PUBLIC/LEGAL NOTICE

The regular monthly Board meeting of the Lisle Library District (LLD) Board of Trustees will be held on May 13, 2020 at 7:00 pm in the Meeting Room of the Lisle Library District, 777 Front Street, Lisle, Illinois.

The Library's Meeting Room and lobby will be open to the public solely for Board Meeting business. No other area of the Library will be accessible. In accordance with Governor Pritzker's Executive Order 2020-32, all persons over the age of 2 who are medically able to tolerate a face covering (a mask or cloth face covering) must cover their nose and mouth when in the public space. Meeting attendees shall comply with social distancing guidelines and room arrangements. The Library also recognizes the Governor's Executive Order No. 2020-07 which suspends certain requirements of the Open Meetings Act, allowing Library Trustees to participate remotely.

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 13, 2020 - 7:00 p.m.

1. Roll call
2. Opportunity for visitors to speak
3. Assignments for reviewing monthly accounts payable
    a. President Hummel approved the March billings in April
    b. President Hummel signed April billings in May
    c. President Hummel and Trustee Sullivan shall review the May billings in June – *if not possible, President Hummel shall sign May billings in June.*
4. Consent Agenda - Action Required
    a. Approve Minutes of the March 11, 2020 Committee of the Whole Meeting
    b. Approve Minutes of the March 11, 2020 Board Meeting
    c. Acknowledge Treasurer's Report, 3/31/2020, Investment Activity Report, 03/31/2020, Current Assets Report, 3/31/2020, Revenue Report, 3/31/2020, and Expense Report, 3/31/2020
    d. Acknowledge Treasurer's Report, 04/30/20, Investment Activity Report, 04/30/20, Current Assets Report, 04/30/20, Revenue Report, 04/30/20, and Expense Report, 04/30/20
    e. Authorize Payment of Bills, 04/02/20 and 05/13/20
5. Committee Reports
    a. Finance
    b. Personnel/Policy
    c. Physical Plant
6. Unfinished Business
    a. Facility options: CCS update
7. Staff Reports
    a. Director's Report
    b. Assistant Director's Report
8. New Business
    a. Approve LLD Policy 315: Loan Periods - Action Required
       Accept modifications to LLD Policy 315: Loan Periods.
    b. Approve LLD Policy 660: Environmental Responsibility - Action Required
       Accept modifications to LLD Policy 660: Environmental Responsibility.
    c. Approve FY2020-21 LLD Working Budget - Action Required
       Annual approval of the LLD Working Budget for fiscal year 2020-2021.
9. Opportunity for Trustee comments (five minutes)
       Bartelli, Duffy, Hummel, Larson, Norton, Sullivan, Swistak
10. Adjourn

LISLE LIBRARY DISTRICT
COMMITTEE OF THE WHOLE - BUDGET
March 11, 2020 - 6:00 p.m.

1. Roll call
   Present:
   Thomas Hummel - President | Chair
   Marjorie Bartelli - Vice President
   Jenny Norton - Treasurer
   Thomas Duffy - Trustee
   Karen Larson - Trustee
   Liz Sullivan - Trustee

   Absent:
   Emily Swistak - Secretary

   Also Present:
   Tatiana Weinstein - Director
   Beth McQuillan - Assistant Director
   Chris Knight - Recording Secretary

2. Opportunity for visitors to speak - None

3. FY 2020-21 Draft Budget discussion

   Director Weinstein presented a PowerPoint presentation covering all facets of the FY 2020-21 Draft Budget. The presentation included an introduction followed by costs associated with employees, building, operating, insurance, contractual expenses, personnel development, equipment, materials, programs, restricted, contingency, special reserve, and revenues.

   Discussion: Trustee Sullivan asked about minimum wage increases and if it will impact the LLD's budget. Director Weinstein stated that annually, the LLD has incrementally advanced the hourly wage of the Page position to accommodate for the minimum wage increase. Treasurer Norton asked about the salary study. Director Weinstein mentioned that the study could cost $3,000 to $5,000.

   Trustee Duffy suggested additional day cleaning for the public restrooms due to the current COVID-19 situation. Assistant Director McQuillan said that it would cost an additional $1,000 a month. Director Weinstein stated that those costs would solely cover the front entrance/lobby restrooms. Treasurer Norton stated the extra cleaning was reasonable and to consider it a safety measure. Trustee Sullivan stated that she was comfortable with budgeting for extra cleaning. The consensus of the Board was to increase the cleaning budget line $12,000 for additional cleaning.

President Hummel mentioned the Personnel and Policy Committee discussion about eliminating fines and implementing an alternate revenue source such as a passport program. Trustee Sullivan asked if the Board could have training in parliamentary procedure and copies of Robert's Rules of Order for each Trustee. Director Weinstein suggested exploring joint intergovernmental training. The Board liked that option.

Trustee Sullivan stated she would like a copy of the Idiot's Guide to Robert's Rules. President Hummel commented he would like the Board to vote on Trustee expenditures similar to the procedure of voting on Trustee travel reimbursements.

Trustee Sullivan asked if the current economic market could hurt the LLD regarding investments. Treasure Norton stated the LLD has invested in very stable investments. Various Trustees thanked Director Weinstein for her work on the budget. Trustee Sullivan asked Director Weinstein how much money the LLD saved upon hiring Sikich. Director Weinstein explained that there were efficiencies overall in the employee cost account line regarding the last year. Director Weinstein mentioned the possibility of moving to a different accounting system. Trustee Duffy asked about the LLD insurance rates. Director Weinstein stated the rates have gone up.

4. Adjourn

MOTION: Trustee Sullivan moved to adjourn the meeting. Trustee Duffy seconded.
Voice Vote - All Aye
The meeting adjourned at 6:56 p.m.

Recorded by:

____
Chris Knight, Recording Secretary

Approved by the Board of Trustees on May 13, 2020.
Approved by

____
Thomas Hummel, Committee Chair

LISLE LIBRARY DISTRICT
BOARD MEETING
March 11, 2020 - 7:04 p.m.

1. Roll call
   Present:
   Thomas Hummel - President
   Marjorie Bartelli - Vice President
   Jenny Norton - Treasurer
   Thomas Duffy - Trustee
   Karen Larson - Trustee
   Liz Sullivan - Trustee

   Absent:
   Emily Swistak - Secretary

   Also present:
   Tatiana Weinstein - Director
   Beth McQuillan - Assistant Director
   Chris Knight - Recording Secretary
   Pat Briggs - Lisle Woman's Club
   Marc Rogers - CCS International Inc., Project Manager

2. Opportunity for visitors to speak - None

   President Hummel asked for a motion to move item 8a. Lisle Woman's Club presentation to the next item.
   MOTION: Trustee Duffy made a motion to move agenda item 8a. Lisle Woman's Club presentation to the next item. Treasurer Norton seconded.
   Voice Vote - All Aye. The motion passed.

3. Lisle Woman's Club presentation

   Pat Briggs, President of the Lisle Woman's Club, discussed the passing of Nancy Wilson. Mrs. Wilson contributed a large part of her life to the Lisle community. She was an LLD Trustee, Friend, and Lisle Woman's Club member. In memory of Nancy Wilson, President Briggs presented a hand-thrown, ceramic vase to the LLD. The vase was crafted by Marie Gnesda, an artist at ClaySpace in Lisle. Director Weinstein stated the vase shall be used as a planter and that the Lisle Woman's Club will choose the type of perennial to plant. The vase will be prominently displayed in the Adult Services department. Photos with the Board and Lisle Woman's Club members were taken at the end of the presentation.

4. Assignments for reviewing monthly accounts payable
   a. Secretary Swistak and Trustee Sullivan reviewed the February billings in March
   b. Vice President Bartelli and Trustee Larson will review the March billings in April

5. Consent Agenda
   a. Approve Minutes of the February 12, 2020 Board Meeting
   b. Approve Minutes of the February 12, 2020 Executive Session

c. Acknowledge Treasurer's Report, 02/29/20, Investment Activity Report, 02/29/20, Current Assets Report, 02/29/20, Revenue Report, 02/29/20, and Expense Report, 02/29/20
d. Authorize Payment of Bills, 03/11/20

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

6. Committee Reports
   a. Finance - Treasurer Norton stated no update.
   b. Personnel/Policy - Trustee Duffy provided a recap of the February 21st Personnel and Policy Committee meeting. The Committee discussed loan periods, fines, environmental policies, and community outreach. The next meeting was scheduled for Monday, March 23rd at 6:00 pm.
   c. Physical Plant - Vice President Bartelli stated that she would like to hear the CCS update before providing feedback.

7. Unfinished Business
   Facility options: CCS update and discussion

Marc Rogers from CCS provided a facility options update including information regarding downtown Lisle. Discussion topics included Village consultants, Downtown TIF, parking issues, and Request for Qualifications (RFQ) for LLD development. Trustee Duffy said that he appreciated that the LLD has progressed in discussions regarding the Library and restated that the Village and developer should have a public meeting regarding the topics the LLD was discussing. Mr. Rogers concurred with Trustee Duffy.

Trustee Sullivan asked about a schedule. Mr. Rogers presented an overview of a potential schedule which included an RFQ project for the Board. Trustee Duffy asked if CCS has an established scoring system. Mr. Rogers explained that it would be part of the RFQ development. Vice President Bartelli asked about the project location, evaluating the existing property, and Downtown concepts.

Director Weinstein asked Mr. Rogers to discuss other options for the Library. Mr. Rogers stated that if the Flaherty and Collins (F&C) project fell through, the Board/CCS could reach out to other developers that had interest moving to Downtown Lisle. Trustee Sullivan asked about the RFQ process. Trustee Larson asked if it would be realistic to do two RFQs, one for Downtown and one for the current location. Mr. Rogers stated that one RFQ could have two different location projects.

Director Weinstein asked the Board if they would like to proceed with the RFQ process. The Board agreed. Trustee Sullivan commented that she would like to be heavily involved in the RFQ process. Mr. Rogers stated that RFQ development would involve the entire Board.

Trustee Sullivan commented about library projects featured in the Illinois Reporter magazine. Vice President Bartelli mentioned other library renovation projects such as Villa Park, Vernon Hills, and Lake Villa; comparing total costs. She also mentioned construction grants. President Hummel suggested staff could look into grants. Director Weinstein stated that the LLD would first need to have a general plan before applying for grants. President Hummel agreed.

8. Staff Reports

Director Weinstein discussed the very successful LLD Harry Potter Day, held on March 7th. The Library had 550 visitors during the event. She thanked staff and volunteers for making the event a huge success.

Director Weinstein reminded and encouraged the public to fill out the 2020 Census. Director Weinstein met with new Board members of the Friends of the Lisle Public Library District, Sue Ekans and Rose Sepeda. The Friends have initiated a fundraiser at The Country House in April.

Director Weinstein discussed public health regarding the COVID-19 threat and commented that staff have regularly posted public service announcements via social media. The LLD has installed automatic hand sanitizer dispensers throughout the building and has provided hand sanitizer pumps/antibacterial wipes at each public service desk. Staff have also been sanitizing areas on a regular basis.

Director Weinstein mentioned that the City of Chicago cancelled its St. Patrick's Day parade and that some local schools had closed. She suggested initiating an intergovernmental meeting with her colleagues to have everyone on the same page. Director Weinstein stated the LLD may suspend public programming. The consensus of the Board was to be proactive and suspend public programming. Trustee Duffy recommended a complete cleaning for the LLD. Director Weinstein mentioned that there have been some challenges with obtaining supplies, but that the LLD has good amount for now and that additional supplies are on backorder.

9. New Business
   a. Approve LLD pay grade adjustment - Action Required

   Director Weinstein explained the pay grade adjustment.

   Discussion: Trustee Sullivan asked about getting an organizational chart. Director Weinstien stated an updated chart was available on the LLD website.

   MOTION: Trustee Duffy moved to approve LLD pay grade adjustment. Trustee Larson seconded. Roll Call Vote - All Aye. The motion passed.

10. Opportunity for Trustee comments (five minutes)

Treasurer Norton appreciated that the Personnel and Policy Committee discussed further outreach opportunities. Trustee Sullivan asked if the Physical Plant Committee could review the next set of critical projects listed in the FQC report. Director Weinstein stated that the Committee has reviewed those projects. Trustee Larson said that the Board meeting was conducted well. Trustee Duffy stated that the LLD has to be proactive regarding the health and safety of the public and thanked staff for going the extra mile. Vice President Bartelli thanked Director Weinstein for her work on the budget and thought the Board had a good discussion. President Hummel stated that he attended the Harry Potter Day event and thanked the Director for her work on the budget.

11. Adjourn

MOTION: Trustee Sullivan moved to adjourn the meeting. Trustee Duffy seconded.
Voice Vote - All Aye
The meeting adjourned at 8:30 p.m.

Recorded by

____
Chris Knight, Recording Secretary

Approved by the Board of Trustees on May 13, 2020.
Approved by

____
Emily Swistak, Secretary of the LLD Board of Trustees

DRAFT

Treasurer's Report as of March 31, 2020

	Cash Balance	Financial	Financial
Fund Name	03/31/20	Assets %	Assets %
		W/ Spec Res	W/O Spec Res
Corporate	5,879,845.79	**58.41%**	**87.06%**
Building Maintenance	0.00	**0.00%**	**0.00%**
IMRF	297,185.20	**2.95%**	**4.40%**
FICA	155,917.19	**1.55%**	**2.31%**
Working Cash	420,893.19	**4.18%**	**6.23%**
Subtotals	**6,753,841.37**	**67.09%**	**100.00%**
Special Reserve	3,313,346.68	**32.91%**	**0.00%**
	10,067,188.05	**100.00%**	**100.00%**

Treasurer

Date

3/31/2020

INVESTMENT ACTIVITY

INTEREST

Company	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	1,860.00	1,698.86	1,572.55	1,529.62	1,307.72	1,350.35	1,272.11	1,226.22	658.36				12,475.79
Ehlers	0.48	4.20	8.48	0.31	2.89	14.63	0.59	0.09	0.98				32.65
Ehlers-Inv interest	2,541.23	8,896.84	6,513.75	9,754.93	9,492.25	4,838.54	2,055.35	8,061.89	8,374.52				60,529.30
Fifth Third Bank	5,177.17	4,946.44	5,850.53	5,582.40	4,793.77	4,470.98	3,931.57	3,272.71	2,301.19				40,326.76
Lisle Savings	67.11	67.13	71.63	67.17	69.44	67.22	69.37	246.12	241.94				967.13
Lisle CD 2635	469.72	470.71	456.47	472.66	458.35	474.61	474.31	444.61	476.23				4,197.67
Lisle CD 2669	527.60	528.82	512.93	531.23	515.26	533.65	534.89	325.85	147.51				4,157.74
IL Funds	2,807.00	2,580.25	2,415.35	2,270.66	2,020.81	2,042.11	2,004.61	1,850.41	1,468.41				19,459.61
US Bank-9853	508.03	524.99	524.98	508.03	524.99	508.03	524.34	523.54	489.74				4,636.67
US Bank-9370	3.17	3.32	4.19	8.29	8.65	8.44	8.80	8.84	8.33				62.03
TOTALS	13,961.51	19,721.56	17,930.86	20,725.30	19,194.13	14,308.56	10,875.94	15,960.28	14,167.21	0.00	0.00	0.00	146,845.35

INVESTMENTS

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Investment Maturities	0.00	465,000.00	200,000.00	145,000.00	800,000.00	205,000.00	0.00	0.00	225,000.00				2,040,000.00
Investment Purchases	0.00	474,681.05	204,976.00	154,922.50	0.00	815,000.00	210,000.00	0.00	241,000.00				2,100,579.55
TOTALS	-	(9,681.05)	(4,976.00)	(9,922.50)	800,000.00	(610,000.00)	(210,000.00)	-	(16,000.00)	-	-	-	(60,579.55)

CURRENT ASSETS
AT FAIR MARKET VALUE
March 31, 2020

		Fair Market Value on 03/31/20
Checking Accounts		
Fifth Third Operating Acct		$528,975.82
Fifth Third Financial Now acct	1.60%	$2,425,755.66
Fifth Third Financial-petty cash		$400.00
US Bank		$26,658.29
E commerce		$53,206.13
		$3,034,995.90
Money Markets		
Lisle Savings Bank		$205,052.44
IMET	2.33%	$959,683.07
The Illinois Funds	2.40%	$1,408,633.34
		$2,573,368.85
Restricted Cash-IMET		$14,571.02
Ehlers Investments		$3,118.01

Investments	Purchased	Face Amt.	@	Coupon Rate	YTM	Paid	FMV	Due
Green Bay, WI SD	12/20/2016	$ 10,000.00	100.000	4.30	4.30	10,725.26	$10,000.00	4/1/2020
US Bank	9/15/2018	$ 249,999.99	100.000	2.50	2.50	249,999.99	$249,999.99	4/15/2020
Menomonee Falls	5/2/2016	$ 15,000.00	106.927	3.50	1.70	16,055.51	$15,029.89	5/1/2020
Sallie Mae	6/14/2017	$ 110,000.00	99.950	1.90	1.90	109,960.00	$110,213.11	6/15/2020
Lisle Savings Bank	7/11/2018	$ 218,374.39	100.000	2.50	2.50	218,374.39	$227,881.45	7/11/2020
Sallie Mae	8/16/2017	$ 130,000.00	100.000	1.90	1.90	129,950.00	$130,435.63	8/17/2020
Barclays Bank	9/20/2017	$ 160,000.00	100.000	1.95	1.95	159,935.00	$160,694.90	9/21/2020
Will County, IL CCS	12/20/2016	$ 50,000.00	100.000	2.57	2.57	50,284.43	$50,385.09	10/1/2020
Live Oak Banking	7/30/2018	$ 112,000.00	99.950	2.75	2.75	111,959.00	$113,171.53	11/16/2020
Cook Cty IL Comm College	3/12/2019	$ 30,000.00	100.000	2.60	2.60	30222..98	$30,250.70	12/1/2020
Community Bank	3/25/2019	$ 160,000.00	100.000	2.55	2.55	159,968.53	$161,684.00	12/22/2020
Lisle Savings Bank	1/16/2019	$ 225,325.93	100.000	2.72	2.75	225,325.93	$232,288.24	2/16/2021
Fond Du Lac Cty, WI	12/28/2017	$ 60,000.00	100.000	4.00	2.32	63,050.40	$61,459.20	3/1/2021
Ally Bank	8/15/2019	$ 170,000.00	99.925	1.95	2.05	169,887.50	$171,537.53	8/16/2021
Citibank	8/20/2018	$ 120,000.00	99.950	3.00	3.00	119,955.00	$122,848.12	8/24/2021
Morgan Stanley Pvt Bk	9/12/2019	$ 75,000.00	100.000	1.80	1.80	75,000.00	$75,545.70	9/13/2021
Celtic Bank Corp	9/20/2019	$ 130,000.00	99.970	1.70	1.70	129,976.00	$130,762.84	9/20/2021
Madison, WI	11/17/2016	$ 100,000.00	102.896	2.45	1.83	103,209.06	$102,016.40	10/1/2021
Discover Bk	10/3/2018	$ 105,000.00	99.950	3.05	3.06	104,962.50	$107,738.74	10/4/2021
Goldman Sachs Bk	4/3/2019	$ 100,000.00	100.000	2.60	2.60	99,915.00	$102,469.60	4/4/2022
Morgan Stanley Bk	4/4/2019	$ 175,000.00	100.000	2.65	2.65	174,840.00	$179,494.74	4/4/2022
Goldman Sachs Bk	5/22/2019	$ 150,000.00	100.000	2.50	2.50	150,000.00	$153,590.75	5/23/2022
Sallie Mae Bk	5/22/2019	$ 10,000.00	100.000	2.50	2.50	10,000.00	$10,239.38	5/23/2022
Capital One Bk	8/15/2019	$ 130,000.00	99.900	2.05	2.05	129,892.30	$132,008.90	8/15/2022
Enerbank USA	8/30/2019	$ 175,000.00	99.935	1.75	1.75	174,901.25	$176,487.85	8/30/2022
Morgan Stanley Bk	10/3/2019	$ 155,000.00	99.950	1.90	1.90	154,922.50	$156,899.99	10/3/2022
Federated Inv. Govt Obl. Inst.	12/12/2019	$ 1,266,000.00	1.000	0.00	0.00	1,266,000.00	$1,266,000.00	
							$4,441,134.27	
TOTAL CURRENT ASSETS							**$10,067,188.05**	

Lisle Library District
Revenues through March 31, 2020 (75.0% of FY 19-20)
Special Reserve Only

	Current Month March 2020	YTD July - June 2019-2020	YTD Jul - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
REVENUES					
INTEREST/ DONATIONS					
70-02-4481-00 Interest Earned - Special Reserve	$3,343.62	$41,653.15	$41,861.67	$35,000.00	119.01 %
70-04-4587-10 Restricted - Transfer from Corporate	$25,000.00	$225,000.00	$225,000.00	$300,000.00	75.00 %
TOTAL INTEREST & CASH DONATION	$28,343.62	$266,653.15	$266,861.67	$335,000.00	79.60 %
TOTAL REVENUES	**$28,343.62**	**$266,653.15**	**$266,861.67**	**$335,000.00**	**79.60 %**

Lisle Library District
Revenues through March 31, 2020 (75.0% of FY 19-20)
No Special Reserve reflected

		Current Month March 2020	YTD July - June 2019-2020	YTD July - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
REVENUES						
TAX LEVY						
10-01-4411-00	Tax Levy - Corp.	$0.00	$3,961,037.72	$3,945,848.92	$3,966,823.34	99.85 %
30-01-4413-00	Tax Levy - .02 Building/Maint.	$0.00	$0.00	$154,159.43	$0.00	0.00 %
40-01-4414-00	Tax Levy - IMRF	$0.00	$50,909.89	$154,360.97	$50,984.25	99.85 %
45-01-4415-00	Tax Levy - FICA	$0.00	$126,653.88	$136,293.15	$126,838.87	99.85 %
TOTAL TAX LEVY		$0.00	$4,138,601.49	$4,390,662.47	$4,144,646.46	99.85 %
BACK TAXES						
10-01-4441-00	Back Taxes - Corp.	$0.00	$0.00	$2,065.96	$0.00	0.00 %
30-01-4443-00	Back Taxes - .02 Building/Maint	$0.00	$0.00	$60.55	$0.00	0.00 %
40-01-4444-00	Back Taxes - IMRF	$0.00	$0.00	$97.82	$0.00	0.00 %
45-01-4445-00	Back Taxes - FICA	$0.00	$0.00	$74.66	$0.00	0.00 %
TOTAL BACK TAXES		$0.00	$0.00	$2,298.99	$0.00	0.00 %
TIF SURPLUS						
10-01-4455-00	TIF-Surplus Corp	$0.00	$34,509.98	$0.00	$35,000.00	98.60 %
Total TIF SURPLUS		$0.00	$34,509.98	$0.00	$35,000.00	98.60 %
PERSONAL PROPERTY REPLACEMENT TAX						
10-01-4461-00	Personal Property Repl. Tax - Corp	$562.48	$11,823.20	$8,357.44	$12,000.00	98.53 %
40-01-4462-00	Personal Property Repl. Tax - IMRF	$32.46	$682.34	$482.32	$600.00	113.72 %
45-01-4463-00	Personal Property Repl. Tax - FICA	$5.10	$107.20	$75.78	$100.00	107.20 %
TOTAL PERSONAL PROPERTY REPLACEMENT TAX		$600.04	$12,612.74	$8,915.54	$12,700.00	99.31 %
INTEREST INCOME						
10-02-4472-00	Interest Earned - Corp	$9,835.30	$91,463.46	$91,731.83	$82,000.00	111.54 %
30-02-4474-00	Interest Earned - .02 B/M	$0.00	$0.00	$903.42	$0.00	0.00 %
40-02-4475-00	Interest Earned - IMRF	$679.38	$6,317.87	$4,649.11	$4,500.00	140.40 %
45-02-4476-00	Interest Earned - FICA	$308.91	$2,872.74	$2,244.13	$2,500.00	114.91 %

Lisle Library District
Revenues through March 31, 2020 (75.0% of FY 19-20)
No Special Reserve reflected

	Current Month March 2020	YTD July - June 2019-2020	YTD July - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
80-02-4482-00 Interest Earned - Working Cash	$0.00	$4,538.14	$5,517.34	$4,500.00	100.85 %
TOTAL INTEREST INCOME	$10,823.59	$105,192.21	$105,045.83	$93,500.00	112.51 %
COUNTY INTEREST					
10-02-4511-00 County Interest - Corp	$0.00	$0.00	$1,542.44	$0.00	0.00 %
TOTAL COUNTY INTEREST	$0.00	$0.00	$1,542.44	$0.00	0.00 %
UNREALIZED GAIN/LOSS ON INVESTMENTS					
10-02-4526-00 4526 - Unrealized Gain/Loss on	$3,258.46	$22,599.68	$35,713.10	$25,000.00	90.40 %
TOTAL UNREALIZED GAIN/LOSS ON INVESTMENTS	$3,258.46	$22,599.68	$35,713.10	$25,000.00	90.40 %
DESK INCOME					
10-03-4531-00 Lost Books	$34.99	$1,244.72	$1,985.26	$3,000.00	41.49 %
10-03-4536-00 Non-Resident Fees	$0.00	$0.00	$237.45	$250.00	0.00 %
10-03-4540-00 Fines	$1,209.00	$16,927.65	$28,726.65	$35,000.00	48.36 %
TOTAL DESK INCOME	$1,243.99	$18,172.37	$30,949.36	$38,250.00	47.51 %
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	$0.00	$0.00	$400.00	$0.00	0.00 %
10-04-4562-00 Gifts-book purchases	$0.00	$0.00	$56.95	$0.00	0.00 %
10-04-4564-00 Gifts-Equipment	$0.00	$0.00	$478.94	$0.00	0.00 %
10-04-4573-00 Copier Income	$0.00	$942.23	$808.58	$1,000.00	94.22 %
10-04-4583-00 Per Capita Grant	$0.00	$35,630.00	$35,630.00	$0.00	0.00 %
10-04-4584-00 Other Income - Corp.	$0.00	$0.00	$2,010.16	$1,000.00	0.00 %
TOTAL UNRESTRICTED INCOME	$0.00	$36,572.23	$39,384.63	$2,000.00	1,828.61 %
TOTAL REVENUES	**$15,926.08**	**$4,368,260.70**	**$4,614,512.36**	**$4,351,096.46**	**100.39 %**

Lisle Library District
Expenses through March 31, 2020 (75.0% of FY 19-20)
Special Reserve Only

	Current Month March 2020	YTD July - June 2019-2020	YTD July - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
SPECIAL RESERVE EXPENSES					
MAINTENANCE AND EQUIPMENT EXPENSES					
70-20-5666-00 5666 Facility and Campus (Spec Res)	$0.00	$232,527.50	$0.00	$345,000.00	67.40 %
70-65-5667-00 5667- Security Systems (Spec Res)	$0.00	$0.00	$0.00	$140,000.00	0.00 %
70-65-5671-00 Furniture & Equipment (Spec Res)	$0.00	$15,548.00	$4,357.84	$30,000.00	51.83 %
70-65-5674-00 Consulting	$0.00	$13,390.00	$0.00	$75,000.00	17.85 %
TOTAL MAINTENANCE AND EQUIPMENT EXPENSES	$0.00	$261,465.50	$4,357.84	$590,000.00	44.32 %
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	$0.00	$261,465.50	$4,357.84	$600,000.00	43.58 %

Lisle Library District
Expenses through March 31, 2020 (75.0% of FY 19-20)
No Special Reserve reflected

		Current Month March 2020	YTD July - June 2019 - 2020	YTD July - June 2018 -2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
ALL EXPENSES						
EMPLOYEE COSTS						
Salaries						
10-10-5603-10	Administrative - Reg. Hours	$37,680.43	$367,551.76	$359,300.21	$538,996.84	68.19 %
10-10-5603-20	Adult Services - Reg. Hours	$46,576.98	$421,136.37	$385,766.40	$561,938.59	74.94 %
10-10-5603-30	Youth Services - Reg. Hours	$32,445.02	$295,674.10	$239,959.79	$398,744.11	74.15 %
10-10-5603-50	Technical Services - Reg. Hours	$21,974.27	$200,840.91	$196,162.91	$279,943.69	71.74 %
10-10-5603-60	Circulation - Reg. Hours	$37,740.09	$352,008.72	$339,738.20	$482,446.73	72.96 %
Total Salaries		$176,416.79	$1,637,211.86	$1,520,927.51	$2,262,069.96	72.38 %
Health and Dental Ins.						
10-10-5621-10	Hosp. Ins. - Admin	$3,999.79	$35,172.99	$41,011.82	$65,000.00	54.11 %
10-10-5621-20	Hosp. Ins. - Adult Serv.	$8,170.67	$69,880.66	$69,055.68	$105,000.00	66.55 %
10-10-5621-30	Hosp. Ins. - YS	$3,419.12	$29,310.95	$30,336.73	$50,000.00	58.62 %
10-10-5621-50	Hosp. Ins. - Tech	$2,788.76	$23,294.16	$27,183.10	$40,000.00	58.24 %
10-10-5621-60	Hosp. Ins. - Circ	$5,230.17	$45,223.95	$40,839.57	$60,000.00	75.37 %
10-10-5622-10	Dental Ins. - Admin.	$184.98	$1,843.79	$2,721.40	$4,000.00	46.09 %
10-10-5622-20	Dental Ins. - Adult Serv	$564.35	$4,247.76	$5,012.12	$7,000.00	60.68 %
10-10-5622-30	Dental Ins. - YS	$342.10	$1,609.53	$1,052.55	$2,000.00	80.48 %
10-10-5622-50	Dental Ins. - Tech	$356.61	$2,219.64	$2,421.96	$3,000.00	73.99 %
10-10-5622-60	Dental Ins. - Circ	$186.88	$1,754.88	$2,855.66	$4,000.00	43.87 %
Total Health & Dental Ins.		$25,243.43	$214,558.31	$222,490.59	$340,000.00	63.11 %
Other Staff Benefits						
10-10-5646-00	5646 Unemployment	$0.00	$272.95	$104.87	$4,000.00	6.82 %
10-10-5623-00	ComPsych Assistance Plan	$0.00	$382.20	$0.00	$870.00	43.93 %
Total Other Staff Benefits		$0.00	$655.15	$104.87	$4,870.00	13.45 %
FICA Expenses						
45-10-5625-10	FICA Expense - Admin	$2,803.84	$27,415.88	$26,763.59	$40,000.00	68.54 %
45-10-5625-20	FICA Expense - Adult Serv.	$3,337.29	$30,242.86	$27,544.99	$40,000.00	75.61 %

