

PUBLIC NOTICE OF REGULAR MEETING BY VIDEO CONFERENCE

The March 15, 2022 meeting of the Fox River Valley Public Library District Board of Trustees beginning at 7:00 PM will be conducted by video conference, without a physically present quorum of Board Trustees in accordance with 5 ILCS 120/7(e). The Board President has determined an in-person meeting is not practical or prudent because of the continued disaster declaration from the governor's office related to covid-19. Anyone wishing to observe and/or comment must email LibraryBoard@frvpld.info no later than 12 PM on Tuesday, March 15, and will receive online access to the meeting. If you do not have electronic access and would like to make a public statement you can call the library at 847-428-3661 before 5:00 PM on Tuesday, March 15 and leave a message, indicating you would like your message read into the record during the "Public Comment" section of the meeting. A recording of this meeting will be available on the library's website by Friday, March 25.

Fox River Valley Public Library District Board of Trustees Meeting

March 15, 2022
7:00 PM

AGENDA

Call to Order—President Kristina Weber

Pledge of Allegiance

Roll Call—Secretary Christine L. Evans

Public Comment

The Board recognizes its responsibility to provide an opportunity for anyone wishing to comment at any meeting to do so. Due to current public health concerns the March 15, 2022 meeting will be conducted by video conference. Any person viewing the meeting online and/or wishing to comment will be accommodated in accordance with the Public Notice detailed above. Citizens will not be requested to sign in to comment, and each speaker will be allowed five minutes.

President's Report—President Weber

- Economic Interests Statement
- Future Planning

Director's Report—Executive Director Amy Dodson

- Annual Sexual Harassment Training – Assistant Director Heather Zabski
- Benefitted Part-Time Staff
- Department Head Reports
- Dashboard

A. Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

A.1.a Minutes from the February 15, 2022 Board of Trustees Meeting

- A.1.b Check/Voucher Register – AP & Payroll Complete for February 2022 totaling \$243,358.72
- A.1.c Monthly Financial Report for February 2022
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues
- A.1.e Revenue Summary – All Funds Combined by Period
- A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.h Expenditure Summary – All Funds Combined by Period
- A.1.i Balance Sheet for February 2022
- A.1.j Ehlers Investment Inventory for February 2022

B. Unfinished Business – none

C. New Business

- Exhibit C.1 Award Contract for Keyless Access Control System at Dundee Library
- Exhibit C.2 Future Planning – Discussion

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

Executive Session **5 ILCS 120/2(c)(21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes, or semi-annual review of the minutes as mandated by section 2.06.**

5 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

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.

New Business

- Exhibit C.3 Report of Closed Session Minutes Review and destruction of audio recordings made prior to September 15, 2020 (5 ILCS 120/2.06(c))

Adjournment

Fox River Valley Public Library District
Director's Report to the Board of Library Trustees
March 15, 2022 Regular Meeting

The annual budget process is underway. Assistant Director Heather Zabski and I have been meeting with managers to review the budgeting procedures and discuss expectations for the next fiscal year.

The Algonquin Area Public Library invited me to give a presentation as the featured speaker at their staff training day on February 25. My presentation was focused on Equity, Diversity, and Inclusion. It was a great experience and I really enjoyed meeting the staff.

Replacement of the west and east entrance doors is scheduled to begin on March 31. The main entrance on the east side will be sliding glass doors with motion detection. The door on the west side will be similar to the current door, but wider. Both entrances will then be well within compliance with ADA regulations. The project will take approximately three days to complete. Upon board approval, a new keyless lock access system will be installed to improve security. This would immediately follow the new door installation.

Staff have begun preparing for the 2022 Summer Reading Challenge. This year's theme is "Oceans of Possibilities." The kickoff event on June 4 will be spectacular!

Our quarterly all-staff training event took place on March 4. Training included sexual harassment awareness, Q&A sessions with me, Narcan first aid, and more. We tried a new conference-like format this time, and it worked very well. Employees were assigned to small groups, and mixes of each group then attended each training segment in separate areas of the library. This allowed staff the opportunity to learn alongside coworkers from different departments, and all the training segments were in 25-minute sessions. It was a very productive day, and all feedback about the training has been extremely positive.

The American Library Association is holding their annual virtual membership meeting on March 17. As stated on their website, "The 2022 ALA Virtual Membership Meeting (VMM) features information and first-hand updates from ALA leaders, and provides members with the opportunity to engage in real time with ALA leadership." This year ALA is focusing on intellectual freedom. ALA and the Freedom to Read Foundation have asked me to speak at the meeting. Library Trustees are welcome to attend - membership in ALA is not required. Register at <https://www.ala.org/membership/vmm>.

On March 1, I updated the face mask rules to align with CDC recommendations. The Library District and Kane County are in a low transmission area. (see map) Masks are no longer required at our libraries. Masks and face coverings are optional for the staff

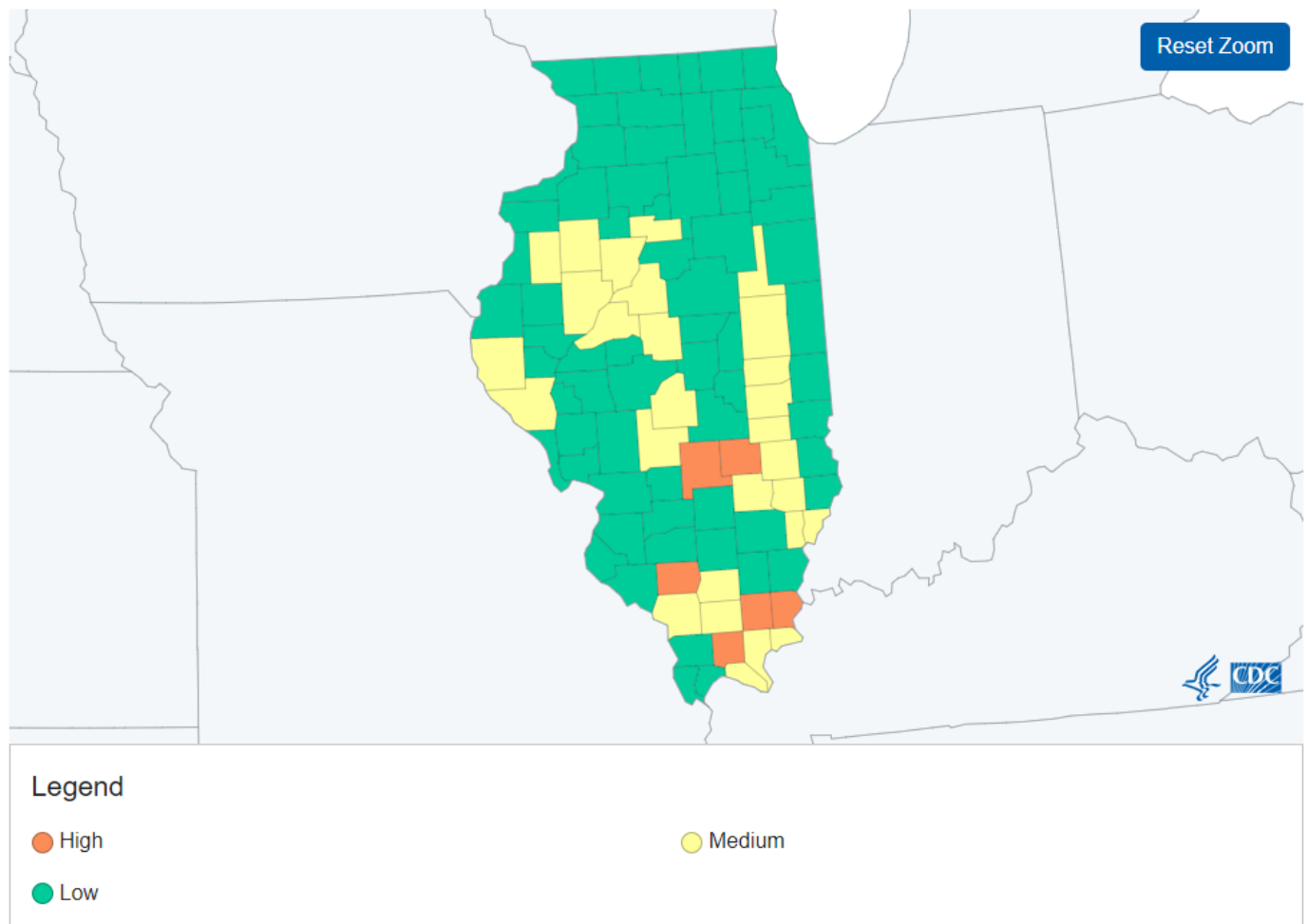
and the public. The Library supports individual employees' choice to wear a mask while working. The majority of library programs are in-person at both libraries.

Respectfully submitted,

Amy Dodson

U.S. COVID-19 Community Levels by County Map

Data provided by CDC
Updated: March 3, 2022



Fox River Valley Public Library District February 2022 Department Reports

Assistant Director: Heather Zabski

February marks the beginning of the budgeting process because it's when department heads begin filling out budget worksheets. Amy and I have been meeting with managers to go over the zero-based budgeting process and any major expenses for the upcoming year. Later in March, Amy and I will begin to review the finished budget worksheets.

Inflation is the highest it has been since the early 1980s. The Illinois Department of Revenue reported a CPI change of 7% from last year (the prior year was 1.4%). This increase in inflation will have a large impact on the library's budget because the cost of many things is going up. Thankfully, because we have been planning for incremental increases in the salary scale due to the Illinois Minimum Wage law, some of the increases in labor cost were already planned. I attended a webinar called "Managing Finances During Times of Inflation" that was very useful in thinking about the upcoming fiscal year's budget. It went over strategies to navigate the impact of inflation on the library's budget. Our library has been very frugal with expenses, leaving us with money in reserves. This means our library is well positioned for dealing with this unprecedented budget year. The good news is that our tax levy amount will likely see an increase, leaving us well funded for FY2324.

Throughout February, I developed training that can be used to meet the State's requirement that all staff and trustees annually attend sexual harassment prevention training. I presented the training to managers at the March 1st management team meeting. The rest of staff received the training at the March 4th All Staff meeting. Library trustees will undergo the training at the March board meeting.

I was appointed President Elect for Carpentersville Rotary, with my term starting over the summer. The term lasts for one year. I attended a training seminar for the new role virtually over the weekend of March 5 and 6. I look forward to serving the club and community in this new role.

Randall Oaks: Brittany Berger

February saw an increase in visits that was likely due to the return of in-person programs. Lower stats in other categories can be attributed to the shortness of the month. We handled 192 reference questions and no notary transactions. Valentine's Day was our month-long theme, and 173 children collected a prize for finding all of the hearts in our scavenger hunt. We also handed out 187 crafts and 20 Baby Scientist Kits. 39 patrons also registered and collected their prizes for the Black History Month challenge at Randall Oaks.



Storytimes resumed in-person beginning February 1st, and total attendance for Family Storytime and Preschool storytime was 85. Library Assistant Lisa Knapp continued to host Family Game Night on February 2nd and this month

participants were welcome to play giant Old Maid and giant Hi Ho! Cherry-O! Rachel Dunne's Magic and Monsters book club wrapped up the Aru Shah series by Roshani Chokshi on February 24th. Rachel and Lisa teamed up to host Family Valentines Party on February 9th which was well attended by 26 patrons.



Youth Services Manager Monica Boyer and I led two Summer Reading Challenge Committee meetings in February, and there's already plenty to be excited about. This year's theme is "Oceans of Possibilities" from the Collaborative Summer Library Program. Early registration will be available to patrons beginning May 1st, and the program officially begins on June 1st. Registration and logging will take place primarily on the Beanstack app, but paper logs will be available for all age groups.

We're happy to announce the return of our SRC Kick-Off Picnic this year on Saturday June 4th, which will take place on the Dundee Library front lawn. There will be two performances at the picnic: first, an hour long set of music by local band The Throwbacks, followed by a visit from the Bubble Bus (which is exactly what it sounds like- a bus that will fill the front lawn with a floating sea of bubbles). Also making a comeback this year is the Pool Party at Dolphin Cove! Patrons who complete the program will get a ticket to the event on Sunday, August 7th.



Youth Services: Monica Boyer

In February, we kicked off the library's first ever "Black History Month Reading Challenge". Pre-Readers and Youth participants had the choice to read one book from any of the six badge categories or a title they found on their own to complete the challenge. Both age groups who completed the challenge received a book from our specially curated Black History Month selection of titles and a tote bag. Additionally, YS Librarian Heather Ji created a video of recommended titles for our Black History Month Reading Challenge. This video highlights relevant books such as *Call and Response: The Story of BLM* by Veronica Chambers and Jennifer Harlan and *Nina: A Story of Nina Simone* by Traci N. Todd, illustrated by Christian Robinson. Feel free to watch her video [here](#).

Not only is February Black History Month but it is also National Children's Dental Health Month. YS Assistant Erin Sikorski commemorated the month by presenting, "Celebrate Your Teeth" on February 8th. Program participants were able to enjoy activities that taught dental hygiene in fun way. Below are photos of little ones finessing their counting and flossing skills.



We couldn't resist in having some Valentine's Day fun! Christian Díaz (YS Specialist), Heather and I hosted "Family Valentines Party". We had lots of fun playing bingo, decorating cookies, having a department wide scavenger hunt, and having a dance party! This program was an all-ages event to encourage intergenerational participation. Enjoy the adorable photos below of folks reveling in Valentine's Day fun!

