

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

**March 21, 2023
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

Public Comment

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

President’s Report—President Weber

- **Economic Interests Statement**

Director’s Report—Executive Director Amy Dodson

- **Ehlers Investment Inventory Presentation – Tami Olszewski, Ehlers, Inc.**
- **Department Head Reports**
- **Dashboard**

A. Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from the February 21, 2023 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for February 2023**
- A.1.c Monthly Financial Report for February 2023**
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues**
- A.1.e Revenue Summary – All Funds Combined by Period**
- A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses**
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location**
- A.1.h Expenditure Summary – All Funds Combined by Period**
- A.1.i Balance Sheet for February 2023**
- A.1.j Ehlers Investment Inventory for February 2023**

B. Unfinished Business
Exhibit B.1 Strategic Plan Update – Executive Director Amy Dodson

C. New Business
Exhibit C.1 Decennial Committee – discussion
Exhibit C.2 Working Budget – possible amendment

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

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

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

New Business
Exhibit C.3 Report of Closed Session Minutes Review and destruction of audio recordings made prior to September 21, 2021

Adjournment

Fox River Valley Public Library District
Director's Report to the Board of Library Trustees
March 21, 2023 Regular Meeting

I have been researching the book sanctuary movement that is gaining traction in libraries across the country, with the plan to propose an addendum to our collection development policy. A Book Sanctuary is a physical and/or digital space that actively protects the freedom to read. It provides shelter and access to endangered (challenged and banned) books and can be created by anyone and can exist anywhere. On February 15, Rep. Anne Stava-Murray introduced House Bill 2789 to the Illinois General Assembly. If passed, the bill would require Illinois public libraries to develop written policies to prohibit the practice of banning books or other materials (see attached). Therefore, I have paused my proposal while we learn more about the pending legislation.

Our next quarterly All Staff Day training event will take place on March 24. Training will cover two important topics: sexual harassment awareness, and "active threat" training. The sexual harassment awareness training will be presented by HR Source and will allow us to meet our annual harassment awareness training requirement. The safety training will be conducted by Joe Crimmins from Serve and Protect, with assistance from the East Dundee Police Department.

An attorney from HR Source presented a training session to the management team on March 7. The training was "Harassment and Discrimination Prevention and Awareness", which was specifically for managers and supervisors. It was a very interesting class, and prepared the managers for the Sexual Harassment Awareness training that the staff will have on March 24. This also satisfied our annual harassment awareness training requirement for managers.

My research for the Library Board's Future Planning has been an exciting venture as I meet with community organizations and talk about opportunities for the library district to potentially add service points throughout the district. This month I met with the CEO of the Boys and Girl Club to discuss a potential collaboration that would provide library service in Carpentersville.

We are currently establishing new partnerships with Greater Family Health in Elgin and the Carpentersville WIC office at the Well Child Center. Greater Family Health is looking for opportunities to provide information about their medical, dental and behavioral health care services to the community. The WIC office is working with us to publicize their food and nutrition programs to families in the Carpentersville/Dundee area. Both organizations share service populations with our library district. We want to reach out to their clientele as well, so that we can promote library services and programs. We are working on opportunities to do just that – i.e., hosting a table at one of their events, or presenting library services during classes they hold for the public. These organizations are a natural fit for a partnership with our library, and help us to fulfill our mission and meet strategic goals.

Respectfully submitted,

Amy Dodson

Proposed Bill Seeks to Limit Efforts to Ban Books in Illinois Libraries

Thursday, March 09, 2023

House Bill 2789 was introduced last month in the Illinois General Assembly to address the acquisition and circulation of library materials by public libraries in the State of Illinois. The proposed legislation declares it to be State policy:

to encourage and protect the freedom of public libraries and library systems to acquire materials without external limitation and to be protected against attempts to ban, remove, or otherwise restrict access to books or other materials.

If passed, the bill would require Illinois public libraries to develop written policies to prohibit the practice of banning books or other materials in order to be eligible to receive grant funding from the State.

We will monitor this bill and provide an update as it makes its way through the legislative process in Springfield.

Post Authored by Erin Monforti & Julie Tappendorf, Ancel Glink

<https://municipalminute.ancelglink.com/2023/03/proposed-bill-seeks-to-limit-efforts-to.html>

Deputy Director: Heather Zabski

Monthly Report for February 2023

February marks the beginning of our annual budget process. This is my third year organizing the annual budget process and I'm excited to collaborate with Finance Manager Sumitra Potharazu this year. We are revamping the department budget worksheets to make them more streamlined. In March, managers will start to fill out their own budget worksheets. Our draft working budget will be presented to trustees at our May meeting. In the interim, Sumitra and I will be meeting with managers and working to estimate costs and revenues for FY2324.

HR Manager Sherry Kenney is spearheading a project to update our job descriptions. She has been working with department heads to update descriptions for positions within their departments. This is part of a wider process to improve our annual performance review process.

Public Services Manager Jason Katsion and I continued to research and work on our presentation about possible improvements to the Dundee Library for the Committee of the Whole Meeting on March 25. We look forward to sharing our findings with the trustees.

I attended advance Excel training through LinkedIn Learning (one of our library's databases that is free for cardholders to use). The course was intensive, but it has already been useful in giving me knowledge to create new formulas to streamline the salary budgeting process. LinkedIn Learning is a great resource for professional training for our staff as well as our patrons.

Our library continues to host a practicum student from College of DuPage. She has experienced shifts in three different departments so far: Account Services, Adult and Teen Services, and Randall Oaks. By the end of April, she is expected to get through all Public Services Departments and Purchasing, Acquisitions, and Technical Services (PATS). Practicums are a great way for our library staff to strengthen the library profession by providing students with direct experience in the field. Kudos to our managers and staff who are guiding our practicum student.

Public Services Manager: Jason Katsion

Monthly Report for February 2023

In February, Public Services celebrated Black History Month with unique programs and a carefully curated reading challenge. We also launched our much-anticipated Seed Library and began offering free ESL classes, in addition to hosting creative craft programs, visiting local schools, and providing a range of information services to our patrons. We've been busy!

We hosted a unique all ages program in celebration of Black History Month, entitled Community Voices. This event featured local business owners Duke Seward, from Duke's Blues-N-BBQ, Sierra Dunner, from SIEFIT, and Tyrrell Tomlin from Nice Kickz Shoe Laundry. This fun-filled showcase of local black-owned businesses was an opportunity to sample food from Duke's restaurant, learn fitness moves from Sierra, and paint a custom 3D-printed sneaker with Tyrrell. Each of the featured community members spoke to the attendees about what they do for a living, and answered audience questions. Duke Seward's father also addressed the audience, and he shared some heartfelt advice that made an impression on everyone present. This program was organized by Heather Ji and Lizbeth Hernandez of the Youth Services Department, with additional support from Erica Acevedo of the Adult & Teen Services Department.



We hosted a live trivia event at Black & Gray Brewing Co. in February, specifically celebrating African American contributions to popular music. Music Trivia: From B.B. to Beyonce was co-hosted by Gene Barish and Erica Acevedo of the Adult & Teen Services Department. We also implemented the Black History Month Reading Challenge in February, utilizing the Beanstack app. Organized by Sam Bunte, Jasmin Munoz, and Danielle Pacini of the Adult & Teen Services Department, this reading challenge highlighted books by Black authors across multiple genres, with an emphasis on more recent publications. The reading challenge included two carefully curated reading lists, one with teen titles and one with adult titles.



We got a head start on spring by unveiling our brand-new Seed Library, offering patrons free heirloom and open-pollinated seeds to grow at home. Patrons can also donate harvested seeds to the library to replenish inventory. The Seed Library was a long-planned project, spearheaded by Library Specialist Cari Poweziak (pictured below) of the Adult & Teen Services Department. This was a major undertaking for library staff, requiring support and collaboration across departments, as well as the generosity of outside organizations like the Kane County Master Gardeners and Rotary Club of Carpentersville, who donated their expertise and financial support respectively. Our Seed Library contains over 2,600 packets of seeds, all of them packaged by library staff, and is organized into four categories: vegetables, flowers, herbs, and prairie/pollinators. This includes 25 varieties of beans; 11 varieties of carrots; 7 varieties of cucumbers; 17 varieties of lettuce; 8 varieties of peas; 15 varieties of hot peppers, and 8 varieties of sweet peppers; 7 varieties of pumpkins; 21 varieties of squash; 4 varieties of tomatillos; 25 varieties of tomatoes; 7 varieties of watermelon; 6 varieties of basil; and 5 varieties of sunflowers. The Seed Library is housed in a repurposed vintage card catalog, and the green labels pictured below were hand lettered by Teen Librarian Danielle Pacini.



We are thrilled to now be providing free English as a Second Language (ESL) classes in partnership with YWCA Elgin. The ESL classes are held Monday, Tuesday, and Wednesday mornings in the craft room on the lower level of the library. Area Planning Council 509 voted to approve our partnership request last fall, which allowed YWCA Elgin to hire a paid ESL instructor specifically for the purpose of providing classes on-site at the Dundee Library. They hired Jenna Korenstra, a highly qualified instructor who is already familiar with our library and community. These ESL classes emphasize group activities involving public issues, job readiness, basic health education, and information about how to manage money, all of which is in line with the library's mission. We look forward to continued collaboration between the ESL classes and library staff. Already, the ESL students have received a tour of the library and basic computer instruction from Jasmin Munoz and Marisol Bribiescas of the Adult & Teen Services Department.



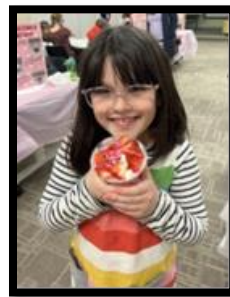
A wide range of creative crafting programs were available to youth, teens, and adults in February, many of them embracing the fun of Valentine's Day. Cari Poweziak's popular Crafting with Cari program, pictured below, focused on Q-tip painted hearts.



Library Assistant Dian Martinez hosted a Spanish-language Valentine's Day craft, Un Corazón Para San Valentín, and Library Assistant Lizbeth Hernandez taught young people to make a valentine wreath out of puzzle pieces.



Our monthly Foodie Kids program, led by Lizbeth Hernandez, was very well attended. 40 people showed up to create a fun Valentine's themed snack!



Jasmin Munoz provided a light-hearted alternative to romance with her Anti-Valentine's Day Party. The attendees had a great time breaking molded chocolate hearts, listening to music (sad ballads and empowering jams), and creating anti-valentine cards.



Our weekly storytime sessions—Amanda Keen’s Rise & Shine Storytime, Elizabeth Flores’ Bilingual Storytime, Erin Sikorski’s Tuesday Tales, and Amairani Lopez’ Signing, Snacks & Stories—were especially well attended in February. Erin’s storytime session on February 7 was attended by 43 people! Each storytime has a unique focus and continues to develop its own audience. 12 people turned out for Elizabeth Flores’ Good Vibes Yoga, pictured below, with yoga mats in hand.



