

## LISLE LIBRARY DISTRICT

A checklist of information included in your board packet for the April 12, 2017 Board Meeting.

- 04/12/2017 Agenda - 1 pg.
- 03/08/2017 Board Meeting Minutes - 3 pgs.
- Treasurer's Report - 1 pg.
- Investment Activity Report - 1 pg.
- Current Assets Report - 1 pg.
- Revenue Report - 4 pgs.
- Expense Report - 10 pgs.
- Accounts Payable/Distribution - 24 pgs.
- Monthly Circulation Report - 1 pg.
- Program and Service Statistics - 1 pg.
- Director's Report - 5 pgs.
- Assistant Director's Report - 2 pgs.
- Adult Services Quarterly Report - 3 pgs.
- Youth Services Quarterly Report - 2 pgs.
- Circulation Services Quarterly Report - 2 pgs.
- Technical Services Quarterly Report - 2 pgs.
- Media Hits - 5 pgs.

*PUBLIC/LEGAL NOTICE*

*The regular monthly Board meeting of the Lisle Library District Board of Trustees will be held on April 12, 2017 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois.*

*Any person who has a disability requiring accommodations to participate in this meeting should contact the Lisle Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.*

**LISLE LIBRARY DISTRICT  
BOARD MEETING  
April 12, 2017 - 7:00 p.m.**

1. Roll call
2. Opportunity for visitors to speak
3. Consent Agenda - Action Required
  - a. Approve Minutes of the March 8, 2017 Board Meeting
  - b. Acknowledge Treasurer's Report, 03/31/17, Investment Activity Report, 03/31/17, Current Assets Report, 03/31/17, Revenue Report, 03/31/17, and Expense Report, 03/31/17
  - c. Authorize Payment of Bills, 04/12/17
4. Director's Report

Assign Trustees for "Review of Bills Next Month"

Trustee Rieck and Trustee Hummel reviewed the March billings in April.

Trustee Huff and Trustee Wang will review the April billings in May.
5. Assistant Director's Report
6. Committee Reports
  - a. Finance
  - b. Personnel/Policy
  - c. Physical Plant
7. Unfinished Business
  - a. FY 17/18 Budget discussion
8. New Business
9. Adjourn

LISLE LIBRARY DISTRICT  
BOARD MEETING  
March 8, 2017 - 7:00 p.m.

1. Roll call

Present:

Richard Flint - President  
Maureen Rieck - Vice-President  
Colleen Sehy - Treasurer  
John Huff - Secretary  
Jay Fisher - Trustee  
Thomas Hummel - Trustee

Absent:

Longry Wang - Trustee

2. Opportunity for visitors to speak

Public comment period included visitor comments about the Board's decision to hire a community engagement consultant, library resources and book clubs, bathroom access in Youth Services, a local author's book, and a presentation to the Board of a stained glass panel of the LLD logo.

3. Consent Agenda

- a. Approve Minutes of the February 6, 2017 Health Insurance ad hoc Committee Meeting
- b. Approve Minutes of the February 8, 2017 Board Meeting
- c. Approve Minutes of the February 8, 2017 Executive Session
- d. Approve Minutes of the February 20, 2017 Health Insurance ad hoc Committee Meeting
- e. Approve Minutes of the February 22, 2017 Committee of the Whole Budget Meeting
- f. Approve Minutes of the March 1, 2017 Personnel/Policy Committee Meeting
- g. Acknowledge Treasurer's Report, 02/28/17, Investment Activity Report, 02/28/17, Current Assets Report, 02/28/17, Revenue Report, 02/28/17, and Expense Report, 02/28/17
- h. Authorize Payment of Bills, 03/08/17

**MOTION:** Trustee Hummel moved to approve Consent Agenda items a. through g. and defer the vote on item h. until after discussion of New Business, item b.

Roll Call Vote - All Aye

4. Director's Report

Assign Trustees for "Review of Bills Next Month."

Trustee Flint and Trustee Fisher reviewed the February billings in March.

Trustee Rieck and Trustee Hummel will review the March billings in April.

The Director has restructured staff positions within the Library. There were three internal promotions. Two previous positions will not be filled. The Administrative Office Manager retired at the end of February. Gail Graziani, Assistant Director of Adult Services, now coordinates Gallery 777. Literacy Librarian, Jean Demas, has moved from the Administrative Department to Adult Services Department. Millennia Consulting will meet with the department head/reference team this month for a tour. Representative David Olsen held a "mobile office" in the Library's foyer to answer questions from constituents. The Director will be working with the Finance Director to implement a new health insurance structure. More information will be provided at the March 22<sup>nd</sup> Committee of the Whole meeting. The meeting room wall was repaired and repainted.

5. Assistant Director's Report

The Assistant Director met with vendors including cleaning, landscaping, and snow removal. There were some plumbing issues in the west mechanical room. She also attended a Legislative Meet-Up and was able to speak with Representative David Olsen in February. The PA system speakers were tested with the help of the IT Manager. A few rocks fell off the stone façade near the entrance. A masonry firm has been contacted for a repair estimate.

6. Communications

7. Committee Reports

- a. Finance - The Chair acknowledged moving funds from Illinois Funds to Ehlers Investment Partners. No meeting planned.
- b. Personnel Policy - The Committee met March 1<sup>st</sup> and discussed revisions to Policy 850 section X - G. Insurance. No meeting planned.
- c. Physical Plant - No meeting planned
- d. Health Insurance (ad hoc) - The Committee met February 6<sup>th</sup> and 20<sup>th</sup> to discuss to Policy 850 section X - G. Insurance and other library health insurance plans. This committee has fulfilled its role and was retired by the Board President.

8. Unfinished Business

9. New Business

- a. Approve revision to Policy 850 section X - G. Insurance

The Board discussed proposed changes to Policy 850 section X - G. The ad hoc Health Insurance Committee (retired) and Personnel Policy Committee reviewed and revised this policy, clarifying definitions, describing types of insurance and revising language and sentence orientation. Personnel Policy members recommend revisiting section X - G, item 2. for relocation within Policy 850.

**MOTION:** Trustee Rieck moved to approve the revision to Policy 850 section X - G. Insurance.

Roll Call Vote - All Aye

- b. Approve and confirm decision to hire Millennia Consulting as the Library's community engagement consulting firm for purposes such as, but not limited to, long range planning, focus groups, and data collection; for a fee of \$54,450.00 with additional expenses not to exceed \$5,500.00

**MOTION:** Trustee Sehy moved to approve and confirm the decision to hire Millennia Consulting as the Library's community engagement consulting firm for purposes such as, but not limited to, long range planning, focus groups, and data collection; for a fee of \$54,450.00 with additional expenses not to exceed \$5,500.00.

Roll Call Vote - Trustee Fisher - Aye, Trustee Huff - Aye, Trustee Hummel - Nay, Trustee Rieck - Aye, Trustee Sehy - Aye

The motion passed.

**MOTION:** Trustee Rieck moved to approve Consent Agenda, item h. Roll Call Vote - All Aye

10. Adjourn

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

The meeting adjourned at 8:13 p.m.



Recorded by

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Chris Knight, Recording Secretary

Approved by the Board of Trustees on April 12, 2017.

Approved by

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John Huff, Secretary of the Board

DRAFT

## Treasurer's Report as of March 31, 2017

Fund Name	Cash Balance 02/28/17	Cash Receipts this month	Cash Disbursed this month	Cash Balance 03/31/17	
Corporate	5,546,647.80	8,698.64	302,082.66	5,253,263.78	83.29%
Building Maintenance	106,788.08	86.11	196.00	106,678.19	1.69%
IMRF	370,940.70	219.86	16,578.10	354,582.46	5.62%
FICA	201,790.08	139.29	13,602.47	188,326.90	2.99%
Working Cash	404,293.55	297.47	0.00	404,591.02	6.41%
Subtotals	6,630,460.21	9,441.37	332,459.23	6,307,442.35	100.00%
Special Reserve	2,347,679.55	25,763.69	0.00	2,373,443.24	
	<u>8,978,139.76</u>	<u>35,205.06</u>	<u>332,459.23</u>	<u>8,680,885.59</u>	

\_\_\_\_\_  
Colleen Sehy  
Treasurer

\_\_\_\_\_  
Date

## **MONTHLY INVESTMENT ACTIVITY**

### **March, 2017**

#### **Lisle Savings Bank – Money Market**

Earned monthly interest of \$46.58. The 2 CDs earned interest of \$344.19.

#### **The Illinois Funds – MM**

The deposits in March consisted of monthly interest of \$ 763.69 and PPRT of \$1835.47.

#### **Ehlers Investment-TD Ameritrade**

The interest for March was \$1.44. We had 7 notes that paid interest totaling \$3,789.74. We purchased 2 additional investments in March.

#### **IMET-MM**

The interest for March totaled \$668.21. We also have \$31,210.15 in a restricted liquidating trust account.

#### **US Bank**

We earned interest of \$28.77 for March. We earned \$1737.55 in ecommerce income and paid \$86.30 in ecommerce fees.

#### **MB Financial NOW acct**

Earned monthly interest of \$340.12. March's payroll expenses were withdrawn for \$208,033.64 and we moved \$255,000 to the General Fund checking for monthly disbursements and payroll.

## **PAYMENT OF BILLS**

According to the RECAP OF PRIOR SHEETS EXPENSES report, which is the last page of the Bills Paid Report for March 2017 Board Meeting, our payables totaled \$323,048.35.

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

	Fair Market Value on 3/31/17
<u>Checking Accounts</u>	
Bank of America - (2)	\$42,544.83
MB Financial Now acct	\$1,985,280.73
US Bank	\$11,759.57
E commerce	\$23,380.35
	<u>\$2,062,965.48</u>
<u>Money Markets</u>	
Lisle Savings Bank	\$202,431.96
IMET	\$912,186.68
The Illinois Funds	\$1,284,244.82
	<u>\$2,398,863.26</u>
<u>Restricted Cash-IMET</u>	\$31,210.15
<u>Ehlers Investments</u>	\$7,400.01

	Purchased	Face Amt.	@	Coupon Rate	YTM	Paid	FMV	Diff	Due
<u>Investments</u>									
Lisle Savings Bank	7/11/2016	\$ 216,309.67	100.000	0.50	0.50	216,309.67	\$217,093.36	\$783.69	7/11/2017
Charter One/US Bank	3/15/2015	\$ 249,999.99	100.000	0.75	0.75	249,999.99	\$248,999.99	\$0.00	12/15/2016
Goldman Sachs	12/13/2013	\$ 100,000.00	100.000	1.80	1.52	101,704.00	\$100,131.00	-\$1,573.00	5/16/2017
American Exp Bank CD	7/24/2014	\$ 150,000.00	100.000	1.15	1.15	150,000.00	\$150,162.00	\$162.00	7/24/2017
Sallie Mae CD	4/16/2014	\$ 125,000.00	101.230	1.75	1.37	126,933.05	\$125,396.25	-\$1,536.80	8/15/2017
Ally Bank CD	9/17/2015	\$ 155,000.00	100.000	1.25	1.25	154,937.50	\$155,269.70	\$332.20	9/16/2017
Winnipeg City, IL	1/8/2013	\$ 55,000.00	107.516	3.25	1.67	59,133.80	\$55,916.85	-\$3,216.95	12/30/2017
Discover Bank	2/11/2015	\$ 50,000.00	100.000	1.20	1.20	50,000.00	\$50,069.00	\$69.00	2/12/2018
Goldman Sachs	2/11/2015	\$ 107,000.00	100.000	1.25	1.25	107,000.00	\$107,193.67	\$193.67	2/12/2018
Discover Bank	7/22/2015	\$ 150,000.00	99.100	1.30	1.63	149,023.97	\$150,178.50	\$1,154.53	5/14/2018
Fed Natl Mtge Assoc	2/27/2014	\$ 100,000.00	99.575	1.00	1.08	99,672.22	\$99,673.00	\$0.78	7/30/2018
Capital One BK USA Natl	8/19/2015	\$ 118,000.00	100.000	1.75	1.75	118,000.00	\$118,621.86	\$621.86	8/20/2018
Ally Bank CD	10/2/2015	\$ 30,000.00	99.800	1.70	1.77	29,965.58	\$30,156.30	\$190.72	9/24/2018
Capital One	10/1/2015	\$ 150,000.00	99.948	1.65	1.67	150,071.18	\$150,751.50	\$680.32	10/1/2018
Comenity Cap Bk	11/3/2015	\$ 125,000.00	99.970	1.40	1.41	124,982.29	\$125,590.00	\$607.71	11/2/2018
Capital One BK USA	11/4/2015	\$ 125,000.00	100.000	1.55	1.55	125,000.00	\$125,583.75	\$583.75	11/5/2018
Lisle Savings Bank	7/16/2015	\$ 214,915.16	100.000	1.35	1.35	214,915.16	\$219,932.86	\$5,017.70	1/16/2019
Wells Fargo Bank	3/9/2016	\$ 160,000.00	100.000	1.20	1.20	160,000.00	\$159,859.20	-\$140.80	3/11/2019
Stevens Point	3/2/2016	\$ 16,000.00	107.615	4.10	1.96	16,409.06	\$15,668.70	-\$740.36	4/1/2019
Fed Natl Mtg Assoc	5/16/2016	\$ 160,000.00	99.975	1.20	1.21	159,975.00	\$159,060.80	-\$914.20	5/16/2019
Menominee Falls	5/2/2016	\$ 25,000.00	102.191	2.00	1.27	25,757.47	\$25,115.75	-\$641.72	6/1/2019
Merrick Bk South	8/19/2016	\$ 125,000.00	100.000	1.20	1.20	124,962.50	\$123,390.00	-\$1,562.50	8/19/2019
Everbank	9/7/2016	\$ 160,000.00	100.000	1.20	1.20	160,015.00	\$158,307.20	-\$1,707.80	9/6/2019
Freddie Mac	12/7/2015	\$ 60,000.00	100.000	1.25	1.58	59,398.02	\$59,665.20	\$267.18	10/2/2019
Ally Bank	12/23/2016	\$ 50,000.00	100.000	1.65	1.65	49,979.76	\$49,933.00	-\$46.76	12/23/2019
Key Bank Natl	3/8/2017	\$ 225,000.00	100.000	1.70	1.70	224,902.50	\$224,739.00	-\$163.50	3/9/2020
Green Bay, WI SD	12/20/2016	\$ 10,000.00	100.000	4.30	4.30	10,725.26	\$10,641.00	-\$84.26	4/1/2020
Menominee Falls	5/2/2016	\$ 15,000.00	106.927	3.50	1.70	16,055.51	\$15,676.20	-\$379.31	5/1/2020
Will County, IL CCS	12/20/2016	\$ 50,000.00	100.000	2.57	2.57	50,284.43	\$50,261.50	-\$22.93	10/1/2020
FNMA	2/28/2017	\$ 175,000.00	100.000	2.00	2.00	175,000.00	\$174,221.25	-\$778.75	2/26/2021
FNMA	2/28/2017	\$ 170,000.00	100.000	2.00	2.00	169,930.00	\$169,862.30	-\$67.70	5/28/2021
Madison, WI	11/17/2016	\$ 100,000.00	102.896	2.45	1.83	103,209.06	\$102,205.00	-\$1,004.06	10/1/2021
FHLMC	2/24/2017	\$ 200,000.00	100.000	2.25	2.25	200,000.00	\$200,086.00	\$86.00	11/24/2021
FHLMC	3/15/2017	\$ 250,000.00	100.000	2.30	2.30	250,015.00	\$250,035.00	\$20.00	3/15/2022
							\$4,180,446.89	-\$3,810.29	
<b>TOTAL CURRENT ASSETS</b>							<u>\$8,680,885.59</u>		

**Lisle Library District**  
**Revenues through 3/31/2017**  
Special Reserve Only

REVENUES		Current Month Mar 2017	YTD July - Mar 2016-2017	YTD Jul - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
INTEREST/ DONATIONS						
70-02-4481-00	Interest Earned - Special Reserve	\$763.69	\$6,928.29	\$1,499.45	\$200.00	3,464.15 %
70-04-4587-10	Restricted - Transfer from Corporate F	\$25,000.00	\$400,000.00	\$475,000.00	\$300,000.00	133.33 %
TOTAL INTEREST & CASH DONATION		\$25,763.69	\$406,928.29	\$476,499.45	\$300,200.00	135.55 %
TOTAL REVENUES		\$25,763.69	\$406,928.29	\$476,499.45	\$300,200.00	135.55 %

# Lisle Library District Revenues through Mar 31 2017

No Special Reserve reflected

	Current Month Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
TOTAL PERSONAL PROPERTY REPLACEMENT TAX	\$1,835.47	\$12,076.51	\$11,082.50	\$11,950.00	101.06 %
INTEREST INCOME					
10-02-4472-00 Interest Earned - Corp	\$1,307.62	\$20,513.79	\$44,578.79	\$40,000.00	51.28 %
20-02-4473-00 Interest Earned - Audit	\$0.00	\$0.00	(\$1.93)	\$0.00	0.00 %
30-02-4474-00 Interest Earned - .02 B/M	\$86.11	\$815.95	\$634.07	\$1,000.00	81.60 %
40-02-4475-00 Interest Earned - IMRF	\$120.56	\$1,142.33	\$885.58	\$2,500.00	45.69 %
45-02-4476-00 Interest Earned - FICA	\$123.69	\$1,172.02	\$909.44	\$2,000.00	58.60 %
50-02-4477-00 Interest Earned - Liab. Ins.	\$0.00	\$0.00	(\$1.93)	\$0.00	0.00 %
53-02-4478-00 Interest Earned - Tort Judg.	\$0.00	\$0.00	(\$0.86)	\$0.00	0.00 %
55-02-4479-00 Interest Earned - Work Comp	\$0.00	\$0.00	(\$5.58)	\$0.00	0.00 %
60-02-4480-00 Interest Earned - Unempl Comp	\$0.00	\$0.00	(\$4.08)	\$0.00	0.00 %
80-02-4482-00 Interest Earned - Working Cash	\$297.47	\$2,818.73	\$2,293.57	\$4,000.00	70.47 %
TOTAL INTEREST INCOME	\$1,935.45	\$26,462.82	\$49,287.07	\$49,500.00	53.46 %
COUNTY INTEREST					
10-02-4511-00 County Interest - Corp	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-02-4512-00 County Interest - Audit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-02-4513-00 County Interest - .02 B/M	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-02-4514-00 County Interest - IMRF	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-02-4515-00 County Interest - FICA	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-02-4516-00 County Interest - Liab. Ins.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-02-4517-00 County Interest - Tort Judg.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-02-4518-00 County Interest - Workers Comp	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-02-4519-00 County Interest - Unempl. Comp.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-02-4520-00 County Interest - Working Cash	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL COUNTY INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
DESK INCOME					
10-03-4531-00 Lost Books - Adult	\$407.68	\$3,824.46	\$3,626.29	\$4,000.00	95.61 %
10-03-4532-00 Lost Books - Youth	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-03-4536-00 Non-Resident Fees	\$0.00	\$959.83	\$514.28	\$400.00	239.96 %

# Lisle Library District

## Revenues through Mar 31 2017

No Special Reserve reflected

	Current Month Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-03-4540-00 Fines - Main Circ Desk	\$5,161.93	\$35,081.08	\$37,884.80	\$40,000.00	87.70 %
10-03-4542-00 Fines - YS Desk	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
<b>TOTAL DESK INCOME</b>	<b>\$5,569.61</b>	<b>\$39,865.37</b>	<b>\$42,025.37</b>	<b>\$44,400.00</b>	<b>89.79 %</b>
<b>RESTRICTED INCOME</b>					
10-03-4550-00 Gifts - Unrestricted Corp	\$0.00	\$485.00	\$0.00	\$20,000.00	2.43 %
10-04-4562-00 Gifts-book purchases	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4563-00 Gifts-A-V purchases	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4564-00 Gifts-Equipment	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4565-00 Goldstein Lecture Series	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4573-00 Copier Income	\$100.84	\$1,089.80	\$1,298.74	\$1,200.00	90.82 %
10-04-4575-00 A-V Fees	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4577-00 Piano tuning contrib.	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4583-00 Per Capita Grant	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-04-4584-00 Other Income - Corp.	\$0.00	\$580.22	\$4,226.00	\$5,000.00	11.60 %
<b>TOTAL RESTRICTED INCOME</b>	<b>\$100.84</b>	<b>\$2,155.02</b>	<b>\$5,524.74</b>	<b>\$26,200.00</b>	<b>8.23 %</b>
<b>MISCELLANEOUS INCOME</b>					
10-05-4593-00 Misc. - Pay Phone	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4595-00 Misc. - Jury Duty	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
10-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
20-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
30-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
40-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
45-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %

# Lisle Library District

## Revenues through Mar 31 2017

No Special Reserve reflected

	Current Month Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
53-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-05-4596-00 AP Discounts Taken	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
80-05-4597-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL MISCELLANEOUS INCOME	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
<b>TRANSFER OUT FROM SPECIAL FUNDS</b>					
20-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
50-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
53-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
55-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
60-00-4110-00 4110 Operating Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL TRANSFER OUTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL REVENUES	\$9,441.37	\$4,993,260.91	\$4,882,672.42	\$5,029,798.93	99.27 %



# Lisle Library District

## Expenses through Mar 31, 2017

### Special Reserve Only

	Cur Mth Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
SPECIAL RESERVE EXPENSES					
RENTAL, MAINT AND EQUIP EXPENSES					
70-00-5656-00 Other Property - Utilities - Spec Res	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-20-5660-00 Maint/Repairs-Bldg Structure (Spec R	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00 %
70-00-5662-00 Other Property - Landscape Serv - Spe	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-00-5663-00 Other Property - Maint/Repairs - Spec I	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-00-5667-00 Other Property - Real Est. Taxes - Spe	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-00-5762-00 Other Property- Mgmt Serv - Spec Res	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5671-00 Furniture & Equipment (Spec Res)	\$0.00	\$0.00	\$45.94	\$155,000.00	0.00 %
70-65-5672-00 Computer Upgrade & Equip. (Spec Re	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5673-10 Eng Study (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5674-00 Consulting	\$0.00	\$13,613.00	\$1,500.00	\$50,000.00	27.23 %
TOTAL RENTAL, MAINT AND EQUIP EXPENSES	\$0.00	\$13,613.00	\$1,545.94	\$235,000.00	5.79 %
RENOVATION COSTS					
70-65-5861-00 Interior Renovation (Spec Res)	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
70-65-5915-10 Vacant Land Landscape	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL RENOVATION COSTS	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
RENOVATION - PROFESSIONAL FEES					
70-65-5911-10 Architect - Interior (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-65-5911-15 Remodeling (Spec Res)	\$0.00	\$0.00	(\$500.00)	\$0.00	0.00 %
70-65-5911-20 Architect - Exterior (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL RENOVATION - PROFESSIONAL FEES	\$0.00	\$0.00	(\$500.00)	\$0.00	0.00 %
RENOVATION - OPERATING COSTS					
70-65-5917-10 Publishing/Postage (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL RENOVATION - OPERATING COSTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
SPECIAL FUNDING					
70-65-5986-00 IMRF Funding	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
70-80-5987-00 Accumulated Interest Transfers	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %

**Lisle Library District**  
**Expenses through Mar 31, 2017**  
Special Reserve Only

	Cur Mth Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
Total SPECIAL FUNDING	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
PURCHASE OF REAL ESTATE					
70-65-5863-10 Real Estate - Purchase (Spec Res)	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
Total	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL SPECIAL RESERVE EXPENSES	\$0.00	\$13,613.00	\$1,045.94	\$245,000.00	5.56 %