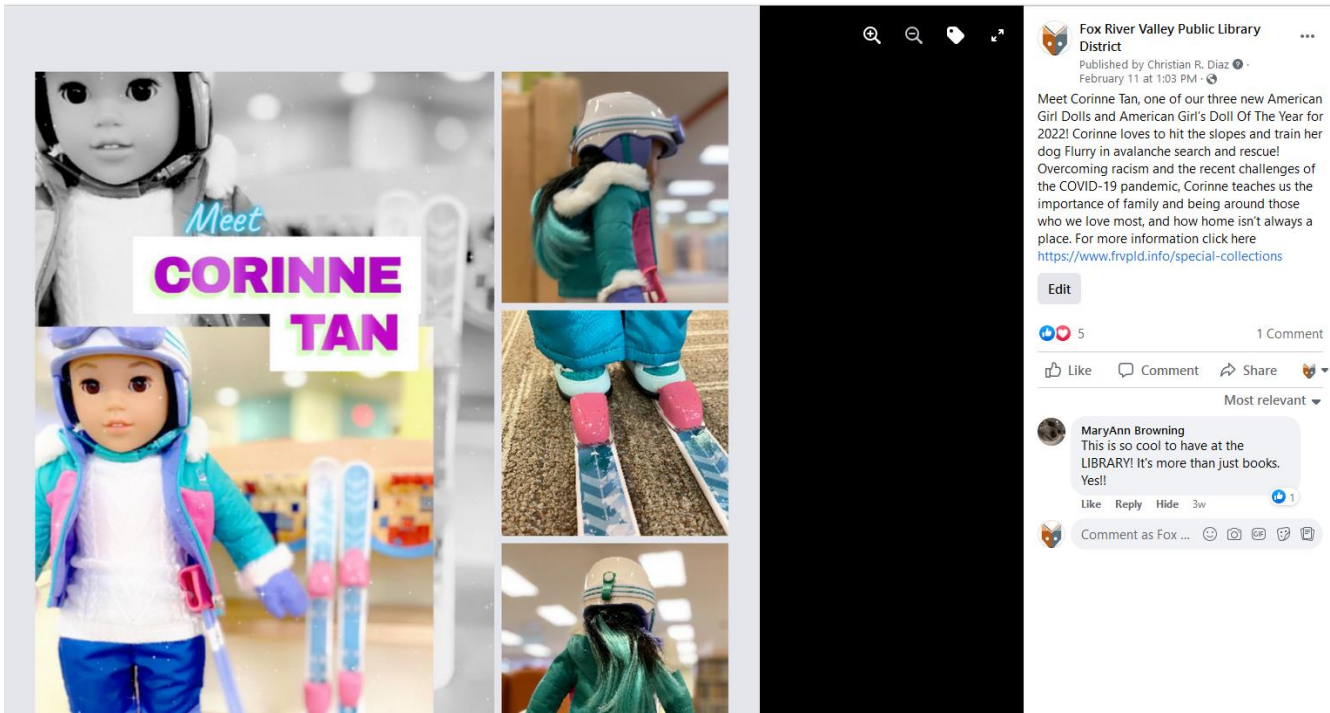


Heather did an awesome job of coordinating an outreach visit with YWCA Elgin. We had twenty-five parents, teachers and students visit from the organization as part of their Family Literacy program on Friday, February 11th. We presented

a storytime, showed everyone around the YS department, and wrapped up our visit with a Valentine's Day craft. The goal of the visit was to provide the families with information about the services that we provide and make them feel comfortable at the library. We very much enjoyed our visit and were happy to receive a very sweet shout out from the organization via Facebook (Screenshot below).



YS Librarian Amanda Keen added three new American Girl Dolls that are exclusive to our library. Amara Ayad, Corinne Tan and Mei Lin Wei all have diverse backgrounds and stories that reflect the complexities of issues that children may face. An example of this is Mei Lin Wei background story includes, "...Mei Lin loves to spend time with her service dog Bao, or 'Treasure'! Through her teamwork with Bao, Mei Lin is able to overcome school bullying and monitor her diabetes, teaching us through numerous toys and treats that service dogs, with or without their vests, will always be family dogs at heart." We've received positive feedback via Facebook from folks in our community regarding the new additional dolls. Comments included, "This is so cool to have at the LIBRARY! It's more than just books. Yes!!" I love when patrons recognize that libraries are more than just books. It's evident that that our library provides equal opportunity for all to learn, explore, imagine, create, and connect in a welcoming environment.



Account Services: Keri Carroll

Home deliveries spiked up again to totals we were reported last May with 767 items delivered. With the shortened month and the closure on one of our delivery days, I think that’s incredibly impressive. License plate renewals were at 34 for February total items circulated has been consistent for the last couple months.

Account Services librarian Sam Bunte and Adult and Teen Services library assistant Jasmin Munoz hosted the final 1619 Project Community Discussion on February 2. Ten attendees closed out the trio of discussions on Nikole Hannah Jones’s titular journalism project. However, the community discussions will continue going forward as Sam and Jasmin challenge patrons with other forms of media related to social issues each month. March centers around *Punishment Without Crime* by Alexandra Natapoff. Sam also compiled one Fox Picks for February.

I have been working closely with PATS manager Karin Nelson to reshelve the adult DVDs by genre. The PATS staff has been tirelessly working to re-label existing titles with the color-coded system, and I have taken this opportunity to complete a deep weed of the collection as I am its selector. While we serve a large population size, we are at a disadvantage of available space to shelve multiple copies of the same DVD. My hope is that with both the move back to genres for DVDs and the absence of multiple duplicates for movies will improve circulation of the collection overall and expose patrons to some of the deeper cuts we have available.

Public Relations & Outreach: Kirstin Finneran

Ruth Wendt Gallery. We hung a new display in the gallery featuring the work of Dana Maynard-Tatge of East Dundee. If her name sounds familiar, it is because she was the winner of our Celebrate Diversity Art Contest (that piece hangs at the top of the staircase at the Dundee Library). This new collection consists of watercolor paintings. They are really a delight, so be sure to take a stroll through the gallery next time you are at the Dundee Library.

Covid 19 Vaccine Clinic. Our first of two Covid-19 vaccine clinics was held at the Dundee Library on Saturday, February 26 from 10 a.m. to 4 p.m. There were 42 vaccinations given. There was truly a mix of first shots, second shots, and boosters given to residents of all ages. Michael Lorenzetti and Gemma Winger did a great job of getting the library ready for the event. Jason Katsion ran a table in room where he issued library cards, got folks registered for the March 20 clinic if they needed a second shot, and had lots of meaningful library conversations. Leslie Sineni was instrumental in registering people on site and translating for those who were Spanish speakers.

Spring 2022 Newsletter. Much of the PR work this month focused on the spring newsletter. Our feature story was about our “Library of Things” as it continues to grow. We have promoted items individually, but this was the first time we promoted it together as a whole. Since publication, we have already added a new item! As always, you will find an incredible amount of quality programming in store for the FRVPLD this spring.

eNews

Subject	Date Sent	Emails Sent	Unique Opens	Unique Open %	Total Clicks
Vaccine Clinic, Black History Month	2/2/2022	11847	4218	35.65%	191
2021 Tax Forms, Hoopla Bonus Borrowers	2/16/2022	11835	4412	37.35%	258
Check out the Spring Newsletter, Youth Services Dept. Job Opening	2/23/2022	11823	4558	38.63%	373

Social Media Followers - January 2022

Facebook	2096 (+15)
Twitter	780 (+/- 0)
Instagram FRVPLD	388 (+10)
Instagram Teens	126(+5)
Instagram Youth	177 (+2)
YouTube	330 views

Adult and Teen Services: Jason Katsion

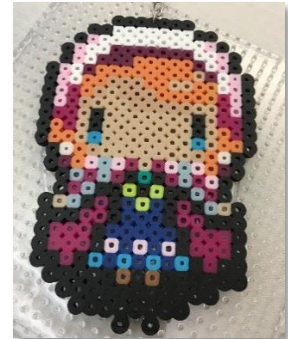
In February, the Adult & Teen Services Department hosted educational presentations, engaged our patrons with exciting craft programs, and provided highly personalized reference services.

On February 2, we concluded our three-part community discussion of the 1619 Project. These discussions were led by the community members themselves, with library staff members Sam Bunte and Jasmin Munoz present as facilitators. Building on the success of the 1619 dialogue, we will continue hosting community discussions at the Dundee Library on the first Wednesday of each month. These monthly topical discussions will be called Community Discussion for Social Change. Each session will focus on an article, book, podcast, or other media, to initiate dialogue on a specific topic. This is an open and supportive space to discuss important social issues with respect and compassion, with the goal of raising consciousness and exchanging ideas, understandings, and experiences.

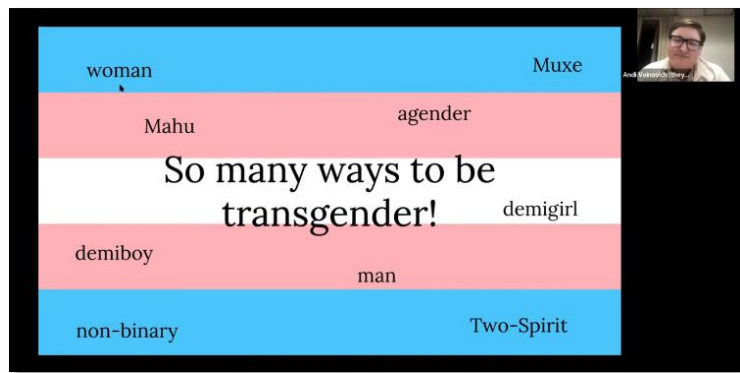
On February 3, Cari Poweziak hosted another of her popular Make a Bob Ross-style Painting programs. This time, the program was hosted entirely online via Zoom. The 37 participants were very enthusiastic and shared several pictures of themselves during the class as well as their completed artwork. Additionally, we received some lovely messages from the participants, thanking Cari for hosting the event: “I just wanted to personally thank you also for the opportunity to get my girls together for such an amazing evening. 2 of my girls came home for dinner and paint. [One of my daughters] brought Bob Ross pins from Tennessee to wear, I set up the living room for us, decorated some old cans for our water.” Another patron wrote: “I cannot even imagine how much work is being put into these events, but I really appreciate this work, given that it can bring together families for some quality family time.” And another, “I’m hoping I followed Bob’s spirit: after painting that sunset, all I could think was desert landscape. Thank you again for a wonderful program, Cari!”



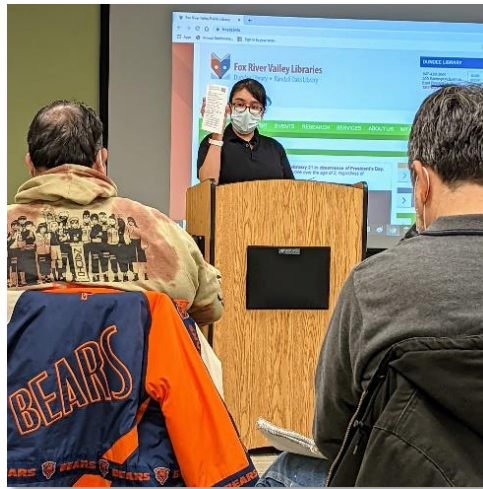
Teen librarian Danielle Pacini hosted two of her popular Pixel Art programs in February, providing an opportunity for our teen patrons to socialize and create at the Dundee Library.



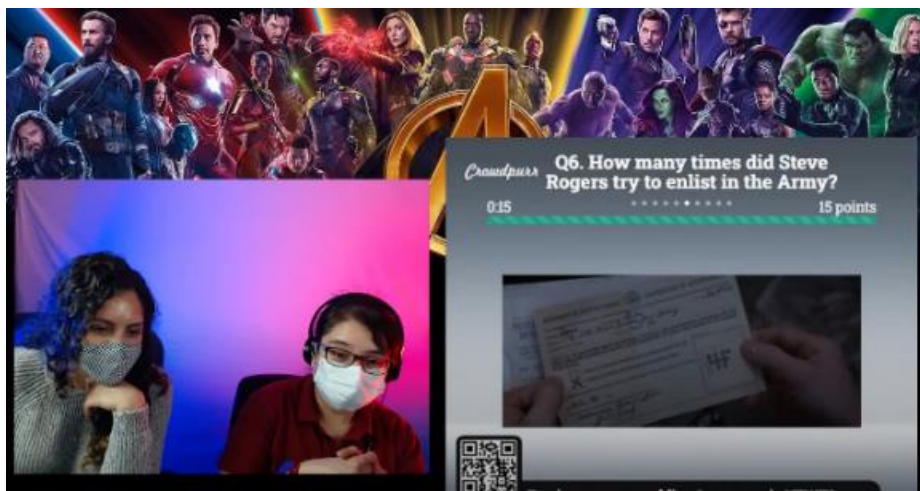
On February 10, historian Clarence Goodman joined us to discuss *The Great Migration and the Great War: Engines of Change*. This insightful presentation provided fascinating information about African American populations gravitating towards the industrial North and away from Jim Crow, Woodrow Wilson’s attempts to contend with the looming crisis in Europe, and the tremendous social change that took place in this historical period. On February 15, Andi Voinovich joined us for *Pronouns Matter: Beyond He and She*. Andi, who identifies as non-binary, shared their personal experiences and why these seemingly small words are so important. Several of the patrons in attendance were parents who thanked the library for hosting the *Pronouns Matter* program, stating that the Q&A portion of the presentation helped them better understand their children’s preferred pronouns.



