

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

**March 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**
- **Economic Interests Statement**

Director’s Report— Interim Director Heather Zabski

- **Harassment Training for Trustees**
- **Department Reports**
- **Dashboard**

A. Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from the February 18, 2025 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for February 2025**
- A.1.c Monthly Financial Report for February 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 February 2025**
- A.1.j Ehlers Investment Inventory for February 2025**

B. Unfinished Business – none

C. New Business

Exhibit C.1 Social Media Policy Update

Exhibit C.2 Appoint New Library Director

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 of the act.***

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

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 19, 2023

Adjournment

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

February:

February was a short but productive month. Throughout the month of February, I had several meetings with the executive director search committee as we interviewed finalists and decided whom to proceed with for in-person interviews.

I met with Matt Dabrowski, Community Development Director for Carpentersville, on February 3. The Village of Carpentersville is looking at making a TIF district for certain properties along Randall Road between Grandview (on the north end) and Huntley Road (on the south end). The properties in this area have significant site limitations including wetlands, depressional storage, and areas prone to chronic flooding that make the development of these parcels not economically feasible. Dabrowski informed that the village board would be voting on a service agreement with Johnson Research Group to do a TIF feasibility study at the next meeting. The service agreement was approved at the February 4 village meeting. It is still early in the potential development of this TIF, and I appreciate the village taking time to explain the TIF to each taxing body affected.

Account Services Manager Carroll, IT Manager Sabala and I traveled to Elia Area Public Library to see their recently installed self-check machines on February 10. These were the same models that the board approved our library purchasing at the February meeting. Overall, we were impressed with the self-checks, especially since they were considerably more affordable than the other models we were considering. We are working with Fe Technology to acquire the approved units and check-in bins.

Representatives from the library's architecture firm Engberg Anderson and 20/10 Engineering Group came for a site visit on February 14. Facilities Manager Lorenzetti and I had a meeting with the representatives to figure out the next steps and make decisions regarding the capital needs of the library building. I am happy to report we since have received Initial Plan Diagrams from Engberg Anderson. I am in the process of meeting with managers to get their feedback on these diagrams and will then follow up with Engberg Anderson.

Youth Services Manager Ji and I attended the D300 Leadership Council meeting on February 19. At the meeting, an architectural firm hired by D300 went over their plans to remodel several schools throughout the district to make improvements. After the presentation, attendees spoke briefly about what was happening at their location. I noted that our executive director search was underway and highlighted some of our bigger upcoming programs.

Budget season starts again in February. I created department worksheets for each manager to fill out during the month of March.

Goals for February:

1. Meeting: Village of Carpentersville TIF Meeting (2/3) **done**
2. Meeting: Pre-Agenda (2/6) **done**
3. Meeting: Weekly Rotary Meetings (2/5, 2/12, 2/19, 2/27) **done**
4. Meeting: Weekly Management Team Meeting (2/4, 2/11, 2/18, 2/26) **done**
5. Meeting: Architect and engineer site visit (2/14) – **done**
6. Meeting CCS Governing Board Strategic Planning Retreat (2/12) **postponed**
7. Meeting: D300 Leadership Council (2/19) **done**
8. Meeting: Paylocity Representative (2/26) **postponed**
9. Task: Payroll (2/3, 2/18) **done**
10. Task: Publish W2W (2/7, 2/24) **done**
11. Task: Prepare financial reports, department reports and monthly dashboard for Board packet (2/12) **done**
12. Task: Check run (2/18) **done**
13. Task: Start Salary Budget (asap) **In progress**
14. Task: Assist PR Manager with grant application (2/28) – **done**
15. Task: Create Department Head Budget Worksheets **done**

16. Task: Work with Director Search Committee **As needed**
17. Training: ILA Webinar: What Your Library Needs to Know about Immigrant Enforcement (2/6) **done**
18. Training: Social Media Best Practices for Library Trustees (2/7) **done**
19. Visit: Ela Library Sorter visit (2/10) – **done**

Goals for March:

1. Meeting: Pre-Agenda (3/6) **-done**
2. Meeting: Special Board Meeting (3/7, 3/8) **done**
3. Meeting: Weekly Rotary Meetings (3/5, 3/12, 3/19, 3/27)
4. Meeting: Weekly Management Team Meeting (3/4, 3/11, 3/18, 3/27)
5. Meeting: CCS Governing Board Meeting (3/12)
6. Meeting: Regular Board Meeting (3/17)
7. Meeting: All Staff Meeting (3/21)
8. Task: Payroll (3/3, 3/17, 3/31)
9. Task: Publish W2W (3/7, 3/21, 4/4)
10. Task: Prepare financial reports, department reports and monthly dashboard for Board packet (3/12)
11. Task: Update Social Media policy (3/12)
12. Task: Work with Director Search committee (as needed)
13. Task: Work on Salary Budget (asap)
14. Task: Work on updating cashflow analysis (asap)
15. Task: Finalize updating procedures for Emergency Response Manual (asap)
16. Task: Send Harassment Training slides to Trustees (3/31)
17. Task: Buy Paczki for Staff Appreciation event (3/4) **done**
18. Presentation: Library Happenings Behind the Scenes, Safety training (3/21)
19. Outreach: St. Patrick's Day Parade (3/15)

Fox River Valley Public Library District
February 2025 Department Reports

Randall Oaks: Brittany Berger

Despite the shorter month, nearly all stats rose in February compared to January. The recreation center continues to draw crowds into the library due to sporting events and preschool classes. Board games are still seeing a rise in popularity, with over 150 duos and families enjoying play time in the library. Much of the library was decorated for Valentine's Day, including the heart themed scavenger hunt which was completed by 344 kids. There were also 282 colorful hearts added to the interactive board. This month's voting station had 92 votes cast, with chocolates winning significantly over flowers. Staff also handed out 200 crafts!



There were 8 programs at Randall Oaks this month, and total attendance was 230. Librarian Rachel Dunne continued her Cozy Creations series, this time with tiny libraries designed within Altoid tins. Library Assistant Lisa Knapp's International Foodies series tackled Chocolate Around the World on February 19, during which patrons got to sample chocolates from across Europe, Asia, and Africa. Rachel and Lisa also teamed up to offer a Dance Party on February 10, and some of the kids in attendance matched the Disney theme with costumes which you can see below! Preschool age programs continue to be most in demand at Randall Oaks, so it's great that our programmers add some extra fun for that age group when there is a storytime break.



With much thanks to the PR department, the signage overhaul project at Randall Oaks is now complete! I finished installing the last of the Youth area signs in February, and I'm very happy with the results. The signs are very visible and cohesive and I have no doubt that they will improve wayfinding for patrons. The last round of signs arrived just in time for a new section to take form as well! Above you can see pictured the "Early Chapter Books" section that Rachel developed. These

titles are the perfect stepping stone for young patrons who are ready to move on from Levelled Readers but not quite ready for dense middle grade books. The early chapter books are shelved just around the corner from levelled readers and are marked with purple tape (whereas levelled readers come in four stages: red, yellow, green, blue).



Adult and Teen Services: Sam Bunte

February started off with the beginning of our new ESL classes taught by an instructor from the YWCA. The class has had steady attendance, with those signed up committed to completing the whole course. People from in and outside of our district who originate from many different countries are attending, and I gave a tour of the library a few weeks into their learning to teach them all about the myriad of services and collections we offer. The idea of checking out a guitar or craft kits was brand new to them and they couldn't have been more excited!

To celebrate Black History Month, Library Assistant Kayla Lawrence created a take home kit for patrons to create their own bookmark while also learning about the history of black hair. Crafting and education in one! Every take home kit put together was claimed and taken home by patrons.



Library Assistant Stephanie Carreno hosted a program called Rosas Eternas, which is a popular craft within the Latino community where attendees got to make permanent bouquets made out of ribbons.



In the same Valentine's vein, Library Assistant Jasmin Munoz created a waterfall card kit for patrons to make at home. It was part of an entire display centered around love notes and letters, giving patrons the opportunity to recreate what they were reading.



Library Assistants Gene Barish and Dian Martinez hosted a Land of Lincoln trivia at Black and Gray. In honor of Lincoln's birthday, the questions focused on Lincoln himself, Illinois, and local history from the towns in our district. Gene 3D printed Lincoln busts as door prizes for all attendees.



Library Assistant Stephanie Carreno and I worked with Representative Suzanne Ness and Representative Anna Moeller's offices, as well as Centro de Información, to host a Know Your Rights program, with the goal of educating people about the legal rights afforded to every person regardless of immigration or citizenship status. We had a representative from the Migrant Council on hand at the presentation, as well. A lot of important and helpful information was shared, and we always love the opportunity to foster more ties with our representatives and local organizations. We are all striving to help as many in our communities as we can and pooling our resources is beneficial to all.

A patron interaction of particular note this month was when Teen Librarian Danielle Pacini had a one-on-one with a patron using our Silhouette to cut twenty stencils onto sticker paper. The patron was so pleased with the outcome and happy the library was able to provide this service. She told Danielle, "Thank goodness for the library, on Etsy a custom stencil costs \$30—each!"

Furthering that example of service, Librarian Marisol Bribiescas assisted a student from a college in Ohio. She was able to consult our reference materials for him and provide information, and then also able to direct him to his school's resources that he was unfamiliar with as another way of getting more materials. It showcases how amazing our staff are and how important our resources are that we are able to help people from any part of the country.

Account Services: Keri Carroll

Average visits for both locations remained relatively consistent from previous Februarys with overall circulation numbers dipping slightly due to fewer open hours. (No Leap Day!) Home deliveries have stayed steady the past couple years at this point, though license plate renewals decreased marginally from numbers this time last year. Anecdotally, it appears that more libraries and businesses are offering renewal services (most notably First American Bank in downtown West Dundee), potentially impacting our numbers, though winter visits were always lower than spring and summer.

The biggest news regarding Account Services was the purchase of new self-checkouts and check-in bin to replace our outdated tech at both locations. The board approved this purchase at the February Board Meeting, for which I'm incredibly grateful. I hope that patrons appreciate more customer-friendly self-checks and that staff appreciate the space a smaller check-in bin will afford them.

On Thursday, February 27, I attended the CCS Interlibrary Loan Technical Group meeting, the penultimate one for the fiscal year. As the vice chair, I will assume the mantle of chair in the fall, an officer position I've yet to hold for this group. Discussion topics included Find More Illinois and the imposing ILLINET report, the latter which I completed this month as well.

The Summer Reading Committee met regularly throughout February and finalized a number of items for this year's challenge, including kickoff picnic location, overall theme, prizes, and more. I'm thankful to be part of this committee as the meat of it is orchestrated by the programming staff with PR and IT completing the "behind-the-scenes" duties.

Youth Services: Heather Ji

The Youth Services department was sharing the love this month with Valentine's Day programs for all ages, a Black History Month take home kit, an opportunity to meet and read to a dog from Hoof Woof & Meow Animal Rescue, and outreach events at Carpentersville Middle School and several preschools in our area.



Tweens celebrated twice this month with a Swiftie event and a Galentine's Day party. Lizbeth Hernandez and Jessica Nelson invited tween patrons to design their own Taylor Swift-themed candles and Valentine's Day cards, while Amairani Lopez and Jessica provided an opportunity for tweens to celebrate Valentine's Day with their besties while making lip gloss, lip gloss charms, and body scrub.



