

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

AGENDA

September 17, 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

Adjourn to Budget and Appropriation Hearing

Roll Call – Secretary 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

- **Correspondence**
- **Officer Reports**
 - **Kristina Weber, Vice President**
 - **Nikki Kuhlman, Secretary**
 - **Brian Lindholm, Treasurer**
- **Trustee Liaison Reports**
 - **Mike Tennis – Facilities**
 - **Chris Evans – Bylaws and Policy**
 - **Dave Nutt – Community Engagement**

Director’s Report—Director Lauren Rosenthal

- **Library Innovation of the Month – Virtual Reality Equipment, Erica Acevedo, Adult and Teen Services Assistant**
- **Summer Reading Challenge Wrap-up – Monica Boyer, Youth Services Manager and Keri Carroll, Account Services Manager**
- **Department Reports**
- **Dashboard**
- **FRVPLD Annual Report/Dashboard – Heather Zabski, Assistant Director**
- **Community Survey Results – Director Rosenthal**

- A. Consent Agenda**
- Exhibit A.1 Items to be included in Consent Agenda**
- A.1.a Minutes from the July 30, 2019 Board of Trustees Meeting**
 - A.1.b Check/Voucher Register – AP & Payroll Complete for July 2019 totaling \$334,676.38**
 - A.1.c Monthly Financial Report for July 2019**
 - A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues for July 2019**
 - A.1.e Expenditure Summary – All Funds Combined – Budget v Actual Expenses for July 2019**
 - A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for July 2019**
 - A.1.g Balance Sheet for July 2019**
 - A.1.h Check/Voucher Register – AP & Payroll Complete for August 2019 totaling \$314,247.74**
 - A.1.i Monthly Financial Report for August 2019**
 - A.1.j Revenue Summary – All Funds Combined – Budget v Actual Revenues for August 2019**
 - A.1.k Revenue Summary – All Funds Combined by Period for July 2019 and August 2019**
 - A.1.l Expenditure Summary – All Funds Combined – Budget v Actual Expenses for August 2019**
 - A.1.m Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for August 2019**
 - A.1.n Expenditure Summary – All Funds Combined by Period for July 2019 and August 2019**
 - A.1.o Balance Sheet for August 2019**
 - A.1.p Ehlers Account Statement for August 2019**

B. Unfinished Business None

C. New Business

- Exhibit C.1 Ordinance 2019-13 Budget and Appropriation**
- Exhibit C.2 Equipment Maintenance Contract Renewal – Bibliotheca**
- Exhibit C.3 Policy Update – Library Cards Eligibility**
- Exhibit C.4 Rare Book Disposition**

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
Budget and Appropriation Hearing**

AGENDA

September 17, 2019

7:00 PM

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

Call to Order—President Richard V. Corbett

Roll Call—Secretary Nikki Kuhlman

Public Comment

Members of the public are invited to address the board on any topic related to library business. Those wishing to speak must sign the Public Comment sheet at the back of the room before the meeting identifying themselves by name, town, and organization (if applicable); this information will be recorded in the Minutes of the meeting. Speakers should limit their comments to 5 minutes or less. The Board will not enter into two-way conversation with members of the public. Trustees will take public comments under advisement. Trustees wishing to ask clarifying questions will be recognized by the president before speaking.

Adjournment

Director's Report

July & August 2019

I spent a good amount of time in July creating the text for the "Planning for the Future" survey, which Kirstin, Jason and Heather turned into the draft online survey that was reviewed at July's board meeting. Taking the board's feedback, we finalized the questions and Monica & YS Librarian Maggie translated it into Spanish. The finalized survey was sent out in early August. I'm looking forward to seeing the final results and using the data to form a plan for the future of the district.

We're making progress on implementation of the new Comprise self-service kiosks for fine payments, printing, copying & faxing. New equipment has been received at DL and configuration is underway. The TSYS account is configured to accept payments from the kiosks as it has been to accept online payments from our ILS. New copy machines with fax capability are ready for installation. New PC reservation software will be installed on all public PCs in the next few weeks. Ultimately, I think we'll see increased revenue and increased patron satisfaction from streamlined printing, copying, faxing, and paying for anything in the Library.

I had the pleasure of conducting two Trustee Orientations in July for Chris and Dave. Taking some time to think about what we do and why we do it is a valuable exercise, and getting together that data helped inform me as I roughed out the community survey draft. Many folks are surprised to hear we're the 7th largest library district in Illinois!

I spent some time in July preparing for the FY1819 audit: calculating vacation accruals. I'd thought our vacation liability would be reduced by Roxane's retirement one week before the end of the fiscal year, but many staff members are carrying vacation balances so we ended up with about the same amount of accrued vacation days as in years past. Exempt staff cannot exceed one year of vacation balances, but non-exempt staff can carry over balances until their employee anniversary date at which time vacation balances in excess of one year get eliminated.

And since I love data I also dived deeply into the impact of the new Illinois minimum wage legislation. The increase to \$9.50 per hour effective 1/1/2020 doesn't impact us since our minimum wage is already \$9.50 per hour, but the bump to \$10 effective 7/1/2020 will affect us. I created salary budget projections and updated salary scales for every year from FY1920 through FY2526 and I anticipate that we will be able to absorb the wage increases without diminishing other services or requiring reduction in staff. The salary scale increases will be offset by eliminating the current "low-mid bump" that staff receive after one year of service, with the rationale that higher starting wages will make that increase unnecessary. My plan is to present a new salary scale to the board each January for the next six years that will be effective July 1 for each new budget year.

I attended the LIRA all-members meeting in July where our insurance company presented their annual "What Not to Do in your Library" segment showing pictures of safety hazards. I was distressed to see the Dundee Library represented in the very first photo! Several months ago our insurance company visited the Dundee Library for a safety audit – walking around the building to make sure we didn't have any glaring safety issues. When they visited the Friends room the insurance company was disturbed by the safety risks in that room associated with the very tall piles of boxes. The insurance company took pictures of the hazardous conditions. At their November meeting Roxane informed the Friends that they could no longer stack boxes any higher than shoulder height. We thought the issue was resolved once the Friends were made aware of this height restriction. However, the next day when I went to see the Friends room I was surprised to find that stacks of boxes were even higher than they'd been when the insurance company took their photos. I emailed the

president of the Friends and told her of the situation, and asked to speak at their July meeting. At that time I explained that since each book sale requires 60 boxes to fill up the meeting room, from now on the Friends room could contain no more than 100 boxes stacked no more than 7 high. The 100 boxes could be full or empty, but no more than 100 boxes could be in the Friends room. This would provide plenty of materials for each book sale and provide a good guideline to keep the room from becoming hazardous (once the 100 boxes were filled, no additional boxes could be added). I realize this means discarding materials and that's difficult to do – we all love books and hate to get rid of them! – but we cannot risk losing the Library's insurance coverage because of the Friends. And more importantly, we cannot risk a tower of book boxes hurting someone. Everyone present at the Friends meeting understood the seriousness of the situation and agreed to clean up the Friends room. On 8/5 there were still nearly 300 boxes in the room stacked as much as 10 high. On 8/13 there were 250 boxes in the room stacked 9 high. On 8/30 there were still 250 boxes stacked 9 high. I will continue to work with the Friends to ensure everyone remains safe.

During the summer months the politicians come out, and I enjoyed meeting Rep. Skillicorn, Sen. DeWitte, and Rep. Casten. Rep. Skillicorn did a presentation at the Kane County Chamber of Commerce about recent Illinois legislation and local impacts. The presentation was very informative and was presented in a balanced, bi-partisan way which was refreshing and we've booked Rep. Skillicorn to speak at our Rotary meeting in October. Sen. DeWitte held "Coffee and Conversations" with Carpentersville Village President John Skillman at Panera Bread, also discussing legislation and local impacts, with special emphasis on the "Rebuild Illinois" capital appropriations bill signed by the Governor on June 28. Sen. DeWitte is clearly committed to his constituents and it was great to hear him speak. Rep. Casten also did a presentation at the Chamber and it was great to meet him in person. Casten is a scientist who's passionate about the environment, bringing expertise as a clean energy entrepreneur to the U.S. House of Representatives.

8 months of planning and preparation paid off for our Rotary 5K on August 10. Team Fox River Valley Libraries was underrepresented this year, with only my husband and I plus Trustee Lindholm (thank you Brian!). But the Rotary made record income from the event which goes towards "Operation Warm," providing coats to 300 local kids this fall.

We received another bequest from the family of a patron who loved large-print books. A \$400 gift was received by the family of Catherine Kay Wilhelm and AS Manager Keri Carroll purchased books that will contain a plate noting they're a gift in memory of Catherine.

We made progress with two strategic plan goals in August: 2.A.1 "increase the percentage of D300 students who hold FRVPLD Library cards by 3%" and 2.A.2 "Ensure all D300 teachers have access to FRVPLD materials and services." The directors of Algonquin and Ella Johnson and I met with representatives from D300 to discuss cooperative agreements. We're moving forward with a cooperative ebook catalog for D300 students that has been in the works for the past two years. While we met, we discussed the two Strategic Plan goals: 2.A.2 will be implemented simply, and has been included as an exhibit in the September board packet. 2.A.1 will be easier to achieve because the school district is modifying their online registration to include an "opt in" button to automatically notify the Library that a student would like a library card. Whichever of the three libraries the student resides in will be notified that we have a student who would like a card, and a valid card can be mailed to the student's address. Accomplishment of these objectives strengthens our partnership with D300 and benefits families throughout FRVPLD.

Some good budget news: Governor Pritzker increased Personal Property Replacement Tax (PPRT) allocations for FY1920. We budgeted \$45,000 which was about what we've received for the past few years, but now we expect to receive \$55,000. Before becoming a Library District we were the Dundee Township Library. When we

separated, the Library became legally entitled to 66% of the Township's PPRT and \$82,564 has been allocated for Dundee Township. The Township sends us monthly checks whenever they receive PPRT from the state and our total PPRT receipts should be \$55,000 this year.

Goals for August 2019

1. FY1920 Goal – Optimize Materials, Programs and Service: Utilize Collection Management Plan to improve circulation rates in two areas of the collection. Utilize Corner 68 to increase overall program attendance. Report on progress in June and December.
2. FY1920 Goal – Enrich Learning Opportunities for All Ages: Increase partnerships with a variety of community organizations and the business community through active participation in local civic organizations such as Rotary. Identify outreach opportunities and build awareness of Library programs and services via networking. Include updates on related activities in each monthly report.
3. FY1920 Goal – Engage, Listen, and Respond to our Diverse Population: Employ continuous feedback mechanisms to obtain feedback on customer service from in-person visitors and include customer satisfaction statistics on monthly dashboard. Meet with representatives of governmental entities, civic groups, non-profits, and social service organizations serving our residents to identify community challenges which the Library can help to address within its mission. Provide updates to the Board on progress and findings in June and November.
4. Meeting: Sen. DeWitte and Village President Skillman at Panera Bread (8/1) **Done**
5. Meeting: Rep. Casten at Kane County Chamber (8/2) **Done**
6. Meeting: Charity Gallardo, La Grange Director re: MIP fund software (8/2) **Done**
7. Outreach: SRC Pool Party (8/5) **Done**
8. Meeting: Leila Heath, RAILS re: OpenGov for all Illinois libraries (8/5) **Done**
9. Outreach: Rotary 5K (8/10) **Done**
10. Meeting: MTM (8/13, 8/27) **Done**
11. Meeting: Weekly Rotary meetings / Little Free Library maintenance: (8/7, 8/14, 8/21, 8/28) **Done**
12. Meeting: Rotary 5K (8/5, 8/23) **Done**
13. Meeting: LIRA (Libraries of Illinois Risk Agency) annual retreat (8/22) **Done**
14. Meeting: Rotary Board (8/27) **Done**
15. Meeting: CACFP – after-school snack (8/28) **Done**
16. Meeting: D300 Community Share (8/29) **Done**
17. Task: W2W (8/1, 8/15, 8/29) **Done**
18. Task: LIRA renewal update (8/1) **Done**
19. Task: Payroll (8/13, 8/27) **Done**
20. Task: Finalize OpenGov Community Survey (8/7) **Done**
21. Task: Update employment application to comply with new Illinois legislation (8/30) **Done**
22. Task: CAFR statistics (9/15) **Done**
23. Task: Plan for increased minimum wage – construct salary scales for FY2021 through FY2526 (8/30) **Done**
24. Task: Create OpenGov story to track FY1920 Strategic Plan goals (8/31) **Done**
25. Task: Submit ALA program proposal (9/10) **Done**
26. Vacation: August 15-20 **Done**

Internal meetings with individual staff members not included

Goals for September 2019

1. FY1920 Goal – Optimize Materials, Programs and Service: Utilize Collection Management Plan to improve circulation rates in two areas of the collection. Utilize Corner 68 to increase overall program attendance. Report on progress in June and December.
2. FY1920 Goal – Enrich Learning Opportunities for All Ages: Increase partnerships with a variety of community organizations and the business community through active participation in local civic organizations such as Rotary. Identify outreach opportunities and build awareness of Library programs and services via networking. Include updates on related activities in each monthly report.
3. FY1920 Goal – Engage, Listen, and Respond to our Diverse Population: Employ continuous feedback mechanisms to obtain feedback on customer service from in-person visitors and include customer satisfaction statistics on monthly dashboard. Meet with representatives of governmental entities, civic groups, non-profits, and social service organizations serving our residents to identify community challenges which the Library can help to address within its mission. Provide updates to the Board on progress and findings in June and November.
4. Meeting: Pre-agenda (9/3, 9/23)
5. Meeting: “Women in Business” luncheon with Kane County chamber (9/5)
6. Meeting: MTM (9/10, 9/24)
7. Meeting: Weekly Rotary meetings / Little Free Library maintenance: (9/4, 9/11, 9/18, 9/25)
8. Meeting: Library Board (9/17)
9. Meeting: WIN Board in Lake Villa (9/18)
10. Meeting: CCS Governing Board in Lake Villa (9/25)
11. Meeting: NSLS Directors in Skokie (9/26)
12. Training: All Staff – Active Shooter with East Dundee PD (9/20)
13. Task: Prepare Board packet (9/11)
14. Task: W2W (9/12, 9/26)
15. Task: Payroll (9/10, 9/24)
16. Task: Summarize OpenGov Community Survey (9/16)
17. Task: Plan OpenGov RAILS webinar (9/25)
18. Outreach: Heritage Fest (9/13-15)

Internal meetings with individual staff members not included

Fox River Valley Public Library District July and August 2019 Department Reports

Assistant Director: Heather Zabski

I transitioned into the role of Assistant Director on July 1st. It's been a busy and productive month. I trained with Lauren to get up to speed on updating the monthly Transparency Dashboard stats in Open Gov. I also got further Open Gov training by working with Kirstin and Jason on the Open Gov "Preparing for our Future" survey.

July marks the start of the fiscal year, so HR assistant Sherry and I worked diligently to update Paylocity with staff's new positions and salary increases. The experience was an excellent training opportunity for navigating and making changes in Paylocity.

We interviewed and hired for new positions in Account Services, Youth Services, Randall Oaks and PATS. Many staff members were promoted to new positions. Ruben Carcamo and Gemma Winger will be full-time Account Services clerks. Erin Sikorski was promoted to Youth Services assistant. Rachel Dunne will be moving from PATS back to Randall Oaks as a clerk. We hired Paulette Corbett as PATS assistant. She previously volunteered in that department, so we are thrilled to have her join our staff!

Though it is still hot outside, staff has started preparations for this year's Winter Reading Challenge. Look for details in the winter newsletter.

We had our bimonthly All Staff meeting on July 19th. Feedback from staff was overwhelmingly positive. Staff received training on several relevant topics including upcoming changes to the printers and cash register systems, background on the Illinois Digital Archives (a Per Capita Grant requirement), and new VR equipment at the library.

I attended an HR Roundtable meeting at Palatine Library and a quarterly Assistant Director's Roundtable at Aurora Library.

Since we've moved into a new fiscal year in July, I spent time updating Dashboard reports in OpenGov. Now most Dashboard reports are rolling 12 month reports, rather than being tied to the fiscal year. We recently received an upgraded reporting software in Open Gov called "Next Gen," so whenever possible, I converted reports to the new module. Overall, this was great hands on practice in using Open Gov and the Next Gen reporting module.

Staff with collection development responsibilities received training on ordering in Ingram (a library vendor). We currently use Baker and Taylor for ordering most of our library collection but are looking towards moving most selection to Ingram because they have a larger stock and more responsive customer service. Selectors were satisfied with the training and find this platform easier to use. Throughout the Fall, we will be preparing to shift over vendors. Karin has currently written up ordering procedures for selectors to use in Ingram.

Our free Summer Lunch program was a big success this year. We served 1763 lunches to hungry kids over the Summer! Having excellent volunteers was a huge factor in the success of the program. We sent out thank you letters to each of the volunteers with a small thank you gift. A lot of staff work also went into the program. Keri, Monica, Sherry Kenney, Kirstin and myself all supervised one day a week, with Jason also occasionally pitching in for coverage. PATS did a great job coordinating with the Food Bank and receiving the lunches.

Starting on September 9th, we will be participating in the Child and Adult Care Food Program (CACFP), by providing snacks every Monday from 3:30-4:30 PM in the craft room, on the lower level. Monica will be spearheading the program, and we've made sure all qualified full-time public services staff are trained site supervisors, to lessen the work burden on individual staff members. Like the Summer Lunches, this snack program is a federally funded program managed by the USDA and operated by the Illinois State Board of Education in conjunction with the Northern Illinois Food Bank.

Sherry and I attended a Back to School block party at Fox View apartments on August 9th. It was a fun event sponsored by Faithwalk Harvest Center, where all the booths had donated supplies from local vendors and

community groups. Children could get everything from backpacks to delicious barbecue! At our booth, we issued library cards and gave visitors the chance to spin a prize wheel.

Sherry and members of the Culture Club have been hard at work this year creating a Culture Statement for the library. This statement is meant to give an accurate view of what the culture of working at the library is like. They have just finished writing the statement and will be rolling it out to staff at the November Board Meeting. Sherry and the Culture Club did an excellent job with the statement. We plan to incorporate the statement in recruitment and annual evaluations.

Randall Oaks: Brittany Berger Summer Reading Challenge

The SRC concluded on July 27, and a final count of 986 patrons (38%) signed up at the Randall Oaks Library. Volunteers spent a total of 157 hours at the Summer Reading desk in July.

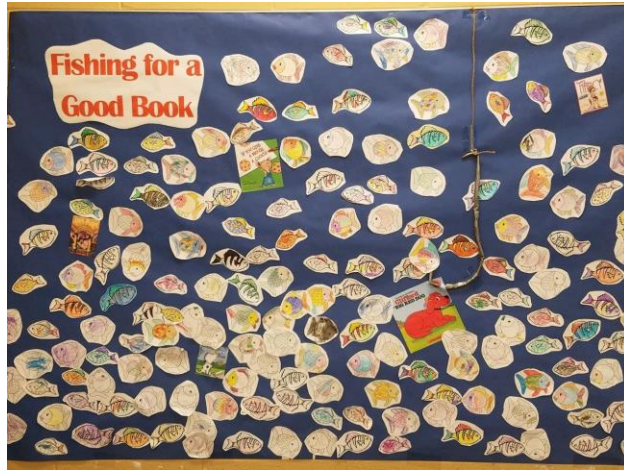
Stats and Programs

11 storytimes, 2 youth programs, and 2 adult/teen programs were conducted at Randall Oaks. Total attendance for these programs was 255. In addition, 3 passive programs were available throughout the month. Participation for the interactive board and scavenger hunt, and assorted coloring pages totaled 936. In addition to 1,011 general questions, Randall Oaks staff assisted patrons with 583 reference queries this month.



1 - An energetic group of toddlers and their caregivers enjoyed a morning of Music and Movement @ RO with YS Library Assistant Lina De Legarreta.

1 storytime, and 2 youth programs were conducted at Randall Oaks in August. Total attendance for these programs was 78. In addition, 3 passive programs were available throughout the month. Participation for the interactive board and scavenger hunt, and assorted coloring pages totaled 722. Volunteers spent a total of 10 hours at RO. In addition to 903 general questions, Randall Oaks staff assisted patrons with 506 reference queries this month.



2 - 205 children went fishing for a good book at Randall Oaks in August.



3 - An energetic group of toddlers and their caregivers enjoyed a morning of learning and crafts during Little Artists @ RO with YS Librarian Heather Ji

Staff Highlights

Sam Bunte did a great job filling holes in the Adult Fiction collection by ordering popular classics such as *The Catcher in the Rye* and the *Lord of the Rings* Trilogy. Shannon Holtz showed initiative during SRC sign-ups and registered a total of 189 patrons herself! Samantha Quill created this month's popular beach-themed youth interactive board and scavenger hunt.

We welcomed back Rachel Dunne as our new clerk on August 19! Andrea Rico and Shannon Holtz created this month's Interactive Coloring Board and Scavenger Hunt. Shannon Holtz has continued to do a spectacular job with highlighting our American Girl Doll Kits, as can be seen in the below image. Sam Bunte attended Ingram training on August 15. She has also implemented new and improved ways to utilize our shelving and display spaces to better serve our patrons.



