

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

**October 15, 2019
7:00 PM**

AGENDA

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

Call to Order—President Richard V. Corbett

Pledge of Allegiance

Roll Call—Secretary Nikki Kuhlman

Public Comment

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

President's Report—President Corbett

- **ILA Trustee Day Information**
- **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

- **Audit (CAFR) Presentation – Melissa Juntunen, Lauterbach and Amen**
- **Economic Interest Statement (EIS) Training**
- **Board Retreat Planning**
- **Estimate of Funds Needed for Fiscal Year 2019-2020**
- **Department Reports**
- **Dashboard**

A. Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

A.1.a Minutes from the September 17, 2019 Budget and Appropriation Hearing

- A.1.b Minutes from the September 17, 2019 Board of Trustees Meeting
- A.1.c Check/Voucher Register – AP & Payroll Complete for September 2019 totaling \$230,186.60
- A.1.d Monthly Financial Report for September 2019
- A.1.e Revenue Summary – All Funds Combined – Budget v Actual Revenues
- A.1.f Revenue Summary – All Funds Combined by Period
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.i Expenditure Summary – All Funds Combined by Period
- A.1.j Balance Sheet for September 2019
- A.1.k Ehlers Account Statement for September 2019

B. Unfinished Business - none

C. New Business

- Exhibit C.1 Snow Removal Contract – Valley Enterprise
- Exhibit C.2 Resolution 2019-14 To Determine Estimate of Funds Needed for FY 2019-20
- Exhibit C.3 Resolution 2019-15 Friends of the Library Week

Executive Session 5 ILCS 120/2(c)

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

Director's Report

September 2019

In September we finalized the "Planning for the Future" survey, soliciting feedback at Heritage Fest and compiling the results for the September board meeting. Based on the results, I have a number of tasks to complete prior to our board retreat on November 16 including discussions with the Park District and Villages. I'm looking forward to detailed planning for the future!

At the end of September I received the CAFR draft from our auditors Lauterbach & Amen. I always comb through the audit to verify every figure before the final copy is printed for the board. Happily, this year's effort was fairly straightforward since the same auditor completed the fieldwork this year as visited last year. It's my hope to keep expenditure categories consistent among auditors and with board reporting, to ensure financial statements are as simple for the public to understand as possible.

Our health insurance cooperative Wellness Insurance Network (WIN) met in September to determine rates for calendar year 2020. The group is 23 Illinois public libraries pooling our resources to reduce rates. We've had several large claims the past 2 years and were worried about a large rate increase, but claim activity dropped this summer and we're able to absorb much of the increase using the pool's reserves, and only increase rates 4.5%. In planning the FY1920 budget I used 5.5% as the estimated increase so we'll be lower than expected. The Society for Human Resource Management (SHRM) predicts that employer-sponsored coverage will increase 5-6% in 2020, so our 4.5% is reasonable.

The East Dundee Police Department conducted training for all staff on what to do in the event of an active shooter. I'd wrestled with how to ensure staff receive training in the unlikely event there's a shooter in the library and appreciate the East Dundee Police Department taking their time to instruct us. I feel grateful to our speakers, who will risk their lives to save ours.

I attended the West Dundee Village board meeting because FRVPLD impact fees were on their agenda. Impact fees are a onetime fee paid by a developer to help pay for infrastructure that is required by new development. Distribution of this source of Library revenue varies by village: Gilberts automatically sends our check annually, Carpentersville requires a letter requesting the fees, while West Dundee requires a detailed explanation for how we plan for the funds to be spent. The West Dundee board approved the distribution of \$33,941 owed to FRVPLD and we expect the check shortly.

I met with Dave Peterson from the Dundee Township Park District to discuss conceptual planning. We're in agreement that the partnership between DTPD and FRVPLD has been beneficial for residents, who appreciate anytime government can achieve economies of scale by sharing services. Regarding the question of a new library being constructed on the west side, Dave thinks the park district board would be willing to explore the library leasing park district land on the northwest side of the rec center. He's currently working with West Dundee to create a road that runs from the rec center to the sledding hill, so this road would need to take into account a possible building adjacent to that area. While the current Library lease in Randall Oaks will expire in 2022, the park district is happy to continue to partner for a few years beyond 2022 if needed. However, the space was originally designed for dance or fitness classes and having a library in that space was never intended to be a permanent solution.

Finally, a shout-out to Trustees Dave Nutt and Mike Tennis for each being recognized with the Community Volunteer award from the Northern Kane County Chamber of Commerce. Each year, each village selects an active volunteer to be recognized for outstanding commitment to the local community. The Library was very

well represented when Trustees won in two of the four villages: Carpentersville selected Dave Nutt and Sleepy Hollow selected Mike Tennis. At a ceremony on October 5, the awards were presented by each Village President, and trustees' dedication to the Fox River Valley Public Library District was mentioned by both. I'm grateful to work for a board that's dedicated to the community's needs and work through multiple channels to ensure those needs are being met.

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) **Done**
5. Meeting: “Women in Business” luncheon with Kane County chamber (9/5) **Done**
6. Meeting: MTM (9/10, 9/24) **Done**
7. Meeting: Weekly Rotary meetings / Little Free Library maintenance: (9/4, 9/11, 9/18) **Done**
8. Meeting: Library Board (9/17) **Done**
9. Meeting: WIN Board in Lake Villa (9/18) **Done**
10. Meeting: CCS Governing Board in Lake Villa (9/25) **Done**
11. Meeting: NSLS Directors in Skokie (9/26) **Skipped to review FY1819 CAFR draft**
12. Meeting: West Dundee Village – status of Impact Fees (9/23) **Done**
13. Meeting: DTPD – future planning (9/27) **Done**
14. Meeting: ILA presentation (9/27) **Done**
15. Training: All Staff – Active Shooter with East Dundee PD (9/20) **Done**
16. Task: Prepare Board packet (9/11) **Done**
17. Task: W2W (9/12, 9/26) **Done**
18. Task: Payroll (9/10, 9/24) **Done**
19. Task: Summarize OpenGov Community Survey (9/16) **Done**
20. Task: Plan OpenGov RAILS webinar (9/25) **In process**
21. Task: CAFR review (9/30) **Done**
22. Task: CAFR Letter of Transmittal (9/30) **Done**
23. Outreach: Heritage Fest (9/13-15) **Done**
24. Task: Schedule board retreat (9/17) **Done**
25. Task: Contact local governments to discuss potential library sites (9/30) **Done**
26. Task: Contact architect and construction manager re: board retreat (9/30) **Done**
27. Task: “We Listened” post-survey press release (9/30) **Done**
28. Task: Contact commercial realtor to discuss potential library sites (9/30) **not completed**

Internal meetings with individual staff members not included

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4. Meeting: MTM (10/8, 10/15)
5. Meeting: Weekly Rotary meetings / Little Free Library maintenance: (10/9, 10/16, 10/30)
6. Meeting: Monthly Rotary board (10/3)
7. Meeting: Library Board (10/15)
8. Meeting: Directors Breakfast (10/10)
9. Meeting: LIRA Executive Committee (10/15)
10. Meeting: Carpentersville TIF Joint Review Board (10/31)
11. Training: ILA Annual Conference (10/22-24)
12. Training: IMRF Authorized Agent certification – Bloomington (10/29)
13. Task: Calculate “Estimate of Funds Needed” based on estimated EAV (10/8)
14. Task: Prepare Board packet (10/8)
15. Task: W2W (10/10, 10/24)
16. Task: Payroll (10/8, 10/22)
17. Task: OpenGov RAILS webinar (10/9)
18. Task: CAFR final review (10/8)
19. Task: Plan EIS board training (10/14)
20. Task: ILA OpenGov Presentation (10/23)
21. Outreach: Northern Kane County Chamber Awards Dinner (10/5)
22. Outreach: West Dundee Halloween Party Trunk-or-Treat (10/19)
23. Task: Plan board retreat (11/16)
24. Task: Work with commercial realtor to discuss potential library sites (10/31)

Internal meetings with individual staff members not included

Fox River Valley Public Library District September 2019 Department Reports

Assistant Director: Heather Zabski

I used OpenGov to create a report of Annual Benchmark statistics comparing our library to other 10 largest library districts in Illinois for the September Board Meeting. Creating this report helped me master using Next Gen reports in Open Gov, as well as identify some of the quirks of Next Gen reporting. Unfortunately, Next Gen reports don't yet have click through functionality for viewers without OpenGov accounts. So I went through and changed all of reports on the Transparency Dashboard to Classic Reports. Hopefully Next Gen reports will get this functionality soon! Working on both things really helped me master the OpenGov software, and I'm looking forward to presenting on the Transparency Dashboard at the ILA Conference at the end of October.

On September 13th and 14th, I worked at the Library's Heritage Fest booth, encouraging residents to fill out our "Planning for Our Future" survey, as well as manning the prize wheel. The booth was a success with lots of patrons stopping by to express their opinion and get a library logo umbrella. It was nice to get the chance to talk to many community members about their hopes for future library service!

Educators at K-12 schools in our district are now eligible for educator cards. These cards will be good for one calendar year and allow longer check outs for books (5 weeks). I worked with Keri and Kirstin to final the details for the card and create promotional materials for the program. All public services staff have received instructions on issuing these new cards.

Randall Oaks: Brittany Berger

10 storytimes, 3 youth programs, and 1 adult/teen program were conducted at Randall Oaks in September. Total attendance for these programs was 249. In addition, 5 passive programs were available throughout the month. Participation for the youth interactive board and scavenger hunt, assorted coloring pages, and adult interactive displays totaled 574. Volunteers spent a total of 10 hours at RO. In addition to 757 general questions, Randall Oaks staff assisted patrons with 342 reference queries this month.



1 - National Bluebird of Happiness Day display for September 24th.

Youth Services: Monica Boyer

On September 9th, we kicked off our “After School Snack” program. This program is set to run until May 18, 2020. Snacks are paid for by the [Child Adult Care Food Program \(CACFP\)](#), 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. We have marketed this program to our local schools, and we are seeing the fruits of our labor! 79 people attended the program in September. We are finding that children who attend the free snack program, go on to another art or STEM based program held at FRVPLD. It is awesome to witness children and their caregivers utilize the library in an all-encompassing manner.

September 15th marked the start of Hispanic Heritage Month. YS has included programming to support this national initiative. Programs such as “Frida Kahlo: Queen Of The Selfie,” “Bilingual Family Crafts,” and “Loteria” celebrated Hispanic art, culture and customs.

Smarty Pants and the Mouse Trap Machine performed an awesome show for FRVPLD. Smarty Pants is an award-winning balloon twister who presents a unique physical science show that makes learning about machines fun. 80 people enjoyed this educational show.

This month we kicked off our annual second grade visits. Youth Service Librarian, Margaux Morrone was instrumental in streamlining these visits. Margaux utilized the free software Sign Up Genius to invite all of D300’s second graders to our library field trips. By using this software, we saw a faster response rate than in previous years. This helped the department plan the logistics for these special visits. Next, I offered 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. We received about 70% of applications that were sent home. In September, YS staff presented nine field trips with 430 attendees! This is a huge accomplishment for our library and D300! As Spanish speaking patrons are prevalent in our service area, we can customize our presentations to be entirely in Spanish. By offering children the chance to obtain their own library card and having these field trips in Spanish, they can gain a new sense of responsibility and realize that libraries are welcoming spaces.



