

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

**February 18, 2025
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

- **Executive Director Search Update**

Director’s Report— Interim Director Heather Zabski

- **Ehlers Investment Portfolio Review – Tami Olszewski, Ehlers, Inc.**
- **Winter Reading Challenge Wrap-up Presentation – Heather Ji**
- **Department Reports**
- **Dashboard**

A. Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from the January 21, 2025 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for January 2025**
- A.1.c Monthly Financial Report for January 2025**
- 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 2025**
- A.1.j Ehlers Investment Inventory for January 2025**

B. Unfinished Business – none

C. New Business

Exhibit C.1 Purchase of Self-Checkouts

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

Adjournment

**Fox River Valley Public Library District
Interim Director's Report**

January:

January is an important month for governmental deadlines. 1099 forms were created and issued to relevant performers and contractors that the library did business with over the prior calendar year. The finance department calculated and filed our annual sales tax receipts with the Illinois Department of Revenue. W2 and 1095 forms were distributed through our payroll company Paylocity. Additionally, I worked to complete our annual Worker's Compensation audit.

I renewed my Freedom of Information Action (FOIA) and Open Meetings Act (OMA) training. Every year FOIA officers are required to attend training offered through the State Attorney General's Office. Additionally, one person per institution should attend annual OMA training. Executive Assistant Dee Roy and I serve as our library's FOIA officers.

On Saturday, January 18, PR Specialist Cari Poweziak and I attended the Free Community Breakfast in honor of Martin Luther King Day hosted by Boys & Girls Club and AmeriCorps. Many other community service groups were in attendance as well. Patrons expressed interest in our Winter Reading Challenge and upcoming library events.

On Friday, January 24, Facilities Manager Michael Lorenzetti met with architect Joe Huberty and construction manager Ian Lamp to discuss the next steps in planning to remodel the Dundee Library in logical stages based on funding. We are still early on the process. The next step will be to have engineering staff perform a site visit to the Dundee Library to assess the current condition of building assets.

On Friday, February 7, I attended RAILS training on social media best practices for library trustees by Julie Tappendorf of Ancel Glink. The social media pages of government institutions, such as public libraries, are considered a public forum. Because it is a public forum, it is important not to censor speech that is protected by the First Amendment. Activities on the personal social media pages of elected officials may be considered public forum depending on the content. In order to be considered a public forum subject to the First Amendments, the elected official has to have actual authority to speak on behalf of the government and purport to exercise that authority when speaking on social media. The webinar goes over best practices for elected officials on social media. RAILS will be making a recording of the training available. I highly recommend that trustees view the recording to understand the nuances of the topic.

Goals for January:

1. Meeting: Pre-Agenda (1/2) **done**
2. Meeting: Weekly Rotary Meetings (1/8, 1/15, 1/22, 1/29) **done**
3. Meeting: Weekly Management Team Meeting (1/7, 1/14, 1/21, 1/28) **done**
4. Meeting: With Paylocity (1/10) **done**
5. Meeting: Staff Morale Committee (TBD)
6. Meeting: With Ehlers Investment (1/17) **done**
7. Meeting: With Joe Huberty (Engborg Anderson) & Ian Lamp (Lamp Construction) (1/24) **done**
8. Outreach: Free Community Breakfast for Martin Luther King Jr. Day at Perry Elementary School (1/18) **done**
9. Task: Onboard new librarian (1/6) **done**
10. Task: Payroll (1/6, 1/21) **done**
11. Task: Publish W2W (1/10, 1/24) **done**
12. Task: Prepare financial reports, department reports and monthly dashboard for Board packet (1/15) **done**
13. Task: Check run (1/21) **done**
14. Task: Issue 1099 forms (1/31) **done**
15. Task: Pay sales tax (1/31) **done**
16. Task: Notify staff of W2 Forms and 1095s (when available from Paylocity) **done**
17. Task: Site visit to Winnetka Public Library for FE Technologies self-check and check-in bin (1/27) **done**
18. Task: Site visit to Elk Grove Village Public Library for Bibliotheca Self-Checks (1/28) **done**
19. Task: Submit Worker's Comp Audit (2/1) **done**
20. Task: Annual Illinois State Library certification (asap) **done**

21. Training: Attend annual FOIA training (asap) **done**
22. Training: Attend annual OMA training (asap) **done**
23. Training: RAILS: Shining a Light on Managing Employees (1/15) **done**
24. Training: Harassment training for supervisors (1/31) **done**

Goals for February:

1. Meeting: Pre-Agenda (2/6) **done**
2. Meeting: Weekly Rotary Meetings (2/5, 2/12, 2/19, 2/27)
3. Meeting: Weekly Management Team Meeting (2/4, 2/11, 2/18, 2/26)
4. Meeting CCS Governing Board Strategic Planning Retreat (2/12)
5. Meeting: D300 Leadership Council (2/19)
6. Meeting: with Paylocity Representative (2/26)
7. Task: Payroll (2/3, 2/18)
8. Task: Publish W2W (2/7, 2/24)
9. Task: Prepare financial reports, department reports and monthly dashboard for Board packet (2/12)
10. Task: Check run (2/18)
11. Task: Start Salary Budget (asap)
12. Task: Create department budget worksheets (asap)
13. Task: Create Department Head Budget Worksheets
14. Training: ILA Webinar: What Your Library Needs to Know about Immigrant Enforcement (2/6) **done**
15. Training: Social Media Best Practices for Library Trustees (2/7) **done**



Portfolio Review

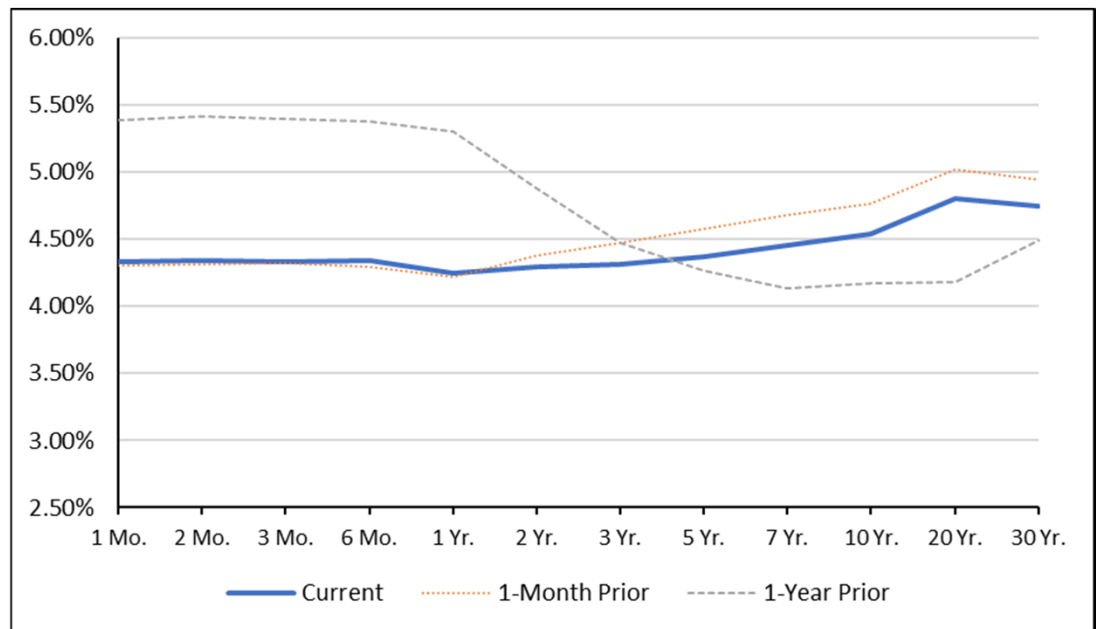
Fox River Valley Public Library District, IL



ECONOMIC UPDATE

U.S. Treasury Rates: Par Curve

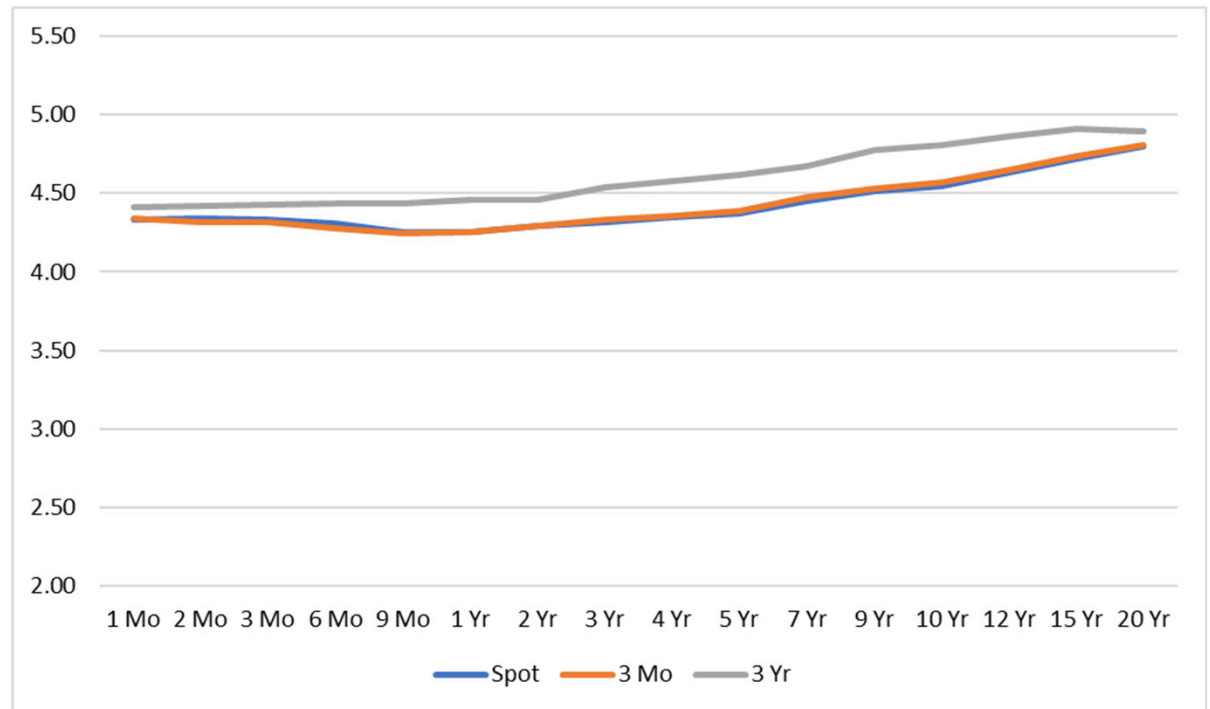
Treasury Rates					
	2/11/25	1/12/25	MoM Δ	2/12/24	YoY Δ
1 Mo.	4.33%	4.30%	0.03%	5.39%	-1.06%
2 Mo.	4.34%	4.31%	0.03%	5.41%	-1.07%
3 Mo.	4.33%	4.32%	0.00%	5.39%	-1.07%
6 Mo.	4.34%	4.30%	0.04%	5.38%	-1.04%
1 Yr.	4.25%	4.22%	0.03%	5.30%	-1.05%
2 Yr.	4.29%	4.38%	-0.09%	4.88%	-0.59%
3 Yr.	4.31%	4.47%	-0.15%	4.48%	-0.16%
5 Yr.	4.37%	4.58%	-0.21%	4.26%	0.11%
7 Yr.	4.45%	4.68%	-0.23%	4.14%	0.31%
10 Yr.	4.53%	4.76%	-0.23%	4.17%	0.36%
20 Yr.	4.80%	5.02%	-0.22%	4.18%	0.62%
30 Yr.	4.75%	4.95%	-0.20%	4.49%	0.26%



Source: Treasury Direct
As of: 2/11/2025

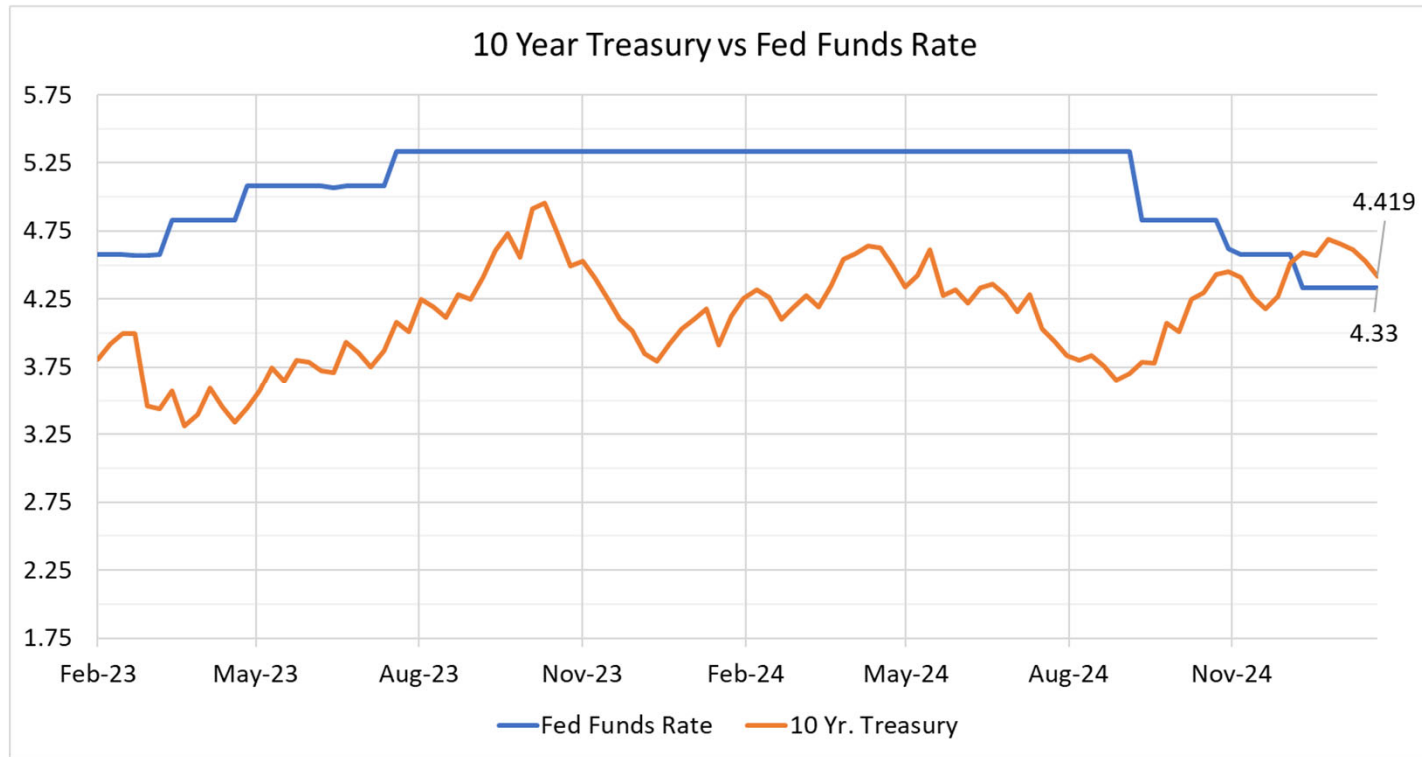
U.S. Treasury Forward Rates

US Treasury Actives Curve			
Tenor	Spot	3 Mo	3 Yr
1 Mo	4.33	4.34	4.41
2 Mo	4.34	4.31	4.41
3 Mo	4.33	4.31	4.42
6 Mo	4.31	4.28	4.44
9 Mo	4.25	4.24	4.43
1 Yr	4.26	4.25	4.46
2 Yr	4.29	4.29	4.46
3 Yr	4.32	4.33	4.53
4 Yr	4.35	4.36	4.57
5 Yr	4.37	4.38	4.61
7 Yr	4.45	4.47	4.67
9 Yr	4.52	4.53	4.77
10 Yr	4.54	4.56	4.81
12 Yr	4.63	4.65	4.86
15 Yr	4.72	4.73	4.91
20 Yr	4.80	4.80	4.89



