

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

**September 20, 2022
7:00 PM**

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

AGENDA

Call to Order—President Kristina Weber

Pledge of Allegiance

Roll Call – Secretary Christine L. Evans

New Business

Exhibit C.1 Resolution 2022-05 Declare Trustee Vacancy

Nomination and Appointment of Treasurer Pro-Tem

Adjourn to Budget and Appropriation Hearing

Call to Order – President Weber

Roll Call – Secretary 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).

New Business

Exhibit C.2 Resolution 2022-06 Honoring David Nutt

President's Report – President Weber

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

Director's Report—Executive Director Amy Dodson

- **Illinois Public Library Annual Report (IPLAR) Presentation – Director Dodson**
- **Summer Reading Challenge Wrap-up – Randall Oaks Manager Brittany Berger**
- **Department Reports**
- **Dashboard**

A. Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from the July 19, 2022 Board of Trustees Meeting
- A.1.b Minutes from the August 20, 2022 Committee of the Whole Meeting
- A.1.c Check/Voucher Register – AP & Payroll Complete for July 2022 totaling \$432,074.09
- A.1.d Check/Voucher Register – AP & Payroll Complete for August 2022 totaling \$382,180.42
- A.1.e Monthly Financial Report for July 2022
- A.1.f Monthly Financial Report for August 2022
- A.1.g Revenue Summary – All Funds Combined – Budget v Actual Revenues for July 2022
- A.1.h Revenue Summary – All Funds Combined – Budget v Actual Revenues for August 2022
- A.1.i Revenue Summary – All Funds Combined by Period for July and August
- A.1.j Expenditure Summary – All Funds Combined – Budget v Actual Expenses for July 2022
- A.1.k Expenditure Summary – All Funds Combined – Budget v Actual Expenses for August 2022
- A.1.l Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for July 2022
- A.1.m Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for August 2022
- A.1.n Expenditure Summary – All Funds Combined by Period for July and August
- A.1.o Balance Sheet for July 2022
- A.1.p Balance Sheet for August 2022
- A.1.q Ehlers Investment Inventory for July and August 2022

B. Unfinished Business None

C. New Business

- Exhibit C.3 Ordinance 2022-07 Budget and Appropriation
- Exhibit C.4 Parking Lot Repair Contract – Done Rite Sealcoating
- Exhibit C.5 Snow Removal Contract – Valley Enterprises
- Exhibit C.6 Agreement Extension – Imperial Service Systems

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

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

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

New Business

Exhibit C.7 Report of Closed Session Minutes Review and destruction of audio recordings made prior to March 20, 2021

Adjournment

C.1 Resolution 2022-05 to Declare a Library Trustee Vacancy

RECOMMENDED **MOTION**: I move to adopt Resolution 2022-05 to declare a Library Trustee vacancy effective August 19, 2022

BACKGROUND INFORMATION:

75 ILCS 16/1-1 et seq. of the Library District Act requires vacancies to be declared in the office of Trustee by the Library Board. Vacancies shall be filled by appointment by the remaining Trustees until the next regular library election.

RESOLUTION NO. 2022-05

A RESOLUTION TO DECLARE A LIBRARY TRUSTEE VACANCY

WHEREAS, David Nutt previously served as a Library Trustee; and

WHEREAS, Nutt has moved out of the Library District and resigned; and

WHEREAS, the Library District Act of 1991, 75 ILCS 16/1-1 et seq. (the "Act), provides that vacancies in the office of Library Trustee shall be declared by the Library Board; and

WHEREAS, vacancies shall be filled by appointment by the remaining Library Trustees until the next regular library election;

NOW, THEREFORE, BE IT RESOLVED that Library Trustees hereby declare a vacancy in the office of Library Trustee for a term set to expire in 2023.

This Resolution adopted September 20, 2022.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

By: _____
Kristina Weber, Ph.D., President
Board of Library Trustees
Fox River Valley Public Library District

ATTEST:

By: _____
Christine L. Evans, Secretary
Board of Library Trustees
Fox River Valley Public Library District

**Fox River Valley Public Library District
Budget and Appropriation Hearing**

**September 20, 2022
7:00 PM**

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

AGENDA

Call to Order—President Kristina Weber

Roll Call—Secretary Chris Evans

Changes to Ordinance 2022-04 Tentative Budget and Appropriation – Executive Director Amy Dodson

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).

Adjournment

C.2 Resolution 2022-06 Honoring David Nutt

RECOMMENDED **MOTION**: I move to adopt Resolution 2022-06 Honoring David Nutt

BACKGROUND INFORMATION:

Board tradition is to honor outgoing Library Trustees with a resolution detailing their accomplishments, to read that resolution aloud at a meeting, and thereby have said resolution recorded in the Library's Minutes.

RESOLUTION 2022-06
HONORING
DAVID NUTT

Whereas, David Nutt ably served as Trustee of the Fox River Valley Public Library District from June 2019 through August 2022; and

Whereas, David Nutt served as Treasurer of the Library District from May 2021 through August 2022; and

Whereas, David Nutt served as liaison in various roles including Community and Engagement; and

Whereas, David Nutt was instrumental in setting long-range plans for the Library District, including Library expansion, due diligence in exploring options for a permanent west side facility, extension of leased space for a temporary west side facility, renovation planning for the east side facility; and

Whereas, David Nutt worked tirelessly to provide information and support to the Library Board of Trustees in his effort towards full transparency and excellence in record-keeping; and

Whereas, David Nutt advocated for good stewardship of Library District property and service to the community, providing oversight in strategic and long-range planning and hiring of a Library Director; and

Whereas, David Nutt gave oversight to modification of library services and programs to comply with safe opening guidelines during an unprecedented service disruption, which brought home delivery of library materials, license plate renewals, elimination of some late fees, expanded notary public service, and USDA free meal services to the community;

Whereas, David Nutt supported literacy through replenishment of a Little Free Library;

Therefore, be it resolved that in recognition and appreciation of his service to the Fox River Valley Public Library District, the Board of Trustees, on behalf of the residents, staff, and themselves, present David this Resolution; and

Be it further resolved that on this, the 20th day of September, Two Thousand and Twenty Two, this Resolution be presented and that its contents be spread upon the Minutes of this organization.

Kristina Weber, Ph.D., President
Library Board of Trustees

Christine L. Evans, Secretary
Library Board of Trustees

**Fox River Valley Public Library District
Director's Report to the Board of Library Trustees
September 20, 2022 Regular Meeting**

We have been focused on safety and security over the last few months. The new keyless access system was installed at the Dundee Library August 15-17. This has significantly improved security for the library, especially staff-only areas. All employees have access cards that are programmed for each person and the access they need. For example, an access card is required to enter the building (west side), and gain access to offices, workrooms, and the break room. There are 21 access points throughout the building that require an access card. New mechanical locks were also installed as part of this project. The mechanical locks serve as a back-up option for some doors with both electronic and mechanical locks, while other doors have only mechanical locks.

We are working with Serve and Protect, LLC to help us improve safety for library employees. First, a consultant provided Active Threat/Active Shooter training at our All Staff Meeting in August. This firm, owned and operated by former law enforcement officers, is currently conducting a Facility Risk Assessment that will help us improve staff and public safety. The assessment will also be a critical element in planning building renovations and future staff training. They also provide policy review and development, management training, and training exercises for a variety of potential workplace crises. We are considering some of these services for later this year.

On July 25, Jason Katsion and I met with representatives from the District 300 Early Education division. We discussed the programs and services of our respective agencies and began a partnership that will continue to develop. They were very excited about the library's programs and services that will help meet the needs of the students and their families.

I attended the first of four sessions of a Library Directors Roundtable through HR Source on August 2. This quarterly Roundtable series is a forum for participants to share ideas, information, and challenges with other library directors. It is an open discussion about human resources issues, facilitated by the legal staff and HR professionals of HR Source. The remaining sessions will be held in November, February, and May.

On August 16, Dundee Township Park District held a Family Fun Night at Lions Park. I joined our PR staff at the event and enjoyed meeting and talking with families in the community to promote library services.

Kirstin Finneran and I worked at the September 7 Senior Fair at the Rakow Center. It was a fun event, and a great opportunity to meet library patrons, issue a few library cards,

and promote library materials and programs. I met Senator Don DeWitte and thanked him for hosting public office hours at the library.

Miss Illinois visited the Dundee Library on September 12 for a special bilingual storytime. Miss Illinois USA 2022, Angel Reyes, is a Chicago native and only the second Latina in state history to win the title. Miss Reyes shared a story and signed autographs. Kids made their own crowns and sashes, and posed for photos. Chicago's WGN-TV filmed the event as part of a story about Miss Reyes, and it will be broadcast on September 26 on the 9:00 PM news.

After a few months of relief following May 2022 repairs, the Dundee Library roof again has isolated leaks. Corner 68 is the worst area. We are working with the roofing company to find solutions. Because of the leaks, we have taken some steps to provide a safe environment for staff and patrons. First, we hired an independent firm who conducted mold tests on August 17. The results showed that the building is within normal ranges for various types of molds. We then added an extra dehumidifier to that space - two are now running at all times. Finally, we had the carpet cleaned and sanitized.

RAILS is hosting a "Renovation & New Space Workshop" on September 21, led by David Vinjamuri, President of ThirdWay Brand Trainers and Joe Huberty, Partner of Engberg Anderson Architects. Kirstin Finneran and I will be attending. This class is described as an opportunity to "work with the author of the Public Library Association's guide to space planning and a top library architect on planning and executing a successful renovation or construction of a new building."

Respectfully submitted,

Amy Dodson

IPLAR**IDENTIFICATION (1.1 - 1.31)**

This section is information about the administrative entity. "Administrative Entity" is defined as the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet or it may have more than one outlet (an outlet is a location, whether a central library, branch or bookmobile). The majority of the information in this section is pre-filled. If information needs to be updated, enter the corrected information in the box provided on the next line of the survey.

1.1 ISL Control # [PLSC 151, PLSC 701]	30238
1.2 ISL Branch # [PLSC 151, PLSC 701]	00
1.3a FSCS ID [PLSC 150, PLSC 700]	IL0146
1.3b FSCS_SEQ [PLSC 700]	002
1.4a Legal Name of Library [PLSC 152]	Fox River Valley Public Library District
1.4b If the library's name has changed, then enter the updated answer here.	
1.5a Facility Street Address [PLSC 153]	555 Barrington Avenue
1.5b If the facility's street address has changed, then enter the updated answer here.	
1.6a Facility City [PLSC 154]	East Dundee
1.6b If the facility's city has changed, then enter the updated answer here.	
1.7a Facility Zip [PLSC 155]	60118
1.7b If the facility's zip code has changed, then enter the updated answer here.	
1.8a Mailing Address [PLSC 157]	555 Barrington Avenue
1.8b If the facility's mailing address has changed, then enter the updated answer here.	
1.9a Mailing City [PLSC 158]	East Dundee
1.9b If the facility's mailing city has changed, then enter the updated answer here.	
1.10a Mailing Zip [PLSC 159]	60118
1.10b If the facility's mailing zip code has changed, then enter the updated answer here.	
1.11a Library Telephone Number [PLSC 162]	8474283661
1.11b If the telephone number has changed, then enter the updated answer here.	
1.12a Library FAX Number	8474284021
1.12b If the fax number has changed, then enter the updated answer here.	
1.13 Website	http://www.frvpld.info

Library Director's Information

Please enter the full name, title and e-mail address of the library director.

1.14 Name	Amy Dodson
1.15 Title	Executive Director
1.16 Library Director's E-mail	adodson@frvpld.info

Library Information

Please provide the requested information about the library type.

1.17a Type of library	District
1.17b If the library type has changed, then enter the updated answer here.	
1.18 Is the main library a combined public and school library?	No
1.19 Does your library contract with another library to RECEIVE ALL your library services?	No

Contract for Services

Please provide the full legal name(s) of the library(ies) with which your library contracts for service. If you need more than one line, a new one will appear once text has been entered in the first box.

Number of contracting libraries:

Legal name of library you contract with:

Administrative Information

Libraries are required by statute [75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)] to provide a statement as to any extensions of library service or any changes to the limits or boundaries of library service areas. Most of the information in this section will be pre-filled. If the information is incorrect, please enter the updated information in the box provided on the next line of the survey. If your library has had a population change, you must submit official verification to the Illinois State Library.

1.21a County in which the administrative entity is located [PLSC 161]

Kane

1.21b If the administrative entity's county has changed, then enter the updated answer here.

1.22a Did the administrative entity's legal service area boundaries change during the past year? [PLSC 205]

No

1.23a Population residing in tax base (Use the latest official federal census figure) [PLSC 208]

71,530

1.23b If the population residing in the tax base has had a LEGAL change, then enter the updated answer here.

1.23c Documentation of legal population change

1.25a This library is currently a member of what Illinois library system?

RAILS

1.25b If the library's system has changed, then enter the updated answer here.

Federal Public Library Criteria

According to the Institute of Museum and Library Services' Public Library Survey, a public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following:

1. An organized collection of printed or other library materials, or a combination thereof;
2. Paid staff;
3. An established schedule in which services of the staff are available to the public;
4. The facilities necessary to support such a collection, staff, and schedule; and
5. Is supported in whole or in part with public funds.

1.26 Does this library have an organized collection of printed or other library materials, or a combination thereof?

Yes

1.27 Does this library have paid staff?

Yes

1.28 Does this library have an established schedule in which services of the staff are available to the public?

Yes

1.29 Does the library have the facilities necessary to support such a collection, staff, and schedule?

Yes

1.30 Is this library supported in whole or in part with public funds?

Yes

1.31 Does this public library meet ALL the criteria of the PLSC public library definition? [PLSC 203]

Yes

SERVICE OUTLETS (2.1 - 2.16)

This section gathers information about the service outlets (centrals, branches, bookmobiles) of your library. Locations can only be added to this survey by State Library staff. If you have a branch or bookmobile and do not see its name listed in question 2.3a, please contact Pat Burg (217-785-1168, pburg@ilsos.gov) so that it can be added.

2.1a Total number of bookmobiles [PLSC 211 & PLSC 712]	0
2.1b Total number of branch libraries [PLSC 210]	1
2.2a Are any of the branch libraries a combined public and school library?	

Service Outlet Name

Location	2.3a Branch or Bookmobile Legal Name [PLSC 702]	2.3b If the outlet's legal name has changed, then enter the updated answer here.	2.3c Was this an official name change?
RANDALL OAKS LIBRARY	Randall Oaks Library		
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT	FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT		

ISL Control Number

Location	2.4 ISL Control # [PLSC 701]	2.5 ISL Branch # [PLSC 701]
RANDALL OAKS LIBRARY	30238	3023801
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT	30238	3023800

Street Address

Location	2.6a Street Address [PLSC 703]	2.6b If the outlet's street address has changed, then enter the updated answer here.	2.6c Was this a physical location change?
RANDALL OAKS LIBRARY	500 North Randall Road		
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT	555 BARRINGTON AVENUE		

Address

Location	2.7a City [PLSC 704]	2.7b If the outlet's city has changed, then enter the updated answer here.	2.8a Zip Code [PLSC 705]	2.8b If the outlet's zip code has changed, then enter the updated answer here.
RANDALL OAKS LIBRARY	West Dundee		60118	
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT	EAST DUNDEE		60118	

County & Phone

Location	2.9a County [PLSC 707]	2.9b If the outlet's county has changed, then enter the updated answer here.	2.10a Telephone [PLSC 708]	2.10b If the outlet's phone number has changed, then enter the updated answer here.
RANDALL OAKS LIBRARY	Kane		847-428-3661	
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT	Kane		8474283661	

Square Feet

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Location	2.11a Square Footage of Outlet [PLSC 711]	2.11b If the facility's square footage has changed, then enter the updated answer here.	2.11c Indicate the reason for the change/variance in square footage for this annual report as compared to the previous annual report.
RANDALL OAKS LIBRARY	5,000		
30,000			
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT			

IDs

Hours and Attendance

Location	2.12 Total public service hours PER YEAR for this service outlet [PLSC 713]	2.13 Total number of weeks, during the fiscal year, this service outlet was open for service to the public [PLSC 714]	2.14 Total annual attendance/visits in the outlet	2.15 Number of Weeks an Outlet Closed Due to COVID-19	2.16 Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19
RANDALL OAKS LIBRARY	13,326	52	32,635	0	0
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT	3,396	252	79,692	0	0

ANNUAL REPORT DATA (3.1 - 3.7)

Please enter the time period covered by this annual report and the name and contact information for the person preparing the report. The report period should cover the time from the end of the previous IPLAR through the end of your most current fiscal year. If your library switched to a new fiscal year during the latest period, this may mean that your report needs to cover more or less than a twelve (12) month period.

3.1 Fiscal Year Start Date (mm/dd/year) [PLSC 206]	07/01/2021
3.2 Fiscal Year End Date (mm/dd/year) [PLSC 207]	06/30/2022
3.3 Number of months in this fiscal year	12
3.4 Name of person preparing this annual report	Heather Zabski
3.5 Telephone Number of Person Preparing Report	847-428-3661
3.6 FAX Number	847-376-3532
3.7 E-Mail Address	hzabski@frvpld.info

REFERENDA (4.1 - 4.7)

Please enter information regarding any referenda the library was involved in during the fiscal year report period. A referendum requires a question be submitted to the voters at an election held under the general election law. Examples are: bond issue, district establishment, tax increase.

4.1a Was your library involved in a referendum during the fiscal year reporting period?	No
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Referendum 1

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 2

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 3

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 4

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

Referendum 5

4.2 Referendum Type	4.3 If Other, what was the referendum type?	4.4 Referendum Date (mm/dd/year)	4.5 Passed or Failed?	4.6 Effective Date (mm/dd/year)	4.7 Referendum ballot language documentation

CURRENT LIBRARY BOARD (5.1 - 5.13)

Please report the number of board seats and the number of vacancies. Be sure to provide current board member information; including name, position, telephone number, e-mail address, home address, and term expiration date. If there are vacancies, please explain.

All personal identifying information is FOIA exempt and will NOT be released to the public. The only information that the Illinois State Library will release upon request is the board member name, trustee position and term expiration date.

Report the most current information available.

5.1 Total number of board seats	6
5.2 Total number of vacant board seats	1
5.3 This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes

First Member

5.5 Name	Kristina Weber, PhD.
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	04/2023
5.8 Telephone Number	[REDACTED]
5.9 E-mail Address	kweber@frvpld.info
5.10 Home Address	[REDACTED]
5.11 City	[REDACTED]
5.12 State	[REDACTED]
5.13 Zip Code	[REDACTED]

Second member

5.5 Name	Richard Corbett
5.6 Trustee Position	Vice-President
5.7 Present Term Ends (mm/year)	04/2023
5.8 Telephone Number	[REDACTED]

5.9 E-mail Address	rcobett@frvpld.info
5.10 Home Address	[REDACTED]
5.11 City	[REDACTED]
5.12 State	[REDACTED]
5.13 Zip Code	[REDACTED]

Third member

5.5 Name	Christine L. Evans
5.6 Trustee Position	Secretary
5.7 Present Term Ends (mm/year)	04/2023
5.8 Telephone Number	[REDACTED]
5.9 E-mail Address	cevans@frvpld.info
5.10 Home Address	[REDACTED]
5.11 City	[REDACTED]
5.12 State	[REDACTED]
5.13 Zip Code	[REDACTED]

Fourth member

5.5 Name	Matthew Goyke
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	2025
5.8 Telephone Number	[REDACTED]
5.9 E-mail Address	mgoyke@frvpld.info
5.10 Home Address	[REDACTED]
5.11 City	[REDACTED]
5.12 State	[REDACTED]
5.13 Zip Code	[REDACTED]

Fifth member

5.5 Name	Maryann Dellamaria
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	2025
5.8 Telephone Number	[REDACTED]
5.9 E-mail Address	mdellamaria@frvpld.info
5.10 Home Address	[REDACTED]
5.11 City	[REDACTED]
5.12 State	[REDACTED]
5.13 Zip Code	[REDACTED]

Sixth member

5.5 Name	Tara Finn
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	2023
5.8 Telephone Number	[REDACTED]

5.9 E-mail Address	tfinn@frvpld.info
5.10 Home Address	[REDACTED]
5.11 City	[REDACTED]
5.12 State	[REDACTED]
5.13 Zip Code	[REDACTED]

Seventh member	
5.5 Name	vacancy
5.6 Trustee Position	Treasurer
5.7 Present Term Ends (mm/year)	04/2023
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

Eighth member	
5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

Ninth member	
5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

FACILITY/FACILITIES (6.1-6.3b)

Please provide the requested information about the library's facilities.

6.1 Does the library address the environmental needs of patrons on the autism spectrum?	No
6.2 Total Number of Meeting Rooms	3
6.2b Total number of times meeting room(s) used by the public during the fiscal year	0
6.3 Total Number of Study Rooms	0
6.3b Total number of times study room(s) used by the public during the fiscal year	0

Capital Needs Assessment**ASSETS AND LIABILITIES (7.1 - 7.13)**

The below sections request information regarding property, fiscal accumulations and outstanding liabilities. These sections are required by statute [75 ILCS 5/4-10, 75 ILCS 16/30-65] to be included in the annual report. Please provide the requested information in each section.

Property

Libraries are required by statute [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)] to provide a statement as to property acquired through legacy, purchase, gift or otherwise. Please provide this information in the section below.

7.1 What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)?	\$7,815,157
7.2 During the last fiscal year, did the library acquire any real and/or personal property?	No

IF YES, how much of the property was acquired through the following options? (Enter dollar amount for each option 7.3-7.6 that applies)

7.3 Purchase	
7.4 Legacy	
7.5 Gift	
7.6 Other	
7.7 Provide a general description of the property acquired.	

Fiscal Accumulations

Libraries are required by statute [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)] to provide a statement as to the amount of any fiscal accumulations and the reasons for the accumulations. Please provide this information in the section below.

7.8 Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)?	Yes
7.9 IF YES, then provide a statement that details the dollar amount(s) and the reason(s) for the fiscal accumulations.	Approximately \$2.5M accumulated in the General Fund for future operating costs, and \$5M has accumulated in the Special Reserve for current capital expense and planning for expansion.