YS Librarians Margaux and Maggie conducting a 2nd grade visit

Our department continues to take library services outside of our physical space. Members of YS and ATS represented the Library in Carpentersville’s El Grito Parade (Picture below). This parade was in celebration of Mexico’s Independence Day. It was great to connect with our patrons outside of the library. Bilingual Library Assistant Lina De Legarreta and YS Bilingual Librarian Maggie Martinez offered outreach storytimes and activities to surrounding establishments such as Jerri Hoffman Child and Family Center, Algonquin Lakes

Elementary School, Sonshine Christian Preschool and Sleepy Hollow KinderCare. In total, 16 visits and about 400 people enjoyed our outreach services.



We are currently working on a new collection; sensory backpacks. These backpacks contain items such as weighted lap pads, noise-reducing headphones, and toys that can help children with attention, focus, sensory stimulation, and calming. These sensory tools are not just for children diagnosed with sensory needs. They can be used by any child in almost any setting. YS Librarian Heather Ji is working on a guide that will circulate with the backpacks on how to use the featured items. Both branches will have this collection. We are excited to see how patrons react to this collection and how they will help children who have these needs.

Account Services: Keri Carroll

I had the opportunity to volunteer for Heritage Fest this year, encouraging our patrons to fill out our “Planning for the Future” survey. I worked alongside board trustees Chris Evans and David Nutt on Sunday, drawing folks into the tent to spin the wheel, win a prize, and discuss their hopes for our libraries.

Shelver supervisor Dee Hughes, Heather Zabski, and I drove to the Northern Illinois Food Bank in Geneva on September 4 to receive training for the Child and Adult Care Food Program (CACFP) and become certified to serve during the after-school snacks Youth Services is providing. In a similar vein to the summer lunches, the library will be providing free snacks for any child ages 18 and under.

I worked with IT manager John Sabala and IT specialist Erin Pasetes concerning our wireless hotspots available for circulation, creating new procedures that will reduce the amount of time they remain active with the goal that patrons will return them sooner, allowing us to work through the extensive holds queue.

My staff continues to push forward with our shelf-reading project, having wrapped up adult fiction moved onto mystery. Additionally, they assisted Youth Services with their second-grade visits, registering the library card applications that were filled out by the students so that, when they visited the library again, they’d be able to leave with a book of their choosing.

Public Relations & Outreach: Kirstin Finneran

Met with Monica Boyer, Heather Zabski, and Jason Katsion to get started on the 2020 Winter Reading Challenge. We settled on a “Yeti” theme and some graphics that will go along with it. Departments are now working on their challenges for this year, and we decided that tshirts will be the final prize for all finishers. Tshirt and log design and final tshirt price quotes are next on the list of PR tasks for the Winter Reading Challenge.

Created a flyer to promote the Educator Cards for D300 staff.

Our annual participation in Heritage Fest was a great success this year. Our mission was to invite residents to fill out our online survey “Planning for the Future.” We had three laptops available, and all were being used simultaneously several times throughout the fest. We had 184 people fill out the survey. Any one who filled it

out received a fun green umbrella with the library logo on it. Poster sized graphics were hung around the booth to help illustrate the options of the survey. We also had the prize wheel on a continuous spin to attract folks to the booth.

Worked with Lauren Rosenthal to prepare and send a press release announcing the results of the Planning for the Future survey.

Created some new signage for A-Frame book display shelves in Youth Services Department including: Horror, Stranger Reads, New Fiction, New Non Fiction, and Harvest a New Book.

Prepared bags filled with promotional materials in Spanish for the annual Centro de Information Family Night. The event was attended by the Youth Services Department.

Worked with Jason Katsion to create a social media plan involving ATS and Youth Services departments. We look forward to getting started in October.

Meetings/Training/Events

- Friends of the Library, September 17
- Board of Trustees Meeting, September 17
- All Staff Meeting, September 20

Press

Fox Valley survey shows most residents want two libraries -- one on both sides of the district

(Courier News, Sept. 27)

eNews

Date Sent	Subject	Emails Sent	Unique Opens	Unique Open %	Total Clicks
9/11/2019	Audiovisual Sale, Murder Mysteyr Party, Smarty Pants	9903	1954	19.75%	187
9/25/2019	Lunch & Learn, Phil Aleo, Pay for College	10045	1904	18.98%	193

Facebook

Followers: 1754 (102 new followers)

Number of posts: 16

People who saw our posts: 8797

Post likes: 218

Comments: 13

Shares: 27

Clicks: 441

Top three posts according to reach:

- 1297 saw: We're excited for this weekend's East Dundee Oktoberfest! We just dropped off our Game of Thrones scarecrow. (September 26)
- 811 saw: A mystery is afoot at the Dundee Library! Join us for our Terror in Transylvania Halloween-themed murder mystery party on Saturday, October 5th from 2 pm to 4:30 pm. We're still looking for more participants! Will you be the killer? Will you be the victim? Sign up as a character to find out! <https://www.frvpld.info/terror-transylvania-murder-mystery-party-2-sessions> (September 25)
- 794 saw: Spots are still available for the Terror in Transylvania murder mystery! Characters are starting to fill up though, so don't take too long! See a complete list of characters below. (September 23)

Adult and Teen Services: Jason Katsion

On September 5, I attended the first meeting of the newly formed User Experience Advisory Group (UXAG). The purpose of this CCS advisory group is to collect and prioritize feedback from library staff, technical groups, and patrons. CCS conducts usability testing of the library catalog and other resources in collaboration with member libraries and patrons as participants. The findings are to be summarized in a report which the UXAG members will review, and then make recommendations to the CCS Governing Board.

On Saturday, September 7, Adult & Teen Services Assistants Erica Acevedo and Gene Barish hosted a Virtual Reality Open House in Corner 68. Approximately 42 people attended the event. Several whole families tried out the VR equipment. It was a promising first foray that provided us with insight into what we can do at our subsequent VR programs. On September 17, Library Assistant Erica Acevedo provided Library Trustees with a hands-on introduction to the Library's newly purchased virtual reality equipment, reprising the VR Open House that was hosted earlier in the month. Erica subsequently presented an "Innovation of the Month" that highlighted the ways in which this technology is being utilized at the Dundee Library.



On Saturday, September 15, library staff participated in the Carpentersville El Grito parade in celebration of Mexican Independence Day. Adult & Teen Services members Erica Acevedo and Vanessa Fernandez followed the library van throughout the procession, handing out candy and waving at parade attendees. Erica took extensive video and still photos throughout the parade, and subsequently used her video editing expertise to craft an attractive video that can be shared via social media.



Adult Programs and Outreach Assistant Cari Poweziak hosted two programs in September that highlighted local talent. 34 people attended Tales from the Cemetery, at which local author Don Alesi (*Letting People Down: Memories of a Cemetery Worker*) shared stories from his career as supervisor of Dundee Township cemeteries. 14 dedicated crafters attended Learn the Art of Wireweaving, which was centered on the work of local author and educator Susan Barzacchini (*Inventive Wire Weaving*).

Librarian Danielle Pacini designed our Library's contribution to the second annual Dundee Oktoberfest Scarecrow Competition. Aided by Youth Services Assistant Erin Sikorski, Danielle's vision was fully

realized. The scarecrow is in the image of *Game of Thrones* character John Snow, based on the acclaimed *A Song of Ice and Fire* series by George R.R. Martin. (To approximate John Snow's silky curls, a wig was purchased from Goodwill for \$1.75. Hair product was applied for added luster.)



Facilities: Michael Lorenzetti

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 (9/06) and did discover some areas where water could infiltrate the roof and they were repaired.

It's snack time, a new snack time program has started for Monday afternoons and facilities will be on the alert to assist.

The trees around the Dundee Library need to be pruned for safety and tree health reasons, and a request for proposals have been sent to Sebert Landscaping, Homer Tree Service, Davis Tree Service and Hendrickson Tree Service.

On 9/16 RTU 1 (roof top unit) went into failure mode. Our HVAC provider was contacted and discovered a motor has failed. It was replaced and the unit is performing as it should.

The East Dundee Fire Department was on site for the annual inspection on 9/23 and the Library passed with high praise. It is a team effort of everyone to keep our Library patrons as well as team members safe.

On 9/27 Alarm Detection Services was on site to replace the battery in the unit that sends a signal to QUADCOMM (monitoring company for fire alarms). This service was performed for free.

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

Savings in September (-\$1,823.98): Major savings to report were: Promo/discount which only runs during 2 days of the year for a lower price on the grant station software (-\$220) ; When purchasing a new firewall we were able to utilize a promotion/trade up program (-\$175.94).

Changes to Powerpac: I have been working with YS and RO Managers on standardizing our shelf location names which users see when searching the Powerpac for children's materials. Those shelving names used to always start with "Children's" but since our department is called "Youth Services" I submitted help desk tickets to our consortium office so they could perform global changes so the names start with "Youth". I also asked them to replace our "Featured Resource" on the left side navigation area of the Powerpac to show CreativeBug since it's one of our newly purchased eResources which I wanted to highlight for our patrons.

Mobile Hotspots: Due to the high patron demand for these devices 10 more were purchased and then quickly processed by PATS so that patron holds could be fulfilled.

IT/ Network: John Sabala

Virtual Reality systems debut this month and were well accepted by the patrons who visited the two events. A wide range of ages from Teenagers to Seniors tried the VR experience. Gender distribution was slightly more male. We will continue to explore content in education, skill acquisition, gaming, team building, visual and audio immersion experiences. We will dive into theme driven content as well i.e. space exploration, vacation destinations, sports, etc.

The Comprise Technology system (replacing the current payment and Pc Reservation system) deployment is underway. I expected this to be completed in September. However scheduling conflicts have slowed the deployment. We are waiting for the Comprise project team to schedule a date for Onsite Deployment and Training. This is expected to be deployed in October.

We have replaced the firewall in Randall Oak. The equipment was near it end-of-life and it was more economical to replace and trade-in the older model.

Eleven additional Hot-Spots were purchased to alleviate the forty patrons hold queue.

Additionally, two internal procedures were changed, as well, to combat late returns and people gaming the system. We no longer have prize-picks for Hot-Spots and once a Hot-Spot is past due its service will be disabled the following day. We expect to see an increase in check-outs with these changes due to their popularity.

Finally, I attended a Special Districts Midwest Summit meeting in Chicago. The topics centered around Information Technology. I am excited to explore more about the topics covered. The two takeaways I gleaned were libraries can be included in FirstNet service and DHS Cyber Security Tools.

