

PUBLIC/LEGAL NOTICE

*The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on March 15, 2023 at 7:00 pm at the Lisle Police Department, 5040 Lincoln Avenue, Lisle, Illinois.*

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

*Submitted comments will not be read aloud. Comments will be provided to the Board prior to the regular meeting and will become part of the meeting record. The LLD records all regular Board meetings. Any person who has a disability requiring accommodations to participate in this meeting should contact the Lisle Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.*

LISLE LIBRARY DISTRICT  
BOARD MEETING  
March 15, 2023 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak - general public comment period
3. Assignments for reviewing monthly accounts payable
  - a. Trustee Sullivan and Trustee Turner reviewed the February billings in March
  - b. Secretary Larson and Trustee Wynn will review the March billings in April
4. Consent Agenda - Action Required
  - a. Approve Minutes of the February 21, 2023 Board Meeting
  - b. Approve Minutes of the February 21, 2023 Executive Session
  - c. Acknowledge Treasurer's Report, 02/28/23, Investment Activity Report, 02/28/23, Current Assets Report, 02/28/23, Revenue Report, 02/28/23, and Expense Report, 02/28/23
  - d. Authorize Payment of Bills, 03/15/23
5. Capital Improvement Project
  - a. Monthly Project Status Update - CCS Report including progress, schedule and budget updates & discussions
  - b. Library Closure - Action Required
    - i. Library Closure to facilitate final, interior, renovation move; from 3/27/23 to 4/9/23.
6. Committee Reports
  - a. Finance
  - b. Personnel and Policy
  - c. Physical Plant
  - d. Advocacy and Outreach
7. Staff Reports
  - a. Director's Report
  - b. Assistant Director's Report
8. Opportunity for Trustee comments (five minutes)  
Bartelli, Larson, Norton, Sullivan, Swistak, Turner, Wynn
9. Adjourn

LISLE LIBRARY DISTRICT  
BOARD MEETING  
February 21, 2023 - 7:01 p.m.

1. Roll call

Present:

Marjorie Bartelli - President  
Emily Swistak - Vice President  
Jenny Norton - Treasurer  
Karen Larson - Secretary  
Liz Sullivan - Trustee  
Lorna Turner - Trustee  
Sara Wynn - Trustee

Also present:

Tatiana Weinstein - Director  
Beth McQuillan - Assistant Director  
Chris Knight - Recording Secretary  
Marc Rogers - CCS International Inc. [left the meeting at 7:56 p.m.]

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

3. Assignments for reviewing monthly accounts payable

- a. Vice President Swistak and Trustee Wynn reviewed the January billings in February
- b. Trustee Sullivan and Trustee Turner will review the February billings in March

4. Consent Agenda - Action Required

- a. Approve Minutes of the January 24, 2023 Board Meeting
- b. Acknowledge Treasurer's Report, 01/31/23, Investment Activity Report, 01/31/23, Current Assets Report, 01/31/23, Revenue Report, 01/31/23, and Expense Report, 01/31/23
- c. Authorize Payment of Bills, 02/21/23

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

5. Unfinished Business

- a. Capital Improvement Project: Monthly Project Status Update - CCS Report including schedule and budget update

Mr. Rogers discussed Phase 1 carry-over work and Phase 2 construction progress. He stated that the project schedule summary was tracking with a substantial completion date of 3/22, final completion of 4/11, with a suggested grand opening date of 4/22.

Discussion: Trustee Sullivan asked for clarification regarding the contingency line. Mr. Rogers explained the reduction was due to work in the east restrooms.

Mr. Rogers provided an overview of change orders and said that he didn't anticipate too many more as Camosy closes-out the project.

i. Change Order Approval - Action Required

**MOTION:** Trustee Sullivan moved to approve Change Order #41 to Camosy for one month of extended supervision and general conditions costs in the sum of \$49,520.00. Vice President Swistak seconded.

Roll Call Vote - All Aye. The motion passed.

ii. Library Closure Discussion

Mr. Rogers provided an overview of closure plans. He stated that as soon as the Library has temporary occupancy, the staff who currently occupy the teen space and YS play area will be moved to their permanent work rooms. Camosy would then complete the teen space and YS play area. He suggested that the closure occur between Monday, March 27<sup>th</sup> through Sunday, April 9<sup>th</sup>. The closure would include moving and sorting the Library collection, orienting staff to new office work rooms, installing technology and functionality testing. Mr. Rogers stated that Board approval for closure would be on the March agenda.

Discussion: Vice President Swistak asked about notifying the public about the closure. Director Weinstein stated that the LLD would follow the same procedures as the last closure. President Bartelli asked about spring break. Vice President Swistak stated that spring break starts the last week in March.

iii. Grand Opening Discussion

Mr. Rogers suggested to first have a soft open, and then a grand opening on Saturday, April 22<sup>nd</sup>. He discussed the Open Meetings Act (OMA), refreshments, and promotion.

Discussion: Trustee Sullivan suggested that crowds may rival the LLD's Harry Potter Day numbers and to plan accordingly. President Bartelli asked about the soft open. Director Weinstein said that it would afford staff the time to ensure that all service points were fully functional. Treasurer Norton asked which day would be best for an event. Director Weinstein stated that most LLD events occur on Saturdays because it accommodates most residents. Director Weinstein asked if Trustees would be available on April 22. Trustees stated they were free on that date. Vice President Swistak mentioned that April 22 was also Earth Day. Director Weinstein suggested that the Board hold a meeting similar to the ground-breaking ceremony in respect to OMA. Treasurer Norton suggested having consensus on a time to adjourn. Director Weinstein suggested committing to an hour-long meeting and then to adjourn.

Trustee Sullivan asked about the timeframe for a grand opening. Director Weinstein stated that LLD events generally occur during a 3-hour window, such as 11am to 2pm, while continuing to be open all day. Vice President Swistak asked about refreshments. Director Weinstein suggested something similar to a Summer Read event offering individual portions. Vice President Swistak mentioned having branded items available. Director Weinstein said that research was happening on branded material. Vice President Swistak asked about the progress on the railings. Mr. Rogers explained that Camosy was aware that the railings were not acceptable and will address the issue. Trustee Sullivan asked about the window installation for the drive-up window. Mr. Rogers said that he anticipated installation in April. Vice President Swistak asked about progress on the main sign. Mr. Rogers explained that the sign was currently in permit review.

Mr. Rogers left the meeting at 7:56 p.m.

6. Committee Reports

- a. Finance - Trustee Turner had nothing to report.
- b. Personnel and Policy - Vice President Swistak stated the Committee would schedule a meeting in the near future to refresh members on the Director evaluation form, to update the Director job description, and to review several policies. She stated that the Director evaluation would take place before a new Board is seated in May.
- c. Physical Plant - Secretary Larson had nothing to report.
- d. Advocacy and Outreach - Trustee Sullivan had nothing to report. She asked if staff tested the LiteZilla. Director Weinstein confirmed it was tested.

7. Staff Reports

Director Weinstein stated that she attended multiple Warhol Committee meetings. She mentioned that the Library would host an unveiling event for the Warhol window cling. The event date has yet to be scheduled. Director Weinstein added that family members of the four honorees would be invited to the event. She commented that the LLD would have a modified logo in a Warhol theme. Director Weinstein stated that the LLD would conduct a Warhol art program, compliments of the College of DuPage. She said that the Warhol Committee experience has been great and that working with Lisle businesses and organizations provides a wonderful blueprint for future community collaborations.

Director Weinstein said she provided tours of Phase 2 to some Trustees. She updated the Board about restroom wall tile options, suggesting a cost-saving option. Director Weinstein commented that she met with Department Directors, Hallett Movers, and Mr. Rogers to discuss moving to the east side of the building. She announced that the LLD would host Illinois State Representative Terra Costa Howard on Monday, February 27 from noon to 2PM. Director Weinstein thanked Jennifer Wannemaker for a donation of seeds for the LLD Seed Library.

Assistant Director McQuillan mentioned that she conducted Person in Charge (PIC) training for some staff. She stated that the PIC manual will be updated with the new building configuration. Assistant Director McQuillan commented that some budget work has begun.

8. New Business

- a. Acknowledge payment of earned/unused vacation time as required by IL Wage Payment and Collection Act (820 ILCS 115/5) - payment shall not exceed \$1888.65, to be paid to Rachael Perek.

President Bartelli read aloud the acknowledgement of payment to Rachael Perek for earned/unused vacation time.

9. Executive Session

**MOTION:** Treasurer Norton moved to go into Executive Session under 5 ILCS 120/2(c)(21) the 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. Secretary Larson seconded. Roll Call Vote - All Aye. The motion passed.

The Board voted to go into Executive Session at 8:10 p.m.

The Board came back into Open Session at 8:21 p.m.

**MOTION:** Vice President Swistak moved to release the following Executive Session minutes; August 17, 2022. Trustee Wynn seconded.  
Roll Call Vote - All Aye. The motion passed.

**MOTION:** Treasurer Norton moved to destroy the following Executive Session recordings more than 18 months old; February 17, 2021 and August 11, 2021. Vice President Swistak seconded.  
Roll Call Vote - All Aye. The motion passed.

10. Opportunity for Trustee comments (five minutes)

Treasurer Norton stated that she was happy with the renovation progress and the camaraderie on the Board. Trustee Wynn said she was pleased with the progress of the renovation. Vice President Swistak stated that she was looking forward to the finish line and shared a positive text she received from a patron. Secretary Larson commented that she could not wait for the renovation to be completed. Trustee Sullivan commented on statistics for digital media, museum passes, computer and technology programs, and outreach. She mentioned that the Library was doing an excellent job regarding digital offerings and technology.

