

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on March 16, 2022 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 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 16, 2022 - 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 16, 2022 Board Meeting
 - b. Approve Minutes of the February 16, 2022 Executive Session
 - c. Acknowledge Treasurer's Report, 02/28/22, Investment Activity Report, 02/28/22, Current Assets Report, 02/28/22, Revenue Report, 02/28/22, and Expense Report, 02/28/22
 - d. Authorize Payment of Bills, 03/16/22
5. Unfinished Business
 - a. Capital Improvement Project
 - i. Monthly Project Status Update - CCS Report
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 16, 2022 - 7:00 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

Absent:

Sara Wynn - Trustee

Also present:

Tatiana Weinstein - Director
Beth McQuillan - Assistant Director
Chris Knight - Recording Secretary
Marc Rogers - CCS International Inc., Project Manager [left the meeting at 8:24 p.m.]
Eric Penney - Sheehan, Nagle, Hartray Architects (via GoToWebinar) [left the meeting at 7:33 p.m.]
Magda Hebal - Sheehan, Nagle, Hartray Architects (via GoToWebinar) [left the meeting at 7:33 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 19, 2022 Board Meeting
- b. Acknowledge Treasurer's Report, 01/31/22, Investment Activity Report, 01/31/22, Current Assets Report, 01/31/22, Revenue Report, 01/31/22, and Expense Report, 01/31/22
- c. Authorize Payment of Bills, 02/16/22

MOTION: Vice President Swistak moved to approve the Consent Agenda. Trustee Turner seconded.

Roll Call Vote - All Aye. The motion passed.

5. Unfinished Business

- a. Capital Improvement Project
 - i. Monthly Project Status Update - CCS Report

Mr. Rogers provided a progress update on construction meetings, Village of Lisle partial permit fee waiver, RFID and security gates. He stated that the project was on schedule and on budget. Mr. Rogers provided an overview of upcoming activities including an abatement logistics meeting, public furniture bid packages, furniture auction, soil testing and sanitary line investigation.

Discussion: Trustee Sullivan asked about financing costs. Mr. Roger explained that the cost is covered within the debt. President Bartelli asked about the furniture auction. Mr. Rogers stated that the auction would be held online.

ii. SNHA Furniture Update Presentation

Ms. Hebal presented furniture selections for the Adult and Youth Services areas and outdoor terrace.

Discussion: President Bartelli asked about electrical access for people to charge personal devices. Ms. Hebal explained that electrical access would be readily available. Trustee Sullivan asked if the outdoor reading area would have WiFi coverage. Director Weinstein affirmed it would have WiFi coverage.

iii. Workstation Furniture Bid Package Award Recommendation - Action Required

MOTION: Vice President Swistak moved to award and enter into an agreement with Interior Investments for the FF&E Workstation bid package for \$149,907.03, with Board President as signatory to the contract. Secretary Larson seconded.

Mr. Rogers explained the Workstation bid package award recommendation.

Roll Call Vote - All Aye. The motion passed.

iv. Title Company Escrow and Payment Process - Action Required

MOTION: Treasurer Norton moved to enter into an agreement with Chicago Title and Trust Company for Construction Escrow Trust Setup and Payment Disbursing with a \$1,000 initial setup fee and \$400 per draw. Vice President Swistak seconded.

Mr. Penney and Ms. Hebal left the meeting at 7:33 p.m.

Mr. Rogers explained the Title Company Escrow and Payment Process.

Roll Call Vote - All Aye. The motion passed.

v. Construction Material Testing Services Recommendation - Action Required

MOTION: Trustee Sullivan moved to award the Construction Material Testing Services scope of work to Construction Field Services in accordance with rates provided within their proposal. Treasurer Norton seconded.

Mr. Rogers explained the Construction Material Testing Services recommendation.

Roll Call Vote - All Aye. The motion passed.

vi. Moving Services Award Recommendation - Action Required

MOTION: Vice President Swistak moved to award and enter into an agreement with Hallet and Sons for Library Moving Services up to \$258,000.00, with Board President as signatory to the contract. Trustee Turner seconded.

Mr. Rogers explained the Moving Services award recommendation.

Discussion: Trustee Turner asked about the 5 day commitment for the Library move. Mr. Rogers explained that the company would keep to the 5 days and that the cost to the Library would remain constant regardless of the duration of the move.

Roll Call Vote - All Aye. The motion passed.

vii. Director and Board of Trustee Change Order Approval Thresholds - Action Required

MOTION: Vice President Swistak moved to approve change order thresholds and procedures as follows; The Library Director may approve change orders which increase or reduce the original contract price by \$9,999.99 or less. The Library Director is authorized to issue the statutory written determination for change orders which increase or reduce an original contract price by \$10,000 to \$24,999.99. And, the Library Board shall approve change orders over \$25,000. Trustee Turner seconded.

Mr. Rogers explained the Director and Board of Trustee change order approval thresholds.

Discussion: Mr. Rogers mentioned that the motion was missing *'and may approve and sign the change order'* after the \$24,999.99. Treasurer Norton suggested a change to the motion to state *'\$25,000 and over'* instead of *'over \$25,000'*.

Vice President Swistak amended her motion.

MOTION: Vice President Swistak moved to approve change order thresholds and procedures as follows; The Library Director may approve change orders which increase or reduce the original contract price by \$9,999.99 or less. The Library Director is authorized to issue the statutory written determination for change orders which increase or reduce an original contract price by \$10,000 to \$24,999.99 and may approve and sign the change order. And, the Library Board shall approve change orders of \$25,000 and over. Trustee Turner seconded

Discussion: Trustee Sullivan asked if Director Weinstein would be in communication with President Bartelli regarding change orders. Director Weinstein stated she would alert the whole Board to change orders.

Roll Call Vote - All Aye. The motion passed.

viii. Planned Library Closure - Action Required

MOTION: Secretary Larson moved to approve the closure of the Library for Phase-1 Abatement on March 17 and 18, 2022. Trustee Sullivan seconded.

Mr. Rogers explained the planned Library closure.

Discussion: Trustee Sullivan asked about the abatement process. Mr. Rogers explained the process. Trustee Turner asked about the auction and staff space. Mr. Rogers and Director Weinstein explained that staff would have makeshift offices. Trustee Sullivan asked about notices for the two closure dates. Director Weinstein stated there would be social media posts and signage throughout the building. President Bartelli asked

about abatement on weekdays. Mr. Rogers stated that weekend work would be at premium cost.

Roll Call Vote - All Aye. The motion passed.

ix. Ground Breaking Ceremony Discussion

Mr. Rogers asked the Board about a scheduled special event and stated that construction would start on March 21st.

Discussion: Vice President Swistak stated that she would like an event with all Trustees in attendance. She mentioned having a small ground breaking event and then having a bigger event for the grand opening after construction is completed. Treasurer Norton stated she would be comfortable not having an event until construction completion. Secretary Larson agreed with Vice President Swistak. Trustee Sullivan suggested extending invitation to donors and the general public. Trustee Turner agreed that something should be done to celebrate. President Bartelli agreed with the majority of Trustees and suggested having an event at the grand opening as well. Vice President Swistak asked about the meeting status. Director Weinstein stated that the meeting would be scheduled as a public meeting. The Board discussed dates and agreed on March 21st at 2:00 pm. President Bartelli asked Director Weinstein to contact Trustee Wynn about that date. Mr. Rogers stated that he would coordinate with the contractor to bring shovels and hard hats. He suggested inviting people from SNHA and Camosy as well.

Mr. Rogers left the meeting at 8:24 p.m.

6. Committee Reports

- a. Finance - Trustee Turner had nothing to report.
- b. Personnel and Policy - Vice President Swistak stated that the Board would have a discussion on the Director evaluation process during New Business.
- c. Physical Plant - Secretary Larson had nothing to report.
- d. Advocacy and Outreach - Trustee Sullivan stated that the Committee met on Thursday, February 10th. She provided an overview of five benefits of the LiteZilla. Trustee Sullivan asked Board members how they felt about putting the LiteZilla project information on the Library's social media pages.

Discussion: Treasurer Norton agreed as long as it was consistent with the information in the newsletter. Trustee Sullivan asked Board members how they felt about putting a donation button on the LLD website. Director Weinstein stated that she and the IT Manager were working with vendors to make sure it is PCI compliant, safe, and secure. Secretary Larson stated that she did not have an issue with it.

7. Staff Reports

Director Weinstein summarized her Director's report. She discussed the expiring indoor mask mandate. She stated that staff would continue to wear masks on March 1st and that it could change depending on the trending rates in our area. Director Weinstein commented on a new interlibrary loan [system](#). She provided an

update on the LiteZilla fundraising project total. She stated that \$8,655 donations had been received, surpassing 50% of the goal mark. She mentioned that a one-page LiteZilla flyer is available at every public service desk, and that it mirrors the information in the newsletter. She said that staff were working on an internal LiteZilla display.

Discussion: Trustee Turner asked about purchasing a larger LiteZilla board if they surpass the \$15,000 goal. Director Weinstein stated that there are larger options.

Director Weinstein mentioned that she, President Bartelli, Mr. Rogers, and Mr. McKay attended the February 7th Village of Lisle Board meeting and presented an overview of the renovation. She stated that this coincided with the LLD's request to waive the permit fees, which was also supported by Village staff. Director Weinstein stated that the fee waiver was approved by a majority of Trustees. She mentioned that some members disagreed and that a thank you letter was issued to the Village Board for the approval while also addressing points made by those who opposed the waiver.

Director Weinstein stated that, on two separate occasions, Trustees Wynn and Turner met to film videos about the renovation and that the videos are to be released sometime in March when the Library begins the first phase of construction. Director Weinstein mentioned that Department Directors met with Ms. Hebal for furniture selections. She stated that staff tested out and voted on task chairs with a unanimous outcome.

Discussion: Trustee Sullivan stated that she liked the thank you letter issued to the Village Board.

Assistant Director McQuillan shared two updates. She mentioned that some of the cabling for the heat trace gutter system needed to be replaced. Assistant Director McQuillan stated that Monaco Mechanical came out to replace a hot water pump.

Discussion: Trustee Sullivan asked about the collaborative programs with Northbrook Public Library. Director Weinstein mentioned that one program had occurred so far, with one upcoming. She stated that the programs were featured on social media and the LLD website.

8. New Business

a. Director Evaluation Process: Discussion - LLD Personnel & Policy Chairwoman Swistak

Vice President Swistak shared an example evaluation. She asked Board members for feedback for the next Personnel and Policy Committee meeting.

Discussion: Trustee Turner asked about having a 360 review. Trustee Sullivan suggested reviews with staff that report directly to the Director. President Bartelli commented on self-directed goals. Treasurer suggested the option of anonymity with reviews. Secretary Larson agreed with other comments.

