

**Fox River Valley Public Library District
Board of Trustees Meeting**

AGENDA

February 19, 2019

7:00 PM

**Dundee Library Meeting Room
555 Barrington Avenue
East Dundee, IL 60118**

Call to Order—President Richard V. Corbett

Pledge of Allegiance

Roll Call—Secretary Nikki Kuhlman

Public Comment

The Board, recognizing its responsibilities to conduct business in an orderly and efficient manner, asks that anyone wishing to address the Board sign in on the Public Comment sheet prior to the start of the meeting by name, town, and organization (if applicable).

President's Report—President Corbett

- **Economic Interest Statement Reminder**
- **Correspondence**
- **Officer Reports**
 - **Phyllis Creighton, Vice President**
 - **Nikki Kuhlman, Secretary**
 - **Brian Lindholm, Treasurer**
- **Trustee Liaison Reports**
 - **Fred Lechuga – Facilities**
 - **Kristina Weber – Bylaws and Policy**
 - **Mike Tennis – Community Engagement**

Director's Report—Director Roxane Bennett

- **Strategic Plan**
- **Library Innovation of the Month – Jasmin Munoz; Adult and Teen Services**

A. Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from the January 15, 2019 Board of Trustees Meeting**
- A.1.b Minutes from the October 16, 2018 Executive Session**
- A.1.c Minutes from the December 18, 2018 Executive Session**
- A.1.d Check/Voucher Register – AP & Payroll Complete for January 2019 totaling \$249,014.21**
- A.1.e Monthly Financial Report for January 2019**
- A.1.f Revenue Summary – All Funds Combined – Budget v Actual Revenues**
- A.1.g Revenue Summary – All Funds Combined by Period**

- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.i Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.j Expenditure Summary – All Funds Combined by Period
- A.1.k Balance Sheet for January 2019
- A.1.l Ehlers Account Statement for January 2019

B. Unfinished Business – none

C. New Business

Exhibit C.1 Director’s Employment Agreement Renewal

Board Discussion (Trustee questions, future agenda items, etc.)

Executive Session 5 ILCS 120/2

The President may entertain a motion to enter into Executive Session in accordance with the Illinois Open Meetings Act (5 ILCS 120 Section 2) and will announce the purpose of the executive session. Prior to adjourning to Executive Session, the President will inform the public in attendance whether a vote will follow the session.

Adjournment

Fox River Valley Public Library District
Director's Report
Board Meeting – February 19, 2019

Highlights:

Winter weather has impacted the library in several ways over the past month or so. Extreme cold and icing during the “polar vortex” resulted in an emergency closure of both libraries from 5 pm on Tuesday, January 29, through 1 pm on Thursday, January 31. Except in the most extreme conditions, we remain open through inclement weather – to serve as a warming center and to meet the needs of residents who count on us for internet access, materials, and programs. However, unusually cold, snowy, or icy weather has negatively impacted statistical counts across the board. Another impact is higher than expected costs for snow removal and salting – nearly \$25K to date. We are watching these costs closely, but do not anticipate the need for a budget adjustment.

All five FRVPLD Librarians (Danielle Pacini, Sean Plagge, Sam Bunte, Julie Jesernik, and Brittany Berger) completed a challenging 16-week training exercise in mid-January – mentored by me and members of the library’s Management Team. The professional growth of this crop of committed, passionate young people is truly inspiring to see. In celebration, we met together in January to talk about their career aspirations. A strong commitment to development of staff both as leaders and as “courageous followers” is strongly linked to FRVPLD’s long-term success.

A meeting with West Dundee and D300 officials in early February explored conceptual plans for re-development of the Spring Hill Mall area and opportunities to include public buildings as part of that plan.

Mike Tennis, Lauren, and I attended the ILA Legislative Breakfast yesterday and sat with Senator Dan McConchie who serves part of Carpentersville. We also hosted a display about our Summer Lunch Program.

Director’s Calendar: January 9, 2019 – February 18, 2019

Meeting: Director’s networking at Indian Trails Public Library – January 10

Meeting: Executive Team with Rosenthal – January 14, 21, 28, February 4

Community: Rotary in West Dundee – January 15, 22, February 5

Meeting: Management Team – January 15, 22

Meeting: Library Board – January 15

Meeting: Community Engagement at Dundee Township office – January 16

Meeting: Courageous Followers in Carpentersville – January 18

Meeting: Dave Peterson, Dundee Township Park District – January 22

Meeting: CCS Governing Board at Northbrook Public Library – January 23

Meeting: OpenGov (online) – January 25

Meeting: CCS Budget Committee, Arlington Heights – February 1

Meeting: West Dundee, D300, Rosenthal in Algonquin – February 4

Meeting: Pre-Agenda with Corbett, Kuhlman, Rosenthal, Werle – February 4

Meeting: Corbett and Creighton – February 4

Meeting: Tennis – February 6

Vacation: Feb 7 – 17

Meeting: ILA Legislative Breakfast in Buffalo Grove – February 18

Internal meetings with individual staff members not included.

Respectfully submitted,

Roxane E. Bennett



Fox River Valley Public Library District
Strategic Plan 2017 – 2020
Goals & Objectives

Highlights of our 2017-2020 Strategic Plan goals and objectives as of the end of 2018:

GOAL 1: OPTIMIZE MATERIALS, PROGRAMS AND SERVICE

OBJ A: Increase total materials circulations by **1%** each year. Baseline is 569,196 in FY1516.

- Total 528,296 in FY1617 (**7% decrease**)
- Total 527,510 in FY1718 (**0% change year-over-year**)
- Total 371,131 in the first 6 months of FY1819 (**25% increase over the first 6 months of FY1718**)

OBJ B: Increase average program attendance by **5%** each year. Baseline is 19 in FY1516.

- Avg is 19 in FY1617 (**6% increase from previous year**)
- Avg is 23 in FY1718 (**21% increase from previous year**)
- Avg is 22 in the first 6 months of FY1819 (**22% increase over the first 6 months of FY1718**)

OBJ C: Optimize service to the public by implementing improved services.

- **Greeter position** at DL started 6/1/2018
- **Dedicated staff answering phones** at DL started 6/1/2018
- Successful rollout of **Polaris online catalog** 12/31/2018

OBJ D: Optimize service to internal customers.

- All staff receive annual **customer service training**
- All PICs (Person In Charge) receive **safety training** twice per year

GOAL 2: ENRICH LEARNING OPPORTUNITIES FOR ALL AGES

OBJ A: Increase partnerships with D300 and other educational organizations.

- **Invited every D300 student** in our District to participate in SRC
- **Partnered with D300 school library staff** to ensure the range of FRVPLD materials and services are utilized
- **Hosted every D300 2nd grade class** in our District for Library instruction

OBJ B: Offer programs and services for patrons with special needs

- **Expanded collection** to patrons with special needs
- **Offered eight programs** to patrons with special needs
- **Conducted staff training** on working with patrons with special needs

OBJ C: Incorporate Wahoo Woods in programs and services

- **Books, DVDs, and kits** in support of Wahoo Woods began circulating
- **Programs** in support of Wahoo Woods run for adults and children

OBJ D: Increase partnerships with community organizations

- Developed **SRC sponsorship program**
- Conducted **free summer lunches**, utilizing volunteers from community organizations
- Held **20+ programs conducted by community organizations**
- Held **10+ programs at outside organizations**



Fox River Valley Public Library District
Strategic Plan 2017 – 2020
Goals & Objectives

GOAL 3: ENGAGE, LISTEN, AND RESPOND TO OUR DIVERSE POPULATION

OBJ A: Survey our diverse population

- Monthly **customer satisfaction scores** are incorporated into Dashboard.
- District demographics were analyzed and FY1819 budget included **additional funds for language collections: kids Spanish collection** added at RO in 2018

OBJ B: Evaluate fine structure to engage economically disadvantaged and disaffected patrons

- With Polaris auto-renewals, this objective has been eliminated

OBJ C: Deliver collections / services / programs that target all demographic segments

- Conducted **Basic Math** program
- Held annual **All Staff diversity training**
- Maintained goal of **20% of DL staff being bilingual Spanish - English.**

GOAL 4: EXPAND ACCESS TO TECHNOLOGY

OBJ A: Provide classes that expand patron tech knowledge

- Conducted **10+ new courses** to expand patron tech knowledge
- **Recorded 3 technology courses** for repeat viewing online

OBJ B: Develop non-traditional collections that expand patron access to technology

- Four times as many **laptops, iPads, tablets** became available for checkout. 3 became 12.
- Twice as many **hotspots** became available for checkout. 10 became 20.

OBJ C: Expand library services to deliver expanded access to technology

- Implemented **online map** to identify library service areas

GOAL 5: PROVIDE FACILITIES THAT MEET SERVICE NEEDS

OBJ A: Identify deficiencies of current facilities to meet current needs

OBJ B: Correct deficiencies of current facilities to meet current needs

OBJ C: Analyze future needs and space requirements for services using a 5-year planning horizon

- Improved patron access to technology by adding **Corner 68**
- Improved patron experience at DL programs by implementing **built-in projector and speakers**
- Improved staff efficiency by implementing **less distracting workspaces**

Fox River Valley Public Library District January 2019 Department Reports

Lauren Rosenthal, Deputy Director

Ehlers Investments began using a new software for their reporting: as a result, the Investment report in the consent agenda looks different than in months past. The sheet labelled "Clearwater" contains all the information found in the previous Ehlers statements and will be including in the consent agenda from now on.

Elizabeth and I met with a representative from Library Furniture International (LFI), who provides bin shelving for YS books. We'll be adding three book bins at the entrance to the YS department, which will increase YS picture book circulations. Books from those bins are one of the highest circulating items in the Library. We're also looking at new upholstered furniture for DL. At this point we're gathering ideas and will receive bids from multiple furniture providers before making a purchase recommendation to the board.

We completed 1095B forms for all FT staff receiving Library insurance, and issued the forms along with W2's. We've also submitted the required 1094B form to the IRS, completing our ACA requirements for 2019.

A strategic plan goal for this year is to improve patron self-service. We're planning to implement new copiers / printers with fax capability, all of which is completed via self-service terminals. In addition, the same terminals will allow for payment of fines / fees, both via credit/debit cards and cash. It is our goal to eliminate cash registers at both locations, which will reduce the amount of time spent counting cash drawers. We will have a complete proposal for this conversion at the March board meeting.

With our January initial payment to OpenGov, we've begun the process of implementing our new software. They've received our Chart of Accounts as well as 5 years of circulation / visit / program / computer history. Jason Katsion, Erin Pasetes and I will learn how to configure the software so we'll have plenty of trained personnel to keep our content current and relevant.

We're hosting a library practicum student from College of DuPage this semester – Kat started at DL in January and will work for FRVPLD for the next 15 weeks, logging 75 hours learning all facets of library service.

Randall Oaks Manager: Keri Carroll

Several big changes took place at both locations this month, the biggest being the integration of all Family DVDs and Blu-Rays into the Youth section. After careful deliberation made by the management team, it was decided to re-integrate all DVDs and Blu-Rays together and shift Family titles (typically rated G or PG) into the Youth DVDs. Randall Oaks sent over our Family collection and within two weeks PATS had made all the necessary changes on the items and within the item records. We hope that this new shelving scheme will make it easier for families to find titles that may have only been shelved in one location (J-DVD versus Family).

Our new clerk Andrea Rico had her first full month at Randall Oaks and it's easy to see that she'll fit in swimmingly here. One of the bigger, unforeseen benefits of her presence is the affect it's had on Randall Oaks' Spanish-speaking population. Prior to her start, Randall Oaks generally kept its signage monolingual and rarely had new library card patrons use the Spanish-language form. Now, patrons whose primary language is Spanish will comfortably chat with her and ask questions. Pairing that with the popularity of our Spanish collection for children, we can see that there is a portion of the population that we can better serve going forward.

Storytime began in earnest again as patrons braved the chilly weather. Randall Oaks continues to offer three storytime options for the winter cycle to hit our most popular age groups. Additionally, YS librarian Brittany Berger's Snow Dough program saw a great turnout, filling the front area to capacity and causing quite the excitement. (Though who can blame them? Edible, moldable indoor snow? Count me in.)

However, the end of January saw record low temperatures, forcing both locations to close for a little over a day and a half total. Our storytimes and program for the last week were cancelled due to library closings and D300 closings. While we're always saddened when we must cancel exciting programs, the safety of our patrons is our biggest concern.

Public Relations & Outreach: Kirstin Finneran

Worked with Youth Services department to create promotional plan and materials for the Preschool Fair. Created a poster, bookmark, and smaller posters to display at both libraries. Sent out a press release, boosted and the event on Facebook and shared in community groups, posted event on Twitter, featured it in eNews, created slider for website, and graphics for all self-check stations. We also created and assembled (150) the program booklet that lists all participating preschools with contact info and other details. Refreshed all of this when we had to reschedule the event to Feb. 8 because of the extreme winter weather!

Began our newsletter cycle for the Spring 2019 issue.

Continued work on bilingual materials to go with the Welcome Little Ones program. Created a "Baby's First Library Card" application and Early Literacy handout.

Special note about our Facebook page! We certainly broke all FRVPLD Facebook records with a post about a little lost bear...

Post Details

Fox River Valley Public Library District
Published by Kirstin Finneran · January 8 at 1:57 PM ·

Anybody know this guy? He was left at the Dundee Library over the weekend. We've been taking very good care of him for you (One our account services clerks even took him home last night to repair a seam in his leg and added the jaunty star to his sweater!). He looks very loved, so we are hoping his person will see this and come in to claim him!

Performance for Your Post

12,064 People Reached

410 Reactions, Comments & Shares

159 Like	43 On Post	116 On Shares
67 Love	33 On Post	34 On Shares
3 Wow	0 On Post	3 On Shares
3 Sad	0 On Post	3 On Shares
29 Comments	11 On Post	18 On Shares
149 Shares	149 On Post	0 On Shares

1,603 Post Clicks

159 Photo Views	0 Link Clicks	1,444 Other Clicks
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NEGATIVE FEEDBACK

17 Hide Post	3 Hide All Posts
0 Report as Spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

Get More Likes, Comments and Shares
When you boost this post, you'll show it to more people.

12,064 People Reached **2,005** Engagements [Boost Post](#)

Julie Jesernik, Amelia Kristen and 73 others 7 Comments 149 Shares

Like Comment Share



*Special thanks to Margo in Account Services for her special TLC!

eNews

Date Sent	Subject	Emails Sent	Unique Opens	Unique Open %	Total Clicks
1/2/2019	System Down, Book Sale, Practice SAT	10117	2209	21.85%	191

1/9/2019	Special Message: This weekend you must have your library card to check out materials	10074	2438	24.23%	20
1/29/2019	Special Message: Extreme Weather Hours	10066	2586	25.71%	95
1/16/2019	Preschool Fair, Eleanor Roosevelt, Adult Bingo	10085	1878	18.63%	136
1/30/2019	Preschool Fair Rescheduled, Children's Book Sale	10054	1851	18.43%	63

Facebook

Followers: 1491 (30 new followers)

Number of posts: 34

People who saw our posts: 28,772

Post likes: 453

Comments: 49

Shares: 167

Clicks: 1969

Top three posts according to reach:

- 12,064 saw: Anybody know this guy? He was left at the Dundee Library over the weekend. We've been taking very good care of him for you (One our account services clerks even took him home last night to repair a seam in his leg and added the jaunty star to his sweater!). He looks very loved, so we are hoping his person will see this and come in to claim him! (January 8)
- 3197 saw: Extreme Weather Hours (January 29)
- 1016 saw: Update: We are open. Programs for this evening will be held as scheduled. Due to the weather, morning programs on Monday, January 28, are canceled. We anticipate opening both libraries on time at 9 a.m., but suggest checking back here or giving the library a call at (847) 428-3661 before you head over just in case. Stay warm and safe! (January 27)

Youth Services: Elizabeth Forkan

January was a quiet month around the Youth Department. Due to severe weather conditions, we had to cancel several programs and had lower attendance numbers at some of our programs.

Throughout the month of January, the Youth Department hosted all of the field trips from Lakewood Elementary. These field trips were a part of the Penny Severns Family Literacy Grant program. Trish Whitecotton of D300 supplemented the transportation cost to send every grade to the library for a field trip.

Throughout this month, we finalized our new Welcome Baby program. Every baby up to 12 months of age will be eligible to receive a Welcome Baby bag. The reusable tote bag will have hand-knitted items, a onesie, board books, and relevant information about the importance of early literacy and how library supports developing those skills. The Friends of the Library agreed to cover the cost of a board book and the library is currently exploring other community partnership opportunities.

The summer reading committee met in the middle of January to finalize some details regarding summer reading program 2019. The theme has been finalized, all youth prizes have been selected, the performer has been hired, and PR is working hard on developing the donor letter.

The youth department work room is getting new furniture and Michael has been working hard on finding best furniture to meet current and future needs.

Winter Reading program has continued throughout this month with 300 kids signed up. We've had a lot of positive feedback regarding the program with families engaging with our facebook and generally positive comments heard at desk.

Our department also purchased all of the American Girl Dolls for the forthcoming American Girl Doll collection at Randall Oaks.

IT / Network / Account Services: Jason Katsion

On January 11, I attended the Circulation Technical Group Meeting at Prospect Heights Public Library. Circulation managers discussed best practices for the planned three-day offline period for CCS libraries. We also reviewed the CCS Quarterly Billing Report. This report tabulates money paid for lost and damaged materials and directs those funds to the appropriate library.

All CCS member libraries underwent a planned offline period from Saturday, January 12 through Monday, January 14. This downtime was necessary to integrate Morton Grove Public Library into CCS. The data-migration process was completed earlier than expected, and our Library District was back online with the Polaris server on Monday afternoon. All checkout transactions and patron registrations from the offline period were successfully uploaded to the CCS database. Account Services staff checked in the considerable backlog of materials that were returned during the offline period.