4 - Shannon Holtz created this fun display to highlight RO's entire collection of American Girl Dolls.



5 - Just one of our many eye-catching displays this month celebrating back to school!

Collection

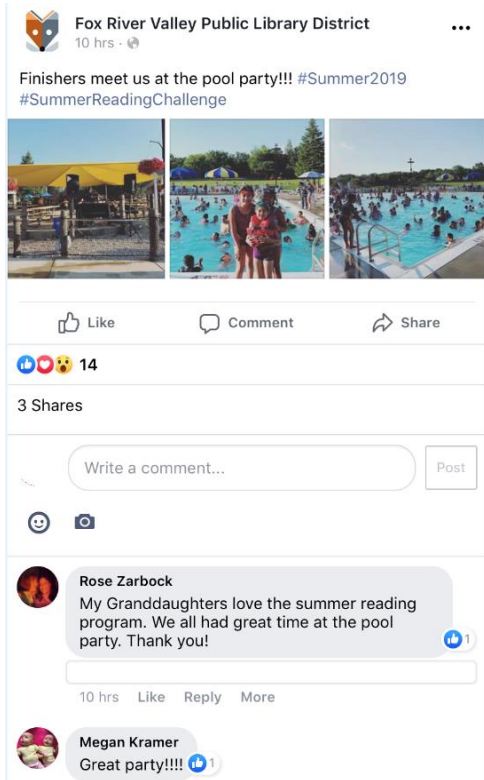
8 new American Girl Doll Kits have been added to the Randall Oaks collection. RO now has one of each Historical doll, including the 2018 and 2019 American Girls of the Year.

Youth Services: Monica Boyer

On Sunday, August 18th we completed our summer reading challenge "A Universe of Stories!" It's been amazing to witness how the library comes together to offer members such a high-quality program. As of today (August 14, 2019), we have about 750 youth program finishers, out of 1,500 total youth sign ups. That means

50% of youth sign ups have completed the program! This is a great feat as it can be difficult to keep families engaged all summer long with vacations, family commitments and extracurricular activities.

Summer reading challenge finishers were rewarded with a free book of their choice, a coupon packet from our sponsors and a ticket to our Library's sponsored pool party at Dolphin Cover Family Aquatic Center that was held on August 4th. About 560 people attended the pool party! We had many happy faces and a lot of positive feedback (See screenshot below).



Left: Comments from pool party attendees via Facebook.

Bottom: Participants enjoying pool party.



Throughout the summer, YS has offered unique and fresh programs such as Galaxy Color Changing Slime, ABC Yoga, American Girl Galaxy Fashion Show and Solar Oven Smores. Between the months of June and July, we had 7,568 people attend our wide myriad of programs.

Below are pictures of our American Girl Galaxy Fashion Show and Solar Oven Smores program.



We welcomed two new librarians to our YS team. Heather Ji and Margaux Morrone bring their knowledge in collection development, programming, outreach and children's literature. They have successfully integrated themselves to the team and we are already seeing fresh, positive ideas from Heather and Margaux.

The team has started planning for second grade visits that will take place in September. We will be contacting all elementary schools in D300 for a field trip to the Dundee Library. This year we will offer the following schools an opportunity to apply for a library card as the school is within our library district: Dundee Highlands Elementary, Golfview Elementary, Lakewood Elementary, Liberty Elementary, Meadowdale Elementary, Perry Elementary, Sleepy Hollow Elementary and Westfield Community School. School services is a crucial aspect of YS. By YS collaborating with D300, children can increase their love for knowledge, recognize libraries as welcoming space and interact with other children in the area.

Account Services: Keri Carroll

July began my first month as Account Services manager. Heather Zabski and Jason Katsion trained me on my expected duties and prepared me for life at Dundee.

Heather and I conducted interviews to fill the open position of full-time AS clerk, hiring current part-time AS clerk Gemma Winger and part-time YS clerk Ruben Carcamo. We had several internal applicants – all of whom would do a phenomenal job – making this decision particularly difficult. But with these new positions, Account Services is back to full staffing and ready to go.

During my first month, I attended both the CCS Circulation and CCS ILL technical group meetings in Glenview and Crystal Lake, respectively. The groups discussed upcoming improvements to our ILS Polaris and decided on a handful of procedural changes to make accessing and navigating patron accounts more consistent across all libraries. Additionally, I attended the RAILS Circulation Managers' Meeting in Park Ridge where the attendees discussed best practices for fine and damaged material forgiveness.

The Summer Reading Challenge for 2019 wrapped up on Sunday, August 4, with 2870 patrons participating and 1166 folks finishing all eight weeks. We met the sign-up goals for all three age groups and skyrocketed past our total sign-up goal of 2500. Additionally, we held our finisher pool party at Dolphin Cove on Sunday, and we had over 500 finishers and their families come for music, ice cream, and beautiful weather. Lauren Rosenthal, YS manager Monica Boyer and I greeted patrons as they came in and YS library assistant Sofia Carapia and YS librarian Margaux Morrone hosted the raffle table inside and emceed the event. We hope to continue this partnership with the park district for future summer reading programs.

With newly-minted full-time AS clerks Gemma Winger and Ruben Carcamo starting, our department is back to full staffing, allowing us to provide both the best customer service possible at our Greeter Desk and main AS desk, but also keep a closer eye on the condition of our catalog. AS staff have been helping me with quality control for items that were out on the shelves but were not in the best circulating condition. I've been working with adult fiction selector Sam Bunte to make sure replacements are purchased for those items that are still popular and doing some simple mending where I can (something I got to do as an undergrad!) so we can maintain the best collection possible while saving as much money as possible for future purchases.

I began my own new selector duties this month, passing along RO teen purchases to teen librarian Danielle Pacini and taking on both adult and youth DVDs/Blu-Rays and Large Print. I've submitted my first few orders and have been learning how to maximize availability for our patrons while sticking to the budget. I look forward to the new challenge of shaping one of our most popular collections.

Public Relations & Outreach: Kirstin Finneran

July:

OpenGov & Open Town Hall Survey – Planning the Future

Together with Lauren Rosenthal, Heather Zabski, and Jason Katsion, created a new public survey about planning for the future of the FRVPLD. Next step is to release the survey to the public in August.

This was a busy month working on the Fall 2019 Newsletter. Copy from all departments came in and proofs of layouts are being approved and updated.

Meetings/Training/Events

Friends of the Library, July 16

All Staff Meeting, July 19

Board of Trustees Meeting, July 30

eNews

Date Sent	Subject	Emails Sent	Unique Opens	Unique Open %	Total Clicks
7/3/2019	Giant Leaps, Drive Up Donation Day, Instagram	10001	2220	22.21%	145
7/17/2019	Wine Cork Craft, El Internet, American Girl Fashion Show	9979	2144	21.50%	287
7/31/2019	Pool Party, Special Needs Fair, Back to School	9965	2197	22.09%	182

Facebook

Followers: 1630 (17 new followers)

Number of posts: 23

People who saw our posts: 13,566

Post likes: 243

Comments: 117

Shares: 32

Clicks: 541

Top three posts according to reach:

- 4157 saw: Just drive up to the Dundee Library, and our Friends of the Library will unload your clean and gently used adult and children's books, CDs, DVDs, video games, audiobooks, and large print material. (July 1)
- 783 saw: Born on 07/07/2019 the monarch butterfly was released this morning, around 9 am, and took off out into the blue sky. Bon Voyage. (July 8)
- 555 saw: Thanks to Summer Reading Challenge Sponsor Medieval Times! Visit their website to make tournament reservations. <http://www.medievaltimes.com/plan-your-trip/chicago-il/index.html>. (July 15)

August:

Attended the D300 Back to School Kick Off at Dundee Crown High School on August 2. We issued library cards, gave out balloons and books, and ran the prize wheel. We encouraged students and parents to make sure they had a library card and knew about the resources available that can help with school.

Finished and released the OpenGov/Open Town Hall "Planning for the Future" survey. We added sliders to our website home page (English & Spanish), sent a special email to all cardholders, included it in the Fall 2019 newsletter (front page and page 2), send a press release, posted it on Facebook (shared to several community groups) and Twitter, included it in eNews on August 14 and 28, and created a poster to promote it in the Dundee Library lobby.

Worked with Lina De Legarreta of the Youth Services Department to create a new eNewsletter just for babies and toddlers called "Welcome Little One." It was sent to all those who have signed up for the Youth Services program of the same name. It will be sent via email using Library Aware every quarter. See below for opens and clicks, etc.

Attended Carpentersville Police Department's National Night Out event on August 6. Issued library cards and passed out balloons and information.

Prepped items needed for the Fox View Apartment Back to School Rally on August 9.

Created and printed a resource booklet for the Special Needs Fair, including info on all participating organizations.

Created a bookmark and matching sticker for the Second Grade visits to the Youth Services Department. The sticker says "I visited the library today" and will be placed on each child (with their permission) to encourage their parents to ask them about their visit. Extra incentive to return to the library is on the bookmark, which says kids can bring it back to the library for a special prize.

Coordinated Erica Acevedo (ATS) visit to the first D300 Hablemos Parent meeting of the new school year. Erica presented information to families in Spanish about our computer classes and Conversation Club. All families received an FRVPLD bag with promotional materials in it. This is the continuation of a relationship we begin with Hablemos last year.

Prepared and mailed our final thank you letter and certificate of appreciations to all SRC donors.

Meetings/Training/Events

Friends of the Library, August 20

All Staff Meeting, July 19

Board of Trustees Meeting, July 7

Press

Fox River Valley Public Library District seeks input on library's future (Daily Herald, August 8)

eNews

Date Sent	Subject	Emails Sent	Unique Opens	Unique Open %	Total Clicks
8/7/2019	Planning for the Future - A Public Survey	9940	2024	20.37%	591
8/20/2019	From FRVPLD: A Change to Lynda.com	199	114	57.29%	8
8/14/2019	Back to School, Special Needs Fair, Library Survey	9924	1921	19.37%	174
8/26/2019	New! Welcome Little One Newsletter Fall 2019	61	26	44.07%	6
8/28/2019	Virtual Reality Open House, Cemetery Tales, Free Snacks	9917	1859	18.76%	218

Facebook

Followers: 1652 (22 new followers)

Number of posts: 19

People who saw our posts: 10,686

Post likes: 289

Comments: 98

Shares: 39

Clicks: 729

Top three posts according to reach:

- 1808 saw: The FRVPLD Board of Trustees is planning for the future of the library district. Before any money is spent on consultants, the trustees seek your input with an online survey. The survey presents four options for consideration and includes an interactive map where residents can indicate where they think a library, or libraries, should be located. <https://www.frvpld.info/planning-future> (August 7)
- 915 saw: The libraries will be closed on Monday, Sept. 2 for Labor Day. (August 27)
- 728 saw: Things to look forward to: Fall. Fall program registration is now open! #OffWithHerHead #MadTeaParty #Fall <https://www.frvpld.info/events/month/2019-09> (August 15)

Adult and Teen Services: Jason Katsion

Our July 19 All Staff training event included three presentations by Adult & Teen Services staff members. Library Assistant Erica Acevedo provided an overview of the Library's newly purchased virtual reality equipment and discussed how this equipment will be utilized in future programs. Library Assistant Cari Poweziak gave a presentation on the Illinois Digital Archives, which she subsequently reprised at the July 30 Board of Trustees meeting. With IT Manager John Sabala, I provided a status report on the forthcoming Comprise services and detailed what staff can expect in terms of hands-on training.

The final week of July was "Harry Potter Week" for Adult and Teen Services. We hosted multiple Harry Potter themed programs throughout the week in honor of the title character's birthday on July 31. In an especially creative flourish, Librarian Danielle Pacini created Platform 9 ¾ at the entrance to Corner 68, where the programs took place.



We received a phone call from Susan Russell of the Kane County Coroner's Office, inquiring if it were possible to use our Silhouette machine to create a copy of the Coroner's Office seal and apply it to several metal buckets for National Night Out. She contacted the Dundee Library because their home library, St. Charles Public, doesn't have a Silhouette machine available to the public. Librarian Danielle Pacini utilized our Silhouette machine in Corner 68 to create the decals and then applied them to three buckets. Susan sent us the following expression of gratitude, as well as several photos of their outreach event: "A big thank you from the Kane County Coroner's Office for making us look so great at National Night Out! The KCCO was at 3 locations last night — St Charles, Elgin and South Elgin and we had one of the buckets you made at each location. Thank you for all of the time you spent cutting, weeding and applying our seal with such care!! We really appreciate all of your hard work."



On August 15, all Library staff with collection development responsibilities underwent onsite training by a representative of Ingram Content Group. Attendees learned how to use Ingram's ipage platform to order books, create lists, manage carts, and other collection development tools. The impetus for this training is the move from Baker & Taylor to Ingram as our primary vendor for physical books.

On August 21, I attended a meeting of the North Suburban Digital Consortium (NSDC) at the Algonquin Area Public Library with Librarian Sean Plagge. The NSDC is comprised of eight libraries who share the costs of e-books and e-audiobooks via the Overdrive platform. This meeting included a review of the budget and discussion of changes in pricing models for e-books.

Library Assistant Cari Poweziak expanded her ongoing outreach to Cherished Place Adult Day Services (West Dundee) by hosting a STEM program on August 27. Approximately 25 seniors participated in the event, experimenting with the Library's collection of Ozobots, Makey Makey kits, and a BB-8 Sphero paired with an iPad.



We went live with three new online databases in August: Vidcode, Creativebug, and Miss Humblebee's Academy. Vidcode is an interactive learning environment for computer programming. Creativebug hosts over one thousand video-based arts and crafts classes. Miss Humblebee's Academy is an early learning online curriculum intended to prepare children ages 2 to 6 for kindergarten.

Facilities: Michael Lorenzetti

The Fox River Valley Public Library District issued a Request for Proposal regarding janitorial services to be provided two days per week (Saturday/Sunday).

Proposals were received from four companies that specialize in janitorial services and they were:

Green River Way Building Maintenance Solutions	\$645.00/mo	\$7,740.00/yr
JaniKing Commercial Cleaning Service	\$700.00/mo	\$ 8,400.00/yr
Complete Cleaning Company	\$865.00/mo	\$10,380.00/yr
Vanguard Cleaning Systems of Chicago	\$1,482.00/mo	\$17,784.00/yr

The lowest responsible proposal was submitted by Green River Way Maintenance Solutions and references were contacted. The end result was positive and Green River Way was selected and did a walk thru of the building on Friday 8/02. Their services began that weekend and there have been no issues to report.

Windy City Lighting did complete the pendant light install at the end of June, however two bulbs mysteriously failed and they were replaced. Through the month of July, no other bulbs have failed.

Corner 68 Update: Derbigum and Anthony Roofing were contacted due to small water leaks that appeared in Corner 68. A representative from Anthony Roofing came on site and did discover some areas where water could infiltrate the roof and they were repaired.

The summer lunch program was once again very successful and has wrapped up for the summer. A new snack time program will start and facilities will be on the alert to assist.

PATS (Purchasing, Acquisitions and Technical Services): Karin Nelson
July 2019:

Savings: A few months ago I contacted our various print/AV material providers so that they would be sending me the list versus retail prices for all the orders we placed in FY18/19. I now have those figures and the total savings was \$80,604.20. Savings for various types of orders which were placed in July=\$-415.54.

Material ordering: We had a successful rollover in our acquisitions module of Polaris where orderlines for materials we ordered but had not received came over into the new FY. Fund names and beginning balances were also updated to reflect FY19/20 information. Material ordering has begun in the new FY as well as renewing our magazine subscriptions.

American Girl Doll Kits: Some additional dolls have been added to both library locations!

August 2019:

Savings: Aug 2019: \$4,563.19 This figure is significantly due to various discounts we received for the Comprise System project. *Recently received information about July savings due to buying Adobe license through Tech Soup instead of Adobe (-\$184.88).

Last FY: John, IT Manager, needed to acquire various Microsoft licenses for a project near the end of last FY and he referenced them during his July Library Board report. I now have that pricing information, and he was able to utilize special promos from a provider, TechSoup, instead of going directly through Microsoft. (-\$16,893).

After School Snack Program: PATS staff will be “receiving” the snacks from the Northern Illinois Food Bank every Monday starting September 9, and will follow the same procedures we did for the Summer Lunch Program.

Staffing: I have a new part-time employee to fill a vacancy as Rachel went back to work at our Randall Oaks Location. This new staff member was a volunteer in my department and focused primarily on doing the disc cleaning, and some AV processing. I’m glad to have her on my team!

Collection ordering: For at least twenty years (as long as I have been at the Library) we have ordered most of our books from Baker & Taylor (B&T). In my May report I mentioned how I was doing research about print

providers. I did a pro/con comparison of B&T versus Ingram in various categories, and Ingram had more pros than cons (and we can save finances by not needing to pay for user accounts to access their website). After talking with our managers we have decided to migrate a high majority of our book ordering to Ingram. We have already used them over the past year for videogame ordering. We had our Ingram representative come in to do staff training within the last few weeks. Ordering documentation has been created and sent to the material selectors. We will still have a few B&T accounts as a backup in case Ingram doesn't have certain items.

IT/ Network: John Sabala

I have continued my learning of the IT systems at the library. More exposure to the working knowledge of PC Reservation and Deep Freeze.

Sikich has completed the fixes to the system backups. They are also going to propose a new backup system to replace the existing one in which they feel is inefficient.

During the month a chronic problem (periodic slowness) with two of the PC's in the Dundee Service Desk. It was determined that these PC's needed additional memory. A review of the PC capabilities determined that they are PC's needed for the windows 10 upgrade and so additional memory was purchased. As well as determining a memory upgrade plan for the all the PC's upgrading to Windows 10.

I attended the All-Staff Training for PIC's as well as the All-Staff Semi-Monthly Meeting.

During the month of August, I continued to work with "Be A Great Boss". This is an ALA guide that the management team has been tasked to utilize. This work has opened my eyes to a new way to become a better boss and leader for FRVPLD. I am excited to explore and work with the management further with this guide.

The Virtual Reality system has been refined and software added to make patron user experience an amazing and eye-opening event. Equipment was also purchased to make these stations mobile. Now they can be placed in Corner 68 or the Large Meeting Room with ease.

The Comprise Technology system (replacing the current payment and Pc Reservation system) deployment is underway. Software was loaded on one of our servers. We are waiting for the Comprise project team to schedule a date for Onsite Deployment and Training. This is expected to be deployed in September.

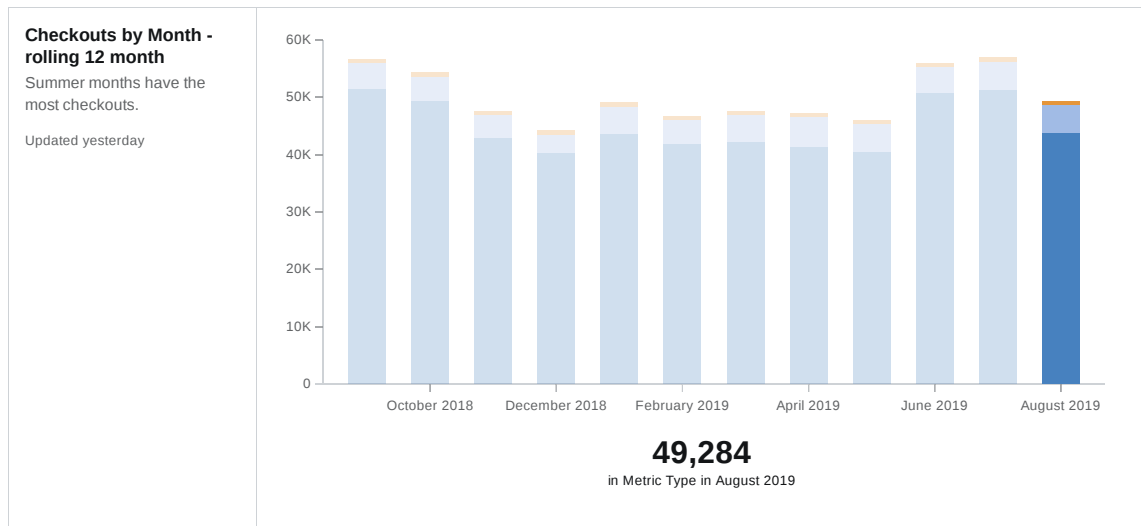
Finally, researching replacements for a Server and Firewall (two products that will no longer be supported by their Vendors) was completed. Procurement will happen in September and October.

How are we doing?

