

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

**June 18, 2019  
7:00 p.m.**

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

**Call to Order—President Corbett**

**Pledge of Allegiance**

**Roll Call—Secretary Kuhlman**

**Filling Trustee Vacancy – President Corbett**

**New Business**

**Exhibit C.1      Resolution 2019-07 Appoint New Library Trustee**

**Oath of Office – Secretary Kuhlman**

**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 Corbett**

- **Donation Acknowledgement**
- **Liaison Appointments**
- **Appoint Two Trustees for Review of Minutes – Illinois Public Library Annual Report (IPLAR)**
- **Correspondence**
- **Officer Reports**
  - **Kristina Weber, Vice President**
  - **Nikki Kuhlman, Secretary**
  - **Brian Lindholm, Treasurer**

**Director's Report—Director Roxane E. Bennett**

- **Summer Reading Kickoff Recap – Kirstin Finneran, Public Relations Specialist**
- **Investment Portfolio Review – Ken Herdeman, Ehlers Investments**
- **Government Finance Officers Association Award Presentation**
- **Fine Free Survey Results – Deputy Director Lauren Rosenthal**
- **Database Presentation – Sean Plagge, Adult & Teen Services Librarian**
- **FY1920 Organizational Chart**
- **Department Reports**
- **Dashboard**

- A. Consent Agenda**
  - Exhibit A.1 Items to be included in Consent Agenda**
    - A.1.a Minutes from the May 21, 2019 Board of Trustees Meeting**
    - A.1.b Check/Voucher Register – AP & Payroll Complete for May 2019 totaling \$255,115,26**
    - A.1.c Monthly Financial Report for May 2019**
    - A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues**
    - A.1.e Revenue Summary – All Funds Combined by Period**
    - A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses**
    - A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location**
    - A.1.h Expenditure Summary – All Funds Combined by Period**
    - A.1.i Balance Sheet for May 2019**
    - A.1.j Ehlers Account Statement for May 2019**
- B. Unfinished Business**
  - Exhibit B.1 Working Budget FY1920**
- C. New Business**
  - Exhibit C.2 Electronic Resource – Lynda.com Contract**
  - Exhibit C.3 Bylaws Update – Organization of the Board; Nominating Committee**
  - Exhibit C.4 Resolution 2019-08 Transferring Funds to Special Reserve Fund**
  - Exhibit C.5 Resolution 2019-09 Designating Corporate Authority over Library District Financial Accounts**
  - Exhibit C.6 Resolution 2019-10 Appoint Authorized Illinois Municipal Retirement Fund (IMRF) Agent**
  - Exhibit C.7 Appointment of FOIA Officers**
  - Exhibit C.8 Resolution 2019-11 Honoring Roxane E. Bennett**

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

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

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

**New Business**

**Exhibit C.9 Approve Report of the Closed Session Minutes Review and Destruction of Audio Recordings made prior to November 21, 2017**

**Adjournment**

**C.1 Resolution 2019-07 Appoint a New Library Trustee**

RECOMMENDED **MOTION**: I move to adopt Resolution 2019-07 to appoint \_\_\_\_\_ as Library Trustee effective June 18, 2019.

**BACKGROUND INFORMATION:**

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

**RESOLUTION NO. 2019-07**

**A RESOLUTION TO  
APPOINT A NEW LIBRARY TRUSTEE**

( \_\_\_\_\_ **Appointment**)

WHEREAS, A vacancy exists for a term ending April 2023; and

WHEREAS, the Public Library District Act of 1991, 75 ILCS 16/1- et seq. (the "Act"), provides that vacancies shall be filled by appointment of the Library Trustees until the next regular library election.

NOW, THEREFORE, BE IT RESOLVED that the Library Trustees hereby:

- A. Appoint \_\_\_\_\_ to fill the vacancy effective June 18, 2019, and until the next regular library election in April, 2021.

This Resolution adopted June 18, 2019.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

By: \_\_\_\_\_

Richard V. Corbett, President  
Board of Library Trustees  
Fox River Valley Public Library District

ATTEST:

By: \_\_\_\_\_

Nikki Kuhlman, Secretary  
Board of Library Trustees  
Fox River Valley Public Library District

**Fox River Valley Public Library District**  
**Director's Report**  
Board Meeting – June 18, 2019

**Highlights:**

In preparation for June PRIDE Day programming, the May All Staff Meeting focused on Diversity Training across all departments. I began by showing parts of a RAILS video [You Belong @ Your Library](#). Then followed with discussion about how embodying the library's core value of embracing our diverse community includes welcoming everyone on the LGBTQIA gender spectrum and what that looks like! Procedures are in place for handling any disruptive activity that might occur in or outside the library building as a result of PRIDE programming. The library's Patron Code of Conduct prohibits behavior that interferes with other's use of the materials & services.

I attended the Cooperative Computer Services (CCS) Governing Board Meeting in May. Indian Trails PLD is joining the consortium with a projected "go live" date on Polaris of October 22. This will increase the number of items available to our patrons directly through our catalog interface. CCS is examining its governing structure in an effort to improve efficiencies and free up resources to address strategic priorities of the consortium. Consultants from Library Strategies are leading the process. During May, consultants conducted a survey of membership, interviewed selected library directors, and researched structures of consortia. I was among the directors selected for an interview thanks to my active participation on the CCS Budget Committee over the past 8 years and focus on cost efficiencies. Results will be presented at a workshop in mid-June which Lauren and I will both attend. As CCS adds to its membership, streamlining its governing structure will be a key component in controlling membership fees over the long run.

The outdoor book return at the Dundee Library was irreparably damaged during a storm this spring. The concrete pad that supported it is degraded and not level. Replacement of the entire east side sidewalk is on a project list for FY19/20, but getting a new return could not wait for that project to be completed. Instead, the new return was installed on an existing concrete pad next to the entry door. While this location requires patrons to step out of their cars to return items, it seems to have addressed the safety issues we had previously with patrons pulling up to the return facing the wrong way in traffic exiting the library. It also allows staff to unload the return under cover during inclement weather.

Development continues at an accelerated pace in East Dundee TIFs in line with the overall economy. Collectively, as of the 2018 Tax Year, Equalized Assessed Value (EAV) of East Dundee's seven TIF districts has grown by 34% since the recession low of 2014 levels and totals over \$29 Million. However obligations continue to exceed TIF revenues and are being subsidized by the Village's General Fund and Business Development District (BDD) taxes. The Village continues to approve new residential units being built inside TIF districts. As outlined in State Statutes, the Library will continue to request compensation from the Village each year to compensate us for services provided to residents of these units.

My review of annual performance evaluations is complete and meetings with department managers have concluded. Managers are in the process of delivering those evaluations and raises will take effect in the upcoming fiscal year.

As I wrap up my tenure with the library and tidy up my office preparing to hand the reins to Lauren on June 21<sup>st</sup>, I'm struck by how much paper I've collected over the years ~ despite "going digital" to facilitate transparency and storage of most permanent records. Like predictions of the demise of libraries as the Internet Age dawned, print isn't going away anytime soon!

Carry on, my friends. Carry on...!!

**Fox River Valley Public Library District**  
**Director's Report**  
Board Meeting – June 18, 2019

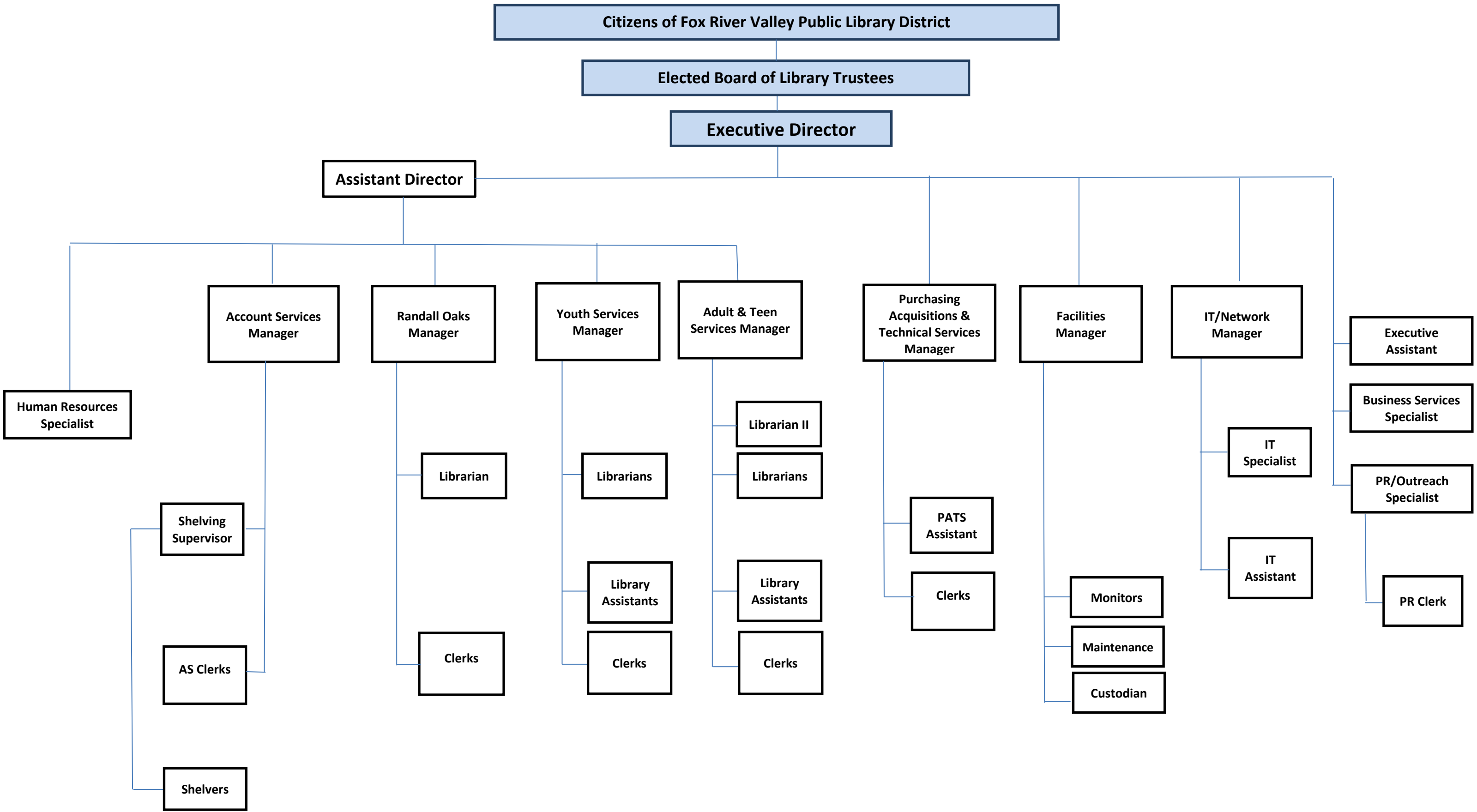
**Director's Calendar: May 15 – June 11, 2019**

Meeting: Corbett – May 16, 2019  
Meeting: Chris Watkins, CCS Consultant – May 16  
Interviews: Staff vacancy – May 17, 31, June 6  
Meeting: All Staff Meeting – May 17  
Meeting: Orientation with Sabala, IT Manager – May 20  
Community: Rotary in West Dundee – May 21  
Meeting: Management Team – May 21, 28, June 11  
Meeting: Library Board – May 21  
Meeting: CCS Governing Board in Zion – May 22  
Meeting: Executive Team with Rosenthal – May 28, June 10  
Meeting: Pre-Agenda with Corbett, Kuhlman, Rosenthal, Werle – May 28  
Meeting: East Dundee TIF Joint Review Board – June 3  
Community: Summer Reading Kickoff Picnic – June 3  
Interviews: Trustee candidates (7) with Corbett – June 4  
Community: Suburban Immigrant Summit with Zabski at Oakton Community College in Skokie – June 6  
Community: Rotary Barbeque in West Dundee – June 8

Internal meetings with individual staff members not included.

Respectfully submitted,

*Roxane E. Bennett*



## Fox River Valley Public Library District May 2019 Department Reports

### **Lauren Rosenthal, Deputy Director**

Our first OpenGov Open Town Hall survey results are in and a summary will be presented to at the June board meeting. We are delighted with the number of responses received and optimistic about the use of Open Town Hall to engage the community in future planning.

At the LIRA Executive Committee meeting we discussed the increase in liability insurance rates throughout the Midwest as a result of the dramatically increased tornado activity in 2018 (this was before the significant increase throughout May 2019). Illinois has not been hit as hard as Nebraska and Iowa, but Illinois libraries need to plan for a 10% increase in liability insurance rates for next year, which we have built into our FY1920 budget already.

The GFOA conference was outstanding once again, with a truly inspiring keynote address by authors James and Deborah Fallows, who poetically described the essential role that libraries are playing across the nation. While few library districts are represented at this government finance conference, the Fallows expressed “the fabric of the country is being restored, library by library, at the local government level. We are in a new guided age.”

### **Youth Services: Monica Boyer**

May started off with a bang! Our Fiesta de Cinco de Mayo program was attended by 115 people! Library Assistant Maggie Martinez did a fantastic job of coordinating this cultural event. Festivities included crafts, lotería (A game similar to bingo), Mexican food, a piñata and a special performance by the renowned mariachi band Cielito Lindo. Attendees were able to learn about Hispanic culture in an interactive way.



Cielito Lindo entertaining program attendees

We continued to see positive turnouts throughout the month for programs such as the American Girl Garden Party (81 attendees, picture below) and Unicorn Slime (51 attendees, picture below). Programs like these encourage intergenerational attendance and a time to relax and have fun in a safe space.





Our team continued to show their passion in community outreach this month by completing summer reading presentation visits. YS staff visited schools such as Sleepy Hollow Elementary School, Golfview Elementary School, Gilberts Elementary School and Sunny Hill Elementary School. These presentations inform children regarding our summer reading program. A lot of enthusiasm was shown regarding our program “missions” and prizes. Summer reading programs are designed to combat a decline in reading comprehension abilities. The YS team presented to approximately 5,325 children!

The infant initiative, Welcome Baby, was locally recognized by Courier News. Further, Welcome Baby was also featured in American Library Association’s Facebook page (Screenshot below). Welcome Baby is a partnership with Advocate Sherman Hospital in Elgin. This program connects newborns and their caregivers with a reusable tote, a library card and baby items. Bilingual Library Assistant, Lina de Legarreta has been instrumental in developing this program.

Welcome Baby program feature on ALA’s Facebook page

Our department continues to physically change! With the help of the PATS department we added three more themes to our thematic collection: pets, bilingual and award winners. Titles were selected from our current picture collection and cataloged to create these new themes. Facilities has also helped us in making our space livelier in color. Wall colors have changed from beige to orange and purple.



### Randall Oaks Manager: Keri Carroll

The Summer Reading Committee had its last meeting for the year in preparation for the program to officially kick off in June. We finalized prizes and the distribution schedule, planned the picnic and sponsor fair, and discussed the prize books that were purchased at the Scholastic Book Fair. The committee also presented at the May All Staff to get everyone excited about “A Universe of Stories.” Teen Librarian Danielle Pacini once again shot and edited a fantastic video highlighting some of our staff involved in various space-themed situations.

Youth Librarian and SRC Committee member Brittany Berger and I held three training sessions for our teen volunteers at the end of the month. With the introduction of a new registration app, we wanted to make sure any returning volunteers didn’t come in expecting Evanced. (You’d be surprised!) Both Dundee and Randall Oaks have had numerous – and new! – teens come out of the woodwork to volunteer which is always a huge help during the summer months. *Huge* amounts of gratitude go towards Brittany who created the schedules for both locations since she will be migrating over the Randall Oaks full time starting in July.

In preparation for Summer Lunches, I attended supervisor training in Geneva along with Heather Zabski, Jason Katsion, and Sherry Kenney. Once I transition over to Account Services in July, I’ll be helping with summer lunches for the first time and needed the necessary training. I now feel prepared and can’t wait to be a part of this huge service.

Finally, I was fortunate enough to get to march in the Dundee Memorial Day Parade with ATS librarians Sean Plagge and Danielle Pacini, AS clerks Margo Jankiewicz and Audrey Jozwiak, and Heather Zabski. Kirstin Finneran drove the library van while several of us wore gigantic library book jackets as we marched down route 72. It's always great to remind the community about the library and, specifically this time, summer reading!

#### **Public Relations & Outreach: Kirstin Finneran**

Outreach events arranged, supported with promotional materials, or attended: Golfview Elementary School Registration Event, Perry Elementary End of The Year Preschool Event, Carpentersville Middle School Multicultural Event, Memorial Day Parade in East/West Dundee, D300 Hablemos Parent Group (final meeting of the school year).

Used our new service OpenGov/Open Town Hall to create a survey for feedback on eliminating fines.

Summer Reading Challenge activity included creating posters promote summer reading program, picnic, pool party, and summer lunches

The summer newsletter was completed and mailed to all district residents. We also compiled a list of community organizations who will receive a mailed copy of the newsletter including villages, D300 principals, police and fire departments, and area preschools.

Promotional materials for Summer Reading Challenge and Summer Lunches was created and put on display including posters, flyers, self-check station graphics, bookshelf headers, and website sliders.

Updated several promotional bookmarks with summer dates and times.

The Ruth Wendt Gallery was updated with a collection of photos from the Northwest Suburban Astronomers, to coincide with our Summer Reading Challenge theme, "A Universe of Stories."

#### **Press**

Fox River Valley Public Library District names new library director (Courier News, May 2)

Should Fox River Valley Libraries Stop Charging Fines For Late Materials? (Kane County Connects, May 3)

Library district for residents in Dundees, Carpentersville seeking input on whether to get rid of fines (Courier News, May 4)

Dundee Lions provide vision prescreening for young children (Daily Herald, May 14)

Fox River Valley Library issuing library cards to infants in effort to boost child literacy (Courier News, May 14)

#### **eNews**

<b>Date Sent</b>	<b>Subject</b>	<b>Emails Sent</b>	<b>Unique Opens</b>	<b>Unique Open %</b>	<b>Total Clicks</b>
5/1/2019	No more overdue fines?	9894	2966	30.04%	941
5/22/2019	Picnic, Free Lunches, Summer Reading	9946	2244	22.63%	215
5/8/2019	Volunteers Needs, Job Openings, Finals Study Space	9957	2741	27.55%	189

#### **Facebook**

Followers: 1567 (14 new followers)

Number of posts: 28

People who saw our posts: 16,788

Post likes: 534

Comments: 56

Shares: 47

Clicks: 632

Top three posts according to reach:

- 1269 saw: Thanks to local author and historian Phil Aleo, who just donated a copy of his brand new book "The Historic Dundee Hawkeye Newspaper - Volume I, 1890-1892" to the library. He will be presenting a program all about it here in September. In the meantime, stop by and check out the book which is filled with fascinating news articles, photos, and advertisements from long ago. Visit his website at [www.aleopublications.com](http://www.aleopublications.com) to purchase a copy. (May 24)
- 1193 saw: School is OUT!!! Check out all the fun things we have planned for you this summer... [https://www.frvpld.info/sites/default/files/u142/summer\\_2019\\_newsletter.pdf](https://www.frvpld.info/sites/default/files/u142/summer_2019_newsletter.pdf) (May 24)
- 1068 saw: This is how you step up your avocado toast game! Healthy and delicious -- our kids couldn't get enough of it. Sign up for next month's Foodie Kids. Registration opens 6/13/19 #GuacIsExtra #Vegan #YouthServices (May 6)

### **Account Services: Jason Katsion**

On May 15, I underwent Summer Food Service Program training at Northern Illinois Food Bank. Our popular Summer Lunches program requires that a trained site supervisor always be present during the lunch hour, and site supervisors are required to recertify annually.

At our staff training event on May 17, I gave a presentation on email security and best practices for archiving staff email. Following the all staff portion of the training event, Heather Zabski and I led a joint meeting with Account Services and Adult & Teen Services Departments.

For seven days, beginning May 20, the Account Services Department was responsible for counting the number of items sent from Fox River Valley Libraries to other Illinois libraries. Specifically, we recorded the total number of outgoing items and outgoing bins for the day; including items being sent out on interlibrary loan, and items that were being returned. Delivery of materials between libraries is conducted by Reaching Across Illinois Library System (RAILS). Twice annually, the Library System assesses workflow by requiring a materials count.

Beginning May 20, I began training new IT Manager John Sabala. This ongoing training will encompass the Library District's network infrastructure, vendor management, software and hardware maintenance, etc. At the Board of Trustees Meeting on May 21, I presented an overview of proposed improvements to the Library's self-service processes. The proposed improvements were approved by the Trustees.

### **Facilities: Michael Lorenzetti**

As time goes forward, facilities is changing out the soap dispensers in the restrooms so they are all the same. The Gojo orange seems to be staff team members liking and is a foamy type instead of a creamy liquid. The changeover will be seamless as many of the supplies are on hand.

The FRVPLD carpet was cleaned on May 13<sup>th</sup> and some areas of the carpet need to be replaced. Additional tiles will be ordered and the different areas of the Library will be systematically changed to have a fresh look.

Parking lot catch basins are scheduled for repair/replacement on 6/12 "weather permitting". If we cannot proceed on the 12<sup>th</sup>, the next scheduled date would be the 18<sup>th</sup>.

The new FRVPLD book drop arrived and it is located in its new location just south of our front doors.

The doorbells for the east (main) doors and west (staff/delivery) entrance have been installed and working properly.

Windy City Lighting has been contacted and they are in the process of having the pendant lights shipped to our location for the installation/replacement of the 15 strands of lights.