Danielle Bartelt's LEGO club, Lizbeth's Pixel Art: Kids' Edition and Foodie Kids also had Valentine's Day themes while Amairani's Northern Lights Art Program showed kids how to portray the beauty of the Northern Lights using soft pastels. These programs are great opportunities for elementary school-aged kids to express their creativity and meet new friends.



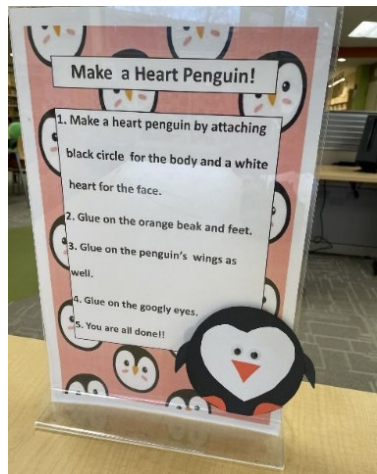
Preschoolers worked on their fine motor, large motor, and social skills at Erin Sikorski's Valentine's Day Party, where they used pipettes to squeeze watercolors onto paper towel hearts and played heart matching and movement games, and at Danielle Bartelt's Music and Movement program, where they danced and explored musical instruments.



Our youngest patrons enjoyed stories and songs at Danielle's Hello Baby! storytime, played with friends at her Baby Playdate, and made Strawberry Hearts at Lizbeth's Little Artist program.



Activities this month for kids and families spending time in the department included a heart penguin craft created by Vijaya Seelam, hearts to color and display on our reference desk, a scavenger hunt created by Erin, Amairani's monthly Little Scientist take home kits, and 100 Black History Month kits full of crafts, activities, and reading suggestions. Vijaya, Heather Manthey, Erin, and Jessica decorated the department and made book displays for Valentine's Day and Black History Month.



Erin and Amairani were out in the community providing storytimes at Park District locations, Brightpoint Child and Family Center, and Luna Park Daycare Center. Staff also attended Carpentersville Middle School's annual Read Aloud Day, providing 100 books for kids to browse. Hoof Woof & Meow, one of our favorite community organizations, returned to the library for a dog adoption event hosted by Lizbeth and Jessica. We had 73 people come, kids took turns reading to the adoptable dogs, and hopefully our furry friends found their forever homes. I attended the Illinois Youth Services Institute Conference in Bloomington-Normal as a member of the LACONI Youth Services Section and went to useful sessions on collaborating with schools, providing unique storytimes, and designing services for children with sensory issues.



Facilities: Michael Lorenzetti

Roof Update – During the most recent rainfall the roof did leak. This occurred in two areas on the main floor to the left of the information desk and further towards the computer area. DCG Roofing was onsite and identified the locations on the roof.



Ceiling area damaged by leak



Spilt seams identified by DCG Roofing

The following pictures are after the repairs (patchwork) have been completed and are typical for each leak area.



In a previous report a water spot was discovered on the lower-level north side of the building. The snow cover prevented a visual inspection but after the recent precipitation a possible cause was found. Water is pooling and it is possible that the drainpipe is cracked or there is a foundation issue.



Floor leak identified in Youth Services area



Potential source of leak

On 2/11, carpet repair was done in C68 due to a seam coming apart.

On 2/14, Heather Z. and I met with the architects (Engberg Anderson) and an engineering consultant (Jeff Chamberlin 2010 Engineering Group). This meeting was to review and analyze the report done by RTM in 2020 and conduct a site visit..

Carpet/Painting – On 2/17 while the library is closed, facilities was on hand to do carpet cleaning and painting.

On 2/17, Elgin Sheet Metal was onsite to replace a heat exchanger on one of the roof top units.

Elevator – On a positive note, KONE, our elevator service company was not onsite for February.

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

Savings : over \$1,700 in February with over \$1,200 of that because of vendor discounts when replacing a number of wireless access points. Around \$200 were saved after making vendor price comparisons for our Randall Oaks puppet theatre and lite table.

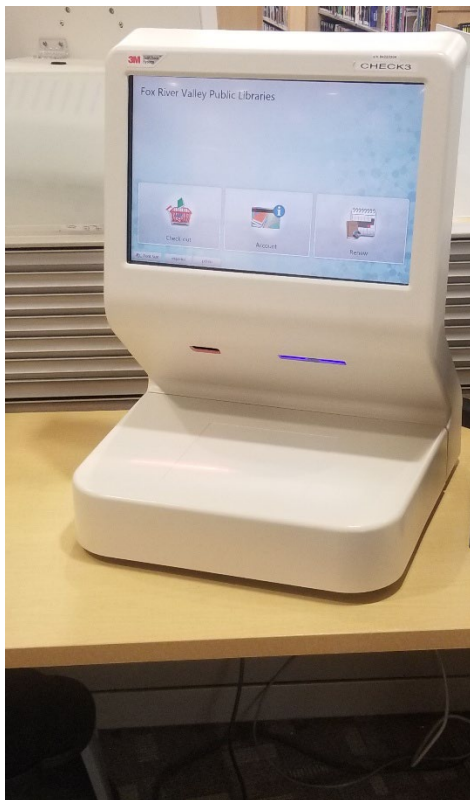
Merging of consortium bibliographic records: I'm continuing to assist CCS with the deduplication process. This past month I compared over 700 records and merged most item records from our newer libraries (Mt. Prospect and Waukegan) to be on a current ILS record. Since November I believe I've done almost 4,200!! This work helps to lessen the confusion in our catalog for users so they don't see as many duplicate records when they are browsing our system or trying to place holds.

IT/ Network: John Sabala

FE Technologies – Self Loan Station and Check in Bin

The library is pleased to announce that the Library Board of Trustees has approved the purchase of five new Self-Check stations and two Check-In Bins. These Self-Check stations will replace the outdated Bibliotheca self-check equipment at both library branches. FE Technologies, a trusted provider of library technology solutions since 2007, has been selected as the vendor. The new stations will be housed in an elegant, ergonomic, and accessible fixture, offering a more reliable, faster, and improved checkout experience.

Bibliotheca Self-Check (old)



FE Technologies Self Loan Station (new)



Additionally, the Automated Material Handler (AMH) systems at both libraries will be dismantled and replaced with space-saving Check-In Bins. The existing Bibliotheca AMH, which has been in operation for over a decade, has no available upgrade path and experiences frequent breakdowns. The new Check-In Bins will provide faster check-ins and free up approximately 120 square feet of usable workspace.

We anticipate having these new systems installed and operational at both library branches by June 2025.

Public Relations and Outreach: Corinne Vargas

Spring has arrived at the Library, and the Seed Library officially opened to the public on March 1! The PR team introduced several new resources, including a dedicated webpage at www.frvpld.info/seed-library. Additionally, PR designed new informational rack cards and three garden inspiration recipe cards featuring pickling, pizza, and salsa gardens. A huge thank you to our graphic designer, Dan Mitchell, for creating the new print materials—they turned out fantastic!

PIZZA Garden		SALSA Garden		PICKLING Garden	
RECOMMENDED SEEDS	PIZZA SAUCE WITH FRESH TOMATOES INGREDIENTS	RECOMMENDED SEEDS	INGREDIENTS	RECOMMENDED SEEDS	INGREDIENTS
<ul style="list-style-type: none">• Basil• Garlic• Onion• Oregano• Tomatoes	<ul style="list-style-type: none">• 8 large tomatoes, cored• 1 small sweet onion, chopped• 1 clove garlic, chopped• 2 tablespoons dried oregano• 4 leaves chopped fresh basil• ½ teaspoon salt• freshly ground black pepper to taste	<ul style="list-style-type: none">• Cilantro• Garlic• Jalapeno• Onion• Tomatoes	<ul style="list-style-type: none">• 5 Roma tomatoes - seeds and core removed, then diced• ½ yellow onion - diced• 1 jalapeno - seeded and finely chopped• 3 cloves garlic - minced• ¼ cup chopped fresh cilantro• 1 lime - juiced• ½ teaspoon salt	<ul style="list-style-type: none">• Cucumbers• Dill• Garlic• Peppers (Hot or Mild)• Onions• Oregano• Rosemary• Thyme	<ul style="list-style-type: none">• 3 cups vinegar distilled white vinegar or white wine vinegar will work• 2 ¼ cup cold water• 2 ½ tablespoons kosher salt• 3 tablespoon mustard seed• 3 tablespoons coriander seed• 3 tablespoons peppercorn• 2 bay leaves• 1 ¼ lb Persian cucumbers or English cucumbers sliced into 1/2-inch rounds• 4 green onions trimmed and chopped (both white and green parts)• 3 Jalapeno peppers sliced into rounds (remove seeds for less heat)• 6 garlic cloves minced• Few sprigs of fresh dill to your liking


Fox River Valley Libraries
Dundee Library • Randall Oaks Library

Explore hundreds of varieties, including flowers, herbs, vegetables, fruits, and native plants.

Pick up recipe cards paired with matching seeds to grow your own pizza, salsa, or pickling garden!

Gardening Tool Kits are available for checkout from our Library of Things! Each kit includes essential tools such as a seed planting trowel, weed puller, bypass pruning shears, hand shovel, hand rake, and hand spade. Kits can be borrowed for three weeks to help you tackle your gardening projects.

Follow the Library all year long for seasonal programs and events at www.frvpld.info.



The PR manager submitted a grant application for the State of Illinois Digital Equity Capacity Grant Program (IDEC). This program aims to equip individuals and communities across Illinois with the skills, technology, and resources needed to fully participate in the digital economy. Wave 1 Grant applications were due on March 3 for early consideration. Funding announcements and distribution will begin in the summer of 2025 for a three-year performance period.

The Library proudly showcased its St. Patrick's spirit by participating in the Thom McNamee Memorial St. Patrick's Day Parade in East Dundee on March 15. A huge thank you to all the volunteers who represented the Library at the event!

Social Media Report

February 2025



Fox River Valley Libraries

Dundee Library • Randall Oaks Library

Social Media Followers

Facebook	▲	3,011	Jan. 2,993
Instagram	▲	914	Jan. 906
X/Twitter	▼	745	Jan. 751
LinkedIn	▲	124	Jan. 122
YouTube	▲	213	Jan. 212
TikTok	▲	257	Jan. 242
Blue Sky		28	

Website Analytics – February 1-28

Community Views – 45,206

Overall website views – 74,786

Top 6 Page Views

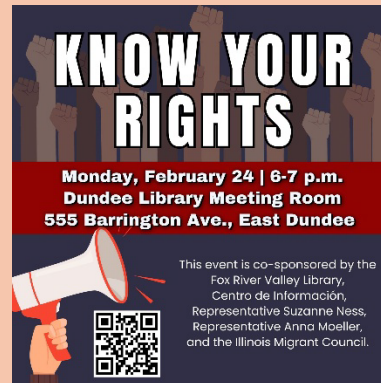
1. Homepage – 45,206
2. Monthly Calendar – 4,055
3. Upcoming Events – 3,087
4. Online Resources – 1,055
5. Randall Oaks - 589
6. Library Cards - 307

eNewsletter – via LibraryAware

for February

- Total Users – 74,441
- 2 emails sent in February
- Mobile 2.06% | Desktop 97.94%
- 42% open rate
- 1,462 click-throughs

Top 3 Facebook posts for February

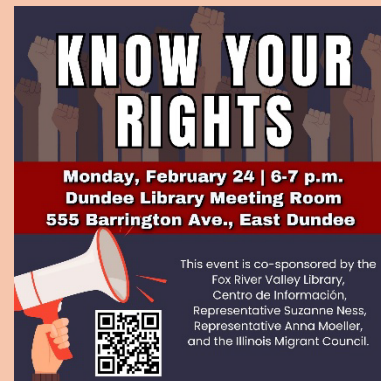


Posted on 2/18

Reactions
28

Views
7,124

Interactions
67



Posted on 2/24

Reactions
2

Views
1,846

Interactions
7



Reactions
1

Views
877

Interactions
1

How are we doing?