Homeschool Hangout, Librarian Amanda Keen’s biweekly program that features a rotating theme of student-led activities, was especially creative in February. The students utilized sheets of black cardstock, watercolor paper, and black cardstock die-cut hearts to experiment with paper marbling techniques.



As always, Public Services staff provided one-on-one assistance by appointment, which address a wide range of information needs and allow for more personalized assistance than is possible at the reference desk. In February, we provided 38 one-on-one appointments, including device troubleshooting and help completing online job applications, as well as more specialized information

requests such as repairing a laptop, personalized help with shrink charms and perler beads, and setting up a Kindle Paperwhite.

Throughout February, I worked with Deputy Director Heather Zabski in preparing a presentation for the upcoming Board of Trustees Committee of the Whole meeting. I participated in regular meetings of the Illinois Library Association's Diversity Committee, the Illinois Libraries Present Steering Committee, and our library consortium's Patron Access Services (PAS) Technical Group.

Account Services Manager: Keri Carroll

Monthly Report for February 2023

Due to an unforeseen feature of the gate counter at Dundee, we were unable to retrieve the number of total visits for February. I'm working with IT to prevent this issue from happening in the future to ensure we will always have total visits.

Because of the shorter month and weather-related closures, numbers were down overall for both locations, even for a February. Home deliveries clocked in at 543 items and license plate renewals were at 27 for the month.

While February was a quiet month for stats, I'm happy to share that Account Services staff have been utilizing the shifting space to promote the library collection. Starting at the beginning of the month, both the Dundee and Randall Oaks libraries had "Blind Date with a Book" displays, with the Dundee location having the additional "Mystery Movie Date" display. Account Services clerk Kayla Lawrence suggested the display and worked closely with library specialist Erica Acevedo, library assistant Jasmin Munoz, and librarian Rachel Dunne. All staff were asked to submit suggestions for blind date titles, and wrappers gave patrons a taste of what they could expect from their mystery checkout.

The shifting displays and the constantly rotating decorations make each visit to both libraries unique and memorable. I'm thrilled that Account Services staff are participating to ensure our library stands out from the rest.



Public Relations and Outreach: Kirstin Finneran

Monthly Report for February 2023

Signage Update. To accommodate the rearranging of collections and materials at the Dundee Library, the PR department has made progress on a big list of signage updates needed. Work focused on the Teens, Public Computers, Non-Fiction, Biography, and Spanish language, from overhead signs to

endcaps and shelf headings. There is more to be done – we are currently researching a way to add signage above individual bookshelves.

Seed Library promotions. The PR department started out by creating a trifold brochure to explain the concept of the Seed Library, where it is located, and how to use it. We created a matching bookmark – that can be updated each quarter – with reading/digital resources and a list of the garden programs scheduled for spring. We also created a large sign to identify the area at the Dundee Library. The Seed Library was featured in the Spring Newsletter and the March 1 issue of eNews. Brochures were handed out at a seed planting workshop hosted by Elder + Oat in West Dundee, and 300 seed packets with a Seed Library promo card will be handed out at the St. Patrick’s Day parade in East Dundee. More to come.

Facebook Followers. We’ve experienced a growth spurt on our Facebook page. We acquired more than 200 new followers in a month. We credit this surge to an increase in posts, and a focus on the library as a whole and its people. The most seen, liked, and interactive posts were on the topic of our being open (and warm) during some extreme cold weather, a special Valentine’s Day social media promo (where we handed out Bad Bunny earrings and keychains created on our 3D printer!), our fox sculpture seeing it’s shadow on Groundhog Day, a new display in the Ruth Wendt Gallery. It’s evidence that the community values us as an institution, and “likes” just even knowing we are here.



Reading Challenges. We started out February by releasing information about the Black History Month Reading Challenge, including a Powerwall banner at the Dundee Library. This was quickly followed up by new graphics and promotional efforts for the brand-new Beyond the Binary Reading Challenge. PR created graphics from scratch for the Beanstack Challenge.

Meetings/Training/Events

- Summer Reading Challenge Committee, February 8
- LibraryAware Drag N Drop Email, February 13
- Board of Trustees Meeting, February 21

eNews

Subject	Date Sent	Emails Sent	Unique Opens	Unique Opens %	Total Clicks
Black History Month, Hoopla Bonus Borrowers are Back	2/1/2023	12529	5398	43.12%	268
Love at the Library, Explore More Illinois	2/8/2023	12520	5486	43.88%	196
Libby Life, Community Voices	2/15/2023	12506	5465	43.76%	315

Spring Newsletter, In My Neighborhood	2/22/2023	12495	5402	43.30%	354
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Social Media Insights - February 2023

Facebook

Reach: 20,920

Engagement: 3,858

Followers: 2,477 (+219)

Instagram

Followers: 628 (+20)

Accounts reached: 1,460 (-79.3%)

Accounts engaged: 20 (-79.4%)

Randall Oaks Manager: Brittany Berger

Monthly Report for February 2023

February was another busy month at Randall Oaks. Staff kept busy with answering 163 reference questions and creating this month's passive activities. RO Clerk Usrah created a sweet lovebirds interactive board that was covered by 373 colorful hearts. We also had a heart themed scavenger hunt that was completed by 223 kids this month, who each got to pick a prize from our treasure chest. In addition to handing out 20 Baby Scientist Kits courtesy of Youth Services, we gave out 82 lantern crafts too.



There were only eight programs at Randall Oaks this month, but we still had an impressive total of 147 participants. Librarian Rachel Dunne's Tiny Art Show—Love continued from January into February, with a dedicated display space, pictured above. Rachel also continued to provide opportunities for artistic fun at Painting Unleashed on February 18, where 22 kids aged 5-9 used shaving cream, magnets, and styrofoam boards to create art. Rachel teamed up with Library Assistant Lisa Knapp on February 16 to host a Disney Dance Party! You can see the crowd of 40 in the pictures below, dancing to hit Disney songs while dressed as their favorite characters. And of course, February would not be complete without a Valentine's Day program: Lisa's Valentine's Fun was full of family style minute-to-win-it competitions and STEM challenges.



There was also a little something fun offered to teens and adults this month, check out the picture below! Rachel collaborated with Kayla, Jasmin, and Erica at the Dundee Library to bring the “Blind Date with a Book” display idea to Randall Oaks. The books were selected by staff, wrapped, and then labeled with enticing keywords and color-coded labels. More than 15 patrons decided to take a chance on a book from this Randall Oaks display that contained all genres from mystery to self-help to romance.



The Summer Reading Committee met again on February 8 to continue planning for this year’s Once Upon a Time themed challenge. Patrons who register will receive a drawstring bag with our theme’s logo on it, and there will be another finisher prize in addition to a free book, to be determined. Our Kick-Off Picnic is set for Thursday, June 1, 6 to 8 p.m. The committee is exploring options for food vendors and entertainers. Next month, the Committee will meet to finalize prizes, the Picnic plan, and staff t-shirts.

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

Monthly Report for February 2023

Savings: over \$450 this month.

Library of Things: In the near future we will have some Guitar “kits” available for patrons to check out. Once they are ready, information about them will be added to our PowerPac catalog and library website.

Romance Collection: A new project will be started soon, in which the Romance book section will be expanded from paperbacks-only to include romance titles that are hardcover and trade paperbacks. Items from other collections will be moved and re-catalogued for that area.

Northwest Herald Newspaper: We have recently learned that, as of March 6, they will no longer be printing a Monday edition.

Facilities Manager: Michael Lorenzetti

Monthly Report for February 2023

Roof. February being the heart of the winter season, the water that is on the roof is frozen. The Corner 68 programming space remains dry, although a section of the southern and western ceiling continue to have periodic drippings. This information was also reported in the February FRVPLD report. Conversations and communications with Complete Roofing is continuous, as we did have some thaw action, and dripping was observed on the southern section of the building. At the end of February, the East Dundee area saw some very mild temperatures which enabled Complete Roofing to come onsite. The work done included the complete removal and reseal of the south drain. This area inside the building is the most southwestern corner of the ATS Workroom. Note that all drains were replaced and resealed by Anthony Roofing in March 2019.



Our Corner 68 room has typically had the most dripping through the years, especially along the southwestern wall section. For now, that seems to have been corrected by the complete removal and repatch that was done last year, referenced by the large white area surrounded by black sealant in the picture below. Additional sealant was added over the summer of 2022 for added protection.



During this weather thaw, leakage was discovered 14 to 16 feet east of the wall in Corner 68.



This location on the roof is to the east (right side) of the rooftop pictured. This area was also completely replaced and resealed, referenced by the large white area surrounded by black sealant. Additional sealant was applied to the edges and any type of imperfection that the roofers saw during their inspection was replaced and sealed.



Updates to follow when our next precipitation event occurs. Also note that all the work described here is covered under the warranty.

On 1/24, John Peters was onsite to discuss the data and power connections that will take place after the computer/study cubes relocation project. On 1/30, 1,31 and 2/01, Peters Electric crew was onsite providing data and power service to the relocated computer area and study cube location.

On 2/09, KONE, our elevator service company, was onsite for hydraulic fluid refill.

On 2/14, Fox Valley Fire and Safety was onsite for the annual Fire Alarm testing. Passed all phases, although facilities will need to purchase and replace two backup batteries.

On 2/14, high traffic areas, office areas, fabric furniture, and story time rugs were cleaned.

On 2/20, while the library was closed for President's Day, it was the perfect time to paint the back wall of the new computer area. The overbearing orange is now white. The new computer, teen, study areas are all completed and have received positive reviews.

IT Manager: John Sabala

Monthly Report for February 2023

During the last few months, the IT Department has been working on improving access and security to the library's equipment and networks.

We consolidated the Adult PC Lab and moved it to the old Teen Area. In addition, we have repurposed 6 laptops for patrons to use inside the Dundee Library. This new resource gives patrons more flexibility to use computer equipment throughout the library.

New AT&T fiber internet service is now available for patrons and staff. The old AT&T and ICN network contract had expired. A faster and less expensive 1 gigabit fiber service has replaced it. Patrons and staff who use the public internet will experience up to 10 times faster service.

A new SonicWALL VPN has been installed with the latest security features. This service includes 2-factor authentication which helps deter intrusions into our network. Additionally, staff members working remotely will now access remote files via a web browser instead of connecting directly to the network. With this configuration, we have reduced our remote connections down to 2 from 14 users.