We continued our monthly immigration programming in February. These monthly events include our Immigration Help drop-in program, at which DOJ accredited professionals offer free consultations on-site at the Dundee Library, and a Citizenship Workshop at which attendees receive an assessment of their eligibility to naturalize, application preparation, and application review by a qualified legal representative. These services are offered in partnership with the non-profit organization Alianza Hispanoamericana. As pictured below, Library Specialist Erica Acevedo provided an introduction to library services at the start of the Citizenship Workshop.

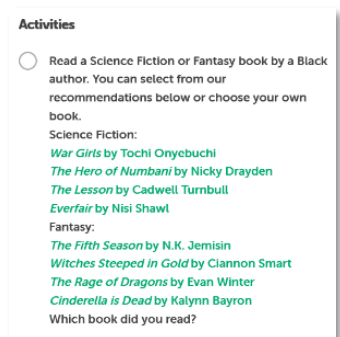


Erica Acevedo and Jasmin Munoz hosted Marvel Cinematic Universe Trivia on February 22. This virtual trivia event inspired an especially lively discussion in YouTube Live chat.



The Dundee Library Book club, hosted by librarian Sean Plagge, discussed the book *The Nickel Boys* by Colson Whitehead. The book club at the Dundee Township Adult Activities Center, hosted by Cari Poweziak, discussed *The Women of Chateau Lafayette* by Stephanie Dray. The newly formed Village Green Book Club, also hosted by Cari, discussed *The Midwife of Hope River* by Patricia Harman.

In collaboration with Sam Bunte, Jasmin Munoz, and Danielle Pacini, I planned the Black History Month Reading Challenge, which was presented throughout February. We created this reading challenge to spotlight black authors within genres where they are often overlooked. Patrons used the Beanstack app to view our curated list of reading recommendations and earn activity badges. Adults and teens who completed the reading challenge were awarded a paperback copy of *Go Tell It on the Mountain* by James Baldwin. In total, 113 people participated and 60 people completed the challenge.



On February 26, we hosted a free vaccine clinic at the Dundee Library in partnership with the Illinois Department of Public Health. PR Manager Kirstin Finneran, PR Clerk Leslie Perez, and I were on-site to coordinate the event. Throughout the day, 42 people were vaccinated at the Dundee Library! To keep up with demand, Kirstin and Leslie rolled up their sleeves and personally assisted the Mobile Vax team with registering the attendees. It was a highly successful event, demonstrating collaboration between organizations and across library departments. A follow-up vaccine clinic will be held on Sunday, March 20, 1 to 4 p.m.



In February, the Adult & Teen Services Department answered 165 reference questions, provided 11 notary appointments, and 25 one-on-one instruction appointments. These one-on-one appointments can address a wide range of information needs and allow for more personalized assistance than is possible at the reference desk. Some one-on-one examples from February included: using the Silhouette Cameo machine to create letters and iron them on to sweatshirts; one-on-one crochet training; helping a patron set up their new computer and personalize its settings.

Throughout February, I participated in regular meetings of the Illinois Libraries Present Steering Committee and the National Library of Medicine Partner Outreach Program. I also attended various meetings and training events hosted by RAILS and CCS. I continued my work heading the Diversity Audit Committee, which has created a collection development tool to help selectors make purposeful decisions about the books they add to the library collection, with the goal making the collection as diverse as possible. In collaboration with Sam Bunte, Jasmin Munoz, and Danielle Pacini, I planned the Women's History Month Reading Challenge, which will be held in March.

HR: Sherry Kenney

The library is considering an adjustment to our current vacation benefits for the benefitted part-time staff (staff that work at least 20 hours per week, but less than 40 hours). The current vacation benefits require benefitted part-time staff to wait five years to have two weeks' vacation time. The change in vacation benefits would make benefitted part-time staff's vacation benefits more aligned with our full-time staff's vacation benefits, which allow for two weeks' vacation after the first year of employment. The change would promote staff wellness and make the library a more appealing/competitive workplace for part-time staff. Since we would be paying the staff anyway, there would be no financial impact, only a minor staffing impact

Facilities: Michael Lorenzetti

Roof update: The project is currently on a hold basis due to our Chicagoland weather. The optimum temperature the manufacturer recommends is 40 degrees and above. This 40-degree minimum is required also for overnight temperatures. As soon as favorable weather conditions are present the project will begin.

East/west door project: The bid opening was held on 1/05/22. Paperwork has been completed and the next step going forward was having meetings with the companies involved to discuss a timeline and the scope of the project. This meeting took place on 2/10 and a tentative date and/or week to begin is the week of March 28th or the week of April 4th.

Electronic Message Sign update: Meetings have been held with Amy Dodson, Kirstin Finneran, and Michael Lorenzetti. A mockup of the sign has been completed by Doyle Signs and a copy of it along with a sign application has been presented to the Village of East Dundee. Chris Ranieri, Building Inspector of East Dundee will have it placed on the agenda for approval at the March 21st Village of East Dundee Board Meeting.

Keyless access for primary doors at the Dundee Library: A list of 20 doors has been determined through meetings with Amy Dodson, Heather Zabski and Michael Lorenzetti. A bid packet was established, notice placed in the Daily Herald with a deadline of 1pm on March 2, 2022. The sealed bids were opened at that time with Current Technologies of Lombard, IL being the lowest responsible bidder. A very positive meeting was held with one of their representatives on 3/04 and I am currently performing reference checks and visiting facilities with similar keyless access.

Signage: The facilities team has placed lane delineators for the east entry to encourage vehicles to stay in the proper lanes. Vehicles appear to be staying on the correct side and traveling much slower, according to team members.

On 2/23, the Randall Oaks book drop was repaired with the assistance of Elgin Lock and Key.

On 2/24, I met with representatives of Interiors for Business regarding the cubicle expansion project at the Randall Oaks Library.

Looking ahead to the month of March, warmer temperatures for roof repair, door replacement and other projects moving forward.

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

Savings last month: over \$2,800. Our IT Manager ordered (6) laptops for patrons to check out, and we will pay that invoice but will be reimbursed \$2,400 by the government which is almost half of the total amount due. We applied for the funding through the [Emergency Connectivity Fund \(ECF\) which is cited on the ALA website](#): “The [American Rescue Plan Act \(ARPA\)](#) of 2021 includes \$7.17 billion for the Emergency Connectivity Fund (ECF) program. The ECF, run by the Federal Communications Commission (FCC) and administered by the Universal Service Administrative Company (USAC), will provide funding for public and tribal libraries and K12 schools to purchase connected devices and broadband internet connections for use off library and school grounds by library patrons, students, and teachers and staff who otherwise don't have internet access.”

Adult DVD Genre Project Status: We have determined we will just make the changes on the DVDs, and we have made very good progress for updating the Polaris call number prefix with the genre term and adding the colored spine labels for our categories. We have learned that Action seems to be our biggest area so we are currently spending time on trying to get through that section. We are also determining the genre for items which were under Suspense, Western, Documentary, etc. so they fit into our headings. Randall Oaks will soon start this project for the items at their library. Signage is being created, and when the majority of the changes have been made the items will be shelved by genre once again (to the delight of many 😊).

IT/ Network: John Sabala

Laptop and Hotspot Student Kits.

The Covid-19 pandemic revealed to the public many problems with our society. A big one was the lack of access to the internet. The lack of access is a barrier that we need to remove from our community. One way to chip away at this barrier was to provide Hotspots to Students on longer circulation periods. That program was well received. Not only do students need Hotspots, but there is also a need for devices to help communicate and be resourceful. 6 Laptops will be bundled into Student Laptop and Hotspot kits. The circulation period of the kits will be in sync with school district 300. The laptops have been ordered. We are expecting delays in delivery because the supply chain for technology has been severely disrupted. It is our goal to have these ready for summer semester.

Current Circulated Laptops: 8 Units

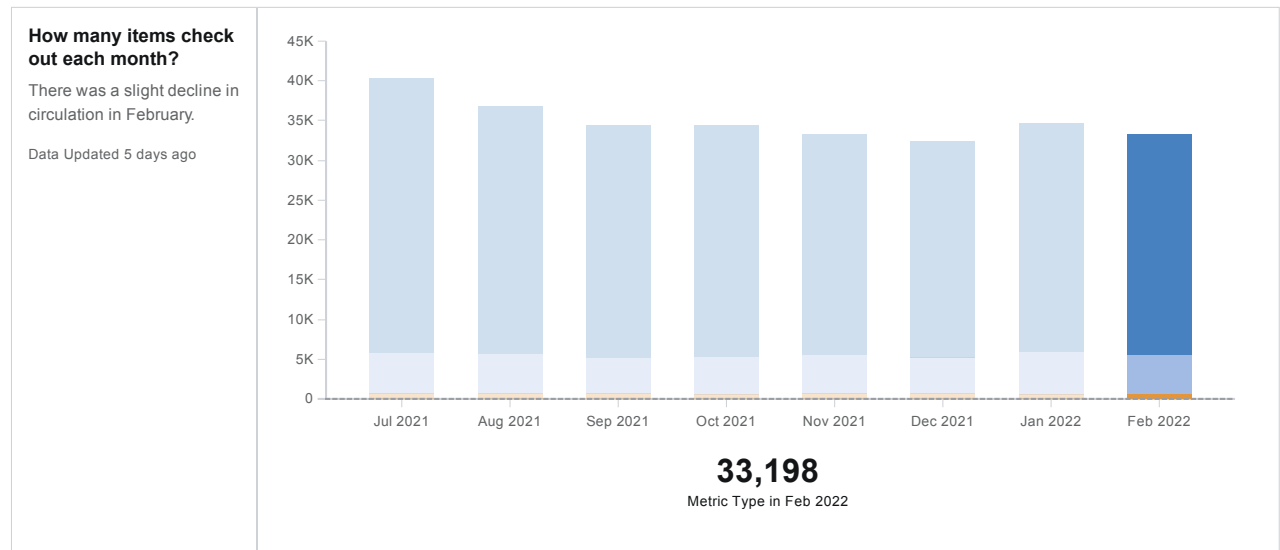
- 5 Normal Circulation Laptop & Hotspot Kits
- 3 Normal Circulation Laptops

How are we doing?

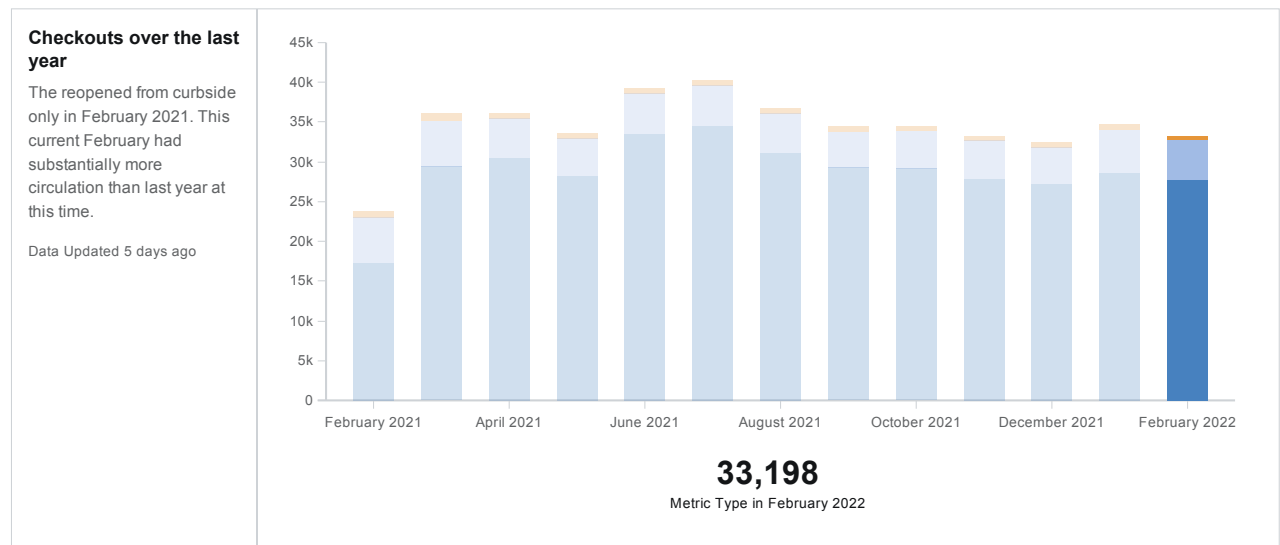
The monthly Dashboard tells our story

Click the graphs to see more details

Checkouts - This Fiscal Year



Checkouts - 13 Month Trends

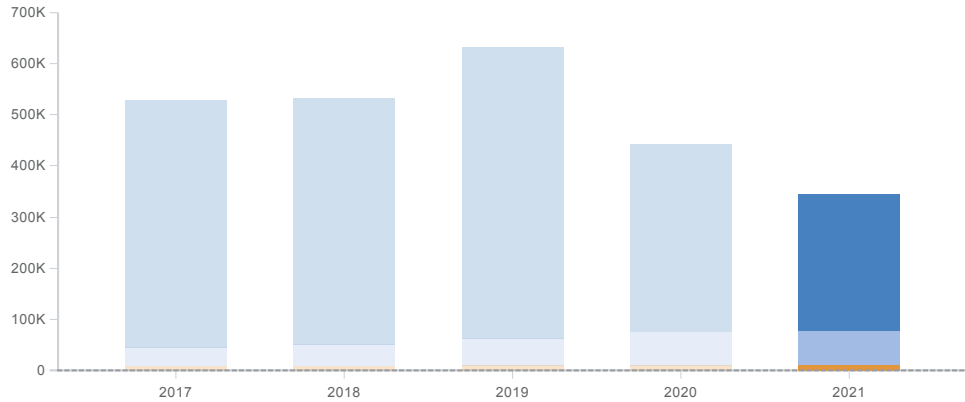


Checkout Trend

How many items circulated annually for the past five years?