Lisle Library District
Expenses through March 31, 2020 (75.0% of FY 19-20)
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		Current Month March 2020	YTD July - June 2019 - 2020	YTD July - June 2018 -2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
45-10-5625-30	FICA Expense - Youth Services	$2,442.37	$22,279.15	$18,219.40	$30,000.00	74.26 %
45-10-5625-50	FICA Expense - Tech Servs.	$1,645.56	$15,059.85	$14,585.00	$22,000.00	68.45 %
45-10-5625-60	FICA Expense - Circulation	$2,768.12	$25,958.46	$25,327.95	$41,048.35	63.24 %
Total FICA Expenses		$12,997.18	$120,956.20	$112,440.93	$173,048.35	69.90 %
IMRF Expenses						
40-10-5628-10	IMRF Expense - Admin	$3,081.45	$25,268.87	$27,454.75	$41,000.00	61.63 %
40-10-5628-20	IMRF Expense - Adult Servs	$4,098.77	$31,166.53	$31,718.65	$46,000.00	67.75 %
40-10-5628-30	IMRF Expense - Youth Services	$2,753.02	$20,960.09	$18,138.35	$34,000.00	61.65 %
40-10-5628-50	IMRF Expense - Tech Servs.	$1,933.72	$14,865.33	$16,765.12	$25,000.00	59.46 %
40-10-5628-60	IMRF Expense - Circulation	$2,417.69	$18,766.26	$19,934.82	$30,000.00	62.55 %
Total IMRF Expenses		$14,284.65	$111,027.08	$114,011.69	$176,000.00	63.08 %
TOTAL EMPLOYEE COSTS		$228,942.05	$2,084,408.60	$1,969,975.59	$2,955,988.31	70.51 %
BUILDING COSTS						
Utilities						
10-20-5650-00	Internet Service Provider	$450.00	$3,600.00	$3,150.00	$5,400.00	66.67 %
10-20-5651-00	INet	$0.00	$1,810.00	$1,810.00	$1,810.00	100.00 %
10-20-5652-00	Utilities - Phone	$769.35	$5,722.43	$5,832.13	$8,000.00	71.53 %
10-20-5653-00	Utilities - Gas	$0.00	$3,593.33	$6,230.66	$7,500.00	47.91 %
10-20-5654-00	Utilities - Sewer & Water	$123.86	$1,234.20	$1,841.96	$2,900.00	42.56 %
10-20-5655-00	Utilities - Electric	$3,699.67	$30,312.80	$34,148.81	$52,000.00	58.29 %
10-20-5656-00	Verizon	$108.03	$864.38	$635.87	$1,500.00	57.63 %
Total Utilities		$5,150.91	$47,137.14	$53,649.43	$79,110.00	59.58 %
Maintenance and Repairs						
10-20-5660-00	Maint Contracts - HVAC	$0.00	$3,600.00	$3,600.00	$5,000.00	72.00 %
10-20-5661-00	Maint Contracts - Maint. Service	$2,152.46	$16,453.07	$21,876.15	$37,500.00	43.87 %
10-20-5662-00	Maint Contr. - Landscape Serv.	$9,090.00	$30,098.50	$37,777.50	$40,000.00	75.25 %
10-20-5663-00	Maint/Repairs-Genl repairs,	$451.69	$6,545.76	$5,659.92	$9,000.00	72.73 %

Lisle Library District
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		Current Month March 2020	YTD July - June 2019 - 2020	YTD July - June 2018 -2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-20-5664-00	Maint/Repairs-Non Contr. Work	$4,725.49	$48,399.39	$15,228.93	$83,700.00	57.82 %
10-20-5665-00	Rubbish Removal	$0.00	$2,290.69	$1,684.41	$2,500.00	91.63 %
Total Maintenance and Repairs		$16,419.64	$107,387.41	$85,826.91	$177,700.00	60.43 %
TOTAL BUILDING COSTS		$21,570.55	$154,524.55	$139,476.34	$256,810.00	60.17 %
OPERATING EXPENSES						
Postage and Printing						
10-25-5710-00	Postage and Shipping	$258.00	$3,895.13	$3,572.04	$4,500.00	86.56 %
10-25-5710-10	Printing/Spec. Serv. - Adult	$0.00	$8,828.45	$8,680.00	$18,000.00	49.05 %
10-25-5711-00	Postage Special Serv	$0.00	$5,548.23	$6,620.87	$8,500.00	65.27 %
10-25-5712-00	Printing	$103.23	$379.46	$138.00	$1,000.00	37.95 %
Total Postage and Printing		$361.23	$18,651.27	$19,010.91	$32,000.00	58.29 %
Supplies						
10-25-5713-00	Office Supplies	$277.40	$3,409.24	$3,866.51	$5,000.00	68.18 %
10-25-5714-00	Circ. Material Supplies	($8.00)	$3,776.55	$4,230.42	$10,000.00	37.77 %
10-25-5715-00	Copier Supplies	$309.90	$929.70	$884.70	$1,800.00	51.65 %
10-25-5716-00	Kitchen Supplies	$442.87	$3,874.21	$4,677.72	$6,500.00	59.60 %
10-25-5717-00	Processing Supplies	$1,551.23	$18,257.03	$19,857.75	$28,000.00	65.20 %
10-25-5718-00	Computer Supplies	$188.55	$7,045.37	$6,187.13	$12,400.00	56.82 %
Total Supplies		$2,761.95	$37,292.10	$39,704.23	$63,700.00	58.54 %
Other Operating Costs						
10-25-5719-00	Publishing	$0.00	$693.22	$732.46	$2,200.00	31.51 %
10-25-5722-15	Safety Deposit Box Rental	$0.00	$50.00	$50.00	$150.00	33.33 %
10-25-5723-00	Check Printing	$0.00	$51.36	$258.78	$250.00	20.54 %
10-25-5723-15	Bank Charges	$158.58	$1,301.44	$2,267.02	$3,100.00	41.98 %
10-25-5724-15	Local Travel	$43.33	$302.58	$367.86	$500.00	60.52 %
Total Other Operating Costs		$201.91	$2,398.60	$3,676.12	$6,200.00	38.69 %

Lisle Library District
Expenses through March 31, 2020 (75.0% of FY 19-20)
No Special Reserve reflected

		Current Month March 2020	YTD July - June 2019 - 2020	YTD July - June 2018 -2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
TOTAL OPERATING EXPENSES		$3,325.09	$58,341.97	$62,391.26	$101,900.00	57.25 %
INSURANCE						
10-30-5750-00	Fidelity Bonds	$0.00	$0.00	$2,400.00	$2,100.00	0.00 %
10-30-5751-00	Property Damage (All-Peril)	$0.00	$24,178.51	$29,868.70	$22,600.00	106.98 %
10-30-5752-00	Notary Bond	$0.00	$0.00	$0.00	$65.00	0.00 %
10-30-5754-00	5754 Workers Comp Insurance	$0.00	$6,457.00	$9,053.00	$6,200.00	104.15 %
TOTAL INSURANCE		$0.00	$30,635.51	$41,321.70	$30,965.00	98.94 %
CONTRACTUAL SERVICES						
10-35-5760-00	Legal Services	$0.00	$3,825.00	$3,419.25	$15,000.00	25.50 %
10-35-5761-00	Collection Agency	$80.55	$322.20	$384.80	$700.00	46.03 %
10-35-5762-00	Other Contr Services - Admin	$2,110.79	$4,740.22	$2,040.00	$6,500.00	72.93 %
10-35-5763-00	Other Contr Srvcs-Tech Asst	$3,078.88	$29,675.80	$19,132.88	$60,000.00	49.46 %
10-35-5764-10	Other Contr Srvcs - Library	$1,048.40	$15,571.21	$2,681.60	$14,000.00	111.22 %
10-35-5765-10	Investment Agency Consultants	$564.20	$4,727.64	$4,547.03	$7,000.00	67.54 %
10-35-5769-00	Acct Maint & Upgrades	$0.00	$0.00	$7,574.04	$8,950.00	0.00 %
10-35-5770-00	5770 Contractual - Audit Fee	$0.00	$8,400.00	$8,500.00	$10,000.00	84.00 %
10-35-5771-00	Payroll Service	$519.72	$5,637.07	$5,579.23	$7,700.00	73.21 %
TOTAL CONTRACTUAL SERVICES		$7,402.54	$72,899.14	$53,858.83	$129,850.00	56.14 %
PERSONNEL DEVELOPMENT						
Staff & Trustee Development						
10-40-5783-00	Dues - Staff	$130.00	$3,559.00	$3,411.00	$5,100.00	69.78 %
10-40-5784-00	Meetings - Staff	$292.17	$1,119.61	$804.05	$2,000.00	55.98 %
10-40-5785-00	Conferences - Staff	$1,434.30	$8,165.60	$6,962.47	$15,000.00	54.44 %
10-40-5786-00	Memorial/Tribute/Recognition	$0.00	$359.18	$517.57	$2,000.00	17.96 %
10-40-5787-00	In-Service	$89.00	$2,391.29	$2,917.34	$3,000.00	79.71 %
10-40-5788-00	Training (Cont Ed) - Staff	$149.00	$1,109.00	$1,480.32	$1,500.00	73.93 %
10-45-5786-70	Dues - Trustee	$0.00	$75.00	$300.00	$525.00	14.29 %
10-45-5787-70	Conferences - Trustee	$0.00	$391.08	$175.00	$1,000.00	39.11 %

Lisle Library District
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Account	Description	Current Month March 2020	YTD July - June 2019 - 2020	YTD July - June 2018 -2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-45-5788-70	Meetings - Trustee	$0.00	$0.00	$0.00	$1,000.00	0.00 %
10-45-5789-70	Training-Trustees	$0.00	$0.00	$0.00	$1,000.00	0.00 %
Total Staff & Trustee Development		$2,094.47	$17,169.76	$16,567.75	$32,125.00	53.45 %
TOTAL PERSONNEL DEVELOPMENT		$2,094.47	$17,169.76	$16,567.75	$32,125.00	53.45 %
EQUIPMENT COSTS						
Major Equipment						
10-48-5801-10	Polaris Maint (Corp)	$0.00	$48,956.48	$48,622.70	$52,500.00	93.25 %
10-48-5803-10	5803 Technology	$0.00	$5,577.56	$0.00	$66,000.00	8.45 %
10-48-5804-10	5804 Facility	$3,095.14	$8,130.79	$0.00	$10,000.00	81.31 %
Total Major Equipment		$3,095.14	$62,664.83	$48,622.70	$128,500.00	48.77 %
Minor Equipment						
10-48-5823-10	Minor Equip - Administration	$0.00	$0.00	$588.83	$700.00	0.00 %
10-48-5823-20	Minor Equip - Adult Services	$0.00	$459.48	$776.24	$700.00	65.64 %
10-48-5823-30	Minor Equip - Youth	$0.00	$189.11	$669.91	$700.00	27.02 %
10-48-5823-50	Minor Equip - Tech Services	$118.55	$175.35	$377.35	$700.00	25.05 %
10-48-5823-60	Minor Equip - Circ	$0.00	$24.99	$461.65	$700.00	3.57 %
Total Minor Equipment		$118.55	$848.93	$2,873.98	$3,500.00	24.26 %
Equip Maint/Repairs & Rentals						
10-48-5843-00	Rental-Postage Meter	$0.00	$540.00	$360.00	$720.00	75.00 %
10-48-5845-00	Equip Maint/Repr-Contr-Lib.	$633.61	$9,538.24	$9,952.55	$19,000.00	50.20 %
10-48-5846-00	Equip Maint/Repr-NonContr	$0.00	$724.76	$713.20	$1,000.00	72.48 %
Total Equip Maint/Repairs & Rentals		$633.61	$10,803.00	$11,025.75	$20,720.00	52.14 %
TOTAL EQUIPMENT COSTS		$3,847.30	$74,316.76	$62,522.43	$152,720.00	48.66 %

LIBRARY MEDIA

Books

Lisle Library District
Expenses through March 31, 2020 (75.0% of FY 19-20)
No Special Reserve reflected

		Current Month March 2020	YTD July - June 2019 - 2020	YTD July - June 2018 -2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-50-5863-20	Literacy/ESL	$0.00	$2,598.78	$3,644.77	$9,000.00	28.88 %
10-50-5863-30	Books - Youth Serv	$4,215.58	$34,144.83	$42,303.00	$54,000.00	63.23 %
10-50-5863-50	Books - Tech Serv	$128.49	$155.66	$100.00	$100.00	155.66 %
10-50-5864-10	Books - Non Fiction	$7,254.87	$52,451.23	$77,596.79	$86,100.00	60.92 %
10-50-5865-10	Books - Adult/Teen Fiction	$6,013.30	$54,696.40	$53,066.65	$72,500.00	75.44 %
10-50-5867-20	Ref Books - Adult Serv	$947.61	$9,356.94	$13,519.34	$20,000.00	46.78 %
Total Books		$18,559.85	$153,403.84	$190,230.55	$241,700.00	63.47 %
Databases						
10-50-5869-20	Internet Licensed DBases	$0.00	$105,408.26	$121,649.75	$130,000.00	81.08 %
10-50-5872-10	Dbases - Professional	$149.99	$4,188.11	$4,877.54	$10,000.00	41.88 %
10-50-5873-30	Dbases - Youth Serv	$0.00	$7,653.00	$10,504.00	$12,700.00	60.26 %
Total Databases		$149.99	$117,249.37	$137,031.29	$152,700.00	76.78 %
Audio-Visual Materials						
10-50-5890-30	A-V Matls - Youth Serv	$1,461.73	$10,548.43	$14,546.72	$18,000.00	58.60 %
10-50-5895-40	A-V Matls - Adult Serv	$7,276.83	$89,162.65	$88,347.09	$117,300.00	76.01 %
Total Audio-Visual Materials		$8,738.56	$99,711.08	$102,893.81	$135,300.00	73.70 %
Periodicals/Doc Delivery						
10-50-5900-20	Periodicals - Adult Serv	$8,577.68	$41,764.87	$41,019.33	$42,000.00	99.44 %
10-50-5900-30	Periodicals - Youth	$0.00	$193.91	$327.40	$700.00	27.70 %
10-50-5900-80	Periodicals - Prof. Collections	$0.00	$3,034.47	$2,285.84	$3,800.00	79.85 %
10-50-5871-20	Document Delivery	$30.00	$21,757.83	$21,313.23	$23,000.00	94.60 %
Total Periodicals/Doc Delivery		$8,607.68	$66,751.08	$64,945.80	$69,500.00	96.04 %
TOTAL LIBRARY MEDIA		$36,056.08	$437,115.37	$495,101.45	$599,200.00	72.95 %
PROGRAMS AND READER'S SERVICES						
Programs						
10-60-5931-10	Programs - Adult Services	$1,014.55	$9,552.36	$13,024.38	$16,500.00	57.89 %

Lisle Library District
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10-60-5931-30	Programs - Youth	$748.25	$6,001.91	$6,611.96	$12,000.00	50.02 %
10-60-5931-40	Online Marketing	$0.00	$1,414.38	$1,555.22	$2,000.00	70.72 %
10-60-5931-50	Community Relations	$0.00	$2,305.91	$4,100.45	$6,500.00	35.48 %
Total Programs		$1,762.80	$19,274.56	$25,292.01	$37,000.00	52.09 %
Readers Service's						
10-60-5940-10	Reader Services - Adult Serv.	$0.00	$235.69	$1,895.79	$2,000.00	11.78 %
10-60-5940-30	Reader Services - Youth Serv.	$585.28	$4,135.16	$3,731.38	$5,500.00	75.18 %
Total Readers Services's		$585.28	$4,370.85	$5,627.17	$7,500.00	58.28 %
TOTAL PROGRAMS AND READER'S SERVICES		$2,348.08	$23,645.41	$30,919.18	$44,500.00	53.14 %
RESTRICTED USAGE EXPENSES						
10-80-5980-80	Restricted - Gifts	$0.00	$0.00	$550.74	$0.00	0.00 %
10-80-5981-80	Restricted - Per Capita Grant	$2,014.85	$21,328.74	$2,869.04	$0.00	0.00 %
10-80-5984-80	Transfer to Special Reserve	$25,000.00	$225,000.00	$225,000.00	$300,000.00	75.00 %
10-80-5986-80	IMRF Funding	$0.00	$50,000.00	$50,000.00	$50,000.00	100.00 %
TOTAL RESTRICTED USAGE EXPENSES		$27,014.85	$296,328.74	$278,419.78	$350,000.00	84.67 %
.02 BLDG/MAINT EXPENSES						
30-65-5920-00	Network - Purchases (.02 B/M)	$0.00	$0.00	$16,569.07	$0.00	0.00 %
30-65-5925-00	Network - Maint. (.02 B/M)	$0.00	$12,621.58	$25,586.12	$0.00	0.00 %
30-65-5926-00	Maint - Bldg Structure (.02 B/M)	$0.00	$9,063.21	$105,557.00	$10,000.00	90.63 %
Total .02 BLDG/MAINT EXPENSES		$0.00	$21,684.79	$147,712.19	$10,000.00	216.85 %
CONTINGENCY						
10-90-5999-00	Contingency	$0.00	$15,264.92	$0.00	$25,000.00	61.06 %
Total		$0.00	$15,264.92	$0.00	$25,000.00	61.06 %
TOTAL ALL EXPENSES		$332,601.01	$3,286,335.52	$3,298,266.50	$4,689,058.31	70.09 %

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Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
AFLAC (G6920)						
AFLAC (G6920)	4/2/2020	Payroll Withholding		10-00-2612-00	AFLAC withholding	$546.44
	928136	Invoice	Paid			
					Totals for AFLAC (G6920):	*$546.44*
Albertsons/Safeway						
Albertsons/Safeway	4/2/2020	Program and Meeting Suppli		10-60-5931-10	Programs - Adult Services	$339.10
	032120	Invoice	Paid	10-60-5931-30	Programs - Youth	$32.50
				10-40-5784-00	Meetings - Staff	$10.90
					Totals for Albertsons/Safeway:	*$382.50*
Amazon						
Amazon	4/2/2020	Books, Video Games, Suppli		10-50-5864-10	Books - Non Fiction	$53.94
	031020	Invoice	Paid	10-50-5865-10	Books - Adult/Teen Fiction	$27.94
				10-50-5895-40	A-V Matls - Adult Serv	$715.30
				10-60-5931-10	Programs - Adult Services	$51.84
				10-60-5940-10	Reader Services - Adult Serv. Dept.	$59.37
				10-48-5823-20	Minor Equip - Adult Services	$177.03
				10-50-5863-30	Books - Youth Serv	$39.94
				10-50-5890-30	A-V Matls - Youth Serv	$514.68
				10-60-5931-30	Programs - Youth	$191.65
				10-48-5823-30	Minor Equip - Youth	$17.90
				10-50-5863-20	Literacy/ESL	$40.14
				10-25-5716-00	Kitchen Supplies	$32.92
				10-25-5713-00	Office Supplies	$285.12
				10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	$22.78
				10-48-5846-00	Equip Maint/Repr-NonContr	$8.97
				10-25-5717-00	Processing Supplies	$56.82
				10-60-5931-50	Community Relations	$119.89
					Totals for Amazon:	*$2,416.23*
Baker & Taylor (L4171582)						
Baker & Taylor (L4171582)	4/2/2020	Audio Books & Processing		10-50-5895-40	A-V Matls - Adult Serv	$140.88
	033120	Invoice	Paid	10-25-5717-00	Processing Supplies	$18.20
					Totals for Baker & Taylor (L4171582):	*$159.08*
Baker & Taylor (C5223353)						

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Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Baker & Taylor (C5223353)	4/2/2020	Continuations & Processing		10-50-5867-20	Ref Books - Adult Serv	$80.44
	033120	Invoice	Paid	10-25-5717-00	Processing Supplies	$3.45
					Totals for Baker & Taylor (C5223353):	*$83.89*
Baker & Taylor (L0334152)						
Baker & Taylor (L0334152)	4/2/2020	Circ & Processing		10-50-5864-10	Books - Non Fiction	$2,156.82
	033120	Invoice	Paid	10-25-5717-00	Processing Supplies	$88.55
					Totals for Baker & Taylor (L0334152):	*$2,245.37*
Baker & Taylor (L4171782)						
Baker & Taylor (L4171782)	4/2/2020	Auto Yours		10-50-5863-30	Books - Youth Serv	$10.64
	033120	Invoice	Paid			
					Totals for Baker & Taylor (L4171782):	*$10.64*
Baker & Taylor (L4342812)						
Baker & Taylor (L4342812)	4/2/2020	Books - YS & Processing		10-50-5863-30	Books - Youth Serv	$388.33
	033120	Invoice	Paid	10-25-5717-00	Processing Supplies	$12.20
					Totals for Baker & Taylor (L4342812):	*$400.53*
Baker & Taylor (L5202982)						
Baker & Taylor (L5202982)	4/2/2020	PBS & Processing		10-50-5865-10	Books - Adult/Teen Fiction	$11.44
	033120	Invoice	Paid	10-25-5717-00	Processing Supplies	$2.30
					Totals for Baker & Taylor (L5202982):	*$13.74*
Baker & Taylor (L5425632)						
Baker & Taylor (L5425632)	4/2/2020	Books - YS & Processing		10-50-5863-30	Books - Youth Serv	$1,560.20
	033120	Invoice	Paid	10-25-5717-00	Processing Supplies	$86.80
					Totals for Baker & Taylor (L5425632):	*$1,647.00*
Baker & Taylor (L5543202)						
Baker & Taylor (L5543202)	4/2/2020	Books - Fiction & Processing		10-50-5865-10	Books - Adult/Teen Fiction	$2,954.14
	033120	Invoice	Paid	10-25-5717-00	Processing Supplies	$140.80
					Totals for Baker & Taylor (L5543202):	*$3,094.94*
Case Lots, Inc.						
Case Lots, Inc.	4/2/2020	Janitorial Supplies		10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	$88.80
	2927	Invoice	Paid			

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Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
	4/2/2020 3220	Janitorial Supplies Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	$590.80
					Totals for Case Lots, Inc.:	*$679.60*
CDW Government						
CDW Government	4/2/2020 XFT2415	Eaton Batttery Backup Invoice	Paid	10-48-5803-10	5803 Technology	$5,220.00
	4/2/2020 XHF8062	Smart Deploy Software Licen Invoice	Paid	10-35-5763-00	Other Contr Srvcs-Tech Asst	$750.00
					Totals for CDW Government:	*$5,970.00*
Chicago Tribune						
Chicago Tribune	4/2/2020 30102321-101220	Subscription Through 10/12/ Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv	$324.74
					Totals for Chicago Tribune:	*$324.74*
Delta Dental - Risk						
Delta Dental - Risk	4/2/2020 30788-000-00001-0222	May Dental Premium Invoice	Paid	10-10-5622-10	Dental Ins. - Admin.	$357.15
				10-10-5622-20	Dental Ins. - Adult Serv	$752.13
				10-10-5622-30	Dental Ins. - YS	$425.82
				10-10-5622-50	Dental Ins. - Tech	$382.05
				10-10-5622-60	Dental Ins. - Circ	$302.01
					Totals for Delta Dental - Risk:	*$2,219.16*
Demco Software						
Demco Software	4/2/2020 INV00011329	Evanced Maintenance Invoice	Paid	10-50-5872-10	Dbases - Professional	$650.48
					Totals for Demco Software:	*$650.48*
Demco, Inc.						
Demco, Inc.	4/2/2020 869633825737148	Circ Material Supplies Invoice	Paid	10-25-5714-00	Circ. Material Supplies	$425.87
	4/2/2020 6789144	Label Protectors Invoice	Paid	10-25-5717-00	Processing Supplies	$592.22
					Totals for Demco, Inc.:	*$1,018.09*

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Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
DuPage County Public Works						
DuPage County Public Works	4/2/2020 031020	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	$106.04
					Totals for DuPage County Public Works:	*$106.04*
EnvisionWare, INC.						
EnvisionWare, INC.	4/2/2020 Q-US56101	Annual Maintenance Self Ch Invoice	Paid	10-35-5763-00	Other Contr Srvcs-Tech Asst	$9,719.71
	4/2/2020 INV-US-47050	Annual Maintenance - Wirel Invoice	Paid	10-35-5763-00	Other Contr Srvcs-Tech Asst	$595.00
					Totals for EnvisionWare, INC.:	*$10,314.71*
John Ferrari						
John Ferrari	4/2/2020 022820	Cookies & Crayons Invoice	Paid	10-60-5931-30	Programs - Youth	$48.13
					Totals for John Ferrari:	*$48.13*
Garvey's Office Products						
Garvey's Office Products	4/2/2020 PINV1889729	Disc Cleaning Supplies Invoice	Paid	10-25-5714-00	Circ. Material Supplies	$28.50
	4/2/2020 PINV1889923	Janitorial Supplies Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	$61.02
	4/2/2020 PINV1845914	Misc Office Supplies Invoice	Paid	10-25-5713-00	Office Supplies	$57.58
					Totals for Garvey's Office Products:	*$147.10*
Home Depot Credit Service						
Home Depot Credit Service	4/2/2020 5523438	Janitorial Supplies Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	$24.21
	4/2/2020 8040467	Misc Small Repair Supplies Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	$14.84
					Totals for Home Depot Credit Service:	*$39.05*

IHLS - OCLC

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Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
IHLS - OCLC	4/2/2020 20832	Database Invoice	Paid	10-50-5872-10	Dbases - Professional	$25.50
					Totals for IHLS - OCLC:	*$25.50*
Illinois State Genealogical Society						
Illinois State Genealogical Society	4/2/2020 031120	Subscription - ISGS Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv	$40.00
					Totals for Illinois State Genealogical Society:	*$40.00*
Johnson Controls Fire Protection						
Johnson Controls Fire Protection	4/2/2020 41359081	Fire Safety Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	$428.96
					Totals for Johnson Controls Fire Protection:	*$428.96*
Johnson Controls Security Solutions						
Johnson Controls Security Solutions	4/2/2020 34004168	Security Monitoring Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	$973.58
					Totals for Johnson Controls Security Solutions:	*$973.58*
LIMRiCC PHIP Health						
LIMRiCC PHIP Health	4/2/2020 040420	April Health Premium Invoice	Paid	10-10-5621-10	Hosp. Ins. - Admin	$5,850.85
				10-10-5621-20	Hosp. Ins. - Adult Serv.	$10,792.27
				10-10-5621-30	Hosp. Ins. - YS	$4,879.16
				10-10-5621-50	Hosp. Ins. - Tech	$3,294.26
				10-10-5621-60	Hosp. Ins. - Circ	$6,394.19
					Totals for LIMRiCC PHIP Health:	*$31,210.73*
Loyola University Chicago						
Loyola University Chicago	4/2/2020 194041	Replacement Cost ILL Item Invoice	Paid	10-50-5871-20	Document Delivery	$100.00
					Totals for Loyola University Chicago:	*$100.00*
Microsystems Inc						
Microsystems Inc	4/2/2020 082535	Digital Newspaper Invoice	Paid	10-50-5867-20	Ref Books - Adult Serv	$998.92
					Totals for Microsystems Inc:	*$998.92*

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Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
NCPERS Group Life Ins						
NCPERS Group Life Ins	4/2/2020 4602042020	Payroll Withholding Invoice	Paid	10-00-2638-00	Vol. Life (NCPERS)	$240.00
					Totals for NCPERS Group Life Ins:	*$240.00*
NICOR						
NICOR	4/2/2020 030720	Usage Invoice	Paid	10-20-5653-00	Utilities - Gas	$734.20
					Totals for NICOR:	*$734.20*
Outsource Solutions Group, Inc.						
Outsource Solutions Group, Inc.	4/2/2020 52491	Backup Server Licenses Invoice	Paid	10-35-5763-00	Other Contr Srvcs-Tech Asst	$200.00
					Totals for Outsource Solutions Group, Inc.:	*$200.00*
OverDrive, Inc.						
OverDrive, Inc.	4/2/2020 0110720047214	Advantage Titles Invoice	Paid	10-80-5981-80	Restricted - Per Capita Grant	$1,043.91
					Totals for OverDrive, Inc.:	*$1,043.91*
Republic Services						
Republic Services	4/2/2020 0551-014777723	Rubbish Invoice	Paid	10-20-5665-00	Rubbish Removal	$226.41
					Totals for Republic Services:	*$226.41*
Sikich LLP						
Sikich LLP	4/2/2020 427168	Financial Services Invoice	Paid	10-35-5764-10	Other Contr Srvcs - Library Wide	$1,041.50
					Totals for Sikich LLP:	*$1,041.50*
Suburban Door Check & Lock Service						
Suburban Door Check & Lock Service	4/2/2020 IN524706	Keypad IT Door Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	$834.00
					Totals for Suburban Door Check & Lock Service:	*$834.00*
Unique Management Services, Inc.						

