

LISLE LIBRARY DISTRICT

A checklist of information included in your board packet for the February 8, 2017 Board Meeting.

- 02/08/17 Agenda – 1 pgs.
- 01/11/17 Board Meeting Minutes – 2 pgs.
- 01/25/17 Finance Committee Meeting Minutes– 2 pgs.
- Treasurer's Report – 1 pg.
- Investment Activity Report – 1 pg.
- Current Assets Report – 1 pg.
- Revenue Report – 5 pgs.
- Expense Report – 10 pgs.
- Accounts Payable – 25 pgs.
- Director's Report – 3 pg.
- Monthly Circulation Report – 1 pg.
- Program and Service Statistics – 1 pg.
- LLD FY 2015-2016 Annual Report – 6 pgs.
- Public Relations pieces – 7 pgs.
- Policy 720 – 6 pgs.
- Draft pay grade adjustment – 1 pg.
- PTO report – 1 pg.

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District Board of Trustees will be held on February 8, 2017 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois.

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 AGENDA
February 8, 2017 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak
3. Consent Agenda – Action Required
 - a. Approve Minutes of the January 11, 2017 Board Meeting
 - b. Approve Minutes of the January 25, 2017 Finance Committee Meeting
 - c. Acknowledge Treasurer's Report, 01/31/17, Investment Activity Report, 01/31/17, Current Assets Report, 01/31/17, Revenue Report, 01/31/17, and Expense Report, 01/31/17
 - d. Authorize Payment of Bills, 02/08/17
4. Director's Report
Assign Trustees for "Review of Bills Next Month"
Trustee Sehy and Trustee Wang reviewed the January billings in February.
Trustee Flint and Trustee Fisher will review the February billings in March.
5. Committee Reports
 - a. Finance
 - b. Personnel/Policy
 - c. Physical Plant
 - d. Health Insurance ad hoc
6. Unfinished Business
7. New Business
 - a. Approve revision to Policy 720: Lisle Library Investments – Action Required
 - b. Approve pay grade adjustment – Action Required
Trustees to vote whether to adopt 2017-2018 pay grade schedule.
 - c. Approve PTO for retiring employee – Action Required
 - d. Semi-annual review of executive session minutes – Action Required
 - e. Review of executive session recordings more than 18 months old – Action Required
 - f. Review of historical executive session minutes – Action Required
Trustees to vote whether to release executive session minutes from 1981-2004.
8. 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
9. Adjourn

LISLE LIBRARY DISTRICT
BOARD MEETING
January 11, 2017 - 7:00 p.m.

1. Roll call

Present:

Richard Flint – President
Maureen Rieck – Vice-President
Colleen Sehy – Treasurer
John Huff – Secretary
Jay Fisher – Trustee
Tom Hummel – Trustee
Longry Wang – Trustee

2. Opportunity for visitors to speak

3. Consent Agenda – Action Required

- a. Approve Minutes of the December 14, 2016 Board Meeting
- b. Acknowledge Treasurer's Report, 12/31/16, Investment Activity Report, 12/31/16, Current Assets Report, 12/31/16, Revenue Report, 12/31/16, and Expense Report, 12/31/16
- c. Authorize Payment of Bills, 01/11/17

There were three amendments to the December 14, 2016 Board Meeting minutes: Item 8. a. Finance, **IMET and other investors filed suit against the United States Department of Agriculture (USDA). Distributions cannot be made until potential priority claims of the USDA and the Internal Revenue Service (IRS) are resolved.** Item 8. d. Health Insurance (ad hoc), **First meeting planned for February 6, 2017 at 2:00 p.m.** Item 10. f. Trustee Sehy moved to approve annual review ~~revision~~ of Policy 710: Fund Balances.

4. Director's Report

Assign Trustees for "Review of Bills Next Month"

Trustee Huff and Trustee Hummel reviewed the December billings in January.

Trustee Sehy and Trustee Wang will review the January billings in February.

Technology update: a switch went down on December 29th causing multiple technology issues throughout the week; it has since been repaired. A circuit breaker blew in the Administrative offices due to a line overload and an electrician was called. Gallery 777 had an artist reception on January 6th for Nancy S. Rosenberg, mixed-media artist. Batavia Public Library staff visited LLD to learn about our self-check kiosks. ILA's Trustee workshop is scheduled for February 18th. There was a follow-up regarding our digital download capabilities in comparison to a neighboring library.

5. Communications

Trustee Sehy thanked the Department Directors for their quarterly reports. She also complimented the work done by Jean Demas, Literacy Outreach Librarian and Alexa Hansen, Communications Coordinator.

6. Committee Reports

- a. Finance - Trustee Sehy reported that we have received 99.8% of our levy. There will be a Finance Committee meeting on January 25th at 7:00 p.m.
- b. Personnel/Policy – No meeting planned

- c. Physical Plant - No meeting planned
- d. Health Insurance (ad hoc) – The first meeting will be on Monday, February 6, 2017 at 2:00 p.m.

7. Unfinished Business

8. New Business

- a. Appoint Committee to prepare working budget – The President appointed a Committee of the Whole to prepare a working budget. There will be two meetings for budget discussion on February 22, 2017 and March 22, 2017 at 7:00 p.m. Wednesday, April 5, 2017 has been reserved if a third meeting is needed.
- b. Approve Per Capita Grant

MOTION: Trustee Sehy moved to approve the Per Capita Grant for submission. Roll Call Vote – All Aye

- c. Determine not to exceed amount for community engagement consultant
- d. Hire consultant

MOTION: Trustee Huff moved to hire Millennia Consulting for \$54,450 with additional expenses not to exceed \$5,500.

Roll Call Vote – Trustee Fisher – Aye, Trustee Huff – Aye, Trustee Hummel – Nay, Trustee Rieck – Aye, Trustee Sehy – Aye, Trustee Wang – Aye The motion passed.

9. Adjourn

MOTION: Trustee Huff moved to adjourn the meeting. Voice Vote – All Aye

The meeting adjourned at 8:30 p.m.

Recorded by

Eileen Soliday, Recording Secretary

Approved by the Board of Trustees on February 8, 2017

Approved by

John Huff, Secretary of the Board

LISLE LIBRARY DISTRICT
Finance Committee Meeting
January 25, 2017 – 7:00 p.m.

1. Roll call

Present:

Colleen Sehy -- Board Treasurer | Chair

John Huff – Board Secretary

Maureen Rieck – Board Vice-President

Also Present:

Richard Flint – Board President

Tatiana Weinstein – Director

Beth McQuillan – Director of Technical Services

Ginger Boskelly – Finance Director

Thomas Hummel – Trustee

Jay Fisher – Trustee

Eileen Soliday – Recording Secretary

2. Opportunity for visitors to speak

3. Investment maturity

The Chair referenced the recommendation by Ehlers Investment Partners to lengthen investment maturity times. It was suggested to move a sum from IMET or Illinois Funds into a longer term investment. Committee members concurred and recommended that the Director, Finance Director and the Treasurer meet with Ken Herdeman (Ehlers) to analyze investment opportunities.

4. Discussion of Pay Grades

The Chair referenced the Management Association's recommendation to adjust pay grades. The Committee recommends reclassifying job descriptions as they change.

MOTION: Trustee Huff moved to recommend to the Board the proposed pay grade adjustment to the LLD pay grade chart. Voice Vote – All Aye

5. Annual review of investment policy #720

The Chair noted that an "annual review" statement should be added to policy #720 – Lisle Library District Investments. It was suggested that an annual meeting with Ehlers Investment Partners and review of policies #710 and #720 be scheduled in autumn, on the Board's yearly calendar.

6. Annual report discussion

The Director discussed the LLD annual report and asked Committee members for financial input. She would like to release next year's annual report soon after publication of the annual audit.

7. Adjourn

MOTION: Trustee Huff moved to adjourn the meeting. Trustee Rieck seconded. Voice Vote – All Aye

The meeting adjourned at 7:45 p.m.

Recorded by:

Eileen Soliday, Recording Secretary

Approved by the Board of Trustees on February 8, 2017.

Approved by

Colleen Sehy, Committee Chair

DRAFT

Treasurer's Report as of January 31, 2017

Fund Name	Cash Balance 12/31/16	Cash Receipts this month	Cash Disbursed this month	Cash Balance 01/31/17	
Corporate	6,078,190.99	10,753.71	305,019.73	5,783,924.97	83.76%
Building Maintenance	132,921.34	51.33	16,194.98	116,777.69	1.69%
IMRF	402,657.44	229.57	16,702.62	386,184.39	5.59%
FICA	228,594.76	95.23	14,003.32	214,686.67	3.11%
Working Cash	403,764.28	152.60	0.00	403,916.88	5.85%
Subtotals	7,246,128.81	11,282.44	351,920.65	6,905,490.60	100.00%
Special Reserve	2,309,398.12	26,067.26	0.00	2,335,465.38	
	<u>9,555,526.93</u>	<u>37,349.70</u>	<u>351,920.65</u>	<u>9,240,955.98</u>	

Colleen Sehy
Treasurer

Date

MONTHLY INVESTMENT ACTIVITY

January, 2017

Lisle Savings Bank – Money Market

Earned monthly interest of \$53.15. The 2 CDs earned interest of \$343.57.

The Illinois Funds – MM

The deposits in January consisted of monthly interest of \$ 1067.26 and PPRT of 2857.35.

Ehlers Investment-TD Ameritrade

The interest for December was \$.15. We had 5 notes that paid interest totaling \$1,808.69.

IMET-MM

As of February 3, 2017 2:00 p.m, the January statement was not available. Therefore, the balance that is shown is the balance as of 12/31/16. We also have \$32,844.00 in a restricted liquidating trust account.

US Bank

We earned interest of \$31.85 for January. We earned \$1169.00 in ecommerce income and paid \$174.21 in ecommerce fees.

MB Financial NOW acct

Earned monthly interest of \$439.71. We received back taxes distribution for 2015 in the amount of \$285.81. January's payroll expenses were withdrawn for \$213,788.81 and we moved \$300,000 to the General Fund checking for monthly disbursements and payroll.

PAYMENT OF BILLS

According to the RECAP OF PRIOR SHEETS EXPENSES report, which is the last page of the Bills Paid Report for January 2017 Board Meeting, our payables totaled \$318,289.26.

**CURRENT ASSETS
AT FAIR MARKET VALUE**
Jan 31 2017

	Fair Market Value on 1/31/17
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Checking Accounts

Bank of America - (2) \$45,403.49
MB Financial Now acct \$2,554,591.27
US Bank \$11,206.07
E commerce \$20,978.68
\$2,632,179.51

Money Markets

Lisle Savings Bank \$202,333.82
IMET (DID NOT RECEIVE JAN STATEMENT IN TIME) \$910,406.82 12/31/2016
The Illinois Funds \$2,130,818.29
\$3,243,558.93

Restricted Cash-IMET

\$31,210.15
\$18,732.99

Ehlers Investments

Investments	Purchased	Face Amt.	@	Coupon Rate	YTM	Paid	FMV	Diff	Due
Lisle Savings Bank	7/11/2016	\$ 216,309.67	100,000	0.50	0.50	216,309.67	\$216,917.97	\$608.30	7/11/2017
Charter One/US Bank	3/15/2015	\$ 249,999.99	100,000	0.75	0.75	249,999.99	\$249,999.99	\$0.00	12/15/2016
Fountaindale PL, IL	1/29/2013	\$ 50,000.00	105,054	2.75	1.45	52,770.00	\$50,000.00	-\$2,770.00	2/1/2017
BMW BK NA Utah	2/24/2014	\$ 100,000.00	99,635	1.00	1.13	99,677.40	\$100,022.00	\$344.60	2/14/2017
Goldman Sachs	12/13/2013	\$ 100,000.00	100,000	1.80	1.52	101,704.00	\$100,326.00	-\$1,378.00	5/16/2017
American Exp Bank CD	7/24/2014	\$ 150,000.00	100,000	1.15	1.15	150,000.00	\$150,310.50	\$310.50	7/24/2017
Sallie Mae CD	4/16/2014	\$ 125,000.00	101,230	1.75	1.37	126,933.05	\$125,627.50	-\$1,305.55	8/15/2017
Ally Bank CD	9/17/2015	\$ 155,000.00	100,000	1.25	1.25	154,937.50	\$155,416.95	\$479.45	9/18/2017
Winnabago Cty, IL	1/8/2013	\$ 55,000.00	107,516	3.25	1.67	59,133.80	\$56,111.00	-\$3,022.80	12/30/2017
Discover Bank	2/11/2015	\$ 50,000.00	100,000	1.20	1.20	50,000.00	\$50,086.50	\$86.50	2/12/2018
Goldman Sachs	2/11/2015	\$ 107,000.00	100,000	1.25	1.25	107,000.00	\$107,239.68	\$239.68	2/12/2018
Discover Bank	7/22/2015	\$ 150,000.00	99,100	1.30	1.63	149,023.97	\$150,349.50	\$1,325.53	5/14/2018
Fed Natl Mtge Assoc	2/27/2014	\$ 100,000.00	99,575	1.00	1.08	99,672.22	\$99,632.00	-\$40.22	7/30/2018
Capital One Bk USA Natl	8/19/2015	\$ 118,000.00	100,000	1.75	1.75	118,000.00	\$118,873.20	\$873.20	8/20/2018
Ally Bank CD	10/2/2015	\$ 30,000.00	99,800	1.70	1.77	29,965.58	\$30,223.50	\$257.92	9/24/2018
Capital One	10/1/2015	\$ 150,000.00	99,948	1.65	1.67	150,071.18	\$151,090.50	\$1,019.32	10/1/2018
Comenity Cap Bk	11/3/2015	\$ 125,000.00	99,970	1.40	1.41	124,982.29	\$125,898.75	\$916.46	11/2/2018
Capital One Bk USA	11/4/2015	\$ 125,000.00	100,000	1.55	1.55	125,000.00	\$125,891.25	\$891.25	11/5/2018
Lisle Savings Bank	7/16/2015	\$ 214,915.16	100,000	1.35	1.35	214,915.16	\$219,453.46	\$4,538.30	1/16/2019
Wells Fargo Bank	3/9/2016	\$ 160,000.00	100,000	1.20	1.20	160,000.00	\$160,374.40	\$374.40	3/11/2019
Stevens Point	3/2/2016	\$ 16,000.00	107,615	4.10	1.56	16,409.06	\$15,711.45	-\$697.61	4/1/2019
Fed Natl Mtg Assoc	5/16/2016	\$ 160,000.00	99,975	1.20	1.21	159,975.00	\$159,094.40	-\$880.60	5/16/2019
Menomonee Falls	5/2/2016	\$ 25,000.00	102,191	2.00	1.27	25,757.47	\$25,153.00	-\$604.47	6/1/2019
Merrick Bk South	8/19/2016	\$ 125,000.00	100,000	1.20	1.20	124,952.50	\$123,841.25	-\$1,111.25	8/19/2019
Everbank	9/7/2016	\$ 160,000.00	100,000	1.20	1.20	160,015.00	\$158,944.00	-\$1,071.00	9/6/2019
Freddie Mac	12/7/2015	\$ 60,000.00	100,000	1.25	1.58	59,398.02	\$59,651.40	\$253.38	10/2/2019
Ally Bank	12/23/2016	\$ 50,000.00	100,000	1.65	1.65	49,979.76	\$50,199.50	\$219.74	12/23/2019
Green Bay, WI SD	12/20/2016	\$ 10,000.00	100,000	4.30	4.30	10,725.26	\$10,369.70	-\$355.56	4/1/2020
Menomonee Falls	5/2/2016	\$ 15,000.00	106,927	3.50	1.70	16,055.51	\$15,703.05	-\$352.46	5/1/2020
Will County, IL CCS	12/20/2016	\$ 50,000.00	100,000	2.57	2.57	50,284.43	\$50,460.00	\$175.57	10/1/2020
Madison, WI	11/17/2016	\$ 100,000.00	102,896	2.45	1.83	103,209.06	\$102,302.00	-\$907.06	10/1/2021
							\$3,315,274.40	-\$1,582.48	

TOTAL CURRENT ASSETS

\$9,240,955.98

Lisle Library District
Revenues through 1/31/17
Special Reserve Only

REVENUES		Current Month Jan 2017	YTD July - Jan 2016-2017	YTD Jul - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
INTEREST/ DONATIONS						
70-02-4481-00	Interest Earned - Special Reserve	\$1,067.26	\$5,337.43	\$764.02	\$200.00	2,668.72 %
70-04-4387-10	Restricted - Transfer from Corporate F	\$25,000.00	\$350,000.00	\$425,000.00	\$300,000.00	116.67 %
TOTAL INTEREST & CASH DONATION		\$26,067.26	\$355,337.43	\$425,764.02	\$300,200.00	118.37 %
TOTAL REVENUES		\$26,067.26	\$355,337.43	\$425,764.02	\$300,200.00	118.37 %

Lisle Library District

Revenues through Jan 31 2017

No Special Reserve reflected

REVENUES

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
TAX LEVY					
10-01-4411-00 Tax Levy - Corp.	\$0.00	\$4,375,192.78	\$4,178,262.97	\$4,380,738.95	99.87 %
20-01-4412-00 Tax Levy - Audit	\$0.00	\$0.00	\$103.92	\$0.00	0.00 %
30-01-4413-00 Tax Levy - .02 Building/Maint.	\$0.00	\$121,436.24	\$89,597.00	\$121,595.08	99.87 %
40-01-4414-00 Tax Levy - IMRF	\$0.00	\$222,909.25	\$332,709.50	\$223,292.78	99.83 %
45-01-4415-00 Tax Levy - FICA	\$0.00	\$127,024.59	\$173,934.66	\$127,122.12	99.92 %
50-01-4416-00 Tax Levy - Liability Ins.	\$0.00	\$0.00	\$14.85	\$0.00	0.00 %
53-01-4417-00 Tax Levy - D & O Ins	\$0.00	\$0.00	\$44.55	\$0.00	0.00 %
55-01-4418-00 Tax Levy - Workers Comp.	\$0.00	\$0.00	(\$93.24)	\$0.00	0.00 %
60-01-4419-00 Tax Levy - Unempl. Comp.	\$0.00	\$0.00	\$14.85	\$0.00	0.00 %
80-01-4420-00 Tax Levy - Working Cash	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL TAX LEVY	\$0.00	\$4,846,562.86	\$4,774,589.06	\$4,852,748.93	99.87 %

