

PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on April 10, 2019 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois. The LLD records all regular Board meetings. Any person who has a disability requiring accommodations to participate in this meeting should contact the Lisle Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.

LISLE LIBRARY DISTRICT
BOARD MEETING
April 10, 2019 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak
3. Consent Agenda - Action Required
 - a. Approve Minutes of the March 13, 2019 Board Meeting
 - b. Acknowledge Treasurer's Report, 03/31/19, Investment Activity Report, 03/31/19, Current Assets Report, 03/31/19, Revenue Report, 03/31/19, and Expense Report, 03/31/19
 - c. Authorize Payment of Bills, 04/10/19
4. Director's Report

Assign Trustees for "Review of Bills Next Month"

Secretary Bartelli and Trustee Sullivan reviewed the March billings in April.

President Fisher and Trustee Flint will review the April billings in May.
5. Assistant Director's Report
6. Committee Reports
 - a. Finance
 - b. Personnel/Policy
 - c. Physical Plant
 - d. Committee of the Whole - Budget
7. Unfinished Business
8. New Business
 - a. Approve LLD pay grade adjustment - Action Required
Annual industry standard review and adjustment to LLD pay scale.
 - b. Approve FY2019-20 LLD Working Budget - Action Required
Annual approval of the LLD Working Budget for fiscal year 2019-2020.
9. Opportunity for Trustee comments (five minutes)

Bartelli, Fisher, Flint, Hummel, Sullivan, Swistak, Wang
10. Adjourn

LISLE LIBRARY DISTRICT
BOARD MEETING
March 13, 2019 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President
Thomas Hummel - Vice President
Longry Wang - Treasurer
Marjorie Bartelli - Secretary
Richard Flint - Trustee
Liz Sullivan - Trustee
Emily Swistak - Trustee (arrived 7:57 p.m.)

Also present:

Tatiana Weinstein - Director
Beth McQuillan - Assistant Director
Ginger Boskelly - Finance Director
Chris Knight - Recording Secretary
Will Savage - Director of Youth Services

2. Opportunity for visitors to speak

Two members of the public addressed the Board. The first visitor talked about transportation to the Library for patrons who, due to age, physical limitations, or income, cannot visit the LLD. She urged the Board to consider viable options. The second visitor stated that she was speaking in support of libraries. She voiced concerns about citizens who solely focus on taxation. She commented about LLD Board member behavior, the elevator project, and the candidate objection that was filed against her. She asked the Board to think about the Library as an investment.

3. Consent Agenda

- a. Approve Minutes of the February 13, 2019 Board Meeting
- b. Approve Minutes of the February 13, 2019 Executive Session
- c. Acknowledge Treasurer's Report, 02/28/19, Investment Activity Report, 02/28/19, Current Assets Report, 02/28/19, Revenue Report, 02/28/19, and Expense Report, 02/28/19
- d. Authorize Payment of Bills, 03/13/19

MOTION: Vice President Hummel moved to approve the Consent Agenda items 3a through 3d. Trustee Sullivan seconded.

Roll Call Vote - All Aye. The motion passed.

4. Director's Report

Assign Trustees for "Review of Bills Next Month."

Treasurer Wang and Trustee Swistak reviewed the February billings in March.
Secretary Bartelli and Trustee Sullivan will review the March billings in April.

Director Weinstein discussed LLD's Harry Potter Day. It was wonderful day where over 585 patrons attended the three hour event. She provided an overview of the day's activities and mentioned the LLD's Flickr page photos and very positive Facebook comments.

On February 11th the Director met with Kristin Jachymiak from the West Suburban Community Pantry, Lisle Police Chief Anderson, Deputy Chief Wilke, and Deputy Chief Gaw to discuss the LLD's second year of providing lunches for children in need, during the summer months.

Director Weinstein is working with Friends of the Lisle Public Library District and Lisle Woman's Club (LWC) for upcoming collaborative programming events. In April, the LLD will celebrate *National Library Week* by recognizing women who've enriched the LLD via their support. The LLD will partner with the LWC for this event. Later in the year, the LLD will partner with the Friends for a large scale author event.

Director Weinstein is investigating a more comprehensive LLD volunteer program for adults. She provided an overview of current LLD volunteer programs for teens and adults; home delivery and summer read.

Discussion: Trustee Flint asked for an update about a possible downtown location for the Library. Director Weinstein stated that there hasn't been any official discussion since the October Board meeting. Director Weinstein mentioned that the Physical Plant Committee anticipated a formal building/campus assessment that should aid the Board in potential capital project planning.

5. Assistant Director's Report

Assistant Director McQuillan spoke about the LLD Event Team's planning of Harry Potter Day. Over 120 patrons completed the scavenger hunt.

On February 19th, Staff detected natural gas odors in the receiving area and west mechanical room. Nicor was called and a technician found a small leak. Monaco inspected both boilers for leaks and corrected the problem area.

Assistant Director McQuillan is preparing an RFP for cleaning services for the building. The LLD Piano was tuned and foot pedals repaired.

Assistant Director McQuillan met with the West Suburban Community Pantry and Lisle Police Officers to assess ways to advertise the summer lunch program. The LLD looks to host lunches on Mondays, starting in June.

On March 1st, State Representative Amy Grant stationed a "mobile office" in the LLD foyer from noon to 2 pm. Representative Grant met with constituents and listened to their concerns and ideas.

Discussion: Trustee Flint asked how the elevator was working. Assistant Director McQuillan stated it was working very well.

6. Committee Reports

- a. Finance - The Committee met on February 25th. Treasurer Wang provided an overview of what the Committee discussed at the meeting; cash flow forecast, investment returns/maturity, and the RFP for audit services.

Discussion: Trustee Sullivan asked about the corporate cash balance. Director Weinstein referenced the LLD Fund Balance Policy. President Fisher explained the current cash balance, expected revenues, and end of year spending.

- b. Personnel/Policy - Trustee Flint stated that there were three policies that would be voted on later in the meeting. He mentioned that the Committee did not get through everything on the agenda and would like to meet again in April. He noted that Policy 200 mentions a code of conduct/ethics policy and asked the Board to vote on Policy 200 with the expectation that the Committee shall deliver a draft policy in the near future.
- c. Physical Plant - The Committee met on March 6th. Director Weinstein provided a list of the topics discussed at the meeting; building assessment, keyless entry, HVAC, countertops for the east end bathrooms, and parking lot lights.

Discussion: Trustee Flint asked about parking during Harry Potter Day and using parking spots at St. Joan of Arc Church.

7. Unfinished Business - None

8. New Business

- a. Approve Request for Proposal (RFP) for audit services

MOTION: Treasurer Wang moved to approve the Request for Proposal for audit services. Vice President Hummel seconded.

Discussion: Director Weinstein elaborated on the RFP. Trustee Sullivan asked if the Board wanted to include unincorporated Lisle in the description. Treasurer Wang highlighted the timeline for the RFP process. Trustee Sullivan recommended some edits. President Fisher asked Treasurer Wang if she wished to withdraw her motion since the Board agreed to editing the RFP.

Treasurer Wang withdrew her motion.

MOTION: Treasurer Wang moved to approve Request for Proposal for audit services as amended. Trustee Sullivan seconded.

Roll Call Vote - All Aye. The motion passed.

- b. Approve LLD Policy 342: Social Media

MOTION: Trustee Flint moved to approve LLD Policy 342: Social Media. Vice President Hummel seconded.

Discussion: Trustee Sullivan suggested an edit. The Board agreed to keep the wording as presented.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

- c. Approve LLD Policy 200: Lisle Library District (LLD) Board By-Laws

MOTION: Trustee Flint moved to approve LLD Policy 200: Lisle Library District (LLD) Board By-Laws. Vice President Hummel seconded.

Discussion: Trustee Sullivan asked if the Board would consider broadly defining the process of filling a Trustee vacancy. President Fisher stated documenting that the LLD follows Illinois election law was sufficient. Trustee Sullivan recommended listing more duties for the Vice President. Vice President Hummel stated that duties are defined by state statute. Treasurer Wang asked about LLD Committees. Director Weinstein clarified that the three required Committees are in accordance with the Illinois Public Library District Act. Treasurer Wang asked about Article XII Teleconferencing. President Fisher stated that the language is straight from the Open Meetings Act (OMA). President Fisher asked about language in Article IV regarding tie-vote candidates. He recommended eliminating “tie-vote” and simply keeping the word “candidates.” Trustee Flint referred to the upcoming instance of electing Officers when there is no President to preside over the meeting. Board members referred to Robert’s Rules of Order. Trustee Sullivan asked about the process of filling a vacancy. Trustee Flint explained the process. President Fisher asked Trustee Flint if he wished to withdraw his motion since Policy 200 had been edited.

Trustee Flint withdrew his motion.

MOTION: Trustee Flint moved to approve LLD Policy 200: Lisle Library District (LLD) Board By-Laws as amended. Vice President Hummel seconded.
Roll Call Vote - All Aye. The motion passed.

- d. Approve LLD Policy 705: Construction, Capital Improvements, and Contractual Services

MOTION: Trustee Flint moved to approve LLD Policy 705: Construction, Capital Improvements, and Contractual Services. Vice President Hummel seconded.

Discussion: Trustee Flint deferred to Assistant Director McQuillan. Assistant Director McQuillan and Director Weinstein explained the changes to the policy.

President Fisher called for a vote on the motion.

Roll Call Vote - All Aye. The motion passed.

- e. Trustee Reimbursement for meetings, conferences, and workshops

Director Weinstein apprised the Board of an ILA Trustee meeting opportunity on Saturday, March 16th in Oak Brook. She stated that there was \$1,000 in the budget for Trustee meetings and a convention line item with approximately \$825 in that account. If anyone was interested in going, Administration would register the Trustee, and should a Trustee choose to request reimbursement for travel expenses, the reimbursement form would be included in next month’s Board packet. Trustee Flint mentioned looking into a succession policy for the LLD.

9. Opportunity for Trustee comments (five minutes)

Secretary Bartelli asked when the next Physical Plant Committee meeting would occur. Vice President Hummel confirmed that it was scheduled for April 17th at 7 pm. Trustee Swistak mentioned that she attended Harry Potter Day with her family. They had a lot of fun and staff did a great job putting it all together.

10. Adjourn

MOTION: Trustee Flint moved to adjourn the meeting. Trustee Sullivan seconded.

Voice Vote - All Aye

The meeting adjourned at 7:58 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on April 10, 2019.

Approved by

Marjorie Bartelli, Secretary of the LLD Board of Trustees

June 2018 Tax Allocation Correction

In July 2018, when the library received the June tax distributions, \$212,511.45 was allocated into the Corporate Fund. \$74,868.53 should have been allocated into the Building Maintenance (.02) Fund, \$72,564.89 into the IMRF Fund and \$65,078.03 into the FICA Fund. The correction is reflected below.

Fund Name	Cash Balance 02/28/19	Cash Receipts this month	Cash Disbursed this month	Cash Balance 02/28/19	Financial Assets %	Financial Assets %
Corporate	6,171,186.72	-212,511.45		5,958,675.27	W/ Spec Res 58.19%	W/O Spec Res 84.55%
Building Maintenance	11,889.80	74,868.53		86,758.33	0.85%	1.23%
IMRF	315,638.12	72,564.89		388,203.01	3.79%	5.51%
FICA	134,277.56	65,078.03		199,355.59	1.95%	2.83%
Working Cash	414,852.33			414,852.33	4.05%	5.89%
Subtotals	7,047,844.53	0.00	0.00	7,047,844.53	68.83%	100.00%
Special Reserve	3,191,689.62			3,191,689.62	31.17%	0.00%
	10,239,534.15	0.00	0.00	10,239,534.15	100.00%	100.00%

Please see next page for official Treasurer's Report.

Treasurer's Report as of March 31 2019

Fund Name	Cash Balance 02/28/19	Cash Receipts this month	Cash Disbursed this month	Cash Balance 03/31/19	Financial Assets % W/ Spec Res	Financial Assets % W/O Spec Res
Corporate	5,958,675.33	29,907.92	332,854.87	5,655,728.38	56.90%	84.19%
Building Maintenance	86,758.33	29.04	5,093.05	81,694.32	0.82%	1.22%
IMRF	388,203.01	808.51	10,982.85	378,028.67	3.80%	5.63%
FICA	199,355.59	333.05	13,049.10	186,639.54	1.88%	2.78%
Working Cash	414,852.33	1,004.38	0.00	415,856.71	4.18%	6.19%
Subtotals	7,047,844.59	32,082.90	361,979.87	6,717,947.62	67.59%	100.00%
Special Reserve	3,191,689.62	30,053.34	0.00	3,221,742.96	32.41%	0.00%
	10,239,534.21	62,136.24	361,979.87	9,939,690.58	100.00%	100.00%

Treasurer

Date

INVESTMENT ACTIVITY

INTEREST													
Company	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	1,486.16	1,497.02	1,447.03	1,660.23	1,600.34	1,736.16	1,833.05	1,651.39	1,853.49				14,764.87
Ehlers`	1.46	10.70	1.47	1.04	0.86	1.43	1.81	1.97	29.49				50.23
Ehlers-Inv interest	1,204.39	6,782.39	5,597.35	4,977.99	9,606.48	4,075.19	840.83	7,700.77	11,718.54				52,503.93
MB Financial	5,010.51	4,791.21	6,050.57	6,224.69	5,702.43	5,484.31	4,950.38	4,182.41	4,150.29				46,546.80
Lisle Savings	66.84	69.09	69.12	66.91	66.93	69.18	69.21	64.76	67.02				609.06
Lisle CD 2635	337.46	459.22	445.33	461.12	447.17	463.03	464.00	419.94	465.86				3,963.13
Lisle CD 2669	256.60	256.90	248.89	257.48	249.45	258.06	393.78	471.19	522.83				2,915.18
IL Funds	2,184.69	2,221.51	2,221.08	2,465.39	2,459.02	2,659.62	2,777.26	2,530.94	2,850.14				22,369.65
US Bank-9853	30.82	31.85	31.86	508.03	524.98	508.03	524.99	524.98	474.14				3,159.68
US Bank-9370	2.50	2.65	2.74	2.71	2.84	2.80	2.95	3.01	2.76				24.96
TOTALS	10,581.43	16,122.54	16,115.44	16,625.59	20,660.50	15,257.81	11,858.26	17,551.36	22,134.56	0.00	0.00	0.00	146,907.49

INVESTMENTS													
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	
100,000.00	118,000.00	30,000.00	150,000.00	250,000.00	0.00	0.00	0.00	0.00	410,000.00			1,058,000.00	
	231,914.00		189,926.50	249,998.68	0.00	0.00	0.00	0.00	190,191.51			862,030.69	
100,000.00	-113,914.00	30,000.00	-39,926.50	1.32	0.00	0.00	0.00	0.00	219,808.49	0.00	0.00	195,969.31	

Lisle Library District
Revenues through March 31, 2019 (75% of FY 18-19)
Special Reserve Only

REVENUES		Current Month Mar, 2019	YTD July - Mar 2018-2019	YTD Jul - Mar 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
INTEREST/DONATIONS						
70-02-4481-00	Interest Earned - Special Reserve	\$5,053.34	\$41,861.67	\$12,701.80	\$13,000.00	322.01 %
70-04-4587-10	Restricted - Transfer from Corporate F	\$25,000.00	\$225,000.00	\$225,000.00	\$300,000.00	75.00 %
TOTAL INTEREST & CASH DONATION		\$30,053.34	\$266,861.67	\$237,701.80	\$313,000.00	85.26 %
TOTAL REVENUES		\$30,053.34	\$266,861.67	\$237,701.80	\$313,000.00	85.26 %

Lisle Library District

Revenues through March 31, 2019 (75% of FY 18-19)

No Special Reserve reflected

	Current Month Mar, 2019	YTD July - Mar 2018-2019	YTD July - Mar 2017-2018	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
REVENUES					
TAX LEVY					
10-01-4411-00 Tax Levy - Corp.	\$0.00	\$3,945,848.92	\$4,379,880.36	\$3,914,484.64	100.80 %
30-01-4413-00 Tax Levy - .02 Building/Maint.	\$0.00	\$154,159.43	\$136,387.24	\$152,136.05	101.33 %
40-01-4414-00 Tax Levy - IMRF	\$0.00	\$154,360.97	\$219,747.81	\$156,965.76	98.34 %
45-01-4415-00 Tax Levy - FICA	\$0.00	\$136,293.15	\$174,061.74	\$136,439.47	99.89 %
TOTAL TAX LEVY	\$0.00	\$4,390,662.47	\$4,910,077.15	\$4,360,025.92	100.70 %
BACK TAXES					
10-01-4441-00 Back Taxes - Corp.	\$0.00	\$2,065.96	\$1,227.72	\$40,000.00	5.16 %
30-01-4443-00 Back Taxes - .02 Building/Maint	\$0.00	\$60.55	\$38.50	\$0.00	0.00 %
40-01-4444-00 Back Taxes - IMRF	\$0.00	\$97.82	\$62.56	\$0.00	0.00 %
45-01-4445-00 Back Taxes - FICA	\$0.00	\$74.66	\$49.27	\$0.00	0.00 %
TOTAL BACK TAXES	\$0.00	\$2,298.99	\$1,378.05	\$40,000.00	5.75 %
PERSONAL PROPERTY REPLACEMENT TAX					
10-01-4461-00 Personal Property Repl. Tax - Corp	\$749.83	\$8,357.44	\$8,847.50	\$11,000.00	75.98 %
40-01-4462-00 Personal Property Repl. Tax - IMRF	\$43.27	\$482.32	\$510.61	\$600.00	80.39 %
45-01-4463-00 Personal Property Repl. Tax - FICA	\$6.80	\$75.78	\$80.23	\$100.00	75.78 %
TOTAL PERSONAL PROPERTY REPLACEMENT TAX	\$799.90	\$8,915.54	\$9,438.34	\$11,700.00	76.20 %
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	\$14,956.32	\$91,731.83	\$8,405.11	\$35,000.00	262.09 %
30-02-4474-00 Interest Earned - .02 B/M	\$29.04	\$903.42	\$1,270.18	\$1,500.00	60.23 %
40-02-4475-00 Interest Earned - IMRF	\$765.24	\$4,649.11	\$3,403.78	\$4,000.00	116.23 %
45-02-4476-00 Interest Earned - FICA	\$326.25	\$2,244.13	\$1,915.80	\$2,300.00	97.57 %
80-02-4482-00 Interest Earned - Working Cash	\$1,004.38	\$5,517.34	\$3,284.27	\$4,000.00	137.93 %
TOTAL INTEREST INCOME	\$17,081.23	\$105,045.83	\$18,279.14	\$46,800.00	224.46 %
COUNTY INTEREST					
10-02-4511-00 County Interest - Corp	\$0.00	\$1,542.44	\$0.00	\$0.00	0.00 %

Lisle Library District
Revenues through March 31, 2019 (75% of FY 18-19)
 No Special Reserve reflected

	Current Month Mar, 2019	YTD July - Mar 2018-2019	YTD July - Mar 2017-2018	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
TOTAL COUNTY INTEREST	\$0.00	\$1,542.44	\$0.00	\$0.00	0.00 %
UNREALIZED GAIN/LOSS ON INVESTMENTS					
10-02-4526-00 4526 - Unrealized Gain/Loss on Inves	\$10,755.79	\$35,713.10	\$0.00	\$0.00	0.00 %
TOTAL UNREALIZED GAIN/LOSS ON INVESTMENTS	\$10,755.79	\$35,713.10	\$0.00	\$0.00	0.00 %
DESK INCOME					
10-03-4531-00 Lost Books - Adult	\$187.50	\$1,985.26	\$2,572.83	\$3,500.00	56.72 %
10-03-4536-00 Non-Resident Fees	\$237.45	\$237.45	\$0.00	\$500.00	47.49 %
10-03-4540-00 Fines - Main Circ Desk	\$2,889.58	\$28,726.65	\$33,133.85	\$40,000.00	71.82 %
TOTAL DESK INCOME	\$3,314.53	\$30,949.36	\$35,706.68	\$44,000.00	70.34 %
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	\$0.00	\$400.00	\$96.50	\$0.00	0.00 %
10-04-4562-00 Gifts-book purchases	\$0.00	\$56.95	\$90.00	\$0.00	0.00 %
10-04-4564-00 Gifts-Equipment	\$0.00	\$478.94	\$0.00	\$0.00	0.00 %
10-04-4573-00 Copier Income	\$131.45	\$808.58	\$846.80	\$1,200.00	67.38 %
10-04-4583-00 Per Capita Grant	\$0.00	\$35,630.00	\$0.00	\$0.00	0.00 %
10-04-4584-00 Other Income - Corp.	\$0.00	\$2,010.16	\$3,729.87	\$1,000.00	201.02 %
TOTAL UNRESTRICTED INCOME	\$131.45	\$39,384.63	\$4,763.17	\$2,200.00	1,790.21 %
TOTAL REVENUES	\$32,082.90	\$4,614,512.36	\$4,979,642.53	\$4,504,725.92	102.44 %

Lisle Library District
Expenses through March 31, 2019 (75% of FY 18-19)
Special Reserve Only

	Cur Mth Mar 2019	YTD July - Mar 2018-2019	YTD July - Mar 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
SPECIAL RESERVE EXPENSES					
RENTAL, MAINT AND EQUIP EXPENSES					
70-20-5660-00 Maint/Repairs-Bldg Structure (Spec R	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00 %
70-65-5671-00 Furniture & Equipment (Spec Res)	\$0.00	\$4,357.84	\$0.00	\$200,000.00	2.18 %
70-65-5674-00 Consulting	\$0.00	\$0.00	\$26,647.44	\$50,000.00	0.00 %
TOTAL RENTAL, MAINT AND EQUIP EXPENSES	\$0.00	\$4,357.84	\$26,647.44	\$280,000.00	1.56 %
TOTAL SPECIAL RESERVE EXPENSES	\$0.00	\$4,357.84	\$26,647.44	\$280,000.00	1.56 %

Lisle Library District
Expenses through March 31, 2019 (75% of FY 18-19)
 No Special Reserve reflected