Vice President Swistak asked about adding a merit portion to the evaluation. Secretary Larson stated that it was a great idea. Trustee Sullivan commented on how performance reviews are utilized more as coaching tools. Trustee Turner liked the idea of setting goals. Trustee Sullivan commented on SMART (specific, measurable, achievable, relevant and timely) goals.

b. Semi-annual review of executive session minutes - Action Required

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

9. Executive Session

MOTION: Vice President Swistak moved to go into Executive Session for 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. Treasurer Norton seconded. Roll Call Vote - All Aye. The motion passed.

The Board voted to go into Executive Session at 9:03 p.m.

The Board came back into Open Session at 9:17 p.m.

MOTION: Treasurer Norton moved to release the following Executive Session minutes; August 11, 2021. Trustee Sullivan seconded. Roll Call Vote - All Aye. The motion passed.

MOTION: Vice President Swistak moved to destroy the following Executive Session recordings more than 18 months old; February 12, 2020, June 17, 2020, July 15, 2020, August 12, 2020 #1, and August 12, 2020 #2. Treasurer Norton seconded. Roll Call Vote - All Aye. The motion passed.

10. Opportunity for Trustee comments (five minutes)

Secretary Larson thanked everyone for their hard work and stated she was excited for next month. Trustee Sullivan agreed with Secretary Larson and lauded the staff. Vice President Swistak thanked everyone for the discussion and appreciated the work. She thanked Director Weinstein for the communications provided to staff and the Board. President Bartelli agreed with Vice President Swistak and commented that she appreciated Director Weinstein's collaboration with staff.

11. Adjourn

MOTION: Vice President Swistak moved to adjourn the meeting. Treasurer Norton seconded. Roll Call Vote - All Aye. The motion passed. The meeting adjourned at 9:22 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on March 16, 2022.
Approved by

Karen Larson, Secretary of the LLD Board of Trustees

Treasurer's Report as of February 28, 2022

	Cash Balance	Financial	Financial
Fund Name	02/28/22	Assets %	Assets %
		W/ Spec Res	W/O Spec Res
Corporate	7,174,874.21	65.06%	94.69%
IMRF	216,290.10	1.96%	2.85%
FICA	186,738.27	1.69%	2.46%
Subtotals	7,577,902.58	68.71%	100.00%
Special Reserve	3,451,150.11	31.29%	0.00%
	11,029,052.69	100.00%	100.00%

Treasurer

Date

INVESTMENT ACTIVITY

Company	INTEREST												Total
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
IMET	145.75	135.85	125.51	116.21	111.99	128.49	115.92	116.03					995.75
Ehlers	0.93	1.22	0.76	4.61	4.77	2.50	0.44	0.01					15.64
Ehlers-inv Interest #5707	1,720.74	6,521.53	911.94	9,537.05	2,059.03	37.67	1,506.30	2,998.68					25,293.34
Ehlers-inv Interest #8217	0.00	0.00	0.00	0.00	1.60	17.85	36.94	84.23					140.62
Fifth Third Bank	310.78	281.95	346.50	182.47	159.67	152.75	129.83	105.62					1,669.57
Lisle Savings	49.35	54.47	52.78	51.09	52.81	51.12	52.83	52.85					417.30
Lisle CD 2635	176.99	177.12	171.54	177.39	171.80	177.66	177.79	160.70					1,390.99
Lisle CD 2669	49.70	49.71	48.12	49.73	48.14	49.75	49.76	44.95					389.86
IL Funds	24.71	24.66	24.08	31.38	33.42	69.79	94.73	130.94					433.71
US Bank-9853	30.83	31.85	31.85	30.82	31.86	10.27	10.62	10.61					188.71
US Bank-9370	0.47	0.51	0.48	0.47	0.46	0.44	0.44	0.44					3.71
TOTALS	2,510.25	7,279.27	1,713.56	10,181.22	2,675.55	698.69	2,175.60	3,705.06	-	-	-	-	30,939.20
Interest - Special Reserve Only	923.73	2,572.18	545.02	3,277.04	887.22	209.89	727.59	1,260.32	-	-	-	-	10,402.99
Interest - No Special Reserve Reflected	1,586.52	4,707.09	1,168.54	6,904.18	1,788.33	488.80	1,448.01	2,444.74	-	-	-	-	20,536.21
Totals	2,510.25	7,279.27	1,713.56	10,181.22	2,675.55	698.69	2,175.60	3,705.06	-	-	-	-	30,939.20

	INVESTMENTS												Total
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Investment Maturities and Sales	0.00	290,000.00	205,000.00	360,000.00	0.00	2,200,000.00	1,067,000.00	498,000.00	0.00	0.00	0.00	0.00	4,620,000.00
Investment Purchases	0.00	0.00	0.00	0.00	600,000.00	3,157,000.00	898,000.00	249,000.00	0.00	0.00	0.00	0.00	4,904,000.00
TOTALS	0.00	290,000.00	205,000.00	360,000.00	(600,000.00)	(957,000.00)	169,000.00	249,000.00	0.00	0.00	0.00	0.00	(284,000.00)

**CURRENT ASSETS
AT FAIR MARKET VALUE
February 28, 2022**

							Fair Market Value on 2/28/22	
<u>Checking Accounts</u>								
Fifth Third Operating Acct							\$121,975.22	
Fifth Third Financial Now acct				1.60%			\$2,689,701.22	
Fifth Third Financial-petty cash							\$400.00	
US Bank							\$23,424.71	
E commerce							\$53,480.60	
							<u>\$2,888,981.75</u>	
<u>Money Markets</u>								
Lisle Savings Bank							\$207,442.87	
IMET				2.33%			\$964,323.79	
The Illinois Funds				2.40%			\$1,466,584.21	
							<u>\$2,638,350.87</u>	
Ehlers Investments #5707							\$252,719.77	
Ehlers Investments #8217							\$403,986.34	

Lisle Library District
For the Eight Months Ending February 28, 2022
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	\$ 1,260.32	\$ 10,402.99	\$ 19,933.37	\$ 31,500.00	33.03
TOTAL INTEREST	1,260.32	10,402.99	19,933.37	31,500.00	33.03
70-04-4587-10 Restricted - Transfer from Cor	0.00	0.00	200,000.00	2,800,000.00	0.00
70-05-4680-00 Debt Certificate	0.00	0.00	0.00	1,000,000.00	0.00
TOTAL OTHER REVENUE	0.00	0.00	200,000.00	3,800,000.00	0.00
TOTAL REVENUES	1,260.32	10,402.99	219,933.37	3,831,500.00	0.27

Lisle Library District
For the Eight Months Ending February 28, 2022
Revenues - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
REVENUES					
TAX LEVY					
10-01-4411-00 Tax Levy - Corp.	\$ 0.00	\$ 3,770,568.40	\$ 3,705,629.37	\$ 3,775,885.00	99.86
40-01-4414-00 Tax Levy - IMRF	0.00	81,829.38	116,473.47	80,800.00	101.27
45-01-4415-00 Tax Levy - FICA	0.00	170,249.73	159,518.03	169,680.00	100.34
TOTAL TAX LEVY	0.00	4,022,647.51	3,981,620.87	4,026,365.00	99.91
TIF SURPLUS					
10-01-4455-00 TIF-Surplus Corp	0.00	31,560.08	32,563.42	30,000.00	105.20
TOTAL TIF SURPLUS	0.00	31,560.08	32,563.42	30,000.00	105.20
PERSONAL PROPERTY REPLACEMENT TAX					
10-01-4461-00 Personal Property Repl. Tax -	0.00	20,787.65	10,503.29	10,000.00	207.88
40-01-4462-00 Personal Property Repl. Tax -	0.00	1,199.71	606.18	500.00	239.94
45-01-4463-00 Personal Property Repl. Tax -	0.00	188.49	95.23	90.00	209.43
TOTAL PERSONAL PROPERTY REP	0.00	22,175.85	11,204.70	10,590.00	209.40
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	2,291.79	19,237.20	35,475.54	55,000.00	34.98
40-02-4475-00 Interest Earned - IMRF	80.90	688.68	1,545.36	2,500.00	27.55
45-02-4476-00 Interest Earned - FICA	72.05	610.33	1,051.60	2,000.00	30.52
TOTAL INTEREST INCOME	2,444.74	20,536.21	38,072.50	59,500.00	34.51
UNREALIZED GAIN/LOSS ON INVESTMENTS					
10-02-4526-00 Unrealized Gain/Loss on	(5,600.70)	(32,634.33)	(31,350.91)	5,000.00	(652.69)
TOTAL UNREALIZED GAIN/LOSS O	(5,600.70)	(32,634.33)	(31,350.91)	5,000.00	(652.69)
DESK INCOME					
10-03-4531-00 Lost Books	(196.86)	672.61	812.37	1,500.00	44.84
10-03-4536-00 Non-Resident Fees	0.00	591.95	571.53	500.00	118.39
10-03-4540-00 Fines	94.53	399.99	2,398.82	3,000.00	13.33
TOTAL DESK INCOME	(102.33)	1,664.55	3,782.72	5,000.00	33.29
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	0.00	0.00	60.00	0.00	0.00
10-03-4560-30 Gifts - Restricted - YS	3,550.00	8,755.00	0.00	0.00	0.00
10-04-4573-00 Copier Income	278.50	2,854.11	1,756.17	3,500.00	81.55
10-04-4583-00 Per Capita Grant	0.00	42,043.40	35,630.00	35,000.00	120.12

Lisle Library District
For the Eight Months Ending February 28, 2022
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>
10-04-4584-00 Other Income - Corp.	349.00	1,024,963.97	1,249.38	2,500.00	40,998.56
10-04-4585-00 License Sticker Renewals	526.00	4,892.00	696.00	2,500.00	195.68
TOTAL UNRESTRICTED INCOME	<u>4,703.50</u>	<u>1,083,508.48</u>	<u>39,391.55</u>	<u>43,500.00</u>	<u>2,490.82</u>
TOTAL REVENUES	<u>\$ 1,445.21</u>	<u>\$ 5,149,458.35</u>	<u>\$ 4,075,284.85</u>	<u>\$ 4,179,955.00</u>	<u>123.19</u>

Lisle Library District
For the Eight Months Ending February 28, 2022
Expenses - Special Reserve Only

