY - GENERAL			Totals		Invoice Transactions 2		\$1,905.96
			Fund 2241 - LIBRARY-GENERAL ACCOUNT			Totals		Invoice Transactions 2		\$1,905.96
			Grand Totals					Invoice Transactions 2		\$1,905.96

# June 10, 2025 Manual Check Run

Payment Date Range 06/10/25 - 06/10/25

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2241 - LIBRARY-GENERAL ACCOUNT Department 41 - LIBRARY - GENERAL Account 67310 - BOOKS										
✓ 2455 - CARD SERVICE CENTER	2277MAY25	Summer Reading/Books/Ancestr y	Paid by Check # 80468		06/10/2025	06/10/2025	06/10/2025	06/10/2025	06/10/2025	92.47
		Account 67310 - BOOKS Totals						Invoice Transactions 1		\$92.47
✓ 2455 - CARD SERVICE CENTER	2277MAY25	Summer Reading/Books/Ancestr y	Paid by Check # 80468		06/10/2025	06/10/2025	06/10/2025	06/10/2025	06/10/2025	100.00
		Account 67410 - DONATED FUNDS/EXPENSES Totals						Invoice Transactions 1		\$100.00
✓ 2455 - CARD SERVICE CENTER	8172MAY25-2	SUMMER READING EXPENSES SRP/YA SRP	Paid by Check # 80468		06/10/2025	06/10/2025	06/10/2025	06/10/2025	06/10/2025	344.30
		Account 67420 - SUMMER READING EXPENSES Totals						Invoice Transactions 1		\$344.30
2455 - CARD SERVICE CENTER	8172MAY25-2	YOUNG ADULT EXPENSES SRP/YA SRP	Paid by Check # 80468		06/10/2025	06/10/2025	06/10/2025	06/10/2025	06/10/2025	51.84
		Account 67440 - YOUNG ADULT EXPENSES Totals						Invoice Transactions 1		\$51.84
		Department 41 - LIBRARY - GENERAL Totals						Invoice Transactions 4		\$588.61
		Fund 2241 - LIBRARY-GENERAL ACCOUNT Totals						Invoice Transactions 4		\$588.61

# June 10, 2025 Manual Check Run

Payment Date Range 06/10/25 - 06/10/25

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2243 - LIBRARY-PER CAPITA GRANT ACCOUNT Department 43 - LIBRARY - PER CAPITA										
Account 94900 - MISCELLANEOUS CHARGES										
2455 - CARD SERVICE CENTER	2277MAY25	Summer Reading/Books/Ancestr	Paid by Check # 80468		06/10/2025	06/10/2025	06/10/2025		06/10/2025	342.54
2455 - CARD SERVICE CENTER	8172MAY25-2	SRP/YA SRP	Paid by Check # 80468		06/10/2025	06/10/2025	06/10/2025		06/10/2025	56.10
Account 94900 - MISCELLANEOUS CHARGES Totals Department 43 - LIBRARY - PER CAPITA Totals Fund 2243 - LIBRARY-PER CAPITA GRANT ACCOUNT Totals										
										\$398.64
										\$398.64
										\$0.00



# June 10, 2025 Manual Check Run

Payment Date Range 06/10/25 - 06/10/25



Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2247 - LIBRARY-GRAY TRUST ACCOUNT Department 47 - LIBRARY - GRAY TRUST Account 94900 - MISCELLANEOUS CHARGES	2277MAY25	Summer Reading/Books/Ancestr y	Paid by Check # 80468		06/10/2025	06/10/2025	06/10/2025		06/10/2025	319.00
2455 - CARD SERVICE CENTER										
Account 94900 - MISCELLANEOUS CHARGES Totals Department 47 - LIBRARY - GRAY TRUST Totals Fund 2247 - LIBRARY-GRAY TRUST ACCOUNT Totals Grand Totals										
										\$319.00
										\$319.00
										\$319.00
										\$907.61