COVID-19 caused a drop in physical material circulations for 2020 and 2021. Digital checkouts increased during the pandemic.

Data Updated 5 days ago

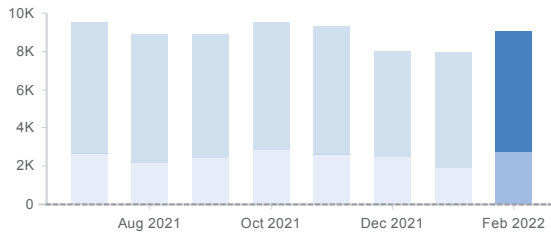


344,156
Metric Type in 2021

Library Visits - This Fiscal Year

How many people visit our library each month?

Visits at both locations increased in February.

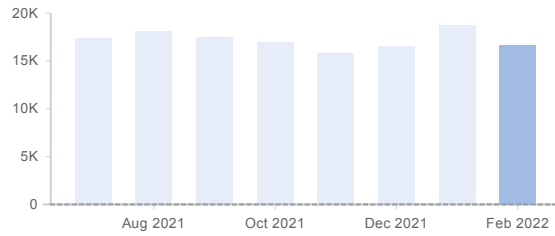


9,052
Location in Feb 2022

Website Visits - This Fiscal Year

How many people visited our libraries online?

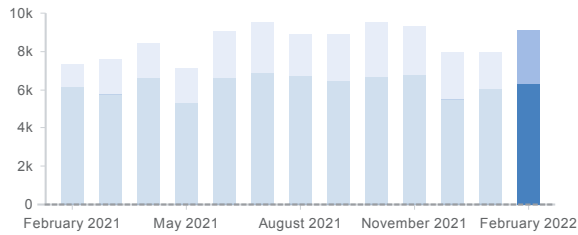
Website visits decreased in February.



16,623
Location in Feb 2022

Library Visits - Past 13 Months

The number of library visits have increased from last February.

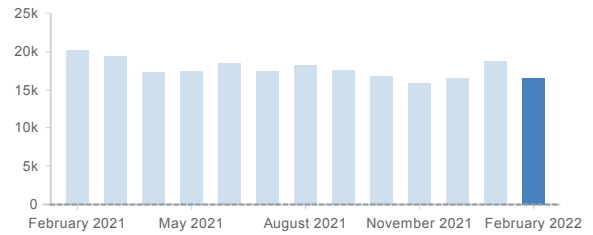


9,052

Location in February 2022

Website Visits - Past 13 Months

Library website visits temporarily increased when the library was closed to th...

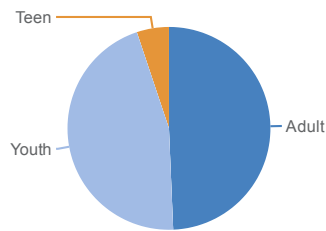


16,623

Location in February 2022

Physical item checkouts

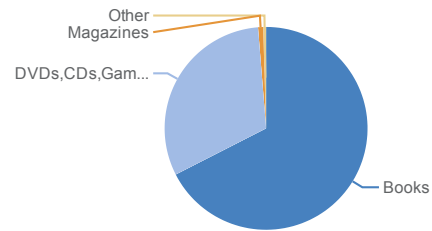
Checkouts by Audience - last fiscal year



270,227

Department in 2021

Checkouts by Material Type - last fiscal year



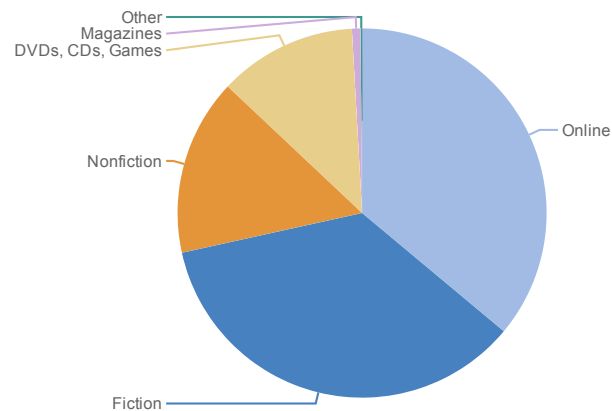
270,227

Material Type in 2021

How many items are owned by our libraries?

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

Data Updated 32 weeks ago



217,556

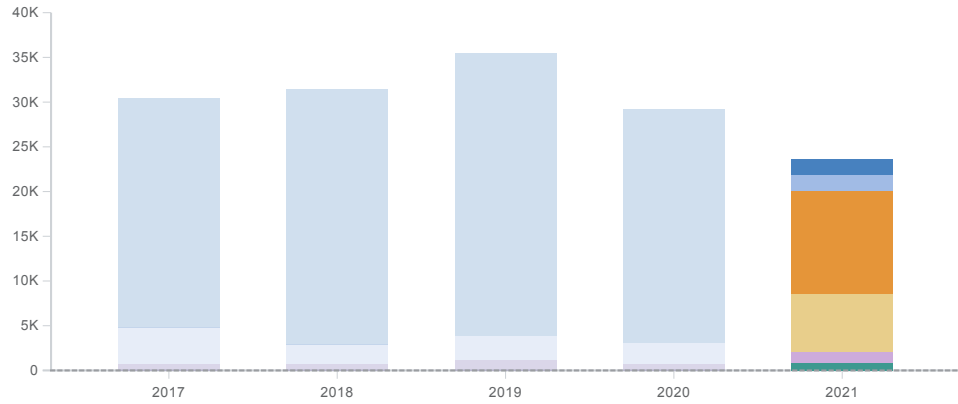
Material Type in 2021

Program Attendance Trend

Program Attendance Trend

COVID-19 caused a drop in program attendance overall. We began categorizing our programming stats more specifically in 2021.

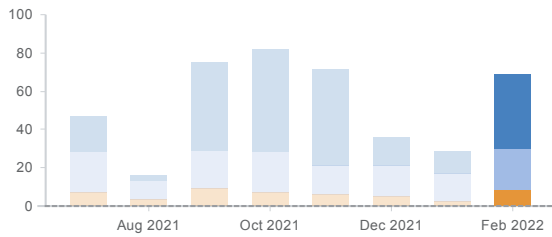
Data Updated 5 days ago



23,636
Metric Type in 2021

How many programs are held at the library each month?

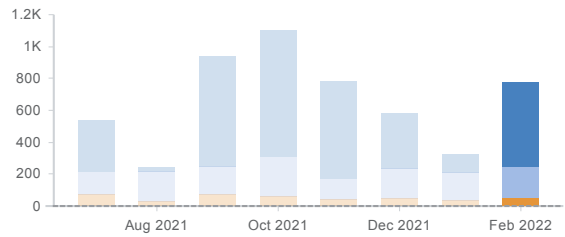
In-person programming returned in February after a pause during January.



69
Metric Type in Feb 2022

How many people attend our programs each month?

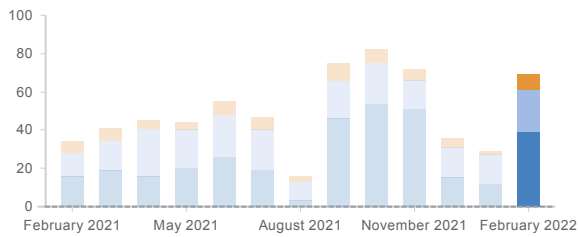
Program attendance saw a big increase in February.



773
Metric Type in Feb 2022

Library Programs Held- Past 13 Months

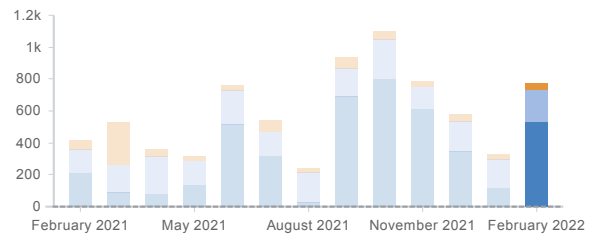
We had a big increase in programs offered from February last year.



69
Metric Type in February 2022

Library Program Attendance - Past 13 Months

Program attendance more than doubled from last February. This is largely du...



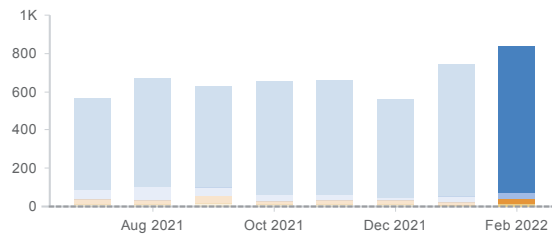
773
Metric Type in February 2022

Specialty Services

The Library offers many non-traditional services to make patrons' lives easier, such as **one-on-one computer instruction** to teach new software or help repair a computer; **notary services** to act as an impartial witness in performing a variety of official fraud-deterrent acts related to the signing of important documents; **Illinois license plate renewals** enabling patrons to renew plates and receive updated stickers immediately, anytime the Dundee Library is open; and **home delivery** which began in May 2020.

Specialty Services

Home delivery is our most popular specialty service.



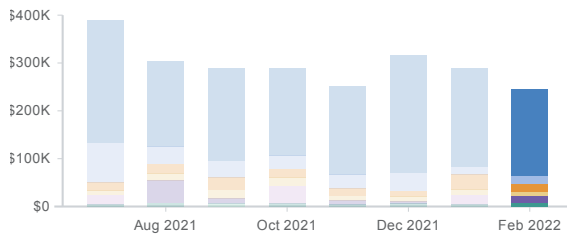
837

Metric Type in Feb 2022

Monthly Spending- this year

How much does the Library spend each month this FY?

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



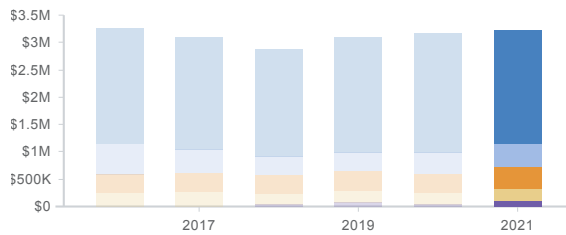
\$246,196.10

Expenses in Feb 2022

Past years' spending

How much does the Library spend each year?

Spending is consistent from year to year.



\$3,223,252.55

Expenses in 2021



www.FRVPLD.info

A. Consent Agenda

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

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

- A.1.a Minutes from the February 15, 2022 Board of Trustees Meeting**
- A.1.b Check/Voucher Register – AP & Payroll Complete for February 2022 totaling \$243,358.72**
- A.1.c Monthly Financial Report for February 2022**
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues**
- A.1.e Revenue Summary – All Funds Combined by Period**
- A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses**
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location**
- A.1.h Expenditure Summary – All Funds Combined by Period**
- A.1.i Balance Sheet for February 2022**
- A.1.j Ehlers Investment Inventory for February 2022**

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

President Weber read the following previously posted public notice into the Minutes:

PUBLIC NOTICE OF REGULAR MEETING BY VIDEO CONFERENCE

The February 15, 2022 meeting of the Fox River Valley Public Library District Board of Trustees beginning at 7:00 PM will be conducted by video conference, without a physically present quorum of Board Trustees in accordance with state law. The Board President has determined an in-person meeting is not practical or prudent because of the continued disaster declaration from the governor’s office related to covid-19, nor is it feasible for a Library Trustee, the Executive Director, or Library Attorney to be present at the library. Notice of this virtual meeting has been provided to the public in advance, and instructions to attend virtually and/or comment were detailed in that notice. A recording of this meeting will be available on the library’s website by Friday, February 25.

**Fox River Valley Public Library District
Board of Trustees Meeting
February 15, 2022**

MINUTES

Call to Order

The meeting was called to order by President Kristina Weber at 7:02 PM.

President Weber inquired if all present could see and hear one another as the February 15, 2022 meeting is held virtually due to the governor’s continued disaster proclamation. All were able.

All present rose to recite the Pledge of Allegiance.

Roll Call

Members present:	President	Kristina Weber
	Vice Pres	Richard Corbett
	Secretary	Chris Evans
	Treasurer	Dave Nutt
	Trustee	Matthew Goyke
	Trustee	Maryann Dellamaria
	Trustee	Tara Finn

Members absent: none

Others present: Executive Director Amy Dodson, Assistant Director Heather Zabski, John Sabala, Jason Katsion, Karin Nelson, Keri Carroll, Kirstin Finneran, Michael Lorenzetti, Monica Boyer, Sherry Kenny, Brittany Berger, Karen Werle

Public Comment

There was no public comment.

President’s Report

Economic Interests Statement

Weber advised the 2022 Economic Interests Statement format has been updated; more information will be forthcoming as it becomes available.

Illinois Library Association Legislative Meet-Up

Trustees were reminded to contact Administration if any were interested in attending the President’s Day Legislative Meet-Up.

Director's Report

Personnel Costs Overview

Dodson reported on recent promotions and plans for staffing in the future. She detailed its impact on the budget, which included adjustments required by the Illinois minimum wage law.