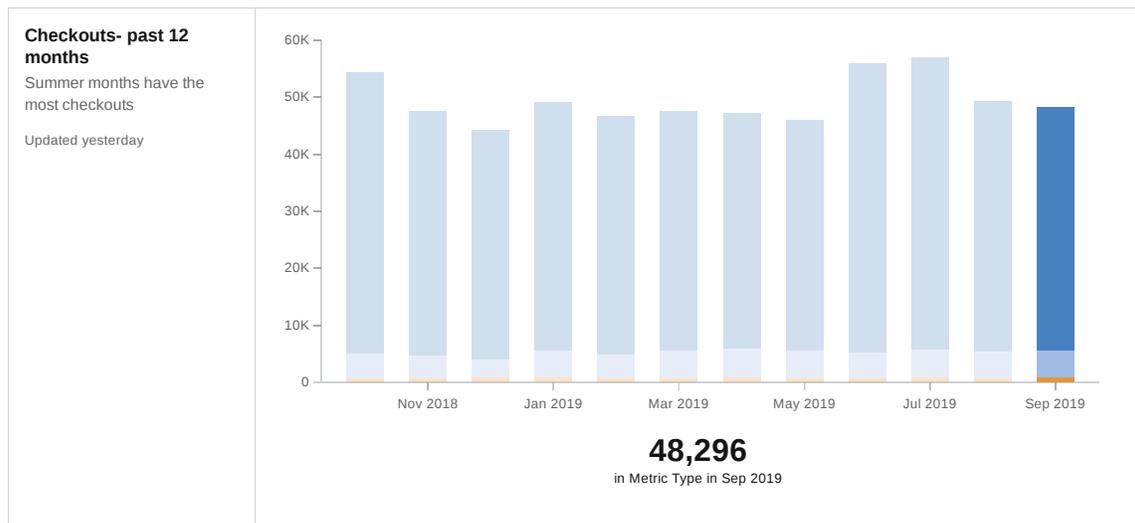
1. FirstNet is a reliable cell phone communication system ideal for first responders. Our Libraries, Schools, Park districts can be considered secondary responders in disasters and emergencies. Often these resources are needed when disaster strikes. I will investigate this service to see how it can help our district become better prepared for when disaster strikes.
2. The Department of Homeland Security revealed to us that they can assist special districts with tools to help prevent cyber threats and/or mitigate the risks. This service is free and includes things like Intrusion scanning, Phishing Assessments, as well as guidelines on policies. I am eager to engage in this area due to the rise of cybercrimes around the world.

How are we doing?

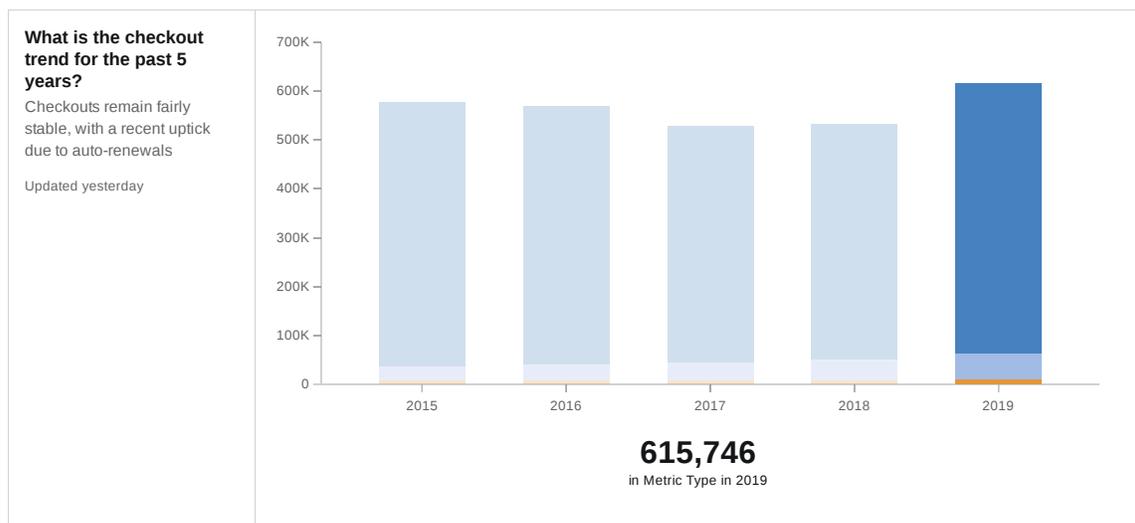
The monthly Dashboard tells our story

Click the graphs to see more details

Checkouts - past 12 months



Checkout Trend



Library Visits

How many people visit the library each month?

Summer months are the busiest at both Dundee and Randall Oaks



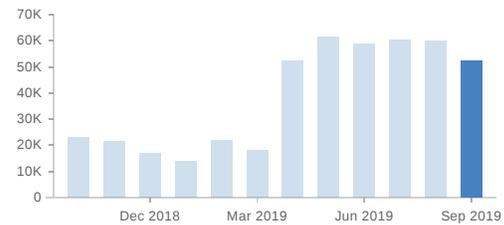
16,475

in Location in Sep 2019

Website Visits

How many people visit the library online?

Website visits have increased greatly.

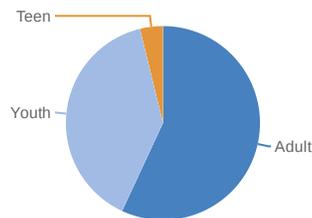


52,551

in Location in Sep 2019

Physical item checkouts

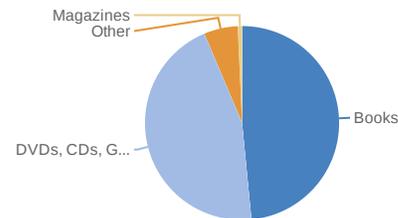
Checkouts by Audience - previous 12 months



561,920

in Department in 2019

Checkouts by Material Type - previous 12 months



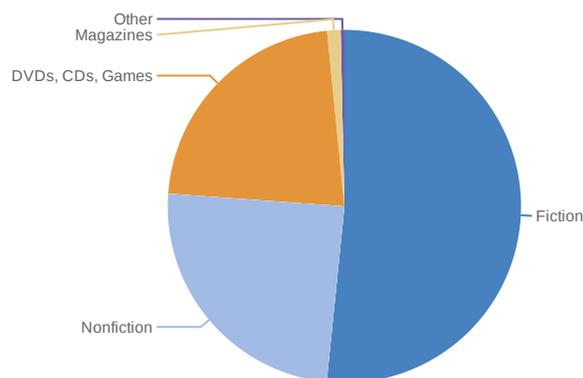
561,920

in Material Type in 2019

How many physical items are owned by our libraries?

About 25% of our collection is checked out at any time.

Updated 2 days ago



138,886

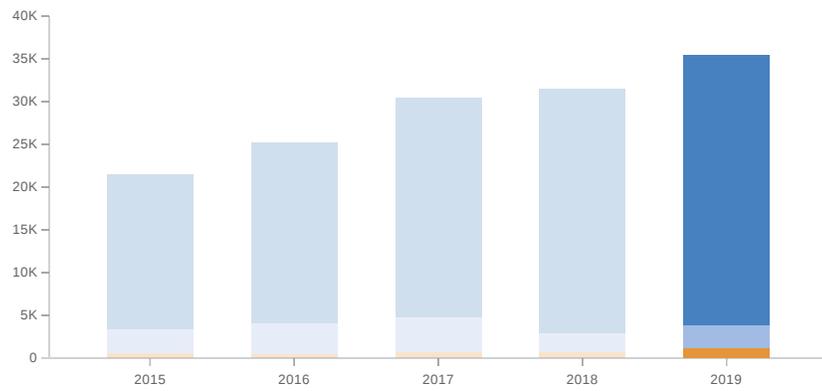
in Material Type in 2020

Program Attendance Trend

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

Attendance at programs has steadily increased.

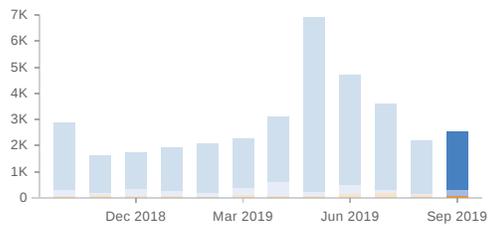
Updated yesterday



35,432
in Metric Type in 2019

How many people attend programs each month?

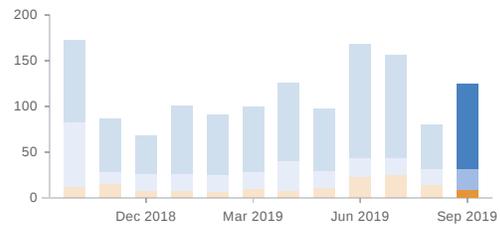
May is the busiest, promoting our Summer Reading Challenge



2,532
in Metric Type in Sep 2019

How many programs are held each month?

We hold more kids programs than adult or teen.

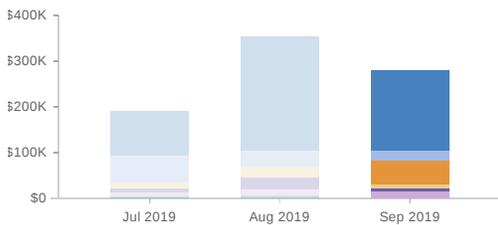


125
in Metric Type in Sep 2019

Monthly Spending- this year

How much does the Library spend each month this FY?

Spending is consistent, with increases in months containing 3 pay peri...

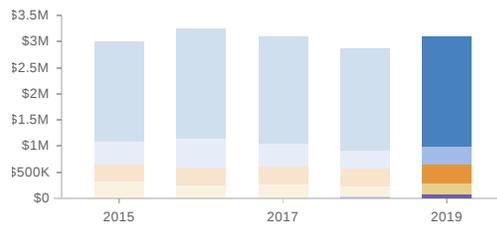


\$280,281.05
in Expenses in Sep 2019

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



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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:

Approve items A.1.a through A.1.k under the Consent Agenda as presented

- A.1.a Minutes from the September 17, 2019 Budget and Appropriation Hearing**
- A.1.b Minutes from the September 17, 2019 Board of Trustees Meeting**
- A.1.c Check/Voucher Register – AP & Payroll Complete for September 2019 totaling \$230,186.60**
- A.1.d Monthly Financial Report for September 2019**
- A.1.e Revenue Summary – All Funds Combined – Budget v Actual Revenues**
- A.1.f Revenue Summary – All Funds Combined by Period**
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses**
- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location**
- A.1.i Expenditure Summary – All Funds Combined by Period**
- A.1.j Balance Sheet for September 2019**
- A.1.k Ehlers Account Statement for September 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
Budget and Appropriation Hearing
September 17, 2019**

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

MINUTES

The hearing was called to order by FRVPLD Board President Richard Corbett at 7:02 PM.

Roll Call

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

Members absent: Trustee Dave Nutt

Others present: Director Lauren Rosenthal, Assistant Director Heather Zabski, Kirstin Finneran, Brittany Berger, Monica Boyer, Keri Carroll, Jason Katsion, John Sabala, Karin Nelson, Joseph Olsen, Tom Dangieri, Karen Werle

Public Comment

Corbett asked for any comments on the Budget and Appropriation Ordinance from those in attendance. There being none he called for a motion to *ADJOURN TO THE REGULAR BOARD OF TRUSTEES MEETING*. It was so moved by Trustee Evans and seconded by Vice President Weber.

The Budget and Appropriation Hearing was adjourned by unanimous voice vote at 7:05 PM.

Nikki Kuhlman, Secretary

**Fox River Valley Public Library District
Board of Trustee Meeting
September 17, 2019**

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

MINUTES

The meeting was called to order by President Richard Corbett at 7:00 PM. All present rose to recite the Pledge of Allegiance.

Roll Call

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

Members absent: Trustee Dave Nutt

Others present: Director Lauren Rosenthal, Assistant Director Heather Zabski, Kirstin Finneran, Brittany Berger, Monica Boyer, Keri Carroll, Jason Katsion, John Sabala, Erica Acevedo, Karin Nelson, Joseph Olsen, Tom Dangieri, Karen Werle

Adjourn to Budget and Appropriation Hearing

Corbett called for a motion to *ADJOURN TO THE BUDGET AND APPROPRIATION HEARING*. Moved by Weber and seconded by Evans. There being no discussion, meeting adjourned by unanimous voice vote at 7:02 PM.