	Current Month Mar 2019	YTD July - Mar 2018-2019	YTD July - Mar 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
ALL EXPENSES					
EMPLOYEE COSTS					
Salaries					
10-10-5603-10 Administrative - Reg. Hours	\$41,986.69	\$359,300.21	\$344,734.30	\$524,814.38	68.46 %
10-10-5603-20 Adult Services - Reg. Hours	\$45,340.78	\$385,766.40	\$370,533.18	\$549,285.24	70.23 %
10-10-5603-30 Youth Services - Reg. Hours	\$28,605.76	\$239,959.79	\$230,246.12	\$346,183.57	69.32 %
10-10-5603-50 Technical Services - Reg. Hours	\$21,763.26	\$196,162.91	\$188,111.73	\$272,021.81	72.11 %
10-10-5603-60 Circulation - Reg. Hours	\$38,180.60	\$339,738.20	\$329,459.06	\$513,846.15	66.12 %
10-10-5613-10 Administrative - Sunday Hrs.	\$0.00	\$0.00	\$4,429.77	\$0.00	0.00 %
10-10-5613-20 Adult Services - Sunday Hrs.	\$0.00	\$0.00	\$17,275.10	\$0.00	0.00 %
10-10-5613-30 Youth Services - Sunday Hrs.	\$0.00	\$0.00	\$11,424.78	\$0.00	0.00 %
10-10-5613-60 Circulation - Sunday Hrs.	\$0.00	\$0.00	\$22,765.52	\$0.00	0.00 %
Total Salaries	\$175,877.09	\$1,520,927.51	\$1,518,979.56	\$2,206,151.15	68.94 %
Health and Dental Ins.					
10-10-5621-10 Hosp. Ins. - Admin	\$4,590.56	\$41,011.82	\$40,172.97	\$59,000.00	69.51 %
10-10-5621-20 Hosp. Ins. - Adult Serv.	\$7,726.80	\$69,055.68	\$67,531.83	\$111,000.00	62.21 %
10-10-5621-30 Hosp. Ins. - YS	\$2,900.45	\$30,336.73	\$32,720.56	\$48,000.00	63.20 %
10-10-5621-50 Hosp. Ins. - Tech	\$2,920.72	\$27,183.10	\$27,076.77	\$42,000.00	64.72 %
10-10-5621-60 Hosp. Ins. - Circ	\$4,551.55	\$40,839.57	\$41,064.94	\$60,000.00	68.07 %
10-10-5622-10 Dental Ins. - Admin.	\$252.69	\$2,721.40	\$2,872.83	\$4,000.00	68.04 %
10-10-5622-20 Dental Ins. - Adult Serv	\$463.85	\$5,012.12	\$5,548.02	\$6,500.00	77.11 %
10-10-5622-30 Dental Ins. - YS	\$66.48	\$1,052.55	\$1,461.09	\$2,500.00	42.10 %
10-10-5622-50 Dental Ins. - Tech	\$212.36	\$2,421.96	\$2,208.67	\$4,000.00	60.55 %
10-10-5622-60 Dental Ins. - Circ	\$275.95	\$2,855.66	\$3,302.91	\$3,000.00	95.19 %
Total Health & Dental Ins.	\$23,961.41	\$222,490.59	\$223,960.59	\$340,000.00	65.44 %
Other Staff Benefits					
10-10-5646-00 5646 Unemployment Compensat	\$0.00	\$104.87	\$263.32	\$4,000.00	2.62 %
10-10-5623-00 CompPsych Assistance Plan	\$0.00	\$0.00	\$288.60	\$870.00	0.00 %
Total Other Staff Benefits	\$0.00	\$104.87	\$551.92	\$4,870.00	2.15 %

Lisle Library District
Expenses through March 31, 2019 (75% of FY 18-19)
 No Special Reserve reflected

	Current Month Mar 2019	YTD July - Mar 2018-2019	YTD July - Mar 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	\$3,133.35	\$26,763.59	\$25,549.73	\$40,130.56	66.69 %
45-10-5625-20 FICA Expense - Adult Serv.	\$3,247.84	\$27,544.99	\$28,220.85	\$42,020.00	65.55 %
45-10-5625-30 FICA Expense - Youth Services	\$2,175.12	\$18,219.40	\$18,426.39	\$26,500.00	68.75 %
45-10-5625-50 FICA Expense - Tech Servs.	\$1,645.22	\$14,585.00	\$13,763.38	\$20,810.00	70.09 %
45-10-5625-60 FICA Expense - Circulation	\$2,847.57	\$25,327.95	\$26,229.55	\$39,310.00	64.43 %
Total FICA Expenses	\$13,049.10	\$112,440.93	\$112,189.90	\$168,770.56	66.62 %
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	\$2,670.31	\$27,454.79	\$31,449.85	\$43,000.00	63.85 %
40-10-5628-20 IMRF Expense - Adult Servs	\$3,037.84	\$31,718.65	\$37,979.59	\$45,000.00	70.49 %
40-10-5628-30 IMRF Expense - Youth Services	\$1,820.91	\$18,138.35	\$20,779.23	\$28,000.00	64.78 %
40-10-5628-50 IMRF Expense - Tech Servs.	\$1,458.16	\$16,765.12	\$17,634.75	\$22,000.00	76.21 %
40-10-5628-60 IMRF Expense - Circulation	\$1,995.63	\$19,934.82	\$24,135.49	\$42,000.00	47.46 %
Total IMRF Expenses	\$10,982.85	\$114,011.73	\$131,978.91	\$180,000.00	63.34 %
TOTAL EMPLOYEE COSTS	\$223,870.45	\$1,969,975.63	\$1,987,660.88	\$2,899,791.71	67.94 %
BUILDING COSTS					
Utilities					
10-20-5650-00 Internet Service Provider	\$450.00	\$3,150.00	\$3,600.00	\$5,400.00	58.33 %
10-20-5651-00 INet	\$0.00	\$1,810.00	\$1,810.00	\$1,810.00	100.00 %
10-20-5652-00 Utilities - Phone	\$749.42	\$5,832.13	\$5,082.99	\$8,000.00	72.90 %
10-20-5653-00 Utilities - Gas	\$2,154.32	\$6,230.66	\$4,186.19	\$7,000.00	89.01 %
10-20-5654-00 Utilities - Sewer & Water	\$88.54	\$1,841.96	\$1,683.78	\$2,750.00	66.98 %
10-20-5655-00 Utilities - Electric	\$8,014.42	\$34,148.81	\$33,579.33	\$50,000.00	68.30 %
10-20-5656-00 Verizon	\$234.79	\$635.87	\$400.64	\$1,500.00	42.39 %
Total Utilities	\$11,691.49	\$53,649.43	\$50,342.93	\$76,460.00	70.17 %
Maintenance and Repairs					
10-20-5660-00 Maint Contracts - HVAC	\$0.00	\$3,600.00	\$3,600.00	\$5,000.00	72.00 %
10-20-5661-00 Maint Contracts - Maint. Service	\$2,448.23	\$21,876.15	\$21,093.95	\$36,750.00	59.53 %

Lisle Library District
Expenses through March 31, 2019 (75% of FY 18-19)
 No Special Reserve reflected

	Current Month Mar 2019	YTD July - Mar 2018-2019	YTD July - Mar 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
10-20-5662-00 Maint Contr. - Landscape Serv.	\$11,310.00	\$37,777.50	\$26,566.90	\$34,500.00	109.50 %
10-20-5663-00 Maint/Repairs-Genl repairs, Sup	\$641.45	\$5,659.92	\$7,256.14	\$9,000.00	62.89 %
10-20-5664-00 Maint/Repairs-Non Contr. Work	\$1,695.77	\$15,228.93	\$13,763.65	\$18,700.00	81.44 %
10-20-5665-00 Rubbish Removal	\$179.09	\$1,684.41	\$1,611.81	\$2,500.00	67.38 %
Total Maintenance and Repairs	\$16,274.54	\$85,826.91	\$73,892.45	\$106,450.00	80.63 %
TOTAL BUILDING COSTS	\$27,966.03	\$139,476.34	\$124,235.38	\$182,910.00	76.25 %
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00 Postage	\$401.50	\$3,572.04	\$2,405.25	\$4,000.00	89.30 %
10-25-5710-10 Printing/Spec. Serv. - Adult	\$0.00	\$8,680.00	\$10,892.17	\$20,000.00	43.40 %
10-25-5711-00 Postage Special Serv	\$1,098.83	\$6,620.87	\$4,792.89	\$8,500.00	77.89 %
10-25-5712-00 Printing	\$69.00	\$138.00	\$620.19	\$1,000.00	13.80 %
Total Postage and Printing	\$1,569.33	\$19,010.91	\$18,710.50	\$33,500.00	56.75 %
Supplies					
10-25-5713-00 Office Supplies	\$459.81	\$3,866.51	\$2,674.03	\$5,000.00	77.33 %
10-25-5714-00 Circ. Material Supplies	\$199.64	\$4,230.42	\$2,868.03	\$9,500.00	44.53 %
10-25-5715-00 Copier Supplies	\$0.00	\$884.70	\$884.70	\$2,000.00	44.24 %
10-25-5716-00 Kitchen Supplies	\$504.17	\$4,677.72	\$3,833.42	\$6,500.00	71.96 %
10-25-5717-00 Processing Supplies	\$4,740.93	\$19,857.75	\$12,603.11	\$25,000.00	79.43 %
10-25-5718-00 Computer Supplies	(\$65.20)	\$6,187.13	\$9,003.51	\$14,500.00	42.67 %
Total Supplies	\$5,839.35	\$39,704.23	\$31,866.80	\$62,500.00	63.53 %
Other Operating Costs					
10-25-5719-00 Publishing	\$0.00	\$732.46	\$746.35	\$1,200.00	61.04 %
10-25-5722-15 Safety Deposit Box Rental	\$0.00	\$50.00	\$50.00	\$150.00	33.33 %
10-25-5723-00 Check Printing	\$0.00	\$258.78	\$0.00	\$250.00	103.51 %
10-25-5723-15 Bank Charges	\$207.34	\$2,218.02	\$1,515.28	\$1,750.00	126.74 %
10-25-5724-15 Local Travel	\$31.21	\$367.86	\$367.89	\$500.00	73.57 %
Total Other Operating Costs	\$238.55	\$3,627.12	\$2,679.52	\$3,850.00	94.21 %

Lisle Library District
Expenses through March 31, 2019 (75% of FY 18-19)
 No Special Reserve reflected

	Current Month Mar 2019	YTD July - Mar 2018-2019	YTD July - Mar 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
TOTAL OPERATING EXPENSES	\$7,647.23	\$62,342.26	\$53,256.82	\$99,850.00	62.44 %
INSURANCE					
10-30-5750-00 Fidelity Bonds	\$0.00	\$2,400.00	\$2,400.00	\$2,300.00	104.35 %
10-30-5751-00 Property Damage (All-Peril)	\$0.00	\$29,868.70	\$25,820.36	\$23,000.00	129.86 %
10-30-5754-00 5754 Workers Comp Insurance	\$217.00	\$9,053.00	\$8,555.00	\$6,400.00	141.45 %
TOTAL INSURANCE	\$217.00	\$41,321.70	\$36,775.36	\$31,700.00	130.35 %
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services	\$0.00	\$3,419.25	\$4,725.00	\$20,000.00	17.10 %
10-35-5761-00 Collection Agency	\$71.55	\$384.80	\$393.80	\$700.00	54.97 %
10-35-5762-00 Other Contr Services - Admin	\$0.00	\$2,040.00	\$1,073.00	\$3,500.00	58.29 %
10-35-5763-00 Other Contr Svcs-Tech Asst	\$9,833.01	\$19,132.88	\$24,165.16	\$30,000.00	63.78 %
10-35-5764-10 Other Contr Svcs - Library Wid	\$0.00	\$2,681.60	\$1,025.00	\$4,500.00	59.59 %
10-35-5765-10 Investment Agency Consultants	\$582.02	\$4,018.35	\$4,511.43	\$7,000.00	57.41 %
10-35-5769-00 Acct Maint & Upgrades	\$0.00	\$7,574.04	\$9,818.12	\$7,574.00	100.00 %
10-35-5770-00 5770 Contractual - Audit Fee	\$0.00	\$8,500.00	\$8,250.00	\$8,500.00	100.00 %
10-35-5771-00 Payroll Service	\$526.61	\$5,579.23	\$5,731.98	\$7,700.00	72.46 %
TOTAL CONTRACTUAL SERVICES	\$11,013.19	\$53,330.15	\$59,693.49	\$89,474.00	59.60 %
PERSONNEL DEVELOPMENT					
Staff & Trustee Development					
10-40-5783-00 Dues - Staff	\$165.00	\$3,411.00	\$4,756.00	\$5,100.00	66.88 %
10-40-5784-00 Meetings - Staff	\$91.72	\$804.05	\$957.06	\$2,000.00	40.20 %
10-40-5785-00 Conferences - Staff	\$497.30	\$6,962.47	(\$2,489.08)	\$15,000.00	46.42 %
10-40-5786-00 Employee/Volunteer Recognition	\$361.70	\$517.57	\$717.42	\$2,000.00	25.88 %
10-40-5787-00 In-Service	\$0.00	\$2,917.34	\$1,777.41	\$3,000.00	97.24 %
10-40-5788-00 Training (Cont Ed) - Staff	\$0.00	\$1,480.32	\$484.00	\$1,500.00	98.69 %
10-45-5786-70 Dues - Trustee	\$0.00	\$300.00	\$300.00	\$525.00	57.14 %
10-45-5787-70 Conferences - Trustee	\$0.00	\$175.00	\$300.00	\$1,000.00	17.50 %
10-45-5788-70 Meetings - Trustee	\$0.00	\$0.00	\$205.00	\$1,000.00	0.00 %

Lisle Library District
Expenses through March 31, 2019 (75% of FY 18-19)
 No Special Reserve reflected

	Current Month Mar 2019	YTD July - Mar 2018-2019	YTD July - Mar 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
10-45-5789-70 Training-Trustees	\$0.00	\$0.00	\$500.00	\$1,000.00	0.00 %
Total Staff & Trustee Development	\$1,115.72	\$16,567.75	\$7,507.81	\$32,125.00	51.57 %
TOTAL PERSONNEL DEVELOPMENT	\$1,115.72	\$16,567.75	\$7,507.81	\$32,125.00	51.57 %
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	\$0.00	\$48,622.70	\$48,299.07	\$50,000.00	97.25 %
Total Major Equipment	\$0.00	\$48,622.70	\$48,299.07	\$50,000.00	97.25 %
Minor Equipment					
10-48-5823-10 Minor Equip - Dir/Asst Dir	\$0.00	\$588.83	\$472.80	\$700.00	84.12 %
10-48-5823-20 Minor Equip - Adult Services	\$452.14	\$776.24	\$622.48	\$700.00	110.89 %
10-48-5823-30 Minor Equip - Youth	\$120.10	\$669.91	\$755.09	\$700.00	95.70 %
10-48-5823-50 Minor Equip - Tech Services	\$115.42	\$377.35	\$776.58	\$700.00	53.91 %
10-48-5823-60 Minor Equip - Circ	\$461.65	\$461.65	\$242.78	\$700.00	65.95 %
Total Minor Equipment	\$1,149.31	\$2,873.98	\$2,869.73	\$3,500.00	82.11 %
Equip Maint/Repairs & Rentals					
10-48-5843-00 Rental-Postage Meter	\$0.00	\$360.00	\$0.00	\$720.00	50.00 %
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	\$518.68	\$9,952.55	\$11,841.70	\$19,000.00	52.38 %
10-48-5846-00 Equip Maint/Repr-NonContr	\$434.08	\$713.20	\$1,076.13	\$1,000.00	71.32 %
Total Equip Maint/Repairs & Rentals	\$952.76	\$11,025.75	\$12,917.83	\$20,720.00	53.21 %
TOTAL EQUIPMENT COSTS	\$2,102.07	\$62,522.43	\$64,086.63	\$74,220.00	84.24 %
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	\$0.00	\$3,644.77	\$5,465.12	\$9,000.00	40.50 %
10-50-5863-30 Books - Youth Serv	\$9,026.06	\$42,303.00	\$42,693.98	\$53,000.00	79.82 %
10-50-5863-50 Books - Tech Serv	\$0.00	\$100.00	\$78.00	\$200.00	50.00 %
10-50-5864-10 Books - Non Fiction	\$7,844.12	\$77,596.79	\$50,202.62	\$82,000.00	94.63 %

Lisle Library District
Expenses through March 31, 2019 (75% of FY 18-19)
 No Special Reserve reflected

	Current Month Mar 2019	YTD July - Mar 2018-2019	YTD July - Mar 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
10-50-5865-10 Books - Adult Fiction	\$7,724.33	\$53,066.65	\$45,601.10	\$68,500.00	77.47 %
10-50-5867-20 Ref Books - Adult Serv	\$2,935.64	\$13,519.34	\$13,450.40	\$22,000.00	61.45 %
Total Books	\$27,530.15	\$190,230.55	\$157,491.22	\$234,700.00	81.05 %
Databases					
10-50-5869-20 Internet Licensed DBases	\$7,155.00	\$121,649.75	\$95,787.62	\$126,500.00	96.17 %
10-50-5872-10 Dbases - Professional	\$769.49	\$4,877.54	\$10,263.84	\$10,000.00	48.78 %
10-50-5873-30 Dbases - Youth Serv	\$0.00	\$10,504.00	\$12,259.70	\$12,700.00	82.71 %
Total Databases	\$7,924.49	\$137,031.29	\$118,311.16	\$149,200.00	91.84 %
Audio-Visual Materials					
10-50-5890-30 A-V Matls - Youth Serv	\$3,287.25	\$14,546.72	\$10,646.94	\$18,000.00	80.82 %
10-50-5895-40 A-V Matls - Adult Serv	\$9,082.28	\$88,347.09	\$65,220.69	\$102,000.00	86.61 %
Total Audio-Visual Materials	\$12,369.53	\$102,893.81	\$75,867.63	\$120,000.00	85.74 %
Periodicals/Doc Delivery					
10-50-5900-20 Periodicals - Adult Serv	\$3,363.09	\$41,019.33	\$36,822.30	\$42,000.00	97.67 %
10-50-5900-30 Periodicals - Youth Serv. Dept.	\$0.00	\$327.40	\$683.39	\$800.00	40.93 %
10-50-5900-80 Periodicals - Prof. Collections	(\$100.09)	\$2,285.84	\$3,967.46	\$4,000.00	57.15 %
10-50-5871-20 Document Delivery	\$12.00	\$21,313.23	\$20,828.29	\$22,000.00	96.88 %
Total Periodicals/Doc Delivery	\$3,275.00	\$64,945.80	\$62,301.44	\$68,800.00	94.40 %
TOTAL LIBRARY MEDIA	\$51,099.17	\$495,101.45	\$413,971.45	\$572,700.00	86.45 %
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10 Programs - Adult Services	\$2,422.42	\$13,024.38	\$11,891.20	\$16,000.00	81.40 %
10-60-5931-30 Programs - Youth Serv. Dept.	\$964.61	\$6,611.96	\$5,159.05	\$11,000.00	60.11 %
10-60-5931-40 Online Marketing	\$0.00	\$1,555.22	\$1,527.97	\$1,800.00	86.40 %
10-60-5931-50 Community Relations	\$115.18	\$4,100.45	\$4,135.51	\$6,500.00	63.08 %
Total Programs	\$3,502.21	\$25,292.01	\$22,713.73	\$35,300.00	71.65 %

Lisle Library District
Expenses through March 31, 2019 (75% of FY 18-19)
 No Special Reserve reflected

	Current Month Mar 2019	YTD July - Mar 2018-2019	YTD July - Mar 2017-2018	FY 18-19 Annual Budget	FY 18-19 % of Budget to YTD
Readers Service's					
10-60-5940-10 Reader Services - Adult Serv. De	\$0.00	\$1,895.79	\$168.56	\$2,000.00	94.79 %
10-60-5940-30 Reader Services - Youth Serv. D	\$484.71	\$3,731.38	\$2,374.36	\$5,000.00	74.63 %
Total Readers Services's	\$484.71	\$5,627.17	\$2,542.92	\$7,000.00	80.39 %
TOTAL PROGRAMS AND READER'S SERVICES					
	\$3,986.92	\$30,919.18	\$25,256.65	\$42,300.00	73.10 %
RESTRICTED USAGE EXPENSES					
10-80-5980-80 Restricted - Gifts	\$0.00	\$550.74	\$0.00	\$0.00	0.00 %
10-80-5981-80 Restricted - Per Capita Grant	\$2,869.04	\$2,869.04	\$0.00	\$0.00	0.00 %
10-80-5984-80 Transfer to Special Reserve	\$25,000.00	\$225,000.00	\$225,000.00	\$300,000.00	75.00 %
10-80-5986-80 IMRF Funding	\$0.00	\$50,000.00	\$200,000.00	\$50,000.00	100.00 %
TOTAL RESTRICTED USAGE EXPENSES	\$27,869.04	\$278,419.78	\$425,000.00	\$350,000.00	79.55 %
.02 BLDG/MAINT EXPENSES					
30-65-5920-00 Network - Purchases (.02 B/M)	\$2,458.35	\$16,569.07	\$6,569.96	\$60,000.00	27.62 %
30-65-5925-00 Network - Maint. (.02 B/M)	\$2,634.70	\$25,586.12	\$16,844.17	\$30,000.00	85.29 %
30-65-5926-00 Maint - Bldg Structure (.02 B/M)	\$0.00	\$105,557.00	\$33,925.58	\$65,000.00	162.40 %
Total .02 BLDG/MAINT EXPENSES	\$5,093.05	\$147,712.19	\$57,339.71	\$155,000.00	95.30 %
CONTINGENCY					
10-90-5999-00 Contingency	\$0.00	\$0.00	\$500.00	\$25,000.00	0.00 %
Total	\$0.00	\$0.00	\$500.00	\$25,000.00	0.00 %
TOTAL ALL EXPENSES	\$361,979.87	\$3,297,688.86	\$3,255,284.18	\$4,555,070.71	72.40 %

Lisle Library District

Accounts Payable for April 10, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
4imprint, Inc. 4imprint, Inc.	4/10/2019 PFI-17478612	Summer Reading Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$3,576.90
					Totals for 4imprint, Inc.:	\$3,576.90
AlphaGraphics AlphaGraphics	4/10/2019 57387	Garden Signs Invoice	Paid	10-60-5931-50	Community Relations	\$28.42
					Totals for AlphaGraphics:	\$28.42
Anderson Pest Solutions Anderson Pest Solutions	4/10/2019 5105505	Pest Control Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$145.23
					Totals for Anderson Pest Solutions:	\$145.23
Baker & Taylor (C4053863) Baker & Taylor (C4053863)	4/10/2019 033119	YS -Continuations Invoice	Paid	10-50-5863-30	Books - Youth Serv	\$38.14
					Totals for Baker & Taylor (C4053863):	\$38.14
Baker & Taylor (L4171582) Baker & Taylor (L4171582)	4/10/2019 033119	Audio Books & Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Matls - Adult Serv Processing Supplies	\$1,067.24 \$124.80
					Totals for Baker & Taylor (L4171582):	\$1,192.04
Baker & Taylor (C5223353) Baker & Taylor (C5223353)	4/10/2019 033119	Continuations Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv	\$926.52
					Totals for Baker & Taylor (C5223353):	\$926.52
Baker & Taylor (C5223433) Baker & Taylor (C5223433)	4/10/2019 033119	Continuations Invoice	Paid	10-50-5864-10	Books - Non Fiction	\$907.33
					Totals for Baker & Taylor (C5223433):	\$907.33

