IPLAR

As Secretary of State and State librarian, I commend our Illinois public libraries on the outstanding services they provide that enhance and enrich the lives of our citizens.

I truly appreciate the efforts and hard work of the 600+ Illinois public libraries in completing the Illinois Public Library Annual Report (IPLAR). The collected data provides a concise snapshot of the current status of Illinois public library services and programs. In addition, the collected information is shared nationally through the Federal-State Cooperative System (FSCS) for Public Library Data. As a result, Illinois librarians have the opportunity to compare themselves with their Illinois peers and librarians through-out the nation.

Again, thank you very much for your hard work in completing the current IPLAR, and for all the good work you do in keeping our patrons educated, entertained, and enlightened.

Sincerely, Jesse White

DEKALB PUBLIC LIBRARY   2015

IDENTIFICATION (1.1 - 1.37)

1.1ISL Control # [PLSC 151, PLSC 701]	30224
1.2ISL Branch # [PLSC 151, PLSC 701]	00
1.3aFSCS ID [PLSC 150, PLSC 700]	IL0135
1.3bFSCS_SEQ [PLSC 700]	002
1.4aLegal Name of Library [PLSC 152]	DeKalb Public Library
1.4bIf this locked question's answer has changed, then enter the updated answer here.	
1.5aFacility Street Address [PLSC 153]	309 Oak Street
1.5bIf this locked question's answer has changed, then enter the updated answer here.	
1.6aFacility City [PLSC 154]	DeKalb
1.6bIf this locked question's answer has changed, then enter the updated answer here.	
1.7aFacility Zip [PLSC 155]	60115
1.7bIf this locked question's answer has changed, then enter the updated answer here.	
1.8aFacility Zip +4 [PLSC 156]	3369
1.8bIf this locked question's answer has changed, then enter the updated answer here.	
1.9aMailing Address [PLSC 157]	309 Oak Street
1.9bIf this locked question's answer has changed, then enter the updated answer here.	
1.10aMailing City [PLSC 158]	DeKalb
1.10bIf this locked question's answer has changed, then enter the updated answer here.	
1.11aMailing Zip [PLSC 159]	60115
1.11bIf this locked question's answer has changed, then enter the updated answer here.	
1.12aMailing Zip +4 [PLSC 160]	3369
1.12bIf this locked question's answer has changed, then enter the updated answer here.	
1.13aLibrary Telephone Number [PLSC 162]	815-756-9568
1.13bIf this locked question's answer has changed, then enter the updated answer here.	
1.14aLibrary FAX Number	815-756-7837
1.14bIf this locked question's answer has changed, then enter the updated answer here.	
1.15WWW Home Page	http://www.dkpl.org

Library Director's Information

1.16Name	Dee Coover
1.17Title	Director
1.18Library Director's E-mail	deec@dkpl.org

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Library Information

1.19aType of library	City
1.19bIf this locked question's answer has changed, then enter the updated answer here.	
1.19cLegal Basis Code [PLSC 201]	Municipal (city, town or village)
1.19dGeographic Code [PLSC 204]	Municipal Government (city, town or village) (exactly)
1.20Is your library a combined public and school library?	No
1.21Does your library contract with another library to RECEIVE ALL your library services?	No

Contract for Services

1.22IF YES, list the names(s) of the library(ies) with whom you contract (Enter each in a separate repeating field)	-1
1.22IF YES, list the names(s) of the library(ies) with whom you contract (Enter each in a separate repeating field)	-1

Administrative Information

1.23aCounty in which the administrative entity is located [PLSC 161]	DeKalb
1.23bIf this locked question's answer has changed, then enter the updated answer here.	
1.23cMetropolitan Status Code [PLSC 710]	Not in a Metropolitan Area
1.24Did the administrative entity's legal service area boundaries change during the past year? [PLSC 205, 75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)]	No
1.26aPopulation residing in tax base (Use the latest official federal census figure) [PLSC 208]	44,030
1.26bIf this locked question's answer has changed, then enter the updated answer here.	
1.27If the population has changed from the prior year's answer, then indicate the reason.	
1.28aThis library is currently a member of what Illinois library system?	RAILS
1.28bIf this locked question's answer has changed, then enter the updated answer here.	
1.28cInterlibrary Relationship Code [PLSC 200]	Member of a Federation or Cooperative
1.29Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.30Does this library have paid staff?	Yes
1.31Does this library have an established schedule in which services of the staff are available to the public?	Yes
1.32Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.33Is this library supported in whole or in part with public funds?	Yes
1.34Does this public library meet ALL the criteria of the PLSC public library definition? [PLSC 203]	Yes
1.35Number of Central Libraries [PLSC 209]	1
1.36Outlet Type Code [PLSC 709]	Central Library
1.37Administrative Structure Code [PLSC 202]	Administrative Entity with a Single Direct Service Outlet

