

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

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

AGENDA

**July 19, 2022
7:00 PM**

Call to Order—President Kristina Weber

Pledge of Allegiance

Roll Call—Secretary Christine L. Evans

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 Weber

- **2023 Trustee Election**
- **ILA Trustee Day 2022**

Director’s Report—Executive Director Amy Dodson

- **Tentative Budget and Appropriation Presentation – Director Amy Dodson**
- **Department Head Reports**
- **Dashboard**

A. Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from the June 21, 2022 Board of Trustees Meeting**
- A.1.b Check/Voucher Register – AP & Payroll Complete for June 2022 totaling \$294,828.38**
- A.1.c Monthly Financial Report for June 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 June 2022**
- A.1.j Ehlers Investment Inventory for June 2022**

B. Unfinished Business – none

C. New Business

Exhibit C.1 Ordinance 2022-04 Tentative Budget and Appropriation

- **Announce Hearing Date and Time: September 20, 2022, 7:00 pm**

Exhibit C.2 Library Executive Director Employment Agreement Renewal

Exhibit C.3 Equipment Maintenance Contract Renewal – Bibliotheca

Exhibit C.4 Laptop Purchase

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

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

**Fox River Valley Public Library District
Director's Report to the Board of Library Trustees
July 19, 2022 Regular Meeting**

The 2022 Summer Reading Challenge continues to run successfully. In early July we exceeded 1,500 registrations! The challenge runs through July 31, and will be celebrated with a pool party at Dolphin Cove Family Aquatic Center on August 7.

Over the July 4 holiday weekend, one of the large elm trees at the Dundee Library was struck by lightning. Unfortunately, the lightning damage has compromised the tree's life expectancy, and poses a risk of tree collapse. Most of the tree was removed on July 15. A tall stump of about six feet is remaining, and we are exploring the idea of having an artist create a wood sculpture for the library.

The next All Staff Training Day is scheduled for August 19. The focus for the training will be safety and wellness. Training will include active shooter response and crisis awareness for all employees. We are working with a local consultant to develop more tools for staff to be prepared for emergencies and dangerous situations. We are planning to update our emergency procedures and conduct more training throughout the year.

Google recently contacted us about a marketing opportunity. Google Street View (part of Google Maps) sends a marketing firm to photograph the interior spaces of the Dundee and Randall Oaks libraries; the photographs are then used to create virtual tours of our libraries for Google Street View. We pay a fee for the professional still photographs of the library buildings with reproduction rights. We can use the photos for our website, promotions, and marketing materials. The photographs were taken of both libraries on July 20 and 21, and we are looking forward to seeing the results. Google also worked with many other libraries in the area.

Deputy Director Zabski and I have been invited to participate in the Village of Gilberts' comprehensive planning process. Our first meeting is on July 19.

Respectfully submitted,

Amy Dodson

Fox River Valley Public Library District June 2022 Department Reports

Deputy Director: Heather Zabski

On June 6, we commenced our sixth year of participating in the Summer Food Service Program (SFSP). The previous two years were “grab & go” service only, but this year we are back to in-person service. Due to several factors, we expected a lighter attendance than previous years. However, the program continues to provide a vital service to patrons with food insecurity in the community. In June, we served 383 meals to patrons. Staff from every department in the library are involved in the Summer Lunch program. Special credit is owed to Safety Specialist Gemma Winger who oversees meal service most days, making sure eating spaces are immaculate and service is consistent from day to day.



Gilberts Community Days (left), Carpentersville Independence Day Parade (right)

With so many summer festivals and events, outreach for the library peaks during the summer season. I always enjoy the opportunity to chat with community members about the wonderful services that the library provides. In June, I participated in the Summer Reading Kick-Off Party and Gilberts Community Days. These events were back-to-back and thankfully blessed with mostly good weather. This was my first time participating in the Gilberts Community Days event, and I was pleased by the number of library card and Summer Reading Challenge sign-ups we provided. In July, I represented the library in the first annual Carpentersville Independence Day parade. It was well-organized and well attended. We received lots of positive feedback from the attendees, who are fans and users of our library.

At the Board of Trustees meeting in June, trustees voted to approve the Working Budget. However, the budget process is not yet complete for the library district. In July, we present the Budget and Appropriation (B&A). The B&A represents the total amount the library can spend within the fiscal year. While the working budget represents all the revenues and expenditures the library expects to have within a given year, the appropriation is usually increased from the working budget in each category to allow for unexpected revenues or expenditures. If the library received unplanned revenues through a grant or donation, we could NOT spend that money if it went beyond the limit allowed for in the Appropriation without the board making an amendment. Trustees will vote to approve the B&A at the Board meeting in September.

On June 7, IT Department and the Business Office viewed a demo of a potential upgrade to our current budget software which has cloud-based applications. By upgrading to this new software, we will see several benefits: we will streamline our budgeting process; the software has increased functionality; and we could potentially look at going paperless down-the-line. We decided it was a good idea to upgrade the software, which will be done later this month. We also interviewed and hired a Finance Manager. We are very pleased to have Dr. Sumitra Potharazu taking on the position starting on July 25. She has a master’s degree in Business from the University of Chicago, and her strong knowledge of accounting and investment strategies will be a huge asset to our library.

Starting on July 1, I became President of the Carpentersville Rotary Club. My official installation dinner will be on July 13. In my position, I’m looking forward to expanding my service to the Carpentersville community and promoting library

services in our district. Many club members are already familiar with our library, but I look forward to having guest speakers from the library to promote our lesser-known services and collections. Additionally, summer is my busy season for Rotary Events. We will be hosting Blind Flights on July 16, a craft beer event that raises money for the club's charitable donations. I spent time throughout the Spring and Summer planning for the event, and hope it will be even more successful than last year. Additionally, the Raceway Woods 3K/5K/10K will be on Saturday, August 13. I've been on the Raceway Woods committee for two years and will be spearheading the event next year. Expect to hear more about both events in my September board report.

Public Services Manager: Jason Katsion

In June, Public Services staff focused on promoting our Summer Reading Challenge, celebrating Pride Month at the library, as well as our ongoing commitment to outstanding customer service.

We kicked off the annual reading challenge in a big way on Saturday, June 4, with an all-ages Summer Reading Kick-Off Party. The event featured live entertainment by a local band and a visit from The Bubble Bus (pictured below), as well as food provided by restaurants Duke's Blues-N-BBQ and Elder + Oat. Over 200 patrons stopped by to celebrate, and librarians Sam Bunte and Heather Ji signed up 74 people for the Summer Reading Challenge throughout the three-hour event!



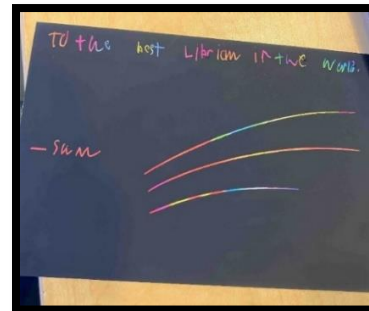
Inside the library, Youth Services and Adult & Teen Services staff decorated and created book displays to promote Summer Reading. Below, you can see a creative wall display as well as a fun photo booth, created by Library Assistants Lizbeth Hernandez and Amairani Lopez.



One of the highlights of Pride Month at the library was Rainbow Storytime, presented by Librarian Heather Ji. Heather's storytime emphasized that the library is a safe place where everyone is welcome. This event featured fun songs and readings from several books: *The Rainbow Parade* by Emily Neilson; *Prince & Knight* by Daniel Haack; *Except When They Don't* by Laura Gehl.



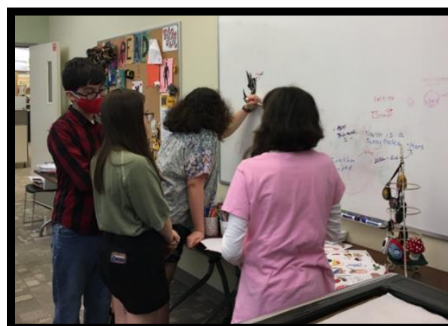
Teen Librarian Danielle Pacini led a class on how to make Pride on the Fox Buttons. Danielle decorated Corner 68 with Pride flags, and played a Pride playlist that she put together for the class. The mother of one of the families in attendance enthusiastically commented, "This has been on my calendar for weeks!" Throughout the month, multiple Pride-themed crafts were available upon demand in the Youth Services area of the library. One of our young patrons used these craft materials to create a note for Library Specialist Christian Diaz, "To the best libr[ar]jan in the world."



On June 23, Library Specialist Cari Poweziak organized a watercolor painting class featuring local artist Dana Maynard-Tatge, winner of last year's Celebrate Diversity Art Contest. Dana did a great job leading the class. Below, you can see a photo of the attendees proudly holding up their finished watercolor paintings.



Danielle continued her popular recurring teen programs in June, Anime Club and Pixel Art. One unusual teen activity in June involved drawing SpongeBob SquarePants as the Mona Lisa, or "Sponge-A-Lisa," on Post-it Notes. A surprising number of teen patrons took on the challenge. A photo of some Sponge-a-Lisas is included below.



The Dundee Library Book Club met to discuss *The Ocean at the End of the Lane* by Neil Gaiman. At the book club hosted by Cari Poweziak at Cherished Place Adult Day Club in West Dundee, Cari led discussion of short stories about

Juneteenth and 4th of July. Juneteenth was also the topic of an educational presentation hosted at the library by David Swope Sr., Manager for the Center for Student Diversity, Equity and Inclusion (CSDEI) at College of DuPage.

The Public Services departments answered a total of 364 reference questions in June: Adult & Teen Services answered 310, and Youth Services answered 54. Adult & Teen staff provided 10 notary appointments and 50 one-on-one appointments. 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. In June, these appointments included: updating Microsoft Windows and installing antivirus software on a patron's laptop; teaching a patron to use a grocery delivery app; assistance with accessing and updating online medical records; signing up for an Illinois Link Card; training a patron to use the library's slide scanner, so that slides of a family vacation to Niagara Falls in the 1950s could be preserved digitally.

In June, I went on family leave for three weeks to care for my newborn daughter. Prior to going on family leave, I attended the District 300 Leadership Council meeting in Algonquin, met with community groups such as Centro de Información, prepared for annual performance evaluations of public services staff, and participated in meetings of the Illinois Libraries Present Steering Committee.

Randall Oaks: Brittany Berger

The Summer Reading Kick-Off Party returned to the Dundee Library front lawn for the first time since 2019! On Saturday, June 4, 215 patrons enjoyed food, live music, and bubbles from 1 to 4 p.m. We had two staff stations; one for fresh popcorn and water bottles, and another for Summer Reading Challenge registration. There were also four community booths set up alongside the entertainment: non-profit Alianza Hispanoamericana, Elder + Oat, State Representative Suzanne Ness, and Duke's Blues-N-BBQ. Elder + Oat had apple cider and old fashioned donuts along with a blackberry lavender refresher. Duke's served sliders, hot dogs, and chips. Local cover band The Throwbacks kicked off the party with an hour long set of music. They were followed by a visit from the Bubble Bus, which can be seen in the photo below. I would also like to give an extra special thanks to all of the staff who were there to support this large scale event: Sam Bunte, Keri Carroll, Christian Diaz, Amy Dodson, Heather Ji, Jason Katsion, Cari Poweziak, John Sabala, and Heather Zabski.



By the end of June, 1,525 patrons had registered for the Summer Reading Challenge. Here is the breakdown by age groups: 548 adults, 159 teens, 508 youth, and 310 pre-readers. In 2021 we had a grand total of 948 sign ups. Finisher prizes became available starting June 15 and include a free book and a ticket to the Dolphin Cove pool party on August 7. So far, we have had 156 finishers, and participants have until July 31 to log their reading and activity badges.

June was a busy month at Randall Oaks due to the start of summer vacation and the launch of the Summer Reading Challenge. Visits and circulation were both up, as was program attendance and passive programs. 315 kids received a prize for finishing our ocean-themed scavenger hunt, and 35 families enjoyed our variety of in-house board games this month. Storytimes were also back in session alongside a variety of other offerings for youth through grade 6, for a total of 16 programs, and a combined total of 269 participants.



All the June programs at Randall Oaks were created with the Summer Reading theme “Oceans of Possibilities” in mind. Pictured above are Librarian Rachel Dunne’s Ocean Adventurers and Library Assistant Lisa Knapp’s shark all-ages storytime. Another exciting program that kicked off this month is Rachel’s Tiny Art Show! Families were able to pick up the supplies to paint a tiny ocean-themed canvas, which will then be returned for display at Randall Oaks in July. Rachel and I are also trained as site supervisors for the Summer Meals program. We alternate weeks to stop by the Dundee Library to help hand out lunches in the craft room.

