

PUBLIC/LEGAL NOTICE

*The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on July 11, 2018 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois. The LLD records all regular Board meetings. Any person who has a disability requiring accommodations to participate in this meeting should contact the Lisle Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.*

LISLE LIBRARY DISTRICT  
BOARD MEETING  
July 11, 2018 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak
3. Consent Agenda - Action Required
  - a. Approve Minutes of the June 13, 2018 Board Meeting
  - b. Approve Minutes of the June 13, 2018 Executive Session
  - c. Acknowledge Treasurer's Report, 06/30/18, Investment Activity Report, 06/30/18, Current Assets Report, 06/30/18, Revenue Report, 06/30/18, and Expense Report, 06/30/18
  - d. Authorize Payment of Bills, 07/11/18
4. Director's Report

Assign Trustees for "Review of Bills Next Month"  
President Fisher and Trustee Sullivan reviewed the June billings in July.  
Vice President Hummel and Trustee Swistak will review the July billings in August.
5. Assistant Director's Report
6. Committee Reports
  - a. Finance
  - b. Personnel/Policy
  - c. Physical Plant
  - d. LLD Strategic Planning
7. Unfinished Business
  - a. Confirm/Appoint standing committee members
8. New Business
  - a. Approve Resolution 18-03: authorizing preparation and filing of the B&A - Action Required  
Vote to authorize preparation and filing of the B&A ordinance.
  - b. Approve Public Notice of Public Hearing on B&A - Action Required  
Vote to approve B&A Public Notice.
  - c. Appoint Committee to review the minutes
9. Opportunity for Trustee comments (five minutes)

Bartelli, Fisher, Flint, Hummel, Sullivan, Swistak, Wang
10. Adjourn

LISLE LIBRARY DISTRICT  
BOARD MEETING  
June 13, 2018 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President  
Thomas Hummel - Vice President  
Longry Wang - Treasurer  
Marjorie Bartelli - Secretary  
Richard Flint - Trustee  
Liz Sullivan - Trustee  
Emily Swistak - Trustee

Also present:

Tatiana Weinstein - Director  
Beth McQuillan - Assistant Director  
Ginger Boskelly - Finance Director  
Chris Knight - Recording Secretary  
Will Savage - Director of Youth Services

2. Election of Officers

**MOTION:** Trustee Hummel moved to nominate J. Fisher as President of the Board.

Voice Vote - Approved by unanimous Voice Vote

J. Fisher was elected President for a 12 month term.

**MOTION:** Trustee Flint moved to nominate E. Swistak as Vice President of the Board.

Trustee Sullivan moved to nominate T. Hummel as Vice President of the Board.

Roll Call Vote - Trustee Bartelli - *Hummel*, Trustee Flint - *Swistak*, Trustee Fisher - *Hummel*,  
Trustee Hummel - *Hummel*, Trustee Sullivan - *Hummel*, Trustee Swistak - *Swistak*, Trustee Wang - *Hummel*

T. Hummel was elected Vice President for a 12 month term.

**MOTION:** Trustee Flint moved to nominate L. Wang as Treasurer of the Board.

Voice Vote - Approved by unanimous Voice Vote

L. Wang was elected Treasurer for a 12 month term.

**MOTION:** Trustee Flint moved to nominate E. Swistak as Secretary of the Board.

Trustee Hummel moved to nominate M. Bartelli as Secretary of the Board.

Roll Call Vote - Trustee Flint - *Swistak*, Trustee Fisher - *Bartelli*, Trustee Hummel - *Bartelli*,  
Trustee Sullivan - *Bartelli*, Trustee Swistak - *Swistak*, Trustee Wang - *Bartelli*, Trustee Bartelli - *Bartelli*

M. Bartelli was elected Secretary for a 12 month term.

3. Presidential appointment/confirmation of LLD standing committees

President Fisher stated that he would review the standing committees and confirm and/or appoint members next month.

4. Opportunity for visitors to speak - None

5. Consent Agenda

- a. Approve Minutes of the May 9, 2018 Board Meeting

- b. Acknowledge Treasurer's Report, 05/31/18, Investment Activity Report, 05/31/18, Current Assets Report, 05/31/18, Revenue Report, 05/31/18, and Expense Report, 05/31/18
- c. Authorize Payment of Bills, 06/13/18

**MOTION:** Vice President Hummel moved to approve the Consent Agenda. Trustee Sullivan seconded. Roll Call Vote - All Aye. The motion passed.

## 6. Director's Report

Assign Trustees for "Review of Bills Next Month."

Treasurer Wang and Trustee Swistak reviewed the May billings in June.

President Fisher and Trustee Sullivan will review the June billings in July.

Director Weinstein stated that there was a power outage on May 15<sup>th</sup> in the afternoon. The Library lost total power and the building closed temporarily until 5:10 pm. The Library has experienced a few more surges since. The LLD Summer Read kick-off party happened on Saturday, June 2<sup>nd</sup>. Approximately 550 people attended the 4 hour event which included live music, craft tables, a bubble making area, a food truck, a chalk walk, a Readers' Advisory tent, and an indoor sandbox. 451 people registered for Summer Read on the first day. Kids have logged over 73,000 minutes of reading time. Summer Read runs through Friday, July 27<sup>th</sup> and on Saturday, July 28<sup>th</sup> the Library will have a wrap up party from 11 am to 2 pm. The Library has launched a summer lunch program in partnership with the Northern Illinois Food Bank and the West Suburban Community Pantry. The Library received the final calculation for the 2017 tax levy from the DuPage County Clerk's office. Administration drafted a number of policy revisions this past month. There are three in the packet for discussion. The Library received a RAILS multi-type collaborative grant in the amount of \$2,208 for literacy programming. The Library received a \$100 donation from the James S. and Janet G. Loos Fund via their charitable giving firm. Director Weinstein congratulated Trustee Flint on becoming a member of the ILA Fundraising Committee and acknowledged Vice President Hummel's communications with the West Suburban Community Pantry Board in procuring support for the summer lunch program. The Library is participating in the Fourth of July parade this year. Trustees Wang, Hummel, Flint, and Fisher have volunteered to participate with the LLD staff.

Discussion: Vice President Hummel asked if the Village was aware of the power outages. Director Weinstein was not sure, but stated that the Library was not the only property to lose power. Vice President Hummel asked about attendance at the first summer lunch program and congratulated staff for seeing the program through.

## 7. Assistant Director's Report

Assistant Director McQuillan presented details about the LLD summer lunch program. This program runs from June 11<sup>th</sup> through August 6<sup>th</sup>, on Mondays, from 11:30 am to 1:00 pm in the Library's meeting room. On June 11<sup>th</sup> four children ate lunch.

Discussion:

Trustee Flint asked what kind of food was provided. Assistant Director McQuillan stated that the lunch varies every week. The lunch on June 11<sup>th</sup> included chicken nuggets, broccoli, watermelon, chips, and chocolate milk. Trustee Flint asked what conditions precipitate receiving lunch. Assistant Director McQuillan confirmed that any child up to 18 years of age may receive lunch at this site. Vice President Hummel asked if four children was the amount we expected. Assistant Director McQuillan said that twenty five meals were ordered and that more promotion was anticipated.

Elevator maintenance continues. Although several circuit boards have been replaced on the control panel, there continues to be an intermittent door control issue. The elevator maintenance company has consulted with their operating engineers regarding our matter.

One of the Library's Facility Monitors attended a LACONI workshop about homeless patrons using public libraries and the role librarians play in providing resources for the homeless using the public library.

Assistant Director McQuillan met with a sewer service company for remedies regarding the standing water in the water detention area.

The Library has had several issues with the meeting room air handler. Two of the sensors for the air handler will be replaced. One is connected to the boiler and the other is the regular temperature control.

Discussion: Secretary Bartelli asked if there was a long term plan for the elevator due to aging parts. Assistant Director McQuillan stated that it would cost about \$70,000 to custom build a new elevator and that she was in discussion with our service company for parts. Trustee Sullivan asked how long elevators last. Assistant Director McQuillan stated that the Library's elevator was about 30 years old. Vice President Hummel asked if the Library was sticking with Republic garbage services since the Village changed providers. Assistant Director McQuillan confirmed that the Library has a contract with Republic.

#### 8. Committee Reports

- a. Finance - Treasurer Wang commented that the Library received two payments for the tax levy 2017, \$1.4 million which is about 33% of the total allocation. The Finance Committee has scheduled a meeting for June 27<sup>th</sup> at 12:00 pm. Several topics will be discussed including a B&A procedure review. A representative from Ehlers will be there to give an overview of the financial forecast.
- b. Personnel/Policy - Chairman Flint stated the Committee met on June 8<sup>th</sup> at 2:00 pm. There are three draft policies in the packet up for discussion and vote. Chairman Flint suggested the next meeting occur in September with no date yet set.
- c. Physical Plant - The Committee did not meet. No meeting planned.
- d. LLD Strategic Planning - The next meeting is scheduled for June 20<sup>th</sup> at 7:00 pm.

#### 9. Unfinished Business

United for Libraries Board membership

MOTION: Trustee Sullivan moved to spend \$80 for a group membership for United for Libraries. Secretary Bartelli seconded.

Discussion: Trustee Flint stated that he would be opposing this because he felt that the LLD's ALA membership provided all that was necessary for Trustees and he was also concerned about the optics for funding such a membership. Trustee Sullivan stated that she would be willing to trade going to a conference for this membership. President Fisher asked if the membership renews from the date signed or a specific date. Director Weinstein stated that she believed membership begins once paid for.

President Fisher called for a vote on the motion.

Roll Call Vote - Trustee Wang - Aye, Trustee Bartelli - Aye, Trustee Flint - Nay, Trustee Hummel - Nay, Trustee Sullivan - Aye, Trustee Swistak - Aye. The motion passed.

#### 10. New Business

- a. Adopt Resolution 18-02: Lisle Library District Board Members  
MOTION: Vice President Hummel moved to adopt Resolution 18-02: Lisle Library District Board Members. Trustee Swistak seconded.  
Roll Call Vote - All Aye. The motion passed.
- b. Adopt Ordinance 18-01: Prevailing Wage Ordinance  
MOTION: Vice President Hummel moved to adopt Ordinance 18-01: Prevailing Wage Ordinance. Trustee Swistak seconded.  
Roll Call Vote - All Aye. The motion passed.
- c. Approve Notice of Prevailing Wage Ordinance  
MOTION: Trustee Flint moved to approve Notice of Prevailing Wage Ordinance. Vice President Hummel seconded.  
Roll Call Vote - All Aye. The motion passed.
- d. Adopt Ordinance 18-02: Ordinance authorizing non-resident cards  
MOTION: Vice President Hummel moved to adopt Ordinance 18-02: Ordinance authorizing non-resident cards. Trustee Swistak seconded.

Discussion: Trustee Flint suggested that there should be the annual explanation regarding non-resident cards. Director Weinstein stated that purchasing an LLD card is an option for non-resident patrons, as long as the LLD is their closest library. The Library uses the tax bill method per DuPage County for these card purchases.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

- e. Adopt Ordinance 18-03: Chronology Ordinance  
MOTION: Trustee Flint moved to adopt Ordinance 18-03: Chronology Ordinance. Trustee Sullivan seconded.

Discussion: Trustee Flint recommended that each Board member keep a copy of this ordinance for reference.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

- f. Adopt Ordinance 18-04: Meeting Date Ordinance  
MOTION: Trustee Flint moved to adopt Ordinance 18-04: Meeting Date Ordinance. Vice President Hummel seconded.  
Roll Call Vote - All Aye. The motion passed.
- g. Approve Policy 342: Social Media  
MOTION: Trustee Swistak moved to approve Policy 342: Social Media. Vice President Hummel seconded.

Discussion: Director Weinstein explained the revisions regarding this policy. Trustee Flint voiced concerns with section B, item 5e.

Roll Call Vote - All Aye. The motion passed.

- h. Approve Policy 610: Patron Code of Conduct

MOTION: Vice President Hummel moved to approve Policy 610: Patron Code of Conduct. Trustee Swistak seconded.

Discussion: Chairman Flint asked Director Weinstein to explain the revisions to this policy. Trustee Swistak pointed out a grammatical error. Trustee Flint commented on bags being inspected with probable cause. Trustee Sullivan stated that she would like a stricter rule on bag searches. Vice President Hummel voiced his concerns with bag searches. Director Weinstein reiterated why the “probable cause” addition was added. Trustee Sullivan suggested an amendment to item 15.

Recording Secretary Knight was asked to repeat the motion.

Vice President Hummel withdrew his motion.

There was an amendment to Policy 610: Patron Code of Conduct:

Change to number 15: “...~~may be conducted not less than~~ **may not be conducted within 15 feet from of the entrance of the building.**”

MOTION: Vice President Hummel moved to approve Policy 610: Patron Code of Conduct as amended. Trustee Sullivan seconded.

Roll Call Vote - All Aye. The motion passed.

- i. Approve Policy 850: VIII/E & X/D, hours of work & holidays

MOTION: Trustee Swistak moved to approve Policy 850: VIII/E & X/D, hours of work & holidays. Vice President Hummel seconded.

Discussion: Director Weinstein explained the revisions of this policy. Trustee Sullivan asked about holiday pay. Director Weinstein explained holiday pay.

President Fisher called for a vote on the motion.

Roll Call Vote - Trustee Sullivan - Nay, Trustee Swistak - Aye, Trustee Wang - Aye, Trustee Bartelli - Aye, Trustee Flint - Aye, Trustee Hummel - Aye. The motion passed.

- j. Approval for closing Library for Staff Development Day

MOTION: Trustee Flint moved to approve closing the Library for Staff Development Day on August 10, 2018. Trustee Swistak seconded.

Roll Call Vote - All Aye. The motion passed.

- k. Set Director’s salary for FY2018-19

Executive Session

**MOTION:** Vice President Hummel moved to go onto Executive Session for 5ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body, or against legal counsel for the public body to determine its validity. Trustee Flint seconded.

Discussion: Trustee Flint asked President Fisher to define what will be discussed in closed session. President Fisher stated that it is the annual review of the Director's performance. Trustee Flint suggested that the discussion focus on evaluative comments.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

The Board voted to go into Executive Session at 8:02 p.m.

The Board came back into Open Session at 8:44 p.m.

**MOTION:** Trustee Flint moved to offer Director Weinstein a 3% raise to the amount of \$111,348.15. Trustee Sullivan seconded.

Discussion:

Trustee Flint asked Director Weinstein if she would accept the offer. Director Weinstein accepted and thanked the Board. Treasurer Wang stated that the Director should continue doing what she is doing and align her goals to the emerging strategic plan. Trustee Flint commented that the Director has done all the Board has asked of her and more. He also discussed the budget and urged the Director to think about where the Library needs to invest. Vice President Hummel stated that Director Weinstein should keep doing what she is doing and to continue running the Library efficiently. He also suggested the option of using a 360 review for the Director's next evaluation. Trustee Sullivan asked when the specific performance goals would be set for next year. President Fisher stated that they were discussed in the Director's evaluation. Trustee Sullivan commented that she would like more specific goals linked to the strategic plan. President Fisher mentioned that the Board can talk more about goals during the strategic planning process.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

#### 11. Opportunity for Trustee comments (five minutes)

President Fisher congratulated staff on the Summer Read kick-off and mentioned that it was a great event for his whole family. Trustee Flint agreed with President Fisher's statement. Trustee Sullivan requested that the monthly Board packets be three-hole punched and to show page ranges for each section of the packet. Trustee Sullivan asked for volunteers for the Eyes to the Skies Festival. Trustee Swistak complimented the Summer Read kick-off party and thanked Director Weinstein for providing such thorough documentation/information for the Board.

#### 12. Adjourn

**MOTION:** Vice President Hummel moved to adjourn the meeting. Trustee Sullivan seconded.

Voice Vote - All Aye

The meeting adjourned at 8:55 p.m.

Recorded by

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Chris Knight, Recording Secretary

Approved by the Board of Trustees on July 11, 2018.