Liabilities

Libraries are required by statute [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)] to provide a statement as to any outstanding liabilities, including for bonds still outstanding. Please provide this information in the section below.

7.10 Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?	No
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OPERATING RECEIPTS BY SOURCE (8.1 - 8.21)

Libraries are required by statute [75 ILCS 5/4-10(1)(9), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement of operating receipts. "Operating receipts" are the monies received and utilized during the library's fiscal year to support the provision of ongoing, day-to-day library services. Only include funds received during the report period. If the library was awarded a grant, but only received part of the funds during the report period, report only the portion of the grant received, not the whole amount of the grant.

Exclude revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants.

NOTE: Round answers to the nearest whole dollar.

Local Government

This includes all local government funds designated by the community, district, or region and available for expenditure by the public library. For example, include receipts from: local property taxes (library taxes), impact fees (IL Highway Code), the Mobile Home Local Services Tax Act. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants. Do not include state, federal, and other funds passed through local government for library use. Report these funds with state government revenue or federal government revenue, as appropriate.

8.1 Local government [PLSC 300] (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only)	\$3,636,043
8.1a Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?	Yes
8.1b Local government funds for the ensuing or upcoming/current fiscal year (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales.)	\$2,003,738

State Government

These are all funds distributed to public libraries by state government for expenditure by the public libraries, except for federal money distributed by the state. This includes funds from such sources as penal fines, license fees, and mineral rights.

Note: If operating revenue from consolidated taxes is the result of state legislation, the revenue should be reported under state revenue (even though the revenue may be from multiple sources).

If you are not sure if funds you received through the State of Illinois are federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.2 Per capita grant	\$102,274
8.3 Equalization aid grant	\$0
8.4 Personal property replacement tax	\$142,459
8.5 Other State Government funds received	\$40,937
8.6 If Other, please specify	Impact Fees
8.7 Total State Government Funds (8.2 + 8.3 + 8.4 + 8.5) [PLSC 301]	\$285,670

Federal Government

This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

If you are unsure if the funds you received through the State of Illinois were federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.8 LSTA funds received	\$0
8.9 E-Rate funds received	\$645
8.10 Other federal funds received	\$0
8.11 If Other, please specify	
8.12 Total Federal Government Funds (8.8 + 8.9 + 8.10) [PLSC 302]	\$645

Other Income

This is all operating revenue other than that reported under local, state, and federal funds. Include, for example, monetary gifts and donations received in the current year, interest, library fines, fees for library services, or grants. Do not include the value of any contributed or in-kind services or the value of any non-monetary gifts and donations.

8.13 Monetary Gifts and Donations	\$4,350
8.14 Other receipts intended to be used for operating expenditures	\$115,807
8.15 TOTAL all other receipts (8.13 + 8.14) [PLSC 303]	\$120,157
8.16 Other non-capital receipts placed in reserve funds	\$0

Total Operating Receipts

8.17 TOTAL receipts (8.1 + 8.7 + 8.12 + 8.15) [PLSC 304]	\$4,042,515
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Safeguarding of Library Funds

This section requests information to verify that libraries meet the statutory required minimum level of insurance for library funds [75 ILCS 5/4-9 and 75 ILCS 16/30-45(e)]. According to these statutes, "the library shall provide the Illinois State Library a copy of the library's certificate of insurance at the time the library's annual report is filed."

For municipalities of less than 500,000 population, 75 ILCS 5/4-9 requires that the bond be "...not less than 50% of the total funds received by the library in the last fiscal year...", or the insurance policy or other insurance instrument's coverage "...shall be in an amount at least equal to 50% of the average amount of the library's operating fund from the prior 3 fiscal years."

For public library districts, 75 ILCS 16/30-45(e) requires that the bond be "...based upon a minimum of 50% of the total funds received by the district in the last previous fiscal year...", or the insurance policy or other insurance instrument's coverage "... shall be in an amount at least equal to 50% of the average amount of the district's operating fund from the prior 3 fiscal years."

8.18a The library safeguards its funds using which option?	Surety Bond
8.18b Proof of Certificate of Insurance for Library Funds	-1 Treasurer's bond FY21-22.pdf Treasurer's bond FY22-23.pdf
8.19 What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	\$1,950,000
8.20 Is the amount of the surety bond, insurance policy or other insurance instrument in compliance with library law?	Yes
8.21 The designated custodian of the library's funds is:	Library Treasurer

OPERATING EXPENDITURES BY CATEGORY (9.1 - 11.2)

Libraries are required by statute [75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement as to how operating revenues have been expended during the fiscal year report period. "Operating expenditures" are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

NOTE: Round answers to the nearest whole dollar.

STAFF EXPENDITURES (9.1-9.3)

This section gathers information on staff benefits and salaries. If the information is available, include benefits and salaries for staff that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library.

NOTE: Round answers to the nearest whole dollar.

9.1 Salaries and wages for all library staff [PLSC 350]	\$1,942,812
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLSC 351]	\$467,944
9.3 Total Staff Expenditures (9.1 + 9.2) [PLSC 352]	\$2,410,756

COLLECTION EXPENDITURES (10.1 - 10.4)

Include expenditures for all materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

NOTE: Round answers to the nearest whole dollar.

10.1 Printed Materials (books, newspapers, etc.) [PLSC 353]	\$148,039
10.2 Electronic Materials (e-books, databases, etc.) [PLSC 354]	\$143,533
10.3a Other Materials (CDs, DVDs, video games, etc.) [PLSC 355]	\$70,800
10.3b Please provide an explanation of the other types of material expenditures.	Audio & video physical units, DVDs, videogames, CDs, nontraditional, hotspots
10.4 TOTAL Collection Expenditures (10.1 + 10.2 + 10.3) [PLSC 356]	\$362,372

OTHER OPERATING EXPENDITURES (11.1 - 11.2)

This includes all expenditures other than those reported for Staff Expenditures and Collection Expenditures. Exclude purchases of major fixed assets, which should be reported in capital expenditures (12.7).

NOTE: Round answers to the nearest whole dollar.

11.1 All other operating expenditures not included above (supplies, utilities, legal fees, etc.) [PLSC 357]	\$655,290
11.2 TOTAL operating expenditures (9.3 + 10.4 + 11.1) [PLSC 358]	\$3,428,418

CAPITAL REVENUE AND EXPENDITURES (12.1 - 12.7)

This section gathers information on capital revenue and expenditures. Provide information for funds received and spent during the fiscal year report period only. If the library was awarded a grant, but only received part of the funds during the report period, report only the amount of the funds received, not the entire grant award.

Capital Revenue

Include funds received during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.1a Local Government: Capital Income from Bond Sales	\$0
12.1b Local Government: Other	\$0
12.1c Total Local Government (12.1a + 12.1b) [PLSC 400]	\$0
12.2 State Government [PLSC 401]	\$0
12.3 Federal Government [PLSC 402]	\$0
12.4 Other Capital Revenue [PLSC 403]	\$0
12.5 If Other, please specify	
12.6 Total Capital Revenue (12.1c + 12.2 + 12.3 + 12.4) [PLSC 404]	\$0

Capital Expenditures

Include funds expended during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude expenditures for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.7 Total Capital Expenditures [PLSC 405]	\$192,897
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PERSONNEL (13.1 - 13.46)

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees. Do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

Group A

This category includes all LIBRARIANS with MASTER'S DEGREES from an American Library Association (ALA) ACCREDITED program of Library and Information Studies. Another row will automatically appear once data is entered in the current row.

Summary	11	11	\$347.11	440.00
	13.1 Position Title	13.2 Primary Work Area	13.3 Hourly Rate	13.4 Total Hours/Week
	Executive Director	Library Director	\$50.48	40.00
	Deputy Director	Assistant Library Director	\$38.31	40.00
	Public Services Manager	Other Type of Librarian	\$34.83	40.00
	Account Services Manager	Circulation	\$32.91	40.00
	Randall Oaks Manager	Other Type of Librarian	\$28.24	40.00
	Purchasing, Acquisitions, and Technical Services Manager	Cataloging	\$31.54	40.00
	Teen Librarian	Young Adult Services	\$26.80	40.00
	Readers' Advisory Librarian II	Adult Services	\$26.50	40.00
	Youth Services Librarian II	Young Adult Services	\$26.50	40.00
	Youth Services Librarian	Young Adult Services	\$25.50	40.00
	Randall Oaks Librarian	Other Type of Librarian	\$25.50	40.00

Group A Total

13.5 Total Group A: FTE ALA-MLS (13.4 / 40) [PLSC 250]	11.00
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Group A hidden group hours**Group B**

This category includes other librarians. Include employees with the TITLE of LIBRARIAN who either have other types of library education (non-American Library Association (ALA) accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects. Another row will automatically appear once data is entered in the current row.

Summary					
	13.6 Position Title	13.7 Primary Work Area	13.8 Education Level	13.9 Hourly Rate	13.10 Total Hours/Week

Group B Total

13.11 Total Group B: FTE Other Librarians (13.10/40)	
13.12 Total FTE Librarians (13.5 + 13.11) [PLSC 251]	11.00

Group C

This category includes full-time and part-time professional staff without the title of librarian and administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.

13.13 Total hours worked in a typical week by all Group C employees	978.00
13.14 Minimum hourly rate actually paid	\$15.00
13.15 Maximum hourly rate actually paid	\$30.29
13.16 Total FTE Group C employees (13.13 / 40)	24.45

Group D

This category includes full-time and part-time pages or shelvees.

13.17 Total hours worked in a typical week by all Group D employees	28.00
13.18 Minimum hourly rate actually paid	\$12.00
13.19 Maximum hourly rate actually paid	\$13.76
13.20 Total FTE Group D employees (13.17 / 40)	0.70

Group E

This category includes full-time and part-time building maintenance, security or plant operation employees.

13.21 Total hours worked in a typical week by all Group E employees	96.00
13.22 Minimum hourly rate actually paid	\$15.73
13.23 Maximum hourly rate actually paid	\$29.84
13.24 Total FTE Group E employees (13.21 / 40)	2.40
13.25 Total FTE Other Paid Employees from Groups C, D, and E (13.16 + 13.20 + 13.24) [PLSC 252]	27.55
13.26 Total FTE Paid Employees (13.12 + 13.25) [PLSC 253]	38.55

Librarian Vacancies

Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant. Another row will automatically appear once data is entered in the current row.

Summary	1	1	1	40.00	13	\$25.50	\$35.70
	13.27 Position Title	13.28 Primary Work Area	13.29 Education Level	13.30 Total Hours/Week	13.31 Number of Weeks Vacant during report period.	13.32 Annual Salary Range Minimum	13.33 Annual Salary Range Maximum
	Bilingual Librarian	Adult Services	Master's Degree (ALA accredited)	40.00	13	\$25.50	\$35.70

Newly Created Librarian Positions

Include any newly created librarian positions which were created during the fiscal year reporting period. Another row will automatically appear once data is entered in the current row.

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Summary	13.34 Position Title	13.35 Primary Work Area	13.36 Education Level	13.37 Total Hours/Week	13.38 Current Status: Filled or Unfilled	13.39 Date Filled (mm/year, if applicable)

Eliminated Librarian Positions

An eliminated librarian position is one that was budgeted for during the previous fiscal year period but was not in the budget for the current report period. Another row will automatically appear once data is entered in the current row.

Summary	1	1	1	40.00	1	\$66,049	1
	13.40 Position Title	13.41 Primary Work Area	13.42 Education Level	13.43 Total Hours/Week	13.44 Date Eliminated (mm/year)	13.45 Last Annual Salary Paid	13.46 Reason Eliminated
	Youth Services Manager	Children's Services	Master's Degree (ALA accredited)	40.00	04/2022	\$66,049	New Public Services Manager position created.

LIBRARY VISITS (14.1 - 14.1a)

This section collects information on the number of library visits. This is prefilled, based on the answer from Section 2.14.

14.1 Total annual visits/attendance in the library [PLSC 501]	112,327
14.1a Library Visits Reporting Method [PLSC 501a]	Annual Count

PROGRAMS, ACTIVITIES & ATTENDANCE (15.1 - 15.39a)**Synchronous Programs:**

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, or held virtually as a group that are sponsored or co-sponsored by the library. Exclude programs

sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

Self-Directed Activities:

A self-directed activity is any planned event for which the patron can participate on their own (instead of at a designated time with a group). Registration is not required. A staff member may monitor the activity, but may or may not directly interact with the participants. Examples of these types of events include drop-in craft sessions, take and make kits, library scavenger hunts (when not done as part of a group), etc.

Count all self-directed activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude activities sponsored by other groups that use library facilities. If activities are offered as a series, count each activity in the series.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

	15.1 Synchronous Programs (All Group Programs by Age)	15.2 Attendance	15.3 Self Directed Activities	15.4 Self Directed Activity Participants
Children (0-5)	220	3,201	12	601
Children (6-11)	53	445	16	578
Children's Total	273	3,646	28	1,179
Young Adults (12-18)	59	501	16	587
Adults (19 and older)	181	1,651	13	1,548
General Interest	143	2,939	99	10,703
Total	656	8,737	156	14,017

Onsite, Offsite and Virtual (All Group Programs by Type)

	15.29 Program Sessions	15.30 Program Attendance
Synchronous In-Person Onsite Program Sessions	518	6,919
Synchronous In-Person Offsite Program Sessions	52	941
Synchronous Virtual Program Sessions	86	877
Total	656	8,737

Asynchronous Virtual Presentations (Subset of Self-Directed Activities)

15.37 Total Number of Asynchronous (Virtual) Program Presentations [PLSC 620]	19
15.38 Total Views of Asynchronous (Virtual) Program Presentations [PLSC 630]	1,423

Special Programming

15.39a Did the library provide any special programming for patrons on the autism spectrum?	No
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REGISTERED USERS (16.1 - 16.4)

This section collects information about the number of resident and non-resident library users. A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials and gain access to other library resources.

Note: Files should have been purged within the past three (3) years.

16.1 Total Number of Unexpired Resident Cards	23,755
16.2a Total Number of Unexpired Non-resident Cards	5
16.2a (1) Of the total in 16.2a, how many Cards for Kids Act cards were issued?	0
16.2a (2) Of the total in 16.2a, how many Disabled Veterans cards were issued?	0
16.2b What was the total amount of the fees collected from the sale of non-resident cards during the past fiscal year?	\$0.00
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLSC 503]	23,760
16.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes

RESOURCES OWNED (17.1 - 17.9)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items in the library's collection available for use as of the last day of the fiscal year report period.

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Material Expenditures. Under this category report only items the library has acquired as part of the collection and cataloged, whether purchased, lease, licensed, or donated as gifts that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

For guidance in counting electronic materials, please reference the following guide: [Counting Electronic Materials for the IPLAR](#)

17.1 Print Materials [PLSC 450]	104,401
17.2 Current Print Serial Subscriptions	104
17.3 Total Print Materials (17.1+17.2)	104,505
17.4 E-books Held at end of the fiscal year [PLSC 451]	78,227
17.5a Audio Recordings: Physical Units Held at end of the fiscal year [PLSC 452]	8,794
17.5b Audio Recordings: Downloadable Units Held at end of the fiscal year [PLSC 453]	39,320
17.6a DVDs/Videos: Physical Units Held at end of the fiscal year [PLSC 454]	15,939
17.6b DVDs/Videos: Downloadable Units Held at end of the fiscal year [PLSC 455]	1,176
17.6c Other Circulating Physical Items [PLSC 462]	299
17.6d Total Physical Items in Collection [PLSC 461]	129,433

Electronic Collections

Report the number of electronic collections. An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles. Include electronic collections that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access.

17.7 Local/Other Cooperative agreements [PLSC 456]	21
17.8 State (state government or state library) [PLSC 457]	16
17.9 Total Electronic Collections (17.7 + 17.8) [PLSC 458]	37

USE OF RESOURCES (18.1 - 18.17)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items circulated by the library. Report for the library's entire fiscal year.

18.1 Number of adult materials loaned	152,765
18.2 Number of young adult materials loaned	17,703
18.3 Number of children's materials loaned [PLSC 551]	155,936
18.4 Total number of materials loaned (18.1 + 18.2 + 18.3)	326,404

Report circulation, including renewals, by the material types below.

For guidance in counting electronic content circulation and usage, please reference the following guide: [Reporting Electronic Item Usage for the IPLAR](#)

18.5 Books- Physical	222,669
18.6 Videos/DVDs- Physical	73,597
18.7 Audios (include music)- Physical	15,611
18.8 Magazines/Periodicals- Physical	2,581
18.9 Other Items- Physical [PLSC 561]	21,946
18.10 Physical Item Circulation (18.5-18.9) [PLSC 553]	336,404
18.11 Use of Electronic Materials [PLSC 552]	68,214
18.12 Total Circulation of Materials (18.10+18.11) [PLSC 550]	404,618
18.13 Successful Retrieval of Electronic Information [PLSC 554]	70,461
18.14 Electronic Content Use (18.11+18.13) [PLSC 555]	138,675
18.15 Total Collection Use (18.10+18.11+18.13) [PLSC 556]	475,079
18.16 Interlibrary Loans Provided TO other libraries [PLSC 575]	32,830
18.17 Interlibrary Loans Received FROM other libraries [PLSC 576]	32,307

PATRON SERVICES (19.1-19.2)

This section gathers information on services the library provides to its patrons. Please fill in the information requested.

Reference Transactions

Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others to meet particular information needs.

A reference transaction includes information and referral service as well as unscheduled individual instruction and assistance in using information sources (including web sites and computer-assisted instruction). Count Readers Advisory questions as reference transactions.

NOTE: It is essential that libraries do not include directional transactions in the report of reference transactions. Directional transactions include giving instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, "Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?"

If an annual count is not available, then select a typical week and multiply by 52 to estimate the annual count.

19.1 Total Annual Reference Transactions [PLSC 502]	8,634
19.1a Reference Transactions Reporting Method [PLSC 502a]	Annual Count

One-on-One Tutorials

One-on-one tutorials are when a staff member spends a considerable amount of time tutoring or teaching a patron on a specific subject. Note that these are different from programs, which are put on for a group, and reference transactions, which are limited to information consultations (see definition above).

19.2 Total Annual One-on-One Tutorials	341
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AUTOMATION (20.1 - 20.5)

This section is collecting information about automation technology in your library. Please provide the requested information below.

20.1 Total number of ALL computers in the library	143
20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library)	78
20.3 Is your library's catalog automated?	Yes
20.4 Is your library's catalog accessible via the web?	Yes
20.5 Does your library have a telecommunications messaging device for the hearing impaired?	No

INTERNET (21.1 - 21.9)

This section collects information about internet services in the library facility. Please provide the requested information below.

21.1 Does your library have Internet access?	Yes
21.2a What is the maximum speed of your library's Internet connection? (Select one)	45 Mbps or more
21.2b If Other, please specify	50 MPBS (Public) & 100 MBPBS (Staff)
21.3 What is the monthly cost of the library's internet access?	\$1,100
21.4 Number of Internet Computers Available for Public Use [PLSC 650]	68
21.5 Number of Uses (Sessions) of Public Internet Computers Per Year [PLSC 651]	12,290
21.5a Reporting Method for Number of Uses of Public Internet Computers Per Year [PLSC 651a]	Annual Count
21.6a Reporting Method for Wireless Sessions [PLSC 652a]	Annual Count
21.7 Does your library utilize Internet filters on some or all of the public access computers?	Yes
21.8 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?	Yes
21.9 Number of website visits or sessions to your library website [PLSC 653]	208,308 --Select--

E-RATE (22.1 - 22.3)

E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access.

22.1 Did your library apply directly for E-rate discounts for the fiscal year?	No
22.3 If NO, why did your library NOT participate in the E-rate program?	Too much work for funds provided.

STAFF DEVELOPMENT & TRAINING (23.1 - 23.5)

This section focuses on staff development and training. Please provide the requested information below.

23.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)	\$3,348
23.2 Does the above amount include travel expenses?	No
23.3 How many hours of training did employees receive this year?	822.75
23.4 Does your library provide training to enable staff to better serve their patrons on the autism spectrum?	No
23.5 Would you like to receive autism training at your library?	Yes

COMMENTS AND SUGGESTIONS (24.1-24.3)

Please use this section to provide further information about your library and/or comments or suggestions for changes to the IPLAR process. We will use the comments you supply to better represent your data to the Public Library Survey and to help improve future versions of the IPLAR.

24.1 Are there any other factors that may have affected your library's annual report data of which you would like to make us aware?	
24.2 Are there any unique programs or services your library provided during the report period of which you would like to make us aware?	We offer home deliveries throughout our library district. We have expanded our collection of non-traditional materials.
24.3 Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).	IPLAR's programming stat categories are too specific. It's difficult to keep track of all these different categories.

COVID-19 QUESTIONS

Closed Outlets Due to COVID-19	Yes
Public Services During COVID-19	Yes
Electronic Library Cards Issued During COVID-19	Yes
Reference Service During COVID-19	Yes
Outside Service During COVID-19	Yes
External WiFi Access Added During COVID-19	Yes
External WiFi Access Increased During COVID-19	No
Staff Re-Assigned During COVID-19	Yes

PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (25.1-25.5)

Public Library Districts are required by statute [75 ILCS 16/30-65(a)(1),(c)(d)] to submit the Public Library District Secretary's Audit.

NOTE: If there ARE any errors or discrepancies, please list and explain fully.

25.1 Were the secretary's records found to be complete and accurate?	Yes
25.2 If NO, please list and explain any errors or discrepancies.	
25.3 First board member completing the audit	Maryann Dellamaria
25.4 Second board member completing the audit	Tara Finn
25.5 Date the Secretary's Audit was completed	07/18/2022

IPLAR CERTIFICATION

Please have the library director, board president and board secretary type their names in the boxes provided to certify that they agree with the following statement:

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the electronic IPLAR copy submitted to the Illinois State Library shall serve as the official file copy.

	Electronic Signature	Date
Library Director	Amy Dodson	08/31/2022
President	Kristina Weber Ph.D.	08/31/2022
Secretary	Christine L. Evans	08/31/2022

IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:

1. Select the "Verify" button located at the top of the screen.
2. Review the form and resolve any required fields or edit checks (they will be highlighted in red). In the case of edit checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.
3. Select the "Submit/Lock" button at the top of the page.

NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information. If you have trouble getting the form to submit/lock, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

¹, 2.12 No COVID closures (0-2022-08-18)

², 2.13 No COVID Closures (0-2022-08-22)

Fox River Valley Public Library District May 2022 Department Reports

Deputy Director: Heather Zabski

July

Daily attendance at Summer Lunch service decreased in July, as is usual, because of planned vacations and the July 4th holiday. However, we still had strong attendance at the program, with 287 meals served in July and an average of 14 meals a day served.

July marked the start of a new financial year at our library. I worked to make sure all financial reports were updated to the new budget that trustees approved at the June Board meeting. Our new Finance Manager Sumitra Potharazu started on July 25. She and I have been training together to get her quickly up to speed. I'm very excited to have her on Management Team.

The village of Gilberts is working on completing their comprehensive community plan. On July 19, Executive Director Dodson, PR Manager Finneran, and I attended the first meeting of the planning process. The meeting included key government stakeholders serving Gilberts. Gilberts is experiencing a period of great expansion, making it a challenging community to serve for existing government entities without increasing taxes. Gilberts is still early in the process of creating their comprehensive plan, and we look forward to participating in the process and advocating for increasing library services to our most remote community.

July was also very busy for Carpentersville Rotary Club. I became Club President on July 1st and will serve for a 1-year term. I'm looking forward to leading this great group of community-minded people. My installation dinner was hosted at Bleuroot on July 13. Also in July, the Club hosted its second annual Blind Flights event on July 16th. This was my second year working on the planning committee for the event. This year the event was even more successful than last year. We had seven craft breweries and two homebrewers participate in the event. The library provided a raffle item created by Kirstin. Part of the event included a contest for best beer in three categories: lawnmower beer (light, low-alcohol beer), hoppy beer, and wild card (any other style). I had the pleasure of announcing the winning beers at the end of the event.



(left) picture from my installation dinner, (right) picture from Blind Flights event.

August

We had our last day of summer lunch service on August 15. As students started to prepare for the upcoming school year, we saw attendance at the daily lunches decline. However, the program still did a great job of reaching hungry children in our community over the summer. We served 787 meals total this year.



Our booth at National Night Out

On August 2, I helped represent the library at Carpentersville National Night Out. It was a well-attended event and the library booth never ceased to have a line throughout the evening. We were able to sign up several patrons for library cards and renew expired library cards.

All public libraries in Illinois are required by statute to prepare an annual report to be submitted to the State Library as condition of membership. This report is called the Illinois Public Library Annual Report (IPLAR) and is submitted in August each year. The report includes statistics about our collection, staffing, programming, access to technology for patrons, and more. Using monthly statistics kept by department heads and other available statistics from CCS and vendors, I filled out and submitted our library's IPLAR to the state library on August 30. Most of our statistics have increased greatly from the prior two years. Programming statistics categories have changed from prior years' reports.

In August, the Business Office worked with Lauterbach & Amen to begin the auditing process. The auditor was onsite August 18 and 19 to collect fieldwork for our annual audit. This year marks the end of our five-year contract with Lauterbach & Amen. We will need to go through the competitive bidding process again before the next audit to determine what company we will work with for the next five-year cycle.



This year's coveted shirt with event logo on it (left), my first lap of the 10K (right)

On August 13, Carpentersville Rotary Club hosted its annual Raceway Woods running/walking event. This year the event expanded to include a 10K race in addition to 5K and 3K options. This is my second year helping to plan the event. The library served as one of the event sponsors and hosted a water station after the course's most challenging hill. I was very happy to see Kirstin and Karin's smiling faces as I ran both laps around the course. This year the event was even more successful than last year. The 10K option proved to be popular with more seasoned, long-distance runners (including myself). The weather for the event was perfect, chilly for August and slightly overcast. Overall, it was another successful event for the club. Next year, I will be leading the planning effort for this annual event.

Public Services Manager: Jason Katsion

July and August

In July and August, Public Services staff spent a lot of time outside the library; providing programs on the front lawn, connecting with returning students at local schools, leading off-site book discussions, even hosting an outdoor family movie. Inside the library building, we created a magical escape room set in the Wizarding World, hosted a graduation ceremony for ten special children who completed the 1,001 Books Before Kindergarten program, and much more.

We provided two unique movie-going opportunities in July. The first was an outdoor showing of *Finding Nemo*, projected on a screen adjacent to Library Springs. While the forty-three patrons in attendance waited for the movie to begin at dusk, they enjoyed popcorn and juice and had some time to socialize. Everyone loved the glow stick necklaces and *Finding Nemo* headbands constructed for the occasion.



For our youngest patrons, we offered a “drive-in” movie in the library meeting room. At this popular program, each child decorates a box inspired by the short movie that’s to be shown. They then sit in the box and enjoy the show! This time out, it was *Jake and the Neverland Pirates*, so the boxes were decorated to look like pirate ships.



Librarian Danielle Pacini continued her recurring teen programs in July and August, Anime Club and Pixel Art. These well-attended programs provide teens with a safe space to share their interests and collaborate on creative projects. As Danielle recently said, “It is a good sign when 8 p.m. goes by and most of the teens have no intention of leaving!”



The Dundee Library book club, hosted by Librarian Sam Bunte, discussed *And Then There Were None* by Agatha Christie in July, and *The Mermaid from Jeju* by Sumi Hahn in August. The Book Club at the Adult Activities Center, hosted by Library Specialist Cari Poweziak, met to discuss *People We Meet on Vacation* by Emily Henry. Additionally, Cari Poweziak continues to host a monthly book discussion for seniors at Village Green Condominiums.

If we had an award for the messiest program of the summer, it would definitely go to Library Assistant Amairani Lopez for her Elephant Toothpaste program. Combining a little hydrogen peroxide, yeast, food coloring, and warm water results in a colorful chemical reaction and a lot of fun.



Library Assistant Lizbeth Hernandez invited our middle grade library patrons to participate in a relaxing rock painting program. The attendees selected smooth river rocks and decorated them while listening to calming music.



We hosted two educational presentations in August, as well as an exciting author visit. History of the Meadowdale Raceway, presented by MiRPA (Midwest Racing Preservation Association), delved into an interesting aspect of local history. Meteorologist Tom DiLiberto of the National Oceanic and Atmospheric Administration (NOAA) led a fascinating discussion on climate science and the hurricane season. Author Dennis Avelar, pictured below, visited us to talk about his book *The Blue Q: The World as I See It (El Quetzal Azul: El Mundo Desde El Cielo)*. This story about a young man from a small town in Guatemala won second-place in De la Página a la Fama, the Illinois Author Project Spanish-language contest through which libraries help to connect local authors writing in Spanish with readers.



With assistance from Librarian Amanda Keene, Cari Poweziak led another popular crafting program. The thirty-two attendees, pictured below, created ocean-inspired bath bombs and sugar scrubs.



On August 13, the library meeting room underwent a truly magical transformation. Erica Acevedo, Sam Bunte, and Jasmin Munoz of the Adult and Teen Services department hosted a Harry Potter themed escape room for thirty lucky library patrons. This program featured unique lighting, glittering potions, six-foot long tentacles, and more! Throughout the day, each small group entered the escape room in one-hour time slots and worked together to find their way out.



In August we celebrated a special accomplishment for ten little readers. 1,001 Books Before Kindergarten is an ongoing early literacy initiative for children ages birth to five, with the goal of reading 1,001 books before their first day of kindergarten. Ten children completed the program within the last year, and we celebrated their achievement with a graduation ceremony. The participants sang a song, completed a craft, enjoyed a snack, and of course marched together with their graduation caps on.



It was announced in August that Library Specialist Cari Poweziak is the recipient of the 2022 Senior Services Super Star Award, which is presented annually by the Association of Bookmobile and Outreach Services (ABOS). The Association specifically cited Cari's contribution to the Tablets for Seniors program, which she implemented in partnership with Library Specialist Erica Acevedo, the Boredom Buster kits that she distributed to senior living communities in the Library District, the monthly Caregiver Support Group that she facilitates, her ongoing book clubs for older adults, and other community outreach. Cari will accept the award at the ABOS Conference in Scottsdale, Arizona, next month. I could not be prouder of Cari and this acknowledgement of the great work she has done for our community.

The Public Services departments answered a combined total of 724 reference questions in July and August: Adult & Teen Services answered 610, and Youth Services answered 114. Adult & Teen staff provided 39 notary appointments and 108 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 July and August, these appointments included: sewing machine training; help designing and printing birthday invitations, with the requirement that they be "iridescent," silver and pink; multiple sessions assisting with cellphone issues; tablet training follow-up for some recipients of our Tablets to Seniors program; resumé and job application help; Chromebook troubleshooting with a D300 student; research assistance regarding an obituary; help checking in for a virtual doctor's appointment.

Randall Oaks: Brittany Berger

July

July was a busy month at Randall Oaks, with a lot to offer patrons between storytimes, crafts, and the Summer Reading Challenge. 300 kids participated in this month's ocean-themed scavenger hunt and we handed out 133 octopus crafts.

By July 31, there were a total of 1,688 participants in the Summer Reading Challenge. This is a significant increase over last year's total of 948! Finisher prizes, which include a free book for all ages and a ticket to the Dolphin Cove pool party will be available through August 7. The pool party will take place that same evening, 6:30-8:30 p.m.



There were fourteen programs offered at Randall Oaks in July and total attendance was 233. Pictured above are Library Assistant Lisa Knapp's Boat STEM program, and another in her Family Game Night series that featured Minute-to-Win-it games. Librarian Rachel Dunne highlighted the SRC theme "Oceans of Possibilities" with her Tiny Art Show gallery. At the

end of June, patrons were able to paint an ocean-themed canvas, which we then displayed at Randall Oaks for the month of July.



Rachel and I continued to help supervise Summer Meals at the Dundee Library throughout the July. Rachel also had the opportunity to assist the PR Department with an outreach event: West Dundee River Challenge on July 22! Staff have also kept busy with a new project to relabel all of the adult and youth DVDs and Blu-rays at Randall Oaks. Now that these collections no longer float between locations, we are marking them with a yellow label on the spine to match all of the other RO collections. Going forward, DVDs and Blu-rays that are purchased will be processed with the yellow spine marker in place. On July 20, we tidied up Randall Oaks to be prepared for the professional photos that will be included in the Google Maps virtual tour package along with the main library.

August

August is historically the quietest of the summer months at Randall Oaks, as families prepare to go back to school. Storytimes went on break after August 5 and will resume after Labor Day. The Summer Reading Challenge was officially over on July 31, but patrons could still turn in their logs and pick up prizes through August 7. RO staff shifted into a space theme for August, which included a scavenger hunt, a Buzz Lightyear backdrop, and straw rocket craft. We gave out 183 crafts and 250 prizes to kids who completed the scavenger hunt! Our board game use was exceptionally high this month with groups of families enjoying 31 in-house games.



There were 8 programs at Randall Oaks this month, including the last of the summer storytimes, and total attendance was 113. Library Assistant Lisa Knapp's "Kindergarten, Here We Come!" program on August 8 drew a large crowd of 39! Due to the popularity, she offered two sessions, one in the morning and one in the afternoon to help disperse the crowd. The afternoon program had 14 participants. Lisa helped families and young children prepare for their first day of kindergarten by practicing skills such as walking in a line, raising your hand, and writing your name.

Librarian Rachel Dunne planned a cool program called "Mindful Moments" for grades K-6 which she unfortunately wasn't able to attend. But I had fun stepping in and using Rachel's outline to lead the group through a breathing exercise, origami, and making a glitter meditation jar. This month's installment of Rachel's "Magic and Monsters Book

Club” featured *The Prince of Nowhere* by Rochelle Hassan. Participants discussed the book while making watercolor bookmarks.



Summer Reading Challenge “Oceans of Possibilities” Recap

Registrations 2022		Finishers 2022	
Adult	601	Adult	239
Teen	179	Teen	79
Youth	567	Youth	221
Pre-Reader	346	Pre-Reader	128
Total	1,693	Total	667 (40%)

Registrations 2021		Finishers 2021	
Adult	346	Adult	169
Teen	100	Teen	49
Youth	355	Youth	153
Pre-Reader	147	Pre-Reader	53
Total	948	Total	424 (44%)

SRC ended July 31, but continued into August for Finishers who were able to visit either library location to choose their free book prize and receive a ticket for the Pool Party at Dolphin Cove Family Aquatic Center. 350 people attended the Pool Party on Sunday August 7, despite the stormy weather earlier in the day. Thankfully, the weather cleared up by 6:30 p.m.! I was very thankful to have the assistance of Erin Sikorski and Christian Diaz at the party to help me welcome our guests and congratulate them for finishing our program this year. All children in attendance received a free ice cream treat purchased by the Library, and each family received a free beach blanket which was provided by the Dundee Township Park District.

Patrons who completed activity badges in Beanstack were also entered into raffle drawings. Winners were randomly chosen on August 15, and youth winners received DTPD Pool Punch Passes and assorted pool toys, adults and teens received a variety of gift cards from Van’s Frozen Custard, Village Pizza, and Half Price Books.

Account Services: Keri Carroll

July

Visits increased from June 2022, and increased considerably when compared to July 2021. Dundee saw an increase of 1,352 patrons compared to last July, and Randall Oaks had 934 more visitors than a year ago. Summer Reading has been well underway with over 1,600 sign-ups, no doubt contributing to our increased visits. License plate renewals also increased from last month to 46. Other than a small handful of months, we've continued to average at least one transaction per day since we started this service.

Home deliveries also increased from last month, jumping to 619 items delivered from 489. Cari Poweziak, the Adult and Teen Services Department's Programs and Outreach Specialist, has done a tremendous job connecting with new HomeWord Bound patrons; for the last several weeks, we've had at least one HomeWord Bound delivery in addition to the standard home deliveries. Our core group of home delivery users remain steady, even if the overall number of items may ebb and flow with the months.

I attended a CCS workshop on the various options available for notifications, regarding promotion, billing, etc., one of which I would love to partner with PR manager Kirstin Finneran to flesh out. If a patron's card has been inactive for a certain length of time, we can send an email reminding them of all the amazing things the library offers. Much in the same way we send 30-day reminders when a library card is about to expire, this is just another means of keeping in contact with patron. I think it's a subtle, easy form of outreach and patron retention that I would love to implement.

The DVD clean-up continues at both Dundee and Randall Oaks, with Randall Oaks clerk Judy Whichard being a tremendous help, ensuring the items are properly organized and labelled. We've gotten over the hump of Drama DVDs and continue into the smaller sections of Foreign and Horror/Sci-Fi. This project has also been beneficial to the development of the collection, as I can closely see which "core" titles we're missing. Though time-intensive, it's been incredibly valuable working so closely with the DVD collection to ensure it has depth.

August

Overall visits and circulation dropped slightly for both locations as we moved out of summer and into the fall. Home deliveries also took a small dive, undoubtedly due to patrons squeezing in one last trip before Labor Day. We had 60 license plate renewals for August, the highest we've seen since, coincidentally, August 2021. (We must have a strong concentration of August renewals in the area; I'm one of them!)

I was invited to meet with representatives of Bibliotheca along with IT manager John Sabala and PATS manager Karin Nelson to discuss options for our automated material handlers (AMHs, or sorters). The AMH at Dundee has been operative for close to 10 years at this point, and improvements to the design and tech of these machines have progressed significantly over the past decade. AMHs are more compact and more customizable, and because space is so limited at both libraries, it may be worth reconsidering an upgrade that better meshes with our buildings. We plan on reconvening with Bibliotheca in a few months to revisit our options.

Library assistant Audrey Jozwiak and I attended the CCS Interlibrary Loan Technical Group meeting on Thursday, August 25, and discussed topics such as standardizing lost and paid procedures for ILL materials. Audrey has been a welcome addition to this group, as the two of us can brainstorm and formulate better policies for our ILL procedures. I've appreciated her input and insight since she works with ILL materials daily, and I want to ensure the process is seamless for her.

The reorganization of the adult DVD movies has been completed, allowing me to move onto Television. I'm being especially deliberate with this section, combing through titles or seasons that we're missing and repurchasing as available; as a patron, it can be frustrating to learn that season two of a three-season show isn't just checked out, but it's

not even owned by the library. With bingeing being the new way to consume TV, I want to ensure that, if possible, patrons can check out an entire show in one go.

It's worth noting that many of the newer TV shows on specific streaming services—Netflix, Amazon Prime, Disney Plus—may not be released on DVD to drive up streaming subscriptions, therefore limiting the number of new series available for purchase. In their stead, I hope to flesh out the collection with classic titles that may not be prominently featured or even available on most streaming services, giving patrons a chance to say, “Oh, I used to *love* that show!” (And then hopefully check out the entire series.)

Public Relations & Outreach: Kirstin Finneran

July and August

Summer Outreach: This summer, we barely got the van unpacked before it was time to pack it back up and head to the next event! In July and early August, we focused on the Summer Reading Challenge and Pool Party, and of course library cards and summer programs. We received many requests from schools in D300 to host a table and issue library cards at their open houses and curriculum nights. It was great to be welcomed back into the schools after having been away for so long. These events were coordinated by the Public Relations Department. Each event has a message and audience strategy and the materials and activities prepared reflect those objectives. We create a packing list, make and/or order all promo materials and giveaways, and recruit library staff to work with us when needed. We are thankful for the support of every department in the library—from staff time to tech help to ordering supplies. In July and August, we were able to attend: Carpentersville Fourth of July Parade, Centro de Información ESL Sign Up Event, Family Fun Night at Huffman Park, West Dundee River Challenge, National Night Out, State Representative Anna Moeller’s Senior Fair, Rotary 5K at Raceway Woods, Family Fun Night at Lions Park, Liberty Elementary Open House, and Parkview Elementary Open House.



Google Photo Shoot: FRVPLD contracted with American Marketing & Publishing, LLC to provide a Google Street View Trusted virtual interior tour of the Dundee Library and Randall Oaks Library. People who do a Google Search for our locations will now have the option to take a virtual tour inside the buildings. The high res photos are also our property, so we will be able to use them for marketing purposes in the future. Click on the link to browse through our buildings: [Randall Oaks](#) and [Dundee](#).

Fall 2022 Newsletter: Another quarter of quality, thoughtful programs has been assembled for the fall. Particular focus was placed on Library Card Sign Up month and Hispanic Heritage Month.

Social Media: PR Content Coordinator has increased the number of posts and stories on our Facebook and Instagram pages, allowing us to not only promote our own programs, but to connect with and support other organizations in our community and bring attention to our materials and services as well. Tagging and sharing our messages helps us get our messages out to more people. Some connections to note over July and August were: Village of Carpentersville, Hoopla STEAM resources, Centro de Información, Black & Gray Brewing Company, Dundee Township Park District, the Morton Arboretum, Village of East Dundee, Village of West Dundee, Village of Sleepy Hollow, State Representative Anna Moeller, Explore More Illinois, Senator Don DeWitte, Rotary Club of Carpentersville Morning, Back to School with Libby, Hoof Woof and Meow Animal Rescue, and District 300.

Graphic Designer joins the PR Department: On August 22, we welcomed Dan Mitchell to our department in a newly created position, Graphic Designer. Dan has worked as a designer at the Chicago Ridge and Oak Lawn Libraries, so he arrived with a great understanding of libraries and the work they do. His creativity, organizational skills, and collaborative approach to projects and department workflow have gotten this growing department off to a good start.

eNews

Subject	Date Sent	Emails Sent	Unique Opens	Unique Opens %	Total Clicks
Astronomy, Pool Party, Hoopla's Best of 2022 So Far	7/13/2022	12176	5192	42.71%	160
Fox River with Phil Aleo, New Memory Care Kits, Road Trips	7/20/2022	12160	5120	42.14%	151
Summer Reading ends Sunday at midnight!	7/26/2022	780	461	59.56%	12
Meadowdale Raceway, Community Discussion Group, Lollapalooza	7/27/2022	12149	5409	44.58%	197
Kindergarten Here We Come, August Hoopla Bonus Borrows	8/3/2022	12137	5044	41.63%	182
Fall Newsletter, Job Openings	8/17/2022	12124	5376	44.42%	203
Fall Book Club Titles, Graphic Novels for Adults	8/24/2022	12099	4974	41.14%	171
Squirrels, Grandparents Storytime, Miss Illinois USA	8/31/2022	12085	4979	41.26%	117

Social Media Insights - August 2022

Facebook

Reach: 10.2K (+14%)
 Engagement: 1068 (-13%)
 Followers: 2185 (+16)
 Check Ins: 6 (-46%)
 # of posts: 16
 # of stories: 6

Instagram

Followers: 517 (+45)
 Accounts reached: 525 (+34.2%)
 Accounts engaged: 100 (+104%)
 # of posts: 8
 # of stories: 38
 # of reels: 1

Twitter 788 (+1)

YouTube 543 views (-30%)

Facilities: Michael Lorenzetti

July and August

Roof Update: Although the roof project was finished by Complete Roofing, the Dundee Library has recently been hit with leaks on the south and southwest sides of the building, mainly affecting the Corner 68 area of the building. The carpet in that area was cleaned, sanitized, and deodorized in addition to providing another dehumidifier in that space. A mold test was completed by Healthy Home Mold Inspection Co. and the results revealed no mold growth present. Complete Roofing is reviewing the results from the inspection report of IRSC (Interstate Roofing Services Consultants) to develop a game plan to solve the leaking issues.

Keyless Access for Primary Doors at the Dundee Library: Project complete. Many of the access doors at the Dundee Library now have “key card” access. The cards are no larger than a credit card and provide a move forward in building security and safety.

West Side Sidewalk: As reported in previous Board minutes, a dip had been created when new sidewalk pieces were installed in December of 2021. ACME Concrete was onsite on July 29 and pumpjacked three concrete sidewalk slabs to alleviate the dip. This was an easy and very cost-effective approach to correct the issue. The delivery drivers are very appreciative, as they no longer step in this muddy spot.

Electronic Message Sign: Our new sign is currently in production in Danville, IL and projected to be shipped for final assembly during the first week of October.

Public Relations Workroom and Finance Manager Office: These areas were updated in July and August, receiving new paint and carpet. Team members are enjoying their new areas.