# Lisle Library District

## Expenses through 3/31/17

No Special Reserve reflected

ALL EXPENSES		Current Month Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
EMPLOYEE COSTS						
Salaries						
10-10-5603-10	Administrative - Reg. Hours	\$51,125.86	\$342,880.19	\$280,914.69	\$454,123.24	75.50 %
10-10-5603-20	Adult Services - Reg. Hours	\$39,975.51	\$371,063.18	\$373,710.76	\$548,910.88	67.60 %
10-10-5603-30	Youth Services - Reg. Hours	\$26,663.26	\$229,501.75	\$237,061.43	\$358,837.69	63.96 %
10-10-5603-50	Technical Services - Reg. Hours	\$23,420.60	\$218,441.36	\$227,393.16	\$332,702.70	65.66 %
10-10-5603-60	Circulation - Reg. Hours	\$36,059.38	\$331,340.60	\$326,823.83	\$489,564.44	67.68 %
10-10-5613-10	Administrative - Sunday Hrs.	\$620.47	\$4,594.29	\$4,529.60	\$6,500.00	70.68 %
10-10-5613-20	Adult Services - Sunday Hrs.	\$1,667.34	\$15,816.85	\$18,269.14	\$27,000.00	58.58 %
10-10-5613-30	Youth Services - Sunday Hrs.	\$1,206.64	\$10,791.66	\$11,045.61	\$18,300.00	58.97 %
10-10-5613-60	Circulation - Sunday Hrs.	\$2,556.62	\$22,868.18	\$23,040.78	\$34,500.00	66.28 %
Total Salaries		\$183,295.68	\$1,547,298.06	\$1,502,789.00	\$2,270,438.95	68.15 %
Health and Dental Ins.						
10-10-5621-10	Hosp. Ins. - Admin	\$4,691.80	\$26,523.44	\$19,211.25	\$35,500.00	74.71 %
10-10-5621-20	Hosp. Ins. - Adult Serv.	\$6,668.77	\$57,225.11	\$47,774.59	\$79,000.00	72.44 %
10-10-5621-30	Hosp. Ins. - YS	\$2,969.50	\$27,868.34	\$26,479.01	\$40,000.00	69.67 %
10-10-5621-50	Hosp. Ins. - Tech	\$3,870.41	\$35,589.17	\$28,763.79	\$56,000.00	63.55 %
10-10-5621-60	Hosp. Ins. - Circ	\$3,772.96	\$29,789.08	\$27,343.23	\$48,000.00	62.06 %
10-10-5622-10	Dental Ins. - Admin.	\$255.14	\$2,543.48	\$3,125.46	\$4,000.00	63.59 %
10-10-5622-20	Dental Ins. - Adult Serv	\$389.60	\$4,535.97	\$4,770.08	\$6,200.00	73.16 %
10-10-5622-30	Dental Ins. - YS	\$47.31	\$1,494.19	\$2,138.82	\$2,800.00	53.36 %
10-10-5622-50	Dental Ins. - Tech	\$84.02	\$1,910.82	\$2,880.33	\$4,000.00	47.77 %
10-10-5622-60	Dental Ins. - Circ	\$289.90	\$2,619.55	\$2,873.75	\$3,000.00	87.32 %
Total Health & Dental Ins.		\$23,039.41	\$190,099.15	\$165,360.31	\$278,500.00	68.26 %
Other Staff Benefits						
10-10-5646-00	5646 Unemployment Compensat	\$0.00	(\$2,044.34)	\$1,826.20	\$4,500.00	(45.43)%
10-10-5646-10	Tuition Reimbursement - Staff	\$0.00	\$0.00	\$0.00	\$4,500.00	0.00 %
60-10-5646-00	Unemployment Compensation	\$0.00	\$0.00	(\$955.48)	\$0.00	0.00 %
10-10-5623-00	CompPsych Assistance Plan	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %

# Lisle Library District

## Expenses through 3/31/17

No Special Reserve reflected

	Current Month Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
Total Other Staff Benefits	\$0.00	(\$2,044.34)	\$870.72	\$10,000.00	(20.44)%
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	\$3,821.03	\$26,194.13	\$21,341.40	\$34,800.00	75.27 %
45-10-5625-20 FICA Expense - Adult Serv.	\$3,057.63	\$28,977.33	\$29,622.19	\$45,088.58	64.27 %
45-10-5625-30 FICA Expense - Youth Services	\$2,129.83	\$18,324.67	\$18,870.29	\$28,800.00	63.63 %
45-10-5625-50 FICA Expense - Tech Servs.	\$1,721.54	\$15,749.89	\$16,615.78	\$26,000.00	60.58 %
45-10-5625-60 FICA Expense - Circulation	\$2,872.44	\$26,357.85	\$26,121.53	\$39,000.00	67.58 %
Total FICA Expenses	\$13,602.47	\$115,603.87	\$112,571.19	\$173,688.58	66.56 %
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	\$5,278.24	\$33,181.94	\$29,118.98	\$48,000.00	69.13 %
40-10-5628-20 IMRF Expense - Adult Servs	\$4,097.61	\$41,233.87	\$44,630.23	\$60,000.00	68.72 %
40-10-5628-30 IMRF Expense - Youth Services	\$2,188.64	\$18,358.55	\$21,976.57	\$39,000.00	47.07 %
40-10-5628-50 IMRF Expense - Tech Servs.	\$2,229.25	\$22,089.29	\$25,458.41	\$36,000.00	61.36 %
40-10-5628-60 IMRF Expense - Circulation	\$2,784.36	\$28,213.42	\$31,078.34	\$52,000.00	54.26 %
Total IMRF Expenses	\$16,578.10	\$143,077.07	\$152,262.53	\$235,000.00	60.88 %
TOTAL EMPLOYEE COSTS	\$236,515.66	\$1,994,033.81	\$1,933,853.75	\$2,967,627.53	67.19 %
BUILDING COSTS					
Utilities					
10-20-5650-00 Internet Service Provider	\$900.00	\$5,012.40	\$7,200.00	\$6,600.00	75.95 %
10-20-5651-00 INet	(\$450.00)	\$1,360.00	\$1,810.00	\$1,810.00	75.14 %
10-20-5652-00 Utilities - Phone	\$1,459.34	\$6,509.96	\$5,764.17	\$7,500.00	86.80 %
10-20-5653-00 Utilities - Gas	\$1,102.99	\$4,732.80	\$4,284.37	\$8,000.00	59.16 %
10-20-5654-00 Utilities - Sewer & Water	\$337.46	\$1,820.66	\$1,316.78	\$2,750.00	66.21 %
10-20-5655-00 Utilities - Electric	\$0.00	\$28,346.49	\$26,646.72	\$47,250.00	59.99 %
10-20-5656-00 Verizon	\$100.18	\$400.64	\$550.56	\$680.00	58.92 %
Total Utilities	\$3,449.97	\$48,182.95	\$47,572.60	\$74,590.00	64.60 %
Maintenance and Repairs					

# Lisle Library District

## Expenses through 3/31/17

No Special Reserve reflected

	Current Month Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-20-5660-00	\$2,350.00	\$6,082.83	\$3,412.50	\$7,550.00	80.57 %
10-20-5661-00	\$2,376.00	\$21,801.00	\$22,588.50	\$36,750.00	59.32 %
10-20-5662-00	\$4,750.00	\$29,286.90	\$28,956.92	\$34,000.00	86.14 %
10-20-5663-00	\$424.62	\$5,240.31	\$3,575.98	\$10,000.00	52.40 %
10-20-5664-00	\$7,142.10	\$12,844.70	\$5,435.45	\$20,000.00	64.22 %
10-20-5665-00	\$179.09	\$1,611.81	\$1,582.72	\$2,500.00	64.47 %
Total Maintenance and Repairs	\$17,221.81	\$76,867.55	\$65,552.07	\$110,800.00	69.38 %
TOTAL BUILDING COSTS	\$20,671.78	\$125,050.50	\$113,124.67	\$185,390.00	67.45 %
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00	\$588.98	\$1,651.62	\$1,621.61	\$4,500.00	36.70 %
10-25-5710-10	\$4,339.17	\$21,695.81	\$21,437.44	\$26,400.00	82.18 %
10-25-5710-30	\$0.00	\$0.00	\$87.80	\$1,000.00	0.00 %
10-25-5711-00	\$254.23	\$4,566.61	\$3,890.13	\$8,500.00	53.72 %
10-25-5712-00	\$248.00	\$915.28	\$555.43	\$1,000.00	91.53 %
Total Postage and Printing	\$5,430.38	\$28,829.32	\$27,592.41	\$41,400.00	69.64 %
Supplies					
10-25-5713-00	\$363.70	\$2,370.34	\$2,929.48	\$8,000.00	29.63 %
10-25-5714-00	\$232.41	\$2,791.72	\$4,336.68	\$9,080.00	30.75 %
10-25-5715-00	\$7.44	\$1,262.24	\$855.84	\$2,500.00	50.49 %
10-25-5716-00	\$427.44	\$4,141.61	\$3,871.94	\$7,000.00	59.17 %
10-25-5717-00	\$1,488.11	\$16,179.37	\$17,239.14	\$35,275.00	45.87 %
10-25-5718-00	\$3,346.32	\$10,795.66	\$8,805.20	\$12,000.00	89.96 %
Total Supplies	\$5,865.42	\$37,540.94	\$38,038.28	\$73,855.00	50.83 %
Other Operating Costs					
10-25-5719-00	\$0.00	\$657.80	\$2,175.50	\$2,395.00	27.47 %
10-25-5722-15	\$0.00	\$50.00	\$50.00	\$150.00	33.33 %
10-25-5723-00	\$0.00	\$0.00	\$187.26	\$500.00	0.00 %

# Lisle Library District

## Expenses through 3/31/17

No Special Reserve reflected

	Current Month Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-25-5723-15 Bank Charges	\$356.12	\$1,290.14	\$599.52	\$1,000.00	129.01 %
10-25-5724-15 Local Travel	\$32.32	\$169.85	\$203.10	\$700.00	24.26 %
Total Other Operating Costs	\$388.44	\$2,167.79	\$3,215.38	\$4,745.00	45.69 %
TOTAL OPERATING EXPENSES	\$11,684.24	\$68,538.05	\$68,846.07	\$120,000.00	57.12 %
INSURANCE					
10-30-5750-00 Fidelity Bonds	\$0.00	\$0.00	\$2,200.00	\$2,300.00	0.00 %
10-30-5751-00 Property Damage (All-Peril)	\$0.00	\$23,568.00	\$27,005.24	\$27,450.00	85.86 %
10-30-5752-00 Notary Bond	\$0.00	\$0.00	\$60.00	\$0.00	0.00 %
10-30-5754-00 5754 Workers Comp Insurance	\$0.00	\$5,290.00	\$4,308.00	\$5,550.00	95.32 %
55-30-5754-00 Workers Comp Insurance	\$0.00	\$0.00	\$2,614.00	\$0.00	0.00 %
TOTAL INSURANCE	\$0.00	\$28,858.00	\$36,187.24	\$35,300.00	81.75 %
CONTRACTUAL SERVICES					
10-35-5760-00 Legal Services - Admin	\$337.50	\$9,360.00	\$14,548.78	\$30,000.00	31.20 %
10-35-5761-00 Collection Agency	\$71.60	\$438.45	\$393.70	\$1,080.00	40.60 %
10-35-5762-00 Other Contr Services - Admin	\$0.00	\$685.00	\$765.00	\$5,500.00	12.45 %
10-35-5763-00 Other Contractual Services-Tech	\$2,505.63	\$18,258.28	\$29,653.80	\$34,000.00	53.70 %
10-35-5764-10 Other Contractual Services - IS	\$1,025.00	\$1,025.00	\$411.50	\$5,100.00	20.10 %
10-35-5765-10 Investment Agency Consultants	\$436.30	\$3,533.55	\$3,321.16	\$5,250.00	67.31 %
10-35-5770-00 5770 Contractual - Audit Fee	\$0.00	\$8,000.00	\$8,000.00	\$8,250.00	96.97 %
10-35-5771-00 Payroll Service	\$516.40	\$5,233.66	\$5,204.16	\$7,500.00	69.78 %
TOTAL CONTRACTUAL SERVICES	\$4,892.43	\$46,533.94	\$62,298.10	\$96,680.00	48.13 %
PERSONNEL DEVELOPMENT					
Staff & Trustee Development					
10-40-5783-00 Dues - Staff	\$475.00	\$3,679.00	\$3,705.00	\$5,400.00	68.13 %
10-40-5784-00 Meetings - Staff	\$205.93	\$1,303.54	\$1,203.43	\$3,650.00	35.71 %
10-40-5785-00 Conferences - Staff	\$674.97	\$5,181.59	\$12,984.21	\$19,000.00	27.27 %
10-40-5786-00 Employee/Volunteer Recognition	\$0.00	\$823.73	\$1,085.57	\$7,450.00	11.06 %
10-40-5787-00 In-Service	\$0.00	\$1,287.95	\$2,178.78	\$4,000.00	32.20 %

# Lisle Library District

## Expenses through 3/31/17

No Special Reserve reflected

	Current Month Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-40-5788-00 Training (Cont Ed) - Staff	\$15.00	\$1,231.58	\$806.00	\$4,150.00	29.68 %
10-45-5786-70 Dues - Trustee	\$0.00	\$0.00	\$0.00	\$650.00	0.00 %
10-45-5787-70 Conferences - Trustee	\$0.00	\$350.00	\$520.00	\$1,000.00	35.00 %
10-45-5788-70 Meetings - Trustee	\$310.00	\$352.25	(\$80.55)	\$890.00	39.58 %
10-45-5789-70 Training-Trustees	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00 %
Total Staff & Trustee Development	\$1,680.90	\$14,209.64	\$22,402.44	\$47,190.00	30.11 %
TOTAL PERSONNEL DEVELOPMENT	\$1,680.90	\$14,209.64	\$22,402.44	\$47,190.00	30.11 %
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10 Polaris Maint (Corp)	\$698.81	\$44,607.07	\$41,965.93	\$47,100.00	94.71 %
10-48-5802-00 Major Equip - Library Wide	\$0.00	\$455.64	\$0.00	\$500.00	91.13 %
10-48-5802-10 Major Equip - Dir/Asst Dir	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
10-48-5802-15 Major Equip - Adm Services/PR	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
10-48-5802-20 Major Equip - Adult Services	\$331.84	\$331.84	\$0.00	\$500.00	66.37 %
10-48-5802-30 Major Equip - Youth	\$0.00	\$0.00	\$415.80	\$500.00	0.00 %
10-48-5802-50 Major Equip - Tech Services	\$140.20	\$365.99	\$0.00	\$500.00	73.20 %
10-48-5802-60 Major Equip - Circ	\$0.00	\$0.00	\$0.00	\$500.00	0.00 %
Total Major Equipment	\$1,170.85	\$45,760.54	\$42,381.73	\$50,600.00	90.44 %
Minor Equipment					
10-48-5823-10 Minor Equip - Dir/Asst Dir	\$0.00	\$0.00	\$0.00	\$200.00	0.00 %
10-48-5823-15 Minor Equip - Adm Services/PR	\$41.90	\$41.90	\$0.00	\$200.00	20.95 %
10-48-5823-20 Minor Equip - Adult Services	\$16.90	\$16.90	\$143.39	\$200.00	8.45 %
10-48-5823-30 Minor Equip - Youth	\$0.00	\$94.75	\$399.62	\$200.00	47.38 %
10-48-5823-50 Minor Equip - Tech Services	\$51.81	\$51.81	\$65.96	\$200.00	25.91 %
10-48-5823-60 Minor Equip - Circ	\$45.37	\$81.33	\$0.00	\$200.00	40.67 %
Total Minor Equipment	\$155.98	\$286.69	\$608.97	\$1,200.00	23.89 %
Equip Maint/Repairs & Rentals					
10-48-5843-00 Rental-Postage Meter	\$0.00	\$1.00	\$540.00	\$800.00	0.13 %

# Lisle Library District

## Expenses through 3/31/17

No Special Reserve reflected

	Current Month Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-48-5845-00 Equip Maint/Repr-Contr-Lib. Wi	\$3,142.58	\$12,126.29	\$9,679.24	\$19,168.00	63.26 %
10-48-5846-00 Equip Maint/Repr-NonContr	\$0.00	\$84.73	\$0.00	\$3,000.00	2.82 %
10-48-5846-20 Acct Maint & Upgrades (Corp)	\$0.00	\$7,520.49	\$6,777.57	\$7,500.00	100.27 %
Total Equip Maint/Repairs & Rentals	\$3,142.58	\$19,732.51	\$16,996.81	\$30,468.00	64.76 %
TOTAL EQUIPMENT COSTS	\$4,469.41	\$65,779.74	\$59,987.51	\$82,268.00	79.96 %
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	\$201.85	\$3,703.09	\$5,097.67	\$10,650.00	34.77 %
10-50-5863-30 Books - Youth Serv. Dept.	\$4,247.67	\$32,042.97	\$34,624.97	\$51,000.00	62.83 %
10-50-5863-50 Books - Tech Serv. Dept.	\$0.00	\$0.00	\$0.00	\$535.00	0.00 %
10-50-5864-10 Books - Non Fiction	\$4,472.52	\$51,281.78	\$54,437.76	\$84,000.00	61.05 %
10-50-5865-10 Books - Adult Fiction	\$5,011.55	\$44,879.52	\$48,380.59	\$56,100.00	80.00 %
10-50-5866-20 Business Ref Supplements	\$3,100.00	\$3,317.30	\$5,012.75	\$6,000.00	55.29 %
10-50-5867-20 Ref Books - Adult Serv. Dept.	\$2,926.31	\$15,426.09	\$23,241.68	\$19,700.00	78.31 %
Total Books	\$19,959.90	\$150,650.75	\$170,795.42	\$227,985.00	66.08 %
Databases					
10-50-5869-20 Internet Licensed DBases	(\$3,855.00)	\$88,380.79	\$113,779.78	\$126,500.00	69.87 %
10-50-5872-10 Dbases - Professional	\$149.99	\$3,088.57	\$2,819.63	\$10,000.00	30.89 %
10-50-5873-30 Dbases - Youth Serv. Dept.	\$0.00	\$3,658.00	\$15,320.00	\$12,500.00	29.26 %
Total Databases	(\$3,705.01)	\$95,127.36	\$131,919.41	\$149,000.00	63.84 %
Audio-Visual Materials					
10-50-5890-30 A-V Matls - Youth Serv. Dept.	\$1,842.69	\$11,007.78	\$12,293.11	\$19,500.00	56.45 %
10-50-5895-40 A-V Matls - Adult Serv. Dept.	\$5,286.61	\$64,011.51	\$66,504.38	\$89,000.00	71.92 %
Total Audio-Visual Materials	\$7,129.30	\$75,019.29	\$78,797.49	\$108,500.00	69.14 %
Periodicals/Doc Delivery					
10-50-5900-20 Periodicals - Adult Serv. Dept.	\$2,056.19	\$41,230.97	\$36,792.56	\$42,620.00	96.74 %
10-50-5900-30 Periodicals - Youth Serv. Dept.	\$0.00	\$715.59	\$654.55	\$1,000.00	71.56 %



# Lisle Library District

## Expenses through 3/31/17

No Special Reserve reflected

	Current Month Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
10-50-5900-80 Periodicals - Prof. Collections	\$0.00	\$3,378.44	\$2,575.40	\$5,000.00	67.57 %
10-50-5871-20 Document Delivery	\$18.50	\$20,346.08	\$20,734.52	\$24,000.00	84.78 %
Total Periodicals/Doc Delivery	\$2,074.69	\$65,671.08	\$60,757.03	\$72,620.00	90.43 %
TOTAL LIBRARY MEDIA	\$25,458.88	\$386,468.48	\$442,269.35	\$558,105.00	69.25 %
PROGRAMS AND READER'S SERVICES					
Programs					
10-60-5931-10 Programs - Adult Services	\$983.69	\$7,418.21	\$6,422.75	\$16,550.00	44.82 %
10-60-5931-30 Programs - Youth Serv. Dept.	\$584.04	\$3,833.40	\$5,473.68	\$11,000.00	34.85 %
10-60-5931-40 Online Marketing	\$5.00	\$466.33	\$1,475.15	\$2,545.00	18.32 %
10-60-5931-50 Community Relations	\$177.20	\$1,534.16	\$3,301.91	\$5,500.00	27.89 %
Total Programs	\$1,749.93	\$13,252.10	\$16,673.49	\$35,595.00	37.23 %
Readers Service's					
10-60-5940-10 Reader Services - Adult Serv. De	\$0.00	\$451.02	\$410.50	\$2,300.00	19.61 %
10-60-5940-30 Reader Services - Youth Serv. D	\$140.00	\$2,631.84	\$1,378.47	\$5,300.00	49.66 %
Total Readers Services's	\$140.00	\$3,082.86	\$1,788.97	\$7,600.00	40.56 %
TOTAL PROGRAMS AND READER'S SERVICES	\$1,889.93	\$16,334.96	\$18,462.46	\$43,195.00	37.82 %
RESTRICTED USAGE EXPENSES					
10-80-5980-80 Restricted - Gifts	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00 %
10-80-5981-80 Restricted - Per Capita Grant	\$0.00	\$7,558.01	\$22,509.44	\$0.00	0.00 %
10-80-5984-80 Transfer to Special Reserve	\$25,000.00	\$400,000.00	\$475,000.00	\$450,000.00	88.89 %
10-80-5986-80 IMRF Funding	\$0.00	\$200,000.00	\$200,000.00	\$200,000.00	100.00 %
TOTAL RESTRICTED USAGE EXPENSES	\$25,000.00	\$607,558.01	\$697,509.44	\$670,000.00	90.68 %
.02 BLDG/MAINT EXPENSES					
30-65-5920-00 Network - Purchases (.02 B/M)	\$0.00	\$36,416.65	\$11,514.55	\$52,000.00	70.03 %
30-65-5925-00 Network - Maint. (.02 B/M)	\$0.00	\$33,320.47	\$15,545.50	\$35,000.00	95.20 %
30-65-5926-00 Maint - Bldg Structure (.02 B/M)	\$196.00	\$31,007.98	\$14,792.00	\$47,500.00	65.28 %

# Lisle Library District

## Expenses through 3/31/17

No Special Reserve reflected

	Current Month Mar 2017	YTD July - Mar 2016-2017	YTD July - Mar 2015-2016	FY 16-17 Annual Budget	FY 16-17 % of Budget to YTD
Total .02 BLDG/MAINT EXPENSES	\$196.00	\$100,745.10	\$41,852.05	\$134,500.00	74.90 %
CONTINGENCY					
10-90-5999-00 Contingency	\$0.00	\$0.00	\$11,237.75	\$75,000.00	0.00 %
Total	\$0.00	\$0.00	\$11,237.75	\$75,000.00	0.00 %
TOTAL ALL EXPENSES	\$332,459.23	\$3,454,110.23	\$3,508,030.83	\$5,015,255.53	68.87 %

# Lisle Library District

## Accounts Payable for April 12, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Allegra Print &amp; Imaging</b> Allegra Print & Imaging	4/12/2017 25930	Business Cards Invoice	Paid	10-25-5712-00	Printing	\$110.00
<b>Ancel, Glink, Diamond, Bush, DiCianni &amp; Krafthefer, PC</b> Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, PC XX-XXX3103	4/12/2017 55655	Attorney Fees Invoice	Paid	10-35-5760-00	Legal Services - Admin	\$50.00
<b>Totals for Allegra Print &amp; Imaging:</b>						<u>\$110.00</u>
<b>Anderson Pest Solutions</b> Anderson Pest Solutions	4/12/2017 4175121	Pest Control - March Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$141.00
<b>Totals for Ancel, Glink, Diamond, Bush, DiCianni &amp; Krafthefer, PC:</b>						<u>\$50.00</u>
<b>Baker &amp; Taylor (C4053863)</b> Baker & Taylor (C4053863)	4/12/2017 033117	YS Continuations Invoice	Paid	10-50-5863-30	Books - Youth Serv. Dept.	\$38.14
<b>Totals for Anderson Pest Solutions:</b>						<u>\$141.00</u>
<b>Baker &amp; Taylor (L4171582)</b> Baker & Taylor (L4171582)	4/12/2017 033117	Audio Books & Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Mats - Adult Serv. Dept. Processing Supplies	\$657.35 \$85.80
<b>Totals for Baker &amp; Taylor (C4053863):</b>						<u>\$38.14</u>
<b>Baker &amp; Taylor (C5223353)</b> Baker & Taylor (C5223353)	4/12/2017 033117	Continuations Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv. Dept.	\$1,267.00
<b>Totals for Baker &amp; Taylor (L4171582):</b>						<u>\$743.15</u>
<b>Baker &amp; Taylor (C5223433)</b> Baker & Taylor (C5223433)	4/12/2017 033117	Continuations Invoice	Paid	10-50-5864-10	Books - Non Fiction	\$375.84
<b>Totals for Baker &amp; Taylor (C5223353):</b>						<u>\$1,267.00</u>
<b>Totals for Baker &amp; Taylor (C5223433):</b>						<u>\$375.84</u>
<b>Baker &amp; Taylor (L0334152)</b> Baker & Taylor (L0334152)						

# Lisle Library District

## Accounts Payable for April 12, 2017

Vendor Name	Transaction Date	Description	Status	Account Number	Account Description	Amount
Tax Identification Number	Transaction Number	Transaction Type				
Baker & Taylor (L0334152)	4/12/2017 033117	Circ & Processing Invoice	Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$6,320.29 \$290.80
<b>Baker &amp; Taylor (L4171782)</b>					<b>Totals for Baker &amp; Taylor (L0334152):</b>	<b>\$6,611.09</b>
Baker & Taylor (L4171782)	4/12/2017 033117	Auto Yours & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv. Dept. Processing Supplies	\$260.01 \$6.20
<b>Baker &amp; Taylor (L5202982)</b>					<b>Totals for Baker &amp; Taylor (L4171782):</b>	<b>\$266.21</b>
Baker & Taylor (L5202982)	4/12/2017 033117	PBS and Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$223.85 \$52.90
<b>Baker &amp; Taylor (L5425632)</b>					<b>Totals for Baker &amp; Taylor (L5202982):</b>	<b>\$276.75</b>
Baker & Taylor (L5425632)	4/12/2017 033117	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv. Dept. Processing Supplies	\$4,696.17 \$218.15
<b>Baker &amp; Taylor (L5543202)</b>					<b>Totals for Baker &amp; Taylor (L5425632):</b>	<b>\$4,914.32</b>
Baker & Taylor (L5543202)	4/12/2017 033117	Books - Fiction & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$5,087.80 \$210.65
<b>Brian Baxter</b>					<b>Totals for Baker &amp; Taylor (L5543202):</b>	<b>\$5,298.45</b>
Brian Baxter	4/12/2017 030317	LACONI WebDewey Trai Invoice	Paid	10-40-5784-00	Meetings - Staff	\$40.67
<b>Mallory Caise</b>					<b>Totals for Brian Baxter:</b>	<b>\$40.67</b>
Mallory Caise	4/12/2017 030917	YA Programs Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$23.93
<b>Case Lots, Inc.</b>					<b>Totals for Mallory Caise:</b>	<b>\$23.93</b>
Case Lots, Inc.	4/12/2017 2559	Misc. Kitchen and Janitorial S Invoice	Paid	10-25-5716-00 10-20-5663-00	Kitchen Supplies Maint/Repairs-Genl repairs, Supplies	\$291.10 \$213.30