At the January 18 All Staff Training, I participated in a presentation with Facilities Manager Michael Lorenzetti. We provided an overview of how staff can open support tickets for IT assistance and Facilities assistance.

On January 23, the CCS Governing Board voted to approve Indian Trails Public Library District as CCS's newest member. Integrating Indian Trails Library into our consortium will require another planned offline period, but that will not be implemented until October 2019.

IT Specialist Erin Pasetes independently designed and implemented a fully functional registration tool for our Summer Reading and 1,001 Books programs. This innovation has saved the Library District an ongoing software expense, as we no longer require a subscription to the Evanced database which had previously been used for this purpose.

Facilities: Michael Lorenzetti

The end of January saw some brutal weather to come across the Chicagoland area. It did indeed set records and the building survived, all except two minor areas that received some water leakage during the thaw. These two areas were cleaned up with very minor patron intrusion.

Proposal for trash and recycle services have been completed and the information is as follows:

The Fox River Valley Public Library District (Dundee Library location) is due to have the trash and recycling contract reviewed and ultimately renewed. A request for proposal was sent out and the Library received three (3) quotes for the services. In the proposal I asked if they would provide numbers for extending the contract for a three (3) year term and each replied positively. They are:

	Qtrly	Total Annually
Flood Brothers	\$ 805.50	\$ 3,222.00
Groot Industries	\$ 671.50	\$ 2,686.00
Advanced Disposal	\$ 504.00	\$ 2,016.00

Local companies that are serviced by Advanced Disposal include:

National Tool & Manufacturing Co. 563 Rock Rd. East Dundee

Pace River Division 401 Christina Dr. East Dundee

These references were contacted and report no difficulties working with Advanced so moving forward the Library will be saving money on our trash and recycle services.

Elevator: The elevator decided to take a day off from work on 1/25. Our service provider KONE was contacted and a technician discovered a blown fuse. While on site he gave the unit a quick check up and our elevator was back in-service.

PATS (Purchasing, Acquisitions, Technical Services): Karin Nelson

Savings in January: \$453.68

More work with collections this past month:

A majority of the Adult Blu-ray/DVDS which were in the “FAMILY” section have been re-catalogued so they could be moved into the YS AV area (never had blu-rays before).

In the near future the “genre” term (ACTION, WESTERN, etc.) will be stripped from the adult dvd/blu-ray call numbers in Polaris since items will be shelved by their title. New items from our AV materials provider will continue to have the “genre” term but to increase efficiency the provider will automatically determine that instead of our selector.

I am extremely glad to complete a personal goal I established so that our Powerpac would show the links to our recently ordered materials. You can find this on the top left area of our catalog site.

Coming Soon: Dundee

- Adult Books
- Teen Books
- Children's Books
- Adult Music CDs, Audiobooks, DVDs/Blu-rays, and Videogames
- Children's Music CDs, Audiobooks, and DVDs/Blu-rays

Coming Soon: Randall Oaks

- Adult Books
- Teen Books
- Children's Books
- Adult DVDs/Blu-rays, and Videogames
- Children's DVDs/Blu-rays

The Powerpac also now shows carousels featuring our “newly” entered items from both of our libraries for designated categories of items which have a publication date of either 2018 or 2019. They replace a CCS-wide carousel that had been on our profile which was not helpful. You will now see covers for the first 50 items in these areas:

New Adult Fiction Books

New Adult Non Fiction Books

New Children's Fiction, Picture Books and Easy Readers

New Teen Books

A number of American Girl dolls with accessories have been ordered to start a collection for Randall Oaks. I worked with CCS so that we can have special item record codes for the (5) Launch pad titles (pre-loaded tablet) which will soon be coming for YS at Dundee Library.

Adult & Teen Services: Heather Zabski

January brought some extreme weather to our library district including lots of snow and record cold temperatures. Thankfully, most programs weren't hurt too badly by the extreme weather. A snow storm fell on the day of two of our bigger programs, but attendance was still strong. 20 students showed up for our Practice ACT program and 41 attendees turned up for our Eleanor Roosevelt- A Living History Portrayal at Village Green on January 15th. Possibly due to the cold weather, we saw a spike in eresource usage this month, with 4,711 digital items checked out and 948 music downloads from Freegal.

Our DIY crafting programs are continuing on strong. We had 19 attendees for our DIY Sugar Scrub program on January 4th, where patrons created their own personal scrub using common pantry staples and essential oils. Our Saturday afternoon Silhouette programs are proving to be exceedingly popular too, with 20 attendees on a particularly cold Saturday.

Our brand-new Corner 68 furniture donated by the Friends arrived at the library and was incorporated into the space. Sean Plagge, Erica Acevedo, and Katie Redding worked hard to redo the space. The new furniture looks great and has greatly improved storage in the space. Our new board games are given a nice display area on a new book shelf!

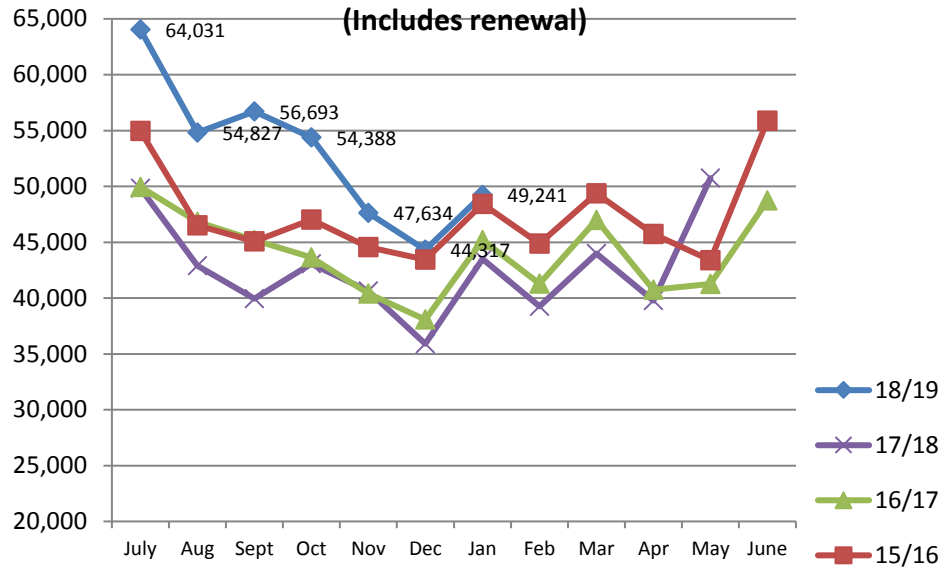
Cari Poweziak worked with the Senior Center to start a new monthly book group at the Center. They will meet the first Wednesday of every month. The first book discussion occurred on January 3rd.

Our epic Christmas movie showdown ended with Elf being declared victor of the genre. 45 patrons participated in the final vote between Elf and Love Actually. The holiday theme continues with February's display which asks participants to vote on their favorite TV couple.

Our department hosted a practicum student, Kathleen Karnoscak, throughout the month of January. While working with staff at the Information Desk and Corner 68, she learned about reference questions, online databases, assisting patrons with technology and makerspace equipment, and more.

Total Circulations

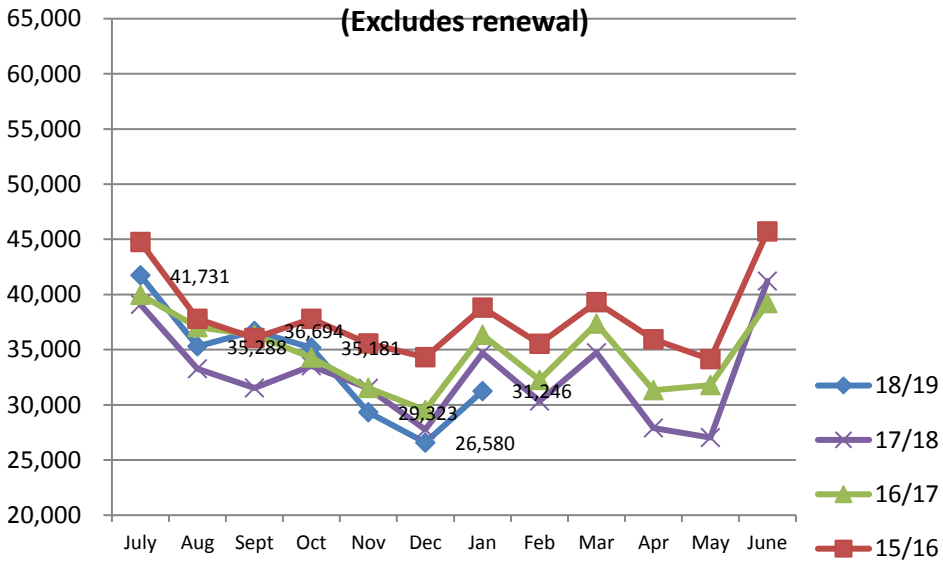
(Includes renewal)



Monthly Total Circulations for January were 13% higher than last December and we're ahead 25% for the year. We've almost exactly matched January 2016 checkouts.

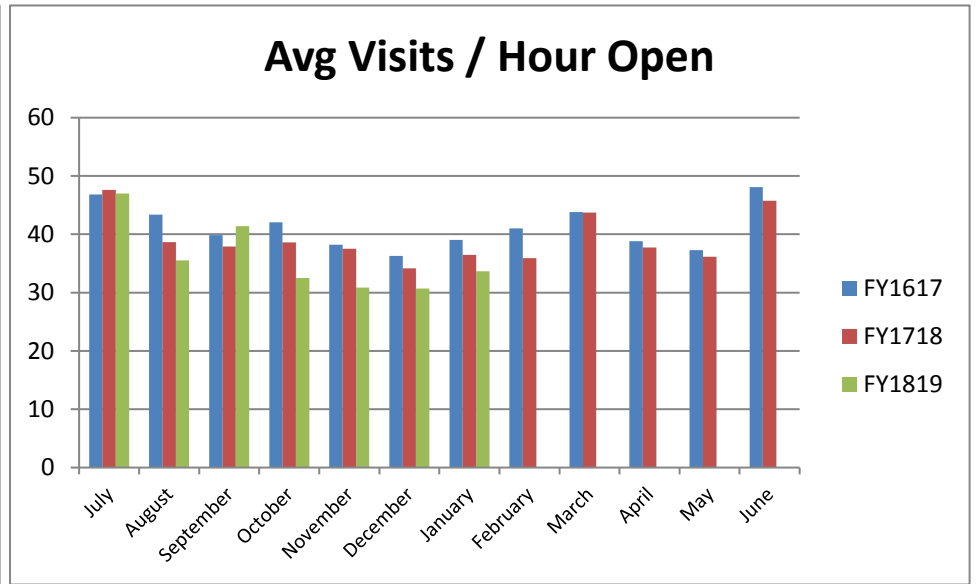
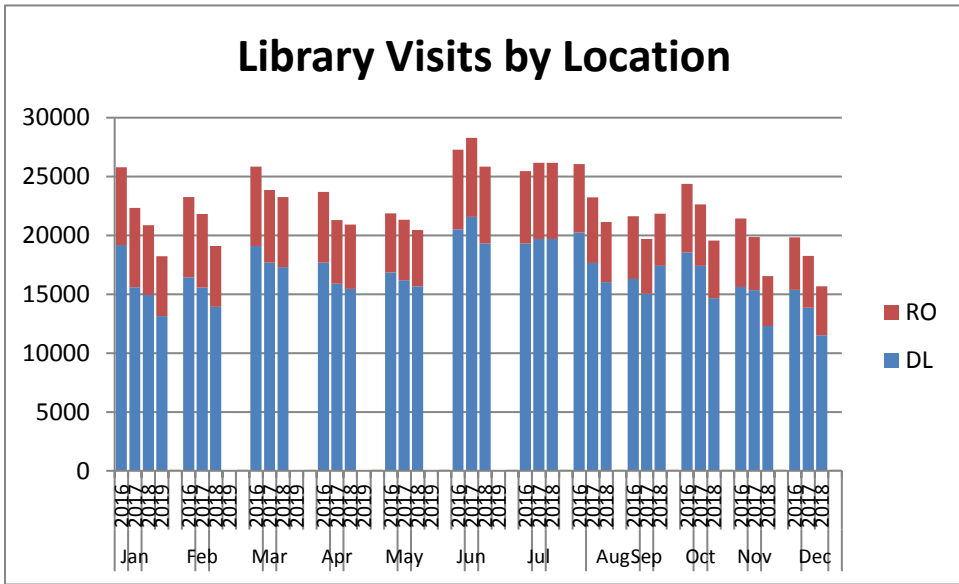
First-time Circulations

(Excludes renewal)

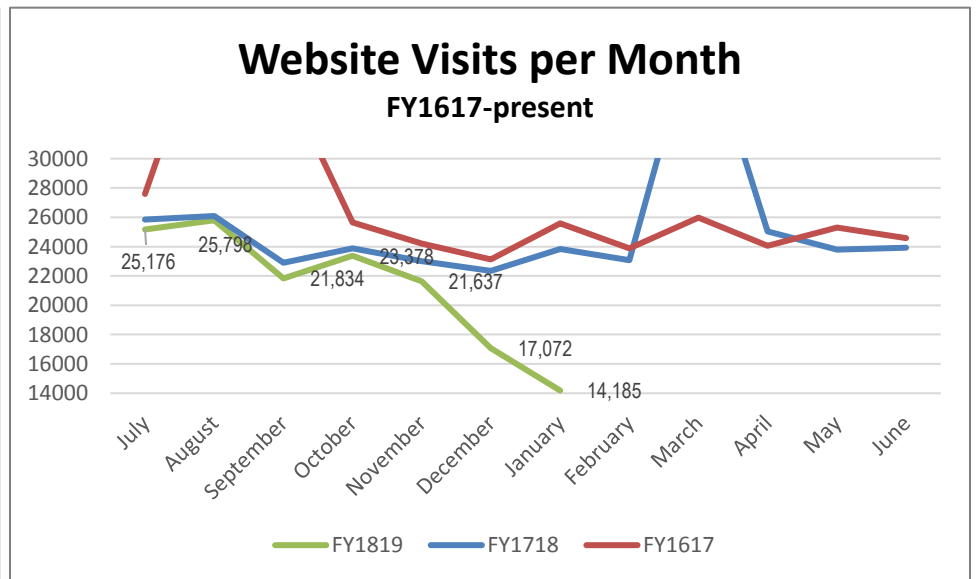
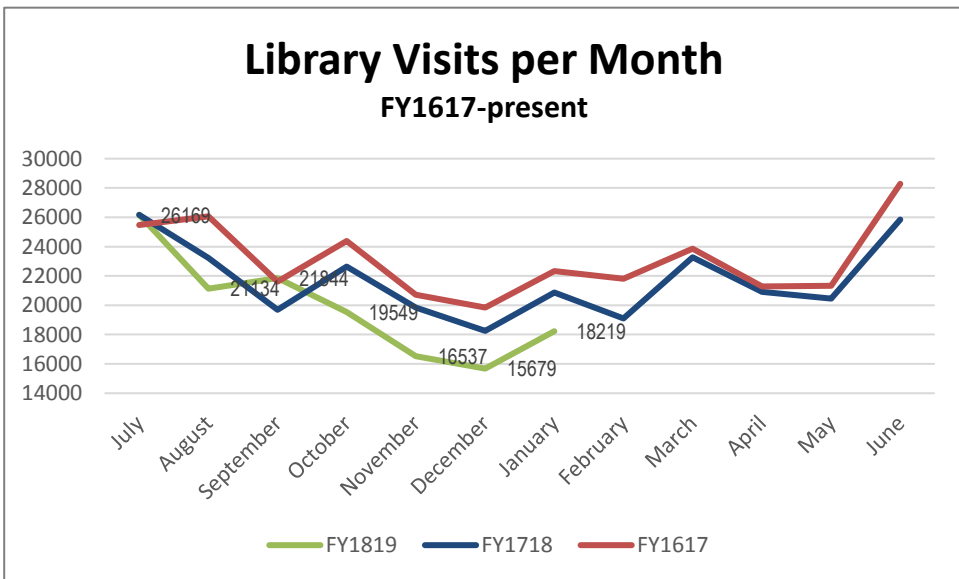


The **First-time Circulations** graph subtracts renewals: absent renewals, first-time circulations had been remarkably consistent over the years. The January drop (despite the spike in online checkouts) could be due to the repeated inclement weather.

Total Visits for January were down at both locations. A new graph added last month is **Average Visits per Hour Open**, which provides a slightly more accurate assessment of visits, taking into account the number of Sundays or hours closed due to weather each month.

