

PUBLIC/LEGAL NOTICE

*The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on May 9, 2018 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois. The LLD records all regular Board meetings. Any person who has a disability requiring accommodations to participate in this meeting should contact the Lisle Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.*

LISLE LIBRARY DISTRICT  
BOARD MEETING  
May 9, 2018 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak
3. Consent Agenda - Action Required
  - a. Approve Minutes of the April 11, 2018 Board Meeting
  - b. Approve Minutes of the April 11, 2018 Executive Session
  - c. Approve Minutes of the April 18, 2018 Committee of the Whole Meeting
  - d. Acknowledge Treasurer's Report, 04/30/18, Investment Activity Report, 04/30/18, Current Assets Report, 04/30/18, Revenue Report, 04/30/18, and Expense Report, 04/30/18
  - e. Authorize Payment of Bills, 05/09/18
4. Director's Report  
Assign Trustees for "Review of Bills Next Month"  
President Fisher and Trustee Bartelli reviewed the April billings in May.  
Treasurer Wang and Trustee Swistak will review the May billings in June.
5. Assistant Director's Report
6. Committee Reports
  - a. Finance
  - b. Personnel/Policy
  - c. Physical Plant
  - d. LLD Strategic Planning
  - e. Committee of the Whole - Budget
7. Unfinished Business
8. New Business
  - a. Approve FY2018-19 LLD Working Budget - Action Required  
Annual approval of the LLD Working Budget for fiscal year 2018-2019.
9. Opportunity for Trustee comments (five minutes)  
Bartelli, Fisher, Flint, Hummel, Sullivan, Swistak, Wang
10. Adjourn

LISLE LIBRARY DISTRICT  
BOARD MEETING  
April 11, 2018 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President  
Thomas Hummel - Vice President  
Longry Wang - Treasurer  
Liz Sullivan - Secretary  
Marjorie Bartelli - Trustee  
Richard Flint - Trustee  
Emily Swistak - Trustee

Also present:

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

2. Opportunity for visitors to speak

Five visitors addressed the Board. The first visitor commented that a pizza fundraising event, as posted by Trustee Sullivan on Facebook, would not generate sufficient funding for the Library and wondered if it was a Board sponsored event. He directed a question about the purpose of the Special Reserve Fund to the Board. President Fisher advised that Public Comment was an opportunity for visitors to speak to the Board, and not for questions. The visitor continued by stating that he believed having a Special Reserve Fund was a necessity.

The second visitor addressed the censure resolution in the Board packet. He stated that he was unsure of the reasoning regarding the fundraising mention, concurred with the defamation mention, and was uncertain about including the email mentions in the censure. He encouraged supporting outside organizations that support the Library.

The third visitor referred to the censure resolution in the Board packet. He commented that he noticed the Library had no Board Code of Conduct on the Library's website. He also said that Illinois is a high tax state and that change is happening. He asked that the Board provide the public the facts that resulted in the censure resolution.

The fourth visitor commented on findings resulting from a FOIA request related to Trustee emails. She stated that emails between more than two Trustees is unacceptable, should not include private information, and that the business of the Board should be done in an open meeting.

The last visitor referred to social media posts comparing Grayslake Area Public Library District financials and Lisle Library District financials as posted by an LLD Trustee. The visitor expressed concern that this Trustee

might have been trying to mislead the public. He read aloud Grayslake's publicly posted financial data in contrast to what the Trustee posted on her Facebook page. The visitor also commented that this Trustee had deleted constituent comments from her Trustee Facebook page regarding the Japan and Muslims post. He reminded the Board about this Trustee's previous online posts, which were also deleted. The visitor referred to another online watchdog site where he noted that they have ignored the possible OMA violations of this LLD Trustee.

### 3. IMRF briefing

Finance Director Boskelly introduced the Illinois Municipal Retirement Fund representative Tecyna Anderson. Ms. Anderson gave a briefing regarding the Library's IMRF funding status. As of January 1, 2018 the Lisle Library District is funded at 98.64%.

### 4. Executive Session

**MOTION:** Trustee Flint moved to go into Executive Session for 5ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee of the public body, or against legal counsel for the public body to determine its validity. Trustee Swistak seconded. Voice Vote - All Aye. The motion passed.

The Board voted to go into Executive Session at 7:22 p.m.

The Board came back into Open Session at 7:35 p.m.

### 5. Consent Agenda

- a. Approve Minutes of the March 14, 2018 Board Meeting
- b. Acknowledge Treasurer's Report, 03/31/18, Investment Activity Report, 03/31/18, Current Assets Report, 03/31/18, Revenue Report, 03/31/18, and Expense Report, 03/31/18
- c. Authorize Payment of Bills, 04/11/18

There was an amendment to the March 14, 2018 Board Meeting minutes:

Change to Item 3d, Discussion: *"Trustee Bartelli ~~seconded~~ agreed with Treasurer Wang's suggestion."*

**MOTION:** Trustee Flint moved to approve the Consent Agenda as amended. Treasurer Wang seconded. Roll Call Vote - All Aye. The motion passed.

### 6. Director's Report

Assign Trustees for "Review of Bills Next Month."

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

President Fisher and Trustee Bartelli will review the April billings in May.

Director Weinstein wished everyone a Happy National Library Week. She talked about the nationwide observance and how patrons can participate in the LLD events such as the 'Book in a Bottle' guessing game and obtaining the 'We Love LLD' yard sign. The Library is asking patrons to either attend a program, apply for a Library card, or add their name to the email notification system in order to receive a sign. The signs are in celebration of National Library Week and to increase awareness in the community.

In March and April, Director Weinstein provided tours of the building to Trustees. Director Weinstein held meetings with vendors and Department Directors in preparation for budget discussions. There was a

Strategic Planning Committee meeting on March 21<sup>st</sup> where members discussed example strategic plans and focus areas for a new strategic plan. Members also discussed possible facility and campus improvements. The next Strategic Planning Committee meeting is scheduled for May 2<sup>nd</sup>.

A Committee of the Whole budget meeting was held on April 4<sup>th</sup>. The Committee discussed costs associated with building, operations, insurance, contractual services, equipment, materials, programs, restricted use, and contingency. A second meeting is scheduled for April 18<sup>th</sup> which will cover personnel, employee and trustee development, special reserves, building and maintenance fund, and revenues.

## 7. Assistant Director's Report

Assistant Director McQuillan mentioned that the Digital Outreach Team met to discuss a promotion to increase subscriptions to the Library's YouTube channel. Subscriptions to the channel have roughly doubled in one month. The LLD's Communications Coordinator worked with Youth Services staff to film and edit storytime songs used for programming. The Event Planning Team met to review the success of the Harry Potter Day that was held on March 10<sup>th</sup>. Staff on the Event Planning Team will apply what they learned to plan for the Library's Summer Read kickoff, June 2<sup>nd</sup> and the Summer Read wrap up, July 28<sup>th</sup>. The elevator was out of order over the weekend and repaired by Tuesday afternoon. New carpeting was laid in the lobby area, outside the meeting rooms on Sunday before the Library opened.

Discussion: Secretary Sullivan asked if the Community Engagement video could be moved to the Library's YouTube channel list. Treasurer Wang commented that she liked the quarterly 'Materials Processed' statistics page included in the departmental quarterly reports and asked if there could be a quarter to quarter comparison.

## 8. Committee Reports

- a. Finance - The Committee did not meet. No meeting planned.

Discussion: Secretary Sullivan asked if there was a way to see the percentages of the Special Reserve Fund and other funds as a total. Treasurer Wang asked for clarification. Secretary Sullivan recommended enhancements to the financials. Treasurer Wang mentioned that an additional column could be added to reflect certain totals. Treasurer Wang stated that the additional format changes would be discussed at a future Finance Committee meeting.

- b. Personnel/Policy - The Committee did not meet. No meeting planned.
- c. Physical Plant – Vice President Hummel relayed that the Committee met on April 10<sup>th</sup> to discuss upcoming FY2018-19 projects and current projects. One of the imminent projects is the ADA automatic bathroom doors. The FY2018-19 project list includes curb/sidewalk work, server room repairs/reconfiguration, and security cameras added to the west end of the building. The recording for the meeting had technical issues with the audio. Director Weinstein mentioned that it was due to a problem with the outlet that was used. No future meeting planned.
- d. LLD Strategic Planning - The next meeting is scheduled for May 2<sup>nd</sup>.
- e. Committee of the Whole/Budget - There was a meeting on April 4<sup>th</sup> where the Committee discussed costs associated with the building, operations, insurance, contractual services,

equipment, materials, programs, restricted use, and contingency. The Committee will discuss the second half of the draft budget at a meeting scheduled on April 18<sup>th</sup>.

9. Unfinished Business - None

10. New Business

a. Adopt Resolution 18-01

Trustee Flint recommended that Resolution 18-01 be read, have a mover and a second, and asked if he could read the Resolution. President Fisher concurred. Trustee Flint read aloud Resolution 18-01.

**MOTION:** Trustee Flint moved to adopt Resolution 18-01. Trustee Swistak seconded.

Discussion: Trustee Flint commented on the email issues mentioned in Resolution 18-01 and noted that another improper email was sent after the Resolution was disseminated to Board members. Trustee Flint stated that he wished there was a mention in the Censure about other social media posts made by Secretary Sullivan regarding religion on her Trustee Facebook page.

Vice President Hummel called a Point of Order because the topic was not part of the Resolution. Trustee Bartelli reiterated that the topic was not on the Resolution.

Trustee Flint stated that the Point of Order was improper, but agreed to yield.

Secretary Sullivan asked President Fisher if he had notified the Board that the lawyer said it was "okay" for her to send emails to Trustees. President Fisher did not recall the exact conversation.

Trustee Flint reiterated that broadcast emails to Trustees was wrong and that Library business should be done in full view of the public.

President Fisher called for a vote on the motion.

Roll Call Vote - Trustee Swistak - Aye, Trustee Flint - Aye, Trustee Hummel - Aye, Trustee Bartelli - Nay, Trustee Wang - Aye, Trustee Sullivan - Nay, Trustee Fisher - Aye. The motion passed.

Discussion:

Trustee Flint stated that posting defamatory, inflammatory, and factually incorrect information on an official Trustee Facebook page was embarrassing, especially because members of the public have spoken to the Board about these inappropriate posts. He wished it was part of the censure resolution. He believes that the public have asked that the Board take a stand on this issue. Vice President Hummel suggested to have a Personnel/Policy Committee meeting to discuss use of the logo as well as other issues that have been discussed in the past year. Trustee Flint commented that a meeting has not been scheduled yet due to strategic plan and budget meetings, however these subjects would be discussed as soon as possible. President Fisher concurred that the Board has a number of meetings on their plate and that as soon as there is an opportunity, the Committee should meet to discuss these topics.

11. Adjourn

**MOTION:** Trustee Swistak moved to adjourn the meeting. Trustee Flint seconded.

Voice Vote - All Aye

The meeting adjourned at 7:59 p.m.

Recorded by

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Chris Knight, Recording Secretary

Approved by the Board of Trustees on May 9, 2018.

Approved by

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Liz Sullivan, Secretary of the Board

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LISLE LIBRARY DISTRICT  
COMMITTEE OF THE WHOLE - BUDGET  
April 18, 2018 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President | Chair  
Thomas Hummel - Vice President  
Longry Wang - Treasurer  
Liz Sullivan - Secretary  
Marjorie Bartelli - Trustee  
Richard Flint - Trustee

Also Present:

Tatiana Weinstein - Director  
Beth McQuillan - Assistant Director  
Ginger Boskelly - Finance Director  
Chris Knight - Recording Secretary

Absent:

Emily Swistak - Trustee

2. Opportunity for visitors to speak

Three visitors addressed the Board. The first visitor challenged the Board to take the Library into the future and to plan for the future. She recommended looking into what other libraries do that LLD doesn't, such as having 3D printing capabilities. She also voiced her concerns about cuts to staff hours/pay and the possible selling of the adjacent lots. She recommended that the Board find other ways to save money, such as using LED bulbs instead of florescent bulbs in the building. She shared a printout of a patron comment that read: I love the Library for the amazing books and librarians.

The second visitor stated that having a good public library increases property values and sees the LLD as an inclusive community center. She stated that she did not advocate a pay-as-you-use system for resources because many residents cannot afford extra charges. She also complimented the friendly staff. She read a letter given to her from another Lisle resident that requested the Library have the most current materials and more of the popular titles and to allocate funds towards books. She concurred with the letter.

The third visitor asked about hours of operation, and whether the Board was considering cutting hours.

3. Approve Minutes of the April 4, 2018 Committee of the Whole Meeting

There was an amendment to the April 4, 2018 Committee of the Whole Meeting minutes:

Correction to Item 3, FY 2018-19 Budget Discussion: *"Treasurer Wang commented that staff-~~lead~~ led programming has been bringing people to the Library."*

**MOTION:** Vice President Hummel moved to approve minutes of the April 4, 2018 Committee of the Whole Meeting as amended. Treasurer Wang seconded.

Voice Vote - All Aye. The motion passed.

4. FY 2018-19 Budget Discussion

Director Weinstein presented the second half of the draft FY 2018-19 Budget that included the following categories: Personnel, Staff and Trustee Development, Building and Maintenance (.02), Special Reserve, and Revenue. Director Weinstein handed out an updated draft and copies of the PowerPoint presentation.

During the presentation, Trustees commented and asked questions about the following topics: Sunday hours, health insurance, Trustee expenses/training, keyless entry, stormwater issues, public PC use, cloud computing, outside book drop, RFID, revenues, database use, document delivery, AV materials, and grants.

Director Weinstein concluded the presentation and summarized the financial calendar for the next few months: adopt working budget in May, Finance Committee meetings in June/July, approve tentative B&A in August, public hearing and adoption of B&A in September, and adopt Levy in November.

Discussion after the presentation:

Secretary Sullivan commented on her notes regarding "straight-lining" projections for the end of year expenses where she estimated a 10% increase from actuals. Director Weinstein explained that it is impractical to simply average expenses across 12 months due to upcoming end of year expenditures such as certain database subscriptions and summer read programming costs. Treasurer Wang concurred with the Director's explanation and stated that the Board's duty was to adopt the budget and the Director's duty was to enable her team to implement the details. Secretary Sullivan suggested that she could not support a 10% increase over actuals. President Fisher pointed out that this FY18/19 draft budget is a truer budget in relation to the actuals and commended the Director and staff for their efforts in this respect. Vice President Hummel mentioned that past operating actuals are lower and that staff have done a good job at budgeting. He also agreed that forecasting some end of year lines may be beneficial in future meetings and concluded by thanking the Director and staff for work on the budget.

President Fisher concluded the meeting by reminding the Committee of upcoming Strategic Planning and Board meetings and thanked the staff for their work on the budget.



5. Adjourn

**MOTION:** Trustee Flint moved to adjourn the meeting. Vice President Hummel seconded.

Voice Vote - All Aye

The meeting adjourned at 8:21 p.m.

Recorded by:

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Chris Knight, Recording Secretary

Approved by the Board of Trustees on May 9, 2018.

Approved by

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Jay Fisher, Committee Chair

## Treasurer's Report as of April 30, 2018

Fund Name	Cash Balance 03/31/18	Cash Receipts this month	Cash Disbursed this month	Cash Balance 04/30/18	Financial Assets % W/ Spec Res	Financial Assets % W/O Spec Res
<b>Corporate</b>	<b>5,457,699.74</b>	<b>25,311.27</b>	<b>307,912.93</b>	<b>5,175,098.08</b>	<b>56.29%</b>	<b>82.19%</b>
<b>Building Maintenance</b>	<b>145,958.38</b>	<b>147.20</b>	<b>2,107.35</b>	<b>143,998.23</b>	<b>1.57%</b>	<b>2.29%</b>
<b>IMRF</b>	<b>389,150.80</b>	<b>578.49</b>	<b>14,889.93</b>	<b>374,839.36</b>	<b>4.08%</b>	<b>5.95%</b>
<b>FICA</b>	<b>206,716.70</b>	<b>237.73</b>	<b>13,202.52</b>	<b>193,751.91</b>	<b>2.11%</b>	<b>3.08%</b>
<b>Working Cash</b>	<b>408,788.06</b>	<b>411.64</b>	<b>0.00</b>	<b>409,199.70</b>	<b>4.45%</b>	<b>6.50%</b>
<b>Subtotals</b>	<b>6,608,313.68</b>	<b>26,686.33</b>	<b>338,112.73</b>	<b>6,296,887.28</b>	<b>68.49%</b>	<b>100.00%</b>
<b>Special Reserve</b>	<b>2,877,354.65</b>	<b>26,964.80</b>	<b>7,405.63</b>	<b>2,896,913.82</b>	<b>31.51%</b>	<b>0.00%</b>
	<b>9,485,668.33</b>	<b>53,651.13</b>	<b>345,518.36</b>	<b>9,193,801.10</b>	<b>100.00%</b>	<b>100.00%</b>

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Treasurer

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Date

4/30/2018

## INVESTMENT ACTIVITY

INTEREST													
Company	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	900.80	900.82	871.85	906.78	883.23	1,004.51	1,072.13	971.67	1,137.56	1,238.51			9,887.86
Ehlers	0.21	1.69	0.85	0.18	0.29	0.47	2.22	2.42	0.53	0.95			9.81
Ehlers-inv interest	1,780.35	6,364.21	7,449.33	4,438.61	7,908.82	3,686.43	1,832.85	7,507.26	5,306.40	4,721.20			50,995.46
MB Financial	529.50	498.28	723.13	759.08	678.59	656.19	565.33	463.19	449.84	401.71			5,724.84
Lisle	51.62	51.64	51.65	50.00	51.68	50.02	51.70	50.05	48.95	99.01			556.32
Lisle CD 2635	86.07	83.12	80.47	83.19	80.53	83.25	83.28	75.25	83.34	80.68			819.18
Lisle CD 2669	253.16	253.45	245.55	254.02	246.11	254.60	254.89	230.47	255.45	247.48			2,495.18
IL Funds	1,059.68	1,110.77	1,120.42	1,183.65	1,166.98	1,318.24	1,451.55	1,368.91	1,644.90	1,801.81			13,226.91
US Bank-9853	30.82	31.85	31.85	30.83	31.85	30.82	31.85	31.85	28.77	31.85			312.34
US Bank-9370-switched to money market									2.13	2.41			4.54
TOTALS	4,692.21	9,295.83	10,575.10	7,706.34	11,048.08	7,084.53	5,345.80	10,701.07	8,957.87	8,625.61	0.00	0.00	84,032.44

INVESTMENTS													
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	
Investment Maturities	150,000.00	325,000.00	405,000.00	0.00	0.00	0.00	55,000.00	157,000.00	0.00	0.00			1,092,000.00
Investment Purchases	155,223.39	334,976.39	411,768.75	0.00	0.00	0.00	63,050.40	170,000.00	0.00	0.00			1,135,018.93
TOTALS	-5,223.39	-9,976.39	-6,768.75	0.00	0.00	0.00	-8,050.40	-13,000.00	0.00	0.00	0.00	0.00	-43,018.93

**Fair Market Value on 4/30/18**

[illegible]

**\$9,193,801.10**

**Lisle Library District**  
**Revenues through 4/30/2018**  
Special Reserve Only

		Current Month Apr, 2018	YTD July - Apr 2017-2018	YTD Jul - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
<b>REVENUES</b>						
<b>INTEREST/ DONATIONS</b>						
70-02-4481-00	Interest Earned - Special Reserve	\$1,964.80	\$14,666.60	\$7,778.95	\$7,000.00	209.52 %
70-04-4587-10	Restricted - Transfer from Corporate F	\$25,000.00	\$250,000.00	\$425,000.00	\$300,000.00	83.33 %
<b>TOTAL INTEREST &amp; CASH DONATION</b>		<b>\$26,964.80</b>	<b>\$264,666.60</b>	<b>\$432,778.95</b>	<b>\$307,000.00</b>	<b>86.21 %</b>
<b>TOTAL REVENUES</b>						
		<b>\$26,964.80</b>	<b>\$264,666.60</b>	<b>\$432,778.95</b>	<b>\$307,000.00</b>	<b>86.21 %</b>