Return to Regular Board of Trustees Meeting

The Board of Trustees meeting was reconvened by President Corbett at 7:05 PM.

Roll Call

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

Members absent: Trustee Dave Nutt

Others present: Director Lauren Rosenthal, Assistant Director Heather Zabski, Kirstin Finneran, Brittany Berger, Monica Boyer, Keri Carroll, Jason Katsion, John Sabala, Erica Acevedo, Karin Nelson, Joseph Olsen, Tom Dangieri, Karen Werle

President Corbett noted the presence of visiting Trustee Joe Olsen of the Bartlett Public Library District.

Public Comment

There was no public comment.

President's Report

Corbett noted recent improvements to library grounds. There will be a Committee of the Whole Meeting on November 16th to discuss the results of the Community Survey Director Rosenthal will outline later in the meeting. Corbett thanked Library staff and Trustees for volunteering at Heritage Fest, noting many visitors to the library booth participated in the online survey and enjoyed its prize wheel. Evans spoke of the opportunity to connect with the community.

Officer Reports

Treasurer Lindholm noted an uptick in spending for August due to three payroll periods falling into that month; spending is consistent with previous months. There were no other Officer reports.

Liaison Reports

No other reports.

Director's Report

Library Innovation of the Month

Prior to the start of the meeting, Trustees had an opportunity to experience FRVPLD's new Virtual Reality equipment. Adult and Teen Services (ATS) Assistant Erica Acevedo noted a recent VR Open House attracted enthusiastic patrons of all ages to the library, and outlined plans for programming and use. She explained the quality of the equipment is such that it can be updated to accommodate future developments in technology.

Summer Reading Challenge Wrap-Up

Account Services Manager Keri Carroll and Youth Services Manager Monica Boyer recapped the Summer Reading Challenge. Statistics were provided on participants, Challenge 'finishers', and the pool party at Dolphin's Cove that wrapped up the event with over 500 attending! Total participants exceeded the numbers from years past, although the finishers were down a bit, likely due to the more challenging tasks emphasizing Library services.

Department Reports and Dashboard

Corbett noted the Kane County Coroner reached out to FRVPLD for assistance. ATS Manager Jason Katsion explained the Coroner's office wanted to create a copy of their seal to affix to metal buckets for National Night Out. The Library was able to meet that need thanks to the design talent of Teen Librarian Danielle Pacini and her level of expertise working with the Silhouette Cameo precision cutting machine, one of many pieces of equipment available to patrons in Corner 68. Trustees noted FRVPLD's outreach to schools.

Annual Dashboard

Assistant Director Heather Zabski presented information on how FRVPLD compares to the ten largest library districts in Illinois. Out of 340 districts in the state, FRVPLD is the 7th largest yet its cost per capita and square footage are among the lowest. Program attendance increased by 11% but is not expected to grow substantially from that figure due to limited meeting space. Checkouts have increased by 20% with an assist from automatic renewals. Library visits are trending down due to the favorable economic climate.

Community Survey Results

Director Lauren Rosenthal noted after consultation, Reaching Across Illinois Library System (RAILS) has contracted with OpenGov to offer online reporting and citizen engagement to all libraries at a cost savings. FRVPLD was the first library in the nation to use OpenGov. She reported the library's first online survey using OpenGov's Open Town Hall generated 744 public and private responses to the question of what patrons preferred in terms of location for their library. Two facilities on either side of the district was the first choice; one centrally located library was second, increasing square footage at the Dundee Library, third, and no change to existing facilities, fourth. Responses came in from all communities served by FRVPLD. A Committee of the Whole Meeting of the Board of Trustees will be held at 9 AM on November 16 at the West Dundee Safety Center on Carrington Drive. Its purpose is to determine the path forward for FRVPLD based on the community survey results and comments. Rosenthal will explore all possible options suggested by the survey results prior to the meeting.

Consent Agenda

- Exhibit A.1** Items 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

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.P. AS PRESENTED*. Moved by Lindholm and seconded by Tennis, Corbett called for a roll call vote.

Roll Call Vote: Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye; Nutt – absent. 6 ayes, 0 nays, 1 absent. Motion carried.

Unfinished Business

There was no Unfinished Business.

New Business

Exhibit C.1 Ordinance 2019-13 Budget and Appropriation Ordinance

Corbett called for a motion to *ADOPT ORDINANCE 2019-13 BUDGET AND APPROPRIATION AS PRESENTED WITH A TOTAL APPROPRIATION OF \$4,091,247.00 FOR FISCAL YEAR 2019-2020*. Moved by Lindholm and seconded by Evans, item opened for discussion. Tennis noted in the absence of consensus on the amended motion he proposed in July he would not vote to adopt. There being no further discussion, Corbett called for a roll call vote.

Roll Call Vote: Evans, Lindholm, Kuhlman, Weber, Corbett – aye; Tennis – nay; Nutt – absent. 5 ayes, 1 nay, 1 absent. Motion carried.

Exhibit C.2 Equipment Maintenance Contract Renewal - Bibliotheca

Corbett called for a motion to *APPROVE ANNUAL EQUIPMENT MAINTENANCE AGREEMENTS FOR BIBLIOTHECA/ EQUIPMENT / SOFTWARE IN AN AMOUNT NOT TO EXCEED \$48,000*. Moved by Kuhlman and seconded by Evans, Corbett opened the item for discussion. Rosenthal noted security gates at Dundee Library were added, software updates and equipment maintenance are included. Bibliotheca is a sole provider for the equipment.

Corbett called for a roll call vote.

Roll Call Vote: Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye; Nutt – absent. . 6 ayes, 0 nays, 1 absent. Motion carried.

Exhibit C.3 Policy Update – Library Cards Eligibility

Corbett called for a motion to *APPROVE THE UPDATED LIBRARY CARDS ELIGIBILITY POLICY AS PRESENTED*. Moved by Weber and seconded by Kuhlman, item opened for discussion. Bylaws and Policy Liaison Evans reviewed the update and welcomed the inclusion of D300 and other school teachers in the District as eligible to hold FRVPLD Library Cards.

There was no further discussion; motion carried by unanimous voice vote.

Exhibit C.4 Rare Book Disposition

Corbett called for a motion to *DONATE THE HISTORY OF GREAT BRITAIN 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*. Moved by Evans and seconded by Weber, item opened for discussion. Rosenthal noted Library Minutes revealed the donor had removed restrictions on the books. FRVPLD does not have the environment necessary to safely preserve the books, but Judson University does.

There was no further discussion; motion carried by unanimous voice vote.

There being no further business to conduct Corbett called for a motion to *ADJOURN*; moved by Lindholm and seconded by Weber, meeting adjourned by unanimous voice vote at 9:08 PM.

Nikki Kuhlman, Secretary

Fox River Valley Public Library District
 Check/Voucher Register - AP & Payroll Complete
 10100 - BANK ACCOUNTS
 From 9/1/2019 Through 9/30/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
Advanced Disposal	42562	9/17/2019	(168.00)
Ziegler's Ace Hardware	42598	9/17/2019	115.07
Advanced Disposal	42599	9/17/2019	323.42
American Library Association	42600	9/17/2019	28.00
SYNCB/AMAZON	42601	9/17/2019	957.93
AT&T	42602	9/17/2019	322.23
AT & T Mobility	42603	9/17/2019	89.55
Baker & Taylor	42605	9/17/2019	2,543.54
Breakroom Solutions	42606	9/17/2019	116.28
Brodart Co.	42607	9/17/2019	443.27
CDS Office Technologies	42608	9/17/2019	9,159.17
Comcast	42609	9/17/2019	408.42
Comcast	42610	9/17/2019	1,222.22
ComEd	42611	9/17/2019	3,660.43
Dell Marketing L.P.	42612	9/17/2019	2,639.05
Des Plaines Public Library	42613	9/17/2019	30.99
Ehlers Investment Partners, LLC	42614	9/17/2019	676.78
Elgin Key & Lock Co., Inc.	42615	9/17/2019	81.00
ELM USA Inc.	42616	9/17/2019	107.20
Garveys Office Products	42617	9/17/2019	2,286.42
GovConnection, Inc	42618	9/17/2019	3,006.53
Green River Way, Inc.	42619	9/17/2019	806.20
Hagg Press	42620	9/17/2019	4,735.00
Illinois Library Association	42621	9/17/2019	525.00
IncredibleBats	42622	9/17/2019	325.00
INGRAM Library Services	42623	9/17/2019	2,078.28
KONE, INC	42624	9/17/2019	268.24
Lake Villa Library	42625	9/17/2019	28.00
Library Journal	42626	9/17/2019	99.00
McHenry Public Library	42627	9/17/2019	21.99
Midwest Tape Exchange, Inc.	42629	9/17/2019	5,528.30
Mobile Beacon	42630	9/17/2019	1,320.00
Nicor Gas	42631	9/17/2019	71.00
Niles-Maine District Library	42632	9/17/2019	37.04
Northern Kane County Chamber of Co...	42633	9/17/2019	40.00
OTC Brands, Inc.	42634	9/17/2019	693.45
Postmaster - Algonquin	42635	9/17/2019	235.00
Quality Logo Products, Inc	42636	9/17/2019	1,077.44
Sebert Landscaping Inc.	42637	9/17/2019	525.00
Sebert Landscaping Inc.	42638	9/17/2019	2,425.00
Showcases	42639	9/17/2019	63.70
Marty Pants dba Smarty Pants World L...	42640	9/17/2019	499.00
Team One Repair, Inc.	42641	9/17/2019	319.20
Technology Management Rev Fund	42642	9/17/2019	427.50
Tumbleweed Press Inc	42643	9/17/2019	479.20
Unique Management Services, Inc.	42644	9/17/2019	98.45
Cardmember Service	42645	9/17/2019	3,475.11
W.T. Cox Subscriptions, Inc.	42646	9/17/2019	797.40
Wellness Insurance Network	42647	9/17/2019	14,715.89
Paylocity Payroll	DD201909-01	9/13/2019	237.80
Paylocity Payroll	DD201909-02	9/27/2019	494.20
Illinois Municipal Retirement	DD201909-03	9/30/2019	<u>17,057.58</u>
	Total 10100 - BANK ACCOUNTS		<u>87,553.47</u>

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 9/1/2019 Through 9/30/2019

Vendor Name	Check Number	Effective Date	Check Amount
Report Total			87,553.47

<u>MONTHLY PAYROLL EXPENSE</u>	
GROSS PAYROLL- September 2019	140,129.32
<u>LESS EMPLOYEE PORTION:</u>	
MEDICAL INSURANCE	1,728.46
DENTAL INSURANCE	178.62
I.M.R.F	6,163.11
<u>PLUS EMPLOYER PORTION:</u>	
I.M.R.F	10,894.47
MEDICARE/F.I.C.A.	10,574.00
TOTAL PAYROLL EXPENSE	153,527.60