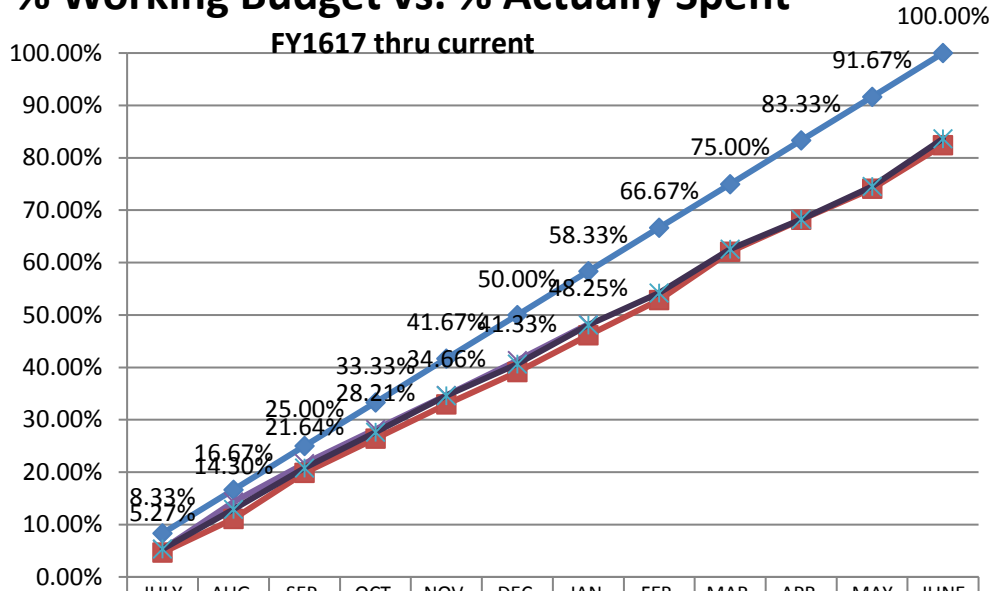


Also added are graphs comparing **physical and virtual visits**. Monthly visit trends are similar whether physical or virtual. However, in December we added a filter to exclude website visits from within the Library: we only want to track external website visits (so we're not counting staff clicks).



% Working Budget vs. % Actually Spent

FY1617 thru current

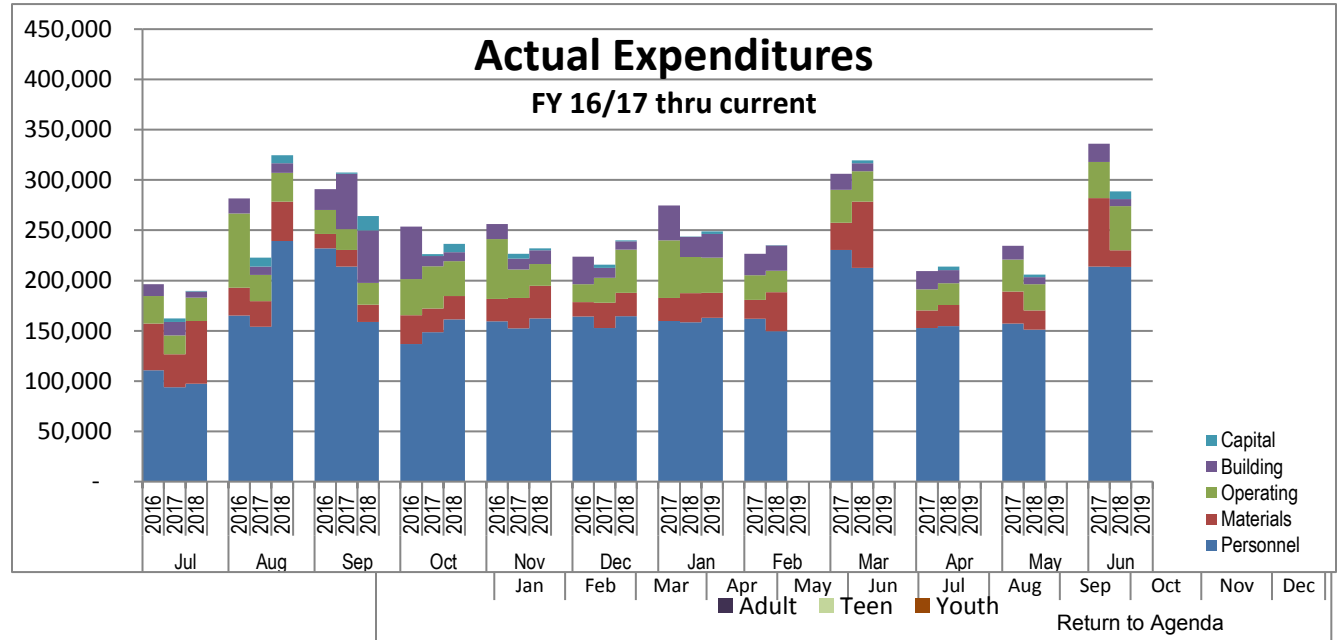


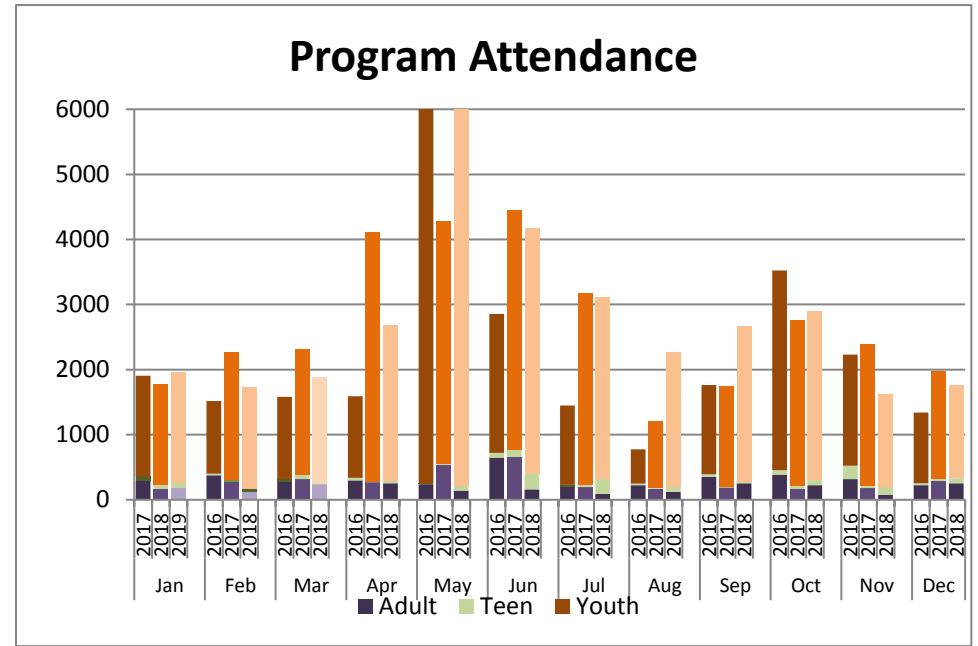
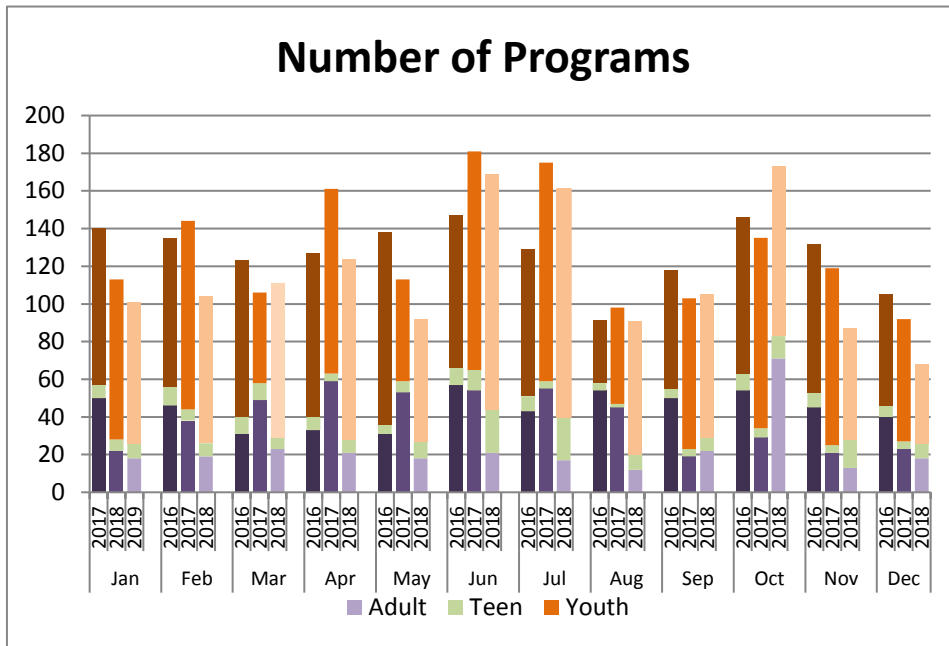
We're 58% through the year, and we've spent 48% of the budget.

Personnel expenditures are 49%
 Materials are 56%
 Operating are 42%
 Building are 49%
 Capital are 27%

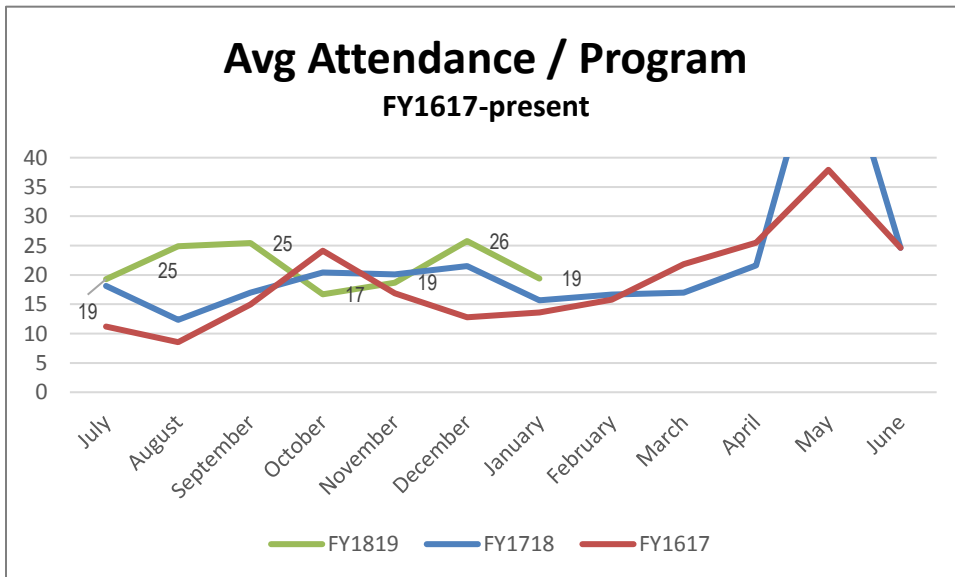
So we're tracking well to the Working Budget in all categories.

The **Actual Expenditures** graph shows January spending is in line with previous years, with no large spikes in any areas.

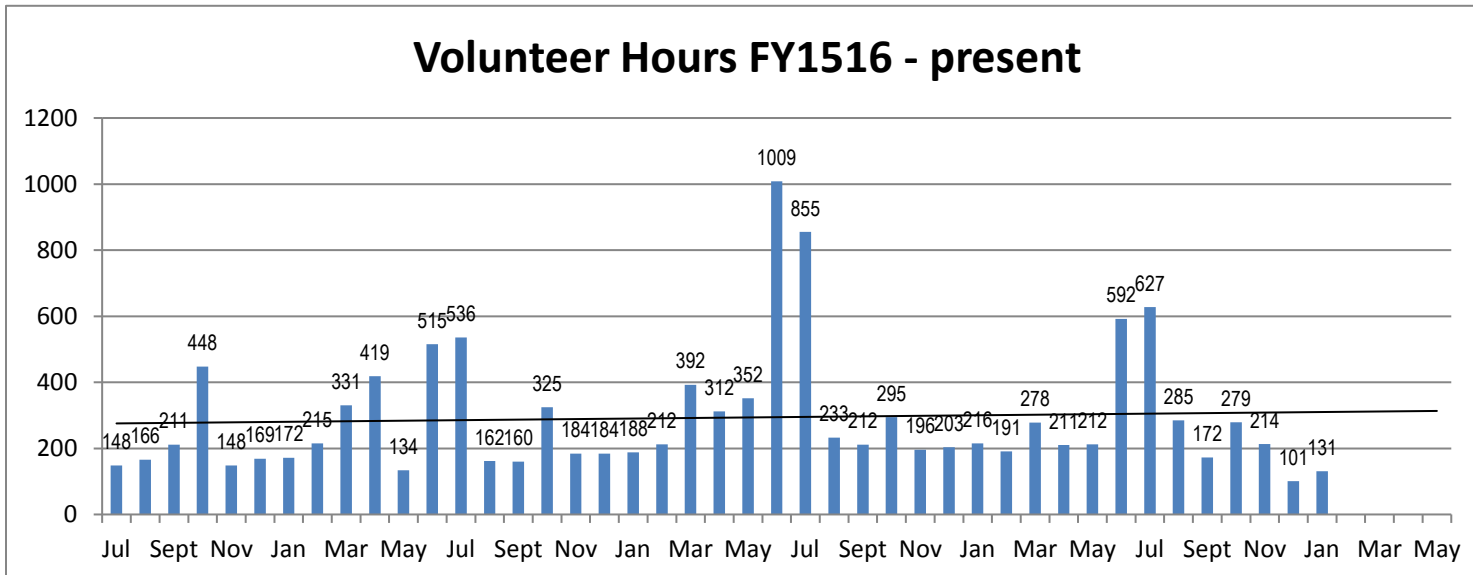
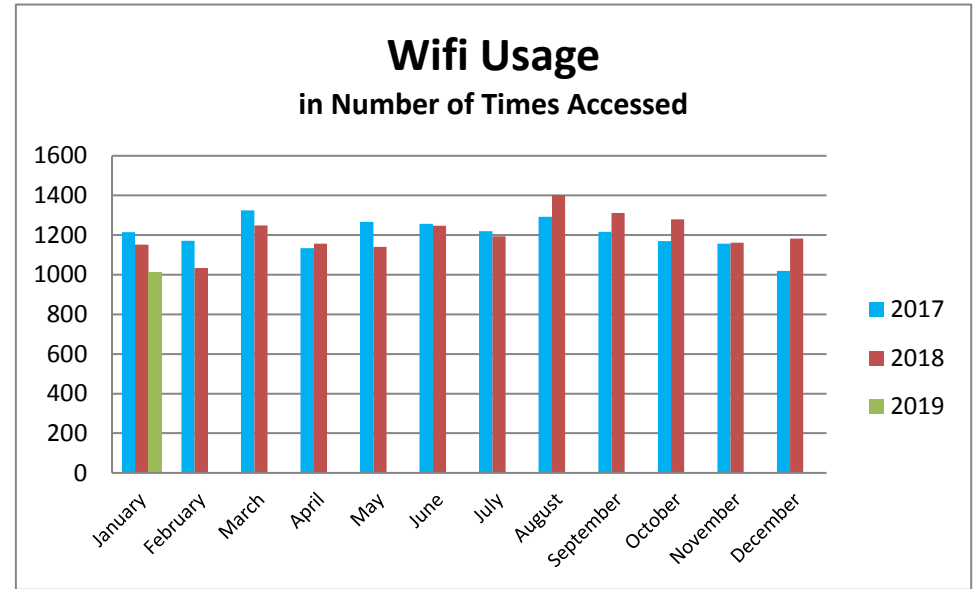
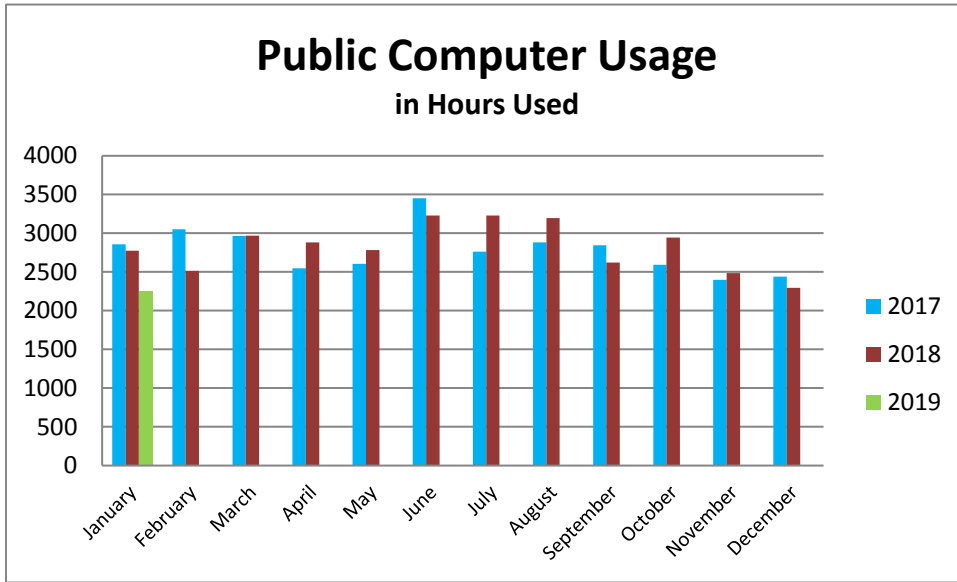




The number of **programs** in January decreased yet **program attendees** increased. Maximizing the number of attendees per program is a strategic plan goal. **Average attendance per program** was 19 in January, which exceeded the past two Januaries.



Public computer usage and but Wifi usage declined in January, possibly due to the weather and reduced visits.