BRANCHES AND BOOKMOBILE OUTLETS (2.1 - 2.17)

2.1Total number of bookmobiles [PLSC 211 & PLSC 712]	0
2.2Total number of branch libraries [PLSC 210]	0

ANNUAL REPORT DATA (3.1 - 3.7)

3.1Fiscal Year Start Date (mm/dd/year) [PLSC 206]	07/01/2014
3.2Fiscal Year End Date (mm/dd/year) [PLSC 207]	06/30/2015
3.3Number of months in this fiscal year	12
3.4Name of person preparing this annual report	Patricia Adamkiewicz
3.5Telephone Number	815-756-9568
3.6FAX Number	815-756-7837
3.7E-Mail Address	pata@dkpl.org

REFERENDA (4.1 - 4.12)

4.1Was your library involved in a referendum in FY2014/2015?	No

Referenda dates

If in the last year, or in the period before filing this report, the library board took action to a) convert to public library district status by approval of the corporate authority [75 ILCS 16/10-15]; and/or b) the public library district annexed additional territory in an unincorporated area by backdoor referendum [75 ILCS 16/15-5, et seq.]; and/or c) your public library district took any other action by backdoor referendum, indicate the effective date of the action.

4.7Conversion - Effective Date (mm/dd/year)	-1
4.8Annexation - Effective Date (mm/dd/year)	-1
4.9Other (please specify)	-1
4.10Other - Effective Date (mm/dd/year)	-1
4.11Other (please specify)	-1
4.12Other - Effective Date (mm/dd/year)	-1

CURRENT LIBRARY BOARD (5.1 - 5.14)

NOTE: This information is used for directory purposes and for meeting the annual legal reporting requirements of public library districts. Report the most current information available.

[75 ILCS 5/4-1, et seq., 75 ILCS 16/30-5, et seq.]

5.1Total number of board seats	9
5.2Total number of vacant board seats	0
5.3This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes
5.4IF NO, please explain	

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Members

5.5Name	Susan Richter
5.6Trustee Position	Treasurer
5.7Present Term Ends (mm/year)	06/2016
5.8Telephone Number	815-758-7182
5.9E-mail Address	susanrichter@juno.com
5.10Home Address	318 Sycamore Road
5.11City	DeKalb
5.12State	IL
5.13Zip	60115
5.14Zip +4	3369

Second member

5.5Name	Clarence Casella
5.6Trustee Position	Other
5.7Present Term Ends (mm/year)	06/2016
5.8Telephone Number	815-758-1661
5.9E-mail Address	clarence.casella@comcast.net
5.10Home Address	739 N. 10th Street
5.11City	DeKalb
5.12State	IL
5.13Zip	60178
5.14Zip +4	3369

Third member

5.5Name	Alan Genis
5.6Trustee Position	Other
5.7Present Term Ends (mm/year)	06/2016
5.8Telephone Number	815-758-7185
5.9E-mail Address	agenis@niu.edu
5.10Home Address	15 Cari Court
5.11City	DeKalb
5.12State	IL
5.13Zip	60115
5.14Zip +4	3369

Fourth member

5.5Name	Wendell Johnson
5.6Trustee Position	Other
5.7Present Term Ends (mm/year)	06/2017
5.8Telephone Number	815-756-8279
5.9E-mail Address	wendelljohnson2005@yahoo.com
5.10Home Address	112 Pooler Avenue
5.11City	DeKalb
5.12State	IL
5.13Zip	60115
5.14Zip +4	3369

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Fifth member

5.5Name	Imelda Koehler
5.6Trustee Position	Secretary
5.7Present Term Ends (mm/year)	06/2015
5.8Telephone Number	815-748-4360
5.9E-mail Address	imelda1213@gmail.com
5.10Home Address	513 Lucerne Lane
5.11City	DeKalb
5.12State	IL
5.13Zip	60115
5.14Zip +4	3369