BACK TAXES

10-01-4441-00 Back Taxes - Corp.	\$258.01	\$18,200.37	\$143.04	\$45,000.00	40.45 %
20-01-4442-00 Back Taxes - Audit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-01-4443-00 Back Taxes - .02 Building/Maint	\$7.16	\$431.45	\$3.10	\$0.00	0.00 %
40-01-4444-00 Back Taxes - IMRF	\$13.15	\$1,165.66	\$11.52	\$0.00	0.00 %
45-01-4445-00 Back Taxes - FICA	\$7.49	\$886.66	\$6.02	\$0.00	0.00 %
50-01-4446-00 Back Taxes - Liab. Ins.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-01-4447-00 Back Taxes - Tort Judg.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-01-4448-00 Back Taxes - Workers Comp.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-01-4449-00 Back Taxes - Unempl. Comp.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-01-4451-00 Back Taxes - Working Cash	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL BACK TAXES	\$285.81	\$20,684.14	\$163.68	\$45,000.00	45.96 %

PERSONAL PROPERTY REPLACEMENT TAX

10-01-4461-00 Personal Property Repl. Tax - Corp	\$2,857.48	\$9,611.15	\$9,444.83	\$11,000.00	87.37 %
40-01-4462-00 Personal Property Repl. Tax - IMRF	\$154.58	\$544.36	\$545.09	\$800.00	68.05 %
45-01-4463-00 Personal Property Repl. Tax - FICA	\$24.29	\$85.53	\$85.63	\$150.00	57.02 %

Lisle Library District

Revenues through Jan 31 2017

No Special Reserve reflected

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
TOTAL PERSONAL PROPERTY REPLACEMENT TAX	\$3,036.35	\$10,241.04	\$10,075.55	\$11,950.00	85.70 %
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	\$3,215.73	\$15,443.86	\$28,618.93	\$40,000.00	38.61 %
20-02-4473-00 Interest Earned - Audit	\$0.00	\$0.00	(\$1.93)	\$0.00	0.00 %
30-02-4474-00 Interest Earned - .02 B/M	\$44.17	\$620.80	\$435.14	\$1,000.00	62.08 %
40-02-4475-00 Interest Earned - IMRF	\$61.84	\$869.12	\$607.08	\$2,500.00	34.76 %
45-02-4476-00 Interest Earned - FICA	\$63.45	\$891.71	\$623.70	\$2,000.00	44.59 %
50-02-4477-00 Interest Earned - Liab. Ins.	\$0.00	\$0.00	(\$1.93)	\$0.00	0.00 %
53-02-4478-00 Interest Earned - Tort Judg.	\$0.00	\$0.00	(\$0.86)	\$0.00	0.00 %
55-02-4479-00 Interest Earned - Work Comp	\$0.00	\$0.00	(\$5.58)	\$0.00	0.00 %
60-02-4480-00 Interest Earned - Unempl Comp	\$0.00	\$0.00	(\$4.08)	\$0.00	0.00 %
80-02-4482-00 Interest Earned - Working Cash	\$152.60	\$2,144.59	\$1,606.36	\$4,000.00	53.61 %
TOTAL INTEREST INCOME	\$3,537.79	\$19,970.08	\$31,876.83	\$49,500.00	40.34 %
COUNTY INTEREST					
10-02-4511-00 County Interest - Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-02-4512-00 County Interest - Audit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-02-4513-00 County Interest - .02 B/M	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-02-4514-00 County Interest - IMRF	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-02-4515-00 County Interest - FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-02-4516-00 County Interest - Liab. Ins.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-02-4517-00 County Interest - Tort Judg.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-02-4518-00 County Interest - Workers Comp	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-02-4519-00 County Interest - Unempl. Comp.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-02-4520-00 County Interest - Working Cash	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL COUNTY INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
DESK INCOME					
10-03-4531-00 Lost Books - Adult	\$354.39	\$3,251.46	\$2,766.75	\$4,000.00	81.29 %
10-03-4532-00 Lost Books - Youth	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-03-4536-00 Non-Resident Fees	\$959.83	\$959.83	\$514.28	\$400.00	239.96 %

Lisle Library District

Revenues through Jan 31 2017

No Special Reserve reflected

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-03-4540-00 Fines - Main Circ Desk	\$2,325.73	\$25,017.78	\$29,765.44	\$40,000.00	62.54 %
10-03-4542-00 Fines - YS Desk	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL DESK INCOME	\$3,639.95	\$29,229.07	\$33,046.47	\$44,400.00	65.83 %
RESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	\$485.00	\$485.00	\$0.00	\$20,000.00	2.43 %
10-04-4562-00 Gifts-book purchases	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4563-00 Gifts-A-V purchases	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4564-00 Gifts-Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4565-00 Goldstein Lecture Series	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4573-00 Copier Income	\$264.58	\$910.96	\$885.07	\$1,200.00	75.91 %
10-04-4575-00 A-V Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4577-00 Piano tuning contrib.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4583-00 Per Capita Grant	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4584-00 Other Income - Corp.	\$32.96	\$450.83	\$3,951.33	\$5,000.00	9.02 %
TOTAL RESTRICTED INCOME	\$782.54	\$1,846.79	\$4,836.40	\$26,200.00	7.05 %

MISCELLANEOUS INCOME

10-05-4593-00 Misc. - Pay Phone	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4595-00 Misc. - Jury Duty	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %

Lisle Library District

Revenues through Jan 31 2017

No Special Reserve reflected

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
53-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL MISCELLANEOUS INCOME	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TRANSFER OUT FROM SPECIAL FUNDS					
20-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL TRANSFER OUTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL REVENUES	\$11,282.44	\$4,928,533.98	\$4,854,587.99	\$5,029,798.93	97.99 %

Lisle Library District

Expenses through Jan 31, 2017

Special Reserve Only

	Cur Mth Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
SPECIAL RESERVE EXPENSES					
RENTAL, MAINT AND EQUIP EXPENSES					
70-00-5656-00 Other Property - Utilities - Spec Res	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-20-5660-00 Maint/Repairs-Bldg Structure (Spec R	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00 %
70-00-5662-00 Other Property - Landscape Serv - Spe	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-00-5663-00 Other Property - Maint/Repairs - Spec	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-00-5667-00 Other Property - Real Est. Taxes - Spe	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-00-5762-00 Other Property- Mgmt Serv - Spec Res	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5671-00 Furniture & Equipment (Spec Res)	\$0.00	\$0.00	\$45.94	\$155,000.00	0.00 %
70-65-5672-00 Computer Upgrade & Equip. (Spec Re	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5673-10 Eng Study (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5674-00 Consulting	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00 %
TOTAL RENTAL, MAINT AND EQUIP EXPENSES	\$0.00	\$0.00	\$45.94	\$235,000.00	0.00 %
RENOVATION COSTS					
70-65-5861-00 Interior Renovation (Spec Res)	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
70-65-5915-10 Vacant Land Landscape	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL RENOVATION COSTS	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
RENOVATION - PROFESSIONAL FEES					
70-65-5911-10 Architect - Interior (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5911-15 Remodeling (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5911-20 Architect - Exterior (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL RENOVATION - PROFESSIONAL FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
RENOVATION - OPERATING COSTS					
70-65-5917-10 Publishing/Postage (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL RENOVATION - OPERATING COSTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
SPECIAL FUNDING					
70-65-5986-00 IMRF Funding	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-80-5987-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %

Lisle Library District
Expenses through Jan 31, 2017
Special Reserve Only

	Cur Mth Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
Total SPECIAL FUNDING	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
PURCHASE OF REAL ESTATE					
70-65-5863-10 Real Estate - Purchase (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
Total	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL SPECIAL RESERVE EXPENSES	\$0.00	\$0.00	\$45.94	\$245,000.00	0.00 %

Lisle Library District

Expenses through 1/31/17

No Special Reserve reflected

ALL EXPENSES

EMPLOYEE COSTS

Salaries

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-10-5603-10 Administrative - Reg. Hours	\$50,228.82	\$245,387.31	\$212,309.60	\$454,123.24	54.04 %
10-10-5603-20 Adult Services - Reg. Hours	\$41,789.93	\$293,178.46	\$288,086.73	\$548,910.88	53.41 %
10-10-5603-30 Youth Services - Reg. Hours	\$27,256.97	\$174,429.04	\$178,337.14	\$358,837.69	48.61 %
10-10-5603-50 Technical Services - Reg. Hours	\$27,037.27	\$175,055.37	\$175,645.97	\$332,702.70	52.62 %
10-10-5603-60 Circulation - Reg. Hours	\$38,373.69	\$259,841.60	\$250,853.50	\$489,564.44	53.08 %
10-10-5613-10 Administrative - Sunday Hrs.	\$315.75	\$3,354.86	\$3,459.30	\$6,500.00	51.61 %
10-10-5613-20 Adult Services - Sunday Hrs.	\$896.89	\$11,951.41	\$13,864.47	\$27,000.00	44.26 %
10-10-5613-30 Youth Services - Sunday Hrs.	\$627.58	\$8,250.97	\$8,301.10	\$18,300.00	45.09 %
10-10-5613-60 Circulation - Sunday Hrs.	\$1,239.04	\$17,206.14	\$17,573.43	\$34,500.00	49.87 %
Total Salaries	\$187,765.94	\$1,188,655.16	\$1,148,431.24	\$2,270,438.95	52.35 %

Health and Dental Ins.

10-10-5621-10 Hosp. Ins. - Admin	\$3,028.00	\$18,031.82	\$13,543.34	\$35,500.00	50.79 %
10-10-5621-20 Hosp. Ins. - Adult Serv.	\$7,430.99	\$43,887.57	\$33,305.64	\$79,000.00	55.55 %
10-10-5621-30 Hosp. Ins. - YS	\$2,982.62	\$21,929.34	\$19,234.74	\$40,000.00	54.82 %
10-10-5621-50 Hosp. Ins. - Tech	\$5,491.21	\$26,227.55	\$21,529.37	\$56,000.00	46.83 %
10-10-5621-60 Hosp. Ins. - Circ	\$2,991.27	\$23,024.85	\$20,128.31	\$48,000.00	47.97 %
10-10-5622-10 Dental Ins. - Admin.	\$383.37	\$1,947.86	\$2,486.65	\$4,000.00	48.70 %
10-10-5622-20 Dental Ins. - Adult Serv	\$602.73	\$3,671.43	\$3,735.30	\$6,200.00	59.22 %
10-10-5622-30 Dental Ins. - YS	\$339.60	\$1,272.22	\$1,739.90	\$2,800.00	45.44 %
10-10-5622-50 Dental Ins. - Tech	\$297.59	\$1,699.89	\$2,367.55	\$4,000.00	42.50 %
10-10-5622-60 Dental Ins. - Circ	\$252.31	\$2,039.75	\$2,326.17	\$3,000.00	67.99 %
Total Health & Dental Ins.	\$23,799.69	\$143,732.28	\$120,396.97	\$278,500.00	51.61 %

Other Staff Benefits

10-10-5646-00 5646 Unemployment Compensation	(\$2,657.93)	(\$2,292.84)	\$1,490.42	\$4,500.00	(50.95)%
10-10-5646-10 Tuition Reimbursement - Staff	\$0.00	\$0.00	\$0.00	\$4,500.00	0.00 %
60-10-5646-00 Unemployment Compensation	\$0.00	\$0.00	(\$955.48)	\$0.00	0.00 %
10-10-5623-00 ComPsych Assistance Plan	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %

Lisle Library District

Expenses through 1/31/17

No Special Reserve reflected

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
Total Other Staff Benefits	(\$2,657.93)	(\$2,292.84)	\$534.94	\$10,000.00	(22.93)%
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	\$3,854.01	\$18,857.35	\$16,067.30	\$34,800.00	54.19 %
45-10-5625-20 FICA Expense - Adult Serv.	\$3,137.19	\$22,979.61	\$22,807.43	\$45,088.58	50.97 %
45-10-5625-30 FICA Expense - Youth Services	\$2,130.93	\$13,921.72	\$14,184.69	\$28,800.00	48.34 %
45-10-5625-50 FICA Expense - Tech Servs.	\$1,932.51	\$12,571.14	\$12,776.45	\$26,000.00	48.35 %
45-10-5625-60 FICA Expense - Circulation	\$2,948.68	\$20,618.37	\$20,039.78	\$39,000.00	52.87 %
Total FICA Expenses	\$14,003.32	\$88,948.19	\$85,875.65	\$173,688.58	51.21 %
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	\$4,315.15	\$23,630.40	\$22,250.38	\$48,000.00	49.23 %
40-10-5628-20 IMRF Expense - Adult Servs	\$4,587.82	\$32,983.20	\$34,713.18	\$60,000.00	54.97 %
40-10-5628-30 IMRF Expense - Youth Services	\$2,140.81	\$13,994.59	\$16,861.80	\$39,000.00	35.88 %
40-10-5628-50 IMRF Expense - Tech Servs.	\$2,590.70	\$17,994.77	\$20,001.68	\$36,000.00	49.99 %
40-10-5628-60 IMRF Expense - Circulation	\$3,068.14	\$22,499.67	\$24,049.47	\$52,000.00	43.27 %
Total IMRF Expenses	\$16,702.62	\$111,102.63	\$117,876.51	\$235,000.00	47.28 %
TOTAL EMPLOYEE COSTS	\$239,613.64	\$1,530,145.42	\$1,473,115.31	\$2,967,627.53	51.56 %
BUILDING COSTS					
Utilities					
10-20-5650-00 Internet Service Provider	\$450.00	\$3,212.40	\$7,200.00	\$6,600.00	48.67 %
10-20-5651-00 INet	\$0.00	\$1,810.00	\$1,810.00	\$1,810.00	100.00 %
10-20-5652-00 Utilities - Phone	\$692.48	\$5,050.62	\$4,535.98	\$7,500.00	67.34 %
10-20-5653-00 Utilities - Gas	\$1,354.47	\$2,587.91	\$1,458.77	\$8,000.00	32.35 %
10-20-5654-00 Utilities - Sewer & Water	\$117.48	\$1,273.71	\$953.62	\$2,750.00	46.32 %
10-20-5655-00 Utilities - Electric	\$3,646.56	\$24,753.52	\$23,108.68	\$47,250.00	52.39 %
10-20-5656-00 Verizon	\$50.06	\$300.46	\$394.45	\$680.00	44.19 %
Total Utilities	\$6,311.05	\$38,988.62	\$39,461.50	\$74,590.00	52.27 %
Maintenance and Repairs					

Lisle Library District

Expenses through 1/31/17

No Special Reserve reflected

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-20-5660-00 Maint Contracts - HVAC	\$0.00	\$2,595.33	\$2,275.00	\$7,550.00	34.38 %
10-20-5661-00 Maint Contracts - Maint. Service	\$2,376.00	\$17,049.00	\$17,835.00	\$36,750.00	46.39 %
10-20-5662-00 Maint Contr. - Landscape Serv.	\$4,750.00	\$19,786.90	\$17,620.02	\$34,000.00	58.20 %
10-20-5663-00 Maint/Repairs-Genl repairs, Sup	\$97.39	\$4,024.41	\$3,170.87	\$10,000.00	40.24 %
10-20-5664-00 Maint/Repairs-Non Contr. Work	\$710.00	\$4,730.28	\$4,324.85	\$20,000.00	23.65 %
10-20-5665-00 Rubbish Removal	\$179.09	\$1,253.63	\$1,224.54	\$2,500.00	50.15 %
Total Maintenance and Repairs	\$8,112.48	\$49,439.55	\$46,450.28	\$110,800.00	44.62 %
TOTAL BUILDING COSTS	\$14,423.53	\$88,428.17	\$85,911.78	\$185,390.00	47.70 %
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00 Postage	\$0.00	(\$2.46)	\$1,515.92	\$4,500.00	(0.05)%
10-25-5710-10 Printing/Spec. Serv. - Adult	\$4,339.16	\$17,356.64	\$17,098.28	\$26,400.00	65.74 %
10-25-5710-30 Printing/Spec. Serv. - Youth Serv	\$0.00	\$0.00	\$87.80	\$1,000.00	0.00 %
10-25-5711-00 Postage Special Serv	\$10.15	\$4,312.38	\$2,436.72	\$8,500.00	50.73 %
10-25-5712-00 Printing	\$0.00	\$598.28	\$486.43	\$1,000.00	59.83 %
Total Postage and Printing	\$4,349.31	\$22,264.84	\$21,625.15	\$41,400.00	53.78 %
Supplies					
10-25-5713-00 Office Supplies	\$0.00	\$1,685.89	\$2,170.12	\$8,000.00	21.07 %
10-25-5714-00 Circ. Material Supplies	\$673.80	\$2,311.18	\$1,630.45	\$9,080.00	25.45 %
10-25-5715-00 Copier Supplies	\$0.00	\$955.30	\$855.84	\$2,500.00	38.21 %
10-25-5716-00 Kitchen Supplies	\$248.75	\$3,116.81	\$2,780.56	\$7,000.00	44.53 %
10-25-5717-00 Processing Supplies	\$1,797.38	\$12,449.90	\$11,772.85	\$35,275.00	35.29 %
10-25-5718-00 Computer Supplies	\$162.95	\$7,490.59	\$8,904.20	\$12,000.00	62.42 %
Total Supplies	\$2,882.88	\$28,009.67	\$28,114.02	\$73,855.00	37.93 %
Other Operating Costs					
10-25-5719-00 Publishing	\$28.75	\$657.80	\$1,080.50	\$2,395.00	27.47 %
10-25-5722-15 Safety Deposit Box Rental	\$50.00	\$50.00	\$50.00	\$150.00	33.33 %
10-25-5723-00 Check Printing	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %

Lisle Library District

Expenses through 1/31/17

No Special Reserve reflected

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-25-5723-15 Bank Charges	\$160.00	\$640.48	\$471.82	\$1,000.00	64.05 %
10-25-5724-15 Local Travel	\$28.57	\$99.84	\$190.14	\$700.00	14.26 %
Total Other Operating Costs	\$267.32	\$1,448.12	\$1,792.46	\$4,745.00	30.52 %
TOTAL OPERATING EXPENSES	\$7,499.51	\$51,722.63	\$51,531.63	\$120,000.00	43.10 %
INSURANCE					
10-30-5750-00 Fidelity Bonds	\$0.00	\$0.00	\$2,200.00	\$2,300.00	0.00 %
10-30-5751-00 Property Damage (All-Peril)	\$23,568.00	\$23,568.00	\$27,005.24	\$27,450.00	85.86 %
10-30-5754-00 5754 Workers Comp Insurance	\$0.00	\$0.00	\$5,408.00	\$5,550.00	0.00 %
55-30-5754-00 Workers Comp Insurance	\$0.00	\$0.00	\$2,614.00	\$0.00	0.00 %
TOTAL INSURANCE	\$23,568.00	\$23,568.00	\$37,227.24	\$35,300.00	66.76 %
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services - Admin	\$0.00	\$4,087.50	\$10,941.28	\$30,000.00	13.63 %
10-35-5761-00 Collection Agency	\$44.70	\$295.25	\$277.35	\$1,080.00	27.34 %
10-35-5762-00 Other Contr Services - Admin	\$0.00	\$685.00	\$665.00	\$5,500.00	12.45 %
10-35-5763-00 Other Contractual Services-Tech	\$800.00	\$15,752.65	\$27,538.80	\$34,000.00	46.33 %
10-35-5764-10 Other Contractual Services - IS	\$0.00	\$0.00	\$186.50	\$5,100.00	0.00 %
10-35-5765-10 Investment Agency Consultants	\$446.08	\$2,650.90	\$2,466.29	\$5,250.00	50.49 %
10-35-5770-00 5770 Contractual - Audit Fee	\$0.00	\$8,000.00	\$8,000.00	\$8,250.00	96.97 %
10-35-5771-00 Payroll Service	\$503.40	\$3,557.29	\$3,494.59	\$7,500.00	47.43 %
TOTAL CONTRACTUAL SERVICES	\$1,794.18	\$35,028.59	\$53,569.81	\$96,680.00	36.23 %
PERSONNEL DEVELOPMENT					
Staff & Trustee Development					
10-40-5783-00 Dues - Staff	\$15.00	\$2,704.00	\$2,680.00	\$5,400.00	50.07 %
10-40-5784-00 Meetings - Staff	\$0.00	\$1,068.62	\$971.67	\$3,650.00	29.28 %
10-40-5785-00 Conferences - Staff	\$640.90	\$4,397.51	\$9,019.39	\$19,000.00	23.14 %
10-40-5786-00 Employee/Volunteer Recognition	\$117.89	\$763.73	\$805.45	\$7,450.00	10.25 %
10-40-5787-00 In-Service	\$0.00	\$1,287.95	\$2,178.78	\$4,000.00	32.20 %
10-40-5788-00 Training (Cont Ed) - Staff	\$0.00	\$1,216.58	\$746.00	\$4,150.00	29.32 %

Lisle Library District

Expenses through 1/31/17

No Special Reserve reflected

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-45-5786-70 Dues - Trustee	\$0.00	\$0.00	\$0.00	\$650.00	0.00 %
10-45-5787-70 Conferences - Trustee	\$0.00	\$350.00	\$0.00	\$1,000.00	35.00 %
10-45-5788-70 Meetings - Trustee	\$0.00	\$42.25	(\$113.71)	\$890.00	4.75 %
10-45-5789-70 Training-Trustees	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %
Total Staff & Trustee Development	\$773.79	\$11,830.64	\$16,287.58	\$47,190.00	25.07 %
TOTAL PERSONNEL DEVELOPMENT	\$773.79	\$11,830.64	\$16,287.58	\$47,190.00	25.07 %

EQUIPMENT COSTS

Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	\$0.00	\$43,908.26	\$40,172.76	\$47,100.00	93.22 %
10-48-5802-00 Major Equip - Library Wide	\$0.00	\$681.43	\$0.00	\$500.00	136.29 %
10-48-5802-10 Major Equip - Dir/Asst Dir	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
10-48-5802-15 Major Equip - Adm Services/PR	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
10-48-5802-20 Major Equip - Adult Services	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
10-48-5802-30 Major Equip - Youth	\$0.00	\$0.00	\$415.80	\$500.00	0.00 %
10-48-5802-50 Major Equip - Tech Services	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
10-48-5802-60 Major Equip - Circ	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
Total Major Equipment	\$0.00	\$44,589.69	\$40,588.56	\$50,600.00	88.12 %

Minor Equipment

10-48-5823-10 Minor Equip - Dir/Asst Dir	\$0.00	\$0.00	\$0.00	\$200.00	0.00 %
10-48-5823-15 Minor Equip - Adm Services/PR	\$0.00	\$0.00	\$0.00	\$200.00	0.00 %
10-48-5823-20 Minor Equip - Adult Services	\$0.00	\$0.00	\$0.00	\$200.00	0.00 %
10-48-5823-30 Minor Equip - Youth	\$0.00	\$94.75	\$198.39	\$200.00	47.38 %
10-48-5823-50 Minor Equip - Tech Services	\$0.00	\$0.00	\$0.00	\$200.00	0.00 %
10-48-5823-60 Minor Equip - Circ	\$35.96	\$35.96	\$0.00	\$200.00	17.98 %
Total Minor Equipment	\$35.96	\$130.71	\$198.39	\$1,200.00	10.89 %

Equip Maint/Repairs & Rentals

10-48-5843-00 Rental-Postage Meter	\$0.00	\$1.00	\$360.00	\$800.00	0.13 %
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	\$1,098.69	\$6,368.43	\$5,606.07	\$19,168.00	33.22 %

Lisle Library District

Expenses through 1/31/17

No Special Reserve reflected

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-48-5846-00 Equip Maint/Repr-NonContr	\$0.00	\$84.73	\$0.00	\$3,000.00	2.82 %
10-48-5846-20 Acct Maint & Upgrades (Corp)	\$0.00	\$7,520.49	\$6,777.57	\$7,500.00	100.27 %
Total Equip Maint/Repairs & Rentals	\$1,098.69	\$13,974.65	\$12,743.64	\$30,468.00	45.87 %
TOTAL EQUIPMENT COSTS	\$1,134.65	\$58,695.05	\$53,530.59	\$82,268.00	71.35 %
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	\$0.00	\$3,457.13	\$4,969.93	\$10,650.00	32.46 %
10-50-5863-30 Books - Youth Serv. Dept.	\$2,712.76	\$24,832.24	\$24,464.09	\$51,000.00	48.69 %
10-50-5863-50 Books - Tech Serv. Dept.	\$0.00	\$0.00	\$0.00	\$535.00	0.00 %
10-50-5864-10 Books - Non Fiction	\$4,057.02	\$42,342.12	\$42,136.63	\$84,000.00	50.41 %
10-50-5865-10 Books - Adult Fiction	\$3,338.87	\$34,829.38	\$38,683.22	\$56,100.00	62.08 %
10-50-5866-20 Business Ref Supplements	\$0.00	\$0.00	\$1,379.00	\$6,000.00	0.00 %
10-50-5867-20 Ref Books - Adult Serv. Dept.	\$1,016.91	\$10,319.86	\$10,211.72	\$19,700.00	52.39 %
Total Books	\$11,125.56	\$115,780.73	\$121,844.59	\$227,985.00	50.78 %
Databases					
10-50-5869-20 Internet Licensed DBases	\$0.00	\$88,380.79	\$113,649.78	\$126,500.00	69.87 %
10-50-5872-10 Dbases - Professional	\$937.50	\$2,332.08	\$271.14	\$10,000.00	23.32 %
10-50-5873-30 Dbases - Youth Serv. Dept.	\$0.00	\$3,499.00	\$8,612.00	\$12,500.00	27.99 %
Total Databases	\$937.50	\$94,211.87	\$122,532.92	\$149,000.00	63.23 %
Audio-Visual Materials					
10-50-5890-30 A-V Matls - Youth Serv. Dept.	\$1,099.90	\$8,847.87	\$10,512.34	\$19,500.00	45.37 %
10-50-5895-40 A-V Matls - Adult Serv. Dept.	\$6,997.96	\$50,219.55	\$51,654.89	\$89,000.00	56.43 %
Total Audio-Visual Materials	\$8,097.86	\$59,067.42	\$62,167.23	\$108,500.00	54.44 %
Periodicals/Doc Delivery					
10-50-5900-20 Periodicals - Adult Serv. Dept.	\$0.00	\$38,528.68	\$36,185.52	\$42,620.00	90.40 %
10-50-5900-30 Periodicals - Youth Serv. Dept.	\$0.00	\$715.59	\$654.55	\$1,000.00	71.56 %
10-50-5900-80 Periodicals - Prof. Collections	\$0.00	\$3,378.44	\$2,575.40	\$5,000.00	67.57 %

Lisle Library District

Expenses through 1/31/17

No Special Reserve reflected

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-50-5871-20 Document Delivery	\$412.42	\$20,304.08	\$20,726.97	\$24,000.00	84.60 %
Total Periodicals/Doc Delivery	\$412.42	\$62,926.79	\$60,142.44	\$72,620.00	86.65 %
TOTAL LIBRARY MEDIA	\$20,573.34	\$331,986.81	\$366,687.18	\$558,105.00	59.48 %
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10 Programs - Adult Services	\$430.25	\$5,509.46	\$5,711.58	\$16,550.00	33.29 %
10-60-5931-30 Programs - Youth Serv. Dept.	\$585.16	\$2,888.96	\$5,149.26	\$11,000.00	26.26 %
10-60-5931-40 Online Marketing	\$5.02	\$436.01	\$1,447.94	\$2,545.00	17.13 %
10-60-5931-50 Community Relations	\$109.28	\$1,356.96	\$2,820.04	\$5,500.00	24.67 %
Total Programs	\$1,129.71	\$10,191.39	\$15,128.82	\$35,595.00	28.63 %
Readers Service's					
10-60-5940-10 Reader Services - Adult Serv. De	\$20.50	\$421.86	\$348.15	\$2,300.00	18.34 %
10-60-5940-30 Reader Services - Youth Serv. D	\$194.82	\$2,457.09	\$483.29	\$5,300.00	46.36 %
Total Readers Services's	\$215.32	\$2,878.95	\$831.44	\$7,600.00	37.88 %
TOTAL PROGRAMS AND READER'S SERVICES	\$1,345.03	\$13,070.34	\$15,960.26	\$43,195.00	30.26 %
RESTRICTED USAGE EXPENSES					
10-80-5980-80 Restricted - Gifts	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00 %
10-80-5981-80 Restricted - Per Capita Grant	\$0.00	\$7,558.01	\$10,857.94	\$0.00	0.00 %
10-80-5984-80 Transfer to Special Reserve	\$25,000.00	\$350,000.00	\$425,000.00	\$450,000.00	77.78 %
10-80-5986-80 IMRF Funding	\$0.00	\$200,000.00	\$200,000.00	\$200,000.00	100.00 %
TOTAL RESTRICTED USAGE EXPENSES	\$25,000.00	\$557,558.01	\$635,857.94	\$670,000.00	83.22 %
.02 BLDG/MAINT EXPENSES					
30-65-5920-00 Network - Purchases (.02 B/M)	\$10,100.00	\$33,760.00	\$17,405.05	\$52,000.00	64.92 %
30-65-5925-00 Network - Maint. (.02 B/M)	\$6,094.98	\$25,878.47	\$9,526.00	\$35,000.00	73.94 %
30-65-5926-00 Maint - Bldg Structure (.02 B/M)	\$0.00	\$30,811.98	\$7,365.00	\$47,500.00	64.87 %
Total .02 BLDG/MAINT EXPENSES	\$16,194.98	\$90,450.45	\$34,296.05	\$134,500.00	67.25 %

Lisle Library District
Expenses through 1/31/17
 No Special Reserve reflected

	Current Month Jan 2017	YTD July - Jan 2016-2017	YTD July - Jan 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
CONTINGENCY					
10-90-5999-00 Contingency	\$0.00	\$0.00	\$11,237.75	\$75,000.00	0.00 %
Total	\$0.00	\$0.00	\$11,237.75	\$75,000.00	0.00 %
TOTAL ALL EXPENSES	\$351,920.65	\$2,792,484.11	\$2,835,213.12	\$5,015,255.53	55.68 %

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Advanced Data Systems Chicago Advanced Data Systems Chicago	2/8/2017 S.O. No. 57	Yearly Maintenance Renewal Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$250.00
Amy Alessio Amy Alessio	2/8/2017 021917	Program: Vintage Cookies & Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$180.00
Allegra Print & Imaging Allegra Print & Imaging	2/8/2017 25765	Business Cards Invoice	Paid	10-25-5712-00	Printing	\$69.00
Anderson Pest Solutions Anderson Pest Solutions	2/8/2017 4101527	Monthly Service Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$141.00
Baker & Taylor (L4171582) Baker & Taylor (L4171582)	2/8/2017 013117	Audio Books & Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Matls - Adult Serv. Dept. Processing Supplies	\$1,123.37 \$130.00
Baker & Taylor (C5223353) Baker & Taylor (C5223353)	2/8/2017 013117	Continuations Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv. Dept.	\$2,037.00
Baker & Taylor (C5223433) Baker & Taylor (C5223433)	2/8/2017 013117	Continuations Invoice	Paid	10-50-5864-10	Books - Non Fiction	\$1,491.37
Baker & Taylor (L0334152)						
Totals for Advanced Data Systems Chicago:						\$250.00
Totals for Amy Alessio:						\$180.00
Totals for Allegra Print & Imaging:						\$69.00
Totals for Anderson Pest Solutions:						\$141.00
Totals for Baker & Taylor (L4171582):						\$1,253.37
Totals for Baker & Taylor (C5223353):						\$2,037.00
Totals for Baker & Taylor (C5223433):						\$1,491.37
Totals for Baker & Taylor (L0334152):						\$0.00

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Baker & Taylor (L0334152)	2/8/2017 013117	Circ & Processing Invoice	Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$3,020.77 \$130.85
Baker & Taylor (L4134462)					<i>Totals for Baker & Taylor (L0334152):</i>	<i>\$3,151.62</i>
Baker & Taylor (L4134462)	2/8/2017 013117	Unprocessed Invoice	Paid	10-50-5863-30	Books - Youth Serv. Dept.	\$91.83
Baker & Taylor (L4171782)					<i>Totals for Baker & Taylor (L4134462):</i>	<i>\$91.83</i>
Baker & Taylor (L4171782)	2/8/2017 013117	Auto Yours & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv. Dept. Processing Supplies	\$773.77 \$7.70
Baker & Taylor (L5202982)					<i>Totals for Baker & Taylor (L4171782):</i>	<i>\$781.47</i>
Baker & Taylor (L5202982)	2/8/2017 013117	PBS & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$57.76 \$13.80
Baker & Taylor (L5425632)					<i>Totals for Baker & Taylor (L5202982):</i>	<i>\$71.56</i>
Baker & Taylor (L5425632)	2/8/2017 013117	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv. Dept. Processing Supplies	\$1,855.57 \$83.50
Baker & Taylor (L5543202)					<i>Totals for Baker & Taylor (L5425632):</i>	<i>\$1,939.07</i>
Baker & Taylor (L5543202)	2/8/2017 013117	Books - Fiction & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$4,965.18 \$223.75
Case Lots, Inc.					<i>Totals for Baker & Taylor (L5543202):</i>	<i>\$5,188.93</i>
Case Lots, Inc.	2/8/2017 001645	Misc. Kitchen and Maintenance Invoice	Paid	10-25-5716-00 10-20-5663-00	Kitchen Supplies Maint/Repairs-Genl repairs, Supplies	\$153.40 \$251.20
Cavendish Square					<i>Totals for Case Lots, Inc.:</i>	<i>\$404.60</i>
Cavendish Square	2/8/2017 3028323	My State Database Annual Invoice	Paid	10-50-5873-30	Dbases - Youth Serv. Dept.	\$159.00

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Chicago Metropolitan Fire Prevention Co. Chicago Metropolitan Fire Prevention Co.	2/8/2017 IN00149757	Monitoring Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$159.00
					Totals for Cavendish Square:	\$159.00
Children's Plus, Inc. Children's Plus, Inc.	2/8/2017 131035	Books Invoice	Paid	10-50-5863-30	Books - Youth Serv. Dept.	\$203.92
					Totals for Chicago Metropolitan Fire Prevention Co.:	\$155.25
Compact Disc Source Compact Disc Source	2/8/2017 73809	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$186.14
	2/8/2017 73808	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$39.38
	2/8/2017 73783	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$297.09
	2/8/2017 73784	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$87.78
					Totals for Children's Plus, Inc.:	\$203.92
Complete Cleaning Company Complete Cleaning Company	2/8/2017 C00557	Janitorial Services Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$2,235.00
					Totals for Compact Disc Source:	\$610.39
Cultivate Excellence Cultivate Excellence	2/8/2017 032317	Program: Mock Interview Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$150.00
					Totals for Complete Cleaning Company:	\$2,235.00
Demco, Inc.					Totals for Cultivate Excellence:	\$150.00

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Demco, Inc.	2/8/2017 6047639	Labels Invoice	Paid	10-25-5717-00	Processing Supplies	\$312.26
	2/8/2017 6048307	CD Cases Invoice	Paid	10-25-5717-00	Processing Supplies	\$179.58
Discount School Supply Discount School Supply						<u>Totals for Demco, Inc.:</u> <u>\$491.84</u>
Discount School Supply Discount School Supply	2/8/2017 W27426570101	Craft Supplies Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$37.49
	2/8/2017 011217	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	\$98.89
DuPage County Public Works DuPage County Public Works						<u>Totals for Discount School Supply:</u> <u>\$37.49</u>
Xavier Duran Xavier Duran	2/8/2017 020117	Final Exams, Winter Read Pr Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$96.93
	2/8/2017 149565717011	Usage Invoice	Paid	10-20-5655-00	Utilities - Electric	\$3,592.97
Dynegy Energy Services Dynegy Energy Services						<u>Totals for Xavier Duran:</u> <u>\$96.93</u>
EBSCO Information Services EBSCO Information Services	2/8/2017 1537510	Vegetarian Today - 1 Year Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv. Dept.	\$19.95
	2/8/2017 1537831	Interview - 3 Year Subscriptic Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv. Dept.	\$64.95
ELM USA, Inc. ELM USA, Inc.						<u>Totals for EBSCO Information Services:</u> <u>\$84.90</u>
ELM USA, Inc. ELM USA, Inc.	2/8/2017 160 AAA	Supplies for Disc Cleaning M Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$69.95