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
SPECIAL RESERVE EXPENSES					
MAINTENANCE AND EQUIPMENT EXPENSES					
70-20-5666-00 Facility and Campus	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
70-65-5667-00 Security Systems	0.00	0.00	34,443.28	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	65,132.50	0.00	0.00
TOTAL MAINTENANCE AND EQUIP	0.00	0.00	99,575.78	15,000.00	0.00
RENOVATION COSTS					
70-65-5675-00 Renovation Project	38,524.65	455,161.62	0.00	5,850,000.00	7.78
70-65-5861-00 Interior Renovation	0.00	0.00	0.00	0.00	0.00
TOTAL RENOVATION COSTS	38,524.65	455,161.62	0.00	5,850,000.00	7.78
TOTAL SPECIAL RESERVE EXPENSES	38,524.65	455,161.62	99,575.78	5,865,000.00	7.76

Lisle Library District
For the Eight Months Ending February 28, 2022
Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
ALL EXPENSES					
EMPLOYEE COSTS					
Salaries					
10-10-5603-10 Administrative - Reg. Hours	\$ 40,772.03	\$ 314,912.55	\$ 301,906.30	\$ 480,000.00	65.61
10-10-5603-20 Adult Services - Reg. Hours	43,743.65	336,785.94	370,253.96	580,000.00	58.07
10-10-5603-30 Youth Services - Reg. Hours	33,069.64	250,137.60	232,194.15	450,000.00	55.59
10-10-5603-50 Technical Services - Reg. Hour	18,873.57	163,865.73	176,405.49	277,000.00	59.16
10-10-5603-60 Circulation - Reg. Hours	37,139.05	297,268.03	293,825.50	475,000.00	62.58
Total Salaries	173,597.94	1,362,969.85	1,374,585.40	2,262,000.00	60.26
Health and Dental Ins.					
10-10-5621-10 Hosp. Ins. - Admin	3,830.35	28,759.40	30,685.96	47,000.00	61.19
10-10-5621-20 Hosp. Ins. - Adult Serv.	7,812.07	58,487.84	63,905.04	97,000.00	60.30
10-10-5621-30 Hosp. Ins. - YS	3,914.42	30,415.61	21,254.16	51,500.00	59.06
10-10-5621-50 Hosp. Ins. - Tech	2,408.36	20,877.88	21,934.08	39,500.00	52.86
10-10-5621-60 Hosp. Ins. - Circ	4,492.69	31,917.73	44,602.98	55,000.00	58.03
10-10-5622-10 Dental Ins. - Admin.	184.98	1,479.84	1,595.84	2,350.00	62.97
10-10-5622-20 Dental Ins. - Adult Serv	457.77	3,700.78	4,213.14	5,450.00	67.90
10-10-5622-30 Dental Ins. - YS	(112.70)	1,776.75	1,917.41	2,600.00	68.34
10-10-5622-50 Dental Ins. - Tech	478.42	1,395.43	1,954.64	2,800.00	49.84
10-10-5622-60 Dental Ins. - Circ	315.42	1,828.07	1,750.56	2,800.00	65.29
Total Health and Dental Ins.	23,781.78	180,639.33	193,813.81	306,000.00	59.03
Other Staff Benefits					
10-10-5646-00 Unemployment Compensation	0.00	418.67	237.43	4,000.00	10.47
Total Other Staff Benefits	0.00	418.67	237.43	4,000.00	10.47
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	3,079.98	23,794.34	22,592.21	37,000.00	64.31
45-10-5625-20 FICA Expense - Adult Serv.	3,147.06	24,261.88	26,533.34	45,500.00	53.32
45-10-5625-30 FICA Expense - Youth Services	2,493.58	18,746.18	17,418.91	34,500.00	54.34
45-10-5625-50 FICA Expense - Tech Servs.	1,419.09	12,299.59	13,232.95	21,500.00	57.21
45-10-5625-60 FICA Expense - Circulation	2,631.55	21,632.47	21,430.42	36,500.00	59.27
Total FICA Expenses	12,771.26	100,734.46	101,207.83	175,000.00	57.56
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	1,863.59	19,490.73	23,580.94	26,650.00	73.14
40-10-5628-20 IMRF Expense - Adult Servs	2,147.81	22,267.55	31,186.98	37,700.00	59.07
40-10-5628-30 IMRF Expense - Youth Services	1,467.69	15,380.11	18,456.99	27,300.00	56.34
40-10-5628-50 IMRF Expense - Tech Servs.	926.71	10,944.28	14,790.51	17,550.00	62.36
40-10-5628-60 IMRF Expense - Circulation	1,324.69	14,352.02	17,341.76	20,800.00	69.00

Lisle Library District
For the Eight Months Ending February 28, 2022
Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
Total IMRF Expenses	7,730.49	82,434.69	105,357.18	130,000.00	63.41
Total EMPLOYEE COSTS	217,881.47	1,727,197.00	1,775,201.65	2,877,000.00	60.03
BUILDING COSTS					
Utilities					
10-20-5650-00 Internet Service Provider	450.00	3,600.00	3,600.00	5,400.00	66.67
10-20-5651-00 INet	0.00	1,810.00	1,810.00	1,810.00	100.00
10-20-5652-00 Utilities - Phone	778.62	5,472.23	5,464.98	10,000.00	54.72
10-20-5653-00 Utilities - Gas	2,709.59	7,273.42	3,541.63	7,500.00	96.98
10-20-5654-00 Utilities - Sewer & Water	79.66	1,003.42	990.36	2,900.00	34.60
10-20-5655-00 Utilities - Electric	3,447.76	29,986.35	22,476.45	50,000.00	59.97
10-20-5656-00 Verizon	125.00	875.00	1,074.30	1,500.00	58.33
Total Utilities	7,590.63	50,020.42	38,957.72	79,110.00	63.23
Maintenance and Repairs					
10-20-5660-00 Maint Contracts - HVAC	0.00	3,750.00	3,600.00	5,000.00	75.00
10-20-5661-00 Maint Contracts - Maint. Servi	5,726.10	24,306.80	26,795.32	49,500.00	49.10
10-20-5662-00 Maint Contr. - Landscape Serv.	4,600.00	23,675.00	27,600.00	40,000.00	59.19
10-20-5663-00 Maint/Repairs-Genl repairs, Su	602.85	5,080.49	4,405.01	10,000.00	50.80
10-20-5664-00 Maint/Repairs-Non Contr. Work	4,211.46	32,647.25	34,696.18	70,000.00	46.64
10-20-5665-00 Rubbish Removal	495.68	2,445.31	2,737.27	4,000.00	61.13
Total Maintenance and Repairs	15,636.09	91,904.85	99,833.78	178,500.00	51.49
TOTAL BUILDING COSTS	23,226.72	141,925.27	138,791.50	257,610.00	55.09
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00 Postage and Shipping	578.36	2,892.05	2,198.99	5,500.00	52.58
10-25-5710-10 Printing/Spec. Serv. - Adult	1,511.00	10,242.00	3,145.34	17,000.00	60.25
10-25-5711-00 Postage Special Serv	2,361.63	5,952.79	4,673.12	8,800.00	67.65
10-25-5712-00 Printing	0.00	271.38	438.74	1,000.00	27.14
Total Postage and Printing	4,450.99	19,358.22	10,456.19	32,300.00	59.93
Supplies					
10-25-5713-00 Office Supplies	731.15	3,509.89	3,983.98	5,500.00	63.82
10-25-5714-00 Circ. Material Supplies	2,782.98	7,646.18	6,729.55	10,000.00	76.46
10-25-5715-00 Copier Supplies	0.00	751.37	1,333.88	1,900.00	39.55
10-25-5716-00 Kitchen Supplies	182.92	2,170.45	1,914.54	6,000.00	36.17
10-25-5717-00 Processing Supplies	2,604.65	18,719.79	17,636.24	43,000.00	43.53
10-25-5718-00 Computer Supplies	508.92	7,266.07	4,996.73	12,400.00	58.60

Lisle Library District
For the Eight Months Ending February 28, 2022
Expenses - No Special Reserve reflected

	<u>Current Month</u>	<u>Current Year to Date</u>	<u>Prior Year to Date</u>	<u>Current Annual Budget</u>	<u>% of Budget to YTD</u>
Total Supplies	6,810.62	40,063.75	36,594.92	78,800.00	50.84
Other Operating Costs					
10-25-5719-00 Publishing	0.00	714.61	828.46	1,500.00	47.64
10-25-5722-15 Safety Deposit Box Rental	0.00	137.50	140.00	200.00	68.75
10-25-5723-00 Check Printing	0.00	402.29	0.00	500.00	80.46
10-25-5723-15 Bank Charges	362.36	2,753.51	1,020.10	6,000.00	45.89
10-25-5724-15 Local Travel	5.98	136.23	148.71	500.00	27.25
Total Other Operating Costs	368.34	4,144.14	2,137.27	8,700.00	47.63
TOTAL OPERATING EXPENSES	11,629.95	63,566.11	49,188.38	119,800.00	53.06
INSURANCE					
10-30-5750-00 Fidelity Bonds	0.00	2,100.00	2,100.00	2,100.00	100.00
10-30-5751-00 Property Damage (All-Peril)	0.00	57,232.50	47,994.50	40,000.00	143.08
10-30-5752-00 Notary Bond	0.00	75.00	0.00	225.00	33.33
10-30-5754-00 Workers Comp Insurance	0.00	9,372.50	9,067.50	9,000.00	104.14
TOTAL INSURANCE	0.00	68,780.00	59,162.00	51,325.00	134.01
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	337.50	4,151.25	2,475.00	15,000.00	27.68
10-35-5761-00 Collection Agency	62.65	241.65	0.00	700.00	34.52
10-35-5762-00 Other Contr Services - Admin	0.00	250.00	1,590.00	6,000.00	4.17
10-35-5763-00 Other Contr Srves-Tech Asst	16,842.73	72,674.50	41,596.11	76,000.00	95.62
10-35-5764-10 Other Contr Srves - Library Wi	2,104.50	23,094.58	22,293.30	38,000.00	60.78
10-35-5765-10 Investment Agency Consultants	615.90	4,275.92	4,253.94	7,500.00	57.01
10-35-5769-00 Acct Maint & Upgrades	0.00	0.00	522.61	6,000.00	0.00
10-35-5770-00 Contractual - Audit Fee	0.00	8,900.00	8,650.00	8,700.00	102.30
10-35-5771-00 Payroll Service	1,577.84	5,241.55	5,169.74	7,700.00	68.07
TOTAL CONTRACTUAL SERVICES	21,541.12	118,829.45	86,550.70	165,600.00	71.76
PERSONNEL DEVELOPMENT					
10-40-5783-00 Dues - Staff	0.00	2,571.00	2,914.00	4,000.00	64.28
10-40-5784-00 Meetings - Staff	53.00	167.51	0.00	1,500.00	11.17
10-40-5785-00 Conferences - Staff	209.94	937.94	1,354.94	4,500.00	20.84
10-40-5786-00 Memorial/Tribute/Recognition	0.00	252.87	269.74	1,000.00	25.29
10-40-5787-00 Staff Development	0.00	383.86	0.00	2,500.00	15.35
10-40-5788-00 Training (Cont Ed) - Staff	0.00	700.00	262.00	1,500.00	46.67
10-45-5786-70 Dues - Trustee	0.00	230.00	75.00	525.00	43.81
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

