

PUBLIC/LEGAL NOTICE

*The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on April 15, 2026 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois.*

*Persons who cannot provide public comment in-person may send comments via email to [pubcomment@lislelibrary.org](mailto:pubcomment@lislelibrary.org) or via USPS mail addressed to: Public Comment/Administration, 777 Front Street, Lisle, IL 60532. Comments should be received at least 12 hours prior to the scheduled meeting time. Submitted comments will not be read aloud. Comments will be provided to Trustees prior to the start of the meeting and are considered a public record.*

*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

April 15, 2026 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak - general public comment period
3. Assignments for reviewing monthly accounts payable
  - a. Trustee Paley and Trustee Sullivan reviewed the March billings in April
  - b. Secretary Martin and Trustee Larson will review the April billings in May
4. Consent Agenda - Action Required
  - a. Approve Minutes of the March 25, 2026 Board Meeting
  - b. Acknowledge Treasurer's Report, 03/31/26, Investment Activity Report, 03/31/26, Current Assets Report, 03/31/26, Revenue Report, 03/31/26, and Expense Report, 03/31/26
  - c. Authorize Payment of Bills, 04/15/26
5. Unfinished Business
  - Capital Improvement Projects Report
    - a. BAS Project Update
    - b. Kingston Lot Development Update
      - i. Kingston Lot Development -- Action Required  
Approval to award and approve the proposal from Terra Engineering, LTD for the LLD Nature Trail Development Project (Kingston lot) in the amount of \$133,725.
6. Committee Reports
  - a. Finance
  - b. Personnel and Policy
  - c. Physical Plant
7. Staff Reports
  - a. Director Report
  - b. Assistant Director Report
  - c. Director of Technical Services Report
8. New Business
  - a. Draft Working Budget FY2026-27 – discussion
9. Opportunity for Trustee comments (five minutes)  
Berry, Breihan, Larson, Martin, Paley, Sullivan, Swistak
10. Adjourn

LISLE LIBRARY DISTRICT  
BOARD MEETING  
March 25, 2026 - 7:00 p.m.

1. Roll call

Present:

Emily Swistak - President  
Vanessa Berry - Vice President  
Debbie Breihan - Treasurer  
Karen Larson - Trustee  
Laura Paley - Trustee  
Liz Sullivan - Trustee

Absent:

Josh Martin – Secretary

Also present:

Tatiana Weinstein - Director  
Will Savage - Assistant Director  
Jackie Kilcran - Recording Secretary  
Marc Rogers - CCS International Inc. [left the meeting at 7:16 p.m.]

2. Opportunity for visitors to speak - general public comment period

A resident voiced opposition to selling the 725 Front Street property; citing the advantages of retaining the land.

3. Assignments for reviewing monthly accounts payable

- a. Trustee Paley and Trustee Sullivan reviewed the February billings in March
- b. Secretary Martin and Trustee Larson will review the March billings in April

4. Consent Agenda - Action Required

- a. Approve Minutes of the February 18, 2026 Board Meeting
- b. Approve Minutes of the February 18, 2026 Executive Session
- c. Acknowledge Treasurer's Report, 02/28/26, Investment Activity Report, 02/28/26, Current Assets Report, 02/28/26, Revenue Report, 02/28/26, and Expense Report, 02/28/26
- d. Authorize Payment of Bills, 03/25/26

**MOTION:** Treasurer Breihan moved to approve the Consent Agenda. Trustee Sullivan seconded.

Roll Call Vote - All Aye. The motion passed.

5. Capital Improvement Project

- a. Monthly Project Status Update - CCS Report including progress, schedule, and budget updates & discussions

i. BAS Project

Mr. Rogers stated that work on the BAS punch list continues. Assistant Director Savage stated that a representative of IBS is on site weekly. He informed Trustees that once all the work is complete, IBS will schedule a software training session.

ii. Lot Development Project

Mr. Rogers stated that after attending the Finance Committee Meeting in early March, the Committee was in favor of moving the design phase of the project forward. He stated that a reasonable timeline for the project would include a design phase in the fall, requests for proposal in the fourth quarter of 2026, and groundbreaking in spring 2027.

Director Weinstein stated that TERRA Engineering's proposal for the design phase of the project would be in the April Board Packet, and an action item would appear on the agenda.

b. LLD property; 725 Front Street - Action Item

President Swistak opened the discussion by stating that Trustees received the appraisal of the 725 Front Street lot, which remains confidential. She explained that there were 3 options regarding the lot: sell the property, not to sell at this time and discuss future development options or the viability of selling, or not to sell the property, where the appraisal would become public.

She stated that she was not in favor of selling the lot at this time, and would prefer to discuss future development or the viability of selling at a future date. During discussion, Trustees agreed with President Swistak's assessment.

**MOTION:** Trustee Sullivan moved to retain LLD property, 725 Front Street, and continue discussions on development options or the viability of selling. Trustee Paley seconded. Roll Call Vote: All Aye. The motion passed.

Mr. Rogers left the meeting at 7:16 p.m.

6. Committee Reports

- a. Finance – Treasurer Breihan reported that the Committee met on March 9<sup>th</sup>. Tami Olszewski from Ehlers Investment Agency reviewed the LLD's financial position. She assured Committee members that the Library was in a sound position to cover costs for the anticipated capital projects in accordance with the LLD's capital maintenance plan.
- b. Personnel and Policy - Trustee Berry stated that the Committee was looking to meet in April. Director Weinstein suggested April 22<sup>nd</sup> or April 30<sup>th</sup>. The Committee agreed to meet on April 22<sup>nd</sup> at 7:00 p.m.
- c. Physical Plant – President Swistak stated that there was nothing to report at this time.

7. Staff Reports

- a. Director Weinstein informed Trustees that the LLD is working on the Web Content Accessibility Guidelines (WCAG). Units of local government must meet the compliance guidelines by April, 2027. Department Directors and IT staff have had several meetings towards this goal. IT will be purchasing software to aid in ensuring PDFs are accessible.

The Finance Committee met in early March to look at financial investments and capital improvement projects over a ten-year period. The FY26 - 27 budgeting process is underway. A first draft of the budget will be presented at the April Board Meeting.

The LLD has purchased five policing textbooks. Lisle Police Department officers have been studying at the LLD. The LLD provided meeting room space for an officer examination.

Director Weinstein and Assistant Director Savage attended a meeting with Lisle Park District at the Lisle Police Department to discuss patron behavior, bans, and orders of no trespass. They reviewed staff procedures and the use of cohesive language when documenting incidents. Assistant Director Savage has begun training PIC staff in accordance with these procedures.

The LLD is promoting HB5236 on social media to show support for the Digital Library Protection Act. This legislation is to ensure libraries are charged fair and equitable prices for digital media.

The LLD is mentoring a C.O.D. library science student. Director Weinstein has been in contact with the student in the program.

- b. Assistant Director Savage stated that solenoids in the east end men's restroom toilets have been replaced. The restroom is functioning properly.

1 Source Mechanical was on site to repair the humidifiers. They also conducted quarterly maintenance on the HVAC equipment, and changed all the filters.

LaForce performed recalibration of the hand-wave doors within the LLD. Two of the automatic sensors need circuit panel replacement. LaForce has ordered the parts, and will return to complete.

During the annual elevator inspection, a problem with the phone line within the elevator was discovered. Kone replaced the circuit panel. All is functioning properly.

#### 10. New Business

- a. Announcement for Requests for Proposals (RFP) for Library cleaning services. President Swistak stated that an RFP for cleaning services would be advertised in the Daily Herald, and on the LLD website on April 1<sup>st</sup>.

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

Vice President Berry informed the Trustees that the ILA is hosting a webinar on the Digital Library Protection Act on Thursday, March 26<sup>th</sup>. She will be attending the webinar.

Treasurer Breihan, Trustee Sullivan, and Trustee Larson had no comments at this time.

Trustee Paley appreciates that the LLD is promoting the Digital Library Protections Act on social media. She suggested that the community may be unaware of the extreme costs libraries are charged to purchase digital media. She also feels it is important for the community to know libraries are trying to fight for fair costs.

President Swistak thanked the Director for the intergovernmental cooperation. She is hopeful the east end men's restroom's problems have been resolved. She is hoping for good response to the RFP for cleaning services.

12. Adjourn

**MOTION:** Trustee Sullivan moved to adjourn the meeting. Treasurer Breihan seconded. Voice Vote - All Aye. The motion passed.

The meeting adjourned at 7:29 p.m.

Recorded by

---

Jackie Kilcran, Recording Secretary

Approved by the Board of Trustees on April 15, 2026.

Approved by

---

Joshua Martin, Secretary of the LLD Board of Trustees

DRAFT

**Treasurer's Report as of March 31, 2026**

Fund Name	Cash Balance 03/31/26	Financial Assets % W/ Spec Res	Financial Assets % W/O Spec Res
<b>Corporate</b>	4,301,141.93	85.91%	92.67%
<b>IMRF</b>	111,275.30	2.22%	2.40%
<b>FICA</b>	228,879.46	4.57%	4.93%
Subtotals	<b>4,641,296.69</b>	<b>92.70%</b>	<b>100.00%</b>
<b>Special Reserve</b>	365,261.92	7.30%	0.00%
	<b>5,006,558.61</b>	<b>100.00%</b>	<b>100.00%</b>

Treasurer

Date

INVESTMENT ACTIVITY

Company	INTEREST												Total
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
IMET	12.30	12.74	11.36	12.45	10.13	11.19	10.69	9.76	10.50				101.12
Shiners-Inv Interest Pershing	25.46	2,333.37	3,776.91	1,338.13	5,755.38	3,772.66	3,571.10	4,798.31	3,586.37				28,957.69
First Third Bank	2,641.45	2,700.57	2,850.91	2,946.83	2,584.27	2,282.07	2,027.62	1,626.74	1,591.51				20,661.87
Udile Savings	221.26	228.92	229.16	222.17	229.91	222.73	233.12	238.36	208.78				2,024.41
Udile CD 2635	824.12	828.97	802.83	832.32	640.94	765.75	788.44	714.36	793.15				6,986.68
Udile CD 2669	696.48	841.28	816.62	846.63	822.21	854.41	727.87	757.30	807.52				7,380.62
IL Funds	447.13	453.43	454.18	450.87	424.38	434.76	435.22	393.25	439.11				3,913.21
US Bank-9859	806.74	833.67	833.67	806.74	833.67	676.97	701.64	701.64	634.65				6,930.58
US Bank-9370	2.81	3.19	3.52	3.74	4.20	3.66	2.98	3.21	3.13				30.40
<b>TOTALS</b>	<b>5,719.75</b>	<b>7,734.04</b>	<b>9,769.26</b>	<b>7,460.08</b>	<b>11,305.69</b>	<b>9,072.20</b>	<b>8,488.63</b>	<b>9,213.01</b>	<b>8,073.72</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>76,786.38</b>
Interest - Special Reserve Only	536.63	650.92	557.20	448.62	604.39	501.17	499.29	589.02	575.29				4,962.53
Interest - No Special Reserve Reflected	5,183.12	7,083.12	9,212.06	7,011.46	10,701.30	8,571.03	7,989.34	8,623.99	7,498.43				71,823.85
<b>Totals</b>	<b>5,719.75</b>	<b>7,734.04</b>	<b>9,769.26</b>	<b>7,460.08</b>	<b>11,305.69</b>	<b>9,072.20</b>	<b>8,488.63</b>	<b>9,213.01</b>	<b>8,073.72</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>76,786.38</b>

Company	INVESTMENTS												Total
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Investment Maturities and Sales	-	(8,025.00)	566,110.79	-	499,287.14	150,000.00	586,377.47	199,947.37	152,000.00				2,155,722.77
Investment Purchases	-	-	(499,287.14)	-	(501,377.47)	(199,947.37)	(504,000.00)	(900,000.00)	-				(2,012,636.98)
<b>TOTALS</b>	<b>-</b>	<b>(8,025.00)</b>	<b>66,823.65</b>	<b>-</b>	<b>(2,090.33)</b>	<b>(49,947.37)</b>	<b>82,377.47</b>	<b>(100,052.63)</b>	<b>152,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>143,085.79</b>



Lisle Library District  
For the Nine Months Ending March 31, 2026  
Revenues - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
<b>REVENUES</b>					
<b>TAX LEVY</b>					
10-01-4411-00 Tax Levy - Corp.	\$ 0.00	\$ 4,408,416.79	\$ 4,283,179.88	\$ 4,401,300.00	100.16
40-01-4414-00 Tax Levy - IMRF	0.00	80,774.37	50,088.50	80,800.00	99.97
45-01-4415-00 Tax Levy - FICA	0.00	177,082.27	176,019.94	177,200.00	99.93
<b>TOTAL TAX LEVY</b>	<b>0.00</b>	<b>4,666,273.43</b>	<b>4,509,288.32</b>	<b>4,659,300.00</b>	<b>100.15</b>
<b>TIF SURPLUS</b>					
10-01-4455-00 TIF-Surplus Corp	0.00	69,067.21	139,588.36	40,000.00	172.67
<b>TOTAL TIF SURPLUS</b>	<b>0.00</b>	<b>69,067.21</b>	<b>139,588.36</b>	<b>40,000.00</b>	<b>172.67</b>
<b>PERSONAL PROPERTY REPLACEMENT TAX</b>					
10-01-4461-00 Personal Property Repl. Tax -	1,243.65	17,179.51	17,891.73	22,500.00	76.35
40-01-4462-00 Personal Property Repl. Tax -	71.77	991.46	1,032.58	1,250.00	79.32
45-01-4463-00 Personal Property Repl. Tax -	11.28	155.78	162.24	150.00	103.85
<b>TOTAL PERSONAL PROPERTY REP</b>	<b>1,326.70</b>	<b>18,326.75</b>	<b>19,086.55</b>	<b>23,900.00</b>	<b>76.68</b>
<b>INTEREST INCOME</b>					
10-02-4472-00 Interest Earned - Corp	6,912.36	66,391.89	71,176.49	60,000.00	110.65
40-02-4475-00 Interest Earned - IMRF	193.39	1,825.81	2,387.61	2,500.00	73.03
45-02-4476-00 Interest Earned - FICA	392.68	3,606.15	3,989.52	3,500.00	103.03
<b>TOTAL INTEREST INCOME</b>	<b>7,498.43</b>	<b>71,823.85</b>	<b>77,553.62</b>	<b>66,000.00</b>	<b>108.82</b>
<b>UNREALIZED GAIN/LOSS ON INVESTMENTS</b>					
10-02-4526-00 Unrealized Gain/Loss on	(12.44)	8,228.87	6,079.29	1,250.00	658.31
<b>TOTAL UNREALIZED GAIN/LOSS O</b>	<b>(12.44)</b>	<b>8,228.87</b>	<b>6,079.29</b>	<b>1,250.00</b>	<b>658.31</b>
<b>DESK INCOME</b>					
10-03-4531-00 Lost Books	139.33	1,770.97	245.71	1,000.00	177.10
10-03-4536-00 Non-Resident Fees	0.00	308.93	886.02	900.00	34.33
10-03-4538-00 Book Sale	312.00	1,929.39	1,560.00	4,000.00	48.23
10-03-4540-00 Fines	0.00	(4.10)	508.79	1,000.00	(0.41)
<b>TOTAL DESK INCOME</b>	<b>451.33</b>	<b>4,005.19</b>	<b>3,200.52</b>	<b>6,900.00</b>	<b>58.05</b>
<b>UNRESTRICTED INCOME</b>					
10-03-4550-00 Gifts - Unrestricted Corp	2.85	393.56	324.91	2,000.00	19.68
10-03-4560-00 Gifts - Restricted	0.00	0.00	0.00	1,000.00	0.00
10-03-4560-30 Gifts - Restricted - YS	0.00	0.00	0.00	0.00	0.00

Lisle Library District  
 For the Nine Months Ending March 31, 2026  
 Revenues - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to</u> <u>Date</u>	<u>Prior Year to</u> <u>Date</u>	<u>Current Annual</u> <u>Budget</u>	<u>% of Budget to</u> <u>YTD</u>
10-04-4570-00	60.00	442.75	447.00	700.00	63.25
10-04-4573-00	533.19	2,218.81	1,375.36	3,000.00	73.96
10-04-4575-00	575.30	4,734.67	3,386.78	4,500.00	105.21
10-04-4583-00	0.00	44,664.48	44,967.29	46,000.00	97.10
10-04-4584-00	500.00	12,575.11	2,361.43	2,500.00	503.00
10-04-4585-00	152.25	1,935.75	1,776.25	2,500.00	77.43
10-05-4595-00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL UNRESTRICTED INCOME</b>	<b>1,823.59</b>	<b>66,965.13</b>	<b>54,639.02</b>	<b>62,200.00</b>	<b>107.66</b>
<b>TOTAL REVENUES</b>	<b>\$ 11,087.61</b>	<b>\$ 4,904,690.43</b>	<b>\$ 4,809,435.68</b>	<b>\$ 4,859,550.00</b>	<b>100.93</b>

Lisle Library District  
 For the Nine Months Ending March 31, 2026  
 Revenues - Special Reserve Only

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
REVENUES					
70-02-4481-00 Interest Earned	\$ 575.29	\$ 4,962.53	\$ 8,555.15	\$ 9,000.00	55.14
TOTAL INTEREST	575.29	4,962.53	8,555.15	9,000.00	55.14
70-04-4587-10 Restricted - Transfer from Cor	10,000.00	90,000.00	90,000.00	120,000.00	75.00
70-05-4680-00 Debt Certificate	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	10,000.00	90,000.00	90,000.00	120,000.00	75.00
TOTAL REVENUES	10,575.29	94,962.53	98,555.15	129,000.00	73.61