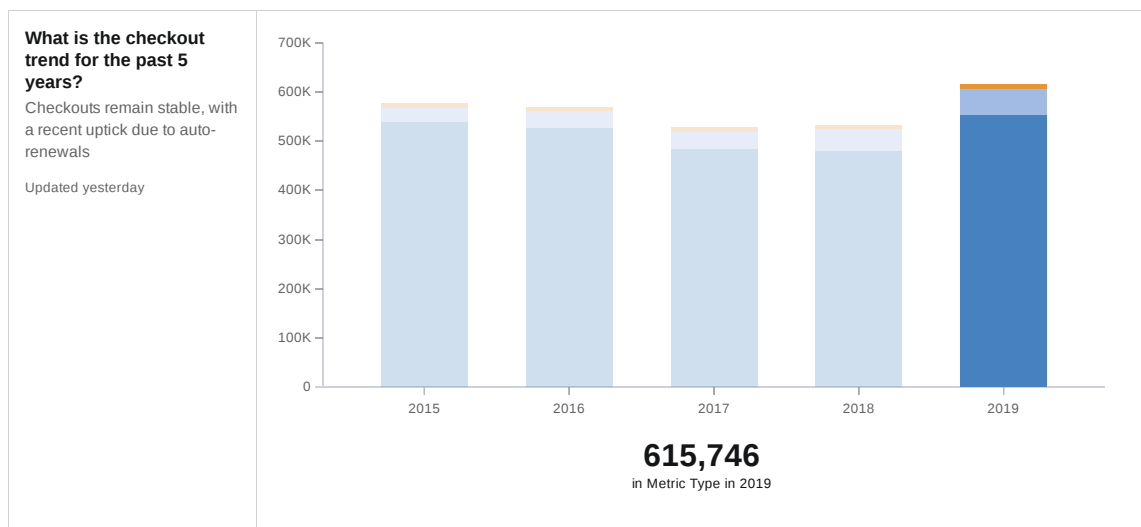
The monthly Dashboard tells our story

Click the graphs to see more details

Checkouts - past 12 months



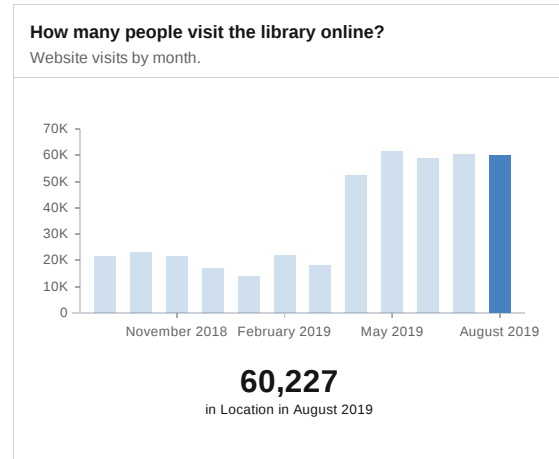
Checkout Trend



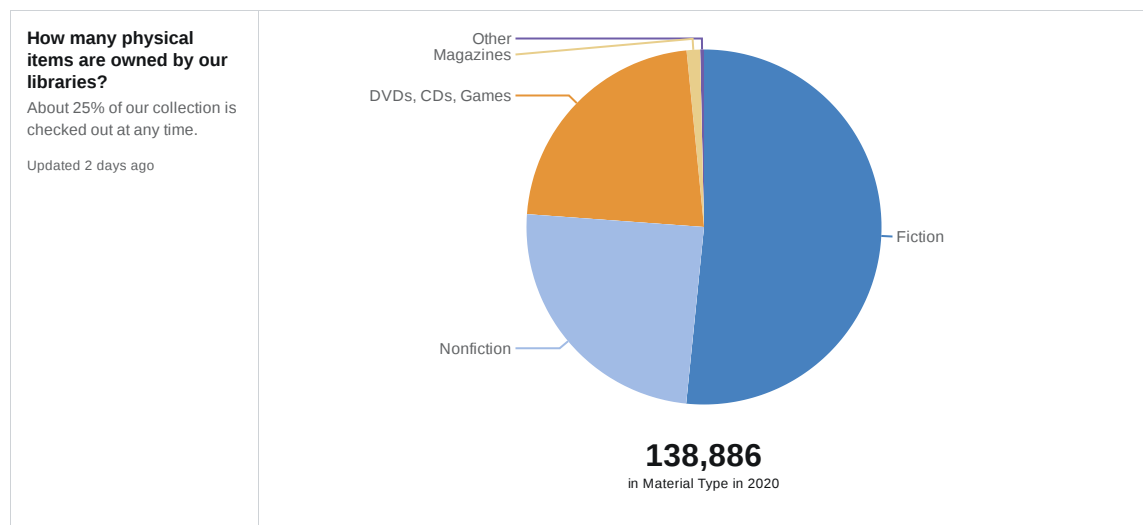
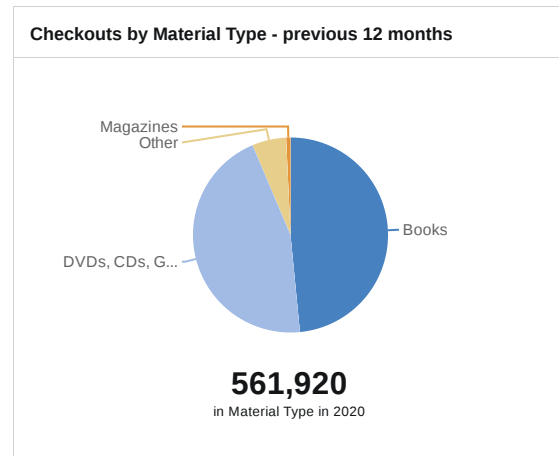
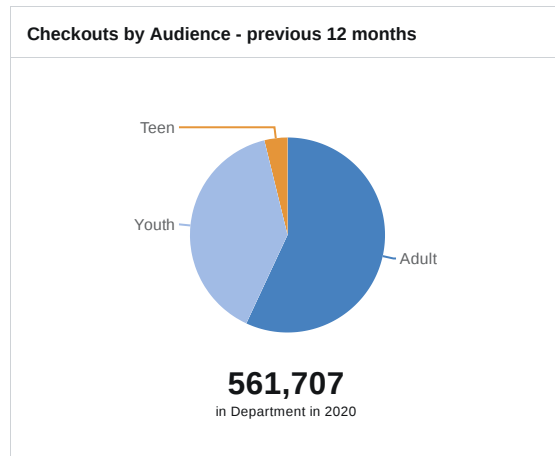
Library Visits



Website Visits



Physical item checkouts

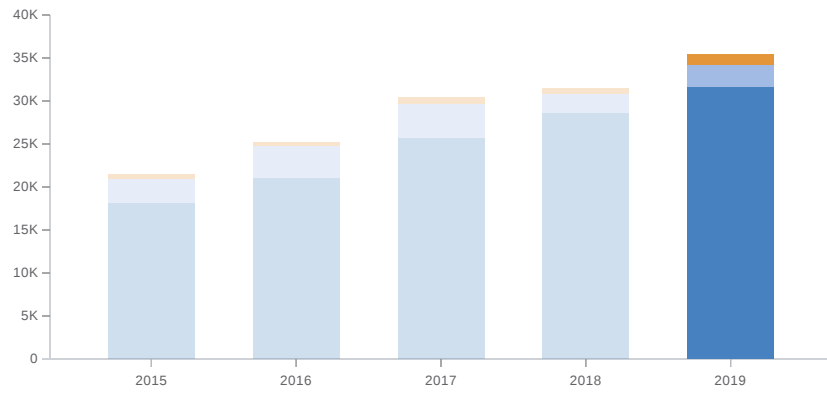


Program Attendance Trend

How many people have attended programs for the past 5 years?

Attendance at programs has steadily increased.

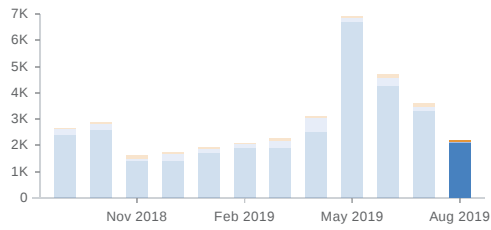
Updated yesterday



35,432

in Metric Type in 2019

Program Attendance

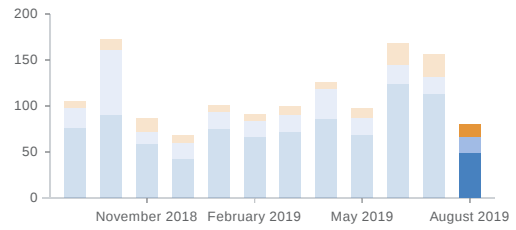


2,222

in Metric Type in Aug 2019

Number of Programs - previous 12 months

We hold more kids programs than adult or teen.



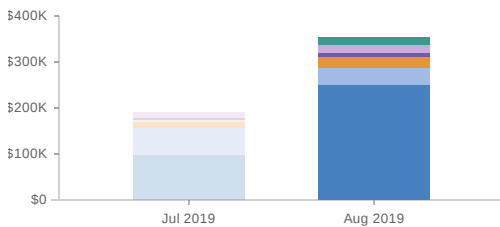
80

in Metric Type in August 2019

Monthly Spending- this year

How much does the Library spend each month this FY?

Spending is consistent, with increases in months containing three pay ...



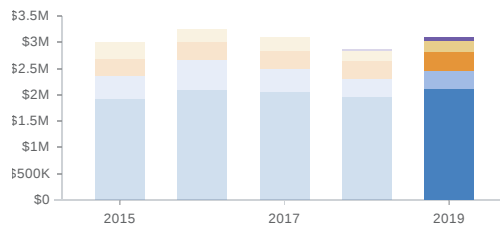
\$354,813.73

in Function in Aug 2019

Past years' spending

How much does our Library spend each year?

Click the graphs to drill down into spending for the past 5 years.



\$3,096,648.24

in Expenses in 2019



www.FRVPLD.info

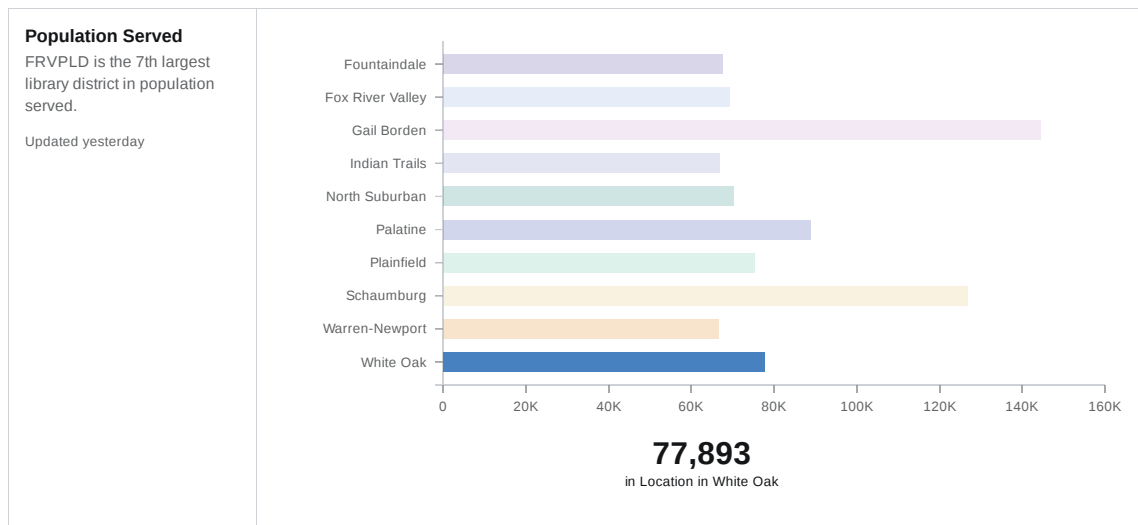
POWERED BY OPENGOV ©

How does FRVPLD compare?

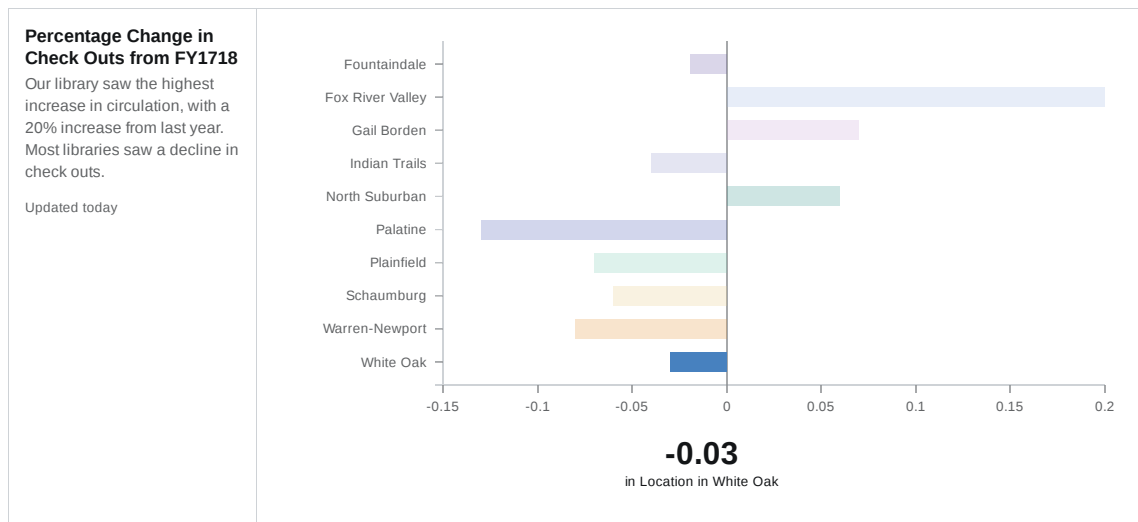
The Dashboard below shows how Fox River Valley Public Library District compares among the 10 largest library districts in Illinois.

Big district, little library.

There are 340 library districts in Illinois, and the Fox River Valley Public Library District is the 7th largest. There are 69,338 patrons of FRVPLD residing in Gilberts, Sleepy Hollow, West Dundee, East Dundee Carpentersville and 1/3 of Algonquin as of the 2010 census.



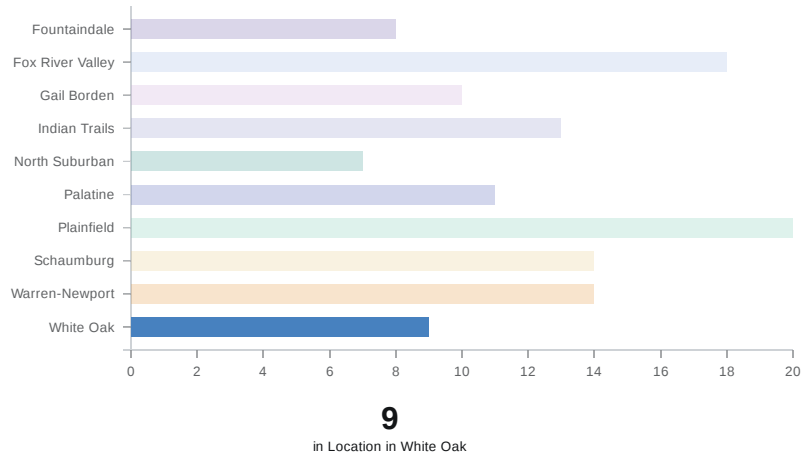
How does FRVPLD compare in number of check outs?



Check Outs by Square Foot

FRVPLD ranks second in circulation per square foot. Only Plainfield, which is also undersized for its population, outperforms us.

Updated today

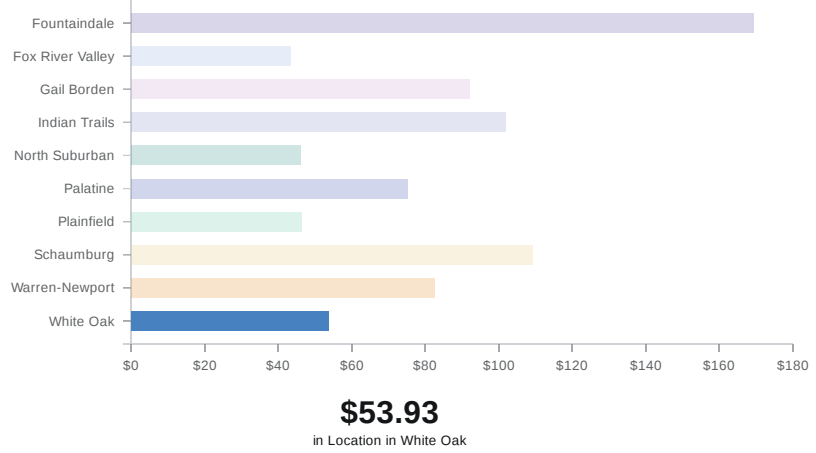


How does FRVPLD compare in cost?

Operating Expenses per Capita

FRVPLD has the lowest cost per capita at \$43.60.

Updated today



OpenGov

Add links

POWERED BY OPENGOV ©

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.p under the Consent Agenda as presented

- A.1.a Minutes from the July 30, 2019 Board of Trustees Meeting**
- A.1.b Check/Voucher Register – AP & Payroll Complete for July 2019 totaling \$334,676.38**
- A.1.c Monthly Financial Report for July 2019**
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues for July 2019**
- A.1.e Expenditure Summary – All Funds Combined – Budget v Actual Expenses for July 2019**
- A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for July 2019**
- A.1.g Balance Sheet for July 2019**
- A.1.h Check/Voucher Register – AP & Payroll Complete for August 2019 totaling \$314,247.74**
- A.1.i Monthly Financial Report for August 2019**
- A.1.j Revenue Summary – All Funds Combined – Budget v Actual Revenues for August 2019**
- A.1.k Revenue Summary – All Funds Combined by Period for July 2019 and August 2019**
- A.1.l Expenditure Summary – All Funds Combined – Budget v Actual Expenses for August 2019**
- A.1.m Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for August 2019**
- A.1.n Expenditure Summary – All Funds Combined by Period for July 2019 and August 2019**
- A.1.o Balance Sheet for August 2019**
- A.1.p Ehlers Account Statement for August 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
July 30, 2019**

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

MINUTES

The meeting was called to order by President Richard Corbett at 7:04 PM. All present rose to recite the Pledge of Allegiance.

Corbett nominated Chris Evans Secretary Pro-Tem, seconded by Tennis. There being no other nominations, Evans appointed Secretary Pro-Tem.

Roll Call

Members present:	President	Richard Corbett
	Vice Pres	Kristina Weber
	Treasurer	Brian Lindholm
	Trustee	Mike Tennis
	Trustee	Chris Evans

Members absent:	Secretary	Nikki Kuhlman
	Trustee	Dave Nutt

Others present: Director Lauren Rosenthal, Assistant Director Heather Zabski, Kirstin Finneran, Brittany Berger, Monica Boyer, Keri Carroll, Jason Katsion, Michael Lorenzetti, Cari Poweziak, Karen Werle

Public Comment

There was no public comment.

President's Report

Corbett welcomed Lauren Rosenthal as Fox River Valley Public Library District's new Library Director. Serving as a volunteer for HomeWord Bound, FRVPLD's service to homebound patrons, Corbett noted the positive impact for patrons who otherwise have no way to access library materials. At the conclusion of today's meeting there will be Board action following the closed session. There will not be a Board of Trustees meeting in August; the next meeting will be September 17, 2019 at 7:00 PM. There will be a Budget and Appropriation Hearing at the September 17th meeting set to begin shortly after 7:00 PM.

Officer Reports

Treasurer Lindholm noted Fiscal Year 2018-2019 ended with expenditures below budgeted amounts. No other reports.

Liaison Reports

Bylaws and Policy Liaison Evans noted she examined the Fiscal Policy Review and the recommended edits are appropriate. No other reports.

Director's Report

Per Capita Grant Requirement – Illinois Digital Archives (IDA)

The Per Capital Grant provides \$1.25 in grant monies for every resident of the Library District and is expected to generate approximately \$86,000 for FRVPLD. To qualify to apply for the grant, Adult and Teen Services Assistant Cari Poweziak provided the Board and staff with an overview of the Illinois Digital Archives database offered by

the Illinois State Library. IDA delivers an accurate glimpse into history through records provided by citizens to the Illinois State Library, and can be accessed on the State Library's website.

Financial Timeline

Director Rosenthal presented a brief review of the timeline for Board action in accordance with statute governing passage of the Budget & Appropriation and Tax Levy Ordinances.

Community Survey

Rosenthal noted FRVPLD is the 7th largest library district in Illinois yet ranks 313 out of 340 districts in square feet per capita, making it one of the most underserved in the state. A proposal to survey district residents on their preference for the future of the library district was presented. Trustees offered suggestions for phrasing the survey and exploring options.

Department Reports and Dashboard

Rosenthal inquired if there were any questions on the department reports or dashboard for June; Tennis noted start-up of weekend cleaning service. Previously there was no service; contract awarded to the lowest bidder.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the June 18, 2019 Board of Trustees Meeting
- A.1.b Check/Voucher Register – AP & Payroll Complete for June 2019 totaling \$233,223.56
- A.1.c Monthly Financial Report for June 2019
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues
- A.1.e Revenue Summary – All Funds Combined by Period
- A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.h Expenditure Summary – All Funds Combined by Period
- A.1.i Balance Sheet for June 2019
- A.1.j Ehlers Account Statement for June 2019

Corbett inquired if there were any items Trustees would like removed for further discussion. Hearing none, he called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.J. AS PRESENTED*. Moved by Lindholm and seconded by Tennis, Corbett called for a roll call vote.

Roll Call Vote: Evans, Tennis, Lindholm, Weber, Corbett – aye. 5 ayes, 0 nays, 2 absent. Motion carried.

Unfinished Business

There was no Unfinished Business.