Approved by

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Marjorie Bartelli, Secretary of the LLD Board of Trustees

DRAFT

## Treasurer's Report as of June 30, 2018

Fund Name	Cash Balance 05/31/18	Cash Receipts this month	Cash Disbursed this month	Cash Balance 06/30/18	Financial Assets % W/ Spec Res	Financial Assets % W/O Spec Res
<b>Corporate</b>	5,089,799.64	2,085,680.45	383,168.54	6,792,311.55	63.09%	87.01%
<b>Building Maintenance</b>	136,957.56	137.20	62,530.26	74,564.50	0.69%	0.96%
<b>IMRF</b>	368,919.91	371.68	14,947.21	354,344.38	3.29%	4.54%
<b>FICA</b>	188,183.60	189.58	13,301.17	175,072.01	1.63%	2.24%
<b>Working Cash</b>	409,926.53	412.84	0.00	410,339.37	3.81%	5.26%
<b>Subtotals</b>	6,193,787.24	2,086,791.75	473,947.18	7,806,631.81	72.51%	100.00%
<b>Special Reserve</b>	2,932,021.80	27,792.44	575.11	2,959,239.13	27.49%	0.00%
	9,125,809.04	2,114,584.19	474,522.29	10,765,870.94	100.00%	100.00%

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Date

## INVESTMENT ACTIVITY

Company	INTEREST												
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	900.80	900.82	871.85	906.78	883.23	1,004.51	1,072.13	971.67	1,137.56	1,238.51	1,310.93	1,363.42	12,562.21
Ehlers	0.21	1.69	0.85	0.18	0.29	0.47	2.22	2.42	0.53	0.95	0.63	0.49	10.93
Ehlers-Inv interest	1,780.35	6,364.21	7,449.33	4,438.61	7,908.82	3,686.43	1,832.85	7,507.26	5,306.40	4,721.20	9,210.01	3,981.38	64,186.85
MB Financial	529.50	498.28	723.13	759.08	678.59	656.19	565.33	463.19	449.84	401.71	383.41	1,233.86	7,342.11
Lisle	51.62	51.64	51.65	50.00	51.68	50.02	51.70	50.05	48.95	99.01	66.80	69.05	692.17
Lisle CD 2635	86.07	83.12	80.47	83.19	80.53	83.25	83.28	75.25	83.34	80.68	83.40	80.74	983.32
Lisle CD 2669	253.16	253.45	245.55	254.02	246.11	254.60	254.89	230.47	255.45	247.48	256.02	248.04	2,999.24
IL Funds	1,059.68	1,110.77	1,120.42	1,183.65	1,166.98	1,318.24	1,451.55	1,368.91	1,644.90	1,801.81	1,964.76	2,017.26	17,208.93
US Bank-9853	30.82	31.85	31.85	30.83	31.85	30.82	31.85	31.85	28.77	31.85	30.83	31.85	375.02
US Bank-9370-switched to money market									2.13	2.41	2.40	2.54	9.48
<b>TOTALS</b>	4,692.21	9,295.83	10,575.10	7,706.34	11,048.08	7,084.53	5,345.80	10,701.07	8,957.87	8,625.61	13,309.19	9,028.63	106,370.26

Company	INVESTMENTS												
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Investment Maturities	150,000.00	325,000.00	405,000.00	0.00	0.00	0.00	55,000.00	157,000.00	0.00	0.00	150,000.00	0.00	1,242,000.00
Investment Purchases	155,223.39	334,976.39	411,768.75	0.00	0.00	0.00	63,050.40	170,000.00	0.00	0.00	169,256.25	0.00	1,304,275.18
<b>TOTALS</b>	-5,223.39	-9,976.39	-6,768.75	0.00	0.00	0.00	-8,050.40	-13,000.00	0.00	0.00	-19,256.25	0.00	-62,275.18



**Lisle Library District**  
**Revenues through June 30, 2018 (100% of FY 17-18)**  
Special Reserve Only

	Current Month June, 2018	YTD July - June 2017-2018	YTD Jul - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
<b>REVENUES</b>					
INTEREST/ DONATIONS					
70-02-4481-00 Interest Earned - Special Reserve	\$2,792.44	\$19,586.28	\$9,692.25	\$7,000.00	279.80 %
70-04-4587-10 Restricted - Transfer from Corporate F	\$25,000.00	\$300,000.00	\$475,000.00	\$300,000.00	100.00 %
<b>TOTAL INTEREST &amp; CASH DONATION</b>	<b>\$27,792.44</b>	<b>\$319,586.28</b>	<b>\$484,692.25</b>	<b>\$307,000.00</b>	<b>104.10 %</b>
<b>TOTAL REVENUES</b>	<b>\$27,792.44</b>	<b>\$319,586.28</b>	<b>\$484,692.25</b>	<b>\$307,000.00</b>	<b>104.10 %</b>

**Lisle Library District**  
**Revenues through June 30, 2018 (100% of FY 17-18)**  
 No Special Reserve reflected

	Current Month June, 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
<b>REVENUES</b>					
<b>TAX LEVY</b>					
10-01-4411-00 Tax Levy - Corp.	\$0.00	\$4,379,880.36	\$4,422,139.17	\$4,347,646.00	100.74 %
30-01-4413-00 Tax Levy - .02 Building/Maint.	\$0.00	\$136,387.24	\$121,472.60	\$136,350.00	100.03 %
40-01-4414-00 Tax Levy - IMRF	\$0.00	\$219,747.81	\$223,085.74	\$220,180.00	99.80 %
45-01-4415-00 Tax Levy - FICA	\$0.00	\$174,061.74	\$127,020.60	\$173,720.00	100.20 %
<b>TOTAL TAX LEVY</b>	<b>\$0.00</b>	<b>\$4,910,077.15</b>	<b>\$4,893,718.11</b>	<b>\$4,877,896.00</b>	<b>100.66 %</b>
<b>BACK TAXES</b>					
10-01-4441-00 Back Taxes - Corp.	\$0.00	\$1,227.72	\$18,200.37	\$45,000.00	2.73 %
30-01-4443-00 Back Taxes - .02 Building/Maint	\$0.00	\$38.50	\$431.45	\$0.00	0.00 %
40-01-4444-00 Back Taxes - IMRF	\$0.00	\$62.56	\$1,165.66	\$0.00	0.00 %
45-01-4445-00 Back Taxes - FICA	\$0.00	\$49.27	\$886.66	\$0.00	0.00 %
<b>TOTAL BACK TAXES</b>	<b>\$0.00</b>	<b>\$1,378.05</b>	<b>\$20,684.14</b>	<b>\$45,000.00</b>	<b>3.06 %</b>
<b>PERSONAL PROPERTY REPLACEMENT TAX</b>					
10-01-4461-00 Personal Property Repl. Tax - Corp	\$0.00	\$15,361.30	\$18,537.29	\$11,000.00	139.65 %
40-01-4462-00 Personal Property Repl. Tax - IMRF	\$0.00	\$886.54	\$1,059.51	\$600.00	147.76 %
45-01-4463-00 Personal Property Repl. Tax - FICA	\$0.00	\$139.30	\$166.46	\$100.00	139.30 %
<b>TOTAL PERSONAL PROPERTY REPLACEMENT TAX</b>	<b>\$0.00</b>	<b>\$16,387.14</b>	<b>\$19,763.26</b>	<b>\$11,700.00</b>	<b>140.06 %</b>
<b>INTEREST INCOME</b>					
10-02-4472-00 Interest Earned - Corp	\$2,274.09	\$19,834.00	\$32,425.85	\$30,000.00	66.11 %
30-02-4474-00 Interest Earned - .02 B/M	\$137.20	\$1,810.65	\$1,080.18	\$1,000.00	181.07 %
40-02-4475-00 Interest Earned - IMRF	\$371.68	\$4,833.11	\$1,512.25	\$1,200.00	402.76 %
45-02-4476-00 Interest Earned - FICA	\$189.58	\$2,657.15	\$1,551.54	\$1,200.00	221.43 %
80-02-4482-00 Interest Earned - Working Cash	\$412.84	\$4,835.58	\$3,731.51	\$3,000.00	161.19 %
<b>TOTAL INTEREST INCOME</b>	<b>\$3,385.39</b>	<b>\$33,970.49</b>	<b>\$40,301.33</b>	<b>\$36,400.00</b>	<b>93.33 %</b>
<b>COUNTY INTEREST</b>					
10-02-4511-00 County Interest - Corp	\$0.00	\$1,460.59	\$0.00	\$0.00	0.00 %

**Lisle Library District**  
**Revenues through June 30, 2018 (100% of FY 17-18)**  
 No Special Reserve reflected

	Current Month June, 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
30-02-4513-00 County Interest - .02 B/M	\$0.00	\$58.57	\$0.00	\$0.00	0.00 %
40-02-4514-00 County Interest - IMRF	\$0.00	\$56.78	\$0.00	\$0.00	0.00 %
45-02-4515-00 County Interest - FICA	\$0.00	\$50.92	\$0.00	\$0.00	0.00 %
<b>TOTAL COUNTY INTEREST</b>	\$0.00	\$1,626.86	\$0.00	\$0.00	0.00 %
<b>DESK INCOME</b>					
10-03-4531-00 Lost Books - Adult	\$124.15	\$3,105.70	\$4,729.59	\$4,000.00	77.64 %
10-03-4536-00 Non-Resident Fees	\$0.00	\$0.00	\$1,337.80	\$500.00	0.00 %
10-03-4540-00 Fines - Main Circ Desk	\$3,661.90	\$43,435.31	\$47,155.98	\$40,000.00	108.59 %
<b>TOTAL DESK INCOME</b>	\$3,786.05	\$46,541.01	\$53,223.37	\$44,500.00	104.59 %
<b>UNRESTRICTED INCOME</b>					
10-03-4550-00 Gifts - Unrestricted Corp	\$0.00	\$196.50	\$485.00	\$0.00	0.00 %
10-04-4562-00 Gifts-book purchases	\$0.00	\$90.00	\$35.00	\$0.00	0.00 %
10-04-4573-00 Copier Income	\$98.95	\$1,104.14	\$1,611.92	\$1,200.00	92.01 %
10-04-4583-00 Per Capita Grant	\$0.00	\$22,131.65	\$0.00	\$0.00	0.00 %
10-04-4584-00 Other Income - Corp.	\$0.00	\$4,103.09	\$580.22	\$1,000.00	410.31 %
<b>TOTAL UNRESTRICTED INCOME</b>	\$98.95	\$27,625.38	\$2,712.14	\$2,200.00	1,255.70 %
<b>TOTAL REVENUES</b>	<b>\$7,270.39</b>	<b>\$5,037,606.08</b>	<b>\$5,030,402.35</b>	<b>\$5,017,696.00</b>	<b>100.40 %</b>

**Lisle Library District**  
**Expenses through June 30, 2018 (100% of FY 17-18)**  
Special Reserve Only

	Cur Mth June 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
<b>SPECIAL RESERVE EXPENSES</b>					
<b>RENTAL, MAINT AND EQUIP EXPENSES</b>					
70-20-5660-00 Maint/Repairs-Bldg Structure (Spec R	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00 %
70-65-5671-00 Furniture & Equipment (Spec Res)	\$575.11	\$0.00	\$0.00	\$100,000.00	0.00 %
70-65-5674-00 Consulting	\$0.00	\$26,647.44	\$27,568.91	\$50,000.00	53.29 %
<b>TOTAL RENTAL, MAINT AND EQUIP EXPENSES</b>	<b>\$575.11</b>	<b>\$26,647.44</b>	<b>\$27,568.91</b>	<b>\$180,000.00</b>	<b>14.80 %</b>
<b>RENOVATION COSTS</b>					
70-65-5861-00 Interior Renovation (Spec Res)	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
<b>TOTAL RENOVATION COSTS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>0.00 %</b>
<b>TOTAL SPECIAL RESERVE EXPENSES</b>	<b>\$575.11</b>	<b>\$26,647.44</b>	<b>\$27,568.91</b>	<b>\$190,000.00</b>	<b>14.03 %</b>

# Lisle Library District

## Expenses through June 30, 2018 (100% of FY 17-18)

No Special Reserve reflected

	Current Month June 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
<b>ALL EXPENSES</b>					
<b>EMPLOYEE COSTS</b>					
Salaries					
10-10-5603-10	\$41,493.64	\$468,866.45	\$489,320.05	\$508,961.08	92.12 %
10-10-5603-20	\$43,727.95	\$500,963.12	\$516,909.88	\$529,222.36	94.66 %
10-10-5603-30	\$30,188.20	\$317,244.17	\$330,409.93	\$357,007.29	88.86 %
10-10-5603-50	\$22,193.58	\$253,832.91	\$291,554.26	\$268,861.76	94.41 %
10-10-5603-60	\$37,194.35	\$441,865.52	\$466,472.17	\$481,779.21	91.72 %
10-10-5613-10	\$372.66	\$5,770.74	\$5,930.54	\$6,200.00	93.08 %
10-10-5613-20	\$1,737.80	\$23,285.07	\$21,456.22	\$23,400.00	99.51 %
10-10-5613-30	\$1,294.09	\$15,320.88	\$14,066.91	\$16,000.00	95.76 %
10-10-5613-60	\$1,754.09	\$29,668.60	\$29,735.21	\$29,400.00	100.91 %
Total Salaries	\$179,956.36	\$2,056,817.46	\$2,165,855.17	\$2,220,831.70	92.61 %
<b>Health and Dental Ins.</b>					
10-10-5621-10	\$3,966.39	\$54,657.68	\$40,643.32	\$60,000.00	91.10 %
10-10-5621-20	\$7,645.88	\$90,441.97	\$78,701.92	\$100,000.00	90.44 %
10-10-5621-30	\$3,622.63	\$43,560.95	\$36,833.20	\$60,000.00	72.60 %
10-10-5621-50	\$3,105.74	\$36,393.99	\$45,694.48	\$38,000.00	95.77 %
10-10-5621-60	\$4,530.82	\$4,657.40	\$45,009.58	\$47,000.00	116.29 %
10-10-5622-10	\$263.40	\$3,663.03	\$3,436.23	\$4,600.00	79.63 %
10-10-5622-20	\$378.51	\$6,939.57	\$6,212.99	\$7,000.00	99.14 %
10-10-5622-30	\$74.30	\$1,791.46	\$2,103.07	\$2,600.00	68.90 %
10-10-5622-50	\$127.02	\$2,845.75	\$2,462.69	\$2,500.00	113.83 %
10-10-5622-60	\$181.11	\$4,120.82	\$3,416.36	\$3,300.00	124.87 %
Total Health & Dental Ins.	\$23,895.80	\$299,072.62	\$264,513.84	\$325,000.00	92.02 %
<b>Other Staff Benefits</b>					
10-10-5646-00	\$0.00	\$1,513.82	(\$32.07)	\$4,000.00	37.85 %
10-10-5646-10	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00 %
10-10-5623-00	\$577.20	\$865.80	\$0.00	\$1,000.00	86.58 %

**Lisle Library District**  
**Expenses through June 30, 2018 (100% of FY 17-18)**  
 No Special Reserve reflected

	Current Month June 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
Total Other Staff Benefits	\$577.20	\$2,379.62	(\$32.07)	\$7,000.00	33.99 %
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	\$3,121.61	\$34,904.96	\$37,088.95	\$40,000.00	87.26 %
45-10-5625-20 FICA Expense - Adult Serv.	\$3,260.80	\$38,006.52	\$40,174.99	\$41,000.00	92.70 %
45-10-5625-30 FICA Expense - Youth Services	\$2,392.08	\$25,330.89	\$26,288.00	\$29,393.63	86.18 %
45-10-5625-50 FICA Expense - Tech Servs.	\$1,629.25	\$18,585.36	\$21,133.84	\$21,500.00	86.44 %
45-10-5625-60 FICA Expense - Circulation	\$2,897.43	\$35,110.36	\$36,944.07	\$38,000.00	92.40 %
Total FICA Expenses	\$13,301.17	\$151,938.09	\$161,629.85	\$169,893.63	89.43 %
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	\$3,676.19	\$42,441.10	\$47,632.15	\$51,000.00	83.22 %
40-10-5628-20 IMRF Expense - Adult Servs	\$4,372.98	\$50,997.31	\$56,438.70	\$54,000.00	94.44 %
40-10-5628-30 IMRF Expense - Youth Services	\$2,682.28	\$28,120.19	\$27,819.70	\$37,000.00	76.00 %
40-10-5628-50 IMRF Expense - Tech Servs.	\$1,823.15	\$23,271.17	\$29,453.11	\$27,000.00	86.19 %
40-10-5628-60 IMRF Expense - Circulation	\$2,392.61	\$31,904.22	\$39,946.02	\$48,419.42	65.89 %
Total IMRF Expenses	\$14,947.21	\$176,733.99	\$201,289.68	\$217,419.42	81.29 %
TOTAL EMPLOYEE COSTS	\$232,677.74	\$2,686,941.78	\$2,793,256.47	\$2,940,144.75	91.39 %
BUILDING COSTS					
Utilities					
10-20-5650-00 Internet Service Provider	\$450.00	\$4,950.00	\$6,362.40	\$6,600.00	75.00 %
10-20-5651-00 INet	\$0.00	\$1,810.00	\$1,810.00	\$1,810.00	100.00 %
10-20-5652-00 Utilities - Phone	\$1,467.28	\$7,983.36	\$8,778.92	\$7,800.00	102.35 %
10-20-5653-00 Utilities - Gas	\$2,570.83	\$7,349.34	\$6,585.83	\$7,000.00	104.99 %
10-20-5654-00 Utilities - Sewer & Water	\$279.83	\$2,339.79	\$2,763.58	\$2,750.00	85.08 %
10-20-5655-00 Utilities - Electric	\$3,987.49	\$45,269.15	\$48,926.79	\$48,700.00	92.96 %
10-20-5656-00 Verizon	\$50.53	\$551.33	\$730.96	\$680.00	81.08 %
Total Utilities	\$8,805.96	\$70,252.97	\$75,958.48	\$75,340.00	93.25 %
Maintenance and Repairs					