Lightning Strike: During the July 4 Holiday, a tree on the west side of the building was struck by lightning and had to be taken down for safety reasons. The remaining stump, approximately 6 feet in height, was left as Public Relations has plans for an artistic display.

Imperial Service Systems, Inc: While we continue to advertise for facility custodians for the Dundee Library, in the interim we have brought on board Imperial Service Systems for daily cleaning of the Dundee and Randall Oaks Libraries. Their service began the beginning of August and there have been no issues.

Parking Lot Lighting: On June 13 and August 4, Peters Electric was onsite to update the parking lot lighting. The project completed with newer and additional LED fixtures. While it was only a few years ago that the original fixtures were updated to LED bulbs, the technology has advanced dramatically, which is why we needed completely new fixtures.

Bidding for Parking Lot Repair: On August 17, the bid opening for the replacement of the asphalt parking lot at the Dundee Library was held and information regarding that approval is contained in the Board packet.

RFP for Snow Removal: On August 26, the deadline for RFPs (request for proposals) was at 5pm for snow removal at the Dundee Library. Two companies submitted proposals and that information is contained in the Board packet. These RFPs are done for landscaping services, snow removal services, and trash/recycle services on three year periods.

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

July

Savings: Over \$3,000 savings in July, and the majority of that was due to price comparisons between vendors for IT equipment and computers to find the most reasonable pricing. Additionally, we were able to gain over \$700 discount on

our upgrade to the cloud version of our financial software. Since the IT Manager compared retail versus TechSoup we saved over \$700 for our backup tape software renewal.

CCS Advisory Group: I have been interested in user interface design and testing since I had this type of course when working on my Master's Degree of Library and Information Science. This means I've been interested in usability improvements for quite some time. Last year, I volunteered to be a user tester for CCS as they worked on upgrading their website, and I found it to be so fun! It was great to know that my feedback would help them improve their website in the future. As part of the usability testing process, I was asked to find various items on their website, and talk through where I was clicking around the site and why. If I clicked somewhere and wasn't able to answer the question, they noted that so they could improve the site. I'm happy to report that I've been accepted to be a part of the CCS User Experience Advisory Group. From CCS documentation: "This group will work with the CCS User Experience Specialist to enhance user experience across CCS, based on qualitative and quantitative user research. This may include: consulting with CCS on configuration changes, recommending new standardization of patron-facing elements, refining documentation related to PAC customization and best practices." I'm very much looking forward to our first meeting in September!

August

Savings: Over \$3,700 in large part due to not renewing the security gate maintenance and software at both locations.

Staffing: One of my part-time clerks retired in order to spend more time traveling and seeing relatives/friends. She worked in my department only a few years but had a long career in libraries. We will miss that experience and her wonderful attitude.

Library of Things: We have purchased and processed a second metal detector kit, and also replaced the telescope kit that was checked out but never returned. We are also in the process of adding numerous caregiver kit puzzles, and there are more circulating YS board games to come in the near future. These items will be added to the record sets on our Powerpac and Library website.

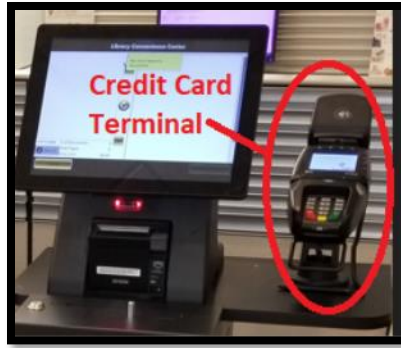
Supplies Cost: Paper costs continue to rise, and I'm thankful our office supplies rep informs me when an increase will occur so that I can stock up on various types of paper items at a lower price.

Print Vendor News: A secondary provider of our print books, Baker and Taylor, recently had a ransomware incident that they are still recovering from. Their website is still down after a few weeks, and they are now working with IT consultants to try to get their systems back online. Fortunately, we were not affected by this since we switched to Ingram as our primary vendor several years ago. The service disruption has been a big problem for some other libraries in our consortium, as they are unable to order or receive items until the ransomware incident is resolved.

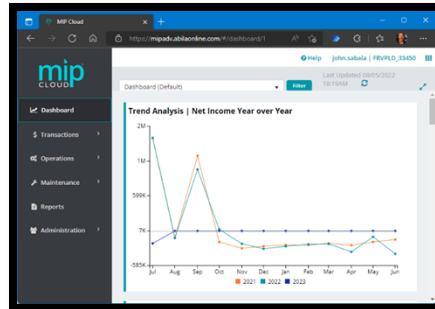
IT/ Network: John Sabala

July

Every Fox River Valley Public Library District staff member strives to make the Patron experience exceptional. Besides employing happy, trained, professional staff, the library also must use reliable, safe, and secure equipment. The IT department recently updated the Comprise Software running on the credit card terminals and updated the network to which these terminals are connected. These changes were completed in compliance with Payment Card Industry Data Security Standards Compliance (PCI Compliance). Our bank requires quarterly penetration testing by a third-party organization, and the library has passed every time. With these updates to the terminals and their network, the library is confident it is compliant and providing the best secured environment. The IT department knows that data integrity and security is just another reason our Patrons keep coming back to use our products and services, and we try to exceed our Patrons expectations.



The Library District's MIP Fund Accounting software (MIP) also underwent a significant upgrade. The new software has moved the data and applications to the cloud. MIP is used by all the managers and business office staff. This software provides features and functions which support budgeting, accounts payable, some banking, and general ledger processes. The upgraded software allows for quick access to snapshots of our operations and easier budgeting. MIP also reduces the impact on IT department, freeing up those resources to be used elsewhere. The upgrade does retain access to the old interface and functionality, allowing staff to have a tailored experience. This helps staff gain confidence with the new software and streamlines their job. We all know happy staff is the base line for providing exceptional customer service for the patrons of the library.

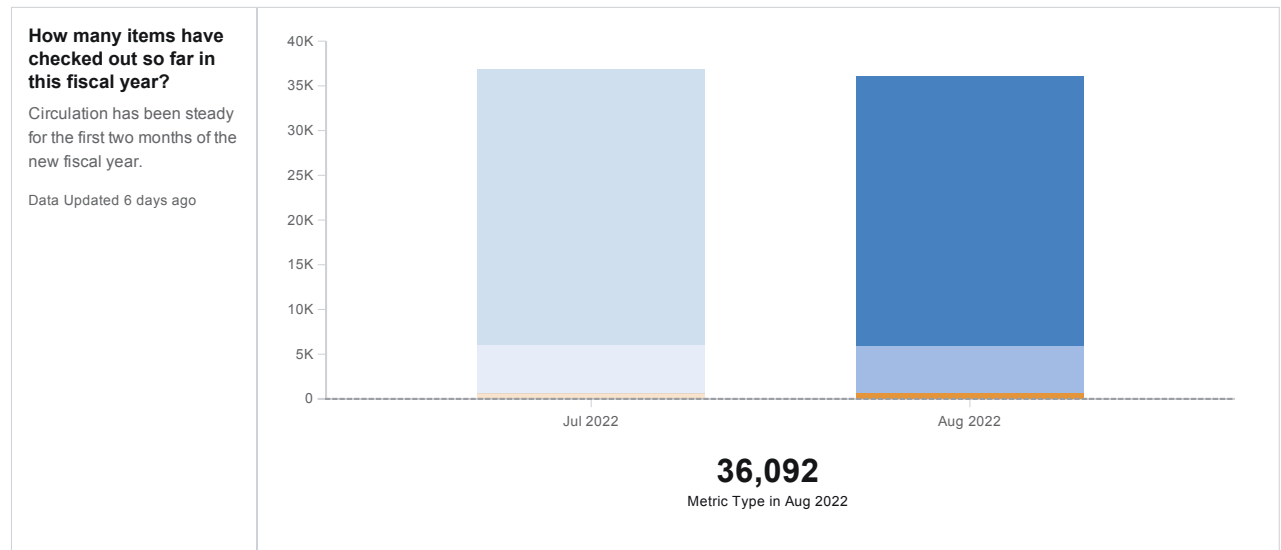


How are we doing?

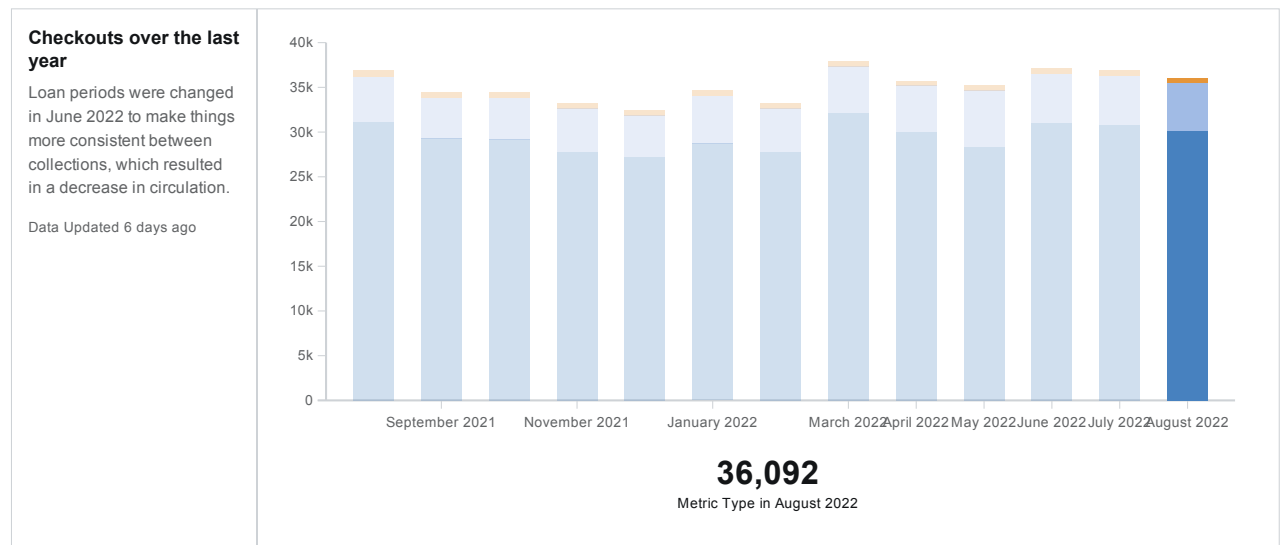
The monthly Dashboard tells our story

Click the graphs to see more details

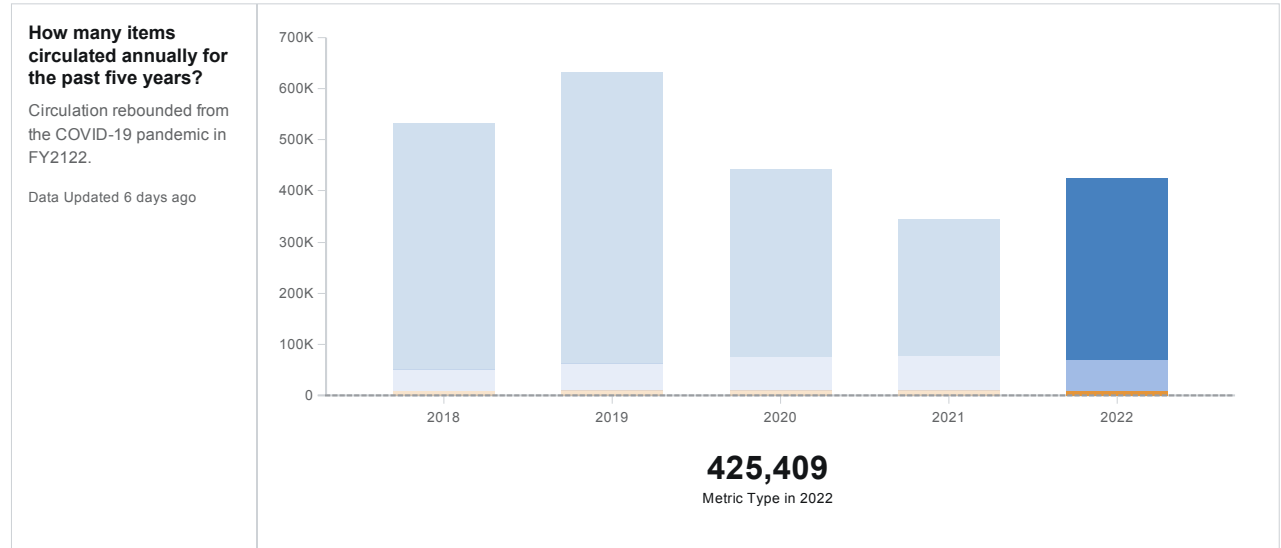
Checkouts - This Fiscal Year



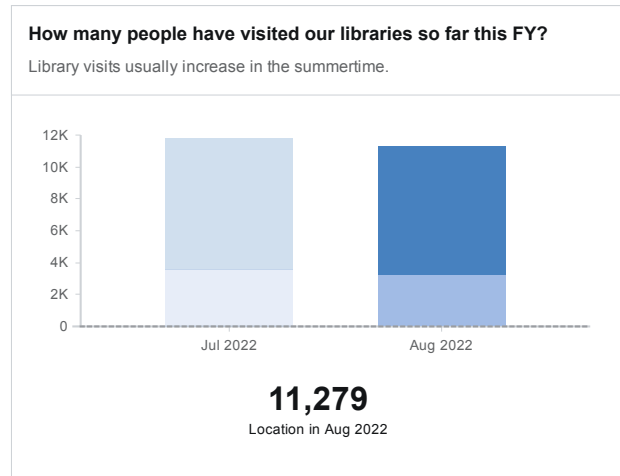
Checkouts - 13 Month Trends



Checkout Trend



Library Visits - This Fiscal Year

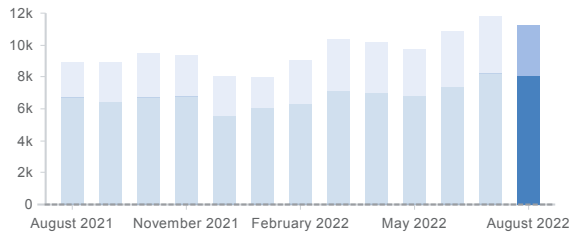


Website Visits - This Fiscal Year



Library Visits - Past 13 Months

Visits are up 26% from last August.

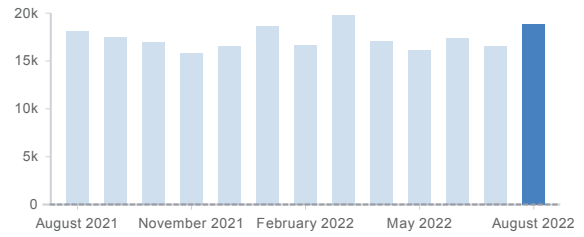


11,279

Location in August 2022

Website Visits - Past 13 Months

Website visits are up slightly from last August.

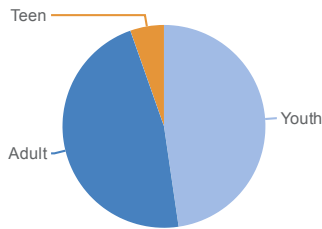


18,870

Location in August 2022

Physical item checkouts

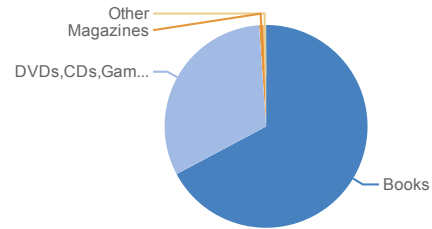
Checkouts by Audience - last fiscal year



369,402

Department in 2022

Checkouts by Material Type - last fiscal year



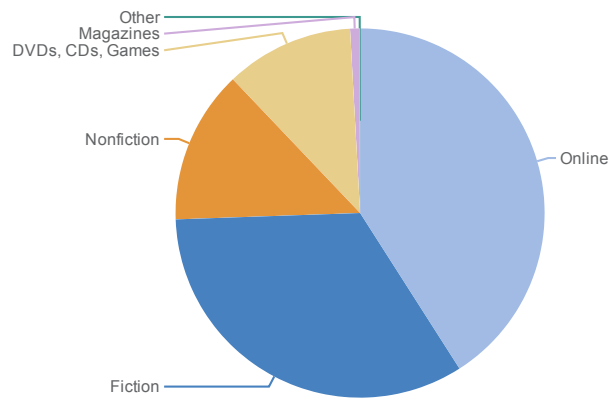
369,402

Material Type in 2022

How many items are owned by our libraries?

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

Data Updated 5 weeks ago



220,057

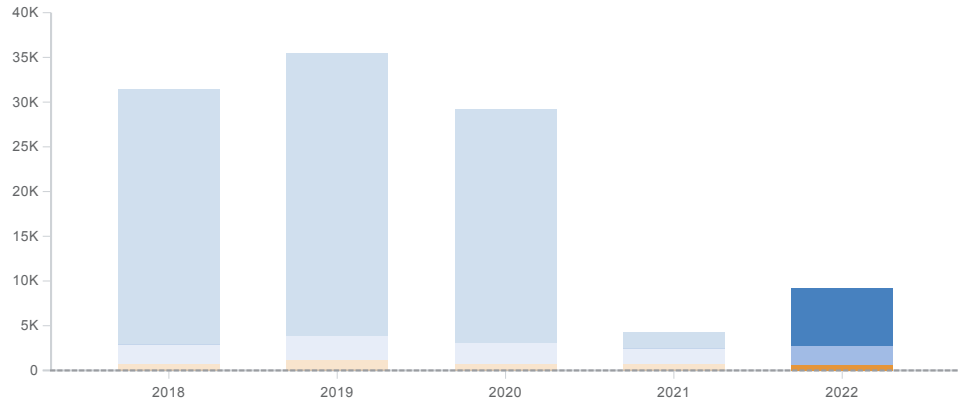
Material Type in 2022

Program Attendance Trend

Program Attendance Trend

Program attendance has increased from a low in FY2021 caused by the COVID-19 pandemic.

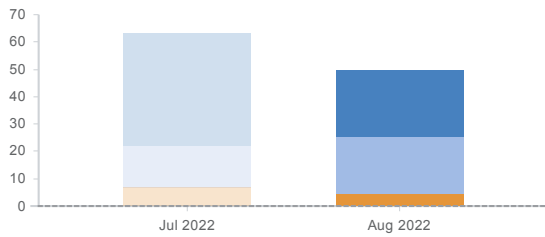
Data Updated 6 days ago



9,236
Metric Type in 2022

How many programs have been held so far this FY?

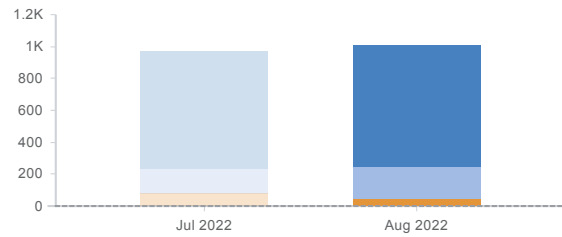
July is our most popular month for programming.



50
Metric Type in Aug 2022

How many people have attended our programs so far this FY?

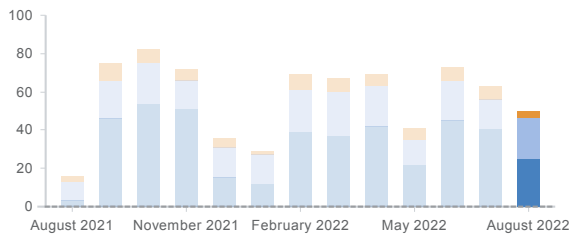
Youth programs are our most popular events.



1,012
Metric Type in Aug 2022

Library Programs Held- Past 13 Months

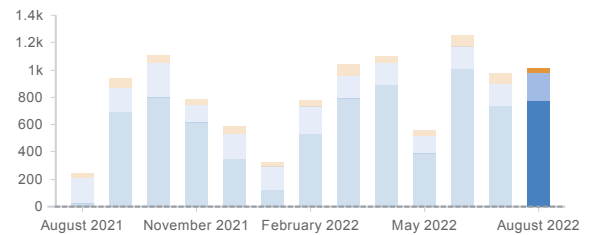
More programs were offered this August than last year.



50
Metric Type in August 2022

Library Program Attendance - Past 13 Months

We saw a huge increase in program attendance from last August.



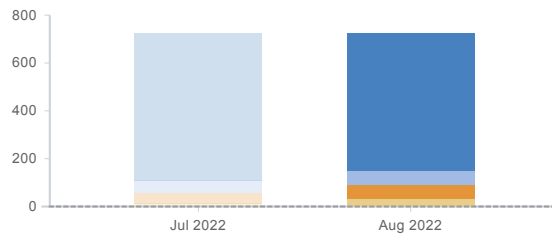
1,012
Metric Type in August 2022

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 This FY

Home Delivery is our most used specialty service.



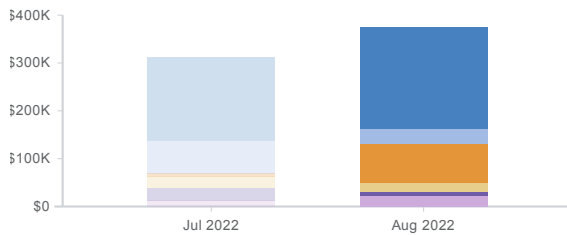
724

Metric Type in Aug 2022

Monthly Spending- this year

How much does the Library spend each month this FY?

Facilities projects to improve the Dundee Library increased spending in Aug...



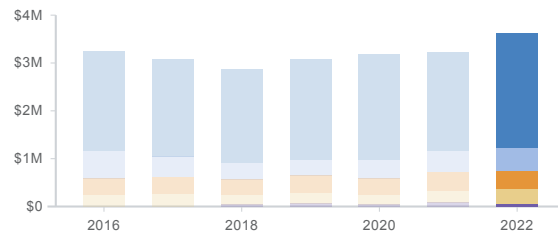
\$375,468.39

Expenses in Aug 2022

Past years' spending

How much does the Library spend each year?

Inflation and building improvement projects increased expenses in FY2122.