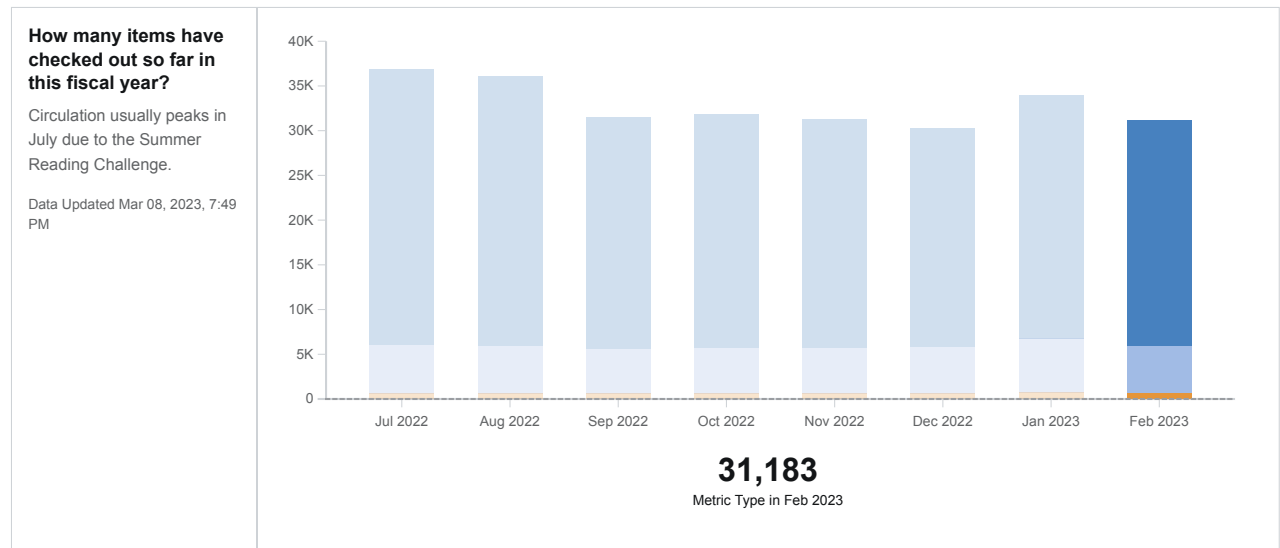
New Endpoint Security Detection software has been installed. Carbon Black Cloud software supports real-time exploits and will close unknown software applications. This currently will run in conjunction with our Antivirus software Vipre, which will be retired at the end of the license period.

How are we doing?

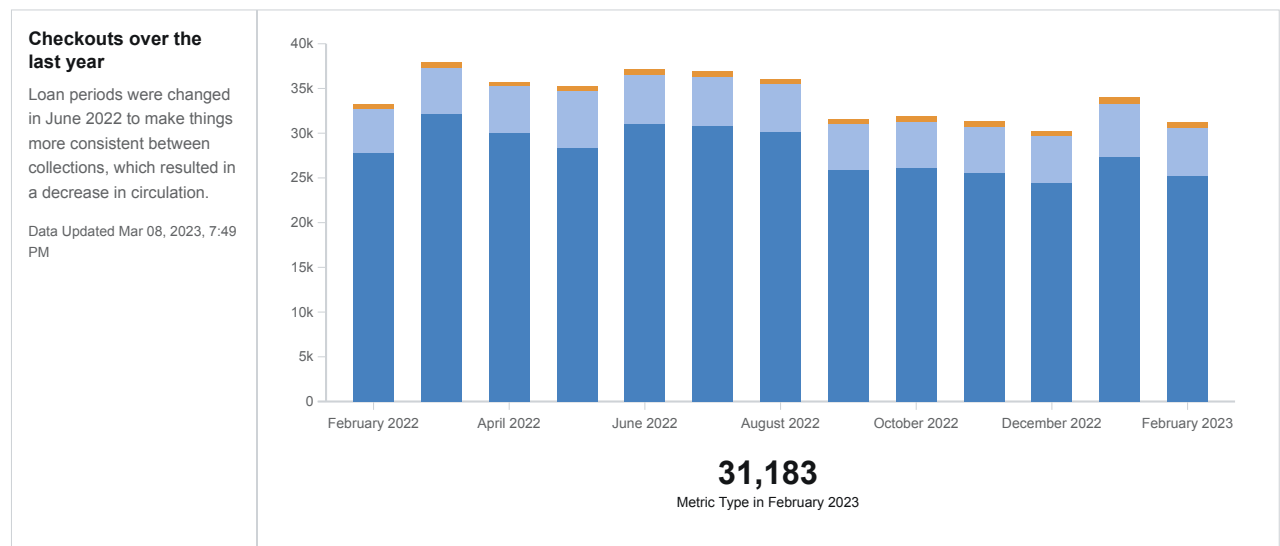
The monthly Dashboard tells our story

Click the graphs to see more details

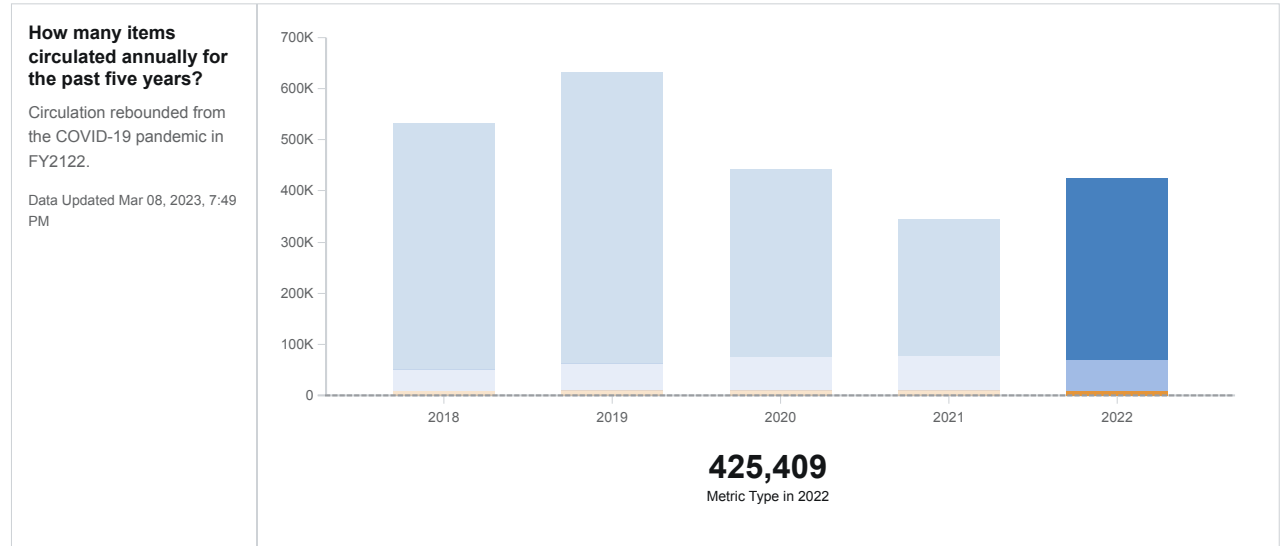
Checkouts - This Fiscal Year



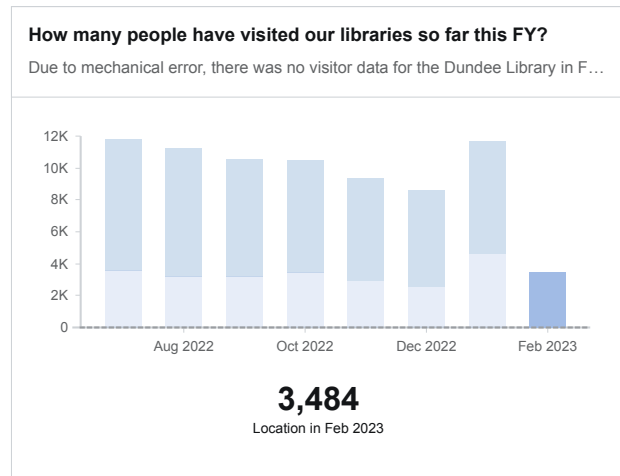
Checkouts - 13 Month Trends



Checkout Trend



Library Visits - This Fiscal Year

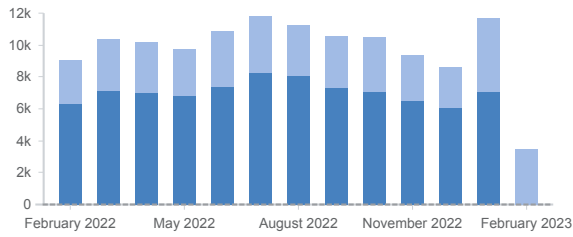


Website Visits - This Fiscal Year



Library Visits - Past 13 Months

Due to mechanical error, there was no visitor data for the Dundee Library in F...

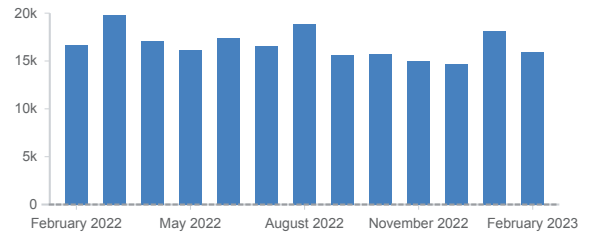


3,484

Location in February 2023

Website Visits - Past 13 Months

Website usage was similar to last February.

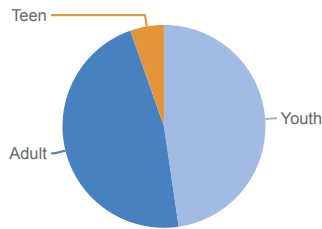


16,015

Location in February 2023

Physical item checkouts

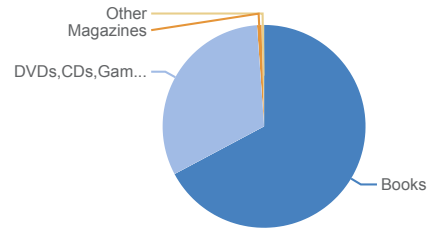
Checkouts by Audience - last fiscal year



369,402

Department in 2022

Checkouts by Material Type - last fiscal year



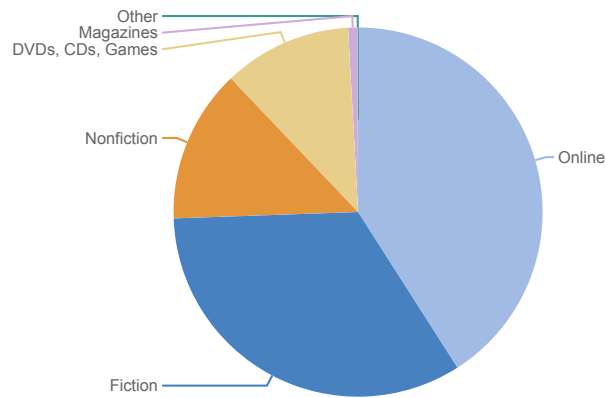
369,402

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 Aug 10, 2022, 2:39 PM



220,057

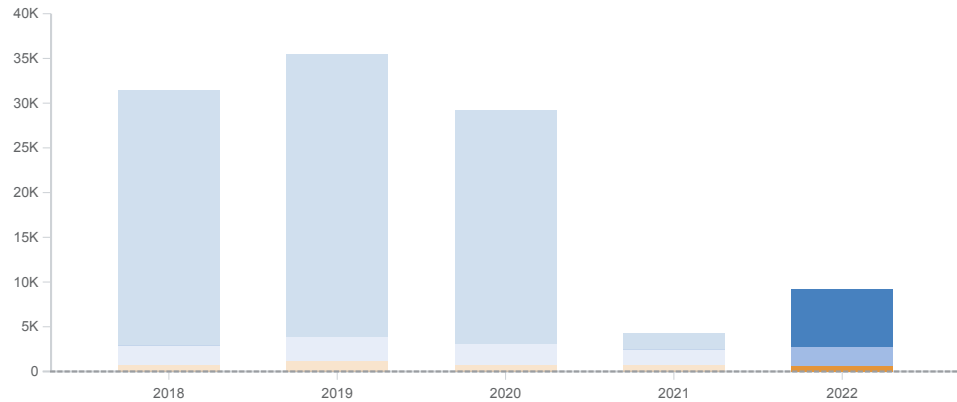
Material Type in 2022

Program Attendance Trend

Program Attendance Trend

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

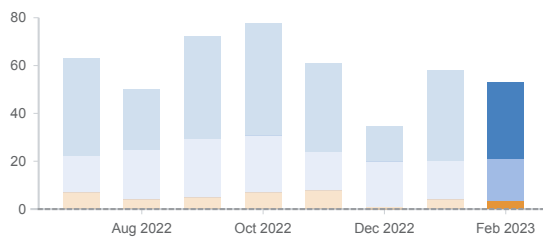
Data Updated Mar 08, 2023, 7:49 PM



9,236
Metric Type in 2022

How many programs have been held so far this FY?