Lisle Library District  
 For the Nine Months Ending March 31, 2026  
 Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
<b>ALL EXPENSES</b>					
<b>EMPLOYEE COSTS</b>					
Salaries					
10-10-5603-10 Administrative - Reg. Hours	\$ 49,290.92	\$ 435,890.83	\$ 414,381.64	\$ 600,000.00	72.65
10-10-5603-20 Adult Services - Reg. Hours	46,218.31	401,901.34	387,734.92	552,080.00	72.80
10-10-5603-30 Youth Services - Reg. Hours	37,077.50	329,953.50	319,439.56	453,240.00	72.80
10-10-5603-50 Technical Services - Reg. Hour	24,130.05	209,196.85	206,883.28	287,520.00	72.76
10-10-5603-60 Circulation - Reg. Hours	39,224.23	361,330.98	341,128.85	503,160.00	71.81
Total Salaries	195,941.01	1,738,273.50	1,669,568.25	2,396,000.00	72.55
Health and Dental Ins.					
10-10-5621-10 Hosp. Ins. - Admin	5,298.19	44,022.27	42,367.47	61,235.00	71.89
10-10-5621-20 Hosp. Ins. - Adult Serv.	9,262.13	77,761.29	65,633.55	99,300.00	78.31
10-10-5621-30 Hosp. Ins. - YS	3,985.16	33,684.72	39,335.28	56,270.00	59.86
10-10-5621-50 Hosp. Ins. - Tech	3,306.56	26,931.78	35,295.33	49,650.00	54.24
10-10-5621-60 Hosp. Ins. - Circ	5,278.50	43,521.60	40,647.78	64,545.00	67.43
10-10-5622-10 Dental Ins. - Admin.	195.38	1,806.94	1,758.46	2,300.00	78.56
10-10-5622-20 Dental Ins. - Adult Serv	347.64	3,782.66	3,624.95	4,950.00	76.42
10-10-5622-30 Dental Ins. - YS	163.72	1,837.24	2,141.05	2,500.00	73.49
10-10-5622-50 Dental Ins. - Tech	351.10	3,524.62	2,071.66	3,150.00	111.89
10-10-5622-60 Dental Ins. - Circ	219.37	2,152.12	1,473.33	2,100.00	102.48
Total Health and Dental Ins.	28,407.75	239,025.24	234,348.86	346,000.00	69.08
Other Staff Benefits					
10-10-5646-00 Unemployment Compensation	0.00	315.21	250.90	4,000.00	7.88
10-10-5646-10 Tuition Reimbursement - Staff	0.00	0.00	0.00	0.00	0.00
Total Other Staff Benefits	0.00	315.21	250.90	4,000.00	7.88
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	3,722.04	32,938.51	31,391.86	45,825.00	71.88
45-10-5625-20 FICA Expense - Adult Serv.	3,394.48	29,710.74	28,584.81	42,159.00	70.47
45-10-5625-30 FICA Expense - Youth Services	2,799.26	24,963.71	24,037.86	34,827.00	71.68
45-10-5625-50 FICA Expense - Tech Servs.	1,814.02	15,751.64	15,529.17	21,996.00	71.61
45-10-5625-60 FICA Expense - Circulation	2,892.20	26,637.30	25,259.88	38,493.00	69.20
Total FICA Expenses	14,622.00	130,001.90	124,803.58	183,300.00	70.92
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	2,234.54	18,671.23	13,484.58	28,225.00	66.15
40-10-5628-20 IMRF Expense - Adult Servs	2,213.86	18,285.79	13,271.63	25,967.00	70.42
40-10-5628-30 IMRF Expense - Youth Services	1,639.13	13,597.11	10,024.42	21,451.00	63.39
40-10-5628-50 IMRF Expense - Tech Servs.	1,155.81	9,485.58	7,094.96	13,548.00	70.01

Lisle Library District  
For the Nine Months Ending March 31, 2026  
Expenses - No Special Reserve reflected

	Current Month	Current Year to Date	Prior Year to Date	Current Annual Budget	% of Budget to YTD
40-10-5628-60	1,411.40	11,977.70	8,726.87	23,709.00	50.52
IMRF Expense - Circulation					
Total IMRF Expenses	8,654.74	72,017.41	52,602.46	112,900.00	63.79
Total EMPLOYEE COSTS	247,625.50	2,179,633.26	2,081,574.05	3,042,200.00	71.65
<b>BUILDING COSTS</b>					
<b>Utilities</b>					
10-20-5650-00	450.00	3,375.00	3,600.00	5,490.00	61.48
10-20-5651-00	0.00	1,810.00	2,260.00	1,810.00	100.00
10-20-5652-00	1,757.35	14,887.26	15,451.20	21,000.00	70.89
10-20-5653-00	506.52	8,099.40	5,790.89	10,000.00	80.99
10-20-5654-00	502.48	2,501.56	1,233.09	3,500.00	71.47
10-20-5655-00	3,452.16	33,082.65	25,236.03	40,000.00	82.71
Total Utilities	6,668.51	63,755.87	53,571.21	81,800.00	77.94
<b>Maintenance and Repairs</b>					
10-20-5660-00	2,732.62	9,632.62	0.00	12,500.00	77.06
10-20-5661-00	3,572.24	42,555.52	35,508.41	60,000.00	70.93
10-20-5662-00	9,960.00	30,570.00	30,570.00	40,000.00	76.43
10-20-5663-00	737.22	8,326.05	7,538.29	10,000.00	83.26
10-20-5664-00	1,029.00	67,437.12	58,228.52	65,000.00	103.75
10-20-5665-00	267.12	2,771.94	2,714.12	4,000.00	69.30
Total Maintenance and Repairs	18,298.20	161,293.25	134,559.34	191,500.00	84.23
TOTAL BUILDING COSTS	24,966.71	225,049.12	188,130.55	273,300.00	82.35
<b>OPERATING EXPENSES</b>					
<b>Postage and Printing</b>					
10-25-5710-00	411.48	4,650.45	3,572.58	4,500.00	103.34
10-25-5710-10	3,784.00	20,812.00	18,000.54	23,000.00	90.49
10-25-5711-00	1,831.19	11,614.32	9,879.02	10,500.00	110.61
10-25-5712-00	0.00	498.33	581.70	1,000.00	49.83
Total Postage and Printing	6,026.67	37,575.10	32,033.84	39,000.00	96.35
<b>Supplies</b>					
10-25-5713-00	706.32	6,897.87	5,551.62	7,500.00	91.97
10-25-5714-00	653.75	4,059.60	8,704.37	10,500.00	38.66
10-25-5715-00	561.25	1,350.60	1,214.73	1,500.00	90.04
10-25-5716-00	629.02	3,144.54	3,059.26	4,500.00	69.88
10-25-5717-00	8,285.42	34,682.02	28,969.94	47,250.00	73.40
10-25-5718-00	0.00	1,074.45	1,496.55	3,750.00	28.65

Lisle Library District  
 For the Nine Months Ending March 31, 2026  
 Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
Total Supplies	10,835.76	51,209.08	48,996.47	75,000.00	68.28
Other Operating Costs					
10-25-5719-00 Publishing	0.00	846.98	765.90	900.00	94.11
10-25-5722-15 Safety Deposit Box Rental	0.00	164.58	162.50	200.00	82.29
10-25-5723-00 Check Printing	0.00	0.00	0.00	100.00	0.00
10-25-5723-15 Bank Charges	414.97	4,278.16	5,213.88	6,800.00	62.91
10-25-5724-15 Local Travel	6.96	14.10	50.29	400.00	3.53
Total Other Operating Costs	421.93	5,303.82	6,192.57	8,400.00	63.14
TOTAL OPERATING EXPENSES	17,284.36	94,088.00	87,222.88	122,400.00	76.87
INSURANCE					
10-30-5750-00 Fidelity Bonds	500.00	1,000.00	986.00	1,200.00	83.33
10-30-5751-00 Property Damage (All-Peril)	108.00	73,388.15	71,214.90	57,000.00	128.75
10-30-5752-00 Notary Bond	178.71	178.71	0.00	200.00	89.36
10-30-5754-00 Workers Comp Insurance	0.00	7,308.50	7,175.00	7,200.00	101.51
TOTAL INSURANCE	786.71	81,875.36	79,375.90	65,600.00	124.81
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	1,748.50	6,428.50	3,285.00	8,000.00	80.36
10-35-5761-00 Collection Agency	25.30	366.85	417.45	700.00	52.41
10-35-5762-00 Other Contr Services - Admin	0.00	470.00	1,672.67	2,500.00	18.80
10-35-5763-00 Other Contr Svcs-Tech Asst	27,138.15	115,685.23	105,434.62	121,500.00	95.21
10-35-5764-10 Other Contr Svcs - Library Wi	3,584.04	24,681.41	26,673.15	36,000.00	68.56
10-35-5765-10 Investment Agency Consultants	236.51	2,272.93	1,220.87	2,600.00	87.42
10-35-5769-00 Accounting Software	4,010.01	7,071.78	2,686.92	4,200.00	168.38
10-35-5770-00 Contractual - Audit Fee	0.00	10,000.00	9,725.00	10,000.00	100.00
10-35-5771-00 Payroll Service	905.07	9,594.21	9,281.62	13,500.00	71.07
TOTAL CONTRACTUAL SERVICES	37,647.58	176,570.91	160,397.30	199,000.00	88.73
PERSONNEL DEVELOPMENT					
10-40-5783-00 Dues - Staff	64.03	2,959.03	3,129.50	4,000.00	73.98
10-40-5784-00 Meetings - Staff	31.32	619.34	707.28	1,000.00	61.93
10-40-5785-00 Conferences - Staff	978.52	5,220.85	5,860.31	7,000.00	74.58
10-40-5786-00 Memorial/Tribute/Recognition	78.20	3,024.65	2,053.36	4,750.00	63.68
10-40-5787-00 Staff Development	0.00	2,129.92	1,769.03	2,500.00	85.20
10-40-5788-00 Training (Cont Ed) - Staff	80.00	80.00	376.11	2,500.00	3.20
10-45-5786-70 Dues - Trustee	0.00	0.00	0.00	525.00	0.00
10-45-5787-70 Conferences - Trustees	0.00	0.00	0.00	600.00	0.00
10-45-5788-70 Meetings - Trustees	0.00	100.00	110.00	275.00	36.36

Lisle Library District  
 For the Nine Months Ending March 31, 2026  
 Expenses - No Special Reserve reflected

	Current Month	Current Year to Date	Prior Year to Date	Current Annual Budget	% of Budget to YTD
10-45-5789-70 Training-Trustees	0.00	0.00	0.00	600.00	0.00
<b>TOTAL PERSONNEL DEVELOPMEN</b>	<b>1,232.07</b>	<b>14,133.79</b>	<b>14,005.59</b>	<b>23,750.00</b>	<b>59.51</b>
<b>EQUIPMENT COSTS</b>					
<b>Major Equipment</b>					
10-48-5801-10 Polaris Maint (Corp)	20,028.64	87,871.66	65,158.94	80,000.00	109.84
10-48-5803-10 Technology Facility	15,160.33	69,963.92	47,924.66	70,000.00	99.95
10-48-5804-10 Facility	4,837.36	9,240.46	1,019.83	10,000.00	92.40
<b>Total Major Equipment</b>	<b>40,026.33</b>	<b>167,076.04</b>	<b>114,103.43</b>	<b>160,000.00</b>	<b>104.42</b>
<b>Minor Equipment</b>					
10-48-5823-10 Minor Equip - Administration	0.00	33.96	229.95	700.00	4.85
10-48-5823-20 Minor Equip - Adult Services	84.74	471.18	90.67	700.00	67.31
10-48-5823-30 Minor Equipment - Youth	0.00	572.98	0.00	700.00	81.85
10-48-5823-50 Minor Equip - Tech Services	0.00	261.69	288.87	700.00	37.38
10-48-5823-60 Minor Equip - Circ	9.99	168.24	(85.82)	700.00	24.03
<b>Total Minor Equipment</b>	<b>94.73</b>	<b>1,508.05</b>	<b>523.67</b>	<b>3,500.00</b>	<b>43.09</b>
<b>Equip Maint/Repairs and Rentals</b>					
10-48-5843-00 Rental-Postage Meter	0.00	230.64	361.14	1,000.00	23.06
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	1,171.82	10,845.51	13,553.36	18,000.00	60.25
10-48-5846-00 Equip Maint/Repr-NonContr	0.00	125.00	0.00	1,000.00	12.50
<b>Total Equip Maint/Repairs and Rentals</b>	<b>1,171.82</b>	<b>11,201.15</b>	<b>13,914.50</b>	<b>20,000.00</b>	<b>56.01</b>
<b>TOTAL EQUIPMENT COSTS</b>	<b>41,292.88</b>	<b>179,785.24</b>	<b>128,541.60</b>	<b>183,500.00</b>	<b>97.98</b>
<b>LIBRARY MEDIA</b>					
<b>Books</b>					
10-50-5863-20 Literacy/ESL	124.79	1,843.97	5,086.59	8,000.00	23.05
10-50-5863-30 Books - Youth Serv	2,761.57	36,872.54	36,560.10	56,500.00	65.26
10-50-5864-10 Books - Non Fiction	4,382.98	51,606.09	55,190.84	90,000.00	57.34
10-50-5865-10 Books - Adult/Teen Fiction	7,959.54	55,330.07	42,059.29	80,500.00	68.73
10-50-5867-20 Ref Books - Adult Serv	979.28	3,188.74	3,474.72	15,000.00	21.26
<b>Total Books</b>	<b>16,208.16</b>	<b>148,841.41</b>	<b>142,371.54</b>	<b>250,000.00</b>	<b>59.54</b>
<b>Databases</b>					
10-50-5869-20 Internet Licensed DBases	6,800.00	93,059.48	98,294.96	104,000.00	89.48
10-50-5872-10 DBases - Professional	0.00	6,763.75	6,045.29	11,000.00	61.49
10-50-5873-30 DBases - Youth Serv	0.00	11,708.89	9,564.40	10,000.00	117.09

Lisle Library District  
For the Nine Months Ending March 31, 2026  
Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
Total Databases	6,800.00	111,532.12	113,904.65	125,000.00	89.23
<b>Audio-Visual Materials</b>					
10-50-5890-30 A-V Mats - Youth Serv	69.72	3,317.40	9,386.56	12,000.00	27.65
10-50-5895-40 A-V Mats - Adult Serv	3,206.39	43,318.94	37,791.32	63,000.00	68.76
10-50-5899-20 Digital Content	13,204.64	114,636.98	95,293.25	130,000.00	88.18
<b>Total Audio-Visual Materials</b>	<b>16,480.75</b>	<b>161,273.32</b>	<b>142,471.13</b>	<b>205,000.00</b>	<b>78.67</b>
<b>Periodicals/Doc Delivery</b>					
10-50-5871-20 Document Delivery	35.52	25,727.46	25,175.69	27,000.00	95.29
10-50-5900-20 Periodicals - Adult Serv	164.45	21,525.61	19,947.86	22,000.00	97.84
10-50-5900-30 Periodicals - Youth	26.91	211.81	258.94	500.00	42.36
10-50-5900-80 Periodicals - Prof. Collection	0.00	2,401.59	2,397.99	2,500.00	96.06
<b>Total Periodicals/Doc Delivery</b>	<b>226.88</b>	<b>49,866.47</b>	<b>47,780.48</b>	<b>52,000.00</b>	<b>95.90</b>
<b>TOTAL LIBRARY MEDIA</b>	<b>39,715.79</b>	<b>471,513.32</b>	<b>446,527.80</b>	<b>632,000.00</b>	<b>74.61</b>
<b>PROGRAMS AND READER'S SERVICES</b>					
<b>Programs</b>					
10-60-5931-10 Programs - Adult Services	1,565.95	10,923.87	13,500.41	16,000.00	68.27
10-60-5931-30 Programs - Youth	893.84	5,309.19	6,246.26	16,000.00	33.18
10-60-5931-40 Online Marketing	330.10	1,127.21	806.24	1,700.00	66.31
10-60-5931-50 Community Relations	774.00	4,244.55	2,079.57	5,500.00	77.17
<b>Total Programs</b>	<b>3,563.89</b>	<b>21,604.82</b>	<b>22,632.48</b>	<b>39,200.00</b>	<b>55.11</b>
<b>Readers Services</b>					
10-60-5940-10 Reader Services - Adult Serv.	1,617.00	4,000.91	3,000.00	4,000.00	100.02
10-60-5940-30 Reader Services - Youth Serv.	18.99	5,223.95	3,161.19	6,800.00	76.82
<b>Total Readers Services</b>	<b>1,635.99</b>	<b>9,224.86</b>	<b>6,161.19</b>	<b>10,800.00</b>	<b>85.42</b>
<b>TOTAL PROGRAMS AND READERS</b>	<b>5,199.88</b>	<b>30,829.68</b>	<b>28,793.67</b>	<b>50,000.00</b>	<b>61.66</b>
<b>RESTRICTED USAGE EXPENSES - CORPORATE</b>					
10-80-5980-80 Restricted - Gifts	206.00	206.00	155.89	2,000.00	10.30
10-80-5981-80 Restricted - Per Capita Grant	20,858.08	29,221.48	8,970.97	46,000.00	63.52
10-80-5982-80 Interest Expense	0.00	24,200.00	25,000.00	25,000.00	96.80
10-80-5983-80 Debt Principal Payment	0.00	40,000.00	40,000.00	40,000.00	100.00
<b>TOTAL RESTRICTED USAGE EXPEN</b>	<b>21,064.08</b>	<b>93,627.48</b>	<b>74,126.86</b>	<b>113,000.00</b>	<b>82.86</b>
<b>RESTRICTED USAGE EXPENSES - IMRF</b>					

Lisle Library District  
 For the Nine Months Ending March 31, 2026  
 Expenses - No Special Reserve reflected

	Current Month	Current Year to Date	Prior Year to Date	Current Annual Budget	% of Budget to YTD
40-80-5986-80 IMRF Funding	0.00	0.00	0.00	25,000.00	0.00
TOTAL RESTRICTED USAGE EXPEN	0.00	0.00	0.00	25,000.00	0.00
CONTINGENCY					
10-90-5999-00 Contingency	0.00	0.00	0.00	25,000.00	0.00
TOTAL CONTINGENCY	0.00	0.00	0.00	25,000.00	0.00
TOTAL EXPENSES - EXC OP TRANS	436,815.56	3,547,106.16	3,288,696.20	4,754,750.00	74.60
OPERATING TRANSFERS OUT					
10-80-5984-80 Transfer to Special Reserve	10,000.00	90,000.00	90,000.00	120,000.00	75.00
TOTAL OPERATING TRANSFERS O	10,000.00	90,000.00	90,000.00	120,000.00	75.00
TOTAL ALL EXPENSES	446,815.56	3,637,106.16	3,378,696.20	4,874,750.00	74.61

Lisle Library District  
 For the Nine Months Ending March 31, 2026  
 Expenses - Special Reserve Only

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
<b>SPECIAL RESERVE EXPENSES</b>					
<b>MAINTENANCE AND EQUIPMENT EXPENSES</b>					
70-20-5666-00 Facility and Campus	\$ 0.00	\$ 0.00	\$ 13,977.00	\$ 15,000.00	0.00
70-65-5667-00 Security Systems	0.00	0.00	0.00	5,000.00	0.00
70-65-5671-00 Furniture & Equipment	0.00	(6,529.00)	0.00	25,000.00	(26.12)
70-65-5674-00 Consulting	1,480.00	17,000.00	14,807.50	30,000.00	56.67
<b>TOTAL MAINTENANCE AND EQUIP</b>	<b>1,480.00</b>	<b>10,471.00</b>	<b>28,784.50</b>	<b>75,000.00</b>	<b>13.96</b>
<b>RENOVATION COSTS</b>					
70-65-5675-00 Renovation Project	0.00	0.00	0.00	0.00	0.00
70-65-5680-00 HVAC Replacement Project	0.00	68,671.10	29,358.00	0.00	0.00
70-65-5685-00 Lot Development Project	0.00	13,098.70	13,030.00	1,000,000.00	1.31
70-65-5690-00 Generator	0.00	0.00	0.00	50,000.00	0.00
70-65-5761-00 Furniture & Equipment	0.00	0.00	0.00	0.00	0.00
70-65-5861-00 Interior Renovation	0.00	0.00	0.00	0.00	0.00
<b>TOTAL RENOVATION COSTS</b>	<b>0.00</b>	<b>81,769.80</b>	<b>42,388.00</b>	<b>1,050,000.00</b>	<b>7.79</b>
<b>TOTAL SPECIAL RESERVE EXPENS</b>	<b>1,480.00</b>	<b>92,240.80</b>	<b>71,172.50</b>	<b>1,125,000.00</b>	<b>8.20</b>