# Lisle Library District

## Accounts Payable for April 12, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
CCH Inc. CCH Inc.	4/12/2017 003033	Janitorial Supplies Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$247.20
					<i>Totals for Case Lots, Inc.:</i>	<u>\$751.60</u>
CCH Inc. CCH Inc.	4/12/2017 5410092616	Business Strategies Directory Invoice	Paid	10-50-5866-20	Business Ref Supplements	\$2,174.00
					<i>Totals for CCH Inc.:</i>	<u>\$2,174.00</u>
Compact Disc Source Compact Disc Source	4/12/2017 73969	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$233.46
	4/12/2017 73968	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$72.83
Compact Disc Source Compact Disc Source	4/12/2017 74039	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$127.28
	4/12/2017 74038	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$38.79
					<i>Totals for Compact Disc Source:</i>	<u>\$472.36</u>
Complete Cleaning Company Complete Cleaning Company	4/12/2017 C01319	April 2017 Cleaning Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$2,235.00
	4/12/2017 AW01026	Window Cleaning Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$615.00
					<i>Totals for Complete Cleaning Company:</i>	<u>\$2,850.00</u>
Demco Software Demco Software	4/12/2017 6071451	Annual Calendar Maintenance Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$536.00
					<i>Totals for Demco Software:</i>	<u>\$536.00</u>

# Lisle Library District

## Accounts Payable for April 12, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Demco, Inc.	4/12/2017 6073655	Bookmarks Invoice	Paid	10-60-5940-30	Reader Services - Youth Serv. Dept.	\$102.48
	4/12/2017 6072914	Book Labels Invoice	Paid	10-25-5717-00	Processing Supplies	\$18.24
	4/12/2017 6095901	Label Dividers and Dispenser Invoice	Paid	10-48-5823-50	Minor Equip - Tech Services	\$60.83
<b>Discount Mugs</b> Discount Mugs	4/12/2017 DM2690799	SRP Bags Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$1,865.75
					<i>Totals for Demco, Inc.:</i>	<u>\$181.55</u>
<b>Xavier Duran</b> Xavier Duran	4/12/2017 033117	Craft, Teen, and Program Sup Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$126.40
					<i>Totals for Discount Mugs:</i>	<u>\$1,865.75</u>
<b>Dynergy Energy Services</b> Dynergy Energy Services	4/12/2017 149565717021	Usage Invoice	Paid	10-20-5655-00	Utilities - Electric	\$4,101.56
	4/12/2017 149565717031	Usage Invoice	Paid	10-20-5655-00	Utilities - Electric	\$3,835.44
					<i>Totals for Dynergy Energy Services:</i>	<u>\$7,937.00</u>
<b>Easypemrit Postage</b> Easypemrit Postage	4/12/2017 032617	Permit Postage Invoice	Paid	10-25-5711-00	Postage Special Serv	\$933.72
					<i>Totals for Easypemrit Postage:</i>	<u>\$933.72</u>
<b>EBSCO Information Services</b> EBSCO Information Services	4/12/2017 0006205	Cancelled Title Credit memo	Applied	10-50-5900-30	Periodicals - Youth Serv. Dept.	(\$49.95)

# Lisle Library District

## Accounts Payable for April 12, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Ehlers Investment Partners, LLC</b> Ehlers Investment Partners, LLC	4/12/2017 0006204	Cancelled Title Credit memo	Applied	10-50-5900-20	Periodicals - Adult Serv. Dept.	(\$62.00)
	4/12/2017 0067620	Rate Adjustment Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv. Dept.	\$31.11
	4/12/2017 1540408	New Title Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv. Dept.	\$49.90
	4/12/2017 0057345	Rate Adjustment Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv. Dept.	\$306.36
<b>Totals for EBSCO Information Services:</b>						<u>\$275.42</u>
<b>ELM USA, Inc.</b> ELM USA, Inc.	4/12/2017 033117	Consulting Invoice	Paid	10-35-5765-10	Investment Agency Consultants	\$573.05
	<b>Totals for Ehlers Investment Partners, LLC:</b>					<u>\$573.05</u>
<b>EnvisionWare, INC.</b> EnvisionWare, INC.	4/12/2017 1893 AAA	Disc Cleaning Machine Polis Invoice	Paid	10-48-5846-00	Equip Maint/Repr-NonContr	\$147.95
	<b>Totals for ELM USA, Inc.:</b>					<u>\$147.95</u>
<b>Findaway World</b> Findaway World	4/12/2017 INV-US-29941	Annual Maintenance Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$5,992.32
	<b>Totals for EnvisionWare, INC.:</b>					<u>\$5,992.32</u>
<b>Flowers of Lisle</b> Flowers of Lisle	4/12/2017 212149	Launchpads Invoice	Paid	10-50-5890-30	A-V Mails - Youth Serv. Dept.	\$1,099.92
	<b>Totals for Findaway World:</b>					<u>\$1,099.92</u>
<b>Flowers of Lisle</b> Flowers of Lisle	4/12/2017 3250	Sympathy Flowers Invoice	Paid	10-40-5786-00	Employee/Volunteer Recognition	\$77.95
	<b>Totals for Flowers of Lisle:</b>					<u>\$77.95</u>

# Lisle Library District

## Accounts Payable for April 12, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Pam Freer</b> Pam Freer	4/12/2017 032817	Book Club Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$11.00
	<i>Totals for Pam Freer:</i>					<u>\$11.00</u>
<b>Garvey's Office Products</b> Garvey's Office Products	4/12/2017 PINV1300429	Book Tape Invoice	Paid	10-25-5717-00	Processing Supplies	\$98.30
	4/12/2017 PINV1300600	Crafts Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$17.99
	4/12/2017 PINV1305244	Circulation Services Supplies Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$22.65
	4/12/2017 PINV1310590	Pencil Sharpener, Stapler Invoice	Paid	10-25-5713-00	Office Supplies	\$33.28
	<i>Totals for Garvey's Office Products:</i>					<u>\$172.22</u>
<b>Gail Graziani</b> Gail Graziani	4/12/2017 033117	Book Group Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$12.99
	<i>Totals for Gail Graziani:</i>					<u>\$12.99</u>
<b>Grey House Publishing</b> Grey House Publishing	4/12/2017 343623	Public Library Core Collectio Invoice	Paid	10-50-5866-20	Business Ref Supplements	\$432.50
	<i>Totals for Grey House Publishing:</i>					<u>\$432.50</u>
<b>Sandy Hayes</b> Sandy Hayes	4/12/2017 032117	Cable Management Supplies Invoice	Paid	10-25-5718-00	Computer Supplies	\$34.98
	<i>Totals for Sandy Hayes:</i>					<u>\$34.98</u>
<b>Josh Hepler</b> Josh Hepler	4/12/2017 031017	IYSI Conference Invoice	Paid	10-40-5785-00	Conferences - Staff	\$45.98



# Lisle Library District

## Accounts Payable for April 12, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>IHLS - OCLC</b> IHLS - OCLC	4/12/2017 13103	ILL Fee Invoice	Paid	10-50-5871-20	Document Delivery	\$45.98
	<i>Totals for Josh Hepler:</i>					\$45.98
<b>Illinois Library Association</b> Illinois Library Association	4/12/2017 032717	Membership - Brian Baxter Invoice	Paid	10-40-5783-00	Dues - Staff	\$65.00
	4/12/2017 033117	Membership - Jean Demas Invoice	Paid	10-40-5783-00	Dues - Staff	\$135.00
	4/12/2017 130127	Annual Membership - Ferrari Invoice	Paid	10-40-5783-00	Dues - Staff	\$100.00
	4/12/2017 130477	Annual Membership - Duran Invoice	Paid	10-40-5783-00	Dues - Staff	\$100.00
	4/12/2017 130474	Annual Membership - Savage Invoice	Paid	10-40-5783-00	Dues - Staff	\$150.00
	<i>Totals for Illinois Library Association:</i>					\$550.00
	4/12/2017 10003130711	Reference USA Renewal Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$5,355.00
<b>InfoGroup</b> InfoGroup	<i>Totals for InfoGroup:</i>					\$5,355.00
	4/12/2017 040317	Reimburse Mileage Invoice	Paid	10-25-5724-15	Local Travel	\$10.49
<b>Jackie Kilcran</b> Jackie Kilcran	<i>Totals for Jackie Kilcran:</i>					\$10.49
	4/12/2017 033117	DVDs/Blu-rays w/o process Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$22.99
<b>Midwest Tape (7289)</b> Midwest Tape (7289)	<i>Totals for Midwest Tape (7289):</i>					\$22.99

# Lisle Library District

## Accounts Payable for April 12, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Midwest Tape (7288)</b> Midwest Tape (7288)	4/12/2017 033117	DVDs/Blu-rays w/processing Invoice	Paid	10-50-5895-40	A-V Matis - Adult Serv. Dept.	\$2,804.76
<b>Midwest Tape (7291)</b> Midwest Tape (7291)	4/12/2017 033117	JH CDs, YS DVDs/Blu-rays Invoice	Paid	10-50-5890-30	A-V Matis - Youth Serv. Dept.	\$342.02
					<b>Totals for Midwest Tape (7288):</b>	<b>\$2,804.76</b>
<b>Midwest Tape (12516)</b> Midwest Tape (12516)	4/12/2017 033117	CD Books Invoice	Paid	10-50-5895-40	A-V Matis - Adult Serv. Dept.	\$359.90
					<b>Totals for Midwest Tape (7291):</b>	<b>\$342.02</b>
<b>Monaco Mechanical Service, Inc.</b> Monaco Mechanical Service, Inc.	4/12/2017 17619	Repair Humidifiers Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$1,988.13
					<b>Totals for Midwest Tape (12516):</b>	<b>\$359.90</b>
<b>Laura Murff</b> Laura Murff	4/12/2017 031617	RAILS Linked Data Invoice	Paid	10-40-5784-00	Meetings - Staff	\$16.80
	4/12/2017 032917	ILA Dues Invoice	Paid	10-40-5783-00	Dues - Staff	\$25.00
					<b>Totals for Monaco Mechanical Service, Inc.:</b>	<b>\$1,988.13</b>
<b>New Albertsons Inc./Purchase Advantage Card</b> New Albertsons Inc./Purchase Advantage Card	4/12/2017 031617	John Ferrari, Turtles Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$3.98
	4/12/2017 030217	Science Saturday Invoice	Paid	10-40-5786-00	Employee/Volunteer Recognition	\$16.99
	4/12/2017 022717	Retirement - Eileen Soliday Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$15.93
				10-40-5786-00	Employee/Volunteer Recognition	\$34.99
					<b>Totals for Laura Murff:</b>	<b>\$41.80</b>

## Accounts Payable for April 12, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
NICOR NICOR	4/12/2017 022217	PJ Storytime Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$3,49
	4/12/2017 022017	Monday Funday Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$5,26
	4/12/2017 033117	March Staff Meeting Invoice	Paid	10-40-5786-00	Employee/Volunteer Recognition	\$12,41
	4/12/2017 030317	Chess Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$15,16
	4/12/2017 030417	Gallery 777 Reception Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$45,79
	Totals for New Albertsons Inc./Purchase Advantage Card:					\$154,00
Oak Lawn Public Library Oak Lawn Public Library	4/12/2017 032017	Usage Invoice	Paid	10-20-5653-00	Utilities - Gas	\$850,37
	Totals for NICOR:					\$850,37
	4/12/2017 120916	Reciprocal Borrowing Loss Invoice	Paid	10-50-5864-10	Books - Non Fiction	\$23,00
Outsource Solutions Group, Inc. Outsource Solutions Group, Inc.	Totals for Oak Lawn Public Library:					\$23,00
	4/12/2017 34772	Monthly Monitoring - March Invoice	Paid	10-35-5763-00	Other Contractual Services-Technology As	\$900,00
	4/12/2017 35214	OSG Server Maintenance Invoice	Paid	10-35-5763-00	Other Contractual Services-Technology As	\$900,00
Patriot Electric & Technologies Patriot Electric & Technologies	Totals for Outsource Solutions Group, Inc.:					\$1,800,00
	4/12/2017 721172	Ballasts, AS Quiet Room, Par Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$238,14
	Totals for Patriot Electric & Technologies:					\$238,14

## Lisle Library District Accounts Payable for April 12, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Winona Patterson</b> Winona Patterson	4/12/2017 030817	Mileage Reimbursement Invoice	Paid	10-25-5724-15	Local Travel	\$4.37
	4/12/2017 032217	Mileage Reimbursement Invoice	Paid	10-25-5724-15	Local Travel	\$5.16
<b>Totals for Winona Patterson:</b>						<u>\$9.53</u>
<b>Penworthy Company</b> Penworthy Company	4/12/2017 0525667-IN	Books Invoice	Paid	10-50-5863-30	Books - Youth Serv. Dept.	\$1,636.77
	4/12/2017 0526990-IN	Marc Records Invoice	Paid	10-25-5717-00	Processing Supplies	\$42.00
<b>Totals for Penworthy Company:</b>						<u>\$1,678.77</u>
<b>Perfect Systems, Ltd.</b> Perfect Systems, Ltd.	4/12/2017 13714	Closing Invoice Invoice	Paid	10-35-5763-00	Other Contractual Services-Technology As	\$1,099.49
<b>Totals for Perfect Systems, Ltd.:</b>						<u>\$1,099.49</u>
<b>Recorded Books, LLC</b> Recorded Books, LLC	4/12/2017 75506270	Books on CD Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$414.96
<b>Totals for Recorded Books, LLC:</b>						<u>\$414.96</u>
<b>Republic Services</b> Republic Services	4/12/2017 0551-013319564	Rubbish Removal April 2017 Invoice	Paid	10-20-5665-00	Rubbish Removal	\$179.09
<b>Totals for Republic Services:</b>						<u>\$179.09</u>
<b>Robbins Schwartz</b> Robbins Schwartz	4/12/2017 273124	Attorney Fees Invoice	Paid	10-35-5760-00	Legal Services - Admin	\$56.25
<b>Totals for Robbins Schwartz:</b>						<u>\$56.25</u>
<b>Will Savage</b>						

# Lisle Library District

## Accounts Payable for April 12, 2017

Vendor Name	Transaction Date	Description	Status	Account Number	Account Description	Amount
Tax Identification Number	Transaction Number	Transaction Type				
Will Savage	4/12/2017 030817	YA Programs, PJ Storytime Invoice	Paid	10-60-5931-30 10-60-5931-30	Programs - Youth Serv. Dept. Programs - Youth Serv. Dept.	\$40.00 \$3.49
<b>Scholastic Library Publishing</b>					<i>Totals for Will Savage:</i>	<u>\$43.49</u>
Scholastic Library Publishing	4/12/2017 11477228	Scholastic Databases Invoice	Paid	10-50-5873-30	Dbases - Youth Serv. Dept.	\$4,185.00
<b>Showcases</b>					<i>Totals for Scholastic Library Publishing:</i>	<u>\$4,185.00</u>
Showcases	4/12/2017 298407	AV Cases Invoice	Paid	10-25-5717-00	Processing Supplies	\$2,627.42
<b>Eileen Soliday</b>					<i>Totals for Showcases:</i>	<u>\$2,627.42</u>
Eileen Soliday	4/12/2017 1	Consulting/Training Invoice	Paid	10-35-5762-00	Other Contr Services - Admin	\$165.00
<b>Staples Advantage</b>					<i>Totals for Eileen Soliday:</i>	<u>\$165.00</u>
Staples Advantage	4/12/2017 8043342738	Misc. Office and Kitchen Sup Invoice	Paid	10-25-5713-00 10-25-5716-00	Office Supplies Kitchen Supplies	\$77.38 \$194.74
<b>Systems Technology Group</b>					<i>Totals for Staples Advantage:</i>	<u>\$272.12</u>
Systems Technology Group	4/12/2017 11670	Reading Program Platform Invoice	Paid	10-50-5869-20	Internet Licensed DBases	\$1,600.00
<b>Triple S Vending</b>					<i>Totals for Systems Technology Group:</i>	<u>\$1,600.00</u>
Triple S Vending	4/12/2017 11498	Water Invoice	Paid	10-25-5716-00	Kitchen Supplies	\$56.00
	4/12/2017 11526	Water Invoice	Paid	10-25-5716-00	Kitchen Supplies	\$70.00
					<i>Totals for Triple S Vending:</i>	<u>\$126.00</u>

# Lisle Library District

## Accounts Payable for April 12, 2017

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Tyco Integrated Security LLC</b> Tyco Integrated Security LLC	4/12/2017 28246218	Quarterly Service 4-1-17 - 6 Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$726.59
					<i>Totals for Tyco Integrated Security LLC:</i>	<u>\$726.59</u>
<b>Unique Management Services, Inc.</b> Unique Management Services, Inc.	4/12/2017 441134	Collection Account - Februar Invoice	Paid	10-35-5761-00	Collection Agency	\$8.95
					<i>Totals for Unique Management Services, Inc.:</i>	<u>\$8.95</u>
<b>Village of Lisle</b> Village of Lisle	4/12/2017 3600000178	Shared Internet w/Village Invoice	Paid	10-20-5651-00	INet	\$450.00
	4/12/2017 032917	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	\$138.12
					<i>Totals for Village of Lisle:</i>	<u>\$588.12</u>
<b>Wells Fargo Vendor Financial Services, LLC</b> Wells Fargo Vendor Financial Services, L	4/12/2017 98528887	Copier Rental 4/20 - 5/19/17 Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$202.55
					<i>Totals for Wells Fargo Vendor Financial Services, LLC:</i>	<u>\$202.55</u>

# Lisle Library District Accounts Payable for April 12, 2017

## Account Summary

Account Number	Description	Net Amount
10-20-5651-00	INet	\$450.00
10-20-5653-00	Utilities - Gas	\$850.37
10-20-5654-00	Utilities - Sewer & Water	\$138.12
10-20-5655-00	Utilities - Electric	\$7,937.00
10-20-5661-00	Maint Contracts - Maint. Service	\$2,991.00
10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$460.50
10-20-5664-00	Maint/Repairs-Non Contr. Work	\$2,226.27
10-20-5665-00	Rubbish Removal	\$179.09
10-25-5711-00	Postage Special Serv	\$933.72
10-25-5712-00	Printing	\$110.00
10-25-5713-00	Office Supplies	\$110.66
10-25-5714-00	Circ. Material Supplies	\$22.65
10-25-5716-00	Kitchen Supplies	\$611.84
10-25-5717-00	Processing Supplies	\$3,762.08
10-25-5718-00	Computer Supplies	\$34.98
10-25-5724-15	Local Travel	\$20.02
10-35-5760-00	Legal Services - Admin	\$106.25
10-35-5761-00	Collection Agency	\$8.95
10-35-5762-00	Other Contr Services - Admin	\$165.00
10-35-5763-00	Other Contractual Services-Technology Asst	\$2,899.49
10-35-5765-10	Investment Agency Consultants	\$573.05
10-40-5783-00	Dues - Staff	\$575.00
10-40-5784-00	Meetings - Staff	\$57.47
10-40-5785-00	Conferences - Staff	\$45.98
10-40-5786-00	Employee/Volunteer Recognition	\$142.34
10-48-5823-50	Minor Equip - Tech Services	\$60.83
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$929.14
10-48-5846-00	Equip Maint/Repr-NonContr	\$147.95
10-50-5863-30	Books - Youth Serv. Dept.	\$6,631.09
10-50-5864-10	Books - Non Fiction	\$6,719.13
10-50-5865-10	Books - Adult Fiction	\$5,311.65
10-50-5866-20	Business Ref Supplements	\$2,606.50
10-50-5867-20	Ref Books - Adult Serv. Dept.	\$1,267.00

# Lisle Library District Accounts Payable for April 12, 2017

10-50-5869-20	Internet Licensed DBases	\$6,955.00
10-50-5871-20	Document Delivery	\$34.00
10-50-5873-30	DBases - Youth Serv. Dept.	\$4,185.00
10-50-5890-30	A-V Mats - Youth Serv. Dept.	\$1,441.94
10-50-5895-40	A-V Mats - Adult Serv. Dept.	\$4,620.70
10-50-5900-20	Periodicals - Adult Serv. Dept.	\$325.37
10-50-5900-30	Periodicals - Youth Serv. Dept.	(\$49.95)
10-60-5931-10	Programs - Adult Services	\$211.34
10-60-5931-30	Programs - Youth Serv. Dept.	\$1,979.82
10-60-5940-30	Reader Services - Youth Serv. Dept.	\$102.48
30-65-5925-00	Network - Maint. (.02 B/M)	\$6,528.32
	GRAND TOTAL:	\$75,419.14



# Lisle Library District

## Account Distribution Report by Number

April 12, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-20-5651-00, INet									
4/12/2017	3600000178	Invoice	5141-182	Village of Lisle	Village of Lisle-360000	Posted	4/12/2017	\$450.00	\$0.00
Totals for 10-20-5651-00, INet:								\$450.00	\$0.00
10-20-5653-00, Utilities - Gas									
4/12/2017	032017	Invoice	5141-160	NICOR	NICOR-032017	Posted	4/12/2017	\$850.37	\$0.00
Totals for 10-20-5653-00, Utilities - Gas:								\$850.37	\$0.00
10-20-5654-00, Utilities - Sewer & Water									
4/12/2017	032917	Invoice	5141-259	Village of Lisle	Village of Lisle-03291	Posted	4/12/2017	\$138.12	\$0.00
Totals for 10-20-5654-00, Utilities - Sewer & Water:								\$138.12	\$0.00
10-20-5655-00, Utilities - Electric									
4/12/2017	149565717021	Invoice	5134-12	Dynegy Energy Services	Dynegy Energy Servi	Posted	4/12/2017	\$4,101.56	\$0.00
4/12/2017	149565717031	Invoice	5141-190	Dynegy Energy Services	Dynegy Energy Servi	Posted	4/12/2017	\$3,835.44	\$0.00
Totals for 10-20-5655-00, Utilities - Electric:								\$7,937.00	\$0.00
10-20-5661-00, Maint Contracts - Maint. Service									
4/12/2017	4175121	Invoice	5134-22	Anderson Pest Solutions	Anderson Pest Solutio	Posted	4/12/2017	\$141.00	\$0.00
4/12/2017	C01319	Invoice	5141-001	Complete Cleaning Company	Complete Cleaning Co	Posted	4/12/2017	\$2,235.00	\$0.00
4/12/2017	AW01026	Invoice	5141-252	Complete Cleaning Company	Complete Cleaning Co	Posted	4/12/2017	\$615.00	\$0.00
Totals for 10-20-5661-00, Maint Contracts - Maint. Service:								\$2,991.00	\$0.00
10-20-5663-00, Maint/Repairs-Genl repairs, Supplies									
4/12/2017	2539	Invoice	5134-30	Case Lots, Inc.	Case Lots, Inc.-2539	Posted	4/12/2017	\$213.30	\$0.00
4/12/2017	003033	Invoice	5141-194	Case Lots, Inc.	Case Lots, Inc.-003033	Posted	4/12/2017	\$247.20	\$0.00
Totals for 10-20-5663-00, Maint/Repairs-Genl repairs, Supplies:								\$460.50	\$0.00
10-20-5664-00, Maint/Repairs-Non Contr. Work									
4/12/2017	721172	Invoice	5141-029	Patriot Electric & Technologies	Patriot Electric & Techn	Posted	4/12/2017	\$238.14	\$0.00
4/12/2017	17619	Invoice	5141-047	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	4/12/2017	\$1,988.13	\$0.00
Totals for 10-20-5664-00, Maint/Repairs-Non Contr. Work:								\$2,226.27	\$0.00
10-20-5665-00, Rubbish Removal									
4/12/2017	0551-013319564	Invoice	5141-003	Republic Services	Republic Services-055	Posted	4/12/2017	\$179.09	\$0.00
Totals for 10-20-5665-00, Rubbish Removal:								\$179.09	\$0.00
10-25-5711-00, Postage Special Serv									
4/12/2017	032617	Invoice	5141-214	Easypennit Postage	Easypennit Postage-03	Posted	4/12/2017	\$933.72	\$0.00
Totals for 10-25-5711-00, Postage Special Serv:								\$933.72	\$0.00