Lisle Library District
For the Eight Months Ending February 28, 2022
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>
10-45-5789-70 Training-Trustees	0.00	39.98	80.00	1,000.00	4.00
TOTAL PERSONNEL DEVELOPMEN	262.94	5,283.16	4,955.68	18,525.00	28.52
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	0.00	56,060.59	54,474.35	53,000.00	105.77
10-48-5803-10 Technology	6,820.90	11,305.03	29,154.72	50,000.00	22.61
10-48-5804-10 Facility	0.00	5,377.99	792.86	10,000.00	53.78
Total Major Equipment	6,820.90	72,743.61	84,421.93	113,000.00	64.37
Minor Equipment					
10-48-5823-10 Minor Equip - Administration	0.00	0.00	349.84	700.00	0.00
10-48-5823-20 Minor Equip - Adult Services	0.00	182.51	153.22	700.00	26.07
10-48-5823-30 Minor Equipment - Youth	0.00	103.99	0.00	700.00	14.86
10-48-5823-50 Minor Equip - Tech Services	0.00	520.70	142.57	700.00	74.39
10-48-5823-60 Minor Equip - Circ	0.00	0.00	29.98	700.00	0.00
Total Minor Equipment	0.00	807.20	675.61	3,500.00	23.06
Equip Maint/Repairs and Rentals					
10-48-5843-00 Rental-Postage Meter	0.00	541.71	540.00	720.00	75.24
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	1,262.95	10,306.13	10,973.29	20,280.00	50.82
10-48-5846-00 Equip Maint/Repr-NonContr	0.00	29.91	141.81	1,000.00	2.99
Total Equip Maint/Repairs and Rentals	1,262.95	10,877.75	11,655.10	22,000.00	49.44
TOTAL EQUIPMENT COSTS	8,083.85	84,428.56	96,752.64	138,500.00	60.96
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	57.00	3,257.47	186.73	8,000.00	40.72
10-50-5863-30 Books - Youth Serv	6,325.73	33,265.20	25,595.05	54,000.00	61.60
10-50-5863-50 Books - Tech Serv	0.00	0.00	57.55	0.00	0.00
10-50-5864-10 Books - Non Fiction	7,244.90	46,685.98	33,348.31	86,100.00	54.22
10-50-5865-10 Books - Adult/Teen Fiction	5,796.63	42,269.80	34,131.42	74,500.00	56.74
10-50-5867-20 Ref Books - Adult Serv	365.77	7,175.20	9,401.86	18,100.00	39.64
Total Books	19,790.03	132,653.65	102,720.92	240,700.00	55.11
Databases					
10-50-5869-20 Internet Licensed DBases	0.00	87,372.83	80,730.90	125,000.00	69.90
10-50-5872-10 DBases - Professional	1,067.15	5,327.56	4,554.74	10,000.00	53.28
10-50-5873-30 DBases - Youth Serv	0.00	15,142.15	9,493.50	15,000.00	100.95

Lisle Library District
For the Eight Months Ending February 28, 2022
Expenses - No Special Reserve reflected

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Total Databases	1,067.15	107,842.54	94,779.14	150,000.00	71.90
Audio-Visual Materials					
10-50-5890-30 A-V Mats - Youth Serv	428.69	10,054.02	12,216.78	13,000.00	77.34
10-50-5895-40 A-V Mats - Adult Serv	3,313.15	40,667.40	66,958.73	55,000.00	73.94
10-50-5899-20 Digital Content	11,266.34	74,570.29	0.00	92,000.00	81.05
Total Audio-Visual Materials	15,008.18	125,291.71	79,175.51	160,000.00	78.31
Periodicals/Doc Delivery					
10-50-5871-20 Document Delivery	25.25	22,993.57	21,851.84	24,000.00	95.81
10-50-5900-20 Periodicals - Adult Serv	363.98	28,717.70	35,500.36	39,350.00	72.98
10-50-5900-30 Periodicals - Youth	0.00	132.91	474.01	500.00	26.58
10-50-5900-80 Periodicals - Prof. Collection	0.00	2,115.97	4,797.47	3,000.00	70.53
Total Periodicals/Doc Delivery	389.23	53,960.15	62,623.68	66,850.00	80.72
TOTAL LIBRARY MEDIA	36,254.59	419,748.05	339,299.25	617,550.00	67.97
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10 Programs - Adult Services	1,171.74	9,112.14	6,367.94	11,000.00	82.84
10-60-5931-30 Programs - Youth	396.24	6,131.58	6,202.48	10,000.00	61.32
10-60-5931-40 Online Marketing	143.99	610.18	428.40	1,000.00	61.02
10-60-5931-50 Community Relations	832.66	1,526.30	1,875.30	6,500.00	23.48
Total Programs	2,544.63	17,380.20	14,874.12	28,500.00	60.98
Readers Services					
10-60-5940-10 Reader Services - Adult Serv.	0.00	184.68	972.50	2,000.00	9.23
10-60-5940-30 Reader Services - Youth Serv.	866.68	1,268.35	1,706.06	5,500.00	23.06
Total Readers Services	866.68	1,453.03	2,678.56	7,500.00	19.37
TOTAL PROGRAMS AND READERS	3,411.31	18,833.23	17,552.68	36,000.00	52.31
RESTRICTED USAGE EXPENSES					
10-80-5980-80 Restricted - Gifts	0.00	0.00	0.00	0.00	0.00
10-80-5981-80 Restricted - Per Capita Grant	0.00	23,733.78	18,103.65	35,000.00	67.81
TOTAL RESTRICTED USAGE EXPEN	0.00	23,733.78	18,103.65	35,000.00	67.81
CONTINGENCY					
10-90-5999-00 Contingency	0.00	13,671.14	0.00	25,000.00	54.68

Lisle Library District
For the Eight Months Ending February 28, 2022
Expenses - No Special Reserve reflected

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TOTAL CONTINGENCY	0.00	13,671.14	0.00	25,000.00	54.68
TOTAL EXPENSES - EXC OP TRANS	322,291.95	2,685,995.75	2,585,558.13	4,341,910.00	61.86
OPERATING TRANSFERS OUT					
10-80-5984-80 Transfer to Special Reserve	0.00	0.00	200,000.00	2,800,000.00	0.00
TOTAL OPERATING TRANSFERS O	0.00	0.00	200,000.00	2,800,000.00	0.00
TOTAL ALL EXPENSES	322,291.95	2,685,995.75	2,785,558.13	7,141,910.00	37.61

Lisle Library District
Accounts Payable - March 16, 2022

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
A. J. Gallagher	4171966	W.C. Audit Premium 2021 A. J. Gallagher Risk Management	10-30-5754-00 10-00-2610-00	Workers Comp Insuranc Accounts Payable	913.00	913.00
Allegra	36301	Children's Registration Cards Allegra	10-25-5714-00 10-00-2610-00	Circ. Material Supplies Accounts Payable	131.83	131.83
AlphaGraphics	64643	Renovation Banners AlphaGraphics	10-60-5931-50 10-00-2610-00	Community Relations Accounts Payable	204.00	204.00
B&T (C5223353)	022822	Continuations & Processing Baker & Taylor (C5223353)	10-50-5867-20 10-25-5717-00 10-00-2610-00	Ref Books - Adult Serv Processing Supplies Accounts Payable	214.91 2.58	217.49
B&T (C5223433)	022822	Continuations & Processing Baker & Taylor (C5223433)	10-50-5864-10 10-25-5717-00 10-00-2610-00	Books - Non Fiction Processing Supplies Accounts Payable	333.72 25.80	359.52
B&T (L0334152)	022822	Circ & Processing Baker & Taylor (L0334152)	10-50-5864-10 10-25-5717-00 10-00-2610-00	Books - Non Fiction Processing Supplies Accounts Payable	2,525.97 94.86	2,620.83
B&T (L4171582)	022822	Audio Books & Processing Baker & Taylor (L4171582)	10-50-5895-40 10-25-5717-00 10-00-2610-00	A-V Matls - Adult Serv Processing Supplies Accounts Payable	421.07 72.01	493.08
B&T (L5425632)	022822	Books - YS & Processing Baker & Taylor (L5425632)	10-50-5863-30 10-25-5717-00 10-00-2610-00	Books - Youth Serv Processing Supplies Accounts Payable	10.84 1.29	12.13
B&T (L5443202)	022822	Books - Fiction & Processing Baker & Taylor (L5443202)	10-50-5865-10 10-25-5717-00 10-00-2610-00	Books - Adult/Teen Ficti Processing Supplies Accounts Payable	18.68 1.29	19.97
Chicago Tribune	092822	Subscription Chicago Tribune	10-50-5900-20 10-00-2610-00	Periodicals - Adult Serv Accounts Payable	458.50	458.50
Children's Plus	208655	Books Children's Plus Inc.	10-50-5863-30 10-00-2610-00	Books - Youth Serv Accounts Payable	427.38	427.38
ComEd	022822	Usage ComEd	10-20-5655-00 10-00-2610-00	Utilities - Electric Accounts Payable	3,926.18	3,926.18
Compact Disc Sourc	79929	Music CDs Compact Disc Source	10-50-5895-40 10-00-2610-00	A-V Matls - Adult Serv Accounts Payable	311.54	311.54
Compact Disc Sourc	79930	Processing Compact Disc Source	10-25-5717-00 10-00-2610-00	Processing Supplies Accounts Payable	100.31	100.31

