

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

**October 18, 2022
7:00 PM**

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

AGENDA

Call to Order—President Kristina Weber

Pledge of Allegiance

Roll Call—Secretary Christine L. Evans

Filling Trustee Vacancy – President Weber

New Business

Exhibit C.1 Resolution 2022-08 Appoint New Library Trustee

Oath of Office – Secretary Evans

Public Comment

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

President’s Report—President Weber

- **Consolidated Election Nomination Petitions**

Director’s Report—Executive Director Amy Dodson

- **Department Reports**
- **Dashboard**

A. Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from the September 20, 2022 Budget and Appropriation Hearing**
- A.1.b Minutes from the September 20, 2022 Board of Trustees Meeting**
- A.1.c Check/Voucher Register – AP & Payroll Complete for September 2022 totaling \$277,608.69**
- A.1.d Monthly Financial Report for September 2022**
- A.1.e Revenue Summary – All Funds Combined – Budget v Actual Revenues**
- A.1.f Revenue Summary – All Funds Combined by Period**
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses**
- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location**

- A.1.i Expenditure Summary – All Funds Combined by Period
- A.1.j Balance Sheet for September 2022
- A.1.k Ehlers Investment Inventory for September 2022

B. Unfinished Business

Exhibit B.1 Parking Lot Repair Contract – Done Rite Sealcoating

C. New Business

Exhibit C.2 Resolution 2022-09 To Determine Estimate of Funds Needed for FY 2022-2023

Executive Session 5 ILCS 120/2(c)

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.

Adjournment

FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT

EXHIBIT C.1
October 18, 2022
Attachment

C.1 Resolution 2022-08 Appoint a New Library Trustee

RECOMMENDED **MOTION**: I move to adopt Resolution 2022-08 to appoint _____ as Library Trustee effective October 18, 2022.

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. 2022-08

**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:

Appoint _____ to fill the vacancy effective October 18, 2022, and until the next regular library election in April, 2023.

This Resolution adopted October 18, 2022.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

By: _____

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

ATTEST:

By: _____

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

**Fox River Valley Public Library District
Director's Report to the Board of Library Trustees
October 18, 2022 Regular Meeting**

We continue our work with Serve and Protect, LLC to help us improve safety at our libraries. The consulting firm conducted a Facility Risk Assessment to identify any improvements or changes that need to be made at the Dundee Library. There were no serious or sizable problems identified in the Assessment report. Most of the recommendations are for minor changes or updates. Once we implement the suggested updates and changes, the consultant will visit the library again to do a final review. The consultant will also meet with local law enforcement and library administration to review and coordinate the steps we are taking to improve safety. The consulting firm will also examine our current policies and procedures and make recommendations for updates. At that point, we will hold training exercises for the staff to address a variety of potential workplace crises, which will include the new procedures. The consultant will be providing a presentation to the Library Board within the next few months.

The Dundee Library roof has not leaked since my last report. We are trying various methods to pinpoint the exact locations of the leak spots. While replacing parts on some of the rooftop A/C units, the unit above Corner 68 was caulked and resealed. This may have solved the problem in that area, but we need to continue "testing" to be certain. We are working with the roofing company to find solutions.

We have hired several new employees in recent weeks, filling most of the part-time and full-time vacancies. We are thrilled to welcome new members of the library family.

A local family is giving the Library a memorial donation in the form of a monetary gift, a tree, and a bench at the Randall Oaks Library. The family is holding a small dedication there on October 22.

We kicked off Hispanic Heritage Month with a special celebration at the Dundee Library on September 23, and we continue to celebrate through October 15 with special programs, book club selections, and story time events.

Respectfully submitted,

Amy Dodson

Fox River Valley Public Library District September 2022 Department Reports

Deputy Director: Heather Zabski

In September, we added a new member to our administrative team. On September 12, Colin Pool started as a full-time library assistant in the Business Office. His position will replace the part-time business specialist position. We are happy to have Colin join our team!

For the September board meeting, I spent time putting together the Certificate of Estimates Revenues. This is a required step in the budget and levy process each year. I also compiled statistics from the last five-years of IPLAR (Illinois Public Library Annual Report) data for the director's IPLAR Data Analysis to the board.

For this year's annual Heritage Fest in West Dundee, I had the pleasure of representing both the library and Carpentersville Rotary Club. I worked the library booth on Saturday morning, September 17. The booth was well attended with children spinning the prize wheel and adults stopping by to sign up for a library card or find out more about library services.



Carpentersville Rotary Club participated in Heritage Fest with two other area clubs (Dundee and Fox River Valley Sunset). All three clubs organized to demonstrate the Rotary Iron Lung Education Exhibit (RILEE) which raises awareness about Rotary International's mission to eradicate Polio worldwide. Rotary International is a major source of polio funding. The exhibit attracted lots of visitors. We received donations and interest from prospective club members.



Carpentersville Rotary Club also participated in "It's Our Fox River" day, cleaning up the riverbanks from Otto Engineering to Carpentersville Dam. I participated in the cleanup effort before heading to my shift at Heritage Fest.

There have been some delays, but our annual audit is expected to be presented at the November board meeting.

During the last two weeks of September, I went on a vacation to travel to France. I had a fantastic trip visiting Paris, Aix-en-Provence, and Nice.

Public Services Manager: Jason Katsion

Public Services had a lot to celebrate in September! We celebrated new staff members and well-deserved promotions in both departments; we celebrated Hispanic Heritage Month with a range of exciting programs and a unique reading challenge; we also celebrated the return of our Paws to Read and Homeschool Hangout programs after a prolonged hiatus.

The Adult & Teen Services Department welcomed Marisol Bribiescas as full-time Librarian and Diane Martinez as full-time Bilingual Library Assistant. Within the Youth Services Department, Elizabeth Flores was promoted from part-time Clerk to full-time Library Assistant. Additionally, two new Clerks were hired in Youth Services, Kate Shepherd and Vijaya Seelam.

Our Hispanic Heritage Celebration was a tremendous success. 160 people showed up to enjoy the Mexican regional dances performed by Grupo De Danza Folklorica Quetzaly, as well as the baked goods and refreshing aguas frescas that we provided, and creative crafts for the whole family. This event was organized by Lizbeth Hernandez of the Youth Services Department, with cross-departmental support from Amairani Lopez, Jasmin Munoz and Danielle Pacini of the Adult & Teen Services Department, and Leslie Sineni of the PR Department.



To highlight and celebrate Hispanic authors and themes within our collection, we initiated the Hispanic Heritage Month Reading Challenge, which runs September 15 through October 15. Patrons participate in the Reading Challenge within the Beanstack app, where they can find a list of reading recommendations carefully curated by Sam Bunte, Jasmin Munoz, and Danielle Pacini. Those who complete the challenge may choose between two prize books while supplies last, *Gods of Jade and Shadow* by Silvia Moreno-Garcia or *Martita, I Remember You* by Sandra Cisneros. One of the authors highlighted in our Reading Challenge [responded enthusiastically on social media!](#)



Library Assistant Jasmin Munoz continued her English and Spanish-language baking classes in September. This month the participants learned to make conchas, a traditional Mexican sweet bread, which they then baked and decorated at

home. One patron sent Jasmin the following thoughtful message, to let her know how her bread turned out: “Quiero agradecerte tus atenciones, your class was espectacular. ¡Estoy frente al televisor gozando de tu pan, esta delicioso! Con gusto estare en tu proxima clase.” [I want to thank you for your attention, your class was spectacular. I'm in front of the TV enjoying your bread, it's delicious! I will gladly be in your next class.] Both the English and Spanish baking sessions have been well-attended, across a range of age groups.



Two of our popular children's programs were reintroduced in September following a prolonged hiatus: Homeschool Hangout, presented by Librarian Amanda Keen, and Paws to Read, organized by Lizbeth Hernandez. Amanda's homeschool program, always highly organized, covered the history of embroidery and introduced valuable life skills such as threading a needle and sewing fabric. Paws to Read is an opportunity for young readers to spend one-on-one time with certified therapy dogs, which can help boost confidence and improve literacy skills.



Librarian Danielle Pacini continued her recurring teen programs in September, Anime Club and Pixel Art. These well-attended programs provide teens with a safe space to share their interests and collaborate on projects. Danielle also hosted a creative button-making program in September, and participated in several outreach events at local schools. Capitalizing on her valuable library experience, Danielle has been promoted to a leadership role on the Winter Reading and Summer Reading Committees, which she will co-chair with Randall Oaks Manager Brittany Berger.



Our monthly Foodie Kids program, hosted by Lizbeth Hernandez and Amairani Lopez, ushered in “pumpkin spice season” at the library! The kids recreated a colorful non-caffeinated drink and enjoyed cake pops donated by our neighborhood Starbucks.



Signing, Snacks & Stories, hosted by Amairani Lopez, continues to gain momentum. At each storytime session, the attendees enjoy a story and a snack while learning ASL skills that help them further engage with the book. One of the goals of this program is to build ASL vocabulary over time. To achieve this, each session includes a recap of what was learned in the prior session, and the attendees are given a document that details the signs they learned so they can practice at home.



Amairani Lopez and Cari Poweziak hosted a Deaf and Hard of Hearing Family Meetup on September 14. This event was scheduled as an immediate precursor to the Illinois Libraries Present virtual presentation From Oscar to West Wing and Beyond with Marlee Matlin. The families in attendance had the opportunity to socialize and enjoy the Marlee Matlin program as a group. They were also joined by a representative of Chicago Hearing Services, who was on-site at the library to provide information about hearing evaluations and other services.



Gene Barish and Cari Poweziak hosted another successful trivia event at Black & Gray Brewing Co. in East Dundee. This time, it was '80s night. Nine teams competed in We Love the '80s Music Trivia!



A variety of other educational programs were implemented in September. Community Discussion for Social Change, facilitated by Sam Bunte and Jasmin Munoz, met to discuss the effects of the Supreme Court's overturn of Roe v. Wade. Jane Sanchez, a local Independent Broker, gave a presentation on Medicare A & B, Supplemental Insurance, Part D (Prescription Drug), and Medicare Advantage. A representative of the Regional Transportation Authority (RTA) provided insights on the accessibility of public transit with the goal of empowering people to travel independently.

The Public Services departments answered a combined total of 277 reference questions in September: Adult & Teen Services answered 229, and Youth Services answered 48. Adult & Teen staff provided 17 notary appointments and 48 one-on-one appointments. One-on-one appointments can address a wide range of information needs and allow for more personalized assistance than is possible at the reference desk. In September, these appointments included: help filling out a state form for medical assistance; repairing a laptop that couldn't connect to the Internet and required driver updates; résumé assistance; a large-scale Pixel Art project; help accessing an online defensive driving course; creating a sign using our Silhouette Cameo machine in Corner 68.

I was appointed to the Illinois Library Association's Diversity Committee in August and began active membership this month. I participated in various other committee meetings and networking groups throughout September: the Illinois Libraries Present Steering Committee; our consortium's Public Access Services (PAS) Technical Group, on which I serve as Chair Elect; the REFORMA Midwest Chapter Task Force. I have also continued to lead our library's Diversity Audit Committee, which is an ongoing project to make our collections more diverse by 1) conducting a diversity audit, and 2) incorporating diversity into the collection management plan. With HR Manager Sherry Kenney and Librarian Sam Bunte, I interviewed multiple candidates for the open Librarian and Bilingual Library Assistant positions. I am thrilled with the applicants that we selected and believe they will be outstanding additions to the Adult & Teen Services Department.

Randall Oaks: Brittany Berger

September was an exceptionally quiet month, even with an increase in programming and the return of storytimes. Staff created a cute scavenger hunt where children scoured the library to find photos of RO staff members' pets, and we gave out 180 prizes to everyone who succeeded in finding them all! We also gave out 140 crafts and 20 Baby Scientist Kits from Youth Services.



There were 16 programs at Randall Oaks this month, including a visit from teen librarian Danielle Pacini who took her Button-Making program on the road for 8 very enthusiastic teens! Total program attendance for the month was 167. Pictured above is Lisa Knapp's Fairytale Science program where kids were challenged to create a structure that could withstand the Big Bad Wolf. Rachel Dunne hosted a Wacky Art Contest where kids were encouraged to let their creativity and silliness shine, and one lucky artist took home a fittingly "wacky" trophy.