Source: Bloomberg
As of: 2/11/2025

Federal Funds Effective Rate



Current Target Rate:
4.25 – 4.50%

Next Meeting: March
19th, 2025



PORTFOLIO OVERVIEW

Our Approach: *It's How We Work.*



Our Process: Portfolio & Reporting Solution



Investment Policy

Review & Update
Recommend Best Practices



Cash Forecast

Identify Core & Liquid Funds
Monthly Investment Cash
Forecast



Investment Plan

Establish Portfolio
Recommendations
Produce Predictable Income



Banking & Treasury Management

Analyze Current
Recommendations for Updates

Library Fiscal Policies

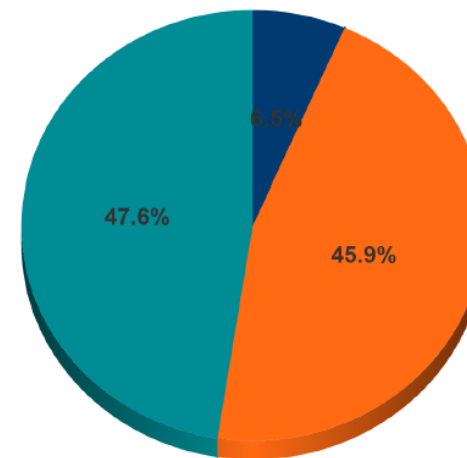
- Illinois State Statute Permissible Investments 30ILCS 235
- Sustainable Investing Act 30ILCS 238
- Internal Policies, Fund Balances, Compliance
- Objectives: Safety, Liquidity, Yield
- Reporting
- Income Projections for 2025

Portfolio Summary: as of 12/31/24

Weighted Averages

Average Yield to Maturity on Price	4.32
Average Maturity	0.55
Average Coupon	5.47
Average Duration	0.53
Average Moody	Not Rated
Average S&P	AA+
Average Fitch	Not Rated

Portfolio Allocation



Portfolio Totals

Par Value	1,461,000
Market Value	2,717,031.71
Total Cost	2,708,762.70
Unrealized Gain/Loss	8,269.01

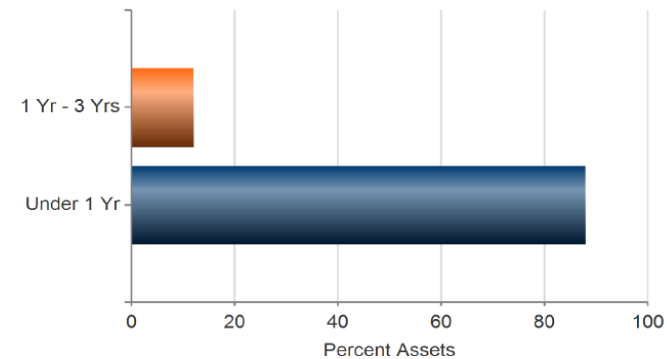
Security Type	Market Value	% Fixed Income	% Assets
MUNICIPAL BONDS	176,846.25	6.5	6.5
CASH AND EQUIVALENTS	1,248,018.40	45.9	45.9
CERTIFICATES OF DEPOSIT	1,292,167.06	47.6	47.6
Fixed Income Total	2,717,031.71	100.0	100.0

Portfolio Summary: as of 12/31/24

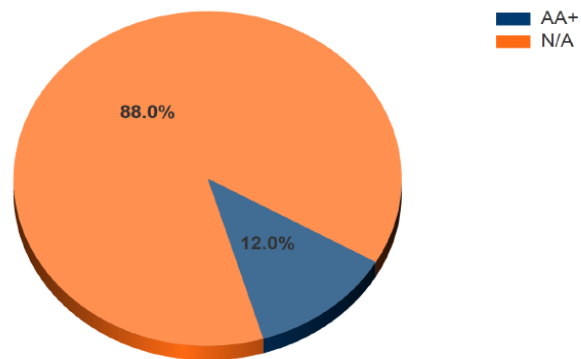
Distribution by Maturity

Maturity	Number	Market Value	% FI Holdings	Average YTM	Average Coupon	Average Duration
Under 1 Yr	7	1,292,167.06	88.0	5.6	5.505%	1.4
1 Yr - 3 Yrs	1	176,846.25	12.0	5.2	5.180%	2.3

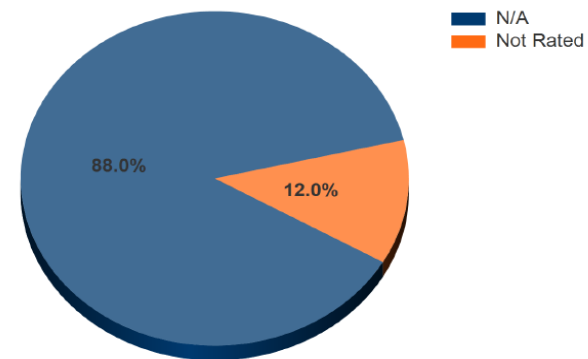
Distribution by Maturity



Distribution by S&P Rating



Distribution by Moody Rating

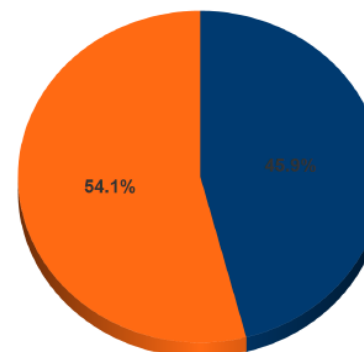


Performance Summary: 2024

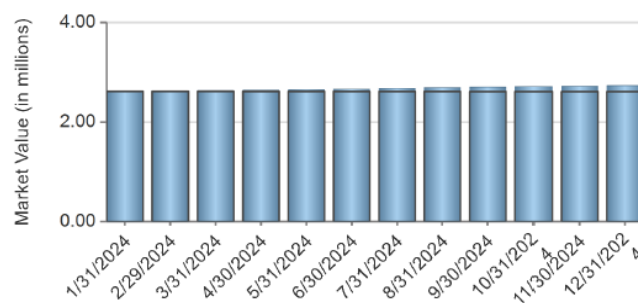
Activity Summary

	Since 1/1/2024
Beginning Value	2,597,074.09
Accrued Interest	7,849.11
Net Contributions/Withdrawals	-5,380.94
Realized Gains	23,331.69
Unrealized Gains	-256.25
Income Received	102,263.12
Change in Accrued Interest	11,227.20
Ending Value	2,717,031.71
Accrued Interest	19,076.31

Portfolio Allocation as of 12/31/2024



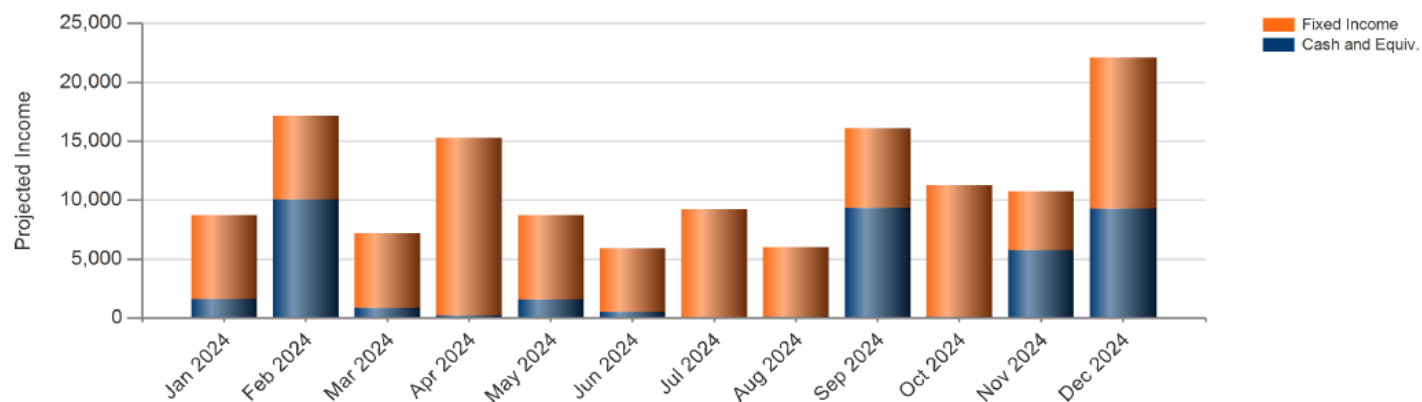
Change in Portfolio



Asset Class	Market Value	% Assets	Yield
Cash and Equiv.	1,248,018.40	45.9	4.4
Fixed Income	1,469,013.31	54.1	5.5
Total	2,717,031.71	100.0	5.0

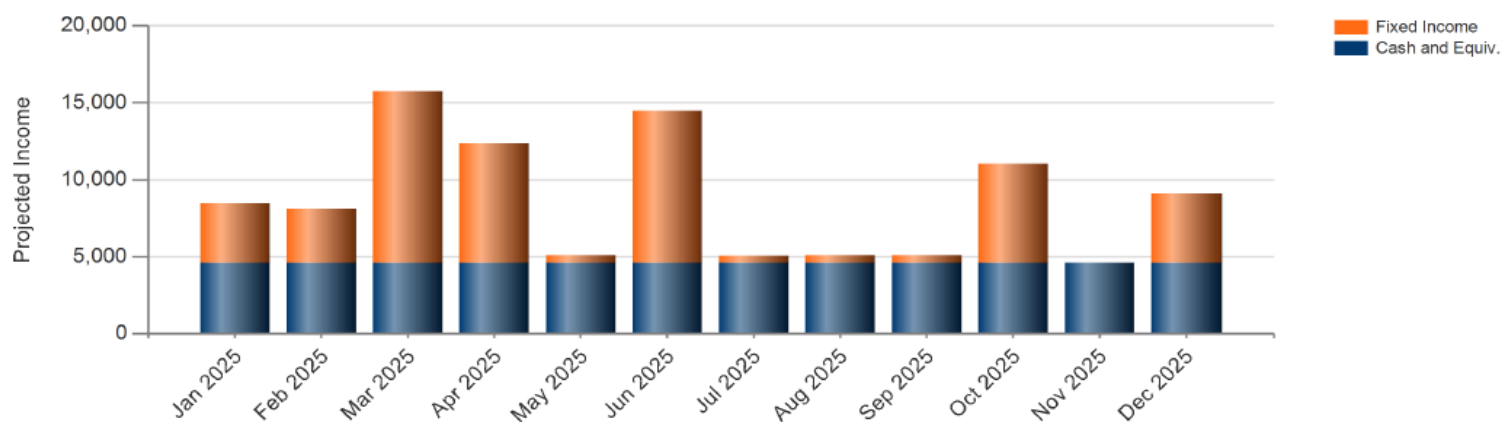
□ Beginning Market Value Plus Flows ■ Ending Market Value

Portfolio Income: 2024



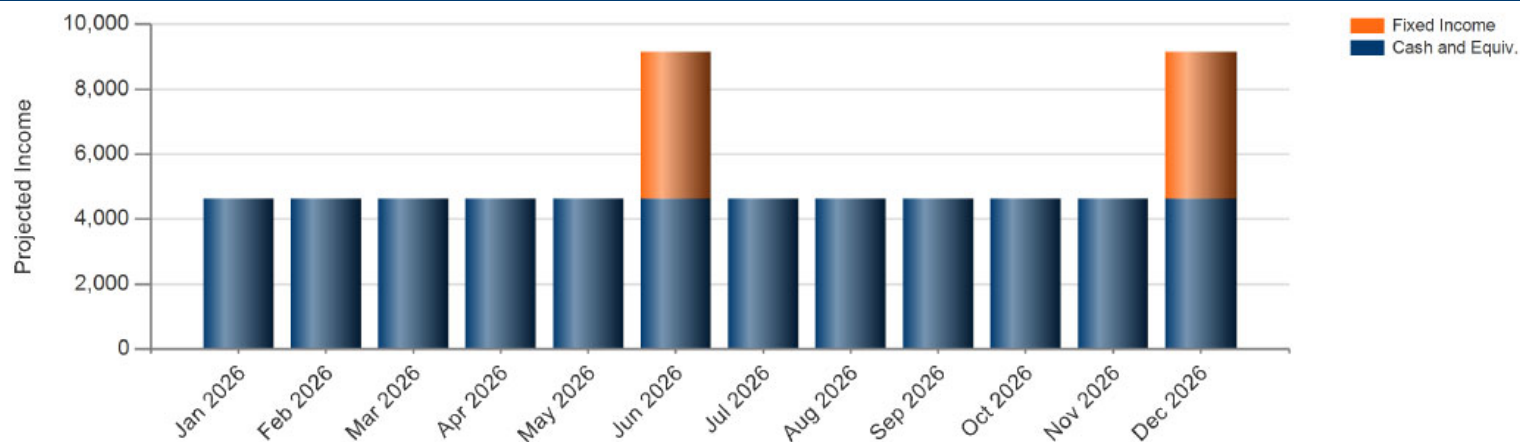
	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2024
Cash and Equiv.	1,628	10,058	842	218	1,572	504	33	58	9,338	74	5,763	9,285
TREASURY BILLS (USD)	0	6,953	0	0	0	0	0	0	9,310	0	5,235	3,999
CASH AND EQUIVALENTS (USD)	1,628	3,105	842	218	1,572	504	33	58	28	74	528	5,285
Fixed Income	7,099	7,099	6,311	15,047	7,145	5,416	9,223	5,945	6,740	11,174	4,960	12,790
GOVERNMENT BONDS (USD)	0	0	0	0	275	0	0	0	0	0	0	0
CERTIFICATES OF DEPOSIT (USD)	7,099	7,099	6,311	15,047	6,870	5,416	9,223	5,945	6,740	11,174	4,960	12,790
Total	8,727	17,157	7,153	15,266	8,717	5,920	9,256	6,003	16,077	11,248	10,723	22,075
Sub Account Total	138,323											
Grand Total	138,323											