# Lisle Library District

## Account Distribution Report by Number

April 12, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
<b>10-25-5712-00, Printing</b>									
4/12/2017	25930	Invoice	5134-07	Allegra Print & Imaging	Allegra Print & Imaging Posted	Posted	4/12/2017	\$110.00	\$0.00
								<u>\$110.00</u>	<u>\$0.00</u>
<b>10-25-5713-00, Office Supplies</b>									
4/12/2017	8043342738	Invoice	5134-09	Staples Advantage	Staples Advantage-804: Posted	Posted	4/12/2017	\$77.38	\$0.00
4/12/2017	PINV1310590	Invoice	5141-206	Garvey's Office Products	Garvey's Office Product Posted	Posted	4/12/2017	\$33.28	\$0.00
								<u>\$110.66</u>	<u>\$0.00</u>
<b>10-25-5714-00, Circ. Material Supplies</b>									
4/12/2017	PINV1305244	Invoice	5141-033	Garvey's Office Products	Garvey's Office Product Posted	Posted	4/12/2017	\$22.65	\$0.00
								<u>\$22.65</u>	<u>\$0.00</u>
<b>10-25-5716-00, Kitchen Supplies</b>									
4/12/2017	8043342738	Invoice	5134-11	Staples Advantage	Staples Advantage-804: Posted	Posted	4/12/2017	\$194.74	\$0.00
4/12/2017	2539	Invoice	5134-28	Case Lots, Inc.	Case Lots, Inc.-2539 Posted	Posted	4/12/2017	\$291.10	\$0.00
4/12/2017	11498	Invoice	5141-043	Triple S Vending	Triple S Vending-1149 Posted	Posted	4/12/2017	\$56.00	\$0.00
4/12/2017	11526	Invoice	5141-192	Triple S Vending	Triple S Vending-1152 Posted	Posted	4/12/2017	\$70.00	\$0.00
								<u>\$611.84</u>	<u>\$0.00</u>
<b>10-25-5717-00, Processing Supplies</b>									
4/12/2017	PINV1300429	Invoice	5134-14	Garvey's Office Products	Garvey's Office Product Posted	Posted	4/12/2017	\$98.30	\$0.00
4/12/2017	6072914	Invoice	5134-18	Demco, Inc.	Demco, Inc.-6072914 Posted	Posted	4/12/2017	\$18.24	\$0.00
4/12/2017	298407	Invoice	5134-20	Showcases	Showcases-298407 Posted	Posted	4/12/2017	\$2,627.42	\$0.00
4/12/2017	0526990-IN	Invoice	5141-166	Penworthy Company	Penworthy Company-0: Posted	Posted	4/12/2017	\$42.00	\$0.00
4/12/2017	73968	Invoice	5141-176	Compact Disc Source	Compact Disc Source Posted	Posted	4/12/2017	\$72.83	\$0.00
4/12/2017	74038	Invoice	5141-180	Compact Disc Source	Compact Disc Source Posted	Posted	4/12/2017	\$38.79	\$0.00
4/12/2017	033117	Invoice	5141-218	Baker & Taylor (L5202982)	Baker & Taylor (L5202) Posted	Posted	4/12/2017	\$52.90	\$0.00
4/12/2017	033117	Invoice	5141-221	Baker & Taylor (L4171782)	Baker & Taylor (L4171) Posted	Posted	4/12/2017	\$6.20	\$0.00
4/12/2017	033117	Invoice	5141-224	Baker & Taylor (L4171582)	Baker & Taylor (L4171) Posted	Posted	4/12/2017	\$85.80	\$0.00
4/12/2017	033117	Invoice	5141-233	Baker & Taylor (L5543202)	Baker & Taylor (L5543) Posted	Posted	4/12/2017	\$210.65	\$0.00
4/12/2017	033117	Invoice	5141-238	Baker & Taylor (L5425632)	Baker & Taylor (L5425) Posted	Posted	4/12/2017	\$218.15	\$0.00
4/12/2017	033117	Invoice	5141-241	Baker & Taylor (L0334152)	Baker & Taylor (L0334) Posted	Posted	4/12/2017	\$290.80	\$0.00
								<u>\$3,762.08</u>	<u>\$0.00</u>
<b>10-25-5718-00, Computer Supplies</b>									
4/12/2017	032117	Invoice	5141-170	Sandy Hayes	Sandy Hayes-032117 Posted	Posted	4/12/2017	\$34.98	\$0.00
								<u>\$34.98</u>	<u>\$0.00</u>

# Lisle Library District

## Account Distribution Report by Number

April 12, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-25-5724-15, Local Travel									
4/12/2017	030817	Invoice	5141-198	Winona Patterson	Winona Patterson-030	Posted	4/12/2017	\$4.37	\$0.00
4/12/2017	032217	Invoice	5141-200	Winona Patterson	Winona Patterson-032	Posted	4/12/2017	\$5.16	\$0.00
4/12/2017	040317	Invoice	5141-254	Jackie Kilcran	Jackie Kilcran-040317	Posted	4/12/2017	\$10.49	\$0.00
				Totals for 10-25-5724-15, Local Travel:				\$20.02	\$0.00
10-35-5760-00, Legal Services - Admin									
4/12/2017	55655	Invoice	5141-156	Ancel, Glink, Diamond, Bush, I	Ancel, Glink, Diamond	Posted	4/12/2017	\$50.00	\$0.00
4/12/2017	273124	Invoice	5141-158	Robbins Schwartz	Robbins Schwartz-273	Posted	4/12/2017	\$56.25	\$0.00
				Totals for 10-35-5760-00, Legal Services - Admin:				\$106.25	\$0.00
10-35-5761-00, Collection Agency									
4/12/2017	441134	Invoice	5134-33	Unique Management Services, I	Unique Management S	Posted	4/12/2017	\$8.95	\$0.00
				Totals for 10-35-5761-00, Collection Agency:				\$8.95	\$0.00
10-35-5762-00, Other Contr Services - Admin									
4/12/2017	1	Invoice	5134-24	Eileen Soliday	Eileen Soliday-I	Posted	4/12/2017	\$165.00	\$0.00
				Totals for 10-35-5762-00, Other Contr Services - Admin:				\$165.00	\$0.00
10-35-5763-00, Other Contractual Services-Technology Asst									
4/12/2017	34772	Invoice	5134-31	Outsource Solutions Group, In	Outsource Solutions G	Posted	4/12/2017	\$900.00	\$0.00
4/12/2017	13714	Invoice	5141-154	Perfect Systems, Ltd.	Perfect Systems, Ltd.-1	Posted	4/12/2017	\$1,099.49	\$0.00
4/12/2017	35214	Invoice	5141-258	Outsource Solutions Group, In	Outsource Solutions G	Posted	4/12/2017	\$900.00	\$0.00
				Totals for 10-35-5763-00, Other Contractual Services-Technology Asst:				\$2,899.49	\$0.00
10-35-5765-10, Investment Agency Consultants									
4/12/2017	033117	Invoice	5141-256	Ehlers Investment Partners, LL	Ehlers Investment Part	Posted	4/12/2017	\$573.05	\$0.00
				Totals for 10-35-5765-10, Investment Agency Consultants:				\$573.05	\$0.00
10-40-5783-00, Dues - Staff									
4/12/2017	032717	Invoice	5141-035	Illinois Library Association	Illinois Library Associa	Posted	4/12/2017	\$65.00	\$0.00
4/12/2017	033117	Invoice	5141-168	Illinois Library Association	Illinois Library Associa	Posted	4/12/2017	\$135.00	\$0.00
4/12/2017	032917	Invoice	5141-172	Laura Murff	Laura Murff-032917	Posted	4/12/2017	\$25.00	\$0.00
4/12/2017	130127	Invoice	5141-262	Illinois Library Association	Illinois Library Associa	Posted	4/12/2017	\$100.00	\$0.00
4/12/2017	130477	Invoice	5141-264	Illinois Library Association	Illinois Library Associa	Posted	4/12/2017	\$100.00	\$0.00
4/12/2017	130474	Invoice	5141-266	Illinois Library Association	Illinois Library Associa	Posted	4/12/2017	\$150.00	\$0.00
				Totals for 10-40-5783-00, Dues - Staff:				\$575.00	\$0.00
10-40-5784-00, Meetings - Staff									
4/12/2017	030317	Invoice	5141-051	Brian Baxter	Brian Baxter-030317	Posted	4/12/2017	\$40.67	\$0.00

**Lisle Library District**  
**Account Distribution Report by Number**  
*April 12, 2017*

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
4/12/2017	031617	Invoice	5141-162	Laura Murff	Laura Murff-031617	Posted	4/12/2017	\$16.80	\$0.00
10-40-5785-00, Conferences - Staff									
4/12/2017	031017	Invoice	5141-049	Josh Hepler	Josh Hepler-031017	Posted	4/12/2017	\$45.98	\$0.00
10-40-5786-00, Employee/Volunteer Recognition									
4/12/2017	3250	Invoice	5134-03	Flowers of Lisle	Flowers of Lisle-3250	Posted	4/12/2017	\$77.95	\$0.00
4/12/2017	031617	Invoice	5141-007	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	4/12/2017	\$16.99	\$0.00
4/12/2017	022717	Invoice	5141-010	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	4/12/2017	\$34.99	\$0.00
4/12/2017	033117	Invoice	5141-016	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	4/12/2017	\$12.41	\$0.00
10-48-5823-50, Minor Equip - Tech Services									
4/12/2017	6095901	Invoice	5141-250	Demco, Inc.	Demco, Inc.-6095901	Posted	4/12/2017	\$60.83	\$0.00
10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide									
4/12/2017	28246218	Invoice	5141-045	Tyco Integrated Security LLC	Tyco Integrated Security	Posted	4/12/2017	\$726.59	\$0.00
4/12/2017	98528887	Invoice	5141-229	Wells Fargo Vendor Financial S	Wells Fargo Vendor F	Posted	4/12/2017	\$202.55	\$0.00
10-48-5846-00, Equip Maint/Repr-NonContr									
4/12/2017	1893 AAA	Invoice	5141-025	ELM USA, Inc.	ELM USA, Inc.-1893 A	Posted	4/12/2017	\$147.95	\$0.00
10-50-5863-30, Books - Youth Serv. Dept.									
4/12/2017	0525667-IN	Invoice	5134-05	Penworthy Company	Penworthy Company-05	Posted	4/12/2017	\$1,636.77	\$0.00
4/12/2017	033117	Invoice	5141-219	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	4/12/2017	\$260.01	\$0.00
4/12/2017	033117	Invoice	5141-227	Baker & Taylor (C4053863)	Baker & Taylor (C4053	Posted	4/12/2017	\$38.14	\$0.00
4/12/2017	033117	Invoice	5141-236	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	4/12/2017	\$4,696.17	\$0.00
10-50-5864-10, Books - Non Fiction									
4/12/2017	120916	Invoice	5141-208	Oak Lawn Public Library	Oak Lawn Public Libr	Posted	4/12/2017	\$23.00	\$0.00
4/12/2017	033117	Invoice	5141-234	Baker & Taylor (C5223433)	Baker & Taylor (C5223	Posted	4/12/2017	\$375.84	\$0.00
4/12/2017	033117	Invoice	5141-239	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	4/12/2017	\$6,320.29	\$0.00
Totals for 10-50-5864-10, Books - Non Fiction:									
								\$6,719.13	\$0.00

# Lisle Library District

## Account Distribution Report by Number

April 12, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
<b>10-50-5865-10, Books - Adult Fiction</b>									
4/12/2017	033117	Invoice	5141-216	Baker & Taylor (L5202982)	Baker & Taylor (L5202) Posted		4/12/2017	\$223.85	\$0.00
4/12/2017	033117	Invoice	5141-231	Baker & Taylor (L5543202)	Baker & Taylor (L5543) Posted		4/12/2017	\$5,087.80	\$0.00
					<i>Totals for 10-50-5865-10, Books - Adult Fiction:</i>			<i>\$5,311.65</i>	<i>\$0.00</i>
<b>10-50-5866-20, Business Ref Supplements</b>									
4/12/2017	5410092616	Invoice	5141-196	CCH Inc.	CCH Inc.-5410092616 Posted		4/12/2017	\$2,174.00	\$0.00
4/12/2017	343623	Invoice	5141-202	Grey House Publishing	Grey House Publishin Posted		4/12/2017	\$432.50	\$0.00
					<i>Totals for 10-50-5866-20, Business Ref Supplements:</i>			<i>\$2,606.50</i>	<i>\$0.00</i>
<b>10-50-5867-20, Ref Books - Adult Serv. Dept.</b>									
4/12/2017	033117	Invoice	5141-225	Baker & Taylor (C5223353)	Baker & Taylor (C5223) Posted		4/12/2017	\$1,267.00	\$0.00
					<i>Totals for 10-50-5867-20, Ref Books - Adult Serv. Dept.:</i>			<i>\$1,267.00</i>	<i>\$0.00</i>
<b>10-50-5869-20, Internet Licensed DBases</b>									
4/12/2017	11670	Invoice	5134-01	Systems Technology Group	Systems Technology G Posted		4/12/2017	\$1,600.00	\$0.00
4/12/2017	10003130711	Invoice	5141-188	InfoGroup	InfoGroup-100031307 Posted		4/12/2017	\$5,355.00	\$0.00
					<i>Totals for 10-50-5869-20, Internet Licensed DBases:</i>			<i>\$6,955.00</i>	<i>\$0.00</i>
<b>10-50-5871-20, Document Delivery</b>									
4/12/2017	13103	Invoice	5141-027	IHLS - OCLC	IHLS - OCLC-13103 Posted		4/12/2017	\$34.00	\$0.00
					<i>Totals for 10-50-5871-20, Document Delivery:</i>			<i>\$34.00</i>	<i>\$0.00</i>
<b>10-50-5873-30, Dbases - Youth Serv. Dept.</b>									
4/12/2017	11477228	Invoice	5141-037	Scholastic Library Publishing	Scholastic Library Pub Posted		4/12/2017	\$4,185.00	\$0.00
					<i>Totals for 10-50-5873-30, Dbases - Youth Serv. Dept.:</i>			<i>\$4,185.00</i>	<i>\$0.00</i>
<b>10-50-5890-30, A-V Matis - Youth Serv. Dept.</b>									
4/12/2017	212149	Invoice	5141-039	Findaway World	Findaway World-2121 Posted		4/12/2017	\$1,099.92	\$0.00
4/12/2017	033117	Invoice	5141-248	Midwest Tape (7291)	Midwest Tape (7291)- Posted		4/12/2017	\$342.02	\$0.00
					<i>Totals for 10-50-5890-30, A-V Matis - Youth Serv. Dept.:</i>			<i>\$1,441.94</i>	<i>\$0.00</i>
<b>10-50-5895-40, A-V Matis - Adult Serv. Dept.</b>									
4/12/2017	75506270	Invoice	5141-164	Recorded Books, LLC	Recorded Books, LLC-7 Posted		4/12/2017	\$414.96	\$0.00
4/12/2017	73969	Invoice	5141-174	Compact Disc Source	Compact Disc Source Posted		4/12/2017	\$233.46	\$0.00
4/12/2017	74039	Invoice	5141-178	Compact Disc Source	Compact Disc Source Posted		4/12/2017	\$127.28	\$0.00
4/12/2017	033117	Invoice	5141-222	Baker & Taylor (L4171582)	Baker & Taylor (L4171) Posted		4/12/2017	\$657.35	\$0.00
4/12/2017	033117	Invoice	5141-242	Midwest Tape (12516)	Midwest Tape (12516) Posted		4/12/2017	\$359.90	\$0.00
4/12/2017	033117	Invoice	5141-244	Midwest Tape (7289)	Midwest Tape (7289)- Posted		4/12/2017	\$22.99	\$0.00
4/12/2017	033117	Invoice	5141-246	Midwest Tape (7288)	Midwest Tape (7288)- Posted		4/12/2017	\$2,804.76	\$0.00

# Lisle Library District

## Account Distribution Report by Number

April 12, 2017

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
<b>10-50-5900-20, Periodicals - Adult Serv. Dept.</b>									
4/12/2017	0067620	Invoice	5141-136	EBSCO Information Services	EBSCO Information S	Posted	4/12/2017	\$31.11	\$0.00
4/12/2017	1540408	Invoice	5141-138	EBSCO Information Services	EBSCO Information S	Posted	4/12/2017	\$49.90	\$0.00
4/12/2017	0057345	Invoice	5141-140	EBSCO Information Services	EBSCO Information S	Posted	4/12/2017	\$306.36	\$0.00
4/12/2017	0006204	Credit Memo	5141-148	EBSCO Information Services	EBSCO Information S	Posted	4/12/2017	\$0.00	\$62.00
<b>Totals for 10-50-5900-20, Periodicals - Adult Serv. Dept.:</b>								<b>\$4,620.70</b>	<b>\$0.00</b>
<b>10-50-5900-30, Periodicals - Youth Serv. Dept.</b>									
4/12/2017	0006205	Credit Memo	5141-142	EBSCO Information Services	EBSCO Information S	Posted	4/12/2017	\$0.00	\$49.95
<b>Totals for 10-50-5900-30, Periodicals - Youth Serv. Dept.:</b>								<b>\$0.00</b>	<b>\$49.95</b>
<b>10-60-5931-10, Programs - Adult Services</b>									
4/12/2017	033117	Invoice	5141-184	Gail Graziani	Gail Graziani-033117	Posted	4/12/2017	\$12.99	\$0.00
4/12/2017	033117	Invoice	5141-186	Xavier Duran	Xavier Duran-033117	Posted	4/12/2017	\$126.40	\$0.00
4/12/2017	032817	Invoice	5141-204	Pam Freer	Pam Freer-032817	Posted	4/12/2017	\$11.00	\$0.00
4/12/2017	030317	Invoice	5141-210	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	4/12/2017	\$15.16	\$0.00
4/12/2017	030417	Invoice	5141-212	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	4/12/2017	\$45.79	\$0.00
<b>Totals for 10-60-5931-10, Programs - Adult Services:</b>								<b>\$211.34</b>	<b>\$0.00</b>
<b>10-60-5931-30, Programs - Youth Serv. Dept.</b>									
4/12/2017	PIN1300600	Invoice	5134-26	Garvey's Office Products	Garvey's Office Produc	Posted	4/12/2017	\$17.99	\$0.00
4/12/2017	031617	Invoice	5141-005	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	4/12/2017	\$3.98	\$0.00
4/12/2017	030217	Invoice	5141-008	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	4/12/2017	\$15.93	\$0.00
4/12/2017	022217	Invoice	5141-012	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	4/12/2017	\$3.49	\$0.00
4/12/2017	022017	Invoice	5141-014	New Albertsons Inc./Purchase A	New Albertsons Inc./	Posted	4/12/2017	\$5.26	\$0.00
4/12/2017	030817	Invoice	5141-018	Will Savage	Will Savage-030817	Posted	4/12/2017	\$40.00	\$0.00
4/12/2017	030817	Invoice	5141-020	Will Savage	Will Savage-030817	Posted	4/12/2017	\$3.49	\$0.00
4/12/2017	030917	Invoice	5141-021	Mallory Caise	Mallory Caise-030917	Posted	4/12/2017	\$23.93	\$0.00
4/12/2017	DM2690799	Invoice	5141-023	Discount Mugs	Discount Mugs-DM269	Posted	4/12/2017	\$1,865.75	\$0.00
<b>Totals for 10-60-5931-30, Programs - Youth Serv. Dept.:</b>								<b>\$1,979.82</b>	<b>\$0.00</b>
<b>10-60-5940-30, Reader Services - Youth Serv. Dept.</b>									
4/12/2017	6073655	Invoice	5134-16	Demco, Inc.	Demco, Inc.-6073655	Posted	4/12/2017	\$102.48	\$0.00
<b>Totals for 10-60-5940-30, Reader Services - Youth Serv. Dept.:</b>								<b>\$102.48</b>	<b>\$0.00</b>
<b>30-65-5925-00, Network - Maint. (.02 B/M)</b>									
4/12/2017	INV-US-29941	Invoice	5141-031	EnvisionWare, INC.	EnvisionWare, INC.-IN	Posted	4/12/2017	\$5,992.32	\$0.00

# Lisle Library District

## Account Distribution Report by Number

April 12, 2017

4/12/2017	6071451	Invoice	5141-041	Demco Software	Demco Software-6071 Posted	4/12/2017	\$536.00	\$0.00
<i>Totals for 30-65-5925-00, Network - Maint. (.02 B/M):</i>							<i>\$6,528.32</i>	<i>\$0.00</i>
<b>Grand Totals:</b>							<b>\$75,531.09</b>	<b>\$111.95</b>

# Lisle Library District Account Distribution Report by Number April 12, 2017

Report name: Account number report for 04/12/17  
Report format: Detail  
Include these transaction dates: 4/12/2017 to 4/12/2017  
Include these post dates: 4/12/2017 to 4/12/2017  
Include all Post Statuses  
Do not include adjustment transactions  
Include miscellaneous entries  
Include these Accounts: Query: Account number report  
Include all Funds  
Include all Classes  
Include all Vendors  
Include all Invoices  
Include all Credit Memos  
Include all Payments  
Include all Purchase Orders  
Include all Receipts  
Include all Account Attributes  
Include all Vendor Attributes  
Include all Invoice Attributes  
Include all Credit Memo Attributes  
Include all Purchase Order Attributes  
Include all Function(s)  
Include all Department(s)

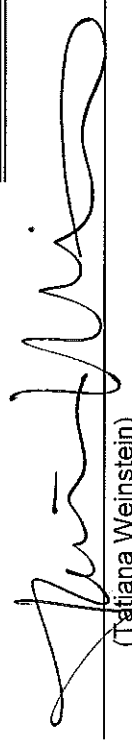


**PRIOR MONTHS BILLS PAID BETWEEN March 2017 and April 2017  
BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.**

Check #	Vendor	Amount	
HSA	Salaries 3/15/17	\$ 68,532.34	
HSA	Garnishment	\$ 118.59	
HSA	Ill. Dept. of Revenue	\$ 3,387.97	
Auto W/D	Howard Simon & Associates	\$ 516.40	
HSA	EFTPS/Electronic Tax Pymt 3/15/17	\$ 25,670.85	
	Fed Tax \$11050.30		
	FICA W/H \$7310.29		
	FICA Lib \$7310.26		
HSA	Salaries 3/31/17		
HSA	Garnishment	\$ 60,212.05	
HSA	Ill. Dept. of Revenue	\$ 162.26	
HSA	EFTPS/Electronic Tax Pymt 3/31/17	\$ 2,923.83	
	Fed Tax \$8748.36		
	FICA W/H \$6292.18		
	FICA Lib \$6292.16		
Wired	IMRF	\$ 25,176.65	
	IMRF W/H \$8598.55		
	IMRF Lib. \$16578.10		
	Sub Total	\$ 208,033.64	
Check #	Vendor	Description	Amt
40982	AccessOne Inc	Phone Bill	\$ 731.01
40983	AFLAC (G6920)	Payroll Withholding	\$ 484.34
40984	Delta Dental - Risk	Premiums	\$ 2,060.34
40985	Ehlers Investment Partners, LLC	Consulting Fee	\$ 436.30
40986	Midwest Tape (7289)	Oscar Prizes	\$ 84.96
40987	Midwest Tape (7288)	DVDs, Processing	\$ 2,817.71
40988	Midwest Tape (7290)	CDs	\$ 234.94
40989	Midwest Tape (7291)	JH CDs, YS DVDs	\$ 311.04
40990	Midwest Tape (12516)	CD Books	\$ 49.99
40991	Outsource Solutions Group, Inc.	Monthly Monitoring	\$ 800.00
40992	Village of Lisle	Water Bill	\$ 211.28
40993	Amazon	Books, Videos Games, Movies, Supplies, Labels	\$ 1,307.84
40994	Bank of America	IMBD Subscription, Programs, IVNUA Conference	\$ 2,478.77
40995	DuPage County Public Works	Water, Sewer Usage	\$ 126.18
40996	LIMR/ICC Purchase of Health Ins. Program	Medical Insurance	\$ 27,023.96
40997	NCBERS - IL IMRF	Payroll Withholding	\$ 112.00
40998	Petty Cash Checking Account #510-49	Petty Cash	\$ 324.91
	Sub Total		\$ 39,595.57
	TOTAL		\$ 247,629.21

RECAP OF PRIOR SHEETS EXPENSES

TOTAL CORPORATE EXPENSES	\$286,339.51
TOTAL .02 BUILDING/MAINT. EXPENSES	\$6,528.32
TOTAL IMRF/FICA EXPENSES	\$30,180.52
TOTAL WORKING CASH EXPENSES	
TOTAL SPECIAL RESERVE	
TOTAL OF ALL ABOVE	\$323,048.35

These expenses have been submitted by   
(Tatiana Weinstein)

The above items have been approved by the Lisle Library District Board of Trustees on: / 4/12/2017

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Presiding Officer

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Monthly Circulation Report - March 2017

				Mar-17	YTD FY 15/16	YTD FY 16/17	YTD % Change	
		Checkouts	Renewals	TOTALS				
Adult Non-Print		8,169	2,627	10,796	103,584	91,761	-11.41%	
Adult Print		6,880	3,180	10,060	95,183	88,871	-6.63%	
Adult Total		6,880	5,807	12,687	198,767	180,632	-9.12%	
YS Non-Print		2,082	815	2,897	25,673	24,041	-6.36%	
YS Print		8,133	2,957	11,090	102,084	94,322	-7.60%	
Total YS		10,215	3,772	13,987	127,757	118,363	-7.35%	
Digital Media								
Overdrive		1,460			14,201	12,928	-8.96%	
hoopla		1,174			4,593	9,238	101.13%	
Zinio		202			1,547	1,413	-8.66%	
Total Digital		2,836	0	0	20,341	23,579	15.92%	
Subtotal Print + Non-Print/Digital		19,931	9,579	26,674	346,865	322,574	-7.00%	
Computer/Tech Sessions Logins		2,813			29,779	25,941	-12.89%	
Database Usage/Unique Logins		5,211			61,273	54,803	-10.56%	
Wireless Use		2,235			21,672	18,660	-13.90%	
ScannX sessions/jobs		507			2,252	2,726	21.05%	
Museum Adventure Passes		23			228	235	3.07%	
Total IT/Resource Sessions		10,789	0	0	115,204	102,365	-11.14%	
Total Circulation		30,720	9,579	26,674	462,069	424,939	-8.04%	
Literacy Software Usage Hours *		83			465	813	74.84%	
Borrower Information	Mar 2017 Total	YTD 15/16	YTD 16/17	YTD % Change				
New Library Cards Added	136	1,412	1,375	-2.62%				
Monthly Borrowers	3,289	30,244	28,971	-4.21%				
Total # Registered Borrowers	11,778	12,232	11,778	-3.71%				
InterLibrary Loans								
Materials Sent	138	983	1,111	13.02%				
Materials Received	397	3,834	3,450	-10.02%				
Polaris/Catalog Holds								
Holds Placed	3,187	30,483	27,375	-10.20%				
Holds Checked Out	2,462	24,295	21,719	-10.60%				
* This statistic was added in October 2015.								

