

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on August 14, 2024 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois.

Public Comment Prior to the Meeting: Citizens may provide public comment via email: library@lislelibrary.org or via the USPS mail addressed to: Public Comment/Administration, 777 Front Street, Lisle, IL 60532, by 3:00 pm on the meeting day.

Submitted comments will not be read aloud. Comments will be provided to the Board prior to the regular meeting and will become part of the meeting 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 August 14, 2024 - 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. Vice President Bartelli and Trustee Breihan reviewed the July billings in August
 - b. President Swistak and Trustee Martin will review the August billings in September
4. Consent Agenda - Action Required
 - a. Approve Minutes of the July 17, 2024 Board Meeting
 - b. Acknowledge Treasurer's Report, 07/31/24, Investment Activity Report, 07/31/24, Current Assets Report, 07/31/24, Revenue Report, 07/31/24, and Expense Report, 07/31/24
 - c. Authorize Payment of Bills, 08/14/24
5. Unfinished Business
 - a. Capital Improvement Project/Program
 - i. Monthly Program Status Update - CCS Report including progress, budget updates, and capital program/hvac schedule
 - ii. Vacant Lot Planning Discussion
6. Committee Reports
 - a. Finance
 - b. Personnel and Policy
 - c. Physical Plant
 - d. Strategic Planning
 - e. Committee to Review Minutes - Retire
7. Staff Reports
 - f. Director's Report
 - g. Assistant Director's Report
8. New Business
 - a. Approve tentative Budget and Appropriation Ordinance 24-06 (B&A) - Action Required
This is a tentative Budget and Appropriation Ordinance of such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Lisle Library District for the fiscal year beginning July 1, 2024 and ending June 30, 2025.
 - b. Accept Illinois Public Library Annual Report (IPLAR) - Action Required
Illinois public libraries are statutorily required to prepare an annual report to be submitted to the State Library as a condition of system membership. This is done via online submission of the IPLAR.
 - c. Semi-annual review of executive session minutes - Action Required

Six-month review of executive session minutes to release or to remain closed.

- d. Review of executive session recordings more than 18 months old - Action Required

Six-month review of executive session recordings to retain or destroy.

9. Executive Session

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

10. Opportunity for Trustee comments (five minutes)

Bartelli, Berry, Breihan, Larson, Martin, Sullivan, Swistak

11. Adjourn

LISLE LIBRARY DISTRICT
BOARD MEETING
July 17, 2024 - 7:00 p.m.

1. Roll call

Present:

Emily Swistak - President
Marjorie Bartelli - Vice President
Karen Larson - Treasurer
Liz Sullivan - Secretary
Vanessa Berry - Trustee
Debbie Breihan - Trustee

Absent:

Josh Martin - Trustee

Also present:

Tatiana Weinstein - Director
Will Savage - Assistant Director
Jackie Kilcran - Recording Secretary
Marc Rogers - CCS International Inc. [left the meeting at 7:20 p.m.]

2. Opportunity for visitors to speak - general public comment period - None

3. Assignments for reviewing monthly accounts payable

- a. Treasurer Larson and Trustee Martin reviewed the June billings in July
- b. Vice President Bartelli and Trustee Breihan will review the July billings in August

4. Consent Agenda - Action Required

- a. Approve Minutes of the June 19, 2024 Board Meeting
- b. Approve Minutes of the June 19, 2024 Executive Session
- c. Acknowledge Treasurer's Report, 06/30/24, Investment Activity Report, 06/30/24, Current Assets Report, 06/30/24, Revenue Report, 06/30/24, and Expense Report, 06/30/24
- d. Authorize Payment of Bills, 07/17/24

MOTION: Treasurer Larson moved to approve the Consent Agenda. Trustee Berry seconded.
Roll Call Vote - All Aye. The motion passed.

5. Unfinished Business

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

Mr. Rogers stated that the sealcoating has been completed. Camosy has received their final payout. There is one open invoice remaining for Sheehan, Nagle, Hartray Architects. Mr. Rogers will complete the final accounting of the project within the next 30 days.

- ii. Approval to go out for public bids for HVAC replacements - Action Required

Mr. Rogers explained two options for replacing HVAC equipment. The first option involves replacing all central and terminal equipment. The second option involves replacing only the central equipment.

The second option would require maintaining two software systems; one to run the central equipment and one to run the terminal equipment. It would also require the Library to utilize two separate vendors to maintain the HVAC system. Mr. Rogers suggested requesting bids for complete replacement with an opt-out option for terminal equipment replacement.

Mr. Rogers stated that one of the condensing units is at its end of life. However, all four condensing units use a type of refrigerant that is being phased out. Mr. Rogers suggested obtaining bids on replacing one condensing unit as well as bids to replace all four units to see which was most cost effective. Replacing all would also keep the units on the same maturity schedule.

After discussion, the Board agreed to obtain bids on both the BAS and the condensing units.

MOTION: Trustee Breihan move to approve the issuance of a public Request for Bid for a Building Automation System Replacement and for Condensing Unit Replacements. Treasurer Larson seconded. Roll Call Vote - All Aye. The motion passed.

Mr. Rogers left the meeting at 7:20 p.m.

6. Committee Reports

President Swistak stated that there have been no Committee meetings since the appointment of new members. She asked the new chairs if they wanted to say a few words.

- a. Finance - Trustee Breihan said she is excited to be part of the Committee.
- b. Personnel and Policy - Trustee Berry said she is excited and thanked President Swistak for the opportunity to Chair the Committee.
- c. Physical Plant - Vice President Swistak stated that Trustee Martin relayed to her that he is looking forward to chairing the Committee.
- d. Strategic Planning - Director Weinstein will be contacting members of the Committee in the near future to schedule the next meeting.

7. Staff Reports

- a. Director Weinstein stated that the LLD marched in Lisle's 4th of July Parade. She thanked the Trustees for participating. She attended an intergovernmental meeting at the Lisle Park District. Illinois Representative Terra Costa Howard will be at the Library for constituent meetings on July 23, from 10:00 a.m. to noon. The LLD will be participating in the National Night Out on August 6th. Director Weinstein also stated that she attended a meeting with the Village's event team regarding possible future events, such as a holiday event and a College of DuPage 2025 art event.

The LLD is hosting a Lisle Township donation box for personal care items in the lobby which will benefit community members in need. Annexation Ordinance 24-04 has been filed with the DuPage County Recorder. August 14, 2024 at 6:00 p.m. is the dedication of the Oak Study Room to the Lisle Woman's Club. All Trustees are welcome to attend.

The LLD experienced some power and technology outages as a result of the powerful storms in early July. The technology and electrical issues have been resolved. There was water seepage in the concrete foundation on the south wall of the building. Methods of repair are still being researched.

- b. Assistant Director Savage stated that a representative from DuPage County came to the LLD for voter registrar training. The LLD now has 9 staff members qualified to register patrons to vote. The LLD event team has finalized plans for Fall Fest which will take place on September 27th, from 5:00-7:00 p.m.

Assistant Director Savage stated that he continues to monitor the performance of the cleaning crew and feels progress is being made on the quality of service. Dhamer Plumbing was on site to address the automatic flushing sensors in the west end of the building. They also replaced a diaphragm in one of the family restrooms. Terrance Electric repaired the YS computer connections. They also repaired an inverter circuit that was overloaded. The cause of the overload was a defective bollard light in the pergola area. He is working with Marc Rogers to determine the warranty on the bollard. J and J Tree Service removed 13 damaged locust trees on the south side of the property.

8. New Business

- a. Approve Resolution 24-03: authorizing preparation and filing of the Budget and Appropriation Ordinance (B&A) - Action Required

MOTION: Secretary Sullivan moved to approve Resolution 24-03 a resolution authorizing the preparation and filing of the Budget and Appropriation, otherwise known as the B&A. Trustee Berry seconded.

Director Weinstein provided an explanation of Resolution 24-03: authorizing preparation and filing of the Budget and Appropriation Ordinance (B&A).

Roll Call Vote - All Aye. The motion passed.

- b. Approve Public Notice of Public Hearing on B&A - Action Required

MOTION: Treasurer Larson moved to approve the Public Notice of a Public Hearing on the Lisle Library District's B&A. Trustee Breihan seconded.

Director Weinstein provided an explanation of the Public Notice of Public Hearing on B&A.

Roll Call Vote - All Aye. The motion passed.

9. Opportunity for Trustee comments (five minutes)

Treasurer Larson had no comments.

Secretary Sullivan said she enjoyed the quarterly reports. She said she was impressed with the Global Language Storytime program. She was also thrilled to see that the LLD was a certified Monarch Butterfly Waystation.

Trustee Breihan said she appreciated the quarterly reports. She recommended having occasional in-person department director reports at Board meetings.

Trustee Berry said she attended the Craft & Coffee program. She said she thoroughly enjoyed it and mentioned that it was well attended. She stated that her son attended the Books and Banter program, and that he enjoyed the discussion. She is pleased with the wide variety of programming the LLD offers.

Vice President Bartelli said she enjoyed the 4th of July Parade. She stated that she also appreciated the quarterly reports. She acknowledged the Technical Services Department for reclassifying the YS non-fiction books.

President Swistak stated that she loved the 4th of July Parade and thanked the Trustees for participating.

10. Adjourn

MOTION: Secretary Sullivan moved to adjourn the meeting. Vice President Bartelli seconded.
Voice Vote - All Aye. The motion passed.

The meeting adjourned at 7:40 p.m.

Recorded by

Jackie Kilcran, Recording Secretary

Approved by the Board of Trustees on August 14, 2024.

Approved by

Liz Sullivan, Secretary of the LLD Board of Trustees

Treasurer's Report as of July 31, 2024

Fund Name	Cash Balance 07/31/24	Financial Assets % W/ Spec Res	Financial Assets % W/O Spec Res
Corporate	4,570,103.59	82.02%	91.71%
IMRF	161,200.61	2.89%	3.23%
FICA	252,047.76	4.52%	5.06%
Subtotals	4,983,351.96	89.43%	100.00%
Special Reserve	589,308.06	10.57%	0.00%
	5,572,660.02	100.00%	100.00%

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Treasurer

Date

INVESTMENT ACTIVITY

Company	INTEREST											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
IMET	13.97											13.97
Ethers-Inv Interest Pershing	2,009.83											2,009.83
Fifth Third Bank	3,108.68											3,108.68
Ukia Savings	217.11											217.11
Ukile CD 2635	464.04											464.04
Ukile CD 2659	957.30											957.30
IL Funds	407.72											407.72
US Bank-9853	10.25											10.25
US Bank-9370	3.07											3.07
TOTALS	7,191.97											7,191.97
Interest - Special Reserve Only	756.74											756.74
Interest - No Special Reserve Reflected	6,435.23											6,435.23
Totals	7,191.97											7,191.97

	INVESTMENTS											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Investment Maturities and Sales												0.00
Investment Purchases												0.00
TOTALS												

CURRENT ASSETS
AT FAIR MARKET VALUE
July 31, 2024

Fair Market Value on 7/31/24						
Checking Accounts						
Fifth Third Operating Acct					\$66,937.00	
Fifth Third Financial Now acct					\$3,249,117.10	
Fifth Third Financial-petty cash					\$574.81	
US Bank					\$24,722.03	
E commerce					\$46,141.43	
					\$3,387,492.37	
Money Markets						
Lisle Savings Bank					\$212,015.67	
IMET					\$3,241.33	
The Illinois Funds					\$90,402.94	
					\$305,659.94	
					\$10,254.32	
Ehlers Investments Pershing						
Investments						
Fixed Income						
US Treasury Bill	6/17/2024	57,000.00	98.673	0.00	56,243.56	9/19/2024
Empower Fed CR Union Syracuse	10/6/2023	248,000.00	99.990	5.80	247,985.20	10/7/2024
Lisle Savings Bank	1/16/2019	225,325.93	100.000	4.69	225,325.93	11/13/2024
Simmons Bk Pine Bluff	6/13/2024	243,000.00	100.000	5.40	243,000.00	12/17/2024
Key Bk Natl Assn Ohio CTF	6/13/2024	243,000.00	100.000	5.40	243,000.00	12/19/2024
US Bank	9/15/2018	249,999.99	100.000	2.50	249,999.99	1/15/2025
Freedom First Fed CR UN Roanoke	11/1/2023	200,000.00	98.679	4.80	197,841.98	4/14/2025
Lisle Savings Bank	7/11/2018	218,374.39	100.000	4.69	218,374.39	4/19/2025
Citibank Natl Assn	12/12/2023	150,000.00	99.950	4.80	149,964.45	12/12/2025
					\$1,869,253.39	
					\$5,572,660.02	
TOTAL CURRENT ASSETS						

TOTAL CURRENT ASSETS

Lisle Library District
For the One Month Ending July 31, 2024
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>
REVENUES					
TAX LEVY					
10-01-4411-00 Tax Levy - Corp.	\$ 35,275.30	\$ 35,275.30	\$ 2,238,548.38	\$ 4,280,000.00	0.82
40-01-4414-00 Tax Levy - IMRF	412.51	412.51	0.00	50,000.00	0.83
45-01-4415-00 Tax Levy - FICA	1,449.67	1,449.67	93,930.36	176,225.00	0.82
TOTAL TAX LEVY	37,137.48	37,137.48	2,332,478.74	4,506,225.00	0.82
TIF SURPLUS					
10-01-4455-00 TIF-Surplus Corp	0.00	0.00	0.00	35,000.00	0.00
TOTAL TIF SURPLUS	0.00	0.00	0.00	35,000.00	0.00
PERSONAL PROPERTY REPLACEMENT TAX					
10-01-4461-00 Personal Property Repl. Tax -	5,805.39	5,805.39	8,969.99	42,720.00	13.59
40-01-4462-00 Personal Property Repl. Tax -	335.05	335.05	517.68	2,470.00	13.56
45-01-4463-00 Personal Property Repl. Tax -	52.64	52.64	81.34	390.00	13.50
TOTAL PERSONAL PROPERTY REP	6,193.08	6,193.08	9,569.01	45,580.00	13.59
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	5,876.68	5,876.68	3,869.91	50,000.00	11.75
40-02-4475-00 Interest Earned - IMRF	214.79	214.79	190.85	2,500.00	8.59
45-02-4476-00 Interest Earned - FICA	343.76	343.76	228.15	3,500.00	9.82
TOTAL INTEREST INCOME	6,435.23	6,435.23	4,288.91	56,000.00	11.49
UNREALIZED GAIN/LOSS ON INVESTMENTS					
10-02-4526-00 Unrealized Gain/Loss on	1,873.16	1,873.16	1,518.04	6,000.00	31.22
TOTAL UNREALIZED GAIN/LOSS O	1,873.16	1,873.16	1,518.04	6,000.00	31.22
DESK INCOME					
10-03-4531-00 Lost Books	110.29	110.29	157.22	1,000.00	11.03
10-03-4536-00 Non-Resident Fees	298.11	298.11	0.00	800.00	37.26
10-03-4538-00 Book Sale	115.00	115.00	0.00	1,600.00	7.19
10-03-4540-00 Fines	61.74	61.74	28.79	1,000.00	6.17
TOTAL DESK INCOME	585.14	585.14	186.01	4,400.00	13.30
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	0.00	0.00	0.00	2,000.00	0.00
10-03-4560-00 Gifts - Restricted	0.00	0.00	0.00	2,000.00	0.00
10-03-4560-30 Gifts - Restricted - YS	0.00	0.00	0.00	0.00	0.00