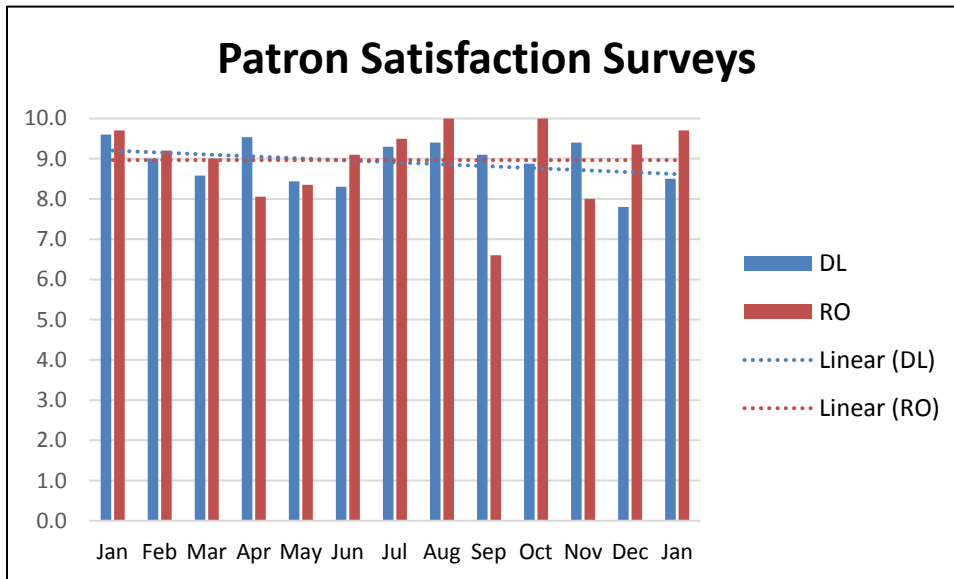
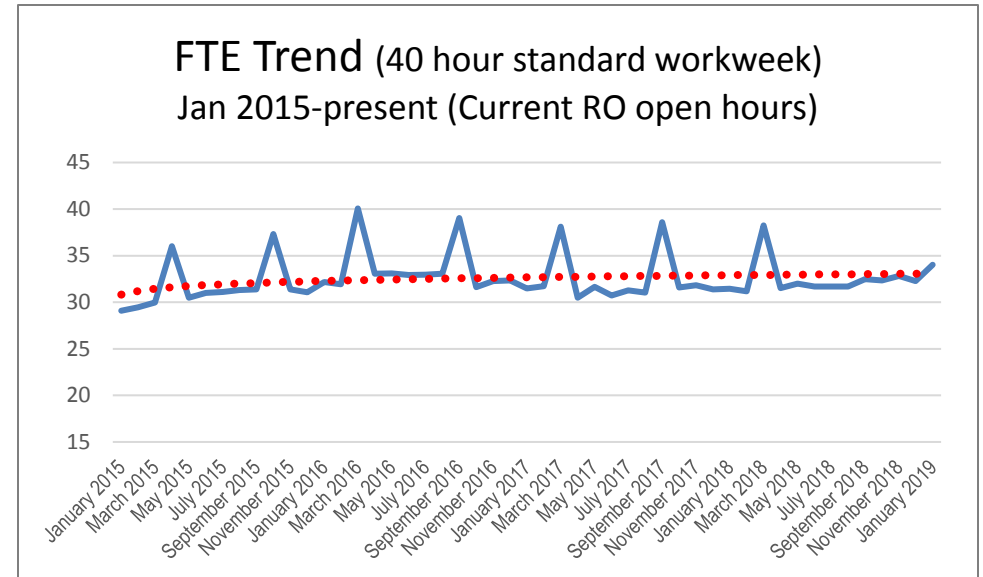
Volunteer numbers were low due to 1) not having the DCHS work program volunteers 2) losing two weekly ATS volunteers 3) losing two weekly RO volunteers and 4) weather issues and holiday time for the AS volunteers.

DL - 58
RO - 15
Friends - 58.25

Total: 131.25

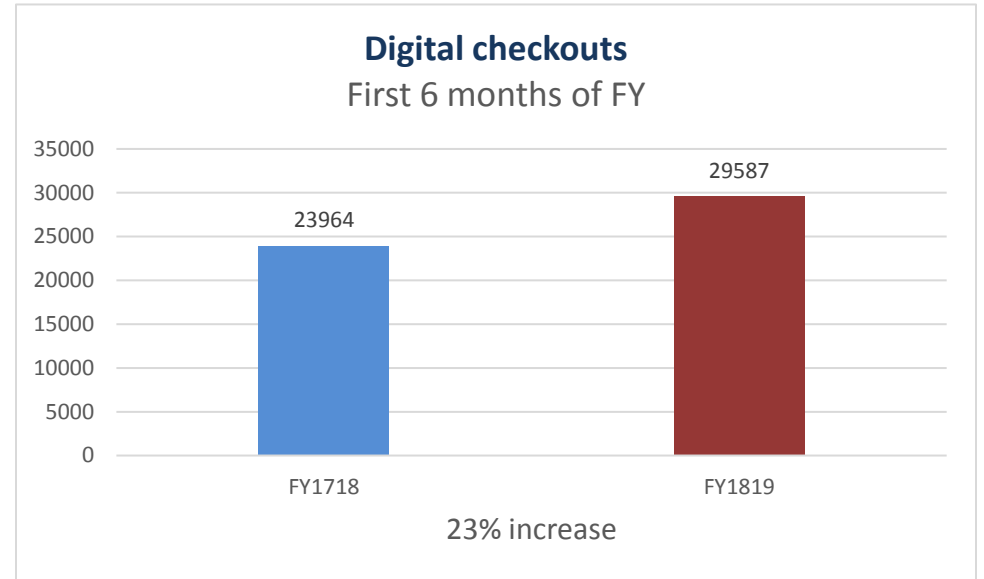
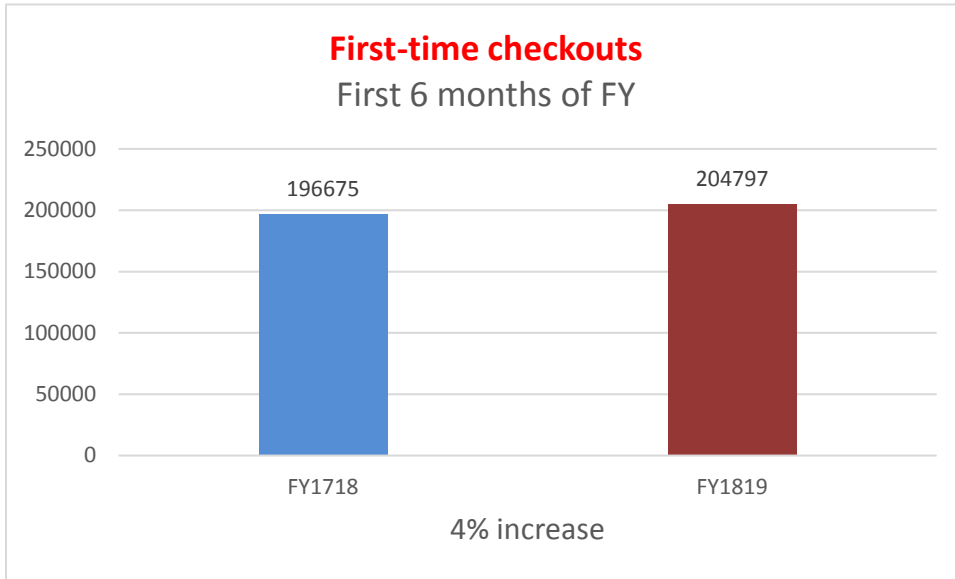
Effective April 2018, FTEs are calculated by our payroll provider based upon the number of hours worked in a *calendar* month, not by payroll period. There will no longer be spikes in months with three payroll periods. The trendline (dotted red line) provides helpful information over the long term.

We clocked 34 FTEs in January.

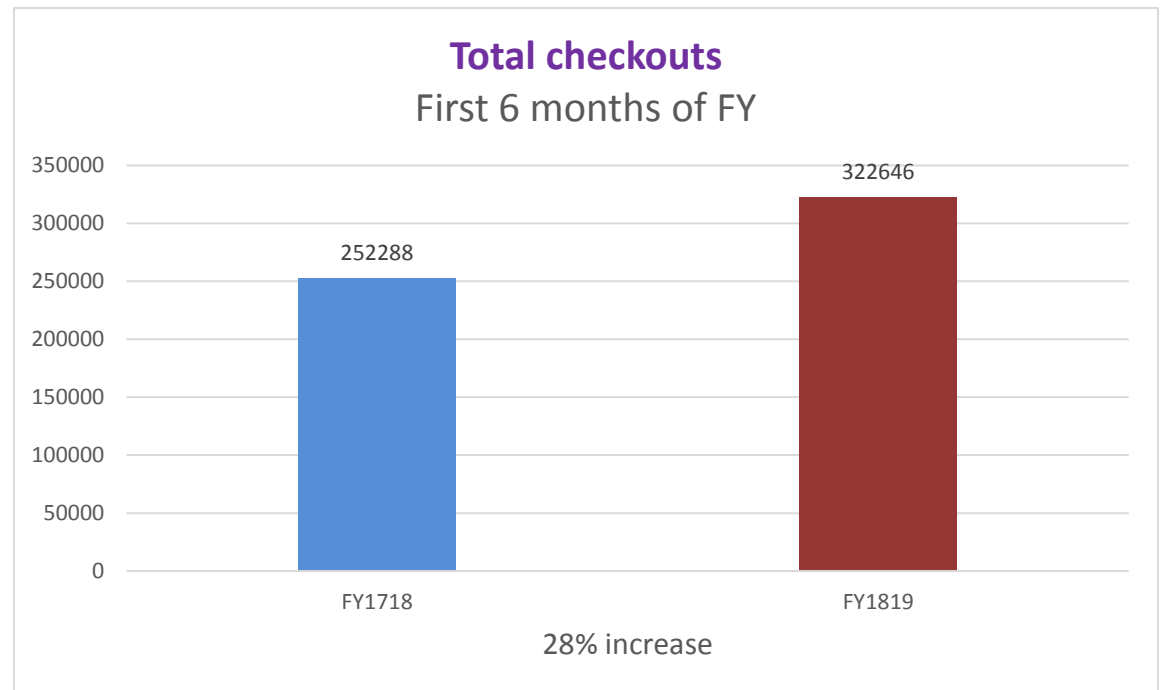


Patron Satisfaction Surveys are on iPads at the exits of both libraries, with a goal to average at least 9. Great scores in January at DL with 28 patrons responding, and a couple of low marks at DL brought down that monthly average. We're moving the DL iPad to heighten patron interest in completing the 1-question survey.

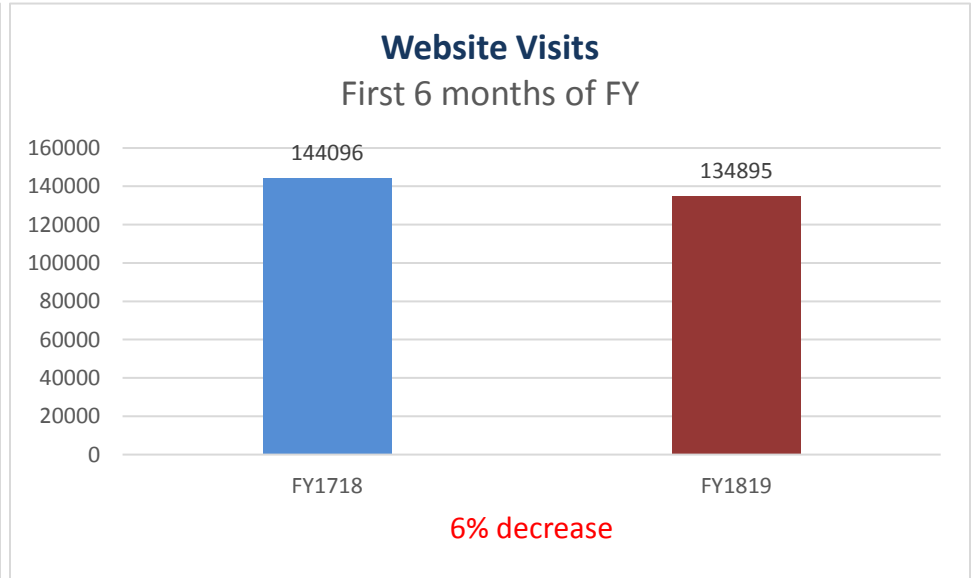
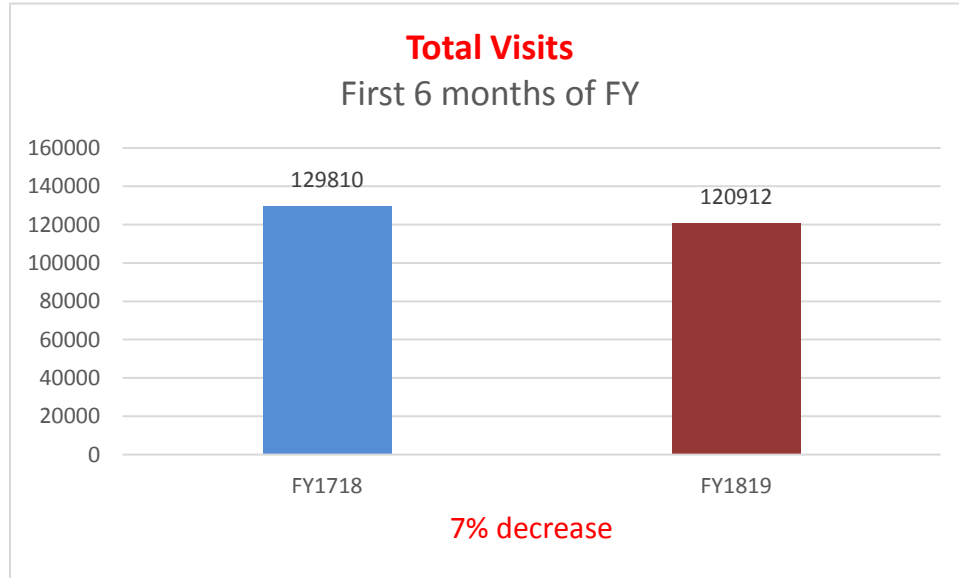
At last month's board meeting there were some questions regarding changes from the first 6 months of last fiscal year versus this year. The below graphs summarize changes in our commonly reported areas.



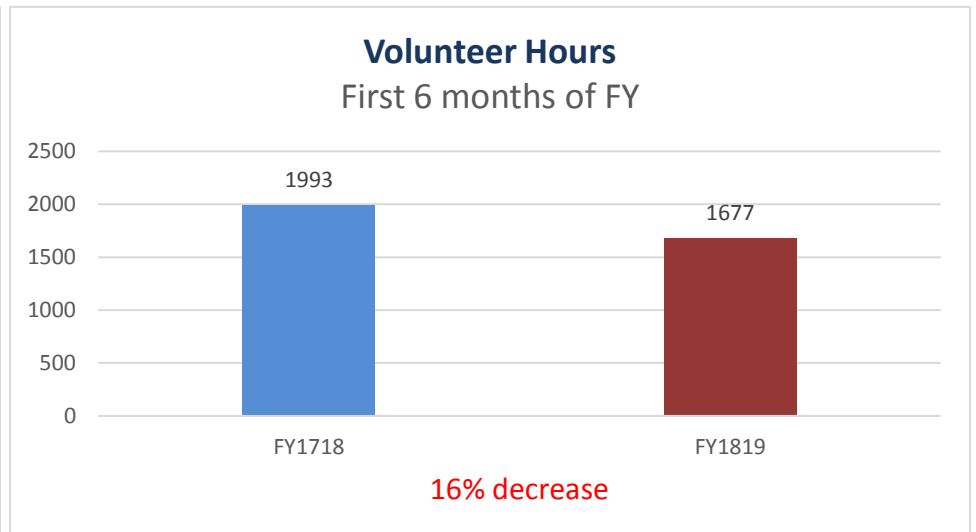
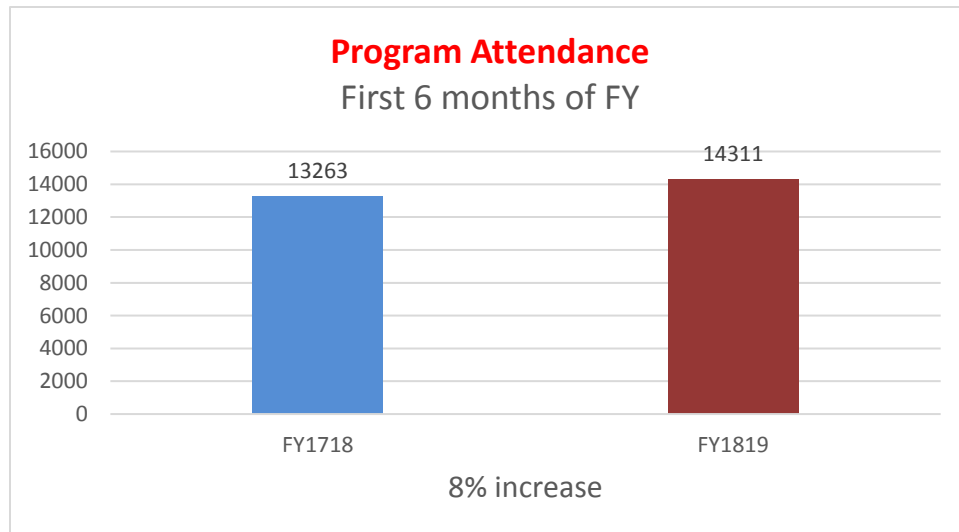
The addition of auto-renewals has caused an increase in our **total checkouts**. **First-time checkouts** (excluding renewals) are also up this year, as well as **digital checkouts**.