The monthly Dashboard tells our story

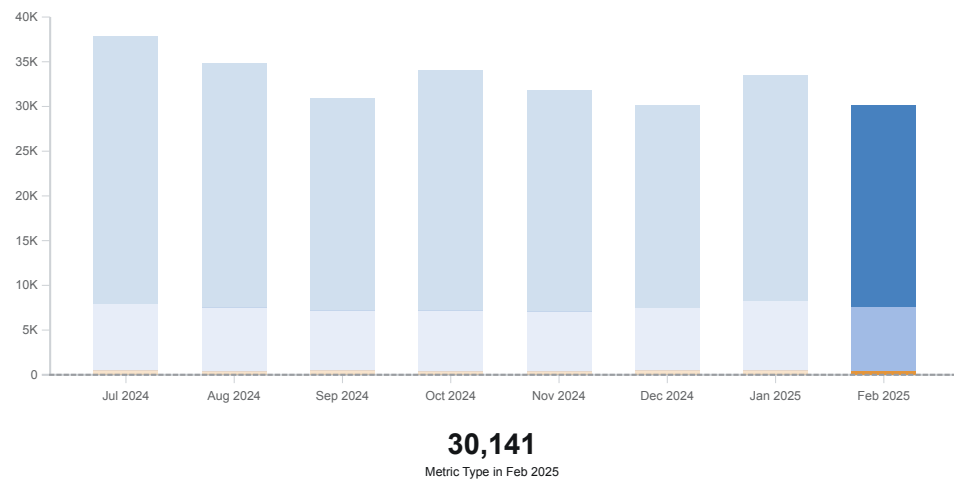
Click the graphs to see more details

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 Mar 07, 2025, 6:44 PM

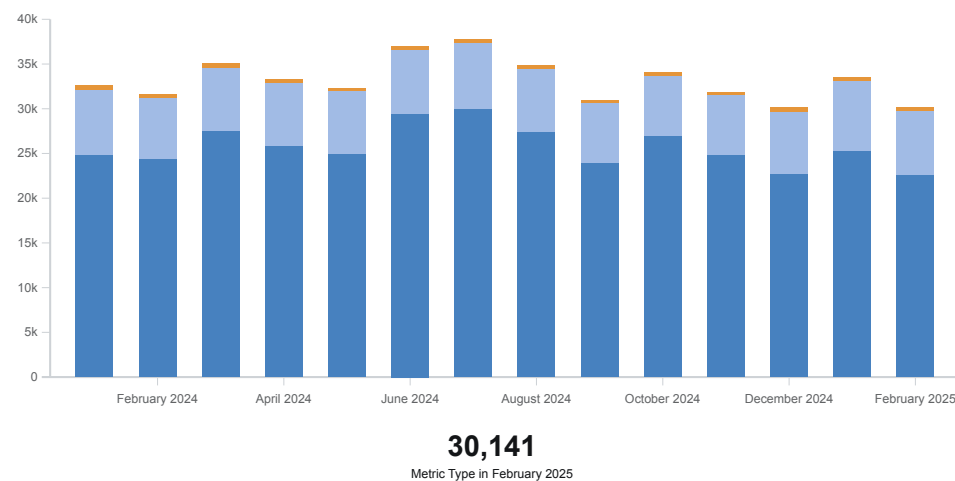


Checkouts - 13 Month Trends

Checkouts over the last year

Circulation decreased slightly from last February.

Data Updated Mar 07, 2025, 6:44 PM

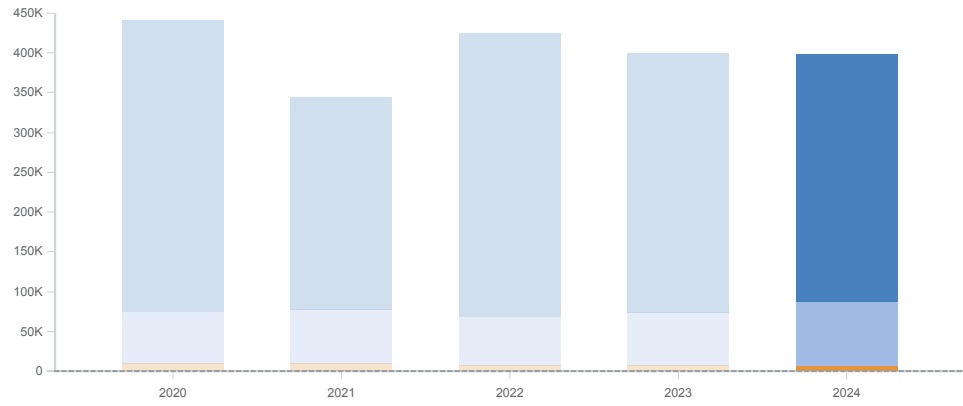


Checkout Trend

Checkouts Over Time

Physical circulations decreased in FY2324 while digital circulations increased.

Data Updated Mar 07, 2025, 6:44 PM



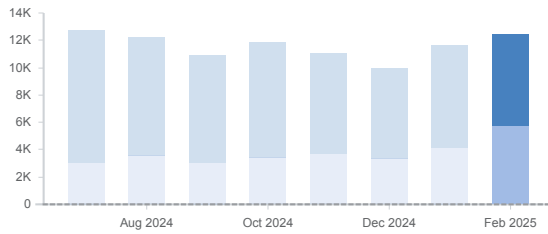
399,191

Metric Type in 2024

Library Visits - This Fiscal Year

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

Randall Oaks visits have increased greatly this winter.

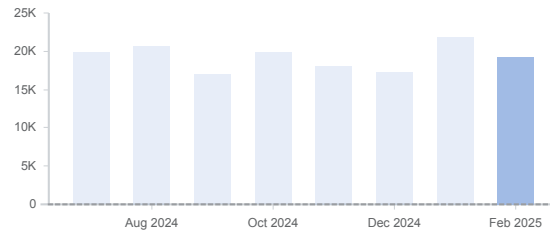


12,500

Location in Feb 2025

Website Visits - This Fiscal Year

How many people visited our library online in FY2425?

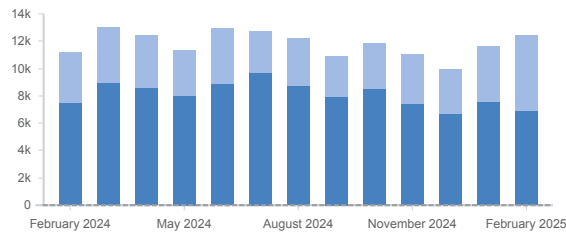


19,330

Location in Feb 2025

Library Visits - Past 13 Months

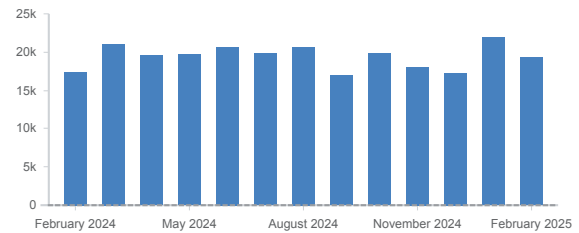
Library visits increased overall from last February.



12,500

Location in February 2025

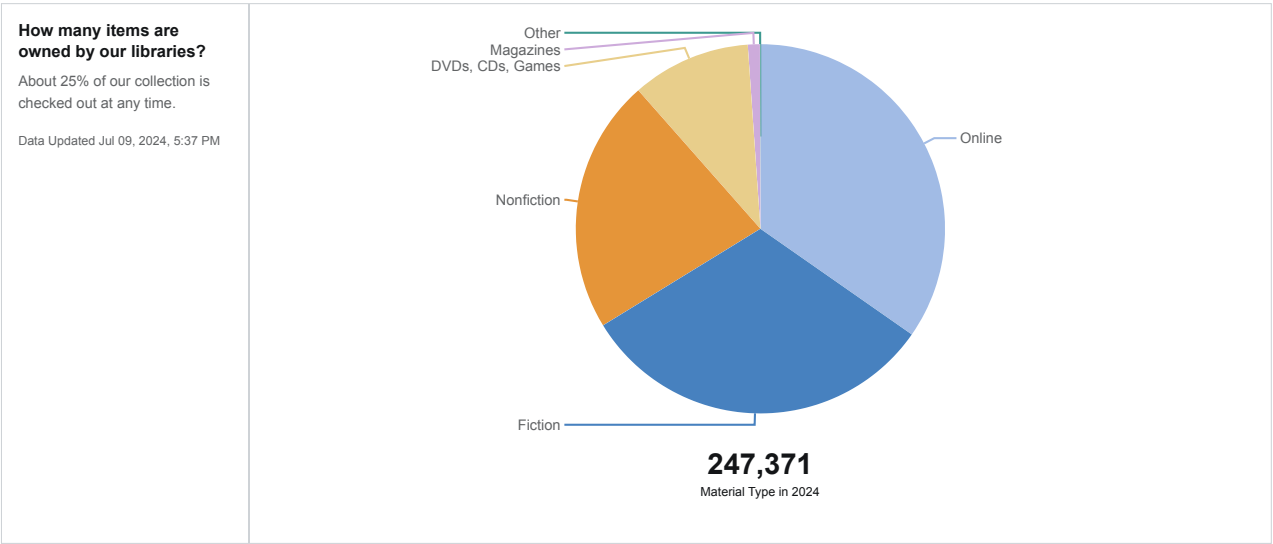
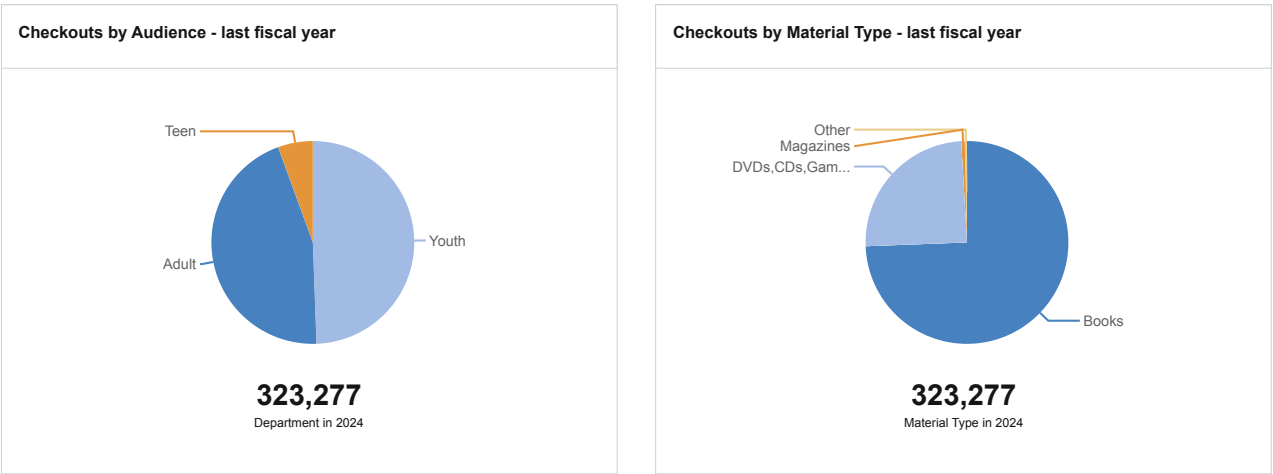
Website Visits - Past 13 Months