Lisle Library District
For the One Month Ending July 31, 2024
Revenues - No Special Reserve reflected

	Current Month	Current Year to Date	Prior Year to Date	Current Annual Budget	% of Budget to YTD
10-04-4570-00	52.00	52.00	0.00	700.00	7.43
10-04-4573-00	5.10	5.10	533.56	3,500.00	0.15
10-04-4575-00	251.96	251.96	0.00	4,000.00	6.30
10-04-4583-00	44,967.29	44,967.29	44,664.48	46,000.00	97.75
10-04-4584-00	56.64	56.64	600.00	2,500.00	2.27
10-04-4585-00	174.00	174.00	290.00	2,500.00	6.96
10-05-4595-00	0.00	0.00	0.00	0.00	0.00
TOTAL UNRESTRICTED INCOME	45,506.99	45,506.99	46,088.04	63,200.00	72.00
TOTAL REVENUES	\$ 97,731.08	\$ 97,731.08	\$ 2,394,128.75	\$ 4,716,405.00	2.07

Lisle Library District
For the One Month Ending July 31, 2024
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	\$ 756.74	\$ 756.74	\$ 892.95	\$ 12,000.00	6.31
TOTAL INTEREST	756.74	756.74	892.95	12,000.00	6.31
70-04-4587-10 Restricted - Transfer from Cor	10,000.00	10,000.00	0.00	120,000.00	8.33
70-05-4680-00 Debt Certificate	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	10,000.00	10,000.00	0.00	120,000.00	8.33
TOTAL REVENUES	10,756.74	10,756.74	892.95	132,000.00	8.15

Lisle Library District
For the One Month Ending July 31, 2024
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>
ALL EXPENSES					
EMPLOYEE COSTS					
Salaries					
10-10-5603-10 Administrative - Reg. Hours	\$ 47,855.09	\$ 47,855.09	\$ 37,532.30	\$ 590,325.00	8.11
10-10-5603-20 Adult Services - Reg. Hours	45,957.98	45,957.98	31,385.03	555,600.00	8.27
10-10-5603-30 Youth Services - Reg. Hours	34,913.86	34,913.86	20,106.20	416,700.00	8.38
10-10-5603-50 Technical Services - Reg. Hour	23,747.42	23,747.42	15,203.68	289,375.00	8.21
10-10-5603-60 Circulation - Reg. Hours	38,805.14	38,805.14	24,810.72	463,000.00	8.38
Total Salaries	191,279.49	191,279.49	129,037.93	2,315,000.00	8.26
Health and Dental Ins.					
10-10-5621-10 Hosp. Ins. - Admin	4,700.49	4,700.49	4,235.95	67,305.00	6.98
10-10-5621-20 Hosp. Ins. - Adult Serv.	6,779.29	6,779.29	7,165.73	96,150.00	7.05
10-10-5621-30 Hosp. Ins. - YS	4,815.52	4,815.52	4,301.41	57,690.00	8.35
10-10-5621-50 Hosp. Ins. - Tech	3,885.01	3,885.01	2,656.58	41,665.00	9.32
10-10-5621-60 Hosp. Ins. - Circ	3,203.06	3,203.06	4,067.77	57,690.00	5.55
10-10-5622-10 Dental Ins. - Admin.	173.91	173.91	144.75	2,480.00	7.01
10-10-5622-20 Dental Ins. - Adult Serv	355.28	355.28	572.06	5,735.00	6.19
10-10-5622-30 Dental Ins. - YS	198.65	198.65	335.52	3,100.00	6.41
10-10-5622-50 Dental Ins. - Tech	178.47	178.47	316.26	2,325.00	7.68
10-10-5622-60 Dental Ins. - Circ	140.52	140.52	73.52	1,860.00	7.55
Total Health and Dental Ins.	24,430.20	24,430.20	23,869.55	336,000.00	7.27
Other Staff Benefits					
10-10-5646-00 Unemployment Compensation	398.58	398.58	0.00	4,000.00	9.96
10-10-5646-10 Tuition Reimbursement - Staff	0.00	0.00	0.00	0.00	0.00
Total Other Staff Benefits	398.58	398.58	0.00	4,000.00	9.96
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	3,617.57	3,617.57	2,823.63	45,390.00	7.97
45-10-5625-20 FICA Expense - Adult Serv.	3,400.04	3,400.04	2,288.50	42,720.00	7.96
45-10-5625-30 FICA Expense - Youth Services	2,633.82	2,633.82	1,505.52	32,040.00	8.22
45-10-5625-50 FICA Expense - Tech Servs.	1,778.45	1,778.45	1,136.21	22,250.00	7.99
45-10-5625-60 FICA Expense - Circulation	2,876.23	2,876.23	1,682.24	35,600.00	8.08
Total FICA Expenses	14,306.11	14,306.11	9,436.10	178,000.00	8.04
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	1,327.10	1,327.10	706.14	20,800.00	6.38
40-10-5628-20 IMRF Expense - Adult Servs	1,351.17	1,351.17	621.41	20,800.00	6.50
40-10-5628-30 IMRF Expense - Youth Services	979.98	979.98	363.49	14,400.00	6.81
40-10-5628-50 IMRF Expense - Tech Servs.	698.20	698.20	301.02	10,400.00	6.71

Lisle Library District
For the One Month Ending July 31, 2024
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>
40-10-5628-60 IMRF Expense - Circulation	872.25	872.25	368.76	13,600.00	6.41
Total IMRF Expenses	5,228.70	5,228.70	2,360.82	80,000.00	6.54
Total EMPLOYEE COSTS	235,643.08	235,643.08	164,704.40	2,913,000.00	8.09
BUILDING COSTS					
Utilities					
10-20-5650-00 Internet Service Provider	450.00	450.00	450.00	5,490.00	8.20
10-20-5651-00 Net	0.00	0.00	1,810.00	1,810.00	0.00
10-20-5652-00 Utilities - Phone	1,818.55	1,818.55	0.00	20,000.00	9.09
10-20-5653-00 Utilities - Gas	161.34	161.34	0.00	12,000.00	1.34
10-20-5654-00 Utilities - Sewer & Water	462.79	462.79	0.00	4,000.00	11.57
10-20-5655-00 Utilities - Electric	3,497.80	3,497.80	0.00	40,000.00	8.74
10-20-5656-00 Verizon	0.00	0.00	0.00	0.00	0.00
Total Utilities	6,390.48	6,390.48	2,260.00	83,300.00	7.67
Maintenance and Repairs					
10-20-5660-00 Maint Contracts - HVAC	0.00	0.00	0.00	5,000.00	0.00
10-20-5661-00 Maint Contracts - Maint. Servi	3,152.56	3,152.56	171.27	40,000.00	7.88
10-20-5662-00 Maint Contr. - Landscape Serv.	1,134.00	1,134.00	0.00	40,000.00	2.84
10-20-5663-00 Maint/Repairs-Genl repairs, Su	1,404.22	1,404.22	351.20	9,000.00	15.60
10-20-5664-00 Maint/Repairs-Non Contr. Work	13,097.78	13,097.78	4,727.26	51,000.00	25.68
10-20-5665-00 Rubbish Removal	282.20	282.20	0.00	4,000.00	7.06
Total Maintenance and Repairs	19,070.76	19,070.76	5,249.73	149,000.00	12.80
TOTAL BUILDING COSTS	25,461.24	25,461.24	7,509.73	232,300.00	10.96
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00 Postage and Shipping	428.28	428.28	(92.24)	4,500.00	9.52
10-25-5710-10 Printing/Spec. Serv. - Adult	0.00	0.00	1,788.00	21,000.00	0.00
10-25-5711-00 Postage Special Serv	0.00	0.00	1,500.00	9,500.00	0.00
10-25-5712-00 Printing	435.00	435.00	67.50	1,000.00	43.50
Total Postage and Printing	863.28	863.28	3,263.26	36,000.00	2.40
Supplies					
10-25-5713-00 Office Supplies	626.05	626.05	444.93	6,300.00	9.94
10-25-5714-00 Circ. Material Supplies	0.00	0.00	4,685.27	10,000.00	0.00
10-25-5715-00 Copier Supplies	75.51	75.51	0.00	1,900.00	3.97
10-25-5716-00 Kitchen Supplies	206.40	206.40	196.34	4,700.00	4.39
10-25-5717-00 Processing Supplies	3,913.79	3,913.79	0.00	43,000.00	9.10

Lisle Library District
For the One Month Ending July 31, 2024
Expenses - No Special Reserve reflected

	Current Month	Current Year to Date	Prior Year to Date	Current Annual Budget	% of Budget to YTD
10-25-5718-00 Computer Supplies	482.79	482.79	174.00	10,100.00	4.78
Total Supplies	5,304.54	5,304.54	5,500.54	76,000.00	6.98
Other Operating Costs					
10-25-5719-00 Publishing	0.00	0.00	0.00	600.00	0.00
10-25-5722-15 Safety Deposit Box Rental	0.00	0.00	116.67	200.00	0.00
10-25-5723-00 Check Printing	0.00	0.00	0.00	100.00	0.00
10-25-5723-15 Bank Charges	650.66	650.66	514.73	5,100.00	12.76
10-25-5724-15 Local Travel	0.00	0.00	6.55	500.00	0.00
Total Other Operating Costs	650.66	650.66	637.95	6,500.00	10.01
TOTAL OPERATING EXPENSES	6,818.48	6,818.48	9,401.75	118,500.00	5.75
INSURANCE					
10-30-5750-00 Fidelity Bonds	0.00	0.00	2,100.00	2,250.00	0.00
10-30-5751-00 Property Damage (All-Peril)	0.00	0.00	19,772.05	52,000.00	0.00
10-30-5752-00 Notary Bond	0.00	0.00	0.00	0.00	0.00
10-30-5754-00 Workers Comp Insurance	0.00	0.00	2,193.00	7,000.00	0.00
TOTAL INSURANCE	0.00	0.00	24,065.05	61,250.00	0.00
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	0.00	0.00	0.00	8,000.00	0.00
10-35-5761-00 Collection Agency	0.00	0.00	0.00	700.00	0.00
10-35-5762-00 Other Contr Services - Admin	0.00	0.00	1,295.00	4,000.00	0.00
10-35-5763-00 Other Contr Svcs-Tech Asst	6,498.05	6,498.05	67,310.15	106,000.00	6.13
10-35-5764-10 Other Contr Svcs - Library Wi	1,775.21	1,775.21	(3,338.40)	40,000.00	4.44
10-35-5765-10 Investment Agency Consultants	0.00	0.00	(569.82)	4,500.00	0.00
10-35-5769-00 Accounting Software	0.00	0.00	3,737.50	4,000.00	0.00
10-35-5770-00 Contractual - Audit Fee	0.00	0.00	0.00	9,725.00	0.00
10-35-5771-00 Payroll Service	941.93	941.93	901.91	13,000.00	7.25
TOTAL CONTRACTUAL SERVICES	9,215.19	9,215.19	69,336.34	189,925.00	4.85
PERSONNEL DEVELOPMENT					
10-40-5783-00 Dues - Staff	640.00	640.00	600.00	4,000.00	16.00
10-40-5784-00 Meetings - Staff	135.18	135.18	0.00	1,000.00	13.52
10-40-5785-00 Conferences - Staff	0.00	0.00	0.00	7,000.00	0.00
10-40-5786-00 Memorial/Tribute/Recognition	179.40	179.40	0.00	3,000.00	5.98
10-40-5787-00 Staff Development	0.00	0.00	0.00	2,500.00	0.00
10-40-5788-00 Training (Cont Ed) - Staff	0.00	0.00	0.00	8,500.00	0.00
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	825.00	0.00

Lisle Library District
For the One Month Ending July 31, 2024
Expenses - No Special Reserve reflected

	Current Month	Current Year to Date	Prior Year to Date	Current Annual Budget	% of Budget to YTD
10-45-5788-70 Meetings - Trustees	0.00	0.00	0.00	825.00	0.00
10-45-5789-70 Training-Trustees	0.00	0.00	0.00	825.00	0.00
TOTAL PERSONNEL DEVELOPMENT	954.58	954.58	600.00	29,000.00	3.29
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	58,943.11	58,943.11	56,949.97	80,000.00	73.68
10-48-5803-10 Technology	340.63	340.63	12,480.18	70,000.00	0.49
10-48-5804-10 Facility	0.00	0.00	0.00	10,000.00	0.00
Total Major Equipment	59,283.74	59,283.74	69,430.15	160,000.00	37.05
Minor Equipment					
10-48-5823-10 Minor Equip - Administration	0.00	0.00	0.00	700.00	0.00
10-48-5823-20 Minor Equip - Adult Services	0.00	0.00	0.00	700.00	0.00
10-48-5823-30 Minor Equipment - Youth	0.00	0.00	0.00	700.00	0.00
10-48-5823-50 Minor Equip - Tech Services	53.60	53.60	0.00	700.00	7.66
10-48-5823-60 Minor Equip - Circ	915.29	915.29	0.00	700.00	130.76
Total Minor Equipment	968.89	968.89	0.00	3,500.00	27.68
Equip Maint/Repairs and Rentals					
10-48-5843-00 Rental-Postage Meter	180.57	180.57	180.57	720.00	25.08
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	1,326.96	1,326.96	3,768.10	18,280.00	7.26
10-48-5846-00 Equip Maint/Repr-NonContr	0.00	0.00	0.00	1,000.00	0.00
Total Equip Maint/Repairs and Rentals	1,507.53	1,507.53	3,948.67	20,000.00	7.54
TOTAL EQUIPMENT COSTS	61,760.16	61,760.16	73,378.82	183,500.00	33.66
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	284.77	284.77	533.79	8,000.00	3.56
10-50-5863-30 Books - Youth Serv	4,802.50	4,802.50	(303.44)	56,500.00	8.50
10-50-5863-50 Books - Tech Serv	0.00	0.00	0.00	0.00	0.00
10-50-5864-10 Books - Non Fiction	16,689.10	16,689.10	0.00	90,000.00	18.54
10-50-5865-10 Books - Adult/Teen Fiction	8,860.07	8,860.07	0.00	80,500.00	11.01
10-50-5867-20 Ref Books - Adult Serv	0.00	0.00	0.00	15,000.00	0.00
Total Books	30,636.44	30,636.44	230.35	250,000.00	12.25
Databases					
10-50-5869-20 Internet Licensed DBases	37,960.00	37,960.00	32,048.12	115,000.00	33.01
10-50-5872-10 Dbases - Professional	0.00	0.00	1,455.42	8,500.00	0.00

Lisle Library District
For the One Month Ending July 31, 2024
Expenses - No Special Reserve reflected