Account Services: Keri Carroll

Summer reading is well underway, with visits increasing from June and exceeding last year’s numbers in July for both locations. Physical items checked out at Dundee, Randall Oaks, and Algonquin are up from June but not quite meeting those numbers from last year.

As mentioned in last month’s report, small changes were made to our loan periods. All traditional materials have a checkout period of three weeks, with up to two additional renewals if there are no holds. The Library of Things items check out for three weeks with no additional renewals. I mention this because our total renewals were down overall (which was expected since our loan periods increased for a handful of collections) but our total circulated items are the highest they’ve been since August 2021. It’s fantastic to see more patrons – both ours and others – finding our materials valuable and keeping those circulation numbers despite losing the renewals.

I am still finessing the DVD collection between both branches and finding a suitable balance, but it is a time-intensive project ensuring everything is properly labeled both on the physical item and in the record. I hope to have the entirety of the DVD collection for both Dundee and Randall Oaks finished and appropriately labeled by the end of August. Several patrons have voiced their pleasure that they can browse by genre again.

Public Relations & Outreach: Kirstin Finneran

Gilberts Community Days. We were especially excited to host a booth at the two-day fest in Gilberts as those patrons are the ones who are geographically harder for us to connect with. Heather Zabski, Leslie Sineni, and I were there to sign up people for the summer reading challenge and issue library cards. We had lots of great conversations over the spinning prize wheel and a social media friendly shark poster. I also had the opportunity to connect with Michael Blue of Teska Associates, which is a consulting firm Gilberts had hired to develop a comprehensive plan for the village. FRVPLD should make every effort to get in on that conversation. Here is a direct link to their website:

<https://plangilbertsfuture.com/>



Programmer's Meeting: Fall Quarter. In an effort to improve communication and coordination of the top-notch programming created by our staff, the PR Department has initiated a quarterly Programmer's Meeting to be led by PR Content Coordinator Leslie Sineni. Our approach to the meetings is not to have specific programs in place by the meeting, but to start the conversation around themes and collaboration for the upcoming quarter. Leslie will work with programmers to ensure that our programs do not compete or overlap with each other, that descriptions are consistent and reflect our style standards, and point out opportunities for departments to collaborate. Great ideas were flying on Hispanic Heritage Month, Library Card Sign Up Month, and Halloween just to name a few. The group will next meet on August 15 to discuss the Winter 2023 quarter.

Meeting with Centro de Información. Community Outreach Coordinator Maria Garrido reached out to Leslie Sineni to see how FRVPLD and Carpentersville Centro can collaborate as they ramp up their offerings to the community. The result was a meeting with Maria and Araceli Liu (from Centro's Elgin Office) as well as Jason Katsion, Jasmin Munoz, and Leslie and Kirstin. In turn, Jasmin and Leslie then visited the Carpentersville office for a tour. We have many reciprocal ideas and initiatives now in development including onsite outreach visits, ESL classes, library promotional materials included in D300 student backpacks and SNAP Aid information, and parenting and mental health programs. We will be working as a team to ensure the continuity and success of this opportunity.

Sidewalk Chalk Art Activity. Based on a request from Director Amy Dodson, we created a sidewalk chalk art activity to coincide with our summer reading challenge. Amy suggested it would be a fun way to show off our new sidewalks. Leslie and I decided to make it an activity that would help us promote our Instagram and Facebook pages. Boxes of chalk are available at the greeter desk for patrons to create ocean related art. Those who participated received a free kids' pass to Classic Cinemas in Carpentersville. Anyone who posted a photo on social media and tagged us is entered into a drawing for four passes to the Shedd Aquarium. Leslie took it to the next level by inviting Bridge Yrtis of Building Bridges Art to create the first chalk drawing. You may recognize her style from the many beautiful creations she has shared on local bike paths.



Library Field Trips. For inspiration, comparison, and ideas, the PR Department has started what we like to call "Library Field Trips." So far, Leslie and I have visited both Algonquin Area Library locations and the Itasca Library. We wander the facilities and take note (and photos!) of book displays, wayfinding signage, promotional materials, and pretty much

everything! We have had some great conversations with staff. Of particular interest recently has been how other libraries present their Library of Things as a physical presence in their library.

Meetings/Training/Events

Gilberts Community Days, June 4 & 5

Programmer's Meeting, June 6

Centro de Información, June 8

Freegal Marketing Promotion Update, June 13

Board of Trustees Meeting, June 21

eNews

| Subject | Date Sent | Emails Sent | Unique Opens | Unique Opens % | Total Clicks |
|---|------------------|--------------------|---------------------|-----------------------|---------------------|
| Kick Off Party, Summer Storytimes, Jubilee | 6/1/2022 | 12130 | 4967 | 41.07% | 93 |
| Pride Month, Juneteenth, Collect the Shrink Charms! | 6/8/2022 | 12094 | 4890 | 40.46% | 122 |
| Juneteenth, Father's Day | 6/15/2022 | 12082 | 4603 | 38.14% | 54 |
| Sidewalk Chalk Art, Summer Reading Activities, Job Openings | 6/22/2022 | 12217 | 4872 | 39.94% | 134 |
| Check Out a Metal Detector, Career Advice, Fireworks | 6/29/2022 | 12199 | 4940 | 40.55% | 128 |

Social Media Insights - June 2022

Facebook

Reach: 11,733 (+34.5%)

Engagement: 1238 (-36%)

Followers: 2169 (+31)

Check Ins: 11 (+22%)

of posts: 41

of stories: 8

Instagram

Followers: 472 (+32)

Accounts reached: 485 (+44.3%)

Accounts engaged: 63 (+31.2%)

of posts: 7

of stories: 57

of reels: 1

Twitter 787 (+1)

YouTube 610 views (+44%)

Facilities: Michael Lorenzetti

Roof Update: The roof project is complete and no leakage has been detected. A roof preventive maintenance plan is being worked on by the roofing company.

East/West Door Project: The new east and west doors project has been completed.

Keyless Access for Primary Doors at the Dundee Library: Lead time for this project has been pushed to August 2022 due to supply issues. The ship-to dates for Current Technologies to receive the products are in July, and it is planned to begin the project the week of August 15.

Sidewalks at the Dundee Library: Some of the sidewalk areas were replaced in early December and have made it through the winter. An area on the west side needs additional improvement as a water collection spot has unknowingly developed. Facilities has accepted the quote from ACME Concrete to complete this project. It is scheduled for July 29, 2022.



On June 2, the disc cleaner was brought in for service to ELM USA.

On June 13, Peters Electric was onsite to update the parking lot lighting. The north end was completed with larger and additional LED fixtures. The south poles are planned to be done.

On June 14, the high traffic areas of the Dundee Library, as well as fabric furniture, were cleaned by the carpet company.

On June 17, Elgin Sheet Metal was onsite to replace the HVAC filters on the roof units.

On June 21 and June 23, Sebert (our landscape company), was onsite to spread mulch and to correct a drainage issue on the west side.

On June 27, Elgin Sheet Metal was onsite to replace the condenser motor for the HVAC unit that controls the old township offices and work areas.



The Facilities Department, HR Manager, and Director Dodson had a meeting to discuss scheduling changes and the addition of team members to the facilities department. A full-time and a part-time custodian position are currently being advertised to fulfill the Board's request for custodian coverage during all hours the Library is open to the public. The schedule and hours of these new positions did not appeal to our two part-time Facilities staff members and they have both resigned their respective positions.

Looking ahead to the coming months of hot weather temperatures for other projects moving forward.

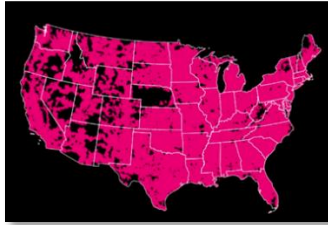
PATS (Purchasing, Acquisitions and Technical Services): Karin Nelson

Savings: Over \$23,800 was saved during FY21/22 for various supply/furniture categories. This does not include the list price vs discounted price savings we gain from our major material vendors (*over \$87,000*). I also did not document figures between companies which provided bids for Facilities or Building improving projects.

End of FY: On June 30, I focused primarily on opening and receiving almost \$4,000 worth of material orders into the acquisition module for all of the boxes which had been delivered the previous afternoon and that day. This meant that all of those invoices could be submitted to the Business Office to be paid in FY21/22.

IT/ Network: John Sabala

One of the core values of Fox River Valley Public Library District is to provide outstanding customer service. One way to support these efforts is to invest in infrastructure. We addressed two items with our infrastructure in June to ensure equal access to information and reduce barriers of access. First, we swapped out all the existing Wi-Fi hotspots for newer units. The vendor, Mobile Beacon, discontinued the existing Sprint Network Spectrum model hotspots and replaced them all with updated models. These new devices communicate on the T-Mobile Network, are slightly speedier, and operate on a very large network. This benefit was provided at no hardware cost to the library.



Additionally, in June we sped up fifteen PCs for the library staff. Our goal was to reduce the loading time for Microsoft Windows and other applications. Staff were waiting up to a minute in most cases to start working on their PCs, which is a waste of valuable staff time. We addressed this issue by installing SSD drives that increase the performance by almost 50%. Our happier staff can now focus their energies in providing excellent customer service.



Old Hard Drive



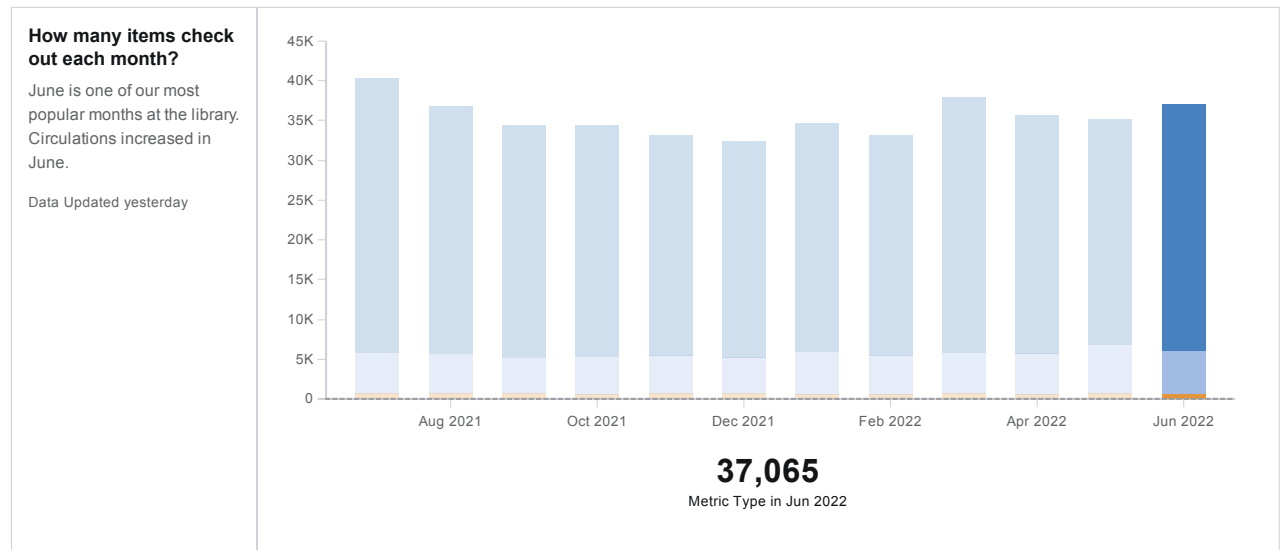
New SSD Drive

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

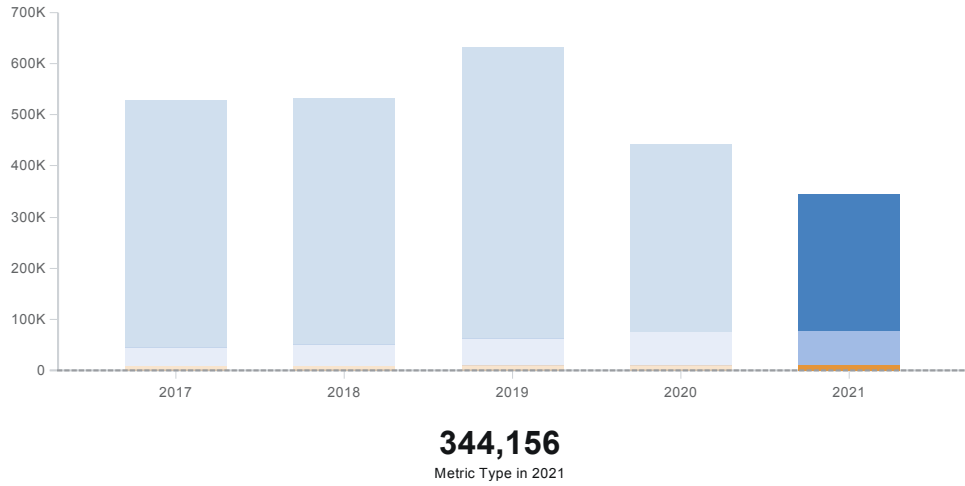


Checkout Trend

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 yesterday



Library Visits - This Fiscal Year

How many people visit our library each month?