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Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Unique Management Services, Inc.	4/2/2020 592274	February Collection Accounts Invoice	Paid	10-35-5761-00	Collection Agency	$35.80
					Totals for Unique Management Services, Inc.:	*$35.80*
Verizon						
Verizon	4/2/2020 9850845130	3 Wireless Hotspots Invoice	Paid	10-20-5656-00	Verizon	$108.03
					Totals for Verizon:	*$108.03*
Village of Lisle						
Village of Lisle	4/2/2020 3600000341	Monthly Internet Service Invoice	Paid	10-20-5651-00	INet	$450.00
					Totals for Village of Lisle:	*$450.00*

Lisle Library District Accounts Payable Report
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Account Summary

Account Number	Description	Net Amount
10-00-2612-00	AFLAC withholding	$546.44
10-00-2638-00	Vol. Life (NCPERS)	$240.00
10-10-5621-10	Hosp. Ins. - Admin	$5,850.85
10-10-5621-20	Hosp. Ins. - Adult Serv.	$10,792.27
10-10-5621-30	Hosp. Ins. - YS	$4,879.16
10-10-5621-50	Hosp. Ins. - Tech	$3,294.26
10-10-5621-60	Hosp. Ins. - Circ	$6,394.19
10-10-5622-10	Dental Ins. - Admin.	$357.15
10-10-5622-20	Dental Ins. - Adult Serv	$752.13
10-10-5622-30	Dental Ins. - YS	$425.82
10-10-5622-50	Dental Ins. - Tech	$382.05
10-10-5622-60	Dental Ins. - Circ	$302.01
10-20-5651-00	INet	$450.00
10-20-5653-00	Utilities - Gas	$734.20
10-20-5654-00	Utilities - Sewer & Water	$106.04
10-20-5656-00	Verizon	$108.03
10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	$802.45
10-20-5664-00	Maint/Repairs-Non Contr. Work	$1,262.96
10-20-5665-00	Rubbish Removal	$226.41
10-25-5713-00	Office Supplies	$342.70
10-25-5714-00	Circ. Material Supplies	$454.37
10-25-5716-00	Kitchen Supplies	$32.92
10-25-5717-00	Processing Supplies	$1,001.34
10-35-5761-00	Collection Agency	$35.80
10-35-5763-00	Other Contr Srvcs-Tech Asst	$11,264.71
10-35-5764-10	Other Contr Srvcs - Library Wide	$1,041.50
10-40-5784-00	Meetings - Staff	$10.90
10-48-5803-10	5803 Technology	$5,220.00
10-48-5823-20	Minor Equip - Adult Services	$177.03
10-48-5823-30	Minor Equip - Youth	$17.90
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	$973.58
10-48-5846-00	Equip Maint/Repr-NonContr	$8.97
10-50-5863-20	Literacy/ESL	$40.14

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10-50-5863-30	Books - Youth Serv		$1,999.11
10-50-5864-10	Books - Non Fiction		$2,210.76
10-50-5865-10	Books - Adult/Teen Fiction		$2,993.52
10-50-5867-20	Ref Books - Adult Serv		$1,079.36
10-50-5871-20	Document Delivery		$100.00
10-50-5872-10	Dbases - Professional		$675.98
10-50-5890-30	A-V Matls - Youth Serv		$514.68
10-50-5895-40	A-V Matls - Adult Serv		$856.18
10-50-5900-20	Periodicals - Adult Serv		$364.74
10-60-5931-10	Programs - Adult Services		$390.94
10-60-5931-30	Programs - Youth		$272.28
10-60-5931-50	Community Relations		$119.89
10-60-5940-10	Reader Services - Adult Serv. Dept.		$59.37
10-80-5981-80	Restricted - Per Capita Grant		$1,043.91
		GRAND TOTAL:	$71,209.00

Lisle Library District
Account Distribution Report by Number
April 2, 2020

Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-00-2612-00, AFLAC withholding									
4/2/2020	928136	Invoice	6022-300	AFLAC (G6920)	AFLAC (G6920)-928	Posted	4/2/2020	$546.44	$0.00
					Totals for 10-00-2612-00, AFLAC withholding			*$546.44*	*$0.00*
10-00-2638-00, Vol. Life (NCPERS)									
4/2/2020	4602042020	Invoice	6022-302	NCPERS Group Life Ins	NCPERS Group Life I	Posted	4/2/2020	$240.00	$0.00
					Totals for 10-00-2638-00, Vol. Life (NCPERS)			*$240.00*	*$0.00*
10-10-5621-10, Hosp. Ins. - Admin									
4/2/2020	040420	Invoice	6022-286	LIMRiCC PHIP Health	LIMRiCC PHIP Healt	Posted	4/2/2020	$5,850.85	$0.00
					Totals for 10-10-5621-10, Hosp. Ins. - Admin			*$5,850.85*	*$0.00*
10-10-5621-20, Hosp. Ins. - Adult Serv.									
4/2/2020	040420	Invoice	6022-288	LIMRiCC PHIP Health	LIMRiCC PHIP Healt	Posted	4/2/2020	$10,792.27	$0.00
					Totals for 10-10-5621-20, Hosp. Ins. - Adult Serv.			*$10,792.27*	*$0.00*
10-10-5621-30, Hosp. Ins. - YS									
4/2/2020	040420	Invoice	6022-289	LIMRiCC PHIP Health	LIMRiCC PHIP Healt	Posted	4/2/2020	$4,879.16	$0.00
					Totals for 10-10-5621-30, Hosp. Ins. - YS			*$4,879.16*	*$0.00*
10-10-5621-50, Hosp. Ins. - Tech									
4/2/2020	040420	Invoice	6022-290	LIMRiCC PHIP Health	LIMRiCC PHIP Healt	Posted	4/2/2020	$3,294.26	$0.00
					Totals for 10-10-5621-50, Hosp. Ins. - Tech			*$3,294.26*	*$0.00*
10-10-5621-60, Hosp. Ins. - Circ									
4/2/2020	040420	Invoice	6022-291	LIMRiCC PHIP Health	LIMRiCC PHIP Healt	Posted	4/2/2020	$6,394.19	$0.00
					Totals for 10-10-5621-60, Hosp. Ins. - Circ			*$6,394.19*	*$0.00*
10-10-5622-10, Dental Ins. - Admin.									
4/2/2020	30788-000-00001-022	Invoice	6022-292	Delta Dental - Risk	Delta Dental - Risk-307	Posted	4/2/2020	$357.15	$0.00
					Totals for 10-10-5622-10, Dental Ins. - Admin.			*$357.15*	*$0.00*
10-10-5622-20, Dental Ins. - Adult Serv									
4/2/2020	30788-000-00001-022	Invoice	6022-294	Delta Dental - Risk	Delta Dental - Risk-307	Posted	4/2/2020	$752.13	$0.00
					Totals for 10-10-5622-20, Dental Ins. - Adult Serv			*$752.13*	*$0.00*
10-10-5622-30, Dental Ins. - YS									
4/2/2020	30788-000-00001-022	Invoice	6022-295	Delta Dental - Risk	Delta Dental - Risk-307	Posted	4/2/2020	$425.82	$0.00
					Totals for 10-10-5622-30, Dental Ins. - YS			*$425.82*	*$0.00*
10-10-5622-50, Dental Ins. - Tech									
4/2/2020	30788-000-00001-022	Invoice	6022-296	Delta Dental - Risk	Delta Dental - Risk-307	Posted	4/2/2020	$382.05	$0.00

Lisle Library District
Account Distribution Report by Number
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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
					Totals for 10-10-5622-50, Dental Ins. - Tech			*$382.05*	*$0.00*
10-10-5622-60, Dental Ins. - Circ									
4/2/2020	30788-000-00001-022	Invoice	6022-297	Delta Dental - Risk	Delta Dental - Risk-307	Posted	4/2/2020	$302.01	$0.00
					Totals for 10-10-5622-60, Dental Ins. - Circ			*$302.01*	*$0.00*
10-20-5651-00, INet									
4/2/2020	3600000341	Invoice	6022-282	Village of Lisle	Village of Lisle-3600000	Posted	4/2/2020	$450.00	$0.00
					Totals for 10-20-5651-00, INet			*$450.00*	*$0.00*
10-20-5653-00, Utilities - Gas									
4/2/2020	030720	Invoice	6022-306	NICOR	NICOR-030720	Posted	4/2/2020	$734.20	$0.00
					Totals for 10-20-5653-00, Utilities - Gas			*$734.20*	*$0.00*
10-20-5654-00, Utilities - Sewer & Water									
4/2/2020	031020	Invoice	6022-304	DuPage County Public Works	DuPage County Public W	Posted	4/2/2020	$106.04	$0.00
					Totals for 10-20-5654-00, Utilities - Sewer & Water			*$106.04*	*$0.00*
10-20-5656-00, Verizon									
4/2/2020	9850845130	Invoice	6022-284	Verizon	Verizon-9850845130	Posted	4/2/2020	$108.03	$0.00
					Totals for 10-20-5656-00, Verizon			*$108.03*	*$0.00*
10-20-5663-00, Maint/Repairs-Genl repairs, Supplies									
4/2/2020	2927	Invoice	6022-158	Case Lots, Inc.	Case Lots, Inc.-2927	Posted	4/2/2020	$88.80	$0.00
4/2/2020	PINV1889923	Invoice	6022-234	Garvey's Office Products	Garvey's Office Produc	Posted	4/2/2020	$61.02	$0.00
4/2/2020	3220	Invoice	6022-236	Case Lots, Inc.	Case Lots, Inc.-3220	Posted	4/2/2020	$590.80	$0.00
4/2/2020	031020	Invoice	6022-252	Amazon	Amazon-031020	Posted	4/2/2020	$22.78	$0.00
4/2/2020	5523438	Invoice	6022-256	Home Depot Credit Service	Home Depot Credit Se	Posted	4/2/2020	$24.21	$0.00
4/2/2020	8040467	Invoice	6022-258	Home Depot Credit Service	Home Depot Credit Se	Posted	4/2/2020	$14.84	$0.00
					Totals for 10-20-5663-00, Maint/Repairs-Genl repairs, Supplies			*$802.45*	*$0.00*
10-20-5664-00, Maint/Repairs-Non Contr. Work									
4/2/2020	IN524706	Invoice	6022-230	Suburban Door Check & Lock S	Suburban Door Check &	Posted	4/2/2020	$834.00	$0.00
4/2/2020	41359081	Invoice	6022-278	Johnson Controls Fire Protecti	Johnson Controls Fire P	Posted	4/2/2020	$428.96	$0.00
					Totals for 10-20-5664-00, Maint/Repairs-Non Contr. Work			*$1,262.96*	*$0.00*
10-20-5665-00, Rubbish Removal									
4/2/2020	0551-014777723	Invoice	6022-276	Republic Services	Republic Services-055	Posted	4/2/2020	$226.41	$0.00
					Totals for 10-20-5665-00, Rubbish Removal			*$226.41*	*$0.00*
10-25-5713-00, Office Supplies									

Lisle Library District
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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
4/2/2020	031020	Invoice	6022-251	Amazon	Amazon-031020	Posted	4/2/2020	$285.12	$0.00
4/2/2020	PINV1845914	Invoice	6022-298	Garvey's Office Products	Garvey's Office Produc	Posted	4/2/2020	$57.58	$0.00
					Totals for 10-25-5713-00, Office Supplies			*$342.70*	*$0.00*
10-25-5714-00, Circ. Material Supplies									
4/2/2020	869633825737148	Invoice	6022-164	Demco, Inc.	Demco, Inc.-86963382	Posted	4/2/2020	$425.87	$0.00
4/2/2020	PINV1889729	Invoice	6022-232	Garvey's Office Products	Garvey's Office Produc	Posted	4/2/2020	$28.50	$0.00
					Totals for 10-25-5714-00, Circ. Material Supplies			*$454.37*	*$0.00*
10-25-5716-00, Kitchen Supplies									
4/2/2020	031020	Invoice	6022-250	Amazon	Amazon-031020	Posted	4/2/2020	$32.92	$0.00
					Totals for 10-25-5716-00, Kitchen Supplies			*$32.92*	*$0.00*
10-25-5717-00, Processing Supplies									
4/2/2020	031020	Invoice	6022-254	Amazon	Amazon-031020	Posted	4/2/2020	$56.82	$0.00
4/2/2020	6789144	Invoice	6022-308	Demco, Inc.	Demco, Inc.-6789144	Posted	4/2/2020	$592.22	$0.00
4/2/2020	033120	Invoice	6022-316	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	4/2/2020	$140.80	$0.00
4/2/2020	033120	Invoice	6022-319	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	4/2/2020	$86.80	$0.00
4/2/2020	033120	Invoice	6022-322	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	4/2/2020	$2.30	$0.00
4/2/2020	033120	Invoice	6022-325	Baker & Taylor (L4342812)	Baker & Taylor (L4342	Posted	4/2/2020	$12.20	$0.00
4/2/2020	033120	Invoice	6022-330	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	4/2/2020	$18.20	$0.00
4/2/2020	033120	Invoice	6022-333	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	4/2/2020	$88.55	$0.00
4/2/2020	033120	Invoice	6022-337	Baker & Taylor (C5223353)	Baker & Taylor (C5223	Posted	4/2/2020	$3.45	$0.00
					Totals for 10-25-5717-00, Processing Supplies			*$1,001.34*	*$0.00*
10-35-5761-00, Collection Agency									
4/2/2020	592274	Invoice	6022-162	Unique Management Services, I	Unique Management S	Posted	4/2/2020	$35.80	$0.00
					Totals for 10-35-5761-00, Collection Agency			*$35.80*	*$0.00*
10-35-5763-00, Other Contr Srvcs-Tech Asst									
4/2/2020	52491	Invoice	6022-272	Outsource Solutions Group, In	Outsource Solutions G	Posted	4/2/2020	$200.00	$0.00
4/2/2020	XHF8062	Invoice	6022-280	CDW Government	CDW Government-X	Posted	4/2/2020	$750.00	$0.00
4/2/2020	Q-US56101	Invoice	6022-336	EnvisionWare, INC.	EnvisionWare, INC.-Q-	Posted	4/2/2020	$9,719.71	$0.00
4/2/2020	INV-US-47050	Invoice	6022-339	EnvisionWare, INC.	EnvisionWare, INC.-IN	Posted	4/2/2020	$595.00	$0.00
					Totals for 10-35-5763-00, Other Contr Srvcs-Tech Assi			*$11,264.71*	*$0.00*
10-35-5764-10, Other Contr Srvcs - Library Wide									
4/2/2020	427168	Invoice	6022-270	Sikich LLP	Sikich LLP-427168	Posted	4/2/2020	$1,041.50	$0.00
					Totals for 10-35-5764-10, Other Contr Srvcs - Library Wide			*$1,041.50*	*$0.00*

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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-40-5784-00, Meetings - Staff									
4/2/2020	032120	Invoice	6022-263	Albertsons/Safeway	Albertsons/Safeway-03	Posted	4/2/2020	$10.90	$0.00
					Totals for 10-40-5784-00, Meetings - Staff			*$10.90*	*$0.00*
10-48-5803-10, 5803 Technology									
4/2/2020	XFT2415	Invoice	6022-268	CDW Government	CDW Government-X	Posted	4/2/2020	$5,220.00	$0.00
					Totals for 10-48-5803-10, 5803 Technology			*$5,220.00*	*$0.00*
10-48-5823-20, Minor Equip - Adult Services									
4/2/2020	031020	Invoice	6022-244	Amazon	Amazon-031020	Posted	4/2/2020	$177.03	$0.00
					Totals for 10-48-5823-20, Minor Equip - Adult Services			*$177.03*	*$0.00*
10-48-5823-30, Minor Equip - Youth									
4/2/2020	031020	Invoice	6022-248	Amazon	Amazon-031020	Posted	4/2/2020	$17.90	$0.00
					Totals for 10-48-5823-30, Minor Equip - Youth			*$17.90*	*$0.00*
10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide									
4/2/2020	34004168	Invoice	6022-274	Johnson Controls Security Solu	Johnson Controls Secu	Posted	4/2/2020	$973.58	$0.00
					Totals for 10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide			*$973.58*	*$0.00*
10-48-5846-00, Equip Maint/Repr-NonContr									
4/2/2020	031020	Invoice	6022-253	Amazon	Amazon-031020	Posted	4/2/2020	$8.97	$0.00
					Totals for 10-48-5846-00, Equip Maint/Repr-NonConti			*$8.97*	*$0.00*
10-50-5863-20, Literacy/ESL									
4/2/2020	031020	Invoice	6022-249	Amazon	Amazon-031020	Posted	4/2/2020	$40.14	$0.00
					Totals for 10-50-5863-20, Literacy/ESL			*$40.14*	*$0.00*
10-50-5863-30, Books - Youth Serv									
4/2/2020	031020	Invoice	6022-245	Amazon	Amazon-031020	Posted	4/2/2020	$39.94	$0.00
4/2/2020	033120	Invoice	6022-317	Baker & Taylor (L5425632)	Baker & Taylor (L5425	Posted	4/2/2020	$1,560.20	$0.00
4/2/2020	033120	Invoice	6022-323	Baker & Taylor (L4342812)	Baker & Taylor (L4342	Posted	4/2/2020	$388.33	$0.00
4/2/2020	033120	Invoice	6022-326	Baker & Taylor (L4171782)	Baker & Taylor (L4171	Posted	4/2/2020	$10.64	$0.00
					Totals for 10-50-5863-30, Books - Youth Serv			*$1,999.11*	*$0.00*
10-50-5864-10, Books - Non Fiction									
4/2/2020	031020	Invoice	6022-238	Amazon	Amazon-031020	Posted	4/2/2020	$53.94	$0.00
4/2/2020	033120	Invoice	6022-331	Baker & Taylor (L0334152)	Baker & Taylor (L0334	Posted	4/2/2020	$2,156.82	$0.00
					Totals for 10-50-5864-10, Books - Non Fiction			*$2,210.76*	*$0.00*
10-50-5865-10, Books - Adult/Teen Fiction									

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4/2/2020	031020	Invoice	6022-240	Amazon	Amazon-031020	Posted	4/2/2020	$27.94	$0.00
4/2/2020	033120	Invoice	6022-314	Baker & Taylor (L5543202)	Baker & Taylor (L5543	Posted	4/2/2020	$2,954.14	$0.00
4/2/2020	033120	Invoice	6022-320	Baker & Taylor (L5202982)	Baker & Taylor (L5202	Posted	4/2/2020	$11.44	$0.00
					Totals for 10-50-5865-10, Books - Adult/Teen Fiction			*$2,993.52*	*$0.00*
10-50-5867-20, Ref Books - Adult Serv									
4/2/2020	082535	Invoice	6022-312	Microsystems Inc	Microsystems Inc-082	Posted	4/2/2020	$998.92	$0.00
4/2/2020	033120	Invoice	6022-334	Baker & Taylor (C5223353)	Baker & Taylor (C5223	Posted	4/2/2020	$80.44	$0.00
					Totals for 10-50-5867-20, Ref Books - Adult Serv			*$1,079.36*	*$0.00*
10-50-5871-20, Document Delivery									
4/2/2020	194041	Invoice	6022-166	Loyola University Chicago	Loyola University Chi	Posted	4/2/2020	$100.00	$0.00
					Totals for 10-50-5871-20, Document Delivery			*$100.00*	*$0.00*
10-50-5872-10, Dbases - Professional									
4/2/2020	INV00011329	Invoice	6022-266	Demco Software	Demco Software-INV0	Posted	4/2/2020	$650.48	$0.00
4/2/2020	20832	Invoice	6022-310	IHLS - OCLC	IHLS - OCLC-20832	Posted	4/2/2020	$25.50	$0.00
					Totals for 10-50-5872-10, Dbases - Professional			*$675.98*	*$0.00*
10-50-5890-30, A-V Matls - Youth Serv									
4/2/2020	031020	Invoice	6022-246	Amazon	Amazon-031020	Posted	4/2/2020	$514.68	$0.00
					Totals for 10-50-5890-30, A-V Matls - Youth Serv			*$514.68*	*$0.00*
10-50-5895-40, A-V Matls - Adult Serv									
4/2/2020	031020	Invoice	6022-241	Amazon	Amazon-031020	Posted	4/2/2020	$715.30	$0.00
4/2/2020	033120	Invoice	6022-328	Baker & Taylor (L4171582)	Baker & Taylor (L4171	Posted	4/2/2020	$140.88	$0.00
					Totals for 10-50-5895-40, A-V Matls - Adult Serv			*$856.18*	*$0.00*
10-50-5900-20, Periodicals - Adult Serv									
4/2/2020	031120	Invoice	6022-160	Illinois State Genealogical Societ	Illinois State Genealogica	Posted	4/2/2020	$40.00	$0.00
4/2/2020	30102321-101220	Invoice	6022-228	Chicago Tribune	Chicago Tribune-30102	Posted	4/2/2020	$324.74	$0.00
					Totals for 10-50-5900-20, Periodicals - Adult Serv			*$364.74*	*$0.00*
10-60-5931-10, Programs - Adult Services									
4/2/2020	031020	Invoice	6022-242	Amazon	Amazon-031020	Posted	4/2/2020	$51.84	$0.00
4/2/2020	032120	Invoice	6022-260	Albertsons/Safeway	Albertsons/Safeway-03	Posted	4/2/2020	$339.10	$0.00
					Totals for 10-60-5931-10, Programs - Adult Services			*$390.94*	*$0.00*
10-60-5931-30, Programs - Youth									
4/2/2020	022820	Invoice	6022-168	John Ferrari	John Ferrari-022820	Posted	4/2/2020	$48.13	$0.00

Lisle Library District
Account Distribution Report by Number
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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
4/2/2020	031020	Invoice	6022-247	Amazon	Amazon-031020	Posted	4/2/2020	$191.65	$0.00
4/2/2020	032120	Invoice	6022-262	Albertsons/Safeway	Albertsons/Safeway-03	Posted	4/2/2020	$32.50	$0.00
					Totals for 10-60-5931-30, Programs - Youth			*$272.28*	*$0.00*
10-60-5931-50, Community Relations									
4/2/2020	031020	Invoice	6022-255	Amazon	Amazon-031020	Posted	4/2/2020	$119.89	$0.00
					Totals for 10-60-5931-50, Community Relations			*$119.89*	*$0.00*
10-60-5940-10, Reader Services - Adult Serv. Dept.									
4/2/2020	031020	Invoice	6022-243	Amazon	Amazon-031020	Posted	4/2/2020	$59.37	$0.00
					Totals for 10-60-5940-10, Reader Services - Adult Serv. Dept.			*$59.37*	*$0.00*
10-80-5981-80, Restricted - Per Capita Grant									
4/2/2020	0110720047214	Invoice	6022-264	OverDrive, Inc.	OverDrive, Inc.-011072	Posted	4/2/2020	$1,043.91	$0.00
					Totals for 10-80-5981-80, Restricted - Per Capita Gran			*$1,043.91*	*$0.00*
							Grand Totals:	***$71,209.00***	***$0.00***

	PRIOR MONTHS BILLS PAID BETWEEN March 2020 and April 2020 BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.		
Check #	Vendor		Amount
HSA	Salaries 3/13/20		$ 62,897.88
HSA	Garnishment	Employee Deduction	$ 134.01
HSA	Ill. Dept. of Revenue	State Tax Withheld	$ 3,988.90
Auto W/D	Howard Simon & Associates	PR Service - 3/13/20	$ 319.29
HSA	EFTPS/Electronic Tax Pymt 3/13/20	Fed Tax $7645.25	$ 20,679.35
		FICA W/H $6517.06	
		FICA Lib $6517.04	
HSA	Salaries 3/31/20		$ 62,519.82
HSA	Garnishment	Employee Deduction	$ 125.64
HSA	Ill. Dept. of Revenue	State Tax Withheld	$ 3,968.07
Auto W/D	Howard Simon & Associates	PR Serv. - 3/31/20	$ 200.43
HSA	EFTPS/Electronic Tax Pymt 3/31/20	Fed Tax $7619.14	$ 20,579.41
		FICA W/H $6480.14	
		FICA Lib $6480.13	
Wired	IMRF	IMRF W/H $7652.44	$ 21,937.12
		IMRF Lib. $14284.68	
		Sub Total	**$ 197,349.92**
Check #	**Vendor**	**Description**	**Amt**
3930	AFLAC (G6920)	Payroll Withholding	273.22
3931	Anderson Pest Solutions	Pest Control	145.23
3932	CDW Government	Xerox Versa Link, Surge Supression, Batteries	3465.34
3933	Dell Marketing LP	Dell Maintenance Warranty	1382.44
3934	Delta Dental - Risk	April Dental Premium	2219.16
3935	Direct Energy Business	Usage	3699.67
3936	Konica Minolta Business Solutions	Copier Usage	232.85
3937	Konica Minolta Premier Finance	Copier Lease	211.10
3938	Library Ideas LLC	Vox Books	961.80
3939	LIMRiCC PHIP Health	March 2020 Health Premium	31210.73
3940	Midwest Tape (7289)	DVDs/Blu-rays w/o Processing	22.49
3941	Midwest Tape (7288)	DVDs/Blu-rays w/Processing	2361.41
3942	Midwest Tape (7290)	DVDs/Blu-rays CD Books	94.97
3943	Midwest Tape (7291)	DVDs/Blu-rays CD Books	89.96
3944	Monaco Mechanical Service, Inc.	HVAC Boiler Reset	183.34
3945	Montano's Landscaping & Nursery, Inc.	February Snow Removal	9090.00
3946	Fifth Third Bank	Telephone, Programs, IT	6528.17
		Sub Total	**$ 62,171.88**
		TOTAL	**$ 259,521.80**

Treasurer's Report as of April 30, 2020

	Cash Balance	Financial	Financial
Fund Name	04/30/20	Assets %	Assets %
		W/ Spec Res	W/O Spec Res
Corporate	5,550,722.72	**57.00%**	**86.76%**
Building Maintenance	0.00	**0.00%**	**0.00%**
IMRF	283,561.03	**2.91%**	**4.43%**
FICA	142,979.11	**1.47%**	**2.23%**
Working Cash	420,893.19	**4.32%**	**6.58%**
Subtotals	**6,398,156.05**	**65.70%**	**100.00%**
Special Reserve	3,340,345.28	**34.30%**	**0.00%**
	9,738,501.33	**100.00%**	**100.00%**

Treasurer

Date

4/30/2020

INVESTMENT ACTIVITY

INTEREST

Company	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
IMET	1,860.00	1,698.86	1,572.55	1,529.62	1,307.72	1,350.35	1,272.11	1,226.22	658.36	339.01			12,814.80
Ehlers	0.48	4.20	8.48	0.31	2.89	14.63	0.59	0.09	0.98	0.16			32.81
Ehlers-Inv interest	2,541.23	8,896.84	6,513.75	9,754.93	9,492.25	4,838.54	2,055.35	8,061.89	8,374.52	9,825.72			70,355.02
Fifth Third Bank	5,177.17	4,946.44	5,850.53	5,582.40	4,793.77	4,470.98	3,931.57	3,272.71	2,301.19	1,267.48			41,594.24
Lisle Savings	67.11	67.13	71.63	67.17	69.44	67.22	69.37	246.12	241.94	249.40			1,216.53
Lisle CD 2635	469.72	470.71	456.47	472.66	458.35	474.61	474.31	444.61	476.23	461.82			4,659.49
Lisle CD 2669	527.60	528.82	512.93	531.23	515.26	533.65	534.89	325.85	147.51	142.84			4,300.58
IL Funds	2,807.00	2,580.25	2,415.35	2,270.66	2,020.81	2,042.11	2,004.61	1,850.41	1,468.41	1,164.93			20,624.54
US Bank-9853	508.03	524.99	524.98	508.03	524.99	508.03	524.34	523.54	489.74	523.55			5,160.22
US Bank-9370	3.17	3.32	4.19	8.29	8.65	8.44	8.80	8.84	8.33	4.20			66.23
TOTALS	13,961.51	19,721.56	17,930.86	20,725.30	19,194.13	14,308.56	10,875.94	15,960.28	14,167.21	13,979.11	0.00	0.00	160,824.46

INVESTMENTS

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Investment Maturities	0.00	465,000.00	200,000.00	145,000.00	800,000.00	205,000.00	0.00	0.00	225,000.00	601,000.00			2,641,000.00
Investment Purchases	0.00	474,681.05	204,976.00	154,922.50	0.00	815,000.00	210,000.00	0.00	241,000.00	613,473.94			2,714,053.49
TOTALS	-	(9,681.05)	(4,976.00)	(9,922.50)	800,000.00	(610,000.00)	(210,000.00)	-	(16,000.00)	(12,473.94)	-	-	(73,053.49)

CURRENT ASSETS
AT FAIR MARKET VALUE
April 30, 2020

		Fair Market Value on 04/30/20
Checking Accounts		
Fifth Third Operating Acct		$469,703.10
Fifth Third Financial Now acct	1.60%	$2,127,321.17
Fifth Third Financial-petty cash		$400.00
US Bank		$27,282.44
E commerce		$53,183.89
		$2,677,890.60
Money Markets		
Lisle Savings Bank		$205,301.84
IMET	2.33%	$960,022.08
The Illinois Funds	2.40%	$1,413,941.48
		$2,579,265.40
Restricted Cash-IMET		$14,571.02
Ehlers Investments		$469.95

Investments	Purchased	Face Amt.	@	Coupon Rate	YTM	Paid	FMV	Due
Menomonee Falls	5/2/2016	$ 15,000.00	106.927	3.50	1.70	16,055.51	$15,000.00	5/1/2020
Sallie Mae	6/14/2017	$ 110,000.00	99.950	1.90	1.90	109,960.00	$110,217.47	6/15/2020
Lisle Savings Bank	7/11/2018	$ 218,374.39	100.000	2.50	2.50	218,374.39	$228,343.27	7/11/2020
Sallie Mae	8/16/2017	$ 130,000.00	100.000	1.90	1.90	129,950.00	$130,608.97	8/17/2020
Barclays Bank	9/20/2017	$ 160,000.00	100.000	1.95	1.95	159,935.00	$161,022.11	9/21/2020
Will County, IL CCS	12/20/2016	$ 50,000.00	100.000	2.57	2.57	50,284.43	$50,292.09	10/1/2020
Utica N Y City Sch Dist	4/27/2020	$ 350,000.00	100.457	0.00	2.25	355,967.63	$351,878.84	10/9/2020
Chartiers Valley GO BDS	4/27/2020	$ 150,000.00	101.788	0.00	5.00	152,988.67	$152,758.28	10/15/2020
Live Oak Banking	7/30/2018	$ 112,000.00	99.950	2.75	2.75	111,959.00	$113,475.15	11/16/2020
Cook Cty IL Comm College	3/12/2019	$ 30,000.00	100.000	2.60	2.60	30222..98	$30,197.20	12/1/2020
Community Bank	3/25/2019	$ 160,000.00	100.000	2.55	2.55	159,968.53	$162,329.44	12/22/2020
Lisle Savings Bank	1/16/2019	$ 225,325.93	100.000	2.72	2.75	225,325.93	$232,431.08	2/16/2021
Fond Du Lac Cty, WI	12/28/2017	$ 60,000.00	100.000	4.00	2.32	63,050.40	$61,253.39	3/1/2021
Onteora Cent Sch Dist	4/27/2020	$ 25,000.00	100.862	0.00	2.00	25,436.06	$25,301.55	6/1/2021
Ally Bank	8/15/2019	$ 170,000.00	99.925	1.95	2.05	169,887.50	$173,057.79	8/16/2021
Citibank	8/20/2018	$ 120,000.00	99.950	3.00	3.00	119,955.00	$123,845.44	8/24/2021
Morgan Stanley Pvt Bk	9/12/2019	$ 75,000.00	100.000	1.80	1.80	75,000.00	$76,259.33	9/13/2021
Celtic Bank Corp	9/20/2019	$ 130,000.00	99.970	1.70	1.70	129,976.00	$132,016.57	9/20/2021
Madison, WI	11/17/2016	$ 100,000.00	102.896	2.45	1.83	103,209.06	$101,717.01	10/1/2021
Discover Bk	10/3/2018	$ 105,000.00	99.950	3.05	3.06	104,962.50	$108,694.15	10/4/2021
US Bank	9/15/2018	$ 249,999.99	100.000	2.50	2.50	249,999.99	$249,999.99	11/15/2021
Peoria ILL GO BDS	4/27/2020	$ 75,000.00	104.111	0.00	4.00	79,081.58	$77,122.94	1/1/2022
Goldman Sachs Bk	4/3/2019	$ 100,000.00	100.000	2.60	2.60	99,915.00	$103,675.13	4/4/2022
Morgan Stanley Bk	4/4/2019	$ 175,000.00	100.000	2.65	2.65	174,840.00	$181,599.46	4/4/2022
Goldman Sachs Bk	5/22/2019	$ 150,000.00	100.000	2.50	2.50	150,000.00	$155,502.75	5/23/2022
Sallie Mae Bk	5/22/2019	$ 10,000.00	100.000	2.50	2.50	10,000.00	$10,366.85	5/23/2022
Capital One Bk	8/15/2019	$ 130,000.00	99.900	2.05	2.05	129,892.30	$133,903.56	8/15/2022
Enerbank USA	8/30/2019	$ 175,000.00	99.935	1.75	1.75	174,901.25	$179,117.30	8/30/2022
Morgan Stanley Bk	10/3/2019	$ 155,000.00	99.950	1.90	1.90	154,922.50	$159,317.25	10/3/2022
Federated Inv. Govt Obl. Inst.	12/12/2019	$ 675,000.00	1.000	0.00	0.00	675,000.00	$675,000.00	
							$4,466,304.36	
TOTAL CURRENT ASSETS							**$9,738,501.33**	