Lisle Library District
Accounts Payable - March 16, 2022

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Ehlers Investment	022822	Investment Consulting Ehlers Investment Partners	10-35-5765-10 10-00-2610-00	Investment Agency Cons Accounts Payable	555.65	555.65
Garvey's	PINV2215748	Tape Garvey's Office Products	10-25-5713-00 10-00-2610-00	Office Supplies Accounts Payable	62.30	62.30
Garvey's	PINV2218126	Laminating Film Garvey's Office Products	10-25-5713-00 10-00-2610-00	Office Supplies Accounts Payable	170.98	170.98
Groot	8478344T098	Rubbish Groot, Inc.	10-20-5665-00 10-00-2610-00	Rubbish Removal Accounts Payable	264.26	264.26
Home Depot	19160000869271	Supplies & Small Tools Home Depot Credit Services	10-20-5664-00 10-00-2610-00	Maint/Repairs-Non Contr Accounts Payable	136.22	136.22
Ingram	031622-1	Books & Processing	10-50-5865-10 10-50-5864-10 10-50-5863-30 10-25-5717-00 10-00-2610-00	Books - Adult/Teen Ficti Books - Non Fiction Books - Youth Serv Processing Supplies Accounts Payable	1,786.02 950.38 497.50 254.15	3,488.05
Ingram	031622-2	Books & Processing	10-50-5865-10 10-50-5864-10 10-50-5863-30 10-25-5717-00 10-00-2610-00	Books - Adult/Teen Ficti Books - Non Fiction Books - Youth Serv Processing Supplies Accounts Payable	1,582.42 431.72 240.09 148.59	2,402.82
Kanopy	287770-PPU	Kanopy Kanopy, Inc.	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	328.00	328.00
Kocemba, Yolanda	020522	ESL for You! Teacher Stipend Yolanda Kocemba	10-50-5863-20 10-00-2610-00	Literacy/ESL Accounts Payable	114.00	114.00
Konica Minolta Busin	278560185	Usage C458 Konica Minolta Business Solutions	10-48-5845-00 10-00-2610-00	Equip Maint/Repr-Contr- Accounts Payable	173.77	173.77
Library Ideas	87979	Vox Books Library Ideas LLC	10-50-5890-30 10-00-2610-00	A-V Matls - Youth Serv Accounts Payable	746.15	746.15
Library Ideas	87980	Vox Books Library Ideas LLC	10-50-5890-30 10-00-2610-00	A-V Matls - Youth Serv Accounts Payable	260.70	260.70
LIMRICC PHIP Healt	030822	March Premium	10-10-5621-10 10-10-5621-20 10-10-5621-30	Hosp. Ins. - Admin Hosp. Ins. - Adult Serv. Hosp. Ins. - YS	4,355.03 10,074.57 4,396.62	

Lisle Library District
Accounts Payable - March 16, 2022

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Midwest Tape	501756828	LIMRICC PHIP Health	10-10-5621-50 10-10-5621-60 10-00-2610-00	Hosp. Ins. - Tech Hosp. Ins. - Circ Accounts Payable	2,716.78 8,623.10	30,166.10
MJB Design	76615	Hoopla Midwest Tape	10-50-5899-20 10-00-2610-00	Digital Content Accounts Payable	3,401.42	3,401.42
Monaco	11924836	Website Maintenance Micah Boone	10-35-5763-00 10-00-2610-00	Other Contr Svcs-Tech Accounts Payable	1,079.00	1,079.00
Outsource	64893	Hot Water Heat Pump Repair Monaco Mechanical Services, Inc.	10-20-5664-00 10-00-2610-00	Maint/Repairs-Non Contr Accounts Payable	1,454.00	1,454.00
Outsource	64894	Consulting for Budget Outsource Solutions	10-35-5763-00 10-00-2610-00	Other Contr Svcs-Tech Accounts Payable	393.75	393.75
Outsource	64951	DSG Problem Resolution Outsource Solutions	10-35-5763-00 10-00-2610-00	Other Contr Svcs-Tech Accounts Payable	350.00	350.00
Paddock Publication	208923	Monthly Network Maintenance Outsource Solutions	10-35-5763-00 10-00-2610-00	Other Contr Svcs-Tech Accounts Payable	1,320.00	1,320.00
Patriot Electric	726995	Bid Notices Paddock Publications	70-65-5675-00 10-00-2610-00	Renovation Project Accounts Payable	652.05	652.05
Procter, Justin	021822	Repair Gutter Heat System Patriot Electric & Technologies	10-20-5664-00 10-00-2610-00	Maint/Repairs-Non Contr Accounts Payable	525.00	525.00
Procter, Justin	030122	Reimburse Mileage Justin Procter	10-25-5724-15 10-00-2610-00	Local Travel Accounts Payable	11.93	11.93
Savage, Will	020921	Reimburse Mileage Justin Procter	10-25-5724-15 10-00-2610-00	Local Travel Accounts Payable	5.97	5.97
Sheehan, Nagle	444-01-09	Pokemon Club Will Savage	10-60-5931-30 10-00-2610-00	Programs - Youth Accounts Payable	48.98	48.98
Unique	6098392	Architect Design Engineering Sheehan, Nagle, Hartray Architects	70-65-5675-00 10-00-2610-00	Renovation Project Accounts Payable	50,116.25	50,116.25
Verizon	9899955502	February Placements Unique	10-35-5761-00 10-00-2610-00	Collection Agency Accounts Payable	35.80	35.80
		Cellphone & Hotspots	10-20-5656-00	Verizon	125.00	

Lisle Library District
Accounts Payable - March 16, 2022

Vendor ID	Invoice/CM #	Line Description	Account ID	Account Description	Debit Amount	Credit Amount
Village of Lisle	012722	Verizon	10-50-5895-40	A-V Mattis - Adult Serv	175.71	
			10-00-2610-00	Accounts Payable		300.71
		Usage Village of Lisle	10-20-5654-00	Utilities - Sewer & Water	124.16	
			10-00-2610-00	Accounts Payable		124.16

PRIOR MONTHS BILLS PAID BETWEEN FEBRUARY 2022 and MARCH 2022			
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.			
Check #	Vendor		Amount
HSA	Salaries 2/15/2022		63303.42
HSA	IL Dept. of Revenue	State Tax Withheld	3963.23
Auto W/D	Howard Simon & Associates	PR Serv. - 2/15/2022	1377.49
HSA	EFTPS/Electronic Tax Payment 2/15/2022	Fed Tax \$7751.80	20817.34
		FICA W/H \$6532.76	
		FICA Lib \$6532.78	
HSA	Salaries 2/28/2022		60380.95
HSA	IL Dept. of Revenue	State Tax Withheld	3777.38
Auto W/D	Howard Simon & Associates	PR Serv. - 2/28/2022	200.35
HSA	EFTPS/Electronic Tax Payment 2/28/2022	Fed Tax \$7418.17	19895.10
		FICA W/H \$6238.45	
		FICA Lib \$6238.48	
Wired	IMRF	IMRF W/H \$7425.27	15155.79
		IMRF Lib. \$7730.52	
		Sub Total	188871.05
Check #	Vendor	Description	Amount
5870	AFLAC (G6920)	Payroll Withholding	206.14
5871	Amazon	Books, Video Games, Supplies	1,668.02
5872	Anderson Pest Solutions	Pest Control	157.10
5873	Annette Bochenek	Program: Women Who Built Hollywood	200.00
5874	Compact Disc Source	Music CDs & Processing	410.59
5875	Delta Dental - Risk	March Premium	2,334.10
5876	Demco Software	Sign-up Maintenance	717.15
5877	Eco Clean Maintenance	Cleaning	2,762.00
5878	ELM USA Inc.	Supplies for Disc Cleaning Machine	451.99
5879	EnvisionWare, Inc.	RFID Pads	4,073.31
5880	Fifth Third Bank	Phone, Postage, Programs	6,076.79
5881	Hagg Press	Newsletter Postage	1,100.00
5882	Home Depot Credit Services	Small Tools	232.64
5883	IHLS - OCLC	Replacement Cost of Lost ILL Item	5.25
5884	Ingram Library Services	Books & Processing	6,884.28
5885	JanWay Company USA	Plastic Bags	2,240.00

5886	Kanopy, Inc.	Kanopy	355.00
5887	Yolanda Kocemba	ESL For You! Class Contract Payment	57.00
5888	Konica Minolta Business Solutions	Lexmark Maintenance	174.00
5889	Konica Minolta Premier Finance	C227 Lease	2.52
5890	Libranica LLC	Cassie Public PC Reservation System	625.20
5891	Midwest Tape	Hoopla	3,790.85
5892	NCPERS Group Life Ins	Payroll Withholding	64.00
5893	NICOR	Usage	2,709.59
5894	Outsource Solutions	Backup Server Licenses	200.00
5895	OverDrive, Inc.	Advantage & CPC	7,120.49
5896	The Penworthy Company	Books	1,640.33
5897	Peregrine, Stime, Newman, Ritzman	Legal Services	337.50
5898	Petty Cash Checking Account	Replenish Fund	394.85
5899	RAILS	Illinois Library Presents	750.00
5900	Sikich LLP	Accounting Services	2,104.50
5901	Staples Advantage	Supplies for Disc Cleaning Machine	339.97
5902	Today's Business Solutions, Inc.	Annual Maintenance on Copier Tower	395.00
5903	Toshiba America Business Solutions	Photocopier Maintenance	103.30
5904	Unique	January Placements	62.65
5905	Village of Lisle	Internet Services	450.00
5906	Wolters Kluwer	Social Security Pamphlets	365.77
			\$ 51,561.88
		TOTAL	\$ 240,432.93

Monthly Circulation Report - February 2022

	Checkouts	Renewals	Feb-22 TOTALS	YTD FY 20/21	YTD FY 21/22	YTD % Change	
Adult Non-Print	2,458	2,336	4,794	54,017	44,930	-16.82%	
Adult Print	4,220	3,616	7,836	67,191	69,518	3.46%	
Adult Total	6,678	5,952	12,630	121,208	114,448	-5.58%	
YS Non-Print	492	787	1,279	12,802	13,322	4.06%	
YS Print	6,127	5,717	11,844	104,193	108,492	4.13%	
Total YS	6,619	6,504	13,123	116,995	121,814	4.12%	
Digital Media							
Overdrive	3,474		3,474	27,042	28,201	4.29%	
hoopla	1,800		1,800	15,972	14,925	-6.56%	
Overdrive Magazines **	112		112	3,263	828	-74.62%	
PressReader *	524		524	2,992	2,558	-14.51%	
Kanopy *	263		263	682	1,913	180.50%	
Total Digital	6,173	0	6,173	49,951	48,425	-3.05%	
Subtotal Print + Non-Print/Digital	19,470	12,456	31,926	288,154	284,687	-1.20%	
Computer/Tech Sessions Logins	916		916	5,304	7,811	47.27%	
Database Usage/Unique Logins	3,666		3,666	24,071	30,011	24.68%	
Wireless Use	421		421	2,474	3,755	51.78%	
ScannX sessions/jobs	228		228	1,314	4,296	226.94%	
Museum Adventure Passes	19		19	59	211	257.63%	
Total IT/Resource Sessions	5,250	0	5,250	33,222	46,084	38.72%	
Total Circulation	24,720	12,456	37,176	321,376	330,771	2.92%	
Literacy Software Usage Hours			6	0	6	100.00%	
Borrower Information	Feb 2022 Total	YTD 20/21	YTD 21/22	YTD % Change			
New Library Cards Added	99	587	930	58.43%			
Monthly Borrowers	2,358	17,162	19,724	14.93%			
Total # Registered Borrowers	7,769	8,285	7,769	-6.23%			
InterLibrary Loans							** New stat April 2021 (formerly
Materials Sent	97	570	715	25.44%			RB Digital). RB Digital merged with
Materials Received	280	2,418	2,353	-2.69%			Overdrive.
Polaris/Catalog Holds							
Holds Placed	2,611	38,109	25,338	-33.51%			
Holds Checked Out	2,146	33,086	20,999	-36.53%			* New statlines for September 2020.