# Lisle Library District

## Revenues through Apr 30 2018

No Special Reserve reflected

		Current Month Apr 2018	YTD July - Apr 2017-2018	YTD July - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
<b>REVENUES</b>						
<b>TAX LEVY</b>						
10-01-4411-00	Tax Levy - Corp.	\$0.00	\$4,379,880.36	\$4,420,646.97	\$4,347,646.00	100.74 %
30-01-4413-00	Tax Levy - .02 Building/Maint.	\$0.00	\$136,387.24	\$121,436.24	\$136,350.00	100.03 %
40-01-4414-00	Tax Levy - IMRF	\$0.00	\$219,747.81	\$222,909.25	\$220,180.00	99.80 %
45-01-4415-00	Tax Levy - FICA	\$0.00	\$174,061.74	\$127,024.59	\$173,720.00	100.20 %
TOTAL TAX LEVY		\$0.00	\$4,910,077.15	\$4,892,017.05	\$4,877,896.00	100.66 %
<b>BACK TAXES</b>						
10-01-4441-00	Back Taxes - Corp.	\$0.00	\$1,227.72	\$18,200.37	\$45,000.00	2.73 %
30-01-4443-00	Back Taxes - .02 Building/Maint	\$0.00	\$38.50	\$431.45	\$0.00	0.00 %
40-01-4444-00	Back Taxes - IMRF	\$0.00	\$62.56	\$1,165.66	\$0.00	0.00 %
45-01-4445-00	Back Taxes - FICA	\$0.00	\$49.27	\$886.66	\$0.00	0.00 %
TOTAL BACK TAXES		\$0.00	\$1,378.05	\$20,684.14	\$45,000.00	3.06 %
<b>PERSONAL PROPERTY REPLACEMENT TAX</b>						
10-01-4461-00	Personal Property Repl. Tax - Corp	\$3,225.73	\$12,073.23	\$15,714.68	\$11,000.00	109.76 %
40-01-4462-00	Personal Property Repl. Tax - IMRF	\$186.17	\$696.78	\$896.61	\$600.00	116.13 %
45-01-4463-00	Personal Property Repl. Tax - FICA	\$29.25	\$109.48	\$140.87	\$100.00	109.48 %
TOTAL PERSONAL PROPERTY REPLACEMENT TAX		\$3,441.15	\$12,879.49	\$16,752.16	\$11,700.00	110.08 %
<b>INTEREST INCOME</b>						
10-02-4472-00	Interest Earned - Corp	(\$3,546.98)	\$4,858.13	\$26,438.01	\$30,000.00	16.19 %
30-02-4474-00	Interest Earned - .02 B/M	\$147.20	\$1,417.38	\$891.88	\$1,000.00	141.74 %
40-02-4475-00	Interest Earned - IMRF	\$392.32	\$3,796.10	\$1,248.63	\$1,200.00	316.34 %
45-02-4476-00	Interest Earned - FICA	\$208.48	\$2,124.28	\$1,281.08	\$1,200.00	177.02 %
80-02-4482-00	Interest Earned - Working Cash	\$411.64	\$3,695.91	\$3,081.03	\$3,000.00	123.20 %
TOTAL INTEREST INCOME		(\$2,387.34)	\$15,891.80	\$32,940.63	\$36,400.00	43.66 %
<b>DESK INCOME</b>						
10-03-4531-00	Lost Books - Adult	\$210.08	\$2,782.91	\$4,062.33	\$4,000.00	69.57 %

**Lisle Library District**  
**Revenues through Apr 30 2018**  
No Special Reserve reflected

	Current Month Apr 2018	YTD July - Apr 2017-2018	YTD July - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-03-4536-00 Non-Resident Fees	\$0.00	\$0.00	\$959.83	\$500.00	0.00 %
10-03-4540-00 Fines - Main Circ Desk	\$3,213.09	\$36,346.94	\$38,402.20	\$40,000.00	90.87 %
<b>TOTAL DESK INCOME</b>	<b>\$3,423.17</b>	<b>\$39,129.85</b>	<b>\$43,424.36</b>	<b>\$44,500.00</b>	<b>87.93 %</b>
<b>UNRESTRICTED INCOME</b>					
10-03-4550-00 Gifts - Unrestricted Corp	\$0.00	\$96.50	\$485.00	\$0.00	0.00 %
10-04-4562-00 Gifts-book purchases	\$0.00	\$90.00	\$0.00	\$0.00	0.00 %
10-04-4573-00 Copier Income	\$77.70	\$924.50	\$1,410.21	\$1,200.00	77.04 %
10-04-4583-00 Per Capita Grant	\$22,131.65	\$22,131.65	\$0.00	\$0.00	0.00 %
10-04-4584-00 Other Income - Corp.	\$0.00	\$3,729.87	\$580.22	\$1,000.00	372.99 %
<b>TOTAL UNRESTRICTED INCOME</b>	<b>\$22,209.35</b>	<b>\$26,972.52</b>	<b>\$2,475.43</b>	<b>\$2,200.00</b>	<b>1,226.02 %</b>
<b>TOTAL REVENUES</b>	<b>\$26,686.33</b>	<b>\$5,006,328.86</b>	<b>\$5,008,293.77</b>	<b>\$5,017,696.00</b>	<b>99.77 %</b>

**Lisle Library District**  
**Expenses through Apr 30 2018**  
Special Reserve Only

	Cur Mth Apr 2018	YTD July - Apr 2017-2018	YTD July - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
SPECIAL RESERVE EXPENSES					
RENTAL, MAINT AND EQUIP EXPENSES					
70-20-5660-00 Maint/Repairs-Bldg Structure (Spec R	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00 %
70-65-5671-00 Furniture & Equipment (Spec Res)	\$7,405.63	\$7,405.63	\$0.00	\$100,000.00	7.41 %
70-65-5674-00 Consulting	\$0.00	\$26,647.44	\$13,613.00	\$50,000.00	53.29 %
TOTAL RENTAL, MAINT AND EQUIP EXPENSES	\$7,405.63	\$34,053.07	\$13,613.00	\$180,000.00	18.92 %
RENOVATION COSTS					
70-65-5861-00 Interior Renovation (Spec Res)	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
TOTAL RENOVATION COSTS	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00 %
TOTAL SPECIAL RESERVE EXPENSES	\$7,405.63	\$34,053.07	\$13,613.00	\$190,000.00	17.92 %



# Lisle Library District

## Expenses through Apr 30, 2018

No Special Reserve reflected

	Current Month Apr 2018	YTD July - Apr 2017-2018	YTD July - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
<b>ALL EXPENSES</b>					
<b>EMPLOYEE COSTS</b>					
Salaries					
10-10-5603-10					
Administrative - Reg. Hours	\$41,530.33	\$386,264.63	\$383,092.23	\$508,961.08	75.89 %
10-10-5603-20					
Adult Services - Reg. Hours	\$43,353.98	\$413,887.16	\$412,106.55	\$529,222.36	78.21 %
10-10-5603-30					
Youth Services - Reg. Hours	\$28,581.77	\$258,827.89	\$256,451.32	\$357,007.29	72.50 %
10-10-5603-50					
Technical Services - Reg. Hours	\$21,826.19	\$209,937.92	\$240,881.43	\$268,861.76	78.08 %
10-10-5603-60					
Circulation - Reg. Hours	\$38,337.32	\$367,796.38	\$368,575.64	\$481,779.21	76.34 %
10-10-5613-10					
Administrative - Sunday Hrs.	\$372.66	\$4,802.43	\$4,945.84	\$6,200.00	77.46 %
10-10-5613-20					
Adult Services - Sunday Hrs.	\$1,713.57	\$18,988.67	\$17,312.62	\$23,400.00	81.15 %
10-10-5613-30					
Youth Services - Sunday Hrs.	\$1,057.96	\$12,482.74	\$11,711.33	\$16,000.00	78.02 %
10-10-5613-60					
Circulation - Sunday Hrs.	\$1,893.08	\$24,658.60	\$24,715.48	\$29,400.00	83.87 %
Total Salaries	\$178,666.86	\$1,697,646.42	\$1,719,792.44	\$2,220,831.70	76.44 %
<b>Health and Dental Ins.</b>					
10-10-5621-10					
Hosp. Ins. - Admin	\$5,397.59	\$45,570.56	\$31,976.84	\$60,000.00	75.95 %
10-10-5621-20					
Hosp. Ins. - Adult Serv.	\$7,618.38	\$75,150.21	\$63,893.88	\$100,000.00	75.15 %
10-10-5621-30					
Hosp. Ins. - YS	\$3,595.13	\$36,315.69	\$30,837.84	\$60,000.00	60.53 %
10-10-5621-50					
Hosp. Ins. - Tech	\$3,105.74	\$30,182.51	\$39,459.58	\$38,000.00	79.43 %
10-10-5621-60					
Hosp. Ins. - Circ	\$4,530.82	\$45,595.76	\$35,869.70	\$47,000.00	97.01 %
10-10-5622-10					
Dental Ins. - Admin.	\$263.40	\$3,136.23	\$2,458.14	\$4,600.00	68.18 %
10-10-5622-20					
Dental Ins. - Adult Serv	\$549.19	\$6,097.21	\$4,486.27	\$7,000.00	87.10 %
10-10-5622-30					
Dental Ins. - YS	\$191.71	\$1,652.80	\$1,494.19	\$2,600.00	63.57 %
10-10-5622-50					
Dental Ins. - Tech	\$297.70	\$2,506.37	\$1,782.59	\$2,500.00	100.25 %
10-10-5622-60					
Dental Ins. - Circ	\$318.40	\$3,621.31	\$2,569.85	\$3,300.00	109.74 %
Total Health & Dental Ins.	\$25,868.06	\$249,828.65	\$214,828.88	\$325,000.00	76.87 %
<b>Other Staff Benefits</b>					
10-10-5646-00					
5646 Unemployment Compensat	\$1,250.50	\$1,513.82	(\$606.25)	\$4,000.00	37.85 %
10-10-5646-10					
Tuition Reimbursement - Staff	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00 %
10-10-5623-00					
ComPsych Assistance Plan	\$0.00	\$288.60	\$0.00	\$1,000.00	28.86 %

# Lisle Library District

## Expenses through Apr 30, 2018

No Special Reserve reflected

	Current Month Apr 2018	YTD July - Apr 2017-2018	YTD July - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
Total Other Staff Benefits	\$1,250.50	\$1,802.42	(\$606.25)	\$7,000.00	25.75 %
FICA Expenses					
45-10-5625-10 FICA Expense - Admin	\$3,124.44	\$28,674.17	\$29,160.23	\$40,000.00	71.69 %
45-10-5625-20 FICA Expense - Adult Serv.	\$3,230.31	\$31,451.16	\$32,103.49	\$41,000.00	76.71 %
45-10-5625-30 FICA Expense - Youth Services	\$2,251.13	\$20,677.52	\$20,454.46	\$29,393.63	70.35 %
45-10-5625-50 FICA Expense - Tech Servs.	\$1,601.14	\$15,364.52	\$17,396.47	\$21,500.00	71.46 %
45-10-5625-60 FICA Expense - Circulation	\$2,995.50	\$29,225.05	\$29,266.02	\$38,000.00	76.91 %
Total FICA Expenses	\$13,202.52	\$125,392.42	\$128,380.67	\$169,893.63	73.81 %
IMRF Expenses					
40-10-5628-10 IMRF Expense - Admin	\$3,673.29	\$35,123.14	\$36,705.75	\$51,000.00	68.87 %
40-10-5628-20 IMRF Expense - Adult Servs	\$4,204.78	\$42,184.37	\$45,262.83	\$54,000.00	78.12 %
40-10-5628-30 IMRF Expense - Youth Services	\$2,415.29	\$23,194.52	\$20,685.30	\$37,000.00	62.69 %
40-10-5628-50 IMRF Expense - Tech Servs.	\$1,913.23	\$19,547.98	\$24,571.63	\$27,000.00	72.40 %
40-10-5628-60 IMRF Expense - Circulation	\$2,683.34	\$26,818.83	\$31,207.85	\$48,419.42	55.39 %
Total IMRF Expenses	\$14,889.93	\$146,868.84	\$158,433.36	\$217,419.42	67.55 %
TOTAL EMPLOYEE COSTS	\$233,877.87	\$2,221,538.75	\$2,220,829.10	\$2,940,144.75	75.56 %
BUILDING COSTS					
Utilities					
10-20-5650-00 Internet Service Provider	\$450.00	\$4,050.00	\$5,012.40	\$6,600.00	61.36 %
10-20-5651-00 INet	\$0.00	\$1,810.00	\$1,810.00	\$1,810.00	100.00 %
10-20-5652-00 Utilities - Phone	\$720.28	\$5,803.27	\$6,509.96	\$7,800.00	74.40 %
10-20-5653-00 Utilities - Gas	\$592.32	\$4,778.51	\$5,583.17	\$7,000.00	68.26 %
10-20-5654-00 Utilities - Sewer & Water	\$286.22	\$1,970.00	\$1,958.78	\$2,750.00	71.64 %
10-20-5655-00 Utilities - Electric	\$3,937.89	\$37,517.22	\$36,283.49	\$48,700.00	77.04 %
10-20-5656-00 Verizon	\$50.08	\$450.72	\$450.72	\$680.00	66.28 %
Total Utilities	\$6,036.79	\$56,379.72	\$57,608.52	\$75,340.00	74.83 %
Maintenance and Repairs					

# Lisle Library District

## Expenses through Apr 30, 2018

No Special Reserve reflected

	Current Month Apr 2018	YTD July - Apr 2017-2018	YTD July - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-20-5660-00	\$1,200.00	\$4,800.00	\$6,082.83	\$5,500.00	87.27 %
10-20-5661-00	\$4,747.00	\$25,840.95	\$24,792.00	\$36,750.00	70.32 %
10-20-5662-00	\$750.00	\$27,316.90	\$29,286.90	\$34,000.00	80.34 %
10-20-5663-00	\$515.06	\$7,771.20	\$5,700.81	\$8,000.00	97.14 %
10-20-5664-00	\$2,017.63	\$15,781.28	\$15,070.97	\$18,000.00	87.67 %
10-20-5665-00	\$179.09	\$1,790.90	\$1,790.90	\$2,500.00	71.64 %
Total Maintenance and Repairs	\$9,408.78	\$83,301.23	\$82,724.41	\$104,750.00	79.52 %
TOTAL BUILDING COSTS	\$15,445.57	\$139,680.95	\$140,332.93	\$180,090.00	77.56 %
OPERATING EXPENSES					
Postage and Printing					
10-25-5710-00	\$963.99	\$3,369.24	\$1,651.62	\$4,500.00	74.87 %
10-25-5710-10	\$2,170.00	\$13,062.17	\$21,695.81	\$26,400.00	49.48 %
10-25-5711-00	\$0.00	\$4,792.89	\$5,500.33	\$8,500.00	56.39 %
10-25-5712-00	\$0.00	\$620.19	\$1,025.28	\$1,000.00	62.02 %
Total Postage and Printing	\$3,133.99	\$21,844.49	\$29,873.04	\$40,400.00	54.07 %
Supplies					
10-25-5713-00	\$459.66	\$3,133.69	\$2,508.23	\$5,000.00	62.67 %
10-25-5714-00	\$1,638.08	\$4,506.11	\$3,048.20	\$9,080.00	49.63 %
10-25-5715-00	\$0.00	\$884.70	\$1,262.24	\$2,500.00	35.39 %
10-25-5716-00	\$453.16	\$4,286.58	\$4,753.45	\$6,500.00	65.95 %
10-25-5717-00	\$2,839.27	\$15,442.38	\$21,187.58	\$27,500.00	56.15 %
10-25-5718-00	\$130.23	\$9,133.74	\$10,792.44	\$13,500.00	67.66 %
Total Supplies	\$5,520.40	\$37,387.20	\$43,552.14	\$64,080.00	58.34 %
Other Operating Costs					
10-25-5719-00	\$0.00	\$746.35	\$657.80	\$2,000.00	37.32 %
10-25-5722-15	\$0.00	\$50.00	\$50.00	\$150.00	33.33 %
10-25-5723-00	\$0.00	\$0.00	\$0.00	\$250.00	0.00 %
10-25-5723-15	\$209.03	\$1,724.31	\$1,145.39	\$1,000.00	172.43 %

# Lisle Library District

## Expenses through Apr 30, 2018

No Special Reserve reflected

	Current Month Apr 2018	YTD July - Apr 2017-2018	YTD July - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-25-5724-15 Local Travel	\$26.60	\$394.49	\$189.87	\$700.00	56.36 %
Total Other Operating Costs	\$235.63	\$2,915.15	\$2,043.06	\$4,100.00	71.10 %
<b>TOTAL OPERATING EXPENSES</b>	<b>\$8,890.02</b>	<b>\$62,146.84</b>	<b>\$75,468.24</b>	<b>\$108,580.00</b>	<b>57.24 %</b>
<b>INSURANCE</b>					
10-30-5750-00 Fidelity Bonds	\$0.00	\$2,400.00	\$0.00	\$2,500.00	96.00 %
10-30-5751-00 Property Damage (All-Peril)	\$0.00	\$25,820.36	\$23,568.00	\$25,000.00	103.28 %
10-30-5754-00 5754 Workers Comp Insurance	\$51.00	\$8,606.00	\$5,290.00	\$5,400.00	159.37 %
<b>TOTAL INSURANCE</b>	<b>\$51.00</b>	<b>\$36,826.36</b>	<b>\$28,858.00</b>	<b>\$32,900.00</b>	<b>111.93 %</b>
<b>CONTRACTUAL SERVICES</b>					
10-35-5760-00 Legal Services - Admin	\$1,057.50	\$5,782.50	\$9,466.25	\$25,000.00	23.13 %
10-35-5761-00 Collection Agency	\$26.85	\$420.65	\$447.40	\$700.00	60.09 %
10-35-5762-00 Other Contr Services - Admin	\$0.00	\$1,073.00	\$850.00	\$3,500.00	30.66 %
10-35-5763-00 Other Contractual Services-Tech	\$432.00	\$24,597.16	\$21,157.77	\$25,000.00	98.39 %
10-35-5764-10 Other Contractual Services - IS	\$0.00	\$1,025.00	\$1,025.00	\$4,500.00	22.78 %
10-35-5765-10 Investment Agency Consultants	\$574.66	\$5,086.09	\$4,106.60	\$7,000.00	72.66 %
10-35-5769-00 Acct Maint & Upgrades	\$0.00	\$9,818.12	\$0.00	\$7,937.00	123.70 %
10-35-5770-00 5770 Contractual - Audit Fee	\$0.00	\$8,250.00	\$8,000.00	\$8,250.00	100.00 %
10-35-5771-00 Payroll Service	\$513.44	\$6,245.42	\$5,742.12	\$7,700.00	81.11 %
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$2,604.45</b>	<b>\$62,297.94</b>	<b>\$50,795.14</b>	<b>\$89,587.00</b>	<b>69.54 %</b>
<b>PERSONNEL DEVELOPMENT</b>					
Staff & Trustee Development					
10-40-5783-00 Dues - Staff	\$350.00	\$5,106.00	\$4,254.00	\$5,400.00	94.56 %
10-40-5784-00 Meetings - Staff	\$92.85	\$1,049.91	\$1,361.01	\$2,500.00	42.00 %
10-40-5785-00 Conferences - Staff	\$1,654.14	(\$834.94)	\$6,990.82	\$15,000.00	(5.57)%
10-40-5786-00 Employee/Volunteer Recognition	\$0.00	\$717.42	\$966.07	\$2,000.00	35.87 %
10-40-5787-00 In-Service	\$0.00	\$1,777.41	\$1,287.95	\$3,000.00	59.25 %
10-40-5788-00 Training (Cont Ed) - Staff	\$0.00	\$484.00	\$1,231.58	\$2,200.00	22.00 %
10-45-5786-70 Dues - Trustee	\$225.00	\$525.00	\$0.00	\$525.00	100.00 %

# Lisle Library District

## Expenses through Apr 30, 2018

No Special Reserve reflected

	Current Month Apr 2018	YTD July - Apr 2017-2018	YTD July - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
10-45-5787-70	\$0.00	\$300.00	\$350.00	\$500.00	60.00 %
10-45-5788-70	\$0.00	\$205.00	\$352.25	\$500.00	41.00 %
10-45-5789-70	\$0.00	\$500.00	\$0.00	\$500.00	100.00 %
Total Staff & Trustee Development	\$2,321.99	\$9,829.80	\$16,793.68	\$32,125.00	30.60 %
TOTAL PERSONNEL DEVELOPMENT	\$2,321.99	\$9,829.80	\$16,793.68	\$32,125.00	30.60 %
EQUIPMENT COSTS					
Major Equipment					
10-48-5801-10	\$0.00	\$48,299.07	\$44,607.07	\$47,100.00	102.55 %
10-48-5802-00	\$0.00	\$0.00	\$455.64	\$0.00	0.00 %
10-48-5802-20	\$0.00	\$0.00	\$331.84	\$0.00	0.00 %
10-48-5802-50	\$0.00	\$0.00	\$365.99	\$0.00	0.00 %
10-48-5802-60	\$0.00	\$0.00	\$462.80	\$0.00	0.00 %
Total Major Equipment	\$0.00	\$48,299.07	\$46,223.34	\$47,100.00	102.55 %
Minor Equipment					
10-48-5823-10	\$0.00	\$472.80	\$0.00	\$700.00	67.54 %
10-48-5823-15	\$0.00	\$0.00	\$41.90	\$0.00	0.00 %
10-48-5823-20	\$0.00	\$622.48	\$45.90	\$700.00	88.93 %
10-48-5823-30	\$0.00	\$755.09	\$94.75	\$700.00	107.87 %
10-48-5823-50	\$0.00	\$776.58	\$157.84	\$700.00	110.94 %
10-48-5823-60	\$0.00	\$242.78	\$81.33	\$700.00	34.68 %
Total Minor Equipment	\$0.00	\$2,869.73	\$421.72	\$3,500.00	81.99 %
Equip Maint/Repairs & Rentals					
10-48-5843-00	\$824.00	\$824.00	\$1.00	\$800.00	103.00 %
10-48-5845-00	\$1,917.84	\$13,759.54	\$13,055.43	\$19,150.00	71.85 %
10-48-5846-00	\$0.00	\$1,076.13	\$248.23	\$1,000.00	107.61 %
10-48-5846-20	\$0.00	\$0.00	\$7,520.49	\$0.00	0.00 %
Total Equip Maint/Repairs & Rentals	\$2,741.84	\$15,659.67	\$20,825.15	\$20,950.00	74.75 %