Trustee Turner suggested that museum pass use was likely increased due to more availability. She asked Director Weinstein if the LLD would entertain having the Lisle Woman’s Club conduct another flower arrangement event near Mother’s Day. Director Weinstein suggested that utilizing the new outdoor reading space might be an appropriate spot. President Bartelli said that it was exciting to see the new automatic doors. She also mentioned that she walked the outdoor Sidewalk Stories display over the weekend.

11. Adjourn

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

The meeting adjourned at 8:30 p.m.

Recorded by

\_\_\_\_\_  
Chris Knight, Recording Secretary

Approved by the Board of Trustees on March 15, 2023.

Approved by

\_\_\_\_\_  
Karen Larson, Secretary of the LLD Board of Trustees

**Treasurer's Report as of February 28, 2023**

Fund Name	Cash Balance 02/28/23	Financial Assets % W/ Spec Res	Financial Assets % W/O Spec Res
<b>Corporate</b>	3,683,174.09	<b>54.75%</b>	<b>89.66%</b>
<b>IMRF</b>	218,718.54	<b>3.25%</b>	<b>5.32%</b>
<b>FICA</b>	206,378.91	<b>3.07%</b>	<b>5.02%</b>
Subtotals	<b>4,108,271.54</b>	<b>61.07%</b>	<b>100.00%</b>
<b>Special Reserve</b>	2,620,450.32	<b>38.93%</b>	<b>0.00%</b>
	<b>6,728,721.86</b>	<b>100.00%</b>	<b>100.00%</b>

Treasurer

Date

**INVESTMENT ACTIVITY**

Company	INTEREST												Total
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
IMET	1,228.98	1,677.92	1,850.93	2,339.48	2,735.71	3,247.71	2,444.59	1,937.73					17,463.05
Ehlers	22.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00					22.87
Ehlers-inv Interest #5707	13,731.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00					13,731.25
Ehlers-inv Interest #8217	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00
Ehlers-inv Interest Pershing	280.45	22,830.90	4,519.22	8,524.09	1,607.22	8,710.56	5,994.17	6,692.82					59,159.43
Fifth Third Bank	926.40	1,493.92	2,125.81	2,746.09	2,970.67	2,946.48	2,720.16	2,196.37					18,125.90
Liele Savings	51.21	60.90	68.32	70.62	73.49	82.63	114.03	159.18					680.38
Liele CD 2635	131.52	109.18	105.71	109.28	105.81	109.38	109.43	98.89					879.20
Liele CD 2669	49.82	49.83	48.24	49.85	48.26	49.87	49.89	70.18					415.94
IL Funds	1,238.56	1,692.54	1,541.54	1,628.87	1,295.61	916.29	460.65	448.69					9,222.75
US Bank-9853	10.27	10.62	10.62	10.27	10.62	10.27	10.62	10.62					83.91
US Bank-9370	0.43	0.42	0.41	0.39	0.41	0.36	0.39	0.38					3.19
<b>TOTALS</b>	<b>17,671.76</b>	<b>27,926.23</b>	<b>10,270.80</b>	<b>15,478.94</b>	<b>8,847.80</b>	<b>16,073.55</b>	<b>11,903.93</b>	<b>11,614.86</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>119,787.87</b>

Interest - Special Reserve Only	9,072.08	13,730.81	4,530.98	7,572.81	4,311.03	7,029.02	5,283.27	4,995.81					56,525.81
Interest - No Special Reserve Reflected	8,599.68	14,195.42	5,739.82	7,906.13	4,536.77	9,044.53	6,620.66	6,619.05					63,262.06
<b>Totals</b>	<b>17,671.76</b>	<b>27,926.23</b>	<b>10,270.80</b>	<b>15,478.94</b>	<b>8,847.80</b>	<b>16,073.55</b>	<b>11,903.93</b>	<b>11,614.86</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>119,787.87</b>

Company	INVESTMENTS												Total
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Investment Maturities and Sales	935,000.00	2,114,118.05	593,923.92	1,654,003.05	200,000.00	999,437.04	498,000.00	499,537.89					7,494,019.95
Investment Purchases	499,118.05	1,698,265.94	999,437.04	1,298,503.09	-	1,206,485.78	499,930.53	496,774.67					6,698,515.10
<b>TOTALS</b>	<b>435,881.95</b>	<b>415,852.11</b>	<b>(405,513.12)</b>	<b>355,499.96</b>	<b>200,000.00</b>	<b>(207,048.74)</b>	<b>(1,930.53)</b>	<b>2,763.22</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>795,504.85</b>





Lisle Library District  
 For the Eight Months Ending February 28, 2023  
 Revenues - Special Reserve Only

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
REVENUES					
70-02-4481-00 Interest Earned	\$ 4,995.81	\$ 56,525.80	\$ 10,402.99	\$ 10,000.00	565.26
TOTAL INTEREST	4,995.81	56,525.80	10,402.99	10,000.00	565.26
70-04-4587-10 Restricted - Transfer from Cor	2,500.00	1,030,000.00	0.00	30,000.00	3,433.33
70-05-4680-00 Debt Certificate	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	2,500.00	1,030,000.00	0.00	30,000.00	3,433.33
TOTAL REVENUES	7,495.81	1,086,525.80	10,402.99	40,000.00	2,716.31

Lisle Library District  
 For the Eight Months Ending February 28, 2023  
 Revenues - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
<b>REVENUES</b>					
<b>TAX LEVY</b>					
10-01-4411-00 Tax Levy - Corp.	\$ 0.00	\$ 3,841,496.54	\$ 3,770,568.40	\$ 3,846,660.00	99.87
40-01-4414-00 Tax Levy - IMRF	0.00	80,058.98	81,829.38	80,166.00	99.87
45-01-4415-00 Tax Levy - FICA	0.00	170,792.50	170,249.73	171,022.00	99.87
<b>TOTAL TAX LEVY</b>	<b>0.00</b>	<b>4,092,348.02</b>	<b>4,022,647.51</b>	<b>4,097,848.00</b>	<b>99.87</b>
<b>TIF SURPLUS</b>					
10-01-4455-00 TIF-Surplus Corp	0.00	31,755.81	31,560.08	30,000.00	105.85
<b>TOTAL TIF SURPLUS</b>	<b>0.00</b>	<b>31,755.81</b>	<b>31,560.08</b>	<b>30,000.00</b>	<b>105.85</b>
<b>PERSONAL PROPERTY REPLACEMENT TAX</b>					
10-01-4461-00 Personal Property Repl. Tax -	0.00	34,606.02	20,787.65	18,000.00	192.26
40-01-4462-00 Personal Property Repl. Tax -	0.00	1,997.21	1,199.71	850.00	234.97
45-01-4463-00 Personal Property Repl. Tax -	0.00	313.79	188.49	150.00	209.19
<b>TOTAL PERSONAL PROPERTY REP</b>	<b>0.00</b>	<b>36,917.02</b>	<b>22,175.85</b>	<b>19,000.00</b>	<b>194.30</b>
<b>INTEREST INCOME</b>					
10-02-4472-00 Interest Earned - Corp	5,857.54	56,836.49	19,237.20	10,000.00	568.36
40-02-4475-00 Interest Earned - IMRF	383.03	3,161.85	688.68	700.00	451.69
45-02-4476-00 Interest Earned - FICA	378.48	3,263.73	610.33	500.00	652.75
<b>TOTAL INTEREST INCOME</b>	<b>6,619.05</b>	<b>63,262.07</b>	<b>20,536.21</b>	<b>11,200.00</b>	<b>564.84</b>
<b>UNREALIZED GAIN/LOSS ON INVESTMENTS</b>					
10-02-4526-00 Unrealized Gain/Loss on	2,017.32	14,191.85	(32,634.33)	0.00	0.00
<b>TOTAL UNREALIZED GAIN/LOSS O</b>	<b>2,017.32</b>	<b>14,191.85</b>	<b>(32,634.33)</b>	<b>0.00</b>	<b>0.00</b>
<b>DESK INCOME</b>					
10-03-4531-00 Lost Books	49.02	696.96	672.61	1,000.00	69.70
10-03-4536-00 Non-Resident Fees	0.00	995.26	591.95	500.00	199.05
10-03-4540-00 Fines	51.13	(40.82)	399.99	500.00	(8.16)
<b>TOTAL DESK INCOME</b>	<b>100.15</b>	<b>1,651.40</b>	<b>1,664.55</b>	<b>2,000.00</b>	<b>82.57</b>
<b>UNRESTRICTED INCOME</b>					
10-03-4550-00 Gifts - Unrestricted Corp	0.00	1,046.00	0.00	5,000.00	20.92
10-03-4560-30 Gifts - Restricted - YS	0.00	0.00	8,755.00	0.00	0.00
10-04-4573-00 Copier Income	962.42	3,172.29	2,854.11	3,500.00	90.64

Lisle Library District  
For the Eight Months Ending February 28, 2023  
Revenues - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
10-04-4583-00	0.00	44,664.48	42,043.40	42,000.00	106.34
10-04-4584-00	0.00	1,848.26	1,024,963.97	2,000.00	92.41
10-04-4585-00	203.00	1,848.75	4,892.00	8,000.00	23.11
10-05-4595-00	70.00	486.28	0.00	0.00	0.00
TOTAL UNRESTRICTED INCOME	1,235.42	53,066.06	1,083,508.48	60,500.00	87.71
TOTAL REVENUES	\$ 9,971.94	\$ 4,293,192.23	\$ 5,149,458.35	\$ 4,220,548.00	101.72