Lisle Library District

Accounts Payable for April 10, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Baker & Taylor (L0334152)	4/10/2019 033119	Circ & Processing Invoice	Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$6,913.35 \$310.70
Baker & Taylor (L3965522) Baker & Taylor (L3965522)	4/10/2019 033119	Unprocessed Invoice	Paid	10-50-5864-10	<i>Totals for Baker & Taylor (L0334152):</i>	<i>\$7,224.05</i>
Baker & Taylor (L4171782) Baker & Taylor (L4171782)	4/10/2019 033119	Auto Yours & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv Processing Supplies	\$95.38 \$2.30
Baker & Taylor (L4342812) Baker & Taylor (L4342812)	4/10/2019 033119	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	<i>Totals for Baker & Taylor (L4171782):</i>	<i>\$97.68</i>
Baker & Taylor (L5202982) Baker & Taylor (L5202982)	4/10/2019 033119	PBS & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$194.98 \$46.00
Baker & Taylor (L5425632) Baker & Taylor (L5425632)	4/10/2019 033119	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	<i>Totals for Baker & Taylor (L5202982):</i>	<i>\$240.98</i>
Baker & Taylor (L5543202) Baker & Taylor (L5543202)	4/10/2019 031319	Books - Fiction & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$5,934.13 \$228.70
Case Lots, Inc. Case Lots, Inc.	4/10/2019 8136	Misc. Janitorial Supplies Invoice	Paid	10-20-5663-00	<i>Totals for Baker & Taylor (L5543202):</i>	<i>\$6,162.83</i>
					Maint/Repairs-Genl repairs, Supplies	\$371.80

Lisle Library District

Accounts Payable for April 10, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
CFRA CFRA	4/10/2019 INV109477	Industry Surveys Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv	\$3,225.00
					<i>Totals for Case Lots, Inc.:</i>	<u>\$371.80</u>
Compact Disc Source Compact Disc Source	4/10/2019 76608	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$320.13
	4/10/2019 76607	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$122.70
	4/10/2019 76632	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$117.70
	4/10/2019 76631	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$50.13
	4/10/2019 76656	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$247.53
	4/10/2019 76655	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$95.63
	4/10/2019 76705	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$130.91
	4/10/2019 76700	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$50.75
	4/10/2019 76361	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$208.68
	4/10/2019 76362	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$84.64
					<i>Totals for Compact Disc Source:</i>	<u>\$1,428.80</u>

Lisle Library District Accounts Payable for April 10, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Complete Cleaning Company	4/10/2019 C09459	April Cleaning Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$2,303.00
Demco, Inc. Demco, Inc.	4/10/2019 6571482	Media Pouches Invoice	Paid	10-25-5717-00	Processing Supplies	\$175.82
					<i>Totals for Complete Cleaning Company:</i>	<u>\$2,303.00</u>
	4/10/2019 6574780	Supplies for Circ Services Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$414.78
					<i>Totals for Demco, Inc.:</i>	<u>\$590.60</u>
Discount School Supply Discount School Supply	4/10/2019 W33632390101	Posterboard Trim Invoice	Paid	10-25-5713-00	Office Supplies	\$28.28
					<i>Totals for Discount School Supply:</i>	<u>\$28.28</u>
DuPage County Public Works DuPage County Public Works	4/10/2019 031219	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	\$87.82
					<i>Totals for DuPage County Public Works:</i>	<u>\$87.82</u>
Xavier Duran Xavier Duran	4/10/2019 032919	Craft Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$138.24
					<i>Totals for Xavier Duran:</i>	<u>\$138.24</u>
EnvisionWare, INC. EnvisionWare, INC.	4/10/2019 INV-US-40970	Annual Maintenance - Scann Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$7,715.71
					<i>Totals for EnvisionWare, INC.:</i>	<u>\$7,715.71</u>
ESL Supplies ESL Supplies	4/10/2019 R077612734	Literacy/ELD Life Skills Invoice	Paid	10-50-5863-20	Literacy/ESL	\$199.50
					<i>Totals for ESL Supplies:</i>	<u>\$199.50</u>

Lisle Library District

Accounts Payable for April 10, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Findaway World Findaway World	4/10/2019 281731	Playaways Invoice	Paid	10-50-5890-30	A-V Matls - Youth Serv	\$712.45
					<i>Totals for Findaway World:</i>	<u>\$712.45</u>
Pam Freer Pam Freer	4/10/2019 033119	Book Group Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$8.78
					<i>Totals for Pam Freer:</i>	<u>\$8.78</u>
Garvey's Office Products Garvey's Office Products	4/10/2019 PINV1700844	Processing Invoice	Paid	10-25-5713-00	Office Supplies	\$32.88
					<i>Totals for Garvey's Office Products:</i>	<u>\$32.88</u>
Graham Crackers Comics Graham Crackers Comics	4/10/2019 050419	Program: Comic Book Giveav Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$101.15
					<i>Totals for Graham Crackers Comics:</i>	<u>\$101.15</u>
Gail Graziani Gail Graziani	4/10/2019 032719	Book Group Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$11.98
					<i>Totals for Gail Graziani:</i>	<u>\$11.98</u>
H. W. Wilson Company, Inc. H. W. Wilson Company, Inc.	4/10/2019 352305	Core Collection Update Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv	\$432.50
					<i>Totals for H. W. Wilson Company, Inc.:</i>	<u>\$432.50</u>
Hagg Press Hagg Press	4/10/2019 107872	April - May Newsletter Invoice	Paid	10-25-5710-10	Printing/Spec. Serv. - Adult	\$2,170.00
					<i>Totals for Hagg Press:</i>	<u>\$2,170.00</u>

Lisle Library District Accounts Payable for April 10, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Sandy Hayes	4/10/2019 031419	Spiceworks Tech Users Grou Invoice	Paid	10-40-5784-00	Meetings - Staff	\$25.64
	4/10/2019 092219	Spice World Conference Invoice	Paid	10-40-5785-00	Conferences - Staff	\$168.98
	4/10/2019 092619	Spice World Conference Invoice	Paid	10-40-5785-00	Conferences - Staff	\$203.98
Hewlett-Packard Company Hewlett-Packard Company						<u>Totals for Sandy Hayes:</u> \$398.60
	4/10/2019 0437004	Lexmark Printer Usage Invoice	Paid	10-25-5718-00	Computer Supplies	\$964.97
Home Depot Credit Service Home Depot Credit Service						<u>Totals for Hewlett-Packard Company:</u> \$964.97
	4/10/2019 2510510	Sign Posts Invoice	Paid	10-48-5846-00	Equip Maint/Repr-NonContr	\$24.90
IHLS - OCLC IHLS - OCLC						<u>Totals for Home Depot Credit Service:</u> \$24.90
	4/10/2019 18299	ILL Fee Management Invoice	Paid	10-50-5871-20	Document Delivery	\$20.25
InfoUSA Marketing, Inc. InfoUSA Marketing, Inc.						<u>Totals for IHLS - OCLC:</u> \$20.25
	4/10/2019 10003498258	Reference USA Renewal Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$5,355.00
Innovative Interfaces Innovative Interfaces						<u>Totals for InfoUSA Marketing, Inc.:</u> \$5,355.00
	4/10/2019 INV-INC21146	Polaris Software Migration Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$1,800.00
Johnson Controls Security Solutions Johnson Controls Security Solutions						<u>Totals for Innovative Interfaces:</u> \$1,800.00
	4/10/2019 32242055	Security Monitoring Invoice	Paid	10-48-5845-00	Equip Maint/Rept-Contr-Lib. Wide	\$870.83

Lisle Library District

Accounts Payable for April 10, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
	4/10/2019 41255545	Fire Safety Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$2,173.00
Karen Chan Financial Education & Consulting					<i>Totals for Johnson Controls Security Solutions:</i>	<u>\$3,043.83</u>
Karen Chan Financial Education & Consul	4/10/2019 040419	Program: Getting The Most f Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$250.00
Matthew Bender & Co.					<i>Totals for Karen Chan Financial Education & Consulting:</i>	<u>\$250.00</u>
Matthew Bender & Co.	4/10/2019 09505385	Employment in IL Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv	\$147.43
Midwest Tape (7288)					<i>Totals for Matthew Bender & Co.:</i>	<u>\$147.43</u>
Midwest Tape (7288)	4/10/2019 040119	DVDs/Blu-rays W/Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Matls - Adult Serv Processing Supplies	\$2,512.17 \$719.75
Midwest Tape (7291)					<i>Totals for Midwest Tape (7288):</i>	<u>\$3,231.92</u>
Midwest Tape (7291)	4/10/2019 040119	JH CDs, YS DVD/Blu-rays Invoice	Paid	10-50-5890-30	A-V Matls - Youth Serv	\$387.56
Midwest Tape					<i>Totals for Midwest Tape (7291):</i>	<u>\$387.56</u>
Midwest Tape	4/10/2019 97055675	Hoopla Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$4,107.08
	4/10/2019 97200526	Hoopla Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$4,539.90
Monaco Mechanical Service, Inc.					<i>Totals for Midwest Tape:</i>	<u>\$8,646.98</u>
Monaco Mechanical Service, Inc.	4/10/2019 18315	Inspect Boilers Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$457.32

Lisle Library District

Accounts Payable for April 10, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Montano's Landscaping & Nursery, Inc Montano's Landscaping & Nursery, Inc	4/10/2019 18314	Replace Gas Valves Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$1,273.33
	4/10/2019 18341	HVAC Contract Invoice	Paid	10-20-5660-00	Maint Contracts - HVAC	\$1,200.00
	Totals for Monaco Mechanical Service, Inc.:					<u>\$2,930.85</u>
Laura Murff Laura Murff	4/10/2019 030819	Snow Removal - March Invoice	Paid	10-20-5662-00	Maint Contr. - Landscape Serv.	\$500.00
	Totals for Montano's Landscaping & Nursery, Inc:					<u>\$500.00</u>
	Totals for Laura Murff:					<u>\$34.91</u>
NCPERS Group Life Ins NCPERS Group Life Ins	4/10/2019 4602042019	Payroll Withholding Invoice	Paid	10-00-2638-00	Vol. Life (NCPERS)	\$96.00
	Totals for NCPERS Group Life Ins:					<u>\$96.00</u>
	Totals for NICOR:					<u>\$854.04</u>
NICOR NICOR	4/10/2019 030819	Usage Invoice	Paid	10-20-5653-00	Utilities - Gas	\$854.04
	Totals for NICOR:					<u>\$854.04</u>
	Totals for Outsource Solutions Group, Inc.:					<u>\$800.00</u>
Outsource Solutions Group, Inc. Outsource Solutions Group, Inc.	4/10/2019 46120	Monthly Maintenance Invoice	Paid	10-35-5763-00	Other Contr Svcs-Tech Asst	\$800.00
	4/10/2019 46270	Backup Software Licenses Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$200.00
	Totals for Outsource Solutions Group, Inc.:					<u>\$1,000.00</u>
OverDrive, Inc. OverDrive, Inc.	4/10/2019 CD0110719041977	Advantage Titles Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$55.00
	Totals for OverDrive, Inc.:					<u>\$55.00</u>
	Totals for All Vendors:					<u>\$3,385.89</u>

Lisle Library District Accounts Payable for April 10, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Patriot Electric & Technologies Patriot Electric & Technologies	4/10/2019 CD0110719046846	Advantage Titles Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$119.97
	4/10/2019 CD0110719049641	Advantage Titles Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$1,000.00
	4/10/2019 CD0110718237397	Digital Materials Invoice	Paid	10-50-5890-30	A-V Matls - Youth Serv	\$2,000.00
	4/10/2019 CD0110719059768	Advantage Titles Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	\$1,000.00
	<i>Totals for OverDrive, Inc.:</i>					<u>\$4,174.97</u>
Winona Patterson Winona Patterson	4/10/2019 726222	Emergency Lights Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$710.00
	<i>Totals for Patriot Electric & Technologies:</i>					<u>\$710.00</u>
ProQuest LLC ProQuest LLC	4/10/2019 031519	RAILS Conference Invoice	Paid	10-40-5785-00	Conferences - Staff	\$40.17
	<i>Totals for Winona Patterson:</i>					<u>\$40.17</u>
Republic Services Republic Services	4/10/2019 70564690	WSJ Annual Subscription Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$751.00
	<i>Totals for ProQuest LLC:</i>					<u>\$751.00</u>
	4/10/2019 0551-014374398	Rubbish Invoice	Paid	10-20-5665-00	Rubbish Removal	\$179.09
Will Savage Will Savage	<i>Totals for Republic Services:</i>					<u>\$179.09</u>
	4/10/2019 030619	PJ Storytime Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$5.99

Lisle Library District Accounts Payable for April 10, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Noelle Spicher Noelle Spicher	4/10/2019 030819	LACONI Meeting Invoice	Paid	10-40-5784-00	Meetings - Staff	\$21.46
	4/10/2019 032019	PJ Storytime, Kids Club Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$19.44
Totals for Will Savage:						\$46.89
Anna Stange Anna Stange	4/10/2019 032219	C2E2 Conference Invoice	Paid	10-40-5785-00	Conferences - Staff	\$24.75
	4/10/2019 042619	Program: Green Cleaners Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$225.00
Totals for Noelle Spicher:						\$24.75
Staples Advantage Staples Advantage	4/10/2019 1623439616	Misc. Kitchen, Office & Jani Invoice	Paid	10-25-5716-00	Kitchen Supplies	\$131.73
				10-25-5713-00	Office Supplies	\$210.98
				10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$84.12
Totals for Anna Stange:						\$225.00
Townsend Press Townsend Press	4/10/2019 392157	Literacy Social/Emotional Sto Invoice	Paid	10-50-5863-20	Literacy/ESL	\$29.76
	4/10/2019 9826525583	Wireless Hotspots Invoice	Paid	10-20-5656-00	Verizon	\$108.03
Totals for Townsend Press:						\$29.76
Village of Lisle Village of Lisle	4/10/2019 360000283	Internet Service Feb/Mar Invoice	Paid	10-20-5650-00	Internet Service Provider	\$450.00
					Totals for Verizon:	\$108.03

Lisle Library District

Accounts Payable for April 10, 2019

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
David Wylly David Wylly	4/10/2019 032619	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	\$133.34
	4/10/2019 042319	Program: Medicare 101 Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$50.00
					<i>Totals for Village of Lisle:</i>	<u>\$583.34</u>
					<i>Totals for David Wylly:</i>	<u>\$50.00</u>

Lisle Library District

Accounts Payable for April 10, 2019

Account Summary

Account Number	Description	Net Amount
10-00-2638-00	Vol. Life (NCPERS)	\$96.00
10-20-5650-00	Internet Service Provider	\$450.00
10-20-5653-00	Utilities - Gas	\$854.04
10-20-5654-00	Utilities - Sewer & Water	\$221.16
10-20-5656-00	Verizon	\$108.03
10-20-5660-00	Maint Contracts - HVAC	\$1,200.00
10-20-5661-00	Maint Contracts - Maint. Service	\$2,448.23
10-20-5662-00	Maint Contr. - Landscape Serv.	\$500.00
10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$455.92
10-20-5664-00	Maint/Repairs-Non Contr. Work	\$2,440.85
10-20-5665-00	Rubbish Removal	\$179.09
10-25-5710-10	Printing/Spec. Serv. - Adult	\$2,170.00
10-25-5713-00	Office Supplies	\$272.14
10-25-5714-00	Circ. Material Supplies	\$414.78
10-25-5716-00	Kitchen Supplies	\$131.73
10-25-5717-00	Processing Supplies	\$2,201.47
10-25-5718-00	Computer Supplies	\$964.97
10-35-5763-00	Other Contr Svcs-Tech Asst	\$800.00
10-40-5784-00	Meetings - Staff	\$82.01
10-40-5785-00	Conferences - Staff	\$437.88
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$870.83
10-48-5846-00	Equip Maint/Repr-NonContr	\$24.90
10-50-5863-20	Literacy/ESL	\$229.26
10-50-5863-30	Books - Youth Serv	\$4,183.37
10-50-5864-10	Books - Non Fiction	\$7,826.35
10-50-5865-10	Books - Adult Fiction	\$6,129.11
10-50-5867-20	Ref Books - Adult Serv	\$4,584.02
10-50-5869-20	Internet Licensed DBases	\$6,106.00
10-50-5871-20	Document Delivery	\$20.25
10-50-5890-30	A-V Mats - Youth Serv	\$3,100.01
10-50-5895-40	A-V Mats - Adult Serv	\$15,426.31
10-50-5900-20	Periodicals - Adult Serv	\$147.43
10-60-5931-10	Programs - Adult Services	\$785.15

**Lisle Library District
Accounts Payable for April 10, 2019**

10-60-5931-30	Programs - Youth Serv. Dept.	\$3,602.33
10-60-5931-50	Community Relations	\$28.42
30-65-5925-00	Network - Maint. (.02 B/M)	\$9,715.71
30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$2,173.00
	GRAND TOTAL:	\$81,380.75

Lisle Library District

Account Distribution Report by Number

April 10, 2019

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-00-2638-00, Vol. Life (NCPERS)									
4/10/2019	4602042019	Invoice	5678-167	NCPERS Group Life Ins	NCPERS Group Life I	Posted	4/10/2019	\$96.00	\$0.00
					Totals for 10-00-2638-00, Vol. Life (NCPERS):			\$96.00	\$0.00
10-20-5650-00, Internet Service Provider									
4/10/2019	3600000283	Invoice	5678-183	Village of Lisle	Village of Lisle-360000	Posted	4/10/2019	\$450.00	\$0.00
					Totals for 10-20-5650-00, Internet Service Provider:			\$450.00	\$0.00
10-20-5653-00, Utilities - Gas									
4/10/2019	030819	Invoice	5678-055	NICOR	NICOR-030819	Posted	4/10/2019	\$854.04	\$0.00
					Totals for 10-20-5653-00, Utilities - Gas:			\$854.04	\$0.00
10-20-5654-00, Utilities - Sewer & Water									
4/10/2019	031219	Invoice	5678-081	DuPage County Public Works	DuPage County Public	Posted	4/10/2019	\$87.82	\$0.00
4/10/2019	032619	Invoice	5678-195	Village of Lisle	Village of Lisle-03261	Posted	4/10/2019	\$133.34	\$0.00
					Totals for 10-20-5654-00, Utilities - Sewer & Water:			\$221.16	\$0.00
10-20-5656-00, Verizon									
4/10/2019	9826525583	Invoice	5678-193	Verizon	Verizon-9826525583	Posted	4/10/2019	\$108.03	\$0.00
					Totals for 10-20-5656-00, Verizon:			\$108.03	\$0.00
10-20-5660-00, Maint Contracts - HVAC									
4/10/2019	18341	Invoice	5678-275	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	4/10/2019	\$1,200.00	\$0.00
					Totals for 10-20-5660-00, Maint Contracts - HVAC:			\$1,200.00	\$0.00
10-20-5661-00, Maint Contracts - Maint. Service									
4/10/2019	5105505	Invoice	5678-073	Anderson Pest Solutions	Anderson Pest Solutio	Posted	4/10/2019	\$145.23	\$0.00
4/10/2019	C09459	Invoice	5678-185	Complete Cleaning Company	Complete Cleaning Co	Posted	4/10/2019	\$2,303.00	\$0.00
					Totals for 10-20-5661-00, Maint Contracts - Maint. Service:			\$2,448.23	\$0.00
10-20-5662-00, Maint Contr. - Landscape Serv.									
4/10/2019	040219	Invoice	5678-273	Montano's Landscaping & Nur	Montano's Landscapin	Posted	4/10/2019	\$500.00	\$0.00
					Totals for 10-20-5662-00, Maint Contr. - Landscape Serv.:			\$500.00	\$0.00
10-20-5663-00, Maint/Repairs-Genl repairs, Supplies									
4/10/2019	8136	Invoice	5678-085	Case Lots, Inc.	Case Lots, Inc.-8136	Posted	4/10/2019	\$371.80	\$0.00
4/10/2019	1623439616	Invoice	5678-208	Staples Advantage	Staples Advantage-162	Posted	4/10/2019	\$84.12	\$0.00
					Totals for 10-20-5663-00, Maint/Repairs-Genl repairs, Supplies:			\$455.92	\$0.00
10-20-5664-00, Maint/Repairs-Non Contr. Work									
4/10/2019	726222	Invoice	5678-077	Patriot Electric & Technologies	Patriot Electric & Tech	Posted	4/10/2019	\$710.00	\$0.00