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

Savings: PATS Manager performed a price comparison for the new book drop, and there was a very significant savings when purchasing from a library furniture/supplies vendor versus direct (\$1,856.50). The Facilities Manager received multiple bid proposals for the library parking lot storm basin work, and determined to utilize the lowest responsible bid (\$1,609.80). Purchased more barcodes from our usual provider again after I compared it with a company our consortium office referenced recently (\$193.40). For the most part our current provider has the most reasonable pricing for the toner cartridges we need but another area office supplies company visited not long ago. I put through an initial order for toner since I gained a good discount (\$188.28).

Savings in FY 18/19	
Jul	\$ 6,271.19
Aug	\$ 872.82
Sep	\$ 978.26
Oct	\$ 7,478.60
Nov	\$ 1,526.93
Dec	\$ 1,488.05
Jan	\$ 453.68
Feb	\$ 6,596.44
Mar	\$ 6,316.47
Apr	\$ 5,015.01
May	\$ 4,604.99
Jun	
<b>FY TOTAL</b>	<b>\$41,602.44</b>

Major purchases/installations: The YS area public seating and additional J-BIN shelving has now been installed. Last week the outside book drop was delivered and was placed by the Dundee Library front door.

YS Collections: The J-BIN area now has new sections for these categories: Book Award Winners, Pets, Spanish Bi-lingual, and Llama. PATS is working on processing books that were previously shelved in other areas so they can be put into these shelving units.

Print Provider: Continue to do research if should do the majority of print purchases from a different provider in the future since it doesn't charge annual user access fees, and has a better interface for users as well as for "gridding" which is a system used to help with downloading vendor records into our Polaris system.

**IT / Network: John Sabala**

In May, we were delighted to welcome John as the new IT / Network manager.

**Adult & Teen Services: Heather Zabski**

May was a busy and productive month for the Adult and Teen Services department. On Saturday, May 4, librarian Sean Plagge and library assistant Erica Acevedo hosted an all-ages Star Wars Escape Room event. 33 patrons participated in the event and every team successfully escaped. All participants found the event challenging and fun. Because of the event's popularity, ATS staff are planning future escape room events for patrons.





The teen passive program for the month focused on positivity. Participants were encouraged to “create something to bring positivity and encouragement into the Teen Area for your friends or teens you have never met.” Over 70 teens participated in the event. It was so popular, librarian Danielle Pacini decided to leave the passive program up for another month so more teens can participate. The display also ties in nicely with our June Pride on the Fox programming; Danielle will be hosting an event for teens and adults on June 15.

Early Registration for Summer Reading started in May. We had good turnout especially from adults, likely due to the success of our Winter Reading Challenge. Danielle and library assistant Cari Poweziak have come up with fun tasks for adults and teens to complete this summer in addition to meeting the reading requirements. Both Danielle and Cari did any excellent job organizing and preparing the department for Summer Reading. Danielle created an awesome promotional video for the event, and Cari decorated the ATS desk with space themed decorations.



Cari and library assistant Taylor Haring attended Reaching Forward on May 3. The conference provides sessions on professional development for library support staff. Thanks to her programming expertise, Cari was asked to host a craft program demonstration at the conference.

On May 26, Danielle, Sean and I marched in the Memorial Day Parade for the library. We dressed as patriotic themed books. Though the day started out raining, it cleared up in time for the parade and proved to be a beautiful day.

Throughout May, I've had the chance to start training for the Assistant Director position. Lauren went over WhenToWork publishing instructions early in the month, so I could publish the schedule on May 24 when she was out of town. I also participated in 13 interviews throughout the month for open positions in Youth Services, Adult and Teen Services, and Account Services. So far, we've filled all three clerk positions and are hoping to fill a Youth Services Librarian position soon. I've also started training in completing payroll.

We are pleased to have hired Susan Richmond as a clerk in Adult and Teen Services. She is an avid reader with lots of customer experience in the medical field.

Summer Lunches are starting again for patrons under the age 18 to get a free meal from 12-1 PM. I attended site supervisor training on May 15. I've arranged with other staff site supervisors to make sure each day of the week is covered with one assigned supervisor per lunch shift. I also worked with Kirstin and Mary to make sure everything was set up and easy to find for the first day of lunches.

# How are we doing?

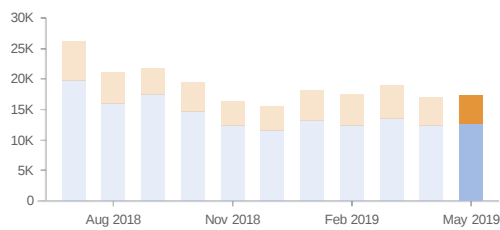
The monthly Dashboard tells our story

Click the graphs to see more details

## Library Visits

### How many people have visited our libraries?

Visits by location, each month this fiscal year.



**17,436**

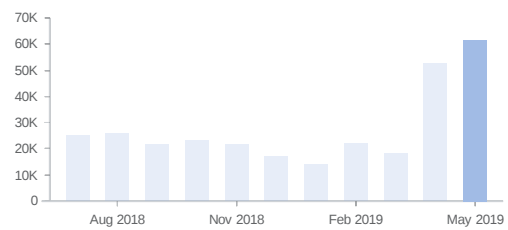
in Location in May 2019

Updated yesterday

## Website Visits

### How many people have visited the library online?

Website visits, each month this fiscal year.



**61,747**

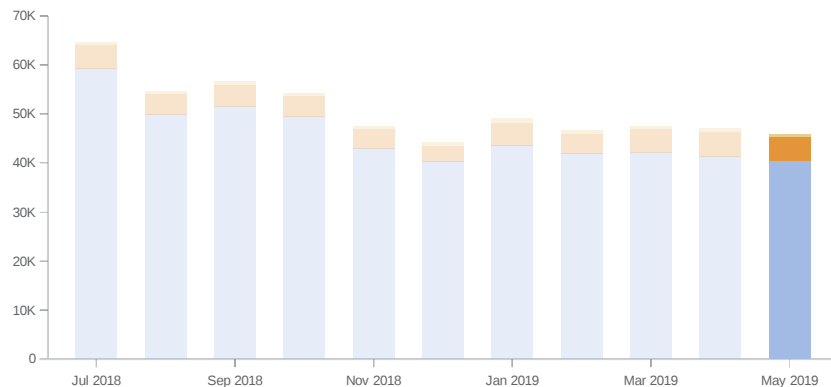
in Location in May 2019

Updated yesterday

## Checkouts by month

### How many items are checked out of the library?

Summer months have the most checkouts.



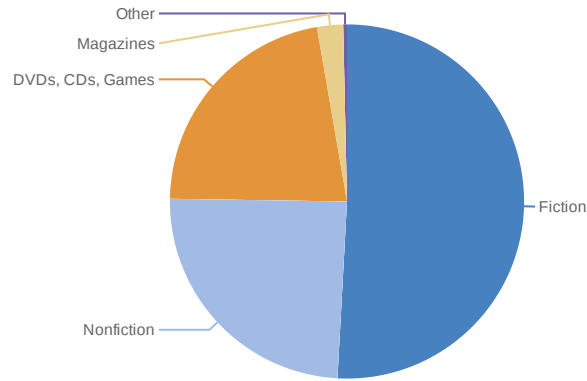
**46,066**

in Metric Type in May 2019

Updated yesterday

### How many physical items are owned by our libraries?

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



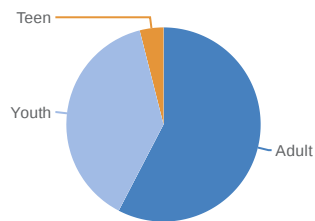
**138,606**

in Material Type in May 2019

Updated yesterday

## Physical item checkouts

### Checkouts by Audience - previous 12 months

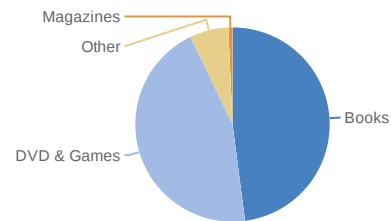


**577,100**

in Department in May 2019

Updated yesterday

### Checkouts by Material Type - previous 12 months



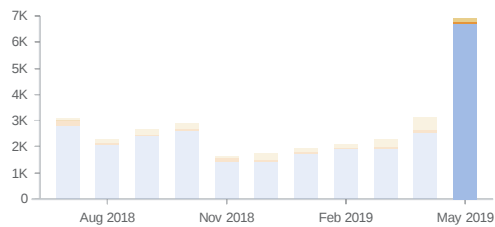
**577,100**

in Material Type in May 2019

Updated yesterday

### How many people attended programs each month this fiscal yr?

We see many kids at Summer Reading programs at the schools each ...



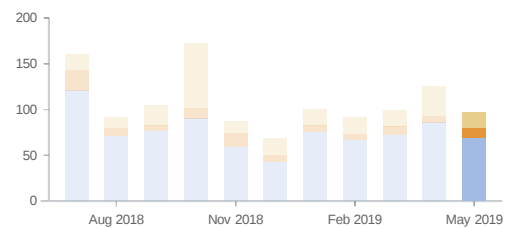
**6,934**

in Metric Type in May 2019

Updated yesterday

### How many programs were held each month this fiscal year?

We hold more kids programs than teen or adult.

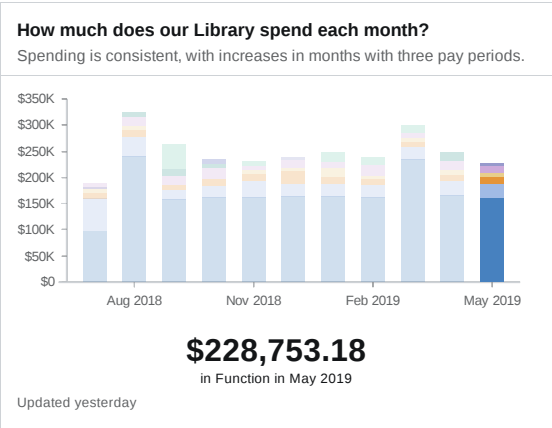


**98**

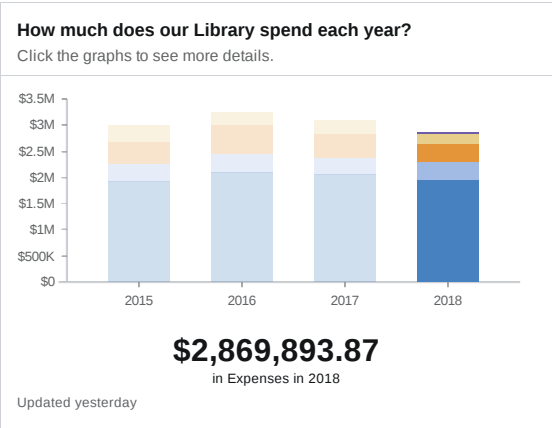
in Metric Type in May 2019

Updated yesterday

## FY1819 Monthly Spending



## Past years' spending



[www.FRVPLD.info](http://www.FRVPLD.info)

POWERED BY OPENGOV



**A. Consent Agenda**

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

A.1 RECOMMENDED MOTION:

**Approve items A.1.a through A.1.j under the Consent Agenda as presented**

- A.1.a Minutes from the May 21, 2019 Board of Trustees Meeting**
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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 Trustee Meeting  
May 21, 2019**

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

**MINUTES**

**Oath of Office**

The Oath of Office was given to reelected Trustees Richard Corbett and Kristina Weber, and to newly elected Trustee Chris Evans.

**Nomination and Election of President Pro Tem**

President Corbett called for a nomination for President Pro Tem. Evans nominated Corbett, seconded by Tennis. Corbett inquired if there were other nominations; hearing none, Corbett was elected unanimously by voice vote.

**Nomination and Election of Secretary Pro Tem**

Corbett called for a nomination for Secretary Pro Tem. Weber was nominated by Tennis and seconded by Evans. Corbett inquired if there were other nominations; hearing none, Weber was elected unanimously by voice vote.

The meeting was called to order by President Pro Tem Richard Corbett at 7:00 PM. All present rose to recite the Pledge of Allegiance.

**Roll Call**

Members present:	President Pro Tem	Richard Corbett
	Secretary Pro Tem	Kristina Weber
	Trustee	Chris Evans
	Trustee	Mike Tennis

Members absent:	Trustee	Brian Lindholm
	Trustee	Nikki Kuhlman

Others present:	Director Roxane Bennett, Jason Katsion, John Sabala, Heather Zabski, Karin Nelson, Michael Lorenzetti, Keri Carroll, Monica Boyer, Tom Wajda, Karen Werle
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**Election of New Board Officers**

Tennis and Kuhlman consulted and Tennis presented a slate of candidates and their qualifications for consideration as Board officers. For President, Richard Corbett; Vice President, Kristina Weber; Treasurer, Brian Lindholm; and Secretary, Nikki Kuhlman. Corbett called for a motion to *ACCEPT THE SLATE OF CANDIDATES PRESENTED*; moved by Evans and seconded by Tennis. Corbett asked if there were any other nominations for Board officers. There being none, he called for a roll call vote.

Roll Call Vote: Evans, Weber, Tennis, Corbett – aye. 4 ayes, 0 nays, 2 absent, 1 vacancy. Motion carried.

**Public Comment**

There was no public comment.

**President's Report**

Corbett noted a vacancy on the Board of Trustees will be officially declared later in the meeting. Candidates were sought and interviews will take place. It is expected the selected candidate will be presented to the Board for appointment at the June meeting.

Area businesses and organizations have donated to the Summer Reading Challenge; those donations will be acknowledged in June. Fox River Valley Public Library District (FRVPLD) is very grateful to the community for its financial and volunteer support of the Library's premier summer event.

**Trustee Liaison Reports**

Trustee Tennis; Community Engagement – A written report on Tennis' attendance at a Dundee Township Republican Organization meeting was noteworthy for its findings on voter turnout, which was near record lows despite an uptick in registration. Tennis also attended three Sleepy Hollow Finance Committee meetings.

### **Director's Report**

Bennett reported on FRVPLDs June programs in support of Pride month. A \$6000 member rebate was received from Cooperative Computer Services (CCS), FRVPLDs computer consortium. Bennett introduced John Sabala, FRVPLDs new IT Manager. He comes to FRVPLD with a background in IT management in the private sector.

### Comprise Technologies Presentation

Account Services and IT Network Manager Jason Katsion presented an overview of Comprise Technologies, an updated hardware and integrated software system. Comprise will address one of FRVPLDs strategic goals by greatly improving patron self-service in the areas of printing, checkouts, fine payments, and fax while protecting patron security. It is compatible with Polaris, FRVPLDs integrated library system, and customizable. Comprise will address issues that have prevented smooth operation of library services due to outdated hardware from different providers that does not integrate smoothly. Cash and credit will be accepted methods of payment.

### Summer Reading and Summer Lunches Presentations

Randall Oaks Manager Keri Carroll shared a Summer Reading video created by Teen Services Librarian Danielle Pacini. Programs for teens and youth have been designed around this year's theme 'A Universe of Stories'. FRVPLDs annual Summer Reading Kickoff Picnic is set for June 3<sup>rd</sup>, from 6:00 – 8:00 PM on the Library's front lawn. There will be entertainment, crafts, prizes, a book basket raffle, popcorn, and lemonade, made possible with financial and volunteer assistance from FRVPLDs Friends of the Library. Everyone who finishes the Summer Reading Challenge will receive a ticket to the Dolphin Cove Pool Party. Adult, Teen and Youth signups are exceeding expectations.

Youth Services Manager Monica Boyer reviewed the free Summer Lunch Program FRVPLD is hosting again this year for children 18 years and younger. Beginning June 3<sup>rd</sup>, it will run through August 12<sup>th</sup>, from 12 noon until 1 PM Monday through Friday. There are volunteer opportunities available to assist in the program; signup is through the Library's website. Funding for the program is through the Northern Illinois Food Bank.

### **Consent Agenda**

#### **Exhibit A.1** Items included in Consent Agenda

- A.1.a Minutes from the April 16, 2019 Board of Trustees Meeting
- A.1.b Check/Voucher Register – AP & Payroll Complete for April 2019 totaling \$223,070.01
- A.1.c Monthly Financial Report for April 2019
- 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 April 2019
- A.1.j Ehlers Account Statement for April 2019

Corbett inquired if there were any items Trustees would like removed for further discussion. Hearing none, he called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.J. AS PRESENTED*. Moved by Tennis and seconded by Evans, Corbett called for a roll call vote.

Roll Call Vote: Evans, Weber, Tennis, Corbett – aye. 4 ayes, 0 nays, 2 absent, 1 vacancy. Motion carried.

### **Unfinished Business**

There was no unfinished business.

### **New Business**

#### **Exhibit C.1 Resolution 2019-06 to Declare a Vacancy on Library Board of Trustees**

Corbett called for a motion to *ADOPT RESOLUTION 2019-06 TO DECLARE A LIBRARY TRUSTEE VACANCY EFFECTIVE MAY 21, 2019*. Moved by Tennis and seconded by Evans, Corbett noted the Board is required by statute to first

declare a vacancy in order to appoint someone to fill the vacancy until the next regular election in 2021. There was no discussion; Corbett called for a roll call vote.

Roll Call Vote: Evans, Weber, Tennis, Corbett – aye. 4 ayes, 0 nays, 2 absent, 1 vacancy. Motion carried.

**Exhibit C.2 Self-Service Hardware/Software Purchase – Comprise Technologies Contract**

Corbett called for a motion to *AUTHORIZE THE DIRECTOR TO CONTRACT WITH COMPRISE TECHNOLOGIES FOR SMART KIOSKS ACCEPTING BOTH CASH AND CREDIT FOR PURCHASES AND PAYMENT OF FEES; AND FOR INTEGRATED PATRON SELF-SERVICE SOFTWARE PROVIDING PC-RESERVATION, WIRELESS PRINTING , AND PRINT/COPY/SCAN/FAX FUNCTIONALITY AT A PRICE NOT TO EXCEED \$42,500 OVER 5 YEARS.* Moved by Evans and seconded by Tennis. Katsion's informative presentation was noted, there was no discussion. Corbett called for a roll call vote.

Roll Call Vote: Evans, Weber, Tennis, Corbett – aye. 4 ayes, 0 nays, 2 absent, 1 vacancy. Motion carried.

**Exhibit C.3 Internet Services Contracts – Illinois Century Network (ICN) and AT&T**

Corbett called for a motion to *AUTHORIZE THE DIRECTOR TO CONTRACT WITH AT&T TO PROVIDE THE CIRCUIT FOR A 50MBPS INTERNET CONNECTION AT A TOTAL VALUE OF \$11,500 OVER 3 YEARS; AND TO CONTRACT WITH ICN TO PROVIDE THE BANDWIDTH AND EGRESS AT A TOTAL VALUE OF \$15,390 OVER 3 YEARS.* Moved by Evans and seconded by Tennis, Bennett noted FRVPLD contracts for two internet lines in order to provide a fail-safe system for continued service in the event one line fails. ICN and AT&T work together as one service for which FRVPLD receives substantial rebates; the Library also contracts with Comcast as an internet service provider. There was no further discussion; Corbett called for a roll call vote.

Roll Call Vote: Evans, Weber, Tennis, Corbett – aye. 4 ayes, 0 nays, 2 absent, 1 vacancy. Motion carried.

**Exhibit C.4 Lighting Improvements – Windy City Lighting Contract**

Corbett called for a motion to *AUTHORIZE THE DIRECTOR TO CONTRACT WITH WINDY CITY LIGHTING FOR THE REPLACEMENT OF 15 SETS OF TRACK LIGHTING AT THE DUNDEE LIBRARY AT A PRICE NOT TO EXCEED \$13,000.* Moved by Tennis and seconded by Evans, Bennett explained the lighting to be replaced has not performed satisfactorily and is unreliable. LED upgrades will be incorporated moving forward. Corbett called for a roll call vote.

Roll Call Vote: Evans, Weber, Tennis, Corbett – aye. 4 ayes, 0 nays, 2 absent, 1 vacancy. Motion carried.

Corbett noted there would be no Executive Session this evening. He inquired if there were any topics Trustees would like to raise for discussion in the future. Hearing none, there was no further discussion or business conducted and Corbett called for a motion to *ADJOURN.* Moved by Weber and seconded by Tennis, meeting adjourned by unanimous voice vote at 8:27 PM.