Portfolio Income: 2025



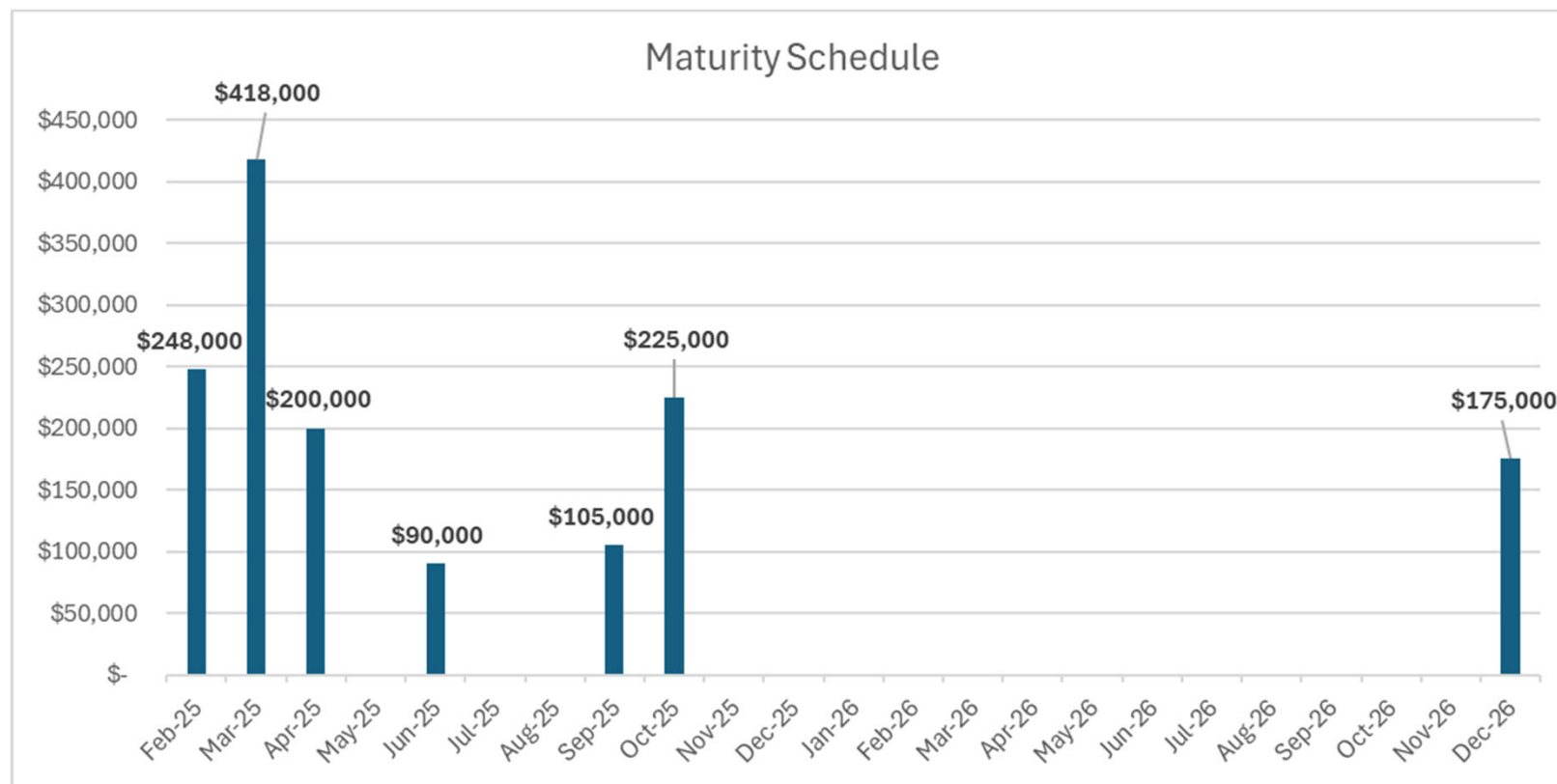
	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025
Cash and Equiv.	4,590	4,590	4,590	4,590	4,590	4,590	4,590	4,590	4,590	4,590	4,590	4,590
CASH AND EQUIVALENTS (USD)	4,590	4,590	4,590	4,590	4,590	4,590	4,590	4,590	4,590	4,590	4,590	4,590
Fixed Income	3,873	3,517	11,141	7,770	488	9,861	471	504	504	6,443	0	4,533
MUNICIPAL BONDS (USD)	0	0	0	0	0	4,533	0	0	0	0	0	4,533
CERTIFICATES OF DEPOSIT (USD)	3,873	3,517	11,141	7,770	488	5,329	471	504	504	6,443	0	0
Total	8,463	8,107	15,731	12,360	5,078	14,451	5,061	5,094	5,094	11,033	4,590	9,122
Sub Account Total	104,184											
Grand Total	104,184											

Portfolio Income: 2026



	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	Jul 2026	Aug 2026	Sep 2026	Oct 2026	Nov 2026	Dec 2026
Cash and Equiv.	4,617	4,617	4,617	4,617	4,617	4,617	4,617	4,617	4,617	4,617	4,617	4,617
CASH AND EQUIVALENTS (USD)	4,617	4,617	4,617	4,617	4,617	4,617	4,617	4,617	4,617	4,617	4,617	4,617
Fixed Income	0	0	0	0	0	4,533	0	0	0	0	0	4,533
MUNICIPAL BONDS (USD)	0	0	0	0	0	4,533	0	0	0	0	0	4,533
Total	4,617	4,617	4,617	4,617	4,617	9,149	4,617	4,617	4,617	4,617	4,617	9,149
Sub Account Total	64,467											
Grand Total	64,467											

Maturity Projection



Looking Ahead

- Seek reinvestments targeted in 2-5 year maturities Core Funds
- Limit idle cash when possible
- Monitor Fed policy decisions and rate changes



Important Disclosure

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Fox River Valley Public Library District January 2025 Department Reports

Randall Oaks: Brittany Berger

January continues to be a very busy month at the branch. As people flock to the rec center for their new year resolution deals, pickleball, the walking track, and youth basketball, they also tend to discover the library space. Giving out close to 200 take home crafts has become the standard by now, and our monthly scavenger hunt and interactive stations remain very popular. We try to keep the scavenger hunt fresh for regulars by switching up the hiding locations halfway through the month. Staff gave RO a frosty makeover to promote the Winter Reading Challenge, which you can see below.



One area that has grown in popularity the past few months are the in-house board games. Last month's record-breaking stat of 58 games played in the library rose to an incredible 105 in January. Some of these games in particular are very well-loved and we will be replacing them with new editions due to wear and tear, additionally we will look at adding a few fresh options. Another area that got an upgrade this month was the interactive board, where a new cork board was installed on the wall for easier set up.



Adult and Teen Services: Sam Bunte

We began prepping the Seed Library for its spring launch, with staff throughout Adult and Teen Services and Youth Services helping organize the packets we have. I always appreciate teamwork amongst multiple departments when it comes to projects like this.

A photograph of a LEGO Technic dinosaur, primarily blue with green accents on its back and legs. The dinosaur is standing on a light-colored, textured surface, possibly a table. The background is blurred, showing an indoor setting with people and lights.



Library Assistant Kayla Lawrence created a Lunar New Year take home kit for patrons to celebrate the year of the snake. This became available on the same day we hosted Yvonne Wolf in a Celebrating the Lunar New Year program, in which Yvonne taught attendees about the history of the holiday and all about how and where it is celebrated today. Attendees had a lot of interesting questions for her and everyone had a great time.



January also saw the beginning of Kayla's new academic adventure: getting her Masters in Library and Information Science through the University of Illinois's iSchool. We are so excited to see Kayla begin this journey and support her through it!

Library Assistant Dian Martinez hosted another session of her incredibly popular I Love Me programs, this one focused on Chanting Music. Every patron said they felt better at the end than when they came in, with some even shedding tears during the program as they felt such great relief.

January saw the end of a more than year-long venture with Harry Potter trivia hosted by Library Specialist Erica Acevedo, with a program focusing specifically on each book. *Harry Potter and the Deathly Hallows* brought it all home, with a 3D printed version of Hogwarts as the prize for the winners.



Following this program, I received an email from one of the regular attendees. The man expressed his heartfelt gratitude for this trivia series and the library as a whole, praising Erica specifically for her passion and dedication. He said that the fun of the programs and seeing other kids her age, as well as adults who still loved HP, made his daughter feel validated and part of something. He said it changed the course of his daughter's life, creating a dedicated reader and library user. It is wonderful to hear library success stories like this and to know that others appreciate the hard work our staff put in. Erica created a magical experience and it sounds like this young girl and her father will always remember it.

Library Assistant Stephanie Carreno and I met with representatives from Centro de Informacion and Representative Ness and Moeller's offices, making plans for an informational presentation called Know Your Rights. We are partnering with even more organizations to promote this and hope to get a big turn out when it takes place.

We are keeping up to date with how other libraries, both local and national, are handling their scheduling and promotion when it comes to citizenship and immigration related programming due to the current dangers some communities are facing. The PR Manager and I determined that the best way forward for our patrons is continuing to offer and promote these services as we always have, with the understanding that engagement and attendance may be lower for a while. The potential temporary lower attendance will not affect future offerings.

The teen collection gained a new shelving unit, so we were able to shift materials to create more space, allowing for easier browsing. The ever-popular collection keeps growing, and we are always looking for ways to increase the space for our teens.



We have also created a New Materials area in the adult collections. Rather than have new items spread throughout the ground level near their corresponding older items, we condensed everything close to the entrance. Now patrons can find new non-fiction, large print, audiobooks, music CDs, and DVDs in the same prominent area the new fiction has been located. Patrons have expressed positive feedback, appreciating not having to search out multiple areas for new items.



Account Services: Keri Carroll

Bad weather did not impact the district as it had in 2024, preventing the library from closing for additional days. Total visits to both Dundee and Randall Oaks were far higher than January 2024, though the average per hour remained consistent. Overall circulation increased slightly as well, with home deliveries seeing a massive jump from December 2024 and mirroring January 2024 numbers. License plate renewals also remained constant.

On January 6, I trained the new Youth Services Librarian in Polaris and Leap procedures, which I'm always appreciative to do. I enjoy the chance to connect with new staff members in other departments to (hopefully) provide a friendly face and another source of help if needed.

On Friday, January 10, CCS had its quarterly Circulation Technical Meeting virtually. The topics discussed included the migration of the Vernon Area Public Library over Labor Day weekend. They'll be the 33rd library to join CCS. Online card registration procedures were also discussed; in late November 2024, I updated our local procedures regarding online card (PACREG) registrations. Previously, patrons who registered online would be directed to either branch to pick up their physical library card, but there was little staff involvement up to that point. Now, I reach out to each patron as their registration comes in with their new card number, hours of operation, etc. Close to a third of the patrons have picked up their physical card; while we don't have concrete data on what our "success" rate was previously, these new procedures provide a level of customer service previously absent. Prospect Heights was an incredible help in providing templates on their current procedures.

On January 27 and 28, Interim Director Heather Zabski, IT Manager John Sabala, and I visited both the Winnetka Public Library and the Elk Grove Village Public Library for reconnaissance on their self-checks and AMHs. Our libraries have been attempting to replace our outdated self-checks for a while at this point. Besides their retro appearance, they are not the most user-friendly and regularly require staff intervention on how to navigate. For the space we currently have available – especially at the Dundee Library – the sorter remains ultimately unnecessary. More compact hardware for large-scale check-ins is available, which would provide staff with much-needed space for carts or Library of Things storage. We hope to bring additional information to the board at the February Board Meeting.

Youth Services: Heather Ji

January included the end of Winter Break for schools and the return of weekly storytimes, so it was a busy month for Youth Services. The Winter Reading Challenge was held exclusively in January this year, we introduced a few programming changes, and we relocated Early Chapter Books into their own designated space.

The theme for this year's Winter Reading Challenge was Let it Snow! and we had several related book displays throughout the department. Kids received snowflake candy for registering and a library bear stuffie when they completed the challenge. We had 170 kids register and 84 complete.

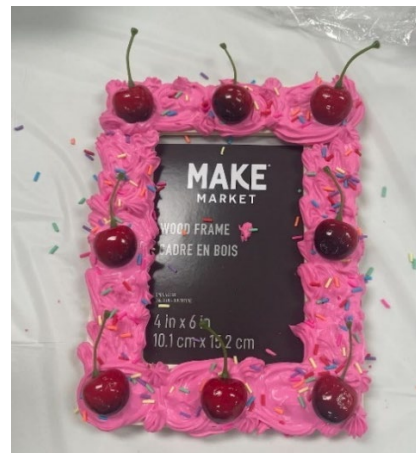




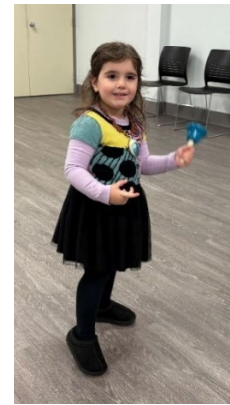
Erin Sikorski and Rachel Dunne from Randall Oaks hosted 95 people at an epic Dog Man Party to celebrate the movie debut of the bestselling book series. Those attending could snack on "kibble," take a sniff test, learn to draw the characters, make a robot, take photos with our props, and enter a raffle to win Dog Man books and stuffies.



Jessica Nelson created a unique tween program to make Fake Cake Photo Frames. Patrons commented on how excited they were to try a craft that they had never heard of, and how much fun it was to pipe "frosting" made of spackle and paint onto their picture frames.



Danielle Bartelt held her first Music and Movement program, a new monthly series for preschoolers. Participants have fun moving to the music and exploring different musical instruments while also developing self-control and listening skills necessary for school.



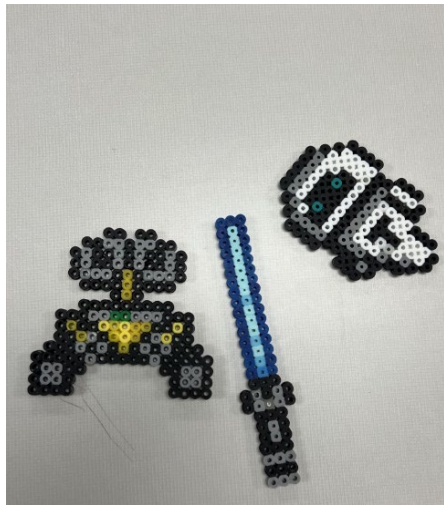
In response to patron requests for craft programs for preschoolers Danielle also added a craft component to our Tuesday Tales storytimes. Other programs for toddlers and preschoolers included Amairani Lopez's monthly Little Scientist take home kits and her monthly drop-in Tot's Town, and Erin's A Day at the Zoo program where kids could make a lion mane mask, then pretend to be a zookeeper and feed and brush the animals, build shelters, and clean their habitats.



This month Lizbeth Hernandez's Foodie Kids made breakfast sundaes with strawberry yogurt and fruit in waffle bowls, topped with cereal, marshmallows, and mini chocolate chips. Erin's Foodie Jr. kids made penguins out of crackers, cream cheese and veggies, and snowballs out of edible cookie dough and powdered sugar, all to go along with the book *Penguin Huddle*.