# June 16, 2025 AP Check Run

Payment Date Range 06/16/25 - 06/16/25

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2241 - LIBRARY-GENERAL ACCOUNT Department 41 - LIBRARY - GENERAL Account 51100 - MAINT SERVICES-BUILDING	76899	June	Paid by Check # 80537		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	25.00
3796 - ELM USA, INC.	5125154081	Elevator Inspection	Paid by Check # 80558		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	75.00
2597 - ILLINOIS OFFICE OF THE STATE FIRE MARSHAL	3102	Flush value Toilet Staff	Paid by Check # 80579		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	255.41
3187 - SCHMITT PLUMBING & HEATING, INC.	3144	Backflow Sprinkler	Paid by Check # 80579		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	345.00
1396 - SCHUMACHER ELEVATOR CO	90650328	June	Account 51100 - MAINT SERVICES-BUILDING Totals				Invoice Transactions 4			\$700.41
3060 - WIPFLI, LLP	3004413	License Additional	Paid by Check # 80580		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	195.70
1360 - PITNEY BOWES INC	053125	Postage	Account 51200 - MAINT SERVICES-EQUIPMENT Totals				Invoice Transactions 1			\$195.70
1047 - JENNIFER SLANEY	053125-PHONE	May phone	Paid by EFT # 36		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	10.90
1075 - CITY OF STERLING	283010-0010425	102 W 4TH ST 4/18/25 -5/17/25	Account 54900 - OTHER PROFESSIONAL SERVICE Totals				Invoice Transactions 1			\$10.90
1225 - GRUMMERTS HARDWARE 366	A549379	6" clamp for North Flagpole plaque	Paid by Check # 80572		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	201.00
1225 - GRUMMERTS HARDWARE 366	A549491	Key for North Flagpole/Public Works	Account 55100 - POSTAGE & FREIGHT Totals				Invoice Transactions 1			\$201.00
1324 - MENARDS	09472	hose,air fresher	Paid by Check # 80582		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	126.12
1027 - BAKER & TAYLOR BOOKS	2039123526	Books	Account 55200 - TELEPHONE/INTERNET Totals				Invoice Transactions 1			\$126.12
1225 - GRUMMERTS HARDWARE 366	A549379	6" clamp for North Flagpole plaque	Paid by Check # 80493		06/16/2025	06/16/2025	04/30/2025	06/16/2025	06/16/2025	58.50
1324 - MENARDS	09472	hose,air fresher	Account 57100 - GENERAL UTILITIES Totals				Invoice Transactions 1			\$58.50
1027 - BAKER & TAYLOR BOOKS	2039123526	Books	Paid by Check # 80543		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	11.68
1027 - BAKER & TAYLOR BOOKS	2039123526	Books	Account 61100 - MAINT SUPPLIES-BUILDING Totals				Invoice Transactions 2			\$14.59
1027 - BAKER & TAYLOR BOOKS	2039123526	Books	Paid by Check # 80562		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	44.05
1027 - BAKER & TAYLOR BOOKS	2039123526	Books	Account 65400 - JANITORIAL SUPPLIES Totals				Invoice Transactions 1			\$44.05
1027 - BAKER & TAYLOR BOOKS	2039123526	Books	Paid by Check # 80503		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	351.73

# June 16, 2025 AP Check Run

Payment Date Range 06/16/25 - 06/16/25

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 2241 - LIBRARY-GENERAL ACCOUNT</b>										
Department 41 - LIBRARY - GENERAL										
Account 67310 - BOOKS										
✓ 1027 - BAKER & TAYLOR BOOKS	2039113594	Books	Paid by Check # 80503		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	384.19
✓ 1027 - BAKER & TAYLOR BOOKS	2039099416	Books	Paid by Check # 80503		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	267.55
✓ 3130 - CHILDREN'S PLUS INC.	261467	Books	Paid by Check # 80507		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	129.45
Account 67310 - BOOKS Totals										
										\$1,132.92
<b>Account 67320 - PERIODICALS</b>										
✓ 1047 - JENNIFER SLANEY	053125-GAZETTE	Newspaper/May	Paid by Check # 80582		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	48.00
Account 67320 - PERIODICALS Totals										
										\$48.00
<b>Account 67340 - NON-PRINT BOOKS</b>										
✓ 2853 - MIDWEST TAPE	507230723	CDBOT	Paid by EFT # 31		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	39.99
Account 67340 - NON-PRINT BOOKS Totals										
										\$39.99
<b>Account 82000 - BUILDING</b>										
✓ 4827 - NATIONAL FLAG & POLE, LLC	3545	New North Flag Pole	Paid by Check # 80568		06/16/2025	06/16/2025	06/16/2025	06/16/2025	06/16/2025	4,230.13
Account 82000 - BUILDING Totals										
										\$4,230.13
Department 41 - LIBRARY - GENERAL Totals										
										\$6,802.31
Fund 2241 - LIBRARY-GENERAL ACCOUNT Totals										
										\$6,802.31