Lisle Library District  
 For the Eight Months Ending February 28, 2023  
 Expenses - Special Reserve Only

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
<b>SPECIAL RESERVE EXPENSES</b>					
<b>MAINTENANCE AND EQUIPMENT EXPENSES</b>					
70-20-5666-00 Facility and Campus	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
70-65-5667-00 Security Systems	0.00	0.00	0.00	0.00	0.00
70-65-5671-00 Furniture & Equipment	0.00	0.00	0.00	0.00	0.00
70-65-5674-00 Consulting	0.00	0.00	0.00	0.00	0.00
<b>TOTAL MAINTENANCE AND EQUIP</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00</b>
<b>RENOVATION COSTS</b>					
70-65-5675-00 Renovation Project	276,229.27	3,370,860.29	455,161.62	5,200,000.00	64.82
70-65-5861-00 Interior Renovation	0.00	0.00	0.00	0.00	0.00
<b>TOTAL RENOVATION COSTS</b>	<b>276,229.27</b>	<b>3,370,860.29</b>	<b>455,161.62</b>	<b>5,200,000.00</b>	<b>64.82</b>
<b>TOTAL SPECIAL RESERVE EXPENSES</b>	<b>276,229.27</b>	<b>3,370,860.29</b>	<b>455,161.62</b>	<b>5,215,000.00</b>	<b>64.64</b>

Lisle Library District  
For the Eight Months Ending February 28, 2023  
Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
<b>ALL EXPENSES</b>					
<b>EMPLOYEE COSTS</b>					
Salaries					
10-10-5603-10 Administrative - Reg. Hours	\$ 41,380.45	\$ 330,045.16	\$ 314,912.55	\$ 519,278.00	63.56
10-10-5603-20 Adult Services - Reg. Hours	39,974.69	315,043.92	336,785.94	539,621.00	58.38
10-10-5603-30 Youth Services - Reg. Hours	34,709.26	267,061.11	250,137.60	416,519.00	64.12
10-10-5603-50 Technical Services - Reg. Hour	20,280.44	155,551.42	163,865.73	347,451.00	44.77
10-10-5603-60 Circulation - Reg. Hours	37,771.77	285,557.41	297,268.03	477,131.00	59.85
Total Salaries	174,116.61	1,353,259.02	1,362,969.85	2,300,000.00	58.84
Health and Dental Ins.					
10-10-5621-10 Hosp. Ins. - Admin	5,147.37	37,269.46	28,759.40	49,835.00	74.79
10-10-5621-20 Hosp. Ins. - Adult Serv.	12,406.67	55,067.94	58,487.84	101,330.00	54.35
10-10-5621-30 Hosp. Ins. - YS	4,328.91	32,131.86	30,415.61	50,890.00	63.14
10-10-5621-50 Hosp. Ins. - Tech	2,644.16	19,738.48	20,877.88	30,998.00	63.68
10-10-5621-60 Hosp. Ins. - Circ	4,077.37	31,974.48	31,917.73	58,516.00	54.64
10-10-5622-10 Dental Ins. - Admin.	200.81	1,618.95	1,479.84	2,431.00	66.60
10-10-5622-20 Dental Ins. - Adult Serv	379.68	3,017.50	3,700.78	6,229.00	48.44
10-10-5622-30 Dental Ins. - YS	191.05	1,485.51	1,776.75	3,136.00	47.37
10-10-5622-50 Dental Ins. - Tech	131.78	1,011.79	1,395.43	1,849.00	54.72
10-10-5622-60 Dental Ins. - Circ	197.25	1,255.89	1,828.07	4,786.00	26.24
Total Health and Dental Ins.	29,705.05	184,571.86	180,639.33	310,000.00	59.54
Other Staff Benefits					
10-10-5646-00 Unemployment Compensation	0.00	(2,949.25)	418.67	4,000.00	(73.73)
10-10-5646-10 Tuition Reimbursement - Staff	0.00	0.00	0.00	0.00	0.00
Total Other Staff Benefits	0.00	(2,949.25)	418.67	4,000.00	(73.73)
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	3,119.22	24,879.75	23,794.34	40,187.00	61.91
45-10-5625-20 FICA Expense - Adult Serv.	2,946.04	23,104.12	24,261.88	41,761.00	55.32
45-10-5625-30 FICA Expense - Youth Services	2,615.17	20,132.64	18,746.18	32,234.00	62.46
45-10-5625-50 FICA Expense - Tech Servs.	1,524.72	11,697.79	12,299.59	26,889.00	43.50
45-10-5625-60 FICA Expense - Circulation	2,674.02	20,207.62	21,632.47	36,929.00	54.72
Total FICA Expenses	12,879.17	100,021.92	100,734.46	178,000.00	56.19
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	786.70	12,976.49	19,490.73	19,090.00	67.98
40-10-5628-20 IMRF Expense - Adult Servs	775.06	13,035.11	22,267.55	22,261.00	58.56
40-10-5628-30 IMRF Expense - Youth Services	632.59	10,141.49	15,380.11	15,123.00	67.06

Lisle Library District  
 For the Eight Months Ending February 28, 2023  
 Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
40-10-5628-50	401.56	6,451.53	10,944.28	9,869.00	65.37
40-10-5628-60	587.95	8,853.90	14,352.02	13,657.00	64.83
Total IMRF Expenses	3,183.86	51,458.52	82,434.69	80,000.00	64.32
Total EMPLOYEE COSTS	219,884.69	1,686,362.07	1,727,197.00	2,872,000.00	58.72
<b>BUILDING COSTS</b>					
Utilities					
10-20-5650-00	0.00	2,700.00	3,600.00	5,400.00	50.00
10-20-5651-00	0.00	1,810.00	1,810.00	1,810.00	100.00
10-20-5652-00	765.16	4,936.02	5,472.23	10,000.00	49.36
10-20-5653-00	1,883.86	6,806.92	7,273.42	10,000.00	68.07
10-20-5654-00	450.00	2,439.00	1,003.42	2,300.00	106.04
10-20-5655-00	1,787.05	22,477.89	29,986.35	50,000.00	44.96
10-20-5656-00	125.00	875.00	875.00	1,500.00	58.33
Total Utilities	5,011.07	42,044.83	50,020.42	81,010.00	51.90
Maintenance and Repairs					
10-20-5660-00	1,250.00	3,750.00	3,750.00	5,000.00	75.00
10-20-5661-00	2,764.10	20,204.80	24,306.80	49,500.00	40.82
10-20-5662-00	4,980.00	21,690.00	23,675.00	40,000.00	54.23
10-20-5663-00	101.31	6,600.73	5,080.49	10,000.00	66.01
10-20-5664-00	4,195.45	16,439.77	32,647.25	70,000.00	23.49
10-20-5665-00	269.66	2,221.12	2,445.31	4,000.00	55.53
Total Maintenance and Repairs	13,560.52	70,906.42	91,904.85	178,500.00	39.72
TOTAL BUILDING COSTS	18,571.59	112,951.25	141,925.27	259,510.00	43.52
<b>OPERATING EXPENSES</b>					
Postage and Printing					
10-25-5710-00	(8.96)	1,854.35	2,892.05	5,500.00	33.72
10-25-5710-10	3,576.00	14,164.00	10,242.00	17,000.00	83.32
10-25-5711-00	2,078.36	7,315.96	5,952.79	8,800.00	83.14
10-25-5712-00	0.00	298.69	271.38	1,000.00	29.87
Total Postage and Printing	5,645.40	23,633.00	19,358.22	32,300.00	73.17
Supplies					
10-25-5713-00	334.72	4,111.15	3,509.89	5,500.00	74.75
10-25-5714-00	865.27	5,457.18	7,646.18	10,000.00	54.57
10-25-5715-00	0.00	1,247.00	751.37	1,900.00	65.63