19,330

Location in February 2025

Physical item checkouts

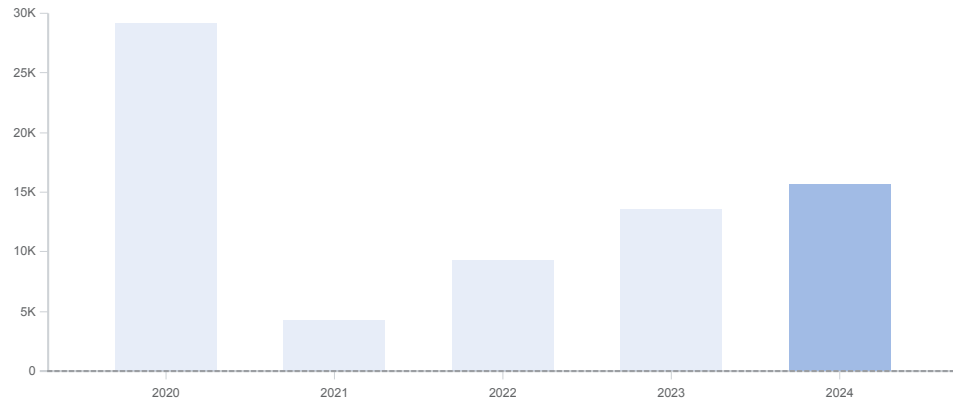


Program Attendance Trend

Program Attendance Trend

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

Data Updated Mar 07, 2025, 6:44 PM

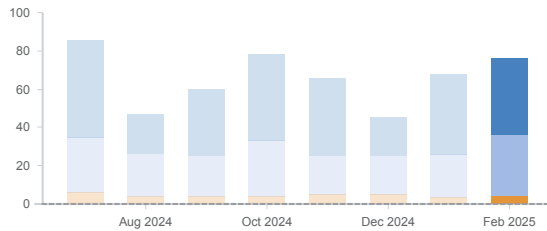


15,587

Metric Type in 2024

How many programs have been held so far this FY?

We hosted more programs in February than we did in January.

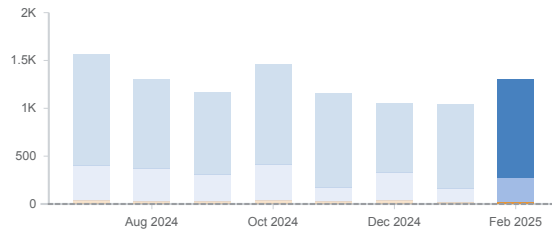


76

Metric Type in Feb 2025

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

Program attendance increased in February.

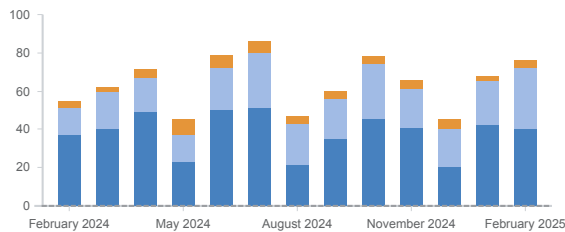


1,303

Metric Type in Feb 2025

Library Programs Held- Past 13 Months

We hosted more programs than last February.

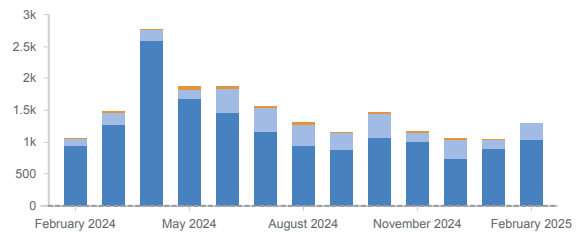


76

Metric Type in February 2025

Library Program Attendance - Past 13 Months

We saw an increase in program attendance from last February.



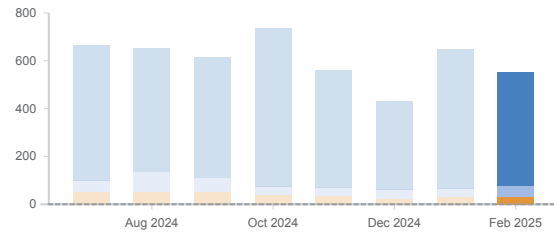
1,303

Metric Type in February 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

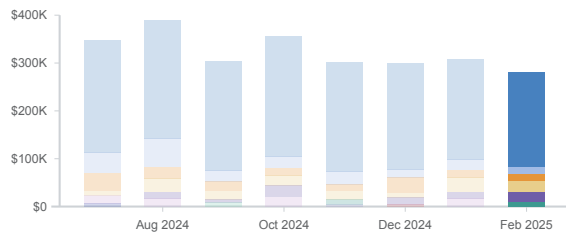


554

Metric Type in Feb 2025

Monthly Spending- this year

How much does the Library spend each month this FY?



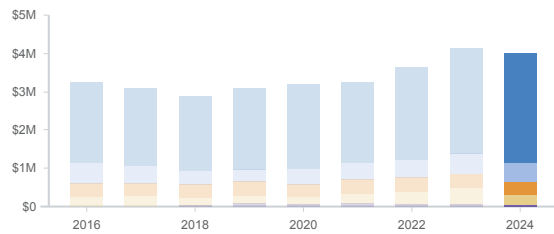
\$281,091.06

Expenses in Feb 2025

Past years' spending

How much does the Library spend each year?

Expenses decreased slightly from FY2223.



\$4,002,927.57

Expenses in 2024



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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 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 February 18, 2025 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for February 2025**
- A.1.c Monthly Financial Report for February 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 February 2025**
- A.1.j Ehlers Investment Inventory for February 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
February 18, 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
	Treasurer	Tara Finn
	Trustee	Matt Goyke - <i>Virtual</i>
	Trustee	Dan Wisniewski

Members absent: None

Others present: Interim Director Heather Zabski, Deanna Roy, Michael Lorenzetti, Brittany Berger, Keri Carroll, John Sabala, Karin Nelson, Sam Bunte, Corinne Vargas, Heather Ji, Melissa Iwinski, Tami Olszewski, Ehlers, Inc. (Virtual)

Public Comment

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

President's Report

Weber provided an update on Stacks Consulting Group and the hiring process. The first round of interviews for the Executive Director search is complete. Weber stated the Director search committee would meet soon to prepare for the next round of interviews. Weber also asked trustees to submit any questions for the Director search interviews to her by the end of the week.

Director's Report

Department Reports and Dashboard

Tami, from Ehlers's Investments discussed the library's investments portfolio and future investment strategies. Youth Services manager Heather Ji gave a presentation about the Winter Reading Challenge, showing statistics from last year to the current year. Interim Director Zabski commented on the Department Reports and the Transparency Dashboard Reports and asked if anyone had any comments. There were no comments.

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

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

Unfinished Business

None

New Business

C.1 Exhibit C.1 Purchase of Library Automation Equipment and Software from FE-Technologies

Weber called for a motion ***AUTHORIZE THE INTERIM DIRECTOR TO PURCHASE LIBRARY AUTOMATION EQUIPMENT AND SOFTWARE FROM FE-TECHNOLOGIES IN AN AMOUNT NOT TO EXCEED \$65,000.*** Moved by Wisniewski and seconded by Lauer, item opened for discussion.

IT manager John Sabala gave a presentation about the new self-checkouts and check-in bins and their functions.

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

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 7:53 P.M.

Christine L. Evans, Secretary

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 2/1/2025 Through 2/28/2025

Vendor Name	Check Number	Effective Date	Check Amount
Groot, Inc	13900554T107	2/18/2025	130.82
Cardmember Service	45249	2/10/2025	(4,444.78)
Accurate Office Supply Co.	45255	2/18/2025	208.78
Ziegler's Ace Hardware	45256	2/18/2025	111.95
Alliance Entertainment	45257	2/18/2025	413.39
AT&T	45258	2/18/2025	209.40
AT & T Mobility	45259	2/18/2025	112.76
Blackstone Publishing	45260	2/18/2025	88.03
Brown Industries, Inc	45261	2/18/2025	32.05
CDS Office Technologies	45262	2/18/2025	593.21
ComEd	45263	2/18/2025	3,052.50
Demco, Inc.	45264	2/18/2025	2,701.51
Edgar Huerta	45265	2/18/2025	100.00
Eich's Sports	45266	2/18/2025	1,992.31
Engberg Anderson, Inc	45267	2/18/2025	2,911.80
Fox Valley Fire and Safety	45268	2/18/2025	495.00
Clarence Goodman	45269	2/18/2025	360.00
GovConnection, Inc	45270	2/18/2025	3,838.46
Hagg Press	45271	2/18/2025	9,571.54
INGRAM Library Services	45274	2/18/2025	8,057.41
KONE, INC	45275	2/18/2025	884.14
Ma Guadalupe Maldonado Perez	45276	2/18/2025	200.00
Midwest Tape Exchange, Inc.	45277	2/18/2025	1,420.32
Nicor Gas	45278	2/18/2025	804.38
PETERS Electric & Technology, Inc.	45279	2/18/2025	308.00
Signarama	45280	2/18/2025	563.03
SWAN	45281	2/18/2025	16.14
Vega Building Maintenance	45282	2/18/2025	2,440.39
Village of East Dundee	45283	2/18/2025	452.76
Wellness Insurance Network	45284	2/18/2025	18,502.68
Winter Services, LLC	45285	2/18/2025	4,545.45
AMAZON	Amazon ACH 02/2...	2/26/2025	1,528.99
Illinois Municipal Retirement	DD02/05/2025-IM...	2/5/2025	16,397.45
Paylocity Payroll	DD02/2025 Paylo...	2/7/2025	296.56
Paylocity Payroll	DD02/2025 Paylo...	2/21/2025	1,336.14
ePay	Epay and INB Fee...	2/1/2025	117.57
Office of the Secretary of State of Illinois	February LP Withd...	2/28/2025	3,120.00
Office of the Secretary of State of Illinois	LP Withdrawal Jan...	2/1/2025	604.00
Office of the Secretary of State of Illinois	SSLT Fee Jan In F...	2/1/2025	48.00
Cardmember Service	STMT20250106VI...	2/10/2025	4,444.78
Cardmember Service	STMT20250205VI...	2/27/2025	5,610.89
Comcast	STMT202502Com...	2/24/2025	907.81
Comcast	STMT202502DL-C...	2/25/2025	311.23
Comcast	STMT202502RO-C...	2/25/2025	198.04
Total 10100 - BANK ACCOUNTS			95,594.89
Report Total			95,594.89