Currently, the Library is waiting for guidance from the state and CDC on relaxing the mask mandate. She advised staff have been trained on procedure should there be any disruption regarding mask and/or vaccination protocols. Dodson also noted any covid-related absences were now paid only if the staff member had accrued applicable paid time off. Replacement of the east and west side entrance doors at Dundee Library is projected to begin in early April.

Library Website

IT Manager John Sabala updated the Board on plans for the Library website and development of an app for cell phones. Improvements to current search functions are being tested; Adult and Teen Services Manager Jason Katsion is on the team guiding these developments. Improved user interface and a better discovery experience are anticipated.

Department Reports and Dashboard

Weber expressed appreciation for Assistant Director Zabski's 13 month statistical reports. Trustees Goyke and Evans complimented staff on the wide variety and quality of library programs.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

A.1.a Minutes from the January 18, 2022 Board of Trustees Meeting

A.1.b Check/Voucher Register – AP & Payroll Complete for January 2022 totaling \$349,154.10

A.1.c Monthly Financial Report for January 2022

A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues

A.1.e Revenue Summary – All Funds Combined by Period

A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses

A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location

A.1.h Expenditure Summary – All Funds Combined by Period

A.1.i Balance Sheet for January 2022

A.1.j Ehlers Investment Inventory for January 2022

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

Roll Call Vote: Goyke, Dellamaria, Finn, Nutt, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Unfinished Business – none

New Business – none

Executive Session

Weber called for a motion to *ADJOURN TO EXECUTIVE SESSION IN ACCORDANCE WITH 5 ILCS 120/2(C)(1) THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY.*” No action is expected upon return to open session. Moved by Nutt and seconded by Goyke, Weber called for a voice vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Nutt, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Open session adjourned at 7:35 PM.

Return to Open Session

Weber called the Board into open session at 8:25 PM.

Roll Call

Members present:	President	Kristina Weber
	Vice Pres	Richard Corbett
	Secretary	Chris Evans
	Treasurer	Dave Nutt
	Trustee	Matthew Goyke
	Trustee	Maryann Dellamaria
	Trustee	Tara Finn

Members absent: none

Others present: Executive Director Amy Dodson

There was brief discussion on first steps in long range planning for the library district’s future.

Adjournment

No further business was discussed, Weber called for a motion to ADJOURN. Moved by Nutt and seconded by Corbett, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Nutt, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Meeting adjourned at 8:30 PM.

Christine L. Evans, Secretary

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 2/1/2022 Through 2/28/2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
Ziegler's Ace Hardware	43835	2/15/2022	197.90
SYNCB/AMAZON	43836	2/15/2022	1,642.58
Arlington Heights Memorial Library	43837	2/15/2022	250.00
AT&T	43838	2/15/2022	328.99
AT & T Mobility	43839	2/15/2022	126.77
Brodart Co.	43840	2/15/2022	433.80
CDS Office Technologies	43841	2/15/2022	516.03
Comcast	43842	2/15/2022	369.30
Comcast	43843	2/15/2022	895.93
ComEd	43844	2/15/2022	3,358.70
Demco, Inc.	43845	2/15/2022	66.03
Ehlers Investment Partners, LLC	43846	2/15/2022	343.96
Garveys Office Products	43847	2/15/2022	1,866.60
GovConnection, Inc	43848	2/15/2022	48.72
Green Emerald Chem-Dry	43849	2/15/2022	1,300.00
Groot, Inc	43850	2/15/2022	113.00
INGRAM Library Services	43853	2/15/2022	8,691.79
Ingram Entertainment, Inc	43854	2/15/2022	1,936.93
KONE, INC	43855	2/15/2022	2,140.68
McNamee Foundation	43856	2/15/2022	50.00
Midwest Tape Exchange, Inc.	43857	2/15/2022	3,362.16
MINITEX	43858	2/15/2022	1,207.00
Nicor Gas	43859	2/15/2022	1,267.95
Overdrive, Inc.	43860	2/15/2022	9,900.00
RAILS	43861	2/15/2022	750.00
Peregrine,Stime,Newman,Ritzman & B...	43862	2/15/2022	787.50
Technology Management Rev Fund	43863	2/15/2022	427.50
Valley Enterprises, Inc.	43864	2/15/2022	8,840.00
Village of East Dundee	43865	2/15/2022	419.01
Cardmember Service	43866	2/15/2022	1,914.02
Wellness Insurance Network	43867	2/15/2022	16,176.68
TSYS Merchant Solutions-Omaha	DD202202-02	2/1/2022	18.19
TSYS Merchant Solutions-Omaha	DD202202-03	2/1/2022	131.70
Paylocity Payroll	DD202202-04	2/11/2022	763.05
Paylocity Payroll	DD202202-05	2/25/2022	523.87
Illinois Municipal Retirement	DD202202-07	2/28/2022	19,164.01
Office of the Secretary of State of Illinois	DD202202-08	2/28/2022	5,167.50
	Total 10100 - BANK ACCOUNTS		95,497.85
Report Total			95,497.85

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 02/01/22 Through 02/28/22

Page 1 Total

\$ 95,497.85

<u>MONTHLY PAYROLL EXPENSE</u>	
GROSS PAYROLL-February 2022	\$ 146,420.09
<u>LESS EMPLOYEE PORTION:</u>	
MEDICAL INSURANCE	2,310.36
DENTAL INSURANCE	281.58
I.M.R.F	6,970.14
<u>PLUS EMPLOYER PORTION:</u>	
I.M.R.F	12,193.87
MEDICARE/F.I.C.A.	11,002.86
TOTAL PAYROLL EXPENSE	<u>160,054.74</u>

*Minus IMRF Employer Portion Direct Debit (12,193.87)
\$ 147,860.87

\$ 147,860.87

\$ 243,358.72

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2022 Through 2/28/2022

		Month Activity	Year Activity	FY2122 Percent Used	FY2122 \$ Remaining	Total Budget - FY2122 Working Budget	FY2122 Percent Remaining
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	0.00	3,636,042.99	99.88%	4,095.77	3,640,138.76	0.11%
43020	PPRT	0.00	58,884.48	147.21%	(18,884.48)	40,000.00	(47.21)%
43500	IMPACT FEES	8,485.85	8,485.85	0.00%	(8,485.85)	0.00	0.00%
44010	INT & DIV INCOME	346.34	1,202.69	30.06%	2,797.31	4,000.00	69.93%
45010	PER CAPITA GRANT	0.00	102,273.55	118.00%	(15,601.05)	86,672.50	(18.00)%
45011	E-RATE GRANT	0.00	644.89	0.00%	(644.89)	0.00	0.00%
45020	OTHER GRANTS	2,228.74	6,686.22	4.39%	145,313.78	152,000.00	95.60%
46020	FINES & FEES	0.00	8.00	0.00%	(8.00)	0.00	0.00%
46030	LOST & DAMAGED	337.40	3,541.54	70.83%	1,458.46	5,000.00	29.16%
46200	PRINT/COPY REVENUE	0.00	302.40	0.00%	(302.40)	0.00	0.00%
46250	LICENSE PLATE RENEWAL INCOME	5,377.50	50,239.00	48.67%	52,966.00	103,205.00	51.32%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	570.06	0.00%	(570.06)	0.00	0.00%
46400	MISCELLANEOUS INCOME	189.66	602.50	602.50%	(502.50)	100.00	(502.50)%
46450	REIMBURSEMENTS	0.00	0.00	0.00%	6,500.00	6,500.00	100.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	3,095.00	61.90%	1,905.00	5,000.00	38.10%
1	Dundee Library						
00	DEPARTMENT-WIDE						
46200	PRINT/COPY REVENUE	206.15	1,771.99	17.71%	8,228.01	10,000.00	82.28%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	0.00	0.00%	300.00	300.00	100.00%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
46200	PRINT/COPY REVENUE	52.05	248.25	6.20%	3,751.75	4,000.00	93.79%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	0.00	0.00%	100.00	100.00	100.00%
	Total REVENUES	<u>17,317.69</u>	<u>3,874,599.41</u>	<u>95.50%</u>	<u>182,416.85</u>	<u>4,057,016.26</u>	<u>4.50%</u>
	Total Revenues	<u>17,317.69</u>	<u>3,874,599.41</u>	<u>95.50%</u>	<u>182,416.85</u>	<u>4,057,016.26</u>	<u>4.50%</u>
Expenditures							
15	PERSONNEL SERVICES/BENEFITS						
0	District Wide						

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2022 Through 2/28/2022

		Month Activity	Year Activity	FY2122 Percent Used	FY2122 \$ Remaining	Total Budget - FY2122 Working Budget	FY2122 Percent Remaining
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	13,490.74	97,961.34	51.55%	92,038.66	190,000.00	48.44%
52121	IMRF	12,193.87	119,184.03	66.21%	60,815.97	180,000.00	33.78%
52122	REIMBURSED INS	94.00	3,095.00	61.90%	1,905.00	5,000.00	38.10%
52160	TUITION REIMB	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
52212	FICA / MEDICARE	11,002.86	98,143.40	65.42%	51,856.60	150,000.00	34.57%
05	ADMINISTRATION						
52100	SALARIES	24,569.26	228,826.78	67.36%	110,831.22	339,658.00	32.63%
40	PUBLIC RELATIONS						
52100	SALARIES	5,121.45	45,483.47	68.07%	21,328.53	66,812.00	31.92%
50	IT / NETWORK						
52100	SALARIES	8,109.96	72,589.28	68.49%	33,390.72	105,980.00	31.50%
60	PATS						
52100	SALARIES	9,639.88	85,876.77	67.70%	40,968.23	126,845.00	32.29%
90	FACILITIES						
52100	SALARIES	10,578.82	73,638.28	75.76%	23,553.72	97,192.00	24.23%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	27,012.65	240,826.83	63.42%	138,863.17	379,690.00	36.57%
20	YOUTH SERVICES						
52100	SALARIES	22,097.33	204,901.75	62.94%	120,647.25	325,549.00	37.05%
70	ACCOUNT SERVICES						
52100	SALARIES	24,450.16	220,882.14	65.51%	116,270.86	337,153.00	34.48%
75	SHELVERS						
52100	SALARIES	564.00	3,868.00	0.00%	(3,868.00)	0.00	0.00%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	14,276.58	127,620.01	67.69%	60,896.99	188,517.00	32.30%
	Total PERSONNEL SERVICES/BENEFITS	183,201.56	1,622,897.08	65.09%	870,498.92	2,493,396.00	34.91%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	159.77	7,543.37	81.99%	1,656.63	9,200.00	18.00%
61500	DATABASES	0.00	53,284.12	85.33%	9,153.88	62,438.00	14.66%
61510	EBOOKS	1,673.30	40,804.97	74.39%	14,045.03	54,850.00	25.60%
61520	DOWNLOADABLE MEDIA	1,921.34	20,240.52	60.82%	13,034.48	33,275.00	39.17%
61540	HOTSPOTS	0.00	9,600.00	240.00%	(5,600.00)	4,000.00	(140.00)%
64100	PROC FEES BOOKS	303.95	2,750.88	68.77%	1,249.12	4,000.00	31.22%
64200	PROC FEES AV	352.85	4,004.05	50.05%	3,995.95	8,000.00	49.94%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2022 Through 2/28/2022

		Month Activity	Year Activity	FY2122 Percent Used	FY2122 \$ Remaining	Total Budget - FY2122 Working Budget	FY2122 Percent Remaining
64500	ONLINE ORDERING FEE	0.00	683.19	97.59%	16.81	700.00	2.40%
69990	CONTINGENT-LIBRARY MATERIALS	0.00	0.00	0.00%	2,250.00	2,250.00	100.00%
05	ADMINISTRATION						
61120	BOOKS NF	54.87	202.64	20.26%	797.36	1,000.00	79.73%
61200	PERIODICALS	0.00	1,929.40	96.47%	70.60	2,000.00	3.53%
1	Dundee Library						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	0.00	4,012.82	72.96%	1,487.18	5,500.00	27.03%
61600	VIDEOGAMES	1,037.40	12,065.01	70.97%	4,934.99	17,000.00	29.02%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	2,034.67	18,316.16	61.05%	11,683.84	30,000.00	38.94%
61111	BOOKS LARGE TYPE	250.96	2,755.19	91.83%	244.81	3,000.00	8.16%
61120	BOOKS NF	1,389.24	11,619.92	72.62%	4,380.08	16,000.00	27.37%
61130	BOOKS SPANISH	226.06	2,249.10	56.22%	1,750.90	4,000.00	43.77%
61330	AUDIOBOOKS	477.88	4,209.00	60.12%	2,791.00	7,000.00	39.87%
61350	MUSIC	221.96	2,101.37	52.53%	1,898.63	4,000.00	47.46%
61400	DVD	401.03	6,622.57	44.15%	8,377.43	15,000.00	55.84%
61700	NONTRADITIONAL MATERIALS	691.21	1,154.13	23.08%	3,845.87	5,000.00	76.91%
15	TEEN						
61100	BOOKS	555.93	4,686.07	72.09%	1,813.93	6,500.00	27.90%
61130	BOOKS SPANISH	140.34	1,144.09	57.20%	855.91	2,000.00	42.79%
61330	AUDIOBOOKS	0.00	9.99	0.66%	1,490.01	1,500.00	99.33%
20	YOUTH SERVICES						
61100	BOOKS	2,897.32	28,080.80	62.40%	16,919.20	45,000.00	37.59%
61130	BOOKS SPANISH	1,042.94	6,035.07	75.43%	1,964.93	8,000.00	24.56%
61330	AUDIOBOOKS	11.99	11.99	0.79%	1,488.01	1,500.00	99.20%
61350	MUSIC	0.00	105.06	21.01%	394.94	500.00	78.98%
61400	DVD	416.81	2,734.55	45.57%	3,265.45	6,000.00	54.42%
61700	NONTRADITIONAL MATERIALS	35.86	2,150.48	67.20%	1,049.52	3,200.00	32.79%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	0.00	1,428.15	95.21%	71.85	1,500.00	4.79%
61600	VIDEOGAMES	830.00	7,524.34	150.48%	(2,524.34)	5,000.00	(50.48)%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	606.00	6,270.96	62.70%	3,729.04	10,000.00	37.29%
61120	BOOKS NF	348.94	2,219.27	110.96%	(219.27)	2,000.00	(10.96)%
61400	DVD	266.12	3,916.82	78.33%	1,083.18	5,000.00	21.66%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2022 Through 2/28/2022