Lisle Library District  
 For the Eight Months Ending February 28, 2023  
 Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
10-25-5716-00	590.95	2,283.58	2,170.45	5,000.00	45.67
10-25-5717-00	2,653.07	19,281.50	18,719.79	43,000.00	44.84
10-25-5718-00	3,797.02	8,654.24	7,266.07	12,400.00	69.79
<b>Total Supplies</b>	<b>8,241.03</b>	<b>41,034.65</b>	<b>40,063.75</b>	<b>77,800.00</b>	<b>52.74</b>
<b>Other Operating Costs</b>					
10-25-5719-00	0.00	1,092.41	714.61	1,500.00	72.83
10-25-5722-15	0.00	158.33	137.50	200.00	79.17
10-25-5723-00	0.00	0.00	402.29	500.00	0.00
10-25-5723-15	302.03	3,065.22	2,753.51	6,000.00	51.09
10-25-5724-15	6.25	256.77	136.23	500.00	51.35
<b>Total Other Operating Costs</b>	<b>308.28</b>	<b>4,572.73</b>	<b>4,144.14</b>	<b>8,700.00</b>	<b>52.56</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>14,194.71</b>	<b>69,240.38</b>	<b>63,566.11</b>	<b>118,800.00</b>	<b>58.28</b>
<b>INSURANCE</b>					
10-30-5750-00	0.00	2,100.00	2,100.00	2,100.00	100.00
10-30-5751-00	0.00	59,277.10	57,232.50	46,000.00	128.86
10-30-5752-00	0.00	0.00	75.00	225.00	0.00
10-30-5754-00	(470.00)	6,514.00	9,372.50	7,000.00	93.06
<b>TOTAL INSURANCE</b>	<b>(470.00)</b>	<b>67,891.10</b>	<b>68,780.00</b>	<b>55,325.00</b>	<b>122.71</b>
<b>CONTRACTUAL SERVICES</b>					
10-35-5760-00	0.00	1,518.75	4,151.25	15,000.00	10.13
10-35-5761-00	25.30	290.95	241.65	700.00	41.56
10-35-5762-00	0.00	2,475.00	250.00	5,000.00	49.50
10-35-5763-00	6,993.21	94,367.46	72,674.50	95,000.00	99.33
10-35-5764-10	2,264.31	17,210.81	23,094.58	40,000.00	43.03
10-35-5765-10	430.64	3,471.56	4,275.92	7,500.00	46.29
10-35-5769-00	0.00	0.00	0.00	5,200.00	0.00
10-35-5770-00	0.00	9,175.00	8,900.00	9,200.00	99.73
10-35-5771-00	1,913.16	6,572.95	5,241.55	7,900.00	83.20
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>11,626.62</b>	<b>135,082.48</b>	<b>118,829.45</b>	<b>185,500.00</b>	<b>72.82</b>
<b>PERSONNEL DEVELOPMENT</b>					
10-40-5783-00	40.00	2,814.00	2,571.00	4,000.00	70.35
10-40-5784-00	514.24	609.69	167.51	2,400.00	25.40
10-40-5785-00	442.34	3,814.30	937.94	7,000.00	54.49
10-40-5786-00	0.00	74.99	252.87	4,500.00	1.67
10-40-5787-00	0.00	1,843.93	383.86	2,500.00	73.76

Lisle Library District  
 For the Eight Months Ending February 28, 2023  
 Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
10-40-5788-00 Training (Cont Ed) - Staff	2,550.00	2,550.00	700.00	6,500.00	39.23
10-45-5786-70 Dues - Trustee	0.00	150.00	230.00	525.00	28.57
10-45-5787-70 Conferences - Trustees	0.00	0.00	0.00	1,000.00	0.00
10-45-5788-70 Meetings - Trustees	0.00	0.00	0.00	1,000.00	0.00
10-45-5789-70 Training-Trustees	0.00	0.00	39.98	1,000.00	0.00
<b>TOTAL PERSONNEL DEVELOPMEN</b>	<b>3,546.58</b>	<b>11,856.91</b>	<b>5,283.16</b>	<b>30,425.00</b>	<b>38.97</b>
<b>EQUIPMENT COSTS</b>					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	0.00	58,933.57	56,060.59	55,000.00	107.15
10-48-5803-10 Technology	3,982.81	42,390.00	11,305.03	50,000.00	84.78
10-48-5804-10 Facility	3,255.41	5,245.41	5,377.99	10,000.00	52.45
Total Major Equipment	7,238.22	106,568.98	72,743.61	115,000.00	92.67
Minor Equipment					
10-48-5823-10 Minor Equip - Administration	0.00	748.86	0.00	700.00	106.98
10-48-5823-20 Minor Equip - Adult Services	292.10	442.03	182.51	700.00	63.15
10-48-5823-30 Minor Equipment - Youth	515.06	543.23	103.99	700.00	77.60
10-48-5823-50 Minor Equip - Tech Services	147.81	286.93	520.70	700.00	40.99
10-48-5823-60 Minor Equip - Circ	554.00	700.00	0.00	700.00	100.00
Total Minor Equipment	1,508.97	2,721.05	807.20	3,500.00	77.74
Equip Maint/Repairs and Rentals					
10-48-5843-00 Rental-Postage Meter	0.00	541.71	541.71	720.00	75.24
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	706.31	6,730.18	10,306.13	20,280.00	33.19
10-48-5846-00 Equip Maint/Repr-NonContr	50.88	1,052.64	29.91	1,000.00	105.26
Total Equip Maint/Repairs and Rentals	757.19	8,324.53	10,877.75	22,000.00	37.84
<b>TOTAL EQUIPMENT COSTS</b>	<b>9,504.38</b>	<b>117,614.56</b>	<b>84,428.56</b>	<b>140,500.00</b>	<b>83.71</b>
<b>LIBRARY MEDIA</b>					
Books					
10-50-5863-20 Literacy/ESL	114.00	3,167.80	3,257.47	8,000.00	39.60
10-50-5863-30 Books - Youth Serv	3,558.37	28,082.83	33,265.20	54,000.00	52.01
10-50-5863-50 Books - Tech Serv	0.00	0.00	0.00	0.00	0.00
10-50-5864-10 Books - Non Fiction	4,395.28	36,420.02	46,685.98	86,200.00	42.25
10-50-5865-10 Books - Adult/Teen Fiction	3,772.85	33,411.89	42,269.80	74,500.00	44.85
10-50-5867-20 Ref Books - Adult Serv	854.90	2,993.39	7,175.20	18,000.00	16.63
Total Books	12,695.40	104,075.93	132,653.65	240,700.00	43.24



Lisle Library District  
For the Eight Months Ending February 28, 2023  
Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
<b>Databases</b>					
10-50-5869-20 Internet Licensed DBases	0.00	97,343.44	87,372.83	110,000.00	88.49
10-50-5872-10 Dbases - Professional	1,652.91	6,036.56	5,327.56	10,000.00	60.37
10-50-5873-30 Dbases - Youth Serv	0.00	12,299.66	15,142.15	12,000.00	102.50
Total Databases	1,652.91	115,679.66	107,842.54	132,000.00	87.64
<b>Audio-Visual Materials</b>					
10-50-5890-30 A-V Matls - Youth Serv	606.90	7,904.01	10,054.02	15,000.00	52.69
10-50-5895-40 A-V Matls - Adult Serv	2,556.55	30,104.30	40,667.40	60,000.00	50.17
10-50-5899-20 Digital Content	10,433.72	73,811.41	74,570.29	105,000.00	70.30
Total Audio-Visual Materials	13,597.17	111,819.72	125,291.71	180,000.00	62.12
<b>Periodicals/Doc Delivery</b>					
10-50-5871-20 Document Delivery	0.00	23,841.03	22,993.57	24,500.00	97.31
10-50-5900-20 Periodicals - Adult Serv	1,482.64	22,233.34	28,717.70	37,500.00	59.29
10-50-5900-30 Periodicals - Youth	0.00	264.89	132.91	500.00	52.98
10-50-5900-80 Periodicals - Prof. Collection	392.00	3,319.97	2,115.97	3,000.00	110.67
Total Periodicals/Doc Delivery	1,874.64	49,659.23	53,960.15	65,500.00	75.82
<b>TOTAL LIBRARY MEDIA</b>	29,820.12	381,234.54	419,748.05	618,200.00	61.67
<b>PROGRAMS AND READER'S SERVICES</b>					
<b>Programs</b>					
10-60-5931-10 Programs - Adult Services	674.74	6,818.22	9,112.14	13,000.00	52.45
10-60-5931-30 Programs - Youth	553.34	7,316.84	6,131.58	12,000.00	60.97
10-60-5931-40 Online Marketing	0.00	646.46	610.18	2,000.00	32.32
10-60-5931-50 Community Relations	847.37	2,608.67	1,526.30	5,500.00	47.43
Total Programs	2,075.45	17,390.19	17,380.20	32,500.00	53.51
<b>Readers Services</b>					
10-60-5940-10 Reader Services - Adult Serv.	0.00	139.98	184.68	2,000.00	7.00
10-60-5940-30 Reader Services - Youth Serv.	831.01	2,674.15	1,268.35	5,500.00	48.62
Total Readers Services	831.01	2,814.13	1,453.03	7,500.00	37.52
<b>TOTAL PROGRAMS AND READERS</b>	2,906.46	20,204.32	18,833.23	40,000.00	50.51
<b>RESTRICTED USAGE EXPENSES</b>					
10-80-5980-80 Restricted - Gifts	0.00	1,150.00	0.00	16,000.00	7.19

Lisle Library District  
For the Eight Months Ending February 28, 2023  
Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
10-80-5981-80	14,599.80	32,083.65	23,733.78	42,000.00	76.39
10-80-5982-80	0.00	13,250.00	0.00	31,000.00	42.74
10-80-5983-80	0.00	35,000.00	0.00	36,000.00	97.22
<b>TOTAL RESTRICTED USAGE EXPEN</b>	<b>14,599.80</b>	<b>81,483.65</b>	<b>23,733.78</b>	<b>125,000.00</b>	<b>65.19</b>
<b>CONTINGENCY</b>					
10-90-5999-00	0.00	0.00	13,671.14	25,000.00	0.00
<b>TOTAL CONTINGENCY</b>	<b>0.00</b>	<b>0.00</b>	<b>13,671.14</b>	<b>25,000.00</b>	<b>0.00</b>
<b>TOTAL EXPENSES - EXC OP TRANS</b>	<b>324,184.95</b>	<b>2,683,921.26</b>	<b>2,685,995.75</b>	<b>4,470,260.00</b>	<b>60.04</b>
<b>OPERATING TRANSFERS OUT</b>					
10-80-5984-80	2,500.00	1,030,000.00	0.00	30,000.00	3,433.33
Transfer to Special Reserve					
<b>TOTAL OPERATING TRANSFERS O</b>	<b>2,500.00</b>	<b>1,030,000.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>3,433.33</b>
<b>TOTAL ALL EXPENSES</b>	<b>326,684.95</b>	<b>3,713,921.26</b>	<b>2,685,995.75</b>	<b>4,500,260.00</b>	<b>82.53</b>