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
EnvisionWare, INC. EnvisionWare, INC.	2/8/2017 550AAA	Polishing Pads for Disc Clean Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$87.95
	2/8/2017 LLD12717	Eco-Autosmart Disc Repair W Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$470.00
					Totals for ELM USA, Inc.:	\$627.90
	2/8/2017 INV-US-28195	Scanner Invoice	Paid	30-65-5920-00	Network - Purchases (.02 B/M)	\$2,656.65
	2/8/2017 INV-US-29657	Kiosk Sub Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$38.00
John Ferrari John Ferrari	2/8/2017 INV-US-29620	PCI Compliance Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$129.00
					Totals for EnvisionWare, INC.:	\$2,823.65
	2/8/2017 011617	Air Tunnel Invoice	Paid	10-60-5940-30	Reader Services - Youth Serv. Dept.	\$34.75
					Totals for John Ferrari:	\$34.75
	2/8/2017 123116	Director Retirement Invoice	Paid	10-40-5786-00	Employee/Volunteer Recognition	\$60.00
Flowers of Lisle Flowers of Lisle					Totals for Flowers of Lisle:	\$60.00
	2/8/2017 020117	Book Group Invoice	Paid	10-60-5940-10	Reader Services - Adult Serv. Dept.	\$10.00
					Totals for Pam Freer:	\$10.00
	2/8/2017 PINV1269997	Signature Stamp Invoice	Paid	10-25-5713-00	Office Supplies	\$23.30
					Totals for Garvey's Office Products:	\$23.30

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
GE Capital C/O Ricoh USA Program GE Capital C/O Ricoh USA Program	2/8/2017 PINV1276665	Book Labels Invoice	Paid	10-25-5717-00	Processing Supplies	\$98.00
	2/8/2017 PINV1280504	Sleeves for CDs Invoice	Paid	10-25-5717-00	Processing Supplies	\$56.94
	2/8/2017 PINV1282666	Circulation Services Office S Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$103.23
Totals for Garvey's Office Products:						\$281.47
Gail Graziani Gail Graziani	2/8/2017 5046499016	Copy Fees Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$723.58
	2/8/2017 021417	Social Media Promotion Invoice	Paid	10-60-5931-40	Online Marketing	\$25.32
	2/8/2017 020117	FOF & SF/F Book Group Invoice	Paid	10-60-5940-10	Reader Services - Adult Serv. Dept.	\$19.16
Totals for GE Capital C/O Ricoh USA Program:						\$723.58
The Hartford The Hartford	2/8/2017 14804291-011317	Policy 83WECB1207 Invoice	Paid	10-30-5754-00	5754 Workers Comp Insurance	\$5,290.00
	2/8/2017 3752106	Carpet Cleaner Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$220.15
	Totals for The Hartford:					\$5,290.00
Home Depot Credit Service Home Depot Credit Service	2/8/2017 12810	Inv. 12810 Invoice	Paid	10-50-5871-20	Document Delivery	\$19.50
	Totals for Home Depot Credit Service:					\$220.15
	Totals for IHLS - OCLC:					\$19.50

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Illinois Library Association Illinois Library Association	2/8/2017 126204	Annual Dues - Hopkins Invoice	Paid	10-40-5783-00	Dues - Staff	\$100.00
	2/8/2017 125968	Annual Dues - Wang Invoice	Paid	10-40-5783-00	Dues - Staff	\$75.00
	2/8/2017 125888	Annual Dues - Fisher Invoice	Paid	10-40-5783-00	Dues - Staff	\$75.00
	2/8/2017 126053	Annual Dues - Flint Invoice	Paid	10-40-5783-00	Dues - Staff	\$75.00
	2/8/2017 125933	Annual Dues - McMahon Invoice	Paid	10-40-5783-00	Dues - Staff	\$75.00
	2/8/2017 126023	Annual Dues - Freer Invoice	Paid	10-40-5783-00	Dues - Staff	\$100.00
	Totals for Illinois Library Association:					\$500.00
	2/8/2017 2017	ISGS Membership w/Magaz Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv. Dept.	\$35.00
Illinois TESOL/BE Illinois TESOL/BE	Totals for Illinois State Genealogical Society:					\$35.00
	2/8/2017 022417 - 0222517	TESOL Conference Invoice	Paid	10-40-5785-00	Conferences - Staff	\$85.00
KAPCO (Kent Adhesive Products) KAPCO (Kent Adhesive Products)	Totals for Illinois TESOL/BE:					\$85.00
	2/8/2017 1315178	Book Jackets Invoice	Paid	10-25-5717-00	Processing Supplies	\$148.32
LIMRiCC Unemployment Compensation Group Account LIMRiCC Unemployment Compensation C	Totals for KAPCO (Kent Adhesive Products):					\$148.32
	2/8/2017 013117	4th qtr. uc Invoice	Paid	10-10-5646-00	5646 Unemployment Compensation	\$248.50

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Katie McMahon Katie McMahon	2/8/2017 011617	Crafting Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$6.93
					Totals for LIMRiCC Unemployment Compensation Group Account:	\$248.50
Midwest Tape (7289) Midwest Tape (7289)	2/8/2017 020117	DVDs/Blu-rays w/o process Invoice	Paid	10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$449.97
					Totals for Katie McMahon:	\$6.93
Midwest Tape (7288) Midwest Tape (7288)	2/8/2017 020117	DVDs/Blu-rays w/processing Invoice	Paid	10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$3,818.83
					Totals for Midwest Tape (7289):	\$449.97
Midwest Tape (7291) Midwest Tape (7291)	2/8/2017 020117	JH CDs, YS DVD/Blu-rays Invoice	Paid	10-50-5890-30	A-V Mats - Youth Serv. Dept.	\$317.22
					Totals for Midwest Tape (7288):	\$3,818.83
Midwest Tape (12957) Midwest Tape (12957)	2/8/2017 020117	DVDs/Blu-rays - TV Invoice	Paid	10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$110.97
					Totals for Midwest Tape (7291):	\$317.22
Midwest Tape Midwest Tape	2/8/2017 94732866	Digital Content Invoice	Paid	10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$2,518.98
					Totals for Midwest Tape (12957):	\$110.97
Monaco Mechanical Service, Inc. Monaco Mechanical Service, Inc.	2/8/2017 17529	Maintenance Contract Invoice	Paid	10-20-5660-00	Maint Contracts - HVAC	\$1,137.50
	2/8/2017 17543	Trouble Shooting Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$457.32
					Totals for Midwest Tape:	\$2,518.98

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Montano's Landscaping & Nursery, Inc Montano's Landscaping & Nursery, Inc	2/8/2017 011117	Snow Maintenance #3 of 4 Invoice	Paid	10-20-5662-00	Maint Contr. - Landscape Serv.	\$4,750.00
Montano's Landscaping & Nursery, Inc:						<u>\$1,594.82</u>
Morningstar Morningstar	2/8/2017 11370052-2017	Morningstar Online Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$3,855.00
Morningstar						<u>\$4,750.00</u>
Naperville Public Library Naperville Public Library	2/8/2017 730123949805	Reciprocal Borrowing Loss Invoice	Paid	10-50-5865-10 10-50-5863-30	Books - Adult Fiction Books - Youth Serv. Dept.	\$35.00 \$37.97
Naperville Public Library						<u>\$72.97</u>
NCPERS - IL IMRF NCPERS - IL IMRF	2/8/2017 46020217	Payroll Withholding Invoice	Paid	10-00-2638-00	Vol. Life (NCPERS)	\$144.00
NCPERS - IL IMRF						<u>\$144.00</u>
New Albertsons Inc./Purchase Advantage Card New Albertsons Inc./Purchase Advantage Card	2/8/2017 121916	Staff Meeting - December Invoice	Paid	10-40-5784-00	Meetings - Staff	\$28.99
New Albertsons Inc./Purchase Advantage Card						<u>\$28.99</u>
New Albertsons Inc./Purchase Advantage Card New Albertsons Inc./Purchase Advantage Card	2/8/2017 010617	Gallery 777 Reception Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$23.13
New Albertsons Inc./Purchase Advantage Card						<u>\$23.13</u>
New Readers Press New Readers Press	2/8/2017 8218773	Bridge to GED Test Prep Book Invoice	Paid	10-50-5863-20	Literacy/ESL	\$44.11
New Readers Press						<u>\$44.11</u>
NICOR						<u>\$44.11</u>

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
NICOR	2/8/2017 011717	Usage Invoice	Paid	10-20-5653-00	Utilities - Gas	\$1,041.90
Oxford University Press Oxford University Press	2/8/2017 0098226157	Reference Books Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv. Dept.	\$101.73
	2/8/2017 0098237801	Reference Books Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv. Dept.	\$41.19
					<i>Totals for NICOR:</i>	<u>\$1,041.90</u>
Paddock Publications Paddock Publications	2/8/2017 011517	Daily Herald Subscription Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv. Dept.	\$526.20
					<i>Totals for Oxford University Press:</i>	<u>\$142.92</u>
Patriot Electric & Technologies Patriot Electric & Technologies	2/8/2017 725410	Electrical Repairs Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$515.00
					<i>Totals for Paddock Publications:</i>	<u>\$526.20</u>
Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd. Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd.	2/8/2017 012717	Quarterly Invoice Invoice	Paid	10-35-5760-00	Legal Services - Admin	\$4,935.00
					<i>Totals for Patriot Electric & Technologies:</i>	<u>\$515.00</u>
Perfect Systems, Ltd. Perfect Systems, Ltd.	2/8/2017 13650	November Billing - Unpaid Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$6,380.00
					<i>Totals for Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd.:</i>	<u>\$4,935.00</u>
Republic Services Republic Services	2/8/2017 0551-013217843	Monthly Service Invoice	Paid	10-20-5665-00	Rubbish Removal	\$179.09
					<i>Totals for Perfect Systems, Ltd.:</i>	<u>\$6,380.00</u>
					<i>Totals for Republic Services:</i>	<u>\$179.09</u>

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Will Savage Will Savage	2/8/2017 011717	Water Table Pickup Invoice	Paid	10-25-5724-15	Local Travel	\$17.49
	2/8/2017 011117	PJ Storytime Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$5.98
					Totals for Will Savage:	\$23.47
Eileen Soliday Eileen Soliday	2/8/2017 011617	Staff Meeting Refreshments Invoice	Paid	10-40-5785-00	Conferences - Staff	\$24.11
					Totals for Eileen Soliday:	\$24.11
Staples Advantage Staples Advantage	2/8/2017 8042520200	Misc Kitchen, Janitorial, Off Invoice	Paid	10-25-5716-00 10-20-5663-00 10-25-5713-00 10-25-5715-00	Kitchen Supplies Maint/Repairs-Genl repairs, Supplies Office Supplies Copier Supplies	\$343.96 \$319.93 \$297.45 \$299.50
					Totals for Staples Advantage:	\$1,260.84
Nancy Staszak Nancy Staszak	2/8/2017 032716	Dinosaur Art Program Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$300.00
					Totals for Nancy Staszak:	\$300.00
State Historical Society of North Dakota State Historical Society of North Dakota	2/8/2017 SHSND ILL 177	ILL Item Transaction Cost Invoice	Paid	10-50-5871-20	Document Delivery	\$4.00
					Totals for State Historical Society of North Dakota:	\$4.00
Brian Stein Brian Stein	2/8/2017 011117	Mileage Reimbursement Invoice	Paid	10-25-5724-15	Local Travel	\$20.20
					Totals for Brian Stein:	\$20.20

SWAN

Lisle Library District

Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
SWAN	2/8/2017 5310	Swan Access Invoice	Paid	10-50-5872-10	Dbases - Professional	\$606.50
Samantha Thompson Samantha Thompson	2/8/2017 013017	Lapsit Storytime Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$10.00
					<i>Totals for SWAN:</i>	<u>\$606.50</u>
Toshiba Business Solutions, USA Toshiba Business Solutions, USA	2/8/2017 13341266	Copier Fee Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$90.32
					<i>Totals for Samantha Thompson:</i>	<u>\$10.00</u>
Triple S Vending Triple S Vending	2/8/2017 11376	Water Cooler Rental Invoice	Paid	10-25-5716-00	Kitchen Supplies	\$30.00
	2/8/2017 11408	Water Invoice	Paid	10-25-5716-00	Kitchen Supplies	\$70.00
					<i>Totals for Toshiba Business Solutions, USA:</i>	<u>\$90.32</u>
Unique Management Services, Inc. Unique Management Services, Inc.	2/8/2017 438263	Collection Accounts Decembe Invoice	Paid	10-35-5761-00	Collection Agency	\$71.60
					<i>Totals for Triple S Vending:</i>	<u>\$100.00</u>
Village of Lisle Village of Lisle	2/8/2017 3600000166	Internet 1-15-17 - 2-14-17 Invoice	Paid	10-20-5650-00	Internet Service Provider	\$450.00
					<i>Totals for Unique Management Services, Inc.:</i>	<u>\$71.60</u>
Pamela Welcome Pamela Welcome	2/8/2017 022317	Program: Harriet Tubman Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$475.00
					<i>Totals for Village of Lisle:</i>	<u>\$450.00</u>
					<i>Totals for Pamela Welcome:</i>	<u>\$475.00</u>

Lisle Library District
Accounts Payable for February 8, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Wells Fargo Vendor Financial Services, LLC						
Wells Fargo Vendor Financial Services, L	2/8/2017 98216675	Monthly Rental Fee Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$202.55
					Totals for Wells Fargo Vendor Financial Services, LLC:	\$202.55
Wolters Kluwer Law & Business						
Wolters Kluwer Law & Business	2/8/2017 06823130	Social Security Changes Invoice	Paid	10-50-5866-20	Business Ref Supplements	\$217.30
					Totals for Wolters Kluwer Law & Business:	\$217.30

Lisle Library District

Accounts Payable for February 8, 2017

Account Summary

Account Number	Description	Net Amount
10-00-2638-00	Vol. Life (NCPERS)	\$144.00
10-10-5646-00	5646 Unemployment Compensation	\$248.50
10-20-5650-00	Internet Service Provider	\$450.00
10-20-5653-00	Utilities - Gas	\$1,041.90
10-20-5654-00	Utilities - Sewer & Water	\$98.89
10-20-5655-00	Utilities - Electric	\$3,592.97
10-20-5660-00	Maint Contracts - HVAC	\$1,137.50
10-20-5661-00	Maint Contracts - Maint. Service	\$2,376.00
10-20-5662-00	Maint Contr. - Landscape Serv.	\$4,750.00
10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$791.28
10-20-5664-00	Maint/Repairs-Non Contr. Work	\$972.32
10-20-5665-00	Rubbish Removal	\$179.09
10-25-5712-00	Printing	\$69.00
10-25-5713-00	Office Supplies	\$320.75
10-25-5714-00	Circ. Material Supplies	\$261.13
10-25-5715-00	Copier Supplies	\$299.50
10-25-5716-00	Kitchen Supplies	\$597.36
10-25-5717-00	Processing Supplies	\$1,511.86
10-25-5724-15	Local Travel	\$37.69
10-30-5754-00	5754 Workers Comp Insurance	\$5,290.00
10-35-5760-00	Legal Services - Admin	\$4,935.00
10-35-5761-00	Collection Agency	\$71.60
10-40-5783-00	Dues - Staff	\$500.00
10-40-5784-00	Meetings - Staff	\$28.99
10-40-5785-00	Conferences - Staff	\$109.11
10-40-5786-00	Employee/Volunteer Recognition	\$60.00
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$1,891.70
10-50-5863-20	Literacy/ESL	\$44.11
10-50-5863-30	Books - Youth Serv. Dept.	\$2,963.06
10-50-5864-10	Books - Non Fiction	\$4,512.14
10-50-5865-10	Books - Adult Fiction	\$5,057.94
10-50-5866-20	Business Ref Supplements	\$217.30
10-50-5867-20	Ref Books - Adult Serv. Dept.	\$2,179.92

Lisle Library District

Accounts Payable for February 8, 2017

10-50-5869-20	Internet Licensed DBases	\$3,855.00
10-50-5871-20	Document Delivery	\$23.50
10-50-5872-10	DBases - Professional	\$606.50
10-50-5873-30	DBases - Youth Serv. Dept.	\$159.00
10-50-5890-30	A-V Mats - Youth Serv. Dept.	\$317.22
10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$8,505.35
10-50-5900-20	Periodicals - Adult Serv. Dept.	\$646.10
10-60-5931-10	Programs - Adult Services	\$925.06
10-60-5931-30	Programs - Youth Serv. Dept.	\$360.40
10-60-5931-40	Online Marketing	\$25.32
10-60-5940-10	Reader Services - Adult Serv. Dept.	\$29.16
10-60-5940-30	Reader Services - Youth Serv. Dept.	\$34.75
30-65-5920-00	Network - Purchases (.02 B/M)	\$2,656.65
30-65-5925-00	Network - Maint. (.02 B/M)	\$6,547.00
	GRAND TOTAL:	\$71,431.62