Sixth member

5.5Name	Carolyn Massey
5.6Trustee Position	Other
5.7Present Term Ends (mm/year)	06/2015
5.8Telephone Number	815-756-8341
5.9E-mail Address	carolyn_m_massey@yahoo.com
5.10Home Address	3118 Fairway Oaks Drive
5.11City	DeKalb
5.12State	IL
5.13Zip	60115
5.14Zip +4	3369

Seventh member

5.5Name	Clark Neher
5.6Trustee Position	Vice-President
5.7Present Term Ends (mm/year)	06/2015
5.8Telephone Number	815-748-4513
5.9E-mail Address	cneher@niu.edu
5.10Home Address	2917 Greenwood Acres
5.11City	DeKalb
5.12State	IL
5.13Zip	60115
5.14Zip +4	3369

Eighth member

5.5Name	Janis Kirts
5.6Trustee Position	Other
5.7Present Term Ends (mm/year)	06/2017
5.8Telephone Number	815-758-6489
5.9E-mail Address	jak72tek@aol.com
5.10Home Address	7 Sylvan Lane
5.11City	DeKalb
5.12State	IL
5.13Zip	60115
5.14Zip +4	3369

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Ninth member

5.5Name	Virginia Cassidy
5.6Trustee Position	President
5.7Present Term Ends (mm/year)	06/2017
5.8Telephone Number	815-756-5426
5.9E-mail Address	vcassidy@niu.edu
5.10Home Address	212 Laurel Lane
5.11City	DeKalb
5.12State	IL
5.13Zip	60115
5.14Zip +4	3369

FRIENDS GROUP/FOUNDATION (6.1 - 6.2)

6.1Does your library have a friends group?	
6.2Does your library have a library foundation?	

FACILITY/FACILITIES (7.1 - 7.2)

7.aTotal square footage of the main library building [PLSC 711]	19,786
7.1bIf this locked question's answer has changed, then enter the updated answer here.	
7.1cIndicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.	-1
7.2Total square footage of the branch library building(s), if applicable	-3
7.2bIndicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.	-1

ASSETS AND LIABILITIES (8.1 - 8.13)

PROPERTY

8.1What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	$5,796,714
8.2During the last fiscal year, did the library acquire any real and/or personal property? [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)]	No

ESTIMATED REPLACEMENT COST

8.8What is the estimated replacement cost for the library's furniture, equipment, and vehicles?	$3,479,139

FISCAL ACCUMULATIONS

8.9 Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)? [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)]	Yes
8.10 IF YES, then prepare a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations. [75 ILCS 5/4-10(7) , 75 ILCS 16/30-65(a)(4)]	The library has the following Endowed Accounts: Ellis Fund $10,319.80; Nelson Fund $62101.81; Baird Fund $61466.80; Newsham Fund $89049.54.The interest of these is used to purchase library materials. DeKalb County Foundation has $76,247.78 and interest is used to purchase library materials. Special Reserve Fund of $400 restricted for non-operational purposes. TIF Surplus has been established for the debt servicing for the repayment of monies used to purchase land for expansion-total of fund $8,789.21.Non property tax surplus has been established for surpluses resulting at end of fiscal year. Currently at $1,425.85 and are not restricted. Philanthropy Fund established for debt servicing on loan from three local banks of $3 million. Current fund is at $2.1 with legally binding pledges. Construction Fund established with monies from State of Illinois Construction grant funds, City of DeKalb bond funds, City of DeKalb TIF funds for purpose of constructing an addition to the library.

LIABILITIES

8.11 Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.? [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)]	Yes
8.12 IF YES, what is the total amount of the outstanding liabilities? [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)]	$9,966,666
8.13 IF YES, then prepare a statement that identifies each outstanding liability and its specific dollar amount. [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)]	$2,800,00 is from banks for our Expansion Project. $6,500,000 from Municipal Bonds from City of DeKalb for Expansion Project. Also approximately $666,666.00 left to pay on land plus interest for our Expansion Project.

OPERATING RECEIPTS BY SOURCE (9.1 - 9.22)
Operating receipts are the monies received and utilized during the fiscal year to support the provision of ongoing, day-to-day library services.

Exclude: revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants.

NOTE: Round answers to the nearest whole dollar.

[75 ILCS 5/4-10(1), 75 ILCS 16/30-65(a)(6)]

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LOCAL GOVERNMENT

9.1Local government [PLSC 300] (except capital income from bond sales which must be reported in 13.1a only)	$2,257,412

STATE GOVERNMENT
Exclude: Federal funds distributed by the State of Illinois.