# Lisle Library District

## Expenses through Apr 30, 2018

No Special Reserve reflected

	Current Month Apr 2018	YTD July - Apr 2017-2018	YTD July - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
TOTAL EQUIPMENT COSTS	\$2,741.84	\$66,828.47	\$67,470.21	\$71,550.00	93.40 %
LIBRARY MEDIA					
Books					
10-50-5863-20 Literacy/ESL	\$75.16	\$5,540.28	\$3,703.09	\$10,000.00	55.40 %
10-50-5863-30 Books - Youth Serv. Dept.	\$3,817.94	\$46,511.92	\$38,793.00	\$51,000.00	91.20 %
10-50-5863-50 Books - Tech Serv. Dept.	\$0.00	\$78.00	\$0.00	\$500.00	15.60 %
10-50-5864-10 Books - Non Fiction	\$7,295.70	\$57,498.32	\$57,050.91	\$82,000.00	70.12 %
10-50-5865-10 Books - Adult Fiction	\$6,207.80	\$51,808.90	\$50,222.01	\$65,000.00	79.71 %
10-50-5866-20 Business Ref Supplements	\$0.00	\$0.00	\$5,923.80	\$0.00	0.00 %
10-50-5867-20 Ref Books - Adult Serv. Dept.	\$8,324.14	\$21,774.54	\$16,736.09	\$24,000.00	90.73 %
Total Books	\$25,720.74	\$183,211.96	\$172,428.90	\$232,500.00	78.80 %
Databases					
10-50-5869-20 Internet Licensed DBases	\$11,352.60	\$107,140.22	\$95,335.79	\$126,500.00	84.70 %
10-50-5872-10 Dbases - Professional	\$0.00	\$10,263.84	\$3,088.57	\$10,000.00	102.64 %
10-50-5873-30 Dbases - Youth Serv. Dept.	\$0.00	\$12,259.70	\$7,843.00	\$12,500.00	98.08 %
Total Databases	\$11,352.60	\$129,663.76	\$106,267.36	\$149,000.00	87.02 %
Audio-Visual Materials					
10-50-5890-30 A-V Matls - Youth Serv. Dept.	\$528.68	\$11,175.62	\$12,449.72	\$18,000.00	62.09 %
10-50-5895-40 A-V Matls - Adult Serv. Dept.	\$5,265.04	\$70,485.73	\$69,222.30	\$95,000.00	74.20 %
Total Audio-Visual Materials	\$5,793.72	\$81,661.35	\$81,672.02	\$113,000.00	72.27 %
Periodicals/Doc Delivery					
10-50-5900-20 Periodicals - Adult Serv. Dept.	\$119.53	\$36,941.83	\$41,645.34	\$42,620.00	86.68 %
10-50-5900-30 Periodicals - Youth Serv. Dept.	\$0.00	\$683.39	\$665.64	\$1,000.00	68.34 %
10-50-5900-80 Periodicals - Prof. Collections	\$0.00	\$3,967.46	\$3,378.44	\$5,000.00	79.35 %
10-50-5871-20 Document Delivery	\$20.25	\$20,848.54	\$20,423.08	\$22,000.00	94.77 %
Total Periodicals/Doc Delivery	\$139.78	\$62,441.22	\$66,112.50	\$70,620.00	88.42 %
TOTAL LIBRARY MEDIA	\$43,006.84	\$456,978.29	\$426,480.78	\$565,120.00	80.86 %

# Lisle Library District

## Expenses through Apr 30, 2018

No Special Reserve reflected

	Current Month Apr 2018	YTD July - Apr 2017-2018	YTD July - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
<b>PROGRAMS AND READER'S SERVICES</b>					
Programs					
10-60-5931-10 Programs - Adult Services	\$659.41	\$12,550.61	\$8,755.14	\$16,000.00	78.44 %
10-60-5931-30 Programs - Youth Serv. Dept.	\$464.88	\$5,623.93	\$6,460.89	\$11,000.00	51.13 %
10-60-5931-40 Online Marketing	\$14.51	\$1,542.48	\$466.33	\$2,000.00	77.12 %
10-60-5931-50 Community Relations	\$11.00	\$4,146.51	\$1,930.14	\$6,000.00	69.11 %
Total Programs	\$1,149.80	\$23,863.53	\$17,612.50	\$35,000.00	68.18 %
Readers Service's					
10-60-5940-10 Reader Services - Adult Serv. De	\$0.00	\$168.56	\$772.02	\$2,000.00	8.43 %
10-60-5940-30 Reader Services - Youth Serv. D	\$300.00	\$2,674.36	\$2,927.27	\$5,300.00	50.46 %
Total Readers Services's	\$300.00	\$2,842.92	\$3,699.29	\$7,300.00	38.94 %
TOTAL PROGRAMS AND READER'S SERVICES	\$1,449.80	\$26,706.45	\$21,311.79	\$42,300.00	63.14 %
<b>RESTRICTED USAGE EXPENSES</b>					
10-80-5981-80 Restricted - Per Capita Grant	\$0.00	\$0.00	\$7,558.01	\$0.00	0.00 %
10-80-5984-80 Transfer to Special Reserve	\$25,000.00	\$250,000.00	\$425,000.00	\$300,000.00	83.33 %
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	\$450,000.00	\$632,558.01	\$500,000.00	90.00 %
<b>.02 BLDG/MAINT EXPENSES</b>					
30-65-5920-00 Network - Purchases (.02 B/M)	\$429.11	\$6,999.07	\$36,877.20	\$50,000.00	14.00 %
30-65-5925-00 Network - Maint. (.02 B/M)	\$1,678.24	\$18,522.41	\$39,863.74	\$30,000.00	61.74 %
30-65-5926-00 Maint - Bldg Structure (.02 B/M)	\$0.00	\$33,925.58	\$31,007.98	\$57,000.00	59.52 %
Total .02 BLDG/MAINT EXPENSES	\$2,107.35	\$59,447.06	\$107,748.92	\$137,000.00	43.39 %
<b>CONTINGENCY</b>					
10-90-5999-00 Contingency	\$616.00	\$1,116.00	\$0.00	\$75,000.00	1.49 %
Total	\$616.00	\$1,116.00	\$0.00	\$75,000.00	1.49 %

**Lisle Library District**  
**Expenses through Apr 30, 2018**  
 No Special Reserve reflected

Current Month Apr 2018	YTD July - Apr 2017-2018	YTD July - Apr 2016-2017	FY 17-18 Annual Budget	FY 17-18 % of Budget to YTD
\$338,112.73	\$3,593,396.91	\$3,788,646.80	\$4,774,396.75	75.26 %

TOTAL ALL EXPENSES



# Lisle Library District

## Accounts Payable for May 9, 2018

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	5/9/2018 28263	Adult Registration Cards Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$182.10
<b>Anderson Pest Solutions</b> Anderson Pest Solutions	5/9/2018 4698731	Service - April 2018 Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$141.00
					<i>Totals for Allegra Print &amp; Imaging:</i>	<u>\$182.10</u>
<b>Baker &amp; Taylor (L4171582)</b> Baker & Taylor (L4171582)	5/9/2018 043018	Audio Books & Processing Invoice	Paid	10-50-5895-40 10-25-5717-00	A-V Mats - Adult Serv. Dept. Processing Supplies	\$1,008.06 \$122.20
					<i>Totals for Anderson Pest Solutions:</i>	<u>\$141.00</u>
<b>Baker &amp; Taylor (C5223353)</b> Baker & Taylor (C5223353)	5/9/2018 043018	Continuations Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv. Dept.	\$288.54
					<i>Totals for Baker &amp; Taylor (L4171582):</i>	<u>\$1,130.26</u>
<b>Baker &amp; Taylor (C5223433)</b> Baker & Taylor (C5223433)	5/9/2018 043018	Continuations Invoice	Paid	10-50-5864-10	Books - Non Fiction	\$618.04
					<i>Totals for Baker &amp; Taylor (C5223353):</i>	<u>\$288.54</u>
<b>Baker &amp; Taylor (L0334152)</b> Baker & Taylor (L0334152)	5/9/2018 043018	Circ & Processing Invoice	Paid	10-50-5864-10 10-25-5717-00	Books - Non Fiction Processing Supplies	\$7,908.41 \$279.70
					<i>Totals for Baker &amp; Taylor (C5223433):</i>	<u>\$618.04</u>
<b>Baker &amp; Taylor (L3965522)</b> Baker & Taylor (L3965522)	5/9/2018 043018	Unprocessed Invoice	Paid	10-50-5864-10	Books - Non Fiction	\$18.08
					<i>Totals for Baker &amp; Taylor (L0334152):</i>	<u>\$8,188.11</u>
<b>Baker &amp; Taylor (L4171782)</b> Baker & Taylor (L4171782)					<i>Totals for Baker &amp; Taylor (L3965522):</i>	<u>\$18.08</u>

# Lisle Library District

## Accounts Payable for May 9, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Baker & Taylor (L4171782)	5/9/2018 043018	Auto Yours & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv. Dept. Processing Supplies	\$167.11 \$1.80
<b>Baker &amp; Taylor (L4342812)</b>					<i>Totals for Baker &amp; Taylor (L4171782):</i>	<i>\$168.91</i>
Baker & Taylor (L4342812)	5/9/2018 043018	Books - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv. Dept. Processing Supplies	\$764.78 \$25.55
<b>Baker &amp; Taylor (L5202982)</b>					<i>Totals for Baker &amp; Taylor (L4342812):</i>	<i>\$790.33</i>
Baker & Taylor (L5202982)	5/9/2018 043018	PBS & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$175.09 \$42.55
<b>Baker &amp; Taylor (L5226642)</b>					<i>Totals for Baker &amp; Taylor (L5202982):</i>	<i>\$217.64</i>
Baker & Taylor (L5226642)	5/9/2018 043018	Reference Books & Processi Invoice	Paid	10-50-5867-20 10-25-5717-00	Ref Books - Adult Serv. Dept. Processing Supplies	\$657.39 \$5.85
<b>Baker &amp; Taylor (L5425632)</b>					<i>Totals for Baker &amp; Taylor (L5226642):</i>	<i>\$663.24</i>
Baker & Taylor (L5425632)	5/9/2018 043018	Book - YS & Processing Invoice	Paid	10-50-5863-30 10-25-5717-00	Books - Youth Serv. Dept. Processing Supplies	\$1,952.83 \$97.65
<b>Baker &amp; Taylor (L5543202)</b>					<i>Totals for Baker &amp; Taylor (L5425632):</i>	<i>\$2,050.48</i>
Baker & Taylor (L5543202)	5/9/2018 043018	Books - Fiction & Processing Invoice	Paid	10-50-5865-10 10-25-5717-00	Books - Adult Fiction Processing Supplies	\$7,212.00 \$312.20
<b>Bear Landscape Group</b>					<i>Totals for Baker &amp; Taylor (L5543202):</i>	<i>\$7,524.20</i>
Bear Landscape Group	5/9/2018 4398	Landscape April 2018 Invoice	Paid	10-20-5662-00	Maint Contr. - Landscape Serv.	\$969.38
<b>Steve Belliveau</b>					<i>Totals for Bear Landscape Group:</i>	<i>\$969.38</i>
Steve Belliveau	5/9/2018 062018	SRP Performer Invoice	Paid	10-60-5940-30	Reader Services - Youth Serv. Dept.	\$400.00

# Lisle Library District

## Accounts Payable for May 9, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Best Buy Business Advantage Account</b>						
Best Buy Business Advantage Account	5/9/2018 3218539	Shredder Invoice	Paid	10-25-5713-00	Office Supplies	\$658.03
<b>Mallory Caise</b>						
Mallory Caise	5/9/2018 040918	TAB Supplies Invoice	Paid	10-60-5940-30	Reader Services - Youth Serv. Dept.	\$54.85
<b>Mark Cappelli</b>						
Mark Cappelli	5/9/2018 5130	Piano Tuning Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$85.00
<b>Case Lots, Inc.</b>						
Case Lots, Inc.	5/9/2018 001352	Misc. Janitorial Supplies Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$284.80
<b>CDW Government</b>						
CDW Government	5/9/2018 MGK2298	Network Printers Tech, Circ & Invoice	Paid	30-65-5920-00	Network - Purchases (.02 B/M)	\$2,411.79
<b>Cheesie's Pub &amp; Grub</b>						
Cheesie's Pub & Grub XX-XXX9877	5/9/2018 060218	SRP - Food Truck Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$1,025.00
<b>Chicago Metropolitan Fire Prevention Co.</b>						
Chicago Metropolitan Fire Prevention Co.	5/9/2018 IN00181805	Fire Extinguisher Inspection & Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$570.75

## Lisle Library District Accounts Payable for May 9, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
	5/9/2018 IN00183726	Fire Monitoring Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$160.50
	5/9/2018 IN00184795	Backflow Testing Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$466.80
	5/9/2018 IN00184789	Fire Alarm Sensitivity Test Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$809.50
	5/9/2018 IN00184791	Fire Alarm Testing Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$492.00
	5/9/2018 IN00184790	Sprinkler Inspection Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$262.00
	<b>Totals for Chicago Metropolitan Fire Prevention Co.:</b>					<b>\$2,761.55</b>
<b>Compact Disc Source</b> Compact Disc Source	5/9/2018 75261	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$372.38
	5/9/2018 75262	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$147.13
	5/9/2018 75303	Music CDs Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$318.45
	5/9/2018 75302	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$121.34
<b>Totals for Compact Disc Source:</b>						<b>\$959.30</b>
<b>Complete Cleaning Company</b> Complete Cleaning Company	5/9/2018 C05769	May 18 Cleaning Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	\$2,303.00
	<b>Totals for Complete Cleaning Company:</b>					<b>\$2,303.00</b>
<b>Jean Demas</b> Jean Demas	5/9/2018 041718	LEARN Literacy Spring Mee Invoice	Paid	10-40-5784-00	Meetings - Staff	\$33.92
	<b>Totals for Jean Demas:</b>					<b>\$33.92</b>

## Lisle Library District Accounts Payable for May 9, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Demco, Inc.</b> Demco, Inc.	5/9/2018 6355450	Supplies Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$364.62
	5/9/2018 6360091	Processing Invoice	Paid	10-25-5717-00	Processing Supplies	\$1,103.52
<b>Totals for Demco, Inc.:</b>						<u>\$1,468.14</u>
<b>DeSitter Flooring, Inc.</b> DeSitter Flooring, Inc.	5/9/2018 CG704195	Lobby Carpet Tiles Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$2,903.76
	5/9/2018 CG800427	Floor Mats Invoice	Paid	30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$3,284.70
<b>Totals for DeSitter Flooring, Inc.:</b>						<u>\$6,188.46</u>
<b>Dynegy Energy Services</b> Dynegy Energy Services	5/9/2018 149565718041	Usage Invoice	Paid	10-20-5655-00	Utilities - Electric	\$3,764.44
<b>Totals for Dynegy Energy Services:</b>						<u>\$3,764.44</u>
<b>Ehlers Investment Partners</b> Ehlers Investment Partners	5/9/2018 043018	Consulting Fee Invoice	Paid	10-35-5765-10	Investment Agency Consultants	\$556.38
<b>Totals for Ehlers Investment Partners:</b>						<u>\$556.38</u>
<b>EnvisionWare, INC.</b> EnvisionWare, INC.	5/9/2018 INV-US-35691	Payware - PCI Compliance M Invoice	Paid	30-65-5925-00	Network - Maint (.02 B/M)	\$167.00
<b>Totals for EnvisionWare, INC.:</b>						<u>\$167.00</u>
<b>Pam Freer</b> Pam Freer	5/9/2018 040218	Book Group Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$8.98
<b>Totals for Pam Freer:</b>						<u>\$8.98</u>

## Lisle Library District

### Accounts Payable for May 9, 2018

Vendor Name		Transaction Date		Description		Status	Account Number	Account Description	Amount
Tax Identification Number	Transaction Number	Transaction Type	Transaction memo	Transaction Type	Transaction memo				
Garvey's Office Products	5/9/2018	CM172534	Circ Services Supplies	Credit memo	Applied		10-25-5714-00	Circ. Material Supplies	(\$19.98)
	5/9/2018	PINV1513838	Markers	Invoice	Paid		10-25-5713-00	Office Supplies	\$16.68
	5/9/2018	PINV1515332	Circulation Services Supplies	Invoice	Paid		10-25-5714-00	Circ. Material Supplies	\$67.74
	5/9/2018	PINV1519746	Circ Services Supplies	Invoice	Paid		10-25-5714-00	Circ. Material Supplies	\$29.97
	5/9/2018	PINV1512485	Purell Wipes	Invoice	Paid		10-25-5713-00	Office Supplies	\$35.28
	5/9/2018	PINV1519504	Crafts	Invoice	Paid		10-60-5931-30	Programs - Youth Serv. Dept.	\$122.27
	5/9/2018	PINV1523357	Paper	Invoice	Paid		10-25-5713-00	Office Supplies	\$18.79
	Totals for Garvey's Office Products:								\$270.75
	Gail Graziani								
	5/9/2018	041818	Book Group Supplies	Invoice	Paid		10-60-5931-10	Programs - Adult Services	\$12.98
Totals for Gail Graziani:								\$12.98	
Scott Green									
5/9/2018	061318	SRP Performer	Invoice	Paid		10-60-5940-30	Reader Services - Youth Serv. Dept.	\$450.00	
Totals for Scott Green:								\$450.00	
Hewlett-Packard Company									
5/9/2018	0425476	B&W Printers Pages Printed	Invoice	Paid		10-25-5718-00	Computer Supplies	\$1,236.33	
Totals for Hewlett-Packard Company:								\$1,236.33	
Home Depot Credit Service									

## Lisle Library District Accounts Payable for May 9, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Home Depot Credit Service	5/9/2018 2014124	Lightbulbs Invoice	Paid	10-25-5713-00	Office Supplies	\$53.96
<b>Elizabeth Hopkins</b> Elizabeth Hopkins	5/9/2018 043018	ILA Elevate Program Invoice	Paid	10-40-5785-00	Conferences - Staff	\$194.74
					<i>Totals for Home Depot Credit Service:</i>	<u>\$53.96</u>
<b>Illinois Library Association</b> Illinois Library Association	5/9/2018 147915	Reaching Forward Conference Invoice	Paid	10-40-5785-00	Conferences - Staff	\$300.00
	5/9/2018 145160	Summer Read Banner Invoice	Paid	10-60-5931-50	Community Relations	\$38.60
					<i>Totals for Elizabeth Hopkins:</i>	<u>\$194.74</u>
<b>Impact Networking, LLC</b> Impact Networking, LLC	5/9/2018 1079888	Copy Paper Invoice	Paid	10-25-5715-00	Copier Supplies	\$294.90
					<i>Totals for Illinois Library Association:</i>	<u>\$338.60</u>
<b>JanWay Company</b> JanWay Company	5/9/2018 128870	Non-Woven Tote Bags Invoice	Paid	10-25-5714-00	Circ. Material Supplies	\$730.45
					<i>Totals for Impact Networking, LLC:</i>	<u>\$294.90</u>
<b>Jackie Kilcran</b> Jackie Kilcran	5/9/2018 042718	Mileage Reimbursement Invoice	Paid	10-25-5724-15	Local Travel	\$26.60
					<i>Totals for JanWay Company:</i>	<u>\$730.45</u>
<b>Yolanda Kocemba</b> Yolanda Kocemba	5/9/2018 051918	ESL for You! Class Teacher S Invoice	Paid	10-50-5863-20	Literacy/ESL	\$1,254.00
					<i>Totals for Jackie Kilcran:</i>	<u>\$26.60</u>
					<i>Totals for Yolanda Kocemba:</i>	<u>\$1,254.00</u>

# Lisle Library District

## Accounts Payable for May 9, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Librarica LLC</b> Librarica LLC XX-XXX9228	5/9/2018 204234-106R	Cassie Support License Invoice	Paid	10-35-5763-00	Other Contractual Services-Technology As	\$625.20
<b>LIMRiCC PHIP Health</b> LIMRiCC PHIP Health						<u>Totals for Librarica LLC:</u> <b>\$625.20</b>
<b>John Lynn</b> John Lynn	5/9/2018 Lisle - 31	Comp Psych Invoice	Paid	10-10-5621-10	Hosp. Ins. - Admin	\$577.20
<b>LIMRiCC PHIP Health:</b>						<u>\$577.20</u>
<b>John Lynn</b> John Lynn	5/9/2018 041418	Program: Illinois Bicentennia Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$250.00
<b>Totals for LIMRiCC PHIP Health:</b>						<u>\$577.20</u>
<b>Manufacturers' News, Inc.</b> Manufacturers' News, Inc.	5/9/2018 H36139-00	IL Services Directory Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv. Dept.	\$218.90
<b>Totals for John Lynn:</b>						<u>\$250.00</u>
<b>Midwest Tape (7288)</b> Midwest Tape (7288)	5/9/2018 050118	DVDs/Blu-rays w/Processing Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$3,874.08
<b>Totals for Manufacturers' News, Inc.:</b>						<u>\$218.90</u>
<b>Midwest Tape</b> Midwest Tape	5/9/2018 95965298	Hoopla Monthly Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$3,870.96
<b>Totals for Midwest Tape (7288):</b>						<u>\$3,874.08</u>
<b>Laura Murff</b> Laura Murff	5/9/2018 040318	Reimburse Travel to PLA Invoice	Paid	10-40-5785-00	Conferences - Staff	\$258.00
<b>Totals for Midwest Tape:</b>						<u>\$3,870.96</u>
<b>NCPERS - IL IMRF</b>					<b>Totals for Laura Murff:</b>	<u>\$258.00</u>