Lisle Library District

Account Distribution Report by Number

April 10, 2019

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
4/10/2019	18315	Invoice	5678-155	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	4/10/2019	\$457.32	\$0.00
4/10/2019	18314	Invoice	5678-157	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	4/10/2019	\$1,273.53	\$0.00
10-20-5665-00, Rubbish Removal									
4/10/2019	0551-014374398	Invoice	5678-203	Republic Services	Republic Services-055	Posted	4/10/2019	\$179.09	\$0.00
10-25-5710-10, Printing/Spec. Serv. - Adult									
4/10/2019	107872	Invoice	5678-197	Hagg Press	Hagg Press-107872	Posted	4/10/2019	\$2,170.00	\$0.00
10-25-5713-00, Office Supplies									
4/10/2019	PINV1700844	Invoice	5678-083	Garvey's Office Products	Garvey's Office Produc	Posted	4/10/2019	\$32.88	\$0.00
4/10/2019	1623439616	Invoice	5678-207	Staples Advantage	Staples Advantage-162	Posted	4/10/2019	\$210.98	\$0.00
4/10/2019	W33632390101	Invoice	5678-256	Discount School Supply	Discount School Suppl	Posted	4/10/2019	\$28.28	\$0.00
10-25-5714-00, Circ. Material Supplies									
4/10/2019	6574780	Invoice	5678-201	Demco, Inc.	Demco, Inc.-6574780	Posted	4/10/2019	\$414.78	\$0.00
10-25-5716-00, Kitchen Supplies									
4/10/2019	1623439616	Invoice	5678-205	Staples Advantage	Staples Advantage-162	Posted	4/10/2019	\$131.73	\$0.00
10-25-5717-00, Processing Supplies									
4/10/2019	76607	Invoice	5678-003	Compact Disc Source	Compact Disc Source	Posted	4/10/2019	\$122.70	\$0.00
4/10/2019	76631	Invoice	5678-067	Compact Disc Source	Compact Disc Source	Posted	4/10/2019	\$50.13	\$0.00
4/10/2019	76655	Invoice	5678-145	Compact Disc Source	Compact Disc Source	Posted	4/10/2019	\$95.63	\$0.00
4/10/2019	6571482	Invoice	5678-169	Demco, Inc.	Demco, Inc.-6571482	Posted	4/10/2019	\$175.82	\$0.00
4/10/2019	76700	Invoice	5678-173	Compact Disc Source	Compact Disc Source	Posted	4/10/2019	\$50.75	\$0.00
4/10/2019	76362	Invoice	5678-177	Compact Disc Source	Compact Disc Source	Posted	4/10/2019	\$84.64	\$0.00
4/10/2019	033119	Invoice	5678-217	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	4/10/2019	\$310.70	\$0.00
4/10/2019	033119	Invoice	5678-222	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	4/10/2019	\$124.80	\$0.00
4/10/2019	033119	Invoice	5678-225	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	4/10/2019	\$2.30	\$0.00
4/10/2019	033119	Invoice	5678-228	Baker & Taylor (L4342812)	Baker & Taylor (L4342	Posted	4/10/2019	\$18.20	\$0.00
4/10/2019	033119	Invoice	5678-231	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	4/10/2019	\$46.00	\$0.00
4/10/2019	033119	Invoice	5678-234	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	4/10/2019	\$171.35	\$0.00
Totals for 10-20-5664-00, Maint/Repairs-Non Contr. Work:									\$0.00
Totals for 10-20-5665-00, Rubbish Removal:									\$0.00
Totals for 10-25-5710-10, Printing/Spec. Serv. - Adult:									\$0.00
Totals for 10-25-5713-00, Office Supplies:									\$0.00
Totals for 10-25-5714-00, Circ. Material Supplies:									\$0.00
Totals for 10-25-5716-00, Kitchen Supplies:									\$0.00

Lisle Library District

Account Distribution Report by Number

April 10, 2019

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
4/10/2019	031319	Invoice	5678-237	Baker & Taylor (L5543202)	Baker & Taylor (L5543) Posted		4/10/2019	\$228.70	\$0.00
4/10/2019	040119	Invoice	5678-262	Midwest Tape (7288)	Midwest Tape (7288)- Posted		4/10/2019	\$719.75	\$0.00
10-25-5718-00, Computer Supplies					Totals for 10-25-5717-00, Processing Supplies:		\$2,201.47	\$0.00	
4/10/2019	0437004	Invoice	5678-057	Hewlett-Packard Company	Hewlett-Packard Comp Posted		4/10/2019	\$964.97	\$0.00
10-35-5763-00, Other Contr Svcs-Tech Asst					Totals for 10-25-5718-00, Computer Supplies:		\$964.97	\$0.00	
4/10/2019	46120	Invoice	5678-069	Outsource Solutions Group, In	Outsource Solutions G Posted		4/10/2019	\$800.00	\$0.00
10-40-5784-00, Meetings - Staff					Totals for 10-35-5763-00, Other Contr Svcs-Tech Asst:		\$800.00	\$0.00	
4/10/2019	030819	Invoice	5678-053	Will Savage	Will Savage-030819 Posted		4/10/2019	\$21.46	\$0.00
4/10/2019	031419	Invoice	5678-059	Sandy Hayes	Sandy Hayes-031419 Posted		4/10/2019	\$25.64	\$0.00
4/10/2019	030819	Invoice	5678-063	Laura Murff	Laura Murff-030819 Posted		4/10/2019	\$34.91	\$0.00
10-40-5785-00, Conferences - Staff					Totals for 10-40-5784-00, Meetings - Staff:		\$82.01	\$0.00	
4/10/2019	031519	Invoice	5678-151	Winona Patterson	Winona Patterson-031 Posted		4/10/2019	\$40.17	\$0.00
4/10/2019	092219	Invoice	5678-163	Sandy Hayes	Sandy Hayes-092219 Posted		4/10/2019	\$168.98	\$0.00
4/10/2019	092619	Invoice	5678-165	Sandy Hayes	Sandy Hayes-092619 Posted		4/10/2019	\$203.98	\$0.00
4/10/2019	032219	Invoice	5678-254	Noelle Spicher	Noelle Spicher-032219 Posted		4/10/2019	\$24.75	\$0.00
10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide					Totals for 10-40-5785-00, Conferences - Staff:		\$437.88	\$0.00	
4/10/2019	32242055	Invoice	5678-147	Johnson Controls Security Solu	Johnson Controls Secu Posted		4/10/2019	\$870.83	\$0.00
10-48-5846-00, Equip Maint/Repr-NonContr					Totals for 10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide:		\$870.83	\$0.00	
4/10/2019	2510510	Invoice	5678-159	Home Depot Credit Service	Home Depot Credit Se Posted		4/10/2019	\$24.90	\$0.00
10-50-5863-20, Literacy/ESL					Totals for 10-48-5846-00, Equip Maint/Repr-NonContr:		\$24.90	\$0.00	
4/10/2019	R077612734	Invoice	5678-246	ESL Supplies	ESL Supplies-R077612 Posted		4/10/2019	\$199.50	\$0.00
4/10/2019	392157	Invoice	5678-248	Townsend Press	Townsend Press-3921 Posted		4/10/2019	\$29.76	\$0.00
10-50-5863-30, Books - Youth Serv					Totals for 10-50-5863-20, Literacy/ESL:		\$229.26	\$0.00	
4/10/2019	033119	Invoice	5678-209	Baker & Taylor (C4053863)	Baker & Taylor (C4053 Posted		4/10/2019	\$38.14	\$0.00

Lisle Library District

Account Distribution Report by Number

April 10, 2019

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
4/10/2019	033119	Invoice	5678-223	Baker & Taylor (L4171782)	Baker & Taylor (L4171782)	Posted	4/10/2019	\$95.38	\$0.00
4/10/2019	033119	Invoice	5678-226	Baker & Taylor (L4342812)	Baker & Taylor (L4342812)	Posted	4/10/2019	\$557.92	\$0.00
4/10/2019	033119	Invoice	5678-232	Baker & Taylor (L5425632)	Baker & Taylor (L5425632)	Posted	4/10/2019	\$3,491.93	\$0.00
Totals for 10-50-5863-30, Books - Youth Serv:								\$4,183.37	\$0.00
10-50-5864-10, Books - Non Fiction									
4/10/2019	033119	Invoice	5678-213	Baker & Taylor (C5223433)	Baker & Taylor (C5223433)	Posted	4/10/2019	\$907.33	\$0.00
4/10/2019	033119	Invoice	5678-215	Baker & Taylor (L0334152)	Baker & Taylor (L0334152)	Posted	4/10/2019	\$6,913.35	\$0.00
4/10/2019	033119	Invoice	5678-218	Baker & Taylor (L3965522)	Baker & Taylor (L3965522)	Posted	4/10/2019	\$5.67	\$0.00
Totals for 10-50-5864-10, Books - Non Fiction:								\$7,826.35	\$0.00
10-50-5865-10, Books - Adult Fiction									
4/10/2019	033119	Invoice	5678-229	Baker & Taylor (L5202982)	Baker & Taylor (L5202982)	Posted	4/10/2019	\$194.98	\$0.00
4/10/2019	031319	Invoice	5678-235	Baker & Taylor (L5543202)	Baker & Taylor (L5543202)	Posted	4/10/2019	\$5,934.13	\$0.00
Totals for 10-50-5865-10, Books - Adult Fiction:								\$6,129.11	\$0.00
10-50-5867-20, Ref Books - Adult Serv									
4/10/2019	352305	Invoice	5678-149	H. W. Wilson Company, Inc.	H. W. Wilson Company	Posted	4/10/2019	\$432.50	\$0.00
4/10/2019	033119	Invoice	5678-211	Baker & Taylor (C5223353)	Baker & Taylor (C5223353)	Posted	4/10/2019	\$926.52	\$0.00
4/10/2019	INV109477	Invoice	5678-271	CFRA	CFRA-INV109477	Posted	4/10/2019	\$3,225.00	\$0.00
Totals for 10-50-5867-20, Ref Books - Adult Serv:								\$4,584.02	\$0.00
10-50-5869-20, Internet Licensed DBases									
4/10/2019	70564690	Invoice	5678-011	ProQuest LLC	ProQuest LLC-70564690	Posted	4/10/2019	\$751.00	\$0.00
4/10/2019	10003498258	Invoice	5678-244	InfoUSA Marketing, Inc.	InfoUSA Marketing, Inc	Posted	4/10/2019	\$5,355.00	\$0.00
Totals for 10-50-5869-20, Internet Licensed DBases:								\$6,106.00	\$0.00
10-50-5871-20, Document Delivery									
4/10/2019	18299	Invoice	5678-075	IHLIS - OCLC	IHLIS - OCLC-18299	Posted	4/10/2019	\$20.25	\$0.00
Totals for 10-50-5871-20, Document Delivery:								\$20.25	\$0.00
10-50-5890-30, A-V Mats - Youth Serv									
4/10/2019	CD0110718237397	Invoice	5678-189	OverDrive, Inc.	OverDrive, Inc.-CD011	Posted	4/10/2019	\$2,000.00	\$0.00
4/10/2019	281731	Invoice	5678-191	Findaway World	Findaway World-2817	Posted	4/10/2019	\$712.45	\$0.00
4/10/2019	040119	Invoice	5678-258	Midwest Tape (7291)	Midwest Tape (7291)-	Posted	4/10/2019	\$387.56	\$0.00
Totals for 10-50-5890-30, A-V Mats - Youth Serv:								\$3,100.01	\$0.00
10-50-5895-40, A-V Mats - Adult Serv									
4/10/2019	76608	Invoice	5678-001	Compact Disc Source	Compact Disc Source	Posted	4/10/2019	\$320.13	\$0.00
4/10/2019	97055675	Invoice	5678-013	Midwest Tape	Midwest Tape-9705567	Posted	4/10/2019	\$4,107.08	\$0.00

Lisle Library District

Account Distribution Report by Number

April 10, 2019

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
4/10/2019	CD0110719041977	Invoice	5678-061	OverDrive, Inc.	OverDrive, Inc.-CD011	Posted	4/10/2019	\$55.00	\$0.00
4/10/2019	76632	Invoice	5678-065	Compact Disc Source	Compact Disc Source	Posted	4/10/2019	\$117.70	\$0.00
4/10/2019	CD0110719046846	Invoice	5678-078	OverDrive, Inc.	OverDrive, Inc.-CD011	Posted	4/10/2019	\$119.97	\$0.00
4/10/2019	76656	Invoice	5678-143	Compact Disc Source	Compact Disc Source	Posted	4/10/2019	\$247.53	\$0.00
4/10/2019	CD0110719049641	Invoice	5678-153	OverDrive, Inc.	OverDrive, Inc.-CD011	Posted	4/10/2019	\$1,000.00	\$0.00
4/10/2019	76705	Invoice	5678-171	Compact Disc Source	Compact Disc Source	Posted	4/10/2019	\$130.91	\$0.00
4/10/2019	76361	Invoice	5678-175	Compact Disc Source	Compact Disc Source	Posted	4/10/2019	\$208.68	\$0.00
4/10/2019	033119	Invoice	5678-220	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	4/10/2019	\$1,067.24	\$0.00
4/10/2019	040119	Invoice	5678-260	Midwest Tape (7288)	Midwest Tape (7288)-	Posted	4/10/2019	\$2,512.17	\$0.00
4/10/2019	97200526	Invoice	5678-263	Midwest Tape	Midwest Tape-9720052	Posted	4/10/2019	\$4,539.90	\$0.00
4/10/2019	CD0110719059768	Invoice	5678-265	OverDrive, Inc.	OverDrive, Inc.-CD011	Posted	4/10/2019	\$1,000.00	\$0.00
10-50-5900-20, Periodicals - Adult Serv								\$15,426.31	\$0.00
4/10/2019	09505385	Invoice	5678-005	Matthew Bender & Co.	Matthew Bender & Co	Posted	4/10/2019	\$147.43	\$0.00
10-60-5931-10, Programs - Adult Services								\$147.43	\$0.00
4/10/2019	050419	Invoice	5678-238	Graham Crackers Comics	Graham Crackers Comi	Posted	4/10/2019	\$101.15	\$0.00
4/10/2019	042619	Invoice	5678-240	Anna Stange	Anna Stange-042619	Posted	4/10/2019	\$225.00	\$0.00
4/10/2019	040419	Invoice	5678-242	Karen Chan Financial Educatio	Karen Chan Financial E	Posted	4/10/2019	\$250.00	\$0.00
4/10/2019	032719	Invoice	5678-250	Gail Graziani	Gail Graziani-032719	Posted	4/10/2019	\$11.98	\$0.00
4/10/2019	042319	Invoice	5678-252	David Wylly	David Wylly-042319	Posted	4/10/2019	\$50.00	\$0.00
4/10/2019	033119	Invoice	5678-267	Pam Freer	Pam Freer-033119	Posted	4/10/2019	\$8.78	\$0.00
4/10/2019	032919	Invoice	5678-269	Xavier Duran	Xavier Duran-032919	Posted	4/10/2019	\$138.24	\$0.00
10-60-5931-30, Programs - Youth Serv. Dept.								\$785.15	\$0.00
4/10/2019	PFI-17478612	Invoice	5678-007	4imprint, Inc.	4imprint, Inc.-PFI-1747	Posted	4/10/2019	\$3,576.90	\$0.00
4/10/2019	030619	Invoice	5678-009	Will Savage	Will Savage-030619	Posted	4/10/2019	\$5.99	\$0.00
4/10/2019	032019	Invoice	5678-187	Will Savage	Will Savage-032019	Posted	4/10/2019	\$19.44	\$0.00
10-60-5931-50, Community Relations								\$3,602.33	\$0.00
4/10/2019	57387	Invoice	5678-161	AlphaGraphics	AlphaGraphics-57387	Posted	4/10/2019	\$28.42	\$0.00
30-65-5925-00, Network - Maint. (.02 B/M)								\$28.42	\$0.00

Lisle Library District

Account Distribution Report by Number

April 10, 2019

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
4/10/2019	46270	Invoice	5678-071	Outsource Solutions Group, In	Outsource Solutions G	Posted	4/10/2019	\$200.00	\$0.00
4/10/2019	INV-INC21146	Invoice	5678-179	Innovative Interfaces	Innovative Interfaces-I	Posted	4/10/2019	\$1,800.00	\$0.00
4/10/2019	INV-US-40970	Invoice	5678-181	EnvisionWare, INC.	EnvisionWare, INC.-IN	Posted	4/10/2019	\$7,715.71	\$0.00
30-65-5926-00, Maint - Bldg Structure (.02 B/M)				<i>Totals for 30-65-5925-00, Network - Maint. (.02 B/M):</i>					\$0.00
4/10/2019	41255545	Invoice	5678-199	Johnson Controls Security Solu	Johnson Controls Secu	Posted	4/10/2019	\$2,173.00	\$0.00
				<i>Totals for 30-65-5926-00, Maint - Bldg Structure (.02 B/M):</i>					\$0.00
				Grand Totals:					\$81,380.75

Lisle Library District Account Distribution Report by Number April 10, 2019

Report name: Account Number Report for April 10, 2019
Report format: Detail
Include these transaction dates: 4/10/2019 to 4/10/2019
Include these post dates: 4/10/2019 to 4/10/2019
Include all Post Statuses
Do not include adjustment transactions
Include miscellaneous entries
Include these Accounts: Query: Account number report
Include all Funds
Include all Classes
Include all Vendors
Include all Invoices
Include all Credit Memos
Include all Payments
Include all Purchase Orders
Include all Receipts
Include all Account Attributes
Include all Vendor Attributes
Include all Invoice Attributes
Include all Credit Memo Attributes
Include all Purchase Order Attributes
Include all Function(s)
Include all Department(s)

PRIOR MONTHS BILLS PAID BETWEEN March 2019 and April 2019				
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.				
Check #	Vendor		Amount	
HSA	Salaries 3/15/19		\$	61,984.46
HSA	Garnishment	Employee Deduction	\$	113.07
HSA	Ill. Dept. of Revenue	State Tax Withheld	\$	3,953.96
Auto W/D	Howard Simon & Associates	Mo. PR Serv. - March, 2019	\$	526.61
HSA	EFTPS/Electronic Tax Pymt 3/15/19	Fed Tax \$7666.32	\$	20,568.19
		FICA W/H \$6450.95		
		FICA Lib \$6450.92		
HSA	Salaries 3/29/19		\$	63,404.45
HSA	Garnishment	Employee Deduction	\$	146.58
HSA	Ill. Dept. of Revenue	State Tax Withheld	\$	4,045.58
HSA	EFTPS/Electronic Tax Pymt 3/29/19	Fed Tax \$7824.37	\$	21,020.69
		FICA W/H \$6598.15		
		FICA Lib \$6598.17		
Wired	IMRF	IMRF W/H \$7972.48	\$	18,955.33
		IMRF Lib. \$10982.85		
		Sub Total	\$	194,718.92
Check #	Vendor	Description	Amt	
2853	Albertsons/Safeway	Jewel Food	358.24	
2854	Baker & Taylor (75032293)	Youth Video	11.03	
2855	Bolly Dancefit	Program: Dance Class	200.00	
2856	The Hartford	Additional Amount Owed After W.C. Audit	217.00	
2857	Konica Minolta Business Solutions	Usage	217.26	
2858	LIMRICC PHIP Health	Health Premium	27551.86	
2859	NCPERS Group Life Ins	Payroll Withholding	96.00	
2860	AFLAC (G6920)	Payroll Withholding	338.61	
2861	Amazon	Books, Supplies, Games, Cabinet	2667.85	
2862	Delta Dental - Risk	Dental Premium	2017.45	
2863	Ehlers Investment Partners	Consulting Fee	582.02	
2864	MB Financial Credit Card	Phone, Programs, Network Maintenance, Conference	5823.10	
		Sub Total	\$	40,080.42
		TOTAL	\$	234,799.34

RECAP OF PRIOR SHEETS EXPENSES

TOTAL CORPORATE EXPENSES	\$280,259.44
TOTAL .02 BUILDING/MAINT. EXPENSES	\$11,888.71
TOTAL IMRF/FICA EXPENSES	\$24,031.94
TOTAL WORKING CASH EXPENSES	
TOTAL SPECIAL RESERVE	\$0.00
TOTAL OF ALL ABOVE	\$316,180.09

These expenses have been submitted by _____
(Tatiana Weinstein)

The above items have been approved by the Lisle Library District Board of Trustees on: 4/10/2019

Trustee

Presiding Officer

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

Monthly Circulation Report - March 2019

	Checkouts	Renewals	Mar-19 TOTALS	YTD FY 17/18	YTD FY 18/19	YTD % Change	
Adult Non-Print	6,989	1,997	8,986	85,776	76,213	-11.15%	
Adult Print	6,251	2,815	9,066	82,913	82,337	-0.69%	
Adult Total	13,240	4,812	18,052	168,689	158,550	-6.01%	
YS Non-Print	1,670	670	2,340	21,411	19,547	-8.71%	
YS Print	7,590	3,576	11,166	96,429	94,102	-2.41%	
Total YS	9,260	4,246	13,506	117,840	113,649	-3.56%	
Digital Media							
Overdrive	2,278		2,278	13,220	18,720	41.60%	
hoopla	2,103		2,103	13,823	17,455	26.28%	
RB Digital	460		460	1,347	2,662	97.62%	
Total Digital	4,841	0	4,841	28,390	38,837	36.80%	
Subtotal Print + Non-Print/Digital	27,341	9,058	36,399	314,919	311,036	-1.23%	
Computer/Tech Sessions Logins	2,755		2,755	23,707	22,746	-4.05%	
Database Usage/Unique Logins	3,040		3,040	24,589	28,104	14.30%	
Wireless Use	1,506		1,506	16,365	13,508	-17.46%	
ScannX sessions/jobs	606		606	2,858	3,520	23.16%	
Museum Adventure Passes	23		23	195	181	-7.18%	
Total IT/Resource Sessions	7,930	0	7,930	67,714	68,059	0.51%	
Total Circulation	35,271	9,058	44,329	382,633	379,095	-0.92%	
Literacy Software Usage Hours			89	887	829	-6.54%	
Borrower Information	Mar. 2019 Total	YTD 17/18	YTD 18/19	YTD % Change			
New Library Cards Added	88	1,193	1,156	-3.10%			
Monthly Borrowers	2,915	27,587	26,257	-4.82%			
Total # Registered Borrowers	10,774	11,228	10,774	-4.04%			
InterLibrary Loans							
Materials Sent	153	1,311	1,273	-2.90%			
Materials Received	407	3,544	3,546	0.06%			
Polaris/Catalog Holds							
Holds Placed	2,999	26,471	26,878	1.54%			
Holds Checked Out	2,260	20,426	21,076	3.18%			

Lisle Library District
Program and Service Statistics - March 2019

	LibWide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY17/18	YTD FY18/19	% Change
Library Event Statistics									
Staff Facilitated Programs		23	49	35	3	110	705	1,134	60.85%
Attendees		229	891	48	36	1,204	10,853	10,745	-1.00%
Computer/Technology Programs		7	4		3	14	95	93	-2.11%
Attendees		32	39		9	80	370	357	-3.51%
Performer/Speaker/Author		2	0			2	29	26	-10.34%
Attendees		42	0			42	709	833	17.49%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	3					3	7	7	0.00%
Attendees	674					674	884	1,414	59.95%
Total Number of Programs	3	32	53	35	6	129	836	1,260	50.72%
Total Patrons Served by Programming	674	303	930	48	45	2,000	12,816	13,349	4.16%
Reference Questions		1,293	2,431	2,149		5,873	57,033	55,580	-2.55%
Volunteer Hours		5.00	32.00			37.00	834.50	717.50	-14.02%
Outreach Service Statistics									
Outreach Visits		1	15	1		17	112	133	18.75%
Patrons Served by Outreach Visits		15	1,365	19		1,399	6,473	7,604	17.47%
Home Delivery Dates		2				2	19	19	0.00%
Patrons Served via Home Delivery		113				113	721	1,033	43.27%
Total Outreach Programs		3	15	1		19	131	152	16.03%
Total Patrons Served with Outreach Services		128	1,365	19		1,512	7,194	8,637	20.06%
Civic Facility Use									
Literacy/Tutoring Room Use (patron count)	87						924	820	-11.26%
Number of Outside Groups Using Meeting Space	30						225	205	-8.89%
Patrons Entering Building	14,838						130,500	125,666	-3.70%
Friend's Sponsored Programs	2						8	11	37.50%
Attendees	102						252	747	196.43%
Social Media Use									
Facebook (daily page consumption)	1,907						14,439	14,292	-1.02%
Twitter Followers	758						703	758	7.82%
Pinterest Average Daily Viewers	144						1,486	1,781	19.85%
Instagram Likes	746						3,507	4,257	21.39%
Flickr Views	35,572						86,501	142,841	65.13%
YouTube Views	341						N/A *	1,067	--

* New statline for January 2019.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: April 8, 2019

Director's Report April 8, 2019

Meetings

Patron – March 12
Committee of the Whole – March 13
LLD Board of Trustees – March 13
Capira – March 18
Savage – March 18

Bedford – March 21
FQC – March 22
Patron – March 22
Dept Dir – March 28
Fisher – April 5

Highlights/Developments

National Library Week

National Library Week runs from April 7th – 13th. This event celebrates libraries all across our country. This year's American Library Association message is: LIBRARIES = STRONG COMMUNITIES.