	Current Month	Current Year to Date	Prior Year to Date	Current Annual Budget	% of Budget to YTD
10-50-5873-30 Dbases - Youth Serv	(3,020.15)	(3,020.15)	9,578.37	11,500.00	(26.26)
Total Databases	34,939.85	34,939.85	43,081.91	135,000.00	25.88
Audio-Visual Materials					
10-50-5890-30 A-V Matls - Youth Serv	1,253.84	1,253.84	0.00	10,000.00	12.54
10-50-5895-40 A-V Matls - Adult Serv	830.14	830.14	0.00	63,000.00	1.32
10-50-5899-20 Digital Content	2,025.39	2,025.39	0.00	122,000.00	1.66
Total Audio-Visual Materials	4,109.37	4,109.37	0.00	195,000.00	2.11
Periodicals/Doc Delivery					
10-50-5871-20 Document Delivery	24,830.30	24,830.30	40.26	26,000.00	95.50
10-50-5900-20 Periodicals - Adult Serv	0.00	0.00	2,288.00	21,500.00	0.00
10-50-5900-30 Periodicals - Youth	0.00	0.00	0.00	500.00	0.00
10-50-5900-80 Periodicals - Prof. Collection	0.00	0.00	0.00	3,000.00	0.00
Total Periodicals/Doc Delivery	24,830.30	24,830.30	2,328.26	51,000.00	48.69
TOTAL LIBRARY MEDIA	94,515.96	94,515.96	45,640.52	631,000.00	14.98
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10 Programs - Adult Services	633.88	633.88	700.00	15,000.00	4.23
10-60-5931-30 Programs - Youth	507.66	507.66	0.00	15,000.00	3.38
10-60-5931-40 Online Marketing	106.44	106.44	0.00	1,700.00	6.26
10-60-5931-50 Community Relations	931.82	931.82	165.33	5,500.00	16.94
Total Programs	2,179.80	2,179.80	865.33	37,200.00	5.86
Readers Services					
10-60-5940-10 Reader Services - Adult Serv.	0.00	0.00	0.00	3,000.00	0.00
10-60-5940-30 Reader Services - Youth Serv.	670.93	670.93	800.00	6,800.00	9.87
Total Readers Services	670.93	670.93	800.00	9,800.00	6.85
TOTAL PROGRAMS AND READERS	2,850.73	2,850.73	1,665.33	47,000.00	6.07
RESTRICTED USAGE EXPENSES - CORPORATE					
10-80-5980-80 Restricted - Gifts	0.00	0.00	0.00	2,000.00	0.00
10-80-5981-80 Restricted - Per Capita Grant	0.00	0.00	0.00	46,000.00	0.00
10-80-5982-80 Interest Expense	0.00	0.00	12,900.00	26,000.00	0.00
10-80-5983-80 Debt Principal Payment	0.00	0.00	0.00	40,000.00	0.00
TOTAL RESTRICTED USAGE EXPEN	0.00	0.00	12,900.00	114,000.00	0.00

Lisle Library District
For the One Month Ending July 31, 2024
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>
RESTRICTED USAGE EXPENSES - IMRF					
40-80-5986-80 IMRF Funding	0.00	0.00	0.00	70,000.00	0.00
TOTAL RESTRICTED USAGE EXPEN	0.00	0.00	0.00	70,000.00	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	437,219.42	437,219.42	409,201.94	4,614,475.00	9.47
OPERATING TRANSFERS OUT					
10-80-5984-80 Transfer to Special Reserve	10,000.00	10,000.00	0.00	120,000.00	8.33
TOTAL OPERATING TRANSFERS O	10,000.00	10,000.00	0.00	120,000.00	8.33
TOTAL ALL EXPENSES	447,219.42	447,219.42	409,201.94	4,734,475.00	9.45

Lisle Library District
For the One Month Ending July 31, 2024
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>
SPECIAL RESERVE EXPENSES					
MAINTENANCE AND EQUIPMENT EXPENSES					
70-20-5666-00 Facility and Campus	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
70-65-5667-00 Security Systems	0.00	0.00	0.00	0.00	0.00
70-65-5671-00 Furniture & Equipment	0.00	0.00	0.00	25,000.00	0.00
70-65-5674-00 Consulting	0.00	0.00	0.00	20,000.00	0.00
TOTAL MAINTENANCE AND EQUIP	0.00	0.00	0.00	60,000.00	0.00
RENOVATION COSTS					
70-65-5675-00 Renovation Project	3,448.00	3,448.00	(281,413.00)	0.00	0.00
70-65-5680-00 HVAC Replacement Project	3,615.00	3,615.00	0.00	200,000.00	1.81
70-65-5685-00 Lot Development Project	0.00	0.00	0.00	500,000.00	0.00
70-65-5861-00 Interior Renovation	0.00	0.00	0.00	0.00	0.00
TOTAL RENOVATION COSTS	7,063.00	7,063.00	(281,413.00)	700,000.00	1.01
TOTAL SPECIAL RESERVE EXPENS	7,063.00	7,063.00	(281,413.00)	760,000.00	0.93

Lisle Library District
Accounts Payable - August 14, 2024

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Allegra	42066	Business Cards - Varry Allegra	10-25-5712-00 10-00-2610-00	Printing Accounts Payable	73.35	73.35
Amazon	072924	Books, Video Games, Supplies & Equipment	10-50-5864-10 10-50-5865-10 10-50-5895-40 10-60-5931-10 10-50-5863-30 10-60-5931-30 10-60-5940-30 10-25-5716-00 10-25-5713-00 10-80-5981-80 10-48-5823-50 10-25-5718-00 10-48-5804-10 10-00-2610-00	Books - Non Fiction Books - Adult/Teen Ficti A-V Matls - Adult Serv Programs - Adult Service Books - Youth Serv Programs - Youth Reader Services - Youth Kitchen Supplies Office Supplies Restricted - Per Capita Minor Equip - Tech Servi Computer Supplies Facility Accounts Payable	69.89 22.98 39.98 233.02 116.00 580.42 162.76 190.58 131.78 191.76 59.94 28.76 30.38 1,858.25	
Bear Landscape	13929	Extra Mulching Bear Landscape	10-20-5664-00 10-00-2610-00	Maint/Repairs-Non Contr Accounts Payable	285.00	285.00
Bear Landscape	13946	Landscape Services Bear Landscape	10-20-5662-00 10-00-2610-00	Maint Contr. - Landscap Accounts Payable	1,134.00	1,134.00
Culligan of Wheaton	080624	Water Culligan of Wheaton	10-25-5716-00 10-00-2610-00	Kitchen Supplies Accounts Payable	49.94	49.94
Current Technologie	734886	Monthly Network Monitoring Current Technologies Corporation	10-35-5763-00 10-00-2610-00	Other Contr Svcs-Tech Accounts Payable	285.00	285.00
Daily Herald	298332	Notice of Hearing - B&A Daily Herald	10-50-5900-20 10-00-2610-00	Periodicals - Adult Serv Accounts Payable	62.10	62.10
ELM USA	69122	Supplies for Disc Cleaning Machine ELM USA Inc.	10-25-5714-00 10-00-2610-00	Circ. Material Supplies Accounts Payable	79.95	79.95
Garvey's	PINV2600844	Supplies Garvey's Office Products	10-25-5713-00 10-00-2610-00	Office Supplies Accounts Payable	30.38	30.38
Groot	12960625T098	Rubbish Groot, Inc.	10-20-5665-00 10-00-2610-00	Rubbish Removal Accounts Payable	305.94	305.94
Home Depot	1916 08 78587	Paint & Safety Supplies Home Depot Credit Services	10-20-5663-00 10-00-2610-00	Maint/Repairs-Genl repai Accounts Payable	67.31	67.31

Lisle Library District
Accounts Payable - August 14, 2024

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Home Depot	WG66951336	Bike Rack Signs Home Depot Credit Services	10-48-5823-10 10-00-2610-00	Minor Equip - Administra Accounts Payable	51.40	51.40
Home Depot	WG67419205	Drill Bits Home Depot Credit Services	10-20-5663-00 10-00-2610-00	Maint/Repairs-Genl repai Accounts Payable	58.18	58.18
Hopkins, Elizabeth	080124	ARRT Meeting Elizabeth Hopkins	10-40-5784-00 10-00-2610-00	Meetings - Staff Accounts Payable	47.97	47.97
Ingram	080124	Books & Processing Ingram Library Services	10-50-5865-10 10-50-5864-10 10-50-5867-20 10-50-5863-30 10-50-5863-20 10-25-5717-00 10-00-2610-00	Books - Adult/Teen Ficti Books - Non Fiction Ref Books - Adult Serv Books - Youth Serv Literacy/ESL Processing Supplies Accounts Payable	5,309.64 5,467.46 62.98 4,361.83 10.79 2,230.31	17,443.01
Ingram Express	080124	Books Ingram Library Services, Inc.	10-50-5865-10 10-50-5864-10 10-00-2610-00	Books - Adult/Teen Ficti Books - Non Fiction Accounts Payable	66.00 43.50	109.50
JanWay Company	145918	Tote Bags JanWay Company USA	10-25-5714-00 10-00-2610-00	Circ. Material Supplies Accounts Payable	1,523.61	1,523.61
Kanopy	410071 - PPU	Kanopy Kanopy, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	417.00	417.00
Konica Minolta Busin	295100220	#C458 Usage Konica Minolta Business Solutions	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contr- Accounts Payable	267.87	267.87
LIMRICC PHIP Healt	080624	August 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	5,342.45 8,099.32 5,372.42 4,339.83 7,357.00	30,511.02
Midwest Tape	505841405	Hoopla Midwest Tape	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	6,270.13	6,270.13
Midwest Tape 2516	073124	CD Books Midwest Tape (2516)	10-50-5895-40 10-00-2610-00	A-V Matls - Adult Serv Accounts Payable	1,393.46	1,393.46
Midwest Tape 7288	073124	DVDs, Blu-rays & Processing Midwest Tape (7288)	10-50-5895-40 10-25-5717-00 10-00-2610-00	A-V Matls - Adult Serv Processing Supplies Accounts Payable	1,789.53 471.44	2,260.97

Lisle Library District
Accounts Payable - August 14, 2024

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Midwest Tape 7289	073124	Processing Supplies Midwest Tape (7289)	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	234.99	234.99
Naperville Sun	072324	Subscription Naperville Sun	10-50-5900-20 10-00-2610-00	Periodicals - Adult Serv Accounts Payable	130.49	130.49
OverDrive	24217580	Advantage OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	2,034.47	2,034.47
OverDrive	24230742	Advantage OverDrive, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	2,025.76	2,025.76
Procter, Justin	080124	Reimburse Mileage Justin Procter	10-25-5724-15 10-00-2610-00	Local Travel Accounts Payable	6.83	6.83
RAILS	12557	Press Reader RAILS	10-50-5869-20 10-00-2610-00	Internet Licensed DBase Accounts Payable	5,333.00	5,333.00
RAILS	12588	EBSCO Database & Novelist Plus RAILS	10-50-5869-20 10-00-2610-00	Internet Licensed DBase Accounts Payable	4,033.00	4,033.00
RAILS	12837	Illinois Library Presents RAILS	10-60-5931-10 10-00-2610-00	Programs - Adult Service Accounts Payable	685.00	685.00
RAILS	13277	RDA Toolkit RAILS	10-50-5872-10 10-00-2610-00	Dbases - Professional Accounts Payable	174.87	174.87
Sendra Service	241189	Mini Split Line Repair Sendra Service Corp.	10-20-5664-00 10-00-2610-00	Maint/Repairs-Non Contr Accounts Payable	863.54	863.54
Sheehan, Nagle	440.01.27	Final - Architectural Services Sheehan, Nagle, Hartray Architects	70-65-5675-00 10-00-2610-00	Renovation Project Accounts Payable	17,925.00	17,925.00
Terrance Electric	2244097	Electrical Repairs Terrance Electric & Technology	10-20-5664-00 10-00-2610-00	Maint/Repairs-Non Contr Accounts Payable	1,545.67	1,545.67
The Library Store	699107	Supplies The Library Store	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	171.62	171.62
Thomas Klise	015753	Video Games Thomas Klise / Crimson Multimedia	10-50-5895-40 10-00-2610-00	A-V Mats - Adult Serv Accounts Payable	106.46	106.46
					99,856.04	99,856.04

PRIOR MONTHS BILLS PAID BETWEEN JULY 2024 AND AUGUST 2024				
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.				

8294	Discount School Supply	Scavenger Hunt Incentives	114.99
8295	DuPage County Public Works	Usage	124.47
8296	Eco Clean Maintenance	Janitorial Services	2805.00
8297	FNBO Billing Account	iBackup, AV, Programs	2988.21
8298	Garvey's Office Products	Office Supplies & Batteries	124.18
8299	Sandy Hayes	IT Roundtable	21.90
8300	IHLS - OCLC	OCLC Service Fee & Lost ILL Item	24820.47
8301	Innovative Interfaces, Inc.	Annual Maintenance Contract & Syndetics & Novelist	58,943.11
8302	Chris Knight	IT Roundtable	20.50
8303	Kone	Emergency Elevator Repair	1,293.28
8304	Konica Minolta Business Solutions	Printer Maintenance	178.00
8305	Library Ideas LLC	iVox Books	1,970.28
8306	NCPERS Group Life Ins	Payroll Withholding	48.00
8307	NICOR	Usage	161.34
8308	Sendra Service Corp.	Repair Hot Water Pump Motor	977.50
8309	Sikich LLP	Accounting Services	1,727.00
8310	Staples Advantage	Misc. Office, Kitchen, Copier & Janitorial Supplies	769.76
8311	Thomas Klise / Crimson Multimedia	Video Games	419.97
8312	Today's Business Solutions, Inc.	Annual Maintenance on Coin Tower	395.00
8313	Verizon	Usage	1,818.55
8314	Village of Lisle	Monthly Internet Service	450.00
8315	Village of Lisle	Usage	130.41
8316	Warehouse Direct	Janitorial Supplies	601.78
8317	WILLIUG - C/O Mieko Fujiura-Landers	Annual Membership	40.00
		Sub Total	\$ 139,931.50
		TOTAL	\$ 346,969.38

Monthly Circulation Report - July 2024

	Checkouts	Renewals	Jul-24 TOTALS	YTD FY 23/24	YTD FY 24/25	YTD % Change	
Adult Non-Print	2,423	2,465	4,888	5,438	4,888	-10.11%	
Adult Print	5,174	4,326	9,500	9,736	9,500	-2.42%	
Adult Total	7,597	6,791	14,388	15,174	14,388	-5.18%	
YS Non-Print	758	1,059	1,817	2,298	1,817	-20.93%	
YS Print	9,942	7,854	17,796	16,926	17,796	5.14%	
Total YS	10,700	8,913	19,613	19,224	19,613	2.02%	
Digital Media							
Overdrive	6,081		6,081	5,109	6,081	19.03%	
hoopla	2,884		2,884	2,492	2,884	15.73%	
Overdrive Magazines	461		461	117	461	294.02%	
PressReader	412		412	914	412	-54.92%	
Kanopy	511		511	334	511	52.99%	
Total Digital	10,349	0	10,349	8,966	10,349	15.42%	
Subtotal Print + Non-Print/Digital	28,646	15,704	44,350	43,364	44,350	2.27%	
Computer/Tech Sessions Logins *	1,420		1,420	1,192	1,420	19.13%	
Database Usage/Unique Logins	8,315		8,315	5,873	8,315	41.58%	
Wireless Use	1,303		1,303	986	1,303	32.15%	
ScannX sessions/jobs	228		228	168	228	35.71%	
Museum Adventure Passes	60		60	61	60	-1.64%	
Total IT/Resource Sessions	11,326	0	11,326	8,280	11,326	36.79%	
Total Circulation	39,972	15,704	55,676	51,644	55,676	7.81%	
Borrower Information	July 2024 Total	YTD 23/24	YTD 24/25	YTD % Change			
New Library Cards Added	169	182	169	-7.14%	* Sessions were changed from 2 to 4 hours on 8/31/23.		
Monthly Borrowers	3,118	3,075	3,118	1.40%			
Total # Registered Borrowers	10,289	8,849	10,289	16.27%			
InterLibrary Loans							
Materials Sent	50	53	50	-5.66%			
Materials Received	365	351	365	3.99%			
Polaris/Catalog Holds							
Holds Placed	3,236	3,191	3,236	1.41%			
Holds Checked Out	2,579	2,530	2,579	1.94%			
Pick-Up Window Service Stats							
# of Patrons/Users	19	23	19	-17.39%			
# of Items Picked Up/Checked Out	53	96	53	-44.79%			