With significant help from clerks Eric and James, all of the adult DVDs and Blu-Rays have been color-coded with Randall Oaks' signature yellow spine labels. Work has already begun on tackling the youth collections as well. AS Manager Keri Carroll also stopped by to relocate Large Print books to the Dundee Library. This opened up some much needed space for the main Adult Fiction, Mystery, and Sci-fi/Fantasy sections.

At the end of the month, Danielle Pacini, Heather Ji and I met to begin plans for this year's Winter Reading Challenge. The theme we have chosen is called "Cozy Up with a Good Book," and the challenge will run from December 1 through January 15. We will utilize Beanstack challenge badges tailored to each age group. Patrons of all ages will receive a registration and finisher prize, to be determined. Danielle and I will also be co-Chairs on the 2023 Summer Reading Challenge committee, which plans to meet at the end of October, and I'm looking forward to working with Danielle to make next year's challenge an even greater success than 2022!

Account Services: Keri Carroll

Visits were down from August at the Dundee Library, but Randall Oaks held steady in their numbers with around 3,200 visits. With the peak of summer circulation in the rearview, total items circulated and renewed were lower than August, but these numbers should remain lower going forward due to longer loan periods for our entire collection. License plate renewals dropped to 34, but trends within our library have shown that fewer renewals take place overall during the fall and winter months compared to the summer.

Home deliveries have remained steady for the past few months, but we recently ran into issues with our routing software of choice, MapQuest. Originally utilized in the summer of 2020 when we first introduced home delivery, we have been using this free, open-source software to route our deliveries. Unfortunately, MapQuest has recently suffered a dip in quality, with addresses not appearing when suggested, and routing becoming tedious and often broken. As an open-source option, it's disheartening to see this slip in quality with no tangible way to voice concerns, and there is no other free option that has the features we need. (Google only allows ten stops and does not optimize the route for you.) Because of the importance of having efficient, correct routes, I've been exploring paid options to replace MapQuest and have discovered four candidates. As shelving supervisor Dee Hughes and Account Services clerk Jack Gallaway have the most investment in this process—Dee creates the routes and Jack delivers them—I've asked both to test these four options and provide me with feedback about what works best for them. Thankfully, we already have a clear leader after testing two options, but we'll continue trial runs of the remaining two and decide on a new service by the end of the month.

CCS has been offering numerous training opportunities that benefit circulation directly, and I've taken every opportunity to attend those sessions. In September, CCS offered sessions on cleaning up patron registration (to keep clean data and to make searching easier for all CCS libraries) and a conversation with RAILS to discuss their process on delivering materials across Illinois. I'm also a member of the Database Management advisory group through CCS, and we had our first meeting of the fiscal year on September 13. Our role in this group is to recommend changes to better streamline procedures that directly impact both front-and-back-end positions in the library.

Additionally, I'll be attending the Back in Circulation conference in Madison, WI, on October 3 and 4. A bi-annual conference, this will be my first time attending and I look forward to the sessions and the chance to network with colleagues within CCS and without. After the past few years, it will be nice to engage with folks in person.

Public Relations & Outreach: Kirstin Finneran

Outreach: It was another busy month outside of the building as we connected with lots of patrons from all different groups. FRVPLD was present at these events: Senior Fair at the Dundee Township Park District's Rakow Center, which was sponsored by Senators McConchie and DeWitt; Dundee-Crown High School Open House; DeLacey Family Education Center Open House; Heritage Fest; Dundee Middle School Open House; Golfview Elementary Open House; Parkview Elementary Open House; and Gotcha Day at the Carpentersville Police Department (in honor of their service dog, Walter). Once again, these events are a real team effort as they are attended by members of several library departments.

East Dundee Oktoberfest Scarecrow Display: PR and Youth Services teamed up to create another memorable scarecrow to represent FRVPLD. Jumping on the popularity and recognition of the Netflix *Stranger Things* series, a Demogorgon was born. Yes, each tooth was made and attached individually, and the arms and legs were made from props originally created for the Harry Potter Escape Room last August.



Miss Illinois at the Dundee Library: Content Coordinator Leslie Sineni reached out to Miss Illinois USA Angel Reyes to help us kick off Hispanic Heritage Month. Ms. Reyes is only the second Latina in state history to win the title. The Youth Services Department designed an enchanting storytime for her to host. In a fortunate stroke of serendipity, Ms. Reyes had arrangements in place with the WGN-TV Evening News crew to follow her around that day for a feature they were doing about her. [Click here to watch the segment](#), where you will see some footage from our Storytime with Miss Illinois USA.

Events Calendars: For many years, the PR Dept has been creating monthly event calendars for the Youth Services Department. They are a parent favorite and hang on refrigerators around the district. Leslie Sineni gathers and categorizes all the info and sends it off to our graphic designer Dan Mitchell, who has given them an eye-catching update. We've also split the events into two versions: Youth and Tween & Teen. We can now target those groups more directly. The front page has all the programs and fun graphics, while the backs have program descriptions and give us an opportunity to highlight our most special events. We send the Youth calendars to D300 to be included in the elementary school virtual backpacks and can now send a separate Tween & Teen calendar in the middle school virtual backpacks. We recently acquired a promising email address that will hopefully help us reach out to the high schools as well.



Book Display: Over the summer, the PR Department picked up a book display that the Itasca Library no longer needed. Our mission is to create displays that coordinate with events, community groups or trends that we can share on social media and tag, thus getting our posts to a wider audience. To get a jump start on Domestic Violence Awareness month, Leslie Sineni created this display which included relevant titles from our own collection, literature that was dropped off to us from our contact at the Community Crisis Center, and a flyer promoting our virtual program “Everyone Knows Someone: How to Help a Friend who is Experiencing Domestic Violence.”



Youth Services Book Club Branding: In an effort to increase visibility of and participation in our youth book clubs, Dan Mitchell has rebranded each club and made a visually coordinated selection of materials to help us promote the clubs, including a book mark for each (the quarter’s titles and meeting dates are show on the back), a flyer with all since there are age overlaps, and some social media squares.



Meetings/Training/Events

Crisis Communications for Libraries, September 13
Board of Trustees Meeting, September 20
Renovation Workshop, September 21

eNews

Subject	Date Sent	Emails Sent	Unique Opens	Unique Opens %	Total Clicks
Library Cards, Deaf & Hard of Hearing, Family Night	9/7/2022	12067	4494	37.31%	59
Library Cards, Deaf & Hard of Hearing, Family Night	9/7/2022	12067	4117	34.18%	73
Hispanic Heritage Reading Challenge, Fall Storytimes	9/14/2022	12033	5014	41.72%	115
Pet Adoption Event, Voter Suppression	9/28/2022	12756	5434	42.67%	217
Library Cards, Deaf & Hard of Hearing, Family Night	9/8/2022	12066	4266	35.42%	62
Banned Books Week, Register to Vote	9/21/2022	12013	5091	42.41%	249

Social Media Insights - September 2022

Facebook

Reach: 11,167 (+1.5%)

Engagement: 1,297 (+78%)

Followers: 2196 (+11)

Check Ins: 9

of posts: 18

of stories: 8

Instagram

Followers: 534 (+17)

Accounts reached: 675 (+28.5%)

Accounts engaged: 107 (+7%)

of posts: 10

of stories: 43

of reels: 3

Facilities: Michael Lorenzetti

Roof update: Investigation continues. Since the HVAC unit above Corner 68 was dismantled for heat exchanger replacement, the inside was inspected and any spot/area/crevice where water may seep was caulked.

Electronic Message Sign: The "Watchfire" portion of the sign (electronic message part) arrived in Palatine at the end of September and has since been installed at the permanent Dundee Library location. Final assembly (framing and electrical) will take place during mid-October. After completion, a Sebert representative will evaluate the site and provide a proposal for aesthetic groundcover planting to take place in the spring of 2023.

Preventive Maintenance: On 9/08, Elgin Sheet Metal was onsite for fall preventive maintenance in preparation for the winter season. It was discovered at this time that heat exchangers on HVAC units 5, 7, and 11 needed to be replaced.

Elevator Service: On 9/09, our elevator service company (KONE) was onsite for a maintenance issue. (Low hydraulic fluid).

Carpet Cleaning: On 9/14 the carpet in the Dundee Library was cleaned and sanitized by Chem-Dry.

Staffing: The facilities team has two new employees, Kevin Shaffer and Sam Uzzo. Welcome aboard.

Looking ahead to the coming months to wrap up various projects outdoors and be prepared for the winter season.

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

Savings: A bit over \$600 this past month in large part due to \$300 discount from Staples when purchasing Microsoft Office software licenses.

Purchasing: Worked with the Finance Manager and Amazon to move our account to the pay-by-invoice method directly to Amazon instead of doing the payments to an outside party. This change needed to be done before the end of the year. I also had to determine what current user accounts would need to be deleted in order to consolidate to the user requirement for Amazon Business Prime. We have begun a free trial to see if we want to do an annual contract for this service in the future.

Staffing: PATS is now fully staffed again, since a part-time clerk from Youth Services has transferred to do the behind-the-scenes work in my department, and we are happy to have her as part of our team as of October 3rd.

IT/ Network: John Sabala

The patrons of our library district require us to be good stewards of the library assets. Part of that stewardship is making sure that our data is safe and secure. This data is stored in a digital environment on our servers and in the network clouds. Every piece of data is protected by username or password, but that is no longer sufficient. People can be tricked in to giving up their user IDs and passwords, allowing unauthorized people to gain access to systems and data. The library has taken steps to prevent unauthorized access by enabling Multi-Factor Authentication (MFA). Staff and Board members are utilizing ID tokens or cell phones as a second form of authentication to gain access to data in the cloud and on our servers. This extra level of security helps prevent accidental or malicious activity and is just another tool we use to provide consistent and excellent service.

How are we doing?

The monthly Dashboard tells our story

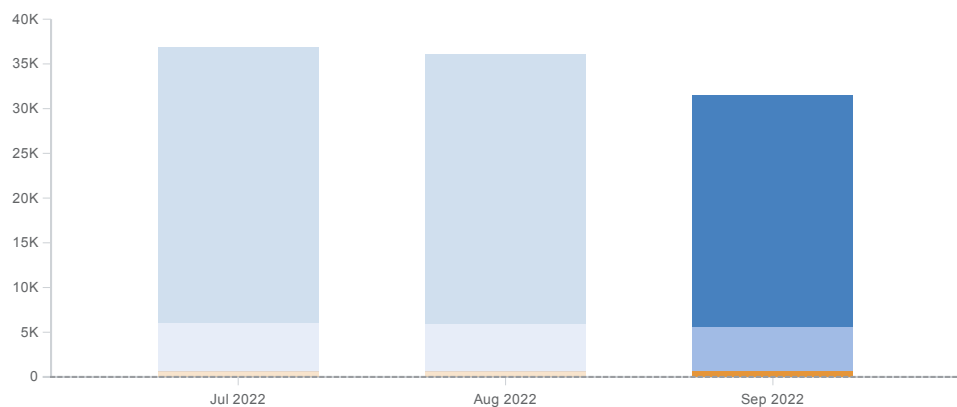
Click the graphs to see more details

Checkouts - This Fiscal Year

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

Circulation usually peaks in July due to the Summer Reading Challenge.

Data Updated 2 days ago



31,569

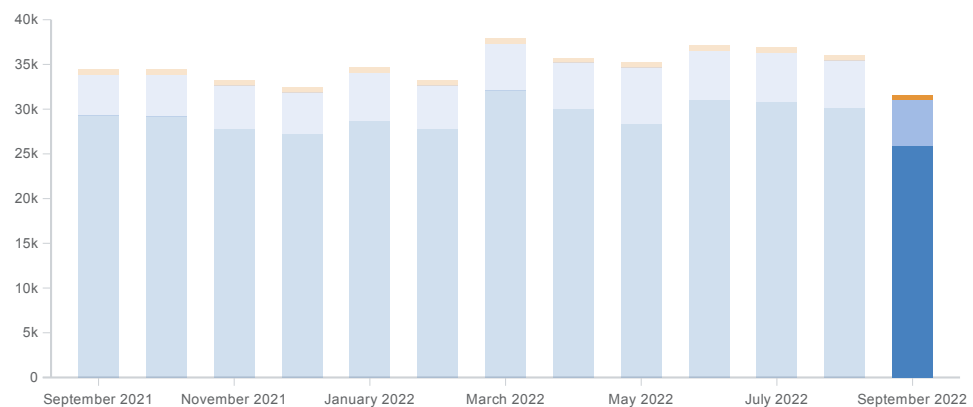
Metric Type in Sep 2022

Checkouts - 13 Month Trends

Checkouts over the last year

Loan periods were changed in June 2022 to make things more consistent between collections, which resulted in a decrease in circulation.