*Minus IMRF Employer Portion Direct Debit (10,894.47)
142,633.13

142,633.13
230,186.60 Grand Total

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 9/1/2019 Through 9/30/2019

		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	945,496.40	2,630,362.53	83.01%	538,133.47	3,168,496.00	(16.98)%
43020	PPRT	0.00	8,493.05	18.87%	36,506.95	45,000.00	(81.13)%
44010	INT & DIV INCOME	4,568.45	12,553.85	31.38%	27,446.65	40,000.50	(68.62)%
45010	PER CAPITA GRANT	86,672.50	86,672.50	100.00%	0.00	86,672.50	0.00%
45011	E-RATE GRANT	0.00	0.00	0.00%	7,500.00	7,500.00	(100.00)%
45020	OTHER GRANTS	1,599.12	1,599.12	79.95%	400.88	2,000.00	(20.04)%
46020	FINES & FEES	1,749.02	5,468.34	54.68%	4,531.66	10,000.00	(45.32)%
46030	LOST & DAMAGED	714.72	1,494.17	29.88%	3,505.83	5,000.00	(70.12)%
46200	PRINT/COPY REVENUE	52.80	52.80	0.00%	(52.80)	0.00	0.00%
46210	FAX REVENUE	23.60	23.60	0.00%	(23.60)	0.00	0.00%
46400	MISCELLANEOUS INCOME	0.00	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	37.43	65.70	26.28%	184.30	250.00	(73.72)%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	1,437.00	4,311.00	21.55%	15,689.00	20,000.00	(78.44)%
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	1,280.95	4,160.10	18.48%	18,339.90	22,500.00	(81.51)%
46210	FAX REVENUE	157.00	774.00	34.40%	1,476.00	2,250.00	(65.60)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	20.00	73.90	24.63%	226.10	300.00	(75.37)%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
46200	PRINT/COPY REVENUE	109.05	470.80	6.27%	7,029.20	7,500.00	(93.72)%
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>1,043,918.04</u>	<u>2,757,596.30</u>	<u>80.43%</u>	<u>670,822.70</u>	<u>3,428,419.00</u>	<u>(19.57)%</u>
	Total Revenues	<u>1,043,918.04</u>	<u>2,757,596.30</u>	<u>80.43%</u>	<u>670,822.70</u>	<u>3,428,419.00</u>	<u>(19.57)%</u>
Expenditures							
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 9/1/2019 Through 9/30/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
00	DEPARTMENT-WIDE						
70000	TRANSFER OUT	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%
15	PERSONNEL SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	11,371.81	31,945.70	21.29%	118,054.30	150,000.00	78.70%
52122	REIMBURSED INS	1,437.00	4,311.00	21.55%	15,689.00	20,000.00	78.44%
52123	WORKERS COMP	512.50	1,537.50	25.62%	4,462.50	6,000.00	74.38%
52124	UNEMPLOYMENT INS	0.00	1,815.02	24.20%	5,684.98	7,500.00	75.80%
52130	STAFF DEVELOPMENT	365.00	664.00	22.13%	2,336.00	3,000.00	77.87%
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	(359.35)	0.00	0.00%	0.00	0.00	0.00%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	7,050.00	7,050.00	100.00%
05	ADMINISTRATION						
52100	SALARIES	23,245.55	69,582.16	22.52%	239,360.84	308,943.00	77.48%
52130	STAFF DEVELOPMENT	580.00	1,025.00	31.53%	2,225.00	3,250.00	68.46%
40	PUBLIC RELATIONS						
52100	SALARIES	4,788.08	14,357.62	22.83%	48,510.38	62,868.00	77.16%
50	IT / NETWORK						
52100	SALARIES	7,110.71	21,089.05	22.91%	70,924.95	92,014.00	77.08%
60	PATS						
52100	SALARIES	8,910.55	27,174.43	22.40%	94,092.57	121,267.00	77.59%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
90	FACILITIES						
52100	SALARIES	8,156.32	23,993.15	23.08%	79,958.85	103,952.00	76.92%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	27,035.29	79,935.71	22.74%	271,461.29	351,397.00	77.25%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	6,000.00	6,000.00	100.00%
20	YOUTH SERVICES						
52100	SALARIES	23,051.42	66,504.31	22.21%	232,855.69	299,360.00	77.78%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	4,700.00	4,700.00	100.00%
70	ACCOUNT SERVICES						
52100	SALARIES	22,588.87	61,809.07	20.37%	241,535.93	303,345.00	79.62%
52130	STAFF DEVELOPMENT	610.00	610.00	30.50%	1,390.00	2,000.00	69.50%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 9/1/2019 Through 9/30/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
75	SHELVERS						
52100	SALARIES	2,992.31	8,626.22	22.92%	28,999.78	37,626.00	77.07%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	12,250.22	34,782.36	21.84%	124,445.64	159,228.00	78.16%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
	Total PERSONNEL SERVICES/BENEFITS	154,646.28	449,762.30	21.83%	1,610,237.70	2,060,000.00	78.17%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	159.34	730.14	8.11%	8,269.86	9,000.00	91.89%
61500	DATABASES	3,874.20	37,638.86	62.73%	22,361.14	60,000.00	37.27%
61510	EBOOKS	801.94	18,334.79	46.00%	21,515.21	39,850.00	53.99%
61520	DOWNLOADABLE MEDIA	2,209.88	14,569.41	56.03%	11,430.59	26,000.00	43.96%
64100	PROC FEES BOOKS	183.30	541.45	13.53%	3,458.55	4,000.00	86.46%
64200	PROC FEES AV	684.85	1,903.15	23.78%	6,096.85	8,000.00	76.21%
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	99.00	1,877.72	93.88%	122.28	2,000.00	6.11%
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	3,694.60	67.17%	1,805.40	5,500.00	32.83%
61600	GAMES	1,481.43	4,115.24	27.43%	10,884.76	15,000.00	72.57%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	2,350.21	7,288.39	26.99%	19,711.61	27,000.00	73.01%
61111	BOOKS LARGE TYPE	238.07	324.43	10.81%	2,675.57	3,000.00	89.19%
61120	BOOKS NF	791.75	2,833.58	18.89%	12,166.42	15,000.00	81.11%
61130	BOOKS SPANISH	353.83	911.10	22.77%	3,088.90	4,000.00	77.22%
61330	AUDIOBOOKS	603.85	1,990.52	28.43%	5,009.48	7,000.00	71.56%
61350	MUSIC	277.25	767.93	15.35%	4,232.07	5,000.00	84.64%
61400	DVD	1,380.89	4,433.77	26.08%	12,566.23	17,000.00	73.92%
61700	NONTRADITIONAL MATERIALS	0.00	237.82	4.75%	4,762.18	5,000.00	95.24%
15	TEEN						

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 9/1/2019 Through 9/30/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
61100	BOOKS	284.25	1,045.80	16.08%	5,454.20	6,500.00	83.91%
61130	BOOKS SPANISH	189.75	370.70	12.35%	2,629.30	3,000.00	87.64%
61330	AUDIOBOOKS	0.00	49.98	1.66%	2,950.02	3,000.00	98.33%
20	YOUTH SERVICES						
61100	BOOKS	930.82	2,231.03	4.13%	51,768.97	54,000.00	95.87%
61130	BOOKS SPANISH	439.59	901.29	11.26%	7,098.71	8,000.00	88.73%
61330	AUDIOBOOKS	0.00	33.99	2.26%	1,466.01	1,500.00	97.73%
61350	MUSIC	112.40	112.40	11.24%	887.60	1,000.00	88.76%
61400	DVD	565.98	1,177.73	11.77%	8,822.27	10,000.00	88.22%
61700	NONTRADITIONAL MATERIALS	9.58	21.38	0.71%	2,978.62	3,000.00	99.29%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	797.40	1,225.02	111.36%	(125.02)	1,100.00	(11.37)%
61600	GAMES	446.32	1,054.14	21.08%	3,945.86	5,000.00	78.92%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	951.78	3,442.86	34.42%	6,557.14	10,000.00	65.57%
61120	BOOKS NF	120.33	296.59	9.88%	2,703.41	3,000.00	90.11%
61400	DVD	510.53	1,614.02	40.35%	2,385.98	4,000.00	59.65%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
15	TEEN						
61100	BOOKS	60.79	847.55	21.18%	3,152.45	4,000.00	78.81%
61330	AUDIOBOOKS	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
20	YOUTH SERVICES						
61100	BOOKS	287.83	986.49	5.19%	18,013.51	19,000.00	94.81%
61130	BOOKS SPANISH	253.82	312.25	15.61%	1,687.75	2,000.00	84.39%
61400	DVD	104.94	442.29	14.74%	2,557.71	3,000.00	85.26%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
	Total LIBRARY MATERIALS	21,555.90	118,774.41	28.97%	291,225.59	410,000.00	71.03%
51	LIBRARY OPERATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	17.99	411.32	13.71%	2,588.68	3,000.00	86.29%
70900	SUPPLIES	405.04	1,890.14	13.50%	12,109.86	14,000.00	86.50%
73225	PUBLIC LIABILITY INS	1,807.25	5,421.75	22.59%	18,578.25	24,000.00	77.41%
73230	TRANSPORTATION REIMBURSEMENT	344.74	1,099.98	27.49%	2,900.02	4,000.00	72.50%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 9/1/2019 Through 9/30/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
73240	BOARD EXPENSES	525.00	675.00	33.75%	1,325.00	2,000.00	66.25%
73241	LEGAL NOTICES FEES	0.00	56.35	2.81%	1,943.65	2,000.00	97.18%
73242	MEMBERSHIPS	0.00	1,815.00	59.02%	1,260.00	3,075.00	40.98%
73245	BACKGROUND CHECK FEES	0.00	36.00	4.50%	764.00	800.00	95.50%
73250	BANK CHARGES	125.45	324.04	8.59%	3,447.96	3,772.00	91.41%
73255	INVESTMENT FEES	676.78	1,999.52	28.56%	5,000.48	7,000.00	71.44%
73258	MATERIALS RECOVERY FEE	98.45	232.70	9.30%	2,267.30	2,500.00	90.69%
73260	LOST & PAID FORWARDING	0.00	140.37	14.03%	859.63	1,000.00	85.96%
73280	COST OF ITEMS SOLD	54.60	54.60	10.92%	445.40	500.00	89.08%
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	19.57	19.57	1.56%	1,230.43	1,250.00	98.43%
73295	MEETING EXPENSE	691.52	691.52	23.05%	2,308.48	3,000.00	76.95%
76500	CASH UNDER	1.02	2.67	1.06%	247.33	250.00	98.93%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	3,380.00	3,380.00	100.00%
05	ADMINISTRATION						
73242	MEMBERSHIPS	40.00	540.00	20.22%	2,130.00	2,670.00	79.78%
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	0.00	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	541.50	1,998.63	19.98%	8,001.37	10,000.00	80.01%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	265.23	9,660.97	53.67%	8,339.03	18,000.00	46.33%
73520	PLANT OPERATION	115.07	3,722.90	14.89%	21,277.10	25,000.00	85.11%
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	20.00	4.00%	480.00	500.00	96.00%
70	ACCOUNT SERVICES						
73242	MEMBERSHIPS	151.00	151.00	60.40%	99.00	250.00	39.60%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 9/1/2019 Through 9/30/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	43.94	150.18	7.50%	1,849.82	2,000.00	92.49%
73505	RENT EXPENSE	5,407.50	16,222.50	25.00%	48,667.50	64,890.00	75.00%
80	RANDALL OAKS						
73242	MEMBERSHIPS	0.00	0.00	0.00%	500.00	500.00	100.00%
	Total LIBRARY OPERATIONS	11,331.65	47,759.00	20.43%	186,023.00	233,782.00	79.57%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	235.00	2,235.00	22.35%	7,765.00	10,000.00	77.65%
70900	SUPPLIES	2,336.22	3,749.14	45.72%	4,450.86	8,200.00	54.28%
73010	NEWSLETTER	0.00	4,735.00	24.66%	14,465.00	19,200.00	75.34%
73020	OUTSIDE PRINTING	0.00	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	2,571.22	11,170.80	27.51%	29,429.20	40,600.00	72.49%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
73151	SUMMER READING	51.22	2,710.36	16.93%	13,289.64	16,000.00	83.06%
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	65.00	215.30	8.61%	2,284.70	2,500.00	91.39%
73150	PERFORMERS	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
15	TEEN						
70900	SUPPLIES	132.00	607.55	40.50%	892.45	1,500.00	59.50%
20	YOUTH SERVICES						
70900	SUPPLIES	1,073.60	2,755.48	21.19%	10,244.52	13,000.00	78.80%
73150	PERFORMERS	325.00	325.00	13.00%	2,175.00	2,500.00	87.00%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	239.02	239.02	23.90%	760.98	1,000.00	76.10%
	Total GENERAL PROGRAMMING	1,885.84	8,027.89	18.37%	35,672.11	43,700.00	81.63%
54	COMPUTER						
0	District Wide						