Lisle Library District - Program and Service Statistics - July 2024

Library Event Statistics		Library Wide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY23/24	YTD FY24/25	% Change
Staff Facilitated Programs			10	63	13		86	61	86	40.98%
Attendees			114	1,176	17		1,307	811	1,307	61.16%
Computer/Technology Programs			2	0			2	2	2	0.00%
Attendees			15	0			15	10	15	50.00%
Performer/Speaker/Author			3	1			4	3	4	33.33%
Attendees			37	58			95	111	95	-14.41%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)		0					0	0	0	--
Attendees		0					0	0	0	--
Total Number of Programs		0	15	64	13	0	92	66	92	39.39%
Total Patrons Served by Programming		0	166	1,234	17	0	1,417	932	1,417	52.04%
Reference Questions			2,037	1,911	741		4,689	4,804	4,689	-2.39%
Volunteer Hours			7.50	426.00			433.50	330.00	433.50	31.36%
Notary Service		29					29	24	29	20.83%
LLD Kindness Cards **			N/A	N/A			0	84	0	-100.00%
Outreach Service Statistics										
Outreach Visits			1	3	1		5	0	5	100.00%
Patrons Served by Outreach Visits			227	140	227		594	0	594	100.00%
Home Delivery Dates			3				3	2	3	50.00%
Patrons Served via Home Delivery			133				133	92	133	44.57%
Total Outreach Programs			4	3	1		8	2	8	300.00%
Total Patrons Served with Outreach Services			360	140	227		727	92	727	690.22%
Civic Facility Use										
Literacy/Tutoring Room Use (patron count)		35						30	35	16.67%
Number of Outside Groups Using Meeting Space		27						13	27	107.69%
Number of Ginkgo & Maple Study Room Reservations***		56						N/A	56	--
Patrons Entering Building		11,527						12,814	11,527	-10.04%
Friend's Sponsored Programs		0						0	0	--
Attendees		0						0	0	--
Social Media Use										
Facebook (daily page consumption)		633						917	633	-30.97%
X (f.k.a. Twitter) Followers		1,101						1,043	1,101	5.56%
Instagram Likes		496						524	496	-5.34%
Flickr Views		4,847						6,423	4,847	-24.54%
YouTube Views		9,254						10,239	9,254	-9.62%
eBlast Engagement *		597						630	597	-5.24%
Total LLD App Downloads		1,014						722	1,014	40.44%
Total LLD App Sessions		5,189						3,487	5,189	48.81%

* eBlast Engagement statline added January 2023. ** LLD Kindness Cards reintroduced in May 2023. *** New statline as of March 2024.



August Board Report (8/8/2024)

North Main Entry Capital Improvement Project

A. Close-Out Progress Update

1. Final known anticipated costs accounted for in budget update below.

B. Project Cost Summary – Tracking under Budget

Approved Total Project Budget: \$7.7M

Project has come in approximately \$114k under budget.

Expenditures Summary					
Project Component	Concept Phase Budget (a)	Anticipated Cost Update (thru 8/8/2024)		Committed to Date (thru 8/8/2024)	
		\$	Change from Budget (\$)	Contracted (\$)	Expenditures (\$)
E-000: Land Cost					
E-000.1: Land Cost	\$0	\$0	\$0	\$0	\$0
E-000: Land Cost Total	\$0	\$0	\$0	\$0	\$0
E-100: Bond Cost					
E-100.1: Financing Costs	\$15,000	\$0	-\$15,000	\$0	\$0
E-100: Bond Cost Total	\$15,000	\$0	-\$15,000	\$0	\$0
E-200: Building Costs					
E-200.1: Building Construction	\$5,669,200	\$5,767,160	\$97,960	\$5,767,160	\$5,754,271
E-200.2: Environmental Remediation	\$0	\$39,020	\$39,020	\$39,020	\$39,020
E-200.3: Site Utilities	\$0	\$0	\$0	\$0	\$0
E-200.4: Permitting and Zoning Fees	\$60,782	\$2,580	-\$58,202	\$2,580	\$1,110
E-200: Building Costs Total	\$5,729,982	\$5,808,759	\$78,777	\$5,808,759	\$5,794,401
E-300: Soft Costs					
E-300.1: Professional Service Costs	\$924,810	\$918,005	-\$6,805	\$918,005	\$916,602
E-300.2: Fixtures, Furnishing & Equipment	\$840,000	\$848,209	\$8,209	\$848,209	\$839,976
E-300.3: Other Owner Soft Costs	\$0	\$10,533	\$10,533	\$10,533	\$10,533
E-300: Soft Costs Total	\$1,764,810	\$1,776,747	\$11,937	\$1,776,747	\$1,767,111
E-400: Contingency					
E-400.1: Owner Contingency	\$190,208	\$114,494	-\$75,714	\$0	\$0
E-400: Contingency Total	\$190,208	\$114,494	-\$75,714	\$0	\$0
Project Expenditure Totals	\$7,700,000	\$7,700,000	\$0	\$7,585,506	\$7,561,512

Variance \$ from Budget Notes (New Only):

-



August Board Report (8/8/2024)

General Capital Improvement Program

C. Executive Summary

The Capital Improvement Program has been divided into (3) main projects:

1. Mechanical Equipment Replacement (see additional details on next page)
 - Condensing Unit – out for public bid on 8/13. Bids due 9/4/2024
 - BAS – out for public bid on 8/13. Bids due 9/4/2024
 - ~~Boiler – replacement is not critical at this time~~
2. Capital Replacement.
 - Existing Facility Condition Assessment – discussion in September with Mechanical Costs
3. Vacant Lots planning (see additional details on next page)
 - Guideline Rough Order of Magnitude (ROM) Costs and scope to be discussed

Program Executive Schedule:

Updated to have overall cost discussion in September with Mechanical Bids

Capital Program Schedule - Executive Summary		1	2	3	4	5	6	7	8
# of working months:		5/24	6/24	7/24	8/24	9/24	10/24	11/24	12/24
month									
Capital Project - Mechanical Replacements (Controls, Boiler, Condensing Unit)									
Initial Assessment									
Review OPTIONS with LLD Board for bidding / procurement.			★						
Complete Documentation for Bidding/procurement									
Contractor Bidding / Procurement						★			
Mechanical Work									
Capital Replacement Planning (by CCS)						★			
Vacant Lot Planning (by CCS)									
Scope Development			★						
Guideline ROM Cost Development					★				
Confirm Next Steps						★			

Note: VOID stars (★) indicate LLD Board Meetings intended for topic DISCUSSION

Note: FILLED stars (★) indicate LLD Board Meetings where APPROVAL will be requested to proceed to the next step of the project

August Board Report (8/8/2024)

D. Vacant Lot Planning Discussion

For discussion with the Board, based on preliminary scope discussions a conservative project budget for developing the south lot may be in the range of \$590k without a pedestrian bridge crossing from the Library site to the vacant lot.

In summary:









Building/Construction Costs:	\$485,000
Professional Services Costs:	\$ 75,000
Contingency:	\$ 30,000
GUIDLINE Project Cost:	\$590,000

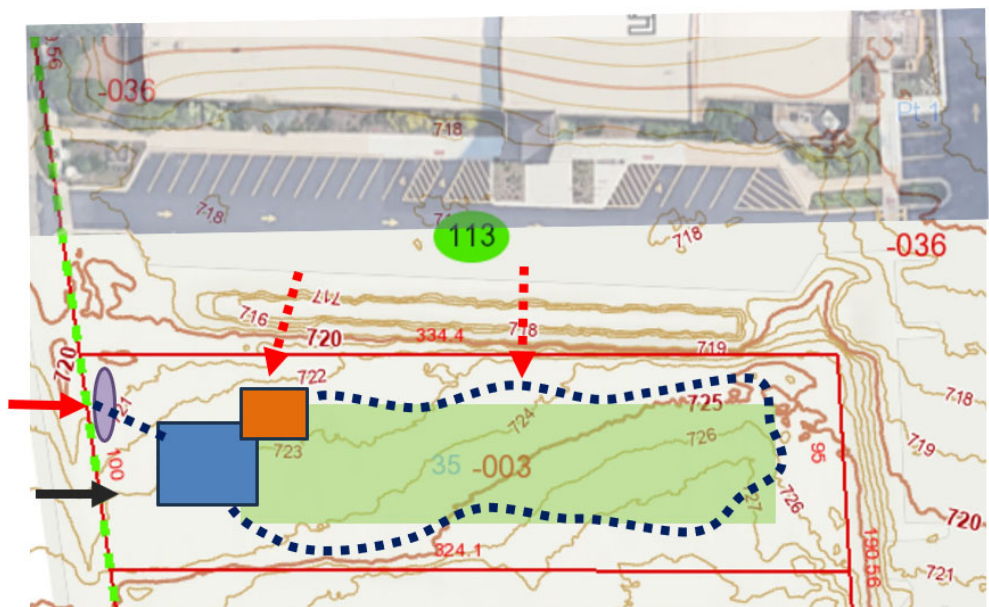
Project Cost ADD for Pedestrian Bridge: \$475,000

Cost are all GUIDELINE and can be scaled (up / down) based on scope and delivery of the project. A concept phase for a potential project would be the next step if the Library chose to further explore options to develop a vacant lot.

Additional Detail is provided below for reference in discussion:

Site Scope Reference:

- PEDESTRIAN ACCESS: 
- VEHICLE ACCESS: 
- GATHERING AREA: 
- GATEWAY ENTRY: 
- PATHWAY: 
- GRASS AREA: 
- PLAYGROUND AREA: 
- BRIDGE OPTION: 





GUIDELINE Construction Cost Reference:

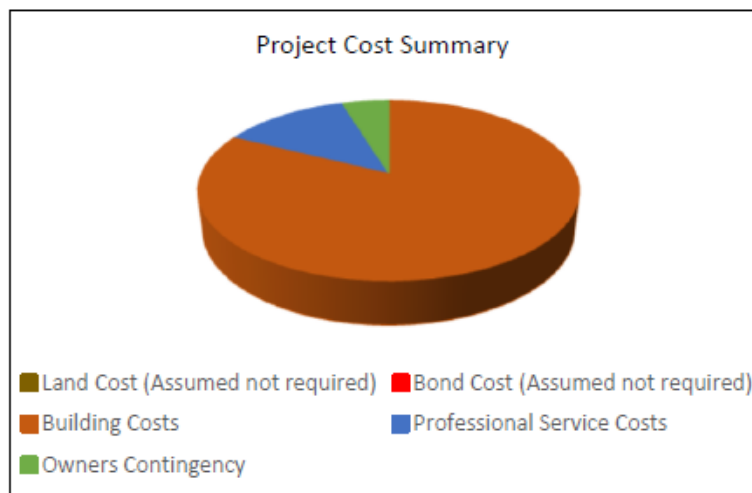
OUTDOOR PROGRAM - CONSTRUCTION COST		
	Item	Division Totals
1	General Requirements	\$ 30,000.00
2	Concrete	\$ 33,600.00
3	Specialties	\$ 20,000.00
4	Equipment	\$ 5,000.00
5	Furnishings	\$ 31,225.00
6	Electrical	\$ 35,000.00
7	Electronic Safety and Security	\$ 10,000.00
8	Earthworks	\$ 61,300.00
9	Exterior improvements	\$ 75,200.00
10	Grass/Sod	\$ 5,000.00
11	Storm Water System	\$ -
	Construction Costs Sub Total	\$ 306,325.00
12	Design Contingency	\$ 45,948.75
13	Escalation	\$ 17,613.69
14	GC overhead & profit	\$ 73,977.49
15	Bond	\$ 4,438.65
16	Insurance	\$ 4,483.04
	TOTAL	\$ 452,786.61

CROSSING BRIDGE - CONSTRUCTION COST		
	Item	Division Totals
1	Crossing Bridge	\$ 250,000.00
2	Design Contingency	\$ 37,500.00
3	Escalation	\$ 14,375.00
4	GC overhead & profit	\$ 60,375.00
5	Bond	\$ 3,622.50
6	Insurance	\$ 3,658.73
	TOTAL	\$ 369,531.23



GUIDELINE Project Cost Reference:

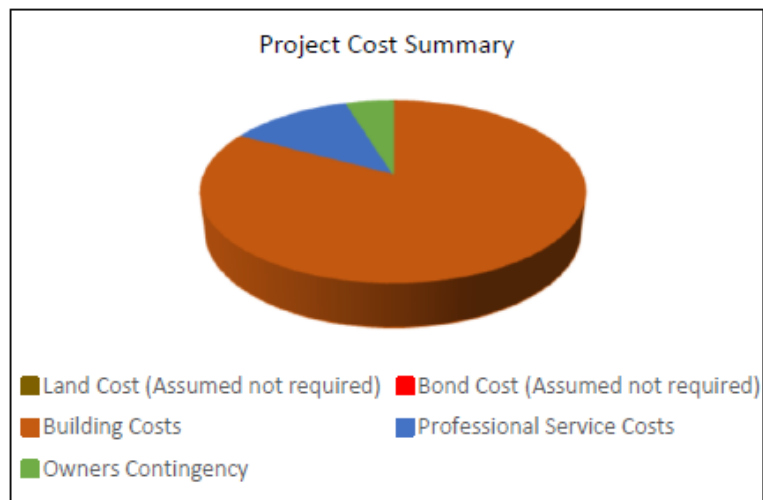
CAPITAL PROJECT COST SUMMARY - BRIDGE NOT INCLUDED			
Land Cost (Assumed not required)	\$	-	
Bond Cost (Assumed not required)	\$	-	
Building Costs	\$	484,482	
Permit Cost (2%)		\$	9,056
Construction Cost - Base Only		\$	452,787
Change Order Contingency (5%)		\$	22,639
Professional Service Costs	\$	75,553	
Primary Consultants		\$	49,807
Specialized Consultants		\$	11,000
Owner Provided Services		\$	14,746
Sub Total		\$	560,035
Owner's Project Cost Contingency (5%)	\$		28,002
TOTAL PROJECT COST	\$		588,037





GUIDELINE Project Cost Reference:

CAPITAL PROJECT COST SUMMARY - BRIDGE INCLUDED			
Land Cost (Assumed not required)	\$	-	
Bond Cost (Assumed not required)	\$	-	
Building Costs	\$	879,880	
Permit Cost (2%)			\$ 16,446
Construction Cost - Base Only			\$ 822,318
Change Order Contingency (5%)			\$ 41,116
Professional Service Costs	\$	130,764	
Primary Consultants			\$ 90,455
Specialized Consultants			\$ 11,000
Owner Provided Services			\$ 29,309
Sub Total		\$	1,010,644
Owner's Project Cost Contingency (5%)	\$	50,532	
TOTAL PROJECT COST	\$	1,061,177	



To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: August 9, 2024

AUGUST 2024 | DIRECTOR'S REPORT

Meetings:

Swistak – July 16
CCS – July 16
Dept Directors – July 16
LLD Board of Trustees – July 17
Lisle Savings Bank – July 19
All Staff – July 23
IL. Rep. T. C. Howard – July 23

Staff – July 25
Woodridge PD LSW – Aug 1
Swistak – Aug 2
CCS – Aug 5
Dept. Director – Aug 6
National Night Out – Aug 6

Illinois Representative Terra Costa Howard

On July 23rd, Illinois Representative Costa Howard visited the LLD and met with residents in the Ginkgo Study Room in the Library's main lobby. It's always a pleasure to have legislators visit the LLD and see them meet with constituents to discuss important topics in the communities they serve. It was another great *Tuesdays with Terra*.