Programs for elementary school-aged children included Lizbeth's monthly Pixel Art: Kids Edition, which featured a Disney theme, Danielle's LEGO Club, which had a snowman challenge, and Jessica's Homeschool Hangout, where the project was yarn art.



Heather Manthey created book displays for Martin Luther King Jr. Day as well as for Lunar New Year and put out lanterns to color for an added passive activity while Vijaya Seelam started our Valentine's Display early.



In department news we have moved Youth Early Chapter Books into their own section to make them easier to find for patrons. These approachable fiction books for newly independent readers can now be found at the beginning of the youth fiction section. Heather, Vijaya, and Kate Shepherd worked hard to move hundreds of books to this area and rearrange the rest of the youth fiction collection. Staff continuing education included a virtual workshop with the renowned children's musician Jim Gill which was attended by some of our programmers, and Manager Boot Camp provided by HR Source that I attended.



Facilities: Michael Lorenzetti

Roof Update – With the repairs that were performed the beginning of January, all has been good pertaining to the roof. A strange event occurred on the lower-level north side as a large wet spot was discovered on the carpet. The ceiling provided no clues because the area above and around was completely dry. The area was dry within 24 hours and will be monitored.

On January 16, Peters Electric was onsite correcting lighting issues in the building.

On President's Day, while the library is closed, facilities will be on hand to do carpet cleaning and painting.

On January 28, the fire alarm/smoke detectors went through their annual inspection by Fox Valley Fire and Safety, and all areas passed.

The area has not seen much snow accumulation, but the winter landscaping team has been provided with plenty of salt on the sidewalks and parking lot due to the frequent icy conditions.

Elevator – KONE, our elevator service company was onsite on January 28 for the annual fire alarm inspection and did a quick check of the hydraulic fluid.

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

Savings : Slightly over \$1,000 due to price comparisons and various RAILS or other discount/coupon codes.

IT/ Network: John Sabala



Microsoft Office 365

Microsoft is discontinuing the Office 365 A1 Plus Faculty license and the library will transition to the Office 365 A1 Faculty license. This change will take effect on February 1, 2025, and will result in the discontinuation of the Office desktop apps previously included with the A1 Plus license. Users will continue to have access to essential online services such as Exchange Online, SharePoint Online, OneDrive for Business, and Microsoft Teams. The key differences between the two licenses include the removal of Office desktop apps in the A1 license, which will now only offer online versions of Office apps. Additionally, while both licenses are free, the A1 Plus provided additional features that will no longer be available. These changes affect the following users: Board of Trustees, staff that do not have a workroom-desk assigned, and volunteers. Please Note: All staff computers (including shared workspaces) will have Office desktop apps installed. This

change will have a minimal impact on staff working in the building, as we are already utilizing Microsoft products in a similar manner. This transition aims to ensure our compliance with Microsoft's updated licensing policies.

Public Relations and Outreach: Corinne Vargas

Introducing something new for 2025! The library has joined BlueSky, a growing social media platform. Follow us at @frvpld.info to stay connected. Look for more frequent updates starting this spring on the BlueSky platform!



As we move into the new year, we have transitioned away from regular library blog posts. While they've been enjoyable for our communications for years, they require significant production time, and usage statistics indicate a limited audience. Moving forward, the Library will use blog posts selectively for specific news items, but these will no longer be featured in the same section on our homepage. Instead, the homepage will highlight our Facebook newsfeed, allowing us to showcase more social media content. Blogs and notable press releases will now be housed under the >About >Public Communications.

In January, the PR Manager submitted applications for the RAILS My Library Is... Grant and the ALA Libraries Transform Communities Engagement Grant. The RAILS grant aims to secure funding to wrap the Library van with updated graphic vinyl, while the ALA grant seeks support for the Library's 150th Anniversary celebration planned for 2026. Notification of grant awards is anticipated by mid-March.

Save the Date: I-PASS On-Demand Presentation
Illinois State Toll Highway Authority representatives will visit the Dundee Library to provide in-person assistance and share information about Tollway services:

- Monday, March 31, 5–8 PM
- Saturday, April 5, 11 AM–2 PM
-

I-PASS team members will assist with I-PASS accounts, Pay by Plate services, and invoice inquiries. Attendees can also learn about *The Official Illinois Tollway App*, pick up a new I-PASS Sticker Tag, or check eligibility for the I-PASS Assist program. Information will be highlighted in the upcoming spring newsletter.

On January 21, PR unveiled five new artwork pieces created by our talented Library staff. The artwork is on display in the Ruth Wendt Gallery Hallway at the Dundee Library Branch and serves as a soft launch for the Library's community artist program. PR has tentative plans to reopen the display space to the public sometime this summer, pending any construction planned for that area.





On January 29, the PR Manager submitted an application to the Hopey's Heart Foundation for an Automated External Defibrillator (AED) Grant. The foundation reviews grant applications and selects recipients on a quarterly basis.

On January 39, the PR Manager submitted a grant application to Dollar General for funding to support the Summer Reading Challenge. This grant aims to assist in creating or expanding summer reading programs. Grant recipients will be announced on May 8.

With ongoing discussions surrounding immigration and ICE raids, the Library PR department remains dedicated to helping residents access valuable resources. We will continue to promote programs such as English as a Second Language (ESL) and U.S. Citizenship Workshops through our bi-weekly eNewsletter, mailed newsletter, social media platforms, and Library website, ensuring that those who may benefit from these services are aware of the opportunities available to them.

TikTok Update as of 1/29:

On January 18, TikTok went dark due to a Federal Government ban, preventing users from accessing the platform. However, following the January 20 inauguration, the President issued an executive order delaying the ban for 75 days to allow time for a potential buyer to be found. During this period, the Justice Department has not enforced the ban. As of January 29, the Library's PR department has paused the creation and posting of new TikTok content. We will continue to monitor the situation and resume activity if the ban is lifted. For now, we remain in a holding pattern regarding the platform.



Fox River Valley Libraries

Dundee Library • Randall Oaks Library

Social Media Report

January 2025

Social Media Followers

Facebook	▲ 2,993	Dec. 2,980
Instagram	▲ 906	Dec. 904
X/Twitter	▼ 751	Dec. 753
LinkedIn	▲ 122	Dec. 115
YouTube	▲ 212	Dec. 209
TikTok	▲ 242	Dec. 208

Blue Sky - opened in December 2024

Website Analytics – January 1-31

Community Views – 57,308

Overall website views – 84,347

Top 6 Page Views

1. Homepage – 57,308
2. Monthly Calendar – 9,670
3. Upcoming Events – 1,632
4. Online Resources – 1,087
5. Job Openings – 421
6. Dog Man Party – 292

eNewsletter – via LibraryAware

for January

- Total Users – 85,359
- 2 emails sent in January
- Mobile 1.98% | Desktop 98.02%
- 42% open rate
- 1,704 click-throughs

Top 3 Facebook posts for January



Reactions
3

Impressions
850

Reach
525



Reactions
13

Impressions
415

Reach
669



Reactions
1

Impressions
635

Reach
383

How are we doing?

The monthly Dashboard tells our story

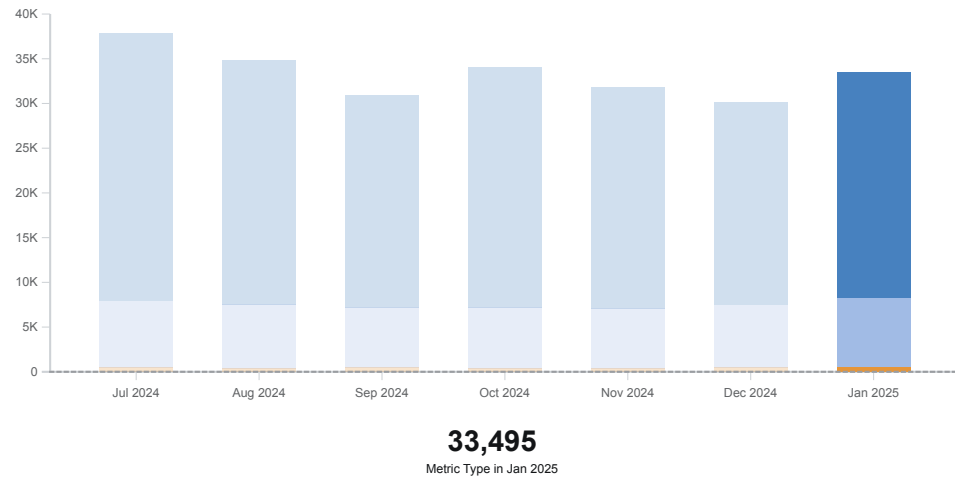
Click the graphs to see more details

Checkouts - This Fiscal Year

How many items have checked out so far in this fiscal year?

Checkouts tend to be highest in the summertime.

Data Updated Feb 05, 2025, 9:59 PM

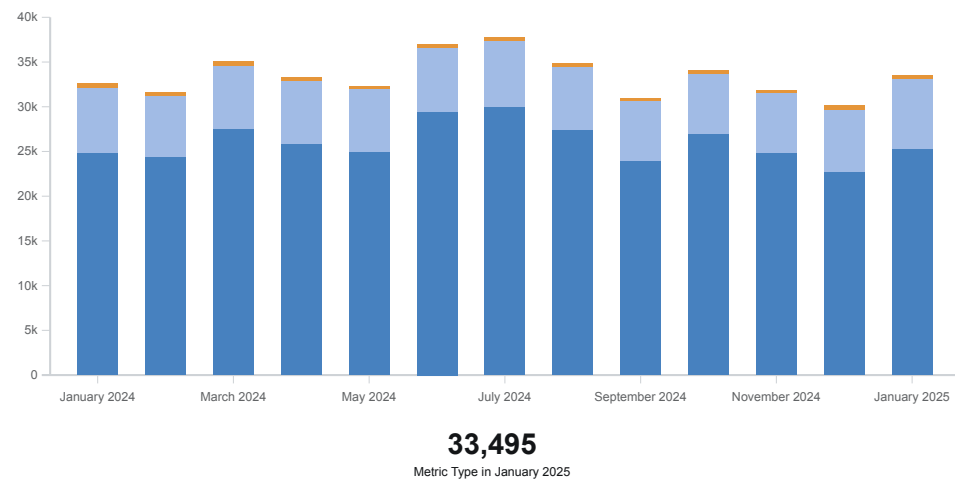


Checkouts - 13 Month Trends

Checkouts over the last year

Circulation increased from last January.

Data Updated Feb 05, 2025, 9:59 PM

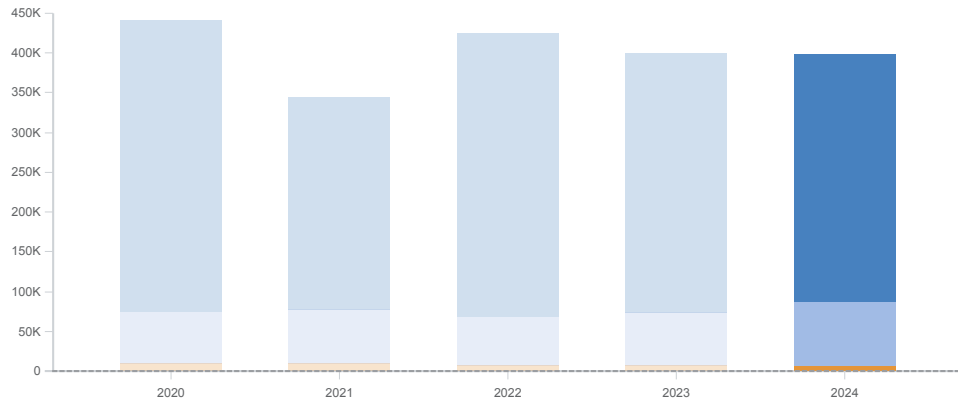


Checkout Trend

Checkouts Over Time

Physical circulations decreased in FY2324 while digital circulations increased.

Data Updated Feb 05, 2025, 9:59 PM



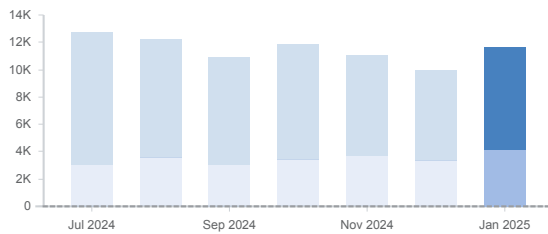
399,191

Metric Type in 2024

Library Visits - This Fiscal Year

How many people visited our library so far this fiscal year?

Library visits usually peak in the summertime.

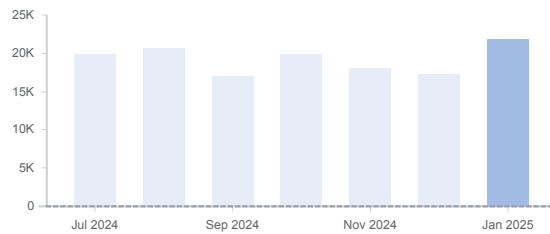


11,632

Location in Jan 2025

Website Visits - This Fiscal Year

How many people visited our library online in FY2425?

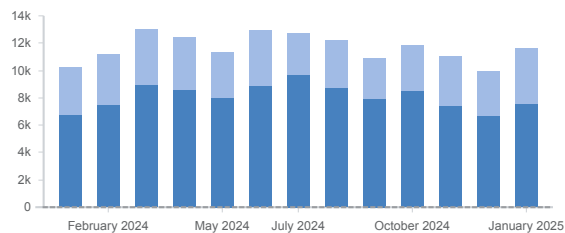


21,909

Location in Jan 2025

Library Visits - Past 13 Months

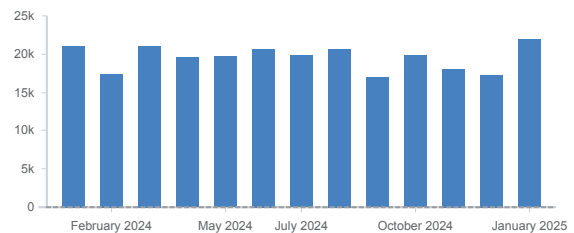
Library visits increased from last January.