Lisle Library District
Revenues through April 30, 2020 (83.3% of FY 19-20)
Special Reserve Only

	Current Month April 2020	YTD July - June 2019-2020	YTD Jul - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
REVENUES					
INTEREST/ DONATIONS					
70-02-4481-00 Interest Earned - Special Reserve	$2,573.60	$44,226.75	$46,728.47	$35,000.00	126.36 %
70-04-4587-10 Restricted - Transfer from Corporate	$25,000.00	$250,000.00	$250,000.00	$300,000.00	83.33 %
TOTAL INTEREST & CASH DONATION	$27,573.60	$294,226.75	$296,728.47	$335,000.00	87.83 %
TOTAL REVENUES	**$27,573.60**	**$294,226.75**	**$296,728.47**	**$335,000.00**	**87.83 %**

Lisle Library District
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		Current Month April 2020	YTD July - June 2019-2020	YTD July - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
REVENUES						
TAX LEVY						
10-01-4411-00	Tax Levy - Corp.	$0.00	$3,961,037.72	$3,945,848.92	$3,966,823.34	99.85 %
30-01-4413-00	Tax Levy - .02 Building/Maint.	$0.00	$0.00	$154,159.43	$0.00	0.00 %
40-01-4414-00	Tax Levy - IMRF	$0.00	$50,909.89	$154,360.97	$50,984.25	99.85 %
45-01-4415-00	Tax Levy - FICA	$0.00	$126,653.88	$136,293.15	$126,838.87	99.85 %
TOTAL TAX LEVY		$0.00	$4,138,601.49	$4,390,662.47	$4,144,646.46	99.85 %
BACK TAXES						
10-01-4441-00	Back Taxes - Corp.	$0.00	$0.00	$2,065.96	$0.00	0.00 %
30-01-4443-00	Back Taxes - .02 Building/Maint	$0.00	$0.00	$60.55	$0.00	0.00 %
40-01-4444-00	Back Taxes - IMRF	$0.00	$0.00	$97.82	$0.00	0.00 %
45-01-4445-00	Back Taxes - FICA	$0.00	$0.00	$74.66	$0.00	0.00 %
TOTAL BACK TAXES		$0.00	$0.00	$2,298.99	$0.00	0.00 %
TIF SURPLUS						
10-01-4455-00	TIF-Surplus Corp	$0.00	$34,509.98	$0.00	$35,000.00	98.60 %
Total TIF SURPLUS		$0.00	$34,509.98	$0.00	$35,000.00	98.60 %
PERSONAL PROPERTY REPLACEMENT TAX						
10-01-4461-00	Personal Property Repl. Tax - Corp	$3,883.85	$15,707.05	$12,085.59	$12,000.00	130.89 %
40-01-4462-00	Personal Property Repl. Tax - IMRF	$224.15	$906.49	$697.48	$600.00	151.08 %
45-01-4463-00	Personal Property Repl. Tax - FICA	$35.21	$142.41	$109.59	$100.00	142.41 %
TOTAL PERSONAL PROPERTY REPLACEMENT TAX		$4,143.21	$16,755.95	$12,892.66	$12,700.00	131.94 %
INTEREST INCOME						
10-02-4472-00	Interest Earned - Corp	$10,364.09	$101,827.55	$101,296.39	$82,000.00	124.18 %
30-02-4474-00	Interest Earned - .02 B/M	$0.00	$0.00	$1,042.02	$0.00	0.00 %
40-02-4475-00	Interest Earned - IMRF	$715.90	$7,033.77	$5,288.72	$4,500.00	156.31 %
45-02-4476-00	Interest Earned - FICA	$325.52	$3,198.26	$2,559.96	$2,500.00	127.93 %

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	Current Month April 2020	YTD July - June 2019-2020	YTD July - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
80-02-4482-00 Interest Earned - Working Cash	$0.00	$4,538.14	$6,219.43	$4,500.00	100.85 %
TOTAL INTEREST INCOME	$11,405.51	$116,597.72	$116,406.52	$93,500.00	124.70 %
COUNTY INTEREST					
10-02-4511-00 County Interest - Corp	$0.00	$0.00	$1,542.44	$0.00	0.00 %
TOTAL COUNTY INTEREST	$0.00	$0.00	$1,542.44	$0.00	0.00 %
UNREALIZED GAIN/LOSS ON INVESTMENTS					
10-02-4526-00 4526 - Unrealized Gain/Loss on	$12,091.49	$34,691.17	$37,355.24	$25,000.00	138.76 %
TOTAL UNREALIZED GAIN/LOSS ON INVESTMENTS	$12,091.49	$34,691.17	$37,355.24	$25,000.00	138.76 %
DESK INCOME					
10-03-4531-00 Lost Books	$0.00	$1,244.72	$2,175.48	$3,000.00	41.49 %
10-03-4536-00 Non-Resident Fees	$0.00	$0.00	$237.45	$250.00	0.00 %
10-03-4540-00 Fines	$117.99	$17,045.64	$31,950.23	$35,000.00	48.70 %
TOTAL DESK INCOME	$117.99	$18,290.36	$34,363.16	$38,250.00	47.82 %
UNRESTRICTED INCOME					
10-03-4550-00 Gifts - Unrestricted Corp	$0.00	$0.00	$1,325.00	$0.00	0.00 %
10-04-4562-00 Gifts-book purchases	$0.00	$0.00	$56.95	$0.00	0.00 %
10-04-4564-00 Gifts-Equipment	$0.00	$0.00	$478.94	$0.00	0.00 %
10-04-4573-00 Copier Income	$0.00	$942.23	$1,173.01	$1,000.00	94.22 %
10-04-4583-00 Per Capita Grant	$0.00	$35,630.00	$35,630.00	$0.00	0.00 %
10-04-4584-00 Other Income - Corp.	$0.00	$0.00	$7,106.68	$1,000.00	0.00 %
TOTAL UNRESTRICTED INCOME	$0.00	$36,572.23	$45,770.58	$2,000.00	1,828.61 %
TOTAL REVENUES	**$27,758.20**	**$4,396,018.90**	**$4,641,292.06**	**$4,351,096.46**	**101.03 %**

Lisle Library District
Expenses through April 30, 2020 (83.3% of FY 19-20)
Special Reserve Only

	Current Month April 2020	YTD July - June 2019-2020	YTD July - June 2018-2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
SPECIAL RESERVE EXPENSES					
MAINTENANCE AND EQUIPMENT EXPENSES					
70-20-5666-00 5666 Facility and Campus (Spec Res)	$0.00	$232,527.50	$0.00	$345,000.00	67.40 %
70-65-5667-00 5667- Security Systems (Spec Res)	$0.00	$0.00	$0.00	$140,000.00	0.00 %
70-65-5671-00 Furniture & Equipment (Spec Res)	$0.00	$15,548.00	$4,357.84	$30,000.00	51.83 %
70-65-5674-00 Consulting	$575.00	$13,965.00	$0.00	$75,000.00	18.62 %
TOTAL MAINTENANCE AND EQUIPMENT EXPENSES	$575.00	$262,040.50	$4,357.84	$590,000.00	44.41 %
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	$575.00	$262,040.50	$4,357.84	$600,000.00	43.67 %

Lisle Library District
Expenses through April 30, 2020 (83.3% of FY 19-20)
No Special Reserve reflected

		Current Month April 2020	YTD July - June 2019 - 2020	YTD July - June 2018 -2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
ALL EXPENSES						
EMPLOYEE COSTS						
Salaries						
10-10-5603-10	Administrative - Reg. Hours	$38,754.80	$406,306.56	$402,064.32	$538,996.84	75.38 %
10-10-5603-20	Adult Services - Reg. Hours	$46,800.31	$467,936.68	$431,097.01	$561,938.59	83.27 %
10-10-5603-30	Youth Services - Reg. Hours	$33,444.55	$329,118.65	$269,105.82	$398,744.11	82.54 %
10-10-5603-50	Technical Services - Reg. Hours	$22,507.99	$223,348.90	$218,139.07	$279,943.69	79.78 %
10-10-5603-60	Circulation - Reg. Hours	$38,852.06	$390,860.78	$381,048.84	$482,446.73	81.02 %
Total Salaries		$180,359.71	$1,817,571.57	$1,701,455.06	$2,262,069.96	80.35 %
Health and Dental Ins.						
10-10-5621-10	Hosp. Ins. - Admin	$9,850.64	$45,023.63	$45,602.38	$65,000.00	69.27 %
10-10-5621-20	Hosp. Ins. - Adult Serv.	$18,962.94	$88,843.60	$76,782.48	$105,000.00	84.61 %
10-10-5621-30	Hosp. Ins. - YS	$8,298.28	$37,609.23	$33,237.18	$50,000.00	75.22 %
10-10-5621-50	Hosp. Ins. - Tech	$6,083.02	$29,377.18	$30,103.82	$40,000.00	73.44 %
10-10-5621-60	Hosp. Ins. - Circ	$11,624.36	$56,848.31	$44,658.75	$60,000.00	94.75 %
10-10-5622-10	Dental Ins. - Admin.	$542.13	$2,385.92	$2,591.16	$4,000.00	59.65 %
10-10-5622-20	Dental Ins. - Adult Serv	$1,231.14	$5,478.90	$4,723.84	$7,000.00	78.27 %
10-10-5622-30	Dental Ins. - YS	$640.57	$2,250.10	$916.72	$2,000.00	112.51 %
10-10-5622-50	Dental Ins. - Tech	$568.42	$2,788.06	$2,251.39	$3,000.00	92.94 %
10-10-5622-60	Dental Ins. - Circ	$488.89	$2,243.77	$2,793.07	$4,000.00	56.09 %
Total Health & Dental Ins.		$58,290.39	$272,848.70	$243,660.79	$340,000.00	80.25 %
Other Staff Benefits						
10-10-5646-00	5646 Unemployment	$0.00	$272.95	$1,431.92	$4,000.00	6.82 %
10-10-5623-00	ComPsych Assistance Plan	$0.00	$382.20	$0.00	$870.00	43.93 %
Total Other Staff Benefits		$0.00	$655.15	$1,431.92	$4,870.00	13.45 %
FICA Expenses						
45-10-5625-10	FICA Expense - Admin	$2,886.04	$30,301.92	$29,956.43	$40,000.00	75.75 %
45-10-5625-20	FICA Expense - Adult Serv.	$3,354.37	$33,597.23	$30,792.10	$40,000.00	83.99 %

Lisle Library District
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45-10-5625-30	FICA Expense - Youth Services	$2,518.84	$24,797.99	$20,435.81	$30,000.00	82.66 %
45-10-5625-50	FICA Expense - Tech Servs.	$1,686.39	$16,746.24	$16,246.48	$22,000.00	76.12 %
45-10-5625-60	FICA Expense - Circulation	$2,853.18	$28,811.64	$28,416.47	$41,048.35	70.19 %
Total FICA Expenses		$13,298.82	$134,255.02	$125,847.29	$173,048.35	77.58 %
IMRF Expenses						
40-10-5628-10	IMRF Expense - Admin	$3,184.56	$28,453.43	$30,141.32	$41,000.00	69.40 %
40-10-5628-20	IMRF Expense - Adult Servs	$4,118.42	$35,284.95	$34,923.98	$46,000.00	76.71 %
40-10-5628-30	IMRF Expense - Youth Services	$2,811.49	$23,771.58	$19,999.70	$34,000.00	69.92 %
40-10-5628-50	IMRF Expense - Tech Servs.	$1,980.70	$16,846.03	$18,237.53	$25,000.00	67.38 %
40-10-5628-60	IMRF Expense - Circulation	$2,469.05	$21,235.31	$21,868.99	$30,000.00	70.78 %
Total IMRF Expenses		$14,564.22	$125,591.30	$125,171.52	$176,000.00	71.36 %
TOTAL EMPLOYEE COSTS		$266,513.14	$2,350,921.74	$2,197,566.58	$2,955,988.31	79.53 %
BUILDING COSTS						
Utilities						
10-20-5650-00	Internet Service Provider	$900.00	$4,500.00	$3,600.00	$5,400.00	83.33 %
10-20-5651-00	INet	$0.00	$1,810.00	$1,810.00	$1,810.00	100.00 %
10-20-5652-00	Utilities - Phone	$768.36	$6,490.79	$6,580.23	$8,000.00	81.13 %
10-20-5653-00	Utilities - Gas	$1,348.38	$4,941.71	$7,084.70	$7,500.00	65.89 %
10-20-5654-00	Utilities - Sewer & Water	$310.94	$1,545.14	$2,063.12	$2,900.00	53.28 %
10-20-5655-00	Utilities - Electric	$3,461.18	$33,773.98	$34,148.81	$52,000.00	64.95 %
10-20-5656-00	Verizon	$216.06	$1,080.44	$793.98	$1,500.00	72.03 %
Total Utilities		$7,004.92	$54,142.06	$56,080.84	$79,110.00	68.44 %
Maintenance and Repairs						
10-20-5660-00	Maint Contracts - HVAC	$1,200.00	$4,800.00	$4,800.00	$5,000.00	96.00 %
10-20-5661-00	Maint Contracts - Maint. Service	$1,106.19	$17,559.26	$24,324.38	$37,500.00	46.82 %
10-20-5662-00	Maint Contr. - Landscape Serv.	$500.00	$30,598.50	$38,277.50	$40,000.00	76.50 %
10-20-5663-00	Maint/Repairs-Genl repairs,	$1,722.50	$8,268.26	$6,186.93	$9,000.00	91.87 %

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10-20-5664-00	Maint/Repairs-Non Contr. Work	$9,217.89	$57,617.28	$17,669.78	$83,700.00	68.84 %
10-20-5665-00	Rubbish Removal	$610.74	$2,901.43	$2,042.59	$2,500.00	116.06 %
Total Maintenance and Repairs		$14,357.32	$121,744.73	$93,301.18	$177,700.00	68.51 %
TOTAL BUILDING COSTS		$21,362.24	$175,886.79	$149,382.02	$256,810.00	68.49 %
OPERATING EXPENSES						
Postage and Printing						
10-25-5710-00	Postage and Shipping	$429.93	$4,325.06	$3,983.44	$4,500.00	96.11 %
10-25-5710-10	Printing/Spec. Serv. - Adult	$1,299.00	$10,127.45	$10,850.00	$18,000.00	56.26 %
10-25-5711-00	Postage Special Serv	$1,140.86	$6,689.09	$6,620.87	$8,500.00	78.70 %
10-25-5712-00	Printing	$0.00	$379.46	$138.00	$1,000.00	37.95 %
Total Postage and Printing		$2,869.79	$21,521.06	$21,592.31	$32,000.00	67.25 %
Supplies						
10-25-5713-00	Office Supplies	$809.21	$4,218.45	$4,138.65	$5,000.00	84.37 %
10-25-5714-00	Circ. Material Supplies	$454.37	$4,230.92	$4,727.11	$10,000.00	42.31 %
10-25-5715-00	Copier Supplies	$0.00	$929.70	$884.70	$1,800.00	51.65 %
10-25-5716-00	Kitchen Supplies	$484.56	$4,358.77	$4,945.21	$6,500.00	67.06 %
10-25-5717-00	Processing Supplies	$1,279.94	$19,536.97	$22,059.22	$28,000.00	69.77 %
10-25-5718-00	Computer Supplies	$0.00	$7,045.37	$7,117.40	$12,400.00	56.82 %
Total Supplies		$3,028.08	$40,320.18	$43,872.29	$63,700.00	63.30 %
Other Operating Costs						
10-25-5719-00	Publishing	$0.00	$693.22	$732.46	$2,200.00	31.51 %
10-25-5722-15	Safety Deposit Box Rental	$0.00	$50.00	$50.00	$150.00	33.33 %
10-25-5723-00	Check Printing	$0.00	$51.36	$258.78	$250.00	20.54 %
10-25-5723-15	Bank Charges	$92.83	$1,394.27	$2,290.22	$3,100.00	44.98 %
10-25-5724-15	Local Travel	$0.00	$302.58	$367.86	$500.00	60.52 %
Total Other Operating Costs		$92.83	$2,491.43	$3,699.32	$6,200.00	40.18 %

Lisle Library District
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TOTAL OPERATING EXPENSES		$5,990.70	$64,332.67	$69,163.92	$101,900.00	63.13 %
INSURANCE						
10-30-5750-00	Fidelity Bonds	$0.00	$0.00	$2,400.00	$2,100.00	0.00 %
10-30-5751-00	Property Damage (All-Peril)	$0.00	$24,178.51	$29,868.70	$22,600.00	106.98 %
10-30-5752-00	Notary Bond	$0.00	$0.00	$0.00	$65.00	0.00 %
10-30-5754-00	5754 Workers Comp Insurance	$2,862.00	$9,319.00	$9,053.00	$6,200.00	150.31 %
TOTAL INSURANCE		$2,862.00	$33,497.51	$41,321.70	$30,965.00	108.18 %
CONTRACTUAL SERVICES						
10-35-5760-00	Legal Services	$0.00	$3,825.00	$3,419.25	$15,000.00	25.50 %
10-35-5761-00	Collection Agency	$35.80	$358.00	$384.80	$700.00	51.14 %
10-35-5762-00	Other Contr Services - Admin	$0.00	$4,740.22	$1,790.00	$6,500.00	72.93 %
10-35-5763-00	Other Contr Srvcs-Tech Asst	$13,430.54	$43,106.34	$20,652.88	$60,000.00	71.84 %
10-35-5764-10	Other Contr Srvcs - Library	$2,449.50	$18,020.71	$2,681.60	$14,000.00	128.72 %
10-35-5765-10	Investment Agency Consultants	$607.31	$5,334.95	$5,135.20	$7,000.00	76.21 %
10-35-5769-00	Acct Maint & Upgrades	$0.00	$0.00	$7,574.04	$8,950.00	0.00 %
10-35-5770-00	5770 Contractual - Audit Fee	$0.00	$8,400.00	$8,500.00	$10,000.00	84.00 %
10-35-5771-00	Payroll Service	$515.61	$6,152.68	$6,083.30	$7,700.00	79.90 %
TOTAL CONTRACTUAL SERVICES		$17,038.76	$89,937.90	$56,221.07	$129,850.00	69.26 %
PERSONNEL DEVELOPMENT						
Staff & Trustee Development						
10-40-5783-00	Dues - Staff	$450.00	$4,009.00	$3,411.00	$5,100.00	78.61 %
10-40-5784-00	Meetings - Staff	$10.90	$1,130.51	$935.48	$2,000.00	56.53 %
10-40-5785-00	Conferences - Staff	($745.00)	$7,420.60	$8,530.44	$15,000.00	49.47 %
10-40-5786-00	Memorial/Tribute/Recognition	$0.00	$359.18	$517.57	$2,000.00	17.96 %
10-40-5787-00	In-Service	$0.00	$2,391.29	$2,917.34	$3,000.00	79.71 %
10-40-5788-00	Training (Cont Ed) - Staff	$175.00	$1,284.00	$1,480.32	$1,500.00	85.60 %
10-45-5786-70	Dues - Trustee	$450.00	$525.00	$300.00	$525.00	100.00 %
10-45-5787-70	Conferences - Trustee	$0.00	$391.08	$175.00	$1,000.00	39.11 %

Lisle Library District
Expenses through April 30, 2020 (83.3% of FY 19-20)
No Special Reserve reflected

Account	Description	Current Month April 2020	YTD July - June 2019 - 2020	YTD July - June 2018 -2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-45-5788-70	Meetings - Trustee	$0.00	$0.00	$0.00	$1,000.00	0.00 %
10-45-5789-70	Training-Trustees	$0.00	$0.00	$0.00	$1,000.00	0.00 %
Total Staff & Trustee Development		$340.90	$17,510.66	$18,267.15	$32,125.00	54.51 %
TOTAL PERSONNEL DEVELOPMENT		$340.90	$17,510.66	$18,267.15	$32,125.00	54.51 %
EQUIPMENT COSTS						
Major Equipment						
10-48-5801-10	Polaris Maint (Corp)	$0.00	$48,956.48	$48,622.70	$52,500.00	93.25 %
10-48-5803-10	5803 Technology	$11,463.48	$17,041.04	$0.00	$66,000.00	25.82 %
10-48-5804-10	5804 Facility	($220.17)	$7,910.62	$0.00	$10,000.00	79.11 %
Total Major Equipment		$11,243.31	$73,908.14	$48,622.70	$128,500.00	57.52 %
Minor Equipment						
10-48-5823-10	Minor Equip - Administration	$0.00	$0.00	$588.83	$700.00	0.00 %
10-48-5823-20	Minor Equip - Adult Services	$177.03	$636.51	$776.24	$700.00	90.93 %
10-48-5823-30	Minor Equip - Youth	$17.90	$207.01	$669.91	$700.00	29.57 %
10-48-5823-50	Minor Equip - Tech Services	$35.98	$211.33	$611.52	$700.00	30.19 %
10-48-5823-60	Minor Equip - Circ	$0.00	$24.99	$461.65	$700.00	3.57 %
Total Minor Equipment		$230.91	$1,079.84	$3,108.15	$3,500.00	30.85 %
Equip Maint/Repairs & Rentals						
10-48-5843-00	Rental-Postage Meter	$180.00	$720.00	$540.00	$720.00	100.00 %
10-48-5845-00	Equip Maint/Repr-Contr-Lib.	$1,680.45	$11,218.69	$11,372.47	$19,000.00	59.05 %
10-48-5846-00	Equip Maint/Repr-NonContr	$8.97	$733.73	$738.10	$1,000.00	73.37 %
Total Equip Maint/Repairs & Rentals		$1,869.42	$12,672.42	$12,650.57	$20,720.00	61.16 %
TOTAL EQUIPMENT COSTS		$13,343.64	$87,660.40	$64,381.42	$152,720.00	57.40 %

LIBRARY MEDIA

Books

Lisle Library District
Expenses through April 30, 2020 (83.3% of FY 19-20)
No Special Reserve reflected

		Current Month April 2020	YTD July - June 2019 - 2020	YTD July - June 2018 -2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-50-5863-20	Literacy/ESL	$40.14	$2,638.92	$3,874.03	$9,000.00	29.32 %
10-50-5863-30	Books - Youth Serv	$1,999.11	$36,143.94	$46,640.39	$54,000.00	66.93 %
10-50-5863-50	Books - Tech Serv	$0.00	$155.66	$100.00	$100.00	155.66 %
10-50-5864-10	Books - Non Fiction	$2,210.76	$54,661.99	$85,406.22	$86,100.00	63.49 %
10-50-5865-10	Books - Adult/Teen Fiction	$3,009.47	$57,705.87	$59,318.77	$72,500.00	79.59 %
10-50-5867-20	Ref Books - Adult Serv	$1,079.36	$10,436.30	$18,103.36	$20,000.00	52.18 %
Total Books		$8,338.84	$161,742.68	$213,442.77	$241,700.00	66.92 %
Databases						
10-50-5869-20	Internet Licensed DBases	$6,974.00	$112,382.26	$127,755.75	$130,000.00	86.45 %
10-50-5872-10	Dbases - Professional	$675.98	$4,864.09	$4,877.54	$10,000.00	48.64 %
10-50-5873-30	Dbases - Youth Serv	$0.00	$7,653.00	$10,504.00	$12,700.00	60.26 %
Total Databases		$7,649.98	$124,899.35	$143,137.29	$152,700.00	81.79 %
Audio-Visual Materials						
10-50-5890-30	A-V Matls - Youth Serv	$877.04	$11,425.47	$17,910.59	$18,000.00	63.47 %
10-50-5895-40	A-V Matls - Adult Serv	$5,971.79	$95,134.44	$104,089.41	$117,300.00	81.10 %
Total Audio-Visual Materials		$6,848.83	$106,559.91	$122,000.00	$135,300.00	78.76 %
Periodicals/Doc Delivery						
10-50-5900-20	Periodicals - Adult Serv	$497.15	$42,262.02	$41,218.71	$42,000.00	100.62 %
10-50-5900-30	Periodicals - Youth	$0.00	$193.91	$327.40	$700.00	27.70 %
10-50-5900-80	Periodicals - Prof. Collections	$0.00	$3,034.47	$2,285.84	$3,800.00	79.85 %
10-50-5871-20	Document Delivery	$125.00	$21,882.83	$21,344.63	$23,000.00	95.14 %
Total Periodicals/Doc Delivery		$622.15	$67,373.23	$65,176.58	$69,500.00	96.94 %
TOTAL LIBRARY MEDIA		$23,459.80	$460,575.17	$543,756.64	$599,200.00	76.87 %
PROGRAMS AND READER'S SERVICES						
Programs						
10-60-5931-10	Programs - Adult Services	$692.89	$10,245.25	$14,581.49	$16,500.00	62.09 %

Lisle Library District
Expenses through April 30, 2020 (83.3% of FY 19-20)
No Special Reserve reflected

		Current Month April 2020	YTD July - June 2019 - 2020	YTD July - June 2018 -2019	FY 19-20 Annual Budget	FY 19-20 % of Budget to YTD
10-60-5931-30	Programs - Youth	$547.91	$6,549.82	$10,712.52	$12,000.00	54.58 %
10-60-5931-40	Online Marketing	$0.00	$1,414.38	$1,565.22	$2,000.00	70.72 %
10-60-5931-50	Community Relations	$175.05	$2,480.96	$4,445.71	$6,500.00	38.17 %
Total Programs		$1,415.85	$20,690.41	$31,304.94	$37,000.00	55.92 %
Readers Service's						
10-60-5940-10	Reader Services - Adult Serv.	$59.37	$295.06	$1,895.79	$2,000.00	14.75 %
10-60-5940-30	Reader Services - Youth Serv.	$0.00	$4,135.16	$4,031.38	$5,500.00	75.18 %
Total Readers Services's		$59.37	$4,430.22	$5,927.17	$7,500.00	59.07 %
TOTAL PROGRAMS AND READER'S SERVICES		$1,475.22	$25,120.63	$37,232.11	$44,500.00	56.45 %
RESTRICTED USAGE EXPENSES						
10-80-5980-80	Restricted - Gifts	$0.00	$0.00	$1,208.08	$0.00	0.00 %
10-80-5981-80	Restricted - Per Capita Grant	$5,543.91	$26,872.65	$3,269.04	$0.00	0.00 %
10-80-5984-80	Transfer to Special Reserve	$25,000.00	$250,000.00	$250,000.00	$300,000.00	83.33 %
10-80-5986-80	IMRF Funding	$0.00	$50,000.00	$50,000.00	$50,000.00	100.00 %
TOTAL RESTRICTED USAGE EXPENSES		$30,543.91	$326,872.65	$304,477.12	$350,000.00	93.39 %
.02 BLDG/MAINT EXPENSES						
30-65-5920-00	Network - Purchases (.02 B/M)	$0.00	$0.00	$19,395.59	$0.00	0.00 %
30-65-5925-00	Network - Maint. (.02 B/M)	$0.00	$12,621.58	$36,526.25	$0.00	0.00 %
30-65-5926-00	Maint - Bldg Structure (.02 B/M)	$0.00	$9,063.21	$109,250.00	$10,000.00	90.63 %
Total .02 BLDG/MAINT EXPENSES		$0.00	$21,684.79	$165,171.84	$10,000.00	216.85 %
CONTINGENCY						
10-90-5999-00	Contingency	$0.00	$15,264.92	$1,109.66	$25,000.00	61.06 %
Total		$0.00	$15,264.92	$1,109.66	$25,000.00	61.06 %
TOTAL ALL EXPENSES		$382,930.31	$3,669,265.83	$3,648,051.23	$4,689,058.31	78.25 %

Lisle Library District
Accounts Payable May 13, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Albertsons/Safeway						
Albertsons/Safeway	4/27/2020 040420	Supplies Invoice	Paid	10-60-5931-50	Community Relations	$27.98
					Totals for Albertsons/Safeway:	*$27.98*
Amazon						
Amazon	4/27/2020 041020	Books, Video Games, Suppli Invoice	Paid	10-50-5865-10	Books - Adult/Teen Fiction	$15.95
				10-50-5895-40	A-V Matls - Adult Serv	$72.58
				10-50-5890-30	A-V Matls - Youth Serv	$267.40
				10-20-5664-00	Maint/Repairs-Non Contr. Work	$74.93
				10-48-5823-50	Minor Equip - Tech Services	$35.98
				10-60-5931-50	Community Relations	$27.18
				10-60-5931-30	Programs - Youth	$238.61
					Totals for Amazon:	*$732.63*
Anderson Pest Solutions						
Anderson Pest Solutions	4/27/2020 5560719	Pest Control Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	$145.23
					Totals for Anderson Pest Solutions:	*$145.23*
CCS						
CCS	4/27/2020 120029-03312020	Project Management Invoice	Paid	70-65-5674-00	Consulting	$575.00
					Totals for CCS:	*$575.00*
Chicago Metro Fire Prevention						
Chicago Metro Fire Prevention	4/27/2020 IN00332314	Monitoring Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	$165.75
					Totals for Chicago Metro Fire Prevention:	*$165.75*
Delta Dental - Risk						
Delta Dental - Risk	4/27/2020 30788-042320	Dental Premium Invoice	Paid	10-10-5622-10	Dental Ins. - Admin.	$357.15
				10-10-5622-20	Dental Ins. - Adult Serv	$752.13
				10-10-5622-30	Dental Ins. - YS	$425.82
				10-10-5622-50	Dental Ins. - Tech	$382.05
				10-10-5622-60	Dental Ins. - Circ	$302.01
					Totals for Delta Dental - Risk:	*$2,219.16*