We had the highest number of visits at both locations in June.



Website Visits - This Fiscal Year

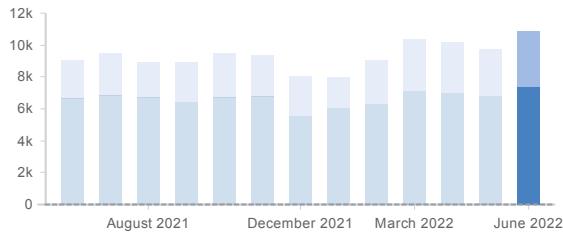
How many people visited our libraries online?

Website usage has increased slightly in June.



Library Visits - Past 13 Months

Library visits at both locations have increased significantly from last June.

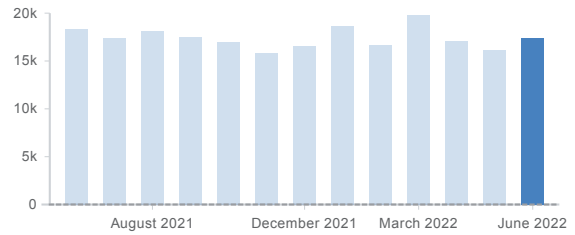


10,807

Location in June 2022

Website Visits - Past 13 Months

Website visits are comparative with last June.

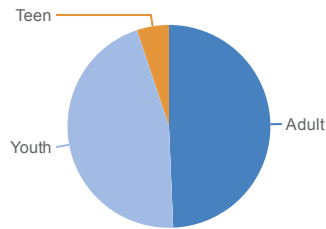


17,357

Location in June 2022

Physical item checkouts

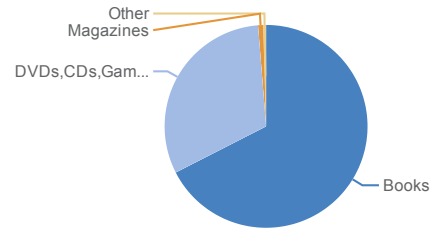
Checkouts by Audience - last fiscal year



270,227

Department in 2021

Checkouts by Material Type - last fiscal year



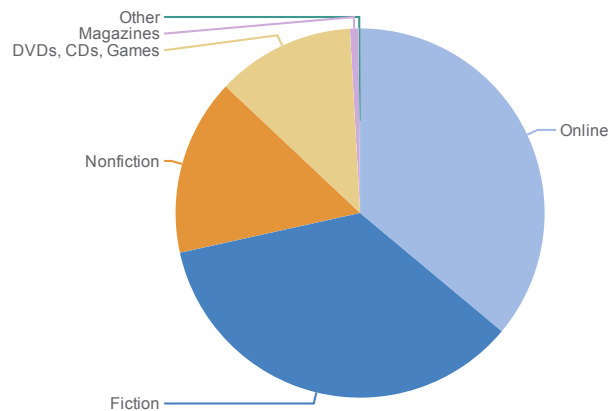
270,227

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 50 weeks ago



217,556

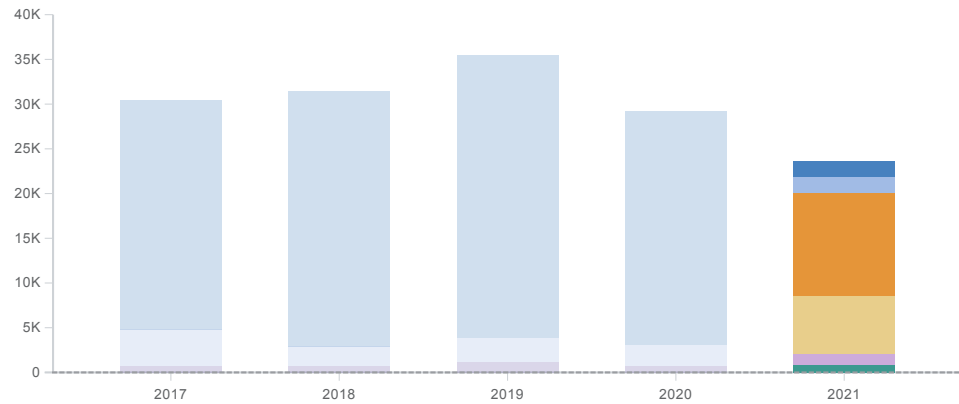
Material Type in 2021

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.

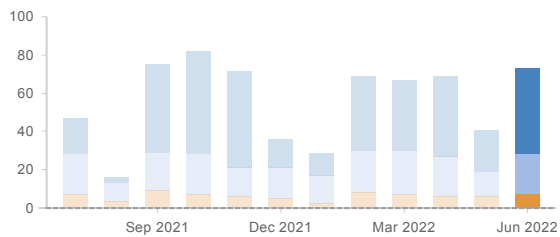
Data Updated yesterday



23,636
Metric Type in 2021

How many programs are held at the library each month?

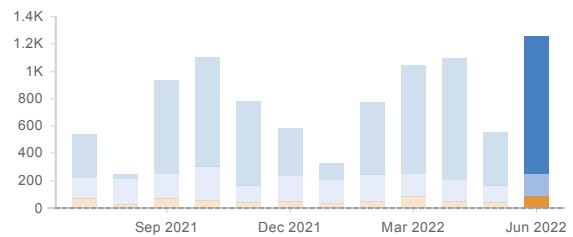
Program offerings increased in June to coincide with the Summer Reading C...



73
Metric Type in Jun 2022

How many people attend our programs each month?

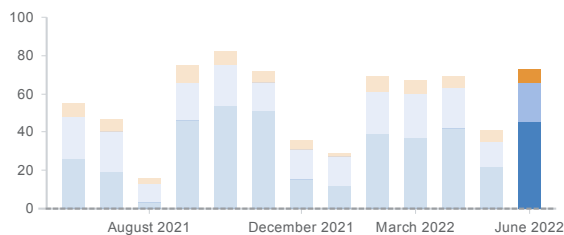
June is our most popular month for program attendance.



1,254
Metric Type in Jun 2022

Library Programs Held- Past 13 Months

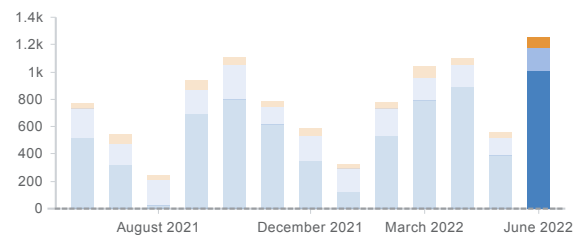
We held more programs this year than last June.



73
Metric Type in June 2022

Library Program Attendance - Past 13 Months

Program attendance saw a 66% increase from last June.



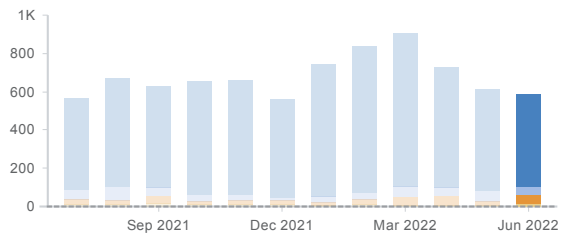
1,254
Metric Type in June 2022

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 deliveries decreased in June. One-on-one appointments increased.



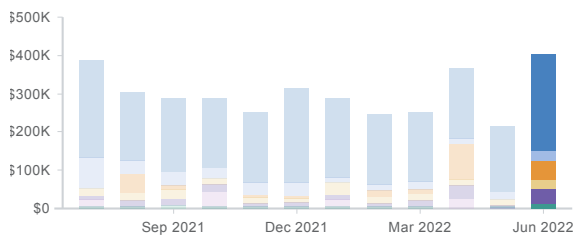
586

Metric Type in Jun 2022

Monthly Spending- this year

How much does the Library spend each month this FY?

Spending increased in June as final purchases for the fiscal year were subm...



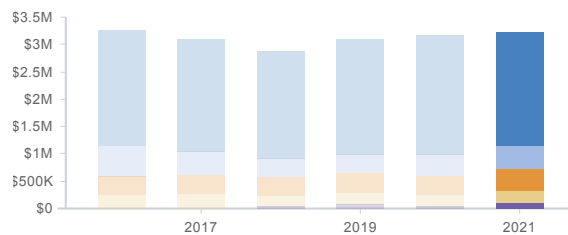
\$402,515.18

Expenses in Jun 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 June 21, 2022 Board of Trustees Meeting**
- A.1.b Check/Voucher Register – AP & Payroll Complete for June 2022 totaling \$294,828.38**
- A.1.c Monthly Financial Report for June 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 June 2022**
- A.1.j Ehlers Investment Inventory for June 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

**Fox River Valley Public Library District
Board of Trustees Meeting
June 21 2022**

MINUTES

Call to Order

The meeting was called to order by President Kristina Weber at 7:00 PM. 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, Deputy Director Heather Zabski, Kirstin Finneran, Michael Lorenzetti, Sherry Kenny, Brittany Berger, Keri Carroll, John Sabala, Karin Nelson, Karen Werle, Mike Tennis

Public Comment

Tennis noted the amount budgeted for personnel services and benefits and suggested an alternate expenditure.

President's Report

Appoint Two Trustees to Review Secretary's Records

Weber noted the Illinois Public Library Annual Report (IPLAR) requires a review of the Secretary's Records to ensure they are complete and in good order. Trustees Tara Finn and Maryann Dellamaria have agreed to conduct the review.

Future Planning Meeting Date

Trustees will submit their availability over the summer to Weber in order to reach a mutually agreeable date to begin planning for the future of the Library District.

Director's Report

Dundee Township Lions Club Donation; Nunda Masonic Lodge Donation

Dodson reported the Library had received two generous donations from local community groups for summer reading and a mobile kitchen to be used in library programs.

Department Reports and Dashboard

Trustees commented on the successful summer reading kickoff event with the Bubble Bus. Corbett noted the upcoming Illinois Library Association's Trustee Day coming up in October and urged Trustees to attend the worthwhile event.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the May 17, 2022 Board of Trustees Meeting**
- A.1.b Check/Voucher Register – AP & Payroll Complete for May 2022 totaling \$214,588.26**
- A.1.c Monthly Financial Report for May 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 May 2022**
- A.1.j Ehlers Investment Inventory for May 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 Finn, 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.

Unfinished Business

B.1 Working Budget

Weber called for a motion to *APPROVE THE WORKING BUDGET FOR FISCAL YEAR 2022 - 2023 AS PRESENTED*. Moved by Corbett and seconded by Nutt, item opened for discussion. Dodson reviewed the proposed organizational chart and noted new positions and some promotions designed to help achieve goals outlined in the District's Strategic Plan. There was no further discussion; 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.

New Business

C.1 Ordinance 2022-02 Transfer Funds to Special Reserve

Weber called for a motion to *ADOPT ORDINANCE 2022-02 TRANSFERRING FUNDS IN THE AMOUNT OF \$200,000 FROM THE GENERAL FUND TO THE SPECIAL RESERVE FUND*. Moved by Dellamaria and seconded by Corbett, item opened for discussion. Deputy Director Zabski reported revenues left unspent at the end of a fiscal year are transferred into the Special Reserve Fund, and those revenues are used for capital improvements to the Library.

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

C.2 Ordinance 2022-03 Board Meeting Dates

Weber called for a motion to *ADOPT ORDINANCE 2022-03 BOARD MEETING DATES*. Moved by Finn and seconded by Dellamaria, item opened for discussion. Weber noted the ordinance reflects the typical dates set for Board meetings in the upcoming fiscal year, with one exception in August when no meeting is scheduled. There was no further discussion; 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.

C.3 ADA Compliant Door Replacement Cost Breakdown

There was no motion to be made; Weber called Trustees attention to the informative document that provided costs associated with the recent front and west side door replacements.

C.4 North Suburban Digital Consortium – OverDrive eBook Renewal

Weber called for a motion to *AUTHORIZE THE DIRECTOR TO RENEW THE CONTRACT WITH THE NORTH SUBURBAN DIGITAL CONSORTIUM, FOR ANNUAL COLLECTION ASSESSMENT TO PURCHASE DIGITAL CONTENT AND HOSTING, AT A COST NOT TO EXCEED \$25,000*. Moved by Dellamaria and seconded by Finn, item opened

for discussion. Dodson noted there has been a steady increase in coverage along with the recent addition of eMagazines. There was no further discussion; 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.