## Lisle Library District

### Accounts Payable for May 9, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
NCPERS - IL IMRF	5/9/2018 46020518	Payroll Withholding Invoice	Paid	10-00-2638-00	Vol. Life (NCPERS)	\$96.00
<b>New Albertsons Inc</b> New Albertsons Inc	5/9/2018 031918	Staff Meeting Supplies Invoice	Paid	10-40-5784-00	Meetings - Staff	\$10.42
	5/9/2018 041018	Monday Funday Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$19.22
	5/9/2018 040318	Teen Program Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$51.88
	5/9/2018 041318	G777 Reception Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$50.97
	5/9/2018 041218	Chess Supplies Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$12.58
<b>Outsource Solutions Group, Inc.</b> Outsource Solutions Group, Inc.	5/9/2018 40933	Backup Software Licenses Invoice	Paid	30-65-5925-00	Network - Maint. (.02 B/M)	\$225.00
	5/9/2018 40774	Monthly Server Monitoring - Invoice	Paid	10-35-5763-00	Other Contractual Services-Technology As	\$720.00
<b>OverDrive, Inc.</b> OverDrive, Inc.	5/9/2018 CD0110718056664	Advantage Content Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$1,000.00
	5/9/2018 CD0110718072117	Advantage Titles - April Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$1,000.00
<b>Patriot Electric &amp; Technologies</b>					Totals for OverDrive, Inc.:	\$2,000.00
					Totals for NCPERS - IL IMRF:	\$96.00
					Totals for New Albertsons Inc:	\$145.07
					Totals for Outsource Solutions Group, Inc.:	\$945.00

## Lisle Library District Accounts Payable for May 9, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Patriot Electric & Technologies	5/9/2018 725699	Light Fixture YS Stairwell Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$65.00
<b>Pitney Bowes</b>					<i>Totals for Patriot Electric &amp; Technologies:</i>	<u>\$65.00</u>
Pitney Bowes	5/9/2018 1007196026	Postage Meter Ink Invoice	Paid	10-25-5710-00	Postage	\$64.59
<b>PrintSmart</b>					<i>Totals for Pitney Bowes:</i>	<u>\$64.59</u>
PrintSmart	5/9/2018 32206	Library Week Yard Signs Invoice	Paid	10-60-5931-50	Community Relations	\$1,062.00
<b>ProLiteracy Membership Program</b>					<i>Totals for PrintSmart:</i>	<u>\$1,062.00</u>
ProLiteracy Membership Program	5/9/2018 062918	Membership & Online News Invoice	Paid	10-40-5783-00 10-50-5863-20	Dues - Staff Literacy/ESL	\$39.00 \$129.88
<b>Republic Services</b>					<i>Totals for ProLiteracy Membership Program:</i>	<u>\$168.88</u>
Republic Services	5/9/2018 0551-014006132	Garbage 5/1 - 5/31/18 Invoice	Paid	10-20-5665-00	Rubbish Removal	\$179.09
<b>Will Savage</b>					<i>Totals for Republic Services:</i>	<u>\$179.09</u>
Will Savage	5/9/2018 041818	PJ Storytime Invoice	Paid	10-60-5931-30	Programs - Youth Serv. Dept.	\$6.78
<b>Noelle Spicher</b>					<i>Totals for Will Savage:</i>	<u>\$6.78</u>
Noelle Spicher	5/9/2018 040618	C2E2 Conference and Books Invoice	Paid	10-50-5865-10 10-40-5785-00	Books - Adult Fiction Conferences - Staff	\$199.95 \$55.75
<b>Springfield Greene County Library</b>					<i>Totals for Noelle Spicher:</i>	<u>\$255.70</u>
Springfield Greene County Library	5/9/2018 31492027740101	Replacement Cost ILL Item Invoice	Paid	10-50-5871-20	Document Delivery	\$13.99

## Lisle Library District

### Accounts Payable for May 9, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Staples Advantage</b>						
Staples Advantage	5/9/2018 8049446035	Misc. Office, Kitchen & Jani Invoice	Paid	10-25-5713-00	Office Supplies	\$13.99
				10-25-5716-00	Kitchen Supplies	\$322.48
				10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$132.27
						\$43.54
					<b>Totals for Staples Advantage:</b>	<b>\$498.29</b>
<b>Thyssenkrupp Elevator Corp.</b>						
Thyssenkrupp Elevator Corp.	5/9/2018 5000858768	Elevator Repair Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	\$2,268.80
<b>Toshiba Business Solutions, USA</b>						
Toshiba Business Solutions, USA	5/9/2018 14431682	Copier Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$90.32
					<b>Totals for Thyssenkrupp Elevator Corp.:</b>	<b>\$2,268.80</b>
<b>Triple S Vending</b>						
Triple S Vending	5/9/2018 12177	Water Invoice	Paid	10-25-5716-00	Kitchen Supplies	\$91.00
					<b>Totals for Toshiba Business Solutions, USA:</b>	<b>\$90.32</b>
<b>Unique Management Services, Inc.</b>						
Unique Management Services, Inc.	5/9/2018 460181	Collection Account Submittal Invoice	Paid	10-35-5761-00	Collection Agency	\$8.95
					<b>Totals for Triple S Vending:</b>	<b>\$91.00</b>
<b>Versant Funding LLC</b>						
Versant Funding LLC	5/9/2018 8832312762	Smartshield Licenses for Pub Invoice	Paid	10-35-5763-00	Other Contractual Services-Technology As	\$432.00
					<b>Totals for Unique Management Services, Inc.:</b>	<b>\$8.95</b>
<b>Village of Lisle</b>						
Village of Lisle	5/9/2018 2018ElevatorInsp	Elevator Inspection Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$100.00
					<b>Totals for Versant Funding LLC:</b>	<b>\$432.00</b>

## Lisle Library District Accounts Payable for May 9, 2018

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
<b>Westminster Theological Seminary</b> Westminster Theological Seminary	5/9/2018 3600000227	Shared Internet Access Invoice	Paid	10-20-5650-00	Internet Service Provider	\$450.00
	5/9/2018 042618	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	\$89.96
	<i>Totals for Village of Lisle:</i>					<u>\$639.96</u>
<b>WILLUG</b> WILLUG	5/9/2018 ILL179335443	Replacement Cost of ILL. lte Invoice	Paid	10-50-5871-20	Document Delivery	\$30.97
	<i>Totals for Westminster Theological Seminary:</i>					<u>\$30.97</u>
	5/9/2018 2018-19	Membership Renewal Invoice	Paid	10-40-5783-00	Dues - Staff	\$40.00
<b>David Wyly</b> David Wyly	<i>Totals for WILLUG:</i>					<u>\$40.00</u>
	5/9/2018 060718	Program: Medicare 101 Invoice	Paid	10-60-5931-10	Programs - Adult Services	\$50.00
	<i>Totals for David Wyly:</i>					<u>\$50.00</u>

## Lisle Library District Accounts Payable for May 9, 2018

### Account Summary

Account Number	Description	Net Amount
10-00-2638-00	Vol. Life (NCPERS)	\$96.00
10-10-5621-10	Hosp. Ins. - Admin	\$577.20
10-20-5650-00	Internet Service Provider	\$450.00
10-20-5654-00	Utilities - Sewer & Water	\$89.96
10-20-5655-00	Utilities - Electric	\$3,764.44
10-20-5661-00	Maint Contracts - Maint. Service	\$2,444.00
10-20-5662-00	Maint Contr. - Landscape Serv.	\$969.38
10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	\$328.34
10-20-5664-00	Maint/Repairs-Non Contr. Work	\$2,418.80
10-20-5665-00	Rubbish Removal	\$179.09
10-25-5710-00	Postage	\$64.59
10-25-5713-00	Office Supplies	\$1,105.22
10-25-5714-00	Circ. Material Supplies	\$1,354.90
10-25-5715-00	Copier Supplies	\$294.90
10-25-5716-00	Kitchen Supplies	\$223.27
10-25-5717-00	Processing Supplies	\$2,259.49
10-25-5718-00	Computer Supplies	\$1,236.33
10-25-5724-15	Local Travel	\$26.60
10-35-5761-00	Collection Agency	\$8.95
10-35-5763-00	Other Contractual Services-Technology Asst	\$1,777.20
10-35-5765-10	Investment Agency Consultants	\$556.38
10-40-5783-00	Dues - Staff	\$79.00
10-40-5784-00	Meetings - Staff	\$44.34
10-40-5785-00	Conferences - Staff	\$808.49
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	\$2,951.87
10-50-5863-20	Literacy/ESL	\$1,383.88
10-50-5863-30	Books - Youth Serv. Dept.	\$2,884.72
10-50-5864-10	Books - Non Fiction	\$8,544.53
10-50-5865-10	Books - Adult Fiction	\$7,587.04
10-50-5867-20	Ref Books - Adult Serv. Dept.	\$1,164.83
10-50-5871-20	Document Delivery	\$44.96
10-50-5895-40	A-V Matls - Adult Serv. Dept.	\$11,443.93
10-60-5931-10	Programs - Adult Services	\$1,462.39

# Lisle Library District Accounts Payable for May 9, 2018

10-60-5931-30	Programs - Youth Serv. Dept.	\$148.27
10-60-5931-50	Community Relations	\$1,100.60
10-60-5940-30	Reader Services - Youth Serv. Dept.	\$904.85
30-65-5920-00	Network - Purchases (.02 B/M)	\$2,411.79
30-65-5925-00	Network - Maint. (.02 B/M)	\$392.00
30-65-5926-00	Maint - Bldg Structure (.02 B/M)	\$6,188.46
	GRAND TOTAL:	\$69,770.99

## Account Distribution Report by Number

May 9, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
<b>10-00-2638-00, Vol. Life (NCPERS)</b>									
5/9/2018	46020518	Invoice	5437-238	NCPERS - IL IMRF	NCPERS - IL IMRF-	Posted	5/9/2018	\$96.00	\$0.00
					Totals for 10-00-2638-00, Vol. Life (NCPERS):			\$96.00	\$0.00
<b>10-10-5621-10, Hosp. Ins. - Admin</b>									
5/9/2018	Lisle - 31	Invoice	5437-190	LIMRiCC PHIP Health	LIMRiCC PHIP Health	Posted	5/9/2018	\$577.20	\$0.00
					Totals for 10-10-5621-10, Hosp. Ins. - Admin:			\$577.20	\$0.00
<b>10-20-5650-00, Internet Service Provider</b>									
5/9/2018	3600000227	Invoice	5437-212	Village of Lisle	Village of Lisle-360000	Posted	5/9/2018	\$450.00	\$0.00
					Totals for 10-20-5650-00, Internet Service Provider:			\$450.00	\$0.00
<b>10-20-5654-00, Utilities - Sewer &amp; Water</b>									
5/9/2018	042618	Invoice	5437-240	Village of Lisle	Village of Lisle-04261	Posted	5/9/2018	\$89.96	\$0.00
					Totals for 10-20-5654-00, Utilities - Sewer & Water:			\$89.96	\$0.00
<b>10-20-5655-00, Utilities - Electric</b>									
5/9/2018	149565718041	Invoice	5437-210	Dynegy Energy Services	Dynegy Energy Servi	Posted	5/9/2018	\$3,764.44	\$0.00
					Totals for 10-20-5655-00, Utilities - Electric:			\$3,764.44	\$0.00
<b>10-20-5661-00, Maint Contracts - Maint. Service</b>									
5/9/2018	4698731	Invoice	5437-126	Anderson Pest Solutions	Anderson Pest Solutio	Posted	5/9/2018	\$141.00	\$0.00
5/9/2018	C05769	Invoice	5437-242	Complete Cleaning Company	Complete Cleaning Co	Posted	5/9/2018	\$2,303.00	\$0.00
					Totals for 10-20-5661-00, Maint Contracts - Maint. Service:			\$2,444.00	\$0.00
<b>10-20-5662-00, Maint Contr. - Landscape Serv.</b>									
5/9/2018	4398	Invoice	5437-262	Bear Landscape Group	Bear Landscape Group-	Posted	5/9/2018	\$969.38	\$0.00
					Totals for 10-20-5662-00, Maint Contr. - Landscape Serv.:			\$969.38	\$0.00
<b>10-20-5663-00, Maint/Repairs-Genl repairs, Supplies</b>									
5/9/2018	001352	Invoice	5437-092	Case Lots, Inc.	Case Lots, Inc.-001352	Posted	5/9/2018	\$284.80	\$0.00
5/9/2018	8049446035	Invoice	5437-135	Staples Advantage	Staples Advantage-804	Posted	5/9/2018	\$43.54	\$0.00
					Totals for 10-20-5663-00, Maint/Repairs-Genl repairs, Supplies:			\$328.34	\$0.00
<b>10-20-5664-00, Maint/Repairs-Non Contr. Work</b>									
5/9/2018	5130	Invoice	5437-124	Mark Cappelli	Mark Cappelli-5130	Posted	5/9/2018	\$85.00	\$0.00
5/9/2018	725699	Invoice	5437-128	Patriot Electric & Technologies	Patriot Electric & Techn	Posted	5/9/2018	\$65.00	\$0.00
5/9/2018	5000858768	Invoice	5437-144	Thyssenkrupp Elevator Corp.	Thyssenkrupp Elevator	Posted	5/9/2018	\$2,268.80	\$0.00
					Totals for 10-20-5664-00, Maint/Repairs-Non Contr. Work:			\$2,418.80	\$0.00
<b>10-20-5665-00, Rubbish Removal</b>									

# Lisle Library District

## Account Distribution Report by Number

May 9, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
5/9/2018	0551-014006132	Invoice	5437-146	Republic Services	Republic Services-055	Posted	5/9/2018	\$179.09	\$0.00
<b>10-25-5710-00, Postage</b>									<b>\$0.00</b>
5/9/2018	1007196026	Invoice	5437-294	Pitney Bowes	Pitney Bowes-10071961	Posted	5/9/2018	\$64.59	\$0.00
<b>10-25-5713-00, Office Supplies</b>									<b>\$0.00</b>
5/9/2018	PINV1513838	Invoice	5437-003	Garvey's Office Products	Garvey's Office Produc	Posted	5/9/2018	\$16.68	\$0.00
5/9/2018	PINV1512485	Invoice	5437-108	Garvey's Office Products	Garvey's Office Produc	Posted	5/9/2018	\$35.28	\$0.00
5/9/2018	8049446035	Invoice	5437-132	Staples Advantage	Staples Advantage-804	Posted	5/9/2018	\$322.48	\$0.00
5/9/2018	3218539	Invoice	5437-152	Best Buy Business Advantage A	Best Buy Business Adv	Posted	5/9/2018	\$658.03	\$0.00
5/9/2018	2014124	Invoice	5437-188	Home Depot Credit Service	Home Depot Credit Se	Posted	5/9/2018	\$53.96	\$0.00
5/9/2018	PINV1523357	Invoice	5437-221	Garvey's Office Products	Garvey's Office Produc	Posted	5/9/2018	\$18.79	\$0.00
<b>Totals for 10-25-5710-00, Rubbish Removal:</b>									<b>\$179.09</b>
<b>Totals for 10-25-5713-00, Office Supplies:</b>									<b>\$64.59</b>
<b>10-25-5714-00, Circ. Material Supplies</b>									<b>\$0.00</b>
5/9/2018	PINV1515332	Invoice	5437-015	Garvey's Office Products	Garvey's Office Produc	Posted	5/9/2018	\$67.74	\$0.00
5/9/2018	PINV1519746	Invoice	5437-086	Garvey's Office Products	Garvey's Office Produc	Posted	5/9/2018	\$29.97	\$0.00
5/9/2018	CM172534	Credit Memo	5437-088	Garvey's Office Products	Garvey's Office Prod-C	Posted	5/9/2018	\$0.00	\$19.98
5/9/2018	128870	Invoice	5437-140	JanWay Company	JanWay Company-128	Posted	5/9/2018	\$730.45	\$0.00
5/9/2018	6355450	Invoice	5437-192	Demco, Inc.	Demco, Inc.-6355450	Posted	5/9/2018	\$364.62	\$0.00
5/9/2018	28263	Invoice	5437-194	Allegra Print & Imaging	Allegra Print & Imaging	Posted	5/9/2018	\$182.10	\$0.00
<b>Totals for 10-25-5714-00, Circ. Material Supplies:</b>									<b>\$1,374.88</b>
5/9/2018	1079888	Invoice	5437-118	Impact Networking, LLC	Impact Networking, LL	Posted	5/9/2018	\$294.90	\$0.00
<b>10-25-5715-00, Copier Supplies</b>									<b>\$0.00</b>
5/9/2018	8049446035	Invoice	5437-134	Staples Advantage	Staples Advantage-804	Posted	5/9/2018	\$132.27	\$0.00
5/9/2018	12177	Invoice	5437-198	Triple S Vending	Triple S Vending-1217	Posted	5/9/2018	\$91.00	\$0.00
<b>Totals for 10-25-5715-00, Copier Supplies:</b>									<b>\$294.90</b>
<b>10-25-5716-00, Kitchen Supplies</b>									<b>\$0.00</b>
5/9/2018	75262	Invoice	5437-098	Compact Disc Source	Compact Disc Source	Posted	5/9/2018	\$147.13	\$0.00
5/9/2018	6360091	Invoice	5437-244	Demco, Inc.	Demco, Inc.-6360091	Posted	5/9/2018	\$1,103.52	\$0.00
5/9/2018	75302	Invoice	5437-248	Compact Disc Source	Compact Disc Source	Posted	5/9/2018	\$121.34	\$0.00
5/9/2018	043018	Invoice	5437-270	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	5/9/2018	\$279.70	\$0.00
<b>Totals for 10-25-5716-00, Kitchen Supplies:</b>									<b>\$223.27</b>



# Lisle Library District

## Account Distribution Report by Number

May 9, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
5/9/2018	043018	Invoice	5437-275	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	5/9/2018	\$122.20	\$0.00
5/9/2018	043018	Invoice	5437-278	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	5/9/2018	\$42.55	\$0.00
5/9/2018	043018	Invoice	5437-281	Baker & Taylor (L5226642)	Baker & Taylor (L5226	Posted	5/9/2018	\$5.85	\$0.00
5/9/2018	043018	Invoice	5437-284	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	5/9/2018	\$97.65	\$0.00
5/9/2018	043018	Invoice	5437-287	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	5/9/2018	\$312.20	\$0.00
5/9/2018	043018	Invoice	5437-290	Baker & Taylor (L4342812)	Baker & Taylor (L4342	Posted	5/9/2018	\$25.55	\$0.00
5/9/2018	043018	Invoice	5437-293	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	5/9/2018	\$1.80	\$0.00
<b>10-25-5718-00, Computer Supplies</b>								<b>\$2,259.49</b>	<b>\$0.00</b>
5/9/2018	0425476	Invoice	5437-106	Hewlett-Packard Company	Hewlett-Packard Comp	Posted	5/9/2018	\$1,236.33	\$0.00
<b>10-25-5724-15, Local Travel</b>								<b>\$1,236.33</b>	<b>\$0.00</b>
5/9/2018	042718	Invoice	5437-196	Jackie Kilcran	Jackie Kilcran-042718	Posted	5/9/2018	\$26.60	\$0.00
<b>10-35-5761-00, Collection Agency</b>								<b>\$26.60</b>	<b>\$0.00</b>
5/9/2018	460181	Invoice	5437-005	Unique Management Services, I	Unique Management S	Posted	5/9/2018	\$8.95	\$0.00
<b>10-35-5763-00, Other Contractual Services-Technology Asst</b>								<b>\$8.95</b>	<b>\$0.00</b>
5/9/2018	40774	Invoice	5437-102	Outsource Solutions Group, In	Outsource Solutions G	Posted	5/9/2018	\$720.00	\$0.00
5/9/2018	204234-106R	Invoice	5437-104	Libraria LLC	Libraria LLC-204234-	Posted	5/9/2018	\$625.20	\$0.00
5/9/2018	8832312762	Invoice	5437-258	Versant Funding LLC	Versant Funding LLC-8	Posted	5/9/2018	\$432.00	\$0.00
<b>10-35-5765-10, Investment Agency Consultants</b>								<b>\$1,777.20</b>	<b>\$0.00</b>
5/9/2018	043018	Invoice	5437-296	Ehlers Investment Partners	Ehlers Investment Part	Posted	5/9/2018	\$556.38	\$0.00
<b>10-40-5783-00, Dues - Staff</b>								<b>\$556.38</b>	<b>\$0.00</b>
5/9/2018	2018-19	Invoice	5437-094	WILLUG	WILLUG-2018-19	Posted	5/9/2018	\$40.00	\$0.00
5/9/2018	062918	Invoice	5437-225	ProLiteracy Membership Progra	ProLiteracy Membershi	Posted	5/9/2018	\$39.00	\$0.00
<b>10-40-5784-00, Meetings - Staff</b>								<b>\$79.00</b>	<b>\$0.00</b>
5/9/2018	031918	Invoice	5437-178	New Albertsons Inc	New Albertsons Inc-0	Posted	5/9/2018	\$10.42	\$0.00
5/9/2018	041718	Invoice	5437-230	Jean Demas	Jean Demas-041718	Posted	5/9/2018	\$33.92	\$0.00
<b>Totals for 10-40-5784-00, Meetings - Staff:</b>								<b>\$44.34</b>	<b>\$0.00</b>