**Lisle Library District**  
**Expenses through June 30, 2018 (100% of FY 17-18)**  
 No Special Reserve reflected

	Current Month June 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-20-5660-00	\$0.00	\$4,800.00	\$4,933.65	\$5,500.00	87.27 %
10-20-5661-00	\$3,200.00	\$31,484.95	\$32,111.00	\$36,750.00	85.67 %
10-20-5662-00	\$3,555.38	\$33,091.66	\$34,375.04	\$34,000.00	97.33 %
10-20-5663-00	\$0.00	\$9,172.28	\$10,707.90	\$8,000.00	114.65 %
10-20-5664-00	\$4,177.97	\$22,378.05	\$23,430.27	\$18,000.00	124.32 %
10-20-5665-00	\$179.09	\$2,149.08	\$2,149.08	\$2,500.00	85.96 %
Total Maintenance and Repairs	\$11,112.44	\$103,076.02	\$107,706.94	\$104,750.00	98.40 %
<b>TOTAL BUILDING COSTS</b>	\$19,918.40	\$173,328.99	\$183,665.42	\$180,090.00	96.25 %
<b>OPERATING EXPENSES</b>					
Postage and Printing					
10-25-5710-00	\$35.75	\$3,469.08	\$2,739.60	\$4,500.00	77.09 %
10-25-5710-10	\$2,631.69	\$15,693.86	\$30,501.65	\$26,400.00	59.45 %
10-25-5710-30	\$0.00	\$0.00	\$87.80	\$0.00	0.00 %
10-25-5711-00	\$0.00	\$4,792.89	\$7,709.03	\$8,500.00	56.39 %
10-25-5712-00	\$427.99	\$1,048.18	\$1,208.34	\$1,000.00	104.82 %
Total Postage and Printing	\$3,095.43	\$25,004.01	\$42,246.42	\$40,400.00	61.89 %
Supplies					
10-25-5713-00	\$650.18	\$4,889.09	\$6,374.85	\$5,000.00	97.78 %
10-25-5714-00	\$3,226.99	\$9,093.99	\$9,264.86	\$9,080.00	100.15 %
10-25-5715-00	\$294.90	\$1,474.50	\$1,852.04	\$2,500.00	58.98 %
10-25-5716-00	\$2,211.02	\$6,720.87	\$6,433.82	\$6,500.00	103.40 %
10-25-5717-00	\$8,868.93	\$28,669.38	\$30,914.76	\$27,500.00	104.25 %
10-25-5718-00	\$3,566.99	\$13,967.36	\$15,937.02	\$13,500.00	103.46 %
Total Supplies	\$18,819.01	\$64,815.19	\$70,777.35	\$64,080.00	101.15 %
Other Operating Costs					
10-25-5719-00	\$0.00	\$1,470.66	\$704.95	\$2,000.00	73.53 %
10-25-5722-15	\$0.00	\$150.00	\$150.00	\$150.00	100.00 %
10-25-5723-00	\$0.00	\$0.00	\$193.13	\$250.00	0.00 %

**Lisle Library District**  
**Expenses through June 30, 2018 (100% of FY 17-18)**  
 No Special Reserve reflected

	Current Month June 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-25-5723-15 Bank Charges	\$276.01	\$1,513.20	\$1,396.65	\$1,000.00	151.32 %
10-25-5724-15 Local Travel	\$30.31	\$451.40	\$255.66	\$700.00	64.49 %
Total Other Operating Costs	\$306.32	\$3,585.26	\$2,700.39	\$4,100.00	87.45 %
<b>TOTAL OPERATING EXPENSES</b>	<b>\$22,220.76</b>	<b>\$93,404.46</b>	<b>\$115,724.16</b>	<b>\$108,580.00</b>	<b>86.02 %</b>
<b>INSURANCE</b>					
10-30-5750-00 Fidelity Bonds	\$2,400.00	\$4,800.00	\$0.00	\$2,500.00	192.00 %
10-30-5751-00 Property Damage (All-Peril)	\$0.00	\$25,820.36	\$26,193.00	\$25,000.00	103.28 %
10-30-5754-00 5754 Workers Comp Insurance	\$0.00	\$8,606.00	\$5,396.00	\$5,400.00	159.37 %
<b>TOTAL INSURANCE</b>	<b>\$2,400.00</b>	<b>\$39,226.36</b>	<b>\$31,589.00</b>	<b>\$32,900.00</b>	<b>119.23 %</b>
<b>CONTRACTUAL SERVICES</b>					
10-35-5760-00 Legal Services - Admin	\$840.00	\$6,622.50	\$16,501.25	\$25,000.00	26.49 %
10-35-5761-00 Collection Agency	\$98.45	\$528.05	\$545.85	\$700.00	75.44 %
10-35-5762-00 Other Contr Services - Admin	\$555.00	\$2,928.00	\$3,804.72	\$3,500.00	83.66 %
10-35-5763-00 Other Contractual Services-Tech	\$1,891.68	\$27,834.04	\$31,696.22	\$25,000.00	111.34 %
10-35-5764-10 Other Contractual Services - IS	\$3,000.00	\$4,025.00	\$5,142.39	\$4,500.00	89.44 %
10-35-5765-10 Investment Agency Consultants	\$0.00	\$5,642.47	\$5,792.91	\$7,000.00	80.61 %
10-35-5769-00 Acct Maint & Upgrades	\$7,574.04	\$15,692.16	\$0.00	\$7,937.00	197.71 %
10-35-5770-00 5770 Contractual - Audit Fee	\$0.00	\$8,250.00	\$8,250.00	\$8,250.00	100.00 %
10-35-5771-00 Payroll Service	\$508.50	\$7,267.49	\$7,138.90	\$7,700.00	94.38 %
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$14,467.67</b>	<b>\$78,789.71</b>	<b>\$78,872.24</b>	<b>\$89,587.00</b>	<b>87.95 %</b>
<b>PERSONNEL DEVELOPMENT</b>					
<b>Staff &amp; Trustee Development</b>					
10-40-5783-00 Dues - Staff	\$0.00	\$5,185.00	\$3,919.00	\$5,400.00	96.02 %
10-40-5784-00 Meetings - Staff	\$397.33	\$1,544.41	\$1,591.83	\$2,500.00	61.78 %
10-40-5785-00 Conferences - Staff	\$3,024.67	\$3,910.42	\$16,865.14	\$15,000.00	26.07 %
10-40-5786-00 Employee/Volunteer Recognition	\$159.84	\$877.26	\$1,215.34	\$2,000.00	43.86 %
10-40-5787-00 In-Service	\$135.84	\$1,913.25	\$1,287.95	\$3,000.00	63.78 %
10-40-5788-00 Training (Cont Ed) - Staff	\$0.00	\$2,274.00	\$1,231.58	\$2,200.00	103.36 %

**Lisle Library District**  
**Expenses through June 30, 2018 (100% of FY 17-18)**  
 No Special Reserve reflected

	Current Month June 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-45-5786-70 Dues - Trustee	\$0.00	\$525.00	\$675.00	\$525.00	100.00 %
10-45-5787-70 Conferences - Trustee	\$80.00	\$380.00	\$350.00	\$500.00	76.00 %
10-45-5788-70 Meetings - Trustee	\$0.00	\$205.00	\$352.25	\$500.00	41.00 %
10-45-5789-70 Training-Trustees	\$0.00	\$500.00	\$384.96	\$500.00	100.00 %
Total Staff & Trustee Development	\$3,797.68	\$17,314.34	\$27,873.05	\$32,125.00	53.90 %
TOTAL PERSONNEL DEVELOPMENT	\$3,797.68	\$17,314.34	\$27,873.05	\$32,125.00	53.90 %

**EQUIPMENT COSTS**

Major Equipment	Current Month June 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-48-5801-10 Polaris Maint (Corp)	\$1,200.00	\$49,499.07	\$48,692.97	\$47,100.00	105.09 %
10-48-5802-00 Major Equip - Library Wide	\$0.00	\$0.00	\$455.64	\$0.00	0.00 %
10-48-5802-10 Major Equip - Dir/Asst Dir	\$0.00	\$0.00	\$318.57	\$0.00	0.00 %
10-48-5802-15 Major Equip - Adm Services/PR	\$0.00	\$0.00	\$269.99	\$0.00	0.00 %
10-48-5802-20 Major Equip - Adult Services	\$0.00	\$0.00	\$331.84	\$0.00	0.00 %
10-48-5802-30 Major Equip - Youth	\$0.00	\$0.00	\$129.75	\$0.00	0.00 %
10-48-5802-50 Major Equip - Tech Services	\$0.00	\$0.00	\$496.41	\$0.00	0.00 %
10-48-5802-60 Major Equip - Circ	\$0.00	\$0.00	\$462.80	\$0.00	0.00 %
Total Major Equipment	\$1,200.00	\$49,499.07	\$51,157.97	\$47,100.00	105.09 %

**Minor Equipment**

10-48-5823-10 Minor Equip - Dir/Asst Dir	\$0.00	\$592.08	\$360.78	\$700.00	84.58 %
10-48-5823-15 Minor Equip - Adm Services/PR	\$0.00	\$0.00	\$136.52	\$0.00	0.00 %
10-48-5823-20 Minor Equip - Adult Services	\$67.03	\$731.00	\$80.00	\$700.00	104.43 %
10-48-5823-30 Minor Equip - Youth	\$18.96	\$774.05	\$94.75	\$700.00	110.58 %
10-48-5823-50 Minor Equip - Tech Services	\$0.00	\$776.58	\$196.74	\$700.00	110.94 %
10-48-5823-60 Minor Equip - Circ	\$451.09	\$693.87	\$81.33	\$700.00	99.12 %
Total Minor Equipment	\$537.08	\$3,567.58	\$950.12	\$3,500.00	101.93 %

**Equip Maint/Repairs & Rentals**

10-48-5843-00 Rental-Postage Meter	\$0.00	\$824.00	\$1.00	\$800.00	103.00 %
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	\$1,595.13	\$18,517.64	\$17,874.57	\$19,150.00	96.70 %

# Lisle Library District

## Expenses through June 30, 2018 (100% of FY 17-18)

No Special Reserve reflected

	Current Month June 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-48-5846-00 Equip Maint/Repr-NonContr	\$118.74	\$1,194.87	\$1,363.34	\$1,000.00	119.49 %
10-48-5846-20 Acct Maint & Upgrades (Corp)	\$0.00	\$0.00	\$7,520.49	\$0.00	0.00 %
Total Equip Maint/Repairs & Rentals	\$1,713.87	\$20,536.51	\$26,759.40	\$20,950.00	98.03 %
<b>TOTAL EQUIPMENT COSTS</b>	\$3,450.95	\$73,603.16	\$78,867.49	\$71,550.00	102.87 %
<b>LIBRARY MEDIA</b>					
Books					
10-50-5863-20 Literacy/ESL	\$0.00	\$6,924.16	\$7,354.77	\$10,000.00	69.24 %
10-50-5863-30 Books - Youth Serv. Dept.	\$4,608.31	\$54,023.94	\$50,397.60	\$51,000.00	105.93 %
10-50-5863-50 Books - Tech Serv. Dept.	\$0.00	\$78.00	\$202.05	\$500.00	15.60 %
10-50-5864-10 Books - Non Fiction	\$17,539.53	\$83,667.05	\$81,079.82	\$82,000.00	102.03 %
10-50-5865-10 Books - Adult Fiction	\$10,327.83	\$69,705.78	\$68,985.94	\$65,000.00	107.24 %
10-50-5866-20 Business Ref Supplements	\$0.00	\$0.00	\$3,749.80	\$0.00	0.00 %
10-50-5867-20 Ref Books - Adult Serv. Dept.	\$1,379.89	\$24,319.26	\$22,365.10	\$24,000.00	101.33 %
Total Books	\$33,855.56	\$238,718.19	\$234,135.08	\$232,500.00	102.67 %
Databases					
10-50-5869-20 Internet Licensed DBases	\$7,425.75	\$115,245.97	\$103,932.42	\$126,500.00	91.10 %
10-50-5872-10 Dbases - Professional	\$4,325.00	\$14,588.84	\$7,413.57	\$10,000.00	145.89 %
10-50-5873-30 Dbases - Youth Serv. Dept.	\$0.00	\$12,259.70	\$16,257.33	\$12,500.00	98.08 %
Total Databases	\$11,750.75	\$142,094.51	\$127,603.32	\$149,000.00	95.37 %
Audio-Visual Materials					
10-50-5890-30 A-V Matls - Youth Serv. Dept.	\$2,917.85	\$14,678.98	\$18,106.63	\$18,000.00	81.55 %
10-50-5895-40 A-V Matls - Adult Serv. Dept.	\$16,152.56	\$99,146.99	\$100,413.73	\$95,000.00	104.37 %
Total Audio-Visual Materials	\$19,070.41	\$113,825.97	\$118,520.36	\$113,000.00	100.73 %
Periodicals/Doc Delivery					
10-50-5900-20 Periodicals - Adult Serv. Dept.	\$1,434.60	\$38,471.34	\$41,750.35	\$42,620.00	90.27 %
10-50-5900-30 Periodicals - Youth Serv. Dept.	\$17.60	\$700.99	\$667.84	\$1,000.00	70.10 %
10-50-5900-80 Periodicals - Prof. Collections	\$0.00	\$3,967.46	\$3,378.44	\$5,000.00	79.35 %

**Lisle Library District**  
**Expenses through June 30, 2018 (100% of FY 17-18)**  
 No Special Reserve reflected

	Current Month June 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-50-5871-20 Document Delivery	\$159.90	\$21,053.40	\$20,603.17	\$22,000.00	95.70 %
Total Periodicals/Doc Delivery	\$1,612.10	\$64,193.19	\$66,399.80	\$70,620.00	90.90 %
<b>TOTAL LIBRARY MEDIA</b>	<b>\$66,288.82</b>	<b>\$558,831.86</b>	<b>\$546,658.56</b>	<b>\$565,120.00</b>	<b>98.89 %</b>
<b>PROGRAMS AND READER'S SERVICES</b>					
Programs					
10-60-5931-10 Programs - Adult Services	\$2,021.50	\$16,770.58	\$14,065.16	\$16,000.00	104.82 %
10-60-5931-30 Programs - Youth Serv. Dept.	\$2,185.63	\$12,175.67	\$11,477.18	\$11,000.00	110.69 %
10-60-5931-40 Online Marketing	\$120.47	\$1,677.00	\$466.33	\$2,000.00	83.85 %
10-60-5931-50 Community Relations	\$1,077.71	\$6,324.82	\$7,026.53	\$6,000.00	105.41 %
Total Programs	\$5,405.31	\$36,948.07	\$33,035.20	\$35,000.00	105.57 %
Readers Services					
10-60-5940-10 Reader Services - Adult Serv. De	\$67.11	\$1,682.73	\$1,387.41	\$2,000.00	84.14 %
10-60-5940-30 Reader Services - Youth Serv. D	\$1,391.81	\$5,024.22	\$4,395.42	\$5,300.00	94.80 %
Total Readers Services	\$1,458.92	\$6,706.95	\$5,782.83	\$7,300.00	91.88 %
<b>TOTAL PROGRAMS AND READER'S SERVICES</b>	<b>\$6,864.23</b>	<b>\$43,655.02</b>	<b>\$38,818.03</b>	<b>\$42,300.00</b>	<b>103.20 %</b>
<b>RESTRICTED USAGE EXPENSES</b>					
10-80-5981-80 Restricted - Per Capita Grant	\$14,150.67	\$22,131.41	\$21,971.75	\$0.00	0.00 %
10-80-5984-80 Transfer to Special Reserve	\$25,000.00	\$300,000.00	\$475,000.00	\$300,000.00	100.00 %
10-80-5986-80 IMRF Funding	\$0.00	\$200,000.00	\$200,000.00	\$200,000.00	100.00 %
<b>TOTAL RESTRICTED USAGE EXPENSES</b>	<b>\$39,150.67</b>	<b>\$522,131.41</b>	<b>\$696,971.75</b>	<b>\$500,000.00</b>	<b>104.43 %</b>
<b>.02 BLDG/MAINT EXPENSES</b>					
30-65-5920-00 Network - Purchases (.02 B/M)	\$38,450.97	\$53,566.83	\$40,492.58	\$50,000.00	107.13 %
30-65-5925-00 Network - Maint. (.02 B/M)	\$6,200.76	\$26,116.42	\$41,853.94	\$30,000.00	87.05 %
30-65-5926-00 Maint - Bldg Structure (.02 B/M)	\$17,878.63	\$57,992.67	\$59,820.48	\$57,000.00	101.74 %
Total .02 BLDG/MAINT EXPENSES	\$62,530.36	\$137,675.92	\$142,167.00	\$137,000.00	100.49 %