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2025 Through 2/28/2025

		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	40.00	46,430.41	54.62%	85,000.00	38,569.59	45.37%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	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	16,965.79	169,012.06	135.20%	125,000.00	(44,012.06)	(35.20)%
44011	MARKET VALUE ADJUSTMENT	825.66	637.70	127.54%	500.00	(137.70)	(27.54)%
45010	PER CAPITA GRANT	0.00	106,222.05	101.16%	105,000.00	(1,222.05)	(1.16)%
45020	OTHER GRANTS	1,435.97	4,807.91	48.07%	10,000.00	5,192.09	51.92%
46030	LOST & DAMAGED	571.88	3,676.94	105.05%	3,500.00	(176.94)	(5.05)%
46200	PRINT/COPY REVENUE	636.80	5,142.99	85.71%	6,000.00	857.01	14.28%
46250	LICENSE PLATE RENEWAL INCOME	4,929.50	48,458.50	74.55%	65,000.00	16,541.50	25.44%
46400	MISCELLANEOUS INCOME	0.00	0.00	0.00%	500.00	500.00	100.00%
46500	CASH OVER	0.02	5.90	5.90%	100.00	94.10	94.10%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	752.00	62.66%	1,200.00	448.00	37.33%
49010	MONETARY GIFT	20.00	20.00	0.20%	10,000.00	9,980.00	99.80%
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)	29.75	272.95	90.98%	300.00	27.05	9.01%
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	25,549.37	4,645,372.93	99.90%	4,650,250.00	4,877.07	0.10%
	Total Revenues	25,549.37	4,645,372.93	99.90%	4,650,250.00	4,877.07	0.10%
	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 2/1/2025 Through 2/28/2025

		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	16,526.66	129,831.68	51.93%	250,000.00	120,168.32	48.06%
52121	IMRF	9,941.00	92,120.66	58.67%	157,000.00	64,879.34	41.32%
52122	REIMBURSED INS	94.00	752.00	62.66%	1,200.00	448.00	37.33%
52160	TUITION REIMB	0.00	0.00	0.00%	8,000.00	8,000.00	100.00%
52212	FICA/MEDICARE/SS-R	12,138.77	110,640.22	56.73%	195,000.00	84,359.78	43.26%
05	ADMINISTRATION						
52100	SALARIES	15,793.07	239,946.00	47.61%	503,884.50	263,938.50	52.38%
40	PUBLIC RELATIONS						
52100	SALARIES	11,823.82	97,019.64	55.82%	173,796.00	76,776.36	44.17%
50	IT / NETWORK						
52100	SALARIES	10,096.27	86,912.49	66.08%	131,521.95	44,609.46	33.91%
60	PATS						
52100	SALARIES	8,795.13	85,257.53	57.68%	147,795.60	62,538.07	42.31%
90	FACILITIES						
52100	SALARIES	8,679.04	77,564.71	63.49%	122,151.75	44,587.04	36.50%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	35,778.64	310,289.79	64.06%	484,299.19	174,009.40	35.93%
20	YOUTH SERVICES						
52100	SALARIES	25,731.04	209,445.59	60.58%	345,704.52	136,258.93	39.41%
70	ACCOUNT SERVICES						
52100	SALARIES	25,860.52	222,367.90	65.62%	338,832.78	116,464.88	34.37%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	17,993.21	157,409.52	65.24%	241,244.85	83,835.33	34.75%
	Total PERSONNEL SERVICES/BENEFITS	199,251.17	1,819,557.73	58.69%	3,100,431.14	1,280,873.41	41.31%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	511.14	3,554.77	35.54%	10,000.00	6,445.23	64.45%
61500	DATABASES	0.00	39,621.69	91.24%	43,422.00	3,800.31	8.75%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2025 Through 2/28/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining	
	61510	EBOOKS	423.97	31,176.00	61.43%	50,750.00	19,574.00	38.56%
	61520	DOWNLOADABLE MEDIA	3,050.47	33,842.84	62.01%	54,575.00	20,732.16	37.98%
	61540	HOTSPOTS	0.00	8,160.00	80.95%	10,080.00	1,920.00	19.04%
	64100	PROC FEES BOOKS	315.81	2,951.37	53.66%	5,500.00	2,548.63	46.33%
	64200	PROC FEES AV	287.52	4,192.40	59.89%	7,000.00	2,807.60	40.10%
	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	2,074.44	20,261.61	64.32%	31,500.04	11,238.43	35.67%
	61111	BOOKS LARGE TYPE	270.95	4,013.22	89.18%	4,500.00	486.78	10.81%
	61120	BOOKS NF	591.32	5,564.26	46.36%	12,000.00	6,435.74	53.63%
	61130	BOOKS SPANISH	0.00	0.00	0.00%	3,500.00	3,500.00	100.00%
	61140	GRAPHIC NOVELS	231.02	2,352.58	58.81%	4,000.00	1,647.42	41.18%
	61330	AUDIOBOOKS	88.03	2,825.42	40.36%	7,000.00	4,174.58	59.63%
	61350	MUSIC	143.60	1,448.53	48.28%	3,000.00	1,551.47	51.71%
	61400	DVD	826.18	11,276.07	90.20%	12,500.00	1,223.93	9.79%
	61600	VIDEOGAMES	413.39	5,611.28	43.16%	13,000.00	7,388.72	56.83%
	61700	NONTRADITIONAL MATERIALS	121.13	524.15	13.10%	4,000.00	3,475.85	86.89%
15		TEEN						
	61100	BOOKS	471.62	4,471.44	55.89%	8,000.00	3,528.56	44.10%
	61130	BOOKS SPANISH	319.00	1,688.55	84.42%	2,000.00	311.45	15.57%
	61330	AUDIOBOOKS	0.00	0.00	0.00%	500.00	500.00	100.00%
20		YOUTH SERVICES						
	61100	BOOKS	1,874.03	18,489.52	46.22%	39,999.96	21,510.44	53.77%
	61130	BOOKS SPANISH	8.98	933.37	11.66%	8,000.04	7,066.67	88.33%
	61330	AUDIOBOOKS	0.00	52.99	3.53%	1,500.00	1,447.01	96.46%
	61400	DVD	83.20	1,941.69	64.72%	3,000.00	1,058.31	35.27%
	61600	VIDEOGAMES	0.00	506.06	12.34%	4,100.00	3,593.94	87.65%
	61700	NONTRADITIONAL MATERIALS	32.48	626.22	17.89%	3,500.04	2,873.82	82.10%
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						

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2025 Through 2/28/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
	61110	BOOKS FICTION	655.96	69.84%	10,000.00	3,015.40	30.15%
	61120	BOOKS NF	219.37	85.24%	2,500.00	368.91	14.75%
	61400	DVD	413.09	75.85%	5,000.00	1,207.30	24.14%
	61600	VIDEOGAMES	0.00	24.27%	5,000.00	3,786.44	75.72%
15	TEEN						
	61100	BOOKS	115.88	57.19%	2,500.00	1,070.11	42.80%
20	YOUTH SERVICES						
	61100	BOOKS	1,085.23	49.52%	14,000.04	7,066.40	50.47%
	61130	BOOKS SPANISH	0.00	0.00%	1,500.00	1,500.00	100.00%
	61400	DVD	29.98	68.86%	1,500.00	466.96	31.13%
	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	14,657.79	235,422.17	58.96%	399,305.12	163,882.95	41.04%
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	0.00	16.53%	10,000.00	8,346.49	83.46%
	52130	STAFF DEVELOPMENT	2,024.36	84.82%	4,000.00	607.08	15.17%
	52170	ALLSTAFF SPEAKER	0.00	0.00%	3,000.00	3,000.00	100.00%
	70800	POSTAGE	426.65	50.60%	3,500.00	1,728.84	49.39%
	70900	SUPPLIES	190.91	38.21%	13,000.00	8,032.61	61.78%
	73215	COPIER/PRINT EXPENSE	593.21	55.15%	8,800.00	3,946.22	44.84%
	73225	PUBLIC LIABILITY INS	0.00	81.80%	56,000.00	10,191.09	18.19%
	73240	BOARD EXPENSES	0.00	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	0.00	34.17%	3,500.00	2,304.00	65.82%
	73245	BACKGROUND CHECK FEES	0.00	39.00%	100.00	61.00	61.00%
	73250	BANK CHARGES	106.91	68.35%	1,500.00	474.63	31.64%
	73255	INVESTMENT FEES	577.09	51.05%	8,000.00	3,915.79	48.94%
	73260	LOST & PAID FORWARDING	16.14	13.37%	500.00	433.15	86.63%
	73280	COST OF ITEMS SOLD	0.00	16.19%	300.00	251.41	83.80%
	73281	TAX EXPENSE	0.00	85.99%	100.00	14.01	14.01%
	73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	4,697.00	71.91%	64,000.00	17,975.00	28.08%
	73283	LICENSE PLATE S&SLT FEES	45.00	67.28%	700.00	229.00	32.71%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2025 Through 2/28/2025

		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	0.10	5.19	2.07%	250.00	244.81	97.92%
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	210.00	519.00	11.53%	4,500.00	3,981.00	88.46%
10	ADULT & TEEN SERVICES						
52140	PROFESSIONAL EDUCATION	0.00	813.70	16.27%	5,000.00	4,186.30	83.72%
70900	SUPPLIES	72.45	884.02	44.20%	2,000.00	1,115.98	55.79%
73242	MEMBERSHIPS	0.00	822.00	82.36%	998.00	176.00	17.63%
20	YOUTH SERVICES						
52140	PROFESSIONAL EDUCATION	163.76	3,400.16	97.14%	3,500.00	99.84	2.85%
73242	MEMBERSHIPS	0.00	395.00	87.77%	450.00	55.00	12.22%
30	PUBLIC SERVICE						
70900	SUPPLIES	81.96	1,636.26	36.97%	4,425.00	2,788.74	63.02%
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	0.00	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	610.11	4,160.83	32.00%	13,000.00	8,839.17	67.99%
1	Dundee Library						
00	DEPARTMENT-WIDE						