**Lisle Library District  
Accounts Payable - March 15, 2023**

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Amazon	022823	Books, Video Games, Supplies	10-50-5864-10	Books - Non Fiction	460.82	
			10-50-5865-10	Books - Adult/Teen Ficti	8.39	
			10-50-5895-40	A-V Mats - Adult Serv	839.64	
			10-60-5931-10	Programs - Adult Service	223.58	
			10-50-5890-30	A-V Mats - Youth Serv	34.99	
			10-60-5931-30	Programs - Youth	199.54	
			10-48-5823-30	Minor Equipment - Youth	26.59	
			10-25-5716-00	Kitchen Supplies	19.28	
			10-25-5713-00	Office Supplies	13.39	
			10-25-5717-00	Processing Supplies	24.87	
			10-25-5714-00	Circ. Material Supplies	213.08	
			10-48-5823-20	Minor Equip - Adult Servi	83.67	
			10-60-5931-50	Community Relations	74.05	
			10-00-2610-00	Accounts Payable	1,906.45	
		Amazon Capital Services				
B&T (C5223433)	022823	Continuations & Processing	10-50-5864-10	Books - Non Fiction	572.85	
			10-25-5717-00	Processing Supplies	12.72	
		Baker & Taylor (C5223433)	10-00-2610-00	Accounts Payable		585.57
B&T (L0334152)	022823	Circ & Processing	10-50-5864-10	Books - Non Fiction	1,720.78	
			10-25-5717-00	Processing Supplies	109.23	
		Baker & Taylor (L0334152)	10-00-2610-00	Accounts Payable		1,830.01
B&T (L4171582)	022823	Audio Book Baker & Taylor (L4171582)	10-50-5864-10	Books - Non Fiction	17.48	
			10-00-2610-00	Accounts Payable		17.48
Bear Landscape	11792	Snow Removal #4 of 5 Bear Landscape	10-20-5662-00	Maint Contr. - Landscap	4,980.00	
			10-00-2610-00	Accounts Payable		4,980.00
ComEd	022723	Usage ComEd	10-20-5655-00	Utilities - Electric	1,588.09	
			10-00-2610-00	Accounts Payable		1,588.09
Compact Disc Sourc	80804	Processing Compact Disc Source	10-25-5717-00	Processing Supplies	120.64	
			10-00-2610-00	Accounts Payable		120.64
Compact Disc Sourc	80805	Music CDs Compact Disc Source	10-50-5895-40	A-V Mats - Adult Serv	302.65	
			10-00-2610-00	Accounts Payable		302.65
Culligan of Wheaton	800171683	Water Culligan of Wheaton	10-25-5716-00	Kitchen Supplies	75.41	
			10-00-2610-00	Accounts Payable		75.41
Current Technolog	731100	Network Monitoring March, 2023 Current Technologies Corporation	10-35-5763-00	Other Contr Svcs-Tech	285.00	
			10-00-2610-00	Accounts Payable		285.00
Eco Clean	11505	Cleaning Service	10-20-5661-00	Maint Contracts - Maint.	2,562.00	

**Lisle Library District**  
**Accounts Payable - March 15, 2023**

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
ELM USA	56424	Eco Clean Maintenance	10-00-2610-00	Accounts Payable		2,562.00
		Solution D for Disc Cleaning Machine	10-25-5714-00	Circ. Material Supplies	86.49	
		ELM USA Inc.	10-00-2610-00	Accounts Payable		86.49
Encore Data	114160	Earbuds	10-25-5714-00	Circ. Material Supplies	420.00	
		Encore Data Products, Inc.	10-00-2610-00	Accounts Payable		420.00
Groot	10272083T098	Rubbish	10-20-5665-00	Rubbish Removal	283.60	
		Groot, Inc.	10-00-2610-00	Accounts Payable		283.60
IHLS - OCLC	27193	Lost ILL Item	10-50-5871-20	Document Delivery	21.26	
		IHLS - OCLC	10-00-2610-00	Accounts Payable		21.26
Ingram	030123	Books & Processing	10-50-5865-10	Books - Adult/Teen Ficti	4,656.14	
			10-50-5864-10	Books - Non Fiction	2,092.75	
			10-50-5863-30	Books - Youth Serv	3,018.30	
			10-50-5895-40	A-V Mattis - Adult Serv	290.32	
			10-25-5717-00	Processing Supplies	1,497.26	
		Ingram Library Services	10-00-2610-00	Accounts Payable		11,554.77
Kanopy	339611	Kanopy	10-50-5899-20	Digital Content	172.00	
		Kanopy, Inc.	10-00-2610-00	Accounts Payable		172.00
Knight, Chris	030223	Raspberry Pi	10-48-5803-10	Technology	30.70	
		Chris Knight	10-00-2610-00	Accounts Payable		30.70
Kocemba, Yolanda	021823	ESL for You! Teacher Stipend	10-50-5863-20	Literacy/ESL	114.00	
		Yolanda Kocemba	10-00-2610-00	Accounts Payable		114.00
Konica Minolta Busin	285625211	C458 Usage	10-48-5845-00	Equip Maint/Repr-Contr-	141.59	
		Konica Minolta Business Solutions	10-00-2610-00	Accounts Payable		141.59
Library Ideas	96999	Vox Books	10-50-5890-30	A-V Mattis - Youth Serv	811.26	
		Library Ideas LLC	10-00-2610-00	Accounts Payable		811.26
Library Ideas	97000	Vox Books	10-50-5890-30	A-V Mattis - Youth Serv	276.06	
		Library Ideas LLC	10-00-2610-00	Accounts Payable		276.06
Library Ideas	97105	Vox Books	10-50-5890-30	A-V Mattis - Youth Serv	1,179.00	
		Library Ideas LLC	10-00-2610-00	Accounts Payable		1,179.00
LIMRICC PHIP Healt	030623	March Premium	10-10-5621-10	Hosp. Ins. - Admin	5,822.62	
			10-10-5621-20	Hosp. Ins. - Adult Serv.	7,802.29	
			10-10-5621-30	Hosp. Ins. - YS	4,845.47	

**Lisle Library District**  
**Accounts Payable - March 15, 2023**

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Literacy DuPage	051823-1	LIMIRICC PHIP Health	10-10-5621-50	Hosp. Ins. - Tech	2,980.38	
		Partner Sponsorship	10-10-5621-60	Hosp. Ins. - Circ	8,519.04	
		Reading Between the Vines Event	10-00-2610-00	Accounts Payable		29,969.80
Literacy DuPage	051823-2	Literacy DuPage	10-50-5863-20	Literacy/ESL	100.00	
Literacy DuPage	051823-2	Reading Between the Vines Event - Jean Demas	10-00-2610-00	Accounts Payable		100.00
Matthew Bender	36087483	Literacy DuPage	10-50-5863-20	Literacy/ESL	75.00	
		Employment in IL	10-00-2610-00	Accounts Payable		75.00
		Matthew Bender & Co.	10-50-5900-20	Periodicals - Adult Serv	243.10	
Metalmaster	12945	Gutter Repair	10-00-2610-00	Accounts Payable		243.10
		Metalmaster Roofmaster Inc.	10-00-2610-00	Maint/Repairs-Non Contr	898.00	
			10-00-2610-00	Accounts Payable		898.00
Midwest Tape	503439155	Hoopla	10-50-5899-20	Digital Content	4,048.42	
		Midwest Tape	10-00-2610-00	Accounts Payable		4,048.42
Midwest Tape 7288	030123	DVDs/Blu-rays & Processing	10-50-5895-40	A-V Matls - Adult Serv	974.57	
			10-25-5717-00	Processing Supplies	25.14	
		Midwest Tape (7288)	10-00-2610-00	Accounts Payable		999.71
Midwest Tape 7289	030123	Processing	10-25-5717-00	Processing Supplies	712.96	
		Midwest Tape (7289)	10-00-2610-00	Accounts Payable		712.96
Midwest Tape 7291	030123	DVDs/Blu-rays & CD Books	10-50-5890-30	A-V Matls - Youth Serv	11.24	
		Midwest Tape (7291)	10-00-2610-00	Accounts Payable		11.24
OverDrive	23062425	CPC	10-50-5899-20	Digital Content	906.12	
		OverDrive, Inc.	10-00-2610-00	Accounts Payable		906.12
OverDrive	23062443	CPC	10-50-5899-20	Digital Content	1,500.00	
		OverDrive, Inc.	10-00-2610-00	Accounts Payable		1,500.00
OverDrive	23064582	Advantage	10-50-5899-20	Digital Content	2,025.77	
		OverDrive, Inc.	10-00-2610-00	Accounts Payable		2,025.77
Paddock Publication	090623	Subscription thru 09/06/23	10-50-5900-20	Periodicals - Adult Serv	799.20	
		Paddock Publications	10-00-2610-00	Accounts Payable		799.20
PDQ/SmartDeploy	PDQ37943	Imaging Software	10-35-5763-00	Other Contr Svcs-Tech	883.75	
		PDQ/SmartDeploy	10-00-2610-00	Accounts Payable		883.75
Penworthy	0588506-IN	Books	10-50-5863-30	Books - Youth Serv	1,183.86	