9.2Per capita grant	$55,037
9.3Equalization aid grant	$0
9.4Personal property replacement tax	$38,763
9.5Educate and Automate grants (an IL State Library grant)	$0
9.6Other	$72,541
9.7If Other, please specify	TIF Surplus
9.8Total State Government Funds (9.2 + 9.3 + 9.4 + 9.5 + 9.6) [PLSC 301]	$166,341

FEDERAL GOVERNMENT
Include: Federal funds distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

9.9LSTA funds received	$0
9.10E-Rate funds received	$0
9.11Other federal funds received	$15,000
9.12If Other, please specify	NEA Grant
9.13Total Federal Government Funds (9.9 + 9.10 + 9.11) [PLSC 302]	$15,000

OTHER INCOME

9.14Bill and Melinda Gates Foundation grant monies received	$0
9.15aOther receipts intended to be used for operating expenditures	$137,212
9.15bOther non-capital receipts placed in reserve funds	$0
9.16TOTAL all other receipts (9.14 + 9.15a, BUT NOT 9.15b) [PLSC 303]	$137,212

TOTAL OPERATING RECEIPTS
[75 ILCS 5/4-10(1), 75 ILCS 16/30-65(a)(6)]

9.17TOTAL receipts (9.1 + 9.8 + 9.13 + 9.16) [PLSC 304]	$2,575,965
9.18The library safeguards its funds using which option?	Surety Bond
9.19What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	$1,167,657
9.20aIs the amount of the surety bond in compliance with library law? [75 ILCS 5/4-9, 75 ILCS 16/30-45(e)]	
9.20bIs the amount of the insurance policy or other insurance instrument in compliance with library law? [75 ILCS 5/4-9, 75 ILCS 16/30-45(e)]	
9.21The designated custodian of the library's funds is:	Library Treasurer
9.22Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?	

OPERATING EXPENDITURES BY CATEGORY (10.1 - 10.4)

Operating expenditures are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

NOTE: Round answers to the nearest whole dollar.

[75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)]

10.1Salaries and wages for all library staff [PLSC 350]	$1,005,849
10.2Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLSC 351]	$338,611
10.3Total Staff Expenditures (10.1 + 10.2) [PLSC 352]	$1,344,460
10.4If this library answered question 10.2 as zero or N/A then choose an answer from the drop-down.	

MATERIALS EXPENDITURES (11.1 - 11.4)

Include: All materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed.

Exclude: Charges or fees for interlibrary loans and Expenditures for document delivery.

[75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)]

11.1Printed Materials [PLSC 353]	$125,750
11.2Electronic Materials [PLSC 354]	$88,615
11.3Other Materials [PLSC 355]	$15,482
11.4TOTAL Materials Expenditures (11.1 + 11.2 + 11.3) [PLSC 356]	$229,847

OTHER OPERATING EXPENDITURES (12.1 - 12.3)

Exclude: Purchases of major fixed assets (Report in Capital Expenditures)

NOTE: Round answers to the nearest whole dollar.

[75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)]

12.1All other operating expenditures not included above [PLSC 357]	$914,897
12.2TOTAL operating expenditures (10.3 + 11.4 + 12.1) [PLSC 358]	$2,489,204
12.3Children's Materials Expenditures	$31,554

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CAPITAL REVENUE AND EXPENDITURES (13.1 - 13.7)

Include funds received for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

CAPITAL REVENUE

NOTE: Round answers to the nearest whole dollar.

13.1aLocal Government: Capital Income from Bond Sales	$6,500,000
13.1bLocal Government: Other	$2,000,000
13.1cTotal Local Government (13.1a + 13.1b) [PLSC 400]	$8,500,000
13.2State Government [PLSC 401]	$6,974,563
13.3Federal Government [PLSC 402]	$0
13.4Other [PLSC 403]	$447,366
13.5If Other, please specify	0
13.6Total Capital Revenue (13.1c + 13.2 + 13.3 + 13.4) [PLSC 404]	$15,921,929

CAPITAL EXPENDITURES

13.7Total Capital Expenditures [PLSC 405]	$10,308,000

PERSONNEL (14.1 - 14.50)

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees – do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