Lisle Library District - Program and Service Statistics - February 2022

Library Event Statistics										Library Wide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY20/21	YTD FY21/22	% Change
Staff Facilitated Programs											7	33	74	2	116	249	1,018	308.84%
Attendees											53	628	82	15	778	3,640	6,822	87.42%
Computer/Technology Programs											3	0		1	4	5	23	360.00%
Attendees											24	0		1	25	24	69	187.50%
Performer/Speaker/Author											4	0			4	14	25	78.57%
Attendees											53	0			53	192	341	77.60%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)										0				0	8	11	37.50%	
Attendees										0				0	804	1,811	125.25%	
Total Number of Programs										0	14	33	74	3	124	276	1,077	290.22%
Total Patrons Served by Programming										0	130	628	82	16	856	4,660	9,043	94.06%
Reference Questions											1,466	1,080	967		3,513	36,348	33,979	-6.52%
Volunteer Hours											5.00	8.00	0.00		13.00	42.50	64.50	51.76%
Notary Service										19					19	111	137	23.42%
LLD Kindness Cards *											17	45			62	N/A	236	--
Outreach Service Statistics																		
Outreach Visits											0	2	0		2	5	24	380.00%
Patrons Served by Outreach Visits											0	45	0		45	215	768	257.21%
Home Delivery Dates											2				2	17	17	0.00%
Patrons Served via Home Delivery											77				77	1,066	681	-36.12%
Total Outreach Programs											2	2	0		4	22	41	86.36%
Total Patrons Served with Outreach Services											77	45	0		122	1,281	1,449	13.11%
Civic Facility Use																		
Literacy/Tutoring Room Use (patron count)										0						0	0	--
Number of Outside Groups Using Meeting Space										0						0	77	100.00%
Patrons Entering Building										7,247						51,011	68,158	33.61%
Friend's Sponsored Programs										0						0	0	--
Attendees										0						0	0	--
Social Media Use																		
Facebook (daily page consumption)										628						7,037	9,676	37.50%
Twitter Followers										862						818	862	5.38%
Instagram Likes										350						6,036	5,863	-2.87%
Flickr Views										2,187						36,374	41,004	12.73%
YouTube Views										7,213						20,071	47,117	134.75%
Total LLD App Downloads										447						2,504	3,502	39.86%
Total LLD App Sessions										1,760						14,984	15,380	2.64%

* New statline as of December 2021.



March Board Report

A. Progress Update (since the last Board Meeting on 2/16/2022)

- The Village of Lisle confirmed permit approval pending submission of a final compiled set of drawings.
- An 'issued for construction' drawing set has been issued by SNHA to Camosy.
- Soil testing occurred on 3/2. Results are pending.
- Bids for general furniture and new shelving are due to be received on 3/9.
- LLD staff packing and collection organization is in progress. The Phase 1 move has been coordinated with LLD to occur between 3/10 and 3/15.
- Abatement logistics have been finalized. Work will take place while the Library is closed on 3/17 and 3/18.

B. Project Schedule Summary – Tracking on Schedule

No overall schedule change at this time.

Construction starts on 3/21/22 as planned!

Master Project Schedule - Executive Summary		# of working months:																			
month		7	8	9	10	11	12	13	14	15	16	17	18	19	20						
		12/21	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					
Permitting																					
Zoning and Permit Process Discussion with Village																					
Special Use Application Process (Replacing the 1993 Special Use Approval)																					
Anticipated Building Permit Process																					
Contractor Procurement																					
Contractor Pre-qualification																					
Bid / Award Phase																					
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																					

Lisle Library District
North Main Entry Capital Improvement Project



March Board Report

C. Project Cost Summary – Tracking on Budget

Approved Total Project Budget: \$7.7M

Expenditures Summary					
Project Component	Concept Phase Budget (a)	Anticipated Cost Update (thru 3/8/2022)		Committed to Date (thru 3/8/2022)	
		\$	Change from Budget (\$)	Contracted (\$)	Expenditures (\$)
E-000: Land Cost					
E-000.1: Land Cost	\$0	\$0	\$0	\$0	\$0
E-000: Land Cost Total	\$0	\$0	\$0	\$0	\$0
E-100: Bond Cost					
E-100.1: Financing Costs	\$15,000	\$0	-\$15,000	\$0	\$0
E-100: Bond Cost Total	\$15,000	\$0	-\$15,000	\$0	\$0
E-200: Building Costs					
E-200.1: Building Construction	\$5,669,200	\$5,520,900	-\$148,300	\$5,296,700	\$0
E-200.2: Environmental Remediation	\$0	\$26,200	\$26,200	\$1,800	\$1,800
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
E-200: Building Costs Total	\$5,729,982	\$5,559,600	-\$170,382	\$5,301,080	\$2,910
E-300: Soft Costs					
E-300.1: Professional Service Costs	\$924,810	\$913,234	-\$11,576	\$823,543	\$556,736 #1
E-300.2: Fixtures, Furnishing & Equipment	\$840,000	\$1,022,287	\$182,287	\$501,194	\$0 #2
E-300.3: Other Owner Soft Costs	\$0	\$0	\$0	\$0	\$0
E-300: Soft Costs Total	\$1,764,810	\$1,935,521	\$170,711	\$1,324,737	\$556,736
E-400: Contingency					
E-400.1: Owner Contingency	\$190,208	\$204,879	\$14,671	\$0	\$0
E-400: Contingency Total	\$190,208	\$204,879	\$14,671	\$0	\$0
Project Expenditure Totals	\$7,700,000	\$7,700,000	\$0	\$6,625,817	\$559,646

Variance \$ from Budget Notes (New Only):

- #1 Commitment for Soil Testing.
- #2 Commitment for furniture package BP-01 & moving contractor per 2/16 Board Approvals.



March Board Report

D. Open Bid Alternate Discussion

Following is a list of bid alternates that are still open. **Updates** for discussion only are listed in red text.

Alternate	Cost @ Bid	Notes
Alternate #1 - Meeting Room AV - Wireless Screen Casting	\$ 5,725	Award not critical at this time. To be considered for approval in the future.
Alternate #2 - Meeting Room AV - Sound Upgrades & Asst. Listen	\$ 6,500	Award not critical at this time. To be considered for approval in the future.
Alternate #3 - Meeting Room AV - Wireless Microphone	\$ 17,200	Award not critical at this time. To be considered for approval in the future.
Alternate #4 - YS Rubber Flooring Thru-Out Entire Department	\$ 68,300	CCS to notify Camosy this alternate is formally declined.
Alternate #5 - Family Restroom Finish Replacement	\$ 22,900	Scope to be reviewed further for potential future award.
Alternate #6 - BOH Lighting Reduction	\$ (14,090)	CCS to notify Camosy this alternate is formally declined.
Alternate #7 - Masonry Cleaning	\$ 9,000	Award not critical at this time. To be considered for approval in the future.
Alternate #8 - Deduct Exterior Masonry Painting	\$ (11,000)	Award not critical at this time. To be considered for approval in the future.
Alternate #9 - Deduct Interior Masonry Painting	\$ (1,800)	Award not critical at this time. To be considered for approval in the future.

E. Upcoming Activities

- Library moving will occur between 3/10 and 3/15.
- The Library will be closed for abatement on 3/17 and 3/18.
- The LLD's 'ground breaking' event will be on 3/21.
- Construction starts on 3/21!
 - Construction fencing will arrive the week prior to construction starting.
 - The north parking lot will be closed as of 3/21.
 - The book drops will be relocated to the south lot the week of 3/21.
 - Temporary walls will be installed the week of 3/21.
 - Full scale demolition will begin the week of 3/28.
 - Interior renovations are anticipated to begin the week of 4/6.
- General Furniture and Shelving bid packages to be reviewed for Board consideration at the April Board meeting.
- Sanitary line investigation is being scheduled.
- Exterior signage package to be developed for permitting separate from the building permit per the request of the Village.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: March 9, 2022

March 2022 | DIRECTOR'S REPORT

Meetings:

LLD Board of Trustees – Feb 16
CCS/Hallet/Staff – Feb 18
CCS/Hallet/Staff – Feb 24
CCS/SNH/Camosy – Feb 25
CCS – Mar 2

CCS – Mar 7
Hallet – Mar 8
CCS/SNH/Camosy – Mar 9
Bartelli – Mar 9

Bringing LiteZilla to the LLD

As of this report the LLD is 73% of the way to our LiteZilla goal. We've received \$11,000 towards the LiteZilla light wall. The *Friends of the Lisle Public Library District* donated \$2,000 this month. Staff have updated the internal LiteZilla fundraising display in the entrance foyer that shows ever-increasing 'light-dots' that will eventually materialize into an image once we reach our goal. *Bring LiteZilla to the LLD* flyers are available at every public service desk. LLD IT staff have confirmed that we have a path to online donations.

Grant Work

This past month, I worked with Marc Rogers on the *Live and Learn Construction Grant* opportunity. This grant can amount to a total of \$125,000. The LLD submitted the grant application per the February deadline and are now in a waiting pattern until grant awards are revealed. Grants are awarded based on recommendations from a statewide committee.

The LLD Marketing Specialist and I completed an application for a DuPage Arts Foundation (DAF) Grant for financial assistance for the LiteZilla installation. The DAF awards up to \$2,500 per art project.

This week, I spoke with the Treasurer of the Lisle Community Service Corporation about a grant opportunity for the LiteZilla project.

Renovation Activities

As part of the LLD's campaign to inform the public about the renovation, the LLD sent letters to the Library's immediate neighbors on Front Street and Kingston Avenue to alert them to the renovation schedule as well as to prepare the neighborhood for construction crews on Library property. The LLD has an ongoing social media campaign featuring different aspects of the

To: LLD Board of Trustees
From: Tatiana Weinstein / LLD Director
Date: March 9, 2022

renovation and upcoming changes to operations and the building. The LLD Marketing Specialist has also planned a press release prior to construction.

Hallet moving boxes were distributed to each department with moving stickers that will tell the movers where to place the box in the building. Departmental office moves begin on March 10th. On the same day, Hallet will begin shifting shelving units to the east-end of the building.