Lisle Library District
Accounts Payable May 13, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Direct Energy Business						
Direct Energy Business	4/27/2020 200910041662227	Usage Invoice	Paid	10-20-5655-00	Utilities - Electric	$3,461.18
					Totals for Direct Energy Business:	*$3,461.18*
DuPage County Public Works						
DuPage County Public Works	4/27/2020 43009901-01	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	$106.04
					Totals for DuPage County Public Works:	*$106.04*
EBSCO						
EBSCO	4/27/2020 CG-F-16488-00	NADA Marine, Weiss Invoice	Paid	10-50-5900-20	Periodicals - Adult Serv	$38.50
	4/27/2020 1000124070-1	EBSCO Package Renewal Invoice	Paid	10-50-5869-20	Internet Licensed DBases	$6,974.00
					Totals for EBSCO:	*$7,012.50*
Eco Clean Maintenance						
Eco Clean Maintenance	4/27/2020 8622	March Cleaning Invoice	Paid	10-20-5661-00	Maint Contracts - Maint. Service	$960.96
					Totals for Eco Clean Maintenance:	*$960.96*
Ehlers Investment Partners						
Ehlers Investment Partners	4/27/2020 033120	Investment Consultant Invoice	Paid	10-35-5765-10	Investment Agency Consultants	$607.31
					Totals for Ehlers Investment Partners:	*$607.31*
Fifth Third Bank						
Fifth Third Bank	4/27/2020 050520	Telephone, Periodicals, Train Invoice	Paid	10-20-5652-00	Utilities - Phone	$768.36
				10-25-5716-00	Kitchen Supplies	$73.88
				10-35-5763-00	Other Contr Srvcs-Tech Asst	$17.95
				10-40-5785-00	Conferences - Staff	($745.00)
				10-40-5788-00	Training (Cont Ed) - Staff	$175.00
				10-50-5900-20	Periodicals - Adult Serv	$93.91
				10-60-5931-10	Programs - Adult Services	$171.95
				10-60-5931-30	Programs - Youth	$11.04

Lisle Library District
Accounts Payable May 13, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
					Totals for Fifth Third Bank:	*$567.09*
Hagg Press						
Hagg Press	4/27/2020 3126	April Newsletter & Postage Invoice	Paid	10-25-5710-10 10-25-5711-00	Printing/Spec. Serv. - Adult Postage Special Serv	$1,299.00 $40.86
	4/27/2020 20043F	May/June Newsletter Postage Invoice	Paid	10-25-5711-00	Postage Special Serv	$1,100.00
					Totals for Hagg Press:	*$2,439.86*
The Hartford						
The Hartford	4/27/2020 040320	W.C. Audit Premium Due Invoice	Paid	10-30-5754-00	5754 Workers Comp Insurance	$2,862.00
					Totals for The Hartford:	*$2,862.00*
Illinois Library Association						
Illinois Library Association	4/27/2020 176438	Membership Dues Staff & T Invoice	Paid	10-40-5783-00 10-45-5786-70	Dues - Staff Dues - Trustee	$450.00 $450.00
					Totals for Illinois Library Association:	*$900.00*
Innovative Interfaces						
Innovative Interfaces	4/27/2020 INV-INC24827	SIP License for Explore More Invoice	Paid	10-35-5763-00	Other Contr Srvcs-Tech Asst	$642.68
					Totals for Innovative Interfaces:	*$642.68*
Konica Minolta Business Solutions						
Konica Minolta Business Solutions	4/27/2020 265317436	Copier Usage Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	$235.19
					Totals for Konica Minolta Business Solutions:	*$235.19*
Konica Minolta Premier Finance						
Konica Minolta Premier Finance	4/27/2020 411329840	Copier Lease Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	$211.10
					Totals for Konica Minolta Premier Finance:	*$211.10*
Jay Lezman						
Jay Lezman	4/27/2020 041520	Online Program: Astrology 1 Invoice	Paid	10-60-5931-10	Programs - Adult Services	$130.00

Lisle Library District
Accounts Payable May 13, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
					Totals for Jay Lezman:	$130.00
Librarica LLC						
Librarica LLC XX-XXX9228	4/27/2020 204234-108R	Cassie Annual License Invoice	Paid	10-35-5763-00	Other Contr Srvcs-Tech Asst	$625.20
					Totals for Librarica LLC:	$625.20
LIMRICC PHIP Health						
LIMRiCC PHIP Health	4/27/2020 042320	May Health Premium Invoice	Paid	10-10-5621-10	Hosp. Ins. - Admin	$5,850.85
				10-10-5621-20	Hosp. Ins. - Adult Serv.	$10,792.27
				10-10-5621-30	Hosp. Ins. - YS	$4,879.16
				10-10-5621-50	Hosp. Ins. - Tech	$3,294.26
				10-10-5621-60	Hosp. Ins. - Circ	$6,394.19
					Totals for LIMRICC PHIP Health:	$31,210.73
Midwest Tape (7288)						
Midwest Tape (7288)	4/27/2020 040120	DVDs/Blu-rays w/Processing Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	$1,060.09
				10-25-5717-00	Processing Supplies	$278.60
					Totals for Midwest Tape (7288):	$1,338.69
Midwest Tape (7290)						
Midwest Tape (7290)	4/27/2020 040120	DVDs/Blu-rays/CD Books w Invoice	Paid	10-50-5890-30	A-V Matls - Youth Serv	$19.99
					Totals for Midwest Tape (7290):	$19.99
Midwest Tape (7291)						
Midwest Tape (7291)	4/27/2020 040120	DVDs/Blu-rays/CD Books w Invoice	Paid	10-50-5890-30	A-V Matls - Youth Serv	$74.97
					Totals for Midwest Tape (7291):	$74.97
Midwest Tape						
Midwest Tape	4/27/2020 98788268	Hoopla Invoice	Paid	10-50-5895-40	A-V Matls - Adult Serv	$3,982.94
					Totals for Midwest Tape:	$3,982.94
Monaco Mechanical Service, Inc.						

Lisle Library District
Accounts Payable May 13, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
Monaco Mechanical Service, Inc.	4/27/2020 18697	Service Contract Invoice	Paid	10-20-5660-00	Maint Contracts - HVAC	$1,200.00
					Totals for Monaco Mechanical Service, Inc.:	*$1,200.00*
Montano's Landscaping & Nursery, Inc						
Montano's Landscaping & Nursery, Inc	4/27/2020 041520	Salting Invoice	Paid	10-20-5662-00	Maint Contr. - Landscape Serv.	$500.00
					Totals for Montano's Landscaping & Nursery, Inc:	*$500.00*
NCPERS Group Life Ins						
NCPERS Group Life Ins	4/27/2020 4602052020	Payroll Deduction Invoice	Paid	10-00-2638-00	Vol. Life (NCPERS)	$80.00
					Totals for NCPERS Group Life Ins:	*$80.00*
NICOR						
NICOR	4/27/2020 040720	Usage Invoice	Paid	10-20-5653-00	Utilities - Gas	$614.18
					Totals for NICOR:	*$614.18*
Outsource Solutions Group, Inc.						
Outsource Solutions Group, Inc.	4/27/2020 53044	Wireless Appliance & 8 Wire Invoice	Paid	10-48-5803-10	5803 Technology	$6,243.48
	4/27/2020 52941	Monthly Server Monitoring Invoice	Paid	10-35-5763-00	Other Contr Srvcs-Tech Asst	$880.00
					Totals for Outsource Solutions Group, Inc.:	*$7,123.48*
OverDrive, Inc.						
OverDrive, Inc.	4/27/2020 0110720073727	Advantage Invoice	Paid	10-80-5981-80	Restricted - Per Capita Grant	$1,000.00
	4/27/2020 0110720071632	Advantage Invoice	Paid	10-80-5981-80	Restricted - Per Capita Grant	$500.00
	4/27/2020 0110720075911	Advantage Invoice	Paid	10-80-5981-80	Restricted - Per Capita Grant	$500.00

Lisle Library District
Accounts Payable May 13, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
	4/27/2020 0110720085752	Advantage Invoice	Paid	10-80-5981-80	Restricted - Per Capita Grant	$1,000.00
	4/27/2020 0110720089766	Advantage Invoice	Paid	10-80-5981-80	Restricted - Per Capita Grant	$500.00
	4/27/2020 0110720108469	Advantage Invoice	Paid	10-80-5981-80	Restricted - Per Capita Grant	$500.00
	4/27/2020 0110720096802	Advantage Invoice	Paid	10-80-5981-80	Restricted - Per Capita Grant	$500.00
					Totals for OverDrive, Inc.:	*$4,500.00*
Republic Services						
Republic Services	4/27/2020 0551-014816412	Rubbish Removal Invoice	Paid	10-20-5665-00	Rubbish Removal	$384.33
					Totals for Republic Services:	*$384.33*
Will Savage						
Will Savage	4/27/2020 041420	Pokemon Invoice	Paid	10-60-5931-30	Programs - Youth	$25.98
					Totals for Will Savage:	*$25.98*
SavATree						
SavATree	4/27/2020 7335447	Tree Maintenance Invoice	Paid	10-20-5664-00	Maint/Repairs-Non Contr. Work	$7,880.00
					Totals for SavATree:	*$7,880.00*
Sikich LLP						
Sikich LLP	4/27/2020 433912	Financial Accounting Invoice	Paid	10-35-5764-10	Other Contr Srvcs - Library Wide	$1,408.00
					Totals for Sikich LLP:	*$1,408.00*
Staples Advantage						
Staples Advantage	4/27/2020 1628399105	Office, Kitchen & Janitorial S Invoice	Paid	10-25-5713-00 10-25-5716-00 10-20-5663-00 10-48-5804-10	Office Supplies Kitchen Supplies Maint/Repairs-Genl repairs, Supplies 5804 Facility	$466.51 $377.76 $450.57 ($220.17)

Lisle Library District
Accounts Payable May 13, 2020

Vendor Name Tax Identification Number	Transaction Date Transaction Number	Description Transaction Type	Status	Account Number	Account Description	Amount
					Totals for Staples Advantage:	*$1,074.67*
SWAN						
SWAN	4/27/2020 7414	ILL Invoice	Paid	10-50-5871-20	Document Delivery	$25.00
					Totals for SWAN:	*$25.00*
Toshiba Business Solutions, USA						
Toshiba Business Solutions, USA	4/27/2020 5242111	YS Copier Invoice	Paid	10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide	$94.83
					Totals for Toshiba Business Solutions, USA:	*$94.83*
Verizon						
Verizon	4/27/2020 9852920850	3 Wireless Hotspots Invoice	Paid	10-20-5656-00	Verizon	$108.03
					Totals for Verizon:	*$108.03*
Village of Lisle						
Village of Lisle	4/27/2020 02620	Usage Invoice	Paid	10-20-5654-00	Utilities - Sewer & Water	$98.86
	4/27/2020 3600000344	Monthly Internet Service Invoice	Paid	10-20-5650-00	Internet Service Provider	$450.00
					Totals for Village of Lisle:	*$548.86*
Warehouse Direct						
Warehouse Direct	4/27/2020 4636366-0	Hand Sanitizer Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	$399.98
	4/27/2020 4638482-0	Antiseptic Wipes Invoice	Paid	10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	$69.50
					Totals for Warehouse Direct:	*$469.48*

Lisle Library District
Accounts Payable May 13, 2020

Account Summary

Account Number	Description	Net Amount
10-00-2638-00	Vol. Life (NCPERS)	$80.00
10-10-5621-10	Hosp. Ins. - Admin	$5,850.85
10-10-5621-20	Hosp. Ins. - Adult Serv.	$10,792.27
10-10-5621-30	Hosp. Ins. - YS	$4,879.16
10-10-5621-50	Hosp. Ins. - Tech	$3,294.26
10-10-5621-60	Hosp. Ins. - Circ	$6,394.19
10-10-5622-10	Dental Ins. - Admin.	$357.15
10-10-5622-20	Dental Ins. - Adult Serv	$752.13
10-10-5622-30	Dental Ins. - YS	$425.82
10-10-5622-50	Dental Ins. - Tech	$382.05
10-10-5622-60	Dental Ins. - Circ	$302.01
10-20-5650-00	Internet Service Provider	$450.00
10-20-5652-00	Utilities - Phone	$768.36
10-20-5653-00	Utilities - Gas	$614.18
10-20-5654-00	Utilities - Sewer & Water	$204.90
10-20-5655-00	Utilities - Electric	$3,461.18
10-20-5656-00	Verizon	$108.03
10-20-5660-00	Maint Contracts - HVAC	$1,200.00
10-20-5661-00	Maint Contracts - Maint. Service	$1,106.19
10-20-5662-00	Maint Contr. - Landscape Serv.	$500.00
10-20-5663-00	Maint/Repairs-Genl repairs, Supplies	$920.05
10-20-5664-00	Maint/Repairs-Non Contr. Work	$7,954.93
10-20-5665-00	Rubbish Removal	$384.33
10-25-5710-10	Printing/Spec. Serv. - Adult	$1,299.00
10-25-5711-00	Postage Special Serv	$1,140.86
10-25-5713-00	Office Supplies	$466.51
10-25-5716-00	Kitchen Supplies	$451.64
10-25-5717-00	Processing Supplies	$278.60
10-30-5754-00	5754 Workers Comp Insurance	$2,862.00
10-35-5763-00	Other Contr Srvcs-Tech Asst	$2,165.83
10-35-5764-10	Other Contr Srvcs - Library Wide	$1,408.00
10-35-5765-10	Investment Agency Consultants	$607.31
10-40-5783-00	Dues - Staff	$450.00

Lisle Library District
Accounts Payable May 13, 2020

10-40-5785-00	Conferences - Staff		($745.00)
10-40-5788-00	Training (Cont Ed) - Staff		$175.00
10-45-5786-70	Dues - Trustee		$450.00
10-48-5803-10	5803 Technology		$6,243.48
10-48-5804-10	5804 Facility		($220.17)
10-48-5823-50	Minor Equip - Tech Services		$35.98
10-48-5845-00	Equip Maint/Repr-Contr-Lib. Wide		$706.87
10-50-5865-10	Books - Adult/Teen Fiction		$15.95
10-50-5869-20	Internet Licensed DBases		$6,974.00
10-50-5871-20	Document Delivery		$25.00
10-50-5890-30	A-V Matls - Youth Serv		$362.36
10-50-5895-40	A-V Matls - Adult Serv		$5,115.61
10-50-5900-20	Periodicals - Adult Serv		$132.41
10-60-5931-10	Programs - Adult Services		$301.95
10-60-5931-30	Programs - Youth		$275.63
10-60-5931-50	Community Relations		$55.16
10-80-5981-80	Restricted - Per Capita Grant		$4,500.00
70-65-5674-00	Consulting		$575.00
		GRAND TOTAL:	$87,291.02

Lisle Library District
Account Distribution Report by Number
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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-00-2638-00, Vol. Life (NCPERS)									
4/27/2020	4602052020	Invoice	6034-063	NCPERS Group Life Ins	NCPERS Group Life I	Posted	4/27/2020	$80.00	$0.00
					Totals for 10-00-2638-00, Vol. Life (NCPERS):			*$80.00*	*$0.00*
10-10-5621-10, Hosp. Ins. - Admin									
4/27/2020	042320	Invoice	6034-035	LIMRiCC PHIP Health	LIMRiCC PHIP Healt	Posted	4/27/2020	$5,850.85	$0.00
					Totals for 10-10-5621-10, Hosp. Ins. - Admin:			*$5,850.85*	*$0.00*
10-10-5621-20, Hosp. Ins. - Adult Serv.									
4/27/2020	042320	Invoice	6034-037	LIMRiCC PHIP Health	LIMRiCC PHIP Healt	Posted	4/27/2020	$10,792.27	$0.00
					Totals for 10-10-5621-20, Hosp. Ins. - Adult Serv.:			*$10,792.27*	*$0.00*
10-10-5621-30, Hosp. Ins. - YS									
4/27/2020	042320	Invoice	6034-038	LIMRiCC PHIP Health	LIMRiCC PHIP Healt	Posted	4/27/2020	$4,879.16	$0.00
					Totals for 10-10-5621-30, Hosp. Ins. - YS:			*$4,879.16*	*$0.00*
10-10-5621-50, Hosp. Ins. - Tech									
4/27/2020	042320	Invoice	6034-039	LIMRiCC PHIP Health	LIMRiCC PHIP Healt	Posted	4/27/2020	$3,294.26	$0.00
					Totals for 10-10-5621-50, Hosp. Ins. - Tech:			*$3,294.26*	*$0.00*
10-10-5621-60, Hosp. Ins. - Circ									
4/27/2020	042320	Invoice	6034-040	LIMRiCC PHIP Health	LIMRiCC PHIP Healt	Posted	4/27/2020	$6,394.19	$0.00
					Totals for 10-10-5621-60, Hosp. Ins. - Circ:			*$6,394.19*	*$0.00*
10-10-5622-10, Dental Ins. - Admin.									
4/27/2020	30788-042320	Invoice	6034-029	Delta Dental - Risk	Delta Dental - Risk-307	Posted	4/27/2020	$357.15	$0.00
					Totals for 10-10-5622-10, Dental Ins. - Admin.:			*$357.15*	*$0.00*
10-10-5622-20, Dental Ins. - Adult Serv									
4/27/2020	30788-042320	Invoice	6034-031	Delta Dental - Risk	Delta Dental - Risk-307	Posted	4/27/2020	$752.13	$0.00
					Totals for 10-10-5622-20, Dental Ins. - Adult Serv:			*$752.13*	*$0.00*
10-10-5622-30, Dental Ins. - YS									
4/27/2020	30788-042320	Invoice	6034-032	Delta Dental - Risk	Delta Dental - Risk-307	Posted	4/27/2020	$425.82	$0.00
					Totals for 10-10-5622-30, Dental Ins. - YS:			*$425.82*	*$0.00*
10-10-5622-50, Dental Ins. - Tech									
4/27/2020	30788-042320	Invoice	6034-033	Delta Dental - Risk	Delta Dental - Risk-307	Posted	4/27/2020	$382.05	$0.00
					Totals for 10-10-5622-50, Dental Ins. - Tech:			*$382.05*	*$0.00*
10-10-5622-60, Dental Ins. - Circ									
4/27/2020	30788-042320	Invoice	6034-034	Delta Dental - Risk	Delta Dental - Risk-307	Posted	4/27/2020	$302.01	$0.00

Lisle Library District
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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
					Totals for 10-10-5622-60, Dental Ins. - Circ:			*$302.01*	*$0.00*
10-20-5650-00, Internet Service Provider									
4/27/2020	3600000344	Invoice	6034-128	Village of Lisle	Village of Lisle-360000	Posted	4/27/2020	$450.00	$0.00
					Totals for 10-20-5650-00, Internet Service Provider:			*$450.00*	*$0.00*
10-20-5652-00, Utilities - Phone									
4/27/2020	050520	Invoice	6034-001	Fifth Third Bank	Fifth Third Bank-05052	Posted	4/27/2020	$768.36	$0.00
					Totals for 10-20-5652-00, Utilities - Phone:			*$768.36*	*$0.00*
10-20-5653-00, Utilities - Gas									
4/27/2020	040720	Invoice	6034-053	NICOR	NICOR-040720	Posted	4/27/2020	$614.18	$0.00
					Totals for 10-20-5653-00, Utilities - Gas:			*$614.18*	*$0.00*
10-20-5654-00, Utilities - Sewer & Water									
4/27/2020	02620	Invoice	6034-025	Village of Lisle	Village of Lisle-02620	Posted	4/27/2020	$98.86	$0.00
4/27/2020	43009901-01	Invoice	6034-061	DuPage County Public Works	DuPage County Public	Posted	4/27/2020	$106.04	$0.00
					Totals for 10-20-5654-00, Utilities - Sewer & Water:			*$204.90*	*$0.00*
10-20-5655-00, Utilities - Electric									
4/27/2020	200910041662227	Invoice	6034-027	Direct Energy Business	Direct Energy Business	Posted	4/27/2020	$3,461.18	$0.00
					Totals for 10-20-5655-00, Utilities - Electric:			*$3,461.18*	*$0.00*
10-20-5656-00, Verizon									
4/27/2020	9852920850	Invoice	6034-132	Verizon	Verizon-9852920850	Posted	4/27/2020	$108.03	$0.00
					Totals for 10-20-5656-00, Verizon:			*$108.03*	*$0.00*
10-20-5660-00, Maint Contracts - HVAC									
4/27/2020	18697	Invoice	6034-120	Monaco Mechanical Service, I	Monaco Mechanical S	Posted	4/27/2020	$1,200.00	$0.00
					Totals for 10-20-5660-00, Maint Contracts - HVAC:			*$1,200.00*	*$0.00*
10-20-5661-00, Maint Contracts - Maint. Service									
4/27/2020	8622	Invoice	6034-118	Eco Clean Maintenance	Eco Clean Maintenanc	Posted	4/27/2020	$960.96	$0.00
4/27/2020	5560719	Invoice	6034-130	Anderson Pest Solutions	Anderson Pest Solutio	Posted	4/27/2020	$145.23	$0.00
					Totals for 10-20-5661-00, Maint Contracts - Maint. Service:			*$1,106.19*	*$0.00*
10-20-5662-00, Maint Contr. - Landscape Serv.									
4/27/2020	041520	Invoice	6034-097	Montano's Landscaping & Nur	Montano's Landscapin	Posted	4/27/2020	$500.00	$0.00
					Totals for 10-20-5662-00, Maint Contr. - Landscape Serv.:			*$500.00*	*$0.00*
10-20-5663-00, Maint/Repairs-Genl repairs, Supplies									
4/27/2020	4636366-0	Invoice	6034-020	Warehouse Direct	Warehouse Direct-463	Posted	4/27/2020	$399.98	$0.00

Lisle Library District
Account Distribution Report by Number
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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
4/27/2020	4638482-0	Invoice	6034-041	Warehouse Direct	Warehouse Direct-463	Posted	4/27/2020	$69.50	$0.00
4/27/2020	1628399105	Invoice	6034-046	Staples Advantage	Staples Advantage-162ℓ	Posted	4/27/2020	$450.57	$0.00
					Totals for 10-20-5663-00, Maint/Repairs-Genl repairs, Supplies:			*$920.05*	*$0.00*
10-20-5664-00, Maint/Repairs-Non Contr. Work									
4/27/2020	041020	Invoice	6034-089	Amazon	Amazon-041020	Posted	4/27/2020	$74.93	$0.00
4/27/2020	7335447	Invoice	6034-093	SavATree	SavATree-7335447	Posted	4/27/2020	$7,880.00	$0.00
					Totals for 10-20-5664-00, Maint/Repairs-Non Contr. Work:			*$7,954.93*	*$0.00*
10-20-5665-00, Rubbish Removal									
4/27/2020	0551-014816412	Invoice	6034-049	Republic Services	Republic Services-055	Posted	4/27/2020	$384.33	$0.00
					Totals for 10-20-5665-00, Rubbish Removal:			*$384.33*	*$0.00*
10-25-5710-10, Printing/Spec. Serv. - Adult									
4/27/2020	3126	Invoice	6034-022	Hagg Press	Hagg Press-3126	Posted	4/27/2020	$1,299.00	$0.00
					Totals for 10-25-5710-10, Printing/Spec. Serv. - Adult:			*$1,299.00*	*$0.00*
10-25-5711-00, Postage Special Serv									
4/27/2020	3126	Invoice	6034-024	Hagg Press	Hagg Press-3126	Posted	4/27/2020	$40.86	$0.00
4/27/2020	20043F	Invoice	6034-059	Hagg Press	Hagg Press-20043F	Posted	4/27/2020	$1,100.00	$0.00
					Totals for 10-25-5711-00, Postage Special Serv:			*$1,140.86*	*$0.00*
10-25-5713-00, Office Supplies									
4/27/2020	1628399105	Invoice	6034-043	Staples Advantage	Staples Advantage-162ℓ	Posted	4/27/2020	$466.51	$0.00
					Totals for 10-25-5713-00, Office Supplies:			*$466.51*	*$0.00*
10-25-5716-00, Kitchen Supplies									
4/27/2020	050520	Invoice	6034-003	Fifth Third Bank	Fifth Third Bank-05052	Posted	4/27/2020	$73.88	$0.00
4/27/2020	1628399105	Invoice	6034-045	Staples Advantage	Staples Advantage-162ℓ	Posted	4/27/2020	$377.76	$0.00
					Totals for 10-25-5716-00, Kitchen Supplies:			*$451.64*	*$0.00*
10-25-5717-00, Processing Supplies									
4/27/2020	040120	Invoice	6034-105	Midwest Tape (7288)	Midwest Tape (7288)-	Posted	4/27/2020	$278.60	$0.00
					Totals for 10-25-5717-00, Processing Supplies:			*$278.60*	*$0.00*
10-30-5754-00, 5754 Workers Comp Insurance									
4/27/2020	040320	Invoice	6034-051	The Hartford	The Hartford-040320	Posted	4/27/2020	$2,862.00	$0.00
					Totals for 10-30-5754-00, 5754 Workers Comp Insurance:			*$2,862.00*	*$0.00*
10-35-5763-00, Other Contr Srvcs-Tech Asst									
4/27/2020	050520	Invoice	6034-004	Fifth Third Bank	Fifth Third Bank-05052	Posted	4/27/2020	$17.95	$0.00

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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
4/27/2020	204234-108R	Invoice	6034-112	Librarica LLC	Librarica LLC-204234-	Posted	4/27/2020	$625.20	$0.00
4/27/2020	52941	Invoice	6034-114	Outsource Solutions Group, In	Outsource Solutions G	Posted	4/27/2020	$880.00	$0.00
4/27/2020	INV-INC24827	Invoice	6034-116	Innovative Interfaces	Innovative Interfaces-I	Posted	4/27/2020	$642.68	$0.00
					Totals for 10-35-5763-00, Other Contr Srvcs-Tech Asst:			*$2,165.83*	*$0.00*
10-35-5764-10, Other Contr Srvcs - Library Wide									
4/27/2020	433912	Invoice	6034-124	Sikich LLP	Sikich LLP-433912	Posted	4/27/2020	$1,408.00	$0.00
					Totals for 10-35-5764-10, Other Contr Srvcs - Library Wide:			*$1,408.00*	*$0.00*
10-35-5765-10, Investment Agency Consultants									
4/27/2020	033120	Invoice	6034-110	Ehlers Investment Partners	Ehlers Investment Part	Posted	4/27/2020	$607.31	$0.00
					Totals for 10-35-5765-10, Investment Agency Consultants:			*$607.31*	*$0.00*
10-40-5783-00, Dues - Staff									
4/27/2020	176438	Invoice	6034-017	Illinois Library Association	Illinois Library Associat	Posted	4/27/2020	$450.00	$0.00
					Totals for 10-40-5783-00, Dues - Staff:			*$450.00*	*$0.00*
10-40-5785-00, Conferences - Staff									
4/27/2020	050520	Invoice	6034-005	Fifth Third Bank	Fifth Third Bank-05052	Posted	4/27/2020	($745.00)	$0.00
					Totals for 10-40-5785-00, Conferences - Staff:			*($745.00)*	*$0.00*
10-40-5788-00, Training (Cont Ed) - Staff									
4/27/2020	050520	Invoice	6034-007	Fifth Third Bank	Fifth Third Bank-05052	Posted	4/27/2020	$175.00	$0.00
					Totals for 10-40-5788-00, Training (Cont Ed) - Staff:			*$175.00*	*$0.00*
10-45-5786-70, Dues - Trustee									
4/27/2020	176438	Invoice	6034-019	Illinois Library Association	Illinois Library Associat	Posted	4/27/2020	$450.00	$0.00
					Totals for 10-45-5786-70, Dues - Trustee:			*$450.00*	*$0.00*
10-48-5803-10, 5803 Technology									
4/27/2020	53044	Invoice	6034-095	Outsource Solutions Group, In	Outsource Solutions G	Posted	4/27/2020	$6,243.48	$0.00
					Totals for 10-48-5803-10, 5803 Technology:			*$6,243.48*	*$0.00*
10-48-5804-10, 5804 Facility									
4/27/2020	1628399105	Invoice	6034-047	Staples Advantage	Staples Advantage-162ŧ	Posted	4/27/2020	($220.17)	$0.00
					Totals for 10-48-5804-10, 5804 Facility:			*($220.17)*	*$0.00*
10-48-5823-50, Minor Equip - Tech Services									
4/27/2020	041020	Invoice	6034-090	Amazon	Amazon-041020	Posted	4/27/2020	$35.98	$0.00
					Totals for 10-48-5823-50, Minor Equip - Tech Services:			*$35.98*	*$0.00*

10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide

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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
4/27/2020	265317436	Invoice	6034-055	Konica Minolta Business Solut	Konica Minolta Busine	Posted	4/27/2020	$235.19	$0.00
4/27/2020	411329840	Invoice	6034-057	Konica Minolta Premier Financ	Konica Minolta Premie	Posted	4/27/2020	$211.10	$0.00
4/27/2020	5242111	Invoice	6034-081	Toshiba Business Solutions, US	Toshiba Business Solu	Posted	4/27/2020	$94.83	$0.00
4/27/2020	IN00332314	Invoice	6034-083	Chicago Metro Fire Prevention	Chicago Metro Fire Pr	Posted	4/27/2020	$165.75	$0.00
					Totals for 10-48-5845-00, Equip Maint/Repr-Contr-Lib. Wide:			*$706.87*	*$0.00*
10-50-5865-10, Books - Adult/Teen Fiction									
4/27/2020	041020	Invoice	6034-085	Amazon	Amazon-041020	Posted	4/27/2020	$15.95	$0.00
					Totals for 10-50-5865-10, Books - Adult/Teen Fiction:			*$15.95*	*$0.00*
10-50-5869-20, Internet Licensed DBases									
4/27/2020	1000124070-1	Invoice	6034-077	EBSCO	EBSCO-1000124070-1	Posted	4/27/2020	$6,974.00	$0.00
					Totals for 10-50-5869-20, Internet Licensed DBases:			*$6,974.00*	*$0.00*
10-50-5871-20, Document Delivery									
4/27/2020	7414	Invoice	6034-079	SWAN	SWAN-7414	Posted	4/27/2020	$25.00	$0.00
					Totals for 10-50-5871-20, Document Delivery:			*$25.00*	*$0.00*
10-50-5890-30, A-V Matls - Youth Serv									
4/27/2020	041020	Invoice	6034-088	Amazon	Amazon-041020	Posted	4/27/2020	$267.40	$0.00
4/27/2020	040120	Invoice	6034-106	Midwest Tape (7291)	Midwest Tape (7291)-	Posted	4/27/2020	$74.97	$0.00
4/27/2020	040120	Invoice	6034-108	Midwest Tape (7290)	Midwest Tape (7290)-	Posted	4/27/2020	$19.99	$0.00
					Totals for 10-50-5890-30, A-V Matls - Youth Serv:			*$362.36*	*$0.00*
10-50-5895-40, A-V Matls - Adult Serv									
4/27/2020	041020	Invoice	6034-087	Amazon	Amazon-041020	Posted	4/27/2020	$72.58	$0.00
4/27/2020	040120	Invoice	6034-103	Midwest Tape (7288)	Midwest Tape (7288)-	Posted	4/27/2020	$1,060.09	$0.00
4/27/2020	98788268	Invoice	6034-122	Midwest Tape	Midwest Tape-9878826	Posted	4/27/2020	$3,982.94	$0.00
					Totals for 10-50-5895-40, A-V Matls - Adult Serv:			*$5,115.61*	*$0.00*
10-50-5900-20, Periodicals - Adult Serv									
4/27/2020	050520	Invoice	6034-008	Fifth Third Bank	Fifth Third Bank-05052	Posted	4/27/2020	$93.91	$0.00
4/27/2020	CG-F-16488-00	Invoice	6034-067	EBSCO	EBSCO-CG-F-16488-	Posted	4/27/2020	$38.50	$0.00
					Totals for 10-50-5900-20, Periodicals - Adult Serv:			*$132.41*	*$0.00*
10-60-5931-10, Programs - Adult Services									
4/27/2020	050520	Invoice	6034-009	Fifth Third Bank	Fifth Third Bank-05052	Posted	4/27/2020	$171.95	$0.00
4/27/2020	041520	Invoice	6034-126	Jay Lezman	Jay Lezman-041520	Posted	4/27/2020	$130.00	$0.00
					Totals for 10-60-5931-10, Programs - Adult Services:			*$301.95*	*$0.00*