New Business

Exhibit C.1 Ordinance 2019-12 Tentative Budget and Appropriation Ordinance

Corbett called for a motion to *APPROVE ORDINANCE 2019-12 TENTATIVE BUDGET AND APPROPRIATION IN THE AMOUNT OF \$4,091,247.00 FOR FISCAL YEAR 2019-2020 AS PRESENTED*. Moved by Weber and seconded by Lindholm, item opened for discussion. Tennis proposed an amended motion to *AMEND THE PERSONNEL SERVICES APPROPRIATION OF \$2,488,000 BY \$110,000 REDUCING IT TO \$2,378,000*; seconded by Corbett. Discussion centered on the appropriation based on full staffing as opposed to recent historical numbers reflecting turnover. Corbett called for a roll call vote on the amended motion.

Roll Call Vote: Tennis – aye; Evans, Lindholm, Weber, Corbett – nay. 1 aye, 4 nays, 2 absent. Amended motion failed.

Corbett then called for a roll call vote on the original motion.

Roll Call Vote: Evans, Lindholm, Weber, Corbett – aye. Tennis – nay. 4 ayes, 1 nay, 2 absent. Motion carried.

Exhibit C.2 Fiscal Policy Review

Corbett called for a motion to *APPROVE THE FISCAL POLICY REVIEW AS PRESENTED*. Moved by Weber and seconded by Evans, Corbett opened the item for discussion. Tennis proposed an amended motion to *AMEND THE FUND BALANCE POLICY ON UNRESTRICTED FUND BALANCES IN THE GENERAL ACCOUNT FROM NO LESS THAN THREE TO NO MORE THAN TWELVE MONTHS OF OPERATING EXPENSES TO NO LESS THAN THREE TO NO MORE THAN NINE MONTHS OPERATING EXPENSES*. Seconded by Lindholm. It was noted FRVPLD had previously reduced unrestricted fund balances from no more than 24 months to no more than 12 months. Discussion on whether further reductions could unnecessarily restrict District operations followed. Corbett noted the question was discussed with the Library's attorney Roger Ritzman, who felt the reduction was not advisable as it would unnecessarily limit financial decisions. Corbett called for a roll call vote on the amended motion.

Roll Call Vote: Tennis – aye; Evans, Lindholm, Weber, Corbett – nay. 1 aye, 4 nays, 2 absent. Amended motion failed.

Corbett then called for a roll call vote on the original motion.

Roll Call Vote: Evans, Lindholm, Weber, Corbett – aye. Tennis – nay. 4 ayes, 1 nay, 2 absent. Motion carried.

Exhibit C.3 North Suburban Digital Consortium/OverDrive Contract Renewal

Corbett called for a motion to *AUTHORIZE THE DIRECTOR TO RENEW THE CONTRACT WITH THE NORTH SUBURBAN DIGITAL CONSORTIUM, FOR ANNUAL COLLECTION ASSESSMENT TO PURCHASE DIGITAL CONTENT AND HOSTING, AT A COST NOT TO EXCEED \$15,000.00*. Moved by Weber and seconded by Tennis, Rosenthal noted the Consortium is FRVPLDs main eBook provider. Several libraries band together to offer more content and keep costs down. There was no further discussion; Corbett called for a roll call vote.

Roll Call Vote: Evans, Tennis, Lindholm, Weber, Corbett – aye. 5 ayes, 0 nays., 2 absent. Motion carried.

Exhibit C.4 Illinois Public Library Annual Report (IPLAR)

Corbett called for a motion to *APPROVE THE DRAFT ILLINOIS PUBLIC LIBRARY ANNUAL REPORT (IPLAR) FOR FISCAL YEAR 2018-2019 AND AUTHORIZE THE DIRECTOR TO FILE IT WITH THE STATE LIBRARY ELECTRONICALLY*. Moved by Lindholm and seconded by Weber, item opened for discussion. Corbett noted Tennis had submitted some questions; Tennis acknowledged his questions were answered satisfactorily.

There was no further discussion; Corbett called for a roll call vote.

Roll Call Vote: Evans, Tennis, Lindholm, Weber, Corbett – aye. – nay. 5 ayes, 0 nay, 2 absent. Motion carried.

Executive Session

Corbett noted there would be an Executive Session this evening in accordance with 5 ILCS 120/2(c)(21) Discussion of Minutes 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 will be action upon returning to open session.

Corbett asked for a motion to *ADJOURN TO EXECUTIVE SESSION*; moved by Weber and seconded by Lindholm, meeting adjourned by unanimous voice vote at 9:11 PM.

Return to Open Session

The meeting was called to order at 9:23 PM

Roll Call

Members present:	President	Richard Corbett
	Vice Pres	Kristina Weber
	Treasurer	Brian Lindholm
	Trustee	Mike Tennis
	Trustee	Chris Evans

Members absent:	Secretary	Nikki Kuhlman
	Trustee	Dave Nutt

Others present: Director Lauren Rosenthal

Exhibit C.5 Approve Report of Closed Session Review/Destruction of Audio prior to January 30, 2018

Corbett called for a motion to *APPROVE THE REPORT OF THE CLOSED SESSION MINUTES REVIEW, OPEN MARCH 19, 2019 EXECUTIVE SESSION MINUTES, AND DESTRUCTION OF ALL AUDIO RECORDINGS MADE PRIOR TO JANUARY 30, 2018*. Moved by Weber and seconded by Tennis, there was no further discussion and Corbett called for a roll call vote.

Roll Call Vote: Evans, Tennis, Lindholm, Weber, Corbett – aye. 5 ayes, 0 nay, 2 absent. Motion carried.

There was no further discussion or business conducted; Corbett called for a motion to *ADJOURN*. Moved by Tennis and seconded by Weber, meeting adjourned by unanimous voice vote at 9:25 PM.

Chris Evans, Secretary Pro-Tem

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 7/1/2019 Through 7/31/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
A & T Plumbing, Inc. and Son	42491	7/15/2019	193.00
Ziegler's Ace Hardware	42492	7/15/2019	17.57
Advanced Disposal	42493	7/15/2019	168.00
Alarm Detection Systems	42494	7/15/2019	201.00
SYNCB/AMAZON	42495	7/15/2019	6,738.95
Arthur J. Gallagher & Co.	42496	7/15/2019	1,750.00
AT&T	42497	7/15/2019	384.56
AT & T Mobility	42498	7/15/2019	91.80
Breakroom Solutions	42499	7/15/2019	232.56
IPO/DBA Cardunal Office Supply	42500	7/15/2019	89.60
Comcast	42501	7/15/2019	408.42
Comcast	42502	7/15/2019	1,225.09
ComEd	42503	7/15/2019	3,120.30
Dell Marketing L.P.	42504	7/15/2019	4,490.06
Demco, Inc.	42505	7/15/2019	109.15
United States Treasury	42506	7/15/2019	46.55
Dundee Township Park District	42507	7/15/2019	32,445.00
Ehlers Investment Partners, LLC	42508	7/15/2019	648.90
Garveys Office Products	42509	7/15/2019	1,925.31
Government Finance Officers Association	42510	7/15/2019	160.00
Hall Pass	42511	7/15/2019	27.00
HR Source	42512	7/15/2019	1,340.00
KONE, INC	42513	7/15/2019	268.24
LIBRARY IDEAS LLC	42514	7/15/2019	8,275.00
LinkedIn Corporation	42515	7/15/2019	13,125.00
Midwest Tape Exchange, Inc.	42516	7/15/2019	9,900.00
Swank Movie Licensing USA	42517	7/15/2019	920.00
Motion Picture Licensing Corporation	42518	7/15/2019	255.18
Coller Industries, Inc	42519	7/15/2019	194.74
Nicor Gas	42520	7/15/2019	36.19
Northern Kane County Chamber of Co...	42521	7/15/2019	175.00
Postmaster - Algonquin	42522	7/15/2019	2,000.00
ProQuest LLC	42523	7/15/2019	3,618.16
Peregrine,Stime,Newman,Ritzman & B...	42524	7/15/2019	945.00
Rotary Club of Carpentersville - Mornng	42525	7/15/2019	190.00
Sebert Landscaping Inc.	42526	7/15/2019	525.00
Showcases	42527	7/15/2019	25.98
Technology Management Rev Fund	42528	7/15/2019	427.50
Titan Sound Entertainment	42529	7/15/2019	250.00
Unique Management Services, Inc.	42530	7/15/2019	71.60
Cardmember Service	42531	7/15/2019	5,624.85
Welders Supply Company	42532	7/15/2019	239.87
Wellness Insurance Network	42533	7/15/2019	12,880.32
Windy City Lighting	42534	7/15/2019	12,090.00
World Book, Inc.	42535	7/15/2019	1,800.00
Baker & Taylor	42539	7/30/2019	13,438.62
Brainfuse Inc.	42540	7/30/2019	5,600.00
Brodart Co.	42541	7/30/2019	948.92
CDS Office Technologies	42542	7/30/2019	310.88
Gale	42543	7/30/2019	2,861.25
Creative Promotional Apparel, Inc.	42544	7/30/2019	793.59
Dell Marketing L.P.	42545	7/30/2019	511.98
Demco, Inc.	42546	7/30/2019	105.57
Dundee Township Park District	42547	7/30/2019	1,000.00
Flossmoor Public Library	42548	7/30/2019	300.00

Fox River Valley Public Library District
 Check/Voucher Register - AP & Payroll Complete
 10100 - BANK ACCOUNTS
 From 7/1/2019 Through 7/31/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
Garveys Office Products	42549	7/30/2019	849.49
INGRAM Library Services	42550	7/30/2019	5,624.77
LIMRICC Unemployment Compensatio...	42551	7/30/2019	1,815.02
Midwest Tape Exchange, Inc.	42553	7/30/2019	4,275.05
Pronuniator LLC	42554	7/30/2019	1,950.00
RAILS	42555	7/30/2019	1,298.00
SWAN	42556	7/30/2019	15.36
Vidcode Inc.	42557	7/30/2019	2,610.00
Village of East Dundee	42558	7/30/2019	53.00
Village of West Dundee	42559	7/30/2019	25.00
W.T. Cox Subscriptions, Inc.	42560	7/30/2019	1,778.72
Paylocity Payroll	DD201907-01	7/5/2019	235.35
Paylocity Payroll	DD201907-02	7/19/2019	482.17
Illinois Municipal Retirement	DD201907-03	7/31/2019	16,794.01
	Total 10100 - BANK ACCOUNTS		193,327.20
Report Total			193,327.20

<u>MONTHLY PAYROLL EXPENSE</u>	
GROSS PAYROLL- July 2019	138,563.48
<u>LESS EMPLOYEE PORTION:</u>	
MEDICAL INSURANCE	1,570.36
DENTAL INSURANCE	124.56
I.M.R.F	5,989.82
<u>PLUS EMPLOYER PORTION:</u>	
I.M.R.F	10,804.19
MEDICARE/F.I.C.A.	10,470.44
TOTAL PAYROLL EXPENSE	<u>152,153.37</u>
*Minus IMRF Employer Portion Direct Debit	<u>(10,804.19)</u>
	141,349.18