# June 16, 2025 AP Check Run

Payment Date Range 06/16/25 - 06/16/25



Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2243 - LIBRARY-PER CAPITA GRANT ACCOUNT Department 43 - LIBRARY - PER CAPITA Account 94900 - MISCELLANEOUS CHARGES	INV-000237	Standing Order Plan FY26	Paid by Check # 80591		06/16/2025	06/16/2025	06/16/2025		06/16/2025	4,000.00
4697 - WEPA LIBROS LLC										
										\$4,000.00
										\$4,000.00
										\$0.00

Account 94900 - MISCELLANEOUS CHARGES Totals  
 Department 43 - LIBRARY - PER CAPITA Totals  
 Fund 2243 - LIBRARY-PER CAPITA GRANT ACCOUNT Totals

# June 16, 2025 AP Check Run

Payment Date Range 06/16/25 - 06/16/25



Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2247 - LIBRARY-GRAY TRUST ACCOUNT										
Department 47 - LIBRARY - GRAY TRUST										
Account 94900 - MISCELLANEOUS CHARGES										
1027 - BAKER & TAYLOR BOOKS	2039120005	Books	Paid by Check # 80503		06/16/2025	06/16/2025	06/16/2025		06/16/2025	107.38
1027 - BAKER & TAYLOR BOOKS	2039099416	Books	Paid by Check # 80503		06/16/2025	06/16/2025	06/16/2025		06/16/2025	58.19
			Account 94900 - MISCELLANEOUS CHARGES			Totals		Invoice Transactions 2		\$165.57
			Department 47 - LIBRARY - GRAY TRUST			Totals		Invoice Transactions 2		\$165.57
			Fund 2247 - LIBRARY-GRAY TRUST ACCOUNT			Totals		Invoice Transactions 2		\$165.57
			Grand Totals					Invoice Transactions 24		\$6,967.88

# June 24, 2025 Manual Check Run

Payment Date Range 06/24/25 - 06/24/25

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 2241 - LIBRARY-GENERAL ACCOUNT Department 41 - LIBRARY - GENERAL										
Account 51200 - MAINT SERVICES-EQUIPMENT										
1410 - ALARM DETECTION SYSTEMS, INC. 67111-1090		QUARTERLY CHARGES JUL-SEPT 2025	Paid by Check # 80631		06/24/2025	06/24/2025	06/24/2025		06/24/2025	157.59
Account 51200 - MAINT SERVICES-EQUIPMENT		Totals						Invoice Transactions 1		\$157.59
Account 57100 - GENERAL UTILITIES										
1254 - IL AMERICAN WATER CO	10001421513JU N25	102 W 4TH ST 5/14/25 -6/10/25	Paid by Check # 80647		06/24/2025	06/24/2025	06/24/2025		06/24/2025	70.93
Account 57100 - GENERAL UTILITIES		Totals						Invoice Transactions 1		\$70.93
Department 41 - LIBRARY - GENERAL		Totals						Invoice Transactions 2		\$228.52
Fund 2241 - LIBRARY-GENERAL ACCOUNT		Totals						Invoice Transactions 2		\$228.52
Grand Totals								Invoice Transactions 2		\$228.52