**Lisle Library District  
Accounts Payable - March 15, 2023**

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Penworthy	0588789IN	The Penworthy Company Books The Penworthy Company	10-00-2610-00 10-50-5863-30 10-00-2610-00	Accounts Payable Books - Youth Serv Accounts Payable	1,002.13	1,183.86 1,002.13
ProQuest	70762569	Wall Street Journal Online ProQuest LLC	10-50-5869-20 10-00-2610-00	Internet Licensed DBase Accounts Payable	832.63	832.63
Ruocco, Patricia	030123	Reimburse March Health Premium Patricia Ruocco	10-10-5621-20 10-00-2610-00	Hosp. Ins. - Adult Serv. Accounts Payable	710.00	710.00
Staples	584030999	Misc. Office, Kitchen & Copier Supplies  Staples Advantage	10-25-5713-00 10-25-5716-00 10-25-5715-00 10-00-2610-00	Office Supplies Kitchen Supplies Copier Supplies Accounts Payable	72.20 32.90 133.47	238.57
Unique	6110080	February Placements Unique	10-35-5761-00 10-00-2610-00	Collection Agency Accounts Payable	63.25	63.25
					<b>76,705.26</b>	<b>76,705.26</b>

**PRIOR MONTHS BILLS PAID BETWEEN February 2023 AND March 2023**

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

<b>Check #</b>	<b>Vendor</b>	<b>Amount</b>	
HSA	Salaries 2/15/2023	62480.55	
HSA	IL Child Support	300.00	
HSA	IL Dept. of Revenue	3954.04	
Auto W/D	Howard Simon & Associates	1863.68	
HSA	EFTPS/Electronic Tax Payment 2/15/2023	20744.41	
	Fed Tax \$7723.86		
	FICA W/H \$6510.30		
	FICA Lib \$6510.25		
HSA	Salaries 2/28/2023	61063.00	
HSA	IL Child Support	300.00	
HSA	IL Dept. of Revenue	3856.18	
Auto W/D	Howard Simon & Associates	49.48	
HSA	EFTPS/Electronic Tax Payment 2/28/2023	20287.90	
	Fed Tax \$7550.14		
	FICA W/H \$6368.84		
	FICA Lib \$6368.92		
Wired	IMRF	11048.58	
	IMRF Lib. \$7864.72		
	<b>Sub Total</b>	<b>185947.82</b>	
<b>Check #</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
6852	Amazon	Video Game	39.99
6853	CCS	Project Management	7,700.00
6854	CDW Government	Versalink Printers, Toner & Message Archiver	8,912.81
6855	Construction Field Services	Materials Testing	2,789.40
6856	Culligan of Wheaton	Water	167.27
6857	Delta Dental - Risk	March Premium	2,009.22
6858	Demco Software	Evanced	753.01
6859	EnvisionWare, Inc.	RFID Pad	309.80
6860	Fifth Third Bank	Phone, Subscriptions & Programs	6,215.27
6861	Garvey's Office Products	Tape, Distilled Water, Index Cards & Dividers	132.42
6862	Johnson Controls Security Solutions	Remainder of Phase 1 Security	761.97
6863	Konica Minolta Business Solutions	Lexmark Printers	174.00
6864	Legal & Regulatory US	Social Security 2023	519.03
6865	Midwest Environmental Consulting	Air Quality Testing	3,250.00

6866	Micah Boone	Annual Website Maintenance	1,079.00
6867	Naperville Sun	Subscription through 6/23/23	94.50
6868	NCPERS Group Life Ins	Payroll Withholding	48.00
6869	Outsource Solutions	Backup Server Licenses	200.00
6870	OverDrive, Inc.	Advantage	2,020.42
6871	The Penworthy Company	Stay Sharp & Books	958.84
6872	Callie Romenesko	Reimburse Mileage	6.25
6873	Sheehan, Nagle, Hartray Architects	Architectural Services	7,092.90
6874	Sikich LLP	Accounting Services	2,163.60
6875	Staples Advantage	Misc. Kitchen & Office Supplies	403.04
6876	Stephens Plumbing & Heating	Toilet Repair	180.00
6877	Village of Lisle	Monthly Internet Service	450.00
		<b>Sub Total</b>	<b>\$ 48,430.74</b>
		<b>TOTAL</b>	<b>\$ 234,378.56</b>
Wire Transfer	Camosy Incorporated	Construction Draw #11 - 2/22/2023	<b>\$ 254,635.00</b>



Monthly Circulation Report - February 2023

	Checkouts	Renewals	Feb-23 TOTALS	YTD FY 21/22	YTD FY 22/23	YTD % Change
Adult Non-Print	1,701	1,954	3,655	44,930	32,582	-27.48%
Adult Print	3,095	2,427	5,522	69,518	49,937	-28.17%
Adult Total	4,796	4,381	9,177	114,448	82,519	-27.90%
YS Non-Print	434	703	1,137	13,322	9,649	-27.57%
YS Print	5,577	5,243	10,820	108,492	93,298	-14.00%
Total YS	6,011	5,946	11,957	121,814	102,947	-15.49%
Digital Media						
Overdrive	3,995		3,995	28,201	32,510	15.28%
hoopla	1,931		1,931	14,925	14,206	-4.82%
Overdrive Magazines	116		116	828	1,104	33.33%
PressReader	608		608	2,558	4,094	60.05%
Kanopy	220		220	1,913	1,645	-14.01%
Total Digital	6,870	0	6,870	48,425	53,559	10.60%
<b>Subtotal Print + Non-Print/Digital</b>	<b>17,677</b>	<b>10,327</b>	<b>28,004</b>	<b>284,687</b>	<b>239,025</b>	<b>-16.04%</b>
Computer/Tech Sessions Logins	1,971		1,971	7,811	7,152	-8.44%
Database Usage/Unique Logins	3,240		3,240	30,011	28,761	-4.17%
Wireless Use	374		374	3,755	2,495	-33.56%
ScannX sessions/jobs	218		218	4,296	1,273	-70.37%
Museum Adventure Passes	5		5	211	253	19.91%
Total IT/Resource Sessions	5,808	0	5,808	46,084	39,934	-13.35%
<b>Total Circulation</b>	<b>23,485</b>	<b>10,327</b>	<b>33,812</b>	<b>330,771</b>	<b>278,959</b>	<b>-15.66%</b>
Literacy Software Usage Hours			0	6	0	--
<b>Borrower Information</b>	<b>Feb. 2023 Total</b>	<b>YTD 21/22</b>	<b>YTD 22/23</b>	<b>YTD % Change</b>		
New Library Cards Added	136	930	1,071	15.16%		
Monthly Borrowers	2,101	19,724	17,639	-10.57%		
Total # Registered Borrowers	8,370	7,769	8,370	7.74%		
<b>InterLibrary Loans</b>						
Materials Sent	0	715	0	-100.00%		
Materials Received	528	2,353	3,260	38.55%		
<b>Polaris/Catalog Holds</b>						
Holds Placed	2,527	25,338	22,529	-11.09%		
Holds Checked Out	1,835	20,999	17,193	-18.12%		

Lisle Library District - Program and Service Statistics - February 2023

Library Event Statistics		Library Wide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY21/22	YTD FY22/23	% Change
Staff Facilitated Programs			11	25	5	2	43	1,018	441	-56.68%
Attendees			62	555	12	17	646	6,822	5,426	-20.46%
Computer/Technology Programs			3	0			3	23	30	30.43%
Attendees			39	0			39	69	118	71.01%
Performer/Speaker/Author			2	0			2	25	20	-20.00%
Attendees			14	0			14	341	376	10.26%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)		0					0	11	0	-100.00%
Attendees		0					0	1,811	0	-100.00%
<b>Total Number of Programs</b>		0	16	25	5	2	48	1,077	491	-54.41%
<b>Total Patrons Served by Programming</b>		0	115	555	12	17	699	9,043	5,920	-34.53%
Reference Questions			1,890	1,039	1,104		4,033	33,979	31,235	-8.08%
Volunteer Hours			5.00	0.00			5.00	64.50	42.50	-34.11%
Notary Service		17					17	137	157	14.60%
Outreach Service Statistics										
Outreach Visits			0	6	0	0	6	24	63	162.50%
Patrons Served by Outreach Visits			0	183	0		183	768	3,656	376.04%
Home Delivery Dates			2				2	17	17	0.00%
Patrons Served via Home Delivery			95				95	681	741	8.81%
<b>Total Outreach Programs</b>			2	6	0		8	41	80	95.12%
<b>Total Patrons Served with Outreach Services</b>			95	183	0		278	1,449	4,397	203.45%
Civic Facility Use										
Literacy/Tutoring Room Use (patron count)		0						0	0	--
Number of Outside Groups Using Meeting Space		0						77	0	-100.00%
Patrons Entering Building		7,157						68,158	60,655	-11.01%
Friend's Sponsored Programs		0						0	0	--
Attendees		0						0	0	--
Social Media Use										
Facebook (daily page consumption)		641						9,676	7,167	-25.93%
Twitter Followers		1,088						862	1,088	26.22%
Instagram Likes		415						5,863	4,721	-19.48%
Flickr Views		814						41,004	50,209	22.45%
YouTube Views		5,061						47,117	47,156	0.08%
eBlast Engagement *		673						N/A	1,265	--
Total LLD App Downloads		521						447	521	16.55%
Total LLD App Sessions		2,153						15,380	16,221	5.47%