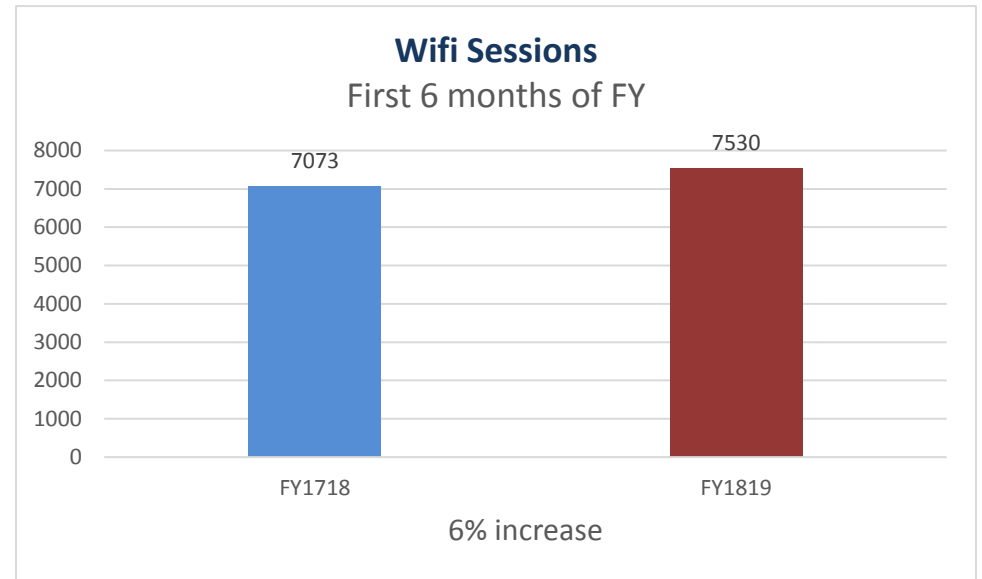
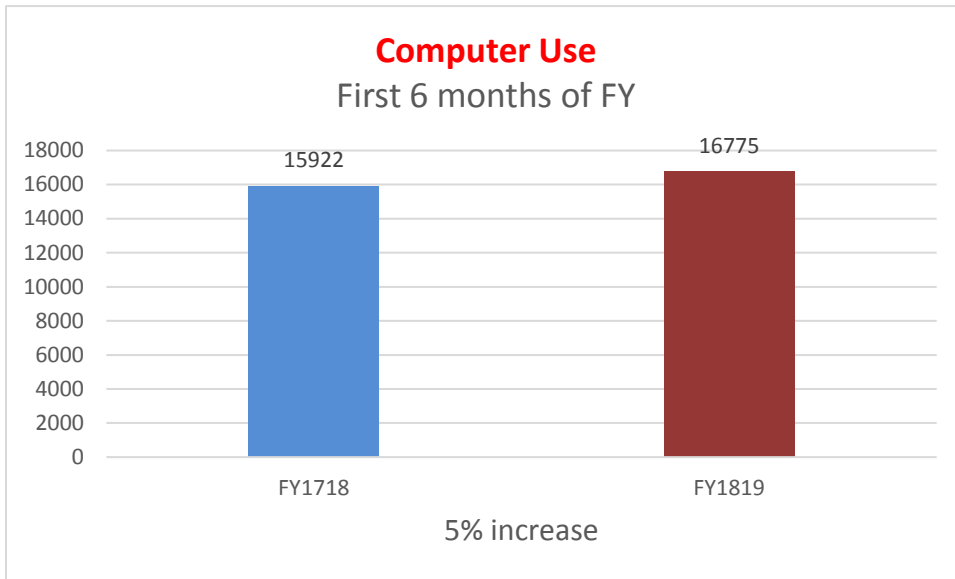


Visits (both **physical visits** to the libraries and **website visits**) are down. Starting in FY1819 we ceased adding the west door count to our statistics because these visits are solely staff and deliveries. However, staff and delivery figures were included in FY1718. Website visits began declining in December 2018 because we added a filter to eliminate staff clicks from the reporting, so we can drill down into website statistics to see which pages patrons are visiting.

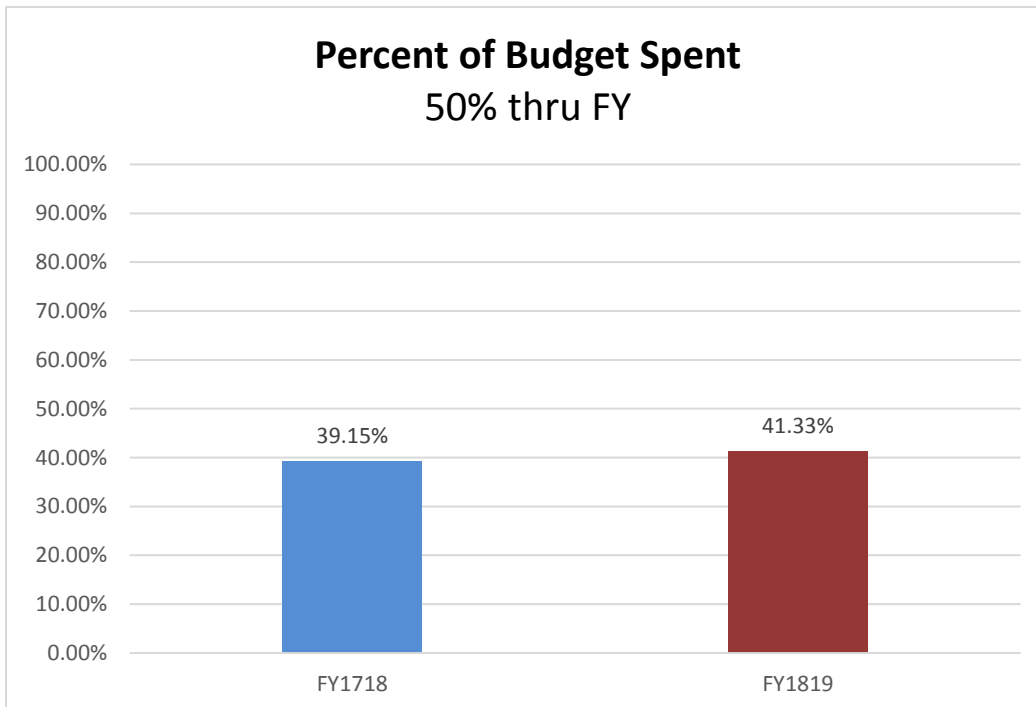


Program attendance is up, but **volunteer hours** are down. Last year we used 3 students with special needs from Dundee-Crown highschool who worked at DL 3 days per week. D-C had no students to work at DL this fall so those hours are missing.





Computer use and wifi use are both up.



At the end of December 2017, we'd spent 39.15% of the total FY1718 budget. At the end of December 2018, we've spent 41.33% of the total FY1819 budget.

Personnel expenditures as a percentage of the personnel budget increased 3%, from 39.5% in FY1718 to 42.4% of the total FY1819 budget. Since we're halfway through the fiscal year, it is predicted our total personnel expenditures will end the year significantly under budget.

Materials expenditures as a percentage of the materials budget increased at a higher rate, from 40% to 49% of the total FY1819 budget. Since we're halfway through the fiscal year, it's our target to have spent 50% of the materials budget so our spending is on track.

A. Consent Agenda

BACKGROUND INFORMATION: These items are routine business for the library district and can be enacted by a single motion under the Consent Agenda. There will be no discussion of these items unless a Trustee requests that an item or items be removed from the Consent Agenda for separate consideration.

A.1 RECOMMENDED **MOTION**: I move to Approve items A.1.a through A.1.l under the Consent Agenda as presented

- A.1.a Minutes from the January 15, 2019 Board of Trustees Meeting**
- A.1.b Minutes from the October 16, 2018 Executive Session**
- A.1.c Minutes from the December 18, 2018 Executive Session**
- A.1.d Check/Voucher Register – AP & Payroll Complete for January 2019 totaling \$249,014.21**
- A.1.e Monthly Financial Report for January 2019**
- A.1.f Revenue Summary – All Funds Combined – Budget v Actual Revenues**
- A.1.g Revenue Summary – All Funds Combined by Period**
- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses**
- A.1.i Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location**
- A.1.j Expenditure Summary – All Funds Combined by Period**
- A.1.k Balance Sheet for January 2019**
- A.1.l Ehlers Account Statement for January 2019**

A separate motion to approve each withheld item is needed prior to discussion and voting on that item.

RECOMMENDED **MOTION** (if needed):

Approve Item _____ as presented

**Fox River Valley Public Library District
Board of Trustee Meeting
January 15, 2019**

**Dundee Library Meeting Room
555 Barrington Avenue
East Dundee, IL 60118**

MINUTES

The meeting was called to order by President Richard Corbett at 7:03 PM. All present rose to recite the Pledge of Allegiance.

Roll Call

Members present:	President	Richard Corbett
	Vice President	Phyllis Creighton
	Treasurer	Brian Lindholm
	Secretary	Nikki Kuhlman
	Trustee	Fred Lechuga
	Trustee	Mike Tennis
	Trustee	Kristina Weber

Members absent: None

Others present: Director Roxane Bennett, Deputy Director Lauren Rosenthal, Jason Katsion, Keri Carroll, Heather Zabski, Elizabeth Forkan, Karin Nelson, Michael Lorenzetti, Brittany Berger, Kirstin Finneran, Mary Povilonis, Dee Hughes, Kevin Polcyn, Karen Werle

Public Comment

There was no public comment.

President’s Report

Corbett noted two upcoming Illinois Library Association events, the annual Legislative Meet-Up in February and Trustee Forum Workshop in March, are fast approaching. The library has budgeted for trustee attendance at these events. Please let Director Bennett know if you can attend either or both.

Officer Reports

Vice President Creighton – no report

Secretary Kuhlman – no report

Treasurer Lindholm – Lindholm noted the Cash Flow Analysis illustrates investment strategies and cash flow throughout the fiscal year. There was brief discussion on rate comparisons.

Trustee Liaison Reports

Trustee Lechuga; Facilities – no report

Trustee Tennis; Community Engagement – A written report on an informative meeting with Elgin Community College’s Associate Dean Wenzel was distributed to Trustees previously. There was no discussion.

Trustee Weber; Bylaws and Policy – Weber noted two policies on the agenda for discussion.

Director’s Report

Staff Recognition

Bennett recognized staff members for their years of service to the Library District: Delfina Saravia for 10 years, Gemma Winger, Mary Povilonis and Karen Werle for 15 years, Jason Katsion for 20 years, and Kevin Polcyn for 25 years.

Library Innovation of the Month

Youth Services Librarian Brittany Berger presented an overview of a new collection – Early Learning Kits geared toward children aged 0-6 years. The popularity of STEAM Kits and American Girl Kits suitable for older children led to the expansion into Early Learning Kits, a ‘hands-on’ tool to assist development of kindergarten readiness skills. They are presently available for checkout at the Dundee Library for one week loan periods.

Strategic Plan Update

Deputy Director Lauren Rosenthal noted progress made on the Strategic Plan. General discussion will take place during the February meeting.

There was discussion on the December Dashboard statistics. Bennett identified March or April as the anticipated target month for OpenGov reporting to begin.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the December 18, 2018 Board of Trustees Meeting
- A.1.b Minutes from the December 20, 2018 Board of Trustees Special Meeting
- A.1.c Check/Voucher Register – AP & Payroll Complete for December 2018 totaling \$264,425.06
- A.1.d Monthly Financial Report for December 2018
- A.1.e Revenue Summary – All Funds Combined – Budget v Actual Revenues
- A.1.f Revenue Summary – All Funds Combined by Period
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.i Expenditure Summary – All Funds Combined by Period
- A.1.j Balance Sheet for December 2018
- A.1.k Ehlers Account Statement for December 2018

Corbett inquired if Trustees wished any of the Consent Agenda items withdrawn for separate discussion. Tennis requested A.1.d be withheld. Corbett called for a motion to *APPROVE EXHIBITS A.1.A THROUGH A.1.C AND A.1.E THROUGH A.1.K AS PRESENTED*; moved by Tennis and seconded by Weber. There was no discussion; Corbett called for a roll call vote.

Roll Call Vote: Weber, Tennis, Lechuga, Lindholm, Kuhlman, Creighton, Corbett – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Corbett then called for a motion to *APPROVE EXHIBIT A.1.D AS PRESENTED*; moved by Lindholm, seconded by Creighton. There was discussion on an expenditures comparison; Corbett then called for a roll call vote.

Roll Call Vote: Weber, Tennis, Lechuga, Lindholm, Kuhlman, Creighton, Corbett – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Unfinished Business

There was no unfinished business.

New Business

Exhibit C.1 Library Card Policy Update

Bennett noted a change in state statutes last summer allows libraries to offer cards to business owners who lease rather than own property that is taxed for library service. In order for FRVPLD to do so, a change to the Library Card policy is required. Weber has reviewed the updated language.

Corbett called for a motion to *ADOPT THE LIBRARY CARD POLICY UPDATE AS PROPOSED*. Moved by Tennis, seconded by Kuhlman. There was no further discussion.

Roll Call Vote: Weber, Tennis, Lechuga, Lindholm, Kuhlman, Creighton, Corbett – aye. 7 ayes, 0 nays; motion carried.

Exhibit C.2 Ordinance 2019-01 Nonresident Cards

Corbett called for a motion to *ADOPT ORDINANCE 2019-01 NONRESIDENT CARDS*. Moved by Kuhlman and seconded by Creighton; Bennett noted that this annually required ordinance has been updated to be consistent with the previous updated Library Card Policy regarding nonresidents who lease business property. There was no further discussion and Corbett called for a roll call vote.

Roll Call Vote: Weber, Tennis, Lechuga, Lindholm, Kuhlman, Creighton, Corbett – aye. 7 ayes, 0 nays; motion carried.

Exhibit C.3 Reference and Readers Advisory Policy

Corbett called for a motion to *ADOPT THE REFERENCE AND READERS ADVISORY POLICY AS PROPOSED*. Moved by Weber and seconded by Lindholm. The Library provides assistance to connect all patrons with resources and materials that meet their interests in both physical and digital format. Adoption of a Board approved reference and reader's service policy is recommended. Weber has reviewed the policy drafted by Adult and Teen Services and examined by Administration.

There being no further discussion, Corbett called for a roll call vote.

Roll Call Vote: Weber, Tennis, Lechuga, Lindholm, Kuhlman, Creighton – aye; Corbett – abstain. 7 ayes, 0 nays. Motion carried.

There was brief discussion on impact fees owed to the Library District from West Dundee; a plan for spending on capital projects or similar needs must be developed in order to request those funds.

Executive Session

Corbett noted there would be an Executive Session under 5 ILCS 120/2 (c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; and 5 ILCS 120/2(c)(21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. There would be no action taken upon return to open session. He called for a *MOTION TO ADJOURN TO EXECUTIVE SESSION*; moved by Tennis, seconded by Creighton.

Meeting adjourned by unanimous voice vote at 8:12 PM.

Return to Open Session

The meeting was called to order by President Richard Corbett at 9:34 PM.

Roll Call

Members present:	President	Richard Corbett
	Vice President	Phyllis Creighton
	Treasurer	Brian Lindholm
	Secretary	Nikki Kuhlman
	Trustee	Fred Lechuga
	Trustee	Mike Tennis
	Trustee	Kristina Weber

Members absent: None

No other business was conducted and Corbett called for a motion to *ADJOURN*. Moved by Tennis and seconded by Lindholm, the meeting was adjourned by unanimous voice vote at 9:35 PM.

**Fox River Valley Public Library District
Board of Trustees Executive Session
October 16, 2018**

Dundee Library Meeting Room
555 Barrington Avenue
East Dundee, IL 60118

MINUTES

The Executive Session was called to order at 9:05 PM by Board President Richard Corbett. The reason for the Executive Session was due to a Closed Session review [5 ILCS 120/2(c)(8)].

Roll Call

Members Present:	President	Richard Corbett
	Vice Pres.	Phyllis Creighton
	Treasurer	Brian Lindholm
	Secretary	Nikki Kuhlman
	Trustee	Fred Lechuga
	Trustee	Mike Tennis
	Trustee	Kristina Weber

Members Absent: none

Roxane E. Bennett, Director of the Library, was also present.

Secretary Kuhlman and Trustee Tennis shared that they had reviewed all closed meeting minutes on October 5th, 2018, and were in agreement that the June 19, 2018 Executive Session meeting minutes could be opened, with one minor change (removing the word "just"). All other closed minutes should remain closed.

It was also recommended that all recordings older than 18 months be deleted.

Trustee Tennis made a motion to adjourn the executive session. Treasurer Lindholm seconded. The Executive session was adjourned at 9:13 PM.

Nikki Kuhlman, Secretary

**Fox River Valley Public Library District
Board of Trustees Executive Session
December 18, 2018**

Dundee Library Meeting Room
555 Barrington Avenue
East Dundee, IL 60118

MINUTES

The Executive Session was called to order at 7:08 PM by Board President Richard Corbett.

Roll Call

Members Present:	President	Richard Corbett
	Vice Pres.	Phyllis Creighton
	Treasurer	Brian Lindholm
	Secretary	Nikki Kuhlman
	Trustee	Mike Tennis
	Trustee	Kristina Weber

Members Absent: Trustee Fred Lechuga

The Executive Meeting was called for reason of "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal council for the public body." 5 ILCS 120/2 (c)(1)

Creighton lead the discussion to discuss Director Bennett's goals/metrics for 2018. We were reminded that the metrics do not encompass a full year, as goals were given to Bennett several months into the year.

Existing 2018 goals were discussed to be used for 2019. The addition of an additional goal will be brought up as part of the discussion with Bennett about goals for 2019.

Further discussion took place about how Bennett meets the criteria on the Director Job Description.

Tennis made a motion to adjourn the executive session. Creighton seconded. The Executive session was adjourned at 8:31 PM.

