



Administrative Report
October 8, 2025

Draft Minutes—Are posted at www.ifpl.org/board

Budget

The summary and detail reports are posted to the board page.

Eight percent of the fiscal year has passed.

The following is a breakdown of expenses that exceed eight percent.

527-3200 Library Material-Budgeted

Budgeted amount is \$500,000. Encumbered amount is \$304,012.11 Encumbered amount means we have created purchase orders that total this amount. In this case we use a blanket purchase order that we tie invoices to throughout the year. Total spent so far this year is the actual amount of \$13,218.25.

527-4800 Dues & Subscriptions

Budgeted \$4,300 Encumbered amount is \$1,400 for Beth & Aleisha's Kiwanis membership.

527-5900 Rep & Maint Grounds

Budgeted \$20,000 Encumbered amount \$18,018.96 for Snow removal and lawn care.

527-7200 Buildings

Budgeted \$25,000 Encumbered amount \$6,000 is for 2 heat pumps

Overall budget spent/encumbered is 10.2%

Trustee or Councilmember Concerns--Unaware of any. Some may be raised at the meeting.

Discussion of proposal for building parking under north lawn of the library (Action Item)

There are some concerns about the power and fiber line running in front of the library, as well as possible threat to the integrity of the library foundation if blasting is needed to build the underground parking lot. At this point I do not have enough information to make a recommendation.

Policy Concerns

Patron code of Conduct appeal. Listed each month in case a patron comes to the meeting to request they be allowed to re-enter the library.

The Bulletin Board Policy is on the agenda for review by the library board at this meeting. A link to the policy with updated recommendations is on the board page.

Projects

Decodable Books Collection is in progress.

FY2026 Budget Discussion

Will appear on the agenda throughout the year to allow the trustees to make adjustments as needed. I do not anticipate any change requested at this month's meeting.

Review next board meeting date

Next proposed board meeting date is scheduled for December 4, 2025.