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Kristina Weber, Ph.D., Secretary Pro-Tem

**Fox River Valley Public Library District**  
Check/Voucher Register - AP & Payroll Complete  
10100 - BANK ACCOUNTS  
From 5/1/2019 Through 5/31/2019

Vendor Name	Check Number	Effective Date	Check Amount
Villa Park Office Equipment	42334	5/20/2019	(4,155.00)
Accurate Office Supply Co.	42389	5/20/2019	88.78
Ziegler's Ace Hardware	42390	5/20/2019	603.99
Advanced Disposal	42391	5/20/2019	148.33
Algonquin Area Publ.Lib.Dist.	42392	5/20/2019	61.98
All Pro Resources, Inc.	42393	5/20/2019	1,284.00
SYNCB/AMAZON	42394	5/20/2019	1,815.31
American Button Machines	42395	5/20/2019	399.95
AT&T	42396	5/20/2019	384.56
AT & T Mobility	42397	5/20/2019	90.68
Baker & Taylor	42402	5/20/2019	16,504.14
Bibliotheca, LLC	42403	5/20/2019	265.88
Blick art materials	42404	5/20/2019	38.87
Breakroom Solutions	42405	5/20/2019	232.56
Brodart Co.	42406	5/20/2019	1,237.44
Cary Public Library	42407	5/20/2019	52.10
Cooperative Computer Services	42408	5/20/2019	6,735.97
CDS Office Technologies	42409	5/20/2019	290.46
Comcast	42410	5/20/2019	408.01
Comcast	42411	5/20/2019	1,199.18
ComEd	42412	5/20/2019	3,378.45
Crystal Lake Public Library	42413	5/20/2019	46.91
Demco, Inc.	42414	5/20/2019	219.20
East Bonner County Library District	42415	5/20/2019	30.95
Ehlers Investment Partners, LLC	42416	5/20/2019	646.12
Evanston Public Library	42417	5/20/2019	25.96
Fremont Public Library	42418	5/20/2019	14.99
Garveys Office Products	42419	5/20/2019	2,577.50
GovConnection, Inc	42420	5/20/2019	8,725.10
Green Emerald Chem-Dry	42421	5/20/2019	1,165.00
Hall Pass	42422	5/20/2019	27.00
Handmade on Main	42423	5/20/2019	120.00
Huntley Area Public Library	42424	5/20/2019	93.91
INGRAM Library Services	42425	5/20/2019	2,992.57
K-Log, Inc.	42426	5/20/2019	3,492.41
Kentwood Office Furniture	42427	5/20/2019	9,673.00
KONE, INC	42428	5/20/2019	268.24
Midwest Tape Exchange, Inc.	42430	5/20/2019	6,321.17
Mobile Beacon	42431	5/20/2019	1,560.00
Nicor Gas	42432	5/20/2019	203.38
Niles-Maine District Library	42433	5/20/2019	51.00
Overdrive, Inc.	42434	5/20/2019	9,900.00
Paper Roll Products	42435	5/20/2019	135.79
Park Ridge Public Library	42436	5/20/2019	143.85
Peregrine,Stime,Newman,Ritzman & B...	42437	5/20/2019	1,260.00
SafeSpace Concepts, Inc.	42438	5/20/2019	1,779.18
ScribbleBooks Company, Inc.	42439	5/20/2019	475.00
Sebert Landscaping Inc.	42440	5/20/2019	525.00
Technology Management Rev Fund	42441	5/20/2019	427.50
Unique Management Services, Inc.	42442	5/20/2019	71.60
Valley Enterprises, Inc.	42443	5/20/2019	1,491.00
Villa Park Office Equipment	42444	5/20/2019	4,155.00
Cardmember Service	42445	5/20/2019	3,618.60
Wellness Insurance Network	42446	5/20/2019	12,003.75
Paylocity Payroll	DD201905-01	5/10/2019	216.49

**Fox River Valley Public Library District**  
Check/Voucher Register - AP & Payroll Complete  
10100 - BANK ACCOUNTS  
From 5/1/2019 Through 5/31/2019

<u>Vendor Name</u>	<u>Check Number</u>	<u>Effective Date</u>	<u>Check Amount</u>
Paylocity Payroll	DD201905-02	5/24/2019	451.15
Illinois Municipal Retirement	DD201905-03	5/31/2019	<u>15,619.42</u>
	Total 10100 - BANK ACCOUNTS		121,593.38
Report Total			<u><u>121,593.38</u></u>

<u>MONTHLY PAYROLL EXPENSE</u>	
GROSS PAYROLL- May 2019	130,482.54
<u>LESS EMPLOYEE PORTION:</u>	
MEDICAL INSURANCE	1,113.08
DENTAL INSURANCE	139.64
I.M.R.F	5,594.02
<u>PLUS EMPLOYER PORTION:</u>	
I.M.R.F	10,025.40
MEDICARE/F.I.C.A.	9,886.08
TOTAL PAYROLL EXPENSE	<u>143,547.28</u>
*Minus IMRF Employer Portion Direct Debit	<u>(10,025.40)</u>
	<u>133,521.88</u>

<u>133,521.88</u>	
<u>255,115.26</u>	Grand Total

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
10 - GENERAL/CORPORATE  
From 5/1/2019 Through 5/31/2019

Attachment to Exhibit A.1.c

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	0.00	3,085,679.68	99.88%	3,427.02	3,089,106.70	0.11%
43020	PERSONAL PROPERTY REPLACEMENT TAX	12,838.33	47,070.64	104.60%	(2,070.64)	45,000.00	(4.60)%
43500	IMPACT FEES	0.00	2,625.82	0.00%	(2,625.82)	0.00	0.00%
44010	INTEREST & DIVIDEND INCOME	3,349.40	45,439.73	206.54%	(23,439.73)	22,000.00	(106.54)%
45010	PER CAPITA GRANT	0.00	86,672.50	100.00%	0.00	86,672.50	0.00%
45011	E-RATE GRANT	0.00	6,667.74	88.90%	832.26	7,500.00	11.09%
46020	FINES & RECOVERY FEES	2,453.63	25,111.13	38.63%	39,888.87	65,000.00	61.36%
46030	LOST / DAMAGED / RECOVERY	669.08	5,492.73	109.85%	(492.73)	5,000.00	(9.85)%
46110	MEETING ROOM RENTAL FEE	0.00	40.00	10.00%	360.00	400.00	90.00%
46115	PROGRAM REVENUE	62.00	92.00	0.00%	(92.00)	0.00	0.00%
46200	PRINTING REVENUE	1,687.02	17,003.92	94.46%	996.08	18,000.00	5.53%
46210	FAX REVENUE	199.00	2,541.55	112.95%	(291.55)	2,250.00	(12.95)%
46300	TAXABLE INCOME	17.80	398.05	99.31%	2.75	400.80	0.68%
46400	MISCELLANEOUS INCOME	12.99	630.21	0.00%	(630.21)	0.00	0.00%
46450	REIMBURSEMENTS	90.00	10,666.99	142.22%	(3,166.99)	7,500.00	(42.22)%
46500	CASH OVER	10.03	101.83	40.73%	148.17	250.00	59.26%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	816.00	8,886.00	92.44%	726.00	9,612.00	7.55%
	Total REVENUES	<u>22,205.28</u>	<u>3,345,120.52</u>	<u>99.60%</u>	<u>13,571.48</u>	<u>3,358,692.00</u>	0.40%
	Total Revenues	<u>22,205.28</u>	<u>3,345,120.52</u>	<u>99.60%</u>	<u>13,571.48</u>	<u>3,358,692.00</u>	0.40%
	Expenditures						
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
70000	TRANSFER OUT	<u>0.00</u>	<u>191,950.00</u>	<u>99.99%</u>	<u>0.05</u>	<u>191,950.05</u>	0.00%
	Total TRANSFERS BETWEEN FUNDS	<u>0.00</u>	<u>191,950.00</u>	<u>100.00%</u>	<u>0.05</u>	<u>191,950.05</u>	0.00%
15	PERSONNEL SERVICES/BENEFITS						

Return to Agenda

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
10 - GENERAL/CORPORATE  
From 5/1/2019 Through 5/31/2019

Attachment to Exhibit A.1.c

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
0	District Wide						
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	10,751.03	111,317.21	65.48%	58,682.79	170,000.00	34.51%
52123	WORKERS COMP	0.00	5,644.50	61.66%	3,509.50	9,154.00	38.33%
52124	UNEMPLOYMENT INSURANCE	0.00	6,224.16	77.80%	1,775.84	8,000.00	22.19%
52130	STAFF DEVELOPMENT	500.00	2,086.90	69.56%	913.10	3,000.00	30.43%
52150	DIRECTOR'S CONFERENCE	0.00	1,321.51	44.05%	1,678.49	3,000.00	55.94%
52160	TUITION REIMBURSEMENT	0.00	1,272.00	42.40%	1,728.00	3,000.00	57.60%
73295	MEETING EXPENSE	296.90	2,686.00	97.67%	64.00	2,750.00	2.32%
05	ADMINISTRATION						
52100	SALARIES	25,571.54	313,184.21	83.35%	62,529.79	375,714.00	16.64%
52130	STAFF DEVELOPMENT	0.00	1,559.74	50.37%	1,536.26	3,096.00	49.62%
40	PUBLIC RELATIONS						
52100	SALARIES	4,506.80	38,386.52	65.51%	20,201.48	58,588.00	34.48%
50	IT / NETWORK						
52100	SALARIES	2,717.60	22,525.40	67.00%	11,089.60	33,615.00	32.99%
60	PURCHASING, ACQUISITIONS, TECH SERVICES						
52100	SALARIES	8,791.54	95,698.92	83.25%	19,247.08	114,946.00	16.74%
90	FACILITIES						
52100	SALARIES	10,178.93	114,045.97	86.70%	17,480.03	131,526.00	13.29%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	25,797.82	301,429.43	76.91%	90,490.57	391,920.00	23.08%
52130	STAFF DEVELOPMENT	0.00	35.00	1.40%	2,465.00	2,500.00	98.60%
20	YOUTH SERVICES						
52100	SALARIES	22,549.70	253,535.76	82.70%	53,029.24	306,565.00	17.29%
52130	STAFF DEVELOPMENT	0.00	1,764.38	35.28%	3,235.62	5,000.00	64.71%
70	ACCOUNT SERVICES						
52100	SALARIES	16,372.69	184,933.58	91.05%	18,176.42	203,110.00	8.94%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	500.00	500.00	100.00%
75	SHELVERS						
52100	SALARIES	2,747.69	31,055.71	85.89%	5,099.29	36,155.00	14.10%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	11,248.23	132,884.85	89.87%	14,976.15	147,861.00	10.12%



**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
10 - GENERAL/CORPORATE  
From 5/1/2019 Through 5/31/2019

Attachment to Exhibit A.1.c

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
	Total PERSONNEL SERVICES/BENEFITS	<u>142,030.47</u>	<u>1,621,591.75</u>	<u>80.68%</u>	<u>388,408.25</u>	<u>2,010,000.00</u>	19.32%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	82.17	5,237.97	51.75%	4,882.03	10,120.00	48.24%
61500	ELECTRONIC RESOURCES	2,393.42	52,350.95	94.69%	2,935.05	55,286.00	5.30%
61510	EBOOKS	751.92	24,743.64	62.09%	15,106.36	39,850.00	37.90%
61520	DOWNLOADABLE MEDIA	2,033.28	26,036.72	100.14%	(36.72)	26,000.00	(0.14)%
64100	PROC FEES BOOKS	374.18	3,270.58	81.76%	729.42	4,000.00	18.23%
64200	PROC FEES AV	470.10	6,481.15	92.35%	536.80	7,017.95	7.64%
64500	ONLINE ORDERING FEE	0.00	1,664.50	87.60%	235.50	1,900.00	12.39%
69990	CONTINGENT-LIBRARY MATERIALS	0.00	0.00	0.00%	2,744.00	2,744.00	100.00%
05	ADMINISTRATION						
61120	BOOKS NF	0.00	187.73	93.86%	12.27	200.00	6.13%
61200	PERIODICALS	0.00	1,784.70	99.15%	15.30	1,800.00	0.85%
1	Dundee Library						
00	DEPARTMENT-WIDE						
61117	BOOKS LEASED	0.00	2,134.80	71.16%	865.20	3,000.00	28.84%
61200	PERIODICALS	0.00	4,673.29	81.98%	1,026.71	5,700.00	18.01%
61600	GAMES	1,348.55	11,337.31	75.58%	3,662.69	15,000.00	24.41%
10	ADULT & TEEN SERVICES						
61110	BOOKS FICTION	2,912.41	24,211.99	89.67%	2,788.01	27,000.00	10.32%
61111	BOOKS LARGE TYPE	180.17	1,728.73	57.62%	1,271.27	3,000.00	42.37%
61120	BOOKS NF	1,959.60	14,295.71	95.30%	704.29	15,000.00	4.69%
61130	BOOKS FOREIGN LANGUAGE	291.08	3,167.64	79.19%	832.36	4,000.00	20.80%
61330	AUDIOBOOKS	827.80	6,245.40	89.22%	754.60	7,000.00	10.78%
61350	MUSIC	402.86	3,197.38	79.93%	802.62	4,000.00	20.06%
61400	DVD	778.90	17,764.87	68.98%	7,985.13	25,750.00	31.01%
64350	PROC FEES MUSIC	0.00	288.65	100.00%	0.00	288.65	0.00%
64400	PROC FEES DVDS	0.00	947.55	100.00%	0.00	947.55	0.00%
15	TEEN						
61100	BOOKS	437.97	4,931.49	70.44%	2,068.51	7,000.00	29.55%
61130	BOOKS FOREIGN LANGUAGE	131.42	2,284.22	76.14%	715.78	3,000.00	23.85%
61330	AUDIOBOOKS	371.91	2,450.41	81.68%	549.59	3,000.00	18.31%
20	YOUTH SERVICES						

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
10 - GENERAL/CORPORATE  
From 5/1/2019 Through 5/31/2019

Attachment to Exhibit A.1.c

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819	
	61100	BOOKS	3,649.31	44,752.25	89.50%	5,247.75	50,000.00	10.49%
	61130	BOOKS FOREIGN LANGUAGE	515.59	5,776.90	72.21%	2,223.10	8,000.00	27.78%
	61330	AUDIOBOOKS	186.95	1,954.05	97.70%	45.95	2,000.00	2.29%
	61350	MUSIC	11.99	1,277.62	85.17%	222.38	1,500.00	14.82%
	61400	DVD	197.92	5,391.12	67.38%	2,608.88	8,000.00	32.61%
	61700	NONTRADITIONAL MATERIALS	0.00	1,973.89	52.63%	1,776.11	3,750.00	47.36%
	64400	PROC FEES DVDS	0.00	507.15	100.00%	0.00	507.15	0.00%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	61200	PERIODICALS	0.00	1,247.67	99.81%	2.33	1,250.00	0.18%
	61600	GAMES	218.44	3,327.76	66.55%	1,672.24	5,000.00	33.44%
	10	ADULT & TEEN SERVICES						
	61110	BOOKS FICTION	1,199.71	8,277.03	91.96%	722.97	9,000.00	8.03%
	61120	BOOKS NF	231.07	2,432.13	81.07%	567.87	3,000.00	18.92%
	61400	DVD	328.35	4,813.05	77.00%	1,436.95	6,250.00	22.99%
	64400	PROC FEES DVDS	0.00	280.00	100.00%	0.00	280.00	0.00%
	15	TEEN						
	61100	BOOKS	252.70	2,759.23	91.97%	240.77	3,000.00	8.02%
	20	YOUTH SERVICES						
	61100	BOOKS	2,310.25	14,311.00	75.32%	4,689.00	19,000.00	24.67%
	61130	BOOKS FOREIGN LANGUAGE	753.39	2,030.00	96.66%	70.00	2,100.00	3.33%
	61400	DVD	158.18	2,126.21	85.04%	373.79	2,500.00	14.95%
	61700	NONTRADITIONAL MATERIALS	0.00	1,065.15	53.25%	934.85	2,000.00	46.74%
	64400	PROC FEES DVDS	0.00	258.70	100.00%	0.00	258.70	0.00%
		Total LIBRARY MATERIALS	25,761.59	325,978.29	81.49%	74,021.71	400,000.00	18.51%
51		LIBRARY OPERATIONS						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	70800	POSTAGE	17.86	1,800.40	36.00%	3,199.60	5,000.00	63.99%
	70900	SUPPLIES	2,013.88	11,280.27	83.55%	2,219.73	13,500.00	16.44%
	73225	PUBLIC LIABILITY INSURANCE	0.00	21,478.00	89.49%	2,522.00	24,000.00	10.50%
	73230	TRANSPORTATION REIMBURSEMENT	469.42	3,538.00	88.45%	462.00	4,000.00	11.55%
	73240	BOARD EXPENSES	0.00	1,145.38	57.26%	854.62	2,000.00	42.73%
	73241	LEGAL NOTICES FEES	0.00	659.87	32.99%	1,340.13	2,000.00	67.00%

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**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
10 - GENERAL/CORPORATE  
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Attachment to Exhibit A.1.c

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819	
	73242	MEMBERSHIPS	0.00	2,580.00	86.00%	420.00	3,000.00	14.00%
	73245	BACKGROUND CHECK FEES	0.00	238.00	29.75%	562.00	800.00	70.25%
	73250	BANK CHARGES	95.14	812.88	32.51%	1,687.12	2,500.00	67.48%
	73255	INVESTMENT FEES	646.12	6,300.35	90.00%	699.65	7,000.00	9.99%
	73258	MATERIALS RECOVERY FEE	71.60	1,038.20	20.76%	3,961.80	5,000.00	79.23%
	73260	LOST & PAID FORWARDING	490.70	1,256.29	251.25%	(756.29)	500.00	(151.25)%
	73280	COST OF ITEMS SOLD	0.00	365.63	73.12%	134.37	500.00	26.87%
	73281	SALES TAX EXPENSE	0.00	36.00	36.00%	64.00	100.00	64.00%
	73285	REIMBURSED PURCHASES	1,489.78	6,492.68	86.56%	1,007.32	7,500.00	13.43%
	73290	HOSPITALITY	0.00	40.62	3.24%	1,209.38	1,250.00	96.75%
	76500	CASH UNDER	0.00	75.94	30.37%	174.06	250.00	69.62%
	79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	2,730.35	2,730.35	100.00%
05		ADMINISTRATION						
	73242	MEMBERSHIPS	190.00	2,143.00	80.26%	527.00	2,670.00	19.73%
30		PUBLIC SERVICE						
	70900	SUPPLIES	0.00	2,364.73	20.83%	8,985.27	11,350.00	79.16%
50		IT / NETWORK						
	73242	MEMBERSHIPS	0.00	150.00	125.00%	(30.00)	120.00	(25.00)%
90		FACILITIES						
	70900	SUPPLIES	976.80	7,935.08	79.35%	2,064.92	10,000.00	20.64%
1		Dundee Library						
00		DEPARTMENT-WIDE						
	70900	SUPPLIES	0.00	301.50	60.30%	198.50	500.00	39.70%
	73215	COPIER/PRINT EXPENSE	230.05	2,905.83	58.11%	2,094.17	5,000.00	41.88%
	73520	PLANT OPERATION	1,768.99	9,019.24	34.46%	17,148.41	26,167.65	65.53%
10		ADULT & TEEN SERVICES						
	73242	MEMBERSHIPS	0.00	440.00	115.78%	(60.00)	380.00	(15.78)%
20		YOUTH SERVICES						
	73242	MEMBERSHIPS	150.00	360.00	72.00%	140.00	500.00	28.00%
70		ACCOUNT SERVICES						
	73242	MEMBERSHIPS	0.00	0.00	0.00%	225.00	225.00	100.00%
2		Randall Oaks						
00		DEPARTMENT-WIDE						
	73215	COPIER/PRINT EXPENSE	60.41	551.91	32.46%	1,148.09	1,700.00	67.53%
	73505	RENT EXPENSE	5,407.50	59,482.50	91.66%	5,407.50	64,890.00	8.33%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
10 - GENERAL/CORPORATE  
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		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
	Total LIBRARY OPERATIONS	<u>14,078.25</u>	<u>144,792.30</u>	<u>70.58%</u>	<u>60,340.70</u>	<u>205,133.00</u>	29.42%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	0.00	7,525.00	75.25%	2,475.00	10,000.00	24.75%
70900	SUPPLIES	171.13	3,072.95	37.47%	5,127.05	8,200.00	62.52%
73010	NEWSLETTER	4,735.00	18,940.00	98.95%	200.00	19,140.00	1.04%
73020	OUTSIDE PRINTING	1,003.04	2,104.38	70.14%	895.62	3,000.00	29.85%
73290	HOSPITALITY	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>200.00</u>	<u>200.00</u>	100.00%
	Total PUBLIC RELATIONS	5,909.17	31,642.33	78.05%	8,897.67	40,540.00	21.95%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	116.55	7,363.19	56.63%	5,636.81	13,000.00	43.36%
73150	PERFORMERS	0.00	250.00	25.00%	750.00	1,000.00	75.00%
73155	LICENSING	0.00	1,624.23	95.54%	75.77	1,700.00	4.45%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	140.84	1,695.98	77.09%	504.02	2,200.00	22.91%
73150	PERFORMERS	0.00	1,335.00	53.40%	1,165.00	2,500.00	46.60%
15	TEEN						
70900	SUPPLIES	110.25	951.59	95.15%	48.41	1,000.00	4.84%
20	YOUTH SERVICES						
70900	SUPPLIES	656.49	8,292.12	82.92%	1,707.88	10,000.00	17.07%
73150	PERFORMERS	0.00	1,180.00	78.66%	320.00	1,500.00	21.33%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	38.87	1,190.94	79.39%	309.06	1,500.00	20.60%
73150	PERFORMERS	<u>0.00</u>	<u>205.00</u>	<u>82.00%</u>	<u>45.00</u>	<u>250.00</u>	18.00%
	Total GENERAL PROGRAMMING	1,063.00	24,088.05	69.52%	10,561.95	34,650.00	30.48%
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	259.84	1,353.04	19.12%	5,721.96	7,075.00	80.87%
73320	CCS SHARED COST	(580.88)	53,610.32	82.43%	11,419.68	65,030.00	17.56%
73330	CONSULTING - COMPUTER SERVICES	0.00	1,856.50	34.83%	3,473.50	5,330.00	65.16%
73340	SOFTWARE	0.00	10,034.00	100.00%	0.00	10,034.00	0.00%