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Transaction Date	AP Transaction Number	Transaction Type	GL Transaction Number	Vendor/Payee	Journal Reference	Post Status	Post Date	Debit Amount	Credit Amount
10-60-5931-30, Programs - Youth									
4/27/2020	050520	Invoice	6034-010	Fifth Third Bank	Fifth Third Bank-05052	Posted	4/27/2020	$11.04	$0.00
4/27/2020	041020	Invoice	6034-092	Amazon	Amazon-041020	Posted	4/27/2020	$238.61	$0.00
4/27/2020	041420	Invoice	6034-099	Will Savage	Will Savage-041420	Posted	4/27/2020	$25.98	$0.00
					Totals for 10-60-5931-30, Programs - Youth:			*$275.63*	*$0.00*
10-60-5931-50, Community Relations									
4/27/2020	040420	Invoice	6034-065	Albertsons/Safeway	Albertsons/Safeway-04	Posted	4/27/2020	$27.98	$0.00
4/27/2020	041020	Invoice	6034-091	Amazon	Amazon-041020	Posted	4/27/2020	$27.18	$0.00
					Totals for 10-60-5931-50, Community Relations:			*$55.16*	*$0.00*
10-80-5981-80, Restricted - Per Capita Grant									
4/27/2020	0110720073727	Invoice	6034-011	OverDrive, Inc.	OverDrive, Inc.-011072	Posted	4/27/2020	$1,000.00	$0.00
4/27/2020	0110720071632	Invoice	6034-013	OverDrive, Inc.	OverDrive, Inc.-011072	Posted	4/27/2020	$500.00	$0.00
4/27/2020	0110720075911	Invoice	6034-015	OverDrive, Inc.	OverDrive, Inc.-011072	Posted	4/27/2020	$500.00	$0.00
4/27/2020	0110720085752	Invoice	6034-069	OverDrive, Inc.	OverDrive, Inc.-011072	Posted	4/27/2020	$1,000.00	$0.00
4/27/2020	0110720089766	Invoice	6034-071	OverDrive, Inc.	OverDrive, Inc.-011072	Posted	4/27/2020	$500.00	$0.00
4/27/2020	0110720108469	Invoice	6034-073	OverDrive, Inc.	OverDrive, Inc.-011072	Posted	4/27/2020	$500.00	$0.00
4/27/2020	0110720096802	Invoice	6034-075	OverDrive, Inc.	OverDrive, Inc.-011072	Posted	4/27/2020	$500.00	$0.00
					Totals for 10-80-5981-80, Restricted - Per Capita Grant:			*$4,500.00*	*$0.00*
70-65-5674-00, Consulting									
4/27/2020	120029-03312020	Invoice	6034-101	CCS	CCS-120029-0331202	Posted	4/27/2020	$575.00	$0.00
					Totals for 70-65-5674-00, Consulting:			*$575.00*	*$0.00*
					Grand Totals:			***$87,291.02***	***$0.00***

	PRIOR MONTHS BILLS PAID BETWEEN April 2020 and May 2020		
	BOARD MEETINGS THAT NEED APPROVAL AT THIS TIME.		
Check #	Vendor		Amount
HSA	Salaries 4/15/2020		$ 65,891.84
HSA	Garnishment	Employee Deduction	$ 175.89
HSA	Ill. Dept. of Revenue	State Tax Withheld	$ 4,187.10
Auto W/D	Howard Simon & Associates	PR Service - 4/15/2020	$ 317.49
HSA	EFTPS/Electronic Tax Pymt 4/15/2020	Fed Tax $8040.67	$ 21,707.76
		FICA W/H $6833.52	
		FICA Lib $6833.57	
HSA	Salaries 4/30/2020		$ 62,338.58
HSA	Garnishment	Employee Deduction	$ 147.97
HSA	Ill. Dept. of Revenue	State Tax Withheld	$ 3,969.87
Auto W/D	Howard Simon & Associates	PR Serv. - 4/30/2020	$ 198.12
HSA	EFTPS/Electronic Tax Pymt 4/30/2020	Fed Tax $7587.38	$ 20,517.92
		FICA W/H $6465.30	
		FICA Lib $6465.24	
Wired	IMRF	IMRF W/H $7853.15	$ 22,417.34
		IMRF Lib. $14564.19	
		Total	**$ 201,869.88**

Monthly Circulation Report - March 2020

	Checkouts	Renewals	Mar-20 TOTALS	YTD FY 18/19	YTD FY 19/20	YTD % Change
Adult Non-Print	2,706	3,656	6,362	76,213	78,800	3.39%
Adult Print	2,910	4,249	7,159	82,337	85,933	4.37%
Adult Total	5,616	7,905	13,521	158,550	164,733	3.90%
YS Non-Print	679	1,204	1,883	19,547	22,043	12.77%
YS Print	3,614	5,615	9,229	94,102	107,193	13.91%
Total YS	4,293	6,819	11,112	113,649	129,236	13.72%
Digital Media						
Overdrive	3,131		3,131	18,720	23,764	26.94%
hoopla	2,146		2,146	17,455	17,485	0.17%
RB Digital	445		445	2,662	3,276	23.07%
Total Digital	5,722	0	5,722	38,837	44,525	14.65%
Subtotal Print + Non-Print/Digital	15,631	14,724	30,355	311,036	338,494	8.83%
Computer/Tech Sessions Logins	1,136		1,136	22,746	21,050	-7.46%
Database Usage/Unique Logins	2,500		2,500	28,104	23,781	-15.38%
Wireless Use	624		624	13,508	11,836	-12.38%
ScannX sessions/jobs	238		238	3,520	6,864	95.00%
Museum Adventure Passes	3		3	181	164	-9.39%
Total IT/Resource Sessions	4,501	0	4,501	68,059	63,695	-6.41%
Total Circulation	**20,132**	**14,724**	**34,856**	**379,095**	**402,189**	**6.09%**
Literacy Software Usage Hours			38	829	731	-11.82%

Borrower Information	**Mar 2020 Total**	**YTD 18/19**	**YTD 19/20**	**YTD % Change**
New Library Cards Added	85	1,156	1,012	-12.46%
Monthly Borrowers	2,444	26,257	27,027	2.93%
Total # Registered Borrowers	10,287	10,774	10,287	-4.52%
InterLibrary Loans				
Materials Sent	33	1,273	1,067	-16.18%
Materials Received	233	3,546	3,375	-4.82%
Polaris/Catalog Holds				
Holds Placed	1,404	26,878	25,047	-6.81%
Holds Checked Out	1,005	21,076	19,668	-6.68%

Lisle Library District
Program and Service Statistics - March 2020

	Library Wide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY18/19	YTD FY19/20	% Change
Library Event Statistics									
Staff Facilitated Programs		6	10	18	1	**35**	1,134	1,059	**-6.61%**
Attendees		41	324	21	10	**396**	10,745	10,626	**-1.11%**
Computer/Technology Programs		2	1		2	**5**	93	68	**-26.88%**
Attendees		7	8		4	**19**	357	281	**-21.29%**
Performer/Speaker/Author		2	0			**2**	26	19	**-26.92%**
Attendees		44	0			**44**	833	549	**-34.09%**
LLD Events (SumRd, RSG, NatlLibWk, whole Lib event)	1					**1**	7	7	**0.00%**
Attendees	550					**550**	1,414	1,505	**6.44%**
Total Number of Programs	1	10	11	18	3	**43**	1,260	1,153	**-8.49%**
Total Patrons Served by Programming	550	92	332	21	14	**1,009**	13,349	12,961	**-2.91%**
Reference Questions		1,034	510	1,175		**2,719**	55,580	55,237	**-0.62%**
Volunteer Hours		2.50	7.00			**9.50**	717.50	605.00	**-15.68%**
MyLibraryRewards Total Registered Users	756						**N/A ****	756	**--**
Outreach Service Statistics									
Outreach Visits		0	3	0		**3**	133	114	**-14.29%**
Patrons Served by Outreach Visits		0	275	0		**275**	7,604	6,752	**-11.20%**
Home Delivery Dates		1				**1**	19	18	**-5.26%**
Patrons Served via Home Delivery		59				**59**	1,033	1,088	**5.32%**
Total Outreach Programs		1	3	0		**4**	152	132	**-13.16%**
Total Patrons Served with Outreach Services		59	275	0		**334**	8,637	7,840	**-9.23%**
Civic Facility Use									
Literacy/Tutoring Room Use (patron count)	40						820	703	**-14.27%**
Number of Outside Groups Using Meeting Space	11						205	211	**2.93%**
Patrons Entering Building	7,013						125,666	125,691	**0.02%**
Friend's Sponsored Programs	1						11	10	**-9.09%**
Attendees	26						747	630	**-15.66%**
Social Media Use									
Facebook (daily page consumption)	2,771						14,292	12,370	**-13.45%**
Twitter Followers	805						758	805	**6.20%**
Instagram Likes	1,075						4,257	7,856	**84.54%**
Flickr Views	11,137						142,841	89,165	**-37.58%**
YouTube Views *	360						1,067	4,707	**341.14%**
Total LLD App Downloads / Sessions	303/962						**N/A ****	954/2,815	**--**

* New statline for January 2019.

** "Downloads Stats" began in December 2019 and "Sessions Stats" began in January 2020.

Monthly Circulation Report - April 2020

	Checkouts	Renewals	Apr-20 TOTALS	YTD FY 18/19	YTD FY 19/20	YTD % Change
Adult Non-Print	16	577	593	84,072	79,393	-5.57%
Adult Print	23	3,376	3,399	91,071	89,332	-1.91%
Adult Total	39	3,953	3,992	175,143	168,725	-3.66%
YS Non-Print	1	189	190	21,679	22,233	2.56%
YS Print	22	5,102	5,124	104,782	112,317	7.19%
Total YS	23	5,291	5,314	126,461	134,550	6.40%
Digital Media						
Overdrive	4,053		4,053	20,859	27,817	33.36%
hoopla	2,637		2,637	19,427	20,122	3.58%
RB Digital	469		469	3,012	3,745	24.34%
Total Digital	7,159	0	7,159	43,298	51,684	19.37%
Subtotal Print + Non-Print/Digital	7,221	9,244	16,465	344,902	354,959	2.92%
Computer/Tech Sessions Logins	35		35	25,327	21,085	-16.75%
Database Usage/Unique Logins	2,704		2,704	31,216	26,485	-15.16%
Wireless Use	101		101	15,029	11,937	-20.57%
ScannX sessions/jobs	0		0	3,978	6,864	72.55%
Museum Adventure Passes	0		0	213	164	-23.00%
Total IT/Resource Sessions	2,840	0	2,840	75,763	66,535	-12.18%
Total Circulation	**10,061**	**9,244**	**19,305**	**420,665**	**421,494**	**0.20%**
Literacy Software Usage Hours			0	917	731	-20.28%

Borrower Information	**Apr 2020 Total**	**YTD 18/19**	**YTD 19/20**	**YTD % Change**
New Library Cards Added	110	1,257	1,122	-10.74%
Monthly Borrowers	1,377	29,143	28,404	-2.54%
Total # Registered Borrowers	10,135	10,668	10,135	-5.00%
InterLibrary Loans				
Materials Sent	0	1,430	1,067	-25.38%
Materials Received	0	3,990	3,375	-15.41%
Polaris/Catalog Holds				
Holds Placed	156	30,008	25,203	-16.01%
Holds Checked Out	55	23,622	19,723	-16.51%

Lisle Library District
Program and Service Statistics - April 2020

	Library Wide	Adult	Youth	TS/Circ	Literacy	TOTAL	YTD FY18/19	YTD FY19/20	% Change
Library Event Statistics									
Staff Facilitated Programs		0	0	0	0	**0**	1,255	1,059	**-15.62%**
Attendees		0	0	0	0	**0**	12,064	10,626	**-11.92%**
Computer/Technology Programs		0	0		0	**0**	101	68	**-32.67%**
Attendees		0	0		0	**0**	395	281	**-28.86%**
Performer/Speaker/Author		0	0			**0**	32	19	**-40.63%**
Attendees		0	0			**0**	1,044	549	**-47.41%**
LLD Events (SumRd, RSG, NatlLibWk, whole Lib event)	0					**0**	7	7	**0.00%**
Attendees	0					**0**	1,414	1,505	**6.44%**
Total Number of Programs	0	0	0	0	0	**0**	1,395	1,153	**-17.35%**
Total Patrons Served by Programming	0	0	0	0	0	**0**	14,917	12,961	**-13.11%**
Reference Questions		70	19	115		**204**	60,863	55,441	**-8.91%**
Volunteer Hours		0.00	0.00			**0.00**	740.50	605.00	**-18.30%**
MyLibraryRewards Total Registered Users	758						**N/A ****	758	**--**
Outreach Service Statistics									
Outreach Visits		0	0	0	0	**0**	149	114	**-23.49%**
Patrons Served by Outreach Visits		0	0	0	0	**0**	8,629	6,752	**-21.75%**
Home Delivery Dates		0				**0**	21	18	**-14.29%**
Patrons Served via Home Delivery		0				**0**	1,144	1,088	**-4.90%**
Total Outreach Programs		0	0	0		**0**	170	132	**-22.35%**
Total Patrons Served with Outreach Services		0	0	0		**0**	9,773	7,840	**-19.78%**
Civic Facility Use									
Literacy/Tutoring Room Use (patron count)	0						910	703	**-22.75%**
Number of Outside Groups Using Meeting Space	0						234	211	**-9.83%**
Patrons Entering Building	0						140,632	125,691	**-10.62%**
Friend's Sponsored Programs	0						12	10	**-16.67%**
Attendees	0						815	630	**-22.70%**
Social Media Use									
Facebook (daily page consumption)	2,579						15,982	14,949	**-6.46%**
Twitter Followers	803						766	803	**4.83%**
Instagram Likes	1,343						4,677	9,199	**96.69%**
Flickr Views	3,637						156,842	92,802	**-40.83%**
YouTube Views *****	984						1,495	5,691	**280.67%**
Total LLD App Downloads / Sessions	216/646						**N/A ****	1,170/3,461	**--**

* New statline for January 2019.

** "Downloads Stats" began in December 2019 and "Sessions Stats" began in January 2020.

LLD Facility Options: CCS Update

CCS/Marc Rogers has provided a breakdown of ongoing discussion points.

A. Downtown Development Options:
   1. Flaherty and Collins has not provided additional updates on their development proposal plans.
      - *I last spoke with F&C on 3/30/2020 inquiring on their status with the Village of Lisle and the EDC. F&C was still reviewing the Kane McKenna financial analysis.*

B. Design Consultant Request for Qualifications (RFQ):
   1. Ahead of the June Board meeting CCS will provide an updated *RFQ Process Chart* for the Board to track progress/next steps.
      - *The process outlined in the March Board Meeting will be refined.*
   2. For the June Board Meeting CCS will also issue a questionnaire type document for the Board's input on the project location, budget and anticipated scope.
      - *The document will provide options for the Board to "fill in the blanks."*
      - *The Board's input will then be used to complete the Design Consultant RFQ.*

C. Financial Considerations:
   1. As of mid-April PMA (Andrew Kim) noted the municipal bond market has been volatile due to Covid-19 reactions; currently rates have gone up as there has been less demand for long term bonds with investors going towards liquidity. However rates are still low historically speaking.
      - *The bond rates will impact the annual debt service the Library will pay if alternative revenue bonds are used to fund a portion of a capital improvement project.*
      - *Higher rates = higher interest to be paid*

CCS is prepared to facilitate facility options discussion in June. We are excited to continue working with the Lisle Library District and look forward to building momentum heading into the June meeting.

We know the Library is working hard adapting to the fluid situation with Covid-19 and hope the entire Library team stays safe and healthy during this time.

Best Regards,
Marc Rogers

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: May 8, 2020

May (+ April) Director's Report

Meetings:

LLD Board – March 11
IT Manager – March 12
Dept Directors – March 12
Intergovernmental – March 13
Hummel – March 13
Ehlers – April 9
CCS – April 9
Norton, Hummel – April 16
Norton, Hummel, Ehlers – April 23
Sikitch – April 30
Bartelli, Duffy – May 1
Swistak, Sullivan – May 1
Norton – May 1

Conference calls/ZOOM/GOTO Meetings:
Since the LLD's closure on March 13th I've participated in weekly conference meetings with various groups. The weekly calls are outside of the numerous one-on-one phone calls with staff and other colleagues in our community.

- Intergovernmental Group
- LLD Dept. Directors/Staff
- Zone 1 Directors Group (local DuPage area)
- Zone 1+ Directors (DuPage+ libraries)
- RAILS
- LLD President Hummel

Highlights/Developments

Public Health

COVID-19 has touched everyone in our community; socially, emotionally, and/or physically. The virus has also significantly affected community institutions such as ours. In communications with other public libraries, Directors are reorganizing, reprioritizing, retraining, and reorienting staff/duties to continue to serve the public while ensuring that patrons and staff remain safe.
I have lead a number of conversations regarding remote training, curbside service, space allocation, logistics, and staffing.

Prior to closing to the public, the LLD installed six, touch-free, anti-bacterial foam dispensing units around the facility and has placed numerous orders for PPE (personal protective equipment). Since the closing, the LLD has received some orders which include gloves and surgical masks. The LLD has also ordered acrylic barriers for the public service desks and more sanitizing aids. We continue to order supplies to maintain proper PPE quantities upon reinstating on-premises services.
While on premises, LLD staff don face masks and gloves, in accordance with the Governor's Executive Order requirement. When vendors come to do business inside the building, they too, must wear protective gear.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: May 8, 2020

The following is a chronology of developments that have occurred since the LLD closed on March 13, 2020:

March 13th

Intergovernmental agency leaders met to discuss the COVID-19 pandemic. On March 13th, some agencies immediately closed to the public to lessen the burden on first response teams as well as to proactively curtail community spread. Agencies included School Districts 202/203, the Park District, and the Library District.

Per LLD Policy, I conferred with President Hummel regarding the Library's closure. The LLD posted the announcement on social media, the LLD website, and sent out an e-blast. Staff also placed signage on facility doors. A distinct page was created on lislelibrary.org to provide COVID-19 updates. Staff contacted all residents/groups who have reserved meeting rooms to announce our closure. Staff have also alerted those who had registered for LLD facilitated programs. I contacted the Friends of the Lisle Library District to inform them as well.

Announcement:

COVID-19 Closure Announcement

The Lisle Library District will be closed as of 9:00 pm on Friday, March 13th until further notice.
The health and well-being of our patrons is a priority during this high-risk period.
- LLD Board of Trustees & Director.

Weeks of March 16th and 23rd

Circulation staff extended all Library card expiration dates and worked on methods to remotely register patrons for cards. The LLD arranged that overdue materials would not generate fines during the closure period. All departments have continued to interact with patrons via email; answering reference questions, providing technology assistance, and recommending books via our digital platforms.

Staff discussed and worked on a variety of effective ways to digitally connect with patrons while closed. Staff began submitting draft video content to the Communications Coordinator to edit for social media. I created a *Message from the Director,* public service announcement video on March 28th to inform residents about our closure.

Staff have also regularly attended to all financial tasks, vendor communications, social media updates, creating how-to PDFs, updating the website, IT management/backups/updating, online training coursework, facility management (elevator tests/runs, flushing toilets/sinks) and of course, caring for the turtles. Staff are assigned to pick-up the USPS mail, organize, and distribute to departments. The LLD has staggered deliveries from our regular vendors.

Throughout the closure, I have implemented a sequenced staffing approach regarding these necessary duties to maintain social distancing protocol.

In weekly conference calls with other libraries/Directors, curbside service was attempted by some public libraries in the first week of their closure, but those libraries promptly stopped due to news of the virus's ability to live on surfaces for a number of days. The LLD did not immediately institute curbside service for that very reason. However, the LLD's bookdrops have remained open since our closure. Staff have emptied the book drops on a regular schedule and have quarantined all materials.

<u>On March 23rd</u>

The LLD launched remote Library card registration from home. The LLD has over 40 databases and multiple digital content platforms for all ages, so it was a top priority to ensure that our residents had cards during this precarious time. Logistics and verification processes to authenticate cards via Polaris was challenging, but the Circulation Department effectively accomplished the task and we had a number of new patrons straightaway.

Announcement:

Register for a Library Card from home today! - During the COVID-19 crisis, the LLD wants every District resident to have access to online/digital resources. It's important that our entire community has access to educational, entertaining, & informative material during this challenging time.

SEE ATTACHED: NEW CARD REGISTRATION CHART

<u>Week of April 6th</u>

Announcement:

The LLD Board of Trustees, April 8, 2020 regular Board meeting has been cancelled due to the COVID-19 Crisis. This cancellation is in accordance with Governor JB Pritzker's March 31, 2020 extension of the state's stay-at-home order through April 30, 2020.
The stay-at-home order is in place to keep the spread of COVID-19 from overwhelming the state's healthcare system and to conceivably flatten the curve.

On April 10th, the LLD launched a virtual *Spring Read* for adults, teens, and kids. The entire program is via the online platform, *ReadSquared*. The program was created to encourage reading and to provide an enjoyable community activity during this challenging time. Introductory videos for kids, teens, and adults were created to encourage participation. The *Kid's Spring Read* has a series of audio posts for read-a-longs as well.

Staff continued to produce videos and plan programs for the future. Staff produced/posted 14 original videos since March 13th. Staff have also posted numerous informational posts regarding our databases/how-to's and a video link to COD's Homeland Security Institute regarding COVID-19 scams.

Save-a-Tree came out for scheduled property work. They removed eight dead locust trees. One dead tree was near the AC unit at the west end of the building, four were in the east parking lot, and three were on the fence-line in the south parking lot.

IT staff have updated all the public PCs. Updates include Chrome, Windows, and various monitor/hardware replacement jobs. A new public printer was installed on the Adult floor. Staff are also planning for reconfiguration of the public technology spaces to allow for more social distancing.

The LLD created a one-page, ACCESS FROM HOME EDITION, newsletter highlighting remote card registration, the LLD app, social media platforms, and facts about the closure. The newsletter was mailed to all District homes.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: May 8, 2020

Weeks of April 13th – 27th

Adult Services staff made courtesy Home Delivery patron calls. The Home Delivery Coordinator contacted 60 patrons to let them know we care about them and to tell them that as soon as we can safely provide materials, we will. Patrons enjoyed hearing a friendly voice and expressed gratitude for the calls. Patrons were also comforted in knowing that we were keeping materials safe/quarantining them. The LLD plans to call Home Delivery patrons as we would normally do, every two weeks.

Staff have done an incredible job with Spring Read and the remote-reading storytime videos. Staff have produced 18 audio/visual reads for Spring Read 2020.

Staff have produced/posted 44 original videos since the closure.
The Communications Coordinator and I have been doing the editing work as a team during this closure to be able to produce as many videos as possible to keep our patrons engaged/connected.

Our cleaning service was assigned to do a deep clean of the building. The cleaning/sanitizing occurred over a three day period focusing on the public and staff areas of the building.

Week of May 4th

Home Delivery patron calls were made. The Adult Services/Home Delivery Coordinator, contacted 60+ patrons. The Home Delivery patrons were overjoyed to hear from staff again.

Staff have produced/posted 58 original videos since the closure. I also posted another *Message from the Director* public service announcement. The second video encourages our patrons to visit lislelibrary.org, celebrate *National Library Week*, and touches upon "re-opening" and the limitations that will come with doing so. I also discussed quarantining materials and the sanitization of our building. I put this video together as soon as Governor Pritzker extended the stay-at-home order. I anticipated questions about what measures the LLD was taking towards re-opening. My intention was/is to remind the public that safety for all – patrons and staff -- is primary.

Because of the stay-at-home extension, libraries are considering a phased approach to offering limited services such as curbside service. I have regularly connected with other Directors on this topic. Top consideration is the safety of patrons and staff. Other considerations include the physical layout of the building and parking lot, staffing, quarantine time for materials, adequate PPE, as well as clear directives for the public.
As of a May 7th system-wide conference call, the majority of libraries in and around DuPage County are opting for May 18th or June 1st regarding curbside services, although Naperville has posted that they will launch curbside on May 11th.

There is much to do to prepare for such services. The Department Directors and I have been discussing best practices for a curbside option. We are also procuring the necessary PPE for the protection of the staff before we interact with the public again, even with social distance scenarios such as curbside pick-up.

To: LLD Board of Trustees
From: Tatiana Weinstein | LLD Director
Date: May 8, 2020

The LLD HVAC vendor came out to do the quarterly maintenance for the air conditioning units as well as replace filters throughout the building.

Chicago Metro Fire and Colley Elevator came out to perform fire safety checks throughout the building and to assess the functionality of equipment in all mechanical rooms.

The new bin shelving units for the Youth Services Department were delivered and installed. Prior to the installation, YS staff were scheduled in staggered shifts to offload the existing shelves in YS. Staff organized the stacks and labeled them for easier re-shelving upon install of the bin shelving units. Staff also disassembled the existing shelves. Staff have already begun to re-shelve all 'offloaded' books into the beautiful new bin shelves.

I am very proud of the work the staff are doing during this closure. They are attending to tasks that challenge their skillsets/abilities and have extended beyond their normal routines. They care very deeply about the work they are doing while we've been closed. They miss our patrons and cannot wait to return to a more "normal" service model.

Carefully coordinating the staffing so that we are not overwhelmed when we do eventually open has helped tremendously. Continuing to perform financial tasks, receive shipments, perform tech updates/maintenance, organize, shelve, and empty the book drops has added to our "closure success story" thus far.

In these uncertain times, the public library will once again evolve into the resource communities require. When technologies advance, careers/professions change, populations shift, and environments force adjustments -- the public library adapts. *What elements will all that entail and how to best implement those modifications during these times?*

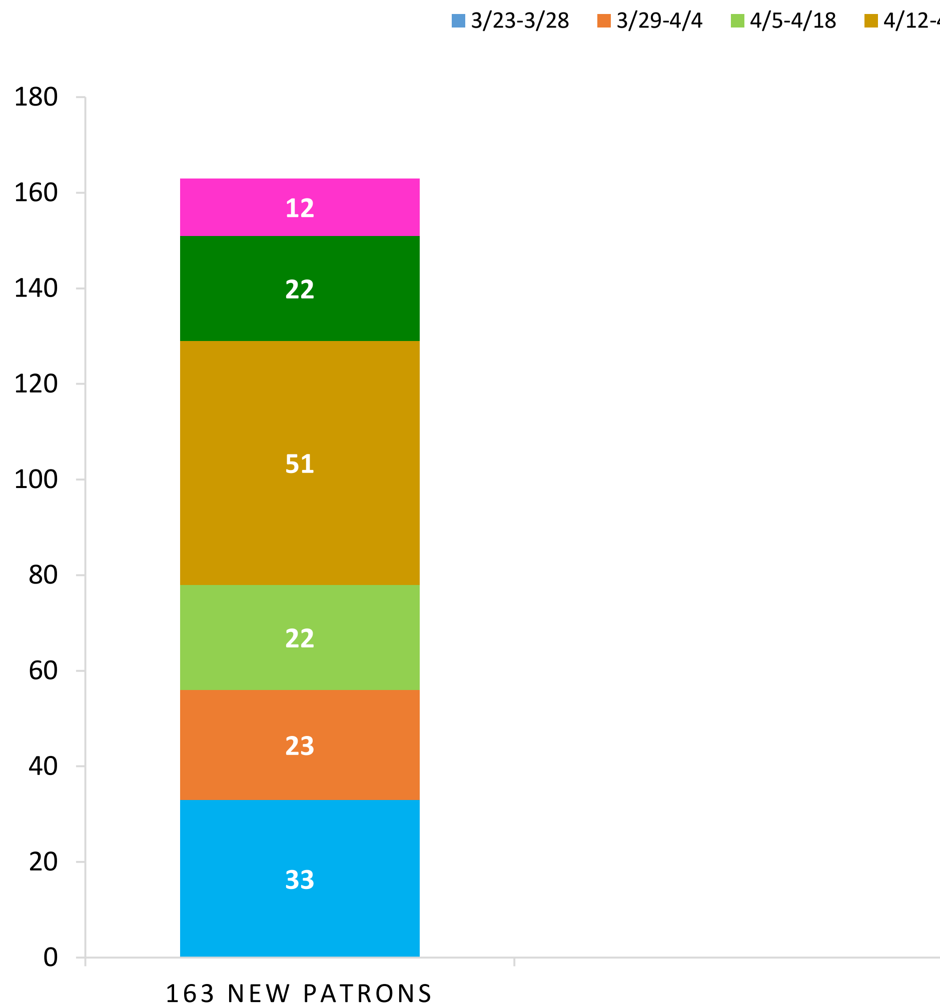
Those questions will be addressed very soon at the Lisle Library District. We've embarked on a facility improvement journey. We now need to approach the project with a refreshed environmental, spatial, and technological stance. I am confident we are up to the charge.

PHOTO ATTACHMENTS

Respectfully submitted,

Tatiana Weinstein

NEW LLD PATRONS VIA REMOTE CARD REGISTRATION DURING CLOSURE



Comments received via the Circulation Department upon receipt of new Library card:

- This Library is a savior.
- Thank you so much.
- You're so quick with your response.
- We have the best Library!
- I can't believe there are so many eBooks.
- I can't wait until the Library opens.
- You're so quick!!!!!
- It was soooooo easy!
- We have the best Library. Oh. My. Gosh.
- Thank you for your quick response and attention to detail.
- I'm glad you're serving the community!
- Wow. I got my card. I'll see you when you re-open.
- Love what's available online.
- THANK YOU, THANK YOU, THANK YOU!
- I truly appreciate your help! You made my day 😀.
- Very easy. Happy that I got my card.