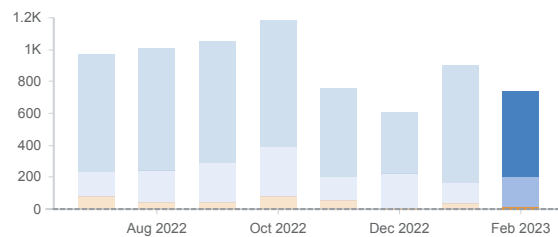
Slightly fewer programs were offered in February than January.



53
Metric Type in Feb 2023

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

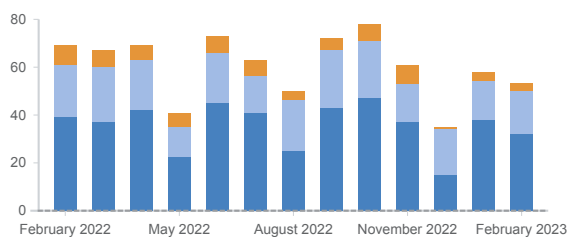
Program attendance dropped slightly in February due to fewer programs being...



738
Metric Type in Feb 2023

Library Programs Held- Past 13 Months

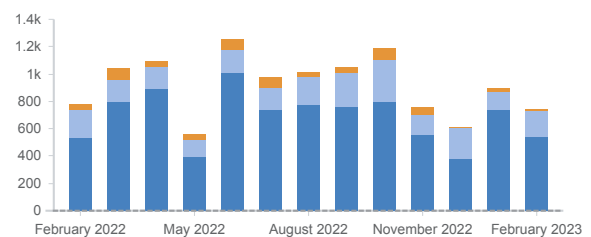
We offered less programs this February than we did last year.



53
Metric Type in February 2023

Library Program Attendance - Past 13 Months

Program attendance decreased slightly from last February.



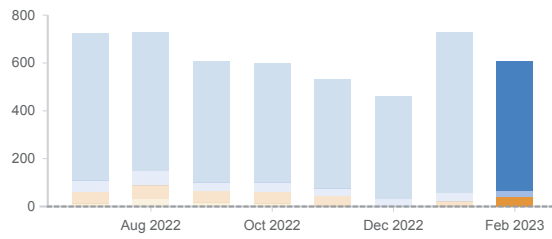
738
Metric Type in February 2023

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 Fiscal Year

Home Delivery is our most used specialty service.

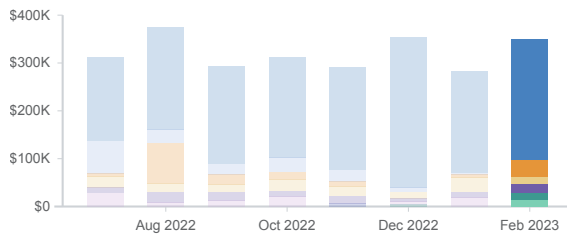


608

Metric Type in Feb 2023

Monthly Spending- this year

How much does the Library spend each month this FY?



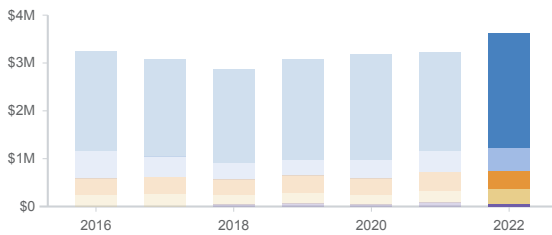
\$349,956.31

Expenses in Feb 2023

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



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A. Consent Agenda

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

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

- A.1.a Minutes from the February 21, 2023 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for February 2023**
- A.1.c Monthly Financial Report for February 2023**
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues**
- A.1.e Revenue Summary – All Funds Combined by Period**
- A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses**
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location**
- A.1.h Expenditure Summary – All Funds Combined by Period**
- A.1.i Balance Sheet for February 2023**
- A.1.j Ehlers Investment Inventory for February 2023**

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
February 21, 2023**

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	Tara Finn
	Trustee	Matthew Goyke (attending electronically)
	Trustee	Maryann Dellamaria
	Trustee	Paula Lauer

Members absent: none

Others present: Executive Director Amy Dodson, Deputy Director Heather Zabski, Sumitra Potharazu, Jason Katsion, Keri Carroll, Kirstin Finneran, Karin Nelson, Michael Lorenzetti, Brittany Berger, John Sabala, Mark Castelvechi, Karen Werle

Public Comment

There was no public comment.

President's Report

President Weber noted the upcoming Committee of the Whole meeting was set for 9 AM Saturday, March 25, 2023 and will be held at the Dundee Library. She recommended Trustees take time to complete the continuing education questionnaire noted in Illinois Library Associations's Trusty Trustee newsletter.

Director's Report

Deputy Director Zabski provided an update to the current Strategic Plan, and Randall Oaks Manager Brittany Berger presented statistics as the Winter Reading Challenge wrapped up. Berger reported a 29% increase in registration and a 23% increase in those who finished the challenge.

Department Reports and Dashboard

Activities and statistics for January were provided; there were no questions or comments.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the January 17, 2023 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for January 2023**
- A.1.c Monthly Financial Report for January 2023**
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues**
- A.1.e Revenue Summary – All Funds Combined by Period**
- A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses**
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location**
- A.1.h Expenditure Summary – All Funds Combined by Period**

A.1.i Balance Sheet for January 2023**A.1.j Ehlers Investment Inventory for January 2023**

Weber inquired if there were any items Trustees would like removed for further discussion. Treasurer Finn noted a typo in the Minutes that was corrected. Hearing no other requests she called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.J AS PRESENTED*. Moved by Dellamaria and seconded by Finn, Weber called for a roll call vote.

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

Unfinished Business - none**New Business****C.1 Annual Comprehensive Financial Report (ACFR) Contract – Lauterbach and Amen, LLC**

Weber called for a motion to *AUTHORIZE THE DIRECTOR TO ENTER A FIVE-YEAR CONTRACT WITH LAUTERBACH AND AMEN, LLC FOR ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR FY2223 THROUGH FY2627. COST FOR FY2223 WILL BE \$8,880 WITH ANNUAL INCREASES OF \$300 IN YEARS 2 THROUGH 5*. Moved by Corbett and seconded by Finn, item opened for discussion. Zabski spoke to the District's history with Lauterbach and Amen, noting its satisfaction with their services. There was no further discussion, Weber called for a roll call vote.

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

C.2 FY2324 Strategic Plan – discussion only

Weber noted there was no motion to be made. Executive Director Dodson sought Trustees' preferred approach in drafting the Strategic Plan for FY2324. Zabski noted past plans included some community input and use of library data. Greater community input is desired. Dodson will provide more information at either the March 21, 2023 Board meeting or the March 25, 2023 Committee of the Whole meeting.

Adjournment

Weber inquired if Trustees had any additional topics for future meetings; Trustee Lauer noted areas to consider for increased accessibility. Trustee Goyke commented on requesting line item proposals should the Library opt to employ a consultant to update the Strategic Plan. No further business was discussed, Weber called for a motion to *ADJOURN*. Moved by Corbett and seconded by Dellamaria, Weber called for a roll call vote.

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

Meeting adjourned at 7:25 PM.

Christine L. Evans, Secretary

Fox River Valley Public Library District
 Check/Voucher Register - AP & Payroll Complete
 10100 - BANK ACCOUNTS
 From 2/1/2023 Through 2/28/2023

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amo...</u>	
A & T Plumbing, Inc. and Son	44342	2/21/2023	21,921.00	
Abila	44343	2/21/2023	382.54	
Accurate Office Supply Co.	44344	2/21/2023	831.10	
Arthur J. Gallagher & Co.	44345	2/21/2023	207.00	
Baker & Taylor	44346	2/21/2023	544.50	
Brodart Co.	44347	2/21/2023	18.96	
CDS Office Technologies	44348	2/21/2023	1,233.95	
ComEd	44349	2/21/2023	3,086.23	
Demco, Inc.	44350	2/21/2023	452.98	
Duke Seward	44351	2/21/2023	200.00	
Ehlers Investment Partners, LLC	44352	2/21/2023	337.34	
Elgin Key & Lock Co., Inc.	44353	2/21/2023	420.46	
Elgin Sheet Metal Company	44354	2/21/2023	1,243.00	
Garveys Office Products	44355	2/21/2023	1,349.24	
Government Finance Officers Associat...	44356	2/21/2023	65.00	
Green Emerald Chem-Dry	44357	2/21/2023	1,850.00	
Groot, Inc	44358	2/21/2023	118.65	
Hallett Movers	44359	2/21/2023	3,754.25	
Imperial Service Systems, Inc	44360	2/21/2023	13,942.00	
INGRAM Library Services	44364	2/21/2023	12,769.20	
Ingram Entertainment, Inc	44365	2/21/2023	521.58	
KONE, INC	44366	2/21/2023	304.84	
McNamee Foundation	44367	2/21/2023	50.00	
Midwest Tape Exchange, Inc.	44368	2/21/2023	4,447.89	
MoxFive	44369	2/21/2023	15,000.00	Data Event Insurance Deductible
Nicor Gas	44370	2/21/2023	923.22	
PETERS Electric & Technology, Inc.	44371	2/21/2023	8,462.00	Computer Area Relocation
Postmaster -Algonquin	44372	2/21/2023	290.00	
RAILS	44373	2/21/2023	770.00	
Rene Osorio	44374	2/21/2023	26.95	
Temesgen Haile	44375	2/21/2023	15.00	
Village of East Dundee	44376	2/21/2023	606.17	
Village Of Gilberts	44377	2/21/2023	100.00	
Cardmember Service	44378	2/21/2023	2,829.50	
Wellness Insurance Network	44379	2/21/2023	18,880.68	
White Oak Library District	44380	2/21/2023	18.00	
Winter Services LLC	44381	2/21/2023	9,437.50	
Paylocity Payroll	DD02/2023 Paylo...	2/10/2023	884.52	
Paylocity Payroll	DD02/2023 Paylo...	2/24/2023	636.13	
Illinois Municipal Retirement	DD02/24/2023-I...	2/24/2023	19,415.96	
Comcast	STMT202302Co...	2/21/2023	931.77	
Comcast	STMT202302DL-...	2/27/2023	332.30	
Comcast	STMT202302RO-...	2/27/2023	225.38	
Office of the Secretary of State of Illi...	TSYS February A...	2/28/2023	2,919.00	
	Total 10100 - BANK ACCOUNTS		152,755.79	
Report Total			152,755.79	

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2023 Through 2/28/2023

Table with columns: Month Activity, Year Activity, FY 2223 Percent Used, FY2223 \$ Remaining, Total Budget - FY2223 Working Budget, FY 2223 Percent Remaining. Rows include Revenues, District Wide, DEPARTMENT-WIDE, and various revenue categories like TAX LEVY, PPRT, TAX INCREMENT FINANCING (TIF) REVENUE, etc.