Data Updated 2 days ago



31,569

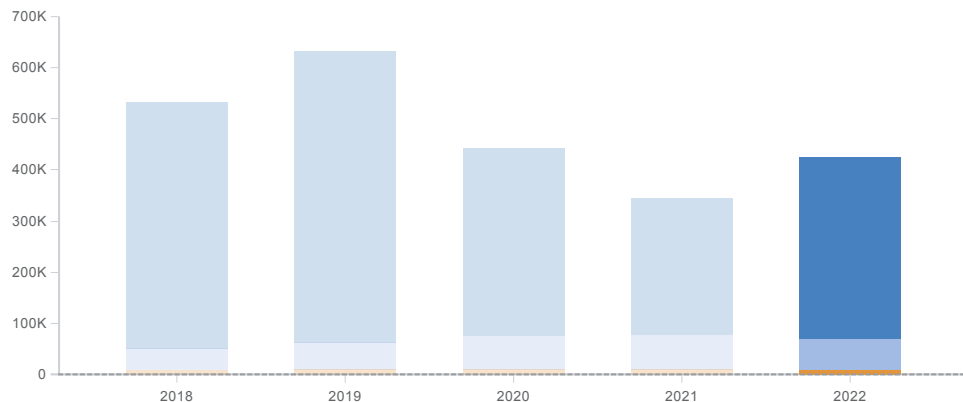
Metric Type in September 2022

Checkout Trend

How many items circulated annually for the past five years?

Circulation rebounded from the COVID-19 pandemic in FY2122.

Data Updated 2 days ago



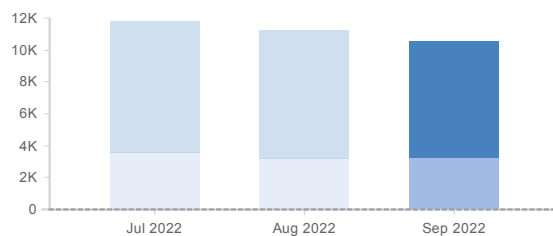
425,409

Metric Type in 2022

Library Visits - This Fiscal Year

How many people have visited our libraries so far this FY?

Library visits are usually the highest in the summertime.

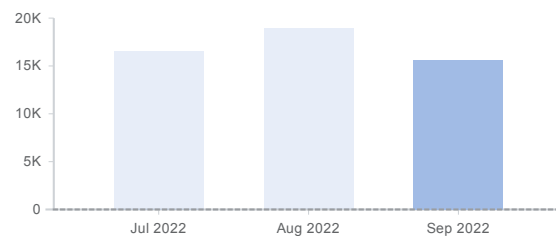


10,535

Location in Sep 2022

Website Visits - This Fiscal Year

How many people visited our library online so far this FY?

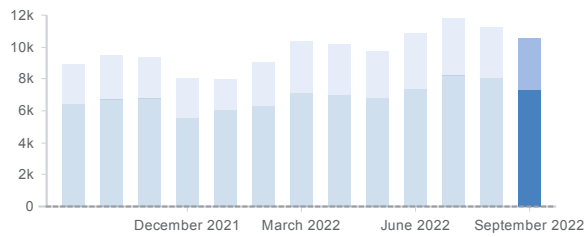


15,677

Location in Sep 2022

Library Visits - Past 13 Months

Visits are up 18% from last September.

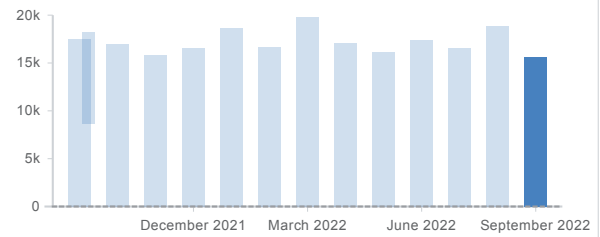


10,535

Location in September 2022

Website Visits - Past 13 Months

Website visits are down slightly from last September.

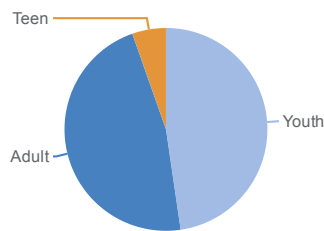


15,677

Location in September 2022

Physical item checkouts

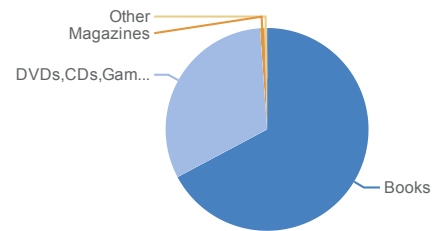
Checkouts by Audience - last fiscal year



369,402

Department in 2022

Checkouts by Material Type - last fiscal year



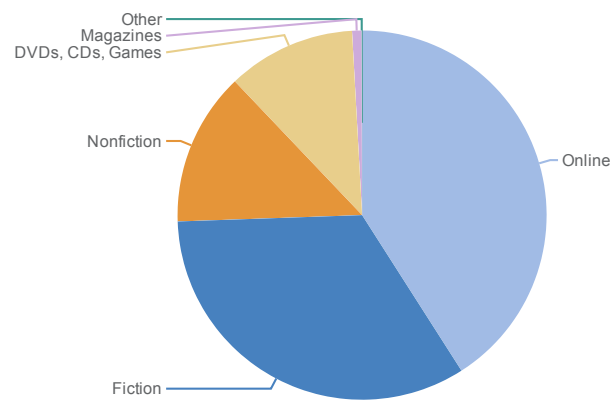
369,402

Material Type in 2022

How many items are owned by our libraries?

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

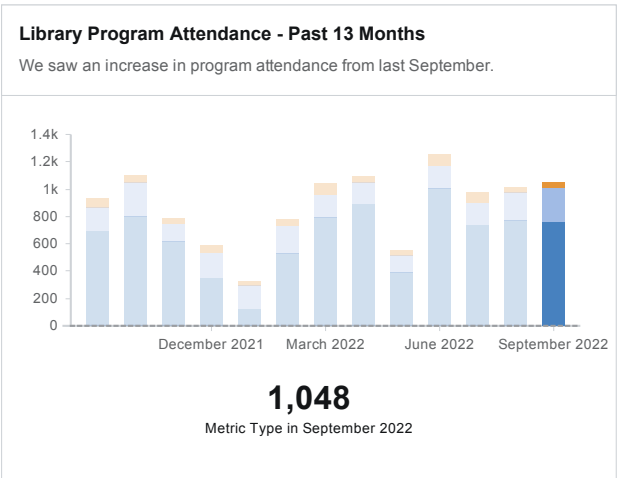
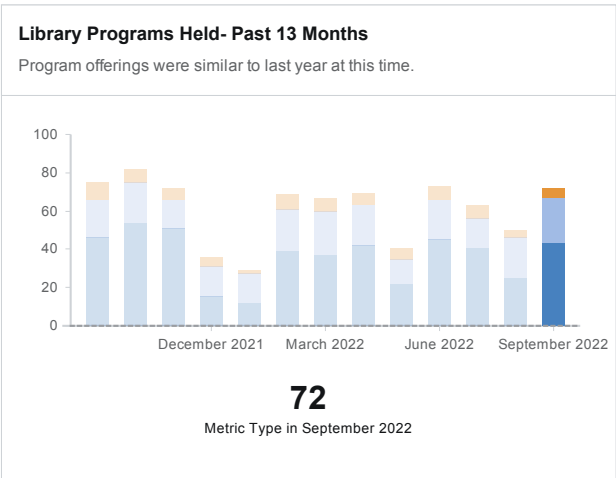
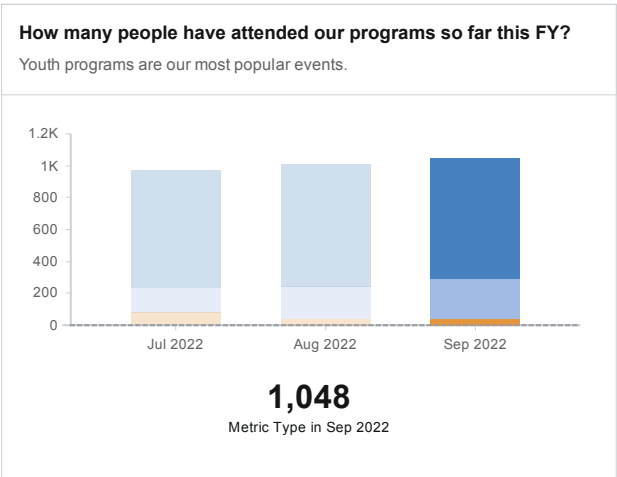
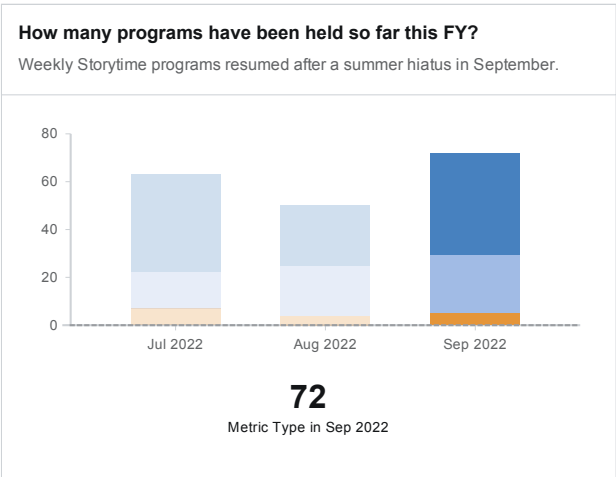
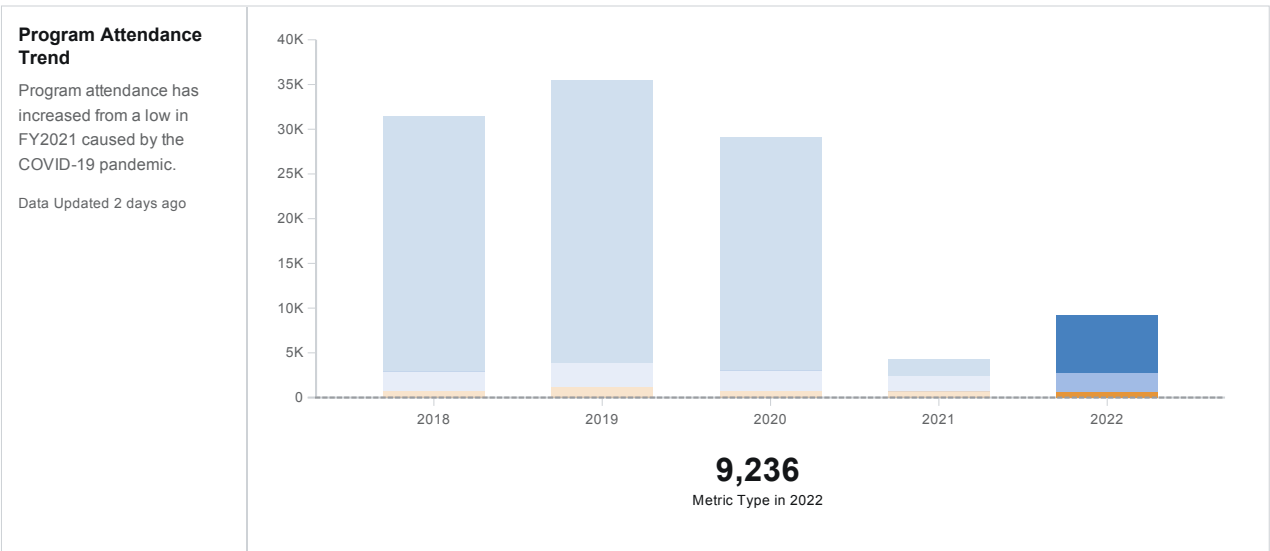
Data Updated 9 weeks ago



220,057

Material Type in 2022

Program Attendance Trend

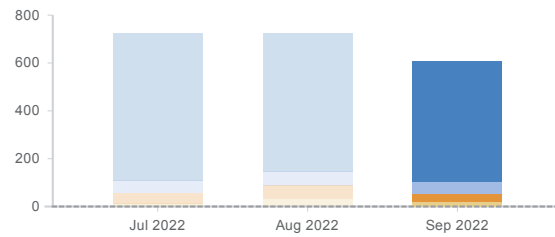


Specialty Services

The Library offers many non-traditional services to make patrons' lives easier, such as **one-on-one computer instruction** to teach new software or help repair a computer; **notary services** to act as an impartial witness in performing a variety of official fraud-deterrent acts related to the signing of important documents; **Illinois license plate renewals** enabling patrons to renew plates and receive updated stickers immediately, anytime the Dundee Library is open; and **home delivery** which began in May 2020.