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Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
10 - GENERAL/CORPORATE  
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			Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
	73350	INTERNET LINES	(747.94)	10,084.15	90.84%	1,015.85	11,100.00	9.15%
	79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	4,966.00	4,966.00	100.00%
1		Dundee Library						
	00	DEPARTMENT-WIDE						
	73350	INTERNET LINES	151.85	1,658.35	61.64%	1,031.65	2,690.00	38.35%
2		Randall Oaks						
	00	DEPARTMENT-WIDE						
	73350	INTERNET LINES	151.85	1,658.35	61.64%	1,031.65	2,690.00	38.35%
		Total COMPUTER	(765.28)	80,254.71	73.69%	28,660.29	108,915.00	26.31%
55		PROFESSIONAL FEES						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	73246	PAYROLL SERVICE	667.64	8,281.59	82.81%	1,718.41	10,000.00	17.18%
	73410	LEGAL FEES	0.00	5,296.10	35.30%	9,703.90	15,000.00	64.69%
	73420	AUDIT EXPENSE	0.00	8,570.00	88.35%	1,130.00	9,700.00	11.64%
	73430	OTHER PROFESSIONAL FEES	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
		Total PROFESSIONAL FEES	667.64	22,147.69	60.35%	14,552.31	36,700.00	39.65%
61		MAINTENANCE						
	0	District Wide						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINTENANCE	0.00	6,739.22	62.83%	3,985.56	10,724.78	37.16%
	73310	CATALOGING - COMPUTER SERVICE	583.43	6,417.73	89.13%	782.27	7,200.00	10.86%
	73530	EQUIPMENT MAINTENANCE	0.00	283.88	21.83%	1,016.12	1,300.00	78.16%
	73640	FUEL	63.08	539.06	53.90%	460.94	1,000.00	46.09%
	79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	5.65	5.65	100.00%
1		Dundee Library						
	00	DEPARTMENT-WIDE						
	73301	COMPUTER MAINTENANCE	265.88	24,500.30	101.09%	(265.88)	24,234.42	(1.09)%
	73500	BUILDING REPAIRS AND MAINTENANCE	1,284.00	14,443.39	48.14%	15,556.61	30,000.00	51.85%
	73530	EQUIPMENT MAINTENANCE	0.00	498.75	24.56%	1,531.25	2,030.00	75.43%
	73540	CONTRACTS: BUILDING MAINTENANCE	941.57	43,092.35	96.69%	1,472.65	44,565.00	3.30%
2		Randall Oaks						

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
10 - GENERAL/CORPORATE  
From 5/1/2019 Through 5/31/2019

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		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY1819 Percent Used</u>	<u>FY1819 \$ Remaining</u>	<u>Total Working Budget - FY1819</u>	<u>Percent Total Budget Remaining FY1819</u>
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINTENANCE	0.00	19,023.15	100.00%	0.00	19,023.15	0.00%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	500.00	500.00	100.00%
73530	EQUIPMENT MAINTENANCE	0.00	0.00	0.00%	300.00	300.00	100.00%
	Total MAINTENANCE	<u>3,137.96</u>	<u>115,537.83</u>	<u>82.01%</u>	<u>25,345.17</u>	<u>140,883.00</u>	<u>17.99%</u>
65	UTILITIES						
0	District Wide						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	90.68	1,368.69	38.23%	2,211.31	3,580.00	61.76%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	1,128.99	12,437.70	98.71%	162.30	12,600.00	1.28%
73610	ELECTRICITY	3,378.45	38,235.71	95.58%	1,764.29	40,000.00	4.41%
73620	WATER AND SEWER	0.00	2,992.35	59.84%	2,007.65	5,000.00	40.15%
73630	GAS	203.38	3,178.74	63.57%	1,821.26	5,000.00	36.42%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	<u>174.50</u>	<u>1,917.13</u>	<u>87.14%</u>	<u>282.87</u>	<u>2,200.00</u>	<u>12.85%</u>
	Total UTILITIES	<u>4,976.00</u>	<u>60,130.32</u>	<u>87.94%</u>	<u>8,249.68</u>	<u>68,380.00</u>	<u>12.06%</u>
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIPMENT	151.45	1,412.31	12.60%	9,787.69	11,200.00	87.39%
73300	COMPUTER EQUIPMENT	305.44	2,604.31	16.85%	12,845.69	15,450.00	83.14%
73340	SOFTWARE	543.00	11,422.03	55.61%	9,115.97	20,538.00	44.38%
60	PURCHASING, ACQUISITIONS, TECH SERVICES						
73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00%	225.00	225.00	100.00%
1	Dundee Library						
20	YOUTH SERVICES						
73270	FURNITURE & EQUIPMENT	2,286.09	24,508.23	87.52%	3,491.77	28,000.00	12.47%
2	Randall Oaks						
80	RANDALL OAKS						

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Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
10 - GENERAL/CORPORATE  
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		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00%	500.00	500.00	100.00%
	Total CAPITAL EXPENSE	3,285.98	39,946.88	52.62%	35,966.12	75,913.00	47.38%
	Total Expenditures	200,144.78	2,658,060.15	80.23%	655,003.90	3,313,064.05	19.77%
	Net Increase(Decrease) in Fund Balance	(177,939.50)	687,060.37	1,505.78%	(641,432.42)	45,627.95	(1,405.78)%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
20 - FICA  
From 5/1/2019 Through 5/31/2019

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		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY1819 Percent Used</u>	<u>FY1819 \$ Remaining</u>	<u>Total Working Budget - FY1819</u>	<u>Percent Total Budget Remaining FY1819</u>
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	0.00	99,890.59	99.89%	109.41	100,000.00	0.10%
44010	INTEREST & DIVIDEND INCOME	72.97	727.47	3,637.35%	(707.47)	20.00	(3,537.35)%
	Total REVENUES	<u>72.97</u>	<u>100,618.06</u>	<u>100.60%</u>	<u>(598.06)</u>	<u>100,020.00</u>	<u>(0.60)%</u>
	Total Revenues	<u>72.97</u>	<u>100,618.06</u>	<u>100.60%</u>	<u>(598.06)</u>	<u>100,020.00</u>	<u>(0.60)%</u>
	Expenditures						
15	PERSONNEL						
	SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52212	DIST. F.I.C.A./MEDICARE EXPENSE	9,886.08	116,582.01	83.27%	23,417.99	140,000.00	16.72%
	Total PERSONNEL SERVICES/BENEFITS	<u>9,886.08</u>	<u>116,582.01</u>	<u>83.27%</u>	<u>23,417.99</u>	<u>140,000.00</u>	<u>16.73%</u>
	Total Expenditures	<u>9,886.08</u>	<u>116,582.01</u>	<u>83.27%</u>	<u>23,417.99</u>	<u>140,000.00</u>	<u>16.73%</u>
	Net Increase(Decrease) in Fund Balance	<u>(9,813.11)</u>	<u>(15,963.95)</u>	<u>39.92%</u>	<u>(24,016.05)</u>	<u>(39,980.00)</u>	<u>60.07%</u>



**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
30 - IMRF  
From 5/1/2019 Through 5/31/2019

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		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	0.00	119,875.28	99.89%	124.72	120,000.00	0.10%
44010	INTEREST & DIVIDEND INCOME	129.66	1,101.62	5,508.10%	(1,081.62)	20.00	(5,408.10)%
	Total REVENUES	<u>129.66</u>	<u>120,976.90</u>	<u>100.80%</u>	<u>(956.90)</u>	<u>120,020.00</u>	<u>(0.80)%</u>
	Total Revenues	<u>129.66</u>	<u>120,976.90</u>	<u>100.80%</u>	<u>(956.90)</u>	<u>120,020.00</u>	<u>(0.80)%</u>
	Expenditures						
15	PERSONNEL						
	SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52121	DIST. I.M.R.F. EXPENDITURES	10,025.40	132,624.62	78.01%	37,375.38	170,000.00	21.98%
	Total PERSONNEL SERVICES/BENEFITS	<u>10,025.40</u>	<u>132,624.62</u>	<u>78.01%</u>	<u>37,375.38</u>	<u>170,000.00</u>	<u>21.99%</u>
	Total Expenditures	<u>10,025.40</u>	<u>132,624.62</u>	<u>78.01%</u>	<u>37,375.38</u>	<u>170,000.00</u>	<u>21.99%</u>
	Net Increase(Decrease) in Fund Balance	<u>(9,895.74)</u>	<u>(11,647.72)</u>	<u>23.30%</u>	<u>(38,332.28)</u>	<u>(49,980.00)</u>	<u>76.69%</u>

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
70 - CAPITAL PROJECTS/SPECIAL RESERVE  
From 5/1/2019 Through 5/31/2019

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		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INTEREST & DIVIDEND INCOME	4,509.74	44,162.74	294.41%	(29,162.74)	15,000.00	(194.41)%
	Total REVENUES	4,509.74	44,162.74	294.42%	(29,162.74)	15,000.00	(194.42)%
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
40000	TRANSFER IN	0.00	191,950.00	99.99%	0.05	191,950.05	0.00%
	Total TRANSFERS BETWEEN FUNDS	0.00	191,950.00	100.00%	0.05	191,950.05	0.00%
	Total Revenues	4,509.74	236,112.74	114.09%	(29,162.69)	206,950.05	(14.09)%
	Expenditures						
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	8,696.92	8,696.92	22.29%	30,303.08	39,000.00	77.70%
	Total COMPUTER	8,696.92	8,696.92	22.30%	30,303.08	39,000.00	77.70%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73430	OTHER PROFESSIONAL FEES	0.00	0.00	0.00%	30,718.00	30,718.00	100.00%
	Total PROFESSIONAL FEES	0.00	0.00	0.00%	30,718.00	30,718.00	100.00%
61	MAINTENANCE						
0	District Wide						
00	DEPARTMENT-WIDE						
73520	PLANT OPERATION	0.00	5,560.50	32.70%	11,439.50	17,000.00	67.29%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	1,003.00	4.01%	23,997.00	25,000.00	95.98%
	Total MAINTENANCE	0.00	6,563.50	15.63%	35,436.50	42,000.00	84.37%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
70 - CAPITAL PROJECTS/SPECIAL RESERVE  
From 5/1/2019 Through 5/31/2019

Attachment to Exhibit A.1.c

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
73270	FURNITURE & EQUIPMENT	0.00	23,452.10	42.64%	31,547.90	55,000.00	57.35%
	Total CAPITAL EXPENSE	0.00	23,452.10	42.64%	31,547.90	55,000.00	57.36%
	Total Expenditures	8,696.92	38,712.52	23.22%	128,005.48	166,718.00	76.78%
	Net Increase(Decrease) in Fund Balance	(4,187.18)	197,400.22	490.65%	(157,168.17)	40,232.05	(390.65)%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
80 - WORKING CASH  
From 5/1/2019 Through 5/31/2019

Attachment to Exhibit A.1.c

		Month Activity	Year Activity	FY1819 Percent Used	FY1819 \$ Remaining	Total Working Budget - FY1819	Percent Total Budget Remaining FY1819
Revenues							
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INTEREST & DIVIDEND INCOME	225.54	2,597.23	185.51%	(1,197.23)	1,400.00	(85.51)%
	Total REVENUES	<u>225.54</u>	<u>2,597.23</u>	<u>185.52%</u>	<u>(1,197.23)</u>	<u>1,400.00</u>	<u>(85.52)%</u>
	Total Revenues	<u>225.54</u>	<u>2,597.23</u>	<u>185.52%</u>	<u>(1,197.23)</u>	<u>1,400.00</u>	<u>(85.52)%</u>
	Net Increase(Decrease) in Fund Balance	<u>225.54</u>	<u>2,597.23</u>	<u>185.51%</u>	<u>(1,197.23)</u>	<u>1,400.00</u>	<u>(85.51)%</u>

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin with Appropriation FY1819  
90 - DONATION / GIFT  
From 5/1/2019 Through 5/31/2019

Attachment to Exhibit A.1.c

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY1819 Percent Used</u>	<u>FY1819 \$ Remaining</u>	<u>Total Working Budget - FY1819</u>	<u>Percent Total Budget Remaining FY1819</u>
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INTEREST & DIVIDEND INCOME	361.49	4,181.85	190.08%	(1,981.85)	2,200.00	(90.08)%
49010	MONETARY GIFT	<u>0.00</u>	<u>6,122.13</u>	<u>1,224.42%</u>	<u>(5,622.13)</u>	<u>500.00</u>	<u>(1,124.42)%</u>
	Total REVENUES	<u>361.49</u>	<u>10,303.98</u>	<u>381.63%</u>	<u>(7,603.98)</u>	<u>2,700.00</u>	<u>(281.63)%</u>
	Total Revenues	<u>361.49</u>	<u>10,303.98</u>	<u>381.63%</u>	<u>(7,603.98)</u>	<u>2,700.00</u>	<u>(281.63)%</u>
	Net Increase(Decrease) in Fund Balance	<u>361.49</u>	<u>10,303.98</u>	<u>381.62%</u>	<u>(7,603.98)</u>	<u>2,700.00</u>	<u>(281.62)%</u>

**Fox River Valley Public Library District**  
Revenue Summary - All Funds Combined - Budget v Actual Revenues FY1819  
From 5/1/2019 Through 5/31/2019

Attachment to Exhibit A.1.d

		Month Activity	Year Activity	Percent Budget Received FY1819	Total Budget - FY1819	Budget \$ Remaining FY1819	Percent Total Budget Remaining - FY1819
	Revenues						
40000	TRANSFER IN	0.00	191,950.00	99.99%	191,950.05	0.05	(0.00)%
43010	TAX LEVY	0.00	3,305,445.55	99.88%	3,309,106.70	3,661.15	(0.11)%
43020	PERSONAL PROPERTY REPLACEMENT TAX	12,838.33	47,070.64	104.60%	45,000.00	(2,070.64)	4.60%
43500	IMPACT FEES	0.00	2,625.82	0.00%	0.00	(2,625.82)	0.00%
44010	INTEREST & DIVIDEND INCOME	8,648.80	98,210.64	241.66%	40,640.00	(57,570.64)	141.66%
45010	PER CAPITA GRANT	0.00	86,672.50	100.00%	86,672.50	0.00	0.00%
45011	E-RATE GRANT	0.00	6,667.74	88.90%	7,500.00	832.26	(11.10)%
46020	FINES & RECOVERY FEES	2,453.63	25,111.13	38.63%	65,000.00	39,888.87	(61.37)%
46030	LOST / DAMAGED / RECOVERY	669.08	5,492.73	109.85%	5,000.00	(492.73)	9.85%
46110	MEETING ROOM RENTAL FEE	0.00	40.00	10.00%	400.00	360.00	(90.00)%
46115	PROGRAM REVENUE	62.00	92.00	0.00%	0.00	(92.00)	0.00%
46200	PRINTING REVENUE	1,687.02	17,003.92	94.46%	18,000.00	996.08	(5.53)%
46210	FAX REVENUE	199.00	2,541.55	112.95%	2,250.00	(291.55)	12.96%
46300	TAXABLE INCOME	17.80	398.05	99.31%	400.80	2.75	(0.69)%
46400	MISCELLANEOUS INCOME	12.99	630.21	0.00%	0.00	(630.21)	0.00%
46450	REIMBURSEMENTS	90.00	10,666.99	142.22%	7,500.00	(3,166.99)	42.23%
46500	CASH OVER	10.03	101.83	40.73%	250.00	148.17	(59.27)%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	816.00	8,886.00	92.44%	9,612.00	726.00	(7.55)%
49010	MONETARY GIFT	0.00	6,122.13	1,224.42%	500.00	(5,622.13)	1,124.43%
	Total Revenues	<u>27,504.68</u>	<u>3,815,729.43</u>	<u>100.68%</u>	<u>3,789,782.05</u>	<u>(25,947.38)</u>	0.68%
	Net Increase(Decrease) in Fund Balance	<u>27,504.68</u>	<u>3,815,729.43</u>	<u>100.68%</u>	<u>3,789,782.05</u>	<u>(25,947.38)</u>	0.68%

Fox River Valley Public Library District  
Revenue Summary - All Funds Combined - Revenue by Period - Posted Transactions Only  
From 7/1/2018 Through 6/30/2019

	7/1/2018 - 7/31/2018	8/1/2018 - 8/31/2018	9/1/2018 - 9/30/2018	10/1/2018 - 10/31/2018	11/1/2018 - 11/30/2018	12/1/2018 - 12/31/2018	1/1/2019 - 1/31/2019	2/1/2019 - 2/28/2019	3/1/2019 - 3/31/2019	4/1/2019 - 4/30/2019	5/1/2019 - 5/31/2019	6/1/2019 - 6/30/2019	Total
Revenues													
TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	191,950.00	0.00	0.00	191,950.00
TAX LEVY	1,762,410.04	34,801.90	991,764.41	487,342.59	29,126.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,305,445.55
PERSONAL PROPERTY REPLACEMENT TAX	7,257.15	733.46	0.00	6,567.46	0.00	1,606.00	5,384.43	0.00	2,123.85	10,559.96	12,838.33	0.00	47,070.64
IMPACT FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,625.82	0.00	0.00	2,625.82
INTEREST & DIVIDEND INCOME	1,607.68	8,372.30	3,727.51	11,123.59	6,368.06	3,680.66	21,649.14	13,674.89	9,353.80	10,004.21	8,648.80	0.00	98,210.64
PER CAPITA GRANT	86,672.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86,672.50
E-RATE GRANT	0.00	0.00	0.00	889.74	0.00	5,778.00	0.00	0.00	0.00	0.00	0.00	0.00	6,667.74
FINES & RECOVERY FEES	2,079.17	2,007.99	1,614.86	2,833.20	1,765.82	1,655.70	2,299.27	2,367.88	3,054.07	2,979.54	2,453.63	0.00	25,111.13
LOST / DAMAGED / RECOVERY	320.79	289.59	258.34	268.78	459.70	391.89	782.06	537.17	985.16	530.17	669.08	0.00	5,492.73
MEETING ROOM RENTAL FEE	0.00	40.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00
PROGRAM REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12.00	18.00	62.00	0.00	92.00
PRINTING REVENUE	1,409.35	1,841.60	1,334.65	1,602.90	1,169.70	1,355.20	1,130.80	1,859.15	1,746.55	1,867.00	1,687.02	0.00	17,003.92
FAX REVENUE	245.00	285.00	211.25	223.00	323.70	149.00	178.00	182.80	273.00	271.80	199.00	0.00	2,541.55
TAXABLE INCOME	45.00	53.35	18.25	95.60	(36.40)	27.85	32.25	19.35	36.00	89.00	17.80	0.00	398.05
MISCELLANEOUS INCOME	0.00	0.00	0.00	29.80	101.98	0.00	0.00	13.64	471.80	0.00	12.99	0.00	630.21
REIMBURSEMENTS	0.00	0.00	0.00	0.00	1,517.59	0.00	0.00	243.00	5,202.40	3,614.00	90.00	0.00	10,666.99
CASH OVER	3.80	20.15	12.80	5.76	7.20	3.67	4.26	4.56	21.67	7.93	10.03	0.00	101.83
RETIRED EMPLOYEE REIMBURSEMENTS	801.00	801.00	801.00	801.00	801.00	801.00	816.00	816.00	816.00	816.00	816.00	0.00	8,886.00
MONETARY GIFT	150.00	5,764.13	120.00	0.00	5.00	0.00	0.00	0.00	0.00	83.00	0.00	0.00	6,122.13
Total Revenues	1,863,001.48	55,010.47	999,863.07	511,783.42	41,609.96	15,448.97	32,276.21	19,718.44	24,096.30	225,416.43	27,504.68	0.00	3,815,729.43
Net Increase(Decrease) in Fund Balance	1,863,001.48	55,010.47	999,863.07	511,783.42	41,609.96	15,448.97	32,276.21	19,718.44	24,096.30	225,416.43	27,504.68	0.00	3,815,729.43

**Fox River Valley Public Library District**  
Expenditure Summary - All Funds Combined - Budget v Actual Expenditures FY1819  
From 5/1/2019 Through 5/31/2019

Attachment to Exhibit A.1.f

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY1819 Percent Used</u>	<u>Total Budget - FY1819</u>	<u>FY1819 \$ Remaining</u>	<u>FY1819 Budget % Remaining</u>
	Expenditures						
15	Personnel Expenses						
15	PERSONNEL	161,941.95	1,870,798.38	80.63%	2,320,000.00	449,201.62	19.36%
	SERVICES/BENEFITS						
	Total Personnel Expenses	161,941.95	1,870,798.38	80.64%	2,320,000.00	449,201.62	19.36%
20	Library Materials						
20	LIBRARY MATERIALS	25,761.59	325,978.29	81.49%	400,000.00	74,021.71	18.51%
	Total Library Materials	25,761.59	325,978.29	81.49%	400,000.00	74,021.71	18.51%
50	Operating Expenses						
51	LIBRARY OPERATIONS	14,078.25	144,792.30	70.58%	205,133.00	60,340.70	29.42%
52	PUBLIC RELATIONS	5,909.17	31,642.33	78.05%	40,540.00	8,897.67	21.95%
53	GENERAL PROGRAMMING	1,063.00	24,088.05	69.51%	34,650.00	10,561.95	30.48%
54	COMPUTER	7,931.64	88,951.63	60.13%	147,915.00	58,963.37	39.86%
55	PROFESSIONAL FEES	667.64	22,147.69	32.85%	67,418.00	45,270.31	67.15%
	Total Operating Expenses	29,649.70	311,622.00	62.87%	495,656.00	184,034.00	37.13%
60	Building Expenses						
61	MAINTENANCE	3,137.96	122,101.33	66.76%	182,883.00	60,781.67	33.24%
65	UTILITIES	4,976.00	60,130.32	87.93%	68,380.00	8,249.68	12.06%
	Total Building Expenses	8,113.96	182,231.65	72.53%	251,263.00	69,031.35	27.47%
70	Capital Expense						
70	CAPITAL EXPENSE	3,285.98	63,398.98	48.42%	130,913.00	67,514.02	51.57%
	Total Capital Expense	3,285.98	63,398.98	48.43%	130,913.00	67,514.02	51.57%
	Total Expenditures	228,753.18	2,754,029.30	76.55%	3,597,832.00	843,802.70	23.45%
	Net Increase(Decrease) in Fund Balance	<u>(228,753.18)</u>	<u>(2,754,029.30)</u>	<u>76.54%</u>	<u>(3,597,832.00)</u>	<u>(843,802.70)</u>	<u>(23.45)%</u>