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2023 Through 2/28/2023

Table with 7 columns: Description, Month Activity, Year Activity, FY 2223 Percent Used, FY2223 \$ Remaining, Total Budget - FY2223 Working Budget, FY 2223 Percent Remaining. Rows include Total LIBRARY OPERATIONS, Total Revenues, Expenditures (TRANSFERS BETWEEN FUNDS, PERSONNEL SERVICES/BENEFITS) with various sub-categories and codes.

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2023 Through 2/28/2023

		Month Activity	Year Activity	FY 2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
80	RANDALL OAKS						
52100	SALARIES	20,582.85	144,406.23	61.62%	89,923.77	234,330.00	38.37%
	Total PERSONNEL SERVICES/BENEFITS	252,608.33	1,791,785.72	61.21%	1,135,319.28	2,927,105.00	38.79%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	75.68	7,833.60	78.33%	2,166.40	10,000.00	21.66%
61500	DATABASES	0.00	42,289.77	73.22%	15,463.23	57,753.00	26.77%
61510	EBOOKS	1,465.80	49,263.09	85.37%	8,436.91	57,700.00	14.62%
61520	DOWNLOADABLE MEDIA	2,169.50	15,051.59	45.23%	18,223.41	33,275.00	54.76%
61540	HOTSPOTS	0.00	9,480.00	94.80%	520.00	10,000.00	5.20%
64100	PROC FEES BOOKS	232.88	2,000.65	50.01%	1,999.35	4,000.00	49.98%
64200	PROC FEES AV	613.10	4,971.98	62.14%	3,028.02	8,000.00	37.85%
64500	ONLINE ORDERING FEE	0.00	738.34	105.47%	(38.34)	700.00	(5.47)%
70900	SUPPLIES	0.00	12.74	0.00%	(12.74)	0.00	0.00%
05	ADMINISTRATION						
61120	BOOKS NF	94.37	466.33	46.63%	533.67	1,000.00	53.36%
61200	PERIODICALS	0.00	1,687.88	84.39%	312.12	2,000.00	15.60%
1	Dundee Library						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	0.00	3,187.43	70.83%	1,312.57	4,500.00	29.16%
61600	VIDEOGAMES	0.00	4,136.10	24.33%	12,863.90	17,000.00	75.67%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	2,683.59	19,197.95	59.99%	12,802.05	32,000.00	40.00%
61111	BOOKS LARGE TYPE	255.40	2,441.58	61.03%	1,558.42	4,000.00	38.96%
61120	BOOKS NF	1,224.25	6,181.32	38.63%	9,818.68	16,000.00	61.36%
61130	BOOKS SPANISH	0.00	430.86	10.77%	3,569.14	4,000.00	89.22%
61140	GRAPHIC NOVELS	157.40	2,098.78	83.95%	401.22	2,500.00	16.04%
61330	AUDIOBOOKS	419.90	3,982.06	56.88%	3,017.94	7,000.00	43.11%
61350	MUSIC	310.41	2,087.37	52.18%	1,912.63	4,000.00	47.81%
61400	DVD	698.68	9,399.35	76.72%	2,850.65	12,250.00	23.27%
61700	NONTRADITIONAL MATERIALS	0.00	1,611.31	32.22%	3,388.69	5,000.00	67.77%
15	TEEN						
61100	BOOKS	888.42	4,514.36	56.42%	3,485.64	8,000.00	43.57%
61130	BOOKS SPANISH	130.19	787.83	39.39%	1,212.17	2,000.00	60.60%
61330	AUDIOBOOKS	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
20	YOUTH SERVICES						
61100	BOOKS	2,369.73	18,842.01	41.87%	26,157.99	45,000.00	58.12%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2023 Through 2/28/2023

		Month Activity	Year Activity	FY 2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
61130	BOOKS SPANISH	108.35	965.00	12.06%	7,035.00	8,000.00	87.93%
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	649.95	2,857.38	57.14%	2,142.62	5,000.00	42.85%
61700	NONTRADITIONAL MATERIALS	0.00	1,377.05	39.34%	2,122.95	3,500.00	60.65%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
61200	PERIODICALS	0.00	1,520.54	101.36%	(20.54)	1,500.00	(1.36)%
61600	VIDEOGAMES	0.00	2,778.60	55.57%	2,221.40	5,000.00	44.42%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	839.92	6,590.00	65.90%	3,410.00	10,000.00	34.10%
61120	BOOKS NF	282.79	1,453.30	48.44%	1,546.70	3,000.00	51.55%
61400	DVD	531.52	3,931.85	52.42%	3,568.15	7,500.00	47.57%
15	TEEN						
61100	BOOKS	223.75	1,787.40	59.58%	1,212.60	3,000.00	40.42%
61330	AUDIOBOOKS	0.00	0.00	0.00%	250.00	250.00	100.00%
20	YOUTH SERVICES						
61100	BOOKS	173.47	6,094.38	43.53%	7,905.62	14,000.00	56.46%
61130	BOOKS SPANISH	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
61400	DVD	525.53	1,839.52	61.31%	1,160.48	3,000.00	38.68%
61700	NONTRADITIONAL MATERIALS	0.00	762.00	152.40%	(262.00)	500.00	(52.40)%
	Total LIBRARY MATERIALS	17,124.58	244,651.30	58.75%	171,776.70	416,428.00	41.25%
51	LIBRARY OPERATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
52123	WORKERS COMP	207.00	6,411.00	82.19%	1,389.00	7,800.00	17.80%
52124	UNEMPLOYMENT INS	0.00	(468.64)	(4.68)%	10,468.64	10,000.00	104.68%
52130	STAFF DEVELOPMENT	0.00	2,460.10	36.71%	4,239.90	6,700.00	63.28%
70800	POSTAGE	426.99	1,709.25	56.97%	1,290.75	3,000.00	43.02%
70900	SUPPLIES	869.78	6,637.71	51.05%	6,362.29	13,000.00	48.94%
73225	PUBLIC LIABILITY INS	0.00	36,371.64	90.92%	3,628.36	40,000.00	9.07%
73230	TRANSPORTATION REIMBURSEMENT	30.00	716.36	14.32%	4,283.64	5,000.00	85.67%
73240	BOARD EXPENSES	0.00	375.00	15.00%	2,125.00	2,500.00	85.00%
73241	LEGAL NOTICES FEES	0.00	1,069.80	53.49%	930.20	2,000.00	46.51%
73242	MEMBERSHIPS	0.00	1,100.00	37.93%	1,800.00	2,900.00	62.06%
73245	BACKGROUND CHECK FEES	0.00	66.00	16.50%	334.00	400.00	83.50%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2023 Through 2/28/2023

		Month Activity	Year Activity	FY 2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
73250	BANK CHARGES	217.02	2,515.07	83.83%	484.93	3,000.00	16.16%
73255	INVESTMENT FEES	337.34	2,665.64	44.42%	3,334.36	6,000.00	55.57%
73260	LOST & PAID FORWARDING	0.00	0.00	0.00%	500.00	500.00	100.00%
73280	COST OF ITEMS SOLD	0.00	45.36	9.07%	454.64	500.00	90.92%
73281	TAX EXPENSE	0.00	55.56	37.04%	94.44	150.00	62.96%
73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	3,983.00	45,159.25	60.21%	29,840.75	75,000.00	39.78%
73283	LICENSE PLATE S&SLT FEES	33.75	382.50	61.20%	242.50	625.00	38.80%
73285	REIMBURSED PURCHASES	1,110.31	11,816.30	65.64%	6,183.70	18,000.00	34.35%
73290	HOSPITALITY	321.11	881.14	25.17%	2,618.86	3,500.00	74.82%
73295	MEETING EXPENSE	0.00	895.93	89.59%	104.07	1,000.00	10.40%
76500	CASH UNDER	0.08	87.82	35.19%	161.68	249.50	64.80%
79990	CONTINGENT EXPENSES	0.00	3,183.76	106.12%	(183.76)	3,000.00	(6.12)%
05	ADMINISTRATION						
52130	STAFF DEVELOPMENT	0.00	2,981.70	54.21%	2,518.30	5,500.00	45.78%
52150	DIRECTOR'S CONF	0.00	845.20	24.14%	2,654.80	3,500.00	75.85%
73242	MEMBERSHIPS	53.50	989.50	37.05%	1,680.50	2,670.00	62.94%
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	0.00	990.55	49.52%	1,009.45	2,000.00	50.47%
30	PUBLIC SERVICE						
70900	SUPPLIES	266.48	2,413.82	34.48%	4,586.18	7,000.00	65.51%
40	PUBLIC RELATIONS						
52130	STAFF DEVELOPMENT	0.00	864.50	86.45%	135.50	1,000.00	13.55%
73242	MEMBERSHIPS	0.00	100.00	66.66%	50.00	150.00	33.33%
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	150.00	100.00%	0.00	150.00	0.00%
90	FACILITIES						
70900	SUPPLIES	522.03	4,014.27	40.14%	5,985.73	10,000.00	59.85%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	987.16	5,335.85	76.22%	1,664.15	7,000.00	23.77%
73520	PLANT OPERATION	1,851.98	8,965.44	44.82%	11,034.56	20,000.00	55.17%
10	ADULT & TEEN SERVICES						
52130	STAFF DEVELOPMENT	0.00	275.00	5.50%	4,725.00	5,000.00	94.50%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2023 Through 2/28/2023