**Lisle Library District**  
**Expenses through June 30, 2018 (100% of FY 17-18)**  
 No Special Reserve reflected

	Current Month June 2018	YTD July - June 2017-2018	YTD July - June 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
CONTINGENCY					
10-90-5999-00	\$180.00	\$1,296.00	\$0.00	\$75,000.00	1.73 %
Total	\$180.00	\$1,296.00	\$0.00	\$75,000.00	1.73 %
TOTAL ALL EXPENSES	\$473,947.28	\$4,426,199.01	\$4,734,463.17	\$4,774,396.75	92.71 %

# Lisle Library District Accounts Payable for July 11, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>American Library Assn</b> American Library Assn	7/11/2018 0263427-2018	Annual Membership Invoice	Paid	10-40-5783-00	Dues - Staff	\$481.00
<b>Totals for American Library Assn:</b>						<b>\$481.00</b>
<b>Baker &amp; Taylor (L4171582)</b> Baker & Taylor (L4171582)	7/11/2018 063018	Audio Books & Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Matls - Adult Serv. Dept. Processing Supplies	\$356.35 \$44.20
<b>Totals for Baker &amp; Taylor (L4171582):</b>						<b>\$400.55</b>
<b>Baker &amp; Taylor (C5223353)</b> Baker & Taylor (C5223353)	7/11/2018 063018	Continuations Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv. Dept.	\$184.92
<b>Totals for Baker &amp; Taylor (C5223353):</b>						<b>\$184.92</b>
<b>Baker &amp; Taylor (C5223433)</b> Baker & Taylor (C5223433)	7/11/2018 063018	Continuations & Processing Invoice	Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$166.26 \$0.65
<b>Totals for Baker &amp; Taylor (C5223433):</b>						<b>\$166.91</b>
<b>Baker &amp; Taylor (L0334152)</b> Baker & Taylor (L0334152)	7/11/2018 063018	Circ & Processing Invoice	Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$2,662.37 \$92.20
<b>Totals for Baker &amp; Taylor (L0334152):</b>						<b>\$2,754.57</b>
<b>Baker &amp; Taylor (L4171782)</b> Baker & Taylor (L4171782)	7/11/2018 063018	Auto Yours & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv. Dept. Processing Supplies	\$102.30 \$7.55
<b>Totals for Baker &amp; Taylor (L4171782):</b>						<b>\$109.85</b>
<b>Baker &amp; Taylor (L4342812)</b> Baker & Taylor (L4342812)	7/11/2018 063018	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv. Dept. Processing Supplies	\$518.79 \$11.90
<b>Totals for Baker &amp; Taylor (L4342812):</b>						<b>\$530.69</b>

# Lisle Library District Accounts Payable for July 11, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Baker & Taylor (L5202982)	7/11/2018 063018	PBS & Processing Invoice	Paid	10-50-5865-10	Books - Adult Fiction	\$69.19
				10-25-5717-00	Processing Supplies	\$17.25
<b>Baker &amp; Taylor (L5425632)</b>						<u>\$86.44</u>
Baker & Taylor (L5425632)	7/11/2018 063018	Books - YS & Processing Invoice	Paid	10-50-5863-30	Books - Youth Serv. Dept.	\$721.16
				10-25-5717-00	Processing Supplies	\$31.25
<b>Baker &amp; Taylor (L5543202)</b>						<u>\$752.41</u>
Baker & Taylor (L5543202)	7/11/2018 063018	Books - Fiction & Processing Invoice	Paid	10-50-5865-10	Books - Adult Fiction	\$3,073.02
				10-25-5717-00	Processing Supplies	\$113.15
<b>Bear Landscape Group</b>						<u>\$3,186.17</u>
Bear Landscape Group	7/11/2018 4827	Landscape - June, 2018 Invoice	Paid	10-20-5662-00	Maint Contr. - Landscape Serv.	\$969.38
				<b>Totals for Bear Landscape Group:</b>		
Burlington English Inc.	7/11/2018 112381	Web Resource Annual - 10 U Invoice	Paid	10-50-5863-20	Literacy/ESL	\$960.00
				<b>Totals for Burlington English Inc.:</b>		
Compact Disc Source	7/11/2018 75525	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$169.29
				10-25-5717-00	Processing Supplies	\$74.06
<b>Complete Cleaning Company</b>						<u>\$243.35</u>
Complete Cleaning Company	7/11/2018 C06429	July 2018 Cleaning Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$2,303.00
				10-20-5661-00	Maint Contracts - Maint. Service	\$2,290.00

# Lisle Library District Accounts Payable for July 11, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Dan Laib Studios</b> Dan Laib Studios	7/11/2018 473	SRP Performer Invoice	Paid	10-60-5940-30	Totals for Complete Cleaning Company: Reader Services - Youth Serv. Dept.	<u>\$4,593.00</u> \$400.00
<b>Dynergy Energy Services</b> Dynergy Energy Services	7/11/2018 149565718061	Usage Invoice	Paid	10-20-5655-00	Totals for Dan Laib Studios: Utilities - Electric	<u>\$400.00</u> \$4,606.74
<b>Easyp permit Postage</b> Easyp permit Postage	7/11/2018 062518	Meter Refill Invoice	Paid	10-25-5710-00	Totals for Dynergy Energy Services: Postage	<u>\$4,606.74</u> \$1,020.99
<b>Findaway World</b> Findaway World	7/11/2018 529957868	Playaway Replacements Invoice	Paid	10-50-5890-30	Totals for Easyp permit Postage: A-V Matls - Youth Serv. Dept.	<u>\$1,020.99</u> \$23.94
<b>Gale / Cengage Learning</b> Gale / Cengage Learning	7/11/2018 64003764	Annual Gale Renewal Invoice	Paid	10-50-5869-20	Totals for Findaway World: Internet Licensed DBases	<u>\$23.94</u> \$60,014.58
<b>Grass Roots Press</b> Grass Roots Press	7/11/2018 ELD062618	ELD Books Invoice	Paid	10-50-5863-20	Totals for Gale / Cengage Learning: Literacy/ESL	<u>\$60,014.58</u> \$418.80
<b>Sandy Hayes</b> Sandy Hayes	7/11/2018 061518	Impact Networking Technolo Invoice	Paid	10-25-5724-15	Totals for Grass Roots Press: Local Travel	<u>\$418.80</u> \$9.26
					Totals for Sandy Hayes:	<u>\$9.26</u>

## Lisle Library District Accounts Payable for July 11, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>William Hazelgrove</b> William Hazelgrove	7/11/2018 071718	Program: Al Capone & the I Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$300.00
<b>Totals for William Hazelgrove:</b>						<u>\$300.00</u>
<b>Heritage Technology Solutions</b> Heritage Technology Solutions	7/11/2018 202005	Building Security Camera An Invoice	Paid	10-35-5763-00	Other Contractual Services-Technology As	\$950.00
<b>Totals for Heritage Technology Solutions:</b>						<u>\$950.00</u>
<b>Home Depot Credit Service</b> Home Depot Credit Service	7/11/2018 5011266	Exterior Stain & Brush Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$27.65
<b>Totals for Home Depot Credit Service:</b>						<u>\$27.65</u>
<b>JanWay Company</b> JanWay Company	7/11/2018 8-132189	AV Bags Invoice	Paid	10-25-5717-00	Processing Supplies	\$480.00
<b>Totals for JanWay Company:</b>						<u>\$480.00</u>
<b>Cary Kanno</b> Cary Kanno	7/11/2018 072818	Program: Musician - Summe Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$400.00
<b>Totals for Cary Kanno:</b>						<u>\$400.00</u>
<b>Jackie Kilcran</b> Jackie Kilcran	7/11/2018 062918	Mileage Reimbursement Invoice	Paid	10-25-5724-15	Local Travel	\$26.60
<b>Totals for Jackie Kilcran:</b>						<u>\$26.60</u>
<b>Konica Minolta Business Solutions</b> Konica Minolta Business Solutions	7/11/2018 25275520	Copier Use Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$407.68
<b>Totals for Konica Minolta Business Solutions:</b>						<u>\$407.68</u>
<b>Literacy DuPage</b>						

# Lisle Library District Accounts Payable for July 11, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Literacy DuPage	7/11/2018 101318	Annual Library Partnership S Invoice	Paid	10-50-5863-20	Literacy/ESL	\$250.00
<b>Mad Science of Chicago's Western Suburbs</b>						
Mad Science of Chicago's Western Suburbs	7/11/2018 072518	SRP Performer Invoice	Paid	10-60-5940-30	Reader Services - Youth Serv. Dept.	\$400.00
<i>Totals for Literacy DuPage:</i>						<u>\$250.00</u>
<b>Brian Michalski</b>						
Brian Michalski	7/11/2018 071318	Program: Vagabonding Arou Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$195.00
<i>Totals for Mad Science of Chicago's Western Suburbs:</i>						<u>\$400.00</u>
<b>Midwest Antenna &amp; Satellite Inc</b>						
Midwest Antenna & Satellite Inc XX-XXX2762	7/11/2018 072818	Program: Ice Cream Vendor - Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$1,387.50
<i>Totals for Brian Michalski:</i>						<u>\$195.00</u>
<b>Midwest Tape (7288)</b>						
Midwest Tape (7288)	7/11/2018 070218	DVDs / Blu-rays and Proces Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Mats - Adult Serv. Dept. Processing Supplies	\$3,407.72 \$970.95
<i>Totals for Midwest Antenna &amp; Satellite Inc:</i>						<u>\$1,387.50</u>
<b>Midwest Tape (7290)</b>						
Midwest Tape (7290)	7/11/2018 070218	CDs / CD Books Invoice	Paid	10-50-5890-30	A-V Mats - Youth Serv. Dept.	\$399.91
<i>Totals for Midwest Tape (7288):</i>						<u>\$4,378.67</u>
<b>Midwest Tape (7291)</b>						
Midwest Tape (7291)	7/11/2018 070218	JH CDs, YS DVD / Blu-rays Invoice	Paid	10-50-5890-30	A-V Mats - Youth Serv. Dept.	\$518.39
<i>Totals for Midwest Tape (7290):</i>						<u>\$399.91</u>
<b>Midwest Tape (12516)</b>						
Midwest Tape (12516)	7/11/2018 070218	CD Books Invoice	Paid	10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$52.49
<i>Totals for Midwest Tape (7291):</i>						<u>\$518.39</u>

# Lisle Library District Accounts Payable for July 11, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Midwest Tape (12957)</b> Midwest Tape (12957)	7/11/2018 070218	DVDs / Blu-rays - TV Invoice	Paid	10-50-5895-40	Totals for Midwest Tape (12516): A-V Matls - Adult Serv. Dept.	\$52.49 \$209.46
<b>Monaco Mechanical Service, Inc.</b> Monaco Mechanical Service, Inc.	7/11/2018 18081	YS Compressor Parts Invoice	Paid	30-65-5926-00	Totals for Midwest Tape (12957): Maint - Bldg Structure (.02 B/M)	\$209.46 \$595.50
	7/11/2018 18080	YS Compressor Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$4,675.00
	7/11/2018 18079	YS AC Service Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$251.84
<b>OverDrive, Inc.</b> OverDrive, Inc.	7/11/2018 CD0110718087271	Overdrive Titles Invoice	Paid	10-50-5890-30	Totals for Monaco Mechanical Service, Inc.: A-V Matls - Youth Serv. Dept.	\$5,522.34 \$2,000.00
<b>Justin Procter</b> Justin Procter	7/11/2018 062918	Mileage Reimbursement Invoice	Paid	10-25-5724-15	Totals for OverDrive, Inc.: Local Travel	\$2,000.00 \$11.12
<b>Republic Services</b> Republic Services	7/11/2018 0551-014064351	Rubbish July 1 - July 31, 2018 Invoice	Paid	10-20-5665-00	Totals for Justin Procter: Rubbish Removal	\$11.12 \$179.09
<b>Brian Stein</b> Brian Stein	7/11/2018 070218	Mileage Reimbursement Invoice	Paid	10-25-5724-15	Totals for Republic Services: Local Travel	\$179.09 \$26.49
					Totals for Brian Stein:	\$26.49

## Lisle Library District Accounts Payable for July 11, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>The Library Store, Inc.</b> The Library Store, Inc.	7/11/2018 499510	Lift Gate Delivery Invoice	Paid	10-25-5713-00	Office Supplies	\$75.00
<b>Totals for The Library Store, Inc.:</b>						<u>\$75.00</u>
<b>Village of Lisle</b> Village of Lisle	7/11/2018 062618	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	\$96.84
	7/11/2018 3600000241	Monthly Internet Fee - Conso Invoice	Paid	10-20-5650-00	Internet Service Provider	\$450.00
<b>Totals for Village of Lisle:</b>						<u>\$546.84</u>

# Lisle Library District Accounts Payable for July 11, 2018

**Account Summary**

Account Number	Description	Net Amount
10-20-5650-00	Internet Service Provider	\$450.00
10-20-5654-00	Utilities - Sewer & Water	\$96.84
10-20-5655-00	Utilities - Electric	\$4,606.74
10-20-5661-00	Maint Contracs - Maint. Service	\$4,593.00
10-20-5662-00	Maint Contr. - Landscape Serv.	\$969.38
10-20-5663-00	Mainit/Repairs-Genl repairs, Supplies	\$27.65
10-20-5665-00	Rubbish Removal	\$179.09
10-25-5710-00	Postage	\$1,020.99
10-25-5713-00	Office Supplies	\$75.00
10-25-5717-00	Processing Supplies	\$1,843.16
10-25-5724-15	Local Travel	\$73.47
10-35-5763-00	Other Contractual Services-Technology Asst	\$950.00
10-40-5783-00	Dues - Staff	\$481.00
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$407.68
10-50-5863-20	Literacy/ESL	\$1,628.80
10-50-5863-30	Books - Youth Serv. Dept.	\$1,342.25
10-50-5864-10	Books - Non Fiction	\$2,828.63
10-50-5865-10	Books - Adult Fiction	\$3,142.21
10-50-5867-20	Ref Books - Adult Serv. Dept.	\$184.92
10-50-5869-20	Internet Licensed DBases	\$60,014.58
10-50-5890-30	A-V Matls - Youth Serv. Dept.	\$2,942.24
10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$4,195.31
10-60-5931-10	Programs - Adult Services	\$2,282.50
10-60-5940-30	Reader Services - Youth Serv. Dept.	\$800.00
30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$5,522.34
	<b>GRAND TOTAL:</b>	<b>\$100,657.78</b>