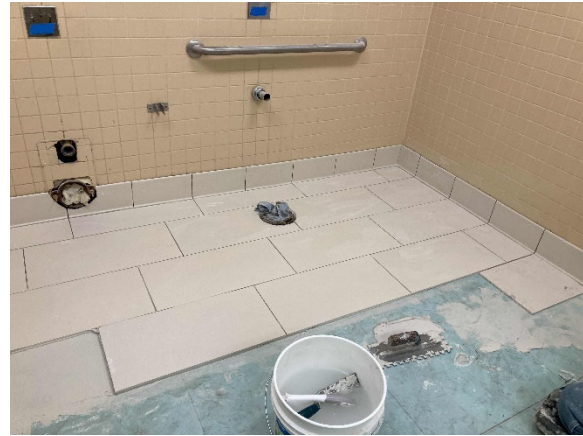
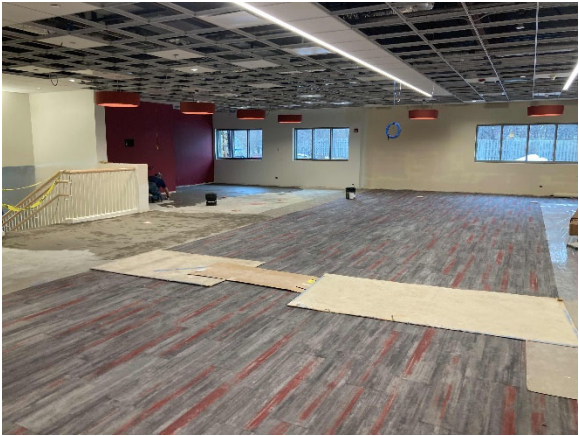
\* eBlast Engagement statline added January 2023.



March Board Report (3/9/2023)

**A. Progress Update (since the last Board Meeting on 2/21/2023)**

- Carry over Phase 1 work (balance of unfinished work) is progressing:
  - HVAC system testing and balancing completing this week.
  - Final glass installation is ongoing.
- Phase 2 Construction is progressing.
  - Painting is ongoing.
  - Elevator installation is substantially complete awaiting final adjustments and testing
  - Flooring installation is ongoing.
  - The outdoor program area is near complete (trellis installed and fencing in progress).
  - Floor tile installation in the east restrooms is in progress
  - **The project is tracking to substantially complete +/- 3/22/2023**



- Due to winter conditions select work will be required to complete once the winter weather has passed.
  - Final paint coating on the entrance canopy cedar siding (UPDATE: Final paint is in progress as weather allows)
  - Final asphalt infill around the outdoor program area (asphalt plants closed for the season)
- Site Signage Permitting is in progress



March Board Report (3/9/2023)

**B. Project Schedule Summary – On Current Schedule (Substantial Completion +/- 3/22/2023)**

There has been no change since last month to Camosy’s overall schedule. The project is tracking to the following milestone dates:

- Phase 2 Substantial Completion 3/22/2023
- Punchlist and Transitional Work\* 3/22/2023 – 4/11/2023
- Tentative Final Completion 4/11/2023
- Tentative Grand Opening 4/22/2023

\*Includes the transitional work required to finish the YS play area and teen room

Note: The final completion sequence of events including the final move, furniture installation and transitional work is currently under review.

Master Project Schedule - Executive Summary	Months															
	# of working months:	8	9	10	11	12	13	14	15	16	17	18	19	20	21	
	month	1/22	2/22	3/22	4/22	5/22	6/22	7/22	8/22	9/22	10/22	11/22	12/22	1/23	2/23	3/23
Permitting																
Contractor Procurement																
Construction Phase																
Pre-Construction / Mobilization																
Phase 1 Construction - West Side of Building (including new entrances & sitework)																
Phase 2 Construction - East Side of Building																
Project Close-Out and Final Move-In																

No change to schedule Impacts from last month as outlined below.

- **Phase 1 Found Conditions (+/- 1 month impact noted in July Board Report)**
- Material Availability & North Entry Canopy Structural Steel (+/- ½ to 1 month impact noted in September Board Report)
- **Phase 2 Found Conditions (+/- ½ to 1 month impact noted in December Board Report)**

**NOTE: 1.5 – 2 Months of schedule impact are from found conditions**

**C. Upcoming Activities**

- Site Signage Production is pending permit approval.
- Substantial Construction Completion +/- 3/22:
  - A temporary Certificate of Occupancy will be requested with inspections to be scheduled on or around 3/22.
- The Library move and furniture installation is planned for 3/22/23 thru 4/9/23
- Final completion items that will follow Substantial Completion include:
  - Elevator testing and approval
  - East side outdoor work (plantings and final paving)
  - Final lighting controls
  - Punchlist work



March Board Report (3/9/2023)

**D. Project Cost Summary – Tracking on Budget**

Approved Total Project Budget: \$7.7M

Expenditures Summary					
Project Component	Concept Phase Budget (a)	Anticipated Cost Update (thru 3/9/2023)		Committed to Date (thru 3/9/2023)	
		\$	Change from Budget (\$)	Contracted (\$)	Expenditures (\$)
E-000: Land Cost					
E-000.1: Land Cost	\$0	\$0	\$0	\$0	\$0
<b>E-000: Land Cost Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
E-100: Bond Cost					
E-100.1: Financing Costs	\$15,000	\$0	-\$15,000	\$0	\$0
<b>E-100: Bond Cost Total</b>	<b>\$15,000</b>	<b>\$0</b>	<b>-\$15,000</b>	<b>\$0</b>	<b>\$0</b>
E-200: Building Costs					
E-200.1: Building Construction	\$5,669,200	\$5,725,998	\$56,798	\$5,642,871	\$4,479,468
E-200.2: Environmental Remediation	\$0	\$39,020	\$39,020	\$39,020	\$39,020
E-200.3: Site Utilities	\$0	\$0	\$0	\$0	\$0
E-200.4: Permitting and Zoning Fees	\$60,782	\$12,500	-\$48,282	\$2,580	\$1,110
<b>E-200: Building Costs Total</b>	<b>\$5,729,982</b>	<b>\$5,777,518</b>	<b>\$47,536</b>	<b>\$5,684,470</b>	<b>\$4,519,598</b>
E-300: Soft Costs					
E-300.1: Professional Service Costs	\$924,810	\$909,503	-\$15,307	\$892,793	\$822,578
E-300.2: Fixtures, Furnishing & Equipment	\$840,000	\$884,667	\$44,667	\$823,672	\$333,620
E-300.3: Other Owner Soft Costs	\$0	\$335	\$335	\$335	\$335
<b>E-300: Soft Costs Total</b>	<b>\$1,764,810</b>	<b>\$1,794,505</b>	<b>\$29,695</b>	<b>\$1,716,800</b>	<b>\$1,156,533</b>
E-400: Contingency					
E-400.1: Owner Contingency	\$190,208	\$127,978	-\$62,231	\$0	\$0
<b>E-400: Contingency Total</b>	<b>\$190,208</b>	<b>\$127,978</b>	<b>-\$62,231</b>	<b>\$0</b>	<b>\$0</b>
<b>Project Expenditure Totals</b>	<b>\$7,700,000</b>	<b>\$7,700,000</b>	<b>\$0</b>	<b>\$7,401,270</b>	<b>\$5,676,131</b>

**Variance \$ from Budget Notes (New Only):**  
No Changes in the Anticipated Costs from February 2023

Invoices sent for processing since last Board Meeting:

Categories	Invoice #	Invoice Value
<b>E-200: Building Costs</b>		
<b>E-200.1: Building Construction</b>		
Camosy	Pay App #12	\$ 492,021.00
<b>E-300: Soft Costs</b>		
<b>E-300.1: Professional Service Costs</b>		
CCS International	121082-2282023	\$ 7,700.00
Chicago Title and Trust	22002890LPC-8	\$ 800.00
Construction Field Services	2050	\$ 672.50
<b>Grand Total</b>		<b>\$ 501,193.50</b>



March Board Report (3/9/2023)

**E. Change Order Update**

Following is a list of Construction (Camosy - General Contractor) change orders. Changes from last month are noted in **RED** text.

**Change Order Log Summary**

Approved Change Orders:	\$ 345,162.55
Recommended for Board Approval:	\$ 0.00
Pending Change Orders:	\$ 19,404.00
<b>Total:</b>	<b>\$ 364,566.55</b>

**Updated Change Order Log**

Change Order	Current Cost	Notes
COR #1 thru #31 & #33r thru #43, #45 and #47 thru #48 – From previous Board Meetings	\$ 338,130.55	<b>Approved</b> as recorded in past Board meetings
COR #44r – 5 additional access panels to provide access for future maintenance of equipment in ceilings	\$ 1,442.00	<b>Approved</b> – approved with minor cost reduction from original
COR #46 – Cost to furnish temporary handrails at north entry	\$ 9,252.00	<b>Under Review</b>
COR #49 – Replacement of one non-plenum cable in meeting room phone	\$ 473.00	<b>Approved</b>
COR #50 – Winter condition costs from concrete installer (surcharges)	\$ 5,156.00	<b>Under Review</b>
<b>COR #51 – Found Insulation Removal</b>	<b>\$ 936.00</b>	<b>Approved</b>
<b>COR #52 – Added Blocking for Art wall</b>	<b>\$ 551.00</b>	<b>Approved</b>
<b>COR #53 – HVAC modifications for found conditions</b>	<b>\$ 1,085.00</b>	<b>Approved</b>
<b>COR #54 –Cost to install temporary entrance doors</b>	<b>\$ 4,996.00</b>	<b>Under Review</b>
<b>COR #55 –Outdoor program gate modifications from bid documents</b>	<b>\$ 803.00</b>	<b>Approved</b>
<b>COR #56 –Providing a pathway between floors and firewalls for security cabling</b>	<b>\$ 1,742.00</b>	<b>Approved</b>
<b>COR #57 –Replacement of failed existing to remain drywall</b>	<b>\$ 1,019.00</b>	<b>Under Review</b>



March Board Report (3/9/2023)

**F. Library Closure – Action Required**

---

Board Approval is Recommended to close the Library for the move from Phase 2 construction to the final, renovated Library layout.