The Lisle Library District (LLD) strengthens our community and touches the lives of our citizens every day. From accessing online resources, to one-on-one technology instruction, to story-times for children, the LLD provides programs and services to meet the needs of our community on a daily basis. The LLD is committed to lifelong learning, the free exchange of information, and civic engagement -- all of which add up to a strong Lisle.

This year, the LLD is partnering with the Lisle Woman's Club (LWC) to recognize the distinguished relationship between the LLD and the LWC. The event is titled, *National Library Week: Celebrating the Exceptional Women Who've Enriched the LLD*. This tribute will be held on Saturday, April 13th from 2-4 PM in the Library's meeting room.

There is a special history between the LWC and the LLD. The women of the LWC helped establish our institution. Sadly, our community has lost three outstanding Library leaders within the past five years: Barbara Roake, Marilyn Cawiezel, and Robin Sprietsma. We will celebrate these women, and *all the women* who've contributed their time, energy, and love to make the LLD what it is today.

Note: The Bel Sonore Chamber Ensemble will play at the tribute and light refreshments will be provided by LWC/LLD.

Facility Assessment

On March 22nd, Assistant Director McQuillan and I met with Jack Hayes of FQC, a capital facility planning firm. As suggested by the Physical Plant Committee, FQC will conduct a facility/campus lifecycle assessment as well as assist the LLD with our storm-water issues. Assistant Director McQuillan met again with Mr. Hayes on April 3rd to review recent facility repairs and provide a cursory review of immediate action items for the campus.

*To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: April 8, 2019*

RFPS

As drafted by the Finance Committee and as approved by the LLD Board of Trustees, the RFP for audit services was distributed to selected firms on March 14th. Deadline for submissions is April 15th. An RFP/bids for cleaning services was posted on April 1st and the deadline for submissions is April 30th. There will be a public announcement of LLD cleaning service RFPs/bids on May 1st at 9:00am. The LLD anticipates making decisions on both service agreements in May.

LLD BUDGET FY19/20

The working budget will guide the LLD until the Board passes the Budget and Appropriation Ordinance in September; our authorized expenditure document. The Library's fiscal year begins on July 1st.

The LLD Board of Trustees discusses the draft budget in a series of two Committee of the Whole meetings. The working draft is divided into three sections: Revenues, Expense Summary, and Cost categories with detail. The working budget draft reflects a 2.73% decrease in expected Revenues mostly due to the decrease in the tax levy as approved by the Board on November 14, 2018. The Expense Summary charts the expenses by fund. The Expense Summary documents a 6.88% increase in Corporate Fund expenditures, a 93.55% decrease in .02 Building/Maintenance Fund expenditures, a 2.22% decrease in IMRF expenditures, a 2.53% increase in FICA Fund expenditures, and a 114.29% increase in Special Reserve Fund expenditures.

In sum, there is a 2.94% working budget increase w/out Special Reserve Fund expenditures. When including Special Reserve Fund expenditures, there is a proposed 9.39% budget increase.

On November 14, 2018, the Physical Plant Committee was tasked via the newly adopted LLD Strategic Plan, to review expert advice and recommend steps to achieve facility objectives within the Plan. Some of the proposed budget increases in the Corporate Fund and Special Reserve Fund stem from Physical Plant Committee recommendations as well as future project planning.

The working budget supports the LLD's mission: to enhance the cultural, social, and lifelong educational development of our community. The LLD understands the significance of it being a tax supported institution and we keep the tax concerns of our residents in mind while preparing every budget. The LLD has lowered the library tax levy the last two years while providing quality patron services. The LLD has also identified new needs for FY19/20 and the proposed working budget addresses several of those needs. A working budget also must allow for contingencies and new ideas. The LLD anticipates innovative concepts and viewpoints with a new complement of Trustees in May/June, and as we move into the new fiscal year in July.

Respectfully submitted,



Tatiana Weinstein

NATIONAL LIBRARY WEEK: CELEBRATING THE EXCEPTIONAL WOMEN WHO'VE ENRICHED THE LLD!

In partnership with the **LISLE WOMAN'S CLUB (LWC)**, join us for a tribute recognizing the distinguished relationship between the **LLD** and the **LWC**.

**SAT. APRIL 13TH
2:00 - 4:00 PM**

Enjoy the *The Bel Sonore Chamber Ensemble* and light refreshments on Saturday, April 13th from 2:00-4:00 PM in the Library's meeting room.

Our community has lost three outstanding Library leaders within the past five years: Barbara Roake, Marilyn Cawiezel, and Robin Sprietsma. We celebrate these women, and *all the women* who've contributed their time, energy, and love to make the LLD what it is today.

**HELP US HONOR AND TOAST THE WOMEN
WHO BUILT THE LISLE LIBRARY DISTRICT!**



**LISLE
WOMAN'S
CLUB**

April 2019 Assistant Director Report

Meetings

- State Rep. Amy Grant – Mar 1
- Patriot Electric – Mar 1, 4
- Event Team – Mar 5
- Physical Plant Comm – Mar 6
- Complete Cleaning – Mar 12
- Board Meeting – Mar 13
- Monaco Mechanical – Mar 14
- Jack Hayes – Mar 22, Apr 3
- Nortek – Mar 18
- Staff Meeting – Mar 19
- Staples – Mar 21
- Garvey – Mar 21

Event Team

The Team has finalized plans for National Library Week (April 7-13.) Staff have planned children's outreach programs with Taco Dragon from the book *Dragons Love Tacos* and a family craft night program on April 9th. A performance by *The Bel Sonore Chamber Ensemble* on Saturday, April 13th from 2pm – 4 will celebrate the women who contributed to the founding and operations of the Library.

The Team has also been working on Summer Read programing with the theme: Showtime at the Library. Summer Read will kick-off on Saturday, June 1.

Facility

Efficiencies – The HVAC air handler for the first floor west end (adult non-fiction area) was repaired to provide a more efficient air flow throughout the heating/cooling zones. The connection from the air handler to the zone duct work was repaired.

Staff are working to replace fluorescent light bulbs with LED bulbs in the ceiling fixtures. The bulbs come with a built-in price discount from our energy provider, Commonwealth Edison.

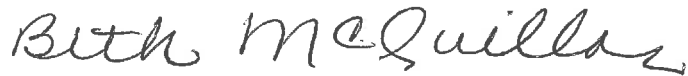
Spring clean-up has started for the outdoor campus. Ornamental grasses were trimmed and bedding areas raked. Staff have walked the campus picking up debris.

Summer Lunch

LLD staff member, Jackie Kilcran, and Kristin Jachymiak of the West Suburban Community Pantry (WSCP) will attend a Northern Illinois Food Bank meeting on April 12th to prepare for the Summer Lunch program at LLD in June. This is an opportunity to network with other lunch sites, share experiences and ideas for serving the community. The Summer Lunch program is open to all children through high school.

Facility Assessment

On March 22nd the Director and I met with Jack Hayes from FQC to begin the process of a maintenance assessment of the building and campus. On April 3rd, Jack Hayes and I reviewed recent repair documents, age of mechanical equipment and LLD area maps/drawings. With cursory examination, it was recommended to repair/replace certain HVAC components and repair areas of the parking lot such as curbs. Storm-water drainage research is on-going.

A handwritten signature in black ink, reading "Beth McQuillan". The signature is written in a cursive, flowing style.

Beth McQuillan

Adult Services Quarterly Report

January – February – March 2019

January:

January brought the conclusion of a very successful Winter Read. 348 adults, 48 teens, and 13 Home Delivery patrons participated in this year's program. Adults and teens who read and logged two books between December 1st and January 7th received a cozy Lisle Library District soup bowl. This is our third annual Winter Read and the Adult Services staff is delighted to see that our patrons continue to show interest in participating in a library-wide reading event during the colder months.

Adult Services Librarian, Patricia Ruocco, facilitated a very special *Murder Among Friends* (LLD's Mystery Book Group) discussion on January 17th. 24 patrons attended the discussion to meet author Victoria Thompson in person and discuss her book, *City of Lies*. Victoria shared fascinating stories about the events and people that she researched to write the story.

Adult Services staff participated in a unique outreach visit at Villa St. Benedict this month. Staff offered residents the opportunity to sign up in advance for one-on-one help sessions regarding accessing eBooks on mobile devices. All available time slots completely filled with five additional residents on the waiting list. We were able to assist 21 individuals by helping them download the *Libby* app to their devices and demonstrating how to access digital content. The patrons seemed grateful for the personalized service on site. Given the success of this event, we hope to return and further assist our community in accessing the Library's resources.

February:

We had a large turnout for our program, *Pre-Civil War Quilts: The Secret Codes to the Underground Railroad*. 50 patrons attended this event where Connie Martin detailed the historical quilt code dating back to 1850 and her family's involvement. This program was presented in partnership with the Lisle Heritage Society. Additionally, we had a positive response to our Valentine's Day program, *Online Dating 50+*, presented by Tina Williams. Tina stressed the idea of "safety first, romance second," including providing articles on internet safety and scams. Patron feedback submitted via comment cards was very complimentary. The success of this program was a great reminder that the Library serves as the trusted information center of the community where patrons can receive vetted information on topics like online security.

Jean Demas attended the annual Illinois Teachers of English to Speakers of Other Languages (TESOL) conference held at the Sheraton in Lisle. Local teachers, tutors, and others attended Jean's presentation, "Families Together: Reading Enrichment for Social Emotional Learning," highlighting the progress of the weekly family literacy partnership with LLD and Naperville School District #203/Ann Reid Early Childhood Center.

Our Book a Librarian service, which allows patrons to schedule a 30 minute-one-on-one help

session with a librarian, continues to be popular. In February, three Book a Librarian sessions were conducted. Topics addressed included Microsoft Word, scanning photos, and project assistance.

On Friday, February 8th, 50 people attended the opening night reception for artist Sara S. Sadat's exhibit-"Strength in Numbers."

March:

We continue to see strong turnouts at our technology programs. In March, our librarians taught classes on Researching Your Family History, Lynda.com, Excel for Beginners, and "Land Your Dream Job," which focused on utilizing the Library's resources during a job search. Due to this success, we continue to diversify our class content on a monthly basis and offer programming during day, evening, and weekend hours to accommodate all types of schedules.

Our Teen Librarian, Noelle Spicher, facilitated *Coding With Python: The Basics*, in celebration of Teen Tech Week. Teen Tech Week is a nation-wide event sponsored by the Young Adult Library Services Association. According to ala.org- "Teen Tech Week encourages teens to use libraries' nonprint resources for education and recreation, and to recognize that librarians are qualified, trusted professionals in the field of information technology." Eight young adults attended Noelle's program where they were encouraged to learn and practice the basic Python coding rules and had the opportunity to create a "choose your own adventure" game. Noelle also used this opportunity to advertise our upcoming *Coding Club* for teens, which will launch in June.

LLD hosted its second annual *Harry Potter Day* on March 9th. Approximately 585 patrons attended this hugely popular library-wide event. "Magical" activities included a scavenger hunt, coaster craft, photo booth, themed treats, a game of remote controlled Quidditch, and visiting the *Forbidden Forest*, where several "fantastic beasts" were on display courtesy of Crosstown Exotics. Patrons of all ages enthusiastically attended this celebration of J.K. Rowling's wizarding world. Staff received many compliments on the event both in person and via our social media platforms. Due to the strong turnout of last year's *Harry Potter Day*, staff were prepared for the crowd and spread activities throughout the entire building this year. This was hugely successful as patrons had more room to enjoy the festivities and were encouraged to explore the entire library. Please see photos below.

Respectfully Submitted,

Elizabeth Hopkins



Youth Services Quarterly Report–April 2019

News and Patron Communications:

- The much needed change of living space for the turtles happened in February. Both turtles are much happier, and the new space we moved them to makes them more visible to patrons in the department. We have seen an uptick in turtle-related reference questions, as well as checkouts of turtle-related materials!
- There has been an uptick of patron communications regarding youth programming on the weekends. While the department has provided weekend programming in the past, attendance was consistently low. However, due to recent inquiries, we are looking into new ways to reinstitute innovative weekend programming with a focus on effective publicizing of upcoming YS offerings.
- We received patron communications regarding the size and scope of our early childhood play area. While there is no easy fix for the size of the space, we have started a rotation of different dramatic play items for use in the Library. Feedback from both adults and children has been overwhelmingly positive.

Programs & Community Outreach Highlights:

- The Spring Read program started a few days ago on March 23. Elementary School Coordinator Katie McMahon completed several outreach visits at local schools to promote the program. With only 5 days into the program, we already have over 80 children signed up and participating.
- Both of our new elementary school programs started in the last quarter, Discovery Brigade for K-2 and Imagination Inc for grades 3-5. This transition has allowed us to better serve patrons in both age groups and the programs are doing well. Currently we have around 15-18 children attending each day, with a maximum group size of 20 per program.
 - In the last three months, Discovery Brigade has used basic engineering principles to make structures from newspaper, learned about the scientific discoveries of Marie Curie, and learned to identify local birds such as the Grackle, the House Wren, or the Downy Woodpecker.
 - In the last three months Imagination Inc has created stop go animation movies, designed their own video games using Bloxels, and created working models of the human lung.
- School year outreaches have begun once again at local preschools. This year we have monthly (or more) storytimes scheduled at local preschools, including Gentle Learning,

Pathway Connections, Kindercare, St. Joan of Arc and Chesterbrook Academy. We have also added outreaches at both Lisle Kindercare facilities, Bright Horizons daycare, and Ann Reid Early Childhood Center.

- We set up our annual wrapped books display in the Youth Services department. We select different books, wrap them up, and then write a brief description on the gift tag letting patrons know the reading level of the book. Of the 60 books wrapped, 53 of them have circulated as of December 27th.
- Storytimes have started up again, running for the usual 8-week sessions. Each storytime involves several books, songs or activities that focus on developing early literacy and social skills. On average, we offer 11 storytimes a week and have between 10-25 children attend each program.
- We tried a new program in March, Dress for Mess. This program was designed to give a younger audience (2 and under) the chance to interact with several different type of tactile and sensory experiences. These included a finger painting station, water table play, and a “goo in a bag” (hair gel in double ziplock bags) station. The program was extremely popular and will become a regular part of our program offerings.
- We hosted our first Family STEAM Night in conjunction with Adult Services. This program is a companion program of our Family Craft Nights and hopes to introduce different STEAM learning opportunities for the whole family to participate in. The inaugural STEAM Night had a full sign-up list, and we are excited to begin planning future events.
- Harry Potter Day was held on March 9th and was even more of a success than last year. Youth Services prepared buttons displaying each patrons chosen Hogwarts house, constructed the photo booth, created and played quidditch, and monitored the Forbidden Forest (reptile and insect show).
- The Teen Advisory Board meets monthly on the first Friday of each month. This quarter they have been working on projects such as assisting in preparation and execution of Harry Potter Day, as well as planning and completing the display located in the Teen section on the lower level.

Professional Development:

- I attended several Laconi meetings over the course of the last three months. While most were planning meetings, a few of the larger ones included an Un-conference and a meeting on teen and tween programming.

- Assistant Director John Ferrari has had several meetings as a member of the iRead board. This committee plans and implements the summer reading program theme for the state of Illinois. With the summer of 2019 upon us, many of his meetings are looking ahead and beginning to plan for the summer of 2020.

Respectfully Submitted,

Will Savage
Director of Youth Services

Quarterly Board Report 3rd Quarter FY18/19 Circulation Services Department

April 4, 2019

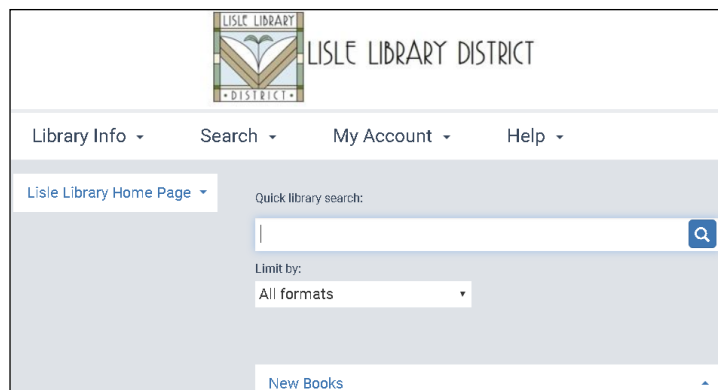
Outreach Visits

Circulation Services (CS) staff members participated in outreach events around the community:

- One-on-One Ebook Assistance Meeting with Residents of Villa St. Benedict Assisted Living
- New Student Open House at the Lisle Park District's Gentle Learning Preschool
- LLD's Healthy Resources for Senior Citizens Program at the Lisle Park District Senior Center (*photo at right*)



Staff members promoted library programs, databases, and registered people for new library cards. Special thanks to Anne Loeding-Foster and Julie Beck from CS and to Adult Services.



Polaris Integrated Library System (ILS) Version 6.2

In March, the Library's catalog was upgraded. (*example at left*)

It now features responsive design: Developed with a "mobile first" approach, this enhancement provides an optimal experience whether our patrons prefer to access the catalog via mobile phone, tablet or personal

computer. The new interface presents a more modern, streamlined experience. In addition, with the new "related words" searching capabilities, our patrons can now increase their search results based on words that are related to their original search term.

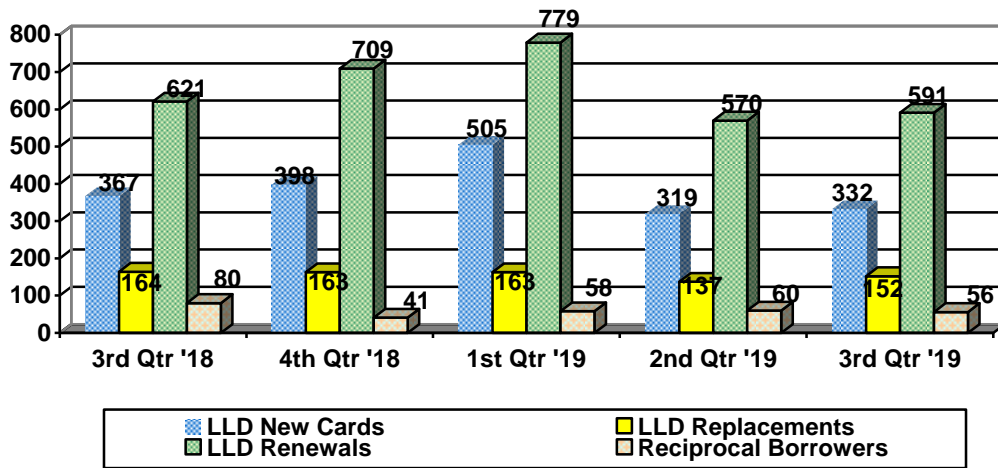
Harry Potter Day

CS staff members participated in the Library's Harry Potter Day event on March 9. Staff members assisted in a variety of different ways. A big thank you to all who contributed to this event.

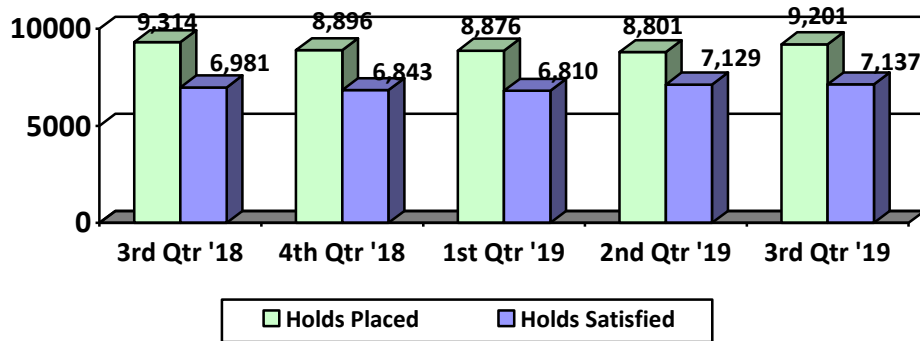
*Photo from left to right:
CS staff members Racheal
Perek, Julie Beck, Stephanie
Kandlik, Teri Zarat*



LLD Quarterly Registrations Activity

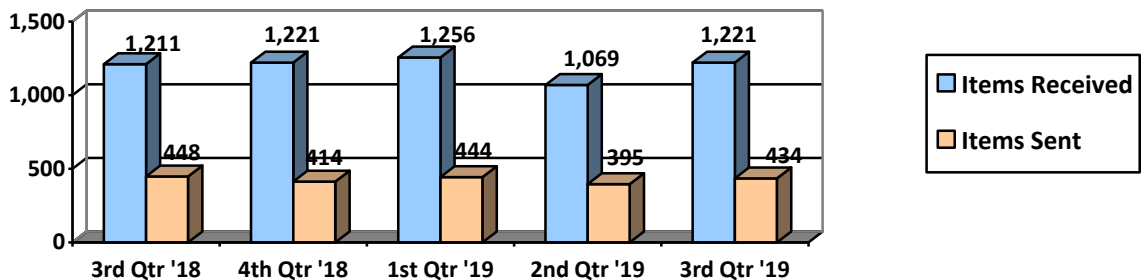


LLD Quarterly Holds Activity



The number of holds checked out/satisfied has increased from this time last year. In addition, from January to March 2019, CS Pages pulled 4,409 items from shelves to satisfy the “pending holds requests.”