**Lisle Library District**  
**Program and Service Statistics - March 2017**

		LibWide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY15/16	YTD FY16/17	% Change
Library Event Statistics										
Staff Facilitated Programs	Attendees		19	57		10	86	637	699	9.73%
			227	1,016		120	1,363	9,403	10,568	12.39%
Computer/Technology Programs			2	4		5	11	99	57	-42.42%
	Attendees		16	25		9	50	430	248	-42.33%
Performer/Speaker/Author			4	1			5	35	34	-2.86%
	Attendees		131	12			143	962	787	-18.19%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)		0					0	5	4	-20.00%
	Attendees	0					0	984	510	-48.17%
Total Number of Programs			25	62			87	772	799	3.50%
Total Patrons Served by Programming			374	1,053			1,427	11,095	11,984	8.01%
Reference Questions			2,277	1,805	2,444		6,526	59,165	57,960	-2.04%
Volunteer Hours			5.00	45.00	0		50.00	961.00	1,075.50	11.91%
Outreach Service Statistics										
Outreach Visits			1	11			12	96	101	5.21%
Patrons Served by Outreach Visits			10	915			925	6,423	5,994	-6.68%
Home Delivery Dates			2				2	19	19	0.00%
Patrons Served via Home Delivery			72				72	655	711	8.55%
Total Outreach Programs			3	11			14	115	120	4.35%
Total Patrons Served with Outreach Services			82	915			997	7,078	6,705	-5.27%
Civic Facility Use										
Literacy/Tutoring Room Use (patron count)		92						629	889	41.34%
Number of Outside Groups Using Meeting Space		28						259	208	-19.69%
Patrons Entering Building		15,607						143,241	137,045	-4.33%
Friend's Sponsored Programs		1						14	8	-42.86%
Attendees		35						501	392	-21.76%
Social Media Use										
Facebook (daily page consumption)		1,359						8,926	10,266	15.01%
Twitter Followers		638						524	638	21.76%
Pinterest Average Daily Viewers *		106						1,384	1,789	29.26%
Instagram Likes		249						1,399	2,708	93.57%
Flickr Views *		8,545						51,320	55,098	7.36%

\* New statlines beginning in Sept. 2015.

## Director's Report April 2017

### Meetings

- Board of Trustees – March 8
- Point Team/C.E. – March 10
- Staff – March 14
- Paul Jarecki – March 20
- Envisionware – March 20
- LLD Parent – March 28
- David Knutte – March 29

### Highlights | Developments

#### Point Team | Community Engagement

On March 10<sup>th</sup> the Point Team for our Community Engagement Project met with Millennia Consulting's Wendy Siegel and Carol White. The objective was to introduce the consultants to the Lisle Library District departments and to tour the facility and campus property. Department Directors Will Savage, Paul Hurt, Elizabeth Hopkins and Laura Murff detailed the functionality, services, staffing and space of their respective departments.

The team, including Richard Flint, Maureen Rieck, Beth McQuillan and myself, also discussed the Library's responsive patron service agenda and strong programming, as well as shared ideas about opportunities for improvement such as more outreach to our growing senior population and ways to provide a family bathroom in Youth Services. After our introductions and conversation, the team dispersed and Beth and I gave Millennia a tour of each department, staff areas, mechanical rooms, storage area and the receiving room. We then walked the exterior perimeter of the building and parking lots. We ended the tour with a visit to the adjacent vacant properties on Front Street and Kingston Avenue.

The next step in the engagement process is to hold meetings; focus groups and larger public meetings. We have yet to determine exact dates and times, but anticipate the general meetings to occur sometime in June. These assemblies will be solely administered by the consultants to ensure impartiality. After all of the meetings -- with the Board, the Department Directors, focus groups and the general public, Millennia will create a survey for the public. Upon gathering all data from the survey, Millennia will prepare an inclusive community engagement presentation for the Board using all elements of this project.

I appreciate Millennia's expertise and resolve to ensure neutrality in this large project. Providing an unbiased product/presentation is the goal and should productively inform the Library's strategic planning for the future.

#### Lisle Artist

Communication Coordinator, Josh Hepler invited stained glass artist, Paul Jarecki to the Library to interview him for our newsletter. Josh asked Mr. Jarecki about his inspiration to create a panel in celebration of the Library's logo as well as asked about his and his family's relationship to the Library. I also met with Mr. Jarecki and we scoped the Adult floor for the best space to display the stained glass panel he presented and donated to the Board of Trustees at last month's meeting. We decided that it should hang near Gallery 777. We are so honored to accept this beautiful piece of glasswork and to display it for the entire community to enjoy.

## **Power Outage**

On Wednesday, March 22<sup>nd</sup>, the Library experienced a power failure in the evening. There was a loud boom at 5:45pm and we lost electricity throughout most of the building. Just a few computers and phones were operational in one corner of the building. We called ComEd and they confirmed the transformer had indeed crashed/blew and indicated that they might be able to replace the transformer by morning. Staff had patrons evacuate the building and we closed to the public.

Board members were called to alert them to the incident as well as to the cancellation of the Committee of the Whole budget meeting scheduled for 7pm that same evening. We posted a cancellation notification on the online calendar and on the agenda posted on the Board page of the website. Staff also called the outside groups who were scheduled to meet for the evening and we put out alerts via social media and on our website. We put signs up on all doors indicating the outage.

By 7pm most of the building was dark and very few phones/computers had any power left via battery backup. We dismissed the staff. Beth McQuillan, Will Savage and I stayed to work with the ComEd crew until they no longer needed entry to the building. Our IT Manager also returned to the building and ensured that the servers were appropriately shut down should we have power surges.

ComEd replaced the transformer overnight, but that did not solve the issue. In the morning, we were informed that they needed to dig below the ground/concrete to find/replace/splice the cable into the building and have access to our mechanical room during this process. We remained closed on Thursday morning, March 23<sup>rd</sup>. ComEd brought a generator to provide power to parts of the building. The Library had lights, but no phones, elevator or computer access to half of the building. We had intermittent power issues with the generator, but we were able to update the public via our website and social media platforms from a few computers.

We alerted school administrators about not being open for the after-school children, as well as notified other groups who were scheduled to meet at the Library in the afternoon. ComEd finished the digging/cable-splicing at approximately 3:00pm on Thursday. They took us off the generator power and switched us back to the transformer. Upon this switch, we encountered a few technological issues and a boiler issue. We called our HVAC technician and he addressed one of the boilers. Our IT Manager addressed tech/phone issues. After ensuring we had adequate power and heat, we opened the building to the public. We currently have concrete/landscape damage to the sidewalk near the entry to the parking lot. ComEd will address this soon.

## **New Self-Check Kiosk**

The Library has an additional self-check kiosk stationed near the Audio Visual area on the Adult floor. Envisionware is the vendor for the kiosks and we had a seamless install on March 20<sup>th</sup>. The kiosk is functional for all print material but we are waiting for an updated case un-locker for audio visual items. We hope to have this supplementary piece in May.



To: LLD Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: April 7, 2017

## Financial Literacy

I took the opportunity to invite David Knutte of *Knutte & Associates* (LLD auditors) to the Library to gain a better perspective on the financial position of the Library. Because I was not a part of the audit process last year, I wanted to meet with our auditors and pose a few questions regarding our 15/16 Annual Financial Report. Further, there have been many references to the 15/16 LLD audit report on social media and other communication sites during this most recent consolidated election with a variety of interpretations and numbers/balances cited.

The audit contains summary statements, balance sheets, net positions and analysis reports. These documents present the Library's financial position in different organizational arrangements using governmental accounting standards. The summary presentations show the overall financial distribution and resources of the Library. Without reading the notes that accompany the summary documents (pgs. 15-31), interpreting some of the totals referenced, the liquidity of a particular fund or accounting line can be challenging. Regrettably, reading and fully understanding the audit is not effortless. Meeting with David provided a good overview of the audit and also illustrated the need for more clarity in the way we present our financials so that all readers are able to understand the Library's financial position. It is my goal to provide more financial literacy opportunities for staff and to offer supplementary financial documentation to accompany our official accounting statements in the future.

## National Library Week

We celebrate National Library Week this week. Our theme is *Libraries Transform*. We have two promotions running where we ask patrons to participate. The first is a "BookFace" photo, where the participant takes a photo of themselves behind a book cover (partially recreating the cover) and posts it to social media. The second opportunity encourages patrons to fill out paper speech-bubbles telling us how the Library helped them this year. We'll post the speech-bubbles in the Library's foyer for all to see/read. This week is an occasion to talk about the value and potential of libraries and an opportunity for our patrons to share their experiences with us. *Happy National Library Week!*

## Communications:

I received an email from a Lisle parent who has two elementary school aged children. This gentleman is new to the community and wanted to meet in person to talk about youth programming. We met to discuss STEM programming and more specifically coding programming for children. I provided information about what the Library has offered in the past and he was happy to learn that we do support basic coding programs. He suggested that we offer more throughout the year and I assured him that we are looking into more coding programming for not only elementary school aged children, but also for teens. He was pleased to hear this news.

Respectfully submitted,



Tatiana Weinstein





READER  
BECAUSE  
LEARNING  
TO READ...  
TRANSFORM

**National Library Week**

BECAUSE LIBRARIES INSPIRE  
UNRESTRAINED COMMUNITY  
COMES BEFORE READING TO LEARN.

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BECAUSE PUNCTUATION  
WITHOUT IMAGINATION

... MAKES A SENTENCE,  
NOT A STORY.

BECAUSE LIBRARIES INSPIRE  
UNDERSTANDING AND  
COMMUNITY.

COMES BEFORE  
READING TO LEARN.

# National Library Week



LIBRARIES  
TRANSFORM®

BECAUSE LEARNING TO READ...

CELEBRATE



BECAUSE  
ACCESS  
EQUALS  
OPPOR-  
TUNITY.

#### LIBRARY HOURS

Admission - Free  
9:00 am - 5:00 pm  
100 pm - 5:00 pm

Adult Services Quarterly Report  
January – February – March 2017

**January:**

Our Winter Read Program wrapped-up on Friday, January 6th. 138 adults and teens participated in the program, 434 books were read, and 145 reviews were written during the month-long Winter Read. Patrons who read and logged two books received either a book light (Adult Prize) or a media lounge (Teen Prize).

Adult Programming Coordinator, Xavier Duran, started the new year with a lunchroom table visit to Lisle Senior High School. Xavier spoke to 35 students and discussed upcoming Teen programming at the Library.

Adult Services Librarian, Gail Graziani, introduced a new computer class: *Online Research & Learning*. Gail provided an overview of 6 of the Library's different databases. The class was well received and well attended: 20 patrons came to this class.

Staff Updates: I was named Director of Adult Services on January 16<sup>th</sup>. Prior to this position, I served as Assistant Director of Adult Services from July 2015 to January 2017 and Adult Services Librarian from May 2013 to June 2015. It is my honor to serve as Director for this extraordinary department. It's my goal for Adult Services to *continue* to provide exceptional service to teens, adults, and seniors. I believe the Library is the pillar for lifelong learning in the community, and it is in this spirit that I will strive to meet our patrons' educational/creative/professional needs through a diverse collection, engaging programming, and high quality customer service.

**February:**

Our *12th annual LLD Oscar Contest* concluded in February. Patrons were invited to fill out a ballot and predict the winners in the top five categories. Five winners received movie-themed prizes, such as one of this year's Oscar-nominated films on DVD. This event continues to be popular among our community as 60 patrons participated in the contest.

In celebration of Black History Month, actress Pamela Welcome portrayed the life of abolitionist and civil rights activist, Harriet Tubman on Thursday, February 23rd. 34 patrons attended the program, of which 30 left comment cards. Some of the comments included: "*An excellent presentation! Very heartfelt!*" and "*Extremely captivating portrayal; informative and entertaining at the same time.*"

The *Adult Reading Round Table* hosted its seventh 2016-2017 Genre Study meeting at LLD. The current Genre Study series discusses Speculative Fiction in depth to develop Reader's Advisory skills among library professionals. Lisle Library serves as the southern meeting location for the Genre Study and hosts ARRT 6 times per year. Gail Graziani, our Science Fiction & Fantasy Book

Group facilitator, has been an active participant in the Genre Study and has benefited from this training as she works closely with Speculative Fiction readers both in book group and at the service desks.

Adult Crafts continue to be extremely popular at LLD. Xavier Duran hosted *DIY Terrariums* and the program quickly filled with 16 attendees. Positive feedback was received via comment cards: "*This was fantastic! Thank you!*" and "*Well organized and fun.*"

Staff Updates: Gail Graziani was named the Assistant Director of Adult Services. Gail has served as an Adult Services Librarian at LLD since August 2015. Additionally, Taylor Habal was promoted from Library Associate to Adult Services Paraprofessional.

We launched a new *Gallery 777* exhibit this month- "Reciprocal Gradation" by Paul DeVolpi. 25 individuals attended the reception of these new works on March 3<sup>rd</sup>. Additionally, Gail Graziani is now the new Gallery Coordinator and will be responsible for executing art installations (and take-downs) and will also host *Gallery 777* receptions.

### **March:**

Staff Updates: Literacy Librarian, Jean Demas, moved from the Administrative Department to the Adult Services Department. The English Language Development (ELD) collection is housed on the Adult floor near the Literacy study room, having Jean accessible to ELD-interested patrons was behind this welcomed decision

Patricia Ruocco was a panelist for the program "What the Experts are Reading" at the Murder and Mayhem conference in Chicago. Murder and Mayhem is a one-day event for librarians and readers who are interested in learning about upcoming Crime Fiction publications. Patricia was asked by award-winning author, Lori Rader-Day, to serve as a panelist due to her expertise in the Mystery genre. Additionally, seven members of the Murder Among Friends mystery discussion group attended the conference as well.

On Tuesday, March 21st, 42 people attended a presentation by Dr. Victor Gensini, Meteorology professor at the College of DuPage on a weather model that can predict dangerous weather two weeks before it occurs. Some comments included: "*Very informative and easy to understand*" and "*Excellent presentation*" Dr. Gensini is part of COD's Speakers Bureau: a complimentary service in which faculty present a program on their area of expertise.

On March 22<sup>nd</sup>, Murphy the dog and his handler, Bill Holaday, visited with the Family Literacy Class and encouraged limited English speaking parents and their children to socialize and play.

I attended the *Adult Reading Round Table's* spring program: "On the Same Page: How to Plan a Successful Community Reading Program for Your Library." *Book Lust* author and well-known librarian, Nancy Pearl, was the featured speaker. Ms. Pearl spoke at length about the creation of

the first community read event: “What if everyone in Seattle read the same book?” Additionally, three Chicago-land librarians discussed their community read success and challenges on a panel.

Jean Demas was asked to share her expertise and present a session on LLD’s Literacy/ELD print materials and website links for newly trained literacy tutors from Literacy DuPage. Jean met with ten tutors at the Carol Stream Public Library.

Respectfully Submitted,

Elizabeth Hopkins

# Youth Services Quarterly Report- April 2017

## News and Patron Communications:

- Several young patrons left us notes commenting that they like the dinosaur (our T-Rex model), the games, and the computers. Another young patron left us a note saying "I love the books, they're GREAT."
- We have been visited by several Benedictine University students taking a course on children's literature. Several of them left us notes thanking us for the relevance of the collection to their studies, along with kudos to the extremely helpful staff.
- The Playaway Launchpads purchased in August have been a runaway success. Every single Launchpad has spent more time checked out than in the library, with 3 of them recording 25 checkouts in 30 weeks (each Launchpad has a 1 week loan period).
- Other assorted patron comments included:
  - Storytime parents describing Assistant Director John Ferrari as a "Toddler Whisperer"
  - Several elementary school students asking for the "Pirate librarians" (See Spring Read information below.)
  - We received a lot of positive feedback for displays covering topics such as Black History Month and women's issues and empowerment

## Programs & Community Outreach Highlights:

- Storytime outreaches have been held at a few new locations along with the regular schedule. New locations included Lisle Depot Station, St Joan of Arc, Giant Steps and Chesterbrook Academy. Other outreaches were held at locations including Kennedy Jr High and Bebee Elementary.
- We held our musical storytime once again in February and had another big crowd. Over 50 parents and children showed up for this special musical program that helps younger patrons develop gross motor skills and hone social and word recognition/memorization abilities.
- Our Winter Reading Program wrapped up with a visit from a Chicago Wolves hockey player. The Wolves partnered with us by offering prizes for readers who finished the program and then gave the kids a chance to meet a professional hockey player. One lucky attendee got to try on a set of pads!
- Several different programs for the Jr High patrons have started with success. YA Thursdays and Fandom Fridays continue to draw the early teenage crowd along with a new role-playing game group. These activities test the creative and problem solving capabilities of participants along with developing social skills.
- Storytimes continue to be extremely popular, particularly our baby storytimes. Little Movers and Shakers regularly has a long waiting list and often fills meeting room A to capacity. Pajama Storytime and Saturday storytimes have also continued, offering programming to patrons who are unable to make it for weekday mornings.

- Monday Fundays and Terrific Tuesdays continue to be a popular program that highlight the STEAM (science, technology, engineering, art, and math) aspect of current educational standards. Recent topics have included:
  - Radial Relief Sculptures (Art)
  - Lego WeDo Projects (Technology, Engineering)
  - From Fossil to Canvas (Science, Art)
  - Geodisic Domes (Science, Engineering)

### **Professional Development**

- Assistant Director John Ferrari and former YS Associate Josh Hepler attended the Illinois Youth Services Institute in Springfield in early March. On top of attending they gave an hour long presentation covering the success of our Pokemon Club and how the world of Pokemon can be used to cover a myriad of educational topics.
- I attended several Laconi meetings in the last few months. As my term as treasurer for the group comes to a close, I have been compiling all of the pertinent information and training materials to pass on to the next person in the position.
- Jh Coordinator Mallory Caise attended meeting for Tinker, a group that meets to discuss technology trends in education. She came back with new ideas for programming and collection development.

Respectfully Submitted,

Will Savage  
Director of Youth Services



**Quarterly Board Report**  
**3<sup>rd</sup> Quarter FY16/17**  
**Circulation Services Department**

April 7, 2017

**Warm Hearts Give Warm Hands**

During the month of February, patrons and staff donated gently used mittens, hats, and scarves. This was the seventh year the Library Lisle District has collected donations and given them directly to the People's Resource Center of DuPage County

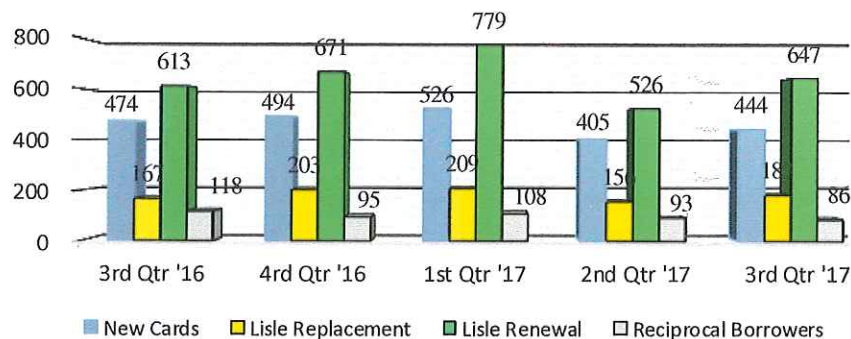
**New Hire**

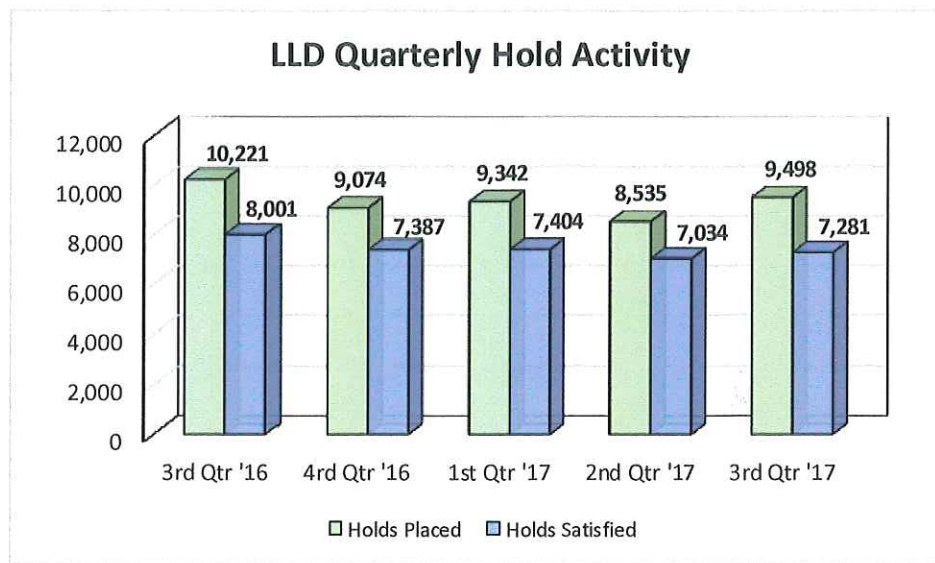
In February, library staff welcomed Neetu Gurbani as the newest member of the Circulation team. She was hired as a part-time Paraprofessional.

**Outreach Visits**

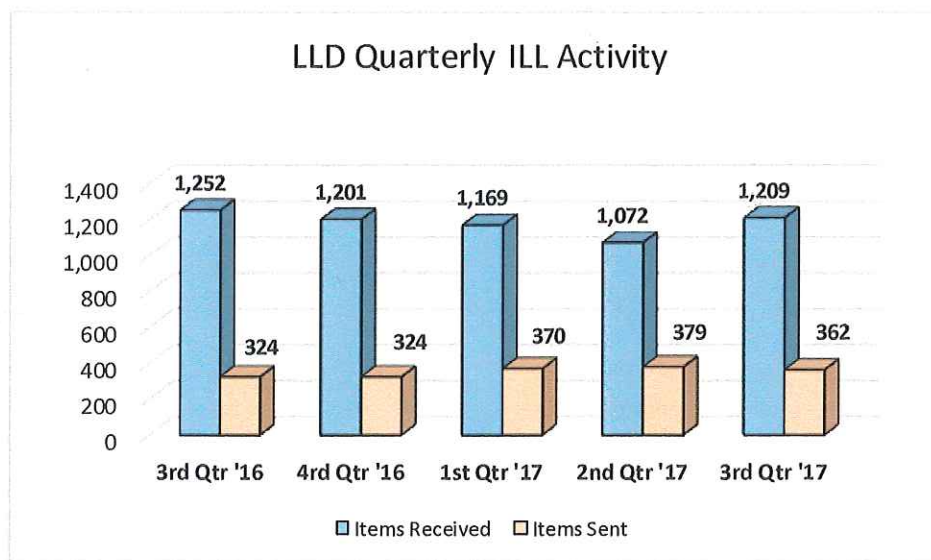
During the months of January and February, Circulation Staff members participated in several outreach events at schools in the Lisle and surrounding communities. Staff went to the Naperville North High School "8<sup>th</sup> Grade Open House," Gentle Learning Preschool "Open House," Beebe Elementary School "Fun Fair," and the Kennedy Jr. High "Wellness Fair." Staff promoted library programs, databases, and registered people for new library cards.