# Lisle Library District Account Distribution Report by Number July 11, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
<b>10-20-5650-00, Internet Service Provider</b>									
7/11/2018	3600000241	Invoice	5493-363	Village of Lisle	Village of Lisle-360000	Posted	7/11/2018	\$450.00	\$0.00
					<b>Totals for 10-20-5650-00, Internet Service Provider:</b>			<b>\$450.00</b>	<b>\$0.00</b>
<b>10-20-5654-00, Utilities - Sewer &amp; Water</b>									
7/11/2018	062618	Invoice	5493-349	Village of Lisle	Village of Lisle-06261	Posted	7/11/2018	\$96.84	\$0.00
					<b>Totals for 10-20-5654-00, Utilities - Sewer &amp; Water:</b>			<b>\$96.84</b>	<b>\$0.00</b>
<b>10-20-5655-00, Utilities - Electric</b>									
7/11/2018	149565718061	Invoice	5493-355	Dynegy Energy Services	Dynegy Energy Servi	Posted	7/11/2018	\$4,606.74	\$0.00
					<b>Totals for 10-20-5655-00, Utilities - Electric:</b>			<b>\$4,606.74</b>	<b>\$0.00</b>
<b>10-20-5661-00, Maint Contracts - Maint. Service</b>									
7/11/2018	C06429	Invoice	5493-333	Complete Cleaning Company	Complete Cleaning Co	Posted	7/11/2018	\$2,303.00	\$0.00
7/11/2018	AW03529	Invoice	5493-369	Complete Cleaning Company	Complete Cleaning Co	Posted	7/11/2018	\$2,290.00	\$0.00
					<b>Totals for 10-20-5661-00, Maint Contracts - Maint. Service:</b>			<b>\$4,593.00</b>	<b>\$0.00</b>
<b>10-20-5662-00, Maint Contr. - Landscape Serv.</b>									
7/11/2018	4827	Invoice	5493-397	Bear Landscape Group	Bear Landscape Group-	Posted	7/11/2018	\$969.38	\$0.00
					<b>Totals for 10-20-5662-00, Maint Contr. - Landscape Serv.:</b>			<b>\$969.38</b>	<b>\$0.00</b>
<b>10-20-5663-00, Maint/Repairs-Genl repairs, Supplies</b>									
7/11/2018	5011266	Invoice	5493-351	Home Depot Credit Service	Home Depot Credit Se	Posted	7/11/2018	\$27.65	\$0.00
					<b>Totals for 10-20-5663-00, Maint/Repairs-Genl repairs, Supplies:</b>			<b>\$27.65</b>	<b>\$0.00</b>
<b>10-20-5665-00, Rubbish Removal</b>									
7/11/2018	0551-014064351	Invoice	5493-339	Republic Services	Republic Services-055	Posted	7/11/2018	\$179.09	\$0.00
					<b>Totals for 10-20-5665-00, Rubbish Removal:</b>			<b>\$179.09</b>	<b>\$0.00</b>
<b>10-25-5710-00, Postage</b>									
7/11/2018	062518	Invoice	5493-343	Easypcrmit Postage	Easypcrmit Postage-06	Posted	7/11/2018	\$1,020.99	\$0.00
					<b>Totals for 10-25-5710-00, Postage:</b>			<b>\$1,020.99</b>	<b>\$0.00</b>
<b>10-25-5713-00, Office Supplies</b>									
7/11/2018	499510	Invoice	5493-428	The Library Store, Inc.	The Library Store, Inc.	Posted	7/11/2018	\$75.00	\$0.00
					<b>Totals for 10-25-5713-00, Office Supplies:</b>			<b>\$75.00</b>	<b>\$0.00</b>
<b>10-25-5717-00, Processing Supplies</b>									
7/11/2018	8-132189	Invoice	5493-353	JanWay Company	JanWay Company-8-1	Posted	7/11/2018	\$480.00	\$0.00
7/11/2018	063018	Invoice	5493-373	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	7/11/2018	\$44.20	\$0.00
7/11/2018	063018	Invoice	5493-378	Baker & Taylor (C5223433)	Baker & Taylor (C5223	Posted	7/11/2018	\$0.65	\$0.00

# Lisle Library District Account Distribution Report by Number July 11, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
7/11/2018	063018	Invoice	5493-381	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	7/11/2018	\$92.20	\$0.00
7/11/2018	063018	Invoice	5493-384	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	7/11/2018	\$7.55	\$0.00
7/11/2018	063018	Invoice	5493-387	Baker & Taylor (L4342812)	Baker & Taylor (L4342	Posted	7/11/2018	\$11.90	\$0.00
7/11/2018	063018	Invoice	5493-390	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	7/11/2018	\$17.25	\$0.00
7/11/2018	063018	Invoice	5493-393	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	7/11/2018	\$31.25	\$0.00
7/11/2018	063018	Invoice	5493-396	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	7/11/2018	\$113.15	\$0.00
7/11/2018	070218	Invoice	5493-405	Midwest Tape (7288)	Midwest Tape (7288)-	Posted	7/11/2018	\$970.95	\$0.00
7/11/2018	75524	Invoice	5493-424	Compact Disc Source	Compact Disc Source	Posted	7/11/2018	\$74.06	\$0.00
<b>10-25-5724-15, Local Travel</b>								<b>\$1,843.16</b>	<b>\$0.00</b>
7/11/2018	061518	Invoice	5493-335	Sandy Hayes	Sandy Hayes-061518	Posted	7/11/2018	\$9.26	\$0.00
7/11/2018	062918	Invoice	5493-345	Justin Procter	Justin Procter-062918	Posted	7/11/2018	\$11.12	\$0.00
7/11/2018	062918	Invoice	5493-347	Jackie Kilcran	Jackie Kilcran-062918	Posted	7/11/2018	\$26.60	\$0.00
7/11/2018	070218	Invoice	5493-420	Brian Stein	Brian Stein-070218	Posted	7/11/2018	\$26.49	\$0.00
<b>10-35-5763-00, Other Contractual Services-Technology Asst</b>								<b>\$73.47</b>	<b>\$0.00</b>
7/11/2018	202005	Invoice	5493-337	Heritage Technology Solutions	Heritage Technology S	Posted	7/11/2018	\$950.00	\$0.00
<b>10-40-5783-00, Dues - Staff</b>								<b>\$950.00</b>	<b>\$0.00</b>
7/11/2018	0263427-2018	Invoice	5493-416	American Library Assn	American Library Ass	Posted	7/11/2018	\$481.00	\$0.00
<b>10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide</b>								<b>\$481.00</b>	<b>\$0.00</b>
7/11/2018	252755520	Invoice	5493-418	Konica Minolta Business Solut	Konica Minolta Busine	Posted	7/11/2018	\$407.68	\$0.00
<b>10-50-5863-20, Literacy/ESL</b>								<b>\$407.68</b>	<b>\$0.00</b>
7/11/2018	112381	Invoice	5493-341	Burlington English Inc.	Burlington English Inc	Posted	7/11/2018	\$960.00	\$0.00
7/11/2018	ELD062618	Invoice	5493-357	Grass Roots Press	Grass Roots Press-ELD	Posted	7/11/2018	\$418.80	\$0.00
7/11/2018	101318	Invoice	5493-359	Literacy DuPage	Literacy DuPage-10131	Posted	7/11/2018	\$250.00	\$0.00
<b>10-50-5863-30, Books - Youth Serv. Dept.</b>								<b>\$1,628.80</b>	<b>\$0.00</b>
7/11/2018	063018	Invoice	5493-382	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	7/11/2018	\$102.30	\$0.00
7/11/2018	063018	Invoice	5493-385	Baker & Taylor (L4342812)	Baker & Taylor (L4342	Posted	7/11/2018	\$518.79	\$0.00
7/11/2018	063018	Invoice	5493-391	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	7/11/2018	\$721.16	\$0.00

# Lisle Library District Account Distribution Report by Number July 11, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
<b>10-50-5864-10, Books - Non Fiction</b>									
7/11/2018	063018	Invoice	5493-376	Baker & Taylor (C5223433)	Baker & Taylor (C5223	Posted	7/11/2018	\$166.26	\$0.00
7/11/2018	063018	Invoice	5493-379	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	7/11/2018	\$2,662.37	\$0.00
Totals for 10-50-5864-10, Books - Non Fiction:								\$2,828.63	\$0.00
<b>10-50-5865-10, Books - Adult Fiction</b>									
7/11/2018	063018	Invoice	5493-388	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	7/11/2018	\$69.19	\$0.00
7/11/2018	063018	Invoice	5493-394	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	7/11/2018	\$3,073.02	\$0.00
Totals for 10-50-5865-10, Books - Adult Fiction:								\$3,142.21	\$0.00
<b>10-50-5867-20, Ref Books - Adult Serv. Dept.</b>									
7/11/2018	063018	Invoice	5493-374	Baker & Taylor (C5223353)	Baker & Taylor (C5223	Posted	7/11/2018	\$184.92	\$0.00
Totals for 10-50-5867-20, Ref Books - Adult Serv. Dept.:								\$184.92	\$0.00
<b>10-50-5869-20, Internet Licensed DBases</b>									
7/11/2018	64003764	Invoice	5493-426	Gale / Cengage Learning	Gale / Cengage Learnin	Posted	7/11/2018	\$60,014.58	\$0.00
Totals for 10-50-5869-20, Internet Licensed DBases:								\$60,014.58	\$0.00
<b>10-50-5890-30, A-V Mats - Youth Serv. Dept.</b>									
7/11/2018	529957868	Invoice	5493-367	Findaway World	Findaway World-5299	Posted	7/11/2018	\$23.94	\$0.00
7/11/2018	070218	Invoice	5493-406	Midwest Tape (7290)	Midwest Tape (7290)-	Posted	7/11/2018	\$399.91	\$0.00
7/11/2018	070218	Invoice	5493-408	Midwest Tape (7291)	Midwest Tape (7291)-	Posted	7/11/2018	\$518.39	\$0.00
7/11/2018	CD0110718087271	Invoice	5493-430	OverDrive, Inc.	OverDrive, Inc.-CD011	Posted	7/11/2018	\$2,000.00	\$0.00
Totals for 10-50-5890-30, A-V Mats - Youth Serv. Dept.:								\$2,942.24	\$0.00
<b>10-50-5895-40, A-V Mats - Adult Serv. Dept.</b>									
7/11/2018	063018	Invoice	5493-371	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	7/11/2018	\$356.35	\$0.00
7/11/2018	070218	Invoice	5493-399	Midwest Tape (12516)	Midwest Tape (12516)	Posted	7/11/2018	\$52.49	\$0.00
7/11/2018	070218	Invoice	5493-401	Midwest Tape (12957)	Midwest Tape (12957)	Posted	7/11/2018	\$209.46	\$0.00
7/11/2018	070218	Invoice	5493-403	Midwest Tape (7288)	Midwest Tape (7288)-	Posted	7/11/2018	\$3,407.72	\$0.00
7/11/2018	75525	Invoice	5493-422	Compact Disc Source	Compact Disc Source	Posted	7/11/2018	\$169.29	\$0.00
Totals for 10-50-5895-40, A-V Mats - Adult Serv. Dept.:								\$4,195.31	\$0.00
<b>10-60-5931-10, Programs - Adult Services</b>									
7/11/2018	071718	Invoice	5493-035	William Hazelgrove	William Hazelgrove-07	Posted	7/11/2018	\$300.00	\$0.00
7/11/2018	071318	Invoice	5493-037	Brian Michalski	Brian Michalski-07131	Posted	7/11/2018	\$195.00	\$0.00
7/11/2018	072818	Invoice	5493-361	Midwest Antenna & Satellite I	Midwest Antenna & S	Posted	7/11/2018	\$1,387.50	\$0.00
7/11/2018	072818	Invoice	5493-365	Cary Kanno	Cary Kanno-072818	Posted	7/11/2018	\$400.00	\$0.00

# Lisle Library District Account Distribution Report by Number

July 11, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount	
<b>10-60-5940-30, Reader Services - Youth Serv. Dept.</b>										
7/11/2018	072518	Invoice	5493-031	Mad Science of Chicago's West	Mad Science of Chica	Posted	7/11/2018	\$400.00	\$0.00	
7/11/2018	473	Invoice	5493-033	Dan Laib Studios	Dan Laib Studios-473	Posted	7/11/2018	\$400.00	\$0.00	
								<b>Totals for 10-60-5931-10, Programs - Adult Services:</b>	<b>\$2,282.50</b>	<b>\$0.00</b>
<b>30-65-5926-00, Maint - Bldg Structure (.02 B/M)</b>										
7/11/2018	18081	Invoice	5493-410	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	7/11/2018	\$595.50	\$0.00	
7/11/2018	18080	Invoice	5493-412	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	7/11/2018	\$4,675.00	\$0.00	
7/11/2018	18079	Invoice	5493-414	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	7/11/2018	\$251.84	\$0.00	
								<b>Totals for 10-60-5940-30, Reader Services - Youth Serv. Dept.:</b>	<b>\$800.00</b>	<b>\$0.00</b>
								<b>Totals for 30-65-5926-00, Maint - Bldg Structure (.02 B/M):</b>	<b>\$5,522.34</b>	<b>\$0.00</b>
								<b>Grand Totals:</b>	<b>\$100,657.78</b>	<b>\$0.00</b>

# Lisle Library District Account Distribution Report by Number July 11, 2018

- Report name: Account Number Report for July 11, 2018
- Report format: Detail
- Include these transaction dates: 7/11/2018 to 7/11/2018
- Include these post dates: 7/11/2018 to 7/11/2018
- Include all Post Statuses
- Do not include adjustment transactions
- Include miscellaneous entries
- Include these Accounts: Query: Account number report
- Include all Funds
- Include all Classes
- Include all Vendors
- Include all Invoices
- Include all Credit Memos
- Include all Payments
- Include all Purchase Orders
- Include all Receipts
- Include all Account Attributes
- Include all Vendor Attributes
- Include all Invoice Attributes
- Include all Credit Memo Attributes
- Include all Purchase Order Attributes
- Include all Function(s)
- Include all Department(s)

**PRIOR MONTHS BILLS PAID BETWEEN June 2018 and July 2018  
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.**

Check #	Vendor	Amount	
HSA	Salaries 6/15/18	\$ 64,915.79	
HSA	Garnishment	\$ 182.73	
HSA	Ill. Dept. of Revenue	\$ 4,167.89	
Auto W/D	Howard Simon & Associates	\$ 508.50	
HSA	EFTPS/Electronic Tax Pymt 6/15/18	\$ 21,485.91	
	Fed Tax \$7997.11		
	FICA W/H \$6744.38		
	FICA Lib \$6744.42		
HSA	Salaries 6/29/18	\$ 63,006.97	
HSA	Garnishment	\$ 153.30	
HSA	Ill. Dept. of Revenue	\$ 4,048.96	
HSA	EFTPS/Electronic Tax Pymt 6/29/18	\$ 20,966.20	
	Fed Tax \$7852.68		
	FICA W/H \$6556.79		
	FICA Lib \$6556.73		
Wired	IMRF	\$ 22,749.27	
	IMRF W/H \$7802.06		
	IMRF Lib. \$14947.21		
	<b>Sub Total</b>	<b>\$ 202,185.52</b>	
Check #	Vendor	Description	Amt
2102	AFLAC (G6920)	Payroll Withholding	484.34
2103	Anderson Pest Solutions	Contract June 2018	141.00
2104	Blackbaud	Training, Software Renewal	10379.16
2105	Complete Cleaning Company	Window Washing	615.00
2106	Dell Catalog Sales LP	10 PCs	7360.20
2107	Great River Regional Library	Replacement Cost of ILL Item	17.98
2108	IHLS - OCLC	ILL Management Fee	38.75
2109	Konica Minolta Premier Finance	Contract Copier	211.10
2110	LIMRICC PHIP Health	Health Premium	28941.38
2111	Nature's Creatures Co.	Program	375.00
2112	NICOR	Gas Usage	1475.84
2113	Outsource Solutions Group, Inc.	Server Licenses	225.00
2114	Pitney Bowes Global Financial Services LLC	Rentall Lease April-July 2018	180.00
2115	Triple S Vending	Water	56.00
2116	Unique Management Services, Inc.	Collection Account	44.75
2117	Whatecom County Library System	Replacement Cost of ILL Item	11.99
2118	Amazon	Books, Games, Program Supplies, Small Equip	1,958.11
2119	Arthur J. Gallagher Risk Management Services, Inc.	Bond for Treasurer	2,400.00
2120	Baker & Taylor (L4171582)	Audio Books & Processing	759.77
2121	Baker & Taylor (C5223353)	Continuations	157.46
2122	Baker & Taylor (C5223433)	Continuations	625.64
2123	Baker & Taylor (L0334152)	Circ & Processing	6,580.21
2124	Baker & Taylor (L3965522)	Unprocessed	19.88
2125	Baker & Taylor (L4171782)	Auto Yours & Processing	68.21
2126	Baker & Taylor (L4342812)	Books - YS & Processing	237.57