In between appointments, I spoke with Representative Costa Howard and her interns about promoting public libraries and what we have to offer outside of books such as license plate sticker renewals, seed library, art prints, notary service, and voter registration. We plan to connect soon to discuss ways to promote these valuable services using her and our social media platforms.

Woodridge Police Social Worker

Felicia Acosta, MSW, LSW of the Woodridge Police Department reached out to me to discuss ways her office and Lisle agencies could partner in providing mental health and social work services to community members in need. Ms. Acosta is a full time social worker serving Woodridge and parts of Lisle Township. Her work includes helping people gain employment, housing, food, clothing, and mental health counseling. She also is an advocate for those in domestic violence situations.

We had an extensive conversation about the needs in the Lisle community. Because her services extend into Lisle Township, the LLD is eligible to seek her services when needed.

I am a steadfast proponent of relying on the expertise of professionals when necessary. I also believe that a police department or county division is the best station for such an expert. Some libraries have taken steps to employ a social worker via grant funding

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: August 9, 2024

recently. I laud their efforts to try and find solutions to their community's mental health challenges. However, when a crisis or emergency situation occurs in the Library, I want staff accessing emergency responders to determine the best course of action. The situation may call for a social worker, a police officer, or both. Having one hub to make those important deployment decisions makes the most sense to me as Library Director.

National Night Out

On Tuesday, August 6th, staff from Adult, Youth, and Circulation Services departments stationed a table at the National Night Out event at the Lisle Police Station. I met with Interim Chief Dempsey, Officer Taylor, Officer Brendal, Deputy Chief Gomorczak, Community Service Officer Nadeau, and saw former LLD Trustee Sara Wynn volunteering at the event. Angela, Xavier, and Tiffany met with hundreds of residents and promoted LLD resources, services, and programs.

Respectfully submitted,

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

Tatiana Weinstein

August 2024 Assistant Director Report

Meetings/Virtual Meetings

- Gallagher Basset- July 12
- Deputy Registrar Training- July 16
- Dhamer Plumbing- July 16
- Sendra- July 22
- Cook and Kocher- July 22
- CMFP- July 23
- Terrance Electric- July 29
- Westside Rub-R-Wall- August 2
- CCS/ S Construction- August 5
- Terrance Electric- August 6
- CCS/Elara- August 7

Meetings

A representative from the DuPage County election office came in to provide Deputy Voter Registrar training for staff who volunteered to take on this role for the Library. We now have 9 staff members who are trained to register people to vote.

Jackie Kilcran and I attended the bi-annual LIRA meeting hosted by Gallagher Basset. Topics of discussion included post disaster cleanup procedures, and current challenges in the building insurance industry. The next meeting has been scheduled for November.

Facility

Sendra came out to assess heavy condensation on the lines running from the A/C unit cooling the server to the inside of the building. The lines were separated and re-insulated, remedying the issue.

Westside Rub-R-Wall came out to assess a leaking crack in the building foundation. The crack is in our west mechanical room, and has been leading to water pooling in the mechanical room during heavy rainstorms. I should have the work scheduled to be completed within the next week.

Terrance Electric was on site to address electrical fixture issues in the pergola area, as well as the YS storage closet. I have submitted warranty claims for the fixtures, and temporary replacements have been installed until the new fixtures arrive. I also discussed lighting solutions for the NF DVD shelving, and hope to have a solution by the next board meeting.

Respectfully Submitted,



Will Savage
Assistant Director



LLD Budget & Appropriation (B&A) Overview

What is the B&A Ordinance?

The Budget & Appropriation Ordinance, or more commonly known as the B&A, is an ordinance that Illinois taxing districts must adopt in order to spend the funding the Library receives. The LLD presents a Tentative B&A in August and a final draft for approval in September.

The *Budget* column within Ordinance 24-06 indicates Board-approved working budget expenditures and the *Appropriation* column designates the District's authorization to expend funds for any necessary obligations that extend beyond budgeted categories. The Ordinance accounts for the District's operational expenditures as well as Special Reserve expenditures.

Restated, the Appropriation column is not the District's intention to spend this provision. The Appropriation is purely an allowance should the District require spending beyond planned-for expenses. Examples of unintended expenses may include supplemental tree removal service due to severe weather events or if gas/electricity rates suddenly rise; expenditures beyond the control or predictive abilities of the District.

Allowances for Funds

The LLD has four major funds: Corporate, IMRF, FICA, and Special. All funds are recorded on the B&A Ordinance. Some institutions simply double their budget or provide flat increases of 20% to account for such expenses. The LLD has regularly, thoughtfully, examined each account category to determine its Appropriation. The total appropriation in the Corporate Fund shows a reasonable 13.75% (\$605,975) allowance for unintended expenses in all operating expenditure lines.

The IMRF and FICA Funds show negligible appropriation allowances of 3.3% (\$5,000) and 7.8% (\$14,000) respectively.

The Special Reserve Fund shows a significant appropriation allowance of 81% (\$615,000). This provision captures conservative estimates for capital improvements such as the HVAC replacement project and development of the lot on Kingston Avenue.

Note: Ordinance 24-06 reflects the budgeted transfer of \$120,000 in funds from the Corporate Fund to the Special Reserve Fund and provides an allowance of \$500,000, should the LLD fully advance capital improvement projects in FY24/25.

Additional Information

Please note that the LLD utilized pre-audit numbers (EOY/June 30, 2024), vendor estimates, as well as the Board approved Working Budget to draft Ordinance 24-06.

ORDINANCE 24-06

AN ORDINANCE ADOPTING A BUDGET AND APPROPRIATION OF SUCH SUMS OF MONEY AS MAY BE DEEMED NECESSARY TO DEFRAY ALL NECESSARY EXPENSES AND LIABILITIES OF THE LISLE LIBRARY DISTRICT, LISLE, DUPAGE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025, AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SUCH APPROPRIATIONS ARE MADE AND THE AMOUNT APPROPRIATED FOR EACH OBJECT OR PURPOSE.

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

Section 1: The following is the Annual Budget and Appropriation for the Lisle Library District for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

DRAFT

1	CORPORATE FUND	BUDGET 2024-2025	2024-2025 AMOUNT TO BE APPROPRIATED
EXPENDITURES			
A.	EMPLOYEE COSTS		
	Salaries	\$2,315,000.00	\$2,330,000.00
	Health Ins/Unemp	\$340,000.00	\$390,000.00
		\$2,655,000.00	\$2,720,000.00
B.	BUILDING COSTS		
	Internet/Inet	\$7,300.00	\$10,000.00
	Phone	\$20,000.00	\$25,000.00
	Gas	\$12,000.00	\$15,000.00
	Sewer/Water	\$4,000.00	\$5,000.00
	Electrical	\$40,000.00	\$45,000.00
	Maint. Contracts - HVAC	\$5,000.00	\$5,500.00
	Maint. Contracts - Cleaning/Pests	\$40,000.00	\$45,000.00
	Maint. Contracts - Landscape	\$40,000.00	\$45,000.00
	Non-contract Repr	\$60,000.00	\$70,000.00
	Rubbish Removal	\$4,000.00	\$4,000.00
		\$232,300.00	\$269,500.00
C.	OPERATING COSTS		
	Postage/Shipping	\$14,000.00	\$15,500.00
	Printing	\$22,000.00	\$25,000.00
	Supplies/Processing	\$76,000.00	\$76,000.00
	Bank/Notices	\$6,000.00	\$7,000.00
	Local Travel	\$500.00	\$500.00
		\$118,500.00	\$124,000.00
D.	INSURANCE COSTS		
	Fidelity Bond	\$2,250.00	\$2,250.00
	Prop. Damage (All Peril)	\$52,000.00	\$60,000.00
	Notary Bond	\$0.00	\$0.00
	Workers Comp	\$7,000.00	\$7,000.00
		\$61,250.00	\$69,250.00
E.	CONTRACTUAL COSTS		
	Legal services	\$8,000.00	\$15,000.00
	Collection Agency	\$700.00	\$700.00
	Outsrc Acc/HR/Outsrc IT	\$150,000.00	\$175,000.00
	Investment Agency	\$4,500.00	\$5,500.00
	Acct Software	\$4,000.00	\$5,000.00
	Audit	\$9,725.00	\$10,500.00
	Payroll	\$13,000.00	\$15,000.00
		\$189,925.00	\$226,700.00

F.	<u>PERSONNEL DEVELOPMENT</u>		
	Staff Dues/Conf	\$12,000.00	\$12,000.00
	Memorial/Recog	\$3,000.00	\$3,500.00
	In-Service Day	\$2,500.00	\$2,500.00
	Cont. Ed	\$8,500.00	\$8,500.00
	Trustee Dues/Conf/Train	\$3,000.00	\$3,000.00
		\$29,000.00	\$29,500.00
G.	<u>EQUIPMENT</u>		
	Polaris	\$80,000.00	\$85,000.00
	Technology	\$70,000.00	\$75,000.00
	Facility	\$10,000.00	\$10,000.00
	Minor Equip	\$3,500.00	\$3,500.00
	Other Fac Maint/Repairs	\$20,000.00	\$25,000.00
		\$183,500.00	\$198,500.00
H.	<u>LIBRARY MATERIALS</u>		
	Books	\$250,000.00	\$260,000.00
	Databases	\$135,000.00	\$135,000.00
	Doc Delivery/ILLs	\$26,000.00	\$28,000.00
	Audio/Visual	\$195,000.00	\$210,000.00
	Periodicals	\$25,000.00	\$25,000.00
		\$631,000.00	\$658,000.00
I.	<u>PROGRAMS</u>		
	Lib-Wide Programs	\$30,000.00	\$40,000.00
	Comm Rel/Supplies	\$17,000.00	\$20,000.00
		\$47,000.00	\$60,000.00
J.	<u>OTHER EXPENSES</u>		
	Gifts (if gifts are received)	\$2,000.00	\$20,000.00
	Per Capita Grant (per State if received)	\$46,000.00	\$46,000.00
		\$48,000.00	\$66,000.00
K.	<u>DEBT CERTIFICATE</u>	\$66,000.00	\$66,000.00
L.	<u>CONTINGENCY</u>	\$25,000.00	\$25,000.00
	<u>SUBTOTAL CORPORATE</u>	\$4,286,475.00	\$4,512,450.00
	Transfer to Special Reserve*	\$120,000.00	\$500,000.00
	Total Corporate	\$4,406,475.00	\$5,012,450.00
2	IMRF Fund	\$80,000.00	\$85,000.00
	IMRF (supplemental funding)	\$70,000.00	\$70,000.00
	Total IMRF	\$150,000.00	\$155,000.00

3	FICA	\$178,000.00	\$192,000.00
	TOTAL CORP/IMRF/FICA	\$4,734,475.00	\$5,359,450.00
4	SPECIAL RESERVE FUND		
	Consulting	\$20,000.00	\$25,000.00
	Facility/Campus	\$15,000.00	\$15,000.00
	Furniture/Equip	\$25,000.00	\$25,000.00
	Security Systems	\$0.00	\$10,000.00
	HVAC Project Expense	\$200,000.00	\$300,000.00
	Outdoor Programming Expense	\$500,000.00	\$1,000,000.00
	TOTAL SPECIAL RESERVE	\$760,000.00	\$1,375,000.00
	TOTALS	\$5,494,475.00	\$6,734,450.00

Section 2: As part of the Annual Budget, it is stated:

- (a) That the cash on hand at the beginning of the fiscal year is \$ 5,917,875.12.
- (b) That the estimated cash expected to be received during the fiscal year from all sources is \$ 4,728,405.00 ¹
- (c) That the estimated expenditures for the fiscal year are \$ 5,494,475.00 per the Annual Working Budget.
- (d) That the estimated cash expected to be on hand at the end of the fiscal year is \$5,151,805.12.
- (e) That the estimated amount of taxes to be received by the Lisle Library District during the fiscal year is \$ 4,586,805.00.
- (f) That the estimated amount of income to be received from sources other than library taxes for the fiscal year is \$ 141,600.00.

Section 3: That the funds in the total amount of \$6,734,450.00 or so much thereof as may be authorized by law, be and the same are hereby appropriated for the corporate purposes of the Lisle Library District, as hereinafter specified, for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Section 4: The receipts and revenue of the said Lisle Library District derived from sources other than taxation and specifically appropriated and all unexpended balances from the preceding fiscal year not required for the purpose for which they were appropriated and levied may be transferred to and become part of the Special Reserve Fund for the purchase of Sites and Buildings, the Construction, Repair, Remodeling, Improving and Equipping of the Same.

Section 5: This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

ADOPTED this 18th day of September, 2024, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

¹ This does not include budgeted transfer to the Special Reserve Fund.

Approved by me this 18th day of September, 2024.

Emily Swistak
President, Lisle Library Board of Trustees

Attest:

Liz Sullivan
Secretary, Lisle Library Board of Trustees

To be submitted for publication on the 18th day of September, 2024.
To be published in the Daily Herald on the 25th day of September, 2024.

IPLAR

IDENTIFICATION (1.1 - 1.31)

This section is information about the administrative entity, "Administrative Entity" is defined as the agency that is legally established under local or state law to provide public library service to the population of a local jurisdiction. The administrative entity may have a single outlet or it may have more than one outlet (an outlet is a location, whether a central library, branch or bookmobile). The majority of the information in this section is pre-filled. If information needs to be updated, enter the corrected information in the box provided on the next line of the survey.

1.1 ISL Control # [PLS 151, PLS 701]	
1.2 ISL Branch # [PLS 151, PLS 701]	IL0292
1.3a FSCS ID [PLS 150, PLS 700]	002
1.3b FSCS SEQ [PLS 700]	Lisle Library District
1.4a Legal Name of Library [PLS 152]	
1.4b If the library's name has changed, then enter the updated answer here.	
1.4c Was this an official name change?	
1.5a Facility Street Address [PLS 153]	777 Front Street
1.5b If the facility's street address has changed, then enter the updated answer here.	
1.5c Was this a physical location change?	
1.6a Facility City [PLS 154]	Lisle
1.6b If the facility's city has changed, then enter the updated answer here.	
1.7a Facility Zip [PLS 155]	60532
1.7b If the facility's zip code has changed, then enter the updated answer here.	
1.8a Mailing Address [PLS 157]	777 Front Street
1.8b If the facility's mailing address has changed, then enter the updated answer here.	
1.9a Mailing City [PLS 158]	Lisle
1.9b If the facility's mailing city has changed, then enter the updated answer here.	
1.10a Mailing Zip [PLS 159]	60532
1.10b If the facility's mailing zip code has changed, then enter the updated answer here.	
1.11a Library Telephone Number [PLS 162]	6309711675
1.11b If the telephone number has changed, then enter the updated answer here.	
1.12a Library FAX Number	6309711701
1.12b If the fax number has changed, then enter the updated answer here.	
1.13 Website	http://www.lislelibrary.org

Library Director's Information

Please enter the full name, title and e-mail address of the library director.