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2025 Through 2/28/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
73520	PLANT OPERATION	111.95	1,390.11	12.93%	10,750.00	9,359.89	87.06%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73505	RENT EXPENSE	5,407.50	43,260.00	66.55%	65,000.00	21,740.00	33.44%
	Total LIBRARY OPERATIONS	15,335.10	181,802.52	55.28%	328,887.86	147,085.34	44.72%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	114.40	4,052.84	40.52%	10,000.00	5,947.16	59.47%
73010	NEWSLETTER	9,571.54	28,604.18	71.51%	40,000.00	11,395.82	28.48%
73020	OUTSIDE PRINTING	110.59	1,404.98	93.66%	1,500.00	95.02	6.33%
73290	HOSPITALITY	0.00	111.06	55.53%	200.00	88.94	44.47%
	Total PUBLIC RELATIONS	9,796.53	34,173.06	66.10%	51,700.00	17,526.94	33.90%
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	0.00	1,445.00	87.57%	1,650.00	205.00	12.42%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	1,945.93	5,140.54	79.08%	6,500.00	1,359.46	20.91%
73150	PERFORMERS	1,060.00	2,680.00	74.44%	3,600.00	920.00	25.55%
15	TEEN						
70900	SUPPLIES	46.92	807.31	40.36%	2,000.00	1,192.69	59.63%
20	YOUTH SERVICES						
70900	SUPPLIES	365.86	6,854.49	48.96%	14,000.04	7,145.55	51.03%
73150	PERFORMERS	0.00	617.50	15.43%	4,000.00	3,382.50	84.56%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	1,150.75	3,082.58	77.06%	4,000.00	917.42	22.93%
	Total GENERAL PROGRAMMING	4,569.46	26,062.46	41.73%	62,450.04	36,387.58	58.27%
54	COMPUTER						
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 2/1/2025 Through 2/28/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	695.88	8.96%	7,760.00	7,064.12	91.03%
73320	CCS SHARED COST	0.00	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	4,133.66	22,537.76	76.39%	29,501.00	6,963.24	23.60%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	445.63	3,811.39	54.29%	7,020.00	3,208.61	45.70%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	198.04	1,845.63	65.44%	2,820.00	974.37	34.55%
	Total COMPUTER	4,777.33	70,702.80	60.90%	116,101.00	45,398.20	39.10%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73246	PAYROLL SERVICE	1,632.70	9,229.87	61.53%	15,000.00	5,770.13	38.46%
73410	LEGAL FEES	0.00	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	0.00	7,750.00	38.75%	20,000.00	12,250.00	61.25%
	Total PROFESSIONAL FEES	1,632.70	32,869.87	59.76%	55,000.00	22,130.13	40.24%
58	TRANSPORTATION						
0	District Wide						
00	DEPARTMENT-WIDE						
73230	TRANSPORTATION REIMBURSEMENT	39.27	1,131.85	28.29%	4,000.00	2,868.15	71.70%
	Total TRANSPORTATION	39.27	1,131.85	28.30%	4,000.00	2,868.15	71.70%
61	MAINTENANCE						
0	District Wide						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	3,838.46	3,838.46	40.08%	9,575.00	5,736.54	59.91%
73310	CATALOGING - COMPUTER SERVICE	0.00	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	95.09	938.09	46.90%	2,000.00	1,061.91	53.09%
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%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2025 Through 2/28/2025

			Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
	73500	BUILDING REPAIRS AND MAINTENANCE	6,167.95	17,718.99	54.18%	32,700.00	14,981.01	45.81%
	73530	EQUIPMENT MAINT	495.00	718.70	42.27%	1,700.00	981.30	57.72%
	73540	CONTRACTS: BUILDING MAINTENANCE	9,324.33	50,123.17	55.26%	90,701.00	40,577.83	44.73%
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	732.12	5,851.10	68.83%	8,500.00	2,648.90	31.16%
		Total MAINTENANCE	20,652.95	91,403.31	53.70%	170,206.00	78,802.69	46.30%
65		UTILITIES						
0		District Wide						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	112.76	946.06	58.04%	1,630.00	683.94	41.95%
1		Dundee Library						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	883.05	7,079.98	64.13%	11,040.00	3,960.02	35.86%
	73610	ELECTRICITY	4,281.49	33,038.70	70.29%	47,000.00	13,961.30	29.70%
	73620	WATER AND SEWER	452.76	2,714.76	67.86%	4,000.00	1,285.24	32.13%
	73630	GAS	804.38	2,198.54	36.64%	6,000.00	3,801.46	63.35%
2		Randall Oaks						
00		DEPARTMENT-WIDE						
	73200	TELEPHONE & FAX	99.76	775.37	61.53%	1,260.00	484.63	38.46%
		Total UTILITIES	6,634.20	46,753.41	65.91%	70,930.00	24,176.59	34.09%
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	269.73	5,918.99	19.12%	30,950.00	25,031.01	80.87%
1		Dundee Library						
10		ADULT & TEEN SERVICES						
	73270	FURNITURE & EQUIP	563.03	3,324.54	66.49%	5,000.00	1,675.46	33.50%
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	0.00	2,822.27	92.86%	3,039.00	216.73	7.13%
		Total CAPITAL EXPENSE	832.76	20,063.76	28.16%	71,238.96	51,175.20	71.84%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 2/1/2025 Through 2/28/2025

	Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY2425 \$ Remaining	FY2425 Percent Remaining
Total Expenditures	<u>278,179.26</u>	<u>2,559,942.94</u>	<u>55.05%</u>	<u>4,650,250.12</u>	<u>2,090,307.18</u>	<u>44.95%</u>
Net Increase(Decrease) in Fund Balance	<u>(252,629.89)</u>	<u>2,085,429.99</u>	<u>...37,858,400.00)%</u>	<u>(0.12)</u>	<u>(2,085,430.11)</u>	<u>1,737,858,400.00%</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 2/1/2025 Through 2/28/2025

		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	13,146.71	134,071.26	134.07%	100,000.00	(34,071.26)	(34.07)%
44011	MARKET VALUE ADJUSTMENT	2,740.33	2,098.16	419.63%	500.00	(1,598.16)	(319.63)%
45020	OTHER GRANTS	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
	Total REVENUES	15,887.04	136,169.42	123.23%	110,500.00	(25,669.42)	(23.23)%
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	15,887.04	136,169.42	41.20%	330,500.00	194,330.58	58.80%
	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	2,911.80	2,911.80	1.94%	150,000.00	147,088.20	98.05%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	2,510,000.00	2,510,000.00	100.00%
	Total CAPITAL EXPENSE	2,911.80	2,911.80	0.11%	2,660,000.00	2,657,088.20	99.89%
	Total Expenditures	2,911.80	35,669.15	0.93%	3,817,000.00	3,781,330.85	99.07%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 2/1/2025 Through 2/28/2025

	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>12,975.24</u></u>	<u><u>100,500.27</u></u>	<u><u>(2.88)%</u></u>	<u><u>(3,486,500.00)</u></u>	<u><u>(3,587,000.27)</u></u>	<u><u>102.88%</u></u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
80 - WORKING CASH
From 2/1/2025 Through 2/28/2025

		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	479.21	5,570.98	111.41%	5,000.00	(570.98)	(11.41)%
44011	MARKET VALUE ADJUSTMENT	279.19	213.76	42.75%	500.00	286.24	57.24%
	Total REVENUES	<u>758.40</u>	<u>5,784.74</u>	<u>105.18%</u>	<u>5,500.00</u>	<u>(284.74)</u>	<u>(5.18)%</u>
	Total Revenues	<u>758.40</u>	<u>5,784.74</u>	<u>105.18%</u>	<u>5,500.00</u>	<u>(284.74)</u>	<u>(5.18)%</u>
	Net Increase(Decrease) in Fund Balance	<u>758.40</u>	<u>5,784.74</u>	<u>105.17%</u>	<u>5,500.00</u>	<u>(284.74)</u>	<u>(5.17)%</u>

Fox River Valley Public Library District
Statement of Revenues and Expenditures - FY2425 MonFin - Unposted Transactions Included In Report
90 - DONATION / GIFT
From 2/1/2025 Through 2/28/2025

		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	788.67	9,168.41	91.68%	10,000.00	831.59	8.31%
44011	MARKET VALUE ADJUSTMENT	459.49	351.82	70.36%	500.00	148.18	29.63%
	Total REVENUES	<u>1,248.16</u>	<u>9,520.23</u>	<u>90.67%</u>	<u>10,500.00</u>	<u>979.77</u>	<u>9.33%</u>
	Total Revenues	<u>1,248.16</u>	<u>9,520.23</u>	<u>90.67%</u>	<u>10,500.00</u>	<u>979.77</u>	<u>9.33%</u>
	Net Increase(Decrease) in Fund Balance	<u>1,248.16</u>	<u>9,520.23</u>	<u>90.66%</u>	<u>10,500.00</u>	<u>979.77</u>	<u>9.33%</u>

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - FY2425 Budget v Actual Revenues
From 2/1/2025 Through 2/28/2025

		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	40.00	46,430.41	54.62%	85,000.00	38,569.59	45.37%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	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	31,380.38	317,822.71	132.42%	240,000.00	(77,822.71)	(32.42)%
44011	MARKET VALUE ADJUSTMENT	4,304.67	3,301.44	165.07%	2,000.00	(1,301.44)	(65.07)%
45010	PER CAPITA GRANT	0.00	106,222.05	101.16%	105,000.00	(1,222.05)	(1.16)%
45020	OTHER GRANTS	1,435.97	4,807.91	24.03%	20,000.00	15,192.09	75.96%
46030	LOST & DAMAGED	571.88	3,676.94	105.05%	3,500.00	(176.94)	(5.05)%
46110	MEETING RM RENTAL	0.00	60.00	40.00%	150.00	90.00	60.00%
46200	PRINT/COPY REVENUE	636.80	5,142.99	85.71%	6,000.00	857.01	14.28%
46250	LICENSE PLATE RENEWAL INCOME	4,929.50	48,458.50	74.55%	65,000.00	16,541.50	25.44%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	29.75	276.20	92.06%	300.00	23.80	7.93%
46400	MISCELLANEOUS INCOME	0.00	0.00	0.00%	500.00	500.00	100.00%
46500	CASH OVER	0.02	5.90	5.90%	100.00	94.10	94.10%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	752.00	62.66%	1,200.00	448.00	37.33%
49010	MONETARY GIFT	20.00	20.00	0.20%	10,000.00	9,980.00	99.80%
	Total Revenues	43,442.97	4,796,847.32	100.42%	4,776,750.00	(20,097.32)	(0.42)%
	Net Increase(Decrease) in Fund Balance	43,442.97	4,796,847.32	100.42%	4,776,750.00	(20,097.32)	(0.42)%

<div> <div>Fox River Valley Public Library District</div> <div>Revenue Summary - All Funds Combined - Revenue 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
Revenues													
TAX LEVY	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
PPRT	16,444.75	3,067.28	0.00	12,540.92	0.00	0.00	14,337.46	40.00	0.00	0.00	0.00	0.00	46,430.41
TAX INCREMENT FINANCING (TIF) REVENUE	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
INT & DIV INCOME	40,130.68	36,535.09	43,756.66	41,981.83	42,738.69	45,485.89	35,813.49	31,380.38	0.00	0.00	0.00	0.00	317,822.71
MARKET VALUE ADJUSTMENT	6,196.86	6,107.15	(5,035.66)	(1,111.94)	(4,685.86)	(827.71)	(1,646.07)	4,304.67	0.00	0.00	0.00	0.00	3,301.44
PER CAPITA GRANT	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
OTHER GRANTS	0.00	0.00	0.00	1,435.97	1,935.97	0.00	0.00	1,435.97	0.00	0.00	0.00	0.00	4,807.91
LOST & DAMAGED	807.53	338.89	307.00	472.26	609.95	221.69	347.74	571.88	0.00	0.00	0.00	0.00	3,676.94
MEETING RM RENTAL	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
PRINT/COPY REVENUE	783.20	649.65	717.50	612.81	573.93	492.40	676.70	636.80	0.00	0.00	0.00	0.00	5,142.99
LICENSE PLATE RENEWAL INCOME	8,057.00	7,847.75	8,077.25	6,108.00	5,131.75	3,409.25	4,898.00	4,929.50	0.00	0.00	0.00	0.00	48,458.50
TAXABLE SALES (USB, DVD, EARBUDS)	56.55	21.75	37.75	48.10	32.25	16.55	33.50	29.75	0.00	0.00	0.00	0.00	276.20
CASH OVER	0.03	0.30	0.30	5.25	0.00	0.00	0.00	0.02	0.00	0.00	0.00	0.00	5.90
RETIRED EMPLOYEE REIMBURSEMENTS	94.00	94.00	94.00	94.00	94.00	94.00	94.00	94.00	0.00	0.00	0.00	0.00	752.00
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
Total Revenues	4,408,718.54	54,661.86	48,014.80	62,187.20	46,952.44	54,336.51	78,533.00	43,442.97	0.00	0.00	0.00	0.00	4,796,847.32
Net Increase(Decrease) in Fund Balance	4,408,718.54	54,661.86	48,014.80	62,187.20	46,952.44	54,336.51	78,533.00	43,442.97	0.00	0.00	0.00	0.00	4,796,847.32