Nikki Kuhlman, Secretary

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 1/1/2019 Through 1/31/2019

Vendor Name	Check Number	Effective Date	Check Amount
AJ Gallagher Risk Mgmt. Services, Inc.	42205	1/15/2019	6,150.00
Alarm Detection Systems	42206	1/15/2019	201.00
AT&T	42207	1/15/2019	377.63
AT & T Mobility	42208	1/15/2019	109.82
Baker & Taylor	42211	1/15/2019	5,218.02
Breakroom Solutions	42212	1/15/2019	116.28
Brodart Co.	42213	1/15/2019	135.24
Cooperative Computer Services	42214	1/15/2019	6,735.97
CDS Office Technologies	42215	1/15/2019	282.57
Children's Plus Inc	42216	1/15/2019	149.70
Comcast	42217	1/15/2019	410.01
Comcast	42218	1/15/2019	1,197.00
ComEd	42219	1/15/2019	3,389.38
Demco, Inc.	42220	1/15/2019	19.24
Dundee Township Park District	42221	1/15/2019	32,445.00
Dundee Township Rotary Club	42222	1/15/2019	190.00
Ehlers Investment Partners, LLC	42223	1/15/2019	657.06
Elgin Key & Lock Co., Inc.	42224	1/15/2019	209.00
ELM USA Inc.	42225	1/15/2019	231.83
Garveys Office Products	42226	1/15/2019	1,202.88
GovConnection, Inc	42227	1/15/2019	480.90
Jennifer Grant	42228	1/15/2019	25.00
Green Emerald Chem-Dry	42229	1/15/2019	680.00
Illinois Library Association	42230	1/15/2019	325.00
INGRAM Library Services	42231	1/15/2019	835.83
K-Log, Inc.	42232	1/15/2019	2,823.41
KONE, INC	42233	1/15/2019	248.37
LIMRiCC Unemployment Compensatio...	42234	1/15/2019	638.15
Midwest Tape Exchange, Inc.	42235	1/15/2019	2,408.14
Nicor Gas	42236	1/15/2019	440.32
OpenGov, Inc.	42237	1/15/2019	10,034.00
Postmaster - Algonquin	42238	1/15/2019	2,000.00
Quality Logo Products, Inc	42239	1/15/2019	1,168.33
RAILS	42240	1/15/2019	1,275.50
Rotary Club of Carpentersville - Mornng	42241	1/15/2019	190.00
Shaw Media	42242	1/15/2019	500.00
Technology Management Rev Fund	42243	1/15/2019	427.50
Unique Management Services, Inc.	42244	1/15/2019	590.70
Valley Enterprises, Inc.	42245	1/15/2019	1,510.00
Cardmember Service	42246	1/15/2019	2,089.38
W.T. Cox Subscriptions, Inc.	42247	1/15/2019	197.72
Wellness Insurance Network	42248	1/15/2019	11,997.86
Illinois Municipal Retirement	DD201801-04	1/31/2019	15,586.89
Paylocity Payroll	DD201901-01	1/4/2019	221.03
Paylocity Payroll	DD201901-02	1/18/2019	456.36
Paylocity Payroll	DD201901-03	1/21/2019	0.00
Illinois Dept. of Revenue		1/21/2019	36.00
	Total 10100 - BANK ACCOUNTS		116,614.02
Report Total			116,614.02

Fox River Valley Public Library District
 Check/Voucher Register - AP & Payroll Complete
 10100 - BANK ACCOUNTS
 From 01/01/2019 Through 01/31/2019

Page 1 Total

116,614.02

<u>MONTHLY PAYROLL EXPENSE</u>	
GROSS PAYROLL-JANUARY 2019	129,428.83
<u>LESS EMPLOYEE PORTION:</u>	
MEDICAL INSURANCE	1,113.08
DENTAL INSURANCE	139.64
I.M.R.F	5,581.39
<u>PLUS EMPLOYER PORTION:</u>	
I.M.R.F	10,005.50
MEDICARE/F.I.C.A.	9,805.47
TOTAL PAYROLL EXPENSE	<u>142,405.69</u>
*Minus IMRF Employer Portion Direct Debit	<u>(10,005.50)</u>
	<u>132,400.19</u>

132,400.19249,014.21

Grand Total

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819
10 - GENERAL/CORPORATE
From 1/1/2019 Through 1/31/2019

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	0.00	3,085,679.68	99.88%	3,427.02	3,089,106.70	0.11%
43020	PERSONAL PROPERTY REPLACEMENT TAX	5,384.43	21,548.50	47.88%	23,451.50	45,000.00	52.11%
44010	INTEREST & DIVIDEND INCOME	8,566.55	28,034.56	127.42%	(6,034.56)	22,000.00	(27.42)%
45010	PER CAPITA GRANT	0.00	86,672.50	100.00%	0.00	86,672.50	0.00%
45011	E-RATE GRANT	0.00	6,667.74	88.90%	832.26	7,500.00	11.09%
46020	FINES & RECOVERY FEES	2,299.27	14,256.01	21.93%	50,743.99	65,000.00	78.06%
46030	LOST / DAMAGED / RECOVERY	782.06	2,771.15	55.42%	2,228.85	5,000.00	44.57%
46110	MEETING ROOM RENTAL FEE	0.00	40.00	10.00%	360.00	400.00	90.00%
46200	PRINTING REVENUE	1,130.80	9,844.20	54.69%	8,155.80	18,000.00	45.31%
46210	FAX REVENUE	178.00	1,614.95	71.77%	635.05	2,250.00	28.22%
46300	TAXABLE INCOME	32.25	235.90	58.85%	164.90	400.80	41.14%
46400	MISCELLANEOUS INCOME	0.00	131.78	0.00%	(131.78)	0.00	0.00%
46450	REIMBURSEMENTS	0.00	1,517.59	20.23%	5,982.41	7,500.00	79.76%
46500	CASH OVER	4.26	57.64	23.05%	192.36	250.00	76.94%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	816.00	5,622.00	58.48%	3,990.00	9,612.00	41.51%
	Total REVENUES	<u>19,193.62</u>	<u>3,264,694.20</u>	<u>97.20%</u>	<u>93,997.80</u>	<u>3,358,692.00</u>	2.80%
	Total Revenues	<u>19,193.62</u>	<u>3,264,694.20</u>	<u>97.20%</u>	<u>93,997.80</u>	<u>3,358,692.00</u>	2.80%
Expenditures							
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
70000	TRANSFER OUT	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>191,950.05</u>	<u>191,950.05</u>	100.00%
	Total TRANSFERS BETWEEN FUNDS	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>191,950.05</u>	<u>191,950.05</u>	100.00%
15	PERSONNEL SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819
10 - GENERAL/CORPORATE
From 1/1/2019 Through 1/31/2019

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
52120	EMPLOYEE INSURANCES	10,745.14	68,337.98	40.19%	101,662.02	170,000.00	59.80%
52123	WORKERS COMP	0.00	6,487.50	70.87%	2,666.50	9,154.00	29.12%
52124	UNEMPLOYMENT INSURANCE	638.15	1,673.75	20.92%	6,326.25	8,000.00	79.07%
52130	STAFF DEVELOPMENT	25.00	311.90	10.39%	2,688.10	3,000.00	89.60%
52150	DIRECTOR'S CONFERENCE	0.00	1,321.51	33.03%	2,678.49	4,000.00	66.96%
52160	TUITION REIMBURSEMENT	1,272.00	1,272.00	63.60%	728.00	2,000.00	36.40%
73295	MEETING EXPENSE	314.80	1,764.08	64.14%	985.92	2,750.00	35.85%
05	ADMINISTRATION						
52100	SALARIES	25,300.70	198,342.80	52.79%	177,371.20	375,714.00	47.20%
52130	STAFF DEVELOPMENT	420.00	1,559.74	50.37%	1,536.26	3,096.00	49.62%
40	PUBLIC RELATIONS						
52100	SALARIES	4,500.51	18,162.56	31.00%	40,425.44	58,588.00	68.99%
50	IT / NETWORK						
52100	SALARIES	2,308.20	10,413.40	30.97%	23,201.60	33,615.00	69.02%
60	PURCHASING, ACQUISITIONS, TECH SERVICES						
52100	SALARIES	8,409.22	56,473.26	49.13%	58,472.74	114,946.00	50.86%
90	FACILITIES						
52100	SALARIES	10,136.64	68,136.09	51.80%	63,389.91	131,526.00	48.19%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	25,296.38	184,803.28	47.15%	207,116.72	391,920.00	52.84%
52130	STAFF DEVELOPMENT	0.00	35.00	1.40%	2,465.00	2,500.00	98.60%
20	YOUTH SERVICES						
52100	SALARIES	22,732.40	153,974.81	50.22%	152,590.19	306,565.00	49.77%
52130	STAFF DEVELOPMENT	325.00	1,488.04	29.76%	3,511.96	5,000.00	70.23%
70	ACCOUNT SERVICES						
52100	SALARIES	16,077.77	111,237.44	54.76%	91,872.56	203,110.00	45.23%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	500.00	500.00	100.00%
75	SHELVERS						
52100	SALARIES	2,548.51	18,694.31	51.70%	17,460.69	36,155.00	48.29%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	12,118.50	82,241.20	55.62%	65,619.80	147,861.00	44.37%
	Total PERSONNEL SERVICES/BENEFITS	143,168.92	986,730.65	49.09%	1,023,269.35	2,010,000.00	50.91%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819
10 - GENERAL/CORPORATE
From 1/1/2019 Through 1/31/2019

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	SUPPLIES	452.30	3,965.36	39.18%	6,154.64	10,120.00	60.81%
61500	ELECTRONIC RESOURCES	733.42	44,730.27	80.90%	10,555.73	55,286.00	19.09%
61510	EBOOKS	2,042.94	21,469.87	53.87%	18,380.13	39,850.00	46.12%
61520	DOWNLOADABLE MEDIA	1,859.64	18,289.87	70.34%	7,710.13	26,000.00	29.65%
64100	PROC FEES BOOKS	256.75	1,880.45	47.01%	2,119.55	4,000.00	52.98%
64200	PROC FEES AV	1,179.60	3,175.55	48.72%	3,342.40	6,517.95	51.27%
64500	ONLINE ORDERING FEE	0.00	1,664.50	87.60%	235.50	1,900.00	12.39%
69990	CONTINGENT-LIBRARY MATERIALS	0.00	0.00	0.00%	8,594.00	8,594.00	100.00%
05	ADMINISTRATION						
61120	BOOKS NF	41.50	129.32	129.32%	(29.32)	100.00	(29.32)%
61200	PERIODICALS	0.00	1,784.70	99.15%	15.30	1,800.00	0.85%
1	Dundee Library						
00	DEPARTMENT-WIDE						
61117	BOOKS LEASED	0.00	2,134.80	71.16%	865.20	3,000.00	28.84%
61200	PERIODICALS	(8.14)	4,573.29	80.23%	1,126.71	5,700.00	19.76%
61600	GAMES	341.34	7,091.93	47.27%	7,908.07	15,000.00	52.72%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	1,560.55	13,142.45	48.67%	13,857.55	27,000.00	51.32%
61111	BOOKS F LARGE PRINT	314.49	801.03	26.70%	2,198.97	3,000.00	73.29%
61120	BOOKS NF	1,011.90	7,578.17	50.52%	7,421.83	15,000.00	49.47%
61130	BOOKS FOREIGN LANGUAGE	98.80	1,518.41	37.96%	2,481.59	4,000.00	62.03%
61330	AUDIOBOOKS	496.88	3,614.06	51.62%	3,385.94	7,000.00	48.37%
61350	MUSIC	226.15	2,100.03	52.50%	1,899.97	4,000.00	47.49%
61400	DVD	2,320.91	10,824.21	42.03%	14,925.79	25,750.00	57.96%
64350	PROC FEES MUSIC	0.00	288.65	100.00%	0.00	288.65	0.00%
64400	PROC FEES DVDS	0.00	947.55	100.00%	0.00	947.55	0.00%
15	TEEN						
61100	BOOKS	265.28	3,287.93	46.97%	3,712.07	7,000.00	53.02%
61130	BOOKS FOREIGN LANGUAGE	528.67	1,082.56	36.08%	1,917.44	3,000.00	63.91%
61330	AUDIOBOOKS	511.88	1,227.69	40.92%	1,772.31	3,000.00	59.07%
20	YOUTH SERVICES						
61100	BOOKS	4,360.05	29,857.66	59.71%	20,142.34	50,000.00	40.28%

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10 - GENERAL/CORPORATE
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		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819	
	61130	BOOKS FOREIGN LANGUAGE	0.00	2,353.85	29.42%	5,646.15	8,000.00	70.57%
	61330	AUDIOBOOKS	29.99	899.71	59.98%	600.29	1,500.00	40.01%
	61350	MUSIC	215.66	631.81	63.18%	368.19	1,000.00	36.81%
	61400	DVD	949.74	3,343.03	66.86%	1,656.97	5,000.00	33.13%
	61700	NONTRADITIONAL MATERIALS	587.33	1,973.89	52.63%	1,776.11	3,750.00	47.36%
	64400	PROC FEES DVDS	0.00	507.15	100.00%	0.00	507.15	0.00%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	61200	PERIODICALS	0.00	1,247.67	113.42%	(147.67)	1,100.00	(13.42)%
	61600	GAMES	56.39	2,529.94	50.59%	2,470.06	5,000.00	49.40%
	10	ADULT & TEEN SERVICES						
	61110	BOOKS FICTION	676.27	4,209.52	46.77%	4,790.48	9,000.00	53.22%
	61120	BOOKS NF	161.02	1,155.66	38.52%	1,844.34	3,000.00	61.47%
	61400	DVD	596.00	3,042.36	48.67%	3,207.64	6,250.00	51.32%
	64400	PROC FEES DVDS	0.00	280.00	100.00%	0.00	280.00	0.00%
	15	TEEN						
	61100	BOOKS	335.24	1,835.70	61.19%	1,164.30	3,000.00	38.81%
	20	YOUTH SERVICES						
	61100	BOOKS	1,304.72	7,904.00	41.60%	11,096.00	19,000.00	58.40%
	61130	BOOKS FOREIGN LANGUAGE	0.00	872.49	58.16%	627.51	1,500.00	41.83%
	61400	DVD	418.26	1,589.46	79.47%	410.54	2,000.00	20.52%
	61700	NONTRADITIONAL MATERIALS	865.95	865.95	43.29%	1,134.05	2,000.00	56.70%
	64400	PROC FEES DVDS	0.00	258.70	100.00%	0.00	258.70	0.00%
		Total LIBRARY MATERIALS	24,791.48	222,661.20	55.67%	177,338.80	400,000.00	44.33%
51		LIBRARY OPERATIONS						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	70800	POSTAGE	15.99	944.59	18.89%	4,055.41	5,000.00	81.10%
	70900	SUPPLIES	751.12	5,925.89	43.89%	7,574.11	13,500.00	56.10%
	73225	PUBLIC LIABILITY INSURANCE	0.00	21,478.00	89.49%	2,522.00	24,000.00	10.50%
	73230	TRANSPORTATION REIMBURSEMENT	65.78	1,855.55	46.38%	2,144.45	4,000.00	53.61%
	73240	BOARD EXPENSES	0.00	825.38	41.26%	1,174.62	2,000.00	58.73%
	73241	LEGAL NOTICES FEES	0.00	659.87	32.99%	1,340.13	2,000.00	67.00%
	73242	MEMBERSHIPS	150.00	2,730.00	91.00%	270.00	3,000.00	9.00%

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10 - GENERAL/CORPORATE
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		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
73245	BACKGROUND CHECK FEES	12.00	102.00	12.75%	698.00	800.00	87.25%
73250	BANK CHARGES	72.40	450.29	18.01%	2,049.71	2,500.00	81.98%
73255	INVESTMENT FEES	657.06	3,886.21	86.36%	613.79	4,500.00	13.63%
73258	MATERIALS RECOVERY FEE	590.70	590.70	11.81%	4,409.30	5,000.00	88.18%
73260	LOST & PAID FORWARDING	0.00	118.88	23.77%	381.12	500.00	76.22%
73280	COST OF ITEMS SOLD	0.00	52.80	10.56%	447.20	500.00	89.44%
73281	SALES TAX EXPENSE	36.00	36.00	36.00%	64.00	100.00	64.00%
73285	REIMBURSED PURCHASES	3,066.41	4,270.40	56.93%	3,229.60	7,500.00	43.06%
73290	HOSPITALITY	0.00	40.62	3.24%	1,209.38	1,250.00	96.75%
76500	CASH UNDER	5.41	45.41	18.16%	204.59	250.00	81.83%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	6,230.35	6,230.35	100.00%
05	ADMINISTRATION						
73242	MEMBERSHIPS	380.00	1,763.00	66.02%	907.00	2,670.00	33.97%
30	PUBLIC SERVICE						
70900	SUPPLIES	0.00	1,439.71	12.68%	9,910.29	11,350.00	87.31%
50	IT / NETWORK						
73242	MEMBERSHIPS	0.00	0.00	0.00%	120.00	120.00	100.00%
90	FACILITIES						
70900	SUPPLIES	982.49	4,721.71	47.21%	5,278.29	10,000.00	52.78%
1	Dundee Library						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	301.50	60.30%	198.50	500.00	39.70%
73215	COPIER/PRINT EXPENSE	236.49	1,822.21	36.44%	3,177.79	5,000.00	63.55%
73520	PLANT OPERATION	957.37	5,861.91	22.40%	20,305.74	26,167.65	77.59%
10	ADULT & TEEN SERVICES						
73242	MEMBERSHIPS	0.00	0.00	0.00%	380.00	380.00	100.00%
20	YOUTH SERVICES						
73242	MEMBERSHIPS	0.00	210.00	42.00%	290.00	500.00	58.00%
70	ACCOUNT SERVICES						
73242	MEMBERSHIPS	0.00	0.00	0.00%	225.00	225.00	100.00%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	46.08	340.00	20.00%	1,360.00	1,700.00	80.00%
73505	RENT EXPENSE	5,407.50	37,852.50	58.33%	27,037.50	64,890.00	41.66%
	Total LIBRARY OPERATIONS	13,432.80	98,325.13	47.70%	107,807.87	206,133.00	52.30%