Save-a-Tree

Quarantined materials from bookdrops

PC Updates


QUARANTINED MATERIALS


MAGAZINES


ADMIN


DELIVERY


PRINTER INSTALL


NEWSPAPERS


SHELVING AFTER QUARANTINE


Old YS Shelving
Staff Disassembling
Off-loaded YS Materials
HVAC maintenance
New YS Bin Shelving!
Boxes of
Bin Shelving
Arrive!
Shelving
Bin Shelving Installed
Calling Home
Delivery Patrons
Financials
Administration


SHELVING BEGINS
SHELVING
MECHANICALS
VENDOR VISITS
SHELVING
SHELVED!
VENDOR VISITS
TAKEDOWN
TESTING
BREAKDOWN
SHELVED!
SHELVED!
TESTING

May 2020 Assistant Director Report

Meetings/Virtual Meetings

- SavATree – Mar 10
- Board Meeting – Mar 11
- Dept Managers – Apr 14
- Eco Clean – Apr 21, 22, 29
- Monaco - Apr 27, 28, 29
- IMLS Materials – Mar 30
- HR Source COVID 19 – April 7, 29
- RAILS Update – April 16
- RAILS Materials Mngt – April 17
- RAILS Assist Dir – April 24
- LLD Managers – April 24

FACILITY:

During this time of LLD closure due to COVID-19, staff have taken several steps to maintain the building and equipment. Staff have made sure to operate the elevator, flush toilets, run water in the sinks, and patrol the exterior of the building. Staff have coordinated the pickup of mail and arranged UPS, FedEx and vendor deliveries as needed during the emergency. Spring landscape cleanup and mowing began in April. Monaco Mechanical did the spring preventive maintenance for the HVAC system and checked the four air conditioning units for the seasonal startup.

SavATree was here over several days to remove diseased and dead black locust trees around the Library campus. SavATree also trimmed the trees around the east parking lot to maintain safety on the walkways and driveways.

Eco Clean Maintenance, the Library's regular janitorial service, was here April 21, 22 and 29 to sanitize the Library building, furnishings, and equipment. Eco Clean has been active with other area libraries providing special deep cleaning during this COVID-19 emergency.

Due to the COVID-19 building closure, several projects are on hold which include: HVAC duct sensitivity work, electrical fixture replacement, and drainage remediation for the east parking lot sidewalk.

After the rain on April 29th there was 10 inches of water in the south detention area. There was no water pooling in the south parking lot.

Meetings:

Mitigating COVID-19

I participated in a March 30th webinar from the Institute of Museum and Library Services for guidance regarding material handling during the virus outbreak. Dr. David Berendes and Dr. Catherine Rasberry from the Centers for Disease Control presented an overview of the CDC guidelines for community settings and environmental disinfection.

Families First Coronavirus Response Act

The legal staff from HR Source provided an overview of the Families First Coronavirus Response Act on April 7th. They discussed compliance and updates from the Department of Labor that apply through December 2020.

RAILS Update

Over 700 RAILS members participated in the update virtual meeting on April 16th. This was a record for RAILS meetings. Discussion centered on programs and facility operations during the virus outbreak. There were no plans for re-starting interlibrary loan until new guidelines were established for physical handling of materials. System Summer Read programs are on hold and libraries are sharing ideas regarding summer engagement. RAILS urged everyone to continue with remote library card signup. RAILS is concerned about the unavailability of protective gear for staff. RAILS will continue to provide updates during the virus outbreak.

RAILS Assistant Director's Meeting

Thirty library assistant directors were on the virtual RAILS meeting Friday, April 24. Ideas, procedures, and plans were shared. Topics included: new policies for public health needs, home delivery, curb service, library apps, and pre-opening tasks and maintenance.

Staff

During the LLD closure the Facility Monitors have been training and increasing knowledge on various aspects of customer service, active shooter training, serving autistic patrons in the library and public health safety. Staff have also researched cleaning routines for the Library facility and the use of proper protective gear such as gloves and masks. The Facility Monitors were able to use Lynda.com and RAILS continuing education modules.

Beth McQuillan

Beth McQuillan

Assistant Director, LLD

January-February- March Quarterly Report
Adult Services Department

January

January brought the conclusion of our fourth annual Winter Read program. 348 Adults, 64 Teens, and 13 Home Delivery patrons participated in this year's Winter Read. Those who read and logged two books during the program received an LLD campfire mug. Staff continue to receive positive feedback from patrons regarding the program itself and the prize!

On Saturday, January 18th, The League of Women Voters of Downers Grove, Woodridge, and Lisle in partnership with the Lisle Library District, offered voter information and registration drop in hours in Meeting Room A from 2:00 p.m. to 4:30 p.m. The group met with 4 patrons seeking information, such as the location of their polling place.

The Adult Services Department offered four technology classes in January, including *Research Investments with Morningstar!* Literacy Librarian, Jean Demas, taught this class to 11 patrons and provided an introduction to our Morningstar Online database. Jean received positive feedback via comment cards and we look forward to continuing to help patrons utilize this popular resource in the future.

February

I arranged for U.S. Census Bureau representative, Therese Le, to provide training to Adult Services staff on Monday, February 10th. Ms. Le provided pointers on how to assist patrons in the library who are filling out the form online, how to find various resources on the Census 2020 website, discussed the importance of the census to our community, and answered staff questions. The training was very helpful and staff felt better prepared to assist patrons with the Census afterward.

On Thursday, February 20th, Jean Demas attended a meeting of the South & West Suburban Business Networking Group held at the Frankfort Public Library along with 11 other librarians. The discussion focused on how best to market library databases and other business/entrepreneurial resources to the community along with updates on what each library is doing to support local businesses.

During the month of February, Noelle Spicher participated in the Illinois Library Association Young Adult Services Forum’s Tournament of Books. Noelle and other teen librarians around the state each read two teen books, wrote reviews, and voted for a winner. Participating in the tournament exposed Noelle to great teen books that she may not have been aware of otherwise and can add to the collection.

Noelle Spicher attended the Public Library Association Annual Conference in Nashville, Tennessee. The conference was a great opportunity to see what other libraries are doing throughout the country and to be reminded of what being a member of this service field means. Noelle attended a variety of sessions on topics such as Collection Management, Patron Service, Database Promotion, and Teen Services.

Pam Freer, Winona Patterson, and Anne Loeding-Foster visited the Brookdale Senior Living facility where they issued new library cards, renewed cards, assisted patrons with their mobile devices, signed up a new patron for Home Delivery, and discussed LLD programs and services.

March

March brought our extremely popular library-wide event, *Harry Potter Day*. Approximately 550 people attended this celebration where they had the opportunity to pick their Hogwart's house, complete a scavenger hunt, visit the potions lab, create a themed-craft, have their faces painted, visit with all of the creepy crawlies provided by Crosstown Exotics, and enjoy a wide-variety of themed-snacks. This annual all-ages event continues to be well attended and well received by our community.

During the month of March the LLD partnered with SCARCE by featuring their interactive, traveling *Where is Away?* exhibit on the Adult Services floor. Additionally, founder and Executive Director of SCARCE, Kay McKeen, presented her *Zero Waste* program to LLD patrons. Ms. McKeen showed a PowerPoint presentation, provided handouts for the audience with examples of types of trash that can go to a landfill or be recycled, and concluded with a Q&A.

After the Library's closure on March 13th, Adult Services staff have continued to serve our community while working remotely. We have received daily messages from patrons via our two service desks' email accounts. Staff have assisted patrons by providing instruction on how to access our online resources, such as our databases and digital collections, via email. We have also diligently monitored our eMedia Library holds queues and the number of patrons nearing their max checkout limit in Hoopla. We are ordering Overdrive Advantage titles in greater quantity and more frequently during our closure in an effort to expand patron access during this challenging time.

Staff are also reviewing professional journals and ordering some forthcoming materials for our physical collection. While shipments are currently on hold during the closure, it is imperative that we place our orders in advance to ensure we receive popular items by their pub date. Additionally, AS staff worked in partnership with the Youth Services Department to launch an all ages, virtual Spring Read program. Prior to the COVID crisis there wasn't a Spring Read planned for Adults and Teens. Thanks to the quick work and diligence of staff, we were able to launch this new program designed to keep patrons connected to their community through books. I am extra proud that our Spring Read can benefit local businesses, as we have offered weekly prize drawings for digital gift cards to those who complete their Spring Reading challenge.

I am also extremely proud of the AS team for getting in front of the camera and creating a series of virtual programming for our patrons. We have created video content on a variety of topics, including candid and thoughtful book suggestions for hoopla titles, technology instruction on utilizing our databases and digital collections, fun crafts to do at home, and even a cooking demonstration! Lastly, staff are participating in online learning and professional development opportunities while working remotely. The team has been assigned coursework on topics such as genealogy research, readers' advisory, providing reference services to patrons with complex queries, collection development, as well as advanced classes for Microsoft office products such as Excel and Power Point.

Respectfully Submitted,

Elizabeth Hopkins

Youth Services Quarterly Report–April 2020

News and Patron Communications:

- The Youth Services department has been working on a picture book categorization for nearly two years, and the project is nearing completion. New bin shelving units were delivered and installed at the end of the month of April. The new shelves provide easier access to picture books for children, and allow an intuitive browsing experience for adults. This was a combined effort between several departments, and YS staff would like to thank everyone else for working diligently with us to make the project happen.
- Summer Reading Program planning has made several sharp turns due to current circumstances. Thankfully, a large portion of what we have already planned can be repurposed into a safe and responsible program for this year, or used in planning for next year. We are looking forward to the challenge of engaging our patrons from a new perspective this summer.
- The mini branch project has seen a lot of use since the last update in January. While a few repairs have been necessary, both the Park District and the community have been extremely helpful when it has come to keeping us updated on the needs of the mini branches.
- Collection development continues from home, but with a shift towards allocating more assets towards digital content than we would normally. Due to publisher restrictions on ebook purchasing and usage, this is making staff evaluate additions to the collection from a different perspective.

Programs & Community Outreach Highlights:

- Spring Reading was changed due to our closure, but we found a way to still run the program for our patrons. Because we were unable to provide physical copies of the selected books to kids, we made extra digital copies available through eMedia Library. On top of that, staff recorded themselves reading aloud both books, for the aurally inclined participants! As of writing this report, we have 58 children participating in the program.

- Due to school closures, we have had many teachers reach out and ask for assistance with providing resources for their Lisle Library District students. We worked to assist teachers by providing written instructions, explanatory pdfs, and walkthrough screencasts of how students with library cards are able to use all of our digital content while at home.

- Storytime staff have posted several videos for our younger patrons. These videos are a shortened version of what we would typically do for our storytimes in the building, but we have had a lot of nice feedback from thankful families.

- Staff have been creating screencasts and videos highlighting different portions of the collection as well as crafts and projects children can do from the safety of home. These videos have covered topics from Hoopla bonus borrows to paper crafts targeting the junior high audience.

- While it seems like distant past, Harry Potter day was a great success this year. Each of the activities garnered equal interest from patrons, which alleviated the congestion problems that have occurred in previous years. The success of several new activities has ensured that not only will they be part of next year's plans, but we hope to adapt them for other programs as well.

- Our winter reading program wrapped up during the first week of January. Our incentives this year paired with the adults, and children could earn a smaller version of the adult prize, a Lisle Library District mug. This was extremely well received and we had over 150 children participate in the program.

Professional Development:

- Staff have been working hard to prepare themselves for a change to the digital expectations of library work, as well as a return to working in the library itself. Different webinars have focused on live streaming programs, video and audio editing and production, how to provide public service under new health guidelines, digital gameification of library programming, and collection development. Staff have also participated in several online conferences and meetings with library staff from around Illinois, from smaller group meetings to conferences that last an entire day.
- In late February two YS librarians attended the Andersons Children's Literature breakfast. Staff had the chance to network with many local librarians and several authors, headlined by noted children's author Louis Sachar.

Respectfully Submitted,

Will Savage
Director of Youth Services

Quarterly Board Report
3rd Quarter FY19/20
Circulation Services Department

April 30, 2020

Outreach Visit

In January 2020, staff members from Adult Services and Circulation Services (CS) visited Brookdale Senior Living to register new patrons with library cards, renew cards and assist residents with the use of iPads and other devices. Special thanks to Anne Loeding-Foster.

Harry Potter Day 2020

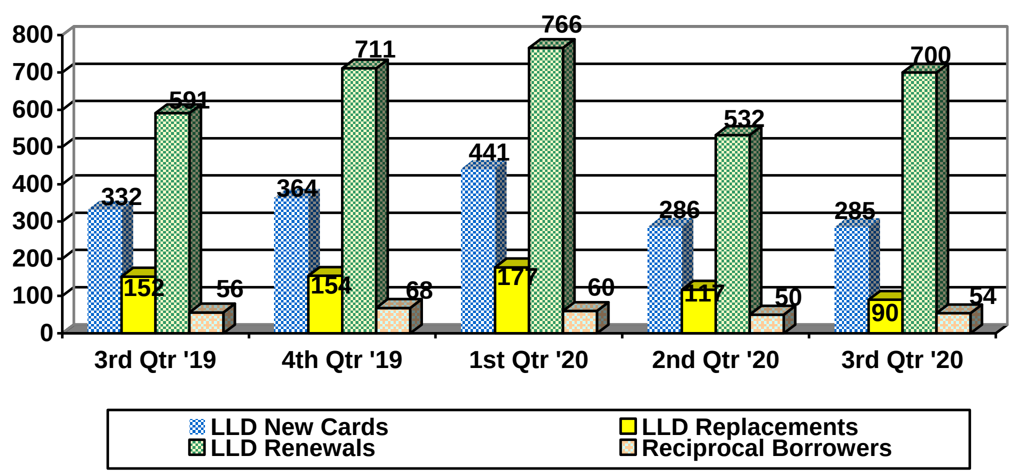
CS staff members participated in the Library's Harry Potter Day event on March 7 in a variety of different ways. I oversaw the photo room where participants used invisibility cloaks to make themselves partially disappear. A big thank you to all who contributed to this event.

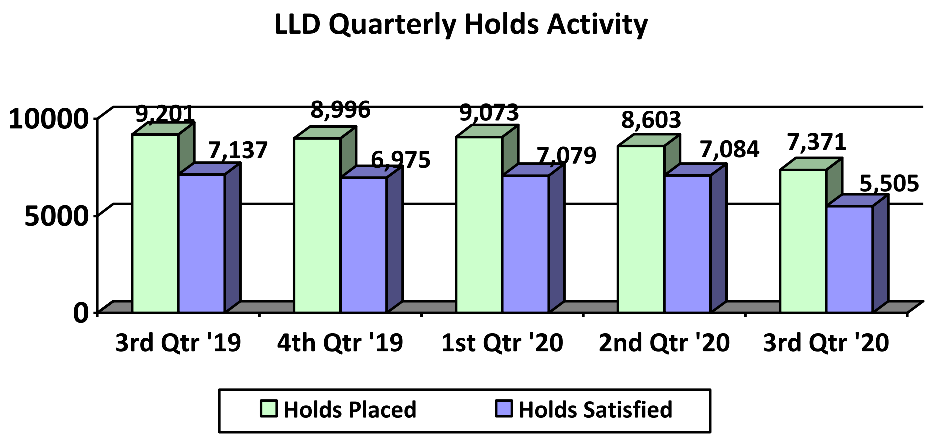
Photo from left to right:

CS staff members Julie Beck, Brittany Gehrke,

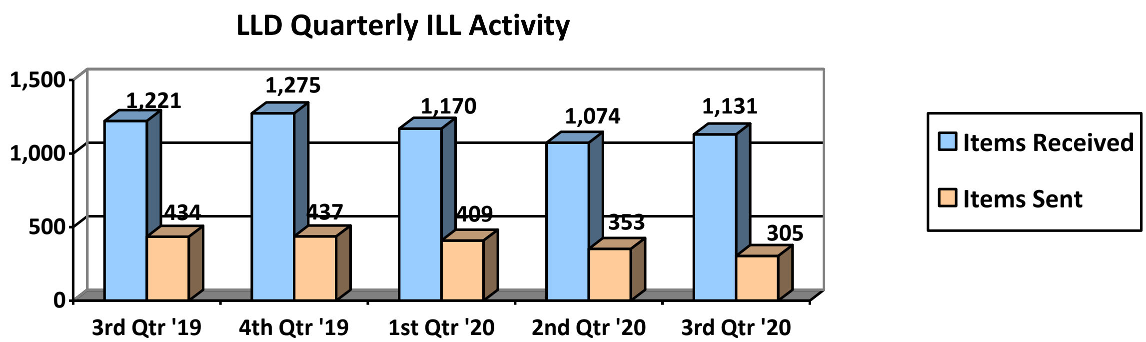
Teri Zarat, Stephanie Kandlik

LLD Quarterly Registrations Activity





From January to March 2020, CS Pages pulled 3,655 items from shelves to satisfy the pending holds requests.



Circulation Services and COVID-19

In March 2020, after the Library building was closed to the public, many CS duties continued:

- Replying to patron inquiries via email;
- Renewing LLD cards;
- Creating cards for patrons who pre-registered online – We created a total of 49 cards in March.
- Emptying the book returns and then checking in materials after a 72-hour quarantine as recommended by the Northeast Document Conservation Center.

Patrons also shared positive comments with us: “This Library is a savior;” “You're so quick with your response;” “We have the best Library!” “I can't believe there are so many eBooks.”

CS staff participated in a variety of webinars and online courses about current public library trends, providing quality patron service, emotional intelligence and were tasked with taking notes in order to share important points with me and each other. CS staff remained in touch and informed by emails, texts, online meetings and phone calls. The members of the CS Team continue to be enthusiastic about eLearning and look forward to seeing our patrons soon.

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

3rd quarter report of Technical Services

Technical Services continued to work on ongoing projections through the 3rd quarter. We are replacing damaged cases and repackaging some into thinner cases to open more room on the shelves. The series relabeling project continues as more collections are folded into the process. In coordination with the public service Librarians, short identifying statements to reflect series and the series number are being added to the spine label to help patrons locate the next title to read. Currently Technical Services staff are adding series statements to the Adult Fiction, Science Fiction and Fantasy, Teen, and Romance collection. The project will eventually include all the fiction collections, print and audiobooks.

TS is also working with the Youth department in preparation for the new easy browsing bin shelving. Picture books will be reclassified into categories chosen by the Youth Services Librarians and colored labels will be used to help the children locate their favorites. We also completed adding the new collection of Youth STEAM kits. Due to the multiple pieces, technology, and special packaging, new procedures for cataloging and processing was development with input from all team members.

In February, Laura, Andrea, and Brian received public desk training. They covered the Adult Services desks to allow all AS staff to attend Census 2020 training. Technical Services also continued our involvement in the LLD's Harry Potter Day event. Laura, Andrea, and Cathi mingled with muggles in the Forbidden Forest, the Leaky Cauldron, and Diagon Alley.

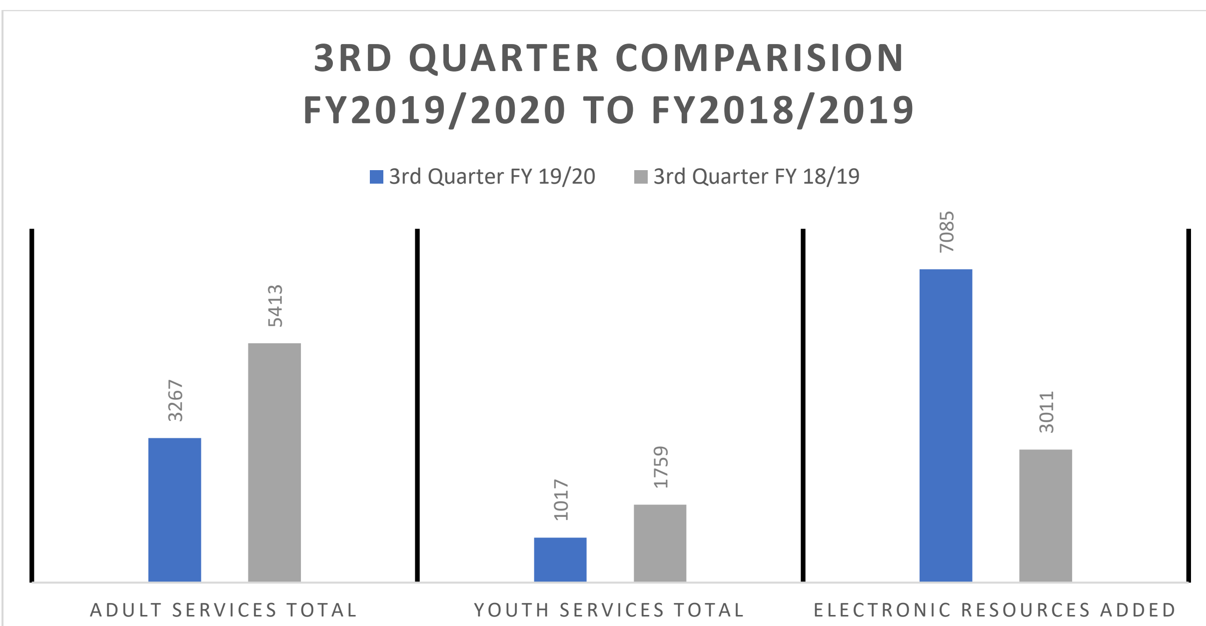
With the closure of the building, Technical Service staff have been working remotely on new and old projects. Staff are learning and expanding their working knowledge of technology and software used in the Library. TS is working on new workflows for metadata, linked data, authority control maintenance, and updating LLD's digital collection through the Illinois Digital Heritage Hub. Due to the Stay-at-Home Order, our patrons need for digital material increased. In aid of our patrons, LLD added over 4,000 new titles; 135% increase compared to the previous 3rd quarter. In addition, TS staff are working with selectors and our vendors to have a plan in place to facilitate deliveries to the building and prioritize processing of material when the building is reopened.

Laura Murff

Director of Technical Services

MATERIALS PROCESSED THIS QUARTER

Adult Services Collection	
AS Fiction Books	960
AS Non-Fiction Books	1,039
AS Audio/Visual	577
AS Periodicals	691
Adult Services Total	3,267
Youth Services Collection	
YS Fiction Books	730
YS Non-Fiction Books	228
YS Audio/Visual	31
YS Periodicals	28
Youth Services Total	1,017
Electronic Resources Collection	
EMediaLibrary MARC records added	4,302
Hoopla Marc records added	2,783
Electronic Resources Total	7,085



POLICY 315
LOAN PERIODS

SEE TABLE BELOW

Item	Loan period	Renewable	Item Limit	Fines	Holdable
Books	3 weeks	yes -2x	no	$0.25	yes
Periodicals	3 weeks	yes -2x	no	$0.25	yes
Periodicals - current	non-circulating	N/A	N/A	N/A	N/A
Reference items	non-circulating	N/A	N/A	N/A	N/A
Interlibrary Loan	varies - set by loaning library	N/A	N/A	N/A	N/A
Art prints	3 weeks	yes -2x	no	$0.25	yes
Audio CDs and SMP*	3 weeks	yes -2x	no	$0.25	yes
Video games	1 week	yes -2x	~~no~~ **5**	$1.00	yes
Videos	1 week	yes -2x	no	$1.00	yes
SMP* View	1 week	yes -2x	no	$1.00	yes
Feature films – new	2 days	no	2	$1.00	no
New video games	1 week	no	2	$1.00	no
Youth kits and puzzles	3 weeks	yes -2x	no	$0.25	yes
Electronic readers	3 weeks	yes -2x	1	$1.00	yes
"Kill-a-watt" meter	1 week	no	1	$0.25	no
Roku ~~and VHS/DVD players~~	1 week	no	1	$1.00	yes
Launchpads	1 week	~~no~~ **yes -2x**	~~1~~ **5**	$1.00	yes
Literacy DVD player	3 weeks	no	1	$1.00	yes
Literacy headphones	3 weeks	yes -2x	1	$0.25	no

**SMP – Single Media Player*

~~Other c~~Considerations:

1. Items with holds[1] cannot be renewed.
2. ~~Lisle Library District does not honor any grace period~~. No fines will accrue on days the ~~Library~~ LLD is closed.
3. ~~Lisle Library District~~ LLD reserves the right to limit numbers of items and to shorten loan periods for seasonal items, special displays, school assignments, and high-demand material.
4. Reference items may be loaned at the discretion of the Dept. Director.

Adopted 2/11/91
Revised 11/13/02
Revised 12/8/10
Revised 4/13/11
Revised 2/20/13
Revised 1/14/15
Revised 12/14/16
Revised 3/11/20

[1] "Holds" are items placed on reserve by another patron.

REVISED WORDING/ORDER OF ITEMS:

Item	Loan period	Renewable	Item Limit	Fines	Holdable
Books	3 weeks	yes -2x	no	$0.25	yes
Periodicals	3 weeks	yes -2x	no	$0.25	yes
Periodicals – ~~current~~ new	non-circulating	N/A	N/A	N/A	N/A
Reference items	non-circulating	N/A	N/A	N/A	N/A
Interlibrary Loan	varies - set by loaning library	N/A	N/A	N/A	N/A
Art prints	3 weeks	yes -2x	no	$0.25	yes
Audio CDs and SMP*	3 weeks	yes -2x	no	$0.25	yes
Video games	1 week	yes -2x	~~no~~ **5**	$1.00	yes
~~New~~ Video games -- new	1 week	no	2	$1.00	no
~~Videos~~ DVD/BluRay	1 week	yes -2x	no	$1.00	yes
~~Feature films~~ DVD/BluRay – new	2 days	no	2	$1.00	no
SMP* View	1 week	yes -2x	no	$1.00	yes
Electronic readers	3 weeks	yes -2x	1	$1.00	yes
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DVD/BluRay – new	2 days	no	2	$1.00	no
SMP* View	1 week	yes -2x	no	$1.00	yes
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Considerations:

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2. No fines will accrue on days the LLD is closed.
3. LLD reserves the right to limit numbers of items and to shorten loan periods for seasonal items, special displays, school assignments, and high-demand material.
4. Reference items may be loaned at the discretion of the Department Director.

Adopted 2/11/91
Revised 11/13/02
Revised 12/8/10
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Revised 3/11/20

[1] *“Holds” are items placed on reserve by another patron.*

POLICY 660
ENVIRONMENTAL RESPONSIBILITY

The Lisle Library District (LLD) recognizes the distinctive role it plays within the community, by informing/educating its citizens about sustainability, climate, conservation, and recycling. The LLD promotes and encourages environmental responsibility through the conscientious use and reuse of ~~Library resources and~~ resources/materials, and via sustainable project planning. ~~Every effort will be made to reduce, reuse, and recycle discarded goods, conserve resources, and educate the staff and public.~~

A. Information/Education

The LLD shall provide:

1. Accurate environmental information and materials for the public
2. Public programming on environmental topics
3. Environmental/sustainability awareness training/information for LLD employees
4. ____________________________________

B. Facility

The LLD shall:

1. Respect green initiative renovation/construction practices when advancing a project
2. Refer to appropriate local, state, and federal environmental statutes when determining architectural/construction/landscape projects
3. Maintain "natural areas" on campus and greenery within the facility
4. Operate the facility economically and sustainably
5. Provide recycling receptacles throughout facility
6. Purchase environmentally safe/sensitive products, equipment, technology, and supplies whenever possible
7. Utilize professional expertise when necessary
8. Conduct periodic energy/environmental audits of facility/campus
9. ____

C. Partnerships

The LLD shall:

1. Strive to be a "green leader" within the community by working with reputable environmental organizations locally/statewide/nationally
2. Cooperate/participate with local agencies in green initiatives
3. Actively seek new ways to collaborate with environmental organizations and the community
4. ____________________________________

Adopted 8/10/92
Revised 11/13/02
Revised __/__/20

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Adopted 8/10/92
Revised 11/13/02
Revised 3/11/20

To: LLD Board of Trustees
From: Tatiana Weinstein, LLD Director
Date: March 6, 2020 EDITED as of MAY 8, 2020

2020/2021 LLD WORKING BUDGET

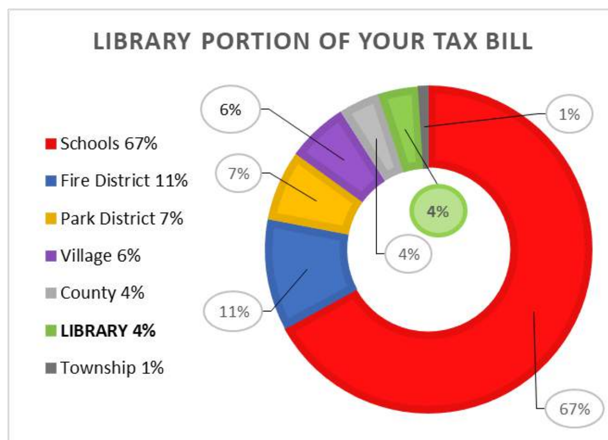
NOTE: This document has been adjusted as of May 8, 2020. The adjustments reflect March 2020 Board discussion and the Administration's response to the COVID-19 pandemic and its consequences on the LLD FY20/21. *Footnotes incl.*

Introduction & Process

The proposed 2020/2021 LLD Working Budget is a document that supports the LLD's Mission: to enhance the cultural, social, and lifelong educational development of our community.

This proposal covers all areas of the working budget, contrasting from previous budget proposal years where cost categories were discussed in separate Committee of the Whole meetings. Preparing a comprehensive proposal allows for an inclusive understanding of the financial needs for the next fiscal year.

The LLD understands the significance of being a tax supported institution. The majority of the LLD's funding comes from property taxes. The tax concerns of our residents are rightly considered while preparing the budget and annual levy. For the last three years, the LLD has decreased its tax levy. Most property owners have experienced a decrease in the library portion of their property tax bills for three years in a row. With a series of pragmatic levy ordinances, the LLD now plans for its 2020/2021 fiscal year expenditures using this proposed working budget.



The LLD's fiscal year begins July 1st. The LLD serves the Village of Lisle, as well as unincorporated areas in Lisle and Naperville.

The Director has developed this proposal in consultation with the Assistant Director, Department Directors, IT Manager, and Administrative Office Coordinator. The LLD references a number of resources when preparing the budget, including the Illinois Library Association's (ILA) *Serving Our Public 4.0 Standards for Illinois Public Libraries* and recommendations from industry advisors such as HR Source.

The LLD no longer employs a full-time Financial Director. In 2019, the LLD outsourced its financial reporting to Sikich LLP, a local professional services firm specializing in accounting. Sikich prepares the regular Board packet financial reports. Sikich has reviewed the FY20/21 LLD Working Budget proposal.

Revenues are based on projected interest, supplemental income, and the tax levy. Expenditure lines utilize prior year actuals for comparison. This year we have added a 'projected actual' column for the current fiscal year. Please note that the estimated total does not include an end of year audit adjustment. Audit adjustments affect some account lines, while others may remain the same.

To: LLD Board of Trustees
From: Tatiana Weinstein, LLD Director
Date: March 6, 2020 EDITED as of MAY 8, 2020

Proposed line increases may be linked to inflation/CPI, recommendations from applicable agency representatives such as LIRA, and new Library initiatives. Anticipated facility projects will also affect expenditure increases. Decreases may be due to internal restructuring, reprioritization of projects, or reduction of levy.

Strategic Planning

On November 14, 2018, the Board adopted a new strategic plan. The LLD 2019-2022 Strategic Plan outlines our development for the next few years. The Plan has four focus areas: Advocacy/Outreach/Awareness, Facility, Organizational Culture, and Technology & Innovation. The Plan may be accessed via visiting the LLD's website, lislelibrary.org.