# LIBRARY FUNDS REVENUE PERFORMANCE

Fiscal Year to Date 06/30/25  
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund <b>2241 - LIBRARY-GENERAL ACCOUNT</b>										
Department <b>00 - REVENUE</b>										
REVENUE										
31110	CORPORATE TAXES	461,618.00	.00	461,618.00	.00	.00	.00	461,618.00	0	206,731.20
31120	FIRE PROTECTION/LIBRARY BLDG	41,965.00	.00	41,965.00	.00	.00	.00	41,965.00	0	18,829.81
31180	TORT & LIABILITY TAX	44,135.00	.00	44,135.00	.00	.00	.00	44,135.00	0	23,495.33
34200	STATE REPLACEMENT TAX	120,450.00	.00	120,450.00	.00	.00	26,668.38	93,781.62	22	31,471.10
35300	LIBRARY FINES	900.00	.00	900.00	53.04	.00	109.47	790.53	12	230.92
36710	LIBRARY CARDS	8,000.00	.00	8,000.00	530.00	.00	1,425.00	6,575.00	18	1,690.00
36720	COPY SERVICE	6,000.00	.00	6,000.00	353.70	.00	1,054.46	4,945.54	18	1,101.34
36730	PASSPORTS	3,000.00	.00	3,000.00	35.00	.00	315.00	2,685.00	10	210.00
38110	SV, VR & MM INTEREST	15,000.00	.00	15,000.00	.00	.00	1,594.34	13,405.66	11	3,830.01
38300	DONATIONS	30,000.00	.00	30,000.00	.00	.00	100.00	29,900.00	0	825.00
38700	REIMBURSEMENTS	500.00	.00	500.00	.00	.00	.00	500.00	0	419.40
39200	SALE OF PROPERTY	2,500.00	.00	2,500.00	137.50	.00	231.00	2,269.00	9	234.00
<b>REVENUE TOTALS</b>		<b>\$734,068.00</b>	<b>\$0.00</b>	<b>\$734,068.00</b>	<b>\$1,109.24</b>	<b>\$0.00</b>	<b>\$31,497.65</b>	<b>\$702,570.35</b>	<b>4%</b>	<b>\$289,068.11</b>
Department <b>00 - REVENUE</b> Totals		<b>\$734,068.00</b>	<b>\$0.00</b>	<b>\$734,068.00</b>	<b>\$1,109.24</b>	<b>\$0.00</b>	<b>\$31,497.65</b>	<b>\$702,570.35</b>	<b>4%</b>	<b>\$289,068.11</b>
Fund <b>2241 - LIBRARY-GENERAL ACCOUNT</b> Totals		<b>\$734,068.00</b>	<b>\$0.00</b>	<b>\$734,068.00</b>	<b>\$1,109.24</b>	<b>\$0.00</b>	<b>\$31,497.65</b>	<b>\$702,570.35</b>		<b>\$289,068.11</b>



# LIBRARY FUNDS REVENUE PERFORMANCE

Fiscal Year to Date 06/30/25

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund	<b>2243 - LIBRARY-PER CAPITA GRANT ACCOUNT</b>									
Department	<b>00 - REVENUE</b>									
	REVENUE									
34400	STATE GRANTS	21,776.00	.00	21,776.00	.00	.00	.00	21,776.00	0	.00
	<b>REVENUE TOTALS</b>	<b>\$21,776.00</b>	<b>\$0.00</b>	<b>\$21,776.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,776.00</b>	<b>0%</b>	<b>\$0.00</b>
Department	<b>00 - REVENUE Totals</b>	<b>\$21,776.00</b>	<b>\$0.00</b>	<b>\$21,776.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,776.00</b>	<b>0%</b>	<b>\$0.00</b>
Fund	<b>2243 - LIBRARY-PER CAPITA GRANT ACCOUNT Totals</b>	<b>\$21,776.00</b>	<b>\$0.00</b>	<b>\$21,776.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$21,776.00</b>		<b>\$0.00</b>



# LIBRARY FUNDS REVENUE PERFORMANCE

Fiscal Year to Date 06/30/25  
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund <b>2247 - LIBRARY-GRAY TRUST ACCOUNT</b>										
Department <b>00 - REVENUE</b>										
REVENUE										
38110	SV, VR & MM INTEREST	4,500.00	.00	4,500.00	.00	.00	419.19	4,080.81	9	1,302.75
38120	INVESTMENT INTEREST	8,000.00	.00	8,000.00	.00	.00	2,950.67	5,049.33	37	1,189.40
38140	REALIZED GAIN/LOSS ON INV	700.00	.00	700.00	.00	.00	6.10	693.90	1	.00
38190	UNREALIZED GAIN/LOSS ON INV	.00	.00	.00	.00	.00	(476.10)	476.10	+++	1,846.29
<b>REVENUE TOTALS</b>		<b>\$13,200.00</b>	<b>\$0.00</b>	<b>\$13,200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,899.86</b>	<b>\$10,300.14</b>	<b>22%</b>	<b>\$4,338.44</b>
Department <b>00 - REVENUE</b> Totals		<b>\$13,200.00</b>	<b>\$0.00</b>	<b>\$13,200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,899.86</b>	<b>\$10,300.14</b>	<b>22%</b>	<b>\$4,338.44</b>
Fund <b>2247 - LIBRARY-GRAY TRUST ACCOUNT</b> Totals		<b>\$13,200.00</b>	<b>\$0.00</b>	<b>\$13,200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,899.86</b>	<b>\$10,300.14</b>		<b>\$4,338.44</b>