Lisle Library District

Account Distribution Report by Number

February 8, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-00-2638-00, Vol. Life (NCPERS)									
2/8/2017	46020217	Invoice	5098-160	NCPERS - IL IMRF	NCPERS - IL IMRF-	Posted	2/8/2017	\$144.00	\$0.00
					Totals for 10-00-2638-00, Vol. Life (NCPERS):			\$144.00	\$0.00
10-10-5646-00, 5646 Unemployment Compensation									
2/8/2017	013117	Invoice	5098-048	LIMRiCC Unemployment Com	LIMRiCC Unemploym	Posted	2/8/2017	\$248.50	\$0.00
					Totals for 10-10-5646-00, 5646 Unemployment Compensation:			\$248.50	\$0.00
10-20-5650-00, Internet Service Provider									
2/8/2017	3600000166	Invoice	5098-162	Village of Lisle	Village of Lisle-3600000	Posted	2/8/2017	\$450.00	\$0.00
					Totals for 10-20-5650-00, Internet Service Provider:			\$450.00	\$0.00
10-20-5653-00, Utilities - Gas									
2/8/2017	011717	Invoice	5098-122	NICOR	NICOR-011717	Posted	2/8/2017	\$1,041.90	\$0.00
					Totals for 10-20-5653-00, Utilities - Gas:			\$1,041.90	\$0.00
10-20-5654-00, Utilities - Sewer & Water									
2/8/2017	011217	Invoice	5098-140	DuPage County Public Works	DuPage County Public	Posted	2/8/2017	\$98.89	\$0.00
					Totals for 10-20-5654-00, Utilities - Sewer & Water:			\$98.89	\$0.00
10-20-5655-00, Utilities - Electric									
2/8/2017	149565717011	Invoice	5098-245	Dynegy Energy Services	Dynegy Energy Servi	Posted	2/8/2017	\$3,592.97	\$0.00
					Totals for 10-20-5655-00, Utilities - Electric:			\$3,592.97	\$0.00
10-20-5660-00, Maint Contracts - HVAC									
2/8/2017	17529	Invoice	5098-007	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	2/8/2017	\$1,137.50	\$0.00
					Totals for 10-20-5660-00, Maint Contracts - HVAC:			\$1,137.50	\$0.00
10-20-5661-00, Maint Contracts - Maint. Service									
2/8/2017	4101527	Invoice	5098-103	Anderson Pest Solutions	Anderson Pest Solutio	Posted	2/8/2017	\$141.00	\$0.00
2/8/2017	C00557	Invoice	5098-124	Complete Cleaning Company	Complete Cleaning Co	Posted	2/8/2017	\$2,235.00	\$0.00
					Totals for 10-20-5661-00, Maint Contracts - Maint. Service:			\$2,376.00	\$0.00
10-20-5662-00, Maint Contr. - Landscape Serv.									
2/8/2017	011117	Invoice	5098-033	Montano's Landscaping & Nur	Montano's Landscapin	Posted	2/8/2017	\$4,750.00	\$0.00
					Totals for 10-20-5662-00, Maint Contr. - Landscape Serv.:			\$4,750.00	\$0.00
10-20-5663-00, Maint/Repairs-Genl repairs, Supplies									
2/8/2017	8042520200	Invoice	5098-037	Staples Advantage	Staples Advantage-804	Posted	2/8/2017	\$319.93	\$0.00
2/8/2017	001645	Invoice	5098-113	Case Lots, Inc.	Case Lots, Inc.-001645	Posted	2/8/2017	\$251.20	\$0.00
2/8/2017	3752106	Invoice	5098-219	Home Depot Credit Service	Home Depot Credit Se	Posted	2/8/2017	\$220.15	\$0.00

Lisle Library District

Account Distribution Report by Number

February 8, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-20-5664-00, Maint/Repairs-Non Contr. Work									
2/8/2017	17543	Invoice	5098-029	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	2/8/2017	\$457.32	\$0.00
2/8/2017	725410	Invoice	5098-097	Patriot Electric & Technologies	Patriot Electric & Technr	Posted	2/8/2017	\$515.00	\$0.00
Totals for 10-20-5664-00, Maint/Repairs-Non Contr. Work:								\$972.32	\$0.00
10-20-5665-00, Rubbish Removal									
2/8/2017	0551-013217843	Invoice	5098-126	Republic Services	Republic Services-055	Posted	2/8/2017	\$179.09	\$0.00
Totals for 10-20-5665-00, Rubbish Removal:								\$179.09	\$0.00
10-25-5712-00, Printing									
2/8/2017	25765	Invoice	5098-279	Allegra Print & Imaging	Allegra Print & Imaging	Posted	2/8/2017	\$69.00	\$0.00
Totals for 10-25-5712-00, Printing:								\$69.00	\$0.00
10-25-5713-00, Office Supplies									
2/8/2017	PINV1269997	Invoice	5098-003	Garvey's Office Products	Garvey's Office Produc	Posted	2/8/2017	\$23.30	\$0.00
2/8/2017	8042520200	Invoice	5098-038	Staples Advantage	Staples Advantage-804:	Posted	2/8/2017	\$297.45	\$0.00
Totals for 10-25-5713-00, Office Supplies:								\$320.75	\$0.00
10-25-5714-00, Circ. Material Supplies									
2/8/2017	160 AAA	Invoice	5098-027	ELM USA, Inc.	ELM USA, Inc.-160 A	Posted	2/8/2017	\$69.95	\$0.00
2/8/2017	550AAA	Invoice	5098-132	ELM USA, Inc.	ELM USA, Inc.-550	Posted	2/8/2017	\$87.95	\$0.00
2/8/2017	PINV1282666	Invoice	5098-158	Garvey's Office Products	Garvey's Office Produc	Posted	2/8/2017	\$103.23	\$0.00
Totals for 10-25-5714-00, Circ. Material Supplies:								\$261.13	\$0.00
10-25-5715-00, Copier Supplies									
2/8/2017	8042520200	Invoice	5098-039	Staples Advantage	Staples Advantage-804:	Posted	2/8/2017	\$299.50	\$0.00
Totals for 10-25-5715-00, Copier Supplies:								\$299.50	\$0.00
10-25-5716-00, Kitchen Supplies									
2/8/2017	11376	Invoice	5098-005	Triple S Vending	Triple S Vending-1137	Posted	2/8/2017	\$30.00	\$0.00
2/8/2017	8042520200	Invoice	5098-035	Staples Advantage	Staples Advantage-804:	Posted	2/8/2017	\$343.96	\$0.00
2/8/2017	001645	Invoice	5098-111	Case Lots, Inc.	Case Lots, Inc.-001645	Posted	2/8/2017	\$153.40	\$0.00
2/8/2017	11408	Invoice	5098-120	Triple S Vending	Triple S Vending-1140	Posted	2/8/2017	\$70.00	\$0.00
Totals for 10-25-5716-00, Kitchen Supplies:								\$597.36	\$0.00
10-25-5717-00, Processing Supplies									
2/8/2017	73808	Invoice	5098-144	Compact Disc Source	Compact Disc Source	Posted	2/8/2017	\$39.38	\$0.00
2/8/2017	6047639	Invoice	5098-146	Demco, Inc.	Demco, Inc.-6047639	Posted	2/8/2017	\$312.26	\$0.00

Lisle Library District

Account Distribution Report by Number

February 8, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
2/8/2017	6048307	Invoice	5098-148	Demco, Inc.	Demco, Inc.-6048307	Posted	2/8/2017	\$179.58	\$0.00
2/8/2017	1315178	Invoice	5098-150	KAPCO (Kent Adhesive Prod	KAPCO (Kent Adhes	Posted	2/8/2017	\$148.32	\$0.00
2/8/2017	PINV1276665	Invoice	5098-152	Garvey's Office Products	Garvey's Office Produc	Posted	2/8/2017	\$98.00	\$0.00
2/8/2017	PINV1280504	Invoice	5098-154	Garvey's Office Products	Garvey's Office Produc	Posted	2/8/2017	\$56.94	\$0.00
2/8/2017	013117	Invoice	5098-227	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	2/8/2017	\$130.85	\$0.00
2/8/2017	013117	Invoice	5098-230	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	2/8/2017	\$130.00	\$0.00
2/8/2017	013117	Invoice	5098-235	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	2/8/2017	\$7.70	\$0.00
2/8/2017	013117	Invoice	5098-238	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	2/8/2017	\$13.80	\$0.00
2/8/2017	013117	Invoice	5098-241	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	2/8/2017	\$83.50	\$0.00
2/8/2017	013117	Invoice	5098-244	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	2/8/2017	\$223.75	\$0.00
2/8/2017	73784	Invoice	5098-263	Compact Disc Source	Compact Disc Source	Posted	2/8/2017	\$87.78	\$0.00
10-25-5724-15, Local Travel								\$1,511.86	\$0.00
2/8/2017	011717	Invoice	5098-083	Will Savage	Will Savage-011717	Posted	2/8/2017	\$17.49	\$0.00
2/8/2017	011117	Invoice	5098-128	Brian Stein	Brian Stein-011117	Posted	2/8/2017	\$20.20	\$0.00
10-30-5754-00, 5754 Workers Comp Insurance								\$37.69	\$0.00
2/8/2017	14804291-011317	Invoice	5098-134	The Hartford	The Hartford-14804291	Posted	2/8/2017	\$5,290.00	\$0.00
10-35-5760-00, Legal Services - Admin								\$5,290.00	\$0.00
2/8/2017	012717	Invoice	5098-283	Peregrine, Stime, Newman, Rit	Peregrine, Stime, Newm	Posted	2/8/2017	\$4,935.00	\$0.00
10-35-5761-00, Collection Agency								\$4,935.00	\$0.00
2/8/2017	438263	Invoice	5098-090	Unique Management Services, I	Unique Management S	Posted	2/8/2017	\$71.60	\$0.00
10-40-5783-00, Dues - Staff								\$71.60	\$0.00
2/8/2017	126204	Invoice	5098-009	Illinois Library Association	Illinois Library Associa	Posted	2/8/2017	\$100.00	\$0.00
2/8/2017	125968	Invoice	5098-011	Illinois Library Association	Illinois Library Associa	Posted	2/8/2017	\$75.00	\$0.00
2/8/2017	125888	Invoice	5098-013	Illinois Library Association	Illinois Library Associa	Posted	2/8/2017	\$75.00	\$0.00
2/8/2017	126053	Invoice	5098-015	Illinois Library Association	Illinois Library Associa	Posted	2/8/2017	\$75.00	\$0.00
2/8/2017	125933	Invoice	5098-017	Illinois Library Association	Illinois Library Associa	Posted	2/8/2017	\$75.00	\$0.00
2/8/2017	126023	Invoice	5098-019	Illinois Library Association	Illinois Library Associa	Posted	2/8/2017	\$100.00	\$0.00
Totals for 10-40-5783-00, Dues - Staff:								\$500.00	\$0.00

Lisle Library District

Account Distribution Report by Number

February 8, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount	
10-40-5784-00, Meetings - Staff										
2/8/2017	121916	Invoice	5098-105	New Albertsons Inc./Purchase A New Albertsons Inc./	Posted		2/8/2017	\$28.99	\$0.00	
				Totals for 10-40-5784-00, Meetings - Staff:						
									\$28.99	\$0.00
10-40-5785-00, Conferences - Staff										
2/8/2017	011617	Invoice	5098-095	Eileen Soliday	Eileen Soliday-011617	Posted	2/8/2017	\$24.11	\$0.00	
2/8/2017	022417 - 0222517	Invoice	5098-114	Illinois TESOL/BE	Illinois TESOL/BE-022	Posted	2/8/2017	\$85.00	\$0.00	
				Totals for 10-40-5785-00, Conferences - Staff:						
									\$109.11	\$0.00
10-40-5786-00, Employee/Volunteer Recognition										
2/8/2017	123116	Invoice	5098-001	Flowers of Lisle	Flowers of Lisle-12311	Posted	2/8/2017	\$60.00	\$0.00	
				Totals for 10-40-5786-00, Employee/Volunteer Recognition:						
									\$60.00	\$0.00
10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide										
2/8/2017	13341266	Invoice	5098-023	Toshiba Business Solutions, US	Toshiba Business Solu	Posted	2/8/2017	\$90.32	\$0.00	
2/8/2017	5046499016	Invoice	5098-088	GE Capital C/O Ricoh USA Pr	GE Capital C/O Ricoh 1	Posted	2/8/2017	\$723.58	\$0.00	
2/8/2017	IN00149757	Invoice	5098-116	Chicago Metropolitan Fire Prev	Chicago Metropolitan F	Posted	2/8/2017	\$155.25	\$0.00	
2/8/2017	LLD12717	Invoice	5098-156	ELM USA, Inc.	ELM USA, Inc.-LLD	Posted	2/8/2017	\$470.00	\$0.00	
2/8/2017	S.O. No. 57	Invoice	5098-217	Advanced Data Systems Chica	Advanced Data Syste	Posted	2/8/2017	\$250.00	\$0.00	
2/8/2017	98216675	Invoice	5098-247	Wells Fargo Vendor Financial S	Wells Fargo Vendor F	Posted	2/8/2017	\$202.55	\$0.00	
				Totals for 10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide:						
									\$1,891.70	\$0.00
10-50-5863-20, Literacy/ESL										
2/8/2017	8218773	Invoice	5098-021	New Readers Press	New Readers Press-8	Posted	2/8/2017	\$44.11	\$0.00	
				Totals for 10-50-5863-20, Literacy/ESL:						
									\$44.11	\$0.00
10-50-5863-30, Books - Youth Serv. Dept.										
2/8/2017	131035	Invoice	5098-031	Children's Plus, Inc.	Children's Plus, Inc.-1	Posted	2/8/2017	\$203.92	\$0.00	
2/8/2017	730123949805	Invoice	5098-094	Naperville Public Library	Naperville Public Libr	Posted	2/8/2017	\$37.97	\$0.00	
2/8/2017	013117	Invoice	5098-231	Baker & Taylor (L4134462)	Baker & Taylor (L4134	Posted	2/8/2017	\$91.83	\$0.00	
2/8/2017	013117	Invoice	5098-233	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	2/8/2017	\$773.77	\$0.00	
2/8/2017	013117	Invoice	5098-239	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	2/8/2017	\$1,855.57	\$0.00	
				Totals for 10-50-5863-30, Books - Youth Serv. Dept.:						
									\$2,963.06	\$0.00
10-50-5864-10, Books - Non Fiction										
2/8/2017	013117	Invoice	5098-223	Baker & Taylor (C5223433)	Baker & Taylor (C5223	Posted	2/8/2017	\$1,491.37	\$0.00	
2/8/2017	013117	Invoice	5098-225	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	2/8/2017	\$3,020.77	\$0.00	
				Totals for 10-50-5864-10, Books - Non Fiction:						
									\$4,512.14	\$0.00

Lisle Library District

Account Distribution Report by Number

February 8, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount	
2/8/2017	730123949805	Invoice	5098-092	Naperville Public Library	Naperville Public Libr	Posted	2/8/2017	\$35.00	\$0.00	
2/8/2017	013117	Invoice	5098-236	Baker & Taylor (L5202982)	Baker & Taylor (L5202982)	Posted	2/8/2017	\$57.76	\$0.00	
2/8/2017	013117	Invoice	5098-242	Baker & Taylor (L5543202)	Baker & Taylor (L5543202)	Posted	2/8/2017	\$4,965.18	\$0.00	
				Totals for 10-50-5865-10, Books - Adult Fiction:					\$5,057.94	\$0.00
10-50-5866-20, Business Ref Supplements										
2/8/2017	06823130	Invoice	5098-281	Wolters Kluwer Law & Business	Wolters Kluwer Law & Business	Posted	2/8/2017	\$217.30	\$0.00	
				Totals for 10-50-5866-20, Business Ref Supplements:					\$217.30	\$0.00
10-50-5867-20, Ref Books - Adult Serv. Dept.										
2/8/2017	013117	Invoice	5098-221	Baker & Taylor (C5223353)	Baker & Taylor (C5223353)	Posted	2/8/2017	\$2,037.00	\$0.00	
2/8/2017	0098226157	Invoice	5098-287	Oxford University Press	Oxford University Pre	Posted	2/8/2017	\$101.73	\$0.00	
2/8/2017	0098237801	Invoice	5098-289	Oxford University Press	Oxford University Pre	Posted	2/8/2017	\$41.19	\$0.00	
				Totals for 10-50-5867-20, Ref Books - Adult Serv. Dept.:					\$2,179.92	\$0.00
10-50-5869-20, Internet Licensed DBases										
2/8/2017	11370052-2017	Invoice	5098-295	Morningstar	Morningstar-11370052	Posted	2/8/2017	\$3,855.00	\$0.00	
				Totals for 10-50-5869-20, Internet Licensed DBases:					\$3,855.00	\$0.00
10-50-5871-20, Document Delivery										
2/8/2017	SHSND ILL 177	Invoice	5098-025	State Historical Society of North	State Historical Society	Posted	2/8/2017	\$4.00	\$0.00	
2/8/2017	12810	Invoice	5098-099	IHLS - OCLC	IHLS - OCLC-12810	Posted	2/8/2017	\$19.50	\$0.00	
				Totals for 10-50-5871-20, Document Delivery:					\$23.50	\$0.00
10-50-5872-10, Dbases - Professional										
2/8/2017	5310	Invoice	5098-293	SWAN	SWAN-5310	Posted	2/8/2017	\$606.50	\$0.00	
				Totals for 10-50-5872-10, Dbases - Professional:					\$606.50	\$0.00
10-50-5873-30, Dbases - Youth Serv. Dept.										
2/8/2017	3028323	Invoice	5098-213	Cavendish Square	Cavendish Square-302	Posted	2/8/2017	\$159.00	\$0.00	
				Totals for 10-50-5873-30, Dbases - Youth Serv. Dept.:					\$159.00	\$0.00
10-50-5890-30, A-V Mats - Youth Serv. Dept.										
2/8/2017	020117	Invoice	5098-259	Midwest Tape (7291)	Midwest Tape (7291)-	Posted	2/8/2017	\$317.22	\$0.00	
				Totals for 10-50-5890-30, A-V Mats - Youth Serv. Dept.:					\$317.22	\$0.00
10-50-5895-40, A-V Mats - Adult Serv. Dept.										
2/8/2017	73809	Invoice	5098-142	Compact Disc Source	Compact Disc Source	Posted	2/8/2017	\$186.14	\$0.00	
2/8/2017	013117	Invoice	5098-228	Baker & Taylor (L4171582)	Baker & Taylor (L4171582)	Posted	2/8/2017	\$1,123.37	\$0.00	
2/8/2017	020117	Invoice	5098-253	Midwest Tape (7289)	Midwest Tape (7289)-	Posted	2/8/2017	\$449.97	\$0.00	