# Lisle Library District

## Account Distribution Report by Number

### May 9, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
<b>10-40-5785-00, Conferences - Staff</b>									
5/9/2018	040318	Invoice	5437-007	Laura Murff	Laura Murff-040318	Posted	5/9/2018	\$258.00	\$0.00
5/9/2018	147915	Invoice	5437-120	Illinois Library Association	Illinois Library Association	Posted	5/9/2018	\$300.00	\$0.00
5/9/2018	040618	Invoice	5437-220	Noelle Spicher	Noelle Spicher-040618	Posted	5/9/2018	\$55.75	\$0.00
5/9/2018	043018	Invoice	5437-228	Elizabeth Hopkins	Elizabeth Hopkins-043018	Posted	5/9/2018	\$194.74	\$0.00
<b>Totals for 10-40-5785-00, Conferences - Staff:</b>								<b>\$808.49</b>	<b>\$0.00</b>
<b>10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide</b>									
5/9/2018	IN00181805	Invoice	5437-130	Chicago Metropolitan Fire Prev	Chicago Metropolitan F	Posted	5/9/2018	\$570.75	\$0.00
5/9/2018	14431682	Invoice	5437-136	Toshiba Business Solutions, US	Toshiba Business Solu	Posted	5/9/2018	\$90.32	\$0.00
5/9/2018	2018ElevatorInsp	Invoice	5437-138	Village of Lisle	Village of Lisle-2018E	Posted	5/9/2018	\$100.00	\$0.00
5/9/2018	IN00183726	Invoice	5437-141	Chicago Metropolitan Fire Prev	Chicago Metropolitan F	Posted	5/9/2018	\$160.50	\$0.00
5/9/2018	IN00184795	Invoice	5437-250	Chicago Metropolitan Fire Prev	Chicago Metropolitan F	Posted	5/9/2018	\$466.80	\$0.00
5/9/2018	IN00184789	Invoice	5437-252	Chicago Metropolitan Fire Prev	Chicago Metropolitan F	Posted	5/9/2018	\$809.50	\$0.00
5/9/2018	IN00184791	Invoice	5437-254	Chicago Metropolitan Fire Prev	Chicago Metropolitan F	Posted	5/9/2018	\$492.00	\$0.00
5/9/2018	IN00184790	Invoice	5437-256	Chicago Metropolitan Fire Prev	Chicago Metropolitan F	Posted	5/9/2018	\$262.00	\$0.00
<b>Totals for 10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide:</b>								<b>\$2,951.87</b>	<b>\$0.00</b>
<b>10-50-5863-20, Literacy/ESL</b>									
5/9/2018	062918	Invoice	5437-227	ProLiteracy Membership Progra	ProLiteracy Membershi	Posted	5/9/2018	\$129.88	\$0.00
5/9/2018	051918	Invoice	5437-234	Yolanda Kocemba	Yolanda Kocemba-0519	Posted	5/9/2018	\$1,254.00	\$0.00
<b>Totals for 10-50-5863-20, Literacy/ESL:</b>								<b>\$1,383.88</b>	<b>\$0.00</b>
<b>10-50-5863-30, Books - Youth Serv. Dept.</b>									
5/9/2018	043018	Invoice	5437-282	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	5/9/2018	\$1,952.83	\$0.00
5/9/2018	043018	Invoice	5437-288	Baker & Taylor (L4342812)	Baker & Taylor (L4342	Posted	5/9/2018	\$764.78	\$0.00
5/9/2018	043018	Invoice	5437-291	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	5/9/2018	\$167.11	\$0.00
<b>Totals for 10-50-5863-30, Books - Youth Serv. Dept.:</b>								<b>\$2,884.72</b>	<b>\$0.00</b>
<b>10-50-5864-10, Books - Non Fiction</b>									
5/9/2018	043018	Invoice	5437-266	Baker & Taylor (C5223433)	Baker & Taylor (C5223	Posted	5/9/2018	\$618.04	\$0.00
5/9/2018	043018	Invoice	5437-268	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	5/9/2018	\$7,908.41	\$0.00
5/9/2018	043018	Invoice	5437-271	Baker & Taylor (L3965522)	Baker & Taylor (L3965	Posted	5/9/2018	\$18.08	\$0.00
<b>Totals for 10-50-5864-10, Books - Non Fiction:</b>								<b>\$8,544.53</b>	<b>\$0.00</b>
<b>10-50-5865-10, Books - Adult Fiction</b>									
5/9/2018	040618	Invoice	5437-218	Noelle Spicher	Noelle Spicher-040618	Posted	5/9/2018	\$199.95	\$0.00
5/9/2018	043018	Invoice	5437-276	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	5/9/2018	\$175.09	\$0.00

# Lisle Library District

## Account Distribution Report by Number

May 9, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
5/9/2018	043018	Invoice	5437-285	Baker & Taylor (L55433202)	Baker & Taylor (L5543	Posted	5/9/2018	\$7,212.00	\$0.00
<b>10-50-5867-20, Ref Books - Adult Serv. Dept.</b>									
5/9/2018	H36139-00	Invoice	5437-214	Manufacturers' News, Inc.	Manufacturers' News, I	Posted	5/9/2018	\$218.90	\$0.00
5/9/2018	043018	Invoice	5437-264	Baker & Taylor (C5223353)	Baker & Taylor (C5223	Posted	5/9/2018	\$288.54	\$0.00
5/9/2018	043018	Invoice	5437-279	Baker & Taylor (L5226642)	Baker & Taylor (L5226	Posted	5/9/2018	\$657.39	\$0.00
<b>Totals for 10-50-5865-10, Books - Adult Fiction:</b>								<b>\$7,587.04</b>	<b>\$0.00</b>
<b>10-50-5871-20, Document Delivery</b>									
5/9/2018	ILL179335443	Invoice	5437-011	Westminster Theological Semi	Westminster Theologi	Posted	5/9/2018	\$30.97	\$0.00
5/9/2018	31492027740101	Invoice	5437-204	Springfield Greene County Libr	Springfield Greene Cou	Posted	5/9/2018	\$13.99	\$0.00
<b>Totals for 10-50-5867-20, Ref Books - Adult Serv. Dept.:</b>								<b>\$1,164.83</b>	<b>\$0.00</b>
<b>10-50-5895-40, A-V Malls - Adult Serv. Dept.</b>									
5/9/2018	75261	Invoice	5437-096	Compact Disc Source	Compact Disc Source	Posted	5/9/2018	\$372.38	\$0.00
5/9/2018	CD011071805664	Invoice	5437-112	OverDrive, Inc.	OverDrive, Inc.-CD011	Posted	5/9/2018	\$1,000.00	\$0.00
5/9/2018	95965298	Invoice	5437-114	Midwest Tape	Midwest Tape-9596529	Posted	5/9/2018	\$3,870.96	\$0.00
5/9/2018	CD0110718072117	Invoice	5437-216	OverDrive, Inc.	OverDrive, Inc.-CD011	Posted	5/9/2018	\$1,000.00	\$0.00
5/9/2018	75303	Invoice	5437-246	Compact Disc Source	Compact Disc Source	Posted	5/9/2018	\$318.45	\$0.00
5/9/2018	050118	Invoice	5437-260	Midwest Tape (7288)	Midwest Tape (7288)-	Posted	5/9/2018	\$3,874.08	\$0.00
5/9/2018	043018	Invoice	5437-273	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	5/9/2018	\$1,008.06	\$0.00
<b>Totals for 10-50-5871-20, Document Delivery:</b>								<b>\$44.96</b>	<b>\$0.00</b>
<b>10-60-5931-10, Programs - Adult Services</b>									
5/9/2018	040218	Invoice	5437-110	Pam Freer	Pam Freer-040218	Posted	5/9/2018	\$8.98	\$0.00
5/9/2018	040318	Invoice	5437-182	New Albertsons Inc	New Albertsons Inc-0	Posted	5/9/2018	\$51.88	\$0.00
5/9/2018	041318	Invoice	5437-184	New Albertsons Inc	New Albertsons Inc-0	Posted	5/9/2018	\$50.97	\$0.00
5/9/2018	041218	Invoice	5437-186	New Albertsons Inc	New Albertsons Inc-0	Posted	5/9/2018	\$12.58	\$0.00
5/9/2018	041418	Invoice	5437-206	John Lynn	John Lynn-041418	Posted	5/9/2018	\$250.00	\$0.00
5/9/2018	060218	Invoice	5437-208	Cheesie's Pub & Grub	Cheesie's Pub & Grub-	Posted	5/9/2018	\$1,025.00	\$0.00
5/9/2018	041818	Invoice	5437-223	Gail Graziani	Gail Graziani-041818	Posted	5/9/2018	\$12.98	\$0.00
5/9/2018	060718	Invoice	5437-232	David Wyly	David Wyly-060718	Posted	5/9/2018	\$50.00	\$0.00
<b>Totals for 10-60-5931-10, Programs - Adult Services:</b>								<b>\$1,462.39</b>	<b>\$0.00</b>
<b>10-60-5931-30, Programs - Youth Serv. Dept.</b>									
5/9/2018	PINV1519504	Invoice	5437-116	Garvey's Office Products	Garvey's Office Produc	Posted	5/9/2018	\$122.27	\$0.00
5/9/2018	041018	Invoice	5437-180	New Albertsons Inc	New Albertsons Inc-0	Posted	5/9/2018	\$19.22	\$0.00

# Lisle Library District

## Account Distribution Report by Number

May 9, 2018

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
5/9/2018	041818	Invoice	5437-236	Will Savage	Will Savage-041818	Posted	5/9/2018	\$6.78	\$0.00
<b>10-60-5931-50, Community Relations</b>									
5/9/2018	32206	Invoice	5437-001	PrintSmart	PrintSmart-32206	Posted	5/9/2018	\$1,062.00	\$0.00
5/9/2018	145160	Invoice	5437-122	Illinois Library Association	Illinois Library Association	Posted	5/9/2018	\$38.60	\$0.00
<b>Totals for 10-60-5931-30, Programs - Youth Serv. Dept.:</b>								<b>\$148.27</b>	<b>\$0.00</b>
<b>10-60-5940-30, Reader Services - Youth Serv. Dept.</b>									
5/9/2018	040918	Invoice	5437-017	Mallory Caise	Mallory Caise-040918	Posted	5/9/2018	\$54.85	\$0.00
5/9/2018	062018	Invoice	5437-200	Steve Belliveau	Steve Belliveau-06201	Posted	5/9/2018	\$400.00	\$0.00
5/9/2018	061318	Invoice	5437-202	Scott Green	Scott Green-061318	Posted	5/9/2018	\$450.00	\$0.00
<b>Totals for 10-60-5940-30, Reader Services - Youth Serv. Dept.:</b>								<b>\$904.85</b>	<b>\$0.00</b>
<b>30-65-5920-00, Network - Purchases (.02 B/M)</b>									
5/9/2018	MGK2298	Invoice	5437-013	CDW Government	CDW Government-M	Posted	5/9/2018	\$2,411.79	\$0.00
<b>Totals for 30-65-5920-00, Network - Purchases (.02 B/M):</b>								<b>\$2,411.79</b>	<b>\$0.00</b>
<b>30-65-5925-00, Network - Maint. (.02 B/M)</b>									
5/9/2018	INV-US-35691	Invoice	5437-009	EnvisionWare, INC.	EnvisionWare, INC.-IN	Posted	5/9/2018	\$167.00	\$0.00
5/9/2018	40933	Invoice	5437-100	Outsource Solutions Group, In	Outsource Solutions G	Posted	5/9/2018	\$225.00	\$0.00
<b>Totals for 30-65-5925-00, Network - Maint (.02 B/M):</b>								<b>\$392.00</b>	<b>\$0.00</b>
<b>30-65-5926-00, Maint - Bldg Structure (.02 B/M)</b>									
5/9/2018	CG704195	Invoice	5437-148	DeSitter Flooring, Inc.	DeSitter Flooring, Inc.	Posted	5/9/2018	\$2,903.76	\$0.00
5/9/2018	CG800427	Invoice	5437-150	DeSitter Flooring, Inc.	DeSitter Flooring, Inc.	Posted	5/9/2018	\$3,284.70	\$0.00
<b>Totals for 30-65-5926-00, Maint - Bldg Structure (.02 B/M):</b>								<b>\$6,188.46</b>	<b>\$0.00</b>
<b>Grand Totals:</b>								<b>\$69,790.97</b>	<b>\$19.98</b>

# Lisle Library District

## Account Distribution Report by Number

May 9, 2018

Report name: Account Number Report for May 9, 2018  
Report format: Detail  
Include these transaction dates: 5/9/2018 to 5/9/2018  
Include these post dates: 5/9/2018 to 5/9/2018  
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)



RECAP OF PRIOR SHEETS EXPENSES

TOTAL CORPORATE EXPENSES	\$278,031.39
TOTAL .02 BUILDING/MAINT. EXPENSES	\$8,992.25
TOTAL IMRF/FICA EXPENSES	\$28,092.63
TOTAL WORKING CASH EXPENSES	
TOTAL SPECIAL RESERVE	\$0.00
TOTAL OF ALL ABOVE	\$315,116.27

These expenses have been submitted by \_\_\_\_\_  
(Tatiana Weinstein)

The above items have been approved by the Lisle Library District Board of Trustees on: / 5/9/2018

\_\_\_\_\_  
Trustee

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

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


Monthly Circulation Report - April 2018

	Checkouts	Renewals	Apr-18 TOTALS	YTD FY 16/17	YTD FY 17/18	YTD % Change	
Adult Non-Print	6,376	2,278	8,654	101,098	94,430	-6.60%	
Adult Print	6,216	2,955	9,171	97,670	92,084	-5.72%	
Adult Total	12,592	5,233	17,825	198,768	186,514	-6.16%	
YS Non-Print	1,418	742	2,160	26,134	23,571	-9.81%	
YS Print	6,947	3,993	10,940	103,794	107,369	3.44%	
Total YS	8,365	4,735	13,100	129,928	130,940	0.78%	
Digital Media							
Overdrive	1,613		1,613	14,303	14,833	3.71%	
hoopla	1,728		1,728	10,357	15,551	50.15%	
RB Digital (formerly Zinio)	125		125	1,538	1,472	-4.29%	
Total Digital	3,466	0	3,466	26,198	31,856	21.60%	
Subtotal Print + Non-Print/Digital	24,423	9,968	34,391	354,894	349,310	-1.57%	
Computer/Tech Sessions Logins	2,635		2,635	28,533	26,342	-7.68%	
Database Usage/Unique Logins	3,031		3,031	28,765	27,620	-3.98%	
Wireless Use	1,891		1,891	20,591	18,256	-11.34%	
ScannX sessions/jobs	424		424	3,014	3,282	8.89%	
Museum Adventure Passes	15		15	256	210	-17.97%	
Total IT/Resource Sessions	7,996	0	7,996	81,159	75,710	-6.71%	
Total Circulation	32,419	9,968	42,387	436,053	425,020	-2.53%	
Literacy Software Usage Hours			102	905	989	9.28%	
Borrower Information	Apr. 2018 Total	YTD 16/17	YTD 17/18	YTD % Change			
New Library Cards Added	113	1,479	1,306	-11.70%			
Monthly Borrowers	2,980	31,920	30,567	-4.24%			
Total # Registered Borrowers	11,140	11,677	11,140	-4.60%			
InterLibrary Loans							
Materials Sent	146	1,232	1,457	18.26%			
Materials Received	386	3,799	3,930	3.45%			
Polaris/Catalog Holds							
Holds Placed	3,043	30,384	29,514	-2.86%			
Holds Checked Out	2,434	24,131	22,860	-5.27%			



**Lisle Library District  
Program and Service Statistics - April 2018**

	LibWide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY16/17	YTD FY17/18	% Change
<b>Library Event Statistics</b>									
Staff Facilitated Programs		24	43	65	3	135	772	840	8.81%
Attendees		219	888	78	42	1,227	11,693	12,080	3.31%
Computer/Technology Programs		4	4		4	12	62	107	72.58%
Attendees		9	28		5	42	257	412	60.31%
Performer/Speaker/Author		3	0			3	37	32	-13.51%
Attendees		66	0			66	847	775	-8.50%
LLD Events (SumRd, RSG, NatLibWk, whole Lib event)	1					1	4	8	100.00%
Attendees	280					280	510	1,164	128.24%
<b>Total Number of Programs</b>	1	31	47	65	7	151	875	987	12.80%
<b>Total Patrons Served by Programming</b>	280	294	916	78	47	1,615	13,307	14,431	8.45%
Reference Questions		2,279	1,559	2,584		6,422	64,125	63,455	-1.04%
Volunteer Hours		5.00	75.50			80.50	1,148.50	915.00	-20.33%
<b>Outreach Service Statistics</b>									
Outreach Visits		4	13	2		19	124	131	5.65%
Patrons Served by Outreach Visits		109	1,191	72		1,372	7,195	7,845	9.03%
Home Delivery Dates		2				2	21	21	0.00%
Patrons Served via Home Delivery		76				76	784	797	1.66%
<b>Total Outreach Programs</b>		6	13	2		21	145	152	4.83%
<b>Total Patrons Served with Outreach Services</b>		185	1,191	72		1,448	7,979	8,642	8.31%
<b>Civic Facility Use</b>									
Literacy/Tutoring Room Use (patron count)	112						984	1,036	5.28%
Number of Outside Groups Using Meeting Space	29						234	254	8.55%
Patrons Entering Building	15,056						151,495	145,556	-3.92%
Friend's Sponsored Programs	2						9	10	11.11%
Attendees	585						427	837	96.02%
<b>Social Media Use</b>									
Facebook (daily page consumption)	1,724						12,034	16,163	34.31%
Twitter Followers	712						647	712	10.05%
Pinterest Average Daily Viewers	198						1,939	1,684	-13.15%
Instagram Likes	447						3,248	3,954	21.74%
Flickr Views	6,310						64,062	92,811	44.88%

## Director's Report May 2018

### Meetings

Dept Directors – April 16  
Intergovernmental – April 17  
E. Swistak – April 17  
L. Wang – April 18  
J. Fisher – April 18  
Budget Committee – April 18  
V.O.L TIF – April 19  
Friends of LPLD – April 23

Staff – April 24  
D. Hilker/Lyons PL – April 25  
R. Flint – April 27  
J. Fisher – April 27  
Lisle Rotary – May 1  
L. Sullivan – May 1  
Strategic Planning Committee – May 2

### Highlights | Developments

#### Per Capita Grant

The LLD received \$22,131.65 in Per Capita Grant funds. In April of 2017, the Library was mailed an award letter, but had not received the check until last week. Simultaneously, we also received the award letter for 2018/19. We hope that the 18/19 grant funds will arrive sooner than they did this year.

The Library plans to use the 17/18 grant funds in order to meet standards in *Serving Our Public 3.0: Standards for Illinois Public Libraries* under the following categories: Electronic Access (hardware/software), Programs, Equipment, and Materials. These funds are deposited into the LLD's Corporate Fund.

#### Intergovernmental

The President and I attended the Intergovernmental Meeting on April 17th. The following topics were discussed among participants:

Chamber of Commerce – Sexual harassment training program is underway. A scholarship luncheon is planned. On July 17<sup>th</sup> there is a golf outing scheduled.

Visitor & Convention Bureau – The LVCB completed budgeting for the next fiscal year. The visitor's guide is being prepared. There is a flag recycling bin at Village Hall to properly retire flags.

Fire District – The accreditation process is ongoing. The LWFD is preparing for strategic planning work. A few new firefighters were hired. The Memorial Day Parade is on May 28<sup>th</sup>. The Narcan program is popular.

**Village** – The fiscal year begins May 1<sup>st</sup>. There was an additional \$300K put towards the police pension fund with no increase to levy. There will be a change to the Metra schedules come summer. The Downtown Master Plan is wrapping up with a meeting scheduled for May 23<sup>rd</sup>. There will be a new rotation for branch collection. A flood awareness open house is scheduled. The Village looks to begin strategic planning and will work with a consultant. Fireworks will occur on July 4<sup>th</sup>. Code revision work is ongoing. RFQs for legal representation are being prepared. There are a couple of position openings. Development discussions for Main and Ogden properties are ongoing.

**District 202** – The Math Team received a championship award. The Junior High Band Director is retiring. An achievement dinner has been planned. Graduation occurs on May 25<sup>th</sup>. Vision 202 communication sessions continue.

**Park District** – A shred-event is scheduled. The stage project is almost complete. The summer entertainment series has been planned. There are seasonal position openings. There are playground and bridge replacement plans in the works. The PD is exploring diversity events/programs.

### **Annual Joint Review (AJR) Board – TIF Meeting**

On April 19<sup>th</sup>, I attended three TIF meetings at Village Hall with other AJR Board members/taxing districts, plus one public member. The purpose of meeting is to review the three TIF Districts: Navistar, UTI, and Downtown Area, to approve of minutes, and to allow for questions from the public and/or the Board.

### **Friends Sale**

The Friends of the Lisle Public Library District had their spring books sale. The sale ran from April 26<sup>th</sup> through the 28<sup>th</sup>. The Assistant Director and I met with the Friend's President and Finance Director prior to the sale to discuss set-up and take-down procedures. On opening day, the sale experienced a healthy stream of customers, which seemed to extend through Saturday, the last day. The LLD also installed a coin/dollar box on the shelving of the ongoing book sale corner near the Circulation Desk. Friends Board members purchased the box to allow for donations as well as payments for materials on display. All materials are priced.

*To: Lisle Library District Board of Trustees  
From: Tatiana Weinstein | LLD Director  
Date: May 4, 2018*

### **Director Visit**

Director, Dan Hilker, of the Lyons Public Library requested a meeting with me. The Lyons Public Library is exploring RFID tagging as well as self-check kiosks and Director Hilker asked for a demonstration of our self-checks. Circulation staff provided the demo. Dan and I also discussed general library operations and I gave him a tour of our facility, highlighting our traditional as well as unique services and resources.