**Lisle Library District  
Accounts Payable - April 15, 2026**

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
1 Source Mechanical	8123	Humidifier Repairs 1 Source Mechanical, Inc.	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contr- Accounts Payable	3,393.12	3,393.12
Allegra	12287	Registration Cards Allegra	10-25-5714-00 10-00-2610-00	Circ. Material Supplies Accounts Payable	195.00	195.00
Amazon	3/30/26	Books, Equipment, Supplies	10-50-5864-10 10-50-5865-10 10-50-5895-40 10-60-5931-10 10-48-5823-20 10-50-5863-30 10-50-5890-30 10-60-5931-30 10-25-5716-00 10-25-5713-00 10-80-5981-80 10-25-5714-00 10-48-5823-60 10-48-5803-10 10-00-2610-00	Books - Non Fiction Books - Adult/Teen Ficti A-V Mats - Adult Serv Programs - Adult Service Minor Equip - Adult Servi Books - Youth Serv A-V Mats - Youth Serv Programs - Youth Kitchen Supplies Office Supplies Restricted - Per Capita Circ. Material Supplies Minor Equip - Circ Technology Accounts Payable	86.37 32.19 28.25 377.19 12.59 171.64 92.38 1,494.13 89.25 81.46 389.34 71.41 149.97 417.96	
Anderson's Books	209153	It's Not Her by Mary Kubica for NLW Author Event Anderson's Books, Inc.	10-50-5865-10 10-00-2610-00	Books - Adult/Teen Ficti Accounts Payable	900.00	900.00
CDW G	AI6Q44B	VersaLink Toner and Waste Cartridges CDW Government	10-25-5718-00 10-00-2610-00	Computer Supplies Accounts Payable	1,212.43	1,212.43
Chicago Tribune	031626	Subscription - 13 Weeks Chicago Tribune	10-50-5900-20 10-00-2610-00	Periodicals - Adult Serv Accounts Payable	981.99	981.99
ComEd	033026	Usage ComEd	10-20-5655-00 10-00-2610-00	Utilities - Electric Accounts Payable	2,277.45	2,277.45
Compact Disc Sourc	83577	Processing Compact Disc Source	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	109.56	109.56
Compact Disc Sourc	83578	Music CDs Compact Disc Source	10-50-5895-40 10-00-2610-00	A-V Mats - Adult Serv Accounts Payable	412.04	412.04
Compact Disc Sourc	83594	Processing Compact Disc Source	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	110.39	110.39
Compact Disc Sourc	83595	Music CDs Compact Disc Source	10-50-5895-40 10-00-2610-00	A-V Mats - Adult Serv Accounts Payable	289.28	289.28
Culligan of Wheaton	033126	Water Culligan of Wheaton	10-25-5716-00 10-00-2610-00	Kitchen Supplies Accounts Payable	45.96	45.96

**Lisle Library District**  
**Accounts Payable - April 15, 2026**

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Demco	7779015	Book Covers Demco	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	154.98	154.98
Demco	7780811	Supplies Demco	10-60-5940-30 10-00-2610-00	Reader Services - Youth Accounts Payable	124.96	124.96
Demco	7784754	Book Covers & Labels Demco	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	241.40	241.40
Eco Clean	14819	Janitorial Services Eco Clean Maintenance	10-20-5661-00 10-00-2610-00	Maint Contracts - Maint. Accounts Payable	3,152.00	3,152.00
Frankfort Public	31203003922559	Replacement Cost for Lost ILL Item Frankfort Public Library	10-50-5871-20 10-00-2610-00	Document Delivery Accounts Payable	25.00	25.00
Garvey's	892444-1	Laminate Roll Garvey's Office Products	10-25-5713-00 10-00-2610-00	Office Supplies Accounts Payable	62.29	62.29
Groot	16162589T098	Rubbish Groot, Inc.	10-20-5665-00 10-00-2610-00	Rubbish Removal Accounts Payable	288.08	288.08
Home Depot	1916 29 43033	Plants for Pots on Campus Home Depot Credit Services	10-60-5931-50 10-00-2610-00	Community Relations Accounts Payable	49.76	49.76
Home Depot	WH27348014	Drain Cleaner, Tools Home Depot Credit Services	10-48-5804-10 10-00-2610-00	Facility Accounts Payable	65.46	65.46
Ingram	040126	Books & Processing Ingram Library Services	10-50-5865-10 10-50-5864-10 10-50-5863-30 10-25-5717-00 10-00-2610-00	Books - Adult/Teen Ficti Books - Non Fiction Books - Youth Serv Processing Supplies Accounts Payable	1,683.83 1,928.47 828.63 668.46	5,109.39
Ingram Express	040126	Books & Processing Credit Ingram Library Services, Inc.	10-50-5865-10 10-50-5864-10 10-50-5863-30 10-50-5863-20 10-25-5717-00 10-00-2610-00	Books - Adult/Teen Ficti Books - Non Fiction Books - Youth Serv Literacy/ESL Processing Supplies Accounts Payable	2,278.81 2,183.07 641.88 36.29	8.00 5,132.05
Kone	871988458	Elevator Maintenance Contract Kone	10-20-5661-00 10-00-2610-00	Maint Contracts - Maint. Accounts Payable	4,805.76	4,805.76
Konica Minolta Busin	507483847	#C458 Usage Konica Minolta Business Solutions	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contr Accounts Payable	294.36	294.36
Konica Minolta Busin	9010838806	#C301 Usage Konica Minolta Business	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contr Accounts Payable	160.00	160.00

**Lisle Library District  
Accounts Payable - April 15, 2026**

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Konica Minolta Busin	9010839076	Solutions #C251 Usage Konica Minolta Business Solutions	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contr- Accounts Payable	69.00	69.00
Konica Minolta Busin	9010842813	#C227 Usage Konica Minolta Business Solutions	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contr- Accounts Payable	81.69	81.69
Libraria	227160	Books Libraria	10-50-5863-30 10-00-2610-00	Books - Youth Serv Accounts Payable	294.84	294.84
Libraria	277161	Books Libraria	10-50-5863-30 10-00-2610-00	Books - Youth Serv Accounts Payable	357.18	357.18
Libraria	277162	Books Libraria	10-50-5863-30 10-00-2610-00	Books - Youth Serv Accounts Payable	227.88	227.88
Libraria	277966	Books Libraria	10-50-5863-30 10-00-2610-00	Books - Youth Serv Accounts Payable	35.15	35.15
Library Ideas	125417	Books Library Ideas LLC	10-50-5863-30 10-00-2610-00	Books - Youth Serv Accounts Payable	1,691.43	1,691.43
LIMIRICC PHIP Healt	040726	April Premium	10-10-5621-10 10-10-5621-20 10-10-5621-30 10-10-5621-50 10-10-5621-60 10-00-2610-00	Hosp. Ins. - Admin Hosp. Ins. - Adult Serv. Hosp. Ins. - YS Hosp. Ins. - Tech Hosp. Ins. - Circ Accounts Payable	6,099.97 11,064.47 4,487.73 3,966.91 8,627.32	34,246.40
Lisle Community	2024-34	LHS Rental Lisle Community School District 202	10-60-5931-10 10-00-2610-00	Programs - Adult Service Accounts Payable	388.00	388.00
Midwest Tape 2516	040126	CD Books Midwest Tape (2516)	10-50-5895-40 10-00-2610-00	A-V Matis - Adult Serv Accounts Payable	714.70	714.70
Midwest Tape 7288	040126	DVDs, Blu-rays & Processing Midwest Tape (7288)	10-50-5895-40 10-25-5717-00 10-00-2610-00	A-V Matis - Adult Serv Processing Supplies Accounts Payable	1,780.52 403.54	2,184.06
Midwest Tape 7289	040126	DVDs, Blu-rays & CD Books Midwest Tape (7289)	10-50-5895-40 10-00-2610-00	A-V Matis - Adult Serv Accounts Payable	9.99	9.99
Midwest Tape 7291	040126	DVDs, Blu-rays & CD Books Midwest Tape (7291)	10-50-5890-30 10-00-2610-00	A-V Matis - Youth Serv Accounts Payable	41.98	41.98
Peregrine	63049	Legal Services Peregrine, Stime, Newman,	10-35-5760-00 10-00-2610-00	Legal Services Accounts Payable	1,350.00	1,350.00

**Lisle Library District  
Accounts Payable - April 15, 2026**

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Thomas Klise	22786	Ritzman Video Games Thomas Klise / Crimson Multimedia	10-50-5895-40 10-00-2610-00	A-V Matls - Adult Serv Accounts Payable	457.13	457.13
Thomas Klise	27784	Video Games Thomas Klise / Crimson Multimedia	10-50-5890-30 10-00-2610-00	A-V Matls - Youth Serv Accounts Payable	30.00	30.00
Thomas Klise	27785	Video Games Thomas Klise / Crimson Multimedia	10-50-5890-30 10-00-2610-00	A-V Matls - Youth Serv Accounts Payable	70.00	70.00
Thomas Klise	27787	Video Games Thomas Klise / Crimson Multimedia	10-50-5895-40 10-00-2610-00	A-V Matls - Adult Serv Accounts Payable	210.00	210.00
Thomas Klise	27788	Video Games Thomas Klise / Crimson Multimedia	10-50-5890-30 10-00-2610-00	A-V Matls - Youth Serv Accounts Payable	239.08	239.08
U of I Extension	041526	Program: Easy Care Natives University of Illinois Extension	10-60-5931-10 10-00-2610-00	Programs - Adult Service Accounts Payable	150.00	150.00
Unique	6157471	March Placements Unique	10-35-5761-00 10-00-2610-00	Collection Agency Accounts Payable	25.30	25.30
					<b>75,968.65</b>	<b>75,968.65</b>

**PRIOR MONTHS BILLS PAID BETWEEN MARCH 2026 AND APRIL 2026**

**BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.**

<b>Check #</b>	<b>Vendor</b>	<b>Amount</b>
HSA	Salaries 3/13/2026	70751.64
HSA	IL Dept. of Revenue	4482.49
Auto W/D	Howard Simon & Associates	868.22
HSA	EFTPS/Electronic Tax Payment 3/13/2026	22723.92
	State Tax Withheld	
	PR Serv. - 3/13/2026	
	Fed Tax \$8057.82	
	FICA W/H \$7333.07	
	FICA Lib \$7333.03	
HSA	Salaries 3/31/2026	70159.78
HSA	IL Dept. of Revenue	4491.41
Auto W/D	Howard Simon & Associates	36.85
HSA	EFTPS/Electronic Tax Payment 3/31/2026	22893.94
	State Tax Withheld	
	PR Serv. - 3/31/2026	
	Fed Tax \$8115.97	
	FICA W/H \$7289.00	
	FICA Lib \$7288.97	
Wired	IMRF	18676.92
	IMRF W/H \$10022.23	
	IMRF Lib \$8654.69	
	<b>Sub Total</b>	<b>\$ 214,885.17</b>
<b>Check #</b>	<b>Vendor</b>	<b>Amount</b>
9793	Bear Landscape	4,980.00
9794	Culligan of Wheaton	64.90
9795	Dell Marketing LLP	20,028.64
9796	Delta Dental Insurance Company	49.18
9797	Demco	1,128.40
9798	Dow Jones & Company Inc.	1,200.00
9799	Hagg Press	5,615.19
9800	Heritage Technology Solutions	17,285.28
9801	InfoUSA Marketing, Inc.	5,600.00
9802	Journey/Ed. Com, Inc.	14,923.20
9803	Konica Minolta Premier Finance	412.66
9804	LaForce	980.00
9805	Naperville Public Library	82.91
9806	NICOR	506.52

9807	NIR Roof Care, Inc.	Annual Roof Maintenance	1,600.00
9808	OverDrive, Inc.	Advantage	1,583.99
9809	Sikich LLP	Accounting Services	2,126.50
9810	Staples Advantage	Kitchen, Office & Copier Supplies	627.64
9811	Verizon	Usage	1,757.35
9812	Village of Lisle	Usage	151.26
9813	Village of Lisle	Monthly Internet Services	450.00
9814	Visual Image Photography	Presidents Plaque	584.05
9815	FNBO Billing Account	Accounting Software, Programs, Summer Read	12,342.32
		<b>Sub Total</b>	<b>\$ 94,079.99</b>
		<b>TOTAL</b>	<b>\$ 308,965.16</b>

Monthly Circulation Report - March 2026

	Checkouts	Renewals	Mar-26 TOTALS	YTD FY 24/25	YTD FY 25/26	YTD % Change
Adult Non-Print	1,980	2,209	4,189	42,341	38,925	-8.07%
Adult Print	4,359	4,016	8,375	76,476	75,646	-1.09%
Adult Total	6,339	6,225	12,564	118,817	114,571	-3.57%
YS Non-Print	714	859	1,573	14,125	13,283	-5.96%
YS Print	8,241	7,348	15,589	132,026	137,106	3.85%
Total YS	8,955	8,207	17,162	146,151	150,389	2.90%
Digital Media						
Overdrive	5,721		5,721	50,997	50,342	-1.28%
hoopla	3,470		3,470	26,117	33,582	28.58%
Overdrive Magazines	1,163		1,163	5,857	8,718	48.85%
PressReader	773		773	3,063	4,459	45.58%
Kanopy	530		530	3,314	3,847	16.08%
Total Digital	11,657	0	11,657	89,348	100,948	12.98%
Subtotal Print + Non-Print/Digital	26,951	14,432	41,383	354,316	365,908	3.27%
Computer/Tech Sessions Logins	1,629		1,629	12,169	13,034	7.11%
Database Usage/Unique Logins	8,019		8,019	58,348	59,660	2.25%
Wireless Use	1,437		1,437	11,932	12,207	2.30%
ScannX sessions/jobs	396		396	2,774	3,375	21.67%
Museum Adventure Passes	35		35	302	307	1.66%
Total IT/Resource Sessions	11,516	0	11,516	85,525	88,583	3.58%
Total Circulation	38,467	14,432	52,899	439,841	454,491	3.33%
<b>Borrower Information</b>	<b>Mar 2026 Total</b>	<b>YTD 24/25</b>	<b>YTD 25/26</b>	<b>YTD % Change</b>		
New Library Cards Added	131	1,287	1,246	-3.19%		
Monthly Borrowers	2,700	25,594	24,611	-3.84%		
Total # Registered Borrowers	12,524	11,269	12,524	11.14%		
<b>InterLibrary Loans</b>						
Materials Sent	64	413	454	9.93%		
Materials Received	275	2,747	2,196	-20.06%		
<b>Polaris/Catalog Holds</b>						
Holds Placed	3,180	26,985	25,438	-5.73%		
Holds Checked Out	2,536	21,908	21,154	-3.44%		
<b>Pick-Up Window Service Stats</b>						
# of Patrons/Users	16	189	183	-3.17%		
# of Items Picked Up/Checked Out	44	483	401	-16.98%		

Lisle Library District - Program and Service Statistics - March 2026

	Library Wide	Adult	Youth	Circ	Literacy	TOTAL	YTD FY24/25	YTD FY25/26	% Change
<b>Library Event Statistics</b>									
Staff Facilitated Programs		10	54	13	2	79	652	695	6.60%
Attendees		146	1,013	17	12	1,188	8,923	9,232	3.46%
Computer/Technology Programs		2				2	20	19	-5.00%
Attendees		25				25	173	192	10.98%
Performer/Speaker/Author		4				4	42	28	-33.33%
Attendees		74				74	941	790	-16.05%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	0					0	2	2	0.00%
Attendees	0					0	1,150	1,050	-8.70%
<b>Total Number of Programs</b>	0	16	54	13	2	85	716	744	3.91%
<b>Total Patrons Served by Programming</b>	0	245	1,013	17	12	1,287	11,187	11,264	0.69%
Reference Questions		1,485	1,117	1,340		3,942	37,186	36,510	-1.82%
Volunteer Hours		9.00	7.50			16.50	738.00	532.75	-27.81%
Notary Service	75					75	264	341	29.17%
<b>Outreach Service Statistics</b>									
Outreach Visits		0	12	0		12	104	97	-6.73%
Patrons Served by Outreach Visits		0	335	0		335	5,178	4,936	-4.67%
Home Delivery Dates		2				2	19	18	-5.26%
Patrons Served via Home Delivery		91				91	816	877	7.48%
<b>Total Outreach Programs</b>		2	12	0		14	123	115	-6.50%
<b>Total Patrons Served with Outreach Services</b>		91	335	0		426	5,994	5,813	-3.02%
<b>Civic Facility Use</b>									
Literacy/Tutoring Room Use (patron count)	36						260	295	13.46%
Number of Outside Groups Using Meeting Space	80						386	567	46.89%
Number of Ginkgo & Maple Study Room Reservations	128						637	1,045	64.05%
Patrons Entering Building	10,215						92,597	91,409	-1.28%
Friend's Sponsored Programs	0						0	0	--
Attendees	0						0	0	--
<b>Social Media Use</b>									
Facebook (daily page consumption)	552						5,090	5,243	3.01%
X (a.k.a. Twitter) Followers	992						1,020	992	-2.75%
Instagram Likes	371						4,058	3,896	-3.99%
Flickr Views	1,352						51,632	61,658	19.42%
YouTube Views	4,546						77,862	43,829	-43.71%
eBlast Engagement	509						6,366	6,896	8.33%
Total LLD App Downloads *	791						1,048	791	-24.52%
Total LLD App Sessions *	1,523						42,831	11,415	-73.35%

\* New LLD App went live on 7/2/25.



## General Capital Improvement Program

### A. Executive Summary

---

#### 1. BAS Update

- IBS is continuing to come out and make progress – the project is not yet closed out.

#### 2. LLD Nature Trail Development Project [Kingston lot]

- **Status Update:**

- At the March Board meeting there was general consensus to consider moving the Project forward and approve award of the design contract to TERRA Engineering, the selected design/engineering firm who completed the concept phase of the project.
- TERRA had provided a proposal in the amount of **\$133,725** (including a \$5k allowance for geotechnical testing) for the remainder of design and construction administration services. TERRA's proposal includes:

1. Design(including Construction Documentation)	\$84,900
2. Bid Assistance	\$ 8,775
3. Construction Administration	\$31,280
4. Closeout/Warranty:	\$ 2,770
<hr/>	
SUBTOTAL	\$127,725
5. Reimbursable Allowance (incl. geotechnical):	\$ 6,000
<hr/>	
TOTAL:	\$133,725

- The proposed contract amount is within the original \$1.25m project budget.
- **POTENTIAL Project Schedule:** With approval of the TERRA proposal in April the project schedule is anticipated to be:
  - Design Q2-Q3 2026\* (Bridge selection and procurement will prioritized)
  - Contractor Procurement Q4 2026
  - Construction 2027

### B. Kingston Lot Development - Potential Action Item

---

1. The LLD Board of Trustees is requested to consider the following potential Action Item:

Approval to award and approve the proposal from Terra Engineering, LTD for the LLD Nature Trail Development Project (Kingston lot) in the amount of \$133,725.

Note: TERRA's 1/14/2026 proposal is attached for reference.