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - FY2425 Budget v Actual Expenditures
From 2/1/2025 Through 2/28/2025

		Month Activity	Year Activity	FY2425 Percent Used	Total Budget - FY2425 Working Budget	FY 2425 \$ Remaining	FY2425 Percent Remaining
	Expenditures						
15	Personnel Expenses						
15	PERSONNEL	199,251.17	1,819,557.73	58.68%	3,100,431.14	1,280,873.41	41.31%
	SERVICES/BENEFITS						
	Total Personnel Expenses	199,251.17	1,819,557.73	58.69%	3,100,431.14	1,280,873.41	41.31%
20	Library Materials						
20	LIBRARY MATERIALS	14,657.79	235,422.17	58.95%	399,305.12	163,882.95	41.04%
	Total Library Materials	14,657.79	235,422.17	58.96%	399,305.12	163,882.95	41.04%
50	Operating Expenses						
51	LIBRARY OPERATIONS	15,335.10	181,802.52	55.27%	328,887.86	147,085.34	44.72%
52	PUBLIC RELATIONS	9,796.53	34,173.06	66.09%	51,700.00	17,526.94	33.90%
53	GENERAL PROGRAMMING	4,569.46	26,062.46	41.73%	62,450.04	36,387.58	58.26%
54	COMPUTER	4,777.33	84,840.23	27.99%	303,101.00	218,260.77	72.00%
55	PROFESSIONAL FEES	1,632.70	32,869.87	59.76%	55,000.00	22,130.13	40.23%
58	TRANSPORTATION	39.27	1,131.85	28.29%	4,000.00	2,868.15	71.70%
	Total Operating Expenses	36,150.39	360,879.99	44.82%	805,138.90	444,258.91	55.18%
60	Building Expenses						
61	MAINTENANCE	20,652.95	110,023.23	9.64%	1,140,206.00	1,030,182.77	90.35%
65	UTILITIES	6,634.20	46,753.41	65.91%	70,930.00	24,176.59	34.08%
	Total Building Expenses	27,287.15	156,776.64	12.94%	1,211,136.00	1,054,359.36	87.06%
70	Capital Expense						
70	CAPITAL EXPENSE	3,744.56	22,975.56	0.84%	2,731,238.96	2,708,263.40	99.15%
	Total Capital Expense	3,744.56	22,975.56	0.84%	2,731,238.96	2,708,263.40	99.16%
	Total Expenditures	281,091.06	2,595,612.09	31.47%	8,247,250.12	5,651,638.03	68.53%
	Net Increase(Decrease) in Fund Balance	(281,091.06)	(2,595,612.09)	31.47%	(8,247,250.12)	(5,651,638.03)	68.52%

Fox River Valley Public Library District

Expenditure Summary - All Funds Combined - FY2425 Budget v Actual Expenditures by Location

From 2/1/2025 Through 2/28/2025

		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	93,887.76	920,044.93	54.42%	1,690,349.80	770,304.87	45.57%
20	Library Materials	4,588.91	124,816.59	68.12%	183,206.00	58,389.41	31.87%
50	Operating Expenses	25,417.81	291,390.44	42.51%	685,448.86	394,058.42	57.48%
60	Building Expenses	4,046.31	13,207.41	45.50%	29,025.00	15,817.59	54.49%
70	Capital Expense	<u>3,181.53</u>	<u>16,366.14</u>	<u>0.60%</u>	<u>2,716,200.00</u>	<u>2,699,833.86</u>	<u>99.39%</u>
	Total District Wide	131,122.32	1,365,825.51	25.75%	5,304,229.66	3,938,404.15	74.25%
1	Dundee Library						
15	Personnel Expenses	87,370.20	742,103.28	63.49%	1,168,836.49	426,733.21	36.50%
20	Library Materials	7,549.37	85,171.18	50.24%	169,498.08	84,326.90	49.75%
50	Operating Expenses	3,976.29	21,301.34	44.49%	47,870.04	26,568.70	55.50%
60	Building Expenses	22,408.96	135,760.26	11.59%	1,171,136.00	1,035,375.74	88.40%
70	Capital Expense	<u>563.03</u>	<u>3,787.15</u>	<u>31.55%</u>	<u>11,999.96</u>	<u>8,212.81</u>	<u>68.44%</u>
	Total Dundee Library	121,867.85	988,123.21	38.46%	2,569,340.57	1,581,217.36	61.54%
2	Randall Oaks						
15	Personnel Expenses	17,993.21	157,409.52	65.24%	241,244.85	83,835.33	34.75%
20	Library Materials	2,519.51	25,434.40	54.57%	46,601.04	21,166.64	45.42%
50	Operating Expenses	6,756.29	48,188.21	67.09%	71,820.00	23,631.79	32.90%
60	Building Expenses	831.88	7,808.97	71.15%	10,975.00	3,166.03	28.84%
70	Capital Expense	<u>0.00</u>	<u>2,822.27</u>	<u>92.86%</u>	<u>3,039.00</u>	<u>216.73</u>	<u>7.13%</u>
	Total Randall Oaks	<u>28,100.89</u>	<u>241,663.37</u>	<u>64.67%</u>	<u>373,679.89</u>	<u>132,016.52</u>	<u>35.33%</u>
	Total Expenditures	<u>281,091.06</u>	<u>2,595,612.09</u>	<u>31.47%</u>	<u>8,247,250.12</u>	<u>5,651,638.03</u>	<u>68.53%</u>
	Net Increase(Decrease) in Fund Balance	<u>(281,091.06)</u>	<u>(2,595,612.09)</u>	<u>31.47%</u>	<u>(8,247,250.12)</u>	<u>(5,651,638.03)</u>	<u>68.52%</u>

<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	199,251.17	11,049.53	0.00	0.00	0.00	1,830,607.26
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	14,657.79	2,030.12	0.00	0.00	0.00	237,452.29
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	15,335.10	5,548.83	0.00	0.00	0.00	187,351.35
PUBLIC RELATIONS	316.32	12,533.21	222.84	249.87	10,092.80	615.00	346.49	9,796.53	0.00	0.00	0.00	0.00	34,173.06
GENERAL PROGRAMMING	956.97	2,805.67	2,106.31	4,633.38	4,776.51	2,381.69	3,832.47	4,569.46	0.00	0.00	0.00	0.00	26,062.46
COMPUTER	14,839.78	14,841.33	6,020.85	18,352.66	1,105.10	4,722.58	20,180.60	4,777.33	0.00	0.00	0.00	0.00	84,840.23
PROFESSIONAL FEES	1,035.13	1,127.57	8,195.05	7,350.33	3,030.02	1,017.99	9,481.08	1,632.70	0.00	0.00	0.00	0.00	32,869.87
TRANSPORTATION	126.70	139.13	262.06	244.89	62.04	95.74	162.02	39.27	0.00	0.00	0.00	0.00	1,131.85
Building Expenses													
MAINTENANCE	7,938.87	12,838.57	6,634.34	25,687.31	5,037.20	15,929.96	15,304.03	20,652.95	0.00	0.00	0.00	0.00	110,023.23
UTILITIES	5,908.82	7,982.22	5,357.57	6,110.49	4,774.52	1,829.40	8,156.19	6,634.20	0.00	0.00	0.00	0.00	46,753.41
Capital Expense													
CAPITAL EXPENSE	712.68	12,288.91	2,398.51	91.65	577.92	120.99	3,040.34	3,744.56	0.00	0.00	0.00	0.00	22,975.56
Total Expenditures	351,671.18	389,887.15	303,925.54	355,770.83	302,834.13	300,675.14	309,757.06	281,091.06	18,628.48	0.00	0.00	0.00	2,614,240.57
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)	(281,091.06)	(18,628.48)	0.00	0.00	0.00	(2,614,240.57)

Fox River Valley Public Library District
Balance Sheet - Unposted Transactions Included In Report
As of 2/28/2025

		<u>Current Year</u>
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	4,633,830.80
70	CAPITAL PROJECTS/SPECIAL RESERVE	<u>2,649,291.03</u>
	Total Checking Accounts	7,283,121.83
Other Cash		
10900	CASH ON HAND DUNDEE	
10	GENERAL/CORPORATE	255.00
10902	Kiosk Cash	
10	GENERAL/CORPORATE	<u>120.50</u>
	Total Other Cash	375.50
Investments		
10500	INVESTMENT ACCOUNTS	
10	GENERAL/CORPORATE	523,890.59
70	CAPITAL PROJECTS/SPECIAL RESERVE	1,740,688.52
80	WORKING CASH	177,349.19
90	DONATION / GIFT	<u>291,871.50</u>
	Total Investments	<u>2,733,799.80</u>
	Total Cash and Investments	10,017,297.13
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	27,037.50
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	22,722.35
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	25,689.56
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	<u>2,086.14</u>
	Total Other Assets	<u>77,535.55</u>
	Total Assets	<u><u>10,094,832.68</u></u>
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	23,366.23
20002	AP license Plate	
10	GENERAL/CORPORATE	1,577.00
20003	AP Other	
10	GENERAL/CORPORATE	151.91
21000	ACCRUED PAYROLL	
10	GENERAL/CORPORATE	74,901.09
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	1,697.81
22068	CREDIT CARD PAYABLE ZABSKI	
10	GENERAL/CORPORATE	210.00
22077	CREDIT CARD PAYABLE CARROLL	
10	GENERAL/CORPORATE	8.66
22081	CREDIT CARD PAYABLE BUNTE	
10	GENERAL/CORPORATE	102.51
22084	CREDIT CARD PAYABLE SABALA	
10	GENERAL/CORPORATE	198.67
22085	CREDIT CARD PAYABLE JI	
10	GENERAL/CORPORATE	174.70
22093	CREDIT CARD PAYABLE MUNOZ	
10	GENERAL/CORPORATE	44.92
22094	CREDIT CARD PAYABLE HERNANDEZ	
10	GENERAL/CORPORATE	86.03
22220	IMRF EXPENSE PAYABLE	

Fox River Valley Public Library District
Balance Sheet - Unposted Transactions Included In Report
As of 2/28/2025