**Fox River Valley Public Library District**  
Expenditure Summary - All Funds Combined - Budget v Actual Expenses by Location FY1819  
From 5/1/2019 Through 5/31/2019

Attachment to Exhibit A.1.g

		Month Activity	Year Activity	FY1819 Percent Used	Total Budget - FY1819	FY1819 Budget \$ Remaining	Percent Total Budget Remaining - FY1819
	Expenditures						
0	District Wide						
15	Personnel Expenses	83,225.82	965,159.67	78.64%	1,227,302.00	262,142.33	21.36%
20	Library Materials	6,105.07	121,757.94	81.36%	149,650.00	27,892.06	18.64%
50	Operating Expenses	20,782.60	220,393.69	53.89%	408,963.35	188,569.66	46.11%
60	Building Expenses	737.19	20,909.08	51.23%	40,810.43	19,901.35	48.77%
70	Capital Expense	999.89	38,890.75	57.69%	67,413.00	28,522.25	42.31%
	Total District Wide	111,850.57	1,367,111.13	72.18%	1,894,138.78	527,027.65	27.82%
1	Dundee Library						
15	Personnel Expenses	67,467.90	772,753.86	83.32%	927,360.00	154,606.14	16.67%
20	Library Materials	14,204.43	161,292.42	81.09%	198,900.00	37,607.58	18.91%
50	Operating Expenses	3,208.47	28,139.61	55.54%	50,662.65	22,523.04	44.46%
60	Building Expenses	7,202.27	140,382.29	74.50%	188,429.42	48,047.13	25.50%
70	Capital Expense	2,286.09	24,508.23	87.52%	28,000.00	3,491.77	12.47%
	Total Dundee Library	94,369.16	1,127,076.41	80.89%	1,393,352.07	266,275.66	19.11%
2	Randall Oaks						
15	Personnel Expenses	11,248.23	132,884.85	80.37%	165,338.00	32,453.15	19.63%
20	Library Materials	5,452.09	42,927.93	83.43%	51,450.00	8,522.07	16.56%
50	Operating Expenses	5,658.63	63,088.70	88.81%	71,030.00	7,941.30	11.18%
60	Building Expenses	174.50	20,940.28	95.08%	22,023.15	1,082.87	4.92%
70	Capital Expense	0.00	0.00	0.00%	500.00	500.00	100.00%
	Total Randall Oaks	22,533.45	259,841.76	83.73%	310,341.15	50,499.39	16.27%
	Total Expenditures	228,753.18	2,754,029.30	76.55%	3,597,832.00	843,802.70	23.45%
	Net Increase(Decrease) in Fund Balance	(228,753.18)	(2,754,029.30)	76.54%	(3,597,832.00)	(843,802.70)	(23.45)%

Fox River Valley Public Library District  
Expenditure Summary - All Funds Combined - Expenditures by Period - Posted Transactions Only  
From 7/1/2018 Through 6/30/2019

	7/1/2018 - 7/31/2018	8/1/2018 - 8/31/2018	9/1/2018 - 9/30/2018	10/1/2018 - 10/31/2018	11/1/2018 - 11/30/2018	12/1/2018 - 12/31/2018	1/1/2019 - 1/31/2019	2/1/2019 - 2/28/2019	3/1/2019 - 3/31/2019	4/1/2019 - 4/30/2019	5/1/2019 - 5/31/2019	6/1/2019 - 6/30/2019	Total
Expenditures													
Personnel Expenses													
PERSONNEL SERVICES/BENEFITS	97,522.42	239,250.32	158,768.67	161,375.71	162,338.34	164,425.40	162,979.89	162,384.46	233,805.38	166,005.84	161,941.95	0.00	1,870,798.38
Library Materials													
LIBRARY MATERIALS	62,362.39	39,248.12	17,186.24	23,256.68	32,441.17	23,375.12	24,791.48	24,024.32	24,866.33	28,664.85	25,761.59	0.00	325,978.29
Operating Expenses													
LIBRARY OPERATIONS	10,504.15	13,171.18	11,023.39	13,265.49	12,559.70	24,368.42	13,432.80	10,926.91	10,384.79	11,077.22	14,078.25	0.00	144,792.30
PUBLIC RELATIONS	2,076.68	5,082.50	757.99	2,516.68	228.30	5,630.79	2,679.29	4,840.99	70.00	1,849.94	5,909.17	0.00	31,642.33
GENERAL PROGRAMMING	2,025.77	2,902.36	1,774.28	1,552.19	1,348.43	5,131.45	1,391.18	1,875.18	1,859.29	3,164.92	1,063.00	0.00	24,088.05
COMPUTER	7,975.95	6,647.65	7,532.93	7,035.45	6,691.95	6,681.86	16,720.62	6,534.88	6,568.97	8,629.73	7,931.64	0.00	88,951.63
PROFESSIONAL FEES	637.07	851.80	616.15	10,326.47	659.49	1,064.22	677.39	3,822.78	895.44	1,929.24	667.64	0.00	22,147.69
Building Expenses													
MAINTENANCE	1,045.82	3,391.45	47,612.27	2,807.44	8,737.03	2,668.69	18,569.75	13,950.36	14,934.31	5,246.25	3,137.96	0.00	122,101.33
UTILITIES	5,003.24	6,050.07	5,536.76	6,111.36	5,114.32	5,567.77	5,242.83	5,522.01	5,453.42	5,552.54	4,976.00	0.00	60,130.32
Capital Expense													
CAPITAL EXPENSE	453.03	8,181.22	13,371.64	8,306.04	1,831.99	1,057.38	2,255.98	4,853.88	1,961.50	17,840.34	3,285.98	0.00	63,398.98
Total Expenditures	189,606.52	324,776.67	264,180.32	236,553.51	231,950.72	239,971.10	248,741.21	238,735.77	300,799.43	249,960.87	228,753.18	0.00	2,754,029.30
Net Increase(Decrease) in Fund Balance	(189,606.52)	(324,776.67)	(264,180.32)	(236,553.51)	(231,950.72)	(239,971.10)	(248,741.21)	(238,735.77)	(300,799.43)	(249,960.87)	(228,753.18)	0.00	(2,754,029.30)

Fox River Valley Public Library District

Attachment to Exhibit A.1.i

Balance Sheet  
As of 5/31/2019

		Current Year
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	791,058.97
20	FICA	32,102.45
30	IMRF	63,818.49
70	CAPITAL PROJECTS/SPECIAL RESERVE	362,956.95
80	WORKING CASH	338.92
90	DONATION / GIFT	6,210.82
	Total Checking Accounts	1,256,486.60
Other Cash		
10900	CASH ON HAND DUNDEE	
10	GENERAL/CORPORATE	260.00
10901	CASH ON HAND RANDALL OAKS	
10	GENERAL/CORPORATE	174.00
	Total Other Cash	434.00
Investments		
10500	INVESTMENT ACCOUNTS	
10	GENERAL/CORPORATE	1,167,058.70
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,554,703.37
80	WORKING CASH	149,785.57
90	DONATION / GIFT	236,004.93
	Total Investments	4,107,552.57
	Total Cash and Investments	5,364,473.17
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	10,815.00
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	13,918.50
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	29,523.77
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	113.58
14300	GRANT RECEIVABLES	
10	GENERAL/CORPORATE	86,672.50
	Total Other Assets	141,043.35
	Total Assets	5,505,516.52
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	15,783.30
70	CAPITAL PROJECTS/SPECIAL RESERVE	302.82
22052	CREDIT CARD PAYABLE FINNERAN	
10	GENERAL/CORPORATE	38.78
22054	CREDIT CARD PAYABLE HARO	
10	GENERAL/CORPORATE	63.08
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	169.31
22056	CREDIT CARD PAYABLE WERLE	
10	GENERAL/CORPORATE	32.49
22062	CREDIT CARD PAYABLE PACINI	
10	GENERAL/CORPORATE	58.30
22068	CREDIT CARD PAYABLE ZABSKI	
10	GENERAL/CORPORATE	500.00
22074	CREDIT CARD PAYABLE KATSION	
10	GENERAL/CORPORATE	491.00
22075	CREDIT CARD PAYABLE BERGER	
10	GENERAL/CORPORATE	158.53

Return to Agenda

Fox River Valley Public Library District

Attachment to Exhibit A.1.i

Balance Sheet  
As of 5/31/2019

		Current Year
22076	CREDIT CARD PAYABLE CORTES	
10	GENERAL/CORPORATE	38.45
22079	CREDIT CARD PAYABLE REDDING	
10	GENERAL/CORPORATE	21.96
22080	CREDIT CARD PAYABLE POWESIAK	
10	GENERAL/CORPORATE	11.00
22082	CREDIT CARD PAYABLE CARAPIA	
10	GENERAL/CORPORATE	72.08
22083	CREDIT CARD PAYABLE BOYER	
10	GENERAL/CORPORATE	150.00
27700	DEFERRED OTHER	
10	GENERAL/CORPORATE	816.00
27800	DEFERRED GRANTS	
10	GENERAL/CORPORATE	86,672.50
27900	DEFERRED TAXES	
10	GENERAL/CORPORATE	32,055.78
20	FICA	1,112.84
30	IMRF	1,214.06
	Total Liabilities	139,762.28
	Fund Balance	
10	GENERAL/CORPORATE	1,962,462.46
20	FICA	30,989.61
30	IMRF	62,604.43
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,917,357.50
80	WORKING CASH	150,124.49
90	DONATION / GIFT	242,215.75
	Total Fund Balance	5,365,754.24
	Total Liabilities and Fund Balance	5,505,516.52


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As of:

Investment Inventory Month End

Fox Rvr Valley All Agg (111383)

05/31/2019

## FR Valley Investment Holdings

Description	Purchase/Settle Date	Maturity Date	Current Face Value	Coupon Rate	Purchase Yield	Identifier	Market Value	FDIC Number	Rating	% of Market Value
MMDA12	---	05/31/2019	0.00	0.000	---	MMDA12	10,936.50	---	NA	0.264%
Discover Bank	07/06/2017	07/12/2019	150,000.00	1.650	1.672	BBG00H2MWQ44	149,883.00	5649	A-1+	3.614%
Capital One Bank (Usa), National Association	09/27/2017	10/04/2019	245,000.00	1.700	1.700	BBG00HTM5PM7	244,399.75	33954	A-2	5.893%
Synchrony Bank	12/19/2017	10/07/2019	8,000.00	1.950	2.068	BBG003FSZV17	7,987.12	27314	NA	0.193%
Compass Bank	11/28/2018	11/29/2019	187,000.00	2.700	2.717	BBVASM	187,267.41	19048	A-2	4.516%
First Commercial Bank	07/14/2017	01/31/2020	240,000.00	1.650	1.669	BBG00H3PC072	238,768.80	57069	A-1+	5.758%
Belmont Financial Group, Inc.	09/27/2017	04/13/2020	245,000.00	1.700	1.690	BBG00HTMCM73	243,439.35	58165	NA	5.870%
Medallion Bank	10/20/2017	04/20/2020	145,000.00	1.750	1.766	BBG00HW3T669	144,116.95	57449	NA	3.475%
United Prairie Bank	10/25/2017	04/24/2020	245,000.00	1.750	1.752	BBG00HYYJ4Z3	243,483.45	10958	NA	5.871%
Wells Fargo Bank, National Association	07/02/2018	06/29/2020	200,000.00	2.800	2.822	BBG00L4VQYG0	200,734.00	3511	A-2	4.840%
Capital One, National Association	07/14/2017	07/20/2020	240,000.00	1.850	1.865	BBG00H433JS6	238,368.00	4297	A-2	5.748%
Comenity Capital Bank	09/27/2017	10/05/2020	245,000.00	1.950	1.951	BBG00HT9QXN5	243,316.85	57570	NA	5.867%
First National Bank	07/02/2018	12/29/2020	200,000.00	2.850	2.868	BBG00L95RN39	201,146.00	17011	NA	4.850%
Morgan Stanley Bank, N.A.	01/25/2018	01/25/2021	215,000.00	2.450	2.450	BBG00JRX CZG8	214,881.75	32992	A-2	5.182%
Sallie Mae Bank	04/24/2019	04/26/2021	125,000.00	2.450	2.470	SALLMA	124,893.75	58177	A-2	3.012%
ConnectOne Bank	05/10/2018	05/10/2021	155,000.00	2.850	2.867	BBG00KRWF MW5	156,036.95	57919	NA	3.763%
Bar Harbor Bank & Trust	07/02/2018	06/29/2021	200,000.00	3.000	3.015	BBG00L778555	202,012.00	11971	NA	4.871%
Ally Bank	08/16/2018	08/16/2021	135,000.00	3.000	3.014	BBG00LNR4S8	136,414.80	57803	NA	3.289%
Citibank (South Dakota), National Association	01/25/2019	01/25/2022	168,000.00	2.900	2.923	C	169,587.60	7213	A-2	4.089%
FEDERAL FARM CREDIT BANKS FUNDING CORP	02/01/2018	02/01/2022	230,000.00	2.500	2.500	BBG00JVR1F45	230,002.30	---	AA+	5.546%
JPMorgan Chase Bank, National Association	03/18/2019	03/15/2022	108,000.00	2.750	2.763	BBG00NGL5DP4	108,293.76	628	A-2	2.611%
Merrick Bank Corporation	03/20/2019	03/21/2022	108,000.00	2.650	2.663	MERICK	108,334.80	34519	NA	2.612%
Citibank (South Dakota), National Association	04/02/2019	04/03/2023	82,000.00	2.750	2.772	BBG00NNGKFW7	82,296.84	7213	A-2	1.984%
Morgan Stanley Private Bank, National Association	04/11/2019	04/11/2023	150,000.00	2.700	2.724	MS	150,256.50	34221	A-1	3.623%
FEDERAL HOME LOAN MORTGAGE CORP	04/25/2019	04/25/2023	110,000.00	2.750	2.746	BBG00NSOL1V8	110,140.80	---	AA+	2.656%
---	---	01/08/2021	4,136,000.00	2.319	2.330	---	4,146,999.03	---	A	100.000%

\* Grouped by: Account

\* Groups Sorted by: Account

\* Weighted by: Current Face Value

\* Holdings Displayed by: Position by Account

**B.1 Working Budget Fiscal Year 2019-20**

RECOMMENDED **MOTION**: I move to approve the Working Budget for Fiscal Year 2019-2020.

**BACKGROUND INFORMATION:**

The Working Budget is an internal “operating budget” developed by the Director and staff taking into account planned and reasonably expected income and expenditures for the upcoming year. It includes projections of usual and necessary operating expenses as well as anticipated improvements or investments in technology, equipment, and facilities.

Approval of the Final Working Budget by the Board establishes the realistic spending limits intended by the Board barring the occurrence of unexpected spending needs. It is not a legally required document, but provides a plan for how the library will use current revenues received for daily operations, plus anticipated spending of reserve funds. All individual items and contracts over the \$10,000 authorized spending limit of the Director are brought to the Board for approval prior to expenditure.

EXHIBIT B.1. Page 1 is a summary of all revenues and expenditures combining all funds, including a column predicting end-of-year totals based upon YTD posted expenditures.

EXHIBIT B.1. Pages 2 through 18 detail each of the Library’s funds’ revenues and expenditures for the past five years, as a comparison to what we expect to receive and spend with our Proposed FY1920 Budget.

Fox River Valley Public Library District  
Statement of Revenues and Expenditures FY1415 through FY1920

	FY1415	FY1516	FY1617	FY1718	FY1819			FY1920			
	Actual Totals	Actual Totals	Actual Totals	Actual Totals	Working Budget	Expected End of Year Totals	Expected End of Year Savings vs Budget	Proposed Budget	FY1920 Budget vs FY1819 Expected End of Year Totals	FY1920 Budget vs FY1819 Budget	Notes
REVENUES	\$3,271,526	\$3,432,635	\$3,647,773	\$3,418,527	\$3,597,832	\$3,629,595	0.9%	\$3,709,919	2.2%	3.1%	2.7% increase in property tax receipts due to new construction, despite PTELL of 2.1%
Total Revenues	\$3,271,526	\$3,432,635	\$3,647,773	\$3,418,527	\$3,597,832	\$3,629,595	0.9%	\$3,709,919	2.2%	3.1%	
PERSONNEL	\$1,923,705	\$2,100,240	\$2,045,157	\$1,955,711	\$2,320,000	\$2,041,902	(12.0%)	\$2,360,000	15.6%	1.7%	Assumes full staffing entire FY1920; 2.2% increase in salary budget
LIBRARY MATERIALS	\$333,104	\$344,895	\$341,769	\$345,365	\$400,000	\$362,549	(9.4%)	\$410,000	13.1%	2.5%	\$10,000 increase in Materials Budget
LIBRARY OPERATIONS	\$136,489	\$104,960	\$95,534	\$164,246	\$205,133	\$158,183	(22.9%)	\$233,782	47.8%	14.0%	Additional copiers & print expense, Corner 68 equipment & supplies
PUBLIC RELATIONS	\$31,191	\$32,505	\$33,464	\$37,072	\$40,540	\$34,490	(14.9%)	\$40,600	17.7%	0.1%	
GENERAL PROGRAMMING	\$27,853	\$29,871	\$23,895	\$19,822	\$34,650	\$26,256	(24.2%)	\$43,700	66.4%	26.1%	Additional programming supplies & performers
COMPUTER	\$181,257	\$182,169	\$141,988	\$93,041	\$147,915	\$96,958	(34.5%)	\$151,259	56.0%	2.3%	
PROFESSIONAL FEES	\$51,262	\$206,362	\$147,810	\$25,839	\$67,418	\$24,141	(64.2%)	\$89,678	271.5%	33.0%	\$55K in Professional Fees from the Special Reserve Fund for future planning
MAINTENANCE	\$275,121	\$207,741	\$208,291	\$127,434	\$182,883	\$133,090	(27.2%)	\$182,170	36.9%	(0.4%)	
UTILITIES	\$40,544	\$37,243	\$57,883	\$61,049	\$68,380	\$65,542	(4.2%)	\$68,880	5.1%	0.7%	
CAPITAL EXPENSE	\$0	\$0	\$0	\$39,916	\$130,913	\$69,105	(47.2%)	\$129,850	87.9%	(0.8%)	ATS furniture, software & computer equipment
Total Expenditures	\$3,000,526	\$3,245,987	\$3,095,791	\$2,869,494	\$3,597,832	\$3,012,216	(16.3%)	\$3,709,919	23.2%	3.1%	
Actual Increase (Decrease) in Fund Balance	\$271,000	\$186,649	\$551,982	\$549,033	\$0	\$617,379		\$0			
Budgeted Increase (Decrease) in Fund Balance	(\$302,655)	(\$437,737)	(\$307,190)	(\$48,193)	\$0	\$0		\$0			FY1920 Balanced Budget

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY1920 - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2019 Through 6/30/2020

Attachment to Exhibit B.1

		<u>FY1415 Actual</u>	<u>FY1516 Actual</u>	<u>FY1617 Actual</u>	<u>FY1718 Actual</u>	<u>FY1819 THRU 5/31/19</u>	<u>Total Working Budget - FY1819</u>	<u>Total Working Budget - FY1920</u>	<u>Yr over Yr Change</u>
00	Revenues								
00	REVENUES								
00	District Wide								
00	DEPARTMENT-WIDE								
43010	TAX LEVY	2,772,857.84	2,765,125.50	2,821,629.84	2,972,860.22	3,085,679.68	3,089,106.70	3,168,496.00	2.56%
43020	PERSONAL PROPERTY REPLACEMENT TAX	47,494.32	71,473.67	51,999.70	43,510.75	47,070.64	45,000.00	45,000.00	0.00%
43030	TAX INCREMENT FINANCING (TIF) REVENUE	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00%
43500	IMPACT FEES	1,905.00	54,887.82	9,432.00	3,262.00	2,625.82	0.00	0.00	0.00%
44010	INTEREST & DIVIDEND INCOME	18,521.53	22,339.83	22,532.00	36,056.15	45,439.73	22,000.00	40,000.50	81.82%
44011	MARKET VALUE ADJUSTMENT	(1,562.53)	(395.35)	(1,409.39)	(10,691.04)	0.00	0.00	0.00	0.00%
45010	PER CAPITA GRANT	86,672.50	86,672.50	53,449.20	53,836.80	86,672.50	86,672.50	86,672.50	0.00%
45011	E-RATE GRANT	0.00	2,412.96	11,765.89	889.74	6,667.74	7,500.00	7,500.00	0.00%
45020	OTHER GRANTS	0.00	4,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00%
45030	SRC SPONSORSHIP	0.00	0.00	1,125.00	3,704.60	0.00	0.00	0.00	0.00%
46010	NON RESIDENT FEES	227.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
46020	FINES & RECOVERY FEES	66,583.11	66,854.88	64,615.63	48,700.16	25,111.13	65,000.00	10,000.00	(84.61)%
46030	LOST / DAMAGED / RECOVERY	4,793.25	6,042.34	5,141.18	4,299.71	5,492.73	5,000.00	5,000.00	0.00%
46050	MATERIAL RECOVERY FEES (REFERRAL)	270.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
46110	MEETING ROOM RENTAL FEE	475.00	370.00	250.00	150.00	40.00	400.00	100.00	(75.00)%
46115	PROGRAM REVENUE	0.00	0.00	0.00	220.00	92.00	0.00	0.00	0.00%
46200	PRINTING REVENUE	16,258.73	19,266.77	18,404.63	17,882.91	17,003.92	18,000.00	30,000.00	66.66%
46210	FAX REVENUE	2,102.00	2,540.29	2,479.80	2,620.00	2,541.55	2,250.00	3,000.00	33.33%
46300	TAXABLE INCOME	564.50	576.66	368.50	446.90	398.05	400.80	400.00	(0.19)%
46400	MISCELLANEOUS INCOME	150.54	540.64	33.63	1,899.56	630.21	0.00	0.00	0.00%
46450	REIMBURSEMENTS	3,856.29	452.93	10,081.65	4,582.87	10,666.99	7,500.00	10,000.00	33.33%
46500	CASH OVER	71.72	235.54	158.39	173.67	101.83	250.00	250.00	0.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	9,048.00	9,138.00	8,459.00	7,113.00	9,702.00	9,612.00	20,000.00	108.07%
	Total REVENUES	<u>3,030,290.55</u>	<u>3,112,534.98</u>	<u>3,090,516.65</u>	<u>3,191,518.00</u>	<u>3,345,936.52</u>	<u>3,358,692.00</u>	<u>3,428,419.00</u>	2.08%
	Total Revenues	<u>3,030,290.55</u>	<u>3,112,534.98</u>	<u>3,090,516.65</u>	<u>3,191,518.00</u>	<u>3,345,936.52</u>	<u>3,358,692.00</u>	<u>3,428,419.00</u>	2.08%