<u>141,349.18</u>	
<u>334,676.38</u>	Grand Total

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	1,650,312.24	1,650,312.24	52.08%	1,518,183.76	3,168,496.00	(47.91)%
43020	PPRT	7,583.34	7,583.34	16.85%	37,416.66	45,000.00	(83.15)%
44010	INT & DIV INCOME	3,684.29	3,684.29	9.21%	36,316.21	40,000.50	(90.79)%
45010	PER CAPITA GRANT	0.00	0.00	0.00%	86,672.50	86,672.50	(100.00)%
45011	E-RATE GRANT	0.00	0.00	0.00%	7,500.00	7,500.00	(100.00)%
45020	OTHER GRANTS	0.00	0.00	0.00%	2,000.00	2,000.00	(100.00)%
46020	FINES & FEES	1,817.30	1,817.30	18.17%	8,182.70	10,000.00	(81.83)%
46030	LOST & DAMAGED	455.84	455.84	9.11%	4,544.16	5,000.00	(90.88)%
46400	MISCELLANEOUS INCOME	115.22	115.22	0.00%	(115.22)	0.00	0.00%
46450	REIMBURSEMENTS	680.00	680.00	6.80%	9,320.00	10,000.00	(93.20)%
46500	CASH OVER	26.06	26.06	10.42%	223.94	250.00	(89.58)%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	1,437.00	1,437.00	7.18%	18,563.00	20,000.00	(92.81)%
1	Dundee Library						
00	DEPARTMENT-WIDE						
46110	MEETING RM RENTAL	0.00	0.00	0.00%	100.00	100.00	(100.00)%
46200	PRINT/COPY REVENUE	1,360.75	1,360.75	6.04%	21,139.25	22,500.00	(93.95)%
46210	FAX REVENUE	278.00	278.00	12.35%	1,972.00	2,250.00	(87.64)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	30.60	30.60	10.20%	269.40	300.00	(89.80)%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
46200	PRINT/COPY REVENUE	227.35	227.35	3.03%	7,272.65	7,500.00	(96.97)%
46210	FAX REVENUE	0.00	0.00	0.00%	750.00	750.00	(100.00)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	0.00	0.00%	100.00	100.00	(100.00)%
	Total REVENUES	<u>1,668,007.99</u>	<u>1,668,007.99</u>	<u>48.65%</u>	<u>1,760,411.01</u>	<u>3,428,419.00</u>	<u>(51.35)%</u>
	Total Revenues	<u>1,668,007.99</u>	<u>1,668,007.99</u>	<u>48.65%</u>	<u>1,760,411.01</u>	<u>3,428,419.00</u>	<u>(51.35)%</u>
Expenditures							
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
70000	TRANSFER OUT	0.00	0.00	0.00%	118,336.00	118,336.00	100.00%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
	Total TRANSFERS BETWEEN FUNDS	0.00	0.00	0.00%	118,336.00	118,336.00	100.00%
15	PERSONNEL SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	9,794.95	9,794.95	6.52%	140,205.05	150,000.00	93.47%
52122	REIMBURSED INS	1,437.00	1,437.00	7.18%	18,563.00	20,000.00	92.81%
52123	WORKERS COMP	512.50	512.50	8.54%	5,487.50	6,000.00	91.46%
52124	UNEMPLOYMENT INS	1,815.02	1,815.02	24.20%	5,684.98	7,500.00	75.80%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
52150	DIRECTOR'S CONF	0.00	0.00	0.00%	4,000.00	4,000.00	100.00%
52160	TUITION REIMB	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73295	MEETING EXPENSE	202.90	202.90	6.76%	2,797.10	3,000.00	93.24%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	4,050.00	4,050.00	100.00%
05	ADMINISTRATION						
52100	SALARIES	11,447.57	11,447.57	3.70%	297,495.43	308,943.00	96.29%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	3,250.00	3,250.00	100.00%
40	PUBLIC RELATIONS						
52100	SALARIES	2,376.80	2,376.80	3.78%	60,491.20	62,868.00	96.22%
50	IT / NETWORK						
52100	SALARIES	3,358.80	3,358.80	3.65%	88,655.20	92,014.00	96.35%
60	PATS						
52100	SALARIES	4,346.21	4,346.21	3.58%	116,920.79	121,267.00	96.42%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
90	FACILITIES						
52100	SALARIES	4,069.52	4,069.52	3.91%	99,882.48	103,952.00	96.09%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	12,893.28	12,893.28	3.66%	338,503.72	351,397.00	96.33%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	6,000.00	6,000.00	100.00%
20	YOUTH SERVICES						
52100	SALARIES	9,032.29	9,032.29	3.01%	290,327.71	299,360.00	96.98%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	4,700.00	4,700.00	100.00%
70	ACCOUNT SERVICES						
52100	SALARIES	9,002.27	9,002.27	2.96%	294,342.73	303,345.00	97.03%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
75	SHELVERS						
52100	SALARIES	1,350.48	1,350.48	3.58%	36,275.52	37,626.00	96.41%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	5,377.92	5,377.92	3.37%	153,850.08	159,228.00	96.62%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
	Total PERSONNEL SERVICES/BENEFITS	77,017.51	77,017.51	3.74%	1,982,982.49	2,060,000.00	96.26%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	146.89	146.89	1.63%	8,853.11	9,000.00	98.37%
61500	DATABASES	31,564.41	31,564.41	52.60%	28,435.59	60,000.00	47.39%
61510	EBOOKS	2,107.91	2,107.91	5.28%	37,742.09	39,850.00	94.71%
61520	DOWNLOADABLE MEDIA	10,362.45	10,362.45	39.85%	15,637.55	26,000.00	60.14%
64100	PROC FEES BOOKS	195.65	195.65	4.89%	3,804.35	4,000.00	95.11%
64200	PROC FEES AV	500.15	500.15	6.25%	7,499.85	8,000.00	93.75%
64500	ONLINE ORDERING FEE	0.00	0.00	0.00%	1,900.00	1,900.00	100.00%
69990	CONTINGENT-LIBRARY MATERIALS	0.00	0.00	0.00%	5,700.00	5,700.00	100.00%
05	ADMINISTRATION						
61120	BOOKS NF	416.00	416.00	92.44%	34.00	450.00	7.56%
61200	PERIODICALS	1,778.72	1,778.72	88.93%	221.28	2,000.00	11.06%
1	Dundee Library						
00	DEPARTMENT-WIDE						
61117	BOOKS LEASED	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
61200	PERIODICALS	0.00	0.00	0.00%	5,500.00	5,500.00	100.00%
61600	GAMES	1,681.14	1,681.14	11.20%	13,318.86	15,000.00	88.79%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	2,519.20	2,519.20	9.33%	24,480.80	27,000.00	90.67%
61111	BOOKS LARGE TYPE	50.27	50.27	1.67%	2,949.73	3,000.00	98.32%
61120	BOOKS NF	1,312.28	1,312.28	8.74%	13,687.72	15,000.00	91.25%
61130	BOOKS SPANISH	262.53	262.53	6.56%	3,737.47	4,000.00	93.44%
61330	AUDIOBOOKS	643.84	643.84	9.19%	6,356.16	7,000.00	90.80%
61350	MUSIC	182.69	182.69	3.65%	4,817.31	5,000.00	96.35%
61400	DVD	1,375.87	1,375.87	8.09%	15,624.13	17,000.00	91.91%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
15	TEEN						
61100	BOOKS	259.11	259.11	3.98%	6,240.89	6,500.00	96.01%
61130	BOOKS SPANISH	130.09	130.09	4.33%	2,869.91	3,000.00	95.66%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
61330	AUDIOBOOKS	49.98	49.98	1.66%	2,950.02	3,000.00	98.33%
20	YOUTH SERVICES						
61100	BOOKS	893.00	893.00	1.65%	53,107.00	54,000.00	98.35%
61130	BOOKS SPANISH	402.60	402.60	5.03%	7,597.40	8,000.00	94.97%
61330	AUDIOBOOKS	33.99	33.99	2.26%	1,466.01	1,500.00	97.73%
61350	MUSIC	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
61400	DVD	184.42	184.42	1.84%	9,815.58	10,000.00	98.16%
61700	NONTRADITIONAL MATERIALS	11.80	11.80	0.39%	2,988.20	3,000.00	99.61%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	0.00	0.00	0.00%	1,100.00	1,100.00	100.00%
61600	GAMES	332.43	332.43	6.64%	4,667.57	5,000.00	93.35%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	1,560.91	1,560.91	15.60%	8,439.09	10,000.00	84.39%
61120	BOOKS NF	142.77	142.77	4.75%	2,857.23	3,000.00	95.24%
61400	DVD	245.86	245.86	6.14%	3,754.14	4,000.00	93.85%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
15	TEEN						
61100	BOOKS	420.96	420.96	10.52%	3,579.04	4,000.00	89.48%
61330	AUDIOBOOKS	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
20	YOUTH SERVICES						
61100	BOOKS	600.33	600.33	3.15%	18,399.67	19,000.00	96.84%
61130	BOOKS SPANISH	58.43	58.43	2.92%	1,941.57	2,000.00	97.08%
61400	DVD	269.88	269.88	8.99%	2,730.12	3,000.00	91.00%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
	Total LIBRARY MATERIALS	60,696.56	60,696.56	14.80%	349,303.44	410,000.00	85.20%
51	LIBRARY OPERATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	17.99	17.99	0.59%	2,982.01	3,000.00	99.40%
70900	SUPPLIES	384.59	384.59	2.74%	13,615.41	14,000.00	97.25%
73225	PUBLIC LIABILITY INS	1,807.25	1,807.25	7.53%	22,192.75	24,000.00	92.47%
73230	TRANSPORTATION REIMBURSEMENT	324.57	324.57	8.11%	3,675.43	4,000.00	91.89%
73240	BOARD EXPENSES	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73241	LEGAL NOTICES FEES	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget	
	73242	MEMBERSHIPS	1,515.00	1,515.00	49.26%	1,560.00	3,075.00	50.73%
	73245	BACKGROUND CHECK FEES	27.00	27.00	3.37%	773.00	800.00	96.63%
	73250	BANK CHARGES	132.26	132.26	3.50%	3,639.74	3,772.00	96.49%
	73255	INVESTMENT FEES	648.90	648.90	9.27%	6,351.10	7,000.00	90.73%
	73258	MATERIALS RECOVERY FEE	71.60	71.60	2.86%	2,428.40	2,500.00	97.14%
	73260	LOST & PAID FORWARDING	15.36	15.36	1.53%	984.64	1,000.00	98.46%
	73280	COST OF ITEMS SOLD	0.00	0.00	0.00%	500.00	500.00	100.00%
	73281	SALES TAX EXPENSE	0.00	0.00	0.00%	50.00	50.00	100.00%
	73285	REIMBURSED PURCHASES	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
	73290	HOSPITALITY	0.00	0.00	0.00%	1,250.00	1,250.00	100.00%
	76500	CASH UNDER	1.00	1.00	0.40%	249.00	250.00	99.60%
	79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	6,380.00	6,380.00	100.00%
05		ADMINISTRATION						
	73242	MEMBERSHIPS	500.00	500.00	18.72%	2,170.00	2,670.00	81.27%
10		ADULT & TEEN SERVICES						
	70900	SUPPLIES	0.00	0.00	0.00%	13,000.00	13,000.00	100.00%
30		PUBLIC SERVICE						
	70900	SUPPLIES	103.09	103.09	0.98%	10,321.91	10,425.00	99.01%
60		PATS						
	73242	MEMBERSHIPS	0.00	0.00	0.00%	220.00	220.00	100.00%
90		FACILITIES						
	70900	SUPPLIES	495.10	495.10	4.95%	9,504.90	10,000.00	95.05%
1		Dundee Library						
	00	DEPARTMENT-WIDE						
	73215	COPIER/PRINT EXPENSE	255.30	255.30	1.41%	17,744.70	18,000.00	98.58%
	73520	PLANT OPERATION	70.57	70.57	0.28%	24,929.43	25,000.00	99.72%
10		ADULT & TEEN SERVICES						
	73242	MEMBERSHIPS	0.00	0.00	0.00%	750.00	750.00	100.00%
20		YOUTH SERVICES						
	73242	MEMBERSHIPS	0.00	0.00	0.00%	500.00	500.00	100.00%
70		ACCOUNT SERVICES						
	73242	MEMBERSHIPS	0.00	0.00	0.00%	250.00	250.00	100.00%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	73215	COPIER/PRINT EXPENSE	55.58	55.58	2.77%	1,944.42	2,000.00	97.22%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
73505	RENT EXPENSE	5,407.50	5,407.50	8.33%	59,482.50	64,890.00	91.67%
80	RANDALL OAKS						
73242	MEMBERSHIPS	0.00	0.00	0.00%	500.00	500.00	100.00%
	Total LIBRARY OPERATIONS	11,832.66	11,832.66	5.06%	221,949.34	233,782.00	94.94%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	2,000.00	2,000.00	20.00%	8,000.00	10,000.00	80.00%
70900	SUPPLIES	1,253.20	1,253.20	15.28%	6,946.80	8,200.00	84.72%
73010	NEWSLETTER	0.00	0.00	0.00%	19,200.00	19,200.00	100.00%
73020	OUTSIDE PRINTING	243.28	243.28	8.10%	2,756.72	3,000.00	91.89%
73290	HOSPITALITY	0.00	0.00	0.00%	200.00	200.00	100.00%
	Total PUBLIC RELATIONS	3,496.48	3,496.48	8.61%	37,103.52	40,600.00	91.39%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
73151	SUMMER READING	1,360.61	1,360.61	8.50%	14,639.39	16,000.00	91.50%
73152	WINTER READING	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
73155	LICENSING	1,175.18	1,175.18	69.12%	524.82	1,700.00	30.87%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	26.98	26.98	1.07%	2,473.02	2,500.00	98.92%
73150	PERFORMERS	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
15	TEEN						
70900	SUPPLIES	232.27	232.27	15.48%	1,267.73	1,500.00	84.52%
20	YOUTH SERVICES						
70900	SUPPLIES	1,307.63	1,307.63	10.05%	11,692.37	13,000.00	89.94%
73150	PERFORMERS	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
	Total GENERAL PROGRAMMING	4,102.67	4,102.67	9.39%	39,597.33	43,700.00	90.61%
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	485.50	485.50	6.78%	6,674.50	7,160.00	93.22%
73320	CCS SHARED COST	0.00	0.00	0.00%	54,099.00	54,099.00	100.00%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget	
	73330	CONSULTING - COMPUTER SERVICES	1,743.75	1,743.75	11.62%	13,256.25	15,000.00	88.38%
	73340	SOFTWARE	263.00	263.00	1.42%	18,237.00	18,500.00	98.58%
	73350	INTERNET LINES	812.06	812.06	6.01%	12,687.94	13,500.00	93.98%
1		Dundee Library						
	00	DEPARTMENT-WIDE						
	73350	INTERNET LINES	151.85	151.85	5.06%	2,848.15	3,000.00	94.94%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	73350	INTERNET LINES	151.85	151.85	5.06%	2,848.15	3,000.00	94.94%
		Total COMPUTER	3,608.01	3,608.01	3.16%	110,650.99	114,259.00	96.84%
55		PROFESSIONAL FEES						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	73246	PAYROLL SERVICE	717.52	717.52	7.17%	9,282.48	10,000.00	92.82%
	73410	LEGAL FEES	0.00	0.00	0.00%	15,000.00	15,000.00	100.00%
	73420	AUDIT EXPENSE	0.00	0.00	0.00%	9,875.00	9,875.00	100.00%
		Total PROFESSIONAL FEES	717.52	717.52	2.06%	34,157.48	34,875.00	97.94%
61		MAINTENANCE						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	0.00	0.00%	10,400.00	10,400.00	100.00%
	73310	CATALOGING - COMPUTER SERVICE	0.00	0.00	0.00%	6,790.00	6,790.00	100.00%
	73530	EQUIPMENT MAINT	0.00	0.00	0.00%	1,300.00	1,300.00	100.00%
	73640	FUEL	41.85	41.85	4.18%	958.15	1,000.00	95.81%
	79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
1		Dundee Library						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	0.00	0.00%	27,105.00	27,105.00	100.00%
	73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	30,000.00	30,000.00	100.00%
	73530	EQUIPMENT MAINT	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
	73540	CONTRACTS: BUILDING MAINTENANCE	1,162.24	1,162.24	1.97%	57,667.76	58,830.00	98.02%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	0.00	0.00%	18,945.00	18,945.00	100.00%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget	
	73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	500.00	500.00	100.00%
	73530	EQUIPMENT MAINT	0.00	0.00	0.00%	300.00	300.00	100.00%
		Total MAINTENANCE	1,204.09	1,204.09	0.76%	156,965.91	158,170.00	99.24%
65		UTILITIES						
0		District Wide						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	91.80	91.80	2.56%	3,488.20	3,580.00	97.44%
1		Dundee Library						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	1,154.56	1,154.56	8.81%	11,945.44	13,100.00	91.19%
	73610	ELECTRICITY	3,120.30	3,120.30	7.80%	36,879.70	40,000.00	92.20%
	73620	WATER AND SEWER	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
	73630	GAS	36.19	36.19	0.72%	4,963.81	5,000.00	99.28%
2		Randall Oaks						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	175.25	175.25	7.96%	2,024.75	2,200.00	92.03%
		Total UTILITIES	4,578.10	4,578.10	6.65%	64,301.90	68,880.00	93.35%
70		CAPITAL EXPENSE						
0		District Wide						
00		DEPARTMENT-WIDE						
	73270	FURNITURE & EQUIP	0.00	0.00	0.00%	11,200.00	11,200.00	100.00%
	73300	COMPUTER EQUIPMENT	4,490.06	4,490.06	16.59%	22,559.94	27,050.00	83.40%
1		Dundee Library						
10		ADULT & TEEN SERVICES						
	73270	FURNITURE & EQUIP	0.00	0.00	0.00%	6,600.00	6,600.00	100.00%
		Total CAPITAL EXPENSE	4,490.06	4,490.06	10.01%	40,359.94	44,850.00	89.99%
		Total Expenditures	171,743.66	171,743.66	5.16%	3,155,708.34	3,327,452.00	94.84%
		Net Increase(Decrease) in Fund Balance	1,496,264.33	1,496,264.33	1,481.93%	(1,395,297.33)	100,967.00	1,381.93%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
20 - FICA
From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	57,293.07	57,293.07	52.08%	52,706.93	110,000.00	(47.92)%
44010	INT & DIV INCOME	123.12	123.12	24.62%	376.88	500.00	(75.38)%
	Total REVENUES	<u>57,416.19</u>	<u>57,416.19</u>	<u>51.96%</u>	<u>53,083.81</u>	<u>110,500.00</u>	<u>(48.04)%</u>
	Total Revenues	<u>57,416.19</u>	<u>57,416.19</u>	<u>51.96%</u>	<u>53,083.81</u>	<u>110,500.00</u>	<u>(48.04)%</u>
Expenditures							
15	PERSONNEL						
	SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52212	FICA / MEDICARE	10,470.44	10,470.44	7.47%	129,529.56	140,000.00	92.52%
	Total PERSONNEL SERVICES/BENEFITS	<u>10,470.44</u>	<u>10,470.44</u>	<u>7.48%</u>	<u>129,529.56</u>	<u>140,000.00</u>	<u>92.52%</u>
	Total Expenditures	<u>10,470.44</u>	<u>10,470.44</u>	<u>7.48%</u>	<u>129,529.56</u>	<u>140,000.00</u>	<u>92.52%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>46,945.75</u></u>	<u><u>46,945.75</u></u>	<u><u>(159.13)%</u></u>	<u><u>(76,445.75)</u></u>	<u><u>(29,500.00)</u></u>	<u><u>(259.14)%</u></u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
30 - IMRF
From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	62,502.53	62,502.53	52.08%	57,497.47	120,000.00	(47.91)%
44010	INT & DIV INCOME	188.13	188.13	37.62%	311.87	500.00	(62.37)%
	Total REVENUES	<u>62,690.66</u>	<u>62,690.66</u>	<u>52.03%</u>	<u>57,809.34</u>	<u>120,500.00</u>	<u>(47.97)%</u>
	Total Revenues	<u>62,690.66</u>	<u>62,690.66</u>	<u>52.03%</u>	<u>57,809.34</u>	<u>120,500.00</u>	<u>(47.97)%</u>
	Expenditures						
15	PERSONNEL						
	SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52121	IMRF	10,804.19	10,804.19	6.75%	149,195.81	160,000.00	93.25%
	Total PERSONNEL SERVICES/BENEFITS	<u>10,804.19</u>	<u>10,804.19</u>	<u>6.75%</u>	<u>149,195.81</u>	<u>160,000.00</u>	<u>93.25%</u>
	Total Expenditures	<u>10,804.19</u>	<u>10,804.19</u>	<u>6.75%</u>	<u>149,195.81</u>	<u>160,000.00</u>	<u>93.25%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>51,886.47</u></u>	<u><u>51,886.47</u></u>	<u><u>(131.35)%</u></u>	<u><u>(91,386.47)</u></u>	<u><u>(39,500.00)</u></u>	<u><u>(231.36)%</u></u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	639.23	639.23	1.59%	39,360.77	40,000.00	(98.40)%
	Total REVENUES	639.23	639.23	1.60%	39,360.77	40,000.00	(98.40)%
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
40000	TRANSFER IN	0.00	0.00	0.00%	118,336.00	118,336.00	(100.00)%
	Total TRANSFERS BETWEEN FUNDS	0.00	0.00	0.00%	118,336.00	118,336.00	(100.00)%
	Total Revenues	639.23	639.23	0.40%	157,696.77	158,336.00	(99.60)%
Expenditures							
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	511.98	511.98	1.89%	26,488.02	27,000.00	98.10%
73340	SOFTWARE	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
	Total COMPUTER	511.98	511.98	1.38%	36,488.02	37,000.00	98.62%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73430	OTHER PROF FEES	0.00	0.00	0.00%	54,803.00	54,803.00	100.00%
	Total PROFESSIONAL FEES	0.00	0.00	0.00%	54,803.00	54,803.00	100.00%
61	MAINTENANCE						
1	Dundee Library						
00	DEPARTMENT-WIDE						
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	24,000.00	24,000.00	100.00%
	Total MAINTENANCE	0.00	0.00	0.00%	24,000.00	24,000.00	100.00%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	85,000.00	85,000.00	100.00%
	Total CAPITAL EXPENSE	0.00	0.00	0.00%	85,000.00	85,000.00	100.00%
	Total Expenditures	511.98	511.98	0.25%	200,291.02	200,803.00	99.75%

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY1920
 70 - CAPITAL PROJECTS/SPECIAL RESERVE
 From 7/1/2019 Through 7/31/2019

	Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Net Increase(Decrease) in Fund Balance	<u>127.25</u>	<u>127.25</u>	<u>(0.29)%</u>	<u>(42,594.25)</u>	<u>(42,467.00)</u>	(100.30)%

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY1920
 80 - WORKING CASH
 From 7/1/2019 Through 7/31/2019

	Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues						
00 REVENUES						
0 District Wide						
00 DEPARTMENT-WIDE						
44010 INT & DIV INCOME	0.00	0.00	0.00%	1,500.00	1,500.00	(100.00)%
Total REVENUES	0.00	0.00	0.00%	1,500.00	1,500.00	(100.00)%
Total Revenues	0.00	0.00	0.00%	1,500.00	1,500.00	(100.00)%
Net Increase(Decrease) in Fund Balance	0.00	0.00	0.00%	1,500.00	1,500.00	(100.00)%

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY1920
 90 - DONATION / GIFT
 From 7/1/2019 Through 7/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	12.70	12.70	0.31%	3,987.30	4,000.00	(99.68)%
49010	MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00	(100.00)%
	Total REVENUES	<u>12.70</u>	<u>12.70</u>	<u>0.14%</u>	<u>8,987.30</u>	<u>9,000.00</u>	<u>(99.86)%</u>
	Total Revenues	<u>12.70</u>	<u>12.70</u>	<u>0.14%</u>	<u>8,987.30</u>	<u>9,000.00</u>	<u>(99.86)%</u>
	Net Increase(Decrease) in Fund Balance	<u>12.70</u>	<u>12.70</u>	<u>0.14%</u>	<u>8,987.30</u>	<u>9,000.00</u>	<u>(99.86)%</u>

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - Budget v Actual Revenues FY1920
From 7/1/2019 Through 7/31/2019

	Month Activity	Year Activity	Percent Budget Used FY1920	Total Budget - FY1920 Working Budget	Budget \$ Remaining FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues						
43010	TAX LEVY	1,770,107.84	1,770,107.84	52.08%	3,398,496.00	1,628,388.16 (47.91)%
43020	PPRT	7,583.34	7,583.34	16.85%	45,000.00	37,416.66 (83.15)%
44010	INT & DIV INCOME	4,647.47	4,647.47	5.37%	86,500.50	81,853.03 (94.63)%
45010	PER CAPITA GRANT	0.00	0.00	0.00%	86,672.50	86,672.50 (100.00)%
45011	E-RATE GRANT	0.00	0.00	0.00%	7,500.00	7,500.00 (100.00)%
45020	OTHER GRANTS	0.00	0.00	0.00%	2,000.00	2,000.00 (100.00)%
46020	FINES & FEES	1,817.30	1,817.30	18.17%	10,000.00	8,182.70 (81.83)%
46030	LOST & DAMAGED	455.84	455.84	9.11%	5,000.00	4,544.16 (90.88)%
46110	MEETING RM RENTAL	0.00	0.00	0.00%	100.00	100.00 (100.00)%
46200	PRINT/COPY REVENUE	1,588.10	1,588.10	5.29%	30,000.00	28,411.90 (94.71)%
46210	FAX REVENUE	278.00	278.00	9.26%	3,000.00	2,722.00 (90.73)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	30.60	30.60	7.65%	400.00	369.40 (92.35)%
46400	MISCELLANEOUS INCOME	115.22	115.22	0.00%	0.00	(115.22) 0.00%
46450	REIMBURSEMENTS	680.00	680.00	6.80%	10,000.00	9,320.00 (93.20)%
46500	CASH OVER	26.06	26.06	10.42%	250.00	223.94 (89.58)%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	1,437.00	1,437.00	7.18%	20,000.00	18,563.00 (92.81)%
49010	MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00 (100.00)%
	Total Revenues	<u>1,788,766.77</u>	<u>1,788,766.77</u>	<u>48.22%</u>	<u>3,709,919.00</u>	<u>1,921,152.23</u> (51.78)%
	Net Increase(Decrease) in Fund Balance	<u>1,788,766.77</u>	<u>1,788,766.77</u>	<u>48.21%</u>	<u>3,709,919.00</u>	<u>1,921,152.23</u> (51.78)%

Fox River Valley Public Library District
 Expenditure Summary - All Funds Combined - Budget v Actual Expenditures FY1920
 From 7/1/2019 Through 7/31/2019

Attachment to Exhibit A.1.e - July

	Month Activity	Year Activity	FY1920 Percent Used	Total Budget - FY1920 Working Budget	FY1920 \$ Remaining	FY1920 Percent Remaining
Expenditures						
15	Personnel Expenses					
15	98,292.14	98,292.14	4.16%	2,360,000.00	2,261,707.86	95.83%
	PERSONNEL SERVICES/BENEFITS					
	98,292.14	98,292.14	4.16%	2,360,000.00	2,261,707.86	95.84%
20	Library Materials					
20	60,696.56	60,696.56	14.80%	410,000.00	349,303.44	85.19%
	LIBRARY MATERIALS					
	60,696.56	60,696.56	14.80%	410,000.00	349,303.44	85.20%
50	Operating Expenses					
51	11,832.66	11,832.66	5.06%	233,782.00	221,949.34	94.93%
52	3,496.48	3,496.48	8.61%	40,600.00	37,103.52	91.38%
53	4,102.67	4,102.67	9.38%	43,700.00	39,597.33	90.61%
54	4,119.99	4,119.99	2.72%	151,259.00	147,139.01	97.27%
55	717.52	717.52	0.80%	89,678.00	88,960.48	99.19%
	PROFESSIONAL FEES					
	24,269.32	24,269.32	4.34%	559,019.00	534,749.68	95.66%
	Total Operating Expenses					
60	Building Expenses					
61	1,204.09	1,204.09	0.66%	182,170.00	180,965.91	99.33%
65	4,578.10	4,578.10	6.64%	68,880.00	64,301.90	93.35%
	UTILITIES					
	5,782.19	5,782.19	2.30%	251,050.00	245,267.81	97.70%
	Total Building Expenses					
70	Capital Expense					
70	4,490.06	4,490.06	3.45%	129,850.00	125,359.94	96.54%
	CAPITAL EXPENSE					
	4,490.06	4,490.06	3.46%	129,850.00	125,359.94	96.54%
	Total Capital Expense					
	193,530.27	193,530.27	5.22%	3,709,919.00	3,516,388.73	94.78%
	Total Expenditures					
	(193,530.27)	(193,530.27)	5.21%	(3,709,919.00)	(3,516,388.73)	94.78%
	Net Increase(Decrease) in Fund Balance					

Fox River Valley Public Library District
 Expenditure Summary - All Funds Combined - Budget v Actual Expenses by Location FY1920
 From 7/1/2019 Through 7/31/2019

Attachment to Exhibit A.1.f - July

		Month Activity	Year Activity	FY1920 Percent Used	Total Budget - FY1920 Working Budget	FY1920 Budget \$ Remaining	FY1920 Budget % Remaining
	Expenditures						
0	District Wide						
15	Personnel Expenses	60,635.90	60,635.90	5.07%	1,193,844.00	1,133,208.10	94.92%
20	Library Materials	47,072.18	47,072.18	30.00%	156,900.00	109,827.82	69.99%
50	Operating Expenses	16,609.79	16,609.79	3.97%	418,129.00	401,519.21	96.02%
60	Building Expenses	133.65	133.65	0.55%	24,070.00	23,936.35	99.44%
70	Capital Expense	4,490.06	4,490.06	3.64%	123,250.00	118,759.94	96.35%
	Total District Wide	<u>128,941.58</u>	<u>128,941.58</u>	<u>6.73%</u>	<u>1,916,193.00</u>	<u>1,787,251.42</u>	<u>93.27%</u>
1	Dundee Library						
15	Personnel Expenses	32,278.32	32,278.32	3.21%	1,004,428.00	972,149.68	96.78%
20	Library Materials	9,992.81	9,992.81	5.08%	196,500.00	186,507.19	94.91%
50	Operating Expenses	2,044.60	2,044.60	2.94%	69,500.00	67,455.40	97.05%
60	Building Expenses	5,473.29	5,473.29	2.66%	205,035.00	199,561.71	97.33%
70	Capital Expense	0.00	0.00	0.00%	6,600.00	6,600.00	100.00%
	Total Dundee Library	<u>49,789.02</u>	<u>49,789.02</u>	<u>3.36%</u>	<u>1,482,063.00</u>	<u>1,432,273.98</u>	<u>96.64%</u>
2	Randall Oaks						
15	Personnel Expenses	5,377.92	5,377.92	3.32%	161,728.00	156,350.08	96.67%
20	Library Materials	3,631.57	3,631.57	6.41%	56,600.00	52,968.43	93.58%
50	Operating Expenses	5,614.93	5,614.93	7.86%	71,390.00	65,775.07	92.13%
60	Building Expenses	175.25	175.25	0.79%	21,945.00	21,769.75	99.20%
	Total Randall Oaks	<u>14,799.67</u>	<u>14,799.67</u>	<u>4.75%</u>	<u>311,663.00</u>	<u>296,863.33</u>	<u>95.25%</u>
	Total Expenditures	<u>193,530.27</u>	<u>193,530.27</u>	<u>5.22%</u>	<u>3,709,919.00</u>	<u>3,516,388.73</u>	<u>94.78%</u>
	Net Increase(Decrease) in Fund Balance	<u>(193,530.27)</u>	<u>(193,530.27)</u>	<u>5.21%</u>	<u>(3,709,919.00)</u>	<u>(3,516,388.73)</u>	<u>94.78%</u>