January 14, 2026

Tatiana Weinstein, Library Director  
 Lisle Library District  
 777 Front Street  
 Lisle, IL 60532  
 Email: [tatiana@lislelibrary.org](mailto:tatiana@lislelibrary.org)  
 Phone: 630-971-1675

Re: Lisle Library District Nature Trail Project – Construction Documents through Construction Administration  
 4931 Kingston Ave., Lisle, IL 60532  
 Proposal for Landscape Architecture, Civil, Electrical, & Structural Engineering Services

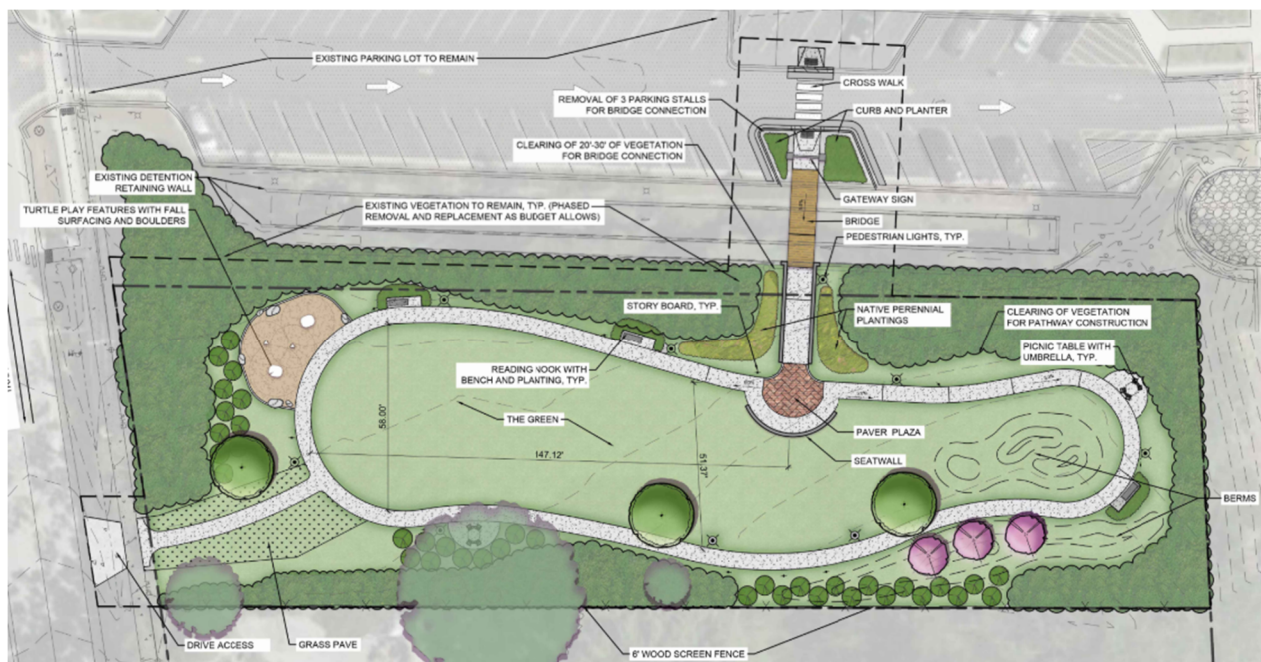
Dear Tatiana,

Thank you for teaming with us on this project. Per your request, we provide the following proposal to the Lisle Library District (“Client”) for the landscape architecture, civil, electrical and structural engineering services associated with the LLD Natural Trail Project.

This fee proposal is based on your request for proposal (RFP) received November 19, 2025, our conversations thereafter, documentation provided to date, our research to date concerning the subject property, and our understanding of codes in effect as of this date. A specific list of scope of work and anticipated deliverables are listed below. The image below serves as a reference for the site work to be included.

Included in this scope of work is the design for a single span pedestrian bridge. This proposal has been prepared assuming that the superstructure for the bridge will consist of a pre-engineered truss and concrete deck. The final design and construction details for the pre-engineered truss and concrete deck will be performed by the truss manufacturer.

This proposal also includes an estimated cost allowance for geotechnical investigation to be performed by a separate company. The geotechnical investigation will include the drilling of at least two soil borings, appropriate testing of the on-site soils, and preparation of a geotechnical report that provides the results of the investigation and geotechnical recommendations to be used for design of the structure foundations.



## **SCOPE OF WORK/ANTICIPATED DELIVERABLES**

### **1. Civil Engineering and Landscape Architecture**

#### **A. Construction Documentation**

- i. Attend virtual coordination meetings (4 included) and conduct coordination with Project Team via phone and e-mail.
- ii. Attend up to two (2) in person board meetings to review progress and site furnishing / color selections as deemed appropriate or requested by LLD.
- iii. Further engineering of the site's demolition, erosion control, at-grade paving, grading, drainage, stormwater management facility and wet utilities (storm, sanitary and water).
- iv. Finalize coordination with Owner, Village agencies, and the design team regarding utility services.
- v. Finalize BIM (Civil 3D) model of the proposed site utilities, and surface contouring. Coordinate BIM model with project team.
- vi. Prepare a site stormwater operations & maintenance plan as is required by code.
- vii. Review and comment on project probable cost opinion (prepared by others).
- viii. Prepare and Provide Deliverables; provide up to two interim progress submissions for design coordination and stakeholder review purposes.
  - a. Plan Documents
    - (a) Civil Permitting Cover Sheet
    - (b) General Notes
    - (c) Site Demolition Plan
    - (d) Site Dimension Plan
    - (e) Site Grading Plan
    - (f) Site Grading Details
    - (g) Site Sedimentation and Erosion Control Plan
    - (h) Site Utility Plan
    - (i) Site Engineering Details
    - (j) Site Operations and Maintenance Plan
    - (k) Existing Tree Removals and Protection Plan
    - (l) Landscape Planting Plan
    - (m) Landscape Schedule and Details
    - (n) Site Fencing Plan and Details
    - (o) Site Hardscape Details
  - b. Technical Specifications
  - c. Stormwater Management Calculations/Report/Exhibits/Permit Forms
- ix. Attend virtual review meetings at the end of 2 milestones to review and coordinate comments received to deliverables.
- x. Permit Assistance
  - a. Prepare and furnish Civil Engineering plan documents and stormwater calculations/exhibits/report and permit application forms (assistance from Owner/Municipality/Contractor required) to assist in the permit submission to only the following agencies if required:
    - (a) Village of Lisle – Engineering
    - (b) DuPage County – Countywide Stormwater & Floodplain Ordinance
  - b. Review and respond to reviewer comments and incorporate agreed upon changes into the documents.

#### **B. Bid Assistance**

- i. Prepare and Provide Deliverables for use in the bidding process:
  - a. Plan Documents
  - b. Technical Specifications
  - c. AutoCAD Files (upon receipt of signed waiver)
- ii. Attend one, virtual pre-bid meeting
- iii. Respond to bidders' questions and modify engineering documents as required to respond.
- iv. Review tabular bids related to civil engineering scope and provide a recommendation of award to Owner.

#### **C. Construction Administration**

- i. Attend pre-construction meeting (1 included) to review construction schedule.
- ii. Prepare and Provide Deliverables
  - a. Issue for Construction Plan Documents

- b. Technical Specifications
- c. AutoCAD Files (upon receipt of signed waiver)
- d. AutoCAD Civil 3d surface and utility model (upon receipt of signed waiver)
- iii. Attend virtual OAC meetings (12 included)
- iv. Conduct coordination with Project Team via phone and e-mail.
- v. Review submittals and shop drawings applicable to landscape architecture and engineering construction.
- vi. Respond to RFI's as requested.
- vii. Issue interpretations or clarifications of the documents when requested by the Owner or the Contractor
- viii. Review and sign-off on the contractor's payment applications, waivers and SOVs.
- ix. Conduct site visits (12 included) appropriate to the stage of construction to determine if the work is proceeding in general conformance with the contract documents; issue a field report for each visit.
- x. Conduct a punch list review of the landscape architecture and engineering construction and prepare recommendations regarding the Contractor's request for acceptance of substantial completion.

#### **D. Close Out / Warranty**

- i. Conduct a walk-through of the project and prepare recommendations regarding the Contractor's request for acceptance of final completion.
- ii. Review warranty and close-out information related to landscape architecture and civil engineering works; remit to architect for compilation into close-out package to be remitted to Owner.
- iii. Review surveyed as-built documentation prepared by Contractor for conformance with construction documentation and remit to governing stormwater authority per their requirements and for their review and approval.
- iv. Prepare and deliver record documentation of civil engineering deliverables.
- v. Conduct warranty walkthrough at 11 months after substantial completion.
- vi. Issue warranty punch list of materials to be replaced.

## **2. Electrical Engineering**

### **A. Construction Documentation**

- i. Attend virtual coordination meetings (2 included) and conduct coordination with Project Team via phone and e-mail.
- ii. Request and review electric utility information from the municipality/owner.
- iii. Request, review and evaluate existing information associated of the existing electrical distribution system as provided by Owner such as: as-builts, surveys, utility information and previous design, permit and construction documents of the area.
- iv. Conduct a site visit to review and evaluate the existing electrical distribution system against the project's proposed conditions.
- v. Coordinate the site layout design with the Owner/Landscape Architect. Review the site plan generated by others for conformance with electrical engineering best practices and code requirements. Provide comments to plans provided.
- vi. Finalize engineering of the proposed electrical design, including the electrical provisions and locations of pedestrian lighting and/or bollards. TERRA assumes the existing electrical service has adequate capacity and spare breakers to feed the future new lighting equipment.
- vii. Review and comment on project probable cost opinion (prepared by others).
- viii. Prepare and Provide Deliverables
  - a. Plan Documents
    - (a) General Notes, Symbols, & Abbreviations
    - (b) Electrical Drawing Specifications
    - (c) Electrical Site Lighting Plan
    - (d) Electrical Photometric Plan
    - (e) Electrical Load Calculations/Panel Schedules
    - (f) Electrical Details
- ix. Attend one, virtual review meeting at the end of the milestone to review and coordinate comments received to deliverables.
- x. Permit Assistance
  - a. Sign/Seal and furnish Electrical Engineering plan documents to be submitted to the Authority Having Jurisdiction.
  - b. Review and respond to reviewer comments and incorporate agreed upon changes into the documents.

**B. Bid Assistance**

- i. Prepare and Provide Deliverables for use in the bidding process:
  - a. Plan Documents
  - b. Technical Specifications
- ii. Respond to bidders' questions and modify engineering documents as required to respond.
- iii. Review tabular bids related to electrical engineering scope and provide a recommendation of award to Owner.

**C. Construction Administration**

- i. Prepare and Provide Deliverables
  - a. Issue for Construction Plan Documents
  - b. Technical Specifications
- ii. Conduct coordination with Project Team via phone and e-mail.
- iii. Review submittals and shop drawings applicable to engineering construction.
- iv. Respond to RFI's as requested.
- v. Issue interpretations or clarifications of the documents when requested by the Owner or the Contractor
- vi. Conduct site visits (2 included) appropriate to the stage of construction to determine if the work is proceeding in general conformance with the contract documents; issue a field report for each visit.
- vii. Conduct a punch list review of the engineering construction and prepare recommendations regarding the Contractor's request for acceptance of substantial completion.
- viii. Review contractor-provide red-lines of actual electrical construction, and incorporate the modifications into the electrical documentation as Record Drawings

**3. Structural Engineering****A. Construction Documentation**

- i. Attend digital coordination meetings (2 included) and conduct coordination with Project Team via phone and e-mail.
- ii. Coordinate design with Owner/Design Team.
- iii. Coordinate with geotechnical engineer on required soil borings.
- iv. Perform the design of the bridge abutments and the gateway sign foundations.
- v. Review and comment on project probable cost opinion (prepared by others).
- vi. Prepare and Provide Deliverables; provide up to two interim progress submissions for design coordination and stakeholder review purposes.
  - a. Plan Documents
    - (a) Structural General Plan and Elevation of Pedestrian Bridge
    - (b) Structural Details of Abutments
    - (c) Structural Details, Deck Cross Section and Notes
    - (d) Structural Details and Notes for the Gateway Sign Foundations
  - b. Technical Specifications for Structural Items of Construction in Masterspec format
  - c. AutoCAD Files (upon receipt of signed waiver)

**B. Bid Assistance**

- i. Prepare and Provide Deliverables for use in the bidding process:
  - a. Plan Documents
  - b. Technical Specifications
  - c. AutoCAD Files (upon receipt of signed waiver)
- ii. Respond to bidders' questions and modify landscape documents as required to respond.
- iii. Review tabular bids related to structural scope and provide a recommendation of award to Owner.

**C. Construction Administration**

- i. Attend pre-construction meeting (1 included) to review construction schedule.
- ii. Prepare and Provide Deliverables
  - a. Issue for Construction Plan Documents
  - b. Technical Specifications
  - c. AutoCAD Files (upon receipt of signed waiver)
- iii. Attend select, virtual OAC meetings (2 included)
- iv. Conduct coordination with Project Team via phone and e-mail.
- v. Review construction submittals and shop drawings applicable to structural engineering construction.
- vi. Issue interpretations or clarifications of the structural plans when requested by the Owner or the Contractor
- vii. Respond to RFI's as requested.

- viii. Conduct site visits (2 included) appropriate to the stage of construction to determine if the work is proceeding in general conformance with the contract documents; issue a field report for each visit.
- ix. Conduct a punch list review of the structural construction and prepare recommendations regarding the Contractor's request for acceptance of substantial completion.

### **LIMIT OF SERVICES/ASSUMPTIONS**

1. A proposal for the following will be provided if requested as these items are currently excluded:
  - A. Surveying
  - B. Underground Utility Locating (Ground Penetrating Radar)
  - C. Sewer televising
  - D. Traffic Engineering
  - E. Civil Engineering items:
    - i. Public Utility design and utility relocations (Gas, Water and Sanitary)
    - ii. Building/Structural Drain Tile
    - iii. Earthwork Quantities for contractor use
    - iv. Pump Design
    - v. Hydraulic Modeling of municipal infrastructure assumed herein to have capacity to serve.
    - vi. Septic System (we assume connection to municipal sewer)
    - vii. Flood plain/floodway/wetland mitigation or delineation or design
    - viii. FEMA map revision or map amendment applications
    - ix. Well Design (we assume connection to municipal water)
    - x. Waterway Stabilization
  - F. Landscape Architecture, including/items:
    - i. Automated Irrigation design
    - ii. Perspective renderings
    - iii. Tree Tagging
    - iv. Security hardware, automated gate operators, and key fob systems for fencing
    - v. Trash Enclosure
  - G. Electrical Engineering items:
    - i. New Utility Service and Coordination (*TERRA assumes the existing building electrical service has adequate capacity and spare breakers to feed the future new lighting equipment.*)
    - ii. Service Entrance Panels
    - iii. Generator
    - iv. Electric Vehicle Charging
    - v. Photovoltaic Power Panels
    - vi. Arc Flash Analysis / Coordination Studies, and/or Short Circuit Analysis
    - vii. Bill of Materials / Material Take-offs
    - viii. Construction Phasing / Sequence of Construction
  - H. Structural Engineering:
    - i. Design of the pedestrian bridge superstructure. The truss superstructure and deck will be designed by the truss manufacturer.
    - ii. Design of approach slabs and rails located at each end of the pedestrian bridge
    - iii. Design of the above-grade portion of the Gateway Sign structure
    - iv. Design of temporary earth retention systems (by contractor as needed)
    - v. Performing slope stability analyses (by contractor as needed)
    - vi. Design of temporary shoring of existing structures, utilities, etc. (by contractor as needed)
  - I. Site Planning
  - J. Perspective renderings / images of improvements
  - K. Geotechnical/Environmental Engineering & Testing
  - L. LEED or other "green" accreditation and/or design
  - M. Multi-phase design or construction plans
  - N. Site Logistics Planning (by contractor)
  - O. Permitting through Highway Department(s)
  - P. Graphic Information System (GIS) analysis
  - Q. OSLAD Grant reimbursement documentation and coordination with IDNR.
2. This scope of work is based on documents available as of this date.

3. TERRA includes the engineering of site water, sanitary, and storm services for the project. Routings for other utility services (i.e. gas, electric, teledata, geothermal, irrigation) will be located on the civil plans for coordination purposes; the routings, and sizing/design for these utilities will be provided by others and TERRA will assist in routing these from points of service to property. Coordination with the necessary utility companies to secure service from other utility providers shall be performed by others.
4. The fees herein do not include permitting fees as may be required.
5. No off-property work, except for connection to utilities within 50' of the property limits and adjacent street parkways, is included in the scope as outlined above.
6. This scope of work does not include manufacturing as-builts, but the review and approval of as-builts as provided by the contractor upon completion of site works.
7. Additional meetings attended and site visits conducted beyond the scope of services shall be billed on a time/material basis in accordance with hourly fee schedule.

**CLIENT SHALL PROVIDE AND TERRA MAY RELY ON THE ACCURACY OF THE FOLLOWING:**

1. Title Commitment
2. OUC Atlases Received from Surveyor.
3. Private aerial drone flight restrictions for the site, if applicable.
4. Documentation on the existing site that provides adequate representation of the existing conditions. Our field visits are only to review this documentation represents the as-built conditions and not to do extensive field verification or verification of concealed conditions.
5. A the previously completed topographic survey with 3D, digital, topographic and underground utility information.
6. Site and building floor plan(s) in .dwg and .pdf formats. Modifications or changes to the site plan once design development drawings have been approved by Owner will result in extra services.
7. Site-specific vehicle information for conducting vehicular turning movement analysis.
8. Environmental report with Soil Management Plan [SMP] outlining soil characteristics and EPA requirements for soil management.
9. Access to the site.
10. Contact information for design team as required to facilitate scope of work.

**SCHEDULE**

Upon receipt of notice to proceed, TERRA will commence with scope of work and align deliverables with the team's master schedule coordinated with Owner. However, please allow at least 3 Months for the delivery of Construction documentation. We understand design, permit, and bid services will be complete by April 2026; construction administration by October 2027, and close out services by December 2027. Adjustments/extensions to schedule or the addition of milestone deliverables may result in additional services.

**COMPENSATION**

TERRA offers the above services at the lump sum fees outlined below, hourly only if noted. Pricing is valid for 90 days from the date of this proposal. Reimbursable expenses for items such as travel, per diem, permitting/milestone reproductions, postage, consultants, and document retrieval are in addition to fees for professional services as indicated below and will be invoiced at cost+10%; an estimate has been provided. We assume milestone deliverable printing and postage to Owner will be handled by you and TERRA will digitally transmit milestone documentation electronically to you for processing.