**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY1920 - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2019 Through 6/30/2020

Attachment to Exhibit B.1

		<u>FY1415 Actual</u>	<u>FY1516 Actual</u>	<u>FY1617 Actual</u>	<u>FY1718 Actual</u>	<u>FY1819 THRU 5/31/19</u>	<u>Total Working Budget - FY1819</u>	<u>Total Working Budget - FY1920</u>	<u>Yr over Yr Change</u>
	Expenditures								
01	TRANSFERS BETWEEN FUNDS								
0	District Wide								
00	DEPARTMENT-WIDE								
70000	TRANSFER OUT	0.00	0.00	2,000,000.00	613,895.00	191,950.00	191,950.05	118,336.00	(38.35)%
	Total TRANSFERS BETWEEN FUNDS	0.00	0.00	2,000,000.00	613,895.00	191,950.00	191,950.05	118,336.00	(38.35)%
15	PERSONNEL SERVICES/BENEFITS								
0	District Wide								
00	DEPARTMENT-WIDE								
52100	SALARIES	1,372,100.10	1,522,754.32	0.00	0.00	0.00	0.00	0.00	0.00%
52101	SALARIES - MAINTENANCE	117,669.41	127,253.92	0.00	0.00	0.00	0.00	0.00	0.00%
52120	EMPLOYEE INSURANCES	140,611.80	139,899.45	125,710.65	115,519.06	111,317.21	170,000.00	150,000.00	(11.76)%
52122	REIMBURSED INSURANCES	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	0.00%
52123	WORKERS COMP	13,090.50	9,983.00	7,988.50	4,923.00	5,644.50	9,154.00	6,500.00	(28.99)%
52124	UNEMPLOYMENT INSURANCE	6,946.74	4,246.48	4,084.43	5,499.15	6,224.16	8,000.00	6,000.00	(25.00)%
52130	STAFF DEVELOPMENT	11,144.53	6,708.20	4,363.92	1,941.39	2,685.70	3,000.00	3,000.00	0.00%
52150	DIRECTOR'S CONFERENCE	3,359.32	1,870.80	300.00	1,880.23	1,321.51	3,000.00	4,000.00	33.33%
52160	TUITION REIMBURSEMENT	481.13	0.00	0.00	0.00	3,180.00	3,000.00	2,000.00	(33.33)%
73295	MEETING EXPENSE	0.00	0.00	0.00	2,735.73	2,686.00	2,750.00	3,000.00	9.09%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	5,050.00	0.00%
05	ADMINISTRATION								
52100	SALARIES	0.00	0.00	296,748.27	355,883.44	313,184.21	375,714.00	304,326.00	(19.00)%
52130	STAFF DEVELOPMENT	0.00	0.00	1,759.56	1,022.65	1,559.74	3,096.00	3,250.00	4.97%
40	PUBLIC RELATIONS								
52100	SALARIES	0.00	0.00	88,303.37	8,084.16	38,386.52	58,588.00	61,481.00	4.93%
52130	STAFF DEVELOPMENT	0.00	100.00	0.00	270.00	0.00	0.00	0.00	0.00%
50	IT / NETWORK								
52100	SALARIES	0.00	0.00	90,140.13	69,483.80	22,525.40	33,615.00	54,531.00	62.22%
52130	STAFF DEVELOPMENT	0.00	380.00	1,689.13	1,660.59	0.00	0.00	0.00	0.00%
60	PURCHASING, ACQUISITIONS, TECH SERVICES								
52100	SALARIES	0.00	0.00	138,489.21	110,852.26	95,698.92	114,946.00	121,687.00	5.86%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY1920 - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2019 Through 6/30/2020

Attachment to Exhibit B.1

		FY1415 Actual	FY1516 Actual	FY1617 Actual	FY1718 Actual	FY1819 THRU 5/31/19	Total Working Budget - FY1819	Total Working Budget - FY1920	Yr over Yr Change
90	FACILITIES								
52100	SALARIES	0.00	0.00	120,068.49	115,808.32	114,045.97	131,526.00	104,462.00	(20.57)%
52130	STAFF DEVELOPMENT	0.00	1,065.00	600.00	0.00	0.00	0.00	0.00	0.00%
1	Dundee Library								
10	ADULT & TEEN SERVICES								
52100	SALARIES	0.00	0.00	262,017.90	284,517.53	301,429.43	391,920.00	406,443.00	3.70%
52130	STAFF DEVELOPMENT	0.00	1,359.32	0.00	2,441.72	35.00	2,500.00	6,000.00	140.00%
20	YOUTH SERVICES								
52100	SALARIES	0.00	0.00	251,906.01	253,487.50	253,535.76	306,565.00	311,292.00	1.54%
52130	STAFF DEVELOPMENT	0.00	581.20	0.00	0.00	1,764.38	5,000.00	4,700.00	(6.00)%
70	ACCOUNT SERVICES								
52100	SALARIES	0.00	0.00	182,113.29	193,601.08	184,933.58	203,110.00	267,617.00	31.75%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00	2,166.07	0.00	500.00	2,000.00	300.00%
75	SHELVERS								
52100	SALARIES	0.00	0.00	29,951.94	30,959.56	31,055.71	36,155.00	39,000.00	7.86%
2	Randall Oaks								
80	RANDALL OAKS								
52100	SALARIES	0.00	0.00	166,708.57	133,253.55	132,884.85	147,861.00	169,161.00	14.40%
52130	STAFF DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00%
	Total PERSONNEL SERVICES/BENEFITS	1,665,403.53	1,816,201.69	1,772,943.37	1,695,990.79	1,624,098.55	2,010,000.00	2,060,000.00	2.49%
20	LIBRARY MATERIALS								
0	District Wide								
00	DEPARTMENT-WIDE								
60900	MATERIALS SUPPLIES	8,326.75	10,487.33	8,518.99	10,355.21	5,237.97	10,120.00	9,000.00	(11.06)%
61500	ELECTRONIC RESOURCES	88,083.82	70,909.89	69,617.12	48,636.47	52,350.95	55,286.00	60,000.00	8.52%
61510	EBOOKS	16,504.18	20,720.64	25,369.41	12,750.26	24,743.64	39,850.00	39,850.00	0.00%
61520	DOWNLOADABLE MEDIA	7,800.00	7,800.00	8,034.00	18,480.97	26,036.72	26,000.00	26,000.00	0.00%
64100	PROC FEES BOOKS	0.00	3,201.00	3,111.55	3,556.80	3,402.92	4,000.00	4,000.00	0.00%
64200	PROC FEES AV	0.00	0.00	0.00	0.00	6,701.75	7,017.95	8,000.00	13.99%
64500	ONLINE ORDERING FEE	1,480.00	1,480.00	1,480.00	1,664.50	1,664.50	1,900.00	1,900.00	0.00%
69990	CONTINGENT-LIBRARY MATERIALS	0.00	0.00	0.00	0.00	0.00	2,744.00	6,050.00	120.48%
05	ADMINISTRATION								
61120	BOOKS NF	767.60	107.26	180.90	183.60	187.73	200.00	100.00	(50.00)%
61200	PERIODICALS	1,156.22	1,120.22	1,405.20	1,692.20	1,784.70	1,800.00	2,000.00	11.11%
1	Dundee Library								
00	DEPARTMENT-WIDE								
61117	BOOKS LEASED	0.00	0.00	0.00	2,056.82	2,134.80	3,000.00	3,000.00	0.00%
61200	PERIODICALS	6,171.29	6,262.03	4,968.19	5,256.45	4,673.29	5,700.00	5,500.00	(3.50)%

**Fox River Valley Public Library District**  
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		FY1415 Actual	FY1516 Actual	FY1617 Actual	FY1718 Actual	FY1819 THRU 5/31/19	Total Working Budget - FY1819	Total Working Budget - FY1920	Yr over Yr Change
61600	GAMES	5,979.22	7,692.57	5,950.68	7,384.29	12,020.60	15,000.00	15,000.00	0.00%
10	ADULT & TEEN SERVICES								
61110	BOOKS FICTION	3,941.29	5,497.24	26,325.18	24,429.11	25,325.63	27,000.00	27,000.00	0.00%
61111	BOOKS LARGE TYPE	0.00	0.00	4,655.74	3,250.00	1,762.92	3,000.00	3,000.00	0.00%
61118	BOOKS F STANDING ORDER	16,735.68	19,593.92	0.00	0.00	0.00	0.00	0.00	0.00%
61120	BOOKS NF	19,872.69	17,630.50	14,258.25	15,491.17	14,445.57	15,000.00	15,000.00	0.00%
61121	BOOKS NF LARGE PRINT	0.00	0.00	192.79	568.87	0.00	0.00	0.00	0.00%
61128	BOOKS NF STANDING ORDER	9,199.43	8,763.80	0.00	0.00	0.00	0.00	0.00	0.00%
61130	BOOKS FOREIGN LANGUAGE	1,487.44	4,486.74	3,700.25	3,967.60	3,236.99	4,000.00	4,000.00	0.00%
61330	AUDIOBOOKS	7,996.37	7,743.07	6,614.94	6,803.77	6,408.36	7,000.00	7,000.00	0.00%
61350	MUSIC	1,187.92	2,841.31	2,013.08	2,086.42	3,257.92	4,000.00	5,000.00	25.00%
61400	DVD	19,122.08	18,590.53	20,634.40	27,297.39	18,216.17	25,750.00	17,000.00	(33.98)%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00%
64350	PROC FEES MUSIC	390.60	952.65	636.20	646.70	288.65	288.65	0.00	(100.00)%
64400	PROC FEES DVDS	3,900.20	3,666.80	4,032.05	6,120.50	947.55	947.55	0.00	(100.00)%
15	TEEN								
61100	BOOKS	6,895.62	7,222.72	7,390.63	6,946.40	5,845.34	7,000.00	6,500.00	(7.14)%
61130	BOOKS FOREIGN LANGUAGE	0.00	0.00	0.00	1,800.38	2,284.22	3,000.00	3,000.00	0.00%
61330	AUDIOBOOKS	0.00	0.00	0.00	0.00	2,530.39	3,000.00	3,000.00	0.00%
20	YOUTH SERVICES								
61100	BOOKS	30,210.55	40,429.04	63,732.34	60,368.54	45,809.63	50,000.00	54,000.00	8.00%
61130	BOOKS FOREIGN LANGUAGE	3,676.99	5,702.55	7,642.06	6,198.32	6,090.22	8,000.00	8,000.00	0.00%
61300	AUDIOBOOKS JUV	1,499.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
61330	AUDIOBOOKS	0.00	5,909.64	1,021.44	1,317.38	1,954.05	2,000.00	1,500.00	(25.00)%
61350	MUSIC	139.10	426.21	484.43	820.48	1,277.62	1,500.00	1,000.00	(33.33)%
61400	DVD	4,618.76	4,817.21	2,786.31	7,192.97	5,436.08	8,000.00	10,000.00	25.00%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00	4,210.88	1,973.89	3,750.00	3,000.00	(20.00)%
64350	PROC FEES MUSIC	42.50	127.30	155.90	284.35	0.00	0.00	0.00	0.00%
64400	PROC FEES DVDS	1,418.40	1,260.30	643.20	2,286.30	507.15	507.15	0.00	(100.00)%
2	Randall Oaks								
00	DEPARTMENT-WIDE								
61200	PERIODICALS	947.42	1,023.75	1,018.58	981.58	1,247.67	1,250.00	1,100.00	(12.00)%
61600	GAMES	5,976.66	6,843.15	5,176.92	6,891.35	3,441.65	5,000.00	5,000.00	0.00%
10	ADULT & TEEN SERVICES								

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		FY1415 Actual	FY1516 Actual	FY1617 Actual	FY1718 Actual	FY1819 THRU 5/31/19	Total Working Budget - FY1819	Total Working Budget - FY1920	Yr over Yr Change
61110	BOOKS FICTION	1,951.25	1,481.81	5,813.51	7,870.25	8,416.62	9,000.00	10,000.00	11.11%
61118	BOOKS F STANDING ORDER	9,069.40	7,088.97	0.00	0.00	0.00	0.00	0.00	0.00%
61120	BOOKS NF	5,970.04	5,830.05	1,968.74	2,981.96	2,487.14	3,000.00	3,000.00	0.00%
61400	DVD	12,765.40	11,913.88	10,641.14	7,080.16	5,151.15	6,250.00	4,000.00	(36.00)%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	0.00%
64400	PROC FEES DVDS	2,610.10	2,314.30	2,084.90	1,558.80	280.00	280.00	0.00	(100.00)%
15	TEEN								
61100	BOOKS	1,985.43	1,979.72	2,462.05	2,479.55	2,898.52	3,000.00	4,000.00	33.33%
61330	AUDIOBOOKS	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00%
20	YOUTH SERVICES								
61100	BOOKS	18,667.96	14,910.56	14,846.59	19,326.50	14,651.14	19,000.00	19,000.00	0.00%
61130	BOOKS FOREIGN LANGUAGE	0.00	0.00	0.00	0.00	2,030.00	2,100.00	2,000.00	(4.76)%
61400	DVD	3,448.65	4,786.40	1,797.38	1,628.41	2,148.70	2,500.00	3,000.00	20.00%
61700	NONTRADITIONAL MATERIALS	0.00	0.00	0.00	0.00	1,065.15	2,000.00	1,500.00	(25.00)%
64400	PROC FEES DVDS	1,108.30	1,279.45	403.95	461.00	258.70	258.70	0.00	(100.00)%
	Total LIBRARY MATERIALS	333,104.38	344,894.51	341,768.99	345,364.66	332,614.36	400,000.00	410,000.00	2.50%
51	LIBRARY OPERATIONS								
0	District Wide								
00	DEPARTMENT-WIDE								
70800	POSTAGE	4,949.47	4,116.10	4,139.04	3,347.03	1,800.40	5,000.00	3,000.00	(40.00)%
70900	SUPPLIES	8,935.87	9,103.80	9,864.28	10,779.95	11,280.27	13,500.00	27,000.00	100.00%
73200	TELEPHONE & FAX	13,249.18	14,019.81	0.00	0.00	0.00	0.00	0.00	0.00%
73215	COPIER/PRINT EXPENSE	8,492.06	12,352.31	6,907.34	0.00	0.00	0.00	0.00	0.00%
73225	PUBLIC LIABILITY INSURANCE	13,031.50	24,176.08	23,883.11	23,939.50	21,478.00	24,000.00	24,000.00	0.00%
73230	TRANSPORTATION REIMBURSEMENT	5,772.71	6,513.56	3,677.67	4,146.52	3,867.22	4,000.00	4,000.00	0.00%
73240	BOARD EXPENSES	3,492.41	2,060.16	777.55	1,246.10	1,145.38	2,000.00	2,000.00	0.00%
73241	LEGAL NOTICES FEES	1,060.51	947.90	989.23	956.64	659.87	2,000.00	2,000.00	0.00%
73242	MEMBERSHIPS	3,418.00	3,182.00	2,400.00	2,970.00	2,580.00	3,000.00	3,075.00	2.50%
73245	BACKGROUND CHECK FEES	0.00	0.00	0.00	315.00	238.00	800.00	800.00	0.00%
73250	BANK CHARGES	2,310.39	1,775.33	1,626.09	1,360.18	812.88	2,500.00	3,772.00	50.88%
73255	INVESTMENT FEES	3,872.19	5,081.12	4,407.90	5,508.11	6,300.35	7,000.00	7,000.00	0.00%
73258	MATERIALS RECOVERY FEE	1,655.82	3,533.13	6,107.71	3,114.60	1,038.20	5,000.00	2,500.00	(50.00)%

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		<u>FY1415 Actual</u>	<u>FY1516 Actual</u>	<u>FY1617 Actual</u>	<u>FY1718 Actual</u>	<u>FY1819 THRU 5/31/19</u>	<u>Total Working Budget - FY1819</u>	<u>Total Working Budget - FY1920</u>	<u>Yr over Yr Change</u>
73260	LOST & PAID FORWARDING	1,248.06	744.80	266.19	600.18	1,256.29	500.00	1,000.00	100.00%
73270	FURNITURE & EQUIPMENT	9,163.17	3,776.17	6,528.72	0.00	0.00	0.00	0.00	0.00%
73280	COST OF ITEMS SOLD	224.96	586.42	345.56	394.76	365.63	500.00	500.00	0.00%
73281	SALES TAX EXPENSE	67.29	43.00	33.00	26.00	36.00	100.00	50.00	(50.00)%
73285	REIMBURSED PURCHASES	0.00	0.00	9,816.43	4,919.77	6,492.68	7,500.00	10,000.00	33.33%
73290	HOSPITALITY	202.48	281.96	121.81	137.15	40.62	1,250.00	1,250.00	0.00%
76500	CASH UNDER	0.00	168.78	105.41	145.15	75.94	250.00	250.00	0.00%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00	0.00	0.00	2,730.35	6,380.00	133.66%
05	ADMINISTRATION								
73242	MEMBERSHIPS	0.00	0.00	729.00	760.00	2,143.00	2,670.00	2,670.00	0.00%
10	ADULT & TEEN SERVICES								
73242	MEMBERSHIPS	0.00	222.00	0.00	0.00	0.00	0.00	0.00	0.00%
20	YOUTH SERVICES								
73242	MEMBERSHIPS	0.00	40.00	0.00	0.00	0.00	0.00	0.00	0.00%
30	PUBLIC SERVICE								
70900	SUPPLIES	3,562.69	5,226.67	4,473.00	6,868.98	2,364.73	11,350.00	10,425.00	(8.14)%
40	PUBLIC RELATIONS								
73242	MEMBERSHIPS	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00%
50	IT / NETWORK								
73242	MEMBERSHIPS	0.00	209.00	137.00	0.00	150.00	120.00	0.00	(100.00)%
60	PURCHASING, ACQUISITIONS, TECH SERVICES								
73242	MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00	220.00	0.00%
73270	FURNITURE & EQUIPMENT	0.00	0.00	99.99	0.00	0.00	0.00	0.00	0.00%
70	ACCOUNT SERVICES								
73242	MEMBERSHIPS	0.00	165.00	0.00	0.00	0.00	0.00	0.00	0.00%
90	FACILITIES								
70900	SUPPLIES	0.00	0.00	0.00	8,943.34	7,935.08	10,000.00	10,000.00	0.00%
73242	MEMBERSHIPS	0.00	271.00	421.00	0.00	0.00	0.00	0.00	0.00%
1	Dundee Library								
00	DEPARTMENT-WIDE								
70900	SUPPLIES	0.00	0.00	0.00	304.14	301.50	500.00	0.00	(100.00)%
73215	COPIER/PRINT EXPENSE	0.00	0.00	0.00	6,636.66	2,905.83	5,000.00	18,000.00	260.00%
73270	FURNITURE & EQUIPMENT	0.00	0.00	4,900.00	0.00	0.00	0.00	0.00	0.00%
73520	PLANT OPERATION	0.00	0.00	0.00	12,086.92	9,019.24	26,167.65	25,000.00	(4.46)%