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 9/1/2019 Through 9/30/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
00	DEPARTMENT-WIDE						
70900	SUPPLIES	88.03	856.87	11.96%	6,303.13	7,160.00	88.03%
73320	CCS SHARED COST	0.00	13,483.00	24.92%	40,616.00	54,099.00	75.08%
73330	CONSULTING - COMPUTER SERVICES	4,644.00	5,977.50	39.85%	9,022.50	15,000.00	60.15%
73340	SOFTWARE	1,016.72	3,197.64	17.28%	15,302.36	18,500.00	82.72%
73350	INTERNET LINES	749.73	2,263.73	16.76%	11,236.27	13,500.00	83.23%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	151.85	455.55	15.18%	2,544.45	3,000.00	84.81%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	151.85	455.55	15.18%	2,544.45	3,000.00	84.81%
	Total COMPUTER	6,802.18	26,689.84	23.36%	87,569.16	114,259.00	76.64%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73246	PAYROLL SERVICE	732.00	2,406.34	24.06%	7,593.66	10,000.00	75.94%
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	732.00	2,406.34	6.90%	32,468.66	34,875.00	93.10%
61	MAINTENANCE						
0	District Wide						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	1,675.20	1,675.20	16.10%	8,724.80	10,400.00	83.89%
73310	CATALOGING - COMPUTER SERVICE	0.00	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	36.46	146.25	14.62%	853.75	1,000.00	85.38%
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	27,103.64	27,103.64	99.99%	1.36	27,105.00	0.01%
73500	BUILDING REPAIRS AND MAINTENANCE	1,324.48	1,324.48	4.41%	28,675.52	30,000.00	95.59%
73530	EQUIPMENT MAINT	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73540	CONTRACTS: BUILDING MAINTENANCE	1,542.66	4,472.34	7.60%	54,357.66	58,830.00	92.40%
2	Randall Oaks						

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
10 - GENERAL/CORPORATE
From 9/1/2019 Through 9/30/2019

		Month Activity	Year Activity	FY1920 Percent Used	FY1920 \$ Remaining	Total Working Budget - FY1920	Percent Total Budget Remaining - FY1920 Working Budget
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	18,849.24	18,849.24	99.49%	95.76	18,945.00	0.51%
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	50,531.68	55,260.22	34.94%	102,909.78	158,170.00	65.06%
65	UTILITIES						
0	District Wide						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	89.55	270.90	7.56%	3,309.10	3,580.00	92.43%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	1,151.69	3,457.94	26.39%	9,642.06	13,100.00	73.60%
73610	ELECTRICITY	3,660.43	10,620.28	26.55%	29,379.72	40,000.00	73.45%
73620	WATER AND SEWER	0.00	639.86	12.79%	4,360.14	5,000.00	87.20%
73630	GAS	71.00	166.37	3.32%	4,833.63	5,000.00	96.67%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	175.25	525.75	23.89%	1,674.25	2,200.00	76.10%
	Total UTILITIES	5,147.92	15,681.10	22.77%	53,198.90	68,880.00	77.23%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIP	418.98	818.97	7.31%	10,381.03	11,200.00	92.69%
73300	COMPUTER EQUIPMENT	237.00	12,734.56	47.07%	14,315.44	27,050.00	52.92%
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	655.98	13,553.53	30.22%	31,296.47	44,850.00	69.78%
	Total Expenditures	255,860.65	749,085.43	22.51%	2,578,366.57	3,327,452.00	77.49%
	Net Increase(Decrease) in Fund Balance	788,057.39	2,008,510.87	1,989.27%	(1,907,543.87)	100,967.00	1,889.27%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
20 - FICA
From 9/1/2019 Through 9/30/2019

		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	32,824.34	91,316.99	83.01%	18,683.01	110,000.00	(16.98)%
44010	INT & DIV INCOME	138.37	375.25	75.05%	124.75	500.00	(24.95)%
	Total REVENUES	<u>32,962.71</u>	<u>91,692.24</u>	<u>82.98%</u>	<u>18,807.76</u>	<u>110,500.00</u>	<u>(17.02)%</u>
	Total Revenues	<u>32,962.71</u>	<u>91,692.24</u>	<u>82.98%</u>	<u>18,807.76</u>	<u>110,500.00</u>	<u>(17.02)%</u>
Expenditures							
15	PERSONNEL						
	SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52212	FICA / MEDICARE	10,574.00	36,547.93	26.10%	103,452.07	140,000.00	73.89%
	Total PERSONNEL SERVICES/BENEFITS	<u>10,574.00</u>	<u>36,547.93</u>	<u>26.11%</u>	<u>103,452.07</u>	<u>140,000.00</u>	<u>73.89%</u>
	Total Expenditures	<u>10,574.00</u>	<u>36,547.93</u>	<u>26.11%</u>	<u>103,452.07</u>	<u>140,000.00</u>	<u>73.89%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>22,388.71</u></u>	<u><u>55,144.31</u></u>	<u><u>(186.92)%</u></u>	<u><u>(84,644.31)</u></u>	<u><u>(29,500.00)</u></u>	<u><u>(286.93)%</u></u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
30 - IMRF
From 9/1/2019 Through 9/30/2019

		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	35,808.90	99,620.11	83.01%	20,379.89	120,000.00	(16.98)%
44010	INT & DIV INCOME	230.72	593.26	118.65%	(93.26)	500.00	18.65%
	Total REVENUES	<u>36,039.62</u>	<u>100,213.37</u>	<u>83.16%</u>	<u>20,286.63</u>	<u>120,500.00</u>	<u>(16.84)%</u>
	Total Revenues	<u>36,039.62</u>	<u>100,213.37</u>	<u>83.16%</u>	<u>20,286.63</u>	<u>120,500.00</u>	<u>(16.84)%</u>
	Expenditures						
15	PERSONNEL						
	SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52121	IMRF	10,894.47	37,714.93	23.57%	122,285.07	160,000.00	76.43%
	Total PERSONNEL SERVICES/BENEFITS	<u>10,894.47</u>	<u>37,714.93</u>	<u>23.57%</u>	<u>122,285.07</u>	<u>160,000.00</u>	<u>76.43%</u>
	Total Expenditures	<u>10,894.47</u>	<u>37,714.93</u>	<u>23.57%</u>	<u>122,285.07</u>	<u>160,000.00</u>	<u>76.43%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>25,145.15</u></u>	<u><u>62,498.44</u></u>	<u><u>(158.22)%</u></u>	<u><u>(101,998.44)</u></u>	<u><u>(39,500.00)</u></u>	<u><u>(258.22)%</u></u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY1920
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 9/1/2019 Through 9/30/2019

		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	5,100.20	9,631.68	24.07%	30,368.32	40,000.00	(75.92)%
	Total REVENUES	5,100.20	9,631.68	24.08%	30,368.32	40,000.00	(75.92)%
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	5,100.20	9,631.68	6.08%	148,704.32	158,336.00	(93.92)%
Expenditures							
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	0.00	3,151.03	11.67%	23,848.97	27,000.00	88.33%
73340	SOFTWARE	2,951.93	2,951.93	29.51%	7,048.07	10,000.00	70.48%
	Total COMPUTER	2,951.93	6,102.96	16.49%	30,897.04	37,000.00	83.51%
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	2,951.93	6,102.96	3.04%	194,700.04	200,803.00	96.96%

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY1920
 70 - CAPITAL PROJECTS/SPECIAL RESERVE
 From 9/1/2019 Through 9/30/2019

	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>2,148.27</u>	<u>3,528.72</u>	<u>(8.30)%</u>	<u>(45,995.72)</u>	<u>(42,467.00)</u>	(108.31)%

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY1920
 80 - WORKING CASH
 From 9/1/2019 Through 9/30/2019

	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	214.52	383.24	25.54%	1,116.76	1,500.00	(74.45)%
Total REVENUES	<u>214.52</u>	<u>383.24</u>	<u>25.55%</u>	<u>1,116.76</u>	<u>1,500.00</u>	<u>(74.45)%</u>
Total Revenues	<u>214.52</u>	<u>383.24</u>	<u>25.55%</u>	<u>1,116.76</u>	<u>1,500.00</u>	<u>(74.45)%</u>
Net Increase(Decrease) in Fund Balance	<u>214.52</u>	<u>383.24</u>	<u>25.54%</u>	<u>1,116.76</u>	<u>1,500.00</u>	<u>(74.45)%</u>

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY1920
 90 - DONATION / GIFT
 From 9/1/2019 Through 9/30/2019

		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	348.95	639.18	15.97%	3,360.82	4,000.00	(84.02)%
49010	MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00	(100.00)%
	Total REVENUES	<u>348.95</u>	<u>639.18</u>	<u>7.10%</u>	<u>8,360.82</u>	<u>9,000.00</u>	<u>(92.90)%</u>
	Total Revenues	<u>348.95</u>	<u>639.18</u>	<u>7.10%</u>	<u>8,360.82</u>	<u>9,000.00</u>	<u>(92.90)%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>348.95</u></u>	<u><u>639.18</u></u>	<u><u>7.10%</u></u>	<u><u>8,360.82</u></u>	<u><u>9,000.00</u></u>	<u><u>(92.90)%</u></u>

Fox River Valley Public Library District
 Revenue Summary - All Funds Combined - Budget v Actual Revenues FY1920
 From 9/1/2019 Through 9/30/2019