		Month Activity	Year Activity	FY 2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY 2223 Percent Remaining
73242	MEMBERSHIPS	165.00	490.00	37.98%	800.00	1,290.00	62.01%
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	17.50	2,190.08	146.00%	(690.08)	1,500.00	(46.00)%
73242	MEMBERSHIPS	199.00	199.00	66.33%	101.00	300.00	33.66%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	246.79	932.77	93.27%	67.23	1,000.00	6.72%
73505	RENT EXPENSE	5,407.50	43,260.00	66.66%	21,630.00	64,890.00	33.33%
80	RANDALL OAKS						
52130	STAFF DEVELOPMENT	225.00	225.00	7.50%	2,775.00	3,000.00	92.50%
73242	MEMBERSHIPS	0.00	0.00	0.00%	425.00	425.00	100.00%
	Total LIBRARY OPERATIONS	17,478.32	199,359.23	57.21%	149,130.27	348,489.50	42.79%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	0.00	7,790.00	70.81%	3,210.00	11,000.00	29.18%
70900	SUPPLIES	199.99	5,510.18	91.83%	489.82	6,000.00	8.16%
73010	NEWSLETTER	0.00	12,235.00	45.31%	14,765.00	27,000.00	54.68%
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	199.99	25,535.18	55.88%	20,164.82	45,700.00	44.12%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	78.90	3.94%	1,921.10	2,000.00	96.05%
73150	PERFORMERS	0.00	1,500.00	33.33%	3,000.00	4,500.00	66.66%
73151	SUMMER READING	0.00	1,499.20	9.37%	14,500.80	16,000.00	90.63%
73152	WINTER READING	0.00	2,235.11	74.50%	764.89	3,000.00	25.49%
73153	MISC READING CHALLENGES	0.00	424.18	16.96%	2,075.82	2,500.00	83.03%
73155	LICENSING	0.00	1,420.00	83.52%	280.00	1,700.00	16.47%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	36.36	3,171.75	60.41%	2,078.25	5,250.00	39.58%
15	TEEN						
70900	SUPPLIES	26.99	617.48	30.87%	1,382.52	2,000.00	69.12%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2023 Through 2/28/2023

Table with 8 columns: Account Number, Description, Month Activity, Year Activity, FY 2223 Percent Used, FY2223 \$ Remaining, Total Budget - FY2223 Working Budget, FY 2223 Percent Remaining. Rows include categories like PERFORMERS, YOUTH SERVICES, SUPPLIES, COMPUTER, and MAINTENANCE.

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2023 Through 2/28/2023

Table with columns: Month Activity, Year Activity, FY 2223 Percent Used, FY2223 \$ Remaining, Total Budget - FY2223 Working Budget, FY 2223 Percent Remaining. Rows include categories like CONTINGENT EXPENSES, DEPARTMENT-WIDE, COMPUTER MAINT, BUILDING REPAIRS AND MAINTENANCE, PLANT OPERATION, EQUIPMENT MAINT, CONTRACTS: BUILDING MAINTENANCE, UTILITIES, and CAPITAL EXPENSE.

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
 10 - GENERAL/CORPORATE
 From 2/1/2023 Through 2/28/2023

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY 2223 Percent Used</u>	<u>FY2223 \$ Remaining</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY 2223 Percent Remaining</u>
73270	FURNITURE & EQUIP	12,216.25	12,616.15	74.21%	4,383.85	17,000.00	25.78%
20	YOUTH SERVICES						
73270	FURNITURE & EQUIP	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>8,275.00</u>	<u>8,275.00</u>	<u>100.00%</u>
	Total CAPITAL EXPENSE	<u>12,313.25</u>	<u>14,217.89</u>	<u>26.54%</u>	<u>39,357.11</u>	<u>53,575.00</u>	<u>73.46%</u>
	Total Expenditures	<u>318,687.83</u>	<u>2,773,053.89</u>	<u>65.42%</u>	<u>1,465,485.11</u>	<u>4,238,539.00</u>	<u>34.58%</u>
	Net Increase(Decrease) in Fund Balance	<u>(261,696.67)</u>	<u>1,357,190.74</u>	<u>(1,278.36)%</u>	<u>(1,463,357.19)</u>	<u>(106,166.45)</u>	<u>1,378.36%</u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 2/1/2023 Through 2/28/2023

Table with 7 columns: Description, Month Activity, Year Activity, FY 2223 Percent Used, FY2223 \$ Remaining, Total Budget - FY2223 Working Budget, FY 2223 Percent Remaining. Rows include Revenues (District Wide, DEPARTMENT-WIDE) and Expenditures (COMPUTER, MAINTENANCE, CAPITAL EXPENSE).

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
 70 - CAPITAL PROJECTS/SPECIAL RESERVE
 From 2/1/2023 Through 2/28/2023

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY 2223 Percent Used</u>	<u>FY2223 \$ Remaining</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY 2223 Percent Remaining</u>
Net Increase(Decrease) in Fund Balance	<u>(33,598.39)</u>	<u>69,911.12</u>	<u>(8.39)%</u>	<u>(902,765.12)</u>	<u>(832,854.00)</u>	<u>108.39%</u>

Fox River Valley Public Library District
 Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
 80 - WORKING CASH
 From 2/1/2023 Through 2/28/2023

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY 2223 Percent Used</u>	<u>FY2223 \$ Remaining</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY 2223 Percent Remaining</u>
Revenues						
00 REVENUES						
0 District Wide						
00 DEPARTMENT-WIDE						
44010 INT & DIV INCOME	230.63	2,419.75	69.13%	1,080.25	3,500.00	30.86%
44011 MARKET VALUE ADJUSTMENT	(214.71)	(214.71)	0.00%	214.71	0.00	0.00%
Total REVENUES	<u>15.92</u>	<u>2,205.04</u>	<u>63.00%</u>	<u>1,294.96</u>	<u>3,500.00</u>	<u>37.00%</u>
Total Revenues	<u>15.92</u>	<u>2,205.04</u>	<u>63.00%</u>	<u>1,294.96</u>	<u>3,500.00</u>	<u>37.00%</u>
Net Increase(Decrease) in Fund Balance	<u>15.92</u>	<u>2,205.04</u>	<u>63.00%</u>	<u>1,294.96</u>	<u>3,500.00</u>	<u>36.99%</u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
90 - DONATION / GIFT
From 2/1/2023 Through 2/28/2023

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY 2223 Percent Used</u>	<u>FY2223 \$ Remaining</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY 2223 Percent Remaining</u>
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	371.97	3,902.75	65.04%	2,097.25	6,000.00	34.95%
44011	MARKET VALUE ADJUSTMENT	(346.30)	(346.30)	0.00%	346.30	0.00	0.00%
49010	MONETARY GIFT	20.00	20.00	0.40%	4,980.00	5,000.00	99.60%
49020	MONETARY GIFTS -FRIENDS	0.00	1,000.00	0.00%	(1,000.00)	0.00	0.00%
	Total REVENUES	<u>45.67</u>	<u>4,576.45</u>	<u>41.60%</u>	<u>6,423.55</u>	<u>11,000.00</u>	<u>58.40%</u>
	Total Revenues	<u>45.67</u>	<u>4,576.45</u>	<u>41.60%</u>	<u>6,423.55</u>	<u>11,000.00</u>	<u>58.40%</u>
	Net Increase(Decrease) in Fund Balance	<u>45.67</u>	<u>4,576.45</u>	<u>41.60%</u>	<u>6,423.55</u>	<u>11,000.00</u>	<u>58.39%</u>

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - Budget v Actual Revenues FY2223
From 2/1/2023 Through 2/28/2023

	Month Activity	Year Activity	FY2223 Percent Budget Used	Total Budget - FY2223 Working Budget	FY2223 Budget \$ Remaining	FY2223 Percent Budget Remaining	
Revenues							
43010	TAX LEVY	0.00	3,750,934.26	97.98%	3,828,249.00	77,314.74	2.01%
43020	PPRT	35,771.28	98,027.34	122.53%	80,000.00	(18,027.34)	(22.53)%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	24,177.88	0.00%	0.00	(24,177.88)	0.00%
44010	INT & DIV INCOME	19,774.31	136,227.51	236.91%	57,500.00	(78,727.51)	(136.91)%
44011	MARKET VALUE ADJUSTMENT	(2,668.41)	(2,668.41)	0.00%	0.00	2,668.41	0.00%
45010	PER CAPITA GRANT	0.00	105,506.75	103.16%	102,273.55	(3,233.20)	(3.16)%
45020	OTHER GRANTS	2,334.87	7,304.61	73.04%	10,000.00	2,695.39	26.95%
45030	SRC SPONSORSHIP	0.00	45.80	0.00%	0.00	(45.80)	0.00%
46030	LOST & DAMAGED	403.51	3,159.13	63.18%	5,000.00	1,840.87	36.81%
46110	MEETING RM RENTAL	0.00	0.00	0.00%	50.00	50.00	100.00%
46200	PRINT/COPY REVENUE	653.80	4,568.35	114.20%	4,000.00	(568.35)	(14.20)%
46250	LICENSE PLATE RENEWAL INCOME	4,185.50	47,349.00	59.18%	80,000.00	32,651.00	40.81%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	8.98	177.23	177.23%	100.00	(77.23)	(77.23)%
46400	MISCELLANEOUS INCOME	33.91	185.91	37.18%	500.00	314.09	62.81%
46450	REIMBURSEMENTS	0.00	500.00	2.77%	18,000.00	17,500.00	97.22%
46500	CASH OVER	13.61	13.61	0.00%	0.00	(13.61)	0.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	(156.00)	1,014.76	84.56%	1,200.00	185.24	15.43%
49010	MONETARY GIFT	20.00	20.00	0.40%	5,000.00	4,980.00	99.60%
49020	MONETARY GIFTS -FRIENDS	0.00	1,000.00	0.00%	0.00	(1,000.00)	0.00%
	Total Revenues	<u>60,375.36</u>	<u>4,177,543.73</u>	<u>99.66%</u>	<u>4,191,872.55</u>	<u>14,328.82</u>	<u>0.34%</u>
	Net Increase(Decrease) in Fund Balance	<u><u>60,375.36</u></u>	<u><u>4,177,543.73</u></u>	<u><u>99.65%</u></u>	<u><u>4,191,872.55</u></u>	<u><u>14,328.82</u></u>	<u><u>0.34%</u></u>

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - Revenue by Period - Posted Transactions Only
From 7/1/2022 Through 6/30/2023