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10	ADULT & TEEN SERVICES								
73242	MEMBERSHIPS	0.00	0.00	0.00	269.00	440.00	380.00	750.00	97.36%
20	YOUTH SERVICES								
73242	MEMBERSHIPS	0.00	0.00	0.00	0.00	360.00	500.00	500.00	0.00%
73270	FURNITURE & EQUIPMENT	0.00	390.42	599.94	0.00	0.00	0.00	0.00	0.00%
70	ACCOUNT SERVICES								
73242	MEMBERSHIPS	0.00	0.00	177.00	213.00	0.00	225.00	250.00	11.11%
73270	FURNITURE & EQUIPMENT	0.00	408.95	806.49	0.00	0.00	0.00	0.00	0.00%
2	Randall Oaks								
00	DEPARTMENT-WIDE								
73215	COPIER/PRINT EXPENSE	0.00	0.00	0.00	4,773.61	551.91	1,700.00	2,000.00	17.64%
73505	RENT EXPENSE	0.00	0.00	0.00	59,482.50	59,482.50	64,890.00	64,890.00	0.00%
80	RANDALL OAKS								
73242	MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00%
73270	FURNITURE & EQUIPMENT	0.00	349.98	199.98	0.00	0.00	0.00	0.00	0.00%
	Total LIBRARY OPERATIONS	<u>84,708.76</u>	<u>99,845.45</u>	<u>94,540.44</u>	<u>164,244.79</u>	<u>145,121.52</u>	<u>205,133.00</u>	<u>233,782.00</u>	<u>13.97%</u>
52	PUBLIC RELATIONS								
0	District Wide								
00	DEPARTMENT-WIDE								
70800	POSTAGE	8,120.00	8,825.00	8,215.00	8,225.00	7,525.00	10,000.00	10,000.00	0.00%
70900	SUPPLIES	5,447.56	6,348.71	3,352.90	7,931.16	3,072.95	8,200.00	8,200.00	0.00%
73010	NEWSLETTER	13,613.06	15,703.00	20,599.00	18,940.00	18,940.00	19,140.00	19,200.00	0.31%
73020	OUTSIDE PRINTING	3,943.84	1,541.71	1,229.25	1,975.85	2,104.38	3,000.00	3,000.00	0.00%
73290	HOSPITALITY	<u>66.85</u>	<u>86.14</u>	<u>67.91</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>	<u>200.00</u>	<u>0.00%</u>
	Total PUBLIC RELATIONS	<u>31,191.31</u>	<u>32,504.56</u>	<u>33,464.06</u>	<u>37,072.01</u>	<u>31,642.33</u>	<u>40,540.00</u>	<u>40,600.00</u>	<u>0.15%</u>
53	GENERAL PROGRAMMING								
0	District Wide								
00	DEPARTMENT-WIDE								
70900	SUPPLIES	6,307.00	12,438.47	8,438.27	7,953.58	7,363.19	13,000.00	18,000.00	38.46%
73150	PERFORMERS	2,250.00	1,975.00	568.00	0.00	250.00	1,000.00	1,000.00	0.00%
73155	LICENSING	0.00	0.00	0.00	0.00	1,624.23	1,700.00	1,700.00	0.00%
40	PUBLIC RELATIONS								
73150	PERFORMERS	0.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00%
1	Dundee Library								
10	ADULT & TEEN SERVICES								
70900	SUPPLIES	1,165.67	573.04	629.48	572.49	1,695.98	2,200.00	2,500.00	13.63%
73150	PERFORMERS	225.00	375.00	1,025.00	790.88	1,335.00	2,500.00	2,500.00	0.00%

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15	TEEN								
70900	SUPPLIES	1,199.51	1,231.86	925.35	1,316.54	951.59	1,000.00	1,500.00	50.00%
73150	PERFORMERS	0.00	100.00	0.00	0.00	0.00	0.00	0.00	0.00%
20	YOUTH SERVICES								
70900	SUPPLIES	13,519.13	10,979.31	9,910.98	6,879.05	8,292.12	10,000.00	13,000.00	30.00%
73150	PERFORMERS	0.00	82.00	0.00	1,099.00	1,180.00	1,500.00	2,500.00	66.66%
2	Randall Oaks								
00	DEPARTMENT-WIDE								
70900	SUPPLIES	2,986.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
73150	PERFORMERS	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
80	RANDALL OAKS								
70900	SUPPLIES	0.00	1,716.60	2,178.30	1,210.27	1,190.94	1,500.00	1,000.00	(33.33)%
73150	PERFORMERS	<u>0.00</u>	<u>100.00</u>	<u>220.00</u>	<u>0.00</u>	<u>205.00</u>	<u>250.00</u>	<u>0.00</u>	(100.00)%
	Total GENERAL PROGRAMMING	27,852.55	29,871.28	23,895.38	19,821.81	24,088.05	34,650.00	43,700.00	26.12%
54	COMPUTER								
0	District Wide								
00	DEPARTMENT-WIDE								
70900	SUPPLIES	0.00	0.00	0.00	1,368.91	1,353.04	7,075.00	7,160.00	1.20%
73300	COMPUTER EQUIPMENT	4,027.30	5,906.43	3,177.32	0.00	0.00	0.00	0.00	0.00%
73301	COMPUTER MAINTENANCE	17,770.93	8,480.92	9,031.86	0.00	0.00	0.00	0.00	0.00%
73310	CATALOGING - COMPUTER SERVICE	10,243.88	7,360.45	6,132.00	0.00	0.00	0.00	0.00	0.00%
73320	CCS SHARED COST	61,279.31	69,558.07	63,765.00	65,029.44	53,610.32	65,030.00	54,099.00	(16.80)%
73330	CONSULTING - COMPUTER SERVICES	11,150.80	24,915.38	13,552.40	4,796.40	1,856.50	5,330.00	15,000.00	181.42%
73340	SOFTWARE	13,938.18	14,299.57	15,696.83	400.00	10,034.00	10,034.00	18,500.00	84.37%
73350	INTERNET LINES	5,214.86	6,248.10	13,173.90	9,213.02	10,084.15	11,100.00	13,500.00	21.62%
75020	OTHER GRANTS	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00	0.00	0.00	4,966.00	0.00	(100.00)%
1	Dundee Library								
00	DEPARTMENT-WIDE								
73350	INTERNET LINES	0.00	0.00	0.00	1,733.04	1,658.35	2,690.00	3,000.00	11.52%
2	Randall Oaks								
00	DEPARTMENT-WIDE								
73350	INTERNET LINES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,734.98</u>	<u>1,658.35</u>	<u>2,690.00</u>	<u>3,000.00</u>	11.52%
	Total COMPUTER	123,625.26	140,768.92	124,529.31	84,275.79	80,254.71	108,915.00	114,259.00	4.91%
55	PROFESSIONAL FEES								
0	District Wide								
00	DEPARTMENT-WIDE								

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		FY1415 Actual	FY1516 Actual	FY1617 Actual	FY1718 Actual	FY1819 THRU 5/31/19	Total Working Budget - FY1819	Total Working Budget - FY1920	Yr over Yr Change	
	73246	PAYROLL SERVICE	0.00	0.00	0.00	8,188.86	8,281.59	10,000.00	10,000.00	0.00%
	73410	LEGAL FEES	8,697.00	13,845.00	2,310.00	6,930.00	5,296.10	15,000.00	15,000.00	0.00%
	73420	AUDIT EXPENSE	5,600.00	6,705.00	6,900.00	9,970.00	8,570.00	9,700.00	9,875.00	1.80%
	73430	OTHER PROFESSIONAL FEES	11,475.37	19,719.14	7,917.08	0.00	0.00	2,000.00	0.00	(100.00)%
		Total PROFESSIONAL FEES	25,772.37	40,269.14	17,127.08	25,088.86	22,147.69	36,700.00	34,875.00	(4.97)%
61		MAINTENANCE								
0		District Wide								
00		DEPARTMENT-WIDE								
	70900	SUPPLIES	8,961.91	7,800.63	8,136.11	0.00	0.00	0.00	0.00	0.00%
	73301	COMPUTER MAINTENANCE	0.00	0.00	0.00	5,536.71	6,739.22	10,724.78	10,400.00	(3.02)%
	73310	CATALOGING - COMPUTER SERVICE	0.00	0.00	0.00	6,759.33	6,417.73	7,200.00	6,790.00	(5.69)%
	73530	EQUIPMENT MAINTENANCE	0.00	0.00	38,794.77	1,016.33	283.88	1,300.00	1,300.00	0.00%
	73640	FUEL	0.00	0.00	543.63	602.99	539.06	1,000.00	1,000.00	0.00%
	79990	CONTINGENT EXPENSES	0.00	0.00	0.00	0.00	5.65	1,000.00		17,599.11%
1		Dundee Library								
00		DEPARTMENT-WIDE								
	73301	COMPUTER MAINTENANCE	0.00	0.00	0.00	23,080.40	24,500.30	24,234.42	27,105.00	11.84%
	73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	3,500.00	7,813.65	14,443.39	30,000.00	30,000.00	0.00%
	73520	PLANT OPERATION	27,468.48	23,042.29	17,908.12	0.00	0.00	0.00	0.00	0.00%
	73530	EQUIPMENT MAINTENANCE	39,349.76	30,730.40	410.97	1,039.70	498.75	2,030.00	2,000.00	(1.47)%
	73540	CONTRACTS: BUILDING MAINTENANCE	53,664.86	29,085.88	30,762.79	40,020.14	43,092.35	44,565.00	58,830.00	32.00%
2		Randall Oaks								
00		DEPARTMENT-WIDE								
	73301	COMPUTER MAINTENANCE	0.00	0.00	0.00	18,117.27	19,023.15	19,023.15	18,945.00	(0.41)%
	73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00	725.00	0.00	500.00	500.00	0.00%
	73510	RENT EXPENSE-PREPAID	90,000.00	90,000.00	90,000.00	7,500.00	0.00	0.00	0.00	0.00%
	73530	EQUIPMENT MAINTENANCE	58.19	0.00	0.00	0.00	0.00	300.00	300.00	0.00%
80		RANDALL OAKS								
	73500	BUILDING REPAIRS AND MAINTENANCE	0.00	394.12	0.00	0.00	0.00	0.00	0.00	0.00%



**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY1920 - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2019 Through 6/30/2020

Attachment to Exhibit B.1

		<u>FY1415 Actual</u>	<u>FY1516 Actual</u>	<u>FY1617 Actual</u>	<u>FY1718 Actual</u>	<u>FY1819 THRU 5/31/19</u>	<u>Total Working Budget - FY1819</u>	<u>Total Working Budget - FY1920</u>	<u>Yr over Yr Change</u>
	Total MAINTENANCE	<u>219,503.20</u>	<u>181,053.32</u>	<u>190,056.39</u>	<u>112,211.52</u>	<u>115,537.83</u>	<u>140,883.00</u>	<u>158,170.00</u>	12.27%
65	UTILITIES								
0	District Wide								
00	DEPARTMENT-WIDE								
73200	TELEPHONE & FAX	0.00	0.00	15,436.40	1,554.17	1,368.69	3,580.00	3,580.00	0.00%
1	Dundee Library								
00	DEPARTMENT-WIDE								
73200	TELEPHONE & FAX	0.00	0.00	0.00	12,393.35	12,437.70	12,600.00	13,100.00	3.96%
73610	ELECTRICITY	34,548.86	31,723.87	35,533.14	37,964.93	38,235.71	40,000.00	40,000.00	0.00%
73620	WATER AND SEWER	2,649.28	2,971.52	3,622.25	3,900.80	2,992.35	5,000.00	5,000.00	0.00%
73630	GAS	3,345.58	2,548.06	3,291.23	3,170.08	3,178.74	5,000.00	5,000.00	0.00%
2	Randall Oaks								
00	DEPARTMENT-WIDE								
73200	TELEPHONE & FAX	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,065.71</u>	<u>1,917.13</u>	<u>2,200.00</u>	<u>2,200.00</u>	0.00%
	Total UTILITIES	<u>40,543.72</u>	<u>37,243.45</u>	<u>57,883.02</u>	<u>61,049.04</u>	<u>60,130.32</u>	<u>68,380.00</u>	<u>68,880.00</u>	0.73%
70	CAPITAL EXPENSE								
0	District Wide								
00	DEPARTMENT-WIDE								
73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00	10,007.10	1,412.31	11,200.00	11,200.00	0.00%
73300	COMPUTER EQUIPMENT	0.00	0.00	0.00	5,496.72	2,604.31	15,450.00	27,050.00	75.08%
73340	SOFTWARE	0.00	0.00	0.00	16,099.74	11,422.03	20,538.00	0.00	(100.00)%
50	IT / NETWORK								
73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00	97.28	0.00	0.00	0.00	0.00%
60	PURCHASING, ACQUISITIONS, TECH SERVICES								
73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00	190.18	0.00	225.00	0.00	(100.00)%
1	Dundee Library								
10	ADULT & TEEN SERVICES								
73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00	3,094.84	0.00	0.00	6,600.00	0.00%
20	YOUTH SERVICES								
73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00	4,930.00	24,508.23	28,000.00	0.00	(100.00)%
2	Randall Oaks								
80	RANDALL OAKS								
73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	500.00	0.00	(100.00)%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY1920 - Unposted Transactions Included In Report  
10 - GENERAL/CORPORATE  
From 7/1/2019 Through 6/30/2020

	<u>FY1415 Actual</u>	<u>FY1516 Actual</u>	<u>FY1617 Actual</u>	<u>FY1718 Actual</u>	<u>FY1819 THRU 5/31/19</u>	<u>Total Working Budget - FY1819</u>	<u>Total Working Budget - FY1920</u>	<u>Yr over Yr Change</u>
Total CAPITAL EXPENSE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>39,915.86</u>	<u>39,946.88</u>	<u>75,913.00</u>	<u>44,850.00</u>	(40.92)%
Total Expenditures	<u>2,551,705.08</u>	<u>2,722,652.32</u>	<u>4,656,208.04</u>	<u>3,198,930.13</u>	<u>2,667,532.24</u>	<u>3,313,064.05</u>	<u>3,327,452.00</u>	0.43%
Net Increase(Decrease) in Fund Balance	<u>478,585.47</u>	<u>389,882.66</u>	<u>(1,565,691.39)</u>	<u>(7,412.13)</u>	<u>678,404.28</u>	<u>45,627.95</u>	<u>100,967.00</u>	121.28%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY1920 - Unposted Transactions Included In Report  
20 - FICA  
From 7/1/2019 Through 6/30/2020

Attachment to Exhibit B.1

		<u>FY1415 Actual</u>	<u>FY1516 Actual</u>	<u>FY1617 Actual</u>	<u>FY1718 Actual</u>	<u>FY1819 THRU 5/31/19</u>	<u>Total Working Budget - FY1819</u>	<u>Total Working Budget - FY1920</u>	<u>Yr over Yr Change</u>
	Revenues								
00	REVENUES								
0	District Wide								
00	DEPARTMENT-WIDE								
43010	TAX LEVY	95,028.85	104,545.20	149,879.20	99,784.15	99,890.59	100,000.00	110,000.00	10.00%
44010	INTEREST & DIVIDEND INCOME	25.12	17.79	14.97	68.29	727.47	20.00	500.00	2,400.00%
	Total REVENUES	<u>95,053.97</u>	<u>104,562.99</u>	<u>149,894.17</u>	<u>99,852.44</u>	<u>100,618.06</u>	<u>100,020.00</u>	<u>110,500.00</u>	10.48%
	Total Revenues	<u>95,053.97</u>	<u>104,562.99</u>	<u>149,894.17</u>	<u>99,852.44</u>	<u>100,618.06</u>	<u>100,020.00</u>	<u>110,500.00</u>	10.48%
	Expenditures								
15	PERSONNEL								
	SERVICES/BENEFITS								
0	District Wide								
00	DEPARTMENT-WIDE								
52212	DIST. F.I.C.A./MEDICARE EXPENSE	108,932.11	121,091.30	119,740.97	116,103.14	116,582.01	140,000.00	140,000.00	0.00%
	Total PERSONNEL SERVICES/BENEFITS	<u>108,932.11</u>	<u>121,091.30</u>	<u>119,740.97</u>	<u>116,103.14</u>	<u>116,582.01</u>	<u>140,000.00</u>	<u>140,000.00</u>	0.00%
	Total Expenditures	<u>108,932.11</u>	<u>121,091.30</u>	<u>119,740.97</u>	<u>116,103.14</u>	<u>116,582.01</u>	<u>140,000.00</u>	<u>140,000.00</u>	0.00%
	Net Increase(Decrease) in Fund Balance	<u>(13,878.14)</u>	<u>(16,528.31)</u>	<u>30,153.20</u>	<u>(16,250.70)</u>	<u>(15,963.95)</u>	<u>(39,980.00)</u>	<u>(29,500.00)</u>	(26.21)%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY1920 - Unposted Transactions Included In Report  
30 - IMRF  
From 7/1/2019 Through 6/30/2020

Attachment to Exhibit B.1

		<u>FY1415 Actual</u>	<u>FY1516 Actual</u>	<u>FY1617 Actual</u>	<u>FY1718 Actual</u>	<u>FY1819 THRU 5/31/19</u>	<u>Total Working Budget - FY1819</u>	<u>Total Working Budget - FY1920</u>	<u>Yr over Yr Change</u>
	Revenues								
00	REVENUES								
0	District Wide								
00	DEPARTMENT-WIDE								
43010	TAX LEVY	139,450.21	209,093.46	179,864.50	119,733.30	119,875.28	120,000.00	120,000.00	0.00%
44010	INTEREST & DIVIDEND INCOME	22.98	27.36	21.75	96.02	1,101.62	20.00	500.00	2,400.00%
	Total REVENUES	<u>139,473.19</u>	<u>209,120.82</u>	<u>179,886.25</u>	<u>119,829.32</u>	<u>120,976.90</u>	<u>120,020.00</u>	<u>120,500.00</u>	0.40%
	Total Revenues	<u>139,473.19</u>	<u>209,120.82</u>	<u>179,886.25</u>	<u>119,829.32</u>	<u>120,976.90</u>	<u>120,020.00</u>	<u>120,500.00</u>	0.40%
	Expenditures								
15	PERSONNEL								
	SERVICES/BENEFITS								
0	District Wide								
00	DEPARTMENT-WIDE								
52121	DIST. I.M.R.F. EXPENDITURES	149,368.87	162,947.23	152,472.23	143,616.64	132,624.62	170,000.00	160,000.00	(5.88)%
	Total PERSONNEL SERVICES/BENEFITS	<u>149,368.87</u>	<u>162,947.23</u>	<u>152,472.23</u>	<u>143,616.64</u>	<u>132,624.62</u>	<u>170,000.00</u>	<u>160,000.00</u>	(5.88)%
	Total Expenditures	<u>149,368.87</u>	<u>162,947.23</u>	<u>152,472.23</u>	<u>143,616.64</u>	<u>132,624.62</u>	<u>170,000.00</u>	<u>160,000.00</u>	(5.88)%
	Net Increase(Decrease) in Fund Balance	<u>(9,895.68)</u>	<u>46,173.59</u>	<u>27,414.02</u>	<u>(23,787.32)</u>	<u>(11,647.72)</u>	<u>(49,980.00)</u>	<u>(39,500.00)</u>	(20.96)%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY1920 - Unposted Transactions Included In Report  
70 - CAPITAL PROJECTS/SPECIAL RESERVE  
From 7/1/2019 Through 6/30/2020

Attachment to Exhibit B.1

		<u>FY1415 Actual</u>	<u>FY1516 Actual</u>	<u>FY1617 Actual</u>	<u>FY1718 Actual</u>	<u>FY1819 THRU 5/31/19</u>	<u>Total Working Budget - FY1819</u>	<u>Total Working Budget - FY1920</u>	Yr over Yr Change
	Revenues								
00	REVENUES								
0	District Wide								
00	DEPARTMENT-WIDE								
44010	INTEREST & DIVIDEND INCOME	1,783.40	2,069.15	8,326.93	25,725.26	44,162.74	15,000.00	40,000.00	166.66%
44011	MARKET VALUE ADJUSTMENT	(143.48)	(36.30)	(6,813.51)	(23,435.81)	0.00	0.00	0.00	0.00%
46450	REIMBURSEMENTS	<u>2,823.79</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00%
	Total REVENUES	<u>4,463.71</u>	<u>2,032.85</u>	<u>1,513.42</u>	<u>2,289.45</u>	<u>44,162.74</u>	<u>15,000.00</u>	<u>40,000.00</u>	166.67%
01	TRANSFERS BETWEEN FUNDS								
0	District Wide								
00	DEPARTMENT-WIDE								
40000	TRANSFER IN	<u>0.00</u>	<u>0.00</u>	<u>2,000,953.70</u>	<u>614,199.14</u>	<u>191,950.00</u>	<u>191,950.05</u>	<u>118,336.00</u>	(38.35)%
	Total TRANSFERS BETWEEN FUNDS	<u>0.00</u>	<u>0.00</u>	<u>2,000,953.70</u>	<u>614,199.14</u>	<u>191,950.00</u>	<u>191,950.05</u>	<u>118,336.00</u>	(38.35)%
	Total Revenues	<u>4,463.71</u>	<u>2,032.85</u>	<u>2,002,467.12</u>	<u>616,488.59</u>	<u>236,112.74</u>	<u>206,950.05</u>	<u>158,336.00</u>	(23.49)%
	Expenditures								
51	LIBRARY OPERATIONS								
0	District Wide								
00	DEPARTMENT-WIDE								
73270	FURNITURE & EQUIPMENT	0.00	4,119.65	0.00	0.00	0.00	0.00	0.00	0.00%
77020	NEW FURNITURE AND EQUIPMENT	40,662.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total LIBRARY OPERATIONS	<u>40,662.72</u>	<u>4,119.65</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00%
54	COMPUTER								
0	District Wide								
00	DEPARTMENT-WIDE								
73300	COMPUTER EQUIPMENT	57,510.66	41,399.93	17,458.66	8,765.52	8,696.92	39,000.00	27,000.00	(30.76)%
73340	SOFTWARE	<u>121.50</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	0.00%
	Total COMPUTER	<u>57,632.16</u>	<u>41,399.93</u>	<u>17,458.66</u>	<u>8,765.52</u>	<u>8,696.92</u>	<u>39,000.00</u>	<u>37,000.00</u>	(5.13)%
55	PROFESSIONAL FEES								
0	District Wide								
00	DEPARTMENT-WIDE								
73430	OTHER PROFESSIONAL FEES	23,490.00	165,098.20	129,683.35	750.00	0.00	30,718.00	54,803.00	78.40%
	Total PROFESSIONAL FEES	<u>23,490.00</u>	<u>165,098.20</u>	<u>129,683.35</u>	<u>750.00</u>	<u>0.00</u>	<u>30,718.00</u>	<u>54,803.00</u>	78.41%
61	MAINTENANCE								

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY1920 - Unposted Transactions Included In Report  
70 - CAPITAL PROJECTS/SPECIAL RESERVE  
From 7/1/2019 Through 6/30/2020