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10 - GENERAL/CORPORATE
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		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	2,000.00	6,025.00	60.25%	3,975.00	10,000.00	39.75%
70900	SUPPLIES	519.35	2,725.83	33.24%	5,474.17	8,200.00	66.75%
73010	NEWSLETTER	0.00	9,470.00	49.47%	9,670.00	19,140.00	50.52%
73020	OUTSIDE PRINTING	159.94	751.40	25.04%	2,248.60	3,000.00	74.95%
73290	HOSPITALITY	0.00	0.00	0.00%	200.00	200.00	100.00%
	Total PUBLIC RELATIONS	2,679.29	18,972.23	46.80%	21,567.77	40,540.00	53.20%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	5,369.22	41.30%	7,630.78	13,000.00	58.69%
73150	PERFORMERS	0.00	250.00	25.00%	750.00	1,000.00	75.00%
73155	LICENSING	0.00	1,124.23	66.13%	575.77	1,700.00	33.86%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	98.89	955.58	79.63%	244.42	1,200.00	20.36%
73150	PERFORMERS	0.00	1,335.00	53.40%	1,165.00	2,500.00	46.60%
15	TEEN						
70900	SUPPLIES	165.02	551.32	55.13%	448.68	1,000.00	44.86%
20	YOUTH SERVICES						
70900	SUPPLIES	973.23	5,031.61	50.31%	4,968.39	10,000.00	49.68%
73150	PERFORMERS	40.00	580.00	38.66%	920.00	1,500.00	61.33%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	114.04	723.70	48.24%	776.30	1,500.00	51.75%
73150	PERFORMERS	0.00	205.00	82.00%	45.00	250.00	18.00%
	Total GENERAL PROGRAMMING	1,391.18	16,125.66	47.92%	17,524.34	33,650.00	52.08%
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	115.67	524.26	7.41%	6,550.74	7,075.00	92.58%
73320	CCS SHARED COST	5,419.12	37,933.84	58.33%	27,096.16	65,030.00	41.66%
73330	CONSULTING - COMPUTER SERVICES	43.00	1,856.50	34.83%	3,473.50	5,330.00	65.16%
73340	SOFTWARE	10,034.00	10,034.00	100.00%	0.00	10,034.00	0.00%
73350	INTERNET LINES	805.13	6,835.91	61.58%	4,264.09	11,100.00	38.41%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	4,966.00	4,966.00	100.00%

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10 - GENERAL/CORPORATE
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		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
1	Dundee Library						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	151.85	1,050.95	39.06%	1,639.05	2,690.00	60.93%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	151.85	1,050.95	39.06%	1,639.05	2,690.00	60.93%
	Total COMPUTER	16,720.62	59,286.41	54.43%	49,628.59	108,915.00	45.57%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73246	PAYROLL SERVICE	677.39	4,792.59	47.92%	5,207.41	10,000.00	52.07%
73410	LEGAL FEES	0.00	1,470.00	9.80%	13,530.00	15,000.00	90.20%
73420	AUDIT EXPENSE	0.00	8,570.00	88.35%	1,130.00	9,700.00	11.64%
73430	OTHER PROFESSIONAL FEES	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
	Total PROFESSIONAL FEES	677.39	14,832.59	40.42%	21,867.41	36,700.00	59.58%
61	MAINTENANCE						
0	District Wide						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINTENANCE	0.00	4,737.22	44.17%	5,987.56	10,724.78	55.82%
73310	CATALOGING - COMPUTER SERVICE	583.43	4,084.01	56.72%	3,115.99	7,200.00	43.27%
73530	EQUIPMENT MAINTENANCE	0.00	283.88	21.83%	1,016.12	1,300.00	78.16%
73640	FUEL	49.95	359.61	35.96%	640.39	1,000.00	64.03%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	5.65	5.65	100.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINTENANCE	0.00	24,234.42	100.00%	0.00	24,234.42	0.00%
73500	BUILDING REPAIRS AND MAINTENANCE	4,819.00	6,272.94	20.90%	23,727.06	30,000.00	79.09%
73530	EQUIPMENT MAINTENANCE	0.00	498.75	24.56%	1,531.25	2,030.00	75.43%
73540	CONTRACTS: BUILDING MAINTENANCE	13,117.37	24,335.47	54.60%	20,229.53	44,565.00	45.39%
2	Randall Oaks						
00	DEPARTMENT-WIDE						

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10 - GENERAL/CORPORATE
From 1/1/2019 Through 1/31/2019

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819	
	73301	COMPUTER MAINTENANCE	0.00	19,023.15	100.00%	0.00	19,023.15	0.00%
	73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	500.00	500.00	100.00%
	73530	EQUIPMENT MAINTENANCE	0.00	0.00	0.00%	300.00	300.00	100.00%
		Total MAINTENANCE	18,569.75	83,829.45	59.50%	57,053.55	140,883.00	40.50%
65		UTILITIES						
0		District Wide						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	109.82	883.79	24.68%	2,696.21	3,580.00	75.31%
1		Dundee Library						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	1,128.59	7,929.25	62.93%	4,670.75	12,600.00	37.06%
	73610	ELECTRICITY	3,389.38	25,469.75	63.67%	14,530.25	40,000.00	36.32%
	73620	WATER AND SEWER	0.00	1,913.90	38.27%	3,086.10	5,000.00	61.72%
	73630	GAS	440.32	1,210.97	24.21%	3,789.03	5,000.00	75.78%
2		Randall Oaks						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	174.72	1,218.69	55.39%	981.31	2,200.00	44.60%
		Total UTILITIES	5,242.83	38,626.35	56.49%	29,753.65	68,380.00	43.51%
70		CAPITAL EXPENSE						
0		District Wide						
00		DEPARTMENT-WIDE						
	73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00%	11,200.00	11,200.00	100.00%
	73300	COMPUTER EQUIPMENT	0.00	1,830.85	11.85%	13,619.15	15,450.00	88.14%
	73340	SOFTWARE	157.98	8,592.33	41.83%	11,945.67	20,538.00	58.16%
60		PURCHASING, ACQUISITIONS, TECH SERVICES						
	73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00%	225.00	225.00	100.00%
1		Dundee Library						
20		YOUTH SERVICES						
	73270	FURNITURE & EQUIPMENT	2,098.00	2,098.00	7.49%	25,902.00	28,000.00	92.50%
2		Randall Oaks						
80		RANDALL OAKS						

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10 - GENERAL/CORPORATE
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		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00%	500.00	500.00	100.00%
	Total CAPITAL EXPENSE	<u>2,255.98</u>	<u>12,521.18</u>	<u>16.49%</u>	<u>63,391.82</u>	<u>75,913.00</u>	<u>83.51%</u>
	Total Expenditures	<u>228,930.24</u>	<u>1,551,910.85</u>	<u>46.84%</u>	<u>1,761,153.20</u>	<u>3,313,064.05</u>	<u>53.16%</u>
	Net Increase(Decrease) in Fund Balance	<u>(209,736.62)</u>	<u>1,712,783.35</u>	<u>3,753.80%</u>	<u>(1,667,155.40)</u>	<u>45,627.95</u>	<u>(3,653.80)%</u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819
20 - FICA
From 1/1/2019 Through 1/31/2019

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	0.00	99,890.59	99.89%	109.41	100,000.00	0.10%
44010	INTEREST & DIVIDEND INCOME	132.78	309.29	1,546.45%	(289.29)	20.00	(1,446.45)%
	Total REVENUES	<u>132.78</u>	<u>100,199.88</u>	<u>100.18%</u>	<u>(179.88)</u>	<u>100,020.00</u>	<u>(0.18)%</u>
	Total Revenues	<u>132.78</u>	<u>100,199.88</u>	<u>100.18%</u>	<u>(179.88)</u>	<u>100,020.00</u>	<u>(0.18)%</u>
Expenditures							
15	PERSONNEL SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52212	DIST. F.I.C.A./MEDICARE EXPENSE	9,805.47	72,197.45	51.56%	67,802.55	140,000.00	48.43%
	Total PERSONNEL SERVICES/BENEFITS	<u>9,805.47</u>	<u>72,197.45</u>	<u>51.57%</u>	<u>67,802.55</u>	<u>140,000.00</u>	<u>48.43%</u>
	Total Expenditures	<u>9,805.47</u>	<u>72,197.45</u>	<u>51.57%</u>	<u>67,802.55</u>	<u>140,000.00</u>	<u>48.43%</u>
	Net Increase(Decrease) in Fund Balance	<u>(9,672.69)</u>	<u>28,002.43</u>	<u>(70.04)%</u>	<u>(67,982.43)</u>	<u>(39,980.00)</u>	<u>170.04%</u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819
30 - IMRF
From 1/1/2019 Through 1/31/2019

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	0.00	119,875.28	99.89%	124.72	120,000.00	0.10%
44010	INTEREST & DIVIDEND INCOME	183.01	424.58	2,122.90%	(404.58)	20.00	(2,022.90)%
	Total REVENUES	<u>183.01</u>	<u>120,299.86</u>	<u>100.23%</u>	<u>(279.86)</u>	<u>120,020.00</u>	<u>(0.23)%</u>
	Total Revenues	<u>183.01</u>	<u>120,299.86</u>	<u>100.23%</u>	<u>(279.86)</u>	<u>120,020.00</u>	<u>(0.23)%</u>
Expenditures							
15	PERSONNEL SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52121	DIST. I.M.R.F. EXPENDITURES	10,005.50	87,732.65	51.60%	82,267.35	170,000.00	48.39%
	Total PERSONNEL SERVICES/BENEFITS	<u>10,005.50</u>	<u>87,732.65</u>	<u>51.61%</u>	<u>82,267.35</u>	<u>170,000.00</u>	<u>48.39%</u>
	Total Expenditures	<u>10,005.50</u>	<u>87,732.65</u>	<u>51.61%</u>	<u>82,267.35</u>	<u>170,000.00</u>	<u>48.39%</u>
	Net Increase(Decrease) in Fund Balance	<u>(9,822.49)</u>	<u>32,567.21</u>	<u>(65.16)%</u>	<u>(82,547.21)</u>	<u>(49,980.00)</u>	<u>165.16%</u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 1/1/2019 Through 1/31/2019

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY1819 Percent Used</u>	<u>FY1819 \$ Remaining</u>	<u>Total Working Budget - FY1819</u>	<u>Percent Total Budget Remaining FY1819</u>
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INTEREST & DIVIDEND INCOME	11,118.70	23,826.92	158.84%	(8,826.92)	15,000.00	(58.84)%
	Total REVENUES	<u>11,118.70</u>	<u>23,826.92</u>	<u>158.85%</u>	<u>(8,826.92)</u>	<u>15,000.00</u>	<u>(58.85)%</u>
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
40000	TRANSFER IN	0.00	0.00	0.00%	191,950.05	191,950.05	100.00%
	Total TRANSFERS BETWEEN FUNDS	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>191,950.05</u>	<u>191,950.05</u>	<u>100.00%</u>
	Total Revenues	<u>11,118.70</u>	<u>23,826.92</u>	<u>11.51%</u>	<u>183,123.13</u>	<u>206,950.05</u>	<u>88.49%</u>
Expenditures							
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	0.00	0.00	0.00%	39,000.00	39,000.00	100.00%
	Total COMPUTER	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>39,000.00</u>	<u>39,000.00</u>	<u>100.00%</u>
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73430	OTHER PROFESSIONAL FEES	0.00	0.00	0.00%	30,718.00	30,718.00	100.00%
	Total PROFESSIONAL FEES	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>30,718.00</u>	<u>30,718.00</u>	<u>100.00%</u>
61	MAINTENANCE						
0	District Wide						
00	DEPARTMENT-WIDE						
73520	PLANT OPERATION	0.00	0.00	0.00%	17,000.00	17,000.00	100.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	1,003.00	4.01%	23,997.00	25,000.00	95.98%
	Total MAINTENANCE	<u>0.00</u>	<u>1,003.00</u>	<u>2.39%</u>	<u>40,997.00</u>	<u>42,000.00</u>	<u>97.61%</u>
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 1/1/2019 Through 1/31/2019

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
73270	FURNITURE & EQUIPMENT	0.00	22,936.10	41.70%	32,063.90	55,000.00	58.29%
	Total CAPITAL EXPENSE	0.00	22,936.10	41.70%	32,063.90	55,000.00	58.30%
	Total Expenditures	0.00	23,939.10	14.36%	142,778.90	166,718.00	85.64%
	Net Increase(Decrease) in Fund Balance	<u>11,118.70</u>	<u>(112.18)</u>	<u>(0.27)%</u>	<u>40,344.23</u>	<u>40,232.05</u>	100.27%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819
80 - WORKING CASH
From 1/1/2019 Through 1/31/2019

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY1819 Percent Used</u>	<u>FY1819 \$ Remaining</u>	<u>Total Working Budget - FY1819</u>	<u>Percent Total Budget Remaining FY1819</u>
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INTEREST & DIVIDEND INCOME	635.03	1,504.93	107.49%	(104.93)	1,400.00	(7.49)%
	Total REVENUES	<u>635.03</u>	<u>1,504.93</u>	<u>107.50%</u>	<u>(104.93)</u>	<u>1,400.00</u>	<u>(7.50)%</u>
	Total Revenues	<u>635.03</u>	<u>1,504.93</u>	<u>107.50%</u>	<u>(104.93)</u>	<u>1,400.00</u>	<u>(7.50)%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>635.03</u></u>	<u><u>1,504.93</u></u>	<u><u>107.49%</u></u>	<u><u>(104.93)</u></u>	<u><u>1,400.00</u></u>	<u><u>(7.49)%</u></u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819
90 - DONATION / GIFT
From 1/1/2019 Through 1/31/2019

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY1819 Percent Used</u>	<u>FY1819 \$ Remaining</u>	<u>Total Working Budget - FY1819</u>	<u>Percent Total Budget Remaining FY1819</u>
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INTEREST & DIVIDEND INCOME	1,013.07	2,428.66	110.39%	(228.66)	2,200.00	(10.39)%
49010	MONETARY GIFT	<u>0.00</u>	<u>6,039.13</u>	<u>1,207.82%</u>	<u>(5,539.13)</u>	<u>500.00</u>	<u>(1,107.82)%</u>
	Total REVENUES	<u>1,013.07</u>	<u>8,467.79</u>	<u>313.62%</u>	<u>(5,767.79)</u>	<u>2,700.00</u>	<u>(213.62)%</u>
	Total Revenues	<u>1,013.07</u>	<u>8,467.79</u>	<u>313.62%</u>	<u>(5,767.79)</u>	<u>2,700.00</u>	<u>(213.62)%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>1,013.07</u></u>	<u><u>8,467.79</u></u>	<u><u>313.62%</u></u>	<u><u>(5,767.79)</u></u>	<u><u>2,700.00</u></u>	<u><u>(213.62)%</u></u>

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - Budget v Actual Revenues FY1819
From 1/1/2019 Through 1/31/2019

	<u>Month Activity</u>	<u>Year Activity</u>	<u>Percent Budget Received FY1819</u>	<u>Total Budget - FY1819</u>	<u>Budget \$ Remaining FY1819</u>	<u>Percent Total Budget Remaining - FY1819</u>
Revenues						
40000	TRANSFER IN	0.00	0.00	0.00%	191,950.05	191,950.05 (100.00)%
43010	TAX LEVY	0.00	3,305,445.55	99.88%	3,309,106.70	3,661.15 (0.11)%
43020	PERSONAL PROPERTY REPLACEMENT TAX	5,384.43	21,548.50	47.88%	45,000.00	23,451.50 (52.11)%
44010	INTEREST & DIVIDEND INCOME	21,649.14	56,528.94	139.09%	40,640.00	(15,888.94) 39.10%
45010	PER CAPITA GRANT	0.00	86,672.50	100.00%	86,672.50	0.00 0.00%
45011	E-RATE GRANT	0.00	6,667.74	88.90%	7,500.00	832.26 (11.10)%
46020	FINES & RECOVERY FEES	2,299.27	14,256.01	21.93%	65,000.00	50,743.99 (78.07)%
46030	LOST / DAMAGED / RECOVERY	782.06	2,771.15	55.42%	5,000.00	2,228.85 (44.58)%
46110	MEETING ROOM RENTAL FEE	0.00	40.00	10.00%	400.00	360.00 (90.00)%
46200	PRINTING REVENUE	1,130.80	9,844.20	54.69%	18,000.00	8,155.80 (45.31)%
46210	FAX REVENUE	178.00	1,614.95	71.77%	2,250.00	635.05 (28.22)%
46300	TAXABLE INCOME	32.25	235.90	58.85%	400.80	164.90 (41.14)%
46400	MISCELLANEOUS INCOME	0.00	131.78	0.00%	0.00	(131.78) 0.00%
46450	REIMBURSEMENTS	0.00	1,517.59	20.23%	7,500.00	5,982.41 (79.77)%
46500	CASH OVER	4.26	57.64	23.05%	250.00	192.36 (76.94)%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	816.00	5,622.00	58.48%	9,612.00	3,990.00 (41.51)%
49010	MONETARY GIFT	0.00	6,039.13	1,207.82%	500.00	(5,539.13) 1,107.83%
	Total Revenues	<u>32,276.21</u>	<u>3,518,993.58</u>	<u>92.85%</u>	<u>3,789,782.05</u>	<u>270,788.47</u> (7.15)%
	Net Increase(Decrease) in Fund Balance	<u>32,276.21</u>	<u>3,518,993.58</u>	<u>92.85%</u>	<u>3,789,782.05</u>	<u>270,788.47</u> (7.15)%

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - Revenue by Period - Posted Transactions Only
From 7/1/2018 Through 6/30/2019