<b>1. Civil Engineering and Landscape Architecture</b>	
a. Construction Documentation	\$48,240.00
b. Bid Assistance	\$6,400.00
c. Construction Administration	\$22,650.00
d. Close Out/Warr.	\$2,770.00
<b>(SUBTOTAL)</b>	<b>\$80,060.00</b>
<b>2. Electrical Engineering</b>	
a. Construction Documentation	\$11,860.00
b. Bid Assistance	\$775.00
c. Construction Administration	\$4,415.00
<b>(SUBTOTAL)</b>	<b>\$17,050.00</b>

**3. Structural Engineering**

a. Construction Documentation	\$24,800.00
b. Bid Assistance	\$1,600.00
c. Construction Administration	\$4,215.00
<b>(SUBTOTAL)</b>	<b>\$30,615.00</b>

**4. Reimbursable Expenses \$6,000.00 (Estimate)**

a. Document Retrieval	as spent
b. Reproductions	as spent
c. Postage	as spent
d. Geotechnical (Soil Borings)	\$5,000 (allowance amount)

**5. Total for Professional Services \$133,725.00**

**ADDITIONAL SERVICES**

Changes to completed documents due to revised input or direction, change of project limits or scope and preparation of additional drawings shall be invoiced as an Additional Service. Work will not be performed without your expressed, written consent. Estimates for additional services will be provided upon your request.

**ACCEPTANCE**

This proposal, with the signature of the appropriate personnel, constitutes acceptance of fee and terms as stated herein. Please return one copy of the signed proposal to me as authorization to begin work. In the absence of an executed proposal, upon your request for services and the commencement of work, we will proceed in accordance with this proposal, inclusive of scope, fee, terms and conditions and assume your agreement to same.

If you have questions or need clarification on the above, please do not hesitate to call. We look forward to working with you on this project and appreciate you including us on your team.

Sincerely yours,

**TERRA ENGINEERING, LTD.**



Keven Graham, FASLA, PLA, CLARB  
Sr. Landscape Architect, Studio Leader

<b><u>ACCEPTED BY</u></b>	
Date:	_____
Printed Name:	_____
Signed Name:	_____
Title:	_____

- Cc: Jamil Bou-Saab, PE, Executive Vice President – TERRA  
 John Helfrich, PE, Civil Department Director - TERRA  
 Katherine Kenefake, PE, Senior Civil Project Manager – TERRA  
 Craig Most, ASLA, Senior Landscape Planner – TERRA  
 Don Freestone, PE, Director of Electrical Engineering - TERRA  
 Dan Carroll, PE, Senior Structural Project Engineer - TERRA

Attachments:

## **BILLING AND PAYMENT**

Billing and payment shall be in accordance with the fee proposal as noted in the Compensation schedule of this proposal. Scope of services under a fixed fee basis shall be billed upon fulfillment and/or percentage of the completed task. Scope of services under a time and material basis shall be billed per unit rate as services are performed.

1. Timing/Format
  - A. Invoices shall be submitted monthly for Services completed at the time of billing and are due upon receipt, unless negotiated otherwise with Terra Engineering. Invoices shall be considered past due if not paid within 30 calendar days of the due date. Such invoices shall be prepared in a form supported by documentation as Client may reasonably require.
  - B. If payment in full is not received by TERRA Engineering within 30 calendar days of the due date, invoices shall bear interest at one-and-one-half (1.5) percent of the past due amount per month, which shall be calculated from the invoice due date.
  - C. If the Client fails to make payments within 30 calendar days of due date or otherwise is in breach of this Agreement, TERRA Engineering may suspend performance of services upon seven (7) calendar days' notice to the Client. TERRA Engineering shall have no liability whatsoever to the Client for any costs or damages as a result of suspension caused by any breach of this Agreement by the Client. Upon payment in full by the Client, TERRA Engineering shall resume services under this Agreement, and the time schedule and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expense necessary for TERRA Engineering to resume performance.
2. Billing Records
  - A. TERRA Engineering shall maintain accounting records of its costs in accordance with generally accepted practices. Access to such records will be provided during normal business hours with reasonable notice during the term of this Agreement and for 3 years after completion.

## **STANDARD TERMS AND CONDITIONS**

1. **STANDARD OF CARE:** Services shall be performed in accordance with the standard of professional practice ordinarily exercised by the applicable profession at the time and within the locality where the services are performed. No warranty or guarantee, express or implied is provided, including warranties or guarantees contained in any uniform commercial code
2. **CHANGE OF SCOPE.** The scope of Services set forth in this Agreement is based on facts known at the time of execution of this Agreement, including, if applicable, information supplied by TERRA Engineering and Client. TERRA Engineering will promptly notify Client of any perceived changes of scope in writing and the parties shall negotiate modifications to this Agreement.
3. **DELAYS.** If events beyond the control of TERRA Engineering, including, but not limited to, fire, flood, explosion, riot, strike, war, process shutdown, act of God or the public enemy, and act or regulation of any government agency, result in delay to any schedule established in this Agreement, such schedule shall be extended for a period equal to the delay. In the event such delay exceeds 90 days, TERRA Engineering shall be entitled to an equitable adjustment in compensation and extension of time.
4. **TERMINATION/SUSPENSION.** Either party may terminate this Agreement upon 30 days written notice to the other party in the event of substantial failure by the other party to perform in accordance with its obligations under this Agreement through no fault of the terminating party. Client shall pay TERRA Engineering for all Services, including profit relating thereto, rendered prior to termination, plus any expenses of termination.
5. **REUSE OF INSTRUMENTS OF SERVICE.** All reports, drawings, specifications, computer data, field data notes and other documents prepared by TERRA Engineering as instruments of service shall remain the property of TERRA Engineering. TERRA Engineering shall retain all common law, statutory and other reserved rights, including the copyright thereto. Reuse of any instruments of service including electronic media, for any purpose other than that for which such documents or deliverables were originally prepared, or alteration of such documents or deliverables without written authorization or adaptation by TERRA Engineering for the specific purpose intended, shall be at Client's sole risk.
6. **ELECTRONIC MEDIA.** Electronic files furnished by either party shall be subject to an acceptance period of 30 days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files. In the event of a conflict between the signed construction documents prepared by TERRA Engineering and electronic files, the signed or sealed hard-copy construction documents shall govern. Under no circumstances shall delivery of electronic files for use by Client be deemed a sale by TERRA Engineering and TERRA Engineering makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall TERRA Engineering be liable for indirect or consequential damages as a result of the Client's use or reuse of the electronic files.
7. **OPINIONS OF CONSTRUCTION COST.** Any opinion of construction costs prepared by TERRA Engineering is supplied for the general guidance of the Client only. Since TERRA Engineering has no control over competitive bidding or market

conditions, TERRA Engineering cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to Client.

8. **SAFETY.** TERRA Engineering shall establish and maintain programs and procedures for the safety of its employees. TERRA Engineering specifically disclaims any authority or responsibility for general job site safety and safety of persons other than TERRA Engineering employees.
9. **RELATIONSHIP WITH CONTRACTORS.** TERRA Engineering shall serve as Client's professional representative for the Services and may make recommendations to Client concerning actions relating to Client's contractors, but TERRA Engineering specifically disclaims any authority to direct or supervise the means, methods, techniques, sequences or procedures of construction selected by Client's contractors.
10. **THIRD PARTY CLAIMS:** This Agreement does not create any right or benefit for parties other than TERRA Engineering and Client.
11. **MODIFICATION.** This Agreement, upon execution by both parties hereto, can be modified only by a written instrument signed by both parties.
12. **PROPRIETARY INFORMATION.** Information relating to the Project, unless in the public domain, shall be kept confidential by TERRA Engineering and shall not be made available to third parties without written consent of Client, unless so required by court order.
13. **INSURANCE.** TERRA Engineering will maintain insurance coverage for Professional, Comprehensive General, Automobile, Worker's Compensation and Employer's Liability in amounts in accordance with legal, and TERRA Engineering business requirements. Certificates evidencing such coverage will be provided to Client upon request. For projects involving construction, Client agrees to require its construction contractor, if any, to include TERRA Engineering as an additional insured on its commercial general liability policy relating to the Project, and such coverages shall be primary.
14. **INDEMNITIES.** TERRA Engineering agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors and employees against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by TERRA Engineering's negligent performance of professional services under this Agreement and that of its subconsultants or anyone for whom TERRA Engineering is legally liable. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless TERRA Engineering, its officers, directors, employees and subconsultants against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Client's negligent acts in connection with the Project and that of its contractors, subcontractors or consultants or anyone for whom the Client is legally liable. Neither the Client nor TERRA Engineering shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.
15. **LIMITATIONS OF LIABILITY.** No employee or agent of TERRA Engineering shall have individual liability to Client. Client agrees that, to the fullest extent permitted by law, TERRA Engineering's total liability to Client for any and all injuries, claims, losses, expenses or damages whatsoever arising out of or in any way related to the Project or this Agreement from any causes including, but not limited to, TERRA Engineering's negligence, error, omissions, strict liability, or breach of contract shall not exceed the total compensation covered by TERRA Engineering's professional liability insurance.
16. **ACCESS.** Client shall provide TERRA Engineering safe access to the project site necessary for the performance of the services.
17. **ASSIGNMENT.** The rights and obligations of this Agreement cannot be assigned by either party without written permission of the other party. This Agreement shall be binding upon and inure to the benefit of any permitted assigns.
18. **HAZARDOUS MATERIALS.** TERRA Engineering and TERRA Engineering's consultants shall have no responsibility for discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances. If required by law, the client shall accomplish all necessary inspections and testing to determine the type and extent, if any, of hazardous materials at the project site. Prior to the start of services, or at the earliest time such information is learned, it shall be the duty of the Client to advise TERRA Engineering (in writing) of any known or suspected hazardous materials. Removal and proper disposal of all hazardous materials shall be the responsibility of the Client.
19. **REMODELING AND RENOVATION.** For TERRA Engineering's services provided to assist the Client in making changes to an existing facility, the Client shall furnish documentation and information upon which TERRA Engineering may rely for its accuracy and completeness. Unless specifically authorized or confirmed in writing by the Client, TERRA Engineering shall not be required to perform, or have others perform, destructive testing or to investigate concealed or unknown conditions. The Client shall indemnify and hold harmless TERRA Engineering, TERRA Engineering's consultants, and their employees

from and against claims, damages, losses and expenses which arise as a result of documentation and information furnished by the Client.

20. **CLIENT'S CONSULTANTS.** Contracts between the Client and other consultants retained by Client for the Project shall require the consultants to coordinate their drawings and other instruments of service with those of TERRA Engineering and to advise TERRA Engineering of any potential conflict. TERRA Engineering shall have no responsibility for the components of the project designed by the Client's consultants. The Client shall indemnify and hold harmless TERRA Engineering, TERRA Engineering's consultants and their employees from and against claims, damages, losses and expenses arising out of services performed for this project by other consultants of the Client.
21. **NO WAIVER.** No waiver by either party of any default by the other party in the performance of any particular section of this Agreement shall invalidate another section of this Agreement or operate as a waiver of any future default, whether like or different in character.
22. **SEVERABILITY.** The various terms, provisions and covenants herein contained shall be deemed to be separate and severable, and the invalidity or unenforceability of any of them shall not affect or impair the validity or enforceability of the remainder.
23. **STATUTE OF LIMITATION.** To the fullest extent permitted by law, parties agree that, except for claims for indemnification, the time period for bringing claims under this Agreement shall expire one year after Project Completion.
24. **DISPUTE RESOLUTION.** If TERRA Engineering employs counsel for advice or other representation: (i) with respect to this Agreement, (ii) to represent TERRA Engineering in any litigation, contest, dispute, suit or proceeding (whether instituted by TERRA Engineering, Client or any other party) in any way or respect relating to this Agreement, or (iii) to enforce Client's obligations there under, then, in any of the foregoing events, all of the reasonable attorneys' fees arising from such services and all expenses, costs and charges in any way or respect arising in connection therewith or relating thereto shall be paid by Client to TERRA Engineering on demand.

**SCHEDULE OF HOURLY BILLING RATES:**

LABOR CLASSIFICATION	2026	2027	2028	2029	2030
Principal	\$390	\$406	\$422	\$439	\$456
Executive Director	\$312	\$324	\$337	\$350	\$364
Senior Director	\$251	\$261	\$271	\$282	\$293
Technical Director	\$244	\$253	\$264	\$274	\$285
Department Director	\$234	\$243	\$253	\$263	\$274
Practice Lead	\$228	\$237	\$247	\$257	\$267
Business Administrator	\$171	\$178	\$185	\$192	\$200
IT Manager	\$138	\$144	\$149	\$155	\$161
Administrative Assistant	\$118	\$123	\$128	\$133	\$138
Survey Intern	\$56	\$58	\$61	\$63	\$66
Field Surveyor I	\$94	\$97	\$101	\$105	\$109
Field Surveyor II	\$109	\$113	\$118	\$122	\$127
Senior Field Surveyor	\$148	\$154	\$160	\$166	\$173
Associate Crew Chief	\$116	\$120	\$125	\$130	\$135
Project Surveyor	\$118	\$123	\$128	\$133	\$138
Professional Land Surveyor	\$139	\$144	\$150	\$156	\$162
Survey Project Manager	\$150	\$156	\$162	\$168	\$175
Senior Professional Land Surveyor	\$225	\$234	\$243	\$253	\$263
Landscape Designer I	\$94	\$97	\$101	\$105	\$109
Landscape Designer II	\$105	\$109	\$114	\$118	\$123
Landscape Project Manager	\$143	\$148	\$154	\$161	\$167
Senior Landscape Architect	\$151	\$157	\$163	\$170	\$176
Water Resources Project Engineer II	\$147	\$153	\$159	\$165	\$172
Technician I	\$72	\$75	\$78	\$81	\$84
Technician II	\$87	\$90	\$94	\$98	\$101
Civil Engineer I	\$108	\$112	\$117	\$122	\$126
Civil Engineer II	\$121	\$125	\$130	\$136	\$141
Civil Engineer III	\$135	\$140	\$146	\$152	\$158
Civil Engineer IV	\$147	\$153	\$159	\$165	\$172
Civil Project Engineer I	\$132	\$137	\$143	\$148	\$154
Civil Project Engineer II	\$140	\$146	\$152	\$158	\$164
Senior Civil Engineer	\$156	\$162	\$169	\$175	\$182
Civil Project Manager	\$179	\$186	\$194	\$202	\$210
Senior Civil Project Manager	\$195	\$203	\$211	\$219	\$228
Lead Civil Engineer	\$199	\$206	\$215	\$223	\$232
Electrical Engineer I	\$120	\$125	\$130	\$135	\$140
Electrical Engineer II	\$140	\$146	\$152	\$158	\$164
Lead Electrical Designer	\$194	\$202	\$210	\$218	\$227
Senior Electrical Project Engineer	\$265	\$276	\$287	\$298	\$310
Senior GIS Analyst	\$144	\$149	\$155	\$162	\$168
Traffic Engineer I	\$90	\$94	\$97	\$101	\$105
Traffic Engineer II	\$115	\$120	\$124	\$129	\$135
Traffic Technician I	\$78	\$81	\$84	\$88	\$91
Traffic Technician II	\$94	\$97	\$101	\$105	\$109
Traffic Technician III	\$109	\$114	\$118	\$123	\$128
Senior Traffic Technician	\$125	\$130	\$135	\$140	\$146
Lead Traffic Technician	\$140	\$146	\$152	\$158	\$164
Engineer I, Structural	\$108	\$112	\$117	\$121	\$126
Engineer II, Structural	\$122	\$126	\$132	\$137	\$142
Senior Structural Project Engineer	\$197	\$205	\$213	\$222	\$231
Senior Structural Engineer	\$253	\$263	\$273	\$284	\$296
Senior Structural Manager	\$253	\$263	\$274	\$285	\$296
Documentation Engineer I	\$120	\$125	\$130	\$135	\$140
Documentation Engineer II	\$142	\$148	\$153	\$160	\$166
Construction Engineer I	\$102	\$106	\$110	\$115	\$119
Construction Engineer II	\$122	\$127	\$132	\$137	\$143
Construction Inspector I	\$98	\$101	\$105	\$110	\$114
Construction Inspector II	\$118	\$123	\$128	\$133	\$138
Construction Inspector III	\$132	\$137	\$143	\$149	\$155
Construction Inspector IV	\$146	\$152	\$158	\$164	\$171
Lead Construction Inspector	\$195	\$203	\$211	\$219	\$228
Lead Documentation Engineer	\$193	\$201	\$209	\$217	\$226
Senior Resident Engineer	\$212	\$220	\$229	\$238	\$248
Senior Technician	\$133	\$138	\$144	\$150	\$156
Transportation Engineer I	\$111	\$116	\$120	\$125	\$130
Transportation Engineer II	\$125	\$130	\$135	\$140	\$146
Transportation Engineer III	\$138	\$144	\$150	\$156	\$162
Transportation Engineer IV	\$175	\$182	\$189	\$197	\$204
Transportation Project Engineer I	\$134	\$139	\$144	\$150	\$156
Transportation Project Engineer II	\$156	\$162	\$169	\$175	\$182
Transportation Project Manager	\$188	\$195	\$203	\$211	\$219
Senior Transportation Project Engineer	\$194	\$201	\$209	\$218	\$226
Senior Transportation Project Manager	\$225	\$234	\$243	\$253	\$263

To: LLD Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: April 10, 2026

## APRIL 2026 | DIRECTOR'S REPORT

### Meetings:

Ritzman – Mar 23  
All-staff – Mar 24  
VIP Signs – Mar 24  
LLD Board – Mar 25  
IT Staff – Mar 25  
Staff – Mar 31  
Admin – Apr 3

Lisle PD – Apr 3  
DeLaRosa – Apr 6  
DuPage Recorder – Apr 7  
Staff – Apr 7  
Admin – Apr 8  
Swistak – Apr 8  
IT Staff – Apr 9

### Intergovernmental Cooperation

#### *Lisle Police Department*

The LLD thanks the Lisle Police Department for investigating and retrieving four technology components that were stolen from the LLD on 4/2/26. The offenders were minors and the theft occurred while the LLD was open. The LLD has initiated additional security protocols (physical and procedural) to prevent this type of behavior in the future.

#### *IL State Representative Margaret DeLaRosa*

The LLD hosted a *Mondays with Margaret* constituent event on April 6. Representative DeLaRosa and her team met with residents in the Gingko Study Room via appointment. LLD President Swistak and I greeted Representative DeLaRosa and team and discussed House Bill 5236; The Digital Library Protection Act. The LLD plans to continue to offer constituent meetings for our residents.

#### *DuPage Recorder's Office/Liz Chaplain*

County Recorder Liz Chaplain and her team visited the LLD on April 7. They stationed a table in the main lobby and offered information on obtaining free certified copies of deeds, Honor Rewards Cards for veterans, and property fraud alerts. Many passers-by engaged with the Recorder's Office team and gained valuable information. LLD patrons appreciated the materials and we shall continue hosting similar civic awareness opportunities in the future.

### Illinois State Library Security Grant

The Office of the Secretary of State/Illinois State Library invited eligible public libraries to apply for funds to purchase technology-based security measures. The Security Grants were offered to improve and proactively address security risks and to safeguard patrons/staff and the assets of public libraries. I submitted the LLD's application for the Illinois State Library Security Grant Application on April 9.

*To: LLD Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: April 10, 2026*

The LLD's 13-page application included options for enhancing its security camera system as well as improving its accessibility infrastructure via technology-based beacons/markers for those with visual impairment.

The deadline for submission is April 15. Via communications with other Directors, and the plethora of solicitations by technology consultants opting to help us complete the application (and agreeing to contract with them), my understanding is that numerous public libraries are applying for this grant. The environment is very competitive.