Specialty Services This Fiscal Year

Home Delivery is our most used specialty service.



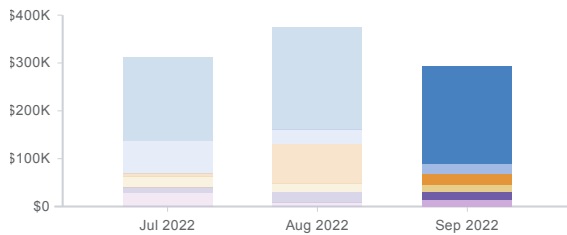
608

Metric Type in Sep 2022

Monthly Spending- this year

How much does the Library spend each month this FY?

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



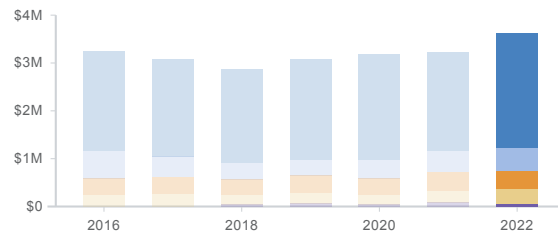
\$292,709.92

Expenses in Sep 2022

Past years' spending

How much does the Library spend each year?

Inflation and building improvement projects increased expenses in FY2122.



\$3,631,243.27

Expenses in 2022



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A. Consent Agenda

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

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

- A.1.a Minutes from the September 20, 2022 Budget and Appropriation Hearing**
- A.1.b Minutes from the September 20, 2022 Board of Trustees Meeting**
- A.1.c Check/Voucher Register – AP & Payroll Complete for September 2022 totaling \$277,608.69**
- A.1.d Monthly Financial Report for September 2022**
- A.1.e Revenue Summary – All Funds Combined – Budget v Actual Revenues**
- A.1.f Revenue Summary – All Funds Combined by Period**
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses**
- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location**
- A.1.i Expenditure Summary – All Funds Combined by Period**
- A.1.j Balance Sheet for September 2022**
- A.1.k Ehlers Investment Inventory for September 2022**

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
Budget and Appropriation Hearing
September 20, 2022**

MINUTES

The hearing was called to order by FRVPLD Board President Kristina Weber at 7:03 PM.

Roll Call

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

Members absent: none

Others present: Executive Director Amy Dodson, Assistant Director Heather Zabski, Jason Katsion, Brittany Berger, Karin Nelson, Sherry Kenney, Keri Carroll, Michael Lorenzetti, John Sabala, Kirstin Finneran, Dave Nutt, Malcolm Morris, Mark Castlevecchi, Karen Werle

Public Comment

Weber read the following statement into the Minutes:

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). Each speaker will be allowed five minutes.

Weber inquired if there was anyone present wishing to comment on the Budget and Appropriation Ordinance; there were no comments.

Weber called for a motion to *ADJOURN TO THE BOARD OF TRUSTEES MEETING*. Moved by Finn and seconded by Goyke, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried.

The Budget and Appropriation Hearing was adjourned at 7:06 PM.

Christine L. Evans, Secretary

**Fox River Valley Public Library District
Board of Trustee Meeting
September 20, 2022**

MINUTES

The meeting was called to order by President Kristina Weber at 7:00 PM. All present rose to recite the Pledge of Allegiance.

Roll Call

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

Members absent: none

Others present: Executive Director Amy Dodson, Assistant Director Heather Zabski, Jason Katsion, Brittany Berger, Karin Nelson, Sherry Kenney, Keri Carroll, Michael Lorenzetti, John Sabala, Kirstin Finneran, Sumitra Potharazu, Dave Nutt, Malcolm Morris, Mark Castlevicchi, Karen Werle

New Business

Exhibit C.1 Resolution 2022-05 Declare Trustee Vacancy

Weber called for a motion to *ADOPT RESOLUTION 2022-05 TO DECLARE A LIBRARY TRUSTEE VACANCY EFFECTIVE AUGUST 19, 2022*. Moved by Corbett and seconded by Dellamaria, item opened for discussion. Weber noted former Treasurer David Nutt had relocated from the Library District effective August 19, 2022. There was no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried.

Nomination and Appointment of Treasurer

Weber noted the Board was able to appoint the Treasurer rather than Treasurer Pro-Tem, and nominated Tara Finn for the office of Treasurer. There were no other nominations; motion seconded by Dellamaria. Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried.

Adjourn to Budget and Appropriation Hearing

Weber called for a motion to *ADJOURN TO THE BUDGET AND APPROPRIATION HEARING*. Moved by Corbett and seconded by Finn; Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried; meeting adjourned at 7:03 PM

Return to Regular Board of Trustees Meeting

The Board of Trustees meeting was reconvened by President Weber at 7:06 PM.

Roll Call

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

Members absent: none

Others present: Executive Director Amy Dodson, Assistant Director Heather Zabski, Jason Katsion, Brittany Berger, Karin Nelson, Sherry Kenney, Keri Carroll, Michael Lorenzetti, John Sabala, Kirstin Finneran, Sumitra Potharazu, Dave Nutt, Malcolm Morris, Mark Castlevecchi, Karen Werle

Public Comment

Weber read the following statement into the Minutes:

The Board recognizes its responsibility to provide an opportunity for anyone wishing to comment at any meeting to do so. Citizens are asked to sign in to comment, and each speaker will be allowed five minutes. Any person wishing to address the Board will be accommodated in accordance with the comment policy stated on the sign-in sheet.

Weber inquired if there were any individuals wishing to address the Board. Mark Castlevecchi of Sleepy Hollow spoke to his concerns over awarding the contract for parking lot repavement.

New Business**Exhibit C.2 Resolution 2022-06 Honoring David Nutt**

Weber called for a motion to *ADOPT RESOLUTION 2022-06 HONORING DAVID NUTT*. Moved by Corbett and seconded by Evans, item opened for discussion. Trustees thanked former Treasurer Nutt, who was present at the meeting, for his years of service to the Library District. Secretary Evans read the Resolution into the Minutes.

RESOLUTION 2022-06
HONORING
DAVID NUTT

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

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

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

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

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

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

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

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

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

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

Weber then called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried.

President's Report

Trustee Election

Weber noted nomination petitions for those trustees who have terms that expire in 2023 can begin circulating their petitions today. The filing period will be December 12 – 19, 2022.

ILA Trustee Day

Any trustee interested in attending the Illinois Library Associations's Trustee Day on October 20, 2022 should contact administration for registration information.

Director's Report

Illinois Public Library Annual Report

Director Dodson presented a statistical overview of the achievements and operations of FRVPLD from FY1718 through FY2122. The IPLAR Report serves to qualify the Library as eligible to receive grant funding.

Summer Reading Challenge Wrap-up

Randall Oaks Manager Brittany Berger noted an increased participation rate of 44% for all age groups this year. Similarly, all groups had significantly more finishers in 2022, up 36% from last year.

Department Reports and Dashboard

Weber inquired if there were any questions or comments on the Department Reports or Dashboard; there were none.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the July 19, 2022 Board of Trustees Meeting
- A.1.b Minutes from the August 20, 2022 Committee of the Whole Meeting
- A.1.c Check/Voucher Register – AP & Payroll Complete for July 2022 totaling \$432,074.09
- A.1.d Check/Voucher Register – AP & Payroll Complete for August 2022 totaling \$382,180.42
- A.1.e Monthly Financial Report for July 2022
- A.1.f Monthly Financial Report for August 2022
- A.1.g Revenue Summary – All Funds Combined – Budget v Actual Revenues for July 2022

- A.1.h Revenue Summary – All Funds Combined – Budget v Actual Revenues for August 2022
- A.1.i Revenue Summary – All Funds Combined by Period for July 2022 and August 2022
- A.1.j Expenditure Summary – All Funds Combined – Budget v Actual Expenses for July 2022
- A.1.k Expenditure Summary – All Funds Combined – Budget v Actual Expenses for August 2022
- A.1.l Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for July 2022
- A.1.m Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for August 2022
- A.1.n Expenditure Summary – All Funds Combined by Period for July and August 2022
- A.1.o Balance Sheet for July 2022
- A.1.p Balance Sheet for August 2022
- A.1.q Ehlers Investment Inventory for July and August 2022

Weber inquired if there were any items Trustees would like removed for further discussion. Corbett requested A.1.c be withheld. Weber then called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.B, AND A.1.D THROUGH A.1.Q AS PRESENTED*. Moved by Finn and seconded by Goyke, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried.

Weber then called for a motion to *APPROVE CONSENT AGENDA ITEM A.1.C AS PRESENTED*. Moved by Corbett and seconded by Dellamaria, item opened for discussion. Corbett inquired as to the nature of an item listed as payment to the Park Ridge Library in July. There was agreement to approve pending explanation. Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried.

Unfinished Business

There was no Unfinished Business.

New Business

Exhibit C.3 Ordinance 2022-07 Budget and Appropriation Ordinance

Weber called for a motion to *ADOPT ORDINANCE 2022-07 BUDGET AND APPROPRIATION IN THE AMOUNT OF \$6,390,821.00 FOR FISCAL YEAR 2022 - 2023 AS PRESENTED*. Moved by Goyke and seconded by Finn, item opened for discussion.

Trustees noted the ordinance was well explained and straightforward. There being no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.4 Parking Lot Repair Contract – Done Rite Sealcoating

Weber called for a motion to *AWARD A CONTRACT FOR REMOVAL AND REPLACEMENT OF THE ASPHALT PARKING LOT INCLUDING RE-STRIPING AT THE DUNDEE LIBRARY, TO DONE RITE SEALCOATING IN AN AMOUNT NOT TO EXCEED \$84,000.00*. Moved by Corbett and seconded by Finn, item opened for discussion. Trustees determined more information was needed. Weber called for a roll call vote on the motion before the Board to *AWARD A CONTRACT FOR REMOVAL AND REPLACEMENT OF THE ASPHALT PARKING LOT INCLUDING RE-STRIPING AT THE DUNDEE LIBRARY, TO DONE RITE SEALCOATING IN AN AMOUNT NOT TO EXCEED \$84,000.00*.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 0 ayes, 6 nays, 0 absent. Motion failed.

Weber then called for a motion to *TABLE EXHIBIT C.4 AWARD A CONTRACT FOR REMOVAL AND REPLACEMENT OF THE ASPHALT PARKING LOT INCLUDING RE-STRIPING AT THE DUNDEE LIBRARY, TO DONE RITE SEALCOATING IN AN AMOUNT NOT TO EXCEED \$84,000.00 FOR THE OCTOBER 18, 2022 BOARD MEETING*. Moved by Dellamaria and seconded by Goyke, item opened for discussion. Being none, Weber called for a roll call vote on the motion to *TABLE EXHIBIT C.4 AWARD A CONTRACT FOR REMOVAL AND REPLACEMENT OF THE ASPHALT PARKING LOT INCLUDING RE-STRIPING AT THE DUNDEE LIBRARY, TO DONE RITE SEALCOATING IN AN AMOUNT NOT TO EXCEED \$84,000.00 FOR THE OCTOBER 18 BOARD MEETING*.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.5 Snow Removal Contract - Valley Enterprises

Weber called for a motion to *AUTHORIZE THE DIRECTOR TO CONTRACT FOR SERVICES FOR A 3-YEAR PERIOD (FY2223 THRU FY2425) WITH VALLEY ENTERPRISES FOR SNOW REMOVAL AND DE-ICING SERVICES AT THE DUNDEE LIBRARY*. Moved by Finn and seconded by Dellamaria, item opened for discussion. The Library has been pleased with Valley Enterprises service the past few years; and they remained the lowest cost provider. There was no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.6 Agreement Extension – Imperial Service Systems

Weber called for a motion to *AUTHORIZE THE DIRECTOR TO CONTINUE THE AGREEMENT WITH IMPERIAL SERVICE SYSTEMS, INC.* Moved by Corbett and seconded by Finn, item opened for discussion. Dodson explained that pending resolution of Facilities staffing issues, Board approval was sought to allow Dodson to exceed her approved spending limit and continue the agreement with Imperial for custodial services. There was no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried.