	7/1/2022 - 7/31/2022	8/1/2022 - 8/31/2022	9/1/2022 - 9/30/2022	10/1/2022 - 10/31/2022	11/1/2022 - 11/30/2022	12/1/2022 - 12/31/2022	1/1/2023 - 1/31/2023	2/1/2023 - 2/28/2023	3/1/2023 - 3/31/2023	4/1/2023 - 4/30/2023	5/1/2023 - 5/31/2023	6/1/2023 - 6/30/2023	Total
Revenues													
TRANSFER IN	200,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200,000.00
TAX LEVY	2,003,737...	41,532.33	1,255,111...	416,417.48	34,135.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,750,934...
PPRT	25,295.94	2,888.03	0.00	34,072.09	0.00	0.00	0.00	35,771.28	0.00	0.00	0.00	0.00	98,027.34
TAX INCREMENT FINANCING (TIF) REVENUE	0.00	0.00	0.00	0.00	0.00	24,177.88	0.00	0.00	0.00	0.00	0.00	0.00	24,177.88
INT & DIV INCOME	7,636.49	12,840.09	13,969.82	18,240.69	20,061.33	23,889.71	19,815.07	19,774.31	0.00	0.00	0.00	0.00	136,227.51
MARKET VALUE ADJUSTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(2,668.41)	0.00	0.00	0.00	0.00	(2,668.41)
PER CAPITA GRANT	0.00	0.00	105,506.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	105,506.75
OTHER GRANTS	0.00	0.00	2,334.87	300.00	2,334.87	0.00	0.00	2,334.87	0.00	0.00	0.00	0.00	7,304.61
SRC SPONSORSHIP	0.00	0.00	45.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.80
LOST & DAMAGED	634.67	265.58	614.23	256.50	304.43	263.06	417.15	403.51	0.00	0.00	0.00	0.00	3,159.13
PRINT/COPY REVENUE	572.60	798.95	776.69	532.71	432.70	401.80	399.10	653.80	0.00	0.00	0.00	0.00	4,568.35
LICENSE PLATE RENEWAL INCOME	7,172.00	8,720.00	5,870.00	6,443.00	4,514.50	4,574.00	5,870.00	4,185.50	0.00	0.00	0.00	0.00	47,349.00
TAXABLE SALES (USB, DVD, EARBUDS)	1.50	15.00	1.50	0.00	41.10	59.80	49.35	8.98	0.00	0.00	0.00	0.00	177.23
MISCELLANEOUS INCOME	0.00	62.58	27.03	37.94	24.45	0.00	0.00	33.91	0.00	0.00	0.00	0.00	185.91
REIMBURSEMENTS	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
CASH OVER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13.61	0.00	0.00	0.00	0.00	13.61
RETIRED EMPLOYEE REIMBURSEMENTS	94.00	94.00	94.00	94.00	350.38	350.38	94.00	(156.00)	0.00	0.00	0.00	0.00	1,014.76
MONETARY GIFT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00	0.00	0.00	0.00	0.00	20.00
MONETARY GIFTS -FRIENDS	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
Total Revenues	<u>2,245,145...</u>	<u>67,216.56</u>	<u>1,384,352...</u>	<u>476,394.41</u>	<u>63,699.00</u>	<u>53,716.63</u>	<u>26,644.67</u>	<u>60,375.36</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,377,543...</u>
Net Increase(Decrease) in Fund Balance	<u><u>2,245,145.04</u></u>	<u><u>67,216.56</u></u>	<u><u>1,384,352.06</u></u>	<u><u>476,394.41</u></u>	<u><u>63,699.00</u></u>	<u><u>53,716.63</u></u>	<u><u>26,644.67</u></u>	<u><u>60,375.36</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>4,377,543.73</u></u>

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Budget V Actual Expenditures FY2223
From 2/1/2023 Through 2/28/2023

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2223 Percent Used</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY2223 \$ Remaining</u>	<u>FY2223 Percent Remaining</u>
Expenditures						
15 Personnel Expenses						
15 PERSONNEL SERVICES/BENEFITS	252,608.33	1,791,785.72	61.21%	2,927,105.00	1,135,319.28	38.78%
Total Personnel Expenses	252,608.33	1,791,785.72	61.21%	2,927,105.00	1,135,319.28	38.79%
20 Library Materials						
20 LIBRARY MATERIALS	12,079.51	239,606.23	57.53%	416,428.00	176,821.77	42.46%
Total Library Materials	12,079.51	239,606.23	57.54%	416,428.00	176,821.77	42.46%
50 Operating Expenses						
51 LIBRARY OPERATIONS	17,476.34	199,357.25	57.20%	348,489.50	149,132.25	42.79%
52 PUBLIC RELATIONS	199.99	25,535.18	55.87%	45,700.00	20,164.82	44.12%
53 GENERAL PROGRAMMING	714.80	21,188.76	37.53%	56,450.00	35,261.24	62.46%
54 COMPUTER	482.68	100,291.59	53.80%	186,400.00	86,108.41	46.19%
55 PROFESSIONAL FEES	1,520.65	19,774.49	55.86%	35,400.00	15,625.51	44.13%
Total Operating Expenses	20,394.46	366,147.27	54.45%	672,439.50	306,292.23	45.55%
60 Building Expenses						
61 MAINTENANCE	36,044.82	269,316.08	40.02%	672,791.50	403,475.42	59.97%
65 UTILITIES	1,612.94	41,381.69	55.77%	74,200.00	32,818.31	44.22%
Total Building Expenses	37,657.76	310,697.77	41.59%	746,991.50	436,293.73	58.41%
70 Capital Expense						
70 CAPITAL EXPENSE	27,216.25	29,770.87	8.42%	353,429.00	323,658.13	91.57%
Total Capital Expense	27,216.25	29,770.87	8.42%	353,429.00	323,658.13	91.58%
Total Expenditures	349,956.31	2,738,007.86	53.51%	5,116,393.00	2,378,385.14	46.49%
Net Increase(Decrease) in Fund Balance	(349,956.31)	(2,738,007.86)	53.51%	(5,116,393.00)	(2,378,385.14)	46.48%

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Budget v Actual Expenses by Location FY2223
From 2/1/2023 Through 2/28/2023

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2223 Percent Used</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY2223 Budget \$ Remaining</u>	<u>FY2223 Percent Remaining</u>
Expenditures						
0 District Wide						
15 Personnel Expenses	131,523.37	976,312.73	59.00%	1,654,687.00	678,374.27	40.99%
20 Library Materials	4,271.43	133,416.07	72.34%	184,428.00	51,011.93	27.65%
50 Operating Expenses	10,099.03	286,781.40	54.06%	530,484.50	243,703.10	45.93%
60 Building Expenses	76.83	20,459.79	61.65%	33,182.50	12,722.71	38.34%
70 Capital Expense	15,000.00	17,154.72	5.22%	328,154.00	310,999.28	94.77%
Total District Wide	<u>160,970.66</u>	<u>1,434,124.71</u>	<u>52.51%</u>	<u>2,730,936.00</u>	<u>1,296,811.29</u>	<u>47.49%</u>
1 Dundee Library						
15 Personnel Expenses	100,502.11	671,066.76	64.64%	1,038,088.00	367,021.24	35.35%
20 Library Materials	6,120.94	80,322.41	43.95%	182,750.00	102,427.59	56.04%
50 Operating Expenses	3,929.77	31,903.11	46.75%	68,240.00	36,336.89	53.24%
60 Building Expenses	35,831.69	263,942.46	37.90%	696,237.00	432,294.54	62.09%
70 Capital Expense	12,216.25	12,616.15	49.91%	25,275.00	12,658.85	50.08%
Total Dundee Library	<u>158,600.76</u>	<u>1,059,850.89</u>	<u>52.71%</u>	<u>2,010,590.00</u>	<u>950,739.11</u>	<u>47.29%</u>
2 Randall Oaks						
15 Personnel Expenses	20,582.85	144,406.23	61.62%	234,330.00	89,923.77	38.37%
20 Library Materials	1,687.14	25,867.75	52.52%	49,250.00	23,382.25	47.47%
50 Operating Expenses	6,365.66	47,462.76	64.38%	73,715.00	26,252.24	35.61%
60 Building Expenses	1,749.24	26,295.52	149.64%	17,572.00	(8,723.52)	(49.64)%
Total Randall Oaks	<u>30,384.89</u>	<u>244,032.26</u>	<u>65.10%</u>	<u>374,867.00</u>	<u>130,834.74</u>	<u>34.90%</u>
Total Expenditures	<u>349,956.31</u>	<u>2,738,007.86</u>	<u>53.51%</u>	<u>5,116,393.00</u>	<u>2,378,385.14</u>	<u>46.49%</u>
Net Increase(Decrease) in Fund Balance	<u>(349,956.31)</u>	<u>(2,738,007.86)</u>	<u>53.51%</u>	<u>(5,116,393.00)</u>	<u>(2,378,385.14)</u>	<u>46.48%</u>

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Expenditures by Period - Posted Transactions Only
From 7/1/2022 Through 6/30/2023

	<u>7/1/2022 - 7/31/2022</u>	<u>8/1/2022 - 8/31/2022</u>	<u>9/1/2022 - 9/30/2022</u>	<u>10/1/2022 - 10/31/2022</u>	<u>11/1/2022 - 11/30/2022</u>	<u>12/1/2022 - 12/31/2022</u>	<u>1/1/2023 - 1/31/2023</u>	<u>2/1/2023 - 2/28/2023</u>	<u>3/1/2023 - 3/31/2023</u>	<u>4/1/2023 - 4/30/2023</u>	<u>5/1/2023 - 5/31/2023</u>	<u>6/1/2023 - 6/30/2023</u>	<u>Total</u>
Expenditures													
Personnel Expenses													
PERSONNEL SERVICES/BENEFITS	169,791.32	215,307.43	203,155.87	209,183.92	214,700.77	314,197.97	212,840.11	252,608.33	0.00	0.00	0.00	0.00	1,791,785...
Library Materials													
LIBRARY MATERIALS	70,713.26	34,452.98	23,253.53	37,422.85	29,568.00	17,606.46	14,509.64	12,079.51	0.00	0.00	0.00	0.00	239,606.23
Operating Expenses													
LIBRARY OPERATIONS	31,430.23	23,810.60	17,843.76	32,218.59	24,652.23	19,463.02	32,462.48	17,476.34	0.00	0.00	0.00	0.00	199,357.25
PUBLIC RELATIONS	3,108.70	2,878.44	7,421.94	2,549.99	6,327.24	140.34	2,908.54	199.99	0.00	0.00	0.00	0.00	25,535.18
GENERAL PROGRAMMING	2,383.56	2,083.21	751.45	2,772.02	6,837.66	2,080.86	3,565.20	714.80	0.00	0.00	0.00	0.00	21,188.76
COMPUTER	25,160.02	9,792.37	15,625.31	20,448.58	1,237.78	7,327.08	20,217.77	482.68	0.00	0.00	0.00	0.00	100,291.59
PROFESSIONAL FEES	2,078.30	7,780.77	887.25	916.80	921.01	3,714.80	1,954.91	1,520.65	0.00	0.00	0.00	0.00	19,774.49
Building Expenses													
MAINTENANCE	8,651.66	83,663.32	23,545.58	16,390.05	74,918.73	7,468.92	18,633.00	36,044.82	28.50	0.00	0.00	0.00	269,344.58
UTILITIES	5,949.30	5,849.57	6,749.98	5,049.26	3,946.68	5,747.47	6,476.49	1,612.94	0.00	0.00	0.00	0.00	41,381.69
Capital Expense													
CAPITAL EXPENSE	0.00	0.00	895.00	0.00	649.98	59.98	949.66	27,216.25	0.00	0.00	0.00	0.00	29,770.87
Total Expenditures	<u>319,266.35</u>	<u>385,618.69</u>	<u>300,129.67</u>	<u>326,952.06</u>	<u>363,760.08</u>	<u>377,806.90</u>	<u>314,517.80</u>	<u>349,956.31</u>	<u>28.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,738,036...</u>
Net Increase(Decrease) in Fund Balance	<u>(319,266.35)</u>	<u>(385,618.69)</u>	<u>(300,129.67)</u>	<u>(326,952.06)</u>	<u>(363,760.08)</u>	<u>(377,806.90)</u>	<u>(314,517.80)</u>	<u>(349,956.31)</u>	<u>(28.50)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(2,738,036.36)</u>