### **Rotary**

The Rotary Club of Lisle contacted me and extended an invitation to speak at one of their morning meetings. The last time the Library gave a presentation was over four years ago. I was honored to present all the great resources the LLD provides our residents and emphasized some of the lesser known services we offer. I also gave a brief history of the Library and answered questions at the end of the presentation. The Lisle Rotarians were a very welcoming group and I hope to attend one of their meetings again in the near future.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Tatiana Weinstein', with a large, sweeping flourish at the end.

Tatiana Weinstein



## April Assistant Director Report

- DeSitter carpet – Apr 8
- Physical Plant Committee – Apr 10
- CMFP – fire equipment testing – Apr 10
- Committee of the Whole – budget Apr 4 & 18
- Board Meeting – Apr 11
- Patriot Electric – Apr 16 & 30
- Friends of the LLD – Apr 23
- Warehouse Direct – Apr 25
- Friends of LLD book sale setup – Apr 23 & 25
- Suburban Door – Apr 30
- Complete Cleaning – Apr 30
- Monaco Mechanical – Apr 30
- Staff meeting – Apr 24

Director Weinstein and I met with Doug Cunningham and Bob McCune from the Friends of the Lisle Library to facilitate their use of the meeting room for the Friends book sale April 26-28. Library staff assisted in making sure all withdrawn Library materials were part of the Friends sale. The lobby was filled with excited “Friends” as the Library opened the first day of the sale.

This month the Library was scheduled for several safety tests completed by the Chicago Metropolitan Fire Prevention Company. Fire extinguishers, check values for the sprinkler system, fire alarm panels, smoke detectors and sprinklers were tested or inspected. Each smoke detector was tested for reaction time to sensing smoke.

The Library Event Planning Team met in April to discuss Summer Read kick-off Saturday, June 2<sup>nd</sup> and Summer Read wrap-up Saturday, July 28<sup>th</sup>. The June event starts a summer of reading with a variety of activities including chalk art, crafts, sand play, music and special reading displays. Activities are planned both inside and outside the Library. Staff are also preparing plans for another successful Winter Read program with kick-off Friday evening, December 7<sup>th</sup>.

Automatic door operators were installed on the restroom doors the week of April 30<sup>th</sup>.

Beth McQuillan

A handwritten signature in cursive script that reads "Beth McQuillan".





# Chicago Tribune **NAPERVILLE SUN**

From the community: A Famous Storytime Visitor at Lisle Library District



**Community Contributor Josh Hepler**  
**April 13, 2018**

**Library patrons gather to take pictures with Curious George after a special National Library Week storytime at Lisle Library District.**



## From the community: Mystery Authors to Join Lisle Library District Book Group



**Community Contributor Josh Hepler | April 17, 2018**

Mette Ivie Harrison is the first of several authors joining the Lisle Library District book group *Murder Among Friends* this Spring and Summer. Novelist Mette Ivie Harrison will join the group by Skype to discuss her book, *The Bishop's Wife*, on Thursday, April 19, 7:00 - 8:30 PM.

In *The Bishop's Wife*, a crime has occurred within a deeply Mormon community. Linda Wallheim is a devout mother and wife to a bishop, but she's increasingly troubled by her church's structure and secrecy. When a young mother named Carrie Helm disappears, her husband claims that she has abandoned the family. However, Linda is sure that there is more to the story.

Following Mette Ivie Harrison's visit in April, new authors will be joining the group via video call every month through July. Sarah Wisseman will join the group to discuss her art-based thriller *Burnt Siena* and answer questions on Thursday, May 17th, 7:00 - 8:30 PM.

Charlaine Harris, best-selling author of the Sookie Stackhouse Southern Vampire mysteries (on which the series *True Blood* was based) will join the group on Thursday, June 21st, 7:00 - 8:30 PM to discuss her book *Real Murders*. Cynthia Kuhn, author of academic whodunits starring professor Lila Maclean, will join the group on Thursday, July 19th, 7:00 - 8:30 PM to discuss her book *The Semester of Our Discontent*. More information on the various book and film groups at Lisle Library District can be found at [www.lislelibrary.org](http://www.lislelibrary.org)!

# Chicago Tribune **NAPERVILLE SUN**

From the community: Pow Wow Art and Style at Lisle Library District



**Community Contributor Josh Hepler**  
**April 19, 2018**

**Special guest Abby Lyons displays her Fancy Shawl regalia at Tom and Lynn Anderson's Gallery 777 show "Midwest SOARRING Pow Wow Photography".**

# 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

### Thursday Kids Club

Grades K-2. Registration Required.

Meeting Room A/B, 4:00-4:45 PM

Anything can be discovered between the pages of a book! Every week we will focus on a different theme with books, crafts, science experiments, and more! April's themes are Notorious Ninjas (April 5) Let's Go Fly A Kite (April 12) Earth Day (April 19).

### Funday Monday & Terrific Tuesday

Grades K-5. Registration required.

Meeting Room A/B, 4:00-5:00 PM

Combine fantastic fun with education at the Library! This month we create our own animations with Zany Zoetrope (April 2 & 3) learn about droids in Mini Robot Workshop (April 9 & 10) engineer a water rescue in Lego WeDo Prevent Flooding (April 16 & 17) and learn the economics of crafts in Money Smart Art Week (April 23 & 24).

### Science Saturday: The Pressure is On!

Saturday, April 7, 10:30-11:30 AM | YS Activity Room

Air pressure and water pressure are today's topics. Which one is greater? Our experiments will tell the answer! For grades 3-5.

### Pajama Storytime

Ages 2-6. Wednesday, April 4 & 18

Youth Services Activity Room. 6:00-6:30 PM

Bring your favorite stuffed animal and cuddle up for a night storytime at the library. Stories will be heard, songs will be danced to, and everyone will have a blast!

## TEENS



### Peeps Candy War

Tuesday, April 3, 6:30-8:00 PM | Meeting Room B

Create a Peep masterpiece with the springtime sugary candy and an assortment of other sweet stuff! Prizes will be awarded for the best creations!

### Money Smart Week: All About Scholarships

Tuesday, April 10, 6:30-8:00 PM | Meeting Room A

Join us as a guest from ISAC (the Illinois Student Assistance Commission) discusses the process of applying for scholarships. Get helpful tips on the submission process and applications. Students and parents are welcome.

### YA Thursday: DIY Dragon Scales

Friday, April 5, 4:15-5:30 PM | Meeting Room A or B

Want to try a new craft that will show off your fantastic fantasy fashion sense? Take your cosplay game up a level for C2E2 and learn how to make your own dragon scale armor out of aluminum cans!

## ADULTS

### Making the Most of Social Security

Thursday, April 5, 7:00-8:30 PM | Meeting Room A/B

Social Security is our country's single largest Federal program and the sole means of support for many retirees. Join Mike Heatwole, of Waddell & Reed, as he explores Social Security and the filing options available to you.



### Lisle Library District Writer's Group

Friday, April 20, 6:30-8:30 PM | Meeting Room A

The Writer's Group meets on the third Friday of every month! The group shares three pages of written work, be it creative fiction or non-fiction, poetry, or other written formats, and gives helpful feedback. Writers can join anytime - the door is open to all writers of any format.

### Meditation: An Antidote to Stress

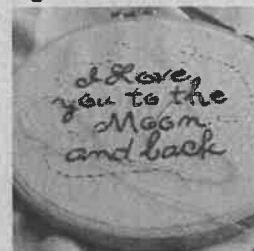
Thursday, April 19, 7:00-8:00 PM | Meeting Room A/B

Explore the healing power of meditation and learn how to create peace in your life in spite of the stress around you. Long time meditator Michael Ribet will demonstrate techniques firsthand and show how meditation can provide improved health, serenity, and joy.

### Adult Craft: Embroidery Basics

Tuesday, April 24, 7:00-8:30 PM | Meeting Room A/B

Interested in embroidery but don't know where to start? Join us for embroidery basics as we teach you the essentials! Hoop, floss, and needles will be provided, you bring your enthusiasm and creativity. Registration begins Tuesday, April 10 at 9:30 AM.



## LITERACY

### ESL for You!

Literacy/English Language Development (ELD) Class

Saturdays, 10:00 AM - Noon | April 7 & 21

If you, or someone you know, needs help with speaking, reading, writing, or communicating in English, come to class! No registration required; classes are in session all year.

### Conversation Group

Saturdays, 10:00 AM - Noon | April 14 & 28

Improve your conversation skills at our English Conversation Group that meets on the 2nd and 4th Saturday of every month. Some speaking skills are required to learn new vocabulary words and phrases and to engage in lively conversation. More events can be found at [lislelibrary.org](http://lislelibrary.org)







## Draft LLD FY18/19 Budget Overview

The working budget is a document that reflects the Library's mission: to enhance the cultural, social, and lifelong educational development of our community. The Library understands the significance of it being a tax supported institution. The majority of LLD's funding comes from property taxes and the Library keeps the tax concerns of our residents in mind while preparing every budget. The Library District serves the Village of Lisle, as well as unincorporated areas in Lisle and Naperville. The Library's fiscal year begins July 1st.

The Board of Trustees discussed the draft budget in a series of two Committee of the Whole meetings on April 4th and 18th.

April 4, 2018 topics:

- |                        |                  |
|------------------------|------------------|
| • Building             | • Equipment      |
| • Operating            | • Materials      |
| • Insurance            | • Programs       |
| • Contractual Services | • Restricted Use |

April 18, 2018 topics:

- |                                       |                    |
|---------------------------------------|--------------------|
| • Personnel and Personnel Development | • Special Reserves |
| • Building and Maintenance            | • Revenues         |

The following draft is divided into three sections: Revenues, Expense Summary, and individual account/cost categories.

This draft reflects a 9.52% proposed decrease in Revenues due to a significant decrease in the 18/19 Tax Levy. The Expense Summary shows a 4.59% decrease in expenditures, not including Special Reserves. When including Special Reserve expenses, the draft shows a total budget decrease of 2.61%.

## REVENUES BUDGET FY 18-19

	Revenues	Actuals FY 15-16	Actuals FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Budget FY 18-19 to Budget FY 17-18
	<b>CORPORATE FUND</b>						
10-01-4411-00	Tax Levy - Corp	4,178,301.41	4,422,139.17	4,380,738.95	4,347,646.00	3,914,484.64	-9.96%
10-01-4441-00	Back Taxes - Corp	143.04	18,200.37	45,000.00	45,000.00	40,000.00	-11.11%
	Portion of the back taxes are the result of the Navistar TIF						
10-01-4461-00	Personal Prop Tax	16,526.41	18,537.29	11,000.00	11,000.00	11,000.00	0.00%
	Total Taxes	4,194,970.86	4,458,876.83	4,436,738.95	4,403,646.00	3,965,484.64	-9.95%
10-02-4472-00	Interest Earned - Corp	57,763.94	32,425.85	40,000.00	30,000.00	35,000.00	16.67%
10-02-4511-00	County Interest - Corp	0.00	0.00	0.00	0.00	0.00	0.00%
**10-02-4525-00	Unrealized Gain on Investments (NEW)	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Interest	57,763.94	32,425.85	40,000.00	30,000.00	35,000.00	16.67%
10-03-4531-00	Lost Books	4,705.92	4,729.59	4,000.00	4,000.00	3,500.00	-12.50%
10-03-4536-00	Non-Resident Fees	940.68	1,337.80	400.00	500.00	500.00	0.00%
10-03-4540-00	Fines	50,574.25	47,155.98	40,000.00	40,000.00	40,000.00	0.00%
10-03-4550-00	Gifts - Unrestricted Corp. (If received)	0.00	485.00	20,000.00	0.00	0.00	0.00%
10-04-4573-00	Copier Income	1,716.69	1,611.92	1,200.00	1,200.00	1,200.00	0.00%
	Total Desk Income	57,937.54	55,320.29	65,600.00	45,700.00	45,200.00	-1.09%
10-04-4562-00	Restr Gifts - Books	0.00	35.00	0.00	0.00	0.00	0.00%
10-04-4583-00	Per Capita Grant	21,972.31	0.00	0.00	0.00	0.00	0.00%
10-04-4584-00	Other Income - Corp.	4,477.49	580.22	5,000.00	1,000.00	1,000.00	0.00%
	Total Restricted Usage	26,449.80	615.22	5,000.00	1,000.00	1,000.00	0.00%
10-05-4595-00	Misc - Jury Duty	0.00	0.00	0.00	0.00	0.00	0.00%
		0.00	0.00	0.00	0.00	0.00	0.00%
	TOTAL CORPORATE FUND	4,337,122.14	4,547,238.19	4,547,338.95	4,480,346.00	4,046,684.64	-9.68%
	<b>BUILDING MAINTENANCE FUND</b>						
30-01-4413-00	Tax Levy - .02 B/M	89,602.96	121,472.60	121,595.08	136,350.00	152,136.05	11.58%
30-01-4443-00	Back Taxes - .02 B/M	3.10	431.45	0.00	0.00	0.00	0.00%
	Total Taxes	89,606.06	121,904.05	121,595.08	136,350.00	152,136.05	11.58%
30-02-4474-00	Interest Earned - .02 B/M	859.08	1,080.18	1,000.00	1,000.00	1,500.00	50.00%
30-02-4513-00	County Interest - .02 B/M	0.00	0.00	0.00	0.00	0.00	0.00%
**30-02-4526-00	Unrealized Gain on Investments (NEW)	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Interest	859.08	1,080.18	1,000.00	1,000.00	1,500.00	50.00%
	TOTAL BUILDING MAINT FUND	90,465.14	122,984.23	122,595.08	137,350.00	153,636.05	11.86%
	<b>IMRF FUND</b>						
40-01-4414-00	Tax Levy - IMRF	332,812.30	223,085.74	223,292.78	220,180.00	156,965.76	-28.71%
40-01-4444-00	Back Taxes - IMRF	11.52	1,165.66	0.00	0.00	0.00	0.00%

	Revenues	Actuals FY 15-16	Actuals FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Budget FY 18-19 to Budget FY 17-18
40-01-4462-00	Pers Prop Repl Tax - IMRF	953.79	1,059.51	800.00	600.00	600.00	0.00%
	Total Taxes	333,777.61	225,310.91	224,092.78	220,780.00	157,565.76	-28.63%
40-02-4475-00	Interest Earned - IMRF	1,200.60	1,512.25	2,500.00	1,200.00	4,000.00	233.33%
40-02-4514-00	County Interest - IMRF	0.00	0.00	0.00	0.00	0.00	0.00%
**40-02-4527-00	Unrealized Gain on Investments (NEW)	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Interest	1,200.60	1,512.25	2,500.00	1,200.00	4,000.00	233.33%
	TOTAL IMRF FUND	334,978.21	226,823.16	226,592.78	221,980.00	161,565.76	-27.22%
	FICA FUND						
45-01-4415-00	Tax Levy - FICA	173,872.35	127,020.60	127,122.12	173,720.00	136,439.47	-21.46%
45-01-4445-00	Back Taxes - FICA	6.02	886.66	0.00	0.00	0.00	0.00%
45-01-4463-00	Pers Prop Repl Tax - FICA	141.21	166.46	150.00	100.00	100.00	0.00%
	Total Taxes	174,019.58	128,073.72	127,272.12	173,820.00	136,539.47	-21.45%
45-02-4476-00	Interest Earned - FICA	1,232.63	1,551.54	2,000.00	1,200.00	2,300.00	91.67%
45-02-4515-00	County Interest - FICA	0.00	0.00	0.00	0.00	0.00	0.00%
**45-02-4528-00	Unrealized Gain on Investments (NEW)	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Interest	1,232.63	1,551.54	2,000.00	1,200.00	2,300.00	91.67%
	TOTAL FICA FUND	175,252.21	129,625.26	129,272.12	175,020.00	138,839.47	-20.67%
	SPECIAL RESERVE FUND						
70-02-4481-00	Interest Earned - Special Reserve	2,859.95	9,692.25	200.00	7,000.00	13,000.00	85.71%
**70-02-4529-00	Unrealized Gain on Investments (NEW)	0.00	0.00	0.00	0.00	0.00	0.00%
70-04-4587-10	Restricted - Transfer from Corporate Fund	550,000.00	475,000.00	300,000.00	300,000.00	300,000.00	0.00%
	TOTAL SPECIAL RESERVE FUND	552,859.95	484,692.25	300,200.00	307,000.00	313,000.00	1.95%
	WORKING CASH FUND						
80-02-4482-00	Interest Earned - Working Cash	3,070.86	3,731.51	4,000.00	3,000.00	4,000.00	33.33%
**80-02-4530-00	Unrealized Gain on Investments (NEW)	0.00	0.00	0.00	0.00	0.00	0.00%
	Total Interest	3,070.86	3,731.51	4,000.00	3,000.00	4,000.00	33.33%
	TOTAL WORKING CASH FUND	3,070.86	3,731.51	4,000.00	3,000.00	4,000.00	33.33%
	TRANSFER OUT FROM SPECIAL FUNDS						
20-00-4110-00	4110 Operating Transfer Out	243.61	0.00	0.00	0.00	0.00	0.00%
50-00-4110-00	4110 Operating Transfer Out	-7,472.79	0.00	0.00	0.00	0.00	0.00%
53-00-4110-00	4110 Operating Transfer Out	-8,624.97	0.00	0.00	0.00	0.00	0.00%
55-00-4110-00	4110 Operating Transfer Out	-14,426.87	0.00	0.00	0.00	0.00	0.00%
60-00-4110-00	4110 Operating Transfer Out	-3,012.86	0.00	0.00	0.00	0.00	0.00%
	TOTAL TRANSFER OUTS	-33,293.88	0.00	0.00	0.00	0.00	0.00%

	Revenues	Actuals FY 15-16	Actuals FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Budget FY 18-19 to Budget FY 17-18
	TOTAL INCOME - W/O Spec. Res	4,907,594.68	5,030,402.35	5,029,798.93	5,017,696.00	4,504,725.92	-10.22%
	TOTAL INCOME - All Funds	5,460,454.63	5,515,094.60	5,329,998.93	5,324,696.00	4,817,725.92	-9.52%

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## EXPENSE SUMMARY FY 2018-2019

		Actuals FY 15-16	Actuals FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	% of chg
<b>CORPORATE FUND</b>	<b>EMPLOYEE COSTS</b>						
10-10-5603-10	Administrative - Regular Hours	403,444.68	489,320.05	454,123.24	508,961.08	524,814.38	3.11%
10-10-5603-20	Adult Servs - Regular Hours	521,438.71	516,909.88	548,910.88	529,222.36	549,285.24	3.79%
10-10-5603-30	Youth Servs - Regular Hours	332,573.46	330,409.93	358,837.69	357,007.29	346,183.57	-3.03%
10-10-5603-50	Technical Servs - Regular Hours	321,041.60	291,554.26	332,702.70	268,861.76	272,021.81	1.18%
10-10-5603-60	Circulation - Regular Hours	464,360.96	466,472.17	489,564.44	481,779.21	513,846.15	6.66%
10-10-5613-10	Administrative - Sunday Hours	5,838.11	5,930.54	6,500.00	6,200.00	0.00	-100.00%
10-10-5613-20	Adult Services - Sunday Hours	23,852.01	21,456.22	27,000.00	23,400.00	0.00	-100.00%
10-10-5613-30	Youth Servs - Sunday Hours	14,677.01	14,066.91	18,300.00	16,000.00	0.00	-100.00%
10-10-5613-60	Circulation - Sunday Hours	29,701.77	29,735.21	34,500.00	29,400.00	0.00	-100.00%
multiple	Health Insurance	202,736.94	246,882.50	258,500.00	305,000.00	320,000.00	4.92%
multiple	Dental Insurance	18,146.73	17,631.34	20,000.00	20,000.00	20,000.00	0.00%
10-10-5623-00	Compysch Assistance Plan	0.00	0.00	1,000.00	1,000.00	870.00	-13.00%
10-10-5646-00	Unemployment Compensation Ins	4,470.50	-32.07	4,500.00	4,000.00	4,000.00	0.00%
10-10-5646-10	Tuition Reimbursement	0.00	0.00	0.00	2,000.00	0.00	-100.00%
(excludes IMRE, FICA)	Total Employee Costs	2,342,282.48	2,430,336.94	2,554,438.94	2,552,831.70	2,551,021.15	-0.07%
<b>CORPORATE FUND</b>	<b>BUILDING COSTS</b>						
10-20-5650-00	Internet Service Provider	7,200.00	6,362.40	6,600.00	6,600.00	5,400.00	-18.18%
10-20-5651-00	INet Consortium	1,810.00	1,810.00	1,810.00	1,810.00	1,810.00	0.00%
10-20-5652-00	Utilities - Phone	7,784.84	8,778.92	7,500.00	7,800.00	8,000.00	2.56%
10-20-5653-00	Utilities - Gas	5,462.26	6,585.83	8,000.00	7,000.00	7,000.00	0.00%
10-20-5654-00	Utilities - Sewer/Water	1,830.86	2,763.58	2,750.00	2,750.00	2,750.00	0.00%
10-20-5655-00	Utilities - Electric	45,755.72	48,926.79	47,250.00	48,700.00	50,000.00	2.67%
10-20-5656-00	Verizon Wireless	700.80	730.96	680.00	680.00	1,500.00	120.59%
10-20-5660-00	Maint Contracts - HVAC	4,550.00	4,933.65	7,550.00	5,500.00	5,000.00	-9.09%
10-20-5661-00	Maint Contracts - Maint Serv.	32,762.50	32,111.00	36,750.00	36,750.00	36,750.00	0.00%
10-20-5662-00	Maint Contracts - Landscape Serv	33,656.06	34,375.04	34,000.00	34,000.00	34,500.00	1.47%
10-20-5663-00	Maint/Repairs - Genl Supplies	6,925.70	10,707.90	10,000.00	8,000.00	9,000.00	12.50%
10-20-5664-00	Maint/Repairs - Non Contract Work	7,245.81	23,430.27	20,000.00	18,000.00	18,700.00	3.89%
10-20-5665-00	Rubbish Removal	2,119.99	2,149.08	2,500.00	2,500.00	2,500.00	0.00%
	Total Building Costs	157,804.54	183,665.42	185,390.00	180,090.00	182,910.00	1.57%
<b>CORPORATE FUND</b>	<b>OPERATING EXPENSES</b>						
10-25-5710-00	Postage and Shipping	4,189.21	2,739.60	4,500.00	4,500.00	4,000.00	-11.11%