We did not contract with an outsourced consultant to complete the application. I did receive non-binding estimates from vendors to assist with the budgetary aspect of the application. I also requested and received a letter of support from Lisle Police Chief Rodriguez. The LLD provided floor plans for both the security cameras and wayfinding markers; including the outdoor program space on Kingston. We are hopeful that the Illinois State Library recognizes the need for more safety and security equipment at the LLD after reviewing our application. Awards may be announced in June.

### **FY26/27 Working Budget**

Over the past couple of months, LLD Administrative and departmental staff have been busy seeking quotes, estimates, and considering new initiatives (costs/fees) for the next fiscal year. Administrative staff have consulted with department managers regarding departmental requests, sought recommendations from the LLD's financial advisors and other contracted professionals, and compiled this data to present this first draft.

The Draft 26/27 LLD Working Budget is first reviewed by the Board in April. In May, the Working Budget will appear on the agenda for final approval. The Working Budget covers projected expense and revenue categories. An overview document precedes the Working Budget expense and revenue spreadsheets in the April Board packet.

### **National Library Week**

National Library Week (April 19-25) celebrates libraries, librarians, library workers, and our patrons! The LLD has a lot in store for our patrons during National Library Week:

- **Apr 19 @ 2PM** -- An afternoon with bestselling author **Mary Kubica**. The first 150 registered attendees will receive a complimentary copy of her newest book. This event will occur at the Lisle High School Auditorium.
- **All week – Fidget Cube Scavenger Hunt**. Find specific characters in Youth Services and gain an LLD-branded fidget cube.
- **All week – “Find Your Joy,” Departmental Door Decorating Contest**. Vote for your favorite door and receive a sweet treat when you vote.

To: LLD Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: April 10, 2026

- **April 11 & 24 – “Find Your Joy” mini-canvas art program and exhibit.** Pick up a complimentary canvas kit and create art inspired by the National Library Week theme "Find Your Joy." Return your canvas to the LLD by April 23 to have it displayed in the exhibit on April 24 in the LLD lobby.
- **Apr 25 @ 10:30AM – Author Mo Willems’ characters, Elephant and Piggie, will be at the LLD dancing, singing, and telling fun stories during a special Storytime.**

More details are available on the LLD online calendar. Kudos goes to Assistant Director Savage and the LLD Event Team for developing an all-ages week of fun and engagement.

### **Additional Director/Board Communications**

- ComEd EV program sunset notice
- Patron appreciation donation/thank you to staff (cupcakes)
- Reminder of meeting in Oak Study Room
- IL Representative DeLaRosa notice of event at LLD
- Notice re safety and security grant opportunity
- Theft incident
- SPAM alert
- Notice re DuPage Recorder’s Office at LLD

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tatiana Weinstein', with a stylized, cursive script.

Tatiana Weinstein

# Celebrate NATIONAL LIBRARY WEEK

April 19-25, 2026  
Celebrate all week!

## An Afternoon with Mary Kubica



Apr 19 @ 2PM  
Lisle High School  

---

Lisle School  
Auditorium  
1800 Short Street

The LLD is pleased to welcome bestselling author Mary Kubica for an in-person event discussing her new book, *It's Not Her*, and her writing process as part of National Library Week. The first 150 registered attendees will receive a complimentary copy of *It's Not Her*. Attendees can meet the author and have their book signed. Anderson's Bookshop will be available to sell additional books. **NOTE:** The event takes place at **Lisle High School**.

Auditorium doors open at 1:30PM. Registration begins April 1st.



### Elephant & Piggie Storytime

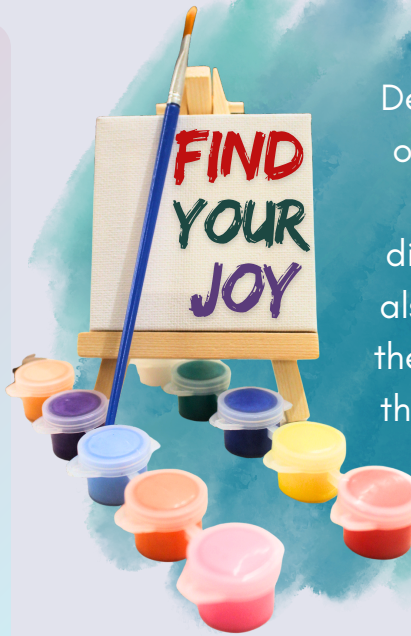
Apr 25 @ 10:30AM

Elephant and Piggie are coming to the Library! Dance, sing, and hear fun stories with our two pals.



Mo Willems' characters are loose in Youth Services! Can you help find them?

Find every character and receive an LLD fidget cube!



Design a mini canvas inspired by our theme "Find Your Joy at the Library," and have your art displayed in the LLD lobby! We'll also host a JOYFUL reception for the artists on **April 24!** We supply the materials. *Interested?* Check the **April 11** online calendar description for details!

The LLD is hosting a door decorating contest during National Library Week, and YOU can vote for the most creative display. Pick up a ballot in the main lobby & receive a sweet treat when you vote!



777 Front Street, Lisle, IL 60532  
630-971-1675

## April 2026 Assistant Director Report Facility/Meetings

- PIC Training- Mar 23, 25, 27
- Event Team- Mar 26, Apr 9
- IBS- Mar 27 Apr 3, 10
- Backflow Testing- Apr 6
- NIR Roof Repair- Apr 10

### **BAS:**

IBS has been coming out to the Library to work on outstanding issues with the building automation system. We are working methodically through the entire system to ensure that all issues are resolved before the project is officially completed.

### **Plumbing:**

Annual backflow testing was completed on April 6. Of the four backflow devices, one failed the test and needs to be repaired. Scheduling will be coordinated through our fire and burglar safety device provider, Johnson Controls.

### **Roof:**

During the semi-annual inspection last month, an exhaust pipe with flashing issues was identified. While the flashing has not yet caused any problems, it is only a matter of time until leaks could occur. A tech from NIR will be out by the end of the month to remove the old flashing and properly install new flashing around the pipe.

### **Staffing:**

After three months of employment, full time paraprofessional staff and librarians are eligible to be "Person In Charge" of PIC. When I schedule training for new PICs, I also open the training up to all current PIC staff who would like a refresher. In this series of sessions, two new PICs were trained, and 7 current PICs requested re-training.

### **Event Team:**

The Event Team met several times to plan two upcoming library-wide events, National Library Week and Summer Read Kickoff. National Library Week will run from April 19-25, with events including an author presentation by Mary Kubica, an Elephant and Piggie Storytime, and a "Find your Joy" community art exhibit. Planning for Summer Read will be finalized soon.

Respectfully Submitted,  
Will Savage



Assistant Director

## Adult Services Quarterly Report January-February-March 2026

### January

January brought the conclusion of our annual Winter Read program. In honor of the LLD's 60<sup>th</sup> anniversary, this year's prize for adults was a calendar featuring Library photographs (both historic and current). Our calendars also highlight LLD events, such as National Library Week and Summer Read Kick-Off, so patrons can easily save important dates. In terms of the reading program, *Atmosphere* by Taylor Jenkins Reid, *Gone Before Goodbye* by Harlan Coben, and *Exit Strategy* by Lee Child were the most popular books read among adult patrons.

The Adult Services team kicked off the new year with some very popular programming. Arts, Culture, & Education Programming Librarian, Xavier Duran, hosted a trivia night for approximately 60 patrons. Now a regular program offering, Xavier's trivia draws quite the crowd with registration filling quickly and patrons calling the day of the event asking to be "squeezed in." This is an excellent reminder that while many patrons attend Library programming for educational purposes, we continue to see an increased interest in programs that focus on socialization and human connection. Speaking of educational programming- Lori Cummins' technology class, *iPhone Fundamentals*, was well attended and deeply appreciated by patrons. I am proud of this team for understanding that the Library is our community's trusted information center and for providing quality instruction on practical topics.

### February

In partnership with the Museums at Lisle Station Park, the LLD presented the Chicago Author series. This collection of four programs each feature a local author who presents on the "history and culture" of our community and briefly discusses their book. These events have been exceptionally well attended. The Morton Arboretum's Director of the Herbarium and Lead Scientist in Plant Systematics, Andrew L. Hipp, drew a particularly large crowd. I am so pleased to host these events and I greatly value the opportunity to partner with Museum Curator- Grace Holzhaeuer. Grace has been a delight to work with and this successful program series exemplifies the value of community partnerships.

The AS team undertook a large-scale digitization project during the month of February. The LLD has a very large collection of physical local history documents- primarily old issues of *The Lisle Township Sun* (a newspaper that stopped printing in the 1990s). Staff scanned old newspapers, classified directories, maps, and other materials. The quantity of items scanned was staggering and it took all ten staff members chipping in to complete the project. Boxes upon boxes of material were digitized, allowing us to respectfully dispose of paper copies. Some of these materials were 60+ years old and staff had to be extremely diligent in handling the items with care. This was a huge project on top of our regular duties and I'm pleased to report that these documents have been responsibly backed up digitally.

### March

Our department proudly launched two new database offerings in March- *The Wall Street Journal* and *The New York Times*. While we previously had a subscription to *The Wall Street Journal* from a vendor called ProQuest, that product was not very user-friendly as patrons couldn't browse particular issues. Rather, they had to know the title/date/author of a specific article in order to access it. This was not

conducive for patrons who simply wanted to read the daily news. We have now moved our subscription over to Dow Jones directly and the new interface is significantly easier to use. Patrons have full access to *The Wall Street Journal* online and can also access news archives. Additionally, I started a subscription to *The New York Times* including an “All Access” package which gives patrons access to News, Games, Cooking, Audio, Wirecutter, and The Athletic. I am so proud to offer these popular resources to our patrons. I would be remiss not to mention that both of these new databases use a “code redemption” system in order for patrons to access the product via the Library’s subscription. Setting up the code redemption system on our website took many months of research and troubleshooting. I am profoundly grateful to our IT Director, Sandy Hayes, who worked tirelessly to make this work for our patrons.

Respectfully Submitted,

Elizabeth Hopkins

# Youth Services Report—Third Quarter 2025

## News:

- On Feb. 27 Librarian Isolda Page presented to Lisle Area Public School Library staff during a district-wide Staff Development Day on the topic of Collaboration between Public and School Librarians.
- Lisle Library collaborated with Morton Arboretum for a series of two nature-themed storytimes followed by a nature-related craft project.
- Youth Services offered our first Sensory Storytime aimed at families with children on the Autism Spectrum. This storytime will be offered on a bi-monthly basis moving forward.
- Librarians Emily Walker and Isolda Page continued to collaborate with Stacey Weeks at Lisle Elementary on their Battle of the Books Competition.

## Programs:

- Our monthly evening pajama storytimes continue to be a popular program option for family's unable to attend our AM storytimes. The themes included "Happy Hearts" and "Spring Flowers".
- Funday Afternoons explored a number of stem topics with high interest experiments including slime, squishy circuits, and basic coding.

### Youth Book Clubs and Reading Programs

The *Books and Banter* group for Grades 7-10 read and discussed the following titles with staff members Emily Walker and Isolda Page:

- *Red Queen* by Victoria Aveyard
- *Tokyo Ever After* by Emiko Jean
- *Cinderella is Dead* by Kalynn Bayron

*PageTurners* participants read titles of their choosing on the following topics:

- Apollo: Music
- Aphrodite: Love and Beauty
- Persephone: Spring and Flowers

The *Check 'Em Out* group for Grades 4-6 read and discussed the following titles with Emily Walker and Isolda Page:

- *The Greenglass House* by Kate Milford
- *The Miscalculations of Lightning Girl* by Stacey McAnulty
- *More to the Story* by Hena Khan

## Displays

Youth Services staff Mallory Caise, Joann Sheahan, and Lexy Twidell prepared displays for the following topics:

- Winter Wrapped Books
- Women's History Month
- Black History Month
- Winter Read
- Think Green
- Youth Arts and Crafting
- Fall in love with a book

- Presidents Day
- Female Artists
- Funny Books
- MLK day
- Trivia Fun

### **Sidewalk Stories**

The following were featured in our Library Sidewalk Stories walk, prepared and installed by LLD staff Joann Sheahan and Lexy Twidell:

- January: *I Don't Want to Hibernate* by Anna Ouchchy; illustrated by Raahat Kaduji
- February: *How My Family Says I Love You* by Yvonne Sewankambo; illustrated by Aurore McLeod
- March: *Finding Wild* by Megan Wagner Lloyd; illustrated by Abigail Halpin

### **Community Outreach Highlights:**

Youth Services staff Katie McMahon and Isolda Page performed outreach storytimes at the following organizations and interacted with a total of **980** children in the community during the third quarter:

- Lisle Elementary
- Gentle Learning Preschool
- St. Joan of Arc School
- Pathway Connections
- Bright Horizons
- Chesterbrook Academy
- Kindercare on College Ave
- Joy of Learning

### **Professional Development:**

- YS Librarians are currently serving on the following professional committees or groups:
  - Katie McMahon is a member of the Monarch Award Selection Committee.
  - John Ferrari attended a number of educational webinars regarding digital Databases for youth patrons.

Respectfully Submitted,  
John Ferrari, Director of Youth Services

# Circulation Services Quarterly Board Report

## 3<sup>rd</sup> Quarter FY25/26

### Patron Service Best Practices Plan & Quality Control

In February, I led a productive meeting for staff who assist patrons at the Circ. Desk (Circ. Desk Staff) about providing quality patron service, and we also went over several Circ. Dept. operational topics. We discussed our shared service delivery standards, which we have been using since January 2025, including: focused attentiveness, active listening, being sincere, and taking responsibility and initiative. In addition, there were conversations about shared duties and improving efficiency regarding using our automated material handler near the Circ. Desk.

### Circ. Pages Update

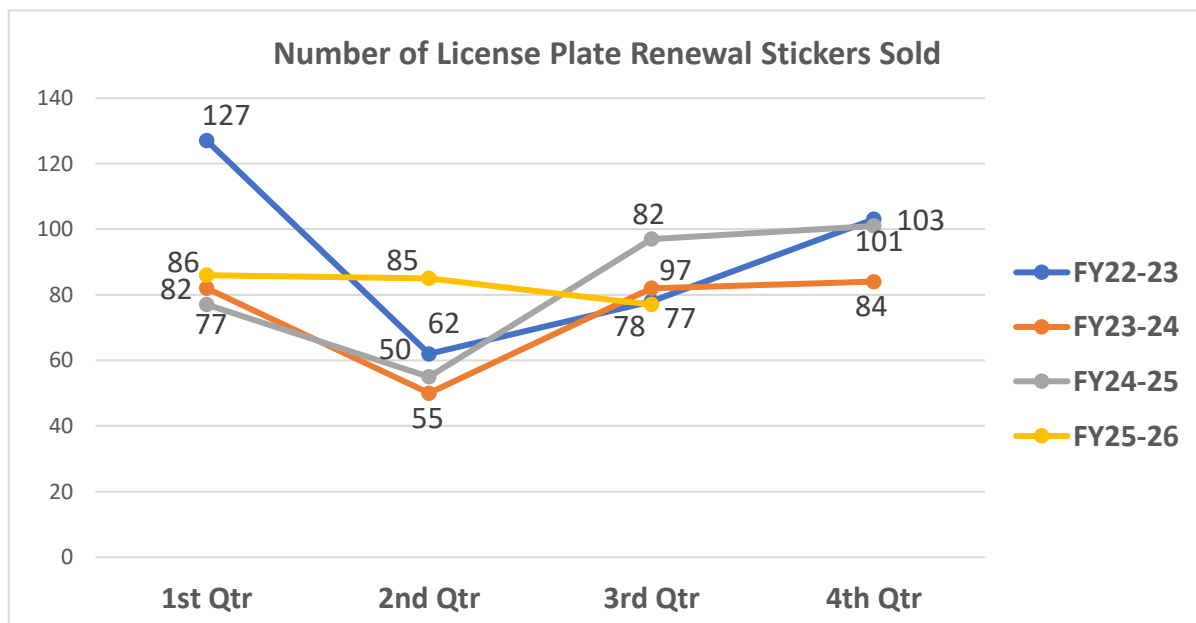
Since February 2025, all Circ. Pages have been responsible for the organization of what was formerly brand-new locations of materials and layouts of shelves in Youth Services for Board Books, Launchpad Tablets, Playaway Mini-Tablets, Video Games, and various book collections. I am pleased to report that the Director of Youth Services, John Ferrari, has remarked to me multiple times that he is delighted with the quality and timeliness of shelving and organizing work by the Circ. Pages.