C.5 Electronic Resource – LinkedIn Learning Contract

Weber called for a motion to *AUTHORIZE THE DIRECTOR TO CONTRACT WITH LINKEDIN FOR LINKEDIN LEARNING, AN ELECTRONIC RESOURCE FOR ONLINE LEARNING, AT A COST NOT TO EXCEED \$13,125*. Moved by Nutt and seconded by Corbett, item opened for discussion. There was discussion on increasing promotion of this resource. Weber then 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.

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 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.

Open session adjourned at 7:53 PM.

Return to Open Session

Weber called the Board into open session at 8:40 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: none

Adjournment

No further business was discussed, Weber called for a motion to *ADJOURN*. Moved by Corbett and seconded by Nutt, 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 8:40 PM.

Fox River Valley Public Library District
 Check/Voucher Register - AP & Payroll Complete
 10100 - BANK ACCOUNTS
 From 6/1/2022 Through 6/30/2022

| <u>Vendor Name</u> | <u>Check Number</u> | <u>Effective Date</u> | <u>Check Amount</u> |
|--|--------------------------------|-----------------------|---------------------|
| DUKE'S BLUES N BBQ | 43986 | 6/1/2022 | 1,000.00 |
| Elder & Oat | 43987 | 6/1/2022 | 450.00 |
| JVR Enterprises, LLC | 43988 | 6/1/2022 | 0.00 |
| Rylan Aspen | 43989 | 6/1/2022 | 300.00 |
| The Throwbacks | 43990 | 6/1/2022 | 350.00 |
| JVR Enterprises, LLC | 43991 | 6/2/2022 | 772.00 |
| Ziegler's Ace Hardware | 43992 | 6/17/2022 | 364.88 |
| SYNCB/AMAZON | 43993 | 6/17/2022 | 9,657.00 |
| America's Flooring Store, LLC | 43994 | 6/17/2022 | 2,375.00 |
| AT&T | 43995 | 6/17/2022 | 328.99 |
| AT & T Mobility | 43996 | 6/17/2022 | 126.27 |
| CDS Office Technologies | 43997 | 6/17/2022 | 858.30 |
| Comcast | 43998 | 6/17/2022 | 523.35 |
| Comcast | 43999 | 6/17/2022 | 909.86 |
| ComEd | 44000 | 6/17/2022 | 4,897.37 |
| David A Swope, Sr | 44001 | 6/17/2022 | 150.00 |
| Demco, Inc. | 44002 | 6/17/2022 | 3,809.66 |
| United States Treasury | 44003 | 6/17/2022 | 61.38 |
| Ehlers Investment Partners, LLC | 44004 | 6/17/2022 | 341.64 |
| Findaway World, LLC | 44005 | 6/17/2022 | 939.94 |
| Garveys Office Products | 44006 | 6/17/2022 | 1,539.53 |
| Gary Wenstrup | 44007 | 6/17/2022 | 225.00 |
| Green Emerald Chem-Dry | 44008 | 6/17/2022 | 1,600.00 |
| Groot, Inc | 44009 | 6/17/2022 | 113.00 |
| Hagg Press | 44010 | 6/17/2022 | 6,274.00 |
| Hall Pass | 44011 | 6/17/2022 | 9.00 |
| HR Source | 44012 | 6/17/2022 | 1,465.00 |
| INGRAM Library Services | 44014 | 6/17/2022 | 5,983.81 |
| KONE, INC | 44015 | 6/17/2022 | 674.84 |
| Lakeshore Learning | 44016 | 6/17/2022 | 32.94 |
| Lamp Incorporated | 44017 | 6/17/2022 | 53,640.00 |
| Midwest Tape Exchange, Inc. | 44018 | 6/17/2022 | 2,820.81 |
| Nicor Gas | 44019 | 6/17/2022 | 235.06 |
| PETERS Electric & Technology, Inc. | 44020 | 6/17/2022 | 1,365.00 |
| Sebert Landscaping Inc. | 44021 | 6/17/2022 | 573.04 |
| Technology Management Rev Fund | 44022 | 6/17/2022 | 427.50 |
| Village of East Dundee | 44023 | 6/17/2022 | 528.00 |
| Cardmember Service | 44024 | 6/17/2022 | 3,233.40 |
| Wellness Insurance Network | 44025 | 6/17/2022 | 16,830.18 |
| Cross the Lilliebridge | 44026 | 6/21/2022 | 250.00 |
| TSYS Merchant Solutions-Omaha | DD202206-03 | 6/1/2022 | 248.51 |
| Paylocity Payroll | DD202206-04 | 6/3/2022 | 296.56 |
| Paylocity Payroll | DD202206-05 | 6/17/2022 | 603.34 |
| Illinois Municipal Retirement | DD202206-07 | 6/30/2022 | 18,017.32 |
| Office of the Secretary of State of Illinois | DD202206-08 | 6/30/2022 | 7,171.25 |
| TSYS Merchant Solutions-Omaha | DD20220601-02 | 6/1/2022 | 88.95 |
| | Total 10100 - BANK ACCOUNTS | | 152,461.68 |
| Report Total | | | 152,461.68 |

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 06/01/22 Through 06/30/22

Page 1 Total

\$ 152,461.68

| <u>MONTHLY PAYROLL EXPENSE</u> | |
|--------------------------------|-------------------|
| GROSS PAYROLL-June 2022 | \$ 141,200.79 |
| <u>LESS EMPLOYEE PORTION:</u> | |
| MEDICAL INSURANCE | 2,758.12 |
| DENTAL INSURANCE | 286.28 |
| I.M.R.F | 6,364.97 |
| <u>PLUS EMPLOYER PORTION:</u> | |
| I.M.R.F | 11,652.35 |
| MEDICARE/F.I.C.A. | 10,575.28 |
| TOTAL PAYROLL EXPENSE | <u>154,019.05</u> |

| | |
|---|----------------------|
| *Minus IMRF Employer Portion Direct Debit | <u>(11,652.35)</u> |
| | <u>\$ 142,366.70</u> |

\$ 142,366.70

\$ 294,828.38

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 6/1/2022 Through 6/30/2022

| | | 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 | 142,458.69 | 356.14% | (102,458.69) | 40,000.00 | (256.14)% |
| 43500 | IMPACT FEES | 0.00 | 40,937.31 | 0.00% | (40,937.31) | 0.00 | 0.00% |
| 44010 | INT & DIV INCOME | 3,588.27 | 9,769.65 | 244.24% | (5,769.65) | 4,000.00 | (144.24)% |
| 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 | 400.00 | 15,393.69 | 10.12% | 136,606.31 | 152,000.00 | 89.87% |
| 46020 | FINES & FEES | 0.00 | 8.00 | 0.00% | (8.00) | 0.00 | 0.00% |
| 46030 | LOST & DAMAGED | 505.79 | 6,605.37 | 132.10% | (1,605.37) | 5,000.00 | (32.10)% |
| 46200 | PRINT/COPY REVENUE | 0.00 | 169.30 | 0.00% | (169.30) | 0.00 | 0.00% |
| 46250 | LICENSE PLATE RENEWAL INCOME | 7,747.00 | 79,706.00 | 77.23% | 23,499.00 | 103,205.00 | 22.76% |
| 46400 | MISCELLANEOUS INCOME | 0.00 | 710.90 | 710.90% | (610.90) | 100.00 | (610.90)% |
| 46450 | REIMBURSEMENTS | 200.00 | 205.48 | 3.16% | 6,294.52 | 6,500.00 | 96.83% |
| 46600 | RETIRED EMPLOYEE REIMBURSEMENTS | 94.00 | 3,471.00 | 69.42% | 1,529.00 | 5,000.00 | 30.58% |
| 1 | Dundee Library | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 46200 | PRINT/COPY REVENUE | 524.90 | 3,740.89 | 37.40% | 6,259.11 | 10,000.00 | 62.59% |
| 46300 | TAXABLE SALES (USB, DVD, EARBUDS) | 7.50 | 27.00 | 9.00% | 273.00 | 300.00 | 91.00% |
| 2 | Randall Oaks | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 46200 | PRINT/COPY REVENUE | 19.80 | 344.10 | 8.60% | 3,655.90 | 4,000.00 | 91.39% |
| 46300 | TAXABLE SALES (USB, DVD, EARBUDS) | 0.00 | 6.00 | 6.00% | 94.00 | 100.00 | 94.00% |
| | Total REVENUES | <u>13,087.26</u> | <u>4,042,514.81</u> | <u>99.64%</u> | <u>14,501.45</u> | <u>4,057,016.26</u> | <u>0.36%</u> |
| | Total Revenues | <u>13,087.26</u> | <u>4,042,514.81</u> | <u>99.64%</u> | <u>14,501.45</u> | <u>4,057,016.26</u> | <u>0.36%</u> |
| | Expenditures | | | | | | |
| 15 | PERSONNEL SERVICES/BENEFITS | | | | | | |
| 0 | District Wide | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 52120 | EMPLOYEE INSURANCES | 13,753.16 | 151,816.26 | 79.90% | 38,183.74 | 190,000.00 | 20.09% |

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 6/1/2022 Through 6/30/2022

Table with 8 columns: Account Number, Description, Month Activity, Year Activity, FY2122 Percent Used, FY2122 \$ Remaining, Total Budget - FY2122 Working Budget, and FY2122 Percent Remaining. Rows include categories like IMRF, REIMBURSED INS, TUITION REIMB, FICA / MEDICARE, ADMINISTRATION, PUBLIC RELATIONS, IT / NETWORK, PATS, FACILITIES, Dundee Library, Randall Oaks, and LIBRARY MATERIALS.

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 6/1/2022 Through 6/30/2022

Table with 8 columns: Code, Description, Month Activity, Year Activity, FY2122 Percent Used, FY2122 \$ Remaining, Total Budget - FY2122 Working Budget, FY2122 Percent Remaining. Rows include categories like CONTINGENT-LIBRARY MATERIALS, ADMINISTRATION, Dundee Library, DEPARTMENT-WIDE, ADULT & TEEN SERVICES, TEEN, YOUTH SERVICES, and Randall Oaks.

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 6/1/2022 Through 6/30/2022

| | | Month Activity | Year Activity | FY2122 Percent Used | FY2122 \$ Remaining | Total Budget - FY2122 Working Budget | FY2122 Percent Remaining |
|-------|---|----------------|---------------|------------------------|------------------------|--|-----------------------------|
| 61100 | BOOKS | 476.87 | 3,094.92 | 103.16% | (94.92) | 3,000.00 | (3.16)% |
| 61330 | AUDIOBOOKS | 0.00 | 344.91 | 68.98% | 155.09 | 500.00 | 31.01% |
| 20 | YOUTH SERVICES | | | | | | |
| 61100 | BOOKS | 1,741.34 | 12,617.46 | 90.12% | 1,382.54 | 14,000.00 | 9.87% |
| 61130 | BOOKS SPANISH | 0.00 | 1,307.26 | 87.15% | 192.74 | 1,500.00 | 12.84% |
| 61400 | DVD | 201.63 | 2,208.27 | 73.60% | 791.73 | 3,000.00 | 26.39% |
| 61700 | NONTRADITIONAL MATERIALS | 0.00 | 498.00 | 49.80% | 502.00 | 1,000.00 | 50.20% |
| | Total LIBRARY MATERIALS | 25,236.96 | 372,102.84 | 91.00% | 36,810.16 | 408,913.00 | 9.00% |
| 51 | LIBRARY OPERATIONS | | | | | | |
| 0 | District Wide | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 52123 | WORKERS COMP | 0.00 | 4,762.00 | 61.05% | 3,038.00 | 7,800.00 | 38.94% |
| 52124 | UNEMPLOYMENT INS | 0.00 | 8,672.40 | 72.27% | 3,327.60 | 12,000.00 | 27.73% |
| 52130 | STAFF DEVELOPMENT | 0.00 | 1,699.12 | 28.31% | 4,300.88 | 6,000.00 | 71.68% |
| 70800 | POSTAGE | 0.00 | 1,847.86 | 61.59% | 1,152.14 | 3,000.00 | 38.40% |
| 70900 | SUPPLIES | 692.37 | 9,002.98 | 69.25% | 3,997.02 | 13,000.00 | 30.74% |
| 73225 | PUBLIC LIABILITY INS | 0.00 | 20,328.00 | 62.54% | 12,172.00 | 32,500.00 | 37.45% |
| 73230 | TRANSPORTATION REIMBURSEMENT | 79.85 | 594.19 | 14.85% | 3,405.81 | 4,000.00 | 85.14% |
| 73240 | BOARD EXPENSES | 0.00 | 10,975.00 | 84.42% | 2,025.00 | 13,000.00 | 15.57% |
| 73241 | LEGAL NOTICES FEES | 0.00 | 780.00 | 26.00% | 2,220.00 | 3,000.00 | 74.00% |
| 73242 | MEMBERSHIPS | 1,465.00 | 3,575.00 | 116.26% | (500.00) | 3,075.00 | (16.26)% |
| 73245 | BACKGROUND CHECK FEES | 9.00 | 87.00 | 10.87% | 713.00 | 800.00 | 89.12% |
| 73250 | BANK CHARGES | 337.46 | 2,638.84 | 43.98% | 3,361.16 | 6,000.00 | 56.01% |
| 73255 | INVESTMENT FEES | 341.64 | 4,116.44 | 51.45% | 3,883.56 | 8,000.00 | 48.54% |
| 73260 | LOST & PAID FORWARDING | 7.49 | 7.49 | 1.49% | 492.51 | 500.00 | 98.50% |
| 73280 | COST OF ITEMS SOLD | 33.60 | 82.32 | 16.46% | 417.68 | 500.00 | 83.53% |
| 73281 | TAX EXPENSE | 0.00 | 3.00 | 2.00% | 147.00 | 150.00 | 98.00% |
| 73282 | LICENSE PLATE SEC OF STATE REIMBURSEMENT | 7,171.25 | 74,342.25 | 75.74% | 23,807.75 | 98,150.00 | 24.25% |
| 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 | 71.83 | 2,310.60 | 46.21% | 2,689.40 | 5,000.00 | 53.78% |
| 76500 | CASH UNDER | 0.00 | 0.00 | 0.00% | 249.50 | 249.50 | 100.00% |