1.14 Name	Tatiana Weinstein
1.15 Title	Director
1.16 Library Director's E-mail	tatiana@lislelibrary.org

Library Information

Please provide the requested information about the library type.

1.17a Type of library	District
1.17b If the library type has changed, then enter the updated answer here.	
1.18 Is the main library a combined public and school library?	No
1.19 Does your library contract with another library to RECEIVE ALL your library services?	No

Contract for Services

Please provide the full legal name(s) of the library(ies) with which your library contracts for service. If you need more than one line, a new one will appear once text has been entered in the first box.

Number of contracting libraries:

Legal name of library you contract with:

Administrative Information

Libraries are required by statute [75 ILCS 5/4-10(5), 75 ILCS 16/30-65(a)(2)] to provide a statement as to any extensions of library service or any changes to the limits or boundaries of library service areas. Most of the information in this section will be pre-filled. If the information is incorrect, please enter the updated information in the box provided on the next line of the survey. If your library has had a population change, you must submit official verification to the Illinois State Library.

1.21a County in which the administrative entity is located [PLSC 161]	DuPage
1.21b If the administrative entity's county has changed, then enter the updated answer here.	
1.22a Did the administrative entity's legal service area boundaries change during the past year? [PLS 205]	
1.22b If YES, indicate the reason for the boundary change	
1.23a Population residing in tax base (Use the latest official federal census figure) [PLS 208]	30,281
1.23b If the population residing in the tax base has had a LEGAL change, then enter the updated answer here.	
1.23c Documentation of legal population change	
1.24 If the population has changed from the prior year's answer, then indicate the reason.	
1.25a This library is currently a member of what Illinois library system?	RAILS
1.25b If the library's system has changed, then enter the updated answer here.	

Federal Public Library Criteria

According to the Institute of Museum and Library Services' Public Library Survey, a public library is an entity that is established under state enabling laws or regulations to serve a community, district, or region, and that provides at least the following:

- 1. An organized collection of printed or other library materials, or a combination thereof;
- 2. Paid staff;
- 3. An established schedule in which services of the staff are available to the public;
- 4. The facilities necessary to support such a collection, staff, and schedule; and
- 5. Is supported in whole or in part with public funds.

1.26 Does this library have an organized collection of printed or other library materials, or a combination thereof?	Yes
1.27 Does this library have paid staff?	Yes
1.28 Does this library have an established schedule in which services of the staff are available to the public?	Yes
1.29 Does the library have the facilities necessary to support such a collection, staff, and schedule?	Yes
1.30 Is this library supported in whole or in part with public funds?	Yes
1.31 Does this public library meet ALL the criteria of the FSCS public library definition? [PLS 203]	Yes

SERVICE OUTLETS (2.1 - 2.16)

This section gathers information about the service outlets (centrals, branches, bookmobiles) of your library. Locations can only be added to this survey by State Library staff. If you have a branch or bookmobile and do not see its name listed in question 2.3a, please contact Pat Burg (217-785-1168, pburg@ilsos.gov) so that it can be added.

2.1a Total number of bookmobiles [PLS 211 & PLS 712]	0
2.1b Total number of branch libraries [PLS 210]	0
2.2a Are any of the branch libraries a combined public and school library?	No
2.2b If YES, provide the name of the branch or branches in the box provided.	

Service Outlet Name

Location	2.3a Branch or Bookmobile Legal Name [PLS 702]	2.3b If the outlet's legal name has changed, then enter the updated answer here.	2.3c Was this an official name change?
LISLE L.D.	LISLE LIBRARY DISTRICT		

ISL Control Number

Location	
LISLE L.D.	

Street Address

Location	2.6a Street Address [PLS 703]	2.6b If the outlet's street address has changed, then enter the updated answer here.	2.6c Was this a physical location change?

Address

LISLE L.D. LISLE

County & Phone

LISLE L.D. DuPage

Square Feet

LISLE L.D.	129,500
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IDS

Hours and Attendance

WISLE L.D.	3,484
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ANNUAL REPORT DATA (3.1 - 3.7)

during the latest period, this may mean that your report needs to cover more or less than a twelve (12) month period.

3.5 Telephone Number of Person Preparing Report

REFERENDA (4.1 - 4.7)

submitted to the voters at an election held under the general election law. Examples are: bond issue, district establishment, tax increase.

4.1b How many referenda was your library involved in?

Referendum 1

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Referendum 2

4.2 Referendum Type

Referendum 3

4.2	Referendum Type	4.3 If Other, what was the referendum type?	4.4	Referendum Date (mm/dd/year)	4.5	Passed or Failed?	4.6	Effective Date (mm/dd/year)	4.7	Referendum ballot language documentation
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Referendum 4

4.2	Referendum Type	4.3 If Other, what was the referendum type?	4.4	Referendum Date (mm/dd/year)	4.5	Passed or Failed?	4.6	Effective Date (mm/dd/year)	4.7	Referendum ballot language documentation
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Referendum 5

4.2	Referendum Type	4.3 If Other, what was the referendum type?	4.4	Referendum Date (mm/dd/year)	4.5	Passed or Failed?	4.6	Effective Date (mm/dd/year)	4.7	Referendum ballot language documentation
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CURRENT LIBRARY BOARD (5.1 - 5.13)

Please report the number of board seats and the number of vacancies. Be sure to provide current board member information; including name, position, telephone number, e-mail address, home address, and term expiration date. If there are vacancies, please explain.

All personal identifying information is FOIA exempt and will NOT be released to the public. The only information that the Illinois State Library will release upon request is the board member name, trustee position and term expiration date.

Report the most current information available.

5.1	Total number of board seats	7
5.2	Total number of vacant board seats	0
5.2b	Please explain	-1 Not Applicable
5.3	This public library board of trustees attests that the current board is legally established, organized, and the terms of office for library trustees are all unexpired.	Yes
5.4	IF NO, please explain	

First Member

5.5	Name	Vanessa Berry
5.6	Trustee Position	Other
5.7	Present Term Ends (mm/year)	05/2027
5.8	Telephone Number	630-971-1675
5.9	E-mail Address	berryv@lislelibrary.org
5.10	Home Address	
5.11	City	
5.12	State	IL
5.13	Zip Code	60532

Second member

5.5	Name	Debbie Breihan
5.6	Trustee Position	Other
5.7	Present Term Ends (mm/year)	05/2027
5.8	Telephone Number	630-971-1675
5.9	E-mail Address	breihand@lislelibrary.org
5.10	Home Address	
5.11	City	
5.12	State	IL

5.13 Zip Code	60532
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Third member

5.5 Name	Josh Martin
5.6 Trustee Position	Other
5.7 Present Term Ends (mm/year)	05/2027
5.8 Telephone Number	630-971-1675
5.9 E-mail Address	martinj@lislelibrary.org
5.10 Home Address	
5.11 City	
5.12 State	IL
5.13 Zip Code	60532

Fourth member

5.5 Name	Marjorie Bartelli
5.6 Trustee Position	Vice-President
5.7 Present Term Ends (mm/year)	05/2025
5.8 Telephone Number	630-971-1675
5.9 E-mail Address	bartellim@lislelibrary.org
5.10 Home Address	
5.11 City	
5.12 State	IL
5.13 Zip Code	60532

Fifth member

5.5 Name	Emily Swistak
5.6 Trustee Position	President
5.7 Present Term Ends (mm/year)	05/2025
5.8 Telephone Number	630-971-1675
5.9 E-mail Address	swistake@lislelibrary.org
5.10 Home Address	
5.11 City	
5.12 State	IL
5.13 Zip Code	60540

Sixth member

5.5 Name	Liz Sullivan
5.6 Trustee Position	Secretary
5.7 Present Term Ends (mm/year)	05/2025
5.8 Telephone Number	630-971-1675
5.9 E-mail Address	sullivanl@lislelibrary.org
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	60532

Seventh member

5.5 Name	Karen Larson
5.6 Trustee Position	Treasurer
5.7 Present Term Ends (mm/year)	05/2027
5.8 Telephone Number	630-971-1675
5.9 E-mail Address	larsonk@lislelibrary.org
5.10 Home Address	

5.11 City	Lisle
5.12 State	IL
5.13 Zip Code	60532

Eighth member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

Ninth member

5.5 Name	
5.6 Trustee Position	
5.7 Present Term Ends (mm/year)	
5.8 Telephone Number	
5.9 E-mail Address	
5.10 Home Address	
5.11 City	
5.12 State	
5.13 Zip Code	

FACILITY/FACILITIES (6.1-6.3b)

Please provide the requested information about the library's facilities.

6.1 Does the library address the environmental needs of patrons on the autism spectrum?	Yes	We have low stimulus spaces for patrons, as well as staff trained to provide support.
6.1b If so, please describe		1
6.2 Total Number of Meeting Rooms		321
6.2b Total number of times meeting room(s) used by the public during the fiscal year ²		6
6.3 Total Number of Study Rooms		1,272
6.3b Total number of times study room(s) used by the public during the fiscal year ³		

ASSETS AND LIABILITIES (7.1 - 7.13)

The below sections request information regarding property, fiscal accumulations and outstanding liabilities. These sections are required by statute [75 ILCS 5/4-10, 75 ILCS 16/30-65] to be included in the annual report. Please provide the requested information in each section.

Property

Libraries are required by statute [75 ILCS 5/4-10(4), 75 ILCS 16/30-65(a)(3)] to provide a statement as to property acquired through legacy, purchase, gift or otherwise. Please provide this information in the section below.

7.1 What is the estimated current fair market value for the library's real estate (land and buildings including garages, sheds, etc.)? ⁴	\$12,954,000
7.2 During the last fiscal year, did the library acquire any real and/or personal property?	No

IF YES, how much of the property was acquired through the following options? (Enter dollar amount for each option 7.3-7.6 that applies)

7.3 Purchase	
7.4 Legacy	
7.5 Gift	
7.6 Other	

7.7 Provide a general description of the property acquired.

Fiscal Accumulations

Libraries are required by statute [75 ILCS 5/4-10(7), 75 ILCS 16/30-65(a)(4)] to provide a statement as to the amount of any fiscal accumulations and the reasons for the accumulations. Please provide this information in the section below.

7.8 Does your library have fiscal accumulations (reserve funds, outstanding fund balances, etc.)?

Yes
\$585,614.32 In Special Reserve funds per Special Reserve Ordinance which designates funds to be used for capital improvement projects.

Liabilities

Libraries are required by statute [75 ILCS 5/4-10(8), 75 ILCS 16/30-65(a)(5)] to provide a statement as to any outstanding liabilities, including for bonds still outstanding. Please provide this information in the section below.

7.10 Does your library have any outstanding liabilities including bonds, judgments, settlements, etc.?

Yes
\$920,000
General Obligation Debt Certificate dated 11/18/21 due 1/1/2030

OPERATING RECEIPTS BY SOURCE (8.1 - 8.21)

Libraries are required by statute [75 ILCS 5/4-10(1)(9), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement of operating receipts. "Operating receipts" are the monies received and utilized during the library's fiscal year to support the provision of ongoing, day-to-day library services. Only include funds received during the report period. If the library was awarded a grant, but only received part of the funds during the report period, report only the portion of the grant received, not the whole amount of the grant.

Exclude revenue for major capital expenditures, contributions to endowments, revenue passed through to another agency, funds unspent in previous fiscal years (e.g. carryover), and tax anticipation warrants.

NOTE: Round answers to the nearest whole dollar.

Local Government

This includes all local government funds designated by the community, district, or region and available for expenditure by the public library. For example, include receipts from: local property taxes (library taxes), impact fees (IL Highway Code), the Mobile Home Local Services Tax Act. Do not include the value of any contributed or in-kind services or the value of any gifts and donations, library fines, fees, or grants. Do not include state, federal, and other funds passed through local government for library use. Report these funds with state government revenue or federal government revenue, as appropriate.

8.1 Local government [PLS 300] (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales which must be reported in 12.1a only)	\$4,154,600
8.1a Is this library's annual tax levy/fiscal appropriation subject to tax caps [the Property Tax Extension Limitation Law, 35 ILCS 200/18-185, et seq.]?	Yes
8.1b Local government funds for the ensuing or upcoming/current fiscal year (includes all local government funds designated by the community, district, or region and available for expenditure by the public library, except capital income from bond sales.)	\$4,544,000

State Government

These are all funds distributed to public libraries by state government for expenditure by the public libraries, except for federal money distributed by the state. This includes funds from such sources as penal fines, license fees, and mineral rights.

Note: If operating revenue from consolidated taxes is the result of state legislation, the revenue should be reported under state revenue (even though the revenue may be from multiple sources).

If you are not sure if funds you received through the State of Illinois are federal of state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.2 Per capita grant	\$44,664
8.3 Equalization aid grant	\$0
8.4 Personal property replacement tax	\$38,000
8.5 Other State Government funds received	\$0
8.6 If Other, please specify	-1 Not Applicable

8.7 Total State Government Funds (8.2 + 8.3 + 8.4 + 8.5) [PLS 301]	\$82,664
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Federal Government

This includes all federal government funds distributed to public libraries for expenditure by the public libraries, including federal money distributed by the State of Illinois (e.g., LSTA grants paid directly to your library).

If you are unsure if the funds you received through the State of Illinois were federal or state funds, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

8.8 LSTA funds received	\$0
8.9 E-Rate funds received	\$0
8.10 Other federal funds received	\$0
8.11 If Other, please specify	-1 Not Applicable
8.12 Total Federal Government Funds (8.8 + 8.9 + 8.10) [PLS 302]	\$0

Other Income

This is all operating revenue other than that reported under local, state, and federal funds. Include, for example, monetary gifts and donations received in the current year, interest, library fines, fees for library services, or grants. Do not include the value of any contributed or in-kind services or the value of any non-monetary gifts and donations.

8.13 Monetary Gifts and Donations	\$500
8.14 Other receipts intended to be used for operating expenditures	\$98,425
8.15 TOTAL all other receipts (8.13 + 8.14) [PLS 303]	\$98,925
8.16 Other non-capital receipts placed in reserve funds	\$8,326

Total Operating Receipts

8.17 TOTAL receipts (8.1 + 8.7 + 8.12 + 8.15) [PLS 304]	\$4,336,189
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Safeguarding of Library Funds

This section requests information to verify that libraries meet the statutory required minimum level of insurance for library funds [75 ILCS 5/4-9 and 75 ILCS 16/30-45(e)]. According to these statutes, "the library shall provide the Illinois State Library a copy of the library's certificate of insurance at the time the library's annual report is filed."

For municipalities of less than 500,000 population, 75 ILCS 5/4-9 requires that the bond be "...not less than 50% of the total funds received by the library in the last fiscal year..." or the insurance policy or other insurance instrument's coverage "...shall be in an amount at least equal to 50% of the average amount of the library's operating fund from the prior 3 fiscal years."