Over the past two years, the LLD has identified a number of needs that correspond with the Facility and Technology focus areas. The reports and presentations that have affected capital project discussions can be accessed via lislelibrary.org/about-us/lld-capital-projects.

This project planning will affect the 20/21 working budget via various account lines, including Special Reserve. The LLD anticipates significant long-range project/financial planning from this budget onward.

CATEGORIES

Employee Costs

Salaries/benefits represent the largest budgeted expenditure in the Corporate Fund.

FY 20/21 salaries represent 52% of budgeted costs. Salaries + benefits (IMRF, FICA, and health) represent 67% of employee costs. The LLD currently employs ~~56~~ 55 staff. This category remains ~~essentially~~ flat[1] regarding a budget to budget increase/decrease. Employee costs include performance increases, minimum wage adjustment, and projected health insurance increases. Staffing levels are consistent with the prior year with FTE at 40.43 via the 2019 IPLAR calculations. This is in line with the recommended staffing levels under the "established" library classification (40.5 FTE) in ILA's *Serving Our Public 4.0 Standards for Illinois Public Libraries.*

Per the *ILA Standards* –

Staffing levels shall:

- Be sufficient to carry out the library's mission, develop and implement the library's long-range/strategic plan
- Provide adequate staff to offer all basic services during all the hours that the library is open.
- Include circulation and reference services.

Public libraries shall:

- Seek enhancement to current services and programs and proactively looks for new ways to deliver efficient services.
- Compensate staff in a fair and equitable manner. Salaries alone typically account for up to 60% of the total budget. Salaries plus fringe benefits (FICA pension and health insurance) account for up to 70%.

[1] The **Employee Costs** category has been adjusted to reflect a total decrease of .12% as compared to the March 6, 2020 proposed Working Budget increase of .50%.

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Building Costs

Building costs include all utilities, maintenance contracts such as landscaping/HVAC, and non-contractual building repair work. ~~This category remains flat regarding a budget to budget increase/decrease.~~ This category reflects a 4.86% increase ($12,000) budget to budget.[2]

Operating Costs

Operating costs include postage, printing, and processing. This category shows a 14% increase ($14,600) primarily due to RFID processing.

Insurance Costs

Insurance costs include bonding, property damage, and workers compensation. This category shows a 24.5% increase ($7,635) per the recommendation of the LLD's risk agency, LIRA.

Contractual Costs

Contractual costs include attorney fees, audit costs, investment agency fees and payroll charges. This category shows a ~~20% increase ($26,250)~~ 16.36% increase ($21,250) primarily due to outsourcing financial reporting to Sikich LLP. ~~A contracted salary study is also anticipated.~~[3]

Personnel Development Costs

Personnel Development costs include staff and Trustee dues, conference attendance, and training. ~~This category shows a nominal increase of 6.75% ($2,175).~~ This category reflects a significant decrease of 37.66% (-$12,100) budget to budget. This adjustment recognizes that the current pandemic will undoubtedly hinder participation at large conferences in the near and possibly distant future.[4]

Equipment Costs

Equipment costs include Polaris, technology purchases, and minor facility equipment. This category shows a 9.5% (-$14,500) decrease due to achieving a new balance regarding technology projects/purchases.

Library Materials

Library Materials include all physical materials, digital content, and interlibrary loan costs. This category shows a ~~1.9% increase ($11,350).~~ 2.09% increase ($12,550).[5]

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[2] LLD Board of Trustees agreed to increase the **Building Costs** category by $12,000 for additional cleaning services due to the COVID-19 pandemic.
[3] The salary study has been withdrawn (-$5,000) from the **Contractual Costs** category due to higher priority needs in FY20/21.
[4] Staff In-Service has been withdrawn (-$3,000) from the Personnel Development Costs category due to LLD employees participating in remote/online training/courses during the LLD's closure due to COVID-19.
[5] Physical material lines remain flat, however, the adjusted increase allows for the addition of more digital content and platform fees.

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Programs

The Program category includes all LLD programs, community relations costs, and supplies for such activities. ~~This category shows a nominal 1% ($500) increase.~~ This category shows a significant decrease of 19.10% ($8,500). This adjustment recognizes that the current pandemic will undoubtedly affect large group gatherings in the near and possibly distant future.

Restricted Expenses

Restricted Expenses include grant monies, transfers to Special Reserve, and IMRF funding. This category shows an 8.5% ($30,000) increase due to a professional recommendation (Sikich) to include budgeting for the IL Per Capita Grant. The LLD did not budget for grant monies in prior years.

Contingency

The Contingency account line remains flat.

Special Reserve

The Special Reserve category shows a decrease of 11.6% (-$70,000) primarily due to pending Board discussions regarding capital projects. The budgeted amounts reflect project costs that have been discussed at LLD Physical Plant Committee meetings.

SUMMARY

The comprehensive Revenue and Expense spreadsheets follow this narrative. In sum, LLD revenues are chiefly down due to the decrease in the property tax levy. There is a nominal ~~2%~~ 1.27% increase in overall budgeted expenditures (all operating funds) when not including Special Reserve.

This newly adjusted May 2020 budget has a *decrease* of $33,532 from the total budget proposed in March 2020. This decrease includes the *addition* of enhanced cleaning services, withdrawal of planned salary study and in-service training, as well as the *decreases* to lines such as employee costs, personnel costs, and program costs.

The LLD has historically come in under budget every year. This is also anticipated for the upcoming close of FY19/20 as evidenced by the "projected actuals" column that was included in this proposal. Planning for expenses is one action – managing the budget, negotiating costs, and reassessment happens throughout the year. The LLD does an effective, balanced, and prudent job of managing its working budget. The LLD serves over 28,500 residents and has exciting plans for its future. This budget proposal serves as a blueprint for that advancement.

Tatiana Weinstein

LLD Director

NOTE: This following spreadsheets have been adjusted as of May 8, 2020. The adjustments reflect March 2020 Board discussion and the Administration's response to the COVID-19 pandemic and its potential consequences regarding the LLD Fiscal Year 20/21.

Additional columns have been added to the previous budget proposal. The adjusted columns and modified lines are highlighted in yellow. Any significant changes to the *projected actuals* appear in red text. The previously proposed (March) FY20/21 column is highlighted in grey.

REVENUES

FUNDS		ACTUALS 17-18	ACTUALS 18-19	BUDGET 19-20	PROJECTED ACTUALS W/O AUDIT ADJ 19-20	BUDGET 20-21	% CHANGE BUDGET TO BUDGET
CORPORATE	TAX LEVY	$4,379,918.81	$3,908,460.52	$3,966,823.34	$3,995,547.70	$3,710,300.00	
	BACK TAXES	$1,227.72	$37.96	$0.00	$0.00	$0.00	
	TIF SURPLUS	$0.00	$0.00	$35,000.00	$35,000.00	$35,000.00	
	PERS. PROP. REPLACEMNT TAX	$15,361.30	$16,618.11	$12,000.00	$12,000.00	$12,000.00	
	TOTAL TAXES	$4,396,507.83	$3,925,116.59	$4,013,823.34	$4,042,547.70	$3,757,300.00	-6.00%
	INTEREST EARNED	$19,834.00	$118,532.02	$82,000.00	$100,000.00	$100,000.00	
	COUNTY INTEREST	$1,460.59	$1,757.23	$0.00	$0.00	$0.00	
	UNREALIZED GN/LOSS INVSTMNTS	$0.00	$0.00	$25,000.00	$15,000.00	$22,000.00	
	TOTAL INTEREST	$21,294.59	$120,289.25	$107,000.00	$115,000.00	$122,000.00	14.00%
	LOST MATERIALS	$3,105.70	$2,387.30	$3,000.00	$2,000.00	$2,000.00	
	NON-RES FEES	$0.00	$576.96	$250.00	$250.00	$250.00	
	FINES/FEES	$43,435.31	$38,341.04	$35,000.00	$24,000.00	$35,000.00	
	GIFTS UNRESTRICTED	$196.50	$597.01	$0.00	$0.00	$0.00	
	COPIER INCOME	$1,104.14	$1,334.02	$1,000.00	$1,000.00	$1,000.00	
	TOTAL DESK INCOME	$47,841.65	$43,236.33	$39,250.00	$27,250.00	$38,250.00	-2.50%
	GIFTS /BOOKS	$90.00	$56.95	$0.00	$0.00	$0.00	
	PER CAPITA GRANT	$22,131.65	$34,150.00	$0.00	$35,630.00	$30,000.00	
	OTHER INCOME	$4,103.09	$50,982.19	$1,000.00	$1,000.00	$1,000.00	
	TOTAL RESTRICTED USAGE	$26,324.74	$85,189.14	$1,000.00	$36,630.00	$31,000.00	3000.00%
	MISC/JURY DUTY	$0.00	$0.00	$0.00	$0.00	$0.00	
	TOTAL CORPORATE FUND	$ 4,491,968.81	$ 4,173,831.31	$ 4,161,073.34	$4,221,427.70	$ 3,948,550.00	-5.00%

REVENUES

FUNDS		ACTUALS 17-18	ACTUALS 18-19	BUDGET 19-20	PROJECTED ACTUALS W/O AUDIT ADJ 19-20	BUDGET 20-21	% CHANGE BUDGET TO BUDGET
IMRF	TAX LEVY	$ 217,290.25	$ 154,360.97	$ 50,984.25	$50,984.25	$ 116,150.00	
	BACK TAXES	$ 62.56	$ 2,125.82	$0.00	$0.00	$0.00	
	PERS. PROP. REPLACEMNT TAX	$ 886.54	$ 959.06	$ 600.00	$700.00	$ 800.00	
	TOTAL TAXES	$ 218,239.35	$ 157,445.85	$ 51,584.25	$51,684.25	$ 116,950.00	127.00%
	INTEREST EARNED	$4,833.11	$5,966.65	$4,500.00	$6,000.00	$6,000.00	
	COUNTY INTEREST	$56.78	$2.76	$0.00	$0.00	$0.00	
	TOTAL INTEREST	$4,889.89	$5,969.41	$4,500.00	$6,000.00	$6,000.00	33.00%
	TOTAL IMRF	$ 223,129.24	$ 163,415.26	$ 56,084.25	$57,684.25	$ 122,950.00	119.00%
FICA	TAX LEVY	$ 173,999.43	$ 136,293.15	$ 126,838.87	$126,700.00	$ 159,580.00	
	BACK TAXES	$ 49.27	$ 74.66	$0.00	$0.00	$0.00	
	PERS. PROP. REPLACEMNT TAX	$ 139.30	$ 150.69	$ 100.00	$105.00	$ 100.00	
	TOTAL TAXES	$ 174,188.00	$ 136,518.50	$ 126,938.87	$126,805.00	$ 159,680.00	26.00%
	INTEREST EARNED	$ 2,657.15	$ 2,203.26	$ 2,500.00	$3,000.00	$ 3,000.00	
	COUNTY INTEREST	$ 50.92	$ 6.87	$0.00	$0.00	$0.00	
	TOTAL INTEREST	$ 2,708.07	$ 2,210.13	$ 2,500.00	$3,000.00	$ 3,000.00	20.00%
	TOTAL FICA	$ 176,896.07	$ 138,728.63	$ 129,438.87	$129,805.00	$ 162,680.00	25.50%
WRKING CASH	INTEREST EARNED	$ 4,835.58	$ 5,769.00	$ 4,500.00	$4,538.14	$0.00	-100.00%
SPEC. RESERVE	INTEREST EARNED	$ 19,586.28	$ 52,527.48	$ 35,000.00	$50,000.00	$55,000.00	
	RESTR. TRANSFR FROM CORP.	$ 300,000.00	$ 300,000.00	$ 300,000.00	$300,000.00	$300,000.00	
(WRKING CSH*)	ADDITIONAL TRNSFR FRM CORP. FUND MINUS WRKING CSH INTEREST	$0.00	$0.00	$0.00	$416,355.05	$0.00	
	TOTAL SPECIAL RESERVE	$ 319,586.28	$ 352,527.48	$ 335,000.00	$766,355.05	$355,000.00	6.00%

REVENUES

	BY FUND	ACTUALS 17-18	ACTUALS 18-19	BUDGET 19-20	PROJECTED ACTUALS W/O AUDIT ADJ 19-20	BUDGET 20-21	% CHANGE BUDGET TO BUDGET
	CORPORATE	$ 4,491,968.81	$ 4,173,831.31	$ 4,161,073.34	$4,221,427.70	$3,948,550.00	-5.00%
	IMRF	$ 223,129.24	$ 163,415.26	$ 56,084.25	$57,684.25	$122,950.00	119.00%
	FICA	$ 176,896.07	$ 138,728.63	$ 129,438.87	$129,805.00	$162,680.00	25.50%
	WORKING CASH INTEREST	$ 4,835.58	$ 5,769.00	$ 4,500.00	$4,538.14	$0.00	-100.00%
*	**SPECIAL RESERVE**	$ 319,586.28	$ 352,527.48	$ 335,000.00	$766,355.05	$ 355,000.00	6.00%
	TOTAL	$ 5,216,415.98	$ 4,834,271.68	$ 4,686,096.46	$5,179,810.14	$4,589,180.00	-2.00%
	TOTAL FUNDS W/O SPEC RES	$ 4,896,829.70	$ 4,481,744.20	$ 4,351,096.46	$4,413,455.09	$ 4,234,180.00	-2.70%
*	PER LLD ORDINANCE 19-03, ADOPTED ON 9-18-2019, THE LLD BOARD OF TRUSTEES INTENDS TO DISSOLVE THE WORKING CASH FUND AT THE END OF FY 19/20 AND DIRECT THE TRANSFER, INCLUDING INTEREST, TO THE CORPORATE FUND IN ACCORDANCE WITH 75 ILCS 16/30-100. UPON APPROVAL OF RESOLUTION TO DISSOLVE THE WORKING CASH FUND AND TRANSFER TO CORPORATE FUND, THE BOARD SHALL TRANSFER THOSE FUNDS TO THE SPECIAL RESERVE FUND.						

EXPENSES

FUNDS		ACTUALS 17-18	ACTUALS 18-19	BUDGET 19-20	PROJECTED ACTUALS W/O AUDIT ADJ 19-20	BUDGET 20-21	ADJ BUDGET 20-21	% CHNG	% CHNG
CORP	**EMPLOYEE COSTS**								
	SALARIES	$ 2,153,089.31	$ 2,144,701.45	$ 2,262,069.96	$ 2,191,192.40	$ 2,276,957.01	$ 2,262,000.00		
	HEALTH INS/UNEMP	$ 299,837.54	$ 292,403.98	$ 344,870.00	$ 289,006.50	$ 332,350.00	$ 332,350.00		
	TOTAL SALARY+INS	$ 2,452,926.85	$ 2,437,105.43	$ 2,606,939.96	$ 2,480,198.90	$ 2,609,307.01	$ 2,594,350.00	0.00%	-0.48%
IMRF	IMRF EXP	$ 188,084.04	$ 157,468.76	$ 176,000.00	$ 146,081.00	$ 185,000.00	$ 185,000.00	5.00%	
FICA	FICA EXP	$ 159,302.88	$ 155,615.19	$ 173,048.35	$ 161,938.50	$ 176,500.00	$ 173,000.00	1.90%	0.00%
	TTL EMP COSTS W BEN	$ 2,800,313.77	$ 2,750,189.38	$ 2,955,988.31	$ 2,788,218.40	$ 2,970,807.01	$ 2,952,350.00	0.50%	-0.12%
	BUILDING COSTS								
CORP	INTERNET/INET	$ 7,210.00	$ 6,760.00	$ 7,210.00	$ 7,210.00	$ 7,210.00	$ 7,210.00		
	PHONE	$ 7,983.36	$ 8,843.39	$ 8,000.00	$ 8,000.00	$ 8,500.00	$ 8,500.00		
	GAS	$ 7,349.34	$ 7,084.70	$ 7,500.00	$ 6,500.00	$ 7,500.00	$ 7,500.00		
	SEWER/WATER	$ 2,535.07	$ 2,819.92	$ 2,900.00	$ 2,900.00	$ 2,900.00	$ 2,900.00		
	ELECTRICAL	$ 49,875.89	$ 49,063.27	$ 52,000.00	$ 45,000.00	$ 50,000.00	$ 50,000.00		
	VERIZON	$ 551.33	$ 1,168.19	$ 1,500.00	$ 1,500.00	$ 1,500.00	$ 1,500.00		
	MAINT. CONTRACTS								
	HVAC	$ 4,800.00	$ 4,800.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00		
	CLEANING/PESTS	$ 33,774.95	$ 32,460.84	$ 37,500.00	$ 37,500.00	$ 37,500.00	$ 49,500.00		
	LANDSCAPE	$ 34,061.04	$ 41,739.16	$ 40,000.00	$ 40,000.00	$ 40,000.00	$ 40,000.00		
	NON-CONTRACT REPR	$ 31,601.94	$ 81,751.02	$ 92,700.00	$ 75,000.00	$ 93,700.00	$ 93,700.00		
	RUBBISH REMOVAL	$ 2,149.08	$ 2,321.68	$ 2,500.00	$ 3,500.00	$ 3,500.00	$ 3,500.00		
	TOTAL	$ 181,892.00	$ 238,812.17	$ 256,810.00	$ 232,110.00	$ 257,310.00	$ 269,310.00	0.20%	4.86%
	OPERATING COSTS								
CORP	POSTAGE/SHIPPING	$ 9,282.96	$ 12,242.73	$ 13,000.00	$ 13,000.00	$ 14,300.00	$ 14,300.00		
	PRINTING	$ 16,742.04	$ 14,268.69	$ 19,000.00	$ 15,000.00	$ 18,000.00	$ 18,000.00		
	SUPPLIES/PROCESSING	$ 67,363.35	$ 63,905.08	$ 63,700.00	$ 55,000.00	$ 78,800.00	$ 78,800.00		
	BANK/NOTICES	$ 3,133.86	$ 3,339.80	$ 5,700.00	$ 3,500.00	$ 4,900.00	$ 4,900.00		
	LOCAL TRAVEL	$ 524.87	$ 509.03	$ 500.00	$ 500.00	$ 500.00	$ 500.00		
	TOTAL	$ 97,047.08	$ 94,265.33	$ 101,900.00	$ 87,000.00	$ 116,500.00	$ 116,500.00	14.00%	

EXPENSES

FUNDS		ACTUALS 17-18	ACTUALS 18-19	BUDGET 19-20	PROJECTED ACTUALS W/O AUDIT ADJ 19-20	BUDGET 20-21	ADJ BUDGET 20-21	% CHANGE	% CHANGE
	INSURANCE COSTS								
CORP	FIDELITY BONDS	$ 2,400.00	$ 2,400.00	$ 2,100.00	$ 2,100.00	$ 2,100.00	$ 2,100.00		
	PROP. DAMAGE (ALL PERIL)	$ 15,314.86	$ 19,143.70	$ 22,600.00	$ 24,200.00	$ 29,000.00	$ 29,000.00		
	NOTARY BOND	$0.00	$0.00	$ 65.00	$0.00	$0.00	$0.00		
	WORKERS COMP	$ 5,651.00	$ 6,112.50	$ 6,200.00	$ 6,500.00	$ 7,500.00	$ 7,500.00		
	TOTAL	$ 23,365.86	$ 27,656.20	$ 30,965.00	$ 32,800.00	$ 38,600.00	$ 38,600.00	24.50%	
CORP	**CONTRACTUAL COSTS**								
	LEGAL SERVICES	$ 6,622.50	$ 5,036.25	$ 15,000.00	$ 7,000.00	$ 15,000.00	$ 15,000.00		
	COLLECTION AGENCY	$ 572.80	$ 456.40	$ 700.00	$ 500.00	$ 700.00	$ 700.00		
	OUTSRC ACCT/HR/OSG	$ 30,805.44	$ 33,076.84	$ 80,500.00	$ 75,000.00	$ 106,500.00	$ 101,500.00		
	INVESTMENT AGENCY	$ 6,774.62	$ 6,874.49	$ 7,000.00	$ 7,000.00	$ 7,500.00	$ 7,500.00		
	ACCT SOFTWARE/UPGRADE	$ 8,118.12	$ 16,284.19	$ 8,950.00	$ 8,950.00	$ 10,000.00	$ 10,000.00		
	AUDIT	$ 8,250.00	$ 8,500.00	$ 10,000.00	$ 8,400.00	$ 8,700.00	$ 8,700.00		
	PAYROLL	$ 7,267.49	$ 7,088.84	$ 7,700.00	$ 7,700.00	$ 7,700.00	$ 7,700.00		
	TOTAL	$ 68,410.97	$ 77,317.01	$ 129,850.00	$ 114,550.00	$ 156,100.00	$ 151,100.00	20.00%	16.36%
	PERSONNEL DEVELOPMENT								
CORP	STAFF DUES/CONF	$ 10,639.83	$ 18,906.26	$ 22,100.00	$ 14,000.00	$ 21,275.00	$ 10,000.00		
	MEMORIAL/RECOG	$ 877.26	$ 655.45	$ 2,000.00	$ 2,000.00	$ 5,000.00	$ 5,000.00		
	IN-SERVICE DAY	$ 1,988.25	$ 2,917.34	$ 3,000.00	$ 2,310.00	$ 3,000.00	$ -		
	CONT. ED	$ 2,199.00	$ 1,740.54	$ 1,500.00	$ 1,200.00	$ 1,500.00	$ 1,500.00		
	TRUSTEE DUES/CONF/TRAIN	$ 1,610.00	$ 1,168.27	$ 3,525.00	$ 1,000.00	$ 3,525.00	$ 3,525.00		
	TOTAL	$ 17,314.34	$ 25,387.86	$ 32,125.00	$ 20,510.00	$ 34,300.00	$ 20,025.00	6.75%	-37.66%
	EQUIPMENT								
CORP	POLARIS	$ 46,037.57	$ 48,945.81	$ 52,500.00	$ 50,000.00	$ 53,000.00	$ 53,000.00		
	TECH	$0.00	$0.00	$ 66,000.00	$ 48,000.00	$ 50,000.00	$ 50,000.00		
	FACILITY	$0.00	$0.00	$ 10,000.00	$ 8,000.00	$ 10,000.00	$ 10,000.00		
	MINOR EQUIP	$ 3,567.58	$ 3,327.92	$ 3,500.00	$ 3,500.00	$ 3,500.00	$ 3,500.00		
	OTHER FAC MAINT/REPAIRS	$ 19,366.63	$ 17,615.88	$ 20,000.00	$ 20,000.00	$ 21,000.00	$ 21,000.00		
	TOTAL	$ 68,971.78	$ 69,889.61	$ 152,000.00	$ 129,500.00	$ 137,500.00	$ 137,500.00	-9.50%	

EXPENSES

FUNDS		ACTUALS 17-18	ACTUALS 18-19	BUDGET 19-20	PROJECTED ACTUALS W/O AUDIT ADJ 19-20	BUDGET 20-21	ADJ BUDGET 20-21	% CHANGE	% CHANGE
	LIBRARY MATERIALS								
CORP	BOOKS	$ 246,729.00	$ 244,529.04	$ 241,700.00	$ 230,000.00	$ 247,500.00	$ 241,700.00		
	DATABASES	$ 127,498.06	$ 138,492.06	$ 152,700.00	$ 135,000.00	$ 144,000.00	$ 144,000.00		
	DOC DELIVERY/ILLS	$ 21,053.40	$ 21,748.38	$ 23,000.00	$ 23,000.00	$ 23,000.00	$ 23,000.00		
	AUDIO/VISUAL	$ 121,963.52	$ 122,000.00	$ 135,300.00	$ 136,000.00	$ 153,000.00	$ 160,000.00		
	PERIODICALS	$ 41,838.54	$ 42,113.52	$ 46,500.00	$ 45,000.00	$ 43,050.00	$ 43,050.00		
	TOTAL	$ 559,082.52	$ 568,883.00	$ 599,200.00	$ 569,000.00	$ 610,550.00	$ 611,750.00	1.90%	2.09%
	PROGRAMS								
CORP	LIB-WIDE PROGRAMS	$ 28,821.25	$ 28,387.07	$ 28,500.00	$ 20,000.00	$ 29,000.00	$ 20,000.00		
	COMM REL/SUPPLIES	$ 14,308.77	$ 15,517.25	$ 16,000.00	$ 16,000.00	$ 16,000.00	$ 16,000.00		
	TOTAL	$ 43,130.02	$ 43,904.32	$ 44,500.00	$ 36,000.00	$ 45,000.00	$ 36,000.00	1.00%	-19.10%
	RESTRICTED EXPENSES								
CORP	GIFTS	$0.00	$ 1,208.08	$0.00	$0.00	$0.00	$0.00		
	PER CAPITA GRANT	$ 22,131.41	$ 34,150.00	$0.00	$ 35,630.00	$ 30,000.00	$ 30,000.00		
	TRANSFER TO SPEC RESRV	$ 300,000.00	$ 300,000.00	$ 300,000.00	$ 300,000.00	$ 300,000.00	$ 300,000.00		
	IMRF	$ 200,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00	$ 50,000.00		
	TOTAL	$ 522,131.41	$ 385,358.08	$ 350,000.00	$ 385,630.00	$ 380,000.00	$ 380,000.00	8.50%	
CORP	**CONTINGENCY**	$ 1,296.00	$ 16,259.81	$ 25,000.00	$ 15,500.00	$ 25,000.00	$ 25,000.00	0.00%	
SPEC.RES	**SPECIAL RESERVE**								
	CONSULTING	$ 26,647.44	$ 4,250.00	$ 75,000.00	$ 20,000.00	$ 150,000.00	$ 150,000.00		
	FACILITY/CAMPUS	$0.00	$0.00	$ 345,000.00	$ 260,000.00	$ 150,000.00	$ 150,000.00		
	FURNITURE/EQUIP	$0.00	$ 4,357.84	$ 30,000.00	$ 30,000.00	$ 40,000.00	$ 40,000.00		
	INTERIOR UPDATES	$0.00	$0.00	$ 10,000.00	$ 2,000.00	$ 10,000.00	$ 10,000.00		
	SECURITY SYSTEMS	$0.00	$0.00	$ 140,000.00	$ -	$ 180,000.00	$ 180,000.00		
	TOTAL		$ 8,607.84	$ 600,000.00	$ 312,000.00	$ 530,000.00	$ 530,000.00	-11.60%	

EXPENSES

BY FUND	ACTUALS 17-18	ACTUALS 18-19	BUDGET 19-20	PROJECTED ACTUALS W/O AUDIT ADJ 19-20	BUDGET 20-21	ADJ BUDGET 20-21	% CHANGE	% CHANGE
CORPORATE	$4,035,568.83	$3,984,838.82	$ 4,329,289.96	$ 4,102,798.90	$ 4,410,167.01	$ 4,380,135.00	1.20%	1.17%
IMRF	$ 188,084.04	$ 157,468.76	$ 176,000.00	$ 146,081.00	$ 185,000.00	$ 185,000.00	5.00%	5.00%
FICA	$ 159,302.88	$ 155,615.19	$ 173,048.35	$ 161,938.50	$ 176,500.00	$ 173,000.00	1.90%	0.00%
SPECIAL RESRV	$0.00	$ 8,607.84	$ 600,000.00	$ 312,000.00	$ 530,000.00	$ 530,000.00	-11.60%	-11.60%
TOTAL	$4,382,955.75	$4,306,530.61	$ 5,278,338.31	$ 4,722,818.40	$ 5,301,667.01	$ 5,268,135.00	0.40%	-0.19%
TOTAL W/O SPEC RES	$4,382,955.75	$4,297,922.77	$ 4,678,338.31	$ 4,437,518.40	$ 4,771,667.01	$ 4,738,135.00	2.00%	1.27%

LISLE LIBRARY • DISTRICT •

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CONNECTIONS

ACCESS-FROM-HOME EDITION | APRIL 2020

During the **COVID-19** crisis, the LLD wants every District resident to have access to online/digital resources. It's important that our entire community has access to educational, entertaining, and informative material during this challenging time.

LLD CLOSURE FACTS

- The LLD facility has been closed to the public since March 13, 2020 due to the COVID-19 crisis.
- There will be no fines for overdue materials during this closure.
- LLD Book drops are open.
- LLD cards that have expired - or that are about to expire - will be extended during this closure period. If you are having issues using your Library card during this closure, please email circ@lislelibrary.org. Staff will attend to your issue as soon as possible.
- Databases and digital platforms like hoopla and eMediaLibrary are available via your LLD card.
- LLD staff will continue to respond to emails. Please allow extra time for response during this period.

REGISTER FOR A LIBRARY CARD FROM HOME TODAY!

All Lisle Library District (LLD) residents are eligible for a Library card, regardless of age.

HOW TO APPLY:

- Visit lislelibrary.org and click on "My Account" at the top right-hand corner.
- Next, click on "pre-register now" and fill in the required information, including your email address.
- We will email your new Lisle Library District barcode/username within 24-48 hours with more details about your account.

GET THE LLD APP

The LLD app is like having a librarian right at your fingertips! Use your phone as a digital Library card, access databases and eContent, check upon events/programs, connect via social media, and more!

Search "**Lisle Library District**" via the AppStore or via Google Play.

Message from the Director

As of 9:00 p.m., March 13th, the Lisle Library District's (LLD) facility has been closed to the public due to the COVID-19 risk. However, the LLD will continue to serve the public via means that protect patrons and staff from potential risk.

The LLD continues to provide online resources/databases and digital platforms via the LLD website, lislelibrary.org. Staff will answer patron questions via email as well. Contact information can be found at lislelibrary.org under ABOUT US.

Updates & information regarding COVID-19 and LLD operations can be found at:

- **LLD website: lislelibrary.org**
- **Facebook: facebook.com/lislelibrarydistrict**
- **Twitter: twitter.com/lislelibrary**
- **YouTube: bit.ly/LLDYouTube**
- **Instagram: instagram.com/lislelibrary**

Helpful how-to's, recommendations, and storytime videos will be promoted on all digital platforms.

And while we are all practicing social distancing or sheltering in place, the LLD encourages you to take full advantage of the resources available with your Library card. Learn a new language with Transparent Language Online, view animated storybooks with your children via TumbleBooks or Bookflix, watch a great movie or listen to your favorite music with hoopla, enhance your Adobe Photoshop skills or learn how to video edit with Lynda.com. Go to lislelibrary.org and click: DATABASES and/or eLIBRARY.

The LLD staff hope you are all doing and feeling well as we navigate this challenge. We encourage everyone to follow cdc.gov guidelines and to keep abreast of local and national news during this period. We will all get through this together. Stay safe out there.

-Tatiana Weinstein, LLD Director

The LLD wishes you and your family well and we can't wait to see you again!

LISLE LIBRARY DISTRICT

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Keep In Touch

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Adult Services Dept: adultservices@lislelibrary.org
Youth Services Dept: youthservices@lislelibrary.org
Director: tatiana@lislelibrary.org
LLD Contact Page: lislelibrary.org/about-us/contact-us