

Local Library Act Annual Report

The Annual Report of the _____ Public Library

Pursuant to 75 ILCS 5/4-10

Pursuant to the Local Library Act, the Board of Trustees of the _____ Public Library, within 60 days after the close of the fiscal year, is to report in writing on the condition of its trust. The report is to be verified under oath by the Secretary or other officer of the Board.

The following is therefore respectfully submitted:

1. Itemized Statement of the Money Received.
2. Itemized Statement of Expenditures.
3. Number of Books and Periodicals Available and Number Circulated.
4. Statement of any Personal Property Acquired by Legacy, Gift, Purchase, or Otherwise.
5. Statement of any Extension of Library Service Undertaken.
6. Statement of Fund Requirements for the Ensuing Year for Inclusion in the Appropriation of the Corporate Authorities and Amount of Money Necessary to Levy [See attached Resolution of the Library Board].
7. Statement as to the Amount of Accumulations and the Reasons Therefore.
8. Statement of Outstanding Liabilities.
9. Any Other Statistics, Information, and Suggestions that may be of Interest.

[Note: Although this Annual Report is NOT the IPLAR (Illinois Public Library Annual Report required by the Illinois State Library) and the IPLAR does not suffice for compliance with 75 ILCS 5/4-10, the Library should attach the current IPLAR to this Annual Report because it provides important information on the Library operation that the corporate authority will otherwise not see.]