The Technical Services Department will be moved to Meeting Room B. Adult Services staff will utilize both group study rooms near the main Circulation Desk. Half of the Administrative Department will utilize the YS Activity Room, while the other half share other available office space until a temporary office can be constructed.

The main Circulation Desk will remain as-is with the addition of an Adult Services staff member stationed at this desk. There will also be a makeshift circulation desk in front of a newly formed *Fiction Room* in Meeting Room A. Three public computers will be moved to an area near the main Circulation Desk. Seven more public computers are available in the Youth Services Department.

The Youth Services Department will generally remain as-is, outside of a few areas on the south-west corner that will be cordoned off for the upcoming south-side entrance/elevator/staircase. Some shelving units will be moved to accommodate this construction.

On March 7th, Curbside Pickup moved to the east side entrance, across from the entry doors. Circulation staff will bring materials on book carts. In Phase-two of the renovation, the new drive-up service window will be installed on the north wall of the Circulation Services Office. This service window will replace the curbside program.

Respectfully submitted,



Tatiana Weinstein

March 2022 Assistant Director Report

Meetings/Virtual Meetings/Events

- RAILS budgeting - Feb 15
- 5th Third Bank – Feb 15
- Board Meeting – Feb 16
- Monaco – Feb 16
- Dept Head meeting – Feb 17
- HR Source – Feb 18
- CCS, Hallett Mov – Feb 18 & 24
- RAILS Facility Mngrs – Feb 23
- Heritage – Feb 23
- LLD Digital team – Feb 24
- CCS, SNH, Comosy – Feb 25
- Groot – Feb 25
- Patriot Electric – Mar 1
- Assa Abloy – Mar 2
- Eco Clean Maintenance – Mar 8
- CCS, SNH, Comosy – Mar 9

Facility

Monaco Mechanical will continue to change HVAC filters every six weeks during construction and will advise if more frequent changes are needed during renovation. Monaco replaced a heat pump from a water heater.

Patriot Electric repaired the heat trace gutter system on the north gutters and down spouts. The system heats the gutter to melt snow and ice.

Heritage is working with staff for placement and upgrades of security cameras with architectural changes to the Library entrances.

I met with Eco Clean Maintenance to review cleaning procedures during construction. Day time, Monday through Friday, cleaning of the lobby rest rooms will continue.

Groot waste haulers are in the process of moving waste and recycling dumpsters for the duration of the renovation project.

IMRF

Illinois Municipal Retirement Fund notified the Library and other members of their investment management goals. During 2021, IMRF earned an investment return that exceeded their goal of 7.25%. IMRF shows continued fiscal health and is funded at 98.8%.



Beth McQuillan
Assistant Director

Chicago Tribune

Things to do in Chicago

Virtual Anime and Manga Night

Thursday, February 24, 2022

7:00 pm - 8:00 pm

Additional Dates

Thursday, March 24, 2022 7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3Hwdv43>



Let's watch anime, talk about our favorites, and enjoy a manga-inspired craft! Anime Night Kits filled with treats and supplies can be picked up at the Connection Desk beginning a week before the program. Registration Required.

Chicago Tribune

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Chicago Tribune

Things to do in Chicago

ESL for You! (Virtual Class)

Saturday, March 05, 2022

10:00 am - 11:00 am

Additional Dates

Saturday, February 19, 2022 10:00 am - 11:00 am

Saturday, March 19, 2022 10:00 am - 11:00 am

Lisle Library District

Virtual Event URL: <https://bit.ly/3si9qtM> The English Language Development (ELD) class helps adult learners improve their speaking, reading, writing, and communication. Registration is required. For more information, please contact Literacy Librarian Jean Demas at literacy@lislelibrary.org or 630-971-1675 x1002.



Chicago Tribune

Things to do in Chicago

ESL for You! (Virtual Class)

Saturday, February 19, 2022

10:00 am - 11:00 am

Additional Dates

Saturday, March 05, 2022 10:00 am - 11:00 am

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Chicago Tribune

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Chicago Tribune

Things to do in Chicago

Explore Current and Historic Newspapers (Virtual Class)

Wednesday, February 09, 2022

11:00 am - 12:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3fV8Tlu>

Explore current and historic newspapers with your LLD card, including the Chicago Tribune Online, The Wall Street Journal, Historical Newspapers, and Newspaper Source. Registration required.



Chicago Tribune

Things to do in Chicago

Google Drive 101 (Virtual Class)

Saturday, February 12, 2022

2:00 pm - 3:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3tRITGg>

Join us for an overview of the free tools for creating documents, spreadsheets, and presentations included with your Google Gmail account. Registration and Gmail account required.



Chicago Tribune

Things to do in Chicago

Illinois Libraries Presents: Jasmine Guillory (Virtual Program)

Wednesday, February 16, 2022

7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: https://us02web.zoom.us/webinar/register/WN_tTHFmy7iRT-yC0D2qOleyQ

Bestselling author Jasmine Guillory is one of romance's brightest new voices. Join her conversation with author Morgan Rogers (Honey Girl) as they discuss the importance of real life and the modern rom-com. Registration and more information can be found at lislelibrary.org.



Chicago Tribune

Things to do in Chicago

Learn a New Language! (Virtual Class)

Wednesday, March 09, 2022

7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3giHgJP>

Interested in learning a new language? Try the interactive resource Transparent Language Online, with over 100 languages offered. Registration required.



Chicago Tribune

Things to do in Chicago

Find Your Next Great Read with Novelist Plus! (Virtual Class)

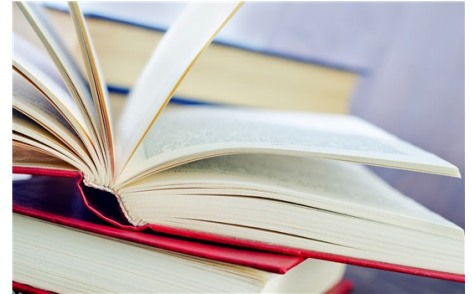
Tuesday, March 22, 2022

11:00 am - 12:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3om8pQc>

Discover how NoveList Plus aids in finding your next great read through reviews, read-alikes, author suggestions, and much more. Registration required.



Chicago Tribune

Things to do in Chicago

Organizing 101: Organizing Anything Anywhere (Virtual Program)

Tuesday, February 22, 2022

7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3lzbKU0>

Jennifer Barnes, CEO/Founder of JB Organizing, highlights the different types of Organizers and how our personalities impact how we must organize in order to be effective. Barnes will explore the 5 Principles of Organizing and how to apply them to anything anywhere.



Chicago Tribune

Things to do in Chicago

Post-Valentine's Day Dinner with Chef Maddox (Virtual Program)

Tuesday, February 15, 2022

7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3Asncha>

Chef Maddox prepares a scrumptious main entrée and a luxurious dessert. Recipes will be available online.



Chicago Tribune

Things to do in Chicago

Seed Starting 101 (Virtual Program)

Tuesday, March 29, 2022

7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3uEGGhZ>



Learn how to start seeds indoors with Xavier Duran, Adult Programming Coordinator.

Chicago Tribune

Things to do in Chicago

Virtual Teen Craft: Loop Knitting

Friday, February 11, 2022

6:00 pm - 7:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3AUW1vL>



Use loop knitting yarn to make your own knit scarf! Pick up a craft kit at the Connection Desk beginning Monday, February 7, then follow along virtually on Friday, February 11 as we craft the scarf. Registration Required.

Chicago Tribune

Things to do in Chicago

Glass Painting: Virtual Teen Craft

Friday, March 11, 2022

6:00 pm - 7:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3Hlj2KJ>

Make your own unique work of art! Use a permanent marker and acrylic paints to trace and paint over a printed picture and create your personalized masterpiece. Pick up the craft kit at the Connection Desk beginning a week before the program, then follow along virtually on Friday, March 11 to make your own glass painting. Registration Required.



Chicago Tribune

Things to do in Chicago

"Who Would Be Free Themselves Must Strike the Blow": the Role of Enslaved People in Their Own Emancipation (Virtual Program)

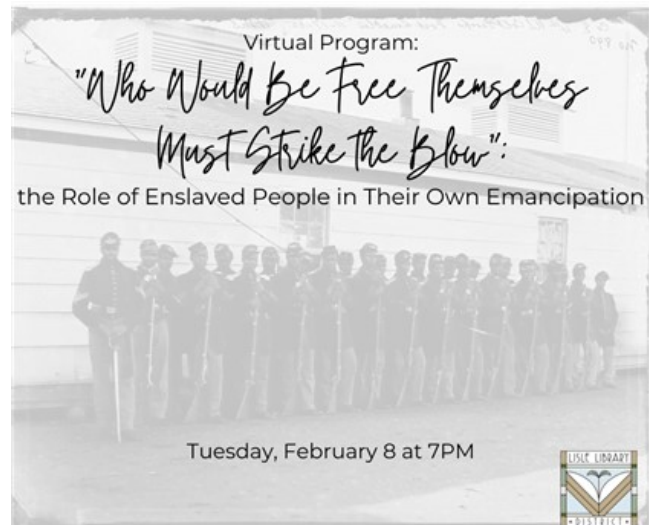
Tuesday, February 08, 2022

7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/343fjmr>

Despite facing discrimination within the ranks and the threat of murder if they were captured, almost 200,000 black soldiers fought for the Union in the Civil War. College of DuPage History Professor Samuel Mitrani provides a fascinating look at Black soldiers and their emancipation.



Chicago Tribune

Things to do in Chicago

The Women Who Built Hollywood (Virtual Program)

Tuesday, March 01, 2022

7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3s28FF7>

Women have been highly influential in the film industry since the Silent Era, both on-screen and off. Film historian Dr. Annette Bochenek presents the lives and legacies of some incredible female directors and stars in classic Hollywood.



Daily Herald

ESL for You! (Virtual Class)

Saturday, February 05, 2022

10:00 am - 11:00 am

Additional Dates

Saturday, February 19, 2022 10:00 am - 11:00 am

Saturday, March 05, 2022 10:00 am - 11:00 am

Saturday, March 19, 2022 10:00 am - 11:00 am

Lisle Library District

Virtual Event URL: <https://bit.ly/3si9qtM>

The English Language Development (ELD) class helps adult learners improve their speaking, reading, writing, and communication. Registration is required. For more information, please contact Literacy Librarian Jean Demas at literacy@lislelibrary.org or 630-971-1675 x1002.



Daily Herald

Explore Current and Historic Newspapers (Virtual Class)

Wednesday, February 09, 2022

11:00 am - 12:00 pm

Lisle Library District

Lisle, IL

Virtual Event URL: <https://bit.ly/3fV8TIu>

Note: Virtual Event.