		Month Activity	Year Activity	FY2122 Percent Used	FY2122 \$ Remaining	Total Budget - FY2122 Working Budget	FY2122 Percent Remaining
15	TEEN						
61100	BOOKS	257.70	1,947.58	64.91%	1,052.42	3,000.00	35.08%
61330	AUDIOBOOKS	0.00	0.00	0.00%	500.00	500.00	100.00%
20	YOUTH SERVICES						
61100	BOOKS	734.35	9,379.49	66.99%	4,620.51	14,000.00	33.00%
61130	BOOKS SPANISH	10.98	1,307.26	87.15%	192.74	1,500.00	12.84%
61400	DVD	209.89	1,752.55	58.41%	1,247.45	3,000.00	41.58%
61700	NONTRADITIONAL MATERIALS	0.00	498.00	49.80%	502.00	1,000.00	50.20%
	Total LIBRARY MATERIALS	19,561.66	287,350.93	70.27%	121,562.07	408,913.00	29.73%
51	LIBRARY OPERATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
52123	WORKERS COMP	0.00	5,095.00	65.32%	2,705.00	7,800.00	34.67%
52124	UNEMPLOYMENT INS	0.00	4,134.28	34.45%	7,865.72	12,000.00	65.54%
52130	STAFF DEVELOPMENT	0.00	501.92	8.36%	5,498.08	6,000.00	91.63%
70800	POSTAGE	26.15	1,404.38	46.81%	1,595.62	3,000.00	53.18%
70900	SUPPLIES	498.85	5,739.74	44.15%	7,260.26	13,000.00	55.84%
73225	PUBLIC LIABILITY INS	0.00	20,328.00	62.54%	12,172.00	32,500.00	37.45%
73230	TRANSPORTATION REIMBURSEMENT	39.82	338.97	8.47%	3,661.03	4,000.00	91.52%
73240	BOARD EXPENSES	0.00	10,825.00	83.26%	2,175.00	13,000.00	16.73%
73241	LEGAL NOTICES FEES	0.00	701.80	23.39%	2,298.20	3,000.00	76.60%
73242	MEMBERSHIPS	0.00	2,110.00	68.61%	965.00	3,075.00	31.38%
73245	BACKGROUND CHECK FEES	0.00	45.00	5.62%	755.00	800.00	94.37%
73250	BANK CHARGES	149.89	1,429.59	23.82%	4,570.41	6,000.00	76.17%
73255	INVESTMENT FEES	343.96	2,792.01	34.90%	5,207.99	8,000.00	65.09%
73260	LOST & PAID FORWARDING	0.00	0.00	0.00%	500.00	500.00	100.00%
73280	COST OF ITEMS SOLD	0.00	48.72	9.74%	451.28	500.00	90.25%
73281	TAX EXPENSE	0.00	0.00	0.00%	150.00	150.00	100.00%
73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	5,167.50	46,008.25	46.87%	52,141.75	98,150.00	53.12%
73283	LICENSE PLATE S&SLT FEES	0.00	0.00	0.00%	812.50	812.50	100.00%
73285	REIMBURSED PURCHASES	0.00	0.00	0.00%	6,500.00	6,500.00	100.00%
73290	HOSPITALITY	0.00	214.78	21.47%	785.22	1,000.00	78.52%
73295	MEETING EXPENSE	231.12	1,498.33	29.96%	3,501.67	5,000.00	70.03%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2022 Through 2/28/2022

		Month Activity	Year Activity	FY2122 Percent Used	FY2122 \$ Remaining	Total Budget - FY2122 Working Budget	FY2122 Percent Remaining
76500	CASH UNDER	0.00	0.00	0.00%	249.50	249.50	100.00%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	1,049.00	1,049.00	100.00%
05	ADMINISTRATION						
52130	STAFF DEVELOPMENT	0.00	199.00	7.96%	2,301.00	2,500.00	92.04%
52150	DIRECTOR'S CONF	0.00	0.00	0.00%	3,500.00	3,500.00	100.00%
73242	MEMBERSHIPS	228.00	1,011.00	37.86%	1,659.00	2,670.00	62.13%
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	72.48	330.69	11.02%	2,669.31	3,000.00	88.97%
30	PUBLIC SERVICE						
70900	SUPPLIES	163.23	1,401.07	11.09%	11,223.93	12,625.00	88.90%
40	PUBLIC RELATIONS						
73242	MEMBERSHIPS	0.00	0.00	0.00%	150.00	150.00	100.00%
50	IT / NETWORK						
52130	STAFF DEVELOPMENT	0.00	79.00	2.63%	2,921.00	3,000.00	97.36%
73242	MEMBERSHIPS	0.00	0.00	0.00%	137.00	137.00	100.00%
60	PATS						
73242	MEMBERSHIPS	0.00	150.00	100.00%	0.00	150.00	0.00%
90	FACILITIES						
70900	SUPPLIES	667.36	4,906.34	65.41%	2,593.66	7,500.00	34.58%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	465.18	3,879.31	43.10%	5,120.69	9,000.00	56.89%
73520	PLANT OPERATION	1,633.90	7,356.45	40.04%	11,013.55	18,370.00	59.95%
10	ADULT & TEEN SERVICES						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
73242	MEMBERSHIPS	150.00	381.00	35.77%	684.00	1,065.00	64.22%
20	YOUTH SERVICES						
52130	STAFF DEVELOPMENT	479.00	479.00	7.25%	6,121.00	6,600.00	92.74%
73242	MEMBERSHIPS	164.00	489.00	60.07%	325.00	814.00	39.92%
70	ACCOUNT SERVICES						
52130	STAFF DEVELOPMENT	328.00	328.00	21.86%	1,172.00	1,500.00	78.13%
73242	MEMBERSHIPS	153.00	153.00	38.25%	247.00	400.00	61.75%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	50.85	394.13	19.70%	1,605.87	2,000.00	80.29%
73505	RENT EXPENSE	5,407.50	43,260.00	66.66%	21,630.00	64,890.00	33.33%
80	RANDALL OAKS						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	1,075.00	1,075.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	515.00	515.00	100.00%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2022 Through 2/28/2022

		Month Activity	Year Activity	FY2122 Percent Used	FY2122 \$ Remaining	Total Budget - FY2122 Working Budget	FY2122 Percent Remaining
	Total LIBRARY OPERATIONS	16,419.79	168,012.76	45.10%	204,534.24	372,547.00	54.90%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	0.00	6,265.00	62.65%	3,735.00	10,000.00	37.35%
70900	SUPPLIES	121.63	2,117.69	25.82%	6,082.31	8,200.00	74.17%
73010	NEWSLETTER	0.00	10,259.00	51.29%	9,741.00	20,000.00	48.70%
73020	OUTSIDE PRINTING	0.00	25.00	0.83%	2,975.00	3,000.00	99.16%
73290	HOSPITALITY	0.00	100.00	50.00%	100.00	200.00	50.00%
	Total PUBLIC RELATIONS	121.63	18,766.69	45.33%	22,633.31	41,400.00	54.67%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	200.00	40.00%	300.00	500.00	60.00%
73150	PERFORMERS	750.00	750.00	25.00%	2,250.00	3,000.00	75.00%
73151	SUMMER READING	525.00	3,189.91	19.93%	12,810.09	16,000.00	80.06%
73152	WINTER READING	0.00	2,754.04	91.80%	245.96	3,000.00	8.19%
73155	LICENSING	0.00	500.00	29.41%	1,200.00	1,700.00	70.58%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	843.47	3,942.05	106.54%	(242.05)	3,700.00	(6.54)%
73150	PERFORMERS	0.00	550.00	55.00%	450.00	1,000.00	45.00%
15	TEEN						
70900	SUPPLIES	0.00	821.88	54.79%	678.12	1,500.00	45.20%
20	YOUTH SERVICES						
70900	SUPPLIES	931.60	6,196.08	47.66%	6,803.92	13,000.00	52.33%
73150	PERFORMERS	0.00	1,355.00	54.20%	1,145.00	2,500.00	45.80%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	58.75	900.06	60.00%	599.94	1,500.00	39.99%
	Total GENERAL PROGRAMMING	3,108.82	21,159.02	44.64%	26,240.98	47,400.00	55.36%
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	223.97	1,814.76	50.55%	1,775.24	3,590.00	49.44%
73320	CCS SHARED COST	0.00	45,670.02	75.23%	15,029.98	60,700.00	24.76%
73330	CONSULTING - COMPUTER SERVICES	0.00	0.00	0.00%	15,000.00	15,000.00	100.00%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2022 Through 2/28/2022

		Month Activity	Year Activity	FY2122 Percent Used	FY2122 \$ Remaining	Total Budget - FY2122 Working Budget	FY2122 Percent Remaining	
	73340	SOFTWARE	323.96	8,583.11	31.49%	18,666.89	27,250.00	68.50%
	73350	INTERNET LINES	0.00	5,625.07	0.00%	(5,625.07)	0.00	0.00%
1		Dundee Library						
	00	DEPARTMENT-WIDE						
	73350	INTERNET LINES	164.59	1,750.44	72.93%	649.56	2,400.00	27.06%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	73350	INTERNET LINES	129.71	1,536.99	64.04%	863.01	2,400.00	35.95%
		Total COMPUTER	842.23	64,980.39	58.36%	46,359.61	111,340.00	41.64%
55		PROFESSIONAL FEES						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	73246	PAYROLL SERVICE	1,286.92	7,382.62	73.82%	2,617.38	10,000.00	26.17%
	73410	LEGAL FEES	787.50	4,500.00	30.00%	10,500.00	15,000.00	70.00%
	73420	AUDIT EXPENSE	0.00	9,185.00	91.39%	865.00	10,050.00	8.60%
		Total PROFESSIONAL FEES	2,074.42	21,067.62	60.11%	13,982.38	35,050.00	39.89%
61		MAINTENANCE						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	11,712.44	79.35%	3,047.56	14,760.00	20.64%
	73310	CATALOGING - COMPUTER SERVICE	0.00	5,805.24	75.88%	1,844.76	7,650.00	24.11%
	73530	EQUIPMENT MAINT	0.00	520.00	52.00%	480.00	1,000.00	48.00%
	73640	FUEL	155.74	871.74	43.58%	1,128.26	2,000.00	56.41%
	79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
1		Dundee Library						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	24,735.00	100.00%	0.00	24,735.00	0.00%
	73500	BUILDING REPAIRS AND MAINTENANCE	1,852.06	7,592.14	28.11%	19,407.86	27,000.00	71.88%
	73520	PLANT OPERATION	155.00	155.00	0.00%	(155.00)	0.00	0.00%
	73530	EQUIPMENT MAINT	0.00	767.00	38.35%	1,233.00	2,000.00	61.65%
	73540	CONTRACTS: BUILDING MAINTENANCE	12,856.62	31,004.49	62.00%	18,995.51	50,000.00	37.99%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	15,571.00	100.00%	0.00	15,571.00	0.00%
	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%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2022 Through 2/28/2022

		Month Activity	Year Activity	FY2122 Percent Used	FY2122 \$ Remaining	Total Budget - FY2122 Working Budget	FY2122 Percent Remaining
	Total MAINTENANCE	15,019.42	98,734.05	67.39%	47,781.95	146,516.00	32.61%
65	UTILITIES						
0	District Wide						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	126.77	984.50	82.04%	215.50	1,200.00	17.95%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	882.34	7,104.53	60.72%	4,595.47	11,700.00	39.27%
73610	ELECTRICITY	3,915.70	33,181.74	73.73%	11,818.26	45,000.00	26.26%
73620	WATER AND SEWER	419.01	1,741.36	34.82%	3,258.64	5,000.00	65.17%
73630	GAS	1,267.95	2,961.64	59.23%	2,038.36	5,000.00	40.76%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	88.59	713.03	59.41%	486.97	1,200.00	40.58%
	Total UTILITIES	6,700.36	46,686.80	67.56%	22,413.20	69,100.00	32.44%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIP	575.56	7,196.25	62.57%	4,303.75	11,500.00	37.42%
73300	COMPUTER EQUIPMENT	0.00	634.55	4.68%	12,915.45	13,550.00	95.31%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
73270	FURNITURE & EQUIP	0.00	842.97	84.29%	157.03	1,000.00	15.70%
	Total CAPITAL EXPENSE	575.56	8,673.77	33.30%	17,376.23	26,050.00	66.70%
	Total Expenditures	247,625.45	2,358,329.11	62.86%	1,393,382.89	3,751,712.00	37.14%
	Net Increase(Decrease) in Fund Balance	(230,307.76)	1,516,270.30	496.64%	(1,210,966.04)	305,304.26	(396.64)%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 2/1/2022 Through 2/28/2022