		<u>Current Year</u>
10	GENERAL/CORPORATE	16,994.43
22500	STAFF REIMBURSEMENTS PAYABLE	
10	GENERAL/CORPORATE	<u>6.16</u>
	Total Liabilities	119,520.12
	Fund Balance	
10	GENERAL/CORPORATE	5,114,387.53
70	CAPITAL PROJECTS/SPECIAL RESERVE	4,389,979.55
80	WORKING CASH	177,349.19
90	DONATION / GIFT	<u>291,871.50</u>
	Total Fund Balance	<u>9,973,587.77</u>
	Total Liabilities and Fund Balance	<u><u>10,093,107.89</u></u>

Holdings Report

Account: Fox River Valley Public Library District
Fox River Valley Public Library District - General Fund
Period: 2/28/2025

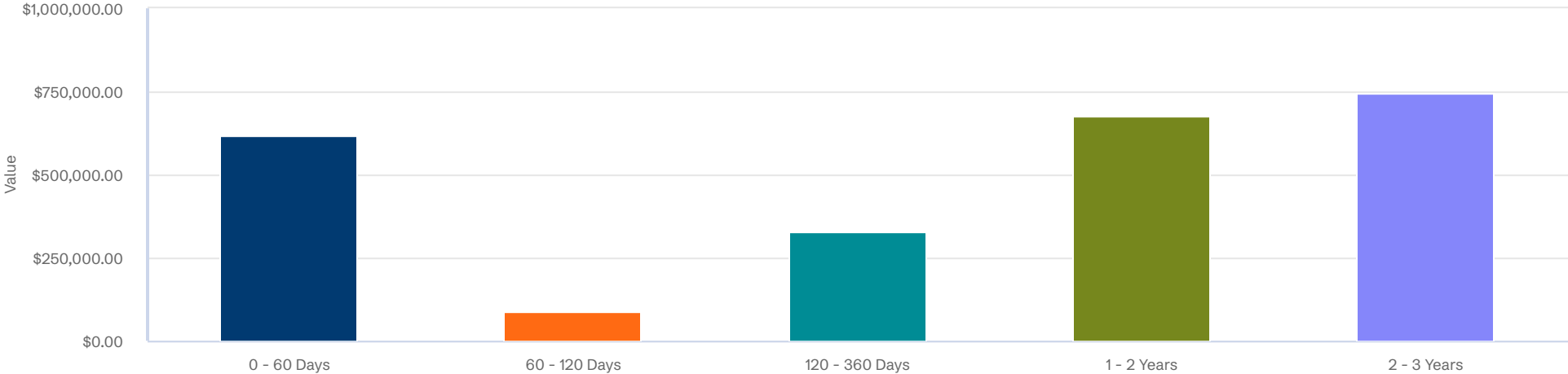


Allocation Overview



	Market Value	Allocation
Cash	-\$494,542.40	-17.90 %
Money Market-Taxable	\$758,353.84	27.45 %
CD	\$1,059,294.65	38.34 %
Municipal Bond	\$1,439,677.04	52.11 %
Total:	\$2,762,783.13	100.00 %

Maturity Period



Portfolio Holdings									
Security	Security Type	Cusip	Maturity Date	Quantity	Cost	Market Value	Accrued Interest	YTM Market	Moody's
Bond									
Louisiana Hsg Corp Single Family Mtg Rev Taxable Bds 2025b 4.56% 6/1/2027	Municipal Bond	54xxxxUB5		245,000.00	\$245,010.00	\$246,398.95	\$0.00	N/A	Aaa
Texas Tech Univ Revs Taxable Fing Sys Ref Impt Bds 2025b 4.56% 2/15/2027	Municipal Bond	88xxxxKX9		135,000.00	\$135,010.00	\$135,654.75	\$0.00	N/A	N/A
Idaho Hsg & Fin Assn Single Family Mtg Rev Taxable Bds 2025 A 4.341% 1/1/2027	Municipal Bond	45xxxx6Y7		115,000.00	\$115,010.00	\$115,235.75	\$0.00	N/A	Aa1
Santander Bank N 5.15%25 Cd Fdic Ins Due 3/7/2025 Us	CD	80xxxxXG1	3/7/2025	170,000.00	\$169,993.00	\$170,020.40	\$8,587.10	5.14 %	N/A
Metro Cr Un Chel 5.65%25 Cd Fdic Ins Due 3/11/2025 Us	CD	59xxxxBH8	3/11/2025	248,000.00	\$247,972.80	\$248,178.56	\$691.00	4.78 %	N/A
Ria Fed Cr Un CD 5.65% 4/4/2025	CD	74xxxxBL9	4/4/2025	200,000.00	\$199,960.00	\$200,312.00	\$773.97	4.71 %	N/A
Bank Hapoalim B M New York Brh Ctf Dep 5.35% 6/20/2025	CD	06xxxxAE9	6/20/2025	90,000.00	\$90,005.50	\$90,231.30	\$3,357.12	5.08 %	N/A
Visions Fed Cr Un Endwell New York Sh Ctf 5.65% 9/29/2025	CD	92xxxxAD8	9/29/2025	105,000.00	\$104,957.50	\$105,800.10	\$16.25	4.32 %	N/A
California Cr Un Glendale Calif Sh Ctf 5.65% 10/27/2025	CD	13xxxxBB5	10/27/2025	225,000.00	\$224,897.50	\$226,973.25	\$4,353.60	4.74 %	N/A
Johnson Cnty KS 4.00% 9/1/2026	Municipal Bond	47xxxxMY8	9/1/2026	100,000.00	\$99,390.00	\$99,738.00	\$2,000.00	4.14 %	Aaa
MD St Cmnty Dev Admin Dept Hsg & Cmnty Dev Taxable Residential Rev Bds 4.472% 9/1/2026	Municipal Bond	57xxxxNU8	9/1/2026	150,000.00	\$150,010.00	\$150,109.50	\$93.17	4.43 %	Aa1
Peoria & Tazewell Counties Il Community College District #514 Taxable Series A	Municipal Bond	71xxxxET4	12/1/2026	175,000.00	\$175,010.00	\$177,297.75	\$6,496.58	4.49 %	N/A
MD St Cmnty Dev Admin Dept Hsg & Cmnty Dev Taxable Residential Rev Bds 4.522% 9/1/2027	Municipal Bond	57xxxxNW4	9/1/2027	250,000.00	\$250,010.00	\$250,632.50	\$157.01	4.43 %	Aa1
New York NY Trans Auth 4.754% 11/1/2027	Municipal Bond	64xxxxQY7	11/1/2027	250,000.00	\$250,010.00	\$255,665.00	\$198.08	3.95 %	Aa1
Bond Total:				2,458,000.00	\$2,457,246.30	\$2,472,247.81	\$26,723.88		Aa1
Money Market									
Pershing Money Market	Money Market-Taxable	PERSHCASH		758,353.84	N/A	\$758,353.84	\$0.00	N/A	Aaa
US Dollars	Cash	USD999997		-494,542.40	N/A	-\$494,542.40	\$0.00	N/A	N/A
Money Market Total:				263,811.44	N/A	\$263,811.44	\$0.00		Aaa
Total:				2,721,811.44		\$2,736,059.25	\$26,723.88		Aaa

C.1 Social Media Policy Update

RECOMMENDED ACTION: Approve the first reading of the Social Media Policy Update

BACKGROUND INFORMATION:

Fox River Valley Public Library District reviewed the existing Social Media Policy and proposes a comprehensive policy update. With that in mind, Administration recommends the existing Social Media Policy be replaced with the proposed policy shown below.

02.35.00 Social Media Policy (existing policy)

~~The Library uses social media to increase awareness of and accessibility to its programs, resources, and services, in order to serve its mission. Guidelines for use of Library sponsored social media sites are posted on the FRVPLD web page.~~

~~While the Library recognizes and respects differing opinions, as well as the First Amendment Rights of its patrons and employees, the Library reserves the right to delete posts that violate Library Guidelines for use.~~

~~The Library does not endorse the opinions expressed by the public on its social media sites. Failure to comply with Federal, State, local law, and Library guidelines will be grounds for deletion of posts.~~

~~Posts that contain obscene material, hate speech, child pornography, libel, discriminatory or harassing language, copyrighted or trademarked material, spam, advertising of merchandise or services for sale are prohibited and will be removed.~~

Approved April 8, 2013

PROPOSED Social Media Policy, March 2025

The Library uses social media to increase awareness of and accessibility to its programs, resources, and services, in order to serve its mission. Guidelines for use of Library sponsored social media sites are posted on the Fox River Valley Public Library District (FRVPLD) web page.

While the Library recognizes and respects differing opinions and the First Amendment Rights of its patrons and employees, it reserves the right to delete posts that violate Library Guidelines for use.

Comments containing any of the following content will not be permitted on the FRVPLD social media sites and are subject to removal and/or restriction by the administrator of this site or his/her designees at any time and without prior notice:

FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT

1. Obscene, sexual, or pornographic content and/or language
2. Content that promotes discrimination by the government based on race, age, religion, gender, or other protected class
3. Content that violates a legal ownership interest (copyright or trademark)
4. Content that constitutes a threat to any person or encourages self-harm
5. Conduct that violates any federal, state, or local law or encourages illegal activity
6. Content construed as phishing or that seeks to steal personal information or data
7. Spam or links to malware or viruses
8. Defamation

A comment posted by a member of the public on any FRVPLD social media site is the opinion of the poster only, and publication of a comment does not imply endorsement of, or agreement by, the FRVPLD, nor do the comments necessarily reflect the opinions or policies of the FRVPLD.

The FRVPLD reserves the right to deny access to FRVPLD social media sites to any individual who repeatedly violates the FRVPLD social media policy at any time and without prior notice.

All comments posted to any FRVPLD social site are bound by the social media platform's terms of use or code of conduct.

Users who enter private or personal information on FRVPLD social media sites do so at their own risk, and the Library is not responsible for any damage resulting from the public display of, or failure to remove private or personal information. Content posted on the FRVPLD social media sites may be subject to disclosure under the Illinois Freedom of Information Act (FOIA) and retention under the Local Records Act.

This policy and terms of use may be amended from time-to-time, without further notice.

Approved March 18, 2025

C.2 Appoint New Library Director

RECOMMENDED **MOTION # 1**: I move to appoint _____ as the new Director of the Fox River Valley Public Library District effective May 19, 2025, and to authorize the Board President to enter into a one-year employment agreement.

BACKGROUND INFORMATION:

A new Library Director has been selected by the Library Board and must be officially appointed under Illinois law to act as administrator of the district's daily operations (75 ILCS 16/30-55.35).

The Library Director is the only employee of the Library Board. All other employees of the Library District work for the Director.

RECOMMENDED **MOTION # 2**: In addition to the compensation contained within the new Director's Employment Agreement, I move to authorize reimbursement of moving expenses up to a maximum of \$5,000 in conjunction with her relocation to take this position.

BACKGROUND INFORMATION:

Moving expenses include the following and must be documented by paid receipt or other evidence of payment prior to reimbursement:

- Professional moving company services
- Do-it-yourself moving trucks or pods
- Packing supplies (blankets, tape, boxes)
- Move insurance
- Moving help, for example paying someone to help load and unload the truck
- Storage for up to 30 days after goods are moved, before they are delivered to your new home

C.3 Approve Report of Closed Session Minutes Review and destruction of audio recordings made prior to September 19, 2023

RECOMMENDED **MOTION**: I move to approve the report of the closed session minutes review and destruction of audio recordings made prior to September 19, 2023.

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.