2127	Baker & Taylor (L5202982)	PBS & Processing	105.62
2128	Baker & Taylor (L5226642)	Reference Books - Adult & Processing	294.80
2129	Baker & Taylor (L5425632)	Books - YS & Processing	2,016.52
2130	Baker & Taylor (L5543202)	Books - Fiction & Processing	3,621.03
2131	Mary Bannon	Monday Funday	14.50
2132	Batteries Plus	Emergency Light Batteries	118.74
2133	Brian Baxter	LACONI - Cataloging Non-Traditional Items	37.22
2134	Case Lots, Inc.	Misc Kitchen Supplies	528.30
2135	ChiliFresh Enterprises, Inc. (902280)	Chili Fresh Book Cover for Polaris	1,200.00
2136	Compact Disc Source	Music CDs & Processing	1,246.19
2137	Dell Marketing LP	2 All in One PCs	2,014.56
2138	Delta Dental - Risk	Delta Dental Risk	2,102.79
2139	Demco, Inc.	Tapes, Corner Pockets, Bookmarks	4,357.77
2140	Discount School Supply	Crafting	107.20
2141	EnvisionWare, INC.	Payware, PCI Compliance May - 2018	167.00
2142	Pam Freer	Books Group Supplies	10.99
2143	Garvey's Office Products	CD Sleeves, Display Tape, Crafting	206.72
2144	Impact Networking, LLC	Copy Paper	294.90
2145	Industrial Appraisal Company	Fixed Assets Reporting, Reporting for Insurance	455.00
2146	Johnson Controls Security Solutions	Tyco Security	753.56
2147	Konica Minolta Business Solutions	May 2018 Usage	315.64
2148	Management Association	2018 LACONI Survey	100.00
2149	MB Financial Credit Card	Database, Telephone, Programs	9,879.38
2150	Midwest Tape	CDBK Cases	1,077.98
2151	Monaco Mechanical Service, Inc.	AC Work on East Air Units	1,455.91
2152	NCPERS - IL IMRF	Payroll Withholding	96.00
2153	New Albertsons Inc	Programming, Meetings, Supplies	389.20
2154	Precision Control System	Repair Meeting Room Air Handler	740.00
2155	Will Savage	Storytime, Monday Funday, Outreach	47.85
2156	Noelle Spicher	Teen Program Supplies	23.56
2157	Staples Advantage	Misc. Kitchen, Office, In-Service, Parade Supplies	991.39
2158	Triple S Vending	Water, Cooler Rental	79.00
		<b>Sub Total</b>	<b>\$ 98,213.66</b>
		<b>TOTAL</b>	<b>\$ 300,399.18</b>

**RECAP OF PRIOR SHEETS EXPENSES**

TOTAL CORPORATE EXPENSES	<u>\$357,086.71</u>
TOTAL .02 BUILDING/MAINT. EXPENSES	<u>\$15,721.89</u>
TOTAL IMRF/FICA EXPENSES	<u>\$28,248.36</u>
TOTAL WORKING CASH EXPENSES	<u>                  </u>
TOTAL SPECIAL RESERVE	<u>                  </u>
TOTAL OF ALL ABOVE	<u><u>\$401,056.96</u></u>

These expenses have been submitted by \_\_\_\_\_  
(Tatiana Weinstein)

The above items have been approved by the Lisle Library District Board of Trustees on: / 7/11/2018

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Presiding Officer

List any invoices by payee and check number NOT being approved for payment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Monthly Circulation Report - June 2018

	Checkouts	Renewals	Jun-18 TOTALS	YTD FY 16/17	YTD FY 17/18	YTD % Change
Adult Non-Print	6,927	2,210	9,137	120,193	111,996	-6.82%
Adult Print	7,583	3,250	10,833	118,225	112,228	-5.07%
Adult Total	14,510	5,460	19,970	238,418	224,224	-5.95%
YS Non-Print	2,128	797	2,925	31,398	28,765	-8.39%
YS Print	10,115	3,212	13,327	126,919	130,516	2.83%
Total YS	12,243	4,009	16,252	158,317	159,281	0.61%
Digital Media						
Overdrive	1,659		1,659	17,249	18,037	4.57%
hoopla	1,861		1,861	12,944	19,275	48.91%
RB Digital (formerly Zinio)	99		99	1,826	1,713	-6.19%
Total Digital	3,619	0	3,619	32,019	39,025	21.88%
<b>Subtotal Print + Non-Print/Digital</b>	<b>30,372</b>	<b>9,469</b>	<b>39,841</b>	<b>428,754</b>	<b>422,530</b>	<b>-1.45%</b>
Computer/Tech Sessions Logins	2,872		2,872	34,419	31,694	-7.92%
Database Usage/Unique Logins	2,342		2,342	33,557	32,897	-1.97%
Wireless Use	1,710		1,710	24,677	21,732	-11.93%
ScannX sessions/jobs	463		463	3,635	4,070	11.97%
Museum Adventure Passes	40		40	339	285	-15.93%
Total IT/Resource Sessions	7,427	0	7,427	96,627	90,678	-6.16%
<b>Total Circulation</b>	<b>37,799</b>	<b>9,469</b>	<b>47,268</b>	<b>525,381</b>	<b>513,208</b>	<b>-2.32%</b>
Literacy Software Usage Hours			95	1,089	1,182	8.54%
<b>Borrower Information</b>	<b>Jun. 2018 Total</b>	<b>YTD 16/17</b>	<b>YTD 17/18</b>	<b>YTD % Change</b>		
New Library Cards Added	169	1,796	1,591	-11.41%		
Monthly Borrowers	3,236	38,320	36,714	-4.19%		
Total # Registered Borrowers	11,219	11,751	11,219	-4.53%		
<b>InterLibrary Loans</b>						
Materials Sent	124	1,499	1,725	15.08%		
Materials Received	490	4,543	4,765	4.89%		
<b>Polaris/Catalog Holds</b>						
Holds Placed	3,264	36,214	35,367	-2.34%		
Holds Checked Out	2,281	28,771	27,269	-5.22%		

**Lisle Library District  
Program and Service Statistics - June 2018**

	LibWide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY16/17	YTD FY17/18	% Change
<b>Library Event Statistics</b>									
Staff Facilitated Programs		23	40	54	3	120	901	1,059	17.54%
Attendees		227	1,087	66	41	1,421	13,814	14,350	3.88%
Computer/Technology Programs		7	4		3	14	71	129	81.69%
Attendees		31	32		3	66	294	491	67.01%
Performer/Speaker/Author		2	4			6	46	40	-13.04%
Attendees		48	382			430	1,254	1,265	0.88%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	4					4	5	12	140.00%
Attendees	570					570	950	1,734	82.53%
<b>Total Number of Programs</b>	4	32	48	54	6	144	1,023	1,240	21.21%
<b>Total Patrons Served by Programming</b>	570	306	1,501	66	44	2,487	16,312	17,840	9.37%
Reference Questions		2,767	2,914	2,416		8,097	77,594	77,842	0.32%
Volunteer Hours		5.00	519.00			524.00	1,725.00	1,494.50	-13.36%
<b>Outreach Service Statistics</b>									
Outreach Visits		3	9	3		15	151	175	15.89%
Patrons Served by Outreach Visits		193	650	180		1,023	10,391	11,809	13.65%
Home Delivery Dates		2				2	26	26	0.00%
Patrons Served via Home Delivery		88				88	973	1,006	3.39%
<b>Total Outreach Programs</b>		5	9	3		17	177	201	13.56%
<b>Total Patrons Served with Outreach Services</b>		281	650	180		1,111	11,364	12,815	12.77%
<b>Civic Facility Use</b>									
Literacy/Tutoring Room Use (patron count)	105						1,181	1,245	5.42%
Number of Outside Groups Using Meeting Space	24						292	308	5.48%
Patrons Entering Building	16,996						183,429	176,565	-3.74%
Friend's Sponsored Programs	1						11	12	9.09%
Attendees	39						487	910	86.86%
<b>Social Media Use</b>									
Facebook (daily page consumption)	3,391						15,373	21,021	36.74%
Twitter Followers	724						666	724	8.71%
Pinterest Average Daily Viewers	171						2,111	2,028	-3.93%
Instagram Likes	707						4,353	4,991	14.66%
Flickr Views	14,362						84,272	114,625	36.02%

To: Lisle Library District Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: July 6, 2018

## Director's Report July 2018

### Meetings

Dept Directors – June 14

Fisher – June 15

Staff – June 19

Strategic Planning Committee – June 20

Annual Joint Review Board/VOL – June 22

Village – June 26

Monaco/HVAC – June 26

Finance Committee – June 27

Dept Directors – June 28

Staff -- July 3

### Highlights | Developments

#### 4<sup>th</sup> of July

The LLD participated in the annual 4<sup>th</sup> of July Parade down Main Street. Staff and Trustees walked alongside other community organizations tossing candy, handing out bookmarks, and celebrating in red, white, and blue fashion.

It's always wonderful hearing onlookers cheer, "We love the Library!" The festive and supportive atmosphere gave us the community relief we needed in the sizzling weather. *Thank you Lisle!*

#### Power Outage

At approximately 8:15 pm on June 25<sup>th</sup>, the Library experienced a complete power outage. According to Commonwealth Edison, a number of residences were out in our neighborhood.

Patrons were asked to leave the building for safety reasons and we closed the facility to the public. 45 minutes remained before the official closing time, so staff put signs on the entrance doors to alert patrons to the outage. Via my remote communications with the IT Manager, the in-charge staff ensured that all technology affected areas were properly taken care of before dismissing staff for the evening.

The IT Manager commuted in after hours to ensure the server room and other technology components were safely shut down. The power was restored at approximately 10pm.

There were no issues the next day, outside of staff having to reset the HVAC system on the east end of the building. I appreciate the competent manner in which staff handle these very frustrating and frequent outages.

To: Lisle Library District Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: July 6, 2018

## Representative Olsen

State Representative, David Olsen, of the Illinois 81st District, will station a table in the LLD lobby to hear and answer questions from constituents on Wednesday, July 18<sup>th</sup> from 11:00 am to 12:30 pm.

## Summer Read

LLD's Summer Read 2018 is still in full-swing and participants have until July 27<sup>th</sup> to log their reading minutes or book reviews. The LLD has a great Summer Read Wrap-Up Party planned for Saturday July 28<sup>th</sup> from 11:00 am to 2:00 pm. Expect ice cream, live music, an all-ages craft, and we encourage you to test your skills on our outdoor, inflatable, obstacle course! There will also be a prize pick-up station for those who've completed their reading goals for the program. See you all there!

As of this report, 1,354 patrons have registered, this includes children, teens and adults. The Youth program is tracking reading minutes and as of this report, over 322,137 minutes have been logged. *Great going, summer readers!*

Respectfully,



Tatiana Weinstein

2018 LLD 4th of July Parade | Main Street, Lisle, IL



## July Assistant Director Report

- Strategic Plan Committee – June 20
- Visu-Sewer – June 13
- Board Meeting – June 13
- Northern IL Food Bank – June 25
- Ed Gritzenbach Monaco – June 26
- Finance Committee – June 27
- Event Team – June 4
- Summer Lunch – June 11, 18, 25
- Monaco Mechanical – June 1, 23
- Precision – June 6
- Personnel and Policy Committee – June 8

### Summer Read

The Event Team met several times this month. They reviewed the very successful Summer Read Kick-off and finalized plans for the Summer Read Wrap-up day. Patron parking went smoother at the Kick-off. Having staff at the crosswalk area of the parking lot helped with directing pedestrians and cars. Wrap-up plans include an obstacle course, crafts, music, ice cream and program completion tables.

### Summer Lunches

The Lisle Library District hosted several lunches on Mondays through the Summer Lunch Program that began on Monday, June 11 in the Library meeting room. The Summer Meals program is designed to provide lunch to children during the summer at no cost to the children. Many children don't get the nutrition they need during the summer months when they no longer receive lunch at school. LLD hosted 20 children in June.

Many Lisle Library District patrons have seen our flyers on the program and asked how they can help. We have directed inquiries to the West Suburban Community Pantry. The Pantry has helped with this program's volunteers and provided snack packs for children to take home from the Summer Lunch program. The Northern Illinois Food Bank is the provider of the lunch meals.

### Outages and Training

With the power outages in the Library, staff have been updating the emergency procedures and equipment such as flashlights and emergency ceiling/exit lighting. Staff have replaced batteries in several emergency lighting fixtures. Staff also have reviewed the steps for extended power outages. Due to continued surges and the need to reset the HVAC system, repairs for the east end air handlers and controller is planned.

I have met individually with members of our Safety Team to review their reactions to the power outages and to prepare for safety drills at our Staff Development Day, August 10<sup>th</sup>. The Team will be meeting later this month to prepare drills and instruction for that day.

Beth McQuillan



Adult Services Quarterly Report  
April-May-June 2018

**April:**

LLD celebrated *National Library Week* throughout the entire month of April. Patrons were invited to take home an LLD yard sign by completing one of the three A's: APPLY for a Library card (or) ATTEND a program (or) ADD contact info for text alerts, e-news updates, or follow LLD on social media. The Library also hosted a "Book in a Bottle" contest where patrons were given the challenge of guessing the title of a shredded book in a jar. We gave out approximately 250 yard signs and 30 patrons participated in the "Book in a Bottle" contest.

On Friday, April 13th, 20 patrons attended our first ever "Dinner and a Movie" program. Xavier Duran and Patricia Rocco worked together to create an extremely popular new program with pizza and salads to complement the viewing of Academy Award winning *The Shape of Water*. Patron comments included: "Great movie and the food was great! Change nothing!" "Let's do this again! Pizza and movie night!" and "Looking forward to next time!"

Gallery 777 launched a new exhibit in April, "Midwest SOARRING Pow Wow Photography" by Tom and Lynn Anderson. A highlight of the art opening was the visit by Midwest SOARRING Princess Abby Lyons wearing her Fancy Shawl regalia. Abby answered questions about her attire and demonstrated Pow Wow dancing.

Jean Demas attended the Spring LEARN (Libraries English and Reading Network) meeting held at the Indian Trails Public Library. Jean also helped plan the meeting and presented a session on libraries as safe havens to 20 attendees. Additionally, Graphic Novel selector, Noelle Spicher, attended C2E2 at McCormack Place in Chicago where she talked with graphic novel publishers, artists, and authors, and gathered signed books for LLD's GN collection.

In honor of National Poetry Month, our community table offered patrons the opportunity to create a poem on magnetic boards with the results appearing in LLD's social media posts. 68 individuals participated.

April brought a very busy month for outreach visits among the Adult Services team. Patricia Ruocco, Winona Patterson, and Anne Loeding-Foster visited Brookdale Senior Living and spoke to about 40 residents. They answered questions about Home Delivery and registered/renewed Library cards. Jean Demas and Teri Zarat visited the Lisle Village Hall where they registered cards, gave out LLD yard signs, and promoted our programs and collection. Noelle Spicher visited the Lisle High School lunchroom where she talked to teens about the upcoming Comic Book Giveaway Day and gave out bookmarks and flyers for upcoming programs. Lastly, Xavier Duran visited the Lisle Senior Center and provided background information and fun trivia during his

introduction to the screening of *The Darkest Hour*. Xavier also gave out flyers and discussed LLD's Home Delivery Program.

I was accepted into the Illinois Library Association's new program: *Elevate: Illinois Libraries Leadership Program*. I attended a one-day conference in Springfield on Saturday, April 28th where participants were given the following learning objectives: understand the fundamentals of strengths-based leadership, gain insight into one's own strengths and identify potential complementary strengths needed from others, and identify a project and initial action steps that can be implemented using insights from this program.

## **May:**

Literacy Outreach Librarian, Jean Demas, wrote and submitted a multi-type collaborative grant to RAILS to purchase family literacy materials. LLD, in partnership with the Ann Reid Early Childhood Center and Naperville School District #203, was awarded a \$2,280 grant for the 2018-2019 school year. These funds will be dedicated to purchasing materials that focus on social/emotional learning. In addition to the copies of each book that will be sent home with the parents who participate in the Family Literacy Program, both the Lisle Library District and the ARECC LRC will keep 1-2 copies of each title in their respective materials collections.

Adult Services continued its annual celebration of Comic Book Giveaway Day on May 5<sup>th</sup>. Noelle Spicher handed out comic books to over 136 people at the Connection Desk. Additionally, Youth Services offered a special Comic Book Story Time this year. Comic enthusiasts of all ages dressed up as their favorite super hero and participated in the festivities.

Jean Demas attended the spring meeting of the Parent Teacher Advisory Council at the Ann Reid Early Childhood Center where she reported on the Family Literacy Program's successful outcomes for the 2017-2018 school year. 42 attendees, including representatives of community groups, school districts and libraries, were present at the meeting.