# LIBRARY FUNDS REVENUE PERFORMANCE

Fiscal Year to Date 06/30/25  
Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund	<b>2249 - LIBRARY-BUILDING PROJECT</b>									
Department	<b>00 - REVENUE</b>									
	REVENUE									
39900	INTERFUND OPERATING TRANSFERS	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	.00
	REVENUE TOTALS	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0%	\$0.00
	Department <b>00 - REVENUE</b> Totals	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0%	\$0.00
Fund	<b>2249 - LIBRARY-BUILDING PROJECT</b> Totals	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00		\$0.00



# LIBRARY FUNDS REVENUE PERFORMANCE

Fiscal Year to Date 06/30/25

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund	<b>2250 - LIBRARY - RRLC FUND</b>									
Department	<b>00 - REVENUE</b>									
	REVENUE									
34400	STATE GRANTS	71,504.00	.00	71,504.00	.00	.00	.00	71,504.00	0	.00
38110	SV, VR & MM INTEREST	.00	.00	.00	.00	.00	142.22	(142.22)	+++	7.33
38700	REIMBURSEMENTS	18,000.00	.00	18,000.00	.00	.00	.00	18,000.00	0	.00
	<b>REVENUE TOTALS</b>	<b>\$89,504.00</b>	<b>\$0.00</b>	<b>\$89,504.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$142.22</b>	<b>\$89,361.78</b>	<b>0%</b>	<b>\$7.33</b>
	Department <b>00 - REVENUE</b> Totals	<b>\$89,504.00</b>	<b>\$0.00</b>	<b>\$89,504.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$142.22</b>	<b>\$89,361.78</b>	<b>0%</b>	<b>\$7.33</b>
	Fund <b>2250 - LIBRARY - RRLC FUND</b> Totals	<b>\$89,504.00</b>	<b>\$0.00</b>	<b>\$89,504.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$142.22</b>	<b>\$89,361.78</b>		<b>\$7.33</b>
	Grand Totals	<b>\$888,548.00</b>	<b>\$0.00</b>	<b>\$888,548.00</b>	<b>\$1,109.24</b>	<b>\$0.00</b>	<b>\$34,539.73</b>	<b>\$854,008.27</b>		<b>\$293,413.88</b>

Report of Cash & Investments May 1, 2007-2025

General Operating Account only (no Gray, Building, Per Capita)

Balance

2007	\$238,949.43
2008	\$306,453.32
2009	\$323,208.05
2010	\$486,418.09
2011	\$422,800.21
2012	\$432,813.01
2013	\$477,475.70
2014	\$436,718.59
2015	\$448,439.36
2016	\$451,406.53
2017	\$521,440.62
2018	\$549,358.66
2019	\$570,751.33
2020	\$511,185.26
2021	\$618,198.49
2022	\$1,075,819.98
2023	\$1,168,386.31
2024	\$1,253,123.37
2025	\$1,392,058.23

**STERLING PUBLIC LIBRARY  
REPORT OF CASH & INVESTMENTS  
May 31, 2025**

	General Operating 2241	Per Capita 2243	Gray Trust 2247	LSTA Grant 2248	Building Project 2249	RRLC 2250	Total
Cash	1,305,767.16	4,710.04	85,903.70	4,340.30	-	90,558.88	1,491,280.08
Investments	0.35		284,023.56				284,023.91
Current Receivables	26,668.38	-	3,847.00	-			30,515.38
Current Payables	(12,523.90)	-	-	-	-	-	(12,523.90)
<b>Cash Available Balance</b>	<b>1,319,911.99</b>	<b>4,710.04</b>	<b>373,774.26</b>	<b>4,340.30</b>	<b>-</b>	<b>90,558.88</b>	<b>1,793,295.47</b>
05/01/25 Beg Balance	1,389,287.83	4,710.04	370,904.46	4,340.30	-	90,416.66	1,859,659.29
Revenue - May	30,388.41	-	2,899.86	-	-	142.22	33,430.49
Expense - May	(99,764.25)	-	(30.06)	-	-	-	(99,794.31)
05/31/25 Cash Avail Bal	1,319,911.99	4,710.04	373,774.26	4,340.30	-	90,558.88	1,793,295.47