The tentative move plan is as follows (no change from the February Board Report):

- Phase 2 Workroom Furniture and Shelving Install – week of 3/20
- **Substantial Completion and Temporary Occupancy\*** +/- Wednesday 3/22
- **Library Closed for Moving** **Monday 3/27 thru Sunday 4/9**
  - IT Setup week of 3/27
  - Collection Moved by Movers – week of 3/27
  - Staff Collection Integration and Setup – week of 4/3
  - Loose Furniture Installed – week of 4/3

***Potential Board Action is as follows:***

***Approval of Library Closure to facilitate the final move in to the renovated Lisle Library District from 3/27/23 to 4/9/23.***

To: LLD Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: March 10, 2023

## March 2023 | DIRECTOR'S REPORT

### Meetings:

LLD Board of Trustees – Feb 21	Tornado Warning – Feb 27	ShortStory Edition – Mar 7
Swistak – Feb 21	Terra Costa Howard – Feb 27	Staff – Mar 8
CCS/Hallett – Feb 22	Warhol Committee – Feb 28	CCS/Camosy/SNH – Mar 9
CCS – Feb 22	Larson, -- Feb 28	CCS – Mar 10
CCS/Camosy/SNH – Feb 23	Dept Directors/CCS – Mar 1	Bartelli – Mar 10
Staff – Feb 24	CCS/Camosy/SNH – Mar 2	
CCS – Feb 24	Staff – Mar 6	

### Lisle Warhol Committee

The Lisle Warhol Committee is busy shoring-up Lisle's details for the Andy Warhol exhibition this summer. A few more local businesses have jumped on board, as have community organizations.

The LLD will host an unveiling ceremony in May for the window cling, date yet to be determined. In preparation for the ceremony, I've been asked by Beth Lesniak, the Warhol Committee organizer, to coordinate ceremony activities at the LLD. As part of the formal program, the LLD will conduct a presentation honoring the four featured figures. We'll have displays in the facility that feature materials on Warhol, pop art, and on the figures on the window clings, and have a few refreshments for visitors. The LLD will also offer tours of the facility on this day, as well as have promotional materials about the other Warhol community programs.

LLD staff have already done research on the four cling-honorees. Using Library databases and the Illinois Digital Archives website, staff have gathered a number of notable articles. The ultimate goal is to create bound pamphlets that include these articles, using the Library's thermal, book-binding machine. I'd like to solicit volunteer help from the Lisle Woman's Club to assist in making the pamphlets. Ceremony attendees could then leave with a memento pamphlet, compliments of the LLD. We'll also have hard-bound copies for the Library's permanent collection.

As for other Warhol-related activities, the LLD will conduct a Warhol-themed Summer Read event for kids, teens, and adults. The LLD will host an art program entitled, Andy Warhol: The American Dream on Tuesday, June 20<sup>th</sup> at 7PM. Julia Walker, Assistant Curator at the Cleve Carney Museum of Art, will discuss Andy Warhol's career and provide a sneak peek into the Warhol exhibition at the McAninch Arts Center. After the presentation, patrons can browse Warhol books, film, and art prints available for check-out!

There is another Committee meeting scheduled in March.



To: LLD Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: March 10, 2023

## Closure Period

The Department Directors have been busy creating new schedules for the upcoming closure. During the closure, staff will move office supplies, equipment, and PCs to new workrooms. Staff will also continue to order and catalog materials, answer phones, respond to email inquiries, RFID tag materials, test technology, shelve materials, and ensure that all service points are operational by the soft-open date. While staff are busy, Hallett movers will construct shelving units, retrieve materials/furniture from storage, and assist with organizing the larger equipment and fixtures.

## Monday, February 27 Activity

On February 27, Lisle experienced its first tornado warning of the season. It was near 10AM when the alarms initiated. LLD staff followed procedures and quickly guided twelve patrons to the shelter area on the west side of the building. I notified the construction team. The warning was in effect for approximately 15 minutes when staff guided patrons back to the public floor. Soon after, we learned that a tornado did touch down near the Wheaton area.

Despite the tornado, Illinois State Representative Terra Costa Howard visited the LLD on the same day from noon to 2PM. Representative Costa Howard was stationed in the lobby in a group study room and met with constituents. Residents made advance appointments for individual, 15-minute, meetings. Rep. Costa Howard graciously met with residents who did not have appointments as well -- and took a few photos to boot.

## Decennial Committee on Local Government Efficiency Act

Governor Pritzker has signed into law, the *Decennial Committee on Local Government Efficiency Act*. This law requires all local taxing bodies to form a committee to report on government efficiencies. The LLD must form this Committee and meet at least once before June 10, 2023; meeting at least three times within an 18-month period.

Committee members must include the entire LLD Board, the Director, and the Assistant Director. The Committee shall appoint a Chair. The Chair shall also appoint other members. Committee members shall not be compensated and shall comply with the Open Meetings Act (OMA). The Committee meetings can coincide with regular Board meetings as long as properly noticed on the agenda per OMA. The goal of the Committee is to prepare a report referencing institutional efficiency efforts and to file the report with the County.

Respectfully submitted,



Tatiana Weinstein

## March 2023 Assistant Director Report

### Meetings/Virtual Meetings/Events

- MetalMaster – Feb 20
- LLD Board Meeting – Feb 21
- Monaco – Feb 21
- Stanley – Feb 21
- CCS, Bradford, SNH – Feb 22
- M. Rogers CCS – Mar 1
- CCS, SNH, Camosy – Mar 2
- Staff meeting – Mar 6
- Sikich – Mar 8

#### Meetings

On March 8th Jackie Kilcran, LLD Administrative Office Coordinator, and I met with the accounting staff, Bridget Rakowski and Laura Babula, from Sikich. Bridget and Laura shared preliminary discussion of accounting rules GASB 87 and 96. Physical inventory of furnishings of the LLD after renovation was also discussed for accounting and insurance purposes.

I participated in the RAILS Member meeting on February 28<sup>th</sup>. The meeting introduced Monica Harris as the new head of the RAILS Library System. Ms. Harris has 20 years of library experience and service. She led the RAILS 2022 Strategic Plan project. Ms. Harris' goals include researching member library needs, enhanced resource sharing, networking, and professional development. Currently, RAILS is focused on member feedback, collaborating with Chicago Public Libraries and Heartland Library System, and investigating statewide programs and resources.

#### Facility

MetalMaster Roofing repaired the gutter on the southside of the Library building. A leak was detected at a gutter seam. Caulk sealant was applied to the seams and several fasteners were re-installed to support the gutter.



Beth McQuillan  
Assistant Director



# THANK YOU FOR VISITING!



IL State Rep. Terra Costa Howard visits the LLD!



## TODAY!

Monthly  
Constituent  
Meetings

Feb. 27  
Noon - 2 p.m.



## Lisle Library Events

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

### Storytimes

**Virtual** (All ages)  
 Thursdays - 6PM

### **Little Movers and Shakers**

at the Lisle Park District (Ages 0-2)  
 Wednesdays, Feb 1, 8, 15, 22 - 10AM  
 1925 Ohio St, Lisle, IL 60532



### Adults & Teens

#### **Virtual Program: Illinois Libraries Presents: Saying Yes to Your Story: A Conversation with Kwame Alexander**

February 8 @ 7PM  
 Join us for an evening of inspiration and conversation with best-selling and award-winning children's and young adult author and poet, Kwame Alexander, author of the Newbery Award winning book, *The Crossover*, Newbery Honor/Caldecott Medal winning book, *The Undeclared*, and most recently, *An American Story*.



#### **Teen Virtual Craft: Felt Heart Tree**

February 10 @ 7PM  
 Create your own Valentine's decoration with a tree made out of felt hearts! You can choose

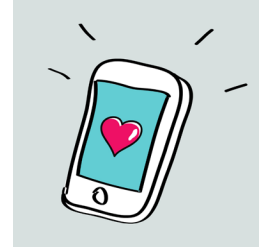
from red, black, pink, or white hearts, and join us online as we create our own festive trees together!

#### **Virtual Program: "I Do!" Victorian Wedding Traditions**

February 12 @ 7PM  
 Why do brides wear white? Why is an engagement ring a required purchase? Valerie Gugala, a Victorian Era enthusiast, explores where our traditions have come from and how many are from Victorian culture.

### **Virtual Program: Virtual Jackbox Games**

February 24 @ 7PM: Teen  
 Get your smartphone or tablet (with internet connection) and join us on Zoom for Jackbox games! These fun team-based games will get you laughing in no time.



### Technology Classes

#### **Virtual Program Genealogy Resources for Family History**

February 8 @ 10AM  
 Learn how to use Ancestry Library Edition and Heritage Quest databases to collect census data, passenger lists, vital records, military records, and much more!

#### **Virtual Program: Newspapers & Magazines Around the World**

February 13 @ 7PM  
 Learn how to access worldwide newspapers and magazines with PressReader. This database provides access to thousands of titles in many different languages, and will even read to you.



Registration is required. To sign up for these programs, go to <https://lislelibrary.evanced.info/signup>



**Happy Valentine's Day**