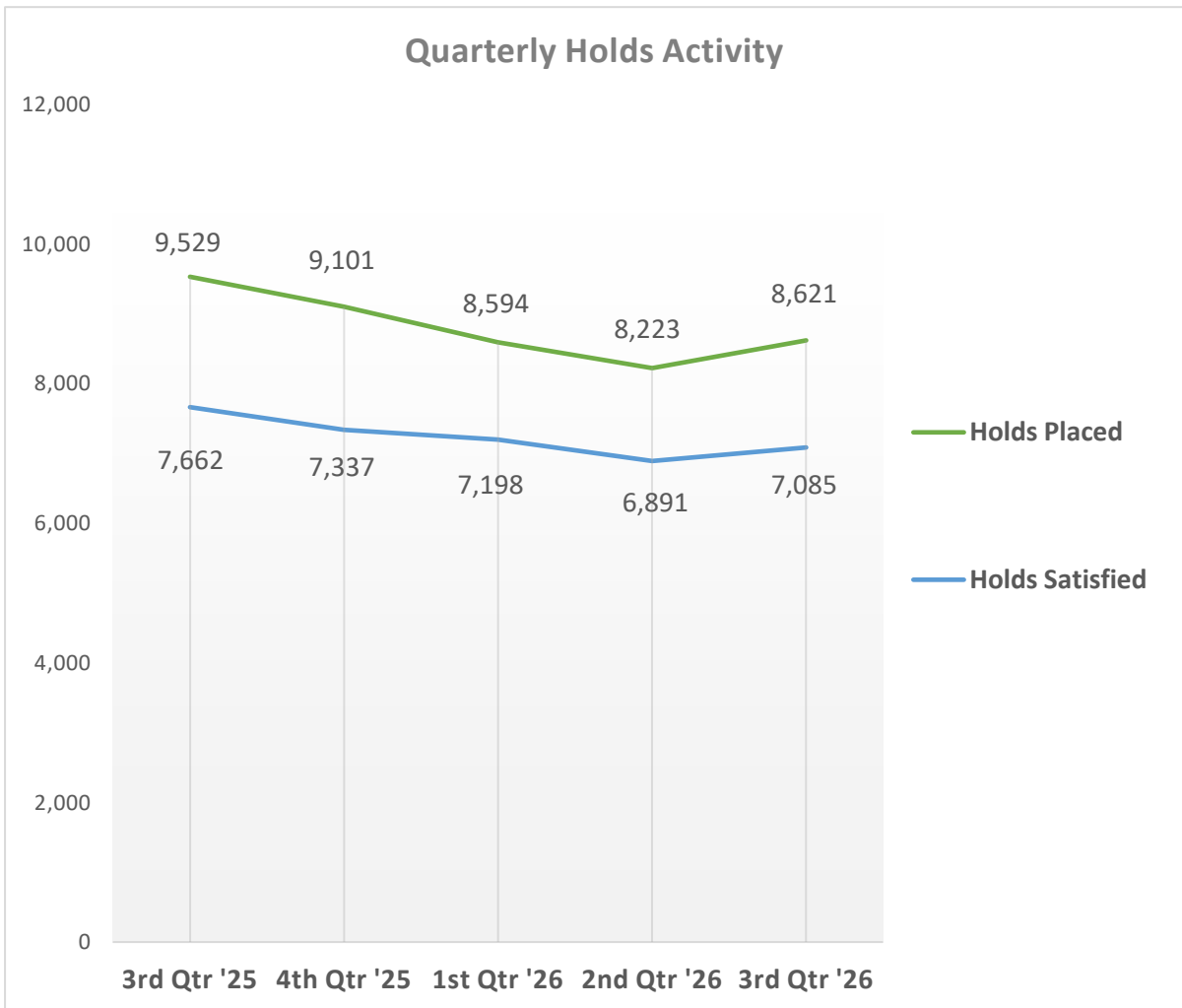
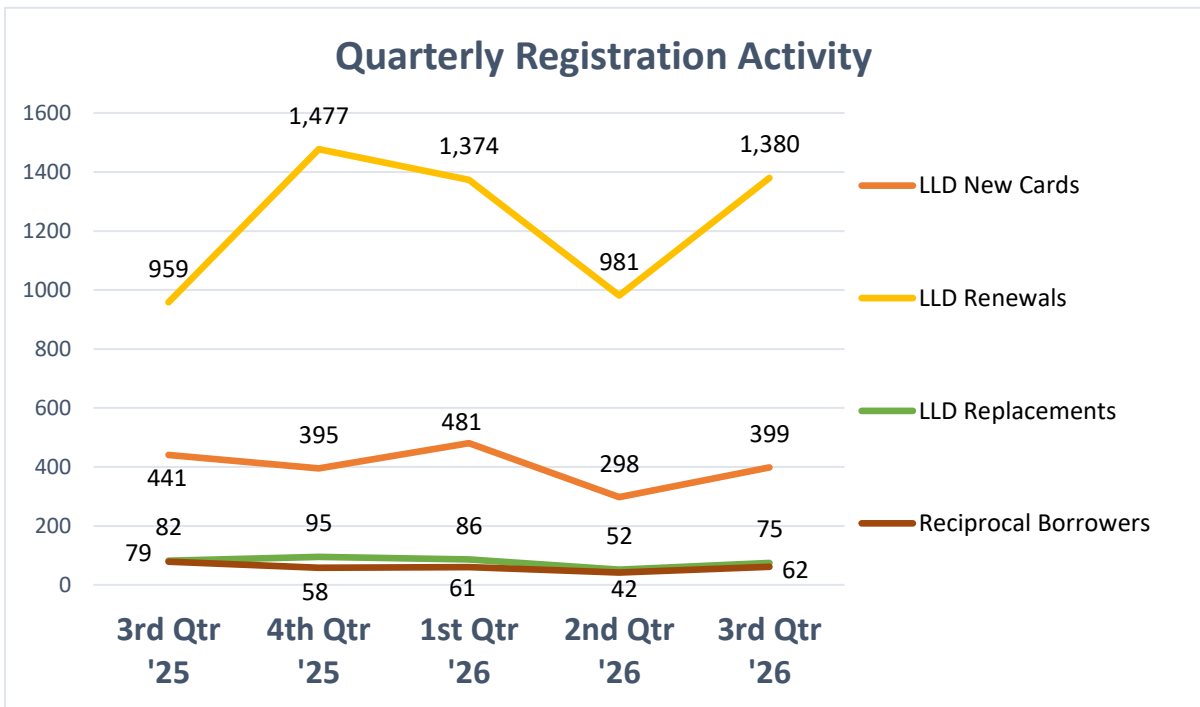
### Patron Registration Procedures

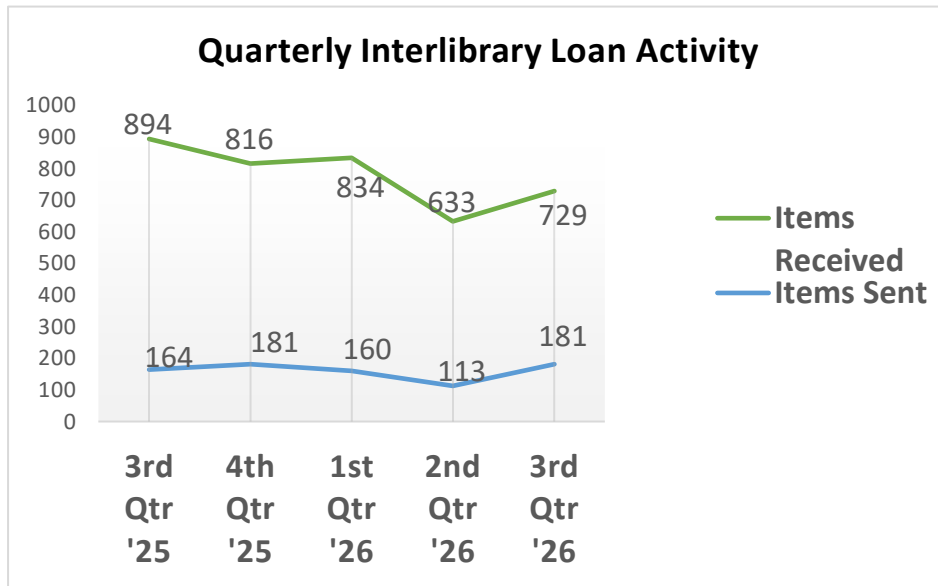
In March, Circ. Paraprofessional Stephanie and I led a meeting to discuss patron registration procedures. As the lead staff person in the Circ. Dept. responsible for providing patron registration guidelines and reporting, Stephanie highlighted important responsibilities. For example, Circ. Desk Staff all have to enter patron addresses, phone numbers, and email addresses in the appropriate format into our integrated library system, Polaris. Staff need to be unified with all of our procedures. So, this meeting was just one of many we have held and will hold in the future for continued quality assurance purposes.

### Illinois License Plate Renewal Stickers

During this quarter, 77 stickers were sold.







Respectfully Submitted by,

Paul Hurt, Director of Circulation Services

## TECHNICAL SERVICES 3<sup>rd</sup> QUARTER FY2025/2026

ByWater Solutions Inc provides an updated version of Aspen, our discovery catalog, monthly. These releases represent months of development spearheaded by community gatherings where all Aspen users provide feedback from library staff and patrons about requested improvements to current features and the feasibility of a newly requested component. The newest release is live for LLD and has many exciting new enrichments:

- Horizontal format display in search results.
- If more than one edition/issue is available when placing a hold, patrons can select a specific edition/issue.
- Robust sorting and faceted filtering for Saved List.
- Picture Book is now a separate format from Book.
- Added saved search email notification preference to patron account settings. This option triggers an automatic email to go out when a saved search receives updates.
- Full integration of Gale databases with Aspen

LLD receives praise! In February, ByWater Solutions organized a showcase of how libraries utilize various features of Aspen and asked for library partners to vote on our favorites. LLD won for Best Browse Categories:

*“The Lisle Library District has built out an impressive selection of Browse Categories that showcase the library’s collection and taps into current events and trends”*

In addition to praise from our peers, we also received a Bluetooth speaker, which will be utilized in programs at the LLD.

Respectfully submitted by Laura Murff, Director of Technical Services

## MATERIAL ADDED THIS QUARTER

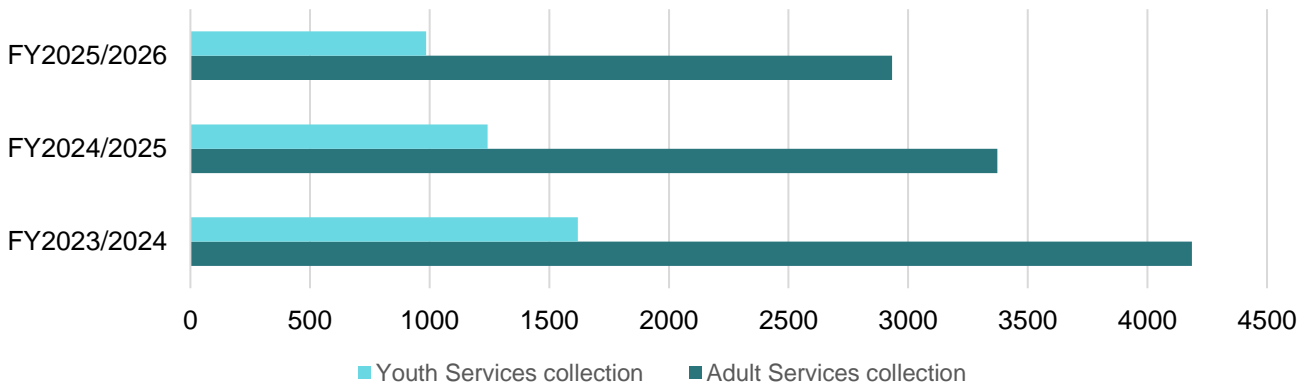
### Adult Services Collection

AS Fiction Books	1151
AS Non-Fiction Books	1183
AS Audio/Visual	432
AS Periodicals	542
<b>Adult Services Total</b>	<b>3308</b>

### Youth Services Collection

YS Fiction Books	715
YS Non-Fiction Books	255
YS Audio/Visual	33
YS Periodicals	33
<b>Youth Services Total</b>	<b>1036</b>

Material Added 3rd Quarter Comparison of FY2023/2024 and  
FY 2024/2025 and FY 2025/2026



Comparison of Titles Ordered to Titles Recieved  
FY 2025/2026



## 2026/2027 DRAFT LLD WORKING BUDGET

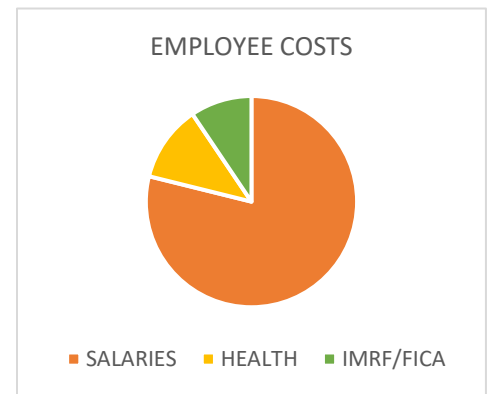
The Draft 26/27 LLD Working Budget covers projected expense and revenue categories. LLD Administrative staff have compiled this data. Administration has consulted with department managers regarding departmental requests. The LLD's financial advisors and other outsourced professionals have reviewed this data and provided their recommendations.

### EXPENSE CATEGORIES

#### EMPLOYEE

Salaries and health care benefits represent the largest budgeted (and actual) expenditure in the Corporate Fund. ILA's Standards for Illinois Public Libraries manual references that salaries alone can comprise up to 60% of the budget. Salaries plus benefits can comprise up to 70% of the budget.<sup>1</sup>

The LLD currently employs 51 staff, half of which receive health insurance. Total employee costs include performance increases. The LLD shows that salaries comprise 50% of total budgeted expenses. Salaries plus health benefits comprise 57.5% of budgeted expenses. Salaries plus health, IMRF, and FICA comprise 63.5% of budgeted expenses. The LLD is well within ILA Standard recommendations.



**SUMMARY: Total budgeted employee costs show an increase of 4.28% from the prior year**

#### BUILDING

Building costs include all utilities, maintenance contracts such as landscaping/HVAC/elevators, cleaning services, rubbish removal, phone system, as well as non-contractual building repair work. The building cost line total shows an increase of 9.77%. This budget to budget increase is primarily due to the recent extremes in pricing for utilities, as well as an increased projection for upgraded cleaning services for the LLD.

**SUMMARY: Total budgeted building costs show an increase of 9.77% from the prior year**

#### OPERATING

Operating costs include postage, printing, banking fees, and processing. The operating cost line total shows an increase of 3.19%. Projected expenses align with inflationary projections, similar to last year's request.

**SUMMARY: Total budgeted operating costs shows an increase of 3.19% from the prior year**

---

<sup>1</sup> The library compensates staff in a fair and equitable manner. Salaries alone typically account for up to 60 percent of the total budget. Salaries plus fringe benefits (FICA pension and health insurance) account for up to 70 percent. (Pg. 9: Serving Our Public 4.0; Standards for Illinois Public Libraries, 2019).

To: LLD Board of Trustees  
From: Tatiana Weinstein, LLD Director  
Date: April 10, 2026

### **INSURANCE**

Insurance costs this year include property damage, and workers compensation. This category shows an increase of 2.44% per the recommendation of the LLD's risk agency, LIRA. *Please note that comparisons with audited actuals and projected unaudited actuals presents a discrepancy in line item totals (calendar year vs fiscal year).*

**SUMMARY: Total budgeted insurance costs show an increase of 2.44% from the prior year**

### **CONTRACTUAL**

Contractual costs include attorney fees, audit costs, investment agency fees, outsourced IT services, IT licensing, and payroll charges. IT licensing costs/contracts may extend beyond one year. Those expenses will be audited into the next fiscal year. Other lines reflect general, professional services increases. Investment agency expenses are based on the amount invested.

**SUMMARY: Total budgeted contractual costs show an increase of 1.16% from the prior year**

### **PERSONNEL DEVELOPMENT**

Personnel Development costs include staff and Trustee dues, conference attendance, continuing education/training, and staff recognition. The proposed decrease is primarily due to not receiving requests for formal certifications/degrees from departments for the forthcoming year and the ability to provide training opportunities via webinar (less expensive than in-person conferences).

**SUMMARY: Total budgeted personnel dev costs show a decrease of 9.47% from the prior year**

### **EQUIPMENT**

Equipment costs include the Polaris database and overlay, technology purchases, minor facility fixtures/gear, and minor repairs. This category shows a 9.26% increase to reflect the actual expenditures in the technology hardware category for 25/26 and to support hardware purchases in 26/27.

**SUMMARY: Total budgeted equipment costs show an increase of 9.26% from the prior year**

### **LIBRARY MATERIALS**

Library Materials costs include all physical materials, digital content, and interlibrary loan costs. This line an increase of 1.9%.

**SUMMARY: Total budgeted materials costs show an increase of 1.90% from the prior year**

### **PROGRAMS**

The Programs category includes all LLD programs, community relations costs, and supplies for such activities. Programs include community-wide events, Summer Read, Fall Fest, Winter Read, National Library Week, and preparatory work for the programs. The LLD has spent within budgeted expenses year over year. No increase is requested.

**SUMMARY: Total budgeted programs costs remain flat**

To: LLD Board of Trustees  
From: Tatiana Weinstein, LLD Director  
Date: April 10, 2026

## **CONTINGENCY**

**SUMMARY: Total budgeted contingency costs remain flat**

### **RESTRICTED**

The Restricted Expenses category includes restricted Corporate and supplemental IMRF expenses. Restricted operating costs include Illinois Per Capita Grant, other grants (LLD has applied for a State Technology Grant), gifts, debt repayment, and transfers to Special Reserve. Restricted IMRF expenses allow for supplemental funding. IMRF funding is healthy, thus no increase is requested. Transfer to Special Reserve shows a significant increase as the LLD is planning to develop the Kingston Lot. Transfers will occur monthly (not in one lump sum) per Investment Advisor instruction.

**SUMMARY: Total budgeted restricted costs show an increase of 358.53% from the prior year**

### **SPECIAL RESERVE**

Special Reserve expenses include capital improvement project costs, emergency expenses, and facility enhancements. This category shows a 22.22% increase due to the professional and outdoor development costs for the Kingston lot as well as a budgeted allowance for a server room generator.

**SUMMARY: Total budgeted special reserve costs show an increase of 22.22% from the prior year**

## **REVENUE CATEGORIES**

### **CORPORATE**

The tax levy was increased per CPI and the categories of personal property replacement tax and interest income projections were provided by the LLD's financial advisors. The LLD anticipates an increase in TIF surplus as the UTI TIF will sunset. These factors contribute to a projected 5.52% increase in corporate revenue.

**SUMMARY: Total budgeted corporate revenues show an increase of 5.52% from the prior year**

### **IMRF**

The IMRF levy was increased due to increased IMRF rates. Every calendar turn, the LLD receives an updated rate for IMRF, which affects how the LLD levies for this fund.

**SUMMARY: Total budgeted IMRF revenues show an increase 9.7% from the prior year**

### **FICA**

The FICA Fund shows a negligible increase. This increase aligns with Social Security/Medicare rates and increased interest revenue.

**SUMMARY: Total budgeted FICA revenues show an increase of .44% from the prior year**

To: LLD Board of Trustees  
From: Tatiana Weinstein, LLD Director  
Date: April 10, 2026

### **SPECIAL RESERVE**

The Special Reserve Fund shows a significant increase due to the transfer of Corporate funds to Special Reserve for the Kingston Lot Capital Project.

**SUMMARY: Total budgeted SR revenues show a 686.82% increase from the prior year**

---

### **BUDGET RECAP**

**EXPENSES:** The LLD Working Budget shows a reasonable 4.98% increase in projected operating expenditures from budget to budget. This increase accounts for anticipated inflation, potential staffing changes, and flexibility for additional operational or service needs. Budget to budget, this amounts to \$236,571.30. With the dynamic increases in prices and instability in the investment markets this past year, it reinforces having flexible account lines where necessary. These lines include, but aren't limited to, utilities, technology, and professional service categories. Similarly, the LLD plans to allow for flexibility within the Budget and Appropriation Ordinance in the fall. Historically, the LLD has spent within or below its overall budgeted parameters year after year.

**REVENUES:** The LLD shows a budget to budget increase of 5.40% in projected operating revenue. Budget to budget, this amounts to \$262,550. LLD's financial advisors and outsourced professionals have provided recommendations. County determinations also factor into the budgeted tax lines. Earned interest income, amounts of potential grant funding, and other desk income (dependent on use) is prudently estimated.



In sum, the LLD FY26/27 Working Budget is a balanced budget, as expenditures are expected to remain below revenue amounts. Projected operational expenses vs. revenues shows a positive \$130,778.70 differential. The LLD maintains a conservative approach to budgeting while making practical financial decisions throughout the fiscal year. This approach ensures that the LLD's annual financial transactions are representative, responsible, and relevant to the diverse needs of the District. The LLD has applied for various grants to supplement its revenue sources. Relevant grants are reflected in the projected revenues and expenditure account lines within the FY26/27 Working Budget.