For public library districts, 75 ILCS 16/30-45(e) requires that the bond be "...based upon a minimum of 50% of the total funds received by the district in the last previous fiscal year..." or the insurance policy or other insurance instrument's coverage "... shall be in an amount at least equal to 50% of the average amount of the district's operating fund from the prior 3 fiscal years."

8.18a The library safeguards its funds using which option?	Surety Bond
8.18b Proof of Certificate of Insurance for Library Funds	-1 Have Surety Bond
8.19 What is the coverage amount of either the surety bond OR the insurance policy/insurance instrument?	\$2,200,000
8.20 Is the amount of the surety bond, insurance policy or other insurance instrument in compliance with library law?	Yes
8.21 The designated custodian of the library's funds is:	Library Treasurer

OPERATING EXPENDITURES BY CATEGORY (9.1 - 11.2)

Libraries are required by statute [75 ILCS 5/4-10(2), 75 ILCS 16/30-65(a)(6)] to provide an itemized statement as to how operating revenues have been expended during the fiscal year report period. "Operating expenditures" are the current and recurrent costs necessary to support the provision of library services.

Include: Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library may be included if the information is available to the reporting agency. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

Exclude: Do not report the value of free items, estimated costs, and capital expenditures.

NOTE: Round answers to the nearest whole dollar.

STAFF EXPENDITURES (9.1-9.3)

This section gathers information on staff benefits and salaries. If the information is available, include benefits and salaries for staff that are paid by other taxing agencies (government agencies with the authority to levy tax) "on behalf of" the library.

NOTE: Round answers to the nearest whole dollar.

9.1 Salaries and wages for all library staff [PLS 350]	\$2,122,797
9.2a Fringe benefits, for all library staff, paid for from either the library's or the municipal corporate authority's appropriation [PLS 351]	\$510,369
9.2b If this library answered question 9.2a as zero, please select an explanation from the drop-down box.	
9.3 Total Staff Expenditures (9.1 + 9.2) [PLS 352]	\$2,633,166

COLLECTION EXPENDITURES (10.1 - 10.4)

Include expenditures for all materials in all formats (e.g., print, microform, electronic) whether purchased, leased or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

NOTE: Round answers to the nearest whole dollar.

10.1 Printed Materials (books, newspapers, etc.) [PLS 353]	\$232,941
10.2 Electronic Materials (e-books, databases, etc.) [PLS 354]	\$263,774
10.3a Other Materials (CDs, DVDs, video games, etc.) [PLS 355]	\$75,503
10.3b Please list the types of materials purchased in 10.3a	DVDs, Blu-rays, CDs, Games, Video Games, Art Prints, Digital devices, AV kits
10.4 TOTAL Collection Expenditures (10.1 + 10.2 + 10.3) [PLS 356]	\$572,218

OTHER OPERATING EXPENDITURES (11.1 - 11.2)

This includes all expenditures other than those reported for Staff Expenditures and Collection Expenditures. Exclude purchases of major fixed assets, which should be reported in capital expenditures (12.7).

NOTE: Round answers to the nearest whole dollar.

11.1 All other operating expenditures not included above (supplies, utilities, legal fees, etc.) [PLS 357]	\$877,787
11.2 TOTAL operating expenditures (9.3 + 10.4 + 11.1) [PLS 358]	\$4,083,171

CAPITAL REVENUE AND EXPENDITURES (12.1 - 12.7)

This section gathers information on capital revenue and expenditures. Provide information for funds received and spent during the fiscal year report period only. If the library was awarded a grant, but only received part of the funds during the report period, report only the amount of the funds received, not the entire grant award.

Capital Revenue

Include funds received during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude revenue for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.1a Local Government: Capital Income from Bond Sales	\$0
12.1b Local Government: Other	\$0
12.1c Total Local Government (12.1a + 12.1b) [PLS 400]	\$0
12.2 State Government [PLS 401]	\$0
12.3 Federal Government [PLS 402]	\$0
12.4 Other Capital Revenue [PLS 403]	\$0
12.5 If Other, please specify	-1 Not Applicable

12.6 Total Capital Revenue (12.1c + 12.2 + 12.3 + 12.4) [PLS 404]

\$0

Capital Expenditures

Include funds expended during the fiscal year report period for: site acquisitions; new building(s); additions to or renovations of existing buildings; furnishings, equipment, and initial collections for new buildings, building additions, or building renovations; computer hardware and software used to support library operations, to link to networks, or to run information products; new vehicles; or other one-time major projects.

Exclude expenditures for: replacement and/or repair of existing furnishings and equipment, regular purchase of library materials, investments for capital appreciation, income passed through to another agency (e.g., fines), and funds unspent in previous fiscal year (e.g., carryover).

NOTE: Round answers to the nearest whole dollar.

12.7 Total Capital Expenditures [PLSC 405]

\$177,777

PERSONNEL (13.1 - 13.46)

Include all positions funded in the library's budget whether those positions are filled or not. Report position figures as of the last day of the fiscal year. Include only paid employees. Do NOT include volunteers.

Report personnel in the appropriate categories based on the type of library work being performed rather than on an employee's educational qualifications.

The FTE (full-time equivalent/employee) calculator utilizes the IMLS/PLSC national standard for a full-time work week as 40 hours per week. Illinois libraries should report each staff member's hours per week based on the number of hours worked. If your library considers 35-39+ hours per week as a full-time work week, then report using those figures. DO NOT inflate the hours your library considers as a full-time work week in order to force the resulting calculation to equal 1 FTE. For national comparison purposes, your library must report the total hours per week based on your local standard. For example, for an Illinois library that considers 37.5 hours per week as a full-time work week, the FTE calculation reported nationally will be .9375 or .94 rather than 1.00.

Group A

This category includes all LIBRARIANS with MASTER'S DEGREES from an American Library Association (ALA) ACCREDITED program of Library and Information Studies. Another row will automatically appear once data is entered in the current row.

Summary	18	18	\$647.05	675.00
13.1 Position Title	13.2 Primary Work Area	13.3 Hourly Rate	13.4 Total Hours/Week	
Tatiana Weinstein	Library Director	\$69.85	37.50	
Will Savage	Assistant Library Director	\$50.27	37.50	
Elizabeth Hopkins	Adult Services	\$43.50	37.50	
Noelle Spicher	Adult Services	\$29.56	37.50	
Jean Demas	Adult Services	\$36.63	37.50	
Xavier Duran	Adult Services	\$30.53	37.50	
Krista Kloepper	Adult Services	\$34.73	37.50	
Lori Cummins	Adult Services	\$25.20	37.50	
John Ferrari	Children's Services	\$41.03	37.50	
Katie McMahon	Children's Services	\$31.00	37.50	
Tiffany Song	Children's Services	\$24.19	37.50	
Mallory Caise	Children's Services	\$29.00	37.50	
Emily Walker	Children's Services	\$25.14	37.50	
Isolda Page	Children's Services	\$49.38	37.50	
Paul Hurt	Circulation	\$43.50	37.50	
Laura Murff	Cataloging	\$25.54	37.50	
Brian Baxter	Cataloging	\$29.00	37.50	
Andrea Varry	Cataloging			

Group A Total

13.5 Total Group A: FTE ALA-MLS (13.4 / 40) [PLS 250]

16.88

Group A hidden group hours

Group B

This category includes other librarians. Include employees with the TITLE of LIBRARIAN who either have other types of library education (non-American Library Association (ALA) accredited library degrees; undergraduate library science majors or minors) OR do paid work that usually requires professional training and skill in the theoretical or scientific aspects of library work, or both, as distinct from its mechanical or clerical aspects. Another row will automatically appear once data is entered in the current row.

Summary	13.6 Position Title	13.7 Primary Work Area	13.8 Education Level	13.9 Hourly Rate	13.10 Total Hours/Week
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Group B Total

13.11 Total Group B: FTE Other Librarians (13.10/40)	0.00
13.12 Total FTE Librarians (13.5 + 13.11) [PLS 251]	16.88

Group C

This category includes full-time and part-time professional staff without the title of librarian and administrative support specialists (personnel director, business manager, public relations, other non-library specialists), information technology professionals (IT director, webmaster) and other technical and clerical employees.

13.13 Total hours worked in a typical week by all Group C employees	657.50
13.14 Minimum hourly rate actually paid	\$15.86
13.15 Maximum hourly rate actually paid	\$41.18
13.16 Total FTE Group C employees (13.13 / 40)	16.44

Group D

This category includes full-time and part-time pages or shelvers.

13.17 Total hours worked in a typical week by all Group D employees	77.00
13.18 Minimum hourly rate actually paid	\$14.00
13.19 Maximum hourly rate actually paid	\$17.07
13.20 Total FTE Group D employees (13.17 / 40)	1.93

Group E

This category includes full-time and part-time building maintenance, security or plant operation employees.

13.21 Total hours worked in a typical week by all Group E employees	58.00
13.22 Minimum hourly rate actually paid	\$19.32
13.23 Maximum hourly rate actually paid	\$21.74
13.24 Total FTE Group E employees (13.21 / 40)	1.45
13.25 Total FTE Other Paid Employees from Groups C, D, and E (13.16 + 13.20 + 13.24) [PLS 252]	19.81
13.26 Total FTE Paid Employees (13.12 + 13.25) [PLS 253]	36.69

Librarian Vacancies

Include only those budgeted librarian positions vacant on the last day of this fiscal year for which there was an active search while the position remained vacant. Another row will automatically appear once data is entered in the current row.

Summary	13.27 Position Title	13.28 Primary Work Area	13.29 Education Level	13.30 Total Hours/Week	13.31 Number of Weeks Vacant during report period.	13.32 Annual Salary Range Minimum	13.33 Annual Salary Range Maximum
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Newly Created Librarian Positions

Include any newly created librarian positions which were created during the fiscal year reporting period. Another row will automatically appear once data is

entered in the current row.

Summary	13.34 Position Title	13.35 Primary Work Area	13.36 Education Level	13.37 Total Hours/Week	13.38 Current Status: Filled or Unfilled	13.39 Date Filled (mm/year, if applicable)

Eliminated Librarian Positions

An eliminated librarian position is one that was budgeted for during the previous fiscal year period but was not in the budget for the current report period. Another row will automatically appear once data is entered in the current row.

Summary	13.40 Position Title	13.41 Primary Work Area	13.42 Education Level	13.43 Total Hours/Week	13.44 Date Eliminated (mm/year)	13.45 Last Annual Salary Paid	13.46 Reason Eliminated

LIBRARY VISITS (14.1 - 14.1a)

This section collects information on the number of library visits. This is prefilled, based on the answer from Section 2.14.

14.1 Total annual visits/attendance in the library [PLS 501]	152,257
14.1a Library Visits Reporting Method [PLS 501a]	Annual Count

PROGRAMS, ACTIVITIES & ATTENDANCE (15.1 - 15.39a)

Synchronous Programs:

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may cover use of the library, library services, or library tours. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Examples of these types of programs include film showings; lectures; story hours; literacy, English as a second language, citizenship classes; and book discussions.

Count all programs, whether held on- or off-site, or held virtually as a group that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. If programs are offered as a series, count each program in the series. For example, a film series offered once a week for eight weeks should be counted as eight programs.

Exclude library activities delivered on a one-to-one basis, rather than to a group, such as one-to-one literacy tutoring, services to homebound, resume writing assistance, homework assistance, and mentoring activities.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

Self-Directed Activities:

A self-directed activity is any planned event for which the patron can participate on their own (instead of at a designated time with a group). Registration is not required. A staff member may monitor the activity, but may or may not directly interact with the participants. Examples of these types of events include drop-in craft sessions, take and make kits, library scavenger hunts (when not done as part of a group), etc.

Count all self-directed activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude activities sponsored by other groups that use library facilities. If activities are offered as a series, count each activity in the series.

Note: For more information, please refer to the Counting Opinions login screen for links to: "Guidance for Programs: Live Virtual and Recorded", "How to Count Programs and Activities", and "Virtual Programming Guidelines".

15.1 Synchronous Programs (All Group Programs by Age)				15.2 Attendance	15.3 Self Directed Activities	15.4 Self Directed Activity Participants
Children (0-5)	5376	612,927	70	80		
Children (6-11)	9140	102,454	110	120		
Young Adults (12-18)	74	443	130	140		
Adults (19 and older)	204	3,288	12	240		
General Interest	4	2,400	32	154,129		
Total	798	21,512	44	4,369		

Onsite, Offsite and Virtual (All Group Programs by Type)

Synchronous In-Person Onsite Program Sessions	15.29 Program Sessions	15.30 Program Attendance
Synchronous In-Person Offsite Program Sessions	16722	1711,372
Synchronous Virtual Program Sessions	76	5,951
Total	47	18784
	19845	2018,107

Asynchronous Virtual Presentations (Subset of Self-Directed Activities)

15.37 Total Number of Asynchronous (Virtual) Program Presentations [PLS 620]	54
15.38 Total Views of Asynchronous (Virtual) Program Presentations [PLS 630] ²¹	87,658

Special Programming

15.39a Did the library provide any special programming for patrons on the autism spectrum?	Yes
15.39b Please describe the programming provided.	We provide outreach programming services to a local school serving children on the autism spectrum.

REGISTERED USERS (16.1 - 16.4)

This section collects information about the number of resident and non-resident library users. A registered user is a library user who has applied for and received an identification number or card from the public library that has established conditions under which the user may borrow library materials and gain access to other library resources.

Note: Files should have been purged within the past three (3) years.

16.1 Total Number of Unexpired Resident Cards	9,650
16.2a Total Number of Unexpired Non-Resident Cards	9
16.2a (1) Of the total in 16.2a, how many Cards for Kids Act cards were issued?	0
16.2a (2) Of the total in 16.2a, how many Disabled Veterans cards were issued?	0
16.2b What was the total amount of the fees collected from the sale of non-resident cards during the past fiscal year?	\$1,446.76
16.3 Total Number of Registered Users (16.1 + 16.2a) [PLS 503]	9,659
16.4 Is your library's registered user/patron file purged a minimum of one time every three years?	Yes
16.5 Does the library charge overdue fines to any users when they fail to return physical print materials by the date due? [PLS 504]	No
16.6 Did your library board adopt a policy to waive the non-resident fee for persons under the age of 18?	No

RESOURCES OWNED (17.1 - 17.9)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items in the library's collection available for use as of the last day of the fiscal year report period.

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Material Expenditures. Under this category report only items the library has acquired as part of the collection and cataloged, whether purchased, lease, licensed, or donated as gifts that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

For guidance in counting electronic materials, please reference the following guide: [Counting Electronic Materials for the IPLAR](#)

17.1 Print Materials [PLS 450]	96,601
17.2 Current Print Serial Subscriptions	173
17.3 Total Print Materials (17.1+17.2)	96,774
17.4 E-books Held at end of the fiscal year [PLS 451]	97,131
17.5a Audio Recordings: Physical Units Held at end of the fiscal year [PLS 452]	7,733
17.5b Audio Recordings: Downloadable Units Held at end of the fiscal year [PLS 453]	58,216
17.6a DVDs/Videos: Physical Units Held at end of the fiscal year [PLS 454]	16,776
17.6b DVDs/Videos: Downloadable Units Held at end of the fiscal year [PLS 455]	6,969
17.6c Other Circulating Physical Items [PLS 462]	1,233

17.6d Total Physical Items in Collection [PLS 461]

122,343

Electronic Collections

Report the number of electronic collections. An electronic collection is a collection of electronically stored data or unit records (facts, bibliographic data, abstracts, texts, photographs, music, video, etc.) with a common user interface and software for the retrieval and use of the data. An electronic collection may be organized, curated and electronically shared by the library, or rights may be provided by a third party vendor. An electronic collection may be funded by the library, or provided through cooperative agreement with other libraries, or through the State Library. Do not include electronic collections that are provided by third parties and freely linked to on the web.