Fox River Valley Public Library District
Balance Sheet
As of 7/31/2019

Attachment to Exhibit A.1.g - July

		Current Year
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	1,931,765.86
20	FICA	67,967.89
30	IMRF	104,204.17
70	CAPITAL PROJECTS/SPECIAL RESERVE	337,079.92
80	WORKING CASH	338.92
90	DONATION / GIFT	6,264.20
	Total Checking Accounts	2,447,620.96
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	780,974.95
70	CAPITAL PROJECTS/SPECIAL RESERVE	3,007,367.18
80	WORKING CASH	152,465.15
90	DONATION / GIFT	240,226.91
	Total Investments	4,181,034.19
	Total Cash and Investments	6,629,089.15
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	32,445.00
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	11,598.75
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	31,969.43
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	52.00
14100	ACCRUED INTEREST RECEIVABLE	
10	GENERAL/CORPORATE	199.21
70	CAPITAL PROJECTS/SPECIAL RESERVE	767.11
80	WORKING CASH	38.89
90	DONATION / GIFT	61.28
14300	GRANT RECEIVABLES	
10	GENERAL/CORPORATE	86,672.50
14500	PROPERTY TAX RECEIVABLES	
10	GENERAL/CORPORATE	1,518,183.57
20	FICA	52,707.21
30	IMRF	57,497.78
	Total Other Assets	1,792,192.73
	Total Assets	8,421,281.88
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	2,990.61
22054	CREDIT CARD PAYABLE HARO	
10	GENERAL/CORPORATE	41.85
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	97.53
22062	CREDIT CARD PAYABLE PACINI	
10	GENERAL/CORPORATE	83.70
22064	CREDIT CARD PAYABLE ROSENTHAL	
10	GENERAL /CORPORATE	204.77

Fox River Valley Public Library District

Attachment to Exhibit A.1.g - July

Balance Sheet
As of 7/31/2019

		<u>Current Year</u>
22076	CREDIT CARD PAYABLE CORTES	
10	GENERAL/CORPORATE	473.45
22079	CREDIT CARD PAYABLE REDDING	
10	GENERAL/CORPORATE	5.96
22080	CREDIT CARD PAYABLE POWESIAK	
10	GENERAL/CORPORATE	10.00
22084	CREDIT CARD PAYABLE SABALA	
10	GENERAL/CORPORATE	211.78
27800	DEFERRED GRANTS	
10	GENERAL/CORPORATE	86,672.50
27900	DEFERRED TAXES	
10	GENERAL/CORPORATE	1,518,183.57
20	FICA	52,707.21
30	IMRF	<u>57,497.78</u>
	Total Liabilities	1,719,180.71
	Fund Balance	
10	GENERAL/CORPORATE	2,785,319.55
20	FICA	67,967.89
30	IMRF	104,204.17
70	CAPITAL PROJECTS/SPECIAL RESERVE	3,345,214.21
80	WORKING CASH	152,842.96
90	DONATION / GIFT	<u>246,552.39</u>
	Total Fund Balance	<u>6,702,101.17</u>
	Total Liabilities and Fund Balance	<u><u>8,421,281.88</u></u>

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 8/1/2019 Through 8/31/2019

Vendor Name	Check Number	Effective Date	Check Amount
Ziegler's Ace Hardware	42561	8/21/2019	536.11
Advanced Disposal	42562	8/21/2019	168.00
SYNCB/AMAZON	42563	8/21/2019	978.89
AT&T	42564	8/21/2019	274.44
AT & T Mobility	42565	8/21/2019	89.55
Baker & Taylor	42567	8/21/2019	5,554.46
Breakroom Solutions	42568	8/21/2019	116.28
Brodart Co.	42569	8/21/2019	467.27
Cooperative Computer Services	42570	8/21/2019	17,372.32
CDS Office Technologies	42571	8/21/2019	341.10
Comcast	42572	8/21/2019	408.42
Comcast	42573	8/21/2019	1,222.22
ComEd	42574	8/21/2019	3,839.55
Comprise Technologies, Inc.	42575	8/21/2019	9,563.50
Demco, Inc.	42576	8/21/2019	124.17
Ehlers Investment Partners, LLC	42577	8/21/2019	673.84
Elgin Key & Lock Co., Inc.	42578	8/21/2019	176.90
Garveys Office Products	42579	8/21/2019	1,262.97
Hall Pass	42580	8/21/2019	9.00
Illinois Library Association	42581	8/21/2019	450.00
INGRAM Library Services	42582	8/21/2019	1,187.05
KONE, INC	42583	8/21/2019	268.24
Midwest Tape Exchange, Inc.	42584	8/21/2019	2,195.78
Nicor Gas	42585	8/21/2019	59.18
North Suburban Digital Consortium	42586	8/21/2019	14,625.00
OTC Brands, Inc.	42587	8/21/2019	68.14
Paddock Publications, Inc.	42588	8/21/2019	56.35
Plano Public Library System	42589	8/21/2019	6.99
Prairie State Story League	42590	8/21/2019	20.00
Sebert Landscaping Inc.	42591	8/21/2019	525.00
Technology Management Rev Fund	42592	8/21/2019	427.50
Unique Management Services, Inc.	42593	8/21/2019	62.65
Village of East Dundee	42594	8/21/2019	639.86
Cardmember Service	42595	8/21/2019	2,225.70
W.T. Cox Subscriptions, Inc.	42596	8/21/2019	4,122.22
Wellness Insurance Network	42597	8/21/2019	14,025.66
Paylocity Payroll	DD201908-01	8/2/2019	235.35
Paylocity Payroll	DD201908-02	8/16/2019	438.87
Paylocity Payroll	DD201908-03	8/30/2019	282.60
Illinois Municipal Retirement	DD201908-04	8/30/2019	24,987.73
	Total 10100 - BANK ACCOUNTS		110,088.86
Report Total			110,088.86

Fox River Valley Public Library District
 Check/Voucher Register - AP & Payroll Complete
 10100 - BANK ACCOUNTS
 From 08/01/2019 Through 08/31/19

Page 1 Total

110,088.86

<u>MONTHLY PAYROLL EXPENSE</u>	
GROSS PAYROLL- August (3 Payrolls)	204,469.62
<u>LESS EMPLOYEE PORTION:</u>	
MEDICAL INSURANCE	1,675.76
DENTAL INSURANCE	133.96
I.M.R.F	8,971.46
<u>PLUS EMPLOYER PORTION:</u>	
I.M.R.F	16,016.27
MEDICARE/F.I.C.A.	10,470.44
TOTAL PAYROLL EXPENSE	<u>220,175.15</u>
*Minus IMRF Employer Portion Direct Debit	<u>(16,016.27)</u>
	<u>204,158.88</u>

204,158.88314,247.74

Grand Total

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	34,553.89	1,684,866.13	53.17%	1,483,629.87	3,168,496.00	(46.82)%
43020	PPRT	909.71	8,493.05	18.87%	36,506.95	45,000.00	(81.13)%
44010	INT & DIV INCOME	4,301.11	7,985.40	19.96%	32,015.10	40,000.50	(80.04)%
45010	PER CAPITA GRANT	0.00	0.00	0.00%	86,672.50	86,672.50	(100.00)%
45011	E-RATE GRANT	0.00	0.00	0.00%	7,500.00	7,500.00	(100.00)%
45020	OTHER GRANTS	0.00	0.00	0.00%	2,000.00	2,000.00	(100.00)%
46020	FINES & FEES	1,902.02	3,719.32	37.19%	6,280.68	10,000.00	(62.81)%
46030	LOST & DAMAGED	323.61	779.45	15.58%	4,220.55	5,000.00	(84.41)%
46400	MISCELLANEOUS INCOME	225.62	340.84	0.00%	(340.84)	0.00	0.00%
46450	REIMBURSEMENTS	0.00	680.00	6.80%	9,320.00	10,000.00	(93.20)%
46500	CASH OVER	2.21	28.27	11.30%	221.73	250.00	(88.69)%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	1,437.00	2,874.00	14.37%	17,126.00	20,000.00	(85.63)%
1	Dundee Library						
00	DEPARTMENT-WIDE						
46110	MEETING RM RENTAL	0.00	0.00	0.00%	100.00	100.00	(100.00)%
46200	PRINT/COPY REVENUE	1,518.40	2,879.15	12.79%	19,620.85	22,500.00	(87.20)%
46210	FAX REVENUE	339.00	617.00	27.42%	1,633.00	2,250.00	(72.58)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	23.30	53.90	17.96%	246.10	300.00	(82.03)%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
46200	PRINT/COPY REVENUE	134.40	361.75	4.82%	7,138.25	7,500.00	(95.18)%
46210	FAX REVENUE	0.00	0.00	0.00%	750.00	750.00	(100.00)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	0.00	0.00%	100.00	100.00	(100.00)%
	Total REVENUES	<u>45,670.27</u>	<u>1,713,678.26</u>	<u>49.98%</u>	<u>1,714,740.74</u>	<u>3,428,419.00</u>	<u>(50.02)%</u>
	Total Revenues	<u>45,670.27</u>	<u>1,713,678.26</u>	<u>49.98%</u>	<u>1,714,740.74</u>	<u>3,428,419.00</u>	<u>(50.02)%</u>
Expenditures							
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
70000	TRANSFER OUT	0.00	0.00	0.00%	118,336.00	118,336.00	100.00%

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY1920
 10 - GENERAL/CORPORATE
 From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
	Total TRANSFERS BETWEEN FUNDS	0.00	0.00	0.00%	118,336.00	118,336.00	100.00%
15	PERSONNEL SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	10,778.94	20,573.89	13.71%	129,426.11	150,000.00	86.28%
52122	REIMBURSED INS	1,437.00	2,874.00	14.37%	17,126.00	20,000.00	85.63%
52123	WORKERS COMP	512.50	1,025.00	17.08%	4,975.00	6,000.00	82.92%
52124	UNEMPLOYMENT INS	0.00	1,815.02	24.20%	5,684.98	7,500.00	75.80%
52130	STAFF DEVELOPMENT	299.00	299.00	9.96%	2,701.00	3,000.00	90.03%
52150	DIRECTOR'S CONF	0.00	0.00	0.00%	4,000.00	4,000.00	100.00%
52160	TUITION REIMB	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73295	MEETING EXPENSE	156.45	359.35	11.97%	2,640.65	3,000.00	88.02%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	4,050.00	4,050.00	100.00%
05	ADMINISTRATION						
52100	SALARIES	34,889.04	46,336.61	14.99%	262,606.39	308,943.00	85.00%
52130	STAFF DEVELOPMENT	445.00	445.00	13.69%	2,805.00	3,250.00	86.31%
40	PUBLIC RELATIONS						
52100	SALARIES	7,192.74	9,569.54	15.22%	53,298.46	62,868.00	84.78%
50	IT / NETWORK						
52100	SALARIES	10,619.54	13,978.34	15.19%	78,035.66	92,014.00	84.81%
60	PATS						
52100	SALARIES	13,917.67	18,263.88	15.06%	103,003.12	121,267.00	84.94%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
90	FACILITIES						
52100	SALARIES	11,767.31	15,836.83	15.23%	88,115.17	103,952.00	84.77%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	40,007.14	52,900.42	15.05%	298,496.58	351,397.00	84.95%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	6,000.00	6,000.00	100.00%
20	YOUTH SERVICES						
52100	SALARIES	34,420.60	43,452.89	14.51%	255,907.11	299,360.00	85.48%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	4,700.00	4,700.00	100.00%
70	ACCOUNT SERVICES						
52100	SALARIES	30,217.93	39,220.20	12.92%	264,124.80	303,345.00	87.07%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
75	SHELVERS						
52100	SALARIES	4,283.43	5,633.91	14.97%	31,992.09	37,626.00	85.03%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	17,154.22	22,532.14	14.15%	136,695.86	159,228.00	85.85%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
	Total PERSONNEL SERVICES/BENEFITS	218,098.51	295,116.02	14.33%	1,764,883.98	2,060,000.00	85.67%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	423.91	570.80	6.34%	8,429.20	9,000.00	93.66%
61500	DATABASES	2,200.25	33,764.66	56.27%	26,235.34	60,000.00	43.73%
61510	EBOOKS	15,424.94	17,532.85	43.99%	22,317.15	39,850.00	56.00%
61520	DOWNLOADABLE MEDIA	1,997.08	12,359.53	47.53%	13,640.47	26,000.00	52.46%
64100	PROC FEES BOOKS	162.50	358.15	8.95%	3,641.85	4,000.00	91.05%
64200	PROC FEES AV	718.15	1,218.30	15.22%	6,781.70	8,000.00	84.77%
64500	ONLINE ORDERING FEE	0.00	0.00	0.00%	1,900.00	1,900.00	100.00%
69990	CONTINGENT-LIBRARY MATERIALS	0.00	0.00	0.00%	5,700.00	5,700.00	100.00%
05	ADMINISTRATION						
61120	BOOKS NF	0.00	416.00	92.44%	34.00	450.00	7.56%
61200	PERIODICALS	0.00	1,778.72	88.93%	221.28	2,000.00	11.06%
1	Dundee Library						
00	DEPARTMENT-WIDE						
61117	BOOKS LEASED	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
61200	PERIODICALS	3,694.60	3,694.60	67.17%	1,805.40	5,500.00	32.83%
61600	GAMES	952.67	2,633.81	17.55%	12,366.19	15,000.00	82.44%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	2,418.98	4,938.18	18.28%	22,061.82	27,000.00	81.71%
61111	BOOKS LARGE TYPE	36.09	86.36	2.87%	2,913.64	3,000.00	97.12%
61120	BOOKS NF	729.55	2,041.83	13.61%	12,958.17	15,000.00	86.39%
61130	BOOKS SPANISH	294.74	557.27	13.93%	3,442.73	4,000.00	86.07%
61330	AUDIOBOOKS	742.83	1,386.67	19.80%	5,613.33	7,000.00	80.19%
61350	MUSIC	307.99	490.68	9.81%	4,509.32	5,000.00	90.19%
61400	DVD	1,677.01	3,052.88	17.95%	13,947.12	17,000.00	82.04%
61700	NONTRADITIONAL MATERIALS	237.82	237.82	4.75%	4,762.18	5,000.00	95.24%
15	TEEN						
61100	BOOKS	502.44	761.55	11.71%	5,738.45	6,500.00	88.28%
61130	BOOKS SPANISH	50.86	180.95	6.03%	2,819.05	3,000.00	93.97%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
61330	AUDIOBOOKS	0.00	49.98	1.66%	2,950.02	3,000.00	98.33%
20	YOUTH SERVICES						
61100	BOOKS	407.21	1,300.21	2.40%	52,699.79	54,000.00	97.59%
61130	BOOKS SPANISH	59.10	461.70	5.77%	7,538.30	8,000.00	94.23%
61330	AUDIOBOOKS	0.00	33.99	2.26%	1,466.01	1,500.00	97.73%
61350	MUSIC	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
61400	DVD	427.33	611.75	6.11%	9,388.25	10,000.00	93.88%
61700	NONTRADITIONAL MATERIALS	0.00	11.80	0.39%	2,988.20	3,000.00	99.61%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	427.62	427.62	38.87%	672.38	1,100.00	61.13%
61600	GAMES	275.39	607.82	12.15%	4,392.18	5,000.00	87.84%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	930.17	2,491.08	24.91%	7,508.92	10,000.00	75.09%
61120	BOOKS NF	33.49	176.26	5.87%	2,823.74	3,000.00	94.12%
61400	DVD	857.63	1,103.49	27.58%	2,896.51	4,000.00	72.41%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
15	TEEN						
61100	BOOKS	365.80	786.76	19.66%	3,213.24	4,000.00	80.33%
61330	AUDIOBOOKS	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
20	YOUTH SERVICES						
61100	BOOKS	98.33	698.66	3.67%	18,301.34	19,000.00	96.32%
61130	BOOKS SPANISH	0.00	58.43	2.92%	1,941.57	2,000.00	97.08%
61400	DVD	67.47	337.35	11.24%	2,662.65	3,000.00	88.75%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
	Total LIBRARY MATERIALS	36,521.95	97,218.51	23.71%	312,781.49	410,000.00	76.29%
51	LIBRARY OPERATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	375.34	393.33	13.11%	2,606.67	3,000.00	86.89%
70900	SUPPLIES	1,100.51	1,485.10	10.60%	12,514.90	14,000.00	89.39%
73225	PUBLIC LIABILITY INS	1,807.25	3,614.50	15.06%	20,385.50	24,000.00	84.94%
73230	TRANSPORTATION REIMBURSEMENT	430.67	755.24	18.88%	3,244.76	4,000.00	81.12%
73240	BOARD EXPENSES	150.00	150.00	7.50%	1,850.00	2,000.00	92.50%
73241	LEGAL NOTICES FEES	56.35	56.35	2.81%	1,943.65	2,000.00	97.18%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
73242	MEMBERSHIPS	300.00	1,815.00	59.02%	1,260.00	3,075.00	40.98%
73245	BACKGROUND CHECK FEES	9.00	36.00	4.50%	764.00	800.00	95.50%
73250	BANK CHARGES	66.33	198.59	5.26%	3,573.41	3,772.00	94.74%
73255	INVESTMENT FEES	673.84	1,322.74	18.89%	5,677.26	7,000.00	81.10%
73258	MATERIALS RECOVERY FEE	62.65	134.25	5.37%	2,365.75	2,500.00	94.63%
73260	LOST & PAID FORWARDING	125.01	140.37	14.03%	859.63	1,000.00	85.96%
73280	COST OF ITEMS SOLD	0.00	0.00	0.00%	500.00	500.00	100.00%
73281	SALES TAX EXPENSE	0.00	0.00	0.00%	50.00	50.00	100.00%
73285	REIMBURSED PURCHASES	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
73290	HOSPITALITY	0.00	0.00	0.00%	1,250.00	1,250.00	100.00%
76500	CASH UNDER	0.65	1.65	0.66%	248.35	250.00	99.34%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	6,380.00	6,380.00	100.00%
05	ADMINISTRATION						
73242	MEMBERSHIPS	0.00	500.00	18.72%	2,170.00	2,670.00	81.27%
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	0.00	0.00	0.00%	13,000.00	13,000.00	100.00%
30	PUBLIC SERVICE						
70900	SUPPLIES	319.20	422.29	4.05%	10,002.71	10,425.00	95.95%
60	PATS						
73242	MEMBERSHIPS	0.00	0.00	0.00%	220.00	220.00	100.00%
90	FACILITIES						
70900	SUPPLIES	962.03	1,457.13	14.57%	8,542.87	10,000.00	85.43%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	9,140.44	9,395.74	52.19%	8,604.26	18,000.00	47.80%
73520	PLANT OPERATION	3,537.26	3,607.83	14.43%	21,392.17	25,000.00	85.57%
10	ADULT & TEEN SERVICES						
73242	MEMBERSHIPS	0.00	0.00	0.00%	750.00	750.00	100.00%
20	YOUTH SERVICES						
73242	MEMBERSHIPS	20.00	20.00	4.00%	480.00	500.00	96.00%
70	ACCOUNT SERVICES						
73242	MEMBERSHIPS	0.00	0.00	0.00%	250.00	250.00	100.00%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	50.66	106.24	5.31%	1,893.76	2,000.00	94.69%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
73505	RENT EXPENSE	5,407.50	10,815.00	16.66%	54,075.00	64,890.00	83.33%
80	RANDALL OAKS						
73242	MEMBERSHIPS	0.00	0.00	0.00%	500.00	500.00	100.00%
	Total LIBRARY OPERATIONS	24,594.69	36,427.35	15.58%	197,354.65	233,782.00	84.42%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	0.00	2,000.00	20.00%	8,000.00	10,000.00	80.00%
70900	SUPPLIES	159.72	1,412.92	17.23%	6,787.08	8,200.00	82.77%
73010	NEWSLETTER	4,735.00	4,735.00	24.66%	14,465.00	19,200.00	75.34%
73020	OUTSIDE PRINTING	208.38	451.66	15.05%	2,548.34	3,000.00	84.94%
73290	HOSPITALITY	0.00	0.00	0.00%	200.00	200.00	100.00%
	Total PUBLIC RELATIONS	5,103.10	8,599.58	21.18%	32,000.42	40,600.00	78.82%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
73151	SUMMER READING	1,298.53	2,659.14	16.61%	13,340.86	16,000.00	83.38%
73152	WINTER READING	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
73155	LICENSING	0.00	1,175.18	69.12%	524.82	1,700.00	30.87%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	123.32	150.30	6.01%	2,349.70	2,500.00	93.99%
73150	PERFORMERS	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
15	TEEN						
70900	SUPPLIES	243.28	475.55	31.70%	1,024.45	1,500.00	68.30%
20	YOUTH SERVICES						
70900	SUPPLIES	374.25	1,681.88	12.93%	11,318.12	13,000.00	87.06%
73150	PERFORMERS	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
	Total GENERAL PROGRAMMING	2,039.38	6,142.05	14.06%	37,557.95	43,700.00	85.94%
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	283.34	768.84	10.73%	6,391.16	7,160.00	89.26%
73320	CCS SHARED COST	13,483.00	13,483.00	24.92%	40,616.00	54,099.00	75.08%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget	
	73330	CONSULTING - COMPUTER SERVICES	(410.25)	1,333.50	8.89%	13,666.50	15,000.00	91.11%
	73340	SOFTWARE	1,917.92	2,180.92	11.78%	16,319.08	18,500.00	88.21%
	73350	INTERNET LINES	701.94	1,514.00	11.21%	11,986.00	13,500.00	88.79%
1		Dundee Library						
	00	DEPARTMENT-WIDE						
	73350	INTERNET LINES	151.85	303.70	10.12%	2,696.30	3,000.00	89.88%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	73350	INTERNET LINES	151.85	303.70	10.12%	2,696.30	3,000.00	89.88%
		Total COMPUTER	16,279.65	19,887.66	17.41%	94,371.34	114,259.00	82.59%
55		PROFESSIONAL FEES						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	73246	PAYROLL SERVICE	956.82	1,674.34	16.74%	8,325.66	10,000.00	83.26%
	73410	LEGAL FEES	0.00	0.00	0.00%	15,000.00	15,000.00	100.00%
	73420	AUDIT EXPENSE	0.00	0.00	0.00%	9,875.00	9,875.00	100.00%
		Total PROFESSIONAL FEES	956.82	1,674.34	4.80%	33,200.66	34,875.00	95.20%
61		MAINTENANCE						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	0.00	0.00%	10,400.00	10,400.00	100.00%
	73310	CATALOGING - COMPUTER SERVICE	1,689.07	1,689.07	24.87%	5,100.93	6,790.00	75.12%
	73530	EQUIPMENT MAINT	0.00	0.00	0.00%	1,300.00	1,300.00	100.00%
	73640	FUEL	67.94	109.79	10.97%	890.21	1,000.00	89.02%
	79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
1		Dundee Library						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	0.00	0.00%	27,105.00	27,105.00	100.00%
	73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	30,000.00	30,000.00	100.00%
	73530	EQUIPMENT MAINT	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
	73540	CONTRACTS: BUILDING MAINTENANCE	961.24	2,123.48	3.60%	56,706.52	58,830.00	96.39%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	0.00	0.00%	18,945.00	18,945.00	100.00%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget	
	73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	500.00	500.00	100.00%
	73530	EQUIPMENT MAINT	0.00	0.00	0.00%	300.00	300.00	100.00%
		Total MAINTENANCE	2,718.25	3,922.34	2.48%	154,247.66	158,170.00	97.52%
65		UTILITIES						
0		District Wide						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	89.55	181.35	5.06%	3,398.65	3,580.00	94.93%
1		Dundee Library						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	1,151.69	2,306.25	17.60%	10,793.75	13,100.00	82.40%
	73610	ELECTRICITY	3,839.55	6,959.85	17.39%	33,040.15	40,000.00	82.60%
	73620	WATER AND SEWER	639.86	639.86	12.79%	4,360.14	5,000.00	87.20%
	73630	GAS	59.18	95.37	1.90%	4,904.63	5,000.00	98.09%
2		Randall Oaks						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	175.25	350.50	15.93%	1,849.50	2,200.00	84.07%
		Total UTILITIES	5,955.08	10,533.18	15.29%	58,346.82	68,880.00	84.71%
70		CAPITAL EXPENSE						
0		District Wide						
00		DEPARTMENT-WIDE						
	73270	FURNITURE & EQUIP	399.99	399.99	3.57%	10,800.01	11,200.00	96.43%
	73300	COMPUTER EQUIPMENT	8,007.50	12,497.56	46.20%	14,552.44	27,050.00	53.80%
1		Dundee Library						
10		ADULT & TEEN SERVICES						
	73270	FURNITURE & EQUIP	0.00	0.00	0.00%	6,600.00	6,600.00	100.00%
		Total CAPITAL EXPENSE	8,407.49	12,897.55	28.76%	31,952.45	44,850.00	71.24%
		Total Expenditures	320,674.92	492,418.58	14.80%	2,835,033.42	3,327,452.00	85.20%
		Net Increase(Decrease) in Fund Balance	(275,004.65)	1,221,259.68	1,209.56%	(1,120,292.68)	100,967.00	1,109.56%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
20 - FICA
From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	1,199.58	58,492.65	53.17%	51,507.35	110,000.00	(46.82)%
44010	INT & DIV INCOME	113.76	236.88	47.37%	263.12	500.00	(52.62)%
	Total REVENUES	1,313.34	58,729.53	53.15%	51,770.47	110,500.00	(46.85)%
	Total Revenues	1,313.34	58,729.53	53.15%	51,770.47	110,500.00	(46.85)%
Expenditures							
15	PERSONNEL						
	SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52212	FICA / MEDICARE	15,503.49	25,973.93	18.55%	114,026.07	140,000.00	81.45%
	Total PERSONNEL SERVICES/BENEFITS	15,503.49	25,973.93	18.55%	114,026.07	140,000.00	81.45%
	Total Expenditures	15,503.49	25,973.93	18.55%	114,026.07	140,000.00	81.45%
	Net Increase(Decrease) in Fund Balance	(14,190.15)	32,755.60	(111.03)%	(62,255.60)	(29,500.00)	(211.04)%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
30 - IMRF
From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	1,308.68	63,811.21	53.17%	56,188.79	120,000.00	(46.82)%
44010	INT & DIV INCOME	174.41	362.54	72.50%	137.46	500.00	(27.49)%
	Total REVENUES	<u>1,483.09</u>	<u>64,173.75</u>	<u>53.26%</u>	<u>56,326.25</u>	<u>120,500.00</u>	<u>(46.74)%</u>
	Total Revenues	<u>1,483.09</u>	<u>64,173.75</u>	<u>53.26%</u>	<u>56,326.25</u>	<u>120,500.00</u>	<u>(46.74)%</u>
Expenditures							
15	PERSONNEL						
	SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52121	IMRF	16,016.27	26,820.46	16.76%	133,179.54	160,000.00	83.24%
	Total PERSONNEL SERVICES/BENEFITS	<u>16,016.27</u>	<u>26,820.46</u>	<u>16.76%</u>	<u>133,179.54</u>	<u>160,000.00</u>	<u>83.24%</u>
	Total Expenditures	<u>16,016.27</u>	<u>26,820.46</u>	<u>16.76%</u>	<u>133,179.54</u>	<u>160,000.00</u>	<u>83.24%</u>
	Net Increase(Decrease) in Fund Balance	<u>(14,533.18)</u>	<u>37,353.29</u>	<u>(94.56)%</u>	<u>(76,853.29)</u>	<u>(39,500.00)</u>	<u>(194.57)%</u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	3,892.25	4,531.48	11.32%	35,468.52	40,000.00	(88.67)%
	Total REVENUES	3,892.25	4,531.48	11.33%	35,468.52	40,000.00	(88.67)%
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
40000	TRANSFER IN	0.00	0.00	0.00%	118,336.00	118,336.00	(100.00)%
	Total TRANSFERS BETWEEN FUNDS	0.00	0.00	0.00%	118,336.00	118,336.00	(100.00)%
	Total Revenues	3,892.25	4,531.48	2.86%	153,804.52	158,336.00	(97.14)%
Expenditures							
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	2,639.05	3,151.03	11.67%	23,848.97	27,000.00	88.33%
73340	SOFTWARE	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
	Total COMPUTER	2,639.05	3,151.03	8.52%	33,848.97	37,000.00	91.48%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73430	OTHER PROF FEES	0.00	0.00	0.00%	54,803.00	54,803.00	100.00%
	Total PROFESSIONAL FEES	0.00	0.00	0.00%	54,803.00	54,803.00	100.00%
61	MAINTENANCE						
1	Dundee Library						
00	DEPARTMENT-WIDE						
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	24,000.00	24,000.00	100.00%
	Total MAINTENANCE	0.00	0.00	0.00%	24,000.00	24,000.00	100.00%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	85,000.00	85,000.00	100.00%
	Total CAPITAL EXPENSE	0.00	0.00	0.00%	85,000.00	85,000.00	100.00%
	Total Expenditures	2,639.05	3,151.03	1.57%	197,651.97	200,803.00	98.43%