Director's Report  
June 2025

Well, this has been a very interesting month and at times very frustrating. Let's start off with the frustrating things. I have been dealing with plumbing and sprinkler issues. The plumbing issues began with the flush not clearing the toilet bowl in the staff bathroom. I had the flush mechanism replaced only to have the pressure release mechanism on the sprinkler to release water into the closet pit in my office, which it is supposed to do. Only the staff bathroom toilet causes the water to be released into the closet. This led to an emailing Tom Heuck, Willett Hoffman, for help on the issue. Tom Heuck roped in Jay Most, MOST Plumbing and S.J. Carlson installed the sprinkler system in 2023. S.J. Carlson came out and couldn't figure out this issue and sent it back to MOST Plumbing to test the pressure on the sprinkler system. Come find out that we need to test the sprinkler system every year. Well, MOST plumbing came and tested the sprinkler system, and we passed so that is not the issue. MOST plumbing suggested we install a tank on the domestic line to help with the issue. Well, I'm sorry to report that it did not solve the problem. I have emailed Tom (Willett Hoffman) and they will send out a plumbing engineer to take a look at the problem. Nobody can explain why this is happening and why now after 2 years.

The other frustrating issue has been the Board Docs or Diligent software that the City uses for public meetings. We switched to a new version, and it has been one headache after another. I have tried numerous times to create an agenda and after many attempts with the help desk. Teri, City Clerk, and I finally got one to stick in a draft form.

I received another resignation; Cheryl Ogg will be leaving the staff on July 1<sup>st</sup>. She needs to address personal issues that will require more time off than she wishes to burden the staff and me with juggling the schedule. Naomi Meeks will be leaving on July 31<sup>st</sup> to go back to school to get her master's in psychology. I have posted the job opening on the City's webpage. I have received quite a few applications and hope to start interviewing to fill two positions in the coming weeks.

The bookmobile committee met and will request the Board to move forward with purchasing a vehicle at the meeting. The library now has a membership with the Association of Bookmobile and Outreach Services. This is the association that I attended the annual conference in Indianapolis and picked up contact information for companies that sell vehicles.

I am happy to report that Chadwick Public Library District received the RAILS grant to join the RRLC. I am working on getting them added and over the next couple of months items will appear in the online catalog. They have roughly 18,000 items that will need to be cataloged. Our goal is to have them requesting materials by the end of the year.

I did manage to get the annual report filed with the State Library. Well, that seems to be all my news for the month. See you Tuesday night.

## June 2025 Children's Statistics

### **First Friday Fun**

- Scavenger Hunt – (moving to July stats)
- I Spy Activity – (moving to July stats)

### **Family Nights**

- June 3 – Therapy Dogs – 25 kids, 24 adults, 5 dogs
- June 10 – Tie Dye Night – 37 kids, 23 adults
- June 17 – Puzzle Competition – 5 kids, 6 adults
- June 24 – Escape Room – 13 kids, 8 adults

**Learn to Draw with Hope Larson** – June 11 – 10 kids

**Pokemon Club** – June 17 – 12 kids, 9 adults

### Toddler Time

- June 6 – 11 kids, 14 adults
- June 13 – 4 kids, 6 adults
- June 20 – 12 kids, 12 adults
- June 27 – 6 kids, 6 adults

### Preschool Storytime

- June 6 – 13 kids, 11 adults
- June 13 – 10 kids, 9 adults
- June 20 – 5 kids, 6 adults
- June 27 – 13 kids, 9 adults