Executive Session

Weber announced the Board would go into Executive Session and called for a motion to *ADJOURN IN ACCORDANCE WITH 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*. Moved by Corbett and seconded by Goyke, action is expected upon return to open session. Meeting adjourned at 8:01 PM by unanimous voice vote.

Return to Open Session

Weber called the regular meeting back to order at 8:12 PM.

Roll Call

Members present:	President	Kristina Weber
	Vice Pres	Richard Corbett
	Treasurer	Tara Flinn
	Secretary	Christine Evans
	Trustee	Matt Goyke
	Trustee	Maryann Dellamaria
	Trustee	vacancy

Members absent: none

Others present: none

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

Weber called for a motion to *APPROVE THE REPORT OF THE CLOSED SESSION MINUTES REVIEW AND DESTRUCTION OF ALL AUDIO RECORDINGS MADE PRIOR TO MARCH 20, 2021*. Moved by Goyke and seconded by Corbett, item opened for discussion.

There was no discussion; Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Evans, Corbett, Weber – aye. 6 ayes, 0 nays, 0 absent. Motion carried.

There being no further business to discuss, Weber called for a motion to *ADJOURN*. Moved by Evans and seconded by Corbett, motion approved by unanimous voice vote.

Meeting adjourned at 8:14 PM.

Christine L. Evans, Secretary

Fox River Valley Public Library District
Check/Voucher Register - AP Payroll Complete
From 9/1/2022 Through 9/30/2022

10100 - BANK ACCOUNTS

Vendor Name	Check Number	Effective Date	Check Amount	
Accurate Office Supply Co.	44136	9/19/2022	117.67	
Ziegler's Ace Hardware	44137	9/19/2022	8.40	
American Library Association	44138	9/19/2022	258.00	
SYNCB/AMAZON	44139	9/19/2022	356.01	
AT&T	44140	9/19/2022	3,151.23	
AT & T Mobility	44141	9/19/2022	111.41	
B&H Foto & Electronic Corp	44142	9/19/2022	8,959.00	Lab Laptop Replacement
Brodart Co.	44143	9/19/2022	66.26	
CDS Office Technologies	44144	9/19/2022	761.91	
ComEd	44145	9/19/2022	5,105.07	
Comprise Technologies, Inc.	44146	9/19/2022	6,162.00	
Creative Promotional Apparel, Inc.	44147	9/19/2022	1,933.82	
Demco, Inc.	44149	9/19/2022	165.99	
Dennis Wolkowicz (Jay Warren)	44150	9/19/2022	225.00	
Ehlers Investment Partners, LLC	44151	9/19/2022	341.38	
Elgin Key & Lock Co., Inc.	44152	9/19/2022	159.50	
First Metropolitan Translation Services	44153	9/19/2022	388.60	
Garveys Office Products	44154	9/19/2022	1,720.15	
Groot, Inc	44155	9/19/2022	118.65	
Hagg Press	44156	9/19/2022	6,988.00	
Hall Pass	44157	9/19/2022	12.00	
ID Label, Inc.	44158	9/19/2022	297.00	
Imperial Service Systems, Inc	44159	9/19/2022	4,960.82	
IncredibleBats	44160	9/19/2022	370.00	
INGRAM Library Services	44164	9/19/2022	12,096.81	
KONE, INC	44165	9/19/2022	304.84	
Lauterbach & Amen, LLP	44166	9/19/2022	6,900.00	Audit fee
Midwest Tape Exchange, Inc.	44168	9/19/2022	4,925.11	
Nicor Gas	44169	9/19/2022	111.04	
Sebert Landscaping Inc.	44170	9/19/2022	573.04	
Serve and Protect Law LLC	44171	9/19/2022	400.00	
Technology Management Rev Fund	44172	9/19/2022	427.50	
Cardmember Service	44173	9/19/2022	2,611.37	
Wellness Insurance Network	44174	9/19/2022	15,951.18	
Paddock Publications, Inc.	44175	9/22/2022	83.95	
Office of the Secretary of State of Illinois	Aug TSYS Withdrawn Se	9/1/2022	1,057.00	
Illinois Municipal Retirement	DD09/27/2022-IMRF	9/30/2022	21,743.68	
Paylocity Payroll	DD202209 Paylocity	9/9/2022	293.32	
Paylocity Payroll	DD202209 Paylocity 2	9/28/2022	593.93	
TSYS Merchant Solutions-Omaha	DD20220902 SSLT	9/2/2022	75.00	
TSYS Merchant Solutions-Omaha	DD2022090222	9/2/2022	285.25	
Office of the Secretary of State of Illinois	DD20220930 Secretary	9/30/2022	4,634.00	
Comcast	STMT202209Comcast	9/30/2022	1,814.48	
Comcast	STMT202209DL-Comca	9/29/2022	303.77	
Comcast	STMT202209RO-Comca	9/29/2022	<u>201.18</u>	
	Total 10100 - BANK ACCOUNTS		<u>118,124.32</u>	
Report Total			<u>118,124.32</u>	

Fox River Valley Public Library District
Check/Voucher Register - AP & Payroll Complete
10100 - BANK ACCOUNTS
From 09/01/22 Through 09/30/22

Page 1 Total \$ 118,124.32

<u>MONTHLY PAYROLL EXPENSE</u>	
GROSS PAYROLL-September 2022	\$ 157,381.96
<u>LESS EMPLOYEE PORTION:</u>	
MEDICAL INSURANCE	2,049.36
DENTAL INSURANCE	290.98
I.M.R.F	7875.14
<u>PLUS EMPLOYER PORTION:</u>	
I.M.R.F	13,868.54
MEDICARE/F.I.C.A.	12,317.89
TOTAL PAYROLL EXPENSE	173,352.91
*Minus IMRF Employer Portion Direct Debit	(13,868.54)
	\$ 159,484.37

\$ 159,484.37

\$ 277,608.69

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 9/1/2022 Through 9/30/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
43010	TAX LEVY	1,255,111.37	3,300,381.54	86.21%	527,867.46	3,828,249.00	13.78%
43020	PPRT	0.00	28,183.97	35.22%	51,816.03	80,000.00	64.77%
44010	INT & DIV INCOME	8,584.15	21,462.08	715.40%	(18,462.08)	3,000.00	(615.40)%
45010	PER CAPITA GRANT	105,506.75	105,506.75	103.16%	(3,233.20)	102,273.55	(3.16)%
45020	OTHER GRANTS	2,334.87	2,334.87	23.34%	7,665.13	10,000.00	76.65%
45030	SRC SPONSORSHIP	45.80	45.80	0.00%	(45.80)	0.00	0.00%
46030	LOST & DAMAGED	628.47	1,302.59	26.05%	3,697.41	5,000.00	73.94%
46250	LICENSE PLATE RENEWAL INCOME	6,187.00	26,260.00	32.82%	53,740.00	80,000.00	67.17%
46400	MISCELLANEOUS INCOME	27.03	89.61	17.92%	410.39	500.00	82.07%
46450	REIMBURSEMENTS	0.00	0.00	0.00%	18,000.00	18,000.00	100.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	282.00	23.50%	918.00	1,200.00	76.50%
1	Dundee Library						
00	DEPARTMENT-WIDE						
46110	MEETING RM RENTAL	0.00	0.00	0.00%	50.00	50.00	100.00%
46200	PRINT/COPY REVENUE	715.34	1,491.39	42.61%	2,008.61	3,500.00	57.38%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	1.50	9.00	18.00%	41.00	50.00	82.00%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
46200	PRINT/COPY REVENUE	77.85	110.65	22.13%	389.35	500.00	77.87%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	0.00	1.50	3.00%	48.50	50.00	97.00%
	Total REVENUES	<u>1,379,314.13</u>	<u>3,487,461.75</u>	<u>84.39%</u>	<u>644,910.80</u>	<u>4,132,372.55</u>	15.61%
	Total Revenues	<u>1,379,314.13</u>	<u>3,487,461.75</u>	<u>84.39%</u>	<u>644,910.80</u>	<u>4,132,372.55</u>	15.61%
	Expenditures						
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
70000	TRANSFER OUT	<u>0.00</u>	<u>200,000.00</u>	<u>0.00%</u>	<u>(200,000.00)</u>	<u>0.00</u>	0.00%
	Total TRANSFERS BETWEEN FUNDS	<u>0.00</u>	<u>200,000.00</u>	<u>0.00%</u>	<u>(200,000.00)</u>	<u>0.00</u>	0.00%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
10 - GENERAL/CORPORATE
From 9/1/2022 Through 9/30/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
15	PERSONNEL						
	SERVICES/BENEFITS						
0	District Wide						
00	DEPARTMENT-WIDE						
52120	EMPLOYEE INSURANCES	13,516.84	39,352.02	16.67%	196,647.98	236,000.00	83.32%
52121	IMRF	13,868.54	45,116.62	22.00%	159,883.38	205,000.00	77.99%
52122	REIMBURSED INS	94.00	282.00	23.50%	918.00	1,200.00	76.50%
52160	TUITION REIMB	0.00	0.00	0.00%	10,000.00	10,000.00	100.00%
52212	FICA / MEDICARE	12,317.89	35,371.96	21.05%	132,628.04	168,000.00	78.94%
05	ADMINISTRATION						
52100	SALARIES	34,126.12	92,048.62	19.69%	375,237.38	467,286.00	80.30%
40	PUBLIC RELATIONS						
52100	SALARIES	11,766.51	27,551.50	18.22%	123,648.50	151,200.00	81.77%
50	IT / NETWORK						
52100	SALARIES	8,711.48	25,892.93	22.76%	87,840.07	113,733.00	77.23%
60	PATS						
52100	SALARIES	9,081.00	29,079.55	21.49%	106,191.45	135,271.00	78.50%
90	FACILITIES						
52100	SALARIES	8,706.90	26,125.96	15.64%	140,871.04	166,997.00	84.35%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
52100	SALARIES	30,405.10	90,389.31	20.30%	354,850.69	445,240.00	79.69%
20	YOUTH SERVICES						
52100	SALARIES	21,354.84	59,974.77	21.18%	223,169.23	283,144.00	78.81%
70	ACCOUNT SERVICES						
52100	SALARIES	22,897.43	67,678.75	21.85%	242,025.25	309,704.00	78.14%
75	SHELVERS						
52100	SALARIES	0.00	444.00	0.00%	(444.00)	0.00	0.00%
2	Randall Oaks						
80	RANDALL OAKS						
52100	SALARIES	16,309.22	48,946.63	20.88%	185,383.37	234,330.00	79.11%
	Total PERSONNEL SERVICES/BENEFITS	203,155.87	588,254.62	20.10%	2,338,850.38	2,927,105.00	79.90%
20	LIBRARY MATERIALS						
0	District Wide						
00	DEPARTMENT-WIDE						
60900	MATERIALS SUPPLIES	204.90	3,379.47	33.79%	6,620.53	10,000.00	66.20%
61500	DATABASES	0.00	27,003.77	46.75%	30,749.23	57,753.00	53.24%
61510	EBOOKS	1,573.20	40,322.86	69.88%	17,377.14	57,700.00	30.11%
61520	DOWNLOADABLE MEDIA	1,837.51	5,615.20	16.87%	27,659.80	33,275.00	83.12%