\$3,631,243.27

Expenses in 2022



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.q under the Consent Agenda as presented
- A.1.a **Minutes from the July 19, 2022 Board of Trustees Meeting**
 - A.1.b **Minutes from the August 20, 2022 Committee of the Whole Meeting**
 - A.1.c **Check/Voucher Register – AP & Payroll Complete for July 2022 totaling \$432,074.09**
 - A.1.d **Check/Voucher Register – AP & Payroll Complete for August 2022 totaling \$382,180.42**
 - A.1.e **Monthly Financial Report for July 2022**
 - A.1.f **Monthly Financial Report for August 2022**
 - A.1.g **Revenue Summary – All Funds Combined – Budget v Actual Revenues for July 2022**
 - A.1.h **Revenue Summary – All Funds Combined – Budget v Actual Revenues for August 2022**
 - A.1.i **Revenue Summary – All Funds Combined by Period for July and August**
 - A.1.j **Expenditure Summary – All Funds Combined – Budget v Actual Expenses for July 2022**
 - A.1.k **Expenditure Summary – All Funds Combined – Budget v Actual Expenses for August 2022**
 - A.1.l **Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for July 2022**
 - A.1.m **Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for August 2022**
 - A.1.n **Expenditure Summary – All Funds Combined by Period for July and August**
 - A.1.o **Balance Sheet for July 2022**
 - A.1.p **Balance Sheet for August 2022**
 - A.1.q **Ehlers Investment Inventory for July and August**

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
July 19 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, Keri Carroll, John Sabala, Karen Werle.

Public Comment

There was no public comment

President's Report

Weber thanked Trustees Dellamaria and Finn for completing the Audit of Secretary's Records required in order to file the Illinois Public Library Annual Report. All records were found to be in order.

2023 Trustee Election

Weber noted there will be seats up for re-election in April 2023. Nominating petitions will begin to circulate in September.

ILA Trustee Day 2022

Trustees interested in attending the Illinois Library Association's Trustee Day in October are to contact Administration regarding registration.

Director's Report

Dodson noted she, Zabski, and Public Relations Manager Kirstin Finneran attended the recent Gilberts Planning Committee meeting.

Tentative Budget and Appropriation Ordinance Presentation

Dodson explained the calculations and timetable associated with adoption of the Budget and Appropriation Ordinance in final form at the September 20, 2022 Board meeting.

Department Reports and Dashboard

Dodson reported library visits are up; managers reported on the success of the summer reading challenge.

Consent Agenda

Exhibit A.1 Items 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 \$214,588.26**
- 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**

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 Nutt and seconded by Dellamaria, 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 – none

New Business

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

Weber called for a motion to *APPROVE ORDINANCE 2022-04 TENTATIVE BUDGET AND APPROPRIATION IN THE AMOUNT OF \$6,390,821 FOR FISCAL YEAR 2022-2023 AS PRESENTED*. Moved by Corbett and seconded by Dellamaria, Weber announced there would be a Budget and Appropriation Hearing at 7:00 PM on Tuesday, September 20, 2022 at the Dundee Library for anyone wishing to comment on the ordinance prior to adoption. Item opened for discussion; Trustees commented the presentation explained the ordinance clearly. There was no further discussion; 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.

C.2 Library Executive Director Employment Agreement Renewal

Weber called for a motion to *APPROVE RENEWAL OF THE LIBRARY EXECUTIVE DIRECTOR'S EMPLOYMENT AGREEMENT EFFECTIVE AUGUST 31, 2022 UNTIL AUGUST 31, 2023*. Moved by Nutt and seconded by Finn, item opened for discussion. Weber reported the Board was in agreement after meeting in closed session and offered the renewal of Dodson's employment agreement. Dodson expressed her appreciation for the Board's confidence in her and the opportunity to continue to serve the District. 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 Equipment Maintenance Contract Renewal - Bibliotheca

Weber called for a motion to *APPROVE ANNUAL EQUIPMENT MAINTENANCE AGREEMENTS FOR BIBLIOTHECA/SOFTWARE IN AN AMOUNT NOT TO EXCEED \$39,000*. Moved by Nutt and seconded by Finn, item opened for discussion. IT Manager Sabala commented on the reliability and familiarity Bibliotheca has with the Library equipment. 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.4 Laptop Purchase

Weber called for a motion to *AUTHORIZE DIRECTOR TO PURCHASE 17 LAPTOPS FROM SHI INTERNATIONAL LTD. IN AN AMOUNT NOT TO EXCEED \$11,135.00*. Moved by Corbett and seconded by Nutt, item opened for discussion. Dodson reported the cost had been budgeted for, and Weber commented on the level of detail in the information provided to the Board. 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.

Adjournment

Weber noted there would be no regular meeting of the Board of Trustees in August, however there would be a Committee of the Whole Meeting on Saturday, August 20 at 9:00 AM at the West Dundee Safety Center on Carrington Drive in West Dundee. No further business was discussed, Weber called for a motion to *ADJOURN*. Moved by Finn and seconded by Corbett, meeting adjourned at 7:33 PM by unanimous voice vote

Christine L. Evans, Secretary

**Fox River Valley Public Library District
Committee of the Whole Meeting
August 20, 2022**

**West Dundee Safety Center Training Room
100 Carrington Drive
West Dundee, IL 60118**

MINUTES

The meeting was called to order by President Kristina Weber at 9:00 AM. All present rose to recite the Pledge of Allegiance.

Roll Call

Members present:	President	Kristina Weber
	Vice Pres	Richard Corbett
	Treasurer	vacant
	Secretary	Christine L. Evans
	Trustee	Matt Goyke
	Trustee	Maryann Dellamaria
	Trustee	Tara Finn

Members absent: none

Others present: Director Amy Bennett, Deputy Director Heather Zabski, Jason Katsion, Keri Carroll, Kirstin Finneran, John Sabala, Sumitra Potharazu, Jack Galloway, Karen Werle

Public Comment

There was no public comment.

Review of Purpose of Meeting

Deputy Director Zabski noted discussion will center around plans for the Library District's future as it seeks to provide optimum service to the community and meet its strategic plan goals. President Weber stated the Board will support the Library in its endeavors.

Library History

Zabski presented an overview of the Library District's past. She reviewed the 2016 referendum effort, reported on the findings of the Citizen Task Force formed to garner direction from the community, and results of a district-wide survey seeking feedback from citizens who reside in the District.

Options

Executive Director Dodson presented information on current library facilities and highlighted its mission statement and strategic plan goals. She pointed out the challenges and needs FRVPLD faces as its population continues to grow. Several options for the facilities were outlined, along with potential avenues to finance the best solution. Discussion centered around grants, fundraising, issuance of bonds and what type to select, addressing the limiting rate, a land lease with new construction, satellite locations, and setting aside Library funds to help achieve what is possible.

Role of the Library Board

The Board will direct Library Administration to provide information designed to enable it to discuss and plan how best to provide service and achieve goals, while having flexibility necessary to grow into the future.

Next Steps

Library Administration will gather information on staff needs, consultants, available grants and alternate funding, options for Dundee Library, and ways to become more visible in the community in preparation for discussion in January 2023 on what can be done at the present time.

Adjournment

No other business was discussed and Weber called for a motion to *ADJOURN*. Moved by Corbett and seconded by Finn, motion carried by unanimous voice vote. Meeting adjourned at 11:55 AM.

Christine L. Evans, Secretary

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 7/1/2022 Through 7/31/2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
American Marketing & Publishing, LLC	44027	7/5/2022	1,510.00
Abila	44028	7/19/2022	690.00
Accurate Office Supply Co.	44029	7/19/2022	123.22
Ziegler's Ace Hardware	44030	7/19/2022	352.50
Affordable Office Interiors	44031	7/19/2022	2,065.00
Alarm Detection Systems	44032	7/19/2022	204.90
Aleo Publications	44033	7/19/2022	250.00
SYNCB/AMAZON	44034	7/19/2022	5,720.48
America's Flooring Store, LLC	44035	7/19/2022	2,313.00
Arthur J. Gallagher & Co.	44036	7/19/2022	1,950.00
AT&T	44037	7/19/2022	329.15
AT & T Mobility	44038	7/19/2022	127.82
Brainfuse Inc.	44039	7/19/2022	5,432.00
Brodart Co.	44040	7/19/2022	2,533.13
Cooperative Computer Services	44041	7/19/2022	17,440.45
CDS Office Technologies	44042	7/19/2022	696.56
Comcast	44043	7/19/2022	523.35
Comcast	44044	7/19/2022	921.45
ComEd	44045	7/19/2022	4,359.47
Demco, Inc.	44046	7/19/2022	304.92
Dundee Township Park District	44047	7/19/2022	33,445.00
Ehlers Investment Partners, LLC	44048	7/19/2022	330.04
Elgin Sheet Metal Company	44049	7/19/2022	1,443.00
ELM USA Inc.	44050	7/19/2022	92.94
Franklin Park Public Library	44051	7/19/2022	7.49
Garveys Office Products	44052	7/19/2022	1,681.07
Government Finance Officers Association	44053	7/19/2022	160.00
GovConnection, Inc	44054	7/19/2022	8,626.86
Groot, Inc	44055	7/19/2022	118.65
Hall Pass	44056	7/19/2022	9.00
Illinois Library Association	44057	7/19/2022	675.00
INGRAM Library Services	44060	7/19/2022	12,134.73
Ingram Entertainment, Inc	44061	7/19/2022	450.70
Kearny Public Library	44062	7/19/2022	18.03
KONE, INC	44063	7/19/2022	304.84
Lakeshore Learning	44064	7/19/2022	103.98
LIBRARY IDEAS LLC	44065	7/19/2022	8,275.00
LIMRiCC Unemployment Compensatio...	44066	7/19/2022	1,679.56
LinkedIn Corporation	44067	7/19/2022	13,125.00
Midwest Tape Exchange, Inc.	44069	7/19/2022	16,955.23
Mobile Beacon	44070	7/19/2022	0.00
Nicor Gas	44071	7/19/2022	110.29
OTC Brands, Inc.	44072	7/19/2022	218.83
Park Ridge Public Library	44073	7/19/2022	20,250.00
PETERS Electric & Technology, Inc.	44074	7/19/2022	2,947.00
Postmaster -Algonquin	44075	7/19/2022	2,500.00
RAILS	44076	7/19/2022	2,574.00
Red Oak Tree Service	44077	7/19/2022	1,900.00
Peregrine,Stime,Newman,Ritzman & B...	44078	7/19/2022	900.00
Rotary Club of Carpentersville - Mornng	44079	7/19/2022	250.00
Sebert Landscaping Inc.	44080	7/19/2022	5,861.04
Showcases	44081	7/19/2022	38.70
Technology Management Rev Fund	44082	7/19/2022	427.50
Village of Carpentersville	44083	7/19/2022	20.00
Cardmember Service	44084	7/19/2022	3,107.24

Fox River Valley Public Library District
 Check/Voucher Register - AP & Payroll Complete
 10100 - BANK ACCOUNTS
 From 7/1/2022 Through 7/31/2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
Wellness Insurance Network	44085	7/19/2022	15,282.18
World Book, Inc.	44086	7/19/2022	2,067.00
TSYS Merchant Solutions-Omaha	DD202207-02	7/1/2022	16.72
TSYS Merchant Solutions-Omaha	DD202207-03	7/1/2022	204.12
Paylocity Payroll	DD202207-04	7/1/2022	296.56
Paylocity Payroll	DD202207-05	7/15/2022	541.71
Paylocity Payroll	DD202207-06	7/29/2022	340.03
Office of the Secretary of State of Illinois	DD202207-08	7/31/2022	<u>5,712.25</u>
	Total 10100 - BANK ACCOUNTS		213,048.69
Report Total			<u><u>213,048.69</u></u>

Page 1 Total

\$ 213,048.69

<u>MONTHLY PAYROLL EXPENSE</u>	
GROSS PAYROLL-July 2022	\$ 214,879.45
<u>LESS EMPLOYEE PORTION:</u>	
MEDICAL INSURANCE	1,989.06
DENTAL INSURANCE	286.28
I.M.R.F	9,958.73
<u>PLUS EMPLOYER PORTION:</u>	
I.M.R.F	18,012.79
MEDICARE/F.I.C.A.	16,380.02
TOTAL PAYROLL EXPENSE	<u><u>237,038.19</u></u>

*Minus IMRF Employer Portion Direct Debit (18,012.79)
\$ 219,025.40

\$ 219,025.40
\$ 432,074.09

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 8/1/2022 Through 8/31/2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
Mobile Beacon	44087	8/8/2022	3,480.00
Ziegler's Ace Hardware	44088	8/16/2022	403.44
ACME Concrete Raising & Repair, Inc	44089	8/16/2022	775.00
Affordable Office Interiors	44090	8/16/2022	2,065.00
American Library Association	44091	8/16/2022	258.00
SYNCB/AMAZON	44092	8/16/2022	1,906.56
Antioch Public Library District	44093	8/16/2022	25.99
AT&T	44094	8/16/2022	328.99
AT & T Mobility	44095	8/16/2022	109.77
Bibliotheca, LLC	44096	8/16/2022	38,559.00
Brodart Co.	44097	8/16/2022	181.93
CDS Office Technologies	44098	8/16/2022	755.18
Comcast	44099	8/16/2022	0.00
Comcast	44100	8/16/2022	0.00
ComEd	44101	8/16/2022	4,714.74
Creative Promotional Apparel, Inc.	44102	8/16/2022	348.56
CURRENT TECHNOLOGIES	44103	8/16/2022	31,891.06
Demco, Inc.	44104	8/16/2022	106.03
Ehlers Investment Partners, LLC	44105	8/16/2022	341.29
Elgin Key & Lock Co., Inc.	44106	8/16/2022	12.60
Garveys Office Products	44107	8/16/2022	1,111.14
GovConnection, Inc	44108	8/16/2022	2,736.04
Groot, Inc	44109	8/16/2022	118.65
Grupo De Danza Folklorica Quetzaly	44110	8/16/2022	300.00
Hall Pass	44111	8/16/2022	6.00
Hubbart Wood	44112	8/16/2022	3,000.00
Imperial Service Systems, Inc	44113	8/16/2022	225.00
INGRAM Library Services	44115	8/16/2022	7,172.45
KONE, INC	44116	8/16/2022	304.84
Midwest Tape Exchange, Inc.	44117	8/16/2022	3,322.84
NewsBank Inc.	44118	8/16/2022	5,781.00
Nicor Gas	44119	8/16/2022	106.83
Northern Kane County Chamber of Co...	44120	8/16/2022	175.00
OTC Brands, Inc.	44121	8/16/2022	336.43
Overdrive, Inc.	44122	8/16/2022	9,900.00
Paddock Publications, Inc.	44123	8/16/2022	179.40
PETERS Electric & Technology, Inc.	44124	8/16/2022	3,218.00
ProQuest LLC	44125	8/16/2022	3,875.77
Scholastic Library Publishing	44126	8/16/2022	1,573.00
Sebert Landscaping Inc.	44127	8/16/2022	573.04
Secretary of State Department of Busi...	44128	8/16/2022	5.00
Technology Management Rev Fund	44129	8/16/2022	427.50
Regents of the University of Minnesota	44130	8/16/2022	1,767.00
Village of East Dundee	44131	8/16/2022	452.90
Cardmember Service	44132	8/16/2022	2,094.03
W.T. Cox Subscriptions, Inc.	44133	8/16/2022	6,291.27
Wellness Insurance Network	44134	8/16/2022	15,291.68
MainMicro Technologies Corp.	44135	8/26/2022	5,025.00
TSYS Merchant Solutions-Omaha	DD202208-02	8/2/2022	19.12
TSYS Merchant Solutions-Omaha	DD202208-03	8/2/2022	210.65
Paylocity Payroll	DD202208-04	8/24/2022	590.69
Paylocity Payroll	DD202208-05	8/12/2022	290.08
Illinois Municipal Retirement	DD202208-07	8/9/2022	27,971.52
Illinois Municipal Retirement	DD202208-07-B	8/31/2022	20,756.82
Office of the Secretary of State of Illinois	DD202208-08	8/31/2022	9,018.50

Fox River Valley Public Library District
 Check/Voucher Register - AP & Payroll Complete
 10100 - BANK ACCOUNTS
 From 8/1/2022 Through 8/31/2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
Comcast	STMT20220805D...	8/24/2022	273.77
Comcast	STMT20220805R...	8/24/2022	171.18
	Total 10100 - BANK ACCOUNTS		220,935.28
Report Total			220,935.28

Page 1 Total

\$ 220,935.28

<u>MONTHLY PAYROLL EXPENSE</u>	
GROSS PAYROLL-August 2022	\$ 159,049.77
<u>LESS EMPLOYEE PORTION:</u>	
MEDICAL INSURANCE	1,989.06
DENTAL INSURANCE	286.28
I.M.R.F	7522.53
<u>PLUS EMPLOYER PORTION:</u>	
I.M.R.F	13,234.29
MEDICARE/F.I.C.A.	11,993.24
TOTAL PAYROLL EXPENSE	<u>174,479.43</u>
*Minus IMRF Employer Portion Direct Debit	<u>(13,234.29)</u>
	<u>\$ 161,245.14</u>

\$ 161,245.14

\$ 382,180.42

Fox River Valley Public Library District

Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report

Attachment to Exhibit A.1.e

10 - GENERAL/CORPORATE

From 7/1/2022 Through 7/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	2,003,737.84	2,003,737.84	52.34%	1,824,511.16	3,828,249.00	47.65%
43020	PPRT	25,295.94	25,295.94	31.61%	54,704.06	80,000.00	68.38%
44010	INT & DIV INCOME	5,411.33	5,411.33	180.37%	(2,411.33)	3,000.00	(80.37)%
45010	PER CAPITA GRANT	0.00	0.00	0.00%	102,273.55	102,273.55	100.00%
45020	OTHER GRANTS	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
46030	LOST & DAMAGED	634.67	634.67	12.69%	4,365.33	5,000.00	87.30%
46250	LICENSE PLATE RENEWAL INCOME	6,538.00	6,538.00	8.17%	73,462.00	80,000.00	91.82%
46400	MISCELLANEOUS INCOME	0.00	0.00	0.00%	500.00	500.00	100.00%
46450	REIMBURSEMENTS	0.00	0.00	0.00%	18,000.00	18,000.00	100.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	94.00	7.83%	1,106.00	1,200.00	92.16%
1	Dundee Library						
00	DEPARTMENT-WIDE						
46110	MEETING RM RENTAL	0.00	0.00	0.00%	50.00	50.00	100.00%
46200	PRINT/COPY REVENUE	535.05	535.05	15.28%	2,964.95	3,500.00	84.71%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	1.50	1.50	3.00%	48.50	50.00	97.00%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
46200	PRINT/COPY REVENUE	20.25	20.25	4.05%	479.75	500.00	95.95%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	0.00	0.00%	50.00	50.00	100.00%
	Total REVENUES	<u>2,042,268.58</u>	<u>2,042,268.58</u>	<u>49.42%</u>	<u>2,090,103.97</u>	<u>4,132,372.55</u>	<u>50.58%</u>
	Total Revenues	<u>2,042,268.58</u>	<u>2,042,268.58</u>	<u>49.42%</u>	<u>2,090,103.97</u>	<u>4,132,372.55</u>	<u>50.58%</u>
	Expenditures						
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
70000	TRANSFER OUT	<u>200,000.00</u>	<u>200,000.00</u>	<u>0.00%</u>	<u>(200,000.00)</u>	<u>0.00</u>	<u>0.00%</u>
	Total TRANSFERS BETWEEN FUNDS	<u>200,000.00</u>	<u>200,000.00</u>	<u>0.00%</u>	<u>(200,000.00)</u>	<u>0.00</u>	<u>0.00%</u>
15	PERSONNEL SERVICES/BENEFITS						
0	District Wide						

Fox River Valley Public Library District

Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report

Attachment to Exhibit A.1.e

10 - GENERAL/CORPORATE

From 7/1/2022 Through 7/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	12,912.84	12,912.84	5.47%	223,087.16	236,000.00	94.52%
52121	IMRF	0.00	0.00	0.00%	205,000.00	205,000.00	100.00%
52122	REIMBURSED INS	94.00	94.00	7.83%	1,106.00	1,200.00	92.16%
52160	TUITION REIMB	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
52212	FICA / MEDICARE	11,060.83	11,060.83	6.58%	156,939.17	168,000.00	93.41%
05	ADMINISTRATION						
52100	SALARIES	25,895.58	25,895.58	5.54%	441,390.42	467,286.00	94.45%
40	PUBLIC RELATIONS						
52100	SALARIES	7,674.23	7,674.23	5.07%	143,525.77	151,200.00	94.92%
50	IT / NETWORK						
52100	SALARIES	8,410.72	8,410.72	7.39%	105,322.28	113,733.00	92.60%
60	PATS						
52100	SALARIES	9,798.78	9,798.78	7.24%	125,472.22	135,271.00	92.75%
90	FACILITIES						
52100	SALARIES	8,712.16	8,712.16	5.21%	158,284.84	166,997.00	94.78%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	29,368.24	29,368.24	6.59%	415,871.76	445,240.00	93.40%
20	YOUTH SERVICES						
52100	SALARIES	18,150.63	18,150.63	6.41%	264,993.37	283,144.00	93.58%
70	ACCOUNT SERVICES						
52100	SALARIES	21,444.78	21,444.78	6.92%	288,259.22	309,704.00	93.07%
75	SHELVERS						
52100	SALARIES	444.00	444.00	0.00%	(444.00)	0.00	0.00%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	15,824.53	15,824.53	6.75%	218,505.47	234,330.00	93.24%
	Total PERSONNEL SERVICES/BENEFITS	169,791.32	169,791.32	5.80%	2,757,313.68	2,927,105.00	94.20%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	2,203.71	2,203.71	22.03%	7,796.29	10,000.00	77.96%
61500	DATABASES	23,128.00	23,128.00	40.04%	34,625.00	57,753.00	59.95%
61510	EBOOKS	37,183.69	37,183.69	64.44%	20,516.31	57,700.00	35.55%
61520	DOWNLOADABLE MEDIA	0.00	0.00	0.00%	33,275.00	33,275.00	100.00%
61540	HOTSPOTS	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
64100	PROC FEES BOOKS	139.10	139.10	3.47%	3,860.90	4,000.00	96.52%
64200	PROC FEES AV	223.70	223.70	2.79%	7,776.30	8,000.00	97.20%
64500	ONLINE ORDERING FEE	0.00	0.00	0.00%	700.00	700.00	100.00%