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
2/8/2017	020117	Invoice	5098-255	Midwest Tape (12957)	Midwest Tape (12957)	Posted	2/8/2017	\$110.97	\$0.00
2/8/2017	020117	Invoice	5098-257	Midwest Tape (7288)	Midwest Tape (7288)	Posted	2/8/2017	\$3,818.83	\$0.00
2/8/2017	73783	Invoice	5098-261	Compact Disc Source	Compact Disc Source	Posted	2/8/2017	\$297.09	\$0.00
2/8/2017	94732866	Invoice	5098-285	Midwest Tape	Midwest Tape-9473286	Posted	2/8/2017	\$2,518.98	\$0.00
				Totals for 10-50-5895-40, A-V Matls - Adult Serv. Dept.:					
				\$8,505.35					
10-50-5900-20, Periodicals - Adult Serv. Dept.									
2/8/2017	1537510	Invoice	5098-079	EBSCO Information Services	EBSCO Information S	Posted	2/8/2017	\$19.95	\$0.00
2/8/2017	011517	Invoice	5098-101	Paddock Publications	Paddock Publications	Posted	2/8/2017	\$526.20	\$0.00
2/8/2017	2017	Invoice	5098-109	Illinois State Genealogical Socie	Illinois State Genealogi	Posted	2/8/2017	\$35.00	\$0.00
2/8/2017	1537831	Invoice	5098-130	EBSCO Information Services	EBSCO Information S	Posted	2/8/2017	\$64.95	\$0.00
				Totals for 10-50-5900-20, Periodicals - Adult Serv. Dept.:					
				\$646.10					
10-60-5931-10, Programs - Adult Services									
2/8/2017	010617	Invoice	5098-107	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	2/8/2017	\$23.13	\$0.00
2/8/2017	032317	Invoice	5098-271	Cultivate Excellence	Cultivate Excellence-03	Posted	2/8/2017	\$150.00	\$0.00
2/8/2017	021917	Invoice	5098-273	Amy Alessio	Amy Alessio-021917	Posted	2/8/2017	\$180.00	\$0.00
2/8/2017	022317	Invoice	5098-275	Pamela Welcome	Pamela Welcome-0223	Posted	2/8/2017	\$475.00	\$0.00
2/8/2017	020117	Invoice	5098-277	Xavier Duran	Xavier Duran-020117	Posted	2/8/2017	\$96.93	\$0.00
				Totals for 10-60-5931-10, Programs - Adult Services:					
				\$925.06					
10-60-5931-30, Programs - Youth Serv. Dept.									
2/8/2017	011617	Invoice	5098-086	Katie McMahon	Katie McMahon-01161	Posted	2/8/2017	\$6.93	\$0.00
2/8/2017	011117	Invoice	5098-136	Will Savage	Will Savage-011117	Posted	2/8/2017	\$5.98	\$0.00
2/8/2017	013017	Invoice	5098-209	Samantha Thompson	Samantha Thompson-0	Posted	2/8/2017	\$10.00	\$0.00
2/8/2017	032716	Invoice	5098-211	Nancy Staszak	Nancy Staszak-032716	Posted	2/8/2017	\$300.00	\$0.00
2/8/2017	W27426570101	Invoice	5098-215	Discount School Supply	Discount School Suppl	Posted	2/8/2017	\$37.49	\$0.00
				Totals for 10-60-5931-30, Programs - Youth Serv. Dept.:					
				\$360.40					
10-60-5931-40, Online Marketing									
2/8/2017	021417	Invoice	5098-118	Gail Graziani	Gail Graziani-021417	Posted	2/8/2017	\$25.32	\$0.00
				Totals for 10-60-5931-40, Online Marketing:					
				\$25.32					
10-60-5940-10, Reader Services - Adult Serv. Dept.									
2/8/2017	020117	Invoice	5098-267	Gail Graziani	Gail Graziani-020117	Posted	2/8/2017	\$19.16	\$0.00
2/8/2017	020117	Invoice	5098-269	Pam Freer	Pam Freer-020117	Posted	2/8/2017	\$10.00	\$0.00
				Totals for 10-60-5940-10, Reader Services - Adult Serv. Dept.:					
				\$29.16					
10-60-5940-30, Reader Services - Youth Serv. Dept.									

Lisle Library District

Account Distribution Report by Number

February 8, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
2/8/2017	011617	Invoice	5098-138	John Ferrari	John Ferrari-011617	Posted	2/8/2017	\$34.75	\$0.00
30-65-5920-00, Network - Purchases (.02 B/M)									
2/8/2017	INV-US-28195	Invoice	5098-249	EnvisionWare, INC.	EnvisionWare, INC.-IN Posted		2/8/2017	\$2,656.65	\$0.00
30-65-5925-00, Network - Maint. (.02 B/M)									
2/8/2017	INV-US-29657	Invoice	5098-251	EnvisionWare, INC.	EnvisionWare, INC.-IN Posted		2/8/2017	\$38.00	\$0.00
2/8/2017	INV-US-29620	Invoice	5098-265	EnvisionWare, INC.	EnvisionWare, INC.-IN Posted		2/8/2017	\$129.00	\$0.00
2/8/2017	13650	Invoice	5098-291	Perfect Systems, Ltd.	Perfect Systems, Ltd.-1 Posted		2/8/2017	\$6,380.00	\$0.00
Totals for 30-65-5920-00, Network - Purchases (.02 B/M):								\$2,656.65	\$0.00
Totals for 30-65-5925-00, Network - Maint. (.02 B/M):								\$6,547.00	\$0.00
Grand Totals:								\$71,431.62	\$0.00

Lisle Library District Account Distribution Report by Number February 8, 2017

Report name: Account number report for 02/08/17
Report format: Detail
Include these transaction dates: 2/8/2017 to 2/8/2017
Include these post dates: 2/8/2017 to 2/8/2017
Include all Post Statuses
Do not include adjustment transactions
Include miscellaneous entries
Include these Accounts: Query: Account number report
Include all Funds
Include all Classes
Include all Vendors
Include all Invoices
Include all Credit Memos
Include all Payments
Include all Purchase Orders
Include all Receipts
Include all Account Attributes
Include all Vendor Attributes
Include all Invoice Attributes
Include all Credit Memo Attributes
Include all Purchase Order Attributes
Include all Function(s)
Include all Department(s)

PRIOR MONTHS BILLS PAID BETWEEN January 2017 and February 2017
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.

Check #	Vendor	Amount
HSA	Salaries 1/13/17	\$ 72,214.64
HSA	Garnishment	\$ 139.41
HSA	Ill. Dept. of Revenue	\$ 3,615.52
Auto W/D	Howard Simon & Associates	\$ 503.40
HSA	EFTPS/Electronic Tax Pymt 1/13/17	\$ 28,558.69
HSA	Salaries 1/31/17	\$ 59,499.85
HSA	Garnishment	\$ 155.54
HSA	Ill. Dept. of Revenue	\$ 2,890.74
HSA	EFTPS/Electronic Tax Pymt 1/31/17	\$ 21,113.30
Wired	IMRF	\$ 25,097.72

RECAP OF PRIOR SHEETS EXPENSES

TOTAL CORPORATE EXPENSES	<u>\$278,379.68</u>
TOTAL .02 BUILDING/MAINT. EXPENSES	<u>\$9,203.65</u>
TOTAL IMRF/FICA EXPENSES	<u>\$30,705.93</u>
TOTAL WORKING CASH EXPENSES	<u> </u>
TOTAL SPECIAL RESERVE	<u> </u>
TOTAL OF ALL ABOVE	<u><u>\$318,289.26</u></u>

These expenses have been submitted by _____


(Tatiana Weinstein)

The above items have been approved by the Lisle Library District Board of Trustees on: / 2/8/2017

Trustee

Trustee

Presiding Officer

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

To: LLD Board of Trustees
From: Tatiana Weinstein, LLD Director
February 3, 2017

Director's Report February 2017

Meetings:

- Staff meeting – Jan 17
- Daily Herald – Jan 17
- Paul's Painting – Jan 18, Feb 2
- State of the Village – Jan 19
- Wayne Turmel – Jan 19
- Ricoh – Jan 24, 27
- Finance Committee – Jan 25
- Management Association – Jan 27
- Fire Chief Krestan – Jan 31
- Intergovernmental – Feb 2
- Wendy Siegel (phone) – Feb 2
- Lisle Chamber – Feb 2
- Village of Lisle/Gerald Sprecher – Feb 3

LLD Highlights | Developments

My first month in the Director's chair has been predictably busy as well as exciting. The support of the staff, trustees, patrons and my intergovernmental colleagues has been inspiring. Meeting with community leaders and exploring ways we can partner, share information and best practices is one of my main objectives this quarter. Another goal is to create a strong leadership team for the LLD. I've begun that process by assessing current positions, promoting from within and restructuring a few existing positions.

Staff

The February LLD Board meeting will be Administrative Office Manager, Eileen Soliday's last and I want to formally recognize Eileen's 25 years of service to the District. Eileen has worked in the Youth Services Department, Reception and most recently within Administration in her long career at LLD. Her friendliness and kindness will be missed. Her last day with us will be Tuesday, February 28th. In other staff news I am happy to announce that Elizabeth Hopkins is now the Adult Services Director, Sandy Hayes is our IT Manager, and Beth McQuillan now serves as our Assistant Director.

Meetings

In preparation for the budget, I've been meeting with a number of service vendors to arrange future agreements. I've also been exploring ways to save costs by networking within our community and negotiating possible partnership arrangements.

I've met with our painter and look to solve our meeting room tack-board problem by the end of the month.

Joan Broz, of the Daily Herald came to meet with me as the new Director. Joan made my first official newspaper interview a very pleasant experience. I was pleased that she was able to cover all that she did within the article.

To: LLD Board of Trustees
From: Tatiana Weinstein, LLD Director
February 3, 2017

The Board President and I attended the State of the Village Address on January 19th. I always enjoy sitting with other agency employees at the tables and hearing the annual review of Village highlights and forthcoming projects. It's encouraging to hear about the progress of the downtown area as well as meeting new people who work within our community.

Local author, Wayne Turmel, requested the LLD sponsor his application in hopes of becoming the next "*Soon To Be Famous Illinois Author*." Authors must be nominated by an Illinois library and must reside in Illinois. Sponsored works must be self-published works in the fiction genre. Wayne connected with me and I was happy to support one of our Lisle authors in this capacity.

I attended the Intergovernmental with the Board President on February 2nd at the Park District and Village Manager, Gerald Sprecher's Retirement Open House on February 3rd at the Village Hall. Below are a few topics of discussion at the Intergovernmental:

- Lisle Chamber – The State of the Village was a wonderful gathering and they look forward to the Lisle Royale Dinner Dance and Auction (LLD provided a gift bag for the auction event).
- Village – Eric Ertmoed, Assistant Village Manager, attended in Jerry Sprecher's absence. There is a downtown masterplan questionnaire on the Village website. Saturday, March 18th is "Sustainable Saturday" where residents can bring their recyclable articles to the Benedictine University campus. The Village is conducting a special census.
- Fire District – The District has hired a recruiter to aid in hiring the new Fire Chief. The Department continues to pursue accreditation. The Department looks to hire 5 new firefighters as of March of 2017.
- Convention and Visitors Bureau -- It's the slower season for the LVCB and they are preparing budget reports.
- School Dist. 202 – Financing is in place for new construction. They recently had a workshop to brainstorm ideas for the new elementary school building. There are plans for another community engagement project in April to focus on communication regarding the new school building.
- School Dist. 203 – "Social Emotional Learning" is the focus of a new initiative at 203. Earlier start times are on hold, no changes will be made to the start of the school day except for periodic "late start days."
- Park District – The PD celebrates 50 years as a District. There is a new curator at Lisle Station Park. They are preparing Summer Camp 2017 programs. There is a replacement project slated for the Warrenville Bridge.

LLD Community Engagement Process

The Assistant Director and I spoke with Wendy Siegel of Millennia Consulting to determine the steps ahead in launching the project. Millennia first recommends a series of interviews with key staff and the entire board to gather fundamental information about our organization. The next step will involve designating a point team to refer questions and have working conversations and/or meetings. Subsequent public meetings will follow, along with a comprehensive community survey. Project elements may be added or modified as we move through this project as determined by the initial interviews with Board and staff.

To: LLD Board of Trustees
From: Tatiana Weinstein, LLD Director
February 3, 2017

Trustee Information

There is still time to register for the *Illinois Library Trustee Forum Workshop* provided by the Illinois Library Association. On Saturday, February 18th, ILA will offer a five hour workshop in Oak Brook for trustees (9am-2pm). The agenda is as follows:

- | | |
|---|---|
| ▪ Breakfast | ▪ Lunch |
| ▪ Intellectual Freedom 101 | ▪ The Status of Legislation Impacting Libraries |
| ▪ Rising Issues and Nuances in Libraries | ▪ Library Legal Q&A with Peregrine, Stime, Newman, Ritzman & Bruckner, Ltd. |
| ▪ Protecting and Promoting Intellectual Freedom Through Collaboration | |

Trustees who wish to participate, please let me know and I shall register you/the group.

Illinois Library Trustee Forum Workshop

Saturday, February 18, 2017 | Chicago Marriott Oak Brook | 1401 West 22nd St., Oak Brook

LLD Communications

In January, gentleman approached a staff person with general well wishes for the Library and congratulations for the recent administrative changes. He also offered to buy the staff food to celebrate. He was thanked and the employee suggested he write a congratulatory letter to the Board as substitute. The Lisle resident obliged and addressed the letter to the President and Vice President, copying me and the employee who initially assisted him.

The Lisle Police Department was alerted by one of our neighbors that an abandoned shopping cart with personal items packed inside was hiding in the bushes on our property lot on Kingston. Lisle PD visited the Library and investigated the contents of the cart. Nothing dangerous was inside. We left a message on the cart alerting the owner to remove the cart within 24 hours otherwise the Lisle Police were going to confiscate the cart and its contents. The next day the cart was gone.

15|16 Annual Report

Following this report is the LLD Annual Report. This document highlights the financial, operational and service initiatives of fiscal year 15|16. The financial information is sourced from our yearly audit and the additional statistics are provided by respective department Directors. Our Communications Coordinator formatted and designed the document. I thank all of the staff for their input and effort in creating this report.

Respectfully submitted,



Tatiana Weinstein

Educate • Enrich • Empower • **Educate • Enrich • Empower**
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Lisle Library District

FY 2015-2016 Annual Report



Educate • Enrich • Empower • *Educate • Enrich • Empower*
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EMPOWER Educate • Enrich • Empower • **Educate • Enrich • Empower**



Leadership 2017

LLD Board of Trustees

Richard Flint, *President*
 Maureen Rieck, *Vice President*
 Colleen Sehy, *Treasurer*
 John Huff, *Secretary*
 Thomas Hummel, *Trustee*
 Jay Fisher, *Trustee*
 Longry Wang, *Trustee*

LLD Team of Directors

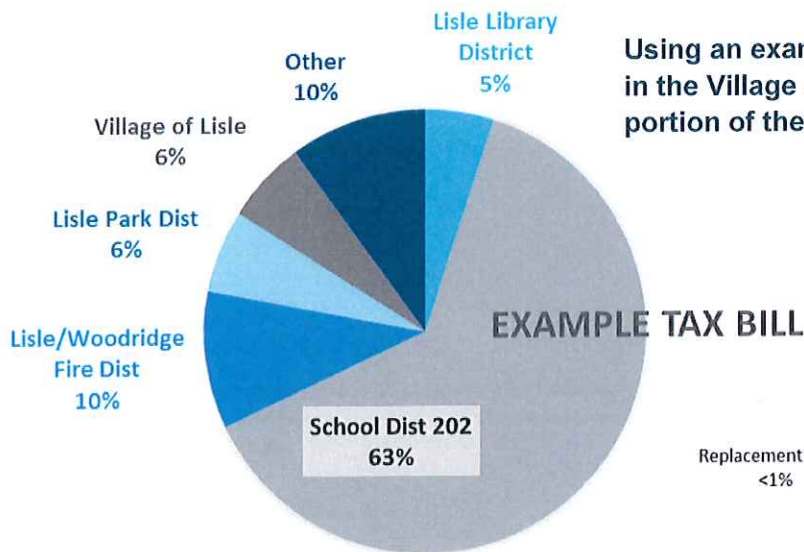
Tatiana Weinstein, *Director*
 Beth McQuillan, *Assistant Director/Technical Services*
 Ginger Boskelly, *Finance Director*
 Paul Hurt, *Circulation Director*
 Will Savage, *Youth Services Director*
 Elizabeth Hopkins, *Adult Services Director*



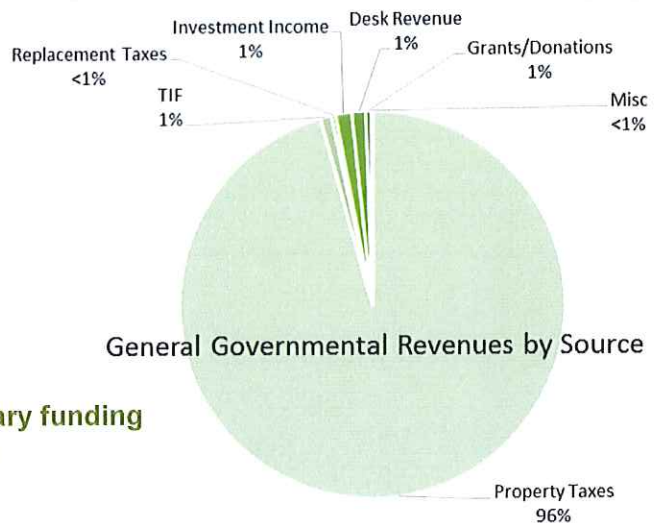
FY15|16 Financials

The Lisle Library District is a public library. As a district library, it is financially responsible for all of its operations, services, staff and for the maintenance of the facility. Our fiscal year runs July 1st - June 30th. The complete audit is accessible via our website lislelibrary.org under the "About Us" tab.