		<u>FY1415 Actual</u>	<u>FY1516 Actual</u>	<u>FY1617 Actual</u>	<u>FY1718 Actual</u>	<u>FY1819 THRU 5/31/19</u>	<u>Total Working Budget - FY1819</u>	<u>Total Working Budget - FY1920</u>	Yr over Yr Change
0	District Wide								
00	DEPARTMENT-WIDE								
73500	BUILDING REPAIRS AND MAINTENANCE	55,617.95	9,362.92	18,234.13	0.00	0.00	0.00	0.00	0.00%
73520	PLANT OPERATION	0.00	17,325.00	0.00	15,622.04	5,560.50	17,000.00	0.00	(100.00)%
1	Dundee Library								
00	DEPARTMENT-WIDE								
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	1,003.00	25,000.00	24,000.00	(4.00)%
	Total MAINTENANCE	<u>55,617.95</u>	<u>26,687.92</u>	<u>18,234.13</u>	<u>15,622.04</u>	<u>6,563.50</u>	<u>42,000.00</u>	<u>24,000.00</u>	<u>(42.86)%</u>
70	CAPITAL EXPENSE								
0	District Wide								
00	DEPARTMENT-WIDE								
73270	FURNITURE & EQUIPMENT	0.00	0.00	0.00	0.00	23,452.10	55,000.00	85,000.00	54.54%
	Total CAPITAL EXPENSE	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>23,452.10</u>	<u>55,000.00</u>	<u>85,000.00</u>	<u>54.55%</u>
	Total Expenditures	<u>177,402.83</u>	<u>237,305.70</u>	<u>165,376.14</u>	<u>25,137.56</u>	<u>38,712.52</u>	<u>166,718.00</u>	<u>200,803.00</u>	<u>20.44%</u>
	Net Increase(Decrease) in Fund Balance	<u>(172,939.12)</u>	<u>(235,272.85)</u>	<u>1,837,090.98</u>	<u>591,351.03</u>	<u>197,400.22</u>	<u>40,232.05</u>	<u>(42,467.00)</u>	<u>(205.55)%</u>

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY1920 - Unposted Transactions Included In Report  
80 - WORKING CASH  
From 7/1/2019 Through 6/30/2020

		<u>FY1415 Actual</u>	<u>FY1516 Actual</u>	<u>FY1617 Actual</u>	<u>FY1718 Actual</u>	<u>FY1819 THRU 5/31/19</u>	<u>Total Working Budget - FY1819</u>	<u>Total Working Budget - FY1920</u>	Yr over Yr Change
00	Revenues								
00	REVENUES								
00	District Wide								
00	DEPARTMENT-WIDE								
44010	INTEREST & DIVIDEND INCOME	1,200.48	1,447.05	1,811.79	1,979.58	2,597.23	1,400.00	1,500.00	7.14%
44011	MARKET VALUE ADJUSTMENT	(102.90)	(26.03)	(639.48)	(1,372.71)	0.00	0.00	0.00	0.00%
	Total REVENUES	<u>1,097.58</u>	<u>1,421.02</u>	<u>1,172.31</u>	<u>606.87</u>	<u>2,597.23</u>	<u>1,400.00</u>	<u>1,500.00</u>	7.14%
	Total Revenues	<u>1,097.58</u>	<u>1,421.02</u>	<u>1,172.31</u>	<u>606.87</u>	<u>2,597.23</u>	<u>1,400.00</u>	<u>1,500.00</u>	7.14%
	Net Increase(Decrease) in Fund Balance	<u><u>1,097.58</u></u>	<u><u>1,421.02</u></u>	<u><u>1,172.31</u></u>	<u><u>606.87</u></u>	<u><u>2,597.23</u></u>	<u><u>1,400.00</u></u>	<u><u>1,500.00</u></u>	7.14%

**Fox River Valley Public Library District**  
Statement of Revenues and Expenditures - MonFin FY1920 - Unposted Transactions Included In Report  
90 - DONATION / GIFT  
From 7/1/2019 Through 6/30/2020

Attachment to Exhibit B.1

		<u>FY1415 Actual</u>	<u>FY1516 Actual</u>	<u>FY1617 Actual</u>	<u>FY1718 Actual</u>	<u>FY1819 THRU 5/31/19</u>	<u>Total Working Budget - FY1819</u>	<u>Total Working Budget - FY1920</u>	<u>Yr over Yr Change</u>
	Revenues								
00	REVENUES								
0	District Wide								
00	DEPARTMENT-WIDE								
44010	INTEREST & DIVIDEND INCOME	0.00	0.00	850.06	3,509.41	4,181.85	2,200.00	4,000.00	81.81%
44011	MARKET VALUE ADJUSTMENT	0.00	0.00	0.00	(2,162.86)	0.00	0.00	0.00	0.00%
49010	MONETARY GIFT	1,102.00	978.50	221,953.61	3,484.44	6,122.13	500.00	5,000.00	900.00%
49020	MONETARY GIFTS -FRIENDS	45.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	Total REVENUES	<u>1,147.00</u>	<u>978.50</u>	<u>222,803.67</u>	<u>4,830.99</u>	<u>10,303.98</u>	<u>2,700.00</u>	<u>9,000.00</u>	233.33%
	Total Revenues	<u>1,147.00</u>	<u>978.50</u>	<u>222,803.67</u>	<u>4,830.99</u>	<u>10,303.98</u>	<u>2,700.00</u>	<u>9,000.00</u>	233.33%
	Expenditures								
51	LIBRARY OPERATIONS								
0	District Wide								
00	DEPARTMENT-WIDE								
73250	BANK CHARGES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.40</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00%
	Total LIBRARY OPERATIONS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.40</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00%
	Total Expenditures	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1.40</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	0.00%
	Net Increase(Decrease) in Fund Balance	<u><u>1,147.00</u></u>	<u><u>978.50</u></u>	<u><u>222,803.67</u></u>	<u><u>4,829.59</u></u>	<u><u>10,303.98</u></u>	<u><u>2,700.00</u></u>	<u><u>9,000.00</u></u>	233.33%



**C.2 Electronic Resource – Lynda.com contract**

RECOMMENDED **MOTION**: I move to authorize the director to contract with LinkedIn for Lynda.com, an electronic resource for online learning, at a cost of \$13,125.

**BACKGROUND INFORMATION:**

Lynda.com is an online learning platform that offers 6,600+ courses on hundreds of topics with 35 to 40 courses added per week. LyndaLibrary offers staff and patrons access to courses on computer software, leadership/management, business skills and more. The content speaks to those that are under employed, unemployed and looking to boost their skills. Offering courses that support the present world skills that are needed to stay ahead or learn new skills.

In July, LinkedIn will be merging Lynda.com with LinkedIn Learning, their other online learning platform, in order to create one larger online learning platform under the LinkedIn Learning name. Because of this, we will get access to an additional 13,000+ courses at no extra cost. In this first year of having Lynda.com, over 200 patrons have actively used this product and there has been an average of approximately 460 course views per month.

### C.3 Bylaws Update

RECOMMENDED **MOTION**: I move to accept the Bylaws Update for Organization of the Board and Nominating Committee as proposed.

#### BACKGROUND INFORMATION:

Proposed update eliminates separate section on Nominating Committee and expands section on Organization of the Board to include the process for creating a slate of officer candidates and for filling a mid-term Officer vacancy. Suggested revision in **RED**.

#### Organization of the Board

At the first regular meeting after the vote canvass, the incumbents and new Trustees shall meet to take oaths of office and organize the Board. The first order of business shall be election of a President pro tempore and Secretary pro tempore. The Secretary shall certify the membership of the Board and administer the oath of office.

At a regular meeting of the Board prior to the meeting at which Officers of the Board are elected, the President shall appoint two continuing Trustees to nominate a slate consisting of one candidate for each office and present such slate at the organizational meeting of the Board.

The Trustees shall elect from their membership a President, Vice President, Treasurer, and Secretary.

~~These officers~~Officers shall serve until the third Monday of the month following each regular election or until their successors are elected by the Board. In the event an Officer is unable to complete their term, the Board President shall appoint a replacement subject to confirmation of the Board.

#### Nominating Committee

~~At a regular meeting of the Board prior to the meeting at which Officers of the Board are elected, the Board shall appoint a Nominating Committee. The Nominating Committee shall be composed of two continuing Trustees. The Nominating Committee's purpose is to nominate a slate consisting of one candidate for each office and present such slate at the next meeting of the Board.~~

#### **C.4 Ordinance 2019-08 Transferring Funds to the Special Reserve Fund**

RECOMMENDED **MOTION**: I move to Adopt Ordinance 2019-08 Transferring Funds in the amount of \$400,000 from the General Fund to the Special Reserve Fund

#### **BACKGROUND INFORMATION:**

The Special Reserve / Capital Projects fund is not levied: revenues consist of transfers from the General / Corporate fund from unexpended balances.

Board policy states "In accordance with (75 ILCS 5/5-8; 75 ILCS 16/40-50), the Board shall establish a Special Reserve Fund for the FRVPLD buildings, maintenance, and emergencies. The fund shall receive monies annually from unexpended budgeted funds in order to build the fund toward future FRVPLD building, land and maintenance needs." Fund Balance policy states, "Total unrestricted fund balances (committed, assigned and unassigned) in the General Fund should represent no less than three (3) and no more than twelve (12) months of operating expenses. Balances over the maximum at the end of the fiscal year shall be transferred to the Capital Projects fund."

The Director conferred with the library's attorney in May regarding recommended levels of operating reserves to be carried over each fiscal year in the General Fund. FRVPLD's Fund Balance Policy of three (3) to twelve (12) months is in line with his recommendation. While this may seem like a large range, maintaining an upper limit of twelve months is legally defensible and provides the library district protection against potential future property tax freezes, reductions, or inconsistency in collection of revenues.

We ended FY1718 with \$1,275,802 General Fund balance (excluding 90 Donations Fund balance), and we spend about \$250,000 per month from that fund, so we only had 5 months of reserve in the General Fund at the end of last year.

We anticipate a surplus of about \$600,000 in FY1819, and we already transferred \$191,950 this year (Resolution 2019-03) per the Capital Replacement schedule. With completion of this \$400,000 transfer, we expect to end FY1819 with about \$1,300,000 General Fund balance (excluding 90 Donations Fund balance), which will be about 5 months of reserve in the General Fund at the end of this year.

**ORDINANCE 2019-08**

**ORDINANCE TRANSFERRING FUNDS TO THE SPECIAL RESERVE FUND**

Be it ordained by the Board of Library Trustees of the Fox River Valley Public Library District that, of the unexpended balances of the proceeds received from annual public library taxes (General Fund/Operating Fund), the sum of \$400,000.00 shall be transferred to the Library District’s Special Reserve Fund to fund future Capital Needs as defined in the Special Reserve policy.

ADOPTED this 18<sup>th</sup> day of June, 2019 pursuant to a roll call vote as follows:

Ayes: \_\_\_\_\_  
Nays: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstain: \_\_\_\_\_

By: \_\_\_\_\_  
Richard V. Corbett, President  
Board of Library Trustees  
Fox River Valley Public Library District

Attest:

\_\_\_\_\_  
Nikki Kuhlman, Secretary  
Board of Library Trustees  
Fox River Valley Public Library District

**C.5 Resolution 2019-09 Designating Corporate Authority over Library District Financial Accounts**

RECOMMENDED **MOTION**: I move to Adopt Resolution 2019-09 authorizing the Library Board President and Treasurer and the Library District Director to sign all documents reasonably necessary to add Lauren Rosenthal and remove Roxane Bennett as signatories on all library financial accounts, effective June 22, 2019.

**BACKGROUND INFORMATION:**

In addition to Library Board of Trustees officers identified in its Bylaws, Library Director Roxane Bennett has been a designated authority over FRVPLD's financial accounts. Effective June 22, 2019, Lauren Rosenthal will assume the role of Library Director at Bennett's retirement, having been appointed by the Board and as such shall replace Bennett effective June 22, 2019 as such designated authority.

**FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT  
KANE COUNTY, ILLINOIS**

**RESOLUTION 2019-09  
RESOLUTION DESIGNATING CORPORATE AUTHORITY  
OVER LIBRARY DISTRICT FINANCIAL ACCOUNTS**

WHEREAS, the Fox River Valley Public Library District Board of Library Trustees designates authority over its financial accounts; and

WHEREAS, Library Director Roxane E. Bennett, named a designated authority with the Library Board President and Treasurer, will retire on June 21, 2019 and Lauren Rosenthal has been selected to serve as Director effective June 22, 2019;

NOW, THEREFORE, BE IT RESOLVED by the CORPORATE AUTHORITIES of the Fox River Valley Public Library District, Kane County, Illinois, that Lauren Rosenthal, as Director of the Fox River Valley Public Library District, and the Library Board President and Treasurer are hereby appointed to be designated authorities over the financial accounts of the Fox River Valley Public Library District, commencing June 22, 2019.

Passed by the Board of Trustees of the Fox River Valley Public Library District, Illinois, this 18<sup>th</sup> day of June, 2019.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

Adopted this 18<sup>th</sup> day of June, 2019.

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Richard V. Corbett, President  
Fox River Valley Public Library District  
Board of Library Trustees

ATTEST:

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Nikki Kuhlman, Secretary  
Fox River Valley Public Library District  
Board of Library Trustees

**C.6 Resolution 2019-10 Appoint Authorized Illinois Municipal Retirement Fund (IMRF) Agent**

RECOMMENDED **MOTION**: I move to Adopt Resolution 2019-10 to Appoint Director Lauren Rosenthal Authorized Illinois Municipal Retirement Fund (IMRF) Agent effective June 22, 2019.

**BACKGROUND INFORMATION:**

Roxane Bennett has been FRVPLD's Authorized Agent for Illinois Municipal Retirement Fund (IMRF) since January 2010. Lauren and others have been acting as IMRF Web Assistants under Roxane's authority while overseeing HR functions for the library. With Roxane's retirement, a replacement must be officially appointed by the Library Board to take over as Authorized Agent.

Due to the complexity of the program, it is essential that a well-informed staff member oversee the library's participation in IMRF. Lauren is trained and ready to take over this function and will appoint Web Assistants under her to handle day-to-day interactions with IMRF.

**FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT  
KANE COUNTY, ILLINOIS**

**RESOLUTION 2019-10  
RESOLUTION APPOINTING AN AUTHORIZED AGENT TO THE  
ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)**

WHEREAS, the Fox River Valley Public Library District adopted the Contract and Bylaws of the Illinois Municipal Retirement Fund (IMRF) by Ordinance and thereby became a member of said cooperative; and

NOW, THEREFORE, BE IT RESOLVED by the CORPORATE AUTHORITIES of the Fox River Valley Public Library District, Kane County, Illinois, that Lauren Rosenthal, Director of the Fox River Valley Public Library District is hereby appointed to be an authorized agent of the Fox River Valley Public Library District to said Illinois Municipal Retirement Fund (IMRF), commencing June 22, 2019.

Passed by the Board of Trustees of the Fox River Valley Public Library District, Illinois, this 18<sup>th</sup> day of June, 2019.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

Adopted this 18<sup>th</sup> day of June, 2019.

\_\_\_\_\_  
Richard V. Corbett, President  
Fox River Valley Public Library District  
Board of Library Trustees

ATTEST:

\_\_\_\_\_  
Nikki Kuhlman, Secretary  
Fox River Valley Public Library District  
Board of Library Trustees





# NOTICE OF APPOINTMENT OF AUTHORIZED AGENT

IMRF Form 2.20 (Rev. 10/2014)

## INSTRUCTIONS

- The governing body of an IMRF employer (including townships) can appoint any qualified party as the employer's IMRF Authorized Agent.
- The governing body makes the appointment by adopting a resolution.
- The clerk or secretary of the governing body must certify the appointment (see Certification below).
- Mail the completed form to the Illinois Municipal Retirement Fund.
- A copy of the completed form should be retained by the employer.
- The new Authorized Agent will need to register for a new User ID on IMRF Employer Access.

EMPLOYER NAME		EMPLOYER IMRF I.D. NUMBER	
AUTHORIZED AGENT'S SALUTATION      LAST NAME      FIRST NAME      MIDDLE INITIAL      JR., SR., II, ETC. <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.			
TYPE OF GOVERNING BODY			
DATE APPOINTMENT MADE (MM/DD/YYYY)		EFFECTIVE DATE OF APPOINTMENT (MM/DD/YYYY)	
POSITION TITLE			
<p>Powers and duties delegated to Authorized Agent pursuant to Sec. 7-135 of Illinois Pension Code by governing body (P.A. 97-0328 <b>removed</b> the requirement that the Authorized Agent be a participant in IMRF to file a petition or cast a ballot):</p> <p style="text-align: center;">To file Petition for Nominations of an Executive Trustee of IMRF      <input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p style="text-align: center;">To cast a Ballot for Election of an Executive Trustee of IMRF      <input type="checkbox"/> Yes      <input type="checkbox"/> No</p>			
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p><b>X</b></p> <p>_____ SIGNATURE OF AUTHORIZED AGENT NAMED ABOVE</p> </div> <div style="width: 35%;"> <p>_____ DATE (MM/DD/YYYY)</p> </div> </div>			
<b>CERTIFICATION</b>  I, _____, do hereby certify that I am _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> <span>NAME</span> <span>CLERK OR SECRETARY</span> </div> of the _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> <span>NAME OF EMPLOYER</span> </div> and the keeper of its books and records and the foregoing appointment and delegation were made by resolution duly adopted on the date indicated.  <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> <span>SEAL</span> <span>_____ SIGNATURE OF CLERK OR SECRETARY</span> </div>			
<b>BUSINESS ADDRESS</b> All correspondence and communications with the Authorized Agent are to be addressed as follows:			
NAME (IF DIFFERENT FROM ABOVE) <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.			
BUSINESS ADDRESS			
CITY STATE AND ZIP + 4			
DAYTIME TELEPHONE NO. (with Area Code)		ALTERNATE TELEPHONE NUMBER (with Area Code)	
FAX NO. (with Area Code)		EMAIL ADDRESS	

**IMRF**

2211 York Road Suite 500 Oak Brook, IL 60523-2337

Employer Only Phone: 1-800-728-7971 Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673) Fax (630) 706-4289

**C.7 Appointment of Freedom of Information Act (FOIA) Officers**

RECOMMENDED **MOTION**: I move to appoint Library Director Lauren Rosenthal and Executive Assistant Karen Werle as FOIA Officers for the Fox River Valley Public Library District.

**BACKGROUND INFORMATION:**

In accordance with 5 ILCS 140/3.5, each public body must designate one or more officials or employees to act as its Freedom of Information Act officers. Fox River Valley Public Library District appoints two individuals to ensure incoming FOIA requests are handled in a timely manner in accordance with the Act.

**C.8 Resolution 2019-11 Honoring Roxane E. Bennett**

RECOMMENDED **MOTION**: I move to adopt Resolution 2019-11 Honoring Roxane E. Bennett

**BACKGROUND INFORMATION:**

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

**RESOLUTION 2019-11**  
**HONORING**  
**ROXANE E. BENNETT**

*Whereas*, Roxane Bennett ably served as Director of the Fox River Valley Public Library District from October 2009 through June 2019; and

*Whereas*, Roxane Bennett cultivated valuable community partnerships and participated extensively in outreach throughout the District and in seeking patron feedback; and

*Whereas*, Roxane Bennett was instrumental in securing donations to acquire a new Library van; and

*Whereas*, Roxane Bennett was indispensable in negotiations with the Dundee Township Park District, facilitating creation of an inter-governmental agreement and seeking a finance plan to enable Fox River Valley Public Library District to have a presence on the west side of the District; and

*Whereas*, Roxane Bennett worked tirelessly to provide information and support to the Library Board of Trustees in long-range planning and Library expansion, and oversight for renovation of the east side facility, including a new roof; and

*Whereas*, Roxane Bennett played a pivotal role in strategic planning and hiring practices that brought talented leadership to Fox River Valley Public Library District; and

*Whereas*, Roxane Bennett encouraged Library staff to bring new innovations to the community such as multi-purpose collaborative meeting space, enhanced software for financial and operational transparency, wide-ranging electronic resources and databases, and programming that fosters patron creativity and addresses timely issues; and

*Whereas*, Roxane Bennett, always mindful of community needs, introduced self-service opportunities for patrons, expanded Library hours, encouraged the District to participate in the summer lunch program for children and oversaw continued growth and community support for the Summer Reading Picnic, Fox River Valley Public Library District's premier summer event; and

*Whereas*, Roxane Bennett pioneered Libraries in Illinois Risk Agency, providing member libraries with long term insurance solutions at a cost savings to the District; served on Library consortium Cooperative Computer Services Governing Board her entire tenure, was a long-term member of its Budget Committee and served on its Executive Committee; and

*Whereas*, Roxane Bennett served on various committees for the Illinois Library Association and advocated for understanding and support for the critical nature of libraries, encouraging staff to attend ILA conferences; and

*Whereas*, Roxane Bennett provided valuable insight and mentoring to all who worked with and for her;

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

*Be it further resolved* that on this, the 18<sup>th</sup> day of June, Two Thousand and Nineteen, this Resolution be presented to her and that its contents be spread upon the Minutes of this organization.

---

Richard V. Corbett, President  
Library Board of Trustees

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Nikki Kuhlman, Secretary  
Library Board of Trustees

**C.9 Approve Report of the Closed Session Minutes Review and Destruction of Audio Recordings made prior to November 21, 2017**

RECOMMENDED **MOTION**: I move to approve the report of the closed session minutes review, open June 19, 2018 executive session minutes, and destruction of all audio recordings made prior to November 21, 2017.

**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.