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Group A

Librarians with MASTER'S DEGREES (OR DOCTORATES OR CERTIFICATES OF ADVANCED STUDIES) FROM AN AMERICAN LIRARY ASSOCIATION ACCREDITED PROGRAM OF LIBRARY AND INFORMATION STUDIES. [PLSC 250]

14.1 Position Title	Director
14.2 Primary Work Area Code	Library Director
14.3 Secondary Work Area Code [OPTIONAL]	
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	
14.7 Total Hours/Week	37.50
14.1 Position Title	Reference
14.2 Primary Work Area Code	Reference
14.3 Secondary Work Area Code [OPTIONAL]	
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	
14.7 Total Hours/Week	37.50
14.1 Position Title	Reference
14.2 Primary Work Area Code	Young Adult Services
14.3 Secondary Work Area Code [OPTIONAL]	Adult Services
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Male
14.6 Hourly Rate	
14.7 Total Hours/Week	37.50
14.1 Position Title	Youth Services Manager
14.2 Primary Work Area Code	Children's Services
14.3 Secondary Work Area Code [OPTIONAL]	
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	
14.7 Total Hours/Week	37.50
14.1 Position Title	Reference
14.2 Primary Work Area Code	Reference
14.3 Secondary Work Area Code [OPTIONAL]	
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	
14.7 Total Hours/Week	37.50
14.1 Position Title	Reference
14.2 Primary Work Area Code	Reference
14.3 Secondary Work Area Code [OPTIONAL]	
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	
14.7 Total Hours/Week	37.50
14.1 Position Title	Reference
14.2 Primary Work Area Code	Reference
14.3 Secondary Work Area Code [OPTIONAL]	
14.4 Education Code	Master's Degree (ALA accredited)
14.5 Sex	Female
14.6 Hourly Rate	
14.7 Total Hours/Week	8.00
14.1 Position Title	Reference
14.2 Primary Work Area Code	Reference
14.3 Secondary Work Area Code [OPTIONAL]	
14.4 Education Code	Master's Degree (ALA accredited)

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14.5Sex	Female
14.6Hourly Rate	
14.7Total Hours/Week	8.00
14.1Position Title	Reference
14.2Primary Work Area Code	Reference
14.3Secondary Work Area Code [OPTIONAL]	
14.4Education Code	Master's Degree (ALA accredited)
14.5Sex	Female
14.6Hourly Rate	
14.7Total Hours/Week	8.00
14.1Position Title	EBook Reference
14.2Primary Work Area Code	Other Type of Librarian
14.3Secondary Work Area Code [OPTIONAL]	
14.4Education Code	Master's Degree (ALA accredited)
14.5Sex	Female
14.6Hourly Rate	
14.7Total Hours/Week	8.00

Group A Total

14.8Total Group A: FTE ALA-MLS (14.7 / 40) [PLSC 250]	6.43

Group B

Other Librarians. Include employees with the TITLE OF LIBRARIAN who EITHER have other types of library education (non-American Library Association accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects.

14.9Position Title	Deputy Administrator
14.10Primary Work Area Code	Assistant Library Director
14.11Secondary Work Area Code [OPTIONAL]	Cataloging
14.12Education Code	Bachelor's Degree: major or minor in library science
14.13Sex	Female
14.14Hourly Rate	
14.15Total Hours/Week	37.50
14.9Position Title	Head of Circulation
14.10Primary Work Area Code	Circulation
14.11Secondary Work Area Code [OPTIONAL]	
14.12Education Code	Less than a Bachelor's degree
14.13Sex	Male
14.14Hourly Rate	
14.15Total Hours/Week	37.50
14.9Position Title	IT Manager
14.10Primary Work Area Code	Automation/Technology/Systems
14.11Secondary Work Area Code [OPTIONAL]	
14.12Education Code	Less than a Bachelor's degree
14.13Sex	Male
14.14Hourly Rate	
14.15Total Hours/Week	37.50

Group B Total

14.16Total Group B: FTE Other Librarians (14.15/40)	2.81
14.17Total FTE Librarians (14.8 + 14.16) [PLSC 251]	9.24

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Group C
Full-time/part-time administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster), other technical, and clerical employees.

14.18 Total hours worked in a typical week by all Group C employees	630.50
14.19 Minimum hourly rate actually paid (convert annual salary to hourly rate)	
14.20 Maximum hourly rate actually paid (convert annual salary to hourly rate)	
14.21 Total FTE Group C employees (14.18 / 40)	15.76

Group D
Full-time/part-time pages or shelvers.