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 6/1/2022 Through 6/30/2022

| | | Month Activity | Year Activity | FY2122 Percent Used | FY2122 \$ Remaining | Total Budget - FY2122 Working Budget | FY2122 Percent Remaining |
|-------|-----------------------------|----------------|---------------|------------------------|------------------------|--|-----------------------------|
| 79990 | CONTINGENT EXPENSES | 0.00 | 0.00 | 0.00% | 1,049.00 | 1,049.00 | 100.00% |
| 05 | ADMINISTRATION | | | | | | |
| 52130 | STAFF DEVELOPMENT | 0.00 | 210.00 | 8.40% | 2,290.00 | 2,500.00 | 91.60% |
| 52150 | DIRECTOR'S CONF | 0.00 | 0.00 | 0.00% | 3,500.00 | 3,500.00 | 100.00% |
| 73242 | MEMBERSHIPS | 0.00 | 1,391.00 | 52.09% | 1,279.00 | 2,670.00 | 47.90% |
| 10 | ADULT & TEEN SERVICES | | | | | | |
| 70900 | SUPPLIES | 40.87 | 750.84 | 25.02% | 2,249.16 | 3,000.00 | 74.97% |
| 30 | PUBLIC SERVICE | | | | | | |
| 70900 | SUPPLIES | 39.87 | 2,366.05 | 18.74% | 10,258.95 | 12,625.00 | 81.25% |
| 40 | PUBLIC RELATIONS | | | | | | |
| 73242 | MEMBERSHIPS | 0.00 | 100.00 | 66.66% | 50.00 | 150.00 | 33.33% |
| 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 | 1,722.67 | 8,478.49 | 113.04% | (978.49) | 7,500.00 | (13.04)% |
| 1 | Dundee Library | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73215 | COPIER/PRINT EXPENSE | 765.95 | 6,503.15 | 72.25% | 2,496.85 | 9,000.00 | 27.74% |
| 73520 | PLANT OPERATION | 8,035.38 | 17,588.10 | 95.74% | 781.90 | 18,370.00 | 4.25% |
| 10 | ADULT & TEEN SERVICES | | | | | | |
| 52130 | STAFF DEVELOPMENT | 0.00 | 0.00 | 0.00% | 5,000.00 | 5,000.00 | 100.00% |
| 73242 | MEMBERSHIPS | 0.00 | 381.00 | 35.77% | 684.00 | 1,065.00 | 64.22% |
| 20 | YOUTH SERVICES | | | | | | |
| 52130 | STAFF DEVELOPMENT | 0.00 | 479.00 | 7.25% | 6,121.00 | 6,600.00 | 92.74% |
| 73242 | MEMBERSHIPS | 0.00 | 489.00 | 60.07% | 325.00 | 814.00 | 39.92% |
| 70 | ACCOUNT SERVICES | | | | | | |
| 52130 | STAFF DEVELOPMENT | 0.00 | 971.00 | 64.73% | 529.00 | 1,500.00 | 35.26% |
| 73242 | MEMBERSHIPS | 0.00 | 153.00 | 38.25% | 247.00 | 400.00 | 61.75% |
| 2 | Randall Oaks | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73215 | COPIER/PRINT EXPENSE | 92.35 | 663.34 | 33.16% | 1,336.66 | 2,000.00 | 66.83% |
| 73505 | RENT EXPENSE | 5,407.50 | 64,890.00 | 100.00% | 0.00 | 64,890.00 | 0.00% |
| 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% |
| | Total LIBRARY OPERATIONS | 26,314.08 | 251,682.24 | 67.56% | 120,864.76 | 372,547.00 | 32.44% |

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 6/1/2022 Through 6/30/2022

| | | Month Activity | Year Activity | FY2122 Percent Used | FY2122 \$ Remaining | Total Budget - FY2122 Working Budget | FY2122 Percent Remaining |
|-------|-----------------------------------|----------------|---------------|------------------------|------------------------|--|-----------------------------|
| 52 | PUBLIC RELATIONS | | | | | | |
| 0 | District Wide | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 70800 | POSTAGE | 0.00 | 8,265.00 | 82.65% | 1,735.00 | 10,000.00 | 17.35% |
| 70900 | SUPPLIES | (143.46) | 5,672.81 | 69.18% | 2,527.19 | 8,200.00 | 30.81% |
| 73010 | NEWSLETTER | 6,274.00 | 22,223.00 | 111.11% | (2,223.00) | 20,000.00 | (11.11)% |
| 73020 | OUTSIDE PRINTING | 0.00 | 523.64 | 17.45% | 2,476.36 | 3,000.00 | 82.54% |
| 73290 | HOSPITALITY | 0.00 | 100.00 | 50.00% | 100.00 | 200.00 | 50.00% |
| | Total PUBLIC RELATIONS | 6,130.54 | 36,784.45 | 88.85% | 4,615.55 | 41,400.00 | 11.15% |
| 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 | 0.00 | 750.00 | 25.00% | 2,250.00 | 3,000.00 | 75.00% |
| 73151 | SUMMER READING | 6,929.43 | 18,429.98 | 115.18% | (2,429.98) | 16,000.00 | (15.18)% |
| 73152 | WINTER READING | 0.00 | 3,179.47 | 105.98% | (179.47) | 3,000.00 | (5.98)% |
| 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 | 1,042.05 | 6,048.54 | 163.47% | (2,348.54) | 3,700.00 | (63.47)% |
| 73150 | PERFORMERS | 0.00 | 650.00 | 65.00% | 350.00 | 1,000.00 | 35.00% |
| 15 | TEEN | | | | | | |
| 70900 | SUPPLIES | 268.34 | 1,663.87 | 110.92% | (163.87) | 1,500.00 | (10.92)% |
| 20 | YOUTH SERVICES | | | | | | |
| 70900 | SUPPLIES | 2,739.99 | 12,025.23 | 92.50% | 974.77 | 13,000.00 | 7.49% |
| 73150 | PERFORMERS | 300.00 | 2,305.00 | 92.20% | 195.00 | 2,500.00 | 7.80% |
| 2 | Randall Oaks | | | | | | |
| 80 | RANDALL OAKS | | | | | | |
| 70900 | SUPPLIES | 126.64 | 1,512.39 | 100.82% | (12.39) | 1,500.00 | (0.82)% |
| | Total GENERAL PROGRAMMING | 11,406.45 | 47,264.48 | 99.71% | 135.52 | 47,400.00 | 0.29% |
| 54 | COMPUTER | | | | | | |
| 0 | District Wide | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 70900 | SUPPLIES | 625.35 | 2,527.05 | 70.39% | 1,062.95 | 3,590.00 | 29.60% |
| 73300 | COMPUTER EQUIPMENT | 0.00 | 269.99 | 0.00% | (269.99) | 0.00 | 0.00% |
| 73320 | CCS SHARED COST | 0.00 | 60,893.36 | 100.31% | (193.36) | 60,700.00 | (0.31)% |
| 73330 | CONSULTING - COMPUTER SERVICES | 0.00 | 0.00 | 0.00% | 15,000.00 | 15,000.00 | 100.00% |
| 73340 | SOFTWARE | 0.00 | 11,108.75 | 40.76% | 16,141.25 | 27,250.00 | 59.23% |

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 6/1/2022 Through 6/30/2022

| | | Month Activity | Year Activity | FY2122 Percent Used | FY2122 \$ Remaining | Total Budget - FY2122 Working Budget | FY2122 Percent Remaining |
|-------|-------------------------------------|----------------|---------------|------------------------|------------------------|--|-----------------------------|
| 73350 | INTERNET LINES | 1,183.99 | 9,078.53 | 0.00% | (9,078.53) | 0.00 | 0.00% |
| 1 | Dundee Library | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73350 | INTERNET LINES | 75.00 | 2,283.07 | 95.12% | 116.93 | 2,400.00 | 4.87% |
| 2 | Randall Oaks | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73350 | INTERNET LINES | 210.89 | 2,360.67 | 98.36% | 39.33 | 2,400.00 | 1.63% |
| | Total COMPUTER | 2,095.23 | 88,521.42 | 79.51% | 22,818.58 | 111,340.00 | 20.49% |
| 55 | PROFESSIONAL FEES | | | | | | |
| 0 | District Wide | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73246 | PAYROLL SERVICE | 899.90 | 10,721.26 | 107.21% | (721.26) | 10,000.00 | (7.21)% |
| 73410 | LEGAL FEES | 0.00 | 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 | 899.90 | 24,406.26 | 69.63% | 10,643.74 | 35,050.00 | 30.37% |
| 61 | MAINTENANCE | | | | | | |
| 0 | District Wide | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73301 | COMPUTER MAINT | 0.00 | 15,189.38 | 102.90% | (429.38) | 14,760.00 | (2.90)% |
| 73310 | CATALOGING - COMPUTER SERVICE | 0.00 | 7,740.32 | 101.18% | (90.32) | 7,650.00 | (1.18)% |
| 73530 | EQUIPMENT MAINT | 0.00 | 520.00 | 52.00% | 480.00 | 1,000.00 | 48.00% |
| 73640 | FUEL | 0.00 | 1,288.53 | 64.42% | 711.47 | 2,000.00 | 35.57% |
| 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 | 4,312.00 | 13,995.37 | 51.83% | 13,004.63 | 27,000.00 | 48.16% |
| 73520 | PLANT OPERATION | 0.00 | 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 | 1,563.92 | 45,751.49 | 91.50% | 4,248.51 | 50,000.00 | 8.49% |
| 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% |
| | Total MAINTENANCE | 5,875.92 | 125,713.09 | 85.80% | 20,802.91 | 146,516.00 | 14.20% |

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
 10 - GENERAL/CORPORATE
 From 6/1/2022 Through 6/30/2022

| | | <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> |
|-------|--|-----------------------|----------------------|----------------------------|----------------------------|---|---------------------------------|
| 65 | UTILITIES | | | | | | |
| 0 | District Wide | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73200 | TELEPHONE & FAX | 126.27 | 1,599.82 | 133.31% | (399.82) | 1,200.00 | (33.31)% |
| 1 | Dundee Library | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73200 | TELEPHONE & FAX | 1,059.10 | 11,072.28 | 94.63% | 627.72 | 11,700.00 | 5.36% |
| 73610 | ELECTRICITY | 9,256.84 | 49,373.83 | 109.71% | (4,373.83) | 45,000.00 | (9.71)% |
| 73620 | WATER AND SEWER | 468.00 | 2,628.37 | 52.56% | 2,371.63 | 5,000.00 | 47.43% |
| 73630 | GAS | 235.06 | 5,447.11 | 108.94% | (447.11) | 5,000.00 | (8.94)% |
| 2 | Randall Oaks | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73200 | TELEPHONE & FAX | 88.22 | 1,066.28 | 88.85% | 133.72 | 1,200.00 | 11.14% |
| | Total UTILITIES | <u>11,233.49</u> | <u>71,187.69</u> | <u>103.02%</u> | <u>(2,087.69)</u> | <u>69,100.00</u> | <u>(3.02)%</u> |
| 70 | CAPITAL EXPENSE | | | | | | |
| 0 | District Wide | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73270 | FURNITURE & EQUIP | 207.65 | 9,563.00 | 83.15% | 1,937.00 | 11,500.00 | 16.84% |
| 73300 | COMPUTER EQUIPMENT | 0.00 | 5,662.55 | 41.79% | 7,887.45 | 13,550.00 | 58.20% |
| 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 | <u>207.65</u> | <u>16,068.52</u> | <u>61.68%</u> | <u>9,981.48</u> | <u>26,050.00</u> | <u>38.32%</u> |
| | Total Expenditures | <u>342,747.05</u> | <u>3,444,486.33</u> | <u>91.81%</u> | <u>307,225.67</u> | <u>3,751,712.00</u> | <u>8.19%</u> |
| | Net Increase(Decrease) in Fund Balance | <u>(329,659.79)</u> | <u>598,028.48</u> | <u>195.87%</u> | <u>(292,724.22)</u> | <u>305,304.26</u> | <u>(95.87)%</u> |