LLD Quarterly ILL Activity



Library Visit/Meeting

In March, I attended a LACONI Circulation Services Section (CSS) meeting titled, "Trends in Circulation," at the Arlington Heights Memorial Library. In this program, the CSS explored what trends and ideas area circulation departments are implementing in their libraries. A variety of topics were presented, and a tour of the Library was included.

Retirement

I would like to extend best wishes to CS Associate, Ellen Purcell (*photo at right*), who will be retiring in April. Ellen has been an indispensable staff member for eleven years, and she will be greatly missed by patrons and staff.



Respectfully Submitted by

Paul T. Hurt, MLIS/M.Ed.
Director of Circulation Services

Third Quarter FY2018/2019 in Technical Services

In Technical Services, many projects have been completed this quarter. The Youth Services audiobooks have been moved to slimmer cases offering more shelf space. The puzzles and music CDs have been repackaged in more durable cases, which will increase their shelf life. In Adult Services and Youth Services, the relabeling of the Graphic Novel collection has begun. The collection is being reorganized to encourage browsing and usability for the patron. The collection will now be grouped by publisher (DC or Marvel), major characters, and series; similar to the bookstore model. In preparation for garden season, over 90+ seeds were added to the LLD seed collection for patrons to check out and grow.

Technical Services staff continues to learn and develop their skills to provide better service to the public. For quarterly professional development, staff participated in webinars and online learning to increase their skills in using Microsoft Outlook and Excel, cloud computing, and leveraging Wikipedia and Libraries. Cataloging staff attended the webinar Future of Cataloging provided by the Cataloging Maintenance Center, supported by the Illinois State Library, and an update from the Library of Congress on BIBFRAME, the new database designed to full integrate library data to the semantic web. Laura attend additional managerial webinars on goal setting and measurement and providing performance feedback. She also attended the LACONI Disaster Preparedness and Post-disaster Clean-up program. The day-long program contained a presentation by Polygon, a materials recovery company, detailing the advance needs, like an inventory, that should be addressed and provided recommendations on how to prepare for a disaster. There was a first-hand account and best practice suggestions provided by a librarian who experience the Cedar Rapids library flooding in 2008. Also presenting was the Conservation Company, who primarily deals with art and artifact conservation.

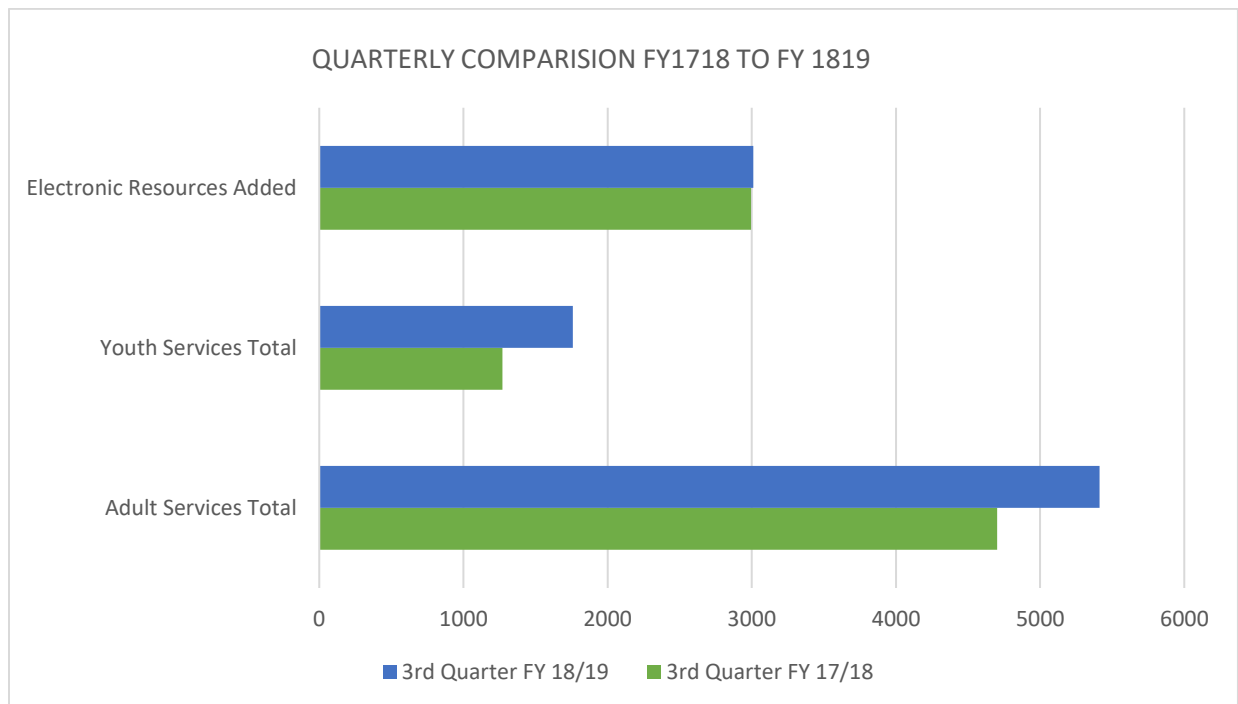
Technical Service staff continues to come out from “the back room” to provide program support and outreach to the community. Andrea, Cathi, and Laura provided additional staff for the second annual Harry Potter Day which had around 500 patrons attend the library wide event. The third quarter also brings many exciting anniversaries to Technical Service. Nancy Frederickson has proudly worked for the Lisle Library District for 31 years! And at the desk next to her for 21 years has been Natalie Karl. Cathi Agostino and Laura Murff also had 13 and 5 year anniversaries, respectively.

Laura Murff

Director of Technical Services

MATERIALS PROCESSED 3RD QUARTER

Adult Services Collection	
AS Fiction Books	1,293
AS Non-Fiction Books	1,633
AS Audio/Visual	898
AS Periodicals	1,589
Adult Services Total	5,413
Youth Services Collection	
YS Fiction Books	987
YS Non-Fiction Books	586
YS Audio/Visual	128
YS Periodicals	58
Youth Services Total	1,759
Electronic Resources Collection	
EMediaLibrary MARC records added	80
Hoopla Marc records added	2,931
Electronic Resources Total	3,011



Lisle Library Events

For more information, or to register for any of these events, visit lislelibrary.org or call 630-971-1675

KIDS

Discovery Brigade

Grades K-2. Registration required. Mondays, Meeting Room A/B, 4:00-4:45 PM

Each Monday we will explore different science or technology topics with programming specifically targeting kids in early Elementary school. Join the Discovery Brigade to see what fun and craziness awaits! For grades K-2.

- **Wind & Weather (March 4)** It's all around us! Unlock the mysteries of weather and learn the principles that make it happen.
- **Sphero Races (March 11)** Can you master controlling our Sphero Mini robotic balls? Come learn how to race and play with Sphero!
- **Meet Marie Curie (March 18)** She's of the most influential scientists of the last three centuries! today we will examine her life and work!
- **Navigating Labyrinths (March 25)** Make a maze with just a few materials and challenge others to maneuver their way through it.

Imagination Inc.

Grades 3-5. Registration required. Tuesdays, Meeting Room A/B, 4:00-5:00 PM

Are you ready to delve deeper when it comes to science? Do you yearn to explore strange new worlds? Do you like to watch things explode? Then join us for Imagination Inc. every Tuesday! For grades 3-5.

- **Siege Craft (March 5)** Demolition is timeless. Learn how our ancestors built things up and knocked things down.
- **Bloxels (March 12)** Ever wanted to design your own game? Learn how to build a perfectly challenging video game level.
- **Body Science: Eyes (March 19)** How do you see what you see? Learn how your eyes work and how they can be easily tricked.
- **Lego Stop Motion Movies (March 26)** You can tell a story frame by frame! Use our Legos to make your dream movie!

TEENS

Pi Day!

Thursday, March 14, 4:15-5:15 PM | Meeting Rooms



It's Pi Day, the perfect excuse to learn how to make a no-bake pie and measure the circumference of our creations!

DIY Candy Terrariums

Thursday, March 14, 6:30-7:30 PM | Meeting Room B

Make an appealing and edible terrarium with an assortment of colorful candies, cereal, and other treats.

DIY Screen Printing

Saturday, March 28, 6:00-8:00 PM | Meeting Room B

Learn to use a vinyl cutter to create your own image and transfer it to a shirt! Bring your own T-shirt to screen print or use a reusable grocery bag that will be provided. Led by Sarah Margalus of SpaceLab1 in Mokena.

Fondue and Film!

Thursday, March 28, 3:30-5:45 PM | Meeting Room A

Join us for a movie afternoon, featuring chocolate and cheese fondue, and a movie chosen by you! Vote on which movie you want to see in the display in the Jh area of Youth Services, and then come and enjoy snacks and an awesome movie!



ADULTS

Seed Starting 101

Friday, March 8, 7:00-8:00 PM | Meeting Room A/B

Want to get a jumpstart on spring planting? Join Jan Gricus, Illinois Master Gardener, as she discusses winter sowing: an energy efficient method of seed starting that grows hardy and healthy seedlings using the cold and recycled plastic containers!

Hooray for Bollywood: Let's Dance!

Tuesday, March 12, 7:00-8:00 PM | Meeting Room A/B

Join Deepthi Chiruvuri, Program Director at Bolly DanceFit, for a fun and interactive dance workshop on Bollywood Dance. No dance skills required! Just bring your enthusiasm and joy!



The Women of WWII: On the Front Lines & the Home Front
Sunday, March 18, 2:00-3:00 PM | Meeting Room A/B

During World War II, American women took on many new roles, both in the military and as civilians. Join Barb Deane, author of the book *On The Home Front*, as she shares the lives and essential work of women at home and abroad during World War II.

LITERACY

Launchpads in the Literacy/ELD Section!

Find our Playaway Launchpads on our Literacy/English Language Development (ELD) shelves. These kits contain a tablet preloaded with learning activities, including programs to improve grammar, writing, listening, vocabulary, and games such as crossword puzzles and brainteasers. Our newest title is *Health Smarts* for tips about staying healthy. Each Launchpad has a three-week loan period with two renewals to give you time to master the content. Try one today!

More events can be found at lislelibrary.org

Chicago Tribune **NAPERVILLE SUN**

From the community: **Family STEAM Night at Lisle Library District**



Community Contributor Josh Hepler | March 29, 2019

Library patrons build projects together during the latest Lisle Library Family STEAM Night. A STEAM project incorporates elements of science, technology, engineering, arts, and math into one activity.

From the community: Spring Read Begins at Lisle Library District



Community Contributor Josh Hepler | March 26, 2019

The annual Spring Reading Program has begun at Lisle Library District. This year's selected books are 'Dragons Love Tacos 2: The Sequel' and 'Knights VS Dinosaurs'. Young library patrons will be able to read the books (or have the books read to them), then choose a team: Knight or Dinosaur! The final show-down between the two sides will be decided at our Spring Read Wrap-up party on Thursday, May 9th from 4:00 - 5:00 PM. Visit the Lisle Library Youth Services Department to sign up.

Chicago Tribune **NAPERVILLE SUN**

From the community: Harry Potter Day at Lisle Library District



Community Contributor Josh Hepler | March 19, 2019

Patrons celebrate Harry Potter Day at the Lisle Library District.

DRAFT

Lisle Library District
Pay Grades
Effective: July 1, 2019

Pay Grade	FLSA	Job Title	Minimum	Midpoint	Maximum
14	E	Library Director	\$94,166	\$117,713	\$141,240
			\$48.29	\$60.37	\$72.43
12	E	Assistant Director	\$72,706	\$90,888	\$109,069
			\$37.29	\$46.61	\$55.93
11	E	Department Directors	\$63,904	\$79,860	\$95,835
	E	IT Manager	\$32.77	\$40.95	\$49.15
9	E	Assistant Director of Adult Services	\$49,398	\$61,678	\$73,998
	E	Assistant Director of Youth Services	\$25.33	\$31.63	\$37.95
8	E	Assistant Director of Circulation	\$43,357	\$53,134	\$65,036
	NE	Librarian	\$22.23	\$27.25	\$33.35
7	NE	Administrative/IT Asst	\$38,092	\$47,630	\$57,148
		Communications Coordinator	\$19.53	\$24.43	\$29.31
6	NE	Library Paraprofessional	\$33,482	\$41,847	\$50,213
	NE	Finance Clerk	\$17.17	\$21.46	\$25.75
4	NE	Library Associate	\$25,852	\$32,309	\$38,767
	NE	Facilities and Security Monitor	\$13.26	\$16.57	\$19.88
1	NE	Library Page	\$19,500	\$24,193	\$29,040
			\$10.00	\$12.41	\$14.89

REVENUES BUDGET FY 19-20

	Revenues	Actuals FY 16-17	Actuals FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Budget FY 19-20 to Budget FY 18-19	Actuals 3/31/19	Projections 06/30/19
	CORPORATE FUND								
10-01-4411-00	Tax Levy - Corp	4,422,139.17	4,379,918.81	4,347,646.00	3,914,484.64	3,966,823.34	1.34%	3,945,848.92	3,945,848.92
10-01-4441-00	Back Taxes - Corp	18,200.37	1,227.72	45,000.00	40,000.00	0.00	-100.00%	2,065.96	2,070.00
10-01-44XX-00	TIF Surplus-Corp	0.00	0.00	0.00	0.00	35,000.00	3500000.00%	0.00	0.00
10-01-4461-00	Personal Prop Tax	18,537.29	15,361.30	11,000.00	11,000.00	12,000.00	9.09%	8,357.44	9,000.00
	Total Taxes	4,458,876.83	4,396,507.83	4,403,646.00	3,965,484.64	4,013,823.34	1.22%	3,956,272.32	3,956,918.92
10-02-4472-00	Interest Earned - Corp	32,425.85	19,834.00	30,000.00	35,000.00	82,000.00	134.29%	91,731.83	100,000.00
10-02-4511-00	County Interest - Corp	0.00	1,460.59	0.00	0.00	0.00	0.00%	1,542.44	1,542.44
10-02-4525-00	Unrealized Gain/Loss on Investments	0.00	0.00	0.00	0.00	25,000.00	0.00%	35,713.10	40,000.00
	Total Interest	32,425.85	21,294.59	30,000.00	35,000.00	107,000.00	206.71%	128,987.37	141,542.44
10-03-4531-00	Lost Books	4,729.59	3,105.70	4,000.00	3,500.00	3,000.00	-14.29%	1,985.26	2,500.00
10-03-4536-00	Non-Resident Fees	1,337.80	0.00	500.00	500.00	250.00	-50.00%	237.45	237.45
10-03-4540-00	Fines	47,155.98	43,435.31	40,000.00	40,000.00	35,000.00	-12.50%	28,726.65	35,000.00
10-03-4550-00	Gifts - Unrestricted Corp.	485.00	196.50	0.00	0.00	0.00	0.00%	878.94	1,565.00
	(If received)								
10-04-4573-00	Comptroller Income	1,611.92	1,104.14	1,200.00	1,200.00	1,000.00	-16.67%	808.58	900.00
	Total Desk Income	55,320.29	47,841.65	45,700.00	45,200.00	39,250.00	-13.16%	32,636.88	40,202.45
10-04-4562-00	Restr Gifts - Books	35.00	90.00	0.00	0.00	0.00	0.00%	56.95	56.95
10-04-4583-00	Per Capita Grant	0.00	22,131.65	0.00	0.00	0.00	0.00%	35,630.00	35,630.00
10-04-4584-00	Other Income - Corp.	580.22	4,109.09	1,000.00	1,000.00	1,000.00	0.00%	2,010.16	6,000.00
	Total Restricted Usage	615.22	26,324.74	1,000.00	1,000.00	1,000.00	0.00%	37,697.11	41,686.95
10-05-4595-00	Misc - Jury Duty	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
	TOTAL CORPORATE FUND	4,547,238.19	4,491,968.81	4,480,346.00	4,046,884.64	4,161,073.34	2.83%	4,155,593.68	4,180,350.76
	BUILDING MAINTENANCE FUND								
30-01-4413-00	Tax Levy - .02 B/M	121,472.60	138,953.56	136,350.00	152,136.06	0.00	-100.00%	154,159.43	154,159.43
30-01-4443-00	Back Taxes - .02 B/M	431.45	38.50	0.00	0.00	0.00	0.00%	60.55	60.55
	Total Taxes	121,904.05	138,992.06	136,350.00	152,136.06	0.00	-100.00%	154,219.98	154,219.98
30-02-4474-00	Interest Earned - .02 B/M	1,080.18	1,810.65	1,000.00	1,500.00	0.00	-100.00%	903.42	950.00
30-02-4513-00	County Interest - .02 B/M	0.00	58.57	0.00	0.00	0.00	0.00%	0.00	0.00
	Total Interest	1,080.18	1,869.22	1,000.00	1,500.00	0.00	-100.00%	903.42	950.00
	TOTAL BUILDING MAINT FUND	122,984.23	140,861.28	137,350.00	153,636.06	0.00	-100.00%	155,123.40	155,169.98
	IMRF FUND								
40-01-4414-00	Tax Levy - IMRF	223,085.74	217,290.25	220,180.00	156,965.76	50,984.25	-67.52%	154,360.97	154,360.97
40-01-4444-00	Back Taxes - IMRF	1,165.66	62.56	0.00	0.00	0.00	0.00%	97.82	97.82
40-01-4462-00	Pers Prop Repl Tax - IMRF	1,059.51	886.54	600.00	600.00	600.00	0.00%	482.32	550.00
	Total Taxes	225,310.91	218,239.35	220,780.00	157,565.76	51,584.25	-67.26%	154,941.11	155,008.79
40-02-4475-00	Interest Earned - IMRF	1,512.25	4,833.11	1,200.00	4,000.00	4,500.00	12.50%	4,649.11	5,000.00
40-02-4514-00	County Interest - IMRF	0.00	56.78	0.00	0.00	0.00	0.00%	0.00	0.00
	Total Interest	1,512.25	4,889.89	1,200.00	4,000.00	4,500.00	12.50%	4,649.11	5,000.00
	TOTAL IMRF FUND	226,823.16	223,129.24	221,980.00	161,565.76	56,084.25	-65.29%	159,590.22	160,008.79
	FICA FUND								
45-01-4415-00	Tax Levy - FICA	127,020.60	173,999.43	173,720.00	136,439.47	126,838.87	-7.04%	136,293.15	136,293.15
45-01-4445-00	Back Taxes - FICA	886.66	49.27	0.00	0.00	0.00	0.00%	74.66	74.66
45-01-4463-00	Pers Prop Repl Tax - FICA	166.46	139.30	100.00	100.00	100.00	0.00%	75.78	100.00
	Total Taxes	128,073.72	174,188.00	173,820.00	136,539.47	126,938.87	-7.03%	136,443.59	136,467.81
45-02-4476-00	Interest Earned - FICA	1,551.54	2,657.15	1,200.00	2,300.00	2,500.00	8.70%	2,244.13	2,500.00
45-02-4515-00	County Interest - FICA	0.00	50.92	0.00	0.00	0.00	0.00%	0.00	0.00
	Total Interest	1,551.54	2,708.07	1,200.00	2,300.00	2,500.00	8.70%	2,244.13	2,500.00

REVENUES BUDGET FY 19-20

	Revenues	Actuals FY 16-17	Actuals FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Budget FY 19-20 to Budget FY 18-19	Actuals 3/31/19	Projections 06/30/19
	TOTAL FICA FUND	129,625.26	176,896.07	175,020.00	138,839.47	129,438.87	-6.77%	138,687.72	138,967.81
	SPECIAL RESERVE FUND								
70-02-4481-00	Interest Earned - Special Reserve	9,692.25	19,586.28	7,000.00	13,000.00	35,000.00	169.23%	41,861.67	50,000.00
70-04-4587-10	Restricted - Transfer from Corporate Fund	475,000.00	300,000.00	300,000.00	300,000.00	300,000.00	0.00%	225,000.00	300,000.00
	TOTAL SPECIAL RESERVE FUND	484,692.25	319,586.28	307,000.00	313,000.00	335,000.00	7.03%	266,861.67	350,000.00
	WORKING CASH FUND								
80-02-4482-00	Interest Earned - Working Cash	3,731.51	4,835.58	3,000.00	4,000.00	4,500.00	12.50%	5,517.34	6,000.00
	Total Interest	3,731.51	4,835.58	3,000.00	4,000.00	4,500.00	12.50%	5,517.34	6,000.00
	TOTAL WORKING CASH FUND	3,731.51	4,835.58	3,000.00	4,000.00	4,500.00	12.50%	5,517.34	6,000.00
	TOTAL INCOME - W/O Spec. Res	5,030,402.35	5,037,690.98	5,017,696.00	4,504,725.92	4,351,096.46	-3.41%	4,614,512.36	4,640,497.34
	TOTAL INCOME - All Funds	5,515,094.60	5,357,277.26	5,324,696.00	4,817,725.92	4,686,096.46	-2.73%	4,881,374.03	4,990,497.34