Winona Patterson and Rochelle Storm attended ILA's annual Reaching Forward Conference in Rosemont. They attended various sessions including, "Hope for the Homeless: One Library's Story," "Dementia and Alzheimer's Services @ Your Library," and "Understanding Fake News."

Once again, Adult Services was busy reaching our patrons outside of the library during the month of May. Our team spoke to approximately 250 individuals during this month's outreach visits. Winona Patterson and Teri Zarat visited Arbor Place and talked to residents about wireless printing, digital resources, and the Home Delivery program. Winona and Stephanie Kandlik attended the Lisle Police Department's Community Open House and spoke to over 150 attendees about the Summer Read program and kickoff party and answered questions on downloading audiobooks. Krista Kloepper, Taylor Habal, and Angela McCurdy visited Brookdale where they discussed the Home Delivery program and provided a bookmark craft. Patricia

Ruocco provided the introduction for the Lisle Senior Center’s showing of *The Post*. Patricia shared information about the Summer Read program and upcoming adult programs.

**June:**

On Saturday, June 2<sup>nd</sup>, the Lisle Library hosted its annual Summer Read Kick-Off Party. In celebration of this year’s theme, *Reading Takes You Everywhere*, activities included: grilled cheese sandwiches from Cheesie’s food truck, a study room turned into a giant sandbox, a postcard making craft, chalk-the-walk coloring activity featuring a large scale LLD logo on the parking lot, bubble pools, music from solo musician Jaik Willis, and a readers’ advisory tent where Rochelle Storm and Noelle Spicher suggested and checked out books to patrons. Approximately 550 people attended the celebration with 446 people registering for Summer Read that day including 117 adults, 35 teens, 242 kids, 37 story time kids, and 15 babies.

Rochelle Storm and Pam Freer attended the Lisle Woman’s Club Garden Gait event and highlighted books, DVDs, and periodicals with a gardening focus. They also promoted the Summer Read program, upcoming programs, the LLD Seed Library, and handed out 52 seed packets.

Jean Demas taught the computer class “Learn a New Language!” where she demonstrated how to use Transparent Language Online to s10 people. This was our first scheduled Saturday morning class as part of an expanded effort to offer day/evening diversity in the technology class schedule.

Gallery 777 launched a collaborative exhibit in June. The students of the People’s Resource Center presented: “PRC Summer Art Exhibition.”

In June, we displayed a butterfly kit at the Community Table. Over 9 days our tiny friends ate, grew, spun cocoons, and emerged as Painted Lady butterflies. As soon as the weather permitted, the butterflies were released into the butterfly garden with 8 spectators to witness their flight. Between the time they arrived as caterpillars and left as butterflies, 373 people stopped by the table to witness their transformation.

Respectfully Submitted, Elizabeth Hopkins





# Youth Services Quarterly Report–July 2018

## News and Patron Communications:

- A new member has joined the Youth Services Staff. YS Associate Jessie Hedrick started work in late May. Jessie is helping us with service desk coverage as well as programming duties as assigned. She will begin work on her Masters in Library Science in the fall and we are excited to see what she can bring to our department.
- We have had several patron requests for a painting program for children, similar to the dinosaur painting program we ran with the help of former Lisle District 202 art teacher Nancy Staszak last year. We will be keeping these requests in mind as we plan for the coming newsletter cycle.
- The YS Pages are now officially members of the Circulation department, consolidating the Pages under a single department. This change allows YS staff more time to focus on program planning, collection development and other department specific duties.
- We have received a lot of good feedback from patrons (children and parents) on the changes we implemented to the Summer Reading Program. We are already using that feedback to adapt on the fly and prepare for next year. See below for more details on the program.

## Programs & Community Outreach Highlights:

- The Summer Reading Program began on June 2 with a very successful kickoff party. As of this report, we have 801 children participating this summer and they have logged just over 313,000 minutes read. Incentives this year are a mix of physical prizes, such as library branded sunglasses or water bottles, or activities the kids can purchase tickets for. These activities include having lunch with the turtles, admission to specific programs or earning your spot on our reader wall of fame. Oddly enough, the most popular incentive did not even originate as one. As the kids read they earn tokens that they can redeem at our trading post. Last week we had to have a “flash sale” because so many participants wanted to amass as many tokens as they could instead of spending them!
- The LLD and Lisle Park District are partnering this summer at LPD day camp. Each Tuesday morning a staff member conducts an outreach program aligned with the Park District’s theme for the week. Highlighting Summer Read and LLD resources while kids are out of school also reminds day-campers that the LLD is accessible year-round.
- Our summer performer series has been more popular than ever. Each Wednesday we have a performer put on a show at 2pm in the afternoon. Performances have included an animal show, science exhibitions and a theater production. Attendance has been no less than 80 people each event.

- Our Spring Reading program was extremely well received in April. The theme this year was robots, with participants receiving their own robot Hex Bug if they completed the program requirements. Over the course of the month nearly 200 children participated.
- For National Library Month (April) we had a special series of storytimes starring Curious George. YS Staff performed outreach storytimes at Tate Woods, Schiesher, Beebe and St Joan, as well as having a storytime for our young patrons in the Library.
- We introduced a new storytime to our lineup this June. We now have a special storytime for babies aged birth to 10-12 months. We found that our Little Movers and Shakers storytime could be a little intimidating for babies not yet walking, so this new storytime specifically targets those patrons.
- Monday Funday and Terrific Tuesday have continued through the beginning of summer. Some of the topics covered included:
  - Sound Science
  - Bird Feeder Creation
  - Mini Robot Building
  - Earth Science

**Professional Development:**

- I attended several Laconi meetings over the course of the last three months. The meetings revolved around planning out the upcoming year of programming that we as the YS arm of LACONI will offer for professional development during the next fiscal year.
- Assistant Director John Ferrari has had several meetings as a member of the iRead board. This committee plans and implements the summer reading program theme for the state of Illinois. With summer upon us, many of his meetings are looking ahead and beginning to plan for the summer of 2019.
- I spoke at the Reaching Forward conference this May. The panel I was a member of discussed how our libraries run Star Wars reads day. I was joined by representatives from Joliet Public Library, Bloomingdale Public Library and Glenside Public Library.

Respectfully Submitted,

Will Savage  
 Director of Youth Services

# Quarterly Board Report 4<sup>th</sup> Quarter FY17/18 Circulation Services Department

July 5, 2018

## 4<sup>th</sup> Quarter Outreach Visits

During the spring and early summer, Circulation Services (CS) staff members visited various locations throughout Lisle in order to register new patrons with library cards, renew existing library cards, and to share information about Library services and programs. Locations included:

- Brookdale Senior Living Solutions Lisle – April 16
- Lisle Village Hall – April 17
- Arbor Place of Lisle Senior Living – May 10 (*see photo below*)
- Lisle Police Department Open House – May 17 (*see photo below*)
- Brookdale Senior Living Solutions Lisle – May 21
- LLD Summer Read Kick Off (outside portion) – June 2
- Sea Lion Aquatic Park - Lisle Park District – June 13 (*see photo below*)
- Lisle French Market – June 16 (*see photo below*)

Special thanks to Teri Zarat, Anne Loeding-Foster, Angela McCurdy, Leigh Dionne, and Stephanie Kandlik, as well as to the contributing staff members of both Adult Services and Youth Services.



*LLD visits Arbor Place and connects with residents.*



*Lisle Police officer with LLD staff.*



*LLD users at the Sea Lion Aquatic Park.*



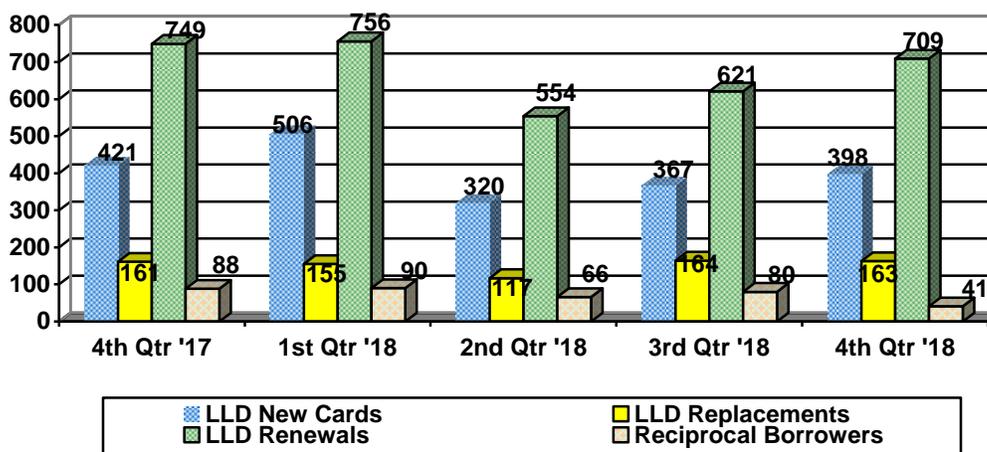
*At the Lisle French Market.*

### “Ask Me How Much You’ve Saved”

During June, Circulation Services Desk staff members wore buttons that invited patrons to ask us how much they have saved using the LLD from July 1, 2017 to June 2018. In the Polaris Integrated Library System (ILS) (i.e., the staff version of our Library Catalog), staff members can see year-to-date price totals of physical LLD materials (items not counted include downloads, streaming media and interlibrary loans). The purpose, was to share with our patrons the amount of money saved by borrowing Library materials versus buying similar items from bookstores, etc.

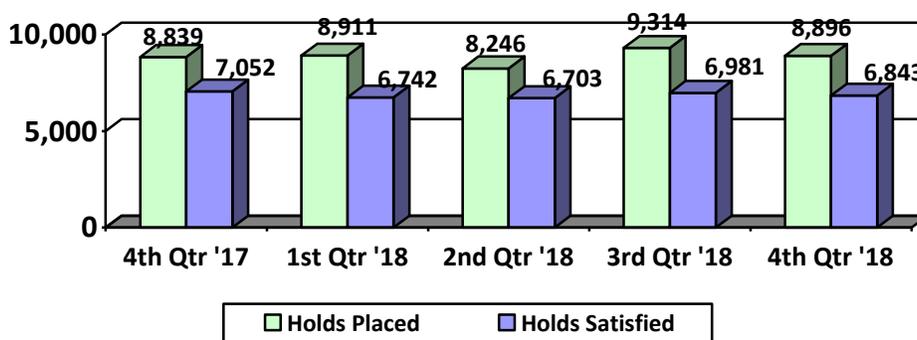
Feedback from patrons was positive. Patrons were impressed with the amount of money they have saved by using their Library. The following statements were made by our patrons: "Wow, that much?" "You're kidding!" "Are you sure about that total?" "I'm glad to know I saved so much!" "Yay, I love the Library!" "Thank you. That made my day!" "I know it is great savings. I love the Library!"

#### LLD Quarterly Registrations Activity

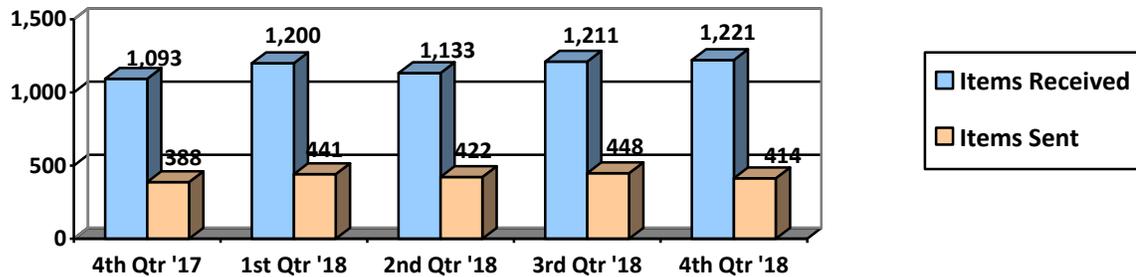


Circulation Services staff members handled 2,110 reference, 4,999 user education, and 2,253 directional/mechanical inquiries from our patrons this quarter.

#### LLD Quarterly Holds Activity



### LLD Quarterly ILL Activity



### Innovative Users Group (IUG) Annual Conference



In April, I attended the 26th Annual IUG Conference in Orlando, Florida. This conference provides library staff members from around the world the opportunity to learn about new improvements to each of our respective ILS systems, as well as meet with our peers and discuss library-world news and trends. I presented a report on my conference experience to each LLD department. I also talked about it at the monthly LLD all-staff meeting in May.

### Reaching Forward Conference

In May, Circulation Services staff member Julie Beck attended the annual Reaching Forward Conference in Rosemont. Each year, the Illinois Library Association hosts this professional development conference for all library staff.

### Wisconsin Illinois Innovative Users Group (WILIUG) Spring Conference

In early June, I attended a regional spring conference for the IUG at the Poplar Creek Public Library District in Streamwood. I attended a forum for the Polaris ILS, which is used by libraries globally. My colleagues and I discussed details about the future enhancements that will be made to Polaris.

### Online Book Talk

During the 4th Quarter, CS Paraprofessional Racheal Perek (*photo at right*) was featured in an LLD YouTube video where she spoke about one of her recent reads: Sophie Kinsella's *I've Got Your Number*.



Respectfully Submitted by,

Paul T. Hurt, MLIS/M.Ed.  
Director of Circulation Services

## Fourth Quarter in Technical Services

Technical Services for the 6<sup>th</sup> year has spear headed the Library's participation in the Lisle French Market. Cathi Agostino facilitated the Library's participation by coordinating information between the French Market, LLD circulation staff, and LLD Adult Services staff. LLD will be represented on three individual Saturdays in June, July, and August. Technical Services staff will be staffing two weekends and Adult Services will staff one weekend. Circulation staff will also be present at all three of LLD's French Market days to assist with Library card sign-up and other circulation queries. The start of Summer Read is an exciting time at LLD. Again this year, Technical Services came out to help. Andrea Cox and Brian Baxter represented Technical Services at the Summer Read Kick-off party.

Laura Murff continues her involvement with the LACONI Technical Services Section steering committee. The committee meets quarterly to discuss education opportunities and new trends in Technical Services. The committee provides 4 full day learning conferences for area libraries. The topics for the 2018/2019 year were discussed. LLD hosted the LACONI TSS steering committee in June. The program topics for the next year were finalized. The LACONI TSS program topics include ethics of cataloging, weeding and collection management, and disaster preparedness for libraries.

Laura Murff presented her first program at LLD. The program was held during the Choose Privacy Week and addressed personal privacy, specifically online. She provided background information on current and changing laws and discussed best practice solutions for protecting your privacy.

Laura, Brian, and Andrea attended the LACONI Cataloging 3D/non-traditional items workshop. The workshop was taught by Karen Snow, Associate Professor at Dominican University, and covered the cataloging guidelines for tablets, puzzles, musical instruments, and other non-book material circulated by public libraries. The interactive workshop allowed participants to expand on their cataloging and RDA knowledge to be ready to handle more advanced cataloging needs. The training was well-timed for LLD; Youth Services added new STEM kits that included a coding caterpillar and programmable car.

Laura continued to increase her knowledge about programming languages being used in libraries to manage the metadata available. The information that libraries have access to is often large, untidy, and difficult to work with in traditional spreadsheet software. Laura was able to view an Introduction to R for Libraries provided by the Association for Library Collections and Technical Services, a division of the American Library Association. Some programming languages, like Python and R, can be used for data manipulation, analysis, and visualization in libraries. This program educated the viewer on the possible uses for R, how to download and use R and R studio, and how to go deep into data exploration and manipulation.