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		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining	
	61540	HOTSPOTS	1,320.00	4,800.00	48.00%	5,200.00	10,000.00	52.00%
	64100	PROC FEES BOOKS	357.00	821.47	20.53%	3,178.53	4,000.00	79.46%
	64200	PROC FEES AV	1,141.97	1,979.37	24.74%	6,020.63	8,000.00	75.25%
	64500	ONLINE ORDERING FEE	0.00	0.00	0.00%	700.00	700.00	100.00%
	70900	SUPPLIES	12.74	12.74	0.00%	(12.74)	0.00	0.00%
05		ADMINISTRATION						
	61120	BOOKS NF	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
	61200	PERIODICALS	0.00	1,622.88	81.14%	377.12	2,000.00	18.85%
1		Dundee Library						
00		DEPARTMENT-WIDE						
	61200	PERIODICALS	0.00	3,187.43	70.83%	1,312.57	4,500.00	29.16%
	61600	VIDEOGAMES	826.10	826.10	4.85%	16,173.90	17,000.00	95.14%
10		ADULT & TEEN SERVICES						
	61110	BOOKS FICTION	2,923.67	7,842.24	24.50%	24,157.76	32,000.00	75.49%
	61111	BOOKS LARGE TYPE	316.46	785.38	19.63%	3,214.62	4,000.00	80.36%
	61120	BOOKS NF	951.35	1,452.05	9.07%	14,547.95	16,000.00	90.92%
	61130	BOOKS SPANISH	0.00	119.85	2.99%	3,880.15	4,000.00	97.00%
	61140	GRAPHIC NOVELS	268.89	1,382.41	55.29%	1,117.59	2,500.00	44.70%
	61330	AUDIOBOOKS	557.87	1,511.65	21.59%	5,488.35	7,000.00	78.40%
	61350	MUSIC	529.39	988.46	24.71%	3,011.54	4,000.00	75.28%
	61400	DVD	1,959.45	3,744.50	30.56%	8,505.50	12,250.00	69.43%
	61700	NONTRADITIONAL MATERIALS	(10.99)	45.26	0.90%	4,954.74	5,000.00	99.09%
15		TEEN						
	61100	BOOKS	763.93	1,670.40	20.88%	6,329.60	8,000.00	79.12%
	61130	BOOKS SPANISH	153.15	191.79	9.58%	1,808.21	2,000.00	90.41%
	61330	AUDIOBOOKS	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
20		YOUTH SERVICES						
	61100	BOOKS	2,092.77	5,846.54	12.99%	39,153.46	45,000.00	87.00%
	61130	BOOKS SPANISH	431.66	733.21	9.16%	7,266.79	8,000.00	90.83%
	61330	AUDIOBOOKS	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
	61350	MUSIC	0.00	0.00	0.00%	500.00	500.00	100.00%
	61400	DVD	670.90	1,053.25	21.06%	3,946.75	5,000.00	78.93%
	61700	NONTRADITIONAL MATERIALS	3.38	1,234.37	35.26%	2,265.63	3,500.00	64.73%
2		Randall Oaks						
00		DEPARTMENT-WIDE						
	61200	PERIODICALS	0.00	1,497.44	99.82%	2.56	1,500.00	0.17%
	61600	VIDEOGAMES	592.70	592.70	11.85%	4,407.30	5,000.00	88.14%
10		ADULT & TEEN SERVICES						

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		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining	
	61110	BOOKS FICTION	1,022.03	2,742.28	27.42%	7,257.72	10,000.00	72.57%
	61120	BOOKS NF	191.05	256.78	8.55%	2,743.22	3,000.00	91.44%
	61400	DVD	492.49	1,247.34	16.63%	6,252.66	7,500.00	83.36%
15		TEEN						
	61100	BOOKS	297.01	622.57	20.75%	2,377.43	3,000.00	79.24%
	61330	AUDIOBOOKS	0.00	0.00	0.00%	250.00	250.00	100.00%
20		YOUTH SERVICES						
	61100	BOOKS	1,111.96	2,460.60	17.57%	11,539.40	14,000.00	82.42%
	61130	BOOKS SPANISH	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
	61400	DVD	489.52	655.94	21.86%	2,344.06	3,000.00	78.13%
	61700	NONTRADITIONAL MATERIALS	50.00	50.00	10.00%	450.00	500.00	90.00%
		Total LIBRARY MATERIALS	23,132.06	128,298.30	30.81%	288,129.70	416,428.00	69.19%
51		LIBRARY OPERATIONS						
0		District Wide						
00		DEPARTMENT-WIDE						
	52123	WORKERS COMP	0.00	1,950.00	25.00%	5,850.00	7,800.00	75.00%
	52124	UNEMPLOYMENT INS	0.00	1,679.56	16.79%	8,320.44	10,000.00	83.20%
	52130	STAFF DEVELOPMENT	0.00	400.00	5.97%	6,300.00	6,700.00	94.02%
	70800	POSTAGE	348.99	832.56	27.75%	2,167.44	3,000.00	72.24%
	70900	SUPPLIES	227.01	2,360.27	18.15%	10,639.73	13,000.00	81.84%
	73225	PUBLIC LIABILITY INS	0.00	0.00	0.00%	40,000.00	40,000.00	100.00%
	73230	TRANSPORTATION REIMBURSEMENT	0.00	24.87	0.49%	4,975.13	5,000.00	99.50%
	73240	BOARD EXPENSES	0.00	375.00	15.00%	2,125.00	2,500.00	85.00%
	73241	LEGAL NOTICES FEES	83.95	263.35	13.16%	1,736.65	2,000.00	86.83%
	73242	MEMBERSHIPS	0.00	300.00	10.34%	2,600.00	2,900.00	89.65%
	73245	BACKGROUND CHECK FEES	12.00	27.00	6.75%	373.00	400.00	93.25%
	73250	BANK CHARGES	285.25	735.86	24.52%	2,264.14	3,000.00	75.47%
	73255	INVESTMENT FEES	341.38	1,012.71	16.87%	4,987.29	6,000.00	83.12%
	73260	LOST & PAID FORWARDING	0.00	0.00	0.00%	500.00	500.00	100.00%
	73280	COST OF ITEMS SOLD	0.00	0.00	0.00%	500.00	500.00	100.00%
	73281	TAX EXPENSE	0.00	0.00	0.00%	150.00	150.00	100.00%
	73282	LICENSE PLATE SEC OF STATE REIMBURSEMENT	5,087.00	21,874.25	29.16%	53,125.75	75,000.00	70.83%
	73283	LICENSE PLATE S&SLT FEES	75.00	75.00	12.00%	550.00	625.00	88.00%

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		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
73285	REIMBURSED PURCHASES	0.00	3,000.00	16.66%	15,000.00	18,000.00	83.33%
73290	HOSPITALITY	0.00	20.11	0.57%	3,479.89	3,500.00	99.42%
73295	MEETING EXPENSE	10.42	449.28	44.92%	550.72	1,000.00	55.07%
76500	CASH UNDER	0.00	0.00	0.00%	249.50	249.50	100.00%
79990	CONTINGENT EXPENSES	0.00	1,510.00	50.33%	1,490.00	3,000.00	49.66%
05	ADMINISTRATION						
52130	STAFF DEVELOPMENT	995.00	995.00	18.09%	4,505.00	5,500.00	81.90%
52150	DIRECTOR'S CONF	0.00	100.00	2.85%	3,400.00	3,500.00	97.14%
73242	MEMBERSHIPS	0.00	851.00	31.87%	1,819.00	2,670.00	68.12%
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	0.00	201.96	10.09%	1,798.04	2,000.00	89.90%
30	PUBLIC SERVICE						
70900	SUPPLIES	0.00	499.81	7.14%	6,500.19	7,000.00	92.85%
40	PUBLIC RELATIONS						
52130	STAFF DEVELOPMENT	0.00	475.00	47.50%	525.00	1,000.00	52.50%
73242	MEMBERSHIPS	0.00	0.00	0.00%	150.00	150.00	100.00%
50	IT / NETWORK						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	290.00	290.00	100.00%
60	PATS						
73242	MEMBERSHIPS	0.00	150.00	100.00%	0.00	150.00	0.00%
90	FACILITIES						
70900	SUPPLIES	456.70	1,012.63	10.12%	8,987.37	10,000.00	89.87%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	710.44	2,015.64	28.79%	4,984.36	7,000.00	71.20%
73520	PLANT OPERATION	177.65	2,718.69	13.59%	17,281.31	20,000.00	86.40%
10	ADULT & TEEN SERVICES						
52130	STAFF DEVELOPMENT	275.00	275.00	5.50%	4,725.00	5,000.00	94.50%
73242	MEMBERSHIPS	236.00	286.00	22.17%	1,004.00	1,290.00	77.82%
20	YOUTH SERVICES						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
70	ACCOUNT SERVICES						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	300.00	300.00	100.00%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73215	COPIER/PRINT EXPENSE	51.47	198.01	19.80%	801.99	1,000.00	80.19%

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		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
73505	RENT EXPENSE	5,407.50	16,222.50	25.00%	48,667.50	64,890.00	75.00%
80	RANDALL OAKS						
52130	STAFF DEVELOPMENT	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
73242	MEMBERSHIPS	0.00	0.00	0.00%	425.00	425.00	100.00%
	Total LIBRARY OPERATIONS	14,780.76	62,891.06	18.05%	285,598.44	348,489.50	81.95%
52	PUBLIC RELATIONS						
0	District Wide						
00	DEPARTMENT-WIDE						
70800	POSTAGE	0.00	2,500.00	22.72%	8,500.00	11,000.00	77.27%
70900	SUPPLIES	433.94	3,921.08	65.35%	2,078.92	6,000.00	34.64%
73010	NEWSLETTER	6,988.00	6,988.00	25.88%	20,012.00	27,000.00	74.11%
73020	OUTSIDE PRINTING	0.00	0.00	0.00%	1,500.00	1,500.00	100.00%
73290	HOSPITALITY	0.00	0.00	0.00%	200.00	200.00	100.00%
	Total PUBLIC RELATIONS	7,421.94	13,409.08	29.34%	32,290.92	45,700.00	70.66%
53	GENERAL PROGRAMMING						
0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73150	PERFORMERS	0.00	0.00	0.00%	4,500.00	4,500.00	100.00%
73151	SUMMER READING	0.00	1,499.20	9.37%	14,500.80	16,000.00	90.63%
73152	WINTER READING	0.00	0.00	0.00%	3,000.00	3,000.00	100.00%
73153	MISC READING CHALLENGES	0.00	0.00	0.00%	2,500.00	2,500.00	100.00%
73155	LICENSING	0.00	0.00	0.00%	1,700.00	1,700.00	100.00%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
70900	SUPPLIES	178.39	1,076.26	20.50%	4,173.74	5,250.00	79.49%
15	TEEN						
70900	SUPPLIES	110.61	275.68	13.78%	1,724.32	2,000.00	86.21%
73150	PERFORMERS	0.00	0.00	0.00%	500.00	500.00	100.00%
20	YOUTH SERVICES						
70900	SUPPLIES	381.67	1,406.84	10.82%	11,593.16	13,000.00	89.17%
73150	PERFORMERS	0.00	300.00	7.50%	3,700.00	4,000.00	92.50%
2	Randall Oaks						
80	RANDALL OAKS						
70900	SUPPLIES	80.78	660.24	33.01%	1,339.76	2,000.00	66.98%
	Total GENERAL PROGRAMMING	751.45	5,218.22	9.24%	51,231.78	56,450.00	90.76%
54	COMPUTER						

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0	District Wide						
00	DEPARTMENT-WIDE						
70900	SUPPLIES	0.00	451.40	18.05%	2,048.60	2,500.00	81.94%
73320	CCS SHARED COST	0.00	15,271.76	23.97%	48,428.24	63,700.00	76.02%
73330	CONSULTING - COMPUTER SERVICES	0.00	0.00	0.00%	15,000.00	15,000.00	100.00%
73340	SOFTWARE	2,657.63	4,517.62	13.90%	27,982.38	32,500.00	86.09%
73350	INTERNET LINES	3,578.73	4,664.37	47.11%	5,235.63	9,900.00	52.88%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	228.77	903.77	37.65%	1,496.23	2,400.00	62.34%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73350	INTERNET LINES	201.18	794.43	33.10%	1,605.57	2,400.00	66.89%
	Total COMPUTER	6,666.31	26,603.35	20.72%	101,796.65	128,400.00	79.28%
55	PROFESSIONAL FEES						
0	District Wide						
00	DEPARTMENT-WIDE						
73246	PAYROLL SERVICE	887.25	2,946.32	19.64%	12,053.68	15,000.00	80.35%
73410	LEGAL FEES	0.00	900.00	9.00%	9,100.00	10,000.00	91.00%
73420	AUDIT EXPENSE	0.00	6,900.00	66.34%	3,500.00	10,400.00	33.65%
	Total PROFESSIONAL FEES	887.25	10,746.32	30.36%	24,653.68	35,400.00	69.64%
61	MAINTENANCE						
0	District Wide						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	0.00	8,109.00	38.61%	12,891.00	21,000.00	61.38%
73310	CATALOGING - COMPUTER SERVICE	0.00	2,168.69	26.99%	5,863.81	8,032.50	73.00%
73530	EQUIPMENT MAINT	520.00	520.00	52.00%	480.00	1,000.00	48.00%
73640	FUEL	137.23	515.50	25.77%	1,484.50	2,000.00	74.22%
79990	CONTINGENT EXPENSES	0.00	0.00	0.00%	1,000.00	1,000.00	100.00%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	0.00	22,687.00	100.00%	0.00	22,687.00	0.00%
73500	BUILDING REPAIRS AND MAINTENANCE	9,960.00	14,328.00	47.76%	15,672.00	30,000.00	52.24%
73530	EQUIPMENT MAINT	0.00	0.00	0.00%	2,000.00	2,000.00	100.00%
73540	CONTRACTS: BUILDING MAINTENANCE	9,717.81	11,915.77	23.83%	38,084.23	50,000.00	76.16%
2	Randall Oaks						