Fox River Valley Public Library District

Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report

Attachment to Exhibit A.1.e

10 - GENERAL/CORPORATE

From 7/1/2022 Through 7/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
05	ADMINISTRATION						
61120	BOOKS NF	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
61200	PERIODICALS	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	0.00	0.00	0.00%	4,500.00	4,500.00	100.00%
61600	VIDEOGAMES	0.00	0.00	0.00%	17,000.00	17,000.00	100.00%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	2,624.14	2,624.14	8.20%	29,375.86	32,000.00	91.79%
61111	BOOKS LARGE TYPE	259.18	259.18	6.47%	3,740.82	4,000.00	93.52%
61120	BOOKS NF	68.75	68.75	0.42%	15,931.25	16,000.00	99.57%
61130	BOOKS SPANISH	119.85	119.85	2.99%	3,880.15	4,000.00	97.00%
61140	GRAPHIC NOVELS	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
61330	AUDIOBOOKS	416.90	416.90	5.95%	6,583.10	7,000.00	94.04%
61350	MUSIC	134.58	134.58	3.36%	3,865.42	4,000.00	96.63%
61400	DVD	539.00	539.00	4.40%	11,711.00	12,250.00	95.60%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
15	TEEN						
61100	BOOKS	440.20	440.20	5.50%	7,559.80	8,000.00	94.49%
61130	BOOKS SPANISH	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
61330	AUDIOBOOKS	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
20	YOUTH SERVICES						
61100	BOOKS	0.00	0.00	0.00%	45,000.00	45,000.00	100.00%
61130	BOOKS SPANISH	117.63	117.63	1.47%	7,882.37	8,000.00	98.52%
61330	AUDIOBOOKS	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
61350	MUSIC	0.00	0.00	0.00%	500.00	500.00	100.00%
61400	DVD	11.24	11.24	0.22%	4,988.76	5,000.00	99.77%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	3,500.00	3,500.00	100.00%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
61600	VIDEOGAMES	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	919.93	919.93	9.19%	9,080.07	10,000.00	90.80%
61120	BOOKS NF	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
61400	DVD	251.87	251.87	3.35%	7,248.13	7,500.00	96.64%
15	TEEN						
61100	BOOKS	10.16	10.16	0.33%	2,989.84	3,000.00	99.66%
61330	AUDIOBOOKS	0.00	0.00	0.00%	250.00	250.00	100.00%

Fox River Valley Public Library District

Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report

Attachment to Exhibit A.1.e

10 - GENERAL/CORPORATE

From 7/1/2022 Through 7/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
20	YOUTH SERVICES						
61100	BOOKS	71.70	71.70	0.51%	13,928.30	14,000.00	99.48%
61130	BOOKS SPANISH	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
61400	DVD	11.24	11.24	0.37%	2,988.76	3,000.00	99.62%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	500.00	500.00	100.00%
	Total LIBRARY MATERIALS	68,874.57	68,874.57	16.54%	347,553.43	416,428.00	83.46%
51	LIBRARY OPERATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
52123	WORKERS COMP	1,950.00	1,950.00	25.00%	5,850.00	7,800.00	75.00%
52124	UNEMPLOYMENT INS	1,679.56	1,679.56	16.79%	8,320.44	10,000.00	83.20%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	6,700.00	6,700.00	100.00%
70800	POSTAGE	460.98	460.98	15.36%	2,539.02	3,000.00	84.63%
70900	SUPPLIES	1,068.74	1,068.74	8.22%	11,931.26	13,000.00	91.77%
73225	PUBLIC LIABILITY INS	0.00	0.00	0.00%	40,000.00	40,000.00	100.00%
73230	TRANSPORTATION REIMBURSEMENT	1.25	1.25	0.02%	4,998.75	5,000.00	99.97%
73240	BOARD EXPENSES	375.00	375.00	15.00%	2,125.00	2,500.00	85.00%
73241	LEGAL NOTICES FEES	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73242	MEMBERSHIPS	300.00	300.00	10.34%	2,600.00	2,900.00	89.65%
73245	BACKGROUND CHECK FEES	9.00	9.00	2.25%	391.00	400.00	97.75%
73250	BANK CHARGES	220.84	220.84	7.36%	2,779.16	3,000.00	92.63%
73255	INVESTMENT FEES	330.04	330.04	5.50%	5,669.96	6,000.00	94.49%
73260	LOST & PAID FORWARDING	0.00	0.00	0.00%	500.00	500.00	100.00%
73280	COST OF ITEMS SOLD	0.00	0.00	0.00%	500.00	500.00	100.00%
73281	TAX EXPENSE	0.00	0.00	0.00%	150.00	150.00	100.00%
73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	5,712.25	5,712.25	7.61%	69,287.75	75,000.00	92.38%
73283	LICENSE PLATE S&SLT FEES	0.00	0.00	0.00%	625.00	625.00	100.00%
73285	REIMBURSED PURCHASES	3,000.00	3,000.00	16.66%	15,000.00	18,000.00	83.33%
73290	HOSPITALITY	0.00	0.00	0.00%	3,500.00	3,500.00	100.00%
73295	MEETING EXPENSE	300.34	300.34	30.03%	699.66	1,000.00	69.96%
76500	CASH UNDER	0.00	0.00	0.00%	249.50	249.50	100.00%
79990	CONTINGENT EXPENSES	1,510.00	1,510.00	50.33%	1,490.00	3,000.00	49.66%
05	ADMINISTRATION						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	5,500.00	5,500.00	100.00%

Fox River Valley Public Library District

Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report

Attachment to Exhibit A.1.e

10 - GENERAL/CORPORATE

From 7/1/2022 Through 7/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
52150	DIRECTOR'S CONF	100.00	100.00	2.85%	3,400.00	3,500.00	97.14%
73242	MEMBERSHIPS	593.00	593.00	22.20%	2,077.00	2,670.00	77.79%
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	365.95	365.95	18.29%	1,634.05	2,000.00	81.70%
30	PUBLIC SERVICE						
70900	SUPPLIES	401.14	401.14	5.73%	6,598.86	7,000.00	94.26%
40	PUBLIC RELATIONS						
52130	STAFF DEVELOPMENT	475.00	475.00	47.50%	525.00	1,000.00	52.50%
73242	MEMBERSHIPS	0.00	0.00	0.00%	150.00	150.00	100.00%
50	IT / NETWORK						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	290.00	290.00	100.00%
60	PATS						
73242	MEMBERSHIPS	0.00	0.00	0.00%	150.00	150.00	100.00%
90	FACILITIES						
70900	SUPPLIES	19.98	19.98	0.19%	9,980.02	10,000.00	99.80%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	616.26	616.26	8.80%	6,383.74	7,000.00	91.19%
73520	PLANT OPERATION	1,900.00	1,900.00	9.50%	18,100.00	20,000.00	90.50%
10	ADULT & TEEN SERVICES						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
73242	MEMBERSHIPS	50.00	50.00	3.87%	1,240.00	1,290.00	96.12%
20	YOUTH SERVICES						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
70	ACCOUNT SERVICES						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	300.00	300.00	100.00%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	80.30	80.30	8.03%	919.70	1,000.00	91.97%
73505	RENT EXPENSE	5,407.50	5,407.50	8.33%	59,482.50	64,890.00	91.66%
80	RANDALL OAKS						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	425.00	425.00	100.00%
	Total LIBRARY OPERATIONS	26,927.13	26,927.13	7.73%	321,562.37	348,489.50	92.27%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						

Fox River Valley Public Library District

Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report

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10 - GENERAL/CORPORATE

From 7/1/2022 Through 7/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
70800	POSTAGE	2,500.00	2,500.00	22.72%	8,500.00	11,000.00	77.27%
70900	SUPPLIES	608.70	608.70	10.14%	5,391.30	6,000.00	89.85%
73010	NEWSLETTER	0.00	0.00	0.00%	27,000.00	27,000.00	100.00%
73020	OUTSIDE PRINTING	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
73290	HOSPITALITY	0.00	0.00	0.00%	200.00	200.00	100.00%
	Total PUBLIC RELATIONS	3,108.70	3,108.70	6.80%	42,591.30	45,700.00	93.20%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73150	PERFORMERS	0.00	0.00	0.00%	4,500.00	4,500.00	100.00%
73151	SUMMER READING	1,499.20	1,499.20	9.37%	14,500.80	16,000.00	90.63%
73152	WINTER READING	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
73153	MISC READING CHALLENGES	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
73155	LICENSING	0.00	0.00	0.00%	1,700.00	1,700.00	100.00%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	352.50	352.50	6.71%	4,897.50	5,250.00	93.28%
15	TEEN						
70900	SUPPLIES	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73150	PERFORMERS	0.00	0.00	0.00%	500.00	500.00	100.00%
20	YOUTH SERVICES						
70900	SUPPLIES	195.43	195.43	1.50%	12,804.57	13,000.00	98.49%
73150	PERFORMERS	0.00	0.00	0.00%	4,000.00	4,000.00	100.00%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	336.43	336.43	16.82%	1,663.57	2,000.00	83.17%
	Total GENERAL PROGRAMMING	2,383.56	2,383.56	4.22%	54,066.44	56,450.00	95.78%
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
73320	CCS SHARED COST	15,271.76	15,271.76	23.97%	48,428.24	63,700.00	76.02%
73330	CONSULTING - COMPUTER SERVICES	0.00	0.00	0.00%	15,000.00	15,000.00	100.00%
73340	SOFTWARE	90.00	90.00	0.27%	32,410.00	32,500.00	99.72%
73350	INTERNET LINES	756.65	756.65	7.64%	9,143.35	9,900.00	92.35%
1	Dundee Library						
00	DEPARTMENT-WIDE						

Fox River Valley Public Library District

Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report

Attachment to Exhibit A.1.e

10 - GENERAL/CORPORATE

From 7/1/2022 Through 7/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining	
2	73350	INTERNET LINES	237.46	237.46	9.89%	2,162.54	2,400.00	90.10%
	00	Randall Oaks DEPARTMENT-WIDE						
	73350	INTERNET LINES	210.89	210.89	8.78%	2,189.11	2,400.00	91.21%
		Total COMPUTER	16,566.76	16,566.76	12.90%	111,833.24	128,400.00	87.10%
55		PROFESSIONAL FEES						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	73246	PAYROLL SERVICE	1,178.30	1,178.30	7.85%	13,821.70	15,000.00	92.14%
	73410	LEGAL FEES	900.00	900.00	9.00%	9,100.00	10,000.00	91.00%
	73420	AUDIT EXPENSE	0.00	0.00	0.00%	10,400.00	10,400.00	100.00%
		Total PROFESSIONAL FEES	2,078.30	2,078.30	5.87%	33,321.70	35,400.00	94.13%
61		MAINTENANCE						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	690.00	690.00	3.28%	20,310.00	21,000.00	96.71%
	73310	CATALOGING - COMPUTER SERVICE	2,168.69	2,168.69	26.99%	5,863.81	8,032.50	73.00%
	73530	EQUIPMENT MAINT	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
	73640	FUEL	213.54	213.54	10.67%	1,786.46	2,000.00	89.32%
	79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
1		Dundee Library						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	0.00	0.00%	22,687.00	22,687.00	100.00%
	73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	30,000.00	30,000.00	100.00%
	73530	EQUIPMENT MAINT	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
	73540	CONTRACTS: BUILDING MAINTENANCE	1,201.43	1,201.43	2.40%	48,798.57	50,000.00	97.59%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	0.00	0.00%	14,072.00	14,072.00	100.00%
	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%	500.00	500.00	100.00%
		Total MAINTENANCE	4,273.66	4,273.66	2.80%	148,517.84	152,791.50	97.20%
65		UTILITIES						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	127.82	127.82	85.21%	22.18	150.00	14.78%
1		Dundee Library						

Fox River Valley Public Library District

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Attachment to Exhibit A.1.e

10 - GENERAL/CORPORATE

From 7/1/2022 Through 7/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	907.20	907.20	6.23%	13,642.80	14,550.00	93.76%
73610	ELECTRICITY	4,714.74	4,714.74	10.03%	42,285.26	47,000.00	89.96%
73620	WATER AND SEWER	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
73630	GAS	110.29	110.29	2.20%	4,889.71	5,000.00	97.79%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	89.25	89.25	3.57%	2,410.75	2,500.00	96.43%
	Total UTILITIES	5,949.30	5,949.30	8.02%	68,250.70	74,200.00	91.98%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	11,000.00	11,000.00	100.00%
73300	COMPUTER EQUIPMENT	0.00	0.00	0.00%	17,300.00	17,300.00	100.00%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	17,000.00	17,000.00	100.00%
20	YOUTH SERVICES						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	8,275.00	8,275.00	100.00%
	Total CAPITAL EXPENSE	0.00	0.00	0.00%	53,575.00	53,575.00	100.00%
	Total Expenditures	499,953.30	499,953.30	11.80%	3,738,585.70	4,238,539.00	88.20%
	Net Increase(Decrease) in Fund Balance	1,542,315.28	1,542,315.28	(1,452.73)%	(1,648,481.73)	(106,166.45)	1,552.73%

Fox River Valley Public Library District

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Attachment to Exhibit A.1.e

70 - CAPITAL PROJECTS/SPECIAL RESERVE

From 7/1/2022 Through 7/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	1,956.81	1,956.81	4.34%	43,043.19	45,000.00	95.65%
	Total REVENUES	1,956.81	1,956.81	4.35%	43,043.19	45,000.00	95.65%
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
40000	TRANSFER IN	200,000.00	200,000.00	0.00%	(200,000.00)	0.00	0.00%
	Total TRANSFERS BETWEEN FUNDS	200,000.00	200,000.00	0.00%	(200,000.00)	0.00	0.00%
	Total Revenues	201,956.81	201,956.81	448.79%	(156,956.81)	45,000.00	(348.79)%
Expenditures							
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	8,593.26	8,593.26	15.91%	45,406.74	54,000.00	84.08%
73340	SOFTWARE	0.00	0.00	0.00%	4,000.00	4,000.00	100.00%
	Total COMPUTER	8,593.26	8,593.26	14.82%	49,406.74	58,000.00	85.18%
61	MAINTENANCE						
1	Dundee Library						
00	DEPARTMENT-WIDE						
73500	BUILDING REPAIRS AND MAINTENANCE	4,378.00	4,378.00	0.84%	515,622.00	520,000.00	99.15%
	Total MAINTENANCE	4,378.00	4,378.00	0.84%	515,622.00	520,000.00	99.16%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	35,000.00	35,000.00	100.00%
73430	OTHER PROF FEES	0.00	0.00	0.00%	150,000.00	150,000.00	100.00%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	114,854.00	114,854.00	100.00%
	Total CAPITAL EXPENSE	0.00	0.00	0.00%	299,854.00	299,854.00	100.00%
	Total Expenditures	12,971.26	12,971.26	1.48%	864,882.74	877,854.00	98.52%
	Net Increase(Decrease) in Fund Balance	188,985.55	188,985.55	(22.69)%	(1,021,839.55)	(832,854.00)	122.69%

Fox River Valley Public Library District

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Attachment to Exhibit A.1.e

80 - WORKING CASH

From 7/1/2022 Through 7/31/2022

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2223 Percent Used</u>	<u>FY2223 \$ Remaining</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY2223 Percent Total Budget Remaining</u>
Revenues						
00 REVENUES						
0 District Wide						
00 DEPARTMENT-WIDE						
44010 INT & DIV INCOME	<u>102.70</u>	<u>102.70</u>	2.93%	<u>3,397.30</u>	<u>3,500.00</u>	<u>97.06%</u>
Total REVENUES	<u>102.70</u>	<u>102.70</u>	2.93%	<u>3,397.30</u>	<u>3,500.00</u>	<u>97.07%</u>
Total Revenues	<u>102.70</u>	<u>102.70</u>	2.93%	<u>3,397.30</u>	<u>3,500.00</u>	<u>97.07%</u>
Net Increase(Decrease) in Fund Balance	<u>102.70</u>	<u>102.70</u>	2.93%	<u>3,397.30</u>	<u>3,500.00</u>	<u>97.06%</u>

Fox River Valley Public Library District

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90 - DONATION / GIFT

From 7/1/2022 Through 7/31/2022

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2223 Percent Used</u>	<u>FY2223 \$ Remaining</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY2223 Percent Total Budget Remaining</u>
Revenues						
00 REVENUES						
0 District Wide						
00 DEPARTMENT-WIDE						
44010 INT & DIV INCOME	165.65	165.65	2.76%	5,834.35	6,000.00	97.23%
49010 MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
Total REVENUES	<u>165.65</u>	<u>165.65</u>	<u>1.51%</u>	<u>10,834.35</u>	<u>11,000.00</u>	<u>98.49%</u>
Total Revenues	<u>165.65</u>	<u>165.65</u>	<u>1.51%</u>	<u>10,834.35</u>	<u>11,000.00</u>	<u>98.49%</u>
Net Increase(Decrease) in Fund Balance	<u>165.65</u>	<u>165.65</u>	<u>1.50%</u>	<u>10,834.35</u>	<u>11,000.00</u>	<u>98.49%</u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 8/1/2022 Through 8/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	41,532.33	2,045,270.17	53.42%	1,782,978.83	3,828,249.00	46.57%
43020	PPRT	2,888.03	28,183.97	35.22%	51,816.03	80,000.00	64.77%
44010	INT & DIV INCOME	7,466.60	12,877.93	429.26%	(9,877.93)	3,000.00	(329.26)%
45010	PER CAPITA GRANT	0.00	0.00	0.00%	102,273.55	102,273.55	100.00%
45020	OTHER GRANTS	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
46030	LOST & DAMAGED	39.45	674.12	13.48%	4,325.88	5,000.00	86.51%
46250	LICENSE PLATE RENEWAL INCOME	951.00	7,489.00	9.36%	72,511.00	80,000.00	90.63%
46400	MISCELLANEOUS INCOME	62.58	62.58	12.51%	437.42	500.00	87.48%
46450	REIMBURSEMENTS	0.00	0.00	0.00%	18,000.00	18,000.00	100.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	188.00	15.66%	1,012.00	1,200.00	84.33%
1	Dundee Library						
00	DEPARTMENT-WIDE						
46110	MEETING RM RENTAL	0.00	0.00	0.00%	50.00	50.00	100.00%
46200	PRINT/COPY REVENUE	241.00	776.05	22.17%	2,723.95	3,500.00	77.82%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	6.00	7.50	15.00%	42.50	50.00	85.00%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
46200	PRINT/COPY REVENUE	12.55	32.80	6.56%	467.20	500.00	93.44%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	1.50	1.50	3.00%	48.50	50.00	97.00%
	Total REVENUES	<u>53,295.04</u>	<u>2,095,563.62</u>	<u>50.71%</u>	<u>2,036,808.93</u>	<u>4,132,372.55</u>	49.29%
	Total Revenues	<u>53,295.04</u>	<u>2,095,563.62</u>	<u>50.71%</u>	<u>2,036,808.93</u>	<u>4,132,372.55</u>	49.29%
	Expenditures						
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
70000	TRANSFER OUT	<u>0.00</u>	<u>200,000.00</u>	<u>0.00%</u>	<u>(200,000.00)</u>	<u>0.00</u>	0.00%
	Total TRANSFERS BETWEEN FUNDS	<u>0.00</u>	<u>200,000.00</u>	<u>0.00%</u>	<u>(200,000.00)</u>	<u>0.00</u>	0.00%
15	PERSONNEL SERVICES/BENEFITS						

Fox River Valley Public Library District
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10 - GENERAL/CORPORATE
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		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
0	District Wide						
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	12,922.34	25,835.18	10.94%	210,164.82	236,000.00	89.05%
52121	IMRF	31,248.08	31,248.08	15.24%	173,751.92	205,000.00	84.75%
52122	REIMBURSED INS	94.00	188.00	15.66%	1,012.00	1,200.00	84.33%
52160	TUITION REIMB	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
52212	FICA / MEDICARE	11,993.24	23,054.07	13.72%	144,945.93	168,000.00	86.27%
05	ADMINISTRATION						
52100	SALARIES	32,026.92	57,922.50	12.39%	409,363.50	467,286.00	87.60%
40	PUBLIC RELATIONS						
52100	SALARIES	8,110.76	15,784.99	10.43%	135,415.01	151,200.00	89.56%
50	IT / NETWORK						
52100	SALARIES	8,770.73	17,181.45	15.10%	96,551.55	113,733.00	84.89%
60	PATS						
52100	SALARIES	10,199.77	19,998.55	14.78%	115,272.45	135,271.00	85.21%
90	FACILITIES						
52100	SALARIES	8,706.90	17,419.06	10.43%	149,577.94	166,997.00	89.56%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	30,615.97	59,984.21	13.47%	385,255.79	445,240.00	86.52%
20	YOUTH SERVICES						
52100	SALARIES	20,469.30	38,619.93	13.63%	244,524.07	283,144.00	86.36%
70	ACCOUNT SERVICES						
52100	SALARIES	23,336.54	44,781.32	14.45%	264,922.68	309,704.00	85.54%
75	SHELVERS						
52100	SALARIES	0.00	444.00	0.00%	(444.00)	0.00	0.00%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	16,812.88	32,637.41	13.92%	201,692.59	234,330.00	86.07%
	Total PERSONNEL SERVICES/BENEFITS	215,307.43	385,098.75	13.16%	2,542,006.25	2,927,105.00	86.84%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	970.86	3,174.57	31.74%	6,825.43	10,000.00	68.25%
61500	DATABASES	3,875.77	27,003.77	46.75%	30,749.23	57,753.00	53.24%
61510	EBOOKS	1,565.97	38,749.66	67.15%	18,950.34	57,700.00	32.84%
61520	DOWNLOADABLE MEDIA	1,939.00	3,777.69	11.35%	29,497.31	33,275.00	88.64%
61540	HOTSPOTS	3,480.00	3,480.00	34.80%	6,520.00	10,000.00	65.20%
64100	PROC FEES BOOKS	325.37	464.47	11.61%	3,535.53	4,000.00	88.38%