## EXPENSE SUMMARY FY 2018-2019

		Actuals FY 15-16	Actuals FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	% of chg
10-25-5710-10	Printing/Spec Serv. - Adult	25,776.60	30,501.65	26,400.00	26,400.00	20,000.00	-24.24%
10-25-5710-30	Printing/Spec Serv. - Youth Services	87.80	87.80	1,000.00	0.00	0.00	0.00%
10-25-5711-00	Postage Spec Serv	6,155.03	7,709.03	8,500.00	8,500.00	8,500.00	0.00%
10-25-5712-00	Printing	555.43	1,208.34	1,000.00	1,000.00	1,000.00	0.00%
10-25-5713-00	Office Supplies	4,720.27	6,374.85	8,000.00	5,000.00	5,000.00	0.00%
10-25-5714-00	Circ Material Supplies	11,162.24	9,264.86	9,080.00	9,080.00	9,500.00	4.63%
10-25-5715-00	Copier Supplies	1,184.84	1,852.04	2,500.00	2,500.00	2,000.00	-20.00%
10-25-5716-00	Kitchen Supplies	6,441.72	6,433.82	7,000.00	6,500.00	6,500.00	0.00%
10-25-5717-00	Processing Supplies	25,284.68	30,914.76	35,275.00	27,500.00	25,000.00	-9.09%
10-25-5718-00	Computer Supplies	13,773.50	15,937.02	12,000.00	13,500.00	14,500.00	7.41%
10-25-5719-00	Publishing	2,322.65	704.95	2,395.00	2,000.00	1,200.00	-40.00%
10-25-5722-15	Safety Deposit Box Rental	150.00	150.00	150.00	150.00	150.00	0.00%
10-25-5723-00	Check Printing	187.26	193.13	500.00	250.00	250.00	0.00%
10-25-5723-15	Bank Charges	859.40	1,396.65	1,000.00	1,000.00	1,750.00	75.00%
10-25-5724-15	Local Travel	349.31	255.66	700.00	700.00	500.00	-28.57%
	Total Operating Expenses	103,199.94	115,724.16	120,000.00	108,580.00	99,850.00	-8.04%
<b>CORPORATE FUND</b>	<b>INSURANCE</b>						
10-30-5750-00	Fidelity Bonds	4,400.00	0.00	2,300.00	2,500.00	2,300.00	-8.00%
10-30-5751-00	Property Damage (All-Peril)	12,596.24	26,193.00	27,450.00	25,000.00	23,000.00	-8.00%
10-30-5752-00	Notary Bond	60.00	0.00	0.00	0.00	0.00	0.00%
10-30-5754-00	Workers Comp Insurance	1,214.00	5,396.00	5,550.00	5,400.00	6,400.00	18.52%
	Total Insurance	18,270.24	31,589.00	35,300.00	32,900.00	31,700.00	-3.65%
<b>CORPORATE FUND</b>	<b>CONTRACTUAL SERVICES</b>						
10-35-5760-00	Legal Services	18,142.78	16,501.25	30,000.00	25,000.00	20,000.00	-20.00%
10-35-5761-00	Collection Agency	509.90	545.85	1,080.00	700.00	700.00	0.00%
10-35-5762-00	Other Contractual Services - Admin	894.00	3,804.72	5,500.00	3,500.00	3,500.00	0.00%
10-35-5763-00	Contractual-Technology Asst	37,487.30	31,696.22	34,000.00	25,000.00	30,000.00	20.00%
10-35-5764-10	Other Contractual Services - Librs.	1,436.50	5,142.39	5,100.00	4,500.00	4,500.00	0.00%
10-35-5765-10	Investment Agency Consultants	5,070.34	5,792.91	5,250.00	7,000.00	7,000.00	0.00%
10-35-5770-00	Audit Fee	8,000.00	8,250.00	8,250.00	8,250.00	8,500.00	3.03%
10-35-5771-00	Payroll Service	7,169.04	7,138.90	7,500.00	7,700.00	7,700.00	0.00%
10-48-5846-20	Acctg - Maint & Upgrades	7,946.39	7,520.49	7,500.00	0.00	0.00	0.00%
10-35-5769-00	Acctg - Maint & Upgrades	0.00	0.00	0.00	7,937.00	7,574.00	-4.57%
	Total Contractual	86,656.25	86,392.73	104,180.00	89,587.00	89,474.00	-0.13%

## EXPENSE SUMMARY FY 2018-2019

		Actuals FY 15-16	Actuals FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	% of chg
<b>CORPORATE FUND</b>	<b>PERSONNEL DEVELOPMENT</b>						
10-40-5783-00	Dues - Staff	5,270.46	3,919.00	5,400.00	5,400.00	5,100.00	-5.56%
10-40-5784-00	Meetings - Staff	1,997.41	1,591.83	3,650.00	2,500.00	2,000.00	-20.00%
10-40-5785-00	Conferences - Staff	17,913.46	16,865.14	19,000.00	15,000.00	15,000.00	0.00%
10-40-5786-00	Memorial/Tribute/Recognition	1,647.64	1,215.34	7,450.00	2,000.00	2,000.00	0.00%
10-40-5787-00	In-Service	2,178.78	1,287.95	4,000.00	3,000.00	3,000.00	0.00%
10-40-5788-00	Training (Cont Ed) - Staff	1,084.06	1,231.58	4,150.00	2,200.00	1,500.00	-31.82%
	Total Personnel Dev - Staff Only	30,091.81	26,110.84	43,650.00	30,100.00	28,600.00	-4.98%
<b>CORPORATE FUND</b>	<b>TRUSTEE EXPENSES</b>						
10-45-5786-70	Dues - Trustee	0.00	675.00	650.00	525.00	525.00	0.00%
10-45-5788-70	Meetings - Trustee	-75.55	352.25	890.00	500.00	1,000.00	100.00%
10-45-5787-70	Conferences - Trustee	520.00	350.00	1,000.00	500.00	1,000.00	100.00%
10-45-5789-70	Training-Trustee	0.00	384.96	1,000.00	500.00	1,000.00	100.00%
	Total Trustee Only	444.45	1,762.21	3,540.00	2,025.00	3,525.00	74.07%
	Total Personnel Development	30,536.26	27,873.05	47,190.00	32,125.00	32,125.00	0.00%
<b>CORPORATE FUND</b>	<b>EQUIPMENT</b>						
10-48-5801-10	Polaris ILS	42,864.57	48,692.97	47,100.00	47,100.00	50,000.00	6.16%
10-48-5802-00	Major Equip - Library Wide	0.00	455.64	500.00	0.00	0.00	0.00%
10-48-5802-10	Major Equip - Dir/Asst Dir	310.43	318.57	500.00	0.00	0.00	0.00%
10-48-5802-15	Major Equip - Adm Serv/Pr	0.00	269.99	500.00	0.00	0.00	0.00%
10-48-5802-20	Major Equip - Adult Services	251.78	331.84	500.00	0.00	0.00	0.00%
10-48-5802-30	Major Equip - Youth	739.06	129.75	500.00	0.00	0.00	0.00%
10-48-5802-50	Major Equip - Tech Services	288.02	496.41	500.00	0.00	0.00	0.00%
10-48-5802-60	Major Equip - Circ	190.00	462.80	500.00	0.00	0.00	0.00%
10-48-5823-10	Minor Equip - Administration	0.00	360.78	200.00	700.00	700.00	0.00%
10-48-5823-15	Minor Equip - Adm Serv/Pr	0.00	136.52	200.00	0.00	0.00	0.00%
10-48-5823-20	Minor Equip - Adult Services	143.39	80.00	200.00	700.00	700.00	0.00%
10-48-5823-30	Minor Equip - Youth	435.52	94.75	200.00	700.00	700.00	0.00%
10-48-5823-50	Minor Equip - Tech Services	164.90	196.74	200.00	700.00	700.00	0.00%
10-48-5823-60	Minor Equip - Circ	0.00	81.33	200.00	700.00	700.00	0.00%
10-48-5843-00	Rental - Postage Meter	720.00	1.00	800.00	800.00	720.00	-10.00%
10-48-5845-00	Equip Maint/Repr - Contracts - Lib Wide	14,379.68	17,874.57	19,168.00	19,150.00	19,000.00	-0.78%

## EXPENSE SUMMARY FY 2018-2019

		Actuals FY 15-16	Actuals FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	% of chg
10-48-5846-00	Equip Maint/Repr - Non-Contr - Lib Wide	192.50	1,363.34	3,000.00	1,000.00	1,000.00	0.00%
	Total Equipment	60,679.85	71,347.00	74,768.00	71,550.00	74,220.00	3.73%
<b>CORPORATE FUND</b>	<b>LIBRARY MATERIALS</b>						
10-50-5863-20	Literacy	9,730.34	7,354.77	10,650.00	10,000.00	9,000.00	-10.00%
10-50-5863-30	Books - Youth	53,856.34	50,397.60	51,000.00	51,000.00	53,000.00	3.92%
10-50-5863-50	Books - Tech Services	0.00	202.05	535.00	500.00	200.00	-60.00%
10-50-5864-10	Books - Non-Fiction	77,543.16	81,079.82	84,000.00	82,000.00	82,000.00	0.00%
10-50-5865-10	Books - Adult/Teen Fiction	74,623.53	68,985.94	56,100.00	65,000.00	68,500.00	5.38%
10-50-5866-20	Rental Books - Adult Services	6,956.75	3,749.80	6,000.00	0.00	0.00	0.00%
10-50-5867-20	Reference Books - Adult Services	30,438.15	22,365.10	19,700.00	24,000.00	22,000.00	-8.33%
10-50-5869-20	Internet Licensed Dbases	116,791.82	103,932.42	126,500.00	126,500.00	126,500.00	0.00%
10-50-5871-20	Document Delivery	20,960.02	20,603.17	24,000.00	22,000.00	22,000.00	0.00%
10-50-5872-10	Databases - Professional	7,144.63	7,413.57	10,000.00	10,000.00	10,000.00	0.00%
10-50-5873-30	Databases - Youth Services	9,763.67	16,257.33	12,500.00	12,500.00	12,700.00	1.60%
10-50-5890-30	Audio-Visual Matls - Youth	15,456.63	18,106.63	19,500.00	18,000.00	18,000.00	0.00%
10-50-5895-40	Audio-Visual Matls - Adult Services	98,440.64	100,413.73	89,000.00	95,000.00	102,000.00	7.37%
10-50-5900-20	Periodicals - Adult Services	37,753.51	41,750.35	42,620.00	42,620.00	42,000.00	-1.45%
10-50-5900-30	Periodicals - Youth	654.55	667.84	1,000.00	1,000.00	800.00	-20.00%
10-50-5900-80	Periodicals - Prof. Collection	2,575.40	3,378.44	5,000.00	5,000.00	4,000.00	-20.00%
	Total Library Materials	562,689.14	546,658.56	558,105.00	565,120.00	572,700.00	1.34%
<b>CORPORATE FUND</b>	<b>PROGRAMS</b>						
10-60-5931-10	Programs - Adult	14,859.01	14,065.16	16,550.00	16,000.00	16,000.00	0.00%
10-60-5931-30	Programs - Youth	9,879.30	11,477.18	11,000.00	11,000.00	11,000.00	0.00%
10-60-5931-40	Online Marketing - Youth	2,513.60	466.33	2,545.00	2,000.00	1,800.00	-10.00%
10-60-5931-50	Community Relations-Library Wide	4,245.85	7,026.53	5,500.00	6,000.00	6,500.00	8.33%
10-60-5940-10	Readers Services - Adult Services	653.51	1,387.41	2,300.00	2,000.00	2,000.00	0.00%
10-60-5940-30	Readers Services - Youth Services	3,917.90	4,395.42	5,300.00	5,300.00	5,000.00	-5.66%
	Total Programs	36,069.17	38,818.03	43,195.00	42,300.00	42,300.00	0.00%
<b>CORPORATE FUND</b>	<b>RESTRICTED EXPENSES</b>						
10-80-5980-80	Restricted - Gifts	0.00	0.00	20,000.00	0.00	0.00	0.00%
10-80-5981-80	Restricted - Per Capita Grant	35,629.49	21,971.75	0.00	0.00	0.00	0.00%

## EXPENSE SUMMARY FY 2018-2019

		Actuals FY 15-16	Actuals FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	% of chg
10-80-5982-80	Restricted - Other	0.00	0.00	0.00	0.00	0.00	0.00%
10-80-5984-80	Restricted - Transfer to Special Reserve	550,000.00	475,000.00	450,000.00	300,000.00	300,000.00	0.00%
10-80-5985-80	Restricted-Transfer from Spec Res Acct	-33,292.39	0.00	0.00	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	50,000.00	-75.00%
	Total Restricted Expenses	752,337.10	696,971.75	670,000.00	500,000.00	350,000.00	-30.00%
10-90-5999-00	Contingency	11,237.75	0.00	75,000.00	75,000.00	25,000.00	-66.67%
	TOTAL CORPORATE FUND EXPENSES	4,161,762.72	4,229,376.64	4,467,566.94	4,250,083.70	4,051,300.15	-4.68%
	<b>.02 BUILDING/MAINTENANCE FUND</b>						
30-65-5920-00	Network - Purchases (.02 B/M)	22,813.09	40,492.58	52,000.00	50,000.00	60,000.00	20.00%
30-65-5925-00	Network Maintenance (.02 B/M)	48,916.55	41,853.94	35,000.00	30,000.00	30,000.00	0.00%
30-65-5926-00	Maint - Bldg Structure (.02 B/M)	48,162.58	59,820.48	47,500.00	57,000.00	65,000.00	14.04%
	TOTAL .02 BUILDING/MAINT. FUND	119,892.22	142,167.00	134,500.00	137,000.00	155,000.00	13.14%
	<b>IMRF FUND</b>						
40-multiple acct #s	IMRF Expense - All Depts.	213,910.14	201,289.68	235,000.00	217,419.42	180,000.00	-17.21%
	TOTAL IMRF FUND	213,910.14	201,289.68	235,000.00	217,419.42	180,000.00	-17.21%
	<b>FICA FUND</b>						
45-multiple acct #s	FICA Expense - All Depts.	158,927.09	161,629.85	173,688.58	169,893.63	168,770.56	-0.66%
	TOTAL FICA FUND	158,927.09	161,629.85	173,688.58	169,893.63	168,770.56	-0.66%
	<b>(TOTALS NOT REFLECTING SPEC. RES.)</b>	4,654,492.17	4,734,463.17	5,010,755.52	4,774,396.75	4,555,070.71	-4.59%
	<b>SPECIAL RESERVE FUND</b>						
	<b>Capital Expenses and Maintenance</b>						
70-20-5660-00	Facility and campus (Spec Res)	0.00	0.00	30,000.00	30,000.00	30,000.00	0.00%
70-65-5671-00	Library Furn. and Equipment (Spec Res)	45.94	0.00	155,000.00	100,000.00	200,000.00	100.00%

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## EXPENSE SUMMARY FY 2018-2019

		Actuals FY 15-16	Actuals FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	% of chg
	<b>Total Capital Expenses and Maintenance</b>	45.94	0.00	185,000.00	130,000.00	230,000.00	76.92%
70-65-5674-00	Consulting	3,150.00	27,568.91	50,000.00	50,000.00	50,000.00	0.00%
70-65-5861-00	Interior Renovations	0.00	0.00	10,000.00	10,000.00	0.00	-100.00%
70-65-5911-15	Remodeling	-500.00	0.00	0.00	0.00	0.00	0.00%
	<b>TOTAL SPECIAL RESERVE FUND</b>	2,695.94	27,568.91	245,000.00	190,000.00	280,000.00	47.37%
	<b>Total Expenses - ALL FUNDS</b>	<b>4,657,188.11</b>	<b>4,762,032.08</b>	<b>5,255,755.52</b>	<b>4,964,396.75</b>	<b>4,835,070.71</b>	<b>-2.61%</b>
					<b>-291,358.77</b>	<b>-129,326.04</b>	

202,736.94	246,862.50	256,300.00	303,000.00	320,000.00	4.92%
18,146.73	17,631.34	20,000.00	20,000.00	20,000.00	0.00%
0.00	0.00	1,000.00	1,000.00	870.00	-13.00%
0.00	0.00	0.00	2,000.00	0.00	-100.00%
2,337,811.98	2,430,369.01	2,549,938.94	2,548,831.70	2,547,021.15	-0.07%
213,910.14	201,289.68	235,000.00	217,419.42	180,000.00	-17.21%

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## BUILDING COSTS BUDGET FY 18-19

Acct. #		Actual FY 15-16	Actual FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Bud 18-19 to Bud 17-18
	<b>BUILDING COSTS</b>						
10-20-5650-00	Internet Service Provider	7,200.00	6,362.40	6,600.00	6,600.00	5,400.00	-18.18%
	Internet access						
10-20-5651-00	INet Consortium	1,810.00	1,810.00	1,810.00	1,810.00	1,810.00	0.00%
	INet equipment (fiberoptic/ethernet)						
10-20-5652-00	Utilities - Phone	7,784.84	8,778.92	7,500.00	7,800.00	8,000.00	2.56%
10-20-5653-00	Utilities - Gas	5,462.26	6,585.83	8,000.00	7,000.00	7,000.00	0.00%
10-20-5654-00	Utilities - Sewer & Water	1,830.86	2,763.58	2,750.00	2,750.00	2,750.00	0.00%
10-20-5655-00	Utilities - Electric	45,755.72	48,926.79	47,250.00	48,700.00	50,000.00	2.67%
10-20-5656-00	Verizon (remote access)	700.80	730.96	680.00	680.00	1,500.00	120.59%
	Hotspots, smartphone						
10-20-5660-00	Maint Contracts - HVAC	4,550.00	4,933.65	7,550.00	5,500.00	5,000.00	-9.09%
	Scheduled preventative maintenance						
10-20-5661-00	Maint Contracts - Maint Service	32,762.50	32,111.00	36,750.00	36,750.00	36,750.00	0.00%
	Pest control; facility cleaning: window, carpet, tiles, etc.						
10-20-5662-00	Maint Contracts - Landscape Serv	33,656.06	34,375.04	34,000.00	34,000.00	34,500.00	1.47%
	Landscaping, tree/shrub removal services, snow plowing and salting of parking lot/sidewalks						
10-20-5663-00	Maint/Repairs - General, Supplies	6,925.70	10,707.90	10,000.00	8,000.00	9,000.00	12.50%
	Janitorial supplies, building repair (minor), replacement lights						
10-20-5664-00	Maint/Repairs - Non Contract Work	7,245.81	23,430.27	20,000.00	18,000.00	18,700.00	3.89%
	Hvac repairs not under contract, plumbing, electrical work, other repairs.						
10-20-5665-00	Rubbish Removal	2,119.99	2,149.08	2,500.00	2,500.00	2,500.00	0.00%
	<b>Total Building Costs</b>	157,804.54	183,665.42	185,390.00	180,090.00	182,910.00	1.57%