Fox River Valley Public Library District
Balance Sheet
As of 2/28/2023

Attachment to Exhibit A.1.i

Current Year

Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	3,868,284.12
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,349,917.97
90	DONATION / GIFT	5,370.00
	Total Checking Accounts	<u>6,223,572.09</u>
Other Cash		
10900	CASH ON HAND DUNDEE	
10	GENERAL/CORPORATE	258.65
	Total Other Cash	<u>258.65</u>
Investments		
10500	INVESTMENT ACCOUNTS	
70	CAPITAL PROJECTS/SPECIAL RESERVE	1,573,130.08
80	WORKING CASH	160,277.60
90	DONATION / GIFT	258,507.83
	Total Investments	<u>1,991,915.51</u>
	Total Cash and Investments	8,215,746.25
Other Assets		
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	18,452.64
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	28,495.56
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	2,013.75
	Total Other Assets	<u>48,961.95</u>
	Total Assets	<u><u>8,264,708.20</u></u>
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	465.00
20002	AP license Plate	
10	GENERAL/CORPORATE	1,064.00
20003	AP Other	
10	GENERAL/CORPORATE	250.77
20200	RENT PAYABLE	
10	GENERAL/CORPORATE	5,407.50
21000	ACCRUED PAYROLL	
10	GENERAL/CORPORATE	62,147.71
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	1,171.05
22062	CREDIT CARD PAYABLE PACINI	
10	GENERAL/CORPORATE	83.26
22068	CREDIT CARD PAYABLE ZABSKI	
10	GENERAL/CORPORATE	(230.00)
22070	CREDIT CARD PAYABLE LORENZETTI	
10	GENERAL/CORPORATE	34.18
22074	CREDIT CARD PAYABLE KATSION	
10	GENERAL/CORPORATE	165.00
22075	CREDIT CARD PAYABLE BERGER	
10	GENERAL/CORPORATE	225.00
22080	CREDIT CARD PAYABLE POWESIAK	
10	GENERAL/CORPORATE	38.07
22084	CREDIT CARD PAYABLE SABALA	
10	GENERAL/CORPORATE	(20.00)
22085	CREDIT CARD PAYABLE JI	
10	GENERAL/CORPORATE	190.46
22087	CREDIT CARD PAYABLE WINGER	

Fox River Valley Public Library District
 Balance Sheet
 As of 2/28/2023

Current Year		
10	GENERAL/CORPORATE	42.65
22090	CREDIT CARD PAYABLE SHERRY KENNEY	
10	GENERAL/CORPORATE	238.95
22500	STAFF REIMBURSEMENTS PAYABLE	
10	GENERAL/CORPORATE	229.20
	Total Liabilities	71,502.80
	Fund Balance	
10	GENERAL/CORPORATE	3,846,057.52
70	CAPITAL PROJECTS/SPECIAL RESERVE	3,923,048.05
80	WORKING CASH	160,277.60
90	DONATION / GIFT	263,877.83
	Total Fund Balance	8,193,261.00
	Total Liabilities and Fund Balance	8,264,763.80



Investment Inventory Month End
FR Valley Investment Holdings (104089)
02/28/2023

Description	Purchase/Settle Date	Maturity Date	Next Call Date	Original Cost	Current Face Value	Coupon Rate	Purchase Yield	CUSIP	Market Value
DREYFUS TREASURY OBLIGATIONS CSH MGT PTP	---	02/28/2023	---	5,415.40	0.00	4.070	---	261908404	5,415.40
NEW BRITAIN CONN	05/21/2020	03/01/2023	03/01/2023	5,488.95	5,000.00	5.000	1.398	6427137M7	5,000.00
Citibank, N.A.	04/02/2019	04/03/2023	---	81,933.00	82,000.00	2.750	2.772	17312Q3R8	81,878.64
UNITED STATES TREASURY	10/12/2022	04/06/2023	---	208,882.59	213,000.00	0.000	4.088	912796YN3	212,058.54
Morgan Stanley Private Bank, National Association	04/11/2019	04/11/2023	---	149,865.00	150,000.00	2.700	2.724	61760AYK9	149,704.50
UNITED STATES TREASURY	11/04/2022	05/04/2023	---	204,369.62	209,000.00	0.000	4.569	912796YW3	207,282.02
UNITED STATES TREASURY	12/07/2022	06/01/2023	---	59,652.34	61,000.00	0.000	4.685	912796ZG7	60,266.78
UMassFive College Federal Credit Union	12/09/2022	06/09/2023	---	250,010.00	250,000.00	4.850	4.842	90407LAB9	250,155.00
UNITED STATES TREASURY	01/04/2023	06/29/2023	---	69,411.45	71,000.00	0.000	4.746	912796ZR3	69,893.82
UNITED STATES TREASURY	02/09/2023	08/10/2023	---	141,514.32	145,000.00	0.000	4.940	912796XY0	141,866.55
UNITED STATES TREASURY	02/16/2023	08/17/2023	---	136,574.36	140,000.00	0.000	5.030	912796Z36	136,822.00
UNITED STATES TREASURY	03/23/2022	09/30/2023	---	106,369.20	105,000.00	2.875	2.001	9128285D8	103,687.50
WAUKEGAN ILL	07/21/2020	12/30/2023	---	206,993.40	190,000.00	3.543	0.898	942860QM2	187,486.30
American Express Bank, FSB	03/02/2022	03/04/2024	---	178,925.50	179,000.00	1.600	1.621	02589ABL5	172,903.26
UNITED STATES TREASURY	05/11/2022	05/15/2024	---	209,825.00	220,000.00	0.250	2.626	91282CCC3	207,495.20
---	---	08/26/2023	---	2,015,230.13	2,020,000.00	1.576	3.451	---	1,991,915.51

B.1 Strategic Plan Update

There is no motion to be made; Executive Director Dodson will provide information to help guide the process in formulating the Strategic Plan for Fox River Valley Public Library District

BACKGROUND INFORMATION:

Dodson will update the Board on her research in preparation for drafting the next Strategic Plan. She will meet with various consultants prior to the meeting and report on those findings.

C.1 Decennial Committee

There is no motion to be made. Director Dodson will discuss formation of Fox River Valley Public Library District's Decennial Committee

BACKGROUND INFORMATION:

On June 10, 2022, the Illinois General Assembly enacted Public Act 102-1088 creating the "Decennial Committees on Local Government Efficiency Act". The Act applies to units of local government that may levy any tax, excluding municipalities and counties. Highlights of the Act are:

- Committee must be formed **no later than 6/09/23 and at least once every 10 years thereafter**. Committee to include members of the governing board of the governmental unit; at least 2 residents of the district appointed, by the chair of the board; and, any chief officer or other officer of the governmental unit
- Committee studies the governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements and interrelationships with other governmental units and the state of Illinois. Committee collects data, research, and analysis as necessary to prepare a written report. Report must include recommendations as to increased accountability and efficiency. Report must be submitted to county board no later than 18 months after the formation of committee
- Subject to Open Meetings Act. Posted agendas, minutes, public comment, open to the public. The Act does permit a committee to require speakers to register to speak
- Committee must meet at least 3 times; can meet during regularly scheduled Library Board meetings but must provide separate notice, be listed on the regular meeting agenda, and a majority of committee members must be present (no mention of majority of a quorum)
- Committee must conduct a survey at the end of a meeting of residents in attendance to ask for input on the matters discussed at the meeting
- Subject to FOIA. The written report submitted to the county board is a public record
- Once the report is submitted and made available to the public the committee is dissolved.
- Committee must be reestablished with newly appointed members on the 10th anniversary of the initial committee's formation, and every 10th year thereafter

FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT

EXHIBIT C.2
March 21, 2023

C.2 Working Budget – possible amendment

RECOMMENDED **MOTION #1**: I move to reject amending the FY2223 Working Budget

ALTERNATE RECOMMENDED **MOTION #2**: I move to amend the FY 2223 Working Budget by transferring \$60,000 set aside in various Personnel lines to the Maintenance Budget line

BACKGROUND INFORMATION:

At the time FY2223 Working Budget was drafted, FRVPLD had determined to hire a full time custodian in order to provide custodial services that corresponded to the hours Dundee Library was open to the public. The position proved to be difficult to fill and the Library District contracted with a cleaning service while it searched for a candidate. To date, the search has been unsuccessful.

The additional unanticipated expense of a cleaning service has strained the Working Budget line item for Contracts: Building Maintenance. The District’s attorney has been consulted. Two motions are before the Board.

Administration recommends Motion #1 as the District will not be exceeding the \$229,187 budgeted for Building and Maintenance Estimated Expenditures in the Budget and Appropriation Ordinance.

No new appropriations are being requested. Total final expenditures in the FY2223 Working Budget will not be exceeded.

Alternatively, the Board may wish to opt for Motion #2 should it wish to have the FY2223 Working Budget amended to reflect the lines that have been adjusted. Below is a chart detailing the budget lines and amounts to be transferred.

From	To	Amount	Budgeted	Remaining	New Remaining	New R %	Description
10-15-0-90-52100	10-61-1-00-73540	\$37,000.00	\$166,997.00	\$79,570.43	\$42,570.43	25%	Facilities Salaries
10-15-0-00-52121	10-61-2-00-73540	\$3,500.00	\$205,000.00	\$87,584.93	\$84,084.93	41%	IMRF
10-15-0-00-52212	10-61-2-00-73540	\$2,500.00	\$168,000.00	\$61,309.44	\$58,809.44	35%	FICA/Med/SS-R
10-15-0-00-52120	10-61-2-00-73540	\$7,000.00	\$236,000.00	\$119,218.98	\$112,218.98	48%	Employee Insurance
10-15-0-00-52160	10-61-2-00-73540	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0%	Tuition Reimbursement
		\$60,000.00					

The Board has final discretion in selecting the motion.

C.3 Approve Report of Closed Session Minutes Review and destruction of audio recordings made prior to September 21, 2021

RECOMMENDED **MOTION**: I move to approve the report of the closed session minutes review and destruction of audio recordings made prior to September 21, 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.