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		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
64200	PROC FEES AV	613.70	837.40	10.46%	7,162.60	8,000.00	89.53%
64500	ONLINE ORDERING FEE	0.00	0.00	0.00%	700.00	700.00	100.00%
05	ADMINISTRATION						
61120	BOOKS NF	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
61200	PERIODICALS	1,622.88	1,622.88	81.14%	377.12	2,000.00	18.85%
1	Dundee Library						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	3,187.43	3,187.43	70.83%	1,312.57	4,500.00	29.16%
61600	VIDEOGAMES	0.00	0.00	0.00%	17,000.00	17,000.00	100.00%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	2,294.43	4,918.57	15.37%	27,081.43	32,000.00	84.62%
61111	BOOKS LARGE TYPE	209.74	468.92	11.72%	3,531.08	4,000.00	88.27%
61120	BOOKS NF	431.95	500.70	3.12%	15,499.30	16,000.00	96.87%
61130	BOOKS SPANISH	0.00	119.85	2.99%	3,880.15	4,000.00	97.00%
61140	GRAPHIC NOVELS	1,113.52	1,113.52	44.54%	1,386.48	2,500.00	55.45%
61330	AUDIOBOOKS	536.88	953.78	13.62%	6,046.22	7,000.00	86.37%
61350	MUSIC	324.49	459.07	11.47%	3,540.93	4,000.00	88.52%
61400	DVD	1,246.05	1,785.05	14.57%	10,464.95	12,250.00	85.42%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
15	TEEN						
61100	BOOKS	466.27	906.47	11.33%	7,093.53	8,000.00	88.66%
61130	BOOKS SPANISH	38.64	38.64	1.93%	1,961.36	2,000.00	98.06%
61330	AUDIOBOOKS	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
20	YOUTH SERVICES						
61100	BOOKS	3,753.77	3,753.77	8.34%	41,246.23	45,000.00	91.65%
61130	BOOKS SPANISH	183.92	301.55	3.76%	7,698.45	8,000.00	96.23%
61330	AUDIOBOOKS	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
61350	MUSIC	0.00	0.00	0.00%	500.00	500.00	100.00%
61400	DVD	371.11	382.35	7.64%	4,617.65	5,000.00	92.35%
61700	NONTRADITIONAL MATERIALS	1,230.99	1,230.99	35.17%	2,269.01	3,500.00	64.82%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	1,497.44	1,497.44	99.82%	2.56	1,500.00	0.17%
61600	VIDEOGAMES	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	800.32	1,720.25	17.20%	8,279.75	10,000.00	82.79%
61120	BOOKS NF	65.73	65.73	2.19%	2,934.27	3,000.00	97.80%
61400	DVD	502.98	754.85	10.06%	6,745.15	7,500.00	89.93%

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10 - GENERAL/CORPORATE
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		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
15	TEEN						
61100	BOOKS	315.40	325.56	10.85%	2,674.44	3,000.00	89.14%
61330	AUDIOBOOKS	0.00	0.00	0.00%	250.00	250.00	100.00%
20	YOUTH SERVICES						
61100	BOOKS	1,276.94	1,348.64	9.63%	12,651.36	14,000.00	90.36%
61130	BOOKS SPANISH	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
61400	DVD	155.18	166.42	5.54%	2,833.58	3,000.00	94.45%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00%	500.00	500.00	100.00%
	Total LIBRARY MATERIALS	34,396.73	105,109.99	25.24%	311,318.01	416,428.00	74.76%
51	LIBRARY OPERATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
52123	WORKERS COMP	0.00	1,950.00	25.00%	5,850.00	7,800.00	75.00%
52124	UNEMPLOYMENT INS	0.00	1,679.56	16.79%	8,320.44	10,000.00	83.20%
52130	STAFF DEVELOPMENT	400.00	400.00	5.97%	6,300.00	6,700.00	94.02%
70800	POSTAGE	22.59	483.57	16.11%	2,516.43	3,000.00	83.88%
70900	SUPPLIES	1,064.52	2,133.26	16.40%	10,866.74	13,000.00	83.59%
73225	PUBLIC LIABILITY INS	0.00	0.00	0.00%	40,000.00	40,000.00	100.00%
73230	TRANSPORTATION REIMBURSEMENT	23.62	24.87	0.49%	4,975.13	5,000.00	99.50%
73240	BOARD EXPENSES	0.00	375.00	15.00%	2,125.00	2,500.00	85.00%
73241	LEGAL NOTICES FEES	179.40	179.40	8.97%	1,820.60	2,000.00	91.03%
73242	MEMBERSHIPS	0.00	300.00	10.34%	2,600.00	2,900.00	89.65%
73245	BACKGROUND CHECK FEES	6.00	15.00	3.75%	385.00	400.00	96.25%
73250	BANK CHARGES	229.77	450.61	15.02%	2,549.39	3,000.00	84.97%
73255	INVESTMENT FEES	341.29	671.33	11.18%	5,328.67	6,000.00	88.81%
73260	LOST & PAID FORWARDING	0.00	0.00	0.00%	500.00	500.00	100.00%
73280	COST OF ITEMS SOLD	0.00	0.00	0.00%	500.00	500.00	100.00%
73281	TAX EXPENSE	0.00	0.00	0.00%	150.00	150.00	100.00%
73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	9,018.50	14,730.75	19.64%	60,269.25	75,000.00	80.35%
73283	LICENSE PLATE S&SLT FEES	0.00	0.00	0.00%	625.00	625.00	100.00%
73285	REIMBURSED PURCHASES	0.00	3,000.00	16.66%	15,000.00	18,000.00	83.33%
73290	HOSPITALITY	20.11	20.11	0.57%	3,479.89	3,500.00	99.42%
73295	MEETING EXPENSE	138.52	438.86	43.88%	561.14	1,000.00	56.11%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 8/1/2022 Through 8/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
76500	CASH UNDER	0.00	0.00	0.00%	249.50	249.50	100.00%
79990	CONTINGENT EXPENSES	0.00	1,510.00	50.33%	1,490.00	3,000.00	49.66%
05	ADMINISTRATION						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	5,500.00	5,500.00	100.00%
52150	DIRECTOR'S CONF	0.00	100.00	2.85%	3,400.00	3,500.00	97.14%
73242	MEMBERSHIPS	258.00	851.00	31.87%	1,819.00	2,670.00	68.12%
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	(100.00)	265.95	13.29%	1,734.05	2,000.00	86.70%
30	PUBLIC SERVICE						
70900	SUPPLIES	98.67	499.81	7.14%	6,500.19	7,000.00	92.85%
40	PUBLIC RELATIONS						
52130	STAFF DEVELOPMENT	0.00	475.00	47.50%	525.00	1,000.00	52.50%
73242	MEMBERSHIPS	0.00	0.00	0.00%	150.00	150.00	100.00%
50	IT / NETWORK						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	290.00	290.00	100.00%
60	PATS						
73242	MEMBERSHIPS	150.00	150.00	100.00%	0.00	150.00	0.00%
90	FACILITIES						
70900	SUPPLIES	535.95	555.93	5.55%	9,444.07	10,000.00	94.44%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	688.94	1,305.20	18.64%	5,694.80	7,000.00	81.35%
73520	PLANT OPERATION	641.04	2,541.04	12.70%	17,458.96	20,000.00	87.29%
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	50.00	3.87%	1,240.00	1,290.00	96.12%
20	YOUTH SERVICES						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
70	ACCOUNT SERVICES						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	300.00	300.00	100.00%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	66.24	146.54	14.65%	853.46	1,000.00	85.34%
73505	RENT EXPENSE	5,407.50	10,815.00	16.66%	54,075.00	64,890.00	83.33%
80	RANDALL OAKS						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	425.00	425.00	100.00%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 8/1/2022 Through 8/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
	Total LIBRARY OPERATIONS	19,190.66	46,117.79	13.23%	302,371.71	348,489.50	86.77%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	0.00	2,500.00	22.72%	8,500.00	11,000.00	77.27%
70900	SUPPLIES	2,878.44	3,487.14	58.11%	2,512.86	6,000.00	41.88%
73010	NEWSLETTER	0.00	0.00	0.00%	27,000.00	27,000.00	100.00%
73020	OUTSIDE PRINTING	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
73290	HOSPITALITY	0.00	0.00	0.00%	200.00	200.00	100.00%
	Total PUBLIC RELATIONS	2,878.44	5,987.14	13.10%	39,712.86	45,700.00	86.90%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73150	PERFORMERS	0.00	0.00	0.00%	4,500.00	4,500.00	100.00%
73151	SUMMER READING	0.00	1,499.20	9.37%	14,500.80	16,000.00	90.63%
73152	WINTER READING	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
73153	MISC READING CHALLENGES	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
73155	LICENSING	0.00	0.00	0.00%	1,700.00	1,700.00	100.00%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	545.37	897.87	17.10%	4,352.13	5,250.00	82.89%
15	TEEN						
70900	SUPPLIES	165.07	165.07	8.25%	1,834.93	2,000.00	91.74%
73150	PERFORMERS	0.00	0.00	0.00%	500.00	500.00	100.00%
20	YOUTH SERVICES						
70900	SUPPLIES	829.74	1,025.17	7.88%	11,974.83	13,000.00	92.11%
73150	PERFORMERS	300.00	300.00	7.50%	3,700.00	4,000.00	92.50%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	243.03	579.46	28.97%	1,420.54	2,000.00	71.02%
	Total GENERAL PROGRAMMING	2,083.21	4,466.77	7.91%	51,983.23	56,450.00	92.09%
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	451.40	451.40	18.05%	2,048.60	2,500.00	81.94%
73320	CCS SHARED COST	0.00	15,271.76	23.97%	48,428.24	63,700.00	76.02%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 8/1/2022 Through 8/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
73330	CONSULTING - COMPUTER SERVICES	0.00	0.00	0.00%	15,000.00	15,000.00	100.00%
73340	SOFTWARE	1,769.99	1,859.99	5.72%	30,640.01	32,500.00	94.27%
73350	INTERNET LINES	328.99	1,085.64	10.96%	8,814.36	9,900.00	89.03%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	437.54	675.00	28.12%	1,725.00	2,400.00	71.87%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	382.36	593.25	24.71%	1,806.75	2,400.00	75.28%
	Total COMPUTER	3,370.28	19,937.04	15.53%	108,462.96	128,400.00	84.47%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73246	PAYROLL SERVICE	880.77	2,059.07	13.72%	12,940.93	15,000.00	86.27%
73410	LEGAL FEES	0.00	900.00	9.00%	9,100.00	10,000.00	91.00%
73420	AUDIT EXPENSE	6,900.00	6,900.00	66.34%	3,500.00	10,400.00	33.65%
	Total PROFESSIONAL FEES	7,780.77	9,859.07	27.85%	25,540.93	35,400.00	72.15%
61	MAINTENANCE						
0	District Wide						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	7,419.00	8,109.00	38.61%	12,891.00	21,000.00	61.38%
73310	CATALOGING - COMPUTER SERVICE	0.00	2,168.69	26.99%	5,863.81	8,032.50	73.00%
73530	EQUIPMENT MAINT	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
73640	FUEL	164.73	378.27	18.91%	1,621.73	2,000.00	81.08%
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	22,687.00	22,687.00	100.00%	0.00	22,687.00	0.00%
73500	BUILDING REPAIRS AND MAINTENANCE	3,993.00	3,993.00	13.31%	26,007.00	30,000.00	86.69%
73530	EQUIPMENT MAINT	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73540	CONTRACTS: BUILDING MAINTENANCE	996.53	2,197.96	4.39%	47,802.04	50,000.00	95.60%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	14,072.00	14,072.00	100.00%	0.00	14,072.00	0.00%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	500.00	500.00	100.00%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 8/1/2022 Through 8/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
73530	EQUIPMENT MAINT	0.00	0.00	0.00%	500.00	500.00	100.00%
	Total MAINTENANCE	49,332.26	53,605.92	35.08%	99,185.58	152,791.50	64.92%
65	UTILITIES						
0	District Wide						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	109.77	237.59	158.39%	(87.59)	150.00	(58.39)%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	150.00	1,057.20	7.26%	13,492.80	14,550.00	92.73%
73610	ELECTRICITY	5,105.07	9,819.81	20.89%	37,180.19	47,000.00	79.10%
73620	WATER AND SEWER	452.90	452.90	9.05%	4,547.10	5,000.00	90.94%
73630	GAS	106.83	217.12	4.34%	4,782.88	5,000.00	95.65%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	0.00	89.25	3.57%	2,410.75	2,500.00	96.43%
	Total UTILITIES	5,924.57	11,873.87	16.00%	62,326.13	74,200.00	84.00%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	11,000.00	11,000.00	100.00%
73300	COMPUTER EQUIPMENT	0.00	0.00	0.00%	17,300.00	17,300.00	100.00%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	17,000.00	17,000.00	100.00%
20	YOUTH SERVICES						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	8,275.00	8,275.00	100.00%
	Total CAPITAL EXPENSE	0.00	0.00	0.00%	53,575.00	53,575.00	100.00%
	Total Expenditures	340,264.35	842,056.34	19.87%	3,396,482.66	4,238,539.00	80.13%
	Net Increase(Decrease) in Fund Balance	(286,969.31)	1,253,507.28	(1,180.70)%	(1,359,673.73)	(106,166.45)	1,280.70%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 8/1/2022 Through 8/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	4,656.21	6,613.02	14.69%	38,386.98	45,000.00	85.30%
	Total REVENUES	4,656.21	6,613.02	14.70%	38,386.98	45,000.00	85.30%
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
40000	TRANSFER IN	0.00	200,000.00	0.00%	(200,000.00)	0.00	0.00%
	Total TRANSFERS BETWEEN FUNDS	0.00	200,000.00	0.00%	(200,000.00)	0.00	0.00%
	Total Revenues	4,656.21	206,613.02	459.14%	(161,613.02)	45,000.00	(359.14)%
Expenditures							
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	6,872.04	15,465.30	28.63%	38,534.70	54,000.00	71.36%
73340	SOFTWARE	0.00	0.00	0.00%	4,000.00	4,000.00	100.00%
	Total COMPUTER	6,872.04	15,465.30	26.66%	42,534.70	58,000.00	73.34%
61	MAINTENANCE						
1	Dundee Library						
00	DEPARTMENT-WIDE						
73500	BUILDING REPAIRS AND MAINTENANCE	33,956.06	38,334.06	7.37%	481,665.94	520,000.00	92.62%
	Total MAINTENANCE	33,956.06	38,334.06	7.37%	481,665.94	520,000.00	92.63%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	35,000.00	35,000.00	100.00%
73430	OTHER PROF FEES	0.00	0.00	0.00%	150,000.00	150,000.00	100.00%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	114,854.00	114,854.00	100.00%
	Total CAPITAL EXPENSE	0.00	0.00	0.00%	299,854.00	299,854.00	100.00%
	Total Expenditures	40,828.10	53,799.36	6.13%	824,054.64	877,854.00	93.87%
	Net Increase(Decrease) in Fund Balance	(36,171.89)	152,813.66	(18.34)%	(985,667.66)	(832,854.00)	118.34%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
80 - WORKING CASH
From 8/1/2022 Through 8/31/2022

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2223 Percent Used</u>	<u>FY2223 \$ Remaining</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY2223 Percent Total Budget Remaining</u>
Revenues						
00 REVENUES						
0 District Wide						
00 DEPARTMENT-WIDE						
44010 INT & DIV INCOME	<u>274.52</u>	<u>377.22</u>	<u>10.77%</u>	<u>3,122.78</u>	<u>3,500.00</u>	89.22%
Total REVENUES	<u>274.52</u>	<u>377.22</u>	<u>10.78%</u>	<u>3,122.78</u>	<u>3,500.00</u>	89.22%
Total Revenues	<u>274.52</u>	<u>377.22</u>	<u>10.78%</u>	<u>3,122.78</u>	<u>3,500.00</u>	89.22%
Net Increase(Decrease) in Fund Balance	<u>274.52</u>	<u>377.22</u>	<u>10.77%</u>	<u>3,122.78</u>	<u>3,500.00</u>	89.22%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
90 - DONATION / GIFT
From 8/1/2022 Through 8/31/2022

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2223 Percent Used</u>	<u>FY2223 \$ Remaining</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY2223 Percent Total Budget Remaining</u>
Revenues						
00 REVENUES						
0 District Wide						
00 DEPARTMENT-WIDE						
44010 INT & DIV INCOME	442.76	608.41	10.14%	5,391.59	6,000.00	89.85%
49010 MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
Total REVENUES	<u>442.76</u>	<u>608.41</u>	<u>5.53%</u>	<u>10,391.59</u>	<u>11,000.00</u>	<u>94.47%</u>
Total Revenues	<u>442.76</u>	<u>608.41</u>	<u>5.53%</u>	<u>10,391.59</u>	<u>11,000.00</u>	<u>94.47%</u>
Net Increase(Decrease) in Fund Balance	<u>442.76</u>	<u>608.41</u>	<u>5.53%</u>	<u>10,391.59</u>	<u>11,000.00</u>	<u>94.46%</u>

Fox River Valley Public Library District

Revenue Summary - All Funds Combined - Budget v Actual Revenues FY2223
From 7/1/2022 Through 7/31/2022

Attachment to Exhibit A.1.g

	Month Activity	Year Activity	FY2223 Percent Budget Used	Total Budget - FY2223 Working Budget	FY2223 Budget \$ Remaining	FY2223 Percent Budget Remaining	
Revenues							
43010	TAX LEVY	2,003,737.84	2,003,737.84	52.34%	3,828,249.00	1,824,511.16	47.65%
43020	PPRT	25,295.94	25,295.94	31.61%	80,000.00	54,704.06	68.38%
44010	INT & DIV INCOME	7,636.49	7,636.49	13.28%	57,500.00	49,863.51	86.71%
45010	PER CAPITA GRANT	0.00	0.00	0.00%	102,273.55	102,273.55	100.00%
45020	OTHER GRANTS	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
46030	LOST & DAMAGED	634.67	634.67	12.69%	5,000.00	4,365.33	87.30%
46110	MEETING RM RENTAL	0.00	0.00	0.00%	50.00	50.00	100.00%
46200	PRINT/COPY REVENUE	555.30	555.30	13.88%	4,000.00	3,444.70	86.11%
46250	LICENSE PLATE RENEWAL INCOME	6,538.00	6,538.00	8.17%	80,000.00	73,462.00	91.82%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	1.50	1.50	1.50%	100.00	98.50	98.50%
46400	MISCELLANEOUS INCOME	0.00	0.00	0.00%	500.00	500.00	100.00%
46450	REIMBURSEMENTS	0.00	0.00	0.00%	18,000.00	18,000.00	100.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	94.00	7.83%	1,200.00	1,106.00	92.16%
49010	MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
	Total Revenues	<u>2,044,493.74</u>	<u>2,044,493.74</u>	<u>48.77%</u>	<u>4,191,872.55</u>	<u>2,147,378.81</u>	<u>51.23%</u>
	Net Increase(Decrease) in Fund Balance	<u>2,044,493.74</u>	<u>2,044,493.74</u>	<u>48.77%</u>	<u>4,191,872.55</u>	<u>2,147,378.81</u>	<u>51.22%</u>

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - Budget v Actual Revenues FY2223
From 8/1/2022 Through 8/31/2022

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2223 Percent Budget Used</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY2223 Budget \$ Remaining</u>	<u>FY2223 Percent Budget Remaining</u>	
Revenues							
43010	TAX LEVY	41,532.33	2,045,270.17	53.42%	3,828,249.00	1,782,978.83	46.57%
43020	PPRT	2,888.03	28,183.97	35.22%	80,000.00	51,816.03	64.77%
44010	INT & DIV INCOME	12,840.09	20,476.58	35.61%	57,500.00	37,023.42	64.38%
45010	PER CAPITA GRANT	0.00	0.00	0.00%	102,273.55	102,273.55	100.00%
45020	OTHER GRANTS	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
46030	LOST & DAMAGED	39.45	674.12	13.48%	5,000.00	4,325.88	86.51%
46110	MEETING RM RENTAL	0.00	0.00	0.00%	50.00	50.00	100.00%
46200	PRINT/COPY REVENUE	253.55	808.85	20.22%	4,000.00	3,191.15	79.77%
46250	LICENSE PLATE RENEWAL INCOME	951.00	7,489.00	9.36%	80,000.00	72,511.00	90.63%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	7.50	9.00	9.00%	100.00	91.00	91.00%
46400	MISCELLANEOUS INCOME	62.58	62.58	12.51%	500.00	437.42	87.48%
46450	REIMBURSEMENTS	0.00	0.00	0.00%	18,000.00	18,000.00	100.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	188.00	15.66%	1,200.00	1,012.00	84.33%
49010	MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
	Total Revenues	<u>58,668.53</u>	<u>2,103,162.27</u>	<u>50.17%</u>	<u>4,191,872.55</u>	<u>2,088,710.28</u>	<u>49.83%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>58,668.53</u></u>	<u><u>2,103,162.27</u></u>	<u><u>50.17%</u></u>	<u><u>4,191,872.55</u></u>	<u><u>2,088,710.28</u></u>	<u><u>49.82%</u></u>

Fox River Valley Public Library District

Expenditure Summary - All Funds Combined - Budget V Actual Expenditures FY2223
From 7/1/2022 Through 7/31/2022