Attachment to Exhibit A.1.e

	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	1,014,129.64	2,821,299.63	83.01%	3,398,496.00	577,196.37 (16.98)%
43020	PPRT	0.00	8,493.05	18.87%	45,000.00	36,506.95 (81.13)%
44010	INT & DIV INCOME	10,601.21	24,176.46	27.94%	86,500.50	62,324.04 (72.05)%
45010	PER CAPITA GRANT	86,672.50	86,672.50	100.00%	86,672.50	0.00 0.00%
45011	E-RATE GRANT	0.00	0.00	0.00%	7,500.00	7,500.00 (100.00)%
45020	OTHER GRANTS	1,599.12	1,599.12	79.95%	2,000.00	400.88 (20.04)%
46020	FINES & FEES	1,749.02	5,468.34	54.68%	10,000.00	4,531.66 (45.32)%
46030	LOST & DAMAGED	714.72	1,494.17	29.88%	5,000.00	3,505.83 (70.12)%
46110	MEETING RM RENTAL	0.00	0.00	0.00%	100.00	100.00 (100.00)%
46200	PRINT/COPY REVENUE	1,442.80	4,683.70	15.61%	30,000.00	25,316.30 (84.39)%
46210	FAX REVENUE	180.60	797.60	26.58%	3,000.00	2,202.40 (73.41)%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	20.00	73.90	18.47%	400.00	326.10 (81.53)%
46400	MISCELLANEOUS INCOME	0.00	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	37.43	65.70	26.28%	250.00	184.30 (73.72)%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	1,437.00	4,311.00	21.55%	20,000.00	15,689.00 (78.44)%
49010	MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00 (100.00)%
	Total Revenues	<u>1,118,584.04</u>	<u>2,960,156.01</u>	<u>79.79%</u>	<u>3,709,919.00</u>	<u>749,762.99</u> (20.21)%
	Net Increase(Decrease) in Fund Balance	<u>1,118,584.04</u>	<u>2,960,156.01</u>	<u>79.79%</u>	<u>3,709,919.00</u>	<u>749,762.99</u> (20.21)%

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

	7/1/2019 - 7/31/2019	8/1/2019 - 8/31/2019	9/1/2019 - 9/30/2019	10/1/2019 - 10/31/2019	11/1/2019 - 11/30/2019	12/1/2019 - 12/31/2019	1/1/2020 - 1/31/2020	2/1/2020 - 2/29/2020	3/1/2020 - 3/31/2020	4/1/2020 - 4/30/2020	5/1/2020 - 5/31/2020	6/1/2020 - 6/30/2020	Total
Revenues													
TAX LEVY	1,770,107.84	37,062.15	1,014,129.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,821,299.63
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	10,601.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24,176.46
PER CAPITA GRANT	0.00	0.00	86,672.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86,672.50
OTHER GRANTS	0.00	0.00	1,599.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,599.12
FINES & FEES	1,817.30	1,902.02	1,749.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,468.34
LOST & DAMAGED	455.84	323.61	714.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,494.17
PRINT/COPY REVENUE	1,588.10	1,652.80	1,442.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,683.70
FAX REVENUE	278.00	339.00	180.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	797.60
TAXABLE SALES (USB, DVD, EARBUDS)	30.60	23.30	20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	73.90
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	37.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65.70
RETIRED EMPLOYEE REIMBURSEMENTS	1,437.00	1,437.00	1,437.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,311.00
Total Revenues	<u>1,788,766.77</u>	<u>52,805.20</u>	<u>1,118,584.04</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>	2,960,156.01
Net Increase(Decrease) in Fund Balance	<u>1,788,766.77</u>	<u>52,805.20</u>	<u>1,118,584.04</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>	2,960,156.01

Fox River Valley Public Library District
 Expenditure Summary - All Funds Combined - Budget v Actual Expenditures FY1920
 From 9/1/2019 Through 9/30/2019

Attachment to Exhibit A.1.g

	Month Activity	Year Activity	FY1920 Percent Used	Total Budget - FY1920 Working Budget	FY1920 \$ Remaining	FY1920 Percent Remaining
Expenditures						
15	Personnel Expenses					
15	176,114.75	524,025.16	22.20%	2,360,000.00	1,835,974.84	77.79%
	SERVICES/BENEFITS					
	176,114.75	524,025.16	22.20%	2,360,000.00	1,835,974.84	77.80%
20	Library Materials					
20	21,555.90	118,774.41	28.96%	410,000.00	291,225.59	71.03%
	LIBRARY MATERIALS					
	21,555.90	118,774.41	28.97%	410,000.00	291,225.59	71.03%
50	Operating Expenses					
51	11,331.65	47,759.00	20.42%	233,782.00	186,023.00	79.57%
52	2,571.22	11,170.80	27.51%	40,600.00	29,429.20	72.48%
53	1,885.84	8,027.89	18.37%	43,700.00	35,672.11	81.62%
54	9,754.11	32,792.80	21.67%	151,259.00	118,466.20	78.32%
55	732.00	2,406.34	2.68%	89,678.00	87,271.66	97.31%
	PROFESSIONAL FEES					
	26,274.82	102,156.83	18.27%	559,019.00	456,862.17	81.73%
60	Building Expenses					
61	50,531.68	55,260.22	30.33%	182,170.00	126,909.78	69.66%
65	5,147.92	15,681.10	22.76%	68,880.00	53,198.90	77.23%
	UTILITIES					
	55,679.60	70,941.32	28.26%	251,050.00	180,108.68	71.74%
70	Capital Expense					
70	655.98	13,553.53	10.43%	129,850.00	116,296.47	89.56%
	CAPITAL EXPENSE					
	655.98	13,553.53	10.44%	129,850.00	116,296.47	89.56%
	Total Capital Expense					
	280,281.05	829,451.25	22.36%	3,709,919.00	2,880,467.75	77.64%
	Total Expenditures					
	(280,281.05)	(829,451.25)	22.35%	(3,709,919.00)	(2,880,467.75)	77.64%
	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 9/1/2019 Through 9/30/2019

Attachment to Exhibit A.1.h

		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	87,586.64	271,757.49	22.76%	1,193,844.00	922,086.51	77.23%
20	Library Materials	8,012.51	76,011.52	48.44%	156,900.00	80,888.48	51.55%
50	Operating Expenses	18,153.76	67,175.83	16.06%	418,129.00	350,953.17	83.93%
60	Building Expenses	1,801.21	3,781.42	15.71%	24,070.00	20,288.58	84.28%
70	Capital Expense	655.98	13,553.53	10.99%	123,250.00	109,696.47	89.00%
	Total District Wide	<u>116,210.10</u>	<u>432,279.79</u>	<u>22.56%</u>	<u>1,916,193.00</u>	<u>1,483,913.21</u>	<u>77.44%</u>
1	Dundee Library						
15	Personnel Expenses	76,277.89	217,485.31	21.65%	1,004,428.00	786,942.69	78.34%
20	Library Materials	10,009.65	32,541.68	16.56%	196,500.00	163,958.32	83.43%
50	Operating Expenses	2,278.75	17,913.75	25.77%	69,500.00	51,586.25	74.22%
60	Building Expenses	34,853.90	47,784.91	23.30%	205,035.00	157,250.09	76.69%
70	Capital Expense	0.00	0.00	0.00%	6,600.00	6,600.00	100.00%
	Total Dundee Library	<u>123,420.19</u>	<u>315,725.65</u>	<u>21.30%</u>	<u>1,482,063.00</u>	<u>1,166,337.35</u>	<u>78.70%</u>
2	Randall Oaks						
15	Personnel Expenses	12,250.22	34,782.36	21.50%	161,728.00	126,945.64	78.49%
20	Library Materials	3,533.74	10,221.21	18.05%	56,600.00	46,378.79	81.94%
50	Operating Expenses	5,842.31	17,067.25	23.90%	71,390.00	54,322.75	76.09%
60	Building Expenses	19,024.49	19,374.99	88.28%	21,945.00	2,570.01	11.71%
	Total Randall Oaks	<u>40,650.76</u>	<u>81,445.81</u>	<u>26.13%</u>	<u>311,663.00</u>	<u>230,217.19</u>	<u>73.87%</u>
	Total Expenditures	<u>280,281.05</u>	<u>829,451.25</u>	<u>22.36%</u>	<u>3,709,919.00</u>	<u>2,880,467.75</u>	<u>77.64%</u>
	Net Increase(Decrease) in Fund Balance	<u>(280,281.05)</u>	<u>(829,451.25)</u>	<u>22.35%</u>	<u>(3,709,919.00)</u>	<u>(2,880,467.75)</u>	<u>77.64%</u>

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 - 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
Expenditures													
Personnel Expenses													
PERSONNEL SERVICES/BENEFITS	98,292.14	249,618.27	176,114.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	524,025.16
Library Materials													
LIBRARY MATERIALS	60,696.56	36,521.95	21,555.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	118,774.41
Operating Expenses													
LIBRARY OPERATIONS	11,832.66	24,594.69	11,331.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	47,759.00
PUBLIC RELATIONS	3,496.48	5,103.10	2,571.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,170.80
GENERAL PROGRAMMING	4,102.67	2,039.38	1,885.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,027.89
COMPUTER	4,119.99	18,918.70	9,754.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32,792.80
PROFESSIONAL FEES	717.52	956.82	732.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,406.34
Building Expenses													
MAINTENANCE	1,204.09	3,524.45	50,531.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55,260.22
UTILITIES	4,578.10	5,955.08	5,147.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,681.10
Capital Expense													
CAPITAL EXPENSE	<u>4,490.06</u>	<u>8,407.49</u>	<u>655.98</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>	13,553.53
Total Expenditures	<u>193,530.27</u>	<u>355,639.93</u>	<u>280,281.05</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>	829,451.25
Net Increase(Decrease) in Fund Balance	<u>(193,530.27)</u>	<u>(355,639.93)</u>	<u>(280,281.05)</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>	(829,451.25)

Fox River Valley Public Library District

Attachment to Exhibit A.1.j

Balance Sheet
As of 9/30/2019

		<u>Current Year</u>
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	2,527,295.69
20	FICA	76,166.45
30	IMRF	114,816.14
70	CAPITAL PROJECTS/SPECIAL RESERVE	332,921.87
80	WORKING CASH	338.92
90	DONATION / GIFT	<u>6,286.83</u>
	Total Checking Accounts	3,057,825.90
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	783,137.27
70	CAPITAL PROJECTS/SPECIAL RESERVE	3,015,693.81
80	WORKING CASH	152,887.28
90	DONATION / GIFT	<u>240,892.04</u>
	Total Investments	<u>4,192,610.40</u>
	Total Cash and Investments	7,250,870.30
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	21,630.00
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	6,959.25
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	22,018.91
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	98.40
14300	GRANT RECEIVABLES	
10	GENERAL/CORPORATE	86,672.50
14500	PROPERTY TAX RECEIVABLES	
10	GENERAL/CORPORATE	538,133.28
20	FICA	18,574.19
30	IMRF	<u>20,489.30</u>
	Total Other Assets	<u>714,575.83</u>
	Total Assets	<u><u>7,965,446.13</u></u>

Liabilities and Fund Balance

Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	60,377.92
22054	CREDIT CARD PAYABLE HARO	
10	GENERAL/CORPORATE	36.46
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	191.56
22056	CREDIT CARD PAYABLE WERLE	
10	GENERAL/CORPORATE	340.36
22062	CREDIT CARD PAYABLE PACINI	
10	GENERAL/CORPORATE	14.07
22064	CREDIT CARD PAYABLE ROSENTHAL	
10	GENERAL/CORPORATE	41.53
22068	CREDIT CARD PAYABLE ZABSKI	
10	GENERAL/CORPORATE	305.00
22070	CREDIT CARD PAYABLE LORENZETTI	