### **Lego Club**

- May 31 – 15 kids, 10 adults

**PFLAG Storytime** – June 28 – 3 kids, 4 adults

**KAB** – June 30 – (adding to July stats)

**ARKS Book Club (Adult Program)** – moved to July 1 (adding to July stats)

**Bookworm Bags** – 26 kids

### **Outreach Visits**

- Farmers Market
  - o May 24 – 67 people
  - o May 31 – 97 people
  - o June 7 – 78 people, 5 books sold
  - o June 14 – 57 people, 9 books sold
  - o June 21 – 45 people, 15 books sold
  - o June 28 – 59 people, 1 book sold
- Sterling Rock Falls Daycare – June 9 – 9 kids, 4 adults
- YMCA Storytimes

- o June 11 – 92 kids, 11 adults
- o June 18 – 94 kids, 14 adults
- o June 25 – Cancelled

## Sterling Public Library Circulation Statistics By Collection to June 2025

<b>Adult Collection</b>	<b>Month Total</b>	<b>FYTD 2026</b>	<b>FYTD 2025</b>
Books on CD	66	149	120
Fiction	783	1,532	1,737
Internet	368	696	603
Large Type	623	1,303	1,102
Microfilm/Equipment	12	18	20
Non-Fiction	353	720	536
Interlibrary Loan	111	197	140
Intralibrary Loan-Schools	1	14	6
Intra-Library Loan-Public	364	620	434
Find More Illinois	90	149	83
Paperback Exchange	47	64	116
Periodicals	71	140	146
Reference	0	0	0
History Room	68	127	53
Spanish	48	108	25
DVD's	298	563	372
E-Books/Audio/Stream	1,352	2,663	2,491
Graphic Novels	107	265	282
Puzzles	61	87	77
Kits/Media	0	0	0
<b>Adult Totals</b>	<b>4,823</b>	<b>9,415</b>	<b>8,343</b>

<b>YA Collection</b>	<b>Month Total</b>	<b>FYTD 2026</b>	<b>FYTD 2025</b>
Fiction	216	394	374
Non-Fiction	8	10	11
<b>YA Totals</b>	<b>224</b>	<b>404</b>	<b>385</b>

<b>Juvenile Collection</b>	<b>Month Total</b>	<b>FYTD 2026</b>	<b>FYTD 2025</b>
Books On CD	34	75	53
Compact Discs	6	16	29
Nintendo Switch	15	19	21
Fiction	1,294	2,080	1,614
Non-Fiction	575	983	903
Picture Books	1,817	2,992	2,512
Spanish	28	38	28
DVDs	130	198	121
GoGo Gadgets*	22	50	40
<b>Juvenile Totals</b>	<b>3,921</b>	<b>6,451</b>	<b>5,321</b>

<b>Grand Totals</b>	<b>8,968</b>	<b>16,270</b>	<b>14,049</b>
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Sterling Public Library Circulation Statistics 2025-2026													
	May	June	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	YTD
<b>Total Adult/YA materials 2025-2026</b>	<b>4,772</b>	<b>5,047</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,819</b>
Total Adult/YA materials 2024-2025	4,209	4,519	4,565	4,446	4,172	5,381	4,188	4,099	4,613	4,441	4,389	4,570	53,592
<b>Total Children's Materials 2025-2026</b>	<b>2,530</b>	<b>3,921</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,451</b>
Total Children's Materials 2024-2025	2,047	3,274	3,136	2,598	2,382	3,078	2,881	2,140	2,569	2,251	2,498	2,878	31,732
Internet Usage	328	368											696
Materials borrowed by Rock Falls patrons	400	480											880
Materials borrowed by Dixon Patrons	63	88											151
Materials borrowed by Milledgeville Patrons	53	87											140
Materials borrowed by Reciprocal patrons	14	9											23
Interlibrary Loan													
Received	112	565											677
Sent	11	113											124
Conference room use													
Adult	405	499											904
Young Adult	6	5											11
Juvenile	13	194											207
Juvenile Dept. Study Room	68	83											151
Book Subscription Boxes	40	39											79
Picture book bundles (Bookworm Bags)	17	25											42
Passive programs (Crafts, scavenger hunts)	111	0											111
Class Visits													
Adults	5	0											5
Children	27	0											27
Outreach													
Adults		29											29
Young Adult (Grades 6th-12th)													0
Children	540	195											735
Farmers market/YMCA	137	403											540
Taste of Fiesta													0