	<u>7/1/2018 - 7/31/2018</u>	<u>8/1/2018 - 8/31/2018</u>	<u>9/1/2018 - 9/30/2018</u>	<u>10/1/2018 - 10/31/2018</u>	<u>11/1/2018 - 11/30/2018</u>	<u>12/1/2018 - 12/31/2018</u>	<u>1/1/2019 - 1/31/2019</u>	<u>2/1/2019 - 2/28/2019</u>	<u>3/1/2019 - 3/31/2019</u>	<u>4/1/2019 - 4/30/2019</u>	<u>5/1/2019 - 5/31/2019</u>	<u>6/1/2019 - 6/30/2019</u>	Total
Revenues													
TAX LEVY	1,762,410.04	34,801.90	991,764.41	487,342.59	29,126.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,305,445.55
PERSONAL PROPERTY REPLACEMENT TAX	7,257.15	733.46	0.00	6,567.46	0.00	1,606.00	5,384.43	0.00	0.00	0.00	0.00	0.00	21,548.50
INTEREST & DIVIDEND INCOME	1,607.68	8,372.30	3,727.51	11,123.59	6,368.06	3,680.66	21,649.14	0.00	0.00	0.00	0.00	0.00	56,528.94
PER CAPITA GRANT	86,672.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86,672.50
E-RATE GRANT	0.00	0.00	0.00	889.74	0.00	5,778.00	0.00	0.00	0.00	0.00	0.00	0.00	6,667.74
FINES & RECOVERY FEES	2,079.17	2,007.99	1,614.86	2,833.20	1,765.82	1,655.70	2,299.27	0.00	0.00	0.00	0.00	0.00	14,256.01
LOST / DAMAGED / RECOVERY	320.79	289.59	258.34	268.78	459.70	391.89	782.06	0.00	0.00	0.00	0.00	0.00	2,771.15
MEETING ROOM RENTAL FEE	0.00	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
PRINTING REVENUE	1,409.35	1,841.60	1,334.65	1,602.90	1,169.70	1,355.20	1,130.80	0.00	0.00	0.00	0.00	0.00	9,844.20
FAX REVENUE	245.00	285.00	211.25	223.00	323.70	149.00	178.00	0.00	0.00	0.00	0.00	0.00	1,614.95
TAXABLE INCOME	45.00	53.35	18.25	95.60	(36.40)	27.85	32.25	0.00	0.00	0.00	0.00	0.00	235.90
MISCELLANEOUS INCOME	0.00	0.00	0.00	29.80	101.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	131.78
REIMBURSEMENTS	0.00	0.00	0.00	0.00	1,517.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,517.59
CASH OVER	3.80	20.15	12.80	5.76	7.20	3.67	4.26	0.00	0.00	0.00	0.00	0.00	57.64
RETIRED EMPLOYEE REIMBURSEMENTS	801.00	801.00	801.00	801.00	801.00	801.00	816.00	0.00	0.00	0.00	0.00	0.00	5,622.00
MONETARY GIFT	150.00	5,764.13	120.00	0.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,039.13
Total Revenues	<u>1,863,001.48</u>	<u>55,010.47</u>	<u>999,863.07</u>	<u>511,783.42</u>	<u>41,609.96</u>	<u>15,448.97</u>	<u>32,276.21</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	3,518,993.58
Net Increase(Decrease) in Fund Balance	<u>1,863,001.48</u>	<u>55,010.47</u>	<u>999,863.07</u>	<u>511,783.42</u>	<u>41,609.96</u>	<u>15,448.97</u>	<u>32,276.21</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	3,518,993.58

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Budget v Actual Expenditures FY1819
From 1/1/2019 Through 1/31/2019

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY1819 Percent Used</u>	<u>Total Budget - FY1819</u>	<u>FY1819 \$ Remaining</u>	<u>FY1819 Budget % Remaining</u>	
Expenditures							
15	Personnel Expenses						
15	PERSONNEL SERVICES/BENEFITS	162,979.89	1,146,660.75	49.42%	2,320,000.00	1,173,339.25	50.57%
	Total Personnel Expenses	<u>162,979.89</u>	<u>1,146,660.75</u>	<u>49.43%</u>	<u>2,320,000.00</u>	<u>1,173,339.25</u>	<u>50.57%</u>
20	Library Materials						
20	LIBRARY MATERIALS	24,791.48	222,661.20	55.66%	400,000.00	177,338.80	44.33%
	Total Library Materials	<u>24,791.48</u>	<u>222,661.20</u>	<u>55.67%</u>	<u>400,000.00</u>	<u>177,338.80</u>	<u>44.33%</u>
50	Operating Expenses						
51	LIBRARY OPERATIONS	13,432.80	98,325.13	47.69%	206,133.00	107,807.87	52.30%
52	PUBLIC RELATIONS	2,679.29	18,972.23	46.79%	40,540.00	21,567.77	53.20%
53	GENERAL PROGRAMMING	1,391.18	16,125.66	47.92%	33,650.00	17,524.34	52.08%
54	COMPUTER	16,720.62	59,286.41	40.08%	147,915.00	88,628.59	59.92%
55	PROFESSIONAL FEES	677.39	14,832.59	22.00%	67,418.00	52,585.41	78.00%
	Total Operating Expenses	<u>34,901.28</u>	<u>207,542.02</u>	<u>41.87%</u>	<u>495,656.00</u>	<u>288,113.98</u>	<u>58.13%</u>
60	Building Expenses						
61	MAINTENANCE	18,569.75	84,832.45	46.38%	182,883.00	98,050.55	53.61%
65	UTILITIES	5,242.83	38,626.35	56.48%	68,380.00	29,753.65	43.51%
	Total Building Expenses	<u>23,812.58</u>	<u>123,458.80</u>	<u>49.14%</u>	<u>251,263.00</u>	<u>127,804.20</u>	<u>50.86%</u>
70	Capital Expense						
70	CAPITAL EXPENSE	2,255.98	35,457.28	27.08%	130,913.00	95,455.72	72.92%
	Total Capital Expense	<u>2,255.98</u>	<u>35,457.28</u>	<u>27.08%</u>	<u>130,913.00</u>	<u>95,455.72</u>	<u>72.92%</u>
	Total Expenditures	<u>248,741.21</u>	<u>1,735,780.05</u>	<u>48.25%</u>	<u>3,597,832.00</u>	<u>1,862,051.95</u>	<u>51.75%</u>
	Net Increase(Decrease) in Fund Balance	<u>(248,741.21)</u>	<u>(1,735,780.05)</u>	<u>48.24%</u>	<u>(3,597,832.00)</u>	<u>(1,862,051.95)</u>	<u>(51.75)%</u>

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Budget v Actual Expenses by Location FY1819
From 1/1/2019 Through 1/31/2019

Table with 7 columns: Location, Month Activity, Year Activity, FY1819 Percent Used, Total Budget - FY1819, FY1819 Budget \$ Remaining, Percent Total Budget Remaining - FY1819. Rows include District Wide, Dundee Library, and Randall Oaks categories with sub-items like Personnel Expenses, Library Materials, Operating Expenses, Building Expenses, and Capital Expense.

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Expenditures by Period - Posted Transactions Only
From 7/1/2018 Through 6/30/2019

	7/1/2018 - 7/31/2018	8/1/2018 - 8/31/2018	9/1/2018 - 9/30/2018	10/1/2018 - 10/31/2018	11/1/2018 - 11/30/2018	12/1/2018 - 12/31/2018	1/1/2019 - 1/31/2019	2/1/2019 - 2/28/2019	3/1/2019 - 3/31/2019	4/1/2019 - 4/30/2019	5/1/2019 - 5/31/2019	6/1/2019 - 6/30/2019	Total
Expenditures													
Personnel Expenses													
PERSONNEL SERVICES/BENEFITS	97,522.42	239,250.32	158,768.67	161,375.71	162,338.34	164,425.40	162,979.89	0.00	0.00	0.00	0.00	0.00	1,146,660.75
Library Materials													
LIBRARY MATERIALS	62,362.39	39,248.12	17,186.24	23,256.68	32,441.17	23,375.12	24,791.48	0.00	0.00	0.00	0.00	0.00	222,661.20
Operating Expenses													
LIBRARY OPERATIONS	10,504.15	13,171.18	11,023.39	13,265.49	12,559.70	24,368.42	13,432.80	0.00	0.00	0.00	0.00	0.00	98,325.13
PUBLIC RELATIONS	2,076.68	5,082.50	757.99	2,516.68	228.30	5,630.79	2,679.29	0.00	0.00	0.00	0.00	0.00	18,972.23
GENERAL PROGRAMMING	2,025.77	2,902.36	1,774.28	1,552.19	1,348.43	5,131.45	1,391.18	0.00	0.00	0.00	0.00	0.00	16,125.66
COMPUTER	7,975.95	6,647.65	7,532.93	7,035.45	6,691.95	6,681.86	16,720.62	0.00	0.00	0.00	0.00	0.00	59,286.41
PROFESSIONAL FEES	637.07	851.80	616.15	10,326.47	659.49	1,064.22	677.39	0.00	0.00	0.00	0.00	0.00	14,832.59
Building Expenses													
MAINTENANCE	1,045.82	3,391.45	47,612.27	2,807.44	8,737.03	2,668.69	18,569.75	0.00	0.00	0.00	0.00	0.00	84,832.45
UTILITIES	5,003.24	6,050.07	5,536.76	6,111.36	5,114.32	5,567.77	5,242.83	0.00	0.00	0.00	0.00	0.00	38,626.35
Capital Expense													
CAPITAL EXPENSE	453.03	8,181.22	13,371.64	8,306.04	1,831.99	1,057.38	2,255.98	0.00	0.00	0.00	0.00	0.00	35,457.28
Total Expenditures	<u>189,606.52</u>	<u>324,776.67</u>	<u>264,180.32</u>	<u>236,553.51</u>	<u>231,950.72</u>	<u>239,971.10</u>	<u>248,741.21</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	1,735,780.05
Net Increase(Decrease) in Fund Balance	<u>(189,606.52)</u>	<u>(324,776.67)</u>	<u>(264,180.32)</u>	<u>(236,553.51)</u>	<u>(231,950.72)</u>	<u>(239,971.10)</u>	<u>(248,741.21)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	(1,735,780.05)

Fox River Valley Public Library District
Balance Sheet - Unposted Transactions Included In Report
As of 1/31/2019

		Current Year
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	1,731,752.76
20	FICA	69,974.35
30	IMRF	106,819.36
70	CAPITAL PROJECTS/SPECIAL RESERVE	183,771.80
80	WORKING CASH	338.92
90	DONATION / GIFT	6,095.69
	Total Checking Accounts	2,098,752.88
Other Cash		
10900	CASH ON HAND DUNDEE	
10	GENERAL/CORPORATE	260.00
10901	CASH ON HAND RANDALL OAKS	
10	GENERAL/CORPORATE	174.00
	Total Other Cash	434.00
Investments		
10500	INVESTMENT ACCOUNTS	
10	GENERAL/CORPORATE	1,158,547.98
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,536,073.30
80	WORKING CASH	148,693.27
90	DONATION / GIFT	234,283.87
	Total Investments	4,077,598.42
	Total Cash and Investments	6,176,785.30
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	32,445.00
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	13,918.50
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	90,755.20
20	FICA	4,981.64
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	20.40
	Total Other Assets	142,120.74
	Total Assets	6,318,906.04
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	35,799.53
22052	CREDIT CARD PAYABLE FINNERAN	
10	GENERAL/CORPORATE	268.86
22054	CREDIT CARD PAYABLE HARO	
10	GENERAL/CORPORATE	25.31
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	978.31
22056	CREDIT CARD PAYABLE WERLE	
10	GENERAL/CORPORATE	42.21
22064	CREDIT CARD PAYABLE ROSENTHAL	
10	GENERAL/CORPORATE	1,310.95
22068	CREDIT CARD PAYABLE ZABSKI	
10	GENERAL/CORPORATE	43.91
22072	CREDIT CARD PAYABLE FORKAN	
10	GENERAL/CORPORATE	597.45
22074	CREDIT CARD PAYABLE KATSION	
10	GENERAL/CORPORATE	157.98
22075	CREDIT CARD PAYABLE BERGER	
10	GENERAL/CORPORATE	281.45

Fox River Valley Public Library District
 Balance Sheet - Unposted Transactions Included In Report
 As of 1/31/2019

		Current Year
22079	CREDIT CARD PAYABLE REDDING	
10	GENERAL/CORPORATE	64.10
22080	CREDIT CARD PAYABLE POWESIAK	
10	GENERAL/CORPORATE	54.98
22082	CREDIT CARD PAYABLE CARAPIA	
10	GENERAL/CORPORATE	63.36
	Total Liabilities	39,688.40
	Fund Balance	
10	GENERAL/CORPORATE	2,988,185.44
20	FICA	74,955.99
30	IMRF	106,819.36
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,719,845.10
80	WORKING CASH	149,032.19
90	DONATION / GIFT	240,379.56
	Total Fund Balance	6,279,217.64
	Total Liabilities and Fund Balance	6,318,906.04



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Report: Investment Inventory Month End
 Account: Fox Rvr Valley All Agg (111383)
 As of: 01/31/2019

FR Valley Investment Holdings

Account	Description	Purchase/Settle Date	Maturity Date	Current Face Value	Coupon Rate	Identifier	Market Value	Rating	% of Market Value	Fund
FR Valley Investment Holdings	MMDA12	---	01/31/2019	0.00	0.000	MMDA12	5,702.10	NA	0.139%	---
FR Valley Investment Holdings	Goldman Sachs Bank USA	10/18/2017	04/18/2019	123,000.00	1.600	BBG00HXQD8B4	122,822.88	A-1	2.995%	---
FR Valley Investment Holdings	Discover Bank	07/06/2017	07/12/2019	150,000.00	1.650	BBG00H2MWQ44	149,509.50	A-1+	3.646%	---
FR Valley Investment Holdings	Capital One Bank (Usa), National Association	09/27/2017	10/04/2019	245,000.00	1.700	BBG00HTM5PM7	243,765.20	A-2	5.945%	WWTP
FR Valley Investment Holdings	Synchrony Bank	12/19/2017	10/07/2019	8,000.00	1.950	BBG003FSZV17	7,972.56	NA	0.194%	---
FR Valley Investment Holdings	Compass Bank	11/28/2018	11/29/2019	187,000.00	2.700	BBVASM	187,299.20	A-2	4.568%	---
FR Valley Investment Holdings	First Commercial Bank	07/14/2017	01/31/2020	240,000.00	1.650	BBG00H3PC072	237,861.60	A-1+	5.801%	---
FR Valley Investment Holdings	Belmont Financial Group, Inc.	09/27/2017	04/13/2020	245,000.00	1.700	BBG00HTMCM73	242,410.35	NA	5.912%	---
FR Valley Investment Holdings	Medallion Bank	10/20/2017	04/20/2020	145,000.00	1.750	BBG00HW3T669	143,522.45	NA	3.500%	---
FR Valley Investment Holdings	United Prairie Bank	10/25/2017	04/24/2020	245,000.00	1.750	BBG00HYJ4Z3	242,469.15	NA	5.913%	---
FR Valley Investment Holdings	Wells Fargo Bank, National Association	07/02/2018	06/29/2020	200,000.00	2.800	BBG00L4VQYGO	200,454.00	A-2	4.888%	---
FR Valley Investment Holdings	Capital One, National Association	07/14/2017	07/20/2020	240,000.00	1.850	BBG00H433JS6	237,249.60	A-2	5.786%	---
FR Valley Investment Holdings	Comenity Capital Bank	09/27/2017	10/05/2020	245,000.00	1.950	BBG00HT9QXN5	242,018.35	NA	5.902%	---
FR Valley Investment Holdings	First National Bank	07/02/2018	12/29/2020	200,000.00	2.850	BBG00L95RN39	200,416.00	NA	4.888%	---
FR Valley Investment Holdings	Morgan Stanley Bank, N.A.	01/25/2018	01/25/2021	215,000.00	2.450	BBG00JRX CZG8	213,746.55	A-2	5.213%	---
FR Valley Investment Holdings	ConnectOne Bank	05/10/2018	05/10/2021	155,000.00	2.850	BBG00KR WFMW5	155,139.50	NA	3.783%	---
FR Valley Investment Holdings	Bar Harbor Bank & Trust	07/02/2018	06/29/2021	200,000.00	3.000	BBG00L778555	200,766.00	NA	4.896%	---
FR Valley Investment Holdings	Ally Bank	08/16/2018	08/16/2021	135,000.00	3.000	BBG00LNJR4S8	135,456.30	NA	3.303%	---
FR Valley Investment Holdings	Citibank (South Dakota), National Association	01/25/2019	01/25/2022	168,000.00	2.900	C	167,776.56	A-2	4.092%	---
FR Valley Investment Holdings	FEDERAL FARM CREDIT BANKS FUNDING CORP	02/01/2018	02/01/2022	230,000.00	2.500	BBG00JVR1F45	229,054.70	AA+	5.586%	---
FR Valley Investment Holdings	FEDERAL FARM CREDIT BANKS FUNDING CORP	06/27/2018	06/27/2022	200,000.00	3.120	BBG00L7FB3Z5	200,004.00	AA+	4.877%	---
FR Valley Investment Holdings	FEDERAL FARM CREDIT BANKS FUNDING CORP	08/14/2018	02/21/2023	135,000.00	2.920	BBG00K2FC3H1	135,014.85	AA+	3.293%	---
FR Valley Investment Holdings	FEDERAL HOME LOAN MORTGAGE CORP	06/28/2018	06/28/2023	200,000.00	3.250	BBG00L2DXFR3	200,118.00	AA+	4.880%	---
FR Valley Investment Holdings	---	---	12/21/2020	4,111,000.00	2.343	---	4,100,549.40	A	100.000%	---

* Grouped by: Account

* Groups Sorted by: Account

* Weighted by: Current Face Value

* Holdings Displayed by: Position by Account

C.1 Director's Employment Agreement Renewal

RECOMMENDED **ACTION**: I move to approve renewal of the Director's Employment Agreement effective February 1, 2019 at a salary of \$ 121,500.00

BACKGROUND INFORMATION:

The Library Board conducts a performance evaluation with the Director as part of the Director's Employment Agreement renewal.