Explore current and historic newspapers with your LLD card, including the *Chicago Tribune* Online, *The Wall Street Journal*, Historical Newspapers, and Newspaper Source. Registration required.

Contact Info

Joy Davis

Lisle Library District
davisj@lislelibrary.org

[630-971-1675](tel:630-971-1675)

Daily Herald

Food For Thought: A Culinary Discussion Group

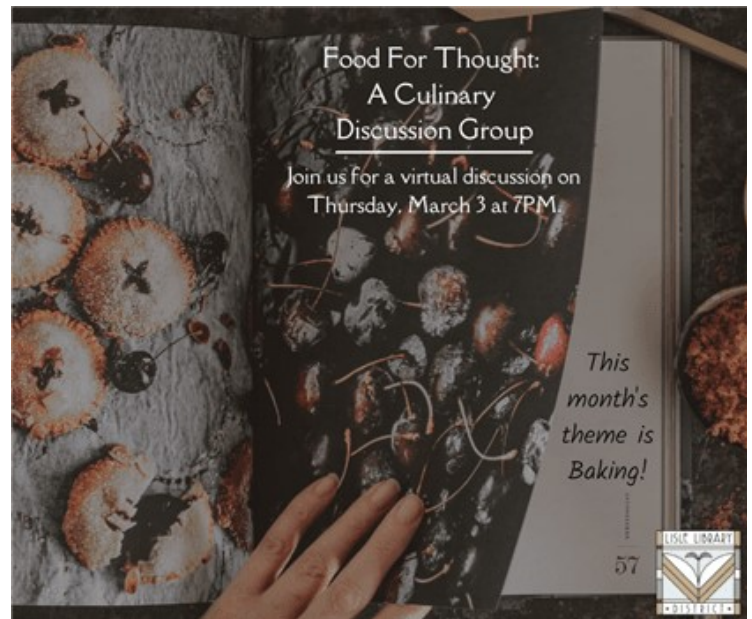
Thursday, March 03, 2022

7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3ocOKCg>

Pick one cookbook to read that fits this month's theme of **baking**. Create one recipe from the book before we meet and come prepared to discuss. (Pictures of your creation are welcome too!) Visit our Program Calendar for a list of suggested cookbooks, or choose another book that fits the theme.



Daily Herald

Glass Painting: Virtual Teen Craft

Friday, March 11, 2022

6:00 pm - 7:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3Hlj2KJ>

Make your own unique work of art! Use a permanent marker and acrylic paints to trace and paint over a printed picture and create your personalized masterpiece. Pick up the craft kit at the Connection Desk beginning a week before the program, then follow along virtually on Friday, March 11 to make your own glass painting. **Registration Required.**



Daily Herald

Google Drive 101 (Virtual Class)

Saturday, February 12, 2022

2:00 pm - 3:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3tRITGg>

Join us for an overview of the free tools for creating documents, spreadsheets, and presentations included with your Google Gmail account. Registration and Gmail account required.



Daily Herald

Illinois Libraries Presents: Jasmine Guillory (Virtual Program)

Wednesday, February 16, 2022

7:00-8:00 pm

Virtual Event URL: https://us02web.zoom.us/webinar/register/WN_tTHFmy7iRT-yC0D2qOleyQ

Lisle Library District

Bestselling author Jasmine Guillory is one of romance's brightest new voices. Join her conversation with author Morgan Rogers (*Honey Girl*) as they discuss the importance of real life and the modern rom-com. Registration and more information can be found at lislelibrary.org.



Daily Herald

Illinois Libraries Presents: Jenny Lawson (Virtual Program)

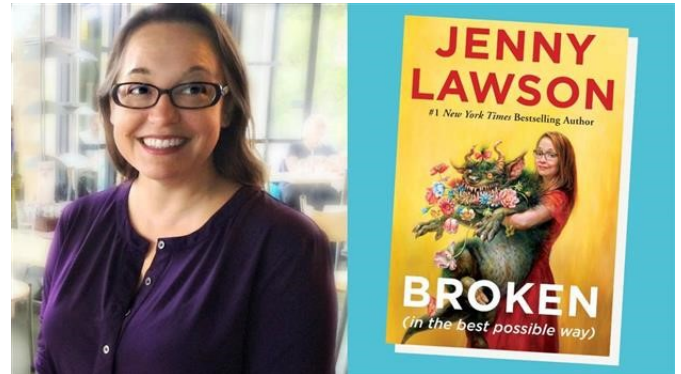
Wednesday, March 30, 2022

7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3AXDWx9>

Award-winning humorist Jenny Lawson discusses her most recent bestseller, *Broken (in the best possible way)*, and her hilarious body of work.



Daily Herald

Local libraries to host bestselling author Jasmine Guillory Feb. 16 Daily Herald Report

On Wednesday, Feb. 16, bestselling romance author Jasmine Guillory will discuss her newest novel "While We Were Dating" virtually at 7 p.m. with libraries around the state.

Guillory is a writer, lawyer and New York Times bestselling author of six romance novels, including "The Wedding Date," "Royal Holiday" and "Party of Two."



"We are incredibly fortunate to have bestselling and highly revered author Jasmine Guillory speak to the Chicagoland area," said Xavier Duran, adult programming librarian for Lisle Library District. "With blustery weather still lingering, having an author of such rollicking and zesty books is just the right balm needed!"

NPR called Guillory's "The Proposal" "rollicking, charming, and infinitely zesty." Her work has appeared in O, The Oprah Magazine, Cosmopolitan, Bon Appetit, and Time. She lives in Oakland, California.

Guillory will be joined in conversation with author Morgan Rogers.

Both Guillory's "While We Were Dating" and Rogers' "Honey Girl" were included in NPR's list of the best books of 2021.

This event is made possible by Illinois Libraries Present, a statewide collaboration among public libraries offering high-quality events.

Zoom registration is available through member libraries.

Illinois Libraries Present in the DuPage and Fox Valley include: Algonquin Area Public Library District, Aurora Public Library District, Batavia Public Library, Bensenville Public Library, Cary Area Public Library District, Crystal Lake Public Library, Downers Grove Public Library, Elmhurst Public Library, Fox River Grove Memorial Library, Fox River Valley Public Library District, Geneva Public Library District, Glen Ellyn Public Library, Glenside Library, Hinsdale Public Library, Itasca Community Library, Lisle Library District, Marengo-Union Library District, Messenger Public Library of North Aurora, Roselle Public Library District, St. Charles Public Library District, Sugar Grove Public Library District, Town & Country Public Library, Villa Park Public Library, Warrenville Public Library District, Winfield Public Library, Wood Dale Public Library District and Woodstock Public Library.

Daily Herald

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Virtual Event URL: <https://bit.ly/3giHgJP>

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Daily Herald

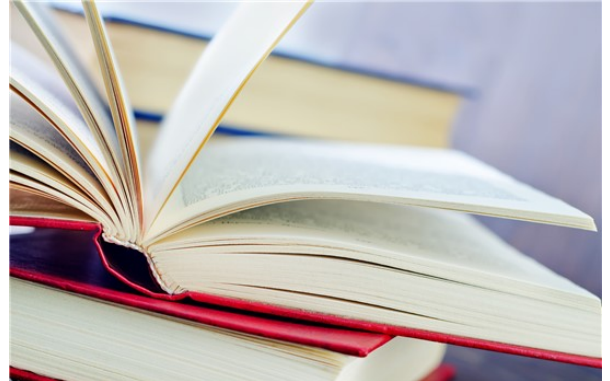
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Lisle Library District

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Daily Herald

Organizing 101: Organizing Anything Anywhere (Virtual Program)

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Lisle Library District

Virtual Event URL: <https://bit.ly/3IzbKU0>

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Daily Herald

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Tuesday, February 15, 2022

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Lisle Library District

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Daily Herald

The Women Who Built Hollywood (Virtual Program)

Tuesday, March 01, 2022

7:00 pm - 8:00 pm

Lisle Library District

7:00 pm - 8:00 pm

Women have been highly influential in the film industry since the Silent Era, both on-screen and off. Film historian Dr. Annette Bochenek presents the lives and legacies of some incredible female directors and stars in classic Hollywood.



Daily Herald

Virtual Anime and Manga Night

Thursday, February 24, 2022

7:00 pm - 8:00 pm

Additional Dates

Thursday, March 24, 2022 7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3Hwdv43>



Let's watch anime, talk about our favorites, and enjoy a manga-inspired craft! Anime Night Kits filled with treats and supplies can be picked up at the Connection Desk beginning a week before the program. **Registration Required.**

Daily Herald

Seed Starting 101 (Virtual Program)

Tuesday, March 29, 2022

7:00 pm - 8:00 pm

Lisle Library District

Virtual Event URL: <https://bit.ly/3uEGGhZ>

Learn how to start seeds indoors with Xavier Duran, Adult Programming Coordinator.



Daily Herald

Virtual Teen Craft: Loop Knitting

Friday, February 11, 2022

6:00 pm - 7:00 pm

Lisle Library District

Lisle, IL

Virtual Event URL: <https://bit.ly/3AUW1vL>

Use loop knitting yarn to make your own knit scarf!

Pick up a craft kit at the Connection Desk beginning Monday, February 7, then follow along virtually on Friday, February 11 as we craft the scarf. **Registration Required.**



Daily Herald

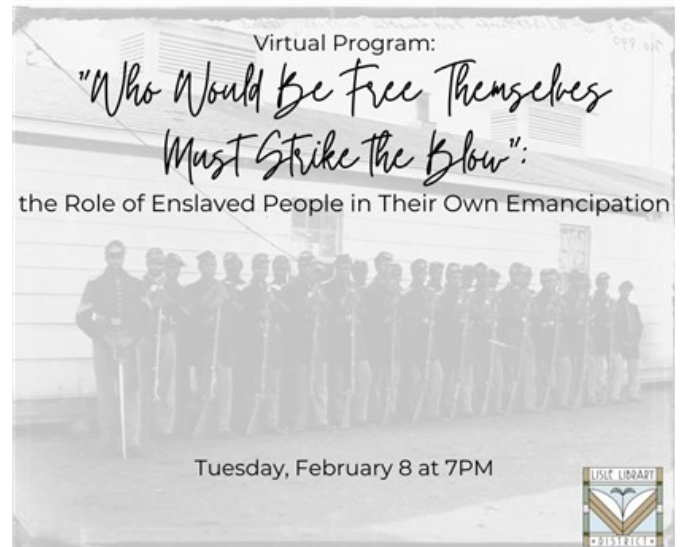
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Tuesday, February 8

7:00-8:00 pm

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Virtual Event URL: <https://bit.ly/343fjmr>



Contact Info

Joy Davis
Lisle Library District
davisj@lislelibrary.org

[6309711675](tel:6309711675)