11,632

Location in January 2025

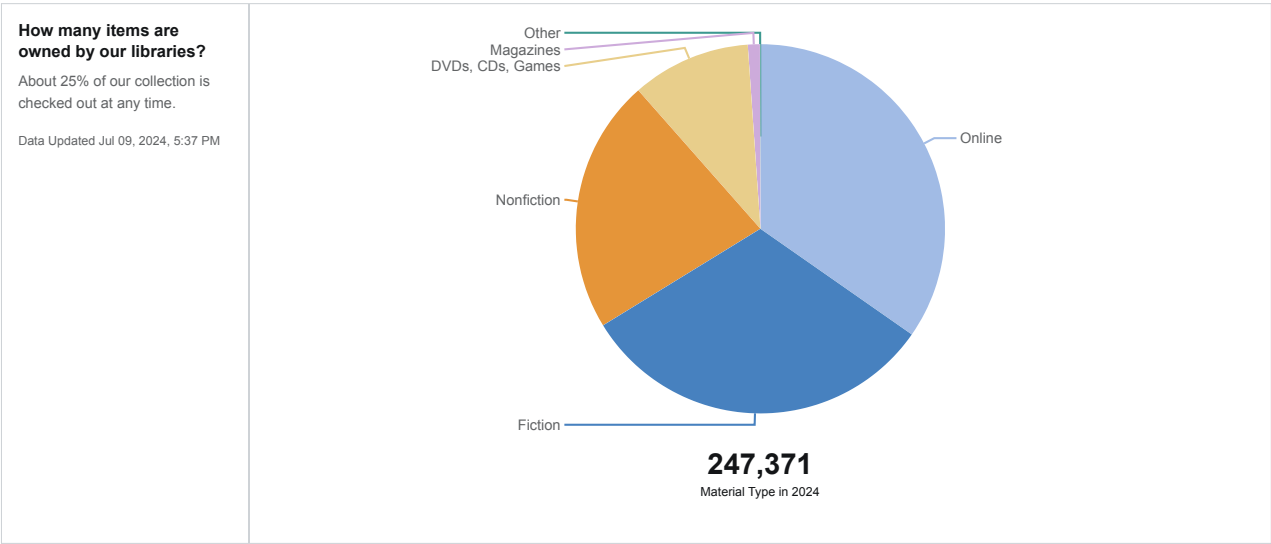
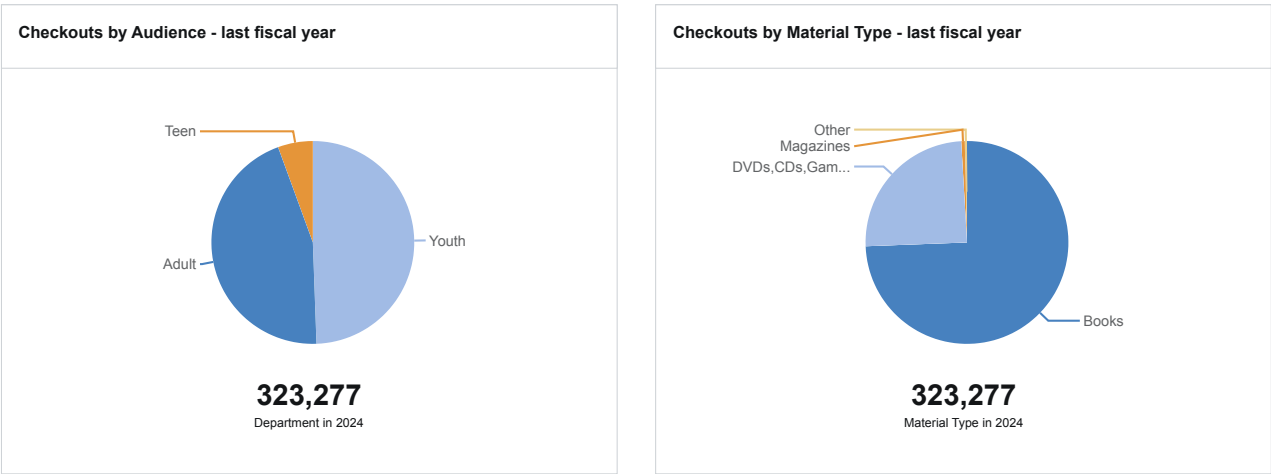
Website Visits - Past 13 Months



21,909

Location in January 2025

Physical item checkouts

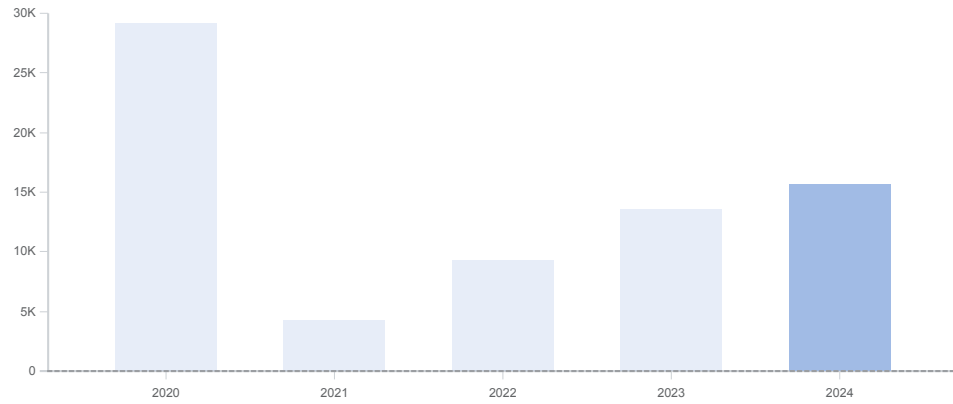


Program Attendance Trend

Program Attendance Trend

Program attendance is increasing from a low in FY2021 caused by the COVID-19 pandemic.

Data Updated Feb 05, 2025, 9:59 PM

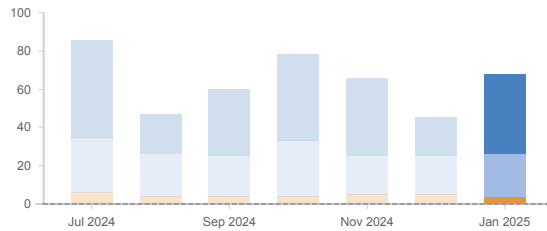


15,587

Metric Type in 2024

How many programs have been held so far this FY?

Storytimes returned from a monthlong hiatus in January.

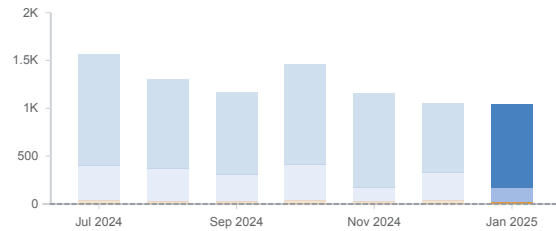


68

Metric Type in Jan 2025

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

Program attendance increased slightly in January from December.

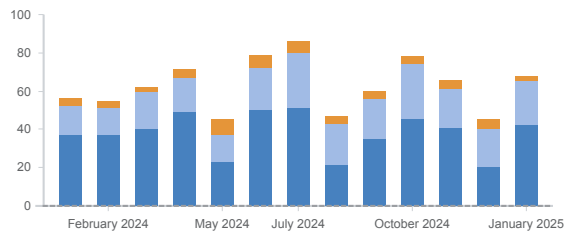


1,046

Metric Type in Jan 2025

Library Programs Held- Past 13 Months

We hosted more programs than last January.

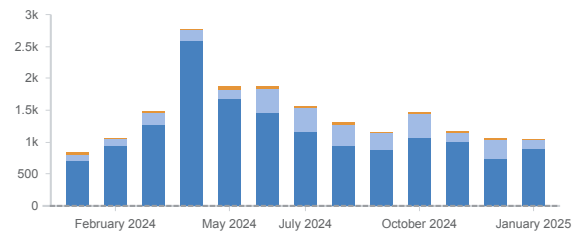


68

Metric Type in January 2025

Library Program Attendance - Past 13 Months

We saw an increase in program attendance from last January.



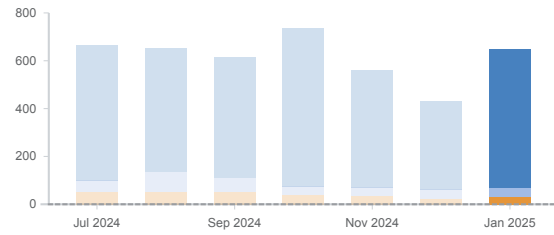
1,046

Metric Type in January 2025

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; **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

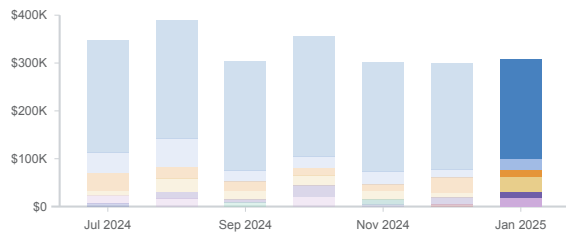


646

Metric Type in Jan 2025

Monthly Spending- this year

How much does the Library spend each month this FY?



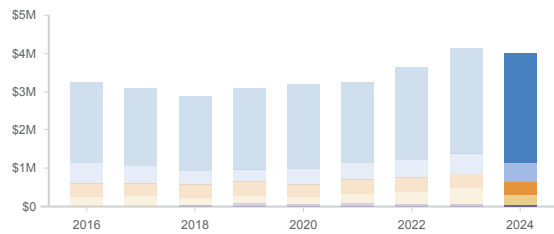
\$309,757.06

Expenses in Jan 2025

Past years' spending

How much does the Library spend each year?

Expenses decreased slightly from FY2223.



\$4,002,927.57

Expenses in 2024



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 request 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 January 21, 2025 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for January 2025**
- A.1.c Monthly Financial Report for January 2025**
- 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 2025**
- A.1.j Ehlers Investment Inventory for January 2025**

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
January 21, 2025**

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	Maryann Dellamaria
	Secretary	Chris Evans - <i>Virtual</i>
	Treasurer	Tara Finn
	Trustee	Matt Goyke
	Trustee	Dan Wisniewski

Members absent: Paula Lauer (Arrived – 7:02 PM)

Others present: Interim Director Heather Zabski, Michael Lorenzetti, Brittany Berger, Keri Carroll, John Sabala, Karin Nelson, Sam Bunte, Corinne Vargas, Heather Ji, Melissa Iwinski; Pilar Shaker and Suzy Wulf from Stacks Consulting Group.

Public Comment

Weber inquired if there were any individuals wishing to address the Board. There were no comments.

President's Report

Weber commented on Stacks Consulting Group being in attendance to introduce themselves and to walk the trustees through the work they have been doing for the library. Suzy and Pilar, from Stacks Consulting, explained that they are ahead of schedule and have received several applications for the Executive Director position. There have been several that have met or exceeded the qualifications required for the position. Weber and Evans will meet with Stacks Consulting in the coming week, to discuss the candidates.

Lauer asked who would be present for the first round of interviews. It was stated that that is for the board to decide. Lauer also asked if staff would be able to participate in the interview process. Weber stated that in the final round of interviews, staff would have the opportunity to be present. Wisniewski asked what kind of timeline the library is looking at. There is no set timeline. Personal schedules and availability are a contributing factor.

Director's Report

Department Reports and Dashboard

Interim Director Zabski commented on the Department Reports and the Dashboard Reports and asked if anyone had any comments. Finn commented that some of her students commented on several programs the library has held. Lauer asked questions about the mobile app that IT Manager Sabala mentioned in his department report, and he responded.

Consent Agenda

Exhibit A.1

Items included in Consent Agenda

- A.1.a Minutes from the January 21, 2025 Board of Trustees Meeting
- A.1.b Check/Voucher Register for January 2025
- A.1.c Monthly Financial Report for January 2025
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues
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- 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 2025
- A.1.j Ehlers Investment Inventory January 2025

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 Wisniewski and seconded by Finn, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, (Evans - Remote Vote), Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Unfinished Business

None

New Business

C.1 Ordinance 2025-01 Nonresident Cards

Weber called for a motion to *ADOPT ORDINANCE 2025-01 NONRESIDENT CARDS*. Moved by Wisniewski and seconded by Finn, item opened for discussion.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, (Evans - Remote Vote), Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Executive Session

Board did not go into Executive Session.

Adjournment

No further discussion, Weber called for a motion to *ADJOURN*. Moved by Dellamaria and seconded by Wisniewski. Meeting adjourned by unanimous voice vote at 7:23 P.M.

Christine L. Evans, Secretary

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 1/1/2025 Through 1/31/2025

Vendor Name	Check Number	Effective Date	Check Amount
Groot, Inc	13668718T107	1/16/2025	130.82
Accurate Office Supply Co.	45218	1/21/2025	777.39
Ziegler's Ace Hardware	45219	1/21/2025	19.77
Alarm Detection Systems	45220	1/21/2025	223.74
AT&T	45221	1/21/2025	209.40
AT & T Mobility	45222	1/21/2025	127.76
Blackstone Publishing	45223	1/21/2025	212.16
Cooperative Computer Services	45224	1/21/2025	16,258.98
CDS Office Technologies	45225	1/21/2025	565.00
ComEd	45226	1/21/2025	3,330.55
Demco, Inc.	45227	1/21/2025	444.21
Dundee Township Park District	45228	1/21/2025	32,445.00
Empathy Studios, LLC	45229	1/21/2025	1,599.00
Fox Valley Fire and Safety	45230	1/21/2025	88.70
Hall Pass	45231	1/21/2025	6.00
INGRAM Library Services	45234	1/21/2025	10,996.91
KONE, INC	45235	1/21/2025	344.19
Libraries of Illinois Risk Agency	45236	1/21/2025	45,444.71
Libraries First	45237	1/21/2025	650.00
LIMRiCC Unemployment Compensatio...	45238	1/21/2025	340.89
Midwest Tape Exchange, Inc.	45239	1/21/2025	12,507.46
Nicor Gas	45240	1/21/2025	662.57
OpenGov, Inc.	45241	1/21/2025	2,690.69
RAILS	45242	1/21/2025	795.00
Peregrine,Stime,Newman,Ritzman & B...	45243	1/21/2025	675.00
Robbins Schwartz	45244	1/21/2025	65.00
Rotary Club of Carpentersville - Morning	45245	1/21/2025	190.00
Risk Program Administrators	45246	1/21/2025	4,669.00
Regents of the University of Minnesota	45247	1/21/2025	1,140.00
Vega Building Maintenance	45248	1/21/2025	2,297.28
Cardmember Service	45249	1/21/2025	4,444.78
Wellness Insurance Network	45250	1/21/2025	17,708.18
Winter Services, LLC	45251	1/21/2025	8,780.10
A & T Plumbing Inc.	45252	1/21/2025	821.00
Quick Signs	45253	1/21/2025	283.00
Stacks CG LLC	45254	1/21/2025	7,750.00
AMAZON	Amazon ACH 01/2...	1/28/2025	1,881.48
Illinois Municipal Retirement	DD01/07/2025-IM...	1/7/2025	16,474.68
Paylocity Payroll	DD01/2025 Paylo...	1/10/2025	293.32
Paylocity Payroll	DD01/2025 Paylo...	1/24/2025	697.76
Illinois Dept. of Revenue	DD20250115 IL S...	1/15/2025	58.00
ePay	Epay and INB Fee...	1/1/2025	105.58
Office of the Secretary of State of Illinois	January LP Withdr...	1/31/2025	4,046.00
Office of the Secretary of State of Illinois	LP Withdrawal De...	1/1/2025	302.00
Office of the Secretary of State of Illinois	SSLT Fee Dec In J...	1/1/2025	34.50
Comcast	STMT202501Com...	1/27/2025	907.81
Comcast	STMT202501DL-C...	1/27/2025	360.46
Comcast	STMT202501RO-C...	1/27/2025	243.15
Total 10100 - BANK ACCOUNTS			205,098.98
Report Total			205,098.98