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 6/1/2022 Through 6/30/2022

| | | 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 | 5,901.54 | 50,186.99 | 125.46% | (10,186.99) | 40,000.00 | (25.46)% |
| | Total REVENUES | <u>5,901.54</u> | <u>50,186.99</u> | <u>125.47%</u> | <u>(10,186.99)</u> | <u>40,000.00</u> | <u>(25.47)%</u> |
| | Total Revenues | <u>5,901.54</u> | <u>50,186.99</u> | <u>125.47%</u> | <u>(10,186.99)</u> | <u>40,000.00</u> | <u>(25.47)%</u> |
| | 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 | <u>0.00</u> | <u>20,456.00</u> | <u>31.23%</u> | <u>45,044.00</u> | <u>65,500.00</u> | <u>68.77%</u> |
| 61 | MAINTENANCE | | | | | | |
| 1 | Dundee Library | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73500 | BUILDING REPAIRS AND MAINTENANCE | 43,900.00 | 126,543.00 | 19.17% | 533,457.00 | 660,000.00 | 80.82% |
| | Total MAINTENANCE | <u>43,900.00</u> | <u>126,543.00</u> | <u>19.17%</u> | <u>533,457.00</u> | <u>660,000.00</u> | <u>80.83%</u> |
| 70 | CAPITAL EXPENSE | | | | | | |
| 0 | District Wide | | | | | | |
| 00 | DEPARTMENT-WIDE | | | | | | |
| 73270 | FURNITURE & EQUIP | 6,112.71 | 6,777.85 | 19.36% | 28,222.15 | 35,000.00 | 80.63% |
| 73430 | OTHER PROF FEES | 9,740.00 | 23,052.00 | 16.46% | 116,948.00 | 140,000.00 | 83.53% |
| 73500 | BUILDING REPAIRS AND MAINTENANCE | 0.00 | 0.00 | 0.00% | 114,854.00 | 114,854.00 | 100.00% |
| | Total CAPITAL EXPENSE | <u>15,852.71</u> | <u>29,829.85</u> | <u>10.29%</u> | <u>260,024.15</u> | <u>289,854.00</u> | <u>89.71%</u> |
| | Total Expenditures | <u>59,752.71</u> | <u>176,828.85</u> | <u>17.42%</u> | <u>838,525.15</u> | <u>1,015,354.00</u> | <u>82.58%</u> |
| | Net Increase(Decrease) in Fund Balance | <u>(53,851.17)</u> | <u>(126,641.86)</u> | <u>12.98%</u> | <u>(848,712.14)</u> | <u>(975,354.00)</u> | <u>87.01%</u> |

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
80 - WORKING CASH
From 6/1/2022 Through 6/30/2022

| | <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 | 540.34 | 4,245.13 | 188.67% | (1,995.13) | 2,250.00 | (88.67)% |
| Total REVENUES | <u>540.34</u> | <u>4,245.13</u> | <u>188.67%</u> | <u>(1,995.13)</u> | <u>2,250.00</u> | <u>(88.67)%</u> |
| Total Revenues | <u>540.34</u> | <u>4,245.13</u> | <u>188.67%</u> | <u>(1,995.13)</u> | <u>2,250.00</u> | <u>(88.67)%</u> |
| Net Increase(Decrease) in Fund Balance | <u>540.34</u> | <u>4,245.13</u> | <u>188.67%</u> | <u>(1,995.13)</u> | <u>2,250.00</u> | <u>(88.67)%</u> |

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2122 - Unposted Transactions Included In Report
90 - DONATION / GIFT
From 6/1/2022 Through 6/30/2022

| | <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 | 871.50 | 6,846.87 | 114.11% | (846.87) | 6,000.00 | (14.11)% |
| 49010 MONETARY GIFT | <u>4,100.00</u> | <u>4,350.00</u> | <u>87.00%</u> | <u>650.00</u> | <u>5,000.00</u> | <u>13.00%</u> |
| Total REVENUES | <u>4,971.50</u> | <u>11,196.87</u> | <u>101.79%</u> | <u>(196.87)</u> | <u>11,000.00</u> | <u>(1.79)%</u> |
| Total Revenues | <u>4,971.50</u> | <u>11,196.87</u> | <u>101.79%</u> | <u>(196.87)</u> | <u>11,000.00</u> | <u>(1.79)%</u> |
| Net Increase(Decrease) in Fund Balance | <u><u>4,971.50</u></u> | <u><u>11,196.87</u></u> | <u><u>101.78%</u></u> | <u><u>(196.87)</u></u> | <u><u>11,000.00</u></u> | <u><u>(1.78)%</u></u> |

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - Budget v Actual Revenues FY2122
From 6/1/2022 Through 6/30/2022

| | 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 | 142,458.69 | 356.14% | 40,000.00 | (102,458.69) | (256.14)% |
| 43500 | IMPACT FEES | 0.00 | 40,937.31 | 0.00% | 0.00 | (40,937.31) | 0.00% |
| 44010 | INT & DIV INCOME | 10,901.65 | 71,048.64 | 135.97% | 52,250.00 | (18,798.64) | (35.97)% |
| 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 | 400.00 | 15,393.69 | 10.12% | 152,000.00 | 136,606.31 | 89.87% |
| 46020 | FINES & FEES | 0.00 | 8.00 | 0.00% | 0.00 | (8.00) | 0.00% |
| 46030 | LOST & DAMAGED | 505.79 | 6,605.37 | 132.10% | 5,000.00 | (1,605.37) | (32.10)% |
| 46200 | PRINT/COPY REVENUE | 544.70 | 4,254.29 | 30.38% | 14,000.00 | 9,745.71 | 69.61% |
| 46250 | LICENSE PLATE RENEWAL INCOME | 7,747.00 | 79,706.00 | 77.23% | 103,205.00 | 23,499.00 | 22.76% |
| 46300 | TAXABLE SALES (USB, DVD, EARBUDS) | 7.50 | 33.00 | 8.25% | 400.00 | 367.00 | 91.75% |
| 46400 | MISCELLANEOUS INCOME | 0.00 | 710.90 | 710.90% | 100.00 | (610.90) | (610.90)% |
| 46450 | REIMBURSEMENTS | 200.00 | 205.48 | 3.16% | 6,500.00 | 6,294.52 | 96.83% |
| 46600 | RETIRED EMPLOYEE REIMBURSEMENTS | 94.00 | 3,471.00 | 69.42% | 5,000.00 | 1,529.00 | 30.58% |
| 49010 | MONETARY GIFT | 4,100.00 | 4,350.00 | 87.00% | 5,000.00 | 650.00 | 13.00% |
| | Total Revenues | 24,500.64 | 4,108,143.80 | 99.95% | 4,110,266.26 | 2,122.46 | 0.05% |
| | Net Increase(Decrease) in Fund Balance | 24,500.64 | 4,108,143.80 | 99.94% | 4,110,266.26 | 2,122.46 | 0.05% |

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

| | <u>7/1/2021 - 7/31/2021</u> | <u>8/1/2021 - 8/31/2021</u> | <u>9/1/2021 - 9/30/2021</u> | <u>10/1/2021 - 10/31/2021</u> | <u>11/1/2021 - 11/30/2021</u> | <u>12/1/2021 - 12/31/2021</u> | <u>1/1/2022 - 1/31/2022</u> | <u>2/1/2022 - 2/28/2022</u> | <u>3/1/2022 - 3/31/2022</u> | <u>4/1/2022 - 4/30/2022</u> | <u>5/1/2022 - 5/31/2022</u> | <u>6/1/2022 - 6/30/2022</u> | 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 | 22,197.65 | 0.00 | 61,376.56 | 0.00 | 142,458.69 |
| IMPACT FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,485.85 | 0.00 | 0.00 | 32,451.46 | 0.00 | 40,937.31 |
| 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 | 2,775.97 | 6,548.10 | 8,513.70 | 10,901.65 | 71,048.64 |
| 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 | 8,307.47 | 400.00 | 15,393.69 |
| 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 | 949.40 | 513.03 | 244.91 | 337.40 | 571.79 | 939.25 | 476.94 | 505.79 | 6,605.37 |
| PRINT/COPY REVENUE | 283.80 | 321.30 | 311.00 | 365.29 | 258.20 | 213.95 | 310.90 | 258.20 | 589.60 | 319.50 | 477.85 | 544.70 | 4,254.29 |
| 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 | 8,631.50 | 6,295.50 | 6,793.00 | 7,747.00 | 79,706.00 |
| TAXABLE SALES (USB, DVD, EARBUDS) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12.00 | 9.00 | 4.50 | 7.50 | 33.00 |
| MISCELLANEOUS INCOME | 223.28 | 30.78 | 0.00 | 136.84 | 21.44 | 0.00 | 0.50 | 189.66 | 80.90 | 0.00 | 27.50 | 0.00 | 710.90 |
| REIMBURSEMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5.48 | 0.00 | 200.00 | 205.48 |
| RETIRED EMPLOYEE REIMBURSEMENTS | 875.00 | 875.00 | 875.00 | 0.00 | 0.00 | 282.00 | 94.00 | 94.00 | 94.00 | 94.00 | 94.00 | 94.00 | 3,471.00 |
| MONETARY GIFT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 4,100.00 | 4,350.00 |
| 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>34,953.41</u> | <u>14,210.83</u> | <u>118,772.98</u> | <u>24,500.64</u> | 4,108,143.80 |
| 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>34,953.41</u> | <u>14,210.83</u> | <u>118,772.98</u> | <u>24,500.64</u> | 4,108,143.80 |

Fox River Valley Public Library District
 Expenditure Summary - All Funds Combined - Budget V Actual Expenditures FY2122
 From 6/1/2022 Through 6/30/2022

| | Month Activity | Year Activity | FY2122 Percent Used | Total Budget - FY2122 Working Budget | FY2122 \$ Remainings | FY2122 Percent Remaining |
|--------------|--|----------------|------------------------|--|-------------------------|-----------------------------|
| Expenditures | | | | | | |
| 15 | Personnel Expenses | | | | | |
| 15 | 253,346.83 | 2,410,755.34 | 96.68% | 2,493,396.00 | 82,640.66 | 3.31% |
| | PERSONNEL SERVICES/BENEFITS | | | | | |
| | 253,346.83 | 2,410,755.34 | 96.69% | 2,493,396.00 | 82,640.66 | 3.31% |
| 20 | Library Materials | | | | | |
| 20 | 25,236.96 | 372,102.84 | 90.99% | 408,913.00 | 36,810.16 | 9.00% |
| | LIBRARY MATERIALS | | | | | |
| | 25,236.96 | 372,102.84 | 91.00% | 408,913.00 | 36,810.16 | 9.00% |
| 50 | Operating Expenses | | | | | |
| 51 | 26,329.50 | 251,697.66 | 67.56% | 372,547.00 | 120,849.34 | 32.43% |
| 52 | 6,130.54 | 36,784.45 | 88.85% | 41,400.00 | 4,615.55 | 11.14% |
| 53 | 11,406.45 | 47,264.48 | 99.71% | 47,400.00 | 135.52 | 0.28% |
| 54 | 2,095.23 | 108,977.42 | 61.62% | 176,840.00 | 67,862.58 | 38.37% |
| 55 | 899.90 | 24,406.26 | 69.63% | 35,050.00 | 10,643.74 | 30.36% |
| | PROFESSIONAL FEES | | | | | |
| | 46,861.62 | 469,130.27 | 69.68% | 673,237.00 | 204,106.73 | 30.32% |
| 60 | Building Expenses | | | | | |
| 61 | 49,775.92 | 252,256.09 | 31.27% | 806,516.00 | 554,259.91 | 68.72% |
| 65 | 11,233.49 | 71,187.69 | 103.02% | 69,100.00 | (2,087.69) | (3.02)% |
| | UTILITIES | | | | | |
| | 61,009.41 | 323,443.78 | 36.94% | 875,616.00 | 552,172.22 | 63.06% |
| 70 | Capital Expense | | | | | |
| 70 | 16,060.36 | 45,898.37 | 14.52% | 315,904.00 | 270,005.63 | 85.47% |
| | CAPITAL EXPENSE | | | | | |
| | 16,060.36 | 45,898.37 | 14.53% | 315,904.00 | 270,005.63 | 85.47% |
| | Total Capital Expense | | | | | |
| | 402,515.18 | 3,621,330.60 | 75.97% | 4,767,066.00 | 1,145,735.40 | 24.03% |
| | Total Expenditures | | | | | |
| | (402,515.18) | (3,621,330.60) | 75.96% | (4,767,066.00) | (1,145,735.40) | 24.03% |
| | 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 6/1/2022 Through 6/30/2022