Laura Murff

Director of Technical Services

## Materials processed this quarter

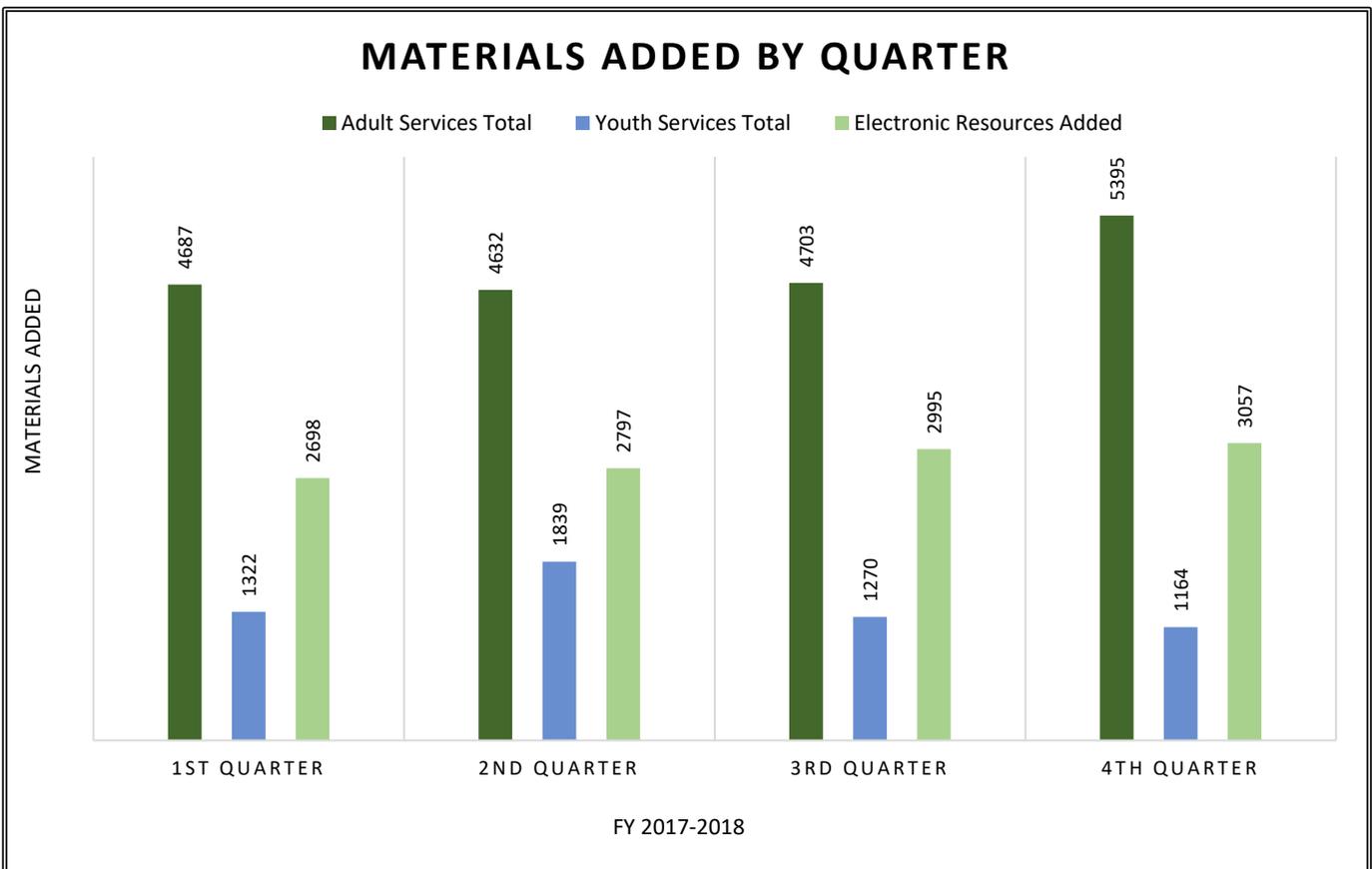
Adult Services books	2904
Adult Services audiovisual	841
Adult Services periodicals	1650
<b>Adult Services Total</b>	<b>5395</b>

Youth Services books	1033
Youth Services audiovisual	67
Youth Services periodicals	64
<b>Youth Services Total</b>	<b>1164</b>

EMediaLibrary Marc records added	353
Hoopla Marc records added	2804
<b>Electronic Resources Total</b>	<b>3057</b>

Materials Added in FY2017-2018 comparison

Collection	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Adult Services books	2423	2387	2390	2904
Adult Services audiovisual	604	606	672	841
Adult Services periodicals	1660	1639	1641	1650
<b>Adult Services Total</b>	<b>4687</b>	<b>4632</b>	<b>4703</b>	<b>5395</b>
Youth Services books	1159	1642	1132	1033
Youth Services audiovisual	95	125	75	67
Youth Services periodicals	68	72	63	64
<b>Youth Services Total</b>	<b>1322</b>	<b>1839</b>	<b>1270</b>	<b>1164</b>
EmedialLibrary Added	85	154	146	353
Hoopla Added	2613	2643	2841	2804
Other Electronic Resources	0	0	8	0
<b>Electronic Resources Added</b>	<b>2698</b>	<b>2797</b>	<b>2995</b>	<b>3057</b>



# Chicago Tribune NAPERVILLE SUN

From the community: Learning About Nature at Lisle Library District



Community Contributor Josh Hepler  
June 21, 2018

**Erin Yanz of the nonprofit animal sanctuary Erin's Farm gives young Lisle Library visitors some hands-on experience with reptiles.**



# Chicago Tribune NAPERVILLE SUN

From the community: Lisle Library District's Gallery 777  
June Reception



**Community Contributor Josh Hepler**  
June 15, 2018

**Some of the featured artists pose with their art at the Gallery 777 June reception, which showcased the People's Resource Center Summer Art Exhibition.**

# Lisle Library Events

For more information, or to register for any of these events, visit [lislelibrary.org](http://lislelibrary.org) or call 630-971-1675

## KIDS

### Summer Performers for June!

**Wednesdays, 2:00-3:00 PM**

Summer Performers are back at the Library! We have selected a great group this year. Come by each Wednesday 2:00-3:00 for an afternoon show. Nature's Creatures Animal Show (June 6), The Family Magic Show (June 13), Getting Excited About Science (June 20), and COD Theater presents Goldie's Next Big Adventure (June 27).

### Funday Monday & Terrific Tuesday

**Grades K-5. Registration required.**

**Meeting Room A/B, 4:00-5:00 PM**

Combine fantastic fun with education at the Library! This month we learn all about noise in Sound Science (June 4 & 5), create our own 3-D masterpieces with Found Art Sculptures (June 11 & 12), learn how mountains form in Earth Science (June 18 & 19), and design our own shirts in Kaleidoscope of Color (June 25 & 26).

### Thursday Kids Club

**Grades K-2. Registration Required.**

**Meeting Room A/B, 4:00-4:45 PM**

Anything can be discovered between the pages of a book! Every week we will focus on a different theme with books, crafts, science experiments, and more! June's themes are Creepy Crawlies (June 12), Savannah Safari (June 14), Going on a Bear Hunt (June 21), and Red, White, and Blue Party (June 28)!

### Pajama Storytime

**Ages 2-6. Wednesday, June 13 & 27**

**Youth Services Activity Room, 6:00-6:30 PM**

Bring your favorite stuffed animal and cuddle up for a night storytime at the library. Stories will be heard, songs will be danced to, and everyone will have a blast!



## TEENS

### Summer Reading Volunteer Training

Looking for community service hours? Want to help out the Library? Become a summer volunteer, and learn how you can help provide essential support to the 2018 Summer Reading Program! Please make sure to contact Miss Mallory for July scheduling prior to June 21! For grades 6-12.

Volunteers only need to attend one training session: June 5 (6:00 - 6:45 PM), June 16 (2:00 - 2:45 PM), or June 19 (6:00 - 6:45 PM).



### Teen DIY: Sharpie-Paint Mugs & Coasters

**Saturday, June 9, 3:00-4:00 PM | Meeting Room B**

Mugs, tiles, and paint markers will be at your disposal to make one-of-a-kind creations for yourself or as a gift!

### Practice ACT

**Tuesday, June 12, 5:30-8:45 PM | Meeting Room A**

Bolster your confidence and prepare for test day by taking a full-length practice ACT exam administered by C2Educate. Bring a pencil, calculator, and a snack for the break.

### DIY Hanging Macramé Planter

**Thursday, June 28, 3:45-5:00 PM | Meeting Room A or B**

Hey green thumbs! Want to become one with nature and turn your favorite plant in a hanging piece of art? Learn to macramé and go home with your very own hanging planter!

## ADULTS

### Medicare 101 with David Wyly

**Thursday, June 7, 7:00-8:00 PM | Meeting Room A/B**

David Wyly, of Medicare Solutions Network, will detail what Medicare covers, what it doesn't, and your options for additional coverage. He will also discuss supplements, Part D prescription, and other cost-saving strategies for the years ahead.



### Film Screening: Milk & Community Discussion

**Monday, June 11, 6:00-8:30 PM | Meeting Room B**

June is Pride Month! To commemorate this month, join Lisle Library District and College of DuPage's Pride alliance for a film screening of the movie Milk. Following the movie, join us to discuss the movie and issues that affect the LGBT community. This movie is rated R, so viewer discretion is advised.

### Lisle Library District Writer's Group

**Friday, June 15, 6:30-8:30 PM | Meeting Room A**

The Writer's Group meets on the third Friday of every month! The group shares three pages of written work, be it creative fiction or non-fiction, poetry, or other written formats, and gives helpful feedback. Writers can join anytime - the door is open to all writers of any format.

### Body Smart Gardening

**Friday, June 29, 7:00-8:00 PM | Meeting Room A/B**

Join Jan Hanson, Illinois Master Gardener, as she demonstrates methods to reduce gardening stress and strain on the body. Learn some clever tips and tricks to help you safely and efficiently complete your garden tasks.



## LITERACY

### ESL for You!

**Literacy/English Language Development (ELD) Class**

**Saturdays, 10:00 AM - Noon | June 9 & 23**

If you, or someone you know, needs help with speaking, reading, writing, or communicating in English, come to class! No registration required; classes are in session all year.

### Conversation Group

**Saturdays, 10:00 AM - Noon | June 2, 16, 30**

Improve your conversation skills at our English Conversation Group that meets on the 2nd and 4th Saturday of every month. Some speaking skills are required to learn new vocabulary words and phrases, and to engage in lively conversation.

More events can be found at [lislelibrary.org](http://lislelibrary.org)

# Chicago Tribune NAPERVILLE SUN

From the community: Theater Fun at Lisle Library District



**Community Contributor Josh Hepler**  
June 29, 2018

**College of DuPage Theater presents their original Fairy Tale Detective play "Goldie's Next Big Adventure" for young Lisle Library patrons.**

R18-03

A RESOLUTION AUTHORIZING THE PREPARATION  
AND FILING OF THE ANNUAL BUDGET AND  
APPROPRIATION ORDINANCE

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LISLE LIBRARY DISTRICT:

Section 1: That "AN ORDINANCE Adopting a combined annual budget and appropriating such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Lisle Library District, DuPage County, Illinois, for the fiscal year beginning July 1, 2018, and specifying the object and purposes for which such appropriations are made and the amount appropriated for each object or purpose" be filed in the office of the Lisle Library District for at least thirty (30) days prior to final action thereon, and that during such period of time, it shall be made conveniently available to public inspection.

Section 2: That at least one public hearing shall be held as to such Ordinance prior to final action thereon, notice of which shall be given in a newspaper published in the Lisle Library District at least thirty (30) days prior to the time of such hearing.

FURTHER, this Resolution shall be in full force and effect from and after the adoption as provided by law.

ADOPTED this 11<sup>th</sup> day of July, 2018, pursuant to a roll call vote as follows:

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

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

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

\_\_\_\_\_  
Jay Fisher, President of the LLD Board of Trustees

ATTEST:

\_\_\_\_\_  
Marjorie Bartelli, Secretary of the LLD Board of Trustees

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF DUPAGE         )

I, Marjorie Bartelli, Secretary of the Board of Trustees of the Lisle Library District, DuPage County, Illinois, do hereby certify that at a regular meeting of said Board of Trustees held on the 11<sup>th</sup> day of July, 2018, the foregoing Resolution R18-03 was duly passed by the Board of Trustees.

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Marjorie Bartelli, Secretary of the LLD Board of Trustees  
Lisle Library District  
DuPage County, Illinois

NOTICE OF PUBLIC HEARING ON  
BUDGET AND APPROPRIATION ORDINANCE  
OF THE LISLE LIBRARY DISTRICT  
DUPAGE COUNTY, ILLINOIS

PUBLIC NOTICE is hereby given that the Lisle Library District has cause to be prepared in tentative form a combined annual Budget and Appropriation Ordinance. A public hearing shall be held as to such Budget and Appropriation on the 12<sup>th</sup> day of September, 2018, at the hour of 6:30 p.m. at 777 Front Street, Lisle, Illinois.

Copies of such tentative Budget and Appropriation Ordinance will be available for public inspection at the Lisle Library District beginning August 13, 2018 during the hours of 9:30 a.m. to 9:00 p.m., Monday through Friday, Saturday, 9:30 a.m. to 5:00 p.m., and Sunday, 1:00 p.m. to 5:00 p.m. The library will be closed on Sunday and Monday, September 2<sup>nd</sup> and 3<sup>rd</sup> in observance of Labor Day.

By order of the Board of Library Trustees of the Lisle Library District, DuPage County,  
Illinois

Dated this 11<sup>th</sup> day of July, 2018

---

Jay Fisher, President of the LLD Board of Trustees  
Lisle Library District

ATTEST:

---

Marjorie Bartelli, Secretary of the LLD Board of Trustees  
Lisle Library District

# APPROVED

LISLE LIBRARY DISTRICT  
FINANCE COMMITTEE MEETING  
December 13, 2017 - 6:55 p.m.

1. Roll call

Present:

Longry Wang - Treasurer | Chair

Jay Fisher - President

Liz Sullivan - Secretary

Also Present:

Tatiana Weinstein - Director

Beth McQuillan - Assistant Director

Ginger Boskelly - Finance Director

Chris Knight - Recording Secretary

Thomas Hummel - Vice President

Marjorie Bartelli - Trustee

Richard Flint - Trustee

Emily Swistak - Trustee

2. Opportunity for visitors to speak - None

3. Approve Minutes of the October 30, 2017 Finance Committee Meeting

**MOTION:** Treasurer Wang moved to approve minutes of the October 30, 2017 Finance Committee meeting. Secretary Sullivan seconded.

Roll Call Vote - Trustee Fisher - Aye, Trustee Sullivan - Aye, Trustee Wang - Aye. The motion passed.

4. Adjourn

**MOTION:** President Fisher moved to adjourn the meeting. Secretary Sullivan seconded.

Voice Vote - All Aye

The meeting adjourned at 6:57 p.m.

Recorded by

---

Chris Knight, Recording Secretary

Approved by the Finance Committee on June, 27, 2018.

Approved by

---

Longry Wang, Committee Chair

# APPROVED

LISLE LIBRARY DISTRICT  
LLD STRATEGIC PLANNING COMMITTEE  
May 2, 2018 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President | Chair

Thomas Hummel - Vice President

Longry Wang - Treasurer

Liz Sullivan - Secretary

Marjorie Bartelli - Trustee

Richard Flint - Trustee

Emily Swistak - Trustee

Tatiana Weinstein - Director/Ex-officio

Beth McQuillan - Assistant Director/Ex-officio

Elizabeth Hopkins - Director of Adult Services

Will Savage - Director of Youth Services

Also present:

Chris Knight - Recording Secretary

2. Opportunity for visitors to speak - None

3. Approve Minutes of the March 21, 2018 LLD Strategic Planning Committee Meeting

**MOTION:** Vice President Hummel moved to approve minutes of the March 21, 2018 LLD Strategic Planning Committee Meeting. Treasurer Wang seconded.

Roll Call Vote - All Aye. The motion passed.

4. Review March 21st notes; discuss focus areas and potential objectives

Director Weinstein provided an overview of the March 21<sup>st</sup> meeting where the Committee discussed focus areas and listed areas around the facility that may need attention/improvements. Director Weinstein shared the tallied results of a survey completed by Committee members. The goal of the survey was to rank the focus areas as either a “key” area or “guiding principle” that corresponds to a key area.

Director Weinstein requested the Committee come to an agreement upon the main focus areas. Discussion followed. Secretary Sullivan requested that “Fiscal Responsibility” be added to the list of focus areas. Committee members discussed definitions of the focus areas; Diversity, Facility, Organizational Culture, Data Driven Decisions, Partnerships, Efficiencies, Technology, Advocacy/Outreach, Awareness, Sharing Services, Training, Lifelong Learning, and Fiscal Responsibility. The Committee narrowed the list down to four main focus areas; Organizational Culture, Technology, Advocacy/Outreach/Awareness, and Facility. Director Weinstein stated that the Committee would review the second half of the survey at the next scheduled meeting. The Committee discussed dates for future meetings; June 20<sup>th</sup>, July 9<sup>th</sup> and July 25<sup>th</sup>.

5. Adjourn

**MOTION:** Vice President Hummel moved to adjourn the meeting. Treasurer Wang seconded.

Voice Vote - All Aye

The meeting adjourned at 9:03 p.m.

Recorded by

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Chris Knight, Recording Secretary

Approved by the LLD Strategic Planning Committee on June 20, 2018.

Approved by

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Jay Fisher, President/Committee Chair