14.22 Total hours worked in a typical week by all Group D employees	96.00
14.23 Minimum hourly rate actually paid (convert annual salary to hourly rate)	
14.24 Maximum hourly rate actually paid (convert annual salary to hourly rate)	
14.25 Total FTE Group D employees (14.22 / 40)	2.40

Group E
Full-time/part-time building maintenance, security or plant operation employees.

14.26 Total hours worked in a typical week by all Group E employees	76.00
14.27 Minimum hourly rate actually paid (convert annual salary to hourly rate)	
14.28 Maximum hourly rate actually paid (convert annual salary to hourly rate)	
14.29 Total FTE Group E employees (14.26 / 40)	1.90
14.30 Total FTE Other Paid Employees from Groups C, D, and E (14.21 + 14.25 + 14.29) [PLSC 252]	20.06
14.31 Total FTE Paid Employees (14.17 + 14.30) [PLSC 253]	29.30

Librarian Vacancies
Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant.

14.32 Position Title	-1
14.33 Primary Work Area Code	
14.34 Education Code	
14.35 Total Hours/Week	
14.36 Number of Weeks Vacant during FY2014/15	
14.37a Annual Salary Range Minimum	
14.37b Annual Salary Range Maximum	

Newly Created Librarian Positions
Include any newly created librarian positions which were created in FY2014/2015.

14.38 Position Title	-1
14.39 Primary Work Area Code	
14.40 Education Code	
14.41 Total Hours/Week	
14.42 Current Status: Filled or Unfilled	
14.43 Date Filled (mm/year, if applicable)	

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Eliminated Librarian Positions

An eliminated librarian position is one that was budgeted for in FY2013/14 but was not in the budget for FY2014/15.

14.44Position Title	-1
14.45Primary Work Area Code	
14.46Education Code	
14.47Total Hours/Week	
14.48Date Eliminated (mm/year)	
14.49Last Annual Salary Paid	
14.50Reason Eliminated (i.e. lack of funds or need, etc.)	

SERVICE HOURS/LIBRARY VISITS (15.1 - 15.20)

15.1Monday Open?	
15.2Based on a typical Monday, how many hours was the library open on this day?	
15.3Tuesday Open?	
15.4Based on a typical Tuesday, how many hours was the library open on this day?	
15.5Wednesday Open?	
15.6Based on a typical Wednesday, how many hours was the library open on this day?	
15.7Thursday Open?	
15.8Based on a typical Thursday, how many hours was the library open on this day?	
15.9Friday Open?	
15.10Based on a typical Friday, how many hours was the library open on this day?	
15.11Saturday Open?	
15.12Based on a typical Saturday, how many hours was the library open on this day?	
15.13Sunday Open?	
15.14Based on a typical Sunday, how many hours was the library open on this day?	4.00
15.15Based on a typical week, how many DAYS in that week was the CENTRAL library open mornings (Midnight - 11:59 a.m.)?	6
15.16Based on a typical week, how many DAYS in that week was the CENTRAL library open afternoons (Noon - 5:59 p.m.)?	7
15.17Based on a typical week, how many DAYS in that week was the CENTRAL library open evenings (6:00 p.m. - 11:59 p.m.)?	4
15.18aTotal public service hours PER YEAR FOR THE MAIN/CENTRAL LIBRARY [PLSC 713]	3,588
15.18bTotal public service hours PER YEAR FOR ALL BRANCH LIBRARIES & BOOKMOBILES [PLSC]	0
15.18cTotal scheduled public service hours PER YEAR FOR ALL SERVICE OUTLETS (15.18a + 15.18b) [PLSC 500]	3,588
15.19Total annual visits/attendance in the library [PLSC 501]	295,158
15.20Total number of weeks, during the fiscal year, the MAIN/CENTRAL LIBRARY was open for service to the public [PLSC 714]	52

PROGRAMS & ATTENDANCE (16.1 - 16.8)

Exclude: (1) Library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, resume writing assistance, homework assistance, and mentoring activities. (2) Programs sponsored by other groups that use library facilities.