		Month Activity	Year Activity	FY2122 Percent Used	FY2122 \$ Remaining	Total Budget - FY2122 Working Budget	FY2122 Percent Remaining
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	3,028.30	34,023.73	85.05%	5,976.27	40,000.00	14.94%
	Total REVENUES	3,028.30	34,023.73	85.06%	5,976.27	40,000.00	14.94%
	Total Revenues	3,028.30	34,023.73	85.06%	5,976.27	40,000.00	14.94%
Expenditures							
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	0.00	18,765.00	39.50%	28,735.00	47,500.00	60.49%
73340	SOFTWARE	0.00	1,691.00	9.39%	16,309.00	18,000.00	90.60%
	Total COMPUTER	0.00	20,456.00	31.23%	45,044.00	65,500.00	68.77%
61	MAINTENANCE						
1	Dundee Library						
00	DEPARTMENT-WIDE						
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	660,000.00	660,000.00	100.00%
	Total MAINTENANCE	0.00	0.00	0.00%	660,000.00	660,000.00	100.00%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	35,000.00	35,000.00	100.00%
73430	OTHER PROF FEES	0.00	0.00	0.00%	140,000.00	140,000.00	100.00%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	114,854.00	114,854.00	100.00%
	Total CAPITAL EXPENSE	0.00	0.00	0.00%	289,854.00	289,854.00	100.00%
	Total Expenditures	0.00	20,456.00	2.01%	994,898.00	1,015,354.00	97.99%
	Net Increase(Decrease) in Fund Balance	3,028.30	13,567.73	(1.39)%	(988,921.73)	(975,354.00)	101.39%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
80 - WORKING CASH
From 2/1/2022 Through 2/28/2022

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2122 Percent Used</u>	<u>FY2122 \$ Remaining</u>	<u>Total Budget - FY2122 Working Budget</u>	<u>FY2122 Percent Remaining</u>
Revenues						
00 REVENUES						
0 District Wide						
00 DEPARTMENT-WIDE						
44010 INT & DIV INCOME	293.30	2,710.73	120.47%	(460.73)	2,250.00	(20.47)%
Total REVENUES	<u>293.30</u>	<u>2,710.73</u>	<u>120.48%</u>	<u>(460.73)</u>	<u>2,250.00</u>	<u>(20.48)%</u>
Total Revenues	<u>293.30</u>	<u>2,710.73</u>	<u>120.48%</u>	<u>(460.73)</u>	<u>2,250.00</u>	<u>(20.48)%</u>
Net Increase(Decrease) in Fund Balance	<u>293.30</u>	<u>2,710.73</u>	<u>120.47%</u>	<u>(460.73)</u>	<u>2,250.00</u>	<u>(20.47)%</u>

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
 90 - DONATION / GIFT
 From 2/1/2022 Through 2/28/2022

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2122 Percent Used</u>	<u>FY2122 \$ Remaining</u>	<u>Total Budget - FY2122 Working Budget</u>	<u>FY2122 Percent Remaining</u>
Revenues						
00 REVENUES						
0 District Wide						
00 DEPARTMENT-WIDE						
44010 INT & DIV INCOME	473.06	4,372.07	72.86%	1,627.93	6,000.00	27.13%
49010 MONETARY GIFT	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>100.00%</u>
Total REVENUES	<u>473.06</u>	<u>4,372.07</u>	<u>39.75%</u>	<u>6,627.93</u>	<u>11,000.00</u>	<u>60.25%</u>
Total Revenues	<u>473.06</u>	<u>4,372.07</u>	<u>39.75%</u>	<u>6,627.93</u>	<u>11,000.00</u>	<u>60.25%</u>
Net Increase(Decrease) in Fund Balance	<u><u>473.06</u></u>	<u><u>4,372.07</u></u>	<u><u>39.74%</u></u>	<u><u>6,627.93</u></u>	<u><u>11,000.00</u></u>	<u><u>60.25%</u></u>

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - Budget v Actual Revenues FY2122
From 2/1/2022 Through 2/28/2022

		Month Activity	Year Activity	FY2122 Percent Used	Total Budget - FY2122 Working Budget	FY2122 \$ Remaining	FY2122 Percent Remaining
Revenues							
43010	TAX LEVY	0.00	3,636,042.99	99.88%	3,640,138.76	4,095.77	0.11%
43020	PPRT	0.00	58,884.48	147.21%	40,000.00	(18,884.48)	(47.21)%
43500	IMPACT FEES	8,485.85	8,485.85	0.00%	0.00	(8,485.85)	0.00%
44010	INT & DIV INCOME	4,141.00	42,309.22	80.97%	52,250.00	9,940.78	19.02%
45010	PER CAPITA GRANT	0.00	102,273.55	118.00%	86,672.50	(15,601.05)	(18.00)%
45011	E-RATE GRANT	0.00	644.89	0.00%	0.00	(644.89)	0.00%
45020	OTHER GRANTS	2,228.74	6,686.22	4.39%	152,000.00	145,313.78	95.60%
46020	FINES & FEES	0.00	8.00	0.00%	0.00	(8.00)	0.00%
46030	LOST & DAMAGED	337.40	3,541.54	70.83%	5,000.00	1,458.46	29.16%
46200	PRINT/COPY REVENUE	258.20	2,322.64	16.59%	14,000.00	11,677.36	83.40%
46250	LICENSE PLATE RENEWAL INCOME	5,377.50	50,239.00	48.67%	103,205.00	52,966.00	51.32%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	570.06	142.51%	400.00	(170.06)	(42.51)%
46400	MISCELLANEOUS INCOME	189.66	602.50	602.50%	100.00	(502.50)	(502.50)%
46450	REIMBURSEMENTS	0.00	0.00	0.00%	6,500.00	6,500.00	100.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	3,095.00	61.90%	5,000.00	1,905.00	38.10%
49010	MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
	Total Revenues	<u>21,112.35</u>	<u>3,915,705.94</u>	<u>95.27%</u>	<u>4,110,266.26</u>	<u>194,560.32</u>	4.73%
	Net Increase(Decrease) in Fund Balance	<u>21,112.35</u>	<u>3,915,705.94</u>	<u>95.26%</u>	<u>4,110,266.26</u>	<u>194,560.32</u>	4.73%

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - Revenue by Period - Posted Transactions Only
From 7/1/2021 Through 6/30/2022

	7/1/2021 - 7/31/2021	8/1/2021 - 8/31/2021	9/1/2021 - 9/30/2021	10/1/2021 - 10/31/2021	11/1/2021 - 11/30/2021	12/1/2021 - 12/31/2021	1/1/2022 - 1/31/2022	2/1/2022 - 2/28/2022	3/1/2022 - 3/31/2022	4/1/2022 - 4/30/2022	5/1/2022 - 5/31/2022	6/1/2022 - 6/30/2022	Total
Revenues													
TAX LEVY	1,946,183.99	60,488.34	1,327,222.13	281,189.32	20,959.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,636,042.99
PPRT	13,359.23	1,698.87	0.00	22,258.26	0.00	0.00	21,568.12	0.00	0.00	0.00	0.00	0.00	58,884.48
IMPACT FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,485.85	0.00	0.00	0.00	0.00	8,485.85
INT & DIV INCOME	4,288.04	6,152.60	832.85	6,539.36	6,250.40	9,813.60	4,291.37	4,141.00	0.00	0.00	0.00	0.00	42,309.22
PER CAPITA GRANT	0.00	102,273.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	102,273.55
E-RATE GRANT	644.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	644.89
OTHER GRANTS	0.00	2,228.74	0.00	0.00	2,228.74	0.00	0.00	2,228.74	0.00	0.00	0.00	0.00	6,686.22
FINES & FEES	0.00	0.00	0.00	1.50	0.00	6.50	0.00	0.00	0.00	0.00	0.00	0.00	8.00
LOST & DAMAGED	704.56	584.18	437.21	340.91	379.34	513.03	244.91	337.40	0.00	0.00	0.00	0.00	3,541.54
PRINT/COPY REVENUE	283.80	321.30	311.00	365.29	258.20	213.95	310.90	258.20	0.00	0.00	0.00	0.00	2,322.64
LICENSE PLATE RENEWAL INCOME	8,326.10	10,243.40	7,868.00	6,081.50	5,277.50	3,141.50	3,923.50	5,377.50	0.00	0.00	0.00	0.00	50,239.00
TAXABLE SALES (USB, DVD, EARBUDS)	0.00	0.00	0.00	0.00	570.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	570.06
MISCELLANEOUS INCOME	223.28	30.78	0.00	136.84	21.44	0.00	0.50	189.66	0.00	0.00	0.00	0.00	602.50
RETIRED EMPLOYEE REIMBURSEMENTS	875.00	875.00	875.00	0.00	0.00	282.00	94.00	94.00	0.00	0.00	0.00	0.00	3,095.00
Total Revenues	<u>1,974,888.89</u>	<u>184,896.76</u>	<u>1,337,546.19</u>	<u>316,912.98</u>	<u>35,944.89</u>	<u>13,970.58</u>	<u>30,433.30</u>	<u>21,112.35</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	3,915,705.94
Net Increase(Decrease) in Fund Balance	<u>1,974,888.89</u>	<u>184,896.76</u>	<u>1,337,546.19</u>	<u>316,912.98</u>	<u>35,944.89</u>	<u>13,970.58</u>	<u>30,433.30</u>	<u>21,112.35</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	3,915,705.94

Fox River Valley Public Library District
 Expenditure Summary - All Funds Combined - Budget V Actual Expenditures FY2122
 From 2/1/2022 Through 2/28/2022

	Month Activity	Year Activity	FY2122 Percent Used	Total Budget - FY2122 Working Budget	FY2122 \$ Remainings	FY2122 Percent Remaining
Expenditures						
15	Personnel Expenses					
15	183,201.56	1,622,897.08	65.08%	2,493,396.00	870,498.92	34.91%
	SERVICES/BENEFITS					
	183,201.56	1,622,897.08	65.09%	2,493,396.00	870,498.92	34.91%
	Total Personnel Expenses					
20	Library Materials					
20	18,132.31	285,921.58	69.92%	408,913.00	122,991.42	30.07%
	LIBRARY MATERIALS					
	18,132.31	285,921.58	69.92%	408,913.00	122,991.42	30.08%
	Total Library Materials					
50	Operating Expenses					
51	16,419.79	168,012.76	45.09%	372,547.00	204,534.24	54.90%
	LIBRARY OPERATIONS					
52	121.63	18,766.69	45.33%	41,400.00	22,633.31	54.66%
	PUBLIC RELATIONS					
53	3,108.82	21,159.02	44.63%	47,400.00	26,240.98	55.36%
	GENERAL PROGRAMMING					
54	842.23	85,436.39	48.31%	176,840.00	91,403.61	51.68%
	COMPUTER					
55	2,074.42	21,067.62	60.10%	35,050.00	13,982.38	39.89%
	PROFESSIONAL FEES					
	22,566.89	314,442.48	46.71%	673,237.00	358,794.52	53.29%
	Total Operating Expenses					
60	Building Expenses					
61	15,019.42	98,734.05	12.24%	806,516.00	707,781.95	87.75%
	MAINTENANCE					
65	6,700.36	46,686.80	67.56%	69,100.00	22,413.20	32.43%
	UTILITIES					
	21,719.78	145,420.85	16.61%	875,616.00	730,195.15	83.39%
	Total Building Expenses					
70	Capital Expense					
70	575.56	8,673.77	2.74%	315,904.00	307,230.23	97.25%
	CAPITAL EXPENSE					
	575.56	8,673.77	2.75%	315,904.00	307,230.23	97.25%
	Total Capital Expense					
	246,196.10	2,377,355.76	49.87%	4,767,066.00	2,389,710.24	50.13%
	Total Expenditures					
	(246,196.10)	(2,377,355.76)	49.87%	(4,767,066.00)	(2,389,710.24)	50.12%
	Net Increase(Decrease) in Fund Balance					

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Budget v Actual Expenses by Location FY2122
From 2/1/2022 Through 2/28/2022

		Month Activity	Year Activity	FY2122 Percent Used	Total Budget - FY2122 Working Budget	FY2122 \$ Remaining	FY2122 Percent Remaining
	Expenditures						
0	District Wide						
15	Personnel Expenses	94,800.84	824,798.35	65.33%	1,262,487.00	437,688.65	34.66%
20	Library Materials	4,450.73	141,027.79	77.61%	181,713.00	40,685.21	22.38%
50	Operating Expenses	11,607.34	240,670.09	45.06%	534,008.00	293,337.91	54.93%
60	Building Expenses	282.51	19,893.92	72.05%	27,610.00	7,716.08	27.94%
70	Capital Expense	575.56	7,830.80	2.48%	314,904.00	307,073.20	97.51%
	Total District Wide	111,716.98	1,234,220.95	53.18%	2,320,722.00	1,086,501.05	46.82%
1	Dundee Library						
15	Personnel Expenses	74,124.14	670,478.72	64.32%	1,042,392.00	371,913.28	35.67%
20	Library Materials	10,428.58	108,660.35	60.13%	180,700.00	72,039.65	39.86%
50	Operating Expenses	5,312.74	27,681.21	41.40%	66,849.00	39,167.79	58.59%
60	Building Expenses	21,348.68	109,242.90	13.15%	830,435.00	721,192.10	86.84%
70	Capital Expense	0.00	842.97	84.29%	1,000.00	157.03	15.70%
	Total Dundee Library	111,214.14	916,906.15	43.22%	2,121,376.00	1,204,469.85	56.78%
2	Randall Oaks						
15	Personnel Expenses	14,276.58	127,620.01	67.69%	188,517.00	60,896.99	32.30%
20	Library Materials	3,253.00	36,233.44	77.92%	46,500.00	10,266.56	22.07%
50	Operating Expenses	5,646.81	46,091.18	63.67%	72,380.00	26,288.82	36.32%
60	Building Expenses	88.59	16,284.03	92.67%	17,571.00	1,286.97	7.32%
	Total Randall Oaks	23,264.98	226,228.66	69.62%	324,968.00	98,739.34	30.38%
	Total Expenditures	246,196.10	2,377,355.76	49.87%	4,767,066.00	2,389,710.24	50.13%
	Net Increase(Decrease) in Fund Balance	(246,196.10)	(2,377,355.76)	49.87%	(4,767,066.00)	(2,389,710.24)	50.12%