| | | Month Activity | Year Activity | FY2122 Percent Used | Total Budget - FY2122 Working Budget | FY2122 \$ Remaining | FY2122 Percent Remaining |
|----|---|----------------|----------------|------------------------|--|------------------------|-----------------------------|
| | Expenditures | | | | | | |
| 0 | District Wide | | | | | | |
| 15 | Personnel Expenses | 130,305.56 | 1,233,788.38 | 97.72% | 1,262,487.00 | 28,698.62 | 2.27% |
| 20 | Library Materials | 4,827.76 | 162,730.29 | 89.55% | 181,713.00 | 18,982.71 | 10.44% |
| 50 | Operating Expenses | 27,797.53 | 348,163.91 | 65.19% | 534,008.00 | 185,844.09 | 34.80% |
| 60 | Building Expenses | 126.27 | 26,338.05 | 95.39% | 27,610.00 | 1,271.95 | 4.60% |
| 70 | Capital Expense | 16,060.36 | 45,055.40 | 14.30% | 314,904.00 | 269,848.60 | 85.69% |
| | Total District Wide | 179,117.48 | 1,816,076.03 | 78.25% | 2,320,722.00 | 504,645.97 | 21.75% |
| 1 | Dundee Library | | | | | | |
| 15 | Personnel Expenses | 100,153.18 | 982,807.03 | 94.28% | 1,042,392.00 | 59,584.97 | 5.71% |
| 20 | Library Materials | 15,544.85 | 160,359.05 | 88.74% | 180,700.00 | 20,340.95 | 11.25% |
| 50 | Operating Expenses | 13,226.71 | 51,539.96 | 77.09% | 66,849.00 | 15,309.04 | 22.90% |
| 60 | Building Expenses | 60,794.92 | 280,468.45 | 33.77% | 830,435.00 | 549,966.55 | 66.22% |
| 70 | Capital Expense | 0.00 | 842.97 | 84.29% | 1,000.00 | 157.03 | 15.70% |
| | Total Dundee Library | 189,719.66 | 1,476,017.46 | 69.58% | 2,121,376.00 | 645,358.54 | 30.42% |
| 2 | Randall Oaks | | | | | | |
| 15 | Personnel Expenses | 22,888.09 | 194,159.93 | 102.99% | 188,517.00 | (5,642.93) | (2.99)% |
| 20 | Library Materials | 4,864.35 | 49,013.50 | 105.40% | 46,500.00 | (2,513.50) | (5.40)% |
| 50 | Operating Expenses | 5,837.38 | 69,426.40 | 95.91% | 72,380.00 | 2,953.60 | 4.08% |
| 60 | Building Expenses | 88.22 | 16,637.28 | 94.68% | 17,571.00 | 933.72 | 5.31% |
| | Total Randall Oaks | 33,678.04 | 329,237.11 | 101.31% | 324,968.00 | (4,269.11) | (1.31)% |
| | Total Expenditures | 402,515.18 | 3,621,330.60 | 75.97% | 4,767,066.00 | 1,145,735.40 | 24.03% |
| | Net Increase(Decrease) in Fund Balance | (402,515.18) | (3,621,330.60) | 75.96% | (4,767,066.00) | (1,145,735.40) | 24.03% |

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

| | <u>7/1/2021 - 7/31/2021</u> | <u>8/1/2021 - 8/31/2021</u> | <u>9/1/2021 - 9/30/2021</u> | <u>10/1/2021 - 10/31/2021</u> | <u>11/1/2021 - 11/30/2021</u> | <u>12/1/2021 - 12/31/2021</u> | <u>1/1/2022 - 1/31/2022</u> | <u>2/1/2022 - 2/28/2022</u> | <u>3/1/2022 - 3/31/2022</u> | <u>4/1/2022 - 4/30/2022</u> | <u>5/1/2022 - 5/31/2022</u> | <u>6/1/2022 - 6/30/2022</u> | 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 | 182,148.14 | 179,947.41 | 172,415.88 | 253,346.83 | 2,410,755.34 |
| 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 | 19,561.66 | 22,133.49 | 17,430.19 | 19,951.27 | 25,236.96 | 372,102.84 |
| 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 | 18,241.93 | 22,795.07 | 16,318.40 | 26,329.50 | 251,697.66 |
| PUBLIC RELATIONS | 2,248.05 | 5,405.54 | 1,645.83 | 2,000.00 | 48.20 | 5,297.44 | 2,000.00 | 121.63 | 7,197.49 | 2,710.52 | 1,979.21 | 6,130.54 | 36,784.45 |
| 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 | 2,825.24 | 11,054.37 | 819.40 | 11,406.45 | 47,264.48 |
| COMPUTER | 16,494.42 | 4,646.31 | 4,338.97 | 36,619.47 | 1,397.79 | 1,470.27 | 19,626.93 | 842.23 | 3,127.95 | 17,104.56 | 1,213.29 | 2,095.23 | 108,977.42 |
| 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 | 791.74 | 756.82 | 890.18 | 899.90 | 24,406.26 |
| 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 | 10,678.04 | 92,285.59 | 782.49 | 49,775.92 | 252,256.09 |
| 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 | 6,157.27 | 5,528.92 | 1,581.21 | 11,233.49 | 71,187.69 |
| Capital Expense | | | | | | | | | | | | | |
| CAPITAL EXPENSE | 246.50 | 109.95 | 814.98 | 6,619.72 | 283.44 | 0.00 | 23.62 | 575.56 | 516.96 | 19,497.00 | 1,150.28 | 16,060.36 | 45,898.37 |
| 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>247,625.45</u> | <u>253,818.25</u> | <u>369,110.45</u> | <u>217,101.61</u> | <u>402,515.18</u> | 3,621,330.60 |
| 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>(247,625.45)</u> | <u>(253,818.25)</u> | <u>(369,110.45)</u> | <u>(217,101.61)</u> | <u>(402,515.18)</u> | (3,621,330.60) |

Fox River Valley Public Library District

Balance Sheet
As of 6/30/2022

| | | <u>Current Year</u> |
|------------------------------|---------------------------------------|-----------------------------|
| Assets | | |
| Cash and Investments | | |
| Checking Accounts | | |
| 10100 | BANK ACCOUNTS | |
| 10 | GENERAL/CORPORATE | 4,453,838.74 |
| 20 | FICA | (21.00) |
| 30 | IMRF | 21.88 |
| 70 | CAPITAL PROJECTS/SPECIAL RESERVE | 2,257,514.17 |
| 90 | DONATION / GIFT | <u>4,350.00</u> |
| | Total Checking Accounts | 6,715,703.79 |
| 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 | 1,714,004.85 |
| 80 | WORKING CASH | 166,559.56 |
| 90 | DONATION / GIFT | <u>268,641.38</u> |
| | Total Investments | <u>2,149,205.79</u> |
| | Total Cash and Investments | 8,865,347.08 |
| Other Assets | | |
| 13000 | PREPAID RENT | |
| 10 | GENERAL/CORPORATE | 5,407.50 |
| 13100 | PREPAID INSURANCE | |
| 10 | GENERAL/CORPORATE | 35,041.00 |
| 13200 | PREPAID EXPENSE | |
| 10 | GENERAL/CORPORATE | 17,261.24 |
| 14000 | ACCOUNTS RECEIVABLE | |
| 10 | GENERAL/CORPORATE | 5,078.33 |
| 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>1,970,783.17</u> |
| | Total Assets | <u><u>10,836,130.25</u></u> |
| Liabilities and Fund Balance | | |
| Liabilities | | |
| 20000 | ACCOUNTS PAYABLE | |
| 10 | GENERAL/CORPORATE | 34,529.22 |
| 21000 | ACCRUED PAYROLL | |
| 10 | GENERAL/CORPORATE | 19,501.00 |
| 22055 | CREDIT CARD PAYABLE NELSON | |
| 10 | GENERAL/CORPORATE | 237.35 |
| 22068 | CREDIT CARD PAYABLE ZABSKI | |
| 10 | GENERAL/CORPORATE | (230.00) |
| 22070 | CREDIT CARD PAYABLE LORENZETTI | |
| 10 | GENERAL/CORPORATE | (47.56) |
| 22084 | CREDIT CARD PAYABLE SABALA | |
| 10 | GENERAL/CORPORATE | (20.00) |
| 22200 | I.M.R.F. /I.M.R.F. VOLUNTARY WITHHELD | |
| 10 | GENERAL/CORPORATE | 3,197.95 |
| 22400 | MEDICAL INSURANCE WITHHOLDING | |
| 10 | GENERAL/CORPORATE | 994.53 |

Fox River Valley Public Library District

Balance Sheet
As of 6/30/2022

| | | <u>Current Year</u> |
|-------|------------------------------------|-----------------------------|
| 22401 | DENTAL INSURANCE WITHHOLDING | |
| 10 | GENERAL/CORPORATE | 143.14 |
| 22500 | STAFF REIMBURSEMENTS PAYABLE | |
| 10 | GENERAL/CORPORATE | 79.85 |
| 27900 | DEFERRED TAXES | |
| 10 | GENERAL/CORPORATE | <u>3,733,993.54</u> |
| | Total Liabilities | 3,792,379.02 |
| | Fund Balance | |
| 10 | GENERAL/CORPORATE | 2,519,504.39 |
| 20 | FICA | (21.00) |
| 30 | IMRF | 21.88 |
| 70 | CAPITAL PROJECTS/SPECIAL RESERVE | 4,026,141.02 |
| 80 | WORKING CASH | 170,491.56 |
| 90 | DONATION / GIFT | <u>327,613.38</u> |
| | Total Fund Balance | <u>7,043,751.23</u> |
| | Total Liabilities and Fund Balance | <u><u>10,836,130.25</u></u> |