EXPENSE SUMMARY FY 2018-2019

CORPORATE FUND	EMPLOYEE COSTS	Actuals FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	% of chg
10-10-5603-10	Admin - Regular Hours	489,320.05	494,893.64	508,961.08	524,814.38	538,996.84	2.70%
10-10-5603-20	Adult Servs - Regular Hours	516,909.88	523,908.60	529,222.36	549,285.24	561,938.59	2.30%
10-10-5603-30	Youth Servs - Regular Hours	330,409.93	335,744.28	357,007.29	346,183.57	398,744.11	15.18%
10-10-5603-50	Technical Servs - Regular Hours	291,554.26	259,377.28	268,861.76	272,021.81	279,943.69	2.91%
10-10-5603-60	Circulation - Regular Hours	466,472.17	465,120.22	481,779.21	513,846.15	482,446.73	-6.11%
10-10-5613-10	Administrative - Sunday Hours	5,930.54	5,770.74	6,200.00	0.00	0.00	0.00%
10-10-5613-20	Adult Services - Sunday Hours	21,456.22	23,285.07	23,400.00	0.00	0.00	0.00%
10-10-5613-30	Youth Servs - Sunday Hours	14,066.91	15,320.88	16,000.00	0.00	0.00	0.00%
10-10-5613-60	Circulation - Sunday Hours	29,735.21	29,668.60	29,400.00	0.00	0.00	0.00%
multiple	Health Insurance	246,882.50	279,711.99	305,000.00	320,000.00	320,000.00	0.00%
multiple	Dental Insurance	17,631.34	17,257.84	20,000.00	20,000.00	20,000.00	0.00%
10-10-5623-00	Compsynch Assistance Plan	0.00	865.80	1,000.00	870.00	870.00	0.00%
10-10-5646-00	Unemployment Compensation Ins	-32.07	2,001.91	4,000.00	4,000.00	4,000.00	0.00%
10-10-5646-10	Tuition Reimbursement	0.00	0.00	2,000.00	0.00	0.00	0.00%
(excludes IMRF, FICA)	Total Employee Costs	2,430,336.94	2,452,926.85	2,552,831.70	2,551,021.15	2,606,939.96	2.19%
CORPORATE FUND	BUILDING COSTS						
10-20-5650-00	Internet Service Provider	6,362.40	5,400.00	6,600.00	5,400.00	5,400.00	0.00%
10-20-5651-00	INet Consortium	1,810.00	1,810.00	1,810.00	1,810.00	1,810.00	0.00%
10-20-5652-00	Utilities - Phone	8,778.92	7,983.36	7,800.00	8,000.00	8,000.00	0.00%
10-20-5653-00	Utilities - Gas	6,585.83	7,349.34	7,000.00	7,000.00	7,500.00	7.14%
10-20-5654-00	Utilities - Sewer/Water	2,763.58	2,535.07	2,750.00	2,750.00	2,900.00	5.45%
10-20-5655-00	Utilities - Electric	48,926.79	49,875.89	48,700.00	50,000.00	52,000.00	4.00%
10-20-5656-00	Verizon Wireless	730.96	551.33	680.00	1,500.00	1,500.00	0.00%
10-20-5660-00	Maint Contracts - HVAC	4,933.65	4,800.00	5,500.00	5,000.00	5,000.00	0.00%
10-20-5661-00	Maint Contracts - Maint Serv.	32,111.00	33,774.95	36,750.00	36,750.00	37,500.00	2.04%
10-20-5662-00	Maint Contracts - Landscape Serv	34,375.04	34,061.04	34,000.00	34,500.00	40,000.00	15.94%
10-20-5663-00	Maint/Repairs - Genl Supplies	10,707.90	9,223.89	8,000.00	9,000.00	9,000.00	0.00%
10-20-5664-00	Maint/Repairs - Non Contract Work	23,430.27	22,378.05	18,000.00	18,700.00	83,700.00	347.59%
10-20-5665-00	Rubbish Removal	2,149.08	2,149.08	2,500.00	2,500.00	2,500.00	0.00%
	Total Building Costs	183,665.42	181,892.00	180,090.00	182,910.00	256,810.00	40.40%
CORPORATE FUND	OPERATING EXPENSES						
10-25-5710-00	Postage and Shipping	2,739.60	4,490.07	4,500.00	4,000.00	4,500.00	12.50%
10-25-5710-10	Printing/Spec Serv. - Adult	30,501.65	15,693.86	26,400.00	20,000.00	18,000.00	-10.00%

EXPENSE SUMMARY FY 2018-2019

		Actuals FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	% of chg
10-25-5710-30	Printing/Spec Serv. - Youth Services	87.80	0.00	0.00	0.00	0.00	0.00%
10-25-5711-00	Postage Spec Serv	7,709.03	4,792.89	8,500.00	8,500.00	8,500.00	0.00%
10-25-5712-00	Printing	1,208.34	1,048.18	1,000.00	1,000.00	1,000.00	0.00%
10-25-5713-00	Office Supplies	6,374.85	4,964.09	5,000.00	5,000.00	5,000.00	0.00%
10-25-5714-00	Circ Material Supplies	9,264.86	9,093.99	9,080.00	9,500.00	10,000.00	5.26%
10-25-5715-00	Copier Supplies	1,852.04	2,474.50	2,500.00	2,000.00	1,800.00	-10.00%
10-25-5716-00	Kitchen Supplies	6,433.82	6,720.87	6,500.00	6,500.00	6,500.00	0.00%
10-25-5717-00	Processing Supplies	30,914.76	28,873.54	27,500.00	25,000.00	28,000.00	12.00%
10-25-5718-00	Computer Supplies	15,937.02	15,236.36	13,500.00	14,500.00	12,400.00	-14.48%
10-25-5719-00	Publishing	704.95	1,470.66	2,000.00	1,200.00	2,200.00	83.33%
10-25-5722-15	Safety Deposit Box Rental	150.00	150.00	150.00	150.00	150.00	0.00%
10-25-5723-00	Check Printing	193.13	0.00	250.00	250.00	250.00	0.00%
10-25-5723-15	Bank Charges	1,396.65	1,513.20	1,000.00	1,750.00	3,100.00	77.14%
10-25-5724-15	Local Travel	255.66	524.87	700.00	500.00	500.00	0.00%
	Total Operating Expenses	115,724.16	97,047.08	108,580.00	99,850.00	101,900.00	2.05%
	CORPORATE FUND						
	INSURANCE						
10-30-5750-00	Fidelity Bonds	0.00	2,400.00	2,500.00	2,300.00	2,100.00	-8.70%
10-30-5751-00	Property Damage (All-Peril)	26,193.00	15,314.86	25,000.00	23,000.00	22,600.00	-1.74%
10-30-5752-00	Notary Bond	0.00	0.00	0.00	0.00	65.00	6500.00%
10-30-5754-00	Workers Comp Insurance	5,396.00	5,651.00	5,400.00	6,400.00	6,200.00	-3.13%
	Total Insurance	31,589.00	23,365.86	32,900.00	31,700.00	30,965.00	-2.32%
	CORPORATE FUND						
	CONTRACTUAL SERVICES						
10-35-5760-00	Legal Services	16,501.25	6,622.50	25,000.00	20,000.00	15,000.00	-25.00%
10-35-5761-00	Collection Agency	545.85	572.80	700.00	700.00	700.00	0.00%
10-35-5762-00	Other Contractual Services - Admin	3,804.72	1,628.00	3,500.00	3,500.00	6,500.00	85.71%
10-35-5763-00	Contractual-Technology Asst	31,696.22	27,834.04	25,000.00	30,000.00	60,000.00	100.00%
10-35-5764-10	Other Contractual Services - Librs.	5,142.39	1,343.40	4,500.00	4,500.00	14,000.00	211.11%
10-35-5765-10	Investment Agency Consultants	5,792.91	6,774.62	7,000.00	7,000.00	7,000.00	0.00%
10-35-5769-00	Acctg - Maint & Upgrades	0.00	8,118.12	7,937.00	7,574.00	8,950.00	18.17%
10-35-5770-00	Audit Fee	8,250.00	8,250.00	8,250.00	8,500.00	10,000.00	17.65%
10-35-5771-00	Payroll Service	7,138.90	7,267.49	7,700.00	7,700.00	7,700.00	0.00%
10-48-5846-20	Acctg - Maint & Upgrades	7,520.49	0.00	0.00	0.00	0.00	0.00%
	Total Contractual	86,392.73	68,410.97	89,587.00	89,474.00	129,850.00	45.13%

EXPENSE SUMMARY FY 2018-2019

		Actuals FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	% of chg
CORPORATE FUND	PERSONNEL DEVELOPMENT						
10-40-5783-00	Dues - Staff	3,919.00	5,185.00	5,400.00	5,100.00	5,100.00	0.00%
10-40-5784-00	Meetings - Staff	1,591.83	1,544.41	2,500.00	2,000.00	2,000.00	0.00%
10-40-5785-00	Conferences - Staff	16,865.14	3,910.42	15,000.00	15,000.00	15,000.00	0.00%
10-40-5786-00	Memorial/Tribute/Recognition	1,215.34	877.26	2,000.00	2,000.00	2,000.00	0.00%
10-40-5787-00	In-Service	1,287.95	1,988.25	3,000.00	3,000.00	3,000.00	0.00%
10-40-5788-00	Training (Cont Ed) - Staff	1,231.58	2,199.00	2,200.00	1,500.00	1,500.00	0.00%
	Total Personnel Dev - Staff Only	26,110.84	15,704.34	30,100.00	28,600.00	28,600.00	0.00%
CORPORATE FUND	TRUSTEE EXPENSES						
10-45-5786-70	Dues - Trustee	675.00	525.00	525.00	525.00	525.00	0.00%
10-45-5788-70	Meetings - Trustee	352.25	380.00	500.00	1,000.00	1,000.00	0.00%
10-45-5787-70	Conferences - Trustee	350.00	205.00	500.00	1,000.00	1,000.00	0.00%
10-45-5789-70	Training-Trustee	384.96	500.00	500.00	1,000.00	1,000.00	0.00%
	Total Trustee Only	1,762.21	1,610.00	2,025.00	3,525.00	3,525.00	0.00%
	Total Personnel Development	27,873.05	17,314.34	32,125.00	32,125.00	32,125.00	0.00%
CORPORATE FUND	EQUIPMENT						
10-48-5801-10	Polaris ILS	48,692.97	46,037.57	47,100.00	50,000.00	52,500.00	5.00%
10-48-5801-XX	Technology	0.00	0.00	0.00	0.00	66,000.00	660000.00%
10-48-5801-XX	Facility	0.00	0.00	0.00	0.00	10,000.00	1000000.00%
10-48-5802-00	Major Equip - Library Wide	455.64	0.00	0.00	0.00	0.00	0.00%
10-48-5802-10	Major Equip - Dir/Asst Dir	318.57	0.00	0.00	0.00	0.00	0.00%
10-48-5802-15	Major Equip - Adm Serv/Pr	269.99	0.00	0.00	0.00	0.00	0.00%
10-48-5802-20	Major Equip - Adult Services	331.84	0.00	0.00	0.00	0.00	0.00%
10-48-5802-30	Major Equip - Youth	129.75	0.00	0.00	0.00	0.00	0.00%
10-48-5802-50	Major Equip - Tech Services	496.41	0.00	0.00	0.00	0.00	0.00%
10-48-5802-60	Major Equip - Circ	462.80	0.00	0.00	0.00	0.00	0.00%
10-48-5823-10	Minor Equip - Administration	360.78	592.08	700.00	700.00	700.00	0.00%
10-48-5823-15	Minor Equip - Adm Serv/Pr	136.52	0.00	0.00	0.00	0.00	0.00%
10-48-5823-20	Minor Equip - Adult Services	80.00	731.00	700.00	700.00	700.00	0.00%
10-48-5823-30	Minor Equip - Youth	94.75	774.05	700.00	700.00	700.00	0.00%
10-48-5823-50	Minor Equip - Tech Services	196.74	776.58	700.00	700.00	700.00	0.00%
10-48-5823-60	Minor Equip - Circ	81.33	693.87	700.00	700.00	700.00	0.00%
10-48-5843-00	Rental - Postage Meter	1.00	824.00	800.00	720.00	720.00	0.00%
10-48-5845-00	Equip Maint/Repr - Contracts - Lib Wide	17,874.57	18,171.76	19,150.00	19,000.00	19,000.00	0.00%

EXPENSE SUMMARY FY 2018-2019

		Actuals FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	% of chg
10-48-5846-00	Equip Maint/Repr - Non-Contr - Lib Wide	1,363.34	1,194.87	1,000.00	1,000.00	1,000.00	0.00%
	Total Equipment	71,347.00	69,795.78	71,550.00	74,220.00	152,720.00	105.77%
CORPORATE FUND	LIBRARY MATERIALS						
10-50-5863-20	Literacy	7,354.77	8,654.00	10,000.00	9,000.00	9,000.00	0.00%
10-50-5863-30	Books - Youth	50,397.60	54,055.15	51,000.00	53,000.00	54,000.00	1.89%
10-50-5863-50	Books - Tech Services	202.05	78.00	500.00	200.00	100.00	-50.00%
10-50-5864-10	Books - Non-Fiction	81,079.82	86,495.68	82,000.00	82,000.00	86,100.00	5.00%
10-50-5865-10	Books - Adult/Teen Fiction	68,985.94	72,847.99	65,000.00	68,500.00	72,500.00	5.84%
10-50-5866-20	Rental Books - Adult Services	3,749.80	0.00	0.00	0.00	0.00	0.00%
10-50-5867-20	Reference Books - Adult Services	22,365.10	24,598.18	24,000.00	22,000.00	20,000.00	-9.09%
10-50-5869-20	Internet Licensed Dbases	103,932.42	100,649.52	126,500.00	126,500.00	130,000.00	2.77%
10-50-5871-20	Document Delivery	20,603.17	21,053.40	22,000.00	22,000.00	23,000.00	4.55%
10-50-5872-10	Databases - Professional	7,413.57	14,588.84	10,000.00	10,000.00	10,000.00	0.00%
10-50-5873-30	Databases - Youth Services	16,257.33	12,259.70	12,500.00	12,700.00	12,700.00	0.00%
10-50-5890-30	Audio-Visual Matls - Youth	18,106.63	18,621.22	18,000.00	18,000.00	18,000.00	0.00%
10-50-5895-40	Audio-Visual Matls - Adult Services	100,413.73	103,342.30	95,000.00	102,000.00	117,300.00	15.00%
10-50-5900-20	Periodicals - Adult Services	41,750.35	37,187.69	42,620.00	42,000.00	42,000.00	0.00%
10-50-5900-30	Periodicals - Youth	667.84	683.39	1,000.00	800.00	700.00	-12.50%
10-50-5900-80	Periodicals - Prof. Collection	3,378.44	3,967.46	5,000.00	4,000.00	3,800.00	-5.00%
	Total Library Materials	546,658.56	559,082.52	565,120.00	572,700.00	599,200.00	4.63%
CORPORATE FUND	PROGRAMS						
10-60-5931-10	Programs - Adult	14,065.16	16,645.58	16,000.00	16,000.00	16,500.00	3.13%
10-60-5931-30	Programs - Youth	11,477.18	12,175.67	11,000.00	11,000.00	12,000.00	9.09%
10-60-5931-40	Online Marketing - Lib Wide	466.33	1,677.00	2,000.00	1,800.00	2,000.00	11.11%
10-60-5931-50	Community Relations-Library Wide	7,026.53	6,324.82	6,000.00	6,500.00	6,500.00	0.00%
10-60-5940-10	Readers Services - Adult Services	1,387.41	1,682.73	2,000.00	2,000.00	2,000.00	0.00%
10-60-5940-30	Readers Services - Youth Services	4,395.42	4,624.22	5,300.00	5,000.00	5,500.00	10.00%
	Total Programs	38,818.03	43,130.02	42,300.00	42,300.00	44,500.00	5.20%
CORPORATE FUND	RESTRICTED EXPENSES						
10-80-5980-80	Restricted - Gifts	0.00	0.00	0.00	0.00	0.00	0.00%
10-80-5981-80	Restricted - Per Capita Grant	21,971.75	22,131.41	0.00	0.00	0.00	0.00%
10-80-5984-80	Restricted - Transfer to Special Reserve	475,000.00	300,000.00	300,000.00	300,000.00	300,000.00	0.00%

EXPENSE SUMMARY FY 2018-2019

		Actuals FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	% of chg
10-80-5986-80	Restricted- Transfer to IMRF	200,000.00	200,000.00	200,000.00	50,000.00	50,000.00	0.00%
	Total Restricted Expenses	696,971.75	522,131.41	500,000.00	350,000.00	350,000.00	0.00%
10-90-5999-00	Contingency	0.00	0.00	75,000.00	25,000.00	25,000.00	0.00%
	TOTAL CORPORATE FUND EXPENSES	4,229,376.64	4,035,096.83	4,250,083.70	4,051,300.15	4,330,009.96	6.88%
	.02 BUILDING/MAINTENANCE FUND						
30-65-5920-00	Network - Purchases (.02 B/M)	40,492.58	53,566.83	50,000.00	60,000.00	0.00	-100.00%
30-65-5925-00	Network Maintenance (.02 B/M)	41,853.94	15,098.60	30,000.00	30,000.00	0.00	-100.00%
30-65-5926-00	Maint - Bldg Structure (.02 B/M)	59,820.48	63,515.01	57,000.00	65,000.00	10,000.00	-84.62%
	TOTAL .02 BUILDING/MAINT. FUND	142,167.00	132,180.44	137,000.00	155,000.00	10,000.00	-93.55%
	IMRF FUND						
40 multiple acct#s	IMRF Expense	201,289.68	188,084.04	217,419.42	180,000.00	176,000.00	-2.22%
	TOTAL IMRF FUND	201,289.68	188,084.04	217,419.42	180,000.00	176,000.00	-2.22%
	FICA FUND						
45 multiple acct#s	FICA Expense	161,629.85	159,302.88	169,893.63	168,770.56	173,048.35	2.53%
	TOTAL FICA FUND	161,629.85	159,302.88	169,893.63	168,770.56	173,048.35	2.53%
	(TOTALS NOT REFLECTING SPEC. RES.)	4,734,463.17	4,514,664.19	4,774,396.75	4,555,070.71	4,689,058.31	2.94%
	SPECIAL RESERVE FUND						
	Capital Expenses and Maintenance						
70-20-5660-00	Facility and campus (Spec Res)	0.00	0.00	30,000.00	30,000.00	345,000.00	1050.00%
70-65-5671-00	Library Furn. and Equipment (Spec Res)	0.00	0.00	100,000.00	200,000.00	30,000.00	-85.00%
	Total Capital Expenses and Maintenance	0.00	0.00	130,000.00	230,000.00	375,000.00	63.04%

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EXPENSE SUMMARY FY 2018-2019

		Actuals FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	% of chg
70-65-5674-00	Consulting	27,568.91	26,647.44	50,000.00	50,000.00	75,000.00	50.00%
70-65-5861-00	Interior Renovations	0.00	0.00	10,000.00	0.00	10,000.00	0.00%
70-65-5922-10	Security System (Spec Res)	0.00	0.00	0.00	0.00	140,000.00	140000000.00%
	TOTAL SPECIAL RESERVE FUND	27,568.91	26,647.44	190,000.00	280,000.00	600,000.00	114.29%
	Total Expenses - ALL FUNDS	4,762,032.08	4,541,311.63	4,964,396.75	4,835,070.71	5,289,058.31	9.39%

EMPLOYEE COST BUDGET FY 2019-20

Acct. #	Actual FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Bud 19-20 to Bud 18-19	Actual 03/13/19	Projections 06/30/19
EMPLOYEE COSTS								
10-10-5603-10 Admin - Regular Hours	489,320.05	494,893.64	508,961.08	524,814.38	538,996.84	2.70%	317,313.52	515,000.00
10-10-5603-20 Adult Servs - Regular Hours	516,909.88	523,908.60	529,222.36	549,285.24	561,938.59	2.30%	340,425.62	540,000.00
10-10-5603-30 Youth Servs - Regular Hours	330,409.93	335,744.28	357,007.29	346,183.57	398,744.11	15.18%	211,354.03	350,000.00
10-10-5603-50 Tech Servs - Regular Hours	291,554.26	259,377.28	268,861.76	272,021.81	279,943.69	2.91%	174,399.65	265,000.00
10-10-5603-60 Circulation - Regular Hours	466,472.17	465,120.22	481,779.21	513,846.15	482,446.73	-6.11%	301,557.60	470,000.00
10-10-5613-10 Admin - Sunday Hours	5,930.54	5,770.74	6,200.00	0.00	0.00	0.00%	0.00	0.00
10-10-5613-20 Adult Serv - Sunday Hours	21,456.22	23,285.07	23,400.00	0.00	0.00	0.00%	0.00	0.00
10-10-5613-30 Youth Servs - Sunday Hours	14,066.91	15,320.88	16,000.00	0.00	0.00	0.00%	0.00	0.00
10-10-5613-60 Circulation - Sunday Hours	29,735.21	29,668.60	29,400.00	0.00	0.00	0.00%	0.00	0.00
Salaries subtotal	2,165,855.17	2,153,089.31	2,220,831.70	2,206,151.15	2,262,069.96	2.53%	1,345,050.42	2,140,000.00
multiple acct#s Health Insurance	246,882.50	279,711.99	305,000.00	320,000.00	320,000.00	0.00%	185,736.82	280,000.00
multiple acct#s 7-10% rate increase (LIMRICC)								
Dental Insurance	17,631.34	17,257.84	20,000.00	20,000.00	20,000.00	0.00%	12,494.33	18,500.00
10-10-5623-00 Compsych Assistance Plan	0.00	865.80	1,000.00	870.00	870.00	0.00%	0.00	870.00
\$1.11 per 65 employee=865.8								
Tuition Reimb.	0.00	0.00	2,000.00	0.00	0.00	0.00%	0.00	0.00
Total Employee Costs - Corp	2,430,369.01	2,450,924.94	2,548,831.70	2,547,021.15	2,602,939.96	2.20%	1,543,281.57	2,439,370.00
multiple acct#s IMRF Expense - all Depts.	201,289.68	188,084.04	217,419.42	180,000.00	176,000.00	-2.22%	103,029.02	154,000.00
(separate fund) IMRF rate for 2019 is 6.7%. The preliminary rate for 2020 is 8.8% (calendar year)								
multiple acct#s FICA Expense - all Depts.	161,629.84	159,302.88	169,893.63	168,770.56	173,048.35	2.53%	99,391.83	163,710.00
(separate fund) FICA rate for all salaries is 7.65%								
10-10-5646-00 Unemployment Comp Ins.	-32.07	2,001.91	4,000.00	4,000.00	4,000.00	0.00%	104.87	2,000.00
Total Employee Costs	2,793,256.46	2,800,313.77	2,940,144.75	2,899,791.71	2,955,988.31	1.94%	1,745,807.29	2,759,080.00