Attachment to Exhibit A.1.j

	Month Activity	Year Activity	FY2223 Percent Used	Total Budget - FY2223 Working Budget	FY2223 \$ Remaining	FY2223 Percent Remaining	
Expenditures							
15	Personnel Expenses						
15	PERSONNEL SERVICES/BENEFITS	169,791.32	169,791.32	5.80%	2,927,105.00	2,757,313.68	94.19%
	Total Personnel Expenses	169,791.32	169,791.32	5.80%	2,927,105.00	2,757,313.68	94.20%
20	Library Materials						
20	LIBRARY MATERIALS	68,874.57	68,874.57	16.53%	416,428.00	347,553.43	83.46%
	Total Library Materials	68,874.57	68,874.57	16.54%	416,428.00	347,553.43	83.46%
50	Operating Expenses						
51	LIBRARY OPERATIONS	25,683.69	25,683.69	7.37%	348,489.50	322,805.81	92.62%
52	PUBLIC RELATIONS	3,108.70	3,108.70	6.80%	45,700.00	42,591.30	93.19%
53	GENERAL PROGRAMMING	2,085.63	2,085.63	3.69%	56,450.00	54,364.37	96.30%
54	COMPUTER	25,122.02	25,122.02	13.47%	186,400.00	161,277.98	86.52%
55	PROFESSIONAL FEES	2,078.30	2,078.30	5.87%	35,400.00	33,321.70	94.12%
	Total Operating Expenses	58,078.34	58,078.34	8.64%	672,439.50	614,361.16	91.36%
60	Building Expenses						
61	MAINTENANCE	8,539.63	8,539.63	1.26%	672,791.50	664,251.87	98.73%
65	UTILITIES	5,949.30	5,949.30	8.01%	74,200.00	68,250.70	91.98%
	Total Building Expenses	14,488.93	14,488.93	1.94%	746,991.50	732,502.57	98.06%
70	Capital Expense						
70	CAPITAL EXPENSE	0.00	0.00	0.00%	353,429.00	353,429.00	100.00%
	Total Capital Expense	0.00	0.00	0.00%	353,429.00	353,429.00	100.00%
	Total Expenditures	311,233.16	311,233.16	6.08%	5,116,393.00	4,805,159.84	93.92%
	Net Increase(Decrease) in Fund Balance	(311,233.16)	(311,233.16)	6.08%	(5,116,393.00)	(4,805,159.84)	93.91%

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Budget V Actual Expenditures FY2223
From 8/1/2022 Through 8/31/2022

	Month Activity	Year Activity	FY2223 Percent Used	Total Budget - FY2223 Working Budget	FY2223 \$ Remaining	FY2223 Percent Remaining
Expenditures						
15	Personnel Expenses					
15	215,307.43	385,098.75	13.15%	2,927,105.00	2,542,006.25	86.84%
	PERSONNEL SERVICES/BENEFITS					
	215,307.43	385,098.75	13.16%	2,927,105.00	2,542,006.25	86.84%
20	Library Materials					
20	30,702.74	101,416.00	24.35%	416,428.00	315,012.00	75.64%
	LIBRARY MATERIALS					
	30,702.74	101,416.00	24.35%	416,428.00	315,012.00	75.65%
50	Operating Expenses					
51	18,979.55	45,906.68	13.17%	348,489.50	302,582.82	86.82%
52	2,853.16	5,961.86	13.04%	45,700.00	39,738.14	86.95%
53	1,890.73	4,274.29	7.57%	56,450.00	52,175.71	92.42%
54	9,966.38	35,126.40	18.84%	186,400.00	151,273.60	81.15%
55	7,780.77	9,859.07	27.85%	35,400.00	25,540.93	72.14%
	PROFESSIONAL FEES					
	41,470.59	101,128.30	15.04%	672,439.50	571,311.20	84.96%
60	Building Expenses					
61	83,176.58	91,828.24	13.64%	672,791.50	580,963.26	86.35%
65	5,924.57	11,873.87	16.00%	74,200.00	62,326.13	83.99%
	UTILITIES					
	89,101.15	103,702.11	13.88%	746,991.50	643,289.39	86.12%
70	Capital Expense					
70	0.00	0.00	0.00%	353,429.00	353,429.00	100.00%
	CAPITAL EXPENSE					
	0.00	0.00	0.00%	353,429.00	353,429.00	100.00%
	Total Capital Expense					
	376,581.91	691,345.16	13.51%	5,116,393.00	4,425,047.84	86.49%
	Total Expenditures					
	(376,581.91)	(691,345.16)	13.51%	(5,116,393.00)	(4,425,047.84)	86.48%
	Net Increase(Decrease) in Fund Balance					

Fox River Valley Public Library District

Expenditure Summary - All Funds Combined - Budget v Actual Expenses by Location FY2223
From 7/1/2022 Through 7/31/2022

Attachment to Exhibit A.1.1

	Month Activity	Year Activity	FY2223 Percent Used	Total Budget - FY2223 Working Budget	FY2223 Budget \$ Remaining	FY2223 Percent Remaining	
Expenditures							
0	District Wide						
15	Personnel Expenses	84,559.14	84,559.14	5.11%	1,654,687.00	1,570,127.86	94.88%
20	Library Materials	62,878.20	62,878.20	34.09%	184,428.00	121,549.80	65.90%
50	Operating Expenses	49,039.50	49,039.50	9.24%	530,484.50	481,445.00	90.75%
60	Building Expenses	3,088.02	3,088.02	9.30%	33,182.50	30,094.48	90.69%
70	Capital Expense	0.00	0.00	0.00%	328,154.00	328,154.00	100.00%
	Total District Wide	199,564.86	199,564.86	7.31%	2,730,936.00	2,531,371.14	92.69%
1	Dundee Library						
15	Personnel Expenses	69,407.65	69,407.65	6.68%	1,038,088.00	968,680.35	93.31%
20	Library Materials	4,731.47	4,731.47	2.58%	182,750.00	178,018.53	97.41%
50	Operating Expenses	3,003.72	3,003.72	4.40%	68,240.00	65,236.28	95.59%
60	Building Expenses	11,311.66	11,311.66	1.62%	696,237.00	684,925.34	98.37%
70	Capital Expense	0.00	0.00	0.00%	25,275.00	25,275.00	100.00%
	Total Dundee Library	88,454.50	88,454.50	4.40%	2,010,590.00	1,922,135.50	95.60%
2	Randall Oaks						
15	Personnel Expenses	15,824.53	15,824.53	6.75%	234,330.00	218,505.47	93.24%
20	Library Materials	1,264.90	1,264.90	2.56%	49,250.00	47,985.10	97.43%
50	Operating Expenses	6,035.12	6,035.12	8.18%	73,715.00	67,679.88	91.81%
60	Building Expenses	89.25	89.25	0.50%	17,572.00	17,482.75	99.49%
	Total Randall Oaks	23,213.80	23,213.80	6.19%	374,867.00	351,653.20	93.81%
	Total Expenditures	311,233.16	311,233.16	6.08%	5,116,393.00	4,805,159.84	93.92%
	Net Increase(Decrease) in Fund Balance	(311,233.16)	(311,233.16)	6.08%	(5,116,393.00)	(4,805,159.84)	93.91%

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Budget v Actual Expenses by Location FY2223
From 8/1/2022 Through 8/31/2022

		Month Activity	Year Activity	FY2223 Percent Used	Total Budget - FY2223 Working Budget	FY2223 Budget \$ Remaining	FY2223 Percent Remaining
	Expenditures						
0	District Wide						
15	Personnel Expenses	124,072.74	208,631.88	12.60%	1,654,687.00	1,446,055.12	87.39%
20	Library Materials	14,294.05	79,010.94	42.84%	184,428.00	105,417.06	57.15%
50	Operating Expenses	31,956.24	82,227.18	15.50%	530,484.50	448,257.32	84.49%
60	Building Expenses	7,581.76	10,781.81	32.49%	33,182.50	22,400.69	67.50%
70	Capital Expense	0.00	0.00	0.00%	328,154.00	328,154.00	100.00%
	Total District Wide	<u>177,904.79</u>	<u>380,651.81</u>	<u>13.94%</u>	<u>2,730,936.00</u>	<u>2,350,284.19</u>	<u>86.06%</u>
1	Dundee Library						
15	Personnel Expenses	74,421.81	143,829.46	13.85%	1,038,088.00	894,258.54	86.14%
20	Library Materials	12,152.49	16,883.96	9.23%	182,750.00	165,866.04	90.76%
50	Operating Expenses	3,415.22	6,766.87	9.91%	68,240.00	61,473.13	90.08%
60	Building Expenses	67,447.39	78,759.05	11.31%	696,237.00	617,477.95	88.68%
70	Capital Expense	0.00	0.00	0.00%	25,275.00	25,275.00	100.00%
	Total Dundee Library	<u>157,436.91</u>	<u>246,239.34</u>	<u>12.25%</u>	<u>2,010,590.00</u>	<u>1,764,350.66</u>	<u>87.75%</u>
2	Randall Oaks						
15	Personnel Expenses	16,812.88	32,637.41	13.92%	234,330.00	201,692.59	86.07%
20	Library Materials	4,256.20	5,521.10	11.21%	49,250.00	43,728.90	88.78%
50	Operating Expenses	6,099.13	12,134.25	16.46%	73,715.00	61,580.75	83.53%
60	Building Expenses	14,072.00	14,161.25	80.58%	17,572.00	3,410.75	19.41%
	Total Randall Oaks	<u>41,240.21</u>	<u>64,454.01</u>	<u>17.19%</u>	<u>374,867.00</u>	<u>310,412.99</u>	<u>82.81%</u>
	Total Expenditures	<u>376,581.91</u>	<u>691,345.16</u>	<u>13.51%</u>	<u>5,116,393.00</u>	<u>4,425,047.84</u>	<u>86.49%</u>
	Net Increase(Decrease) in Fund Balance	<u>(376,581.91)</u>	<u>(691,345.16)</u>	<u>13.51%</u>	<u>(5,116,393.00)</u>	<u>(4,425,047.84)</u>	<u>86.48%</u>

Fox River Valley Public Library District

Balance Sheet
As of 7/31/2022

Attachment to Exhibit A.1.o

		<u>Current Year</u>
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	4,005,782.13
20	FICA	(21.00)
30	IMRF	21.88
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,445,328.72
90	DONATION / GIFT	<u>4,350.00</u>
	Total Checking Accounts	6,455,461.73
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	1,715,061.72
80	WORKING CASH	166,662.26
90	DONATION / GIFT	<u>268,807.03</u>
	Total Investments	<u>2,150,531.01</u>
	Total Cash and Investments	8,606,430.24
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	32,445.00
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	35,041.00
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	25,926.55
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	5,986.74
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>2,007,394.39</u>
	Total Assets	<u><u>10,613,824.63</u></u>
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	23,773.41
21000	ACCRUED PAYROLL	
10	GENERAL/CORPORATE	19,501.00
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	(136.61)
70	CAPITAL PROJECTS/SPECIAL RESERVE	373.96
22068	CREDIT CARD PAYABLE ZABSKI	
10	GENERAL/CORPORATE	(230.00)
22084	CREDIT CARD PAYABLE SABALA	
10	GENERAL/CORPORATE	(20.00)
22200	I.M.R.F. /I.M.R.F. VOLUNTARY WITHHELD	
10	GENERAL/CORPORATE	9,957.73
27900	DEFERRED TAXES	
10	GENERAL/CORPORATE	<u>1,793,506.00</u>
	Total Liabilities	1,846,725.49
Fund Balance		

Fox River Valley Public Library District

Balance Sheet
As of 7/31/2022

Attachment to Exhibit A.1.o

		<u>Current Year</u>
10	GENERAL/CORPORATE	4,054,086.49
20	FICA	(21.00)
30	IMRF	21.88
70	CAPITAL PROJECTS/SPECIAL RESERVE	4,214,638.48
80	WORKING CASH	170,594.26
90	DONATION / GIFT	<u>327,779.03</u>
	Total Fund Balance	<u>8,767,099.14</u>
	Total Liabilities and Fund Balance	<u><u>10,613,824.63</u></u>

Fox River Valley Public Library District

Balance Sheet
As of 8/31/2022

	<u>Current Year</u>
Assets	
Cash and Investments	
Checking Accounts	
10100	BANK ACCOUNTS
10	GENERAL/CORPORATE 3,727,199.69
20	FICA (21.00)
30	IMRF 21.88
70	CAPITAL PROJECTS/SPECIAL RESERVE 2,406,331.86
90	DONATION / GIFT 4,350.00
	<u>Total Checking Accounts 6,137,882.43</u>
Other Cash	
10900	CASH ON HAND DUNDEE
10	GENERAL/CORPORATE 332.70
10901	CASH ON HAND RANDALL OAKS
10	GENERAL/CORPORATE 104.80
	<u>Total Other Cash 437.50</u>
Investments	
10500	INVESTMENT ACCOUNTS
70	CAPITAL PROJECTS/SPECIAL RESERVE 1,717,886.69
80	WORKING CASH 166,936.78
90	DONATION / GIFT 269,249.79
	<u>Total Investments 2,154,073.26</u>
	<u>Total Cash and Investments 8,292,393.19</u>
Other Assets	
13000	PREPAID RENT
10	GENERAL/CORPORATE 27,037.50
13100	PREPAID INSURANCE
10	GENERAL/CORPORATE 35,041.00
13200	PREPAID EXPENSE
10	GENERAL/CORPORATE 30,482.89
14000	ACCOUNTS RECEIVABLE
10	GENERAL/CORPORATE (3,519.59)
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 1,793,506.00
	<u>Total Other Assets 1,997,036.90</u>
	<u>Total Assets 10,289,430.09</u>
Liabilities and Fund Balance	
Liabilities	
20000	ACCOUNTS PAYABLE
10	GENERAL/CORPORATE 30,780.07
21000	ACCRUED PAYROLL
10	GENERAL/CORPORATE 19,501.00
22055	CREDIT CARD PAYABLE NELSON
10	GENERAL/CORPORATE (136.61)
70	CAPITAL PROJECTS/SPECIAL RESERVE 373.96
22068	CREDIT CARD PAYABLE ZABSKI
10	GENERAL/CORPORATE (230.00)
22084	CREDIT CARD PAYABLE SABALA
10	GENERAL/CORPORATE (20.00)
27900	DEFERRED TAXES
10	GENERAL/CORPORATE 1,793,506.00
	<u>Total Liabilities 1,843,774.42</u>
	Fund Balance

Fox River Valley Public Library District

Balance Sheet

As of 8/31/2022

		<u>Current Year</u>
10	GENERAL/CORPORATE	3,768,097.63
20	FICA	(21.00)
30	IMRF	21.88
70	CAPITAL PROJECTS/SPECIAL RESERVE	4,178,466.59
80	WORKING CASH	170,868.78
90	DONATION / GIFT	<u>328,221.79</u>
	Total Fund Balance	<u>8,445,655.67</u>
	Total Liabilities and Fund Balance	<u><u>10,289,430.09</u></u>



Investment Inventory Month End
Fox Rvr Valley All Agg (111383)
08/31/2022

Description	Purchase/Settle Date	Maturity Date	Next Call Date	Current Face Value	Coupon Rate	Purchase Yield	CUSIP	Market Value
DREYFUS TRS SEC SVC	---	08/31/2022	---	0.00	1.250	---	261941702	50,248.42
Goldman Sachs Bank USA	10/09/2019	10/11/2022	---	200,000.00	1.900	1.932	38149MHE6	199,932.00
ILLINOIS ST	02/22/2021	11/01/2022	---	200,000.00	5.000	0.516	452152P62	200,698.00
LA SALLE CNTY ILL SCH DIST NO 141 OTTAWA	03/10/2021	12/01/2022	---	105,000.00	0.350	0.342	504588GD0	104,280.75
CHICAGO ILL BRD ED	02/22/2021	12/01/2022	---	100,000.00	5.000	0.631	167505XU5	100,575.00
Morgan Stanley Private Bank, National Association	12/05/2019	12/05/2022	---	100,000.00	1.850	1.862	61760A3U1	99,818.00
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	25,223.75
WILL & KENDALL CNTYS ILL CMNTY CONS SCH DIST NO 20	05/21/2020	01/01/2023	---	35,000.00	4.000	1.063	968648C78	35,198.80
BROOKLYN CENTER MINN INDPT SCH DIST NO 286	05/21/2020	02/01/2023	---	20,000.00	5.000	0.965	113853LD5	20,215.20
Sallie Mae Bank	02/05/2020	02/06/2023	---	123,000.00	1.800	1.834	7954506E0	122,476.02
Raymond James Bank	02/14/2020	02/14/2023	---	137,000.00	1.700	1.720	75472RAX9	136,305.41
NEW BRITAIN CONN	05/21/2020	03/01/2023	03/01/2023	5,000.00	5.000	1.398	6427137M7	5,064.70
Citibank, N.A.	04/02/2019	04/03/2023	---	82,000.00	2.750	2.772	17312Q3R8	81,926.20
Morgan Stanley Private Bank, National Association	04/11/2019	04/11/2023	---	150,000.00	2.700	2.724	61760AYK9	149,803.50
UNITED STATES TREASURY	03/23/2022	09/30/2023	---	105,000.00	2.875	2.001	9128285D8	104,364.75
WAUKEGAN ILL	07/21/2020	12/30/2023	---	190,000.00	3.543	0.898	942860QM2	189,367.30
American Express Bank, FSB	03/02/2022	03/04/2024	---	179,000.00	1.600	1.621	02589ABL5	174,619.87
UNITED STATES TREASURY	05/11/2022	05/15/2024	---	220,000.00	0.250	2.626	91282CCC3	208,408.20
---	---	05/23/2023	---	1,976,000.00	2.476	1.626	---	2,008,525.87

C.3 Ordinance 2022-07 Budget and Appropriation

RECOMMENDED **MOTION**: I move to Approve Ordinance 2022-07 Budget and Appropriation in the amount of \$6,390,821.00 for Fiscal Year 2022-2023 as presented.

BACKGROUND INFORMATION:

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

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

ORDINANCE NO. 2022-07
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	\$6,964,482
 <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	\$4,271,141

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)
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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>
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Total Estimated Expenditures	<u>\$0</u>
<u>Estimated Cash Balance at end of fiscal year</u>	<u>\$(21.00)</u>
Amount Appropriated, FICA Fund	\$0

IV. IMRF FUND

Cash Balance beginning of fiscal year	\$21.88
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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

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

Unit Name: Fox River Valley Public Library District
Fund: General Revenue estimate for fiscal year beginning July 1, 2022

SOURCE OF REVENUE

FUNDS AVAILABLE, BEGINNING OF FISCAL YEAR	\$ 7,043,751
TAX LEVY	3,828,249
PPRT	80,000
IMPACT FEE	0
INT & DIV INCOME	57,500
PER CAPITA GRANT	102,274
E-RATE GRANT	0
OTHER GRANTS	10,000
FINES & FEES	0
LOST & DAMAGED	5,000
MEETING RM RENTAL	50
PROGRAM REVENUE	0
PRINT/COPY REVENUE	4,000
FAX REVENUE	0
LICENSE PLATE RENEWAL	80,000
TAXABLE SALES (USB, DVD, EARBUDS)	100
MISCELLANEOUS INCOME	500
REIMBURSEMENTS	18,000
CASH OVER	0
RETIRED EMPLOYEE REIMBURSEMENTS	1,200
MONETARY GIFT	<u>5,000</u>
	<u>\$ 11,235,624</u>

Total includes Working Cash and Special Reserve funds
Certification

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

Dated: September 20, 2022

_____, Treasurer Pro-Tem
Board of Library Trustees of the
Fox River Valley Public Library District

CERTIFICATION OF BUDGET

(Appropriation Ordinance)

I, the undersigned, duly elected, qualified and acting Secretary of Fox River Valley Public Library District, Kane County, Illinois, do hereby certify that the attached hereto is a true and correct copy of the Budget (Appropriation Ordinance) of said Board of Library Trustees for the fiscal year beginning July 1, 2022, as adopted on September 20, 2022 .

Date: September 20, 2022

Christine L. Evans, Secretary
Board of Library Trustees of the
Fox River Valley Public Library District

C.4 Award Contract for Removal and Replacement of the Asphalt Parking Lot Including Re-Striping at the Dundee Library

RECOMMENDED **MOTION**: I move to award a contract for removal and replacement of the asphalt parking lot including re-striping at the Dundee Library, to Done Rite Sealcoating in an amount not to exceed \$84,000.00.

BACKGROUND INFORMATION:

Removal and replacement of the Dundee Library asphalt parking lot, to include re-striping. Specifications were developed by Facilities Manager Michael Lorenzetti and solicitation of bids was required. The following qualified proposals were received:

Done Rite Sealcoating	83,918.00
Schroeder Asphalt Services, Inc.	88,923.00
Accu-Paving Co.	97,435.00
Maneval Construction, Inc.	98,150.00
A Lamp Concrete Contractors	107,603.00

Lorenzetti has reviewed the proposals and recommends award of a contract to the lowest qualified bid from Done Rite Sealcoating. Estimated date of construction will be determined following Board approval.

C.5 Snow Removal Contract – Valley Enterprises

RECOMMENDED **MOTION**: Authorize the director to contract for services for a 3-year period (FY2223 thru FY2425) with Valley Enterprises for snow removal and de-icing services at the Dundee Library.

BACKGROUND INFORMATION:

We recommend continuing with our current snow removal provider.

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

Costs are assessed on a “per push” basis. Valley is the lowest cost provider. See the chart below.

Service	Valley Enterprises	Shamrock
Snow Plowing	\$205	\$305
Salting of Parking Lot	\$210	\$370
Walkway Clearing and Salting	\$385	\$317
Total per Push	\$800	\$992

Because they’re expected to be the lowest cost provider, and we’ve been pleased with their service for the past 6 years, we recommend Valley Enterprises to perform snow removal service for 2022-23 through 2024-25. Services are paid for on a “per-push” basis, so the actual dollar amount per year is unknown.

C.6 Janitorial Service Agreement Extension – Imperial Service Systems, Inc.

RECOMMENDED **MOTION**: I move to authorize the Director to continue the agreement with Imperial Service Systems, Inc.

BACKGROUND INFORMATION:

While FRVPLD continues to seek qualified candidates to fill open janitorial positions, it has not yet been successful. The District has entered into a month to month agreement with Imperial Service Systems, Inc., at a cost of \$5311.00 per month to clean both Dundee and Randall Oaks Libraries, pending the new hire(s). The service has been well-received.

Executive Director Dodson is nearing her approved spending limit and the District expects to exceed it soon. Administration seeks Board approval to continue contracting with Imperial until it has brought additional janitorial staff on board.

C.7 Approve Report of the Closed Session Minutes Review and Destruction of Audio Recordings made prior to March 20, 2021

RECOMMENDED **MOTION**: I move to approve the report of the closed session minutes review and destruction of all audio recordings made prior to March 20, 2021.

BACKGROUND INFORMATION:

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

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