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00	DEPARTMENT-WIDE						
73301	COMPUTER MAINT	0.00	14,072.00	100.00%	0.00	14,072.00	0.00%
73500	BUILDING REPAIRS AND MAINTENANCE	1,550.54	1,550.54	310.10%	(1,050.54)	500.00	(210.10)%
73530	EQUIPMENT MAINT	0.00	0.00	0.00%	500.00	500.00	100.00%
73540	CONTRACTS: BUILDING MAINTENANCE	1,660.00	1,660.00	0.00%	(1,660.00)	0.00	0.00%
	Total MAINTENANCE	23,545.58	77,526.50	50.74%	75,265.00	152,791.50	49.26%
65	UTILITIES						
0	District Wide						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	111.41	349.00	232.66%	(199.00)	150.00	(132.66)%
1	Dundee Library						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	1,710.90	2,768.10	19.02%	11,781.90	14,550.00	80.97%
73610	ELECTRICITY	4,638.05	14,457.86	30.76%	32,542.14	47,000.00	69.23%
73620	WATER AND SEWER	0.00	452.90	9.05%	4,547.10	5,000.00	90.94%
73630	GAS	111.04	328.16	6.56%	4,671.84	5,000.00	93.43%
2	Randall Oaks						
00	DEPARTMENT-WIDE						
73200	TELEPHONE & FAX	178.58	267.83	10.71%	2,232.17	2,500.00	89.28%
	Total UTILITIES	6,749.98	18,623.85	25.10%	55,576.15	74,200.00	74.90%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIP	895.00	895.00	8.13%	10,105.00	11,000.00	91.86%
73300	COMPUTER EQUIPMENT	0.00	0.00	0.00%	17,300.00	17,300.00	100.00%
1	Dundee Library						
10	ADULT & TEEN SERVICES						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	17,000.00	17,000.00	100.00%
20	YOUTH SERVICES						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	8,275.00	8,275.00	100.00%
	Total CAPITAL EXPENSE	895.00	895.00	1.67%	52,680.00	53,575.00	98.33%
	Total Expenditures	287,986.20	1,132,466.30	26.72%	3,106,072.70	4,238,539.00	73.28%
	Net Increase(Decrease) in Fund Balance	1,091,327.93	2,354,995.45	(2,218.21)%	(2,461,161.90)	(106,166.45)	2,318.21%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
70 - CAPITAL PROJECTS/SPECIAL RESERVE
From 9/1/2022 Through 9/30/2022

		Month Activity	Year Activity	FY2223 Percent Used	FY2223 \$ Remaining	Total Budget - FY2223 Working Budget	FY2223 Percent Total Budget Remaining
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	4,759.16	11,372.18	25.27%	33,627.82	45,000.00	74.72%
	Total REVENUES	4,759.16	11,372.18	25.27%	33,627.82	45,000.00	74.73%
01	TRANSFERS BETWEEN FUNDS						
0	District Wide						
00	DEPARTMENT-WIDE						
40000	TRANSFER IN	0.00	200,000.00	0.00%	(200,000.00)	0.00	0.00%
	Total TRANSFERS BETWEEN FUNDS	0.00	200,000.00	0.00%	(200,000.00)	0.00	0.00%
	Total Revenues	4,759.16	211,372.18	469.72%	(166,372.18)	45,000.00	(369.72)%
	Expenditures						
54	COMPUTER						
0	District Wide						
00	DEPARTMENT-WIDE						
73300	COMPUTER EQUIPMENT	8,959.00	24,424.30	45.23%	29,575.70	54,000.00	54.76%
73340	SOFTWARE	0.00	0.00	0.00%	4,000.00	4,000.00	100.00%
	Total COMPUTER	8,959.00	24,424.30	42.11%	33,575.70	58,000.00	57.89%
61	MAINTENANCE						
1	Dundee Library						
00	DEPARTMENT-WIDE						
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	38,334.06	7.37%	481,665.94	520,000.00	92.62%
	Total MAINTENANCE	0.00	38,334.06	7.37%	481,665.94	520,000.00	92.63%
70	CAPITAL EXPENSE						
0	District Wide						
00	DEPARTMENT-WIDE						
73270	FURNITURE & EQUIP	0.00	0.00	0.00%	35,000.00	35,000.00	100.00%
73430	OTHER PROF FEES	0.00	0.00	0.00%	150,000.00	150,000.00	100.00%
73500	BUILDING REPAIRS AND MAINTENANCE	0.00	0.00	0.00%	114,854.00	114,854.00	100.00%
	Total CAPITAL EXPENSE	0.00	0.00	0.00%	299,854.00	299,854.00	100.00%
	Total Expenditures	8,959.00	62,758.36	7.15%	815,095.64	877,854.00	92.85%
	Net Increase(Decrease) in Fund Balance	(4,199.84)	148,613.82	(17.84)%	(981,467.82)	(832,854.00)	117.84%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
80 - WORKING CASH
From 9/1/2022 Through 9/30/2022

	<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2223 Percent Used</u>	<u>FY2223 \$ Remaining</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY2223 Percent Total Budget Remaining</u>
Revenues						
00 REVENUES						
0 District Wide						
00 DEPARTMENT-WIDE						
44010 INT & DIV INCOME	<u>239.78</u>	<u>617.00</u>	<u>17.62%</u>	<u>2,883.00</u>	<u>3,500.00</u>	82.37%
Total REVENUES	<u>239.78</u>	<u>617.00</u>	<u>17.63%</u>	<u>2,883.00</u>	<u>3,500.00</u>	82.37%
Total Revenues	<u>239.78</u>	<u>617.00</u>	<u>17.63%</u>	<u>2,883.00</u>	<u>3,500.00</u>	82.37%
Net Increase(Decrease) in Fund Balance	<u>239.78</u>	<u>617.00</u>	<u>17.62%</u>	<u>2,883.00</u>	<u>3,500.00</u>	82.37%

Fox River Valley Public Library District
Statement of Revenues and Expenditures - MonFin FY2223 - Unposted Transactions Included In Report
90 - DONATION / GIFT
From 9/1/2022 Through 9/30/2022

		<u>Month Activity</u>	<u>Year Activity</u>	<u>FY2223 Percent Used</u>	<u>FY2223 \$ Remaining</u>	<u>Total Budget - FY2223 Working Budget</u>	<u>FY2223 Percent Total Budget Remaining</u>
	Revenues						
00	REVENUES						
0	District Wide						
00	DEPARTMENT-WIDE						
44010	INT & DIV INCOME	386.73	995.14	16.58%	5,004.86	6,000.00	83.41%
49010	MONETARY GIFT	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>100.00%</u>
	Total REVENUES	<u>386.73</u>	<u>995.14</u>	<u>9.05%</u>	<u>10,004.86</u>	<u>11,000.00</u>	<u>90.95%</u>
	Total Revenues	<u>386.73</u>	<u>995.14</u>	<u>9.05%</u>	<u>10,004.86</u>	<u>11,000.00</u>	<u>90.95%</u>
	Net Increase(Decrease) in Fund Balance	<u>386.73</u>	<u>995.14</u>	<u>9.04%</u>	<u>10,004.86</u>	<u>11,000.00</u>	<u>90.95%</u>

Fox River Valley Public Library District
Revenue Summary - All Funds Combined - Budget v Actual Revenues FY2223
From 9/1/2022 Through 9/30/2022

		Month Activity	Year Activity	FY2223 Percent Budget Used	Total Budget - FY2223 Working Budget	FY2223 Budget \$ Remaining	FY2223 Percent Budget Remaining
	Revenues						
43010	TAX LEVY	1,255,111.37	3,300,381.54	86.21%	3,828,249.00	527,867.46	13.78%
43020	PPRT	0.00	28,183.97	35.22%	80,000.00	51,816.03	64.77%
44010	INT & DIV INCOME	13,969.82	34,446.40	59.90%	57,500.00	23,053.60	40.09%
45010	PER CAPITA GRANT	105,506.75	105,506.75	103.16%	102,273.55	(3,233.20)	(3.16)%
45020	OTHER GRANTS	2,334.87	2,334.87	23.34%	10,000.00	7,665.13	76.65%
45030	SRC SPONSORSHIP	45.80	45.80	0.00%	0.00	(45.80)	0.00%
46030	LOST & DAMAGED	628.47	1,302.59	26.05%	5,000.00	3,697.41	73.94%
46110	MEETING RM RENTAL	0.00	0.00	0.00%	50.00	50.00	100.00%
46200	PRINT/COPY REVENUE	793.19	1,602.04	40.05%	4,000.00	2,397.96	59.94%
46250	LICENSE PLATE RENEWAL INCOME	6,187.00	26,260.00	32.82%	80,000.00	53,740.00	67.17%
46300	TAXABLE SALES (USB, DVD, EARBUDS)	1.50	10.50	10.50%	100.00	89.50	89.50%
46400	MISCELLANEOUS INCOME	27.03	89.61	17.92%	500.00	410.39	82.07%
46450	REIMBURSEMENTS	0.00	0.00	0.00%	18,000.00	18,000.00	100.00%
46600	RETIRED EMPLOYEE REIMBURSEMENTS	94.00	282.00	23.50%	1,200.00	918.00	76.50%
49010	MONETARY GIFT	0.00	0.00	0.00%	5,000.00	5,000.00	100.00%
	Total Revenues	<u>1,384,699.80</u>	<u>3,500,446.07</u>	<u>83.51%</u>	<u>4,191,872.55</u>	<u>691,426.48</u>	<u>16.49%</u>
	Net Increase(Decrease) in Fund Balance	<u>1,384,699.80</u>	<u>3,500,446.07</u>	<u>83.50%</u>	<u>4,191,872.55</u>	<u>691,426.48</u>	<u>16.49%</u>

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

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Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Budget V Actual Expenditures FY2223
From 9/1/2022 Through 9/30/2022

Attachment to Exhibit A.1.g

		Month Activity	Year Activity	FY2223 Percent Used	Total Budget - FY2223 Working Budget	FY2223 \$ Remaining	FY2223 Percent Remaining
	Expenditures						
15	Personnel Expenses						
15	PERSONNEL	203,155.87	588,254.62	20.09%	2,927,105.00	2,338,850.38	79.90%
	SERVICES/BENEFITS						
	Total Personnel Expenses	203,155.87	588,254.62	20.10%	2,927,105.00	2,338,850.38	79.90%
20	Library Materials						
20	LIBRARY MATERIALS	21,799.32	126,965.56	30.48%	416,428.00	289,462.44	69.51%
	Total Library Materials	21,799.32	126,965.56	30.49%	416,428.00	289,462.44	69.51%
50	Operating Expenses						
51	LIBRARY OPERATIONS	14,780.76	62,891.06	18.04%	348,489.50	285,598.44	81.95%
52	PUBLIC RELATIONS	7,372.00	13,359.14	29.23%	45,700.00	32,340.86	70.76%
53	GENERAL PROGRAMMING	712.61	5,179.38	9.17%	56,450.00	51,270.62	90.82%
54	COMPUTER	13,975.44	49,377.78	26.49%	186,400.00	137,022.22	73.50%
55	PROFESSIONAL FEES	887.25	10,746.32	30.35%	35,400.00	24,653.68	69.64%
	Total Operating Expenses	37,728.06	141,553.68	21.05%	672,439.50	530,885.82	78.95%
60	Building Expenses						
61	MAINTENANCE	23,545.58	115,860.56	17.22%	672,791.50	556,930.94	82.77%
65	UTILITIES	6,749.98	18,623.85	25.09%	74,200.00	55,576.15	74.90%
	Total Building Expenses	30,295.56	134,484.41	18.00%	746,991.50	612,507.09	82.00%
70	Capital Expense						
70	CAPITAL EXPENSE	0.00	0.00	0.00%	353,429.00	353,429.00	100.00%
	Total Capital Expense	0.00	0.00	0.00%	353,429.00	353,429.00	100.00%
	Total Expenditures	292,978.81	991,258.27	19.37%	5,116,393.00	4,125,134.73	80.63%
	Net Increase(Decrease) in Fund Balance	(292,978.81)	(991,258.27)	19.37%	(5,116,393.00)	(4,125,134.73)	80.62%