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 1/1/2025 Through 1/31/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	0.00	4,230,447.65	100.01%	4,230,000.00	(447.65)	(0.01)%
43020	PPRT	14,337.46	46,390.41	54.57%	85,000.00	38,609.59	45.42%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	23,978.18	29,422.62	588.45%	5,000.00	(24,422.62)	(488.45)%
43500	IMPACT FEES	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
44010	INT & DIV INCOME	20,020.51	152,046.27	121.63%	125,000.00	(27,046.27)	(21.63)%
44011	MARKET VALUE ADJUSTMENT	(316.00)	(187.96)	(37.59)%	500.00	687.96	137.59%
45010	PER CAPITA GRANT	0.00	106,222.05	101.16%	105,000.00	(1,222.05)	(1.16)%
45020	OTHER GRANTS	0.00	3,371.94	33.71%	10,000.00	6,628.06	66.28%
46030	LOST & DAMAGED	347.74	3,105.06	88.71%	3,500.00	394.94	11.28%
46200	PRINT/COPY REVENUE	676.70	4,506.19	75.10%	6,000.00	1,493.81	24.89%
46250	LICENSE PLATE RENEWAL INCOME	4,898.00	43,529.00	66.96%	65,000.00	21,471.00	33.03%
46400	MISCELLANEOUS INCOME	0.00	0.00	0.00%	500.00	500.00	100.00%
46500	CASH OVER	0.00	5.88	5.88%	100.00	94.12	94.12%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	658.00	54.83%	1,200.00	542.00	45.16%
49010	MONETARY GIFT	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
46110	MEETING RM RENTAL	0.00	60.00	40.00%	150.00	90.00	60.00%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	33.50	243.20	81.06%	300.00	56.80	18.93%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	3.25	0.00%	0.00	(3.25)	0.00%
	Total REVENUES	64,070.09	4,619,823.56	99.35%	4,650,250.00	30,426.44	0.65%
	Total Revenues	64,070.09	4,619,823.56	99.35%	4,650,250.00	30,426.44	0.65%
	Expenditures						
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 1/1/2025 Through 1/31/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
00	DEPARTMENT-WIDE						
70000	TRANSFER OUT	0.00	0.00	0.00%	220,000.00	220,000.00	100.00%
	Total TRANSFERS BETWEEN FUNDS	0.00	0.00	0.00%	220,000.00	220,000.00	100.00%
15	PERSONNEL SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	15,771.41	113,305.02	45.32%	250,000.00	136,694.98	54.67%
52121	IMRF	9,670.62	82,179.66	52.34%	157,000.00	74,820.34	47.65%
52122	REIMBURSED INS	94.00	658.00	54.83%	1,200.00	542.00	45.16%
52160	TUITION REIMB	0.00	0.00	0.00%	8,000.00	8,000.00	100.00%
52212	FICA/MEDICARE/SS-R	11,784.05	98,501.45	50.51%	195,000.00	96,498.55	49.48%
05	ADMINISTRATION						
52100	SALARIES	15,681.96	224,152.93	44.48%	503,884.50	279,731.57	55.51%
40	PUBLIC RELATIONS						
52100	SALARIES	13,039.92	85,195.82	49.02%	173,796.00	88,600.18	50.97%
50	IT / NETWORK						
52100	SALARIES	10,795.60	76,816.22	58.40%	131,521.95	54,705.73	41.59%
60	PATS						
52100	SALARIES	11,034.13	76,462.40	51.73%	147,795.60	71,333.20	48.26%
90	FACILITIES						
52100	SALARIES	9,666.28	68,885.67	56.39%	122,151.75	53,266.08	43.60%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	39,157.65	274,511.15	56.68%	484,299.19	209,788.04	43.31%
20	YOUTH SERVICES						
52100	SALARIES	27,753.86	183,714.55	53.14%	345,704.52	161,989.97	46.85%
70	ACCOUNT SERVICES						
52100	SALARIES	27,866.43	196,507.38	57.99%	338,832.78	142,325.40	42.00%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	19,752.16	139,416.31	57.79%	241,244.85	101,828.54	42.20%
	Total PERSONNEL SERVICES/BENEFITS	212,068.07	1,620,306.56	52.26%	3,100,431.14	1,480,124.58	47.74%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	1,548.77	3,043.63	30.43%	10,000.00	6,956.37	69.56%
61500	DATABASES	0.00	39,621.69	91.24%	43,422.00	3,800.31	8.75%

Fox River Valley Public Library District
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10 - GENERAL/CORPORATE
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		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining	
	61510	EBOOKS	2,665.58	30,752.03	60.59%	50,750.00	19,997.97	39.40%
	61520	DOWNLOADABLE MEDIA	3,451.23	30,792.37	56.42%	54,575.00	23,782.63	43.57%
	61540	HOTSPOTS	0.00	8,160.00	80.95%	10,080.00	1,920.00	19.04%
	64100	PROC FEES BOOKS	419.76	2,635.56	47.91%	5,500.00	2,864.44	52.08%
	64200	PROC FEES AV	179.57	3,904.88	55.78%	7,000.00	3,095.12	44.21%
	64500	ONLINE ORDERING FEE	0.00	693.52	91.85%	755.00	61.48	8.14%
05		ADMINISTRATION						
	61120	BOOKS NF	0.00	0.00	0.00%	500.00	500.00	100.00%
	61200	PERIODICALS	0.00	624.00	100.00%	624.00	0.00	0.00%
1		Dundee Library						
00		DEPARTMENT-WIDE						
	61200	PERIODICALS	0.00	2,584.22	66.29%	3,898.00	1,313.78	33.70%
10		ADULT & TEEN SERVICES						
	61110	BOOKS FICTION	3,197.49	18,187.17	56.83%	32,000.04	13,812.87	43.16%
	61111	BOOKS LARGE TYPE	503.49	3,742.27	93.55%	4,000.00	257.73	6.44%
	61120	BOOKS NF	683.00	4,972.94	41.44%	12,000.00	7,027.06	58.55%
	61130	BOOKS SPANISH	0.00	0.00	0.00%	3,500.00	3,500.00	100.00%
	61140	GRAPHIC NOVELS	251.07	2,121.56	53.03%	4,000.00	1,878.44	46.96%
	61330	AUDIOBOOKS	383.70	2,737.39	39.10%	7,000.00	4,262.61	60.89%
	61350	MUSIC	89.93	1,304.93	43.49%	3,000.00	1,695.07	56.50%
	61400	DVD	620.01	10,449.89	83.59%	12,500.00	2,050.11	16.40%
	61600	VIDEOGAMES	0.00	5,197.89	39.98%	13,000.00	7,802.11	60.01%
	61700	NONTRADITIONAL MATERIALS	165.63	403.02	10.07%	4,000.00	3,596.98	89.92%
15		TEEN						
	61100	BOOKS	714.77	3,999.82	49.99%	8,000.00	4,000.18	50.00%
	61130	BOOKS SPANISH	90.85	1,369.55	68.47%	2,000.00	630.45	31.52%
	61330	AUDIOBOOKS	0.00	0.00	0.00%	500.00	500.00	100.00%
20		YOUTH SERVICES						
	61100	BOOKS	2,865.99	16,615.49	41.53%	39,999.96	23,384.47	58.46%
	61130	BOOKS SPANISH	5.24	924.39	11.55%	8,000.04	7,075.65	88.44%
	61330	AUDIOBOOKS	0.00	52.99	3.53%	1,500.00	1,447.01	96.46%
	61400	DVD	0.00	1,858.49	74.33%	2,500.00	641.51	25.66%
	61600	VIDEOGAMES	0.00	506.06	12.34%	4,100.00	3,593.94	87.65%
	61700	NONTRADITIONAL MATERIALS	93.96	593.74	16.96%	3,500.04	2,906.30	83.03%
2		Randall Oaks						
00		DEPARTMENT-WIDE						
	61200	PERIODICALS	0.00	1,170.36	86.62%	1,351.00	180.64	13.37%
10		ADULT & TEEN SERVICES						

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10 - GENERAL/CORPORATE
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		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
	61110	BOOKS FICTION	1,073.00	63.28%	10,000.00	3,671.36	36.71%
	61120	BOOKS NF	290.71	76.46%	2,500.00	588.28	23.53%
	61400	DVD	285.64	61.44%	5,500.00	2,120.39	38.55%
	61600	VIDEOGAMES	0.00	24.27%	5,000.00	3,786.44	75.72%
15		TEEN					
	61100	BOOKS	23.15	52.56%	2,500.00	1,185.99	47.43%
20		YOUTH SERVICES					
	61100	BOOKS	1,205.76	41.77%	14,000.04	8,151.63	58.22%
	61130	BOOKS SPANISH	0.00	0.00%	1,500.00	1,500.00	100.00%
	61400	DVD	0.00	66.87%	1,500.00	496.94	33.12%
	61600	VIDEOGAMES	0.00	20.26%	2,500.00	1,993.48	79.73%
	61700	NONTRADITIONAL MATERIALS	0.00	31.86%	750.00	511.00	68.13%
		Total LIBRARY MATERIALS	20,808.30	55.29%	399,305.12	178,540.74	44.71%
51		LIBRARY OPERATIONS					
0		District Wide					
00		DEPARTMENT-WIDE					
	52123	WORKERS COMP	0.00	63.07%	8,000.00	2,954.00	36.92%
	52124	UNEMPLOYMENT INS	340.89	16.53%	10,000.00	8,346.49	83.46%
	52130	STAFF DEVELOPMENT	211.35	34.21%	4,000.00	2,631.44	65.78%
	52170	ALLSTAFF SPEAKER	0.00	0.00%	3,000.00	3,000.00	100.00%
	70800	POSTAGE	19.99	38.41%	3,500.00	2,155.49	61.58%
	70900	SUPPLIES	773.24	36.74%	13,000.00	8,223.52	63.25%
	73215	COPIER/PRINT EXPENSE	565.00	48.41%	8,800.00	4,539.43	51.58%
	73225	PUBLIC LIABILITY INS	0.00	81.80%	56,000.00	10,191.09	18.19%
	73240	BOARD EXPENSES	100.00	95.00%	500.00	25.00	5.00%
	73241	LEGAL NOTICES FEES	0.00	57.96%	2,000.00	840.80	42.04%
	73242	MEMBERSHIPS	190.00	34.17%	3,500.00	2,304.00	65.82%
	73245	BACKGROUND CHECK FEES	6.00	39.00%	100.00	61.00	61.00%
	73250	BANK CHARGES	117.57	61.23%	1,500.00	581.54	38.76%
	73255	INVESTMENT FEES	575.93	43.83%	8,000.00	4,492.88	56.16%
	73260	LOST & PAID FORWARDING	0.00	10.14%	500.00	449.29	89.85%
	73280	COST OF ITEMS SOLD	0.00	16.19%	300.00	251.41	83.80%
	73281	TAX EXPENSE	85.99	85.99%	100.00	14.01	14.01%
	73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	4,650.00	64.57%	64,000.00	22,672.00	35.42%
	73283	LICENSE PLATE S&SLT FEES	48.00	60.85%	700.00	274.00	39.14%

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		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
73290	HOSPITALITY	0.00	16.14	3.22%	500.00	483.86	96.77%
76400	Miscellaneous Expense	0.00	250.00	50.00%	500.00	250.00	50.00%
76500	CASH UNDER	0.25	5.09	2.03%	250.00	244.91	97.96%
79010	MONETARY GIFT EXPENDITURES	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	4,418.86	4,418.86	100.00%
05	ADMINISTRATION						
52140	PROFESSIONAL EDUCATION	0.00	504.16	5.60%	9,000.00	8,495.84	94.39%
73242	MEMBERSHIPS	0.00	309.00	6.86%	4,500.00	4,191.00	93.13%
10	ADULT & TEEN SERVICES						
52140	PROFESSIONAL EDUCATION	0.00	813.70	16.27%	5,000.00	4,186.30	83.72%
70900	SUPPLIES	0.00	811.57	40.57%	2,000.00	1,188.43	59.42%
73242	MEMBERSHIPS	672.00	822.00	82.36%	998.00	176.00	17.63%
20	YOUTH SERVICES						
52140	PROFESSIONAL EDUCATION	1,285.00	3,236.40	92.46%	3,500.00	263.60	7.53%
73242	MEMBERSHIPS	180.00	395.00	87.77%	450.00	55.00	12.22%
30	PUBLIC SERVICE						
70900	SUPPLIES	31.48	1,554.30	35.12%	4,425.00	2,870.70	64.87%
40	PUBLIC RELATIONS						
52140	PROFESSIONAL EDUCATION	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	200.00	200.00	100.00%
50	IT / NETWORK						
52140	PROFESSIONAL EDUCATION	599.00	599.00	16.41%	3,650.00	3,051.00	83.58%
60	PATS						
73242	MEMBERSHIPS	0.00	150.00	100.00%	150.00	0.00	0.00%
70	ACCOUNT SERVICES						
52140	PROFESSIONAL EDUCATION	0.00	827.07	75.18%	1,100.00	272.93	24.81%
73242	MEMBERSHIPS	0.00	0.00	0.00%	200.00	200.00	100.00%
80	RANDALL OAKS						
73242	MEMBERSHIPS	0.00	0.00	0.00%	296.00	296.00	100.00%
90	FACILITIES						
70900	SUPPLIES	498.51	3,550.72	27.31%	13,000.00	9,449.28	72.68%
1	Dundee Library						
00	DEPARTMENT-WIDE						

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		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
73520	PLANT OPERATION	19.77	1,278.16	11.88%	10,750.00	9,471.84	88.11%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73505	RENT EXPENSE	5,407.50	37,852.50	58.23%	65,000.00	27,147.50	41.76%
	Total LIBRARY OPERATIONS	16,377.47	166,467.42	50.62%	328,887.86	162,420.44	49.38%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	346.49	3,938.44	39.38%	10,000.00	6,061.56	60.61%
73010	NEWSLETTER	0.00	19,032.64	47.58%	40,000.00	20,967.36	52.41%
73020	OUTSIDE PRINTING	0.00	1,294.39	86.29%	1,500.00	205.61	13.70%
73290	HOSPITALITY	0.00	111.06	55.53%	200.00	88.94	44.47%
	Total PUBLIC RELATIONS	346.49	24,376.53	47.15%	51,700.00	27,323.47	52.85%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	50.00	2.50%	2,000.00	1,950.00	97.50%
73150	PERFORMERS	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73151	SUMMER READING	0.00	1,000.00	5.55%	18,000.00	17,000.00	94.44%
73152	WINTER READING	0.00	3,442.88	98.36%	3,500.00	57.12	1.63%
73153	MISC READING CHALLENGES	0.00	942.16	78.51%	1,200.00	257.84	21.48%
73155	LICENSING	1,445.00	1,445.00	87.57%	1,650.00	205.00	12.42%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	600.79	3,194.61	49.14%	6,500.00	3,305.39	50.85%
73150	PERFORMERS	0.00	1,620.00	45.00%	3,600.00	1,980.00	55.00%
15	TEEN						
70900	SUPPLIES	52.96	760.39	38.01%	2,000.00	1,239.61	61.98%
20	YOUTH SERVICES						
70900	SUPPLIES	1,109.05	6,488.63	46.34%	14,000.04	7,511.41	53.65%
73150	PERFORMERS	0.00	617.50	15.43%	4,000.00	3,382.50	84.56%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	624.67	1,931.83	48.29%	4,000.00	2,068.17	51.70%
	Total GENERAL PROGRAMMING	3,832.47	21,493.00	34.42%	62,450.04	40,957.04	65.58%
54	COMPUTER						
0	District Wide						