16.1Total Number of Adult Programs	243
16.2Adult Program Attendance	8,597
16.3Total Number of Young Adult Programs [PLSC 602]	93
16.4Young Adult Program Attendance	390
16.5Total Number of Children's Programs [PLSC 601]	846
16.6Children's Program Attendance [PLSC 604]	11,806
16.7Total Number of Library Programs (16.1 + 16.3 + 16.5) [PLSC 600]	1,182
16.8Total Library Program Attendance (16.2 + 16.4 + 16.6) [PLSC 603]	20,793

REGISTERED USERS (17.1 - 17.4)

17.1Total number of resident user's cards in force as of the last day of the fiscal year.	17,452
17.2aTotal number of non-resident user's cards in force as of the last day of the fiscal year.	28
17.2bWhat was the total amount of the fees collected from the sale of non-resident user's cards during the past fiscal year?	$1,674.00
17.3Total number of registered users as of the last day of the fiscal year. (17.1 + 17.2a) [PLSC 503]	17,480
17.4Is your library's registered user/patron file purged a minimum of one time every three years?	Yes

RESOURCES OWNED (18.1 - 18.15)

This area does NOT cover all materials for which expenditures were reported. Report only items that the library has acquired as part of the collection and cataloged whether purchased, licensed, or donated as gifts.

[75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)]

18.1Books Held at end of the fiscal year [PLSC 450]	125,079
18.2Back Files (Retrospective Holdings): Newspapers (Print format only) Held at end of the fiscal year	1
18.3Are these counts a volume count OR a title count	Title
18.4Back Files (Retrospective Holdings): Magazines/Periodicals/Serials (Print format only) Held at end of the fiscal year	1
18.5Are these counts a volume count OR a title count	
18.6Total Print Materials (18.1 + 18.2 + 18.4) [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)]	125,081
18.7Current Subscriptions: Newspapers/Magazines/Periodicals/Serials (Print format only) Held at end of the fiscal year [PLSC 460]	239
18.8E-books Held at end of the fiscal year [PLSC 451]	25,575
18.9aAudio Recordings: Physical Units Held at end of the fiscal year [PLSC 452]	5,998
18.9bAudio Recordings: Downloadable Units Held at end of the fiscal year [PLSC 453]	3,715
18.10aDVDs/Videos: Physical Units Held at end of the fiscal year [PLSC 454] [75 ILCS 5/4-10(3) and 75 ILCS 16/30-65(a)(6)]	4,504
18.10bDVDs/Videos: Downloadable Units Held at end of the fiscal year [PLSC 455]	617

Licensed Databases

Report the number of licensed databases acquired through payment or formal agreement, by source of access. Each database should be counted individually even if access to several databases is supported through the same vendor interface.

Exclude: Subscriptions to individual electronic serial titles should be reported in question 18.8 NOT in 18.12 - 18.15.

18.11Local License negotiated by the local library	27
18.12State License negotiated by the Illinois State Library [PLSC 457]	22
18.13Other consortia within the state or region	0
18.14Total Licensed Databases (18.11 + 18.12 + 18.13) [PLSC 458]	49

Children's Holdings

18.15Children's Holdings	48,496

USE OF RESOURCES (19.1 - 19.13)

[75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)]

Report for the library's entire fiscal year.

19.1Number of adult materials loaned	161,358
19.2Number of children's materials loaned [PLSC 551]	132,132
19.3Total number of materials loaned (19.1 + 19.2) [PLSC 550]	293,490

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Report circulation, including renewals, by the material types below. Include both physical and electronic format circulation if applicable.

19.4Books	218,025
19.5Videos/DVDs	44,051
19.6Audios (include music)	20,475
19.7Magazines/Periodicals	5,519
19.8Other Formats	17,433
19.9TOTAL (Sum of 19.4-19.8)	305,503
19.10Number of interlibrary loans loaned to other libraries [PLSC 553]	22,131
19.11Number of interlibrary loans borrowed from other libraries [PLSC 554]	27,104
19.12Does your library participate in reciprocal borrowing?	Yes
19.13IF YES, report the number of materials loaned	22,131
19.14Circulation of Electronic Materials [PLSC 552]	17,433

REFERENCE QUESTIONS (20.1 - 20.3)
Number of reference questions, for the fiscal year, asked.