**LLD Quarterly Registration Activity**





From January to March, Circulation Services Pages pulled 4,572 items from shelves to satisfy the “pending holds requests.”



Lisle Library sent more items this quarter than during the 2<sup>nd</sup> quarter of last year.

Respectfully Submitted by

Paul T. Hurt  
Director of Circulation Services



### **Third Quarter FY16-17 in Technical Services**

There were many changes in the 3<sup>rd</sup> quarter for Technical Services. Laura Murff was promoted to Director. In addition to a new Director of TS, multiple duties within Technical Services were redistributed and reconfigured to improve the overall workflow of the department. Also this quarter, the Library completed the transfer to Baker and Taylor's new platform, TS360. As well as learning a new platform, staff involved with collection development were provided with their own unique logins thereby allowing for an improved workflow sharing logins and giving simultaneously access.

In February, Brian Baxter attended the LACONI Technical Services Dewey training. The class first covered a basic overview of how the Dewey Decimal System works and the logic behind it. Next, the concept of building Dewey numbers was explained and how tables are used to build numbers. This was followed by a brief overview of how WebDewey, the online cataloging tool, worked. Finally, there was a live demonstration of how to build Dewey numbers using WebDewey through various examples. For the newly assigned non-fiction material cataloger, it is vital to understand the complexities of the classification system used to discovery materials in the Library.

Laura Murff attended the Winter AVID (Audiovisual Information and Discussion) meeting at Schaumburg Township District Library. The winter meeting consisted of a panel of area public libraries that had built a collection of nontraditional audiovisual material for circulation. Presenters included Cook Memorial Public Library District, Niles Library District, and Indian Prairie Public Library. The libraries discussed the process in deciding what technology/devices to add to their collection and the unique challenges encountered in circulating nontraditional material. The libraries also shared responses received by the public and the effects on circulation and staff from expanding into nontraditional library material. The libraries reported that the most popular added technologies included wi-fi hotspots, GoPro cameras, and Roku. Laura also attended the RAILS Technical Services Networking group at Mount Prospect Public Library to discuss issues specific to Technical Services. Topics included catalog maintenance, special packaging needs for material, maintaining electronic records, and best practices with regards to authority control.

In March, RAILS offered members a chance to participate in the multi-state Linked Data Summit hosted by Midwest Collaborative for Library Services; Laura Murff attended. The event's goal was to give libraries an overview of Link Data, information on building data, and provide practical advice for implementing it from libraries currently providing Linked Data. Linked Data is a way for libraries to

provide information about their holdings and resources in the place where patrons start their searches – online. Although certain parts of our collections and services are findable through search engines, our catalog is not. Link Data is about using the Web to connect users to data that wasn't previously accessible; globally used as best practices for exposing, sharing, and connecting data, information, and knowledge on the Web. Although the Library of Congress provides Linked Data, not all ILS vendors offer systems designed to provide Linked Data.

Respectfully submitted,

Laura Murff     Director of Technical Services

#### **Materials Processed This Quarter**

Adult Services Books	1832	
Adult Services Audiovisual	795	
Adult Services Periodicals	1725	
Adult Services Total	4352	
Youth Services Books	1005	
Youth Services Audiovisual	68	
Youth Services Periodicals	74	
Youth Services Total	1147	
eMediaLibrary MARC records added	79	
Hoopla MARC records added	1661	(505 removed)
<b>Total Materials Added</b>	<b>7239</b>	

## April 7, 2017 Assistant Director's Report

### Meetings:

- Summer Read planning Team-Mar 8
- Electrician for parking lot lights-Mar 9
- Dot Team-Mar 13
- Safety Team- Mar 16 & 29
- National Library Week planning Team-Mar 8
- Western Suburbs Community Pantry –Mar 30

**Facilities:** The power outage of March 22 was a good training experience for all staff. When the power outage began, staff were able to refer to the Person-in-Charge procedures for power outages. Staff followed the check list and made appropriate alert calls. As the power was fully restored the next day, the Leadership Team compared notes and made suggestions for additions to the procedures. The Safety Team met March 29<sup>th</sup> and discussed how all staff dealt with the power outage. They will met again on April 19<sup>th</sup> to finalize edits to the power outage precedures. There was a top down and bottom up review of the situation. Batteries were checked in all the emergency flashlights after the Safety meeting.

March 9<sup>th</sup> the electrician was able to repair the lighting in the Literacy room and the lighting failure in the staff parking lot. A landscape light fixture was removed and capped for now. This was the source of the parking light outage. The landscape light fixture will be replaced.

Later this month, we will be replacing the Library gutters and downspouts on the north side and the two-story section of the Library. Last summer, the Physical Plant Committee reviewed the problem of cascading water off the roof where the gutters could not handle the water flow. With the roof replacement, the gutters now sit below where they should and the gutter size is insufficient for the new roof material. Larger galvanized steel gutters with new downspouts and proper placement will improve water discharge.

The stone façade repair, where rocks had fallen, was completed in late March. Pictures are attached.

**WSCP:** Staff met with Kristin Jachymaiak, client resource manager and Laura Traut-Coyle; Executive Director of the West Suburban Community Pantry. WSCP is an emergency food pantry serving area residents. They offer food and other resources to improve the quality of life for the Lisle community. Kristin and Laura had contacted Library staff to educate and create awareness on the food needs in the community, especially students during the summer months away from school lunch programs. In 2016, WSCP served 156 different households in Lisle. While the Lisle community does not meet the federal threshold for student summer food aid, the Community Pantry is looking for other ways to help these students.

Respectfully submitted,



Beth McQuillan

To: LLD Board of Trustees  
From: Beth McQuillan Assistant Director  
Date: April 7, 2017





# Lisle Library Events

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

## KIDS

### Monday Fundays & Terrific Tuesdays: Pi Art

Monday, March 13 & Tuesday, March 14, 4 - 5 p.m.

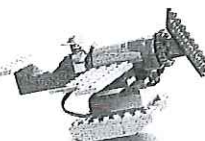
Tuesday, March 14th is Pi Day! Come celebrate this amazing number as we turn math into beautiful works of art. For grades K-5. Registration required.

### Monday Fundays & Terrific Tuesdays: LEGO WeDo - Airplane Rescue

Monday, March 20 & Tuesday, March 21, 4 - 4:45 p.m.

Monday, March 20 & Tuesday, March 21, 5 - 5:45 p.m.

Use the LEGO WeDo system to build a rescue plane. Program the plane's propeller to speed up or slow down depending on the tilt of the plane. For grades K-5. Registration required.



### Super Smash Brothers

Friday, March 17, 4:30 - 6 p.m.

Pick your favorite character and come ready to play! Super Smash Brothers will be our game of choice this month. This game is rated T. Ending time for this event may vary by up to 15-minutes. For ages 5 to 12. Registration required.

### From Fossil to Canvas

Monday, March 27, 4 - 5 p.m.

Former District 202 art teacher and Gallery 777 contributor, Nancy Staszak joins us for a very dino-riffic event. See some of her amazing dinosaur artwork and learn how to create a vibrant dinosaur painting of your own. For grades K-5. Registration required.

## TEENS

### Fandom Friday: X-Men

Friday, March 17, 4 - 5 p.m.

Are you into fandom? This month it's time for class with Professor X! For grades 6 and up. Registration required.

### YA Thursday: Awesome Ladies Craft Night

Thursday, March 23, 4 - 5 p.m.



Are you a Ruth Bader Ginsberg fangirl? We have coloring pages for you! Want to learn to embroider quotes from your favorite suffragette? Sew a Madeline Albright felt brooch? Join us as we celebrate awesome ladies with crafts! For grades 6 and up. Registration required.

### YA Thursday: Games, Games, Games

Thursday, March 30, 4 - 5 p.m.

Love gaming? Bring your friends or make some new ones. Come hang out and play board games and the Wii with us! For grades 6 and up. Registration required.

### YA/Teen: LED Throwies

Thursday, March 17, 7 - 8 p.m.

Join us as we create this simple little device that can stick to anything metal, transforming boring spaces into a colorful light show. Registration required.

## TEEN: SAT Practice Test

Tuesday, March 25, 11 a.m. - 3 p.m.

We will be hosting a FREE SAT practice test. The test will be three hours long and consist of one break. Visit the official SAT website at <http://collegereadiness.collegeboard.org/sat> to learn about what to bring and expect from the SAT. Registration required.

## ADULTS

### Wicked Weather: Predicating Dangerous Tornadoes Before They Strike

Tuesday, March 21, 7 - 8 p.m.

Join Dr. Victor Gensini, Meteorology professor at the College of DuPage, as he presents a weather model that can predict dangerous weather 2 weeks before it takes place. See how this model can save countless lives from what can become a predictable natural occurrence.

### Interview and Role Playing Workshop: Cultivate Your Excellent Story

Thursday, March 23, 6:30 - 8 p.m.

Are you looking to up your career game? Join Linda Alberty, of Cultivate Excellence Consulting, for a career workshop on how you can best market yourself to your future employer. Registration required.

### Dan the Bard Presents: Irish Folktales

Friday, March 31, 7 - 8 p.m.

It's not a St. Patrick's Day celebration without Dan the Bard! Join musician Dan Marcotte, of the Whiskey Brothers fame, as he performs traditional Irish folktales. Merriment is guaranteed!



### LinkedIn 101

Wednesday, March 15 (Part 1), 7 - 8 p.m. and Wednesday, March 22 (Part 2), 7 - 8 p.m.

Learn how to activate your professional network in this two-part class! We'll cover creating an account, filling in your profile, adding contacts, posting content, and ways the LinkedIn can help you move toward your professional goals.

### Friends of the Library: Jason and Ginger's 6th Annual Salute to Women of the Blues

Sunday, March 26, 2 p.m.

In honor of Women's History Month, Jason and Ginger will be presenting their 6th Annual Salute to Women of the Blues concert! They will be covering Memphis Minnie, Bessie Smith, Etta James, Koko Taylor, Lavern Baker, and more!



## LITERACY

### Learn English at the Library!

Need help with speaking, reading, or writing in English? Visit Lisle Library to attend one of our Literacy classes and conversation groups. No registration or fees are required.

- ESL (English as a Second Language) for You! Classes: Saturday, March 11 & 25, 10 a.m. to Noon
- Conversation Group/Book Discussion: Saturday, March 11 & 25, 10 a.m. to Noon





## STEEPLE RUN

### We Are on Facebook!

The Steeple Run Board of Directors has approved our Facebook presence. Our official site can be reached by clicking on the Facebook icon found on this page. This is a closed group for the residents of Steeple Run only. Please be patient while we continue to add content.

### Pardon our Dust!

We are currently without a Clubhouse Manager. Our office hours may be erratic until a permanent manager can be found. Please call the Clubhouse to learn the week's office hours. If any of our residents are interested in the Office Manager position, please reach out through our email service on this website. It can be found on the [Contact Us](#) page.

### Steeple Run Views

We have a new Editor/Reporter for our monthly newsletter, The Steeple Run Views. The Views is being updated to a new format. We expect to have The Views published to this website in April or May.

[Home](#) [About](#) [Resident](#) [FAQ](#) [Contact Us](#)

Community  
Events



Pool Calendar,  
Events & Swim  
Team

Local News



The Views



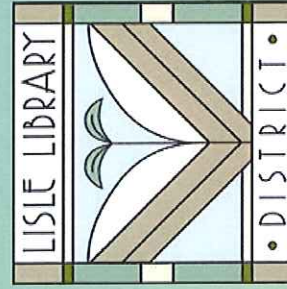
Minutes &  
More



Resident  
Photos



SRCC Board &  
Committee  
Information



About Lisle Library District

## LID SUMMER READING PROGRAM '17

The Lisle Library District is proud to offer a yearly Summer Reading Program, open to all ages. This year's theme is 'Read By Design' and will explore different sources of creativity and expertise, from inventors and architects to authors and illustrators. The program starts with our kick-off party on June 3rd, and will include specialty ice cream, crafts, and lots of other fun activities for both individuals and families. Signing up is faster and easier than ever, and can be done either in the Library, or on the go at [lislelibrary.org](http://lislelibrary.org) (under the 'Programs' link). Specifically tailored events and programs will be offered for teens, adults, children, and even babies. The program wraps up at the end of July.

# Chicago Tribune **NAPERVILLE** **SUN**

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



**Community Contributor Josh Hepler**  
**March 8, 2017**

**Patrons read the artist's statement at the March 3rd opening of Paul DeVolpi's watercolor exhibit "Reciprocal Gradation", on display at Lisle Library District through April 2017.**



# Chicago Tribune NAPERVILLE SUN

From the community: Artist Donates Stained Glass to Lisle Library District



**Community Contributor Josh Hepler**  
**March 24, 2017**

Local artist and long-time library patron Paul Jarecki recently honored the Lisle Library District by making the library's logo the basis for a stained glass panel.

Mr. Jarecki credits his sister-in-law, who runs an art gallery, for getting him involved in stained glass. He also admits that the unique format is ideal for him, saying that he was never quite as interested in more common art mediums, like sketching or watercolors. He describes stained glass art as more of concrete "process," in which the steps, from layout and fitting to cutting and soldering, are more defined. As far as the choice of subject, he says he was attracted to the logo's geometric style and prairie motifs as ideal for a stained glass project.

Mr. Jarecki told us that he always knew he would donate the piece, saying "As long as I can go to the library and see it, that's perfect. And other people can see it too." In fact, he sees art inclusion as just one more way that libraries are evolving. "I think we're coming to realize the importance and the value of the library, not just as a book repository, but a community place, and a resource of knowledge." He recounts how influential the library has been in his family's life, and adds, "It's always been a delightful place to come."



## From the community: Canine Companionship at Lisle Library District's Family Literacy Class



**Community Contributor Josh Hepler**  
**March 30, 2017**

Murphy the dog and his handler, Bill Holaday, introduced a sense of wonder and delight to the Lisle Library District's Family Literacy class last week. Their visit helped limited English speaking parents and their preschoolers socialize and play. The Family Literacy class is held weekly at the Library In a community partnership with Ann Reid Early Childhood Center, Naperville School District #203, and Literacy DuPage.

Since 2014, the Family Literacy class at the Lisle Library District has provided English language development instruction to at-risk parents and their children. The weekly sessions include one hour of parent class while the children are supervised and develop their social and emotional skills. During the second hour, parents and children come together for combined learning experiences. Books given to the families to start their own at-home libraries are provided through a grant from the Naperville Education Foundation. The Lisle Library District serves the residents of the Naperville School District #203 in addition to the Lisle School District #202.

To: LLD Board of Trustees  
From: Tatiana Weinstein  
April 2017

LLD Board of Trustees:

Attached is the DRAFT 17/18 LLD Budget.

Fields highlighted in **YELLOW** indicate changes that came from the first Committee of the Whole budget meeting on February 22, 2017. There are also changes related to the publicly posted March 22<sup>nd</sup> Committee of the Whole packet due to new IMRF rate information *and* a newly proposed adjustment to our Restricted Use Budget.

These new adjustments bring our total expenses down: -5.64% as opposed to the -3.23% that was drafted last month – decreasing total expenses an *additional* \$126,872.06. I will provide further information at our April 12, 2017 meeting.

This packet includes the following spreadsheets:

- Total revenues: decrease -.23%
- Total expenses: decrease **-5.64%** (\$296,295.77 decrease)

and

- Employee costs detail: decrease **-.93%** (Salaries: decrease -2.18%)
- Building costs detail: decrease -2.86%
- Operating costs detail: decrease -9.52%
- Insurance costs detail: decrease -6.80%
- Contractual costs detail: decrease -15.55%
- Personnel development costs detail: decrease -31.92%
- Equipment costs detail: decrease -4.05%
- Library materials costs detail: increase 1.26%
- Program costs detail: decrease -2.07%

and

- Special reserves budget: decrease -22.45%
- .02 Building fund budget: increase 1.86%
- Restricted use budget: decrease **-25.37%**

Also attached (*same as was provided/posted in the March 22, 2017 Committee of the Whole packet*):

- Health insurance plan/language definitions
- Summary of DRAFT health insurance structure
- Breakdown of DRAFT health insurance costs for FY17/18
- Comparison document: coverage ratios from neighboring libraries



	Revenues	Actuals FY 15-16	Budget FY 16-17	Budget FY 17-18	Budget FY 17-18 to Budget 16-17
<b>CORPORATE FUND</b>					
10-01-4411-00	Tax Levy - Corp	4,178,301.41	4,380,738.95	4,347,646.00	-0.76%
10-01-4441-00	Back Taxes - Corp	143.04	45,000.00	45,000.00	0.00%
	Back taxes are the result of the Navistar TIF				
10-01-4461-00	Personal Prop Tax	16,526.41	11,000.00	11,000.00	0.00%
	Total Taxes	4,194,970.86	4,436,738.95	4,403,646.00	-0.75%
10-02-4472-00	Interest Earned - Corp	57,763.94	40,000.00	30,000.00	-25.00%
10-02-4511-00	County Interest - Corp	0.00	0.00	0.00	0.00%
	Total Interest	57,763.94	40,000.00	30,000.00	-25.00%
10-03-4531-00	Lost Books	4,705.92	4,000.00	4,000.00	0.00%
10-03-4536-00	Non-Resident Fees	940.68	400.00	500.00	25.00%
10-03-4540-00	Fines	50,574.25	40,000.00	40,000.00	0.00%
10-03-4550-00	Gifts - Unrestricted Corp. (If received)	0.00	20,000.00	0.00	-100.00%
10-04-4573-00	Copier Income	1,716.69	1,200.00	1,200.00	0.00%
	Total Desk Income	57,937.54	65,600.00	45,700.00	-30.34%
10-04-4562-00	Restr Gifts - Books	0.00	0.00	0.00	0.00%
10-04-4565-00	Restr Gifts - Goldstein Lecture Series	0.00	0.00	0.00	0.00%
10-04-4583-00	Per Capita Grant	21,972.31	0.00	0.00	0.00%
10-04-4584-00	Other Income - Corp.	4,477.49	5,000.00	1,000.00	-80.00%
	Total Restricted Usage	26,449.80	5,000.00	1,000.00	-80.00%
10-05-4595-00	Misc - Jury Duty	0.00	0.00	0.00	0.00%
10-05-4597-00	Accum Interest Transfers	0.00	0.00	0.00	0.00%
		0.00	0.00	0.00	0.00%
	TOTAL CORPORATE FUND	4,337,122.14	4,547,338.95	4,480,346.00	-1.47%
<b>AUDIT FUND</b>					
20-01-4412-00	Tax Levy - Audit	0.00	0.00	0.00	0.00%



## REVENUES BUDGET FY 17-18

	Revenues	Actuals FY 15-16	Budget FY 16-17	Budget FY 17-18	Budget FY 17-18 to Budget 16-17
20-01-4442-00	Back Taxes - Audit	0.00	0.00	0.00	0.00%
	Total Taxes	0.00	0.00	0.00	0.00%
20-02-4473-00	Interest Earned - Audit	-0.05	0.00	0.00	0.00%
20-02-4512-00	County Interest - Audit	0.00	0.00	0.00	0.00%
	Total Interest	-0.05	0.00	0.00	0.00%
	TOTAL AUDIT FUND	-0.05	0.00	0.00	0.00%
	<b>BUILDING MAINTENANCE FUND</b>				
30-01-4413-00	Tax Levy - .02 B/M	89,602.96	121,595.08	136,350.00	12.13%
30-01-4443-00	Back Taxes - .02 B/M	3.10	0.00	0.00	0.00%
	Total Taxes	89,606.06	121,595.08	136,350.00	12.13%
30-02-4474-00	Interest Earned - .02 B/M	859.08	1,000.00	1,000.00	0.00%
30-02-4513-00	County Interest - .02 B/M	0.00	0.00	0.00	0.00%
	Total Interest	859.08	1,000.00	1,000.00	0.00%
	TOTAL BUILDING MAINT FUND	90,465.14	122,595.08	137,350.00	12.04%
	<b>IMRF FUND</b>				
40-01-4414-00	Tax Levy - IMRF	332,812.30	223,292.78	220,180.00	-1.39%
40-01-4444-00	Back Taxes - IMRF	11.52	0.00	0.00	0.00%
40-01-4462-00	Pers Prop Repl Tax - IMRF	953.79	800.00	600.00	-25.00%
	Total Taxes	333,777.61	224,092.78	220,780.00	-1.48%
40-02-4475-00	Interest Earned - IMRF	1,200.60	2,500.00	1,200.00	-52.00%
40-02-4514-00	County Interest - IMRF	0.00	0.00	0.00	0.00%
	Total Interest	1,200.60	2,500.00	1,200.00	-52.00%
	TOTAL IMRF FUND	334,978.21	226,592.78	221,980.00	-2.04%
	<b>FICA FUND</b>				
45-01-4415-00	Tax Levy - FICA	173,872.35	127,122.12	173,720.00	36.66%
45-01-4445-00	Back Taxes - FICA	6.02	0.00	0.00	0.00%
45-01-4463-00	Pers Prop Repl Tax - FICA	141.21	150.00	100.00	-33.33%
	Total Taxes	174,019.58	127,272.12	173,820.00	36.57%
45-02-4476-00	Interest Earned - FICA	1,232.63	2,000.00	1,200.00	-40.00%

	Revenues	Actuals FY 15-16	Budget FY 16-17	Budget FY 17-18	Budget FY 17- 18 to Budget 16-17
45-02-4515-00	County Interest - FICA	0.00	0.00	0.00	0.00%
	Total Interest	1,232.63	2,000.00	1,200.00	-40.00%
	TOTAL FICA FUND	175,252.21	129,272.12	175,020.00	35.39%
	<b>LIABILITY INSURANCE FUND</b>				
50-01-4416-00	Tax Levy - Liability Ins.	0.00	0.00	0.00	0.00%
50-01-4446-00	Back Taxes - Liab. Ins.	0.00	0.00	0.00	0.00%
	Total Taxes	0.00	0.00	0.00	0.00%
50-02-4477-00	Interest Earned - Liab. Ins.	2.78	0.00	0.00	0.00%
50-02-4516-00	County Interest - Liab. Ins.	0.00	0.00	0.00	0.00%
	Total Interest	2.78	0.00	0.00	0.00%
	TOTAL LIABILITY INS. FUND	2.78	0.00	0.00	0.00%
	<b>WORKERS COMP. FUND</b>				
55-01-4418-00	Tax Levy - Workers Comp.	0.00	0.00	0.00	0.00%
55-01-4448-00	Back Taxes - Workers Comp.	0.00	0.00	0.00	0.00%
	Total Taxes	0.00	0.00	0.00	0.00%
55-02-4479-00	Interest Earned - Workers Comp.	-2.78	0.00	0.00	0.00%
55-02-4518-00	County Interest - Workers Comp.	0.00	0.00	0.00	0.00%
	Total Interest	-2.78	0.00	0.00	0.00%
	*TOTAL WORKERS COMP FUND	-2.78	0.00	0.00	0.00%
	<b>SPECIAL RESERVE FUND</b>				
70-02-4481-00	Interest Earned - Special Reserve	2,859.95	7,000.00	7,000.00	0.00%
70-04-4587-00	Cash Donation Income - Special Fund	0.00	0.00	0.00	0.00%
70-04-4587-10	Restricted - Transfer from Corporate Fund	550,000.00	300,000.00	300,000.00	0.00%
70-04-4587-20	Restricted - Transfer from Working Cash	0.00	0.00	0.00	0.00%
	TOTAL SPECIAL RESERVE FUND	552,859.95	307,000.00	307,000.00	0.00%



## REVENUES BUDGET FY 17-18

	Revenues	Actuals FY 15-16	Budget FY 16-17	Budget FY 17-18	Budget FY 17-18 to Budget 16-17
	<b>WORKING CASH FUND</b>				
80-01-4420-00	Tax Levy - Working Cash	0.00	0.00	0.00	0.00%
80-01-4451-00	Back Taxes - Working Cash	0.00	0.00	0.00	0.00%
	Total Taxes	0.00	0.00	0.00	0.00%
80-02-4482-00	Interest Earned - Working Cash	3,070.86	4,000.00	3,000.00	-25.00%
	TOTAL WORKING CASH FUND	3,070.86	4,000.00	3,000.00	-25.00%
	<b>TRANSFER OUT FROM SPECIAL FUNDS</b>				
20-00-4110-00	4110 Operating Transfer Out	243.61	0.00	0.00	0.00%
50-00-4110-00	4110 Operating Transfer Out	-7,472.79	0.00	0.00	0.00%
53-00-4110-00	4110 Operating Transfer Out	-8,624.97	0.00	0.00	0.00%
55-00-4110-00	4110 Operating Transfer Out	-14,426.87	0.00	0.00	0.00%
60-00-4110-00	4110 Operating Transfer Out	-3,012.86	0.00	0.00	0.00%
	TOTAL TRANSFER OUTS	-33,293.88	0.00	0.00	0.00%
	TOTAL INCOME - W/O Spec. Res	4,907,594.63	5,029,798.93	5,017,696.00	-0.24%
	TOTAL INCOME - All Funds	5,460,454.58	5,336,798.93	5,324,696.00	-0.23%