- ◇ The Library received property, TIF and replacement taxes of \$4,888,433 on an assessed valuation of \$1,105,409,799.
- ◇ The Library currently has no debt and a relatively small amount of liabilities, compared to assets. The total current liabilities are \$1,036,749 and assets of \$16,234,057
- ◇ Actual expenditures were \$495,480.00 under working budget due to close attention to costs
- ◇ The low amount of debt in relation to liabilities provides stability to the Library District
- ◇ \$532,350 of the budget was devoted to new materials and digital content for the District community.
- ◇ Over \$32,000 was committed to programs for children, teens, adults and seniors – lifelong learning.
- ◇ \$315,740 was used for technology, providing educational opportunities and access to reading and creativity – a trusted place to use new technology.
- ◇ \$274,766 was devoted to print materials. Still, the number one reason patrons come to the Lisle Library District.



Using an example property tax bill for a home owner in the Village of Lisle, School District 202, the Library portion of the total tax bill is 5%



The primary source of Library funding comes from property taxes



Books and Materials in FY 15|16

Total items checked out: **520,494**

Physical items renewed: **120,280**

Physical items placed on hold: **39,554**

Physical items holds filled: **31,682**

Database usage: **82,180 logins**

Interlibrary items received: **5,031**

Interlibrary items supplied: **1,307**

New physical material cataloged: **25,672**

New digital and electronic materials added: **29,834**

Physical items checked out: **431,067**

Digital downloads: **27,122**

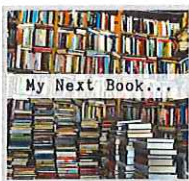
Internet use: **39,929**



Highlighted Programs and Initiatives in FY 15|16



The database **Lynda.com**, a leading online education resource that helps users learn business, software, technology, and creative skills to achieve personal and professional goals was added to LLD's collection.



My Next Book invites patrons to electronically ask a librarian for reading tips. *Lislelibrary.org* provides an online form for patrons to describe their reading preferences and this information is sent to a librarian who creates a list of hand-picked reading suggestions. This tailored list is then emailed to the patron.



In celebration of *National Poetry Month*, members of the Illinois State Poetry Society wrote poems inspired by collage art provided by artists from the Midwest Collage Society. LLD hosted an art opening/poetry reading for this collaborative **Gallery 777** exhibit where attendees could listen to writers read their work and see the art that inspired the poetry.



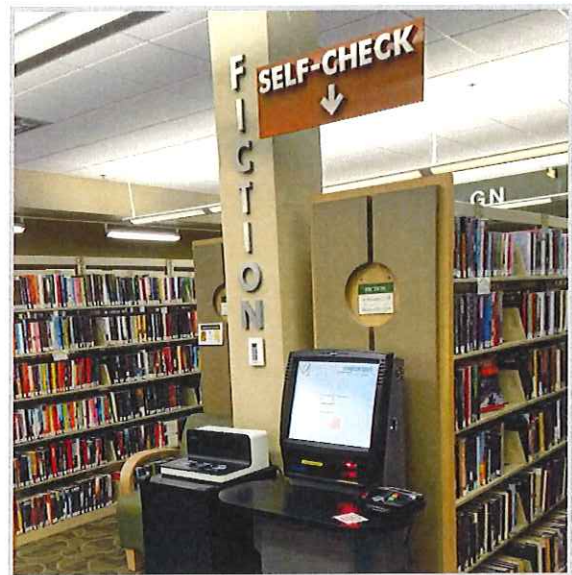
LLD hosted its first **Seed Saving Class** with the help of the Morton Arboretum. Patrons were taught how to best harvest seeds. This program was specifically designed to correspond with LLD's Seed Library, encouraging and educating our patrons on how to best return seeds checked out from our unique collection.



New Technology in FY 15|16



Device Charging Stations



Self-Checkout Stations



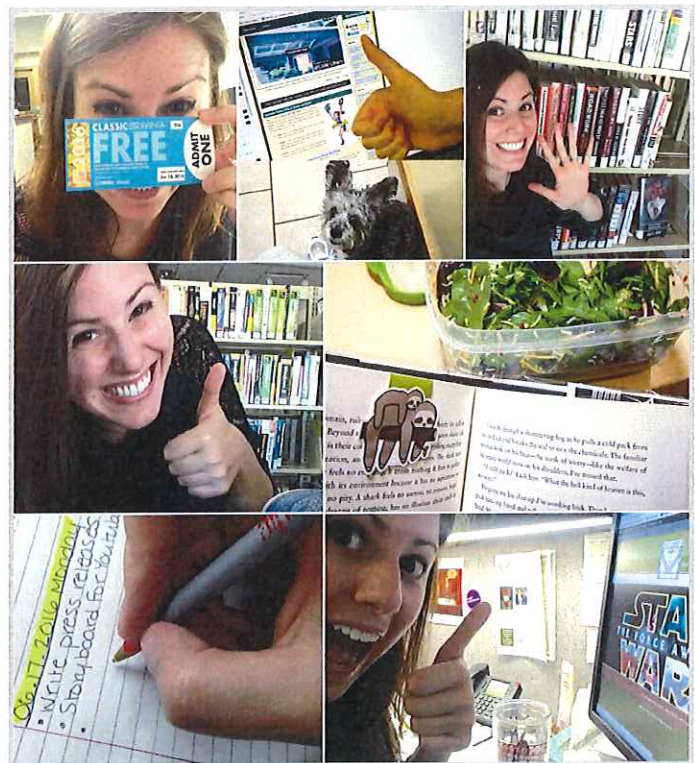
Social Media in FY 15|16

Social Media Platforms and Usage

- Facebook (daily page consumption): 11,663
- Total Twitter Followers: 574
- Pinterest Average Daily Viewers: 1,764
- Total Instagram Likes: 2,711
- Total Flickr Views: 67,203
- YouTube Views: 3,021

First LLD Instagram Takeover Day

- 138 Likes for the day
- A behind-the-scenes look at a day in the life of an LLD staff member
- Able to promote lesser known services such as our monthly eNewsletter
- Became an on-going initiative with staff members in different departments





People and Programs in FY 15|16

Total number of visitors: **193,206**

Number of Reference Questions Answered: **28,609**

Teen Volunteer Hours: **1,672**

Adult Volunteer Hours: **65**

Home Delivery Patrons Served: **544**

LLD Cardholders: **11,055**

Non-Resident Fee Cardholders: **2**

Reciprocal Borrowers Registered Cardholders: **1,199**

Programs Held:

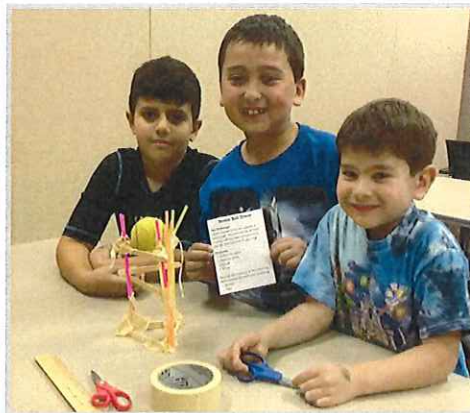
- Adults: **197**
- Teens: **85**
- Kids: **492**

Summer Read 2015

- Adults: **505** participants/**2,212** books read
- Teens: **149** participants/**513** books read
- Kids: **754** participants/**399,800** minutes read

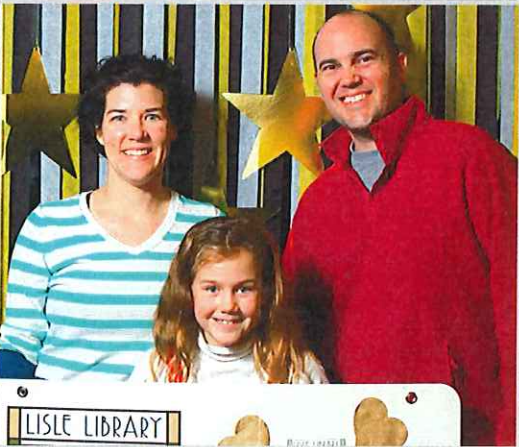
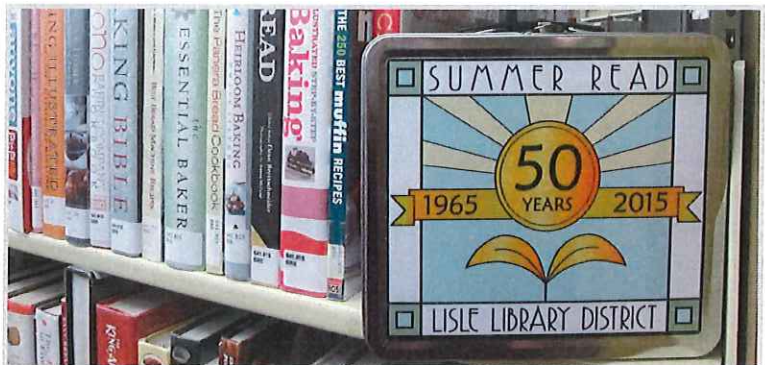
50th Anniversary Open House Attendance: **300**

Gallery 777 exhibits attendance: **178**





A Year in Photos 2015-2016



Monthly Circulation Report - January 2017

			Jan-17	YTD FY 15/16	YTD FY 16/17	YTD % Change
	Checkouts	Renewals	TOTALS			
Adult Non-Print	8,047	2,665	10,712	81,158	71,277	-12.18%
Adult Print	7,031	3,014	10,045	74,890	69,812	-6.78%
Adult Total	15,078	5,679	20,757	156,048	141,089	-9.59%
YS Non-Print	1,783	742	2,525	20,378	19,014	-6.69%
YS Print	7,975	2,698	10,673	79,450	73,717	-7.22%
Total YS	9,758	3,440	13,198	99,828	92,731	-7.11%
Digital Media						
Overdrive	1,590		1,590	11,215	10,135	-9.63%
hoopla	1,212		1,212	3,260	6,973	113.90%
Zinio	156		156	1,174	1,010	-13.97%
Total Digital	2,958	0	2,958	15,649	18,118	15.78%
Subtotal Print + Non-Print/Digital	27,794	9,119	36,913	271,525	251,938	-7.21%
Computer/Tech Sessions Logins	2,986		2,986	23,070	20,355	-11.77%
Database Usage/Unique Logins	6,040		6,040	47,555	44,616	-6.18%
Wireless Use	1,936		1,936	16,370	14,315	-12.55%
ScannX sessions/jobs	283		283	1,663	1,986	19.42%
Museum Adventure Passes	7		7	190	203	6.84%
Total IT/Resource Sessions	11,252	0	11,252	88,848	81,475	-8.30%
Total Circulation	39,046	9,119	48,165	360,373	333,413	-7.48%
Literacy Software Usage Hours *			88	302	645	113.58%
Borrower Information	Jan 2017 Total	YTD 15/16	YTD 16/17	YTD % Change		
New Library Cards Added	184	1,079	1,115	3.34%		
Monthly Borrowers	3,229	23,595	22,519	-4.56%		
Total # Registered Borrowers	11,732	12,188	11,732	-3.74%		
InterLibrary Loans						
Materials Sent	104	761	853	12.09%		
Materials Received	424	2,975	2,665	-10.42%		
Polaris/Catalog Holds						
Holds Placed	3,437	23,698	21,314	-10.06%		
Holds Checked Out	2,567	18,928	17,005	-10.16%		
* This statistic was added in October 2015.						

Program and Service statistics -January 2017

Library Event Statistics		LibWide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY15/16	YTD FY16/17	% Change
Staff Facilitated Programs			17	62		9	88	476	538	13.03%
Attendees			142	1,036		125	1,303	6,978	8,136	16.60%
Computer/Technology Programs			1	0		5	6	83	43	-48.19%
Attendees			20	0		8	28	358	191	-46.65%
Performer/Speaker/Author			3	1			4	30	26	-13.33%
Attendees			78	13			91	857	564	-34.19%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)		0					0	5	4	-20.00%
Attendees		0					0	984	510	-48.17%
Total Number of Programs			21	63		14	98	594	611	2.86%
Total Patrons Served by Programming			240	1,049		133	1,422	9,177	9,401	2.44%
Reference Questions			2,507	1,949	2,261		6,717	45,914	45,181	-1.60%
Volunteer Hours			5.00	75.00			80.00	784.50	954.50	21.67%
Outreach Service Statistics										
Outreach Visits			1	9	2		12	72	77	6.94%
Patrons Served by Outreach Visits			35	448	4		487	4,659	4,288	-7.96%
Home Delivery Dates			2				2	15	15	0.00%
Patrons Served via Home Delivery			72				72	522	564	8.05%
Total Outreach Programs			3	9	2		14	87	92	5.75%
Total Patrons Served with Outreach Services			107	448	4		559	5,181	4,852	-6.35%
Civic Facility Use										
Literacy/Tutoring Room Use (patron count)		93						492	700	42.28%
Number of Outside Groups Using Meeting Space		25						194	151	-22.16%
Patrons Entering Building		17,980						111,989	107,434	-4.07%
Friend's Sponsored Programs		1						11	6	-45.45%
Attendees		84						347	270	-22.19%
Social Media Use										
Facebook (daily page consumption)		892						7,680	8,169	6.37%
Twitter Followers		621						501	621	23.95%
Pinterest Average Daily Viewers *		201						1,053	1,525	44.82%
Instagram Likes		275						1,054	2,182	107.02%
Flickr Views *		7,505						41,259	39,787	-3.57%

* New statlines beginning in Sept. 2015.

Chicago Tribune NAPERVILLE SUN

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



Community Contributor Alexa Hansen
January 17, 2017

Artist Nancy Savaiano Rosenberg's exhibit of The Present: Gift & Challenge showing January-February 2017, with the opening night reception on January 6th, 2017.

Chicago Tribune **NAPERVILLE** SUN

From the community: Interactive Music Presentation for Lisle Library District's Weekly Family Literacy Class

Community Contributor Alexa Hansen
January 18, 2017

Music is the universal language understood by all who take time to hear, listen and learn!

The Lisle Library's weekly Family Literacy class for limited English speaking parents and their preschoolers from the Lisle and Naperville schools participated in music activities to improve listening and movement skills, following directions, and social/emotional development.

Nineteen families enjoyed an interactive presentation by Ms. Kathy

Cathey, Community School of the Arts in Wheaton, IL, who led the group in this unique learning experience. The Family Literacy class is held every Wednesday afternoon at the Lisle Library District in partnership with the Ann Reid Early Childhood Center and Literacy DuPage.

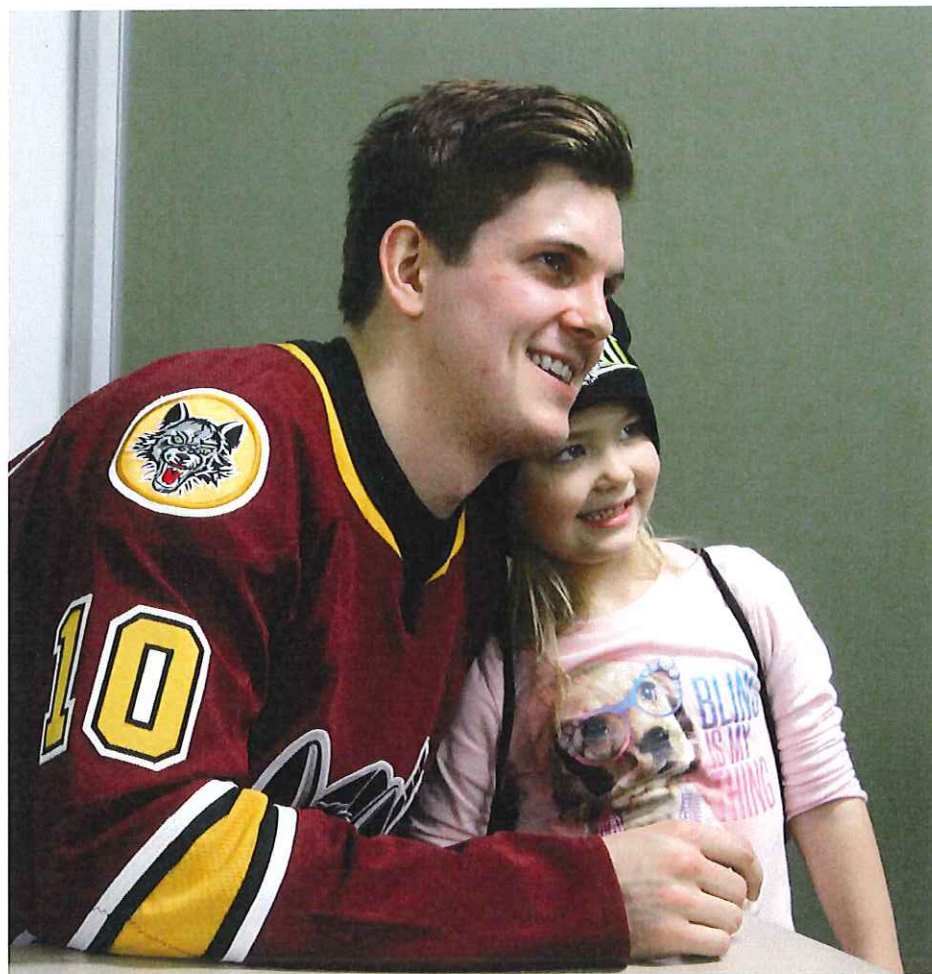
For more information about the Lisle Library's literacy/English language development programs, contact Jean Demas, literacy outreach librarian, literacy@lislelibrary.org or 930-971-1675, x1002.



Chicago Tribune NAPERVILLE SUN

From the community: Chicago Wolves Player Visits Lisle Library District

Community Contributor Alexa Hansen
January 19, 2017



To celebrate the end of Lisle Library District's Winter Reading Program, Chicago Wolves player Conner Bleackley stopped by for a visit and talked about his career and favorite books!

ND



Advocating
rough Service
sponsors pizza,
art supplies.
nabard's feeder
districts also



Tatiana Weinstein is the new director of the Lisle Library. Weinstein has worked at the library for the past 18 years.

DANIEL WHITE/dwhite@dailyherald.com

Lisle's librarian-in-chief

New director dedicated to enriching, educating, empowering residents of all ages

Eleven days after assuming her position as director of the Lisle Library District, Tatiana Weinstein is excited to lead the medium-size library into its future.

Weinstein comes well-prepared for the task, and already has weathered the first calamity.

"On the very last day of our past director, our main board switches went down that affords us internet and catalog access, and all the phone and wireless," Weinstein said. "For half a day there was a domino effect, so I had 11- and 12-hour days the first few days on the job."