BUILDING COSTS BUDGET FY 19-20

Acct. #	BUILDING COSTS	Actual FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Bud 19-20 to Bud 18-19	Actuals 03/13/19	Projections 06/30/19
10-20-5650-00	Internet Service Provider	6,362.40	5,400.00	6,600.00	5,400.00	5,400.00	0.00%	3,150.00	5,400.00
	Internet access								
10-20-5651-00	INet Consortium	1,810.00	1,810.00	1,810.00	1,810.00	1,810.00	0.00%	1,810.00	1,810.00
	INet equipment (fiberoptic/ethernet)								
10-20-5652-00	Utilities - Phone	8,778.92	7,983.36	7,800.00	8,000.00	8,000.00	0.00%	5,082.71	7,336.00
10-20-5653-00	Utilities - Gas	6,585.83	7,349.34	7,000.00	7,000.00	7,500.00	7.14%	6,230.66	7,500.00
10-20-5654-00	Utilities - Sewer & Water	2,763.58	2,535.07	2,750.00	2,750.00	2,900.00	5.45%	1,841.96	2,775.00
10-20-5655-00	Utilities - Electric	48,926.79	49,875.89	48,700.00	50,000.00	52,000.00	4.00%	34,148.81	50,134.39
10-20-5656-00	Verizon (remote access)	730.96	551.33	680.00	1,500.00	1,500.00	0.00%	585.79	1,176.00
	Hotspots								
10-20-5660-00	Maint Contracts - HVAC	4,933.65	4,800.00	5,500.00	5,000.00	5,000.00	0.00%	3,600.00	4,800.00
	Scheduled preventative maintenance								
10-20-5661-00	Maint Contracts - Maint Service	32,111.00	33,774.95	36,750.00	36,750.00	37,500.00	2.04%	21,876.15	35,000.00
	Pest control, facility cleaning: window, carpet, tiles, etc.								
10-20-5662-00	Maint Contracts - Landscape Serv	34,375.04	34,061.04	34,000.00	34,500.00	40,000.00	15.94%	37,777.50	43,147.00
	Landscaping, tree/shrub removal services, snow plowing and salting of parking lot/sidewalks								
10-20-5663-00	Maint/Repairs - General, Supplies	10,707.90	9,223.89	8,000.00	9,000.00	9,000.00	0.00%	5,434.77	9,000.00
	Janitorial supplies, replacement lights, etc.								
10-20-5664-00	Maint/Repairs - Non Contract Work	23,430.27	22,378.05	18,000.00	18,700.00	83,700.00	347.59%	15,228.93	18,500.00
	Hvac repairs not under contract, plumbing, electrical work, other repairs.								
10-20-5665-00	Rubbish Removal	2,149.08	2,149.08	2,500.00	2,500.00	2,500.00	0.00%	1,684.41	2,200.00
	Total Building Costs	183,665.42	181,892.00	180,090.00	182,910.00	256,810.00	40.40%	138,451.69	188,778.39

OPERATING COSTS BUDGET FY 19-20

Acct #		Actual FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Bud 18-20 to Bud 18-19	Actuals 03/13/19	Projections 06/30/2019
	OPERATING EXPENSES								
10-25-5710-00	Postage/Shipping	2,739.60	4,490.07	4,500.00	4,000.00	4,500.00	12.50%	3,170.54	4,100.00
	Postage meter, UPS/FedEx, certified mailings								
10-25-5710-10	Printing/Spec Serv.	30,501.65	15,693.86	26,400.00	20,000.00	18,000.00	-10.00%	8,680.00	13,000.00
	Newsletter, other communications								
10-25-5710-30	Printing/Spec Serv. - Youth Services	87.80	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
	No longer separate line item								
10-25-5711-00	Postage Spec Serv	7,709.03	4,792.89	8,500.00	8,500.00	8,500.00	0.00%	5,522.04	7,772.04
	Mailing and permit fees								
10-25-5712-00	Printing	1,208.34	1,048.18	1,000.00	1,000.00	1,000.00	0.00%	138.00	900.00
	Letterhead, envelopes, business cards								
10-25-5713-00	Office Supplies	6,374.85	4,964.09	5,000.00	5,000.00	5,000.00	0.00%	3,866.51	4,700.00
	Library-wide supplies								
10-25-5714-00	Circ Material Supplies	9,264.86	9,093.99	9,080.00	9,500.00	10,000.00	5.26%	4,221.67	9,500.00
	Patron IDs, barcode labels, registration cards, cleaning supplies, thermal receipt paper, bags, etc								
10-25-5715-00	Copier Supplies	1,852.04	2,474.50	2,500.00	2,000.00	1,800.00	-10.00%	884.70	1,500.00
	Copier supplies for all copiers; toner, paper.								
10-25-5716-00	Kitchen Supplies	6,433.82	6,720.87	6,500.00	6,500.00	6,500.00	0.00%	4,514.06	6,300.00
10-25-5717-00	Processing Supplies	30,914.76	28,873.54	27,500.00	25,000.00	28,000.00	12.00%	19857.75	27,500.00
	Barcodes, replacement cases, security tags, labels, etc.								
10-25-5718-00	Computer Supplies	15,937.02	15,236.36	13,500.00	14,500.00	12,400.00	-14.48%	6,252.33	12,000.00
	Laser toner cartridges, color printers supplies, cleaning products for public/staff PCs, PACS and printers.								
10-25-5719-00	Publishing	704.95	1,470.66	2,000.00	1,200.00	2,200.00	83.33%	732.46	1,200.00
	Ordinances, booklets, directories, etc.								
10-25-5722-15	Safety Deposit Box Rental	150.00	150.00	150.00	150.00	150.00	0.00%	50.00	150.00
10-25-5723-00	Check Printing	193.13	0.00	250.00	250.00	250.00	0.00%	258.78	260.00
	Accis payable/petty cash checks, deposit slips								
10-25-5723-15	Bank Charges	1,396.65	1,513.20	1,000.00	1,750.00	3,100.00	77.14%	2,010.68	2,240.00
	Fees: wire, bank, and e-commerce								
10-25-5724-15	Local Travel	255.66	524.87	700.00	500.00	500.00	0.00%	367.86	500.00
	Travel reimbursement for business								
	Total Operating Expenses	115,724.16	97,047.08	108,580.00	99,850.00	101,900.00	2.05%	60,527.38	91,622.04

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INSURANCE COSTS BUDGET FY 19-20

Acct. #	INSURANCE	Actual FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Bud 19-20 to Bud 18-19	Actual 03/13/19	Projections 06/30/19
10-30-5750-00	Fidelity Bonds	0.00	2,400.00	2,500.00	2,300.00	2,100.00	-8.70%	2,400.00	2,400.00
	Treasurer's bond								
10-30-5751-00	Property Insurance	26,193.00	15,314.86	25,000.00	23,000.00	22,600.00	-1.74%	29,868.70	29,869.00
	Package; Property, Gen. Liability, Auto, Physical Damage, Crime, Boiler & Machinery, etc.								
10-30-5752-00	Notary Bond	0.00	0.00	0.00	0.00	65.00	6500.00%	0.00	0.00
10-30-5754-00	Workers Comp Insurance	5,396.00	5,651.00	5,400.00	6,400.00	6,200.00	-3.13%	8,836.00	8,836.00
	LIRA recommended adjustment								
	Total Insurance	31,589.00	23,365.86	32,900.00	31,700.00	30,965.00	-2.32%	41,104.70	41,105.00

CONTRACTUAL SERVICES COSTS
BUDGET FY 2019-20

Acct. #		Actual FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Bud 19-20 to Bud 18-19	Actual 03/13/19	Projections 06/30/19
10-35-5760-00	CONTRACTUAL SERVICES								
	Legal Services	16,501.25	6,622.50	25,000.00	20,000.00	15,000.00	-25.00%	3,419.25	6,000.00
10-35-5761-00	Collection Agency	545.85	572.80	700.00	700.00	700.00	0.00%	393.80	550.00
10-35-5762-00	Other Contractual Services - Adm HR Source, facility appraisal, Constant Contact, OPEB actuarial consulting, etc	3,804.72	1,628.00	3,500.00	3,500.00	6,500.00	85.71%	2,040.00	2,750.00
10-35-5763-00	Contractual-Technology Consulting								
	Network monitoring, OSG, cloud services, licensing and maintenance agreements	31,696.22	27,834.04	25,000.00	30,000.00	60,000.00	100.00%	19,132.88	24,500.00
10-35-5764-10	Other Contractual Services - Library-wide								
	Web & app design authority, HR salary study	5,142.39	1,343.40	4,500.00	4,500.00	14,000.00	211.11%	2,681.60	7,000.00
10-35-5765-10	Investment Agency Consultants	5,792.91	6,774.62	7,000.00	7,000.00	7,000.00	0.00%	3,436.33	6,000.00
10-35-5769-00	Acctg - Maint & Upgrades	0.00	8,118.12	7,937.00	7,574.00	8,950.00	18.17%	7,574.04	7,575.00
10-35-5770-00	Audit Fee								
	RFP for new audit firm	8,250.00	8,250.00	8,250.00	8,500.00	10,000.00	17.65%	8,500.00	8,500.00
10-35-5771-00	Payroll Service	7,138.90	7,267.49	7,700.00	7,700.00	7,700.00	0.00%	5,052.62	7,200.00
10-48-5846-20	Acctg - Maint & Upgrades								
	Moved from Equipment budget	7,520.49	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
	Total Contractual	86,392.73	68,410.97	89,587.00	89,474.00	129,850.00	45.13%	52,230.52	70,075.00

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PERSONNEL DEVELOPMENT BUDGET FY 2019-20

Acct. #	Actual FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Bud 19-20 to Bud 18-19	Actual 03/13/19	Projections 06/30/19
PERSONNEL DEVELOPMENT								
10-40-5783-00	3,919.00	5,185.00	5,400.00	5,100.00	5,100.00	0.00%	3,411.00	4,200.00
10-40-5784-00	1,591.83	1,544.41	2,500.00	2,000.00	2,000.00	0.00%	780.32	1,750.00
10-40-5785-00	16,865.14	3,910.42	15,000.00	15,000.00	15,000.00	0.00%	6,517.47	13,500.00
10-40-5786-00	1,215.34	877.26	2,000.00	2,000.00	2,000.00	0.00%	517.57	1,100.00
10-40-5787-00	1,287.95	1,988.25	3,000.00	3,000.00	3,000.00	0.00%	2,917.34	2,920.00
10-40-5788-00	1,231.58	2,199.00	2,200.00	1,500.00	1,500.00	0.00%	1,480.32	1,485.00
Total Personnel Dev - Staff								
	26,110.84	15,704.34	30,100.00	28,600.00	28,600.00	0.00%	15,624.02	24,955.00
TRUSTEE EXPENSES								
10-45-5786-70	675.00	525.00	525.00	525.00	525.00	0.00%	300.00	525.00
ILA								
10-45-5787-70	350.00	380.00	500.00	1,000.00	1,000.00	0.00%	175.00	300.00
10-45-5788-70	352.25	205.00	500.00	1,000.00	1,000.00	0.00%	0.00	0.00
10-45-5789-70	384.96	500.00	500.00	1,000.00	1,000.00	0.00%	0.00	0.00
Total Personnel Dev - Trustee								
	1,762.21	1,610.00	2,025.00	3,525.00	3,525.00	0.00%	475.00	825.00
Total Personnel Development								
	27,873.05	17,314.34	32,125.00	32,125.00	32,125.00	0.00%	16,099.02	25,780.00

EQUIPMENT COSTS BUDGET FY 19-20

Acct. #		Actual		Budget		Budget		Budget		Actual	Projections	
		FY 16-17	FY 17-18	FY 17-18	FY 18-19	FY 19-20	Bud 19-20 to Bud 18-19			03/13/19	06/30/19	
10-48-5801-10	EQUIPMENT											
10-48-5801-10	Polaris ILS	48,692.97	46,037.57	47,100.00	50,000.00	52,500.00	5.00%			48,622.70	49,000.00	
	ILS software maint and updates, server/client, self-checks, outreach module, inventory PAC, licenses, Syndetics											
10-48-5801-XX	Technology	0.00	0.00	0.00	0.00	66,000.00	5600000.00%			0.00	0.00	0.00
	Hardware											
10-48-5801-XX	Facility	0.00	0.00	0.00	0.00	10,000.00	1000000.00%			0.00	0.00	0.00
	Tables, chairs, desks											
10-48-5802-00	Major Equip - Library Wide	455.64	0.00	0.00	0.00	0.00	0.00%			0.00	0.00	0.00
10-48-5802-10	Major Equip - Dir/Asst Dir	318.57	0.00	0.00	0.00	0.00	0.00%			0.00	0.00	0.00
10-48-5802-15	Major Equip - Adm Serv	269.99	0.00	0.00	0.00	0.00	0.00%			0.00	0.00	0.00
10-48-5802-20	Major Equip - Adult Services	331.84	0.00	0.00	0.00	0.00	0.00%			0.00	0.00	0.00
10-48-5802-30	Major Equip - Youth	129.75	0.00	0.00	0.00	0.00	0.00%			0.00	0.00	0.00
10-48-5802-50	Major Equip - Tech Services	496.41	0.00	0.00	0.00	0.00	0.00%			0.00	0.00	0.00
10-48-5802-60	Major Equip - Circ	462.80	0.00	0.00	0.00	0.00	0.00%			0.00	0.00	0.00
	Combined Major Equip with Minor Equip											
10-48-5823-10	Minor Equip - Administration	360.78	592.08	700.00	700.00	700.00	0.00%			588.83	700.00	700.00
10-48-5823-15	Minor Equip - Adm Serv/PR	136.52	0.00	0.00	0.00	0.00	0.00%			0.00	0.00	0.00
10-48-5823-20	Minor Equip - Adult Services	80.00	731.00	700.00	700.00	700.00	0.00%			776.24	700.00	700.00
10-48-5823-30	Minor Equip - Youth	94.75	774.05	700.00	700.00	700.00	0.00%			558.76	700.00	700.00
10-48-5823-50	Minor Equip - Tech Services	196.74	776.58	700.00	700.00	700.00	0.00%			287.92	700.00	700.00
10-48-5823-60	Minor Equip - Circ	81.33	693.87	700.00	700.00	700.00	0.00%			461.65	700.00	700.00
10-48-5843-00	Rental - Postage Meter	1.00	824.00	800.00	720.00	720.00	0.00%			360.00	720.00	720.00
	Rental fees-180/qr											
10-48-5845-00	Equip Maint/Repr - Contracts - Lib Wide	17,874.57	18,171.76	19,150.00	19,000.00	19,000.00	0.00%			9,735.29	18,000.00	
	Elevator/inspection, security alarm, main copier, backflow testing, sprinklers, fire extinguishers, automatic doors, R11 disk cleaner, boiler inspection, YS/CS copiers, cash register											
10-48-5846-00	Equip Maint/Repr - Non-Contracts - Lib Wide	1,363.34	1,194.87	1,000.00	1,000.00	1,000.00	0.00%			475.01	800.00	
	Total Equipment	71,347.00	69,795.78	71,550.00	74,220.00	152,720.00	105.77%			61,866.40	72,020.00	

MATERIALS COSTS BUDGET FY 19-20

Acct. #	MATERIALS	Actual FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Bud 19-20 to Bud 18-19	Actual 03/13/19	Projections 06/30/19
10-50-5863-20	Literacy	7,354.77	8,654.00	10,000.00	9,000.00	9,000.00	0.00%	3,644.77	9,000.00
	ESL/ELD classes, books, AV and journal subscriptions, posters/brochures, software								
10-50-5863-30	Books - Youth	50,397.60	54,055.15	51,000.00	53,000.00	54,000.00	1.89%	42,250.99	53,000.00
	Books, replacements, lost/missing & duplicate popular materials								
10-50-5863-50	Books - Tech Services	202.05	78.00	500.00	200.00	100.00	-50.00%	100.00	100.00
	Library of Congress subect headings, etc								
10-50-5864-10	Books - Non Fiction	81,079.82	86,495.68	82,000.00	82,000.00	86,100.00	5.00%	77,535.33	82,000.00
	Books, replacements, lost/missing & duplicate popular materials								
10-50-5865-10	Books - Adult/Teen Fiction	68,985.94	72,847.99	65,000.00	68,500.00	72,500.00	5.84%	52,969.49	68,000.00
	Books, replacements, lost/missing & duplicate popular materials								
40-50-5866-20	Business-Reference-Supplements	3,749.80	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
	Combined this w/10-50-5867-20								
10-50-5867-20	Reference Books - Adult Services	22,365.10	24,598.18	24,000.00	22,000.00	20,000.00	-9.09%	13,519.34	22,000.00
	Continuations, govt. investments, directories, etc								
10-50-5869-20	Internet Licensed Dbases	103,932.42	100,649.52	126,500.00	126,500.00	130,000.00	2.77%	121,649.75	126,000.00
	Publicly accessible databases/remote and in-house								
10-50-5871-20	Document Delivery	20,603.17	21,053.40	22,000.00	22,000.00	23,000.00	4.55%	21,313.23	22,000.00
	OCLC and management fees of ILLs								
10-50-5872-10	Databases - Professional	7,413.57	14,588.84	10,000.00	10,000.00	10,000.00	0.00%	4,727.55	8,000.00
	Book vendor platform, cataloging, etc.								
10-50-5873-30	Databases - Youth Services	16,257.33	12,259.70	12,500.00	12,700.00	12,700.00	0.00%	10,504.00	12,000.00
	Publicly accessible databases/remote and in-house								
10-50-5890-30	Audio-Visual Mats - Youth	18,106.63	18,621.22	18,000.00	18,000.00	18,000.00	0.00%	14,374.35	18,000.00
	AV materials for children and Jr high aged students, includes DVDs, CDs, video games, digital content, audio books, puzzles and puppets.								
10-50-5895-40	Audio-Visual Mats - Adult Services	100,413.73	103,342.30	95,000.00	102,000.00	117,300.00	15.00%	87,386.06	100,000.00
	E-readers/devices, digital content, e-audio, art prints, replacement copies, Dvds and Blu-rays, etc.								
10-50-5900-20	Periodicals - Adult Services	41,750.35	37,187.69	42,620.00	42,000.00	42,000.00	0.00%	40,967.38	42,000.00
	Magazines and affiliated resources								
10-50-5900-30	Periodicals - Youth	667.84	683.39	1,000.00	800.00	700.00	-12.50%	327.40	600.00
	Magazines and affiliated resources								
10-50-5900-80	Periodicals - Prof. Collection	3,378.44	3,967.46	5,000.00	4,000.00	3,800.00	-5.00%	2,285.84	3,500.00
	ALA, ILA and other affiliated publications								
	Total Library Materials	546,658.56	559,082.52	565,120.00	572,700.00	599,200.00	4.63%	493,555.48	566,200.00

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PROGRAM COSTS BUDGET FY 19-20

Acct. #	Actual FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Bud 19-20 to Bud 18-19	Actual 03/13/19	Projections 06/30/19
PROGRAMS								
Programs - Adults								
10-60-5931-10	14,065.16	16,645.58	16,000.00	16,000.00	16,500.00	3.13%	11,082.45	16,000.00
Adult, Teen, Family and Senior programs: speakers, performers, lectures, book/film groups, classes.								
Programs - Youth								
10-60-5931-30	11,477.18	12,175.67	11,000.00	11,000.00	12,000.00	9.09%	6,080.38	11,000.00
Babies thru Jr-high programs, speakers and performers. After school and outreach programs								
Online Marketing - Library wide								
10-60-5931-40	466.33	1,677.00	2,000.00	1,800.00	2,000.00	11.11%	1,555.22	1,800.00
Digital Outreach Team, eNews, VIP Text								
Community Relations-Library Wide								
10-60-5931-50	7,026.53	6,324.82	6,000.00	6,500.00	6,500.00	0.00%	4,013.26	6,500.00
Library-wide programming efforts: Nat'l Library Week, Library Card Signup Month, outreach, digital sign, Museum Adventure Pass annual membership								
Readers Services - Adult Services								
10-60-5940-10	1,387.41	1,682.73	2,000.00	2,000.00	2,000.00	0.00%	1,895.79	2,000.00
Posters, bookmarks, display items, colored paper, summer read program supplies, etc.								
Readers Services - Youth								
10-60-5940-30	4,395.42	4,624.22	5,300.00	5,000.00	5,500.00	10.00%	3,548.25	5,000.00
YS area displays, storytime room, bulletin boards, bookmarks, program supplies, etc								
Total Programs								
	38,818.03	43,130.02	42,300.00	42,300.00	44,500.00	5.20%	28,175.35	42,300.00

**SPECIAL RESERVES
FY 2019-2020**

Acct. #		Actual FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Bud 19-20 to Bud 18-19	Actual 03/13/19	Projections 06/30/19
	SPECIAL RESERVE FUND								
	Capital Expenses and Maintenance								
70-20-5660-00	Facility and Campus (Spec Res)	0.00	0.00	30,000.00	30,000.00	345,000.00	1050.00%	0.00	0.00
	Book drop, stormwater management, campus curb repairs, air handlers								
70-65-5671-00	Library Furniture and Equipment (Spec Res)	0.00	0.00	100,000.00	200,000.00	30,000.00	-85.00%	4,108.84	5,000.00
	YS bin shelving								
70-65-5674-00	Consulting (Spec Res)	27,568.91	26,647.44	50,000.00	50,000.00	75,000.00	50.00%	0.00	10,000.00
	Potential bldg enhancements , Project Management Expenses								
70-65-5861-00	Interior Renovation (Spec Res)	0.00	0.00	10,000.00	0.00	10,000.00	1000000.00%	0.00	0.00
	Paint/moulding								
70-65-5922-10	Security System (Spec Res)	0.00	0.00	0.00	0.00	140,000.00	1400000000.00%	0.00	0.00
	Keyless entry/RFID								
	Total Capital Expenses and Maintenance	27,568.91	26,647.44	190,000.00	280,000.00	600,000.00	114.29%	4,108.84	15,000.00
	TOTAL ALL SPECIAL RESERVE FUND EXPENSES	27,568.91	26,647.44	190,000.00	280,000.00	600,000.00	114.29%	4,108.84	15,000.00

Acct. #	Actual FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Bud 19-20 to Bud 18-19	Actual 03/13/19	Projections 06/30/19
30-65-5920-00 Network Purchases	40,492.58	53,566.83	50,000.00	60,000.00	0.00	-100.00%	16,559.41	60,000.00
30-65-5925-00 Network Maintenance	41,853.94	15,098.60	30,000.00	30,000.00	0.00	-100.00%	22,951.42	30,000.00
30-65-5926-00 Maint - Bldg Structure/Upgrades	59,820.48	63,515.01	57,000.00	65,000.00	10,000.00	-84.62%	105,557.00	126,000.00
TOTAL .02 BUILDING/MAINT. FUND	142,167.00	132,180.44	137,000.00	155,000.00	10,000.00	-93.55%	145,067.83	216,000.00

Acct. #	Actual FY 16-17	Actual FY 17-18	Budget FY 17-18	Budget FY 18-19	Budget FY 19-20	Bud 19-20 Bud 18-19	Actual 03/13/19	Projections 06/30/19
RESTRICTED USE								
10-80-5980-80	0.00	0.00	0.00	0.00	0.00	0.00%	550.74	560.00
10-80-5981-80	21,971.75	22,131.41	0.00	0.00	0.00	0.00%	2,869.04	35,630.00
10-80-5984-80	475,000.00	300,000.00	300,000.00	300,000.00	300,000.00	0.00%	225,000.00	300,000.00
10-80-5986-80	200,000.00	200,000.00	200,000.00	50,000.00	50,000.00	0.00%	50,000.00	50,000.00
Total Restricted Use	696,971.75	522,131.41	500,000.00	350,000.00	350,000.00	0.00%	278,419.78	386,190.00
CONTINGENCY								
10-90-5999-00	0.00	0.00	75,000.00	25,000.00	25,000.00	0.00%	0.00	7,500.00