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY1920
 70 - CAPITAL PROJECTS/SPECIAL RESERVE
 From 8/1/2019 Through 8/31/2019

	Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Net Increase(Decrease) in Fund Balance	<u>1,253.20</u>	<u>1,380.45</u>	<u>(3.25)%</u>	<u>(43,847.45)</u>	<u>(42,467.00)</u>	(103.25)%

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY1920
 80 - WORKING CASH
 From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	168.72	168.72	11.24%	1,331.28	1,500.00	(88.75)%
	Total REVENUES	168.72	168.72	11.25%	1,331.28	1,500.00	(88.75)%
	Total Revenues	168.72	168.72	11.25%	1,331.28	1,500.00	(88.75)%
	Net Increase(Decrease) in Fund Balance	168.72	168.72	11.24%	1,331.28	1,500.00	(88.75)%

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY1920
 90 - DONATION / GIFT
 From 8/1/2019 Through 8/31/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	277.53	290.23	7.25%	3,709.77	4,000.00	(92.74)%
49010	MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00	(100.00)%
	Total REVENUES	<u>277.53</u>	<u>290.23</u>	<u>3.22%</u>	<u>8,709.77</u>	<u>9,000.00</u>	<u>(96.78)%</u>
	Total Revenues	<u>277.53</u>	<u>290.23</u>	<u>3.22%</u>	<u>8,709.77</u>	<u>9,000.00</u>	<u>(96.78)%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>277.53</u></u>	<u><u>290.23</u></u>	<u><u>3.22%</u></u>	<u><u>8,709.77</u></u>	<u><u>9,000.00</u></u>	<u><u>(96.78)%</u></u>

Fox River Valley Public Library District
 Revenue Summary - All Funds Combined - Budget v Actual Revenues FY1920
 From 8/1/2019 Through 8/31/2019

Attachment to Exhibit A.1.j - August

	Month Activity	Year Activity	Percent Budget Used FY1920	Total Budget - FY1920 Working Budget	Budget \$ Remaining FY1920	Percent Total Budget Remaining - FY1920 Working Budget
Revenues						
43010	TAX LEVY	37,062.15	1,807,169.99	53.17%	3,398,496.00	1,591,326.01 (46.82)%
43020	PPRT	909.71	8,493.05	18.87%	45,000.00	36,506.95 (81.13)%
44010	INT & DIV INCOME	8,927.78	13,575.25	15.69%	86,500.50	72,925.25 (84.31)%
45010	PER CAPITA GRANT	0.00	0.00	0.00%	86,672.50	86,672.50 (100.00)%
45011	E-RATE GRANT	0.00	0.00	0.00%	7,500.00	7,500.00 (100.00)%
45020	OTHER GRANTS	0.00	0.00	0.00%	2,000.00	2,000.00 (100.00)%
46020	FINES & FEES	1,902.02	3,719.32	37.19%	10,000.00	6,280.68 (62.81)%
46030	LOST & DAMAGED	323.61	779.45	15.58%	5,000.00	4,220.55 (84.41)%
46110	MEETING RM RENTAL	0.00	0.00	0.00%	100.00	100.00 (100.00)%
46200	PRINT/COPY REVENUE	1,652.80	3,240.90	10.80%	30,000.00	26,759.10 (89.20)%
46210	FAX REVENUE	339.00	617.00	20.56%	3,000.00	2,383.00 (79.43)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	23.30	53.90	13.47%	400.00	346.10 (86.53)%
46400	MISCELLANEOUS INCOME	225.62	340.84	0.00%	0.00	(340.84) 0.00%
46450	REIMBURSEMENTS	0.00	680.00	6.80%	10,000.00	9,320.00 (93.20)%
46500	CASH OVER	2.21	28.27	11.30%	250.00	221.73 (88.69)%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	1,437.00	2,874.00	14.37%	20,000.00	17,126.00 (85.63)%
49010	MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00 (100.00)%
	Total Revenues	<u>52,805.20</u>	<u>1,841,571.97</u>	<u>49.64%</u>	<u>3,709,919.00</u>	<u>1,868,347.03 (50.36)%</u>
	Net Increase(Decrease) in Fund Balance	<u>52,805.20</u>	<u>1,841,571.97</u>	<u>49.63%</u>	<u>3,709,919.00</u>	<u>1,868,347.03 (50.36)%</u>

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - Revenue by Period - Posted Transactions Only
From 7/1/2019 Through 6/30/2020

	<u>7/1/2019 - 7/31/2019</u>	<u>8/1/2019 - 8/31/2019</u>	<u>9/1/2019 - 9/30/2019</u>	<u>10/1/2019 - 10/31/2019</u>	<u>11/1/2019 - 11/30/2019</u>	<u>12/1/2019 - 12/31/2019</u>	<u>1/1/2020 - 1/31/2020</u>	<u>2/1/2020 - 2/29/2020</u>	<u>3/1/2020 - 3/31/2020</u>	<u>4/1/2020 - 4/30/2020</u>	<u>5/1/2020 - 5/31/2020</u>	<u>6/1/2020 - 6/30/2020</u>	Total
Revenues													
TAX LEVY	1,770,107.84	37,062.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,807,169.99
PPRT	7,583.34	909.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,493.05
INT & DIV INCOME	4,647.47	8,927.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,575.25
FINES & FEES	1,817.30	1,902.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,719.32
LOST & DAMAGED	455.84	323.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	779.45
PRINT/COPY REVENUE	1,588.10	1,652.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,240.90
FAX REVENUE	278.00	339.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	617.00
TAXABLE SALES (USB, DVD, EARBUDS)	30.60	23.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53.90
MISCELLANEOUS INCOME	115.22	225.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	340.84
REIMBURSEMENTS	680.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	680.00
CASH OVER	26.06	2.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28.27
RETIRED EMPLOYEE REIMBURSEMENTS	1,437.00	1,437.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,874.00
Total Revenues	<u>1,788,766.77</u>	<u>52,805.20</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	1,841,571.97
Net Increase(Decrease) in Fund Balance	<u>1,788,766.77</u>	<u>52,805.20</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	1,841,571.97

Fox River Valley Public Library District
 Expenditure Summary - All Funds Combined - Budget v Actual Expenditures FY1920
 From 8/1/2019 Through 8/31/2019

Attachment to Exhibit A.1.I - August

	Month Activity	Year Activity	FY1920 Percent Used	Total Budget - FY1920 Working Budget	FY1920 \$ Remaining	FY1920 Percent Remaining
Expenditures						
15	Personnel Expenses					
15	249,618.27	347,910.41	14.74%	2,360,000.00	2,012,089.59	85.25%
	SERVICES/BENEFITS					
	249,618.27	347,910.41	14.74%	2,360,000.00	2,012,089.59	85.26%
20	Library Materials					
20	36,521.95	97,218.51	23.71%	410,000.00	312,781.49	76.28%
	Total Library Materials					
	36,521.95	97,218.51	23.71%	410,000.00	312,781.49	76.29%
50	Operating Expenses					
51	24,594.69	36,427.35	15.58%	233,782.00	197,354.65	84.41%
52	5,103.10	8,599.58	21.18%	40,600.00	32,000.42	78.81%
53	2,039.38	6,142.05	14.05%	43,700.00	37,557.95	85.94%
54	18,918.70	23,038.69	15.23%	151,259.00	128,220.31	84.76%
55	956.82	1,674.34	1.86%	89,678.00	88,003.66	98.13%
	Total Operating Expenses					
	51,612.69	75,882.01	13.57%	559,019.00	483,136.99	86.43%
60	Building Expenses					
61	2,718.25	3,922.34	2.15%	182,170.00	178,247.66	97.84%
65	5,955.08	10,533.18	15.29%	68,880.00	58,346.82	84.70%
	Total Building Expenses					
	8,673.33	14,455.52	5.76%	251,050.00	236,594.48	94.24%
70	Capital Expense					
70	8,407.49	12,897.55	9.93%	129,850.00	116,952.45	90.06%
	Total Capital Expense					
	8,407.49	12,897.55	9.93%	129,850.00	116,952.45	90.07%
	Total Expenditures					
	354,833.73	548,364.00	14.78%	3,709,919.00	3,161,555.00	85.22%
	Net Increase(Decrease) in Fund Balance					
	(354,833.73)	(548,364.00)	14.78%	(3,709,919.00)	(3,161,555.00)	85.21%

Fox River Valley Public Library District
 Expenditure Summary - All Funds Combined - Budget v Actual Expenses by Location FY1920
 From 8/1/2019 Through 8/31/2019

Attachment to Exhibit A.1.m - August

		Month Activity	Year Activity	FY1920 Percent Used	Total Budget - FY1920 Working Budget	FY1920 Budget \$ Remaining	FY1920 Budget % Remaining
	Expenditures						
0	District Wide						
15	Personnel Expenses	123,534.95	184,170.85	15.42%	1,193,844.00	1,009,673.15	84.57%
20	Library Materials	20,926.83	67,999.01	43.33%	156,900.00	88,900.99	56.66%
50	Operating Expenses	32,412.28	49,022.07	11.72%	418,129.00	369,106.93	88.27%
60	Building Expenses	1,846.56	1,980.21	8.22%	24,070.00	22,089.79	91.77%
70	Capital Expense	8,407.49	12,897.55	10.46%	123,250.00	110,352.45	89.53%
	Total District Wide	187,128.11	316,069.69	16.49%	1,916,193.00	1,600,123.31	83.51%
1	Dundee Library						
15	Personnel Expenses	108,929.10	141,207.42	14.05%	1,004,428.00	863,220.58	85.94%
20	Library Materials	12,539.22	22,532.03	11.46%	196,500.00	173,967.97	88.53%
50	Operating Expenses	13,590.40	15,635.00	22.49%	69,500.00	53,865.00	77.50%
60	Building Expenses	6,651.52	12,124.81	5.91%	205,035.00	192,910.19	94.08%
70	Capital Expense	0.00	0.00	0.00%	6,600.00	6,600.00	100.00%
	Total Dundee Library	141,710.24	191,499.26	12.92%	1,482,063.00	1,290,563.74	87.08%
2	Randall Oaks						
15	Personnel Expenses	17,154.22	22,532.14	13.93%	161,728.00	139,195.86	86.06%
20	Library Materials	3,055.90	6,687.47	11.81%	56,600.00	49,912.53	88.18%
50	Operating Expenses	5,610.01	11,224.94	15.72%	71,390.00	60,165.06	84.27%
60	Building Expenses	175.25	350.50	1.59%	21,945.00	21,594.50	98.40%
	Total Randall Oaks	25,995.38	40,795.05	13.09%	311,663.00	270,867.95	86.91%
	Total Expenditures	354,833.73	548,364.00	14.78%	3,709,919.00	3,161,555.00	85.22%
	Net Increase(Decrease) in Fund Balance	(354,833.73)	(548,364.00)	14.78%	(3,709,919.00)	(3,161,555.00)	85.21%

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Expenditures by Period - Posted Transactions Only
From 7/1/2019 Through 6/30/2020

	<u>7/1/2019 -</u> <u>7/31/2019</u>	<u>8/1/2019 -</u> <u>8/31/2019</u>	<u>9/1/2019 -</u> <u>9/30/2019</u>	<u>10/1/2019 -</u> <u>10/31/2019</u>	<u>11/1/2019 -</u> <u>11/30/2019</u>	<u>12/1/2019 -</u> <u>12/31/2019</u>	<u>1/1/2020 -</u> <u>1/31/2020</u>	<u>2/1/2020 -</u> <u>2/29/2020</u>	<u>3/1/2020 -</u> <u>3/31/2020</u>	<u>4/1/2020 -</u> <u>4/30/2020</u>	<u>5/1/2020 -</u> <u>5/31/2020</u>	<u>6/1/2020 -</u> <u>6/30/2020</u>	<u>Total</u>
Expenditures													
Personnel Expenses													
PERSONNEL SERVICES/BENEFITS	98,292.14	249,618.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	347,910.41
Library Materials													
LIBRARY MATERIALS	60,696.56	36,521.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	97,218.51
Operating Expenses													
LIBRARY OPERATIONS	11,832.66	24,594.69	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36,427.35
PUBLIC RELATIONS	3,496.48	5,103.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,599.58
GENERAL PROGRAMMING	4,102.67	2,039.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,142.05
COMPUTER	4,119.99	18,918.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23,038.69
PROFESSIONAL FEES	717.52	956.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,674.34
Building Expenses													
MAINTENANCE	1,204.09	2,718.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,922.34
UTILITIES	4,578.10	5,955.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,533.18
Capital Expense													
CAPITAL EXPENSE	4,490.06	8,407.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,897.55
Total Expenditures	<u>193,530.27</u>	<u>354,833.73</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>548,364.00</u>
Net Increase(Decrease) in Fund Balance	<u>(193,530.27)</u>	<u>(354,833.73)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(548,364.00)</u>