The easiest thing for Weinstein during her initial days was her first internal staff

"The staff is so supportive, which is nice," Weinstein said. "We have a wonderful and highly professional staff, and are well-known for our great, helpful and friendly staff. They are so willing to go that extra mile."

Weinstein is equally proud to have been a member of the Lisle Library staff since 1998, starting as a readers advisory assistant and moving up the ranks to director of adult services and assistant director.

While working at a book

during her college studies, Weinstein was influenced by the store's staff librarian.

Growing up, Weinstein loved art, reading, writing and books and describes herself as a "news junkie." She thought of becoming an art teacher, and earned degrees at DePaul University and Columbia College in Chicago, and then her master's in library and information science from Dominican University in River Forest. Learning more about what a librarian does convinced her that it could be her perfect career.

"Every day here is a challenge, an opportunity and different each day because we work in the public sphere," Weinstein said. "We meet

problems and wonderful success stories." In her 18 years at the Lisle Library, Weinstein has attended many conferences and diligently keeps up with all the new things happening in public libraries.

"Public libraries today are institutions for lifelong learning," Weinstein said. "A lot is not just about books; all my librarians on staff are instructors and teach many classes we offer. We can really move technology ahead. We supplement our readers' educational, professional and creative needs and interests at every stage of life — from babies to seniors."

The Lisle Library is approximately 33,190 square feet in

its collection. Its extensive digital collections include e-books, audio books, music, magazines and movies with thousands of choices. Residents may access digital content through 40 databases. The library's vision statement is, "We are here to Enrich, Educate and Empower."

With the library board, Weinstein looks forward to working on the budget and evaluating the library's space. Weinstein says they first need to reach out to the community to find out what residents want from a library.

"Last year, we finished our five-year strategic plan," Weinstein said. "Our community outreach will be key to

Thursday, students rather in their activities to create. All students are expected to attend, and we will be with their families and friends.

Advocating through Service sponsors pizza, art supplies. Enhard's feeder districts also have Valentines for schools.

Members can drop off donations before Wednesday in the main office of any high school.

er at Valentines donate money or LITS committee, da Ross, Glen- 87 student and projects coordinators 942-7668 or glenbard.org.

s for Vets was the public director in Glen- ts. Years ago, had a newspaper about veterans in long-term care rarely receiving ed to do some- it — send them idea took on w life when stu- Glenbard's four picked up the new years ago, but lives on in Glen-



DANIEL WHITE/dwhite@dailyherald.com
Director Tatiana Weinstein's first couple days at the helm of the Lisle Library were anything but relaxing as she guided the facility past a computer problem that shut down the library's internet and materials catalogs.

Broz: Meet new Lisle library director

Continued from Page 1

laying out a strategic plan for the next three to five years. Is it a fit for the community, or do they like us just the way we are?"

accomplishments she can point to with pride. In the summer of 2013, she spearheaded a new feature at the library to highlight different local artists called Gallery 777. Every two months, the rotat-



Recent home & property sales

For a full list of property sales, visit www.dailyherald.com.

Addison

\$560,000; 552 N. Ellsworth Ave., Addison, Sold on Dec. 8, 2016, by Nderim Mehmeti to Chacko C. Kochukunju.

\$305,000; 1731 W. Byron Ave., Addison, Sold on Dec. 8, 2016, by Kimberly G. Cherf to Mohammed Arezki Bouharati.

Aurora

\$374,000; 1287 Cottonwood Drive, Aurora, Sold on Dec. 23, 2016, by Timothy D. Weber to Shawn P. Savage.

\$360,000; 1692 Jeanel Lane, Aurora, Sold on Dec. 8, 2016, by John P. Casey to Kyu Taek Cho.

Bensenville

\$189,000; 1114 Greenvalley St., Bensenville, Sold on Dec. 8, 2016, by George R. Levitt Jr to Melchor Reynaldo Perez.

\$112,000; 11 W. Green St., Unit 303, Bensenville, Sold on Dec. 8, 2016, by Anthony R. Schmidt to Sergio Lopez.

Bloomington

\$90,000; 322 Fairchild Court, Unit B, Bloomington, Sold on Dec. 8, 2016, by Igor Danilkovich to Kristian Gentchev.

Glen Ellyn

\$290,000; 2N356 Diane Ave., Glen Ellyn, Sold on Dec. 8, 2016, by Cynthia L. Rydberg LLC.

Ave., Unit 2 on Dec. 9, County Sh Loan Service **\$75,000;** Unit 5C, I Dec. 8, 20 Budurea to

Naperville

\$687,500; Court, Nap Dec. 9, 2016 at Heatherf Patten.

\$657,500; Circle, Nap Dec. 9, 2016 at Heatherf

Roselle

\$181,500; Drive, Rose 8, 2016, by Sharon Nov

Villa Park

\$225,000; Villa Park, 2016, by Philip P. Da

Warrenville

\$253,000; ton Court, on Dec. 8, Protz to Brai

West Chicago

\$725,000; sevelt Road Sold on Dec J. Vajgert LLC.

Proz: Meet new Lisle library director

Continued from Page 1

laying out a strategic plan for the next three to five years. Is it a fit for the community, or do they like us just the way we are?"

This spring, Weinstein will look to engage the Lisle community in a comprehensive survey process for the library's long-range planning. Last done in 1998-99, the library's intent is to connect with residents, to gather information, and to plan its future.

"Whatever your life circumstance, a public library can help you grow, improve and enhance your life."

Tatiana Weinstein

"There is a lot of great talent in Lisle," Weinstein said. "We are about six months out in planning."

The library had a recent donation from the Lisle Lions Club of low-vision service devices for public use. Among the items are large hand-held magnifiers, a device to turn text into sound, and low-vision reader.

"We have a whole Web page devoted to low-vision support," Weinstein said. She is grateful to the Lions for the gifts to the library; to the Friends of the Lisle Library for their continued support; first-rate programming, and twice-yearly book sales; and to the Lisle Woman's Club, which was key to forming the district more than 50 years ago and continues to support the library. She appreciates the adult home delivery volunteers who faithfully bring books and library materials to

be getting her message out.

"We are third place," Weinstein explained. "Home is number one; school or work is number two; and then the public library is number three."

Weinstein has some existing

accomplishments she can point to with pride. In the summer of 2013, she spearheaded a new feature at the library to highlight different local artists called Gallery 777. Every two months, the rotating exhibit features creative work. Each opening begins with a welcoming reception the first Friday of the exhibit. Interested artists ages 18 and older may contact the library for details.

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Weinstein believes,

"Whatever your life circumstance, a public library can help you grow, improve and enhance your life."

Joan Broz writes about Lisle. Her column appears monthly in Neighbor.

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Glen Ellyn

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\$230,000; 190 Hill Ave., Glen Ellyn, Sold on Dec. 8, 2016, by Grandview Homes LLC to Brady Johnson.

Glendale Heights

\$270,000; 47 W. Devon Ave., Glendale Heights, Sold on Dec. 8, 2016, by Lisannul A. Haq to Mohammed Azmathallah.
\$208,000; 1491 Davine Drive, Glendale Heights, Sold on Dec. 8, 2016, by Thanh X. Nguyen to Anthony Carponelli.

Lisle

\$421,000; 6725 Breckenridge Road, Lisle, Sold on Dec. 9, 2016, by Bradley M. Joseph to Prashant Sahay.
\$165,000; 5345 Newport Drive, Unit 4 7C, Lisle, Sold on Dec. 7, 2016, by Zygmantas Leimonas to Debrah J. Kurzas.

Lombard

\$78,000; 1508 S. Fairfield

\$253,000; 322 Birchchild Court, Unit B, Joliet, Ill. Sold on Dec. 8, 2016, by Igor Danilkovich to Kristian Gentchev.

West Chicago

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• Information for (630) 557-1508 S. Fairfield

dh

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THE BATAVIA FINE ARTS CENTRE PRESENTS ITS
FABULOUS FIFTH SEASON

POLICY 720
LISLE LIBRARY DISTRICT INVESTMENTS

1. Purpose and Scope

It is the policy of the Lisle Library District to be soundly financed at all times, to insure adequately against all risks anticipated to the extent possible, to protect the Library's investment through adequate controls, and to assure the security and preservation of public funds.

Maintaining the public's trust is the most important consideration in investment decisions. In managing its investment portfolio, the Lisle Library District shall avoid any transaction that might impair public confidence in the Library. Investments shall be made with discretion and care, considering the probable safety of the capital as well as the probable income to be derived.

This policy includes all funds governed by the Board of Trustees.

This policy shall be reviewed annually.

2. Standards of Care

A. Prudence

The standard of prudence to be used by investment officials shall be the "prudent person" standard.

Investments shall be made with judgment and care, under circumstances then prevailing that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived, net of expenses. 29 USC / 1104

B. Ethics and Conflict of Interest

Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make objective decisions. Employee and investment officials shall disclose any material interests in financial institutions with which they conduct business.

C. Delegation of Authority

The responsibility for the investment program is hereby delegated to the Treasurer of the Board of Library Trustees. The management and administrative duties are delegated to the Library Director and Finance Director.

Officers and administrative staff responsible for investments and financial management of the Lisle Library District shall be adequately insured and bonded.

3. Objectives

The primary objectives, in order of priority, shall be:

1. Legality - Conformance with federal, state, and other legal requirements
2. Safety - Preservation of capital and protection of investment principal
3. Yield - Each investment shall seek the best possible rate of return.
4. Liquidity - the Lisle Library District's investment portfolio shall remain sufficiently liquid to enable the Library to meet all operating requirements that may be reasonably anticipated in any fund.
 - To utilize, wherever possible, local financial institutions, not to preclude any previously listed investment objectives.
 - No less than one month's operating expenses are kept locally in a liquid account.
 - The portfolio should be reviewed periodically as to its effectiveness in meeting the Library's need for safety, liquidity, rate of return, diversification, and its general performance.

4. Safekeeping and Custody

A. Public Trust

In order to adhere to our respect of the public trust, Lisle Library District shall conduct transactions in a manner that shall ensure that public trust shall be of primary importance in all financial matters.

All security transactions including collateral for repurchase agreements entered into by Lisle Library District shall be conducted in a manner that ensures safety. The Lisle Library District is required to keep receipts and a written record of all transactions.

B. Authorized Investment Types

Investments may be made in any type of security allowed for by Illinois statutes regarding the investment of public funds. Section 30, Act 235 of the Illinois Compiled Statutes (ICLS) (Public Funds Investment Act) authorizes investment of public funds in the following investment vehicles. This is only an excerpt. Please read the actual statute for further details.

1. Bonds, notes, certificates of indebtedness, treasury bills that are guaranteed by the full faith and credit of the U.S.A. as to principal and interest or its agencies, which include, but are not limited to the federal land banks, federal intermediate credit banks, banks for cooperative federal farm credit banks, or any other entity authorized to issue debt obligations under the Farm Credit Act of 1971; federal home loan banks and the federal home loan mortgage corporations; and any other agency created by Act of Congress.
2. Interest-bearing savings accounts, certificates of deposit, time deposits
3. Short term obligations of corporations organized in the U.S. with assets exceeding \$500,000,000 subject to several detailed terms listed in the statute.
4. Money market mutual funds registered under the Investment Company Act of 1940 provided that the portfolio of any such money market mutual fund is limited to obligations described in paragraph 1 of this section and to agreements to repurchase such obligation.
5. Interest bearing bonds of any county, township, city, village, incorporated town, municipal corporation or school district. This investment has restrictions that should be reviewed in the actual statute.
6. Investments in banks that are insured by FDIC, short term discount obligations of the Federal National Mortgage Association; Savings Banks and Savings and Loan Associations insured by FDIC; credit unions chartered under the laws of the State with the principal office of such credit union located within the State of Illinois.
7. The Illinois Funds and IMET.
8. Repurchase agreements of government securities that are subject to the Government Securities Act of 1986 purchased through banks or trust companies authorized to do business in the State of Illinois.

C. Collateralization

Funds on deposit in excess of insured limits (i.e., FDIC) have collateral pledged at not less than 100% of the uninsured value. Pledged collateral will be held in safekeeping by a third party. Acceptable securities for collateral in order of preference are:

- 1) Obligations of the United States Government, Treasury Bills, and Certificates of Indebtedness, Notes and bonds and 2) Obligations of United States Government Agencies.

D. Internal Controls

The Lisle Library District is responsible for establishing and maintaining an

internal control structure designed to ensure that the assets of the Lisle Library District are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that the 1) cost of control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgment by management.

Accordingly, the investment officer shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

1. Control of collusion
2. Separation of transaction authority from accounting and recordkeeping
3. Custodial safekeeping
4. Avoidance of physical delivery securities
5. Clear delegation of authority to subordinate staff members
6. Written confirmation of transactions for investments and wire transfers
7. Development of a wire transfer agreement with the lead bank and third party custodian.

E. Financial and Investment Services Providers

Investment advisors, money managers and similar service providers shall be engaged on an as-needed basis only and by action of the Board. A competitive process will be used to select any such service provider. This process will be designed and coordinated by the Treasurer and the Board's Finance Committee.

F. Statutory Responsibility

The Treasurer and all appropriate administrative personnel shall carry statutory responsibility and be appropriately bonded.

5. Investment Parameters

A. Strategy

The Lisle Library District shall adopt and follow the Investment Strategy formulated for the Library by its investment consulting firm.

B. Diversification

The Lisle Library District shall diversify its investments to the best of its ability based on the nature of the funds invested and the cash flow needs of the funds.

1. Limiting investments to avoid overconcentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities).
2. Limiting investment in securities that have higher credit risks
3. Investing in securities with varying maturities.
4. Continuously investing a portion of the portfolio in readily available funds such as local government investment pools (i.e. Illinois Funds) and money market funds to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

C. Maximum Maturities

1. To the extent possible, the Lisle Library District shall attempt to match its investments with anticipated cash flow requirements. Therefore the Treasurer shall establish a maximum maturity limit for securities, unless they are matched to a specific cash flow or if the investments maturities are made to coincide as nearly as practicable with the expected use of the funds.
2. The Lisle Library District shall, when deemed appropriate, adopt weighted average maturity limitations consistent with the investment objectives which may range from 90 days to 5 years.
3. Reserve funds and other funds with longer-term investment horizons may be invested in securities exceeding five years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of funds. The intent to invest in securities with longer maturities shall be disclosed in writing to the Finance Committee.
4. Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as Illinois Funds, money market funds, or overnight repurchase agreement to ensure that appropriate liquidity is maintained to meet ongoing obligations.

6. Reporting

A. Methodology

An investment report shall be prepared at least monthly. The report should be provided to the Board of Library Trustees and be available on request. The report should be in a format suitable for review by the general public. An annual report should also be provided to the Board. The report shall include information regarding securities in the portfolio by class or type, book value, income earned, and market value as of the report date.

B. Performance Standards

This investment portfolio will be managed in accordance with the parameters specified within this policy.

Adopted 11/10/99

Revised 11/13/02

Revised 10/9/13

Revised 03/11/15

Revised 02/08/17

DRAFT

Lisle Library District
Pay Grades
Effective: July 1, 2017

2/3/2017 4:59 PM

Pay Grade	FLSA	Job Title	Minimum	Midpoint	Maximum
14	E	Library Director	\$90,509	\$113,135	\$135,762
			\$46.41	\$58.02	\$69.62
13		Hold for future restructuring	\$79,532	\$99,416	\$119,299
			\$40.79	\$50.98	\$61.18
12	E	Assistant Director	\$69,888	\$87,360	\$104,832
			\$35.84	\$44.80	\$53.76
11	E	Director of Adult Services	\$61,413	\$76,766	\$92,121
	E	Director of Technical Services	\$31.49	\$39.37	\$47.24
	E	Director of Youth Services			
	E	Finance Director			
	E	Director of Circulation Services			
10		Hold for future restructuring	\$53,965	\$67,458	\$80,949
			\$27.67	\$34.59	\$41.51
9	E	Assistant Director of Adult Services	\$47,476	\$59,277	\$71,132
	E	Assistant Director of Youth Services	\$24.35	\$30.40	\$36.48
	E	Assistant Director of Technical Services			
8	E	Assistant Director of Circulation	\$41,671	\$51,067	\$62,506
	NE	Literacy Outreach Librarian	\$21.37	\$26.19	\$32.05
	NE	Adult Services Librarian			
	NE	Adult Programming Coordinator/Librarian			
	NE	Technology Associate			
	NE	Professional Cataloger			
7	NE	Administrative Office Manager	\$36,618	\$45,772	\$54,927
		Communications Coordinator	\$18.78	\$23.47	\$28.17
6	NE	Adult Services Paraprofessional	\$32,177	\$40,222	\$48,266
	NE	Youth Services Paraprofessional	\$16.50	\$20.63	\$24.75
	NE	Technical Services Paraprofessional			
	NE	Circulation Services Paraprofessional			
	NE	Finance Clerk			
5		Hold for future restructuring	\$28,275	\$35,344	\$42,413
			\$14.50	\$18.13	\$21.75
4	NE	Adult Services Associate	\$24,846	\$31,058	\$37,270
	NE	Youth Services Associate	\$12.74	\$15.93	\$19.11
	NE	Facilities and Security Monitor			
	NE	Receptionist - Library Associate			
	NE	Technical Services Associate			
	NE	Circulation Services Associate			
3		Hold for future restructuring	\$21,833	\$27,292	\$32,750
			\$11.20	\$14.00	\$16.79
2		Hold for future restructuring	\$19,186	\$23,982	\$28,779
			\$9.84	\$12.30	\$14.76
1	NE	Adult Services Page	\$16,972	\$21,075	\$25,290
	NE	Youth Services Page	\$8.70	\$10.81	\$12.97
	NE	Circulation Services Page			

February 8, 2017

PTO (Paid Time Off) PAYMENTS

The following amount is owed to the indicated retiring employee. The payment could include flex holidays earned but not taken and vacation earned/accrued but not taken. According to IL law, Department of Labor, vacation time earned or accrued but not taken must be paid when an employee terminates employment. This payout will be included with their final paycheck.

Employee	Amount not to exceed
Eileen Soliday	\$5,605.28