Electronic Collections do not have a circulation period, and may be retained by the patron. Remote access to the collection may or may not require authentication. Unit records may or may not be included in the library's catalog; the library may or may not select individual titles. Include electronic collections that are available online or are locally hosted in the library.

Note: The data or records are usually collected with a particular intent and relate to a defined topic.

Report the number of electronic collections acquired through curation, payment or formal agreement, by source of access.

17.7 Local/Other Cooperative agreements [PLS 456]	34
17.8 State (state government or state library) [PLS 457]	16
17.9 Total Electronic Collections (17.7 + 17.8) [PLS 458]	50

USE OF RESOURCES (18.1 - 18.17)

Libraries are required by statute [75 ILCS 5/4-10(3), 75 ILCS 16/30-65(a)(6)] to provide a statement as to the number and character of items circulated by the library. Report for the library's entire fiscal year.

For guidance in counting electronic item usage, please reference the following guide: [Counting Electronic Item Usage for the IPLAR](#)

18.1 Number of adult materials loaned	237,103
18.2 Number of young adult materials loaned	7,979
18.3 Number of children's materials loaned [PLS 551]	202,991
18.4 Total number of materials loaned (18.1 + 18.2 + 18.3)	448,073

Report circulation, including renewals, by the material types below.

For guidance in counting electronic content circulation and usage, please reference the following guide: [Reporting Electronic Item Usage for the IPLAR](#)

18.5 Books- Physical	265,405
18.6 Videos/DVDs- Physical	52,332
18.7 Audios (include music)- Physical	8,852
18.8 Magazines/Periodicals- Physical	4,781
18.9 Other Items- Physical [PLS 561]	20,389
18.10 Physical Item Circulation (18.5-18.9) [PLS 553]	351,759
18.11 Use of Electronic Materials [PLS 552]	96,314
18.12 Total Circulation of Materials (18.10+18.11) [PLS 550]	448,073
18.13 Successful Retrieval of Electronic Information [PLS 554]	97,521
18.14 Electronic Content Use (18.11+18.13) [PLS 555]	193,835
18.15 Total Collection Use (18.10+18.11+18.13) [PLS 556]	545,594
18.16 Interlibrary Loans Provided TO other libraries [PLS 575]	580
18.17 Interlibrary Loans Received FROM other libraries [PLS 576]	4,141

PATRON SERVICES (19.1-19.2)

This section gathers information on services the library provides to its patrons. Please fill in the information requested.

Reference Transactions

Reference Transactions are information consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help others to meet particular information needs.

A reference transaction includes information and referral service as well as unscheduled individual instruction and assistance in using information sources (including web sites and computer-assisted instruction). Count Readers Advisory questions as reference transactions.

NOTE: It is essential that libraries do not include directional transactions in the report of reference transactions. Directional transactions include giving

instruction for locating staff, library users, or physical features within the library. Examples of directional transactions include, "Where is the reference librarian? Where is Susan Smith? Where is the rest room? Where are the 600s? Can you help me make a photocopy?"

If an annual count is not available, then select a typical week and multiply by 52 to estimate the annual count.

19.1 Total Annual Reference Transactions [PLS 502] ²³	51,712
19.1a Reference Transactions Reporting Method [PLS 502a]	Annual Count

One-on-One Tutorials

One-on-one tutorials are when a staff member spends a considerable amount of time tutoring or teaching a patron on a specific subject. Note that these are different from programs, which are put on for a group, and reference transactions, which are limited to information consultations (see definition above).

19.2 Total Annual One-on-One Tutorials	6,685
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AUTOMATION (20.1 - 20.5)

This section is collecting information about automation technology in your library. Please provide the requested information below.

20.1 Total number of ALL computers in the library	114
20.2 Total number of PUBLIC USE (Internet and non-Internet accessible) computers in the library)	53
20.3 Is your library's catalog automated?	Yes
20.4 Is your library's catalog accessible via the web?	Yes
20.5 Does your library have a telecommunications messaging device for the hearing impaired?	No

INTERNET (21.1 - 21.9)

This section collects information about internet services in the library facility. Please provide the requested information below.

21.1 Does your library have Internet access?	Yes
21.2a What is the maximum speed of your library's Internet connection? (Select one)	Other (Specify)
21.2b If Other, please specify	150 Mbps
21.3 What is the monthly cost of the library's Internet access?	\$450
21.4 Number of Internet Computers Available for Public Use [PLS 650]	29
21.5 Number of Uses (Sessions) of Public Internet Computers Per Year [PLS 651]	10,024
21.5a Reporting Method for Number of Uses of Public Internet Computers Per Year [PLS 651a]	Annual Count
21.6 Wireless Sessions Per Year [PLS 652]	14,191
21.6a Reporting Method for Wireless Sessions [PLS 652a]	Annual Count
21.7 Does your library utilize Internet filters on some or all of the public access computers?	No
21.8 Does your library provide instruction (workshops, classes) to patrons on the use of the Internet?	Yes
21.9 Number of website visits or sessions to your library website [PLS 653]	115,790 --Select--

E-RATE (22.1 - 22.3)

E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides discounts to assist schools and libraries in the United States to obtain affordable telecommunications and Internet access.

22.1 Did your library apply directly for E-rate discounts for the fiscal year?	No
22.2a If YES, did your library apply for Category 1, Category 2 or both?	
22.2b IF YES, what is the dollar amount that your library was awarded for the fiscal year report period?	
22.3 If NO, why did your library NOT participate in the E-rate program?	We receive telecommunications service as part of an intergovernmental agreement with other local government entities.

STAFF DEVELOPMENT & TRAINING (23.1 - 23.5)

This section focuses on staff development and training. Please provide the requested information below.

23.1 How much money did your library spend on staff development and training this fiscal year? (Round answer to the nearest whole dollar.)	\$13,349
23.2 Does the above amount include travel expenses?	Yes
23.3 How many hours of training did employees receive this year? ²⁴	696.50
23.4 Does your library provide training to enable staff to better serve their patrons on the autism spectrum?	Yes
23.5 Would you like to receive autism training at your library?	Yes

COMMENTS AND SUGGESTIONS (24.1-24.3)

Please use this section to provide further information about your library and/or comments or suggestions for changes to the IPLAR process. We will use the comments you supply to better represent your data to the Public Library Survey and to help improve future versions of the IPLAR.

24.1 Are there any other factors that may have affected your library's annual report data of which you would like to make us aware?	-1No Comments
24.2 Are there any unique programs or services your library provided during the report period of which you would like to make us aware?	Our drive up pickup window had its first full year of use. Our butterfly garden was officially designated as a Monarch Waystation. We are a license plate sticker renewal location. We currently have 9 voter registrars on staff. We provide notary service. The seed library remains a popular feature.
24.3 Please provide any comments, suggestions or concerns about the Illinois Public Library Annual Report (IPLAR).	-1No Comments

PUBLIC LIBRARY DISTRICT SECRETARY'S AUDIT (25.1-25.5) DISTRICT LIBRARIES ONLY

Public Library Districts are required by statute [75 ILCS 16/30-65(a)(1),(c)(d)] to submit the Public Library District Secretary's Audit.

NOTE: If there ARE any errors or discrepancies, please list and explain fully.
NOTE: Only DISTRICT libraries need to complete this Section, all other libraries should select "Not Applicable" for all questions in this section.

25.1 Were the secretary's records found to be complete and accurate?	Yes
25.2 If NO, please list and explain any errors or discrepancies.	
25.3 First board member completing the audit	Liz Sullivan
25.4 Second board member completing the audit	Karen Larson
25.5 Date the Secretary's Audit was completed	08/01/2024

IPLAR CERTIFICATION

Please have the library director, board president and board secretary type their names in the boxes provided to certify that they agree with the following statement:

This Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10 (municipal libraries) or 75 ILCS 16/30-65 (public library districts). The undersigned authorized agents for this public library: (1) accept and acknowledge that the appended IPLAR is essentially accurate and correct; (2) transmit the appended IPLAR for review and any subsequent resolution; and, (3) agree that the electronic IPLAR copy submitted to the Illinois State Library shall serve as the official file copy.

Electronic Signature	
Library Director	Tatiana Weinstein
President	Emily Swistak
Secretary	Liz Sullivan

IPLAR SUBMISSION REMINDERS

Follow these steps for IPLAR submission:

1. Select the "Verify" button located at the top of the screen.
2. Review the form and resolve any required fields or edit checks (they will be highlighted in red). In the case of edit checks, explain pragmatically why this year's answer is equal to, less than, or more than the previous year's answer.
3. Select the "Submit/Lock" button at the top of the page.

NOTE: All required questions must be answered and all edit checks must contain narrative notes in order for the survey to electronically submit, otherwise you will be taken to a review screen listing the questions that require additional information. If you have trouble getting the form to submit/lock, please contact Pat Burg (217-785-1168, pburg@ilsos.gov).

- 1, 2.11a As indicated last year, the square footage is now 32,600 sq ft after our recent renovation. (0-2024-08-05)
- 2, 6.2b Our meeting rooms were fully accessible to the public this year, as opposed to 22-23 due to renovation. (0-2024-07-31)
- 3, 6.3b Our study rooms were fully accessible to the public this year, as opposed to 22-23 due to renovation. We also added 3 study rooms as part of the renovation. (0-2024-08-06)
- 4, 7.1 We had an insurance appraisal completed in June 2024, the new number was our updated estimate from our insurer. (0-2024-08-02)
- 5, We completed an extensive renovation project in April 2023. The building was not fully open for programming the entire fiscal year previous to 23-24. (0-2024-07-29)
- 6, We completed an extensive renovation project in April 2023. The building was not fully open for programming the entire fiscal year previous to 23-24. (0-2024-07-29)

8/8/24, 8:58 AM

Data Input

- 7, We adjusted all of our youth self directed activities to target all ages, so we counted them as "General Interest" (0-2024-07-29)
- 8, We adjusted all of our youth self directed activities to target all ages, so we counted them as "General Interest" (0-2024-07-29)
- 9, [PLS 602] We completed an extensive renovation project in April 2023. The building was not fully open for programming the entire fiscal year previous to 23-24. (0-2024-07-29)
- 10, [PLS 612] We completed an extensive renovation project in April 2023. The building was not fully open for programming the entire fiscal year previous to 23-24. (0-2024-07-29)
- 11, We adjusted all of our youth self directed activities to target all ages, so we counted them as "General Interest" (0-2024-07-29)
- 12, We adjusted all of our youth self directed activities to target all ages, so we counted them as "General Interest" (0-2024-07-29)
- 13, 15.7 We adjusted all of our youth self directed activities to target all ages, so we counted them as "General Interest" (0-2024-07-29)
- 14, 15.8 We adjusted all of our youth self directed activities to target all ages, so we counted them as "General Interest" (0-2024-07-29)
- 15, 15.12 We adjusted all of our self directed activities to target all ages, so we counted them as "General Interest" (0-2024-07-29)
- 16, We completed an extensive renovation project in April 2023. The building was not fully open for programming the entire fiscal year previous to 23-24. (0-2024-07-29)
- 17, We completed an extensive renovation project in April 2023. The building was not fully open for programming the entire fiscal year previous to 23-24. (0-2024-07-29)
- 18, [PLS 618] We were able to hold in person programming last year, which reduced the demand for virtual programming. (0-2024-07-29)
- 19, [PLS 600] We completed an extensive renovation project in April 2023. The building was not fully open for programming the entire fiscal year previous to 23-24. (0-2024-07-29)
- 20, [PLS 610] We completed an extensive renovation project in April 2023. The building was not fully open for programming the entire fiscal year previous to 23-24. (0-2024-07-29)
- 21, 15.38 One of our software how to videos made it to the top of Google's algorithms, garnering nearly 80,000 views last year. (0-2024-08-02)
- 22, 18.13 One of our electronic resource vendors changed the terms of how their items are used, switching from defined limit use to unlimited access (Overdrive magazine use). (0-2024-08-06)
- 23, 19.1 Our building was not fully open to the public during the 22-23 fiscal year due to renovation. (0-2024-07-31)
- 24, 23.3 This was the first year since 2020 we had a full programming routine (COVID, renovation). Staff had fewer available off desk hours to devote to professional development. (0-2024-08-05)

Daily Herald

Senior Social Hour

Test Prep with LearningExpress Library

Page to Screen Movie Matinee: How to Train Your Dragon

Periodical Cicadas with Dr. Carl Strang

Books & Banter: Movie Edition

Bust the "Myth of Aging": Move into Freedom and Relaxation

Olympics - 2024!

Take a Break From Stress With Meditation

Digital Magazines with your Library Card

Chicago Tribune

Senior Social Hour

Test Prep with LearningExpress Library

Page to Screen Movie Matinee: How to Train Your Dragon

Periodical Cicadas with Dr. Carl Strang

Books & Banter: Movie Edition

Bust the "Myth of Aging": Move into Freedom and Relaxation

Olympics - 2024!

Take a Break From Stress With Meditation

Digital Magazines with your Library Card



Senior Social Hour

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Books & Banter: Movie Edition

Bust the "Myth of Aging": Move into Freedom and Relaxation

Olympics - 2024!

Take a Break From Stress With Meditation

Digital Magazines with your Library Card



Senior Social Hour

Test Prep with LearningExpress Library

Page to Screen Movie Matinee: How to Train Your Dragon

Periodical Cicadas with Dr. Carl Strang

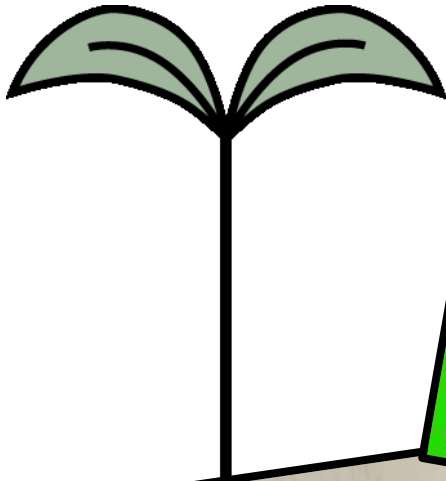
Books & Banter: Movie Edition

Bust the "Myth of Aging": Move into Freedom and Relaxation

Olympics - 2024!

Take a Break From Stress With Meditation

Digital Magazines with your Library Card



Bath & Personal Care Item Drive
July 15–July 31

Please donate new, unopened personal hygiene items to benefit community members in need. All collected donations will be distributed at the Lisle Township Food Pantry.

Items Needed:

- Shampoo/Conditioner
- Toothbrushes/Toothpaste
- Mouthwash/Dental Floss
- Toilet Paper
- Shaving Cream/Razors
- Feminine Hygiene Items
- Shower Gel
- Deodorant
- Lotion
- Q-Tips
- Baby Wipes
- Hand Soap
- Lip Balm
- Brushes/Combs
- Hand Sanitizer
- Laundry Soap
- Moisturizer
- Adult/Baby Diapers