## OPERATING COSTS BUDGET FY 18-19

Acct #		Actual FY 15-16	Actual FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Bud 18-19 to Bud 17-18
	<b>OPERATING EXPENSES</b>						
10-25-5710-00	<b>Postage/Shipping</b>	4,189.21	2,739.60	4,500.00	4,500.00	4,000.00	-11.11%
	Postage meter, UPS/FedEx, certified mailings						
10-25-5710-10	<b>Printing/Spec Serv.</b>	25,776.60	30,501.65	26,400.00	26,400.00	20,000.00	-24.24%
	Newsletter, other communications						
10-25-5710-30	<b>Printing/Spec Serv. - Youth Services</b>	87.80	87.80	1,000.00	0.00	0.00	0.00%
	<i>No longer separate line item</i>						
10-25-5711-00	<b>Postage Spec Serv</b>	6,155.03	7,709.03	8,500.00	8,500.00	8,500.00	0.00%
	Mailing and permit fees						
10-25-5712-00	<b>Printing</b>	555.43	1,208.34	1,000.00	1,000.00	1,000.00	0.00%
	Letterhead, envelopes, business cards						
10-25-5713-00	<b>Office Supplies</b>	4,720.27	6,374.85	8,000.00	5,000.00	5,000.00	0.00%
	Library-wide supplies						
10-25-5714-00	<b>Circ Material Supplies</b>	11,162.24	9,264.86	9,080.00	9,080.00	9,500.00	4.63%
	Patron IDs, barcode labels, registration cards, cleaning supplies, thermal receipt paper, bags, etc						
10-25-5715-00	<b>Copier Supplies</b>	1,184.84	1,852.04	2,500.00	2,500.00	2,000.00	-20.00%
	Copier supplies for all copiers; toner, paper.						
10-25-5716-00	<b>Kitchen Supplies</b>	6,441.72	6,433.82	7,000.00	6,500.00	6,500.00	0.00%
10-25-5717-00	<b>Processing Supplies</b>	25,284.68	30,914.76	35,275.00	27,500.00	25,000.00	-9.09%
	Barcodes, replacement cases, security tags, labels, etc.						
10-25-5718-00	<b>Computer Supplies</b>	13,773.50	15,937.02	12,000.00	13,500.00	14,500.00	7.41%
	Laser toner cartridges, color printers supplies, cleaning products for public/staff PCs, PACS and printers.						
10-25-5719-00	<b>Publishing</b>	2,322.65	704.95	2,395.00	2,000.00	1,200.00	-40.00%
	Ordinances, booklets, directories, etc.						
10-25-5722-15	<b>Safety Deposit Box Rental</b>	150.00	150.00	150.00	150.00	150.00	0.00%
10-25-5723-00	<b>Check Printing</b>	187.26	193.13	500.00	250.00	250.00	0.00%
	Accts payable/petty cash checks, deposit slips						
10-25-5723-15	<b>Bank Charges</b>	859.40	1,396.65	1,000.00	1,000.00	1,750.00	75.00%
	Fees: wire, bank, and e-commerce						
10-25-5724-15	<b>Local Travel</b>	349.31	255.66	700.00	700.00	500.00	-28.57%
	Travel reimbursement for business						
	<b>Total Operating Expenses</b>	103,199.94	115,724.16	120,000.00	108,580.00	99,850.00	-8.04%



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## INSURANCE COSTS BUDGET FY 18-19

		Actual	Actual	Budget	Budget	Budget	Budget	Bud 18-19
		FY 15-16	FY 16-17	FY 16-17	FY 17-18	FY 18-19		to Bud 17-18
Acct. #	INSURANCE							
10-30-5750-00	Fidelity Bonds	4,400.00	0.00	2,300.00	2,500.00	2,300.00		-8.00%
	Treasurer' s bond							
10-30-5751-00	Property Insurance	12,596.24	26,193.00	27,450.00	25,000.00	23,000.00		-8.00%
	Package; Property, Gen. Liability, Auto, Physical Damage, Crime, Boiler & Machinery, etc.							
10-30-5752-00	Notary Bond	60.00	0.00	0.00	0.00	0.00		0.00%
10-30-5754-00	Workers Comp Insurance	1,214.00	5,396.00	5,550.00	5,400.00	6,400.00		18.52%
	LIRA recommended adjustment							
	Total Insurance	18,270.24	31,589.00	35,300.00	32,900.00	31,700.00		-3.65%

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## CONTRACTUAL SERVICES COSTS

## BUDGET FY 2018-19

Acct. #		Actual FY 15-16	Actual FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Bud 18-19 to Bud 17-18
	<b>CONTRACTUAL SERVICES</b>						
10-35-5760-00	Legal Services	18,142.78	16,501.25	30,000.00	25,000.00	20,000.00	-20.00%
10-35-5761-00	Collection Agency	509.90	545.85	1,080.00	700.00	700.00	0.00%
10-35-5762-00	Other Contractual Services - Adm Management Association, facility appraisal, Constant Contact, etc	894.00	3,804.72	5,500.00	3,500.00	3,500.00	0.00%
10-35-5763-00	Contractual-Technology Consulting Network monitoring, cloud services	37,487.30	31,696.22	34,000.00	25,000.00	30,000.00	20.00%
10-35-5764-10	Other Contractual Services - Library-wide Web & app design authority	1,436.50	5,142.39	5,100.00	4,500.00	4,500.00	0.00%
10-35-5765-10	Investment Agency Consultants	5,070.34	5,792.91	5,250.00	7,000.00	7,000.00	0.00%
10-35-5771-00	Payroll Service	7,169.04	7,138.90	7,500.00	7,700.00	7,700.00	0.00%
10-35-5770-00	Contractual - Audit Fee 2016=8000, 2017=8250, 2018=8500	8,000.00	8,250.00	8,250.00	8,250.00	8,500.00	3.03%
10-48-5846-20	Acctg - Maint & Upgrades Moved from Equipment budget	7,946.39	7,520.49	7,500.00	0.00	0.00	0.00%
10-35-5769-00	Acctg - Maint & Upgrades New acct number	0.00	0.00	0.00	7,937.00	7,574.00	-4.57%
	<b>Total Contractual</b>	86,656.25	86,392.73	104,180.00	89,587.00	89,474.00	-0.13%

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**BUDGET 2018-19**  
**Personnel Development**

Acct. #		Actual FY 15-16	Actual FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Bud 18-19 to Bud 17-18
	<b>PERSONNEL DEVELOPMENT</b>						
10-40-5783-00	Dues - Staff	5,270.46	3,919.00	5,400.00	5,400.00	5,100.00	-5.56%
10-40-5784-00	Meetings - Staff	1,997.41	1,591.83	3,650.00	2,500.00	2,000.00	-20.00%
10-40-5785-00	Conferences - Staff	17,913.46	16,865.14	19,000.00	15,000.00	15,000.00	0.00%
10-40-5786-00	Memorial/Tribute/Recognition	1,647.64	1,215.34	7,450.00	2,000.00	2,000.00	0.00%
10-40-5787-00	In-Service	2,178.78	1,287.95	4,000.00	3,000.00	3,000.00	0.00%
10-40-5788-00	Training (Cont. Ed) - Staff	1,084.06	1,231.58	4,150.00	2,200.00	1,500.00	-31.82%
	<b>Total Personnel Dev - Staff</b>	30,091.81	26,110.84	43,650.00	30,100.00	28,600.00	-4.98%
	<b>TRUSTEE EXPENSES</b>						
10-45-5786-70	Dues - Trustees ILA	0.00	675.00	650.00	525.00	525.00	0.00%
10-45-5788-70	Meetings - Trustees-workshop and training	-75.55	352.25	890.00	500.00	1,000.00	100.00%
10-45-5787-70	Conferences - Trustees	520.00	350.00	1,000.00	500.00	1,000.00	100.00%
10-45-5789-70	Training-Trustees	0.00	384.96	1,000.00	500.00	1,000.00	100.00%
	<b>Total Personnel Dev - Trustee</b>	444.45	1,762.21	3,540.00	2,025.00	3,525.00	74.07%
	<b>Total Personnel Development</b>	30,536.26	27,873.05	47,190.00	32,125.00	32,125.00	0.00%

## EQUIPMENT COSTS BUDGET FY 18-19

Acct. #	EQUIPMENT	Actual		Budget		Budget		Budget	
		FY 15-16	FY 16-17	FY 16-17	FY 17-18	FY 18-19	Bud 18-19 to Bud 17-18		
10-48-5801-10	Polaris ILS	42,864.57	48,692.97	47,100.00	47,100.00	50,000.00	6.16%		
	ILS software maint and updates, server/client, self-checks, outreach module, inventory PAC, licenses, Syndetics								
10-48-5802-00	Major Equip - Library Wide	0.00	455.64	500.00	0.00	0.00	0.00%		
10-48-5802-10	Major Equip - Dir/Asst Dir	310.43	318.57	500.00	0.00	0.00	0.00%		
10-48-5802-15	Major Equip - Adm Serv	0.00	269.99	500.00	0.00	0.00	0.00%		
10-48-5802-20	Major Equip - Adult Services	251.78	331.84	500.00	0.00	0.00	0.00%		
10-48-5802-30	Major Equip - Youth	739.06	129.75	500.00	0.00	0.00	0.00%		
10-48-5802-50	Major Equip - Tech Services	288.02	496.41	500.00	0.00	0.00	0.00%		
10-48-5802-60	Major Equip - Circ	190.00	462.80	500.00	0.00	0.00	0.00%		
	Combined Major Equip with Minor Equip								
10-48-5823-10	Minor Equip - Administration	0.00	360.78	200.00	700.00	700.00	0.00%		
10-48-5823-15	Minor Equip - Adm Serv/PR	0.00	136.52	200.00	0.00	0.00	0.00%		
10-48-5823-20	Minor Equip - Adult Services	143.39	80.00	200.00	700.00	700.00	0.00%		
10-48-5823-30	Minor Equip - Youth	435.52	94.75	200.00	700.00	700.00	0.00%		
10-48-5823-50	Minor Equip - Tech Services	164.90	196.74	200.00	700.00	700.00	0.00%		
10-48-5823-60	Minor Equip - Circ	0.00	81.33	200.00	700.00	700.00	0.00%		
10-48-5843-00	Rental - Postage Meter	720.00	1.00	800.00	800.00	720.00	-10.00%		
	Rental fees -180/qtr								
10-48-5845-00	Equip Maint/Repr - Contracts - Lib Wide	14,379.68	17,874.57	19,168.00	19,150.00	19,000.00	-0.78%		
	Elevator/inspection, security alarm, main copier, backflow testing, sprinklers, fire extinguishers, automatic doors, RTI disk cleaner, boiler inspection, YS/CS copiers, cash register								
10-48-5846-00	Equip Maint/Repr - Non-Contracts - Lib Wide	192.50	1,363.34	3,000.00	1,000.00	1,000.00	0.00%		
	Total Equipment	60,679.85	71,347.00	74,768.00	71,550.00	74,220.00	3.73%		

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## MATERIALS COSTS BUDGET FY 18-19

Acct. #		Actual FY 15-16	Actual FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Bud 18-19 to Bud 17-18
10-50-5863-20	<b>MATERIALS</b>						
	<b>Literacy</b>	9,730.34	7,354.77	10,650.00	10,000.00	9,000.00	-10.00%
	ESL/ELD classes, Print, AV and journal subscriptions, posters/brochures, software						
10-50-5863-30	<b>Books - Youth</b>	53,856.34	50,397.60	51,000.00	51,000.00	53,000.00	3.92%
	Print materials, replacements, lost/missing & duplicate popular materials						
10-50-5863-50	<b>Books - Tech Services</b>	0.00	202.05	535.00	500.00	200.00	-60.00%
	Library of Congress subject headings, etc						
10-50-5864-10	<b>Books - Non Fiction</b>	77,543.16	81,079.82	84,000.00	82,000.00	82,000.00	0.00%
	Print materials, replacements, lost/missing & duplicate popular materials						
10-50-5865-10	<b>Books - Adult/Teen Fiction</b>	74,623.53	68,985.94	56,100.00	65,000.00	68,500.00	5.38%
	Print materials, replacements, lost/missing & duplicate popular materials						
10-50-5866-20	<b>Business-Reference-Supplements</b>	6,956.75	3,749.80	6,000.00	0.00	0.00	0.00%
	<i>Combined this w/10-50-5867-20</i>						
10-50-5867-20	<b>Reference Books - Adult Services</b>	30,438.15	22,365.10	19,700.00	24,000.00	22,000.00	-8.33%
	Continuations, govt, investments, directories, etc						
10-50-5869-20	<b>Internet Licensed Databases</b>	116,791.82	103,932.42	126,500.00	126,500.00	126,500.00	0.00%
	Publicly accessible databases/remote and in-house						
10-50-5871-20	<b>Document Delivery</b>	20,960.02	20,603.17	24,000.00	22,000.00	22,000.00	0.00%
	OCLC and management fees of ILLs.						
10-50-5872-10	<b>Databases - Professional</b>	7,144.63	7,413.57	10,000.00	10,000.00	10,000.00	0.00%
	Staff material selection, cataloging, etc.						
10-50-5873-30	<b>Databases - Youth Services</b>	9,763.67	16,257.33	12,500.00	12,500.00	12,700.00	1.60%
	Publicly accessible databases/remote and in-house						
10-50-5890-30	<b>Audio-Visual Mats - Youth</b>	15,456.63	18,106.63	19,500.00	18,000.00	18,000.00	0.00%
	AV materials for children and Jr high aged students, includes DVDs, CDs, video games, digital content, audio books, puzzles and puppets.						
10-50-5895-40	<b>Audio-Visual Mats - Adult Services</b>	98,440.64	100,413.73	89,000.00	95,000.00	102,000.00	7.37%
	E-readers/devices, digital content, e-audio, art prints, replacement copies. Additional Advantage titles: Overdrive, Increased use: Hoopla						
10-50-5900-20	<b>Periodicals - Adult Services</b>	37,753.51	41,750.35	42,620.00	42,620.00	42,000.00	-1.45%
	Magazines and affiliated resources						
10-50-5900-30	<b>Periodicals - Youth</b>	654.55	667.84	1,000.00	1,000.00	800.00	-20.00%
	Magazines and affiliated resources						

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## MATERIALS COSTS BUDGET FY 18-19

		Actual FY 15-16	Actual FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Bud 18-19 to Bud 17-18
10-50-5900-80	Periodicals - Prof. Collection	2,575.40	3,378.44	5,000.00	5,000.00	4,000.00	-20.00%
	ALA, ILA and other affiliated publications						
	<b>Total Library Materials</b>	562,689.14	546,658.56	558,105.00	565,120.00	572,700.00	1.34%

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## PROGRAM COSTS BUDGET FY 2018-19

Acct. #		Actual FY 15-16	Actual FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Bud 18-19 to Bud 17-18
	<b>PROGRAMS</b>						
10-60-5931-10	<b>Programs - Adults</b> Adult, Teen, Family and Senior programs: speakers, performers, lectures, book/film groups, classes.	14,859.01	14,065.16	16,550.00	16,000.00	16,000.00	0.00%
10-60-5931-30	<b>Programs - Youth</b> Babies thru Jr-high programs, speakers and performers. After school and outreach programs	9,879.30	11,477.18	11,000.00	11,000.00	11,000.00	0.00%
10-60-5931-40	<b>Online Marketing - Library wide</b> Digital Outreach Team, eNews, VIP Text	2,513.60	466.33	2,545.00	2,000.00	1,800.00	-10.00%
10-60-5940-10	<b>Readers Services - Adult Services</b> Posters, bookmarks, display items, colored paper, summer read program supplies, etc.	653.51	1,387.41	2,300.00	2,000.00	2,000.00	0.00%
10-60-5940-30	<b>Readers Services - Youth</b> YS area displays, storytime room, bulletin boards, bookmarks, program supplies, etc	3,917.90	4,395.42	5,300.00	5,300.00	5,000.00	-5.66%
10-60-5931-50	<b>Community Relations-Library Wide</b> Library-wide programming efforts: Natl Library Week, Library Card Signup Month, outreach, digital sign, Museum Adventure Pass annual membership	4,245.85	7,026.53	5,500.00	6,000.00	6,500.00	8.33%
	<b>Total Programs</b>	36,069.17	38,818.03	43,195.00	42,300.00	42,300.00	0.00%

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## SPECIAL RESERVES

FY 2018-2019

Acct. #	Actual FY 15-16	Actual FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Bud 17-18 to Bud 16-17
<b>SPECIAL RESERVE FUND</b>						
<b>Capital Expenses and Maintenance</b>						
70-20-5660-00	0.00	0.00	30,000.00	30,000.00	30,000.00	0.00%
Facility and Campus (Spec Res)						
Book drop, stormwater management						
70-65-5671-00	45.94	0.00	155,000.00	100,000.00	200,000.00	100.00%
Library Furniture and Equipment (Spec Res)						
Equipment/Furniture/RFID						
70-65-5674-00	3,150.00	27,568.91	50,000.00	50,000.00	50,000.00	0.00%
Consulting						
Potential bldg enhancements, Capital Replacement Plan						
70-65-5861-00	0.00	0.00	10,000.00	10,000.00	0.00	-100.00%
Interior Renovation (Spec Res)						
70-65-5911-15	-500.00	0.00	0.00	0.00	0.00	0.00%
Remodeling						
Total Capital Expenses and Maintenance						
	2,695.94	27,568.91	245,000.00	190,000.00	280,000.00	47.37%
<b>TOTAL ALL SPECIAL RESERVE FUND EXPENSES</b>						
	2,695.94	27,568.91	245,000.00	190,000.00	280,000.00	47.37%



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## .02 BUILDING FUND FY 2018-2019

Acct. #		Actual		Budget		Budget		Budget	Bud 18-19 to Bud 17-18
		FY 15-16	FY 16-17	FY 16-17	FY 17-18	FY 17-18	FY 18-19		
30-65-5920-00	<b>Network Purchases</b>	22,813.09	40,492.58	52,000.00	50,000.00	50,000.00	60,000.00		20.00%
	Security camera, routers, server upgrade, switches, PCs								
30-65-5925-00	<b>Network Maintenance</b>	48,916.55	41,853.94	35,000.00	30,000.00	30,000.00	30,000.00		0.00%
	Phone support, anti-virus, software licenses, firewall, eCommerce, web hosting, etc								
30-65-5926-00	<b>Maint - Bldg Structure/Upgrades</b>	48,162.58	59,820.48	47,500.00	57,000.00	57,000.00	65,000.00		14.04%
	Curb work, tree removal, stormwater work, keyless entry, tuckpointing, seal coating								
	<b>TOTAL .02 BUILDING/MAINT. FUND</b>	119,892.22	142,167.00	134,500.00	137,000.00	137,000.00	155,000.00		13.14%

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## RESTRICTED USE | CONTINGENCY BUDGET FY 2018-19

Acct. #	RESTRICTED USE	Actual FY 15-16	Actual FY 16-17	Budget FY 16-17	Budget FY 17-18	Budget FY 18-19	Bud 18-19 Bud 17-18
10-80-5980-80	Restricted - Gifts	0.00	0.00	20,000.00	0.00	0.00	0.00%
10-80-5981-80	Restricted - Per Capita Grant	35,629.49	21,971.75	0.00	0.00	0.00	0.00%
10-80-5982-80	Restricted - Other	0.00	0.00	0.00	0.00	0.00	0.00%
10-80-5984-80	Restricted - Transfer to Spec Reserves	550,000.00	475,000.00	450,000.00	300,000.00	300,000.00	0.00%
10-80-5985-80	Restricted-Transfer from Spec Res Acct	-33,292.39	0.00	0.00	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	50,000.00	-75.00%
	<b>Total Restricted Use</b>	752,337.10	696,971.75	670,000.00	500,000.00	350,000.00	-30.00%
	<b>CONTINGENCY</b>						
10-90-5999-00	Contingency	11,237.75	0.00	75,000.00	75,000.00	25,000.00	-66.67%

LISLE LIBRARY DISTRICT  
COMMITTEE OF THE WHOLE - BUDGET  
April 4, 2018 - 7:00 p.m.

1. Roll call

Present:

Jay Fisher - President | Chair

Thomas Hummel - Vice President

Longry Wang - Treasurer

Liz Sullivan - Secretary

Marjorie Bartelli - Trustee

Richard Flint - Trustee

Emily Swistak - Trustee

Also Present:

Tatiana Weinstein - Director

Beth McQuillan - Assistant Director

Ginger Boskelly - Finance Director

Chris Knight - Recording Secretary

2. Opportunity for visitors to speak

One visitor addressed the Board. He said he was concerned about a Trustee providing and posting incorrect financial information about the Grayslake Area Public Library District and comparing it to the Lisle Library District. He mentioned that the Trustee was calling for a 45% reduction in the Lisle Library District budget and asked if the Trustee was proposing to fire staff, reduce programs and/or services. He also said that the pizza fundraiser proposed by the Trustee could not adequately fund the Library.

3. FY 2018-19 Budget Discussion

Director Weinstein provided an overview of the first half of the draft FY 2018-19 budget including the following costs: Building, Operating, Insurance, Contractual Services, Equipment, Materials, Programs, Restricted Use, and Contingency. She reminded the Committee that the second budget discussion meeting was scheduled for April 18<sup>th</sup> and will include the following costs: Personnel, Staff and Trustee Development, Building and Maintenance, Special Reserve, and Revenue. Director Weinstein handed out an updated draft for Building costs. The Library received a confirmation from the Village that the INet cost would remain the same. There was also an updated draft for Restricted Use and Contingency. The Library received an update about its IMRF funding balance, which is over 90% funded. The proposed transfer to IMRF was reduced from \$100,000 to \$50,000 on this draft.

Trustees commented about anticipated utility, materials, and network maintenance costs being adequately funded. Trustees asked questions about Library programming with space and budget

concerns. Treasurer Wang commented that staff-led programming has been bringing people to the Library. Trustee Flint asked about the increase in bank fees. The Director explained that the Library initiated a bank security service. The Finance Director also elaborated.

More comments were made regarding legal services, technology consulting, Polaris, and digital content costs. Secretary Sullivan discussed expanding the Youth Services area and other building enhancements. Trustee Flint called for the order of the day and asked for a second. Trustee Swistak seconded. President Fisher reiterated that the focus was to discuss the categories as listed on the agenda and the meeting returned to the order of the day.

Secretary Sullivan asked for a detailed breakdown of programming costs. Other comments were made regarding Gifts and Contingency. Vice President Hummel disagreed with the amount proposed to move into Special Reserve and suggested keeping the same amount as last year. Other Trustees provided their opinions on this proposal.

President Fisher concluded the meeting.

4. Adjourn

**MOTION:** Trustee Swistak moved to adjourn the meeting. Trustee Flint seconded.

Voice Vote - All Aye

The meeting adjourned at 8:16 p.m.

Recorded by:

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Chris Knight, Recording Secretary

Approved by the Committee of the Whole on April 18, 2018.

Approved by

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Jay Fisher, Committee Chair