Fox River Valley Public Library District

Balance Sheet
As of 8/31/2019

		<u>Current Year</u>
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	1,689,675.12
20	FICA	53,777.74
30	IMRF	89,670.99
70	CAPITAL PROJECTS/SPECIAL RESERVE	337,644.09
80	WORKING CASH	338.92
90	DONATION / GIFT	<u>6,275.89</u>
	Total Checking Accounts	2,177,382.75
Other Cash		
10900	CASH ON HAND DUNDEE	
10	GENERAL/CORPORATE	260.00
10901	CASH ON HAND RANDALL OAKS	
10	GENERAL/CORPORATE	<u>174.00</u>
	Total Other Cash	434.00
Investments		
10500	INVESTMENT ACCOUNTS	
10	GENERAL/CORPORATE	782,038.42
70	CAPITAL PROJECTS/SPECIAL RESERVE	3,011,462.37
80	WORKING CASH	152,672.76
90	DONATION / GIFT	<u>240,554.03</u>
	Total Investments	<u>4,186,727.58</u>
	Total Cash and Investments	6,364,544.33
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	27,037.50
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	9,279.00
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	29,674.73
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	35.00
14300	GRANT RECEIVABLES	
10	GENERAL/CORPORATE	86,672.50
14500	PROPERTY TAX RECEIVABLES	
10	GENERAL/CORPORATE	1,483,629.68
20	FICA	51,398.53
30	IMRF	<u>56,298.20</u>
	Total Other Assets	<u>1,744,025.14</u>
	Total Assets	<u><u>8,108,569.47</u></u>
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	23,790.14
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,639.05
22052	CREDIT CARD PAYABLE FINNERAN	
10	GENERAL/CORPORATE	208.38
22054	CREDIT CARD PAYABLE HARO	
10	GENERAL/CORPORATE	29.80
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	978.90
22074	CREDIT CARD PAYABLE KATSION	
10	GENERAL/CORPORATE	299.00
22075	CREDIT CARD PAYABLE BERGER	
10	GENERAL/CORPORATE	225.00
22077	CREDIT CARD PAYABLE CARROLL	
10	GENERAL/CORPORATE	409.86

Fox River Valley Public Library District

Balance Sheet
As of 8/31/2019

		<u>Current Year</u>
22080	CREDIT CARD PAYABLE POWESIAK	
10	GENERAL/CORPORATE	81.38
22082	CREDIT CARD PAYABLE CARAPIA	
10	GENERAL/CORPORATE	60.02
22084	CREDIT CARD PAYABLE SABALA	
10	GENERAL/CORPORATE	339.39
27700	DEFERRED OTHER	
10	GENERAL/CORPORATE	1,437.00
27800	DEFERRED GRANTS	
10	GENERAL/CORPORATE	86,672.50
27900	DEFERRED TAXES	
10	GENERAL/CORPORATE	1,483,629.68
20	FICA	51,398.53
30	IMRF	<u>56,298.20</u>
	Total Liabilities	1,708,496.83
	Fund Balance	
10	GENERAL/CORPORATE	2,510,314.90
20	FICA	53,777.74
30	IMRF	89,670.99
70	CAPITAL PROJECTS/SPECIAL RESERVE	3,346,467.41
80	WORKING CASH	153,011.68
90	DONATION / GIFT	<u>246,829.92</u>
	Total Fund Balance	<u>6,400,072.64</u>
	Total Liabilities and Fund Balance	<u><u>8,108,569.47</u></u>



Investment Inventory Month End
Fox Rvr Valley All Agg (111383)
08/31/2019

Description	Purchase/Settle Date	Maturity Date	Current Face Value	Coupon Rate	Purchase Yield	Identifier	Market Value	FDIC Number
Receivable	---	08/31/2019	0.00	0.000	---	CCYUSD	336.33	---
MMDA12	---	08/31/2019	0.00	0.000	---	MMDA12	35,147.04	---
Capital One Bank (USA), National Association	09/27/2017	10/04/2019	245,000.00	1.700	1.700	BBG00HTM5PM7	244,936.30	33954
Synchrony Bank	12/19/2017	10/07/2019	8,000.00	1.950	2.068	BBG003FSZV17	7,999.92	27314
BBVA USA	11/28/2018	11/29/2019	187,000.00	2.700	2.717	BBVASM	187,362.78	19048
First Commercial Bank, Inc.	07/14/2017	01/31/2020	240,000.00	1.650	1.669	BBG00H3PC072	239,769.60	57069
Belmont Bank & Trust Company	09/27/2017	04/13/2020	245,000.00	1.700	1.690	BBG00HTMCM73	244,833.40	58165
Medallion Bank	10/20/2017	04/20/2020	145,000.00	1.750	1.766	BBG00HW3T669	144,952.15	57449
United Prairie Bank Inc	10/25/2017	04/24/2020	245,000.00	1.750	1.752	BBG00HYJ4Z3	244,926.50	10958
Wells Fargo Bank, National Association	07/02/2018	06/29/2020	200,000.00	2.800	2.822	BBG00L4VQYG0	201,736.00	3511
Capital One, N.A.	07/14/2017	07/20/2020	240,000.00	1.850	1.865	BBG00H433JS6	240,220.80	4297
Comenity Capital Bank	09/27/2017	10/05/2020	245,000.00	1.950	1.951	BBG00HT9QXN5	245,558.60	57570
First National Bank of Decatur County	07/02/2018	12/29/2020	200,000.00	2.850	2.868	BBG00L95RN39	202,886.00	17011
Morgan Stanley Bank, N.A.	01/25/2018	01/25/2021	215,000.00	2.450	2.450	BBG00JRXCZG8	217,061.85	32992
Sallie Mae Bank	04/24/2019	04/26/2021	125,000.00	2.450	2.470	SALLMA	126,375.00	58177
ConnectOne Bank	05/10/2018	05/10/2021	155,000.00	2.850	2.867	BBG00KRWFMW5	157,783.80	57919
Bar Harbor Bankshares	07/02/2018	06/29/2021	200,000.00	3.000	3.015	BBG00L778555	204,386.00	11971
Ally Bank Corp.	08/16/2018	08/16/2021	135,000.00	3.000	3.014	BBG00LNJR4S8	138,148.20	57803
Bank of New England	07/26/2019	11/26/2021	150,000.00	2.000	2.018	SONHBT	150,640.50	24540
Citibank, N.A.	01/25/2019	01/25/2022	168,000.00	2.900	2.923	C	172,282.32	7213
JPMorgan Chase Bank, National Association	03/18/2019	03/15/2022	108,000.00	2.750	2.763	BBG00NGL5DP4	108,529.20	628
Merrick Bank Corporation	03/20/2019	03/21/2022	108,000.00	2.650	2.663	MERICK	110,236.68	34519
FEDERAL FARM CREDIT BANKS FUNDING CORP	07/22/2019	07/22/2022	230,000.00	2.110	2.108	BBG00PPR77R5	230,722.20	---
Citibank, N.A.	04/02/2019	04/03/2023	82,000.00	2.750	2.772	BBG00NNGKFW7	84,378.82	7213
Morgan Stanley Private Bank, National Association	04/11/2019	04/11/2023	150,000.00	2.700	2.724	MS	154,104.00	34221
FEDERAL HOME LOAN MORTGAGE CORP	04/25/2019	04/25/2023	110,000.00	2.750	2.746	BBG00NS0L1V8	110,140.80	---
---	---	02/18/2021	4,136,000.00	2.310	2.320	---	4,205,454.79	---

C.1 Ordinance 2019-13 Budget and Appropriation

RECOMMENDED **MOTION**: I move to adopt Ordinance 2019-13 Budget and Appropriation as presented with a total appropriation of \$4,091,247.00 for Fiscal Year 2019/2020.

BACKGROUND INFORMATION:

In compliance with applicable statutes, the Library is required to adopt an Annual Budget and Appropriation Ordinance (B&A) by the end of the first quarter of the fiscal year. The Budget and Appropriation Ordinance outlines the objects and purposes of expenditures and specifies the maximum amount which can be legally expended by the Library in the current Fiscal Year if sufficient funds are available.

ORDINANCE NO. 2019-13
ANNUAL BUDGET AND APPROPRIATION ORDINANCE
 FOR THE FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT,
 KANE COUNTY, ILLINOIS FOR FISCAL YEAR BEGINNING
 JULY 1, 2019 AND ENDING JUNE 30, 2020

Whereas, the Illinois Budget Law, 50 ILCS 330/1 et. Seq., as amended, requires all Illinois municipal corporations to adopt a Combined Annual Budget and Appropriation Ordinance specifying the objects and purposes of expenditures; and the Illinois Public Library District Act, 75 ILCS 15/3-1 and 15/4-15, provides procedures for the passage of a Budget and Appropriation Ordinance and a Tax Levy Ordinance; and

Whereas, pursuant to the above and other statutes, an ordinance has been prepared in tentative form and made available for public inspection at least thirty (30 days) prior to the adoption thereof, and a public hearing on said Budget and Appropriation Ordinance has been held prior to final action hereon, and notice of said hearing was published at least thirty (30) days prior to said meeting in a newspaper published within the District.

NOW THEREFORE, BE IT ORDAINED by the Board of Library Trustees of the FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT, Kane County, Illinois as follows:

Section 1. That the fiscal year for this FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT ("District") be and the same is fixed and declared to from the first day of July 2019 to the thirtieth day of June 2020.

Section 2. That the following budget containing an estimate of the receipts and of the expenditures there from, be and the same is hereby adopted as the budget of said District for the fiscal year 2019-2020, and shall be in full force and effect from and after its passage and publication as is required by law.

I. GENERAL CORPORATE FUND

Cash balance at the beginning of fiscal year	1,297,096.00
--	--------------

Estimated Revenues

Property Tax	3,168,496.00
Other Taxes	45,000.00
Grants and Donations	96,173.00
Fine & Fees	15,000.00
Interest Income	40,000.00
<u>Other Income</u>	<u>63,750.00</u>
Total Estimated Revenues	<u>3,428,419.00</u>
Total Estimated Funds Available	4,725,515.00

Estimated Expenditures

Personnel Services/Benefits	2,193,000.00
Library Materials	451,000.00

Operating Expenses	513,938.00
Utilities	75,768.00
Building & Maintenance	173,987.00
Capital Expense	49,335.00
<u>Transfer to Special Reserve Fund</u>	<u>118,336.00</u>
Total Estimated Expenditures	3,575,364.00
<u>Estimated Cash Balance end of fiscal year</u>	<u>1,150,151.00</u>
Amount Appropriated, General Corporate Fund	3,575,364.00

II. SPECIAL RESERVE FUND

Cash Balance beginning of fiscal year	3,291,907.00
Transfer from Corporate Fund	118,336.00

Estimated Revenues

<u>Interest Income</u>	<u>40,000.00</u>
Total Estimated Revenues	<u>40,000.00</u>
Total Estimated Funds Available	3,450,243.00

Estimated Expenditures

Furniture & Equipment	93,500.00
Computer Equipment	40,700.00
Professional Fees	60,283.00
<u>Building Repairs</u>	<u>26,400.00</u>
Total Estimated Expenditures	<u>220,883.00</u>
<u>Estimated Cash Balance end of fiscal year</u>	<u>3,229,360.00</u>
Amount Appropriated, Special Reserve Fund	220,883.00

III. FICA FUND

Cash Balance beginning of fiscal year	17,890.00
---------------------------------------	-----------

Estimated Revenues

Property Tax	110,000.00
<u>Interest Income</u>	<u>500.00</u>
Total Estimated Revenues	<u>110,500.00</u>
Total Estimated Funds Available	128,390.00

Estimated Expenditures

<u>FICA Payments</u>	<u>127,000.00</u>
Total Estimated Expenditures	<u>127,000.00</u>

<u>Estimated Cash Balance at end of fiscal year</u>	<u>1,390.00</u>
Amount Appropriated, FICA Fund	127,000.00

IV. IMRF FUND

Cash Balance beginning of fiscal year	48,229.00
---------------------------------------	-----------

Estimated Revenues

Property Tax	120,000.00
Interest Income	500.00
Total Estimated Revenues	<u>120,500.00</u>
Total Estimated Funds Available	168,729.00

Estimated Expenditures

<u>IMRF Payments</u>	<u>168,000.00</u>
Total Estimated Expenditures	<u>168,000.00</u>
<u>Estimated Cash Balance end of fiscal year</u>	<u>729.00</u>
Amount Appropriated, IMRF Fund	168,000.00

RECAPITULATION

General Corporate Fund	3,575,364.00
Special Reserve Fund	220,883.00
FICA Fund	127,000.00
IMRF Fund	168,000.00
Total Appropriation	4,091,247.00

Section 3. That there is hereby appropriated four million, ninety-one thousand, two-hundred forty-seven dollars from the taxes to be levied and other sources for the fiscal year, the same to be divided among the several corporate objects and purposes as herein above specified in Section 2 for purposes of the FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT for the fiscal year ending June 30, 2020.

Section 4. That the levy of taxes upon all taxable property within the corporate limits of the District subject to taxation for the year 2019 for the general fund is authorized at applicable statutory rates and the County Clerk of Kane County, Illinois is authorized to extend taxes upon such property at such rate.

Section 5. Appropriations for all audit expenses, all liability insurance expenses, and all building and maintenance expenses are included in the appropriations for the General Corporate Fund and / or Special Reserve Fund.

Section 6. That all unexpended balances of any items of any general appropriation made by this Ordinance may be expended in making up any deficiency in any item or items in the same general appropriation made by this Ordinance.

Section 7. All unexpended balances of proceeds received annually from Public Library taxes not in excess of statutory limits may be transferred to a Special Reserve Fund, if same is established, according to 75 ILCS 16/40-50, pursuant to plans developed and adopted by this Library Board and said unexpended balances shall be accumulated in this fund for the purposes of: acquisition of property on which to construct a new library, or the acquisition of property and building to construct and / or refurbish an existing building into a new library, or expand the existing library; a contingency fund for any construction project; capital improvement projects; planning expenses for Library construction projects; new technology for the library, including upgrades and enhancements to the network, software purchase, phased replacement of computers, printers, copiers and other equipment, and upgrades to the library systems and information software; the repair and replacement of major building systems.

Section 8. That the several amounts set opposite the several objects and purposes hereinabove set forth under the estimated expenditures for said District for the operation of the Library is hereby appropriated for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

Section 9. That this Ordinance shall be published and shall be in full force and effect from and after its approval.

PASSED by the Board of Library Trustees of the FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT this 17th day of September 2019, pursuant to roll call vote as follows:

AYES _____
NAYS _____
ABSENT _____
NOT VOTING _____

APPROVED:

Richard V. Corbett
President, Board of Library Trustees
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT
PUBLIC LIBRARY DISTRICT
KANE COUNTY, ILLINOIS

Attest:

Nikki S. Kuhlman
Secretary, Board of Library Trustees
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT
KANE COUNTY, ILLINOIS

CERTIFICATE OF ESTIMATED REVENUES
In Accordance with 35 ILCS 200/18-50

Unit Name: Fox River Valley Public Library District
Fund: General Revenue estimate for fiscal year beginning July 1, 2019

SOURCE OF REVENUE

FUNDS AVAILABLE, BEGINNING OF FISCAL YEAR	\$ 5,106,866
TAX LEVY	3,398,496
PPRT	45,000
INT & DIV INCOME	86,501
PER CAPITA GRANT	86,673
E-RATE GRANT	7,500
OTHER GRANTS	2,000
FINES & FEES	10,000
LOST & DAMAGED	5,000
MEETING RM RENTAL	100
PRINT/COPY REVENUE	30,000
FAX REVENUE	3,000
TAXABLE SALES (USB, DVD, EARBUDS)	400
REIMBURSEMENTS	10,000
CASH OVER	250
RETIRED EMPLOYEE REIMBURSEMENTS	20,000
MONETARY GIFT	<u>5,000</u>
	<u>\$ 8,816,785</u>

Total includes Working Cash and Special Reserve funds

Certification

The undersigned, as chief fiscal officer of the Fox River Valley Public Library District, does hereby certify that the above is a true estimate of the revenues anticipated to be available next fiscal year for the indicated funds.

Dated: September 17, 2019

Brian Lindholm, Treasurer
Board of Library Trustees of the
Fox River Valley Public Library District

CERTIFICATION OF BUDGET

(Appropriation Ordinance)

I, the undersigned, duly elected, qualified and acting Secretary of Fox River Valley Public Library District, Kane County, Illinois, do hereby certify that the attached hereto is a true and correct copy of the Budget (Appropriation Ordinance) of said Board of Library Trustees for the fiscal year beginning July 1, 2019, as adopted on September 17, 2019.

Date: September 17, 2019

Nikki Kuhlman, Secretary
Board of Library Trustees of the
Fox River Valley Public Library District

C.2 Equipment Maintenance Contract Renewal – Bibliotheca

RECOMMENDED MOTION: I move to approve annual Equipment Maintenance Agreements for Bibliotheca/ equipment / software in an amount not to exceed \$48,000.

BACKGROUND INFORMATION:

The Bibliotheca Service Agreements cover labor, parts and equipment modifications necessary to keep our self-check units, AV unlockers, Radio Frequency Identification (RFID), Security gates, and Automated Materials handling (AMH) library automation system operating at peak performance. The agreement also covers service and maintenance on the hardware’s accompanying enterprise software, which is necessary for device management and reporting.

This past FY we added an RFID pad and security gate/software for Dundee Library.

Maintenance Agreement Renewals Fall 2019

	<u>Amount</u>	<u>Renewal Date</u>
AMH, Checkouts, (2) Security Gates, and RFID Staff workstations (DL=\$25,071.45 + DL sec gate (\$2,048 + RO=\$15,483.03) *added RFID pad & DL security gate & software this past FY	\$42,602.48	9/10/2020
Media Disc Unlockers (\$558.40*6)	\$3,350.40	9/10/2020
Command Center Management and Reports	\$1,675.20	9/10/2020
GRAND TOTAL	\$47,628.08	

C.3 Policy Update – Library Cards Eligibility

RECOMMENDED **MOTION**: I move to approve the updated Library Cards Eligibility policy as presented.

BACKGROUND INFORMATION:

Strategic Plan Goal 2.A.2 “Ensure all D300 teachers have access to FRVPLD materials and services” had a completion goal of 12/31/2017, but has been on hold pending an inter-governmental agreement with D300. In August, the directors of Algonquin and Ella Johnson public libraries met with D300 to discuss cooperative agreements. During the meeting it was revealed that both Algonquin and Ella Johnson are already offering library cards to teachers and / or D300 schools. When I asked the D300 Superintendent about an IGA for teacher cards, he expressed that an IGA was not necessary and that FRVPLD had the school’s permission to issue teacher cards.

Cards will be issued to any K-12 teacher working within FRVPLD, to allow educators from public and private schools to check out materials for classroom use and make use of online resources. Cards will expire each September 1, include extended checkout dates, and responsibility for fines & fees will rest with the individual teacher.

An update to existing policy is necessary.

02.13.00 Library Cards

- 02.13.01 Eligibility
Residents of the Library District, nonresidents who own or lease taxable property within the district, **K-12 educators employed at a school located in the district**, and Library employees are eligible to receive a library card at no cost. **Terms and benefits of card types may vary.**
[75 ILCS 16/30-55.60(3)]

C.4 Rare Book Disposition

RECOMMENDED MOTION: I move to donate *The History of Great Britaine imprinted by William Hall and John Beale* and *The American Soldier in the Civil War: A Pictorial History of the Campaigns and Conflicts of the War Between the States* to the Judson University Library.

BACKGROUND INFORMATION:

The Library owns two rare books donated to the library without restrictions 50 years ago. The first is the 1611 edition of *The History of Great Britaine imprinted by William Hall and John Beale*. It is in excellent condition and the binding is beautiful. It is complete except for the title page. A facsimile of the title page was obtained many years ago and bound in with the rest of the book. The history goes from Roman times to the reign of King James I. It is a very large book. The second is published in 1895 entitled *Frank Leslie's Illustrations. The American Soldier in the Civil War. A Pictorial History of the Campaigns and Conflicts of the War Between the States*.

Ten years ago Bunte Auction Services did some research for us and the notes say the books were worth \$2500-\$7500 combined. Current valuations place the total value of the books at \$1000-2000, and after paying auction fees the net to the Library would not be very large, maybe half the retail value.

The Fox River Valley Libraries are not equipped to preserve rare books, and for the past 50 years they've been kept in the Director's office. A university library would be a more appropriate location. Several Illinois universities already own *The History of Great Britaine* but Judson University does not and would value the donation. The Library recommends giving the books to Judson, which would enable local patrons to view them if they wished, and would preserve the fragile pages.