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	Corporate Expenses	Actuals 14-15	FY	Actuals FY 15-16	Budget FY 16-17	Budget FY 17-18	FY	% of chg	
	<b>EMPLOYEE COSTS</b>								
10-10-5603-10	Administrative - Regular Hours	409,410.66		403,444.68	454,123.24	508,961.08	12.08%		
10-10-5603-20	Adult Servs - Regular Hours	503,871.53		521,438.71	548,910.88	529,222.36	-3.59%		
10-10-5603-30	Youth Servs - Regular Hours	315,396.11		332,573.46	358,837.69	357,007.29	-0.51%		
10-10-5603-50	Technical Servs - Regular Hours	297,876.22		321,041.60	332,702.70	268,861.76	-19.19%		
10-10-5603-60	Circulation - Regular Hours	435,718.32		464,360.96	489,564.44	481,779.21	-1.59%		
10-10-5613-10	Administrative - Sunday Hours	5,681.74		5,838.11	6,500.00	6,200.00	-4.62%		
10-10-5613-20	Adult Services - Sunday Hours	26,040.83		23,852.01	27,000.00	23,400.00	-13.33%		
10-10-5613-30	Youth Servs - Sunday Hours	16,623.00		14,677.01	18,300.00	16,000.00	-12.57%		
10-10-5613-60	Circulation - Sunday Hours	30,806.95		29,701.77	34,500.00	29,400.00	-14.78%		
multiple	Health Insurance	177,026.39		202,736.94	258,500.00	305,000.00	17.99%		
multiple	Dental Insurance	18,166.50		18,146.73	20,000.00	20,000.00	0.00%		
10-10-5623-00	Compsych Assistance Plan	945.72		0.00	1,000.00	1,000.00	0.00%		
10-10-5646-00	Unemployment Compensation Ins	0.00		4,470.50	4,500.00	4,000.00	-11.11%		
10-10-5646-10	Tuition Reimbursement	150.00		0.00	4,500.00	2,000.00	-55.56%		
	Total Employee Costs	2,237,713.97		2,342,282.48	2,558,938.94	2,552,831.70	-0.24%		
	<b>BUILDING COSTS</b>								
10-20-5650-00	Internet Service Provider	7,250.08		7,200.00	6,600.00	6,600.00	0.00%		
10-20-5651-00	INet Consortium	1,810.00		1,810.00	1,810.00	1,810.00	0.00%		
10-20-5652-00	Utilities - Phone	7,458.96		7,784.84	7,500.00	7,800.00	4.00%		
10-20-5653-00	Utilities - Gas	7,241.69		5,462.26	8,000.00	7,000.00	-12.50%		
10-20-5654-00	Utilities - Sewer/Water	2,249.50		1,830.86	2,750.00	2,750.00	0.00%		
10-20-5655-00	Utilities - Electric	47,581.24		45,755.72	47,250.00	48,700.00	3.07%		
10-20-5656-00	Verizon Wireless	547.38		700.80	680.00	680.00	0.00%		
10-20-5660-00	Maint Contracts - HVAC	5,920.31		4,550.00	7,550.00	5,500.00	-27.15%		
10-20-5661-00	Maint Contracts - Maint Serv.	30,869.34		32,762.50	36,750.00	36,750.00	0.00%		
10-20-5662-00	Maint Contracts - Landscape Serv	35,060.79		33,656.06	34,000.00	34,000.00	0.00%		
10-20-5663-00	Maint/Repairs - Genl Supplies	7,128.70		6,925.70	10,000.00	8,000.00	-20.00%		
10-20-5664-00	Maint/Repairs - Non Contract Work	19,447.40		7,245.81	20,000.00	18,000.00	-10.00%		
10-20-5665-00	Rubbish Removal	1,969.99		2,119.99	2,500.00	2,500.00	0.00%		
	Total Building Costs	174,535.38		157,804.54	185,390.00	180,090.00	-2.86%		



	Corporate Expenses	Actuals 14-15	FY	Actuals FY 15-16	Budget 16-17	FY	Budget 17-18	FY	% of chg
	<b>OPERATING EXPENSES</b>								
10-25-5710-00	Postage and Shipping	4,179.82		4,189.21	4,500.00		4,500.00		0.00%
10-25-5710-10	Printing/Spec Serv. - Adult	25,543.92		25,776.60	26,400.00		26,400.00		0.00%
10-25-5710-30	Printing/Spec Serv. - Youth Services	0.00		87.80	1,000.00		0.00		-100.00%
10-25-5711-00	Postage Spec Serv	8,011.98		6,155.03	8,500.00		8,500.00		0.00%
10-25-5712-00	Printing	287.99		555.43	1,000.00		1,000.00		0.00%
10-25-5713-00	Office Supplies	5,128.73		4,720.27	8,000.00		5,000.00		-37.50%
10-25-5714-00	Circ Material Supplies	9,507.55		11,162.24	9,080.00		9,080.00		0.00%
10-25-5715-00	Copier Supplies	2,310.88		1,184.84	2,500.00		2,500.00		0.00%
10-25-5716-00	Kitchen Supplies	5,411.36		6,441.72	7,000.00		6,500.00		-7.14%
10-25-5717-00	Processing Supplies	29,305.36		25,284.68	35,275.00		27,500.00		-22.04%
10-25-5718-00	Computer Supplies	10,082.21		13,773.50	12,000.00		13,500.00		12.50%
10-25-5719-00	Publishing	4,058.56		2,322.65	2,395.00		2,000.00		-16.49%
10-25-5722-15	Safety Deposit Box Rental	150.00		150.00	150.00		150.00		0.00%
10-25-5723-00	Check Printing	335.91		187.26	500.00		250.00		-50.00%
10-25-5723-15	Bank Charges	677.03		859.40	1,000.00		1,000.00		0.00%
10-25-5724-15	Local Travel	676.50		349.31	700.00		700.00		0.00%
	Total Operating Expenses	105,667.80		103,199.94	120,000.00		108,580.00		-9.52%
	<b>INSURANCE</b>								
10-30-5750-00	Fidelity Bonds	2,200.00		4,400.00	2,300.00		2,500.00		8.70%
10-30-5751-00	Property Damage (All-Peril)	30,971.99		12,596.24	27,450.00		25,000.00		-8.93%
10-30-5752-00	Notary Bond	0.00		60.00	0.00		0.00		0.00%
10-30-5754-00	Workers Comp Insurance	0.00		1,214.00	5,550.00		5,400.00		-2.70%
	*Total Insurance	33,171.99		18,270.24	35,300.00		32,900.00		-6.80%
	<b>CONTRACTUAL SERVICES</b>								
10-35-5760-00	Legal Services	22,503.46		18,142.78	30,000.00		25,000.00		-16.67%
10-35-5761-00	Collection Agency	455.85		509.90	1,080.00		700.00		-35.19%
10-35-5762-00	Other Contractual Services - Admin	1,510.00		894.00	5,500.00		3,500.00		-36.36%
10-35-5763-00	Contractual-Technology Asst	17,853.42		37,487.30	34,000.00		25,000.00		-26.47%
10-35-5764-10	Other Contractual Services - Librs.	6,966.50		1,436.50	5,100.00		4,500.00		-11.76%
10-35-5765-10	Investment Agency Consultants	3,495.01		5,070.34	5,250.00		7,000.00		33.33%
10-35-5770-00	Audit Fee	0.00		8,000.00	8,250.00		8,250.00		0.00%



	Corporate Expenses	Actuals 14-15	FY	Actuals FY 15-16	Budget 16-17	FY	Budget 17-18	FY	% of chg	
10-35-5771-00	Payroll Service	6,685.73		7,169.04	7,500.00		7,700.00		2.67%	
10-48-5846-20	Acctg - Maint & Upgrades	8,224.59		7,946.39	7,500.00		7,937.00		5.83%	
	Total Contractual	59,469.97		78,709.86	96,680.00		81,650.00		-15.55%	
	<b>PERSONNEL DEVELOPMENT</b>									
10-40-5783-00	Dues - Staff	5,013.01		5,270.46	5,400.00		5,400.00		0.00%	
10-40-5784-00	Meetings - Staff	1,449.79		1,997.41	3,650.00		2,500.00		-31.51%	
10-40-5785-00	Conferences - Staff	15,024.86		17,913.46	19,000.00		15,000.00		-21.05%	
10-40-5786-00	Memorial/Tribute/Recognition	2,907.38		1,647.64	7,450.00		2,000.00		-73.15%	
10-40-5787-00	In-Service	1,006.59		2,178.78	4,000.00		3,000.00		-25.00%	
10-40-5788-00	Training (Cont Ed) - Staff	4,557.27		1,084.06	4,150.00		2,200.00		-46.99%	
	Total Personnel Dev - Staff Only	29,958.90		30,091.81	43,650.00		30,100.00		-31.04%	
	<b>TRUSTEE EXPENSES</b>									
10-45-5786-70	Dues - Trustee	525.00		0.00	650.00		525.00		-19.23%	
10-45-5788-70	Meetings - Trustee	325.00		-75.55	890.00		500.00		-43.82%	
10-45-5787-70	Conferences - Trustee	0.00		520.00	1,000.00		500.00		-50.00%	
10-45-5789-70	Training-Trustee	364.40		0.00	1,000.00		500.00		-50.00%	
	Total Trustee Only	1,214.40		444.45	3,540.00		2,025.00		-42.80%	
	Total Personnel Development	31,173.30		30,536.26	47,190.00		32,125.00		-31.92%	
	<b>EQUIPMENT</b>									
10-48-5801-10	Polaris ILS	44,240.43		42,864.57	47,100.00		47,100.00		0.00%	
10-48-5802-00	Major Equip - Library Wide	619.11		0.00	500.00		0.00		-100.00%	
10-48-5802-10	Major Equip - Dir/Asst Dir	161.00		310.43	500.00		0.00		-100.00%	
10-48-5802-15	Major Equip - Adm Serv/Pr	111.50		0.00	500.00		0.00		-100.00%	
10-48-5802-20	Major Equip - Adult Services	781.51		251.78	500.00		0.00		-100.00%	
10-48-5802-30	Major Equip - Youth	1,629.43		739.06	500.00		0.00		-100.00%	
10-48-5802-50	Major Equip - Tech Services	397.64		288.02	500.00		0.00		-100.00%	
10-48-5802-60	Major Equip - Circ	0.00		190.00	500.00		0.00		-100.00%	
10-48-5823-10	Minor Equip - Administration	631.34		0.00	200.00		700.00		250.00%	
10-48-5823-15	Minor Equip - Adm Serv/Pr	53.71		0.00	200.00		0.00		-100.00%	



	Corporate Expenses	Actuals 14-15	FY	Actuals FY 15-16	Budget 16-17	FY	Budget 17-18	FY	% of chg	
10-48-5823-20	Minor Equip - Adult Services		63.79	143.39	200.00		700.00		250.00%	
10-48-5823-30	Minor Equip - Youth		643.49	435.52	200.00		700.00		250.00%	
10-48-5823-50	Minor Equip - Tech Services		203.26	164.90	200.00		700.00		250.00%	
10-48-5823-60	Minor Equip - Circ		0.00	0.00	200.00		700.00		250.00%	
10-48-5843-00	Rental - Postage Meter		720.00	720.00	800.00		800.00		0.00%	
10-48-5845-00	Equip Maint/Repr - Contracts - Lib Wide		14,151.91	14,379.68	19,168.00		19,150.00		-0.09%	
10-48-5846-00	Equip Maint/Repr - Non-Contr - Lib Wide		397.10	192.50	3,000.00		1,000.00		-66.67%	
	Total Equipment		64,805.22	60,679.85	74,768.00		71,550.00		-4.30%	
	<b>LIBRARY MATERIALS</b>									
10-50-5863-20	Literacy/ESL		9,117.01	9,730.34	10,650.00		10,000.00		-6.10%	
10-50-5863-30	Books - Youth		42,207.49	53,856.34	51,000.00		51,000.00		0.00%	
10-50-5863-50	Books - Tech Services		0.00	0.00	535.00		500.00		-6.54%	
10-50-5864-10	Books - Non-Fiction		79,092.22	77,543.16	84,000.00		82,000.00		-2.38%	
10-50-5865-10	Books - Adult/Teen Fiction		56,299.42	74,623.53	56,100.00		65,000.00		15.86%	
10-50-5866-20	Rental Books - Adult Services		4,282.95	6,956.75	6,000.00		0.00		-100.00%	
10-50-5867-20	Reference Books - Adult Services		23,457.98	30,438.15	19,700.00		24,000.00		21.83%	
10-50-5869-20	Internet Licensed Dbases		117,130.50	116,791.82	126,500.00		126,500.00		0.00%	
10-50-5871-20	Document Delivery		20,800.13	20,960.02	24,000.00		22,000.00		-8.33%	
10-50-5872-10	Databases - Professional		5,920.24	7,144.63	10,000.00		10,000.00		0.00%	
10-50-5873-30	Databases - Youth Services		14,889.00	9,763.67	12,500.00		12,500.00		0.00%	
10-50-5890-30	Audio-Visual Mats - Youth		16,394.87	15,456.63	19,500.00		18,000.00		-7.69%	
10-50-5895-40	Audio-Visual Mats - Adult Services		81,821.86	98,440.64	89,000.00		95,000.00		6.74%	
10-50-5900-20	Periodicals - Adult Services		36,043.34	37,753.51	42,620.00		42,620.00		0.00%	
10-50-5900-30	Periodicals - Youth		846.84	654.55	1,000.00		1,000.00		0.00%	
10-50-5900-80	Periodicals - Prof. Collection		4,025.53	2,575.40	5,000.00		5,000.00		0.00%	
	Total Library Materials		512,329.38	562,689.14	558,105.00		565,120.00		1.26%	
	<b>PROGRAMS</b>									
10-60-5931-10	Programs - Adult		15,880.82	14,859.01	16,550.00		16,000.00		-3.32%	
10-60-5931-30	Programs - Youth		9,258.17	9,879.30	11,000.00		11,000.00		0.00%	
10-60-5931-40	Online Marketing - Youth		458.41	2,513.60	2,545.00		2,000.00		-21.41%	
10-60-5931-50	Community Relations-Library Wide		13,208.14	4,245.85	5,500.00		6,000.00		9.09%	



	Corporate Expenses	Actuals 14-15	FY	Actuals FY 15-16	Budget 16-17	FY	Budget 17-18	FY	% of chg	
10-60-5940-10	Readers Services - Adult Services	2,309.50		653.51	2,300.00		2,000.00		-13.04%	
10-60-5940-30	Readers Services - Youth Services	2,932.87		3,917.90	5,300.00		5,300.00		0.00%	
	Total Programs	44,047.91		36,069.17	43,195.00		42,300.00		-2.07%	
	<b>RESTRICTED EXPENSES</b>									
10-80-5980-80	Restricted - Gifts	0.00		0.00	20,000.00		0.00		-100.00%	
10-80-5981-80	Restricted - Per Capita Grant	35,630.00		35,629.49	0.00		0.00		0.00%	
10-80-5982-80	Restricted - Other	0.00		0.00	0.00		0.00		0.00%	
10-80-5984-80	Restricted - Transfer to Special Reserve	482,159.00		550,000.00	450,000.00		300,000.00		-33.33%	
10-80-5985-80	Restricted-Transfer from Spec Res Acct	0.00		-33,292.39	0.00		0.00		0.00	
10-80-5986-80	Restricted - Transfer to IMRF	200,000.00		200,000.00	200,000.00		200,000.00		0.00%	
	Total Restricted Expenses	717,789.00		752,337.10	670,000.00		500,000.00		-25.37%	
10-90-5999-00	Contingency	18,568.75		11,237.75	75,000.00		75,000.00		0.00%	
	TOTAL CORPORATE FUND EXPENSES	3,999,272.67		4,153,816.33	4,464,566.94		4,242,146.70		-4.98%	
	<b>AUDIT FUND EXPENSES</b>									
20-35-5770-00	Contractual - Audit Fee	7,750.00		0.00	0.00		0.00		0.00%	
	TOTAL AUDIT FUND EXPENSES	7,750.00		0.00	0.00		0.00		0.00%	
	<b>.02 BUILDING/MAINTENANCE FUND</b>									
30-65-5920-00	Network - Purchases (.02 B/M)	27,119.92		22,813.09	52,000.00		50,000.00		-3.85%	
30-65-5925-00	Network Maintenance (.02 B/M)	33,957.95		48,916.55	35,000.00		30,000.00		-14.29%	
30-65-5926-00	Maint - Bldg Structure (.02 B/M)	27,664.76		48,162.58	47,500.00		57,000.00		20.00%	
	TOTAL .02 BUILDING/MAINT. FUND	88,742.63		119,892.22	134,500.00		137,000.00		1.86%	
	<b>IMRF FUND</b>									
multiple	IMRF Expense - All Depts.	224,207.52		213,910.14	235,000.00		217,419.42		-7.48%	

## EXPENSE SUMMARY FY 2017-2018

	Corporate Expenses	Actuals 14-15	FY	Actuals FY 15-16	Budget 16-17	FY	Budget 17-18	FY	% of chg
	TOTAL IMRF FUND	224,207.52		213,910.14	235,000.00		217,419.42		-7.48%
	<b>FICA FUND</b>								
multiple	FICA Expense - All Depts.	151,818.35		158,927.09	173,688.58		169,893.63		-2.18%
	TOTAL FICA FUND	151,818.35		158,927.09	173,688.58		169,893.63		-2.18%
	<b>LIABILITY INS. FUND</b>								
50-30-5753-00	Umbrella Liability Ins. Expenses	1,622.30		0.00	0.00		0.00		0.00%
	TOTAL LIABILITY INS. FUND	1,622.30		0.00	0.00		0.00		0.00%
	<b>WORKERS COMP FUND</b>								
55-30-5754-00	Workers Comp Insurance	5,482.00		0.00	0.00		0.00		0.00%
	TOTAL WORKERS COMP FUND	5,482.00		0.00	0.00		0.00		0.00%
	<b>UNEMPLOYMENT COMP FUND</b>								
60-10-5646-00	Unemployment Comp Ins.	2,820.06		0.00	0.00		0.00		0.00%
	TOTAL UNEMPLOYMENT COMP FUND	2,820.06		0.00	0.00		0.00		0.00%
	<b>WORKING CASH FUND</b>								
80-25-5984-80	Transfer to Special Reserve Fund	0.00		0.00	0.00		0.00		0.00%
	TOTAL WORKING CASH FUND	0.00		0.00	0.00		0.00		0.00%
	<b>(TOTALS NOT REFLECTING SPEC. RES.)</b>	4,481,715.53		4,646,545.78	5,007,755.52		4,766,459.75		-4.82%
	<b>SPECIAL RESERVE FUND</b>								
	<b>Vacant land Costs</b>								
70-00-5656-00	Vacant Land - Utilities (Spec Res)	0.00		0.00	0.00		0.00		0.00%
70-00-5662-00	Vacant Land- Landscape Serv (Spec Res)	0.00		0.00	0.00		0.00		0.00%
70-00-5663-00	Vacant Land - Maint/Repairs (Spec Res)	0.00		0.00	0.00		0.00		0.00%
70-00-5762-00	Vacant Land - Mgmt Serv (Spec Res)	0.00		0.00	0.00		0.00		0.00%





	FY 14-15	FY 15-16	Budget	Budget	Bud 17-18	
	Actual	Actual	FY 16-17	FY 17-18	to Bud 16-17	
Acct. #						
<b>EMPLOYEE COSTS</b>						
10-10-5603-10	Administrative - Regular Hours	409,410.66	403,444.68	454,123.24	508,961.08	12.08%
10-10-5603-20	Adult Servs - Regular Hours	503,871.53	521,438.71	548,910.88	529,222.36	-3.59%
10-10-5603-30	Youth Servs - Regular Hours	315,396.11	332,573.46	358,837.69	357,007.29	-0.51%
10-10-5603-50	Tech Servs - Regular Hours	297,876.22	321,041.60	332,702.70	268,861.76	-19.19%
10-10-5603-60	Circulation - Regular Hours	435,718.32	464,360.96	489,564.44	481,779.21	-1.59%
10-10-5613-10	Admin - Sunday Hours	5,681.74	5,838.11	6,500.00	6,200.00	-4.62%
10-10-5613-20	Adult Serv - Sunday Hours	26,040.83	23,852.01	27,000.00	23,400.00	-13.33%
10-10-5613-30	Youth Servs - Sunday Hours	16,623.00	14,677.01	18,300.00	16,000.00	-12.57%
10-10-5613-60	Circulation - Sunday Hours	30,806.95	29,701.77	34,500.00	29,400.00	-14.78%
	Salaries subtotal	2,041,425.36	2,116,928.31	2,270,438.94	2,220,831.70	-2.18%
multiple	Health Insurance	177,026.39	202,736.94	258,500.00	305,000.00	17.99%
multiple	13% rate increase (LIMRICC)					
	Dental Insurance	18,166.50	18,146.73	20,000.00	20,000.00	0.00%
10-10-5623-00	Compsych Assistance Plan	945.72	0.00	1,000.00	1,000.00	0.00%
10-10-5646-10	Purchased through LIMRICC	150.00	0.00	4,500.00	2,000.00	-55.56%
	Tuition Reimb.					
	Total Employee Costs - Corp	2,237,713.97	2,337,811.98	2,554,438.94	2,548,831.70	-0.22%
multiple	IMRF Expense - all Depts.	224,207.52	213,910.14	235,000.00	217,419.42	-7.48%
	IMRF rate for 2017 is 10.22%. The rate for 2018 I anticipate will increase due to an increase in retirements.					
multiple	FICA Expense - all Depts.	151,818.35	158,927.09	173,688.58	169,893.63	-2.18%
	FICA rate for all salaries is 7.65%					
10-10-5646-00	Unemployment Comp Ins.	0.00	4,470.50	4,500.00	4,000.00	-11.11%
60-10-5646-00	Unemployment Comp Ins.	2,820.06	0.00	0.00	0.00	0.00%
	annual expense without any rebates of pool premiums is approx \$2500.					
	Total Employee Costs	2,616,559.90	2,715,119.71	2,967,627.52	2,940,144.75	-0.93%



## BUILDING COSTS BUDGET FY 17-18

		FY 14-15 Actual	FY 15-16 Actual	Budget FY 16-17	Budget FY 17-18	Bud 17-18 to Bud 16-17
	<b>BUILDING COSTS</b>					
Acct. #	<b>Internet Service Provider</b>	7,250.08	7,200.00	6,600.00	6,600.00	0.00%
10-20-5650-00	Internet access; annual fee					
10-20-5651-00	<b>INet Consortium</b>	1,810.00	1,810.00	1,810.00	1,810.00	0.00%
	INet costs, ComNet (fiberoptic/ethernet)					
10-20-5652-00	<b>Utilities - Phone</b>	7,458.96	7,784.84	7,500.00	7,800.00	4.00%
10-20-5653-00	<b>Utilities - Gas</b>	7,241.69	5,462.26	8,000.00	7,000.00	-12.50%
10-20-5654-00	<b>Utilities - Sewer &amp; Water</b>	2,249.50	1,830.86	2,750.00	2,750.00	0.00%
10-20-5655-00	<b>Utilities - Electric</b>	47,581.24	45,755.72	47,250.00	48,700.00	3.07%
10-20-5656-00	<b>Verizon (wireless access)</b>	547.38	700.80	680.00	680.00	0.00%
	wireless access; remote					
10-20-5660-00	<b>Maint Contracts - HVAC</b>	5,920.31	4,550.00	7,550.00	5,500.00	-27.15%
	Scheduled preventative maintenance					
10-20-5661-00	<b>Maint Contracts - Maint Service</b>	30,869.34	32,762.50	36,750.00	36,750.00	0.00%
	Pest control, window cleaning, cleaning contract, carpet cleaning, tile cleaning					
10-20-5662-00	<b>Maint Contracts - Landscape Serv</b>	35,060.79	33,656.06	34,000.00	34,000.00	0.00%
	Landscaping, mulch, tree/shrub removal services, snow removal and salting of lot and sidewalks					
10-20-5663-00	<b>Maint/Repairs - General, Supplies</b>	7,128.70	6,925.70	10,000.00	8,000.00	-20.00%
	Janitorial supplies, building repair (minor), replacement lights					
10-20-5664-00	<b>Maint/Repairs - Non Contract Work</b>	19,447.40	7,245.81	20,000.00	18,000.00	-10.00%
	Hvac repairs not under contract, plumbing, electrical work, other repairs.					
10-20-5665-00	<b>Rubbish Removal</b>	1,969.99	2,119.99	2,500.00	2,500.00	0.00%
	<b>Total Building Costs</b>	174,535.38	157,804.54	185,390.00	180,090.00	-2.86%