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00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	695.88	8.96%	7,760.00	7,064.12	91.03%
73320	CCS SHARED COST	13,937.38	41,812.14	70.86%	59,000.00	17,187.86	29.13%
73330	CONSULTING - COMPUTER SERVICES	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
73340	SOFTWARE	5,505.21	18,404.10	62.38%	29,501.00	11,096.90	37.61%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	494.86	3,365.76	47.94%	7,020.00	3,654.24	52.05%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	243.15	1,647.59	58.42%	2,820.00	1,172.41	41.57%
	Total COMPUTER	20,180.60	65,925.47	56.78%	116,101.00	50,175.53	43.22%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73246	PAYROLL SERVICE	991.08	7,597.17	50.64%	15,000.00	7,402.83	49.35%
73410	LEGAL FEES	740.00	6,710.00	67.10%	10,000.00	3,290.00	32.90%
73420	AUDIT EXPENSE	0.00	9,180.00	91.80%	10,000.00	820.00	8.20%
73430	OTHER PROF FEES	7,750.00	7,750.00	38.75%	20,000.00	12,250.00	61.25%
	Total PROFESSIONAL FEES	9,481.08	31,237.17	56.79%	55,000.00	23,762.83	43.21%
58	TRANSPORTATION						
0	District Wide						
00	DEPARTMENT-WIDE						
73230	TRANSPORTATION REIMBURSEMENT	162.02	1,092.58	27.31%	4,000.00	2,907.42	72.68%
	Total TRANSPORTATION	162.02	1,092.58	27.31%	4,000.00	2,907.42	72.69%
61	MAINTENANCE						
0	District Wide						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	0.00	0.00	0.00%	9,575.00	9,575.00	100.00%
73310	CATALOGING - COMPUTER SERVICE	2,321.60	6,964.80	69.64%	10,000.00	3,035.20	30.35%
73530	EQUIPMENT MAINT	0.00	520.00	63.41%	820.00	300.00	36.58%
73640	FUEL	120.20	843.00	42.15%	2,000.00	1,157.00	57.85%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	0.00	3,547.50	44.37%	7,995.00	4,447.50	55.62%

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	73500	BUILDING REPAIRS AND MAINTENANCE	821.00	11,551.04	35.32%	32,700.00	21,148.96	64.67%
	73530	EQUIPMENT MAINT	88.70	223.70	13.15%	1,700.00	1,476.30	86.84%
	73540	CONTRACTS: BUILDING MAINTENANCE	11,245.68	40,798.84	44.98%	90,701.00	49,902.16	55.01%
2		Randall Oaks						
00		DEPARTMENT-WIDE						
	73301	COMPUTER MAINT	0.00	1,182.50	97.32%	1,215.00	32.50	2.67%
	73540	CONTRACTS: BUILDING MAINTENANCE	706.85	5,118.98	60.22%	8,500.00	3,381.02	39.77%
		Total MAINTENANCE	15,304.03	70,750.36	41.57%	170,206.00	99,455.64	58.43%
65		UTILITIES						
0		District Wide						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	127.76	833.30	51.12%	1,630.00	796.70	48.87%
1		Dundee Library						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	883.05	6,196.93	56.13%	11,040.00	4,843.07	43.86%
	73610	ELECTRICITY	6,383.05	28,757.21	61.18%	47,000.00	18,242.79	38.81%
	73620	WATER AND SEWER	0.00	2,262.00	56.55%	4,000.00	1,738.00	43.45%
	73630	GAS	662.57	1,394.16	23.23%	6,000.00	4,605.84	76.76%
2		Randall Oaks						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	99.76	675.61	53.61%	1,260.00	584.39	46.38%
		Total UTILITIES	8,156.19	40,119.21	56.56%	70,930.00	30,810.79	43.44%
70		CAPITAL EXPENSE						
0		District Wide						
00		DEPARTMENT-WIDE						
	73215	COPIER/PRINT EXPENSE	0.00	6,890.00	95.03%	7,250.00	360.00	4.96%
	73270	FURNITURE & EQUIP	0.00	645.35	3.58%	18,000.00	17,354.65	96.41%
	73300	COMPUTER EQUIPMENT	0.00	5,649.26	18.25%	30,950.00	25,300.74	81.74%
1		Dundee Library						
10		ADULT & TEEN SERVICES						
	73270	FURNITURE & EQUIP	2,533.64	2,761.51	55.23%	5,000.00	2,238.49	44.76%
20		YOUTH SERVICES						
	73270	FURNITURE & EQUIP	0.00	462.61	6.60%	6,999.96	6,537.35	93.39%
2		Randall Oaks						
80		RANDALL OAKS						
	73270	FURNITURE & EQUIP	506.70	2,822.27	92.86%	3,039.00	216.73	7.13%
		Total CAPITAL EXPENSE	3,040.34	19,231.00	27.00%	71,238.96	52,007.96	73.00%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 1/1/2025 Through 1/31/2025

	Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
Total Expenditures	<u>309,757.06</u>	<u>2,281,763.68</u>	<u>49.07%</u>	<u>4,650,250.12</u>	<u>2,368,486.44</u>	<u>50.93%</u>
Net Increase(Decrease) in Fund Balance	<u>(245,686.97)</u>	<u>2,338,059.88</u>	<u>...48,383,200.00)%</u>	<u>(0.12)</u>	<u>(2,338,060.00)</u>	<u>1,948,383,400.00%</u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 1/1/2025 Through 1/31/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	14,442.06	120,924.55	120.92%	100,000.00	(20,924.55)	(20.92)%
44011	MARKET VALUE ADJUSTMENT	(1,047.66)	(642.17)	(128.43)%	500.00	1,142.17	228.43%
45020	OTHER GRANTS	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
	Total REVENUES	13,394.40	120,282.38	108.85%	110,500.00	(9,782.38)	(8.85)%
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
40000	TRANSFER IN	0.00	0.00	0.00%	220,000.00	220,000.00	100.00%
	Total TRANSFERS BETWEEN FUNDS	0.00	0.00	0.00%	220,000.00	220,000.00	100.00%
	Total Revenues	13,394.40	120,282.38	36.39%	330,500.00	210,217.62	63.61%
	Expenditures						
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	0.00	14,137.43	8.89%	159,000.00	144,862.57	91.10%
73340	SOFTWARE	0.00	0.00	0.00%	28,000.00	28,000.00	100.00%
	Total COMPUTER	0.00	14,137.43	7.56%	187,000.00	172,862.57	92.44%
61	MAINTENANCE						
1	Dundee Library						
00	DEPARTMENT-WIDE						
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	18,619.92	1.91%	970,000.00	951,380.08	98.08%
	Total MAINTENANCE	0.00	18,619.92	1.92%	970,000.00	951,380.08	98.08%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
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%	2,510,000.00	2,510,000.00	100.00%
	Total CAPITAL EXPENSE	0.00	0.00	0.00%	2,660,000.00	2,660,000.00	100.00%
	Total Expenditures	0.00	32,757.35	0.86%	3,817,000.00	3,784,242.65	99.14%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 1/1/2025 Through 1/31/2025

	Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
Net Increase(Decrease) in Fund Balance	<u><u>13,394.40</u></u>	<u><u>87,525.03</u></u>	<u><u>(2.51)%</u></u>	<u><u>(3,486,500.00)</u></u>	<u><u>(3,574,025.03)</u></u>	<u><u>102.51%</u></u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
80 - WORKING CASH
From 1/1/2025 Through 1/31/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	510.60	5,091.77	101.83%	5,000.00	(91.77)	(1.83)%
44011	MARKET VALUE ADJUSTMENT	(106.74)	(65.43)	(13.08)%	500.00	565.43	113.08%
	Total REVENUES	<u>403.86</u>	<u>5,026.34</u>	<u>91.39%</u>	<u>5,500.00</u>	<u>473.66</u>	<u>8.61%</u>
	Total Revenues	<u>403.86</u>	<u>5,026.34</u>	<u>91.39%</u>	<u>5,500.00</u>	<u>473.66</u>	<u>8.61%</u>
	Net Increase(Decrease) in Fund Balance	<u>403.86</u>	<u>5,026.34</u>	<u>91.38%</u>	<u>5,500.00</u>	<u>473.66</u>	<u>8.61%</u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
90 - DONATION / GIFT
From 1/1/2025 Through 1/31/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	840.32	8,379.74	83.79%	10,000.00	1,620.26	16.20%
44011	MARKET VALUE ADJUSTMENT	(175.67)	(107.67)	(21.53)%	500.00	607.67	121.53%
	Total REVENUES	<u>664.65</u>	<u>8,272.07</u>	<u>78.78%</u>	<u>10,500.00</u>	<u>2,227.93</u>	<u>21.22%</u>
	Total Revenues	<u>664.65</u>	<u>8,272.07</u>	<u>78.78%</u>	<u>10,500.00</u>	<u>2,227.93</u>	<u>21.22%</u>
	Net Increase(Decrease) in Fund Balance	<u>664.65</u>	<u>8,272.07</u>	<u>78.78%</u>	<u>10,500.00</u>	<u>2,227.93</u>	<u>21.21%</u>

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - FY2425 Budget v Actual Revenues
From 1/1/2025 Through 1/31/2025

		Month Activity	Year Activity	FY2425 % Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 % Remaining
	Revenues						
43010	TAX LEVY	0.00	4,230,447.65	100.01%	4,230,000.00	(447.65)	(0.01)%
43020	PPRT	14,337.46	46,390.41	54.57%	85,000.00	38,609.59	45.42%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	23,978.18	29,422.62	588.45%	5,000.00	(24,422.62)	(488.45)%
43500	IMPACT FEES	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
44010	INT & DIV INCOME	35,813.49	286,442.33	119.35%	240,000.00	(46,442.33)	(19.35)%
44011	MARKET VALUE ADJUSTMENT	(1,646.07)	(1,003.23)	(50.16)%	2,000.00	3,003.23	150.16%
45010	PER CAPITA GRANT	0.00	106,222.05	101.16%	105,000.00	(1,222.05)	(1.16)%
45020	OTHER GRANTS	0.00	3,371.94	16.85%	20,000.00	16,628.06	83.14%
46030	LOST & DAMAGED	347.74	3,105.06	88.71%	3,500.00	394.94	11.28%
46110	MEETING RM RENTAL	0.00	60.00	40.00%	150.00	90.00	60.00%
46200	PRINT/COPY REVENUE	676.70	4,506.19	75.10%	6,000.00	1,493.81	24.89%
46250	LICENSE PLATE RENEWAL INCOME	4,898.00	43,529.00	66.96%	65,000.00	21,471.00	33.03%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	33.50	246.45	82.15%	300.00	53.55	17.85%
46400	MISCELLANEOUS INCOME	0.00	0.00	0.00%	500.00	500.00	100.00%
46500	CASH OVER	0.00	5.88	5.88%	100.00	94.12	94.12%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	658.00	54.83%	1,200.00	542.00	45.16%
49010	MONETARY GIFT	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
	Total Revenues	78,533.00	4,753,404.35	99.51%	4,776,750.00	23,345.65	0.49%
	Net Increase(Decrease) in Fund Balance	78,533.00	4,753,404.35	99.51%	4,776,750.00	23,345.65	0.48%

7/1/2024 - 7/31/2024	8/1/2024 - 8/31/2024	9/1/2024 - 9/30/2024	10/1/2024 - 10/31/2024	11/1/2024 - 11/30/2024	12/1/2024 - 12/31/2024	1/1/2025 - 1/31/2025	2/1/2025 - 2/28/2025	3/1/2025 - 3/31/2025	4/1/2025 - 4/30/2025	5/1/2025 - 5/31/2025	6/1/2025 - 6/30/2025	Total
4,229,925.89	0.00	0.00	0.00	521.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,230,447.65
16,444.75	3,067.28	0.00	12,540.92	0.00	0.00	14,337.46	0.00	0.00	0.00	0.00	0.00	46,390.41
0.00	0.00	0.00	0.00	0.00	5,444.44	23,978.18	0.00	0.00	0.00	0.00	0.00	29,422.62
40,130.68	36,535.09	43,756.66	41,981.83	42,738.69	45,485.89	35,813.49	0.00	0.00	0.00	0.00	0.00	286,442.33
6,196.86	6,107.15	(5,035.66)	(1,111.94)	(4,685.86)	(827.71)	(1,646.07)	0.00	0.00	0.00	0.00	0.00	(1,003.23)
106,222.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	106,222.05
0.00	0.00	0.00	1,435.97	1,935.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,371.94
807.53	338.89	307.00	472.26	609.95	221.69	347.74	0.00	0.00	0.00	0.00	0.00	3,105.06
0.00	0.00	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	60.00
783.20	649.65	717.50	612.81	573.93	492.40	676.70	0.00	0.00	0.00	0.00	0.00	4,506.19
8,057.00	7,847.75	8,077.25	6,108.00	5,131.75	3,409.25	4,898.00	0.00	0.00	0.00	0.00	0.00	43,529.00
56.55	21.75	37.75	48.10	32.25	16.55	33.50	0.00	0.00	0.00	0.00	0.00	246.45
0.03	0.30	0.30	5.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.88
94.00	94.00	94.00	94.00	94.00	94.00	94.00	0.00	0.00	0.00	0.00	0.00	658.00
4,408,718.54	54,661.86	48,014.80	62,187.20	46,952.44	54,336.51	78,533.00	0.00	0.00	0.00	0.00	0.00	4,753,404.35
4,408,718.54	54,661.86	48,014.80	62,187.20	46,952.44	54,336.51	78,533.00	0.00	0.00	0.00	0.00	0.00	4,753,404.35