Investment Inventory Month End
FR Valley Investment Holdings (104089)
06/30/2022

| Description | Purchase/Settle Date | Maturity Date | Next Call Date | Current Face Value | Coupon Rate | Purchase Yield | CUSIP | Market Value |
|--|----------------------|-------------------|----------------|---------------------|--------------|----------------|-----------|---------------------|
| MMDA12 | --- | 06/30/2022 | --- | 0.00 | 0.000 | --- | MMDA12 | 10,377.65 |
| RIO RANCHO N MEX PUB SCH DIST NO 94 | 05/21/2020 | 08/01/2022 | --- | 25,000.00 | 4.000 | 0.956 | 767171QB0 | 25,049.95 |
| NEW YORK N Y | 05/21/2020 | 08/01/2022 | --- | 10,000.00 | 5.000 | 1.096 | 64966MNX3 | 10,027.68 |
| Goldman Sachs Bank USA | 10/09/2019 | 10/11/2022 | --- | 200,000.00 | 1.900 | 1.932 | 38149MHE6 | 200,030.80 |
| ILLINOIS ST | 02/22/2021 | 11/01/2022 | --- | 200,000.00 | 5.000 | 0.516 | 452152P62 | 201,812.60 |
| LA SALLE CNTY ILL SCH DIST NO 141 OTTAWA | 03/10/2021 | 12/01/2022 | --- | 105,000.00 | 0.350 | 0.342 | 504588GD0 | 104,084.61 |
| CHICAGO ILL BRD ED | 02/22/2021 | 12/01/2022 | --- | 100,000.00 | 5.000 | 0.631 | 167505XU5 | 100,868.60 |
| Morgan Stanley Private Bank, National Association | 12/05/2019 | 12/05/2022 | --- | 100,000.00 | 1.850 | 1.862 | 61760A3U1 | 99,925.60 |
| 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 | 25,430.78 |
| WILL & KENDALL CNTYS ILL CMNTY CONS SCH DIST NO 20 | 05/21/2020 | 01/01/2023 | --- | 35,000.00 | 4.000 | 1.063 | 968648C78 | 35,433.20 |
| BROOKLYN CENTER MINN INDPT SCH DIST NO 286 | 05/21/2020 | 02/01/2023 | --- | 20,000.00 | 5.000 | 0.965 | 113853LD5 | 20,385.78 |
| Sallie Mae Bank | 02/05/2020 | 02/06/2023 | --- | 123,000.00 | 1.800 | 1.834 | 7954506E0 | 122,679.22 |
| Raymond James Bank | 02/14/2020 | 02/14/2023 | --- | 137,000.00 | 1.700 | 1.720 | 75472RAX9 | 136,520.77 |
| NEW BRITAIN CONN | 05/21/2020 | 03/01/2023 | 03/01/2023 | 5,000.00 | 5.000 | 1.398 | 6427137M7 | 5,109.44 |
| Citibank, N.A. | 04/02/2019 | 04/03/2023 | --- | 82,000.00 | 2.750 | 2.772 | 17312Q3R8 | 82,185.57 |
| Morgan Stanley Private Bank, National Association | 04/11/2019 | 04/11/2023 | --- | 150,000.00 | 2.700 | 2.724 | 61760AYK9 | 150,246.90 |
| UNITED STATES TREASURY | 03/23/2022 | 09/30/2023 | --- | 105,000.00 | 2.875 | 2.001 | 9128285D8 | 104,950.76 |
| WAUKEGAN ILL | 07/21/2020 | 12/30/2023 | --- | 190,000.00 | 3.543 | 0.898 | 942860QM2 | 190,293.74 |
| American Express Bank, FSB | 03/02/2022 | 03/04/2024 | --- | 179,000.00 | 1.600 | 1.621 | 02589ABL5 | 174,455.19 |
| UNITED STATES TREASURY | 05/11/2022 | 05/15/2024 | --- | 220,000.00 | 0.250 | 2.626 | 91282CCC3 | 209,266.42 |
| --- | --- | 05/18/2023 | --- | 2,011,000.00 | 2.508 | 1.615 | --- | 2,009,135.24 |

C.1 Ordinance 2022-04 Tentative Budget and Appropriation

RECOMMENDED **MOTION**: I move to Approve Ordinance 2022-04 Tentative Budget and Appropriation in the amount of \$6,390,821 for Fiscal Year 2022-2023 as presented.

BACKGROUND INFORMATION:

Following the Board's approval of the FY2223 Working Budget in June, the next step on the fiscal calendar is approval of the FY2223 B&A.

In compliance with Illinois Budget Law, 50 ILCS 330/1 et. Seq., as amended, as well as Illinois Public Library District Act 75 ILCS 16/30-85, all Illinois municipal corporations are required to adopt an Annual Budget and Appropriation Ordinance (B&A) by the end of the first quarter of the fiscal year. The B&A outlines the objects and purposes of expenditures and specifies the maximum amount which can be legally expended by the Library in the current Fiscal Year if sufficient funds are available.

A draft of the B&A, known as the Tentative B&A, must be available to the public for a minimum of 30 days prior to the hearing. Following tonight's meeting; the document will be available both on the library's website and on the public notice bulletin board at the Dundee Library.

We appropriate 5% above the working budget for personnel expenses which make up the bulk of our library's budget, and 10% above the working budget for library materials, computer and equipment expenses, and furniture and equipment expenses. For all remaining categories, which relate to the operation of the building, we appropriate 50% above the working budget. Most of the remaining categories are smaller expenses that have less of an impact on the overall budget of the library.

This allows the Library some cushion for expenditures within their buckets. We may decide to spend more on books and less on DVDs, which is permitted within the "Materials" appropriation line item. Snow removal is included in the "Maintenance" appropriation line item, so higher than expected snow removal costs are offset by lower expenditures in other maintenance line items but we remain compliant with the B&A.

Prior to passage of a Final B&A, a public hearing must be held. That hearing is set for Tuesday, September 20, 2022 at 7:00 pm.

The Appropriation will pave the way for the Levy request this fall, which will fund FY23/24 expenditures.

ORDINANCE NO. 2022-04
ANNUAL BUDGET AND APPROPRIATION ORDINANCE
 FOR THE FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT,
 KANE COUNTY, ILLINOIS FOR FISCAL YEAR BEGINNING
 JULY 1, 2022 AND ENDING JUNE 30, 2023

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

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

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

Section 1. That the fiscal year for this FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT ("District") be and the same is fixed and declared to from the first day of July 2022 to the thirtieth day of June 2023.

Section 2. That the following budget containing an estimate of the receipts and of the expenditures there from, be and the same is hereby adopted as the budget of said District for the fiscal year 2022-2023, and shall be in full force and effect from and after its passage and publication as is required by law.

| I. <u>GENERAL CORPORATE FUND</u> | FY2223 Appropriation |
|--|---------------------------------|
| Cash balance at the beginning of fiscal year | \$2,817,609 |
| <u>Estimated Revenues</u> | |
| Property Tax | \$3,828,249 |
| Other Taxes | \$80,000 |
| Grants and Donations | \$120,507 |
| Fine & Fees | \$0 |
| Interest Income | \$12,500 |
| <u>Other Income</u> | <u>\$105,617</u> |
| Total Estimated Revenues | <u>\$4,146,873</u> |
| Total Estimated Funds Available | \$6,914,482 |
| <u>Estimated Expenditures</u> | |
| Personnel Services/Benefits | \$3,073,460 |

| | |
|--|--------------------|
| Library Materials | \$458,071 |
| Operating Expenses | \$921,659 |
| Utilities | \$111,300 |
| Building & Maintenance | \$229,187 |
| <u>Capital Expense</u> | <u>\$80,363</u> |
| <u>Transfer to Special Reserve Fund</u> | <u>\$200,000</u> |
| Total Estimated Expenditures | \$5,074,040 |
| <u>Estimated Cash Balance end of fiscal year</u> | <u>\$1,890,442</u> |
| Amount Appropriated, General Corporate Fund | \$5,074,040 |

II. SPECIAL RESERVE FUND

| | |
|---------------------------------------|-------------|
| Cash Balance beginning of fiscal year | \$4,026,141 |
| Transfer from Corporate Fund | \$200,000 |

Estimated Revenues

| | |
|---------------------------------|-----------------|
| <u>Interest Income</u> | <u>\$45,000</u> |
| <u>Grants</u> | <u>\$0</u> |
| Total Estimated Revenues | <u>\$45,000</u> |
| Total Estimated Funds Available | \$4,274,141 |

Estimated Expenditures

| | |
|--|--------------------|
| Furniture & Equipment | \$52,500 |
| Computer Equipment | \$87,000 |
| Remodeling and Other Professional Fees | \$397,281 |
| <u>Building Repairs</u> | <u>\$780,000</u> |
| Total Estimated Expenditures | <u>\$1,316,781</u> |
| <u>Estimated Cash Balance end of fiscal year</u> | <u>\$2,954,360</u> |
| Amount Appropriated, Special Reserve Fund | \$1,316,781 |

III. FICA FUND

| | |
|---------------------------------------|-----------|
| Cash Balance beginning of fiscal year | \$(21.00) |
|---------------------------------------|-----------|

Estimated Revenues

| | |
|---------------------------------|------------|
| Property Tax | \$0 |
| <u>Interest Income</u> | <u>\$0</u> |
| Total Estimated Revenues | <u>\$0</u> |
| Total Estimated Funds Available | \$(21.00) |

Estimated Expenditures

| | |
|---|------------|
| <u>FICA Payments</u> | <u>\$0</u> |
| Total Estimated Expenditures | <u>\$0</u> |
| <u>Estimated Cash Balance at end of fiscal year</u> | <u>\$0</u> |
| Amount Appropriated, FICA Fund | \$0 |

IV. IMRF FUND

Cash Balance beginning of fiscal year \$21.88

Estimated Revenues

| | |
|---------------------------------|----------------|
| Property Tax | \$0 |
| Interest Income | \$0 |
| Total Estimated Revenues | <u>\$0</u> |
| Total Estimated Funds Available | <u>\$21.88</u> |

Estimated Expenditures

| | |
|--|--------------|
| <u>IMRF Payments</u> | <u>\$0</u> |
| Total Estimated Expenditures | <u>\$0</u> |
| <u>Estimated Cash Balance end of fiscal year</u> | <u>21.88</u> |
| Amount Appropriated, IMRF Fund | \$0 |

RECAPITULATION

| | |
|------------------------|-------------|
| General Corporate Fund | \$5,074,040 |
| Special Reserve Fund | \$1,316,781 |
| FICA Fund | \$0 |
| IMRF Fund | \$0 |
| Total Appropriation | \$6,390,821 |

Section 3. That there is hereby appropriated six million, three hundred and ninety thousand, eight hundred and twenty-one dollars from the taxes to be levied and other sources for the fiscal year, the same to be divided among the several corporate objects and purposes as herein above specified in Section 2 for purposes of the FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT for the fiscal year ending June 30, 2023.

Section 4. That the levy of taxes upon all taxable property within the corporate limits of the District subject to taxation for the year 2022 for the general fund is authorized at applicable statutory rates and the County Clerk of Kane County, Illinois is authorized to extend taxes upon such property at such rate.

Section 5. Appropriations for all audit expenses, all liability insurance expenses, and

all building and maintenance expenses are included in the appropriations for the General Corporate Fund and / or Special Reserve Fund.

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

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

Section 8. That the several amounts set opposite the several objects and purposes hereinabove set forth under the estimated expenditures for said District for the operation of the Library is hereby appropriated for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

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

PASSED by the Board of Library Trustees of the FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT this 20th day of September 2022, pursuant to roll call vote as follows:

| | |
|------------|-------|
| AYES | _____ |
| NAYS | _____ |
| ABSENT | _____ |
| NOT VOTING | _____ |

APPROVED:

 Kristina Weber, Ph.D., President
 Board of Library Trustees
 FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT
 KANE COUNTY, ILLINOIS

Attest:

 Christine L. Evans, Secretary
 Board of Library Trustees
 FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT
 KANE COUNTY, ILLINOIS

C.2 Library Executive Director's Employment Agreement Renewal

RECOMMENDED **ACTION**: I move to approve renewal of the Library Executive Director's Employment Agreement effective August 31, 2022 until August 31, 2023.

BACKGROUND INFORMATION:

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

C.3 Equipment Maintenance Contract Renewal – Bibliotheca

RECOMMENDED **MOTION**: I move to approve annual Equipment Maintenance Agreements for Bibliotheca/software in an amount not to exceed \$39,000.

BACKGROUND INFORMATION:

The Bibliotheca Service Agreements cover labor, parts and equipment modifications necessary to keep our (6) self-check units and (2) Automated Materials handling (AMH) library automation system operating at peak performance. The agreement also covers service and maintenance on the hardware's accompanying enterprise software, which is necessary for device management and reporting. All the hardware and software are to be renewed by 9/10/2022.

Hardware support has remained consistently excellent, in large part because the servicing technician has remained the same. Bibliotheca is the sole proprietor to these systems, which makes it the sole source of any replacement parts. To change the maintenance vendor would cause delays that would decrease the uptime for this equipment.

The overall renewal package is slightly less than last fiscal year because support for the security gates at Dundee and Randall Oaks Libraries and the corresponding software were eliminated in February 2022. The gates at Dundee were considered to be a patron obstacle in the entry way once the new doors were installed. In addition, the technology did not prevent enough false positive readings which created a barrier to access. Current procedures keep certain items such as video games behind the counter to prevent theft.

C.4 Laptop Purchase

RECOMMENDED **MOTION**: Authorize Director to purchase 17 laptops from SHI International Ltd. in an amount not to exceed \$11,135.00.

BACKGROUND INFORMATION:

The library needs to replace the 13 existing laptops used in patron classes, which were purchased in 2019. The new laptops will be more powerful with a faster processor and more RAM, giving them the ability to serve various functions in the next few years.

The old patron class laptops will be repurposed to meet the high demand of the very popular laptop checkout program. The current laptop checkout program contains laptops purchased in 2016 and is the primary reason for this part of the purchase.

Additionally, 4 new laptops will replace the outreach laptops currently in use for our staff. The old outreach laptops were purchased in 2014.

Quotes were received from two companies, SHI International Ltd. and Gov Connection each with identical specifications of: Windows 10 64-bit, 256 GB SSD NVMe, 16 GB RAM, i5 11th gen processor and **1 year warranty**. The total cost from SHI International was \$11,135.00, from GovConnection was \$11,696.00.

We recommend purchasing laptops from SHI International in the amount of \$11,135.00.