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Expenditures by Period - Posted Transactions Only
From 7/1/2021 Through 6/30/2022

	7/1/2021 - 7/31/2021	8/1/2021 - 8/31/2021	9/1/2021 - 9/30/2021	10/1/2021 - 10/31/2021	11/1/2021 - 11/30/2021	12/1/2021 - 12/31/2021	1/1/2022 - 1/31/2022	2/1/2022 - 2/28/2022	3/1/2022 - 3/31/2022	4/1/2022 - 4/30/2022	5/1/2022 - 5/31/2022	6/1/2022 - 6/30/2022	Total
Expenditures													
Personnel Expenses													
PERSONNEL SERVICES/BENEFITS	255,938.49	176,892.86	192,999.80	181,497.48	185,155.13	247,373.47	199,838.29	183,201.56	0.00	0.00	0.00	0.00	1,622,897.08
Library Materials													
LIBRARY MATERIALS	82,706.32	36,180.48	36,220.09	28,103.11	31,585.59	35,565.40	17,428.28	18,132.31	0.00	0.00	0.00	0.00	285,921.58
Operating Expenses													
LIBRARY OPERATIONS	17,855.18	23,188.12	27,604.40	17,092.83	16,037.67	12,255.59	37,559.18	16,419.79	0.00	0.00	0.00	0.00	168,012.76
PUBLIC RELATIONS	2,248.05	5,405.54	1,645.83	2,000.00	48.20	5,297.44	2,000.00	121.63	0.00	0.00	0.00	0.00	18,766.69
GENERAL PROGRAMMING	3,389.58	1,327.92	2,099.58	2,870.46	2,659.45	1,171.09	4,532.12	3,108.82	0.00	0.00	0.00	0.00	21,159.02
COMPUTER	16,494.42	4,646.31	4,338.97	36,619.47	1,397.79	1,470.27	19,626.93	842.23	0.00	0.00	0.00	0.00	85,436.39
PROFESSIONAL FEES	1,060.29	2,136.18	7,530.04	3,154.58	2,798.56	1,531.63	781.92	2,074.42	0.00	0.00	0.00	0.00	21,067.62
Building Expenses													
MAINTENANCE	4,256.44	48,345.15	10,137.62	4,440.17	7,556.24	5,552.47	3,426.54	15,019.42	0.00	0.00	0.00	0.00	98,734.05
UTILITIES	5,365.11	6,189.14	5,829.14	6,285.98	5,349.64	5,753.28	5,214.15	6,700.36	0.00	0.00	0.00	0.00	46,686.80
Capital Expense													
CAPITAL EXPENSE	246.50	109.95	814.98	6,619.72	283.44	0.00	23.62	575.56	0.00	0.00	0.00	0.00	8,673.77
Total Expenditures	<u>389,560.38</u>	<u>304,421.65</u>	<u>289,220.45</u>	<u>288,683.80</u>	<u>252,871.71</u>	<u>315,970.64</u>	<u>290,431.03</u>	<u>246,196.10</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	2,377,355.76
Net Increase(Decrease) in Fund Balance	<u>(389,560.38)</u>	<u>(304,421.65)</u>	<u>(289,220.45)</u>	<u>(288,683.80)</u>	<u>(252,871.71)</u>	<u>(315,970.64)</u>	<u>(290,431.03)</u>	<u>(246,196.10)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	(2,377,355.76)

Fox River Valley Public Library District

Balance Sheet
As of 2/28/2022

	<u>Current Year</u>
Assets	
Cash and Investments	
Checking Accounts	
10100	BANK ACCOUNTS
10	GENERAL/CORPORATE 3,387,699.07
20	FICA (21.00)
30	IMRF 21.88
70	CAPITAL PROJECTS/SPECIAL RESERVE <u>2,413,513.70</u>
	Total Checking Accounts 5,801,213.65
Other Cash	
10900	CASH ON HAND DUNDEE
10	GENERAL/CORPORATE 332.70
10901	CASH ON HAND RANDALL OAKS
10	GENERAL/CORPORATE <u>104.80</u>
	Total Other Cash 437.50
Investments	
10500	INVESTMENT ACCOUNTS
70	CAPITAL PROJECTS/SPECIAL RESERVE 1,698,214.91
80	WORKING CASH 165,025.16
90	DONATION / GIFT <u>266,166.58</u>
	Total Investments <u>2,129,406.65</u>
	Total Cash and Investments 7,931,057.80
Other Assets	
13000	PREPAID RENT
10	GENERAL/CORPORATE 27,037.50
13100	PREPAID INSURANCE
10	GENERAL/CORPORATE 35,041.00
13200	PREPAID EXPENSE
10	GENERAL/CORPORATE 22,021.29
14000	ACCOUNTS RECEIVABLE
10	GENERAL/CORPORATE 5,381.24
14100	ACCRUED INTEREST RECEIVABLE
10	GENERAL/CORPORATE 1,313.10
70	CAPITAL PROJECTS/SPECIAL RESERVE 54,622.00
80	WORKING CASH 3,932.00
90	DONATION / GIFT 54,622.00
14500	PROPERTY TAX RECEIVABLES
10	GENERAL/CORPORATE <u>1,793,506.00</u>
	Total Other Assets <u>1,997,476.13</u>
	Total Assets <u><u>9,928,533.93</u></u>
Liabilities and Fund Balance	
Liabilities	
20000	ACCOUNTS PAYABLE
10	GENERAL/CORPORATE 16,430.41
21000	ACCRUED PAYROLL
10	GENERAL/CORPORATE 19,501.00
22055	CREDIT CARD PAYABLE NELSON
10	GENERAL/CORPORATE 295.07
22056	CREDIT CARD PAYABLE WERLE
10	GENERAL/CORPORATE 155.00
22068	CREDIT CARD PAYABLE ZABSKI
10	GENERAL/CORPORATE 894.58
22070	CREDIT CARD PAYABLE LORENZETTI
10	GENERAL/CORPORATE 116.62
22074	CREDIT CARD PAYABLE KATSION
10	GENERAL/CORPORATE 150.00
22075	CREDIT CARD PAYABLE BERGER
10	GENERAL/CORPORATE 58.75
22077	CREDIT CARD PAYABLE CARROLL

Fox River Valley Public Library District

Balance Sheet
As of 2/28/2022

		<u>Current Year</u>
10	GENERAL/CORPORATE	694.16
22081	CREDIT CARD PAYABLE BUNTE	
10	GENERAL/CORPORATE	153.00
22083	CREDIT CARD PAYABLE BOYER	
10	GENERAL/CORPORATE	653.18
22084	CREDIT CARD PAYABLE SABALA	
10	GENERAL/CORPORATE	303.96
22085	CREDIT CARD PAYABLE JI	
10	GENERAL/CORPORATE	333.99
27900	DEFERRED TAXES	
10	GENERAL/CORPORATE	<u>1,793,506.00</u>
	Total Liabilities	1,833,245.72
	Fund Balance	
10	GENERAL/CORPORATE	3,439,190.98
20	FICA	(21.00)
30	IMRF	21.88
70	CAPITAL PROJECTS/SPECIAL RESERVE	4,166,350.61
80	WORKING CASH	168,957.16
90	DONATION / GIFT	<u>320,788.58</u>
	Total Fund Balance	<u>8,095,288.21</u>
	Total Liabilities and Fund Balance	<u><u>9,928,533.93</u></u>



**Investment Inventory Month End
Fox Rvr Valley All Agg (111383)
02/28/2022**

Description	Purchase/Settle Date	Maturity Date	Next Call Date	Current Face Value	Coupon Rate	Purchase Yield	CUSIP	Market Value
Payable	---	02/28/2022	---	0.00	0.000	---	CCYUSD	(178,925.50)
MMDA12	---	02/28/2022	---	0.00	0.000	---	MMDA12	179,410.16
Merrick Bank Corporation	03/20/2019	03/21/2022	---	108,000.00	2.650	2.663	59013J6W4	108,154.33
WEST OTTAWA MICH PUB SCH DIST	08/12/2020	05/01/2022	---	200,000.00	0.643	0.555	955023UZ7	200,083.60
RIO RANCHO N MEX PUB SCH DIST NO 94	05/21/2020	08/01/2022	---	25,000.00	4.000	0.956	767171QB0	25,342.15
NEW YORK N Y	05/21/2020	08/01/2022	---	10,000.00	5.000	1.096	64966MNX3	10,179.79
Goldman Sachs Bank USA	10/09/2019	10/11/2022	---	200,000.00	1.900	1.932	38149MHE6	201,690.40
ILLINOIS ST	02/22/2021	11/01/2022	---	200,000.00	5.000	0.516	452152P62	205,295.20
LA SALLE CNTY ILL SCH DIST NO 141 OTTAWA	03/10/2021	12/01/2022	---	105,000.00	0.350	0.342	504588GD0	104,388.17
CHICAGO ILL BRD ED	02/22/2021	12/01/2022	---	100,000.00	5.000	0.631	167505XU5	102,894.90
Morgan Stanley Private Bank, National Association	12/05/2019	12/05/2022	---	100,000.00	1.850	1.862	61760A3U1	100,931.30
DU PAGE CNTY ILL CMNTY HIGH SCH DIST NO 094 WEST C	05/21/2020	01/01/2023	---	25,000.00	5.000	1.150	263381DM4	25,860.90
WILL & KENDALL CNTYS ILL CMNTY CONS SCH DIST NO 20	05/21/2020	01/01/2023	---	35,000.00	4.000	1.063	968648C78	35,916.23
BROOKLYN CENTER MINN INDPT SCH DIST NO 286	05/21/2020	02/01/2023	---	20,000.00	5.000	0.965	113853LD5	20,732.28
Sallie Mae Bank	02/05/2020	02/06/2023	---	123,000.00	1.800	1.834	7954506E0	124,093.72
Raymond James Bank	02/14/2020	02/14/2023	---	137,000.00	1.700	1.720	75472RAX9	138,079.56
NEW BRITAIN CONN	05/21/2020	03/01/2023	03/01/2023	5,000.00	5.000	1.398	6427137M7	5,185.19
Citibank, N.A.	04/02/2019	04/03/2023	---	82,000.00	2.750	2.772	17312Q3R8	83,572.84
Morgan Stanley Private Bank, National Association	04/11/2019	04/11/2023	---	150,000.00	2.700	2.724	61760AYK9	152,828.85
WAUKEGAN ILL	07/21/2020	12/30/2023	---	190,000.00	3.543	0.898	942860QM2	195,372.82
American Express Bank, FSB	03/02/2022	03/04/2024	---	179,000.00	1.600	1.621	02589ABL5	179,018.97
---	---	01/29/2023	---	1,994,000.00	2.558	1.434	---	2,020,105.85

C.1 Award Contract for Installation of Keyless Access Control System and Related Equipment at Dundee Library

RECOMMENDED **MOTION**: I move to award a contract for installation of keyless access control system and related equipment at Dundee Library to Current Technologies Corporation in an amount not to exceed \$31,891.06.

BACKGROUND INFORMATION:

Facilities Manager Michael Lorenzetti developed specifications and solicited bids for installation of a keyless access system and locks to the west side entrance door primarily used as an employee and delivery entrance, and select interior doors.

The following qualified bids were received:

Current Technologies Corporation	31,891.06
C&C Systems	42,699.00
AMS Mechanical Systems, Inc.	43,385.00
Total Automation Concepts, Inc.	44,765.00
Allied Universal Technology Services	48,042.00
Security Integration Specialists, Inc.	50,374.00
Pentegra Systems	64,885.00
Apex 3 Systems	72,225.11
Renaissance Communication Systems	74,125.00

All bids were reviewed and administration recommends award of a contract to the lowest qualified bid from Current Technologies Corporation. Work is expected to commence after Board approval and the new entrance doors are installed.

C.2 Future Planning – Discussion

Discussion only; no motion.

BACKGROUND INFORMATION:

Board discussion at the February 15, 2022 meeting raised the topic of future planning for the Library District. There was agreement that planning should begin at the current time. Trustee feedback is sought to form a collective vision for the future of Fox River Valley Public Library District.

C.3 Approve Report of the Closed Session Minutes Review and Destruction of Audio Recordings made prior to September 15, 2020

RECOMMENDED **MOTION**: I move to approve the report of the closed session minutes review, and destruction of all audio recordings made prior to September 15, 2020.

BACKGROUND INFORMATION:

The Open Meetings Act [5 ILCS 120/2.06(c)(d)] sets the requirement that closed session minutes must be reviewed every six months to make a determination if the need for confidentiality still exists, and gives guidance regarding destruction of the verbatim record of closed session meetings.

The findings of this report must be stated in open session.