## OPERATING COSTS BUDGET FY 17-18

		FY 14-15	FY 15-16	Budget	Budget	Bud 17-18
		Actual	Actual	FY 16-17	FY 17-18	to Bud 16-17
Acct. #						
	<b>OPERATING EXPENSES</b>					
10-25-5710-00	<b>Postage/Shipping</b>	4,179.82	4,189.21	4,500.00	4,500.00	0.00%
	Postage meter, pkges, UPS/FedEx and certified mailings					
10-25-5710-10	<b>Printing/Spec Serv.</b>	25,543.92	25,776.60	26,400.00	26,400.00	0.00%
	Printing costs for the Library Newsletter					
10-25-5710-30	<b>Printing/Spec Serv. - Youth Services</b>	0.00	87.80	1,000.00	0.00	-100.00%
	Internal newsletters, brochures and booklists. New library card packets. Banners and signs. Laminating supplies. Cost absorbed above					
10-25-5711-00	<b>Postage Spec Serv</b>	8,011.98	6,155.03	8,500.00	8,500.00	0.00%
	Newsletter mailing, permit fees					
10-25-5712-00	<b>Printing</b>	287.99	555.43	1,000.00	1,000.00	0.00%
	Letterhead, envelopes, business cards					
10-25-5713-00	<b>Office Supplies</b>	5,128.73	4,720.27	8,000.00	5,000.00	-37.50%
	Library-wide supplies, public records maintenance					
10-25-5714-00	<b>Circ Material Supplies</b>	9,507.55	11,162.24	9,080.00	9,080.00	0.00%
	Patron IDs, barcode labels, date due cards, registration cards, AV cleaning supplies, thermal receipt paper, reusable library bags, Dymo labels for lib cards, overdue envelopes, cash register supplies					
10-25-5715-00	<b>Copier Supplies</b>	2,310.88	1,184.84	2,500.00	2,500.00	0.00%
	Copier supplies for all copiers, toner, paper.					
10-25-5716-00	<b>Kitchen Supplies</b>	5,411.36	6,441.72	7,000.00	6,500.00	-7.14%
10-25-5717-00	<b>Processing Supplies</b>	29,305.36	25,284.68	35,275.00	27,500.00	-22.04%



## OPERATING COSTS BUDGET FY 17-18

		FY 14-15	FY 15-16	Budget	Budget	Bud 17-18
		Actual	Actual	FY 16-17	FY 17-18	to Bud 16-17
	Book processing via B & T, Serials supplies, barcode labels, stickers, etc. Replacement cases for games, videos, audio books and CDs, AV RFID tags, labels, etc.					
10-25-5718-00	<b>Computer Supplies</b>	10,082.21	13,773.50	12,000.00	13,500.00	12.50%
	Laser toner cartridges and color printers supplies, cleaning products, and other misc. items for all computer hardware and peripherals in the library. Includes public pcs, PACS, staff PC's and printers.					
10-25-5719-00	<b>Publishing</b>	4,058.56	2,322.65	2,395.00	2,000.00	-16.49%
	Ordinances, booklets, Chamber Directory, etc.					
10-25-5722-15	<b>Safety Deposit Box Rental</b>	150.00	150.00	150.00	150.00	0.00%
10-25-5723-00	<b>Check Printing</b>	335.91	187.26	500.00	250.00	-50.00%
	Accts payable/petty cash checks, deposit slips					
10-25-5723-15	<b>Bank Charges</b>	677.03	859.40	1,000.00	1,000.00	0.00%
	Wire fees, nsf checks, sales tax, ecommerce fees					
10-25-5724-15	<b>Local Travel</b>	676.50	349.31	700.00	700.00	0.00%
	Travel reimbursement for business and outreach					
	<b>Total Operating Expenses</b>	105,667.80	103,199.94	120,000.00	108,580.00	-9.52%

## INSURANCE BUDGET FY 17-18

		FY 14-15 Actual	FY 15-16 Actual	Budget FY 16-17	Budget FY 17-18	Bud 17-18 to Bud 16-17		
Acct. #								
	<b>INSURANCE</b>							
10-30-5750-00	<b>Fidelity Bonds</b>	2,200.00	4,400.00	2,300.00	2,500.00	8.70%		
	Treasurer's bond							
10-30-5751-00	<b>Property Insurance</b>	30,971.99	12,596.24	27,450.00	25,000.00	-8.93%		
	Package (Property, Gen. Liability, Auto, Physical Damage, Crime, Boiler & Machinery, Volunteer, and Excess property) from LIRA.							
10-30-5752-00	<b>Notary Bond</b>	0.00	60.00	0.00	0.00	0.00%		
	4 year bond, renewed 2016							
50-30-5753-00	<b>General and Umbrella Liability Ins.</b>	1,622.30	0.00	0.00	0.00	0.00%		
	Umbrella liab policy -LIRA. Combined with Property insurance above							
55-30-5754-00	<b>Workers Comp Insurance</b>	5,482.00	0.00	0.00	0.00	0.00%		
	moved to line below, eliminated fund							
10-30-5754-00	<b>Workers Comp Insurance</b>	0.00	1,214.00	5,550.00	5,400.00	-2.70%		
	<b>Total Insurance</b>	40,276.29	18,270.24	35,300.00	32,900.00	-6.80%		



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# CONTRACTUAL SERVICES BUDGET FY 2017-18

		FY 14-15	FY 15-16	Budget	Budget	Bud 17-18		
		Actual	Actual			to Bud 16-17		
Acct. #								
	<b>CONTRACTUAL SERVICES</b>							
10-35-5760-00	<b>Legal Services</b>	22,503.46	18,142.78	30,000.00	25,000.00	-16.67%		
10-35-5761-00	<b>Collection Agency</b>	455.85	509.90	1,080.00	700.00	-35.19%		
10-35-5762-00	<b>Other Contractual Services - Adm</b>	1,510.00	894.00	5,500.00	3,500.00	-36.36%		
	Management Association/Facility Appraisal							
10-35-5763-00	<b>Contractual-Technology Consulting</b>	17,853.42	37,487.30	34,000.00	25,000.00	-26.47%		
	Network monitoring, cloud services							
10-35-5764-10	<b>Other Contractual Services - Library wide</b>	6,966.50	1,436.50	5,100.00	4,500.00	-11.76%		
10-35-5765-10	Web & app design authority							
	<b>Investment Agency Consultants</b>	3,495.01	5,070.34	5,250.00	7,000.00	33.33%		
10-35-5771-00	<b>Payroll Service</b>	6,685.73	7,169.04	7,500.00	7,700.00	2.67%		
20-35-5770-00	<b>Contractual - Audit Fee</b>	7,750.00	0.00	0.00	0.00	0.00%		
	moved to line below, eliminated fund							
10-35-5770-00	<b>Contractual - Audit Fee</b>	0.00	8,000.00	8,250.00	8,250.00	0.00%		
	2016-8000, 2017-8250, 2018-8500							
10-48-5846-20	<b>Acctg - Maint &amp; Upgrades</b>	8,224.59	7,946.39	7,500.00	7,937.00	5.83%		
	moved from Equipment budget							
	software renewal							
	<b>Total Contractual</b>	67,219.97	78,709.86	96,680.00	81,650.00	-15.55%		

**BUDGET 2017-18**  
**Personnel development**

		FY 14-15 Actual	FY 15-16 Actual	Budget FY 16-17	Budget FY 17-18	Bud 17-18 to Bud 16-17
Acct. #						
	<b>PERSONNEL DEVELOPMENT</b>					
10-40-5783-00	Dues - Staff	5,013.01	5,270.46	5,400.00	5,400.00	0.00%
10-40-5784-00	Meetings - Staff	1,449.79	1,997.41	3,650.00	2,500.00	-31.51%
10-40-5785-00	Conferences - Staff	15,024.86	17,913.46	19,000.00	15,000.00	-21.05%
10-40-5786-00	Memorial/Tribute/Recognition	2,907.38	1,647.64	7,450.00	2,000.00	-73.15%
10-40-5787-00	In-Service	1,006.59	2,178.78	4,000.00	3,000.00	-25.00%
10-40-5788-00	Training (Cont. Ed) - Staff	4,557.27	1,084.06	4,150.00	2,200.00	-46.99%
	<b>Total Personnel Dev - Staff</b>	<b>29,958.90</b>	<b>30,091.81</b>	<b>43,650.00</b>	<b>30,100.00</b>	<b>-31.04%</b>
	<b>TRUSTEE EXPENSES</b>					
10-45-5786-70	Dues - Trustees ILA	525.00	0.00	650.00	525.00	-19.23%
10-45-5788-70	Meetings - Trustees-workshop and training	325.00	-75.55	890.00	500.00	-43.82%
10-45-5787-70	Conferences - Trustees	0.00	520.00	1,000.00	500.00	-50.00%
10-45-5789-70	Training-Trustees	364.40	0.00	1,000.00	500.00	-50.00%
	<b>Total Personnel Dev - Trustee</b>	<b>1,214.40</b>	<b>444.45</b>	<b>3,540.00</b>	<b>2,025.00</b>	<b>-42.80%</b>
	<b>Total Personnel Development</b>	<b>31,173.30</b>	<b>30,536.26</b>	<b>47,190.00</b>	<b>32,125.00</b>	<b>-31.92%</b>



## EQUIPMENT BUDGET FY 17-18

		FY 14-15	FY 15-16	Budget	Budget	Bud 17-18
		Actual	Actual	FY 16-17	FY 17-18	to Bud 16-17
Acct. #						
	<b>EQUIPMENT</b>					
10-48-5801-10	<b>Polaris ILS</b>	44,240.43	42,864.57	47,100.00	47,100.00	0.00%
	Software maint and updates of ILS, server, client, self-check, outreach module, collection agency, inventory Mobile PAC, licenses, Syndetics, Novelist Select					
10-48-5802-00	<b>Major Equip - Library Wide</b>	619.11	0.00	500.00	0.00	-100.00%
10-48-5802-10	<b>Major Equip - Dir/Asst Dir</b>	161.00	310.43	500.00	0.00	-100.00%
10-48-5802-15	<b>Major Equip - Adm Serv</b>	111.50	0.00	500.00	0.00	-100.00%
10-48-5802-20	<b>Major Equip - Adult Services</b>	781.51	251.78	500.00	0.00	-100.00%
10-48-5802-30	<b>Major Equip - Youth</b>	1,629.43	739.06	500.00	0.00	-100.00%
10-48-5802-50	<b>Major Equip - Tech Services</b>	397.64	288.02	500.00	0.00	-100.00%
10-48-5802-60	<b>Major Equip - Circ</b>	0.00	190.00	500.00	0.00	-100.00%
	Combined each major equipment category					
	with minor equipment counterpart					
10-48-5823-10	<b>Minor Equip - Administration</b>	631.34	0.00	200.00	700.00	250.00%
10-48-5823-20	<b>Minor Equip - Adult Services</b>	63.79	143.39	200.00	700.00	250.00%
10-48-5823-30	<b>Minor Equip - Youth</b>	643.49	435.52	200.00	700.00	250.00%
10-48-5823-50	<b>Minor Equip - Tech Services</b>	203.26	164.90	200.00	700.00	250.00%
10-48-5823-60	<b>Minor Equip - Circ</b>	0.00	0.00	200.00	700.00	250.00%
10-48-5843-00	<b>Rental - Postage Meter</b>	720.00	720.00	800.00	800.00	0.00%
	Rental fees					
10-48-5845-00	<b>Equip Maint/Repr - Contracts - Lib Wide</b>	14,151.91	14,379.68	19,168.00	19,150.00	-0.09%
	Elevator and inspection fees. Burglar alarm. Maintenance and testing. Reader/Printer, copiers (incl overages), backflow testing, sprinklers, fire extinguishers, automatic doors, RTI disk cleaner, boiler inspection, etc.					
10-48-5846-00	<b>Equip Maint/Repr - Non-Contracts - Lib Wide</b>	397.10	192.50	3,000.00	1,000.00	-66.67%
	<b>Total Equipment</b>	64,751.51	60,679.85	74,568.00	71,550.00	-4.05%

## LIBRARY MATERIALS BUDGET FY 17-18

		FY 14-15 Actual	FY 15-16 Actual	Budget FY 16-17	Budget FY 17-18	Bud 17-18 to Bud 16-17	
Acct. #	LIBRARY MATERIALS						
10-50-5863-20	Literacy/ESL	9,117.01	9,730.34	10,650.00	10,000.00	-6.10%	
	ESL for You! classes, Print, AV and journal subscriptions, posters/brochures, software						
10-50-5863-30	Books - Youth	42,207.49	53,856.34	51,000.00	51,000.00	0.00%	
	Print materials including standing orders and replacement items						
10-50-5863-50	Books - Tech Services	0.00	0.00	535.00	500.00	-6.54%	
	Library of Congress subject headings, call mats						
10-50-5864-10	Books - Non Fiction	79,092.22	77,543.16	84,000.00	82,000.00	-2.38%	
	Print materials, replacement cost for lost/missing & dup of popular materials						
10-50-5865-10	Books - Adult/Teen Fiction	56,299.42	74,623.53	56,100.00	65,000.00	15.86%	
	Print materials, replacement cost for lost/missing & dup of popular materials						
10-50-5866-20	Business Reference Supplements	4,282.95	6,956.75	6,000.00	0.00	-100.00%	
	combining this w/10-50-5867-20 below						
10-50-5867-20	Reference Books - Adult Services	23,457.98	30,438.15	19,700.00	24,000.00	21.83%	
	Ref materials: continuations, govt docs, invest docs, directories, annuals.						
10-50-5869-20	Internet Licensed Dbases	117,130.50	116,791.82	126,500.00	126,500.00	0.00%	
	Publicly accessible databases/remote and in-house						
10-50-5871-20	Document Delivery	20,800.13	20,960.02	24,000.00	22,000.00	-8.33%	
	OCLC fees and Management Fee of ILL docs						
10-50-5872-10	Databases - Professional	5,920.24	7,144.63	10,000.00	10,000.00	0.00%	
	Databases used by staff for material selection, cataloging, statistics, etc.						
10-50-5873-30	Databases - Youth Services	14,889.00	9,763.67	12,500.00	12,500.00	0.00%	
	Publicly accessible databases/remote and in-house specifically for Youth						
10-50-5890-30	Audio-Visual Mats - Youth	16,394.87	15,456.63	19,500.00	18,000.00	-7.69%	



and Jr high aged students, video games, digital content, and puppets.				
<b>Adult Services</b>	81,821.86	98,440.64	89,000.00	
Art, Art print collection, E content, e-audio. AV				
<b>Services</b>	36,043.34	37,753.51	42,620.00	
Resources	846.84	654.55	1,000.00	
Resources	4,025.53	2,575.40	5,000.00	
Collection				
Related publications for staff				
512,329.38	562,689.14	558,105.00		

# PROGRAM BUDGET

## FY 2017-18

Acct. #		FY 14-15 Actual	FY 15-16 Actual	Budget FY 16-17	Budget FY 17-18	Bud 17-18 to Bud 16-17		
	<b>PROGRAMS</b>							
10-60-5931-10	<b>Programs - Adults</b>	15,880.82	14,859.01	16,550.00	16,000.00	-3.32%		
	Adult, Teen and Senior programs: speakers, performers, lectures, book/film groups, classes.							
10-60-5931-30	<b>Programs - Youth</b>	9,258.17	9,879.30	11,000.00	11,000.00	0.00%		
	Babies thru jr-hi programs, summer reading. Guest speakers and performers. After school and outreach programs							
10-60-5931-40	<b>Online Marketing - Library wide</b>	458.41	2,513.60	2,545.00	2,000.00	-21.41%		
	Digital Outreach Team, Constant Contact (eNews), CloseBy Marketing (VIP Text)							
10-60-5940-10	<b>Readers Services - Adult Services</b>	2,309.50	653.51	2,300.00	2,000.00	-13.04%		
	Posters, bookmarks, display items, colored paper, summer read program supplies, etc.							
10-60-5940-30	<b>Readers Services - Youth</b>	2,932.87	3,917.90	5,300.00	5,300.00	0.00%		
	Materials to decorate YS area, storyline room, bulletin board displays, bookmarks for patrons and groups, and summer reading program supplies.							
10-60-5931-50	<b>Community Relations-Library Wide</b>	13,208.14	4,245.85	5,500.00	6,000.00	9.09%		
	Library-wide programming efforts: Natl Library Week, Library Card Signup events, Ready Set Go, other outreach programs, digital sign advertising, Museum Adventure Pass Annual Membership							
	<b>Total Programs</b>	44,047.91	36,069.17	43,195.00	42,300.00	-2.07%		



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# SPECIAL RESERVES

## FY 2017-2018

		FY 14-15	FY 15-16	Budget	Budget	Bud 17-18
		Actual	Actual	FY 16-17	FY 17-18	to Bud 16-17
Acct. #						
	<b>WORKING CASH FUND</b>					
80-25-5740-00	Interest Expense - Working Cash	0.00	0.00	0.00	0.00	0.00%
80-25-5984-80	Transfer to Special Reserve Fund	0.00	0.00	0.00	0.00	0.00%
	<b>TOTAL WORKING CASH FUND</b>	0.00	0.00	0.00	0.00	0.00%
	<b>SPECIAL RESERVE FUND</b>					
	<b>Vacant Land Costs</b>					
70-00-5656-00	Vacant Land - Utilities (Spec Res)	0.00	0.00	0.00	0.00	0.00%
70-00-5662-00	Vacant Land - Landscape Serv (Spec Res)	0.00	0.00	0.00	0.00	0.00%
	<b>Total Vacant Land Expenses</b>	0.00	0.00	0.00	0.00	0.00%
	<b>Building Structure and Maintenance</b>					
70-20-5660-00	Maint/Repairs - Bldg Structure (Spec Res)	8,076.91	0.00	30,000.00	30,000.00	0.00%
70-65-5671-00	Library Furniture and Equipment (Spec Res)	14,366.12	45.94	155,000.00	100,000.00	-35.48%
	RFID/Equipment/Furniture					
70-65-5674-00	Consulting	12,162.50	3,150.00	50,000.00	50,000.00	0.00%
	Potential bldg enhancements , Capital Replacement Plan, Community survey					
70-65-5861-00	Interior Renovation (Spec Res)	0.00	0.00	10,000.00	10,000.00	0.00%
70-65-5911-15	Remodeling	0.00	-500.00	0.00	0.00	0.00%
	<b>Total Building Structure and Maint.</b>	34,605.53	2,695.94	245,000.00	190,000.00	-22.45%
	<b>TOTAL ALL SPECIAL RESERVE FUND EXPENSES</b>	34,605.53	2,695.94	245,000.00	190,000.00	-22.45%

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**RESTRICTED USAGE  
BUDGET FY 2017-18**

		FY 14-15 Actual	FY 15-16 Actual	Budget FY 16-17	Budget FY 17-18	Bud 17-18 Bud 16-17
Acct. #						
	<b>RESTRICTED USAGE</b>					
10-80-5980-80	Restricted - Gifts	0.00	0.00	20,000.00	0.00	-100.00%
10-80-5981-80	Restricted - Per Capita Grant	35,630.00	35,629.49	0.00	0.00	0.00%
10-80-5982-80	Restricted - Other	0.00	0.00	0.00	0.00	0.00%
10-80-5984-80	Restricted - Transfer to Spec Reserves	482,159.00	550,000.00	450,000.00	300,000.00	-33.33%
10-80-5985-80	Restricted-Transfer from Spec Res Acct	0.00	-33,292.39	0.00	0.00	0.00%
10-80-5986-80	Restricted- Transfer to IMRF	200,000.00	200,000.00	200,000.00	200,000.00	0.00%
	<b>Total Restricted Usage</b>	717,789.00	752,337.10	670,000.00	500,000.00	-25.37%
10-90-5999-00	Contingency	18,568.75	11,237.75	75,000.00	75,000.00	0.00%

## **Definitions:**

### **Health Maintenance Organization (HMO)**

A type of health insurance plan that usually limits coverage to care from doctors who work for or contract with the HMO. It generally won't cover out-of-network care except in an emergency. An HMO may require you to live or work in its service area to be eligible for coverage. HMOs often provide integrated care and focus on prevention and wellness.

### **Preferred Provider Organization (PPO)**

A type of health plan that contracts with medical providers, such as hospitals and doctors, to create a network of participating providers. You pay less if you use providers that belong to the plan's network. You can use doctors, hospitals, and providers outside of the network for an additional cost.

### **Health Savings Account (HSA)**

A type of savings account that allows you to set aside money on a pre-tax basis to pay for qualified medical expenses if you have a "high deductible" health insurance plan.

Combining a High Deductible Health Plan with a Health Savings Account (HSA) allows you to pay for certain medical expenses, like your deductible and copayments, with untaxed dollars. High-deductible plans usually have lower monthly premiums than plans with lower deductibles.

Unlike a Flexible Spending Account (FSA), HSA funds roll over year to year if you don't spend them. You can take the funds with you if you change jobs or leave the work force. Your HSA may also earn interest.

You can start an HSA through your own bank or other financial institution.

### **Dependent Coverage**

Insurance coverage for family members of the policyholder, such as spouses, children, or partners.

Source: <https://www.usa.gov/>



## LLD Health Insurance Summary

The ad hoc Health Insurance Committee discussed the LLD health insurance policy (100% HMO coverage by LLD and \$50.00 per month for dependents), looked at other library policies and cost sharing ratios, discussed dependent coverage and the rising cost of health insurance.

The Committee's goal was to give the Director guidance and information for the personnel portion of the budget with discussion leaning towards a percentage ratio of employee and library contribution. It was noted that this ratio may change from year to year subject to health insurance rates and the Director's budgetary goals.

The Committee reviewed other library cost sharing ratios (see attached) and recommended that a 95/5 ratio for employees and a 25/75 ratio for dependent coverage (see below) was a reasonable shared ratio structure. The consideration was to prevent excessive impact to employees for this first year. The fundamental goal is to move towards a more standard shared cost ratio.

Currently, LLD covers 100% of the cost of HMO premiums through calendar 2017 for full-time employees (\$745.00 per month) and LLD contributes \$50.00 per month per employee toward the cost of dependent coverage (which equals 6% LLD contribution for a spouse for example).

### Recommendation of shared health insurance costs:

	LLD	Employee
INDIVIDUAL	95%	5%
DEPENDENT	25%	75%

Overall, the total proposed 17/18 employee costs have decreased (see employee cost detail/budget).

Estimated LLD insurance costs as of 3/2017: **\$284,700.00** (HMO, PPO [2] & HSA for 32 employees).  
*Note: costs may change due to qualifying life events.*

Using the 95/5% and 25/75% shared cost ratio for current plan choices as of 3/2017, equals **\$285,654.00**.

LIMRICC, the LLD's health insurance management and risk control consortium projects a possible 13% increase in health insurance rates (January 2018). This is reflected in the 17/18 draft budget.

Projected LLD insurance costs for FY 17/18 with estimated 13% increase (LIMRICC) with LLD 95% and Employee 5% shared cost with LLD 25% and Employee 75% shared cost for dependents: **\$304,222.15**  
**(See attached for cost breakdown)**

This proposal achieves the following outcomes:

- Creates a new structure of shared costs between Library and employee
- Provides more competitive dependent coverage
- Moves toward more standard shared cost ratio arrangement in comparison with other libraries
- Enacts no significant impact to the budget while instituting new structure

Enrollment @ 3/2017  
 Library pays 100% HMO cost  
 Current 2017

Proposed  
 95%-5%-Employee  
 25%-75% Dependent

Options	Monthly cost	# Enrolled	LTD Annual	LTD Annual
HMO	\$745.00	19	\$169,860.00	\$169,053.00
PPO-low	\$752.00	12	\$107,280.00	\$105,393.60
PPO - high	\$630.00	1	\$7,560.00	\$11,208.00
H.S.A	\$549.00	0	\$0.00	\$0.00
			\$284,700.00	\$285,654.60
Total		32		
			13% increase	\$322,789.70
			difference	\$37,135.10
			half year	\$18,567.55
			17/18 budgeted #	\$304,222.15

**NOTES:**

Plan options include group options for individuals, spouse and family.

Above totals may change due to qualifying life events such as birth, death, divorce, etc.

Projected insurance rate increases provided by Library's insurance management/risk consortium, LIMRICC.

Upon open-enrollment, employees may change plan choice.



Library	Library %	Employee %	Family	Library %	Employee %
Addison	100		no		
Arlington Heights	90	10	yes	90	10
Batavia	varies 95-90	5-10%	yes	45	55
Crystal Lake	95	5	yes	90	10
Downers Grove	varies 97-90		yes	varies 86	14
Elmhurst	varies 80-87	20-13%	yes	same %	same %
Geneva	90	10	yes	75	25
Glen Ellyn	80	20	yes	80	20
Indian Prairie	85	15	?		
Itasca	100		no		
Lake Villa	100		no		
Lisle Library District	100			50.00 per month	
McHenry	98	2	no		
Niles	90	10	yes	75	25
Oak Park	90	10	yes	90	10
Plainfield	100		no		
Thomas Ford	90	10	no		
Tinley Park	80	20	yes	80	20
West Chicago	100		no		
Warrenville	80	20	?		
Wauconda	100		no		
Wheaton	93	7	yes	60	40
Winnetka	100		no		
Woodridge	80	20	yes	varies	35% for family