**EXPENSES - DRAFT**

Funds	EXPENSES	AUDITED ACTUALS 24-25	Actuals YTD Thru March 31, 2026	BUDGET 25-26	BUDGET 26 - 27	"+/-" From 25 - 26
CORPORATE	<b>EMPLOYEE COSTS</b>					
	SALARIES	\$ 2,298,620.26	\$ 1,738,273.50	\$ 2,396,000.00	\$ 2,502,109.89	4.43%
	HEALTH INS/UNEMP	\$ 316,710.40	\$ 239,920.18	\$ 350,000.00	\$ 371,000.00	6.00%
	<b>TOTAL SALARY+INS</b>	<b>\$ 2,615,330.66</b>	<b>\$ 1,978,193.68</b>	<b>\$ 2,746,000.00</b>	<b>\$ 2,873,109.89</b>	<b>4.63%</b>
IMRF	IMRF EXP	\$ 77,751.64	\$ 72,017.36	\$ 112,900.00	\$ 108,000.00	-4.34%
FICA	FICA EXP	\$ 171,722.14	\$ 130,001.90	\$ 183,300.00	\$ 191,411.41	4.43%
	<b>TOTAL EMP COSTS W BENEFITS</b>	<b>\$ 2,864,804.44</b>	<b>\$ 2,180,212.94</b>	<b>\$ 3,042,200.00</b>	<b>\$ 3,172,521.30</b>	<b>4.28%</b>
	<b>BUILDING COSTS</b>					
CORPORATE	INTERNET/INET	\$ 7,435.00	\$ 5,185.00	\$ 7,300.00	\$ 7,500.00	2.74%
	PHONE	\$ 21,610.07	\$ 14,887.26	\$ 21,000.00	\$ 22,000.00	4.76%
	GAS	\$ 8,368.03	\$ 8,099.40	\$ 10,000.00	\$ 12,000.00	20.00%
	SEWER/WATER	\$ 2,340.99	\$ 2,501.56	\$ 3,500.00	\$ 3,500.00	0.00%
	ELECTRICAL	\$ 40,705.79	\$ 33,082.65	\$ 40,000.00	\$ 46,000.00	15.00%
	<b>MAINT. CONTRACTS</b>					
	HVAC	\$ 5,022.09	\$ 9,632.62	\$ 12,500.00	\$ 15,000.00	20.00%
	CLEANING/PESTS	\$ 43,800.58	\$ 42,555.52	\$ 60,000.00	\$ 65,000.00	8.33%
	LANDSCAPE	\$ 36,127.00	\$ 30,570.00	\$ 40,000.00	\$ 40,000.00	0.00%
	<b>NON-CONTRACT REPAIRS</b>	<b>\$ 69,256.38</b>	<b>\$ 75,763.17</b>	<b>\$ 75,000.00</b>	<b>\$ 85,000.00</b>	<b>13.33%</b>
	RUBBISH REMOVAL	\$ 3,670.70	\$ 2,771.94	\$ 4,000.00	\$ 4,000.00	0.00%
	<b>TOTAL</b>	<b>\$ 238,336.63</b>	<b>\$ 225,049.12</b>	<b>\$ 273,300.00</b>	<b>\$ 300,000.00</b>	<b>9.77%</b>
	<b>OPERATING COSTS</b>					
CORPORATE	POSTAGE/SHIPPING	\$ 15,066.53	\$ 16,264.77	\$ 15,000.00	\$ 17,000.00	13.33%
	PRINTING	\$ 24,148.52	\$ 21,310.33	\$ 24,000.00	\$ 26,000.00	8.33%
	<b>SUPPLIES/PROCESSING</b>	<b>\$ 70,539.55</b>	<b>\$ 51,209.08</b>	<b>\$ 75,000.00</b>	<b>\$ 75,000.00</b>	<b>0.00%</b>
	BANK/NOTICES	\$ 6,918.30	\$ 5,056.30	\$ 8,000.00	\$ 8,000.00	0.00%
	LOCAL TRAVEL	\$ 50.29	\$ 14.10	\$ 400.00	\$ 300.00	-25.00%
	<b>TOTAL</b>	<b>\$ 116,723.19</b>	<b>\$ 93,854.58</b>	<b>\$ 122,400.00</b>	<b>\$ 126,300.00</b>	<b>3.19%</b>

**EXPENSES - DRAFT**

FUNDS	AUDITED ACTUALS 24-25	Actuals YTD Thru March 31, 2026	BUDGET 25-26	BUDGET 26 - 27	"+/-" From 25 - 26
	<b>INSURANCE COSTS</b>				
CORPORATE	\$ 986.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00	0.00%
Insurance billed on the calendar year					
	\$ 46,967.31	\$ 73,388.15	\$ 57,000.00	\$ 58,000.00	1.75%
	PROP. DAMAGE (ALL PERIL)				
	\$ 0.00	\$ 178.71	\$ 200.00	\$ 0.00	0.00%
	NOTARY BOND				
	\$ 4,586.50	\$ 7,308.50	\$ 7,200.00	\$ 8,000.00	11.11%
	WORKERS COMP				
	\$ 52,539.81	\$ 81,875.36	\$ 65,600.00	\$ 67,200.00	2.44%
	TOTAL				
	<b>CONTRACTUAL COSTS</b>				
CORPORATE					
	\$ 4,477.50	\$ 6,428.50	\$ 8,000.00	\$ 8,000.00	0.00%
	LEGAL SERVICES				
	\$ 594.55	\$ 366.85	\$ 700.00	\$ 700.00	0.00%
	COLLECTION AGENCY				
	\$ 135,520.57	\$ 140,836.64	\$ 160,000.00	\$ 160,000.00	0.00%
	OUTSRC ACCT/HR/IT				
	\$ 2,197.26	\$ 2,036.42	\$ 2,600.00	\$ 3,200.00	23.08%
	INVESTMENT AGENCY				
	\$ 3,492.65	\$ 7,071.78	\$ 4,200.00	\$ 4,400.00	4.76%
	ACCT LICENSE SOFTWARE				
	\$ 9,725.00	\$ 10,000.00	\$ 10,000.00	\$ 11,000.00	10.00%
	AUDIT				
	\$ 12,071.78	\$ 9,594.21	\$ 13,500.00	\$ 14,000.00	3.70%
	PAYROLL				
	\$ 168,079.31	\$ 176,334.40	\$ 199,000.00	\$ 201,300.00	1.16%
	TOTAL				
	<b>PERSONNEL DEVELOPMENT</b>				
CORPORATE					
	\$ 10,831.81	\$ 8,799.22	\$ 12,000.00	\$ 12,000.00	0.00%
	STAFF DUES/CONF				
	\$ 2,714.95	\$ 3,024.65	\$ 4,750.00	\$ 4,000.00	-15.79%
	MEMORIAL/RECOG				
	\$ 1,769.03	\$ 2,129.92	\$ 2,500.00	\$ 2,500.00	0.00%
	IN-SERVICE DAY				
	\$ 376.11	\$ 80.00	\$ 2,500.00	\$ 1,500.00	-40.00%
	CONT. ED				
	\$ 635.00	\$ 100.00	\$ 2,000.00	\$ 1,500.00	-25.00%
	TRUSTEE DUES/CONF/TRAIN				
	\$ 16,326.90	\$ 14,133.79	\$ 23,750.00	\$ 21,500.00	-9.47%
	TOTAL				
	<b>EQUIPMENT</b>				
CORPORATE					
	\$ 60,247.01	\$ 87,871.66	\$ 80,000.00	\$ 85,000.00	6.25%
	POLARIS				
	\$ 73,369.57	\$ 69,963.92	\$ 70,000.00	\$ 82,000.00	17.14%
	TECH				
	\$ 7,412.44	\$ 9,240.46	\$ 10,000.00	\$ 10,000.00	0.00%
	FACILITY				
	\$ 2,618.71	\$ 1,508.05	\$ 3,500.00	\$ 3,500.00	0.00%
	MINOR EQUIP				
	\$ 18,537.68	\$ 11,201.15	\$ 20,000.00	\$ 20,000.00	0.00%
	OTHER FAC MAINT/REPAIRS				
	\$ 162,185.41	\$ 179,785.24	\$ 183,500.00	\$ 200,500.00	9.26%
	TOTAL				

**EXPENSES - DRAFT**

FUNDS		AUDITED ACTUALS 24-25	Actuals YTD Thru March 31, 2026	BUDGET 25-26	BUDGET 26 - 27	"+/-" From 25 - 26
CORPORATE	<b>LIBRARY MATERIALS</b>					
	BOOKS	\$ 228,963.90	\$ 148,841.41	\$ 250,000.00	\$ 250,000.00	0.00%
	DATABASES	\$ 93,803.86	\$ 111,532.12	\$ 125,000.00	\$ 132,000.00	5.60%
	DOC DELIVERY/ILLS	\$ 25,321.99	\$ 25,727.46	\$ 27,000.00	\$ 29,000.00	7.41%
	AUDIO/VISUAL	\$ 207,336.90	\$ 161,273.32	\$ 205,000.00	\$ 208,000.00	1.46%
	PERIODICALS	\$ 23,843.42	\$ 24,139.01	\$ 25,000.00	\$ 25,000.00	0.00%
	<b>TOTAL</b>	\$ 579,270.07	\$ 471,513.32	\$ 632,000.00	\$ 644,000.00	1.90%
	<b>PROGRAMS</b>					
CORPORATE	LIB-WIDE PROGRAMS	\$ 31,025.04	\$ 16,233.06	\$ 32,000.00	\$ 32,000.00	0.00%
	COMM REL/SUPPLIES	\$ 13,053.76	\$ 14,596.62	\$ 18,000.00	\$ 18,000.00	0.00%
	<b>TOTAL</b>	\$ 44,078.80	\$ 30,829.68	\$ 50,000.00	\$ 50,000.00	0.00%
CORPORATE	<b>CONTINGENCY</b>		\$0.00	\$ 25,000.00	\$ 25,000.00	0.00%
	<b>RESTRICTED EXPENSES - OPERATING</b>					
CORPORATE	GIFTS	\$ 155.89	\$ 206.00	\$ 2,000.00	\$ 2,000.00	0.00%
	PER CAPITA GRANT	\$ 44,967.29	\$ 29,221.48	\$ 46,000.00	\$ 46,000.00	0.00%
	OTHER GRANTS	\$ -	\$ -	\$ -	\$ 40,000.00	*
	DEBT INTEREST EXPENSE	\$ 25,000.00	\$ 24,200.00	\$ 25,000.00	\$ 25,000.00	0.00%
	DEBT PRINCIPAL PAYMENT	\$40,000.00	\$ 40,000.00	\$ 40,000.00	\$ 45,000.00	12.50%
IMRF	SUPP IMRF PAYMENT	\$15,000.00	\$0.00	\$25,000.00	\$ 25,000.00	0.00%
	<b>SUBTOTAL</b>	\$ 125,123.18	\$ 93,627.48	\$ 138,000.00	\$ 183,000.00	32.61%
	TRANSFER TO SPEC RESRV	\$ 120,000.00	\$ 80,000.00	\$ 120,000.00	\$ 1,000,000.00	733.33%
	<b>TOTAL SPECIAL RESERVE</b>	\$ 120,000.00	\$ 80,000.00	\$ 120,000.00	\$ 1,000,000.00	733.33%
	<b>TOTAL RESTRICTED EXP - OPERATING</b>	\$ 245,123.18	\$ 173,627.48	\$ 258,000.00	\$ 1,183,000.00	358.53%
	<b>TOTAL BUDGET W/O TRANS TO SR</b>	\$ 4,381,820.65	\$ 3,547,215.91	\$ 4,754,750.00	\$ 4,991,321.30	4.98%
	<b>TOTAL BUDGET EXPENSES</b>	\$ 4,501,820.65	\$ 3,627,215.91	\$ 4,874,750.00	\$ 5,991,321.30	22.91%



**REVENUES - DRAFT**

FUNDS	REVENUES	Actuals 24 - 25	Actuals YTD Thru March 31, 2026	Budget 25 -26	BUDGET 26 - 27	"+/-" From 25 - 26 Budget
CORPORATE	TAX LEVY	\$ 4,282,944.97	\$ 4,408,416.79	\$ 4,401,300.00	\$ 4,540,000.00	3.15%
	TIF SURPLUS	\$ 139,588.36	\$ 69,067.21	\$ 40,000.00	\$ 100,000.00	150.00%
	PERS. PROP. REPLACEMENT TAX	\$ 24,827.26	\$ 17,179.51	\$ 22,500.00	\$ 22,500.00	0.00%
	TOTAL TAXES	\$ 4,447,360.59	\$ 4,494,663.51	\$ 4,463,800.00	\$ 4,662,500.00	4.45%
	INTEREST EARNED	\$ 89,041.02	\$ 66,391.89	\$ 60,000.00	\$ 65,000.00	8.33%
	UNREALIZED GN/LOSS INVSTMENTS	\$ 12,570.39	\$ 8,228.87	\$ 1,250.00	\$ 5,000.00	300.00%
	TOTAL INTEREST	\$ 101,611.41	\$ 74,620.76	\$ 61,250.00	\$ 70,000.00	14.29%
	OTHER INCOME					
	LOST MATERIALS	\$ 2,542.24	\$ 1,770.97	\$ 1,000.00	\$ 1,500.00	50.00%
	NON-RES FEES	\$ 886.02	\$ 308.93	\$ 900.00	\$ 500.00	-44.44%
	BOOK SALE	\$ 2,473.60	\$ 1,929.39	\$ 4,000.00	\$ 3,000.00	-25.00%
	FINES/FEES	\$ 508.79	\$ (4.10)	\$ 1,000.00	\$ 500.00	-50.00%
	GIFTS UNRESTRICTED	\$ 792.64	\$ 393.56	\$ 2,000.00	\$ 2,000.00	0.00%
	GIFTS/GRANTS RESTRICTED	\$ -	\$ -	\$ 1,000.00	\$ 40,000.00	3900.00%
	EAR BUD SALES	\$ 617.00	\$ 442.75	\$ 700.00	\$ 700.00	0.00%
	COPIER INCOME	\$ 3,946.62	\$ 2,218.81	\$ 3,000.00	\$ 3,500.00	16.67%
	PRINTING INCOME	\$ 6,175.84	\$ 4,734.67	\$ 4,500.00	\$ 5,000.00	11.11%
	IL PER CAPITA GRANT	\$ 44,967.29	\$ 44,664.48	\$ 46,000.00	\$ 46,000.00	0.00%
	OTHER CORP INCOME	\$ 4,210.39	\$ 12,575.11	\$ 2,500.00	\$ 10,000.00	300.00%
	LICENSE STICKER SALES	\$ 2,508.50	\$ 1,935.75	\$ 2,500.00	\$ 2,500.00	0.00%
	TOTAL OTHER INCOME	\$ 69,628.93	\$ 70,970.32	\$ 69,100.00	\$ 115,200.00	66.71%
	<b>TOTAL CORPORATE FUND</b>	<b>\$ 4,618,600.93</b>	<b>\$ 4,640,254.59</b>	<b>\$ 4,594,150.00</b>	<b>\$ 4,847,700.00</b>	<b>5.52%</b>

**REVENUES - DRAFT**

FUNDS	REVENUES	Actuals 24 - 25	Actuals YTD Thru March 31, 2026	Budget 25 -26	BUDGET 26 - 27	"+/-" From 25 - 26 Budget
IMRF	TAX LEVY	\$ 50,085.74	\$ 80,774.37	\$ 80,800.00	\$ 89,000.00	10.15%
	PERS. PROP. REPLACEMENT TAX	\$ 1,432.85	\$ 991.46	\$ 1,250.00	\$ 1,250.00	0.00%
	TOTAL TAXES	\$ 51,518.59	\$ 81,765.83	\$ 82,050.00	\$ 90,250.00	9.99%
	INTEREST EARNED	\$ 3,009.91	\$ 1,825.81	\$ 2,500.00	\$ 2,500.00	0.00%
	TOTAL INTEREST	\$ 3,009.91	\$ 1,825.81	\$ 2,500.00	\$ 2,500.00	0.00%
	<b>TOTAL IMRF</b>	<b>\$ 54,528.50</b>	<b>\$ 83,591.64</b>	<b>\$ 84,550.00</b>	<b>\$ 92,750.00</b>	<b>9.70%</b>
FICA	TAX LEVY	\$ 176,010.31	\$ 177,082.27	\$ 177,200.00	\$ 178,000.00	0.45%
	PERS. PROP. REPLACEMENT TAX	\$ 225.12	\$ 155.78	\$ 150.00	\$ 150.00	0.00%
	TOTAL TAXES	\$ 176,235.43	\$ 177,238.05	\$ 177,350.00	\$ 178,150.00	0.45%
	INTEREST EARNED	\$ 5,023.79	\$ 3,606.15	\$ 3,500.00	\$ 3,500.00	0.00%
	TOTAL INTEREST	\$ 5,023.79	\$ 3,606.15	\$ 3,500.00	\$ 3,500.00	0.00%
	<b>TOTAL FICA</b>	<b>\$ 181,259.22</b>	<b>\$ 180,844.20</b>	<b>\$ 180,850.00</b>	<b>\$ 181,650.00</b>	<b>0.44%</b>
SPEC RESERVE	INTEREST EARNED	\$ 10,875.37	\$ 4,962.53	\$ 9,000.00	\$ 15,000.00	66.67%
	RESTR. TRANSFR FROM CORP.	\$ 120,000.00	\$ 90,000.00	\$ 120,000.00	\$ 1,000,000.00	733.33%
	<b>TOTAL SPECIAL RESERVE</b>	<b>\$ 130,875.37</b>	<b>\$ 94,962.53</b>	<b>\$ 129,000.00</b>	<b>\$ 1,015,000.00</b>	<b>686.82%</b>

**REVENUES - DRAFT**

BY FUND	Actuals 24 - 25	Actuals YTD Thru March 31, 2026	Budget 25 - 26	BUDGET 26 - 27	"+/-" From 25 - 26 Budget
CORPORATE	\$ 4,618,600.93	\$ 4,640,254.59	\$ 4,594,150.00	\$ 4,847,700.00	5.52%
IMRF	\$ 54,528.50	\$ 83,591.64	\$ 84,550.00	\$ 92,750.00	9.70%
FICA	\$ 181,259.22	\$ 180,844.20	\$ 180,850.00	\$ 181,650.00	0.44%
SPECIAL RESERVE	\$ 130,875.37	\$ 94,962.53	\$ 129,000.00	\$ 1,015,000.00	686.82%
TOTAL	\$ 4,985,264.02	\$ 4,999,652.96	\$ 4,988,550.00	\$ 6,137,100.00	23.02%
<b>TOTAL OP FUNDS W/O SPEC RES</b>	\$ 4,854,388.65	\$ 4,904,690.43	\$ 4,859,550.00	\$ 5,122,100.00	<b>5.40%</b>

# Vote Yes

# HB5236:

## The Digital Library Protection Act

***Publishers force libraries into short-term licenses that expire after a set number of checkouts, the book then disappears and must be repurchased at inflated prices.***

### WHAT DOES HB5236 DO?

- ✓ Safeguards patron privacy
- ✓ Ensures fair acquisition terms
- ✓ Restores digital equity
- ✓ Protects interlibrary sharing

### WORKING FAMILIES, STUDENTS, AND UNDERSERVED COMMUNITIES ARE LOSING ACCESS

Digital lending is often the **only** way these communities access materials.

# 662M+

eBooks borrowed nationally in 2023

\*up 19% in just one year

## TAX PAYER DOLLARS ARE VANISHING

HB5236 ensures fair acquisition terms so taxpayer investments build lasting collections.

# 3.9x

Library eBook VS. consumer cost

### Illinois's 50-Year Legacy of Library Leadership Is at risk

Publisher contracts prohibit interlibrary eBook loans, ban libraries from sharing contract terms, and block long-term digital preservation.

HB 5236 extends Illinois' commitment to library access into the digital age.