Fox River Valley Public Library District
Expenditure Summary - All Funds Combined - Budget v Actual Expenses by Location FY2223
From 9/1/2022 Through 9/30/2022

		Month Activity	Year Activity	FY2223 Percent Used	Total Budget - FY2223 Working Budget	FY2223 Budget \$ Remaining	FY2223 Percent Remaining
	Expenditures						
0	District Wide						
15	Personnel Expenses	112,189.28	320,821.16	19.38%	1,654,687.00	1,333,865.84	80.61%
20	Library Materials	5,114.58	84,225.02	45.66%	184,428.00	100,202.98	54.33%
50	Operating Expenses	29,727.44	114,459.46	21.57%	530,484.50	416,025.04	78.42%
60	Building Expenses	768.64	11,662.19	35.14%	33,182.50	21,520.31	64.85%
70	Capital Expense	0.00	0.00	0.00%	328,154.00	328,154.00	100.00%
	Total District Wide	147,799.94	531,167.83	19.45%	2,730,936.00	2,199,768.17	80.55%
1	Dundee Library						
15	Personnel Expenses	74,657.37	218,486.83	21.04%	1,038,088.00	819,601.17	78.95%
20	Library Materials	12,437.98	32,614.89	17.84%	182,750.00	150,135.11	82.15%
50	Operating Expenses	2,259.69	9,219.04	13.50%	68,240.00	59,020.96	86.49%
60	Building Expenses	26,137.80	105,271.85	15.12%	696,237.00	590,965.15	84.87%
70	Capital Expense	0.00	0.00	0.00%	25,275.00	25,275.00	100.00%
	Total Dundee Library	115,492.84	365,592.61	18.18%	2,010,590.00	1,644,997.39	81.82%
2	Randall Oaks						
15	Personnel Expenses	16,309.22	48,946.63	20.88%	234,330.00	185,383.37	79.11%
20	Library Materials	4,246.76	10,125.65	20.55%	49,250.00	39,124.35	79.44%
50	Operating Expenses	5,740.93	17,875.18	24.24%	73,715.00	55,839.82	75.75%
60	Building Expenses	3,389.12	17,550.37	99.87%	17,572.00	21.63	0.12%
	Total Randall Oaks	29,686.03	94,497.83	25.21%	374,867.00	280,369.17	74.79%
	Total Expenditures	292,978.81	991,258.27	19.37%	5,116,393.00	4,125,134.73	80.63%
	Net Increase(Decrease) in Fund Balance	(292,978.81)	(991,258.27)	19.37%	(5,116,393.00)	(4,125,134.73)	80.62%

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

[illegible]

Fox River Valley Public Library District

Balance Sheet
As of 9/30/2022

		Current Year
Assets		
Cash and Investments		
Checking Accounts		
10100	BANK ACCOUNTS	
10	GENERAL/CORPORATE	4,831,986.43
20	FICA	(21.00)
30	IMRF	21.88
70	CAPITAL PROJECTS/SPECIAL RESERVE	2,444,664.57
90	DONATION / GIFT	4,350.00
	Total Checking Accounts	7,281,001.88
Other Cash		
10900	CASH ON HAND DUNDEE	
10	GENERAL/CORPORATE	332.70
10901	CASH ON HAND RANDALL OAKS	
10	GENERAL/CORPORATE	104.80
	Total Other Cash	437.50
Investments		
10500	INVESTMENT ACCOUNTS	
70	CAPITAL PROJECTS/SPECIAL RESERVE	1,675,354.14
80	WORKING CASH	167,176.56
90	DONATION / GIFT	269,636.52
	Total Investments	2,112,167.22
	Total Cash and Investments	9,393,606.60
Other Assets		
13000	PREPAID RENT	
10	GENERAL/CORPORATE	21,630.00
13100	PREPAID INSURANCE	
10	GENERAL/CORPORATE	35,041.00
13200	PREPAID EXPENSE	
10	GENERAL/CORPORATE	27,072.18
14000	ACCOUNTS RECEIVABLE	
10	GENERAL/CORPORATE	9,025.12
14100	ACCRUED INTEREST RECEIVABLE	
10	GENERAL/CORPORATE	1,313.10
70	CAPITAL PROJECTS/SPECIAL RESERVE	54,622.00
80	WORKING CASH	3,932.00
90	DONATION / GIFT	54,622.00
14300	GRANT RECEIVABLES	
10	GENERAL/CORPORATE	(107,841.62)
14500	PROPERTY TAX RECEIVABLES	
10	GENERAL/CORPORATE	1,793,506.00
	Total Other Assets	1,892,921.78
	Total Assets	11,286,528.38
Liabilities and Fund Balance		
Liabilities		
20000	ACCOUNTS PAYABLE	
10	GENERAL/CORPORATE	34,011.49
21000	ACCRUED PAYROLL	
10	GENERAL/CORPORATE	19,501.00
22055	CREDIT CARD PAYABLE NELSON	
10	GENERAL/CORPORATE	672.71
70	CAPITAL PROJECTS/SPECIAL RESERVE	373.96
22062	CREDIT CARD PAYABLE PACINI	
10	GENERAL/CORPORATE	76.06
22068	CREDIT CARD PAYABLE ZABSKI	
10	GENERAL/CORPORATE	(230.00)
22074	CREDIT CARD PAYABLE KATSION	
10	GENERAL/CORPORATE	511.00
22080	CREDIT CARD PAYABLE POWESIAK	

Fox River Valley Public Library District

Balance Sheet
As of 9/30/2022

		Current Year
10	GENERAL/CORPORATE	(83.26)
22084	CREDIT CARD PAYABLE SABALA	
10	GENERAL/CORPORATE	935.76
22085	CREDIT CARD PAYABLE JI	
10	GENERAL/CORPORATE	327.69
22087	CREDIT CARD PAYABLE WINGER	
10	GENERAL/CORPORATE	137.23
27700	DEFERRED OTHER	
10	GENERAL/CORPORATE	1,604.00
27800	DEFERRED GRANTS	
10	GENERAL/CORPORATE	(107,841.62)
27900	DEFERRED TAXES	
10	GENERAL/CORPORATE	<u>1,793,506.00</u>
	Total Liabilities	1,743,502.02
	Fund Balance	
10	GENERAL/CORPORATE	4,869,041.65
20	FICA	(21.00)
30	IMRF	21.88
70	CAPITAL PROJECTS/SPECIAL RESERVE	4,174,266.75
80	WORKING CASH	171,108.56
90	DONATION / GIFT	<u>328,608.52</u>
	Total Fund Balance	<u>9,543,026.36</u>
	Total Liabilities and Fund Balance	<u><u>11,286,528.38</u></u>



Investment Inventory Month End
FR Valley Investment Holdings (104089)
09/30/2022

Description	Purchase/Settle Date	Maturity Date	Next Call Date	Current Face Value	Coupon Rate	Purchase Yield	CUSIP	Market Value
Cash	---	09/30/2022	---	0.00	0.000	---	CCYUSD	1,509.38
DREYFUS TRS SEC SVC	---	09/30/2022	---	0.00	1.720	---	261941702	6,833.00
Goldman Sachs Bank USA	10/09/2019	10/11/2022	---	200,000.00	1.900	1.932	38149MHE6	199,938.00
ILLINOIS ST	02/22/2021	11/01/2022	---	200,000.00	5.000	0.516	452152P62	200,218.00
LA SALLE CNTY ILL SCH DIST NO 141 OTTAWA	03/10/2021	12/01/2022	---	105,000.00	0.350	0.342	504588GD0	104,446.65
CHICAGO ILL BRD ED	02/22/2021	12/01/2022	---	100,000.00	5.000	0.631	167505XU5	100,234.00
Morgan Stanley Private Bank, National Association	12/05/2019	12/05/2022	---	100,000.00	1.850	1.862	61760A3U1	99,764.00
DU PAGE CNTY ILL CMNTY HIGH SCH DIST NO 094 WEST C	05/21/2020	01/01/2023	---	25,000.00	5.000	1.150	263381DM4	25,118.00
WILL & KENDALL CNTYS ILL CMNTY CONS SCH DIST NO 20	05/21/2020	01/01/2023	---	35,000.00	4.000	1.063	968648C78	35,070.00
BROOKLYN CENTER MINN INDPT SCH DIST NO 286	05/21/2020	02/01/2023	---	20,000.00	5.000	0.965	113853LD5	20,120.00
Sallie Mae Bank	02/05/2020	02/06/2023	---	123,000.00	1.800	1.834	7954506E0	122,233.71
Raymond James Bank	02/14/2020	02/14/2023	---	137,000.00	1.700	1.720	75472RAX9	136,012.23
NEW BRITAIN CONN	05/21/2020	03/01/2023	03/01/2023	5,000.00	5.000	1.398	6427137M7	5,037.65
Citibank, N.A.	04/02/2019	04/03/2023	---	82,000.00	2.750	2.772	17312Q3R8	81,529.32
Morgan Stanley Private Bank, National Association	04/11/2019	04/11/2023	---	150,000.00	2.700	2.724	61760AYK9	149,059.50
UNITED STATES TREASURY	03/23/2022	09/30/2023	---	105,000.00	2.875	2.001	9128285D8	103,638.15
WAUKEGAN ILL	07/21/2020	12/30/2023	---	190,000.00	3.543	0.898	942860QM2	188,037.30
American Express Bank, FSB	03/02/2022	03/04/2024	---	179,000.00	1.600	1.621	02589ABL5	172,568.53
UNITED STATES TREASURY	05/11/2022	05/15/2024	---	220,000.00	0.250	2.626	91282CCC3	206,155.40
---	---	05/23/2023	---	1,976,000.00	2.476	1.626	---	1,957,522.82

B.1 Award Contract for Removal and Replacement of the Asphalt Parking Lot Including Re-Striping at the Dundee Library

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

BACKGROUND INFORMATION:

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

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

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

C.2 Resolution 2022-09 to Determine Estimate of Funds Needed for FY 2022-2023

RECOMMENDED **MOTION**: I move to adopt Resolution 2022-09 to Determine Estimate of Funds Needed for FY 2022-2023 in the amount of \$3,945,200.

BACKGROUND INFORMATION:

The Resolution to Determine Estimate of Funds Needed for Fiscal Year 2022-23 is required in accordance with 35 ILSC 200/Article 18 of the Illinois Property Tax Code. The amount estimated determines whether the district will be required to comply with the Illinois Truth in Taxation Act (TITA). TITA contains specific publication and hearing requirements that must be met prior to the district passing its annual property tax levy. Any estimate greater than 5% above the amount collected the previous year triggers TITA. The "black border notice" required by TITA must be published in language specifically required by state law.

The corporate and special purpose property taxes extended or abated for 2021 were \$3,757,783.

The total Appropriation for FY2223 was \$6,390,821.

Based upon Estimated Rate Setting EAV of \$2,382,159,529 and a PTELL of 5%, we predict total tax revenue received in calendar year 2023 to be \$3,849,364.

The recommended levy of \$3,945,200 is 4.99% over the 2021 extension. This option would avoid the TITA notice and hearing. Assuming some slight variation between estimated EAV and final EAV, this levy is expected to capture all property tax revenues the Library is legally permitted to without triggering TITA.

**RESOLUTION 2022-09 TO DETERMINE ESTIMATE OF FUNDS
NEEDED FOR FISCAL YEAR 2022-2023**

WHEREAS, the Fox River Valley Public Library District must file on or before December 31, 2022 its Levy Ordinance for the 2022-2023 fiscal year; and

WHEREAS, pursuant to the Truth in Taxation Law, the Fox River Valley Public Library District must determine not less than 20 days prior to adoption of its Levy Ordinance the amounts of money estimated to be raised by taxation for the 2022-2023 fiscal year upon the taxable property in said Library District.

NOW, THEREFORE, BE IT RESOLVED AND DETERMINED by the Board of Library Trustees of the Fox River Valley Public Library District that the amount of money estimated to be necessary to be raised by taxation for the 2022-2023 fiscal year upon the taxable property in the Library District is \$3,945,200.

ADOPTED this 18th day of October 2022, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

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

ATTEST:

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