20.1Adult Department	22,491
20.2Children's Department	13,209
20.3TOTAL (20.1 + 20.2) [PLSC 502]	35,700

AUTOMATION (21.1 - 21.5)
How many of the following does your library have?
Windows/PC Compatible Computers

21.1Total number of ALL computers in the library	55
21.2Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library)	-1
21.3Is your library's catalog automated?	-1
21.4Is your library's catalog accessible via the web?	-1
21.5Does your library have a telecommunications messaging device for the hearing imparied?	-1

INTERNET (22.1 - 22.20)

22.1Does your library have Internet access?	Yes
22.2Does your library have wireless Internet access?	Yes
22.2aWireless Sessions Per Year	

What Internet provider(s) does your library use? (Check all that apply)

22.3Illinois Century Network (ICN)	
22.4Other	Yes
22.5If your library is NOT a participant in the Illinois Century Network (ICN), please indicate why:	Receive free/low cost Internet

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What type(s) of Internet connection(s) is/are used by your library? (Check all that apply)

22.6DSL	
22.6Cable	
22.6Wireless	
22.6Satellite	
22.6Fiber	Yes
22.6Leased Line	
22.6Network (State, Regional, Municipal)	
22.6Dial-up	
22.6Don't know	
22.6Other	
22.6N/A	

Internet

22.7What is the maximum speed of your library's Internet connection? (Select one)	Other (specify)
22.8If Other, please specify	100mb/sec up & down
22.9Has your library board adopted an Internet public access policy?	Yes
22.10How many Internet computers does your library have available for public use? [PLSC 650]	12
22.11Report the number of in-library users of public Internet computers in a year [PLSC 651]	28,672
22.12Report the annual number of views of your library's homepage	161,193
22.13Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?	Yes
22.14Does your library utilize Internet filters?	Yes
22.15IF YES, when did your library start using filters? (mm/year)	12/2009

IF YES, which Internet stations have filters?

	22.16a All	22.16b Some
Staff		Yes
Public		Yes
Children	Yes	
Young Adult	Yes	
Adult		Yes

E-RATE (23.1 - 23.3)

23.1Did your library apply directly for E-rate (telecommunications discounts) for the fiscal year?	Yes
23.2IF YES, what is the dollar amount that your library was awarded for FY2014/15?	-1
23.3Why did your library NOT participate in the E-rate program?	

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STAFF DEVELOPMENT & TRAINING (24.1 - 24.3)

24.1How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)	-1
24.2Does this include travel expenses?	Yes
24.3How many hours of training did employees receive this year?	-1

SUGGESTED QUESTIONS FOR FUTURE IPLARS (25.1)

25.1What information is not currently asked on the Illinois Public Library Annual Report (IPLAR) that you would be interested in if it were collected?	

PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (26.1)
Public Library District Secretary's Audit (Submit in paper format; there is no electronic version).

A Secretary's Audit must be prepared on your library's letterhead and contain the following information:
1. Your library's name and address (should be on the library's letterhead).
2. The following text: "This is to testify that we have examined the secretary's minutes and other records for the past year and find they are in order and have no errors or discrepancies for fiscal year FY2014/2015."
NOTE: If there ARE any errors or discrepancies, please list and explain fully.
3. The signatures of two trustees who were appointed by the President to audit the Secretary's records.
4. The date completed.

[75 ILCS 16/30-65(a)(1),(c)(d)]

CERTIFICATION PAGE
ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR)
CERTIFICATION PAGE
FISCAL YEAR 2014/15

INSTRUCTIONS:
1. Print the certification page.
2. Obtain the original signatures.
3. Submit the Certification Page with original signatures, and all other required attachments directly to the Illinois State Library.

Certification Form

Name of Community	DeKalb
Name of Library	DeKalb Public Library
Fiscal Year State Date:	07/01/2014
Fiscal Year End Date:	06/30/2015

DEKALB PUBLIC LIBRARY 2015

Certification:

This Illinois Public Library Annual Report (IPLAR is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the IPLAR paper copy submitted to the Illinois State Library shall serve as the official file copy.

Affix original signatures (Signatures are required.):

	Signature	Date
Library Director	_(signature)_	26 August 2015
President	Virginia C. Cassidy	26 July 2015
Secretary	Susan Richter	August 26, 2015

IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:

1. Select the Verify button located in the top right quadrant.

2. Review the form and resolve any required fields or edit checks, they will be highlighted in red. In the case of Edit Checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.

3. Select Submit/Lock NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information.

9.13 We received the same amount for the grant we applied for.(3022400-2015-08-26)

13.2 We received Construction Grant Money from Illinois State Library Construction Grant.(3022400-2015-08-26)

18.8 The consortium as a whole purchased more ebooks.(3022400-2015-08-24)

18.10b The consortium as a whole purchased more downloadable DVDs(3022400-2015-08-24)