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - FY2425 Budget v Actual Expenditures
From 1/1/2025 Through 1/31/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY 2425 \$ Remaining	FY2425 Percent Remaining
	Expenditures						
15	Personnel Expenses						
15	PERSONNEL	212,068.07	1,620,306.56	52.26%	3,100,431.14	1,480,124.58	47.73%
	SERVICES/BENEFITS						
	Total Personnel Expenses	212,068.07	1,620,306.56	52.26%	3,100,431.14	1,480,124.58	47.74%
20	Library Materials						
20	LIBRARY MATERIALS	20,808.30	220,764.38	55.28%	399,305.12	178,540.74	44.71%
	Total Library Materials	20,808.30	220,764.38	55.29%	399,305.12	178,540.74	44.71%
50	Operating Expenses						
51	LIBRARY OPERATIONS	16,377.47	166,467.42	50.61%	328,887.86	162,420.44	49.38%
52	PUBLIC RELATIONS	346.49	24,376.53	47.14%	51,700.00	27,323.47	52.85%
53	GENERAL PROGRAMMING	3,832.47	21,493.00	34.41%	62,450.04	40,957.04	65.58%
54	COMPUTER	20,180.60	80,062.90	26.41%	303,101.00	223,038.10	73.58%
55	PROFESSIONAL FEES	9,481.08	31,237.17	56.79%	55,000.00	23,762.83	43.20%
58	TRANSPORTATION	162.02	1,092.58	27.31%	4,000.00	2,907.42	72.68%
	Total Operating Expenses	50,380.13	324,729.60	40.33%	805,138.90	480,409.30	59.67%
60	Building Expenses						
61	MAINTENANCE	15,304.03	89,370.28	7.83%	1,140,206.00	1,050,835.72	92.16%
65	UTILITIES	8,156.19	40,119.21	56.56%	70,930.00	30,810.79	43.43%
	Total Building Expenses	23,460.22	129,489.49	10.69%	1,211,136.00	1,081,646.51	89.31%
70	Capital Expense						
70	CAPITAL EXPENSE	3,040.34	19,231.00	0.70%	2,731,238.96	2,712,007.96	99.29%
	Total Capital Expense	3,040.34	19,231.00	0.70%	2,731,238.96	2,712,007.96	99.30%
	Total Expenditures	309,757.06	2,314,521.03	28.06%	8,247,250.12	5,932,729.09	71.94%
	Net Increase(Decrease) in Fund Balance	(309,757.06)	(2,314,521.03)	28.06%	(8,247,250.12)	(5,932,729.09)	71.93%

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - FY2425 Budget v Actual Expenditures by Location
From 1/1/2025 Through 1/31/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 Budget \$ Remaining	FY2425 Percent Remaining
	Expenditures						
0	District Wide						
15	Personnel Expenses	97,537.97	826,157.17	48.87%	1,690,349.80	864,192.63	51.12%
20	Library Materials	8,264.91	120,227.68	65.62%	183,206.00	62,978.32	34.37%
50	Operating Expenses	41,827.38	265,972.63	38.80%	685,448.86	419,476.23	61.19%
60	Building Expenses	2,569.56	9,161.10	31.56%	29,025.00	19,863.90	68.43%
70	Capital Expense	0.00	13,184.61	0.48%	2,716,200.00	2,703,015.39	99.51%
	Total District Wide	150,199.82	1,234,703.19	23.28%	5,304,229.66	4,069,526.47	76.72%
1	Dundee Library						
15	Personnel Expenses	94,777.94	654,733.08	56.01%	1,168,836.49	514,103.41	43.98%
20	Library Materials	9,665.13	77,621.81	46.20%	167,998.08	90,376.27	53.79%
50	Operating Expenses	2,277.43	17,325.05	36.19%	47,870.04	30,544.99	63.80%
60	Building Expenses	20,084.05	113,351.30	9.67%	1,171,136.00	1,057,784.70	90.32%
70	Capital Expense	2,533.64	3,224.12	26.86%	11,999.96	8,775.84	73.13%
	Total Dundee Library	129,338.19	866,255.36	33.73%	2,567,840.57	1,701,585.21	66.27%
2	Randall Oaks						
15	Personnel Expenses	19,752.16	139,416.31	57.79%	241,244.85	101,828.54	42.20%
20	Library Materials	2,878.26	22,914.89	47.63%	48,101.04	25,186.15	52.36%
50	Operating Expenses	6,275.32	41,431.92	57.68%	71,820.00	30,388.08	42.31%
60	Building Expenses	806.61	6,977.09	63.57%	10,975.00	3,997.91	36.42%
70	Capital Expense	506.70	2,822.27	92.86%	3,039.00	216.73	7.13%
	Total Randall Oaks	30,219.05	213,562.48	56.92%	375,179.89	161,617.41	43.08%
	Total Expenditures	309,757.06	2,314,521.03	28.06%	8,247,250.12	5,932,729.09	71.94%
	Net Increase(Decrease) in Fund Balance	(309,757.06)	(2,314,521.03)	28.06%	(8,247,250.12)	(5,932,729.09)	71.93%

<div> <div>Fox River Valley Public Library District</div> <div>Expenditure Summary - All Funds Combined - Expenditures by Period - Posted Transactions Only</div> <div>From 7/1/2024 Through 6/30/2025</div> </div>													
	7/1/2024 - 7/31/2024	8/1/2024 - 8/31/2024	9/1/2024 - 9/30/2024	10/1/2024 - 10/31/2024	11/1/2024 - 11/30/2024	12/1/2024 - 12/31/2024	1/1/2025 - 1/31/2025	2/1/2025 - 2/28/2025	3/1/2025 - 3/31/2025	4/1/2025 - 4/30/2025	5/1/2025 - 5/31/2025	6/1/2025 - 6/30/2025	Total
Expenditures													
Personnel Expenses													
PERSONNEL	235,115.63	246,897.06	227,665.18	251,314.76	229,140.51	218,105.35	212,068.07	0.00	0.00	0.00	0.00	0.00	1,620,306.56
SERVICES/BENEFITS													
Library Materials													
LIBRARY MATERIALS	45,989.96	60,906.38	24,418.87	23,954.50	27,860.08	16,826.29	20,808.30	0.00	0.00	0.00	0.00	0.00	220,764.38
Operating Expenses													
LIBRARY OPERATIONS	38,730.32	17,527.10	20,643.96	17,780.99	16,377.43	39,030.15	16,377.47	0.00	0.00	0.00	0.00	0.00	166,467.42
PUBLIC RELATIONS	316.32	12,533.21	222.84	249.87	10,092.80	615.00	346.49	0.00	0.00	0.00	0.00	0.00	24,376.53
GENERAL PROGRAMMING	956.97	2,805.67	2,106.31	4,633.38	4,776.51	2,381.69	3,832.47	277.23	0.00	0.00	0.00	0.00	21,770.23
COMPUTER	14,839.78	14,841.33	6,020.85	18,352.66	1,105.10	4,722.58	20,180.60	0.00	0.00	0.00	0.00	0.00	80,062.90
PROFESSIONAL FEES	1,035.13	1,127.57	8,195.05	7,350.33	3,030.02	1,017.99	9,481.08	0.00	0.00	0.00	0.00	0.00	31,237.17
TRANSPORTATION	126.70	139.13	262.06	244.89	62.04	95.74	162.02	0.00	0.00	0.00	0.00	0.00	1,092.58
Building Expenses													
MAINTENANCE	7,938.87	12,838.57	6,634.34	25,687.31	5,037.20	15,929.96	15,304.03	0.00	0.00	0.00	0.00	0.00	89,370.28
UTILITIES	5,908.82	7,982.22	5,357.57	6,110.49	4,774.52	1,829.40	8,156.19	0.00	0.00	0.00	0.00	0.00	40,119.21
Capital Expense													
CAPITAL EXPENSE	712.68	12,288.91	2,398.51	91.65	577.92	120.99	3,040.34	0.00	0.00	0.00	0.00	0.00	19,231.00
Total Expenditures	351,671.18	389,887.15	303,925.54	355,770.83	302,834.13	300,675.14	309,757.06	277.23	0.00	0.00	0.00	0.00	2,314,798.26
Net Increase(Decrease) in Fund Balance	(351,671.18)	(389,887.15)	(303,925.54)	(355,770.83)	(302,834.13)	(300,675.14)	(309,757.06)	(277.23)	0.00	0.00	0.00	0.00	(2,314,798.26)

Fox River Valley Public Library District
Balance Sheet - Unposted Transactions Included In Report
As of 1/31/2025

		<u>Current Year</u>
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	4,868,638.33
70	CAPITAL PROJECTS/SPECIAL RESERVE	<u>2,643,759.64</u>
	Total Checking Accounts	7,512,397.97
Other Cash		
10900	CASH ON HAND DUNDEE	
10	GENERAL/CORPORATE	253.00
10902	Kiosk Cash	
10	GENERAL/CORPORATE	<u>123.65</u>
	Total Other Cash	376.65
Investments		
10500	INVESTMENT ACCOUNTS	
10	GENERAL/CORPORATE	522,224.85
70	CAPITAL PROJECTS/SPECIAL RESERVE	1,733,244.67
80	WORKING CASH	176,590.79
90	DONATION / GIFT	<u>290,623.34</u>
	Total Investments	<u>2,722,683.65</u>
	Total Cash and Investments	10,235,458.27
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	32,445.00
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	22,722.35
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	29,164.00
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	<u>674.20</u>
	Total Other Assets	<u>85,005.55</u>
	Total Assets	<u><u>10,320,463.82</u></u>
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	11,660.26
20002	AP license Plate	
10	GENERAL/CORPORATE	604.00
20003	AP Other	
10	GENERAL/CORPORATE	165.57
21000	ACCRUED PAYROLL	
10	GENERAL/CORPORATE	74,909.08
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	2,237.44
22068	CREDIT CARD PAYABLE ZABSKI	
10	GENERAL/CORPORATE	339.34
22077	CREDIT CARD PAYABLE CARROLL	
10	GENERAL/CORPORATE	62.64
22080	CREDIT CARD PAYABLE POWEZIAK	
10	GENERAL/CORPORATE	83.82
22081	CREDIT CARD PAYABLE BUNTE	
10	GENERAL/CORPORATE	672.00
22084	CREDIT CARD PAYABLE SABALA	
10	GENERAL/CORPORATE	712.53
22085	CREDIT CARD PAYABLE JI	
10	GENERAL/CORPORATE	580.82
22094	CREDIT CARD PAYABLE HERNANDEZ	
10	GENERAL/CORPORATE	69.46
22220	IMRF EXPENSE PAYABLE	

Fox River Valley Public Library District
Balance Sheet - Unposted Transactions Included In Report
As of 1/31/2025

		<u>Current Year</u>
10	GENERAL/CORPORATE	16,397.45
22500	STAFF REIMBURSEMENTS PAYABLE	
10	GENERAL/CORPORATE	<u>204.93</u>
	Total Liabilities	108,699.34
	Fund Balance	
10	GENERAL/CORPORATE	5,367,017.42
70	CAPITAL PROJECTS/SPECIAL RESERVE	4,377,004.31
80	WORKING CASH	176,590.79
90	DONATION / GIFT	<u>290,623.34</u>
	Total Fund Balance	<u>10,211,235.86</u>
	Total Liabilities and Fund Balance	<u><u>10,319,935.20</u></u>

Fox River Valley Public Library District - General Fund
Portfolio Maturity Snapshot
31-Jan-25

Maturity Date	Cusip	Security	Security Type	Quantity	Coupon/ Int Rate	Total Cost	Market Value	YTM	FDIC/ NCUA	Moody's	S&P
	261908404	Dreyfus Tsy Obligations (Sweep)	CASH AND EQUIVALENTS (USD)		4.41	1255317	1255317	4.41	N/A		
2/18/2025	70087TAC9	Park View Fcu Harrisonburg VA	CERTIFICATES OF DEPOSIT (USD)	248000	5.35	247948	248094	5.35	CU19541	N/A	N/A
3/7/2025	80280JXG1	Santander Bank NA	CERTIFICATES OF DEPOSIT (USD)	170000	5.15	169993	170105.7	4.3	29950	N/A	N/A
3/11/2025	59161YBH8	Metro Cr Un Chelsea MA	CERTIFICATES OF DEPOSIT (USD)	248000	5.65	247972.8	248337.8	4.68	CU66364	N/A	N/A
4/4/2025	749622BL9	Ria Fedl Credit Union	CERTIFICATES OF DEPOSIT (USD)	200000	5.65	199960	200435.1	4.58	CU17117	N/A	N/A
6/20/2025	06251FAE9	Bank Hapoalim B M New York	CERTIFICATES OF DEPOSIT (USD)	90000	5.35	90005.5	90311.17	4.31	33686	N/A	N/A
9/29/2025	92838DAD8	Visions Fedl Credit Union Endwell NY	CERTIFICATES OF DEPOSIT (USD)	105000	5.65	104957.5	105959.3	4.29	CU17429	N/A	N/A
10/27/2025	130162BB5	California Cr Un Glendale Cali	CERTIFICATES OF DEPOSIT (USD)	225000	5.65	224897.5	227314.8	4.22	CU60784	N/A	N/A
12/1/2026	713244ET4	Peoria Tazewell Etc Counties IL	MUNICIPAL BONDS (USD)	175000	5.18	175010	176807.8	4.55	N/A		AA+
TOTAL PORTFOLIO						2716061	2722682	4.51			

FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT

EXHIBIT C.1
February 18, 2025

C.1 Library Automation Equipment and Software – FE Technologies

RECOMMENDED **MOTION**: I move to authorize the Interim Director to purchase library automation equipment and software from FE-Technologies in an amount not to exceed \$65,000.

BACKGROUND INFORMATION:

FRVPLD is currently using equipment purchased in 2011 and 2012 from SirsiDynix at a value of \$271,204.00. The equipment is outdated, susceptible to breakdowns, vulnerable to cyber-attacks, unappealing, slow, occasionally creates more work for staff, expensive to maintain, and equipment occupies too much floor space. The IT Manager, with the AS Manager under the guidance of the Interim Director, have determined that replacing the equipment is the best possible solution to provide acceptable quality of service to our patrons as well as recovering the floor space all while reducing the costs of operations.

Proposals were sought from several vendors and the team also visited libraries where equipment was installed and demonstrated. The team recommends FE Technologies for the purchase of the following equipment:

Location	Product	Qty	Price	Extended Price	Delivery Unit Price	Extended Delivery
Randall Oaks	V6 Self Loan Station with moveable Pedestal	2	\$6,932.00	\$13,864.00	\$660.00	\$1,320.00
Randall Oaks	Check-In Bin	1	\$7,052.00	\$7,052.00	\$600.00	\$600.00
Randall Oaks	Desktop Sort Assistant Software	1	\$1,928.00	\$1,928.00		\$0.00
Dundee	V6 Self Loan Station with moveable Pedestal	3	\$6,932.00	\$20,796.00	\$660.00	\$1,980.00
Dundee	Check-In Bin	1	\$7,052.00	\$7,052.00	\$600.00	\$600.00
Dundee	Desktop Sort Assistant Software	1	\$1,928.00	\$1,928.00		\$0.00
	Installation	1	\$1,800.00	\$1,800.00		
	Removal & Disposal of Bibliotheca Equipment	1	\$3,000.00	\$3,000.00		
			Subtotal	\$57,420.00	Subtotal	\$4,500.00
Grand Total						\$61,920.00

This recommendation is based upon equipment costs coupled with features and expected annual costs. The proposed 2nd year maintenance and license cost estimated at \$5,073.00. Please note that Check-In Bin with Desktop Sort Assistant software replaces the Automated Material Handler system.