Return to Agenda

Fox River Valley Public Library District

Attachment to Exhibit A.1.j

Balance Sheet
As of 9/30/2019

		<u>Current Year</u>
10	GENERAL/CORPORATE	34.48
22074	CREDIT CARD PAYABLE KATSION	
10	GENERAL/CORPORATE	1,103.76
22076	CREDIT CARD PAYABLE CORTES	
10	GENERAL/CORPORATE	270.94
22077	CREDIT CARD PAYABLE CARROLL	
10	GENERAL/CORPORATE	456.00
22079	CREDIT CARD PAYABLE REDDING	
10	GENERAL/CORPORATE	22.94
22082	CREDIT CARD PAYABLE CARAPIA	
10	GENERAL/CORPORATE	85.11
22083	CREDIT CARD PAYABLE BOYER	
10	GENERAL/CORPORATE	382.30
22084	CREDIT CARD PAYABLE SABALA	
10	GENERAL/CORPORATE	345.00
27800	DEFERRED GRANTS	
10	GENERAL/CORPORATE	86,672.50
27900	DEFERRED TAXES	
10	GENERAL/CORPORATE	538,133.28
20	FICA	18,574.19
30	IMRF	<u>20,489.30</u>
	Total Liabilities	727,876.70
	Fund Balance	
10	GENERAL/CORPORATE	3,297,566.09
20	FICA	76,166.45
30	IMRF	114,816.14
70	CAPITAL PROJECTS/SPECIAL RESERVE	3,348,615.68
80	WORKING CASH	153,226.20
90	DONATION / GIFT	<u>247,178.87</u>
	Total Fund Balance	<u>7,237,569.43</u>
	Total Liabilities and Fund Balance	<u><u>7,965,446.13</u></u>



Investment Inventory Month End
Fox Rvr Valley All Agg (111383)
09/30/2019

Description	Purchase/Settle Date	Maturity Date	Current Face Value	Coupon Rate	Purchase Yield	Identifier	Market Value	FDIC Number
Cash	---	09/30/2019	0.00	0.000	---	CCYUSD	41.16	---
MMDA12	---	09/30/2019	0.00	0.000	---	MMDA12	4,988.70	---
FEDERATED GOVT OBL INST	09/10/2019	09/30/2019	0.00	1.950	---	BBG000BX6PZ4	36,000.00	---
Capital One Bank (USA), National Association	09/27/2017	10/04/2019	245,000.00	1.700	1.700	BBG00HTM5PM7	244,995.10	33954
Synchrony Bank	12/19/2017	10/07/2019	8,000.00	1.950	2.068	BBG003FSZV17	8,000.08	27314
BBVA USA	11/28/2018	11/29/2019	187,000.00	2.700	2.717	BBVASM	187,239.36	19048
First Commercial Bank, Inc.	07/14/2017	01/31/2020	240,000.00	1.650	1.669	BBG00H3PC072	239,822.40	57069
Belmont Bank & Trust Company	09/27/2017	04/13/2020	245,000.00	1.700	1.690	BBG00HTMCM73	244,826.05	58165
Medallion Bank	10/20/2017	04/20/2020	145,000.00	1.750	1.766	BBG00HW3T669	144,936.20	57449
United Prairie Bank Inc	10/25/2017	04/24/2020	245,000.00	1.750	1.752	BBG00HYJ4Z3	244,892.20	10958
Wells Fargo Bank, National Association	07/02/2018	06/29/2020	200,000.00	2.800	2.822	BBG00L4VQYG0	201,480.00	3511
Capital One, N.A.	07/14/2017	07/20/2020	240,000.00	1.850	1.865	BBG00H433JS6	240,091.20	4297
Comenity Capital Bank	09/27/2017	10/05/2020	245,000.00	1.950	1.951	BBG00HT9QXN5	245,369.95	57570
First National Bank of Decatur County	07/02/2018	12/29/2020	200,000.00	2.850	2.868	BBG00L95RN39	202,588.00	17011
Morgan Stanley Bank, N.A.	01/25/2018	01/25/2021	215,000.00	2.450	2.450	BBG00JRX CZG8	216,818.90	32992
Sallie Mae Bank	04/24/2019	04/26/2021	125,000.00	2.450	2.470	SALLMA	126,253.75	58177
ConnectOne Bank	05/10/2018	05/10/2021	155,000.00	2.850	2.867	BBG00KRWF MW5	157,582.30	57919
Bar Harbor Bankshares	07/02/2018	06/29/2021	200,000.00	3.000	3.015	BBG00L778555	204,126.00	11971
Ally Bank	08/16/2018	08/16/2021	135,000.00	3.000	3.014	BBG00LNJR4S8	137,988.90	57803
Bank of New England	07/26/2019	11/26/2021	150,000.00	2.000	2.018	SONHBT	150,628.50	24540
Citibank, N.A.	01/25/2019	01/25/2022	168,000.00	2.900	2.923	C	172,171.44	7213
JPMorgan Chase Bank, National Association	03/18/2019	03/15/2022	108,000.00	2.750	2.763	BBG00NGL5DP4	108,438.48	628
Merrick Bank Corporation	03/20/2019	03/21/2022	108,000.00	2.650	2.663	MERICK	110,205.36	34519
FEDERAL FARM CREDIT BANKS FUNDING CORP	07/22/2019	07/22/2022	230,000.00	2.110	2.108	BBG00PPR77R5	230,379.50	---
Citibank, N.A.	04/02/2019	04/03/2023	82,000.00	2.750	2.772	BBG00NNGKFW7	84,548.56	7213
Morgan Stanley Private Bank, National Association	04/11/2019	04/11/2023	150,000.00	2.700	2.724	MS	154,431.00	34221
FEDERAL HOME LOAN MORTGAGE CORP	04/25/2019	04/25/2023	110,000.00	2.750	2.746	BBG00NS0L1V8	110,052.80	---
---	---	02/18/2021	4,136,000.00	2.310	2.320	---	4,208,895.89	---

C.1 Snow Removal Contract – Valley Enterprise

RECOMMENDED MOTION: Authorize the director to contract for services for a 3-year period (FY1920 thru FY2122) with Valley Enterprise for snow removal and de-icing services at the Dundee Library.

BACKGROUND INFORMATION:

We recommend continuing with our current snow removal provider.

We received three quotes for snow removal, and again Valley Enterprise, a local (Elgin) firm was the most competitive. We’ve been very happy with Valley’s communication with the Library and level of service.

We did a cost analysis based on varying levels of snow accumulations (Mild, Semi-Mild, and Average). Accumulations larger than 7” are removed on a time and materials basis and is dependent upon the equipment used, so it’s not possible to compare higher accumulations.

Calculating an average of the three scenarios, Valley is the lowest cost provider. See the chart below.

	<u>Tovar</u>	<u>Valley Enterprises</u>	<u>Siebert</u>
mild winter 8 events @ 1"	\$7,264.00	\$7,848.00	\$9,120.00
semi mild winter 6 events @ 2", 8 events @ 1"	\$14,140.00	\$13,908.00	\$17,160.00
Average winter 4 events@7", 6 events @ 2", 8 events @ 1"	\$19,138.00	\$18,528.00	\$23,520.00

Because they’re expected to be the lowest cost provider, and we’ve been pleased with their service for the past 3 years, we recommend Valley Enterprise to perform snow removal service for 2019-20 through 2021-22. Services are paid for on a “per-push” basis, so the actual dollar amount per year is unknown.

C.2 Resolution 2019-14 to Determine Estimate of Funds Needed for FY 2019-20

RECOMMENDED **MOTION**: I move to adopt Resolution 2019-14 to Determine Estimate of Funds Needed for FY 2019-20 in the amount of \$3,550,000

BACKGROUND INFORMATION:

The Resolution to Determine Estimate of Funds Needed for Fiscal Year 2019-20 is required in accordance with 35 ILSC 200/Article 18 of the Illinois Property Tax Code. The amount estimated determines whether the district will be required to comply with the Illinois Truth in Taxation Act (TITA). TITA contains specific publication and hearing requirements that must be met prior to the district passing its annual property tax levy. Any estimate greater than 5% above the amount collected the previous year triggers TITA. The "black border notice" required by TITA must be published in language specifically required by state law.

The corporate and special purpose property taxes extended or abated for 2018 were \$3,398,496.

The total Appropriation for FY1920 was \$3,870,364.

Based upon CPI of 2.1% we predict total tax revenue received in calendar year 2020 to be \$3,499,250.

The recommended levy of \$3,550,000 is 4.46% over the 2018 extension. This option would avoid the TITA notice and hearing. Assuming some slight variation between estimated EAV and final EAV, this levy is expected to capture all property tax revenues the Library is legally permitted to without triggering TITA.

**RESOLUTION 2019-14 TO DETERMINE ESTIMATE OF FUNDS
NEEDED FOR FISCAL YEAR 2019-2020**

WHEREAS, the Fox River Valley Public Library District must file on or before December 31, 2019 its Levy Ordinance for the 2019-2020 fiscal year; and

WHEREAS, pursuant to the Truth in Taxation Law, the Fox River Valley Public Library District must determine not less than 20 days prior to adoption of its Levy Ordinance the amounts of money estimated to be raised by taxation for the 2019-2020 fiscal year upon the taxable property in said Library District.

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED by the Board of Library Trustees of the Fox River Valley Public Library District that the amount of money estimated to be necessary to be raised by taxation for the 2019-2020 fiscal year upon the taxable property in the Library District is \$3,550,000.

ADOPTED this 15th day of October 2019, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN _____

Richard V. Corbett, President
Board of Library Trustees of the
Fox River Valley Public Library District

ATTEST:

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

C.3 Resolution 2019-15 Friends of the Library Week

RECOMMENDED **MOTION**: I move to Adopt Resolution 2019-15 declaring October 20-26, 2019 Friends of the Library Week.

BACKGROUND INFORMATION:

The American Library Association (ALA) recognizes Friends of Libraries groups with their very own national week of celebration October 20-26, 2019. The Fox River Valley Public Library District wants to promote our Friends group to raise awareness and to encourage membership. We formally acknowledge our Friends of the Library organization for the valuable and much appreciated services they provide on our behalf. Our success in serving the community is bolstered due to their tireless volunteer effort in hosting book sales and assisting at the Summer Reading kick-off event.

RESOLUTION 2019-15
FRIENDS OF THE LIBRARY WEEK
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT

Whereas, the Friends of the Fox River Valley Public Library District raise money that enables our library to provide needed resources for adult programming, class visits for all 2nd graders in the Library District, technology equipment, and special events throughout the year;

Whereas, the work of the Friends highlights, on an on-going basis, the fact that our library is the cornerstone of the community providing opportunities for all to engage in the joy of life-long learning and connect with the thoughts and ideas of others from ages past to the present;

Whereas, the Friends understand the critical importance of well funded libraries and advocate to ensure that our library gets the resources it needs to provide a wide variety of services to all ages including access to print and electronic materials, along with expert assistance in research, readers' advisory, and children's services;

Whereas, the Friends' gift of time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the betterment of our community;

Now, therefore, be it resolved that the Board of Trustees of the Fox River Valley Public Library District proclaims October 20-26, 2019, as Friends of the Library Week in the Fox River Valley Public Library District, urges everyone to join the Friends of the Library, and thanks them for all they do to make our library and community so much better.

Richard V. Corbett, President
Library Board of Trustees

Lauren Rosenthal, Director
Fox River Valley Public Library District